AGENDA
CITY OF BENBROOK
APPEALS COMMISSION
TUESDAY, JANUARY 26, 2016

911 WINSCOTT ROAD
WORK SESSION, 7:15 P.M.
PRE-COUNCIL CONFERENCE ROOM, OPEN TO PUBLIC

REGULAR MEETING, 7:30 P.M.
CITY COUNCIL CHAMBERS

ALL AGENDA ITEMS ARE SUBJECT TO FINAL ACTION

I. CALL TO ORDER

II. CONSIDERATION OF MINUTES

Regular Meeting, January 27, 2015

Documents: APPEALSMINUTES-1-27-15.PDF

III. OATH OF OFFICE

IV. SELECTION OF CHAIR AND VICE CHAIR

V. ADJOURNMENT

WORK SESSION FOLLOWING REGULAR MEETING
Commission Training

THIS FACILITY IS WHEELCHAIR ACCESSIBLE. FOR ACCOMMODATIONS OR TO INFORM US OF INACCESSIBILITY TO THIS MEETING, PLEASE CONTACT ANDY WAYMAN, CITY MANAGER, AT 817-249-3000. FOR SIGN INTERPRETATIVE SERVICES, PLEASE CALL 48 HOURS IN ADVANCE.

MINUTES
OF THE
MEETING OF THE
BENBROOK APPEALS COMMISSION
TUESDAY, JANUARY 27, 2015

The Regular Meeting of the Appeals Commission of the City of Benbrook was held on Tuesday, January 27, 2015 at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following members present:

Wes Myers
Marci Mercado
Odessa Ellis
Jennifer Mundine
Donald Pilliod
Karon Adams

Also Present:
Joel Trott, Commission Alternate Appointee
Dave Gattis, Deputy City Manager
Ed Gallagher, Planning Director
Sue Clark, Recording Secretary/Notary
Jenifer Reiner, City Planner
Izzy Rivera, Building Official

I. CALL TO ORDER

Chairman Myers called the meeting to order at 7:30 p.m.

II. CONSIDERATION OF MINUTES

Regular Meeting – February 25, 2014

Motion by Ms. Ellis to approve the minutes of the February 25, 2014 Commission meeting as presented. Second by Mr. Pilliod. The Chair called the question.

Vote on the Motion:

Ayes: Ms. Ellis, Mr. Myers, Ms. Mundine, and Mr. Pilliod

Noes: None

Abstain: None

Motion carried 4 – 0 – 0

III. OATH OF OFFICE

The oath of office was issued to Odessa Ellis – Place 2, Donald Pilliod – Place 3, Jennifer Mundine – Place 4, Joel Trott – Alternate B, and Marci Mercado – Alternate D, by Sue Clark, Notary Public.

IV. SELECTION OF CHAIR AND VICE-CHAIR

Nomination by Ms. Mundine to elect Wes Myers as Chair. Second by Ms. Ellis. There were no additional nominations. The Chair called the question.

Vote on the nomination:

Ayes: Ms. Ellis, Ms. Mundine, and Mr. Pilliod

Noes: None

Abstain: Mr. Myers

Motion carried 3 – 0 – 1

Nomination by Mr. Myers to elect Donald Pilliod as Vice-Chair. Second by Ms. Mundine. There were no additional nominations. The Chair called the question.

Vote on the nomination:

Ayes: Ms. Ellis, Ms. Mundine, and Mr. Myers

Noes: None

Abstain: Mr. Pilliod

Motion carried 3 – 0 – 1

V. REPORT OF APPEAL ITEMS

None

VI. PRESENTATION BY COMMISSION MEMBERS

None

VII. PRESENTATION BY CITY STAFF

1. Consider Update to Board of Adjustment and Appeals Commission Rules of Procedure

The Chair introduced the item and asked for a presentation from Staff.

Jenifer Reiner said that the current Rules of Procedure were approved in May 2003. She said that at the January 2014 Board and Commission training, procedural questions were asked by members. As a result, Staff has reviewed the 2003 Rules of Procedure to add clarifications, general updates, input from the City Attorney, and better organization to the document. The City Attorney suggested revision to change reference to Robert's Rules of Order to Rosenberg's Rules of Order. It is the opinion of the City Attorney that Rosenberg's Rules of Order were written with local government in mind and are more conducive to meetings of smaller governing bodies subject to the Open Meetings Act, where Robert's Rules of Order is more conducive to meetings of larger bodies.

It is recommended that the Board of Adjustment and the Appeals Commission review, revise, and take action on the update to the Rules of Procedure.

Motion by Mr. Pilliod that the Board of Adjustment and the Appeals Commission adopt the Rules of Procedure as amended. Second by Ms. Ellis. The Chair called the question.

Vote on the Motion:

Ayes: Ms. Ellis, Mr. Myers, Ms. Mundine, and Mr. Pilliod

Noes: None

Abstain: None

Motion carried 4 – 0 – 0

VIII. ADJOURNMENT

There being no further business on the Commission agenda, the Chair declared the regular meeting adjourned at 7:40 p.m.

WORK SESSION FOLLOWING REGULAR MEETING

Commission Training – Following the regular meeting, the Commission met in work session for training presented by Dave Gattis. The work session convened at 7:40 p.m., and was attended by Commission members Myers, Mundine, Pilliod, Ellis, Mercado, Adams, and Trott and City Staff members Clark, Gattis, Reiner, Rivera, and Gallagher. The work session concluded at 9:00 p.m.

APPROVED: _____, 2015

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Chair