



PLANNING COMMISSION

AGENDA SECTION	CALL TO ORDER/ROLL CALL
MEETING DATE	JULY 7, 2026

ITEM:	Election of Planning Commission Officers		
Presenting Item: Ursula Brandt, City Planner			
DEPARTMENT: Community Development		BY/DATE: Mitchell Forney, 04/03/2026	
CORE CITY STRATEGIES:			
☒ Community that Grows with Purpose and Equity			
☐ Engaged, Effective and Forward-Thinking			
☐ High Quality Public Spaces			
☐ Resilient and Prosperous Economy			
☐ Safe, Accessible and Built for Everyone			
☐ 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.

RECOMMENDED MOTION(S):

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.