

CITY OF CONVERSE
PLANNING & ZONING COMMITTEE
MINUTES OF AUGUST 15, 2011 - 7:00 PM

The Planning and Zoning Committee of the City of Converse met in a regular meeting at the City Conference Room Located at 405 S. Seguin Street on Monday, August 15, 2011 at 7:00 PM to discuss various items on the agenda.

The Following were Present:

Mr. Robert Browning, Chairman	Mr. Michael Roberts, Member
Mr. Donnie West, Vice Chairman	Mr. Steve Brown, Council Liaison
Mr. Robert Raney, Member	Ms. Shawna Dowell, City Manager
Mrs. Cynthia Turner, Member (arrived 7:04 pm)	Mr. John Quintanilla, Assistant City Manager
Mr. Richard Fink Sr., Member	Mrs. Odie Martinez, Recording Secretary
Mr. Joseph Guastella, Member	

1. Call Planning & Zoning Commission Meeting to Order.

At approximately 7:02 pm Chairman Browning called the meeting to order.

2. Roll Call.

All present but one member. **Absent** (Member Turner)

3. Citizens to be Heard.

None.

4. Introduction of Mr. Michael Roberts, New Member of Planning & Zoning Commission.

Chairman Browning welcomed Mr. Roberts on board.

5. Discussion and Appropriate Action to Approve the Planning & Zoning Commission Minutes for June 20, 2011 meeting.

At approximately 7:04 pm Chairman Browning announced member Turner is now joining us.

Vice Chair, West made a motion to approve item #5; seconded by member Raney; Motion passed with five members (Browning, West, Turner, Fink and Raney) in favor and two members abstaining (Guastella due to not being present at the June 20th meeting) and (Roberts was not a P & Z member at the time).

6. Discussion and Appropriate Action to Approve the Planning & Zoning Commission Minutes for July 18, 2011 meeting.

Member Guastella made a motion to approve item #6; seconded by member Fink; Motion passed with six votes (Browning, West, Raney, Turner, Fink and Guastella) and one abstaining (Member Roberts, due to not a member at the time).

7. Discussion and Appropriate to Action to Approve the Final Plat for Lott's Landing II, Plat # 124. (Assistant City Manager)

ACM, John Quintanilla addressed there is a letter in the packet provided by Vickrey and Associates which states that V&A completed a review of the latest revision of the preliminary subdivision plat on July 12, 2011 and recommends approval. ACM, John Quintanilla also stated he has received 3 quotes for construction.

Member Guastella made a motion to approve item #7; seconded by member Turner; Motion passed unanimously.

8. Report by the City Council Liaison.

- Next City Council Meeting, August 16
- Change in water base rates from \$2.50 to \$11.88
- Increased water usage from 5000 gallons to 9000 gallons per house-hold

CM, Shawna Dowell gave a brief report of the new water rates. Report included the following;

- Rates go in effect August 18, 2011
- New rates should reflect after August 18, 2011
- We are still in Stage II
- Each stage was adjusted accordingly to the new rates; This created a reasonable base charge; base rate reflects on the cost of water delivered to the residents; this is a temporary rate structure
- Working on getting a Utility rate study; working with the engineers on a 10 year capital plan

Board Members continued to discuss water rates for an additional 10 minutes.

Report continued by Liaison Brown

- Renewed CPS & Gas Franchise Agreement at last council meeting; renews every 20 years
- Accepted the infrastructure for Unit 6 Meadow Copperfield
- 911 Ceremony will be held Sunday, September 11, 2011 at 8:00 am in the Converse City Park; 10 Year Anniversary, American Legion is the lead for this ceremony
- Council Call is this Saturday, August 20, 2011 with himself; MPT Lopez and Councilman Selko. Council Call will be held at City Hall Conference Room 9:00 am till 11:00 am.
- Volunteers are needed for Commissions; City Council approved a “Presidential Volunteer Award Program”, A nationwide program. It will be presented to every commission. Liaison Brown gave a brief description of the program

CM, Shawna Dowell, briefly updated the members of the 1604 Corridor Study which is also in the next city council agenda.

Member Guastella briefly stated he encourages all the board members to attend the 911 Ceremony. A reception will follow the ceremony.

9. Report by Assistant City Manager.

There were no items to report.

10. Next Planning & Zoning Commission Meeting will be Monday, September 19, 2011.

Chairman Browning announced the next scheduled date for P & Z meeting.

11. Adjournment.

Meeting adjourned at approximately 7:36 pm.

