

COUNCIL ACTION FORM

Meeting Date: September 10, 2026

Staff Contact: Katherine Carttar, City Administrator

Agenda Item: Consider Appointment to the Westwood Planning Commission

Background / Description of Item

The members of the Westwood Planning Commission are appointed by the Mayor, with the consent of the Governing Body, and serve for a term of three (3) years each (16.1.4.2).

Mayoral Recommendation

Following Commissioner Page's notice to vacate her seat, the Mayor issued an open call for candidates. Statements of interest from residents were received. Following review of those statements of interest, Mayor David Waters and Planning Commission Chair Mark Niebling interviewed the candidates and the Mayor is recommending the Governing Body consent¹ to the appointment of Laura Boswell for a three-year term.

Staff Comments

The following candidate, who resides in Westwood, is a qualified appointee and is hereby recommended by the Mayor to serve on the Westwood Planning Commission for a term of three (3) years.

Candidate	Residential Address	Term
Laura Boswell	2301 W. 51 st Street	October 5, 2026 – September 30, 2029

Suggested Motion

I move to confirm the appointment of Laura Boswell to the Westwood Planning Commission for a three-year term to expire September 30, 2029, and for John Sullivan in his capacity as notary public to administer the oath of office at the next regular meeting of the Planning Commission.

¹ Pursuant to Westwood Zoning Ordinance 1.4.2 Commission Membership and Appointment.