

MINUTES
CITY OF ELGIN BOARD OF ADJUSTMENT
REGULAR MEETING
THURSDAY, OCTOBER 09, 2025

- I. CALL TO ORDER-ROLL CALL:** The Chair called the meeting to order at 6:30 P.M. at the Library Annex (Civic Center) located at 404 N. Main St., Elgin, TX, U.S.A.

BOARD PRESENT: Chair Regan Dumbeck, Vice-Chair Darren Mogonye, Stephen Finley, Stephen Kylberg, Suzannah DesRoches

BOARD ABSENT: None

STAFF PRESENT: Beau Perry, Development Services Director; Melissa Lipiec, Planning Technician; William McIlvain, Administrative Assistant; Peyton Standifer, City Secretary.

STAFF ABSENT: Alyssa Loveday of WGA, Assistant Project Manager

II. OATH OF OFFICE

1. Prospective Senior Alternate Board member Christina Cotton was called to stand before the present Board. Melissa Lipiec led her through an oath of office in which she pledged to uphold the principles of the City of Elgin and the laws of the City of Elgin, State of Texas, and United States of America. Christina Cotton then took her seat among the Board.

III. PRESENTATION

1. City Secretary Peyton Standifer stepped forward to deliver a presentation about Henry Martyn Robert's Rules of Order for parliamentary procedure, designed to facilitate fair discussion and equal opportunity for participation. She outlined the basics of the principles, such as the requirement for a quorum to conduct business and that all decisions go through the process of making a formal motion to be seconded and voted upon. In the case of disagreement about the terms of a motion a member may amend the motion after it is seconded. The amendment is then seconded and voted upon, which may alter the original motion which is now voted upon.

The Board discussed these Rules of Order, asking for clarification about the process of amending a motion, how much of the original motion can be removed, whether a motion can be rescinded by the person making it, and the conditions of allowing a motion to go un-seconded. The Board also discussed that their usual approach is to have a thorough discussion and reach consensus before the motion is made to begin with. City Secretary Peyton Standifer remarked that the described process is not typical when using the Rules of Order but also communicated that the Rules of Order are intended as guidelines and any parliamentary body has the right to amend or ignore the Rules of Order as appropriate for their group and procedure.

- IV. PUBLIC COMMENT:** No member of the public was present to speak on this item.

V. CONSENT AGENDA

1. June 12, 2025 Minutes.
Vice-Chair Darren Mogonye moved that the Board approve the consent agenda. Suzannah DesRoches seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

VI. NEW BUSINESS

1. Election of Chair and Vice-Chair for October 2025 to September 2026.
Melissa Lipiec announced that with the start of the new term the Board is due to elect the Chair and Vice-Chair. Suzannah DesRoches asked if a change in leadership is required, and Melissa Lipiec responded that it is not. The Board discussed that they were content with Chair Regan Dumbeck

VI. NEW BUSINESS (Cont.)

remaining as Chair and Vice-Chair Darren Mogonye remaining as Vice-Chair. Stephen Finley made the motion to keep Regan Dumbeck as Chair and Darren Mogonye as Vice-Chair. Stephen Kylberg seconded the motion. The motion passed unanimously with a vote of five (5) for and zero (0) against.

Director Beau Perry asked if the Board would like a space for open discussion. Chair Regan Dumbeck opened the floor to Vice-Chair Darren Mogonye, who expressed his opinion that the Senior and Junior Alternate positions on the Board should be retired and that any Board member attending a meeting should have the right to vote as a full member. Director Perry outlined the process by which a formal recommendation of such could be made to the City Council, and that a seventh member would need to be inducted to do so. The Board discussed and agreed that it would be beneficial for the community of the Board to do so. City Secretary Peyton Standifer informed the Board that they could not make a formal motion at this time as it is not an agenda item, but will be made as an agenda item for the November meeting.


The Board also discussed a proposal to change the fixed date of the meeting from the second Thursday of the month. The Board discussed some days that would cause conflict and leaned toward proposing a second Tuesday of the month, but no conclusive determination was made at this time.

VII. ANNOUNCEMENTS

1. Melissa Lipiec announced that former Board member Shifton McShan would be commemorated at the October 21st City Council meeting, and encouraged the Board to attend. She also remarked that Ronnie Creppon of the Planning and Zoning Commission would be recognized at that same meeting.
2. Melissa Lipiec reminded the Board of the upcoming Hogeys Festival on the fourth Saturday of October, October 25th.

VIII. ADJOURNMENT

The meeting was adjourned at 7:10 P.M.



Regan Dumbeck, Chair

ATTEST: Melissa Lipiec
 Melissa Lipiec, Secretary

On a motion by PARREN MOGONYE, seconded by STEPHEN FINLEY the foregoing instrument was passed and approved on this 13 day of NOVEMBER, 2025.