

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Jessica Rieland, Community Development Director  
**SUBJECT:** Planning Commission Appointment  
**DATE:** December 16, 2024

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**OVERVIEW:**

City code 2-4-2 identifies the establishment and composition of the Planning and Zoning Commission. This group of individual's reviews land use and zoning applications. The responsibility of the Commission is to make recommendations to Council on those issues brought forward.

The Planning Commission consists of seven voting members who are appointed by the City Council. Appointed members serve three-year terms. One third of the members are up at a time creating up to three open vacancies. Two-member terms are up as of December 31, 2024 and Commissioners Becker and Genin have expressed interest in serving a second term. There is a third vacancy due to Commissioner White passing away suddenly in August. Staff has not received any applications to fill the third vacancy at this time.

Staff recommends appointing Commissioners Becker and Genin to serve a second three-year term on the Planning Commission.

**ACTION TO BE CONSIDERED:**

Council is requested to appoint Dean Becker and Gail Genin to the Planning Commission for a term of January 1, 2025 to December 31, 2027.