

**Planning and Zoning Commission Work Session Minutes
November 6, 2025
Conference Room 1C - 1st Floor City Hall**

Call to Order

Commissioners Present – Brodsky, Darr, Geuea Jones, Ortiz, Stanton, Walters, and Wilson

Commissioners Absent – Gray, Stockton

Staff Present – Craig, Krause, Halligan, Orendorff, Smith

Introductions

None

Approval of Agenda

Meeting agenda adopted unanimously.

Approval of Minutes

The October 23, 2025 work session minutes were approved.

Special Items

A. Commissioner Training – Freedom of Information and Open Records

Earl Kraus gave a presentation on the topics which was followed by general discussion and the following questions being asked by the indicated Commissioners and member of the staff.

- Commissioner Wilson asked a question relating to how “business” is defined relating to the starting of meetings. Commissioner Walters asked about quorum requirements and the starting of a meeting.
- Commissioner Geuea Jones asked about the time frame to send out public notices and if Commissioners are covered by the City’s ENO (Errors and Omissions) policy.
- Commissioner Brodsky asked about charging for redactions, but not being able to charge for legal review of records.
- Director Smith asked about knowingly avoiding a quorum
- Commissioner Darr asked about where to send the public if a Commissioner is asked for records.

Adjournment

Meeting adjourned at 6:45 pm.

Actions taken:

A motion made to approve the agenda, as submitted by Commissioner Ortiz and seconded by Commissioner Darr. The agenda was approved unanimously. A motion made to approve the October 23, 2025 minutes by Commissioner Walters and seconded by Commissioner Darr. The minutes were approved unanimously.