

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL WORK SESSION  
HELD ON WEDNESDAY DECEMBER 8, 2014 AT 5:30 P.M. IN THE CITY  
COUNCIL CHAMBERS**

**MAYOR:** Alfonso E. Ortiz, Jr.

**COUNCILORS:** Tonita Gurule-Giron  
Vince Howell  
Joey Herrera – 5:35 p.m.  
David L. Romero

**ALSO PRESENT:** Elmer J. Martinez, Acting City Manager  
Casandra Fresquez, City Clerk  
Dave Romero, City Attorney  
Eugene Garcia, Sergeant at Arms

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

Mayor Ortiz Jr. asked for a moment of silence to wish everyone Happy Holidays.

**APPROVAL OF AGENDA**

Councilor Howell made a motion to approve the agenda as is. Councilor Romero seconded the motion.

Mayor Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

David L. Romero	Yes	Tonita Gurule-Giron	Yes
Vince Howell	Yes	Joey Herrera	<i>Not Arrived</i>

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

## **MAYOR'S APPOINTMENTS**

Mayor Ortiz Jr. advised he would be recommending the appointments of City Clerk, City Attorney and Police Chief and asking for approval of the governing body at the following meeting.

## **MAYOR'S RECOGNITION/PROCLAMATION**

Mayor Ortiz Jr. advised there were none at the present time.

## **PUBLIC INPUT**

Bob Wessely spoke to the governing body regarding settling the lawsuits with the acequias. Too much money is being spent on attorney fees that would benefit the City's water system.

## **CITY MANAGER'S INFORMATIONAL REPORT**

Acting City Manager Martinez advised Utilities Director Garcia would be presenting on the events that happened over the weekend involving the water line work that was done in the area of the New Mexico Behavioral Health.

Utilities Director Garcia advised the governing body that on Saturday around 6:00 p.m. calls were being received concerning the area of Highway 65 where a major water main break had occurred. On call personnel were on the scene to address the problem and ran into many issues as the area affected was a main line that feeds into the City. Utilities Director Garcia gave an overview of the leak in the area and when the lines were installed. Staff worked into the following morning to isolate the leak and minimize the impact on customers in the area. Utilities Director Garcia thanked all the staff from various departments that helped during this repair to the line.

Questions were asked how the public was informed of the line break and interruptions to services.

Utilities Director Garcia advised there was discussion on how to better communicate with the public and when breaks occur and will be talking with the radio stations about staffing on the weekends in the event situations like this occur.

Acting City Manager Martinez advised he is looking into possibility of adding action items onto the Work Session agenda in the event there are items that need immediate action versus holding a Special Meeting. This would also apply

to ordinances where the item is brought before the governing body twice, currently ordinances are taking two months to be adopted.

Questions and discussion took place regarding Special Meetings.

## **DISCUSSION ITEMS**

1. Out of State Travel for Management negotiating team members Victoria Lovato and Andrew Quintana to attend Employee Relations Law Seminar in Newport Beach, CA.

Acting City Manager Martinez advised the primary members of the City's Management negotiating team will receive certification in employee relations. This certification will aid the City's overall knowledge of how to better address any and all employment matters as well as help reduce the need for professional services. Ms. Lovato and Mr. Quintana have been members of the negotiating team for the last five years and during that time have not received formal training and he feels that by sending them to this seminar will be beneficial as the City will be negotiating three full contracts.

Questions were asked if the governing body could have some form of training in the area of hiring and labor laws.

Acting City Manager Martinez advised he would look into providing some training to the governing body.

The governing body agreed to place the item as a consent agenda item

2. Request for Proposal for the Las Vegas Police Department gasoline fleet maintenance repair contract.

Deputy Chief Eugene Garcia advised the governing body the Las Vegas Police Department has published for the Request for Proposal. This process brings structure to procurement decisions and is meant to allow the risks and benefits to be identified. Only one company submitted for the RFP. Interviews were conducted and the department will be requesting to award the proposal to D.A.G Enterprise of NM, LLC.

Questions were asked what line item would be used and why no other business submitted. Questions were asked how the businesses were contacted.

Deputy Chief Garcia advised they received a call from Quality Motors that would not be submitting for the RFP because they did not meet the requirement of having on staff a certified ASC mechanic. Deputy Chief Garcia advised the RFP was published in the Las Vegas Daily Optic and the website.

Discussion took place on making changes to how this particular RFP process is handled and how businesses are contacted.

The governing body agreed to place the item as consent agenda item.

### 3. Resolution #14-71 Budget Adjustment Resolution.

Finance Director Gallegos advised the City is in need for increasing or decreasing the FY 2015 budgeted revenues or expenditures, transfers in or out within various funds. Finance Director Gallegos explained the specific line items that were being adjusted and explained the purpose of each one.

The governing body asked if a small explanation of the transfers could be included in the backup documentation.

Finance Director Gallegos advised she would start providing additional background for the transfers.

The governing body agreed to place the item as a consent agenda item.

### 4. Bid #2015-14 for the Rough Rider Museum Roofing Improvements.

Project Manager Cavazos advised the bids for the Rough Rider Museum Roofing Improvements was scheduled for bid opening on December 4, 2014 for removal and replacement of roof membrane, wood decking, roof insulation, painting and concrete sidewalk repair. There were four bids received for the project and Everguard Roofing, LLC was the lowest bidder.

Questions were asked if the contractor would be able to complete the work for the amount listed in the bid and were there assurances that there would be no change orders made to increase the actual amount of the work.

Project Manager Cavazos advised the standard practice is there is a 10% allowable in change orders approved by the City Manager and as Project Manager he will watch the project closely to ensure it does not go over budget.

Questions were asked why sidewalk work was included when the City has a contractor for sidewalk repairs throughout the City.

Acting City Manager Martinez advised there is concrete work that needs to be done on the roof.

Project Manager Cavazos advised there was water damage to the sidewalk as you enter under the portal, portions of the concrete have come apart and the architect felt it would be best to tie the repair into the roof project to ensure the entrance was safe.

Questions were asked why the bid cost and engineers estimate was different with this particular bid and Item Number 5.

Project Manager Cavazos explained the engineers estimates are based on the industry standards and certain types of materials particular for those projects.

The governing body agreed to place the item as a consent agenda item.

5. Bid #2015-15 for Carnegie Library Repairs.

Discussion took place regarding change orders.

The governing body agreed to place the item as a consent agenda item.

6. Submission of request for proposals for Maintenance and Repair Services for the City of Las Vegas Utilities Department and other City departments.

Utilities Director Garcia advised the Utilities Department would like to submit a request for proposals for maintenance and repair services on an as needed basis for the Utilities Department and other City Departments. The services will include but are not limited to repair, replacement and rehabilitation work. Utilities Director Garcia gave a brief overview of the services listed in the RFP.

Concerns were expressed about having open ended proposals and contracts.

Utilities Director Garcia advised that the type of repairs that were suggested would mainly be considered emergency repairs that are beyond what City staff could fix themselves.

Discussion took place regarding the RFP and clarifying emergency situations where repairs are needed and how is the RFP for the Police Department gasoline fleet repair different from this RFP.

Acting City Manager Martinez advised he would like to see emergency worded into the RFP and make sure it does not violate procurement or RFP standards.

Questions were asked how long the term of the contract would be and would cost remain the same throughout.

Acting City Manager Martinez advised the item would be revised and brought before the governing body for the Regular Meeting.

7. Providing water service to Mr. & Mrs. Esequiel Mascararenas off the East Loop Water Line.

Utilities Director Garcia advised the East Loop water line up to Zeamway Road will be completed the first week of January 2015. Mr. Mascararenas purchased a water tap from Mr. Jeff Salman and has paid all fees. The Utilities staff is requesting permission to serve Mr. & Mrs. Mascararenas off the new line.

Questions and discussion took place regarding the transfer of water rights for the taps to customers. Questions were asked how many taps were purchased by Mr. Salman.

Discussion took place on procedures concerning water taps outside city limits and informing the customer of the possibility of parts of the City being annexed into the City limits.

Acting City Manager Martinez advised he would look over the agreement and see if there were conditions on the sale of water taps and discuss the item at the regular meeting.

**EXECUTIVE SESSION**

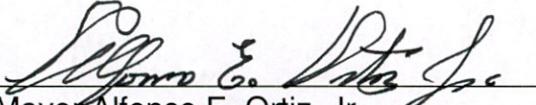
Councilor Herrera made a motion to adjourn. Councilor Gurule-Giron seconded the motion.

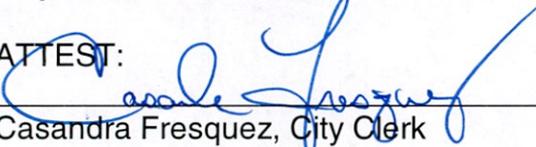
Mayor Ortiz Jr. asked for a roll call. Roll call was taken and reflected the following.

David L. Romero	Yes	Tonita Gurule-Giron	Yes
Vince Howell	Yes	Joey Herrera	Yes

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

**ADJOURN**

  
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Mayor Alfonso E. Ortiz, Jr.

ATTEST:  
  
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Casandra Fresquez, City Clerk