



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

February 24, 2015

The meeting of the Leon Valley Zoning Commission convened at 6:43 p.m. on Tuesday, February 16, 2015, in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. Roll Call

Present were Chairman Claude Guerra III, 1st Vice-Chair Olen Yarnell, 2nd Vice-Chair Phyllis McMillan and Members Hal Burnside, Pedro Esquivel, and Alternate Tony Westrich. Absent and unexcused were Nicole Monsibais, Alternate Member David Edwards and Larry Proffitt. Absent and excused was David Jordan. Also present were Claudia Mora Economic Development Director and Crystal Caldera Assistant City Manager/HR Director, acting as recording secretary.

II. Approval of the Minutes – December 16, 2014

A motion was made by Commission Member Pedro Esquivel to approve the minutes as written and to bring back November 18, 2014 minutes at the next Zoning Commission meeting (the November 18, 2014 minutes were not approved in December and should have been approved at this meeting). The Motion was seconded by Commission Member Hal Burnside. The motion passed unanimously.

III. Commission discussion and possible consideration of Master Plan amendments processes and next steps.

City Staff had reviewed the Zoning Commission minutes from 2012 to present and developed a short list of master plan revisions. Assistant City Manager/HR Director Crystal Caldera led the discussion by pointing out what staff had determined as possible amendments.

Chairman Claude Guerra III explained the process of the public hearings and meetings dealing with the various neighborhoods. He continued by stating that each member of the Zoning Commission was assigned a section and then presented their finding at the Zoning Commission meeting. Chairman Guerra also expressed that while in the public comment process, residents would bring up concerns that may not be appropriate to go within the Master Plan document, and asked the Commission how they would like to address those concerns.

Commission Member Phyllis McMillian recalled that the Commission members were given specific neighborhoods as assignments and then would report back to the Commission. She also remembered that former Community Development Director Kristie Flores would notify the departments responsible for the items that were presented by the residents that did not go into the Master Plan document. Commission Member Pedro Esquivel concurred with Ms. McMillian, some of the issues were code enforcement issues; and, he was under the impression those concerns went to the code enforcement officer, and if they had not, then they should have.

Chairman Claude Guerra III suggested that the Commission may want to wait until the new staff person has arrived to see what kinds of ideas she has about moving forward with the Master Plan.

1st Vice-Chair Olen Yarnell also suggested that maybe the Commission start over, since some of the information may be outdated and the Master Plan is scheduled to update in 2017. There was some discussion on this; however, the Commission felt that a lot of time was already put forth in the process they were currently in, and starting over would not prove to be advantageous.

Commission member Hal Burnside suggested that staff combine the minutes and the agendas and that the Commission review the minutes and develop a more accurate list of revisions. There was a

lengthy discussion and the Commission agreed that this would be a great way to tackle the Master Plan revisions going forward. Staff agreed to gather the agenda and minutes, and provide them to the Zoning Commission as they review a few neighborhoods at a time.

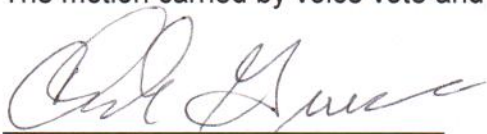
Alternate Commission Member Tony Westrich volunteered to maintain a working book of the Master Plan document. Therefore, as things arise over time, he would then update the book and the commission would be in front of the Master Plan revisions process the next time. The Commission agreed that this was a great idea.

IV. Executive Session in Accordance with the Texas Local Government Code

There was neither item, nor action necessary for this session.

V. ADJOURN

Commissioner Pedro Esquivel made a motion to adjourn, seconded by 1st Vice-Chair Olen Yarnell. The motion carried by voice vote and the meeting was adjourned at 8:27 p.m.



CHAIR



STAFF