



COUNCIL MEETING
Wednesday, June 7, 2017
103 Water St. Elephant Butte, NM 87935
ACTION MINUTES

WORKSHOP

Mayor Kent stated that the Workshop will be discussing possible design of the City Hall Annex. Clerk Rieth stated that this design which is included for the record is actually the third design that has been proposed. The plan for this design is that Public Works, Fire Chief, Council Chambers and Judges Chambers will remain where they are and clerks will be moving into the Annex. It was originally planned that everyone would be moving to the Annex, but with the new changes there will be more open office spaces at the Annex. A final design is being requested in order for the project to begin. Mayor Pro Tem Skinner brought up the question to Mayor Kent that Public Works Director Cole had been meeting with several people recently, so it may be better that he have an office at the Annex and just have the water, wastewater, and maintenance people where the Council Chambers will remain. Another topic brought up in discussion was that the Mayor holds many meetings and it may be more beneficial to have a Mayor's office at the Annex as well. Also, brought up in discussion was that there are many more things that will be happening in the near future and the possibility of hiring more people may be needed. The Mayor cannot meet with people in the existing office because it is so small. So, an office at the Annex for the Mayor is almost a must. There are extra offices available and flexible for growth either in the beginning or after the fact. Public Works Director Cole is indifferent about his location. The City Manager will be at the Annex. The Mayor needs to be in the main area because of the availability of clerks to notify constituents and the Mayor. The Mayor would need a conference table to meet with people in here office. The Manager would need a larger office than what is on this current plan, so the Managers office would have to be larger. One recommendation would be that the three offices be made into two to make them larger. Lobby, bathroom and Conference area will be open and everything would be secured doors and not available to the public. With this plan anyone would meet the Mayor and Manager would be walking through working area. The mail station and copy workroom would be moved out of the bullpen giving more room. The window would also be larger so customers would not have to wait two could be helped at once. Early voting is the issue because of a locking office is required, which one of the offices would be dedicated to that. A recommendation would be that the Mayor's office be closer to the front so when meeting with customers there is not so much traffic in the working area. This new plan will have more storage for plans this storage room would have a table so when reviewing plans the plans would never have to leave that particular room. Mayor will discuss in detail with City manager Lucero to discuss new possible changes. The wall is already designed and waiting to go out for bid. City Clerk Rieth is working with the architect for spec to be able to go out for bid. Once Specs are made available Clerk Rieth will present to Council. Going out for Bid is projected for July 2017. Landscape would possibly be in-house to reduce cost. A total Project cost was right around \$900,000. With discussion with Manager Lucero, both Clerks, and Public Works Director Cole there has been no negative and all feel it would be functional. City Manager did speak with SCCOG and their rent was going to be \$2,000, but they would need more than half of the offices so that has been abandoned. SCRDA could not afford to pay the rent. The architect will just need an approved final floor plan, which will be the next step. One question that arose was what about all the items that at the Annex, location for the flags, decorations and any other items that are there will be looked at and considered but would have to be easily accessible one possibility would be behind the current building a metal building to make into a warehouse. Parking will remain in the current parking area with steps going down to the Annex. Council agrees to the Plan with a few minor changes listed and agreement with the City Manager Lucero.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Kent called the Meeting to order at 2:00pm, and Councilor Trager led the Pledge of Allegiance.

ROLL CALL

Clerk Rieth called the roll.

Mayor Kent, Councilor Rogers, and Councilor Trager were all present.

Councilor Lafont was present via phone

Mayor Pro-Tem Skinner was not present

Clerk Rieth declared a quorum was present.

STATEMENT OF OPEN MEETINGS RESOLUTION AND THREE MINUTE LIMIT PER SPEAKER ON ALL ISSUES

PUBLIC COMMENT

No public comment at this time

PRESENTATIONS

No presentations at this time

APPROVAL OF AGENDA –

Councilor Rogers made a motion to approve the Agenda

Councilor Trager seconded.

A Roll Call Vote was held:

Councilor LaFont voted yes.

Councilor Rogers voted yes.

Councilor Trager voted yes.

Motion carried.

MAYOR AND COUNCIL REPORT

Councilor Rogers reported that advertising has been done for Sierra Del Rio Golf Course in the Albuquerque Journal the Summer Guide 2017 Scenic Swings lists. Another advertisement was in the New Mexico Journal which is a Triple A Document containing an article that included Sierra del Rio. The City did not solicit this advertising in any way. Summers here and Time is right was another free advertisement that was in the Albuquerque Journal.

Mayor Kent stated that in regards to the Golf Course rates have changed recently and there has been no negative feedback. Golf Play has increased as a result of the rates. The Roadrunner ladies and mens group are spreading the word about the rates. With that being said many tournaments are being booked. The Golf course has held two weddings within the last month. Liquor License is being looked at to see when it can be leased out. Shannon Whitehead has been donated his time to enhance the website. Mayor Kent met with Janine and Richard Holstrom and CD Media is helping with the marketing.

BOARDS AND COMMITTEE REPORTS

Mayor Kent stated that there is an opening for the Planning and Zoning Board. One individual has shown interest and will be looked at to see if the Council can appoint this person. Commissioner Lafont is an alternative currently. Recommendation for Commissioner Lafont to be an fill the position and appoint an alternate will be discussed depending on Commissioner Lafonts decision.

Manager's Report

Nothing to report at this time

Clerk-Treasurer's Report

Clerk Rieth reported that new card readers have been received for the Golf Course and Pro Shop. Those readers will be installed. There will be a brief period of about 30 minutes for each computer that credit cards will not be able to be processed. Also, reminder letters for Business Registration renewals and Alcohol license renewals have been sent. Current Registrations will expire then end of June and are not due for renewal. Also, letters have been sent to lodging vendors with new reporting card for the upcoming fiscal year. Also, progress on the retaining wall for the Annex: Design and Engineering is complete. Once final documentation from the architect is received and approval is made by Council that project will go out for bid for construction in the upcoming weeks. Also, the Clerk's office has received the Alcohol License Transfer Application from the State. A Public Hearing is scheduled for July 19, 2017.

CONSENT ITEMS

Councilor Rogers made a motion to approve the Consent Items: Approval of Regular Meeting Minutes; May 17, 2017; and Approval of Special Meeting Minutes; May 23, 2017
Councilor Trager seconded

A Roll Call Vote was held:
Councilor Trager voted yes.
Councilor Rogers voted yes.
Councilor LaFont voted yes.
Motion carried.

REGULAR ITEMS

Clerk Rieth stated that this is a Resolution sent by DOT regarding the Michigan Project. The award has been approved and has been included in the Interim Budget

Councilor Rogers made a motion to approve Resolution 16-17-126 Participation in local government road fund program administered by New Mexico department of Transportation; Councilor Trager seconded

A Roll Call Vote was held:
Councilor Trager voted yes.
Councilor Rogers voted yes.
Councilor LaFont voted yes.
Motion carried.

Discussion was held in Workshop. With the changes made Council can be ready to vote

Councilor Rogers made a motion to approve Design as discussed in Workshop of City Hall Annex pending City manager review; Councilor Trager seconded

Councilor Rogers made a motion to approve Appointing Ann Filosa to Sierra Vista Hospital Governing Board; Councilor Trager seconded

A Roll Call Vote was held:
Councilor Trager voted yes.
Councilor Rogers voted yes.
Councilor LaFont voted yes.
Motion carried.

ADJOURNMENT:

Councilor LaFont made a motion to adjourn.

Councilor Trager seconded.

Meeting adjourned at 2:16pm.

Minutes approved and adopted at the Regular meeting of the City Council on:

June 21, 2017

Melissa Apodaca

Melissa Apodaca, Deputy Clerk



Attest:

Karen Rieth, CMC

Karen Rieth, CMC
Clerk-Treasurer