



ROSWELL STREETS AND ALLEYS COMMITTEE

Monday, March 23, 2015 at 4:00 p.m.
Conference Room at Roswell City Hall
425 N. Richardson Avenue

Committee Chair: Juan Oropesa
Committee Members: Jeanine Corn Best, Steve Henderson
Staff Coordinator: Louis Najjar

Page(s)

A. Call to Order

B. Approval of the Agenda

C. Minutes

1. Consider approval of the February 23, 2015 minutes 1-4

D. Non-Action Items

None

E. Regular Items (Action Items)

1. Policy for Naming City Streets and City Facilities Update (Louis Najjar) 6-10

F. Other Business (Non-Action)

1. Department Updates (Stephen Miko)
2. Public Comments

G. Adjourn

Next Meeting: April 28, 2015

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 14-36.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 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 575-624-6700 if a summary or other type of accessible format is needed.



MINUTES OF THE REGULAR MEETING STREETS AND ALLEYS COMMITTEE

February 23, 2015

REGULAR MEETING 4:00 p.m.

CALL TO ORDER AND WELCOME – Chairman

A regular meeting of the Streets and Alleys Committee was called to order at approximately 4:00 p.m. by Chairman Juan Oropesa with the following members present:

Juan Oropesa
Jeanine Corn Best
Steve Henderson

Staff present included Bernadette Lopez, Office Manager; Stephen Miko, Public Works; Louis Najar, City Engineer; Ryan Porter, Civil Engineer III; Quinton Miller, Streets Superintendent, and William Zarr, City Attorney.

Other individuals present included Pastor Landjur Abukusumo; Astuti Abukusumo; Pastor Artis Allen; Janet D. Allen; Larry Connolly, YPAC; Richard Gorham; Bobby Villegas, Roswell Hispano Chamber of Commerce; Elena Velasquez, City Council, Ward 5; Jeff Jackson, Roswell Daily Record; Stanley Smith; Susie Carter and Jason Perry, City Council, Ward 4.

APPROVAL OF AGENDA

Councilor Henderson moved to approve the agenda as presented. Councilor Best seconded the motion and all were in favor.

APPROVAL OF MINUTES – January 27, 2015

Councilor Henderson moved to approve the minutes as printed. Councilor Best seconded the motion and all were in favor.

NON-ACTION ITEMS

1. Toss it Saturdays (renamed March out the Trash):

Mr. Miko handed out the flyer for the March out the Trash to committee members. He stated that every Saturday in March at separate locations; city residents can drop off trash, acceptable items only, flyer lists what is and what is not acceptable. He also added that the seniors and/or disabled, homebound or physically unable; can take items to any of these locations or leave trash (minimum of five items) on curb and call the Waste Water Department to pick up, three days prior to the scheduled Saturday.

2. Spring Slurry Seal:

Mr. Miko handed out a tentative list of streets that are to be resurfaced for the Spring Streets Resurfacing Project that will take place soon and go through May of this year. He stated there is no commitment on dates as to when the contractor will be able to do resurfacing project. Mr. Miko stated it will cover just over six miles which will finish their budget year program.

Councilor Henderson inquired whether prep work was done before the resurfacing and if there is an existing contract or do they go to bid? Mr. Miko stated that the City is "piggy-backing" on their state contract, and they are sealing cracks and removing weeds as part of the prep work.

Councilor Perry asked for the City to confirm with the Lions Hondo Little League if the March out the Trash, March 14, 2015 date conflicts with their opening day and/or games. Mr. Najjar followed up with Lions Hondo Little League (*a write-in to these minutes*).

REGULAR ITEMS (ACTION ITEMS)

1. NMDOT Local COOP Project Application Resolution 15-11:

Mr. Porter provided the Committee with copies of NMDOT Local COOP Project Application Resolution 15-11. Mr. Porter stated that the Park Road is in bad shape with structural and drainage problems. He stated that the City does not have the funds to fix it, so they asked the NMDOT for a COOP Agreement. He stated it would be a 75/25 split; 75% from NMDOT and 25% from the City. He stated the estimated cost for the project is \$117,100.00. Councilor Henderson moved to recommend to full council for approval of Resolution 15-11. Councilor Best seconded the Motion and all were in favor.

2. NMDOT Local COOP Project Agreement Resolution 15-10:

Mr. Porter provided the Committee with copies of NMDOT Local COOP Project Agreement Resolution 15-10. He stated they were further along on this project; at the agreement stage. This project is also a 75/25 split, and the estimated cost is \$118,362.41. Mr. Porter then stated that this Resolution is for the existing pipe rail and broken concrete rail systems and retro-fit with metal guardrail system. Councilor Best moved to recommend to full council for approval of Resolution 15-10. Councilor Henderson seconded the Motion and all were in favor.

3. Proposed Permit Parking Ordinance:

Mr. Najjar stated that the complaint originated with Roswell High School residents. Councilor Perry stated that he received a call about students parking in the 1600 block of Madison, primarily in front of the houses located in the middle of the block. Follow-up was performed by Quin Miller, Streets Superintendent (*a write-in to these minutes*).

4. Street Name Ordinance Update:

Mr. Porter provided the Committee with a draft for the Street Name Ordinance. He stated information was gathered from Alamogordo; Hobbs; and Keller, Texas' existing ordinances to develop this draft. He explained the different aspects of the ordinance where it included renaming public lands and public facilities and possibly incurring a cost. He also stated that this would not apply to original naming. Mr. Porter stated one of the proposed requirements for the

application process was to have at least 75% approval from the abutting land owners. Mr. Najjar stated this is just the first draft and they can give the citizens a couple of weeks or a month to give their feedback.

Councilor Henderson stated they should give the citizens interested in this a month to submit their comments and compile them to be considered at the next meeting. Councilor Velasquez recommended that the Committee proceed in naming streets after Martin Luther King, Jr. and Cesar Chavez without the new policy; furthermore, include the “common sense recommendations” and signatures needed. Mr. Najjar stated with a policy in place, due diligence has been established and City Council will have the information they need to recommend for approval.

Mr. Porter stated the time frame would be a couple of month’s process. Councilor Velasquez inquired about the cost, as a City Councilor, because she initiated the streets to be named. Mr. Najjar stated that each application would have to be looked at case by case. Councilor Henderson suggested doing the process in “tandem” where the organization works on the application at the same time the City is working on ordinance. Councilor Best stated it could be a conflict-of-interest for a City Councilor or staff member to ask for a waiver on the cost, if passed.

Various Persons Spoke on this Topic:

Rev. Abukusumo stated that “the City of Roswell needs to come to a determination that they are going to change street names to accommodate these two icons, and that should be propagated by the City, supported by the community, but propagated by the City, so that there is not a polarity in terms of ethnicity or any other ‘icity’ that we want to mention.” He further stated that the City advancing the proposal could get it done.

Mr. Villegas stated that if it comes from the City, then everyone knows that it’s a team effort. Then he stated that street names Councilor Velasquez presented are about values to carry on to our kids to show them we are united.

Mrs. Abukusumo inquired if it was feasible for the City to take this on. Mr. Najjar responded that they can put “civic language” into the ordinance, but they still need comments, City Council and City Manager approval, and the City Attorney needs to review it.

Councilor Henderson stated that either Councilor Velasquez or another Councilor could go before City Council and ask if they would be willing to take this responsibility in naming a street. He then stated that the City Council would then be put in a situation where they are not giving the residents on the chosen street an opportunity to act. Councilor Henderson stated that they need to go forward with the ordinance. Councilor Best stated that she is looking at this as a business. She suggested Martin Luther King, Jr. and Cesar Chavez be put on a list for new streets to be developed, so that signs and infrastructure don’t have to be changed and would be more cost-effective.

Rev. Abukusumo stated that “what their suggesting is the best of our cultures be disseminated so that we experience those things, and our children can experience those things coming up. The problem is that we can fix the infrastructure, locally and nationally, but if we don’t change the mindset of our children to respect those things that have been a major contribution to this nation—I think we’ve done ourselves a disservice, and I think that Roswell will pay the price,

ultimately, for that.” Rev. Abukusumo further stated that they want to name the streets after Martin Luther King, Jr. and Cesar Chavez so that the principles that they stood for would permeate this community and be supported by the City of Roswell.

Mrs. Allen stated that most of the new streets being developed are on the north end of town, and no one will know who Martin Luther King or Cesar Chavez are. She would like a more prominent street, not one that’s hidden.

Rev. Abukusumo stated that he is for the ordinance, but should include a section that deals with either/or double-naming of streets.

Mr. Smith stated “change that really means something takes sacrifice and when you’re willing to make that sacrifice to make that change, that is needed, the results out-weigh the costs.”

Councilor Perry stated that he liked the ordinance because it gives the community an opportunity to tell the City what they want. Councilor Henderson stated that he is in favor of the 30 day time frame for comments to be submitted and will consider them at next meeting and staff can do the final draft. Councilor Best stated she was content with the 75% approval of the residents on the street selected. Chairman Oropesa stated that the names have to be in a prominent place and educate our younger generation on who these two iconic men in our culture.

Mr. Gorham stated that city officials need to take a stand for what’s right and what’s best for the city.

Chairman Oropesa stated he would like comments back within two weeks from the citizens. Mr. Najar stated that if comments were to be received by March 9, 2015, then they will have a draft for the next meeting in March. Mr. Zarr stated that the City Council has the ultimate say as to what streets are to be named. Councilor Best stated she is not against naming the streets, but looking at it as a business perspective.

Mr. Najar stated that the cost for signage is about \$110.00 - \$150.00 each. He asked Mr. Miller to double check on the price per sign.

OTHER BUSINESS (NON-ACTION)

None.

ADJOURN

The meeting adjourned at 5:41 p.m.

Juan Oropesa – Chairman



MEMORANDUM

Meeting Date: Tuesday, March 23, 2015
Item No. E-1
To: Streets and Alleys Committee
From: Louis Najar, P.E., City Engineer
Subject: Policy for Naming City Streets and City Facilities

Action Requested: Committee to review and comment current draft.

Staff Recommendation:

Background: Continuing review of proposed Naming Ordinance.

Update Summary: Engineering has made changes to proposed Naming Ordinance. Committee must choose between 51%, 60% or 75% of required adjacent property owner concurrence with a Street name change. Also current draft addresses no application fee if Council Member or City Department and possible Civic Groups request a name change. Other change is allowing Council to approve any deviations in cost sharing responsibilities on individual cases reviewed.

Attachments: Naming Ordinance - Draft 2 – Dated 3-12-15

City Council Action: Pending formal action until a final draft is approved and recommended by Streets and Alleys Committee.

Policy for Naming City Streets and City Facilities

Changes from Previous Draft

Application fee waived for City departments, City Council Members and Civic Organizations.

Application fee waived at discretion of City Manager if applicant shows good cause for waiver.

\$2000 limit of City paid costs can be adjusted by City Manager to make the process less costly for the requester.

Option of 51%, 60% or 75% of abutting property owners need to approve (sign form) name change in order for application to be considered by City Council. Previous requirement was 75%.

Section 1-Purpose

The purpose of this policy is to establish a systematic and fair process for renaming public lands, public streets and public facilities which are under the control of the City of Roswell. It is the policy of the City of Roswell to consider renaming proposals and seek citizen input. It is intended that only City of Roswell residents are allowed to request a renaming of public lands, public streets or public facilities.

Section 2 - Application

This policy applies to public lands, public facilities and public streets owned, managed and under the jurisdiction of the City of Roswell. This policy only applies to public lands, public facilities and public streets that the City of Roswell has authority to rename. This policy does not apply to the naming of new streets or new facilities being constructed.

Section 3 - Definitions

1. Public Land – Land which is owned or managed by the City of Roswell for the long term benefit of the community. These lands may be within or outside of the corporate limits. Examples include, but are not limited to developed and undeveloped parks, open space and plazas.
2. Public Facilities – Improvements to land, including physical facilities and amenities which are owned or managed by the City of Roswell for the long-term benefit of the community.

Examples include City Hall, City Parks and City Public Library. This does not include new facilities being constructed.

3. Streets – Existing public streets which have been named and are owned and managed by the City of Roswell. This does not include new streets being constructed.

Section 4 – Qualified Applicants and Prohibited Names

Only residents of the City of Roswell are allowed to submit name change requests. If the name change request is submitted by an organization, the organization must have a registered agent that is a resident of the City of Roswell. The registered agent shall complete the application and deliver it to the City Manager.

No public street, public land, or public facility may be named after a living person. A person must be deceased before a request is submitted to rename a public street, public land or public facility in that person's name.

Section 5 - Guidelines

The renaming of public streets, public lands and facilities after a deceased person or an organization is allowed based on the following considerations:

1. Use of names should be controlled to avoid duplication and confusion.
2. Whether person or organization gave a significant monetary, grant, donation or bequest to the City toward the acquisition or development of a public street or public facility.
3. Whether the person or organization performed a substantial community service that has had a major impact or benefit to a large sector of the City by:
 - a. Dedication to service in ways that bring special credit to the City; or
 - b. Providing extraordinary help to individuals, families, groups, or community services
4. Whether the person or organization is a significant cultural and historical figure. In all cases, the person or organization shall have demonstrated fine moral character and values and shall reflect positively on the City of Roswell.
5. The person or organization should not be of such a reputation as would reflect negatively on the City of Roswell. Examples that may show a reputation that would reflect negatively on the City of Roswell include, but are not limited to, felony criminal conviction(s) or a pattern of conduct that is contrary to community standards of justice, honesty and fairness.
6. Whether the person's next of kin have objected to naming the public facility, land or street after the person. If such an objection is made, naming after the person is not recommended.
7. Public lands or facilities named by deed restriction or grant approval should not be considered for renaming.

8. A public street, public land, or public facility which is currently named for an individual should not be changed unless it is found that the continued use of the current name would not be in the best interest of the community.

Section 6 - Procedure

A. General Procedure

Application Fee

Requests for the renaming of public streets, public lands, or public facilities shall be submitted in writing to the City Manager, along with an application fee of \$150.00. If the renaming request is initiated by a City Council Member or by a City department, the application fee shall be waived. If the renaming request is initiated by a civic organization, the application fee may be waived. If the applicant shows good cause for waiver of the application fee, the City Manager may, at his discretion, waive the application fee.

General Content of Application

The requestor shall provide background information regarding the rationale behind the request. Requestor shall submit signatures of abutting owners, signatures of residents in support and any supporting documentation for those signatures with the request. Requestor may include letters and other evidence of support with the request.

Requestor Must Agree to Pay Costs in excess of \$2,000

The requestor shall enter into a written agreement with the City, contingent upon approval of the proposed renaming by the City Council, to pay all costs associated with the renaming, including signage, brochures, publications and administrative fees in excess of two-thousand dollars (\$2,000 limit). Subject to City Manager discretion as indicated below, the City shall bear the cost of the renaming up to \$2000. The City Manager shall have the authority to modify the \$2000 limit on a case by case basis if good cause is shown by the requestor. The City Manager shall not modify the \$2,000 limit in a way that makes the requestor responsible for more costs than would have been the case if the \$2000 limit were to be applied.

Action by City Manager

Upon receipt of application fee, if required, and a request complying with the provisions of this ordinance, the City Manager shall forward the request to the appropriate committee as indicated below. The City Manager shall also post a public notice on the City of Roswell webpage. The public notice shall indicate the existing and proposed names, along with the date, time and location of the committee meeting at which the proposal will be reviewed. This notice shall be posted continuously for a minimum of 20 days before the committee meeting.

B. Application for Renaming Public Lands and Public Facilities

Any resident of the City of Roswell may submit an application to rename public land or a public facility. The application shall have a minimum of 30 signatures of Roswell residents in support of the naming proposal. All signatures must be on a form which clearly states the signature is in support of renaming the subject land or facility and the proposed name. The form shall list

printed names along with corresponding signatures, dates of signatures and addresses and phone numbers of the residents. Background information regarding the rationale for the request shall be submitted with the application.

If requestor has agreed to pay costs as indicated in Section 6.A. above, and on its face, a request submitted to the City Manager has the required background information and number of signatures, the City Manager shall submit the request to the City of Roswell Buildings and Lands Committee (or the appropriate committee) before the next scheduled meeting and the request shall be placed on the agenda for the next meeting for which the 20 day minimum posting requirement of Section 6.A. can be satisfied.

C. Application for Renaming Public Streets

Any resident of the City of Roswell may submit an application to rename a public street. The application shall include the printed names, addresses, signatures, dates of signatures and phone numbers of at least 51% or 60% or 75% of the abutting land owners of the street to be renamed. All signatures must be on a form which clearly states such signature is in support of renaming the subject street and the proposed name of the street. Background information regarding the rationale for the request shall be submitted with the application.

If requestor has agreed to pay costs as indicated in Section 6.A. above, and on its face, a request submitted to the City Manager has the required background information and number of signatures, the City Manager shall submit the request to the City of Roswell Streets and Alleys Committee (or the appropriate committee) before the next scheduled meeting and the request shall be placed on the agenda for the next meeting for which the 20 day minimum posting requirement of Section 6.A. can be satisfied.

Section 7 - Committee and City Council Action

The appropriate committee shall review the request as placed on the agenda by the City Manager and make a recommendation as to the request to the City Council. Request documentation and the approval decision from the committee meeting will be submitted by the committee to City Council for their review. The item will then be placed on the next City Council meeting agenda for review and consideration.

City Council, after consideration, by motion and majority vote may:

1. Formally approve a naming proposal and require payment of costs by requester;
2. Formally deny a naming proposal; or
3. Conduct a special public hearing at a future meeting date.

If the City Council votes to conduct a special public hearing, the public hearing must be at least 30 days after the City Council votes to conduct the hearing. Public hearing notification shall be posted continuously on the City of Roswell website for at least 10 days in advance of the hearing. The purpose of the public hearing is to allow additional public input directly to the City Council. After the public hearing, the renaming will be placed on the agenda for the next City Council meeting and the City Council may either:

1. Formally approve a naming proposal and require payment of costs by requestor; or
2. Formally deny a naming proposal.

Section 8 - Notification of Decision and Payment of Costs

The City Manager shall notify requestor, in writing, of the final decision of the City Council with regard to the request. This written notification shall be sent by City Manager within 30 days of the formal adoption or denial of the request. If the request was approved, the writing shall include a notification of costs of the proposed name change along with an explanation of the costs, due date and where payment is to be submitted.

Unless the City Manager determines otherwise, all costs of renaming the public land, street or facility in excess of \$2,000 shall be borne by the requestor. The costs include brochures and public information costs, along with fabrication of new signs and plaques, removal and installation costs. The requestor shall pay the estimated cost of the renaming before the City proceeds with any work to obtain new signage.

If payment is not tendered within 30 days of the due date specified in the written notification of the City Manager, the request will be considered abandoned and no further action will be taken on the request by the City. The City Council approval of the name change will be ineffective as the payment contingency was not met. The requestor will not be able to continue with the abandoned request, but is required to begin the name change request process with a new application, including new signatures and supporting documentation.