

The Town Council of the Town of Pecos City met in Regular City Council Meeting in the City Council Chambers on October 27, 2016 at 5:31 P.M. with the following present:

Venetta Seals	Mayor
Gerald Tellez	Mayor Pro Tem
Wally Moon	Councilman
Arthur Orona	Councilman
Rudy Villegas	Councilman
Chuck Knudsen	Councilman
Eric Honeyfield	City Manager
Heather Ramirez	Finance Director
Juan Vasquez	Patrol Captain
Jack Brookshire	Fire Marshal
Holly Jarocki	Code Enforcement Building/Health Inspector
Gary Rumbaugh	Public Works Director
Jesus Silva	Public Works Assistant
Jesus Gomez	MIS Specialist
Syndi Fuentez	Director of Permits

Item A. Mayor Venetta Seals called the October 27, 2016 meeting to order at 5:31 pm.

Item B. Invocation by Councilman Tellez

Item C. Pledge of Allegiance by Councilman Knudsen

Item D. Public Comments
No public Comments.

Item E. Consent Agenda

On Motion by Councilman Knudsen and seconded by Councilman Orona and with Councilman Villegas abstaining from the Accounts Payable Report Napa page 13 (\$1949.18) page 21 (\$202.34) the Council voted unanimously to approve the Consent Agenda as presented; Monthly Juvenile Report for September 2016; Overtime Report PP22 Monthly Municipal Court Report for September 2016, and Accounts Payable.

Item F. Non-Consent Agenda

1. **RESOLUTION NO. 16-10-02R**– Heather Ramirez, Finance Director, stated for the Community Development Block Grant Program we received two request for proposals for the Administration Services from Grant Works and Carlos Colina-Vargas and we did a scoring sheet which was based on experience, work performance, capacity to perform the proposed cost and we got those total scores and after scoring by Staff Grant Works accumulated an average of 90 and Carlos Colina-Vargas accumulated an

average of 72 therefore; Administration will recommend going with Grant Works. On the Engineering Services we received bids from Kleinman Consultants, Jacob and Martin LTD, Frank X. Spencer and Associates, ParkHill, Smith and Cooper, and Freese and Nichols. Freese and Nichols scored an average of 85, Jacob and Martin scored an average of 88, ParkHill, Smith & Cooper scored an average of 90, and we had a tie for Kleinman & Frank Spencer at 97. Staff would be fine with either one and Grant Works for Administration. Councilman Orona asked if the two that are tied are local or where they are from. Jesus Silva stated that Kleinman Consultants are out of Andrews, and Frank Spencer has a local office and one in El Paso. Councilman Tellez voiced some concerns about Grant Works and a loss of funds. Heather stated that Grant Works received a zero for that. Councilman Knudsen also voiced a concern about a recent loss of a grant by Carlos Colina-Vargas. Mr. Colina-Vargas stated that due to Grant Work's error the City of Pecos will be paying 87k dollars a year for lack of delivery on the project. Colina-Vargas stated it was funds approved and awarded and Grant Works failed to submit a report within the grace period. Mr. Colina-Vargas stated that he applied for a couple of grants that were not funded due to the State running out of money. Mary Alice Smith with Grant Works stated she wasn't aware of the details on the 1.2 million dollar grant, but would be happy to do further research into this matter. Councilman Tellez would like to postpone this item to give M.A. Smith with Grant Works a chance to look into this matter. Council agreed to table approval for Resolution No. 16-10-02R and requested that Heather Ramirez give Council a copy of both the scoring results and RFP's. Councilman Knudsen moved to postpone Resolution 16-10-02 until the next Council Meeting and seconded by Councilman Orona.

2. **CONDEMNED PROPERTIES-** (Continuance from October 13, 2016) Holly Jarocki Code Enforcement addressed the Council on the property located at 702 S. Ash. Jarocki stated she had an opportunity to meet with Mrs. Baeza this past week. Mrs. Baeza indicated to Jarocki that the property is in probate and was not able to indicate a time frame. In the interim Jarocki put together information of what was sent to the property and dates. The 1st letter sent was October 8, 2015, and attached was information of Reeves Cad and the purpose for that is to verify proof of property ownership. A Couple of letters were received unclaimed and shows an attempted delivery on a couple of dates from the post office. Hearing notice was sent certified letter and was signed by son. That notice was to notify owner of hearing time frame and Holly verified it was still same owner. Knudsen brought up that all properties during the previous meeting including 702 S. Ash had already asked for extensions and Holly stated that was incorrect. Some of them requested extensions last year but had not complied. This property had no contact from owner to the city. Holly stated that she has worked with Mrs. Baeza on several other properties she owns that are not condemned properties. Jarocki also stated that she didn't know that this property belonged to Baeza's deceased husband, but has always come in to make arrangements. Moon asked if Mrs. Baeza is asking for an extension for the property. Randy Reynolds is her probate attorney and stated that she did inherit the

property and her intent is to salvage the property and is asking for an extension. Mayor Seals asked if the probate is done. Reynolds stated that she just needs more time on this property. Jarocki stated that she has no problem giving her more time we just need to know the type of scope of the work that will be done on the property and within a reasonable amount of time. Reynolds stated that she wants to renovate it and rent it out. Jarocki stated normally if anyone wants to make arrangements the City normally will give 180 days, and have to start showing progress within the first 30 days of extension. That progress can begin with cutting weeds on the entire property. Jarocki said the owner has 4 weeks to make contact with our office. From the time they contact the office, Code will advise the owner of the options they have and at that point the owner makes a decision and paperwork is signed in the office. That is the time when the 180 days start. Mrs. Baeza tried to make contact during the week of Jarocki being out of the office but, has made contact with us already. Jarocki stated that it's up to the Council to grant the extension at this time. On Motion by Councilman Knudsen and seconded by Councilman Tellez the Council voted unanimously to approve Mrs. Baezas 180 day extension to renovate the property at 702 S. Ash.

3. **QUARTERLY INVESTMENT REPORT-** Heather Ramirez, Finance Director stated that the Quarterly Investment Report is a requirement with the Public Funds Investment Act that she gives these reports every quarter. This is the 3rd Quarter and on the period ending over the last 3 months we've earned \$13,794.00 in interest. The 2nd quarter we earned about \$12,200.00 give or take in interest and we're doing good. Ramirez asked if there were any questions. No questions were asked. On Motion by Councilman Knudsen and seconded by Councilman Tellez to approve the Quarterly Investment Report for the 3rd quarter as presented. Mayor Seals stated for the record Councilman Villegas had to leave at 6:15.
4. **RESOLUTION NO. 16-10-03R-** Heather Ramirez, Finance Director stated that this Resolution is a requirement from Security Benefit. Security Benefit is a supplementary benefit we offer to the employees for about 4 years and as of today we have 40 employees that are using it. This is all contribution from the employee and every year we have to adopt a Resolution to keep our records up to date as a requirement by the IRS. Security Benefit requires it to do it through a Resolution. This will be seen every year. On Motion by Councilman Tellez and seconded by Councilman Orona to approve Resolution 16-10-03R as presented.

Item G. Discuss items for Next City Council Agenda

1. Resolution No. 16-10-02R

Item J. Adjourned at 6:22pm.

Attest:

City Secretary

Venetta Seals, Mayor