



**WORKSHOP AND
REGULAR COUNCIL MEETING**

August 5, 2015

103 Water St. Elephant Butte, NM 87935

ACTION MINUTES

WORKSHOP -1pm

FY 2017 – 2021 Infrastructure Capital Improvement Plan priorities

Manager Finzen and Planner Dyjak discussed the ICIP with Council. Manager Finzen reported looking into grants and additional funding sources for some of the projects. Mayor Pro-Tem Skinner mentioned the possibility of a Colonius program for adding wastewater and incorporating Hots Springs Landing in cooperation with the County to get wastewater for that area. Council feels that wastewater needs to remain priority #1.

Council ICIP priorities that were discussed during workshop:

1. Construct Wastewater Collection Lines
2. Water System Capital Improvements
3. Storm and Surface Water Control
4. City Facilities Improvements
5. Pave City Streets
6. Street Widening & Walking Paths
7. Regional Animal Shelter
8. Construct New Regional Hospital
9. BLM Land Improvement
10. Land Acquisition

CITY PLANNER'S REPORT



To: Mayor Kent & City Councilors

From: Bradford Dyjak, City Planner 

Date: August 4, 2015

Following is a brief update on planning, zoning and code enforcement activity for review at Wednesday's Council meeting.

Projects

1. **ICIP** – The annual submission of municipal ICIP priorities is due to DFA September 2nd. Therefore, a summary of last year's priorities was provided to P&Z for comment and for Council discussion during its August 5th workshop. Based upon this input, I would prepare the ICIP and accompanying resolution for public input and Council adoption at the August 19th meeting.
2. **City Center Project** – Working with the estimator/architect, Mr. Anderson, on cost breakouts and new phasing options to bring forth to Council for and update in September. From these options, the City could then formulate a phasing schedule to correspond with current funding sources.

Development & Planning Updates

1. **P&Z Update** – Met August 4th and discussed ICIP projects and reviewed an updated list of proposed amendments to the City Code, P&Z Procedures and administrative policies. At the upcoming August special meeting, the prioritized list will include timeframes and assignments for over 30 amendments over the next 18-24 months. Staff also administered commissioner training, providing Municipal League and City materials for commissioner reference.
2. **Drainage & Erosion Lots Ordinance** – At P&Z's July 20th special meeting, it recommended the ordinance to amend the process for designating lots susceptible to erosion and drainage. Ordinance #157 is scheduled for public hearing at this meeting and if adopted, staff would then review and compile all existing and potential Red Lots and bring forward to designate by resolution at an upcoming Council meeting.
3. **Comprehensive Plan Update** – Working in conjunction with P&Z, I am finalizing the preliminary update of the Land Use and Housing Chapters of the Plan with an emphasis on enhancing commercial corridor standards – including wayfinding, landscaping and community character. P&Z acknowledges the need to create distinct zoning and place-defining tools for the 5 identifiable commercial and light industrial areas of the city that currently are only covered by a single zoning district. There will also be a focus on diversifying housing options within the city and ensuring property maintenance standards are enhanced.

Code Enforcement/Zoning Updates

New Complaints/Violations Inspected (7/15 – 7/31)

- | | | |
|-------------------|----------------------|-------------------|
| 1. Weeds – 4 | 5. Noise – 0 | 9. Zoning/Vendors |
| 2. No Address – 0 | 6. Streets/Drain – 1 | /No Permit – 2 |
| 3. Animals – 8 | 7. Trash/Junk – 4 | 10. Begging & |
| 4. Nuisances – 0 | 8. Vehicles – 1 | Vagrancy – 0 |

Permits Issued (7/15 – 7/31)

1. #15-S200 - 505 Hwy. 195 (Butte Blvd.), Ste. B – Alamo MVD – Replace ex. Sign
 2. #15-201 - 701 Hallmark Drive – 12' x 20' carport
- # # #

REGULAR COUNCIL MEETING - 2:00pm

103 WATER STREET

ELEPHANT BUTTE

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Clerk Rieth called the roll. Mayor Kent, Mayor Pro-Tem Skinner, Councilor LaFont, Councilor Rogers, and Councilor Trager were all present.

Also present were City Manager Finzen, Planner Dyjak, and Undersheriff David Elston.

9 members of the public and 2 members of the press were also in attendance.

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

PUBLIC INPUT

None.

PRESENTATIONS

Proclamation – Elephant Butte Dam Celebration Day

Mayor Kent presented County Commissioner Sherry Fletcher with a proclamation designating October 19, 2016 Elephant Butte Dam Celebration Day, in honor of the 100th birthday of the Dam.

New Mexico Off Road League

Roger Lollar, Joe Cowling, and Drew Garcia from Tejas Off Road Racing Association presented plans for an annual off-road race.

APPROVAL OF AGENDA

Mayor Kent asked for a motion to approve the Agenda.

→ Councilor Rogers made a motion to approve the Agenda as submitted. Councilor Lafont seconded. The motion carried unanimously.

BOARDS AND COMMITTEE APPOINTMENTS AND COMMITTEE REPORTS

None.

MAYOR & COUNCIL REPORTS

Councilor Skinner attended several meetings around the area to build a stronger economic group within the rural areas for new business. Counties are working towards no unemployment throughout the local counties by 2024.

Councilor LaFont had nothing to report at is time.

Councilor Tregar had nothing to report at this time.

Councilor Rogers updated the Council on the new Director for the Sierra County Dispatch position that is open. SCRDA received 6 applications and will go through applications on Monday the 10^t of August 2015. Councilor Rogers commented that the new welcome signs look really nice. Councilor Rogers suggested that the state speed limit sign be moved so the sign does not block the view of the Welcome sign. Councilor Rogers also suggested that the City should remove the Diamond in the Desert sign.

Mayor Report

Mayor Kent commended Manager Finzen and Clerk Rieth for spending many hours working with DFA on the budget and thanked the Council for taking time to approve the budget to turn into DFA. The DFA mentioned that the City of Elephant Butte has a very clean budget. Mayor Kent went over the Elephant Days schedule for the weekend of August 21st through the 23rd.

MANAGER'S REPORT

Manager Finzen stated that he received word today that the City was awarded the full 40,000.00 for the state tourism grant for the third year in a row. Manager Finzen updated Council on the Rock Canyon Road project, which has a completion date of June 30th 2016. Manager Finzen asked Under Sherriff David Elston to give the Sherriff's report.

Under Sherriff Elston reported a Safe and Successful 4th of July Weekend with no deaths, and no serious injuries. It was a very successful weekend for City of Elephant Butte and New Mexico State parks reporting 142,000 people and very safe.

Manager Finzen mentioned that the new signs for Butte Blvd. are in place. The City is proceeding with the project of chip sealing on San Meteo Road for the LGRF project this year. The City is taking proposals for Engineering Services bid opening until 9/17 at 2:00pm.

Manager Finzen is writing the Personnel Handbook for the City it will be reviewed by Clerk Rieth, Public Works Director Cole and the City Attorney. City Manager Finzen Seasonal employee Larry for his work, as Mr. Cottle's Last day was July 31.

Planner Dyjak gave his report, included for the record.

CLERK-TREASURER'S REPORT

Clerk Rieth announced Raffle tickets for Elephant Days are available from the Clerk's Office. Discounted Carnival passes are also available; \$20 for unlimited rides any one day during Elephant Days available to purchase in the Clerk's office until August 20 at 5pm.

CONSENT ITEMS

Mayor Kent asked for a motion to approve the Consent Items

- Approval of Minutes – Regular Meeting, July 15, 2015
- Approval of Minutes – Special Workshop, July 28, 2015
- Approval of Minutes – Special Meeting, July 29, 2015

→ **Mayor Pro-Tem Skinner made a motion to approve the Consent Item(s) as submitted. Councilor Lafont seconded.**

A Roll Call vote was held:

Mayor Pro-Tem Skinner voted yes.

Councilor Lafont voted yes.

Councilor Rogers voted yes for July 15 & July 29, and abstained from voting for July 28 due to not being present.

Councilor Trager voted yes.

Motion carried.

PUBLIC HEARING

ORDINANCE 156: ADOPTION OF ANNUAL ALCOHOL LICENSE TAX RATES

Clerk Rieth explained to Council that after speaking with the City Attorney, there are some changes that should be made to the ordinance, and therefore requests the Council continue this agenda item until the September 16, 2015 meeting to allow time to review, make recommended changes and re-advertise for public hearing

Mayor Kent asked for a motion.

Mayor Pro-Tem Skinner made a motion to continue Ordinance #156 until the September 16, 2015 meeting.

Councilor Rogers seconded.

A Roll Call vote was held:

Mayor Pro-Tem Skinner voted yes.

Councilor Lafont voted yes.

Councilor Rogers voted yes.

Councilor Trager voted yes.

Motion carried.

ORDINANCE 157: DRAINAGE AND EROSION IMPACT LOTS DESIGNATION PROCESS AMENDING CHAPTERS 154 & 155

At 3:09pm, Mayor Kent opened the hearing to the public for comment. There being no public comment, the hearing was closed.

→ Mayor Kent asked for a motion.

Councilor Rogers made a motion to adopt Ordinance #157-Drainage and Erosion Impact Lots Designation Process Amending Chapters 154 & 155.

Councilor Lafont seconded the motion.

**A Roll Call vote was held:
Mayor Pro-Tem Skinner voted yes.
Councilor Lafont voted yes.
Councilor Rogers voted yes.
Councilor Trager voted yes.
Motion carried.**

REGULAR ITEMS

AWARDING OF ANNUAL DIRT STREET MAINTENANCE CONTRACT

Manager Finzen read a memo by Procurement Officer Rieth tabulating all bids received for RFP 15-16-0100 (included for the record).

- ➔ Mayor Kent asked for a motion to approve Sierra Valley Contractors as the lowest bidder.

Mayor Pro-Tem Skinner made a motion to approve the awarding of the Contract to Sierra Valley Contractors as the lowest bidder for RFP 15-16-0100 – Monthly Maintenance of Dirt City Streets

Councilor Rogers seconded the motion.

**A Roll Call vote was held:
Mayor Pro-Tem Skinner voted yes.
Councilor Lafont voted No, as he does not feel Sierra Valley Contractors has done a good job in the past.
Councilor Rogers voted yes.
Councilor Trager voted yes.
Motion carried.**

RESOLUTION 15-16-107 PARTICIPATION IN SOUTH CENTRAL COUNCIL OF GOVERNMENTS FY 15-16

Mayor Pro-Tem Skinner commented for the record that the City of Elephant Butte has received little to no cooperation on moving forward with a Colonius project. The County needs to be more responsive. Mayor Kent requested Manager Finzen send a letter stating we are willing to

renew our membership this year, but if no improvement in cooperation and responsiveness is received, we will not be participating next year.

Mayor Pro-Tem Skinner made a motion to approve participation in SCCOG for FY 15-16 with the caveat that Manager Finzen send notice that we will not participate next year if improvement is not made in responsiveness and cooperation.

Councilor Lafont Seconded.

**A Roll Call vote was held:
Mayor Pro-Tem Skinner voted yes.
Councilor Lafont voted yes.
Councilor Rogers voted yes.
Councilor Trager voted yes.**

Motion carried

ADJOURNMENT

Mayor Kent asked for a motion to adjourn.

→ Councilor Rogers made a motion to adjourn. Mayor Pro-Tem Skinner seconded.

The meeting adjourned at 3:15pm

Minutes adopted at the Regular meeting on August 19, 2015

Karen Rieth

Karen Rieth, City Clerk -Treasurer

