**CITY PLAN COMMISSION MEETING**
**2nd Floor, Main Conference Room**
**January 15, 2025**
**1:30 P.M.**

**MINUTES**

The City Plan Commission met at the above place and date.

The meeting was called to order at 1:49 p.m. Chair Alfredo Borrego present and presiding and the following Commissioners answered roll call.

**COMMISSIONERS PRESENT:**
Alfredo Borrego (Chair)
Lauren Hanson (1st Chair)
Sal Masoud (2nd Chair)
Albert Apodaca
Lisa Badillo
Kim Reagan
Juan Uribe

**COMMISSIONERS ABSENT:**
Jim W. Dobrowolski

**AGENDA**

Commissioner Sal Masoud read the rules into the record.

Luis Zamora, Chief Planner, noted that Item 6 to be heard after Item 3.

**ACTION:** Motion made by Commissioner Masoud, seconded by Commissioner Hanson and unanimously carried to **APPROVE THE CHANGES TO AGENDA**.

AYES: Commissioners Borrego, Hanson, Masoud, Apodaca, Badillo, Reagan and Uribe
NAYS: N/A
ABSTAIN: N/A
ABSENT: Commissioner Dobrowolski
NOT PRESENT FOR THE VOTE: N/A

Motion Passed.

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## PUBLIC COMMENT

This time is reserved for members of the public who would like to address the City Plan Commission on any items that are not on the City Plan Commission Agenda and that are within the jurisdiction of the City Plan Commission. No action shall be taken.

A sign-up form is available outside the City Hall – Main Conference Room for those who wish to sign up on the day of the meeting. Requests to speak must be received by 1:30 p.m. on the date of the meeting. A total time of three minutes may be allowed for each speaker. The Public Comment portion shall not exceed thirty (30) minutes, unless otherwise approved by the City Plan Commission.

**None**

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## CONSENT AGENDA

**Approval of Minutes:**

1. Discussion and action on the City Plan Commission minutes for December 4, 2025.

**ACTION:** Motion made by Commissioner Hanson, seconded by Commissioner Masoud to **APPROVE MINUTES FOR DECEMBER 4, 2025.**

**Motion Passed.**

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## ANNUAL BUSINESS MEETING AGENDA - DISCUSSION AND ACTION:

2. CPC Business Items:
   a. Election of Officers (Chair, First Chair, Second Chair)
   Kevin Smith, Assistant Director of Planning, (915) 212-1566,
   SmithKW@elpasotexas.gov

**ACTION:** Motion made by Commissioner Borrego **TO NOMINATE COMMISSION HANSON FOR CHAIR**, seconded by Commissioner Masoud and unanimously carried.

Commissioner Hanson asked if she will accept and she said "Yes".

Motion Passed.

**ACTION:** Motion made by Commissioner Hanson **TO NOMINATES COMMISSIONER BORREGO FOR 1ST CHAIR**.

Commissioner Borrego declined nomination.

**ACTION:** Motion made by Commissioner Borrego **TO NOMINATES COMMISSIONER BADILLO FOR 1ST CHAIR**, seconded by Commissioner Masoud and unanimously carried.

Commissioner Badillo accepted nomination.

Motion Passed.

**ACTION:** Motion made by Commissioner Masoud **TO NOMINATES COMMISSIONER URIBE FOR 2ND CHAIR**, seconded by Borrego and unanimously carried.

Motion Passed.

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3. Required trainings of the City Plan Commission
   Kevin Smith, Assistant Director of Planning, (915) 212-1566, SmithKW@elpasotexas.gov

Kevin Smith, Assistant Director of Planning, reviewed required trainings with Commissioners.

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4. Presentation on Climate, Energy and Sustainability Programs
   Fernando Berjano, Senior Climate Programs Manager, BerjanoFL@elpasotexas.gov

Fernando Berjano, Senior Climate Programs Manager, made a presentation to Commissioners and answered questions from the Commission.

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5. Park Fees Special Fund Report
   Karla Chavez, Parks Planning and Development Manager, Parks & Recreation Department, (915) 212-1724, ChavezKX1@elpasotexas.gov

Karla Chavez, Parks Planning and Development Manager, made a presentation to the Commission and answered questions from the Commission.

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6. Annual Legal Training, including City Plan Commission Scope and Duties
   Russell Abeln, Assistant City Attorney-Senior, (915) 212-1127, AbelnRT@elpasotexas.gov
   **ITEM TO BE HEARD AFTER ITEM 3**

Russell Abeln, Assistant City Attorney-Senior, gave a legal training for the City Plan Commission.

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7. Planning Division Reports:
   Zoning Section
   Subdivision Section
   Special Permits/Events
   Archives
   Kevin Smith, Assistant Director of Planning, (915) 212-1566,
   SmithKW@elpasotexas.gov

Kevin Smith, Assistant Director of Planning, made a presentation to the Commission and then introduced the Planning and Inspections Department and had team make individual presentations.

**Zoning Section:** Luis Zamora, Chief Planner, made a presentation to the Commission.

**Subdivision Section:** Ismael Segovia, Chief Planner, made a presentation to the Commission.

**Special Permits/Events:** Armida Martinez, Lead Planner, made a presentation to the Commission.

**Archives:** Jovani Francia, Archives and Records Manager, made a presentation to the Commission.

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8. Adjournment of the City Plan Commission's Meeting.

**ADJOURNMENT:**

**ACTION:** Motion made by Commissioner Uribe, seconded by Commissioner Masoud and unanimously carried to **ADJOURN**.

Motion passed.

Meeting adjourned at 3:33 p.m.

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**EXECUTIVE SESSION**

The City Plan Commission may retire into Executive Session pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Section 551.071 Consultation with Attorney, Section 551.072 Deliberation Regarding Real Property, and Section 551.073 Deliberation Regarding Prospective Gifts to discuss any item on this agenda.

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Approved as to form:

Kevin W. Smith, City Plan Commission Executive Secretary