



Clovis City Commission

Regular Meeting

~ Minutes ~

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

Vicki Reyes

Thursday, November 2, 2017

5:15 PM

North Annex, Clovis-Carver Library

I – PLEDGE OF ALLEGIANCE

Mayor Lansford called the meeting to order. Pastor Michael Kirk 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	4:59 PM
Fidel Madrid	Commissioner - District 3	Present	4:58 PM
David Lansford	Mayor	Present	5:05 PM
Sandra Taylor-Sawyer	Commissioner - District 2	Present	5:01 PM
Gary Elliott	Commissioner - District 2	Present	4:54 PM
Tom Martin	Commissioner - District 4	Present	5:11 PM
Ladona Clayton	Commissioner - District 1	Present	5:04 PM
Helen Casaus	Commissioner, District 3	Present	4:54 PM

IV. APPROVAL OF AGENDA

RESULT: ADOPTED [UNANIMOUS]

MOVER: Juan Garza, Mayor Pro Tempore

SECONDER: Sandra Taylor-Sawyer, Commissioner - District 2

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

V – APPROVAL OF MINUTES

1. Thursday, October 19, 2017

RESULT: ACCEPTED [UNANIMOUS]

MOVER: Ladona Clayton, Commissioner - District 1

SECONDER: Juan Garza, Mayor Pro Tempore

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

VI – RECOGNITION OF VISITORS

Mayor Lansford welcomed everyone to the meeting.

Pastor Kirk, Central Baptist Church, thanked the commission for all they do for the city. He advised they are thankful for everything the city commission, city officials and city workers do to keep Clovis running. He stated they also have an open invitation for any first responder to attend their Wednesday night meal for free at Central Baptist.

VII – PROCLAMATIONS, AWARDS AND PRESENTATIONS

1. Presentation of Proclamation Proclaiming November 6-11, 2017 as "Veterans" Week", John Montano

Mr. John Montano advised of the activities during Veterans Week. The Veterans Parade will be Saturday, November 11th. Mayor Lansford read the proclamation, which he presented to Mr. Montano.

2. Presentation of Proclamation Proclaiming December 16, 2017 as "Wreaths Across America Day", Raymond Mondragon

Mr. Mondragon introduced Karen Alexander who is a Gold Star Mother. Ms. Alexander stated Wreaths Across America was founded in 1992 with a ceremony at Arlington Cemetery. This is the first year that Clovis' cemeteries will participate. They will place a live wreath at the headstone of every veteran buried at the two cemeteries in Clovis. From now until November 20th they will be accepting sponsorship's for approximately 3,500 wreaths. She listed the four different sponsorships. Mayor Lansford read the proclamation, which he presented to Ms. Alexander.

VIII – RECEIPTS OF PETITIONS AND COMMUNICATIONS

1. Communication Regarding CATS Study Session, Bonnie Duke, Danny Webb

Mr. Danny Webb and Ms. Bonnie Duke thanked the commission for working with them on the CATS fixed routes. She also thanked Ms. Kemp for presenting their proposal to the commission.

Senior Services Director

Mr. Howalt introduced Barbara Riggan who is the new Senior Services Director. She had been the Admin Assistant for Older Adults since 2010. Ms. Riggan thanked Ms. Burroughes and Mr. Howalt for giving her the opportunity to try and enrich the lives of Clovis' seniors. Mayor Lansford congratulated Ms. Riggan.

Ms. Riggan invited the commission to the Veteran's Breakfast at Baxter-Curren Senior Center at 8:00 a.m., Thursday, November 9th. This is free for veterans and \$4 for guests.

New Camera system

Commissioner Martin asked if IT could explain the new camera system. Mr. Eugene Kelly explained the new system.

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 Elliott 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 Ordinance Number 2096-2017 Establishing the Compensation of the Municipal Judge and Amending Existing Code Sections, David F. Richards

This item was introduced at the October 5th commission meeting, has been in the Eastern New Mexico News and is before the commission for final approval. This item was approved under the consent agenda.

3. Request for Approval of Addendum to Party Wall Agreement

Houston Lumber Company, James F. Burns and Thomas E. Burns, entered into a Party Wall Agreement on August 27, 1959, regarding the party wall between lots two (2) and three (3) in Block Thirty-Seven (37) of the Original Townsite of the City of Clovis. The Party Wall Agreement was recorded in the Real Estate Records of Curry County on September 4, 1959. The City of Clovis is the current owner of lot three (3) and successor in interest to Houston Lumber Company. Cherney Microbiological Services, LTD. is the current owner of lot two (2) and successor in interest to James F. Burns and Thomas E. Burns. The City has previously demolished all structures on lot three (3). The party wall now exists as the exterior wall of the Cherney Microbiological Services, LTD. structure on lot two (2). It is

proposed that the Party Wall Agreement be amended to reflect the current status of structures on the two lots and provide that Cherney Microbiological Services, LTD. will maintain the party wall in the future. The City will allow Cherney Microbiological Services, LTD. access to lot three (3) to make any repairs or maintenance of the party wall. If the City in the future intends to construct or build improvements on lot three (3), the parties agree to meet and resolve those issues at that time. Cherney Microbiological Services LTD. has agreed to the terms and form of the addendum. This item was approved under the consent agenda.

4. Request for Approval of Budget Transfer of \$6,000 from 75-0602-64730 Hand Tools to 67430 Capital Outlay for a ZTR Mower

The ZTR (zero turn radius) mower is in a state of disrepair and is a very important piece of equipment. It will cost around \$2,000 to repair it again. The supplier will give us \$1,800 trade in. This item was approved under the consent agenda.

5. Request for Approval of Budget Transfer of \$10,000.00 from 75-0601-64690 Construction Materials and Supplies to 75-0601-67590-201801 Operating and Construction Equipment for the Purchase of a New Salt Sand Spreader.

After reviewing the Street Departments inventory of Snow and Ice removal equipment it has been determined that a new truck mounted salt/sand spreader is needed for the fleet. This will greatly improve the Departments efficiency during inclement weather. This item was approved under the consent agenda.

6. Request for Approval of Adoption of Resolution Number 2899-2017 Pertaining to the Public Health and Safety, Finding that a Certain Building is a Dangerous Building as Defined by the International Building Code for the Abatement of Unsafe Structures and Authorizing Abatement of Such Building and Related Debris from Within the City of Clovis at 500 Hull, Clovis, NM 88101

Letters were sent to the property owners and have been returned unclaimed. The property has been posted as required by ordinance and time has expired. This item was approved under the consent agenda.

7. Request for Approval of Veterans' Resource Day at Roy Walker Gym from 8:00 A.M. - 12:30 P.M., November 17, 2017, and Waiver of Fees, Erinn Burch

Several area charities and government organizations are teaming up to host a Veteran's Resource Day at Roy Walker Recreation Center. The event will offer services including education on veteran benefits, counseling, employment, housing health care and more. Currently, more than 5,000 veterans reside in both Curry and Roosevelt counties. Despite some living healthy and successful lives, others struggle to maintain their household, are homeless or have other unmet needs. Organizations helping make this event possible include Matt 25 Hope Center, New Mexico Department of Workforce Solutions, United Way of Eastern NM, Habitat for Humanity, Freedom Foundation of NM, and New Mexico Rural Veterans Coordination Program. Many more organizations will be represented at the Veterans Resource Day including Mental Health Resources, ENMU, Veterans Integration Center, and representatives from the offices of Senator Tom Udall and Senator Martin Heinrich. In order to help Veterans attend this event, arrangements are being made to assist with transportation both from within Clovis and from residents of Portales as well. United Way of Eastern New Mexico is asking for a waiver of fees for the event. This item was approved under the consent agenda.

8. Request for Approval for New Mexico Golden Gloves to Hold a Boxing Tournament at Roy Walker on Saturday, December 2, 2017

New Mexico Golden Gloves would like to hold a boxing tournament at Roy Walker on Saturday, December 2nd, 2017 from 6:00 p.m. to 10:00 p.m. They will be utilizing the north gym and also would need the gym for physicals and to weigh the boxers in on Saturday morning from 8:00 a.m. to 11:00 a.m. Their group will set up the ring on Friday afternoon.

They have agreed to pay the daily gym fee (\$250.00) which will cover the cost for a city employee to monitor the gym for their event. They will also provide the city with the required insurance policy and provide security for the tournament. They are planning on obtaining a food permit and will sell food and drinks from a small concession stand. All the proceeds from this event will go towards providing support for the young boxers. This item was approved under the consent agenda.

9. 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; Commissioner Bryant 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

1. Request for Approval of Proposal from HDR to Complete a Sewer Utility Line Study in Association with the US 60/84 Improvements Project

HDR is currently completing final design for the US60/84 Improvements Project through a contract with NMDOT. The project includes the full re-build of US60/84 between Martin Luther King Jr Boulevard and Prince Street. Drainage improvements are also a large portion of the project with a new storm drain system being installed in US60/84. The proposed storm drain system will have conflicts with the existing sewer system and associated sewer lines. The conflicts are mostly associated with the City's existing 1st Street Trunk system. It may be necessary to re-route and relocate a portion of the existing sewer collection system or build new sewer pipes to avoid the conflicts with the proposed storm drain system. The proposed study will evaluate the conflict points and make recommendations on proposed alternatives to address the conflicts. The Public Works Committee has approved the scope of work. The fee has been reduced from the initial proposal and has been revised to a time and materials contract.

Fiscal Impact: \$54,181.15 (excludes NMGRT) from Wastewater Cash Reserve

Mr. Howalt stated HDR is currently in the design of the roadway improvements and storm drain improvements as part of the DOT project for that highway. They will install several large storm sewer lines throughout the project area from MLK to Prince Street. There are several sewer lines that cross from north to south and would be in conflict with the proposed sewer lines. This proposal would review those potential conflicts and come up with several different alternatives. The proposal is for \$54,181.15 which is a reduction in fees from the original proposal. They were able to provide some past work that was done by CDM Smith on the sanitary sewer system.

RESULT: APPROVED [UNANIMOUS]

MOVER: Juan Garza, Mayor Pro Tempore

SECONDER: Sandra Taylor-Sawyer, Commissioner - District 2

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

XIII – REPORTS OF BOARDS, OFFICERS AND COMMITTEES

None.

XIV – FUTURE AGENDA ITEMS

Mayor Lansford stated he had a future agenda item regarding selling cars in Clovis known as curb stoning. It is individuals that buy cars from other individuals, they don't assume titles for that car, then immediately put them up for sale in commercial parking lots. He has had complaints from car dealers regarding this. The accusation is that a few individuals are selling cars in various locations around town. The City of Roswell passed an ordinance limiting the number of cars that can be sold in this fashion. He has a copy of Roswell's ordinance that was passed in 2013.

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

Commissioner Bryant stated the Civil Aviation Board meeting has been cancelled.

A – Civil Aviation Board, 5:30 p.m., Tuesday, November 7, 2017, Airport

B – Water Policy Advisory Committee, 8:30 a.m., Wednesday, November 8, 2017, Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly

C – Planning & Zoning Commission, 3:00 p.m., Wednesday, November 8, 2017, Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly

D – City Hall Closed, Friday, November 10, 2017, Veterans Day

E – City Commission meeting, 5:15 p.m., Thursday, November 16, 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 6:05 p.m.