



**PLANNING COMMISSION**

<b>AGENDA SECTION</b>	<b>CALL TO ORDER/ROLL CALL</b>
<b>MEETING DATE</b>	<b>APRIL 7, 2026</b>

<b>ITEM:</b>	<b>Election of Planning Commission Officers</b>		
<i>Presenting Item:</i> Ursula Brandt, City Planner			
<b>DEPARTMENT:</b> Community Development		<b>BY/DATE:</b> Mitchell Forney, 04/03/2026	
<b>CORE CITY STRATEGIES:</b>			
<input checked="" type="checkbox"/> Community that Grows with Purpose and Equity		<input type="checkbox"/> Engaged, Effective and Forward-Thinking	
<input type="checkbox"/> High Quality Public Spaces		<input type="checkbox"/> Resilient and Prosperous Economy	
<input type="checkbox"/> Safe, Accessible and Built for Everyone		<input type="checkbox"/> Inclusive and Connected Community	

**BACKGROUND**

Officer Elections are held on an annual basis. In order for a member to be considered for an officer position, they must be nominated by another Planning Commission member or nominate themselves. The election process will go as follows:

- 1. A Chairperson will be elected.**
  - a. Commission members provide all nominations for Chairperson of the Planning Commission.
  - b. A vote is taken and counted individually for each nominated member.
  - c. The member with the most votes is declared the Chairperson of the Planning Commission by the Staff Liaison.
- 2. A Vice Chairperson will be elected.**
  - a. Commission members provide all nominations for Vice Chairperson of the Planning Commission.
  - b. A vote is taken and counted individually for each nominated member.
  - c. The member with the most votes is declared the Vice Chairperson of the Planning Commission by the Staff Liaison.
- 3. A Secretary/Treasurer will be elected.**
  - a. Commission members provide all nominations for Secretary/Treasurer of the Planning Commission.
  - b. A vote is taken and counted individually for each nominated member.
  - c. The member with the most votes is declared the Secretary/Treasurer of the Planning Commission by the Staff Liaison.

<b>RECOMMENDED MOTION(S):</b>
MOTION: Move to elect _____ as Chair of the Planning Commission.
MOTION: Move to elect _____ as Vice Chair of the Planning Commission.
MOTION: Move to elect _____ as Secretary/Treasurer of the Planning Commission.