



# 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

April 10, 2018  
 6:00 p.m.

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities:**
  - A. \*Changing Lives Coalition – request approval to use Robert’s Park/MLK Park on Monday, June 11, 2018 from 10:00 am – 1:30 pm for the Summer Meal Program Kick-off. (*Contingent upon proof of current insurance policy*)
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.
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.	_____	Streets	Equipment Operator II	\$2673 per month CA25
2.	_____	Parks	Equipment Operator I	\$2482 per month CA22

B. Promote:

1.	_____	Police	Uncertified Police Officer	\$3178 per month CA32
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\*Denotes material included in Council Packets or previously received material

10. **Personnel (con't):**
  - B. Permission to advertise and fill:
    - 1) Police Department Administrative Assistant (*Ratification of Mayor Miller's approval to post*)
    - 2) Municipal Court Bailiff (*Ratification of Mayor Miller's approval to post*)
    - 3) Humane Officer
    - 4) Firefighter
  - C. \*Safety Stats
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 a Resolution Designating Signatory Agents for the City of Artesia and Rescinding Resolution 1628
  - B. Discussion of 2018 Council Retreat/Strategic Planning Session
16. **Mayor:**
17. **New or other business from Councilors:**
18. **Adjournment**

**CONSENT AGENDA**  
**April 10, 2018**

1. **Approval of Minutes:** \*March 27, 2018
2. **Consideration of Bids:**
  - A. Report on Sealed Bid #18-0009 Sale of Property - No bids received
3. **Contracts, Leases and Agreements:**
  - A. \*Approval of staff to make determination of available lots in the Artesia Industrial Park
4. **Appointments:**
5. **Resignations:**
  - A. Report resignation of Thomas Blankenship, Municipal Court Bailiff, effective April 19, 2018
  - B. Accept the voluntary resignation of Alicia Planas, Police Department Administrative Assistant, effective March 30, 2018
  - C. Accept the resignation of Collin Prescott, Firefighter, effective April 5, 2018
6. **Dates of Hearing:**
  - A. Approval of Mayor Miller's permission to hold a public hearing on April 24, 2018 for consideration of an Ordinance to amend Ordinance No. 801, Amending the Master Plan of the Yates Farms Planned Unit Development (PUD) located in Section 7, T.17 S., R.26 E./ Bowman Drive and J.J. Clark Avenue, change the land use designated for three parcels of land, being a total of 8.6 acres, from "Public Use" to "Commercial and Multi-Residential", and designating one parcel of land, being 10 acres, for "Public Use"
7. **\*Travel and Training:**
  - A. Police – Permission for four (4) employees to attend the Emotional Response to Diverse Situations in Artesia, NM
  - B. Police – Permission for one (1) employee to attend the General Instructor Refresher course in Artesia, NM
  - C. F&A – Ratification of Mayor Miller's approval for one (1) employee to attend the Certified Purchasing Officer training in Albuquerque, NM
  - D. Police – Permission for three (3) employees to attend Supervising the Toxic Officer training in Rio Rancho, NM
  - E. F&A – Ratification of Mayor Miller's approval for one (1) employee to attend the Local Government Budget Management System training in Santa Fe, NM
  - F. Police – Permission for one (1) employee to participate in the online training Institute of Police Technology and Management Bicycle Crash Investigation training
  - G. Legislative – Permission to attend the Municipal Official's Leadership Institute (MOLI) 2018 Education Program in Santa Fe, NM
  - H. Solid Waste – Permission for two (2) employees to attend the Transfer Station Certification training in Moriarty, NM
  - I. Solid Waste – Ratification of Mayor Miller's approval for two (2) employees to attend the Composting certification training in Albuquerque, NM
  - J. Police – Permission for one (1) employee to attend the Critical Incident Management course in Santa Fe, NM
  - K. Police – Permission for two (2) employees to attend the ICS-300 training in Carlsbad, NM
  - L. Police – Permission for one (1) employee to attend the Advanced Roadside Impaired Driving Enforcement training in Santa Fe, NM
  - M. Police – Permission for one (1) employee to attend the ICS-400 training in Santa Fe, NM
  - N. Fire – Permission for two (2) employees to attend the Medical Direction Committee meeting in Albuquerque, NM
  - O. Police – Permission for one (1) employee to attend the HB93 Train the Trainer training in Santa Fe, NM

**8. Routine Requests for City Facilities:**

- A. \*Pecos Valley Baptist Association – Request to use Veteran’s Memorial Park on Thursday, May 3, 2018 from 12:15 pm – 12:45 pm for National Day of Prayer 2018 (*contingent upon proof of current insurance policy*)
- B. \*Artesia Arts & Cultural District/Artesia Arts Council has requested the use of the Heritage Plaza and Walkway from Friday, August 24, 2018 thru Sunday, August 26, 2018 for the Red Dirt Black Gold Festival. Request use of city services and road closures as stated on application and waiver of fees. *Contingent upon proof of security*
- C. \*Artesia Arts & Cultural District/Artesia Arts Council has requested the use of Eagle Draw from 6 am – 1 pm Saturday, August 25, 2018 for the Oilfield Olympics during the Red Dirt Black Gold Festival
- D. Missy Williams representing Senior Salute has requested a waiver of fees for use of the Artesia Recreation Center the week of May 20-25, 2018 for the Annual Senior Salute after graduation celebration

**9 Budgeted Items:**

**10. Non-budgeted Items:**

**11. \*Payment of Bills**