

Summary minutes of:

CITY COUNCIL WORKSHOP  
Monday May 17, 2010, 6pm  
Council Chambers at City Hall  
405 N. Paseo de Oñate, Española, NM

**Call to Order**

The meeting was called to order at 6:10pm by Mayor Lucero with the following in attendance:

Mayor: Alice A. Lucero

Mayor Pro Tem: Cecilia Lujan

Councilors: Rosario "Chayo" Garcia  
Helen Kain-Salazar  
Cory Lewis  
Greg Ortega  
Robert Seeds  
Pedro Valdez

Deputy City Clerk: Sally Baxter

City Clerk: Heather Velasquez

Interim City Manager: Joe Duran

Staff: Police Chief Joe Martinez; Joyce Sandoval, Finance Department;  
Ron Archuleta, Finance Department; Len Cata, Community  
Services Director; Municipal Court Judge Stephen Salazar; Lupita  
de Herrera, Grants Coordinator; Bernadine Martinez, Procurement

Members of the Public: John Werenko

Absent: Councilor Dennis Tim Salazar

**Pledge of Allegiance**

Councilor Kain-Salazar led the Pledge of Allegiance.

**Moment of Meditation/Invocation**

Councilor Kain-Salazar gave the Invocation.

**Roll Call/Determination of Quorum**

The City Clerk read the names for the roll call. The Mayor said there was a quorum.

**Approval of Agenda**

Agenda as presented:

---Begin---

**Call to Order**

**Pledge of Allegiance**

**Moment of Meditation/ Invocation**

**Roll Call/ Determination of Quorum**

**Approval of Agenda**

**Public Comments**

**Councilor Comments**

**Matters from the Mayor**

1. Presentation of Certificates of Achievement to EVHS students Shayla McCall, Jacob Serrano and Beverly Williams for participating in the State Golf Championships
2. Presentation of Proclamation for "Police Week" in the City of Española

## Committee Reports

### Staff Reports

*Written reports are included in packets; Staff may give verbal updates if requested by members of the Governing Body or on pending or urgent matters.*

### Finance Report

#### Discussion/Action Item(s)

3. Discussion of letter to North Central Solid Waste Authority regarding pledge of \$50,000 contingent on the Authority closing a loan agreement with New Mexico Department of Finance and Administration; *the Governing Body may choose to act on this matter*
4. Discussion and possible approval of Lease Agreement between the Art Center at Fuller Lodge and the City of Española for use of space at the Convento by the Art Center
5. Discussion of Ordinance 2010-03, "An Ordinance Amending Ordinance 2004-04, An Ordinance Adopting the New Mexico Traffic Ordinance by Reference, in Order to Attach Fine Schedule for Parking Violations Pursuant to 12-12-1.2 of the Ordinance". *The Public Hearing will be on May 25, 2010; this will not be acted on by the Governing Body until after a Public Hearing on the ordinance is held.*
6. Discussion and possible approval of three DFA (New Mexico Department of Finance and Administration) Resolutions:
  - a. 2010-S Selective Traffic Enforcement
  - b. 2010-T Click it or Ticket
  - c. 2010-U MOU Santa Fe County Library
7. Discussion and possible adoption of Resolution 2010-14, A Resolution Amending Resolution 2007-44 to Reassign Official Representative and Signatory Authority for New Mexico Environment Department Grant Agreement SAP 07-4536-GF
8. Discussion and possible adoption of Resolution 2010-15, "A Resolution Approving the Purchase of Water Rights: Map 9 Tract 95, Cause #7488, United States District of New Mexico", regarding the purchase of 8.38 Acre Feet of Water Rights from Luis Gonzales for the Purchase Amount of \$16,760
9. Discussion and possible approval of Staff Recommendation to award "Street Lighting for Industrial Park Road" bid to Bixby Electric
10. Review and discussion of Findings of Fact and Conclusions of Law for the Application of Philip Chacon for a Mobile Home Park at 611 Baker Lane; *Review and discussion only; any action on the Findings and Conclusions will be taken at the City Council Meeting to be held May 25, 2010.*
11. Ethics Board appointments
12. Budget Hearings for the following city departments or divisions:
  - a. Municipal Court
  - b. Community Services – Library, Recreation, Plaza, Parks
  - c. Planning Department
  - d. City Clerk
  - e. City Attorney
  - f. City Manager
  - g. Governing Body

### Announcements

#### Adjournment

*At any time during the Open Meeting, the Governing Body, by a majority vote, may close the meeting to the public to discuss matters not subject to the New Mexico Open Meetings Act. The Governing Body, by a majority vote, may revise the order of the agenda items considered at this Open Meeting.*

*If you are an individual with a disability who is in need of an amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk's Office at 747-6019 at least three days prior to the meeting.*

---End---

Mayor Lucero said she would like to remove Item #8 due to budget constraints and Item #10 as the City Attorney was not present.

Mayor Lucero said the meeting would recess after Item #11 until tomorrow at 6pm for budget hearings.

Mayor Lucero added an Executive Session regarding personnel matters after Announcements.

***Councilor Garcia made a motion to approve the agenda as amended, seconded by Councilor Lewis. The motion carried 7/0.***

### Public Comments

There were no Public Comments.

### Councilor Comments

Councilor Garcia reminded everyone Spring Clean Up would be Saturday.

Councilor Ortega said he had met with Lucy Sanchez from the Census Bureau and wanted to remind everyone that “update and enumerate” was continuing through May 6, and people could give their census information over the phone. He said he asked Ms. Chavez to keep the city updated.

Mayor Pro Tem Lujan thanked Fire Chief Kitchen for his leadership getting La Joya Fire Station open. She said it was a great event, they had had a representative from Jeff Bingaman’s office, and she wanted to recognize staff for doing all of the work. She said they saved the city a lot of money. She said there had been hotdogs and chips. She said this would expedite response time for emergencies on the east side. She asked staff to convey this information in the newsletter. Mayor Lucero said she wanted to reiterate what the Mayor Pro Tem had said. She said staff went beyond duty and saved the city a lot of money.

### **Matters from the Mayor**

The Mayor said the students were not here tonight so that item (Item #1) would be moved to next Tuesday’s meeting.

Item #2, Presentation of Proclamation for “Police Week” in the City of Española  
Mayor Lucero asked the Mayor Pro Tem to join her. The Mayor read the proclamation. Mayor Lucero presented the Proclamation to Chief Joe Martinez.

The Mayor said she wanted to briefly recess the meeting to have refreshments to celebrate Police Week.

Chief Martinez said on behalf of the staff and Officers he wanted to thank the Governing Body. Mayor Pro Tem Lujan thanked him.

*The meeting recessed at 6:20 pm. The meeting reconvened at 6:25 pm.*

### **Committee Reports**

Mayor Pro Tem Lujan said there was nothing to report (for the Public Safety Committee).

Councilor Garcia said the Finance Committee was budget reports.

### **Staff Reports**

Councilor Valdez said Ms. Baxter had been doing a very good job. Mayor Lucero said Ms. Baxter had taken on a lot of work since Heather Velasquez had become Interim City Manager.

### **Finance Report**

Joyce Sandoval said she wanted to present a brief report. Ms. Sandoval said she and Ron Archuleta and staff had to look at the cash balance because it was running low, and it had been prompted by a payment request from PERA (Public Employees Retirement Association) for payments from June of 2007. She said they had realized it would put the city in a dire situation so they had rushed the cash reconciliation. She said the city had \$947,000 in the bank. She said they figured they’d probably get \$500,000 GRT (Gross Receipts Taxes) and were expecting DOT (NM Department of Transportation) reimbursements for \$600,000. She said other things would come in. She said if they considered 3 more payrolls and final payment for the Chambers (remodel), the pledged amount to North Central Solid Waste Authority of \$50,000 and 112 reserves this would leave roughly \$20,000 at the end of June. She said there were other cash receipts that would be coming in, and looking at the big players, finance believed the city would squeak by. She said the city was still looking at a budget deficit of \$300,000 approximately at the end of the year. She said in all likelihood the city would meet cash requirements and just about break even.

Mayor Lucero thanked Ms. Sandoval for her hard work and commended the department heads for tightening their belts. She said the city hadn't filled the Deputy Chief position and the position Leroy Archuleta (retiree) had left in General Services, and vacancy savings would help to meet the deficit. The Mayor said the city would have to continue tightening belts.

Councilor Ortega asked regarding the \$600,000 if Ms. Sandoval was expecting it before the end of the year; Ms. Sandoval said she expected it within the week. She said all of the paperwork had been sent in and the \$600,000 related to 3 fairly large reimbursement requests.

Councilor Seeds asked if the wish lists from last week were calculated into the end of cash balances; Ms. Sandoval said she believed they had talked about the future budget. She said the future budget was tight but it wasn't taken into consideration except to dip into the cash balances to pay off the \$300,000 balance. Mayor Lucero said the wish list was part of next year's budget and the Governing Body had asked the department heads to cut back and maintain a zero growth for next year.

Item # 3, Discussion of letter to North Central Solid Waste Authority regarding pledge of \$50,000 contingent on the Authority closing a loan agreement with New Mexico Department of Finance and Administration

Mayor Lucero said this had been drafted by the city attorney. She said she had been meeting with Councilor Valdez, Tomas Campos, the attorney, and had a third meeting tomorrow and would have more information from Mr. Campos tomorrow. She asked the Councilors to not act on it this week but to wait for the attorney next week.

Councilor Valdez said he would like to see it at the regular City Council Meeting on the 25<sup>th</sup>. He said they had to think about regionalization and would make some kind of decision on the 25<sup>th</sup>. Mayor Lucero said she did want to continue cooperation with the Authority and see it succeed. She said they would have more information next Tuesday.

Councilor Seeds said he hoped this Governing Body would work better with the Solid Waste Authority. He said he had received emails regarding the transfer station closing. He said it had no room there for more trash. He said he thought the Authority needed the city's support to build a new facility so people wouldn't have to fear taking trash and it being closed. He said he wanted the city to work with the county and pueblos and move on it and not keep prolonging it.

Mayor Lucero said this Governing Body and county's Governing Body received numerous complaints about why the transfer station was closed so she called a meeting with the chairman, Commissioner Campos. She said there was a perception the city had \$600,000 EGRT (Environmental Gross Receipts Taxes) but the city had closure costs and post closure took thirty years. She said there had been cost that had gone in and she had Mr. Archuleta audit that fund and he had the report so anyone could request it as a request for records.

The Mayor said she had met with former City Councilor Alfred Herrera and didn't have anything new to say to him. She said she was going to hire someone to give an assessment of what positions they really needed. She said she wanted to be proactive. Said her husband had been there when it was closed and had to turn back. She said the city was giving what it could after the city's expenses. She said the fund was for after the city met its expenses.

Item #4, Discussion and possible approval of Lease Agreement between the Art Center at Fuller Lodge and the City of Española for use of space at the Convento by the Art Center  
Mayor Lucero said she had sent an email to the Councilors regarding this. She said she wanted to ask Len Cata to address the lease agreement.

Community Services Director Len Cata introduced John Werenko. Mr. Cata said they had been in the space Mr. Jose Villas used to lease.

Mr. Cata he and Mr. Werenko had met with the Mayor and were here tonight to request a temporary agreement with the city so Mr. Werenko could apply for grants.

Mayor Lucero asked Mr. Cata to elaborate on the terms of the agreement. She said she was curious if they had done their study yet; she said part of the terms was in lieu of to do an assessment of what needs were.

Mr. Werenko said on behalf of the Board of Directors he thanked the city for rescuing a 40 year old institution. He said the Center had been in the Fuller Lodge in Los Alamos almost 40 years and for first time were not granted a lease by the county to continue. He said they had been given 10 days to leave. He said they had a grant from NM Arts Commission, the LANL Foundation and United Bank, and had raised a grant to \$30,000 to offer classes to disabled individuals. He said this was just one program they offered and when they had learned these might be cancelled [the participants] were in tears; he promised them he would find a space and he thanked the Mayor and Mr. Cata for having a space for the Center. He said he went to the Arts Commission and they had said they fully supported having the Center in Española and would give the Center \$20,000 when they were ready. He said they were tentatively now calling the Center the Northern NM Regional Arts Center. He said they had had 100 attendees at the opening last week.

Mr. Werenko said the Center had a grant from LANL and was working with Mr. Cata and the city, however, they needed 4 months to put this together. He said they were asking basically for a reprieve.

Mayor Lucero said it was great have it at the Plaza and this would bring tourists to the Plaza. She said in time they would make that known. The Mayor said Mr. Werenko had said the August art show would be in Española he and would be part of northernizing regional output. She said some people in Los Alamos County hadn't liked that as the Center was working on a mural project for Los Alamos.

Mayor Lucero said she thought it was wonderful. The Mayor thanked Mr. Werenko for his efforts and for being at this meeting.

***Councilor Valdez made a motion to approve the lease agreement; the motion was seconded by Councilor Seeds.***

Councilor Seeds asked if the attorney had looked at contract; Mayor Lucero said he drafted it. Councilor Seeds asked the timeframe; Mr. Werenko said through August.

Councilor Seeds thanked Mr. Werenko for coming to Española.

***The motion carried 7/0.***

Mayor Lucero said welcome to Española.

Item #5, Discussion of Ordinance 2010-03, "An Ordinance Amending Ordinance 2004-04, An Ordinance Adopting the New Mexico Traffic Ordinance by Reference, in Order to Attach Fine Schedule for Parking Violations Pursuant to 12-12-1.2 of the Ordinance"

Mayor Lucero said the Public Hearing would be held next week. Councilor Seeds asked if anything had changed; Mayor Lucero said the fines had come down.

Municipal Court Judge Stephen Salazar said the ordinance had a list of citations PSAs (Public Safety Aides) could issue once this was approved; he said they hadn't issued any citations in quite a while. The Judge said there had been a hold so the Governing Body could evaluate this. He said fine amounts were a common value for Santa Fe and Taos; he said they were basically parking tickets. He said a lot of people had complained \$100 was too much.

The Judge said the PSAs and former Deputy Police chief Byford had asked property owners for permission to ticket on their properties and the PSAs had permission.

Councilor Seeds asked if under the private property issue the city needed written permission to cite; the Judge said the areas of concern were like Center Market, Autozone, Wal-mart, and commercial private property areas.

Councilor Seeds asked about private driveways; he said for example if someone called and said someone was parked in front of their drive, if this would be addressed. The Judge said they did have jurisdiction if a complaint was filed and they had an active complaint when they got there, but would have to file the complaint in District Court.

Mayor Lucero said to summarize, this ordinance would bring down parking fines with the exception of handicapped violation which was \$250. She said they would have the Public Hearing at the meeting next week. She said the public was invited to attend. She said Public Safety Aides had been empowered to give parking citations.

Item # 6, Discussion and possible approval of three DFA (New Mexico Department of Finance and Administration) Resolutions:

- a. 2010-S Selective Traffic Enforcement
- b. 2010-T Click it or Ticket
- c. 2010-U MOU Santa Fe County Library

Lupita de Herrera said she had three DFA Resolutions. She said 2010-S was through the DOT (NM Department of Transportation) for \$4,256 and no match was required. She said the city needed to include it in the budget to start expending it.

Ms. de Herrera said the second was "click it or ticket" and Finance needed to correct the amount; she said it was about \$1,000. She said it ran for a short period of time, May through June.

Ms. de Herrera said the third was for a balance of \$6,692.66 from a prior year which was expended but hadn't been brought forward when the budget was done; she said the city had already received it from Santa Fe County.

Mayor Lucero said the Council could move to approve this item or put it on the Consent Agenda for the next meeting.

***Councilor Valdez made a motion to approve all three Resolutions; Councilor Seeds seconded.***

Councilor Seeds asked if this item had gone to the Public Safety Committee; Mayor Pro Tem Lujan said this wasn't required. Councilor Seeds asked if she was good with it; Mayor Pro Tem Lujan said yes.

***The motion carried 7/0.***

Item #7, Discussion and possible adoption of Resolution 2010-14, A Resolution Amending Resolution 2007-44 to Reassign Official Representative and Signatory Authority for New Mexico Environment Department Grant Agreement SAP 07-4536-GF

Mayor Lucero said this was just a formality to change signatory authority for the new Mayor.

***Mayor Pro Tem Lujan made a motion to approve the Resolution; Councilor Lewis seconded.***

Councilor Garcia asked since Ms. Velasquez was Interim, if it would have to be redone when they got a city manager; Mayor Lucero said not necessarily since she was City Clerk and the Deputy Clerk could attest.

Councilor Garcia asked if they should put Ms. Velasquez as City Clerk, not Interim City Manager.

Ms. de Herrera said this was to renew the balance on this grant. She said the state had stopped reimbursing and all that was left was \$31,000. She said they could leave Ms. Velasquez listed as City Manager as she [Ms. de Herrera just needed to close this out.

***The motion carried 7/0.***

Item #9, Discussion and possible approval of Staff Recommendation to award "Street Lighting for Industrial Park Road" bid to Bixby Electric

Bernadine Martinez, Procurement Specialist, said they had opened the bid packets; she read a summary of the bidders and amounts. She said she had forwarded it to the engineer, and upon review of engineer and herself, was asking the bid be awarded to Bixby Electric.

Ben Ortega said the project was about 80% and he expected it to be completed by July first.

Mayor Lucero asked if Bixby would have to cut sidewalks; Mr. Ortega said no, they had some preconstruction.

***Councilor Valdez made a motion to approve the award; Councilor Seeds seconded.***

Councilor Valdez said he was kind of disappointed by how they had engineered the streets. He said the median should have been a third driving lane. He said he thought this would happen in San Pedro. He said his concern was regarding safety and he thought the engineer would have thought about the Police Department and Sheriffs using this road.

***The motion carried 7/0.***

Item #11, Ethics Board appointments

Mayor Lucero listed the recommendations from the list in the packets. Mayor Lucero listed the Councilors who had recommendations.

Councilor Kain-Salazar said she recommended Avid Saint Martin from the rock. Councilor Lewis said he recommended Martha Archuleta.

Councilor Seeds asked how many there would be; Mayor Lucero said up to 16. She said not all convened at the same time; she said they had 5 to 10 each meeting.

Councilor Garcia said she had included her brother-in-law and if she was picked he would recuse himself.

Mayor Lucero said the Councilors could feel free to add at any time. She said she wanted to place it for their consideration on next week's agenda.

***Councilor Seeds made a motion to approve the names submitted; Councilor Valdez seconded.***

Mayor Pro Tem Lujan asked what they would do for those who had not been contacted; Mayor Lucero said the person nominating them needed to contact them and confirm they would serve.

Councilor Garcia said she would like to wait to act until other names were submitted. Councilor Seeds said he thought they needed to start somewhere forming a board, and he didn't have any names to add. Councilor Garcia said by Tuesday the other Councilors should have their recommendations.

***Councilor Garcia said she would like to table it; Councilor Lewis seconded.***

Mayor Lucero said the motion to table took motion over any other motion on the floor and there would be no discussion so this was tabled until next Tuesday.

#### **Announcements**

Mayor Lucero reminded everyone that Saturday would be clean up day. Councilor Seeds asked if they needed to bring bags; Mayor Lucero said no, bring gloves.

Mayor Lucero said after Executive Session the meeting would recess.

Ben Ortega said the DOT (New Mexico Department of Transportation) had started the reconstruction of the Paseo de Oñate Bridge and it would be one way temporarily. Councilor Seeds asked if Mr. Ortega could coordinate with them to not have the Bridge closed the week of the Fiesta as traffic was backed up. Mayor Pro Tem Lujan said she noticed this going to ribbon cutting for the La Joya Fire Station.

Mayor Lucero said Ms. Velasquez, Mr. Ortega and she had attended a meeting with DOT Secretary Giron and it was a good meeting and he was responsive. She said they had gone over the superfund site and it had diminished to where they could dig thirty feet deep so it wouldn't interfere with the streetlights being installed. Mayor Lucero said they had had a list and DOT let them go through it.

#### **Executive Session pursuant to 10-16-1-h-2 Personnel Matters**

***Mayor Pro Tem Lujan made a motion to go into Executive Session; Councilor Kain-Salazar seconded the motion.***

Mayor Lucero said was pertaining to an employee who had filed a grievance against her supervisor.

***A roll call vote was taken and the motion carried 7/0.***

The meeting entered Executive Session at 7:18pm.

The meeting exited Executive Session at 7:59pm.

***Councilor Valdez made a motion to exit Executive Session; Councilor Ortega seconded the motion. A roll call vote was taken and the motion carried 7/0.***

The matters discussed in the Executive Session were limited to those described in the motion to enter Executive Session.

#### **RECESS**

***Councilor Kain-Salazar made a motion to recess the meeting until the next day at 6:00pm; Councilor Valdez second the motion. The motion carried 7/0.***

The meeting recessed at 8:00pm.

#### **RECONVENE**

Mayor Alice Lucero called the meeting to order at 6:01pm on Tuesday, May 18, 2010, with the following in attendance:

Mayor: Alice A. Lucero

Mayor Pro Tem: Cecilia Lujan

Councilors: Rosario "Chayo" Garcia

Helen Kain-Salazar  
Robert Seeds  
Pedro Valdez

Deputy City Clerk: Sally Baxter

City Clerk: Heather Velasquez

Interim City Manager: Joe Duran

Staff: Ron Archuleta, Finance Department; Len Cata, Community Services Director; Municipal Court Judge Stephen Salazar; Jolene Miera, Municipal Court Executive Assistant; Teddie Riehl, Library Director; Russell Naranjo, Planning Director

Absent: Councilor Dennis Tim Salazar  
Councilor Cory Lewis  
Councilor Greg Ortega

The City Clerk read the names for the roll call.

Item #12, Budget Hearings for the following city departments or divisions:

- a. Municipal Court
- b. Community Services – Library, Recreation, Plaza, Parks
- c. Planning Department
- d. City Clerk
- e. City Attorney
- f. City Manager
- g. Governing Body

Judge Salazar introduced Jolene Miera.

The Judge said he had typed up information for revenues. He said probably the Mayor would have to sign an Executive Order to rent the facilities at the Stroke Center. He said this was just an idea he had come up with to generate revenues. He said the Lucero Center had two pools. He said they had covering for the gym floor and the gym could be rented out for dances, etc. He said he didn't think it had been used like this for a long time; he said it had a kitchen.

The Judge said these were quick ideas he had had. He said another was a contract to rent a speed van from Red Flex [to detect vehicles speeding]. He said Red Flex personnel were going to have a meeting; he said they had new software.

Mayor Pro Tem Lujan said the amount they might generate was \$100,000.

The Judge said this could be considered as a revenue source for 2011. He said another idea was to purchase radar units; he said not all of the officers had them. Mayor Lucero said she thought they did. The Judge said they needed to inspect the units. He said there was no one here who worked more closely with the Police Department.

The Judge said another idea was a city booth at the fiesta. He said another idea was to clean yards in the valley and possibly community service workers could help. He said another idea was a self-defense course for women taught by the police force. He said another was a CPR class. He said these would be small classes but might help with revenues for small items.

The Judge said another thing was to have a credit card payment option on the city's website. He said a lot of people went to the Court and wanted to pay something with their credit cards. He said maybe this could be arranged with Valley National Bank.

Mayor Lucero said there had been a discussion for the utilities bills. Mayor Pro Tem Lujan said this was for online. Mayor Lucero said Ron Archuleta should look into it.

Councilor Garcia said each machine was about \$300 with a 2 to 3 % fee for the bank. Mayor Lucero said there was also paypal [an online payment system]. Councilor Seeds said money in hand was worth a lot more then the percentage that didn't pay. He said sometimes people would pay on the spot but not pay after they had left.

The Judge said another option was using a collection agency. He said they were aggressive, probably a 60/40 split, but it was better than nothing. Councilor Seeds said it was worth looking into; he said they could negotiate with the banks. He said they might be able to put them in places people had access to all the time. The Judge said there was a kiosk type machine where people could pay their bills; he said Red Flex had said this was an option they had used.

The Judge said as a part of the court, he wanted to help any way he could.

The Judge said the next thing was his proposed fiscal year 2010-11 budget. He said first were the salaries and benefits for the court. He said he had added a part-time position for \$1,000. He said in the past a part time judge was paid under a contract. He said he had an alternate Judge who covered when he (Judge Salazar) was not available. The Judge said he talked to finance and they said the best way to pay an alternate was as a part-time employee.

Mayor Lucero asked if they could cut professional services to \$800; Ms. Miera said they hadn't had that in their budget. Mayor Lucero asked how they had paid him; the Judge said they hadn't paid him yet.

The Judge said the next item was per diem. He said the timing of their conference was crazy, the end of June. He said it was for clerks and the Judge and was mandatory.

The Judge said regarding maintenance he had added 10,000 to reduce cost; he said this was something the Governing Body wanted to do, create good spaces for constituents. He said he saw constituents on a daily basis and the space was inadequate and not handicap accessible. He said a lot of defendants brought their families. He said they have had to tell the families to wait outside when there isn't space.

The Judge said regarding vehicle maintenance this could be centralized and transferred to fleet. He said this was for broken windshields, vandalism, etc.

He said there was a \$7,000 adjustment for the court appointed attorney. He said Frank Coppler would have to review the contract. Mayor Lucero said that was professional services. The Judge said this was legal fees for things he had to seek counsel for. Mayor Lucero asked if it could be left at \$3,000.

Ms. Miera asked if it was operational or total; Mayor Lucero said everything.

Mayor Lucero said regarding professional, the Court had funds that had not been used. The Judge said he wouldn't want to reduce the funding for court appointed attorneys too much because it was a defendant's constitutional right. Mayor Lucero asked if it could be cut down to \$7,000; the judge said he wasn't sure what was outstanding. Mayor Lucero said as of the end of May year to date was \$6300.

The Judge said they might owe the court appointed attorney \$3,500. Councilor Seeds said it was in there. Councilor Seeds asked if it was a recurring expense; the Judge said yes.

The Judge said the Police Department was busy for the summer and if people said they were not guilty and were indigent they qualified for an attorney. Mayor Lucero

said they could cut it to \$7,000 and do a mid year review; the Judge said that would be fine.

The Judge asked if there were any questions for contractual services. Mayor Lucero asked what Tomas Aguirre did for IT. She asked if in house IT could do it. The Judge said they had tried but needed higher expertise. He said this was reimbursed.

Councilor Seeds said the city had the Ortiz Brothers because there was someone who couldn't do the work; Mayor Lucero said Joaquin. Councilor Seeds asked if they could work together as a package. The Judge said Ortiz charged \$75 for deskwork and \$150 for network. He said Mr. Aguirre charged \$75 per hour for everything. He said the Ortiz brothers were good but the court use to be on one server. He said when the Police Department moved they got their own server. He said the Court's goal was for the court server to replicate with the Police Department and Detention Center but this hadn't been accomplished so far.

Councilor Seeds said all of the money budgeted for that was used.

Mayor Lucero asked why there was a budget for office supplies when this was centralized. The Judge said they had personalized stationery and envelopes and a lot of office supplies they used. He said they would order several of some items and when Bernadine Martinez (city Procurement Specialist) got them, the Court got fewer than they had ordered and office supplies could only be submitted at staff meetings. The Judge said he had told the previous City Manager he needed this budget.

Councilor Seeds said if did this they needed to pull it out of the central administration budget. Mayor Pro Tem Lujan said the approved budget for the previous year was zero.

Mayor Lucero said the Judge had stationery under printing and publishing; Ms. Miera said they had created this item to be able to pay correctly for things like window envelopes. Mayor Lucero asked what 'office supplies' was for; Ms. Miera said pencils, paper, etc.

Mayor Lucero said the idea was to centralize to save money by buying in bulk. She said only some departments did this. She asked what the departments wanted. Ron Archuleta said if they had special needs, they could order their own. He said the city did save by buying in bulk.

The Judge said the anti-graffiti supplies barely got them through the year. He said they stretched by getting used paint from NCSWA (North Central Solid Waste Authority). Mayor Lucero said she saw graffiti at Walgreens and asked who took care of it. The Judge said they did their own but he needed an aggressive police officer to follow up on who it was. He said they believed they knew.

Mayor Lucero said he needed to follow up with the Police Chief; the Judge said the Governing Body needed to give the power to the code enforcement people to run with the lead he had. He said Albuquerque had a very aggressive code enforcement department and maybe they could learn from Albuquerque. He said the people doing it could be charged with a nuisance. He said they could use all of the tools they had including the police, code enforcement, Townhall meetings, etc.

The Judge said he would love to have a mid-year review and look at some of these items. He said with anti-graffiti they did the best they could.

The Judge said regarding janitorial supplies they bought all of the supplies and had community service workers do the work. Mr. Archuleta said maybe they could help with the city. The Judge said there needed to be a supervisor. He said maybe each employee could gather their own trash and a community service worker could gather it up. He said they needed supervision to avoid stealing items such as staplers, etc.

Councilor Valdez asked how much they had used; the Judge said he thought they had used it all. Ms. Miera said they were trying to be conservative but were out of supplies now. Councilor Valdez asked about putting it at \$750. The Mayor said \$700. The Judge said if it was left at \$1,000 they would clean the chambers every day. He said he would figure out a way to work it out.

The Judge said in anticipation of a remodel he needed a podium for the court. He said they had a half podium. He said he had a meeting scheduled to meet with someone from USDA (United States Department of Agriculture) to see what type of grants there were. He said there was a community development grant they might be able to apply for. He said USDA knew the community and wanted to help. He said the most feasible thing was a loan and the payment would be due once a year. He said he hadn't talked with Mr. Archuleta about doing a loan with USDA. The Judge said he was told there were grants that could help pay for the loan. Mr. Archuleta said they could borrow more and get a 40 year loan with a low interest. He said they might be able to get the whole thing done.

Mr. Archuleta said since the last time he was here he had gotten the projection plan from DFA (NM Department of Finance and Administration). He said the recommendation from DFA was that the city would have to create the budget from revenues that had been reduced.

Mr. Archuleta said this might be subject to change. The Judge said he wanted to be sure to include everything he knew about.

The Judge said the Red Flex cameras might be here in August; Mayor Pro Tem Lujan said that would go into the public safety fund, not the general fund.

Councilor Valdez said the Judge had used \$997 out of \$1,000 for safety equipment.

Mayor Lucero said capital equipment showed 2 Tasers for bailiffs. She asked if they had to be trained and be sworn personnel. The Judge said yes and he would like for them to be certified in mace and Tasers. He said there were some Judges who took a gun to the bench. The Judge said there was a door with a buzzer to give access to the court. He said before using deadly force they had to use mace or a Taser. He said that was why he wanted mace or Tasers. He said the Detention Officers were in the process of getting training for guns.

Mr. Archuleta said he had cut that because there was no money.

Councilor Garcia said they needed to cut three percent. Mayor Lucero said there was no money for a remodel; Ms. Miera said that would give them a three percent cut.

Mayor Lucero said they had been cutting people's per diem and professional services but she knew they had certification requirements.

Councilor Garcia said they knew what they could cut but needed to cut 3%. Ms. Miera said if they cut the maintenance and building structure that was their 3%. Councilor Garcia said she wanted the department heads to give her a 3% cut. Mr. Archuleta said he would use DFA's projections and cut 3% or more.

Councilor Garcia said they knew where they could cut.

The Judge said they needed to look at the fourth page (of his budget report), categories of support. Ms. Miera said they would go for as many reimbursements as they could. The Judge said he wanted to propose purchasing a shredder. He said there was a possibility he could buy it and keep it centralized and have a community service worker do the shredding. He said it had to be supervised.

Mayor Lucero said there was a shredder in the City Manager's office; the City Clerk said it was a box with the shred-it contract which was \$900 per month.

The Judge said they tried to be a team player, and help out where they could. He said they did a great job of providing services throughout the city. He said he hired Jaime Martinez and said he would get him insurance at the next open enrollment but the last two times he had been told he couldn't enroll. Joe Duran, Interim City Manager, said they would look into it the next day.

The Judge said they were trying at every angle, helping out at the schools and trying to make the city shine. He said he challenged everyone to be at the Plaza on Saturday for Cleanup Day.

### *Community Services*

Mayor Pro Tem Lujan said she was puzzled because the instruction to every department head was to cut 3%. She said she hoped Mr. Cata had that.

Len Cata, Community Services Director, said his concern with Parks and Recreation was that he didn't have a problem with the cut but at this time last year parks, Recreation and the Library had been saved by the money he had to youth recreation. He said he had the cash flow but if they cut by 3% and that money was not available they wouldn't be able to function. He said they had a second year of the GO Bond [General Obligation Bond for proposed new library which had not passed in the March 2010 election; expenses had been incurred] about \$30,000. He said they looked ahead and had the Santa Fe MOU (memorandum of understanding) money but weren't guaranteed to get that next year. Mr. Cata said he could make the cuts and give Mr. Archuleta the information tomorrow. He said he was worried that next year they wouldn't get the GRT (Gross Receipts Tax) money.

Councilor Seeds said it was mandated by the state. Mayor Pro Tem Lujan said their hands were tied. Mr. Archuleta said they were already here.

Mr. Cata said he would go ahead and make the cuts and have it on Mr. Archuleta's desk tomorrow. He said he hadn't realized how bad it was but he did now. He said he had done a better job, and had noticed in the past year the departments had worked together. He said Mr. Ortega at Public Works and Plaza Director Andrew Herrera had worked together and split costs on projects. He said he would do what he needed to do and would monitor it and keep an eye on it.

Councilor Garcia asked if they should go through it; Mr. Archuleta said he recommended Mr. Cata made the cuts and he would go through the numbers.

Councilor Seeds said he was hoping that would do it and he hoped 3% percent would do it.

Mayor Pro Tem Lujan said they didn't want to cut FTEs (full time equivalents) or programs.

Teddie Riehl, Library Director, said Mr. Archuleta had told them to cut.

Mr. Cata said Andrew Herrera had cut his budget from \$90,000 to \$30,000 for the Plaza.

Mayor Lucero asked if they had tried to get more Docents or volunteers to keep the museum open; Mr. Cata said they were going to meet with them to tell them they were going back to part-time positions but were told to wait on that. Mr. Cata said there were 6 Docent positions getting paid.

Mr. Archuleta asked if the computer was absolutely needed; Mr. Cata said yes. Mr. Archuleta said he had borrowed one from Parks.

Mr. Cata said the computer was for Macrina Montoya, his assistant, and the laptop she was using was very bad. Ms. Riehl said it wasn't compatible with their computers.

Mayor Lucero asked Ms. Velasquez if the computer former employee Remay Sanchis had used was a computer they could use; Ms. Velasquez said correct.

Mr. Cata said he could have Mykal Butler, Library IT, check it to be sure it could work with the wireless. He said Joaquin Maestas had tried to do that and it didn't work.

Ms. Velasquez said several times Mr. Maestas had to look at the computer but she didn't know what the outcome was. Mayor Lucero asked if there was a printer; Ms. Velasquez said yes for the City Manager and City Clerk.

Mr. Cata said Mr. Butler was not a contractor. Mr. Cata said he had filled an empty position. He said he had heard from different people that he had added extra people but he hadn't, he filled a position. Mr. Cata said they lost a third employee to a disability. Ms. Riehl said they had mandatory overtime for one employee when she had mandatory training.

Mr. Cata said in Recreation they had one employee not up to par, was probationary, and they had had to let him go and he (Mr. Cata) would be asking to fill the position

Mayor Lucero asked if he had spent all of the money for the fields; Mr. Cata said not yet. Mayor Lucero said one person had damage to his property and asked if money could be used for a net. Mr. Cata said he could look at it depending on cash flow. Mr. Cata said the person wanted fence the whole way and it would be \$20,000. Mr. Cata said it wasn't that bad, it was women's softball. He said the balls didn't fly out like with a hardball park. He said probably they could do a small screen.

Councilor Garcia said that was a grant; Mr. Cata said due to the cash flow they couldn't do it out of the general fund and he was told by Mr. Archuleta the cash wasn't there.

Mayor Lucero asked if the city did not have the cash to spend and draw down; Mr. Archuleta said tomorrow he would look at it and prioritize the requests. He said grants were grants and had to be done no matter what the cash analysis.

Mayor Lucero and Councilor Garcia said they worked hard for those. Mr. Cata said they had approx \$6,000 that hadn't been spent. He said he had put part of the panels on hold. Mayor Lucero said the edges were sharp. Mr. Cata said they had to be replaced but based on what Mr. Archuleta had told him he put that on hold. Mr. Cata said Ms. Riehl had sent out a request to the state library to extend some of her grants.

Mayor Lucero said they had to spend that money; Mr. Archuleta said he understood and they were told by DFA to stop losing grants. He said they needed an answer from DFA how to properly expend the grant through June 30<sup>th</sup>.

Mr. Archuleta said they could go to the emergency fund then repay it. Councilor Valdez said city had to have cash before getting into grants and if they didn't have the money to not look for a grant.

Mr. Cata said in the past it wasn't being monitored. He said the Senior Center was in the same position with Area on Aging and he would go to them on an emergency basis to see if they would pay the contractor directly.

Mr. Archuleta said tomorrow he had a lot of people from the departments wanting to meet with him; he said the city still hadn't gotten the \$600,000 from the DOT. He said it was stimulus. Councilor Seeds asked if he had anyone working on that. Mr. Archuleta said he had to ensure people got paid and met DFA requirements.

Mr. Archuleta said it wasn't that complicated but the way some of the accounting had been done in the past they were reconciling the general fund and bank statements.

Mr. Cata said that was why they had wanted to reclassify a position to hire Mr. Butler. He said other departments were asking to use him. Mr. Cata said he was helping when someone's computer went down.

Ms. Riehl said they had 12 computers and she was working on a computer that didn't have a match and they needed someone to maintain them and Joaquin Maestas didn't have the time.

Joe Duran asked if they were misinterpreting the tech for the IT person. Ms. Riehl said he was a tech but Joaquin Maestas had asked him not to install a wireless person. Mr. Archuleta said he had been put in charge of IT so they needed to go to him. Ms. Riehl said the computers in the library went down every day, and they got a lot of use and abuse.

Mayor Lucero thanked them for offering to cut on their own. Councilor Seeds thanked them.

### *Planning Department*

Russell Naranjo, Planning Director, said the building inspector position for Joe Duran had been budgeted for a minimal timeframe. He said they had an Executive Secretary position that had been vacant for a time now, the salary was kept in there, and he had been told they would be able to hire but to hold off. Mr. Naranjo said that was their "meet and greet" person and was a position they needed so he was asking for that back. He gave a handout with Mr. Duran's position reflecting the hours that he actually worked.

Mr. Naranjo said the realistic number was doubled. He said the half-salary went back to the previous City Manager and this was the actual today. He said what was in the books they had wasn't accurate.

Councilor Seeds asked how long Mr. Duran had been back with the city; Mr. Duran said he had been back 5 years. He said the state had been contemplating taking over inspections. Mr. Naranjo said it hadn't happened so they needed him more.

Councilor Garcia asked about the salary for the Executive Secretary; Mr. Naranjo said it had been budgeted for half a year.

Mr. Naranjo said he had run into situation where Mr. JR Trujillo had basically said if the Council really wanted economic development, the businesses needed information that had never been given over. Mr. Naranjo said Mr. Trujillo had said he needed a "go to" person in the department. He said they wanted that go to person for the economic development community committee. Mr. Naranjo said he had had a Director and a Deputy Director. He said his thought was to look at the possibility of a planning position. Mayor Pro Tem Lujan and Mayor Lucero said no. Mayor Pro Tem Lujan said they were mandated to cut 3% and she didn't see it. Mayor Lucero said they could get assistance from other departments, maybe the clerk's office.

Mr. Naranjo said he could agree. Councilor Seeds said they had to get funds to get Mr. Duran back to full time status.

Councilor Garcia said it sounded like he was getting that. Mr. Duran said he was working a 32 hour week. Mayor Lucero said he wasn't charging for a 40 hour week but he was working it. Councilor Seeds said his point was they needed to budget that.

Mr. Naranjo said they could cross out the vacant planner position. Mayor Lucero asked regarding the addresser, if it was really full time. She said they had done it through 911, and asked if there was that much growth. Mr. Naranjo said it was the maintenance and upkeep. He said the addresser went out and placed the numbers on the site; 911 required they had those. He said they had cases where they sent 4 sets of numbers to people and they didn't put them up. He said code enforcement and the clerk used the addresser.

Ms. Velasquez said it was crucial to the clerk every two years.

Councilor Garcia said she thought they were going down to one code enforcement officer. Mayor Lucero said she had no intentions of retiring for two years. Mayor Pro Tem Lujan said she thought they had bought their time.

Councilor Seeds asked who they were talking about. Mayor Lucero said under PERA they could only buy back a year.

Mr. Naranjo said for per diem they had been approved for \$2,500 last year, it was schooling for flood plain managers and building managers and it could be cut. Mr. Duran said flood plain manager was reimbursed by FEMA. Mayor Lucero said to cut it to \$1,500

Maintenance contract – Mr. Naranjo said ‘Maintenance contract’ had been cut at mid year and the one thing for it was that their fees had gone up for use of GIS and SDR. He said the \$2,000 he was requesting would cover that. Mayor Lucero said to go to \$1,500 and look at it mid year.

Mr. Naranjo said “professional services’ had had two cuts through the course of the year. He said it was payment for right-of-way surveys for pueblo land, and at this point what had been spent last year was \$5,400 and the Council had approved a re-codification contract.

Mr. Naranjo said they were looking at doing a rezoning study. He said there were little lots zoned R1, several had purchased water and sewer, and the people owned half or quarter of an acre and purchased 4 taps. He said people had come in with receipts and based on current zoning couldn’t have four lots there so that had to be redesigned.

Mayor Lucero asked if it could wait another year.

Mr. Naranjo said they needed an historical survey of downtown. He said it was up to the Governing Body if they could wait but they had a Mainstreet plan and the state wanted to do the work, so he didn’t know. Councilor Seeds asked if there was funding; Mr. Naranjo said they could get reimbursed but a lot was matching.

Mayor Lucero asked if could be cut to \$10,000.

Mr. Naranjo said there were surveys that had to be completed to the tribes’ satisfaction. Mayor Lucero said they were negotiating and had appraisal values, and they had theirs. Mayor Lucero said they never said they weren’t done to their satisfaction so she didn’t think there was anything else needing to be done.

Councilor Garcia said she was concerned about Ohkay Owigneh; Mr. Duran said they got their own survey. Mayor Lucero said to cut it to \$10,000.

*Councilor Garcia left at 7:32pm and returned at 7:34pm.*

Mr. Naranjo said \$3,000 had been approved for field supplies and then it was reduced. He said they were cut twice. He said this year they used up their numbers and were at the point they had to order them.

Mr. Naranjo said he hadn’t spent money for uniforms last year to save money but was asking for it for this year. Mayor Pro Tem Lujan said to keep it for now.

Mr. Naranjo said employee professional development had been cut and he was asking for it again. Mayor Pro Tem Lujan said they cut that from other departments; Mayor Lucero said this was for their certifications. Mr. Naranjo said his was due this year.

Councilor Seeds said Planning had only spent \$870. Mr. Naranjo said it could go to \$1,500; Mayor Pro Tem Lujan said \$1,200.

Mr. Duran said on the floodplain they got reimbursed. Councilor Seeds asked if people were getting letters from the city telling them they weren't in a flood plain. Mr. Duran said they were doing that. Councilor Seeds asked if that was advertised, Mr. Duran said insurance companies were coming in.

Mr. Naranjo said for printing and publishing they had depleted their yellow signs inventory. Councilor Garcia said it was for public meetings and they had to post. Mayor Pro Tem Lujan asked Mr. Naranjo to make sure the signs were taken down after the fact. Mr. Naranjo said he liked to leave them up for the appeal period. He said it gave that little extra notification.

Mayor Lucero asked if Chacoma signs could come down now; Mr. Naranjo said he would check. Mr. Duran said they were reusing some of the signs.

Mr. Naranjo said advertising was for public meetings. Mr. Naranjo said "subscriptions" was recently used to get Planning Commissioners APA publications.

Mr. Naranjo said dues had gone up. Councilor Seeds said Planning had used half; Mr. Naranjo said there were two invoices that hadn't been paid yet.

Mr. Naranjo said "equipment and machinery" was for a plotter. He said back in the day they had been going to Rio Arriba County for them to plot out city maps and finally the County had said they were done so the city went To Santa Fe County. He said any map they printed needed to be plotted.

Mr. Naranjo said they didn't have the capability to plot these and now at Santa Fe County they had overstayed their welcome. Mr. Naranjo said it was at the point that they wouldn't have the capability to plot maps.

Councilor Seeds asked how many needed to print and what the cost would be at a local vendor. Mr. Naranjo said about \$125 per map. Councilor Seeds asked how many they plotted; Mr. Naranjo said if they could, they would do more. Councilor Seeds asked if it changed that much; Mr. Naranjo said yes, every month they got new homes and new addresses. He said the Police Department, Fire Department and utilities needed to know.

Mayor Lucero said these were helpful when they were identifying streets without utilities. Mayor Lucero asked what the \$15,000 would cover. Mr. Naranjo said the machine and he would try to get best he could for least amount of money but it still was a substantial purchase.

Councilor Garcia said she would rather give them the plotter and cut out a vehicle.

The City Clerk asked if an Executive Session had been agreed on.

Mayor Lucero said her thinking was to cut out the vehicle and make equipment \$13,000 instead of 15,000 and see if there was someone in city who could be moved.

Ms. Velasquez asked if with Berlinda Trujillo (code enforcement) there room for additional duties; Mr. Naranjo said no, she was full time codes. He said Isabelle Martinez (code enforcement) was covering administrative duties.

Mr. Naranjo said regarding the vehicle, the vehicle they had was a 1989 Ford Taurus. Councilor Kain-Salazar said this was a prime example [of budget savings] they didn't need all of these copies [of reports]. Councilor Garcia said the vehicle was out.

Mr. Naranjo said the seatbelts in the trucks didn't work properly. Mayor Lucero said to take it to Larry Wyman (city Fleet); Mr. Naranjo said he had. Mr. Naranjo said these were the only 2 vehicles they had.

Mr. Duran said the Clerk had the jeep but didn't use it. Ms. Velasquez said they didn't use it and also had the clerks/managers jeep. Ms. Velasquez said if needed the Clerk's office could use the blue car to update marquee. Mayor Lucero said they got the Liberty (Clerk's office jeep).

Mayor Lucero asked if they could get a new seat for the truck. Councilor Seeds said he would check. Mayor Lucero said it was important to have seatbelts.

Mayor Pro Tem Lujan said in Executive Session she had had an issue with [unfilled positions in the Planning Department]. Councilor Garcia said they were going to move someone from [another city department]. Mayor Lucero said the city had people who could probably be moved.

Mr. Naranjo asked what the timeframe would be; Mayor Lucero said they would talk about the fiscal year. Ms. Velasquez said maybe they could do it by reclassification.

### *Governing Body*

Mayor Lucero asked if it had been cut 3%. Ms. Velasquez said for the Governing Body budget she took \$118,000 from the previous year and cut \$3500.

Mayor Lucero said she saw it on "dues". Ms. Velasquez said her recommendation was to cut it to \$20,000. Mayor Lucero asked if it could be cut further; Ms. Velasquez said she didn't know what the dues would be.

Ms. Velasquez said per diem was cut to \$2,600. Councilor Garcia asked if it could be cut to \$2,000; she said most was the previous Mayor. Ms. Velasquez said the Annual [Municipal League] Conference would be in Taos. Mayor Lucero said cut it to \$2,000.

Ms. Velasquez said to move transportation expense to Fleet.

Ms. Velasquez said to cut employee professional development to \$2,000. Councilor Garcia asked what it was for; Ms. Velasquez said annual conferences. Councilor Garcia said to cut it to zero. Mayor Lucero said there was a lot of information at the Municipal League. Mayor Lucero said to leave it at \$2,000.

Ms. Velasquez said she cut printing and publishing to \$300.

### *City Attorney*

Ms. Velasquez said there was a full time position budgeted plus benefits and she was recommending reclassifying the position for records management for the Clerk's office; she said they needed to digitize records and organization was the recommendation of DFA. Councilor Seeds said as long as they all understood that was the number one priority of this person. Mayor Lucero said this was the paralegal.

Ms. Velasquez said to reduce mileage to zero and per diem to zero. She said she transferred transportation expense to Fleet. She said to leave attorney fees as they were now. Mayor Lucero said some of the contracts were cut, and the contractor for DWI had been charging \$300 per case and Coppler charged less.

Ms. Velasquez said communication costs to move to central.

Councilor Seeds said attorney and professional was over \$200,000. Ms. Velasquez said her recommendation was keep it. Mayor Lucero said they would have a better idea at midyear.

Councilor Seeds said they needed to understand this might be a place if needed at mid year. Ms. Velasquez said claims, adjustments, and settlements was cut to \$80,000.

Mayor Lucero said it hadn't been covered for a time but now the city was. Mayor Lucero said they had a deductible.

Ms. Velasquez said she cut employee professional development to zero.

Mayor Lucero asked if there was any training needed as far as records management. Ms. Velasquez said she wasn't sure what advertising was incurred by the attorney's office. Councilor Garcia said it was legal notices. Mayor Lucero said to cut it to \$500; Councilor Garcia and Councilor Seeds said \$1,000. Ms. Velasquez said to leave subscriptions; Mayor Lucero said they needed to keep statutes updated.

*City Manager*

Ms. Velasquez said currently budgeted were 2 FTEs, the City Manager and Executive Assistant. Ms. Velasquez said they had vacancy savings. Mayor Lucero said at this point to leave it as they would be hiring a City Manager and they could leave the assistant position vacant as long as could. Ms. Velasquez said she had transferred the expense.

Councilor Seeds said they all understood if they had to cut something that was another place to look.

Ms. Velasquez said to leave mileage and per diem.

Ms. Velasquez said they were in the hole because of the General Obligation Bond process and attorney fees and it was \$34,000.

Ms. Velasquez said she was currently reviewing animal shelter services and to just get by this year they were requesting \$100,000 but would get by on \$80,000.

Mayor Lucero said they needed to get the counties and tribes to contribute. Mayor Lucero said their services had gone down. Ms. Velasquez said Tommy Gurule (city Animal Control) had said it was \$300 to have an animal euthanized after hours; she said Mr. Gurule had requested there be a Veterinarian to put the animal to their proper death. Councilor Seeds said they needed to do it.

*Mayor Pro Tem Lujan left 8:08pm and returned at 8:11pm.*

Mr. Duran said they said they would certify Mr. Gurule to euthanize the animals. Councilor Seeds said as elected officials, they didn't know the city had been negotiating with the Animal Shelter and these were things that should be told to them and he didn't appreciate not being told.

Ms. Velasquez said historically management negotiated.

Mayor Lucero said they didn't have a contract but had come today. Ms. Velasquez said it would go to the Governing Body.

Councilor Valdez said this was too much. Ms. Velasquez said they needed to set an appointment with Rio Arriba County. Mayor Lucero said in a meeting with Tomas Campos (Rio Arriba Commission Chair) they did say they could provide more.

Councilor Garcia said there used to be a Councilor on the Board; Mr. Duran said they would appoint someone. Mayor Lucero said to do it at Tuesday's meeting.

Ms. Velasquez said Broadband Planning was not recurring.

Ms. Velasquez said they spent \$12,000 per year for KDCE radio and were not utilizing it to its potential. Mayor Lucero said this week they needed to talk about the census. Ms. Velasquez said again. Councilor Garcia asked if it was under contract past the fiscal year.

Councilor Garcia said people liked it. Ms. Velasquez said to utilize it. Mayor Lucero said it had been a problem getting Tomas (at KDCE) to cover [events]. Mayor Lucero said Richard [at KDCE] had told them they needed a new tower to do FM.

Mayor Lucero said he was proposing the city letting them put up a tower on city property. She said he had said they would provide services. Mayor Lucero said they could negotiate.

Mayor Lucero asked Mr. Duran set up a meeting with Richard. Mayor Lucero said he might have to pay the city a little money.

Councilor Seeds said the city shouldn't have to pay for "coffee break" (on KDCE).

Mayor Pro Tem Lujan said people said they enjoyed listening. Mayor Lucero said she had gotten a lot of feedback. Councilor Seeds said Mr. Duran should set up a meeting and try to negotiate with them.

Mayor Lucero said for promotional buying personalized pens needed to stop. Mayor Lucero said she didn't mind ordering pens but not personalized. Mayor Lucero said for meetings it was nice to give pins but to cut it to \$5,000.

Mayor Pro Tem Lujan said regarding promotional items she wanted to extend her appreciation for saying "Governing Body" on them.

#### *City Clerk*

Ms. Velasquez said she was adding from the city attorney budget an FTE records manager. She said she cut per diem to \$800 as neither she nor the Deputy Clerk had asked to be reimbursed. She said for contractual services she was asking to transfer money from the election line item to cover the records management startup fee from Laserfiche and General Code and they were paying \$3,000 for a system they were not using.

Councilor Seeds said to cut it in half and leave it at \$10,000. Ms. Velasquez said she would spend \$20,000 on the next election in 2012.

Ms. Velasquez said she would like to keep it as a place holder.

Ms. Velasquez said food supplies was budgeted \$1,500 and was water and cookies for meetings. She said she spent \$60 to \$70 per month. Mayor Pro Tem Lujan said at the lab they had removed water coolers.

Ms. Velasquez said she had bought cookies and the Deputy Clerk bought the coffee. Councilor Valdez said they could have a fund. Mayor Pro Tem Lujan said they could pitch in monthly because they weren't expecting staff to have to pay for it.

Councilor Seeds said the budget was \$1500 and they expended \$1,600. Mayor Lucero said they had expended \$2,000.

Mayor Pro Tem Lujan said to leave it at \$1600; Mayor Lucero said she had 203% spent. Mayor Lucero said \$1,500; Mayor Pro Tem Lujan said she suggested they each donated money.

Ms. Velasquez said for employee professional development she had expended \$3100, clerks required certification, and it could drop to \$2,500 this year because there was no election school.

She said for printing and publishing the newsletter was \$352 per month. Mayor Lucero said to get quotes. Ms. Velasquez asked if the Governing Body wanted to continue with the newsletter. Councilor Seeds asked if they needed it; Mayor Pro Tem Lujan said people enjoyed it. She said she agreed the Clerk should get quotes.

Ms. Velasquez said advertising was \$4,500 and she was squeaking by and recommend they leave it there. Councilor Seeds asked how much dues was; Mayor Lucero said it was \$250. Ms. Velasquez said equipment and machinery could zero out as it was not recurring.

Mayor Lucero said cut 3%. Councilor Garcia asked if they needed to meet again and where they would go from here.

Mr. Archuleta said get him everyone's numbers, he'd plug them in and he, Mr. Duran and Ms. Velasquez would go through it.

Councilor Seeds said asked if Mr. Archuleta would meet with employees and cut 3%. Mr. Duran said he would meet with all administratively. Mayor Lucero said she was available if needed.

Mayor Lucero said they had to understand the governing Body didn't want to cut jobs or have furloughs.

Mr. Archuleta said Ms. Velasquez proposed bringing in bodies to reconstruct the 2009 data.

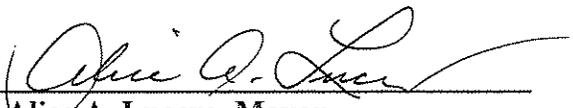
### Adjournment

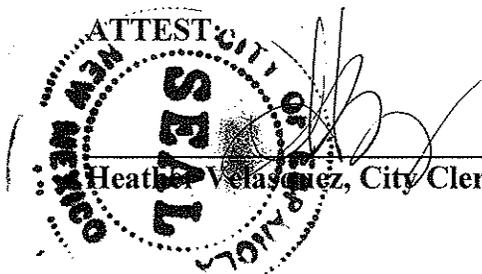
*Mayor Pro Tem Lujan made a motion to adjourn; Councilor Kain-Salazar seconded.*

There being no further business, the meeting adjourned at 9:45pm.

*Minutes taken and transcribed by Sally Baxter  
Deputy City Clerk*

APPROVED AND ADOPTED THIS 29<sup>TH</sup> DAY OF JUNE, 2010

  
\_\_\_\_\_  
Alice A. Lucero, Mayor

  
\_\_\_\_\_  
Heather Velasquez, City Clerk