



Agenda Item: 11.D
Date of Meeting: December 8, 2025
Department: City Clerk

STAFF REPORT

To: City Council
From: Robin Picken
Subject: **Planning Commission - City Council Screening Committee
Appointments**
Prepared On: November 26, 2025
Attachments: Public Notice_Planning Commission Vacancy

Background/History:

There is one scheduled vacancy on the Planning Commission due to Planning Commissioner Heather Lind's term ending on January 24, 2026. This scheduled vacancy was advertised according to the procedures outlined in the City of Bishop City Council Standards and Procedures Manual Section 5.3 Procedure for Filling Vacancies on the Planning Commission and Parks and Recreation Commission.

The City has advertised this scheduled vacancy in the Inyo Register on November 15, 2025, November 22, 2025, and November 29, 2025 with the deadline for all applications to be submitted by 4:00 p.m. on Friday, December 5, 2025.

Analysis/Discussion:

Pursuant to the City of Bishop City Council Standards and Procedures Manual Section 5.2 Recruitment Process, a screening committee, composed of two Councilmembers, appointed by the Mayor and approved by the City Council; the City Administrator; and a Staff Member directly in charge of the subject Commission shall review the applications for each commission vacancy, interview applicants if deemed appropriate and check such reference as they may deem expedient, then make a nomination to the City Council for filling the commission vacancy.

Economic Impacts:

This item does not have any economic impacts.

Budget Impacts:

This item does not have any budget impacts.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies

with the law.

Recommended Action:

Council consideration to approve the two council members appointed by the Mayor to sit on the screening committee to fill the scheduled vacancy on the Planning Commission with a term ending on January 24, 2030.

Approved By: Pam Foster 12/02/2025

Approved By: Dean Pucci 12/03/2025

Approved By:

Approved By: