

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 \$2.9million. 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

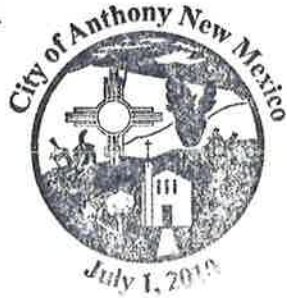
8. **ADJOURNMENT**

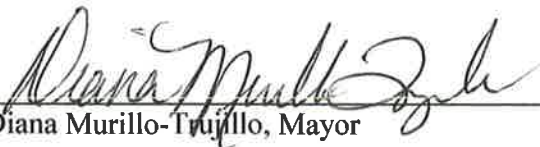
1st Motion: *Trustee Gameros*

2nd Motion: *Trustee Herrera*

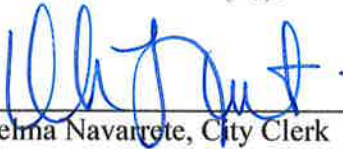
AIF at 9:30pm

ATTEST:





Diana Murillo-Trujillo, Mayor



Velma Navarrete, City Clerk