

**Regular Meeting of the Legal Committee  
Held in the Conference Room at City Hall  
May 23, 2019**

Notice of this meeting was given to the public in compliance with Section 10-15-1 through 10-15-4 NMSA and Resolution 19-37.

**ROLL CALL**

The meeting convened at 4:04 p.m. with Chair Stubbs presiding, Councilors Peterson, and Foster present. Councilor Sanchez was absent.

Staff present: Mark Bleth, Scott Stark, Juan Fuentes, Joe Neeb, Mike Matthews, Sharon Coll, and Aaron Holloman.

Guests present: Alison Penn and Larry Connolly.

**APPROVAL OF AGENDA**

Councilor Foster moved to approve the May 23, 2019, Legal Committee meeting agenda to include Item No. 5, Award of RFP 19-04, from the Addendum posted on May 20, 2019. Councilor Peterson was the second. A voice vote was 3-0, and the motion passed.

**APPROVAL OF MINUTES**

Councilor Foster moved to approve the April 30, 2019 Legal Committee minutes. Councilor Peterson was the second. A voice vote was 3-0, and the motion passed.

**REGULAR ITEMS**

1. RIAC agreements-

A. Veterinarians Outlet of NM – Mark Bleth stated that Veterinarians Outlet of NM leases a portion of the building for the purpose of soaps, sanitizers, and detergents associated with the dairy industry. 9,753 square feet. New rent amount is \$1,607 monthly; \$19,284 annually. Rent adjustment is 2.55%. Term is through June 30, 2020. Councilor Foster moved to send to full City Council on the consent agenda recommendation with Councilor Peterson as the second. A voice vote was 3-0, and the motion passed.

B. Walker Aviation Museum Foundation – Mark Bleth stated that Walker Aviation Museum Foundation leases the office space for the purpose of operating a museum associated with the former Walker Air Force Base. 930 square feet. New rent amount is \$158 monthly; \$1,896 annually. Rent adjustment is 2.60%. Walker Aviation Museum Foundation has been a customer since July 2010. Term is through June 30, 2020. Councilor Foster moved to send to full City Council on the consent agenda recommendation with Councilor Peterson as

the second. A voice vote was 3-0, and the motion passed.

C. David L. Partain – Mark Bleth stated that David L. Partain leases the building for the purpose of aircraft storage and maintenance. 1,175 square feet. New rent amount is \$193 monthly; \$2,316 annually. Rent adjustment is 2.66%. David L. Partain has been a customer since July 2002. The Term is through June 30, 2020. Councilor Foster moved to send to full City Council on the consent agenda recommendation with Councilor Peterson as the second. A voice vote was 3-0, and the motion passed.

D. Daniels Welding Service, LLC – Mark Bleth stated that (D) Daniels Welding Service, LLC, leases the building for the purpose of operating a welding service. 1,462 square feet. Monthly rent amount is \$300; \$3,600 annually. The Term is through June 30, 2020. This item had been tabled at the April 30, 2019 Legal Committee Meeting. Mr. Bleth explained that the rationale for the rent came from looking at another “sister” site. Considering the amount of electrical upgrades the tenant was undergoing, they believed \$100 increase over sister site was justified and adequate rent. Councilor Foster moved to send to full City Council on the consent agenda recommendation with Councilor Peterson as the second. A voice vote was 3-0, and the motion passed.

2. Res. 19-XX Authorizing Mayor to accept FAA Funds – Mr. Stark stated that this is an annual resolution passed in order to allow the City apply for and receive grants for FAA funds. Councilor Foster moved to recommend approval to full City Council agenda recommendation with Councilor Peterson as the second. A voice vote was 3-0, and the motion passed.

3. Res. 19-XX Authorizing Manager to accept NM Aviation Funds - Mr. Stark stated that this is similar to the previous one allowing the City apply for and receive grants for FAA funds. Councilor Foster moved to recommend approval to full City Council agenda recommendation with Councilor Peterson as the second. A voice vote was 3-0, and the motion passed.

4. Scope of Services for RFP 19-005: Spring River Zoo Seasonal Events – Mr. Holloman presented this RFP as seeking proposals to hold events at the Spring River Zoo. The Scope provides for evaluations based on several categories including past experience, event plan, and cost. The RFP would allow the City Manager to enter negotiations with any event that scored 80 points or more, but does not preclude other events. Councilor Foster stated that he believed that the recommendation should be for anyone receiving 50% of the points to enter negotiations. After further discussion Councilor Foster moved to recommend approval of RFP 19-005 subject to the following changes:

- Page 27 Paragraph 6: Change to “any proposal receiving 50% of all possible points or greater”

- Page 28 – “Cost”: Change to “An offeror who proposes to provide the City with a plan where the City would break even may be awarded no more than half of the possible points.”
- Page 29 Paragraph B: Remove bullet point items.

Councilor Peterson was the second. A voice vote was 3-0, and the motion passed.

5. RFP 19-04 Award Recommendation – Scott Stark stated that this had been presented at a previous committee and at council to request proposals for Air Service Development Consulting Services. After evaluation the Committee was asked to consider adopting the evaluation committee’s recommendation of awarding the agreement to Mead & Hunt. Councilor Foster moved to recommend award to Council, and Councilor Peterson was the second. A voice vote was 3-0, and the motion passed.

#### **CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS**

None

#### **PUBLIC PARTICIPATION**

None

#### **ADJOURN**

The meeting adjourned at 4:55 pm.