



MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
Virtual Meeting
October 14, 2020
Immediately Following the 6:00 PM Regular Session Meeting

1. Call to Order

The meeting was called to order at 8:01 p.m.

2. Roll Call: One or more members of the Commission may participate by telephone.

Alex Matheson	Chair	Present via WebEx
Troy Young	Vice Chair	Present via WebEx
Steve Sossaman	Commissioner	Present via WebEx
Lea Spall	Commissioner	Present via WebEx
Matt McWilliams	Commissioner	Present via WebEx
David Gillette	Commissioner	Present via WebEx
Bill Smith	Commissioner	Present via WebEx

3. Items for Discussion:

A. Open Meeting Law (Mitesh Patel, Town Attorney)

Town Attorney Mitesh Patel reviewed the Arizona Open Meeting Laws, including the definition of a public body; elements of a meeting; notices and agendas; and splintering the quorum in regards to email, texts and other electronic communication. He provided common pitfalls when a member can unintentionally communicate with others on an issue in violation of open meeting law and how to avoid such situations. He provided direction on meeting with staff members and said it is only allowed for educational purposes and staff should not repeat thoughts, inclinations, and opinions of other Commission members. Mr. Patel concluded with violations, investigation methods, and possible consequences and penalties.

4. Recent Activity Update:

None.

5. Summary of Events from members of the Commission and Staff:

The Commission may not deliberate or take action on any matter in the “summary” unless the specific matter is properly noticed on the Regular Session agenda.

Planning Administrator Erik Swanson thanked the Commission for their hours and service to the Town. He updated the Commission on the vacant position in the Planning Department and said a new planner will be starting next month and will be introduced at the next meeting.

6. Adjournment:

The meeting adjourned at 8:21 p.m.

TOWN OF QUEEN CREEK

Troy Young, Vice Chair

ATTEST:

Joy Maglione, Deputy Town Clerk

I, Joy Maglione, do hereby certify that to the best of my knowledge and belief, the foregoing Minutes are a true and correct copy of the Work Study Session Minutes of the October 14, 2020 Work Study Session of the Queen Creek Planning Commission. I further certify that the meeting was duly called and that a quorum was present.

Passed and approved on: November 10, 2020