

CITY COMMISSION WORKSHOP MINUTES  
CITY COMMISSION CHAMBERS  
DECEMBER 15, 2015 at 4:00 p.m.

The Mayor and the City Commission of the City of Truth or Consequences in the County of Sierra, and State of New Mexico met for a workshop in full conformity with the law and ordinances of said Commission in the Commission Chambers of said City, December 15, 2015, with the workshop starting at 4:00 P.M.

Mayor Sandra Whitehead called the workshop to order at 4:03 p.m.

Present were Mayor Whitehead, Mayor Pro-Tem Green, Commissioner Clark, and Commissioner Peterson. Commissioner Richter was absent. There was a quorum present.

Also present: City Manager Juan Fuentes, City Clerk Cantin, and Finance Director Montgomery.

**1. Financial Updates, Lori Montgomery, Finance Director**

Finance Director Montgomery gave an overview of the report that was submitted.

Mayor Pro-Tem Green asked about the Golf Revenue on page 1. Finance Director Montgomery responded we are almost up to where we should be which is really good.

Commissioner Clark asked about the difference in expenditures. Finance Director Montgomery responded the first month is usually slow because of the beginning of the year. We implemented the Tyler System and that also slowed down the purchases.

Commissioner Clark mentioned the income is down a little bit too. Finance Director Montgomery said it is, but part of that is the Utility billing issue and we transitioned over to the new accounting system. She said in addition some of the grant monies don't flow as quickly when you start the new fiscal year. So we are in the process of collecting all of those.

Finance Director Montgomery referred to page three and the General Fund Revenue breakdown. The charges for services were up over the first quarter. The charges for services are the printing/copying fees which were up quite a bit for that quarter.

Finance Director Montgomery said the next one is the Prior vs. the current GRT. September was up a little bit over last years. However, this Year-To-Date to last Year-To-Date, we are down a little bit.

Mayor Pro-Tem Green asked if she did an analysis of the comparison of the retail sector and the accommodation and food services compared to last year. He knows the GRT is down a little bit but are we down in those sector's even the Lodger's Tax is up.

Finance Director Montgomery said she did not do a chart on that but it's very easy to pull that data and get it to them.

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Commissioner Green said if it wouldn't be too much work, it would be nice to have because that's what's driving our economy.

Commissioner Clark said when we made the determination last year that we are a tourist based community. What Steve said is important that we haven't missed the boat somehow. Accommodations and food service on the SAC information is lumped together. Commissioner Clark added we can get that from the Lodger's Tax numbers and back into it.

Finance Director Montgomery said she can get them close.

Mayor Pro-Tem Green asked if we are fully transitioned to the new accounting system. Finance Director Montgomery responded we are. Commissioner Clark asked if she likes it. Finance Director Montgomery responded it's a little different, and you can see it in the reports. She can query the system for just about any reports and she's working on finding the right reports. We are transitioning now and we've moved over to Utility Billing and have our hiccups with that, just like we did with accounting. You will see everything level down by the end of the year. But staff is on board and it took us a little while, but we are doing all of the purchasing and payroll on the system. We've got a lot of the departments on the new electronic time sheets, and this pay period we have three more departments that are on board. She feels the departments will enjoy having to do the time sheets online.

Mayor Pro-Tem Green asked if other staff have access to the reports and budget numbers.

Finance Director Montgomery said yes, they can go to the General Ledger and pull up a report and we are slowly teaching them how to do the reports.

Commissioner Green asked to clarify they can have access to them but they cannot change the numbers. Finance Director Montgomery confirmed and said only two employees have access to everything and for security and that is her and IT (Bob Hupp). They both have access to change security levels.

Commissioner Peterson asked if each department receives a ledger of what is budgeted and where they are in their budget. Finance Director Montgomery confirmed and explained it further.

Commissioner Clark asked about the module for assets. Finance Director Montgomery said the module is part of the package we purchased from Tyler. She still has to get in and transfer the information from the excel spreadsheets to the system. In addition, the other module is the Inventory System. That will be done also. Both of those modules will be started the first of the year.

Commissioner Clark asked if we have to go past the point where assets have been fully depreciated. Finance Director Montgomery doesn't believe there is a requirement to put those in. The Auditors have not mentioned what needs to be in and what does not.

City Manager Fuentes let them know the goal is to at least have the inventory and the assets match the list with the June 30<sup>th</sup> Audit. Separate from that there is another audit rule that talks about the Infrastructure, Roads, Water Lines, and all of that. That will have to be added later on. Commissioner Clark asked even if they are depreciated? City Manager

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Juan Fuentes responded we will have to research that. But that will be done later down the road. Our priority is to get the requirements for the audit completed for this fiscal year. Some we don't have to go that far back. But he believes it would be 20 years.

Mayor Whitehead asked Finance Director Montgomery what she feels the start and end date would be for this process in the transition period.

Finance Director Montgomery said it's going to depend on how the information is imported. With the financial and utility billing we did a data dump. If we can do that the same way with the assets and get it to them to put into the system it shouldn't take too long. She needs to get everything done before the end of the fiscal year. The third module is the Projects Module which does all of the grants tracking. So it does all of the information and document tracking for the grants and all departments can add in their own grant projects.

Mayor Pro-Tem Green asked Lori, once that's done and she notifies the accounting firm, will they release to the state to let them know that it is no longer a finding. Finance Director Montgomery responded you have to wait until the end of the year.

Finance Director Montgomery said we have already addressed some of the issues we had with the state Auditor. A lot of the things from the previous audit were taken care of with the new accounting system.

Commissioner Peterson said it becomes more of a slap on the hand at the next audit if you haven't done anything about it.

Finance Director Montgomery let them know the document you have at the next meeting is the budget adjustment. City Manager Juan Fuentes said we can do that at the next meeting.

Mayor Whitehead said these forms look much nicer and more efficient. And she asked if the transition is going smooth and whether there were any issues.

Finance Director Montgomery said there are no issues. There is always a little hesitation in going to something new.

Commissioner Peterson asked if we have others close that have this system. Elephant Butte, Hatch, and Mesilla have Tyler.

Commissioner Clark noticed the electric bills are in a different format, they are not two pages, they are one page. She asked if they are still being farmed out for mailing.

Finance Director Montgomery and City Manager Juan Fuentes confirmed they are still being farmed out.

Mayor Whitehead said there was a question on the utility bill from a couple of people because of the previous balance due and then the payment, and then it doubled it.

Finance Director Montgomery said that was a glitch in the system. There will be issues with the next couple of billing cycles because of the transition. We are fixing them as we go.

Mayor Whitehead said the utility bills don't all go out at the same time to all of the residents of the city. Finance Director Montgomery said they are on different cycles.

**2. Presentations for allocation of Capital Improvement Funds, General Fund Department Heads**

**a. Airport Renovations on Flight Service Station - Bill Slettom - CDD/ACM**

Assistant City Manager Slettom gave a presentation on the upgrades at the Airport. Including the Flight Service Station It's about \$4,500 for the paint and materials.

Next he presented the renovations needed on the windows at the Lee Belle Center. The list price comes up to \$25,000 for materials that match the previous windows and not installation.

His last project is a new ARC/GIS System, Computer, and Printer. This is the system used by all of our Engineers. The price is \$7,100 to \$9,800.

Commissioner Clark asked about the window and door coverings on the Lee Belle Center knowing it's on the Historical Register, is it a requirement to bring it back to what is considered historical. Assistant City Manager Slettom said it's not listed on the State or Federal Historical Register, but it's in our Historic District. Commissioner Clark asked if that's why we had to go through Santa Fe when we had to repurpose the building. Assistant City Manager Slettom confirmed that is why we had to inform them. When this building was renovated in 1998, it went through a very detailed analysis. If we follow the specifications used in 1998, that's fine with them. We are only asking for a Letter of Concurrence from the State Historic Preservation Office. We can leave the building the way it is, but in the long run, we would get more benefit if we restore these openings to what they were originally.

Commissioner Clark clarified these areas open into the area we have rented out. Assistant City Manager Slettom confirmed. Commissioner Clark asked if they are asking for this. Assistant City Manager Slettom has not discussed this with them, but they are aware it's part of the building.

City Manager Fuentes said when we talked about the Plaza Project they talked to Mark Bleth about that area and if it would be converted to a Patio Area it would benefit him. If we move forward we do have to consult with him to make sure they are on board.

Mayor Pro-Tem Green asked Finance Director Montgomery about the allocation of Capital Improvement funds. Finance Director Montgomery confirmed.

**b. Small Renovations at the Human Resources Building - Lori Montgomery, Finance Director**

Finance Director Montgomery presented the changes she is looking at. She has a need to have all of her staff in one building. The plan is to either move her HR and Payroll staff to City Hall or to have her and her staff move over to the HR Building. The

amount would be to relocate windows and doors to be habitable and more accessible. She hasn't done a firm estimate but she is estimating \$5,000 up to \$8,000.

Commissioner Peterson asked about the Police Department and the National Guard Armory and what had been planned for them. He asked if that would help in what they were trying to do to keep the PD all together. He asked what they have planned for moving the PD out of that building.

City Manager Fuentes responded one of the things they talked about if they moved was putting the building up for sale. The proceeds would be used for renovations or improvements to the new building. When we cross that bridge we would try to bring it back to the Commission.

Commissioner Clark is trying to put herself in her shoes, and it would be frustrating to not have all off your staff together. She mentioned she didn't hear anything about the roof which leaks. She feels we may have underestimated what the repairs will be.

City Manager Fuentes said the roof is an expensive fix. Not just the roof but also the electrical. He asked them to consider how much we want to invest in that building. Public Works Director Armijo said it was around \$100,000. The problem has been the lack of resources to improve the buildings. If we could set some aside to invest back into facilities and our equipment.

Commissioner Clark said it's got to be frustrating to have that roof leaking and she asked if we are really treating it properly.

City Manager Fuentes said we are going to have another project where we will talk about the roof. The problem has been the lack of resources to properly maintain the building, not just the City Hall building but some of the others and equipment. He suggested if we can make this a reoccurring allocation to set aside money. It could be \$100,000; \$150,000; or \$200,000, but we could come back with a more firm estimate if that is a high priority for next year to fix that roof. That's the goal to really invest in our buildings and equipment. In the past we have been going around trying to salvage what we can, because it is going to need a great deal of work but it will be an expensive fix. Right now that was not one of the recommendations we really thought about because we have the limited money and a lot of needs out there.

Mayor Pro-Tem Green asked if the \$8,000 estimate is in-house. Finance Director Montgomery confirmed unless something comes up that we must do like electrical or something.

Mayor Pro-Tem Green said if you are able to kick out they City Manager, Assistant City Manager, etc. He asked if there was enough money to build a conference room where we can sit and talk where you have guests coming in.

City Manager Fuentes responded. Initially they thought about turning Becky's office into a conference room. As you walk in there is a tiny conference room and we can make that a reception office and Lori would keep the existing conference room. And others would take offices down the hall. Commissioner Clark asked if we need a space where the Chamber is

located also. City Manager Juan Fuentes said we talked about it and it would be nice if we could get it. Commissioner Peterson asked if we need more filing cabinets in HR. City Manager Juan Fuentes said he would leave that to Finance Director Montgomery.

Finance Director Montgomery said now that they are done with the audit and the budget, it's a great opportunity to focus on staff. It's a great opportunity to get things that are filed and get them in accessible storage areas. She went on to talk about accessible storage areas for records.

Finance Director Montgomery went on to present the second need which is the Air Conditioning unit in the IT Storage area where all of the servers are held. The Air Conditioner has gone out twice. If we lose that data, it's all of the backup data for the city. It is vital that we have this system. Estimated cost is between \$8,000-\$10,000 installed.

Commissioner Clark asked if it's an independent system. Finance Director Montgomery responded it's a stand-alone system. She confirmed the mini-split system is nice. There is one there now but it's just not big enough to handle the heat. The system puts off so much heat it doesn't cool it down.

**c. Upgrades and/or improvements for various city buildings – Don Armijo, Public Works Director**

City Manager Fuentes responded what we did in the budget is set aside some capital funds for one-time non-recurring items. When we discussed it in the final budget the Commission said to bring it back in middle of the fiscal year to see what we are. He's adding up some of the fees to see where we are and what projects we want to move forward and get them done. He stated that we are presenting the items to the Commission so they can vote on them at the Regular meeting.

Commissioner Clark asked about the Healing Waters Plaza. City Manager Juan Fuentes said that was separate and he thinks we are going to need more because we set aside \$250,000 and we went out for MainStreet money also. We are hoping whatever gaping we have we can raise some of the money. Whatever the Commission set aside will be used for that project.

Public Works Director Armijo said first is the HVAC at the Visitor's Center for \$25,246.57. This is where the Geronimo Trails is in the Visitor's Center, then across from the Library, and in the bathrooms. This would provide heat and cooling.

Second is the HVAC improvements Court House for \$22,000.57. That's the new Courthouse. It was originally designed with three heating units and they went down to two. The first couple of offices are colder. This would be to redo the duct work to make it better.

Third is the Roof improvements at the service center \$45,468.64. This would completely replace the roof. It's a metal roof and it's got cracking. Every time it rains or snows, it leaks.

Fourth is the Swimming Pool acid wash for \$4,500. There were actually two ways we can do this. The first acid they could use is equivalent to Vitamin C and that would only be \$400

and if that works we wouldn't need the other. But if it doesn't work we will need the \$4,000 to do the acid wash for the pool.

Mayor Pro-Tem Green asked if that's being required by the pool to satisfy the states requirements and if we do this they won't require us to redo the entire pool. Public Works Director Armijo confirmed that was the case. Commissioner Green asked about the timeline this has to be done to satisfy the states requirements. Public Works Director Armijo believes so, but he didn't talk to Christie when she came down. Commissioner Clark responded she did speak to her.

Commissioner Clark said she didn't say a timeline and she didn't say we needed to resurface the pool, but she did say the Spring was the best time to acid wash the pool, according to Destiny.

City Manager Fuentes said the School Board did pass a Resolution in support of finding Regional Complex. He would add to this list if the Commission decides to do this, some funds to put aside to have available.

Commissioner Clark said so to take that a step further, is that the County does have in bond money \$200,000 for a building that would have workout space and to add a swimming pool similar to the one in Silver City.

Commissioner Peterson asked about the service building when it was built. He is amazed the roof will cost this much but he's been out of the construction industry for a long time. Public Works Director Armijo stated he already has two bids and will explore a couple of other options. They have a 20 year guarantee.

Commissioner Peterson said all of our crews are involved in that and it's nice to see we still have a man here who was here when it was built.

Mayor Pro-Tem Green asked about the court house which was a purchased building. There seems to be a design flaw in that building or the installation of the HVAC System where half of the building is freezing and the other half is sweating to death. Is there any warranty or guarantee to help us to cost share? Public Works Director Armijo said we can look, but that building has been there. It seems like a couple of days, but days turn into years.

City Manager Fuentes agrees with Don, he thinks the time has been too long and we've already tried to fix it. It just doesn't seem to work.

Commissioner Peterson asked if this is going to pitch or replace the flat roof on the Service Center. Public Works Director Armijo said it would be replacing back to where it is.

**d. Golf Course Equipment – Les DuFour, Golf Course Advisory Board Chair**

Les Dufour presented the equipment request for the Golf Course. Which is \$18,000 for a new Rough Mower. A Greens Mower will cost \$35,000. The third item were sprinkler heads or replacing entire sprinkler units. We are asking for 50 sprinkler heads at \$400 which is

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another \$20,000. We also had an aerator for the greens which is \$13,000. We got concerned with how much that was. Aerator's we are only using twice a year so we could wait till later for that. Out of that \$73,000, the board recommends 20% be taken out of the Golf Course improvement funds for a total of \$14,600 and that would make the amount we are requesting a total of \$59,400.

Terry Taylor said Les did a good job in presenting the items. He said the important thing is we are the only people who are coming with in-kind money to help with the improvements.

City Manager Fuentes said the Golf Course Improvement Fund has a balance of \$36,000.

Commissioner Peterson said it would be nice to get pictures and documentation. But he thinks he put it down too.

Commissioner Clark asked if we have to buy brand new equipment. Mr. Dufour said the recommendation was to purchase them new.

Mr. Terry Taylor explained the reason they are asking for new. It's possible to buy used but they can be worn out and you can run a risk buying it. We aren't opposed to replacing some with used equipment, but some we recommend new.

Mr. Dufour said in the last few years there is a lot better used equipment out there. Whether it's a good deal or not, we don't know. Sometimes it's hard to tell what you're getting in the long run.

Commissioner Clark is concerned about the aerator. She asked if they were ok with just leasing it two times a year to do it in the Spring and Fall.

Mr. Taylor said they would not use that piece of equipment. It would do more damage than help. They have a fairway aerator they can use. It's not meant to be used on the greens but they can. If they have to rent a piece of equipment, they will be going out of town to do that.

Commissioner Clark asked why they haven't addressed the building that's half condemned. Mr. Taylor responded it is being addressed and the city is scraping and painting it. He said they talked about priorities and the greens and grass are a priority right now. If the building is beautiful and new and the greens die, then you can't use the course. Their immediate needs to the golfers are the greens and the grass. Commissioner Clark said so she understands the main thing at the Golf Course are the greens and the grass.

Ms. Hale said it's really important to get the greens and the grass. She would like to have a nice building too, but now it's the grass.

With there being no further comments, Mayor Whitehead closed the Workshop at 5:36 p.m. and will open the Regular meeting at 6:00 p.m.



**CITY COMMISSION REGULAR MEETING MINUTES  
CITY OF TRUTH OR CONSEQUENCES, NEW MEXICO  
TUESDAY, DECEMBER 15, 2015**

The Mayor and the City Commission of the City of Truth or Consequences in the County of Sierra, and State of New Mexico met in Regular Session in full conformity with the law and ordinances of said Commission in the Commission Chambers of said City on December 15 2015, with the meeting starting at 6:00 P.M.

**A. CALL TO ORDER**

The meeting was called to order by Mayor Sandra Whitehead, who presided and Renee Cantin, City Clerk-Treasurer, acted as Secretary of the meeting.

**B. INTRODUCTION**

**1. ROLL CALL**

Upon calling the roll, the following Commissioners were reported present.

Hon. Sandra Whitehead, Mayor  
Hon. Steve Green, Mayor Pro-Tem  
Hon. Kathy Clark, Commissioner  
Hon. Russ Peterson, Commissioner

Absent: Hon. Jeff Richter, Commissioner

Others Present: Juan A. Fuentes, City Manager  
Jay Rubin, City Attorney  
Renee Cantin, City Clerk-Treasurer

There being a quorum present, the Commission proceeded with the business at hand.

**2. SILENT MEDITATION**

Mayor Sandra Whitehead called for fifteen seconds of Silent Meditation. She asked all to reflect and remember all of those people who have lost their lives in the last few months due to violence or terrorism across the U.S. and across the World.

**3. PLEDGE OF ALLEGIANCE**

Mayor Sandra Whitehead called for City Manager Fuentes to lead the Pledge of Allegiance.

**4. APPROVAL OF AGENDA**

Mayor Pro-Tem Green moved to approve with the request to take off I.11 for the Copper Mine Resolution and added to the first meeting in January. Commissioner Clark requested to amend the motion to remove Item F.1 the November 10<sup>th</sup> minutes from the agenda and consent at the request of our City Clerk. Commissioner Peterson seconded the motion. Motion carried unanimously.

**C. COMMENTS FROM THE PUBLIC (3 Minute Rule Applies)**

Mayor Sandra Whitehead called for Public Comment, noting those wishing to comment would get three minutes, may only approach the podium once, and any material for the Commission was to be left in the black box by the podium.

**Klaus Whittern** asked to address item I.2 related to the RFP Process. He is uncertain what the legal ramifications are. It has been practiced on a number of occasions he has observed. In this case today, it relates to a discussion and proposed action to select an engineer for water improvement that will be on-going for a number of years He believes there is nothing wrong with them being asked to discuss the issue. He urged them to then table it to take action at another meeting. There is significant impact on the Engineering portion that could affect many years of Commission action to follow. It would be beneficial for the new Commission taking their place in March to be involved in that long term process. It is not unreasonable for you and the public to have access to the information that is forthcoming. There could be individuals in the public who will want to raise the issue once it comes. If your memory serves you correctly, he talked about this when the draft plan was presented. There are engineering issues he believes need to be discuss long before the selection takes place and that has not been done. The issue with the drainage underlying the water areas would be of high importance and the proposed construction methods because it affects cost. Last but not least, the issues resulting from an Engineering study should be what are the rate impacts. That is all part of what he believes the public and he need to explore to some extent together.

**Les Dufour** thanked Juan for working with the Golf Course and the Advisory Board appreciates his efforts.

**Linda DeMarino, Executive Director of MainStreet Truth or Consequences** commented on the events since October, including Trick or Treat Downtown, Small Business Saturday, Old Fashioned Christmas, and the Scoop the Loop & Sock Hop.

- 1) Small Business Saturday, she visited with some of the business owners and they were very pleased. Some even said it saved their whole month. She thanked the Chamber of Commerce and Suzanne Carstead for helping.
- 2) Old Fashioned Christmas was great and we had a good start for the Light Parade. We had about 10 vehicles which was a good start for this year. She thanked the Mayor and Chief Alirez for getting the roads closed.
- 3) She went to the New Mexico Tourism Grant workshop she is working on bring back the Hot Springs Festival and she submitted a grant application for that..
- 4) Were awarded a grant for the Healing Waters Plaza and we don't know how much yet. We are excited about that and she thanked Assistant City Manager Slettom for helping with that.

**D. RESPONSE TO PUBLIC COMMENTS**

None.

**E. PRESENTATIONS**

1. **Presentation: Healing Waters Plaza Plans - MRWM Landscape Architects**

Baker Morrow, with Morrow Reardon Wilkinson Miller (MRWM) Landscape Architects. We are excited we have reached working drawing stage in the Healing Waters Plaza Project. We have quite a project that will make a big difference in Downtown T or C and they are looking forward to seeing construction begin in the very near future. He asked Brian Verardo to give a brief presentation.

Mr. Verardo said they have been working very closely with Bill Sletton, Mr. Fuentes and other city staff to develop the construction drawings for the project. They have a quick update of the working drawings. They will be incorporating the last round of changes prior to moving in to construction hopefully early in 2016. The central feature is the large fountain which will feature the Hot Spring water. There is an existing pump here that will pump the hot spring water out of the ground, through our fountain which is a bubbling series of boulders in a raised fountain construct. The spring water will be routed from this location to another water feature that is at grade. There is a shade structure with columns and a stacked stone area growing vines on the trellis. The view from McAdoo St. shows the raised plant structures. That helps to raise the trees because of the shallow ground water and hot springs. These walls will be seat walls to provide adequate seating throughout the plaza for events. The view from Sims Street back towards the central feature, in the foreground there is a pump enclosure that will be dressed up as a Gabion Basket Veneer and new roof so it looks nicer. We are also incorporating pedestrian scale lighting so we can have events after dark. We have a few images of the plant materials we think will work well in the shallow ground water conditions and the alkaline soil conditions. Those that are tried and true to the area including: Lacebark Elm; Washington Palm; California Fan Palm; Mexican Elder; Chilean Mesquite; and Modesto Ash, and some other shrubs. One more slide has the trash receptacles and bike racks and some furnishings they proposed to have throughout the site.

City Manager Fuentes asked about the timeline for the construction documents and the bidding. Mr. Verardo responded they have the documents ready and they are being reviewed. They hope to have things ready to award in early 2016 to hopefully start construction in late January or early February.

Mayor Whitehead thanked them for their presentation.

## **2. Presentation: Free Fall Clean Up Day, Andy Alvarez, Solid Waste Director**

Solid Waste Director Andy Alvarez gave a brief update and thanked all of those involved. He thanked the residents of T or C and Sierra County for their patience and understanding and for helping make T or C a better place. He thanked his employees for putting in the extra hours and back breaking work before, during, and after to make sure things ran efficiently and they made sure the area stayed safe and clean. He thanked Dave Hopkins for the pictures, and Mayor Whitehead, Mayor Pro-Tem Green, the T or C Police Dept., and City Manager Fuentes for your hard work assisting and off-loading trash, directing traffic, and customer service from the beginning of the day to the end of the day. He then thanked the volunteers from the Bountiful Alliance Recycling Committee for their all day efforts assisting in sorting trash and recyclables. Due to the amount of vehicles the gates opened 35 minutes earlier than planned at 8:25 a.m.. from then until 5:30 p.m. there was a steady line of cars. Volunteers from the Recycling Committee walked the line to make sure

customers were informed with the process and they were happy. Customer received traffic flow directions upon entry. Employees and volunteers quickly emptied the trucks and trailers loaded with trash to speed up the process. It didn't take long for the tipping floor to fill up. Tires were also accepted and we probably received 300-400 tires that day. Trash trucks were on hand for small loads to get them through quickly. Four trailers were filled with approximately 74 tons of waste. It was a great success and made everyone happy. He would like to turn this into an Annual or Semi-Annual event.

**3. Presentation: Certificates for Fall Clean up Day, Sandy Whitehead, Mayor**

Mayor Whitehead gave Certificates of appreciation to the Solid Waste Collection Center and read each name that was included on the Certificate. She thanked her fellow Commissioners for approving this date. It was a great day and even though some had to wait for almost two hours, it worked very smoothly.

The next Certificate was given\ to the Bountiful Alliance Recycling Committee and Mayor Whitehead read each name included on the Certificate.

Mayor Pro-Tem Green appreciated the Mayor recognizing those groups but he wanted to make sure Mayor Whitehead was recognized also for bringing this to them and making it happen. He read a song that was Called Collection Day from someone who composed it.

Mayor Whitehead thanked him and also thanked City Manager Juan Fuentes for being there that day, he helped direct traffic and kept people entertained.

**4. Presentation: Service Awards for James Bean (15) and Julian Garcia (20)**

Mayor Whitehead announced the Service Awards for James Bean for 15 years of service and one for Julian Garcia for 20 years of service. She also has pins for them for their service.

**F. CONSENT CALENDAR**

- 1. City Commission Regular Minutes, November 10, 2015 – Withdrawn from Consent and Agenda**
- 2. City Commission Regular Minutes, November 23, 2015**
- 3. Airport Advisory Board Minutes**
  - a. February 4, 2015**
  - b. April 8, 2015**
  - c. June 3, 2015**
  - d. August 20, 2015**
- 4. Recreation Advisory Board Minutes**
  - a. June 1, 2015**
  - b. August 17, 2015**
  - c. September 14, 2015**
  - d. November 2, 2015**
- 5. Accounts Payable, November 2015**

Mayor Pro-Tem Green moved to approve the Consent Calendar Items No. 2, 3a, b, c, d, 4a, b, c, d, and 5. Commissioner Clark seconded the motion. Motion carried unanimously.

#### **G. PUBLIC HEARINGS**

##### **1. Public Hearing: Water Conservation Plan, Sarah Garduno, Engineer's Inc.**

Ms. Sarah Garduno gave a brief presentation which is included in the agenda packet. She is here to get more recommendations and comments on the Water Conservation Plan. The plan takes into place a public water suppliers past usage, existing water conservation ordinance implemented by the city, as well as local conditions such as demographics, average precipitation rates, and water supply overview, or where the water supply gets their water. Based on the items listed above, the public water supplier can implement effective water conservation programs that will not only help their water system work better, but will also be able to conserve water for future generations. In order for these plans to be completed, the Office of the State Engineer produced a technical report 53, which is a template or guide to complete the water conservation plan in accordance with their guideline and to obtain funding. This also includes the Gallons Per Capita Per Day Calculator directions, as well as, an AWWA Water Audit. The Water Conservation Plan is also a requirement in order to receive funding through the Water Trust Board, as well as, the Office of the State Engineer. The main concerns taken into consideration for the Water Conservation Plan is to protect against drought or climate changes; reducing withdrawals or cost of operation; reducing the amount of non-revenue water usage; extending existing resources to an increasing population; increasing the accountability of water usage; as well as, meeting regulatory requirements.

The Plan is broken up into four different sections, the first section is the Data Collection where we take the local conditions, the water supply overview, the temperature and precipitation averages, over the last few years, the demographics such as the age, household sizes, if there are currently leaks within the system, and other important information.

The second section would be the assessment of the Public Water Suppliers performance. This is coming from the American Water Works Association (AWWA) water audit, as well as, the Gallons Per Capita per Day (GPCD) calculator. Both of those are free software provided. AWWA will address financial indicators that may need attention, such as, non-revenue water trends over the years, operational efficiency (which compares losses), it will also determine how well a system is functioning. The GPCD breaks up the water usage, based on Single Family Residential Accounts, Multiple Family Residential Accounts, Industrial, Commercial, and other accounts. That specifies which section is using more water.

Section three is where we take all of the information from the first two sections and we come up with water goals. These goals are placed to help improve and make the water system better. The requirement is to have short term goals and long term goals. Typically the short term goals will have to be completed in less than five years and long term goals would be greater than five years. All goals must have a timeline and we have to look into

the resources that are needed to reach the goals, as well as, the funding requirements and other things needed to reach these goals.

The next section will be the public involvement, education, and outreach. That's put in there to ensure everyone in the city is active and understands the importance of the goals and programs that are established within the water conservation program. We need to educate our younger generations to continue with the same objectives, and we need to continue to educate the public on what's going on with the system.

Currently we do have city ordinances that are passed to restrict water use between the months of April and September. Water waste, as well as, emergency measures have been placed in the ordinances. Going forward we would have to come up with more programs to help us reach the goals in section three.

Some of the short term goals is to develop some public outreach programs by mailing out flyers, handouts, and pamphlets with water usage per month. Update the website to include a water mascot, monitor water usage per month and be more interactive with community members, testing equipment more frequently, and completing the GPC calculator and the AWWA audit every year.

Some of the long term goals would be infrastructure replacement, when funding becomes available and better enforcement of effluent usage. These are just some of the goals we have come up with, they are not set in stone. She is now here to get more recommendations and ideas that can be used.

Mayor Pro-Tem Green asked what she meant by better enforcement of effluent usage. And how we would go about enforcing that. Ms. Garduno said the cemetery is not using effluent water instead of regular water and they could be. Or for school fields like football or track fields, they could be using effluent water.

Mayor Pro-Tem Green asked if communities get credit for use of effluent water. He believes Albuquerque puts water into the River and we put about 700,000 gallons per day into the river. He asked if she's looking forward to increasing our portfolio and better use of the wastewater and if it's part of this overall plan. Ms. Garduno has not looked into that but she can look into it to see how they can implement that into the plan. Right now this is focused mainly on the drinking water supply. She believes Albuquerque and Santa Fe uses effluent water and they have a water conservation plan. She can look at theirs to see how that was incorporated into their plan.

Mayor Whitehead opened the public hearing and nobody has signed up. Mr. Klaus Whittern was signed up on another form, and was allowed to speak under this hearing.

Mr. Klaus Whittern stated it's difficult to take a side on a plan that's required. He suggested the Commission involve the public at an early stage. He asked who is coming up with water goals. Is that the Engineer, the staff. These things need to be explored in a broader scope. The long term plan will affect the consumers of the community. It is very desirable to have early input from the public so you don't go through a plan that gets presented that has very little potential for effectively changing the attitude of people. The State Engineer is very clear of what they want and they want the GPD to come down. That is not unreasonable but

is somewhat questionable whether that is a good thing to do. We need to recognize our water comes from the watershed and groundwater, it's not surface water. That is a good thing but can be difficult in the future if we were to experience long term loss. He urged them to bring the public in earlier so they can have buy in through the process.

Ms. Sarah Garduno wanted to make it very clear they are still in the planning stages and that's why she is here to get more input from the public. She asked anyone who has recommendations to please feel free to email her so they can look at incorporating those ideas.

Mayor Whitehead closed this public hearing.

**2. Public Hearing: Variance for 1455 E. Third St., Robbie Travis, Building Inspector**

City Attorney Rubin said in light of no proponents or opponents, we will not need a Battershell hearing for this item.

Building Inspector Travis said before you is a variance for a minimum lot size in a C-1 Zone in our Code Section 11.55 of the Planning & Zoning Code, the variance may be authorized by the City Commission after hearing the recommendation of the Planning & Zoning Commission. The variance shall provide some relief from a strict application of dimension, distance, parking, or setback requirements of the Code. Then it lists some of the provisions for it. Subject property must be regular, narrow, shallow, or steep, or otherwise have physical conditions where the application would present difficult or unnecessary hardship to the owner in the use of the land or building. The applicant shall notify all property owners of his/her intent, so we have notified everybody within 100 feet of the property, we sent out those letters, we published one time in the paper and posted on the property. The background, this property has three buildings on it and the owner would like to separate them into three lots, one of them is under the minimum size required by the Code which is 4,000 Sq. Ft. in a C-1 Zone, under our setback and minimum lot square footage in our code. The lot in question is parcel number 2, it is 3855 Sq. Ft. The owners of the property are here in attendance, so if you have any questions for them, they are here. Staff recommends approval and you have the site plan and the public notice.

Commissioner Clark asked Robbie if he's in favor of this. Mr. Travis confirmed.

Mayor Pro-Tem Green said his question was asked and answered.

Commissioner Peterson asked if he is backing this. Building Inspector Travis confirmed he has other properties in the same area that don't meet the requirements and this will clean things up to split this and get them separated.

City Manager Fuentes has no questions or comments and his recommendation as staff presented is for approval.

Mayor Whitehead opened the public hearing and asked staff and the public if they have any public input. There being none, she closed the public hearing.

## **H. UNFINISHED BUSINESS**

### **1. Discussion/Action: Approval of allocation of Capital Improvement Funds, Juan Fuentes, City Manager**

City Manager Juan Fuentes notified the Commission they have heard the presentations on the funding requests during the workshop. At this time he would open it up to the Commission to review the items presented for discussion and setting the priorities.

Commissioner Clark's list is:

Paint for the Airport - \$4,500

Moving of offices in City - \$8,000

Split A/C Heater with alarm – Not to exceed \$10,000

Engineer computer system – Not to exceed \$9,000

Heating & Cooling for Visitor's Center – Not to exceed \$25,000

Heat & Air reduction at Court House - Not to exceed \$22,000

Roof at Service Center - Not to exceed \$25,000

Swimming pools funds for Acid Wash - \$4,500

Rough Mower - \$18,000

Greens mower - \$35,000

50 new sprinklers - \$20,000; and

For Plans to look at a Swimming Pool Recreation Complex with the School Board -Between \$15,000-\$20,000.

Commissioner Peterson said to address as many as we can and leave to the City Manager to decide what monies we have available. The swimming pool and the Golf Course are major draws to our community, and he would like to see those included and the roof on the building. He will probably go with the majority of the Commission.

Mayor Pro-Tem Green asked for clarification on the move and air conditioning. Commissioner Clark confirmed she noted \$8,000 for the move and \$10,000 for the split air conditioning with alarm. Commissioner Green stated and he agreed with Commissioner Clark's breakdown. He agrees the swimming pool and Golf Course are important to keep here and help grow our community.

He feels if the swimming pool comes out to less, he feels it should be in kept and used for City Manager Fuentes to use it in the best place at his discretion without coming back to the commission.

Mayor Whitehead is also in agreement with the way Commissioner Clark laid it out so everybody gets a portion of the money. She also agreed the Swimming Pool and Golf Course are vital as well as facilities for employees and staff. She thinks this is a fair distribution of the allocation.

City Manager Fuentes stated he added the item which was presented by the Golf Course Advisory Board. With the Golf Course Improvement Fund he added the 20%, the total items added to \$201,000. The total Golf Course Items which was the \$18,000; \$35,000; and \$20,000, that gives us about \$14,600 which will come out of the Golf Course Improvement Fund. If you take that out of the \$201,000 it leaves us with \$186,000 and according to Commissioner Green's point that is what we can use for the fluctuation on these items so we can make sure we cover the amount needed for the projects. There is



always something that comes up where we might need some of this money. If those numbers are ok with the Commission, we can certainly move forward with those allocations.

Commissioner Clark asked City Manager Fuentes if he would take any of the \$14,600 and look at applying that to the Swimming Pool Complex. City Manager Juan Fuentes clarified if she is asking with the \$20,000 for the Swimming Pool. He said that would give us some flexibility. He just wants to make sure with the fixes in Facilities, our priority would be to address any unanticipated issues that may come up. But he believes \$20,000 towards the initial effort would be a good start.

**Commissioner Clark moved to accept the figures and allocation of funds as discussed. Mayor Pro-Tem Green seconded the motion. Motion carried unanimously.**

#### **I. NEW BUSINESS**

##### **1. Discussion/Action: Variance and Alternate Summary Procedure for 1455 E. Third St., Robbie Travis, Building Inspector**

Building Inspector Travis said essentially the variance was for the lot size and the alternate summary procedure would be for splitting them up. One of the conditions is, we don't create any more lots. They have two now, and we would be going to three, but originally there were four lots up there. We would recommend to go ahead and approve the Alternate Summary Procedure.

City Manager Fuentes had no questions or comments and recommended approval.

**Mayor Pro-Tem Green moved to approve Variance and Alternate Summary Procedure for 1455 E. Third St. Commissioner Clark seconded the motion. Motion carried unanimously.**

##### **2. Discussion/Action: Contract Award Request for Proposal # 15-16-003 for Engineering Services for Water System Improvement Projects. Pat Wood, CPO**

Central Purchasing Officer Wood presented the item. They received proposals until November 3<sup>rd</sup> and received four proposals. The Selection Committee was Bill Slettom, Lori Montgomery, and Jesus Salandyia. They are recommending the award to Smith Engineering.

City Manager Fuentes had no questions or comments and recommended approval.

**Mayor Pro-Tem Green moved to approve the request for Proposal # 15-16-003 for Engineering Services for Water System Improvement Projects to Smith Engineering. Commissioner Peterson seconded the motion. Motion carried unanimously.**

##### **3. Discussion/Action: Resolution No. 17 15/16 Quarterly Budget Adjustment. Lori Montgomery, Finance Director**

Finance Director Montgomery presented the Commission Action Form which gives a breakdown of the adjustments that she needs to make for this quarter. The first is for the Wastewater Pump for Clancy St. for \$28,000 which will reduce Water Ending Cash Balance to cover costs of repair to this pump. The second one was the \$21,000 for Water/Wastewater Dept. for vehicle repairs that would also be taken from the Ending Cash Balance for that department. In the Electrical Dept. there is a need to increase the Professional Services Contract, there are two they currently have. We pay the accounting software fees from that department so we need to pay that back. We will take that from the Ending Cash Balance as well. Then two additional items we need to is the sale of the Bulldozer by increasing Revenues of the Solid Waste department by \$45,700, as well as, increasing the Capital Outlay Line for the same \$45,700 where we used to purchase the new trash truck. On the second page, there are three adjustments that need to be made. She needs to take \$17,500 from the General Fund and increase the Corrections Fund for the Care of Prisoners. So there are two different accounting items that need to be taken care of in the Transfers in, as well as, the Care of Prisoners line for the same \$17,500. Lastly the Lodger's Tax has asked to purchase a new sign and would like to take \$7,000 from the Lodgers Tax balance to purchase that sign.

Mayor Pro-Tem Green asked about the Lodger's Tax request for a sign. Finance Director Montgomery said that is for the North End of town. Finance Director Montgomery showed the Commission a picture of the sign. City Manager Juan Fuentes responded we updated the sign up North by Wal-Mart. He further stated the idea was to develop the same sign and locate it down there. It's a new sign.

Mayor Pro-Tem Green asked if we decided on a land location. City Manager Fuentes responded we have not, we do have existing signs that say "Welcome to T or C".

City Manager Fuentes had no questions or comments and recommended approval.

**Mayor Pro-Tem Green moved to approve Resolution No. 17 15/16 Quarterly Budget Adjustment. Commissioner Clark seconded the motion. Roll call vote was taken by the Clerk. Motion carried unanimously. 4-0.**

**4. Discussion/Action: Appeal for Subrecipient Grant for Companion Animal Action Team (CAAT) related to first quarter payment. Diane Lombardo, CAAT**

Ms. Lombardo addressed the Commission saying she was three days late and she thought she was early. Her previous experience with CAAT was the invoice they wanted and not the invoice they paid out. On the first page of the Sub-Recipient Grant Report it does state the amount of the grant and the amount of the quarterly so I figured it was all set. Ms. Sparks was very kind to sit down and explain to me what was wanted.

Commissioner Clark looked at this timeline and it looks like you made several attempts to file it then, why did it take so long to correct you. Ms. Lombardo stated she didn't know she wasn't getting the right invoicing until the actual deadline date. She emailed me, and by the time I opened my email and got back to her and it was the wrong invoice, she then invited me to come and sit down to show me the right invoicing. I then went home and redid it.

Commissioner Clark read from the timeline both forms properly executed came in during Ms. Sparks absence. So if they were properly executed on the second of October, she doesn't understand why on the 17<sup>th</sup> of November you have an entirely different set of information being given to you. Ms. Lombardi said that invoice she sent in was actually the invoice for the clinic and that's not the invoice they wanted. She didn't find out the invoice they wanted until after the due date. Other than that she's not sure. She did what she thought was correct. She was told she needed to do it differently late after the deadline. Commissioner Clark said this was basically 45 days later.

Mayor Pro-Tem Green said he feels it was a misunderstanding.

City Manager Fuentes added Linda is very thorough and applies the rules through all of the grants. They met and it has already been cleared. With that he feels it is reasonable to recommend approval of this request.

Mayor Whitehead confirmed Ms. Lombardi understands what is expected now.

**Mayor Pro-Tem Green moved to approve the request for reimbursement. Commissioner Peterson seconded the motion. Motion carried unanimously.**

**5. Discussion/Action: Approve the reappointment of Earl Greer and Daniel Mena to the Housing Authority Board, Steven Rice, Housing Authority Executive Director**

Steven Rice, Housing Authority Executive Director has had no applicants and requested reappointment of Earl Greer and Daniel Mena.

Commissioner Clark asked if these are people he is comfortable working with. Mr. Rice confirmed this.

Mayor Pro-Tem Green had the same question.

Commissioner Peterson had nothing, they are both great men.

City Manager Fuentes had no questions or comments and recommended approval.

**Mayor Pro-Tem Green moved to approve reappointment of Earl Greer and Daniel Mena to the Housing Authority Board. Commissioner Clark seconded the motion. Motion carried unanimously.**

**6. Discussion/Action: Approve the appointment of one vacancy for the Recreation Advisory Board, Destiny Mitchell, Vice Chair or Greg D'Amour, Chairman**

City Manager Juan Fuentes requested this item to be postponed until the January 12, 2016 meeting to schedule interviews.

**Commissioner Clark moved to postpone until the January 12, 2016. Mayor Pro-Tem Green seconded the motion. Motion carried unanimously.**

**7. Discussion/Update: Water Conservation Plan, Traci Burnette WAWW Admin. Assistant and Sarah Garduno, Engineer's Inc.**

Ms. Burnette turned it over to Sarah Garduno for further input and recommendations.

Ms. Garduno asked for any further input or recommendations and goals from the Commission.

Commissioner Clark asked her to do a Ph and Alkaline testing on the water or add that in the plan. Her feeling with the drought is it's getting condensed and we could be getting close to the breaking the 1,000 ppm's. If we had it in our plan to do a test once a month or every six months. Her next question is she understands we have to do this is we want any more Water Board Grant monies, is that correct? City Manager Juan Fuentes confirmed it is a requirement for the Water Trust Board application process.

Mayor Pro-Tem Green asked to what extent is the contract we have with you involved with boots on the ground. For example you mentioned schools and getting them involved, would you along with Traci present to the schools and how far do you get involved.

Ms. Garduno responded how she breaks down the plan to help put it together. The Commission will be able to approve which programs will work for us. She has a couple of programs she has come up with to implement in the schools, if they would like to hear them briefly.

Mayor Pro-Tem Green said he would give them to Traci or other staff members she is working with. He asked about creating site specific information for Truth or Consequences so at events we can have someone manning a table to hand out information for citizens and participants locally. Ms. Garduno said she will include public outreach programs and educational programs for the schools. There will be an opportunity to decide which programs to use.

Mayor Whitehead asked Ms. Burnette if we have any workshops coming up on this or what is the timeline of involving the community. Ms. Garduno said we have to have it in to NMFA by April 23<sup>rd</sup>. For the month of December they are trying to get as much input as possible, then on February 1<sup>st</sup>, they want to send out a draft of the plan to the Commission, PUAB, Traci, Bill, and the Office of the State Engineer. You will have a timeline to adjust it and get it back to me to submit the final draft. Ms. Burnette notified the Commission tonight was published as a Public Hearing for public comments as well.

**8. Discussion/Action: Approval of 2016 State Legislative Capital Project priorities, Juan Fuentes, City Manager**

City Manager Fuentes gave a quick overview of the funding we have received from them in the past in regards to our Legislative requests. The Legislative Session is starting on January 19<sup>th</sup> and it's a 30 day Session and will move pretty quickly. Last year we submitted funding for the Animal Shelter, City Landfill, and Waterline Replacement. We did receive \$150,000 for the Animal Shelter in addition to the \$100,000 we received the prior year for a total of \$250,000. Then we also received \$100,000 to replace the Veterans Memorial Wall

which wasn't necessarily a request we submitted but it was submitted by the Veterans Trust Board Members and was funded. This year in our ICIP, the top five priorities continue to be the Regional Safety Complex/Animal Shelter; the Water/Wastewater line replacement; the two Electrical Main Feeders upgrade, Construction/Demolition for Landfill and the Healing Waters Plaza. He said we are in the process of coordinating a meeting with Representative Hamilton; Representative Zimmerman; and we haven't heard back from Senator John Arthur Smith. It will probably be the first week of January. The item is before you to reaffirm the top three we want to submit. Again, we want to be consistent with the ICIP because when we submit the forms they ask where it is on our ICIP. With that, he included what we submitted last year and we would update it. Before he asks for any questions he asked the Chief to tell us where he is at on our presentation.

Police Chief Alirez gave a brief summary of the Animal Shelter project and where they are with it. Ten months ago when he got here, that was a big project to start dealing with the Animal Shelter. First thing they did was examined the scope of the project, assessed the needs, did statewide research, developed an informal Animal Shelter Committee, comprised of people with a compassionate and incredible drive for the care and shelter of animals. They've also done some site visits all over the state, and began to develop a plan of the needs as they assessed them. Out of all of the research they contacted the Socorro County Animal Shelter and started the dialog with them. We are now in the drafting stages of an MOU and we have so far purchased equipment for the animal shelter. He has a meeting with them tomorrow morning in preparation of a future presentation to the Commission.

Mayor Pro-Tem Green asked Chief Alirez about the equipment he mentioned he purchased, and if it was out of the Capital Outlay of the \$250,000 or your operating budget.

Police Chief Alirez said it was his understanding it was out of the Capital Outlay funding we received. City Manager Juan Fuentes said that would be for reimbursement, and if it was purchases from the Capital Outlay we would need to submit the reimbursement. Chief Alirez said the Southern New Mexico Humane Society in excess of \$24,000 worth of equipment and we paid \$10,100 for it. We have possession of it all and it's incredible equipment.

City Manager Fuentes reaffirmed the top three priorities.

**Mayor Pro-Tem Green moved to approve the 2016 State Legislative priorities as**

- 1) Safety Complex & Animal Shelter**
- 2) Water/Wastewater line replacement**
- 3) Main Feeders Electrical upgrade**

**Commissioner Clark seconded the motion. Motion carried unanimously.**

**9. Discussion/Action: For Publication Amendment to the Local Economic Development Act Ordinance, Steve Green, Mayor Pro-Tem**

Mayor Pro-Tem Green stated this was brought to our attention to review it to see if it serves us properly. It was brought to our attention to take a look at our current LEDA Ordinance. He made that presentation and asked any other Commissioner to join me and Commissioner Clark raised her hand which he's most appreciative of. They (Mayor Pro-

Tem Green, Commissioner Clark, and City Manager Juan Fuentes) met with Christine Logan who is the Southern Representative from the New Mexico Economic Development Department and the first thing she brought up was why do you have a 5 or 6 page LEDA Ordinance that restricts you. Why don't you take a look at what the County adopted this morning which is a one page document which leaves more room and positions the city to go proactive with this. We asked City Attorney Rubin to take a look at it. This builds the house and the next step is to identify land that we can develop. We have Economic Impact Fees, we control utilities, we have city land. So once we pass this LEDA Act, he would ask City Manager Juan Fuentes to put an item for land on the January agenda to move forward

City Attorney Rubin proposed some changes and he reviewed them. He added clarification putting it in Chapter 2 of Article VII. The State Statute has more information than you have in there.

Mayor Pro-Tem Green neglected to say if this is approved he would like to have a workshop with the Chamber or MainStreet and others who should be aware of what we are doing and what we have. He wants to put together a group that when questions are asked, we have answers. We may need to know if they have certain demographic information. So when we are asked questions, we can deal with them in a timely manner. We should set it up as if we are a business and have the tools to be a business.

Commissioner Clark added the most recent one we had was 1996. This will bring us up to current time.

Commissioner Peterson said he couldn't add anything except a timely manner has not been there or established and he thanked them.

Mayor Whitehead thanked them for their work on this.

Mayor Pro-Tem Green thanked Commissioner Clark and City Manager Juan Fuentes for being involved there might be opportunities and possibilities when business leads come to his desk and we have to be prepared when that happened.

City Manager Fuentes had no questions or comments and recommended approval to publish as amended by City Attorney Rubin.

**Commissioner Clark moved to approve the authorization to publish the Amendment to the Local Economic Development Act Ordinance as amended. Mayor Pro-Tem Green seconded the motion. Motion carried unanimously.**

**10. Discussion/Update: Proposed Ordinance related to empty buildings and/or window care and displays, Steve Green, Mayor Pro-Tem**

Mayor Pro-Tem Green said he saw a house that is up for sale and the weeds are terrible. He asked them to bring back positive ideas for January to make sure the building is clean. And maybe we can partner with MainStreet or the Art Council to put things in the windows. City Manager Fuentes said when he was in El Paso, they have purchased picture screens. Why would people stay if we don't care about our properties and our dirty windows? Is it implemented by an ordinance or by meeting with the businesses or realtors. He asked his

Commissioners to think about it, is this a worthwhile project. If anyone has ideas let's talk about them and if we want to move forward let's start a process.

Commissioner Peterson goes along with everything except we don't want a Gestapo, he thinks we need to do something. He would like to see the need for two or three code enforcers and people would get very use to cutting their grass and pulling weeds on a weekly basis instead of having to deal with Code Enforcement truly enforcing. We have codes that says to keep the property in good condition.

Commissioner Clark agrees with everything she's heard and she feels there is a need. The downtown windows need to be done and should look like they are attended to.

Mayor Whitehead said we do need to attend to our downtown area, we have our Centennial coming in June of 2016 and we are hoping in these vacant buildings we can get some Art People to display their art and give some people some History of the Hot Springs. There are windows that need to be cleaned and we may have to look at putting together a project in the Spring to get the ball rolling and get this done. Just like the free day at the dump and clean up downtown.

Mayor Pro-Tem Green said to your point, MainStreet may be the logical partner. It's the downtown that creates part of the GRT and is a major asset with our Hot Springs. Downtown becomes a destination in itself

Commissioner Peterson said if you get an aggressive code enforcement, they will hear all of the complaints compared to trying to clean up private parties and it's a never ending battle and then we are fighting enough fires. If you're not going out 100% on everyone and write people up, we are going to have complaints and they're going to be looking at our stuff. This building is a focal part of the community and they complain to us about it. If we can't keep up our stuff why bother or try with the dirty windows. Get off everything if we can't keep what we take care of in good condition.

City Manager Fuentes had no questions or comments and recommended approval.

**11. Discussion/Action: Resolution No. 20 15/16 supporting the Copper Flat Mine, Juan Fuentes, City Manager**

Item was requested to be removed from this agenda.

**J. REPORTS**

1. **City Manager-** 1) Commissioner Clark asked about our GRT and what led to the downfall in our collection. He reported the GRT's in the City Manager's Association Meeting, is one of our top priorities to see if we can work with the Taxation & Revenue Dept. to be able to provide local entities better information. Many times we don't know if it's accurate or not. Sometimes communities suffer when Tax & Rev comes back and hammers then saying they owe 1 million dollars. We are making that a priority to work with the Governor's Office and Tax & Revenue 2) He recognized our Water & WW crews as it gets colder. They are working hard on water breaks. They go out sometimes in the middle of the night. They do outstanding work! 3) Recognized the Clerk's Office who

did a great job decorating the Evelyn Renfro park. We got a nice complement from one of the neighbors 4) Wished Everybody a Happy Merry Christmas and New Year!

2. **City Attorney – None.**

3. **City Commission**

**Commissioner Peterson** said Steve's got him going now. As a cop if you issue someone a citation, you've got to start somewhere. I always tell them look at the lake you have professional bass fisherman who come in droves and there are still fish out there who haven't been caught. So bare with us, we are trying to get all the fish. It's going to be a fight to try to clean up the city as well as the surrounding areas.

**Commissioner Clark** thanked the Mayor, she feels she took a step in the right direction. If you have 244 cars you really got someone's attention and she feels that's a great start. And we'll have the Chief of Police just go to every house in the city.

**Mayor Whitehead** thanked Linda DeMarino and all who worked on the Old Fashioned Christmas. The lights parade was exciting although there were only ten cars, it was more than she expected. The amount of people who gathered at Evelyn Renfro Park, and Commissioner Green was out there. It was very exciting with all of the activities in town. The Chief of Police and his staff did a fantastic job. Hopefully we can turn this into a bigger Lights Parade in the future. 2) Wished her Fellow Commissioner's, Manager, staff, and everyone a very Happy & Merry Christmas and Happy New Year. Hopefully 2016 will be a great year for us.

**Mayor Pro-Tem Green** announce the Mayor had almost left him speechless. 1) He appreciated Mayor Whitehead coming to the MainStreet Board Meetings and getting involved in the the Old Fashioned Christmas. He thanked the carolers, musicians, dancers, all of the shop keepers who stayed open, Warm Springs Rentals who provided the hayride, Police Dept., Fire Dept., and most important of all he thanked Mrs. Claus for allowing Santa to stay with us for three hours, the Christmas Lights were outstanding 2) wished staff the best of health & happiness for this season and 2016; 3) City Manager following up on Commissioner Peterson's remarks he happened to be out of town by Williamsburg. The Solar Array by Williamsburg. We are leasing that land to Affordable Solar or Kenyan Energy. When we went to look at Silver City's Solar Array, there wasn't a weed inside that fence. That is not the best we can do. He requested the City Manager send a letter of reminder to Affordable Solar and Kenyan Energy that they are responsible to live up to the codes of the city since they are leasing city land. We went in and built a \$1.5 solar array for two reasons, 1) was to save the city money over a 20 year period, and 2) the statement that it makes to people coming into the community that we are forward thinking and progressive. In light of that take a look at the city land that surrounds the solar array. If we decide that is the land we are going to show potential businesses. How can we do that with a straight face and have weeds that are up to his belt line when he walked that property today. He knows that the demand is great for all staff to do a lot of things. But since rainy season is over certainly we can mow that property so it doesn't look like a vacant land that has been left to bloom. If it's part of our present and our future let's set the table and mow the property and clean it up. He has someone coming into the community the first week of January and he's



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showing that area and it doesn't reflect well on us. 4) He wished the best of the New Year to everybody.

Mayor Whitehead asked City Clerk Cantin to give a brief update on the upcoming Election in 2016.

City Clerk Cantin announced Candidate Filing Day is on January 5<sup>th</sup> from 8:00 a.m. to 5:00 p.m. in the Clerk's office. For the first time she will hold a Potential Candidates Training on January 4<sup>th</sup> at 6:00 p.m. here in the Chambers. Candidate Packets are available to be picked up at the City Clerk's office.

**K. ADJOURNMENT**

**Mayor Whitehead moved to adjourn at 8:12 p.m. Mayor Pro-Tem Green seconded the motion. Motion carried unanimously.**

**Passed and Approved this 12<sup>th</sup> day of January, 2016.**

  
Sandra Whitehead, Mayor

ATTEST:

  
Reneé L. Cantin, CMC, City Clerk