

**STATE OF TEXAS §**  
**COUNTIES OF POTTER §**  
**AND RANDALL §**  
**CITY OF AMARILLO §**

On the 4th day of January 2023, the Amarillo Planning and Zoning Commission met in a work session at 2:45 PM to review agenda items, and then convened in regular session at 3:00 PM in the City Council Chambers on the third floor of City Hall, 601 S. Buchanan, Amarillo, Texas, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Renee Whitaker, Vice Chairwoman	Y	49	47
Royce Gooch, Chairman	Y	116	111
Jason Ault	N	95	75
Fred Griffin	Y	49	48
Cindi Bulla	Y	25	22
Jeff Perkins	Y	25	18
Lex Graham	Y	1	1

**CITY STAFF:**

Cris Valverde, Director of Planning and Development Services  
 Leslie Spear-Schmidt, Senior Assistant City Attorney  
 Brady Kendrick, Planner II  
 Jenine Cruz, Recording Secretary

**I. Call to order and establish a quorum is present.**

Chairman Royce Gooch opened the meeting at 3:00 PM, established a quorum and conducted the consideration of the following items in the order presented.

**II. Public Address:** Citizens who desire to address the Planning and Zoning Commission with regard to items on the agenda will be received at this time.

No one present at todays meeting.

**III. Consent Agenda:** The Commission may request a consent agenda item to be moved to the Regular Agenda for presentation and comment. Otherwise, the consent agenda will be considered in one vote. Consent agenda items are routine items recommended for approval, and which do not include requests for waivers or variances.

1. Approval of the minutes of the December 19, 2022, Planning and Zoning Commission Regular Meeting.

A motion to approve the minutes was made by Vice Chairwoman Renee Whitaker, seconded by Commissioner Fred Griffin.

Motion passed unanimously.

**IV. Regular Agenda:**

**1. MISCELLANEOUS:**

**A. Planning Commissioner Training: Course 4: Overview of the Planning Process (40 Minutes)**

The Planning and Zoning Commission viewed Planning Commissioner Training Course 4.

Vice Chairwoman Renee Whitaker stated we have been watching the courses every week as a group and we have legal documents (minutes) showing we were here at the meetings each week, is it possible to get the certification or take a test to get it using the minutes or would we have to re-watch the videos individually? Would like to get something out of this training such as a certification.

Cris Valverde, Director of Planning and Development Services stated yes, the Commissioners have access to everything that they have been seeing and they should be able to use the minutes for that purpose, but it can be looked into.

Vice Chairwoman Renee Whitaker stated yes, she would like to take advantage of this.

Commissioner Cindi Bulla said she was curious how much the City paid for the courses as was another member of the Commission.

Commissioner Fred Griffin thinks it would be helpful if the City Staff would bring a copy of the Texas Statutory Requirements for the Planning Enabling Act as states vary on that. He also asked for a summary of that document so the Commission can determine what their role is.

Mr. Kendrick replied yes we can provide that.

Chairman Royce Gooch asked Cris Valverde to send him the emails for the training courses and the links. He did not receive anything for them. Only received the email about the flyer for the course.

Cris Valverde replied we will get them resent out.

Mr. Kendrick asked if there were any other questions about the video?

None were asked.

2. Discuss Items for Future Agendas.

Brady Kendrick, Planner II stated we have a couple of rezonings and plats on the next agenda. Also, Staff would like to ask for a consensus on the videos, would they like to continue to watch the training videos together or do it privately on their own. Needing to know this info so we can structure future agendas appropriately.

Chairman Royce Gooch stated we will start with Lex first.

Commissioner Lex Graham stated the videos are helpful to him as he is new. It does not matter to him if they would like to continue watching them together or privately.

Vice Chairwoman Renee Whitaker asked if the videos are more applicable as we get closer to the end of them. The videos are generalized it seems to her. If the videos continue in the same manner it would be helpful to watch them at home and do them on their time versus as a group. Also wanting to know if there is testing at the end.

Mr. Valverde replied yes there is testing.

Vice Chairwoman Renee Whitaker stated it would make sense to do them privately when she has the time. Will do the training either way.

Commissioner Fred Griffin stated he gets frustrated with the videos. Suggest Staff review the videos for them and come to them during the meeting with a summary of the video tied into the Texas requirements and how they apply to the Commission.

Mr. Valverde asked Commissioner Fred Griffin if he would like to do them privately or not at all.

Commissioner Fred Griffin stated he would like for City Staff to review it and come to them with a summary.

Commissioner Cindi Bulla stated the after watching the first training video, it did not answer most of her questions that she had or match any of the Texas legislation and what they do here as a Commission as she was looking up some of that information during the videos. She believes that given that the information being provide is so general and not specific that it isn't the best use of the Commission's time. She believes the training would be valuable if done as a team and reviewed as a summary instead. She also felt she would not spend a lot of time on her own going over the training as she feels it wasn't the best use of the time for the Commission. She wants to finish it to get the certification as we are already five courses in if a certification is available. She also stated that it was her belief that it is bringing a lot of wisdom and knowledge to the group since it is so general.

Commissioner Jeff Perkins does not have a problem with continuing the training as a group. Just does not agree with staying an extra hour for the training when we have a full agenda.

Chairman Royce Gooch thinks today's video was repetitive with what the training has already said and it was repetitive within itself. Would rather do them on his own and come back and discuss the video later as a group. Does like Fred's idea about the staff watching

the videos and giving them a summary of it after as a group.

Mr. Valverde thanked the Commissioners for their input and stated a lot of the training is meant to be big picture. He did state that this Commission is pretty experienced and some of the information may be stuff they already know. Thinks this is what the City Plan looks to achieve and this is how you gather all the input and stake holders. This training is meant to get the thought process going as they are the recommending body to the City Council for the City Plan. These are planning concepts and are done around the country that for the most part universal, although not exactly the same.. From the feedback given, sounds like they would like to do the training on their own time. Will work on getting the emails out for the training.

Commissioner Cindi Bulla asked if we do this on our own, would like some time put on the agenda to discuss the videos as a group. Believes it will be beneficial as a group to hear the responses on the things they are able to extract.

Mr. Valverde stated he would like the Commissioners to email either him, Brady or Emily with any questions they may have about the training so they can prepare for it on the next Planning and Zoning Commission meeting.

Brady Kendrick stated we will schedule any sessions as needed in the future.

The meeting was adjourned at 3:56 PM.



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Cris Valverde  
Director of Planning and Development Services