



AGENDA
CITY COMMISSION MEETING
North Annex, Clovis-Carver Library
5:15 p.m., Thursday, May 6th, 2004

I. **ROLL CALL**

Invocation and Pledge.

II. **APPROVAL OF AGENDA**

III. **APPROVAL OF MINUTES**

A. Regular meeting of April 15^h, 2004. Pages 1-19.

IV. **RECOGNITION OF VISITORS, RECEIPT OF PETITIONS AND COMMUNICATIONS**

Introduction of Ms. Julie Charters, Program Manager for Clovis Downtown Revitalization Program, Ms. Zala Smith.

V. **PROCLAMATIONS, AWARDS AND PRESENTATIONS**

- A. Presentation of Proclamation proclaiming May 7th and 8th, 2004 “Relay for Life Weekend”, Ms. Dorothy Nelson. Page 20.
- B. Presentation of Proclamation proclaiming May 2nd-May 8th, 2004 “Youth Week”, Dr. Keith Barker. Page 21.
- C. Presentation of Proclamation proclaiming May 7th, 2004 at “A Tribute to Teacher’s Day”, Mayor Lansford. Page 22.
- D. Presentation of Proclamation proclaiming May 16th-22nd, 2004 “Public Works Week”, Mr. Harry Wang. Page 23.
- E. Presentation of Proclamation proclaiming May 9th to 15th, 2004 “Police Week”, Police Chief Bill Carey. Page 24.

VI. **CONSENT AGENDA**

This item is placed on the agenda so that the Commission, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any proposed does not meet with the approval of all Commission members, or if a citizen so requests, that item will be heard when reached under the regular agenda.

- A. Motion to place indicated items on the consent agenda by unanimous vote.



AGENDA
CITY COMMISSION MEETING
North Annex, Clovis-Carver Library
5:15 p.m., Thursday, May 6th, 2004 continued

B. Motion to approve or acknowledge all items on the consent agenda.

VII. INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES

- ✦ A. Request for approval of adoption of Ordinance Number 1772-2004 relating to nuisances, weeds and debris, and abandoned vehicles; establishing notice procedures, repealing and amending existing code sections, Mr. David F. Richards. Pages 25-27.
- ✦ B. Request for approval of adoption of Ordinance Number 1773-2004 pertaining to off-street parking requirements in residential zones; site area and density requirements for planned and apartment developments; rear yard setback requirements for detached single family lots; landscaping requirements; and, amending existing sections of the Clovis Zoning Code, Mr. David F. Richards. Pages 28-32.
- ✦ C. Request for approval of adoption of Resolution Number 2193-2004 granting preliminary plat approval of the IHOP Restaurant Subdivision, Mr. Pete Wilt. Pages 33-44.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Request for approval of a public hearing for the application of a restaurant liquor license (beer and wine only) to be located at La Cabana, 2018 Mabry Drive, Mr. David F. Richards. Pages 45-51.
- B. Request for approval of Project Participation Agreement between the City of Clovis, New Mexico and Southwest Cheese, LLC, Mr. Chase Gentry. Pages 52-64.
- C. Request for approval of revised Memorandum of Understanding between the City of Clovis and Southwest Cheese Company, LLC, Mr. Chase Gentry. Pages 65-71.
- D. Request for approval to begin the preliminary engineering work for pipeline and storage lagoon related to the Southwest Cheese Plant Wastewater Discharge, Mr. Harry Wang. Page 72.
- E. Request for approval of election of three representatives to serve on the Civil Aviation Board, Mr. Steve Summers. Pages 73-77.



- F. Request for approval for the City of Clovis to apply for a Metropolitan Redevelopment Area designation. New Mexico Main Street will provide a consultant to work with the Clovis Downtown Revitalization Program free of charge, Mr. Raymond Mondragon. Pages 78-81.

AGENDA
CITY COMMISSION MEETING
North Annex, Clovis-Carver Library
5:15 p.m., Thursday, May 6th, 2004 continued

- ✧ G. Request for approval of a height variance for the construction of an on-premises pole sign for Town and Country Food store located at 2900 Mabry Drive, Mr. Pete Wilt. Pages 82-92.
- ✧ H. Request for approval of re-election of five members to serve on the Economic Development Tax Advisory Board, Mr. Raymond Mondragon. Page 93.
- ✧ I. Request for approval of Public Works budget change of \$2,575 from furniture and equipment to Camera and equipment account, to purchase a screen projector for the public works facility. Page 94.
- ✧ J. Request for approval to go out for bid for a compost machine for the Wastewater Treatment Plant composing operation, Mr. Harry Wang. Page 95.
- ✧ K. Request for approval of Fire Department transfer of \$5,000 from communication equipment to O&R Supplies, machinery and equipment in order to purchase portable radios, Fire Chief Ron Edwards. Page 96.
- ✧ L. Request for approval of Fire Department transfer of \$3,200 from capital outlay for vehicular equipment to operating and construction equipment for emergency service, in order to purchase a new ambulance stretcher for the fire department, Fire Chief Ron Edwards. Page 97.
- ✧ M. Request for approval of Division of Older Adults transfer of \$144.00 from office equipment maintenance, \$117.00 from office furniture and \$1,100 from gasoline to office furniture and equipment in order to purchase a lap top computer for Older Adults, Ms. Debbie Bowman. Page 98.
- ✧ N. Request for approval of Division of Older Adults transfer of \$150.00 from recreational supplies to food to purchase refreshments for the annual Nonagenarian celebration, Ms. Debbie Bowman. Page 99.
- ✧ O. Request for approval for Police Department to place \$1,000 donation into office furniture, to purchase an Ionic Breeze Purifier (\$350.00), replacement batteries for cameras (\$238.00) and the purchase of a Canon Eos rebel 2000 35 mm camera (\$150.00), Police Chief Bill Carey. Page 100.





- P. Request for approval of use of Greene Acres Park for annual Smoke on the Water July 4th event. Request to include closure of Main Street from 21st Street to Purdue from 7:00 a.m. to 9:30 p.m., Sunday, July 4th, 2004, and 21st Street from Mitchell to Main Street from 1:00 p.m. to 9:30 p.m., July 4th, 2004, Mr. Tom Martin. Pages 101-102.

AGENDA
CITY COMMISSION MEETING
North Annex, Clovis-Carver Library
5:15 p.m., Thursday, May 6th, 2004 continued

- ✧ Q. Request for approval of Emergency Management transfer of \$500.00 from donations to advertising to purchase severe weather magnets for Curry County residents, Mr. Ken De Los Santos. Page 103.
- ✧ R. Request for approval of Memorandum of Understanding between NM Department of Health/Curry County Public Health and the City of Clovis concerning the use of City of Clovis facilities during an emergency and especially a bio-terrorist incident, Mr. Ken De Los Santos. Pages 104-106.
- ✧ S. Request for approval to accept a grant extension and corresponding additional funds of \$8,334.00 from the Department of Children, Youth and Families for the continuation of the Juvenile Citation Program, Ms. Sandy Chancey. Page 107.
- ✧ T. Request for approval to acquire bids for the construction of a Vector Control storage and maintenance building, Mr. Pete Wilt. Pages 108-110.
- ✧ U. Request for approval of Building Safety transfer of \$1,820.00 from O&R supplies, city owned buildings to capital outlay operating and construction equipment to purchase a Colt portable hand fogger for Vector Control, Mr. Pete Wilt. Page 111.
- ✧ V. Request for approval of fee negotiation and budget change for basic design of reconstruction of the north T-Hangar pavement; rehabilitation of Taxiway Alpha edge lighting, and construction of special services for the reconstruction of the South T-Hangar and ramp pavement at the Clovis Municipal Airport, Mr. Steve Summers. Pages 112-128.
- ✧ W. Request for approval of closure of Main Street from 4th to 5th streets, and Pile Street from 4th to 5th streets from 8:00 a.m. to 11:30 a.m., Saturday, May 15th, 2004 for "The Brick Road, a Perfect Cultural Friendship". Request to include a parade down Main Street from the School Administration Building at 1000 Main to the 500 block of Main and for the waiver of fees for bleachers and port-a-potties for the event, Ms. Jan Cox. Pages 129-130.





X. Request for approval of disbursement of Lodger's Tax funds, \$22,000 from the remaining 2003-2004 budget and \$89,025.00 from the 2004-2005 budget, Mr. Brian Chambers. Pages 131-132.



Y. Request for approval of the use of the City stage and waiver of fees for the Badlands Motorcycle Rally, July 23rd and 24th, 2004 at 4th and Main, Ms. Liz Eisenbraun. Pages 133-134.



Z. Request for approval of annual Pioneer Days Parade from Hilltop Plaza on Main to 2nd Street, from 10:00 a.m. to 11:30 a.m., Saturday, June 5th, 2004, Ms. Liz Eisenbraun. Pages 135-136.

**AGENDA
CITY COMMISSION MEETING
North Annex, Clovis-Carver Library
5:15 p.m., Thursday, May 6th, 2004 continued**



AA. Request for approval of closure of Main Street from 21st to Purdue from 8:00 p.m. to 10:00 p.m., Saturday, June 5th, 2004 for the Balloon Jubilee Glow at Greene Acres Park. Request for police to direct traffic at 6:00 a.m. June 5th and 6th west of PRMC on north 21st Street, and for Public Works to provide ramp over ditch on west of PRMC on north 21st Street to ease traffic passing onto field, Ms. Liz Eisenbraun. Pages 137-138.



BB. Request for approval of street closures for the Second Annual Clovis-Portales Elks Lodge 1244 Poker Run, from 8:00 a.m. to 6:00 p.m., June 26th, 2004 on Grand Street between Sycamore and Walnut on Grand and Sycamore and Walnut on 2nd Street, Dr. Keith Barker. Pages 139-142.



CC. Request for approval of closure of Myrle Street from 7:00 p.m. to 9:30 p.m., July 10th, 2004 on Myrle Street between 21st and Fairfield, Ms. Gala Brumfield. Pages 143-144.



DD. Request for approval of multi-term contract renewal for "Self Service of Unleaded and Diesel Fuel" (RFP 02-04), Mr. Steve Guastafarro. Page 145.



EE. Request for approval of multi-term contract renewal for "Electrical Construction Services", (RFP 02-06), Mr. Steve Guastafarro. Page 146.



FF. Request for approval of multi-term contract renewal for "Fiscal Audit Services" (RFP 03-05), Mr. Steve Guastafarro. Pages 147-148.



GG. Request for approval of Bid No. 04-14 "Frontload Refuse Truck" with a budget change, Mr. Steve Guastafarro. Page 149.



HH. Request for approval of Bid No. 04-15 "Mini Excavator" with a budget change, Mr. Steve Guastafarro. Pages 150-151.



- II. Request for approval of Bid No. 04-05 "Clovis Municipal Airport Improvements-2003", Mr. Steve Guastafarro. Pages 152-155.

X. **REPORTS OF BOARDS, OFFICERS AND COMMITTEES**

Update regarding Finance automation, Mr. David Boswell.

XI. **FUTURE AGENDA ITEMS**

XII. **ANNOUNCEMENT OF DATE, TIME AND PLACE OF CITY BOARD AND COMMISSION MEETINGS**

**AGENDA
CITY COMMISSION MEETING
North Annex, Clovis-Carver Library
5:15 p.m., Thursday, May 6th, 2004 continued**

- A. Traffic Committee, 1:00 p.m., Tuesday, May 11th, 2004, Clovis Police Department, 320 Connelly.
- B. LEPC Exercise Design and Planning, Tuesday, May 11th, 2004, Clovis Police Department, 320 Connelly.
- C. Nonagenarian Tea, 2:00 p.m., Tuesday, May 11th, 2004, Baxter-Curren Center.
- D. Parks & Recreation Board, 6:00 p.m., Tuesday, May 11th, 2004, 500 Sycamore Street.
- E. Planning & Zoning Commission, 3:00 p.m., Wednesday, May 12th, 2004, Assembly Room, Bert Cabiness City Government Center, 321 Connelly.
- F. Special Commission meeting, 5:15 p.m., Thursday, May 13th, 2004, Clovis-Carver Library North Annex.
- G. Public Safety Committee, 10:00 a.m., Tuesday, May 18th, 2004, Assembly Room, Bert Cabiness City Government Center, 321 Connelly.
- H. LEPC, 1:00 p.m., Wednesday, May 19th, 2004, Assembly Room, Bert Cabiness City Government Center, 321 Connelly.
- I. Clovis City Commission meeting, 5:15 p.m., Thursday, May 20th, 2004, Clovis-Carver Library North Annex.

XIII. **ADJOURNMENT**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.





Items marked with a
Consent Agenda.

indicate items recommended by the City Manager for placement on the