



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: August 12, 2025	Department: Administration	Presented By: Mayor Teresa Palmer Toni Fisher, Asst. City Mgr.
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AGENDA ITEM:

Consideration/Action: to appoint 2025 Planning & Zoning Commissioners for Place No. 2 and Alternate.

BACKGROUND:

Planning & Zoning Place 2 Commissioner Scott Smith's appointment to City Council on August 5, 2025, has created a vacancy. Planning & Zoning Alternate Commissioner, Michael Chandler, immediately requested to move to fill Place 2. Willow Park resident Catherine Davis submitted her application for Alternate Commissioner to replace Mr. Chandler. Both positions are in effect until January 2026.

The following Planning & Zoning Commissioners are recommended for appointment:

- Place 2 – Michael Chandler
- Alternate – Catherine Davis

Mr. Smith was also on the Board of Adjustment as Place 4. As of this memo, no requests have been received to fill this vacancy. Any interested residents may contact Staff for an application.

RECOMMENDED MOTION:

Appoint 2025 Planning & Zoning Commissioner Place 2 and Alternate, as stated.