

**City of Tukumcari
City Commission Meeting Minutes
May 12, 2016**

The Tukumcari City Commission met in a regular meeting on Thursday May 12, 2016 at 6:00 p.m. in the City Commission Chambers, Members present constituting a quorum were: John Mihm, Ruth Ann Litchfield, Amy Gutierrez, Robert Lumpkin, and Ralph Moya.

City Staff members present were: Jared Langenegger, City Manager; Vicki Strand, Community Development Director; April Ulibarri, Admin Asst./Project Manager; Ralph Lopez, Project Manager; Jason Braziel, Police Chief; Shane Warner, Fire Chief; Monika Garrett, Code Enforcement Officer; and Angelica Gray, City Clerk.

Invocation presented Pospichal, First Presbyterian Church and Commissioner Gutierrez lead the Pledge of Allegiance.

Consideration of Changes or Deletions to Agenda

Ms. Gray asked that item 7A be deleted from the agenda and Mr. Langenegger asked that item 5F also be deleted.

Commissioner Gutierrez made the motion to approve the agenda as amended and Commissioner Mihm seconded the motion. Roll call:

Moya	Mihm	Litchfield	Lumpkin	Gutierrez
Yes	Yes	Yes	Yes	Yes

Approval of Minutes

Commissioner Gutierrez made the motion to approve the April 28, 2016 Commission Meeting Minutes and Commissioner Mihm seconded the motion. Roll call:

Lumpkin	Gutierrez	Litchfield	Moya	Mihm
Yes	Yes	Yes	Yes	Yes

Proclamations, Memorials or Petitions

2016/2017 CDBG Proclamation for Fair Housing Day- Mayor Litchfield presented the proclamation to Vicki Strand.

Ordinances or Resolutions

Resolution 2016-10, Eastern Plains Council of Governments- Mr. Langenegger presented this item to the Commission. This resolution is to approve participation in the Eastern Plains Council of Governments; it's one that is done every year. It sets forth our participation and the members in EPCOG and agrees that we will pay the dues. The dues are based on the population and will be the same from last year.

Mayor Litchfield stated the Commission selects a member to attend meetings along with the City Manager. Currently the member is Mayor Pro Tem Lumpkin, he will be staying on but she will also be attending the meetings.

Commissioner Mihm made the motion to approve resolution 2016-10 and Mayor Pro Tem Lumpkin seconded the motion. Roll call:

Moya	Lumpkin	Mihm	Gutierrez	Litchfield
Yes	Yes	Yes	Yes	Yes

Resolution 2016-11, 2016-2017 CDBG Section 3 Plan- Mayor Pro Tem Lumpkin stated that this is something that is voted on every year and is a standard.

Mr. Lopez stated that these are requirements for the CDBG grant which contains federal money in order to meet the requirements set by HUD for Fair Housing. Resolution 2016-11 states that the City of Tucumcari is committed to comply with Section 3 of the Housing and Urban Development act of 1968. This Act encourages the use of small local businesses and the hiring of low income residents of the community. Resolution 2016-12 is for residential anti-displacement and relocation assistance plan is specifies that the grantee under the community development co-op grant must certify that it has in effect the following residential anti-displacement and relocation assistance plan. Resolution 2016-13 is a citizen participation plan, in accordance with the 1987 revisions to the Housing and Community Development Act and in an effort to further encourage citizen participation, the City of Tucumcari has prepared and adopted this Citizen Participation Plan. Resolution 2016-14 is the Fair House Resolution where we resolve to follow all the rules and regulations of the Fair Housing Act.

Mayor Pro Tem Lumpkin made the motion to approve resolutions 2016-11, 2016-12, 2016-13 and 2016-14 and Commissioner Mihm seconded the motion. Roll call:

Mihm	Litchfield	Lumpkin	Gutierrez	Moya
Yes	Yes	Yes	Yes	Yes

City Manager's Report

Mr. Langenegger stated that due to an oversight on his part Luke Grice, who is working with the Championship Rough Stock Challenge, was not on tonight's agenda. They will be putting on an event on July 2nd at the Fair Grounds. The event includes a concert at the Convention Center. They are asking to waive the fees for the Convention Center.

Luke Grice - The Championship Rough Stock Challenge is a growing event and is in the process of having a number of semi regional events in Amarillo which coincides with the finals on New Year's Eve. There will be events for children and professionals. They are trying to make this an annual event. It is an awesome event for the community and will bring back a bit of heritage. They are asking the Commission to waive the fees, that in itself would be a considerable sponsorship.

Mayor Pro Tem Lumpkin stated that since it could not be put up for vote they could postpone the event from having to pay until the next meeting. Mr. Langenegger stated that this is an excellent event. There are a few events that come in and request Lodger's Tax funding, this event is not

asking for that and waiving the Convention Center fee is the least the Commission could do, if this grows and becomes an annual event it will be great for the city and is something we should support.

Mr. Grice stated that this event draws seventy to eighty contestants for the children events and fifty to seventy in the professional events so they will definitely be coming and staying overnight which will generate a lot of income for the community. It's an event that draws a lot of interest. Mayor Litchfield commented that it sounds like a lot of fun and it will be on next meeting's agenda.

Vacant Building Ordinance- We are continuing to make progress with enforcement of our vacant building ordinance. We have begun to have applications for the vacant building license come in to City Hall and will be scheduling inspections of those properties within the next two weeks. We will also be following up with those property owners who have not sent in applications to remind them that an application must be completed and a license must be obtained for vacant buildings within the City in Commercial and Industrial zoned properties.

ACT WRC Project- We held our ACT Work Ready Community Kickoff meeting at the college's Wind Energy Center last Friday. I want to thank the college for their support and for allowing us to utilize their facility. We had a good attendance and are happy to report that we have met our goals set by ACT to be certified as a work ready community. This does not mean that we are finished; however, this is just the beginning. Our goal now is to continue to have people earn their National Career Readiness Certificate and continue to prove our workforce is qualified. Beginning July 1, any applicants to the City must have taken the work keys assessment prior to being hired for employment. These assessments will be offered on a regular basis the first and third Friday of each month at the Convention Center from 9-4.

Beautification Grant- I would like to thank April Ulibarri with our community development office for all of her hard work in coordinating and implementing the Keep America Beautiful Grant for the City. I would also like to thank Eastern Plains Head Start students and teachers who came out to City Hall Tuesday to plant flowers. They always do an excellent job.

Finally, I would like to end my report recognizing our employee of the Quarter. Last year the Commission approved implementing an employee recognition policy which allows for selection of an employee of the quarter. The employee of the quarter award is the quarterly recognition of any one employee at any level who performs duties in a superior manner and exemplifies in attitude and action those traits most desired in a City employee. The selected employee receives a certificate as well as four hours of administrative leave to use as they wish. The employee of the quarter will also be considered for the employee of the year award at our annual recognition banquet. For the third quarter of FY 2016 Ms. Monika Garrett was selected as the employee of the quarter. Monika is a City Code Enforcement Officer. She does an excellent job ensuring that code violations are dealt with swiftly and appropriately. She always treats the public with respect and in a professional manner. Despite having to deal with difficult situations she always maintains a pleasant attitude. Her tireless efforts ensure that our community is one that we can be proud of. It gives me great pleasure to present this Employee of the Quarter Award to Ms. Monika Garrett. We appreciate all of your hard work and dedication to the City of Tucumcari.

Ms. Garret thanked the Commission for the award and stated that she loves working for the City and working with people.

Bids & Contracts

Consideration of Chamber of Commerce Lease Agreement- Gail Sanders presented this item to this Commission. The Chambers has been leasing the building at 404 West Route 66 since the 1960's. The ten year lease is now up and on behalf of Tucumcari Quay County Chamber of Commerce to renew the ten year lease.

Mr. Langenegger stated that with the initial lease the agreement was the City would provide the land, the Chamber would build the building and provide the maintenance and the lease would be for \$1 a year. The Chamber provides a tremendous service to the City, they provide visitors with information, help guide people around the city, advertise in magazines and on the radio along with other places. We ran the lease through the attorney and generally it's frowned upon for municipalities to do leases for \$1 a year, however, since the chamber did construct the building, maintains the building and provides a service to the City it is acceptable in this situation.

Commissioner Moya stated he was under the impression that legislation no longer allows \$1 per year lease but more like in-kind for the value of the property. Mr. Langenegger stated that this lease has the \$1 a year lease but also states that the Chamber was to construct the building, they were in charge of maintenance and had to provide a service to the City. He stated that if it would make the Commission feel more comfortable he could speak with the attorney about removing the \$1 amount and just leave it at in-kind.

Mayor Pro Tem Lumpkin made the motion to approve the lease contingent on speaking with the attorney and Commissioner Gutierrez seconded the motion. Roll call:

Litchfield	Moya	Gutierrez	Mihm	Lumpkin
Yes	Yes	Yes	Yes	Yes

Consideration of extending contract between City of Tucumcari and Tucumcari Mainstreet Organization- Gail Houser presented this item to the Commission. He stated that they had a professional services agreement that was drafted last year for a four year term, to be reviewed every year.

Mr. Langenegger stated that the contract is for \$35,000 per year which supports Mainstreet's operation. This expenditure is well worth what we put into it. Mainstreet has been very valuable in developing the downtown area. We currently have two major projects with Mainstreet, both are bringing money into the City. One is the Great Blocks project which we are looking to develop a master plan to develop three blocks of the downtown area, looking at facade and pedestrian improvements. We are looking at receiving a \$70,000 grant from New Mexico Mainstreet's capital money to accomplish that. The other thing we're working on is a Metropolitan Development Area to help improve the entire downtown. With Mainstreet's help we were awarded a \$50,000 grant from NMFA. In this last year we have received \$120,000 that Mainstreet has helped us bring in. They have also helped us bring in consultants who are working on an assessment for the Princess Theatre. The \$35,000 we pay is a minimal amount compared to what we get back. It is a great service and he believes the City should keep supporting it. Mr. Houser commented that Mainstreet this year has also provided \$32,000 in service.

Commissioner Mihm made the motion to extend the contract for Tucumcari Mainstreet Organization and Mayor Pro Tem Lumpkin seconded the motion. Roll call:

Lumpkin	Gutierrez	Litchfield	Moya	Mihm
Yes	Yes	Yes	Yes	Yes

New Business

Consideration of Request from Elks Lodge #1172 for Fireworks- As a member of the Elk’s Lodge Mayor Pro Tem Lumpkin presented this item to the Commission. He stated in the past the Elk’s and the City of Tucumcari have split the cost for the fireworks and the Elk’s sets them up and puts on the show. The City provides the fire department and ambulance services. It’s a great event the parking lot is always full. Mayor Litchfield asked how much the City provided and Ms. Gray stated that last year the City split the \$6,000 cost and contributed \$3,000.

Mayor Pro Tem Lumpkin made the motion to approve the Elk’s fireworks and Commissioner Mihm seconded the motion. Roll call:

Moya	Lumpkin	Mihm	Gutierrez	Litchfield
Yes	Yes	Yes	Yes	Yes

Consideration of New Library Advisory Board Member, Rachel Burch- Mayor Pro Tem Lumpkin made the motion to approve Rachel Burch as the new Library Advisory Board member and Commissioner Mihm seconded the motion.

Mihm	Litchfield	Lumpkin	Gutierrez	Moya
Yes	Yes	Yes	Yes	Yes

Consideration of waiving Business License Fee for Sun Valley Rides, LLC- Jessica Elebario presented this item to the Commission on behalf of the Quay County Fair Board. She stated that they were requesting a waiver of the business license fee for Sun Valley Rides that will be here during the county fair August 17th-20th. The Quay County Fair Board sponsors the Fair Board each year to provide entertainment for our community during the annual county fair. We are very gracious that Sun Valley Rides comes to our community as other carnivals will not come to Tucumcari because of our size. Sun Valley Rides contributes to our community by paying sales tax and by purchasing food, gas and supplies at our stores and of course staying in our hotels. They also utilize local businesses like Pacheco’s Trucking to haul the rides and also rent facilities from Quay County Rent-A-John. The Fair Board receives 20% of the profit from pre-sale tickets and 10% profit from ticket and game sales during the event which in turn helps us with the cost of hosting the fair. If the fee is not waived it will come out of the profit that the board typically receives. We estimate that 1,000 people come out per day when we have a carnival as compared to 400 to 500 when we did not have a carnival. The mid-way creates excitement to our event that brings people who might not normally come out. This not only helps educate our community about different fair exhibits but also increases profits for the vendors we have at the fair.

Mayor Litchfield commented that Justin Knight had spoken to them during the work session and the rides are a big attraction at the fair.

Mayor Pro Tem Lumpkin made the motion to waive the business license fee for Sun Valley Rides and Commissioner Gutierrez seconded the motion. Roll call:

Moya	Mihm	Litchfield	Lumpkin	Gutierrez
Yes	Yes	Yes	Yes	Yes

Consideration of 2017 Beautification Grant Agreement- April Ulibarri presented this item to the Commission. The City was awarded \$9,300 with the in-kind match of \$2,325 which will come from equipment and labor. These funds will go towards litter control and beautification grants throughout the City.

Mayor Pro Tem Lumpkin thanked Ms. Ulibarri for getting the City the grant and bringing in \$9,300 into the community.

Commissioner Mihm made the motion to approve the 2017 Beautification Grant Agreement and Commissioner Gutierrez seconded the motion. Roll call:

Litchfield	Moya	Gutierrez	Mihm	Lumpkin
Yes	Yes	Yes	Yes	Yes

Consideration of Committees Recommendation for Old and New Landfill Engineering Services, RFP #16-01- Ms. Gray presented this item to the Commission. She stated that they opened proposals on April 26th for the old and new landfill. The City received four responses all of which were found to be responsive. The responses were from Gordon Environmental, Inc., SCS Engineers, Engineering Solutions, & Design, Inc., Souder Miller & Associates. The committee of five evaluated the responses. If a responder performed a perfect score in all categories from all five committee members and after averaging the scores they could earn a total of 178.5 points which includes the 8.5 points given for submitting a valid Resident Business Certificate. The total points for each responder are as follows Gordon Environmental, Inc. 162.7, SCS Engineers 145.5, Engineering Solutions, & Design, Inc. 143.4 and Souder Miller & Associates 157.3. After evaluating all proposals, the evaluation committee has selected Gordon Environmental, Inc. as the most advantageous to the City of Tucumcari. Commissioner Moya asked if the City still had to monitor the landfill, Mr. Langenegger responded for thirty years.

Mayor Pro Tem Lumpkin made the motion to approve the recommendation for Old and New Landfill and Commissioner Mihm seconded the motion. Roll call:

Lumpkin	Gutierrez	Litchfield	Moya	Mihm
Yes	Yes	Yes	Yes	Yes

Consideration of Letter of Support for EMS Tariff Changes- Mr. Langenegger presented this item to the Commission. The New Mexico PRC is considering increasing the state wide ambulance

tariff. It has been seven years since the last ambulance tariff, it is not a huge increase but it is an increase that will help our service. Our ambulance service is one of the city's largest expenses. We are currently taking \$300,000 out of the general fund to subsidize our ambulance service. If the PRC approves this increase it will substantially assist us in providing our service and offsetting those costs. Over the last three years the budget has increased by 30%. This letter offers the City's support to the PRC increasing the tariff. Commissioner Moya asked if the City has received any reimbursements from the County, Mr. Langenegger stated that he is investigating how the City can go about pursuing reimbursements.

Mayor Pro Tem Lumpkin asked if the tariff increases does that mean the individual will be charged more. Mr. Langenegger stated since this is a state wide increase so the amount we're allowed to bill for would increase and the patient's cost would increase. Mayor Pro Tem Lumpkin asked if insurance would cover this increase. Chief Warner stated that the City has contract services so the insurance companies have a contract price which covers a percent of the charge. The state tariff would go out for negotiation for contract services and those increase so we would see more revenue.

Commissioner Moya made the motion to approve the letter of support for EMS Tariff Changes and Commissioner Gutierrez seconded the motion. Roll call:

Moya	Lumpkin	Mihm	Gutierrez	Litchfield
Yes	Yes	Yes	Yes	Yes

Public Comments

Rick Haymaker- He stated that the dinner theatre that the college put on was a great success and encouraged everyone to support the event. Friday May 13th is Mesaland's graduation. Also on Friday, Artspace will be having a drum circle at 6:30 p.m. refreshments will be provided. He stated that he was able to attend the ACT certification celebration and was glad to see it moving forward. He thanked the Commission and Ms. Garrett for their work in the community.

Items From Commissioners

Commissioner Mihm thanked everyone for coming. He thanked the volunteers for the boards and stated that it was good to see young people such as Rachel Burch engaging in the community and volunteering her time to assist on the library board.

Mayor Pro Tem Lumpkin thanked everyone for coming and wanted to reiterate his appreciation for the people who serve on the boards and all the volunteers who are helping bring in the new events.

Commissioner Gutierrez congratulated all surrounding area graduates. She stated that she is looking forward to the events that are coming during the summer and thanked all those involved. She thanked Ms. Ulibarri for beautifying the community and all those who are doing their due diligence to help. Don't forget the Mesaland's graduation Friday the 13th at 6:30 p.m. She thanked everyone for coming.

Commissioner Moya stated that he attended the Museum Board meeting and was very impressed with people that were there working and volunteering but there are some questions about liability.

He stated there was a lack of a quorum but one of the things that were brought up was they feel they provide a lot of good services for the tourist industry but they don't seem to get a lot of support such as advertising for and something that he noticed while viewing the museum was the lack of description plaques for the exhibits. The Tucumcari Historical Society is doing an excellent job but the City needs to help a little more, we are not seeing the facility's full potential. They also need to find people that have more interest so they will show up to the meetings in order to get things done.

Mayor Litchfield thanked everyone for coming and thanked the listening audience, she appreciates all the participation. She was able to attend the all "A" banquet for the high school. Rosalyn Nguyen, a Tucumcari graduate was the guest speaker. Ms. Nguyen had so many positive things to say about Tucumcari, that she grew up with a lot of support from the community. Ms. Nguyen was also chosen as one of the top forty under forty business people in Albuquerque. Her brother Jimmy, is a neurosurgeon in Arizona, so this just goes to show you what can be done in a small community. Two of the students at the banquet, Ashlee Bradley and Cellisha Martinez are both graduating from high and also getting their Associates Degree from Mesalands, this is quite an accomplishment. This says a lot about our community and she is very proud of both girls. She stated she has received several phone calls with concerns about the cemetery and knows the cemetery board is not very active so that is also something they need to look into. There is a lot going on in Tucumcari, we have a lot of things to be proud of. There is a lot to do in Tucumcari and encouraged everyone to get involved.

Ms. Gray stated in regards to Commissioner Moya's comment about the Museum Board there is currently an ad in the Quay County Sun asking for three volunteers for the Museum Board it will be published in the next paper as well with a May 31st deadline.

Adjournment

Mayor Litchfield asked for a motion to Adjourn. Commissioner Mihm made the motion to adjourn and Mayor Pro Tem Lumpkin seconded the motion. Roll call:

Mihm	Litchfield	Lumpkin	Gutierrez	Moya
Yes	Yes	Yes	Yes	Yes

Meeting adjourned at 7:01 p.m.

Ruth Ann Litchfield, Mayor

ATTEST:

Angelica M. Gray, City Clerk