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59TH ANNUAL CONFERENCE RECAP

PRESIDENTS REPORT

DISPOSING OF MUNICIPAL PROPERTY

2016-2017 NEW BOARD MEMBERS

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Annual Conference photos courtesy of Thomas Rabel, Rabel Studios
The 2017 fiscal year had a difficult and tragic start with three separate municipalities experiencing the loss of an employee while in the line of duty during the first 3 months of the fiscal year.

First, the Village of Ruidoso lost John Ramos, a veteran Village employee, in an accident that occurred at the new wastewater treatment plant on July 13th. On August 12th, Village of Hatch Police Officer Jose Chavez stopped a car for a routine traffic violation and was shot and killed by one of the occupants of the vehicle. Yet another officer was lost on September 2nd when Alamogordo Police Officer Clint Corvinus was shot and killed during a foot pursuit. The person Officer Corvinus was chasing was also killed.

We would like to express our heartfelt condolences to the families of these dedicated public servants for their loss. It is truly tragic when someone loses their life while doing their job. As fellow public employees and elected and appointed officials, it is our duty to try to prevent these types of losses as well as any other on-the-job injuries that occur on a daily basis.

Over the years, we have heard elected and appointed officials alike complain of the safety training goals established by the Board of Trustees of the Fund. To review, the Board of Trustees has set a goal for 80% of a member’s full-time personnel to receive 16 hours of safety-related training for non-clerical employees, and 8 hours of safety-related training for clerical, library, museum and managerial employees. Additionally, the mayor or manager and the safety coordinator must attend one of the four Newbie or Veteran Safety workshops held at various locations around the state each year.

Assuming your municipality reaches these goals and files the appropriate paperwork with the fund, your municipality will be eligible to receive any dividend credits declared by the Fund Board of Trustees. While the Fund does not guarantee distribution of a dividend credit, members have received over $30 million in dividend credits over the years.

The effects of economic downturns and the take back of the hold harmless distributions for food and medical have many of you searching for ways to reduce expenditures and expecting more out of the municipality’s employees. The financial strain will tempt municipalities to cut corners and stop some activities in an attempt to provide services to the community.

It is management’s responsibility to demonstrate to employees and the community our commitment to their safety. Now is not the time to step back from ensuring the safety of our employees and members of the community. It is imperative that we continue to provide safety training to our employees and continually remind the public of their need to heed information about their own safety.

Let’s remember that we all have someone that is expecting us to come home today and commit ourselves to seeing to it that we do.

Finally, for those of us old enough to remember the television show “Hill Street Blues,” recall the closing words of Sergeant Phil Esterhaus during roll call: “Let’s be careful out there.”
DISPOSING OF MUNICIPAL PROPERTY

By Randy VanVleck

One of the most confounding activities that municipal governments have to undertake is that of disposing of municipal property. The rules are sometimes complicated and sometimes contradictory; and the municipal government can find itself on the wrong side of an audit if the appropriate procedures are not followed.

One of the favorite targets of auditors is the situation involving the sale or lease of municipal real property. The lease of municipal property to a private entity is the subject of many audit findings every year. NMSA sections 3-54-1-3-54-3 provide municipalities a vehicle through which the government may sell or lease its property. Let’s look at the statutory requirements. Unfortunately, the procedure to be used by the municipality (and I hate to utter these words) depends on the type of property disposed of as well as the value of the property.

First things first. The Procurement Code does not apply to situations where the municipality is selling or leasing real property. That is not a procurement, it is in a sense a disbursement, so the restrictions and requirements of the Procurement Code do not apply. But there are other limitations on a municipality’s ability to act.

Let’s start with Section 3-54-1, subsection A. It provides that: A municipality may lease or sell and exchange any municipal utility facilities or real property having a value of twenty-five thousand dollars ($25,000) or less by public or private sale or lease any municipal facility or real property of any value normally leased in the regular operations of such facility or real property, and such sale or lease shall not be subject to referendum.

Thus we have the situation where a municipality may sell or lease small plots of land or portions of a municipal utility facility such as a lift station pump or other property related to a municipality; to the general public without the need to go out for bids or to do anything more than enter into a written contract. The threshold is a valuation of $25,000 or less. But how does a municipality establish the value of its property? The best and most respected and agreed upon methodology involves a formal appraisal of the property. Establishing value for purposes of the government selling property in this manner is the most generally
accepted method. Granted, the appraisal process involves time and money, but it is the best method of establishing value. If the valuation is $25,000 or less, the property may be sold or leased without any further restrictions. A public sale might involve an auction, but a private sale might be completely between the parties.

Section A also provides that the municipality may sell or lease property of any value if the property is sold or leased in the normal operations of the facility. The best example of this would be hanger space or space leased to a fixed based operator at the airport. These facilities are sold and leased in the normal operations of the airport and can be sold or leased under the law without the need to establish valuation and with the need to proceed any further than a written agreement between the lessee and the municipality. These types of transactions are beyond the referendum process (providing the citizens a right to vote to void the sale or lease) provided for in the statute. More on this later.

Section B of 3-54-1 outlines the procedure for selling or leasing municipal property with a value in excess of $25,000.

A municipality may lease or sell and exchange any municipal utility facilities or real property having an appraised value in excess of twenty-five thousand dollars ($25,000) by public or private sale or lease, subject to the referendum provisions set forth in this section. The value of municipal utility facilities or real property to be leased or sold and exchanged shall be determined by the appraised value of the municipal utility facilities or real property and not by the value of the lease. An appraisal shall be made by a qualified appraiser and submitted in writing to the governing body. If the sale price is less than the appraised value, the governing body shall cause a detailed written explanation of that difference to be prepared, and the written explanation shall be made available to any interested member of the public upon demand.

If the property to be sold or leased or exchanged has a value in excess of $25,000, it can still be sold at either a public or private sale, but there is one precondition, and one additional condition. The precon-

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Bohannan Huston

Who We Are... What We Do...

Founded in New Mexico in 1959, Bohannan Huston has become a nationally-recognized consulting firm specializing in Engineering, Spatial Data, and Advanced Technology. Currently, the firm has 170 employees, with headquarters located in Albuquerque and branch offices in Las Cruces and Denver.

On a daily basis, BHI’s professional and technical staff work together to produce high-quality projects suited to the needs of each individual client.

BHI’s integrated approach to planning and engineering emphasizes sustainable solutions to create projects that serve tomorrow’s needs as well as today’s. We understand the challenges that New Mexico’s municipalities face, and for over 57 years, we have helped our customers visualize projects, optimize resources, and realize exceptional solutions.

Although each municipality is different, all strive for a common goal: **planned and prioritized infrastructure projects that best serve the public.** We offer proven expertise in analyzing, master planning, and designing innovative infrastructure systems and solutions that are based on sound, sustainable engineering practices and decades of experience.

We have developed relationships with public-sector clients at national, regional, state, and local levels to provide a wide range of expertise from under one roof.

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We offer the full suite of engineering planning and design expertise for water and wastewater, structures, traffic and transportation, electrical instrumentation, mechanical, and public sector facilities projects. We participate in projects from beginning to end with our in-office design staff and our construction engineering experts who are responsible for field administration and inspection.

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Survey and mapping services allow us to participate in the projects at the very early stages of development, collecting the data upon which planning and design are based. BHI is industry-known for the investment we have made in efficient electronic data gathering tools that complement our knowledgeable staff, allowing us to provide cost-effective, accurate, and appropriate data sets.

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We have made a commitment to shaping and guiding the future of technology for BHI and our clients through our investment in in-house software, CAD, web, information technology, and graphic expertise. We have made a name for ourselves in the industry in the development of engineering software design tools. In addition, we offer web site development and CADD training and implementation services.

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AZTEC’S RETAIL INCUBATOR AIDS TO NURTURE DOWNTOWN

By Finance New Mexico

Aztec isn’t the only town in New Mexico whose residents want a vibrant and stable downtown business district, but it’s one town where leaders are moving forward with plans to create that environment.

Spurred by the city’s economic development advisory board, the Four Corners community is opening a retail incubator in a downtown building to nurture fledgling businesses until they’re ready to stand on their own.

The Aztec Business Incubator (also called the Aztec Business Hub) will host businesses in various stages of development and provide member businesses access to the expertise of service providers from the Small Business Development Center, WESST, New Mexico Manufacturing Extension Partnership, Four Corners Economic Development and the San Juan College Enterprise Center. A representative from each of these organizations will staff the hub one day a week.

“One of our biggest issues is the instability of businesses downtown,” Mayor Sally Burbridge said. “It feeds into the (misperception) that there’s nothing going on downtown.”

Businesses come and go too frequently, she said. Someone leases a space, opens a business and quits after three months because the business doesn’t have enough steady customers to keep the business afloat. The incubator aims to help business owners bridge the gap from startup to success by providing space and support during its critical early years.

Traditional idea goes retail

Business incubators have been around for decades, but most assist manufacturing and technology ventures with the greatest potential for job creation. Retail businesses didn’t get the same attention until recently, because economists assumed they would arise naturally where manufacturing and production were strong. Furthermore, the logic goes, retail isn’t as scalable as other sectors and it mostly serves the lifestyle needs of locals, rarely expanding beyond its home base.

Traditional business incubators are managed facilities that house multiple tenants and cultivate their development into financially viable companies. They rent space at affordable rates, provide business and tech services and equipment and help secure financing for client companies and even to outside clients.

But for small or rural New Mexico communities like Aztec, retail enterprises are critical, because the area has limited prospects for attracting or launching larger businesses.

Aztec’s incubator will occupy a building it’s leasing and plans to buy. The city is remodeling it into a multipurpose business center that will house the chamber of commerce, a co-working space/resource center, a conference room and individual offices.

The hub plans to use its fenced-in courtyard as a “Mercado.” The space, which opens onto Main Street, will feature a performance stage and has room for seasonal farmers market and for “pop-ups” — temporary events that give budding entrepreneurs a low-risk way to reach potential clientele. The incubator’s first tenant, 550 Brewing, plans to open a taproom at the back of the building and has hosted tastings at the courtyard.

The hub also wants to run a “certification” program for downtown businesses that might be struggling with startup expenses. Certification would entitle members to a temporary reduction in utility rates until they become viable. To become certified, a business must work with the hub’s board of directors and submit a business plan for review and feedback.

“We’re not talking about the

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Past Presidents, Fellow Officers, Members of the Board, Municipal Officials and Honored Guests. Let me start by saying right up front, we would not be one of the premier associations in New Mexico, in fact, nationally if it were not for the tremendous service of those who came before me. It was their tireless efforts that laid the groundwork to the path of success we enjoy today. Let’s give our Past Presidents another round of recognition!

This is the year of the Summer Olympics. Like the United States, we have our own “Dream Team” – our officers and the Board of Directors. As in sports, the work of local government requires teamwork. In every city, town or village, a team of municipal officials go to work every day to provide the necessary basic municipal services to make our communities the best that they can be. Thank you, thank all 106 teams across the State of New Mexico you don’t get the recognition and credit you deserve.

We have help in Santa Fe. We have our own “Team” of professionals – the staff of the Municipal League. Each and every member of the staff go to work day in and day out to provide us with the advice we need, the education to make us better, to represent us with expertise. Thank you to our Santa Fe Team!

As you know, “The President’s Report” is not meant to be “The State of The Cities Address” but more of a review of the past year with an eye to the future. Let’s start. My term of office as President began October 1st of last year. We started fast with our priority setting Board meeting that very first day, and continued at that fast pace. We made the protection of municipal revenues our number #1 priority and reaffirmed our decision to challenge Tax and Rev Department in another lawsuit concerning their illegal procedures in clawing back GRT distributions. Like the Eunice case, five more of our municipalities
experienced “take backs” without the Department paying attention to the statutes or the Supreme Court. They just said “they don’t apply”. Without notice and without recourse, the Department kept the money. That was over a year ago and while we won the opening rounds of this lawsuit, we still don’t have the information to justify their actions. The wheels of justice grind slow, while the wheels of injustice are swift. That protection of our revenues priority is not just for the future but for revenues in the past.

And that was Day #1. By Day 30 we completed our MOLI Program, National RISC (insurance) Conference, the Municipal Clerks Institute, and the NM Infrastructure Conference. November and December continued at the same hectic pace, with more educational opportunities, including the National League of Cities Congress of Cities, the Municipal Attorneys Conference, Finance Officers Conference, and the City Managers Conference. You can see we place a high priority on education and information sharing. As Sonny and Cher said “the beat goes on.”

Then it was January and the Legislature!! This year it was 30 days. Is it possible for 30 days to feel like a week and an eternity at the same time? Upper most in our minds was “is the Legislature coming after us again?” At Municipal Day at the Legislature, over 300 municipal officials attended and went to the Roundhouse to reinforce our priority of protection of revenues and our tax base. After many committee meetings, floor sessions, long days and nights it was over. After holding our breath for so long we took a breath and said phew, we’re ok. For now!

Then it was Spring and time for the League’s eight district Meetings. It was my goal to attend EVERY District Meeting. While I thought I knew what I was getting into, I looked at the schedule – OMG in 10 days we were to travel over 1600 miles and have 8 district meetings in every part of the state. We did it, routine for Bill, Regina, and Ed, but new to me. I met with over 300 municipal officials in parts of New Mexico I’ve never been. What a great experience!

In that same part of Spring, we held two very successful “Newly Elected Officials Institutes” attended by over 200 municipal officials. Not every attendee was newly elected, but a number of veterans, as well, making sure they were up-to-date with the latest information.

I didn’t know it was possible, but during the Spring we also traveled to Washington D.C. to attend the NLC Congressional City Conference. The NMML Executive Committee met with our Congressional Delegation. We brought to their attention the importance of passing legislation to allow sales on the internet to be subject to tax. New Mexico is losing out on hundreds of millions

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of dollars in taxes. We need to pass this legislation to protect our own main street businesses. We should not give out-of-state businesses more favorable treatment than our own.

The beat goes on!

Late spring and throughout the summer the League is equally busy. Education and professional development is foremost on the agenda. With Police Chiefs, Fire Chiefs, Zoning Officials, Environmental Quality Officials, Airport Managers, Librarians, Clerks and Finance Officials all holding professional development meetings. As if that wasn’t enough, we had a State Aviation Conference, Fire Chiefs Conference, and later a Law Enforcement Conference.

The Summer is also the time we devote to develop our municipal policy and governance structure of the League. Our Board meets and conducts the business of the association with budget adoption a major emphasis. We hold five policy committee meetings and a resolution committee meeting to get ready for our Annual Business Meeting, which is being held later this afternoon. Then after the Conference, we are setting our priorities at the October Board Meeting. Then Richard, it’s your turn and we begin another year.

AND THE BEAT GOES ON!

Is it me or does it seem that we run from meeting to meeting? The League does “do” meetings and we do them well. But the League is more than meetings. We also run a number of very successful service programs. Let me start with one I’m very familiar with – The New Mexico Self Insurer’s Fund, created and run by the League. I also serve as Chairman of the Fund Board. “The Fund” as I call it writes insurance coverages in every line of insurance and provides that coverage to the majority of our 106 municipalities from workers comp, liability, property to health coverage. The Fund, in recent years, has returned over $30 million to our municipal-
ities. And now we are purchasing “body cameras” to assist our police officers in doing the important work of protecting our hometowns. The Fund has been in operation for the last 33 years and hasn’t missed a beat.

A newer program, only in existence for over a decade, is our Accreditation Programs. We started with law enforcement, and with the Counties becoming partners, have grown into a Local Government Accreditation Center, accrediting Detention Facilities, E-911 Centers, DWI Diversion Program, and our latest, the Fire Service. What a better way to bring best practices into play.

But ADVOCACY is what the League is about. It is what we do. Whether it’s before the Legislature, The Administration or the Courts, we’re there. Eunice, Farmington, Bloomfield, Moriarty, Artesia and Jal in Court with Tax and Rev – we’re there! Water Quality Standards and the Environment Department – we’re there! Hold Harmless, Local Tax System, Street and Road needs are on the Legislative Interim Committees schedule for September and October – we’re there! With State revenues in the tank and a Special Session looming at the end of September as well as a 60 day Session starting in January … you bet we’ll be there!

With all of this happening I should be tired, but I’M NOT! I’M PUMPED! ARE YOU?

Thanks to the Executive Committee, The Board, all our members, especially our super team – the staff. It will be my honor now to join that very exclusive club – The Past Presidents. Thank You So Much.
59TH ANNUAL CONFERENCE

TUESDAY, AUGUST 30
COMMUNITY SERVICE EVENT
HOBBS ANIMAL ADOPTION CENTER AND ANIMAL HUMANE SOCIETY PARTNERSHIP

Construction of the current facility of the Hobbs Animal Adoption Center (HAAC) was complete in 2009, upon which a partnership between the Lea County Humane Society (LCHS) and the City of Hobbs was agreed upon and began. The LCHS previously possessed their own animal center north of Hobbs that was operated and manned by about one to two employees at a time. However, during construction of the HAAC, it became evident that a partnership between the LCHS and the City of Hobbs to run the new animal adoption center together would be beneficial to both entities. A Memorandum of Agreement (MOA) was agreed upon between the LCHS and the City of Hobbs. In 2009, the City of Hobbs received a legislative grant for funding purposes of the partnership. The LCHS now supplements the HAAC staff with two of their own full-time employees and is able to use the facility host adoption events and various clinics.

Upon the completed construction of the HAAC, the City of Hobbs also adopted a 10-year plan to become a no-kill facility. The City of Hobbs Animal Adoption Center completed this goal in 8 years, 2 years ahead of time. Due to many priceless volunteers and extremely dedicated staff members, the City of Hobbs was able to reach this goal through animal transports to shelters as far as Colorado and Canada. Another key component of the success of this unique partnership would be the amended animal ordinance. The amended animal ordinance states that any animal at large will be spayed and neutered at very reduced price or else the owner must pay to obtain either a breeder’s or litter permit to have their pet returned.

Missy Funk, Manager of the Hobbs Animal Adoption Center, attributes the value of the partnership and the reason for its success to their being so many involved individuals who hold the same goal. The City of Hobbs respects this unique partnership which both entities have worked very diligently at to establish the great relationship that it is today.
59TH ANNUAL CONFERENCE

TUESDAY, AUGUST 30
GOLF OUTING
59th ANNUAL CONFERENCE

WEDNESDAY, AUGUST 31
59TH ANNUAL CONFERENCE

THURSDAY, SEPTEMBER 1
RUN/WALK
59TH ANNUAL CONFERENCE

THURSDAY, SEPTEMBER 1
CONGRATULATIONS TO THE 2016 MUNICIPAL OFFICIALS LEADERSHIP INSTITUTE GRADUATES

Mayor Daniel R. Barrone, Town of Taos
Former Mayor Arnulfo Castañeda, City of Anthony
Former Councilor Eldie R. Cruz, Village of Wagon Mound
Trustee Pamela C. Grider, Village of Jemez Springs
Councilor Peggy Gutjahr, City of Rio Communities
Mayor Pro Tem William D. Johnson, Village of Columbus
Former Commissioner Roberta S. Locke, City of Aztec
Trustee James R. Maynard, Village of Cloudcroft
Trustee Lynda Middleton, Village of Magdalena
Mayor Pro Tem Alfredo Morelos Jr., City of Lordsburg
Judge C.D. Newberry Jr., Town of Elida
Mayor Bryan R. Olguin, Town of Peralta
Councilor Fran P. Palochak, City of Gallup
Councilor D. Rogers Lanon, Village of Angel Fire
Trustee Wanpen Root, Village of Williamsburg
Trustee Esequiel Salas, Village of Columbus
Mayor Pro Tem Neil Segotta, City of Raton
Councilor David A. Wilson, Village of Tijeras
59TH ANNUAL CONFERENCE

THURSDAY, SEPTEMBER 1-DERBY NIGHT
GETTING TO KNOW YOU

This feature focuses on learning about the League Executive Committee, Board members and other elected officials. This month we meet Tom Martin, Commissioner of the City of Clovis.

What was your primary motivation to run for political office in your community?
I wanted to be more involved in the process of city governance.

How do you view your role in serving as an elected official in your community?
I would like to be a bridge between the citizens and city government.

What do you think is the primary role of municipal government?
Making sure that our citizens can flush their toilet and get a quick response when they call 911.

What do you think is the primary role of the New Mexico Municipal League in municipal government?
To speak as a united voice for the municipalities of this very diverse state and that is not an easy task.

What is your favorite "after work" pastime?
Exercise of some sort—swimming, cycling, golf, walking the dogs—none of which am I proficient at.

NEW MEXICO MUNICIPAL LEAGUE ELECTS OFFICERS AND DIRECTORS

Eagle Nest Mayor Richard Cordova was elected President of the New Mexico Municipal League on September 1 during the League’s 59th Annual Conference in Hobbs. He had previously served as Treasurer, Vice President and President-Elect of the organization.

Aztec Mayor Sally Burbridge was elected President-Elect and Los Alamos Councilor David Izralevitz was elected Vice President. Silver City Mayor Pro Tem Cynthia Ann Bettison was elected Treasurer.

Artesia Mayor Phillip Burch, Santa Fe Councilor Joseph Maestas and Roswell Councilor Steve Henderson were re-elected as At-large District Directors for a two-year term. Socorro Councilor Gordy Hicks was elected to a one-year term as At-large Director.

All officers and directors will assume their offices on October 1.

ARE YOU WALKING AWAY FROM TAX REVENUE?

Link your website to your town’s Grow It! page to connect local businesses to resources that can help them grow. Because when local businesses grow, so does your tax revenue.

- **Saves your staff time:** No need to keep your city website current, because information on Grow It! is continually updated
- **Encourages businesses to register locally:** Grow It! links back to the business licensing page of your town’s website
- **Provides easy access:** Mentors, workshops and funding that seldom make it into the state’s smaller communities become readily available

271 people obtained business resource information from the Carlsbad Grow It! page in June because they found the correct link on the home page of their city’s website.

- **http://growitnm.org/your-town**

Join others — such as Artesia, Clovis, Gallup, Hatch, Santa Rosa and more — by adding Grow It! to your municipal website. Contact us to find out how.

**505-577-8263 ■ info@GrowItNM.org**

A member benefit and economic development initiative of the NM Municipal League

THE MUNICIPAL REPORTER, OCTOBER 2016
dition is that the value of the property be obtained through a formal appraisal of the property and not by the value of the lease to the municipality. So we are not looking to the value derived as a result of the lease, but the value of the raw land. Additionally, the appraisal must be made by a qualified appraisal (meaning licensed by the Board of Real Estate Examiners of NM) and submitted in writing to the governing body prior to entering into the lease or sale contract.

Interestingly a municipality has the option of selling or leasing the property at a price that is less than the appraised value if the Governing Body provides a detailed explanation of the difference in value, which shall be made available for inspection by the general public.

Section C of section 3-54-1 adds some additional considerations when the municipality opts to sell or lease the property at a public sale. Section C states in pertinent part:

If a public sale is held, the bid of the highest responsible bidder shall be accepted unless the terms of the bid do not meet the published terms and conditions of the proposed sale, in which event the highest bid which does meet the published terms and conditions shall be accepted; provided, however, a municipality may reject all bids. Terms and conditions for a proposed public sale or lease shall be published at least twice, not less than seven days apart, with the last publication no less than fourteen days prior to the bid opening, and in accordance with the provisions of Subsection J of Section 3-1-2 NMSA.

This section looks much like the restrictions imposed on municipalities when they purchase tangible personal property. It requires that the bid of the highest responsible bidder be accepted, unless the bid does not meet the terms and conditions of the solicitation. If that is the case, then the municipality can move down the list to choose the highest bid that does meet the terms and conditions of the solicitation; or the municipality may reject all bids and start again. Note that there is also a publishing requirement if the municipality chooses to sell or lease the real property at public event.

Now the fun begins. If a municipality is selling or leasing real property that has been appraised at over $25,000, it has on more hurdle to navigate. Section D requires that:

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Any sale or lease of municipal utility facilities or real property entered into pursuant to Subsection B of this section shall be by ordinance of the municipality. Such an ordinance shall be effective forty-five days after its adoption, unless a referendum election is held pursuant to this section. The ordinance shall be published prior to adoption pursuant to the provisions of Subsection J of Section 3-1-2 NMSA 1978 and Section 3-17-3 NMSA 1978 and shall be published after adoption at least once within one week after adoption pursuant to the provisions of Subsection J of Section 3-1-2 NMSA 1978.

This means that every sale, lease or exchange of real property with an appraised value of over $25,000 can only be accomplished after the Governing Body of the municipality passes an ordinance authorizing the sale, lease or exchange. Unlike most ordinances that become effective within 5 days, these special ordinances do not become effective until 45 days after they have been passed and published. The ordinance authorizing the sale, lease, or exchange must be published both prior to adoption and after adoption to give the public sufficient time to circulate a petition. The petition if passed by a majority vote of the people would have the effect of rejecting the sale, lease or exchange of the municipal property. If the petition opposing the sale, lease or exchange of real property contains the signatures of more than 15% of the qualified electors of the municipality, an election will be held within 90 days for the purpose of rejecting the sale, lease or exchange of the property will be held.

As you can see this is a complicated process and any misstep can land a municipality in trouble. It is best to conduct these types of transactions only after discussing and conferring with your city attorney.
ICMA SPOTLIGHTS LOCAL GOVERNMENT LEADING PRACTICES IN NEW PODCAST SERIES

WASHINGTON, D.C.—Through a mix of stories, insights, and advice from municipal and county government leaders and experts, Local Gov Life highlights successful programs and projects that enhance the quality of life in our communities. The new podcast series is produced by ICMA, the International City/County Management Association.

Local Gov Life offers another way to tell the remarkable stories of what works best in local government today,” said ICMA Executive Director and veteran professional manager Robert J. O’Neill, Jr. “Local governments increasingly are being asked to do more with less and that requires them to look for innovative approaches to service delivery. Local Gov Life showcases the creative approaches communities are using to deliver services while reminding us of the importance of looking beyond the job and maintaining a sense of humor in the face of these challenges.”

The Local Gov Life podcast series includes:

**Episode 1: Community and Organizational Volunteerism**—takes an in-depth look at volunteering and how communities attract and manage volunteers. Features: Edward Lavallee, city manager, Venice, Florida; John Stephens, associate professor of public administration & government, University of North Carolina (who volunteered for Durham, North Carolina); Patricia Stevens, executive director, Office of Public Private Partnerships, Fairfax County, Virginia; and Bryan Montgomery, city manager, Oakley, California.

**Episode 2: Go Ahead—Laugh**—explores the notion of humor in the workplace and how local government managers can use laughter and fun as effective leadership tools. Features: Patrick Malone, Ph.D., director, Key Executive Leadership Program, American University, Washington, D.C., and author of the July 2016 Public Management (PM) magazine feature story “Go Ahead, Laugh! Why Humor Makes for a Better Workplace”; Opal D. Mauldin-Robertson, city manager, Lancaster, Texas; and James Bennett, city manager, Biddeford, Maine.

**Episode 3: Reinvigorating Downtown**—examines the downtown initiatives of three communities and some of the business and economic development

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Ph.D. version of a business plan,” Burbridge said. “We just want to see that they have a plan” that includes customer service training for employees and a commitment to participate in community events.

Hub organizers also hope to obtain a grant that provides seed money the city could use to extend zero interest loans to businesses for building renovation and other essentials. And it wants to start an entrepreneurship class for students at the nearby high school.

While local officials prepare the incubator for opening day, they’re ready to share one important lesson with similar communities considering a retail incubator: Educate the community before you start. Once people know the city’s efforts will benefit the entire community, they’ll get onboard.
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