



**WORKSHOP AND
REGULAR COUNCIL MEETING
April 6, 2016
103 Water St. Elephant Butte, NM 87935
ACTION MINUTES**

WORKSHOP -1:00pm

a. Discussion of E-Leashes

Mayor Pro-Tem Skinner read aloud a statement from Mayor Kent stating that after researching the issue, there does not seem to be sufficient support for E-Leashes at this time.

Mayor Pro-Tem Skinner requested an update from Manager Finzen regarding the LED Sign. Council discussed color options with Manager Finzen, who will be bringing a proposed contract to the next meeting.

Mayor Pro-Tem Skinner called for Council and Management Reports.

Councilor Trager reported attending the NMML newly elected officials training; the SCCOG meeting has been rescheduled for April 15 at 10am, in Elephant Butte; the Committee for ATVs will be meeting on Friday for the first time.

Councilor Lafont reported attending the SCRTD planning organization meeting in March. The current routes are from Hatch to Las Cruces, to Anthony, then over to Chaparral. The over to Santa Theresa. The routes are expected to include Elephant Butte in the next two years. Councilor Lafont requests budgeting \$750 - \$1000 so that we are prepared in case it happens sooner.

Mayor Pro-Tem Skinner reported attending the Spaceport Tour over the weekend. There was an Italian film crew, and a behind the scenes tour. Mayor Pro-Tem Skinner reported returning on Saturday for the Open House, and was impressed with how well organized the event was. The event was well attended, and included several speakers, the mock up of Spaceship two, food vendors, tours of emergency equipment, and an art project for the children out on the tarmac. Spaceport America reported 1700 people in attendance. Mayor Pro-Tem Skinner also mentioned that Google has rented a portion of Virgin Galactic's space. More information can be found by googling "Skybender". The project has to do with Large solar powered drones to provide 5G internet service world wide.

Councilor Trager commented that there was an article stating that a firm called EXOX has also just signed a deal out at Spaceport America.

Mayor Pro-Tem Skinner reported attending the Sierra Electric marathon anniversary meeting, and congratulated John Bokich and Lee Wood for the election.

Mayor Pro-Tem Skinner asked for the Manager's report.

Manager Finzen reported Spring Clean-up April 1 – 18. Residents can leave yard waste at the recycle yard. The Permit and code report included for the record. The City has been Awarded \$41,354 for the 2016 -2017 LGRF project. This is down from previous years due to State Budget cuts.

Management has begun the Budgeting process with preliminary meetings. Council can Expect a May 4 preliminary Budget workshop. Planning and Zoning Commission held a meeting on April 5. The new Land Use Administrator, Gabriel Boyle was introduced.

Clerk Rieth gave the Clerk's report, included for the record.

Manager Finzen introduced Gabriel Boyle, Land Use Administrator. Mr. Boyle discussed his work experience and background with Council.

There still being 35 minutes left in workshop, Mayor Pro-Tem Skinner asked Manager Finzen what else he would like to discuss.

Manager Finzen introduced Gabriel Boyle, Land use Administrator.

Administrator Boyle gave a little information about his background to Council and complimented the City for a great Staff. Administrator Boyle mentioned that he is not only looking at handling Land Use, but also will be tackling economic development. Next week, Administrator Boyle will be attending training and testing to achieve Flood Plain Management Certification.

Mayor Pro-Tem Skinner mentioned that there were still 30 minutes left in the workshop, and invited Johanna Tighe to the podium to make a three minute statement.

Johanna Tighe gave a report about her observations during the election. Included for the record:

Annex adjoining Sierra County Properties; Annex Turtleback; Change meeting time; Traffic control; Sewer; City Staff; Kid Parks; Transportation.

Mayor Prop-Tem Skinner explained that Turtleback is already within City limits.

Councilor Lafont explained that the meeting time was changed for about a year, but no people showed, so they went back to the 2pm time.

Alice Maez, Lakeshore drive, expressed her gratitude to Council for abandoning the consideration of E-Leashes. Ms. Maez supports establishing dog parks within the community.

REGULAR COUNCIL MEETING - 2:00pm

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Skinner called the Regular Meeting to order and Councilor Lafont led the Pledge of Allegiance.

ROLL CALL

Karen Rieth, Clerk-Treasurer called the roll. Mayor Pro-Tem Skinner, Councilor LaFont, and Councilor Trager were present.

Mayor Kent, and Councilor Rogers were absent.

Also present were 2 members of the press and 6 members of the public.

Mayor Pro-Tem Skinner declared presence of a quorum and the meeting continued.

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

PUBLIC INPUT

None.

PRESENTATIONS

None.

APPROVAL OF AGENDA

Mayor Kent asked for a motion to approve the Agenda.

Councilor Lafont made a motion to approve the Agenda as submitted.

Councilor Trager seconded.

Motion carried: 3 for, 0 against, 2 absent.

BOARDS AND COMMITTEE APPOINTMENTS AND COMMITTEE REPORTS

Mayor Pro-Tem Skinner announced that Mayor Kent would like to appoint Shane Fiolkoski to the SJOA Board, and asked for a motion.

Councilor Trager made a motion to appoint Shane Fiolkoski to SJOA.

Councilor Lafont seconded.

Motion carried: 3 for, 0 against, 2 absent.

CONSENT ITEMS

Mayor Pro-Tem Skinner asked for a motion to approve the Consent Items

- Approval of Minutes – Regular Meeting, March 16, 2016

**Councilor Lafont made a motion to approve the Consent Item(s) as submitted.
Councilor Trager seconded.**

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

REGULAR ITEMS

Mayor Pro-Tem Skinner explained that the April 20 meeting would need to be rescheduled due to lack of quorum.

**Councilor Lafont made a motion to cancel the April 20 meeting and hold a special meeting on April 19.
Councilor Trager seconded.
Mayor Pro-Tem Skinner voted yes.
Councilor Lafont voted yes.
Councilor Trager voted yes.
Councilor Rogers was absent.
Mayor Kent was absent.
Motion carried.**

Manager Finzen explained that there is an opportunity to obtain some FEMA hazard mitigation funding for the paving of Mescal Loop. This project has been on hold for a while, due to the cost of the project and lack of funding. The process to apply for the 75/25 FEMA grant is a lengthy and technically complicated process that would require a professional grant writer. Manager Finzen will bring additional information to the April 19 meeting regarding this issue.

Clerk Rieth re-capped the RFP 15-16-0102 professional design services opening that occurred March 24, 2016. Three (3) proposals were submitted and evaluated by a committee consisting of Manager Finzen, Director Cole, and Clerk Rieth. Recommendation from the Procurement Officer is to negotiate a four (4) year Professional Services contract with Bohannon Huston, who scored a perfect 190 points on the evaluation.

**Councilor Lafont made a motion to enter into negotiations with Bohannon Huston for a four year professional design services contract.
Councilor Trager seconded.
Motion carried: 3 for, 0 against, 2 absent.
Motion carried.**

Clerk Rieth introduced Resolution 15-16-125 – PERA Smart Save program. This is an optional program for employees to contribute pre-tax dollars to a retirement fund. Administrative

costs would be borne by the employees, and there would be no additional cost to the City. Since the City already offers a 4% match on the ICMA-RC fund, employees could choose EITHER fund to receive the match, not both.

Councilor Lafont made a motion to approve Resolution 15-16-125 PERA Smart Save Program.

Councilor Trager seconded.

Motion carried: 3 for, 0 against, 2 absent.

Motion carried.

Mayor Pro-Tem Skinner announced that Chief Tooley was not available at this time to give his report to Council, so the item would be skipped.

At 2:18pm, Mayor Pro-Tem Skinner asked for motion to go into Executive Session.

Councilor Lafont made a motion to go into executive session for NMSA 10-15-1(H)(2) Limited Personnel Matters; Fire Chief.

Councilor Trager Seconded.

A Roll Call vote was held:

Mayor Pro-Tem Skinner voted yes.

Councilor Lafont voted yes.

Councilor Trager voted yes.

Councilor Rogers was absent.

Mayor Kent was absent.

Motion carried.

At 3:26pm, Council came out of executive session. Councilor Lafont certified that only matters on the agenda had been discussed, no decisions had been made, and no action had been taken.

Councilor Lafont made a motion to adjourn.

Councilor Trager seconded.

Meeting adjourned at 3:29pm.

Minutes adopted at the Special Meeting April 19, 2016.

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Councilor Trager seconded.

Motion carried: 3 for, 0 against, 2 absent.

Motion carried.

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Karen Rieth, City Clerk -Treasurer

AGENDA MEMORANDUM



To: Mayor Kent and City Councilors
From: Andrew Finzen, City Manager
Date: April 4, 2016
Subject: Permit & Code Enforcement Report

Staff respectfully submits the following Permit Report and Code Enforcement Report for the month of March:

Permit Report

Date	Property	Category	Fee Collected
3/10/2016	134 Huron Dr	Lot Line Vacation	\$10
3/31/2016	300 Rock Canyon Rd	Metal Accessory Bldg	\$35
3/31/2016	610 Butte Blvd	Sign Permit	\$35

Code Enforcement Report

Date	Property	Category	Citation/Warning/Cleared
3/23/2016	101 Lincoln	Weeds / Brush	Orange Tag
3/23/2016	189 Camino Encantado	Weeds / Brush	Orange Tag
3/23/2016	205 Trinity	Junk/Trash	Orange Tag
3/23/2016	214 Trinity	Weeds / Brush	Orange Tag
3/23/2016	207 Brazos	Junk/Trash	Orange Tag
3/24/2016	112 Sabina	Nuisances	Abatement Needed
3/24/2016	193 Camino Encantado	Weeds / Brush	Orange Tag
3/29/2016	108 Mescal	Weeds / Brush	Orange Tag
3/29/2016	111 Mescal	Weeds / Brush	Orange Tag
3/30/2016	202 Mescal	Weeds / Brush	Orange Tag
3/30/2016	205 Caballo	Nuisances	Orange Tag
3/31/2016	226 Caballo	Junk/Trash	Orange Tag
3/31/2016	314 Black Range	Weeds / Brush	Orange Tag

AGENDA MEMORANDUM



To: Mayor Kent and City Councilors
From: Andrew Finzen, City Manager
Date: April 6, 2016
Subject: Manager's Report

Land Use Administrator – The City has hired Gabriel Boyle as its new Land Use Administrator. Gabe joins us from the City of Albuquerque where he was previously a Transportation Planner. Gabe will be in charge of land use, zoning, permitting, planning and code enforcement.

Planning & Zoning Commission – The Planning & Zoning Commission met Tuesday, April 5 at 9am. The Commission was introduced to our Land Use Administrator and discussed the general status of zoning needs in Elephant Butte. No action was taken.

Spring Cleanup – Spring cleanup is going on now and will continue until April 18.

Permit & Code Report – Included in the packet for Council's consideration.

LGRF – The City has been awarded \$41,354.00 for our 2016-2017 LGRF project. This amount, coupled with the City's match of \$13,785.00 equals a project total of \$55,139.00. Funding is down from last year's \$65,141.00 and \$71,272.00 the year prior. In speaking with our LGRF contact, the department did have its budget cut by 5% and a new entity applied for funding this year, which limited the available funds.

SCCOG – The next South Central Council of Governments meeting will be held April 15 at Elephant Butte City Hall.

Rock Canyon Road – Contractors are finishing up some flasher work at the Fire Station this week into early next week. After this work is completed, we will close out the project.

Budget – The budget process has begun. We are planning a preliminary workshop for the May 4 meeting.

CITY OF ELEPHANT BUTTE CITY COUNCIL

NOTES FROM JOHANNA TIGHE CITY COUNCIL CANDIDATE CITIZEN POLLING

JANUARY 2016 THROUGH MARCH 1, 2016

ANNEX ADJOINING SIERRA COUNTY PROPERTIES: Residents that live on Trout, especially for clean up, extend city limits.

ANNEX TURTLEBACK to keep golf course and help residents

CHANGE OF MEETING TIME: It was suggested to change the meeting time to 4PM so that more residents could attend.

TRAFFIC: speeding on Rock Canyon Road, U turns at Springland Blvd, perhaps put landscape there to deter drivers

SEWER: Some residents wanted to know when the next sewer hook ups might be. Also a resident on Erie Avenue complained that there is a sewer smell consistently at the corner of Beach and Butte Blvd near Hodges Restaurant.

CITY STAFF: Residents complained when paying water bill that staff was not knowledgeable about splitting payments and payment of bills.

KID PARKS: It was suggested that the parks were not kid friendly and that there was nothing for kids to do in these parks.

TRANSPORTATION: Disabled want more transportation available to get to the post office, etc.