



Clovis City Commission

Regular Meeting

~ Minutes ~

321 North Connelly St
Clovis, NM 88101
www.cityofclovis.org

Vicki Reyes

Thursday, June 15, 2017

5:15 PM

North Annex, Clovis-Carver Library

I – PLEDGE OF ALLEGIANCE

Mayor Lansford called the meeting to order. Mr. Derek Cockrell offered the prayer, which was followed by the Pledge of Allegiance and the Salute to the New Mexico flag.

II – OFFICIAL SALUTE TO THE NEW MEXICO FLAG: "I salute the flag of the State of New Mexico, the Zia symbol of perfect friendship among united cultures."

III – ROLL CALL

Attendee Name	Title	Status	Arrived
Chris Bryant	Commissioner - District 4	Present	5:00 PM
Juan Garza	Mayor Pro Tempore	Present	5:04 PM
Fidel Madrid	Commissioner - District 3	Present	5:15 PM
David Lansford	Mayor	Present	5:01 PM
Sandra Taylor-Sawyer	Commissioner - District 2	Present	5:07 PM
Gary Elliott	Commissioner - District 2	Present	5:03 PM
Tom Martin	Commissioner - District 4	Present	5:14 PM
Ladona Clayton	Commissioner - District 1	Absent	
Helen Casaus	Commissioner, District 3	Present	4:57 PM

IV. APPROVAL OF AGENDA

RESULT: ADOPTED [2 TO 0]

MOVER: Chris Bryant, Commissioner - District 4

SECONDER: Juan Garza, Mayor Pro Tempore

AYES: Chris Bryant, Juan Garza

ABSENT: Ladona Clayton

AWAY: Madrid, Taylor-Sawyer, Elliott, Martin, Casaus

V – APPROVAL OF MINUTES

1. Thursday, June 01, 2017

RESULT: ACCEPTED [UNANIMOUS]

MOVER: Tom Martin, Commissioner - District 4

SECONDER: Helen Casaus, Commissioner, District 3

AYES: Bryant, Garza, Madrid, Taylor-Sawyer, Elliott, Martin, Casaus

ABSENT: Ladona Clayton

VI – RECOGNITION OF VISITORS

Mayor Lansford welcomed everyone to the meeting.

VII – PROCLAMATIONS, AWARDS AND PRESENTATIONS

1. Presentation of Proclamation Proclaiming June 17 and June 25, 2017 as "Juneteenth Celebration Days", Selmus Price

Ms. Burroughes stated Saturday, June 17th there will be a celebration at Potter Park at 11:00 a.m. There will be free food and Potter Pool will be free as well. Commissioner Madrid read the proclamation.

2. Presentation of Proclamation Proclaiming June 19-24, 2017 as the "A Full Week of Rocking and Rolling in Clovis", Derek Cockrell & Gene Porter

Mr. Gene Porter with Draggin Main stated they have something every day beginning with Ned Houk Motor Speedway. They will tour the Clovis classic restaurants during the week, Foxy's, Taco Box, Twin Cronnies and Wienerschnitzel. Mr. Derek Cockrell with Clovis Music Festival stated the Music Festival, which is partnering with Draggin Main, which will be held at Marshall Middle School. On Thursday night they will have Roy Orbison, Buddy Holly and Richie Valens tribute bands. On Friday they will have Winger and Firehouse. Mr. Porter stated Saturday there will be vendors at Marshall Middle School football field along with a kids zone. They will finish the night with Draggin Main and will have two bands playing in the Levine's Building. Commissioner Taylor-Sawyer stated Randy Petty has served as the chair of the Music Festival for the past 9 years. She thanked him for all of his work on this. Commissioner Casaus read the proclamation which she presented to Mr. Porter and Mr. Cockrell.

VIII – RECEIPTS OF PETITIONS AND COMMUNICATIONS

1. Communication Regarding Corporal Henry Drake, Mikala Gray

Ms. Mikala Gray spoke about Corporal Henry Drake. On April 9, 1942 Cpl. Drake was captured on Bataan in the Phillipines and was one of the first to die on October 24, 1942 as a POW. The Clovis News Journal announced the arrival of Cpl. Drake arriving in Clovis to be buried. His niece will be marching in the Phillipines in January 2018 and will be carrying his picture. Mayor Lansford thanked Ms. Gray for her story.

Michael Hawthorne

Commissioner Martin stated Michael Hawthorne, Information Technology, is a cyclist and has now become a triathlete. He participated in the Milkman Triathlon for the first time and came in 4th in his age group.

Pioneer Days Tailgate

Mr. Jack Muse stated there is a Class of 1952 reunion scheduled. He thanked city staff and Parks and Recreation for their help on the tailgate party that was held during Pioneer Days.

Water Conservation

Mr. Kenneth Nelson, 1700 Janeway, stated he has lived in Clovis his whole life. There is a concern that may hinder progress and that is lack of water. He asked where the city stands on this issue. Mayor Lansford stated concern for water is paramount with all of the commissioners. There will be a lot of questions that will be addressed within the next 30 days hopefully. He stated he has not been as confident on addressing their water issue as he is today. There will be a lot of discussion over the next few months regarding water.

IX. CONSENT AGENDA

This item is placed on the agenda so that the Commission, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any proposal does not meet with the approval of all Commission members, or if a citizen so requests, that item will be heard when reached under the regular agenda.

1. Motion to place indicated items on the consent agenda by unanimous vote

Mayor Lansford asked Mr. Richards to explain Item Number 5 on the Consent Agenda. Mr. Richards stated that was an RFP for the management contract at the Civic Center. The procurement process has been completed and there is a successful offer on that for Spectra. They were advised that the internal evaluation process is not complete so they are proposing that the commission extend the existing contract for 30 days so they can have the formal complete contract ready for the commission at the first meeting in July. Mayor Lansford asked if the RFP number is the same. Mr. Richards stated it was. The two offers were evaluated by the committee and it was overwhelmingly favored for Spectra.

Mayor Lansford asked if he could read Item Number 5 as "Request for extension of RFP 17-0519-01". Mr. Richards stated he could.

Mayor Pro Tem Garza made a motion to place indicated items on the consent agenda by unanimous vote; Commissioner Taylor-Sawyer seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

2. Request for Approval of Adoption of Resolution Number 2884-2017 Adopting a Procurement Certification for the Community Development Block Grant Program

The City of Clovis received a Community Development Block Grant (CDBG) in 2016 for a street improvement project. A requirement for using CDBG grant funds is that every year a Procurement Certification must be adopted by resolution. It certifies the city's compliance with federal procurement code, New Mexico procurement code and support for city procurement regulations. This item was approved under the consent agenda.

3. Request for Approval of Modification of Airport Concession and Ground Lease Agreement

The City has, under its authority designated in Part 139 of the Federal Aviation Administration Rules and Regulations, exercised authority to be the exclusive seller of aviation fuel at Clovis Municipal Airport. As a result of this exercise of exclusive authority, it is necessary to modify the existing Airport Concession and Ground Lease Agreement to delete the sale of aircraft fuel as a concession granted to Operator. This item was approved under the consent agenda.

4. Request for Approval of Service Agreement for Public Service Answering Point (PSAP) / 911 Center Yearly Maintenance Costs

The dispatch center yearly maintenance, software and system manager agreement through Motorola covers the Public Service Answering Point (PSAP) / 911 operational costs. This agreement covers all necessary equipment maintenance, software subscriptions and system manager costs, which is \$73,142.00. These are costs which the city does not incur on an annual basis and is part of the funding for PSAP centers from the state. There are some costs incurred from the city under the gross receipts tax which comes out of the police department budget for \$3,071.25. This item was approved under the consent agenda.

5. 3198 : Request for extension of Award RFP17-0519-01 Civic Center Management

The Purchasing Office received two responses for Civic Center Management. The RFP committee has reviewed and scored the RFP's with the recommendation to award the RFP to Spectra. A management agreement has been sent to Spectra for review. The Agreement is for one (1) year beginning June 1, 2017 with an option for three (3) renewals.

Spectra 82.75 points

Pinnacle 50.75 points

Fiscal Impact: Annual management agreement is \$84,000.00 with an additional \$50,000.00 for Capital Investment during the first year of the agreement to be awarded to Spectra.

The formal contract will come before the commission on July 6 for action. This item was approved under the consent agenda.

6. Request for Approval to Award ITB-17-0522-01 "Weed Cutting Contract" to Deco, Inc.

The Purchasing Department received one bid from Deco, Inc. on May 22, 2017 for Weed Cutting Services for City properties.

The monthly amount bid is \$21,500.00 plus gross receipts tax of \$1,760.31 for a 4 month total of \$86,000.00 plus gross receipts tax of \$7,041.24.

In addition, Deco, Inc. will provide weed cutting services for the Industrial Park at \$6,000.00 per cut plus gross receipts of \$491.25.

Fiscal Impact: Funds are budgeted in Fund 75 - Street Maintenance for the City properties and Fund 64 - Economic Development for the Industrial park. This item was approved under the consent agenda.

7. Request for Approval to Appoint Ms. Betty Jane Williams to Serve on the Clovis Housing and Redevelopment Agency Board of Commissioners

The City of Clovis has received a request from the Clovis Housing and Redevelopment Agency, Inc. dated June 1, 2017 asking to appoint the following member to the Clovis Housing and Redevelopment Agency Board of Commissioners:-

Ms. Betty Jane Williams- term from February 7th, 2016 to February 6, 2021. This item was approved under the consent agenda.

8. Request for Approval of Waiver of Fireworks at Ned Houk Park Motorsports at 10:00 P.M., Saturday, June 17, 2017, Brad Harris

Brad Harris with Ned Houk Motorsports has approached the City asking to shoot aerial fireworks at the Ned Houk Motorsports at 10:00 p.m., Saturday, June 17th, 2017. The fireworks will be discharged by Road Runner Fireworks and will last approximately 45 seconds. The Clovis Fire Department will have a fire truck at the event as part in support of the car racing. This item was approved under the consent agenda.

9. Request for Approval of Utilization of Levine's Building for Draggin Main Activities from 3:00 P.M.-10:00 P.M., Saturday, June 24, 2017, Gene Porter

The Draggin Main group is requesting the use of the Levine's building for their band performances on Saturday, June 24th, 2017 from 3:00 p.m.-10:00 p.m. The Clovis/Curry Chamber of Commerce will add the City of Clovis as an additional insured to hold the activity at the Levine's building. This item was approved under the consent agenda.

10. Request for Approval of 5K Fun Run/Walk Ronald McDonald House Fundraiser from 8:30 A.M. to 9:30 A.M., Saturday, September 9, 2017, Robin Snowberger

The City of Clovis has received a request to hold a 5k Fun Run/Walk from 8:00 a.m.-9:30 a.m., Saturday, September 9th, 2017 in aid of the Ronald McDonald House. The run will begin at Mesa Elementary, proceed west along Wilhite and then turn south into Colonial Park finishing at the Colonial Park Clubhouse where they will be a golf tournament. Please see map below. The City will not provide any closures for this event. This item was approved under the consent agenda.

11. Request for Approval of Street Closure and Noise Variance Between 1300 - 1301 Broadway from 2:00 P.M.. - 10:00 P.M., Saturday, July 1, 2017 for a July 4 Block Party, Lisa Myers

Lisa Myers approached the city regarding a street closure on July 1, 2017 from 2:00 p.m. - 10:00 p.m. between 1300 - 1301 Broadway for a July 4th block party. The lot across the street from both houses is vacant and there are no other houses on that block.

Ms. Myers has agreed to pay the \$150.00 fee. This item was approved under the consent agenda.

12. Motion to approve or acknowledge all items on the consent agenda

Commissioner Madrid made a motion to approve or acknowledge all items on the consent agenda; Mayor Pro Tem Garza seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

X – INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES

None.

XI – UNFINISHED BUSINESS

None.

XII – NEW BUSINESS

None.

XIII – REPORTS OF BOARDS, OFFICERS AND COMMITTEES

1. Monthly Investment Report

Ms. Melancon gave the Monthly Investment Report as follows:

General Fund 1 - \$7,917,206.33

Solid Waste Fund 2 - \$2,077,086.75

Environmental Tax Fund 6 - \$5,909,239.47
Wastewater Fund 10 - \$3,943,684.88
Airport Fund 12 - \$72,039.61
Colonial Golf Course Fund 19 - \$168,509.91
Worker's Comp P&L Fund 48 - \$1,705,156.21
Infrastructure Imp Fund 60 - \$561,742.75
Special Parks Imp Fund 61 - \$205,247.83
Civic Center Fund 62 - \$536,528.92
Designated Cash Fund 63 - \$1,514,584.63
Economic Development Fund 64 - \$2,623,123.39
Special Street Fund 75 - \$1,405,178.00
Capital Projects Fund 87 - \$876,955.46
Drainage Improv Fund 88 - \$578,229.92

Beginning cash and investments was \$43,313,189.88 and ending cash and investments was \$43,189,572.66. The breakdown is \$20,327,937.17 Cash in Bank, \$5,970,611.87 in CD's with Citizen's Bank and \$16,891,023.60 in the State Investment Pool. Interest earned for the month was \$11,485.37 and for the year to date \$92,448.45. The state pool for May was .0479%

XIV – FUTURE AGENDA ITEMS

None.

XV – ANNOUNCEMENT OF DATE, TIME AND PLACE OF CITY BOARD AND COMMISSION MEETINGS

Ms. Burroughes stated there would be an Animal Control Task Force meeting Thursday, June 22 at 5:30 p.m. at City Hall. The anchor dedication will be Wednesday, June 21 at 4:30 p.m. at Veterans Park. Mayor Lansford asked if the F111 decals had been completed. Ms. Burroughes stated they should be up next week and the plaque was put on the anchor as well.

Commissioner Taylor-Sawyer asked if she was on the the Animal Control Task Force. Ms. Burroughes stated she was as well as Mayor Pro Tem Garza, Commissioner Casaus and Commissioner Martin. Mayor Pro Tem Garza stated the matter regarding chickens came up during the Planning & Zoning Commission regarding chickens in certain neighborhoods.

Commissioner Taylor-Sawyer stated there was conflict with the Public Works meeting on June 28 since that is when they will be in Washington. Mayor Lansford stated they would cancel the Public Works meeting.

A – Parks, Recreation & Beautification Committee, 5:30 p.m., Monday, June 26, 2017, Assembly Room, Bert Cabiness City Government Center, 321 Connelly

B – Cultural and Ethnic Affaris Committee, 12:00 p.m., Tuesday, June 27, 2017, Small Conference Room, Bert Cabiness City Government Center, 321 Connelly

C – Public Works Committee, 8:30 a.m., Wednesday, June 28, 2017, Assembly Room, Bert Cabiness City Government Center, 321 Connelly

D – City Hall Closed, July 4, 2017

E – City Commission meeting, 5:15 p.m., Thursday, July 6, 2017, North Annex, Clovis-Carver Library, 701 N. Main

XVI – ADJOURNMENT

There being no further business to come before the commission the meeting adjourned at 6:19 p.m.