

**MINUTES OF THE SPECIAL CALLED MEETING
CITY OF RIVER OAKS
ZONING BOARD OF ADJUSTMENTS
AUGUST 16, 2011**

MEMBERS PRESENT:

ROYCE SHIELDS, CHAIRMAN, PLACE 1 APPOINTEE
RON TOVAR, PLACE 2
TUESDAY COOLEY, APPOINTEE PLACE 3
STAN CUMBERLEDGE, PLACE 4
CONNIE ADAMS, PLACE 5 APPOINTEE
JOE ASHTON, ALTERNATE # 2
LORI WATSON, ALTERNATE # 3 APPOINTEE
DONALD ISTOOK, ALTERNATE # 4

STAFF MEMBERS PRESENT:

SUSAN STEWART, ZONING SECRETARY

MEMBERS ABSENT:

NICKI MATTHEWS, ALTERNATE # 1 APPOINTEE (NO RESPONSE)
STEVE HOLLAND, COUNCIL LIAISON (COUNCIL WORKSHOP)

1. CALL TO ORDER

Chairman Shields called the Special Called Meeting of the River Oaks Zoning Board of Adjustments to order at 7:33 p.m. on Tuesday, August 16, 2011 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Member Tovar gave the Invocation and Chairman Shields led the Pledge of Allegiance.

3. ROLL CALL

Roll Call was recorded as follows: Alternate#1 Appointee Nicki Matthews, unexcused with no response. Council Member Holland was in a Council Workshop. Chairman Shields request that Staff contact Ms. Matthews.

4. APPROVAL OF MINUTES FROM THE SPECIAL CALLED MEETING OF JUNE 23, 2011

Member Cooley moved, seconded by Member Tovar, to approve the Minutes of the Meeting of the Zoning Board of Adjustments for June 23, 2011 as presented. All voted "Aye."

5. ***OATH OF OFFICE FOR THE 2011 APPOINTEES***

Secretary Stewart administered the Statement of Elected Officials and the Oath of Office Oath of Testimony to Royce Shields, Tuesday Cooley, Connie Adams,

6. ELECTION OF VICE-CHAIRMAN

Member Cumberledge moved, seconded by Member Adams, to select Ron Tovar as the Vice Chairman. All voted "Aye."

7. ITEMS FOR DISCUSSION:

- Open Meetings Training
- Board Decorum
- Meeting on September 6, 2011

Secretary Stewart stated that Open Meetings must be completed within 90 days after appointment. All Board Members in attendance have completed the training. Appointee Matthews will be required to submit proof of training.

Secretary Stewart presented the option for Board Decorum Training. Board Members declined additional training at this time. Board Members agreed to the suggestions that Alternate Members be seated on the front row of each meeting until called by the Chairman to replace a regular voting member. Secretary Stewart requested any recommended changes to the Rules and Procedures of the Zoning Board of Adjustments. No changes were suggested.

Secretary Stewart announced that a variance for a carport has been received for 5313 Cornell that will be presented for a public hearing on September 6, 2011.

8. Adjournment

At 7:46 p.m. Member Cooley moved, seconded by Member Adams, to adjourn the meeting. All voted "Aye."

APPROVED THIS 6th DAY OF SEPTEMBER 2011:

BY: Royce Shields
Royce Shields, Chairman
Zoning Board of Adjustments

ATTEST: Susan Stewart
Susan Stewart,
Zoning Secretary