

MINUTES OF THE BOARD OF ADJUSTMENT  
CITY OF HUNTERS CREEK VILLAGE, TEXAS  
JULY 16, 2007

The Board of Adjustment of the City of Hunters Creek Village, Texas convened in regular session on Monday, July 16, 2007 at 7:30 p.m. in City Hall, #1 Hunters Creek Place for an organizational meeting.

Mayor Bob Dodson was present to administer the Oaths of Office to the appointed members. Present were Ken Spalding, John Lester, Chip Cowell, and Richard Heustess. Also in attendance was Deborah Loesch, City Secretary.

Discussion and consider action to approve the minutes of the May 21, 2007 meeting.

The Board members accepted the minutes of the May 21, 2007 meeting as written.

Discussion and consider electing a chairman and vice chairman.

A motion was made by Ken Spalding to elect Mike Schoenberger as Chairman with a second by John Lester. The motion carried unanimously.

A motion was made by Ken Spalding to elect Chip Cowell as Vice Chairman with a second by John Lester. The motion carried unanimously.

Discussion and consider action adopting rules of procedures, setting a time and day for holding regular meetings.

A motion was made by Richard Heustess with a second by Ken Spalding to approve Amendment #3 of the Rules of Procedures of the Board of Adjustment providing (1) that officers will be meet and elect a Chairman and Vice Chairman in July of each year or at the next regular called meeting; (2) the City Secretary shall serve as the Secretary to the Board; (3) regular meetings will be held on the third (3<sup>rd</sup>) Monday of each month at 7:00 p.m.; (4) defining the official records and the retention of records according to the approved retention schedules; (5) all records coming before the Board shall be filed in the City's records and retained in accordance with approved records retention schedules; and (6) all evidence relating to matters before the Board shall be submitted only through the Secretary of the Board or to the Board at a public meeting. The motion carried unanimously.

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ADJOURNMENT

A motion was made by Ken Spalding and a second by John Lester to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Deborah L. Loesch, TRMC

City Secretary

These minutes were approved on 20th day of August, 2007.