

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL WORKSHOP
HELD ON WEDNESDAY, JUNE 27, 2018 AT 3:00 PM-5:30 PM IN THE
CITY OF LAS VEGAS COUNCIL CHAMBERS**

MAYOR: Tonita Gurulé-Girón

COUNCILORS: Barbara A. Casey
David G. Romero
David A. Ulibarri, Jr.
Vincent Howell

ALSO PRESENT: Ann Marie Gallegos, Interim City Manager
Casandra Fresquez, City Clerk

ABSENT: David Silva, Acting City Attorney
Chris Lopez, Sergeant at Arms

CALL TO ORDER

The meeting was called to order at 3:00 p.m.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Romero asked for a moment of silence to remember those we had lost within our community this past week and prayed for much needed moisture.

APPROVAL OF AGENDA

Councilor Casey made a motion to the approve the agenda as presented. Councilor Ulibarri, Jr. seconded the motion. Mayor Gurulé-Girón asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara A. Casey	Yes	David G. Romero	Yes
David A. Ulibarri, Jr.	Yes	Vincent Howell	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

PUBLIC INPUT

Corinna Laszlo-Henry advised that it was a good idea to update the Governing Body's Rules of Procedures and spoke regarding Sections, 2.07C (the Governing body shall develop its own rules of procedure) and 2.08D (the Governing body shall adopt by ordinance, procedures for introduction and adoption of ordinances) of the City Charter. She informed that the Charter stated it should be an ordinance adopted by the Governing Body and the reasons for that was, the City Manager works for the Governing Body, and added that the hierarchy of laws were the: Charter, State Law, Ordinances, Resolutions and Administrative Regulations.

Mayor Gurulé-Girón advised that the City was looking into engaging into a contract with a Municipal League Attorney, working to ensure that everything was being looked at and adhered to and stated that he was very well respected throughout the state.

Ms. Laszlo-Henry advised that she hoped that that full text would appear on an agenda for an action item as well.

Introduction by Mayor Tonita Gurulé-Girón

Mayor Tonita Gurulé-Girón advised that on May 15, 2018 Sunrise Medical Clinic, Harmony Solutions and Timothy Dodge hosted a workshop for the City of Las Vegas Governing Body. The workshop was held at Charlie's Spic & Span. The first step of a S.W.O.T analysis was conducted and the Governing Body agreed to continue the process of analyzing the information to establish goals and objectives and prioritizing the results. It was agreed, the continuation of the workshop would be held on the June 27th 2018 at City Hall from 3:00 PM to 5:30 PM.

Councilor Howell asked why the Workshop was not being televised.

City Clerk Fresquez advised that the contract with Highlands University included televising only Regular and Work Session meetings and explained that she thought the Workshop would not be televised due to the previous Workshop not being televised. She advised that all meetings would be televised from now on, if those were the wishes of the Governing Body.

Timothy Dodge thanked the Governing Body for inviting Greg Stuart and himself back and stated that Sunrise Medical Clinic had been covering the costs for Mr. Stuart and advised that he had been volunteering his time. He advised that Dr. Brown and Dr. Jesus Tafoya were sponsoring the workshop and were committed to helping in making Las Vegas a better community. He stated that from his perspective, when watching the City's Council meetings, he saw that the Governing Body was making progress in communicating and working well together.

1. Overview of the S.W.O.T.

The list of strengths & weaknesses, along with external opportunities and threats developed by the Governing Body of the City of Las Vegas at the May 15th workshop will be presented and reviewed. The Governing Body members may modify the list.

Mr. Dodge gave an overview of the SWOT and discussion took place regarding the lists of strengths & weakness, external opportunities, threats and actions with the Governing Body.

Interim City Manager Gallegos explained the skating pond as one of the actions, reporting that the pond was currently being dredged (funded by NMFA), and were looking at developing the skating pond. She stated that the next step would be to look for more funding for future development.

Councilor Howell advised that he felt that the Comprehensive planning action was key out of all the action items.

2. Update on the Governing Body's Rules of Procedures.

At the May 15th workshop the Governing Body made a commitment, this goal would be worked on and assigned to Ann Marie Gallegos Interim City Manager to work on redrafting and adoption of the Governing Body's Rules of Procedure.

Interim City Manager Gallegos advised that a 2010 draft was available for Mayor and Council. She stated with the new fiscal year ending they would contract an Attorney who would be well versed in the Governing Body Rules and Procedures and would have the Attorney review, make recommendations and would bring it back to Mayor and Council for their revisions.

Councilor Casey advised that if the person working on the Governing Body's Rules of Procedures would work in isolation, it would not be good due to conflicts with City Charter and City Ordinances and would need to look at all three areas in order to make recommendations.

Discussion took place regarding the process of changes in the Governing Body's Rules, City Charter and City Ordinances.

Councilor Casey asked if the Council would be able to give their input of what they would like to see in those three documents or would the contracted person make changes and then be brought to Council.

Interim City Manager Gallegos explained that normally the first part in the review process was to name a committee to look at the policies and procedures, then it would be brought to Mayor and Council for their recommendations and one of the documents would go through referendum as well. She stated this needed to get done to avoid confusion and conflicts regarding rules and procedures.

Councilor Casey recommended that these committees be made up of people who were familiar with the Governing Body Rules & Procedures, the City Charter and City Ordinances in order to recognize the challenges of working with contradicting documents.

Councilor Romero recommended that during the process, there needed to be a lot of dialogue with Council so that they have the opportunity to input otherwise it can cause for a lot of time to be wasted, with Council rejections and having to bring the items back and forth.

Mayor Gurulé-Girón advised that that was a fair statement and felt it was important to follow the process, to ensure that ordinances, resolutions and laws were not broken. She stated that the committee would consist of individuals with knowledge as a Charter commission member and other members who have established policies as well and to include Governing body input as well.

Councilor Howell stated the committee should have voices from each of our districts.

Council Ulibarri, Jr. stated that it was important to have knowledge of the process.

Lengthy discussion took place of the importance of placing knowledgeable people to serve on the committee and the Governing Body Rules and Procedures, adopted in 2010 and the timely review process.

Councilor Casey stated that she had the 2002 copy of the Rules & Procedures and requested that the 2010 copy be available to Council, so that they may be able to review/compare and give concerns to Attorney to make recommendations to update the document.

Discussion took place regarding the question of the approval of the 2010 Governing Body Rules & Procedures.

City Clerk Casandra Fresquez clarified that the the item was on the agenda in 2010, ready to be presented to Council and was pulled from the agenda prior to the meeting, never being reviewed by Council.

Councilor Romero asked Mayor Gurulé-Girón to be more open when reviewing agenda request items brought forth by Council to be placed on meeting agendas.

Lengthy discussion took place regarding various ways on how to address and discuss community issues.

Councilor Howell had questions regarding Resolution 02-17 as part of the Governing Rules & Procedures.

City Clerk Fresquez explained that “02” indicated the year the resolution was adopted.

3. Analysis of SWOT information

The Governing Body will work to analyze and develop the goals and objectives from the information.

Mr. Dodge asked the Governing Body to prioritize the Actions, using 1-14 to rank, 14 being the highest and reflected the following:

- | | | |
|---|--|---------------------------------------|
| 1. Charter-63 | 5. Comprehensive planning- 38 | 11. Town Hall Mtgs./Marketing Inv.-20 |
| 2. Engage Coppler-58 | 6. Team Building/Executive Contracts -37 | 12. Renegotiate Utility Contracts-18 |
| 3. Procedural rules- 55 | 7. Competitive Pay-35 | |
| 4. Charter commission with
Competence in how the Mayor
and Council are operating-54 | 8. Job Descriptions-31 | |
| | 9. Skating Pond-23 | |
| | 10. Recovery Center-21 | |

Mayor Gurulé-Girón stated that as part of the Charter Committee, to hire an independent Attorney who specialized in Municipal and County laws and procedures in order to focus only on the actions to change the Charter.

Mr. Dodge suggested that a strong chair should be appointed to oversee the Charter commission and added that it was stated in the City Charter.

4. Prioritizing Goals & Objectives into an improvement plan process

The goals and objectives will be prioritized into an improvement plan process. This “tool” will help ensure follow through with the goals by creating a systematic process of reporting on the progression of the goals and objectives to be achieved.

Discussion took place regarding goals and timelines to complete the City Charter changes.

Mr. Dodge strongly recommended to the Governing Body that they create a Charter Commission, obtain an Attorney, have them decide how long the process will take and come back to the Governing Body with a date of completion.

The exchange of ideas took place regarding the importance of tasking the Charter Commission of developing the Rules and Procedures and Ordinances so that they tie into the City Charter in order to have a clear comprehensive outline of policy.

Also discussed were the actions of the Charter Referendum Adoption taking place by June 30, 2019, completing negotiations of a Professional Services contract with Coppler for an Attorney by July 18, 2018 and to appoint a complete Charter Commission by August 18, 2018.

The topic of internal input was discussed which included Job Descriptions and Competitive Pay.

Mayor Gurulé-Girón stated that Job Descriptions were under Human Resource Directors' authority and asked when the last time Job Descriptions were updated.

City Clerk Fresquez stated that the last time the process had started was in 2015 by HRganics although was never completed as the City Manager has final authority on all contracts and it was decided at that time to hold off on the completion.

Discussion took place regarding the process of continuing the review of Job Descriptions and Pay Scale.

Mayor Gurulé-Girón thanked Mr. Dodge and Greg Stuart for conducting the workshop at no cost to the City.

Brief discussion took place regarding narrowing the actions list in order to realistically manage priority goals.

There was further discussion and consensus made regarding the completion date of Rules and Procedures draft by September 18, 2018, to complete draft Ordinances by January 2019, to complete Executive contracts with Coppler by July 18, 2018 and to complete draft Ordinances by January 2019 or TBD (with monthly updates given).

The difference between the Master Plan, Comprehensive and Improvement Plan was discussed in detail. It was agreed that the Comprehensive Planning would be changed to an Improvement Plan which would include Goals and Objectives and the Action Plan. Discussion took place pertaining to the Governing Body establishing Goals and Objectives for Department Directors to move forward with Improvement plans with City Manager as Designee. It was agreed by the Governing Body to bring the Improvement Plan to the Organizational meeting (date TBD).

Mayor and Council discussed Goals and Objectives from the previous year. Mr. Stuart briefly talked about the plans of the Governing Body regarding the Goals and Objectives drafted previously which would be reviewed and reconciled and presented at the Organizational meeting that hopefully would be held by July 18, 2018. It was agreed by everyone to present a draft of an Improvement Plan by September 18, 2018.

Mr. Dodge recommended that the City make the statement of being a “business friendly” organization and work towards that objective, empowering Directors and their departments to reach that goal.

Further discussion took place of various ways for Directors to meet goals and objectives and how they could improve on reporting of progress made on monthly reports.

Councilor Howell stated that Mr. Dodge and Mr. Stuart had accomplished what they came to do and noted that the Governing Body was actually discussing internal issues.

Mayor Gurulé-Girón thanked Timothy Dodge and Greg Stuart for being there to guide the Governing Body and stated that the Governing Body’s best interest was to serve the constituency and that their goal was to resolve conflict and move the City forward. She thanked the Council, City Manager Gallegos and City Clerk Fresquez for attending the meeting.

Mr. Dodge stated that their intent was to take the information discussed today and create a simple improvement plan that would be available in document form for the Governing Body that should be used as a management tool.

ADJOURN

Councilor Ulibarri, Jr. made a motion to adjourn. Mayor Gurulé-Girón adopted motion to adjourn.

Meeting was adjourned at 5:40 p.m.



Mayor Tonita Gurulé-Girón

ATTEST:



Casandra Fresquez, City Clerk