

## **Planning & Zoning Commission Meeting Minutes**

Thursday, August 15<sup>th</sup>, 2019 @ 6pm  
City Hall

Chairman Neal called the regular meeting to order at 6:02pm.

### Members present:

- Commissioner Little
- Commissioner Kurtz
- Commissioner Kwaisi
- Chairman Neal
- Commissioner Mann
- Secretary Meadows

### Others present:

- Donald Brown, City Attorney
- Sydney M. Allen, Planning & Zoning Administrator
- Tracy Slagle, City Administrator

### Approval of Agenda:

After reviewing the agenda, Secretary Meadows made a motion to approve as presented. Commissioner Kurtz seconded the motion. The agenda was approved.

### Approval of Meeting Minutes:

After reviewing the meeting minutes from July 18<sup>th</sup>, 2019, Commissioner Kurtz made a motion to approve as presented. Commissioner Little seconded the motion. The minutes were approved.

### Old Business:

- **Comprehensive Plan Discussion:** The Commission held a discussion that wrapped up their review of the 2010 Comprehensive Plan. They discussed the current mission/vision statement and talked about making some modifications. Sydney mentioned that it was lengthy and maybe something that can be tweaked when updating the plan next year. Ed stated that the community was involved in creating that vision statement during the last Comprehensive Plan. Chairman Neal stated that there needs to be an emphasis on informing citizens and getting input from the community when moving forward with the update.
- **2020 Comprehensive Plan Update Discussion – RFP’s:** Sydney provided the Commission with two examples of Request for Proposals for the 2020 Comprehensive Plan update. She stated that there are several different approaches to RFPs and wanted input from the Commission regarding the City’s. Sydney asked the group to list a few of the sections of the current plan that would be important to be focused on or not focused on during the update. The group agreed that Future Land Use was important and a helpful tool that



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should be used moving forward. They also discussed design standards, connectivity, annexation and an annexation plan, open space requirements, and a possible housing study. Tracy mentioned that when the previous plan was adopted, the City was not yet MS4 compliant so that will be a change for this update. Sydney stated that she would work on drafting an RFP for the Commission's review at the next meeting. Commissioner Kurtz brought up the budget and stated that the budget for the update has to meet the expected standards of the update.

There were no citizen comments.

Commissioner Kurtz made a motion to adjourn the meeting. Commissioner Little seconded. Chairman Neal adjourned the meeting at 6:58pm.