

Court Chambers
820 Highway 478
Anthony, NM 88021

City of Anthony, NM
Board of Trustees: Regular Meeting
MINUTES

Monday, July 15th, 2024

6:00PM

Diana Murillo, Mayor
Gabriel I. Holguin, MPT
Jose Garcia, Trustee
Daniel Barreras, Trustee
Fernando Herrera, Trustee

You can join meeting using your phone
by dialing.

United States: **+1 (469)312- 8116**
Access Code: **586 221 098#**

Please join TEAMS meeting from your
computer, tablet or smartphone.

Meeting ID: 290 771 923 974
Passcode: 9Unk7M

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 **at 6:02pm**

2. PLEDGE OF ALLEGIANCE led by Chief Ordonez

3. ROLL CALL	Present:	MPT Gabriel I. Holguin	YES	NO
		Trustee Jose Garcia	YES	NO
		Trustee Daniel Barreras	YES	NO
		Trustee Fernando Herrera	YES	NO
		Mayor Diana Murillo	YES	NO
		Quorum Established	YES	NO

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

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

4. APPROVAL OF AGENDA ORDER

1st Motion: Trustee Herrera

2nd Motion: Trustee Garcia

Roll Call Vote:

MPT Holguin **YES** NO

Trustee Garcia **YES** NO

Trustee Herrera **YES** NO

3-0 Vote, Motion Passes.

5. PUBLIC COMMENTS (3-minute limit for each person)

Chief Ordonez

6. APPROVAL OF MINUTES

a. Regular Meeting: 07/03/2024

1st Motion: Trustee Herrera

Motion not seconded; motion died.

7. DISCUSSION

a. Update on the City Attorney Contractual Services Request for Bids, **Presented by the CPO.**

In place of the CPO, the City Clerk gave an update to the Board and informed them the deadline for "Notice of Intent" was on July 8th and the submission deadline is July 22nd. There was no letter of intent submitted by any firm and shared they would more than likely need to repost due to this. The CPO will inform the Board of the next step if no submissions are turned in by the deadline.

b. Discussion pertaining to the correspondence received from the DFA regarding the need of a fiscal agent, **Presented by the Finance Director.**

The Projects Coordinator explained the need for a fiscal agent as a requirement for certain Capital

Appropriation grants. The correspondence that was presented to the Board stated the need for this individual when applying due to the repeated 7th year Capital Asset finding in the audit.

8. CONSIDERATION AND ACTION

- a. Consideration and Action to approve design for UCC landscaping design in the amount of \$4,635.88 using fund 239-01-91000, **Presented by the Parks and Recreational Facilities Director.**

The Design Task Order for the landscaping surrounding the Anthony Urgent Care to be done by Greenway facilitated by Wilson & Co., the City's On-Call Engineers. The Parks and Recreational Facilities Director further explained, this design will seamlessly fit into the surrounding landscape design for future buildings with minimal upkeep and irrigation. MPT Holguin had some reservations with Wilson & Co. and suggested they reopen the bidding process for the Architectural Engineers to open the door to other firms. Alternatively, the Board would be welcome to RFP this item if it meets the guidelines, but this would extend the completion date due to that process. Ultimately, it was agreed that it would be wise to revisit Wilson & Co. Contract for the future to avoid unnecessary spending.

1st Motion: Trustee Herrera

2nd Motion: Trustee Garcia

Roll Call Vote:

MPT Holguin	YES NO	
Trustee Garcia	YES NO	2-1 Vote, Motion passes.
Trustee Herrera	YES NO	

- b. Consideration and Action to approve the Dos Lagos Property Tax payment, **Presented by the Finance Director and Parks and Recreational Facilities Director.**

The Finance Director, Projects Coordinator and Parks and Recreational Facilities Director, all expressed the importance of paying this outstanding balance. The amount that is over \$22k, was first presented nearly 3 years ago, and has been posted several times. At this point in time, not approving the payment could impede the City from receiving a \$1.5million disbursement. MPT Holguin and Trustee Garcia was not comfortable with approving the payment today due to only receiving this invoice a few hours prior to the meeting and having additional questions and requested items such as the contract for the Dos Lagos sale be brought forth to the Board as well as a presentation from the country treasurer prior to approving. Ultimately, it was motioned to be postponed, allowing enough time to gather additional information.

Motion to Postpone 1st Motion: Trustee Herrera

2nd Motion: Trustee Garcia

Roll Call Vote:

MPT Holguin	YES NO	
Trustee Garcia	YES NO	3-0 Vote, Motion Passes.
Trustee Herrera	YES NO	

- c. Consideration and Action to approve a resolution authorizing the destruction of expired equipment from the City of Anthony Police Department, **Presented by the Chief of Police.**

The Chief of Police explained the need for the destruction of 7 vest plates that have expired that must be made by way of a resolution approved by the Board.

1st Motion: Trustee Herrera

2nd Motion: Trustee Garcia

Roll Call Vote:

MPT Holguin	YES NO	
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Trustee Garcia **YES NO** 3-0 Vote, Motion Passes.
Trustee Herrera **YES NO**

- d.** Consideration and action to approve mileage reimbursement for Alternate Judge Ramos,
Presented by the Courts Administrator.

The Courts Administrator required reimbursement for a training in May that the Alternate Judge attended in Albuquerque. Totaling 496 miles, funds will be taken from the Municipal Court Per Diem line item. MPT Holguin advised it would be best to request a mileage GL for the Municipal Court now while the new budget is being finalized to avoid having to come to the Board every time.

Amended Motion to include the line item where it would be taken from

1st Motion: MPT Holguin **2nd Motion:** Trustee Garcia

Roll Call Vote:

MPT Holguin **YES NO**
Trustee Garcia **YES NO** 3-0 Vote, Motion Passes.
Trustee Herrera **YES NO**

Original 1st Motion: Trustee Herrera **2nd Motion:** MPT Holguin

Roll Call Vote:

MPT Holguin **YES NO**
Trustee Garcia **YES NO** 3-0 Vote, Motion Passes.
Trustee Herrera **YES NO**

9. ORDINANCE *MPT Holguin presided the remainder of the meeting at 7:03pm.

- a. Notice of Intent to Repeal Ordinance 2019-002 (Amended), Second Reading**

An ordinance of the City of Anthony to provide for the hiring of a City Manager.

First Reading: July 3rd, 2024.

Notice of Publication: June 7th, 2024. **Amended Notice Posted:** July 4th, 2024.

Discussion: July 3rd and July 15th

Consideration and Action: July 15th, 2024.

1st Motion: Trustee Garcia **2nd Motion:** Trustee Herrera

Roll Call Vote:

MPT Holguin **YES NO**
Trustee Garcia **YES NO** 3-0 Vote, Motion Passes.
Trustee Herrera **YES NO**

10. ITEMS FROM THE MAYOR AND TRUSTEES

Trustee Herrera: Clarified some details with their upcoming training in Albuquerque. Would like to discuss the potential sale of the ADA truck.

Sale of ADA Truck

Finance Policies

SOP workshop for the Police Department: 7/25 to 6:00pm to 8:00pm

1st Motion: Garcia 2nd Motion: Herrera 3-0 Vote, Motion Passes.

Motion to hold a Workshop July 29th from 6:00pm-8:00pm items to include:

Discussion with possible action regarding the A&E On-Call Contract with Wilson & Co.

Amendment to Resolution 2017-008

Amendment to the Finance Policies

Amendment to the Employee Handbook

Sale of the ADA Vehicle

Discussion for the payment of the Dos Lagos Property Tax

Any other item turned in by July 24th

Have items on the consent agenda for August 7th.

1st Motion: Holguin

2nd Motion: Trustee Garcia

3-0 Vote, Motion Passes.

11. ADJOURNMENT

1st Motion: Trustee Herrera

2nd Motion: Trustee Garcia

Roll Call Vote:

MPT Holguin

YES NO

Trustee Garcia

YES NO

Trustee Herrera

YES NO

3-0 Vote, Motion Passes at 7:55pm.



A handwritten signature in blue ink, appearing to read "Diana Murillo", is written over a horizontal line.

Diana Murillo, Mayor

{SEAL}

Attest:

A handwritten signature in blue ink, appearing to read "KOA", is written over a horizontal line.

Karla Oropeza, City Clerk