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P.O. BOX 706 • DEMING, NEW MEXICO 88031  
POPULATION 14,000

# CITY COUNCIL MEETING

June 13<sup>th</sup>, 2011

4:00 P.M. CITY COUNCIL WORKSHOP

6:00 P.M. CITY COUNCIL MEETING

## AGENDA

Call to Order / Pledge of Allegiance

1. Open Public Hearing for the 2012 Community Development and Planning Applications
  - A. CDBG Progress Report
  - B. Input – General Community
  - C. Close CDBG Hearing
2. Consent Agenda
  - A. Minutes – City Council Workshop and Regular Meeting 05/09/11
  - B. Minutes – Special Council Meeting 05/18/11
  - C. Minutes – City Council Workshop Retreat 05/19-05/20/11
  - D. Minutes – Special Council Meeting 05/27/11
  - E. Minutes – P&Z 05/16/11 (No Quorum)
  - F. Minutes – Airport Commission 05/17/11 (Cancelled)
  - G. Minutes – Park Commission 05/17/11 (Cancelled)
  - H. Minutes – Tourism Development Committee 05/11/11
    - a. Recommendation to accept Wilson-Binkley's 2011-2012 proposal
    - b. Recommendation to approve Local Fund Requests by the Gem & Mineral Society for \$5,470; GADR for \$5,000; and by Luna County Historical Society for \$7,000; and to deny any additional requests
  - I. Minutes – Marshall Memorial Library 05/31/11
3. Public Forum
4. Ratification of Administrative Regulation #DM10-29 Pertaining to Pipeline and Hazardous Materials Safety Administration
5. Ratification of City Administrator's Appointment to Labor-Management Relations Board
6. City of Deming and Fire Fighter's Association Agreement
7. Resolution: Authorizing the Write-Off of Uncollectible Receivables from the City of Deming's Financial Records for the Fiscal Year of 2007
8. Public Hearing: To Consider an Ordinance Amending Title 1, Chapter 11, Section 8C-1 of the Municipal Code Pertaining to Assessment Fees for Traffic Offenses
9. Public Hearing: To Consider an Application for a Transfer of Ownership and Location of a Liquor License Applied for by S&I Enterprises, LLC DBA Gas For Less Food Mart at 120 N. Ruby Ave., and 420 E. Cedar

10. Public Hearing: To Consider the Application for a New Liquor License Applied for by Elma Saenz, DBA El Sinaloense Restaurant located at 920 W. Spruce St.
11. Bids
  - a. Bid #11-18 GIS Mapping Services
12. Closed Session: To Discuss employment contract modifications, pursuant to NMSA 1978 Section 10-15-1 (H) (2) of the Open Meetings Act
13. Adjourn Meeting

The next regular City Council Workshop and Meeting are scheduled for 4:00 & 6:00 p.m., July 11<sup>th</sup>, 2011.

# CITY COUNCIL WORKSHOP MINUTES June 13, 2011

**Council**      **Andres Z. Silva, Mayor**      **William Shattuck, Mayor Pro Tem**  
**Present:**      **Linda Enis, Councilor**

**Absent:**      **Joe "Butter" Milo, Councilor**      **David Sanchez, Councilor**

**Staff**      **Richard McInturff, City Administrator**      **Aaron Sera, Community Svcs. Director**  
**Present:**      **Mary Jo Valdez, City Clerk**      **Edgar Davalos, Fire Chief**  
                    **Richard Kocab, Assistant Treasurer**      **Michael Carillo, Chief of Police**  
                    **Vicki Engle, HR Coordinator**      **Lloyd Valentine, Sr. Budget Analyst**

Mayor Silva and the City Council of Deming, New Mexico held a workshop on June 13<sup>th</sup>, 2011 at 4:00 p.m. to discuss items on the agenda of the City Council Regular Meeting scheduled for 6:00 p.m. the same day.

Mr. McInturff recommended that items a. and b. under the TDC minutes be denied at this point. Mr. McInturff explained that their budget amount is discretionary; adding that he will readdress this with the committee on June 21<sup>st</sup>. Mr. McInturff stated that he will be attending the meeting on the 21<sup>st</sup> to advise the committee on normal procedures concerning budget items so that will be able to make informed decisions on funding requests.

Ms. Engle stated that prior to an inspection in November; a previous version of the City's drug and alcohol policy was approved by City Council. Ms. Engle stated that after the inspection, the City was informed that they wanted specific details including collectors, testing, and medical reviewing officers. Ms. Engle stated that the inspector has reviewed the proposed policy and has approved its contents. Mr. McInturff stated that a separate policy covers all employees; adding that the Gas Department has to follow more stringent guidelines.

Mr. McInturff explained that management's recommendation to appoint Mr. Truax to the Labor-Management Relations Board is normally done in January of each year. Mr. McInturff explained that staff has had a difficult time in receiving an appointment from the union representatives which was done in efforts of having all three members being appointed. Mr. McInturff stated that since staff has been unsuccessful in getting a labor appointment, management is moving forward to appoint the City's board member. Mr. McInturff stated that if the board needs to meet and the labor unions have not yet appointed a member, the Mayor selects a representative in that event and then both board members will appoint a third member.

Mr. McInturff stated that there were few changes to the contract and recommended that Council authorize management to produce the final draft with minor edits as necessary. Mr. McInturff explained the changes to the agreement stating that the definitions on page 2 have been expanded to include Firefighter 1 and 2; and Firefighter Instruction, along with a paragraph citing minimum standards for employment qualifications. Mr. McInturff stated that the word "probationary" was changed to "trial" on page 7; incentives were added for Fire Instructors with a limit on total incentives to not exceed three per employee, and the number of EMS-Intermediate Is were increased to no more than eight for a one year period. Mr. McInturff explained that the Pilot Program, on page 11, was changed from being a trial program to an established program. Chief Davalos stated that the

Pilot Program was implemented on a trial basis as a method to decrease overtime in the department. Chief Davalos stated that two firemen are on call per day which increases shifts staffing availability by two. Chief Davalos stated that since the program was implemented, there have been approximately one call out page every two months for additional personnel.

Mr. Valentine stated that staff is requesting to remove accounts receivable uncollectible amounts from the financial statements for the fiscal year ending June 30, 2007. Mr. Valentine stated that these amounts are not being forgiven. Mr. Valentine stated that ambulance collections have increased since the City went into contract with AeroMed; adding that staff was able to collect approximately \$6,000 from the written off accounts during the first year after the write-off.

Mr. McInturff stated that the public hearing for the proposed ordinance is to address a few items that were missed in the ordinance when it was last amended.

Mr. McInturff stated that there will be two public hearings concerning liquor licenses.

Mr. Sera stated that five bids were received; adding that the lowest bid was received by Daniel B. Stephens in the amount of \$90,910.00. Mr. Sera stated that Mr. Brookey was handling the project and had been in contact with three of the submitting firms. Mr. Sera stated that staff would ensure that Daniel B. Stephens is informed with the scope of work and would recommend Council's motion to include a stipulation that the approval is contingent upon the scope being verified and satisfactory with staff.

With no further business to conduct the workshop was adjourned at 4:33 p.m.

CITY OF DEMING, NEW MEXICO

  
\_\_\_\_\_  
Andres Z. Silva, Mayor

ATTEST:

  
\_\_\_\_\_  
Mary Jo Valdez, City Clerk

# CITY COUNCIL MEETING MINUTES June 13<sup>th</sup>, 2011

**Council** Andres Z. Silva, Mayor William C. Shattuck, Mayor Pro Tem Linda Enis, Councilor  
**Present:** Joe "Butter" Milo, Councilor David Sanchez, Councilor

**Absent:**

**Staff** 1Richard F. McInturff, Administrator Aaron Sera, Community Services Director  
**Present:** Mary Jo Valdez, City Clerk Edgar Davalos, Fire Chief  
Premal Patel, Planner Michael Carillo, Chief of Police  
Richard Kocab, Assistant Treasurer

Mayor Silva led the pledge of allegiance and called the meeting to order at 6:00 p.m.

## **1. Open Public Hearing for the 2012 Community Development and Planning Applications**

Mayor Silva conducted the third public hearing for the 2012 Community Development and Planning Applications.

### **A. CDBG Progress Report**

Mr. Sera read a CDBG progress report into the record. (Attached) The report contained a recommendation from staff for a project to reroute wastewater mains for the north wastewater system from the intersection of Ash and Santa Fe to Pine Street for the Community Development portion of funding; and two planning projects, one to perform a transportation study for solid waste, and another to perform an energy efficiency audit for City fresh water wells. Mr. Sera provided a map for Council depicting the wastewater lines recommended to be rerouted. Mr. McInturff explained that the lines used to run to the river; and are seventy to ninety years old. Mr. McInturff stated that the proposed project would reroute the lines into City right-of-way.

### **B. Input – General Community**

Mayor Silva opened the public hearing for public comments.

Mr. Caldwell addressed Council asking how the reroute and planning studies would benefit the medium to lower income families. Mayor Silva stated that the hearing was being held to obtain public input and. Mr. McInturff stated that the proposed project would save the residents money by keeping utility rates lower since the City is unable to maintain those current lines in the location that they are located. Mr. Caldwell stated that a homeless shelter is needed in Deming.

### **C. Close CDBG Hearing**

With no further comments made, Mayor Silva closed the public hearing.

## **2. Consent Agenda**

- A. Minutes – City Council Workshop and Regular Meeting 05/09/11
- B. Minutes – Special Council Meeting 05/18/11
- C. Minutes – City Council Workshop Retreat 05/19-05/20/11
- D. Minutes – Special Council Meeting 05/27/11
- E. Minutes – P&Z 05/16/11 (No Quorum)
- F. Minutes – Airport Commission 05/17/11 (Cancelled)
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  - a. Recommendation to accept Wilson-Binkley's 2011-2012 proposal
  - b. Recommendation to approve Local Fund Requests by the Gem & Mineral Society for \$5,470; GADR for \$5,000; and by Luna County Historical Society for \$7,000; and to deny any additional requests
- I. Minutes – Marshall Memorial Library 05/31/11

Councilor Enis motioned to pull the TDC minutes and approve the remainder of the consent agenda, second by Mayor Pro Tem Shattuck; carried unanimously.

Mr. McInturff explained that there has been a communication breakdown between City staff and the TDC Committee pertaining to next year's budget. Mr. McInturff stated that budget requests are normally not approved until July when the budget has been approved. Mr. McInturff stated that a TDC Meeting has been scheduled for June 21 to commence at 10:00 a.m. which he would be attending to clarify budgetary procedures for the committee. Mr. McInturff recommended tabling the TDC recommendations and to reschedule them for a later date.

Councilor Enis motioned to table the TDC funding recommendations and reschedule their recommendations for the June 21<sup>st</sup> meeting, second by Councilor Milo; carried unanimously.

## **3. Public Forum**

### **4. Ratification of Administrative Regulation # DM10-29 Pertaining to Pipeline and Hazardous Materials Safety Administration**

Mr. McInturff explained that DM10-29 is replacing one passed in November. Mr. McInturff stated that the City was inspected by the state and was informed that the regulation needed more detail. Mr. McInturff stated that staff added the language for a drug testing program which only applies to Gas Department employees. Mr. McInturff noted contact persons are included on page 40 of the regulation and recommended the ratification of the administrative regulation.

Mayor Pro Tem Shattuck motioned to ratify administrative regulation DM10-29 as presented superseding the previous version dated 11-16-10, second by Councilor Sanchez; carried unanimously.

### **5. Ratification of City Administrator's Appointment to Labor-Management Relations Board**

Mr. McInturff suggested the reappointment of Mr. Truax to the board explaining that the appointment is normally done in January of each year. Mr. McInturff explained that staff has had a difficult time in receiving an appointment from the union representatives which was done in efforts of having all three members appointed. Mr. McInturff stated that since staff has been unsuccessful in getting a labor appointment, management is moving forward to appoint the City's board member. Mr. McInturff stated that if the board needs to meet and the labor unions have not yet appointed a member, the Mayor selects a representative in that event and then both members will appoint a third party. Mr. McInturff recommends the ratification of Mr. Larry Truax to the Labor-Management Relations Board.

Mayor Pro Tem Shattuck motioned to ratify the City Administrator's appointment of Mr. Larry Truax to the Labor-Management Relations Board, second by Councilor Enis; carried unanimously.

## **6. City of Deming and Fire Fighter's Association Agreement**

Mr. McInturff stated that the agreement between the City and the Fire Fighter's Association would be effective from July 1, 2011 through June 30, 2013. Mr. McInturff explained the changes to the agreement stating that the definitions on page 2 have been expanded to include Firefighter 1 and 2; and Firefighter Instruction, along with a paragraph citing minimum standards for employment qualifications. Mr. McInturff stated that the word "probationary" was changed to "trial" on page 7; incentives were added for Fire Instructors with a limit on total incentives to not exceed three per employee, and the number of EMS-Intermediate Is were increased to no more than eight for a one year period. Mr. McInturff explained that the Pilot Program, on page 11, was changed from being a trial program to an established program. Chief Davalos stated that the Pilot Program was implemented on a trial basis as a method to decrease overtime in the department. Chief Davalos stated that two firemen are on call per day which increases shifts by two. Chief Davalos stated that since the program was implemented, there have been approximately one call out every two months for additional personnel.

Councilor Sanchez asked if re-openers are permitted. Mr. McInturff stated that there are re-openers at the end of each year and recommended Council's approval of the agreement allowing management to update Section 1 of Article 14 to reflect the correct date and COLA percentage.

Mayor Pro Tem Shattuck motioned to approve the agreement between the City of Deming and Fire Fighter's Association commencing July 1, 2011 through June 30<sup>th</sup>, 2013 as presented authorizing management to make the corrections to Article 14, second by Councilor Sanchez; carried unanimously.

Mayor Silva thanked staff for their efforts during negotiations; Mr. McInturff recognized Ms. Engle's part in negotiating an agreement.

## **7. Resolution: Authorizing the Write-Off of Uncollectible Receivables from the City of Deming's Financial Records for the Fiscal Year of 2007**

Mr. Valentine stated that staff is not requesting the forgiveness of the uncollectible accounts and explained that staff is only requesting to remove the amounts from the financial statements for the fiscal year ending June 30, 2007.

Councilor Milo asked if ambulance collections were doing better. Mr. Valentine stated that ambulance collections have increased since the City went into contract with AeroMed. Mr. McInturff added that during the first year, staff was able to collect approximately \$6,000 from the written off accounts.

Councilor Enis motioned to approve the resolution authorizing the write-off of uncollectible receivables in the amount of \$377,743.02 for utility and ambulance billings from the City's financial records, second by Councilor Sanchez; carried unanimously.

## **8. Public Hearing: To Consider an Ordinance Amending Title 1, Chapter 11, Section 8C-1 of the Municipal Code Pertaining to Assessment Fees for Traffic Offenses**

Mayor Silva conducted a public hearing to consider an ordinance amending Title 1, Chapter 11, Section 8-C1 of the Municipal Code.

Mr. McInturff stated that the same section was amended last year; adding that there were a few offenses which were overlooked. Mr. McInturff stated that the proposed amendment would address those that were missed last year. Mr. McInturff stated that the offenses which were changed included unfastened safety belt from \$36 to \$51; failure to signal from \$36 to \$41; failure to dim lights from \$36 to \$41; and no slow-moving vehicle emblem or flashing amber light from \$36 to \$41.

Mayor Silva opened the public hearing for public comments.

Mr. Khanbajian addressed Council stating that he is in opposition of any increase to the fines; adding that the community is poor with a 25% unemployment rate. Mr. Khanbajian stated that the increase would only implement a longer stay in jail for violators which would result in higher jail costs causing the tax-payers to pay more money.

**A RESOLUTION AUTHOURIZING THE WRITE-OFF OF UNCOLLECTIBLE UTILITY AND AMBULANCE ACCOUNTS RECIEVABLE FROM FISCAL YEAR 2007 IN THE AMOUNT OF \$ 377,743.02**

The City Council is informed that:

**WHEREAS**, the City has uncollectible utility and ambulance accounts receivable from fiscal year 2007 listed and attached hereto as Exhibit "A", and

**WHEREAS**, the uncollectible amounts consist of balances from utility and ambulance billings, and

**WHEREAS**, City staff has made every reasonable effort to collect these accounts including, but not limited to, turning the accounts over to a collection agency, and

**WHEREAS**, these utility and ambulance accounts have been uncollectible for a period of more than four (4) years, and

**WHEREAS**, it is the opinion of the City's Treasurer that these accounts are uncollectable, and

**WHEREAS**, New Mexico Statute, section 3-37-7 NMSA 1978, attached hereto as Attachment "B", grants the City Council authority to remove such accounts from the City's list of accounts receivable.

**NOW, THEREFORE**, Be it resolved by the governing body of the City of Deming:

(I)

**THAT** the uncollectible utility and ambulance accounts from fiscal year 2007, listed in Exhibit "A" attached hereto and made a part hereof, totaling \$377,743.02, be removed from the City's list of accounts receivable.

(II)

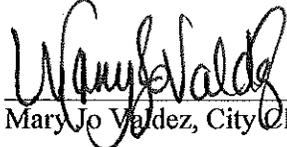
**THAT** the City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

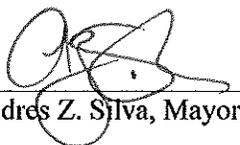
PASSED, ADOPTED, AND APPROVED this 13<sup>th</sup> day of June 2011.

CITY OF DEMING



ATTEST:

  
Mary Jo Valdez, City Clerk

  
Andrés Z. Silva, Mayor

Mr. Foy, City Attorney, stated that the section has been in the state statutes for more than twenty years; adding that the fees are only being increased. Mr. Foy added that officers have the discretion not to cite violators.

Mr. Caldwell stated that he is opposed to the increases because they will not increase the revenue; adding that \$5 means a lot to most people.

With no additional comments, Mayor Silva closed public comments.

Councilor Enis motioned to approve the proposed ordinance amending Title 1, Chapter 11, Section 8 C-1 of the municipal code as presented, second by Mayor Pro Tem Shattuck.

Mayor Silva stated that the change was not significant and questioned why Judge VanGundy wanted to increase the fees. Chief Carillo stated that the offenses which were increased are commonly cited.

The motion to approve the proposed ordinance carried unanimously.

**9. Public Hearing: To Consider an Application for a Transfer of Ownership and Location of a Liquor License Applied for by S&I Enterprises, LLC DBA Gas for Less Food Mart at 120 N. Ruby Ave., and 420 E. Cedar**

Mayor Silva conducted a public hearing to consider the transfer of ownership and location of a liquor license applied for by S&I Enterprises, LLC DBA Gas for Less Food Mart at 120 N. Ruby Ave., and 420 E. Cedar.

Mr. McInturff stated that the current holder of the real estate and liquor license is Vivian Dominguez. Mr. McInturff noted that Mr. Edward Dominguez is present as the agent representing the applicant. Mr. Dominguez stated that the applicant is requesting a transfer of the liquor license which is currently owned by Vivian Dominguez. Mr. Dominguez stated that Mr. Ashraf currently operates the same type of business in Las Cruces. Mr. McInturff asked if Mr. Dominguez knows what will happen to the bar. Mr. Dominguez stated that Mr. Ashraf does not have any intentions, to his knowledge, of operating the bar portion of the establishment. Councilor Enis asked if the land would be sold as well. Mr. Dominguez confirmed that the land would also be sold.

Mayor Pro Tem Shattuck stated that this license is a full license and asked Mr. Foy for his opinion on whether the new owner would still be able to dispense and sell packaged goods with the license at the current location. Mr. Foy said they would still be able to do both with the license.

Mr. McInturff asked for Mr. Foy's opinion on whether Council should place any stipulations on the request in case the new owner wishes to operate the bar. Mayor Pro Tem Shattuck stated that Council could not place stipulations on the license. Mr. Foy stated that the license is a package/dispenser license and that Council could not place stipulations on the use of the license.

Mayor Silva opened up the public hearing for public comments.

Mr. Foy informed Council that they can only deny a liquor license if it will have a detrimental effect on the health, safety, and welfare of the citizens in the community.

Mr. Khanbajian addressed Council and asked if the license would be staying in Deming. Mr. Dominguez stated that as of current Mr. Ashraf will be utilizing the license at the proposed location. Mr. Khanbajian asked if the license was only one or two. Mr. Dominguez stated it was only one. Mr. Khanbajian asked what date the new owner would take over. Mr. Foy stated that the process goes back to the State for final approval or denial.

Mr. Caldwell stating that Mr. Foy is correct, reiterating that Council can only determine whether the license will pose a threat on the public.

Mr. Dominguez stated that the current business has existed for forty years with no absolute issues on the health of the community.

With no further comments, Mayor Silva closed public comments.

Mayor Pro Tem Shattuck motioned to approve the transfer of ownership and location of a liquor license applied for by S&I Enterprises, LLC DBA Gas for Less Food Mart at 120 N. Ruby Ave., and 420 E. Cedar, second by Councilor Enis; carried unanimously.

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ORDINANCE NO. 1215

**A PROPOSED ORDINANCE AMENDING TITLE 1 CHAPTER 11, SECTION 8 C 1  
OF THE MUNICIPAL CODE OF THE CITY OF DEMING, NEW MEXICO**

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEMING, NEW MEXICO:

1. Title 1 of the City of Deming Municipal Code is hereby amended by deleting section 1-11-8C1 in its entirety and replacing it as follows:

1-11-8-C Penalty Assessment Misdemeanor

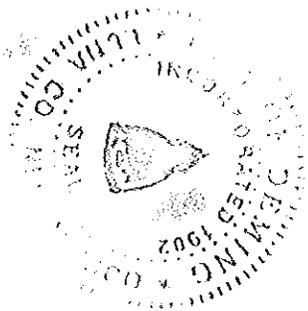
1. Penalty Amounts Assessed: As used in this subsection C, the words "penalty assessment misdemeanor" shall include the following violations of the uniform traffic code and the penalty to be assessed shall be the prescribed dollar figure for each:

<u>Common Name Of Offense</u>	<u>Assessment</u>
Permitting unlicensed minor to drive	\$ 171.00
Failure to obey signal	46.00
Speeding:	
Up to 5 miles an hour over the speed limit	31.00
From 6 to 8 miles an hour over the speed limit	36.00
From 9 to 11 miles an hour over the speed limit	41.00
From 12 to 15 miles an hour over the speed limit	46.00
From 16 to 20 miles an hour over the speed limit	51.00
From 21 to 25 miles an hour over the speed limit	56.00
From 26 to 30 miles an hour over the speed limit	61.00
From 31 miles an hour and higher over the speed limit	86.00
Unfastened safety belt	51.00
Child not in restraint device or seat belt	141.00
Minimum speed	36.00
Improper starting	41.00
Improper backing	41.00
Improper lane	41.00
Improper passing	46.00
Controlled access violation	41.00
Improper turning	41.00
Following too closely	41.00
Failure to yield	41.00
Pedestrian violation	31.00
Failure to stop	41.00
Passing school bus	171.00
Failure to signal	41.00
Failure to secure load	121.00
Operation without oversize-overweight permit	71.00
Improper equipment	36.00

Improper emergency signal	36.00
Operation interference	36.00
Litterbugging	171.00
Improper parking	41.00
Failure to dim lights	41.00
Riding in or towing occupied trailer	46.00
Improper opening of doors	46.00
No slow-moving vehicle emblem or flashing amber light	41.00
Open container – first offense	141.00

The term "penalty assessment misdemeanor" does not include any violation which has caused or contributed to the cause of an accident resulting in injury or death to any person.

**PASSED, ADOPTED, AND APPROVED, this 13<sup>th</sup> Day of June, 2011.**



**CITY COUNCIL, CITY OF DEMING, NEW MEXICO**

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**Andres Z. Silva, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Mary Jo Valdez, City Clerk**

**10. Public Hearing: To Consider an Application for New Liquor License Applied for by Elma Saenz, DBA El Sinaloense Restaurant located at 920 W. Spruce St.**

Mayor Silva conducted a public hearing to consider a new liquor license applied for by Elma Saenz on behalf of El Sinaloense Restaurant.

Mr. McInturff stated that Ms. Saenz, present, is requesting a new license for the sale of beer and wine to be served with meals. Mr. McInturff asked the applicant if they would like to address Council.

Mr. Felix, applicant's son, addressed Council stating that the Sinaloense Restaurant opened in September and that Ms. Saenz would like the license to serve beer and wine to their patrons with their Meals. Mr. Felix stated that the license would allow their business to increase in hopes of providing more jobs.

Mayor Silva opened up the public hearing for public comments.

Mr. Caldwell reiterated that Council can only determine whether the license will pose a threat on the public.

With no further comments, Mayor Silva closed public comments.

Councilor Milo motioned to approve the request for a new liquor license applied for by Elma Saenz, doing business as El Sinaloense Restaurant, second by Councilor Enis; carried unanimously.

**11. Bids**

**a. Bid #11-18 GIS Mapping Services**

Mr. Sera stated that five bids were received; adding that the lowest bid was received by Daniel B. Stephens in the amount of \$90,910.00

Mayor Pro Tem Shattuck asked Mr. Sera to explain what GIS means. Mr. Sera stated that GIS means Global Information System; explaining that the system will GPS all water meters, hydrants, man holes, gas meters, gas, sewer, and water lines and other items. Mr. Sera stated that the system will assist in locating the City's assets as well as with maintenance that is necessary to be performed on these items.

Mr. McInturff stated that staff relies on the memories of employees who have been with the City for quite some time; adding that the system would now place the inventory on a type of mapping system.

Mr. Sera asked Council's approval to allow staff to visit with the Daniel B. Stephens, if awarded, to ensure that they were clear on the scope of work.

Councilor Enis motioned to award Daniel B. Stephens & Associates Bid#11-18 for GIS Mapping Services in the amount of \$90,910 contingent upon staff verifying the scope of work they submitted is satisfactory to what was bid out, second by Mayor Pro Tem Shattuck; carried unanimously.

**12. Closed Session: To Discuss employment contract modifications, pursuant to NMSA 1978 Section 10-15-1 (H) (2) of the Open Meetings Act**

Councilor Sanchez motioned to go into closed session to discuss the modification of employment contracts pursuant to NMSA 1978 Section 10-15-1 (H) (2) of the Open Meetings Act, second by Councilor Milo;

**ROLL CALL/VOTE**

Councilor Enis	Aye
Mayor Pro Tem Shattuck	Aye
Councilor Milo	Aye
Councilor Sanchez	Aye

Motion carried unanimously.

**13. Open Session**

Councilor Milo motioned to go into open session, second by Mayor Pro Tem Shattuck;

**ROLL CALL/VOTE**

Councilor Enis	Aye
Mayor Pro Tem Shattuck	Aye
Councilor Milo	Aye
Councilor Sanchez	Aye

Motion carried unanimously.

Mayor Silva stated for the record that there were no motions made during closed session and that only those items that were stated upon the motion to close were discussed.

Councilor Enis motioned to amend the employment agreement for Mary Jo Valdez for subsection titled Technology in Section 7 of the employment agreement between Mary Jo Valdez and the City of Deming, dated December 13, 2010 stating that by mutual agreement the City shall reimburse Ms. Valdez \$100 per month for business use of the employee's cell phone, second by Mayor Pro Tem Shattuck; carried unanimously.

**14. Adjourn Meeting**

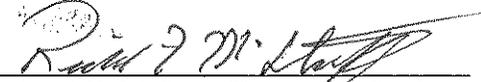
With no further business to conduct, Councilor Enis motioned to adjourn the meeting at 7:26 p.m. second by Councilor Milo; carried unanimously.

The next regular City Council Workshop and Meeting are scheduled for 4:00 & 6:00 p.m., July 11<sup>th</sup>, 2011.

CITY OF DEMING



ATTEST:

  
Richard F. McInturff, Deputy Clerk

  
Andrés Z. Silva, Mayor