



***Planning Commission Memorandum***

**To: Planning Commission**

**From: John Hinzman, Community Development Director**

**Date: December 14, 2015**

**Item: Election of Chair and Vice Chair**

**PLANNING COMMISSION ACTION REQUESTED:**

Elect a Planning Commission Chair and Vice Chair for service in 2016. All Commissioners having served at least one year on the Commission are eligible to serve. Nominations for Chair and Vice Chair shall be made by the Commission.