



**STAFF REPORT**  
**6/10/2026**

**TO:** Honorable Mayor and City Council Members  
**FROM:** Kendra Reif, Community Development Director  
**SUBJECT:** Consideration to Fill the Planning Commission Alternate Vacancy

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**STAFF RECOMMENDATION:**

Staff recommends that the Mayor and City Council fill the Planning Commission Alternate vacancy.

**BACKGROUND:**

The Coachella Planning Commission is made up of five members and one alternative member, who are appointed to 4-year terms that are staggered. The mayor's appointments are for a 2-year term based on Coachella Municipal Code (C.M.C.) Sections 2.32 and 2.26. Accordingly, every two years, three commissioners must be newly appointed. The C.M.C. Section 2.26.020 (B), states that each council member may nominate an individual to serve on each city commission and committee subject to appointment by the mayor, with approval by the City Council, at open session of a regular or special city council meeting. If a council member fails to nominate an individual, the mayor may appoint someone with approval by the City Council. The C.M.C. 2.26.020 (D), states that in an event of an interim vacancy, the council member who nominated the vacating member may nominate another individual, subject to appointment by the mayor with approval by the City Council, for the unexpired term of the member replaced. There is no individual council member nomination for the Alternate Planning Commissioner.

On February 26, 2025, Mayor Hernandez appointed Robert Caballero to serve as the Alternate Planning Commissioner. On July 14, 2025, former Alternate Planning Commissioner Caballero resigned from his position, creating a vacancy in the Alternate Planning Commissioner role. The position has remained vacant since that time, as Planning Commission operations have continued to function effectively without the need to immediately fill the role. However, there has been a recent occurrence where a Planning Commission meeting was cancelled due to a lack of quorum. For this reason, staff is bringing forward the appointment of an Alternate Planning Commissioner for City Council consideration to ensure continuity in Planning Commission proceedings and the ability to maintain a quorum if necessary.

Table 1 shows the current Planning Commissioner roles and vacancies.

**Table 1: Current Planning Commission Roles and Vacancies**

<b>Planning Commissioners</b>	<b>Appointed by</b>	<b>Term expires</b>
Chairperson Eva Lara	Councilmember Delgado	November 2028
Vice Chairperson Alyssa Torres	Councilmember Perez	November 2028
Commissioner Isela Murillo	Councilmember Virgen	November 2026
Commissioner Fonseca	Former Mayor Hernandez	November 2026
Commissioner Vanessa Ordorica	Mayor Figueroa	November 2026
VACANT (Alternate)		November 2026

**DISCUSSION/ANALYSIS:**

The application period for the Alternate Planning Commissioner vacancy was opened April 17, 2026 and closed on May 29, 2026. During this application period, the City Clerk’s Office received 4 applications.

The City Clerk’s Office maintains a list of the following candidates for Planning Commission:

- Stephanie Ambriz
- Francisco S. Molina
- Robert Caballero
- Kelly Dominguez

The Mayor and the City Council may fill the current Alternate Planning Commission vacancy from the list of candidates or they may reopen the application period for the Alternate Planning Commission vacancy.

**FISCAL IMPACT:**

There are no direct fiscal impacts by appointment of Planning Commissioners on the adopted budget for Fiscal Year 2025/2026 and Fiscal Year 2026/2027.

**ALTERNATIVE(S):**

- 1) Fill the Alternate Planning Commissioner vacancy from the submitted Planning Commissioner applications.
- 2) Request that the city reopen the application period for the Planning Commission and fill the existing Commission vacancy at a future date.
- 3) Continue this item and provide staff direction.

**RECOMMENDED ALTERNATIVE(S):**

Staff recommends Alternative 1.

Attachments:

1. Planning Commission Applications

- Stephanie Ambriz
- Francisco S. Molina
- Robert Caballero
- Kelly Dominguez