



PLANNING COMMISSION MEETING MINUTES
WEDNESDAY, JANUARY 14TH, 2026
HELD VIA ZOOM & IN PERSON AT CITY HALL

Planning Commission Members Present: Joe Mann (Chairperson), Tom Sahlberg, Jim Baumker, DG Garcia, Charlie Jencks, Phil Folyer, and Gene Heuschel.

Adjunct Member(s) Present: Troy Mullenix

Staff Present: Amy Mullerleile, Lance Mueller, Kathy Cummings, and Mark McAvoy

Call to Order: Meeting was called to order at 4:17 p.m. due to technical difficulties.

Roll Call: A quorum of members was present.

Commissioner Mann then asked that everyone stand for the Pledge of Allegiance.

Review of Agenda: Commissioner Mann requested that adjustments be made to the meeting agenda prior to approving. The amendments included adding Mark McAvoy, the City Manager, to address the commission regarding Lisa Key's departure from the city, a discussion of the election process and bylaws before the election of the chair and vice-chair, and removing the greenhouse gas review from the workshop portion of the meeting in order to incorporate it as part of the Secretary's Report. Commissioner Sahlberg motioned to approve the agenda as amended, seconded by Commissioner Jencks. The motion passed unanimously.

Approval of Minutes: A motion was made by Commissioner Jencks to approve the December 10th meeting minutes, seconded by Commissioner Heuschel. The motion passed unanimously.

Election of the Commission Chair and Vice-Chair: Commissioner Mann discussed what the bylaws say regarding this election. He further discussed that if the Commission would like to continue with open nominations and voting there will need to be a future workshop changing the bylaws and these changes will need to be submitted to City Council for approval. Commissioner Garcia motioned to set aside the bylaws pertaining to the election of the Chairman and Vice-Chair for this meeting, seconded by Commissioner Jencks. The motion passed unanimously. Commissioner Garcia moved to jointly appoint Commissioner Sahlberg as Chairperson and Commissioner Folyer as Vice Chairperson, seconded by Commissioner Baumker. The motion was carried unopposed.

The commission decided on the members of the design review committee, with Commissioner Mann, Commissioner Garcia, and Commissioner Heuschel as primary members, and Commissioner Mullenix as an alternate. Commissioner Jencks motioned to approve the members, seconded by Commissioner Baumker. The motion passed unanimously.

The commission agreed to keep the 2026 Planning Commission meeting calendar as-is, since it had been previously approved last year.

Workshops:

Parks Plan Follow-up: Gen Dial, a consultant with SCJ Alliance, provided an update on the Parks and Recreation Master Plan, focusing on level of service standards. The commission adopted alternative B with modifications, including reclassifying homeowner association pocket

parks as neighborhood parks, removing Ridgeline High School and Selkirk Middle School from the parks inventory, and updates to the Parkland Inventory table to reflect these changes. Questions and discussion ensued. Commissioner Folyer motioned to recommend to city council the specific level of service standards for adoption, seconded by Commissioner Sahlberg. The motion passed unanimously. A final copy will be forwarded to the commission once the corrections are made.

Draft Transportation Element, Part 2: Senior Planner, Amy Mullerleile, reviewed the remainder of the draft transportation element from the previous month's meeting, discussing the minor changes made and the changes to the technical language in the transportation network analysis section.

Citizen Comments: None.

Secretary's Report: Senior Planner, Amy Mullerleile, gave an update on the Department of Commerce greenhouse gas workshop, noting that while concerns exist, solutions are expected soon. Also, an application for the first Design Review meeting of the year has been requested, so invitations and submittals will be sent out.

Commissioner's Reports: Commissioner Sahlberg wanted to thank Commissioner Mullenix for telling him that Lisa Key would no longer be working with the commission and shared that after speaking with her, she had mentioned how much she appreciated working with everyone.

Commissioner Mann also stated his appreciation of working with the commission and staff while serving as Chair for the last two years.

Adjournment: Commissioner Jencks motioned to adjourn the meeting, seconded by Commissioner Baumker. The motion carried unanimously. The meeting was adjourned at 5:00 p.m.