

**CHAPTER SIXTEEN - Section 16.06  
PLANNING COMMITTEE CHARTER**

Date:	July 1981
Amended:	January 16, 1984
Amended:	February 28, 1988
Amended:	September 21, 1989
Amended:	March 13, 1991
Amended:	September 5, 1992
Amended:	March 23, 1995
Amended:	December 18, 1997
Amended:	February 26, 1998
Amended:	May 28, 1998
Amended:	November 15, 2001
Amended:	June 20, 2002
Amended:	December 16, 2004
Amended:	May 28, 2009

**I. PURPOSE**

The Planning Committee shall be an advisory committee of the LMOA Board of Directors. Its primary purpose shall be the development and revision, as necessary, of a strategic plan and implementation plans to carry out the steps of the strategic plan. These plans shall be submitted to the Board of Directors for its review, response and action.

**II. MEMBERSHIP AND STRUCTURE**

- A. The Committee shall be comprised of five to nine members appointed by the Board of Directors in accordance with PM 16.0, Committees – Overall Committee Charter.
- B. The committee may appoint one of its members as a non-voting liaison to another committee in accordance with PM 16.0.

**III. DUTIES AND RESPONSIBILITIES**

- A. The Planning Committee shall study and project the current and future needs of the community, including services and amenities, and prepare a strategic plan and implementation plans for the Board’s consideration and action. Where practical, each item proposed shall include a cost-benefit analysis.
- B. The Committee shall work with the Board of Directors and the General Manager or their designees, as well as the standing committees, to secure information needed to create the plans.
- C. The Committee shall review the plan at least annually to verify that it is still appropriate and recommend any needed changes to the Board of Directors.
- D. The Committee may solicit input from members of the community as needed in preparation of the plans and may conduct surveys in accordance with PM 16.0.

**IV. COMMITTEE MEETINGS AND CONDUCT BY COMMITTEE**

- A. The Planning Committee shall meet at least once every month.
- B. All actions of and conduct by the Planning Committee, including meetings, shall be in strict compliance with PM 16.0, Overall Committee Charter, unless prescribed by the Board of Directors and incorporated into this Charter.

Cross Reference: PM 16.0 Committee Charters: Committees – Overall Committee Charter