

ALGONA PLANNING COMMISSION
September 12, 2013
Draft Minutes



1. **CALL TO ORDER** – Chair Rosanna Frerichs called the meeting to order at 6:30 PM. Commissioners present were Dawn Dofelmire, Michelle Treichel, Erik Madsen, and Kim Sears. Staff present was Elizabeth Chamberlain – City of Algona Contract Planner, and Iris Sisco – Clerical Assistant.
2. **APPROVAL OF AGENDA** – The agenda for September 12, 2013 was unanimously approved upon motion by Dofelmire, seconded by Treichel.
3. **APPROVAL OF MINUTES** – The minutes from July 11, 2013 were unanimously approved upon motion by Treichel, seconded by Dofelmire.
4. **PLANNING DEPARTMENT REPORT-** City of Algona Contract Planner Elizabeth Chamberlain briefly updated commissioners on various projects occurring in the city.
5. **OTHER BUSINESS-Comprehensive Plan Update –Citizen survey results**

Contract Planner Elizabeth Chamberlain summarized the results of the citizen survey included with the July utility billing. The City received back approximately 1.5% of the surveys (11 surveys). Commissioners briefly discussed responses.

Elizabeth also commented that a contract is being finalized with Shockey Planning to assist with the comp plan update.

6. **ADJOURNMENT** - As there was no further business, the meeting adjourned at 6:43 PM.

APPROVED:

IRIS SISCO, CLERICAL ASSISTANT
CITY OF ALGONA
PLANNING COMMISSION

ROSANNA FRERICHS, CHAIR
CITY OF ALGONA
PLANNING COMMISSION

The Planning Commission minutes are not verbatim; however tape recordings are available upon request.