



City of Elephant Butte
Planning & Zoning Commission

City Hall - 103 Water Street, Elephant Butte, NM

Official Meeting Minutes
Tuesday, October 13, 2015 Special Meeting

- I. **Call to Order** – Chairman Chuck Looney called the special meeting to order at 9:01 a.m.
Roll Call – City Manager Andrew Finzen took roll with Chairman Looney, Vice-Chair Cathy Vickers, Commissioner Rick Harrison, Commissioner Bill Kirikos and Commissioner Sheridan Fuss present. Alternate Commissioner Nathan LaFont was also in attendance.

- II. **Minutes** – Approval of the minutes for September 29, 2015. Motion was made at 9:02 a.m.

Motion: To approve the September 29 meeting minutes as submitted.

Made: Commissioner Fuss **Second:** Vice-Chair Vickers **Vote:** Carried 5-0

After approval, an error was noticed in the minutes where “Commissioner Buchanan” was listed as seconding a motion instead of Commissioner Fuss. At 9:05 a.m., Commissioner Fuss moved to amend the approved minutes.

Motion: To amend the September 29 meeting minutes as submitted to correct and replace “Commissioner Buchannan” with “Commissioner Fuss” in the appropriate location.

Made: Commissioner Fuss **Second:** Vice-Chair Vickers **Vote:** Carried 5-0

- III. **Public Hearing Action Item** – None.

- IV. **New Business** –

Annual Election of Chair/Vice-Chair: At 9:03 a.m., Commissioner Fuss made a motion to re-appoint Chairman Looney and Vice-Chair Vickers to their same leadership roles for the upcoming year.

Motion: To appoint Charles Looney to the position of Commission Chairman and to appoint Cathy Vickers to the position of Commission Vice-Chair.

Made: Commissioner Fuss **Second:** Commissioner Harrison **Vote:** Carried 5-0


Commission Rules of Procedure: Commissioners discussed the adoption of updated Rules of Procedure for the upcoming year. Alternate Commissioner LaFont inquired about Section 2.1(D), which stated that only members attending a specific meeting can

vote to approve the minutes of that meeting. After further deliberation, Commission elected to postpone adopting new Rules of Procedure until further research had been done.

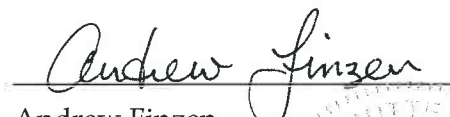
Comprehensive Plan Discussion: Commission discussed the comprehensive plan and work that needed to be done regarding the Right of Way, Driveway Access and Permitting process. Alternate Commissioner LaFont provided clarity to the subject, saying the question has to do with Butte Blvd now that the City has taken it over. Chairman Looney concurred with Alternate Commissioner LaFont's analysis, and suggested to postpone the discussion to the next meeting, pending further research on the subject.

- V. **Staff Report** – City Manager Finzen informed the Commission of the upcoming training available to Commissioners on November 17th put on by New Mexico Municipal League General Counsel Randy Van Vleck. Additionally, City Manager Finzen updated the Commission on recent City Council action.
- VI. **Public Comment** – None.
- VII. **Adjournment** – Motion: *To adjourn the special meeting at 10:08 am.*
Made: Vice-Chair Second: Commissioner Kirikos Vote: Carried 5-0

Minutes Approved:


Charles Looney
Chairman

Respectfully prepared and submitted:


Andrew Finzen
City Manager

