

**MINUTES
PLANNING AND ZONING COMMISSION
REGULAR MEETING - MARCH 3, 2008
FOREST HILL COMMUNITY CENTER
6800 FOREST HILL DR.
REGULAR MEETING - 6:00 PM**

Chairperson Johnson called the meeting to order at 6:00 p.m.

Members present: Berniece T. Johnson, Ann Pierce, David Humphreys, and Damian Dalcour.

Members absent: Frankie Mathis and Janice Flowers

Staff Present: Pat Ekiss, Acting City Planner; and Lisa Dawn Cabrera, Planning and Zoning Secretary.

Commissioner David Humphreys delivered the invocation.

The pledge to the United States and Texas flags were recited.

Pat Ekiss introduced Lisa Dawn Cabrera as the new Planning and Zoning Secretary.

A. VISITORS/CITIZENS FORUM

No one wish to speak.

Chairperson Johnson closed the Visitors/Citizens Forum at 6:07 pm.

B. REGULAR ITEMS

1. Approval of Minutes dated December 3, 2007

Commissioner Pierce and Commissioner Humphreys informed staff of a few corrections that needed to be made within the minutes. After a short discussion among the staff and the members of the Commission a motion was made.

Ms. Pierce made a motion to approve the minutes with the corrections, seconded by Mr. Humphreys.

Motion passed unanimously.

2. Staff Reports

a. Discuss Commission vacancy

Mr. Ekiss updated the Commission with the citizens who wished to serve on the Commission.

b. COG Training for Commissioners

Chairperson Johnson informed the members of the Commission that she has attended the training and that it was very informative and that each member should attend. Mr. Ekiss

informed the Commissioners per the newly passed Meeting Conduct Rules that training was mandatory and therefore all training costs would be incurred by the City.

c. Update on Future Meetings

Mr. Ekiss updated the Commissioners with information on cases that will be brought before the Commission in the coming months and that from this point forward staff would like to have a meeting each month even if there are no cases to present in order to keep the members abreast of the activity within the City.

d. Announcements

No announcements were made, however the Commission welcomed the new secretary to the City of Forest Hill and the Planning and Zoning Commission.

C. ADJOURNMENT

Commissioner Pierce made a motion to adjourn the meeting, seconded by Commissioner Dalcour.

Motion passed with no objections.

Chairperson Johnson adjourned the meeting at 6:35 pm.

Signature on File
Berniece T. Johnson
Planning & Zoning Chairperson

ATTEST:

Signature on File
Lisa Dawn Cabrera
Planning & Zoning Secretary