



CITY OF DONALD

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Planning Commission

Action Agenda Summary

Thursday, January 25, 2024 at 6:45 pm

Commissioners & Staff at City Hall: 10710 Main St. NE

Public Attendance at City Hall and via Webex

OPEN MEETING: Chair Cammi Hungate opened the regular meeting of the Donald Planning Commission on Thursday, January 25, 2024 at 6:48 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioners Present: Chair Cammi Hungate, Commissioners: Lauren Gonzalez-Alfaro and James Harden.

Commissioners Absent: Alice Bentz (unexcused).

Staff Present: City Manager Eric Underwood.

ADD/DELETE AGENDA ITEMS: None

GENERAL COMMENTS FROM THE PUBLIC: None

OLD BUSINESS: None

NEW BUSINESS:

I. **Vote: Elect Planning Commission Chair**

Manager Underwood referred to his memo which outlined the process for nominating and appointing a commissioner to serve as the Planning Commission Chair.

- Commissioner Harden nominated Cammi Hungate to serve as the Donald Planning Commission Chair.
 - Chair Hungate accepted the nomination.
- Commissioner Gonzalez-Alfaro nominated Cammi Hungate to serve as the Donald Planning Commission Chair.
 - Chair Hungate accepted the nomination.

A roll call vote was conducted by Manager Underwood:

- Commissioner Harden voted in favor of Cammi Hungate serving as the Donald Planning Commission Chair for the year 2024.
- Commissioner Gonzalez-Alfaro voted in favor of Cammi Hungate serving as the Donald Planning Commission Chair for the year 2024.

- ✓ Chair Hungate will serve as the Donald Planning Commission Chair for the year 2024.

II. Vote: Elect Planning Commission Vice Chair

- Commissioner Harden nominated himself to serve as the Planning Commission Vice Chair.
- Commissioner Gonzalez-Alfaro nominated Commissioner Harden to serve as the Donald Planning Commission Vice Chair.

A roll call vote was conducted by Manager Underwood:

- Commissioner Gonzalez-Alfaro voted in favor of Commissioner Harden serving as the Donald Planning Commission Vice Chair for the year 2024.
- Chair Hungate voted in favor of Commissioner Harden serving as the Donald Planning Commission Vice Chair for the year 2024.
- ✓ Commissioner Harden will serve as the Donald Planning Commission Vice Chair for the year 2024.

III. Vote: Action Agenda Summary: October 26, 2023

- ✓ Vice Chair Harden motioned and Commissioner Gonzalez-Alfaro seconded to accept the October 26, 2023 Action Agenda Summary as presented. No discussion. Vote: 3-0-0. Motion carried.

IV. Vote: Recommendation for Planning Commission Appointments – John Crawford, Bryan Hall, and Trevor Alley

All three applicants, who were in attendance, introduced themselves, provided their background, and answered the Commissioner's questions. There was discussion around the work that the Planning Commission does and how they also serve as the Donald Tree Board.

- ✓ Commissioner Gonzalez-Alfaro motioned and Councilor Harden seconded to recommend that the City Council appoint John Crawford to the Donald Planning Commission. No discussion. Vote: 3-0-0. Motion carried.
- ✓ Vice Chair Harden motioned and Commissioner Gonzalez-Alfaro seconded to recommend that the City Council appoint Bryan Hall to the Donald Planning Commission. No discussion. Vote: 3-0-0. Motion carried.
- ✓ Vice Chair Harden motioned and Commissioner Gonzalez-Alfaro seconded to recommend that the City Council appoint Trevor Alley to the Donald Planning Commission. No discussion. Vote: 3-0-0. Motion carried.

Manager Underwood encouraged the applicants to attend the City Council meeting on Tuesday, February 13, 2024 at 6:45pm.

COMMISSIONERS' DISCUSSION: None.

CITY MANAGER REPORT: Manager Underwood referred to his report that was included in the Planning Commission packet for prior review. There was discussion regarding the annual Statement of Economic Interest (S.E.I.) filing required by the Oregon Ethics Commission, the City Manager's goals for the year, a recent cyber intrusion attempt made on the City's email domain and

construction projects including Water Well #3, Harvest Garden and the park gazebo.

The Commission and Planning Commission applicants discussed the duties of the Planning Commission, City events, and volunteer opportunities.

The Planning Commission requested that the February agenda include time to discuss the tree at the skate park and arbor day event planning.

ADJOURN

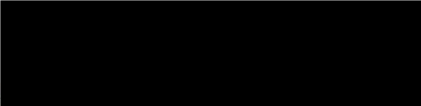
- ✓ Commissioner Harden motioned and Commissioner Gonzalez-Alfaro seconded to adjourn the regular meeting of the Donald Planning Commission on Thursday, January 25, 2024 at 7:34pm. No discussion. Vote: 3-0-0. Motion carried.

Date: February 27, 2025

Signed 
Bryan Hall, Chair

ATTEST:

Date: February 27, 2025

Signed 
Eric Underwood, City Manager

