

## CITY PLANNING COMMISSION

WAYNE GILLEY AUDITORIUM

November 6, 2025

Minutes of the City Planning Commission meeting held November 6, 2025, in the Wayne Gilley Auditorium, City Hall, 212 SW 9th Street, Lawton, Oklahoma.

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

The meeting was called to order at 1:30 P.M. by David Denham.

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### ROLL CALL

MEMBERS PRESENT      David Denham  
                                 Melissa Busse  
                                 Ron Jarvis  
                                 Joan Jester  
                                 Deborah Jones  
                                 Allen Smith  
                                 Darren Medders  
                                 Dwain Baxter\*

MEMBERS ABSENT:      Michael Logan      (excused)

ALSO PRESENT:      Christine James, Planning Director  
                                 Kameron Good, Senior Planner  
                                 Christina Ryans-Huffer, Recording Secretary  
                                 Jennifer Wynne, Administrative Assistant III  
                                 Kim McConnell, Lawton Constitution  
                                 Robert Burns, Community Development – Administrator  
                                 Kristy Dement, Community Development – Housing Development  
                                 Specialists  
                                 Charlotte Brown, Deputy Director of Community Enrichment  
                                 Richard Rogalski, LEDC & LEDA\*\*

\*      Arrived at 1:37 P.M.

\*\*      Remote

**The meeting has established a quorum and was posted according to the Oklahoma Open Meeting Act, 25 O.S. 301-314.**

**OLD BUSINESS**

None

**NEW BUSINESS**

1. **Consider approving the minutes from the regular scheduled meeting from September 25, 2025.**

**Motion by Medders, Second by Smith** to approve the minutes from the regular scheduled meeting from September 25, 2025, as written. **Aye:** Busse, Jarvis, Jester, Jones, Smith, Medders, Denham **Nay:** None **Motion Passed 7-0**

8. **Consider approving a resolution of the City Planning Commission determining that the proposed Third Amended Lawton Downtown Economic Development Project Plan is hereby declared to be in conformance with the Comprehensive Land Use (Master) Plan of the City of Lawton and recommending to the City Council of the City of Lawton that it approve and adopt the proposed Third Amended Lawton Downtown Economic Development Project Plan.**

David Denham: Due to time crunch we are going to change the order of the agenda moving item 8 up to item 2 to consider approving a resolution of the City Planning Commission determining that the proposed Third Amended Lawton Downtown Economic Development Project Plan is hereby declared to be in conformance with the Comprehensive Land Use (Master) Plan of the City of Lawton and recommending to the City Council of the City of Lawton that it approve and adopt the proposed Third Amended Lawton Downtown Economic Development Project Plan.

Christine James: OK you guys have come across this before, Richard did present this, they're doing an amendment to the base of the Downtown Steady Plan related to the TIF districts. The major updates for this plan involve four key updates. The first one establishes two new increment districts by removing two undeveloped parcels from the increment district number 2 and establishing two new 25-year increment districts temporarily designated as TIF A and TIF B. TIF A being the site where the proposed grocery store or fuel station to be developed just north of Jo-Ann's and TIF Bs reserved for future retail and mixed-use development.

This basically is starting the clock over again because the development didn't take off as originally anticipated and this is starting over to capture any new development. This also expands the project area to include Elmer Thomas Park, Central Middle School, and the Lawton High School to ensure future TIF revenue may be used for public facilities in school improvements. The plan is you have an area where you capture the revenue and then you have a different area where you can spend that revenue. Expanding those areas, we could potentially spend for the LPS property along 11th Street and Elmer Thomas Park. This also updates the budget for the proposed cost.

The third amended project plan reflects increased cost for public improvements and strengthens the ability to pay future project cost including debt services and public assistance

for the new developments. To date incremental revenue have been significant to cover the debt cost related to TIF 2. Looking ahead new development opportunities will generate additional revenue giving the city greater flexibility to fund these eligible project costs under the plan. Again, that goes back to it just costs more than it did when we originally had the steady plan physics several years ago now and the costs are just different and so this is updating that budget.

And the fourth update, it allocates 10% of the new increment revenue from two new TIF districts to support the city's STEM strategic plan. You've heard the mayor talk about this, you've also heard Richard talk about this, this is taking 10% of that revenue and putting it directly towards STEM activities. Anybody have any questions?

David Denham: Some other comment, Ron Jarvis served on that committee while representing the Planning Commission. Ron, do you have anything you'd like to add?

Ron Jarvis: We've dealt with it except by adding the two new Part A and B. So, it's an easy decision to make that it's something we need to do.

David Denham: And again, that's just removing properties from TIF 2 and creating two separate ones.

Ron Jarvis: That's right and of course it adds in Lawton High School area and middle school.

David Denham: What about the McMahan auditorium?

Ron Jarvis: I don't think that's in there now. It's the schools.

David Denham: Schools and the park. OK thank you Ron. Any other questions?

Darren Medders: So, explain why we wouldn't add McMahan, but we add the high school and the junior high?

Christine James: Let's get that answer from Richard.

Richard Rogalski: Alright, so I think the question was why we added the park and the high school to the project area. Now I want to be clear that it doesn't affect any of the revenue because those areas are not a TIF district, and these two new changes don't affect the timelines on the existing TIF districts. Those just keep going as they are. TIF 1-2 expire as from when they were originally created. So, these just these two new blank spaces. Now the reason we added the schools is that the project plan had a funding category for other public improvements as one category, and it also had a funding category for school improvements. And so, it seemed natural if we hope to get new revenue from these two TIF districts that we would have more opportunity, more location, to possibly spend them, we're not required to spend them there, but it just allows us to spend money in those improvement areas if we get the revenue in the first place.

David Denham: OK, Richard this is David; I think are in concurrence with the schools. The question was more why was McMahon auditorium not part of the potential project area especially with their issues?

Richard Rogalski: Oh, it is.

David Denham: OK. That as the Elmer Thomas Park part?

Kameron Good: No, it is part of it.

David Denham: OK.

Richard Rogalski: Yeah.

David Denham: That as the Elmer Thomas Park part.

Richard Rogalski: Yeah, everything from Ferris between Cache on the north side, 11th on the on the West side, and the existing TIF district on the on the east side.

David Denham: OK thank you sir. That answered that question. Any other questions or comments? No. I was told this was like the first hearing but nothing on the agenda says to the hold the public hearings.

Christine James: I think the two hearings are going to be for City Council and those are scheduled for November 11th and December 2nd. Today's resolution is just for the City Planning Commission to support that this plan amendment is in compliance with the land use plan.

David Denham: Very good, OK. Do the members of the Commission understand what is being asked? So, I'll entertain a motion.

Deborah Jones: I would need that we recommend approval to the City Council, a resolution of the City Planning Commission, determining the proposed third amended Downtown Economic Development Plan is hereby declared to be in conformance with the comprehensive master plan of the City of Lawton, and recommending the City Council of the city of Lawton that it approve and adopt the proposed third amended Lawton Downtown Economic Project plan.

**Motion** by Jones, **Second** by Smith to recommend to the City Council to approve a resolution of the City Planning Commission, determining the proposed third amended Downtown Economic Development Plan is hereby declared to be in conformance with the comprehensive master plan of the City of Lawton, and recommending the City Council of the city of Lawton that it approve and adopt the proposed third amended Lawton Downtown Economic Project plan. **Aye:** Jarvis, Jester, Jones, Smith, Medders, Baxter, Denham, Busse **Nay:** None **Motion Passed 8-0**

- 2. Consider discussing a code change to revise the requirement for a detailed or binding site plan for R-2 Two-Family Dwelling District rezonings when abutting RE Residential Estates, R-1 Single-Family Dwelling District or a single-family dwelling use and direct Staff as deemed necessary.**

David Denham: Item 2 which is now item 3, consider discussing a code change to revise the requirement for a detailed or binding site plan for R-2 Two-Family Dwelling District rezonings when abutting RE Residential Estates, R-1 Single-Family Dwelling District or a single-family dwelling use and direct Staff as deemed necessary.

Christine James: Commission I came across this section of code, of course this section of code we review quite often, but reading it word per word, the potential administrative rezonings that we wanted to do in the Lawton View area since they were abutting R-1 and single-family use would require a binding site plan. After talking about it with Kameron and I, and the rest of planning staff, we don't feel that a binding site plan when rezoning to R-1 – R-2, when adjacent to R-1 – R-2 really warrants the binding site plan. I feel the intent of the binding site plan is to protect the existing residents from multi story residential use and commercial use. And so, R-1 and R-2 is restricted as it is already in the zoning code. I think we can look at those as kind of as the same thing and not require a binding site plan if you're wanting to rezone to an R-2 when you're adjacent to an R-1 zoning district, or R-1 use. We're just bringing that to reach today for discussion and if we want to move forward with that then I can draft ordinance and bring it back to the next meeting. Any questions?

Deborah Jones: When you're dealing with a blighted area and you're trying to restore it, could you weigh this at the rezoning stage, and have it at the building permit stage, the binding site plan. I want something for you all to look at.

Christine James: We are involved in the building permit review process, so Planning does have one of those checkboxes on residential.

Deborah Jones: You know where I'm going with this? I do not want a bunch of things waved in the building permit process that Planning hasn't seen in some preliminary way before the developer, or the builder, gets too much cost in.

Christine James: Yes. Planning was involved in that.

Deborah Jones: OK.

David Denham: I thought I read somewhere where in the current code that the building permit was part of the process, or if it didn't have a binding site plan it's still needed by the permit.

Christine James: Yes, every everything that requires to be built has to go to the building permit process. Planning is now involved on residential and commercial reviews. That's kind of gone back and forth over the years, but we do have an opportunity to review that for the zoning codes for residential and commercial permits.

Deborah Jones: I didn't know.

Christine James: Yes.

David Denham: Very good. Good question. Any other questions or comments? I will entertain a motion.

Allen Smith: I guess I want to make a motion.

Christine James: It's just if you want to provide, not necessarily a motion, if you just want to provide direction to staff.

Allen Smith: That's what I was thinking, yes. It's just direction for staff to go through with this process that we just talked about.

David Denham: And it's R-2, not R-4.

Christine James: Correct. Yeah, it was just related to R-1 and R-2. Yes, sir.

Allen Smith: And 1 and 2. Yes, correct.

Christine James: And in R-E which is a residential estate.

David Denham: Right.

Christine James: Yes.

David Denham: And no need for a vote in this. OK you have it.

The City Planning Commission directed staff to bring a code change to revise the requirement for a detailed or binding site plan for R-2 Two-Family Dwelling District rezonings when abutting RE Residential Estates, R-1 Single-Family Dwelling District or a single-family dwelling use.

**3. Consider discussing a code change to add data center as permitted use within the I-1 Restricted Manufacturing and Warehouse District and direct Staff as deemed necessary.**

David Denham: Next item, consider discussing a code change to add hookah bar/lounge and cigar bar/lounge as permitted uses within the C-5 General Commercial District and direct Staff as deemed necessary.

Christine James: So, we've dealt with the Bitcoin mining a while back, and CPC recommended that be allowed in an I-1 zoning to get blessed off on by council. Those are allowed in I-1. The new "new" thing are now data centers. We have been receiving some inquiries on where we would allow data centers. In my opinion, data centers are very close related to the Bitcoin mining as far as the need for the high amount of electricity and water

for cooling some of those resources. I would recommend, if it's the desire of this Commission, to move forward like we do with the data centers, or the Bitcoin mining, to allow the data centers in I-1 zoning. As long as we have something from PSO or Public Utilities for the resources and the demands that they are going to need are met and before allowing that in this use.

Deborah Jones: Would you also inquire specifically about fire, and protection, and enough water capacity?

Christine James: Yes. We can word it, the data center one, basically upon PSO saying that they can supply it, and it's also not stifling future development in that area. So, we can word it something like that if that's the desire.

David Denham: Would it just be adding to the digital asset mining line 8 or would it be a new line?

Christine James: I'll have to look and see what some other places have done. I might be able to add it to it and just kind of fluff it a little bit. At least to me, they're very similar but that is not my area of expertise.

David Denham: They're building them all over the country, so we better be ahead of the game than behind, alright again you just need our blessing to proceed.

Allen Smith: I think you have that.

The City Planning Commission directed staff to bring a code change to add data center as permitted use within the I-1 Restricted Manufacturing and Warehouse District.

**4. Consider discussing a code change to add hookah bar/lounge and cigar bar/lounge as permitted uses within the C-5 General Commercial District and direct Staff as deemed necessary.**

David Denham: Looks like another similar item, but totally different, consider discussing a code change to revise the requirement that all buildings except one- and two-family dwellings that are built, reconstructed or enlarged be required to provide off-street parking and direct Staff as deemed necessary.

Christine James: Again, something that's just come up recently about a hookah lounge. Even though the business license section of our code that refers to requiring a business license for hookah lounge it just says it must be in compliance with Chapter 18 zoning. But nowhere in Chapter 18 zoning does it say where it can specifically go. Again, after discussion with staff, we feel that C-5 would be a good zoning district along as it was along an arterial road. A lot of times C-5 is along the arterial road, but we can get a request for someone off the arterial. So, I feel the stipulation to being arterial road, in C-5, would be my recommendation.

David Denham: OK. Is that the same as any regular bar or tavern?

Christine James: Well, a bar, if it's just a bar, then it's C-5 but you can have a restaurant that serves mixed beverages in a lower district, C-3.

Deborah Jones: Are we limiting the cigar bars, or hookah bars, where they cannot be in conjunction with the service of alcohol? Because I did not to talk about my own personal use, but I have been in cigar bars where it was a piano bar and you got a drink, etcetera.

Christine James: Yeah. There's a lot of restrictions in the business code section about having the HVAC system, the ventilation system, completely separate. And so, there's a quite a substantial list in the building, or in the business license section, on how they have to operate ventilation and all that kind of stuff. So, it really kind of based on that establishment on how they divided their different parts.

David Denham: But you would still be allowed to have an alcohol license in these?

Christine James: Yeah, hookah is just flavored tobacco, and we could not have a consumption lounge, that's very broad and that does include marijuana, and that would not be allowed in the state of Oklahoma. So, we would not use the consumption lounge; we would use the more specific definition of cigar and hookah.

Deborah Jones: Alright.

Christine James: It's in the state statute.

David Denham: Very good. Well, nobody is going to get a cigar bar if there's not Scotch or bourbon.

Deborah Jones: Exactly.

David Denham: OK again staff is looking for direction.

Allen Smith: Again, I think you have it.

Christine James: OK. Thank you very much.

The City Planning Commission directed staff to bring a code change to add hookah bar/lounge and cigar bar/lounge as permitted uses within the C-5 General Commercial District.

- 5. Consider discussing a code change to revise the requirement that all buildings except one- and two-family dwellings that are built, reconstructed or enlarged be required to provide off-street parking and direct Staff as deemed necessary.**

David Denham: Item 5/6 consider discussing a code change to revise the requirement that all buildings except one- and two-family dwellings that are built, reconstructed, or enlarged be required to provide off street parking and direct staff as deemed necessary. This seems odd.

Christine James: This is a situation that came up not too long ago. We had a business who was wanting to build an accessory building for some additional storage, and per the code right now, any new construction of any building requires parking along with it. Like for example, LPS, when you have a big high school, we usually calculate the parking off of the school and not necessarily the school, the gym, the football field, and the softball field. It's an associated use. And so, we say one parking lot can be used for all those uses. So, we would be doing something similar saying if you were going to build an accessory building, that was secondary to your primary, that you wouldn't have to have additional parking for that accessory building. We could limit it to a square footage, if that's something that you wanted to do, but it's something. Or limit the use of that accessory building. But just something where not every single building would require a parking lot.

Deborah Jones: Can you limit it by plumbing facilities on sites, such as you can't have a kitchen, you can never have a shower. You can obviously have a water closet and a sink.

Christine James: I can limit however you wish. Yes. Exactly. I mean we can write it however. This is just something that we came across and it didn't quite make sense that if it was an accessory building that it would have to have its own parking. So that's why we're bringing it to you today.

David Denham: Does that also still apply to downtown area because I thought they had waivers on?

Christine James: Yeah, downtown would not require parking. That's another paragraph of that wouldn't require off street parking, yep.

David Denham: Allen?

Allen Smith: Think you got it. Write it up.

The City Planning Commission directed staff to bring a code change to revise the requirement that all buildings except one- and two-family dwellings that are built, reconstructed or enlarged be required to provide off-street parking.

**6. Consider approving the Record Plat, the street and drainage as-built drawings and maintenance bond for Rolling Hills Part 5B, subject to conditions.**

David Denham: Item 6/7 consider approving the Record Plat, well OK, the street and drainage as-built drawings and maintenance bond for Rolling Hills Part 5B, subject to conditions.

Kameron Good: I'll give you guys a break from Christy. Kameron Good with the Planning Department. You guys have seen multiple parts of Rolling Hills prior to this. The previous construction plat for Rolling Hills part 5 was split into two parts of part A and a part B. As you can see on the visual aid the part A was already approved. That's already being constructed on and now this is to finish out that part 5, and this is for part 5B. You can see

here's an aerial that will show you that part 5 A already has houses constructed in it and then southwest Joanne Lane. There are two knuckles involved in part 5B. This is the maintenance bond and as built for streets and drainage, the water and sewer were already accepted with part A. I'd be happy to answer any questions we have the developer here as well if you'd like to ask any questions of him.

David Denham: Any questions for Kameron or the developer? Hearing none I'll entertain a motion.

**Motion by Medders, Second by Smith** to recommend to the City Council to approve the Record Plat, the street and drainage as-built drawings and maintenance bond for Rolling Hills Part 5B, subject to conditions. **Aye:** Baxter, Denham, Busse, Jarvis, Jester, Jones, Smith, Medders **Nay:** None **Motion Passed 8-0**

- 7. Consider holding a public hearing for a Use Permitted on Review request to allow for the construction of a townhouse development on Lots 13–18, Block 14, College Addition, located at 2614, 2616, 2618, 2620, 2622, and 2624 SW D Avenue, Lawton, OK 73505, and take appropriate action as deemed necessary.**

David Denham: Next item, consider holding a public hearing for a Use Permitted on Review request to allow for the construction of a townhouse development on Lots 13–18, Block 14, College Addition, located at 2614, 2616, 2618, 2620, 2622, and 2624 SW D Avenue, Lawton, and take appropriate action as deemed necessary. Kameron.

Kameron Good: Good afternoon, Kameron Good with the Planning Department, as you can see this is located off D Avenue, just east of 27th street, just east of Cameron University. Here's an aerial of the vacant lots as it stands right now that are fronting D, and then there's an alley access off behind that. The proposed use is townhouses. There's going to be one townhouse sitting on each of the lots. They're being considered townhouses so that they can be sold individually. They will have to meet all the townhouse requirements and list it out in section 18-4-01-418. Two of the things that are not on the approved, or the proposed, site plans for the townhouse that are required in our section is it does not have a 25-foot building setback along all exterior boundaries, and it does not meet the common open space requirement. That is something you guys could allow the developer to move forward as proposed but just wanted to point those out to you that those are the two things that it won't meet as far as the townhouse regulations are spelled out.

Christine James: Yeah, we would have to request that City Council waive those requirements of that section.

Deborah Jones: Does it have any yard?

Christine James: They have the front yard and the backyard, but not a common space.

Deborah Jones: The only part.

Kameron Good: Correct.

Christine James: No common parking lot, no common space, and then the 25-foot boundary.

Kameron Good: Cesar Paganini is here with Incorp, he's the one proposing this if you have any questions specifically for him.

Deborah Jones: It didn't bother me as much.

Allen Smith: You know I think we're getting confused because you're calling them a townhouse, and I went through this too when I was building what I consider duplexes, everyone down here was saying, "no it's a townhouse." No, it's a duplex and I know the ones I did there too the city was calling them townhouses. I was calling them village because it sounds better, but basically, it's a duplex. I guess a townhouse you can sell individually.

Christine James: Yes, it has to do with the fire wall separation and then being on separate lots will be sold separately. So, this really is attached housing, it's what our code requires to call it, these are just only two units. Parts of it doesn't look like a townhouse development. When we think of townhouses we think of maybe five to six and I think code applies up to nine attached units. This would just be two units, but they're still considered attached housing, and then the definition a townhouse not a duplex.

Allen Smith: Right, but I think the townhouse everybody's talking about common area and green area. So, it's just a property in its own property.

Christine James: Correct, and this is the only part of code that we have, it's called is a townhouse development, that really gives us any rules for townhouses. So that's why this situation doesn't quite meet what code is thinking about it, what we think about it. Unlike an apartment complex or a townhouse complex.

Allen Smith: Sure

Deborah Jones: However, in defense of how this came about, people wanted greater density and clustered attached housing with a bonus. Allen, for common parking, private streets, and common recreation area. The developer didn't want to build streets that weren't to city code. They wanted things like originally roll curbs and a bunch of stuff. So, it's a good tool, I agree, maybe the terminology isn't what we would like, but it sits on its own lot. And that's important for the condominium law in Oklahoma. And it provides the developer with a lot of flexibility.

David Denham: What would be the setbacks between? Because there's going to be six of these things.

Kameron Good: They will still meet building code as far as from the next building. You have to have ten feet between the next structure.

David Denham: And they'll make that OK? That's what they yellow line is, correct? The red line.

Kameron Good: Yes, sir.

Allen Smith: So, it should be a 25-foot set back and you're saying that's not it. And then you're supposed to have 20 feet.

Kameron Good: Code specifies that there's a 25-foot along the entire exterior boundary of the development. So that from the alleyway they'd have 25-feet from the far west, and far east there'd be 25-feet. Which then would take away an entire lot on each end. So that's why they're proposing not to do that.

Christine James: Right. This would still meet the front yard setback of the 25 feet.

Allen Smith: OK.

Christine James: Yes, sir.

Kameron Good: This would be able to move forward as duplexes as is with the current zoning and the current code. The townhouse, the reason we're moving the forward with this path, was so that they could be individually sold.

Allen Smith: But what does that matter to the city what the owner does with it after he gets a C.O. on it?

Christine James: It's the fire separation because per fire code you have that firewall, or they have to do 10-feet apart. And so, since these are attached housing that firewall is what's the big thing as far as the building code is required. And for us because you can't meet that separation requirement for zoning, or for building that two-hour firewall makes the difference. Because a regular duplex is only one hour versus the two-hour if you sold the house.

Allen Smith: I have just finished a duplex behind the hospital, and I still had to do a firewall.

Christine James: Yes, a firewall because it's attached units, but two-hours if your show them selling them separately. Because it's almost two walls right beside each other with the space.

Allen Smith: OK. I'm all good.

David Denham: Well then, we can proceed. Any other questions? Seeing none I will and declare the public hearing open. Anybody would like to come speak for against this item please approach the podium, give us your name. So, no one approached. I'll close the public hearing.

Kameron Good: Literally make changes.

Allen Smith: So, I mean I'm buying for one hour. I just never knew that.

Kameron Good: Do that even if those terminology changes you gave.

Allen Smith: Right, I got it.

**Motion by Smith, Second by Medders** to recommend to the City Council to approve a Use Permitted on Review request to allow for the construction of a townhouse development on Lots 13–18, Block 14, College Addition, located at 2614, 2616, 2618, 2620, 2622, and 2624 SW D Avenue, Lawton, OK 73505, for City Council to waive the requirements of 25 ft exterior boundaries, common spaces, and common parking requirements. **Aye:** Baxter, Denham, Busse, Jarvis, Jester, Jones, Smith, Medders. **Nay:** None **Motion Passed 8-0**

**9. Consider holding a public hearing and recommend for approval the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs' activities and accomplishments Federal Fiscal Year 2024.**

David Denham: Alright. Final item on the agenda: consider holding a public hearing and recommend for approval the Consolidated Annual Performance and Evaluation Report known as the (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs' activities and accomplishments Federal Fiscal Year 2024. OK well is that the right number? Robert, welcome back sir.

Robert Burns: Yes, sir it's always the year behind.

David Denham: Thank you. What is the latest and greatest over there?

Robert Burns: The CAPER is required by grantee for grantees and responsible entities of, by the way Robert Burns with the Housing and Community Development. Sorry. It is required by us, and it reports CDBG and Home Investment Partnership usage for the federal fiscal year. So, it in some ways helps us to forecast the next year's spending.

David Denham: And did that number come in as expected, or the government share, as far as that application?

Robert Burns: A little bit below, it came in below but really close and of course with the government shutdown we're a tad bit delayed on everything right now.

David Denham: And did the CDBG funds go out as it came to us, or did the Council change that? Or do you even know?

Allen Robert Burns: I don't know. I was in transition at that time.

David Denham: Right, exactly. Alright any questions, Rob, before we open the hearing? OK at this time I'll declare the public hearing open. Anybody would like to speak for against this

item please approach the podium. Seeing no one approach, will declare the public hearing closed. Members of the Commission I'll entertain a motion.

Deborah Jones: Move to recommend approval of the Consolidated Annual Performance and Evaluation Report paper for federal fiscal year 2024 for submission to HUD and authorize the mayor to sign all necessary documents required to submit the approved paper.

David Denham: And that also will include the HOME and the CDBG portions as well?

Robert Burns: Yes, sir.

**Motion by Jones, Second by Smith** to recommend to the City Council to approve the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs' activities and accomplishments Federal Fiscal Year 2024. **Aye:** Denham, Busse, Jarvis, Jester, Jones, Smith, Medders, Baxter **Nay:** None **Motion Passed 8-0**

### **Commissioner's Reports or Comments**

David Denham: Commissioners reports or comments just want to highlight the fact this will be Christy's last meeting as our recording secretary. She'll be presenting to us on the other side apparently so congratulations Christy.

Christina Ryans-Huffer: Sir, I would like to thank everybody for their time. I would like to thank everybody for their kindness. This was the biggest joy I never ever imagined. I could get very emotional because y'all have been amazing to me, y'all have led me, and I appreciate it very much. But you're not losing me I'm just sitting out there now.

David Denham: Oh, famous last words. We've seen that chair refilled numerous times. Ask Tammy. So, anyhow well congratulations again. Any other commissioners comments? Christine secretary's report.

### **Secretary's Report**

Christine James: On that note I will introduce our new admin, Jennifer, right here she goes by Jennie. She'll be filling in. She's got some big shoes to fill, but she is more than capable. So, we welcome her aboard and we'll see her next time. And the only other thing I'd like to report is that the Willow Springs Improvement District went to council on Tuesday, and they decided to set up public hearing for the creation of that district for December 9th. So, we are moving forward with that.

David Denham: Very good.

Deborah Jones: That's for water?

Christine James: Yes, that's for their water mains. Started about 65 property owners and that is just almost one big loop.

David Denham: Thank you and welcome aboard Jennie. Glad to have you.

### **Audience Participation**

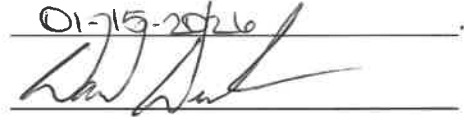
David Denham: Audience participation. Anybody like to come up? And since you didn't participate in the public hearings you got another chance. Welcome back Robert. Alright this time I'll call for a motion to adjourn.

### **Adjournment**

**Motion by Smith, Second by Jones** to adjourn the meeting Aye: Busse, Jarvis, Jester, Jones, Smtih, Medders, Baxter, Denham. Nay: None **Motion Passed 8-0**

**With no further business the meeting was adjourned at 2:06 P.M.**

These meeting minutes were approved by the CPC members at their meeting on

01-15-2026  


**David Denham**

**Chairman**

**City Planning Commission**

