

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, January 25, 2017**

**Assembly Room
321 N. Connelly
Clovis, New Mexico**

1. Call to Order
2. Roll Call
3. Approval of Minutes of September 28, 2016
4. Plateau Telecommunications presentation on new fiber optic installation, Clint Bunch, Regan Williams
5. New Mexico Department of Transportation presentation on possible roundabout t State Highway 523 and Humphrey, Clint Bunch, Randy Luera
6. Discussion regarding FOG (fats, oils & greases) charges at Clovis restaurants, Clint Bunch
7. Update on current projects
 - City Update, Clint Bunch
 - Clovis Municipal Schools Update, John King
8. For the good of the order
 - Public Works Committee 8:30 a.m., February 22, 2017
9. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
COUNTY OF CURRY) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, January 25, 2017 in the Assembly Room of the Bert Cabiness City Government Center, 321 Connelly, Clovis, New Mexico, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Gary Elliott, District 2
Commissioner Fidel Madrid, District 3
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. John King, Clovis Schools
Mr. George Jones, District 1
Mr. Aurelieus Houston, District 2
Mr. Cliff Kuchta, District 4
Mr. Larry Fry, City Manager
Chief Doug Ford, Police Department (for Captain Dial)

ABSENT:

Mr. Rudy Garcia, District 3

ALSO PRESENT:

Ms. Vicki Reyes, Administration
Ms. Claire Burroughes, Administration
Mr. Bill Kshir, Public Works
Mr. David Richards, City Attorney
Mr. Regan Williams, Plateau
Mr. Mike Tweedy, Plateau
Mr. Tyson, Plateau
Mr. Randy Luera, NMDOT
Mr. Francisco Sanchez, NMDOT
Mr. Louis Mata, NMDOT
CNJ

Mayor Lansford called the meeting to order at 8:31 a.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes

Ms. Burroughes stated Commissioner Madrid was present at the last meeting, but was not listed. Commissioner Bryant made a motion to approve the minutes of September 28th, 2016 as amended; Mr. Jones seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 4 - Plateau Telecommunications presentation on new fiber optic installation

Mr. Bunch stated he was approached by Mr. Regan Williams, Plateau Telecommunications, regarding installing fiber optics in the alleys. Mr. Williams stated they have been installing fiber cable for 2 1/2 – 3 years. There are some subdivisions that don't have alleys so they have been looking at alternate ways to

install. They are looking into micro trenching. The process they will go through is the design, one call, review design once locates complete, being micro trench, install conduit and peds, back fill, clean-up and install and splice fiber. He stated they would try to have as minimum impact as possible. The reasons to micro trench are low impact, accessibility during construction and limited cones and flaggers. They are looking to do this more in subdivisions. He showed maps of the areas they will micro trench.

Mr. Fry asked if they were planning to acquire the equipment and use it as necessary. Mr. Williams stated they are trying to decide if they were going to invest in the equipment or hire a contractor to do this for them. Mayor Lansford stated it seems to be less intrusive. He asked about the erosion or the infiltration of water. Mr. Williams stated they have been told the slurry mix is the best solution. He can't say for certain but they can't anticipate anything. Mr. Tyson stated they will be going along the existing seam so they don't think it will degrade it any more than it is today.

Mayor Lansford asked how many residents fit the no alley situation. Mr. Williams stated it is not a substantial amount that don't have alleyways, but he would guess between 100-150.

Mr. Fry asked what the cost was compared to the traditional way. Mr. Williams stated they believe it is going to be a more cost effective way regardless. They are looking to expand beyond these areas. Mayor Lansford stated it seems like it would take less time as well. Mr. Williams stated it is a very seamless process. Mr. Tyson stated there is a lot of demand and if this can help things done faster than it will be good for all of New Mexico.

Mr. Bunch stated they get 3-4 utility cut easements a month from citizens that want to do curb cut for driveways. He asked what the repair process was if they cut the fiber. Mr. Williams stated their objective is to pay close attention to what is going on up to having a contractor on site while the curb is being cut. Mr. Bunch asked if the person that cut the line would be liable. Mr. Williams stated if they didn't call One Call.

Ms. Burroughes asked if they would use this process in the new subdivision even if they have alleys. Mr. Williams stated they haven't made that determination yet, but wouldn't be surprised if they stayed with the traditional method.

Mr. Richards stated Plateau has a franchise, but for any type of excavation utilities don't have to get permits but have to go through the same notification process. He asked if there were issues where they are above other utilities. Mr. Williams stated they did not anticipate any more issues than they already deal with today. Mr. Richards asked if the city should be anticipating that next year Century Link will be 12 inches over and Suddenlink will want to be 12 inches over. Mr. Tyson stated whoever comes in next there won't be much of an advantage. He stated he would envision that Suddenlink will stay where they are. Mr. Richards stated he is thinking from the city planning perspective.

Commissioner Bryant asked if they fill the trench immediately. Mr. Williams stated the objective is to not leave it open. Mr. Tyson stated they will not leave it open overnight. There is a safety hazard so they want to be sure they don't leave it. It will be filled in the same pass in the same day. Mr. Tweedy stated it doesn't hold up anything as an open trench might.

Mr. Bunch stated he wanted to get the city attorney's advice and be sure there wasn't anything would prevent this from continuing. Mr. Richards stated the city still has authority to regulate the excavation

and that is something the city can work through. Mayor Lansford asked if this needed to go before city commission. Mr. Richards stated this would not take city commission approval.

Agenda Item No. 5 - New Mexico Department of Transportation presentation on possible roundabout at State Highway 523 and Humphrey

Mr. Bunch stated they had a tour a year and a half ago with Mr. Tom Church, Secretary for the Department of Transportation, and one of the areas they were concerned about was 523 and the Humphrey intersection. The north and south roadways on Humphrey are offset and has a flooding problem. Mr. Francisco Sanchez stated one of the features that is a safety hazard is the offset on Humphrey Road. It is a viable project but at this time they cannot program into their program for funding. They would like to do a co-project between the City of Clovis and Department of Transportation. Over the next five years they have several projects in this area and will invest between \$30-\$40 million. Their next upcoming project will be on NM 209 from Llano north. Mr. Luera stated things are going slow but once they are able to get mix then things will move faster. The project they are working on now on Price is a little over a ½ million project. They are looking to put whatever capital they can into the area, but things are very tight.

Mr. Sanchez stated NMDOT would do the design and the City of Clovis could pursue construction and funding. Commissioner Bryant asked how much a project like this would cost. Mr. Sanchez stated the projected cost of the roundabout would be about \$900,000 for a full project. Commissioner Bryant asked how long the project would take. Mr. Mata stated 6-7 months. Mr. Fry asked how they would align the streets. Mr. Mata stated it is a giant traffic circle and they can make the turnaround.

Commissioner Bryant stated he had safety concerns when they first started discussing this, but it is just a matter of people understanding how to use them. Mr. Sanchez stated the plans are at 50% but need some direction from the city. They are not able to get this into STIP funding anytime soon. Mayor Lansford stated there is a bill being introduced by Representative Crowder to implement up to a \$.03 per gallon gas tax for infrastructure upon voter approval. He was not sure how the commission would respond to a request for a roundabout in terms of priorities. They have a lot of infrastructure priorities and are not sure where this one would fit. He asked if there was a deadline to respond. Mr. Sanchez stated they would like to have an answer within the next few months so they can resource their staff. He stated they would do everything, but the city would have to handle the funding and secure the right of way easements.

Ms. Burroughes asked if the visibility on the southeast corner would impact this at all. Mr. Mata stated once the minor realignment is done there should be better visibility.

Mr. Luera stated in the past five years in Clovis they have done \$32 million worth of work. In the immediate future they see an increase in \$13 million in projects. They still want to make the investment but they have to be innovative. Mr. Richards asked if the only right of way needed was from the school property. Mr. Mata stated it was. Mr. Richards stated Representative Crowder has spoken with the school officials and they are willing to donate that. He was not sure if they would donate it to the city or if they would deed it over to the Highway Department. Mr. Mata stated it did not matter to him which it went to. Mr. Bunch asked if they could have an agreement with DOT to finish the design so that the city can have the plans sitting on the shelf so that they can move forward anytime the funds become available. Mr. Richards stated he did not see anything wrong with that. Mr. Sanchez stated that would

help them as well. Commissioner Madrid stated they need to remember the cost of the project will continue to rise. Mr. Jones stated regardless of the cost it would be better to have the plans on the shelf.

Ms. Burroughes asked when they were going to start 209. Mr. Sanchez stated the project has been preliminary awarded and the contractor is currently signing documents. They look to start on March 1st. Mayor Lansford asked what the time frame was on the project. Mr. Sanchez stated it is currently set at 400 days, but will probably finish quicker than that.

Mayor Lansford asked if they need to officially notify the NMDOT that they want to move forward. Mr. Richards stated it would be best to report to the City Commission. Mayor Lansford stated they would have this on the next commission agenda.

Commissioner Bryant asked for an update on the lighting on Mabry Drive. Mr. Sanchez stated they ran into some issues with the lighting and are currently working on creating a standalone project to get the lights completely finished. They are looking into a Local Government Road Fund type situation.

Agenda Item No. 6 - Discussion regarding FOG (fats, oils & greases) charges at Clovis restaurants

This item was removed from the agenda until the next meeting.

Agenda Item No. 7 - Update on current projects

Update on 10th and Ash traffic study

Chief Ford stated they heard a request from Ms. Hubby on 10th and Ash. They put an operation plan in with the traffic unit. During that time frame they tracked 206 vehicles and there were only 2 cited for driving over 40 mph. There was not a significant amount of speeding in the area. The officers are still in the areas where they have school zones.

City Update

7th Street

Design is at 90% complete.

Wilhite Road

Rebuild from Prince to Norris is at 76%, which is right on schedule.

Main Street side walks

Finally completed and will be coming off the chart.

WW Reuse Phase 1C

Currently applying for Water Trust Board funding and possible scope of work, depending on funding, will be from Yucca Junior High to Clovis High School.

Airport turnaround

The contract has been signed and K. Barnett will begin construction on March 1st.

CR I (N. Norris Street)

State funding contract has been signed. They are waiting on state funding for an additional \$163,000 and the city has \$200,000 budget to apply also.

7th Street reconstruction phase 1

State funding contract for \$285,000 has been signed and they have received the executed contract. A purchase order has been secured to Souder Miller & Associates.

MLK from the railroad tracks to 7th Street

They are still waiting on CDBG funding for \$500,000.

Sugar Beet Road

They are applying for Capital Outlay Funding in the amount of \$250,000.

MLK from 7th to 21st Street

Probable start date is 2018 depending on funding.

Mr. Fry stated they met with the Bureau of Reclamation regarding potential funding with the Effluent Reuse project. They gave a lot of direction on being able to apply at the federal level. Mayor Lansford stated the Ute Water Project required federal authorization and the new rules state that an authorization is not required for effluent reuse.

Commissioner Bryant asked about the MLK to 7th Street project. Mr. Bunch stated they hope to begin in 2018.

Clovis Municipal Schools Update

Cameo Elementary

They are 70-75% complete with the HVAC and roofing.

Barry Elementary

The parking lot extension phase 1 is complete with the exception of the punch list.

Highland Elementary

They are currently on the agenda to go to Santa Fe in April to discuss funding possibilities to move into design.

Parkview Elementary

They have advertised the RFP for construction and have had the proposal meeting. Proposals are due Feb 23rd. They plan to break ground in the middle of end of May

Cameo/Freshman Academy

The parking lot is in design and complete rebuild of the two parking areas.

Los Ninos

They completed the design and specs on the playground.

Zia parking lot

That is also scheduled to begin May 25th and they are working on completing the design.

Barry Parking lot

This is in design as well.

Lincoln Jackson playground

Same as Los Ninos. Waiting on CID and PSFA for final approval.

Transportation building

They began demolition and hope to have it replaced in the next couple of months

Sandia bus loop

It has reached substantial completion.

Mr. Bunch asked if Cameo and the Freshman Academy are where they needed the new school flashers. Mr. King stated it was. Carrie Bunce has been in contact with Mr. Musick and they have started the process. Mr. Bunch stated they will have to come up with money before this and go before the commission.

Agenda Item No. 8 - For the good of the order

Mayor Lansford stated the next meeting would be at 8:30 a.m., February 22nd.

Agenda Item No. 9 - Adjournment

There being no further business to come before the committee the meeting adjourned at 9:51 a.m.

Chairman

SEAL
(ATTEST)

City Clerk

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, February 15, 2017**

**Assembly Room
321 N. Connelly
Clovis, New Mexico**

1. Call to Order
2. Roll Call
3. Approval of Minutes of January 25, 2017
4. Discussion regarding FOG (fats oils and greases) for City of Clovis wastewater systems, Clint Bunch
5. Update on current projects
 - City Update, Clint Bunch
 - Clovis Municipal Schools Update, John King
6. For the good of the order
 - Public Works Committee 8:30 a.m., March 22, 2017
7. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, February 15, 2017 in the Assembly Room of the Bert Cabiness City Government Center, 321 Connelly in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Gary Elliot, District 2
Commissioner Helen Casaus, District 3
(for Commissioner Madrid)
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. John King, Clovis Schools
Mr. Larry Fry, City Manager
Lt. Rodney Roach, Police Department (for Captain Dial)

ABSENT:

Mr. George Jones, District 1
Mr. Cliff Kuchta, District 4
Mr. Aurelius Houston, District 2
Mr. Rudy Garcia, District 3

ALSO PRESENT:

Ms. Claire Burroughes, Administration
Mr. Durwood Billington, Public Works
Mr. Bill Kshir, Public Works

Mayor Lansford called the meeting to order and established the presence of a quorum.

Agenda Item No. 3 - Approval of Minutes of January 25, 2017

Commissioner Bryant made a motion to approve the minutes of January 25, 2017; Commissioner Elliott seconded the motion which carried by acclamation.

Agenda Item No. 4 - Discussion regarding FOG (fats oils and greases) for City of Clovis wastewater systems

Mr. Bunch advised in 1995 there was an ordinance addressing city fats, oils and greases charges (FOG) for restaurants and businesses around town. The Revenue Review Committee last year looked at this. They felt the formula was flawed and have made some changes to this. Mr. Wang originated the formula and Mr. Bunch felt his numbers were too high.

Mr. Billington, wastewater superintendent, said they have changed the numbers to a manageable level. Some of the numbers are high, but this is related to the amount of FOG coming from the businesses. They used Roswell's chart as a guide. He provided the group with a spreadsheet

regarding options. The top sheet is not charging for flow, just FOG. He recommended the second sheet. He did a cost analysis in 2011 and it cost 50 cents per thousand gallons in electrical charges to move the water. This does not include equipment repair or labor costs. Roswell charges \$40.00 per million gallon. Clovis cannot move that for this cost. Industrial flow rates are \$11.20 per million gallons.

For a restaurant that is moving .0135 (13,000 gallons) per month, their FOG was 342 mg per liter. The first 100 gallons they do not charge for.

Mr. Billington asked how the Public Works Committee would like to move forward. He was leaving the flow changes the same and proposed changing the formula. The new formula is about half the old formula charges. Several businesses will not allow the wastewater department on their property and they will need to work with Mr. Richards regarding this.

The formula counts for FOG, BOD and TSS. He felt they should have penalties to charge for too high FOGs, but should give people time to rectify the situation at which time wastewater would resample.

Older traps are not plumbed correctly. Some traps are undersized and some businesses will not do what they are asked to do. Most businesses work well with them. They sample the traps annually at this time, but this could be changed. It costs \$80.00 per sample which is paid for by the business owner. The owner can opt to have a resample 30 days after they have cleaned their trap.

If they thought the 92 cents was too high they could adjust that. If they can keep the .423 per thousand gallons, this would help them break even for the cost of the water on the electrical side. Mayor Lansford liked the 90 day, 6 month approach, and what the charges will be if they cooperate with the requirements. He felt a nice visit from the city up front would pay dividends.

This item will go to the Commission for final action.

Mr. Bunch said the Revenue Review Committee recommended giving businesses 6 months to comply.

Mr. Billington said wastewater receives a copy of the businesses water bills. If they run a test and they are out of compliance, they will have 6 months to get into compliance. Mr. Billington will take the water bill to them and show them what the bill from the City will be.

Mayor Lansford asked if any businesses will have to pay more than \$100.00 to fix the grease trap. Mr. Billington said some of the businesses are undersized as per code. Anywhere from \$10,000 to \$12,000 is what it will cost to put a new grease trap in. They can try to change their plumbing and there are things the WWTP can help them do to help with the grease. They could put a sample port in which will help lower the measurement, and look at the plumbing.

With a restaurant that does not have a large enough grease trap, they could pump it more often to take care of the problem. A sample port is very economical and looks like a water meter that

goes to the discharge side of the trap. The plumber's cost could be around \$1,000 for installation. It is not that expensive to pump the trap.

Mayor Lansford said he remembered the ordinance at the time it was adopted last time, and there was push back in 1995. Mr. Billington said any restaurant, oil change mechanic shop, or anyone that could produce FOG, including WalMart fall into this ordinance. If you cut or produce meats for resale, this will be included. Car dealerships will be sampled. Most of the older ones go into the floor sumps and they are not being cleaned out. If they are self-contained and not contained to a city line, then they will not be sampled. Most restaurants, i.e. Foxys, will not be cleaned but twice a year.

Mayor Lansford said communication with the out of compliance folk will be the challenge. He asked how they could communicate. Mr. Billington said Isaac visits them now and he would go with him to visit with the owner of business to give them some options to address the matter. Commissioner Bryant thought a recommendation from the wastewater department to the business owner to help them, would be a huge advantage. Grease traps are usually 1,000 gallons as they are cheaper. Mr. Billington said he would sit down with the owner and give them a date to complete this by. He would be happy to sit down with each person and explain it in further detail. He would give them six months to comply and may give longer if the business owner proves they are trying to address the problem.

Mayor Lansford said they need to provide some compliance options to the owner, and that the city will work with them on a remediation plan for the excessive dumping of fats, oils and greases. If they don't comply they will show what that cost will be too. Mr. Billington advised 15-17 businesses are currently out of compliance, and most will not allow the city on their property, and these are not mom and pop operations.

They will have a strategy at the next meeting to approve before it is taken to the commission. Mr. Bunch said Mr. Richards has been notified and knows what is going on.

Mayor Lansford said as water reuse becomes more important, the cost of reuse will go up if the businesses are compliant. He advised he was in favor of it, but did not want a lot of collateral damage. Commissioner Bryant did not understand why people do not want to comply with this. He wondered why they did not want to comply. Mr. Billington said when they ask businesses for their pump tickets, they say they had to send it to corporate and cannot make a copy. It has to be onsite for the WWTP folk to see. Mr. Fry said it was about personal responsibility to comply.

Commissioner Elliott asked if the people not complying pumped regularly would that help the problem. Mr. Billington said it would help them to bring it below the 200 limit.

Agenda Item No. 5 - Update on current projects

City Update

Mr. Bunch advised the no charge to city residents at the landfill was going well. For the most part the public is happy to not be charged and felt it should have been that way all along. They have had a few businesses trying to get away with that. Resident's loads were including couches and washing machines which have previously been left in the alleys. They will see if it cuts down on the sweeping of the alleys.

Mayor Lansford said both individuals he dealt with at the landfill were very polite. He was asked to provide two forms of ID. Mr. Fry said they talked about this yesterday and they will do away with the process of requiring a utility bill. The people at the landfill know who the commercial people are and a driver's license should be sufficient. He did not think the utility bill was an important component of this. They are in process of changing this.

Commissioner Bryant asked how they were letting the citizens know about the charge. Mr. Bunch said they had not done anything. Ms. Burroughes said they could do a press release about this. They can add this to the garbage and sewer bills also.

Clovis Municipal Schools Update

Mr. King advised the schedule for projects were about the same. Highland design is on the agenda to go to Santa Fe in April for design funding. They will receive state construction dollars for the construction of Parkview Elementary school and are hopeful that this stays and that funding comes through. They started work on the transportation facility north of Marshall and are getting ready to build a new one.

The restrooms at the Rock are being renovated at the main entrance. It is in schematic design. The pricing for the turf replacement at the high school field is being looked at. The current turf has been there about 8 years which is about average in New Mexico. A lot of it has to do with the sun and usage. One of the hardest users is band. The yarn is worn down now on the field and you can see the crumb rubber on the surface and you can see some tears.

Mayor Lansford advised about the feasibility study and funding through the BOR Title XVI funds for the effluent reuse project. They can apply for federal dollars for the effluent reuse project from the 2011 feasibility study.

Mayor Lansford asked about Garry Dorazio on Purdue and what was the status of the drainage problem in the area. Mr. Bunch said they did not know where the excess water was coming from, but think it is from the development to the west. They put a new valley gutter in on Echols and Purdue which helped a little. Some overlays were done downstream and may need to put some valley gutters in that area. The one on Echols and Purdue will be cut down a little. It is an ongoing problem.

Mayor Lansford thanked them for taking care of the roads which has been helpful. Mr. Bunch said preventative maintenance is important.

Wilhite is scheduled to be completed at the end of March. It is at 80% complete and they are on schedule.

Completion on Phase 1B of the effluent project around the 20th March.

Mayor Lansford said he was getting requests from CIDC to look at the bio gas plant south of the WWTP who want to use water from the SWC. At some point they will have to decide how to allocate the reuse water – what percent for industry, parks, aquifer storage and recovery and other means. Is it possible to come up with thoughts regarding the allocation, and this will change over time. He thought they could have a policy that could evolve over time and be suitable for the community.

He asked how they are going to charge for the water. Mr. Billington said the charge has already been approved and it is 50% of what EPCOR's water was and everyone is charged the same. They could change that for industry.

Mayor Lansford said the reason the state has a 3 acre foot allocation for farmers is because there will be some recharge. He wanted to make sure they were not going to give away something that was very valuable. He thought the water could be a revenue stream for industry, and not a break even.

Agenda Item No. 6 - For the good of the order

The next Public Works Committee meeting will be at 8:30 a.m., March 22nd.

Agenda Item No. 7 - Adjournment

There being no further business to come before the committee the meeting adjourned at 9:44 a.m.

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, March 29, 2017**

**North Annex
701 N. Main
Clovis-Carver Library**

1. Call to Order
2. Roll Call
3. Approval of Minutes of February 15, 2017
4. Discussion regarding paving on Merriwether Street, Commission Madrid
5. Update on current projects
 - City Update, Clint Bunch
 - Clovis Municipal Schools Update, John King
6. For the good of the order
 - Public Works Committee 8:30 a.m., April 26, 2017
7. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, March 29th, 2017 in the North Annex of the Clovis-Carver Library, 701 N. Main in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Gary Elliott, District 2
Commissioner Fidel Madrid, District 3
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. George Jones, District 1
Mr. Rudy Garcia, District 3
Mr. Cliff Kuchta, District 4

ABSENT:

Mr. Larry Fry, City Manager
Mr. John King, Clovis Schools
Mr. Aurelius Houston, District 2

ALSO PRESENT:

Ms. Claire Burroughes, Administration
Ms. Vicki Reyes, Administration
Mr. Bill Kshir, Public Works
Members of the public

Mayor Lansford called the meeting to order at 8:41 and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of February 15, 2017

Ms. Burroughes stated on page 2, lines 8 and 9 there is information from a handout that should be added. Commissioner Bryant made a motion to approve the minutes of February 15, 2017 as amended; Mr. Jones seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion regarding paving on Merriwether Street

Commissioner Madrid advised he had received complaints regarding the condition of Merriwether Street. The best thing would be to pave it from 7th Street to 14th Street, but he would settle for paving from 7th to 10th Streets. Public Works has worked on the road, but he thought they should pave it. Mr. Bunch stated he has \$250,000 in the budget left for the year for residential roadways. Hammond, Miller and Stone Streets also need work.

Commissioner Elliott stated that road is in his district and it does need work. Mr. Kuchta stated that road is rough. Mayor Lansford asked if there was a way to grind down the cracks and then chip seal. Mr. Bunch stated in some areas they have cut the cracks out completely and it does work for a while, but they will still have bumps. He stated this work would cost close to \$200,000.

Commissioner Madrid made a motion to pave Merriwether once there is money available; Mr. Kuchta seconded the motion. Mayor Lansford asked if this had to go before the commission.

Ms. Burroughes asked if they decided to do this instead of the other streets Mr. Bunch mentioned. Commissioner Madrid stated all of the other roads are in district 2. Ms. Burroughes advised Hammond, Miller and Stone were in District 1.

Commissioner Bryant asked if they should get a bid on this before they approve anything. Mr. Bunch stated he could get a bid.

Commissioner Elliott asked what was wrong with Hammond, Miller and Stone. Mr. Bunch stated those streets were milled with one layer of chip. Merriwether is an old street. Ms. Burroughes suggested the only other way to fund the Merriwether project is to apply for a CDBG grant as it is a low to moderate income area, whereas Stone/Hammond/Miller was not. Commissioner Madrid stated they still haven't received the grant for the Martin Luther King project.

Mayor Lansford asked if the motion was to repave Merriwether from 7th to 14th. Commissioner Madrid asked how much that would cost. Mr. Bunch stated around \$350,000. Mayor Lansford stated the motion is to pave Merriwether from 7th to 10th Street. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 5 - Update on current projects

City Update

7th Street design

The design is at 96%.

Wastewater Reuse phase 1B

They are at 99% complete for the current phase, and they are finalizing funding details.

Wilhite Road

90% completed and should be finished anytime.

Wastewater Reuse phase 1C

They are still applying for Water Trust Board funding. This will start at Yucca Junior High to Clovis High School.

Airport turnaround

State funding contract for \$135,000 has been signed. K. Barnett has commenced construction.

County Road I

All necessary clearances have been received to begin construction and that will commence today.

Ms. Burroughes thought the Water Trust Board money was lost. Mr. Bunch stated they are working with the Bureau of Reclamation. Mayor Lansford stated the meeting that was held 2-3 months with the Bureau of Reclamation. They were told they had to have a feasibility study to access the federal dollars. They have that already so it has been beneficial to them to be able to apply for those dollars.

Ms. Burroughes stated there was no capital outlay during this session. She asked if the city had any funds to address the Sugar Beet road project. Mr. Bunch stated he had not spoken with anyone.

Ms. Burroughes asked if they have heard anything from the state regarding the Thornton street application between Hwy 60/84 and 7th streets. Mr. Bunch stated that just went out so they have not heard anything back yet.

Clovis Schools Update

Mr. King was not present to give the update.

Agenda Item No. 6 - For the good of the order

Alma Street

Ms. Barbara Singleton stated Alma Street needs to be repaved. She was told this is a private street and therefore the city will not do any work on it. The road was chip sealed a few years ago. Mayor Lansford asked how this became a private road. Mr. Bunch stated the road has to be compliant to public works standards and it was never brought up. The owner of some of those trailers owns that road. Mr. Bunch stated there was a chip seal was put on 15 years ago and it was accidental. Ms. Singleton asked what they have to do to get the city to repair it. Mr. Bunch stated it would have to be brought up to code and then it would be deeded over to the city for them to maintain it. Ms. Singleton asked how much that would cost. Mr. Bunch stated it would be quite a bit.

Mayor Lansford stated it was a substandard development from the beginning. He asked if they knew the history of how that was put in. Mr. Bunch stated that would be a question for Building Safety. Commissioner Madrid asked how this got by Planning & Zoning. Ms. Burroughes stated they could check on this. Mayor Lansford asked if this was the only street like this. Mr. Bunch stated there are a few more.

Commissioner Bryant stated he would like this researched more. Mayor Lansford stated that would be a good idea. They will look into this and see what they can do, but they probably are restricted by law to do anything at this point. Mr. Garcia stated the public is still using that road though.

Water

Mayor Lansford stated Commissioner Bryant and he discussed this committee and the Water Policy committee overlapping in a significant way when it comes to the wastewater treatment plant. In 2006 the cheese plant was put into operation and the city made a huge investment in that. There is a sewer line from the cheese plant to the city's wastewater treatment plant that has never been used. The reason it has never been used is because the effluent water had too much phosphorus in it, and phosphorus is not good for wastewater treatment plants. As a result, SWC made the decision to apply their wastewater to an adjacent farm by the cheese plant. An economic development prospect has come along and they want access to SWC's effluent water. They want to buy cheap water instead of pumping it out of the ground where it is scarce anyway in the southeastern part of Clovis where the wastewater treatment plant is. They want to use that pipeline that has never been used to deliver the cheese plant water to a lagoon so that they can get the hydrocarbons out of that organic matter. It will be a digester that converts organic matter, animal waste and so forth mixing that with water and produce biomethane gas. Then they will inject that gas into the Trans Western pipeline that runs on the

southeast side of Clovis. It is a good strategic location for this company and it is good for dairies. He does not have a problem with that, but the water from the cheese plant was intended to go to the City of Clovis. The city put in a multi-million dollar lagoon that holds 65 million gallons. With water as it is they want that water. The city's wastewater treatment plant cannot receive that because they have to add more filtration to take the phosphorus out. The other option is to not take the cheese plant water into the headworks of the wastewater treatment plant, but take it into the back works and mix it with the effluent reuse system. They are going to schedule meetings with CDM and Bohannon Huston to discuss this. CDM was responsible for building the wastewater treatment plant and Bohannon Huston built the effluent reuse system. They spoke with the cheese plant last week and they understand that the city wants this water. He does not want to permanently give away a huge amount of valuable effluent water until the city has examined how they can receive it and control it. The folks at southwest cheese know that he does not want them to sell the water. These discussions will take place and hopefully a joint meeting with Water Policy.

Mr. Bunch stated they cannot use the city water without using the city's pipeline and they have not given anyone permission to use that. Mayor Lansford stated they want to sell the water so they will get a revenue source for what used to be an expense. He stated he wants the revenue to take the water and then sell it. Commissioner Bryant stated they want to be in control of the water and where it goes.

Mr. Bunch stated the city produces 2.6 million gallons of wastewater a day. He stated 7-8 years ago the plant was updated and they are capable of taking in around 8 million gallons a day. Commissioner Madrid asked how they would take the phosphorus out. Mr. Bunch stated there are different processes to remove it. Commissioner Madrid thought the cheese plant was supposed to take the phosphorus out of the water. Mr. Bunch stated there was never anything in the original contract.

Mayor Lansford stated the next meeting would be April 26th.

Agenda Item No. 7 - Adjournment

There being no further business to come before the committee the meeting adjourned at 9:24 a.m.

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, May 24, 2017**

**Assembly Room
321 N. Connelly
Clovis, New Mexico**

1. Call to Order
2. Roll Call
3. Approval of Minutes of March 29, 2017
4. Discussion and recommendation regarding FOG (fats oils greases) ordinance, Clint Bunch
5. Update regarding residential paving on Merriwether Street, Clint Bunch
6. Discussion and recommendation regarding paving of Sugar Beet Road from 60/70/84 north 660 Feet, Clint Bunch
7. Update concerning NMDOT paving on Highway 60/84 between Prince and Wheaton, Clint Bunch
8. Update on current projects
 - City Update, Clint Bunch
 - Clovis Municipal Schools Update, John King
9. For the good of the order
 - Public Works Committee 8:30 a.m., June 28, 2017
10. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, May 24, 2017 in the Assembly Room of the Bert Cabiness City Government Center, 321 N. Connelly in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Gary Elliott, District 2
Commissioner Fidel Madrid, District 3
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. Tom Phelps, Interim City Manager
Mr. George Jones, District 1
Mr. Russ Backoff, District 2
Mr. Cliff Kuchta, District 4
Mr. John King, Clovis Schools

ALSO PRESENT:

Ms. Vicki Reyes Administration
Mr. Bill Kshir, Public Works
Mr. Durwood Billington, Public Works
Mr. Kevin Musick, Public Works
Mr. Louis Gordon, Planning & Zoning
Mr. David Richards, City Attorney
Eastern NM News

Mayor Lansford called the meeting to order at 8:32 a.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of March 29, 2017

Commissioner Bryant advised he had one change on page 1, line 26, it should read "Mayor Lansford called the meeting to order". He made a motion to approve the minutes of March 29, 2017 as amended; Mr. Jones seconded the motion, which passed by acclamation.

Commissioner Madrid advised he would like to move Item Number 5 up to Number 4.

Agenda Item No. 4 - Update regarding residential paving on Merriwether Street

Mr. Bunch stated at the last Public Works meeting it was decided that if any funds were available they would do a mill and fill paving project on Merriwether either from 7th to 10th or 7th to 14th. He found \$200,000 in the residential paving budget so they will do Merriwether from 7th to 14th. The quote from K. Barnett was \$180,000 plus GRT so the total would be \$194,512.50.

Agenda Item No. 5 - Discussion regarding FOG (fats oils greases) ordinance

Mr. Bunch stated at the Revenue Review meetings the Public Works department brought up FOG charges. This is something that has been in the works since 1996. They didn't do this in the past because they felt the formula rate that was proposed before was not feasible. They do not feel this is a revenue stream, but they want all of the businesses to comply with the FOG requirements so it is a lesser charge for the city because there would be fewer blockages and less treatment process at the plant. Mr. Richards drafted the new ordinance and Mr. Billington came up with the formula.

Mr. Billington stated the old formula had astronomical charges for the businesses. They are continuing to add the charge for the city to handle the flow. Since 1995 they have not charged restaurants to handle their flow. They added a new charge of \$.92 per milligram per liter over the limit for the FOG. They are not asking to start charging today. Once the commission approves then they will give the businesses 6 months to correct their issues. Some are not pumping properly and some are undersized. They want to go up on the minimal size of the grease trap to 1,000 gallon trap instead of 700 gallon, which it was before.

Mayor Lansford asked if the \$18,000 was a restaurant. Mr. Billington stated that is a large restaurant. He explained the chart that was handed out to the committee. He stated he would hand deliver a letter to this restaurant and explain to them what can be done otherwise they will be billed \$18,000 a month.

Commissioner Bryant asked if they have to make considerable changes would they require a sample port. Mr. Billington stated they would. Most of the charges range from a few cents to the hundreds. Commissioner Bryant asked what the advantage is of sample port. Mr. Billington stated a sample port is a 12 inch pipe added outside of the trap. Mr. Bunch stated they are trying to get this in place by July 1 and effective by January 1, 2018.

Commissioner Bryant asked what this is costing the city as far as overtime and expense. Mr. Billington stated he did not know. Wastewater uses a lot of overtime every year, but they are always called out. Mr. Phelps asked if they have the ability to charge a business if the city has to clean a trap. Mr. Billington stated they can if they can prove that the city had to clean a trap.

Mr. Richards stated in the '90s the city started requiring grease traps. The issue with the calculations and the amount under the old formula made it difficult to assess against people with those kinds of charges so it wasn't enforced. It encourages those with FOGs' to pump and correctly size their grease traps so they can become efficient. They addressed access by the city. There have been issues in the past of individual businesses not allowing inspectors on the property. The changes that have been made came out of the International Plumbing Code.

Mr. Backoff asked how far back do they plan to go. Mr. Billington stated most of the old ones have been very cooperative.

Commissioner Bryant asked if they have the manpower to get this done in 60 days. Mr. Billington stated they may not be able to, but he may have to add another 6 months.

Mr. Jones made a motion to take this ordinance to the city commission; Mr. Bunch seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 6 - Discussion and recommendation regarding paving of Sugar Beet Road from 60/70/84 north 660 feet

Mr. Bunch stated they annexed that township so it is city property. That road is becoming a big problem and they have applied for \$250,000 from the state. He received a quote from K. Barnett of \$219,300. There should be \$90,000 left in the fund that could go towards this project. This needs to be concrete paved as soon as possible. He would need \$100,000 from nonrecurring funds and \$90,000 from residential paving funds.

Mr. Phelps stated there were a couple of items that were planned for this year that may not happen so he was sure they could come up with \$140,000. This road is a mess and needs to be repaired. They can make a recommendation to the commission.

Mr. Jones made a motion to take this item to the commission to request \$100,000 from non recurring funds and \$90,000 from residential paving funds; Commissioner Bryant seconded the motion.

Agenda Item No. 7 - Update concerning NMDOT paving on Highway 60/84 between Prince and Wheaton

Mr. Bunch stated the cost estimate is over \$30 million for that roadway. During the conversations they found out that the city's sewer line will be impacted so the city will have to redesign. He suggested that HDR Engineering give them an estimate for a design. He will bring that to the committee as soon as he receives it. They are planning to concrete a large section of this between prince and main. The rest of the project from Main to MLK will be 6 inches of hot mix paving and they plan to concrete the intersections at Main and Hull.

Mayor Lansford asked if the city would be available for storm drainage. Mr. Bunch stated they are only responsible for sanitary sewer. Mayor Lansford stated there should be a drainage component for the city in order to retain some of the water. Mr. Bunch stated there is some thought of putting water in some of the pocket parks. Commissioner Bryant stated they need to keep drainage in consideration.

Agenda Item No. 8 - Update on current projects

City Update

Mr. Kshir stated 7th street deign is at 96% design, they are finishing up wastewater phase 1 B and on Wilhite Road they need to tie into the Prince Street project.

WW Reuse phase 1 C

They are applying for Water Trust Board funding and Bureau of Reclamation funding to go from Yucca to CHS.

CR I

They need one more chip seal to be applied and plan to do that when the 2018 budget opens.

7th Street phase 1

They have the state funding contract of \$285,000 and have plans, specifications and estimates meeting on June 9th in Roswell.

MLK from the railroad tracks to 7th Street

Waiting on CDBG funding.

MLK from 7th to 21st

This has a probable start date of 2018.

Mayor Lansford stated at some point before the next Legislative Session they need to educate themselves and the public about the benefits of a local option gasoline tax for the roadways specifically.

Mayor Lansford stated in Houston they have a 24 hour pothole policy. He asked if they could do something like that or maybe a 48 hour policy. Mr. Bunch stated the street superintendent is Larry Hall and he gets the job done within minutes. Mr. Kshir stated they have a very responsive street crew and they may be already meeting those goals. Mr. Bunch stated they have that track on the see click fix system, but it may now show as fast as it is actually happening since there is data entry that has to be done. Commissioner Bryant asked how many pothole calls they get in a week. Mr. Bunch stated not many since the street crew is out every day doing regular re-patching. The biggest complaints they have are for alley cleanup.

Clovis Municipal Schools Update

Mr. King stated the last day of school is today so a lot of the projects are starting tomorrow.

Cameo roofing and HVAC

This is almost complete.

Highland Elementary School design

The RFP is due next month for architect selection. They plan to have the new facility opening in Fall 2019.

Parkview construction

They have contracts and are waiting on the State. They had groundbreaking last week.

Cameo/Freshman parking lot

That will begin next Tuesday and is being done by K Barnett. It is a complete tear up and redo.

Los Ninos playground

That is being done by Nick Griego and Sons. They will begin this next week.

Zia parking lot

Nick Griego and Sons and K. Barnett and will begin tomorrow. That is a complete redo on the east side and they are expanding on the west side with a bus loop.

Barry parking lot phase 2

The final design review was done this week and Lydick is wrapping that up. That will be done over the summer.

Lincoln Jackson playground

This is still on hold pending the outcome of the states determination on whether the school is placed on a historic registry.

Transportation building

They poured concrete last week and the steel should be going up this week. They had a 3 month delay waiting on the state, but will be done by June 30.

High School east end restrooms

They are going to be renovated. They will add several toilets to the men's and women's restrooms. That will be done in September.

Leon Williams Stadium

Turf replacement will begin on Memorial Day.

CHS press box

This will be completed over the summer and will be completely redone.

Commissioner Bryant asked what happened with the playground equipment that is being replaced. Mr. King stated it belongs to whoever wins the contract. He has received calls from private schools and churches asking for the equipment and he sets them up with contractor.

Agenda Item No. 9 - For the good of the order

Mr. Bunch stated the City of Clovis had an equipment and automobile auction at public works and is the first live auction they have had in about 12 years. The city received a little over \$50,000 for the items. Mr. King thanked the city for hosting that auction because they were able to put some of their vehicles in as well. Commissioner Bryant asked how often they will do this. Mr. Bunch stated the plan is to do this every 2 years.

Ms. Kathy Elliott stated street signs are a long standing issue with the city. She asked how she could help facilitate finalizing marking every unmarked intersection. She asked if they could consider continuing the conversation that was started with Mr. Howalt.

Mr. Kevin Musick stated when they started those projects there were two, highland elementary and the west side of town. They had to grid the area so that every other block would be stopped. They tried that at several places and it cost around \$5,000 to do the 7 block radiuses and today it would cost \$175 per sign. They try to go with the higher end sheeting due to maintenance, which would cost around \$800. They have 40% of the intersections that are marked and 60% that are not. For the initial install and to maintain they are looking at a little under \$1 million. Right now he has 3 people in his department and in order to implement this they will need 2 full time employees to maintain and install. They have always followed the Federal Highway Administration's handbook on uniform traffic control devices. Each intersection needs to have at least 6,000 cars per day to install a stop sign. They look at the geometric design of the intersection as well. Another thing they look at is the site distance. It is governed by the manual that they use and he is not aware of any community in New Mexico that has every intersection marked. If it is not a warranted intersection by the criteria they are given then people are not going to stop. If there is criteria that they need to put stop signs then they need to look into it. They have to have guidelines to go by. His employees have to have 8 certifications to work in the traffic field and once they get that they have to hold that every 3 years.

Commissioner Bryant stated they have discussed this before. He asked Ms. Elliott if there was an area that she felt needed special attention. Ms. Elliott stated the area south of Commerce Way and east of Main Street is particularly vulnerable. There are specific areas of the city that need to be addressed. Her request is that the city looks specifically at that area. Her intent is to ask that specific residential intersections be addressed over a period of time. She stated they have so many military people entering the town that have no idea of the history or the lack of signs on the other side. Mr. Musick stated anyone that calls the public works department with a concern about an intersection is looked into within 24 hours. Ms. Elliott stated there are many intersections that are marked that could potentially be unmarked. Somewhere along the line those stop signs were put in place and many do not have the excessive traffic that he was talking about. She asked why those were chosen. Mr. Music stated there was probably an issue with that intersection.

Commissioner Bryant asked if there was a problem with drivers not understanding that drivers on the right have the right of way. Ms. Elliott felt this was the case with some of the new people coming in because there is nothing there telling them. She stated when she spoke to Mr. Howalt years ago she

found out the city already has the open intersections marked. Commissioner Elliott asked if there was a way to educate people that the person the right has the right of way. Mr. Musick stated they were all thought that in driver's education. Commissioner Bryant asked if they could put out some sort of public service announcement regarding this. Mr. Phelps stated from the city perspective it appears they are following the established rules for placing for stop signs and he is hesitant about moving away from that. He asked that they take a look at the specific area that Ms. Elliott mentioned. He stated they need to establish if there is an issue from the city perspective. Ms. Elliott stated many of the people that come in with the military and others who have found Clovis to be home were not educated or had drivers ed here. Mr. Phelps stated not yielding to a vehicle at a stop sign or an unmarked location is the same in every state in the nation.

Mayor Lansford stated it seems the objective is to stop residential streets from being collector streets. He stated they need to assess the area, see if they are being used as collector streets and see if there is an advantage to driving some of that traffic out of that area. Mr. Bunch stated this needs to be done on a case by case basis. Doing this by blanketing one area shows disregard for the standards they need to go by. Starting a program to do the whole town against what the MUTCD says sets a bad precedent.

Mayor Lansford advised the next meeting would be at 8:30 a.m., June 28th.

Agenda Item No. 10 - Adjournment

There being no further business to come before the committee the meeting adjourned at 10:20 a.m.

Chairman

SEAL
(ATTEST)

City Clerk

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, August 2, 2017**

**PD Conference Room
320 N. Connelly
Clovis, New Mexico**

1. Call to Order
2. Roll Call
3. Approval of Public Works/Water Policy minutes of May 9, 2017
4. Approval of Minutes of May 24, 2017
5. Discussion and recommendation regarding the scope of work for the engineering services for the sewer line relocations for Hwy 60/70/84, Clint Bunch
6. Update regarding the Drainage Master Plan, Clint Bunch
7. Discussion and recommendation regarding the Cheeseplant effluent pilot project, Clint Bunch
8. Update on current projects
 - City Update, Clint Bunch
 - Clovis Municipal Schools Update, John King
9. For the good of the order
 - Public Works Committee 8:30 a.m., August 23, 2017
10. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, August 2, 2017 in the Police Department Conference Room in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Fidel Madrid, District 3
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. Tom Phelps, Interim City Manager
Mr. George Jones, District 1
Mr. Russ Backoff, District 2

ABSENT:

Commissioner Gary Elliott, District 2
Mr. Cliff Kuchta, District 4
Mr. John King, Clovis Schools

ALSO PRESENT:

Ms. Vicki Reyes, Administration
Mr. Bill Kshir, Public Works
Mr. Durwood Billington, Public Works

Mayor Lansford called the meeting to order at 8:31 a.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of Public Works/Water Policy minutes of May 9, 2017

Commissioner Bryant made a motion to approve the minutes of the May 9, 2017 Public Works/ Water Policy minutes contingent upon the Water Policy Advisory Committee approving the minutes; Mr. Jones seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Approval of minutes of May 24, 2017

Mr. Backoff made a motion to approve the minutes of May 24, 2017 as presented; Commissioner Bryant seconded the motion, which passed by acclamation.

Agenda Item No. 5 - Discussion and recommendation regarding the scope of work for the engineering services for the sewer line relocation for Hwy 60/70/84

Mr. Bunch stated the reconstruction of 60/84 from Wheaton to Prince will begin in 2021. They are in the design process right now and HDR is doing this for the state. They contacted Mr. Bunch about doing the sewer line relocations for the project. The committee has a copy of the scope of proposal from HDR. This shows any conflict that will help the city decide what possibilities they have with the sewer line. It will cost around \$59,000 to do an assessment of that section. There are 34 crossings in that area. He would like to keep this all in house with one firm.

Mayor Lansford stated this is an excellent recommendation. Mr. Bunch stated once they find all of the conflicts then there will be a scope for the engineering services next year. Mr. Phelps asked where the

money was coming from. Mr. Bunch stated the wastewater reserves has \$3.5 million, so that's where they plan to take the money from.

Mr. Billington stated at the minimum they will have to be replaced with PVC and concrete incased. Mayor Lansford stated this is one of the biggest projects they have done in decades. They need to be certain they are doing this right.

Commissioner Madrid made a motion to recommend the city commission appropriate funds to begin the scope of work; Mr. Jones seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 6 - Update regarding the Drainage Master Plan

Mr. Bunch stated Molzen Corbin Engineering are back on track and he has a preliminary drainage master plan that they are reviewing. He has concerns with the Ghaffari Pond, but they are discussing that now. He told them they need to discuss the Echols/Purdue area as well. They believe the flooding was caused by the extra development. Lydick Engineering's assessment is that they will have to put in some drop inlets and run them underground to get the water to Dennis Chavez. Mayor Lansford stated this will be a several thousand dollar project to get this corrected.

Mr. Phelps stated they also spoke about the FEMA Flood Insurance and they may be able to eliminate some areas that are currently paying flood insurance.

Agenda Item No. 7 - Discussion and recommendation regarding the cheeseplant effluent pilot project

Mr. Bunch stated Mr. Billington, Mr. Daniel Maes and himself toured the plant 2 months ago. They want to get the water to the city. Mr. Billington has come up with a couple of ideas for this. There will be some cost involved with getting this pilot program started, but may be able to be done through their budget. It will take some extra pipeline above ground.

Mr. Billington stated he has been doing a lot of research and the max phosphorus that can be removed is 40% without chemical addition. They may be able to handle a million gallons from Southwest Cheese, but, it all depends on where and how much is going down the reuse line. Estimates are showing around \$100,000 to start the pilot project. He needs sampling equipment and flow meters so that they can watch this closely. They will need a contractor to come in from Albuquerque to tie them into the existing HTPE pipe.

Mr. Billington stated he has concerns at the WWTP because they have an air ratio system that is not reliable. Twice year they have to put in diffusers and they cost \$70,000 each time. Once he starts Southwest Cheese water they cannot have any interruptions. Mayor Lansford asked how many diffusers there are in total. Mr. Billington stated there are 3,600 per basin. The best chance of making this succeed is to have a system that won't go down.

Mr. Billington stated the first issue they are going to have is with the ponds. They would like to close the north side of the pond. Mr. Phelps asked they would be able to handle all of Southwest Cheese's water. Mr. Billington stated it would depend.

Commissioner Bryant asked Mr. Billington what his recommendation was on the diffusers. Mr. Billington stated he would like to get some quotes and bring it back to this committee.

Agenda Item No. 8 - Update on current projects

City Update

Mr. Kshir stated the 7th Street design is at 99% complete, which is the same as the wastewater reuse project.

Commissioner Bryant asked for an update on the irrigation at Hillcrest. Mr. Bunch stated when the rescuers got into the pond they stirred up dirt from the bottom. As precaution they drained the pond into Ingram Pond. They are waiting of Parks to complete their sprinkler line system upgrades. There is a meeting scheduled with Mr. Phelps, Mr. Dayhoff and himself to discuss filling in pond. At this time there will be no water in the pond.

Clovis Municipal Schools Update

Mr. King was not present to give to the update.

Agenda Item No. 9 - For the good of the order

Mr. Jack Bouter, Oakhurst, has had some issues with utility trailers in his neighborhood. Mr. Bouter, 1309 Oakhurst Rd, stated across from him are three trailers loaded with refuge and junk. One trailer belongs to his lawnmower business. He has been dealing with the problem for 2-3 years. He has worked with the Police Department and Code Compliance. Two of the trailers are licensed and two are not.

Mr. Bouter stated he has researched the city codes and he has a solution to this problem. He would like to declare this a public nuisance as defined in chapter 8.08.01010 in section b paragraph 2. That could be used to have him remove the trailers. He has spoken with Marcus Brice and was told there are regulations that cover recreational vehicles but there are no codes to cover other trailers. He made a draft ordinance.

Mayor Lansford stated he is embarrassed that this problem hasn't been fixed. The current ordinance is more than adequate to remediate this problem. This is one example of many. This is unacceptable and needs to be called out and go to court.

Commissioner Bryant asked if this would fall under code compliance or the police department. Mayor Lansford stated this is gross disrespect for the community and neighbors. They need to write a citation, but he does not manage city employees. Mr. Phelps stated he was not familiar with the specific ordinance, but he will get familiar with it and this will be taken care of.

Mayor Lansford stated they need to start writing citations. They are getting no where with sending certified letters.

21st and Cameo crosswalk

Commissioner Madrid stated on 21st and Cameo there is a crosswalk and traffic does not slow down there. He asked if the crosswalk should come out or if there is a way to fix that problem. Mr. Bunch stated they will take a look at it and bring it back to this committee if they have any recommendations.

Mr. Bunch stated the pheasant run subdivision is planning to build 100 more homes. They are going to have to set up a sewer line system and there is a possibility of putting in a lift station in at the developers cost. That will be a future agenda item. Mr. Billington stated he did not know if it was possible to ask for a specific type of lift station. Mayor Lansford stated they could possibly require a specific quality. He asked if Mark Carpenter was aware of the city wanting a specific lift station. Mr. Billington stated he did tell Mr. Carpenter what he would like to see.

Mayor Lansford stated the next meeting would be at 8:30 a.m., August 23rd.

Agenda Item No. 10 - Adjournment

There being no further business to come before the committee the meeting adjourned at 9:41 p.m.

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, August 30th, 2017**

**Assembly Room
321 N. Connelly
Clovis, NM 88101**

1. Call to Order
2. Roll Call
3. Approval of Minutes of August 2, 2017
4. Discussion/action regarding pilot project for SWC wastewater, Clint Bunch
5. Discussion regarding 2017/2018 residential paving projects, Clint Bunch
6. Discussion and recommendation regarding excessive amounts of debris in city alleys, Clint Bunch
7. Update on current projects
 - City Update, Clint Bunch
 - Clovis Municipal Schools Update, John King
8. For the good of the order
 - Public Works Committee 8:30 a.m., September 27th, 2017
9. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, August 30th, 2017 in the Assembly Room, Bert Cabiness City Government Center, 321 N. Connelly, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Fidel Madrid, District 3
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. Tom Phelps, Interim City Manager
Mr. Russ Backoff, District 2
Mr. Cliff Kuchta, District 4
Mr. Cliff Martin, District 3
Mr. John King, Clovis Schools

ABSENT:

Mr. George Jones, District 1
Commissioner Gary Elliott, District 2

ALSO PRESENT:

Ms. Vicki Reyes, Administration
Mr. Bill Kshir, Public Works
Mr. Durwood Billington, Public Works
Mr. Paul Nelson, Information Technology
Mr. Steven Hewett, Information Technology
Mr. Marcus Brice, Code Compliance
Mr. Louis Gordon, Planning & Zoning
Ms. Debbie Abrego, Southwest Cheese
Mr. David North, Southwest Cheese
Mr. Blake Prather

Mayor Lansford called the meeting to order at 8:33 a.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of August 2, 2017

Commissioner Madrid made a motion to approve the minutes of August 2, 2017 as presented;
Commissioner Bryant seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion regarding pilot project at SWC wastewater

Mr. Bunch stated at the last meeting they discussed a possible pilot program to accept the effluent water from SWC. Mr. Billington stated the cost for option A, which is to replace all diffusers at the plant and includes the pipeline, is \$131,172. Need to add \$6,700 for the tie in. No one in Clovis can do this so they are going to bring in a company from Albuquerque. They cannot get to this for at least a month though. Pipe cost is \$8.75 a foot for an SDR 26 and that price changes daily. They found a supplier that will hold the cost until Friday. The total cost between option A and option B is about \$30,000. The equipment will cost \$350,000 and they are estimating \$150,000 for labor for a total replacement.

Mr. Billington stated after the pilot study the issue will be cost. This is a very expensive process. It will have to be manned 24 hours a day 7 days a week and will double the size of his crew. He can remove about 60% of the phosphorus. Those phosphorus numbers will cause problems in the reuse project, particularly if EPCOR is coming on board.

Mr. Billington stated with the current ordinance the costs are going to start at 600 a day. He did not believe Southwest Cheese was willing to pay those daily costs if this works. They can change the formula and drop the prices, but after discussion they believe those costs are not high enough. They do not have a limit on the permit, yet. The issue is going to be the ponds.

Mayor Lansford stated 50,000 gallons a day is a small amount. Mr. Billington stated he was not experienced enough in phosphorus removal to know what he can do. He does not feel confident saying he can treat a million gallons a day.

Commissioner Madrid asked if they could build a tank to put the phosphorus water in. Mr. Billington stated once EPCOR comes into the picture they will not want phosphorus. They are looking at four ponds they will have to cover eventually. At best he can be ready for the pilot study in 6-8 weeks.

Commissioner Bryant stated he would like to see them get to a point that they can take this water, but he doesn't want it to lead to other problems down the line. He asked Mr. Billington what his recommendation was. Mr. Billington stated the treatment can be done if the money is available. Commissioner Bryant asked if they should try the pilot program first. Mr. Billington stated he would like the opportunity to try, but his only issues are spending \$107,000 and then Southwest Cheese is not willing to pay treatment costs if this works. If everyone is willing to spend that money then they will try to make it work.

Commissioner Madrid asked if the city could use the water from Southwest Cheese to irrigate and inject the clean water into a separate pipeline. Mr. Billington stated they would have to install another pipeline and the cost would be roughly \$600,000 a mile. Mr. Bunch stated they could reuse the pipeline and the diffuser so it would not be a loss of anything, but would be a loss of their time and effort only. Mr. Billington stated they can use the pipeline to pull from the 40 acre lagoon.

Mr. Phelps stated they need the water. They need to stop talking about how they are going to do something and figure out what is going to work for everyone. He asked if Southwest Cheese would be willing to pay for half of the trial. He also asked if they could bring in a consultant to figure out the best way to get this done, otherwise they will just continue to talk about it. Mr. Billington stated they have been talking about this for 12 years. Mayor Lansford stated the pilot project will confirm many things they already know. They have to get the phosphorus down. The long term solution is that they want the water and they need to be honest about the capital and operational costs. They will have to deal with the total package at some point or give it up entirely. He stated they need an engineer to put together a picture of how this will all come together.

Mr. North stated if they keep looking back they are never going to get this done. There has to be a market for the water at the end of it. Unless they can get it to work for both parties he does not know where they are going to go.

Mr. Billington stated once they go to the max design they will be making somewhere around \$36,000 a month income and that will cover part of the costs of the treatment.

Mayor Lansford stated the best suggestion is from Mr. Phelps and that is to ask a consultant to come up with a plan that makes it work. He is not concerned about market prices on pipe. He stated they need to press on with the \$107,000. They need to give something to the city commission so that they can make decision. He asked who the engineer was at southwest cheese. Ms. Abrego stated it was CDM but they are switching over to HDR.

Commissioner Madrid made a motion to move forward with \$107,000; Commissioner Bryant seconded the motion. Mayor Lansford stated at one point they met with two engineering firms. Ms. Abrego stated they have had one engineering firm out of Colorado that is very familiar with their water so that may help. Mayor Lansford stated they could get a task order narrative put together to distribute to a number of engineering firms. Mr. Bunch stated he agreed and they won't know anything until they try. Mr. North stated they will commit 50% as an obligation. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 5 - Discussion regarding 2017/2018 residential paving projects

Mr. Bunch stated the Public Works department has \$300,000 available for residential paving projects across the city. He asked for 5-6 streets prioritized by the committee members and for them to bring these back at the next meeting so they can decide which ones to work on. Mayor Lansford asked if they could let anyone not present know about this.

Agenda Item No. 6 - Discussion and recommendation regarding excessive amounts of debris in city alleys

Mr. Bunch stated this is getting worse around town. Mr. Kshir has the existing ordinance for residential trash collecting and dumping. A lot needs to be changed. They need to get with other cities to see how they are handling this. As of January 1 residents are allowed to dump for free. They are down 10-20% on their man power at all times. They get 500-600 calls a month complaining about debris in their alleys.

Mayor Lansford stated the biggest challenge is that people dump their trash in an alley that isn't their own. He did not know how they deal with that though. If they are caught dumping illegally that needs to be included in the ordinance. He asked if they need to hire a contractor to help with this. Mr. Phelps stated any changes will be tasked to Code Compliance and it is a significant challenge to them. Mr. Brice stated he did not know how to rewrite the ordinance to enforce people dumping behind their house. Unless they see it being done it is next to impossible to enforce. Mr. Bunch stated they run into it all the time.

Commissioner Bryant asked if they could do some public service announcements regarding this. He stated if this problem continues then it will lead to a possible increase in rates for pickup. Commissioner Madrid stated they may need to work out something with county as well. Commissioner Bryant stated they have to get this under control. Mayor Lansford stated they may have to add another sticker stating to report illegal dumping to a specific phone number.

Mr. Bunch stated there are several areas that contradict themselves in the ordinance. Mr. Kshir stated there are items in the ordinance that are contradicting or that they do not do. If they are going to try to enforce what they can they need to have a policies and procedures on how they are going to handle this.

Commissioner Bryant asked if they could put some public service announcements together while they are working on the ordinance. Mr. Phelps stated they could. Mayor Lansford stated the announcement needs to be educational as well. They may want to think about putting in convenience centers for the larger items. Mr. Bunch stated they do have transfer stations in bigger cities.

Commissioner Bryant made a motion to update the ordinance and send it straight to the city commission; Mr. Martin seconded the motion.

Agenda Item No. 7 - Update on current projects

City Update

Sugar Beet Road will be open today. They are patching behind the parking lot side of Cooks. Mayor Lansford stated he wanted them to know how much they appreciate the public works department.

Mr. Backoff asked why it was so hard to get help for public works. Mr. Bunch stated starting pay is a problem. They are the lowest paid. There is also a drug test issue.

Clovis Municipal Schools Update

Mr. King stated they are currently on punch list with 7 projects. The high school rock restrooms are 65% and Parkview is 20% complete. Highland just completed the program statement and are scheduling schematic design meetings in the next week or two. Lydick Engineering, Formative Architecture and Huitt Zollars have all been awarded bids to do various projects. The RFP was due yesterday for the effluent water re-use.

Agenda Item No. 8 - For the good of the order

Mr. Bunch stated Commissioner Madrid was concerned about a cross walk on 21st. They are working on the process. Since it is a 4 lane roadway it is not legal to do that so they are coming up with an idea of a pedestrian island.

The school flasher at the freshman academy should have power shortly. That was an agreement between the schools and the city.

Agenda Item No. 9 - Adjournment

There being no further business to come before the committee the meeting adjourned at 10:02 a.m.

Chairman

SEAL
(ATTEST)

City Clerk

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, September 27, 2017**

**Assembly Room
321 N. Connelly
Clovis, NM 88101**

1. Call to Order
2. Roll Call
3. Approval of Minutes of August 30, 2017
4. Discussion/action regarding paving of Kansas Street, Commissioner Madrid
5. Discussion regarding 2017/2018 residential paving project, Clint Bunch
6. Update on current projects
 - City Update, Clint Bunch
 - Clovis Municipal Schools Update, John King
 - a. Move stop sign at intersection of 14th St and Cameo St. closer to intersections.
 - b. Cross walk striping at schools City Wide
 - c. Old Lockwood Elementary School property
7. For the good of the order
 - Public Works Committee 8:30 a.m., October 25th, 2017
8. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, September 27th, 2017 in the Assembly Room of the Bert Cabiness City Government Center, 321 N. Connelly, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Fidel Madrid, District 3
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. Tom Phelps, Interim City Manager
Mr. Cliff Kuchta, District 4
Mr. Cliff Martin, District 3
Mr. John King, Clovis Schools
Mr. George Jones, District 1
Commissioner Gary Elliott, District 2

ABSENT:

Mr. Russ Backoff, District 2

ALSO PRESENT:

Ms. Claire Burroughes, Administration
Ms. Vicki Reyes, Administration
Mr. Bill Kshir, Public Works
Mr. Durwood Billington, Public Works
Mr. Louis Gordon, Planning & Zoning
Mr. Kevin Musick, Public Works
Members of the public

Mayor Lansford called the meeting to order at 8:34 a.m. and established the presence of a quorum.

Agenda No. 3 - Approval of minutes of August 30, 2017

Commissioner Bryant made a motion to approve the minutes of August 30th, 2017 as presented; Mr. Martin seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 4 - Discussion/action regarding paving of Kansas Street

Commissioner Madrid stated Ms. Romero is present and lives on Kansas Street. Ms. Romero stated this is a dead end road. She asked if they could get it paved or if they could vacate the area from the neighbors house to theirs. Mr. Bunch stated that area was never brought up to city standards so they've always put millings or caliche. Mayor Lansford asked if that had to deal with the original developer. Mr. Bunch stated this is a roadway by K. Barnett's yard. Commissioner Bryant asked how many residents are there. Ms. Romero stated there is her house and she bought the other two lots, plus a trailer and a corner house on Grand and Kansas. She stated every time it rains it makes the ditch worse.

Mr. Bunch stated if the committee approves a chip seal then it will be like any other residential road in town. Commissioner Madrid asked how much that would cost. Mr. Bunch stated it would cost around \$2,500 for a single pen or \$5,000 for a double. Commissioner Elliott asked if a double pen lasts longer. Mr. Bunch stated it does.

Commissioner Madrid made a motion to approve the double penning of Kansas Street and identify other roadways at a future meeting; Commissioner Bryant seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 5 - Discussion regarding 2017/2018 residential paving project

Mr. Bunch stated once he receives everyone's lists they will prioritize it and then bring it back to the committee. There is a bad area in District 1, Hammond. He stated he is going to recommend some of those areas because they will need to be repaved. They have around \$300,000 to spend for all four districts. It will probably be spring before these can be finished. Mayor Lansford stated this is residential only.

Commissioner Madrid expressed his concern regarding the area at Debra. Mr. Bunch said they could chip seal it before the winter. Mr. Musick said they put thermos on Debra. Mr. Bunch said they would not impact his markings.

Agenda Item No. 6 - Update on current projects

City Update

Mr. Musick advised regarding striping they will do some painting by Cooks Truck Stop. As far as crosswalks, they have completed the ones at Lincoln Jackson on Grand, La Casita crossing at Grand, Zia Crossing on Norris, Beta and 12th, and Freshman Campus. They will all be done, but he has been short staffed.

Mr. Bunch stated Mr. Billington would give an update on the wastewater/cheeseplant phosphorus pilot program. Mr. Billington stated they have a purchase order issued for phase 1 for CDM. They have sent the lab data for the last two years to CDM to start their research. The PO has also been issued to tie into the cheeseplant line. Wastewater is nine employees short so they are working 10 hour days and trying to get this finished. They have two prices coming in so they are getting closer. They are trying to get everything finished by the end of November.

Mr. Bunch stated MLK from the railroad tracks to 7th and Sandoval from Grand to 7th just had a walk through and is in the works. That is scheduled for construction sometime next year. Main Street sidewalks from Grand to 4th received more money. They received \$248,000 from the federal government and they cannot use any of that money for the design of the project so he will have to find some funds for that. They have to have the design and certifications completed by June to keep that grant.

Mr. Bunch stated regarding the alley debris they are coming up with ideas. They would prefer that people take their debris to the landfill. Mr. Kshir is going to contact other landfills in the state to see how they handle this situation. Commissioner Bryant asked if they have come up with a press release which was discussed at the last meeting. Ms. Burroughes stated she had drafted one.

Mr. Bunch stated the 7th Street project, phase 1, will go from Norris to Marlene. It will be underground piping and they will release the bid October 6th and it will stay open one month. The pre con for construction will be in December. Mayor Lansford asked if that was relatively new roadway. Mr. Bunch stated this is mostly the drainage part. They only have enough funds at this time to do this much. In 2018 when they receive bond money they will be able to do another phase.

Mayor Lansford stated he had an individual tell him that it would be a good idea if all of the trash vehicles had cameras on them to alert the department that there was debris in the alley. Mr. Jones stated the problem with that is that they don't know where the debris is coming from. He asked what they gain by changing the ordinance because they can't enforce it. Mayor Lansford stated it still needs to be picked up. Mr. Kshir stated they are aware of the debris in the alleys but they are short staffed as well.

Mr. Bunch stated the street department has been out a lot to deal with the flooding. The water at Dennis Chavez was pretty high but the pump is working well and they have not had to shut off the road. He is going to work on making that a permanent system. They are going to proceed with an electrical pump system and run a meter base to make itself sustainable.

Mr. Perry Furgason stated public works does a great job of picking up things in the alleys. He stated he has a number of rent houses and one of the alleys has a lot of potholes. He asked if they could have a self help type of program he would fill the potholes in all of his alleys. Mayor Lansford asked if there were legal concerns for people doing functions that Public Works should be doing. Mr. Bunch stated he would have to talk to city council. He stated the problem he has with that is there are people that could take advantage of the situation. In alleys drainage is a concern and if the material isn't put in at the right elevation this could cause flooding in people's yards. Commissioner Bryant stated the only way he could see this working was for the city to take the material to that particular alley and let someone else spread it. He agreed with Mr. Bunch though that it could cause other problems. Mr. Furgason stated these are all valid points. He stated he would even sign a waiver that the city would not be liable for any injury.

Ms. Burroughes asked if this was something they could implement into the trek for trash cleanup days with city supervision. Mr. Bunch stated four hours on two Saturday's a year is not going to get anything done. Mr. Jones stated it wouldn't hurt to talk to the city attorney just to see what the legal ramifications would be. Ms. Burroughes stated they do allow volunteers at the zoo and they do have to sign a waiver there so this is something that could be done if they work with council. Mr. King stated a homeowner is required to maintain a portion of the alley. They may want to look into that as well. Mr. Bunch stated he understood that to be keeping weeds out of the alley. Ms. Burroughes stated they could ask council and would get back to the committee.

Commissioner Bryant asked for an update on north prince and 209. Mr. Bunch stated the completion date is scheduled for December 2018. Utah Street was built in the county and several years ago the city annexed that into city limits. Mr. Phelps stated he spoke with the district engineer who is frustrated with K. Barnett. They have been fined on several instances and are behind schedule.

Mayor Lansford asked about the status on the Purdue flooding. Mr. Bunch stated they keep him supplied in sandbags to keep the garage from flooding. The water doesn't get to his house, but does get in his garage. He spoke with Chad Lydick and there is not much that can be done that is not going to be

costly. That is part of the Master Drainage Plan. It will take some drop inlets and piping underground to run the water south to the Dennis Chavez area.

Commissioner Bryant asked if they have done anything about the flooding on State Street. Mr. Bunch stated he spoke with Mr. Vela regarding this and they are working on it.

Mayor Lansford stated during the last legislative session Representative Crowder put forth a bill that would allow local citizens in New Mexico to tax themselves on gasoline and dedicate that for infrastructure and roadways. That needs to happen again. They need the ability to acquire more funding to address these types of problems. They need to be more active in supporting that tax.

Clovis Municipal Schools

Parkview Elementary - They have had rain delays.

High School Rock restroom project - Had a three week delay on steel. Hope to have open in another week.

They have made selections with three different firms to start design. The number one project will be the high school parking lot and tennis court.

Highland – they moved into schematic and it is on schedule. Completion of design will be spring 2018.

High School press box is completed.

RFP for water reuse – had 7-8 firms that registered and no one responded on the day they were due. Mr. Bunch asked if there were any comments or requests from Bohannon Huston. He stated he could get Mr. King in touch with them. Mr. Billington stated he was asked by Mr. Snyder to attend a board meeting because he was concerned about pushback with the reuse after what happened at Hillcrest. Mr. King part of the process of the RFP was to identify some of those liabilities. Mr. Billington stated they may want to do some presentations at the board meetings to explain to the parents how reuse works.

When they redid the parking lot at the Freshman Academy the bus lot facing east was further south. He asked if that had been looked at. Mr. Musick stated they would get a line locate and get it moved.

Mr. King stated he has received complaints about the old Lockwood school. The ball field is perfect, but the parking lot is slowly disappearing and the weeds are several feet high. Mr. Bunch stated he has not received any complaints. Commissioner Madrid stated they discussed this at the Parks, Recreation & Beautification Committee meeting on Monday night. Ms. Burroughes stated the playground equipment will be removed and Mr. Dayhoff is going to speak with Mr. Bunch about grading the area.

Agenda Item No. 7 - For the good of the order

Mayor Lansford thanked Mr. Phelps for his service to the city over the last five months.

Mr. Bunch stated they had \$305,000 from the Water Trust Board funding and they discussed putting more pipe for the reuse system, but decided to order a 50,000 gallon storage tank to put at the WWTP. It is a needed item at the plant. Mr. Billington stated they need a little more storage which is why they decided to go this route.

Mr. Musick asked what was going to happen to the large flag pole that is at Lockwood. Mayor Lansford stated the city owns it. Mr. Musick stated he would like to buy it as opposed to it getting knocked down. Mr. Billington stated he could lift it out. Mayor Lansford stated they could look into it.

Mayor Lansford stated the next meeting would be at 8:30 a.m., October 25th.

Agenda Item No. 8 - Adjournment

There being no further business to come before the committee the meeting adjourned at 9:45 a.m.

Chairman

SEAL
(ATTEST)

City Clerk

**CITY OF CLOVIS
PUBLIC WORKS COMMITTEE
AGENDA**

**8:30 a.m.
Wednesday, December 20, 2017**

**Assembly Room
321 N. Connelly
Clovis, NM 88101**

1. Call to Order
2. Roll Call
3. Approval of Minutes of September 27, 2017
4. Discussion and action regarding crosswalks at Cameo and 21st, Kevin Musick
5. Discussion and action regarding striping on Grand between Mitchell and Connelly, Justin Howalt
6. Update on current projects
 - City Update, Justin Howalt
 - Clovis Municipal Schools Update, John King
7. For the good of the order
 - NM Bike Plan, Justin Howalt
 - Public Works Committee 8:30 a.m., January 24, 2017
8. Adjournment

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other 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.

STATE OF NEW MEXICO)
CITY OF CLOVIS) ss.

The City of Clovis Public Works Committee met in regular session at 8:30 a.m., Wednesday, December 20th, 2017 in the Assembly Room of the Bert Cabiness City Government Center, 321 N. Connelly, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor David Lansford, Chairman
Commissioner Gary Elliott, District 2
Commissioner Fidel Madrid, District 3
Commissioner Chris Bryant, District 4
Mr. Clint Bunch, Public Works Director
Mr. Justin Howalt, City Manager
Mr. Cliff Kuchta, District 4
Mr. Cliff Martin, District 3

ABSENT:

Mr. John King, Clovis Schools
Mr. George Jones, District 1
Mr. Russ Backoff, District 2

ALSO PRESENT:

Ms. Vicki Reyes, Administration
Mr. Bill Kshir, Public Works
Mr. Kevin Musick, Public Works
Ms. Barbara Powell, The Lunch Box
Mr. Larry Powell, The Lunch Box
Mr. Dick Gressett
Mr. Bart Bartosiewicz, VFW Post 3280

Mayor Lansford called the meeting to order at 8:36 a.m. and established the presence of a quorum.

Agenda Item No. 3 - Approval of minutes of September 27, 2017

Mr. Bunch made a motion to approve the minutes of September 27, 2017 as presented; Commissioner Elliott seconded the motion, which passed by acclamation.

Agenda Item No. 4 - Discussion and action regarding crosswalks at Cameo and 21st

Mr. Musick stated they had several individuals asking for the crosswalk to be upgraded at 21st and Cameo. Five years ago they looked into this, but it will be a very expensive project. The districting has changed and is no longer in the district of the schools. They had a resident that called several months ago that wants something done and the problem now is that was put in years ago. A lot of criteria has changed since then, along with the traffic flow on 21st. The traffic used to run from 6,000-8,000 vehicles a day and is now up to 20,000. They need to look at three different methods. One is to put a pedestrian island in the left turn lane. The crosswalk would not be where it is located now.

It would have to go back towards the alley to the east or west. If they put an island there they still have to make room for cars to get past the island to pull into the left turn lane. They would also put up flashing lights that have push buttons on them. There would be on the east bound side, one on the west bound, and two on the island. Commissioner Bryant asked if that was similar to what they have at Marshall Middle School. Mr. Musick stated it was a cheaper version. This would cost around \$15,000.

The second option would be to have poles over the roadway similar to what they have at Grand and Davis. They would still run it with buttons and it would cost anywhere from \$18,000 - \$30,000. If they go with the system that they have at Marshall that would cost \$32,000 - \$60,000.

If that crossing is out of district he did not recommend spending that kind of money. They are going to have to appropriate money for the crossings at Parkview, they are looking at reconstructing the crossings at Highland, and there has been some concern about the flashers at the Christian school. He did not know if the school would be willing to participate on putting a crossing at Cameo since it is out of district.

Mr. Howalt asked if the parent that is requesting the potential crossing has a child going to the Freshman Academy or the elementary school. Mr. Musick stated he did not know. Commissioner

Bryant asked if they had any numbers for that area. Mr. Musick stated he did not think anyone really crossed there.

Commissioner Bryant stated when school is not in session they probably have no one crossing there. Mr. Bunch asked if it would stop traffic. Mr. Musick stated one would stop traffic and the other two would warn traffic.

Commissioner Bryant stated he would like to have some numbers on how many people cross that area before they make a decision. Commissioner Madrid made a motion to table this item until the next meeting; Commissioner Elliott seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 5 - Discussion and action regarding striping on Grand between Mitchell and Connelly

Mr. Howalt stated there is a new business moving in on the south side of Grand Street. The parking situation is currently parallel between Mitchell Street to Rencher and further east is both angled and parallel parking. Mr. Musick has some concern about changing to angled parking due to sight distance issues. He does not have a concern with changing it to angled parking from the alleyway and Connelly Street.

Mayor Lansford asked how many current parking spots there were currently and how many would there be with the proposed new parking. Mr. Howalt stated there are currently 6 on each side and they would pick up 2-3 more on each side. Mr. Musick stated years ago it was all angled parking. Deputy Chief Leon Morris and Fire Chief Swenson went to him with all of the accidents on Mitchell. They changed it all to parallel to give it more of a clear zone for emergency vehicles.

Commissioner Madrid asked if they could put parallel parking and have a light put in like the one they have on Norris. Mr. Musick stated any extra thing they put in is going to cost more money. Every unit would have to have an activation button.

Mr. Gressett stated he owns the building across the street and there is a large driveway across from there. He has three garage doors that cannot be blocked. Mr. Musick stated that was on the west side.

Commissioner Elliott asked what kind of business this was going to be. Ms. Powell stated it would be the Lunch Box. Mr. Bartosiewicz asked what the hours of operation were. Ms. Powell stated Monday-Thursday from 10:00 a.m. - 2:45 p.m.

Mr. Musick stated they are going to have to put in handicapped parking as well.

Commissioner Elliott asked if the parking at City Hall was public parking. Mr. Howalt stated it was.

Mr. Musick suggested driving that area before they decide on anything. Mayor Lansford stated if they were going to make it angled parking in front of the city hall parking then they should probably change the parking in front of the VFW as well.

Commissioner Bryant made a motion to approve changing the parking on the south side of Grand Street between the alley and Connelly and the north side of Grand Street between Connelly and the alleyway to angled parking; Mr. Kuchta seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion carried unanimously.

Agenda Item No. 6 - Update on current projects

City Update

Reuse Project

The Water Trust Board approved their application to move to the second part of their application process. That phase goes from Yucca Middle School to Greene Acres and will eliminate 12 more meters from a potable source to the reuse source.

7th Street

The preconstruction meeting is scheduled for January 10th. This is between Ingram Channel and Norris Street. Construction to start January 11th.

Main Street sidewalks

They are under design on the sidewalks between 4th Street and Grand Street which will be replaced. They anticipate going to construction in December 2018.

SWC pipeline extension

The wastewater division has completed the work from the lagoons on the south side and installed pipeline to the headworks. They will have an MOU between Clovis and SWC before the commission in January. They currently anticipate starting the pilot study on January 16th, 2018.

Prince Street north of Llano Estacado

Currently scheduled for completion in April 2018.

US 60/84 between Prince Street and Wheaton

30% design plans are completed. It is scheduled for construction in 2022 and is a \$30 million job.

Prince Street Overpass

This is scheduled for rehabilitation by the state who will start the bidding process in January. The lights for 60/70/84 between Prince Street and Norris Street are included in that.

Clovis Municipal Schools Update

Mr. King was not present to give the update.

Agenda Item No. 7 - For the good of the order

NM Bike Plan

Mr. Howalt stated he was notified by NMDOT who are in the process of reviewing their Bicycle Network Plan. They are trying to establish a plan with roadways that have designated bike routes and are looking for input throughout the state.

Commissioner Bryant stated he has had citizens come to him with concerns about the intersection of 14th and Sycamore. They feel traffic is a problem there with the two-way stop. Mr. Musick stated there have been quite a few accidents there over the years. They can put thermal stop bars. They already have the speed limit to the north at 30 mph. He did not think it would warrant a four way stop because there has to be 500 cars on a major street and 200 on a minor for a consecutive 8 hour period. Commissioner Bryant stated it could help if they just made people more aware of the stop signs. Mr. Musick stated they could put the thermal stop aheads 200 feet prior and could put a 36 inch stop sign. Mr. Howalt asked when the last time was that they counted it. Mr. Musick stated it has been a couple years, but they could recount it. Commissioner Bryant asked if they could pull an accident report on that as well.

Mayor Lansford stated there would be a bond question on the ballot that city staff cannot advocate for. This is a general obligation bond question for \$10 million for roads, \$5 million for the wellness center and \$5 million for a senior center. Politicians, candidates and members of this committee can advocate for this.

Date and time of next meeting

The next meeting will be at 8:30 a.m., January 24, 2018

Agenda Item No. 8 - Adjournment

There being no further business to come before the committee, the meeting adjourned at 9:31 a.m.

Chairman

SEAL
(ATTEST)

City Clerk