



Clovis City Commission

Regular Meeting

~ Minutes ~

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

Vicki Reyes

Thursday, July 5, 2018

5:15 PM

North Annex, Clovis-Carver Library

I – There was an Executive Session at 4:45 p.m., Thursday, July 5th, 2018. The only topic of discussion was the acquisition or disposal of real property pursuant to NMSA 10-15-1 H(8).

II – PLEDGE OF ALLEGIANCE

Mayor Lansford called the meeting to order. Commissioner Taylor-Sawyer 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

Attendee Name	Title	Status	Arrived
Chris Bryant	Commissioner - District 4	Present	4:36 PM
Juan Garza	Mayor Pro Tempore	Present	4:39 PM
Fidel Madrid	Commissioner - District 3	Present	4:38 PM
David Lansford	Mayor	Present	4:19 PM
Sandra Taylor-Sawyer	Commissioner - District 2	Present	4:36 PM
Gary Elliott	Commissioner - District 2	Present	4:38 PM
Ladona Clayton	Commissioner - District 1	Present	4:38 PM
Helen Casaus	Commissioner, District 3	Present	4:20 PM
Rube Render	Commissioner - District 4	Present	4:23 PM

V. APPROVAL OF AGENDA

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, June 21, 2018

RESULT: ACCEPTED [7 TO 0]

MOVER: Helen Casaus, Commissioner, District 3

SECONDER: Gary Elliott, Commissioner - District 2

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

ABSTAIN: Rube Render

VII – RECOGNITION OF VISITORS

Mayor Lansford welcomed everyone to the meeting.

VIII – PROCLAMATIONS, AWARDS AND PRESENTATIONS

1. Presentation of June 2018 Yard of the Month, Commissioner Madrid

Commissioner Madrid read the list of winners for commercial and residential yard of the month.

District 1

104 Savannah Ct. - Ruby Hester

Commercial - La Quinta

District 2

1913 Sycamore (Piedmont) - Rusty & Pamela Rucker

1712 Wilshire - Daniel Aguilar

Commercial - Greg Reid Insurance 1112 Pile

District 3

321 Purdue - Ignacia Vanous

1001 Pecos - Amy & Franky Leal

Commercial - Our Lady of Guadalupe Church

District 4

620 John Doe - Terry & Pamela Jo Stovall

1001 Oakhurst - James Pruitt

Commercial - Pen Fed

Commissioner Elliott stated all of these yards look great, but he wanted to mention Greene Acres Park and all the work that the city employees did on that. He thanked the employees for all of their hard work. Mr. Howalt stated for the last two weeks between Draggin Main, the Clovis Music Festival and now the 4th of July city employees have put in a lot of work. He thanked them and wanted to give them the public acknowledgment they deserved.

IX – RECEIPTS OF PETITIONS AND COMMUNICATIONS

EPCOR Update

Mr. Mark Huerta, EPCOR Water, stated they had an average pumping of 7.1 million gallons a day for the month of June which is 63% of the total pumping capacity. The peak day was May 29th which was 9.3 million gallons, representing 81% total pumping capacity. EPCOR currently has a pumping capacity of 11.5 million gallons a day. They have started a radio upgrade which includes new towers for the Thomas and Brady, Norris and Brady pump stations and the main office. This will improve communications with the remote well sites as well as the pump stations coming back. Construction phase for wells 208, 209, 210 and 211 are working on the final stages. They hope to have those in production by the end of July. For the month of June they had 310 hydrants inspected for a total of 476 hydrants for the year.

The conservation rebates are still available and can be found on the website. Commissioner Bryant asked how long the rebates would be available for. Mr. Huerta stated they are first come first serve but they have money available for some time. There will be a move with the high surcharge that funds that rebate. They are going to speak with the NMPRC about bringing that down to zero to level it off.

Commissioner Taylor-Sawyer stated she was filling out the toilet rebate and it says that this program is for non residential Clovis customers. She stated she called the office and they did inform her that there was a mistake on the application. Mr. Huerta stated he would look into it.

Vector Control

Mr. Randy Hudson stated he was a New Mexico nuisance animal, reptile and vector control person. He has received numerous calls on skunks, foxes and feral cats. He stated he wanted to make the commission aware and would be willing to have a contract with the city if they would like to. He knows there is animal control but they cannot do this job from 8-5. Mayor Lansford asked him to leave his number with Administration.

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

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 Ordinance Number 2103-2018 Relating to the Commission on Older Adults, and Amending and Repealing Existing Code Sections

This item was introduced at the June 7th commission meeting. It has been advertised in the Eastern New Mexico News and is before the commission for final action. This item was approved under the consent agenda.

3. Request for Approval of Annual Contract Renewals

This is our annual request to renewal of existing contracts for fiscal year 2018/2019. There are a few rate increase requests.

VENDOR DATE	SERVICE	EXPIRATION
Moe's Plumbing	Plumbing	6/30/2021
Davtek	Job Order Contracting	6/30/2021
High Plains Builders	Job Order Contracting	6/30/2021
Snider Electric 6/30/2021	Job Order Contracting	
Two Horse Construction	Job Order Contracting	6/30/2021
Nick Grirgo & Sons	Job Order Contracting	6/30/2021
Stoven Construction	Job Order Contracting	6/30/2021
WWRC	Job Order Contracting	6/30/2021
Roger Grau	Services for Metro Task Force	6/30/2020
Center Point Energy	Natural Gas Marketer	9/30/2019
Professional Health Services	Medical Exams - Fire	6/30/2019
Farwell Fuels	Bulk Diesel Fuel	6/30/2020

Ted Richardson	Airport Mowing	6/30/2019
Spectra	Civic Center Management	6/30/2021
Real Golf	Golf Course Management	6/30/2019
Modrall Sperling	Bond Counsel Services	6/30/2020
CDM Smith	Engineering Services	6/30/2019
HDR Engineering	Engineering Services	6/30/2019
Molzen Corbin	Engineering Services	6/30/2019
Bohannon Huston	Engineering Services	6/30/2019
Souder Miller	Engineering Services	6/30/2019
CH2M Hill	Engineering Services	6/30/2019
Chamber of Commerce	Business Tourism	6/30/2019
Clovis MainStreet	Main Street Promotion	6/30/2019
CIDC	Economic Development	6/30/2019
AON Risk Services	Liability Ins Broker Services	6/30/2020
RBC Capital	Financial Advising Services	6/30/2020
KSA Engineering	Airport Engineering & Planning	6/30/2020

This item was approved under the consent agenda.

4. Request for Approval of Agreement Amendment for High Plains Motor Speedway for Additional Lighting

High Plains Motor Speedway (HPMS) and the City of Clovis have agreed to a second amendment that would add additional lighting to the speedway. The \$4,550.84 in additional lighting will be added to the amount that HPMS pays back to the City, as outlined in the amendment. This item was approved under the consent agenda.

5. Request for Approval of National Night Out for 2018 at Greene Acres Park

The Clovis Police Department will be hosting their National Night Out event on August 7, 2018. This is an annual event to bring our citizens together to meet each other and spend time with public safety, other departments and agency organizations throughout the state and community. We want the community to come and enjoy different events and be able to see what their public safety departments can do for them. We need to close 21 St. Street, between Main and Mitchell from 4:00 p.m. - 9:00 p.m., so we can place all the vehicles, equipment and some of the displays for people to walk thru. The department will also be utilizing the north end of Greene Acres Park for the event and requests the use of the portable stage during the event.

Limited closing of the 21st street roadway so the event can take place. Other roadways, which allow the community to still get thru this portion of the city will not be affected. This item was approved under the consent agenda.

6. Request for Approval of Litter Control & Beautification Grant Agreement

The City of Clovis has been awarded \$8,085.00 by the Department of Tourism this year for its two beautification programs (the spring and fall cleanups), and the Yard of the Month program. Last year the City received \$8,400. This item was approved under the consent agenda.

7. Request for Approval of Change Order to RingCentral to Cover Changes in Fee's Charged for Phone Service

On December 21, 2017, the Commission approved the selection of RingCentral as the City's telephone service provider. The estimated total on the quote was for \$45,187.74 plus tax. The fees mentioned are the Compliance and Administrative Cost Recovery Fee and the E911 Fee. After negotiating on the contract, RingCentral notified the City that those two fees had increased. RingCentral lowered their Phone Service fees to help off set this cost but they could not offset it completely. The new total is \$48,466.08. The closest competitor's total, including all fees, was \$59,301.72. This item was approved under the consent agenda.

8. Request for Approval to Award ITB-18-0606-06 Hillcrest Park Tree Trimming to Cut it Right

On June 28, 2018, the Purchasing Department received three (3) bids in response to ITB-18-0606-06 for Hillcrest Park Tree Trimming. The results are listed below:

Cut It Right ----- \$119,877.00
Desert Gardens --- \$248,000.00
Tree Loving Care -- \$147,290.00

This item was approved under the consent agenda.

9. Request for Approval of Street Closure and Noise Variance Between 1300 - 1301 Broadway from 2:00 P.M.. - 10:00 P.M., Saturday, July 7, 2018 for a July 4 Block Party, Lisa

Lisa Myers approached the city regarding a street closure on July 7th, 2018 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.

10. 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 Casaus seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

XI – INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES

XII – UNFINISHED BUSINESS

XIII – NEW BUSINESS

1. Request for Approval of Appointment of Members to Serve on the 2018 Revenue Review Committee

At the June 7th commission meeting the Clovis City Commission approved the beginning of the Revenue Review process. Staff are seeking four commissioners and four members of the public, one from each district, to serve on this committee. Vincent Gallegos has applied for district 3 and Justin Hummer and Mike McDaniel have applied for district 4. There are no applicants for districts 1 and 2.

Mr. Howalt stated every even numbered year the City of Clovis convenes the Revenue Review Committee to look at various fees the city has. As part of that committee they need one commissioner from each district and one resident from each district. They have received applications for districts 2, 3 and 4. They are still working on applications for district 1 so he recommended tabling district one and selecting the individuals from the other districts. They will also need one commissioner from each district.

Mayor Pro Tem Garza will serve for district 1, Commissioner Elliott will serve for district 2, Commissioner Casaus will serve for district 3 and Commissioner Bryant will serve for district 4. Commissioner Taylor-Sawyer moved for approval; Commissioner Madrid seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

RESULT: APPROVED [UNANIMOUS]

MOVER: Sandra Taylor-Sawyer, Commissioner - District 2

SECONDER: Fidel Madrid, Commissioner - District 3

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

Request for Approval of Appointment of Members to Serve on the 2018 Revenue Review Committee

Mr. Howalt stated Kevin Spears was the only applicant for district 2. Commissioner Madrid stated they did not have an applicant for district 1, had one applicant for district 2, two for district 3 and two for district 4. He felt they should leave this until the next meeting. Mayor Lansford stated he would need to make a motion to table if he wished to do so. Commissioner Madrid made a motion to table the item until the next meeting. The motion died due to lack of a second.

Mayor Lansford stated the only applicant for district 2 was Kevin Spears. Mayor Pro Tem Garza made a motion to accept Mr. Spears application; Commissioner Clayton seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

RESULT: APPROVED [UNANIMOUS]

MOVER: Juan Garza, Mayor Pro Tempore

SECONDER: Ladona Clayton, Commissioner - District 1

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

Request for Approval of Appointment of Members to Serve on the 2018 Revenue Review Committee

Mr. Howalt stated Mr. Vincent Gallegos is out of town. Mr. Nick Mondragon stated he wanted to better serve the community he grew up in.

Commissioner Madrid	Nicholas Mondragon
Commissioner Bryant	Nicholas Mondragon
Commissioner Casaus	Nicholas Mondragon
Commissioner Render	Nicholas Mondragon
Mayor Pro Tem Garza	Nicholas Mondragon
Commissioner Elliott	Nicholas Mondragon
Commissioner Clayton	Nicholas Mondragon
Commissioner Taylor-Sawyer	Nicholas Mondragon

Ms. Reyes advised Mr. Mondragon was selected to serve.

Request for Approval of Appointment of Members to Serve on the 2018 Revenue Review Committee

Mr. Howalt stated Mr. McDaniel was unable to attend, but the commission should have received an email from him earlier stating his interest in the committee. Mr. Justin Hummer stated he would like to apply his past knowledge, training and analytical views to the committee.

Commissioner Bryant	Mike McDaniel
Commissioner Render	Mike McDaniel
Commissioner Elliott	Mike McDaniel
Commissioner Clayton	Mike McDaniel
Mayor Pro Tem Garza	Mike McDaniel
Commissioner Taylor-Sawyer	Justin Hummer
Commissioner Casaus	Justin Hummer
Commissioner Madrid	Justin Hummer

Ms. Reyes advised Mr. McDaniel was selected to serve.

2. Request for Approval of a Real Estate Option Agreement

The option agreement would grant the City an option to purchase a tract of land for a potential future economic development project.

Mr. Howalt stated the City of Clovis is looking at the potential purchase of a piece of property located west of Cannon Air Force Base, approximately 645 acres. The city has put together an option agreement, which will allow them to evaluate the piece of property. Mr. Richards has relayed those option agreements to the seller's attorney. The seller has agreed to the terms and conditions of the option agreement.

Mayor Lansford stated the 640 acres is immediately west of Cannon Air Force Base, south of the railroad tracks. There is no cost for the city to acquire a 6 month option and to collaborate with Cannon Air Force Base officials for its future use. This is an interesting project for the city and Cannon. There were attempts made by the Military Base Planning Commission to purchase this property and it was never accomplished.

RESULT: APPROVED [UNANIMOUS]

MOVER: Juan Garza, Mayor Pro Tempore

SECONDER: Sandra Taylor-Sawyer, Commissioner - District 2

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

XIV – REPORTS OF BOARDS, OFFICERS AND COMMITTEES

None.

XV – FUTURE AGENDA ITEMS

Mr. Howalt stated the lodger's tax allocations, waiver for Allsup's liquor license and the Master Drainage Plan will be on the next agenda. They are also still looking for one citizen member and one student member for the Library Board.

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

Mr. Howalt stated the Water Policy Advisory Committee meeting has been rescheduled for July 24th at 9:30 a.m. at City Hall. He stated the dedication for the Bishop and Ange Green Memorial would be held Saturday, July 7th at 2:00 p.m. in the Ingram Room. Mayor Lansford stated there had been a lot of work put into bringing this to fruition. The bust of Bishop and Mother Green is a very nice one and will be a nice piece of history for the community.

A – Water Policy Advisory Committee, 8:30 a.m., Tuesday, July 10, 2018, Assembly Room, Bert Cabiness Government Center, 321 N. Connelly

B – Lodger's Tax Advisory Board, 5:30 p.m., Tuesday, July 10, 2018, Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly

C – Planning & Zoning Commission, 3:00 p.m., Wednesday, July 11, 2018, Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly

D – LEPC, 1:00 p.m., Wednesday, July 18, 2018, Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly

E – Finance Committee, 2:00 p.m., Wednesday, July 18, 2018, Small Conference Room, Bert Cabiness City Government Center, 321 N. Connelly

F – City Commission meeting, 5:15 p.m., Thursday, July 19, 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.