

IN ATTENDANCE

Commissioners Present: Brad Mertz, Kay Heaps, Rod Parker, Genevieve Baker, Karen Ellingson, and Michael Farrer

Commissioners Excused: Chairman Frank Young

City Staff: Josh Yost, Community Development Director
Laura Thompson, City Planner
Heather Bakker, Executive Assistant

City Council Excused: Matt Packard

CALL TO ORDER

Due to Chairman Frank Young's absence, Commissioner Baker nominated Commissioner Brad Mertz to act as Chairman pro tem for this meeting. Commissioner Heaps seconded. The vote to have Commissioner Mertz serve as Chairman pro tem was unanimous.

Chairman pro tem Mertz called the meeting to order at 7:06 p.m.

DISCUSSION OF AGENDA

Chairman pro tem Mertz asked if there were any corrections to the agenda. There were no corrections to the agenda.

DISCUSSION OF MINUTES

February 25, 2020

Chairman pro tem Mertz asked if there were any corrections to the minutes. There were no corrections to the minutes.

CONSENT AGENDA

Approval of the Grant Commercial Subdivision located in the area of 400 N 2000 W in the HC-Highway Commercial Zone.

LEGISLATIVE SESSION

No Items

ADMINISTRATIVE SESSION

No Items

With nothing further to discuss, Commissioner Farrer moved to adjourn the briefing meeting. Commissioner Ellingson seconded the motion. The vote to adjourn the briefing meeting was unanimous.

Chairman pro tem Mertz adjourned the meeting at 7:08 p.m.

IN ATTENDANCE

Commissioners Present: Brad Mertz, Kay Heaps, Rod Parker, Genevieve Baker, Karen Ellingson, and Michael Farrer

Commissioners Excused: Chairman Frank Young

City Staff: Josh Yost, Community Development Director
Laura Thompson, City Planner
Heather Bakker, Executive Assistant

City Council Excused: Matt Packard

CALL TO ORDER

Chairman pro tem Mertz called the meeting to order at 7:08 p.m.

APPROVAL OF THE AGENDA

Commissioner Baker moved to approve the agenda as written. Commissioner Ellingson seconded the motion. The vote to approve the agenda was unanimous.

APPROVAL OF THE MINUTES

February 25, 2020

Commissioner Heaps moved to approve the minutes. Commissioner Farrer seconded. The vote to approve the minutes with the change was unanimous.

CONSENT AGENDA

- 1. Approval of the Grant Commercial Subdivision located in the area of 400 N 2000 W in the HC-Highway Commercial Zone.**

Commissioner Farrer moved to approve the Consent Agenda. Commissioner Baker seconded the motion. The vote to approve the Consent Agenda was unanimous.

LEGISLATIVE SESSION:

No Items

ADMINISTRATIVE SESSION

No Items

Commissioner Baker asked if next at the meeting, the Commissioners will vote on a new Chairman and Vice Chairman. Josh Yost, Community Development Director said yes, it will be on the agenda for the next meeting. Commissioner Heaps asked how often that changes. Mr. Yost stated that it happens annually. Chairman pro tem Mertz mentioned that those rules are in the bylaws and he asked if they could get a copy of those bylaws, especially to the new Commissioners. Mr. Yost stated that there is a lot of information we need to get out, especially to the new Commissioners. He will have Heather Bakker, Executive Assistant make appointments for Mr. Yost to have a telephone meeting with Commissioners Heaps and Parker. Chairman pro tem Mertz asked if Ms. Bakker has all the information she needs to make those appointments. Ms. Bakker affirmed.

With nothing further to discuss, Commissioner Farrer moved to adjourn the meeting. Commissioner Baker seconded the motion. The vote to close the meeting was unanimous.

Chairman pro tem Mertz adjourned the meeting at 7:14 p.m.

Commissioner Heaps asked when the next meeting will be held. Mr. Yost stated that it is April 28 and it will be an electronic meeting. He said that for the rest of this fiscal year at least, there will be no in person meetings. Chairman pro tem Mertz stated that the fiscal year ends in June.

Commissioner Farrer asked how letters of recommendation will be signed while having electronic meetings. Planner Thompson stated that if they are items that don't go to City Council, they don't need letters of recommendation. This item is a minor subdivision and does not go to Council for approval.