



## Planning & Zoning Communication

Meeting Date: February 7, 2023

Requested By: Development Services Department

**Item Title:**

Selection of Officers for 2023

**Explanation:**

Oskaloosa Municipal Code Section 2.56.060, "Planning & Zoning Commission - Selection of Officers", requires the commission to select a chair and a vice-chair at the beginning of each year to serve in those roles for the calendar year. There are no limitations on the number of consecutive terms.

R.D. Keep was voted Chair and Pamela Blomgren Vice Chair for 2022. The commission should voice nominations and select its officers for 2023 at this time.

Historically, staff has filled the role of secretary for the commission and the director the liaison. Development Services Director Shawn Christ will continue to be staff liaison and secretary. However, with a vacancy in the city's building official position and other staff vacancies, the commission might consider choosing a "secretary pro tem" who could volunteer to fill in or assist with agendas or minutes if staff is not available.

**Budget Consideration:**

None

**Attachments:**

None