



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
REGULAR CITY COUNCIL AGENDA
April 19, 2017–Wednesday– 6:00 p.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. **APPROVAL OF MINUTES (March 8th, March 15nd, March 24th and March 27th thru March 29th, 2017)**
- VII. **MAYOR'S APPOINTMENTS/REPORTS**
- VIII. **MAYOR'S RECOGNITIONS/PROCLAMATIONS**
- IX. **PUBLIC INPUT**
(not to exceed 3 minutes per person and persons must sign up at least fifteen (15) minutes prior to meeting)
- X. **PRESENTATIONS (Not to exceed 10 minutes per person)**
 - Presentation by Superintendent Charles Strickfaden with Fort Union National Monument giving an update on educational outreach on community stories, participation in Las Vegas community events and renovation of park visitor center.

XI. CITY MANAGER'S REPORT

XII. FINANCE REPORT

XIII. CONSENT AGENDA

(Items may be moved to New Business at the request of any Councilor with approval of the Governing Body)

1. Approval of 2017 Audit Contract

Ann Marie Gallegos, Finance Director The City of Las requested audit proposals for the 2015, 2016 and 2017 Audits. This is the third year of a three year proposal with RPC CPAs + Consultants, LLP.

2. Approval of Resolution #17-07, supporting New Mexico Department of transportation Municipal Arterial Program (MAP)-2018 application.
Veronica Gentry, Public Works Director A resolution is required to support the Municipal Arterial Program (MAP)-2018 application for the project development, design and construction of surface and drainage improvements along Mountainview Drive – 7th Street (NM 518) to Grand Avenue (US Hwy 85).

3. Approval of Water Treatment Plant Sodium Hypochlorite disinfection system.

Maria Gilvarry, Utilities Director The current disinfection system at the Water Treatment Plant is the MIOX system. The MIOX system is a proprietary system and has been experiencing failures. The new Sodium Hypochlorite disinfection is not a proprietary system and repair parts for this system can be purchased off the shelf. The cost of the system is \$491,024.00.

XIV. BUSINESS ITEMS

1. Approval/Disapproval of City Attorney's Professional Service Contract.

Mayor Tonita Gurulé-Girón In accordance with the City of Las Vegas, New Mexico Municipal Charter Article V, Section 5.04 C., a city attorney was appointed by the Mayor and approved by Council on March 24, 2017 at a Special meeting. The Governing Body shall enter into a contract with the city attorney which shall establish, among other matters, compensation, benefits, duties and responsibilities.

XV. COUNCILORS' REPORTS

XVI. 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.**

XVII. 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, NM 87701

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL WORK SESSION
HELD ON WEDNESDAY MARCH 8, 2017 AT 5:30 P.M. IN THE CITY
COUNCIL CHAMBERS**

MAYOR: Tonita Gurule-Giroñ

COUNCILORS: David A. Ulibarri Jr.
Vince Howell
Barbara A Casey
David L. Romero

ALSO PRESENT: Richard Trujillo, City Manager
Casandra Fresquez, City Clerk
Danelle Smith, Acting City Attorney
Juan Montano, Sergeant at Arms

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Mayor Gurule-Giroñ asked Councilor Howell to lead the moment of silence. Councilor Howell asked for a moment of silence for the family of GiGi Berged who passed away and also a moment of silence for the Marines that landed in Syria, may they return safely.

APPROVAL OF AGENDA

Councilor Casey made a motion to approve the agenda as it is presented. Councilor Ulibarri Jr. seconded the motion.

Mayor Gurule-Giroñ asked for a roll call. Roll call was taken and reflected the following.

David A. Ulibarri Jr.	Yes	Vince Howell	Yes
Barbara A Casey	Yes	David L. Romero	Yes

City Clerk Fresquez reread the motion and advised the motion carried.

PUBLIC INPUT

Matt Martinez spoke to the Governing Body regarding the South Grand Avenue project and his concerns about the impact on the businesses in that area. Mr. Martinez advised the Governing Body he has seen two different sets of proposed plans at public meetings held the New Mexico Department of Transportation and encouraged the Governing Body to have the DOT present at a Council Meeting.

DISCUSSION ITEMS

1. Resolution #17-05 Budget Adjustment Resolution.

Finance Director Gallegos advised the City of Las Vegas is requesting increases to the FY2017 budgeted revenues, expenditures, transfers to and from within various funds of the FY2017 budget. Finance Director Gallegos gave an overview of the line items the adjustment would be affecting.

Questions and discussion took place regarding the transfers.

The Governing Body agreed to place the item as a consent agenda item.

2. Resolution 17-06 repeals and replaces resolution 16-45 establishing a convenience fee for credit and debit card transactions offsetting transaction fees charges by credit card companies.

Public Information Officer Einer advised that when the initial resolution was passed the main focus was on paying utilities bills, but there are also other transactions that are conducted such as business licenses. Public Information Officer Einer advised the language would change to reflect all credit and debit transactions.

Acting City Attorney Smith advised that there was some concern that the base fee for each transaction may not cover the total fee charged by the credit card company.

Public Information Officer Einer advised they established the fee by conducting an average review of the cost paid by the City per transaction.

There was discussion regarding the language and the Governing Body agreed to not place the item as a consent agenda item until the language was uniform throughout the body of the resolution.

Councilor Casey made a motion to go into Executive Session related to personnel matters. Councilor Howell seconded the motion.

Mayor Gurule-Giroñ asked for a roll call. Roll call was taken and reflected the following.

David A. Ulibarri Jr.	Yes	Vince Howell	Yes
Barbara A Casey	Yes	David L. Romero	Yes

City Clerk Fresquez reread the motion and advised the motion carried.

EXECUTIVE SESSION

Councilor Casey made a motion to reconvene into regular session, no action was taken and only personnel matters were discussed. Councilor Howell seconded the motion.

Mayor Gurule-Giroñ asked for a roll call. Roll call was taken and reflected the following.

David L. Romero	Yes	Vince Howell	Yes
Barbara A Casey	Yes	David A. Ulibarri Jr.	Yes

City Clerk Fresquez reread the motion and advised the motion carried.

Councilor Howell made a motion to adjourn. Councilor Ulibarri Jr. seconded the motion.

Mayor Gurule-Giroñ asked for a roll call. Roll call was taken and reflected the following.

David A. Ulibarri Jr.	Yes	Barbara A. Casey	Yes
Vince Howell	Yes	David L. Romero	Yes

City Clerk Fresquez reread the motion and advised the motion carried.

ADJOURN

Mayor Tonita Gurule-Giroñ

ATTEST:

Casandra Fresquez, City Clerk

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL REGULAR MEETING HELD
ON WEDNESDAY, MARCH 15, 2017 AT 6:00 P.M. IN THE CITY COUNCIL
CHAMBERS**

MAYOR: Tonita Gurulé-Girón

COUNCILORS: Barbara A. Casey
Vincent Howell
David L. Romero
David A. Ulibarri, Jr.

ALSO PRESENT: Richard Trujillo, City Manager
Casandra Fresquez, City Clerk
Danelle Smith, Acting City Attorney
Juan Montano, Sergeant at Arms

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Howell asked that everyone keep all those who have left to see the Good Lord in their prayers and mentioned we had recently lost Gia Berged, Laura Ware, Raymond Varela and Elena Lucero. Councilor Howell asked for prayers for local and national government, to guide them in making the right choices for security and the health of our communities.

APPROVAL OF AGENDA

City Manager Trujillo recommended removing Business Items #4 and #5 and advised the removed business items would be brought back at a later date.

Councilor Howell made a motion to accept the agenda as amended, removing Business Items #4 and #5. Councilor Casey seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	Barbara A. Casey	Yes
Vincent Howell	Yes	David L. Romero	Yes

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

APPROVAL OF MINUTES

Councilor Casey made a motion to approve the minutes for February 8th and February 15th, 2017 with minor corrections already addressed. Councilor Howell seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David L. Romero	Yes	Vincent Howell	Yes
Barbara A. Casey	Yes	David A. Ulibarri, Jr.	Yes

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

MAYOR'S APPOINTMENTS/REPORTS

Mayor Gurulé-Girón advised that there were no appointments at this time although reported that the new appointments to the Charter Commission would be brought to Council, along with other changes as well.

MAYOR'S RECOGNITIONS/PROCLAMATIONS

Mayor Gurulé-Girón informed that there were no recognitions or proclamations at this time.

PUBLIC INPUT

Lorenzo Flores spoke briefly regarding the support he gave to City Manager Trujillo regarding the water issues with Acequias finally coming to a close, saving

the City a lot of money and thanked him for his efforts and stated that the community owed him a debt of gratitude.

Cordia Sammeth informed that she supported this administration and felt that they were working to live up to their words and thought they included all of the people in the community based on their actions. Ms. Sammeth stated that she appreciated City Manager Trujillo's support of the farmer's market, his efforts in transparency by communicating with the public, and commended him for his efforts in resolving water issues with the Acequias.

Bob Wessely spoke of his concerns regarding his referencing the 1200 acre foot bulk water purchase agreement, finding that evaporation charges would reduce storage and informed that in the February 15 minutes stated that evaporation charges were not included in the agreement and disagreed. Mr. Wessely also stated that he felt that the City should have planning in place for the event of wildfire in the Gallinas Watershed due to finding out through inspection of public records that the City had no documented plans for ensuring continued water supply after a wildfire or to protect the City from increased runoff flooding after a wildfire.

Catherine Kahn took the opportunity to speak regarding her support for City Manager Trujillo and informed she appreciated his efforts in communicating closely with the community, and appreciated him as the City's water engineer and added that her hopes were that the City and County would work together and get the community in shape.

Margaret Villanueva spoke regarding local immigration issues and stated that she supported Legislator Patricia Roybal Caballero for putting forth a bill asking state law enforcement not to work on federal immigration issues and also supported Attorney General Balderas for his efforts against the Muslim immigrant ban. Ms. Villanueva hoped that Council would consider commenting on these issues in the near future.

Clara Lucero questioned the sound system in the Council Chambers and stated she agreed on everyone working together and having less division in the community and spoke on several issues in the community that needed attention.

Alex Aragon commented on the sound system as well and stated that he had recently requested the change in Public Input speaking from 3 minutes to 5 minutes and having to sign up 15 minutes prior to meetings and noted that it was put in place in the Governing Body Rules and Procedures in July, 2005. Mr. Aragon asked Council if they had ever considered a change in increasing the speaking time due to it being several years ago.

Mr. Aragon also stated that the City Charter in its new form had been in effect since March, 2010 and that it should be reviewed within 5 years of the effective date, was long overdue and felt that the Charter was being violated. Mr. Aragon recommended that a list of commissioners to review the City Charter should be provided. Mr. Aragon mentioned concerns regarding the Governing Body Power and Duties and added that the Governing Body should be informed of all issues by the City Manager as a whole and not just one member.

Mayor Gurulé-Girón advised Mr. Aragon that the Charter Review Commission had been established although needed to be brought to Council for approval and stated that regarding Governing Body Rules, they have adhered to those rules and thanked Mr. Aragon for his input.

CITY MANAGER'S REPORT

City Manager Trujillo thanked all Directors, Managers, and supervisors for their work, their productivity and on the accomplishments in revitalizing this town in order to attract tourists. City Manager Trujillo gave a detailed status report on ongoing projects that were taking place in the following departments:

Human Resource, Information Technology, Utilities, Public Works, Community Development, Police Department, and Transportation.

City Manager Trujillo advised that he would continue to update the Council and that he included with the report, a list of all the conferences that he had attended since elected and welcomed questions at any time.

Councilor Casey advised that she appreciated the detailed status report from City Manager Trujillo on ongoing projects which was important and a good way of keeping the Council informed on what was being done on a daily bases and the

accomplishments in different departments. Councilor Casey hoped that the monthly report would continue.

Councilor Howell thanked City Manager Trujillo for the progress report on ongoing projects and stated that focus should be on personnel policies that need updating. Councilor Howell said he was pleased with the information from the bond consultant regarding the City's bond capacity and advised he was receiving positive feedback on the progress of helping the Acequias and finally coming to an agreement. Councilor Howell hoped that Hannah Park would be given more attention concerning the effluent line, also was appreciative of the information pertaining to Storrie Lake and the dam projects. Councilor Howell hoped that Community Development Department would support the Rough Rider Motorcycle Rally and was happy about the Police Department receiving new vehicles.

Councilor Romero thanked City Manager Trujillo for the progress report given although thought it was long overdue and hoped to see the City move forward.

Councilor Ulibarri, Jr. thanked City Manager Trujillo for a job well done and added that he appreciated Code Enforcements' efforts regarding abandoned vehicles throughout the city.

Mayor Gurulé-Girón thanked City Manager Trujillo for his commitment to the City of Las Vegas and stated he had been an outstanding City Manager and would continue to support him. Mayor Gurulé-Girón informed the Council that monthly progress reports were available due to meeting report standards by City Manager and Directors. Mayor Gurulé-Girón advised City Manager Trujillo to continue the great work in moving the City forward with water projects and to continue his duty in guiding and uplifting Directors as the Governing Body mentors him and would be there for him as well.

City Manager Trujillo advised that New Mexico Department of Transportation Department Engineers would present information regarding the project on South Grand Avenue.

Andrew Gallegos, N.M.D.O.T. District 4 Project Manager and Hal Bird, WH Pacific Transportation Director presented a detailed status report on the South Grand Avenue Project.

Councilor Howell asked what kind of comments had been received from residents and business owners regarding the South Grand project.

Mr. Andrew Gallegos advised that some comments from residents and business owners were pertaining to the median cutting off access to businesses although added that the median would provide control where people could turn and would aid in drainage and flooding on the roadway.

Mayor Gurulé-Girón opened the floor to allow audience members for public comment at this time. (3 minutes)

Discussion took place with audience members who took the opportunity to speak regarding their concerns on the South Grand Avenue Project.

Councilor Howell asked if there was anyone in the New Mexico Department of Transportation or Federal Government that would be able to help the residents and business owners with the concerns discussed to make changes without losing funding.

Mayor Gurulé-Girón called order and stated that this was something that the City would have to determine and Council would have the opportunity to go into a resolution today if they chose or determine at a later date after more review. Mayor Gurulé-Girón advised this presentation was primarily about public comment and making decisions would be made as a Council, realizing the implications of funding and business loss.

Councilor Howell informed that he was not trying to antagonize anyone in trying to get an answer to his question in regards to finding anyone within N.M.D.O.T. or the Federal Government that could help residents and business owners to address the issues in order to make changes.

City Manager Trujillo recommended that a presentation be scheduled at a later date by Heather Sandoval from the District 4 Engineer's Office to inform the Governing Body on federal funding and the design of federal projects. City Manager Trujillo advised that he understood the concerns and stated that the community's input matters.

Councilor Casey acknowledged the concerns of residents and business owners although stated that another concern was safety issues in that particular area that include gas companies.

Discussion took place of various safety issues that would be of concern if the project would take place.

Mayor Gurulé-Girón advised she was closing public comment at this time.

FINANCE REPORT

Finance Director Ann Marie Gallegos presented the Finance Report for the month ending February 28, 2017 reporting the General Fund Revenue came in at 69% and expenditures were at 61%.

Finance Director Gallegos advised that the Recreation Department revenue was at 50% and expenditures were 74%.

Finance Director Gallegos reported that Enterprise Funds revenue came in at 63% and expenditure total was 56%.

Councilor Howell asked what the figure of 71% under Local-Miscellaneous consisted of.

Finance Director Gallegos advised that pertained to Administrative and Franchise fees.

Councilor Howell had questions on a previous inquiry regarding a \$300,000.00 purchase.

Finance Director Gallegos clarified that it was a purchase of paving equipment from Asphalt Zipper, in April, 2016 which was approved by Council and then sent back. Finance Director Gallegos explained that the cost was \$131,290.00 which was taken out from the Capital Improvement fund after the order was cancelled and informed that the funds were allocated to the Recreation Center.

City Manager Trujillo explained that the purchase of the paving equipment was not welcomed by City staff due to the equipment being too technical, no training to run the equipment, not enough employees and would need to make additional purchases in order to operate and was advised by them not to make the purchase.

Discussion took place regarding the purchase, the return and the additional costs it would take in order to operate the paving equipment.

Councilor Casey had concerns regarding the bill of raising the minimum wage and asked how the Finance Department would prepare for the increase if the bill passed.

Finance Director Gallegos advised that plans had already been in place and were prepared to make any adjustments needed and stated that they were waiting on whether it would become law.

Mayor Gurulé-Girón informed that House Bill 575 passed the house floor and was positive for the State of New Mexico and felt it would be passed by the Senate and Governor Susana Martinez. Mayor Gurulé- Girón advised that it would save the state billions of dollars over the next decade and would provide universal medical coverage. Mayor Gurulé-Girón thanked Public Information Officer Lee Einer for keeping her apprised on Legislative matters.

Councilor Howell asked for the status of the Recycling Program at the Solid Waste Department.

Utilities Director Maria Gilvarry explained that a recall had taken place on the new trash trucks ordered therefore the delay of purchasing new trucks affected the use of old trucks that would be used for the Recycling Program and added that the last reported date of new truck delivery was May, 2017.

CONSENT AGENDA

1. Approval of Resolution #17-05 Budget Adjustment Resolution.

Councilor Casey made a motion to approve Resolution #17-05 Budget Adjustment Resolution. Councilor Ulibarri, Jr. seconded the motion.

Resolution 17-05 was presented as follows:

STATE OF NEW MEXICO
MUNICIPALITY OF CITY OF LAS VEGAS
BUDGET ADJUSTMENT RESOLUTION NO. 17-05

WHEREAS, The Governing Body in and for the Municipality of Las Vegas, State of New Mexico has developed a budget for fiscal year 2017; and

WHEREAS, said budget adjustments were developed on the basis of an increase in revenues and expenditures, transfers in/or out in various funds; and

WHEREAS, increase/decrease in revenues, expenditures, transfer in, and transfers out to be funded by additional funds identified and;

WHEREAS, the City of Las Vegas is in need of making adjustments to the 2017 fiscal year budget;

WHEREAS, it is the majority opinion of this Council that the budget adjustment meets the requirement as currently determined for fiscal year 2017;

NOW, THEREFORE, the Governing Body of the City of Las Vegas passes this budget resolution for budget adjustments, PASSED, APPROVED AND ADOPTED THIS 15th DAY OF MARCH, 2017.

Mayor

ATTEST:

Casandra Fresquez, City Clerk

Reviewed and Approved as to Legal Sufficiency Only:

City Attorney

Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes
Barbara A. Casey	Yes	David L. Romero	Yes

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

BUSINESS ITEMS

1. Approval/Disapproval of Resolution 17-06.

Public Information Officer Lee Einer advised that Resolution 16-45 adopted January 18, 2017 established a convenience fee for credit and debit card transactions for customers paying their utility bills. Resolution 17-06 will include an established fee for ALL credit and debit City transactions.

Councilor Casey made a motion to approve Resolution 17-06. Councilor Romero seconded the motion.

Resolution 17-06 was presented as follows:

CITY OF LAS VEGAS

RESOLUTION NO. 17-06

A RESOLUTION REPEALING AND REPLACING RESOLUTION NO. 16-45 ESTABLISHING A CONVENIENCE FEE FOR CREDIT AND DEBIT CARD TRANSACTIONS OFFSETTING TRANSACTION FEES CHARGED BY CREDIT CARD COMPANIES

Whereas: The City of Las Vegas Utilities Department and other City Departments are currently absorbing transaction fees charged by credit card companies; and

Whereas: such transaction fees cost the Utilities Department an estimated \$2,500 per month and also are an expense for other City departments; and

Whereas: that cost will rise along with the volume of credit and debit card transactions as online bill pay is made available to city customers; and

Whereas: it is common practice for government agencies to offset the expense of credit card transactions by charging a fully disclosed convenience fee; and

Whereas: A \$1.25 per transaction fee will partially offset the expense incurred by the city for processing credit and debit card payments;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the City of Las Vegas that the City hereby establishes a convenience fee of \$1.25 per transaction for City customers choosing to pay their bills by credit or debit card.

ADOPTED AND APPROVED THIS ____ day of _____, 2017.

Tonita Gurulé-Girón, Mayor

ATTEST:

Casandra Fresquez, City Clerk

Approved as to Legal Sufficiency Only

City Attorney

Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes
Barbara A. Casey	Yes	David L. Romero	Yes

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

2. Approval/Disapproval to award proposal #2017-19 to Molzen Corbin & Associates and WH Pacific and enter into agreements.

Utilities Director Gilvarry advised that the City of Las Vegas Utilities Department went out for sealed proposals for engineering architectural services in order to allow for the proper planning and execution of utilities projects to include planning and design and other engineering services. These services will be utilized by each Utilities division as needed. Utilities Director Gilvarry advised that the recommendation from Utilities Department as well as the Utilities Advisory Committee was to award proposal #2017-19 to both Molzen Corbin & Associates and WH Pacific.

Councilor Howell had questions regarding the amount of the costs for services and for the total amount budgeted.

Utilities Director Gilvarry stated that rates for services were included in the agreement and explained that at the time projects would come forward when architectural services were needed; the vendors would already be under contract

and would then present it to Council with the particular projects with costs included at that time.

Discussion took place regarding procurement and several concerns of architectural service costs.

Councilor Howell had a question regarding the Wilson Company and the documents they lacked in the bidding process.

Finance Director Gallegos informed that the paperwork needed from Wilson Company was the certified affidavit.

Councilor Howell made a motion to approve to award proposal #2017-19 to Molzen-Corbin & Associates and WH Pacific and enter into agreements. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David L. Romero	Yes
Barbara A. Casey	Yes	David A. Ulibarri, Jr.	Yes

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

3. Approval/Disapproval to award bid #2017-17 to New Image Construction and enter into agreement.

Utilities Director Gilvarry advised that the City of Las Vegas Utilities Department went out for sealed bids for the Taos Street water line repair. The water line underneath Taos Street is leaking and repairing the line will help reduce water loss. Utilities Director Gilvarry advised that the recommendation of the Utilities Department and the Utilities Advisory Committee was to award bid #2017-17 to New Image Construction.

Mayor Gurulé-Girón had a question regarding the cost of the project.

Utilities Director Gilvarry informed that the project cost was \$80,000.00.

Councilor Howell asked where New Image Construction was from and asked if a local company had bid on the Taos Street water line project.

Utilities Director Gilvarry advised that New Image Construction was from Ribera, New Mexico and informed that Hay's Heating and Plumbing was the local business that had placed a bid as well although the cost from Hay's Heating & Plumbing was \$20,000.00 more than New Image Construction.

Mayor Gurulé-Girón stated for the record that one of the big weighing factors for New Image Construction was the actual GRT being significantly lower than local GRT due to being a company that resides in the county and added that in the past they had discussed passing the five percent local preferential in the city and asked City Manager Trujillo if he had been looking into all bidders providing the local GRT.

City Manager Trujillo advised that his hopes were the passing of the bill that would have any company doing any work in your city to pay the city's GRT.

Mayor Gurulé-Girón stated that she and Councilor Romero had been fighting for several years to ensure that any local GRT was paid to the community by companies doing work in their city.

Councilor Howell made a motion to approve to award bid #2017-17 to New Image Construction and enter into agreement. Councilor Romero seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara A. Casey	Yes	David L. Romero	Yes
Vincent Howell	Yes	David A. Ulibarri, Jr.	Yes

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

6. Approval/Disapproval to award proposal #2017-18 to Alpha Southwest, Inc. and enter into agreement.

Utilities Director Gilvarry advised that the City of Las Vegas Utilities Department went out for sealed proposals for pump, motor and mechanical repair services in

order to allow for the proper repair of the pumps, motors and other mechanical equipment that cannot be repaired by City staff. The work will occur at the different City work sites such as the Water and Waste Water Treatment Plants. These services will be utilized by each utilities division as needed.

Councilor Howell stated that it was unfortunate that the City did not have local companies that provided the kind of services that the Utilities Department frequently needs.

Councilor Howell made a motion to approve to award proposal #2017-18 to Alpha Southwest, Inc. and enter into agreement. Councilor Romero seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes
Barbara A. Casey	Yes	David L. Romero	Yes

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

COUNCILORS' REPORTS

Councilor Romero advised that he had no report at this time.

Councilor Casey spoke of her concerns regarding ordinances, job descriptions and the City Charter being inconsistent with each other and felt that it was important to review all documents which were outdated. Councilor Casey advised that there should be consistency and that ordinances are in compliance with the law.

Councilor Howell stated that he was excited for the upcoming City Retreat and hoped for good discussions. Councilor Howell advised that there was a lot of public input related to the Governing Body not working together and felt that the retreat would help in discussing issues in order to have good resolutions with following up on those resolutions every quarter throughout the year.

Councilor Casey advised that Councilors had not been informed of the dates for the City Retreat and were needed in order to plan ahead and advised that she would not attend the retreat on March 28th, due to going out of town.

Mayor Gurulé-Girón advised that notice of the City Retreat dates had previously been given out in an open meeting.

City Manager Trujillo informed that City Clerk Fresquez had sent out notices of the City Retreat to all the Governing Body.

Councilor Casey asked for the cost of the Retreat Facilitator and the rental of UWC.

Mayor Gurulé-Girón informed that the passed administration had spent \$25,000.00 to \$30,000.00; she stated that she was very proud of this administration for an outstanding job and informed that the cost for the City Retreat came in at under \$5,000.00.

EXECUTIVE SESSION

City Manager Trujillo advised there was no need for Executive Session at this time.

ADJOURN

Councilor Casey made a motion to adjourn. Councilor Romero seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes
David L. Romero	Yes	Barbara A. Casey	Yes

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

Mayor Tonita Gurulé-Girón

ATTEST:

Casandra Fresquez, City Clerk

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL SPECIAL MEETING HELD ON
FRIDAY, MARCH 24, 2017 AT 11:00 A.M. IN THE CITY COUNCIL CHAMBERS**

MAYOR: Tonita Gurulé-Girón

COUNCILORS: David L. Romero
Barbara A. Casey
David A. Ulibarri, Jr.
Vincent Howell

ALSO PRESENT: Richard Trujillo, City Manager
Maire Lopez, Recorder
Danelle Smith, Acting City Attorney
Juan Montano, Sergeant at Arms

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Mayor Gurulé-Girón asked Councilor Howell to lead the moment of silence.

Councilor Howell asked God to please guide our national leaders in making the right decisions regarding healthcare for our nation.

APPROVAL OF AGENDA

Councilor Howell made a motion to accept the agenda with the amendment of moving Executive Session after Public Input. Councilor Casey seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David L. Romero	Yes	David A. Ulibarri, Jr.	Yes
Barbara A. Casey	Yes	Vincent Howell	Yes

Recorder Maire Lopez re-read the motion and advised that the motion carried.

MAYOR'S APPOINTMENTS/REPORTS

Mayor Gurulé-Girón advised there were no appointments or reports at this time.

PUBLIC INPUT

City Manager Trujillo advised that no one had signed in for Public Input.

EXECUTIVE SESSION

Councilor Howell made a motion to go in to Executive Session to discuss personnel matters, as permitted by Section 10-15-1 (H) (2) of the New Mexico Open Meetings Act, NMSA 1978. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Vincent Howell	Yes	David L. Romero	Yes
David A. Ulibarri, Jr.	Yes	Barbara A. Casey	Yes

Recorder Maire Lopez re-read the motion and advised that the motion carried.

Councilor Howell made a motion to exit Executive Session and to reconvene in to Regular Session, he advised that only personnel issues were discussed and no decisions were made. Councilor Casey seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David L. Romero	Yes	Vincent Howell	Yes
Barbara A. Casey	Yes	David A. Ulibarri, Jr.	Yes

Recorder Maire Lopez re-read the motion and advised that the motion carried.

BUSINESS ITEMS

1. Approval/Disapproval to appoint Corrina Laszlo-Henry as City Attorney for the City of Las Vegas and enter into a Professional Contract.

Mayor Tonita Gurulé-Girón advised that in accordance with the City of Las Vegas Municipal Charter, Article V, Section 5.04. C The Mayor shall appoint the city attorney, subject to Council approval, D. The Governing body shall enter into a contract with the city attorney which shall establish, among other matters, compensation, benefits, duties and responsibilities.

Acting City Attorney Danelle Smith stated that she understood that the Council wanted to consider appointing Corrina Laszlo-Henry as City Attorney and negotiating a contract separately therefore no action would be taken regarding the contract at the present time.

Mayor Gurulé-Girón stated that this would give Acting City Attorney Smith the opportunity to discuss the contract agreement and the concerns of the Council with Ms. Laszlo-Henry.

City Manager Trujillo re-stated the motion to read: Approval/Disapproval to appoint Corrina Laszlo-Henry as City Attorney for the City of Las Vegas.

Councilor Howell made a motion approve to appoint Corrina Laszlo-Henry as City Attorney for the City of Las Vegas. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara A. Casey	Yes	David L. Romero	Yes
David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes

Recorder Maire Lopez re-read the motion and advised that the motion carried.

Mayor Gurulé-Girón congratulated Ms. Corrina Laszlo-Henry as the City of Las Vegas City Attorney.

ADJOURN

Councilor Casey made a motion to adjourn. Councilor Howell seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes
Barbara A. Casey	Yes	David L. Romero	Yes

Recorder Maire Lopez re-read the motion and advised that the motion carried.

Mayor Tonita Gurulé-Girón

ATTEST:

Casandra Fresquez, City Clerk

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL RETREAT HELD ON
MONDAY MARCH 27,28, AND 29TH, 2017 AT 8:00 A.M IN THE CITY
COUNCIL CHAMBERS**

MONDAY MARCH 27, 2017

CALL TO ORDER

ROLL CALL

MAYOR: Tonita Gurulé-Girón

COUNCILORS: David A. Ulibarri Jr.
Vince Howell
Barbara A Casey
David L. Romero - Absent

ALSO PRESENT: Richard Trujillo, City Manager
Maire Lopez, Recorder

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Councilor Howell made a motion to approve the agenda as presented. Councilor Casey seconded the motion.

Mayor Gurulé-Girón asked that a roll call be taken. Roll call was taken and reflected the following.

Vince Howell	Yes	David Ulibarri Jr.	Yes
Barbara Casey	Yes	David L. Romero	Absent

Recorder Lopez re-read the motion and advised the motion carried.

Mayor Gurulé-Girón thanked everyone for attending the retreat and looked forward to a positive year and moving forward with progress.

RETREAT OVERVIEW AND OBJECTIVES

Facilitator Felix Alderete gave an overview of the expectations of the day and the agenda packet he provided. Mr. Alderete spoke about the goals and objectives he observed while meeting with the department directors.

Mr. Alderete gave the analogy of a stool to symbolize building a successful team, each Governing Body member are legs of the stool, the City Manager and Mayor are the braces in between each leg. Mr. Alderete stressed the importance of communication.

The Governing Body had an open discussion regarding open communication, verifying information with one another and developing trust in each other and what each of them has to say.

Questions were asked about how the Governing Body can be transparent about information.

Mayor Gurulé-Girón explained the various ways the City has moved forward with being transparent with each other and the community.

Concerns were discussed that when additional items are added to the meetings it's difficult for the Governing Body to have all the information prior to making decisions.

City Manager Trujillo suggested that there be an item on the work session agenda to discuss any possible items that may be added to the regular meeting.

Discussion took place regarding trusting that the Mayor and City Manager are providing the correct information to the Governing Body to make decisions.

The Governing Body suggested that the Department Directors attend the council meetings so they are aware of the items being discussed and if there are questions they are able to answer them.

Mr. Alderete gave the Governing Body an overview of the discussions he had with the directors and the consensus from them on how to change the community, which would be to improve the economy, invite new businesses, and partner with other community entities for local outreach.

Discussion took place regarding community clean ups and getting people involved. Mayor Gurulé-Girón advised the Keep America Beautiful Coordinator has been actively doing presentations at the elementary schools about keeping the community clean and what they can do to help.

Discussion took place regarding the abatement of properties that are declared a nuisance and how the City can recover the costs that have been spent to clean up those properties.

Discussion took place on how the community can educate the younger generation working in the stores and restaurants about the history of Las Vegas and events that are upcoming. Councilor Casey advised there is a problem with the patients from the boarding homes being mean or aggressive towards tourists that visit.

Discussion took place about collaborating with the local entities and the non profits to work together to improve the quality of life for the community and helping new business become established in the community.

The Governing Body discussed possibilities of following along with Santa Fe and having no plastic bags in stores in an effort to eliminate plastic trash bags.

The Governing Body discussed how to provide funding and work with the local non profits but also not duplicating the work that each of them are proposing.

Discussion took place regarding ways the City can help other entities on the issues that affect the community as a whole such as the hospital OB/GYN being closed and trying to avoiding losing hospital staff and potentially hurting the community regarding health care.

Discussion took place on what the community can do to promote the positive events and attractions of the City to bring more people to visit and potentially come back and reside.

Discussion took place regarding the Community Development Department and the Public Information Officer having a key role to promoting a positive experience.

The Governing Body expressed needing open communication with the local school districts and work together to help one another. Discussion took place that the closure of several of the East District school buildings will greatly affect the City's utilities revenue.

Mayor Gurulé-Girón advised a main concern of the community is the rate hikes to the utilities and if the City could reduce the cost, however due to the debt service tied to a lot of loans for projects, the City cannot lower the utility rates.

City Manager Trujillo advised that with the current state of the economy there are limited resources available to provide continued services for the community and one example is the Senior Center Meals on Wheels program; the need has surpassed the funding available.

Discussion took place regarding tax rates and how the City can work with the State and see if there are tax credits that would be available for new businesses.

Discussion took place about small businesses and the small business revolution and how they can be self sustaining.

Councilor Casey advised she has spoken to many people that have closed their small businesses and the common complaint was that they felt they had no support from the City. Councilor Casey also advised when she wanted to open an antique shop, the packet she was given was very confusing and turned her away.

The discussion continued to the program at Luna Community College that is geared towards helping new businesses owners. The Governing Body agreed there needs to be a one stop shop when starting a business.

The Governing Body stressed the importance for the staff of the City to be knowledgeable, respectful and courteous to each member of the community that comes in.

Marketing discussion took place to promote the city and create an investment in the sales.

The Governing Body discussed the possibility to purchase the parachute factory and turn it into a convention center to attract small conventions and bring GRT to the community. Mayor Gurulé-Girón advised she would like to see the community become an Olympic trainer location and this would give the younger generation an opportunity to meet Olympic athletes.

Discussion took place regarding the time limit placed on public input during meetings.

Discussion took place regarding the charter; the code book and the personnel ordinance being inconsistent and need to be corrected.

The retreat convened for the evening with an informal adjournment.

TUESDAY MARCH 28, 2017

PRESENT: Richard Trujillo, City Manager
Juan Montano, Police Chief
Annette Velarde, Community Development Director
Pamela Marrujo, Community Services Director
Veronica Gentry, Public Works Director,
Carmela Martinez, Housing Director
David L. Romero, Ward 4 Councilor
Maria Gilvarry, Utilities Director
Corinna Laszlo-Henry, City Attorney

Ann Marie Gallegos, Finance Director
Casandra Fresquez, City Clerk/HR Director
Billy Montoya, Fire Chief

Mr. Alderete gave an overview of the answers the directors provided to him during their interviews on what they see has the major impacts to the community and their particular positions. Mr. Alderete gave an overview of the goals and objectives the Governing Body developed. Mr. Alderete spoke to the Directors about how important trust in your coworkers is.

Mr. Alderete gave the directors an overview of the priorities they developed the day prior and how important transparency is to the Governing Body and the roundtable discussion the City would like to develop with local entities to work together to improve the community.

Discussion took place on ways to improve economic development and improving the financial sustainability. Discussion took place on the historic preservation grants that could be applied to help improve the look of the old buildings that are falling into disrepair and identify the assets the community has and market those.

Discussion took place on the importance of continuously following up to make improvements and improve customer service.

Discussion took place regarding the collection of past due utilities bills and the placement of liens.

Discussion took place regarding boarding homes within the community.

The directors continued to review and discuss the priorities that the Governing Body identified and how to improve on them throughout the community.

The retreat adjourned for the day.

WEDNESDAY MARCH 29, 2017

MAYOR: Tonita Gurulé-Girón

COUNCILORS: David A. Ulibarri Jr.
Vince Howell
Barbara A Casey
David L. Romero

ALSO PRESENT: Richard Trujillo, City Manager
Juan Montano, Police Chief

Annette Velarde, Community Development Director
Pamela Marujo, Community Services Director
Veronica Gentry, Public Works Director,
Carmela Martinez, Housing Director
David L. Romero, Ward 4 Councilor
Maria Gilvarry, Utilities Director
Corinna Laszlo-Henry, City Attorney
Ann Marie Gallegos, Finance Director
Casandra Fresquez, City Clerk/HR Director
Billy Montoya, Fire Chief

Mr. Alderete gave the Governing Body an overview of the discussions that took place with the directors. The directors feel that they need more time, more staff and more financial means for the departments to accomplish the Governing Body's goal and objectives.

The Governing Body had discussion about the process of placing items on the agenda for meetings for consideration and they feel there is no input from them to place items.

Discussion took place to work together to amend policies and procedures to make the city ordinances and city charter reflect the same information.

Discussion took place on how the Governing Body can set the structure of the meetings, rules and procedures.

Paul Cassidy from RBC Fund Management gave an overview of the capital bonds and debt service that the City currently has.

Questions and discussion took place regarding financial constraints the City is facing and what the departments have to do to keep services running with less funding than they have had in the past.

Final discussion took place regarding the goals and objectives set forth by Mayor and Council and the input from department directors and how they can move the community forward and improve the quality of life.

Mayor Gurulé-Girón advised she will continue with her promise of the City being more financially responsible, improving customer service and moving the City forward and thanked the City Manager and department director's for their commitment and hard work.

Councilor Howell made a motion to adjourn. Councilor Casey seconded the motion.

Mayor Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

David Ulibarri Jr.	Yes	Vince Howell	Yes
Barbara Casey	Yes	David L. Romero	Yes

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

ADJOURN

Mayor Tonita Gurule-Girón

ATTEST:

Casandra Fresquez, City Clerk

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 4/7/17

DEPT: Executive

MEETING DATE: 4/19/17

ITEM/TOPIC: Presentation by Superintendent Charles Strickfaden with Fort Union National Monument.

ACTION REQUESTED OF COUNCIL: None

BACKGROUND/RATIONALE: Update on educational outreach on community stories, participation in Las Vegas community events and renovation of park visitor center.

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)

CORRINA LASZLO-HENRY
CITY ATTORNEY
(ALL CONTRACTS MUST BE REVIEWED)

GENERAL FUND REVENUE COMPARISON
THRU MARCH 31, 2017 75% OF YEAR LAPSED (9 of 12 months)
FISCAL YEAR 2017

<u>Total Budget to Actual Comparison</u>						G (E/B) FY 2017 % REV
A	B	C	D	E		
FY 2016 BUDGET	FY 2017 BUDGET	FY 2017 YTD - BUDGET	FY 2016 YTD - ACTUAL	FY 2017 YTD - ACTUAL		
PROPERTY TAX	1,350,000	1,373,000	1,029,750	1,415,383	981,992	72%
GROSS RECEIPT TAX 1.225	3,550,000	3,550,000	2,662,500	3,553,542	2,669,097	75%
FRANCHISE TAX	800,000	800,000	600,000	807,805	567,549	71%
GROSS RECEIPT TAX .75	2,585,000	2,445,000	1,833,750	2,299,216	1,754,277	72%
1/8 INFRASTRUCTURE	350,000	351,000	263,250	361,198	282,521	80%
GRT .25 (JAN 2011)	680,000	697,000	522,750	685,582	739,412	106%
GRT -HOLD HARMLESS (JULY 2015)	(85,000)	(110,400)	-82,800	(85,000)	(63,750)	58%
LICENSE & FEES	71,600	70,500	52,875	80,730	39,123	55%
INTERGOVERNMENTAL	66,000	71,500	53,625	76,494	54,682	76%
LOCAL-FINES	62,100	62,000	46,500	62,143	63,301	102%
LOCAL-MISC	1,657,230	1,715,000	1,286,250	1,860,458	1,370,050	80%
TOTAL	11,086,930	11,024,600	8,268,450	11,117,561	8,458,254	77%

(License& Fees-Business Licenses, Liquor Licenses and Building Permits,Development Fees)
(Local Fines- Court Fines, Library Fines, Traffic Safety Fines)

GENERAL FUND EXPENDITURE COMPARISON
THRU MARCH 31, 2017 75% OF YEAR LAPSED (9 of 12 months)
FISCAL YEAR 2017

	<u>Total Budget to Actual Comparison</u>						H
	A	B	C	D	E	F	(E/B)
	FY 2016	FY 2017	FY 2017	FY 2016	FY 2017	FY 2017	%
	BUDGET	BUDGET	YTD - BUDGET	YTD - ACTUAL	YTD - ACTUAL	AVAIL. BAL.	BDGT
JUDICIAL	282,087	311,269	207,513	282,056	228,795	82,474	74%
EXECUTIVE	480,602	482,335	321,557	411,568	290,312	192,023	60%
ADMINISTRATION	247,913	238,796	159,197	246,214	173,858	64,938	73%
CITY ATTORNEY	213,770	241,956	161,304	206,840	142,475	99,481	59%
PERSONNEL/HR	274,354	278,490	185,660	274,322	200,868	77,622	72%
FINANCE	569,608	620,402	413,601	543,228	408,489	211,913	66%
COMMUNITY DEV.	567,364	553,245	368,830	427,253	288,484	264,761	52%
POLICE	3,928,874	3,978,740	2,652,493	3,358,911	2,814,997	1,163,743	71%
CODE ENFORCEMENT	168,661	179,925	119,950	130,374	109,661	70,264	61%
ANIMAL SHELTER	133,690	135,490	90,327	134,256	70,341	65,149	52%
FIRE	1,276,366	1,345,406	896,937	1,171,724	878,433	466,973	65%
PUBLIC WORKS/AIRPORT	492,606	480,581	320,454	424,991	340,385	140,296	71%
PARKS	305,020	333,142	222,095	197,579	183,262	149,880	55%
AIRPORT	0	0	0	0	0	0	0%
LIBRARY	201,256	215,812	143,875	185,087	145,622	70,190	67%
MUSEUM	192,888	151,836	101,224	125,378	104,010	47,826	69%
GENERAL SERVICES	2,649,000	2,505,714	1,670,476	1,939,451	1,607,825	897,889	64%
SALARY CONTINGENCY	50,000	0	0	38,853	0	0	0%
TRANSFERS	505,058	740,703	493,802	505,058	547,129	193,574	74%
TOTAL	12,539,117	12,793,942	8,529,295	10,603,143	8,534,946	4,258,996	67%

**RECREATION DEPARTMENT-REVENUE COMPARISON
THRU MARCH 31, 2017 - 75% OF YEAR LAPSED 9 OF 12 MONTHS
FISCAL YEAR 2017**

	A	B	C	D	E	G (E/B)
	FY 2016 BUDGET	FY 2017 BUDGET	FY 2017 YTD - BUDGET	FY 2016 YTD - ACTUAL	FY 2017 YTD - ACTUAL	% REV
WELLNESS CENTER	100,000	100,000	75,000	114,446	14,269	14%
OPEN SWIM	0	0				0%
YAFL	6,000	3,000	2,250	2,030	1,320	44%
YABL	20,000	20,000	15,000	19,011	16,521	83%
SUMMER FUN PROGRAM	20,000	20,000	15,000	15,797	5,991	30%
RECREATION-OTHER	49,000	29,800	22,350	32,116	8,064	27%
GEN FUND TRANSFER	400,000	300,000	225,000	400,000	224,910	75%
TOTAL	595,000	472,800	354,600	583,400	271,075	57%

**RECREATION DEPARTMENT- EXPENDITURE COMPARISON
THRU MARCH 31, 2017 - 75% OF YEAR LAPSED 9 OF 12 MONTHS
FISCAL YEAR 2017**

	A	B	C	D	E	F	H (E/B) % BDGT
	FY 2016 BUDGET	FY 2017 BUDGET	FY 2017 YTD - BUDGET	FY 2016 ACTUAL	FY 2017 YTD - ACTUAL	FY 2017 AVAIL. BAL.	
EMPLOYEE EXP.	552,495	423,276	317,457	523,505	378,589	44,687	89%
YAFL	3,500	2,000	1,500	2,964	600	1,400	30%
YABL	6,630	3,117	2,338	5,883	2,397	720	77%
OTHER OPERATING EXP.	66,610	76,133	57,100	66,610	32,838	43,295	43%
CAPITAL OUTLAY	4,000	6,600	4,950	3,779	1,413	5,187	21%
TOTAL	633,235	511,126	383,345	602,741	415,837	95,289	81%

ENTERPRISE FUNDS-REVENUE COMPARISON
THRU MARCH 31,2017-75% YEAR LAPSED (9 of 12 months)
FISCAL YEAR 2017

Total Budget to Actual Comparison

	A	B	C	D	E	G (E/B) %
	FY 2016 BUDGET	FY 2017 BUDGET	FY 2017 YTD - BUDGET	FY 2016 YTD - ACTUAL	FY 2017 YTD - ACTUAL	% BUDGET
WASTE WATER (610)	2,826,738	2,859,638	2,144,729	2,783,241	2,164,129	76%
NATURAL GAS (620)	5,673,019	5,237,000	3,927,750	5,211,845	3,377,154	64%
SOLID WASTE (630)	3,547,294	3,404,700	2,553,525	3,518,794	2,614,809	77%
WATER (640)	4,742,650	4,743,050	3,557,288	4,825,859	3,726,001	79%
<i>Total of Enterprise Funds</i>	16,789,701	16,244,388	12,183,291	16,339,739	11,882,093	73%

ENTERPRISE FUNDS-EXPENDITURES COMPARISON
THRU MARCH 31,2017-75% YEAR LAPSED (9 of 12 months)
FISCAL YEAR 2017

Budget to

	A	B	C	D	E	F	H (E/B) %
	FY 2016 BUDGET	FY 2017 BUDGET	FY 2017 YTD - BUDGET	FY 2016 ACTUAL	FY 2017 YTD - ACTUAL	FY 2017 AVAIL. BAL.	% BUDGET
WASTE WATER(610)	2,663,075	2,541,860	1,906,395	2,382,172	1,734,938	806,922	68%
NATURAL GAS (620)	6,178,945	5,938,026	4,453,520	4,974,033	3,460,538	2,477,488	58%
SOLID WASTE (630)	3,330,517	4,088,165	3,066,124	2,791,805	2,748,454	1,339,711	67%
WATER (640)	6,800,813	4,214,893	3,161,170	6,493,367	2,701,547	1,513,346	64%
<i>Total of Enterprise Funds</i>	18,973,350	16,782,944	12,587,208	16,641,377	10,645,477	6,137,467	63%

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 03/30/17 **DEPT:** Finance **MEETING DATE:** 04/19/17

ITEM/TOPIC: 2017 Audit Contract

ACTION REQUESTED OF COUNCIL: Approval/Disapproval to renew 2017 Audit Contract with RPC CPAs + Consultants, LLP.

BACKGROUND/RATIONALE: The City of Las Vegas requested audit proposals for the 2015, 2016, and 2017 Audits. We are requesting final approval by Mayor and Council to renew the 2017 Audit Contract with RPC CPAs + Consultants, LLP.

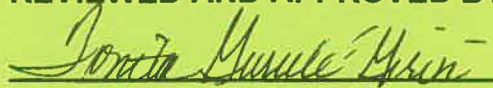
STAFF RECOMMENDATION: Approval

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)

CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

Contract Data Form for Audits

Please enter all contract information below. If not applicable, please put N/A in the field.

I. Agency Contact Information

Agency Type

Local Public Body (LPB) - Do Not Qualify For Tiered System

Name Of Agency

City of Las Vegas

Address Of Agency

1700 North Grand Avenue

Phone # Of Agency

(505) 426-3251

Fax # Of Agency *Optional*

(505) 425-7335

City

Las Vegas

State

NM

Zip

87701

Web Site Address *Optional*

Agency Head Contact Information

Name Of Agency Head

Richard Trujillo

Title Of Agency Head

City Manager

Email Address Of Agency Head

rtrujillo@ci.las-vegas.nm.us

Agency Contact Information

Name Of Agency Contact

Tana Vega

Title Of Agency Contact

Deputy Finance Director

Phone # Of Agency Contact

(505)426-3241

Fax # Of Agency Contact *Optional*

Email Address Of Agency Contact

tana@ci.las-vegas.nm.us

Note: Please fill out e-mail address of contact person. All fully executed contracts will be sent via e-mail.

I. Recommended Independent Public Accountant (IPA) Information

As required by the Audit Rule, Section 2.2.2.8.E(3), an IPA subject to contract restriction is responsible for informing this agency whether it is eligible to engage in this proposed contract. By signing the signature page, I am verifying herein that the IPA has certified its eligibility to engage in this proposed contract

On-Site Manager Name

Danny Martinez

Name Of IPA Firm

RPC CPAs + Consultants, LLP

Phone #

(505)883-2727

Fax # Optional**E-Mail Address**

dmartinez@rpcllp.com

III. Important Dates**For Which Fiscal Year (FY) Is This Recommendation Being Made:**

2017

Estimated Audit Start Date

07/17/2017

Estimated Completion Date

11/15/2017

IV. Single Audit Requirement

Please check the box below that applies to your agency (a Single Audit should have been included in the procurement if the agency expended \$750,000 or more of federal funds):

- ☒ My agency procured an annual financial and compliance audit without a Single Audit.
- ☐ My agency procured an annual financial and compliance audit with a Single Audit.

V. Multi Year Certification

Please check the appropriate box below:

- ☒ This is a multi-year award.
- ☐ This is a one year procurement award for only the fiscal year indicated in Section III.

This request applies to the chosen year of a multi-year proposal:

- ☐ Year 1 ☐ Year 2 ☒ Year 3

VI. Fee and Hour Breakdown

Do not use commas - numbers only

Category	[Year 1] Hours	[Year 1] Cost	[Year 2] Hours	[Year 2] Cost	[Year 3] Hours	[Year 3] Cost
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Category	[Year 1] Hours	[Year 1] Cost	[Year 2] Hours	[Year 2] Cost	[Year 3] Hours	[Year 3] Cost
Financial Statement Audit	465	\$48,825.00	465	\$48,825.00	465	\$48,825.00
Financial Statement Preparation	80	\$8,400.00	80	\$8,400.00	80	\$8,400.00
Federal Single Audit	85	\$8,925.00	85	\$8,925.00	85	\$8,925.00
Other allowed non-audit services		\$0.00		\$0.00		\$0.00
Component Units	150	\$15,350.00	95	\$9,721.00	95	\$9,721.00
Other		\$0.00		\$0.00		\$0.00
TOTAL	780	[\$] 81,500.00	725	[\$] 75,871.00	725	[\$]75,871.00

For The Current Fiscal Year, Total Amount Payable NOT Including Gross Recelpts Tax, Shall Not Exceed:

\$75,871.00

Additional Information

Agency Contract Reference Number *Optional*

Number Of Copies To Be Delivered By The Contractor To The Agency

12

Other Provisions *Optional*

This Contract is made effective as of the date of the signature of the Office of the State Auditor.

Agency

Name:

by:

Title:

Date:

Contractor

Name:

by:

Title:

Date:

This Contract has been approved by: Office of the State Auditor

By:

Title: Deputy State Auditor

Date:

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 3/21/17

DEPT: Public Works

MEETING DATE: 4/19/17

ITEM/TOPIC: Resolution #17-07, supporting New Mexico Department of Transportation Municipal Arterial Program (MAP)-2018 application; for the Project Development, Design and Construction of Surface and Drainage Improvements along Mountain View Drive – 7th Street (NM 518) to Grand Avenue (US Hwy 85). Total project cost = \$1,140,000.00.

ACTION REQUESTED OF COUNCIL: Approval/Disapproval of Resolution #17-07.

BACKGROUND/RATIONALE: (Provided with Work Session Packet)

STAFF RECOMMENDATION: Approve Resolution

COMMITTEE RECOMMENDATION: N/A

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE
NO LATER THAN 10:00 A.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**



**RICHARD TRUJILLO
CITY MANAGER**

**ANN MARIE GALLEGOS
FINANCE DIRECTOR**


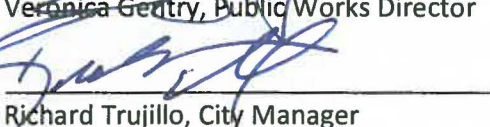
**PURCHASING AGENT
(FOR BID AWARD ONLY)**

CITY ATTORNEY

Approved as to Legal Sufficiency Only



MEMORANDUM

TO: Mayor and Council
FROM: 
Veronica Gentry, Public Works Director
THRU: 
Richard Trujillo, City Manager

DATE: March 21, 2017

RE: Supporting Resolution #17-07 Municipal Arterial Program (MAP)-2018 Application

As part of the application submittal criteria for the New Mexico Department of Transportation Municipal Arterial Program (MAP)-2018, it is required that a resolution of support from the Local Governing Body.

In complying with this criteria, staff is requesting that this resolution be approved for the Project Development, Design and Construction of Surface and Drainage Improvements along Mountainview Drive – 7th Street (NM 518) to Grand Avenue (US Hwy 85). Total project amount \$1,140,000.00.

Budgetary provisions will be made in the Public Works Department's 2018/2019 fiscal year budget cycle to implement this project, should it be funded by the New Mexico Department of Transportation.

Should you have any questions regarding this resolution, prior to scheduled City Council Meeting, please contact this office at your convenience.

Enclosure

xc: (MAP) 2018/19 File

March 17, 2017

Clarissa Martinez
LRGF Coordinator
P.O. Box 1149
Santa Fe, NM 87504

RE: Municipal Arterial Program (MAP) Application
Mountainview Drive – 7th Street (NM 518) to Grand Ave. (US Hwy 65)

Dear Ms. Martinez:

In accordance with the Local Government Road Fund letter dated February 10, 2017, soliciting applications for Fiscal Year 2018 for the Municipal Arterial Program (MAP), the City of Las Vegas is pleased to submit this request for construction funding for your consideration. This funding request is for Mountainview Drive – 7th Street (NM 518) to Grand Ave. (US Hwy 85). The following information is included herein for review:

1. A map of the project limits (including proposed phasing)
2. Current and 20 year projected traffic volumes (ADT, DHV, and percent heavy traffic)
3. Pavement design criteria (10 year minimum)
4. Proposed Typical Section
5. Major intersection and traffic signal analysis (including warrants)
6. Drainage Reports
7. A preliminary cost estimate (including department share and municipality share)
8. Local Government resolution of support for the project, and
9. A Project Data Sheet summarizing existing and proposed information.

Project Map

The project limits on Mountainview Drive extend from the BOP at 7th Street (NM 518) to the EOP at Grand Avenue (US HWY 85, Interstate 25 Business Route), which is approximately 4,967 ft. Mountainview Drive is a main connector road between State Road 518, and Grand Avenue (US Hwy 85, Interstate 25 Business Route), and Interstate 25.



Figure 1- Project Layout Map

Current & 20 Year Projected Traffic Volumes

Currently there is no TIMS information available on Mountainview Road. The current (2015) and projected (2035) ADT for 7th Street (NM 518) are shown below.

2015 ADT's	2035 ADT's	Percent Heavy Trucks	Design Hourly Volume
17,499	19,334	11	2,320 vehicles

The current (2016) and projected (2036) AADT for Grand Ave. (US HWY 85, Interstate 25 Business Route) is based on traffic data collected during the Phase A/B Study for NMDOT PCN 4100840. The current and projected ADT for Grand Avenue are shown below.

2016 ADT's	2036 ADT's	Percent Heavy Trucks	Design Hourly Volume
7,498	8,284	4	994 vehicles

Projected ADT's extrapolated at 0.5% annual growth rate to determine the 20-year projected AADT.

Mountainview Drive serves as a direct route between Interstate 25 and NM 519. Mountainview Drive also serves as a collector route for residents in the area and provides an alternate route to Sierra Vista Elementary School.

Pavement Design Criteria

The proposed pavement section is based on the as constructed pavement section. The existing pavement consists of a 5/8" open graded friction course over 4" of asphalt pavement. The proposed project will remove the open graded friction course and approximately 2" of the asphalt pavement. An asphalt overlay will then be constructed.

Typical Section

The typical section for the roadway includes two 16' travel lanes, one each for eastbound and westbound traffic. Curb and gutter, and sidewalks will be repaired as needed, and ADA ramps will be reconstructed at all intersecting streets in the project. See below for the proposed typical section.

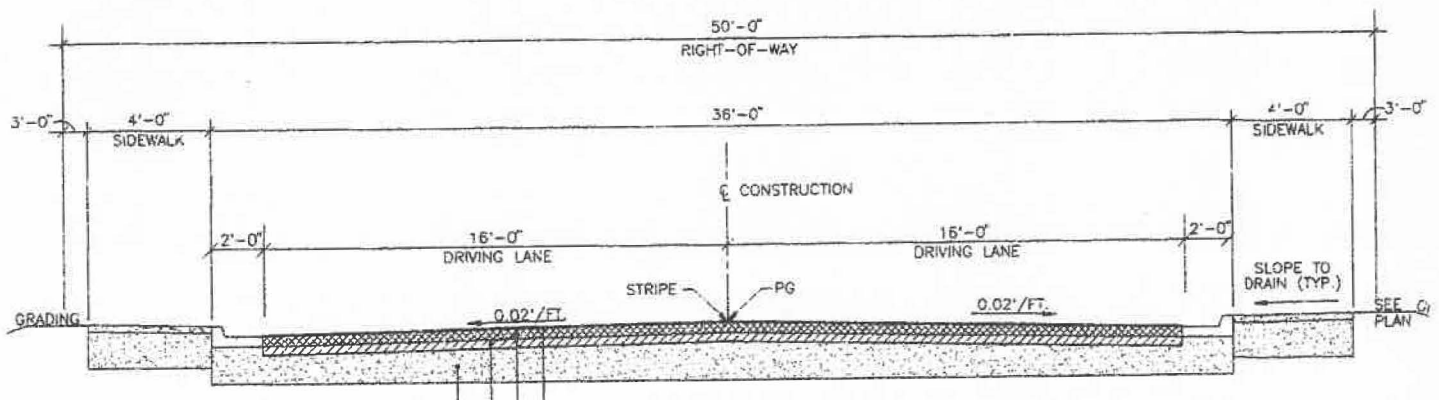


Figure 2 - Mountainview Drive Typical Section

Major Intersection and Signal Warrants

The City is not pursuing a traffic signal on Mountainview Drive within the proposed project limits. Therefore, signal warrants will not be submitted for review.

Drainage Reports

The proposed project is for milling and overlaying the existing road, therefore, there will be no impacts to existing drainage.

Preliminary Cost Estimate

The overall costs for the Roadway Construction Costs for the proposed project limits will be approximately **\$898,000.00**. The Design Costs will be approximately **\$149,000.00**. With GRT, the Total Project Costs are approximately **\$1,140,000.00**. A breakdown of the estimated construction costs per item is included below.

CONSTRUCTION COST ESTIMATE	
<i>Roadway</i>	\$ 588,000.00
<i>Construction Signing</i>	\$ 50,000.00
<i>Permanent Signing & Striping</i>	\$ 22,000.00
<i>Construction Engineering</i>	\$ 58,000.00
<i>Contingency (25%)</i>	\$ 180,000.00
SUBTOTAL CONSTRUCTION COSTS	\$ 898,000.00
DESIGN COSTS	
<i>Roadway Design</i>	\$ 92,000.00
<i>Geotechnical Investigation</i>	\$ 8,000.00
<i>Environmental Documentation</i>	\$ 5,000.00
<i>Field Survey</i>	\$ 7,000.00
<i>Project Coordination</i>	\$ 12,000.00
<i>Construction Administration</i>	\$ 25,000.00
SUBTOTAL ENGINEERING SERVICES	\$ 149,000.00
TOTAL (CONSTRUCTION +DESIGN)	\$ 1,047,000.00
<i>NMGRT (8.3958%)</i>	\$ 87,904.03
GRAND TOTAL (WITH NM GRT)	\$ 1,134,904.03
GRAND TOTAL (ROUNDED)	\$ 1,140,000.00

Project Data Sheet

Existing Project Information:

The Existing Project information includes the following:

- The project is located on a main roadway and is classified as a Minor Collector Roadway and is a two - way street that runs east to west.
- This roadway connects 7th Street (NM 518) on the west to Grand Avenue (US HWY 85, Interstate 25 Business Route) on the east.
- This roadway also serves Sierra Vista Elementary School, provides access to single family and multi-family residential areas, and along with several businesses.
- The existing roadway has poor pavement conditions, cracked concrete curb and gutter, and minimal pedestrian facilities.
- The existing typical section includes 2-16' driving lanes and a 2' curb and gutter section, and 4' wide sidewalks in several areas.
- The roadway has curb ramps that are not compliant with PROWAG or ADA Standards.
- *Proposed Project Information:*
- The Proposed Project Information includes the following:
- The project will be a mill and overlay project.
- The project will provide new asphalt surfacing, repair/reconstruct curb and gutter sections, driveway pads and existing sidewalk.
- The project will provide new ADA curb ramps, and signing and striping.

Sincerely,



Veronica Gentry
Public Works Director
City of Las Vegas

xc: Richard Trujillo, City Manager
David Trujillo, District IV Engineer
Heather Sandoval, Assistant District IV Engineer
Daniel Gurule, Project Manager
2017/2018 Coop File Submittal

**CITY OF LAS VEGAS, NM
RESOLUTION NO. 17-07**

A resolution Supporting Application of New Mexico Department of Transportation Municipal Arterial Program (MAP)-2018 for the Project Development, Design and Construction of Surface and Drainage Improvements along Mountain View Drive – 7th Street (NM 518) to Grand Avenue (US Hwy 85)

WHEREAS, the estimated cost of the above described project is one million one hundred and forty dollars (\$1,140,000.00); and

WHEREAS, the City of Las Vegas governing body has declared improvements to said streets a necessity for the good and well being of citizens of Las Vegas, New Mexico and support Municipal Arterial Program (MAP)-2018 Application for these funds to accomplish the work; and

WHEREAS, the City of Las Vegas will agree to work in accordance with the funding requirements of the Municipal Arterial Funding Program (MAP), provided it be successful in receiving the funding necessary for these improvements.

NOW, THEREFORE, be it and hereby is resolved by the governing body of the City of Las Vegas that the Municipal Arterial Program Application for the above funding be submitted to the New Department of Transportation.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF APRIL, 2017.

CITY OF LAS VEGAS:

Mayor

ATTEST:

Casandra Fresquez, City Clerk

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 03/30/17

DEPT: Utilities Dept.

MEETING DATE: 04/12/17

ITEM/TOPIC: Water Treatment Plant Sodium Hypochlorite disinfection system.


ACTION REQUESTED OF COUNCIL: Approval / Disapproval to purchase Sodium Hypochlorite disinfection system.

BACKGROUND/RATIONALE: The current disinfection system at the Water Treatment Plant is the MIOX system. The MIOX system is a proprietary system and has been experiencing failures. The new Sodium Hypochlorite disinfection system is not a proprietary system and repair parts for this system can be purchased off the shelf. The cost of the system is \$491,024.00.

STAFF RECOMMENDATION: Approval to purchase disinfection system.

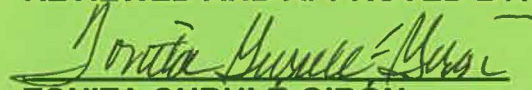
COMMITTEE RECOMMENDATION: This item was discussed at the regular Utility Advisory Committee meeting on April 11, 2017. Their recommendation will be provided at the Council Meeting.

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



RICHARD TRUJILLO
CITY MANAGER

ANN MARIE GALLEGOS
FINANCE DIRECTOR
(PROCUREMENT)

PURCHASING AGENT
(FOR BID/RFP AWARD)

CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

Revised 4/20/16



UTILITIES DEPARTMENT PROJECT SUMMARY SHEET

PROJECT NAME: Onsite Hypochlorite Generation System
PROJECT NUMBER: UT-WTPSI-OHGS
PROJECT MANAGER: Benito

ENGINEER: HDR
CONTRACT NUMBER: 2676-13

PROJECT DESCRIPTION: The scope of this project consist of replacing aging and failing Miox System at the Water Treatment Plant with Hypochlorite Generation System.

ACTION: Approval of Disinfection System Installation

TIMELINE: April-June 2017

FUNDING SOURCES	ESTIMATED EXPENDITURES	EXPENDED to date ('17)	Est. BAL to Expend in '17
City \$500,000	Design	Design \$ 0	Design \$
State	Consultant Services \$0.00	Egr Services \$0.00	Egr Services \$
Federal	Construction \$492,000	Const \$0.00	Construction \$ 492,000
Total Funds \$500,000	Total w/ GRT \$500,000	Total w/GRT \$0.00	Total w/GRT \$ 500,000

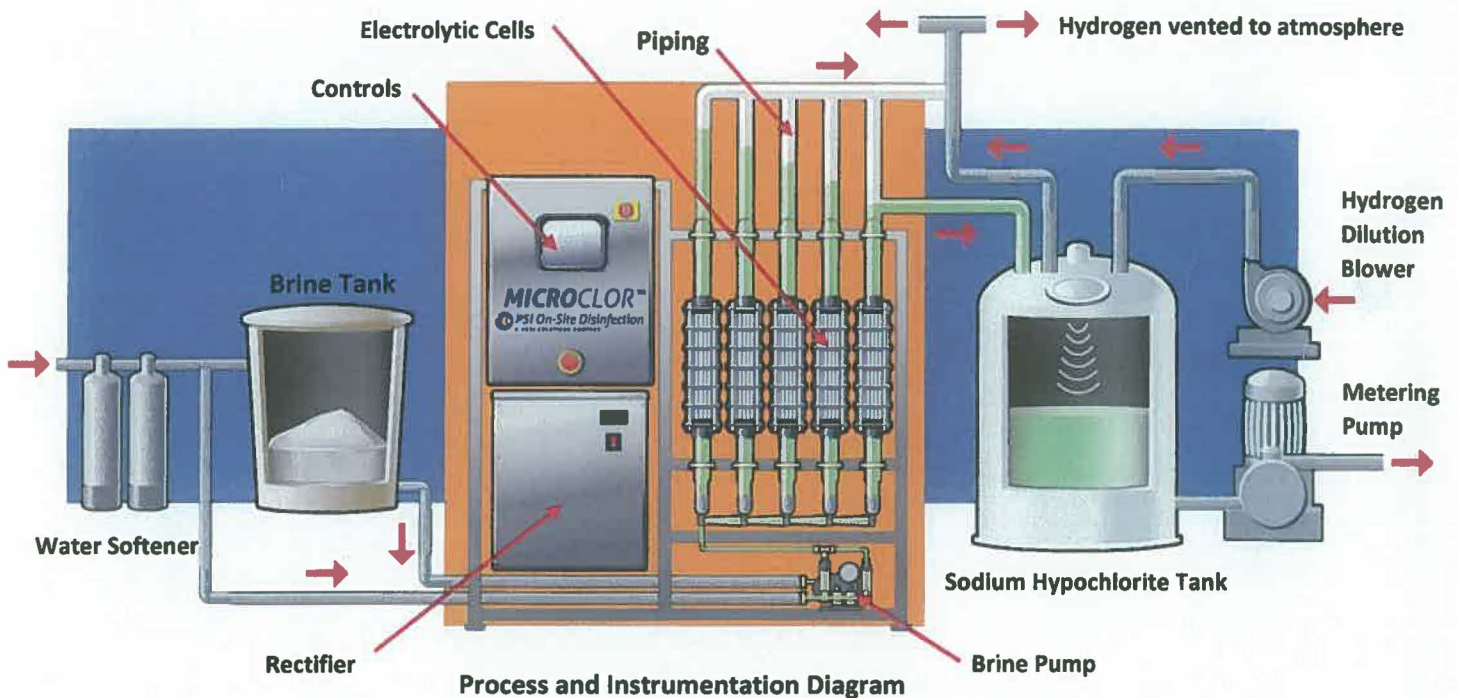
BUDGETED AMOUNT: \$500,000 **LINE ITEM NUMBER:** TBD

ACTION	DESCRIPTION	DATE
Funding Source	CITY	
Loan/Grant/City	City \$500,000	
	Grant \$	
	Loan \$	
	Total \$500,000	
Authorized Ordinance		
RFP		
Engineering Services Agreement	Contract# Task Order# \$	
Engineering Estimate	Total Engineer's Estimate \$	
Bid Document Review	Bid #	
Advertisement		
Bid Opening	Date	
Bid Tabulation	Contractor Amount	
	Contractor Amount	
	Contractor Amount	
	Contractor Amount	
Construction Estimate	Contractor Share \$ (Including NMGR)	
	City Share \$	
Engineer's Recommendation	Contractor	
Staff Recommendation		
Committee Recommendation		
Council Approval		
Notice To Proceed		

City of Las Vegas
Onsite Hypochlorite Generation Systems

Overview

The on-site hypochlorite generation (OSHG) systems will be two identical 100 pound per day skid-mounted systems. They will consist of electrolytic cells, a rectifier, brine pump, piping, valves, instrumentation, and controls. Each system will be pre-assembled, piped, wired, and factory-tested to facilitate simple installation and startup at the jobsite. Ancillary equipment necessary to make a complete and functional system will include a hydrogen dilution blower, water softener, water and brine filters, brine tank, hypochlorite storage tank, and metering pump.



The OSHG System incorporates the following features:

- 1) Skid-mounted with vertical cell design and union connections allowing for simple cell maintenance and replacement
- 2) Pre-assembled, piped, wired, and tested at the factory prior to shipment.
- 3) Hydrogen management is critical in the design of this project. Therefore, hydrogen may never be contained or pressurized in the cell for safety reasons. Additionally, the system will incorporate passive hydrogen removal to increase operator safety.

- 4) The cell will be of vertical configuration to provide for immediate and passive hydrogen gas venting. Each cell will be mounted on a cell loop that will allow for increased electrolyte flow and multiple passes through the cell, immediately venting the hydrogen gas at each pass. This also prevents gas blinding of the electrodes.
- 5) Each cell will have dedicated level and temperature safety switches. Safety switches may not be located in the scaling environment of the cell. Mechanical float switches are not allowed.
- 6) For system reliability, the generator will have a multi cell configuration and have the ability to remove a cell from the system and continue to operate at 80% of capacity.
- 7) Replacement cells will be available for next day delivery or counter to counter delivery on a major airline.
- 8) The rectifier will be a full wave DC rectifier with fixed voltage and a 99% power factor. Constant current will be maintained by brine conductivity control. Constant current rectifiers will not be allowed.
- 9) Salt efficiency will be maximized by variable speed brine pump controlled by current feedback loop
- 10) A Constant current automated variable speed brine pump will be included.
- 11) Replacement cells will be available for next day delivery or counter to counter delivery on a major airline.
- 12) All components except for the cell will be commercially available.
- 13) Cell design will preclude the need for wet DC cable connections for internal baffles and gasketing

EQUIPMENT & COSTS

All equipment will be manufactured in accordance with PSI's standard equipment.

No Item	Description	Qty.
1	Skid-Mounted, Pre-Assembled, Piped, Wired, and Factory-Tested Microclor® MC-100 On-Site Hypochlorite Generation System,	2
	<ul style="list-style-type: none"> • 20 ppd Electrolytic Cell (Qty. 5) • Stainless Steel Brine Gear Pump • Water and Brine Rotameters • Magnetic Flow Meter • Optical Level Switch (Qty. 5) • Temperature Switch (Qty. 4) • Temperature Sensor • Water Solenoid Valve • 304 Stainless Steel, Electropolished Open Frame Equipment Skid 	

No	Item Description	Qty.
2	Skid-Mounted Transformer Rectifier	2
	<ul style="list-style-type: none"> • NEMA 1 Enclosure – 304 Stainless Steel Construction • 12 kVA Step-Down Transformer – 300 VDC @ 40 A • DC Bridge Rectifier with Diode Assemblies and Aluminum Heat Sink with Cooling Fan • DC Current Transducer • Panel-Mounted Disconnect Switch 	
3	Skid-Mounted Generator Control Panel	2
	<ul style="list-style-type: none"> • NEMA 4X Enclosure – 304 Stainless Steel Construction • Allen-Bradley MicroLogix 1400 Programmable Logic Controller with Ethernet Communication • 6" Color Touchscreen HMI • 24 VDC Power Supply • Emergency Stop Pushbutton • Panel-Mounted Disconnect Switch 	
4	Master Control Panel	1
	<ul style="list-style-type: none"> • NEMA 4X Enclosure – 304 Stainless Steel Construction • Allen-Bradley MicroLogix 1400 Programmable Logic Controller with Ethernet Communication • 8" Color Touchscreen HMI • 24 VDC Power Supply • Motor Starters for Hydrogen Dilution Blowers • Emergency Stop Pushbutton • Panel-Mounted Disconnect Switch 	
5	Hydrogen Dilution Blower for Generator	2
	<ul style="list-style-type: none"> • 110 cfm Maximum Volumetric Flow Rate • TEFC Motor • Current Sensor • Differential Pressure Switch 	
6	Hydrogen Dilution Blower for Tank	2
	<ul style="list-style-type: none"> • 75 cfm Maximum Volumetric Flow Rate • TEFC Motor • Current Sensor • Differential Pressure Switch 	

No	Item	Description	Qty.
7		Cartridge Filters	5
8		Dual Tank Water Softener	3
		<ul style="list-style-type: none"> • Kinetico Model CP 208s 	
9		Hypochlorite Storage Tank	1
		<ul style="list-style-type: none"> • HDLPE Construction • 710 Gallon Capacity • Ultrasonic Level Control • Top Manway • Dimensions: 5'-0" D x 5'-8"H 	
10		Hypochlorite Dosing Assembly	1
		<ul style="list-style-type: none"> • Metering Pump, 317 GPH @ 45 PSI with TEFC Inverter-Duty • Motor (Duty/Standby) • NEMA 4X Variable Frequency Drive (Qty. 2) • Calibration Column • Pressure Relief Valve • Backpressure Valve • Pulsation Dampener • Wye Strainer • Pressure Gauge • PVC Pump Stand (Qty. 2) 	
11		Heat Exchanger	2
		<ul style="list-style-type: none"> • 4" Shell • Titanium Construction • Teflon and Kynar Interconnection 	
12		Acid Cleaning Cart	1
		<ul style="list-style-type: none"> • Polyethylene Tank • Reversible Pump • Portable Cart 	
13		Spare Parts	1
		<ul style="list-style-type: none"> • Cell Level Switch • Cell Temperature Sensor • Cell Temperature Switch 	

No	Item Description	Qty.
14	Field Services (5 Days at the Jobsite)	1
	<ul style="list-style-type: none"> • Installation Inspection • System Start-Up • Operator Training Included 	
15	Design Submittals and Operation & Maintenance Manuals	1
	<ul style="list-style-type: none"> • Submittal: Sent Electronically • O&M Manual: Sent Electronically 	
16	Brine Storage Tank	1
	<ul style="list-style-type: none"> • Pneumatic Fill • FRP Construction • 22 Ton Capacity • Stainless Steel Salt Fill Tube • Level Control Assembly • Dust Collection Assembly • Salt Level Indication • Under Drain with Valve • Top and Side Manways • Ladder with Safety Cage • Heat Tracing and Insulation • Dimensions: 8'-0"D x 15'-0"H 	
17	Full Freight Allowed to Jobsite, Las Vegas, NM	Included

ESTIMATED COST FOR EQUIPMENT [ITEMS 1-18]

\$362,500

ALPHA SOUTHWEST, INC. LABOR & MATERIALS (Based on new contract)

Demolition (120 hours estimated)

- | | |
|---|----------------|
| 1. Remove MIOX System, tanks, associated piping, and electrical | \$9,000 |
|---|----------------|

Installation

Materials Estimate	\$27,745
---------------------------	-----------------

1. Anchor bolts and seismic restraints.
2. All interconnecting piping, including between brine tank, OSHG skid, hypochlorite tank, metering pumps and accessories, and point of hypochlorite injection.
3. Valves, fittings, appurtenances
4. Heat tracing and insulation of all interconnecting piping, if required.
5. Electrical power to control panel (120/208-240V/1Ph/60Hz for 20A), transformer rectifier (460V/3Ph/60Hz for 20A), and metering pump variable frequency drives (208-240V/1Ph/60Hz for 10A).
6. All electrical conduit, wiring, electrical material, etc. between control panel, brine tank, OSHG skid, hypochlorite tank, metering pumps, SCADA, etc.

Labor Estimate (480 hours estimated)	\$36,000
---	-----------------

1. Equipment unloading and installation
2. All civil works and concrete pad for equipment
3. Any underground or structural work.
4. Any permitting or regulatory approvals

Travel (per contract, for 8 weeks)	\$6,244
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Lodging (per contract for 8 weeks)	\$5 760
---	----------------

Electrical & Mechanical Drawings as Built	\$3,000
--	----------------

ESTIMATED COST FOR DEMO & EQUIPMENT INSTALLATION	\$87, 749
---	------------------

SUMMARY

ESTIMATED COST FOR EQUIPMENT [ITEMS 1-18]	\$362,500
<u>ESTIMATED COST FOR DEMO & EQUIPMENT INSTALLATION</u>	<u>\$87,749</u>
GRAND TOTAL	\$450,249
<u>Contingency (10%)</u>	<u>\$ 40,775</u>
PROJECTED PROJECT COST	\$491.024

TIMELINE

1. Alpha Southwest order processing	1 week
2. Equipment lead time from manufacturer	8 weeks
3. Materials order	2 weeks
4. Demolition	2 week
5. Installation	6 weeks
6. Cutover and transition	1 week

Note: Items 1-3 can occur concurrently. The cutover and transition will need to be reviewed and planned to allow for a minimum disruption and to ensure that the City of Las Vegas has an adequate chlorination capability.

Recommend Signature:



Maria Gilvarry, Utilities Director Date

Approved / Disapproved

Richard Trujillo, City Manager Date

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 4/7/17

DEPT: Executive

MEETING DATE: 4/19/17

ITEM/TOPIC: *City Attorney's Professional Service Contract*

ACTION REQUESTED OF COUNCIL: Approval/Disapproval of City Attorney's Professional Service Contract.

BACKGROUND/RATIONALE: In accordance with the City of Las Vegas, New Mexico Municipal Charter Article V, Section 5.04 C., a city attorney was appointed by the Mayor and approved by Council on March 24, 2017 at a Special meeting. The Governing Body shall enter into a contract with the city attorney which shall establish, among other matters, compensation, benefits, duties and responsibilities.

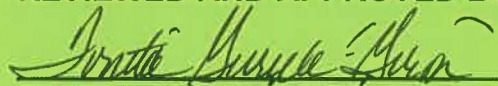
STAFF RECOMMENDATION:

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)

CITY ATTORNEY
(ALL CONTRACTS MUST BE
REVIEWED)

**CITY ATTORNEY
PROFESSIONAL SERVICE CONTRACT**

THIS CONTRACT, made and entered into this _____ day of _____, **2017** by and between the City of Las Vegas, a municipal corporation (hereinafter called "Employer" or the "City") and Corinna Laszlo-Henry, (hereinafter called "Employee" or "City Attorney"):

WHEREAS, pursuant to the City Charter, the Employee has been appointed as the City Attorney for the City of Las Vegas, New Mexico by the Mayor and this appointment has been approved by the City Council at its meeting of March 24, 2017; and

WHEREAS, the City Charter requires that the Governing Body enter into a contract with the City Attorney, which shall establish, among other matters, compensation, benefits, duties and responsibilities;

NOW, THEREFORE, the parties hereto agree as follows:

1. TERM:

This Contract shall begin on April 10, 2017, subject to the Termination Clause (item 8), and will continue up to December 31, 2017.

2. DUTIES AND AUTHORITY:

The City agrees to employ Corinna Laszlo-Henry as City Attorney and the City Attorney agrees to perform the functions and duties specified in this contract, the job description for the City Attorney adopted by the Governing Body, and the relevant provisions of the Charter of the City of Las Vegas.

If the City's other staff members seek to obtain counsel or a legal opinion as to matters of City business, the Employee shall first clear the request with either the City Manager or the Mayor.

If City Council members seek to obtain counsel or a legal opinion as to matters of City business, they shall first either have the approval of the City Manager or Mayor, or a consensus of the Governing Body for the City Attorney to undertake the requested work.

3. COMPENSATION:

A. Base Salary: The City agrees to pay the City Attorney an annual base salary of \$100,000.00 payable in installments at the same time that the other management employees of the City are paid.

The City agrees to pay the City Attorney for the contract period (April 10th – December 31, 2017) a salary of \$73,081.60.

B. As long as the City Attorney effectively performs her job, it is the City's intent to give financial consideration to providing the City Attorney with increased compensation, as merited. City Attorney evaluations shall be performed annually.

Increases may be in the amount from 1% to 5% per year depending on evaluations and what funds are available.

4. INSURANCE BENEFITS:

The City agrees to provide and pay the same City portions of the insurance benefits which are provided to all other employees of the City.

5. VACATION, SICK, AND MILITARY LEAVE:

The City Attorney will accrue sick leave and vacation leave in accordance with the City Personnel Policy.

6. MISCELLANEOUS BENEFITS

A. The City Attorney may have the use of a City owned and maintained vehicle for City related purposes.

B. The Employer agrees to enroll the City Attorney into the applicable state or local retirement system (P.E.R.A.) and to make the same contributions to such retirement as other City employees receive.

7. GENERAL BUSINESS EXPENSES:

A. The City agrees to budget for and to pay for professional dues and subscriptions of the City Attorney necessary for continuation and full participation in organizations, if the employer determines that these expenses are necessary for the City Attorney's professional participation and for the good of the City.

B. The City shall allow the City Attorney to attend training programs with the NM Municipal League and other similar programs to allow the City Attorney's professional advancement. The City shall defray tuition and per diem and mileage expenses if these trainings have been approved in advance by the Mayor and City Council.

C. The City shall provide sufficient support staff for the City Attorney.

D. The City shall allow for and pay the expenses for reasonable assistance of outside counsel in specialty areas of the law and for assistance with training of the City Attorney.

E. The City shall provide the City Attorney with a computer, internet connection software, fax/modem/ and cell phone (or cell phone stipend of \$50.00 per month of relevant phone bill) as required for the Employee to perform the job and to maintain communication. All phone records related to City business will be considered public records.

F. Should Employee not be available to attend certain meetings as required by her job description, the City will reasonably provide alternate counsel to serve this purpose.

8. TERMINATION:

The City Attorney understands and agrees that she serves at the will of the Governing Body of the City of Las Vegas pursuant to the terms of the City Charter and that she may be suspended or removed with or without cause at any time by the Mayor, subject to approval of the City Council, or by a majority of all members of the Governing Body. Should the Employee be terminated as outlined herein, then this Contract shall immediately become null and void.

If terminated, the City Attorney shall be entitled to receive pay for the hours she has worked to the point of termination, as well as for all accumulated vacation leave in the time and manner that all other City employees are paid such benefits. Under no circumstances shall the City Attorney have a right to severance pay.

9. RESIGNATION:

In the event that Employee voluntarily resigns her position with the City, the Employee shall provide a minimum of 14 days notice in writing. The Employee is entitled to accrued annual leave in accordance with the Personnel Ordinance.

10. SEVERABILITY:

The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision.

11. HOURS OF WORK:

The Employee shall work a minimum of 40 hours per week plus be available for City needs (as identified and determined by the City Manager) outside the regular business hours without additional compensation.

12. INSURANCE COVERAGE:

Employer shall maintain liability insurance under its existing policies for claims arising out of an alleged act or omission occurring in the performance of Employee's duties during her employment tenure and for at least 2 years after the termination of this Contract, or the term of the litigation, whichever is longer.

13. Binding Effect.

This Contract shall be binding upon and inure to the benefit of the successors and assigns of the parties hereto. No other person(s) shall have any right, benefit or obligation hereunder.

14. Law That Applies.

It is mutually agreed by and between the parties hereto that this Agreement shall be performed in Las Vegas, San Miguel County, New Mexico, and further that any legal action or causes of action in connection herewith shall be within the jurisdiction of the appropriate court in San Miguel County, New Mexico, for all purposes.

15. Entire Agreement.

This Contract constitutes the entire agreement between the parties hereto; any prior agreement, whether written or oral, assertion or statement, understanding or other commitment antecedent to this Contract shall not have any force or effect whatsoever, unless the same is mutually agreed to by the parties hereto and

reduced to writing. No changes or amendments to this Contract shall be effective, except those on written approval by both parties.

16. No Waiver.

No waiver of any of the provisions of this Contract shall be deemed or shall constitute a waiver of any other provision hereof (whether or not similar), nor shall such waiver constitute a continuing waiver unless otherwise expressly provided.

17. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico and the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature or the City, this Agreement shall terminate immediately upon written notice being given by the City to the Employee. The City's decision as to whether sufficient appropriations are available shall be accepted by the Employee and shall be final. If the City proposes an amendment to the Agreement to unilaterally reduce funding, the Employee shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

18. Conflict of Interest; Governmental Conduct Act.

The Employee warrants that she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement. The Employee certifies that the requirements of the Governmental Conduct Act, Sections 10-16-1 through 10-16-18, NMSA 1978, regarding contracting with a public officer or state employee or former state employee have been followed.

19. Penalties for violation of law.

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, Imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

Approved by the Governing Body on _____, _____.

Tonita Gurulé-Girón
Mayor of the City of Las Vegas

ATTEST:

EMPLOYEE/CITY ATTORNEY

City Clerk of the City of Las Vegas

Corinna Laszlo-Henry

Approved as to legal sufficiency only

Danelle Smith, Acting City Attorney