



MICHELE C. SHILLITO, MAYOR

AARON SERA, MANAGER

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POPULATION 14,758

CITY COUNCIL MEETING

AGENDA

April 16, 2024

5:30 P.M.

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/CityofDeming>

Or Using your Phone: [1 866 899 4679](tel:18668994679)

Access Code: 595-334-189

Password: 595334189

PRAYER / CALL TO ORDER / PLEDGE OF ALLEGIANCE / ATTENDANCE ROLL CALL

1. Consent Agenda
 - A. Minutes
 - a. Regular City Council March 19, 2024
 - b. Special City Council March 25, 2024
 - B. Proclamations:
 - a. 2024 National Day of Prayer
 - b. 2024 National Economic Development Week
 - c. 2024 Lemonade Day
 - d. 2024 Remembrance of the Bataan Memorial Death March
 - e. 2024 Professional Municipal Clerk's Week
2. Request for the Approval of a Job Description for a City Attorney
3. Mayoral Appointment of Deputy Clerk
4. Mayoral Appointment of Chief of Police
5. Manager's Report
6. Closed Session: Pursuant to NMSA 10-15-1(H)(2) To Discuss Limited Personnel Matters, Regarding Evaluations for Appointed Officials in the Community Services, Public Works, Fire, and Municipal Clerk Departments, and for the Assistant Finance Director
7. Open Session: Motions, if any
8. Adjourn Meeting

The next regular City Council Meeting is scheduled for May 21, 2024, at 5:30 p.m.

CITY COUNCIL MEETING MINUTES

April 16, 2024

**Remote meeting in compliance with the
New Mexico Open Meetings Act**

Council Present:

Michele C. Shillito, Mayor
Irmaisela A. Rodriguez, Councilor
Stephen Westenhofer, Councilor
Julian Monjaras, Councilor

Council Present (Telephonically/Virtually):

Joe "Butter Milo, Councilor

Council Absent:

Staff Present:

Aaron Sera, City Manager	David McSherry, Public Works Director
Azucena Vargas, Community Services Director	Jose Montoya, Interim Chief of Police
Jeremy Gervais, Special Projects Coordinator	Sergio Lara, Lt. Deming Police Department
Joe Owen, Fire Chief	Lane Camfield, Planner I
Adrian Coloma, IT	Amanda Sanders, Public Information Officer
Cassie Ward, Economic Dev. Director	Laura Holguin, Finance Director/Treasurer
Elizabeth Martinez, CSD Clerk	Yeimi Bustos, Receptionist

Recording Secretary: Mary Jo Valdez, CMC – Municipal City Clerk

Mayor Shillito called for Pastor Guerrero to lead in prayer.

Mayor Shillito called the meeting to order at 5:31 p.m. and led the Pledge of Allegiance.

A quorum was verified with a roll call.

ROLL CALL VOTE

Councilor Milo	Aye
Councilor Rodriguez	Aye
Councilor Westenhofer	Aye
Councilor Monjaras	Aye

1. Consent Agenda

Mayor Shillito asked if there were any questions on the items within the consent agenda or if Council was prepared to make a motion.

Councilor Rodriguez motioned to approve the consent agenda, as submitted; motion second by Councilor Monjaras; motion carried by following roll call vote:

ROLL CALL VOTE

Councilor Westenhofer	Aye
Councilor Rodriguez	Aye
Councilor Milo	Aye
Councilor Monjaras	Aye

CITY OF DEMING
Proclamation
National Day of Prayer

WHEREAS, The National Day of Prayer is a tradition first proclaimed by the Continental Congress in 1775 while forming a new nation; and

WHEREAS, in 1988, legislation was unanimously ratified by both Houses of Congress and signed by President Ronald Reagan stating that the National Day of Prayer was to be observed on the first Thursday of every May; and

WHEREAS, it is fitting and proper to give thanks to the Lord by observing this day in Deming when all may acknowledge our blessings and express gratitude for them, while recognizing the need for strengthening religious and moral values in our state and nation.

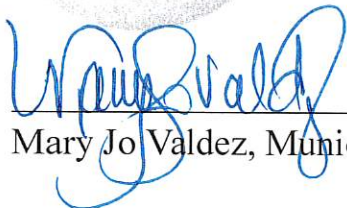
NOW THEREFORE, I, Michele C. Shillito, Mayor of the City of Deming, do hereby proclaim Thursday, May 2, 2024, as “***A DAY OF PRAYER***” and urge the citizens of Deming to stand in unity on this day to pray for America and the world.

Done this 16th day of April 2024 in the City of Deming, New Mexico.



CITY OF DEMING, NEW MEXICO


Michele C. Shillito, Mayor


Mary Jo Valdez, Municipal Clerk

CITY OF DEMING
Proclamation
FOR ECONOMIC DEVELOPMENT WEEK

WHEREAS, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

WHEREAS, the International Economic Development Council provides leadership and excellence in economic development for communities, members, and partners through conferences, training courses, advisory services and research, in-depth publications, public policy advocacy, and initiatives such as the Accredited Economic Development Organization program and the Certified Economic Developer designation; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of the American economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, main street programs, and a variety of other institutions; and

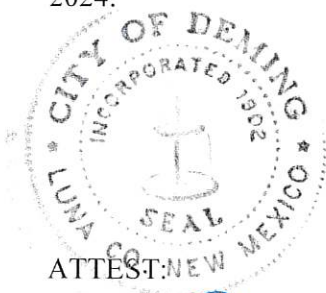
WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in the City of Deming within County of Luna, within the State of New Mexico; and

NOW, THEREFORE, BE IT PROCLAIMED that the Mayor and City Council of the City of Deming do hereby recognize May 6-10, 2024, as "National Economic Development Week" in the City of Deming and remind individuals of the importance of this community celebration which supports expanding career opportunities and improving quality of life.

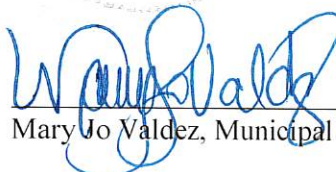
BE IT FURTHER PROCLAIMED that the City Council is authorized and directed to transmit an appropriate copy of this resolution to Deming Luna County Economic Development, Inc. and the International Economic Development Council.

IN TESTIMONY WHEREOF the Mayor of the City of Deming has hereunto subscribed her name and have caused the Official Seal of the City of Deming to be hereunto affixed in on this 16th day of April 2024.



CITY OF DEMING, NEW MEXICO


Michele C. Shillito, Mayor


Mary Jo Valdez, Municipal Clerk

Proclamation Lemonade Day

WHEREAS, Lemonade Day was created to help today's youth become the business leaders, social advocates, community volunteers and forward-thinking citizens of tomorrow, one lemonade stand at a time: and,

WHEREAS, the foremost objective of Lemonade Day is to empower youth to take ownership of their lives and become productive members of society; the business leaders, social advocates, volunteers, and forward thinking citizens of tomorrow; and,

WHEREAS, Lemonade Day inspires people in the community to step up and lead a child already in their lives through the steps of starting, owning and operating their very own business, a lemonade stand.

NOW, THEREFORE, I, Michele C Shillito, do hereby proclaims May 11, 2024, as "Lemonade Day" in the City of Deming and I encourage all citizens to recognize the importance of committing themselves to the education of our children in preparation for their future.

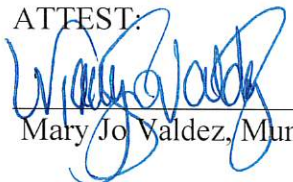
Signed this 16th day of April 2024 in the City of Deming, New Mexico.



CITY OF DEMING, NEW MEXICO


Michele C Shillito, Mayor

ATTEST:


Mary Jo Valdez, Municipal Clerk

CITY OF DEMING
Proclamation

***55th Annual Professional Municipal Clerks Week
May 5 through May 11, 2024***

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community, and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Michele C. Shillito, Mayor of the City of Deming, do recognize the week of May 5th through May 11th, 2024, as Professional Municipal Clerks Week, and further extend appreciation to our prior and current Municipal and Deputy Clerks; and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 16th day of April 2024.



CITY OF DEMING, NEW MEXICO


Michele C. Shillito, Mayor

ATTEST:


Mary Jo Valdez, Municipal Clerk

2. Request for the Approval of a Job Description for a City Attorney

Mr. Sera stated that the position has been advertised; adding that the job description requires Council approval. Mr. Sera noted the salary at a Range 54, at a starting salary of \$130,000, annually. Mr. Sera explained that the position will be full time.

Mayor Shillito asked Council if they had questions or if they're prepared to make a motion.

Mayor Pro Tem Westenhofer motioned to approve the job description and salary range for the City Attorney; motion second by Councilor Rodriguez; motion carried by the following roll call vote:

ROLL CALL VOTE

Councilor Milo	Aye
Councilor Monjaras	Aye
Mayor Pro Tem Westenhofer	Aye
Councilor Rodriguez	Aye

3. Mayoral Appointment of Deputy Clerk

Mayor Shillito read the memorandum into record, requesting Council's approval for the recommendation to appoint Elizabeth Martinez as Deputy Clerk, at a salary of \$45,000.00 and to allow the authorization to negotiate the remainder of the employment contract.

Mayor Shillito asked Council if they had questions or if they're prepared to make a motion.

Councilor Rodriguez motioned to approve the appointment; motion second by Councilor Milo; motion carried by the following roll call vote:

ROLL CALL VOTE

Mayor Pro Tem Westenhofer	Aye
Councilor Rodriguez	Aye
Councilor Milo	Aye
Councilor Monjaras	Aye

4. Mayoral Appointment of Chief of Police

Mayor Shillito announced that there will not be an appointment at tonight's meeting; explaining that they have received six applications. Mayor Shillito stated that three applicants are from out of state and three are internal applicants. Mayor Shillito explained the process which entailed a review by all Councilors and announced that all of Council would be conducting interviews.

Mayor Shillito asked Council if they had questions or if they're prepared to make a motion to postpone the item until the May 21st meeting.

Councilor Rodriguez motioned to postpone the item; motion second by Mayor Pro Tem Westenhofer; motion carried by the following roll call vote:

ROLL CALL VOTE

Councilor Milo	Aye
Councilor Monjaras	Aye
Councilor Rodriguez	Aye
Mayor Pro Tem Westenhofer	Aye

5. City Manager's Report

- Worked on preparation of the budget. First round finished; balanced Azucena's checkbook and finished with Community Services for the second round to present a budget to Council, at the Workshop in May.
- Marshall's is in the works to operate in the City of Deming. Hoping to have a letter of intent within a week or two and then the lease agreement will commence.
- Uncontained Project will begin the civil engineering process soon.
- Cassie Arias-Ward was recognized for her achievement in obtaining a certification in Economic Development, noting that he is extremely proud of her; she is one of the most intelligent people I've met. Mayor stated that there is only 20 in the state. Mrs. Ward noted that Mr. Coloma had completed his Bachelor's degree; he was also congratulated.

6. Closed Session: Pursuant to NMSA 10-15-1, H(2) To Discuss Limited Personnel Matters, Regarding Evaluations for Appointed Officials in the Community Services, Public Works, Fire and Municipal Clerk Departments, and for the Assistant Finance Director

Mayor Shillito asked Council for a motion to go into closed session.

Councilor Rodriguez motioned to go into closed session, as listed; motion second by Councilor Monjaras; motion carried with the following ROLL CALL VOTE:

ROLL CALL VOTE

Councilor Milo	Aye
Mayor Pro Tem Westenhofer	Aye
Councilor Rodriguez	Aye
Councilor Monjaras	Aye

7. Open Session: Motions, if any

Mayor Shillito asked for a motion to go back into open session.

Mayor Pro Tem Westenhofer motioned to go back into open session; motion second by Councilor Rodriguez; motion carried by the following roll call vote:

ROLL CALL VOTE

Councilor Milo	Aye
Councilor Monjaras	Aye
Councilor Rodriguez	Aye
Mayor Pro Tem Westenhofer	Aye

Mayor Shillito stated that only those items listed on the agenda were discussed and that no motions were made during closed session.

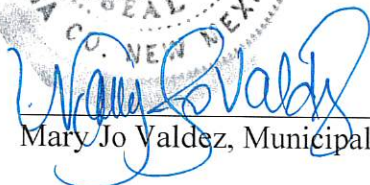
8. Adjourn Meeting

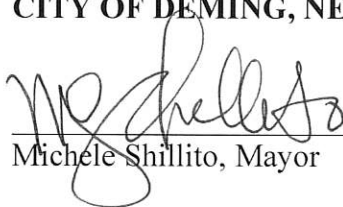
With no further business to discuss, Mayor Shillito entertained a motion to adjourn the meeting.

Councilor Rodriguez motioned to adjourn the meeting; second by Councilor Monjaras; motion carried unanimously. The meeting adjourned at 7:31 p.m.

CITY OF DEMING, NEW MEXICO

ATTEST:


Mary Jo Valdez, Municipal Clerk


Michele Shillito, Mayor