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POPULATION 14,000

CITY COUNCIL *Special Meeting*

January 28, 2011

9:30 A.M.

AGENDA

Call to Order / Pledge of Allegiance
Open Special Session

1. Mayor Pro Tem's Appointment to the Economic Development Committee
2. Resolution: To Approve Budget Adjustments for FY 2010-2011
3. Resolution: To Apply for Funding from the Bureau of Reclamation Watersmart Program to Increase the Efficiency and Advance the Automation of the Water System Meters
4. Resolution: To Apply for Funding from the New Mexico Aviation Division for an Airport Fuel Farm Liner
5. Adjourn Meeting

The Next Regularly scheduled workshop/meeting is February 14th, 2011 commencing at 4:00 p.m. and 6:00 p.m.

CITY COUNCIL SPECIAL MEETING MINUTES January 28, 2011

Council Present: William Shattuck, Mayor Pro Tem David Sanchez, Councilor
Joe "Butter" Milo, Councilor Linda Enis, Councilor

Absent: Andres Z. Silva, Mayor

Staff Present: Aaron Sera, Community Services Director Mary Jo Valdez, Deputy Clerk
Edgar Davalos, Fire Chief Laura Holguin, Sr. Budget Analyst
Lloyd Valentine, Sr. Budget Analyst

Mayor Pro Tem Shattuck led the pledge of allegiance and called the meeting to order at 10:00 a.m.

1. Mayor Pro Tem's Appointment to the Economic Development Committee

Mayor Pro Tem Shattuck asked Council to consider his appointment of Mr. Brookey to the Economic Development Committee, stating that Mr. Brookey would provide a valuable insight to the committee.

Councilor Enis motioned to accept Mayor Pro Tem Shattuck's recommendation to appoint Mr. Brookey to the Economic Development Committee, second by Councilor Milo; carried unanimously.

2. Resolution: To Approve Budget Adjustments for FY 2010-2011

Mr. McInturff explained the budget items that needed to be adjusted within the budget. Mr. McInturff stated that the biggest change in the overall budget was the ending cash balance which is up from the amount approved in July which was \$3,759,000 and is now at \$4,857,904. Mr. McInturff stated the expenditures were reduced by \$1.574 million; revenues were reduced \$181,000; and beginning cash balance was up by \$68,000, all changes from the budget that was approved in July.

Mr. McInturff explained the funds that were adjusted as follows:

General Fund – Judicial was increased by \$11,474 due partially to court appointed defense attorneys.

General Fund – Executive was decreased by \$31,442 as a result of debt service principal which was not necessary to be budgeted for this fiscal year.

General Fund – MVD was increased by \$4,852 due to the retention of a contract employee and the rental of equipment for a new software program.

General Fund – General Revenues was increased by \$434,725 due to the increased collection rate for ambulance billing and a paramedic tariff that was adopted. The General Fund Transfers were decreased by \$612,395 due to some project which had already been completed last year as well as the community building fund not being necessary this fiscal year.

General Fund – Finance Department is new and a budget needed to be created at an amount of \$47,276.

General Fund – Parks was decreased by \$3,285 with an increase in land improvements of \$8,000 which will be used for a dog park at the soccer fields.

General Fund – Service Center was decreased by \$205.

General Fund – Police was decreased by \$162,050 due to funding delays which were identified through the Stone Garden grant and a reduction in billing for the care of prisoners.

General Fund – Fire was increased by \$1,341.

General Fund – Ambulance was increased by \$67,071 due to the ambulance billing service which

RESOLUTION NO. 11-04

WHEREAS, the City of Deming, New Mexico proposes to make certain budget increases and decreases; and,

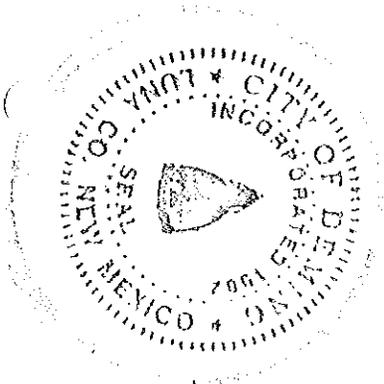
WHEREAS, due to cash reserves being sufficient to cover the proposed increases and decreases; and

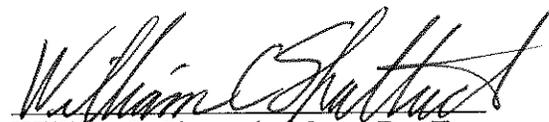
WHEREAS, said monies and expenditures were not included in the 2010-2011 budget; and

WHEREAS, the City Council does request that authorization for the following budget increases and decreases be granted.

THEREFORE IT IS respectfully requested that authorization to make the listed increases and transfers be granted by the Local Government Division of the Department of Finance and Administration.

PASSED, ADOPTED, AND APPROVED this 28th day of January, 2011.




William C. Shattuck, Mayor Pro Tem

ATTEST:


Mary Jo Valdez, City Clerk

was also offset through the loss of an employee to retirement.

Emergency Medical Services Revenues were decreased by \$59,944 as a result of not obtaining two anticipated grants. And the expense ledger was also decreased by \$59,944.

Fire Protection Fund Revenues were decreased by \$411,886 and expenditures were also decreased by \$369,552 due to the structure upgrade which will be done next fiscal year.

Library expenses were decreased by \$8,210 due to a decrease in part time positions.

Lodgers' Tax Promotional expenses increased by \$11,000 due to professional services and road signs.

Municipal Streets Revenues were decreased by \$404,441 due to projects that were incomplete this fiscal year; the transfer of \$225,000 was not needed; and the expenditures were decreased by \$811,762 due to a GRIPII project in which the bid came in lower than anticipated.

Recreation revenues increased by \$2,100; the transfer of \$90,000 will be completed to cover additional expenses; and the expenditures for the fund increased by \$86,217 due to an added expense for the After School Program which totals \$34,433 which was originally budgeted for the 2009-2010 fiscal year. Mr. McInturff stated that due to a miscommunication between school staff and City staff the City was never billed for the funds; adding that the City will pay half of the funding from 2009-2010 this fiscal year and the other half next fiscal year. Mr. McInturff noted the decrease in land acquisition due to the deferment of the walking trail project which has been moved to next fiscal year; adding that the City needs to complete a MAP project before the Trail project can proceed.

Economic Development Center expenditures were decreased by \$719,891; noting a decrease of \$50,000 which was due to a LEDA project proposed for Luna Rossa that didn't go through and a LEDA loan for Border Foods, Inc.

Special Events Center revenues were decreased by \$20,000; and expenditures were also decreased by \$17,900.

Community Building revenues increased by \$398,362; expenditures were increased by \$277,682 for buildings and structures for the ADA doors, HVAC in City Hall, and the Court remodel.

CDBG Comprehensive Plan revenues and expenses were adjusted to reflect actual figures of the completed project.

Mr. McInturff stated that the CDBG GIS Planning funds have been applied for.

Wastewater Treatment Plant revenues were decreased as a result of the PNM Settlement.

Debt Service – Water Tank revenues were adjusted to reflect actual figures.

Debt Service – Fire/Courtroom was decreased by \$67,000 and eliminated.

Cemetery revenues were increased by \$21,350 due to lot leases; a transfer-in is reflected as a result of eliminating the Cemetery Trust Fund; and expenditures were decreased by \$107,857 due to land acquisitions which was budgeted for the expansion of the cemetery which was completed during the prior year and the determent of the columbarium installation until possibly next fiscal year after additional research has been performed to determine which type of columbarium is best suited for the community's needs.

Airport Operating revenues were increased by \$19,285; expenditures increased by \$33,880. Included in the increase is a project to line fuel tanks located at the airport as state requires ensuring proper containment in the event that the tanks should leak.

Cemetery Trust reflects a new transfer-out to close the fund.

Utilities revenues decreased by \$648,000 to reflect actual charges which depends on the price for natural gas; expenses decreased by \$703,535 reflecting an increase in maintenance due to a line break north of town which the City will be reimbursed for after a settlement is reached.

Sewer revenues were increased by \$202,529 partially due to Colonias funds which will assist in extending services to distant areas and a payment from Luna Energy; expenditures increased by \$486,974 which includes liner repairs.

Solid Waste – Landfill revenues increased to reflect Luna County's activities in the services line item. As a result of Luna County activities being listed in services, Mr. McInturff offered an amendment to eliminate the JPA line item of \$85,000. Expenditure increases included funding for a cardboard compactor.

Solid Waste – Collections revenues were adjusted to reflect actual figures.

Water revenues were adjusted to reflect actual figures and expenditures increased to include the purchase of water rights and water lines; equipment funds reflected a decrease which resulted from the SCADA System being moved to next fiscal year.

Mr. McInturff stated that management recommends the approval of the budget adjustments for fiscal year 2010-2011 with an amendment of an \$85,000 decrease in landfill revenues and the approval of the resolution.

Councilor Enis motioned to approve the budget adjustments for fiscal year 2010-2011 as submitted with an amendment of \$85,000 as discussed and approve the resolution, second by Councilor Sanchez; carried unanimously.

3. Resolution: To Apply for Funding from the Bureau of Reclamation Watersmart Program to Increase the Efficiency and Advance the Automation of the Water System Meters

Mr. Sera read the resolution for Council and stated that the resolution is to apply for \$300,000 which will be used to remove utility meters and replace them with upgraded meters which will allow readings to be obtained electronically. Mr. McInturff stated that the new meters will not cover all the meters placed within the City; adding that some of the meters will be replaced with upgraded technological meters.

Councilor Sanchez asked if the high risk meters would be the first to be replaced or if the project would be phased out. Mr. McInturff stated that the area for the start of the project would be determined based on routes. Mr. Sera added that the routes which take longer to compete would be looked at first.

Councilor Milo motioned to approve the resolution to apply for funding from the Bureau of Reclamation Watersmart Program to increase the efficiency and advance the automation of the water system meters, second by Councilor Sanchez; carried unanimously.

4. Resolution: To Apply for Funding from the New Mexico Aviation Division for an Airport Fuel Farm Liner

Mr. Sera read the resolution for Council and explained that the funding would be used to line four existing fuel tanks that are located in a pit at the airport. Mr. Sera stated that the New Mexico Environment Department requires a secondary containment on fuel tanks to hold fuel that may leak. Mr. Sera state that the project would cost approximately \$150,000. Mr. Sera state that the Aviation Division would pay half the cost to line the two tanks which are used by the airport; adding that the City would pay the cost to line the two fuel tanks that are used by the City.

Councilor Sanchez motioned to approve the resolution to apply for funding from the New Mexico Aviation Division for an airport fuel farm liner, second by Councilor Enis; carried unanimously.

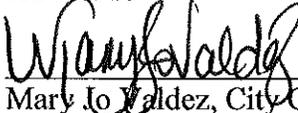
5. Adjourn Meeting

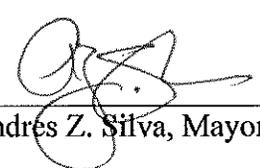
With no further business to conduct, Councilor Milo motioned to adjourn the meeting at 10:27 a.m., second by Councilor Sanchez; carried unanimously.

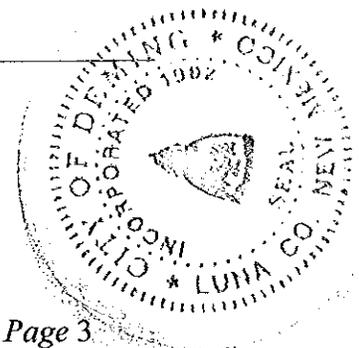
The Next Regular City Council Workshop and Meeting are scheduled for February 14th, 2011 commencing at 4:00 p.m. and 6:00 p.m.

CITY OF DEMING, NEW MEXICO

ATTEST:


Mary Jo Valdez, City Clerk


Andrés Z. Silva, Mayor



CITY OF DEMING, NEW MEXICO
RESOLUTION NO 11-05

**A RESOLUTION TO APPLY FOR FUNDING FROM THE BUREAU OF
RECLAMATION WATERSMART PROGRAM TO INCREASE THE
EFFICIENCY AND ADVANCE THE AUTOMATION OF THE WATER SYSTEM
METERS**

WHEREAS the City's 40 Year Water Plan identifies the domestic water supply as a limited resource and that conservation is an important part of the City's water management strategy; and

WHEREAS the proposed project implements the City's water conservation program by increasing water resource management capabilities; and

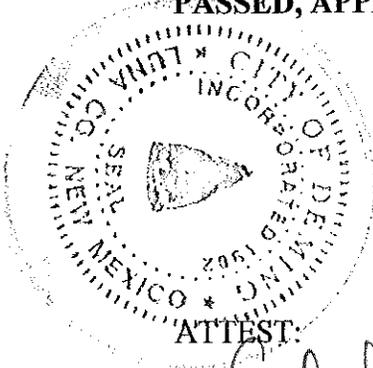
WHEREAS efficient meters will flag extremely high or low readings prompting leak identification and repair and increasing the monitoring capabilities of the system; and

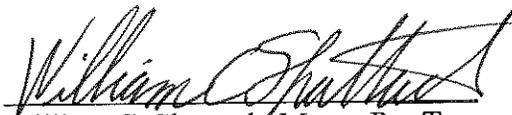
WHEREAS an automated billing system decreases the cost of supplying water to the City's customers; and

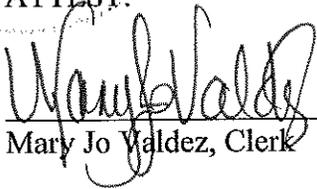
WHEREAS the Bureau of Reclamation is soliciting applications from qualified entities that have valid water conservation and management projects.

NOW THEREFORE BE IT RESOLVED that the City of Deming City Council affirms that a resolution be passed that affirms the City's intent to apply for funding from the Bureau of Reclamation WaterSMART program to increase the efficiency and advance the automation of the water system meters.

PASSED, APPROVED AND ADOPTED THIS 28th day of January 2011.




William C. Shattuck, Mayor Pro Tem

ATTEST:

Mary Jo Valdez, Clerk

RESOLUTION NO. 11-D6

**A RESOLUTION AUTHORIZING ACCEPTANCE OF FUNDING AND AIRPORT AID
FROM THE NEW MEXICO AVIATION DIVISION OF THE NEW MEXICO
DEPARTMENT OF TRANSPORTATION**

WHEREAS, the City Of Deming is seeking NMDOT funding for the Airport fuel farm liner containment for the 2010 project year; and

WHEREAS, this project is contingent upon the receipt of a grant from the New Mexico Department of Transportation Aviation Division for 95% of the eligible project costs; and

WHEREAS, the project is within the City of Deming's jurisdiction, necessary for the public good and convenience, and to serve the public of the City of Deming; and

WHEREAS, the City is committed to appropriating an additional 5% in funds, consistent with the regulations and policies governing the New Mexico Department of Transportation Aviation Division Grant Agreements.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Deming hereby adopts and approves this Resolution, and authorizes the City Administrator and/or the Community Services Director to execute all documents including grant applications and accepting grant offers related to the project and direct staff to take other actions necessary to implement this Resolution and Project.

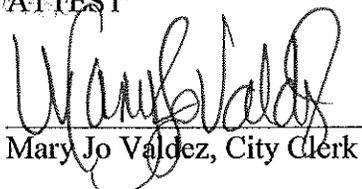
PASSED, ADOPTED, AND APPROVED this 28th day of January 2011.



CITY OF DEMING


William C. Shattuck, Mayor Pro Tem

ATTEST


Mary Jo Valdez, City Clerk