



# THE CITY OF ARTESIA NEW MEXICO

511 W. TEXAS AVENUE (575) 746-3593 MAYOR  
 PO BOX 1310 (575) 746-2122 CITY CLERK  
 ARTESIA, NM 88211-1310 (575) 746-3886 FAX

## AGENDA CITY COUNCIL MEETING

March 13, 2018  
 6:00 p.m.

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities**
4. **City Departments and Employees**
5. **\*Approval of Consent Agenda**
6. **Public Hearings** – including consideration of final passage of any ordinance as to which proper notice has been published.
  - A. \*Consideration and approval of the title and subject matter (Per State Statute 3-17-3.A.) of an Ordinance to amend Chapters 1, 2 and 11 of Section 9 of Artesia City Code (*postponed from February 13, 2018 meeting*)
  - B. \*Consideration and approval of an ordinance amending Section 8-1-7 “Existing Building Code” and Section 8-1-8 “Property Maintenance Code” of the Artesia City Code
7. **Period for Hearing Visitors** (*3 minute time limit*)
8. **Comments from Public Officials and Contracted Services**
9. **Committee Reports:**
  - A. Budget and Finance
  - B. Personnel
  - C. Police and Fire
  - D. Planning (*Project Management, Code Enforcement, Permits and Inspections*)
  - E. Recreation
  - F. Infrastructure (*Streets, Garage, Cemetery, Parks, Water, Wastewater, Solid Waste, Facility Maintenance*)
  - G. Government
10. **Personnel:**

\*Upon recommendation of the Mayor, subject to successful completion of required pre-employment testing, permission to:

  - A. Hire:
 

	<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1.	_____	Police	Police Officer	\$3332 per month CA32
2.	_____	Police	Police Corporal	\$4641 per month CA35
  - B. \*Safety Stats

\*Denotes material included in Council Packets or previously received material

10. **Personnel (con't):**
  - C. Permission to advertise and fill:
    - 1) Purchasing Agent/Assistant City Clerk/Records Supervisor (*Ratification of Mayor Miller's approval to post*)
    - 2) Detention Officer
11. **Public Safety:**
  - A. **Police Department:**
    - 1) \*Stats
  - B. **Fire Department:**
    - 1) \*Stats
12. **Community Development:**
  - A. \*Stats
13. **Infrastructure:**
14. **City Attorney:**
15. **\*City Clerk:**
  - A. Consideration and approval of the following 2018 CDBG annual resolutions:
    - 1) Section 3 Plan
    - 2) CDBG Policies
    - 3) Citizen Participation Plan
    - 4) Fair housing
    - 5) Procurement Code
    - 6) Anti-Displacement Relocation
  - B. Accept the 2018 Municipal Election Results
  - C. Report on Air Force's expansion of military operating airspace
16. **Mayor:**
17. **New or other business from Councilors:**
  - A. \*Councilor Youtsey – Consideration and approval to name the City Community Garden located at 911 W. Dallas Avenue - Carol's Corner
18. **Adjournment**

**CONSENT AGENDA**  
**March 13, 2018**

1. **Approval of Minutes:** \*February 27, 2018
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
  - A. \*Approval of Memorandum of Agreement with the Artesia Chamber of Commerce for the 2018 Washington DC Economic Development Trip
  - B. \*Approval to reassign the lease for Lot 2 of Block 3 of the Industrial Park of Artesia, located at 2404 N. Parkland Street, from LSEP, LLC to Martha Patterson
  - C. \*Approval of Helipad Landing Agreement with Trans Aero, LTD
  - D. \*Approval of Living Quarters Agreement with Trans Aero, LTD
4. **Appointments:**
5. **Resignations:**
  - A. Accept the resignation of Joanne Jones, Purchasing Agent/Assistant City Clerk-Treasurer/Records Supervisor effective March 23, 2018
  - B. Accept the resignation of Wesley Green, Detention Officer, effective March 6, 2018
6. **Dates of Hearing:**
7. **\*Travel and Training:**
  - A. Executive – Ratification of Mayor Miller’s attendance to the NMML/NMSIF Mandatory Mayor Safety Training in Albuquerque, NM. Request mileage.
  - B. Streets/Parks – Permission for three (3) employees to attend the Holly Frontier Chip Seal workshop in Ruidoso, NM
  - C. Fire – Permission for two (2) employees to attend the New Mexico Firefighters Training Academy – Leadership in Supervision training in Silver City, NM
  - D. Facilities Maintenance – Permission for one (1) employee to attend the Associated Contractors of NM training in Albuquerque, NM
  - E. Recreation – Permission for two (2) employees to attend the NMRPA State Conference and Board meeting in Santa Fe, NM
  - F. Executive/Legislative – Permission for elected officials to attend the NMML 2018 Newly Elected Officials Institute in either Albuquerque, NM or Las Cruces, NM. Request mileage
  - G. Executive/Legislative/Department Heads – Permission to attend the NMML District 5 meeting in Hobbs, NM. Request mileage
  - H. Wastewater – Permission for one (1) employee to attend the NMRWA Annual conference in Albuquerque, NM
  - I. Police – Permission for one (1) employee to participate in the online training Foundations of Forensic Photography
  - J. Fire – Permission for one (1) employee to attend the NMFTA Fire Officer I training in Los Alamos, NM
  - K. Police – Permission for one (1) employee to participate in the online training Death Investigation
  - L. Police – Permission for one (1) employee to attend the Media Relations and Public Information Officer training in Albuquerque, NM
  - M. Police – Permission for one (1) employee to attend the Law Enforcement Coordinator’s Symposium in Albuquerque, NM
8. **Routine Requests for City Facilities:**
  - A. \*First United Methodist Church – Request to use Woodbine Cemetery on Sunday, April 1, 2018 from 6:15 am – 7:00 am for Easter Sunrise Service
9. **Budgeted Items:**
10. **Non-budgeted Items:**
11. **\*Payment of Bills**