

RESOLUTION NO. 19-022

A RESOLUTION ESTABLISHING AN AD HOC COMMITTEE TO ASSIST IN THE UPDATE OF THE COMPREHENSIVE PLAN, TO BE KNOWN AS THE COMPREHENSIVE PLAN ADVISORY COMMITTEE.

The City Council is informed that:

WHEREAS, by Purchasing Resolution No. 17-18-073, the City Council authorized a contract between the City of Las Cruces and Halff Associates to update the City's Comprehensive Plan, which included the concept of a Comprehensive Plan Advisory Committee as an ad hoc committee; and

WHEREAS, the ad hoc committee will provide input and guidance during the Comprehensive Plan update process.

NOW, THEREFORE, Be it Resolved by the Governing Body of the City of Las Cruces:

(I)

THAT a Comprehensive Plan Advisory Committee is hereby established as an ad hoc committee.

(II)

THAT the Mayor is hereby authorized to appoint the members of the Comprehensive Plan Advisory Committee in accordance with Sections 2-188 (a) and (b), and 2-01071 (a) and (b) of Chapter Two of the Las Cruces Municipal Code, 1997, as amended, with the membership and duties as outlined in Exhibit "A," attached hereto and made part of this Resolution.

(III)

THAT the Comprehensive Plan Advisory Committee shall conclude its duties

following final action on the updated Comprehensive Plan by the City Council.

(IV)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this 6 day of August, 2018.

APPROVED:

Bill M. Sorg
Mayor Pro-tem

ATTEST:

[Signature]
City Clerk

(SEAL)

VOTE:

Mayor Miyagishima:	<u>Absent</u>
Councillor Gandara:	<u>Aye</u>
Councillor Smith:	<u>Aye</u>
Councillor Vasquez:	<u>Absent</u>
Councillor Eakman:	<u>Aye</u>
Councillor Sorg:	<u>Aye</u>
Councillor Flores:	<u>Aye</u>

Moved by: Eakman

Seconded by: Smith

APPROVED AS TO FORM:

[Signature]
City Attorney

Comprehensive Plan Advisory Committee

Duties

The CPAC shall advise the Comprehensive Plan Project Team (staff and consultants) on matters related to the update of the comprehensive plan, as follows:

- (1) Serve as an officially appointed community "sounding board;"
- (2) Assist with the identification of community issues and needs;
- (3) Read, review, and provide recommendations on interim and final deliverables to provide strategic direction to the planning effort;
- (4) Provide local insight that may affect growth modeling efforts;
- (5) Assist with the prioritization of recommended actions/projects; and
- (6) Endorse a final plan draft to be forwarded to the Planning & Zoning Commission.

Membership

The CPAC shall consist of thirteen (13) members, all of whom are required to be residents of Las Cruces, with the exception of the Dona Ana County representative. The composition of the CPAC shall be as follows:

- (1) All seven members of the Planning & Zoning Commission;
- (2) Three members recommended by the a) Health, b) Infrastructure, and c) Economic Development Policy Review Committees, appointed by the Mayor with the advice and consent of the City Council;
- (3) One representative of the local building/development community;
- (4) One representative of New Mexico State University; and
- (5) The Dona Ana County Community Development Director.

The CPAC members shall plan to attend all seven meetings scheduled during the 18-month comprehensive plan update process.

Organization

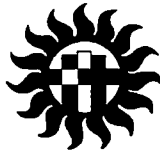
The Comprehensive Plan Advisory Committee (CPAC) shall elect a chair and vice-chair and shall hold said positions until replacement or vacancy requires election of officers or upon completion of Committee duties.

Powers

The CPAC shall serve as an endorsing body. The CPAC's endorsed proposal, i.e., the final draft of the comprehensive plan, will be forwarded by City staff to the Planning & Zoning Commission for recommendation to City Council.

Voting

Actions by the CPAC shall be determined by a majority vote of the quorum present.



City of Las Cruces®

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Council Action and Executive Summary

Item # 9 Ordinance/Resolution# 19-022

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of August 6, 2018
(Adoption Date)


Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION ESTABLISHING AN AD HOC COMMITTEE TO ASSIST IN THE UPDATE OF THE COMPREHENSIVE PLAN, TO BE KNOWN AS THE COMPREHENSIVE PLAN ADVISORY COMMITTEE.

PURPOSE(S) OF ACTION:

To establish Comprehensive Plan Advisory Committee.

COUNCIL DISTRICT: All		
<u>Drafter/Staff Contact:</u> Srijana Basnyat	<u>Department/Section:</u> Community Development/Planning & Neighborhood Services	<u>Phone:</u> 528-3079
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

On May 7, 2018, the City Council approved Purchasing Resolution 17-18-073 to award a contract to Halff Associates for the update of the Comprehensive Plan. The planning approach for the update involves the use of an advisory committee. This committee, to be known as the Comprehensive Plan Advisory Committee (CPAC), is intended to be central to the update process in terms of providing critical input and strategic direction, within the parameters of the approved scope of works between the City and its established contractor.

The purpose of this Resolution is to establish the CPAC as an ad hoc committee for the duration of the comprehensive plan update process. Since it is meant to be composed of community members in addition to members of the Planning & Zoning Commission, the CPAC is to represent the City Council's interests as well as provide perspectives on specific themes in the comprehensive plan (i.e., Healthy Community, Economic Prosperity, Sustainable Growth, and Community Character). Proposed membership, roles and duties for the CPAC are outlined in Exhibit "A."

(Continue on additional sheets as required)

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A" – Comprehensive Plan Advisory Committee.

SOURCE OF FUNDING:

N/A	Is this action already budgeted?		
	Yes	<input type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
	<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.	
N/A	Does this action create any revenue?		
	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: _____ in the amount of \$_____ for FY _____.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

N/A

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
N/A	N/A	N/A	N/A	N/A	N/A

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this action will approve the Resolution and establish the Comprehensive Plan Advisory Committee as an ad hoc committee.
2. Vote "No"; this action will not approve the Resolution and will not establish the Comprehensive Plan Advisory Committee as an ad hoc committee.
3. Vote to "Amend"; this action could modify the proposed Resolution to reflect the City Council's request, delaying the comprehensive plan update process as directed by City Council to staff.
4. Vote to "Table"; this action will postpone consideration of the Resolution; staff will require direction from City Council.

(Continue on additional sheets as required)

REFERENCE INFORMATION:

The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits.

1. Purchasing Resolution 17-18-073.



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COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of August 6, 2018
(Adoption Date)

TITLE: A RESOLUTION ESTABLISHING AN AD HOC COMMITTEE TO ASSIST IN THE UPDATE OF THE COMPREHENSIVE PLAN, TO BE KNOWN AS THE COMPREHENSIVE PLAN ADVISORY COMMITTEE.

Purchasing Manager's Request to Contract (PMRC) {Required?} Yes No

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact		528-3079	7/11/18
Department Director		528-3340	7/12/18
Budget		2107	7/18/19
Assistant City Manager /William F. Studer, Jr.		541-2271	7-17-18
Assistant City Manager/David P. Dollahon		541-2271	7/17/2018
City Attorney		7019	07.18.18
City Clerk		2115	7-19-18