

REGULAR MEETING

City of Anthony Board of Trustees
Municipal Complex 820 HWY 478
Anthony, NM 88021

Wednesday, July 15, 2015
6:00 P.M.

MINUTES

1. CALL TO ORDER by Mayor Arnulfo Castañeda at 6:00PM

2. PLEDGE OF ALLEGIANCE led by Mayor Arnulfo Castañeda

3. ROLL CALL

Present: Trustee Pilar Madrid
Trustee James Scott
Trustee Betty Gonzalez
Mayor Arnulfo Castañeda

Absent: Trustee Diana M. Trujillo

THOSE ITEMS ON THE AGENDA INDICATED BY AN ASTERISK (*) ARE ON THE CONSENT AGENDA AND WILL BE VOTED ONE BY ONE MOTION UNLESS A COUNCILOR REQUESTS THAT A SPECIFIC ITEM BE REMOVED AND PLACED ON THE REGULAR AGENDA FOR DISCUSSION PURPOSES

4. APPROVAL OF AGENDA ORDER

A motion to approve the agenda order was made by Trustee James Scott. A second was made by Trustee Betty Gonzalez. All in favor; **motion passes.**

5. APPROVAL OF CONSENT AGENDA

- A. Special Meeting Minutes – July 1, 2015
- B. Regular Meeting Minutes – July 1, 2015

A motion to approve the consent agenda was made by Trustee James Scott. A second was made by Trustee Pilar Madrid. All in favor; **motion passes.**

6. ITEMS FROM THE FLOOR – PUBLIC COMMENT

None.

7. PRESENTATION ITEM

- A. Capital Construction Projects Update
Memo attached.
Visual Power Point presentation by: Karina Hernandez

A presentation was given by Ms. Karina Hernandez, Project Coordinator for the City of Anthony and Mr. Eric Hamilton of Wilson and Company. A hard copy of the presentation was given to each BOT member at the time of the presentation.

8. Consideration and Action

A. CONSIDERATION AND ACTION TO APPROVE RESOLUTION NO. 2015-032. A RESOLUTION TO INCREASE THE REVENUE SIDE OF THE GRANTS THAT WERE ONCE IN THE NEGATIVE BUT ARE NO LONGER DUE TO RECEIPT OF REIMBURSEMENT.

Draft Resolution attached.

Presented by: Finance Officer, Joy Tellez

Joy Tellez – Please forgive me as I am not a public speaker but I am working on it.

Historically these grants were left in the negative at year end as we waited for the reimbursements to come in. Ms. Paula Flores with the DFA, who is our Budget Analysis, warned me that we cannot have negative cash balances at the end of the fiscal year. The proper procedure is to borrow money from the General Fund to get these grants out of the negative. Once we receive the reimbursements, we reimburse the General Fund.

As you can see on this letter that I just handed out, on the back page it specifically states that the final budget will not be approved with any negative cash balances.

Trustee Pilar Madrid – I think we should create a special fund and put money in it just for these purposes. I think we should do it with an ordinance. If we are gone and it is other people they will have to do it the same because it is in an ordinance.

Trustee Betty Gonzalez – According to this resolution on the 4th ‘Whereas’ that is where the question was that we had the last time you presented this. You are now saying it is going to be from the General Fund.

Joy Tellez – That is correct.

Trustee Betty Gonzalez – So why can't we say that?

Joy Tellez – Well anytime that we are going to borrow money it is going to be from the General Fund. It is a paper journal entry. The monies are there, it is just a paper journal entry for our auditors so that they can see that we borrowed the money so that these items would not be in the negative. Once the reimbursement comes in we will do another journal entry to take the funds to line item where we borrowed the funds from and it will zero out.

Mayor Arnulfo Castañeda [directed to Trustee Betty Gonzalez] – What are you suggesting again?

Trustee Betty Gonzalez – Well the thing is, we get our revenue from various sources correct?

Joy Tellez – Yes ma'am.

Trustee Betty Gonzalez – So we are borrowing temporarily, right? Ok, so why is it that we are not able to say what line item it is being borrowed from?

Mayor Arnulfo Castañeda – Well we can say we borrowed it from any revenue because it is all from the same pool. We have several GRT lines, which is the biggest GRT line?

Joy Tellez – The State GRT.

Mayor Arnulfo Castañeda – You can take it from the State GRT if you wish so on the fourth ‘Whereas’ we can insert that we will borrow it from the State GRT line. If you wish to do that, we can do it as a motion of its own and then we can do a motion to approve the motion with the proposed changes.

Trustee Betty Gonzalez – Is everybody in agreement?

Trustee James Scott made a motion to approve Resolution No. 2015-032. (As is)
There was no second, so motion dies.

Trustee Betty Gonzalez made a motion to approve Resolution 2015-032. On the 3rd ‘whereas’ please insert to borrow money from the State GRT line item as a revenue source. Trustee Pilar Madrid made a second to the motion.

Roll call vote:

Trustee James Scott - YES

Trustee Betty Gonzalez - YES

Trustee Pilar Madrid - YES

Unanimous vote; motion passes.

B. CONSIDERATION AND ACTION TO APPROVE RESOLUTION NO. 2015-033. A RESOLUTION APPROVING A BUDGET ADJUSTMENT IN THE AMOUNT OF \$119, 732.32 FROM THE GROSS RECEIPTS TAX (STATE) LINE TO THE VARIOUS GRANT LINE.

Draft resolution attached.

Presented by: Finance Officer, Joy Tellez

Joy Tellez – This is the same situation as in the previous resolution.

Trustee Betty Gonzalez – On this one we can make the same recommendation that we made on the other resolution.

Joy Tellez – Yes.

Trustee Betty Gonzalez made a motion to approve Resolution No. 2015-033 as is. It does state that the State GRT will be the line used. A second was made by Trustee Pilar Madrid.

Roll call vote:

Trustee Betty Gonzalez - YES

Trustee James Scott - YES

Trustee Pilar Madrid - YES

Unanimous vote; motion passes.

Joy Tellez – I would like to request a Special Meeting to present the 4th Quarter Report and the Final Budget. I would like to propose Wednesday July 22nd or Thursday July 23rd.

Trustee Betty Gonzalez – Our next regular meeting is the 22nd?

City Clerk, Christy Sifuentes – No. The next regularly scheduled BOT meeting is on August 5th. We need to have a Special Meeting before month end to get this approved and submitted.

BOT – Yes, the 22nd is fine.
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C CONSIDERATION AND ACTION TO APPROVE RESOLUTION 2015-034. A RESOLUTION TO PARTICIPATE IN THE MUNICIPAL ARTERIAL PROGRAM ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION.

Draft resolution attached.

Presented by: Projects Coordinator, Karina Hernandez

Karina Hernandez – Karina presented Resolution No. 2015-034 to Mayor Castañeda and the Board of Trustees.

Trustee Betty Gonzalez – The last meeting that we had, we had a memo. Is that still going to be a part of this request?

Karina Hernandez – Yes, the March Waiver Resolution has been sent up to Santa Fe. It is a long process so we wanted to get that waiver in as soon as possible. We would like to have an agreement on the waiver by the time that we receive our signed agreement for this grant.

We have not applied since 2012 for a waiver so we have a pretty good chance of getting it.

Trustee Betty Gonzalez – Do they consider a portion of that?

Karina Hernandez – I would have to talk to Debbie Hudson on that because I am not sure. I think that if the waiver is approved it would be for the full amount, but I have to ask.

Trustee James Scott made a motion to approve Resolution No. 2015-034. A second was made by Trustee Pilar Madrid.

Roll call vote:

Trustee Betty Gonzalez - YES
Trustee James Scott - YES
Trustee Pilar Madrid - YES
Unanimous vote; motion passes.

9. **ITEMS FROM THE CITY CLERK** – None

10. **ITEMS FROM THE MAYOR AND TRUSTEES**

Trustee Betty Gonzalez – The letter that we got here (a copy of the preliminary approved budget for FY 2015-2016) It also states that we need to get our audit in. We have discussed this in the past. We were going to get another auditor. Did we do that?

Joy Tellez – Yes, we have the Auditing Consulting Group out of Albuquerque, NM.

Mayor Arnulfo Castañeda – We did solicit quotes, correct?

Joy Tellez – Yes we solicited from about 15 firms. We selected Auditing Consulting Group because they had the best value quote and the most experience with municipalities.

Trustee Betty Gonzalez – What was the bid on that?

City Clerk, Christy Sifuentes – We have the contract on file and it has been approved by the State Auditor's Office. I want to say that it is in the \$13,000.00 range. I can put a copy in your boxes if you'd like.

Trustee Betty Gonzalez – Are we going to use this firm for more than one year?

Christy Sifuentes – We only contracted them for one year. We can contract them year by year if we'd like to but the new Audit Rule says that we can contract them for up to 10 years. It just depend how we feel about them at the end of this audit.

Trustee Pilar Madrid – Do they have any references like what municipalities they have audited?

Christy Sifuentes – Yes, they do. It is a long list. I can also put that information in your box.

Trustee Pilar Madrid – If we like them, then we can keep them.

Mayor Arnulfo Castañeda – Like Mrs. Sifuentes said, we can keep them for up to ten years but we will leave that up to the board to decide.

Trustee Betty Gonzalez – Are we currently working on that audit?

Joy Tellez – They are coming in during the month of October.

Trustee Betty Gonzalez – Ok.

Trustee Pilar Madrid – I was thinking about the building that we acquired. Can we hold off on selling it and hold on to it for a while like an investment?

Mayor Arnulfo Castañeda – We can do whatever the Board of Trustees wants to do. The feeling I got the last time that we talked about it was that we wanted to sell it as soon as possible. We can keep it, we can sell it. Whatever you all decide. We can put it on the Special Meeting.

Christy Sifuentes – As it stands now, we will have 4 items on the Special Meeting agenda.

Trustee James Scott – I had learned that we could only have 1 item on the agenda that is what makes it a 'Special Meeting'. If you are having more than 1 item then you are just having a regular meeting and we can call it that.

Trustee Pilar Madrid – We can call it a 'Workshop'.

Trustee James Scott and Christy Sifuentes – [Simultaneously] – You cannot vote on any items in a workshop.

Christy Sifuentes – I can look into it. I do know that in a Workshop we cannot vote. I am not 100% sure on the Special Meeting rules. I can look into my City Clerk books and make some calls to get us a definite answer.

Trustee James Scott – If you use Special Meeting everyday it detracts from the regular meeting. The public has a right to the information in the regular meetings. The bottom line is this, would you check with Randy?

Christy Sifuentes – Yes, I will check.

Mayor Arnulfo Castañeda – Even if we cannot get it on the Special Meeting we will get it on our next Regular Meeting agenda. Either way, I just need direction from the Board.

Trustee James Scott – The grant reimbursement. The GRT wasn't short \$400,000. I went through and looked at the stuff for FY 2014-2015. We got \$950,640.88 which was pretty close to what I had predicted. Not that I want to pat myself on the back. What has changed and what has made the check amount substantially lower is the mortgage payment for this building. The mortgage amount is about \$9,750 per month which comes out to about \$117,000.00 per year. That is what makes it look so much lower. What you were saying before I didn't understand you. I understand you now. There was no real shortness, it's all in the way you look at it. I pulled up the RP455 report and I looked and looked at it. I want you to do one thing. I am not your boss and I cannot tell you what to do. This is a portion of the RP455, this has always been there and it is really odd. We have a penalty, what is this? It says penalty so it makes it look like we have done something wrong. I don't think we have done anything wrong.

Trustee Pilar Madrid – It makes it look like we are paying something and we are not.

Mayor Arnulfo Castañeda – I was just going to tell the BOT about the Villa Sereno but we already discussed it. We did get the deed so the property is ours already. There are some old stoves and refrigerators that we need to get rid of. There is some trash in it that needs to be cleaned up. We do have the title/deed so it is ours.

11. ADJOURNMENT

Trustee James Scott made a motion to adjourn. Trustee Pilar Madrid second the motion.

All in favor; motion passes.

ATTEST


City Clerk, Christy Sifuentes




Mayor, Arnulfo Castañeda

*After further discussion, after the BOT meeting, the Special Meeting will be held on Friday, July 24th