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 - 2. Action to Convene in Open Session.
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THE CITY COUNCIL OF THE CITY OF PORTALES met in regular session Tuesday, July 15, 2014, at 6:30 p.m., in the Council Chambers at the Memorial Building in full conformity with the rules and regulations. Mayor King called the meeting to order and asked City Clerk Martinez-Terry to call roll. Those present and constituting a quorum were:

MAYOR: Sharon L. King

MAYOR PRO-TEM: Michael G. Miller

COUNCIL MEMBERS: Matthew Tod Hunton Oscar H. Robinson
Leo Lovett Antonio O. Salguero (absent)
Lenard Michael Lucero Keith A. Thomas
Dianne Y. Parker

STAFF PRESENT: Doug Redmond, City Manager John DeSha, Public Works Director
Joan Martinez-Terry, City Clerk Pat Gallegos, Police Chief
Randy Knudson, City Attorney Jamie Rose, Assistant to City Manager
Christine Mitchell, I.T. Tech Carla Weems, Administrative Assistant
Matthew Wilson, Water Supt. Paul Johnson, Parks/Cem. Supt.
Jodi Kibbe, Recreation Director Alfonso Villanueva, Police Officer
Jacob Montgomery, Police Officer Susan Baysinger, Public Wks. Proj. Adm.

OTHERS PRESENT: Lillian Bowe, Press Amelia Christensen, Homespot/MainStreet
LeAnn King Jerry DeSha

Riki Seat, DWI Program Coord.
Chris Seat, DWI Case Manager

Mary Poynor, DWI Teen Court Coord.

Mayor King asked Councilor Lovett to give the invocation, and Jodi Kibbe to lead the Pledge of Allegiance and the Salute to the New Mexico flag.

(A) MINUTES OF PREVIOUS MEETING(S):

1. Regular Meeting of July 1, 2014.

Mayor King asked the Council to consider the minutes of the Regular Meeting of July 1, 2014. She asked the pleasure of the Council. *Councilor Lovett made the motion to approve the minutes of the regular meeting of July 1, 2014 as presented. Councilor Hunton seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.*

(B) INTRODUCTION/PRESENTATION OF NEW POLICE ACADEMY GRADUATES—POLICE OFFICER JACOB MONTGOMERY AND POLICE OFFICER ALFONSO VILLANUEVA

Mayor King asked Police Chief Gallegos to introduce the new Police Academy graduates to the Council and audience. Chief Gallegos introduced newly graduated Police Officers Jacob Montgomery and Alfonso Villanueva to the Council and audience. He commented that they had graduated from the Police Academy on May 27th in Santa Fe, New Mexico. He told the Council that Officer Villanueva had received the Top Physical Fitness award. He reported that the two new officers are in the FTO (Field Training Officer) program and that they would need to complete the 10 to 11 week program to be independent. They each work with an experienced officer in the FTO program. Mayor King welcomed the officers and congratulated them for their accomplishments.

(C) APPROVAL REQUEST FOR CONSOLIDATED JOINT USE AGREEMENT BETWEEN THE CITY OF PORTALES AND THE PORTALES MUNICIPAL SCHOOL DISTRICT FOR SHARED USE OF THE SCHOOL'S FACILITIES AND ESTABLISHING RESPONSIBILITIES FOR MAINTENANCE AND UTILITIES OF EACH FACILITY

Mayor King asked Jodi Kibbe, Recreation Director, to introduce the request to approve a consolidated joint use agreement between the City and the Portales Municipal School District. Ms. Kibbe told the Council that this is a new agreement to combine and consolidate prior agreements for shared use of the school's facilities into a single document. She reported that the agreement sets forth the responsibilities for maintenance and payment of the utilities at the school's facilities being used jointly. She stated that there is no difference in the agreement from that of previous agreements except that there won't be multiple contracts for facilities use and there will be standardized rules for all buildings. She told the Council that the City Attorneys had drawn up the agreement. She asked for their approval. Mayor King asked the pleasure of the Council. *Councilor Parker made the motion to approve the consolidated Joint Use Agreement with the Portales Municipal School District for shared use and responsibilities for maintenance and utilities for each facility. Councilor Thomas seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.*

(D) RESOLUTION #14-15-02, AUTHORIZING THE MAYOR TO SIGN COOPERATIVE AGREEMENT SP-2-15(968) WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR FY 2014/2015 LOCAL GOVERNMENT ROAD FUNDS

Mayor King asked John DeSha, Public Works Director, to present the resolution authorizing the cooperative agreement with the NMDOT for Local Government Road funds for the new fiscal year. Mr. DeSha told the Council that this is the yearly state cooperative agreement for road improvements. He told the Council that this year's project is for double chip and seal on 18th Street from U.S. 70 to Avenue O. He told the Council that the total cost of the project is \$74,929.00 with the state paying 75% of the project (\$56,197.00) and the City's in-kind match of 25% (\$18,732.00). DeSha commented that the city's in-kind match is to be made with in-house contributions of personnel, equipment and materials. Councilor Lovett asked what the residents would do about going down 18th Street while the project was in progress. Mr. DeSha responded that the project won't stop the residents from crossing the road. He added that residents will be notified ahead of the start of the project. Councilor Robinson asked if the co-op project will correct the drainage problem. Mr. DeSha responded that there will be no curb and gutter in this project, but that the Street Department will attempt to fill in the low spots to improve drainage. He commented that the state required that the Council adopt a resolution authorizing the Mayor to sign the agreement. He asked for adoption of Resolution #14-15-02. Mayor King asked the pleasure of the Council. ***Councilor Robinson made the motion to adopt Resolution #14-15-02, authorizing the Mayor to sign the cooperative agreement presented for their approval. Councilor Parker seconded the motion. Roll call vote by all Council members present resulted in unanimous support of the motion. No abstentions. Motion carried.***

(E) REQUESTING AWARD OF CONTRACT FOR DWI PREVENTION SPECIALIST – RFP FOR DWI PREVENTION SPECIALIST POSITION FUNDED BY GRANT #14-DPE-10-119/RFP FOR DWI PREVENTION SPECIALIST

Mayor King asked DWI Program Coordinator Riki Seat to present the request to award the contract for the DWI Prevention Specialist—the purpose of the contractor is to implement underage drinking prevention classes for youth 1st through 12th grades in Portales, Elida, Dora & Floyd Schools. Riki Seat told the Council that the Request for Proposals for a DWI Prevention Specialist had been duly advertised and that only one proposal was received from LeAnn King. She reported that the evaluation committee was made up of the following persons: Dennis Hales, Mary Poynor, Riki Seat, David Van Wattering and Debbie Gentry. She stated that the evaluation committee had reviewed the proposal and had called Ms. King in to interview. She reported that the committee had unanimously approved recommending the award of the contract with Ms. King. Ms. Seat told the Council that this is a 12-month contract with potential for renewal for a second year contingent upon funding. She asked that the Council award the contract to Ms. LeAnn King for the position of DWI Prevention Specialist. Mayor King asked the pleasure of the Council. ***Mayor Pro-Tem Miller made the motion to award the contract to LeAnn King to serve as DWI Prevention Specialist contingent upon funding. Councilor Lovett seconded the motion. All Council members present voted in unanimous support of the motion. No abstentions. Motion carried.***

(F) PUBLIC MEETING FOR 2016-2020 ICIP (INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN) CITIZEN PARTICIPATION & DISCUSSION

1. Action to enter into public meeting to receive comments on the Draft 2016-2020 ICIP 5-Year Plan.

Mayor King asked for action to enter into public meeting to receive comments on the draft ICIP 2016-2020 5-year plan. She asked the pleasure of the Council. ***Mayor Pro-Tem Miller made the motion to enter into public meeting to receive comments on the ICIP 2016-2020 5-year plan. Councilor Parker seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.***

2. PowerPoint Presentation of Draft 2016-2020 ICIP 5-Year Plan by Jamie Rose, Assistant to City Manager.

Mayor King asked Jamie L. Rose, Assistant to City Manager, to present the 2016-2020 ICIP 5-year plan. Ms. Rose reviewed the brief PowerPoint on the ICIP plan with the Council. She talked about the purpose of the ICIP process, which is to plan for the growth of the community. She stated that the ICIP committee, made up of 4 Councilors and department heads, had met the previous week to select the top 6 projects and ranked the remaining projects for the subsequent years.

Ms. Rose listed the top 6 ICIP project recommendations for 2016, which were ranked as follows:

- Fire Protection/Water Circulation upgrade
- New Fire Department substation
- Senior Center improvements (roof)
- New loader for Street department
- Rotary Park ball field improvements
- Water System improvements for Ute Water Project

She listed the top 6 project recommendations for 2017 as follows:

- New gate house for the Convenience Center;
- Morrison Park improvements;
- La Buena Vida Park improvements;
- Purchase of a new Class A Pumper Fire Truck apparatus;
- Parks vehicle replacements;
- Purchase of a new garbage truck.

Ms. Rose reported that for 2018, the top project recommendations reviewed were as follows:

- Purchase of new road grader
- Extend/widen runway 1-19/taxiway phase III
- Planning, design and construction of an airport maintenance facility
- New Police headquarters

Ms. Rose reported that for 2019, the top project recommendations reviewed were as follows:

- To extend/widen Runway 1-19/Taxiway Phase IV
- Purchase of new emulsion tanks and design
- Construction of Depot Focus Area

Ms. Rose ended the presentation by stating that there were no projects for the year 2020.

3. Action to open floor to Public Comment and Discussion.

Mayor King asked for public comment. There was no public comment received.

4. Action to Close Public Hearing.

Mayor King asked for action to close the public hearing. *Mayor Pro-Tem Miller made the motion to close the public meeting. Councilor Hunton seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.*

5. Action regarding any needed revisions to the Draft 2016-2020 ICIP 5-Year Plan for final presentation for adoption by resolution at Council Meeting of August 6, 2014.

Mayor King asked for final revisions to the 5-Year ICIP plan before final presentation and adoption by resolution at the next regular meeting of the Council. There were no revisions suggested.

(G) OTHER BUSINESS/CITIZENS TO BE HEARD

Mayor King asked for Other Business.

Report on WWTP Groundbreaking: Mayor King reported on the groundbreaking at the Waste Water Treatment Plant held earlier in the afternoon with a small reception attended by NMED Secretary Ryan Flynn.

Questions Regarding State Highway Project—Landscaping: Councilor Parker asked about weeds on the medians along the Highway 70 project. Public Works Director DeSha responded that he would talk to the NMDOT again. He commented that the City did clean up the medians previously, but will start the discussion with Constructors, Inc. again. Parks/Cemetery Superintendent Paul Johnson commented that the contractor or NMDOT had been out cleaning up the medians this afternoon.

Complaint Regarding Cemetery Trees: Councilor Lucero reported that he had received complaints from concerned citizens about the condition of the trees in the Cemetery. He stated that the complaint is that the City stopped cutting the dead trees down. Mayor King responded that the Cemetery Committee would be meeting on Thursday, July 17, 2014.

Report on New Solid Waste Superintendent: Public Works Director DeSha reported that Ben Rodriguez is the new Solid Waste Superintendent, and that he was doing an excellent job.

Questions on Taco Bell Restaurant: Councilor Parker asked about the progress of the Taco Bell restaurant. Public Works Director DeSha reported that the walls are going up.

Questions on Status of the Highway 70 Improvement Project: Councilor Parker asked about the delay in completion of the highway project. Public Works Director DeSha responded that the project is within 3 (concrete) pours to be finished. He commented that the arguments now are about several things up in the air including who is ultimately responsible for lights along the length of the project. DeSha commented that there is a new state engineer in charge of the project.

(H) EXECUTIVE SESSION/CLOSED EXECUTIVE MEETING:

1. Action to Convene in a Closed Session/Meeting to Discuss Matters as Provided for under New Mexico Statutes Pertaining to Open Meetings Referencing §10-15-1 H.(2), for Limited Personnel Matters.

Mayor King asked for a motion to convene in a closed executive session to discuss matters as provided under the New Mexico statutes pertaining to Open Meetings referencing §10-15-1 H.(2), for limited personnel matters. Mayor King asked the pleasure of the Council. *Councilor Thomas made the motion to convene the closed executive session to discuss matters as provided under state statutes pertaining to Open Meetings referencing limited personnel matters. Councilor Parker seconded the motion. Roll call vote by all Council members present resulted in unanimous support of the motion. No abstentions. Motion carried.*

2. Action to Convene in Open Session.

Mayor King asked for a motion to convene in open session. *Councilor Hunton made the motion to convene in open session. Councilor Robinson seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.*

3. Action Required as a Result of the Closed Session.

Mayor King stated that only those items mentioned in the motion to close the session were discussed by the Council and that no action was required as a result of the closed session.

ADJOURNMENT:

There being no further business or comments, Mayor King adjourned the meeting at 7:40 p.m.

Joan Martinez-Terry, City Clerk