

**MINUTES OF CITY COUNCIL MEETING AND  
CITY COUNCIL WORKSHOP  
ARTESIA, NEW MEXICO  
July 27, 2018**

The City Council of the City of Artesia, New Mexico met at the Public Safety Complex, at 3300 W. Main St, Artesia, New Mexico on Friday, July 27<sup>th</sup>, 2018 with Mayor Raye Miller presiding, and the following present to wit:

Kent Bratcher	Bill Rogers
Terry Hill	George Mullen
Jeff Youtsey	Manuel Madrid Jr.
Raul Rodriguez	

The following were absent:  
Mayor Pro tem Luis Florez

Also present:  
Aubrey Hobson, City Clerk  
Kaye Kiper, Municipal Judge

**Determination as to whether quorum present**

Mayor Miller determined that a quorum was present.

**Opening remarks from Participants**

Each participant expressed their expectations for the retreat. Council expressed interest in the differences between this year's meeting and last year's. Participants stated that they really looked forward to the discussions.

**Public Safety - Police Department**

**Police Department overview**

Chief Kirk Roberts gave an overview of the programs under the Police Department, including Animal Control, Community Outreach, Stats and crime reports. Chief Roberts also discussed the status of the Police Department and ways to continue striving for excellence.

**Aquatic Center**

Mayor Raye Miller asked if anyone has questions for Sandra Borges regarding the Aquatic Center. Mayor Miller and Sandra Borges discussed the memorandum of understanding from the Yates Farms to the Aquatic Center.

**Public Safety - Police Department**

**Vision for the future (staffing and scheduling)**

Chief Kirk Roberts proposed to the Council a ten (10) hour, four (4) day work week for the Police Officers. He stated if the schedule would change as suggested, there will be eight (8) new positions needing to be filled. Chief Roberts also discussed the Police Officers pay scale.

#### Fleet status and outlook regarding increases in repair spending

Chief Roberts discussed the condition of the current fleet vehicles, as well as the maintenance requirements and the possibility of the purchase of four (4) new vehicles and equipment. He proposed to reevaluate the take home vehicle policy for Police Officers.

#### Traffic trailer to be shared by Police and Infrastructure

Chief Kirk Roberts proposed to purchase a Radar Speed sign/trailer, the total cost is \$12,549.

#### Command Staff Development

Chief Kirk Roberts would like to implement a training schedule and program for the Command Staff. Chief Roberts also proposed to send two Commander's to Rio Rancho for training for a total cost of \$18,000. Chief Roberts was directed to discuss this with the Police and Fire committee as well as the vehicle take home policy.

#### **Public Safety - Fire Department**

##### Fire Department Vision

Chief Kevin Hope proposed a ground service enhancement plan. Chief Hope stated the proposed plan will increase inter-facility transport for local hospitals. Chief Hope also stated the plan will bring in additional revenue and require 6 new positions.

##### **Working Lunch**

##### **ICIP Discussion and Setting Priorities**

Director Jim McGuire requested that the Council review the current list and recommend the top five projects for the next year. He stated that other projects could be added to the list but only the top five would be submitted.

Discussion took place on the various projects and priorities with the following list representing the consensus of the Council:

- #1 – Two new ambulances
  - #2 – Hermosa improvements/water
  - #3 – Water rights
  - #4 – Lights at Guadalupe Park
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- #5 – Lights at Eagle Draw
- #6 – North Park Improvements (DBC)

City Clerk Aubrey Hobson directed Mr. McGuire to present the ICIP list at a future Council meeting to adopt the required Resolution.

### **Discussion of Water Conservation Ordinance and Enforcement**

Infrastructure Director Byron Landfair provided a monthly water usage production chart to the Council. Several Councilors stated from looking at the charts it looks like there has not been a reduction in water usage. Mayor Milled stated the water creates revenue which is beneficial for the City and indicated that until we are using a greater percentage of our water rights, enforcement of the conservation Ordinance might be postponed.

### **Discussion of Next Municipal Election**

City Clerk Aubrey Hobson informed the Council regarding the passage of House Bill 98, The Local Election Act. City Clerk Hobson explained what options the City has if they would choose for Eddy County to run the next election or let the City be responsible for the election. Councilors expressed they choose the City to run the Municipal election.

### **Personnel**

#### **Discussion of Vehicle Take Home Policy**

Councilor Raul Rodriguez inquired about the vehicles the City has and the way they are utilized. Councilor Rodriguez stated Chief Kirk Roberts presented a list and it answered his question.

#### **Discussion of policy for City Rent Houses**

Human Resource Director Sandi Countryman presented the Councilors with information regarding the City-owned houses. Human Resource Director Countryman proposed to lower the rent on the houses to \$375 and extend the lease to one year. Mayor Miller directed Human Resource Director Countryman to the Budget and Finance Committee for evaluation.

### **Reports from Other Departments**

#### **Infrastructure**

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Infrastructure Director Byron Landfair informed the Council on chlorinating the water system since September. Director Landfair stated Navajo has had issues with the chlorination of the water. He also has proposed to sell 40 acres out of 80 acres of the Industrial Park property. Councilors also addressed if any residents have questions regarding the Hermosa St. – 26<sup>th</sup> St. project, Smith Engineering will meet with them at their residence to answer their questions and concerns.

### Community Development

Community Development Director Jim McGuire informed the Council the sign ordinance has been approved by the planning and Zoning Committee and will be scheduling a public hearing for the ordinance. Director McGuire stated he will be using a portion of the demolition budget to hire a company to assist the Solid Waste Department in cleaning the alleys. He also informed the Council the Chief Building Official, Don Plotner will be out of the office in the next couple of weeks and the State of New Mexico will perform the inspections for the City. Mayor Miller directed Mr. McGuire to call Hailey Klein at the Chamber of Commerce regarding to the proposed sign ordinance.

### Discussion of Final Budget

City Clerk Aubrey Hobson presented the 2018-2019 budget. City Clerk Hobson stated the total funds for the Aquatic Center is two million dollars (\$2,000,000) and must be paid by June 2019. He informed Council he transferred \$1.4 million from the general fund to the recreational fund. The remaining amount, \$750,000, will have to be transferred by mid-year.

### Resolutions to approve

#### Final Budget 18-19

Councilor Rodriguez moved to approve the year-end Budget Adjustments Final Budget Resolution. The motion was seconded by Councilor Hill and upon vote, the motion passed. 7-0.

## **RESOLUTION 1668**

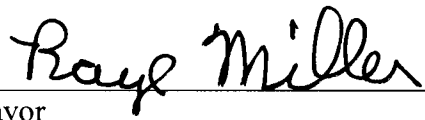
#### 4<sup>th</sup> Quarter Quarterly Report and Final Budget for FY 2018-2019

City Clerk Aubrey Hobson informed the Council the 4th quarter quarterly report is not yet completed and will be completed by next week. City Clerk departments went over their line items and is proposing next year to fix the errors right away. There were discussions regarding the FDIC insurance, Mayor Miller stated he would inquire about the different options for the FDIC.


**Comments from Participants**

Each meeting participant expressed their opinion on the workshop and were thankful for the opportunity to hear the presentations as well as the discussions on the possibilities for the upcoming year.

There being no further business, the meeting was adjourned at 3:00 p.m. on July 27<sup>th</sup>, 2018.

  
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Mayor

ATTEST:

  
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City Clerk