



**PLANNING BOARD MEETING
February 12, 2026 – 7:00 P.M.
MEETING MINUTES**

CALL TO ORDER – Chairman Ray Fost called meeting to Order at 7:00 p.m.

ROLL CALL – Present: Chairman Ray Foust, David Rosario, Nicole Rumbold, Ronald Campbell, Lori Machuk (ex-officio), and City Manager Joe Karlichek. **Absent:** Ashley Putnam, Warren Edwards, and Paul Wixson.

PLEDGE OF ALEGIANCE TO THE FLAG Chairman Ray Foust led the Pledge of Allegiance.

APPROVAL OF MINUTES

1. Approval of Meeting Minutes September 11, 2025

Action:

Motion: Rosario to approve Minutes

Second: Campbell

A – YES, Motion Carried.

PRESENTATION

Adam Young, AICP, Senior Project Manager – Wade Trim

- A. Memorandum

- B. Zoning Audit Findings

Action: Presentation made and discussed in depth. Wade Trim to provide city manager proposal on Zoning Audit and present it to the Board in March 2026.

CITIZEN COMMENT (Agenda Items Only)

None

COMMUNICATIONS

UNFINISHED BUSINESS

PUBLIC HEARING

NEW BUSINESS

1. Consider Selection of Officers (Chairperson, Vice-Chairperson, and Secretary).

Action:

Motion: Rosario to name Mr. Foust as Chairman

Second: Mr. Campbell

A – YES, Motion Carried.

Action:
Motion: Mr. Campbell nominate Mr. Wixson as Vice Chairman
Second: Rosario
A – YES, Motion Carried.

Action:
Motion: Mr. Rosario nominate self as Secretary
Second: Mr. Foust
A – YES, Motion Carried.

Action:
Motion: Campbell to nominate Mr. Faust as ZBA representative
Second: Rosario
A – YES, Motion Carried.

2. Consider Review of By-Laws
Action: Discussion. No changes requested.

STAFF REPORTS

1. City Manager to provide verbal report to Planning Board on Capital Improvement Plan (CIP), upcoming Budget FY26/27 planning and Planning Board next meeting in March 2026.
Action: City Manager provided report to Board.

EXETENDED CITIZEN COMMENT

None

PLANNING COMMISSION MEMBER COMMENTS

None

ADJOURNMENT – Adjourned 8:35 p.m.

Action:
Motion: Mr. Campbell
Second: Rosario
A – YES, Motion Carried.

NEXT MEETING – March 12, 2026.