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## **ROCKPORT HERITAGE DISTRICT BOARD MINUTES**

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On this the 17<sup>th</sup> day of September, 2013 the Rockport Heritage District Board of the City of Rockport held a Meeting at 4:00 p.m. at the Rockport City Hall, 622 E. Market Street, Rockport, Texas; and notice of meeting giving time, date and subject having been posted as described in V.T.C.A., Government Code § 551.041.

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### **Members Present**

Lee Copeland – Chairman  
Jim Godfrey – Vice-Chairman  
Loretta J. Schindler – Secretary  
Janie White

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### **Members Absent**

Penny Hong – (EX)

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### **Staff Members Present**

Mike Henry, Director Building and Development  
Angie West, Assistant to Director

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### **Guest(s) Present**

Two (2)

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### **Opening Agenda**

1. Call to order by Mayor C. J. Wax.

Mayor Wax called the first meeting of the Rockport Heritage District Board to order at approximately 4:00 p.m.

2. Recognition of newly appointed members to the Rockport Heritage District Review Board.

Mayor Wax welcomed all the board members present and acknowledged Penny Hong who was absent at this meeting.

Each of you is required to complete the open meetings act training. Loretta and Janie have completed this training. Lee is in the process of completing his training. Jim has also completed his training and turned in the certificate today.

I expect this meeting to be short, but I do want you to think about one thing. I hope all of you have at least reviewed the overlay that applies to planning and zoning for the Heritage District. I want you to think about an amendment to the HD ordinance that would create alternate members, which states what your alternate attendants will be. You are each a member of this board because of who you are in the community. My view would be if you know you will be gone for a specified period of time, we need to establish someone who can represent your particular

interests within the board that has the same background as you. There are only five members of the board so we would like you to think about how you would like to establish these alternates. What we do not want to have is an item to come before the board that happens to occur during a time we know members will be absent and are then unable to attend to the business of the board.

You are subject to the open meetings act. That means that on your agenda you should welcome public comment on any topic that is on your agenda. This is common on just about any committee we have. You may choose to put on your agenda a specific agenda item for citizens to be heard. If you wish to do that, the citizens may speak on any topic that is within your jurisdiction. However, you as a board member may not discuss nor take action on anything mentioned by a citizen that was not originally published on the agenda.

On the other hand, an item that is published on the agenda, citizens may still wish to comment. The Chair will recognize and the citizen may then comment and you can discuss and take action on an item that is already pre-published. So, just remember that distinction. Some of our committees choose not to put a "citizen to be heard" in place, welcoming citizen comment on items on the agenda but not providing a generic place for citizens to be heard. That is your decision though. Either decision you make is fine, but you have certain limitations under the open meetings act as to how you must treat those kinds of comments.

### **Regular Agenda**

#### 3. Deliberate and act to elect Chairperson, Vice-Chairperson and Secretary.

Mayor Wax stated; the first item on this agenda is to elect a Chairperson, Vice-Chairperson and Secretary. That is the responsibility of the membership. The City has nothing to do with that. All we have done is designated you five as members of the Heritage District Board that is codified and memorialized within the ordinance that establishes the overlay for the Rockport Heritage District. You now must select your leadership and the alternate and the secretary. As the executor of this part of the meeting, I welcome nominations from the floor for Chairman. Jim Godfrey nominated Lee Copeland for Chairman. No other nominations for Chairperson were made. Mayor Wax stated; as Executor you (Mr. Copeland) are Chairman.

Chairman Copeland asked for nominations for Vice-Chair. Janie White nominated Jim Godfrey as Vice-Chairman. Loretta Schindler seconded. All members voted unanimous.

Chairman Copeland asked for nominations for Secretary. Chairman Copeland nominated Loretta Schindler as Secretary. All members voted unanimous.

#### 4. Deliberate and act on setting date and time for future meetings.

Chairman Copeland stated; we probably need to establish a mission statement as to how we are going to handle ourselves. That might require us initially getting together a little more often than we will practically have to get together when cases come to the Board. Mayor Wax stated; the thinking here was that this would be the organizational meeting to establish the Board and to get to know each other. The structure of this is to set a date for a future meeting and then to begin to

think about the agenda and its mission and goals. Chairman Copeland asked for each member to receive a final copy of the design guidelines ordinance.

Chairman Copeland asked for input on what day of the week would be best for the Board to meet. All agreed that Monday is a good day for the meetings. Would we like to meet early in the day? Mayor Wax stated; typically these types of boards meet at 5:00 p.m. or 5:30 p.m. Chairman Copeland suggested 9:00 a.m. After some discussion, the Board decided on 10:00 a.m. for the time of the meetings.

Chairman Copeland stated; initially we may need to meet more often. We may want to meet twice a month. Mr. Henry stated; the ordinance does allow for called meetings as needed. After some discussion, the Board decided to meet on the first and third Monday of each month.

MOTION:

Member White moved to meet at 10:00 a.m. on the first and third Monday of the month. Vice-Chairman Godfrey seconded the motion. All voted unanimously – motion carried.

5. Hear and deliberate on orientation for new Heritage District Board members.

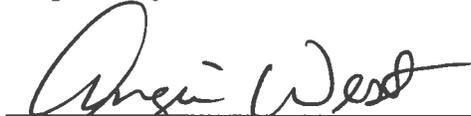
Mr. Henry stated; I would like to pass out the final Heritage District Zoning Overlay Code. Some of you may have a copy from another time, but this copy is the current copy and so approved by City Council. There have been no changes since that time. The Heritage District Overlay Code allows a developer to go through it and, if they can comply with everything in it, they actually do not have to come before the board. But, if they cannot comply or they think they have a better idea then they will come before you, so you can ponder their development and their plans and act accordingly.

After additional discussion on orientation, Chairman Copeland moved on to the next item.

6. Adjournment.

There being no further business, Chairman Copeland adjourned the meeting at approximately 4:45 p.m.

Prepared By:

  
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Angie West, Assistant to Director

Approved By:

  
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Lee Copeland, Chairman