

CITY COMMISSION WORKSHOP MINUTES
CITY COMMISSION CHAMBERS
JANUARY 26, 2016 at 5:00 p.m.

The Mayor and the City Commission of the City of Truth or Consequences in the County of Sierra, and State of New Mexico met for a workshop in full conformity with the law and ordinances of said Commission in the Commission Chambers of said City, December 15, 2015, with the workshop starting at 4:00 P.M.

Mayor Sandra Whitehead called the workshop to order at 5:00 p.m.

Present were Mayor Whitehead, Mayor Pro-Tem Green, Commissioner Clark, Commissioner Richter, and Commissioner Peterson. There was a quorum present.

Also present: City Manager Juan Fuentes and City Clerk Renee Cantin.

1. Presentation: T&D Services Electrician Distribution Study, Pat Scharff, Principal Engineer, T&D Services

Mr. Pat Scharff, Principal Electrical Engineer with T & D Services began by introducing Kyle Padilla, Joshua Madoddy, and Steve Walters. Mr. Scharff was the lead Engineer on the study, and explained the involvement of the others present. The study done was to document the Electric Facility study on the condition and its performance now and into the future. A separate report has been given to Electric Department Director Easley concerning substation condition. There is another report concerning the poles and overhead wiring system. This one is going to be concerned with "why the lights blink and go out, why the voltage seems to be bad, what you can do to make things better, and what you should be looking for going forward as far as expansion in the next 20 years."

Mr. Scharff started the presentation which is part of the agenda packet. The first thing was done was a team was sent to map the entire system. They created a Geographical Information System (GIS) database for every pole, transformer, and every switch on the system. From that information his team provided a series of maps and created an electrical model of the entire distribution system. The goal was to assess the existing performance, and problems on the existing loads. Then looking into the future. They are looking at the things whether the things considered today are going to last 5 year, 10 years, or longer. The things they end up recommending, have to do with system performance, system operability, system reliability (including outages, frequency of outages). They have made a number of recommendations for these improvements.

The system as a whole is fairly robust. There are things that do need improvement. The Low System Power Factor means we have to put quite a few capacitors in. In general, they found some voltages that were somewhat low. Outside of what the National Standards require for good voltage. Putting in the capacitors fixes that. It turns out that all of the loads on the conductors are within Rural Utilities Service (RUS) recommendations. They should be loaded more than 80% of their rating. All of the conductors are good and that's because of the last upgrade that was done on those. There needs to be some balancing of loads among the feeders and phases. The city needs to reduce system losses which can be

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done by capacitor addition. There are no equipment overloads at this time, however, you need to look into adding a new substation. Operability improvement recommendations include: Adding switches for the ability to transfer loads among feeders; Load transfer switching recommendations for contingencies; and System records maintenance/management. They need to keep track of loads on feeders, and switching routines, and long term records. If you don't have the maintenance records you spend a lot of time resolving a problem and you end up spending a lot more money than necessary to do the resolution.

The Reliability Improvement recommendations include: Protective device additions on feeders; Feeder protective device settings; change from fuse saving to fuse blowing philosophy; Substation protective device settings; Fuse sizes for coordination with protective devices, and Substation maintenance.

At the same time when the fuse doesn't blow, the automatic reclosing device, opens up and blinks the lights. Right now T or C employs a strategy called Fuse Saving. In other words, we want the automatic device to interrupt the fault and not blow a fuse, so we don't have to call a crew out in the middle of the night for several hours. Right now that automatic device is at the substation. So we are looking at is changing to a Fuse Saving from a Fuse Blowing philosophy. When that happens, nobody but only those downstream from the fuse are going to be impacted by the outage.

Mr. Scharff continued with the Study Methodology including: The system model developed from field inventory data; Feeder peak loads estimated by T & D; Studies done for N-0 and N-1 conditions with and without large PV systems Operating; and 2.5% annual growth rate provided by T or C.

They also did the studies, for the PV Systems in there and out of there. If there are problems with them they will shut down and that is not a good thing. They are both on their own transformers so the likelihood of them both being down is not that big. The transmission systems should blink but both if they both go down in a hot summer afternoon, that's the worst case. In the analysis for the N-0 and N-1, they assumed the PV systems were not going to be available to the city. In general they will be, so what you will hear about is the absolute worst case scenario, which is what you need to plan for.

Mayor Pro-Tem Green asked what PV was for, and Mr. Scharff responded it means Photo Voltaic. He said there is one plant in Williamsburg and one plant at Walmart. Mr. Scharff said they took both into account when they did the study.

Mr. Scharff continued the system is generally robust, there are no overloaded conductors and the substation transformers are well within ratings. Some things that need attention is the low voltage on some tap lines; Low power factor on all feeders and system; lack of flexibility is switching loads around on your system Lack of automatic sectionalizing to minimize impact and duration of outages; in the future you will run into Substation loading for transformer outage; and Substation relay settings.

He referred to the system in the Plan and some of the Spreadsheets for the Existing Substation Loads. He suggested the Commission keep an eye on the Substation, a new one won't be needed immediately, but they recommended to keep it in mind. He

suggested it might be wise to think about the property in the Williamsburg area to use when you have to buy the substation.

They are going to recommend quite a bit of new capacitors (about 3,000kVAR), he showed a list of where they need to be put and when they will be needed. The capacitors do three things: they improve the voltage problems, losses go down, and it reduces the total KVA load on the substation which defers the repairs for two or three years. This is what happens after we have the Load Transfers in. He showed where we have a 14 MVA Load on the substation in 2020 when the PV's are Off and the Capacitors are Off. When the capacitors are on and added it doesn't exceed until 2020 or 2021. They are recommending nine new switches be added. They will allow the utility department to move load around for regular maintenance and for feeder outages or substation maintenance. They have given Bo a list of not only where the switches will go, but their recommendation for how to switch. Where do they put the seeder feeder load and which switches should they close. Operations Departments do a lot of preplanning for disasters, and they tried to do the best they can with Bo. It will change over time as the loads grow and things happen. He referred to a map where they are planning to add the switches. It is a capital expenditure.

Next he went into protective devices. There are currently no automatic reclosing protective devices beyond the substation. When there is a fault on the feeder, that relay will cause the substation breaker for that meter to open. Everybody downstream will at least get a blink. If it's a permanent fault there will permanent NO lights until they can fix the fault and isolate it and segment it. Right now we don't have a good way to segment it, so if it's in the main line feeder there are no switches to segment it. We will be putting in Reclosers, quite a few of them as a matter of fact. The Reclosers provide automatic line sectionalizing and reduce the number of permanent feeder outages and they minimize the number of customers impacted by outages. There are different styles and different types. They are also recommending the substation relay be changed to make it compatible with fusing philosophy. There is a regular schedule for changing relays just like changing the oil in your car. They have made recommendations to Electric Department Director Easley. He said things that did not come out of the study, they found out doing the study.

Recommend substation metering to be updated both for future studies and operations purposes. That way you can tell is the load on the feeder growing on a month to month or year to year basis. It doesn't have to be done by high powered executives. Bo can look at his records and meter data and see what is coming up as a problem and what he can do to take care of it. It can be done in-house but it has to be metered and logged and somebody has to do something with it. They need to maintain substation equipment, with things like fixing leaks, testing relays, and testing breakers. They found one thing that needs to be taken care of as soon as possible are the tap changers which need to be maintained. Tap Changers are automatic volt regulators that sit on the end of each of the transformers. It raises and lowers to maintain a constant voltage on your system. They need to be maintained based on the number of operations and they are long overdue and needs to be done. Breakers and relays need to be done in terms of Manufacturer recommendations. Breakers have been tested fairly recently, the relays it doesn't appear they have been tested. Again we need to keep records of all of that maintenance and there are firms that can help you do that for a price. The Commission should have received a copy of the report in a pdf file. The Executive Summary will tell you everything you really want to know. The rest is backup to tie it up. They have set system maps in pdf format to Electric Department

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Director Easley. They have sent the Lines and substation condition assessments in separate reports. They also provided a System inventory with photos linked to Google earth for geo tracking. They have also sent the system models so in the future if you need to have studies done, those models can be used by anyone that has access to Milsoft WindMil software.

Commissioner Peterson asked if the study involved anything as to how close the River is. Mr. Scharff responded no, but the maps they prepared have the capability through Google Earth.

Mayor Pro-Tem Green said you talked about a system loss we are buying and not selling it. Mr. Scharff responded System Loss Studies were beyond the scope of work for this study. They will require metering data you don't currently have available. They can look at losses but it's a snapshot. For instance, at peak load, they can estimate the losses for that peak load period, but unless they know how long the load lasts, they cannot project that to the rest of the system. You can measure how many kilowatt hours you bought versus how many you sold. There will be a difference between those two and it's not necessarily all losses. Usually they refer to it as Unaccounted for Energy, which includes: Losses; Diversion or Theft; and Unmetered Loads. Those studies can be done but for now you don't have the data to do those.

Mayor Pro-Tem Green said so you are recommending 3,000 capacitors, 9 switches, and 10 Closures. Mr. Scharff clarified it is 3,000 Kvar, not the amount of capacitors. Mayor Pro-Tem Green asked if he's quantified the dollar amount they are talking about. Mr. Scharff stated it was not part of the scope of work, but he was asked to get cost estimates has quotes ranging from \$8,000 - \$9,000 for capacitor bank. And that's nine or ten capacitor banks. In addition to that you will probably have to do a pole replacement. So just the capacitors you are probably looking at \$110,000. Switches are going to be cheaper and you will need poles for those.

Mayor Pro-Tem Green asked if there is money available for Rural Electric Systems. Mr. Scharff responded grants no, loans yes.

Commissioner Peterson asked if they recommended a Floodplain Study also. Mr. Scharff said that might be advisable. Before that's done, he suggested the Commission take a look at the GeoTech data and where the floodplains are and ascertain where the risk is.

Commissioner Peterson asked if there was anything critical in that area by the park. There is a whole substation at the Park. Mr. Scharff said that might be something you might want to consider doing. Commissioner Peterson said but where they are looking at building the substation in Williamsburg is where he was thinking. Mr. Scharff said if that is in fact a concern it would be worth looking into. Relocating the sub is not going to be an option for you. A new substation will be \$4.5 to \$5 million dollars.

City Manager Fuentes asked about the growth. He asked for clarification if it's the load growth or population. Mr. Scharff responded load growth, but with population growth it affects the load growth. One of the things that could significantly affect the growth is if the Spaceport America takes off, it is not incorporated in this study. Its population, as well as, industry.

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Mayor Whitehead opened it up to the public.

Mr. Mike Kertesz asked if there was any special reason they chose Williamsburg instead of a more central location. Mr. Scharff responded in the Williamsburg area, there are three feeders come together. They are spacially diverse and away from the existing substation. There are sights potentially located near the transmission line. The way the lines are constructed, the Williamsburg site looks like it might be advantageous.

Mr. Kertesz asked about impact of taking power and feeding it back into the system with our solar array. Mr. Scharff responded the solar array when they are operating, are supplying a valuable resource. However, even at the minimum loads during spring months, they are not pumping energy back into the transmission grids. They are entirely serving local loads on that feeder. The impacts have been studied by others and are negligible, they haven't been found to have serious impacts on their studies.

Klaus Whittern had one question, the title was asset management plan and he didn't see that through the whole document. He is concerned the study is incomplete.

Ron Fenn stated part of the charge was and he did not see anything about the defective equipment report. He knows from his own survey of the electrical system in his quadrant there are hundreds of transformers in need of service, repair, or replacement. Including poles, etc. He asked where that data is, because the GIS report he looked at showed conditions as one of the things tagged but there are no reports. He asked, "where is the defective equipment report?" Mr. Scharff said for one, there was report provided to Electric Department Director Easley for lines and equipment maintenance on lines. There was another one provided for substation maintenance and substation conditions. That was outside of this particular studies report which was on performance of the system, current and existing needs based on performance and reliability. He asked when Mr. Fenn said there are hundreds of transformers in need out there, what was that based on. Mr. Fenn responded it was based on visual examination. Mr. Scharff has been doing this a long time and he's not sure unless it's leaking how you can visually examine and know if a transformer needs maintenance. Mr. Fenn has looked at two companies that do rebuilding or maintenance of transformers. The transformers we have in our area for the most part are in worst looking physical condition and it's not sun alone that blackens transformers. These are indicative of internal insulation problems that are overheating and deteriorating. The fact there is no inventory in the city of when any transformer was put into service, leads me to believe there is a problem there. When were they built, when were they installed, what is there expected life.

Mayor Whitehead asked if this was his question only in his survey of this or is this an overall involvement of the project. Mr. Fenn responded this has a great deal to do with the project. Mayor Whitehead added we are not here to debate this we are just asking specific questions.

With no further questions, she is sure City Manager Juan Fuentes will be getting in touch with them and moving forward.

She thanked them for the presentation and the workshop was closed at 5:51 p.m.

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CITY COMMISSION MEETING MINUTES
CITY OF TRUTH OR CONSEQUENCES, NEW MEXICO
TUESDAY, JANUARY 26, 2016

The Mayor and the City Commission of the City of Truth or Consequences in the County of Sierra, and State of New Mexico met in Regular Session in full conformity with the law and ordinances of said Commission in the Commission Chambers of said City on January 26, 2016 with the meeting starting at 6:00 P.M.

A. CALL TO ORDER

Mayor Whitehead called the meeting to order at 5:00 p.m.

B. INTRODUCTION

1. ROLL CALL

Upon calling the roll, the following Commissioners were reported present.

Hon. Sandra Whitehead, Mayor
Hon. Steve Green, Mayor Pro-Tem
Hon. Jeff Richter, Commissioner
Hon. Kathy Clark, Commissioner
Hon. Russ Peterson, Commissioner

Others Present: Juan Fuentes, City Manager
Jay Rubin, City Attorney
Renee Cantin, City Clerk-Treasurer

There being a quorum present, the Commission proceeded with the business at hand.

2. SILENT MEDITATION

Mayor Sandra Whitehead called for fifteen seconds of Silent Meditation and a Couple of weeks ago we lost a member of our Public Utility Advisory Board at the beginning of the month and she asked us to keep his family in our thoughts and prayers.

3. PLEDGE OF ALLEGIANCE

Mayor Sandra Whitehead called for Commissioner Peterson to lead the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Mayor Whitehead moved to move Item G.3 the Award for the contract for the Request for Proposal 15-16-002 for Legal Services to Executive Session before we make any final award of such. Commissioner Clark asked that we make that item 2 in the Executive Session. Mayor Pro-Tem Green seconded that motion as presented. Motion carried unanimously. City Attorney Rubin notified the Commission due to a conflict of interest he will not be in Executive Session with them.

C. COMMENTS FROM THE PUBLIC (3 Minute Rule Applies)

Mayor Sandra Whitehead called for Public Comment, noting those wishing to comment would get three minutes, may only approach the podium once, and any material for the Commission was to be left in the black box by the podium.

Robert Gunderson lives on Riverside Dr. There are 23 Mobile Homes in that park. They have a problem of being billed for poly carts and they don't have poly carts. They have five dumpsters located in the park. Every month they have been billed for the poly cart. The residential dumpster is \$49.03 per month and they have five of them. The billing should be somewhere between \$12-\$13 per month, not \$23.41 per month. He asked them to direct the appropriate people to clear up the billing. It's almost double what it should be.

Ariel Dougherty

- 1) The first is G.3. which has not been put under Executive Session, the Legal Services Contract. She urged it be rejected as the subject matter experts were not included in the selection process. Second, as the contract itself supplied in the packet does not outline Scope of Work, and you Commissioners have been supplied this proposal submitted by the candidate and it was not made available to the public as per Open Meetings Act. She urged them to table this item completely. Third because subject matter experts were not adhered to in the selection process. And on their vote, she urged them to state, "Failure of the City Manager to comply with the Commissioners prior request for subject matter experts." Further this failure should be a consideration in any possible future contracts with this Manager.
- 2) The Election process of the city, has four separate slots where we can each vote for four candidates, and she believes this is 1) unfair, and 2) unconstitutional. She objects to the City's Election Procedures for Commissioners.
- 3) Data finally came in for the New Mexico Spaceport Authority. A whopping 775 visitors from June through October went through our local visitor's center to the Spaceport. These figures are a day late and a dollar short, and pathetic. Sorry folks we were all promised the moon on this one. By her calculation, Commissioner Green projected 20,000 visitors. This should have brought us 8,333 visitors during the same period. Please lets never rely on his projections for anything.
- 4) Gross Receipts Tax declined by \$175,000 and the city passed higher budgets. The dip in GRT's was \$55,000 less in December alone. You all have promised in taking over the Lee Belle Johnson Center that we would have \$269,000 more in GRT while we clearly aren't getting that. The decline in GRT's is a bit more than combined salaries of the City Manager and the Community Development Director. She hopes they will take some consideration in this.

Ron Fenn, cordially invited Mayor Pro-Tem Green to a one on one public on February 17th, 2016 at 6:00 p.m. in this Commission Chamber. Items of vital issues for the consideration of the voting public will be brought to the table. Should you, once again, decline this invitation, the debate in abstentia will proceed utilizing your record and public statements. He looks forward to this meeting on an equal footing with time limits applying to both parties as opposed to public comment.

Mike Kertesz feels it's totally inappropriate to be talking politics during a Commission meeting. Mayor Whitehead said at this time its public comment so we will move forward.

Audon Trujillo sent some comments to the Commission thoughts on the legal services contract. It's almost a task order contract but it's not quite there. A professional task order contract is what you need. Its three pages, he hopes the Commission will consider it tonight. The Subject Matter Experts were excluded in the selection committee. He's pretty sure both Steve Green and Kathy Clark asked the City Manager to include subject matter experts when they are hiring. He's controlling you in being able to go to the lawyer he has to give you approval now. He should just say thank you I've got it and go to work on it. The contract has him telling you who the lawyer is. Someone didn't negotiate in the scope of work. You've got to protect yourselves and rewrite the scope of work so it serves you all. He noticed in the utility report there is a lack of maintenance and checks on equipment. Where does the buck stop on that. You all control one person and one person only.

D. RESPONSE TO PUBLIC COMMENTS

None.

E. CONSENT CALENDAR

- 1. Public Utility Advisory Board Minutes, December 21, 2015**
- 2. Golf Course Advisory Board Minutes, December 11, 2015**
- 3. Subrecipient Grant Second Quarter Report**

Mayor Pro-Tem Green moved to approve items No. 1, 2, & 3 of the Consent Calendar. **Commissioner Clark** seconded the motion. Motion carried unanimously.

F. UNFINISHED BUSINESS

- 1. Discussion/Action: Approve the appointment of Public Utility Advisory Board recommendation of Ron Pacourek and Grant Montgomery for the two vacancies. George Szigeti, Chairman**

George Szigeti addressed the Commission about the two vacancies. That leaves them at a bare minimum of three members. Grant Montgomery and Ron Pacourek have submitted application. The board voted to send their names forward to you. This was before the issue of the Impact Board came up during our last meeting. They are both here if you have any questions for them.

Commissioner Clark has one question for Mr. Szigeti. As it comes up later in the agenda, she had something that said 40% of the Public Utility Board would need to have either Electrical, Financial, or General Contracting backgrounds, She reviewed the qualifications and read Mr. Montgomery and Mr. Pacourek does, is that something that is going to fit into your criteria or will we have to modify that at the next item.

Mr. Szigeti said the way the ordinance reads it recommends we have one with Electrical, Financial, or Contractor experience, if available. If we don't have one that's available we can allow any person we feel is qualified on the board.

Mayor Pro-Tem Green has a question of Mr. Fuentes. He can see where Mr. Montgomery can fill one of those requirements and he can also see where Mr. Pacourek meets those requirements. He thinks these are two candidate who can fill the requirements of the positions.

City Manager Fuentes agreed that is correct and added in the proposed ordinance, we kept the same language which was referred to by Mr. Szigeti.

Mayor Pro-Tem Green thanked them for being willing to serve.

Mayor Pro-Tem Green moved to accept the applications and to approve the recommendations of Ron Pecourak and Grant Montgomery. Commissioner Clark seconded the motion. Motion carried unanimously.

G. NEW BUSINESS

1. Discussion/Action: Professional Services Agreement Extension between the City and Griffin & Associates. Juan Fuentes, City Manager

City Manager Juan Fuentes said this is an annual renewal and we have used the contract. Ms. Griffin apologized she could not be at the meeting. She reminded them the contract is February 1st through January 31st. So we are looking at renewing for the next year. She went on to list the things they have accomplished. They produced a new television spot which ran on Network TV and on NBC and ABC in Albuquerque and El Paso and also on cable TV all over the state. They played a video that was produced. Ms. Griffin thanked Jake from the Riverbend who provided some of the photography by utilizing his firm to produce it. The audio we did is also used on Pandora and the video also ran on Pandora. We produced two new billboards around Socorro heading south and Nine miles north of Las Cruces heading north. They ran print ads in the New Mexico Adventure guide by the New Mexico Tourism Dept. and they print 600,000 which are distribute through the whole state and Colorado and others requesting them. Another publication is the New Mexico Vacation Guide; a Half Page ad in the El Paso visitor's guide; ABQ Journal Summer/Winter Guide; a bi monthly electronic newsletter who have clicked on the website and asked to be added. We've also done news releases every other month.

Kim Skinner said the news ads and print ads look a lot like the billboard. We tried to tie it all together. We did not just the hot springs but we showed the river in the back. Ms. Griffin continued and talked about the New Mexico True funding, in 2015 they got the full grant from the New Mexico Tourism where we got \$40,000 and they have to approve the ads. The next thing we are working on is getting more photography and I'm planning to do a photo shoot in May when it's more green. We will be doing more of people shopping and eating and toasting, etc.

Mayor Pro-Tem Green said he is pleased with the job they are doing and he believes she is the one who wrote the grant we got for the \$40,000 so he thanked her for that.

City Attorney Rubin mentioned there is a run-on sentence in section 4a, related to termination. Ms. Griffin didn't write the contract but she believes it's standard language. City Attorney Rubin read the section. Ms. Griffin said it sounds like an attorney wrote that. City Attorney Rubin recommended a change to the wording. Ms. Griffin agreed she is fine with that.

City Manager Fuentes commended Joannie Griffin and Kim Skinner for their work on this. We have seen an increase in tourism and his recommendation is for approval.

Mayor Pro-Tem Green moved to approve Professional Services Agreement Extension between the City and Griffin & Associates as amended. Mayor Whitehead seconded the motion. Motion carried unanimously.

Kim Skinner presented some information from the NM Tourism Department for Sierra County for 2010-2014.

2. Discussion: Request to consider including R. Lee Tafoya in the name of the Armory Building. Ivan Padilla, Requestor

Mr. Padilla read the letter he gave to the Commission written by Barry Stout. Raphael Lee Tafoya passed away recently. They are asking for the old Armory Building to be named after him. He was a lifelong resident of Sierra County. He was an exceptional person who as the First Sergeant of the local National Guard unit, recruited and mentored hundreds of young soldiers over his long career. He was a man of deep faith who always provided a positive outlook and constructive guidance. He was a volunteer fireman and was always ready to help his neighbors or anyone in need. There could be no one more deserving of having the former Armory named after him than Lee Tafoya. His decades of service to Sierra County and Truth or consequences would be appropriately acknowledged with a lasting memorial. He asked to be on the next agenda

Mayor Pro-Tem Green thanked Mr. Padilla and Mr. Stout. This is a way that service to a community can be honored forever. It's important when the opportunity arises we honor our own history and this is one way we can honor him.

Commissioner Clark had a similar comment and added irrespective of what the building is used for if it's repurposed, she would like to see the name go with the building.

Commissioner Peterson served while Ivan was aboard several years. He can't think of another person this building should be named for.

Mayor Whitehead feels this would be honorable for Lee Tafoya. He's been very valuable to the community all of his life, as well as, to the Armory and National Guard. She requested this to be added to the next agenda as a discussion/action item.

3. Discussion/Action: Contract Award Request for Proposal #15-16-002 for Legal Services. Pat Wood, CPO

Item was moved to be discussed after Executive Session.

4. Discussion/Action: Contract Award Request for Proposal # 15-16-004 Golf Course Award. Pat Wood, CPO

Central Purchasing Officer Pat Wood notified the Commission the RFP closed on December 28, 2016 at 2:00 p.m. We received one proposal from Mr. Terry Taylor and the recommendation is to award the contract to Mr. Taylor.

City Attorney Rubin said the contract is the same one we have used in the past.

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Commissioner Richter sees that the lump sum is \$120,000 with some performance initiatives. He asked them to contrast that with the previous contractor we had with Tucker. He thinks that contract lump sum was smaller but with sales.

Central Purchasing Officer Wood said the previous contractor was taking home \$5,000 a month and all of the green fees, cart fees, membership and the majority of liquor and license sales.

Finance Director Montgomery said there were no reports from Mr. Tucker to the city. So there was no way to quantify that. We do have some figures for what is being brought in now so we can kind of estimate. The last Gross Receipts he brought in was around \$6,000. It was based on the last several months it's averaged about \$5,000/month.

Commissioner Richter asked if someone has gone over the problems in the past. Such as the pumps so there is a definite understanding that the city will maintain those pumps and meet our obligation.

Mr. Taylor said we have had no problems working with the city on all of the issues.

City Manager Juan Fuentes said under Exhibit 1 it specifies the duties and responsibilities of the contractor and the city. The equipment, we just bought a new mower, those will be part of the city. One of the things we've included here is a Point of Sale system to have better tracking for the future.

Commissioner Clark said we have approved the budget for the golf course for \$70,000 with the \$5,000/month and now we are going up to \$120,000. She asked if we have been paying for the other employee at the Golf Course. Mr. Taylor notified the Commission he has been paying for that other employee. Commissioner Clark stated we have an extra \$50,000 we are adding to the budget.

City Manager Fuentes said that would be included in the quarterly budget adjustment. And to keep in mind we will be collecting all of the fees which will be coming to the Golf Course Fund. Before they were not coming to the Golf Course Fund. We will have some funds coming in to increase the expense line item. Going into next fiscal year, we will need to make sure the full \$120,000 is budgeted. We will end up with six months of collection fees to see where we are.

Commissioner Clark said well we definitely need a golf course, so she's not going to kill this contract. She asked Finance Director Montgomery about her guess on the estimate.

Finance Director Montgomery said based on the information they have received over the last six months, they can make an estimate that minimally it will be about \$5,000. You will have low months and high months but it averages out. That's based on the items they have right now. There will be additional money coming in when the food and beverage is in place.

Commissioner Clark said so that \$5,000 per month will basically offset the cost. Finance Director Montgomery responded that's correct.

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Commissioner Clark had some questions on supervision. As she reads it, it says the contractor shall take direction from the City Manager and the City Commission has created a Golf Advisory Board, then it goes on to talk about the city. She asked if we need to take that section in paragraph six under supervision. We need to make it clear whether the city is City Manager or City Commission and make it clear.

City Manager Juan Fuentes said if you look at the first paragraph, the City of T or C, meaning the City Commission or the City Manager.

Mr. Taylor said he doesn't think there is any confusion as to the operation of Golf Advisory Board. His direction comes from the City Manager and he understands it will continue that way. They have a good working relationship with the Golf Advisory Board and he doesn't see any problem with any of those, as far as, where the direction would come from.

Commissioner Clark said she can appreciate that, she just doesn't like the way Number 6 reads. City Attorney Rubin will look at it.

Mr. Taylor said at the same time, they would bring anything they need to, to the Commission when needed.

City Manager Fuentes feels this contract should be with the city. It's not a contract between the Manager. Commissioner Clark said so the city is with the City Commission. City Manager Juan Fuentes said then the Manager's Office provided guidance and direction to the contractor.

City Attorney Rubin said it may be it was written that way according to the policies and bylaws of the Golf Course.

Commissioner Clark said in section 7, it says they will hold the city free from claims. She thought it would be to hold the city "harmless". Her other problem with this contract is there are so many restrictions. She has been through court in California on Independent Contractor Status with the Internal Revenue Service and she's not sure this would qualify for an Independent Contractor qualification because we have restrictions on what he can charge and what he has to do. They have to have the right to control services on the form. That is the concern she has.

City Manager Fuentes said several years ago we did have an audit from an IRS Agent, and this was the same contract in place with Mr. Tucker and we made some modifications. They did look at the contract and he was determined to be an independent contractor.

Commissioner Clark said the other comment she has is on page 8, general aggregate should be 2 million not 1 million. Most insurances are saying medical should be more than \$5,000. She wants to make sure we are covered on that. If they don't have a high enough aggregate, it comes straight to the city. Then the only other problem is on Exhibit 3, it shows the wrong tax rate. She would like to see us do the pricing on that.

Finance Director Montgomery said they pointed that out it was placed by resolution. In the future her recommendation would be not to put the GRT amount in there. You shouldn't have to come back to the Commission every time the tax rate changes.

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Commissioner Clark asked to have that on the next agenda. City Manager Juan Fuentes said that was the plan to bring that Resolution back for approval to be adopted.

Commissioner Clark said if we do find out the insurance needs to be changed, can we make that change to the contract also.

City Manager Fuentes recommended if the Commission would feel more comfortable to postpone it to the next meeting and make those changes and bring it back. Or the Commission can approve it and allow staff to work with Mr. Taylor's agreement and make the changes needed.

Commissioner Clark would be ok with approving it and doing an addendum.

Finance Director Montgomery asked if this was what was in the RFP and what was bid, there might be a possibility in the change of the price if the insurance changes. The second question is, these insurance policies are on him, so does the Tort Claims Act that affects the city play into this. If it does it's a moot point.

City Attorney Rubin would prefer we bring this back.

Commissioner Clark asked if we could make a temporary extension. City Manager Juan Fuentes confirmed they cannot do that because it's not on the agenda.

Mr. Taylor addressed the insurance. He doesn't mind looking at the different rates. There's a difference when you're seeking insurance.

City Attorney Rubin said going into the contract that we have to get this done with the understanding of these other issues and we can come up with an amendment at a later date if we need to.

Mr. Taylor said he doesn't mind doing that and looking at those things. We bid the contract on the limits that were there. He would hate for someone to call the contract null and void because some changes were made. He doesn't believe there is a lot of difference on the position of the city.

Mayor Pro-Tem Green said page 1 under time of performance. It says service of the contract shall commence on January 27th, 2016. If you turn to page 9, #1 Contract fees says March 2015. If it expires tonight and we are agreeing to pay an annual salary, where is the February salary for Mr. Taylor.

City Attorney Rubin said if a month goes by you have to be paid for the previous month. Finance Director Montgomery added you are paid the month following the services.

Mayor Pro-Tem Green then referred to page 6, number 15. It talks about organize, advertise, and operate Golf Tournaments which is something we need to bring more people. Page 18 talks about marketing. Is that coming out of Mr. Taylor's \$120,000

Finance Director Montgomery said that would be part of his contract but he would be able to apply for Lodger's Tax as an Entity to recoup some of those payments for marketing.

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Commissioner Peterson said at one point in time there was a problem with our liquor license. City Manager Fuentes responded it is being resolved. The license is on hold and the contractor will have the lease agreement. And Terry will be contacting the state to move forward with it.

City Manager Fuentes said the recommendation is to approve the contract with the stipulation we might need to come back with an amendment if agreed upon by Mr. Taylor.

Commissioner Clark asked if we come back with a Resolution to change the Tax Rate if it will affect the RFP or render it null and void. Finance Director Montgomery said we are not changing the prices just the tax rate. It won't affect the fees.

Mr. Taylor said you might consider looking at how long it's been since there were a review of the rates. It might be better to add, the current rates passed by the Commission.

City Manager Fuentes referred them to page 8 where the course fees and exhibit fees. He clarified the fees are set by the City Commission.

Finance Director Montgomery said perhaps that paragraph should stay with the first sentence. And leave the rest out and you won't need an Exhibit attached too so we don't have to wait for the resolution. The rest of the sentence can be struck through and we don't have to wait for the commission to change the tax rate. It would just say fees must be approved by the city.

Mayor Pro-Tem Green moved to approve the award RFP 15-16-004 for the Golf Services Contract to Terry Taylor with the exception on page 8, Under Course Fees #1, we will delete everything after the first period of the first sentence. Mayor Whitehead seconded the motion. Motion carried unanimously.

5. Discussion/Action: Amendment to the Fiscal Agreement for Professional Services with South Central Council of Governments (SCCOG) for Project #13-1783 Animal Shelter. Juan Fuentes, City Manager

City Manager Fuentes gave an overview of the state appropriation of \$100,000 for the Animal Shelter and we entered into the agreement with the South Central Council of Governments to be our Fiscal Agent for one year. Those funds will be used within the next two years. The SCCOG have requested we extend this agreement with them to the term of the Grant agreement so this is just a renewal with the term being up to the end of the grant. Once we expend all of the grant funds the grant will be closed and this fiscal agreement will be terminated.

Commissioner Clark asked if we already have this agreement in place. City Manager Juan Fuentes confirmed it is already in place. Commissioner Clark mentioned we did get it waived on a couple of other things we've done in the past. City Manager Juan Fuentes stated those were for other projects, not this project.

Mayor Pro-Tem Green said his concern is he has a problem with giving them a service fee since we are members of the organization and these are the services they should be performing for us.

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Mayor Whitehead has the same questions about the fee schedule and also noted on the signature page it has her listed as Mayor Pro-Tem and that needs to be corrected.

Commissioner Peterson asked if it states we will have to pay additional fees to obtain their services. City Manager Fuentes said it's not unusual for the COG's to have additional fees attached to them. In the past, we've had other agreements with a Grant Administrative fees attached to it. Or the Commission can reject it and ask staff to go back to the SCCOG with a possible amendment to the agreement.

Commissioner Peterson asked if we have any rationale as to why it's necessary on this project to have such a fee attached.

City Manager Fuentes responded part of the reason for this agreement is the Executive Order by the Governor quite a few years back. SCCOG does generate revenue fees and we have asked them to waive it in the past. But this particular agreement had a \$3,000 fee already in place that's why it's coming back in the same form.

Mayor Pro-Tem Green moved to authorize staff to contact the Director and see if they would be willing to waive the fees as they have been gracious enough to do in the past and bring it back to the next meeting. Commissioner Peterson seconded the motion. Motion carried unanimously.

6. Discussion/Action: For Publication amending the Ordinance related to the Public Utility Advisory Board. Juan Fuentes, City Manager

City Manager Fuentes said the proposed ordinance is intended to reconcile the makeup of the Public Utility Advisory Board and the Impact Fee Board that was created back in 2007. If you look back at the proposed ordinance, we struck some language we wanted to take out added language that would reconcile those two boards. The Impact Fee Board is set by state statute, when the city adopted that ordinance in 2007 it was almost mirrored to state statute but there were some sections that were left out. One of those sections was the makeup of the board. What this will do is add the specific members that we would like to see with certain backgrounds. For example in section C, we struck out the first section that says the city commission will appoint and start with no less than 40% of the membership of the advisory committee must be representative of the Real Estate or Building Industries. The remaining membership in the language is what we currently have in place. 40% of the members is at least two members. The rest of the language remains the same. You can see in the last sentence it states, if such qualified persons are not available the Commission shall appoint other persons to serve. This is the catch-all that will give us the opportunity to appoint anyone with the interest, background, or experience that might not necessarily fit those categories but will be a good member on that board. This ordinance has been reviewed by our Legal Counsel in Santa Fe, John Appel and it meets the requirements we are looking for.

Mayor Pro-Tem Green asked with the appointment of Mr. Montgomery and Mr. Pacourek are we living up to this new agreement. City Manager Juan Fuentes responded yes

Commissioner Richter commented on the word must in the ordinance. So we have to have two people for sure with the qualifications, so the remaining three can be anyone we choose

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if that's what it comes down to. City Manager Juan Fuentes confirmed that was the intent. Commissioner Richter clarified we are changing the makeup of the Utility Advisory Board to match the requirements of the Impact Fees Board. City Manager Juan Fuentes confirmed that is correct. Commissioner Richter continued on the obligatory members what if we don't have sustaining membership and we only have one that meets these requirement, is this board defunct and can it make decisions?

City Attorney Rubin took that last sentence if they weren't able to find another qualified person, the Commission can choose another common person to serve.

Commissioner Clark asked if we should change shall to should? Then should becomes a recommendation instead of a mandate. City Manager Juan Fuentes agreed that would help.

More discussion was held as to whether to change the wording to "should".

City Manager Fuentes said in the actual adoption of the impact fee board it did refer to the Public Utility Advisory Board but the makeup is a little different.

Mayor Whitehead asked if it needs to be approved tonight or can it be taken back to staff to revise. City Manager Fuentes said this is only for publication, we can send it back and revise it.

Mayor Whitehead moved to postpone this item for clarification and brought to the next meeting.

Commissioner Peterson added his comments and it gets out of hand when you have to have a certain certification. You're stuck without having to put someone less than admiral on that board.

Mayor Pro-Tem Green seconded the motion. Commissioner Clark asked the impact board requirements to be included with the item. **Motion carried unanimously.**

7. Discussion/Action: Request for Approval to prepare an Ordinance to revise Section 2-373 of the Code of Ordinances related to the Municipal Judge; qualifications; and salary. Beatrice Sanders, Municipal Judge.

Judge Sanders is here to request the commission to review the municipal ordinance for the Municipal Judge. The law says the Commission will decide the salary for the Municipal Judge. She explained the current ordinance which is set for someone with no prior experience to be paid \$20,000; for one to five years experience, is \$30,000; then anything over five years it caps you off at \$42,000. She stated this can only be requested by her at this time and it has to be done prior to the next term. She believes there were people with the qualifications and experience that wanted to oppose her and after they realized this is what the salary was going to be, they decided not to.

She is requesting the Commission to come up with an ordinance that is more considerate to someone like her or someone who might come in after her. She has 26 years in the court and 16 years as a Judge, she started by serving as an Alternate Judge for seven years

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which was included in her Administrator duties for no extra money. She had nine years when Judge Hawkins retired and she filled out his term, then she was elected for this four years she is about to finish out. We are looking at experience for a Municipal Judge, she would like them to consider her request for her salary to be increased for this upcoming term.

Commissioner Peterson said years ago, there may have been people aboard who wanted to prevent competition in a race for Judge. And so people would be discouraged to apply. It's a voted in position just like all of us. The Commission just has one set amount whether they were new or served 30 years. He feels the salary should be the same no matter how many years they have served with one set amount.

Commissioner Clark stated making \$500 is bad too. This hasn't allowed anyone to have an increase in years. She said the average Magistrate Judge in the state of New Mexico makes between \$151,000 to \$172,000 a year. She also has a problem when we put numbers and years it binds us. We may want to raise you up when the next budget season comes.

Judge Sanders wanted to clarify the law says the increase she gets would become effective the day she takes office on her next term. July 1 would be several months into her term.

Commissioner Clark asked if we would have to come back in and make an adjustment. We would need to start thinking where we would find this money and what that raise would be correct? It was confirmed. She continued so we would need to have some discussion before we put it out there.

City Manager Fuentes thinks the action tonight needs to be what that amount will be to publish an ordinance. We have 15 days to publish an ordinance and get it published to bring back at the February 23rd meeting for adoption. In order to prepare an ordinance we need to know what that amount will be. If the Commissioner's want to go ahead and discuss that now with the Judge, we can draft an ordinance and bring it back for consideration.

Mayor Pro-Tem Green asked if this is standard to negotiate in an open meeting so we can move this ordinance along.

Mayor Whitehead asked if we can send this back to staff to discuss and put it on the next agenda and get it out for publication and call a special meeting. City Attorney Rubin stated the next meeting is February 9th.

Commissioner Clark wondered why there has to be a number in this ordinance at all.

Judge Sanders said it doesn't say there has to be a number in the state law. It just says it has to be decided by the Commission. She is wondering why could not be worded in a manner that refers to experience and qualifications and education in law. That would be a decision the Commission would make and have them submit a proposal of what they are wanting their salary to be.

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City Attorney Rubin said you still have to have some guidelines if you take into account the experience but it doesn't tell you what the numbers will be.

Judge Sanders added there has been so much more done than they have in the past. And she's not bragging, but she's not validating former judges. But she's saying it's a different place and the salary no longer accommodates for that.

City Attorney Rubin asked the Judge, knowing the time restraints how what does she recommend. Judge Sanders said she cannot advise them on that it's up to the Commission.

City Manager Fuentes suggested the Mayor and Mayor Pro-Tem sit down with the Judge to come up with an amount that would be agreeable.

Commissioner Clark asked if there is an amount that caps all of the Commission.

City Manager Juan Fuentes said typically you do see an ordinance for the Commissioner's. It's not uncommon for communities to pass an ordinance for the salary of Elected Officials.

Judge Sanders would like to think when someone comes in when she is no longer serving that they open the door for more qualified people. When she came on board in 1990 a DUI costed \$10. Don't you want the court to move forward instead of relying on my staff to guide them?

Mayor Whitehead thinks at this time, she will go with the recommendation of Manager Fuentes. We need to start looking and start somewhere to decide where to go. It may not be the biggest number you're looking at but you have to remember we are in the City of Truth or Consequences and you are a Municipal Judge and I know you work just as hard as any other Judge. She asked if the Mayor, Mayor Pro-Tem, City Manager, and the Finance Director with the Judge can meet to put something together to get approved. We can get it published and put it on a meeting at the end of the month prior to the March 1st Election.

City Attorney Rubin added he is not sure the calendar is going to work in our favor. If we are saying by the next meeting and we have to do a 15 day publication and five days after the adoption is the effective date.

Mayor Whitehead asked if we could then call for a Special Meeting at the first of the month.

City Attorney Rubin said maybe the Commission could authorize tonight for a member of the Commission and the City Manager to negotiate with the Judge, start the publication, then you could bring it for the final adoption at the last meeting in February. We usually bring the publication to you, but it's not mandatory to do it that way.

Judge Sanders added the law says she has to come before the city and request this before her next term. She asked if that would give them some leeway.

City Attorney Rubin said the idea would be to allow the negotiation between you and whoever is selected to attend.

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Mayor Pro-Tem Green said as we advertise for City Manager and other key positions, we set boundaries of a salary and that salary is usually negotiated. Is it because Judge Sanders is an Elected Official? Why can't we just have parameters for a contract for the salary and negotiate it. Mayor Whitehead responded it's not an employee, it's an elected official and you can't give yourself a raise.

Commissioner Clark asked if you can put a range in the ordinance. City Attorney Rubin responded he thinks you can. But if they are going to do it with select persons they can talk about it in negotiations.

Commissioner Peterson said we shouldn't really be worried about getting it done by a certain time. If this was done correctly, it would have been brought to us before this period of time. If it can't be written and there is no time to vote on it, let's not do haste and waste. If it doesn't get approved, it doesn't get approved. We've got to have something to agree on. We shouldn't have special meetings to get it done because there's not enough time when it's not our fault. If it was brought to us sooner, we would have had time to act on it.

Judge Sanders explained why she is here today with such a short amount of time. The law says she cannot approach the Commission with any increase or revision of her salary until right before serving her term. The fact is she thought there may be a Write-In or somebody else would get on the ballot. She had to wait for all of those things to happen before she would come to the next Commission meeting to make the request.

City Attorney Rubin added it really isn't a negotiation and he should not have used the term negotiation.

Judge Sanders said she had to make the request before her next term.

Mayor Whitehead asked City Attorney Rubin if she and Mayor Pro-Tem Green are appointed to come up with a reasonable salary for the Judge, do we have to bring that back for approval for publication?

City Attorney Rubin reiterated, that is usually the way we do it, but the publication is required. It's not required to get approval from the Commission for the publication.

Mayor Whitehead would go back and request someone from this Commission be appointed to sit with the Judge and go over salary guidelines and qualifications to come up with a good number.

Mayor Pro-Tem Green asked knowing this was on the agenda, has anyone gone out to see what the rates are for a municipal judge with this type of experience. So whoever is appointed to review it has something to work with.

Commissioner Clark moved to approve appointing the Mayor and Mayor Pro-Tem Green, City Manager Fuentes, and Finance Director Montgomery to come up with some numbers for a salary increase. Mayor Whitehead seconded the motion. Mayor Pro-Tem Green wanted to add authorizing staff to look into salaries for the Municipal Judge. Motion carried unanimously.

H. REPORTS

1. City Manager

None.

2. City Attorney

He will not be going into Executive Session due to conflict of interest and he further stated he will not go into Executive Session at all.

3. City Commission

None.

I. EXECUTIVE SESSION

1. Limited Personnel Matters (Police Department) *Pursuant to 10-15-1(H)(2)*
2. (Item G. 3) for the purpose of discussing the contents of a Competitive Sealed Proposal that was solicited pursuant to the procurement code and discussing a proposed contract with the offerer of the proposal.

Mayor Pro-Tem Green moved to approve going into Executive Session at 8:00 p.m. to discuss Limited Personnel Matters (Police Department) *Pursuant to 10-15-1(H)(2)* and for Item G. 3) for the purpose of discussing the contents of a Competitive Sealed Proposal that was solicited pursuant to the procurement code and discussing a proposed contract with the offeror of the proposal. Commissioner Clark seconded the motion. Roll call vote was taken by the Clerk. Motion carried unanimously.

Mayor Whitehead stated that the Commission was now in Open Session at 9:06 p.m.

Mayor Pro-Tem Green stated that only matters pertaining to Limited Personnel Matters (Police Department), *Pursuant to 10-15-1(H)(2)* and Discussion/Action: Contract Award Request for Proposal #15-16-002 for Legal Services. Discussion incurred but no vote was taken.

Action if any.

G.3 Discussion/Action: Contract Award Request for Proposal #15-16-002 for Legal Services. Pat Wood, CPO

Central Purchasing Officer Pat Wood presented the item. She said proposals were received until November 3rd, 2016 at 2:00 p.m.. We received three proposals, they were evaluated by Bill Slettom, Assistant City Manager, Lori Montgomery, Finance Director, and Traci Burnette, Water/WW Admin. Assistant. Based on the evaluations, the recommendation is being made to award the contract to Holt, Mynatt, Martinez. It was for the Legal Services RFP 015-16-002.

Commissioner Peterson asked if it was computed within the process of having them sit hear during our meeting. He asked if all the factors are the same in looking at what Jay provided and what they will provide.

Ms. Wood responded there is a fee schedule attached in their contract.

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Commissioner Peterson said he saw all of the fees for travel and all of this stuff, but Jay's travel was relatively short, so he's asking if we are comparing apples to apples or is their \$75 for travel included in the evaluation.

Central Purchasing Officer Wood said the evaluations were based on the proposals. She added we had three proposals, one from Cruces, one from Albuquerque, and one from T or C.

City Manager Fuentes doesn't believe the request had any guidelines to compare the travel situation. It was just a call for professional services proposals and your firms' qualifications, personnel and so forth. We do not specifically try to compare what Firm A would be compared to Firm B and their rating schedule and point schedule on those.

Commissioner Peterson said so basically every month to have them be present it would be in the neighborhood of what. Mayor Pro-Tem Green added \$400-\$500 in travel.

Brad Springer addressed this issue. He is with the firm Holt Mynatt Martinez. He introduced Blaine Mynatt and Casey Finch who are partners with the firm as well. He said you're right for us to be here we would have to drive here. We agreed it would be half rater at \$75 per hour to drive here. The contract we have and we've done with other governments is we serve at the pleasure of the City Manager who is delegated to make that decision. We can be here telephonically, we can review the agenda and see if there isn't anything too controversial and we haven't been requested to be there. Or we can respond to them in writing. Having been at other meetings it's always good to have your Lawyer present. In the big scheme of things he believes they will find there are ways to curb that cost if needed. But that would be the decision of the Mayor or City Manager.

Commissioner Peterson responded why have use of you to sit here for eight hours, rather than sitting out in the freezing cold.

Mr. Springer said there is the option for both, right? He stated they could be here at every meeting and with other clients, that's what they do for every single meeting. Being here tonight he commended the Commission, the meetings are well organized and efficient. He can appreciate that for some of the other work he has done in his career. Lawyers are not going to be cheap, he thinks \$150 for each round trip is an expense that can be avoided through phone conferencing. But on those occasions when we are needed here, we are certainly willing and able and will be here.

City Manager Fuentes asked if they have capability for video conferencing. Mr. Springer said they have broadband but not the particular software, but they could work on that.

Mr. Casey Finch addressed the Commission stating they have discussed it, because they also represent folks in Hidalgo County and Luna County. And the idea for video conferencing has come up, and we are certainly willing to work with you on that. We can provide the equipment if necessary.

City Manager Juan Fuentes said just because this was a light agenda and we don't want you traveling at 12:00 at night.

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Mr. Finch responded they appreciate that. And sometimes we can avoid some things that might be needed by the city attorney if we receive things in advance to prepare something in writing or you can put the items that would require an attorney opinion. We are happy to make ourselves available for the time you are meeting and you can call when we are needed.

Commissioner Clark said the deadline was November 3rd and this is January 23rd. How come it took so long? Central Purchasing Officer Wood responded we had the committee review it and we put in on hold for a while. Commissioner Clark responded that's my answer? City Manager Fuentes added we had the one for the Golf Course at the same time. Central Purchasing Officer Wood added we had three others with the Solid Waste and the Landfill

Mayor Pro-Tem Green thinks it's important that you develop a relationship as you go along. It would be great to have just one of the lawyers assigned to Truth or Consequences so we know who we are talking to. If it would be possible to have just one person to deal with, he would love to have that path. Unless there are specific expertise within your firm, and we need that expertise. He would like to deal with one person all the time. And considering one person withdrew their application, this is a no brainer. Their credentials appear to be impeccable.

Mayor Pro-Tem Green moved to approve Contract Award Request for Proposal #1 5-16-002 for Legal Services to Holt Mynatt Martinez P.C. Commissioner Peterson seconded the motion. Motion carried unanimously.

1. ADJOURNMENT

Commissioner Richter moved to adjourn at 9:20 p.m. Mayor Whitehead seconded the motion. Motion carried unanimously.

Passed and Approved this 23rd day of February, 2016.


Sandra Whitehead, Mayor




Renee L. Cantin, GMC, City Clerk