

**MINUTES OF THE
KEENE PLANNING AND ZONING COMMISSION
REGULAR MEETING
MONDAY, APRIL 10, 2023**

PRESENT: Gilbert Perez, Dan Alsup, Phillip Jackson

ABSENT: Chris Rhodes, Miguel Espinosa

CALLED TO ORDER: Commissioner Gilbert called the meeting to order at 6:14 p.m.

Invocation – Commissioner Jackson.

Pledge of Allegiance & Texas Pledge – Commission.

Citizen Comments – None.

***1. Administer Oath of Office:
Phillip Jackson.***

2. Discuss and take possible action appointing members to Place 1, Place 2, Place 3, Place 4, and Place 5.

Commissioner Perez made a motion to approve appointing Phillip Jackson to Place 1 of the Keene Planning and Zoning Commission with the term expiration of March 2025.

Commissioner Alsup seconded the motion.

Motion passed 2-0-1

No motion was made to appoint anyone to Place 2 of Keene Planning and Zoning Commission with the term expiration of March 2024.

Commissioner Jackson made a motion to table appointing anyone to Place 3 of the Keene Planning and Zoning Commission with the term expiration of March 2025. Commissioner Perez seconded the motion.

Motion passed 3-0-0

No motion was made to appoint anyone to Place 4 of the Keene Planning and Zoning Commission with the term expiration of March 2024. This is Commissioner Perez's Place.

Motion passed 3-0-0

Commissioner Jackson made a motion to table appointing anyone to Place 5 of the Keene Planning and Zoning Commission with the term expiration of March 2025. Commissioner Alsup seconded the motion.

Motion passed 3-0-0

3. *Discuss and take possible action appointing a Chairman and Vice Chairman.
Commissioner Perez made a motion to approve appointing Commissioner Jackson as Chairman to Keene Planning and Zoning Commission with the term expiration of March 2024. Commissioner Alsup seconded the motion.
Motion passed 2-0-1 (Chairman Jackson abstained)*

*Commission Alsup made a motion to approve appointing Commissioner Perez as Vice Chairman to Keene Planning and Zoning Commission with the term expiration of March 2024. Chairman Jackson seconded the motion.
Motion passed 2-0-1 (Vice Chairman Perez abstained)*
4. *Consider the approval of the minutes for the October 17, 2022, Keene Planning and Zoning Commission.
Vice Chairman Perez made a motion to approve the minutes for the October 17, 2022, Keene Planning and Zoning Commission. Commissioner Alsup seconded the motion.
Motion passed 2-0-1 (Chairman Jackson abstained)*
5. *Discuss and take possible action amending Ordinance No. 2001-218 regarding meeting dates and times of the Keene Planning and Zoning Commission.
Interim Assistant City Manager Don Martin explained the need to amend Ordinance No. 2001-218.
Vice Chairman Perez made a motion to approve recommending to Council amending Ordinance No. 2001-218 to the 2nd Monday of each month at 6 p.m., regarding meeting dates and times of the Keene Planning and Zoning Commission. Commissioner Alsup seconded the motion.
Motion passed 3-0-0*
6. *Workshop
Interim Assistant City Manager Don Martin read and explained Sections 157.475 and 157.476 to the commission.*
7. *Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (real property), 551.073 (Prospective gifts), 551.074 (personnel matters), 551.076 (security matters), 551.087 (Economic development). Executive session may be held, under these exceptions, at the end of the regular session, workshop and/or special session, or at any time during the meeting that a need arises for the board to seek advice from the City Attorney as to the posted subject matter of this meeting.
No action.*
8. *Reconvene into open session for possible action resulting from any posted item discussed in executive session.
No action.*

9. *Request for future agenda items.*

Recommend to the City Council that Dan Alsup to be appointed to Place 3 and advertise for an alternate for Place 2.

Workshop to clarify Ordinances and to update the Commission's Comprehensive Plan. Presentation of the Commission's job description and responsibilities.

Interim Assistant City Manager Don Martin brought the Commissioners up to date on Stone Hurst Edition, United Co-op Easement Agreement, Interlocal Agreements with JCSUD: Ashton Homeplace Addition Phase 1 & 2, and Sunset Ridge Addition Phase 1.

10. *Adjourned at 6:59 p.m.*

By: Phillip Jackson
~~Don Martin, Interim Assistant City Manager~~
Phillip Jackson, Chairman

Attest: Tabatha Mansell
Tabatha Mansell, City Secretary