



THE CITY OF ARTESIA NEW MEXICO

511 W. TEXAS AVENUE (575) 746-3593 MAYOR
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**AGENDA
CITY COUNCIL REGULAR MEETING**

July 28-29, 2017

1:00 pm

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities:**
4. **City Departments and Employees**
5. ***Approval of Consent Agenda**
6. ***Public Hearings** – including consideration of final passage of any ordinance as to which proper notice has been published.
7. **Period for Hearing Visitors** (*3 minute time limit*)
8. **Comments from Public Officials and Contracted Services:**
A. Report from Economic Development
9. **Committee Reports:**
Discussion to be held within the Retreat Agenda

10. Personnel:

A. Hire:

Name	Department	Position	Rate of Pay
Leticia Gomez	HR	Legal Assistant	CA17 2631 – lateral move

B. Promote:

Name	Department	Position	Rate of Pay
(1.) Tammy Brown	Police	Admin. Ass't.	CA25 2889 – promotion
(2.) Armando D. Lucero	Streets	Streets Foreman	CA30 \$3067/mo

B. Request to Advertise and Fill:

- (1.) Police Records Clerk(Due to Promotion)
- (2.) Police Records Clerk (Due to Lateral Move)
- (3.) Cemetery Equipment Operator(Due to Resignation)

*Denotes material included in Council Packets or previously received material

- (4.) Streets Equipment Operator(Due to Promotion)
- (5.) Wastewater Assistant(Due to Resignation)
- (6.) Police Corporal

- 11. Public Safety:**
Discussion to be provided within the retreat agenda
- 12. Community Development:**
Discussion to be provided within the retreat agenda
- 13. Infrastructure:**
Discussion to be provided within the retreat agenda
- 14. City Attorney:**
- 15. City Clerk:**
A. Approval of Resolution Adopting an Internal Control Policy
- 16. Mayor:**
Comments to be provided within the retreat agenda
- 17. New or other business from Councilors:**
Comments to be provided within the retreat agenda
- 18. Recess the Council meeting and convene the Retreat**

Retreat Agenda:

- 1:30 pm Open Retreat
- 1:30-1:45 pm Opening Remarks from Participants
- 1:45-3:15 pm Infrastructure:
 - 1. Discussion Water Conservation
 - 2. Water Rates
 - 3. Discussion Utility Liens
 - 4. Lessons learned from the e-coli incident
 - a. Discussion of possible remuneration to citizens
 - 5. Discussion of Public Information Dissemination
- 3:15-3:30 pm Break
- 3:30-4:30 Personnel/IT/Safety
 - 1. Evaluation Program
 - 2. Discussion of Filling Positions
 - 3. Safety Program Changes
 - 4. Discussion of the process we have for damages to equipment and facilities by employees and non-employees
- 4:30-4:45 Recap

Recess

Saturday July 29, 2017

- 8:00 am Resume Retreat
- 8:10 -9:45 am Reports From Public Safety
1. Fire Department-Fire Department Service Enhancement
- 9:45-10:00 am Break
- 10:00-11:15 am 2. Police Department
1. Report on projects funded by Yates grants.
2. Discussion on P.D. Fleet status.
3. Discussion on Body Worn Cameras and other tech gear, consolidation of technology contracts and the publics changing expectations regarding technology utilized by government agencies.
4. Discussion of UTO exceptions
- 11:30-12:00 Planning:
1. New Comprehensive Plan - 5-year update is due
2. Recreation Center – Very dated, always dealing with leaks (probable mold), too small
- 12:00-1:30pm Working Lunch(Planning Continued)
3. Splash Pad – Rent for private events outside of normal operating hours
4. Armory Property – Direction for future use(s), consider rezoning from the R1-B designation
5. Roselawn Manor Update
6. Surplus Real Property – Method of disposition
7. ICIP Discussion
- 1:30-2:00 pm Discussion of New State Laws
HB 97, SB 75, HB 110,CS SB 339 and 419
- 2:00-3:00 Discussion of Budget
- 3:00-3:15 pm Break
- Reconvene Council Meeting
- City Clerk: Approval of the end of year Budget adjustments Resolution
Approval of the 4th Quarterly Report Resolution
Approval of 2017-2018 Budget Resolution
- 3:45-4:45 Comments from Participants
Adjourn Council Meeting

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CONSENT AGENDA
July 28 & 29, 2017

1. **Approval of Minutes:** * July 11, 2017
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
 - A. *Approval of Airport Hangar Lease with Stephen Brindeiro dba Dairy Co. for Hangar No. 213
4. **Appointments:**
5. **Resignations:**
 - A. Accept the resignation of John Stephenson, Wastewater Assistant, effective July 21, 2017
 - B. Accept the resignation of Brenda Meeks, Cemetery Department Equipment Operator, effective July 17, 2017
 - C. Accept the resignation of Clifton Rogers, Firefighter, effective August 4, 2017
 - D. Accept the resignation of Juan Reyes, Police Corporal, effective August 2, 2017
6. **Dates of Hearing:**
7. ***Travel and Training:**
 - A. Wastewater – Permission for two (2) employees to attend the Southeast Section Workshop in Roswell, NM
 - B. Fire – Permission for one (1) employee to attend the NAEMSE conference in Washington DC
 - C. Police – Permission for one (1) employee to participate in the online IR8000 training in Artesia, NM
 - D. Police – Permission for one (1) employee to attend the Exercise Evaluation Class and Practicals in Capitan, NM
 - E. Police – Permission for one (1) employee to attend the Annual Vehicle Forfeiture conference for NM Communities in Santa Fe, NM
 - F. Police – Permission for one (1) employee to participate in the Intox Machine recertification on-line course
 - G. Police – Permission for one (1) employee to attend the NM Homeland Security Emergency Management conference in Albuquerque, NM
 - H. Police – Permission for one (1) employee to attend the Pepperball Instructor/Armorer training in Albuquerque, NM
 - I. Police – Permission for one (1) employee to attend the First Line Supervision & Management training in Albuquerque, NM
 - J. Police – Permission for one (1) employee to attend the First Line Supervision & Management training in Las Cruces, NM
 - K. Fire – Permission for three (3) employees to attend the Emergency Vehicle Driving Course in Socorro, NM
 - L. Fire – Permission for one (1) employee to attend the Crude by Rail training in Pueblo, CO
8. **Routine Requests for City Facilities:**
9. **Budgeted Items:**
 - A. *General Ledger adjustments
10. **Non-budgeted Items:**
11. ***Payment of Bills**