

**LINKED MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE
CITY OF CARLSBAD, NEW MEXICO, HELD IN THE MUNICIPAL ANNEX
BUILDING ON JUNE 27, 2017 AT 6:00 P.M.**

Present:	Dale Janway	Mayor
	Lisa A. Anaya Flores	Councilor
	Edward T. Rodriguez	Councilor
	Leo B. Estrada	Councilor
	Wesley A. Carter	Councilor
	Jason Shirley	Councilor
	Richard Doss	Councilor
Absent:	J. R. Doportto	Councilor
	Wanda Durham	Councilor
Also Present:	Steve McCutcheon	City Administrator
	Michael Hernandez	Deputy City Administrator
	Eileen P. Riordan	City Attorney
	Nadine Mireles	Deputy City Clerk
	Patsy Jackson-Christopher	Director of Arts & Culture
	Luis Camero	Director of Engineering Services
	Steve Hendley	Director of Parks & Recreation
	Ron Myers	Director of Utilities
	Wendy Hammett	Finance Director
	Richard Lopez	Fire Chief
	Scot Bendixson	Human Resources Director
	Jeff Patterson	Planning Director
	Patrick Cass	Public Works Director

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:00 **Call Meeting to Order**

0:00:01 Invocation - Pledge of Allegiance

0:00:26 **Chief Lopez** explained that on May 17, 2017, there was a structure fire at the 5th Street apartments with reports of a victim inside the structure. He said that the unit that responded and rescued the victim were very aggressive in attacking the fire and made quick decisions and were able to rescue the victim who survived. **Chief Lopez** and Mayor Janway presented the Unit Citation Award to Lieutenant David McDougall, Lieutenant Andy Ruiz, Fire Fighter Timothy Brighton, and Fire Fighter Bradley Wooten for their outstanding effort.

0:03:08 **1. APPROVAL OF AGENDA**

0:03:11 **Mayor Janway** explained he would like to pull Item G.5 Board and Committee Appointments: Carlsbad Library Board, to be added at a later date.

0:03:24 **Motion**

The motion was made by Councilor Doss and seconded by Councilor Rodriguez to approve the Agenda as amended

0:03:34 **Vote**

The vote was as follows: Yes - Doss, Estrada, Rodriguez, Shirley, Carter, Anaya Flores; No - None; Absent- Durham, Doport; The motion carried.

0:03:45 **2. CITY OF CARLSBAD FINANCIAL REPORT FOR MAY, 2017**

Ms. Hammett reviewed the revenues and expenditures as of July 2016 through May 2017 for the General Fund and selected Enterprise and Special Funds contained within the City Budget.

0:05:08 **3. ROUTINE AND REGULAR BUSINESS**

- A. Minutes of the Regular City Council Meeting held on June 13, 2017
- B. City Personnel Report
- C. Purchasing:
 - 1) Consider approval to Award Bid No. 2017-11, to Thunder Run Concrete for the 2017/2018 Fiscal Year
 - 2) Consider approval to Award Bid No. 2017-12, to Garden Mart Inc., for Tree Trimming Services for the 2017/2018 Fiscal Year
 - 3) Consider approval to Award Bid No 2017-13, to WD Services LLC for Pest Control Services for the 2017/2018 Fiscal Year
 - 4) Consider approval to Award RFP 2017-04, to Caprock Health Plans for Third Party Administration and Health Insurance Coverage
 - 5) Consider approval to Award RFP 2017-05, to Reliance Standard Life Insurance Company for Group Life Insurance, Dependent Life Insurance, Accidental Death & Dismemberment and Weekly Indemnity Coverage
 - 6) Consider approval to Award RFP 2017-06, to Colonial Life Insurance Company for the Cafeteria Plan Administration
- D. Contracts and Agreements:
 - 1) Consider approval of the agreement between the City of Carlsbad and J. Wayne Bevers, dba Chaparral Claims & Investigations, LLC, for Claims Administration and Adjustment Services
- E. Set Dates: August 8, 2017
 - 1) An Ordinance Adopting Amendments to the Carlsbad Code of Ordinances, Chapter 56, Zoning Ordinance Pursuant to Code of Ordinances Section 56-150 and Section 3- 17-1 and 3-18-1 NMSA 1978

- F. Monthly Reports:
- 1) Arts and Culture Department Monthly Report, May 2017
 - 2) Planning, Engineering, Regulation Department Monthly Report, May 2017
 - 3) Sports and Recreation Department Monthly Report, May 2017
 - 4) Utilities Department Monthly Report, May 2017
- G. Board and Committee Appointments:
- 1) Carlsbad Arbor Day Tree City New Mexico Advisory Board: Re-appoint: Damien Armijo & Dave Rogers, 4 year terms
 - 2) Carlsbad Bob Forrest Youth Sports Complex Advisory Board: Re-appoint: Wesley Carter, Tim Estrada, & Matt Leroch, 3 year terms
 - 3) Carlsbad Cemetery Board: Appoint: Ed Newton, 2 year term; Re-appoint: Suzanne Carlsen, 2 year term
 - 4) Golf Course Advisory Board: Re-appoint: Kenny Lawson, Zeph Roberson, Daniel Johnson, & Kathy Temple; 4 year terms
 - ~~5) Carlsbad Library Board: Appoint: Michael Bromka, 4 year term; Re-appoint: Robert Chavez, Chris Owens, & Bernita Smith Payne, 4 year terms~~
 - 6) Carlsbad Museum Advisory Board: Re-appoint: KC Sparks, 5 year term
 - 7) North Mesa Senior Recreation Advisory Board: Appoint: Jay Redman, 4 year term; Re-appoint: Ysidro Molinar, Jean Loafman, & Helen DeAnda, 4 year terms
 - 8) Carlsbad San Jose Senior Recreation Center Advisory Board: Re-appoint: Lionel Munoz, 4 year term
 - 9) Carlsbad Parks & Recreation Advisory Board: Appoint: David Ams, remainder 2 year term; Re-appoint: Don Dayton, 2 year term
 - 10) Carlsbad Riverwalk Recreation Complex Advisory Board: Re-appoint: Tiffany Sullivan-Owens, 4 year term
 - 11) Carlsbad Board of Solid Waste Commissioners: Re-appoint: John Beasley & Jim Grantner, 4 year terms
 - 12) Carlsbad Planning and Zoning Commission: Appoint: Brad Nesser, remainder 2 year term; Re-appoint: Lason Barney & Brigido Garcia, 2 year terms

0:05:32 **Mayor Janway asked Mr. McCutcheon to discuss Item D.1 Consider approval of the agreement between the City of Carlsbad and J. Wayne Bevers, dba Chaparral Claims & Investigations, LLC, for Claims Administration and Adjustment Services.**

Mr. McCutcheon explained this is a request for an approval of an agreement between the City and Wayne Bevers. He said the City has had a good relationship with Mr. Bevers and have changed to a transactional basis instead of a monthly fee, which has resulted in a fairly significant savings on the contract. **Mr. McCutcheon** added staff has been pleased with the work and recommend approval to renew the contract for another year.

0:06:41 **Mayor Janway asked Mr. McCutcheon to discuss Item C.4; Consider approval to Award RFP 2017-04, to Caprock Health Plans for Third Party Administration and Health Insurance Coverage; and Item C.5 Consider approval to**

Award RFP 2017-05, to Reliance Standard Life Insurance Company for Group Life Insurance, Dependent Life Insurance, Accidental Death & Dismemberment and Weekly Indemnity Coverage.

Mr. McCutcheon said the City is required to go out for RFP for these services. He added Caprock has been the Health Insurance provider for a number of years. He explained staff went out for RFP and Caprock was the successful Health Insurance Third Party Administrator this year. He said Caprock has done a great job in the past and has negotiated deals with many hospitals for extra benefits on health insurance costs.

Mr. McCutcheon explained Item C.5 is to award RFP to Reliance Standard Life Insurance Company for Group Life Insurance. He explained Reliance is an A-rated company and came in with a 25% reduction in cost.

0:08:54 **Motion**

The motion was made by Councilor Shirley and seconded by Councilor Anaya Flores to approve Routine and Regular Business

0:09:02 **Vote**

The vote was as follows: Yes - Doss, Estrada, Rodriguez, Shirley, Carter, Anaya Flores; No - None; Absent- Durham, Doport; The motion carried.

0:09:18 **4. CONSIDER APPROVAL OF THE TRANSFER OF THE AGREEMENT BETWEEN THE CITY OF CARLSBAD AND GREGORY ROCKHOUSE RANCH, INC., REGARDING THE PURCHASE OF EFFLUENT WASTEWATER FROM GREGORY ROCKHOUSE RANCH, INC., TO SELECT ENERGY SERVICES, LLC**

Mr. McCutcheon explained Council previously approved selling excess effluent water to Gregory Rockhouse Ranch, who has sold out to Select Engery. He added the sale receipts are projected to be \$850,000 by the end of the 2016-2017 fiscal year. **Mr. McCutcheon** added staff is recommending approval of the transfer to Select Energy Services, LLC.

0:10:56 **Motion**

The motion was made by Councilor Doss and seconded by Councilor Carter to approve the transfer of the Agreement between the City of Carlsbad and Gregory Rockhouse Ranch, Inc., regarding the purchase of the Effluent Wastewater from Gregory Rockhouse Ranch, Inc., to Select Energy Services, LLC

0:11:02 **Vote**

The vote was as follows: Yes - Doss, Estrada, Rodriguez, Shirley, Carter, Anaya Flores; No - None; Absent- Durham, Doport; The motion carried.

0:11:21 **5. CONSIDER APPROVAL OF THE SALE OF PROPERTY IN THE 500 BLOCK OF NORTH MAIN STREET SOUTH OF THE MUNICIPAL TRANSIT FACILITY TO GEORGE BRANTLEY AT FAIR MARKET VALUE AND AUTHORIZING THE MAYOR AND/OR CITY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTS**

Mr. McCutcheon explained that Mr. Brantley approached the City with a request to purchase this lot. He explained there is a 10 foot easement in the lot that was retained when the city purchased the lot. He said Mr. Brantley asked to purchase the entire lot, but staff has concerns in that there may be a need for some growth in the municipal garage, so the recommendation is to increase Mr. Brantleys land ownership by 40 feet. He explained the land will be appraised and sold at the appraisal price. He added staff recommends the sale of the property.

0:15:42 **Motion**

The motion was made by Councilor Carter and seconded by Councilor Rodriguez to approve the sale of property in the 500 Block of North Main Street south of the Municipal Transit Facility to George Brantley at fair market value and authorizing the Mayor and/or City Administrator to execute the necessary documents

0:15:49 **Vote**

The vote was as follows: Yes - Doss, Estrada, Rodriguez, Shirley, Carter, Anaya Flores; No - None; Absent- Durham, Doport; The motion carried.

0:16:02 **6. COUNCIL COMMITTEE REPORTS**

Chief Lopez explained the fireworks show on the 4th of July will be bigger and better than last year. He said staff has been preparing and working with the Police Department, Sherriff's Department, and all the other agencies needed to make the 4th of July a fun safe event. **Chief Lopez** added that transit will pick people up at the Cascades and drive them to the water park area from 10:00 a.m. to 8:00 p.m. He explained that 14 handicap parking spots have been added to the main beach parking area.

Mayor Janway said he appreciates all the work Chief Lopez and his department does for the 4th of July.

Councilor Doss asked if the splash pad at the beach will be operable by July 4, 2017.

Mr. Pat Cass explained the splash pad will not be ready for the 4th of July. He explained there were problems with the pool contractor and the contract was terminated and city staff is now doing the work. **Councilor Doss** asked if there are any grounds for a breach. **Ms. Riordan** said the contractor was not paid anything. She explained the contract had unacceptable terms, such as advance payment, which the city is forbidden to do. She explained a member on staff has a pool licensure that has been very helpful.

0:22:55 **Councilor Doss** explained that he, Mr. McCutcheon, the Mayor, and Councilor Rodriguez went to Washington, D.C. on a lobbying trip. He said the trip went well and a lot of good information was received. He said they received encouraging news from the Department of Energy on the classification of waste. He said they saw the effectiveness of having an onsite lobbyist in Washington who certainly has a lot of contacts in D.C.

Councilor Doss acknowledged that former Councilor Wilson Bales has passed. He said Mr. Bales grew up in Carlsbad and lived in the fire house throughout High School. He added Mr. Bales did a great job for the city.

Mayor Janway introduced Aaron Braddock, a junior in High School, who is volunteering as an intern this summer. **Mayor Janway** added Aaron is doing a great job and his effort is appreciated.

0:25:53 **7. ADJOURN**

0:25:58 **Motion**

The motion was made by Councilor Anaya Flores and seconded by Councilor Rodriguez to Adjourn

0:26:07 **Vote**

The vote was as follows: Yes - Doss, Estrada, Rodriguez, Shirley, Carter, Anaya Flores; No - None; Absent- Durham, Doport; The motion carried.

0:26:20 **Adjourn**

There being no further business, the meeting was adjourned at 6:27 p.m.

_____/s/Dale Janway_____
Mayor

ATTEST:

_____/s/Annette Barrick_____
City Clerk