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  - D. Introduction/Presentation of New Law Enforcement Communications Academy Graduates—Communications Officers Alicia Anderson, Shaun Banther and Alexa Creed.
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  - I. Appointment of Voting Delegate to the 2014 Annual New Mexico Municipal League Conference.
  - J. Discussion/Approval of Goals for 2014-2015:
    - 1. City of Portales.
    - 2. City Manager Doug Redmond.
  - K. Other Business/Citizens to be Heard.
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**THE CITY COUNCIL OF THE CITY OF PORTALES** met in regular session Tuesday, August 5, 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 (absent)

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

STAFF PRESENT: Steve Doerr, City Attorney John DeSha, Public Works Director  
Joan Martinez-Terry, City Clerk Pat Gallegos, Police Chief  
Jamie Rose, Assistant to City Manager Dennis Hales, I. T. Director  
Michael Parkey, General Svcs. Director Antonio Salaz, Mechanic II  
Ben Rodriguez, Sanitation Supt. Veda Urioste, Deputy City Clerk  
Keith Wattenbarger, Emg. Mgmt. Dir Gary Nuckols, Fire Chief  
Sammy Standefer, Planning Director Vernon Collins, Mechanic I  
Bea Valdez, Custodian Susan Baysinger, Public Wks. Proj. Adm.  
Kathy Kennedy, Payroll Specialist Alicia Anderson, Communications Ofcr.  
Shaun Banther, Communications Ofcr. Alexa Creed, Communications Ofcr.

OTHERS PRESENT: Christina Calloway, Press Kady Collins  
LeAnn King Jerry DeSha  
Troy Banther

Mayor King asked Keith Wattenbarger, Emergency Management Director, to give the invocation, and Kadyn Collins, son of Vernon Collins, Mechanic I, 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 15, 2014.**

Mayor King asked the Council to consider the minutes of the Regular Meeting of July 15, 2014. She asked the pleasure of the Council. *Councilor Lovett made the motion to approve the minutes of the regular meeting of July 15, 2014 as presented. Councilor Hunton seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.*

**2. Special Meeting of July 22, 2014.**

Mayor King asked the Council to consider the minutes of the Special Meeting of July 22, 2014. She asked the pleasure of the Council. *Councilor Parker made the motion to approve the minutes of the special meeting of July 22, 2014 as presented. Councilor Thomas seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.*

**(B) RECOGNITION/PRESENTATION OF RETIREMENT PLAQUE AND CERTIFICATE OF APPRECIATION TO ANTONIO SALAZ, MECHANIC II, GENERAL SERVICES DEPARTMENT**

Mayor King invited Antonio Salaz to come forward receive the retirement plaque/clock and a certificate of appreciation for his service to the City in his capacity as Mechanic II. She read the certificate aloud to Mr. Salaz. General Services Director Mike Parkey thanked Mr. Salaz and praised him as a truly good man. Salaz thanked everyone. (A brief reception with cake and punch was held prior to the Council meeting.)

**(C) PRESENTATION OF "EMPLOYEE OF THE QUARTER AWARD" FOR THE JANUARY THROUGH MARCH 2014 (1<sup>ST</sup> QUARTER) TO KATHY KENNEDY, PAYROLL SPECIALIST, CITY CLERK/HR DEPARTMENT**

Mayor King invited Kathy Kennedy, Payroll Specialist, to come forward to receive a certificate for being selected as the Employee of the First Quarter of 2014. She commented that Mrs. Kennedy had been selected by her peers for this award. Kathy Kennedy thanked the employees for the honor, stating that she joined a great group of honorees. Mayor King asked Veda Urioste, Deputy City Clerk to present Mrs. Kennedy with a gift card from the Employee Association and staff took pictures for the newsletter and website.

**(D) INTRODUCTION/PRESENTATION OF NEW LAW ENFORCEMENT COMMUNICATIONS ACADEMY GRADUATES—COMMUNICATIONS OFFICERS ALICIA ANDERSON, SHAUN BANTHER, AND ALEXA CREED**

Mayor King asked Keith Wattenbarger, Emergency Management/Communications Supervisor, to introduce the new communications graduates. Wattenbarger introduced Alicia Anderson, Shaun Banther and Alexa Creed as the newest graduates from the Law Enforcement Communications Academy. He told the Council that the Communications Department had been under a great deal of stress when Shaun Banther and Alexa Creed were first hired. He commented that Banther is a full time student and full time employee. He stated

that they are very bright young people all under the age of 23, and wise beyond their years. Wattenbarger commented that Alexa Creed is usually the smartest person in the room. The Council and staff applauded them for their accomplishments.

**(E) RESOLUTION #14-15-06, ADOPTION OF 2016-2020 INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)**

Mayor King asked Jamie Rose to present the resolution to adopt the Infrastructure Capital Improvements Plan (ICIP). Ms. Rose reminded the Council that the process included a review of proposed projects by a committee made up of department heads, staff members, Council members and the Mayor. She told the Council that a public meeting was held as part of the process. She told the Council that the ICIP process has been completed and that the Council must adopt a resolution to present to the state legislature to have the City's ICIP considered for capital outlay appropriations. She asked for adoption of Resolution #14-15-06. Mayor King asked the pleasure of the Council. ***Councilor Thomas made the motion to adopt Resolution #14-15-06, adopting the 2016-2020 ICIP. Councilor Hunton seconded the motion. Roll call vote by all Council members present resulted in unanimous support of the motion. No abstentions. Motion carried.***

**(F) DISCUSSION/ACTION REGARDING CHANGES TO OPERATIONS OF CITY'S CONVENIENCE CENTER**

Mayor King asked John DeSha to talk about proposed changes to operations at the Convenience Center. Mr. DeSha told the Council that the Roosevelt County Commissioners had decided that they would stop paying for county residents to dispose of their trash at the City's Convenience Center as of September 1<sup>st</sup>. He reported that staff estimates a loss in revenues to the City of \$60,000 to \$80,000 a year plus increased cost of operations. He told the Council that the reason for this is that the County has incurred significant debt in cleaning mold from the courthouse and replacing the air condition units. He reported that currently local utility customers do not have to pay, but commercial accounts pay and the county pays for county residents who dispose of their trash at the center. He told the Council that the recommendation from staff is to close the Center 4 (four) days a week and have it open for 3 (three) days and to charge non-residents at a new rate. Councilor Parker asked about previous actions by the City of placing dumpsters in the County. Mr. DeSha responded that this was before his time with the City, but that he understood that this did not turned out well. He commented that he was told that it took too much manpower to clean up around the dumpsters while they were placed in the county. Mayor King asked about what would happen to the employees at the Convenience Center. DeSha responded that the department would step up the work they do in the alleys with the brush trucks. Councilor Lovett stated that he was not in favor of closing the Convenience Center and that county residents will increase their dumping of trash in town. He suggested that payment for dumping trash should be made by using debit or credit cards. And, he stated that those who want to pay with cash should be turned away. Councilor Salguero asked where the County would put their trash. Mayor King commented that the county's trash is not the City's responsibility, but that the City will have to deal with it. Councilor Parker expressed support for taking care of the trash and for setting up a simple way to collect for disposal. Councilor Lovett expressed concern that even though the City generates bills to county residents for disposal of trash, the City may have issues in collection due to lack of internal systems to facilitate collections. Mr. DeSha commented that the City will need to recoup the cost somehow, but that the potential is for the billing register to increase by 2,000 accounts. He added that there will be growing pains with anything the City does regarding this issue. Mayor commented that perhaps reduced hours such as opening 1 to 5 pm at the center could be incorporated into the changes. The Mayor recommended that Councilor Hunton take this issue to the Public Works Committee and bring it back to the Council for the next meeting.

**(G) REQUEST FOR APPROVAL OF MAYOR'S SIGNATURE ON THE APPLICATION FOR FAA GRANT FUNDING FOR AIRPORT IMPROVEMENTS—INSTALLATION OF ELECTRICAL CONDUIT ON AIRPORT RUNWAYS 1-19 AND 8-26**

Mayor King asked General Services Director Mike Parkey to present the request regarding the application for Federal Aviation Administration (FAA) grant. Mr. Parkey asked the Council to remember that the state portion of the grant was brought to them at a previous meeting. He stated that this project is to try to get the wiring replaced on the runways and that he is asking for approval from the Council for the Mayor to sign the application. He told the Council that the FAA requires that the City go out for bids for the project first before they will start the process for the grant. Mayor King asked the pleasure of the Council. *Councilor Lucero made the motion to approve the Mayor's signature on the FAA grant application. Councilor Parker seconded the motion. All Council members present voted in favor of the motion. No abstentions. Motion carried.*

**(H) AWARD OF BID: PORTALES MUNICIPAL AIRPORT IMPROVEMENTS 2014—INSTALLATION OF APPROVED ELECTRICAL CONDUIT FOR RUNWAYS 1-19 AND 8-26**

Mayor King asked Mr. Parkey to introduce the bid for the conduit for the airport. Mr. Parkey told the Council that the low bid was Bixby Electric for their bid of \$143,121.09, which includes the gross receipts tax. He commented that the bid was a little below the engineer's estimate and that this was discussed with the owner of Bixby Electric. Councilor Lovett asked if Mr. Parkey was comfortable with the contractor. Parkey responded that he was comfortable with the contractor. He commented that the previous experience with the contractor was over change orders, which was resolved with Construction Industries Division. He stated that the contractor knows they have to do the job the way we want. Parkey added that they do decent work. Mayor King asked the pleasure of the Council. *Councilor Lovett made the motion to award the bid to Bixby Electric, Inc. for their bid of \$143,121.09. Councilor Thomas seconded the motion. All Council members present voted in unanimous support of the motion. No abstentions. Motion carried.*

**(I) APPOINTMENT OF VOTING DELEGATE TO THE 2014 ANNUAL NEW MEXICO MUNICIPAL LEAGUE CONFERENCE**

Mayor King commented that she did not know who was going to attend the upcoming 2014 Annual NMML Conference, but asked that the Council appoint her as the voting delegate and Mayor Pro-Tem Miller as the alternate. Mayor King asked the pleasure of the Council. *Councilor Hunton made the motion to appoint Mayor King as the voting delegate and Mayor Pro-Tem Miller as the alternate to the annual NMML conference. Councilor Lovett seconded the motion. All Council members present voted in unanimous support of the motion. No abstentions. Motion carried.*

**(J) DISCUSSION/APPROVAL OF GOALS FOR 2014-2015:**

**1. City of Portales**

Mayor King stated that the City Manager's parents are leaving in the morning, so he had asked to be excused from this meeting. She asked the Council to review the items on the list of goals for the City for 2014-2015. She told the Council that the items were put together by her and the City Manager. Councilor Hunton commented that the list matches the job description and that he thought they were appropriate. Councilor Thomas stated that he wanted Phase II of the Industrial Park Master plan added if the funding is available for it. Mayor King asked the Council if they wanted to add it. Councilor Lucero stated that it should be as money allows. Mayor King suggested that it be added as item 9 with wording "Continue work

on the Industrial Park Master Plan as funds allow.” Councilor Lovett commented that he would prefer quantitative goals, but that that this is good for this year. Mayor King asked the pleasure of the Council. ***Councilor Parker made the motion to approve the goals as presented with the added wording “Continue work on the Industrial Park Master plan as funds allow.” Councilor Hunton seconded the motion. All Council members present voted in unanimous support of the motion. No abstentions. Motion carried.***

## **2. City Manager Doug Redmond**

Mayor King asked the Council to approve the City Manager’s goals. She commented that four (4) of the Councilors had suggested goals and that their goals were considered in preparing the list. The Councilors were in agreement that the motion for the goals of the City included the City Manager’s goals as well. Councilor Lovett asked who was responsible for keeping track of the City Manager’s time. Mayor King stated that the City Manager advises her when he will be away on personal issues. Councilor Lovett commented that he believes that the whole Council should be made aware. Mayor King stated that the City Manager has done a good job of appointing an Acting City Manager from the Department Heads when he is away for any extended time. She added that she would discuss the issue with City Manager Redmond.

## **(K) OTHER BUSINESS/CITIZENS TO BE HEARD**

Mayor King asked for Other Business.

**KFDA Summer Celebration at ENMU:** Mayor King reported that the summer celebration held by KFDA at ENMU was well attended. She stated that it was a nice evening and that the Police and Fire Departments had attended. She commented that the ENMU and Portales High School cheerleaders were present at the event and that everyone had birthday cake and a great celebration.

**Comment about Ute Water Meeting:** Councilor Lovett reported that the Ute Water meeting was informative and that the Board is moving forward on the hiring of the executive director.

**Question Regarding Road Work on 3<sup>rd</sup> Street:** Councilor Parker asked if the road work on 3<sup>rd</sup> Street would be finished by the time school starts. Public Works Director John Desha responded that he had spoken to Pat Garcia of the NMDOT who assured him that the contractor would finish by the time school starts. Councilor Parker asked about the Highway 70 project. Mr. DeSha said that the contractor does not communicate with the City.

**Thanks to Communications Officers:** Mayor King thanked the Communications Officers present for their hard work and accomplishments.

## **ADJOURNMENT:**

There being no further business or comments, Mayor King adjourned the meeting at 7:35 p.m.

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Joan Martinez-Terry, City Clerk