



# Clovis City Commission

Regular Meeting

~ Minutes ~

321 North Connelly St  
Clovis, NM 88101  
[www.cityofclovis.org](http://www.cityofclovis.org)

Vicki Reyes

Thursday, November 15, 2018

5:15 PM

North Annex, Clovis-Carver Library

**I – There was an Executive Session at 4:30 p.m., Thursday, November 15th, 2018. The only topics of discussion were the acquisition or disposal of real property pursuant to NMSA 10-15-1 H(8) and Limited Personnel Matters pursuant to NMSA 10-15-1 H(2).**

## **II – PLEDGE OF ALLEGIANCE**

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

**III – 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."**

## **IV – ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Chris Bryant	Commissioner - District 4	Present	4:19 PM
Juan Garza	Mayor Pro Tempore	Present	4:21 PM
Fidel Madrid	Commissioner - District 3	Present	4:23 PM
David Lansford	Mayor	Present	4:22 PM
Sandra Taylor-Sawyer	Commissioner - District 2	Present	4:28 PM
Gary Elliott	Commissioner - District 2	Present	4:26 PM
Ladona Clayton	Commissioner - District 1	Present	4:26 PM
Helen Casaus	Commissioner, District 3	Absent	
Rube Render	Commissioner - District 4	Present	3:57 PM

## **V. APPROVAL OF AGENDA**

Mayor Lansford stated he would like to move the update regarding the Wastewater Treatment Plant to Receipt of Petitions and Communications.

**RESULT: ADOPTED [UNANIMOUS]**

**MOVER:** Ladona Clayton, Commissioner - District 1

**SECONDER:** Juan Garza, Mayor Pro Tempore

**AYES:** Bryant, Garza, Madrid, Taylor-Sawyer, Elliott, Clayton, Casaus, Render

**VI – APPROVAL OF MINUTES**

1. Thursday, November 01, 2018

**RESULT: ACCEPTED [6 TO 0]**

**MOVER:** Fidel Madrid, Commissioner - District 3

**SECONDER:** Gary Elliott, Commissioner - District 2

**AYES:** Bryant, Madrid, Taylor-Sawyer, Elliott, Clayton, Render

**ABSTAIN:** Juan Garza

**ABSENT:** Helen Casaus

**VII – RECOGNITION OF VISITORS**

Mayor Lansford welcomed everyone to the meeting.

**VIII – PROCLAMATIONS, AWARDS AND PRESENTATIONS**

None.

**IX – RECEIPTS OF PETITIONS AND COMMUNICATIONS**

1. Update Regarding Wastewater Treatment Plant, Durwood Billington

Mr. Billington stated this report does consider the audit study they did for the industrial flows. They have treated 903 million gallons of water to date and treated 99 million gallons of industrial flow. The pilot study was supposed to be for a 6 month period, but they ended it on June 1. They were able to remove the human waste and exceeded permit limitations for those two months. Phosphorous removal went very well. From the discharge the phosphorus built up from the sludge. The overall pilot project cost \$117,000 for 4½ months. Nitrogen removal dropped to 79% which is not bad but solids levels stayed up at 95%.

The fields they send effluent reuse water to are Rierson at 27.6 lbs of nitrogen per acre and they used 2.3 million gallons, Jim Hill was at 80 lbs an acre and they used 2.18 million gallons, Dickenson was at 71 lbs an acre, AYSO was at 54 lbs, Guy Leeder was at 42 lbs an acre and Hillcrest was 40 lbs per acre, and they put over 45 1/2 million gallons. Most of the numbers are fairly low but they did have a wet summer. They are able to send up to 4 million gallons of effluent reuse a day.

Mayor Lansford asked what challenges sludge had to the mechanics of the facility. Mr. Billington stated excessive wear. With the amount of sludge they were generating they had to extend the crews to 16 hours a day, 6 days a week at times. The chemical usage was 15 times higher than it normally is. The major issue was the equipment they put in

could not handle the volumes. There will need to be study's done and equipment added if they decide to do this full time. NMED was very happy with their numbers.

Commissioner Bryant asked about the filtering system for the phosphorous. Mr. Billington stated he spoke with Mr. Crowder who was supposed to be looking into it. He wasn't sure where they were at with this right now. They did remove a considerable amount of phosphor. He stated he would follow up with Mr. Crowder in the next couple of days.

Mayor Lansford asked what Mr. Howalt's thoughts were from an engineering perspective on the benefit of taking the cheeseplant water. Mr. Howalt stated Southwest Cheese wanted their engineers to look into this to see what type of capital improvements they would have to make to the plant. Overall, it does provide a benefit if they can make it work. They would have to work with Southwest Cheese on the contract if that is the path they want to continue.

Commissioner Elliott asked about the violations listed on the handout Mr. Billington gave them. Mr. Billington stated they had to convert ammonium nitrogen into a simpler form and the limits are 10 milligrams per liter and they exceeded the limitations. They have to track how much nitrogen the effluent reuse water is putting on the soil per acre. They are limited to how much nitrogen they can put down per acre per year and that limit is 200. He had to call NMED for the violation and they sent a letter back to Mr. Billington letting him know what they had to do to fix it.

Commissioner Taylor-Sawyer asked Mr. Billington to introduce his employees that were with him. Mr. Billington introduced Ruben Alfaro, Assistant Superintendent, and Clay Burch, Industrial Pre-Treatment Coordinator.

Commissioner Bryant thanked Mr. Billington and his staff for how well they maintain the plant. Mayor Lansford stated they would discuss this at the next Public Works meeting.

## **X. 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

Commissioner Clayton 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 for the City of Clovis to be the Fiscal Agent for Any 2019 Capital Outlay Funds Received by the Food Bank of Eastern New Mexico During the 2019 NM Legislative Session, Dianna Hernandez

The Food Bank of Eastern New Mexico intends to apply for capital outlay funding during the 2019 Legislative Session. They are asking the City of Clovis to act as fiscal agent. This item was approved under the consent agenda.

3. Request for Approval of Renewal of Everbridge Nixle Engage Community Alerting System

The Everbridge Nixle Community Alerting System is an integral part of the Emergency Management program to alert the citizens of Clovis and all of Curry County should an incident occur affecting public safety. Nixle is also the platform to implement the Integrated Public Alert and Warning System (IPAWS) which can be utilized to inform citizens of any impending dangerous situation from weather to manmade disasters.

Since 2014, Emergency Management has annually renewed the contract with Everbridge to continue this vital service. The cost has increased approximately 3-5% each year. The option this year is to enter into a three year contract with no increase in price over the course of the three year period. The fees would be payable each year in one year increments.

The yearly rate with the three year contract is \$5822.05, due each year in November. Without the three year contract we would be bill \$5996.71 for this year and increases each year based on the current population of Clovis. This item was approved under the consent agenda.

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

**XI – INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**

None.

**XII – UNFINISHED BUSINESS**

None.

**XIII – NEW BUSINESS**

1. Request for Approval of CPOA Contract Agreement

Mr. Howalt stated the City of Clovis Management and the CPOA Bargaining Unit have met and come to an agreement on the CPOA Contract. It is requested that the City Commission approve the contract.

Mr. Howalt stated they have reached an agreement and a majority of the language has remained the same. They agreed to the 2 1/2% increase that the rest of the city employees were granted, as well as the cell phone increase and the on call minimum pay.

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Juan Garza, Mayor Pro Tempore

**SECONDER:** Fidel Madrid, Commissioner - District 3

**AYES:** Bryant, Garza, Madrid, Taylor-Sawyer, Elliott, Clayton, Casaus, Render

2. Request for Approval of Purchase and Installation of a Radar Solar Speed Sign to be Placed on Echols Avenue

The Public Works Department would like to purchase a radar speed limit sign to assist with notifying motorists of their speed. Unlike the speed trailer the department currently has, the sign can be permanently mounted behind the curb and gutter, out of the roadway. The sign will be mounted with a removal base which will allow it to be relocated as needed. The sign is also solar powered so electrical service to the sign will not be necessary. The Public Works Committee has discussed the speeding concerns on Echols between Purdue and 21<sup>st</sup> Street on several occasions. It is proposed to place the sign at this location should the budget transfer be approved. The cost of the sign is \$18,710.00 and would come from Fund 75 cash reserves.

Mr. Howalt stated the Public Works Department currently owns a speed radar trailer. They only have one available and they are looking for another alternative to notify motorists of their speed. These are physical signs that will be mounted behind the curb and are removable. The signs are solar and will display if drivers are speeding by flashing "slow down". Between Echols and 21st Street would be the first location that they will install the signs. The cost of the two signs is \$18,710 and they will need to transfer funds from Fund 75.

Commissioner Render asked if they could be moved to different spots. Mr. Howalt stated they would pour a base and mount the sign. If they wanted to move it they would unbolt it and move it to another location. Mayor Lansford asked if they could have numerous bases and only a few signs. Mr. Howalt stated that was correct.

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Ladona Clayton, Commissioner - District 1

**SECONDER:** Fidel Madrid, Commissioner - District 3

**AYES:** Bryant, Garza, Madrid, Taylor-Sawyer, Elliott, Clayton, Render

**ABSENT:** Helen Casaus

3. Request for Approval of Task Order with Wright Water Engineers, Inc.

In response to the City's Request for Information regarding Groundwater Banking two landowners expressed interest in partnering with the City in a pilot project to pursue conservation easements. As part of those efforts, Peter Nichols has recommended working with Wright Water Engineers, Inc. to assist in the appraisal process. Wright Water Engineers has provided a scope and fee to start with an evaluation of the hydrogeology prior to developing appraisals in order to confirm the value of taking land out of agriculture production. Wright Water Engineers has proposed performing the services on a time and materials basis with an not to exceed value of \$30,000.00. Administration has reviewed the rate schedule for Wright Water Engineers and their fees align with other firms. As part of

the Intergovernmental Services Agreement entered into between the City of Clovis and Curry County, the County agreed to contribute \$1,000,000.00 from their Environmental Gross Receipts Tax towards the Master Water Assurance Plan. The proposed fee would qualify as an expense and Administration is recommending the fees be attributed to the contribution.

The fiscal impact is not to exceed \$30,000.00 from County Environmental Gross Receipt Tax.

Mr. Howalt stated they have been working on implementation of the Master Water Assurance Plan. With that is the potential to utilize conservation easements to help secure the groundwater banking scenario. As part of that they have been working with Attorney Peter Nichols and he has recommended using Wright Water Engineers out of Colorado to help with the appraisal process. The initial scope and fee is to shore up a theory by the city taking groundwater out of agricultural production over the years that water would still remain in place. They would like to review existing data and would look at the value of the land and the value once it is out of irrigated production and put into dry land production. The fee for this is not to exceed \$30,000.

Mayor Lansford stated in determining these evaluations they ultimately come to a conservation value that translates into tax credits. It is not up to this commission or just an appraisal.

It will be scrutinized by many people. The City of Portales has used Dr. Charlie Wilson, hydrologist, and Mayor Lansford called him to discuss peer reviewing what Wright Water Engineers is going to do. Dr. Wilson stated he would like to discuss having a peer review once this was completed.

Commissioner Render asked if this was a proof of concept deal. Mr. Howalt stated part of the scope is essentially for a proof of concept. Funding will come from the environmental gross receipts tax that the city agreed to receive from the county as part of the Intergovernmental Services Agreement.

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Chris Bryant, Commissioner - District 4

**SECONDER:** Rube Render, Commissioner - District 4

**AYES:** Bryant, Garza, Madrid, Taylor-Sawyer, Elliott, Clayton, Render

**ABSENT:** Helen Casaus

#### **XIV – REPORTS OF BOARDS, OFFICERS AND COMMITTEES**

##### 1. Monthly Investment Report

Ms. Connie Harrison, Assistant Finance Director, gave the finance report as follows:

General Fund 1 - \$6,896,959.47

Solid Waste Fund 2 - \$1,546,451.64

Environmental Tax Fund 6 - \$6,672,491.13

Economic Development Fund 64 - \$2,532,883.53

Capital Outlay 1/4% Fund 65 - \$1,223,609.42

Water 1/4% GRT Fund 66 - \$3,560,002.27

Capital Projects Fund 87 - \$1,081,071.15

Drainage Improv Fund 88 - \$1,262,519.37

Beginning cash and investments was \$42,027,933.21 and ending cash and investments was \$41,992,436.07. The breakdown is \$19,006,174.02 Cash in Bank, \$6,095,238.45 in CD's with Citizen's Bank and \$16,891,023.60 in the State Investment Pool. Interest earned for the month was \$60,962.41 and for the year to date \$119,290.52. The state investment pool is 2.1419%

#### **XV – FUTURE AGENDA ITEMS**

Ms. Burroughes stated they have a request from Clovis Mainstreet and are anticipating a request from the Chamber and CIDC to act as the fiscal agent for the upcoming legislative session.

#### **XVI – ANNOUNCEMENT OF DATE, TIME AND PLACE OF CITY BOARD AND COMMISSION MEETINGS**

Mr. Howalt stated they are scheduled for only one commission meeting in December on the 13th.

A – City Hall Closed, Thursday, November 22 and Friday, November 23, 2018, Thanksgiving

B – Parks, Recreation & Beautification Committee, 5:00 p.m., Monday, December 3, 2018, Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly

C – Civil Aviation Board, 5:30 p.m., Tuesday, December 4, 2018, Airport

D – Planning & Zoning Commission, 3:00 p.m., Wednesday, December 12, 2015, Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly

E – City Commisison meeting, 5:15 p.m., Thursday, December 13, 2018, North Annex, Clovis-Carver Library, 701 N. Main

#### **XVII – ADJOURNMENT**

There being no further business to come before the commission the meeting adjourned at 5:52 p.m.