



## AGENDA

City Commission Regular Meeting

North Annex

Clovis-Carver Library

5:15 PM , Thursday, August 21, 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 7, 2025 minutes.

### V. RECOGNITION OF VISITORS

### VI. PROCLAMATIONS, AWARDS AND PRESENTATIONS

1. Presentation of Proclamation Proclaiming September 2025 as "National Preparedness Month", Ruthann Kelly, Emergency Management Director.
2. Presentation of Proclamation Proclaiming September 2025 as "National Recovery Month", Lacy Keith, Mental Health Resources.
3. Presentation of 2025 Yard of the Summer Awards, Commissioner Megan Palla, Nicolle Holcomb, Marketing and Events Coordinator.

### VII. RECEIPTS OF PETITIONS AND COMMUNICATIONS

### 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 Budget Transfer in an Amount not to Exceed \$120,000 from Designated Fund 63 (Recreation), for Improvement Projects at Roy Walker, Youth Recreation Building, Potter Pool and the Hillcrest Sand Volleyball Court, Russell Hooper, Parks and Recreation Director.
2. Request for Approval of Budget Transfer in an Amount not to Exceed \$70,000 from Fund 61 (Special Parks Cash Reserve) for Restroom Repairs at Hillcrest Park, Russell Hooper, Parks and Recreation Director.
3. Request for Approval of Agreement to Contract City of Clovis GIS Services with Consensus Planning in an Amount not to Exceed \$46,451.00, Stephen Rickman, IT Director.
4. Request for Approval for 2025-2026 Air Quality Reporting for the Clovis Regional Solid

Waste Facility, Clint Bunch, Public Works Director.

5. Request for Approval of Scope and Fee with HDR to Provide Professional Engineering Services for Martin Luther King Jr. Boulevard, and Norris Street Railroad Crossing Improvements, Justin Howalt, City Manager.
6. Request for Approval of Replat of Norris Street Business Park Unit #2, Lots 9 & 10, Michael Perkins, Zoning Administrator.
7. Request for Approval of Conditional Use at 921 Willow Street for a Group Child Care Home, Michael Perkins, Zoning Administrator.
8. Request for Approval of Funding Agreement with BNSF for the Norris Street & MLK Jr. Boulevard Railroad Crossing Project, Justin Howalt, City Manager.
9. Request for Approval of Scope and Fee with Bohannon Huston for Ponds & Wastewater Improvements at Hillcrest and Colonial Park Golf Course, Justin Howalt, City Manager.
10. Request for Approval of Budget Transfer in an Amount not to Exceed \$200,000 from Fund 61 Special Parks Cash Reserve for a Project in Hillcrest Park Zoo, Russell Hooper, Parks and Recreation Director.

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

1. Request for Approval of Adoption of Resolution Number 3334-2025 Authorizing the Submission of a New Mexico Community Development Block Grant Program Application to the Department of Finance and Administration Local Government Division (Sewerline Replacement on 2nd Street Between Delta and Hull Streets), and Authorizing the Mayor to act as the Authorized Representative In All Matters Pertaining to the City of Clovis Participation in the Community Development Block Grant Program. Project Request Includes Grant Match of \$64,600 from Fund 10 Wastewater. Logan O'Brien, Grants Coordinator.
2. Request for Approval of Adoption of Resolution Number 3335-2025 "Calling For The Submission Of The Question Of Imposing 0.1225% Municipal Gross Receipts Tax To All Qualified Voters At The Regular Local Election To Be Held On November 4, 2025; Providing For The Filing Of The Election Resolution With The Curry County Clerk; Authorizing And Directing The Officers And Employees Of The City To Coordinate With And Assist The Curry County Clerk With Respect To The Election; Prescribing Other Details In Connection With Such Election; And Ratifying Action Previously Taken In Connection Therewith", Justin Howalt, City Manager.

#### **X. UNFINISHED BUSINESS**

#### **XI. NEW BUSINESS**

1. Request for Approval of Proposal from S Resource, Inc. to Conduct a Position Classification Review, Health Insurance Premium and Compensation Plan Study, Justin Howalt, City Manager.
2. Request for Approval of Budget Transfer in an Amount of \$207,274.00 from Fund 77 (Cash Reserves) for the Purchase of a Mobile Stage, and Establishing Rental Rates, Russell Hooper, Parks and Recreation Director.
3. Request for approval to Apply for Grant Funding in an Amount no to Exceed \$1,000,000 from the Department of Finance Administration FY25 Capital Development Program Fund

for the Clovis Animal Shelter, and to Accept Funds, if Awarded, Logan O'Brien, Grants Coordinator.

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

- Planning & Zoning Commission meeting, Wednesday, August 13.
- Parks, Recreation & Beautification Committee meeting, Monday, August 18.

**1. Monthly Investment Report, Leighann Melancon.**

**XIII. FUTURE AGENDA ITEMS**

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

- A. Public Works Committee, 8:30 a.m., Wednesday, August 27, 2025, North Annex, Clovis-Carver Library, 701 N. Main.
- B. City Hall Closed, Monday, September 1, 2025, Labor Day observance.
- C. Lodger's Tax Advisory Board, 5:30 p.m., Tuesday, September 9, 2025, North Annex, Clovis-Carver Library, 701 N. Main.
- D. Economic Incentive Board, 8:30 a.m., Wednesday, September 10, 2025, North Annex, Clovis-Carver Library, 701 N. Main.
- E. City Commission meeting, 5:15 p.m., Thursday, September 11, 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.