



Board: Planning Commission  
Agenda: October 6, 2026  
Date:  
Presenter: Patricia West

## Staff Report

### Agenda Item Title:

Election of Officers

### Background:

The election of all officers shall occur at the Planning Commission's first regular meeting after September 30 each year.

Under Article III of the Planning Commission Rules of Procedure, the officers of the Planning Commission shall consist of Chairperson and Vice-Chairperson/Secretary selected from the general membership of the Planning Commission.

Nominations must be made by a current Planning Commission member and seconded by another member. Elections are conducted by **roll call vote**, with a majority vote of the full Planning Commission required for election. If there is only one nominee, that nominee is considered unanimously elected.

The current Chairperson is Commissioner DeFiore, and the current Vice-Chair/Secretary is Commissioner Hewitt.

### Fiscal Effect:

None

### Supporting Documentation:

Excerpt from By-Laws

### Recommendation:

Motion to appoint **[NOMINEE NAME]** as Chairperson of the Gladstone Planning Commission.

Motion to appoint **[NOMINEE NAME]** as Vice-Chairperson/Secretary of the Gladstone Planning Commission.