

**REGULAR CITY COUNCIL MEETING**

**April 7, 2014**

**6:00 P.M.**

Mayor Jerah Cordova called the Regular Meeting of the Belen City Council to order at 6:00 P.M. Roll call taken by Leona Vigil, Deputy Clerk.

**PRESENT:** Councilor Frank Ortega  
Mayor Pro-Tem David Carter  
Mayor Jerah Cordova  
Councilor Darleen Aragon  
Councilor Wayne Gallegos

**CITY MANAGER, CMC:** Mary Lucy Baca

**DEPUTY CLERK, CMC:** Leona Vigil

**CITY STAFF:** See Attached Sign-In Sheet

**REPORTER:** Clara Garcia, VC News Bulletin

**OTHERS:** See Attached sign-In sheet

**PLEDGE OF ALLEGIANCE:**

Mayor Jerah Cordova led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Jerah Cordova asked for approval or disapproval of tonight’s Agenda. Councilor Wayne Gallegos moved approval. Councilor David Carter seconds the motion. Roll Call Vote:

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

**APPROVAL OF MINUTES      **March 3, 10, 17, 2014****

Mayor Jerah Cordova asked for approval or disapproval of the Minutes dated **March 3, 2014**. Councilor Gallegos motioned an approval of the Minutes. Councilor Carter seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	Abstained	
Councilor David Carter	Yes	
Councilor Frank Ortega	Abstained	Motion carried

Mayor Jerah Cordova asked for approval or disapproval of the Minutes dated **March 10, 2014**. Councilor Gallegos motioned an approval of the Minutes. Councilor Ortega seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	Abstained	
Councilor David Carter	Yes	
Councilor Frank Ortega	Abstained	Motion carried

Mayor Jerah Cordova asked for approval or disapproval of the Minutes dated **March 17, 2014**. Councilor Gallegos motioned an approval of the Minutes. Councilor Ortega seconds the motion. Roll Call Vote:

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

**PUBLIC COMMENTS:**

**Ronnie Torres:** Former Mayor Ronnie Torres, Harvey House Technician, advised the Council that the City of Belen has the opportunity to obtain the “Bugg Light Display” that was formally displayed at Menaul School in Albuquerque. He will place the lights at the Harvey House during the Christmas Season.

**Jan Johnson:** Treasurer of “Celebrate Belen” gave an update on the Committee. They recently held an election for the Board of Directors; members are now David Carter, Steve Tomita, Lucy Baca, Rudy Espinoza, John Kennedy, Tibo Chavez; David Chavez, President, Steve Tomita, Vice President, Lucy Baca, Secretary, Jan Johnson is Treasurer. They are already working with the churches to prepare for the “Follow the Star” event. She informed the public that they are a volunteer organization; they are non-profit; and they are working on their tax exempt application.

**Rudy Espinoza:** Member of the “Celebrate Belen” stated that the church wants to partner with the City, so that they will be able to offer a lot more than just events. On May 1<sup>st</sup> several churches will gather from 5:30 to 7:00 at Anna Becker Park for National Day of Prayer, to pray for our community and our local government. Celebrate Belen would also like to bring a Christian Concert to Belen this summer.

**Randy Gettings:** Resident of Esperanza thanked the Police for a job well done. He also wanted to report that the water in his area smells and tastes like sewer.

**Dubra Kurnes-Padilla:** Member of the El Corazon De Belen Garden Park, will have a meeting on Wednesday at the Chamber of Commerce beginning at 4 PM. She is looking to apply for an Agricultural Grant which is for community gardens and farmers markets. They have put in an application for a tile mural art project for the park. She received 3 quotes for a fence to be placed at the park; the Park is short \$1,160.00 for this to take place. Belen Middle School will be finishing the Garden Shed which will be placed at the Garden April 25<sup>th</sup>. PNM and UNM Volunteers will be there from 9AM to 2 PM to assist with the Garden Shed.

**Rhona Espinoza:** Chamber of Commerce President, welcomed the newly elected officials and thanked them for serving the community.

**PRESENTATIONS**

**VALENCIA COUNTY BUREAU OF ELECTIONS: PEGGY CARBAJAL**

Peggy Carbajal, County Clerk for Valencia County, informed the public that Valencia County will be implementing *Voting Convenience Centers* for the 2014 Primary and General Election. She explained that individuals will now be able to vote any place in Valencia County where a convenience center is set up. Individuals will no longer have to go to their designated precincts. Peggy left brochures of the announcement and the Convenient Center locations; a copy is attached hereto. She stated that ballots will now be printed on demand instead of pre-ordering. She asked for everyone to spread the word because this will be a big change for the community.

**9/11 BROCHURE: MANNY GARCIA, FIRE CHIEF**

Chief Manny Garcia introduced Gloria Sanchez, the original founder of the 9/11 Park. A preliminary copy of

the 9/11 Brochure is attached hereto. She thanked Mayor Cordova and Mike Moreno for all their help with the Brochure. Gloria reported that there are now 100 bricks on the Freedom Wall at the Memorial Park with ties to New Mexico who fought and died for our freedom; 11 of those bricks have ties with Valencia County. Councilor Ortega thanked Gloria, Chief Garcia, and Gloria's late husband, Sonny for all their work on the Park.

**WASTE WATER DEPARTMENT UPDATE: DALE TAFOYA**

Dale Tafoya handed out a copy of his presentation; a copy of which is attached hereto and made an integral part of these minutes by reference. Councilor Ortega asked Dale what type of sludge the plant has. Dale answered Class A Compost; which they are giving to a farmer. Dale explained that the Plant's sludge is not permitted to use on the City's Parks; however he is looking in to bagging and selling the sludge. Councilor Ortega asked if the Plant was listed on the City's Master Plan. Dale answered that it is listed on the City's ICIP.

**WATER DEPARTMENT UPDATE: RALPH JARAMILLO**

Ralph Jaramillo handed out a copy of his presentation to the Council; a copy of which is attached hereto and made an integral part of these minutes by reference. Ralph reported that the City has no current violations; however, Councilor Gallegos stated that the water storage capacity for the City is down, because of the Eagle Tank, which used to hold a million gallons. Ralph added that well 5 is not working which is on Aragon. Councilor Ortega suggested phasing out the well project.

**DISCUSSION**

**CLEAN WATER PROJECT: MARIO JUAREZ-INFANTE, WILSON & CO.**

Mario held a Capital Infrastructure Progress Meeting with a couple of City Council Members as well as staff. He felt it was a good idea to have a discussion with the entire governing body. Mario provided the Council with a memo of current projects, status, issues, and action items; a copy of the memo is attached hereto. The ICIP Plan is due in September to include prioritization and budgeting.

**PROPOSED APPOINTED EMPLOYEE POSITIONS: JERAH CORDOVA, MAYOR**

Mayor Cordova gave an update on the appointed positions. He reported that City Manager interviews were held on Friday and today and six individuals were interviewed. He stated that the next step is to go in to negotiations and offers based on the interviews. He explained that the other positions to be appointed are City Clerk and Treasurer; currently the City Manager holds the title of City Clerk and Treasurer. The City has an ordinance in place that abolished the position of Clerk and Treasure. Mayor Cordova recommends and has asked staff to rescind that part of the ordinance which is inconsistent with State law.

**STATUS AND PLANNING IMPLEMENTATION FOR CITY PARKS: JERAH CORDOVA, MAYOR**

Mayor Cordova stated that a Parks Department for the City of Belen is not existent due to the lay-offs four years ago. He informed the public that the City set up an Adopt a Park Program, which allows citizens to participate in the upkeep of the parks. He reported that the Eagle Park does have one employee, and is a premier park. There are some minor problems there, grass needs to be reseeded and blocked off so that it can grow. The Skate Park is run down and has some hazards there. The Park needs some fencing for security. Jaime Diaz gave an update on Vivian Field Park. Mr. Diaz reported that the Park is really maintained by the volunteers from Belen Little League. They have added a brand new T-ball field to the Park. Valley Fence donated all the time, material and effort to build the tball fields. May Cordova then went to report on Anna Becker Park; he mentioned that it is in need of some work and upkeep especially on the gazebo, sand volley ball pit, general landscaping, new signage, and updated lighting. He reported that Jose Gallegos Park needs new fencing, and there is trouble with the parking. The Tenth and Ross Park is taken care of by the RSVP Board, and the canopy needs new roofing and fencing on Tenth Street. The Rosedale Park has much graffiti, swing set with no swings, and is need of fencing repairs. The Welcome Park has a weed problem especially after a rain, and sign needs painting. Dubra Kurnes-Padilla gave an update of the Community Garden Park. Durbra reported that the Park was adopted in 2010, and they started by picking up weeds and trash. They then built boxes for the garden and, she mentioned that Community Gardens are a way to revitalize a community. They have received a PNM grant

of \$10,000 and a Scout Reach grant for \$500.00; they were able to build more boxes. They now plan on placing a potting shed, benches, a fence, lending library, more trees and sunflowers at the Park. She reported that the City put in a water line to provide water to the Park. The Corazon de Belen Committee gives their produce twice a week to the Food Pantry.

**BELEN FOOD PANTRY ROOF AND POSSIBLE USES FOR AVAILABLE SPACE: JERAH CORDOVA, MAYOR**

Mary Lucy advised the Council that she sent staff out to the Food Pantry to see if the roof was something the Department could fix. Mary Lucy advised that the job was beyond the scope of work in which the Department could provide. She has asked the Food Pantry to provide her with three quotes to repair the roof. Mayor Cordova informed the newly elected councilors that the City leased the back portion of the Domestic Building to the Food Pantry. It has taken them some time to renovate the building, and they need some assistance with the roof. Mayor Cordova advised the Council that there have been some individuals in the past interested in leasing the front end of the building, but no one came in with an actual proposal. Recently, a proposal has been submitted by Mike Moreno. Mike Moreno came before the Council and introduced himself. Mike was born, raised, and resides in Belen. He has been involved with the Belen Harvey House Museum for several years. He works on the Management Team of the Harvey House, volunteers 20 hours a week, and is the Chair of the Friends of the Belen Harvey House Museum Fund Raising Committee. He is developing "B Space". He takes many hikes at the "B" up on the Mesa. Unfortunately there is a lot of trash at the "B". The concept he is proposing would be to utilize and recycle the material to create art and projects for people who are low income. He would like to use the front window spaces of the "Domestic Building" on Becker Avenue to display the art. He added that this will not cost the City anything. There will be some challenges with the building; the drainage on the sides of the building needs to be redone so the water drains towards the streets versus puddles around the building, and he would need the use of the restrooms. The City would cover the basic utilities, and the program would come under the Library. The program would be a city program on arts to provide and teach people how to create a business. There would be an opportunity for people participating in the program to sell their products in this incubator store. Any money made will go back into the program. Mike plans on developing a plan of action to include financial planning.

**DISCUSSION WITH POTENTIAL ACTION REQUIRED**

**APPROVAL OR DISAPPROVAL OF THE OPEN MEETINGS ACT RESOLUTION: LEONA VIGIL, DEPUTY CLERK**

Leona Vigil explained that every year the municipality is required to adopt an Open Meetings Act which shall indicate reasonable notice of the City's Public Meetings. A copy of the proposed Resolution is attached hereto and made an integral part of these minutes by reference. Leona added section 5, quorums which are not called upon by the Mayor or majority of the City Council. The notice of quorums shall be met by placing the date time and place of the quorum at City Hall, Public Library and the Community Center as well as the City's Web-Site. Leona included in the resolution that all other City affiliated Boards, Committees, and Organizations place agendas at City Hall for proper notice.

Mayor Jerah Cordova asked for motion to approve or disapprove the Open Meetings Act Resolution. Councilor David Carter made a motion to approve. Mayor Cordova asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

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

**APPROVAL OR DISAPPROVAL OF THE 2012 ELECTION RECORDS DESTRUCTION: LEONA**

**VIGIL, DEPUTY CLERK**

Leona Vigil explained that election records shall be retained for two years, after the two years the records shall be destroyed. Leona would like approval for the destruction of the files for the record. She also stated that the unused ballots can be destroyed next week if there is no contestation and asked for approval for the destruction if no contestation was applied for. Councilor Carter suggested not pre-approving the destruction of the unused ballots; he suggested taking action of the 2012 Election Records.

Mayor Jerah Cordova asked for motion. Councilor Wayne Gallegos made a motion to approve the 2012 Election Records Destruction. Mayor Cordova asked for a second. Councilor Frank Ortega seconds the motion. Roll Call Vote:

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

**APPROVAL OR DISAPPROVAL OF THE HSIP APPLICATION RESOLUTION: STEVE TOMITA, P & Z DIRECTOR**

Steve Tomita reported that he has applied for sidewalks to be installed on Delgado Rd year after year. The project was denied though HSIP. He is reapplying for the project through HSIP; this time emphasizing the safety for students. The project, if approved, would fall under the 2017 fiscal year, and the City will be responsible for a 15% match if approved. The project is for Mesa Rd east to Tenth Street to place curb and raise the sidewalk.

Mayor Jerah Cordova asked for motion to approve the HSIP Application Resolution. Councilor Frank Ortega made a motion to approve. Mayor Cordova asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

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

**INFORMATIONAL ITEMS**

**City Manager’s Report:** A copy of the City Manager’s Report is attached hereto and made an integral part of these minutes by reference. Mary Lucy thanked all the volunteers who have brought so much to the City. She informed the Council that Deborah Graham from the Library received a classic baggage cart donated from Amtrak. IT has installed over 40 new desktop workstations. Lawrence, IT Director is working with Caselle to set up training and an audit. IT has installed a server for the evidence library. She advised the Council that Los Lunas had requested and has received funding for fiber optic to go from Los Chavez into Los Lunas; that is the goal for Belen. The City received a bill for 44,000 from PNM to fix the striped copper and stolen wiring from the high mast lighting. Councilor Carter asked if the incident can be claimed on insurance. Lucy answered because if was done on various poles, they would have to be separate claims, and will not meet the deductible. The County billed the City for several properties at the airport and properties such as alleyways; Lisa is looking into the issue. She reported that the Frontage Road belongs to the City, and the culverts were cleaned, but the rail has not been installed. She also reported that the two City properties by the Armory were appraised. Mary Lucy asked where those properties were obtained from. Councilor Gallegos answered that it was a deal on a trade for a State Yard and Industrial Park. She suggested that the City give the Corrections Department a project for inmates to work on. The Attorney for the Union Negotiation Project is up to \$8,000. The Harvey House roof needs attention. Crews have secured three entry ways that have been made into the Old City Hall

Building. A meeting with Molzen needs to be set up for exchange of the digital plans. She sent the Council a calendar of upcoming meetings. The Police Department is working on the accreditation, and helping other Cities to receive theirs. She informed the Council that the City has put a lot of money in to buying weed spray. Saturday is the last day for residents to pick up a free pass to the landfill. She is planning a Spring Clean Up with free dumpsters throughout the City.

**Councilor David Carter:** Councilor Carter advised the Council that the City and the Schools have an agreement for the use of the high school pool during the summer. Mary Lucy advised Councilor Carter that they need to use a meter so the amount can be adjusted. He was involved in the City Manager interviews.

**Councilor Frank Ortega:** He attended the District Meeting in Los Lunas; he reported that the Hold Harmless Bill did not pass; however, the GO Bill passed and was received for the Senior Citizens. SB9 bill prohibiting texting while driving bill passed and will go into effect on 7-1-14, and HB 287 Supplement Insurance for Fire Fighters including Volunteers increased from \$50,000 to \$250,000. On March 22<sup>nd</sup> he attended the Newly Elected Officials Meeting. He attended the Belen MainStreet Economic Assessment Meeting; there is a lot of work that needs to be done, and the Mayor and Council need to work together as a team. He attended the meeting with Wilson & Co and the County Commission Meeting to support the DA. The DA was close to moving out of Belen; Mr. Trujillo gave a good presentation and believes the DA Office will stay in Belen. He met with Lawrence Kaneshiro, IT Director and asked if the City could provide the Council with laptops; the laptops would be City property and stay on the premises. He also discussed Work Orders with Lawrence. He thanked the Police Department for taking care of the animal control issue and the Street Department for taking care of another issue.

**Mayor Jerah Cordova:** He participated in: a meeting with the GBEDC President, an update meeting with Steve Ethridge and Molzen Corbin regarding the Eagle Park. He attended the NMML Training and the Swearing In Ceremony for the Police and Fire Chiefs along with the City Manager. He attended the Albuquerque Economic Development Meeting. Albuquerque Economic Development had done a State wide tax study and he is looking into doing a local tax study for the City. He assisted in teaching a class at the Belen Middle School on City Government. He attended the BBER Economic Analysis of Downtown; he will distribute the final report to the Council by the middle of the month. He met with Randy VanVleck on the appointed positions and with El Camino Rael Housing Authority on possibilities for locating in Belen for Affordable Housing Support. He had a Constituent Meeting about the possibility of forming some sort of Citizen Committee for the Police Department. The Hispano Chamber mentioned that the City will be the Member of the Month. He participated in the City Manager interviews, and on Saturday he participated in the Don Felipe Road Clean Up. He attended the Valencia Valley Kennel Club Agility Trials and Little League Opening Day.

**Councilor Wayne Gallegos:** He attended the District 8 Meeting on the 21<sup>st</sup>, on the same day he met with Molzen Corbin in reference to Eagle Park. There are some HUD monies available to the City to use towards the Park. The next phase will include lighting and erosion control and some fencing. On the 22<sup>nd</sup> he participated in the ribbon cutting for SNAP Fitness. He attended the HAZ COM Training on the 26<sup>th</sup> here at City Hall. On the 31<sup>st</sup> he met with Wilson & Co. On the 4<sup>th</sup> there was a financing and development meeting on the new runway for the Belen Airport. On the 5<sup>th</sup> was opening day for little league.

**Councilor Darleen Aragon:** She thanked everyone for their condolences regarding her father's passing. She attended the Belen Chamber Meeting and met with Judge Kathy Savilla and introduced herself to her staff.

Margarita Sanchez informed the Council that the Justice Reform Subcommittee will meet next week on April 23, 2014.

**EXECUTIVE SESSION**

Mayor Jerah Cordova asked for a motion to go into Executive Session to discuss limited pending and threatened litigation referencing the La Mirada Lien and collective bargaining.

Councilor Frank Ortega made a motion to go into Executive Session for those stated. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

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

Mayor Jerah Cordova asked for a motion to leave the executive session and return to the open meeting. Councilor David Carter made a motion to return to the open meeting. Councilor Darleen Aragon seconds the motion. Roll Call Vote:

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

Mayor Jerah Cordova asked for a motion that discussion was limited to those mentioned and no action was taken. Councilor David Carter made a motion. Councilor Darleen Aragon seconds the motion. Roll Call Vote:

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

**ADJOURNMENT**

Mayor Jerah Cordova asked for a motion to adjourn tonight’s meeting. Councilor David Carter motioned to adjourn the meeting. Councilor Darleen Aragon seconds the motion.

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

/s/ \_\_\_\_\_  
Jerah R. Cordova, Mayor

ATTEST:

/s/ \_\_\_\_\_  
Leona Vigil, Deputy Clerk CMC