



## 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 26, 2022  
5:00 p.m.

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities:**
  - A. \*Katrina Pytel & Kaity Hirst – request to hold the Holly Frontier Sinclair Memorial Day Races at Jaycee Park on Monday, May 30, 2022, from 6:00 am to 11:00 am. Contingent upon proof of insurance.
4. **City Departments and Employees**
5. **Special Reports**
6. **Approval of Consent Agenda**
7. **Public Hearings** – including consideration of final passage of any ordinance as to which proper notice has been published.
8. **Period for Hearing Visitors** (*3-minute time limit*)
9. **Comments from Public Officials and Contracted Services**
10. **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
11. **Personnel:**
  - A. Consideration and approval to advertise Code Enforcement Officer as full-time vs. part-time
12. **Public Safety:**
  - A. **Police Department:**
  - B. **Fire Department:**

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

**13. Community Development:**

- A. \*Consideration for approval of Case No. 22-06: Preliminary Meadowview Estates Subdivision No. 5 (County). A preliminary plat of Meadowview Estates Subdivision No. 5; Location: South and west of 3004 S. 13<sup>th</sup> Street; Legal: A Summary Replat of, Lot 12A of the Meadowview Estates Replat 3, Lot 13A of the Meadowview Estates Replat, Lots 14A of the Meadowview Estates Replat 2, Lots 15A & 15B of the Meadowview Estates Replat 4, all in the E2NE of Sec 30, Township 17 South, Range 26 East, N.M.P.M., New Mexico; Owner: DPR Land, LLC

**14. Infrastructure:**

**15. City Attorney:**

**16. City Clerk:**

- A. \*Audit report for FY21

**17. Mayor:**

- A. \*Consideration and approval of U.S. Energy Independence Resolution

**18. New or other business from Councilors:**

**19. Adjournment**

**CONSENT AGENDA**  
**April 26, 2022**

1. **Approval of Minutes** April 12, 2022
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
  - A. \*Approval of award of request for proposal to provide Road Construction Signage/Traffic Control/Striping/Safety Material to Sign Safety & Supply, 37 Clark Blvd, Tupelo MS, 38804
  - B. \*Approval of award of Sole Source to provide services for the Artesia Wastewater System (Sole Source vendor is the sole technology supplier of the proprietary Kruger Maxi Ditch system) to Kruger Inc., 1500 Garner Road, Suite C Raleigh, North Carolina 27610
4. **Appointments:**
  - A. Approval of the reappointment of Councilor Raul Rodriguez to the Recreation Advisory Board (term to expire April 2026)
5. **Personnel Resignations, Hirings, Promotions, and Transfers:**

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	Sergeant	\$5949 per month CA39
  - B. Accept the resignation of Beth Hahn, Police Sergeant, effective April 11, 2022
  - C. Accept the resignation of Connor Barry, Recreation Specialist, effective May 20, 2022
  - D. Permission to advertise and fill Recreation Specialist
6. **Dates of Hearing:**
7. **\*Travel and Training:**
  - A. Police – Permission for one (1) employee to participate in the online training Basic Life Support (BLS) Instructor Essentials
  - B. Police – Permission for one (1) employee to attend the Basic Life Support Instructor training in Roswell, NM
  - C. Solid Waste – Ratification of approval for one (1) employee to attend the Recycling certification course in Santa Fe, NM
  - D. Wastewater – Permission for one (1) employee to attend the NM Water & Wastewater Association 2022 Northern School in Espanola, NM
8. **Routine Requests for City Facilities:**
9. **Routine Resolutions (to be assigned a number by staff):**

**10. Budgeted Items:**

A. \*Lodger's Tax Funding Requests:

1) Fiscal Year 2023 Events & Tourism Activity		
a. Artesia Arts Council	year-round	\$ 49,000
b. Artesia MainStreet	year-round	\$ 30,000
c. Artesia Historical Museum	year-round	\$ 30,000
d. Independence Day Celebration	July 2-4,2022	\$ 5,000
e. Eddy County Fair	July 24-30,2022	\$ 25,000
f. Mack Energy Golf Tourney	Aug. 4-6, 2022	\$ 2,500
g. Red Dirt Black Gold	Oct. 1, 2022	\$ 44,000
h. Balloons & Tunes	Nov. 4-6, 2022	\$ 9,400
i. AHS City of Champions Basketball	Dec. 1-3, 2022	\$ 7,200
j. AHS Varsity Baseball Tournament	Mar. 16-18,2023	\$ 4,450
k. AHS Varsity Softball Tournament	Mar. 16-18,2023	\$ 4,450
l. Main Event Car Show & Cruise	Apr. 1, 2023	\$ 15,000

<b>Fiscal Year 2023 Events &amp; Tourism Activity</b>	<b>\$226,000</b>
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2) Advertise Artesia Campaign	
a. Precision Digital	\$ 60,000
b. Vacation Guide	\$ 8,000
c. Digital Billboards	\$ 44,000
d. Focus Magazine	\$ 6,500
e. Ruidoso Visitors Guide	\$ 3,500
f. NM & TX Monthly	\$ 18,000
g. Web	\$ 4,500
h. Other	\$ 25,000
i. Admin/Consulting/Fees	<u>\$ 55,000</u>

<b>Advertise Artesia Campaign</b>	<b>\$ 224,500</b>
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**TOTAL \$ 450,500**

**11. Quarterly Journal Entries:**

**12. Non-budgeted Items:**

**13. \*Payment of Bills**