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2 **MINUTES**
3 **TOWN COUNCIL WORKSHOP/BRIEFING MEETING**

4 **Town Council Chambers**
5 **120 Civic Plaza Drive**
6 **Taos, New Mexico**

7
8 **January 9, 2007**
9

10 **1. CALL TO ORDER:** The Staff Briefing Meeting of the Taos Town Council was
11 called to order by the **Honorable Mayor Bobby F. Duran** 9:35 a.m.

12
13 **2. ROLL CALL:** Ms. Renee Lucero, Town Clerk, called roll and a quorum was
14 present.

15
16 Those present were Mayor Bobby F. Duran, Councilmembers Erlinda Gonzales,
17 Meliton Struck, Darren Cordova and Rudy Abeyta. Also present were Town
18 Manager Tomas Benavidez, Town Attorney Renee Barela-Gutierrez and Town
19 Clerk Renee Lucero.

20
21 **3. PLEDGE OF ALLEGIANCE:** Councilmember Cordova led the audience in the
22 pledge of allegiance.

23
24 **4. APPROVAL OF AGENDA:** Councilmember Struck made a motion to approve the
25 Agenda as presented. Councilmember Cordova seconded the motion. The motion
26 carried unanimously.

27
28 **Council Briefing Meeting**

29 10:00 a.m. - 12:00 p.m.

30 **SCHEDULED BRIEFINGS:**

- 31 **A. Honorable Richard Chavez, Municipal Judge**
32 **B. Lou Baker, Planning Director**
33 **C. Eddie Lucero, Chief of Police**
34 **D. Marietta Fambro, Finance Director**
35 **E. Tomas Benavidez, Town Manager**
36 **F. Renee Lucero, Town Clerk**
37 **G. Kathleen Branchal, Convention Center**
38 **H. Reuben Martinez, IT Administrator**
39 **I. Patricia Trujillo, Human Resources Director (absent)**
40 **J. Francisco Espinoza, Public Works Director**
41 **K. Patrick Vigil, Public Utilities Director**
42 **L. Eric Montoya, Administrative Fire Chief**
43 **M. Dorothy Kethler, Library Services Director**
44 **N. Renee Barela-Gutierrez, Town Attorney**
45 **O. Mauro Rosales, Buildings Director**
46 **P. Dennis Martinez, Parks Superintendent**

- 1 **Q. Brian Greer, Youth and Family Center Director (By Miranda Quintana)**
- 2 **R. Mark Fratrack, Airport Manager**

3

4 **5. ADJOURNMENT:** A motion was made by **Councilmember Abeyta** and seconded

5 by **Councilmember Cordova** to adjourn the meeting. The motion carried

6 unanimously and the meeting adjourned at 11:57 a.m.

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8

9 **LUNCH BREAK**

10

11

12 **SPECIAL MEETING**

13

14 **1. CALL TO ORDER** The Special Meeting of the Taos Town Council was called to

15 order by the **Honorable Mayor Bobby F. Duran** at 1:36 p.m.

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17 **2. ROLL CALL:** Ms. **Renee Lucero, Town Clerk**, called roll and a quorum was

18 present.

19

20 **Those present were Mayor Bobby F. Duran, Councilmembers Erlinda Gonzales,**

21 **Meliton Struck, Darren Cordova and Rudy Abeyta. Also present were Town**

22 **Manager Tomas Benavidez, Town Attorney Renee Barela-Gutierrez and Town**

23 **Clerk Renee Lucero.**

24

25 **3. APPROVAL OF AGENDA:** **Councilmember Struck** made a motion to approve

26 the Agenda as presented. **Councilmember Abeyta** seconded the motion. The

27 motion carried unanimously.

28

29 **4. MATTERS FROM STAFF**

30 **A. Dorothy Kethler, Library Director**

31 Approval to enter into a multi year contract with Pitney Bowes for equipment

32 rental agreement of postal meter for Taos Public Library. State contract # 50-

33 00005 in the amount of \$56.08 + tax per month for 36 months for a total of

34 \$2018.88 + tax.

35

36 **Councilmember Cordova** made a motion to approve the item as presented.

37 **Councilmember Struck** seconded the motion. The motion was approved by an

38 affirmative vote. Those voting **AYE** were: **Councilmembers Gonzales, Struck,**

39 **Abeyta and Cordova.**

40

41 **B. Marietta Fambro, Finance Director**

42 Approval of Resolution 07-05 Budget Adjustment Request - 1) Capital

43 Improvements Fund (51) - Decrease capital outlay and increase operating in the

44 amount of \$10,000 for purchase of concrete forms for barrier walls & concrete

45 sidewalks. 2) Vehicle Replacement Fund (54) - a. Increase capital outlay by

1 \$130,000 from unreserved fund to purchase a new tandem truck to include a
2 snowplow & salt spreader for Public Works.

3
4 **Councilmember Cordova** made a motion to approve **Resolution 07-05** as
5 presented. **Councilmember Gonzales** seconded the motion. The motion was
6 approved by an affirmative vote. Those voting **AYE** were: **Councilmembers**
7 **Gonzales, Struck, Abeyta and Cordova.**

- 8
9 **5. ADJOURNMENT:** A motion was made by **Councilmember Abeyta** and seconded
10 by **Councilmember Cordova** to adjourn the meeting. The motion carried
11 unanimously and the meeting adjourned at 1:41 p.m.

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13
14 **WORKSHOP MEETING**

- 15
16 **1. CALL TO ORDER** The Workshop Meeting of the Taos Town Council was called
17 to order by the **Honorable Mayor Bobby F. Duran** at 1:41 p.m.
18
19 **2. ROLL CALL:** Ms. **Renee Lucero, Town Clerk**, called roll and a quorum was
20 present.

21
22 Those present were **Mayor Bobby F. Duran, Councilmembers Erlinda Gonzales,**
23 **Meliton Struck, Darren Cordova and Rudy Abeyta.** Also present were **Town**
24 **Manager Tomas Benavidez, Town Attorney Renee Barela-Gutierrez and Town**
25 **Clerk Renee Lucero.**

26
27 **3. APPROVAL OF AGENDA:**

- 28 • **CHANGE AMOUNT on Item 6. A. from \$25/hour to \$32/hour**
29 • **REMOVE Item 6.C.** Request approval of Survey Incentive Procedures to
30 implement the Survey Incentive Ordinance, adopted in December 2006.
31 • **REMOVE Item 5.C.1** Request approval of Contract TT-95-188 for Sam H.
32 Trujillo dba Pro-Tech Security Systems for Security Alarm Monitoring for El
33 Pueblo Hall, Town Hall, Convention Center (Bataan-Rio Grande Halls),
34 Buildings Dept., Youth & Family Center and Library in the amount of \$2,894.00.
35 The contract is from January 1, 2007 - January 1, 2008.
36 • **REMOVE ITEM 5.C.2** Request approval of Contract TT 95-189 for Sam H.
37 Trujillo dba Pro-Tech Security Systems for Installation of Security System at Don
38 Fernando Hall and Youth and Family Center Swimming Pool in the amount of
39 \$6,575.00. The contract is from January 1, 2007 - January 1, 2008.
40 • **REMOVE ITEM 5.C.3.** Request approval of Contract TT 95-190 for Sam H.
41 Trujillo dba Pro-Tech Security Systems in the amount of \$1,800.00 for repair or
42 replace Fire Panel, repair & replace equipment where needed to get fire alarm
43 panel in working order, repair & replace transmitters in burglar alarm transmitters
44 and get alarm in working order at the Library.

- 1 • **REMOVE ITEM 5.C.4.** Request approval of Contract TT 95-191 for Sam H.
2 Trujillo dba Pro-Tech Security Systems for Emergency Repair of Alarm Service
3 in the amount of \$5,000.00. The contract is from January 1, 2007 - January 1,
4 2008.

5
6 **Councilmember Gonzales** made a motion to approve the Agenda as amended.
7 **Councilmember Struck** seconded the motion. The motion carried unanimously.
8

9 **4. REPORTS FROM CONSULTANTS/OTHERS**

10 **A. Peter Wengert, Presentation on film festival**

11 **B. Barbara Shepherd, Taoseños for Real Traffic Relief Presentation**

12 **C. Affordable Housing Presentation – *The Council directed Marietta Fambro,***
13 ***Finance Director, to locate funds for infrastructure needs and a survey.***

14 **D. Presentation of the Annexation Strategic Plan**

15
16 **5. MATTERS FROM DEPARTMENT HEADS/STAFF**

17 **A. Lou Baker, Planning & Zoning Director**

18 1. PUBLIC HEARING -- Approval and adoption of Ordinance 07-02 Amending
19 Outdoor Lighting on Public and Private Property 99- 2. (*Referred to Public*
20 *Hearings*)

21 2. PUBLIC HEARING - Consideration and approval of Ordinance 07-03,
22 amending the official zoning map Ordinance 06-21, Zone Change to C-1
23 (Neighborhood Commercial) of a 3.137 acre property located at 119 Herdner
24 Road. (*Referred to Public Hearings*)

25 3. Consideration & adoption of Resolution 07-04 - a resolution to endorse the
26 U.S. Mayors climate protection agreement. (*Referred to Regular Agenda*)

27 **B. Eddie Lucero, Chief of Police**

28 Consideration and action to add the Pepperball Policy to the Town of Taos
29 Orientation Policy and Procedures Manual for the Taos Police Department.
30 (*Referred to Consent Agenda*)

31 **C. Francisco “French” Espinoza, Public Works Director**

32 Approval of Resolution 07-06 of the Town of Taos in support of the roadway
33 improvement project on NM585. (*Referred to Regular Agenda*)
34

35 **6. MATTERS FROM TOWN ATTORNEY**

36 **A.** Request approval of service Contract TT-95-170 with Don Francisco Trujillo in
37 the amount of \$32/hour not to exceed \$20,000 for the purpose of providing event
38 planning services for the Taos Convention Center. (*Item Tabled*)

39 **B.** PUBLIC HEARING - Approval of Ordinance 07-04 amending the Town of Taos
40 Personnel Ordinance, Title 3, Governance and Personnel Manual clarifying leave
41 accumulation. (*Referred to Public Hearings*)
42

43 **7. MATTERS FROM MAYOR AND COUNCIL**

44 **A.** Approval of Resolution 07-01; Open Meetings Act, **by Councilmember**
45 **Gonzales. (TO BE PLACED ON AGENDA FOR STATE OF THE TOWN)**

1 **B.** Approval of award of RFP #06-07-08 for Public Relations Proposal to A3 in the
2 amount of \$45,000.00 for the following purposes: Develop a system and conduct
3 a consistent public information program that regularly communicates to the public
4 about the actions of the council and the services provided by the Town of Taos;
5 Provide information about special events and emergency conditions; Plan and
6 conduct periodic citizens surveys to assist the Council and the Manager in
7 evaluating the effectiveness of public services; Assist other Town employees in
8 communicating with citizen about Town programs through appropriate media
9 literacy training, assistance with the development of collateral materials and
10 review of website content. *(Item Tabled)*

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12 **10. ADJOURNMENT:** A motion was made by **Councilmember Abeyta** and seconded
13 by **Councilmember Cordova** to adjourn the meeting. The motion carried
14 unanimously and the meeting adjourned at 5:36 p.m.

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16 **APPROVED:**
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18 _____
19 **Bobby F. Duran Mayor**

20
21 **ATTEST:**
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23 _____
24 **Renee Lucero, Town Clerk**