



Clovis City Commission

Regular Meeting

~ Minutes ~

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

Vicki Reyes

Thursday, August 24, 2017

5:15 PM

North Annex, Clovis-Carver Library

I – PLEDGE OF ALLEGIANCE

Mayor Lansford called the meeting to order. He 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	5:01 PM
Juan Garza	Mayor Pro Tempore	Present	5:16 PM
Fidel Madrid	Commissioner - District 3	Present	5:14 PM
David Lansford	Mayor	Present	4:46 PM
Sandra Taylor-Sawyer	Commissioner - District 2	Present	5:16 PM
Gary Elliott	Commissioner - District 2	Present	4:53 PM
Tom Martin	Commissioner - District 4	Remote	
Ladona Clayton	Commissioner - District 1	Present	5:15 PM
Helen Casaus	Commissioner, District 3	Present	4:50 PM

IV. APPROVAL OF AGENDA

RESULT: ADOPTED [UNANIMOUS]

MOVER: Juan Garza, Mayor Pro Tempore

SECONDER: Fidel Madrid, Commissioner - District 3

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

V – APPROVAL OF MINUTES

1. Thursday, August 03, 2017

RESULT: ACCEPTED [7 TO 0]

MOVER: Ladona Clayton, Commissioner - District 1

SECONDER: Chris Bryant, Commissioner - District 4

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

ABSTAIN: Juan Garza

VI – RECOGNITION OF VISITORS

Mayor Lansford welcomed everyone to the meeting.

VII – PROCLAMATIONS, AWARDS AND PRESENTATIONS

1. Presentation of Proclamation Proclaiming Sunday, August 27, 2017 as "Bikers Against Bullying Day" Thomas Creehan

Thomas Creehan stated this is the 5th annual Bikers Against Bullying ride. They will have 100-120 bikes riding around town to raise awareness against bullying. Commissioner Taylor-Sawyer asked if they have any stats on bullying. If it has decreased or if more people are aware. Mr. Creehan stated in the five years they have had more reported.

People are more aware that this can be reported. Mayor Lansford read the proclamation, which he presented to Mr. Creehan.

National Manufacturing Month

Mayor Lansford read the proclamation, which he presented to Ernie Kos.

VIII – RECEIPTS OF PETITIONS AND COMMUNICATIONS

Mr. Mondragon thanked the commission for the NMML Annual Conference. He stated Ms. Burroughes and Ms. Reyes were outstanding and he heard a lot of awesome comments. He stated November 28-30 the New Mexico Idea State Conference will be at the Civic Center.

Mayor Lansford read a letter from Director at Large and Roswell City Councilor Steve Henderson. He stated not one person criticized anything to him during the conference or make a suggestion of what could have been done better. He stated it started with Ms. Burroughes and Ms. Reyes. The commission presented money trees and gift cards to Ms. Burroughes and Ms. Reyes. Ms. Burroughes thanked Mr. Phelps for allowing staff all of the time and latitude to achieve this task. She also thanked all of the departments for their support. Ms. Kos stated she received an email from Colette Schobbens with the following numbers: 308 attendees, 29 speakers, 15 NMML staff, 23 guests, 126 sponsors/exhibitors for a total of 501 people. Ms. Burroughes thanked the Civic Center, Clovis Community College, the Chamber of Commerce, Raymond Mondragon and Vincent Soule for all of their work as well.

Mayor Lansford stated Kenneth Nelson has shown remarkable interest in his local government and is a native of Clovis. He has recently enlisted in the US Army. He stated they appreciate what he stands for and the willingness to serve his country.

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 Pro Tem Garza made a motion to place indicated items on the consent agenda by unanimous vote; Commissioner Madrid 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 2894-2017 Authorizing the Mayor to Execute a Letter of Waiver for Payments in Lieu of Taxes (PILOT) for the Clovis Housing and Redevelopment Agency, Inc., Charlotte Molette

This request is for waiver of payment in lieu of taxes the city receives from the Clovis Housing Redevelopment Agency, Inc. This item was approved under the consent agenda.

3. Request for Approval of KSA Engineers to Perform Task Order CLV.011 for Preliminary, Final Design and Bidding Documents for the Reconstruction of Runway 12/30 and Rehabilitation of Apron and Asphalt Surfaced Portion of Taxiway a North of Runway 12/30

This task order is for KSA Engineers Project Number CLV.011 to prepare preliminary, final design and bidding documents for the reconstruction of Runway 12-30 and rehabilitation of apron and the asphalt surfaced portion of Taxiway Alpha north of Runway 12-30. As with previous airport task orders, the FAA will be responsible for funding 90% of the work, with the State of New Mexico and City of Clovis each paying 5%. Please see attached task order for your information.

Fiscal Impact:

City of Clovis 5% - \$10,448.00 from Account 12-1701-64685

State 5% - \$10,448.00

Federal 90% - \$188,064

Total cost of Task Order \$208,960 (including NMGR)

This item was approved under the consent agenda.

4. Request for Approval to Apply for and Accept the 2017 Local Edward Byrne Memorial Justice Assistance Grant (JAG) Funds

The City of Clovis and Curry County have been jointly allocated \$17,416.00 in 2017 Local Edward Byrne Memorial Justice Assistance Grant (JAG) funds by the US Department of Justice. The Clovis Police Department and Curry County Sheriff’s Office are working together to develop a plan to utilize these funds. Once the equipment has been identified by both entities an Interlocal Agreement will be brought before each commission for approval. The City of Clovis will be the fiscal agent for these funds. This item was approved under the consent agenda.

5. Request for Approval to Award RFP 17-0630-01 Design and Construction Management MLK Boulevard and Sandoval Street

Professional Services for the Martin Luther King Jr. Blvd and Sandoval Street project. The 5 individuals on the RFP committee reviewed and scored the RFP’s with the recommendation to award the RFP to Bohannan Huston. The Agreement will be in effect for the duration of the CDBG grant funding cycle.

Bohannan Huston 793 points	avg 158.60
Souder, Miller & Associates 792 points	avg 158.40
Smith Engineering 627 points	avg 125.40
Larkin Group 625 points	avg 125.00

Fiscal Impact: Proposal for the design phase from survey to bid award is \$97,809.00 plus applicable Gross Receipts Tax. Proposal for construction phase services is on a Not to Exceed basis for \$49,564.00 plus Gross Receipts Tax based on a construction cost of approximately \$800,000.00 which is the budgeted amount for the project. This item was approved under the consent agenda.

6. Request for Approval for Desert Cruisers to Hold Their Annual Run to Hillcrest Car Show on Saturday, September 9, 2017 and Waiver of Fees

This will be the 21st year of the Desert Cruisers Annual Run to Hillcrest car show that will be held in Hillcrest Park on September 9th, 2017. The Desert Cruisers are requesting to use Hillcrest Park from 7:00 a.m. to 5:00 p.m. on that date. In all years past, the fees for the use of the park have been waived. The club provides the necessary liability insurance and does a great job cleaning the area of the park they utilize after their event.

Fiscal Impact:

Normal one day park fee is \$175.00

This item was approved under the consent agenda.

7. Request for Approval of Waiver of Fees for Ambulance Standby Service for Fall 2017 Clovis High School Football Game Schedule, Carrie Bunce

The City has been approached by Clovis High School asking for a waiver of fees for ambulance standby for the CHS football games. The dates for these are:

- August 25th, 2017 (Hobbs)
- September 1st, 2017 (Carlsbad)
- September 15th, 2017 (Homecoming)
- October 13th, 2017 (District Game)
- October 27th, 2017 (Sandia)

There may be some additional dates as required. This item was approved under the consent agenda.

8. Request for Approval of Street Closure from 7:30 P.M.-9:00 P.M., October 7, 2017 Between 900 Main Street (Hartley House) and Greene Acres Park for "Take Back the Night" Walk for Domestic Violence Awareness Month. Request Includes Waiver of Fees. Alexandra Miller, Hartley House

The City of Clovis has been approached by the Hartley House requesting a waiver of fees for a street closure for a domestic violence awareness walk they would like to hold as part of the Domestic Violence Awareness Month.

The walk will be from 7:30 p.m.-9:00 p.m., October 7th, 2017 from 900 Main to Greene Acres Park.

Contact: Alexandra Miller - 762-0050

Fiscal Impact:

\$150 - cost of street closure. This item was approved under the consent agenda.

9. Request for Approval of Fifth Annual Bully Awareness Ride at 3:30 P.M., Sunday, August 27, 2017 and Waiver of Fees, Thomas Creehan

The American Legion is planning a Bikers Against Bullying rally.

Fiscal Impact:

4 police officers (\$40.00 an hour) - \$320.00.

This item was approved under the consent agenda.

10. Request for Approval of Waiver of Ambulance Fees for the High School Rodeo Association, October 27-29, 2017, Ryan Figg

Mr. Ryan Figg has contacted the city to ask for a waiver of fees for an ambulance standby for the High School Rodeo Association, Friday, October 27 from 3:00 p.m. - 9:00 p.m., Saturday, October 28 from 9:00 a.m.- 4:00 p.m. and Sunday, October 29 from 8:00 a.m. - 4:00 p.m. Mr. Figg's contact information is 760-9301.

Fiscal Impact: three days = \$1,944.00

This item was approved under the consent agenda.

11. Request for Approval for Two Students to Serve on the Clovis-Carver Library Board

There are two student positions on the Clovis Carver Library Board. This item was approved under the consent agenda.

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

Commissioner Casaus 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

1. Request for Approval of Adoption of Resolution Number 2895-2017 Adopting the Local Infrastructure and Capital Improvements Plan for 2019-2023. Request to Include Setting the 2018 Legislative Priorities

Each year, the City of Clovis participates in the Dept. of Finance and Administration's Infrastructure and Capital Improvements planning process. The City develops a five-year plan for infrastructure and capital improvements, inputs the data into a database provided by DFA and submits this database to DFA for publication into their master Infrastructure and Capital Improvements Plan. This document is then distributed to state agencies and legislators and used for state agency budget planning as well as the allocation of legislative funding and some grant requests. This program requires that the governing body pass a resolution to adopt this plan. A public hearing to gather citizen input on this plan was held on August 9, 2017 at 2:00 pm. All community organizations that requested projects to be included are included in this plan.

Mr. Garry Johnson stated the ICIP is a five year plan for the State to see. There are not many changes from last year except number 2019-32, CR I and 2019-40, Sugar Beet Road have been removed because they have been completed.

Commissioner Taylor-Sawyer asked if this list was something that the elected officials would see when the commission presents the wish list. She stated last year they had priorities they established, but they were different than what they put on the wish list. Ms. Burroughes stated if they would like to set this now with the ranking they can. The Ute Pipeline has been number one for many years. Mayor Lansford stated this has to be submitted and then once they get to the legislative priorities then they can decide what order they want them in.

Commissioner Madrid asked if there was a town hall meeting on this. Mr. Johnson stated there was one on August 9th. Commissioner Madrid asked if everyone was okay with this list. Mr. Johnson stated the ones that were in attendance did agree.

RESULT: ADOPTED [UNANIMOUS]

MOVER: Chris Bryant, Commissioner - District 4

SECONDER: Juan Garza, Mayor Pro Tempore

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

XI – UNFINISHED BUSINESS

None.

XII – NEW BUSINESS

1. Request for Approval of Police Escort for Labor Day March in Support of Dairy Workers Rights from 6:00 P.M.-8:00 P.M., Monday, September 4, 2017 from Fourteenth and Main to the Courthouse, and Waiver of Fees, Marina Pina

Somos Un Pueblo would like to hold a march and a rally in front of the courthouse in support of dairy workers rights from 6:00 p.m.-8:00 p.m., Monday, September 4th, 2017 between Main and 14th and Main and 7th streets. They would like a police escort and a waiver of fees for this. Marchers will use the sidewalks to walk to 7th and Main for the rally.

Fiscal Impact:

Up to 4 police officers at \$40.00 per hour x 2 hours - \$320.00.

Ms. Burroughes stated Ms. Pina was not present. She is asking for the escort because she was not sure how many people would be in attendance. She has spoken with Captain Dial and if there are not many people then they will not need to provide the escort. Mayor Pro Tem Garza stated they need at least one officer present whether there are 10 or 100 people. Ms. Burroughes stated they will be walking on the sidewalk and will have the rally at the courthouse.

RESULT: APPROVED [UNANIMOUS]

MOVER: Juan Garza, Mayor Pro Tempore

SECONDER: Fidel Madrid, Commissioner - District 3

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

XIII – REPORTS OF BOARDS, OFFICERS AND COMMITTEES

1. Monthly Investment Report

Ms. Melancon gave the Monthly Investment Report as follows:

General Fund 1 - \$8,027,802.58

Solid Waste Fund 2 - \$2,478,989.44

Environmental Tax Fund 6 - \$5,995,551.86

Wastewater Fund 10 - \$3,932,146.16

Airport Fund 12 - \$93,098.64

Colonial Golf Course Fund 19 - \$74,465.71

Worker's Comp P&L Fund 48 - \$2,065,050.41

Infrastructure Imp Fund 60 - \$643,742.84

Special Parks Imp Fund 61 - \$181,662.98

Civic Center Fund 62 - \$488,919.06
Designated Cash Fund 63 - \$1,415,186.06
Economic Development Fund 64 - \$2,742,849.13
Special Street Fund 75 - \$1,430,846.46
Capital Projects Fund 87 - \$1,332,505.11
Drainage Improv Fund 88 - \$656,658.39

Beginning cash and investments was \$40,801,389.23 and ending cash and investments was \$42,350,644.73. The breakdown is \$19,453,185.59 Cash in Bank, \$6,006,435.54 in CD's with Citizen's Bank and \$16,891,023.60 in the State Investment Pool. Interest earned for the month was \$13,794.96 and for the year to date \$13,794.96. The state pool for July was .8935%

XIV – FUTURE AGENDA ITEMS

Ms. Burroughes stated the chicken ordinance, quarterly budget transfers and a request for new cameras will be on the next agenda.

Commissioner Clayton stated they presented the master water plan to the City of Clovis. The meetings have been scheduled for Kingswood, Friendship Center, YRB and Livingstones.

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

A – Parks, Recreation & Beautification Committee, 5:30 p.m., Monday, August 28, 2017, Assembly Room, Bert Cabiness City Government Center, 321 Connelly

B – City Hall Closed, Monday, September 4, 2017, Labor Day

C – Civil Aviation Board, 5:30 p.m., Tuesday, September 5, 2017, Airport

D – City Commission meeting, 5:15 p.m., Thursday, September 7, 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 6:12 p.m.