

1. Call to order

Chairman Laws called the meeting to order at 6:30 p.m.

PRESENT:
Carla Laws
Donna Beladi
Lori Fanning
Shawn Fitzpatrick
Vickey Maisel
William Stipek
Song Tan

ABSENT:
Bill Simmons
Cindy Teske

2. Vote under Section 36-69 of the Shavano Park City Code (“Code”) concerning a finding that each of the items following item 2 on the agenda are “planning issues” or otherwise prescribed Planning & Zoning Commission duties under 36-69(l) of the Code or the severance of one or more of such items for an individual vote on such item or items.

Upon a motion made by Commissioner Stipek and a second made by Commissioner Fanning, the Planning & Zoning Commission voted five (5) for and one (1) opposed Commissioner Maisel to approve the agenda as it was provided to Planning & Zoning Commission. The motion carried.

3. Citizens to be Heard.

No one in the public signed up to speak at the Citizens to be Heard.

4. Consent Agenda:

A. Approval - Planning & Zoning Commission minutes, December 7, 2022

Upon a motion made by Commissioner Stipek and a second made by Commissioner Maisel the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the Planning & Zoning Commission minutes of December 7, 2022 with a correction to move Song Tan to absent. The motion carried.

5. Public Hearing - The purpose of the public hearing is to receive comments from members of the public regarding the City’s Community Property Maintenance Standards and Zoning area of the Town Plan

The Public Hearing opened at 6:32 p.m.

Assistant City Manager Leeth presented comments from members of the public regarding the City’s community property maintenance standards and zoning area of the 2023 Town Plan.

The Public Hearing closed at 6:39 p.m.

6. Discussion - Second review of the Property Maintenance Standards and Zoning focus area of the 2023 Town Plan – City Manager / Assistant City Manager

6.a. Review and discussion – Property Maintenance Standards and Zoning public survey results

6.b. Review and discussion – Property Maintenance Standards and Zoning draft write-up

City Manager Hill and Assistant City Manager Leeth presented the second review of the property maintenance standards and zoning focus area of the 2023 Town Plan.

The Commission reviewed and discussed the second review of the property maintenance standards and zoning focus area of the 2023 Town Plan. The Commission gave guidance to staff; no action was taken.

7. Discussion – First review of the Municipal Talent Management and Retention focus area of the 2023 Town Plan - City Manager / Assistant City Manager

7.a. Presentation – Overview of current City staffing and national trends in labor market

7.b. Review and discussion – Municipal Talent Management and Retention draft write-up

7.c. Review and discussion – Municipal Talent Management and Retention draft survey

City Manager Hill and Assistant City Manager, Leeth presented the first review of the municipal talent management and retention focus area of the 2023 Town Plan.

Discussion occurred as to whether the focus area of the municipal talent management and retention not being a Planning & Zoning area of responsibility. The counter position is that resourcing staff is a City Council function and responsibility, not Planning & Zoning Commission.

The Commission reviewed and discussed the first review of the municipal talent management and retention focus area of the 2023 Town Plan. Commission gave guidance to staff; no action was taken.

8. Discussion – Third and final review of the Community Engagement focus area of the 2023 Town Plan - City Manager / Assistant City Manager

City Manager Hill and Assistant City Manager, Leeth presented the third and final review of the community engagement focus area of the 2023 Town Plan.

The Commission reviewed and discussed the third and final review of the community engagement focus area of the 2023 Town Plan. Commission gave guidance to staff; no action was taken.

9. Report / update - City Council items considered at previous City Council meetings and discussion concerning the same - City Manager

City Manager Hill provided an overview of items considered at the previous City Council meeting.

10. Chairman Announcements:

- A. Advise members to contact City staff to add new or old agenda items.
- B. Advise members of pending agenda items:
 - i. February: *Property Maintenance Standards and Zoning* Final Review
 - ii. February: *Municipal Talent Management and Retention* Public Hearing and Second Review
 - iii. February: Introduction of *Public Infrastructure*
 - iv. Ordinance to fix the mistaken 2017 B-2 PUD re-zoning of Lots 1701 & 1702 in Block 21, CB 4782E (Lynd Building / Pond Hill Restaurant) by formally re-zoning the lots back to MXD

11. Adjournment

Upon a motion made by Commissioner Fanning, and a second made by Commissioner Maisel, the Planning & Zoning Commission voted six (6) for and none (0) opposed to adjourn the meeting at 8:25 p.m. The motion carried.

Carla Laws,
Chairman

Trish Nichols,
City Secretary