

**Board of Director's Meeting  
October 14, 2016  
ENMU-Roswell**

**MINUTES**

**1. Call to Order:**

The quarterly meeting of the Board of Directors of the Southeastern New Mexico Economic Development District/COG was called to order by Board President Dave Venable at 10:00 a.m.

**2. Pledge of Allegiance**

**3. Roll Call and Introductions of Guests:**

The following member governments were represented by Directors or Alternates:

**MEMBER GOVERNMENTS-PRESENT**

Chaves County-Robert Corn, Commissioner  
Eddy County-Wesley Hooper, CSD  
Lincoln County-Dallas Draper, Commissioner  
Alamogordo-Nadia Sikes, City Commissioner  
Artesia-Phil Burch, Mayor  
Capitan-Laura McInnes, Clerk/Treasurer  
Carlsbad-Jason Burns, Project Administrator  
Carrizozo-Yovanne Lucero, Mayor  
Cloudcroft-Dave Venable, Mayor  
Dexter-Mitch Daubert, Mayor  
Hagerman-Connie Andrews, Councilor  
Hobbs-Shelia Baker, Sr. Staff Engineer  
Hope-Rudy Sales, Public Works Director  
Loving-Pete Estrada, Mayor  
Lovington-James Williams, City Manager  
Roswell-Meredith Hildreth, Planning Administrator/Alternate  
Ruidoso-Debi Lee, Village Manager  
Ruidoso Downs- Gary Williams, Mayor  
Tatum-Marilyn Burns, Mayor  
Tularosa-Ray Cordova, Mayor

**NON-GOVERNMENT MEMBERS-**

Chaves County Private Sector-Hubert Quintana  
Eddy County Private Sector-Jim Grantner  
Otero County Private Sector-Bill Mershon

**MEMBER GOVERNMENTS – NOT PRESENT**

Corona-Sam Seely, Trustee  
Lea County-Mike Gallagher, County Manager  
Otero County-Pam Heltner, County Manager  
Eunice—Matt White, Mayor  
Jal-Bob Gallagher, City Manager  
Lake Arthur-Ysidro Salazar, Mayor

**NON-GOVERNMENT MEMBERS-NOT PRESENT**

Lea County Private Sector-Lisa Hardison  
Lincoln County Private Sector-Rebecca Brooks  
Lea County Private Sector-Lisa Hardison

A quorum was present with 19 of the 26 member governments represented. Two of the five Non-Government members were also present.

**GUESTS and VISITORS PRESENT:**

Steve Henderson, City Councilor/SNMEDD Treasurer-Roswell  
Manuel Garza, Clerk/Treasurer, Loving  
Leann Weihbrecht, Clerk/Treasurer, Carrizozo



Jeff Patterson, Director of Planning/Carlsbad  
John Mulcahy, Director, Chaves Roswell/Chaves County Economic Development Corporation  
David Storey, Engineer—Souder Miller and Associates  
Lisa Dunlap, Roswell Daily Record

**SNMEDD/COG STAFF PRESENT:**

Scott Bucher, SBDC Director  
Mary Ann Burr, Transportation Planner  
Pansy Moffitt, Office Administrator  
Christine Sisneros, Office/CDBG Assistant

**4. Approve meeting agenda for October 14, 2016:**

The agenda for July 8, 2016 meeting was included in the board packets and given to each Director for their review prior to the Board Meeting. A motion was made by Robert Corn to approve the agenda and Gary Williams seconded the motion. Motion carried.

**5. Approve Minutes of Meeting on July 8, 2016:**

Robert Corn made a motion to approve the minutes of meeting on April 8<sup>th</sup> and Gary Williams seconded. Motion carried.

**6. Review and Accept Financial Report:**

Hubert explained some of the budget cuts made by the District such as reducing membership with NADO from Sustaining Member to a Regular Member. The District has made some travel reductions as well. Jim Grantner made a motion to approve financial report and budget adjustments as presented. Robert Corn seconded. Motion carried.

**7. Discuss and Approve Dora Batista as the new SNMEDD Executive Director:**

Mayor Venable announced that the Executive Board had designated Dora Batista as Interim Executive Director when Hubert Quintana retired. He would like the Board to approve the appointment of Dora Batista as Executive Director. Debi Lee made a motion to approve the appointment and Gary Williams seconded. Motion carried.

**8. Appoint Nominating Committee to Develop 2017 Slate of Officers (Executive Committee):**

Executive Committee was asked to present a slate of officers for the year 2017.

**9. Discussion of Legislative Concerns in District to be Targeted During the Upcoming Legislative Session:**

Capital Outlay Hearings were announced for each County. Mayor Venable requested that everyone try to stress to our legislatures that economic development is important and should not be cut. He asked if there were other issues that needed to be brought to the attention of the legislators. Some of the main concerns seemed to be the lack of adequate internet/broad band service and keeping funding sources available for the schools which are vital to any future economic development. Another concern the acquisition and retention of jobs state wide.

**10. New Mexico Infrastructure Finance Conference in Ruidoso at the Ruidoso Convention Center, October 26-28, 2016:**

Mayor Venable announced the Infrastructure Conference and mentioned that if possible to attend as it is very advantageous and there is a wealth of information presented at the conference. No scholarships were given for the Conference, as in the past, due to budget cuts.

**11. SWREDA Annual Training Conference in San Antonio, Texas. October 18-19 at the Hyatt Regency Hotel-Lasoya Conference Center:**

The SWREDA Annual Conference was cancelled in August due to the excessive flooding in Baton Rouge and was rescheduled to coincide with the NADO Conference in San Antonio.



**12. NADO Annual Training Conference in San Antonio, Texas October 14-17 at the Hyatt Regency Hotel-Lasoya Conference Center:** The NADO Annual Conference is to be held in San Antonio, Texas in conjunction with the SWREDA Conference

**13. Discussion on New Overtime Rule Impact to Local Governments:**

Steps should be taken to comply with the Overtime Rule supposed to go into effect December 1, 2016. The House has passed an extension until May 2017, and is now waiting for the extension to pass in the Senate. Everyone will be subject to overtime unless they make over \$47,046.00. No comp-time will be allowed, nor can an employee volunteer overtime.

**14. Program and Activity Reports:**

**Dora Batista-CDBG/Planning:**

Hubert presented Dora's report in her absence. The report was provided in the Board Packet to be reviewed.

**Scott Bucher—SBDC Programs:**

New Mexico Small Business Development Center—Quarter ending December 31, 2016. Scott went over the SBDC's progress in the last quarter. Scott's Report was included in the Board Packet to be reviewed.

**Mary Ann Burr—SERTPO**

July 11 and August 22, 2016 (Lovington) SERTPO appointed a subcommittee working group To work on updating roadway criteria and performance measures. The subcommittee will be bringing recommendations to both committees for future review/approval. Members of the group met at the Lovington City Hall initially and have been working via GoToMeeting/conference calls (August) for its subsequent meetings.

Working group consists of five SERPTO members, the NMDOT D2 Engineer, one Private Sector Engineer and both RTPO Program Managers.

July 21, 2016 (Eunice) Participated in Road Safety Audit (RSA) for NM 176 and NM 207, held by Occam Consulting Engineers, Inc.

July 26, 2016 (Tularosa) Participated in Tularosa Trails planning group meeting held at 1<sup>st</sup> National Bank in Tularosa (led by NM Department of Health).

July 29, 2016 (PFFs) Received preliminary Project Feasibility Forms (PFFs) from the following applicants:

1. TAP-Ruidoso Downs-US 70 Sidewalks
2. TAP-Ruidoso-Riverwalk Trail Phase III
3. TAP-Ruidoso Schools—Warrior Trail
4. RTP-Lincoln National Forest (Alamogordo)-Forest Trail Maintenance
5. TAP-Roswell Bike-Ped Master Plan
6. TAP-Carlsbad Texas Reconstruction Bike Lane/ADA Sidewalks
7. RTP-Eunice Lake Trail
8. TAP-Eunice Ave M Sidewalks
9. RTP-Clovis Liebelt Channel Trail
10. TAP-Clovis Main Street Streetscape Improvements
11. TAP-Portales-9<sup>th</sup> Street Improvements

August 2, 2016 (Albuquerque)-Participated in the first Annual New Mexico Veterans Transportation Summit held at the New Mexico Veterans Memorial.



August 15-16, 2016 (Santa Fe) Attended Vendor training for traffic count program at NMDOT General Offices.

August 29, 2016 (Alamogordo, Ruidoso, Ruidoso Downs)-Participated in the TAP/RTP Feasibility Reviews held at offices of Lincoln National Forest, Ruidoso Schools, Village of Ruidoso and City of Ruidoso Downs.

September 15, 2016 (RTPO Quarterly Report) SNMEDD hosted the RTPO Quarterly meeting at the Hubbard Museum of the American West in Ruidoso Downs. Mayor Gary Williams provided welcoming remarks.

September 2016 (Capital Outlay and TAP)-have been working with Dora who has been transitioning over transportation-related projects.

#### **Christine Sisneros—Staff Update**

Updated SNMEDD Website (snmedd.com) with current NADO newsletters, Board Member changes, information/schedules for CDBG, Colonias programs as needed on website.

Filed all incoming paperwork for CDBG, Colonias and Fiscal Agent Agreements; reviewed payrolls for Tularosa, Dexter, Hagerman, Carrizozo and Lincoln County projects; conducted employee interviews of contractors/subcontractors of active projects-to verify prevailing wages are being paid for the following projects: Lincoln County New Senior Center, Tularosa Water System Improvements, Carrizozo Street/Sidewalk Improvements, Hagerman Sewer System Improvements, Hagerman Water System Improvements(Tank Painting). Attended 2016 CDBG Implementation Workshop July 21<sup>st</sup> in Albuquerque.

#### **Pansy Moffitt—Capital Outlay/Census**

Due to flooding in Louisiana, we were unable to attend the SWREDA Conference. It has been rescheduled for October 18-19, 2016 in San Antonio in conjunction with the NADO Conference.

The annual SDC/BIDC Affiliates Workshop and New Mexico Data Users Conference will be held in Albuquerque: the Affiliates Workshop on Wednesday, November 9, followed by the Data Users Conference on Thursday, November 10. As usual, the Affiliates Workshop will be in Zimmerman Library on the UNM main campus, in computer lab B30, lower level. The Data Users Conference will be at CNM Workforce Training Center 5600 Eagle Rock Ave. Online registration will be open in the next week look for the link on the conference webpage at <http://bber.unm.edu/data-users-conference>.

The Capital Outlay Hearings are as follows:

Otero County—November 4, 2016 9:00 am Otero County Admin Building  
Lea County—November 7, 2016 9 am Lea County Commission Chambers  
Eddy County—November 9, 2016 10 am Carlsbad City Hall  
Lincoln County—November 10, 2016 9 am Ruidoso Village Hall  
Chaves County—December 16, 2016 9 am Chaves County Admin Building

Capital Outlay Workshops were completed in all 5 counties.

#### **Hubert Quintana—District Activity**

Hubert presented the District's Quarterly Report to include the technical assistance provided to our communities involving the Colonias Infrastructure Fund Application. The following projects were funded through NMFA: Village of Tularosa, Village of Loving, City of Ruidoso Downs, Otis MDWCA and Malaga MDWCA. We are presently working with CIB Fund and NMFA to get the Grant Agreements to the communities.





The District met with the Colonias Infrastructure Board to review and provide supplemental information on project applications. SNMEDD hosted the ICIP workshop April 26, 2016. He attended the NewMarc meetings and regional water planning meeting for the Salt Basin, Lea Region Basin and Pecos River Basin.

Quarterly reports were submitted to DFA and EDA.

**15. Program: Mr. Scott Bucher, Director SNMEDD/ENMU-R, SBDC Program**

Mr. Scott Bucher presented the Small Business Development Center program which included the start up plans for small businesses which is important for economic development. In order to change economic development we have to reach the existing businesses. The large percentage of economic development over the next ten years is going to come from smaller operations that can operate from a mountain top in the middle of nowhere, but they have to have the connectivity to be able to do it. The resources are there in the State of New Mexico.

Mind set needs to change as to what economic base business is. We are so focused on numbers that we forget to analyze what action and behaviors are necessary on the front end on a small business, personnel, leadership and management. Times are changing and businesses need to change along with it in order to succeed.

**16. Comments/Announcements:**

No further comments or announcements

**17. Adjourn:** Meeting Adjourned 12:03 pm.

**APPROVED:**

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Dave Venable, Board President

\_\_\_\_\_  
Date

**ATTESTED BY:**

\_\_\_\_\_  
Hubert H. Quintana, Acting Secretary

\_\_\_\_\_  
Date

