

MINUTES OF THE CITY COUNCIL  
OF THE CITY OF RUIDOSO DOWNS  
CITY COUNCIL CHAMBERS  
REGULAR MEETING  
MARCH 9, 2015  
4:30 P.M.

The Council of the City of Ruidoso Downs met in regular session on March 9, 2015. Mayor Williams called the meeting to order at 4:30 p.m. and asked Chief Rupp to lead the Pledge of Allegiance. Mayor Williams asked Carol Virden, City Clerk/Treasurer to take roll call. The following were present:

Councilor Miller (via teleconference)  
Councilor Morales

Councilor Perry  
Councilor Ritter

Carol Virden, City Clerk/Treasurer informed Mayor Williams there was a quorum.

Also present:

Alexandra Bobbit, City Attorney  
Mary Castaneda, Finance Director  
Christopher Rupp, Police Chief  
Dale Graham, Project Manager  
Billy Crouch, Associate Director HMAW

APPROVAL OF AGENDA

Mayor Williams stated the next item on the agenda was Approval of Agenda.

Mayor Williams entertained a motion for Approval of Agenda.

Councilor Morales moved to approve the agenda. Seconded by Councilor Perry.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

APPROVAL OF CONSENT AGENDA

Mayor Williams stated the next item on the agenda was Approval of the Consent Agenda.

Mayor Williams entertained a motion for Approval of the Consent Agenda.

Councilor Miller moved to approve the Consent Agenda. Seconded by Councilor Ritter.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

APPROVAL OF MINUTES OF SPECIAL MEETING OF FEBRUARY 17, 2015.

APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 23, 2015.

Councilor Miller moved to approve Minutes of the Special Meeting of February 17, 2015 and Minutes of the Regular Meeting of February 23, 2015. Seconded by Councilor Ritter.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye. Motion carried.

APPROVAL OF ACCOUNTS PAYABLES

Councilor Miller moved to approve Accounts Payables. Seconded by Councilor Ritter.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Mayor Williams stated the next item on the agenda was – Mayor’s Comments.  
Mayor Williams had no comments.

Mayor Williams state the next item on the agenda was – Councilor’s Comments.  
There were no Councilor’s Comments.

Mayor Williams stated the next item on the agenda was – Discussion and Possible Action – Request from Vic Falvey USSSA New Mexico State Baseball Director – Use of All American Park – Baseball Field – May 22, 23, 24, & 25, 2015.

Dale Graham, Project Manager said as far as I know this is the one that comes every year and puts people in our hotels and restaurants and it will be over the Memorial Day weekend.

Councilor Ritter asked if this is the one that comes to all of the other baseball fields too?

Dale Graham said yes.

Mayor Williams entertained a motion to approve - Request from Vic Falvey USSSA New Mexico State Baseball Director – Use of All American Park – Baseball Field – May 22, 23, 24, & 25, 2015.

Councilor Perry moved to approve - Request from Vic Falvey USSSA New Mexico State Baseball Director - Use of All American Park - Baseball Field - May 22, 23, 24, & 25, 2015. Seconded by Councilor Morales.

Councilor Ritter asked if any dollar expense involved with this? I don't see anything.

Carol Virden, City Clerk/Treasurer said there is a \$600 fee as well as the organization will provide the City of Ruidoso Downs with an insurance policy naming the City of Ruidoso Downs as additionally insured.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

Mayor Williams stated the next item on the agenda was - Discussion and Possible Action - Resolution No. 2015-03 A Resolution Authorizing the Submittal of an application for the 2015-2016 New Mexico Department of Transportation Municipal Arterial Program for Street and Drainage Improvements to Griffith Drive.

Dale Graham, Project Manager said what we are asking for is for you to pass this resolution so we can apply to the DOT for 2015-2016 for funds to repave Griffith Drive when we get done with the water and sewer project. It's a 75% with a 25% match. We can part away some of our match by doing some of the work by doing it in-kind.

Mayor Williams entertained a motion for approval of - Resolution No. 2015-03 A Resolution Authorizing the Submittal of an application for the 2015-2016 New Mexico Department of Transportation Municipal Arterial Program for Street and Drainage Improvements to Griffith Drive.

Councilor Morales moved to approve - Resolution No. 2015-03 A Resolution Authorizing the Submittal of an application for the 2015-2016 New Mexico Department of Transportation Municipal Arterial Program for Street and Drainage Improvements to Griffith Drive. Seconded by Councilor Miller.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

Mayor Williams stated the next item on the agenda was - Discussion and Possible Action - Memorandum of Understanding (MOU) between the City of Ruidoso Downs and Holloman Air Force Base - New Mexico & Holloman AFB Memorandum of Understanding for Off-Installation Emergency Actions Involving Explosives and Explosive Devices. Chief Rupp said the MOU is in regard to emergencies and explosive devices. It will assist the Police Department in dealing with instances involving explosives when the State Police are unable to respond. This will allow the Police Department to have the best options

available. In the past we've had instances of bomb threats. This will allow us to use Holloman.

Mayor Williams entertained a motion to approve - Memorandum of Understanding (MOU) between the City of Ruidoso Downs and Holloman Air Force Base - New Mexico & Holloman AFB Memorandum of Understanding for Off-Installation Emergency Actions Involving Explosives and Explosive Devices.

Councilor Morales moved to approve - Memorandum of Understanding (MOU) between the City of Ruidoso Downs and Holloman Air Force Base - New Mexico & Holloman AFB Memorandum of Understanding for Off-Installation Emergency Actions Involving Explosives and Explosive Devices. Seconded by Councilor Ritter.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

Mayor Williams stated the next item on the agenda was - Discussion and Possible Action - Personnel Recommendation - Public Works Department - Position - Water/wastewater Maintenance Worker.

Dale Graham, Project Manager said I am here to ask your approval for the hire of Michael Snowden as our new Water/Wastewater Maintenance Worker. After doing the interviews Mr. Snowden seemed to be the one for our team.

Councilor Morales asked if he was related to Bobby?

Dale Graham said no.

Mayor Williams entertained a motion to approve - Personnel Recommendation - Public Works Department - Position - Water/Wastewater Maintenance Worker.

Councilor Perry moved to approve - Personnel Recommendation - Public Works Department - Position - Water/Wastewater Maintenance Worker. Seconded by Councilor Morales.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

Mayor Williams stated the next item on the agenda was - Discussion and Possible Action - Personnel Recommendation - Public Works Department - Position - Office Manager.

Dale Graham, Project Manager said once again we are asking you to approve the position of Office Manager and her name is Bonnie Ambrose. She has office and computer experience. I was very impressed with her.

Mayor Williams entertained a motion to approve – Personnel Recommendation – Public Works Department – Position – Office Manager.

Councilor Ritter asked if the \$10.73 was correct? It seems to me that someone with a Bachelor's Degree it's really low. It makes her experience more valuable.

Dale Graham said it's something we're going to try to work on in the next budget.

Councilor Miller moved to approve – Personnel Recommendation – Public Works Department – Position – Office Manager. Seconded by Councilor Perry.

Councilor Morales said Dale, you said she was moving from Farmington? When do you expect her to get here?

Dale Graham said she wanted to give them at least a couple weeks notice so after that.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried

Mayor Williams stated the next item on the agenda was – Discussion and Possible Action – Agenda Briefing Memorandum of Corrected Administration Fees on RWWTP.

Mary Castaneda, Finance Director said the Village of Ruidoso had a regular JUB meeting in regard to the budget changes on January 21, 2015. I attended this meeting and was allowed to present the current calculations for processing the monthly Administrative fees for the regular billings. In the past we had some bills where the Administrative fees were a flat \$45,000 and I had requested backup documentation for those fees. They finally got their budget straightened so I went to the JUB meeting and presented the numbers with their corrected budget figures. I presented the Administrative fees of what I felt were correct for the percentages we owe. It shows there was a difference between their figures and ours and they did not approve that. What this does is it brings us back because I had estimated those Administrative fees on the first six months billings and paid those per Council's approval. Now I have an exact amount and so I'm asking you to accept the corrected fees and pay the difference of \$644.16 for the six months that we paid prior.

Mayor Williams entertained a motion to approve – Agenda Briefing Memorandum of Corrected Administration Fees on RWWTP.

Councilor Morales moved to approve – Agenda Briefing Memorandum of Corrected Administration Fees on RWWTP. Seconded by Councilor Perry.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried.

Mayor Williams stated the next item on the agenda was – Discussion and Possible Action – City of Ruidoso Downs Municipal Court Safety Agreement.

Alexandra Bobbit, City Attorney said I would like to state the one that you have has been agreed upon but there were some last minute corrections and I will get it to you. I submitted the finalized version to the Police Department this afternoon and to the Municipal Court. I then spoke to Ms. Armstrong about some questions she had and she did ask that I clarify some portions of the contract. We're going to go first to number three where it says the Police will assist the Court with ensuring Court safety during court hearings and transportation of prisoners. That is basically at the Court's discretion and that's why I stated it. That brings us to number five with the forty eight-hours notice. That of course has nothing to do with the emergency button in the Court. Number eight with the Standard Operating Procedure with the Police Department is what they will use to govern any physical contact. The Court will be given a copy of the Police Department Standard Operating Procedures. Last week was number twelve and the money will come from the Police Department's budget and not the Court.

Councilor Ritter said maybe that should be looked at in the new budget to put it under the Court because the officer is totally dedicated to the Court during that time.

Mayor Williams entertained a motion to approve – City of Ruidoso Downs Municipal Court Safety Agreement.

Councilor Morales moved to approve City of Ruidoso Downs Municipal Court Safety Agreement. Seconded by Councilor Miller.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried

The next item on the agenda was from the Consent Agenda.  
Discussion and Possible Action – Wastewater Treatment Plant – Invoices – January 2015.

Councilor Miller moved to approve – Wastewater Treatment Plant – Invoices – January 2015. Seconded by Council Ritter.

Roll call votes: Councilor Miller, Aye; Councilor Perry, Aye; Councilor Morales, Aye; Councilor Ritter, Aye. Motion carried

#### OTHER BUSINESS

Mayor Williams stated the next item on the agenda was – Updated Financial Status Reports – Hubbard Museum of the American West and Lincoln County Transit.

Mary Castaneda , Finance Director said these figures are tentative for February. Lincoln County Transit had a beginning cash balance of \$39,490.90. Revenue was \$1,220.00 and expenditures were \$3,891.41 leaving a tentative cash balance of \$37,329.41. The museum had a beginning cash balance of \$13,237.64. Revenues were \$30, 598.55. She said \$25,000.00 of that was from the Hubbard Museum Foundation third quarter contribution. Expenditures were \$22,256.95 leaving a cash balance of \$21,579.14.

Mayor Williams stated the next item on the agenda was - Municipal Court Presentation - New Hire for Bailiff Position.

Harrold Mansell, Municipal Judge said it's my pleasure to introduce Dixie Hipp and she has been the Dispatcher over there and has a total of seven years of experience at the State Petitionary in La Mesa, Texas.

Councilor Morales asked Dixie how long she has been with the Ruidoso Downs Police Department?

Dixie Hipp said almost five years.

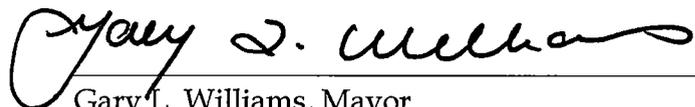
#### PUBLIC INPUT

Mayor Williams stated the next item on the agenda was - Public Input.

There was no Public Input.

#### ADJOURNMENT

There being no further business to attend to Councilor Morales moved to adjourn at 4:55 p.m. Seconded by Councilor Perry.

  
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Gary L. Williams, Mayor



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Carol Virden, City Clerk/Treasurer