

SPECIAL MEETING

A G E N D A

Carlsbad City Council Special Meeting
Municipal Annex
114 S. Halagueno Street
Carlsbad, New Mexico

October 25, 2019 at 4:30 p.m.

Invocation – Pledge of Allegiance

1. Approval of Agenda
2. Personnel Report
3. Consider Approval of Memorandum of Understanding with Eddy County and City of Artesia regarding partnership for a Public and Government Affairs Services position
4. Adjourn



FOR INFORMATION ONLY

Agendas and City Council minutes are available on the City web site: cityofcarlsbadnm.com
or may be viewed in the Office of the City Clerk during normal and regular business hours.

CARLSBAD CITY COUNCIL MEETING SCHEDULE

- Regular meeting - Tuesday, November 12, 2019 at 6:00 p.m.

CITY OF CARLSBAD
PERSONNEL REPORT
October 25, 2019

APPOINTMENTS:

<u>NAME</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>CLASSIFICATION</u>
G. David Myers	10/28/19	Projects	Building Inspector III

TERMINATIONS:

<u>NAME</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>CLASSIFICATION</u>	<u>REASON</u>
None				

INTERNAL TRANSFERS AND PROMOTIONS:

<u>NAME</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>CLASSIFICATION</u>
None			

CITY OF CARLSBAD

RECOMMENDATION FOR EMPLOYMENT

Dale Janway, Mayor

Michael Hernandez, City Administrator

TO: The Honorable Mayor Dale Janway & Members of the City Council

FROM: K.C. Cass

K.C. Cass

Digitally signed by KC Cass
DN: cn=KC Cass, o=City of Carlsbad,
ou=Projects,
email=kcass@cityofcarlsbadnm.com,
c=US
Date: 2019.10.22 15:57:29 -06'00'

SUBJECT: Recommendation for Employment

DATE: 10/22/2019

The following applicant has met all pre-employment requirements and is hereby recommended for employment with the City of Carlsbad subject to a pre-hire medical examination:

General Information:

Name: G. David Myers Classification/Position: Building Inspector III
Department: Projects

- Regular Full-time Hourly \$ 37.49 per hour
- Seasonal Part-time Salary \$ _____ per annum
- Temporary On call

Education Level:

- High School Diploma GED or equivalent
- Associates Degree _____
- Bachelors Degree _____
- Masters Degree _____
- Other _____

Employment:

Present or last Employer: Village of Ruidoso
From 2016 to Present Classification: ICC Certified Building Official
Duties: ICC B-1 and B2 Certified Building Inspector. ICC E-1 and E-2 Electrical Inspector.

Related Experience: State of California (B) Commercial Contractor Lic., State of Arizona
General Contractor Lic. and State of New Mexico GB-98 Contractors Lic.

Comments: Mr. Myers brings a lifetime of construction and inspection experience to the City
of Carlsbad.



**State of New Mexico
County of Eddy**

**Agreement A-19-1XX
Memorandum of Understanding
for Eddy County and the Cities of Artesia and Carlsbad
for Public and Government Affairs Services**

THIS MEMORANDUM OF UNDERSTANDING, entered into this _____ 2019, by and between EDDY COUNTY (hereinafter call the COUNTY) and the Cities of Artesia and Carlsbad (hereinafter called the CITIES) to provide for the cooperation and coordination between the County and the Cities for services related to Public and Government Affairs, and particular, lobbying for these communities.

RECITALS

WHEREAS, our communities find themselves in the midst of development activity that is unprecedented across the County, and the impact of these activities are straining the resources and capabilities for the services that the CITIES and COUNTY strive to provide;

WHEREAS, in an effort to mitigate these impacts and reduce some of the strain on our resources and capabilities, it is important to educate individuals, agencies and legislators to the current conditions in order to gain support for those resource needs that can improve our service capabilities;

WHEREAS, the COUNTY and the CITIES have a mutual interest for the purposes of contracting an individual who will engage with those individuals, agencies and legislators on our behalf, to encourage and gain their support to provide the means and resources that will allow us to meet the service needs of our communities;

NOW THEREFORE IN CONSIDERATION of the mutual promises, covenants and conditions contained herein, the parties hereto agree as follows:

Scope of Services including, but not limited to:

- Engaging with the leadership of the City of Artesia, the City of Carlsbad and Eddy County, on a regular basis, to ascertain the goals, objectives and resources from each entity that are needed to keep pace with the demand for services stemming from the ongoing development activities in our area.



State of New Mexico County of Eddy

Agreement A-19-1XX Memorandum of Understanding for Eddy County and the Cities of Artesia and Carlsbad for Public and Government Affairs Services

- Develop, in coordination with input from the leadership of the CITIES and the COUNTY, the messaging and strategies to be used when meeting with lobbying individuals, agencies and legislators. Also provide those messages and strategies to the Cities' and the County leadership in order to present a unified voice and message when those leaders have discussions with those individuals, agencies and legislators.
- Actively promote the goals and objectives of the CITIES and the COUNTY to overcome the effects and impact of the development activity and meet their desired level of service and capabilities for their residents when meeting with local, State and Federal individuals, agencies and legislators.
- Be present, visible and engaged before, during and immediately after State Legislative sessions in Santa Fe, NM with legislators, committee members, activists and other groups or agencies who work in support of legislation that is beneficial to the communities and cities in and around Eddy County; as well as working to defeat, counter or otherwise eliminate proposed legislation that would negatively affect the COUNTY, CITIES and communities in and around Eddy County.
- Work with and complement existing State and Federal lobby efforts and activities; engage with those organizations and individuals to share and discuss the developed messages and strategies; and act as a catalyst to supplement, enhance and sustain the benefits from the services provided by any existing lobbying service contracts.
- Promote local awareness and build local fluency about the efforts being taken to reduce and mitigate impacts being realized as a result of the development activities; work to increase the awareness of cities and communities within Eddy County; and enhance the image of these communities to groups outside of the County.
- Leverage existing technology and media platforms to promote the agenda and objectives of the communities across the County as well as sharing the efforts and successes to deliver the expected services for the City of Artesia, the City of Carlsbad, and the County.
- Prepare a monthly and an annual report as directed by the COUNTY and CITIES to appropriate officials.



**State of New Mexico
County of Eddy**

**Agreement A-19-1XX
Memorandum of Understanding
for Eddy County and the Cities of Artesia and Carlsbad
for Public and Government Affairs Services**

Budget for Services:

This MOU establishes the conditions by which the COUNTY and CITIES will participate to support funding of a position, to be administered by the County, and the scope of services to be provided by this contract position. The budget for the salary is \$150,000.

The annual funding proportions are:

- City of Artesia – 12.5% _ (\$18,750/yr.)
- City of Carlsbad – 37.5% _ (\$56,250/yr.)
- Eddy County – 50.0% _ (\$75,000/yr.)

Billing:

The CITIES would reimburse the COUNTY their proportionate share on an annual basis, beginning November 1, 2019. The COUNTY would bear the cost of any associated benefits of being employed by the COUNTY. The COUNTY will be responsible for recruitment for the position and developing the contract for employment. The COUNTY will be responsible for payment of expenses incurred for the position during the normal course of business as described by the scope of services.

TERMS OF MEMORANDUM OF UNDERSTANDING

The first year of this Memorandum of Understanding, along with any approved amendments, shall be effective from November 1, 2019 through June 30, 2020 and shall be presented to the Cities for extension each fiscal year. The first term, because the position will not receive a salary for an entire year, the contributions will be \$12,500 for the City of Artesia and \$37,500 for the City of Carlsbad. By May 1st of each fiscal year, the CITIES will inform the COUNTY of their desire to extend the contract.



**State of New Mexico
County of Eddy**

**Agreement A-19-1XX
Memorandum of Understanding
for Eddy County and the Cities of Artesia and Carlsbad
for Public and Government Affairs Services**

HOLD HARMLESS

The CITIES agree not to purport to bind the COUNTY to any obligation not assumed herein by the COUNTY, unless the CITIES have express written authority to do so, and then only within the strict limits of the authority.

EXTENT OF MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding represents the entire and integrated Memorandum of Understanding between the CITIES and the COUNTY for Public and Government Affairs Services and supersedes all prior negotiations, representations or agreements either written or oral. This Memorandum of Understanding may be amended by written instrument signed by both parties.

This Memorandum of Understanding is approved this 15th day of October, 2019.

EDDY COUNTY BOARD OF COMMISSION

John Henry, Commission Chairman

Date: October 15, 2018

ATTEST: _____
Robin Van Natta
County Clerk



**State of New Mexico
County of Eddy**

**Agreement A-19-1XX
Memorandum of Understanding
for Eddy County and the Cities of Artesia and Carlsbad
for Public and Government Affairs Services**

City of Artesia

Mayor Raye Miller

Date:

City of Carlsbad

Mayor Dale Janway

Date:

ADJOURN