



SUNLAND PARK CITY COUNCIL

Mayor Javier Perea

Julia T. Brown Esq.
City Manager

NOTICE OF MEETING

Regular Meeting Agenda

April 2, 2019 - 6:00 PM

**City Hall, City Council Chambers
1000 McNutt Rd.**

Councilor Jessica Avila, District 1
Councilor Daisy G. Lira, District 2
Councilor Bertha A. Salmon, District 3
Councilor Carolina Renteria, District 4
Councilor Olga Nunez, District 5
Councilor Donald McBride, District 6

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

CONFLICT OF INTEREST

The mayor shall ask if any member of city council, city manager, or member of city staff has any known conflict of interest with any item on the agenda.

APPROVAL OF AGENDA

PUBLIC COMMENT

Residents must sign up with Clerk to address Council. Comments are limited to 3 Minutes, with a maximum 30 Minutes allowed for Public Comment.

PRESENTATIONS

1. **Honorary Recognition of Veronica Espinoza.** *(Councilor Daisy G. Lira, District 2)*
2. **Honorary Recognition of Raymundo Lara State Representative District 34.** *(Councilor Daisy G. Lira, District 2)*
3. **Recognition for 5 Years of Service to Police Sergeant Humberto Hidalgo.** *(Gloria Irigoyen, HR Director)*

REMARKS AND INQUIRIES BY THE CITY COUNCIL

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

4. **Approve Minutes of 3/19/19 Regular Meeting of Sunland Park City Council.** *(Daniel Carranco, City Clerk)*
5. **Approve Resolution authorizing disposition of 10 Boxes of City Records.** *(Michael Limon, Deputy Clerk)*
6. **Approve a Budget Adjustment Resolution to Fiscal Year 2018-2019 related to the Sunland Park Public Housing Authority.** *(Concepcion Medina, PHA Director)*

ORDINANCE

7. **Adoption of a new Subdivision Ordinance and repeal: No. 1984-09, 6-5-1984; amd. Ord. 1993-12, 12-28,1993; Ord. 1984-10, 7-17-1984; amd. Ord 2005-02, 4-5-2005; Ord. 2006-11, 11-7-2007; amd Ord. 2006-11m 11-7-006; 2000 Code.** *(Louise Marquez, CED Director).*

MAYOR'S REPORT

ADJOURNMENT

PLEASE NOTE: *If you are an individual with a disability who is in need of a reader, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Office of the City Clerk at (575) 589-7565 at least 72 hours prior to the meeting. The City strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity or service sponsored by the City.*

POSTED: *City Clerk's Office, Motor Vehicle Division, Public Health Office, Sunland Park Post Office, Sunland Park Library, Santa Teresa Post Office, Sunland Park Grocery, Mercedes Grocery, Carousel Convenience Store. Filed in the office of the City Clerk on the 29th day of March 2019.*

Daniel Carranco, City Clerk

AGENDA ITEM NO. 1
CITY OF SUNLAND PARK
CITY COUNCIL
(FOR INFORMATION ONLY)

Meeting Date: 4/2/2019

Submitted By: Daisy G. Lira
Councilor District 2

Subject: Honorary Recognition of Veronica Espinoza.

Fiscal Impact:

Amount Budgeted: N/A

Fund: N/A

Amount Available: N/A

Background: For Being Nominated by New Mexico Governor Michelle Lujan Grisham to Serve on the Board of Regents at New Mexico Institute of Mining & Technology

Recommendation: Recognition and Acknowledgement

AGENDA ITEM NO. 2
CITY OF SUNLAND PARK
CITY COUNCIL
(FOR INFORMATION ONLY)

Meeting Date: 4/2/2019

Submitted By: Daisy G. Lira
Councilor District 2

Subject: Honorary Recognition of Raymundo Lara State Representative District 34.

Fiscal Impact:

Amount Budgeted: N/A

Fund: N/A

Amount Available: N/A

Background: For continuous support to the City of Sunland Park.

Recommendation: Recognition.

AGENDA ITEM NO. 3
CITY OF SUNLAND PARK
CITY COUNCIL
(FOR INFORMATION ONLY)

Meeting Date: April 2, 2019

Submitted By: Gloria Y. Irigoyen, Human Resources Director

Subject: Presentation for 5 Years of Service to Police Sergeant Humberto Hidalgo

Fiscal Impact:

Amount Budgeted: N/A

Fund: N/A

Amount Available: N/A

Background: Humberto was hired on March 31, 2014 to serve as a police officer and has moved up the rank from Patrol Officer, Detective and is now serving as Police Sergeant.

Recommendation: It is the recommendation of all in attendance to extend their congratulations to Sgt. Humberto Hidalgo for his dedication and commitment to the City for his 5 years of Service in the Police Department.

AGENDA ITEM NO. 4
CITY OF SUNLAND PARK
CITY COUNCIL
(FOR INFORMATION ONLY)

Meeting Date: 4/2/2019

Submitted By: Daniel Carranco
City Clerk

Subject: Approve Minutes of the 3/19/19 Sunland Park City Council Meeting.

Fiscal Impact:

Amount Budgeted: N/A

Fund: N/A

Amount Available: N/A

Background: See minutes attached.

Recommendation: Approve.



SUNLAND PARK CITY COUNCIL

NOTICE OF MEETING

MEETING MINUTES

March 19, 2019 - 6:00 PM

**City Hall, City Council Chambers
1000 McNutt Rd.**

Mayor Javier Perea

Julia T. Brown Esq.
City Manager

Councilor Jessica Avila, District 1
Councilor Daisy G. Lira, District 2
Councilor Bertha A. Salmon, District 3
Councilor Carolina Renteria, District 4
Councilor Olga Nunez, District 5
Councilor Donald McBride, District 6

CALL TO ORDER & ROLL CALL

Mayor Pro Tem Donald McBride called the meeting to order at 6:08 PM

Present: Councilor Donald McBride, Councilor Carolina Renteria, Councilor Daisy G. Lira, Councilor Jessica Avila (by phone conference).

Absent: Councilor Bertha Salmon, Mayor Javier Perea, Councilor Olga Nuñez

Also present: Peter Ibarbo, PIO, Louise Marquez, CED Director, Daniel Carranco, City Clerk.

PLEDGE OF ALLEGIANCE

Councilor Daisy G. Lira

CONFLICT OF INTEREST

None

APPROVAL OF AGENDA

Councilor Daisy Lira requested the removal of item 1.

Councilor Daisy Lira **moved** to approve the amended Agenda Order. **Seconded** by Councilor Carolina Renteria.

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (summary: Yes 4, No 0, Abstained 0)

AYE: Councilor Donald McBride, Councilor Carolina Renteria, Councilor Jessica Avila, Councilor Daisy Lira

NAY:

ABSENT: Councilor Bertha Salmon, Councilor Olga Nuñez, Mayor Javier Perea

PUBLIC COMMENT

Jose Ortiz (resident and business owner) informed Council of ongoing problems he is having with former City Council Woman Isabel Santos. He informed Council that he would take legal action against Isabel Santos for defamation of his business.

Rafael Leos (South Central Solid Waste) greeted Council and provided short update of services.

PRESENTATIONS

1. **Honorary Recognition of Veronica Espinoza.** (Councilor Daisy G. Lira, District 2)
2. **Honorary Recognition of Arlean Murillo.** (Councilor Daisy G. Lira, District 2)
3. **Business Program Coordinator Quarterly Report.** (Steven Chavira, Business Program Coordinator)

REMARKS AND INQUIRIES BY THE CITY COUNCIL

Note: Councilor Olga Nuñez arrived at 6:25PM.

CONSENT AGENDA

- 4. **Approve Minutes of 3/5/19 Regular Meeting of Sunland Park City Council.** *(Daniel Carranco, City Clerk)*
- 5. **Acceptance of SP Municipal Court Monthly Report.** *(Maria Rubio, Court Administrator)*
- 6. **Acceptance of SP Housing Authority Financial Report Ending 2/2019.** *(Concepcion Medina, HA Director)*
- 7. **Approve Resolution authorizing disposition of 23 Boxes of City Records.** *(Daniel Carranco, City Clerk)*
- 8. **Approve a Budget Adjustment Resolution to Fiscal Year 2018-2019 related to Fire Department Grant.** *(Andres Burciaga, Fire Chief)*

Councilor Daisy Lira **moved** to approve the Consent Agenda. **Seconded** by Councilor Olga Nuñez.

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 5, No 0, Abstained 0)

AYE: Councilor Donald McBride, Councilor Carolina Renteria, Councilor Jessica Avila, Councilor Daisy Lira, Councilor Olga Nuñez

NAY:

ABSENT: Councilor Bertha Salmon, Mayor Javier Perea

ORDINANCE

- 9. **First Reading: ZO-19-01 Request for Approval of Change of Zone for Valencia Park located at North of Pete Domenici Blvd (Parcel #R1900952).** *(Louise Marquez, CED Director)*

Discussion

Octavio Navarro, Daniel Tovar, Allan King, Jim Graham, Fidel Briones, Norm Shutte, Sarah Balentine, Jose Chavez and Maria Sundy (residents of Valencias) expressed their opposition to a change in zone due to: no market for commercial in the area, potential increased traffic in their community, increased pedestrian safety concern, lack of access roads, drop in value of homes, lack of schools in the area, opposition to apartments in the area and opposition to altering the natural desert environment.

Councilor Daisy Lira **moved** to approve item 9. **Seconded** by Councilor Jessica Avila.

A roll call vote was made. Motion passed.

Vote: Motion (**summary:** Yes 3, No 2, Abstained 0)

AYE: Councilor Donald McBride, Councilor Jessica Avila, Councilor Daisy Lira,

NAY: Councilor Carolina Renteria, Councilor Olga Nuñez

ABSENT: Councilor Bertha Salmon, Mayor Javier Perea

- 10. **First Reading: ZO-19-02 Request for Approval of Change of Zone for Valencia Park located at North of Pete Domenici Blvd (Parcel #R1901078).** *(Louise Marquez, CED Director)*

Discussion

Octavio Navarro, Daniel Tovar, Allan King, Jim Graham, Fidel Briones, Norm Shutte, Sarah Balentine, Jose Chavez and Maria Sundy (residents of Valencias) expressed their opposition to a change in zone, with same concerns as stated in Discussion of Item 9.

Councilor Daisy Lira **moved** to approve item 10. **Seconded** by Councilor Donald McBride.

A roll call vote was made. Motion failed.

Vote: Motion (**summary:** Yes 0, No 5, Abstained 0)

AYE:

NAY: Councilor Carolina Renteria, Councilor Olga Nuñez, Councilor Donald McBride, Councilor Jessica Avila, Councilor Daisy Lira,

ABSENT: Councilor Bertha Salmon, Mayor Javier Perea

11. First Reading: ZO-19-03 Request for Approval of Change of Zone for Valencia Park located at North of Pete Domenici Blvd (Parcel # R1604948, R1604949 & 2.57 Acres section). *(Louise Marquez, CED Director)*

Councilor Daisy Lira **moved** to approve item 11. **Seconded** by Councilor Donald McBride.

Discussion

Russel Hanson (Developer) advised Council of his plan to build a road on this land.

Councilor Donald McBride asked developer if he would agree to an approval of this item, based on contingency that he (developer) indeed follow through on building a 50ft wide road on this land? Russel Hanson agreed.

Amendment

Councilor Donald McBride **moved** to approve this item with the contingency that a road would be built in this land. **Seconded** by Councilor Daisy Lira.

A roll call vote was made. Motion passed unanimously.

Vote: Motion (**summary:** Yes 5, No 0, Abstained 0)

AYE: Councilor Donald McBride, Councilor Jessica Avila, Councilor Daisy Lira, Councilor Carolina Renteria, Councilor Olga Nuñez

NAY:

ABSENT: Councilor Bertha Salmon, Mayor Javier Perea

Main Motion

A roll call vote was made to approve main motion. Motion passed unanimously.

Vote: Motion (**summary:** Yes 5, No 0, Abstained 0)

AYE: Councilor Donald McBride, Councilor Jessica Avila, Councilor Daisy Lira, Councilor Carolina Renteria, Councilor Olga Nuñez

NAY:

ABSENT: Councilor Bertha Salmon, Mayor Javier Perea

MAYOR'S REPORT

None

ADJOURNMENT

Mayor Pro Tem Donald McBride adjourned meeting without objection at 8:36PM.

ATTEST

Daniel Carranco, City Clerk

Mayor Javier Perea

AGENDA ITEM NO. 5

CITY OF SUNLAND PARK

CITY COUNCIL

(FOR INFORMATION ONLY)

Meeting Date: 4/2/2019

Submitted By: Michael A. Limon
Deputy City Clerk

Subject: A Resolution authorizing the disposition of 10 boxes of City records.

Fiscal Impact:

Amount Budgeted: N/A

Fund: N/A

Amount Available: N/A

Background: A Resolution authorizing the disposition of 10 Boxes of City Records according to the expiration dates established in the Sunland Park Record Retention and Disposition Policy (RES 2018-62 APPROVED 12-18-2018). All records have been identified and reviewed by Staff, Department Director and City Clerk. Records on these lists do not require to be digitized as they have exceeded the retention period.

Recommendation: Approve.

**CITY OF SUNLAND PARK
Resolution 2019-**

**A RESOLUTION AUTHORIZING THE DISPOSITION OF 10 BOXES OF CITY
RECORDS.**

The City Council is informed that:

WHEREAS, the destruction of obsolete records is necessary for efficient records Maintenance by the Municipal Clerk of Sunland Park and;

WHEREAS, in the interest of sound records management principles, the Municipal Clerk has established procedures for the retention and disposition of Municipal records and;

WHEREAS, City Staff has identified 10 boxes that meet the Sunland Park Record Retention and Disposition Policy (RES 2018-62), time requirement for destruction (see attachment "A").

NOW, THEREFORE BE IT RESOLVED: by the Governing Body of the City of Sunland Park

THAT, the Municipal Clerk is hereby authorized to apply the retention period and dispose of the 10 boxes, by means of burial through South Central Waste Authority.

PASSED, ADOPTED, AND APPROVED this 2nd day of April 2019.

ATTEST:

Daniel Carranco City Clerk

Mayor Javier Perea

SEAL:

ROLL CALL VOTE:
Councilor Jessica Avila
Councilor Daisy G. Lira
Councilor Bertha A. Salmon
Councilor Carolina Renteria
Councilor Olga Nunez
Councilor Donald McBride

CITY OF SUNLAND PARK NM
2019 NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction
according to the SP Records Retention and Disposition Policy

DEPT. WHERE RECORD ORIGINATED	DESCRIPTION OF RECORD	YEAR(S) OF RECORD	ARCHIVE BOX NUMBER (IF APPLIC)	RETENTION SCHEDULE REFERENCE
Water Department	Meter Readings	2003/2006	1	1.19.8.556
Water Department	Utility Cust. Service Files	2005	2	1.19.8.554
Water Department	Utility Service Files	2004,05,07	3	1.19.8.555
Water Department	Line Locations	2007	1	1.19.8.560
Water Department	Logs-Fiscal	2006	1	1.19.8.955
				1.15.3.132/1.15.3.306 1.15.3.403/1.15.3.510 1.15.7.112/1.19.8.820
Water Department	Logs-General	2007	1	1.19.8.306
				1.15.5.202/1.15.5.203 1.15.5.203/1.15.5.204 1.15.5.205/1.15.5.206 1.15.5.207/1.15.5.508
Water Department	Accounts Receivable	2006/2007	1	1.15.5.566/1.19.8.557

Director Signature: *Daniel Cavano* Date: 3/28/19

City Clerk Signature: *Michael Linn* Date: 3/28/19

CAMINO REAL REGIONAL
CRUA
UTILITY AUTHORITY

TO: MR. MICHAEL LIMON

FROM: BRENT WESTMORELAND

SUBJECT: AGED CITY UTILITY RECORDS

DATE: 3-6-19

To whom it may concern,

After inspection of the misc. utility records, the city has in storage; we have determined they are of an age they no longer need archived. The city may proceed with disposal/destroy of said records.

Brent Westmoreland  Date 3-6-19

AGENDA ITEM NO. 6
CITY OF SUNLAND PARK
CITY COUNCIL

Meeting Date: April 2, 2019

Submitted By: Concha Medina
Public Housing Director

Subject: Approve a Budget Adjustment Resolution to Fiscal Year 2018-2019 related to the Sunland Park Public Housing Authority.

Fiscal Impact: These funds are not coming out of General Fund. They are coming out of the Reserves for Public Housing.

Amount Budgeted: 5,800.00
Fund: 060-05-27-62400 Professional Services
Amount Available: 983.73

Background: Unforeseen expense. HUD required a Physical Needs Assessment and Energy Audit, this year, in all PHA dwelling units and properties. The purpose of this assessment is to help PHAs with strategic planning and to integrate energy efficiency into capital planning. The last Physical Needs Assessment was performed in 2007.

Recommendation: PHA Manager recommends approval.

CITY OF SUNLAND PARK

RESOLUTION 2019- ____

A RESOLUTION TO APPROVE A BUDGET ADJUSTMENT TO FISCAL YEAR 2018-2019 BUDGET.

The City Council is informed that:

WHEREAS, Authorization to increase the **Fiscal Year 2018-2019 PHA Fund 060** expenditures for **\$5,000** and;

WHEREAS, the City of Sunland Park requests this budget increase due to Physical Needs assessment and audit requirement and;

WHEREAS, a resolution demonstrating approval for a budget increase by the City Council is required by the State's Department of Finance and Administration.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Sunland Park, on behalf of the City of Sunland Park, hereby approves the above budget adjustment and DFA's budget form attached as attachment (A)

PASSED, ADOPTED AND APPROVED this 2th day of April 2019.

ATTEST BY:

Daniel Carranco, City Clerk

Javier Perea. Mayor

Roll Call Vote:

Councilor Jessica Avila

Councilor Daisy G. Lira

Councilor Donald Mc Bride

Councilor Olga Nuñez

Councilor Carolina Renteria

Councilor Bertha Salmon

For Local Government Division use only:

ENTITY NAME:
 FISCAL YEAR:
 DFA Resolution Number:

City of Sunland Park Resolution #2019-
 FY 18-19

(A) ENTITY RESOLUTION NUMBER	(B) FUND	(C) REVENUE EXPENDITURE TRANSFER (TO or FROM)	(D) APPROVED BUDGET	(E) ADJUSTMENT	(F) ADJUSTED BUDGET	(G) PURPOSE
2019	500	060-05-27-62400	261,000	89,992	350,992	Physical needs assessment and audit.

ATTEST: Daniel Carranco City Clerk (Date) Mayor ProTerm Donald McBride (Date)

Column A: Enter the Resolution Number;
 Column B: Enter the DFA FUND Number affected;
 Column C: Enter REVENUE, EXPENDITURE or TRANSFER TO or TRANSFER FROM;
 Column D: Enter APPROVED BUDGET;
 Column E: Enter ADJUSTMENT (enter decreases as a negative);
 Column F: ADJUSTED BUDGET is Column D plus Column E;
 Column G: Enter PURPOSE.

AGENDA ITEM NO. 7

CITY OF SUNLAND PARK

CITY COUNCIL

(FOR INFORMATION ONLY)

Meeting Date: 4/2//2019

Submitted By: Louise Marquez
CED Director

Subject: Second Reading/Adoption of a new Subdivision Ordinance and repeal: No. 1984-09, 6-5-1984; amd. Ord. 1993-12, 12-28,1993; Ord. 1984-10, 7-17-1984; amd. Ord 2005-02, 4-5-2005; Ord. 2006-11, 11-7-2007; amd Ord. 2006-11m 11-7-006; 2000 Code.

Fiscal Impact:

Amount Budgeted: N/A

Fund: N/A

Amount Available: N/A

Background: See cover letter and proposed ordinance. City Staff has provided two Work Sessions on 3/12/19 and 3/27/19 to discuss this ordinance and answer the Mayor's, Commissioner's, Councilor's questions..

Recommendation: Approve