

**SAN ANTONIO ZONING COMMISSION  
OFFICIAL MINUTES  
December 20, 2011**

1. The Zoning Commission of the City of San Antonio met in the 1<sup>st</sup> Floor, Board Room of the Cliff Morton Development and Business Services Center at 1901 S. Alamo.

**1:00 PM – Public Hearing**

2. Roll Call.

**PRESENT:** Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava

**ABSENT:** Christian

3. Approval of December 6, 2011 Zoning Commission Minutes.

**1<sup>st</sup> COMBINED HEARING:**

4. **ZONING CASE NUMBER Z2012018 (Council District 1):** A request for a change in zoning from “RM-4 AHOD” Residential Mixed Airport Hazard Overlay District to “C-2P AHOD” Commercial Pedestrian Airport Hazard Overlay District on Lot 12, Block 4, NCB 830, 311 McLane Drive. Staff recommends approval.

Staff stated there were 23 notices mailed out to the surrounding property owners, 0 returned in opposition and 6 returned in favor and no response from Tobin Hill Community Association. Staff mailed 12 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McFarland seconded by Commissioner Ornelas to recommend approval.

**AYES:** Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, McNealy

**NAY:** None

**RECUSED:** Nava

**THE MOTION CARRIED**

5. **ZONING CASE NUMBER Z2012026 (Council District 5):** A request for a change in zoning from “C-3NA AHOD” General Commercial Nonalcoholic Sales Airport Hazard Overlay District to “C-3R AHOD” General Commercial Restrictive Alcohol Sales Airport Hazard Overlay District on Lot 1, Block 2, NCB A-62, 2618 South Zarzamora Street. Staff recommends approval.

Staff stated there were 12 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor. Staff mailed 40 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McFarland seconded by Commissioner Ornelas to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, McNealy**

**NAY: None**

**RECUSED: Nava**

**THE MOTION CARRIED**

**6. ZONING CASE NUMBER Z2012028 S (Council District 1):** A request for a change in zoning from “C-2 S” Commercial District with a Specific Use Authorization for a Medical-Hospital and “C-2 AHOD S” Commercial Airport Hazard Overlay District with a Specific Use Authorization for a Medical-Hospital with a maximum height of 111.53 feet on a 0.061 acre tract of land out of Lot 9, Block 9, NCB 842 to “C-2 S” Commercial District with a Specific Use Authorization for a Medical-Hospital with a maximum height of 105.43 on 0.241 acre tract of land out of Lot 9, Block 9, NCB 842 and Lot 17, Block 20, NCB 393, 1310 McCullough Avenue and 308 East Evergreen Court. Staff recommends approval.

Staff stated there were 15 notices mailed out to the surrounding property owners, 0 returned in opposition and 4 returned in favor and no response from Tobin Hill Community Association. Staff mailed 13 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McFarland seconded by Commissioner Ornelas to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, McNealy**

**NAY: None**

**RECUSED: Nava**

**THE MOTION CARRIED**

**Commissioner Martinez arrived at 1:13 pm.**

**2<sup>nd</sup> COMBINED HEARING:**

**7. ZONING CASE NUMBER Z2012021 (Council District 2):** A request for a change in zoning from “I-2 EP-1” Heavy Industrial Facility Parking/Traffic Control Overlay District to “R-4 EP-1” Residential Single-Family Facility Parking/Traffic Control Overlay District on Lot 16, Block 50, NCB 1242, 431 Muegge. Staff recommends approval.

Staff stated there were 30 notices mailed out to the surrounding property owners, 0 returned in opposition and 0 returned in favor and Harvard Place/Eastlawn Neighborhood Association is in favor. Staff mailed 24 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**8. ZONING CASE NUMBER Z2012022 (Council District 6):** A request for a change in zoning from “R-6 AHOD” Residential Single Family Airport Hazard Overlay District to “C-2 AHOD” Commercial Airport Hazard Overlay District on Lot 1, Block 64, NCB 15369, 7801-7805 West Military Drive. Staff recommends approval.

Staff stated there were 7 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor and no responses from neither Meadow Village Neighborhood Association nor United Westwood Resident Organization. Staff mailed 37 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**9. ZONING CASE NUMBER Z2012027 (Council District 8):** A request for a change in zoning from “PUD C-2 MLOD-1” Planned Unit Development Commercial Camp Bullis Military Lighting Overlay District, “PUD C-2 GC-1 MLOD-1” Planned Unit Development Commercial Hill Country Gateway Corridor Camp Bullis Military Lighting Overlay District and “H C-3 GC-1 MLOD-1” Leon Springs Historic General Commercial Hill Country Gateway Corridor Camp Bullis Military Lighting Overlay District to “MF-18 MLOD-1” Limited Density Multi-Family Camp Bullis Military Lighting Overlay District, “MF-18 GC-1 MLOD-1” Limited Density Multi-Family Hill Country Gateway Corridor Camp Bullis Military Lighting Overlay District and “H MF-18 GC-1 MLOD-1” Leon Springs Historic Limited Density Multi-Family Hill Country Gateway Corridor Camp Bullis Military Lighting Overlay District on A portion of NCB

34732 and NCB 34752, southeast of the intersection of Interstate 10 West and Boerne Stage Road. Staff recommends approval.

Staff stated there were 8 notices mailed out to the surrounding property owners, 0 returned in opposition and 3 returned in favor and The Dominion Homeowner's Association is in favor. Staff mailed 41 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**10. ZONING CASE NUMBER Z2012029 HL (Council District 1):** A request for a change in zoning from "RM-4 AHOD" Residential Mixed Airport Hazard Overlay District to "RM-4 AHOD HL" Residential Mixed Airport Hazard Overlay Historic and Landmark District East 30 feet of Lot 14 and west 30 feet of Lot 15, Block B, NCB 2559, 117 Sweet Street. Staff recommends approval, based on the criteria for historic landmark designation outlined in the Certificate of Appropriateness issued by the Historic and Design Review Commission on September 21, 2011.

Staff stated there were 28 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor and no response from King William's Association. Staff mailed 67 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**11. ZONING CASE NUMBER Z2012030 (Council District 5):** A request for a change in zoning from "R-6 AHOD" Residential Single-Family Airport Hazard Overlay District to "C-2 AHOD" Commercial Airport Hazard Overlay District on 2.00 acres out of the south 287 feet of Block 2, NCB 8243, 5700 Block of West Commerce Street. Staff recommends approval.

Staff stated there were 5 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor and no response from Community Workers Council and Memorial Heights Neighborhood Association is in favor. Staff mailed 37 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

12. **ZONING CASE NUMBER Z2012031 (Council District 1):** A request for a change in zoning from “MF-33 AHOD” Multi-Family Airport Hazard Overlay District and “MF-33 IDZ AHOD” Multi-Family Infill Development Zone Airport Hazard Overlay District to “IDZ AHOD” Infill Development Zone Airport Hazard Overlay District with Single-Family Residential uses and live-work units at a density not to exceed 25 units per acre on a portion of Lots 7, 8 and 9, Block 11, NCB 1749, 623 Ogden Street, 120 East Myrtle Street and part of 619 Ogden Street. Staff recommends approval.

Staff stated there were 22 notices mailed out to the surrounding property owners, 0 returned in opposition and 2 returned in favor and no response from Tobin Hill Community Association. Staff mailed 12 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

13. **ZONING CASE NUMBER Z2012034 HL (Council District 1):** A request for a change in zoning from “MF-33 AHOD” Multi-Family Airport Hazard Overlay District to “HL MF-33 AHOD” Historic Landmark Multi-Family Airport Hazard Overlay District on Lots 10 and 11, Block 7, NCB 1729, 823 Ogden Street. Staff recommends approval.

Staff stated there were 37 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor and no response from Tobin Hill Neighborhood Association. Staff mailed 12 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**14. ZONING CASE NUMBER Z2012035 HL (Council District 1):** A request for a change in zoning from "I-1 AHOD" General Industrial Airport Hazard Overlay District to "HL I-1 AHOD" Historic Landmark General Industrial Airport Hazard Overlay District on Lots 18, 19 and 20, Block 3, NCB 2105, 1402 North Zarzamora. Staff recommends approval.

Staff stated there were 48 notices mailed out to the surrounding property owners, 0 returned in opposition and 0 returned in favor and no response from Gardendale Neighborhood Association.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**15. ZONING CASE NUMBER Z2012036 HL (Council District 1):** A request for a change in zoning from "C-3 AHOD" General Commercial Airport Hazard Overlay District to "C-3 AHOD HL" General Commercial Airport Hazard Overlay Historic and Landmark District on Lot 1, Block 2, NCB 2216, 1124 Perez Street. Staff recommends approval, based on the criteria for historic landmark designation outlined in the Certificate of Appropriateness issued by the Historic Design Review Commission on September 21, 2011.

Staff stated there were 60 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor and no response from Gardendale Neighborhood Association.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

16. **ZONING CASE NUMBER Z2012037 HL (Council District 3):** A request for a change in zoning from “R-6 AHOD” Residential Single Family Airport Hazard Overlay District to “R-6 AHOD HL” Residential Single-Family Airport Hazard Overlay Historic and Landmark District on Lot 18, Lot 19 and Lot 20, Block 335, NCB 9428, 435 West Hutchins Place. Staff recommends approval, based on the criteria for historic landmark designation outlined in the Certificate of Appropriateness issued by the Historic Design Review Commission on September 21, 2011.

Staff stated there were 22 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor. Staff mailed 58 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McNealy seconded by Commissioner D. Martinez to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**INDIVIDUAL CONSIDERATION:**

17. **ZONING CASE NUMBER Z2011167 ERZD (Council District 8):** A request for a change in zoning from “C-3 AHOD MLOD ERZD” General Commercial Airport Hazard Overlay Camp Bullis Military Lighting Overlay Edwards Recharge Zone District to “C-2 AHOD MLOD ERZD” Commercial Airport Hazard Overlay Camp Bullis Military Lighting Overlay Edwards Recharge Zone District and “MF-25 AHOD MLOD ERZD” Multi-Family Airport Hazard Overlay Camp Bullis Military Lighting Overlay Edwards Recharge Zone District on Lots 1, 2 and 4, Block 4, NCB 17851, located at the northeast corner of the intersection of Huebner Road and Northwest Military Highway. Staff recommends approval pending the plan amendment.

Bill Kaufman, representative, stated they are proposing this change to allow for multi family and commercial use on the subject property. He stated he has been working closely with Oak Meadows Neighborhood Association and have agreed on deed restrictions. He further stated he has met with SAWS representative and are in agreement with the impervious cover.

Mike Escalante, SAWS, stated they have met with the representative and are agreeable that the impervious cover shall not exceed 65% for commercial development on Lots 1 and 2 and the impervious cover shall not exceed 50% for the multi family development on Lot 4.

**The following citizen(s) appeared to speak:**

Veronica Gonzalez, President of Oak Meadow Homeowner's Association, stated they have been working closely with the representative and are in agreement with this zoning request.

Staff stated there were 19 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor and Oak Meadow Neighborhood Association is in favor.

**COMMISSION ACTION**

The motion was made by Commissioner McFarland seconded by Commissioner McNealy to recommend approval pending Plan Amendment and SAWS recommendation of impervious cover shall not exceed 65% for commercial development on Lots 1 and 2 and the impervious cover shall not exceed 50% for the multi family development on Lot 4.

**AYES: Tiller, McFarland, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy**

**NAY: Ornelas**

**RECUSED: Nava**

**THE MOTION CARRIED**

18. **ZONING CASE NUMBER Z2011197 (Council District 1):** A request for a change in zoning from "C-1" Light Commercial District and "C-1 S" Light Commercial District with a Specific Use Authorization for a Hospital to "C-3" General Commercial District on a portion of Lots 11 and 14, NCB 11687, 4330 Vance Jackson. Staff recommends the zoning case be continued to January 17, 2012 so plan amendment may be considered before Planning Commission.

Ryan Sweeney, representative, stated he would like to request a continuance until January 17, 2102.

Staff stated there were 15 notices mailed out to the surrounding property owners, 0 returned in opposition and 0 returned in favor.

**COMMISSION ACTION**

The motion was made by Commissioner Ornelas seconded by Commissioner McNealy to recommend a continuance until January 17, 2012.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**19. ZONING CASE NUMBER Z2012020 (Council District 2):** A request for a change in zoning from "C-2 AHOD" Commercial Airport Hazard Overlay District to "IDZ AHOD" Infill Development Zone Airport Hazard Overlay District with uses allowed in "NC" Neighborhood Commercial District, "R-6" Residential Single-Family District and a Reception Hall on the east 95.1 feet of Lot 14, Block A, NCB 1006, 1030 Burleson Street. Staff recommends approval of "IDZ" with uses allowed in "NC" and "R-6" and Denial of Reception Hall.

Anna Cruz, owner, stated the purpose of this zoning request is to allow for a reception hall on the subject property.

**The following citizen(s) appeared to speak:**

Lisa Bailey, stated she is opposition of said request. She does not feel this request is suitable for the neighborhood.

Nasario Jaramillo, stated he is in opposition of this zoning change. He expressed concerns with the increase in violence in the neighborhood and the noise pollution.

Staff stated there were 33 notices mailed out to the surrounding property owners, 0 returned in opposition and 1 returned in favor and no response from Dignowity Hill Neighborhood Association. Staff mailed 25 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner D. Martinez seconded by Commissioner Salazar to recommend approval to include the reception hall.

**AYES: Tiller, D. Martinez, Salazar, C. Martinez**

**NAY: McFarland, Ornelas, Flores, Clancy, McNealy, Nava**

**THE MOTION FAILED**

**2<sup>ND</sup> COMMISSION ACTION**

The motion was made by Commissioner D. Martinez seconded by Commissioner McNealy to recommend approval of "IDZ" with uses permitted in "NC" and "R-6" and denial reception hall.

**AYES: Tiller, Ornelas, Flores, D. Martinez, C. Martinez, McNealy, Nava**

**NAY: McFarland, Salazar, Clancy**

**THE MOTION CARRIED**

**20. ZONING CASE NUMBER Z2012023 (Council District 6):** A request for a change in zoning from "R-4 AHOD" Residential Single Family Airport Hazard Overlay District to "C-3NA AHOD" Commercial Nonalcoholic Sales Airport Hazard Overlay District on a portion of Lots 45 and 46, Block 33, NCB 8115, 743 Cupples Road. Staff recommends denial of "C-3NA" General Commercial Nonalcoholic Sales District with an alternate recommendation of approval for "C-2NA" Commercial Nonalcoholic Sales District.

Claudia Gonzalez, representative, stated the purpose of this request is to allow for a tire repair facility. She further stated she is in agreement of a continuance until January 17, 2012 to meet with the Council Office and Commissioner to further discuss this proposed zoning change.

Staff stated there were 15 notices mailed out to the surrounding property owners, 3 returned in opposition and 0 returned in favor.

**COMMISSION ACTION**

The motion was made by Commissioner C. Martinez seconded by Commissioner D. Martinez to recommend a continuance until January 17, 2012.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**21. ZONING CASE NUMBER Z2012024 CD (Council District 10):** A request for a change in zoning from "C-2 AHOD" Commercial Airport Hazard Overlay District to "C-2 AHOD CD" Commercial Airport Hazard Overlay District with a Conditional Use for a Motor Vehicle Sales on Lot 14, Block 37, NCB 11837, 1638 Northeast Loop 410. Staff recommends approval.

Mike DeNuccio, representative, stated the purpose of this request is to allow for a car sales lot on the subject property.

**The following citizen(s) appeared to speak:**

Patricia Staglik, owner, stated she has been in business for many years and always have had a very well maintained business. She stated she does not feel her proposal would pose a threat to the community.

Dr. Ryan, stated he strongly supports Mrs. Staglik's request as she as been an asset to the community.

Lionel Gregory, stated he has known the owner for many years and as stated she has maintained a family oriented business and support her request.

Geraldine Yuhás, stated she support this request.

Sandy Dalton, stated she support this zoning change.

Sandra Saggs, stated she would also like to express her support for this request.

Staff stated there were 15 notices mailed out to the surrounding property owners, 0 returned in opposition and 7 returned in favor and Oak Park/Northwood Neighborhood Association is in opposition. Staff mailed 40 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner McFarland to recommend a continuance until January 17, 2102.

**MOTION FAILS DUE TO LACK OF SECOND**

**2<sup>ND</sup> COMMISSION ACTION**

The motion was made by Commissioner McFarland seconded by Commissioner Salazar to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**22. ZONING CASE NUMBER Z2012025 S (Council District 3):** A request for a change in zoning from “I-1 AHOD” General Industrial Airport Hazard Overlay District to “C-2 S AHOD” Commercial Airport Hazard Overlay District with a Specific Use for a bar/tavern (without cover charge 3 or more days a week) on a portion of Lot 9, Block 1, NCB 9566, 108 Goliad Road (also known as 110 and 114 Goliad Road). Staff recommendation approval of “C-2” base zoning district for the entire subject property and approval of the “S” Specific Use Authorization for a Bar/Tavern (without cover charge 3 or more days per week) limited to a single suite identified through a metes-and-bounds (survey field notes) description provided by the applicant.

Buck Benson, representative, stated he would like to request a continuance until February 21, 2012 to meet with Highland Park Neighborhood Association and Southeast Citizens Committee and address their concerns.

**The following citizen(s) appeared to speak:**

Debra Guerrero, stated she support the request for a continuance as this would address a few concerns the neighborhood has.

Reba Malone, stated she is agreeable to a continuance to further discuss this proposal.

Teresa Gonzalez, stated the majority of the residents in the neighborhood are elderly and do not support such establishment into the community.

Vera Riojas, stated she would like to express her opposition of this zoning request. She expressed concerns with the negative impact this would have on the community.

James Donahue, stated he does not support a bar/tavern in the neighborhood however support the continuance in hopes they can reach a consciences.

Staff stated there were 33 notices mailed out to the surrounding property owners, 3 returned in opposition and 1 returned in favor and a letter received from Highland Hills Neighborhood Association stated they are not in opposition. Staff mailed 33 notices to the Planning Team.

**COMMISSION ACTION**

The motion was made by Commissioner Clancy seconded by Commissioner Salazar to recommend a continuance until February 21, 2012

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, Clancy, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

**23. ZONING CASE NUMBER Z2012033 HL (Council District 1):** A request for a change in zoning from "R-5 AHOD" Residential Single-Family Airport Hazard Overlay District to "HL R-5 AHOD" Historic Landmark Residential Single-Family Airport Hazard Overlay District on Lot 1, Block 33, NCB 8569. 3510 North Main Avenue. Staff recommends approval.

Elizabeth Porter, Office of Historic Preservation Office, presented case and recommended approval.

**The following citizen(s) appeared to speak:**

Antonio Luna, stated he would like more information on this request.

Staff stated there were 40 notices mailed out to the surrounding property owners, 1 returned in opposition and 0 returned in favor.

**COMMISSION ACTION**

The motion was made by Commissioner Ornelas seconded by Commissioner McNealy to recommend approval.

**AYES: Tiller, McFarland, Ornelas, Flores, D. Martinez, Salazar, C. Martinez, McNealy, Nava**

**NAY: None**

**THE MOTION CARRIED**

There being no further business, the meeting was adjourned at 3:02 p.m.

APPROVED:



Bill Tiller, Chairman

ATTEST:



Executive Secretary