

**LINKED MINUTES OF THE ORGANIZATIONAL AND REGULAR MEETING OF  
THE CITY COUNCIL OF THE CITY OF CARLSBAD, NEW MEXICO, HELD IN THE  
MUNICIPAL BUILDING ON MARCH 8, 2016 AT 6:00 P.M.**

Present:	Dale Janway Lisa A. Anaya Flores Edward T. Rodriguez Sandra K. Nunley J. R. Doporto Wesley A. Carter Jason Shirley Richard Doss Janell E. Whitlock	Mayor Councilor Councilor Councilor Councilor Councilor Councilor Councilor Councilor
Absent:		
Also Present:	Steve McCutcheon Stephanie Shumsky Eileen P. Riordan Annette Barrick LaVelta Jenkins Jeff Patterson Luis Camero Thomas Carlson Richard Lopez Kent D. Waller Patsy Jackson-Christopher Steve Hendley Ed Fierro	City Administrator Deputy City Administrator City Attorney City Clerk City Treasurer Planning, Eng., & Reg. Director Public Works Utilities Director Public Works Director Fire Chief Police Chief Director of Arts & Culture Director of Parks & Recreation Fierro & Fierro, P.A.

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:00      **Call Meeting to Order**

0:00:02      Invocation - Pledge of Allegiance

0:00:32      **1. APPROVAL OF AGENDA**

0:00:35      **Motion**  
The motion was made by Councilor Doporto and seconded by Councilor Carter to approve the Organizational Meeting Agenda

0:00:42      **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:00:58        **2. ELECT MAYOR PRO TEM**

0:01:02        **Motion**

The motion was made by Councilor Carter and seconded by Councilor Rodriguez to Elect Councilor Doss as Mayor Pro Tem

0:01:11        **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:01:33        **3. DETERMINE TIME AND PLACE OF COUNCIL MEETINGS**

0:01:37        **Motion**

The motion was made by Councilor Doss and seconded by Councilor Doporto to set the time of Council meetings for 6:00 p.m. on the 2nd and 4th Tuesday of each month

0:01:51        **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:02:04        **4. DETERMINE RULES OF PROCEEDINGS**

0:02:10        **Motion**

The motion was made by Councilor Nunley and seconded by Councilor Anaya Flores to use Roberts Rules of Order as the rules of proceedings

0:02:18        **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:02:32        **5. CONSIDER RESOLUTION NO. 2016-14, A RESOLUTION CONFIRMING THE NAMES OF PERSONS WHO SHALL FILL THE APPOINTIVE OFFICES OF THE MUNICIPALITY AND THE NAMES OF PERSONS WHO SHALL BE EMPLOYED BY THE MUNICIPALITY**

0:03:13        **Motion**

The motion was made by Councilor Anaya Flores and seconded by Councilor Shirley to approve Resolution No. 2016-14, a Resolution confirming the names of persons who shall fill the appointive offices of the municipality and the names of persons who shall be employed by the municipality

0:03:19        **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:03:34 Mayor Janway explained that concludes the Organizational Meeting and said Council will now move to the Regular Meeting Agenda.

0:03:39 **1. APPROVAL OF AGENDA**

0:03:41 **Motion**

The motion was made by Councilor Doporto and seconded by Councilor Anaya Flores to approve the Agenda

0:03:46 **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:04:00 **2. FILE ELECTION CERTIFICATE**

**Mayor Janway** stated that he believes this is an outstanding group of elected officials. He said he believes that all of the incumbents running unopposed represents a vote of confidence from the City of Carlsbad.

0:04:25 **Ms. Barrick** explained the State of NM Election Code requires each elected candidate to personally appear to sign a statement acknowledging receipt of the Certificate and that he is legally qualified to hold the office. She said she filed a copy of the certificate and written receipt in the official minute book per the code (3-8-33B). She added all candidates were sworn in and all have signed acknowledging receipt.

0:05:19 **3. ROUTINE AND REGULAR BUSINESS**

- A. Minutes of the Regular City Council Meeting held on February 23, 2016
- B. City Personnel Report
- C. Purchasing:
  - 1) Consider approval to purchase a Track Hoe from 4-Rivers Equipment pursuant to CES Procurement Program in the amount of \$269,547.52 for the Double Eagle Department
  - 2) Consider approval to Advertise Invitation for Request for Proposal for turn-key installation of Cat6A wiring for various City Departments
- D. Contracts and Agreements:
  - 1) Consider approval of Lease Agreement between the City of Carlsbad and Austin Turf & Tractor for a John Deere 5065 E Tractor for the Carlsbad Airport
- E. Monthly Reports:
  - 1) Arts and Culture Monthly Report, January, 2016
  - 2) Personnel Department Monthly Report, February, 2016
  - 3) Planning, Engineering, Regulations Department Monthly Report, January, 2016
  - 4) Transportation and Facilities Department Monthly Report, January, 2016

0:05:40        **Mayor Janway asked Mr. McCutcheon to explain Item C.2 Consider approval to advertise Invitation for Request for Proposal for turn-key installation of Cat6A wiring for various City Departments**

**Mr. McCutcheon** said there are many City buildings that have antiquated wiring in them. He said there has been a lot of questionable practices through the years as the systems have been updated. He explained the funds have been budgeted and Mr. Plumlee has the final plans ready to install the Cat6 cable in the buildings to speed up service. He said this will be the last major portion of the backbone update that staff has been working on for 2 1/2 years.

0:06:32        **Motion**

The motion was made by Councilor Carter and seconded by Councilor Rodriguez to approve Routine and Regular Business

0:06:43        **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:06:59        **4. CONSIDER APPROVAL TO ACCEPT THE EDDY COUNTY PURCHASE SERVICES AGREEMENT FOR FYE17 IN THE AMOUNT \$571,500**

**Mr. McCutcheon** explained this is the same amount the County paid for City services last year. He said the public services include but are not limited to EMS, Fire, parks, the convenience gathering station, and library. He said these services are provided to all local and county residents.

**Councilor Whitlock** asked if the agreement is for the same amount as last year. **Mr. McCutcheon** said yes.

0:08:33        **Motion**

The motion was made by Councilor Whitlock and seconded by Councilor Anaya Flores to approve the Eddy County Purchase Services Agreement for FYE17 in the amount of \$571,500

0:08:40        **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:08:55        **5. CONSIDER APPROVAL OF RESOLUTION NO. 2016-15, A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF CARLSBAD AND THE DEPARTMENT OF FINANCE AND ADMINISTRATION FUND 89200, CAPITAL APPROPRIATION PROJECT FOR THE DESIGN, CONSTRUCTION, AND EQUIPMENT FOR FIRE STATION #7**

**Chief Lopez** explained the \$30,000 will assist in the construction of Station #7 on Wood Street. He said the construction has started and the estimated completion date is August 20, 2016. He added the Station is needed and he is grateful for the grant.

**Councilor Whitlock** explained the agreement said the design and construction and with the design complete will the City still be able to use the grant money. **Chief Lopez** said it can be used for construction. He said the complete project is almost \$1.5 million. **Mr. McCutcheon** said staff has verified that the funds can be used.

0:11:05      **Motion**

The motion was made by Councilor Whitlock and seconded by Councilor Anaya Flores to approve Resolution No. 2016-15, a Resolution approving an Agreement between the City of Carlsbad and the Department of Finance and Administration Fund 89200, Capital Appropriation Project for the Design, Construction, and Equipment for Fire Station #7

0:11:13      **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:11:26      **6. COUNCIL COMMITTEE REPORTS**

**Mr. Mike Hernandez** said on Thursday, March 10, 2016 there will be a Solid Waste Town Hall Public Meeting at the Library Annex at 6:00 p.m. He said there will be a slide show and information packets available. He added staff will be addressing any questions the public may have regarding the changes.

**Councilor Shirley** added for those who cannot attend there will be a video broadcasted online and archived to be viewed at a later time.

**Councilor Doss** asked if the video will be on the City web page. **Mr. Hernandez** said the video will be on the City's Facebook page. **Mr. Plumlee** added there will be an official link on the City web page to the Facebook site.

**Councilor Carter** said he is excited to announce that the Cavegirls won their basketball game today and will play again on Thursday in the semifinals. He added the Cavemen will play tomorrow.

**Mr. Carlson** gave an update on Church Street. He said the walking path is complete up the hill. He explained the high school entrances are not ADA compatible. He said they will make the entrances ADA compatible and complete the sidewalk to 8th Street. He said the guardrails have been ordered and will be installed in the next couple of weeks.

**Mr. McCutcheon** added the work is being completed under a state contract.

**Councilor Doss** said he and Councilor Shirley attended an event in Roswell at the Airport. He explained the Governor flew in and signed House Bill 191 which allows municipalities to use a portion of Lodger's Tax towards the guarantee of flights. He added on Thursday there was a ribbon cutting in Phoenix for the American Airlines flight to Roswell. He said the flight has booked over 400 round trip tickets for the first month of operation. He thanked local contractors David Shoup, Mack Chase, and Bill Armstrong for the use of their aircraft for the ribbon cutting in Phoenix.

0:17:46      **7. ADJOURN**

0:17:51      **Motion**

The motion was made by Councilor Whitlock and seconded by Councilor Shirley to Adjourn

0:18:01      **Vote**

The vote was as follows: Yes - Shirley, Carter, Whitlock, Anaya Flores, Doporto, Doss, Nunley, Rodriguez; No - None; Absent- None; The motion carried.

0:18:22      **Adjourn**

There being no further business, the meeting was adjourned at 6:20 p.m.

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Mayor

ATTEST:

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City Clerk