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City of Las Cruces[®]
 PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 6 Ordinance/Resolution# 17-004

For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of July 5, 2016
 (Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION AMENDING THE MEMBERSHIP OF THE AD HOC COMMITTEE TO ASSIST IN DEVELOPING CRITERIA FOR A HISTORIC PRESERVATION ORDINANCE.

PURPOSE(S) OF ACTION:

Amend the Ad Hoc Committee structure.

COUNCIL DISTRICT: N/A		
<u>Drafter/Staff Contact:</u> Andy Hume	<u>Department/Section:</u> Community Development / Planning & Neighborhood Services	<u>Phone:</u> 528-3048
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

On September 21, 2015, City Council adopted Resolution No. 16-080 creating a Historic Preservation Ad Hoc Committee (Committee). The Committee would continue the work of the Historic Preservation Coalition and provide recommendations on the following goals: 1) adopting a historic preservation ordinance; 2) establishing a historic preservation commission; 3) developing a historic preservation guidebook, and applying to become a Certified Local Government.

The Resolution establishing the Committee identified 20 voting positions. Quorum for a committee of this size is 11 attendees. The Committee has attempted to hold three meetings, but quorum has not been attained for any of the meetings. This has hampered the progress that the Committee hoped to make.

This Resolution refines the Committee structure as follows:

- 12 voting members,
- Remaining eight (8) members are reclassified as ex-officio, non-voting members, and
- Quorum requires seven (7) voting members in attendance at any meeting.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Historic Preservation Ad Hoc Committee.

SOURCE OF FUNDING:

Is this action already budgeted? N/A	Yes	<input type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	Budget Adjustment Attached	<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.
Does this action create any revenue? N/A	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 will amend the membership of the Committee.
2. Vote "No"; this will not amend the membership of the Committee.
3. Vote to "Amend"; this would require City Council to modify the Resolution and provide further direction to staff.
4. Vote to "Table"; this will delay amending the membership of the Committee and require City Council to provide further direction to staff.

REFERENCE INFORMATION:

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

1. Resolution No. 16-080.

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City of Las Cruces®

PEOPLE HELPING PEOPLE

COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of July 5, 2016
 (Adoption Date)

TITLE: A RESOLUTION AMENDING THE MEMBERSHIP OF THE AD HOC COMMITTEE TO ASSIST IN DEVELOPING CRITERIA FOR A HISTORIC PRESERVATION ORDINANCE.

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

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Community Development Staff Contact		528-3048	6/3/16
Department Director		528-3067	6-3-16
Other			
Assistant City Manager /CAO Management & Budget Manager		541-2078 541-2107	6-7-2016 6-6-2016
Assistant City Manager/COO		541-2271	6-6-16
City Attorney		EXT 2128	13 JUNE 2014
City Clerk		82115	6-16-16

RESOLUTION NO. 17-004

A RESOLUTION AMENDING THE MEMBERSHIP OF THE AD HOC COMMITTEE TO ASSIST IN DEVELOPING CRITERIA FOR A HISTORIC PRESERVATION ORDINANCE.

The City Council is informed that:

WHEREAS, at their meeting held on June 8, 2015, City Council adopted Resolution No. 16-080 establishing the Historic Preservation Ad Hoc Committee; and

WHEREAS, the Committee membership consists of 20 voting members and requires a quorum of 11 attendees; and

WHEREAS, the Committee has not been able to achieve quorum; and

WHEREAS, the proposed membership of 12 voting members would result in a smaller required quorum and allow the Committee make progress on its assigned tasks.

NOW THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the membership of the Historic Preservation Ad Hoc Committee is hereby revised as shown in Exhibit "A", attached hereto and made part of this Resolution.

(II)

THAT the Historic Preservation Ad Hoc Committee shall conclude its duties following final consideration of its recommendations to the City Council.

(III)

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

DONE AND APPROVED this _____ day of _____ 20____.

APPROVED:

Mayor

ATTEST:

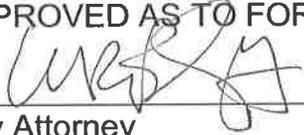
City Clerk

(SEAL)

Moved by: _____

Seconded by: _____

APPROVED AS TO FORM:



City Attorney

VOTE:

Mayor Miyagishima: _____

Councillor Gandara: _____

Councillor Smith: _____

Councillor Pedroza: _____

Councillor Eakman: _____

Councillor Sorg: _____

Councillor Levatino: _____

Historic Preservation Ad Hoc Committee
AMENDED

Organization

The Historic Preservation Ad Hoc Committee 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.

Meetings

The Committee shall hold regular meetings as deemed necessary in the accomplishment of assigned duties, but at minimum said meetings shall occur no less than once per month.

Quorum

Quorum shall be established by the attendance at a meeting of a majority of the voting members.

Voting

Actions by the Committee shall be determined by a majority vote of the seated committee membership.

Residency Requirements

Member residency shall be in accordance with section 2-1071(a) of the Las Cruces Municipal Code: "Ad hoc boards are to be established by resolution of the city council. Ad hoc board members appointed by the city shall comply with division 1 of this article, unless stated otherwise. Ad hoc board members are not required to meet the qualifications provisions established by subsection (a) of section 2-188. Due to the existential nature of ad hoc boards, convicted felons may be appointed to these boards, when appropriate."

Membership

The Committee voting members shall be comprised of one representative from:

- Las Esperanzas, Inc.
- Alameda Depot Neighborhood Organization
- Mesilla Park Momentum
- Mesilla Valley Preservation, Inc.
- Downtown Las Cruces Partnership

And:

- A representative chosen by each Councilor, plus one at-large member chosen by the Mayor. The chosen individual need not reside in the district represented.

The Committee ex-officio, non-voting members shall be comprised of one representative from:

- North Mesquite Neighborhood
- Las Cruces Association of Realtors
- Greater Las Cruces Chamber of Commerce
- Hispanic Chamber de Las Cruces
- Green Chamber of Commerce
- Las Cruces Home Builders Association
- Councilors from Districts 1 and 2

Duties

Based on existing Comprehensive Plan policy, the Committee shall assist City staff in developing criteria for a city-wide historic preservation ordinance for consideration by both recommending and approving bodies.

Said ordinance would address issues such as, but not limited to:

- Comprehensive protection and preservation of historic structures in Las Cruces
- Establishing and empowering a preservation commission
- Establishing local historic districts
- Design guidelines/standards
- Determining procedures for seeking permits related to historic structures, such as alternations, adaptive reuse, new construction, demolition, etc.

As part of the proposed recommendations to the City, the Committee shall prepare a summary of the budgetary requirements that a preservation ordinance and preservation commission may incur.

The Committee shall also prepare suggestions for an educational outreach effort to inform the citizenry about the various aspects of historic preservation.

In developing criteria for said ordinance, the Committee shall consider any and all regulatory requirements in effect and should consider any legal opinions expressed on related matters.

Powers

The Committee shall only serve as a recommending body. The Committee's recommended proposal will be forwarded by City staff to the Planning and Zoning Commission for recommendation to City Council.