



THE CITY OF ARTESIA NEW MEXICO

511 W. TEXAS AVENUE (575) 746-3593 MAYOR
PO BOX 1310 (575) 746-2122 CITY CLERK
ARTESIA, NM 88211-1310 (575) 746-3886 FAX

AGENDA CITY COUNCIL MEETING

June 14, 2016
6:00 p.m.

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities:**
 - A. *Paul Lopez representing Superpride Athletics has requested use of Martin Luther King Park from 8:45 am – 9:45 am on June 16,17,20,22,24, 2016 and July 1,5,7,12,14,19,21,26,28, 2016 for the 2016 Speed Camp. Contingent upon proof of insurance
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.
 - A. *Consideration and approval of the 2016 Uniform Traffic Ordinance (UTO) update (*postponed from May 10 & 26, 2016*)
 - B. *Consideration and approval of an Ordinance for Case No.16-05 a Zone Change from “R1-B” Single Family District to “C” Business District, 202 S. Nineteenth Street; Tract 1 of the Parrish Subdivision
7. **Period for Hearing Visitors** (*3 minute time limit*)
8. **Comments from Public Officials and Contracted Services:**
 - A. Paws and Claws - Payment for Spay and Neuter Program
9. **Committee Reports:**
 - A. Budget and Finance
 - B. Personnel
 - C. Police and Fire
 - D. Planning (*Project Management, Code Enforcement, Permits and Inspections, Recreation*)
 - E. Administrative Services (*City Hall, Purchasing, Commission on Aging, Museum, Library and Airport*)
 - F. Infrastructure (*Streets, Garage, Cemetery, Parks, Water, Wastewater, Solid Waste, Facility Maintenance*)
 - 1) Consideration of Committee’s recommendation for claim submitted for 1407 W. James Avenue
 - G. Government

*Denotes material included in Council Packets or previously received material

10. *Personnel:

Upon recommendation of the Mayor, subject to successful completion of required pre-employment testing, permission to:

A. Hire:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1. _____	Recreation	Recreation Specialist I	\$2305 per month CA19

B. Ratification of Mayor Burch's approval to hire summer recreation aides for the school programs (*from approved list*) at \$7.50 per hour (subject to successful completion of required pre-employment testing)

C. Permission to post (Internally) and fill the following positions:

- 1) Mechanic
- 2) Parks Foreman
- 3) Fire Division Chief

D. Permission to post (Internally & Externally) and fill the following positions:

- 1) Apprentice Mechanic
- 2) Streets/Parks Equipment Operator I
- 3) Ambulance Billing Clerk

E. Consideration and approval of a Resolution Authorizing FLSA Standards and Reporting of Hours of Work to PERA for Sworn Police Personnel (86-hour pay period)

F. Consideration and approval of a Resolution Authorizing FLSA Standards and Reporting of Hours of Work to PERA for Non-exempt Employees (based on an 80-hour pay period)

G. Clarification of employee salary freezes for FY2016-2017

H. Safety Stats

11. Public Safety:

A. Police Department:

- 1) *Stats

B. Fire Department:

- 1) *Stats

12. Community Development:

A. *Stats

13. Infrastructure:

14. City Attorney:

15. City Clerk:

A. Set the 2016 Council Retreat – July 29, 30 and 31 at Hotel Artesia

16. Mayor:

17. New or other business from Councilors:

18. Adjournment

CONSENT AGENDA

June 14, 2016

1. **Approval of Minutes:** * May 24, 2016
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
 - A. *Approval of Video Arraignment Contract between the Administrative Office of the Courts and the City of Artesia Jail for Artesia Magistrate Court
4. **Appointments:**
 - A. Approval of appointment of Donna Todd to the Artesia Library Board of Trustees (term to expire June 2019)
5. **Resignations:**
 - A. Accept the resignation of Kevin Hope, Fire Department Division Chief, effective June 3, 2016
 - B. Accept the resignation of Tammy Leslie, Parks Department Foreman, effective June 6, 2016
6. **Dates of Hearing:**
 - A. *Permission to set a public hearing for July 12, 2016 for consideration and approval of an ordinance approving the PPA between the City of Artesia and OK Express Lube
7. ***Travel and Training:**
 - A. Executive – Ratification for Mayor Burch to attend the 2016 NMML Board meeting in Santa Fe, NM
 - B. Legislative – Permission to attend the 2016 NMML Policy Committee meeting in Albuquerque, NM. Request mileage
 - C. Police – Permission for one (1) employee to attend the Child Safety Seat Clinic in Santa Fe, NM
 - D. Police – Permission for one (1) employee to attend the Child Safety Seat Clinic in Roswell, NM
 - E. Police – Permission for one (1) employee to attend the Virtual Commands Center Overview in Las Cruces, NM
 - F. Police – Permission for one (1) employee to attend the NMML Public Safety Committee meeting in Albuquerque, NM
 - G. Police – Permission for one (1) employee to attend the Law Enforcement Instructor Training Program in Artesia, NM
 - H. F&A – Permission for one (1) employee to attend the NMML Policy Committee meeting in Albuquerque, NM
8. ***Routine Requests for City Facilities:**
 - A. Artesia Chamber of Commerce and the DOES #45 Elks Lodge have requested permission to hold their annual July 4th Parade on Monday, July 4, 2016 from 7:30 am – 10:30 am (Richardson to Tenth Street and Main Street from Tenth Street to Roselawn Avenue). Request approval of use of city services and road closures as stated on application and waiver of fees. *Contingent upon proof of insurance and NM Department of Transportation approval*
 - B. Artesia MainStreet has requested permission to hold the following events contingent upon proof of insurance (Request approval of use of city services and road closures as stated on application and waiver of fees):
 - 1) Oilfield Equipment Parade on Saturday, August 27, 2016 from 9:00 am – 10:00 am (gathering at Bulldog Bowl headed east on Main Street turning north on Second Street – parade starting point contingent on completion of intersection at Thirteenth and Main Street) *Contingent upon NM Department of Transportation approval of Parade Permit*

8. *Routine Requests for City Facilities (con't):

- 2) Artesia Art Walk to be held Saturday, September 17, 2016 from 10:00 am - 4:00 pm along Main Street from Seventh Street to Second Street
- 3) Trick-or-Treat Main Street to be held Saturday, October 29, 2016 from 4:30 pm – 7:00 pm along Main Street from Seventh Street to First Street. *Contingent upon NM Department of Transportation approval of Parade Permit*
- 4) Veteran's Day Celebration to be held Friday, November 11, 2016 from 10:00 am – 12 noon at Baish Veterans Park
- 5) Lighted Holiday Parade to be held Thursday, December 1, 2016 from 6:00 pm – 7:00 pm (gathering at Bulldog Bowl headed east on Main Street turning south on Second Street) *Contingent upon NM Department of Transportation approval of Parade Permit*

9. Budgeted Items:

- A. *Police – Purchase firearms and accessories

10. Non-budgeted Items:

11. *Payment of Bills