

**REGULAR MEETING**  
**City of Anthony Board of Trustees**  
**Municipal Building / 824 Anthony Drive**  
**Anthony, NM 88021**

**Wednesday January 2, 2013**  
**6:00 P.M.**

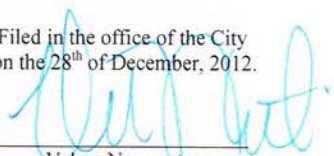
**AGENDA**

**MEETING CANCELLED**

**POSTED:**

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 28<sup>th</sup> of December, 2012.



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Velma Navarrete  
(A) City Clerk

**PLEASE NOTE:** *If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Office of the City Clerk at 575-882-2983 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Office of the City Clerk at 575-882-2983, if a summary or other type of accessible format is needed.*

**REGULAR MEETING**  
**City of Anthony Board of Trustees**  
**Municipal Building / 824 Anthony Drive**  
**Anthony, NM 88021**

**Wednesday, January 16, 2013**  
**6:00 P.M.**

**AGENDA**

**1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

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

**4. APPROVAL OF AGENDA ORDER**

**5. APPROVAL OF CONSENT AGENDA**

- \*December 5, 2012 Regular Meeting Minutes
- \*December 19, 2012 Regular Meeting Minutes
- \*December 21, 2012 Special Meeting Minutes

**6. ITEMS FROM THE FLOOR**

**7. PUBLIC MEETING**

**Presentation(s)**

- A. Presentation by Ray Hernandez, (Temp) Codes Enforcement Officer regarding a possible partnership for a youth football and baseball team for the City of Anthony.

**Consideration and Action**

- A. Consideration and action to approve Open Meetings Act Resolution establishing the City of Anthony Governing Body's meetings and notice procedures for calendar year 2013 in accordance with the State of New Mexico Open Meetings Act, NMSA 1978, Chapter 10, Article 15.
- B. Consideration and action to approve *Updated Job Descriptions for the following positions within the City of Anthony:*
  - a. *City Clerk/Treasurer*
  - b. *Deputy City Clerk/Treasurer*
  - c. *Administrative Assistant II/Grants Coordinator (presently Grants Coordinator)*
  - d. *Administrative Assistant I (presently Receptionist)*

**8. ITEMS FROM THE ACTING CITY CLERK**

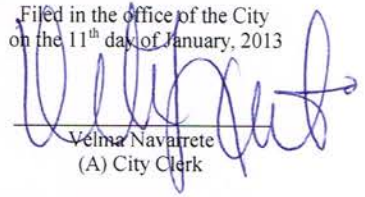
**9. ITEMS FROM THE MAYOR AND TRUSTEES**

## 10. ADJOURNMENT

**POSTED:**

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 11<sup>th</sup> day of January, 2013



Velma Navarrete  
(A) City Clerk

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**REGULAR MEETING**  
**City of Anthony Board of Trustees**  
**Municipal Building / 824 Anthony Drive**  
**Anthony, NM 88021**

Wednesday, January 16, 2013  
6:00 p.m.

**MINUTES**

**1. CALL TO ORDER: HONORABLE MAYOR ARNULFO CASTANEDA AT 6:04 P.M.**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL:** *Trustee Murillo: present; Trustee Gonzales: present; Trustee Madrid: present; Trustee Scott: present.*

**4. APPROVAL OF AGENDA ORDER:** *Motion made by Trustee Scott to approve the Agenda Order; second made by Trustee Gonzalez; motion carried by a unanimous vote.*

**5. APPROVAL OF CONSENT AGENDA:** *Motion made by Trustee Madrid to approve the Consent Agenda; second made by Trustee Murillo; motion carried by a unanimous vote.*

\*December 5, 2012      Regular Meeting Minutes – *Approved*

\*December 19, 2012      Regular Meeting Minutes – *Approved*

\*December 21, 2012      Special Meeting Minutes – *Approved*

**6. ITEMS FROM THE FLOOR:**

Jesse T. Ramos – *He owns J. Ramos Trucking and is parking his truck on his property. Mr. Ramos had questions regarding the Ordinance dealing with parking of commercial vehicle on private property. The Mayor advised Mr. Ramos to speak with Mr. Roman, City of Anthony Codes Enforcement Officer, who could better answer his questions.*

Jesus H. Robles – *Mr. Robles was following up on the status of the Subdivision Ordinance; he was advised that the proposed Ordinance had been returned from the attorney and was moving forward.*

Margareta Medrano – *Ms. Medrano expressed concerns for the safety of the students at the school bus pick-up/drop-off site located at Adams Park, as in recent days there have been fights which have resulted in the police being summoned. Not only was there problems among the students, but adults were also involved. Ms. Medrano asked if City Police Officers could patrol the park area during the pick-up/drop-off times. Ms. Medrano was advised by the Mayor and Trustees that this situation would be brought to the attention of the Anthony Police Chief, as well as Boone Transportation, the Gadsden Independent School Board and the Dona Ana County Sheriff's Office in order to find a solution.*

Nilda Acosta – *Ms. Acosta expressed her concerns regarding incidents at Adams Park involving fighting, adults with firearms and gang members who are hanging around at the park. Ms. Acosta advised that the School District has been notified; parents were making reports and there were witnesses to the incidents. Ms. Acosta was assured that her concerns would be passed along to the Anthony Chief of Police so his department can take appropriate action.*

**7. PUBLIC MEETING:**

**Presentation(s):**

A. Presentation by Ray Hernandez, (Temp.) Codes Enforcement Officer, regarding a possible partnership for a youth football and baseball team for the City of Anthony.

*(A) Mr. Hernandez explained his experience in organizing youth football and baseball teams. He would like support/financial aid from the City to implement a youth sports program here in Anthony. Trustee Madrid asked that "partnership" be stricken from his request due to her*

concern of liability issues. After further discussion it was unanimous that the Mayor and Trustees would support Mr. Hernandez efforts to organize a youth sports program.

**Consideration and Action:**

- A. Consideration and action to approve Open Meetings Act Resolution establishing the City of Anthony governing body's meetings and notice procedures for calendar year 2013, in accordance with the State of New Mexico Open Meetings Act, NMSA 1978, Chapter 10, Article 15. *Trustee Scott presented the updated version of the Open Meetings Act Resolution for the calendar year 2013. The Resolution contained a typographical error in that the year was stated as "2012" rather than the correct year, which is "2013". With that amendment, a motion was made by Trustee Scott to approve the Open Meetings Act Resolution as amended; second made by Trustee Madrid; Roll call vote: Trustee Murillo: No; Trustee Gonzales: Yes; Trustee Madrid: Yes; Trustee Scott: Yes. Resolution, as amended passes, with a 3 to 1 vote.*
- B. Consideration and action to approve *Updated Job Descriptions for the following positions within the City of Anthony.*
- a. *City Clerk/Treasurer*
  - b. *Deputy City Clerk/Treasurer*
  - c. *Administrative Assistant II/Grant Coordinator (presently Grant Coordinator)*
  - d. *Administrative Assistant (presently Receptionist)*

*Mayor Castaneda presented the "Updated Job Descriptions" for discussion. Trustee Gonzalez expressed the need for a "work session" to review and analyze the descriptions and how they related to the current staff and existing job descriptions. A motion was made by Trustee Gonzalez to table the matter of the Updated Job Descriptions; second made by Trustee Scott; motion carried by a unanimous vote.*

**8. ITEMS FROM THE ACTING CITY CLERK:**

*No items.*

**9. ITEMS FROM THE MAYOR AND TRUSTEES:**

*Trustee Scott – Workshop January 29, 2013 at 2:00 p.m. to discuss the Fourth Street Project; Rural Community Assistance is hosting a grant writing class January 28<sup>th</sup> and 29<sup>th</sup> with a fee of \$150.00 to attend; the Gross Receipts Tax Rate did not increase on January 1, 2013 to reflect the 0.25% increase which was approved by the Trustees. The current tax rate is shown a 7.25% rather than the 7.50% that was anticipated. The Mayor reported that he would check and see what happen that the increase was not implemented properly.*

*Trustee Madrid – No items.*

*Trustee Gonzales – Trustee Gonzalez inquired as to the following:*

- a. *Mayor's progress on the "State of the City Address"; she suggested that it include projects; income and expenses of the City; and suggested January 31, 2013 as a possible date. Also, due to what is expected to be a large turnout, using the Parish Hall for the meeting.*
- b. *Status of room for Trustees to have access to a computer. The Mayor advised that room was available.*
- c. *Status of the Chief's report to the Trustee's with regard to his department's goals.*
- d. *Status of the "Library Building". The Mayor advised that the required packet had been sent to Dona Ana County on January 16, 2013, with all the required documentation, with the exception of the legal opinion from the City Attorney. The Attorney had been contacted and advised that time is of the essence in getting the opinion letter to the County. The Mayor is hoping to get the matter on the agenda for February or March.*
- e. *Date for "Audit Meeting". The Mayor advised that the City is still waiting on approval from the Department of Finance and Administration of the Fiscal Year 2011-2012 audit.*
- f. *Status of the Community Meeting Building. The Mayor advised he had check on the building and it appeared that HUD had closed it and had boarded up the windows.*

g. Why the Trustee only received a report for the Municipal Court and where were the reports for the Codes Enforcement Department, Police Department, Clerk/Treasurer for the month of December. These reports are required of the department heads and should be furnished in a timely manner.

h. Status of calendar which was request of the City Clerk/Treasurer; the calendar is to contain due dates for grants, etc.

i. Materials left over from the landscaping project on the walking path are stored at Anthony Water & Sanitation District; are these materials available to the City for use; if so they could be used to improve the walking path at its end on the corner of Acosta and Anthony Drive. The Mayor advised that he would check on the surplus materials.

j. Street Maintenance Worker assisting Codes Enforcement Officers. The Mayor advised that there had been a problem with dogs and security issues with the Codes Officers while issuing warnings and citations and that they had requested a back up person to assist them. The Street Maintenance Worker had filled in at that capacity on an "as needed" basis.

k. Walking Path lights and the need to make the lights less attractive to vandals by placing some sort of protective cover over the lights. The Mayor suggested that he would check on the availability of a cover to protect the lights.

Trustee Murillo – Trustee Murillo reported that Linda Gaume Jaramillo, with the Municipal Officials Leadership Institute (MOLI), passed away on December 18, 2012.

Mayor Castaneda – The Mayor reported that 23 street lights are up and working; that the power cost for the walking path lights was estimated to be \$1,000.00 to \$2,000.00 per year; the City still has \$30,000.00 for additional lighting; that he will order another 20 street lights in the near future.

The Mayor also commented that the change over to Incode from Quick Books had not been a smooth transition; that Tyler Technologies was working to get the glitches out of the system.


#### 10. ADJOURNMENT:

Motion made by Trustee Scott for adjournment; second made by Trustee Madrid; motion carried by a unanimous vote. Meeting adjourned at 7:20 p.m.


APPROVED:

  
\_\_\_\_\_  
Arnulfo Castañeda, Mayor

ATTEST:

  
\_\_\_\_\_  
Velma Navarrete, (A) City Clerk

{SEAL}

  
Prepared by Peggy Scott in place of Velma Navarrete (out sick)  
Approved at Regular Meeting held on February 6, 2013

**SPECIAL MEETING/WORKSHOP  
City of Anthony Board of Trustees  
Municipal Building  
824 Anthony Drive  
Anthony, NM 88021**

**Monday, January 28, 2013  
2:00 P.M.**

**AGENDA**

**1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

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

**4. APPROVAL OF AGENDA ORDER**

**5. PUBLIC MEETING**

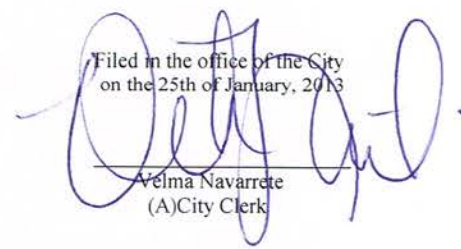
- A. Discussion, review and comments on the updated job descriptions for the City of Anthony New Mexico for the following positions;
1. City Clerk/Treasurer
  2. Deputy City Clerk/Treasurer
  3. Administrative Assistant II/Grants Coordinator
  4. Administrative Assistant I
- B. Consideration and action to approve the job description for the City of Anthony, New Mexico for the following positions;
1. City Clerk/Treasurer
  2. Deputy City Clerk/Treasurer
  3. Administrative Assistant II/Grants Coordinator
  4. Administrative Assistant I

**6. ADJOURNMENT**

**POSTED:**

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 25th of January, 2013

  
Velma Navarrete  
(A)City Clerk

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**REGULAR MEETING**  
**City of Anthony Board of Trustees**  
**Municipal Building**  
**320 Lincoln St.**  
**Anthony, NM 88021**

**Monday January 28, 2013**  
**2:00 P.M.**

**MINUTES**

**1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA at 2:06PM**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** *Present: Trustee Murillo – present Trustee Gonzalez – present Trustee Madrid – present Trustee Scott – present*

**4. APPROVAL OF AGENDA ORDER** – *Motion made by Trustee Scott to approve agenda order, second by Trustee Murillo, motion passed, agenda order approved.*

**5. PUBLIC MEETING**

A. Discussion, review and comments on the updated job descriptions for the City of Anthony New Mexico for the following positions:

1. City Clerk/Treasurer
2. Deputy City Clerk/Treasurer
3. Administrative Assistant II/Grants Coordinator
4. Administrative Assistant I

**DISCUSSION:** CITY CLERK/TREASURER

*Trustee Gonzalez stated this was a premature meeting; she wanted a special meeting to discuss thoroughly these positions. She stated there is no need for administrative assistants, she wants a separation of city clerk and treasury. She then asked the opinion of the Acting City Clerk, on her opinion of taking on both positions; the clerk and treasury positions. Acting City Clerk stated she was put in a difficult position, that holding both positions has been difficult and not easy, but also the city has gone through some big changes. For example, the implementation of Incode, the audit was conducted simultaneously, the city lost some staff members, etc. Mayor Castañeda stated the current city clerk is doing well, doing a good job, and there was no need to bring in a person from the outside when the city has a qualified individual already. Trustee Scott asked the mayor if this arrangement was satisfying to him? Mayor stated it was. Trustee Scott then asked current Acting City Clerk if when Gloria was with the city did the arrangement work? Acting City Clerk stated it worked just fine. Trustee Murillo asked if the city was to advertise for the Clerk's position, Mayor stated it would only be advertised in house. Trustee Madrid stated the city needs to hire competent individuals, and the Board was willing to help him.*

DEPUTY CITY CLERK/TREASURER

*Mayor stated to the Board this was simply an update on these job descriptions. Trustee Gonzalez stated it needed further discussion. For example, the deputy city clerk position should have experience and an education, a degree. She also asked what the range in pay was for this position. Trustee Scott stated that as the Board of Finance for the city, the Board gives the Mayor the authority to establish the pay range. He also stated that education and experience both combined should be sufficient. Trustee Gonzalez asked if for this position the city would advertise widely. Mayor stated it would only be advertised in house. Trustee Gonzalez did not agree at all and thinks the city should advertise widely.*



ADMINISTRATIVE ASSISTANT II/GRANTS COORDINATOR

Trustee Scott asked if this was not the position Cynthia Martinez was in. Mayor stated that the new position will be Grants Coordinator, but it's also administrative assistant in order to help the city. Trustee Madrid stated she is not fond of the grants coordination portion of the position.

ADMINISTRATIVE ASSISTANT I

Mayor stated this person will work under the city clerk, but should also work for everyone at City Hall. Trustee Murillo asked if for this position she could request it be posted/advertised outside City Hall; outside city limits. Trustee Gonzalez stated the supervisor should catch any and all mistakes this person makes when sending correspondence from the city.

B. Consideration and action to approve the job description for the City of Anthony, New Mexico for the following positions:

1. City Clerk/Treasurer Motion was made by Trustee Scott to approve the job description for the City Clerk/Treasurer position, second by Trustee Murillo. Roll call vote: Trustee Murillo – yes, Trustee Gonzalez – no, Trustee Madrid – yes, Trustee Scott – yes. Three to one vote, motion passed, job description approved.
2. Deputy City Clerk/Treasurer Motion was made by Trustee Scott to approve the job description for the Deputy City Clerk/Treasurer position, second by Trustee Madrid. Roll call vote: Trustee Murillo – no, Trustee Gonzalez – no, Trustee Madrid – yes, Trustee Scott – yes, Mayor Castañeda – yes. There was a tie vote, therefore Mayor had to vote in order to break the tie, final vote was three to two in favor, motion passed and the job description was approved.
3. Administrative Assistant II/Grants Coordinator Motion was made by Trustee Madrid to approve the job description for the Administrative Assistant II/Grants Coordinator position, second by Trustee Scott. Roll call vote: Trustee Murillo – yes, Trustee Gonzalez – no, Trustee Madrid – yes, Trustee Scott – yes. Three to one in favor of the motion, passed, and job description was approved.
4. Administrative Assistant I Motion was made by Trustee Scott to approve the job description for Administrative Assistant I, second by Trustee Madrid. Roll call vote: Trustee Murillo – yes, Trustee Gonzalez – no, Trustee Madrid – yes, Trustee Scott – yes. Three to one in favor of the approval of the job description, motion passed, job description approved.


Input from Trustees: Trustee Scott wants to ensure city staff streamlines the purchase order process. Trustee Madrid stated that she is supporting job descriptions only. Mayor stated that any person recommended for these positions, the Board will vote on it.

**6. ADJOURNMENT** Motion was made by Trustee Scott to adjourn, second by Trustee Madrid, unanimous vote, motion carried, meeting adjourned at 3:01PM.

APPROVED:

  
\_\_\_\_\_  
Arnulfo Castañeda, Mayor

ATTEST:

  
\_\_\_\_\_  
Velma Navarrete, (A) City Clerk  
{SEAL}

Prepared by: Velma Navarrete, (A) City Clerk  
Approved in Regular Meeting held on February 20, 2013

**SPECIAL MEETING/WORKSHOP  
City of Anthony Board of Trustees  
Municipal Building  
824 Anthony Drive  
Anthony, NM 88021**

**Tuesday, January 29, 2013  
2:00 P.M.**

**AGENDA**

- 1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

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

**4. APPROVAL OF AGENDA ORDER**

**5. PUBLIC MEETING**

*Discussion Items*

- A. Fourth (4<sup>th</sup>) Street Project Update with Mr. Mario Juarez-Infante of Wilson & Co., and Mrs. Laney Williams of the South Central Council of Governments.

*Consideration and Action*

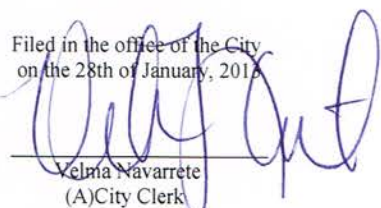
- B. Consideration and action to select a city street for repairs funded by the Local Government Road Fund, Fiscal Year 2013/14. *Presented by Mayor Castañeda.*
- C. Consideration and action to select a city street for repairs funded by the Municipal Arterial Program, Fiscal Year 2013/14. *Presented by Mayor Castañeda.*

**6. ADJOURNMENT**

**POSTED:**

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 28th of January, 2013



Velma Navarrete  
(A) City Clerk

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**SPECIAL MEETING/WORKSHOP**  
**City of Anthony Board of Trustees**  
**Municipal Building**  
**824 Anthony Drive**  
**Anthony, NM 88021**

**Tuesday, January 29, 2013**  
**2:00 P.M.**

**MINUTES**

- 1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA** at 2:03PM
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL** Present: Trustee Murillo, Trustee Gonzalez, Trustee Madrid, Trustee Scott
- 4. APPROVAL OF AGENDA ORDER** Motion made by Trustee Scott, second by Trustee Murillo, unanimous vote, motion carried, agenda order approved.

**5. PUBLIC MEETING**

Discussion Items

- A. Fourth (4<sup>th</sup>) Street Project Update with Mr. Mario Juarez-Infante of Wilson & Co., and Mrs. Laney Williams of the South Central Council of Governments.  
*Discussion: Mrs. Laney Williams of the SCCOG updated the Board on the long paperwork process the CDBG grant entails. She also explained to them that she in connection with all other funding sources, and she ensures and checks all paperwork is complete and thorough. There is so much paperwork, and all must be submitted timely and correct. Mr. Mario Juarez-Infante spoke first of the first phase of the project, which runs between Acosta and Landers. He presented a packet in which an estimate was presented to the board. Trustee Scott commented on sewer lines underneath 4<sup>th</sup> Street, he said they are old and very close to the surface; about 1 ½ feet. Mr. Juarez-Infante stated the Board must arrive at a franchise agreement with Anthony Water before beginning the construction phase of the project. Trustee Gonzalez asked if the city had applied for funds through the Water Trust Board, Mario stated we had submitted the application in October of 2012. Trustee Gonzalez also inquired in regards to the best way to get funding, would it be to travel up to Santa Fe and speak to legislators? Mario stated that was absolutely the best way. Trustee Gonzalez asked if the city doesn't have a franchise agreement in place with AWSO before the project begins, will this change the project? Mario stated yes, it may delay the project.*

Consideration and Action

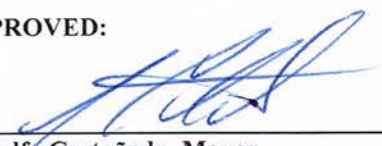
- B. Consideration and action to select a city street for repairs funded by the Local Government Road Fund, Fiscal Year 2013/14. Presented by Mayor Castañeda.  
*Discussion: The deadline to submit for this funding is late March. Trustee Gonzalez stated there were drainage issues all across the city. Mayor Castañeda requested the streets Lopez, Madero, and Acosta be the first to get repairs done. All board members came to agreement that Madero was the street that urgently needed repairs as it is a walking street. A significant amount of people walk to the elementary on that street. Mayor stated a letter will be sent to the Dept. of Transportation, Local Government Road Fund, for 600 feet of roadway funding for various streets in the city of Anthony. A motion was made by Trustee Madrid to approve the selection of Madero Street for repairs funded by the Local Government Road Fund, Fiscal Year 2013/14, second made by Trustee Gonzalez, unanimous vote, motion passed, street was approved.*
- C. Consideration and action to select a city street for repairs funded by the Municipal Arterial Program, Fiscal Year 2013/14. Presented by Mayor Castañeda.  
*Discussion: Mr. Mario Juarez-Infante recommended the city ask for the \$280,000 shortfall when asking for this specific type of funding. A motion was made by Trustee Murillo to approve the selection of Acosta street for*

*repairs funded by the Municipal Arterial Program, Fiscal Year 2013/14, second by Trustee Madrid, unanimous vote, street was approved.*

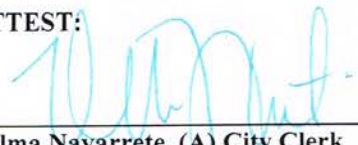
**6. ADJOURNMENT**

*Motion made by Trustee Scott to adjourn the meeting, second by Trustee Murillo, unanimous vote, meeting adjourned at 3:14PM.*

**APPROVED:**

  
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**Arnulfo Castañeda, Mayor**

**ATTEST:**

  
\_\_\_\_\_  
**Velma Navarrete, (A) City Clerk**

{SEAL}

*Prepared by Velma Navarrete, (A) City Clerk  
Approved at Regular Meeting held on February 20, 2013*

