



City of Garden Ridge

"A way of life, not just a place to live"

AGENDA PLANNING AND ZONING COMMISSION REGULAR MEETING TUESDAY, JUNE 11, 2019, 6:00 P.M.

The Garden Ridge Planning and Zoning Commission will meet in a regular session on Tuesday, June 11, 2019, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted by June 8, 2019, before 6:00 p.m. providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Citizen Comment Period – limited to 30 minutes total

Rules for Citizens' Participation:

The Planning and Zoning Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you should follow these guidelines:

a) Respect and courtesy:

- i. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
- ii. Show the Commission the same respect that you would like to be shown.
- iii. End your speaking at the time allotted below.

b) Speaking:

i. First citizen comment period

1. You are required to sign up to speak and you are limited to one 3-minute period.

ii. Business item period

1. You are required to sign up to speak and you are limited to one 3-minute period.

iii. Second citizen comment period

1. You are not required to sign up to speak and you are limited to one 2-minute period.

iv. State your name and address before your comments begin.

v. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the Commission is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

5. Business Items

The Commission may discuss, consider, and/or take action on the following items:

a) Approvals/Recommendations.

- i. Approval of Minutes for May 16, 2019, Planning and Zoning Commission Regular Meeting.

b) Discussions/Reports/Updates.

- i. Freese and Nichols, Inc. for Zoning Ordinance rewrite assistance.

1. Discuss and make possible recommendations related to the Draft Zoning Ordinance.

- ii. Items applicable to the Planning and Zoning Commission discussed at the June 5, 2019, City Council Regular Meeting.
- iii. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date.
 - 1. Interview possible candidates for Planning and Zoning Commission Place 3 vacancy (term expiring September 30, 2020).
 - 2. Make a recommendation to City Council for appointment of Commissioner.
 - 3. Discuss and make recommendations related to application of ordinance provisions to commission members, if needed.
- c) Future Agenda Items.
 - i. Commissioners input on agenda items.
 - ii. Announce the date, time, and location for next meeting (June 20, 2019, at 6:00 p.m. at City Hall).

6. Citizen Comment Period – limited to 20 minutes total

7. Adjournment

AGENDA NOTICES:

Decorum Required:

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

Action by Council Authorized:

The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matter listed above, as authorized by Title 5, Chapter 551, of the Texas Government Code.

Executive Sessions Authorized:

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of the other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

This is to certify that I, Marisa Spencer, posted this Agenda at 10:00 a.m. on June 4, 2019, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Marisa Spencer
City Secretary



City of Garden Ridge

"A way of life, not just a place to live"

MINUTES PLANNING AND ZONING COMMISSION REGULAR MEETING THURSDAY, MAY 16, 2019, 6:00 P.M.

Commissioners Present:

Chair Dr. Jim Miller
Commissioner Kitty Owen
Commissioner David Heier
Commissioner David Dauer
Commissioner Jesse Valdez

Commissioners Absent:

Commissioner Karen Diaz (Voluntary Announced Absence)
Vacant Position

City Staff Present:

Nancy Cain, City Administrator
Cynthia Trevino, City Attorney
Marisa Spencer, City Secretary

Other City Councilmembers or Commissioners Present:

Councilmember Kay Bower

1. Call to Order

With a quorum of the Planning and Zoning Commission Members present, Chair Dr. Miller, called the regular meeting of the Garden Ridge Planning and Zoning Commission to order at 6:00 p.m. on Thursday, May 16, 2019, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call

See above.

3. Pledge of Allegiance

Chair Dr. Miller led the Pledge of Allegiance.

4. Citizen Comment Period – limited to 30 minutes total

Scott Miller, 9312 Berean Way, spoke regarding concerns related to the Northeast Bible Church expansion.

Matt Neely, 19531 Creekview Oaks, spoke regarding concerns related to the Northeast Bible Church expansion and conducting a new drainage study.

Janice Reilly, 19503 Creekview Oaks, spoke regarding concerns related to the Northeast Bible Church expansion.

Mark DuBois, 19530 Creekview Oaks, spoke regarding drainage concerns in the Park at Garden Ridge.

Mitch Creel, 19532 Creekview Oaks, spoke regarding drainage concerns, conducting a new drainage study, and the Northeast Bible Church expansion.

5. Business Items

The Commission may discuss, consider, and/or take action on the following items:

a) Approvals/Recommendations.

i. Approval of Minutes for April 9, 2019, Planning and Zoning Commission Regular Meeting.

Motion: A motion was made by Commissioner Dauer, seconded by Commissioner Owen, to approve the minutes for April 9, 2019, Planning and Zoning Commission Regular Meeting. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

ii. Approval of Minutes for April 18, 2019, Planning and Zoning Commission Regular Meeting.

Motion: A motion was made by Commissioner Heier, seconded by Commissioner Owen, to approve the minutes for April 18, 2019, Planning and Zoning Commission Regular Meeting. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates.

i. Freese and Nichols, Inc. for Zoning Ordinance rewrite assistance.

Nancy Cain, City Administrator, stated she received a 204-page document and will be emailing it to the Commission after the meeting. The Commission discussed sending their questions, comments, or edits to Nancy Cain, City Administrator, before the Commission's June 11th meeting. Chair Dr. Miller spoke regarding the Commission having joint meetings with City Council.

ii. Consider a petition by Northeast Bible Church for issuance of a Special Use Permit for the addition of a proposed Worship Center of approximately 14,295 square feet and a Waypoint Lobby of approximately 4,225 square feet and to include modification of the outfall structure of the existing detention pond to reduce the outflow discharge rate from the pond. Northeast Bible Church is located on Lot 1, Block 1, Northeast Bible Church Subdivision, further located at 19185 F.M. 2252, Garden Ridge, Comal County, Texas, on property zoned Residence-Agriculture (RA).

1. Review and discuss documentation.

Dan Mummert, City Engineer, spoke regarding the modification of the outfall structure of the existing detention pond. He stated the water is following the natural drainage path and this modification will slow down the current water flow. He stated Northeast Bible Church does not have to do any modifications to the existing detention pond and they would still be in compliance; however, they are trying to mitigate the issue by helping in any way they can and if this Special Use Permit is not approve then the drainage issue will continue.

Andy Curruth, KFW Engineers, spoke regarding the noise, light, future development, and storm drainage concerns brought up by citizens.

Chair Dr. Miller stated he would like to conduct a business item citizen comment period.

Ray Pitzen, 19534 Creekview Oaks, spoke regarding new construction adding to the current drainage issues.

Matt Neely, 19531 Creekview Oaks, stated he appreciates the cooperation from the church and spoke regarding finding a solution to the current drainage issue in the Park of Garden Ridge.

Scott Miller, 9312 Berean Way, spoke regarding compliance with City Ordinances.

Karen Archondidis, 19527 Creekview Oaks, spoke regarding the joint responsibility of regulating flood areas.

Chair Heier discussed looking into the current ordinance as it relates to residents altering property as well as looking into whether residents have altered their plats. The Commission discussed citizen concerns regarding the drainage, the current and proposed detention pond, noise complaints, and lighting.

2. Make a recommendation to the City Council.

Motion: A motion was made by Commissioner Owen, seconded by Commissioner Heier, to recommend to City Council approval of the petition by Northeast Bible Church for issuance of a Special Use Permit as submitted based on the further information received from the City Engineer. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

iii. Items applicable to the Planning and Zoning Commission discussed at the May 1, 2019, City Council Regular Meeting.

Chair Dr. Miller stated City Council approved the Planning and Zoning Commission's recommendation to deny the request for an amateur antenna tower as submitted by Wilfredo Aguayo.

iv. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date.

1. Discuss and accept the resignation of Vice-Chair Hausheer.

The Commission thanked Mark Hausheer for his service on the Planning and Zoning Commission and expressed their regrets in losing him as a Commissioner.

Motion: A motion was made by Commissioner Owen, seconded by Commissioner Dauer, to accept the resignation of Vice-Chair Mark Hausheer. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

2. Receive recommendations and consideration of appointment of Planning and Zoning Commission Vice-Chair for the remaining term.

Chair Dr. Miller stated he spoke with Commissioner Diaz prior to the meeting and that she would accept the appointment of Vice-Chair of the Planning and Zoning Commission if she were to be nominated.

Motion: A motion was made by Commissioner Valdez, seconded by Commissioner Dauer, to appoint Commissioner Diaz as Vice-Chair of the Planning and Zoning Commission for the remaining term. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

3. Discuss the interview process of candidates to fill vacancy.

Nancy Cain, City Administrator, stated Commission vacancies have been advertised in the Grapevine and on the City's website. She stated there is currently one candidate that has submitted an interest form and resume for the Planning and Zoning Commission.

The Commission discussed conducting interviews at the June 11th meeting.

4. Discuss and make recommendations related to application of ordinance provisions to commission members, if needed.

Chair Dr. Miller stated the Commission does not have any further provisions to discuss at this time.

c) Future Agenda Items.

i. Commissioners input on agenda items.

Chair Dr. Miller stated the Commission will discuss the Draft Zoning Ordinance document and conduct interviews to fill the Planning and Zoning Commission's vacancy. Chair Dr. Miller requested to discuss the requirement in Ordinance No. 210-022018 of attending two City Council regular meetings each year and how streaming of City Council meetings affects that requirement.

ii. Announce the date, time, and location for next meeting (June 11, 2019, at 6:00 p.m. at City Hall).

Chair Dr. Miller announced the next Planning and Zoning Commission Regular Meeting will be on Tuesday, June 11, 2019, at 6:00 p.m. at City Hall.

6. Citizen Comment Period – limited to 20 minutes total

Pam Fritz, 8927 Garden Ridge Drive, spoke regarding the drainage issue in the Park of Garden Ridge subdivision, finding out more information regarding the developer, and insurance companies providing flood plain maps.

7. Adjournment

Motion: A motion was made by Commissioner Heier, seconded by Commissioner Owen, to adjourn. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Thursday, May 16, 2019, Planning and Zoning Commission Regular Meeting was adjourned at 7:27 p.m. by Chair Dr. Miller.

Dr. Jim Miller, Chair

ATTEST:

Marisa Spencer
City Secretary

SIGN IN TO SPEAK AT THE MAY 16, 2019
PLANNING AND ZONING COMMISSION REGULAR MEETING
CITIZEN COMMENT PERIOD

Rules for Citizens' Participation:

The Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you should follow these guidelines:

- a) Respect and courtesy:
 - i. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
 - ii. Show the Commission the same respect that you would like to be shown.
 - iii. End your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3 minute period.
 - ii. Business item period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3 minute period.
 - iii. Second citizen comment period
 - 1. You are not required to sign up.
 - 2. You are limited to one 2 minute period.
 - iv. State your name and address before your comments begin.
 - v. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

*NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject **must be limited** to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the Commission is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042*

NAME	ADDRESS	SUBJECT
1. SCOTT Miller	9312 Berean Way	church expansion
2. Matt Neely	19531 Creekview Oaks	Church expansion
3. Janice Reilly	19503 Creekview Oaks	Church expansion
4. MARK DuBois	19530 CREEKVIEW OAKS	CHURCH EXPANSION
5. Mitch Creel	19532 CREEKVIEW OAKS	Church Expansion
6.		
7.		
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10.		

May 16, 2019 Planning & Zoning Commission Regular Meeting

Business Item b) ii Citizen Comment Period

	NAME	ADDRESS	SUBJECT
1.	Raymond Pitzer	19534 Creekview Oaks	
2.	Matt Neely	19531 Creekview Oaks	
3.	Scott Miller	9312 Berew Way	church
4.	Karen Archondakis	19527 Creekview Oaks	HOA (Creekview)
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May 16, 2019 Planning & Zoning Commission Regular Meeting
2nd Citizen Comment Period

	NAME	ADDRESS	SUBJECT
1.	Pam Fritz	8927 Garden Ridge Dr.	Drainage Problem w/ N.E. Bible Church.
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Assistant City Secretary

From: noreply@civicplus.com
Sent: Thursday, February 21, 2019 9:53 PM
To: City Secretary; City Administrator
Subject: Online Form Submittal: City Commission Volunteer Interest Form

City Commission Volunteer Interest Form

City Commission *Volunteer Interest Form*

Date 2/21/2019

First Name Lawrence

Last Name Sansone

Address 19462 Arrowood PL

City Garden Ridge

State TX

Zip Code 78266

Other contact number *Field not completed.*

Occupation Program Manager

Please check which of the following Commission you have a desire to serve on: Planning and Zoning Commission

Tell us why you desire to serve on a City Commission. This would be an opportunity to contribute to the City of Garden Ridge and apply as a volunteer more than 20 years of experience in public works, construction management, master planning, architecture and engineering. I would like to contribute to the continued good stewardship of Garden Ridge through effective planning and zoning.

List any Boards, Commissions or Committees you have I currently serve as a director and member of the architectural committee within our HOA. (Arrowood Estates) Served on the El Paso Water Utilities advisory board in 2002

Mr. Lawrence Sansone
19462 Arrowood Pl
Garden Ridge, TX 78266 US

Work Experience:

Air Force Security Assistance and Training (AFSAT)

100 H Street East, Suite 5
JBSA Randolph , TX 78150-4418 United States

4/2014 – present / Job Title: Security Assistance Program Manager

Duties, Accomplishments and Related Skills:

Program manager for an international training program consisting of a dedicated USAF F-16 training squadron. Responsible for the programming and financial execution of the \$65M annual budget, supervision of extensive contract maintenance operations, management of logistics and flying training operations. Travel annually to Asia to deliver a comprehensive Program Management Review to senior Air Force allies.

RS&H (Reynolds, Smith & Hills- Architects and Engineers)

13750 San Pedro, Suite 300
San Antonio, TX 78232 United States

10/2010 - 04/2014 / Job Title: Senior Business Development Representative

Duties, Accomplishments and Related Skills:

Conducted sales, business development and client relationship management for the firm's federal accounts. Ensured the local, national and international delivery of professional architectural, engineering and consulting services to meet the client's contractual requirements. Met or exceeded all financial targets every year- contributed to a team goal in excess of \$25M in professional services revenue.

US Army Corps of Engineers

Pacific Ocean Division
Bldg 525
Ft Shafter, HI 96858-5440 United States

08/2007 - 09/2010 / Job Title: Deputy Commander and Chief of Staff

Duties, Accomplishments and Related Skills:

Deputy commander for major command of the U.S. Army Corps of Engineers operating in Alaska, Hawaii, Japan, Korea and the Pacific islands. Directed the division staff and was responsible for the work of 1700 Department of the Army civilian engineering professionals organized in a headquarters and four subordinate Army commands. Provided direction and oversight for the command's design, construction, engineering and training activities supporting U.S. Forces in the Pacific valued at over \$2 Billion.

US Army Corps of Engineers

Transatlantic Programs Center (w/ Duty in Kuwait)
APO, AE 09366 United States

07/2005 - 07/2007 Job Title: Gulf Regional Engineer

Duties, Accomplishments and Related Skills:

Senior US Army Corps of Engineers representative for the Arabian Gulf region - forward deployed in Kuwait. Directed a team of 40 in country USACE civil service personnel in five field offices (located in Kuwait, Qatar, Bahrain, Oman, and UAE) who collectively performed \$700M of US and host nation funded construction. Our team was awarded the prestigious Air Force Construction Agent of the Year Award in 2006 for over \$350M of airfield construction in Qatar and UAE supporting US operations.

US Army Garrison- Ft Bliss

1733 Pleasanton Road
Fort Bliss , TX 79916

07/2003 - 07/2005 Job Title: Director of Public Works and Logistics

Duties, Accomplishments and Related Skills:

Director of Public Works and Logistics for the largest installation in the US Army at 1.1 million acres. Responsible for all real property maintenance activities, master planning, engineering services, fire prevention and protection, real property construction, family housing, supply, maintenance and transportation services. Provided leadership for a staff of 230 civil service personnel plus 656 contractor personnel with an annual operating budget of over \$209 M. Developed and executed plans to upgrade existing facility/logistics programs in support of ongoing missions. Exercised stewardship for a \$4 Billion dollar plant and provided services to 40,000 people ..

Defense Language Institute English Language Center

2235 Andrews Avenue

Lackland AFB, TX 78236 United States

06/1999 - 06/2003 Job Title: Deputy Commandant-later Commandant

Duties, Accomplishments and Related Skills:

Served initially as the Deputy Commandant, and later Commandant, of the Department of Defense's premier English Language Institute providing resident training to 3,500 students from 90 foreign nations yearly. Responsible for supervising a staff of 250 and operation of a physical plant consisting of academic buildings, offices, food service operations and hotel space for 950.

US European Command, Joint Analysis Center

(RAF Molesworth, England)

APO, AE 09469 United States

08/1996 - 05/1999 / Job Title: Chief of Facilities and Logistics

Directed the activities of 20 personnel (civilian and military) responsible for all engineering and logistics for a multi-facility campus including a sensitive intelligence headquarters with unique 24/7 operational requirements. Established and maintained a quality environment for nearly one thousand military and civilian personnel operating within 22 separate facilities with a real property value of \$62 million. Supervised \$3.6 million of active military construction projects in conjunction with US and UK Ministry of Defense engineers and contractors.

Education:

State University of New York at Albany Albany, NY United States

Master's Degree

Major: Education **Minor:** Earth Science **Honors:** Cum Laude

State University of New York at Albany Albany, NY United States

Bachelor's Degree

Major: Geological Science **Minor:** (combined with Major) **Honors:** Cum Laude

University of Phoenix Phoenix, AZ United States

Master's Degree

Major: Business ; **Minor:** Management

US Army Comand and General Staff College Fort Leavenworth , KS

Credits Earned: 30 Semester hours

Major: General Staff Officer Course

US Army Engineer Officer Course (Basic and Advanced levels), Fort Belvoir, VA

US Army Mapping, Charting and Geodesy Course, Fort Belvoir, VA

References available upon Request

Assistant City Secretary

From: noreply@civicplus.com
Sent: Friday, February 22, 2019 11:15 AM
To: City Secretary; City Administrator
Subject: Online Form Submittal: City Commission Volunteer Interest Form

City Commission Volunteer Interest Form

City Commission *Volunteer Interest Form*

Date 2/22/2019

First Name Kerim

Last Name Jacaman

Address 8297 Eskimo Forest

City Garden Ridge

State TX

Zip Code 78266

Occupation Public Works Coordinator

Please check which of the following Commission you have a desire to serve on:

Any City Commission

Tell us why you desire to serve on a City Commission.

I have over 15 years of experience in County Government relating to transportation; flood control; aquifer; and development review; and project management on high profile/complex capital projects. As the City is experiencing growth I would like to be part of the process to implement and provide input on recommendations to City Council.

List any Boards, Commissions or Committees you have

I have served on the San Antonio River Oversight Committee; San Pedro Creek Oversight Committee and Edwards Aquifer

previously served on in
Garden Ridge or other
entities.

Recovery Implementation Program as a Stakeholder with
Bexar County Public Works Department.

A resume or a bio is required to be submitted with Volunteer Interest Form.

Email not displaying correctly? [View it in your browser.](#)

KERIM Y. JACAMAN

8297 Eskimo Forest

Garden Ridge, Texas 78266

Education

- Texas A&M International University, Laredo, TX, 1995-1997
Bachelor of Business Administration in Marketing
- University of the Incarnate Word, San Antonio, TX, 1992-1995
Undergraduate studies scholarship recipient of business requirements

Summary of Qualifications

- Experience in contract administration
- Experience in project management and development of capital projects
- Experience in public sector administration and budget preparation
- Experience in planning and regulatory enforcement
- Proven ability to work independently, handle simultaneous projects, and meet deadlines
- Excellent communication skills, both written and oral
- Effective organizational skills
- Adept at establishing trust and credibility with co-workers
- Able to maintain a high degree of confidentiality and professionalism in all assigned duties

Experience

Bexar County

Public Works Department

San Antonio, TX

Sept 2006 – present

Public Works Coordinator

- Provide support to the Director on administrative matters
- Manage and develop capital projects
- Prepare and negotiate contracts for capital projects
- Supervise support staff
- Provide support to all sections of the department and coordinate appropriate action
- Prepare and implement strategic work plans
- Prepare Commissioners Court Agendas Coordination Forms
- Prepare, review and evaluate request for proposals and qualifications
- Review plans and specifications and recommend design and construction issues
- Research and develop reports and correspondence for the Director on issues including storm water, drainage, and transportation issues
- Assist in the legislative agenda process, track proposed bills, analyze impact on County government operations and coordinate responses within the department
- Communicate directly with Commissioners Court and staff on information and resolution issues
- Represent on behalf of the Director and County at public meetings, community groups, Bexar Regional Watershed Management Program, San Antonio Pedro Creek Committee, and Edwards Aquifer Recovery Implementation Committee

Cont'd

Bexar County

Infrastructure Services Department

San Antonio, TX

Sept 2004 – Sept 2006

Flood Control Analyst

- Assist in the management, development and implementation of the County Flood Control Program
- Manage Capital Improvement Projects
- Prepare, negotiate and monitor contracts
- Implement floodplain management under NFIP
- Perform field inspections regarding flood plain violations and drainage concerns
- Analyze planning documents, committee reports and capital improvement projects regarding watershed patterns
- Developed a database on flood plain violations/permits and drainage complaints
- Develop analytical reports and promotional documents for the Bexar Regional Watershed Program
- Act as the Department's liaison between various departments and agencies in Bexar County
- Represent the County at public meetings, community groups, Bexar Regional Watershed Management Program, San Antonio River Oversight Committee and Watershed Improvement Advisory Committee

Webb County

Planning Department

Laredo, TX

Oct 2001 – Sept 2004

Planning Coordinator

- Assist the Director in all aspect of the oversight and management of the planning and administrative functions of the department
- Assist the Director with the implementation of the County's floodplain management program including compliance with state and federal program guidelines, the issuance of flood plain development permits, compliance with state and federal program guidelines
- Assist the Director with all aspects of regulatory enforcement functions under the Department including documentation efforts of illegal platting or subdivision violations, coordination with affected municipalities and utility service providers, coordination with the State Attorney's Office and other county departments
- Review and evaluate all proposed subdivision plats
- Act as the departments liaison between various offices involved in the plat review process
- Assist in the evaluation of all requests for all new utility service connection

Frost & Sullivan

San Antonio, TX

Oct 2000 – Sept 2001

Account Manager – Sales

- Provide market research services to corporate level individuals of Fortune 500 companies in markets such as food and beverage
- Manage accounts
- Develop and implement new sale and calling techniques

KVDA, Telemundo

San Antonio, TX

Mar 2000 – Oct 2000

Account Executive – Sales

- Manage and sold local television advertising to local businesses
- Reorganized sales strategy approach for new business development

Cont'd

BBA Compass Bank **Laredo, TX** **July 1998 – Jan 2000**
Financial Service Officer

- Manage and advised investment portfolios on financial allocation
- Responsible for attracting new clientele in the International Accounts Department

Dillard's Department Stores **Laredo, TX** **July 1997 – July 1998**
Area Sales Manager

- Managed the men's department
- Hired, trained and supervised 30 employees
- Incorporated latest product and merchandising trends

Certifications/Accomplishments

- Certified Floodplain Manager – CFM #0697-05N, 2005
- Managed the design and construction of \$270M San Antonio River Improvements Mission & Museum Reach
- Managed the design and construction of the new Public Works Department building
- Assisted in the implementation and administration of \$500M Bexar County Flood Control Program
- Participated as a Stakeholder Committee Member and received approval of the Habitat Conservation Plan for the Edwards Aquifer Implementation Program
- Federal Emergency Management Training 2004 - 2005
- Floodplain Management Workshops 2002 - 2017

Special Interest

- Member, Texas Floodplain Management Association
- Member, American Public Works Association – Texas Chapter
- Former Professional Triathlete, United States of America Triathlon
- Former Cat 1 Expert/Pro – Cross Country, United States of America Cycling
- Former Cat 3 Road, United States of America Cycling

References

- Available upon request

Planning and Zoning Commission Rolling Attendance

	2/13/18 Regular Meeting	3/13/18 Regular Meeting	4/10/18 Regular Meeting	5-10-18 Regular Meeting	6-12-18 Regular Meeting	7-10-18 Regular Meeting	8/10/18 Special Meeting	8/14/18 Regular Meeting	08/27/18 Special Meeting	9/11/18 Regular Meeting	10/9/18 Regular Meeting	11/13/18 Regular Meeting	11/15/18 Regular Meeting	12/11/18 Regular Meeting	12/20/18 Regular Meeting	01/08/19 Regular Meeting	01/17/19 Regular Meeting	02/12/19 Regular Meeting
Miller	P	P	P	P	P	P	P-QNM	P	P	P	P	P	P	P	P	P	P	P
Diaz	P	P	P	P	VAA	P	P-QNM	P	P	P	P	VAA	VAA	P	P	P	P	P
Hausheer		P	P	VAA	P	P	P-QNM	P	P	P	P	P	P	P	P	P	P	P
Ringle	P	P	P	P	P	P	UA	UA	P	P	P	P	P	VAA	UA	UA		
Heier	P	P	P	P	P	VAA	P-QNM	P	P	UA	P	P	P	P	P	P	VAA	P
Dauer												P	P	P	UA	P	P	P
Owen	P	P	E	P	VAA	UA	VAA	P	P	P	P	P	P	P	UA	P	P	P

	2/21/19 Regular Meeting	3/12/19 Regular Meeting	4/9/19 Regular Meeting	4/18/19 Regular Meeting	5/16/19 Regular Meeting	6/11/19 Regular Meeting												
Miller	P	P	P	P	P													
Diaz	P	P	P	P	VAA													
Vacant																		
Valdez		P	P	P	P													
Heier	P	P	P	P	P													
Dauer	E	P	P	P	P													
Owen	P	P	P	P	P													

P	Present
P-QNM	Present- no quorum
E	Excused allowed in Ord. 210
VAA	Voluntary Announced
UA	Unannounced Absence
	Not member yet

Planning and Zoning Commission's Attendance at 2019 City Council Regular Meetings

	1/2/19 Regular Meeting	2/6/19 Regular Meeting	3/6/19 Regular Meeting	4/3/19 Regular Meeting	5/1/19 Regular Meeting	6/5/19 Regular Meeting						Total for year
Miller	P	P	P	P	P	P						6
Diaz	P		P	P	P	P						5
												0
Valdez	P	P	P	P	P	P						6
Heier	P	P		P	P	P						5
Dauer			P		P	P						3
Owen						P						1

	Met requirements in Ordinance 210
	NOT met requirements in Ordinance 210

Future Agenda Items

Planning and Zoning Commission

June 20, 2019 Regular Meeting

- | | | |
|------------------------|------------|--|
| 14 days before Meeting | (06/06/19) | Commission and Staff items are due |
| 9 days before Meeting | (06/11/19) | City Administrator and Chair review agenda. City Attorney is sent the agenda for approval. |
| 7 days before Meeting | (06/13/19) | Post Agenda on bulletin board and Commission will receive packet |
| 6 days before Meeting | (06/14/19) | Post Agenda Packet to City Website |
| 3 days before Meeting | (06/17/19) | (72 hours) – Local Government Code requirement for posting |

City Council = Red
 Impact Fee Committee = Pink
 Quarry Commission = Purple
 Planning & Zoning = Green
 Water Commission = Blue
 Wildlife Management Advisory Commission = Brown
 Municipal Court = Gray

Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Discussion/Reports

- Freese and Nichols, Inc. / Zoning Ordinance / Ordinance 210
- Future Agenda Items – Commissioner Input / Set next meeting (if necessary) July 9, 2019, at 6pm

July 9, 2019 Regular Meeting

- | | | |
|------------------------|------------|--|
| 14 days before Meeting | (06/25/19) | Commission and Staff items are due |
| 11 days before Meeting | (06/28/19) | City Administrator and Chair review agenda. City Attorney is sent the agenda for approval. |
| 7 days before Meeting | (07/02/19) | Post Agenda on bulletin board and Commission will receive packet |
| 6 days before Meeting | (07/03/19) | Post Agenda Packet to City Website |
| 3 days before Meeting | (07/06/19) | (72 hours) – Local Government Code requirement for posting |

City Council = Red
 Impact Fee Committee = Pink
 Quarry Commission = Purple
 Planning & Zoning = Green
 Water Commission = Blue
 Wildlife Management Advisory Commission = Brown
 City Holiday = Orange
 Municipal Court = Gray

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Approvals/Discussions/Reports

- Minutes 6-11-19
- Freese and Nichols, Inc. / Zoning Ordinance / Ordinance 210
- Future Agenda Items – Commissioner Input / Set next meeting (if necessary) July 18, 2019, at 6pm