BELEN CITY COUNCIL REGULAR MEETING
May 7, 2018
6:00 p.m.

Mayor Jerah Cordova called the Regular Meeting of the Belen City Council to order at 6:01 p.m. Roll Call taken by Brian McBain, City Clerk.

PRESENT:	Councilor Frank F. Ortega Mayor Pro-Tem David Carter Mayor Jerah R. Cordova Councilor Ronnie Torres *(entered meeting at 6:22 pm)* Councilor Wayne Gallegos
CITY MANAGER:	Leona Vigil
CITY CLERK:	Brian McBain
REPORTER:	Clara Garcia, VC News Bulletin
OTHERS:	See attached Sign-in Sheet

PLEDGE OF ALLEGIANCE
Mayor Cordova led the Pledge of Allegiance.

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

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

APPROVAL OF MINUTES
Mayor Cordova asked for a motion to approve the minutes dated April 16, 2018 as presented. Councilor Ortega made a motion. Mayor Cordova asked for a second. Councilor Gallegos seconded the motion.
Roll Call Vote:

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

Mayor Cordova asked for a motion to approve the minutes dated April 17, 2018 as presented. Councilor Gallegos made a motion. Mayor Cordova asked for a second. Councilor Ortega seconded the motion.
Roll Call Vote:

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

Mayor Cordova asked for a motion to approve the minutes dated April 26, 2018 as presented. Councilor Ortega made a motion. Mayor Cordova asked for a second. Councilor Carter seconded the motion.
Roll Call Vote:

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

PUBIC COMMENTS

Mayor Cordova asked if there was anyone with a public comment.

Tristan Cervantes: I am a senior at Belen High School, I just want to say the construction of the gas station is awesome, beautiful idea and I think it is going great.

There being no other public comments, this portion of the meeting was closed.

DISCUSSION WITH POSSIBLE ACTION (1)

APPROVAL/DISAPPROVAL OF A RESOLUTION OFFICIALLY DECLARING THE NEW FLAG DESIGN, NEW CITY MISSION STATEMENT, NEW CITY VISION STATEMENT, NEW CITY MOTTO AND CITY NICKNAME.

Mr. Brian McBain, Belen City Clerk, advised that when we met at our summit, the Council discussed the vision, mission, motto and nickname for the city, this was combined in a resolution with the current city flag, bringing this to the Council to get any public comment or discussion so that these new things can become official. Mr. McBain then read the proposed resolution for the record as presented. Councilor Ortega advised that is was time that the City of Belen had their own flag, I am not sure how many have seen this, but this is the proposed official flag for the city, it has the Zia with the Star of Bethlehem. We have never had an official flag, and everyone has had one, the City of Belen has been founded since 1740, so we also put this in, Mr. Rende helped us design this, it was not easy, we started this two years ago, I would like to thank everyone for this, which should now be the official flag of Belen and will fly over the VA Memorial Park. Councilor Gallegos advised that the Hub City has been around for a while, but we want to renew this as the nickname, making sure we have our mission statement aligned and let's get ready to get on the move, we are headed in the right direction, this is a part of the elements needed to continue moving the city, it makes me proud of the crowd that we have here tonight for what is on the agenda to be able to hear this. Councilor Ortega also advised that an elementary student at Jaramillo School second grader Ramon Vallejos, asking his teacher if we had a city flag, she told him no, but he contacted me after research, and I told him that we have the flag, so he did a presentation about this flag, he then showed a picture of the class with the flag, the star over the fire department that we light up for the holidays was the inspiration for the star on the flag itself, there has been a lot of controversy over this but we are the sister city of Bethlehem, Belen does mean Bethlehem, I am proud of this. Mr. Steve Tomita also showed some designs created by Jim Rende concerning being the city on the move and being a transportation hub, that will be placed on his business cards when he is promoting the city.

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 Wayne Gallegos	Yes	
Councilor David Carter	Yes	Motion Carried

Resolution 2018-09

PRESENTATIONS

A) LIFE SAVING AWARD FOR BELEN POLICE OFFICER AMANDA RICHARDS AND OFFICER CRAIG MEO

Lt. Joe Portillo advised that these two officers saved a man that was attempting to commit suicide, officers rushed to offer lifesaving procedures, they took charge of the scene, and began CPR. After CPR, the man showed signs of life, and with their quick action, saved this man's life. Lt. Portillo presented Officer Amanda Richards and Officer Craig Meo with the Life Saving Award.

B) BELEN HIGH SCHOOL NJROTC APPRECIATION AWARD

Mrs. Julie Sanchez, Library Director, thanked the NJROTC for their dedicated work with the Harvey House and Library, volunteering to help in any way that they can, and tonight would like to recognize them. Ms. Hida Green

and Frances Zeller from the Harvey House, presented the ROTC division with a donation check and certificate of appreciation for all their hard work and dedication.

Councilor Torres entered the meeting

C) FRIENDS OF THE LIBRARY SCHOLARSHIP AWARDS

Ms. Julie Sanchez invited Ms. Kathy Jaramillo and Cheryl Estill from the Friends of the Library to present the scholarship awards to: Lindsey Horace, Lexie Masters, Tommy Rae McKnight, and Tristen Cervantes.

D) PROCLAMATION DECLARING MAY 7TH THRU MAY 13TH "NATIONAL ECONOMIC DEVELOPMENT WEEK 2018"

Mayor Jerah R. Cordova read this proclamation into the record as presented. Mr. Steve Tomita handed out I love Belen signs for everyone in the crowd to hold up and take a picture in order to kick off this event.

DISCUSSION

A) CC CONSTRUCTION UPDATE

Mr. Chris Chavez advised that the Vivian Field concession stand has been turned over to the city, the concession stand lacks a three compartment sink that the city is providing, and building has not been opened because of this. I have another concern which is a change order, my concern from before was a water line form the main to another yard hydrant, if curved and was not straight, was accidently removed during excavation. City advised this needed to be completed, and price was submitted, the sub-contractor installed without approval, architect advised it could not be paid unless approved by the Council, Mr. Chavez would like to get this paid and have the Council approve this at a later meeting, total is $864, and the price is reasonable, this is used to water the infields. Mayor Cordova advised that this is something we can consider at a future meeting.

B) MUNICIPAL OPERATIONAL MILL LEVY FOR PUBLIC SAFETY

Mr. John Archuleta advised the Council that the city can implement this mill levy, going up to a $7.65/$1,000 assessed evaluation, can use for operation fund in general fund and use for public safety services. I have given you an overview of outstanding bonds, GRT's and future financings, this is just for informational purposes. You can raise your mill levy by $1.00 which will generate $133,000, but the max would be 2 mils which would generate about $267,000, this would not require voter approval, it would be City Council approval then set to DFA which would set mill levy, and County Treasurer would collect, and monthly distribution would be sent to the city. The Council advised that they would like this to go before the voters, to see if they are even interested in this topic and raising mill levy's for this purpose. Mr. Archuleta advised that this does not provide for the question to go before the voters, so the Secretary of State might not allow this question on the ballot, I will reach out to our attorneys to see for sure if this specifically can go before the voters. Mr. Archuleta then highlighted points on the handout that was presented to the Council, specifying that the Council can get a loan in 2018-2019 for $5 Million, $3 million in 2021, and $3 million in 2024.

C) MAGISTRATE COURT RELOCATION LOAN

Mr. John Archuleta advised that the city had the capabilities to do this loan, the city would not need to pledge any GRT, and they could issue the debt and the payment itself would be from the yearly payments of the lease itself. NMFA would be doing the yearly appropriation, as long as they took the lease, payments would dome from the courts directly, this is how the loan would be approved, through Debt Service payments. A grant could also be awarded to help cover some of this cost, but in the end the city would not be responsible for the payment and based on the terms the city's finances would not be effected by this agreement. I will be meeting with Mr. Campos to run some of these numbers and see what the terms of this agreement would look like.

D) MAGISTRATE COURT RENDERINGS UPDATE

Ms. RuPaul Engineer presented the new renderings of the proposed magistrate court that would be built in the city hall parking lot, after updates and adjustments, the new projection for construction costs would be $4.7 million. Mr. Luis Campos advised that this would be paid through a debt service in the lease of the building itself, the city would own the building, but the maintenance, utility and loan payment costs would be covered in the debt service

itself, ultimately the NM Finance Authority would be on the hook for this payment, should the funding be cut into the future, however, they usually recommend that the city hold a reserve of one payment for the year to ensure that if there are any delays in the payment, the payment itself could be made and then reimbursed to the city. Ultimately we would discuss payment options with John Archuleta and then bring this back to the Council to advise how this payment and agreement would look and what would be covered. The Council advised that they want to ensure that this will not put the city in any financial jeopardy, and would like to see what the agreement and payment would look like on paper. Chief Scott Conner advised that as a citizen he has the utmost respect for the magistrate court, but for the city to take on around $5 million worth of debt for 20 or 30 years with a payment of $300,000 a year for a state court is a mistake in his mind, the city already has one of the highest debt burden ratios, this is not the city's responsibility for a state court, the court should secure their own financing, New Mexico has a huge issue with revenue diversity and this could cause a problem down the road with making this payment for the building. Mr. Mike Moreno advised that he was concerned with an empty building, just like the old health center, could there be a plan to start replacing our municipal court also. Mayor Cordova advised maybe combining the magistrate court with the municipal court, Mr. Campos advised we can work on this idea and see how it could be designed in the building.

E) OPERATIONAL CHANGES TO THE BELEN BUSINESS CENTER AND BELEN COMMUNITY CENTER

Mr. Joshua Kerns presented his plan to change the name of the business center into the Belen Convention Center. This would allow the city to implement a Convention Tax, giving the city $1.50 per room rented similar to the Lodgers Tax, with some exemptions, this tax could be implemented through ordinance which would allow for revenue to go into the Convention Center improvements. The business center would still exist and current business could stay, but we would modify this adding a computer room and classroom, we are hosting a graduation party here also to see how this would work in the future. In the lobby of this building we would put a tourism center, providing information to the public when they stop by for information on Belen offerings. NM True will be here at the end of July to take a tour of the City and help promote in this area, they will also have a conference for businesses in the area so that they can brand their own products as New Mexico True. Mr. Mike Moreno advised that he would like to see Main Street involved in this, also meet with the chamber and Harvey House to ensure they were made part of the tourism, glad to see someone is thinking in a different direction, but we also need to ensure we can handle the traffic this may bring.

F) 3RD QUARTER BUDGET UPDATE

Ms. Roseann Peralta presented the budget updates to the Council. Councilor Torres was concerned with the penalty payment that we made to the IRS, and wanted to see how we would be collecting this revenue back to cover the payment itself. Ms. Peralta advised that ultimately we were responsible for this payment, while it was the vendor's responsibility to provide the information, we needed to ensure this was correct, but we have a new audit process now that the representative of the IRS has shown us to ensure this does not happen in the future. Mayor Cordova advised that we can send a letter to the vendors asking to recover these funds.

DISCUSSION WITH POSSIBLE ACTION (2)

APPROVAL/DISAPPROVAL OF CHANGE ORDER #3 FOR THE NEW FIRE STATION CONSTRUCTION

Mr. John Pate from Molzen-Corbin advised the council that after some reconciliations from allowances and the removal of the contaminated soil, the city will be credited a net of $1600. The walls are now going up at the fire station and it is progressing forward.

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

Councilor Frank Ortega	Yes	
Councilor Ronnie Torres	Yes	
Councilor Wayne Gallegos	Yes	
Councilor David Carter	Yes	Motion Carried

APPROVAL/DISAPPROVAL OF A RESOLUTION FOR CONDEMNATION OF A PROPERTY LOCATED AT 1119 CAMINO DEL LLANO

Mr. Steve Tomita advised that the process has been completed to have the ability to condemn the property, police have responded to this home for break-ins, the building has been red tagged as unsafe by the fire marshal and has been determined that it needs to be taken down for safety reasons, the owners have been notified of this process and we hope that they will take action before the city must step in.

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

Councilor Frank Ortega	Yes	
Councilor Ronnie Torres	Yes	
Councilor Wayne Gallegos	Yes	
Councilor David Carter	Yes	Motion Carried

Resolution 2018-10

APPROVAL/DISAPPROVAL OF A RESOLUTION FOR THE 3RD QUARTER BUDGET ADJUSTMENTS

Ms. Roseann Peralta presented the budget adjustments to the Council based on the previously presented quarterly report. Most of the changes are increases to the general fund revenues.

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

Councilor Frank Ortega	Yes	
Councilor Ronnie Torres	Yes	
Councilor Wayne Gallegos	Yes	
Councilor David Carter	Yes	Motion Carried

Resolution 2018-11

APPROVAL/DISAPPROVAL OF UPDATED NOMINATIONS FOR THE TECHNOLOGY INFRASTRUCTURE FEE COMMITTEE

Mayor Cordova advised that he would like to update the previous nominations from March of 2018, based on the assessment, we will remove Joshua Kerns and keep Julie Sanchez on the committee, would also like to add Brian McBain to represent finance, and add Ralph Jaramillo to represent utilities on the committee as a nomination, all others will stay the same: Lawrence Kaneshiro, Kathy Savilla, Julie Sanchez, Scott Conner, and Mike Moreno. The Council would like them to meet before the budget is complete, ensuring that they report to the Council.

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

Councilor Frank Ortega	Yes	
Councilor Ronnie Torres	Yes	
Councilor Wayne Gallegos	Yes	
Councilor David Carter	Yes	Motion Carried

CITY MANAGER'S REPORT

Leona Vigil: This morning I had a lengthy department head meeting because we had not met in three weeks, one of this things that I would like to respectfully remind the Council is that if you talk to the directors, or give them any concerns or issues, please ensure that I am aware of this so that I can ensure it is followed up on, the employees have been told that they are not allowed to take any directive to the Council, they report to the City Manager per the personnel policy, we need one leader, and this is what I was appointed to do. We had a great all staff meeting, we went through departments so that all employees are on the same page. The music fest will not have a carnival this year, we have a YDI worker that is helping in payroll, the little league parade went great. We are working with AC Disposal to put on a spring clean-up before Memorial Day weekend, we get 6 roll offs for this. We are meeting this SHIPPO to assess properties and tour the

areas, we are working on drafting a letter to remind residents to put an address on their house per ordinance, June 13th Councilor Carter and Councilor Torres will be going to Washington DC with Molzen-Corbin, we are addressing the Loves stop sign and intersection working on plans to get this issue resolved. We are working on getting political sign applications, taking down weeds, removing our storage waste on Camino del Llano, we are submitting for loans so that we can purchase two loaders, Well 5 will be testing for two weeks, Dennis Chavez sewer line is complete, Vivian fields sink will be in by Wednesday, about 2 weeks left for the meter read project, the Martha Jean project has begun, working on bids for contractors for NM 314 project phase 2, and the Campana Ross plans are being completed. We are working with PNM to get the lights that are out fixed, will start on 5th street to main, we are asking for light bulbs so that we can get lights to our citizens, PNM will advise if this can be done.

COMMUNICATIONS FROM THE CITY COUNCIL

Councilor Carter: Loves truck stop looks great really, nice place, little league opening was great, the RSVP dance was great, I have been complaining about political sign for the past two weeks, the City Council budget hearings went smooth, we balanced the budget between budget and revenue, we want to balance the budget between departments, they are all deserving and are services that are needed throughout the entire city for the citizens, the important part is battling the services.

Councilor Torres: Met with the people that will be coloring the town purple, we will combine with the music fest, holding this in front of City Hall. I went to the Airport and met with ARFF, great to see everyone at RSVP lunch.

Councilor Ortega: On the 17th went to Jaramillo School and met with the kids about the Belen Flag, RSVP meeting on the 20th, I met with Ronnie and the Art League who will be coming up with ideas for the VA Memorial Visitor center paint. Councilor Ortega also gave an update on the VA Memorial, showing that Phase 1 is almost complete, and we are not looking towards Phase 2 once we receive the funding. Brian will be working on ordering the flags for the memorial, and we are working to get a written quote for the electrical lights for the flags. I wanted to follow up on the junk yard by the airport, I understand this is going to court. Attended the Belen workshop on the 26th, worked the Little League parade and helped block traffic for this, met with Senator Udall and passed some projects on to his staff. Condolences to the family of Corrine Sedillo.

Councilor Gallegos: Summit went great, and thank you Brian for the resolution and the work you do for us, it shows and here we go with it. RSVP lunch was success, thank you to all that helped. We had a town hall meeting for seniors, budget workshop went good, we got the needs covered. The 27th met with new building owners on 6th and Reinken, caused by alleyway, which is our responsibility, we have developed a maintenance plan for this. On the 28th parade was a big thing, and we worked it, we do need to improve our parks, and the town hall with Senator Udall was great.

Mayor Cordova: The 17th we had the workshop at Molzen, on the 19th had meeting about business at airport, on the 20th had McAllisters Ribbon cutting in Belen, RSVP lunch and all staff meeting, and meeting with citizen about Desi Loop hydrants. On April 21st had a citizens meeting, also judged a competition at Extreme Fitness for their anniversary, and went to county fair banquet. On the 26th had Belen Mainstreet Partnership breakfast, and Council budget workshop. On the 27th, I had an interview with KOB on the 4 way stop, on the 28th had Belen clean up on Don Felipe road, I had lunch with the historic preservation committee and gave them some direction. Attended the Udall event on the 30th and attended the National Day of Prayer at Anna Becker Park on the 3rd.

EXECUTIVE SESSION

APPROVAL/DISAPPROVAL TO ENTER INTO EXECUTIVE SESSION FOR THE DISCUSSION AND UPDATE ON THE UNION CONTRACT NEGOTIATIONS & FOR THE DISCUSSION OF THREATENED OR PENDING LITIGATION CONCERNING THE HOSPITAL ISSUE, AS ALLOWED PER THE OPEN MEETINGS ACT 10-15-1 (H-5) & (H-7)

Mayor Cordova asked for a motion. Councilor Gallegos made a motion to enter into Executive Session. Mayor Cordova asked for a second. Councilor Ortega seconded the motion. Roll Call Vote:

Councilor Frank Ortega	Yes
Councilor Ronnie Torres	Yes
Councilor Wayne Gallegos	Yes

Councilor David Carter Yes Motion Carried
The Council entered into Closed Session at 9:54 pm

Mayor Cordova asked for a motion. Councilor Gallegos made a motion to re-enter into Open Session. Mayor Cordova asked for a second. Councilor Torres seconded the motion. Roll Call Vote:
Councilor Frank Ortega Yes
Councilor Ronnie Torres Yes
Councilor Wayne Gallegos Yes
Councilor David Carter Yes Motion Carried
The Council returned to Open Session at 10:14 pm

Mayor Cordova asked for a motion to advise that the matters discussed in the closed meeting were limited only to those specified in the motion for closure, and no actions were taken. Councilor Carter made the motion. Mayor Cordova asked for a second. Councilor Torres seconded the motion. Roll Call Vote:
Councilor Frank Ortega No
Councilor Ronnie Torres Yes
Councilor Wayne Gallegos Yes
Councilor David Carter Yes Motion Carried

ADJOURNMENT:
Mayor Cordova asked for a motion to adjourn tonight's Regular Council Meeting. Councilor Torres made a motion to adjourn. Councilor Gallegos seconded the motion. Roll Call Vote:
Councilor Frank Ortega Yes
Councilor Ronnie Torres Yes
Councilor Wayne Gallegos Yes
Councilor David Carter Yes Motion Carried

Jerah Cordova, Mayor

Brian McBain, City Clerk/Treasurer