



**CITY OF ANTHONY, NEW MEXICO**

**RESOLUTION 2020-004**

**A RESOLUTION OF THE CITY OF ANTHONY GOVERNING BODY ADOPTING  
AND IMPLEMENTING HEARING OFFICER RECOMMENDATIONS.**

**WHEREAS**, On October 11, 2019, Beatriz Landin, the City Finance Director, submitted grievances to the Mayor;

**WHEREAS**, no action was taken upon the First Grievance by the Mayor and, on October 18, 2019, Ms. Landin wrote the City attorneys, requesting an appeal before the Board of Trustees;

**WHEREAS**, on October 23, 2019, Ms. Landin submitted a second grievance to both the Office of the State Auditor and the Mayor;

**WHEREAS**, on November 6, 2019, Ms. Landin agreed to have her grievances heard by a neutral, third-party hearing officer;

**WHEREAS**, on November 12, 2019, the Board of Trustees voted to allow the City Manager to hire a hearing officer to address Ms. Landin's grievances;

**WHEREAS**, Matthew Holt was hired to act as the hearing officer with respect to Ms. Landin's grievances;

**WHEREAS**, the grievance hearing was held on December 10, 2019 and was attended by the Hearing Officer, Ms. Landin and the City Manager;

**WHEREAS**, on December 23, 2019, the Hearing Officer issued his *Findings and Recommendations* with respect to Ms. Landin's grievances;

**NOW THEREFORE**, be it resolved by the City of Anthony's Governing Body that it adopts and implements all of the Hearing Officer's recommendations from his *Findings and Recommendations* as follows:

- a. The Governing Body recognizes its role as supervisor of the City Manager, who bears primary responsibility for managing the day-to-day operations of the City;
- b. The Governing Body is committed to allowing the City Manager to supervise City Staff and will direct any concerns relating to City Staff to the Manager;
- c. The City Manager is directed to review the job descriptions of City employees currently being used, to consult with department heads, and, as necessary, to revise the job descriptions of City employees to meet the following criteria:



1. Job descriptions must clearly describe an employee's duties;
  2. They must also give the City Manager flexibility to ask the employee to perform tasks or assignments as the City Manager sees fit.
- d. The City Manager is directed to ensure that there exists, and if necessary, that there is developed, an appropriate reporting system that funnels information from City Staff through management to the City Manager.

**PASSED, APPROVED AND ADOPTED THIS 15<sup>th</sup> DAY OF JANUARY 2020.**



*Diana M. Trujillo*  
Diana M. Trujillo, Mayor

**ATTEST:**

*Gloria Ramirez*  
Gloria Ramirez, Acting- City Clerk

**ROLL CALL VOTE:**

Mayor Pro Tem, Gloria Gameros

YES  NO

*Gloria Gameros*

Trustee Fernie Herrera

YES  NO

*Fernie Herrera*

Trustee Elva Flores

YES  NO

*Elva Flores*

Trustee Javier Silva

YES  NO

*Javier Silva*