

REGULAR MEETING
City of Anthony Board of Trustees
Venue: 820 Highway 478, Anthony NM 88021
& Conference Call
Wednesday, December 7th, 2022
6:00 P.M.
Minutes

Mayor Diana Murillo
MPT Elva Flores
Trustee Javier Silva
Trustee Daniel Barreras
Trustee Gabriel I. Holguin

You can join meeting using your phone by dialing.

United States: +1 (872)240-3212

Access Code: 626-229-237

Please join meeting from your computer, tablet or smartphone.

<https://meet.goto.com/626229237>

All members of the public entity participating remotely must identify themselves whenever they speak and must be clearly audible to the other members;

1. **CALL TO ORDER** by Mayor Diana Murillo

2. **PLEDGE OF ALLEGIANCE** led by Diana Murillo

3. ROLL CALL	Present:	MPT Elva Flores	YES	NO
		Trustee Javier Silva	YES	NO
		Trustee Daniel Barreras	YES	NO
		Trustee Gabriel I. Holguin	YES	NO
		Mayor Diana Murillo	YES	NO
		Quorum Established	YES	NO

Si necesita un traductor, informe la Secretaria de la Ciudad a más tardar una semana antes de la fecha programada de la reunión.

Traducción del ingles al español y del español al ingles esta disponible a petición.

4. APPROVAL OF AGENDA ORDER

***Original with amendment to remove the 30-minute time block from the Public Comments section*

1st Motion: Trustee Holguin **2nd:** Trustee Silva

MPT Elva Flores	YES	NO	Absent
Trustee Daniel Barreras	YES	NO	
Trustee Javier Silva	YES	NO	2-1 Vote, Motion Passes.
Trustee Gabriel I. Holguin	YES	NO	
Mayor Diana Murillo	YES	NO	

Original as amended: 1st Motion: Trustee Silva **2nd:** Trustee Holguin

MPT Elva Flores	YES	NO	Absent
Trustee Daniel Barreras	YES	NO	
Trustee Javier Silva	YES	NO	2-1 Vote, Motion Passes.
Trustee Gabriel I. Holguin	YES	NO	
Mayor Diana Murillo	YES	NO	

5. ITEMS FROM THE FLOOR – PUBLIC COMMENTS-(comments are limited to 3 minutes per person, ~~with a maximum 30 minutes allowed for public comment.~~)

*** Motion was made by Trustee Silva to allow additional residents to sign up for the Public Comments section to allow those that did not arrive on time and/or did not sign up to speak.*

1st Motion: Trustee Silva **2nd:** Trustee Holguin

MPT Elva Flores	YES	NO	Absent
Trustee Daniel Barreras	YES	NO	

Trustee Javier Silva **YES** NO 3- 0 Vote, Motion Passes.

Trustee Gabriel I. Holguin **YES** NO

Mayor Diana Murillo ~~YES~~ ~~NO~~

Eric Montgomery (EP Electric)

Jose Garcia

Genaro Soriano

Michael Anderson

Cecilia Acosta

Jonathan Jorge Torres

Pablo Martinez

Tommy Cano

Manuel Sanchez

Raul Arambula

Adrian Perez

Martha Gutierrez

Betty Gonzalez

Ramon Montaño

Rogelio Maldonado

Toni Soto

Maria Enriquez

JC Fernandez

Mary Ayala

Ernesto Salazar

6. CONSIDERATION AND ACTION

a. Consideration and Action to accept New Mexico Grants-in Aid for \$10,254.72, **Presented by Head Librarian.**

Head Librarian: The state grants and aid are distributed by the New Mexico State library each fiscal year, for fiscal year 2023, the allocations are being distributed November/December 2022 and the other 50% will go out January 2023. The grant agreement must be signed and returned January 23rd, 2023 and those expenditures are tracked via spreadsheet and due back to the New Mexico State Library by June 30th, 2023. Those funds can be used for library collections, library staff salaries, library staff professional development, library equipment other operational expenditures associated with offering library services.

Trustee Holguin: What is most pressing for using this money?

Head Librarian: Traditionally in the past with the former head librarian, she used this grant to give a bonus for library employees so that is one option but otherwise it would end up being used for general expenditures.

1st Motion: Trustee Silva **2nd Motion:** Trustee Holguin

MPT Elva Flores ~~YES~~ ~~NO~~ **Absent**

Trustee Daniel Barreras **YES** NO

Trustee Javier Silva **YES** NO 3-0 Vote, Motion Passes.

Trustee Gabriel I. Holguin **YES** NO

Mayor Diana Murillo ~~YES~~ ~~NO~~

b. Consideration and Action to approve revised Library Staff and Patron Policies and Procedures, **Presented by Head Librarian.**

Head Librarian: The staff and patron policies and procedures are documents used by the library to set expectations for our staff as well as members of the community who use the library. Our existing forms are either outdated or incomplete due to changes in growth within our library. The majority of the changes will be on the on the Patron Policy and Procedure while outlines policies on patron behavior, children in the library, membership fees, fines and loan time, public access computer and internet use, interlibrary loans and service prices. The key changes will be the eradication of computer cards and late fees and revised pricing. The computer cards cost more in library staff labor and creates an unnecessarily barrier to public computer use. Late fees don't contribute a significate amount to our revenue, in 2020-2021 they made up about 10.5% of annual gross revenue, while in 2021-2022 they dipped down severely to only 2%. I have proposed a late policy to eliminate the late fees and this is structured by other fine free libraries across New Mexico. There is still a fine in the sense that if we never see the book again but as long as they return it, there is no incurring fine like we currently have in place. The proposed Computer Card Policy is simple, patron will not need a library card to use the computer they would sign in at the front desk and be issued a pin and sign our when their session is done.

1st Motion: Trustee Silva **2nd Motion:** Trustee Holguin

MPT Elva Flores ~~YES~~ ~~NO~~ **Absent**

Trustee Daniel Barreras	YES	NO
Trustee Javier Silva	YES	NO 3-0 Vote, Motion Passes.
Trustee Gabriel I. Holguin	YES	NO
Mayor Diana Murillo	YES	NO

c. Consideration and Action to award NAI 1st Valley a contract for Real Estate Broker Services for RFP 10022022-01, Presented by Procurement Officer.

Procurement Officer: The RFP was posted on the city website and newspapers on October 2nd and October 9th the deadline was November 18th, we received on proposal which was from NAI 1st Valley. They have over 100 years of combined experience. This is mainly for the development for Dos Lagos.

Interim City Manager: There is interest to develop a 60,000 square feet medical clinic at Dos Lagos, that is separate from the Urgent Care. It drives the demand to make sure that as the master plan in completed and we start to look at the future land use and zoning, the expertise for real estate brokers is going to be necessary.

1st Motion: Trustee Silva **2nd Motion:** Trustee Holguin
MPT Elva Flores ~~YES~~ ~~NO~~ **Absent**

Trustee Daniel Barreras	YES	NO
Trustee Javier Silva	YES	NO 3-0 Vote, Motion Passes.
Trustee Gabriel I. Holguin	YES	NO
Mayor Diana Murillo	YES	NO

d. Consideration and Action to adjust the IT Assistant pay rate to \$18.50, Presented by HR.

HR: As you might recall, the job description was approved with a \$14 pay rate, we have run three pools of interviews but we have not been able to obtain a candidate at that pay rate.

Trustee Silva: I believe for an assistant \$18.50 is too high. I can understand the increase to try to obtain someone but I would start at \$15 to try to attract someone at that pay.

Trustee Holguin: This is only an assistant position; I would have an issue that the IT Assistant would be making more than a starting police office.

HR: I would like to mention that we are having a hard time recruiting at that rate, we are in desperate need of an IT assistant.

Interim City Manager: Trustee Silva makes a good point that perhaps its not an assistant that in needed but a tech, we might have to revisit that description with the compensation. For law enforcement, having that component inhouse is very important, there are programs that the state requires in terms of managing the data and inputting the date that must be an employee. We have asked if we can designate someone from Spectrum and the state denied it. I would recommend that, at minimum, this board allow us to go back and revisit the title, the duties and maybe the compensation. Because it's been at least 7-8 months without success.

Trustee Holguin: I would like to stick with the \$15 and revisit the pay rate based on experience.

****Motion to amend the pay rate to \$15: 1st Motion:** Trustee Silva **2nd Motion:** Trustee Holguin
MPT Elva Flores ~~YES~~ ~~NO~~ **Absent**

Trustee Daniel Barreras	YES	NO
Trustee Javier Silva	YES	NO 3-0 Vote, Motion Passes.
Trustee Gabriel I. Holguin	YES	NO
Mayor Diana Murillo	YES	NO

Original as amended: 1st Motion: Trustee Silva **2nd Motion:** Trustee Barreras
MPT Elva Flores ~~YES~~ ~~NO~~ **Absent**

Trustee Daniel Barreras	YES	NO
Trustee Javier Silva	YES	NO 3-0 Vote, Motion Passes.
Trustee Gabriel I. Holguin	YES	NO
Mayor Diana Murillo	YES	NO

7. ITEMS FROM THE CITY CLERK

NONE

8. ITEMS FROM THE CITY MANAGER

Dos Lagos Weeds and Rubbish update: we have added the two additional staff to the Public Works Department and focus has been directed to Dos Lagos, all the north side, east to west has been mowed and we are scheduled to complete by Christmas week.

Adam's Park: Sports lighting has arrived today, there has been some coordination for security awareness.

Graffiti Update: 40 stop signs have been coated with anti-graffiti and some of the signs on Clark, Church, Ruth and Acosta have already been replaced.

Operational Mill Levy: Operational property tax mill rate will be by 7.650 % on residential and non-residential property. It is a self-imposed tax by resolution, with anticipated \$600,000 in operational funds, that will be invested in street potholes and maintenance, graffiti, weeds, parks maintenance and school resources officers.

Trustee Holguin: How are we doing on the public defender?

Interim City Manager: Right now, it's it will cost \$600 per case, our max fines are \$500 so we would have to subsidize the \$100.

Trustee Holguin: Did you look possibility contracting with an attorney?

Interim City Manager: That is exactly what we did, due to the city of the municipality it would be more beneficial to work with the judge and schedule a day out of the week to dedicate to those cases.

Trustee Silva: Can you give us an update on Adam's Park phases?

Interim City Manager: The entire Adam's Park facility has been phased, the current phase which has been the park phase has been completed. The original package included: the musco lighting, a concession stand with restrooms and storage, a score board and shading. Unfortunately, with the bidding marketing, inflation went up which drove cost up, we presented that to the board and suggested to move the project forward and not risk continued inflation to break up the project. The lighting is underway and the other phase which includes the concession and restrooms is pending an award of \$650,000 from the State. The other phase that will under construction is the pump station, Adam's Park is a flood control facility primarily.

9. ITEMS FROM THE MAYOR AND TRUSTEES

Trustee Barreras: If we can contact El Paso Electric as there is a few light posts that are out. Individuals are not cleaning up after their dogs on the walking path.

Trustee Silva: In regards to taxes, I want to propose a 5-year plan, we started with the 7% which is the high end because I want that to come back down in the next few years. There is a demand to fix roads and help with graffiti but there was no revenue. I am going to request a resolution that in the next few years we drop down the rate to eventually do away with it. I know there is some concerns what we can do with that money, I want to create a resolution that restricts the funding to the roads.

****Motion to put resolution restricting funds for the upcoming agenda:**

1st Motion: <u>Trustee Silva</u>	2nd Motion: <u>Trustee Holguin</u>
MPT Elva Flores <u>YES</u>	NO Absent
Trustee Daniel Barreras YES	NO
Trustee Javier Silva YES	NO 3-0 Vote, Motion Passes.
Trustee Gabriel I. Holguin YES	NO
Mayor Diana Murillo <u>YES</u>	NO

Trustee Holguin: Lee Street patching. For the lieutenant position, we never discussed the starting pay, I understand we approve a budget but the starting pay was never discussed.

Interim City Manager: The pay was approved with the budget.

Trustee Holguin: I understand we approved funding but we didn't approve any starting pay, it was removed from the job descriptions this past meeting that were up for a vote, so my question is why it a starting pay being advertised here?

Interim City Manager: I believe we're at an impasse, that position was funded that was the starting pay, the job description was never put together due to Chief being out.

Mayor Murillo: On the marquee that was approved last year on Duffer Lane, I am working to be able to move it to

Anthony Dr. Town of Anthony had invited the City of Anthony to participate in their Lighting Parade.

10. ADJOURNMENT

1st Motion: Trustee Silva **2nd Motion:** Trustee Holguin

MPT Elva Flores ~~YES~~ ~~NO~~ **Absent**

Trustee Daniel Barreras **YES** NO

Trustee Javier Silva **YES** NO 3-0 vote, Motion Passes at 8:30pm.

Trustee Gabriel I. Holguin **YES** NO

Mayor Diana Murillo ~~YES~~ ~~NO~~



Diana Murillo, Mayor

{SEAL}

Attest:



Karla Oropeza, City Clerk

