



CITY OF OREGON CITY

Staff Report

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To: Planning Commission
From: Administrative Assistant Kay Neumann

Agenda Date: 09/25/2023

SUBJECT:

Planning Commission Minutes Approval

STAFF RECOMMENDATION:

Staff recommends Planning Commission approve the meeting minutes listed below and attached for your review.

BACKGROUND:

Please find multiple meeting minutes attached for review to be approved at the next meeting.

The City Recorder's office conducted an audit of all minutes for the City's public meetings and found there were a large number of minutes that were not drafted, were drafted but not approved, or were posted on-line and not approved. The City Recorder used the audit to create a tracking log of the disposition of each meeting. Based on this information staff will include minutes from previous meetings on each agenda until all drafted minutes are approved.

Minutes in this packet include:

1. 10/25/2021
2. 06/27/2022
3. 05/08/2023
4. 05/22/2023
5. 09/11/2023

NOTE: These can all be approved as a single motion and do not need to be approved individually. There will be additional sessions with multiple meeting minutes. The City is in the process of devising a plan to fill in the many meetings where minutes have not yet been transcribed.