

MEMORANDUM

To: Members of the Planning Advisory Committee

From: Kimberlee Jones, Municipal Clerk

Date: April 4, 2019

Subject: Election of Chairperson and Vice Chairperson

The Planning Advisory Committee Policy (66000-01) states that at the beginning of the first meeting of each fiscal year, the committee will elect a Chairperson, as well as a Vice Chairperson. Terms for such shall be one year in length.