



CITY OF ORLAND STAFF REPORT

MEETING DATE: November 4, 2025

TO: Honorable Mayor and Councilmembers

FROM: Jennifer Schmitke, City Clerk

SUBJECT: **Planning Commission Appointment** (Discussion/Action)

Consider appointment options to fill the vacant position on the Planning Commission.

BACKGROUND:

The City Council appoints residents—both from within the City and, in certain cases, from nearby unincorporated areas—to serve on its six commissions. Appointments are generally made in December for two- or four-year terms.

A seat on the Planning Commission became vacant in July 2025 following a commissioner's resignation. The City published a notice of vacancy in the *Sacramento Valley Mirror*, on the City's website, and at City Hall, inviting interested community members to apply for appointment to serve the remainder of the unexpired term ending December 31, 2028.

ANALYSIS:

The City received three applications from qualified candidates prior to the November 1st deadline:

- **Bruce T. Roundy**
- **Claire Arano**
- **Tyler Rutledge**

The Planning Commission Chairperson reviewed all applications and provided a recommendation to the Mayor for consideration. The City Council may appoint a candidate to fill the remainder of the term or, alternatively, choose to continue the recruitment process to seek additional applicants.

Attachments: Candidate applications

RECOMMENDATION:

Appoint Tyler Rutledge to fill the vacant seat on the Planning Commission, for a term ending December 31, 2028. Mr. Rutledge was recommended by the Planning Commission Chairperson and endorsed by the Mayor.