

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

Wednesday, July 11, 2012
(Rescheduled from July 4, 2012)
6:00 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. APPROVAL OF CONSENT AGENDA**
- 6. APPROVAL OF MINUTES**
 - *Minutes of the June 14, 2012 Emergency Meeting
 - *Minutes of the June 20, 2012 Regular Meeting

7. ITEMS FROM THE FLOOR

8. PUBLIC MEETING

Presentations:

- A. Presentation by the Anthony Teen Advisory Council on the "Youth Issue Survey Results". *Presented by Delilah Murillo & Michael Milam.*
- B. Presentation on 4th Street Drainage project. *Presented by Mario Juarez-Infante, Wilson and Company, Associate Vice President.*

Action items:

- C. Consideration and action to accept grant awarded to the Anthony Youth for Action to be administered by the City of Anthony. *Presented by Diana Murillo, Trustee.*

Department Reports:

- C. Municipal Court

- E. Police Department
- F. Codes Enforcement/Building Permit
- G. Fire Department
- H. City Clerk
- I. Finance Department

9. CLOSED SESSION

- A. Personnel Matters pursuant to 10-15-1H (2), NMSA 1978 for the purpose of discussing personnel possible appointment and hire of Ms. Lisa Rascon as the new City Clerk/Treasurer for the City of Anthony.

10. OPEN SESSION

- B. Possible Action Regarding Closed Session Item. (Letter of appointment attached)

11. ITEMS FROM THE DEPUTY CITY CLERK/TREASURER

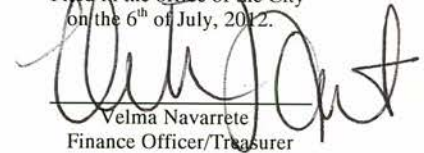
12. ITEMS FROM THE MAYOR AND TRUSTEES

13. 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 6th of July, 2012.



Velma Navarrete
Finance Officer/Treasurer

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
320 Lincoln St.
Anthony, NM 88021

Wednesday, July 11, 2012
(Rescheduled from July 4, 2012)
6:00 P.M.

MINUTES

- 1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA @ 6:05pm**
by Mayor Arnulfo Castañeda
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL** *Present: Trustee Gonzalez, arrived late at 6:09pm; Trustee Madrid arrived late at 6:09pm; Trustee Murillo – present, Trustee Scott – present.*
- 4. APPROVAL OF AGENDA ORDER** – *Motion made by Trustee Scott to approve the agenda order, 2nd by Trustee Murillo, unanimous vote, motion carried, agenda approved.*
- 5. APPROVAL OF CONSENT AGENDA** – *Motion made by Trustee Scott to approve the consent agenda, 2nd by Trustee Murillo, unanimous vote, motion carried, and the consent agenda was approved.*
- 6. APPROVAL OF MINUTES**
 - *Minutes of the June 14, 2012 Emergency Meeting
 - *Minutes of the June 20, 2012 Regular Meeting
- 7. ITEMS FROM THE FLOOR**

Mr. Jose Nuñez presented his idea on annexing several acres east of Interstate 10. Mayor Castañeda informed him he needs to petition for annexation to the Board of Trustees, and the correct way to do it is going through Planning and Zoning first. Trustee Scott asked if there was any other property along that side of the interstate, Mr. Nuñez informed him there is and that they'd probably want to be annexed as well. Trustee Gonzalez asked Mr. Nuñez what his intention was and he stated a flea market with canopies, and the like.
- 8. PUBLIC MEETING**

Presentations:

 - A. Presentation by the Anthony Teen Advisory Council on the “Youth Issue Survey Results”. *Presented by Delilah Murillo & Michael Milam.*
This presentation was postponed by Trustee Murillo for July 18, 2012.
 - B. Presentation on 4th Street Drainage project. *Presented by Mario Juarez-Infante, Wilson and Company, Associate Vice President.*
This was a basic presentation on the 4th Street Drainage Project, with a power point

presentation by Mr. Juarez Infante. Trustee Murillo asked where will this funding come from? Mr. Juarez Infante explained the different funding sources. Trustee Gonzalez stated that money should be set aside every year in order to fund these different projects. Trustee Scott stated we need to increase the money set aside for projects such as this one (grants). Mr. Juarez Infante informed us on the gas tax that can be imposed in order to make that an additional funding source.

Action items:

- C. Consideration and action to accept grant awarded to the Anthony Youth for Action to be administered by the City of Anthony. *Presented by Diana Murillo, Trustee. Trustee Murillo stated that the Las Cruces Office will be the fiscal agent for the grant awarded to the Anthony Youth for Action.*

Department Reports:

- C. Municipal Court – *Presented by Judge Scott, stated no individuals to be hanging out City Hall during court hours.*
- E. Police Department – *Presented by Chief Roybal. He stated two more officers will be hired by end of July 2012. He stated the Police Department is going to be purchasing some vehicles from the county for \$1.50. Trustee Murillo informed Chief there is a resident on Tierra Huichol who got robbed twice in one month, if he could provide more patrolling in that area. Trustee Gonzalez asked about the vehicles in regards to how old they are. Chief stated they are approximately 2004 with about 100K miles. Mayor stated the P.D. will use these vehicles as backups if necessary.*
- F. Codes Enforcement/Building Permit – *Presented by Eleazar Roman and gave a basic presentation of what has been conducted as far as city business, nothing out of the ordinary. Trustee Madrid asked about a zumba business behind Gillett Insurance. Mr. Roman stated they are in compliance with their business registration, etc.*
- G. Fire Department – *Fire Chief Herrera had no report for the B.O.T., but will have a report at the next meeting.*
- H. City Clerk – *Presented by Lisa Rascon, she reported on the South Valley Complex and the City being able to move to that building soon. Trustee Scott has reserves on the Sheriff's Department leaving our city, he stated they will probably not abandon that building prior to approximately three and half years. The Mayor stated we will not suffer from lack of Sheriff patrolling, they will still have presence in the City. Ms. Rascon also presented on the report of Healthy Kids/Healthy Anthony, the grant proposal for the City and our plans to hire a grant administrator paid in part by the Department of Health.*
- I. Finance Department – *Presented by Velma Navarrete, reported on the email from DFA, on the matter of making the department official by the city and not necessarily having to obtain approval from DFA as long as the city has enough revenues to cover the department's expenses. Also presented on the final figures of the city for Fiscal Year ending June 30th, 2012.*

9. CLOSED SESSION

- A. Personnel Matters pursuant to 10-15-1H (2), NMSA 1978 for the purpose of discussing personnel possible appointment and hire of Ms. Lisa Rascon as the new City Clerk for the City of Anthony.

10. OPEN SESSION

B. Possible Action Regarding Closed Session Item. (Letter of appointment attached)
A motion was made by Trustee Scott to appoint and hire Ms. Lisa Rascon as the new City Clerk for the City of Anthony, 2nd by Trustee Murillo, roll call vote: Trustee Scott: yes, Trustee Madrid: yes, Trustee Murillo: yes, Trustee Gonzalez: yes. All approved, motion carried, and Ms. Lisa Rascon was appointed and hired as the new City Clerk.

11. ITEMS FROM THE DEPUTY CITY CLERK/TREASURER- none

12. ITEMS FROM THE MAYOR AND TRUSTEES – *Trustee Madrid: none, Trustee Murillo – none, Trustee Scott – wants a special meeting to discuss the Fire Department and the applicable ordinances. Trustee Gonzalez – concerned about the contract with Mesilla Valley Disposal in regards to how soon we will mandate residents to obtain services from them. She wants to see a City Symbol on our city vehicles. Property behind the church that we are utilizing, what fee perhaps, can they charge us for using it as a yard? She wants to see a financial report of all income and expenses. The property on Acosta Road: Villa Serreno, is it going to be ours? Mayor stated it is, for \$100.00, and we will have this building insured.*


13. ADJOURNMENT - *@ 9:20pm, motion was made by Trustee Gonzalez, 2nd by Trustee Scott, all in favor, motion carried and meeting was adjourned.*

APPROVED:



Arnulfo Castañeda, Mayor

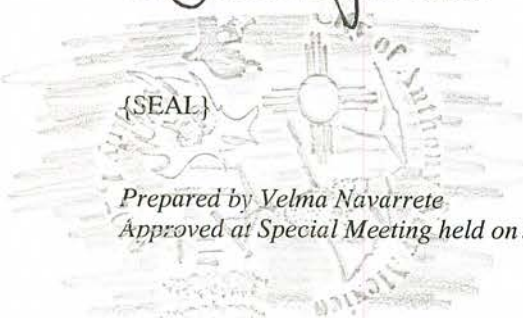
ATTEST:



Velma Navarrete, Finance Officer

{SEAL}

*Prepared by Velma Navarrete
Approved at Special Meeting held on July 23, 2012*



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

Wednesday, July 18, 2012

6:00 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. APPROVAL OF CONSENT AGENDA**
- 6. ITEMS FROM THE FLOOR**
- 7. PUBLIC MEETING**

Presentations:

- A. Presentation by the Anthony Teen Advisory Council on the "Youth Issue Survey Results". *Presented by Delilah Murillo & Michael Milam.*
- B. Presentation on possible lighting options for the walking path located off Anthony Dr. *Presented by Russell Stamp, Electrical Engineer of Wilson and Company.*
- C. Presentation on the City of Anthony's new website and email services for the BOT. *Presented by Cynthia Martinez.*
- D. Presentation and recommendation on possible rental properties adequate for the housing of the City of Anthony administration offices. *Presented by Mayor Castaneda.*

Action items:

- E. Consideration and action to authorize the Mayor to negotiate and sign a lease agreement to house the administration offices for the City. *Presented by Mayor Castaneda.*

8. ITEMS FROM THE CITY CLERK/TREASURER

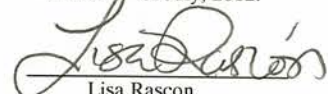
9. ITEMS FROM THE MAYOR AND TRUSTEES

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 13th of July, 2012.


Lisa Rascon
City Clerk

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

Wednesday, July 18, 2012

6:00 P.M.

AGENDA – ADDENDUM

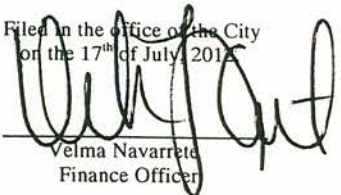
For Discussion:

F. To discuss the Mesilla Valley Disposal contract and the progress with Anthony residents upon signing up for trash collection.

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 17th of July, 2012



Velma Navarrete
Finance Officer

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SPECIAL MEETING

**City of Anthony, NM Board of Trustees
Villa Sereno Community Center
324 Acosta Road
Anthony, NM 88021**

**Monday, July 23, 2012
2:00 P.M.**

AGENDA

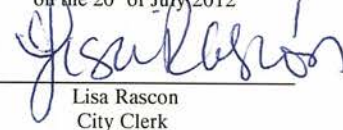
- 1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

THOSE ITEMS ON THE AGENDA INDICATED BY AN ASTERISK (*) ARE ON THE CONSENT AGENDA AND WILL BE VOTED 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**
- 5. APPROVAL OF MINUTES**
*Minutes of the July 11, 2012 Regular Meeting
- 6. PUBLIC MEETING**
Discussion Items:
 - A. Discussion of Solid Waste Collection implementation plan for city residents. *Presented by Trustee Gonzalez.*
 - B. Discussion of possible establishment of the City of Anthony Fire Department. *Presented by Mayor Castañeda.*
 - C. Review & discussion of the City's budget for fiscal year 2012-2013 as authorized by State Statute 3-14-14 NMSA 1978.
- 7. ITEMS FROM THE CITY CLERK**
- 8. ITEMS FROM THE MAYOR AND TRUSTEES**
- 9. 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 Clerk
on the 20th of July 2012


Lisa Rascon
City Clerk


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NOTICE OF POTENTIAL QUORUM

In accordance with Section 10-15-1 NMSA 1978 (2001 Cumulative Supplement), notice is hereby given that a quorum of the Board of Trustees of the City of Anthony, New Mexico may be in attendance at the
City of Anthony Planning and Zoning
Regular Meeting to be held on
Thursday, July 26, 2012 at 6:00 p.m.
at City Hall Municipal Building located at
320 Lincoln St., Anthony, New Mexico

This notice is posted because there may be a potential quorum present. The members of the Board will take no official vote or other action at this meeting.

I hereby certify that this notice was posted at all approved posting locations including the Municipal Building, 320 Lincoln Street, Anthony, NM on this 24th day of July, 2012.


Cynthia Martínez, Purchasing Agent

SPECIAL MEETING

City of Anthony, NM Board of Trustees
Villa Sereno Community Center
324 Acosta Road
Anthony, NM 88021

Thursday, July 26, 2012
2:00 P.M.

AGENDA

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

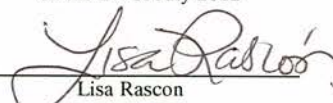
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4. APPROVAL OF AGENDA ORDER
5. APPROVAL OF MINUTES
*Minutes of the July 11, 2012 Regular Meeting
6. PUBLIC MEETING
Resolutions:
 - A. Consideration and action to approve a budget resolution for the 4th Quarter of fiscal year 2011-2012 Budget Report to account for revenues received. *Presented by Velma Navarette-Finance Officer*
 - B. Consideration and action to approve a resolution adopting the final budget for FY2012-2013 for the City of Anthony, New Mexico. *Presented by Mayor Castañeda.*
7. ITEMS FROM THE CITY CLERK
8. ITEMS FROM THE MAYOR AND TRUSTEES
9. 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 Clerk
on the 24th of July 2012


Lisa Rascon
City Clerk

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SPECIAL MEETING

City of Anthony, NM Board of Trustees
Villa Serreno Community Center
324 Acosta Road
Anthony, NM 88021

Thursday, July 26, 2012
2:00 P.M.

MINUTES

1. **CALL TO ORDER BY HONORABLE MAYOR CASTANEDA @ 2:31 PM**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL – PRESENT:** *Trustee Gonzalez – Present; Trustee Madrid – Present; Trustee Scott – Present; Trustee Murillo – Present.*
4. **APPROVAL OF AGENDA ORDER** *Motion made by Trustee Scott, seconded by Trustee Murillo, unanimous vote, motion passed; agenda order approved.*
5. **APPROVAL OF MINUTES**
 - a. **Minutes of July 11, 2012 Regular Meeting** – *Motion was made by Trustee Scott to approve the minutes of 7/11/2012, second made by Trustee Murillo, unanimous vote, motion passed and minutes were approved.*
6. **PUBLIC MEETING**

Resolutions:

 - A. **Consideration and action to approve a budget resolution for the 4th Quarter of Fiscal Year 2011-2012 Budget Report to account for revenues received. Presented by Velma Navarrete – Finance Officer.**

Discussion: Trustee Gonzalez asked how much the city received in this last fiscal year in franchise fees. Finance Officer Navarrete answered her question, stated that last fiscal year the city received \$86,703. Trustee Scott asked how much we received in business registration fees, Navarrete explained the city received \$7630. A Motion was made by Trustee Scott to approve this budget resolution for the 4th Quarter of Fiscal Year 2011-12 Budget Report to account for revenues received, a second was made by Trustee Madrid, roll call vote:
Trustee Gonzalez: YES, Trustee Murillo: YES, Trustee Madrid: YES, Trustee Scott: YES, unanimous vote, motion carried, resolution approved.
 - B. **Consideration and action to approve a resolution adopting the final budget for FY 2012-13 for the City of Anthony, New Mexico. Presented by Mayor Castañeda.**

Discussion: Per Mayor Castañeda, BOT should go through every department budget and either remove or add as deemed necessary. Trustee Gonzalez asked in regards to subdivision permits and why we are budgeting for that. Mayor Castañeda responded that since we should be passing the subdivision ordinance soon, we will be issuing permits and thus charging fees. Trustee Madrid asked what is the \$1500 for (subdivision permits) fees? She is not comfortable with those numbers because she feels she knows nothing about it. Trustee Gonzalez asked about the LEPF (police) fund, how is it

determined? She asked Chief Roybal was it that fund was accounted for in his Police Department budget. Fin. Officer explained the budgeting process for that specific fund and how crucial it is to account for not only that fund, but all revenue sources the city receives. Trustee Gonzalez asked in regards to the Mayor's budget (101-01) – commented the Per Diem line item was a little too high, Mayor commented on a trip to Washington in regards to lobbying for the proposed Casino. She also asked the Mayor to evaluate the telephone budget line item for all departments. Under the Board of Trustees budget (101-02), Trustee Gonzalez wanted to decrease the per diem, Trustee Murillo stated it was better to have it than to delete it and need it further down the line. Under the City Clerk Budget (101-03), Trustee Gonzalez commented on the per diem amount also, where will Ms. Rascon be traveling to, etc? She commented the Board wants to see these employees stay with the city long term. For the Municipal Court budget (101-04), only line item to be deleted would be the Uniforms line item, it is deemed unnecessary. Under the Police Department budget (101-05), the Chief was asked to prepare a mini budget for the LEPF fund. Under the Community Development budget (101-06), Trustee Scott wanted to know where is the expense for MVRDA (dispatching services) and if it was indeed in this budget? The answer is no, that specific expense is in the Police Department budget. Under the Parks and Recreation Department budget (101-07), as stated before by Trustee Gonzalez, please review the telephone expense line item. Under the Public Works Department budget (101-08), Trustee Murillo asked if the city could afford 10,000 for bus transit from El Paso to Las Cruces via Anthony through the El Paso MPO program. Mayor Castañeda responded if we see it is something necessary, we will make a budget revision. In this department we will take care of the street lights for the city, 80 street lights, we will be placing throughout the city. Under the Fire Department budget (101-09) Trustee Gonzalez asked to bring the uniforms expense line item to \$700.00. Under the Finance Department budget (101-10), no changes or comments were made. Under the City Lighting Department budget (101-11), it was deemed appropriate to change street lighting amount to \$50,000 for lighting on Anthony Drive. Trustee Scott commented on the gross receipts infrastructure tax increase for this fiscal year.

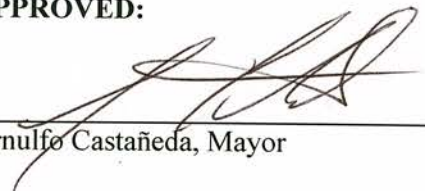
A motion was made by Trustee Scott to approve this resolution adopting the final budget for FY 2012-2013 for the City of Anthony, New Mexico with all above stated amendments, a second was made by Trustee Gonzalez, roll call vote: Trustee Gonzalez: YES, Trustee Murillo: YES, Trustee Scott: YES, Trustee Madrid: YES, unanimous vote, motion carried, resolution approved. A motion was made to adopt the final budget for the City of Anthony by Trustee Gonzalez and a second was made by Trustee James Scott, roll call vote: Trustee Gonzalez: YES, Trustee Murillo: YES, Trustee Scott: YES, Trustee Madrid: YES. Unanimous vote, motion passed, and Budget for 2012-13 was adopted.

7. ITEMS FROM THE CITY CLERK- None

- 8. ITEMS FROM THE MAYOR AND TRUSTEES –** Trustee Scott commented on the trash pickup services by Chaparral Disposal; he had a conversation with the owner of Chaparral Disposal, questions on people who already have service, what happens? Trustee Gonzalez commented she spoke to Commissioner Karen Perez, in regards to building (South Valley Complex), stated BOT must attend the Commissioners meeting to lobby for the building. Trustee Scott commented on the building and having the sheriff's department move out of Anthony and stated he does not want the sheriff's moving out of the city. Trustee Madrid stated BOT will be attending the ICIP training on August 10th, and it is free. Trustee Murillo had no comments.


9. **ADJOURNMENT** - @4:42 P.M., motion was made Trustee Scott, seconded by Trustee Murillo, all in favor, unanimous vote, motion carried and meeting was adjourned.

APPROVED:



Arnulfo Castañeda, Mayor

ATTEST:



Velma Navarrete, Finance Officer (for City Clerk)

{SEAL}

Prepared by Velma Navarrete

Approved at Regular Meeting held on November 14, 2012