



# CITY OF LAS VEGAS

1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701  
505-454-1401 FAX: 505-425-7335

Mayor Tonita Gurule-Giron  
CITY OF LAS VEGAS  
SPECIAL CITY COUNCIL AGENDA  
**July 11, 2016–Monday– 10:00 a.m.**  
**City Council Chambers**  
**1700 N. Grand Ave**

*(The City Council shall act as the Housing Authority Board of Commissioners on any matters on the Agenda concerning the Housing Department.)*

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MOMENT OF SILENCE**
- V. **APPROVAL OF AGENDA**
- VI. **PUBLIC INPUT (not to exceed 3 minutes per person and persons must sign up at least fifteen (15) minutes prior to meeting.)**
- VII. **BUSINESS ITEMS**
  1. Approval/Disapproval to remove Community Development Director, Lindsey Valdez.  
  
***Richard Trujillo, City Manager*** As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. D. Department directors are at-will employees who may be suspended or removed by the city manager, subject to approval by the Governing Body.
  2. Approval/Disapproval to appoint Annette Velarde as Community Development Director.

***Richard Trujillo, City Manager*** As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

3. Approval/Disapproval to appoint Maria Gilvarry as Utilities Director.

***Richard Trujillo, City Manager*** As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

4. Approval/Disapproval to appoint Veronica Gentry as Public Works Director.

***Richard Trujillo, City Manager*** As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

5. Approval/Disapproval to appoint Carmela Martinez as Housing Director.

***Richard Trujillo, City Manager*** As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

## **VIII. EXECUTIVE SESSION**

**THE COUNCIL MAY CONVENE INTO EXECUTIVE SESSION IF SUBJECT MATTER OF ISSUES ARE EXEMPT FROM THE OPEN MEETINGS REQUIREMENT UNDER § (H) OF THE OPEN MEETINGS ACT.**

- A. Personnel matters, as permitted by Section 10-15-1 (H) (2) of the New Mexico Open Meetings Act, NMSA 1978.**
- B. Matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1 (H) (7) of the New Mexico Open Meetings Act, NMSA 1978.**

**C. Matters pertaining to the discussion of the sale and acquisition of real property, as permitted by Section 10-15-1 (H) (8) of the Open Meetings Act, NMSA 1978.**

**IX. ADJOURN**

**ATTENTION PERSONS WITH DISABILITIES:** The meeting room and facilities are accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office prior to the meeting so that arrangements may be made.

**ATTENTION PERSONS ATTENDING COUNCIL MEETING:** By entering the City Chambers, you consent to photography, audio recording, video recording and its/their use for inclusion on the City of Las Vegas Web-site, and to be televised on Comcast.

**NOTE:** A final agenda will be posted 72 hours prior to the meeting. Copies of the Agenda may be obtained from City Hall, Office of the City Clerk, 1700 N. Grand Avenue, Las Vegas, N.M 877013

**CITY COUNCIL MEETING AGENDA REQUEST**

**DATE:** 7/6/16

**DEPT:** Executive

**MEETING DATE:** 7/11/16

**ITEM/TOPIC:** Removal of the Community Development Director.

**ACTION REQUESTED OF COUNCIL:** Approval/Disapproval to remove Community Development Department Director, Lindsey Valdez.

**BACKGROUND/RATIONALE:** *Richard Trujillo, City Manager* As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. D. Department directors are at-will employees who may be suspended or removed by the city manager, subject to approval by the Governing Body.

**STAFF RECOMMENDATION**

**COMMITTEE RECOMMENDATION:**

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.**

\_\_\_\_\_  
**SUBMITTER'S SIGNATURE**

**REVIEWED AND APPROVED BY:**



\_\_\_\_\_  
**TONITA GURULE-GIRON  
MAYOR**

\_\_\_\_\_  
**ANN MARIE GALLEGOS  
FINANCE DIRECTOR  
(PROCUREMENT)**



\_\_\_\_\_  
**RICHARD TRUJILLO  
CITY MANAGER**

\_\_\_\_\_  
**PURCHASING AGENT  
(FOR BID/RFP AWARD)**

\_\_\_\_\_  
**H. CHICO GALLEGOS  
CITY ATTORNEY  
(ALL CONTRACTS MUST BE  
REVIEWED)**



**ARTICLE V**

**OFFICERS, DIRECTORS AND EMPLOYEES**

**Section 5.01. City Manager—Appointment and General Provisions.**

**Section 5.02. City Manager—Removal.**

**Section 5.03. City Manager—Powers and Duties.**

**Section 5.04. City Attorney.**

**Section 5.05. City Clerk.**

**Section 5.06. Chief of Police.**

**Section 5.07. Departments.**

**Section 5.08. Personnel System.**

**Section 5.01. City Manager—Appointment and General Provisions.**

A. The city manager shall be appointed by the Mayor, subject to Council approval. The Governing Body shall enter into a contract with the City Manager which shall establish, among other matters, compensation, benefits, duties and responsibilities.

B. The city manager shall be appointed solely on the basis of executive and administrative qualifications, and shall establish residency in San Miguel County within ninety (90) days of acceptance of the appointment.

C. The city manager, if not already certified by the International City Managers Association (ICMA), shall be working to achieve certification while in the employ of the city. All applicants shall be in the process of obtaining ICMA certification or shall be a corporate member when hired.

D. The City Manager shall designate other employees of the City to perform the functions of the office during any absence of thirty (30) days or less. The Mayor shall appoint, subject to Council approval, an acting City Manager for any absence exceeding thirty (30) days.

**Section 5.02. City Manager; Removal.**

The City Manager serves at the pleasure of the Governing Body, and may be suspended or removed without cause at any time by the Mayor, subject to approval of the Council, or by the Governing Body by a majority of all members of the Governing Body.

**Section 5.03. City Manager—Powers and Duties.**

1   **Section 5.06. Chief of Police.**

2       A. There shall be a Chief of Police.

3       B. The Mayor shall appoint the Chief of Police, subject to Council approval. The Governing  
4       Body shall enter into a contract with the chief of police which shall establish, among  
5       other matters, compensation, benefits, duties and responsibilities. The Chief of Police  
6       shall establish residence in San Miguel County within ninety (90) days of acceptance of  
7       appointment.

8       C. The Chief of Police serves at the pleasure of the Governing Body, and may be suspended  
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12   **Section 5.07. Departments.**

13      A. Subject to approval of the Governing Body, the city manager shall establish such  
14      departments as are necessary for efficient administration of the City.

15      B. Each department shall be under the supervision of a department director, subject to the  
16      direction and supervision of the city manager.

17      C. The city manager shall appoint department directors, subject to approval by the  
18      Governing Body.

19      D. Department directors are at-will employees who may be suspended or removed by the  
20      city manager, subject to approval by the Governing Body.

21      E. The city manager may serve as a department director, provided that the manager shall not  
22      serve as either city clerk or finance director.

23   **Section 5.08. Personnel System.**

24      A. The Governing Body shall adopt a personnel ordinance which is consistent with this  
25      Charter establishing the personnel policies, rules and procedures of the City. All  
26      appointments and promotions of City employees, other than department directors and  
27      those employees who are by this Charter or by ordinance designated as at will employees,  
28      shall be made solely on the basis of merit and fitness in accordance with the personnel  
29      ordinance to be adopted by the Governing Body.

30      B. The personnel ordinance shall:

31       (1) Establish a merit system governing personnel policies necessary for the effective  
32       administration of the employees of the City departments, offices and agencies,  
33       including but not limited to classification and pay plans, examinations, force  
34       reduction, discipline, termination, removals, working conditions, provisional and  
35       exempt appointments, in-service training, grievances and relationships with  
36       employee organizations;

37       (2) Be consistent with all mandatory federal and state requirements; and



**CITY COUNCIL MEETING AGENDA REQUEST**

**DATE:** 7/6/16

**DEPT:** Executive

**MEETING DATE:** 7/11/16

**ITEM/TOPIC:** Appointment of the Community Development Director.

**ACTION REQUESTED OF COUNCIL:** Approval/Disapproval to appoint Annette Velarde as the Community Development Director.

**BACKGROUND/RATIONALE:** *Richard Trujillo, City Manager* As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

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**REVIEWED AND APPROVED BY:**



**TONITA GURULE-GIRON  
MAYOR**



**RICHARD TRUJILLO  
CITY MANAGER**

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**PURCHASING AGENT  
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**ARTICLE V**

**OFFICERS, DIRECTORS AND EMPLOYEES**

**Section 5.01. City Manager—Appointment and General Provisions.**

**Section 5.02. City Manager—Removal.**

**Section 5.03. City Manager—Powers and Duties.**

**Section 5.04. City Attorney.**

**Section 5.05. City Clerk.**

**Section 5.06. Chief of Police.**

**Section 5.07. Departments.**

**Section 5.08. Personnel System.**

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- B. The city manager shall be appointed solely on the basis of executive and administrative qualifications, and shall establish residency in San Miguel County within ninety (90) days of acceptance of the appointment.
- C. The city manager, if not already certified by the International City Managers Association (ICMA), shall be working to achieve certification while in the employ of the city. All applicants shall be in the process of obtaining ICMA certification or shall be a corporate member when hired.
- D. The City Manager shall designate other employees of the City to perform the functions of the office during any absence of thirty (30) days or less. The Mayor shall appoint, subject to Council approval, an acting City Manager for any absence exceeding thirty (30) days.

**Section 5.02. City Manager; Removal.**

The City Manager serves at the pleasure of the Governing Body, and may be suspended or removed without cause at any time by the Mayor, subject to approval of the Council, or by the Governing Body by a majority of all members of the Governing Body.

**Section 5.03. City Manager—Powers and Duties.**



1   **Section 5.06. Chief of Police.**

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22      serve as either city clerk or finance director.

23   **Section 5.08. Personnel System.**

24      **A.** The Governing Body shall adopt a personnel ordinance which is consistent with this  
25      Charter establishing the personnel policies, rules and procedures of the City. All  
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**CITY COUNCIL MEETING AGENDA REQUEST**

**DATE:** 7/6/16

**DEPT:** Executive

**MEETING DATE:** 7/11/16

**ITEM/TOPIC:** Appointment of the Utilities Director.

**ACTION REQUESTED OF COUNCIL:** Approval/Disapproval to appoint Maria Gilvarry as the Utilities Director.

**BACKGROUND/RATIONALE:** *Richard Trujillo, City Manager* As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

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**MAYOR**

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**CITY COUNCIL MEETING AGENDA REQUEST**

**DATE:** 7/6/16

**DEPT:** Executive

**MEETING DATE:** 7/11/16

**ITEM/TOPIC:** Appointment of the Public Works Director.

**ACTION REQUESTED OF COUNCIL:** Approval/Disapproval to appoint Veronica Gentry as the Public Works Director.

**BACKGROUND/RATIONALE:** *Richard Trujillo, City Manager* As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

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**REVIEWED AND APPROVED BY:**



**TONITA GURULE-GIRON  
MAYOR**



**RICHARD TRUJILLO  
CITY MANAGER**

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**PURCHASING AGENT  
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**ARTICLE V**

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**CITY COUNCIL MEETING AGENDA REQUEST**

**DATE:** 7/6/16

**DEPT:** Executive

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**ITEM/TOPIC:** Appointment of the Housing Director.

**ACTION REQUESTED OF COUNCIL:** Approval/Disapproval to appoint Carmela Martinez as the Housing Director.

**BACKGROUND/RATIONALE:** *Richard Trujillo, City Manager* As per the City of Las Vegas Municipal Charter, Article V, Officers, Directors and Employees, Section 5.07 Departments. C. The city manager shall appoint department directors, subject to approval by the Governing Body.

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**Section 5.08. Personnel System.**

**Section 5.01. City Manager—Appointment and General Provisions.**

- A. The city manager shall be appointed by the Mayor, subject to Council approval. The Governing Body shall enter into a contract with the City Manager which shall establish, among other matters, compensation, benefits, duties and responsibilities.
- B. The city manager shall be appointed solely on the basis of executive and administrative qualifications, and shall establish residency in San Miguel County within ninety (90) days of acceptance of the appointment.
- C. The city manager, if not already certified by the International City Managers Association (ICMA), shall be working to achieve certification while in the employ of the city. All applicants shall be in the process of obtaining ICMA certification or shall be a corporate member when hired.
- D. The City Manager shall designate other employees of the City to perform the functions of the office during any absence of thirty (30) days or less. The Mayor shall appoint, subject to Council approval, an acting City Manager for any absence exceeding thirty (30) days.

**Section 5.02. City Manager; Removal.**

The City Manager serves at the pleasure of the Governing Body, and may be suspended or removed without cause at any time by the Mayor, subject to approval of the Council, or by the Governing Body by a majority of all members of the Governing Body.

**Section 5.03. City Manager—Powers and Duties.**



1 **Section 5.06. Chief of Police.**

- 2 A. There shall be a Chief of Police.
- 3 B. The Mayor shall appoint the Chief of Police, subject to Council approval. The Governing  
4 Body shall enter into a contract with the chief of police which shall establish, among  
5 other matters, compensation, benefits, duties and responsibilities. The Chief of Police  
6 shall establish residence in San Miguel County within ninety (90) days of acceptance of  
7 appointment.
- 8 C. The Chief of Police serves at the pleasure of the Governing Body, and may be suspended  
9 or removed without cause at any time by the Mayor, subject to approval of the Council,  
10 or by the Governing Body by a majority of all members of the Governing Body.  
11

12 **Section 5.07. Departments.**

- 13 A. Subject to approval of the Governing Body, the city manager shall establish such  
14 departments as are necessary for efficient administration of the City.
- 15 B. Each department shall be under the supervision of a department director, subject to the  
16 direction and supervision of the city manager.
- 17 C. The city manager shall appoint department directors, subject to approval by the  
18 Governing Body.
- 19 D. Department directors are at-will employees who may be suspended or removed by the  
20 city manager, subject to approval by the Governing Body.
- 21 E. The city manager may serve as a department director, provided that the manager shall not  
22 serve as either city clerk or finance director.

23 **Section 5.08. Personnel System.**

- 24 A. The Governing Body shall adopt a personnel ordinance which is consistent with this  
25 Charter establishing the personnel policies, rules and procedures of the City. All  
26 appointments and promotions of City employees, other than department directors and  
27 those employees who are by this Charter or by ordinance designated as at will employees,  
28 shall be made solely on the basis of merit and fitness in accordance with the personnel  
29 ordinance to be adopted by the Governing Body.
- 30 B. The personnel ordinance shall:
- 31 (1) Establish a merit system governing personnel policies necessary for the effective  
32 administration of the employees of the City departments, offices and agencies,  
33 including but not limited to classification and pay plans, examinations, force  
34 reduction, discipline, termination, removals, working conditions, provisional and  
35 exempt appointments, in-service training, grievances and relationships with  
36 employee organizations;
- 37 (2) Be consistent with all mandatory federal and state requirements; and