

**MINUTES OF SPECIAL CITY COUNCIL WORKSHOP
CLOUDCROFT, NEW MEXICO
JULY 24-26, 2015**

Mayor Phillip Burch called the special meeting of the Artesia City Council to order at 12:30 p.m. on July 24, 2015, with the following City Officials present:

Councilor Jose Luis Aguilar	
Councilor Kent Bratcher	Councilor Bill Rogers
Mayor Pro tem Terry Hill	Councilor Nora Sanchez
Councilor Manuel Madrid Jr.	Councilor Jeff Youtsey

City Clerk Aubrey Hobson
Human Resource Director Sandi Farley
Fire Chief J.D. Hummingbird
Police Chief Don Raley
Community Development Director: Jim McGuire
Infrastructure Director Byron Landfair
Assistant City Clerk Lisa Johnston

Absent:
Councilor Raul Rodriguez

It was determined that a quorum was present.

Approval of Consent Agenda

Mayor Pro tem Hill moved to approve the Consent Agenda with a change – the date of minutes from 07-12-15 should be 07-13-15. The motion was seconded by Councilor Rogers, and upon vote, the motion passed.

The Consent Agenda includes:

1. Approval of Minutes:
 - * July 13, 2015 – Utility Lien Hearing
 - * July 14, 2015 – Board of Appeals
 - * July 14, 2015 – Regular meeting
2. Consideration of Bids:
 - A. *Approval of award of bid to construct Richey Street rehabilitation from Fourth Street to Twenty-sixth Street to Constructors Inc., Carlsbad, NM
3. Contracts, Leases and Agreements:
4. Appointments:
 - A. Approval of appointment of Sara Polk to the Artesia Library Board of Trustees (*term to expire June 2017*)
 - B. Approval of appointment of Phillip S. Burch as the Voting Delegate and Aubrey Hobson as the Alternate Voting Delegate for the NMML Annual Conference
 - C. Approval of re-appointment of Jimmy Bustamante to the Woodbine Cemetery Board (*term to expire April 2017*)
5. Resignations:
6. Dates of Hearing:

7. *Travel and Training:
 - A. Police – Permission for three (3) employees to attend the Intoxilyzer 800 training in Roswell, NM
 - B. Police – Permission for one (1) employee to attend the Public Agency Training Council Internal Affairs conference and certification training in Las Vegas, NV
 - C. Legislative – Permission to attend the NLC Congress of Cities conference in Nashville, TN
 - D. F&A – Permission for one (1) employee to attend the NMML Annual conference in Albuquerque, NM

8. Routine Requests for City Facilities:
 - A. *Amy Mathis and Judy Stewart representing Artesia Public Schools have requested the closure of Bulldog Boulevard and Main Street between Bulldog Boulevard and Second Street from 3:30 pm – 5:00 pm on Friday, September 11, 2015 for their annual Homecoming Parade. Request approval of use of city services and road closures as stated on application. *Contingent upon State of NM DOT approval*

9. Budgeted Items:
 - A. *Approval of fourth quarter journal entries

10. Non-budgeted Items:
11. *Payment of Bills

Resolution to approve Agreement with SNMEDD

Councilor Rogers moved to approve the annual agreement with the SE NM Economic Development District (SENMEDD), Resolution No. 1578. The motion was seconded by Mayor Pro tem Hill and upon vote, the motion passed.

RESOLUTION NO. 1578

The meeting was turned over to Facilitator Hubert Quintana to conduct the retreat. Mayor Burch welcomed Mr. Quintana and thanked him for participating for four years.

Opening remarks by Participants

Everyone introduced themselves and shared their expectations for the retreat.

Each participant expressed their expectations for the weekend retreat. Council expressed concerns regarding the budget and projected revenue downfalls. Most department heads stated that they were looking forward to the budget exercise. Most stated that they really enjoyed the weekend retreat meeting.

Mayor Burch welcomed Scott Verhines with Occam Consulting who had a short presentation on utility rates.

2014-2015 Budget Overview

Mayor Burch reported that the May GRT check was down \$400,000 and the downward trend has continued for that last two months. The anticipated revenues for 2015-16 have now been adjusted down again. Currently the general budget is \$45,000 short. He stated that he has requested that the City Hall project be pulled at this time, and for budgeting purposes, not include the additional \$2 million for the project. This leaves approximately \$800,000 in capital projects. The Department Heads will be asked to cut the \$45,000 to provide a balanced budget, and if they can cut further, capital projects can be added back in.

Mayor Burch stated that last year, the city wanted to end with \$15 million in reserves. Currently, to maintain that \$15 million, there is \$400,000 that can be used for capital. To add more capital, the department heads will need to find cuts in the operating budget. Mayor Burch stated that there are no discussions at this time of added personnel, however there are also no discussions about freezing wages either.

Discussion took place over how much the ending reserve should be.

Mayor Burch stated that the department heads have been asked to cut their budgets by 5%, but no cuts have been asked from the outside requests. Currently the amount for outside requests is \$325,000.

Councilor Aguilar requested that no cuts be taken on the outside requests.

Action item:

Councilor Youtsey moved to cut the grants to outside request by 5% for next year and to reconsider that amount when the final budget numbers are in. The motion was seconded by Councilor Bratcher. Councilor Rogers moved to amend the motion to cut the outside requests by 10%. The amendment was seconded by Mayor Pro tem Hill and upon roll call vote, with the following votes recorded:

Aye: Hill, Madrid, Rogers

Nay: Aguilar, Bratcher, Sanchez, Youtsey

the amendment failed

Upon vote of the original motion, the motion passed.

At this time, the Department Heads recessed to review the budget and recommend further cuts. The Council participated in a workshop conducted by Hubert Quintana on team building.

The meeting recessed at 1:43 p.m.

The meeting reconvened at 2:46 p.m.

Budget Exercise-Department Heads

City Clerk Aubrey Hobson reported that the department heads had reviewed the budget and had recommended cuts in operation and capital to provide capital outlay for the coming year.

Mayor Burch stated that there is still \$3 million in the budget for the City Hall Annex project, although it will need at least \$2 million more to complete it. He would support going out to bid to get an idea of the total cost of the project.

Mayor Pro tem Hill stated that the 2nd and Texas project was to be coordinated with the annex project, so both projects would be on hold at this time.

Infrastructure Director Byron Landfair stated that from a bidder's perspective, if the city went ahead and bid the project and didn't award the project, it could be difficult to get the same bidders to re-bid the project the next time.

Councilor Youtsey stated that he had received an email from Linda Stevens of Artesia Clean and Beautiful, stating that the best use for that lot might be additional parking for the area. and that the best place for a new city hall might be the vacant lot north of the new county facility.

Mayor Burch stated that the consensus was to forego the bidding on the City Hall project at this time. He also reported that the money allocated for the Chelsea project (apartment complex at the old hospital) would be paid at ½ when the structure is dried in (\$650,000) and the remaining \$650,000 would be paid in the next budget year.

Mayor Burch also stated that there was nothing in the budget for a new swimming pool as the discussions with the school district were proceeding slowly. In addition, the school district is preparing to build a new administration building.

Mr. Hobson reported that every department gave something back toward the budget, but he would not have the percentages until the next day.

Utility Rates and Charges

Wastewater Rates

Mr. Hobson reported that the city had a disgruntled customer who believes that he is not being charged the correct amount for sewer. The current policy stated that sewer averaging is based on the water usage of November, December and January, however it has been calculated using the billing from November, December and January. He has requested adjustments back to 2009, but the city policy has been to make adjustments for only the last three months.

Mr. Hobson reported that changing the sewer averaging to the billings of December, January and February would decrease wastewater revenue by 8%.

Scott Verhines stated that he was prepared to present information on how the city could consider adjusting their water and wastewater rates.

Mr. Hobson also stated that the city could consider changing the allocation of the environmental tax. Currently the tax is split between wastewater and solid waste.

Scott Verhines presentation

Mr. Verhines presented a graph showing how water was used in 2013, one of the driest years. It showed that the average usage was 14,000 gallons per month for residential. The average usage in July was roughly three times the usage in wintertime.

The next graph showed the wintertime usage in January, with the average use in winter at 7,500 gallons per month. The graph also shows that 90% of the customers use 13,000 gallons per month, which should be considered when setting rates.

The graph showing the July usage is generally the highest water use month. It also shows that 90% of users use 50,000 gallons per month or less in July.

Mr. Verhines shared his water bill from the Albuquerque area and explained that the Bernalillo County Authority establishes units that cause surcharges if the usage is over the wintertime average or if greater than the citywide average. The next year, the user can attempt to reduce usage to avoid the surcharges, which in turn reduces revenue to the authority.

After additional discussion regarding the wastewater customer, it was determined to continue with the policy as is, and if any changes will be made when the new rate structure is adopted. Mr. Hobson will work to resolve the issue with the customer.

Mr. Hobson reported that the proposed changes to deposit and fees have been sent to the Infrastructure Committee, and will be presented to the council at a later meeting.

Action item: rate structure, fees and deposits to be reviewed by the Infrastructure Committee, along with the period for sewer averaging in the winter.

Economic Development Report (Michael Bunt)

Economic Development Director Michael Bunt reported on activities over the last year.

Pending projects include the possibility of a subdivision at 26th and Hermosa, and the continued growth of Permian Pavilion. It was noted that a company has expressed interest in purchasing a portion of the Industrial Park

Chief Raley inquired about the impact of FLETC. Mr. Bunt indicated that he had not been including FLETC in some of his studies.

The company interested in purchasing land at the Industrial Park is currently located west of the city. While they would not be bringing new jobs to the area, they would be spending money in new facilities and equipment.

Mr. Bunt reported that he had partnered with the Roswell Economic Development Department and confirmed that there are approximately 1200 people commuting into Artesia daily. A small survey indicated that 70% would prefer to live within 10 miles of their job.

It was requested that Mr. Bunt report to the Council on a more regular basis.

The meeting recessed at 4:22 p.m.

The meeting reconvened on July 25, 2015 at 8:15 am.

The following members present:

Councilor Jose Luis Aguilar

Councilor Kent Bratcher

Mayor Pro tem Terry Hill

Councilor Manuel Madrid Jr.

Councilor Bill Rogers

Councilor Nora Sanchez

Councilor Jeff Youtsey

City Clerk Aubrey Hobson

Human Resource Director Sandi Farley

Fire Chief J.D. Hummingbird

Police Chief Don Raley

Community Development Director: Jim McGuire

Infrastructure Director Byron Landfair

Assistant City Clerk Lisa Johnston

Absent:

Councilor Raul Rodriguez

Summary of the Department Head cuts

Mr. Hobson reported in more detail on the proposed cuts as suggested by the department heads. The total of the cuts was \$434, 587. With the 5% cut to outside requests, the total was \$458,600. This would leave a reserve figure of \$15 million.

Personnel

Salary Survey

Human Resources Director Sandi Farley reported that the salary survey was not included to allow her more time to get information from other entities, and the survey will be presented at mid-year.

Councilor Aguilar requested that employees be informed about the cost of their total benefits package that goes along with their salaries.

A brief discussion followed regarding the tuition assistance program and how it operates.

Discussion of existing employee rental housing

Ms. Farley reported that the city owns two houses that have not been managed well in the past. The city needs to determine if it wishes to continue to offer housing to new employees. Ms. Farley reported that the city currently owns two houses on corner lots, and that they could be demolished and two duplexes could be built in their place. Also, if the program continues, she recommends that the term will be month by month for a maximum of six months.

It was recommended that the Human Resources Department continue operating the housing program with the existing houses and that the potential of creating duplexes be reviewed next year.

Planning

Discussion of Zoning Ordinance/Subdivision Changes

Community Development Director Jim McGuire reviewed proposed changes to the subdivision regulations. Some of the areas that are proposed include outlining what constitutes a preliminary plat as well as final plats and summary plats. The draft ordinance would also give staff authority to handle summary subdivisions. Additional changes would include improvement agreements and development standards. Mr. McGuire stated that the draft ordinance will be presented to Council at a future meeting and if approved, should speed things up for the requester.

ICIP

Mr. McGuire requested that the Council review the current list and recommend the top five projects for the next year. Mr. McGuire stated that they are not removing any project (unless it has been completed), but that the city would only turn in the paperwork on the top projects.

Discussion took place on the various projects and priorities with the following list representing the consensus of the Council:

- #1 - Water tower for 26th and Hermosa area
- #2 - Hermosa Street Phase II
- #3 - 2nd & Texas / City Hall Annex
- #4 - East-West Runway at Airport
- #5 - Warehouse

Discussion of changes to application and building permit fees

Mr. McGuire presented a proposal to increase the fees charged for Planning services, such as plats, variances, zone changes. He reported that the estimated cost of providing those items was not being covered by the fees charged. Mr. McGuire shared the application fees from the surrounding areas.

His proposal for building permits would add a \$40 administrative fee. In addition, he recommends adjusting the fees for subdivisions and recommended reducing the fee for summary subdivisions to \$25.00, since the staff would handle the entire process.

Funding of the repair and maintenance of the railroad spur

Mr. McGuire reported that an inspection of the railroad spur at the Industrial Park, has reported that there are a number of ties that need to be replaced. In addition, one of the ties in the crossing has failed and the crossing needs to be reworked. The estimated cost for the crossing repair is \$32,000. The estimated cost to replace every third railroad tie would be around \$8,260 plus a \$3,000 tie disposal fee. In addition, the spur is required to be inspected on an annual basis, and the city will need to go out to bid for the inspection service.

Action item:

Mayor Pro tem Hill moved to approve the funding for the Industrial Park railroad spur crossing repair from the Industrial Park fund. The motion was seconded by Councilor Youtsey and upon vote the motion passed.

Discussion of possible uses of the armory property

Mr. Hobson reported that although they are open to the transfer, it could take two years until the Armory property becomes city property. The city needs to develop a plan for the property and the buildings – should the city utilize the existing buildings or the property for some project (storage of equipment, a mental health housing, low income housing). Mr. Hobson also reported that the city may be able to acquire the Army Reserve building at Richey and North 13th.

Mayor Burch declared a short recess at 10:15 a.m.
Council reconvened at 10:36 a.m.

Discussion of Councilors' concerns and requests for Budget

Customer Service

Mayor Burch reported that Councilor Rodriguez had a concern about customer service from city employees, and encouraged the city to conduct some uniform training on customer service. There was also a concern regarding appearance of city employees and the possible need for a dress code.

Human Resources Director Sandi Farley stated that the work environment at the city is a little too casual, and that customer service should include not eating at a counter where the public can see the employee.

Chief Raley reported that putting his civilian officers in a type of uniform has improved the image of the level of professionalism for the department.

Mr. Hobson reported that when money can be added to the budget, the utility billing department is interested in going to a uniform shirt.

Jaycee Park

Mayor Burch relayed concern from Councilor Rodriguez that the city had developed a master plan for Jaycee Park, and then had not funded any of the proposed upgrades.

Councilor Aguilar would like to see the city develop the infrastructure backbone as a first step.

Guadalupe Park

Councilor Aguilar stated that he has been supporting improvements to Guadalupe Park for 30 years, and while there have been improvements, he would like to see the park completed with the addition of solar lighting and requested \$50,000 in the budget to design the lighting

Eagle Draw

Councilor Aguilar stated that there has been a lot of work done on Eagle Draw, and while there has been some lighting added, he would like to have the lighting project expanded, and would like the Council to consider adding an additional \$30,000 to continue the lighting project on the Draw.

Fire Inspector

Chief Hummingbird reported that his department has been overwhelmed with the number of inspections, between the annual inspections for facilities and the inspections required for new construction projects. He would again request adding a full-time Inspector to assist with the workload. Currently, some of the firefighters have become certified inspectors and they are assisting with the load.

Chief Hummingbird stated that he would also like a Deputy Chief position, to be part of the succession planning, but if only one position was available, he would choose the Fire Inspector position.

Housing needs

Mayor Pro tem Hill stated that housing has been a topic at the last several retreats, and while the Chelsea project is a good start, there is still a long way to go. Budgeting \$1 million for the extension of Hermosa, west of 26th Street may help a developer get started. He encouraged the city to be responsive to needs from other contractors for incentives to help this process.

Police

Discussion of Crime Stats and Public Perception of Artesia

Mayor Burch stated that this topic came about because of some adverse videos that have been circulating on YouTube about the City of Artesia and crime rate.

Chief Raley commented that his department has lost some momentum in the community policing area, but that at one time there were plans to counter this by producing and uploading positive videos. Chief also reported that the FBI website should not be used to rate a city on the quality of life. Based on work done by the Economic Development Director, policing in the Artesia area serves closer to 21,000 to 22,000 people rather than the population numbers of 11,494 that is reported. He also reported that his department is instructed to always take the police report, and noted that other departments in the area decline to take some reports. The calls for service ratio in Roswell is 1.5 to the City's 3, and that gives the illusion that our crime rate is worse. The Chief will continue to monitor these numbers.

The meeting recessed at 12:11 p.m. for lunch.

The meeting reconvened at 1:06 p.m.

Discussion of Replacing Key Personnel due to retirement

Assistant Clerk

City Clerk Aubrey Hobson initiated a discussion on how the city should handle the transition when long-term employees retire. The Assistant City Clerk plans to retire prior to July 2016, and inquired of the city wishes to bring in the new staff person 2-3 months prior to the retirement. Mr. Hobson suggested that the replacement position be an assistant city clerk-treasurer.

Mayor Burch recommended that the issue be discussed with the Budget and Finance committee, since the more critical issue is the finance side.

Senior Center Director

Mr. Hobson reported that the Senior Center Director plans to retire in January, however, she has stated that she would prefer to become a part-time position, and to promote the assistant director for the other part-time portion for approximately six months.

Ms. Farley stated that the initial conversations with the assistant director was that she was not interested in the position, however in the last few weeks she has indicated an interest, at least in the concept of a part-time role.

Code Enforcement Officer

Mr. McGuire reported that the Code Enforcement Officer is preparing to retire, and would like to work part-time next year, and taper down the hours until retirement. Currently, the city has a vacancy for an electrical inspector, however, according to the city's building inspector, using the state electrical inspector has been working well for the contractors. The salary savings from this job vacancy could be used to hire the replacement Code Enforcement Officer to work along side the current Code Enforcement Officer.

Ms. Farley stated that she is working with the Code Enforcement Officer to put together an SOP, since she is the only person who has held this position. If a replacement can be brought in, the replacement could work side by side with the current Code Officer, and transition up, as the current Code Officer transitions down, at the latest December of 2016.

Fire Chief

Chief Hummingbird stated that he has three division chiefs, but none of them know the other areas that would be needed to step up as chief.

Mr. Hobson reported that since the senior center no longer has all the reporting requirements, the center may be able to function with 1.5 supervisors, rather than 2. He also stated that the Assistant Clerk position would be pushed a little further down.

My Neighborhood

Councilor Youtsey reported that they have spent the last year organizing the board of directors, and planning for the organization. Currently, the two large projects that are being considered are a community garden and a dog park. It may be better to step back and focus on smaller projects first, such as neighborhood cleanups, gatherings, safety things, and let the larger projects develop over time. They are also applying for grants for funding for projects.

Fire Department

Chief Hummingbird reported that his two areas for the retreat were to request Fire Inspector and Deputy Chief positions. He also reported on the status of the training tower. At this time, reported that the location that had been selected was approximately 2.14 acres, and already has infrastructure, however due to budget constraints, thought the funding was no longer there. Since it is still in the budget, he will work with our purchasing agent to get an RFP out for this project.

Councilor Bratcher reported that Holly Frontier might be approached for some funding, as this would benefit them.

Chief Hummingbird reported that the fire hydrant project is progressing and there are only 18 out-of-service hydrants out of 510 in the city.

Mayor Burch declared a short recess at 2:34 p.m.
Council reconvened at 2:54 pm.

Xcel Franchise

Mayor Burch reported that the franchise with Xcel Energy will expire in October 2015. The current franchise fee is 2%. Council needs to determine if they want keep the fee the same, raise it or lower it, as the franchise agreement will be in place for another 24 years. Currently, the city receives \$492,000 annual as the franchise fee.

Councilor Youtsey noted that because the fee is based on a percentage, when the rates increase, the franchise fee also goes up.

Mayor Burch reported that an additional 1% fee would generate \$246,000 that would go into the general fund and could be used for anything.

Mayor Pro tem Hill moved to increase the franchise fee by 1% for Xcel Energy. The motion was seconded by Councilor Bratcher and upon vote, with Councilors Bratcher and Hill voting "aye", the motion failed.

Action item:

Councilor Rogers moved to leave the franchise fee at the current rate of 2%. The motion was seconded by Councilor Youtsey, and upon vote, with Councilor Aguilar voting "nay", the motion passed.

2015-16 Budget

Mr. Hobson distributed a copy of the latest budget with a \$15 million reserve. He noted that \$50,000 had been added to the Industrial Park expenditure for the railroad spur repair.

Councilor Rogers moved to adopt the 2015-16 budget, Resolution No. 1579. The motion was seconded by Councilor Bratcher and upon vote, the motion passed.

RESOLUTION NO. 1579

Councilor Madrid moved to adopt the 2014-15 year end budget. The motion was seconded by Mayor Pro tem Hill and upon vote, the motion passed.

RESOLUTION NO. 1580

Mayor Burch reported that at a recent meeting with the BNSF railroad people, Peyton Yates requested access to the railroad right of way from Wallaces (just north of Eagle Draw) north, to Mill Avenue. It was noted that this is an entrance to our city and it is not really attractive. The Artesia MainStreet program would like access to this to enhance the entrance to the city. Discussion continued about allowing the city to acquire the right of way for that area.

Councilor Bratcher reported that Navajo Refining had acquired the Wallace property (just north of Eagle Draw), and there may be an opportunity to get Navajo to donate the property.

Chief Raley stated that the south entrance to the city has a similar problem.

Mayor Burch reported that Eddy County is planning to consider adopting the remaining 2/8 GRT tax on their agenda for consideration for road maintenance. It was noted that the city's purchase service agreement (PSA) with the county was reduced by 10% this year. Because of the proposed increase in county taxes, the city may have to consider reducing one of theirs, so that it doesn't negatively impact the perception of doing business in Artesia.

Chief Raley reported that he is working on an MOU for adult retention at Eddy County.

Hubert Quintana reported that there is proposed legislation to redo the entire tax structure and do away with many of the exemptions for the next session.

The meeting recessed at 4:01 p.m.

The meeting reconvened on July 26, 2015 at 8:15 am.

The following members present:

Councilor Jose Luis Aguilar	
Councilor Kent Bratcher	Councilor Bill Rogers
Mayor Pro tem Terry Hill	Councilor Nora Sanchez
Councilor Manuel Madrid Jr.	Councilor Jeff Youtsey

City Clerk Aubrey Hobson
Human Resource Director Sandi Farley
Fire Chief J.D. Hummingbird
Police Chief Don Raley
Community Development Director: Jim McGuire
Infrastructure Director Byron Landfair
Assistant City Clerk Lisa Johnston

Absent:
Councilor Raul Rodriguez e

Recycling

Mr. Landfair reported that he has been in discussion with MERV regarding creating a hub and spoke recycling center in Artesia. It was important to note that recycling would not be revenue generating however the true savings comes from savings in landfill space. The last cell constructed at the Sandpoint landfill cost around \$1 million. The county is considering charging the city tipping fees. Currently that would be \$28 per ton. The city ships approximated 20,000 tons each year, for an estimated tipping fee cost of \$550,000. Trucking fees are around \$495,000. For a total of slightly over \$1 million cost to dump. Most of the solid waste programs would save approximately 25% if operated efficiently, which would save \$250,000.

Another option would be to consider dumping at the Roswell landfill, which is slightly closer, which would save transportation costs and time.

The MERV center would allow single stream recycling, which would allow all recyclables to go in one container, and then everything is sorted at the MERV site. The major expense is establishing the truck routes to pick up the recyclables. At this time, the discussions have not been detailed enough to determine how often the recyclable containers would be serviced. Once the recyclables have been sorted and sold, the city would receive a credit against the contracted monthly cost for the service.

Councilor Aguilar requested that a presentation about the MERV proposal be made to the Council.

Action item:

Mr. Landfair will continue discussions and at a future date, bring the topic to the Council.

Unfinished business

Councilor Bratcher stated that he had been contacted by a local realtor who was interested in a couple of the lots that the city had acquired through foreclosure.

Mr. McGuire reported that he had met with the Planning Committee regarding the potential surplus lots, but had been waiting for the My Neighborhood group to select one for their community garden. He will get with the Purchasing Agent to determine if an RFP or bid needs to be developed to contract with a realtor to sell these properties.

Mayor Burch reported that the Holiday Inn Express, to be located at 26th and Main, has reached an agreement with the NM Department of Transportation regarding entrances.

It was noted that McAllister's has purchased the property at 1st and Texas Ave., however no permit has been issued yet.

Mr. McGuire reported that the Chelsea project (the old hospital on Roselawn) has gone to Planning and Zoning to request a variance on parking.

Mayor Burch reported that there is a party that would like to develop a strip mall along Bowman north of Gilchrist.

Chief Raley reported that he has completed the draft RFP for mental health care, however it was determined that it would create an anti-donation issue. He noted that the RFP has to be written to state that it protects the greater population, rather than it serves a smaller population.

Mayor Pro tem Hill noted that they had worked on this for the better part of last year.

Chief Raley recommended that the city continue to work on our own RFP, since the county-wide support has been lacking. Once the RFP is written, they may be willing to participate.

Chief Raley also reported that juvenile detention is a concern, but even if a facility was built and ready to open tomorrow, it would be difficult to find enough people to operate it. He stated that he would meet with Economic Development Director Michael Bunt next week and report back.

Closing Remarks

Hubert Quintana stated that he felt the Council had a very productive weekend, with some good decisions and good discussion on many topics.

Council and staff expressed their views on the weekend activities.

Mayor Burch stated that the Council accomplished a lot in the three days and thanked Hubert Quintana for acting as facilitator for the retreat.

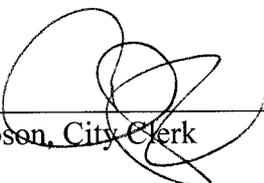
Discussion of 2016 retreat July 22-24th

It was determined that the 2016 retreat should return to Cloudcroft at approximately the same time next year.

There being no further business to come before the Council, the meeting adjourned at 9:40 a.m. on July 26, 2015.


Phillip S. Burch, Mayor

ATTEST:



Aubrey Hobson, City Clerk