



**AGENDA**  
**CITY COMMISSION MEETING**  
**North Annex, Clovis-Carver Library**  
**5:15 p.m., Thursday, March 24<sup>th</sup>, 2005**

**\*\*\*There will be an executive session of the Clovis City Commission at 4:45 p.m., Thursday, March 24<sup>th</sup>, 2005 at 4:45 p.m. The only topic of discussion will be the purchase, acquisition or disposal of real property or water rights by the public body pursuant to NMSA 10-15-1 (H8).\*\*\***

**I. ROLL CALL**

Invocation and Pledge.

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

A. Regular Meeting of March 3<sup>rd</sup>, 2005. Pages 1-11.

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

**V. PROCLAMATIONS, AWARDS AND PRESENTATIONS**

A. Presentation of proclamation proclaiming April 2005 as "Senior Olympics Month", Mr. Reuben Gonzales. Page 12.

**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.

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



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**VII. INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**

- ✦ A. Request for approval of adoption of Resolution Number 2246-2005, DFA Budget Changes, Mr. Donald E. Clifton. Pages 13-17.
- ✦ B. Request for approval of adoption of Resolution Number 2247-2005, Non DFA Budget Changes, Mr. Donald E. Clifton. Pages 18-20.
- ✦ C. Request for approval of adoption of Resolution Number 2248-2005 to uphold abatement of Dangerous Building (Condemnation) at 1013 Sunrise and authorization for acquiring bids on same, Mr. Louis Gordon. Pages 21-28.
- ✦ D. Request for approval of adoption of Ordinance Number 1811-2005 changing a "RS" Residential Single Family District Zone to an "NC-C" Neighborhood Conservation Carport District. Address of proposed change is 912 Purdue Ave, Mr. Louis Gordon. Pages 29-36.
- ✦ E. Request for approval of adoption of Ordinance Number 1812-2005 changing a "RS" Residential Single Family District Zone to an "MD" Mixed Development District. Address of proposed change is 1615 Gidding Street, Mr. Louis Gordon. Pages 37-43.
- F. Request for approval of introduction of an ordinance extending and increasing the corporate limits of the City of Clovis, Curry County, State of New Mexico, by annexing thereto a certain tract of land contiguous with the present city limits of the City of Clovis, to-wit: Pheasant Run Subdivision, Unit No. One (1), Mr. David F. Richards. Pages 44-46.
- ✦ G. Request for approval of adoption of Resolution Number 2249-2005 granting preliminary Subdivision Plat Approval of Doubletree Ranch Subdivision, Mr. Louis Gordon. Pages 47-62.
- ✦ H. Request for approval of adoption of Resolution Number 2250-2005 granting Preliminary Subdivision Plat Approval of Applebee's Addition, Unit No. 1, Mr. Louis Gordon. Pages 63-79.



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- ✦ I. Request for approval of Resolution Number 2251-2005 granting approval of an application for grant funds from the New Mexico Mortgage Finance Authority Home Program for Home Rehabilitation for Low Income Homeowners, Ms. Sandy Chancey. Pages 80-81.

**VIII. UNFINISHED BUSINESS**

**IX. NEW BUSINESS**

- ✦ A. Request for approval of Agreement between the City of Clovis and San Vincente Estates, LLC, for maintenance of decorative street lighting, Mr. Joe Thomas. Pages 8284.
- B. Request for approval of a Lease Agreement between the City of Clovis, the Clovis/Curry County Chamber of Commerce and the Clovis Industrial Development Corporation, Mr. David F. Richards. Pages 85-98.
- C. Request for approval of use of Worthington Ditch to carry additional stormwater runoff created by expansion at Plains Regional Medical Center, Mr. Joe C. Thomas. Pages 99-102.
- D. Request for approval of reclassification of various positions within the structure of the Fire Department, approving two new incentives and adjusting current incentives, Chief Ray Westerman. Pages 103-106.
- E. Request for approval of airport Use Agreement with Great Lakes Airlines for essential air service at Clovis Municipal Airport, Mr. Steve Summers. Pages 107-123.
- ✦ F. Request for approval of easements within the Southwest Cheese Plant, and authorization for the Mayor to execute the easements, Mr. David F. Richards. Page 124.
- G. Request for approval to charge vendors a flat fee of \$40.00 for printing and mailing of hard copies of Bid and RFP requests, per State Statute 13-1-104 Paragraph B, Mr. David Boswell. Pages 125-126.



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- ✦ H. Request for approval of restructuring the Administration Department to eliminate the position of Assistant City Manager and add the position of Budget & Internal Operations Director, Mr. Joe Thomas. Pages 127-129.
- ✦ I. Request for approval of transfer of \$1,000 from Administration City Hall Buildings Maintenance Buildings, to Administration City Hall O&R Supplies Other, Ms. Claire H. Burroughes. Page 130.
- ✦ J. Request for approval of transfer of \$2,100 from Administration City Hall Buildings & Fixed Assets Additions, to Administration Executive Maintenance Machinery & Equipment to purchase a laptop computer system for Human Resources, Ms. Claire H. Burroughes. Page 131.
- ✦ K. Request for approval of donation of a Moore Duall Detacher/Separator Model #2250 & a Moore Decollator Model #1200 to the office of the Curry County Clerk, Ms. Sheila Walker. Page 132.
- ✦ L. Request for approval of Audit Report for the City of Clovis for the year ended June 30, 2004, Mr. Donald E. Clifton. Pages 133-139.
- ✦ M. Request for approval of an encroachment at 2141 Country Meadows, Mr. Louis Gordon. Pages 140-146.
- ✦ N. Request for approval of an encroachment at 1325 Oakhurst Road, Mr. Louis Gordon. Pages 147-153.
- ✦ O. Request for approval of transfer of \$1,125.00 from (Public Health) Transportation/Education – Per Diem (\$800.00), and (Public Health) Transportation/Education – Registration Fees (\$325.00) into (Public Health) Salaries & Wages – Overtime Wages, Mr. Pete Wilt. Page 154.
- ✦ P. Request for approval of transfer of \$497.27 from (Building Safety) Maintenance, Buildings, Grounds & Improvements to (Public Health) Maintenance Buildings, Grounds & Improvements, Mr. Pete Wilt. Page 155.
- ✦ Q. Request for approval of transfer of \$4,500 from capital outlay landfill to capital outlay landfill (pumps) to purchase a trash pump for efficient stormwater removal from landfill cells, Mr. Harry Wang. Page 156.



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- ✦ R. Request for approval of budget transfer of \$60.00 from recreational supplies to hand tools to purchase tool sets for the two Senior Centers, Ms. Debbie Bowman. Pages 157.
- ✦ S. Request for approval of transfer of \$150.00 from uniforms to safety equipment for the purchase of safety equipment for Older Adults staff, Ms. Debbie Bowman. Page 158.
- ✦ T. Request for approval of transfer of \$20.00 from recreational supplies to construction materials for shelving at Friendship Center, Ms. Debbie Bowman. Page 159.
- ✦ U. Request for approval of transfer of \$9,027 from Law Enforcement Protection Fund and \$5,973.00 from General Funds for a \$15,000 match for a computer grant, Chief Bill Carey. Page 160.
- ✦ V. Request for approval of transfer of \$12,339 from the Penalty Assessment Fund to the following: Capital Outlay Other Operating Equipment to purchase a Total Station (Radial with Azimuth Accident Investigation System (\$9,367); into Registration for training and education for Motorcycle Crash School (\$1,397); and to Film and Photo Supplies to purchase traffic supplies (\$1,000.00), Police Chief Bill Carey. Pages 161-164.
- ✦ W. Request for approval of donation of \$230.10 from Citizens Police Academy to the Police Special Grant Program, Chief Bill Carey. Pages 165.
- ✦ X. Request for approval of budget change for CDWI Grant Funds, Ms. Sandy Chancey. Page 166.
- ✦ Y. Request for approval of transfer of \$58,029.35 from the Local Law Enforcement Block Grant Communication Equipment into Local Law Enforcement Block Grant capital outlay, to purchase computers, software upgrade and in car cameras for the Clovis Police Department, Ms. Sandy Chancey. Page 167.
- ✦ Z. Request for approval to transfer \$18,525 from Fund 61- Special Parks Improvements to Parks- Maintenance/Buildings, Grounds, and Improvements to repair the North-West Wall of the Sunken Garden, Mr. Rob Carter. Page 168.



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- ✦AA. Request for approval of transfer of \$6,140 from Fund 61- Special Parks Improvements for secure reserved shelter kiosks, Mr. Rob Carter. Page 169.
- ✦BB. Request for approval of transfer of \$630 from Parks- Capital Outlay-Trucks to Parks- Automotive Equipment for Two-Way Radio for new pick up, Mr. Rob Carter. Page 170.
- ✦CC. Request for approval of transfer of \$2,000 from Fund 63- NHP Pasture Lease to NHP- Maintenance/Building, Grounds and Improvements for security lighting improvements, Mr. Rob Carter. Page 171.
- ✦DD. Request for approval of transfer of funds within golf budget to cover anticipated shortfalls in present budget, Mr. Rob Carter. Page 172.
- ✦EE. Request for approval of transfer of \$8,000 from Fund 61- Parks Improvements to Parks/Maintenance- Buildings, Grounds and Improvements to repair the ceramic tiles at the Lyceum Theater, Mr. Rob Carter. Page 173.
- ✦FF. Request for approval of transfer of \$15,200 from Fund 63- Zoo Admissions to Zoo- Miscellaneous Line Items for fencing and security gate, Mr. Rob Carter. Page 174.
- ✦GG. Request for approval of transfer of \$1257.00 total from Maintenance Buildings Grounds and Improvements (\$557.00); Machinery and Equipment Tubes and Tires (\$250), Machinery and Equipment Batteries (\$300), and Machinery and Equipment Replacement Parts (\$150) to Office Furniture and Equipment to purchase a desktop computer, Mr. Ken De Los Santos. Page 175.
- ✦HH. Request for approval of transfer of \$532.00 from Workman's Comp. Subscriptions to Workman's Comp. Professional Services – Other to cover the cost of vascular testing for the health fair, Mr. Michael Mount. Page 176.
- ✦II. Request for approval of Budget Adjustment for CATS Grants, Ms. Mary Lou Kemp. Page 177.
- ✦JJ. Request for approval for CATS to apply for a Planning Grant from the NMDOT, Ms. Mary Lou Kemp. Page 178.



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- ✦KK. Request for approval of transfer of \$1,900.00 from Capital Outlay – Vehicles to Equipment Repair Parts, for vehicle repairs for Fire Department, Chief Ray Westerman. Page 179.
- ✦LL. Request for approval of transfer of \$1,300.00 from Capital Outlay – Vehicles to Vehicular Repair Parts to repair vehicles at the Fire Department, Chief Ray Westerman. Page 180.
- ✦MM. Request for approval of ten percent (10%) matching funds, from the general fund, for a grant of approximately \$180,000.00 to purchase a remote audio/video training and conference system, Chief Ray Westerman. Page 181.
- ✦NN. Request for approval of transfer of \$5,000.00 from Safety Fund #48 to Professional Dues, Fees & Services/Immunizations for immunizations and flu vaccines, Chief Ray Westerman. Page 182.
- ✦OO. Request for approval of transfer of \$2,200.00 from Professional Dues, Fees & Services – Other to Food Drugs & Chemicals – Food, due to increased out of town transfers, Chief Ray Westerman. Page 183.
- ✦PP. Request for approval of transfer of \$1,500.00 from Printing and Advertising to Maintenance – Buildings, Grounds and Improvements Other for contractual maintenance for the Fire Department, Chief Ray Westerman. Page 184.
- ✦QQ. Request for approval of transfer of \$600.00 from O & R – Janitorial Supplies to Maintenance – Buildings, Grounds and Improvements – Other for contractual maintenance for the Fire Department, Chief Ray Westerman. Page 185.
- ✦RR. Request for approval of transfer of \$500.00 from O & R – Electrical to Maintenance – Buildings, Grounds and Improvements – Other, for contractual maintenance for the Fire Department, Chief Ray Westerman. Page 186.
- ✦SS. Request for approval of transfer of \$750.00 from O & R – Building Repair Supplies to Maintenance – Buildings, Grounds and Improvements – Other, for contractual maintenance for the Fire Department, Chief Ray Westerman. Page 187.



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- ✦TT. Request for approval of transfer of \$500.00 from O & R – Plumbing to Maintenance – Buildings, Grounds and Improvements – Other, for heating and cooling systems and shower repair, Chief Ray Westerman. Page 188.
- ✦UU. Request for approval of transfer of \$2,000 from O&R Maintenance, Machinery & Equipment and \$2,000 from O&R Supplies, Equipment and Repair to Contractual Maintenance, Buildings and Grounds to cover increased cost of repairs and maintenance of equipment and buildings at the Clovis Municipal Airport, Mr. Steve Summers. Page 189.
- ✦VV. Request for approval of grant amendment, budget transfer and change order to purchase order of reconstruction of south hangar apron, Mr. Steve Summers. Pages 190-192.
- ✦WW. Request for approval of RFP #05-0118-2 “Promotion of Economic Development – Business Attraction”, Mr. David Boswell. Page 193.
- ✦XX. Request for approval of Bid #1TB-05-0131-5 “Three Cubic Yard Side Load Containers”, Mr. David Boswell. Page 194.
- ✦YY. Request for approval of BID #B05-0222-6 “Weed Cutting Contract”, Mr. David Boswell. Page 195.
- ✦ZZ. Request for approval of RFP #05-0124-3 “Region V Coordinator”, Mr. David Boswell. Page 196.
- ✦AAA. Request for approval of transfer of \$3,000 from printing and office supplies furniture and equipment to communications to cover budget overrun for internet service, Mr. Nelson. Page 197.
- ✦BBB. Request for approval of transfer of \$6,000 from capital outlay, office equipment and furniture to communications to cover budget overrun for internet service, Mr. Paul Nelson. Page 198.
- ✦CCC. Request for approval of transfer of \$56.00 from capital outlay office equipment and furniture to maintenance of machinery and equipment communications equipment to cover installation of internet service, Mr. Paul Nelson. Page 199.



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- ✦DDD. Request for approval of transfer of \$827.00 from capital outlay office equipment and furniture to transportation and education per diem to cover cost of attending government managers of information systems annual conference, Mr. Paul Nelson. Page 200.
- ✦EEE. Request for approval of transfer of \$1825.00 from Fire Department donated funds to maintenance machinery & equipment/other to purchase equipment and paint public education van, Fire Chief Ray Westerman. Page 201.
- ✦FFF. Request for approval of Bid #05-0222-7 "Grazing Lease at Ned Houk Park", Mr. David Boswell. Page 202.

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

- A. Monthly Finance Report, Mr. Donald E. Clifton. Pages 203-205.
- B. Report regarding ENMRW Pipeline Project, Mayor David M. Lansford.
- C. Report regarding Clovis Capital Outlay allocations for 2005, Mr. Joe Thomas.

**XI. FUTURE AGENDA ITEMS**

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

- A. Parks & Recreation Board, 5:30 p.m., Monday, March 21<sup>st</sup>, 2005, 500 Sycamore.
- B. Special Finance Committee Meeting, 2:00 p.m., Wednesday, March 23<sup>rd</sup>, 2005, Assembly Room, Bert Cabiness City Government Center, 321 Connelly.
- C. City Commission Meeting, 5:15 p.m., Thursday, March 24<sup>th</sup>, 2005, North Annex, Clovis-Carver Library, 701 N. Main.
- D. Clovis MainStreet Promotion Subcommittee, 11:30 a.m., Monday, March 28<sup>th</sup>, 2005, Holiday Inn.
- E. DEAP, 12:00 p.m., Tuesday, March 29<sup>th</sup>, 2005, Baxter-Curren Senior Center.
- F. Ned Houk Committee Meeting, 6:00 p.m., Tuesday, March 29<sup>th</sup>, 2005, 500 Sycamore.
- G. Clovis MainStreet Design Committee, 6:30 p.m., Tuesday, March 29<sup>th</sup>, 2005, Clovis-Carver Library, 701 N. Main.
- H. Clovis MainStreet Strategic Planning, 4:00 p.m. – 8:00 p.m., Wednesday, March 30<sup>th</sup>, 2005, Clovis-Carver Library, 701 N. Main.



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- I. LEPC Emergency Response/HAZMAT Committee, 10:00 a.m., Thursday, March 31<sup>st</sup>, 2005, Police Department.
- J. NMML District Meeting, 10:30 a.m., Monday, April 5<sup>th</sup>, 2005, Portales.
- K. Clovis MainStreet Meeting, 11:30 a.m., Tuesday, April 5<sup>th</sup>, 2005, Wells Fargo.
- L. Cultural/Ethnic Affairs Committee, 1:30 p.m., Tuesday, April 5<sup>th</sup>, 2005, Clovis Community College.
- M. Civil Aviation Board, 6:00 p.m., Tuesday, April 5<sup>th</sup>, 2005, Clovis Municipal Airport.
- N. Water Policy Advisory Board, 9:00 a.m., Wednesday, April 6<sup>th</sup>, 2005, Assembly Room, Bert Cabiness City Government Center, 321 Connelly.
- O. Tornado Spotter's Course, 2:00 p.m. – 4:00 p.m., Wednesday, April 6<sup>th</sup>, 2005, Assembly Room, Bert Cabiness City Government Center, 321 Connelly.
- P. City Commission Meeting, 5:15 p.m., Thursday, April 7<sup>th</sup>, 2005, North Annex, Clovis-Carver Library, 701 N. Main.

**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 ✦ indicate items recommended by the City Manager for placement on the Consent Agenda.