



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 11/7/2018

Agenda Placement: 8A

## Napa County Planning Commission Board Agenda Letter

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**TO:** Napa County Planning Commission  
**FROM:** Charlene Gallina for David Morrison - Director  
Planning, Building and Environmental Services  
**REPORT BY:** Charlene Gallina, SUPERVISING PLANNER - 299-1355  
**SUBJECT:** ELECTION OF A VICE CHAIR

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### **RECOMMENDATION**

#### **ELECTION OF A VICE CHAIR**

**Staff Recommendation:** Elect a Vice-Chairperson for the remainder of the 2018 calendar year.

**Staff Contact:** Charlene Gallina, Supervising Planner; (707) 299-1355 or [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

### **EXECUTIVE SUMMARY**

Planning Commission Bylaws set forth that should an elected officer resign, or otherwise vacate their office or Commission membership during the term of office, the Commission shall, at a regular meeting within sixty (60) days after the resignation is effective, select another of its members to fill the remainder of any unexpired term.

Given the departure of Commissioner Terry Scott on October 3, 2018, staff has placed the Vice Chair election action on this meeting agenda. Therefore, staff requests that the Commission elect a Vice-Chair by simple motion. The election of the new officers (Chair and Vice-Chair) for 2019 will be held at the last regular meeting held on December 19, 2018.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

**ENVIRONMENTAL IMPACT**

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

**SUPPORTING DOCUMENTS**

None

Napa County Planning Commission: Approve

Reviewed By: Vincent Smith