



**I. CALL TO ORDER**

The Regular Meeting of the Houston Planning and Zoning Commission was held on Thursday, June 30, 2022, at 13878 W. Armstrong Rd, Houston, Alaska. Vice-Chair Meister called the meeting to order at 6:15 p.m.

**II. ROLL CALL**

**Commissioners present and establishing a quorum were:**

- Vice Chair – Deb Meister
- Commissioner – John Siivola
- Commissioner – Ray Russell

\*Participated telephonically

**Commissioner absent was:**

- Commissioner – David Roberts
- Commissioner – Shanie Heger

**City of Houston Staff and Officials in Attendance:**

- Marilyn Bell – Deputy City Clerk
- Rebecca Rein – City Clerk

**III. INVOCATION AND PLEDGE OF ALLEGIANCE**

There was no invocation. Commissioner Siivola led the Pledge of Allegiance.

**IV. APPROVAL OF THE AGENDA**

**MOTION:** Commissioner Meister moved to approve the Regular Meeting Agenda of June 30, 2022.

**DISCUSSION:** There was no discussion.

**VOTE:** There were none opposed and the agenda was approved.

**V. PUBLIC COMMENTS:**

There were no public comments.



**VI. SPECIAL ORDERS OF THE DAY**

Commissioner Meister opened nominations for the office of the chair.

**1). Election of Officer: Chair**

Nominations

- Commissioner Meister nominated Commissioner Russell for Chair.
- Commissioner Russell accepted the nomination.

There were no other nominations. Commissioner Meister closed the nominations for chair.

Election by Verbal Vote

Commissioner Russell received 3 votes.

Commissioner Russell received the greatest number of votes for the Chair.

There were no objections and Ray Russell was elected as Chair.

**2). Election of Officer: Vice-Chair**

Nominations

- Commissioner Russell nominated Commissioner Meister as Vice Chair.
- Commissioner Meister accepted the nomination

There were no other nominations. Chair Russell closed the nominations for Vice Chair.

Election by Verbal Vote

Commissioner Meister received 3 votes.

Commissioner Meister received the greatest number of votes for Vice- Chair. There were no objections and Commissioner Meister was elected as Vice-Chair.

**VII. REPORTS**

- 1. Mayor's Report** – No report was provided.
- 2. Clerk's Report** – No report was provided.
- 3. Chair's Report** – No report was provided.



- 4. **Public Works Report** – No report was provided.
- 5. **Parks & Recreation Advisory Commission Report** – There were no members present to give a report.
- 6. **MSB Planning Commission** – No report was given.

**VIII. MINUTES OF THE PREVIOUS MEETING**

- 1. February 24, 2022, Regular Planning and Zoning Commission Meeting Minutes

**MOTION:** Vice Chair Meister moved to approve of the February 24, 2022, Meeting Minutes.

**DISCUSSION:** There was no discussion.

**VOTE:** There were none opposed and the motion to approve the minutes was approved.

**IX. PERSONS TO BE HEARD:** There were no persons to be heard.

**X. PUBLIC HEARING:** There was no public hearing.

**XI. COMMITTEE OF THE WHOLE:**

Entered Committee of the Whole at 6:21 p.m.

- 1) Draft Ordinance Amending 5.04 Business Licenses Generally

Exited Committee of the Whole at 6:51 p.m.

**XII. UNFINISHED BUSINESS:** There was no unfinished business.

**XIII. NEW BUSINESS:**

**MOTION:** Chair Russell moved to introduce Resolution No. 22-PC-01 and set it to Public Hearing on July 28, 2022.

**DISCUSSION:** There was no discussion.

**VOTE:** There were none opposed and the motion to introduce Resolution No. 22-PC-01 and set it to Public Hearing on July 28, 2022 was approved.

**MOTION:** Chair Russell moved to approve Resolution 22-PC-02.

**Discussion:** Discussion ensued.

**VOTE:** There were none opposed and Resolution 22-PC-02 was approved.



**XIV. PUBLIC COMMENTS:** There were no public comments.

**XV. COMMISSION AND COMMISSION STAFF COMMENTS**

- Deputy City Clerk Bell: Stated she is excited to see this legislation move forward, and a new Public Works Clerk starts on Tuesday.
- City Clerk Rein: Stated thank you to the Commissioners for being here and continuing to serve your community.
- Commissioner Siivola – No Comment.
  
- Vice-Chair Meister – Stated she is ecstatic that Chair Russell joined the Commission.
  
- Chair Russell – Stated he is happy to be a part of the Commission. Spoke about the 4<sup>th</sup> of July squirt gun event the Fire Department is putting on.

**XVI. ADJOURNMENT**

**MOTION:** Chair Russell moved to adjourn the meeting at 7:10 p.m.

**DISCUSSION:** There was no discussion.

**VOTE:** There were none opposed and the meeting was adjourned at 7:10 p.m.

\_\_\_\_\_  
Ray Russell, Chair

ATTEST:

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Marilyn Bell, Public Works Clerk