



## MEMORANDUM

**To:** Mayor and City Council

**From:** Ashley Owens, City Secretary

**Date:** December 10, 2024

**Reference:** Consider accepting the resignation of Glenn Portman from the Planning and Zoning Commission.

**2040:** Sustainable Government

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**Introduction:**

The purpose of this agenda item is to accept the resignation of Glenn Portman from the Planning and Zoning Commission. The position's term expires December 31, 2025.

Each member of a board or commission must be a resident of Coppel. Mr. Portman and his family has recently purchased a home outside of the city. Therefore, Mr. Portman has resigned effective immediately.

Mr. Portman notified staff of his relocation ahead of time. During the Boards and Commissions recruitment process, the interviewing Council members recommended, and City Council appointed a citizen to fill Mr. Portman's unexpired term.

**Benefit to the Community:**

The vacancy has allowed for a new volunteer to join the commission to complete the unexpired term as of January 1, 2025.

**Legal Review:** N/A

**Fiscal Impact:** N/A

**Recommendation:**

Staff recommends accepting the resignation.