

# CITY COUNCIL SPECIAL MEETING

July 14, 2017

1:30 p.m.

Mayor Pro-Tem Frank F. Ortega called the Special Meeting of the Belen City council to order at 1:32 p.m. Roll Call taken by Leona Vigil, City Manager.

**PRESENT:** Councilor David Carter (*Entered meeting at 1:38 pm*)  
Mayor Pro-Tem Frank Ortega  
Mayor Jerah Cordova (*Entered meeting at 1:34 pm*)  
Councilor Darlene Aragon  
Councilor Wayne Gallegos

**CITY MANAGER:** Leona Vigil

**DEPUTY CITY CLERK:** Brian McBain

**OTHERS:** See attached Sign-in Sheet

## PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Ortega led the Pledge of Allegiance.

## APPROVAL OF AGENDA

Mayor Pro-Tem Ortega asked for a motion to approve the agenda. Councilor Aragon made a motion. Mayor Pro-Tem Ortega asked for a second. Councilor Gallegos seconded the motion.

Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Darleen Aragon	Yes	
Councilor Wayne Gallegos	Yes	Motion Carried

## DISCUSSION WITH POSSIBLE ACTION

### **APPROVAL/DISAPPROVAL OF A RESOLUTION FOR COMMUNITY CLEAN UP PREVENTING FLOOD DISASTERS**

Councilor Ortega presented this resolution to the Council, feeling that given the flood situations with the arroyos in the area, it is vital that the city help in this clean up and use its resources available, helping to prevent flooding in the future, especially with the monsoon season in full force. This action by the city will help in the prevention of flooding, protecting the public, their property and the school areas, ensuring debris and other materials will not block the drainage within the culverts. This resolution will specifically cover the community clean up event, organized by Felicia Garcia, to be held at the "B" on July 15, 2017 at 5:00 am.

City Manager, Leona Vigil, read the Resolution for the record, explaining how this resolution will help all citizens of Belen, ensuring the city will be taking action, to stay proactive, of any flooding issues.

Mayor Cordova asked for a motion. Councilor Ortega made a motion to approve. Mayor Cordova asked for a second. Councilor Gallegos seconded the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Darleen Aragon	Yes	
Councilor Wayne Gallegos	Yes	
Councilor David Carter	Yes	Motion Carried

**\*Resolution Number 2017-17\***

## DISCUSSION ITEMS

### **ON-GOING AND PENDING CITY PROJECTS**

Bertha Flores announced the list of vendors that will be attending the first ever Senior Health Fair which will be taking place on September 28, 2017. Given that 57% of the population within Valencia County are seniors, we will be focusing the vendors that will benefit this population. As of now there are 220 volunteers with a combined volunteer time of 6,000 hours. Bertha hopes that the Fire Department and Police Department will be attending, there will also be lunch provided to all seniors for \$1. This event will be marketed on Facebook, the News Bulletin and flyers within the county area. Councilor Ortega wanted to ensure that this event will be put on the calendar. Councilor Gallegos stated that this will be a great thing for the seniors, especially as it relates to all the healthcare vendors that will be present, it will be great information.

Leona Vigil presented the reasoning for this discussion, Ms. Vigil is requesting feedback from the Council on how to proceed on these specific projects to ensure that resources are being utilized effectively and efficiently moving forward.

#### Fire Station

John Pate from Molzen-Corbin presented the results of the Fire Station Study that was conducted by Environmental Engineers, who tested the soils in the construction area. There were no underground tanks found, however, there was some slight contamination from containers that had been buried in that location previously. All soil levels were acceptable, the areas that were slightly higher, will be paved in the plans, and the other area that contains some slight contamination is directly under the new fire station plans, which can be dealt with during construction. One way to deal with this is to remove the soil, however, this would be the least cost effective way, instead what may be acceptable is to put an industrial grade covering, which has been approved and accepted by the environmental department, between the structure and the ground, which will also allow ventilation and less liability of future contamination. Possibly, if the dirt is moved, it could cause contamination to other surrounding areas, including the water, so the industrial cover may be the best option. The cost of the industrial cover is typically sold per square foot, which will need to be adjusted in the cost. Dirt that is removed for construction, will need to be dealt with accordingly considering the slight contamination. Mr. Pate suggested that members of the City, Molzen-Corbin and the Environmental Engineers consultants meet to discuss this further and determine the best method to start construction of this new Fire Station. The meeting will take place on Monday, 7/24/2017 at 2pm in City Hall, at that time cost, timelines and other information will be reported.

Dale Tafoya presented updates on the current Public Works Projects:

#### Vivian Fields Project

Have \$475,000 to cover this project and \$415,000 is from Capital Outlay, this money will cover the engineering plan, sidewalks, ADA parking, and the concession buildings 24'x 28' including restroom and shade structure. If there is any money left over, the money can then be used to buy items for the park itself. Bidding for this is estimated to start in September 2017, with the estimated start of construction in late October to November 2017 after the little league season, completion of this project will be by March 2018 in time for the beginning of the Little League Season.

#### Well #5

Project is underway and drilling is occurring 24/7, project is scheduled to be completed by November 2017 (120 days).

#### Water Meter Project

Bids being accepted on Tuesday 7/18/17, scheduled to be a 260 day project, 3,200 meters will be serviced with 50% of meter boxes to be replaced also, and this project is scheduled to start in September 2017, should be completed by May 2018.

#### DC Sewer Line Project

Project is set to start next week, mobilization of all equipment will be stored at the Water Shop on 4<sup>th</sup> & Main St, Councilor Ortega suggested that we must calculate the rates for this, while Dale stated that they would rather charge Dennis Chavez the same as Rio Grande based on the specs. Sewer Ordinance itself should be ready in late September, within 60 days from now, for public hearing with consideration by the Council in October, this project itself has started and is scheduled to be completed in December 2017. Phase II will take place once we get orders for the residents in the

area that may want to connect to this installed sewer line, but the cost will solely be up to them to cover. Councilor Gallegos suggested possibly looking into grants that would help citizens cover the cost to hook up to this sewer line.

#### De Soto or 7<sup>th</sup> & Gilbert Drainage

We are in preliminary planning for De Soto and 7<sup>th</sup> & Gilbert, if the budget permits, we could start work in November 2017 with a 120 day completion date estimated in May 2018. However, originally the money was budgeted for 7<sup>th</sup> & Gilbert, so once the planning is complete, the Council must decide which one of these areas will get attention. 7<sup>th</sup> & Gilbert is the current priority for this monetary allocation, if money is left over, or more funds present themselves, we can then work on De Soto.

#### Martha Jean

This says it is a \$980,000 project, however, estimates are now closer to \$1.2 million for repairs and improvements to water, sewer and drainage, and MAP funds will be used. It is easier to do the project as a whole, then to go back and do parts of it, making this way more cost effective. Construction start date is scheduled for October 2017 with 240 days to completion in July 2018, this will also be affected by the new sewer ordinance because of the grinder pumps.

#### East Ross/Campana

This is scheduled to start in December 2017, which will include water, sewer and paving in the area with no sidewalks. Project will take about 180 days with completion in June 2018, this is not self-funded, and this is instead a loan.

#### Barboa St.

This is a big issue for some residents, however due to some funding concerns, this should start around July of 2018, this project will be for drainage and paving, the engineering for this is getting done now, so this should be ready when it is time to start.

Roseann Peralta discussed all the budgeting and finance specifics for these projects, ensuring that all projects are accounted for and allocated within the current budget.

#### Sidewalks

Tommy Flores presented information on the sidewalks project. Tommy stated that he will start on the middle school Monday, then move to Wisconsin/De Soto, then Jose Gallegos Mini Park, then Rosedale Circle, the 5<sup>th</sup> Street area, and then the old road by Aragon/Tafoya. Tommy stated that there was an issue with the tree at the middle school, which is breaking lines as well as sidewalks. Mayor Cordova would like to preserve the landscape easement in that area for future use. Dale Tafoya also stated that we will need to comply with ADA standards when completing these sidewalks. Dale recommended that we meet with the schools to get some input on how they may want this area landscaped. Tommy stated that having trees in those areas would cause some issues because the main water line runs along the sidewalk and rooting would cause line breaks. Mayor Cordova suggested still making an area so that trees can be planted in the future within the landscape easement. Dale also stated that a drive pad would need to be placed in a certain area also, which is why we would need to meet with the schools to ensure they get what is needed. Mayor Cordova suggested putting ash trees in the area, because they have deep roots which could cause less damage to the water lines.

#### San Lorenzo/La Luz

Steve Tomita discussed the project and noted the strict grant restrictions that could cause issues with the properties located on these streets, Dale Tafoya then presented solutions to these problems, however, the Council could not use the CDBG grant if they decided to move in this direction, this project would then have to be self-funded for about \$770,000, which would include new infrastructure, paving and roll-off sidewalks with an estimated start date of May 2018. Steve Tomita advised that the deadline to return the money was fast approaching and a decision needed to be made on what direction the Council would go concerning this project, therefore, the Council decided to add this item to the agenda for the Regular Council meeting taking place on July 17, 2017, the item will be discussed at that time.

#### Aragon Rd. Phase II

Steve Tomita stated that the design will be completed in 2018 and construction is estimated to start in 2021, we will need to check on all right of ways before construction start, this should be addressed in the design.

### City Buildings Lease Information

Leona Vigil presented information on the leases of city buildings that were found in the last audit finding issues with the current lease rates being non-compliant with the States anti-donation clause. Brian McBain stated that the leases must be adjusted and a charged at a fair market value. The leases in question are for the Art League, the Food Bank, Tix for Kids and El Camino Housing. Mayor Cordova advised that the leases must change, we need to redraft these leases and move forward with meeting with the tenets to get this completed and up to audit standards. Leona Vigil also stated that we cannot pay for any utilities at all in any case. Councilor Gallegos also advised that he thought the Camino Housing Authority was exempt from any lease payments because they are a government entity.

### Belen Water Tank

Roseann stated that we are just waiting for a cost estimate to get services done on the tank. Mayor Cordova asked for their information so that he can call and get things moving on this project, all that we want done is to get this structurally safe and painted.

### Dahl Sheep

Mayor Cordova asked that we have a meeting with the representative, the city and the schools to get this resolved. Councilor Gallegos stated that this was already taken care of and Councilor Carter stated that basically we can call a meeting with the schools and Mr. Chavez, the City can then officially take the stance that the City will not move forward with this and will defer this to the schools if they wish to take this on.

### Dalies Diagonal Parking

Tommy Flores stated that the street is not wide enough to continue with this project, you need 25 feet and we will not have enough room to get this done. Mayor Cordova understood this request and said that this project can be left alone at this time.

### North Belen Interchange

Mayor Cordova would like to continue with determining what funding will be needed, the vision is to use this to help Belen grow, and this could then be set as a revenue bond, which we should pose to the voters. Mayor Cordova directed the staff to see if this can be put on the ballot in March, with just a question to determine if the citizens of Belen want this to be done into the future, Councilor Gallegos concurred with this decision. Councilor Carter stated that if we are investing in this, he would like to see some of this money returned in some way, given this is federal property. Councilor Ortega stated that he was fine with this project, however, we do not want to hurt our funds because the citizens, and then the employees come first before we commit to more projects like this, we must get more of a push for investments in this city.

### Video Wall

Leona Vigil stated that the IT Committee should only be an advisory committee and all final decisions must be approved by the Council. Mayor Cordova suggested that we cut back on the size of this current video wall, redistributing the screens to other departments that can use them, maybe leaving four currently in the chambers, this came from the TIFF fund at about \$70,000 which is something that Mayor Cordova does not support. Councilor Gallegos said that he felt that this video wall was for the citizens' use, ensuring that what the Council sees, they also have the opportunity to see things live. Roseann stated that we are currently waiting on the software to get this operational. Councilor Carter and Councilor Aragon stated that they would like to try this out first before it is dismantled. Mayor Cordova is considering bringing the TIFF ordinance back to the Council to either repeal or revise with safe guards. Councilor Gallegos stated that the issue may be with the control of this money, to ensure that this money is spent correctly on IT issues.

### Magistrate Relocation Study

Leona asked for clarification on how this would work so that all the Council is aware of the process. Mayor Cordova stated that we would buy or build a building and they would guarantee a lease to us for about 20 to 30 years, we would invest in the building and the lease would then eventually cover the cost. Councilor Ortega stated that he was under the assumption that they would lease the Adelante building in other places. Mayor Cordova said that we are still waiting on the study to be completed itself, once this is done we can then discuss further.

Aragon Properties/Street Information

Steve Tomita said that we are still waiting to meet with the State of New Mexico and DOT determining what will be designed as historical building and districts. Councilor Gallegos advised to be careful with this because maintaining historical areas can be very expensive to the City itself. Mayor Cordova stated that we need to have this meeting, go into negotiations, and try to meet our parameters. Councilor Gallegos stated that this needs to move so that the threat of losing federal funding does not occur and we keep the promises that were made from mayors of the past.

Business Center Information

Steve Tomita stated that we are not getting any responses in promoting this center as an incubator, however, he will also start to promote this a bit more in different ways, such as events, however the concern is the parking, he also thinks that maybe we could use this as a supplement to city hall offices. Leona stated that she had planed on possibly moving public works to that building, making room in city hall for other offices and staff. Mayor Cordova said that we need to pitch for state or county offices to be utilized in this center, any government offices would be great in this center.

Newly Bought Chipper

Leona stated that this will be exchanged for other equipment that can be used. Appraisal will be done soon and the offer on equipment will then be completed by this fall, must be used for community services/resources. Mayor Cordova would like to see an RFP done to have a contracted, on call service to come and take care of the green waste and Leona Vigil suggested charging a bit more to dump green waste, in order to pay for contractor services.

Willie Chavez Park

Mayor Cordova would like this annexed by October 1<sup>st</sup> which would allow us to provide police and fire services if needed. Councilor Ortega was concerned at the cost of another park, asking how we would afford this task. Mayor Cordova said that we are not going to own the park, so costs and maintenance could be negotiated in the contract with MRGCD. Councilor Carter also stated that the schools and other groups would be able to volunteer and maintain the parks itself. Steve Tomita will approach for annexation.


ADJOURNMENT:

Mayor Cordova asked for a motion to adjourn today’s Special Council Meeting. Councilor Carter made a motion to adjourn. Councilor Aragon seconded the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Darleen Aragon	Yes	
Councilor Wayne Gallegos	Yes	
Councilor David Carter	No	Motion Carried



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Brian McBain, Deputy City Clerk



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Jerah Cordova, Mayor