SPECIAL MEETING/WORK SESSION
City of Anthony Board of Trustees
Council Chambers / 820 HWY 478
Anthony, NM 88021

Thursday, May 25th, 2017
5:00 P.M.

MINUTES

1. CALL TO ORDER by Mayor Diana M. Trujillo at 5:07pm

2. PLEDGE OF ALLEGIANCE led by Mayor Diana M. Trujillo

3. ROLL CALL

   Present:  Trustee Fernie Herrera  YES  NO
   Trustee Gloria Gameros  YES  NO
   MPT Erica Ramos  YES  NO
   Trustee Betty Gonzalez  YES* NO  via telephone call
   Mayor Diana M. Trujillo  YES  NO  arrived late, approx. 7:00pm

   Quorum Established  YES  NO

   Translation from English to Spanish and Spanish to English is available upon request.

4. APPROVAL OF AGENDA ORDER
   1st Motion: Trustee Gameros  2nd Motion: Trustee Herrera  AIF

5. WORKSHOP
   A. Work session: Budget preparation meeting for Fiscal Year 2017/2018 for the City of Anthony.
      Rental income to decrease by a total of $6,000, netting at $90,456. Trustee Gonzalez asked regarding the
      cash balance, which Fernando Ramirez, Finance Officer, showed to the Trustees on the screen standing at
      $2.9 million. Trustee Ramos asked in regards to the court fine fees amount decrease of $22,000. Trustee
      Herrera asked in regards to the Industrial Revenue Bond (Valley Cold Storage) amount to be received by the
      city, Fernando stated about $45,000; same or similar amount as this past fiscal year. Trustee Gameros
      stated that the City would not tap into the surplus unless it was absolutely necessary. Board went over
      payroll, with seven new positions, Trustee Gameros stated some are getting too much of a raise and others
      are not and have been working for the City longer. Trustee Gameros stated the City Clerk to be kept full time
      and move Projects Coordinator to be under her (so that she is moved to “exempt” status based on FLSA
      rules), and hire Cano HR Group as the HR Consultant since it is a relatively inexpensive cost to the City.
      Trustee Gonzalez stated she would not approve of hiring a full time HR position meanwhile the City Clerk is
      full time. Also, if the City Clerk will be unavailable for a BOT meeting, then the meeting will be rescheduled.
      Trustee Ramos stated performance evaluations should determine pay increases. Trustee Herrera stated he
      did not want to be over budgeted like in Fiscal Year 2016-17. The housekeeping position, part time?
      Fernando stated it would be a part time position only. Moving on to the 101 Fund, in the original budget,
      presented by the Mayor, the Professional Services line item stood at $125,000; of which $85,000 was to pay
      for a Building Inspector (sub-contracted) and a Fire Marshall. Neither one of these positions were approved,
      leaving the line item at $46,000; which is itemized by $40,000 for attorney costs and $6,000 for human
      resource services. The remaining funds were to be discussed at the next budget meeting set for May 30th,
      2017 at 5:00pm respectively.

6. ITEMS FROM THE CITY CLERK
   Informed trustees about email from attorney’s office regarding the employee handbook which stated the
   handbook was being revised and edited, etc., but that Mr. Carrillo would be out until June 13th. Their office
   also emailed the library policies and procedures and the amended ordinance.
7. ITEMS FROM THE MAYOR AND TRUSTEES
Trustee Herrera: Regarding Mil Acres residents, they want to maintain their own road and it is within city limits.
Trustee Gameros: Trustees may need an additional meeting day to finish working on the budget.
MPT Ramos: Regarding the safe cities resolution; have the first hearing at the next regular meeting.
Mayor: no comments

8. ADJOURNMENT
1st Motion: Trustee Gameros  2nd Motion: Trustee Herrera  AIF at 9:30pm

ATTEST:

City of Anthony New Mexico

Diana Murillo-Trujillo, Mayor

Velma Navarette, City Clerk