

CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: May 1, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Election of Chairperson and Vice-Chairperson
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: April 25, 2014

STAFF SUMMARY:

The Committee will need to appoint a chairperson to run the meetings and a vice-chairperson to serve as a backup in his/her absence.

FISCAL IMPACT:

REVIEWED BY: _____
(Finance Director)

None

ATTACHMENTS:

Resolution to establish the Comprehensive Plan Steering Committee

RECOMMENDATION:

Nominate and elect a chairperson and vice-chairperson.

Jared Cobb

Department Head

City Manager

RESOLUTION NO. 2014-11

A RESOLUTION ESTABLISHING AN AD HOC COMPREHENSIVE PLAN STEERING COMMITTEE FOR THE CITY OF LOVINGTON, NEW MEXICO

WHEREAS, the City of Lovington has selected a planning consultant to update the existing comprehensive plan, which was adopted in January 2003; and

WHEREAS, the governing body desires to develop a comprehensive plan that meets the long-range needs of Lovington and is fair, equitable, and serves all residents; and

WHEREAS, the governing body has determined that an ad hoc advisory steering committee, comprised of residents with diverse perspectives and expertise, will help produce such a plan;

NOW, THEREFORE, BE IT RESOLVED, by the governing body, the City Commission of the City of Lovington, New Mexico that:

1. The Lovington City Commission hereby establishes the Comprehensive Plan Steering Committee.
2. The Committee shall be made up of twelve (12) members, appointed by the Mayor, with confirmation by the City Commission.
3. The Committee shall be considered active until which time a new comprehensive plan is adopted.
4. Members will be expected to adhere to a high standard of ethics and disclose any potential conflict of interest prior to voting on any action item.
5. Any member of the Committee may be removed by a vote of the City Commission and shall be replaced at the next regularly scheduled City Commission meeting.
6. The Committee shall meet regularly and provide recommendations to the planning consultant regarding each element of the comprehensive plan, hold forums and focus groups to solicit public input, and propose a draft plan to the Lovington City Commission.

APPROVED THIS 24th DAY OF MARCH, 2014.

ATTEST:

SCOTTY GANDY, MAYOR

CAROL ANN HOGUE, CITY CLERK

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MEETING DATE: May 1, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Introduction to the Comprehensive Plan Update
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: April 25, 2014

STAFF SUMMARY:

The City has selected Architectural Research Consultants (ARC) to update the 2003 Comprehensive Plan. Steve Burstein, senior planner with ARC, will describe the purpose of the comprehensive plan, process for updating it, and the role of the steering committee.

FISCAL IMPACT:

REVIEWED BY: _____
(Finance Director)

None

ATTACHMENTS:

None

RECOMMENDATION:

For discussion only.

Jared Cobb

Department Head

City Manager

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MEETING DATE: May 1, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Planning for Visioning Sessions and Focus Groups
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: April 25, 2014

STAFF SUMMARY:

Public engagement is critical to developing an effective comprehensive plan. Steve Burstein will provide an overview of the engagement methods---visioning and focus groups---proposed by ARC. He will also lead a discussion to help plan for the visioning sessions and focus groups.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

None

ATTACHMENTS:

None

RECOMMENDATION:

For discussion only.

Jared Cobb

Department Head

City Manager