



**CITY OF LAKE ELSINORE
REPORT TO PLANNING COMMISSION**

TO: Honorable Chairperson
Members of the Planning Commission

FROM: Justin Kirk, Assistant Community Development Director

DATE: July 17, 2018

SUBJECT: Reorganization of the Planning Commission

RECOMMENDATION

REORGANIZE AND SELECT A CHAIR AND VICE CHAIR PURSUANT TO CITY COUNCIL POLICY NO. 200-5A.G.1.

DISCUSSION

City Council Policy No. 200-5A.G.1 states that:

Selection of Chair and Vice Chair

1. The Chair and Vice Chair of each Commission shall be selected upon establishment and in July of each year thereafter by a majority of the members and shall serve for one year or until their successors are selected.
2. Each Commission may annually rotate its Chair.

Pursuant to City Council Policy No. 200-5A.G.1 (see attached) staff is advising that the Planning Commission select a Chair and Vice Chair who will serve in that capacity until July 2018.

The procedural format for the selection of the Chair and Vice Chair is for Chairman Gray to yield the floor to Assistant Director Kirk, who will open the floor for nominations. Nominations do not require a second.

Upon closing the nominations, Assistant Director Kirk will conduct a roll call vote. Each Commission member will announce his first choice candidate. The candidate that receives a majority vote will be declared the appointed Chair.

The newly selected Chair will then preside over the selection of Vice Chair using the same procedural format.

Exhibit:

- A. City Council Policy No. 200-5A