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**CITY COUNCIL MEETING**  
**AGENDA**  
**March 13, 2017**  
**6:00 P.M.**

**Call to Order/Pledge of Allegiance**

1. Consent Agenda
  - A. Minutes – City Council Meeting 02/13/17
  - B. Minutes – Airport Commission Meeting 02/14/17
  - C. Minutes – Planning & Zoning Commission Meeting 02/21/17
  - D. Minutes – Marshall Memorial Library Board Meeting 02/28/17
2. Public Forum
3. Presentation-Early Childhood Coalition-Crystal Pena
4. Approval to Adopt the Pavement Maintenance Plan as a Framework for Future Maintenance of City Streets
5. Approval of Job Description-Wastewater Collection System and Treatment Plant Assistant Operator
6. Approval of a Resolution Approving Application and any Subsequent Agreement Between the City of Deming and the New Mexico Department of Transportation to Provide Municipal Arterial Program (MAP) Funds for Country Club Road Drainage Improvements
7. Approval of Purchase Agreement for Property from Florida Investments, Inc. and Arsen Khanbabaian
8. Administrator's Report
9. Adjourn Meeting

*The next regular City Council Meeting is scheduled for April 10, 2017 at 6:00 p.m.*

# CITY COUNCIL MEETING MINUTES March 13, 2017

**Council Present:** Benny L. Jasso, Mayor  
Joe “Butter” Milo, Councilor  
Roxana Rincon, Councilor  
David L. Sanchez, Councilor

**Council/Staff Absent:** Dr. Victor Cruz, Mayor Pro Tem

**Staff Present:** Aaron Sera, City Administrator  
Bryan Reedy, Community Svcs. Director  
Jim Massengill, Public Works Director  
Jim Foy, City Attorney  
Raul Mercado, Fire Chief  
Bobby Orosco, Police Chief  
Mary Corral, Receptionist  
Cassie Arias, Economic Dev. Coord.

**Recording Secretary:** Lila Jasso, Administrative Secretary

Mayor Jasso called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

## 1. Consent Agenda

Mr. Sera stated that he had no comments on the Consent Agenda and asked for Council’s approval.

Councilor Milo moved to approve the Consent Agenda, as presented. Councilor Rincon seconded the motion; motion carried unanimously.

## 2. Public Forum

- Cassie Arias, Economic Development Coordinator for City of Deming & Miriam Kellerman, FORWARD NM, Program Director-Presentation regarding Health Career Academy
- Laurie Findley, Deming Visitor Center, Deming Luna County Chamber of Commerce, Deming MainStreet
- Christie Ann Harvey, Deming MainStreet
- Bruce Fletcher, 3209 Water Hazard Road

## 3. Presentation-Early Childhood Coalition-Crystal Peña

Ms. Crystal Peña, President of Early Childhood Coalition, introduced herself and the other board members of the organization, Zalenna Piñon, Vice-President, and Ann Chrestman, Secretary. She presented the group’s mission and vision statements. She emphasized that the group’s vision statement is to develop a community-wide system that advocates for early-childhood services for ALL our children so that they will be successful in life. Ms. Peña gave a brief history of how the group began and why. She went on to say that they have been organized since August 2012, when Coop Consulting, a small research, evaluation and planning firm received a grant through the CYFD to identify investment zones in NM to implement home visiting programs and work together as a community. With Luna County

being identified as an investment zone, Coop Consulting contacted HELP-NM and other agencies and organizations to plan an important role to help identify Luna County's issues, as well as working together in creating solutions to address the issues and help implement a home visiting program. She explained that the program helps prepare pre-school children for kindergarten to help them be successful.

Ms. Peña stated that at the end of June 30, 2017, Coop Consulting and UNM Family Development will no longer be participating in the group, due to the grant ending. She stated that both those organizations have been the main funding sources for the Coalition to provide printed material, recruitment outreach trainings, etc., which will put a burden on the group to sustain their interest in our community. She went on to say that they will seek funds to keep the program going and possibly obtain funds to hire an executive director. Ms. Peña reiterated that the program prepares the children as well as the parents to be ready for kindergarten and continue to be successful throughout their school years. Mrs. Ann Chrestman spoke about the subcommittees of the Coalition and how they are trying to get literacy to be fun. Ms. Chrestman stated that they have obtained their 501(c)3 status as a non-profit entity. She went on to speak about how the organization does recruitment and outreach to the community. She mentioned that some of the main barriers to their program is transportation and funding.

Ms. Peña mentioned that the focus of the coalition is to become the main hub for early childhood education to give children and childcare providers the right tools to assist in the learning of young children in our community. With that, she mentioned that the coalition has submitted a letter to the City for funding to assist their program.

Councilor Milo commented on how technology is interfering with learning and communication skills.

A brief discussion was entertained between Councilor Sanchez and the members of the coalition regarding their outreach to childcare providers.

Mr. Sera addressed Mayor Jasso and mentioned that when the budget for this fiscal year was set up, there was money set aside to for miscellaneous funding for certain non-profit groups. He went on to say that since the money has already been set aside, he is prepared to fund the requests of the Early Childhood Coalition and the Health Careers Academy. Councilor Sanchez asked how much would be funded to the organizations. Mr. Sera stated that the total for both is \$1,667.00. He stated that he was going to fund this amount, but if any Council member has any questions, they can contact him.

#### **4. Approval to Adopt the Pavement Maintenance Plan as a Framework for Future Maintenance of City Streets**

Mr. Sera stated that the Pavement Maintenance Plan compiled by Bryan Reedy, is a work in progress to set as framework to move forward for maintenance of the City streets.

Mr. Reedy stated that he did not include a copy of the street map in the plan, but the map in his office, could be viewed anytime. He stated that the current area-weighted average PCI (Pavement Condition Index) of the City is 60 (Satisfactory) with approximately 54% of streets

by area rated as “Satisfactory” or above. He went on to mention that we are on the lower end of “Satisfactory”, so if nothing was to be done with the streets, within 2 years they would be rated “Poor”. He mentioned that the City maintains 267 lane miles. He mentioned that the ultimate goal is to get the PCI to 80 with 100 being new pavement. Mr. Reedy mentioned that any time there is new construction, the street must be brought up to current ADA standards. Mr. Reedy stated that the City has purchased pavement maintenance software to analyze the pavement condition along with the sidewalks and other aspects of the streets.

Mr. Reedy gave a brief description regarding the deterioration of pavement. He explained that the City is working on sealing the streets to avoid having to repave those streets, which is costlier. He also explained the potholes and pothole repair process. He mentioned that in the week prior to this meeting, the City had repaired 253 potholes, compared to the approximately 250 potholes repaired in the previous month. He stated that the additional staff has made a big difference in this increase. Mr. Sera explained that the City hired 4 temporary employees, and other employees from the Parks department and other departments were temporarily moved to the streets department to work on pothole repair.

Mr. Reedy mentioned that they have changed the material they are using for potholes. He stated that the main focus of this plan is to keep the “Good” roads “Good”. He went on to explain the Pavement Condition Assessment and the Deterioration Curves. He also explained that the City of Deming will reclaim the existing roadway and reconstruct the base then add a chip seal over the top. Mr. Reedy stated that 40% of the roads in Deming are “Satisfactory”.

Mr. Reedy concluded with the following, based on the findings of this study, the City staff offers the following recommendations:

- Adopt the PMP as framework for future maintenance of City streets.
- Strive to set in place annual preventative maintenance and major repair budgets to maintain the current PCI long term.
- Refine budgets and work plans as new streets are added to the City inventory (expansion of City Limits)
- Account for construction price inflation when budgeting for future annual road programs.
- Coordinate Public Works utility upgrades and repairs in advance of projected road construction projects.
- Perform pavement coring and field inspection to develop the appropriate maintenance and repair strategies before proceeding to construction.
- Update the PAVER database regularly when streets are transferred to the City or annual work is being performed.
- Perform City-wide pavement condition inspections (every three to five years) in conjunction with the preparation of subsequent five-year capital plans.

Mr. Reedy then referred to the appendix of City streets and the schedule of sections of these street repairs. Mr. Sera asked Mr. Reedy how many miles of streets have been repaired this year. Mr. Reedy stated that they have repaired approximately 21 miles of road, to include scrub seal and fog seal. There was a brief discussion regarding the PCI calculation and field inspections.

Councilor Sanchez recommended advertising this plan to let the public know what the City is doing in regards to the pothole issues. Mr. Reedy stated that the City plans on doing some outreach to get this information to the public. Councilor Milo commented that this is a good start and show a plan is in place. Mr. Sera stated that this plan will help the City budget properly for the maintenance of the streets. He also mentioned that the maintenance of streets was neglected in the past.

Mr. Reedy stated that the City is looking at repairing 30-35 miles a year, under this plan.

Councilor Milo moved to adopt the Pavement Maintenance Plan as a framework for future maintenance of City streets. Councilor Sanchez seconded the motion; motion carried unanimously.

**5. Approval of Job Description-Wastewater Collection System and Treatment Plant Assistant Operator**

Mr. Sera stated that the wastewater plant operator has resigned and the City has moved another employee who is very familiar with the operations of the wastewater plan. He went on to say that the only difference is that this person does not have all the certifications that are needed. Mr. Sera stated that this job description was compiled to compensate this individual for the additional duties he has been performing. Councilor Sanchez asked if the City will be looking for an individual who is certified or trying to get someone in house to get certified. Mr. Massengill stated that they will be looking in house as there has been some interest.

Councilor Sanchez moved to approve the job description of Wastewater Collection System and Treatment Plant Assistant Operator, as presented. Councilor Rincon seconded the motion; motion carried unanimously.

**6. Approval of a Resolution Approving Application and any Subsequent Agreement Between the City of Deming and the New Mexico Department of Transportation to Provide Municipal Arterial Program (MAP) Funds for Country Club Road Drainage Improvements**

Mr. Reedy read the resolution into record.

Councilor Sanchez asked for clarification of the scope of the project. Mr. Reedy stated that the draining project will remove water from Olive Street back to the north and take it back into the golf course. He went on to say that the total estimated amount is \$188,000 and the City's obligated match would be 25% of that.

Both Councilor Milo and Mayor Jasso agreed that this area needs attention.

Councilor Milo asked if this would be for next fiscal year. Mr. Reedy confirmed that it would.

Councilor Sanchez moved to approve a resolution approving application and any subsequent agreement between the City of Deming and the New Mexico Department of Transportation to provide Municipal Arterial Program (MAP) funds for Country Club Road drainage

improvements. Councilor Rincon seconded the motion; motion carried unanimously.

#### **7. Approval of Purchase Agreement for Property from Florida Investments, Inc. and Arsen Khanbabaian**

Mr. Sera stated that the original purchase agreement was inaccurate in that there was a change in the square footage of the original agreement because of the survey. He went on to say that when this agreement was previously presented, the motion stated that the agreement could be modified except for the purchase price. Since the purchase price is changing, that is why it is being presented again. Mr. Sera stated that the purchase price will not be \$171,073.50, not including closing costs, and noted that the property recently appraised at over \$270,000, which the owner is being fair on his asking price as he understands the needs of the community and the City's budget. Mr. Sera mentioned some requirements that are part of the agreement, including installation of a sewer line and an easement. Mr. Sera mentioned that if Mr. Khanbabaian would choose to develop that land in the future, there is a waiver of connection fees if it is done as part of an economic development plan.

Councilor Rincon moved to approve the purchase agreement for property from Florida Investments, Inc. and Arsen Khanbabaian. Councilor Sanchez seconded the motion; motion carried unanimously.

#### **8. Administrator's Report**

Mr. Sera reported the following:

- Working on farm leases and water right leases to Billy the Kid Produce
- Reviewing employee evaluations
- Visited with Representative Sweetser at the Silver Spikes meeting in Santa Fe.
- NMCAP Entity-Mayor Pro Tem Cruz has been receiving several emails regarding their opposition of the diversion project. He explained the JPA in which it states that money must be spent on NM unit. He gave a brief explanation of the diversion project and barriers they are facing.
- Working with County Manager, Ira Pearson, regarding the shooting range and the skate park. They are speaking about the Multi-Services Agreement of partnering on certain projects.
- Would like to recognize Sherry Knoop in regards to the comment from the gentleman who mentioned her and her trash pick-up efforts in the Public Forum.
- He urged the Council to read HB412 regarding taxes which has a huge effect on municipalities. It will reformulate the gross receipts tax distribution.
- He mentioned the NMML District 7 meeting to be held in Deming on April 6<sup>th</sup> at the Mimbres Valley Special Events Center. He mentioned HB174 regarding the election,

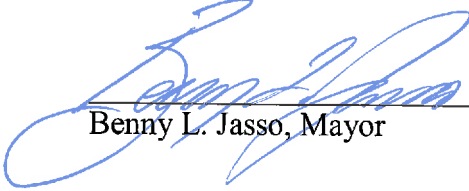
and briefly discussed how it would affect the current elected officials whose term would expire in March 2018.

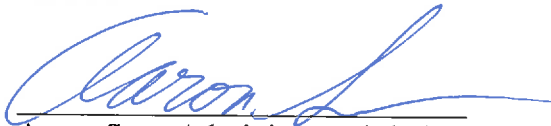
**12. Adjourn Meeting**

With no further business to discuss, Councilor Sanchez moved to adjourn the meeting. Councilor Milo seconded the motion; motion carried unanimously. Meeting adjourned at 7:44 p.m.



**CITY OF DEMING, NEW MEXICO**

  
Benny L. Jasso, Mayor

ATTEST:  
  
Aaron Sera, Administrator/Clerk

**CITY OF DEMING, NEW MEXICO  
RESOLUTION NO. 17-13**

**A RESOLUTION APPROVING APPLICATION AND ANY SUBSEQUENT  
AGREEMENT BETWEEN THE CITY OF DEMING AND THE NEW MEXICO  
DEPARTMENT OF TRANSPORTATION TO PROVIDE MUNICIPAL ARTERIAL  
PROGRAM (MAP) FUNDS FOR COUNTRY CLUB ROAD DRAINAGE  
IMPROVEMENTS**

**WHEREAS**, the City of Deming is applying for Municipal Arterial Program (MAP) Funding from the New Mexico Department of Transportation for project development, design, construction, and construction services for Country Club Road Drainage Improvements; 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 New Mexico Department of Transportation is soliciting proposals for its FY 2017/2018 Municipal Arterial Program that requires at least a 25% local funding match; and

**WHEREAS**, the New Mexico Department of Transportation requires approval of an agreement for the City to obtain MAP Funds for this project.

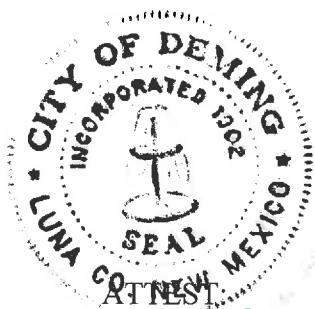
**NOW THEREFORE, BE IT RESOLVED** that the Governing Body of the City of Deming does hereby determine and resolve as follows:

1. That the project application for MAP funding be prepared and submitted for the project development, design, construction, and construction services for drainage improvements on Country Club Road from Poplar Street to Olive Street.
2. That the Mayor, City Administrator, Community Services Director, or his successor, is authorized to execute any subsequent agreement.
3. That staff is directed to take such other actions and execute other documents as may be necessary to implement this Resolution.

**PASSED, ADOPTED, AND APPROVED** this 13<sup>th</sup> day of March, 2017.

CITY OF DEMING, NEW MEXICO

By:   
Benny L. Jasso, Mayor



  
Aaron Sera, Clerk