

**JOINT MEETING OF THE CITY COMMISSION &  
PLANNING & ZONING COMMISSION  
TUESDAY, FEBRUARY 17, 2015 @ 5:00 P.M.  
HELD AT TROY HARRIS CENTER, 201 SOUTH MAIN STREET**

**Call to Order:** The meeting was called to order by Mayor Pro – Tem Bengé at 5:00 p.m.

**Present and answering roll call:** Commissioner Bengé, Commissioner Trujillo, Commissioner Butcher, Commissioner Campos, and Planning & Zoning Members: David Lynch, Betty Price, Vice Chairman Randy Pettigrew, Gus Vigil and Bobby Kimbro.

**Also Present:** City Manager James Williams, Assistant City Manager Jared Cobb, Mayor Scotty Gandy, City Clerk Carol Ann Hogue, Administrative Assistant Anna Juarez, Detective David Rodriguez, Fire Chief Terrance Lizardo, Fire Inspector Skip Moorhead, and Code Enforcer Laura Brock.

**Not Present:** P&Z Member Abel Cabello and City Attorney Patrick McMahon

**Invocation:** Commissioner Butcher gave the invocation

**Pledge of Allegiance:** Omitted, due to no flag

**Approval of Agenda:** Mayor Pro – Tem Bengé called for a motion to approve the agenda as submitted. Commissioner Trujillo so moved. Commissioner Butcher seconded. Motion was approved.

**Approval of the Regular Minutes of May 14, 2014:** Mayor Pro – Tem Bengé called for a motion to approve the regular minutes of May 14, 2014. Planning & Zoning Member Price so moved. Planning & Zoning Member Pettigrew seconded. All Ayes, motion was approved.

**NON-ACTION ITEMS:**

**Discuss Capital Improvement Fund:** City Manager Williams informed the Commissioners and the Planning & Zoning Commission of the 3/8<sup>th</sup> hold harmless tax, in reference to general obligation bond which will enable City to borrow funds for infrastructure and use revenue from the 3/8's to pay down the debt. A special election will need to be held and City will enter into agreement with a company to do the bond for the City; time frame as soon as possible. Mayor Pro – Tem Bengé commented on how the Senate bill will wipe out funds which City needed to grow, to pay for infrastructure, reconstruction and development; tax will only cover the hold harmless portion that the State is withdrawing funding from. Commissioners and Staff discussed and agreed to move forward with bond. Planning and Zoning Member Pettigrew asked where is the Municipal League support on this and where are our Lobbyist? And how much is left on the waste water treatment plant bond? Assistant City Manager Cobb responded to Planning and Zoning Member Pettigrew inquiry by stating communities do not like that the burden has been placed on them to cover the hold harmless tax; some communities have GRT 8 to 9% taxes. The waste water treatment plant bond still has 16 or 17 years; not sure on amount. The Lobbyist which the City paid for is Federal not State. City Manager Williams stated on Municipal Day an update of status of GRT bill will be discussed. City Manager Williams stated a decision could be made at the March 9, 2015 meeting. No action was taken.

**Work Session to Discuss 2015 Comprehensive Plan:** Steve Burstein presented to the Commissioners and the Planning & Zoning Commission the Comprehensive Plan discussing:

- Comprehensive Planning Process
- Vision Statement
- Population Projections
- Existing Land Use
- Future Land Use – targeted areas
- Land Use Objectives
- Housing & Housing Objectives
- Transportation & Transportation Objectives
- Utilities & Utilities Objectives
- Facilities
- Community Character & Community Character Objectives
- Economic Development & Economic Development Objectives

Commissioners, Staff and Planning & Zoning Commission discussed truck bypass grant, space for storm water retention, affordable and low income housing, infrastructure for new development, and development incentives. Mayor Pro – Tem Bengé thanked Mr. Burstein for presentation and for comprehensive plan.

Mr. Burstein presented:

- Implementation Actions
  - Land Use – create incentives for development, create a review team, create a unified development code, strengthen code enforcement, form neighborhood associations, pursue annexations, and develop GIS.
  - Housing – LEDA incentive housing development, incentives for affordable housing, participate in the development of a count housing coalition, establish a local housing task force, work with ERHA, MRA incentives, refine development standards for mobile home parks and recreational vehicle parks, review and update City’s housing code, and conduct public outreach on housing code standards. Mayor Pro – Tem Bengé asked Mr. Burstein if the City needs to partner up with a private way of land and infrastructure to help offer tax credit incentives. Mr. Burstein responded to Mayor Pro – Tem Bengé inquiry stating yes; Mr. Burstein suggested Chris Hulbert to help with this process. City Manager Williams stated the issue is not having something to offer to be competitive.
  - Transportation – develop a comprehensive street maintenance program, explore use of alternative financing to improve neighborhood streets, designate arterials and truck routes, restrict commercial truck routes, develop new pedestrian plan for downtown, develop a transportation master plan, develop a storm water master plan, conduct a walking audit to develop pedestrian plans, designate bicycle routes, develop subdivision standards for streets, and develop walking and bicycling trails.
  - Utilities – develop a utilities master plan, study reduction of sewer lift stations, fence producing water wells, conduct a utilities rate study, develop a recycling program, expand the treated effluent reuse program, and implement wastewater treatment plant odor reduction measures.

- Facilities – conduct an ADA survey of buildings, parks and sidewalks, develop detailed facilities maintenance plans, prioritize facilities improvements with emphasis on health and safety first, develop quality of life improvements, enhance park maintenance, conduct a space needs assessment to program facilities improvements based in projected growth and municipal functions or organizational changes, and conduct an energy efficiency and water conservation audit of city facilities.
- Community Character- create City of Lovington branding, develop gateways on major roads, develop urban design plans, organize a South Main District, and conduct periodic trash clean ups.
- Economic Development – support LEDC, Chamber of Commerce and MainStreet Association, develop a strategic redevelopment plan, conduct a MainStreet economic repositioning program, develop a master plan for and industrial park southeast of the city, extend infrastructure to the industrial park southeast of the city, promote target industries development with incentives as appropriate, and continue to refine the package of economic development tools.

Commissioners and Planning and Zoning Commission thanked Steve Burstein for presentation and thanked community members for investing in the community. Norma Vigil asked what is the plan for Main Street; City Manager Williams responded to Mrs. Vigil inquiry by stating bypass truck route needs to be addressed first before beautifying Main Street. Robbie Roberts asked how is the plan going to be monitored; Mr. Burstein responded by stating this is a process it will take time and the City Planner is the key person. Commissioners, Staff, and Planning and Zoning Commission discussed concerns with change of leadership, limited resources, grants for projects, and public engagement. Assistant City Manager Cobb stated the Cities have limited resources, so the more we can take resources and align with projects with policy like this, the more we can attach to projects, the better. Come time for applying for grants or other financial opportunities, the State wants to know where you are at, in the comprehensive plan. It is important for Commissioners to ask during the budget process, where we are at.

Mayor Pro – Tem Benge, Mr. Roberts, and Planning & Zoning Member Vigil stressed the importance of following through, getting public engagement with the community, keeping the community informed, show accomplishments or results, building trust, and summaries of status of comprehensive plan.

City Manager Williams stated comprehensive plan is a map to move forward in the next 10 years, this is not going away, and plan will not be set aside on a shelf; document was created by the community.

**ADJOURNMENT:**

There being no further business the meeting adjourned at 7:14 p.m.

**APPROVED:** \_\_\_\_\_  
**AVA BENGE, MAYOR PRO - TEM**

**ATTEST:** \_\_\_\_\_  
**CAROL ANN HOGUE, CITY CLERK**