

**THE MINUTES OF THE SHAVANO PARK
CONSTRUCTION BOARD OF APPEALS
MEETINGS 2008**

- Regular meetings
- Special meetings
 - Workshops

THURSDAY, OCTOBER 2, 2008 - 9:00 A.M.

MONDAY, NOVEMBER 3, 2008 - 7:00 P.M.

**CITY OF SHAVANO PARK
CONSTRUCTION BOARD OF APPEALS MEETING
AT SHAVANO PARK CITY HALL,
900 SADDLETREE COURT,
SHAVANO PARK, TEXAS 78231
THURSDAY, OCTOBER 02, 2008 AT 9:00 A.M.**

MINUTES

Roll Call

Member, Hans Liebe – present
Member, Robert Jalnos – absent
Member, Alicia Trevino – present

Member, Robert Ross – present
Member, Lester Powell – present

Alternate Member – Juan Maurtua – absent

Others present: City Manager, Manuel Longoria, Jr.; City Clerk, Sandra Passailaigue; City Attorney Charles Zech, Code Enforcement Officer, Kendall Webster, City Building Inspector, Richard Herr.

Call to Order

City Attorney, Charles Zech called the meeting to order at 9.02 a.m. Notice was posted as required by the Texas Open Meetings Act (Chapter 551, Texas Government Code).

Open Meetings Training

All present members of the Construction Board of Appeals have had the Open Meetings Training and certificates of completion are filed in the office of the City Clerk.

Construction Board of Appeals training with City Attorney, Charles Zech of Denton, Navarro, Rocha & Bernal

City Attorney, Charles Zech gave a presentation *Construction Board of Appeals – How Does It Work? What Is It About?* The presentation was followed with a brief question and answer period.

Nomination of a Board Chairman

Upon a motion made by Member Alicia Trevino and a second by Member Robert Ross, the Board voted four (4) for and none (0) opposed to nominate Hans Liebe as Board Chairman. The motion carried.

Adjourn.

Upon a motion made by Member Robert Ross and a second by Member Alicia Trevino, the Board voted four (4) for and none (0) opposed to adjourn the October 02, 2008 Construction Board of Appeals meeting at 10:52 a.m. The motion carried.

These minutes approved on the 3rd day of November, 2008.

Approve:

Attest:

Hans Liebe, Chairman

Saundra Passailaigue, City Clerk

**CITY OF SHAVANO PARK
CONSTRUCTION BOARD OF APPEALS MEETING
AT SHAVANO PARK CITY HALL,
900 SADDLETREE COURT,
SHAVANO PARK, TEXAS 78231
MONDAY, NOVEMBER 03, 2008 AT 7:00 P.M.**

MINUTES

Roll Call

Member, Hans Liebe – present
Member, Robert Jalnos – present
Member, Alicia Trevino – absent

Member, Robert Ross – present
Member, Lester Powell – present

Alternate Member – Juan Maurtua – present

Others present: City Manager, Manuel Longoria, Jr.; City Clerk, Sandra Passailaigue; City Attorney, Ryan Henry.

Call to Order

Chairman Hans Liebe called the meeting to order at 7:00 p.m. Notice was posted as required by the Texas Open Meetings Act (Chapter 551, Texas Government Code).

Chairman Liebe asked Member Juan Maurtua to sit in for Member Alicia Trevino who was absent.

Consent agenda:

Approval of minutes from January 07, 2008

Upon a motion made by Member Robert Jalnos and a second by Alternate Member Juan Maurtua, the Board voted five (5) for and none (0) opposed to accept the minutes from the January 07, 2008 Construction Board of Appeals meeting as presented. The motion carried.

Nominate and elect a Co-Chairperson

No action was taken.

Discuss and develop administrative and hearing procedures, using the basic document developed by the Chairman as a guide.

Chairman Liebe gave all of the members a detailed outline of Administrative and Hearing Procedures. There was a lengthy discussion followed by direction from the chair to staff to take their recommendations to the City Council.

Discuss and agree on the general principles desired by the Board regarding meeting times.

The Board discussed meeting dates and times and while there was no designation of any specific week day, there was for a meeting time of 6:00 p.m.

Adjourn.

Upon a motion made by Member Robert Jalnos and a second by Member Robert Ross, the Board voted five (5) for and none (0) opposed to adjourn the meeting of the City of Shavano Park Construction Board of Appeals at 9:10 p.m. on Monday, November 03, 2008. The motion carried.

These minutes approved on the 1st day of October, 2009.

A P P R O V E D

HANS LIEBE
Chairman

Attest:

SAUNDRA PASSAILAIGUE
City Clerk