

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL WORK SESSION MEETING
ON WEDNESDAY, MARCH 12, 2014 AT 5:30 P.M. IN THE CITY COUNCIL
CHAMBERS**

MAYOR: Alfonso E. Ortiz, Jr.

COUNCILORS: David L. Romero
Joey Herrera- Arrived at 5:35 p.m.
Vincent Howell
Tonita Gurule-Giroń

ALSO PRESENT: Tim Dodge, City Manager
Casandra Fresquez, City Clerk
Dave Romero, City Attorney
Christian Montano, Sergeant at Arms

CALL TO ORDER

Mayor Alfonso E. Ortiz, Jr. called the meeting to order at 5:30 p.m.

ROLL CALL

PLEDDGE OF ALLEGIANCE

MOMENT OF SILENCE

Mayor Alfonso E. Ortiz, Jr. asked for a moment of silence to appreciate the success of the events that took place the day prior at Plaza Park, regarding the Bradner Dam Project.

APPROVAL OF AGENDA

Councilor Howell made a motion to approve the agenda. Councilor Romero seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

| | | | |
|---------------------|-----|-----------------|--------|
| Tonita Gurule-Giroń | Yes | David L. Romero | Yes |
| Vincent Howell | Yes | Joey Herrera | Absent |

City Clerk Fresquez re-read the motion and advised that the motion carried.

MAYOR'S APPOINTMENTS

Mayor Ortiz, Jr. advised there were no appointments at this time but wanted to express thoughts concerning Councilor Howell's results from his eye doctor and thanked God that he was healing well.

MAYOR'S RECOGNITIONS

None at this time.

PRESENTATIONS

Mr. Paolo Degiorgi, a student from United World College, presented a proposal for single use biodegradable disposable bags. He spoke of the negative affects it causes to the environment; he also added different alternatives that could be taken instead of using plastic bags.

Mrs. Pat Leahan wanted to acknowledge the efforts of Mr. Degiorgi and thanked him for his dedication to this issue.

Mayor Ortiz, Jr. thanked Mr. Degiorgi for his ideas and advised that the City of Las Vegas would follow-up with him to hopefully move forward with this plan.

Councilor Howell had questions on availability and costs of the biodegradable disposable bags.

PUBLIC INPUT

Mr. Bob Wessley advised that Mayor Ortiz, Jr. was recognized by the State Engineer for his efforts on working on the water problems of the City of Las Vegas. Mr. Wessley expressed his concerns about the water situation.

CITY MANAGER'S REPORT

City Manager Dodge advised that Pamela Marrujo Interim Housing Director and Ann Marie Gallegos, Interim Finance Director would be reporting on the transitional plans for their respective departments.

Interim Housing Director Pamela Marrujo advised that she is working closely on developing transitional plans with Interim Finance Director Ann Marie Gallegos. Interim Finance Director Gallegos, spoke on the projects being worked on within the department.

Interim Finance Director Ann Marie Gallegos advised that they are working on audits, along with the Finance Dept. staff. Interim Finance Director Gallegos, discussed on recently attending auditor training held at Luna Community College and several other projects they are working on within the Finance Dept.

Interim Housing Director Marrujo reported that the new city web site would be available soon and the improvements would allow it to be more user- friendly. Interim Housing Director Marrujo spoke about the transition process to the Housing Authority Department, and added that she would continue to assist Interim Finance Director when needed.

Councilor Gurule-Giroñ had questions on the City of Las Vegas Website and the backup program for the Tyler System.

Interim Housing Director Marrujo clarified that there was a backup system for the Tyler Program.

DISCUSSION ITEMS

1. Resolution 14-15 to approve and adopt the PHA's 2013 Annual plan.

Interim Housing Director Pamela Marrujo advised the City of Las Vegas Housing Authority is required to submit an annual plan every year in order to receive capital funds.

Councilor Gurule-Giroñ had questions and concerns on Resolution 14-15 to approve and adopt the PHA's 2013 Annual plan.

Interim Housing Director Marrujo addressed the concerns.

There were no objections to placing on consent agenda.

2. Resolution 14-16 to approve and adopt the PHA's 2014 Annual Plan and 5 year Plan.

Interim Housing Director Marrujo advised that The U.S. Department of Housing and Urban Development requires PHA's to develop an Annual Plan and a 5 Year Plan in order to receive Capital Funds and have a plan for future improvements to the PHA. Interim Housing Director Marrujo added that it would require public input.

Councilor Gurule-Giroñ questioned items one and two being on public input.

City Manager Dodge advised both items had gone through public input.

Councilor Howell added that he was present at the Housing Authority Meeting and received questions from the Resident Advisory Board and listened to their concerns as well.

There were no objections to placing on consent agenda.

Mayor Ortiz, Jr. asked City Clerk Casandra Fresquez to read a note that Pat Leahan wasn't able to read earlier during public input because she hadn't signed in. City Clerk Fresquez read the note from Carole Silon, also known as "Mayor Nanita" from the Over the Edge play, who recently passed away and noted that she was thankful to the current City Administration for all their hard work and recognized them as "the best administration that she had ever seen."

Mayor Ortiz, Jr. sent condolences to the family on behalf of the City of Las Vegas.

3. Resolution 14-14 adopting a Title VI Program in accordance with Federal Transit Administration requirements.

Elmer Martinez, Transportation Manager advised that the City of Las Vegas public transportation provider, Meadow City Express is now required under Federal Transit Administration to adopt its own Title VI Program relative to the Civil Rights Act and unlawful discriminatory practice.

Councilor Gurule-Giroń had questions on several items on the Title VI Program booklet.

Transportation Manager Martinez addressed the questions.

Councilor Herrera had questions on the requirements of having an Advisory Board Committee.

Transportation Manager Martinez explained that the department was not required to have an Advisory Board Committee.

Mayor and Council had no objections to placing item on consent agenda.

Mayor Ortiz, Jr. had questions regarding the status of the Amtrak Train.

Transportation Manager Martinez explained the process and expressed that the Transportation Department would do their part in trying to keep that service for the community.

Councilor Howell advised that there is an Amtrak petition available to the community in support to keep this service.

4. Resolution 14-17 Budget Adjustment Resolution.

Interim Finance Director Ann Marie Gallegos advised that the City is in need of increasing or decreasing the FY 2014 budgeted revenues or expenditures, transfers in or transfers out within various funds.

Councilor Gurule-Giroń had questions and concerns on transfers on budget adjustments.

City Manager Dodge addressed the questions and concerns.

Councilor Howell welcomed Interim Finance Director, Ann Marie Gallegos to the finance dept and thanked her for the open door policy she practices.

Mayor Ortiz, Jr. commended Interim Finance Director, Ann Marie Gallegos on her knowledge in accounting and business management.

There were no objections to place this item on consent agenda.

5. Resolution 14-12 Housing Section 3 and Citizen Participation Plan.

City Manager Dodge advised he would be presenting the item, as Utilities Manager, Ken Garcia was out on leave.

City Manager Tim Dodge advised that the Housing and Urban Development Act of 1968 as amended requires that training, employment and contract opportunities generated by HUD financial assistance for housing and community and development programs shall, to the greatest extent feasible, be given to low and very low income persons, and to businesses that provide economic opportunities for these persons. The City of Las Vegas is currently receiving Community Block Grant funding and must adopt this resolution annually.

Councilor Gurule-Giroń had questions on the Updated Citizen Participation Plans, and if the City of Las Vegas had met all criteria for the Citizen Participation Plan.

City Manager Dodge advised that it is a requirement for recipients to have these plans in place, in order to be in compliance and that all criteria had been met.

Councilor Gurule-Giroń had questions on who would be handling presentations for CDBG Grants.

City Manager Dodge advised that there would be project managers from each department to present the CDBG Grants.

Councilor Howell had questions concerning the CDBG Grant; regarding set aside fund percentage amounts for public services.

City Manager Dodge explained that currently there were no funds in place for public service.

Councilor Tonita Gurule-Giroń added that there was a State Emergency Set Aside Program.

Councilor Howell spoke about San Miguel County Reintegration Project-Health Impact Assessment needing funding and if it would qualify under the CDBG Grant Public Service.

City Manager, Dodge advised that the NM Finance Authority offers small grants to entities in need of funding and recommended looking into that option.

There were no objections on placing item on agenda.

6. Resolution 14-13 assigning official representatives and signatory authority for the Clean Water State Revolving Fund agreement 016.

City Manager Tim Dodge advised this resolution is required by the funding agency to assign representatives and signatory authority for the grant when the agreement is drafted.

Councilor Gurule-Giroń had questions regarding signatory authority and advised that there should be two signatures.

City Manager, Dodge advised that according to the document, it does allow for more than one signature on financial documents.

Councilor Howell advised that he agreed with Councilor Gurule-Giroń, on her recommendation to allow two signatures.

Councilor Herrera asked if adding another name would be in violation of the Las Vegas City Charter.

Dave Romero, City Attorney advised that it would not be in violation of the charter.

Councilor Gurule-Giroñ recommended to the council that there would be two signatory authorities on any borrowing for the City of Las Vegas.

There were no objections to Councilor Gurule-Giroñ's recommendation and no objections to item number six being placed on consent agenda.

City Manager Dodge advised that the chairman on utilities board had recommended approval on the last two items presented.

7. Resolution 14-18 adopting the State and Federal Procurement Code

City Attorney Dave Romero advised that the City is a Home Rule Charter and as such has the opportunity to either develop its own procurement procedures or adopt State Procurement Code and or Federal Procurement Code and will follow the more stringent of the two in accordance with any State or Federal laws.

City Manager Dodge made a recommendation to adopt the codes that are in place.

Councilor Gurule-Giroñ expressed that the adoption of the Resolution was good for the City of Las Vegas as well as for the community and had several questions and concerns on the procurement process and what kind of training is involved for those who handle procurement.

Interim Finance Director, Ann Marie Gallegos advised that Finance Department would update the procurement code and then provide training.

Councilor Gurule-Giroñ had concerns regarding CFR and Federal Regulations and how the city would acquire amendments and addendums needed for required training.

City Manager Dodge advised that the Federal procurement is more of a process City that would be utilized with the Housing Department and also that Interim Housing Director Marrujo and her staff sit in on a weekly conference call throughout the district and provide updates on CFR, OMB Circular and Systems Manuals.

Councilor Gurule-Giroñ suggested that Interim Housing Director Marrujo could attend intensive procurement training that is available and that it would be very beneficial to her as a director.

Mayor Ortiz, Jr. had concerns on keeping up with the changes in procurement. Mayor Ortiz, Jr. expressed that the intent of the City of Las Vegas would be to follow regulations to the fullest of the procurement code.

City Manager, Dodge advised Mayor Ortiz, Jr. that council was aware of his concerns and that they would be addressed.

Councilor Howell questioned the availability of electronic alerts on changes from the Federal and State Procurement Departments.

Councilor Herrera advised that CFR provides an annual cycle calendar for updates.

There were no objections to placing this item on consent agenda.

8. Confirming appointment and approval of contract to Ann Marie Gallegos as Finance Director.

Tim Dodge, City Manager advised that as per the City of Las Vegas Municipal Charter the City Manager shall appoint department directors subject to the approval by the Governing Body.

There were no objections to placing item on consent agenda.

9. Confirming of appointment of Pamela Marrujo as Housing Director.

City Manager Tim Dodge advised as per the City of Las Vegas Municipal Charter the City Manager shall appoint department directors subject to the approval by the Governing Body.

Councilor Gurule-Giroń made a recommendation regarding Interim Housing Director, Pamela Marrujo receiving intensive training as Housing Director due to the complexity of regulations for Public Housing.

There were no objections by the governing body to place this item on consent agenda.

10. Recommendation to reject Bid #2014-18 for the E. Romero Fire Station Phase Two.

City Manager Tim Dodge recommended that Bid #2014-18 be rejected and scheduled for rebid due to the Engineers Estimate being over the budget.

Councilor Gurule-Giroń requested a breakdown of the engineers estimate prior to the next meeting.

City Manager Dodge advised he would obtain that information for her.

Councilor Howell asked if the architect would revise estimate after viewing bids.

City Manager Dodge advised that in order to re-bid the project the architect would have to identify any variances in supplies and materials and re-evaluate the bid and at that time make the decision to re-bid with current plan or re-design and added there would be no additional charge for re-design.

Councilor Gurule-Giroń asked if bid was a line item or lump sum bid.

City Manager Dodge advised that it was a line item bid.

City Manager Dodge recommended that business item number ten be changed to reject all bids for Bid #2014-18 and to rebid the project.

EXECUTIVE SESSION

City Manager Dodge advised there was no need for executive session at this time.

Mayor Ortiz, Jr. informed he had attended a hearing in Santa Fe and gave an overview concerning the change of scope submitted for the 500,000 gallon tank for Taylor Well and the booster pump for Valencia Tank and spoke about the importance of the funding for our water situation. Mayor Ortiz, Jr. added that an additional 2 million dollars were awarded by Governor Martinez and stated we are still in need of another 6 million dollars for the Bradner Dam Project and that we are aggressively working on several options to obtain the rest of the funding.

Councilor Gurule-Giroñ asked if the 2 million dollars for the capital funds were from the House or Senate Bill.

City Manager Dodge advised it was from the House Bill and that it was an amendment that was added.

Councilor Gurule-Giroñ had questions on the time line of the expenditures for the 2 million dollars funded and asked how the City of Las Vegas fared with severance tax dollars, on statewide bases.

City Manager Dodge advised that the City of Las Vegas was faring extremely well with severance tax dollars.

Mayor Ortiz, Jr. recognized Representative Jim Trujillo from the Santa Fe area and several other representatives for their help and support in acquiring this funding.

City Manager Dodge praised the fundraising efforts of the departments in the City of Las Vegas and other non-profit organizations.

ADJOURN

Councilor Gurule-Giroñ made a motion to adjourn. Councilor Gurule-Giroñ seconded the motion.

Mayor Ortiz, Jr. asked for roll call. Roll call vote was taken and reflected the following:

David L. Romero

Yes

Joey Herrera

Yes

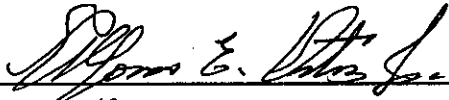
Vincent Howell

Yes

Tonita Gurule-Giroń

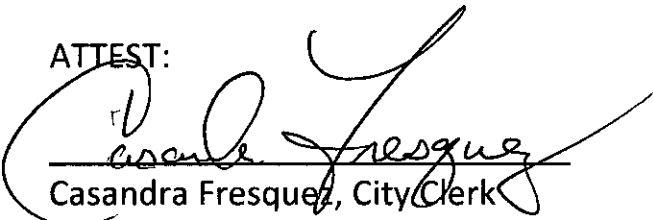
Yes

City Clerk Fresquez re-read the motion and advised the motion carried.



Mayor Alfonso E. Ortiz, Jr.

ATTEST:



Casandra Fresquez, City Clerk