

CITY OF DONALD

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Planning Commission Action Agenda Summary Thursday, March 23, 2023 at 6:45pm Donald City Hall: 10710 Main St. NE

Meetings are now being held in person with the option of joining via Webex

Open Meeting: Planning Commission Chair Hungate opened the regular meeting of the Donald Planning Commission on Thursday, March 23, 2023 at 6:52pm.

Pledge of Allegiance

Roll Call

Commissioners Present In-Person: Chair Cammi Hungate, Commissioners: Alice Bentz and Jack Crawford.

Commissioners Absent: Commissioner Lauren Gonzalez-Alfaro (unexcused), Commissioner Mike Mader (unexcused).

Staff Present In-Person: City Manager Eric Underwood.

Add or Delete Agenda Items: None

General Comments from the Public: None

Old Business:

I. Vote: Elect Planning Commission Vice Chair

City Manager Underwood referred to his memo that was included in the Commissioner's packets for prior inspection.

- Chair Hungate nominated Commissioner Crawford for the 2023 Planning Commission Vice Chair.
- Commissioner Crawford accepted the nomination.
- No additional nominations were made.

A roll call vote was conducted, selecting Commissioner Crawford as Planning Commission Vice Chair:

- Commissioner Bentz: Yay
- Chair Hungate: Yay
- Commissioner Crawford: Abstained
- ✓ Commissioner Jack Crawford was selected as the Planning Commission Vice Chair for year 2023. No discussion. Vote: 2-0-1. Motion carried. Commissioner Crawford abstained.

New Business:

I. Vote: Action Agenda Summary: January 26, 2023

Chair Hungate asked if a Commissioner was not present at the meeting, can they vote on the Action Agenda Summary for that meeting, to which Manager Underwood stated they could not.

- ✓ Commissioner Bentz motioned and Chair Hungate seconded to approve the January 23, 2023 Action Agenda Summary as submitted. No discussion. Vote: 3-0-0. Motion carried.

Commissioners' Discussion: None

City Manager Report

The Commission discussed the SEI filing required of elected & appointed officials. Commissioners were directed to contact the Ethics Commission if they have any questions and were provided contact information in their packets.

The upcoming Ethics Training on March 28, 2023 was discussed. Commissioners were encouraged to attend.

Manager Underwood provided an update on the Water Well #3 project including the projects current phase, where the well is located, funding and the project timeline.

The Matthieu St. phase 2 project was discussed. Manager Underwood shared that the contract has been signed and the Notice to Proceed has been sent.

An update on the Blake Ct. project was provided by Manager Underwood. Construction is complete and the project is being finalized.

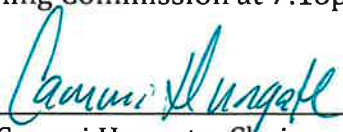
The Harvest Gardens housing development was briefly discussed.

Manager Underwood summarized two letters of support sent at the direction of the City Council. The first letter is in support of House Bill 2662 regarding a possible ODOT Westside Express Service Extension Study. The second letter is a revised draft of a previous support letter sent to the Aurora Rural Fire District in support of a new fire hall.

Adjourn

- ✓ Chair Hungate adjourned the regular meeting of the Planning Commission at 7:18pm.

Date: August 24, 2023

Signed: 
 Cammi Hungate, Chair

ATTEST

Date: August 24, 2023

Signed: 
 Eric Underwood, City Manager

Respectfully submitted by Randi Meadors, Administrative Coordinator