



# MINUTES

**REGULAR MEETING  
OF THE PLANNING COMMISSION  
CITY OF NEEDLES, CALIFORNIA  
WEDNESDAY, FEBRUARY 4, 2025, AT 4:00 PM  
COUNCIL CHAMBERS, 1111 BAILEY AVE., NEEDLES**

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**CALL TO ORDER** - Chair Wright called the meeting to order at 4:02 PM

Chair Wright called for a vote to excuse the absence of Commissioner Bosboom.

Commissioner Bosboom's excused absence was approved by the following vote:

Ayes: Commissioners Long, Beard, Payson, Chair Wright, Commissioners Ostby and Cox  
Noes: None  
Absent: Commissioner Bosboom  
Abstain: None

## **ROLL CALL**

### **PRESENT**

Commissioner Owen Long  
Commissioner Barbara Beard  
Commissioner Joe Payson  
Chair Michael Wright  
Commissioner Kevin Ostby  
Commissioner Allen Cox

### **ABSENT**

Commissioner Will Bosboom

**PLEDGE OF ALLEGIANCE** - Led by Chair Wright

### **APPROVAL OF AGENDA**

Commissioner Ostby made a motion, second by Commissioner Payson, to approve the agenda. Motion carried by the following vote:

Ayes: Commissioners Long, Beard, Payson, Chair Wright, Commissioners Ostby and Cox  
Noes: None  
Absent: Commissioner Bosboom  
Abstain: None

**CONFLICT OF INTEREST** - None

**CORRESPONDENCE** - None

**INTRODUCTIONS** – Chair Wright acknowledged Mayor Jernigan in attendance.

### **OATH OF OFFICE**

City Clerk Candace Clark administered the Oath of Office to newly appointed Planning Commissioner Allen Cox.

### **PRESENTATIONS**

1. City Planner Romero presented a PowerPoint on Planning Commission roles and responsibilities

**PUBLIC APPEARANCE** - None

### **REGULAR ITEMS**

2. Approve the Minutes of December 3, 2026

Commissioner Long made a motion, second by Commissioner Beard, to approve the minutes of December 3, 2025. Motion carried by the following vote:

Ayes: Commissioners Long, Beard, Payson, Chair Wright, Commissioners Ostby and Cox  
Noes: None  
Absent: Commissioner Bosboom  
Abstain: None

### **COMMISSIONER REQUESTS**

Commissioner Long asked about Form 700 filing requirements. City Clerk responded.

Commissioner Beard expressed concern about the tribal contractors who are installing fiber optics and asked staff about easement rights. City Manager Martinez responded.

Commissioner Payson had no requests.

Commissioner Ostby announced that he will be retiring and his last meeting will be on March 4, 2026.

Commissioner Cox spoke about egress, right of way and Public Utility Easement (PUE) rights, in response to Commissioner Beard's questions.

Chair Wright reported on the museum and encouraged residents to visit.

### **CITY MANAGER REPORT**

City Manager's Report for the weeks of January 16 and 23, 2026, given by City Manager Martinez.

### **ADJOURNMENT**

Chair Wright called for a motion to adjourn. Commissioner Long made a motion, second by Commissioner Ostby. Motion passed by unanimous vote.

Meeting adjourned at 5:06 PM

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Chair Michael Wright

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City Clerk Candace Clark