



## AGENDA

City Commission Regular Meeting

North Annex

Clovis-Carver Library

5:15 PM , Thursday, September 11, 2025

### **I. PLEDGE OF ALLEGIANCE AND OFFICIAL SALUTE TO THE NEW MEXICO FLAG**

### **II. ROLL CALL**

### **III. APPROVAL OF AGENDA**

### **IV. APPROVAL OF MINUTES**

1. [Approval of August 21, 2025 Commission minutes.](#)

### **V. RECOGNITION OF VISITORS**

### **VI. PROCLAMATIONS, AWARDS AND PRESENTATIONS**

1. [Presentation of clock to Distinguished Supervisor of the Quarter Chet Gurule \(Police Department\) and Distinguished Line Employee of the Quarter Frances Reeser- \(Human Resources\), Trevor Thron, Police Chief, Laura Wyche, Human Resources Director, Mayor Morris.](#)
2. [Presentation of Proclamation Proclaiming September 17-23, 2025 as "Constitution Week", Nancy Anne Streseman, Samantha Streseman, El Portal Daughters of the American Revolution.](#)
3. [Presentation of Proclamation Proclaiming September 15th, 2025 as "Celebration of Early College High School Day" in the City of Clovis, Dr. Jonathan Fuentes, President Clovis Community College.](#)

### **VII. RECEIPTS OF PETITIONS AND COMMUNICATIONS**

1. [Civic Center Quarterly Report, Sarah Stevens, Civic Center General Manager.](#)

### **VIII. CONSENT AGENDA**

This item is placed on the agenda so that the Commission, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any proposal does not meet with the approval of all Commission members, or if a citizen so requests, that item will be heard when reached under the regular agenda.

1. [Request for Approval of Adoption of Resolution Number 3336 -2025 Authorizing the Submission of a Grant Application to the New Mexico Department of Transportation for Financial Assistance for Fiscal Year 2027 Under 49 U.S.C. 5311 of the Federal Transit Act and to Accept Funds When Awarded; and Authorizing the Mayor to Act as the City of Clovis' Chief Executive Officer and Authorized Representative in All Matters Pertaining to This](#)

Grant Program and Authorizing a Letter of Support, Garry Johnson, CATS Director.

2. Request for Approval of Adoption of Resolution Number 3337-2025, Authorizing the Mayor to Execute a Letter of Waiver for Payments in Lieu of Taxes (PILOT) for FY 2024 for the Clovis Housing & Redevelopment Authority, Josie Mount, Clovis Housing & Redevelopment Agency Executive Director.
3. Request for Approval of Adoption of Resolution Number 3338-2025, Authorizing the Mayor to Execute a Letter of Waiver for Payments in Lieu of Taxes (PILOT) for FY 2025 for the Clovis Housing & Redevelopment Authority, Josie Mount, Clovis Housing & Redevelopment Agency Executive Director.
4. Request for Approval to Reappoint Bryan Davis to Serve on the Parks, Recreation & Beautification Committee as Representative for District 3, Vicki Reyes, Assistant City Clerk.
5. Request for Approval to Reappoint Tom Martin to Serve on the Planning & Zoning Commission as a Citizen Member, Vicki Reyes, Assistant City Clerk.
6. Request for Approval to Reappoint Rhonda Sparks to Serve on the Clovis-Carver Library Board as a Citizen Member, Vicki Reyes, Assistant City Clerk.
7. Request for Approval of Emergency Budget Change in the Amount of \$11,350.00 for Temporary Parking at the Hillcrest Senior Life Center, Barbara Riggan, Senior Services Director.
8. Request for Approval of Budget Transfer in the Amount of \$296,417.20 from General Fund Cash Reserves to Police Department Fund (010301 62470) for Purchase of EFORCE CAD (Computer Aided Dispatch)/RMS (Records Management System) for use by the Police Department and Fire Department, Steven Wright, Deputy Police Chief.
9. Request for Approval of Addendum to Lease Agreement Between the City of Clovis and the Food Bank of Eastern New Mexico, Claire Burroughes, Assistant City Manager.
10. Request for Approval to Award the Property Abatement & Other Related Services (On-Call) RFP to Workheiser Enterprises, Inc., Amanda Cook, Purchasing Agent.
11. Request for Approval to Apply for and Accept, if Awarded, a FY2026 Regional Recreation Centers & Quality of Life Grant in an Amount not to Exceed \$4,100,000 for City of Clovis Parks Improvements, Logan O'Brien, Grant Coordinator.
12. Request for Approval to Apply for and Accept, if Awarded, a FY2026 New Mexico Land and Water Conservation Grant Program, and the LWCF State Supplemental Match Fund, in an amount not to exceed \$1,000,000 for Fencing and Trailhead Improvement at Ned Houk Park, Logan O'Brien, Grant Coordinator.
13. Request for Approval to Apply for, and Accept if Awarded, a 2026 New Mexico Outdoor Recreation Trails+ Grant in an Amount Not to Exceed \$100,000 With A Matching Funding Requirement of \$50,000, For Water Infrastructure Improvements at Ned Houk Park, Logan O'Brien Grant Coordinator.
14. Request for Approval to Apply for, and Accept if Awarded, a 2026 New Mexico Animal Welfare Program Grant Application in an Amount Not to Exceed \$120,000 With No Matching Funds Requirement for Improvements at the Clovis Animal Shelter, Logan O'Brien Grant Coordinator.
15. Request for Approval of CDM Smith Work Plan Proposal for 2025 Groundwater Monitoring Event #2 for the Clovis Regional Solid Waste Facility, Clint Bunch, Public Works Director.
16. Request for Approval of Budget Change for the Purchase of a 420-07xe Caterpillar Backhoe

Loader for the Clovis Regional Landfill in the Amount of \$55,207, Clint Bunch, Public Works Director.

**IX. INTRODUCTION AND ADOPTION OF RESOLUTIONS AND ORDINANCES**

**X. UNFINISHED BUSINESS**

**XI. NEW BUSINESS**

1. Request for Approval of Proposed Employee Salary Increases, Justin Howalt, City Manager.
2. Request for Approval of Quarterly Lodger's Tax Disbursements, Thomas Martin, Lodger's Tax Advisory Board Chairperson.
3. Request for Approval of Scope and Fee with CDM Smith to Conduct a Wastewater Rate Study & Capital Improvement Plan, Justin Howalt, City Manager.
4. Request for Approval to Install a Safe Haven Baby Box at Fire Department Station 2, Mike Morris, Mayor.
5. Request for Approval of Professional Services Agreement to Renew Retail Consulting Services Between the City of Clovis and Retail Strategies, LLC, Claire Burroughes, Assistant City Manager.
6. Request for Approval of a New National Opioids Secondary Manufacturers Settlement Agreement, Jared Morris, City Attorney.

**XII. REPORTS OF BOARDS, OFFICERS AND COMMITTEES**

- ENMWUA Board meeting, Thursday, August 28.
- Joint City/County Commission meeting, Monday, September 8.
- Lodger's Tax Advisory Board, Tuesday, September 9.
- Economic Incentive Board, Wednesday, September 10.

1. Monthly Investment Report, LeighAnn Melancon, Finance Director.

**XIII. FUTURE AGENDA ITEMS**

**XIV. ANNOUNCEMENT OF DATE, TIME AND PLACE OF CITY BOARD AND COMMISSION MEETINGS**

- A. NMML Annual Conference, Tuesday, September 16-19, 2025, Ruidoso.
- B. LEPC, 3:00 p.m., Wednesday, September 17, 2025, North Annex, Clovis-Carver Library, 701 N. Main.
- C. Parks, Recreation & Beautification Committee, 5:30 p.m., Monday, September 22, 2025, North Annex, Clovis-Carver Library, 701 N. Main.
- D. Public Works Committee, 8:30 a.m., Wednesday, September 24, 2025, North Annex, Clovis-Carver Library, 701 N. Main.
- E. Senior Services Committee, 1:30 p.m., Thursday, September 25, 2025, North Annex, Clovis-Carver Library, 701 N. Main.
- F. ENMWUA Board, 3:00 p.m., Thursday, September 25, 2025, 5140 N. Prince.
- G. Trek for Trash, 8:00 a.m., Saturday, September 27, 2025, 500 Sycamore.
- H. City Commission meeting, 5:15 p.m., Thursday, October 2, 2025, North Annex, Clovis-Carver Library, 701 N. Main.

**XV. ADJOURNMENT**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed. Items placed under the Consent Agenda are recommended by the City Manager as Consent Items.