



## City of Ann Arbor Planning Services

### Memorandum

**TO:** Planning Commission  
**FROM:** Brett Lenart, Planning Manager  
**RE:** 2018-2019 Organizational Meeting Actions  
**DATE:** July 13, 2018

As prescribed by Planning Commission [By-Laws](#), two actions are to occur during the first regular meeting in July. Below is an overview of these actions and recommended actions:

#### 1. Election of Officers

As prescribed by Article VI, Section 6 of the By-Laws, the election of officers shall be held at the first regular meeting in July that occurs after July 1<sup>st</sup>. Three officer positions are identified in the By-Laws: Chair, Vice-Chair, and Secretary. As described by the By-laws, nominations of officers shall be made from the floor and election shall be held immediately after. If more than one candidate is nominated for an officer position, then voting shall be by secret ballot. If only one candidate has been nominated for an office, then the election shall proceed on a voice vote of the Chair.

No member of the Commission shall hold the same office for more than two (2) successive terms, nor hold more than one office at a time. Each action requires a motion, support for the motion, and an affirmative vote of the majority of Planning Commissioners.

Proposed Actions:

*Move that \_\_\_\_\_ be elected Chair of the Ann Arbor Planning Commission until June 30, 2019.*

*Move that \_\_\_\_\_ be elected Vice-Chair of the Ann Arbor Planning Commission until June 30, 2019.*

*Move that \_\_\_\_\_ be elected Secretary of the Ann Arbor Planning Commission until June 30, 2019.*

#### 2. By-Laws Review

As prescribed by Article XIV, Section 2, the Planning Commission shall review the By-Laws on an annual basis. Planning Staff is not proposing any changes to the By-Laws at this time, and would recommend the following motion:

*Move that the By-Laws of the Planning Commission be affirmed as currently adopted.*