



## AGENDA ITEM SUMMARY

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| <b>Agenda Date</b>            | November 3, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Requested Action</b>       | Establish 2026 Planning and Zoning Commission meeting dates.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Contact Person</b>         | Francesca “Franci” Linder, AICP – Assistant Planning Director<br>(830) 248-1528, <a href="mailto:flinder@boerne-tx.gov">flinder@boerne-tx.gov</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Background Information</b> | <p><b>BACKGROUND:</b></p> <p>Annually, the Planning and Zoning Commission adopts the meeting schedule for the upcoming calendar year. The regular scheduled meetings are held the first Monday of each month at 6:00 p.m. Special meetings are also held as needed.</p> <p>In 2026 there is one holiday that falls on the first Monday of the month (September 7<sup>th</sup> – Labor Day) creating a conflict for the regular scheduled meeting. Therefore, staff is proposing that the September meeting be held on Monday, September 14<sup>th</sup>. Additionally, per the Chairman’s request, the January’s meeting is proposed to be held Monday, January 12<sup>th</sup>. All other meetings would be held on the first Monday of every month.</p> <p><b>RECOMMENDATION:</b></p> <p>The Planning and Zoning Commission should discuss and consider approving the 2026 meeting schedule.</p> <p><b>PROPOSED MOTION:</b></p> <p>The following motion is provided to assist the Commission’s decision.</p> <p>I move that the Planning and Zoning Commission <b>APPROVE</b> the 2026 meeting schedule as presented by staff.</p> |
| <b>Strategic Alignment</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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| <b>Financial Considerations</b>   | N/A                                                   |
| <b>Citizen Input/Board Review</b> | N/A                                                   |
| <b>Legal Review</b>               | N/A                                                   |
| <b>Alternative Options</b>        |                                                       |
| <b>Supporting Documents</b>       | Attachment 1: Proposed Calendar 2026 Meeting Calendar |