

CITY COMMISSION MEETING MINUTES
CITY OF TRUTH OR CONSEQUENCES, NEW MEXICO
City Commission Chambers, 405 W. Third St.
Tuesday, August 9, 2016

A. CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Mayor Steve Green, 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. Steve Green, Mayor
Hon. Sandra Whitehead, Mayor Pro-Tem
Hon. Kathy Clark, Commissioner
Hon. Rolf Hechler, Commissioner

Absent: Hon. Joshua Frankel, Commissioner

Also Present: Juan Fuentes, City Manager
Renee Cantin, City Clerk-Treasurer

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

2. SILENT MEDITATION

Mayor Green called for fifteen seconds of Silent Meditation.

3. PLEDGE OF ALLEGIANCE

Mayor Green called for Commissioner Clark to lead the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Mayor Green asked Items C. for Comments from the Public and Item D. for Response to Public Comment to be moved until after the Presentations on the agenda and to pull Item I.3 Authorizing staff to work on a policy for Subrecipient and Lodger's Tax awards.

Mayor Pro-Tem Whitehead moved to approve the agenda to move Items C. for Comments from the Public and Item D. for Response to Public Comment to be moved until after the Presentations on the agenda and to pull Item I.3 Authorizing staff to work on a policy for Subrecipient and Lodger's Tax awards from the

agenda to be discussed when the whole Commission is in attendance. Commissioner Hechler seconded the motion. Motion carried unanimously.

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

Item was moved and will be discussed after Presentations.

D. RESPONSE TO PUBLIC COMMENTS

Item was moved and will be discussed after Presentations.

E. PRESENTATIONS

1. Presentation of the Girl Scout Gold and Silver Awards "Hydrating Community Youth". Angela Madrid, Presenter

Mayor Green called on Mayor Pro-Tem Whitehead to lead the introduction of the Girl Scouts. Mayor Pro-Tem Whitehead called the Girl Scouts and their troop leader to come forward to give their presentation.

Zena Griego started by saying they are part of the Girl Scout Troop 28685 and they are presenting the beautification project for the Louis Armijo Sports Complex. They have four projects going on. Her project is the planting of over 80 trees, all native to New Mexico and they are planting them to make the place look better and more welcoming and to have some shade. They will also be putting some picnic tables around them. She is working on her Silver Award with Jordan Gurule who is not here today.

Kalista Cates is working on building batting cages so the majors and the minors can increase their batting skills. They are getting their materials from Foxworth and it's going in between the A & B Fields.

Zena presented the fundraiser they are raising money with is a brick fundraiser, they are selling the 4 x 8 bricks for \$55 or two for \$100, and \$150 for an 8" x 8". You can buy one, sponsor a brick in memory of someone, or sponsor someone else. They will be leading up to the water fountain they are also building between the A & B field as well. The water fountain is Karina's project which will be ADA and wheelchair accessible, and also freeze resistant. It will be approximately \$3,000 and it's for the younger children who don't have their water with them and don't have enough money to buy it.

Kalista presented Angel's project to paint a mural on the Eastside of our Main Building. It will have all of the sports that are played at the Sports Complex, it's going to cost approximately \$500. Miss Griego added the total project cost will be approximately \$7,000 and they are raising money and asking for donations from local businesses.

Mayor Pro-Tem Whitehead asked Zena to introduce the girls and the awards they are trying to achieve at this time. Zena reported those working on their Silver Awards are her, Kalista Cates, Angel Garcia, and Jordan Gurule. Karina Gonzales is working on

the Gold Award. The Silver Award is the second highest honor a Girl Scout can earn as a Cadet, and the highest is the Gold Award for Girl Scouts. Mayor Pro-Tem Whitehead thanked and congratulated them. She presented the City of Truth or Consequences Centennial pins to them.

Commissioner Clark thanked them. She was a Cookie Mom years ago and to see that they are taking the initiative to do something so beneficial to our community is amazing.

Mayor Pro-Tem Whitehead thanked them, they were out with the girls on Friday. The girls with their sponsors and parents are working very hard on the ballfield.

Mayor Green asked how the brick sales are coming along. Angela Madrid reported the brick sales are going slow, but people say they are going to purchase one and they are hoping for an influx of sales. Mayor Green asked if they could get the five City Commissioner's names on the 8x8 brick. Mayor Green requested the Commission, City Manager, and City Clerk pitch in for a brick. He thanked them for their energy and he hopes they will come back to Truth or Consequences after they finish college and live here. He asked them to thank the Ladies who could not be here to make the presentation.

2. Presentation of the Cobble and Stones Triathlon. Susan Brandt, Out of the Box Creative Services, LLC/The Cobblestone

Ms. Brandt presented her item. She gave an overview of The Cobblestone. When she retired there was a group of people who wanted a publication that promoted business to business. The sample they gave her didn't include anything that would include businesses, so after working on it the first distribution was in January. It was a single 11 x 14 sheet with four pages and was distributed in 45 places. As of today, the last issue was 14 pages and the next month will probably be 16-18 pages. Next month it's in 120 distribution points all the way from the Texas-New Mexico border, up to Socorro. It's the only Non Sparky's publication. Mayor Green interjected the letter he is looking at is not talking about the business and she is doing an advertisement here. He asked her to talk about the triathlon as she requested.

She is using it to promote the events in Sierra County and in doing that she realized there is really no event from the 4th of July to Labor Day that really attracted people to the area. This is how the idea of the Cobble and Stones Triathlon came about. At that time she wasn't aware the Marina was going to reestablish the traditional Elephant Man Triathlon next year. They are excited about this event because it is a great prelude for their Triathlon. This is a Triathlon for the non-athletic. It promotes both Elephant Butte and T or C. In the morning you start with a non-athletic anything you want Continental Breakfast. The first event will be a 5 Wacky Pass Obstacle Course, which will include things like filling paper bags with sand with a slotted spoon. Those bags will be given to the Friends of the Elephant Butte State Parks for a jumpstart for their Luminaria Walk. The second task will be taking water from a trough and putting it into a half ounce salsa jar. The third task will be chewing a piece of Hubba Bubba bubble gum until you can

get a bubble. The two other tasks are to be determined. Then it will move on to anything that can float boat race that will probably go from here to the parking lot and back. Then that evening they are proposing a 5 lap backwards marathon around the Healing Waters Plaza. It will be held on Art Hop Saturday so businesses should already be open and we are not asking them for an extra commitment. It's bringing people downtown. The marathon will be held at 6:00 p.m. and the awards ceremony at 8:00 p.m. That way between the event and the awards ceremony it will give people an opportunity to look around. There will be a Family Category, a Duo Category where two people enter and we take the best score of each one. Then there will be an individual Category.

There will be cash prizes awarded for the top three and bottom three winners in each category. The evening before there will be a Salad and Sandwich buffet. Then the next morning there will be the unhealthy continental breakfast with gigantic cinnamon rolls muffins and all of that good stuff. Then each participant will receive in their goody bag a \$15 dining certificate to participating restaurants. This gets people doing business with the restaurants that are here and trying one they may have never been into. There will be a T-Shirt or Tank Top of their choice. She has already talked to Geronimo Springs Visitor's Center who will put the Goody Bags together for us. She has already talked to the Chief of Police about managing the traffic in the area during the marathon; Sierra Vista Hospital for standby ambulance service; T or C Chamber of Commerce; Elephant Butte State Park. They will be promoting it during the County Fair and over Labor Day weekend and other Visitor's Center's around the area and New Mexico True. She is asking for approval to use the one block area downtown.

Mayor Green thanked her for doing all of the work to bring people to our community. We certainly need some quality events in our area. Her let her know they cannot take a vote today but they can encourage staff to put it back on the agenda so they can move forward. He asked if she was a nonprofit organization. Ms. Brandt responded she is not a nonprofit, but this is not a money making event. It's more of a community service event. There is an entry fee of \$65 and for children it will be \$50 and you can enter more than one category and the second category is \$30. The entry fees will go to prizes, T-Shirts, meals, awards, and props to do the events. Mayor Green suggested she might run the event through Ms. Kim Skinner who is the chair of the Tourism Board. Ms. Brandt added Ms. Skinner as at the Elephant Butte meeting when she was there.

Mayor Green clarified she didn't want to use the Healing Waters Plaza itself, just the area around the plaza. Ms. Brandt said if it's acceptable to the Commission to use the Plaza, they would hold the awards ceremony there to bring people to the downtown area. If that's an unacceptable option, she does have other volunteers who have offered their location. She asked if the general consensus was for support. Mayor Green notified her it's not on the agenda as an action item so they cannot take action. But he would be encouraged about the event.

3. Presentation on new City Website. Melissa Torres, Finance Director & Bob Hupp Info. Systems

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

Finance Director Torres began by thanking the Commission for the opportunity to share the fresher, cleaner look of the updated website. It's easier to navigate and easier on the eyes. She asked Bob Hupp, Information Systems to demonstrate the new website features.

Mr. Bob Hupp said first of all, the credit to this website goes to a lot of people who were part of the committee formed to effectively do the design to determine how it should look and what it should do. We tried to take the best of everything that we saw. It took longer than we initially planned. The intent was to try and get this up as fast as possible. The estimated schedule was between three months and one year and he has to admit it's very much closer to the one year. The intent was to make it easier for various departments to take responsibility for their own pages, as well as, him or the web designer to be a bottleneck in getting items to the website. The intent was also to make interactions with the city a bit more obvious.

He continued with an overview of the website using an example of the City Clerk's office who issues Pet Licenses. If you didn't know that was done by the City Clerk, how would you know. One of the new features is the dedicated "I want to" on the home page. It will give you a synopsis of what you need to do and what you need to bring. One of the most commonly hit pages on the old website was to Commission Meeting Agenda's & Videos. Because of storage restraints we were not able to keep the packets up for more than the last meeting and as of now, we have a single consolidated place for all Commission Agenda, Packets, and Videos. This will now be maintained by the City Clerk's Office without having to do much other than posting. The City Clerk has taken the responsibility for that, as well as, the City's Home Page and Calendar, including News and Public Events. One of the issues that came up is the photos on the front page are not exactly appealing and they will be replaced. The photos on there now are place holders so we can get the website up. One of the ongoing activities is to solicit pictures from the public to showcase on the City Website. We will establish the criteria of what we want to put up. He added one of the things we have not put on yet, is a City Feedback Center to report potholes, full dumpsters, street light is out, stray animals, etc. That list will be sent directly to correct department by email and will be tracked. We are still collecting input from departments as to the most common requests they receive.

Overall this has been a successful project, it's not complete but we can still add new features, information, and photos. The intent to make it more accessible has definitely been met.

Commissioner Clark said she was part of the initial committee and just recognizing the extent of work that needed to be done to make this website is extraordinary. Mr. Hupp responded all of them underestimated the working involved to get it done. Commissioner Clark continued, this is so much better than the old site and she thanked him for following through with this. It is saying a message to our community that we are trying.

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

Mr. Hupp added the website is also now mobile friendly which it was not before, so you can look on your tablet and on your phone.

Commissioner Hechler commended Mr. Hupp for his work so far. It's been easy for his work as a Commissioner. He asked for an idea on the completion and the timeline of what that might be. Mr. Hupp responded as far as the completion, we have been working on establishing criteria, qualifications, and review committees, etc. to handle submitted photos. He has been working with the City Clerk to put that together. He is also working with the department heads to come up with a consolidated list of the reports they deal with. He hopes to turn that over to Revize to add in next week. It should not take them more than a week to turn that around to an operating Citizen Request Center.

Commissioner Hechler said if someone wants to access the information for the Airport or Golf Course it's there. Mr. Hupp confirmed. Commissioner Hechler asked if those two entities update their own pages now. Mr. Hupp said they can update their own pages now. He has not created the login for the Airport yet because he's not sure who to assign it to.

Mayor Green commented to his team and those involved he admires the energy and the hard work they put into this. It's a critical doorway to our community. He has one concern about the citizens being able to send in information through the website. He asked if that is something the citizens do on their own or do they send it to the Clerk's Office. He's concerned that needs to be monitored. He doesn't want someone to use the website as a rant and rave mechanism to attack staff. He fought for free speech and public comment for years but he is asking what safeguards we have for this.

Mr. Hupp responded he thinks there is a misconception as to how the Citizen Feedback section works. What happens is there is a form that is brought up similar to the contact form and it will have a box where you would put the name, the topic or subject, and contact information so it could be routed to the correct Department to respond. It won't be posted to the website. These requests are tracked and as part of the implementation they will set a duration it will have to be responded to. A return email will be sent to the requestor letting them know how or when the problem will be addressed including a schedule if possible. They will get a response back from the city and if they don't the next person will get a notification of the request so it can be responded to.

City Clerk Cantin added it would work the same way as it does now when someone calls the City, it goes to the Clerk's office and we take the information and distribute to the appropriate department and we keep track of the follow up. We are already doing it and it would work the same way with the feedback on the website.

Commissioner Clark is understanding these comments won't be posted on the website, they will just go to the correct department. Mr. Hupp confirmed that's correct. A report

can be produced saying how many were for each department. Commissioner Clark then asked what staff would do with the nonsensical comments.

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

Mayor Green 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.

Mr. Randy Ashbaugh addressed the Commission related to:

1) He turned in an application to join the Public Utility Advisory Board. He stated he will be a constructive member of the board, he will not be there to rant and rave. He also doesn't send emails so he won't use the city system much. He knows he has a constitutional right to be silent but it's pretty hard for him to do that. He wants the board to know that he will be very constructive and look at the impact fees going in the right direction. He would hate to see them canceled. He knows the VA is going to pay \$200,000, and he hopes that money could be used to look at the expansion of facilities. Believe it or not this town is going to grow. We have the hospital coming on the mine we have new positions coming in and no place for them to live. To his knowledge there is not one single house being built in the city limits. We really need to look at the expansion and work needs to be done to our infrastructure including water and sewer lines up Kopra Street. He is aware of one individual from California who owns a large chunk of property there. He feels if we helped him there he has the means to do some development work. He has a lot of experience in development and utilities. He has put utilities in Anthony, Las Cruces, and here. He appreciates their consideration.

Linda DeMarino and Sazi Marri, MainStreet Truth or Consequences addressed the Commission related to:

1) They are well on their way with the Business Development Series which was partially funded by the USDA Grant. This morning they had a Business Breakfast at Latitude 33 about using online retail to help supplement your business. They had about 15 people and the breakfast was really amazing. Also coming up some of the trainings include marketing, cyber security using Facebook, and customer service. We had a really good core group of business owners and they are really pleased. This past week we had a lady named Amy Meadows who flew in from Chicago to do visual merchandising about what does the front of your store say and what does your window and signage say. She also did private consultations on the second day. Five of the businesses in town took that and we got really good responses for those who participated.

2) City Website. She knows there is a lot of work to put a website together. Sazi has been working on our MainStreet website. She feels our website would be a good website for a place that is not a tourist destination. As it sits now it's a good part of what is city website should look like. She says this because of training she has attended. She feels it should reflect a tourist designation because it is one. She referred to www.denver.org and Grass Valley, California. They do a really good job in showing the tourist information and if you want municipal stuff it's over here. People are going to

Google T or C and the first thing that's going to come up is the City of T or C. She suggested we gear the landing page a little more to make it attractive for tourists. That is just her suggestion to help tourism.

John Masterson, lives on 5th addressed the Commission related to:

- 1) He congratulated Mr. Bob Hupp for the launch of the new website. The first part of his career was in web designing and he offered assistance in helping if needed.
- 2) The Microbrewery is moving ahead, they are working on finding Electrical, Mechanical Engineers so they can get the technical side of this right. Once that's done there will be permits and construction and everything. He just wanted to reassure the commission and everyone that everything is a go. Everything just takes longer and costs more than we wanted.

Mayor Green thanked him for his offer to help.

D. RESPONSE TO PUBLIC COMMENTS

Commissioner Clark hears exactly what Linda is saying and Bob is looking for some information on Tourism for the Home Page. She asked if Linda knew some people who have ideas of what we can do to get the right photographs or anything that could be presented to Bob. She is sure he would be grateful. She thanked Mr. Masterson for his offer to help. There might be some input we missed she appreciates that.

Mayor Green appreciates the timeline for the website and involving the public and the Commission and staff members. He appreciates some having an open mind and moving forward with this

F. CONSENT CALENDAR

1. City Commission Workshop Minutes, July 19, 2016
2. City Commission Regular Minutes, July 26, 2016
3. Accounts Payable, July 2016
4. Approve an MOU Agreement with the Truth or Consequences School District for a School Resource Officer

Mayor Pro-Tem Whitehead moved to approve the Consent Calendar including the City Commission Workshop Minutes for July 19, 2016; the City Commission Regular Minutes for July 26, 2016; the Accounts Payable for July 2016; and Approval of an MOU Agreement with the Truth or Consequences School District for a School Resource Officer. Commissioner Hechler seconded the motion. Commissioner Clark abstained from the vote because she didn't get the information in her packet and she wasn't able to read it. Motion carried with a vote of 3-0-1.

G. PUBLIC HEARINGS

1. Public Hearing/Discussion/Input: Infrastructure Capital Improvement Plan (ICIP) for 2018-2022. Juan Fuentes, City Manager

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

City Manager Fuentes gave an overview of the process and what the Infrastructure Capital Improvement Plan is for. It's a five year plan which Counties and Municipalities are required to submit to the state. Funding is limited so this plan helps them see what the priorities are for each entity. Infrastructure and Economic Development go hand in hand. Some of the available funding sources include: Capital Outlay State Appropriations; Community Development Block Grant; USDA (Phase 2a & b for Water); Colonias (we have two awards for Phase 2 of the Wastewater Treatment Plant); Water Trust Board; Aging & Long Term Services; New Mexico Finance Authority (loans); and Private Placement Financing (Solid Waste Collection Center). Some of the comments and input from the public include: addressing the flooding issue downtown; roads to be paved; and sidewalks. Those are all things that can be added.

Some of the projects we addressed for Fiscal Year 2016 were: Airport Access Road; Airport Runway 1331; and Landfill Closure (we are finalizing). We did those critical plans that funding agencies require which are: The Water System PER; Asset Management Plan; Electrical System PER Asset Management Plan; Turtleback Mountain Landfill Property that was finally acquired; The Steel Pole installation; and the Electrical System Testing and Inspection. Some of the projects from last year include the Regional Public Safety Project; the Water/Wastewater Line Replacement; Electrical Main Feeder upgrade; the Construction and Demolition Landfill; the Healing Waters Plaza; a Regional Dispatch Center; Wastewater Treatment Plant renovations; a multipurpose Recreation Complex; Dog Park; Civic Center Improvements and renovations; Citywide Broadband; and Pole replacement program. Some of these projects we have been able to work on from last year's list.

Now it's time to reprioritize the projects and get public input. This is our wish list and it's also the policy and direction to staff to say what our priorities are. We are looking at this time for feedback and suggestions for projects. At the next meeting we will discuss prioritizing the projects, this list will have to be adopted by Resolution and will be uploaded to the states website system.

Comments from the Public and Input as to where the dollars should be spent. They asked for the list to be posted.

Klaus Wittern is surprised there is no mention of Flood Mitigation on the list. It is a very important component to be addressed in particular in relationship to the water improvements that are contemplated. As significant amount of construction will involve the downtown area which is principally a flood problems that are significant because it involves streets owned by the state. In his opinion it's absolutely essential to have a plan to deal with the Flood Mitigation. We need to have either a preliminary plan or the engineers need to address it so their plans can be coordinated with a plan for flood mitigation. That has been a continuing decade long problem in the city. Mayor Green stated we had under 2018 the Storm Drainage improvements downtown.

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

Linda DeMarino can't see all of the list, and she cannot see the MRA Projects like sidewalks and way finding signs that were voted on and she's not sure they are reflected on there. Mayor Pro-Tem Whitehead said the sidewalks is on the list. Mrs. DeMarino just wanted to make sure those got on there.

Mayor Green pointed out they had a meeting at MainStreet and there was a representative from Santa Fe that was down and they said the Governor is looking for Legacy Projects that seems to be the general feeling in Santa Fe. So they may not fund things like sidewalks.

Mayor Pro-Tem Whitehead asked the Mayor to read the list. Mayor Green read the list that is part of the agenda packet.

John Masterson feels like he has heard one possibility that when some wastewater work is done the electric lines will be worked on as well. So we don't have power lines everywhere. He thinks that would go a long way towards the beautification downtown.

George Szigeti expanded on Mr. Wittern's comments. We really do need a citywide drainage plan. Many of the downtown problems are the result of the water draining into downtown from other areas. Under Mayor Mulcahy we had a study done of possible ways to mitigate the storm water runoff issues. That is something that needs to be included in the plan. There are a lot of diversions and detentions that can be done and he thinks it should be part of a plan that can go with street and curb plans. Others would have to be done specifically with drainage and runoff control.

Klaus Wittern believes the Commission should rethink the ownership of the state streets in the downtown area. He thinks there is a direct conflict with the repurposing of downtown as being a destination. State Streets are high volume through traffic purposes and they do not contribute to the downtown revitalization. He mentioned the intersection of Foch & Main Street which is a highly unfortunate circumstance that needs to be resolved. If you took 3rd Street through and it crossed Date by the Library and extend it over the hill and tie it back into Bullocks, you could probably encourage the State to build it and turn the downtown streets over to the city. It would encourage improvements but not so far to cut off the traffic.

Commissioner Clark said as everyone knows, she owns a business on Broadway which she refers to as Lake Charles when it rains. In 1998 we repaved downtown and when it was paved storm drainage was not included. As a result of that the contractor went back and put some holes in Broadway to help drainage. There are two places on Foch St. and Foch is one of the big problems when it rains. There are two big walls on Foch, one by her house and one across the Street. We have an ICIP here and she feels if we are going to redo the water lines downtown, we need to have the storm drainage and the telecommunication lines all done at the same time. Some of the storm drains are Hot Springs Water and if there is a possibility to expand those we should. She feels we need to have a composite request if we are going to do something, do it all together at the same time and properly.

Mayor Green added this will be on the next Commission meeting for a vote. City Manager Fuentes added they will make a presentation from staff to adopt by resolution at the next meeting. Mayor Green thanked him and thanked him for involving staff.

H. ORDINANCES, RESOLUTION, & ZONING

1. Discussion/Action: Resolution No. 05 16/17 urging the State of New Mexico Department of Transportation to install a working traffic light at the intersection of New School Rd. and Date St. Rolf Hechler, Commissioner

Commissioner Hechler stated in response to concerns from our citizens in regards to the number of traffic accidents on N. Date Street He asked Police Chief Alirez to prepare statistics of the number of accidents that have occurred between Marie Street and New School Road where they intersect at Date. In the last 3 ½ years, there were a total of 35 accidents in this corridor with the most accidents (12) at New School Road and Date St.. Recognizing this intersection is actually a State Highway; the NMDOT is responsible for this intersection. In an effort to bring attention to the NMDOT the number of accidents we have had in this location and the desire to have a traffic control device installed there he asked the Commission to support Resolution No. 05 16/17. If approved, this Resolution can be used in combination with other initiatives to identify our concerns to the NMDOT and to ask them to re-prioritize their project list and install a traffic control device at this intersection sooner than originally planned. He thanked the Commission for the opportunity to make this presentation.

Commissioner Clark commented it is protection for our kids because that is where they come out from the school onto Date St. She can't thank Commissioner Hechler enough for taking this initiative.

Mayor Green appreciates him realizing the need for something and moving forward on it. Last year Mayor Pro-Tem Whitehead attended the Mayor's Conference and he will attend this year, the Guest Speaker is NMDOT Cabinet Secretary Church. He would like to have the following to bring to him. He would like the same resolution to be presented to Elephant Butte, Williamsburg, and the County to get approved. We also need to send it to the following people: The District 1 Director in Deming; Senator John Arthur Smith; both Candidates running for Representative Dianne Hamilton's seat before September 15th he would like to take them with him.

Commissioner Clark moved to approve Resolution No. 05 16/17 urging the State of New Mexico Department of Transportation to install a working traffic light at the intersection of New School Rd. and Date St. She added that we reach out to the organizations mentioned by the Mayor. Mayor Pro-Tem Whitehead seconded the motion. Motion carried unanimously.

I. NEW BUSINESS

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

1. Discussion/Action: Acceptance of donation of property to the city by Catherine and Marcia Burford and authorization to pay the outstanding taxes. Juan Fuentes, City Manager

City Manager Fuentes said in your packets you have the draft Quit Claim deeds. Marcia and Cathie Burford approached the city about a year and a half ago with their desire to donate the property. Their only request was for the city to use it as a park. There could also be the possibility of selling it to use for improvements to one of our existing parks. Both have agreed to that as well, as long as we recognize the husbands name by a plaque in the park that is renovated. You have a letter from Brad Springer and there are some outstanding taxes that need to be paid with the agreement the city will pay the outstanding taxes. There is still some work that needs to be done if the Commission desires to sell the property, we will make sure we have the title before we do that. The item before you is for acceptance and the authorization to pay the outstanding questions. The City Attorney Brad Springer is standing by in case we have any questions for him.

Commissioner Clark asked if this is the property out on Third St., in that direction. City Manager Juan Fuentes confirmed. Commissioner Clark then asked how quickly this property is turned over and how we can sell it to turn over to parks. The question is how many parks can we take care of. We already have so many and if we are going to sit on this property and pay the taxes ourselves do we really want this piece of property.

City Manager Fuentes responded the outstanding taxes that are owed is just what is owed at this time. Once it becomes city property, the city does not pay taxes. He added once we obtain the property, we would work on disposing of it. He believes the Commission's desire was not necessarily to create another park. But to use the proceeds to improve existing parks.

Mayor Green said it would be a little bit more than \$1,200 because there will be additional taxes moving forward. He asked City Manager Juan Fuentes if it would be fair to say moving forward we would come in under \$2,000 for the tax bill. City Manager Juan Fuentes confirmed that is correct. Mayor Green added so anything the city owns, we don't pay property tax at all.

Mayor Pro-Tem Whitehead expressed some concerns about what it might cost to renovate the property to sell it and then are we going to make our money back. Is it a wash situation or a waste of time to obtain this property? She asked if this is something we can afford to do and hold onto.

City Manager Fuentes thinks with the direction from the Commission, we have already spent legal fees to get these Deeds done. There is still work to be done but he can't tell her what the cost will be. Right now the market isn't that great, but we can hopefully break even or have some extra to make improvements to the parks.

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

Mayor Pro-Tem Whitehead asked if know what the value of the property is. City Manager Juan Fuentes did not know that information. Mayor Pro-Tem Whitehead asked if we could acquire that information on the value and taxes, including any maintenance and renovation required before we sell it. And how much we can make from selling the property. City Manager Juan Fuentes said he can gather the information as to what the property is being assessed at by the Assessor's and some information on what it's cost us and get an estimate.

Commissioner Clark agreed Mayor Pro-Tem Whitehead that it would be good to have an assessment of the property and the current taxes before we accept the generous offer. Being that Mayor Pro-Tem Whitehead has been in that field for 20 years her comments are well received.

Mayor Green read part of the Attorney's letter where he stated Mrs. Burford has indicated that time is of the essence. He said what he is hearing, they would like more information and put it on the next agenda.

Commissioner Clark moved to postponed the decision to the next meeting with the understanding we will have more information gathered from the County Clerk's Office and possibly and evaluation from a Real Estate person. Mayor Pro-Tem Whitehead seconded the motion. Motion carried unanimously.

2. Discussion/Action: Consideration of Matthew 25 Subrecipient Grant Application. Steve Green, Mayor

Mayor Green gave an overview to Commissioner Clark where we awarded part of the money and left \$6,000 for the appropriation by the Governing Body. Because of the death of Susie Swope, they did not meet the deadline to turn in the application.

Ann Whitney is a volunteer and one of her jobs is grant writing. He introduced the new Executive Director Dawn Jenson. She was here last month to ask for forbearance for their late submission for all of the reasons that Steve said plus the fact that nobody checked the email and she was out of town. It was a perfect storm of events that caused this problem in submitting the application. They have submitted the application with over 20 letters of support from community members suggesting that this is a one time thing. In the last couple of months since Susie's death we have strengthened our board, and are actively working on bylaws and policies and procedures to put into place to make sure this kind of thing won't happen again. We have closed the cracks that we all fell through in April, May and into June. We have a very experienced New Director and she will let Dawn talk about her experience. Then plan to present good information to the Commission in the future.

Dawn Jenson has been running a Food Pantry for ten years in Illinois. She kept it running and it was very busy. So when the offer came to her here to run this one, she wanted to take it on. She's going on strong with it and making a few changes where she can get more food for less money with the knowledge she has from back home. It's

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

exciting to see they have already picked up a little more food and made some little changes. She hopes to be doing it for several years and it was one of her main reasons for coming here. She was visiting here and working at Matthew 25 on her vacations, when she couldn't sit still. So she got to know everybody before she moved her and it looks like it's going to be a stable place. Ann Whitney added Dawn works about 40 hours per week and we are a totally volunteer organization. There are no paid positions, people use their personal vehicles to deliver food to shut-ins once a month and to pick up food three or four times a week and do not receive any gas reimbursement. The fact that someone is willing to leave a paying job, which Dawn did, to take on the Directorship as a 40 hour a week plus volunteer position is an indication of the strength of her commitment.

Commissioner Clark read the information that was included in some of the support letters. In the letter from the Chief, he stated they serve 18.5% of our population. 13 people are volunteers, Ann corrected that saying they have 37 volunteers. Commissioner Clark has personally donated to Matthew 25 herself. It's terrible that Susie Swope died and it was during that time when the application should have been turned in. She feels they should not be punished for that.

Mayor Green had one question and a statement. There is not enough thanks for organizations like yours. What they do on a shoestring budget for this community, there are not enough words to say thank you. His question is, is there an Angel because \$519 was for the whole year for utilities. He knows they have over 9 refrigerators and freezers there. Ms. Whitney said that's not for a whole year. They had no way of knowing the very private and quiet financial support they were receiving from Ms. Swope. People would walk into the utility office and they had no way of tracking or even knowing it. The utility bills were being paid by Susie Swope and her friend Shirley Bonds who was also killed in the accident. On the newest P & L they just paid a \$568 utility bill to the city for one month. They will have to continue to pay the utility bills. They are working on keeping track of the donations and making sure it funnels through their bookkeeping system. They can bring them and earmark them for utilities or for food. Even though it's a wonderful idea, we have no way to track to see what is being paid. We have a new system where anyone who donates will get a receipt and a thank you letter. People can choose to be anonymous, but it needs to funnel through the bookkeeping system. The reality is that we are finding that since Susie's death, we are finding there were substantial contributions that were being made that we are now having to make up for. That makes this grant even more critical. Mayor Green thanked her for the explanation.

Commissioner Clark said if she remembers correctly they were awarded \$6,000 last year. Mayor Green confirmed that.

Mayor Green moved to graciously accept the Matthew 25 application for the Subrecipient Grant in the amount of \$6,000. Commissioner Clark asked since this is August and the grant normally goes July 1st through June 30th, is it appropriate to go through this point. City Manager Fuentes added it's at the discretion of the Commission

CITY COMMISSION AUGUST 9, 2016 REGULAR MEETING MINUTES

as to whether to allocate the full funding or prorate it. It would be a policy decision of the Commission.

Mayor Green he stated as he moved before, for the award of the 2016-2107 subrecipient grant for \$6,000 and they would be held accountable to the reporting dates that we do for the other recipients. Commissioner Clark seconded the motion. Motion carried unanimously.

3. Discussion/Action: Authorizing staff to work on a Policy for late application submittals and quarterly reports for Subrecipient Grants & Lodger's Tax awards. Steve Green, Mayor

Removed from the agenda to be added to the last meeting in August.

4. Discussion/Action: City participation with MainStreet Truth or Consequences and the NM Veterans home for producing the Car Show event in November. Steve Green, Mayor

Mayor Green said he will be voting on this agenda item, he is not a voting member of MainStreet. He added the Veteran's Center could not produce this event this year. He feels it would be a tremendous hit for our Veteran's and for our Tourists and citizens. MainStreet has also partnered with the Veterans home in producing a Sock Hop dance at night time which hopefully kept people in overnight in our community. When we heard this he and Commissioner Frankel, and Linda met with them to see how we could save the event and make them comfortable with the event as well. Mainstreet has been caught in a little of a surprise because with their Lodger's Tax from the city, this idea of coproducing the Car Show was never on their agenda at all.

Linda DeMarino said this is actually the 20th year of the car show and they cannot hold this event this year. We think it's a really important thing. They had over 219 cars last year. With all of the people that come with their cars, and those who come for the event, in addition to the Veteran's that look forward to this event all year. We've heard there are Veterans who look forward to this more than any other event including Christmas. This isn't anything we have been awarded funding for, but we feel it's important to continue. They are letting the Veteran's Staff take the lead in the planning. They have specific places where they spend money for advertising. She named a few. They are asking for \$1,000 to help pay for the advertising and posters and printing. They are really behind the ball at this point, Elephant Butte had already allocated their money and she is not sure about the County. She feels the advertising will be about \$2,000 and they are only asking for \$1,000. Linda added the other issue was insurance and the Veteran's Home requires them to list them as the additional insured.

Commissioner Clark asked about the insurance. City Manager Fuentes said staff is working on the possibility of adding this to our insurance for the event.

Mayor Green said this car show has always been held the first weekend in November and Veteran's Day is the weekend after. Commissioner Clark said this Car Show has been really great and she appreciates MainStreet stepping up to keep it going. She would hate to see us lose another event in the city. We are trying to add onto them, not lose them. Mayor Green agreed and at the initial meeting with Ms. Rundell, he believed this would be an ongoing partnership with MainStreet and possibly the city. We can save it and keep it in our community. It was Linda's idea at that initial meeting to have the Registration around the Healing Water's Plaza so we would have the opportunity to come downtown and we can give them information and do some marketing.

Ms. DeMarino said they have tried to include a hotel's list and set up so there will be shuttles from the car show to downtown to come shop and eat and to encourage them to stay.

Commissioner Clark asked if we have funding available in our Lodger's Tax Budget. City Manager Fuentes said we do have funding whether it's in the ending cash balance or within the budget to assist with this project. Mayor Green added he has put in a request for a city van and on that day, he volunteered to be a driver.

Mayor Green moved to approve for the city to partner with MainStreet Truth or Consequences and the Veteran's Home and to give \$1,000 of Lodger's Tax for the advertising and to cover the insurance under the City's blanket policy. Mayor Pro-Tem Whitehead seconded the motion. Motion carried unanimously.

5. Discussion/Action: Evaluation Process and Timeline for City Manager Evaluation and Contract Renewal. Steve Green, Mayor

Mayor Green has presented a potential timeline for this to happen. There is not going to be a lot of money in Capital Outlay and we may even have a Special Session. Commissioner Hechler has volunteered and stepped up to the plate big time in putting together an evaluation process that would be open and transparent and fair. He would like to move on that as quickly as possible. His contract is up on the 25th of October and this is his suggested timeline for the City Manager evaluation. Which includes getting all of the paperwork back to Commissioner Hechler on or before August 16th, and that would come back for Executive Session on Tuesday, August 23rd, and on Tuesday, September 13th he would like the contract renewal discussion to be on the agenda. If any of the Commissioners are not going to be here for any particular reason, they could call a Special Meeting so they can all be here.

Commissioner Clark asked Commissioner Hechler if he likes the Mayor's timeline. Commissioner Hechler said he is fine with the timeline and wants to make sure the Commission is completely comfortable to the process. He knows Commissioner Clark had some concerns with the evaluation and he would like to get with her before that date to work on the changes before the distribution to the Commission. He will make the final presentation to the Commission in Executive Session.

The International City Managers Association Handbook is the source he used to develop this evaluation recommends the evaluation to be done at the least busy time of the year avoiding budget prep and the election season, and he feels we've done that. The schedule should also allow adequate time for newly elected Commissioners to become familiar with the CM's performance. He feels we have done that.

Mayor Green asked Commissioner Hechler if he would have the opportunity to meet with Commissioner Clark to make the changes and get the evaluations distributed and returned in a timely fashion to Commissioner Hechler's mailbox in a sealed envelope in the Clerk's Office. Commissioner Hechler agreed that can be done. Mayor Green added he believes time is of the essence. He will need to have everything put together for the next Commission meeting.

Commissioner Hechler moved to approve the evaluation process and timeline for City Manager as proposed by Mayor Green which is Tuesday, August 16th, Commissioner's complete and submit evaluations to Commissioner Hechler; Tuesday, August 23rd Commission Meeting, schedule evaluation for Executive Session; then Tuesday, September 13th Commission Meeting have contract review and approval if the evaluations are done. Commissioner Clark had a question about the 16th and if they should meet by then. Commissioner Hechler added he would meet before then so the evaluations can be formalized and distributed to the Commission. Commissioner Clark seconded the motion. Mayor Green asked for a hard copy to be put in their boxes as soon as possible and he asked the Commission to put the final documents in a sealed envelope in Commissioner Hechler's box. Motion carried unanimously.

J. REPORTS

1. City Manager

He reported during the Water Trust Board Application Workshop one of the categories they can apply for is Flood Prevention. He is working with Traci on this and it will be on their radar and will be brought to the Commission.

2. City Commission

Mayor Pro-Tem Whitehead wanted to publicly recognize her son Trevor Whitehead who assisted in the rescue of a lady and her dog. At about 10:00 in the afternoon on Sunday her son was involved in an extrication on East Riverside Dr. where someone rolled off into the river. He was approximately the first person on scene and jumped in the river and swam across and helped the elderly lady in the vehicle and her extra-large dog. All were moved safely and brought to shore. It was very exciting and she is very proud of her son.

Commissioner Clark requested the staff who are attending the meetings be acknowledged. She sees the same people all of the time and she appreciates them attending. She appreciates the City Clerk, City Manager, and Police Chief.

Mayor Green added the name of the lady who was saved who is a volunteer for the SET Program, work for MainStreet and also worked for the Bountiful Alliance for years. And that dog she had was one big dog.

Mayor Green congratulated Andy and Traci who attended the Recycling Coalition who will be holding there Recycling Course on December 6th-8th at the Civic Center. Maximum attendees between 35-40 which means a lot of these folks will be coming in on Monday with three days of Heads in Beds. The Recycling Committee will hold a Meet & Greet at Grapes Gallery. He knows Linda is working with Traci to see what Lodging establishments will give discounts and free soaks and such. This is where we can shine and show these people a great time. He was informed even if you take the course and pass the course, you have to take it every two years. We were also approached by Jesse McKenzie who owns Bella Luca. She has offered up the use of another one of our recycling trailers. He thanked Andy for bringing that aboard. We will go live with that next coming Monday. They met with her to see where the trailer will be positioned so it doesn't interfere with their business. Now we have a trailer at SJOA, in front of Bullocks, and now one by Café Bella Luca on Jones St. We are blanketing downtown to make it easier for our citizens.

Sonya and her department sent out the Utility Bills on time. He thanked the Utility Department and Sonya. He would like the Commission to think about doing a workshop. He was approached by Frances Luna, the Vice Chair of the County who would like to speak to us about the Rodeo with the County and Mr. E.D. Edwards who works at the Armendariz Ranch and produces Rodeo's. He can tell us what we need to do to put us in the League like Socorro who has spent oodles of dollars on a covered arena with RV Parking lots. We would like to position ourselves so we can be part of that circuit of Rodeos. He is thinking maybe we can partner with some other entities to put money aside for this. Young adults are not going to drive themselves, they are coming with parents. At the last rodeo he went around and talked to about 30-40 people of the 68 trailers that were there and a lot of people are staying in our motels and going to our restaurants. Let's become a player in this.

K. EXECUTIVE SESSION

1. Threatened or Pending Litigation (217 N. Date St.) *Pursuant to 10-15-1(H.7)*

Mayor Pro-Tem Whitehead moved to approve going into Executive Session at 11:25 a.m. to discuss Threatened or Pending Litigation (217 N. Date St.) pursuant to 10-15-1(H)7. Commissioner Clark seconded the motion. Roll call vote was taken by the Clerk. Motion carried unanimously.

Mayor Green stated that the Commission was now in Open Session at 11:55 a.m.

Mayor Pro-Tem Whitehead certified that only matters pertaining to Threatened or Pending Litigation (217 N. Date St.) pursuant to 10-15-1(H)7 was discussed in Executive Session and no action was taken.

Mayor Pro-Tem Whitehead moved to authorize the City Manager and staff to draft the release of lien for 217 N. Date St. as noted and documented by our attorney City Attorney Springer Spencer. Commissioner Clark seconded the motion. Motion carried unanimously.

2. ADJOURNMENT



Mayor Green adjourned the meeting at 11:56 a.m.

Passed and Approved this 13th day of September, 2016



Steven Green, Mayor

ATTEST:



Renee L. Cantin, CMC, City Clerk