



SPECIAL CITY COUNCIL /FINANCE BOARD MEETING
TUESDAY, JANUARY 10, 2012 6:00 PM
CITY HALL COUNCIL CHAMBERS
405 N. PASEO DE OÑATE ESPAÑOLA, NM

A. CALL TO ORDER

Mayor Lucero called the meeting to order at 6:02pm.

B. PLEDGE OF ALLEGIANCE

Councilor Dennis Tim Salazar led the Pledge of Allegiance.

C. MOMENT OF MEDITATION/ INVOCATION

Councilor Kain-Salazar led the moment of mediation/invocation.

D. ROLL CALL/ DETERMINATION OF QUORUM

The following Governing Body members were in attendance:

Mayor:	Alice A. Lucero
Mayor Pro-Tem:	Cecilia Lujan
Councilors:	Cory J. Lewis
	Greg Ortega
	Rosario (Chayo) Garcia
	Dennis Tim Salazar
	Helen Kain-Salazar
	Pedro Valdez
	Robert J. Seeds

E. APPROVAL OF AGENDA

Mayor Lucero presented the agenda as follows:

---Begin---

---End---

Motion by Mayor Pro-Tem Lujan to approve agenda; seconded by Councilor Valdez.

Motion carried 8-0.

F. EXECUTIVE SESSION

Pursuant to New Mexico Open Meetings Act Section 10-15-1 (H) Subsection (2) limited personnel matters; (7) attorney-client privilege pertaining to threatening or pending litigation in which the public is or may become a participant; (8) discussion of the purchase, acquisition or disposal of real property or water rights by the public body.

Motion by Councilor Kain-Salazar to enter into Executive Session; seconded by Councilor Ortega.

Roll Call Vote:

Mayor Pro-Tem:	Cecilia Lujan	In Favor
Councilors:	Cory J. Lewis	In Favor
	Greg Ortega	In Favor
	Rosario (Chayo) Garcia	In Favor
	Dennis Tim Salazar	In Favor
	Helen Kain-Salazar	In Favor
	Pedro Valdez	In Favor
	Robert J. Seeds	In Favor

Motion carried 8-0.

Executive Session began at 6:02pm.

Motion by Councilor Valdez to exit Executive Session; seconded by Councilor Seeds.

Roll Call Vote:

Mayor Pro-Tem:	Cecilia Lujan	In Favor
Councilors:	Cory J. Lewis	In Favor
	Greg Ortega	In Favor
	Rosario (Chayo) Garcia	In Favor
	Dennis Tim Salazar	In Favor
	Helen Kain-Salazar	In Favor
	Pedro Valdez	In Favor
	Robert J. Seeds	In Favor

Motion carried 8-0.

Governing Body exited Executive Session at approximately 6:47pm.

G. MATTERS FROM THE MAYOR

1. Co-Sponsorship Of Fiesta Council Activities/Fundraisers At Beatrice V. Quintana-Martinez Senior Center

Mayor Lucero stated that there would be two (2) breakfasts held at the Senior Center.

Motion by Councilor Valdez to approve co-sponsorship of Fiesta Council Activities/Fundraisers At Beatrice V. Quintana-Martinez Senior Center; seconded by Councilor Kain-Salazar.

Councilor Garcia mentioned that there would be a breakfast held on Sunday, January 22, 2012.

Motion carried 8-0.

2. Information on arrangements for Spc. Pernell Herrera

Mayor Lucero explained that there had been a ceremony at the airport for the remains of Sgt. Herrera. She stated that had been a dignified event with a procession from the airport to the mortuary. She complimented the Police Department and Fire Department on their efforts. Mayor Lucero stated that the rosary would be held that Wednesday at 7pm with the Funeral the following day at 10am at the Sacred Heart Church. She added that internment would take place at the National Cemetary at 12:30pm. Mayor Lucero explained that Sgt. Herrera had not died due to combat.

H. PUBLIC HEARINGS

3. **ORDINANCE 2012-01: AN ORDINANCE PROVIDING FOR A SPECIAL ELECTION TO BE HELD CONCURRENTLY WITH THE REGULAR MUNICIPAL ELECTION FOR THE PURPOSE OF DETERMINING WHETHER THE SIZE OF THE GOVERNING BODY SHALL BE REDUCED.**

Mayor Lucero explained that this Ordinance would be necessary to place a question on the ballot asking voters about a reduction in the amount of councilors from eight (8) to four (4).

Mayor Lucero opened the public hearing at 6:55pm.

Called for comment three (3) times.

No public comments.

Mayor Lucero closed the public hearing at 6:55pm.

Motion by Councilor Ortega to approve Ordinance 2012-01; seconded by Councilor Valdez.

Roll Call Vote:

Mayor Pro-Tem:	Cecilia Lujan	In Favor
Councilors:	Cory J. Lewis	In Favor
	Greg Ortega	In Favor
	Rosario (Chayo) Garcia	In Favor
	Dennis Tim Salazar	In Favor
	Helen Kain-Salazar	In Favor
	Pedro Valdez	In Favor
	Robert J. Seeds	In Favor

Motion carried 8-0.

I. ITEMS PROPOSED FOR COUNCIL CONSIDERATION/DISCUSSION ITEMS

4. **Resolution 2012-01: Special Election Resolution**

Mayor Lucero explained that this resolution would add the previously mentioned question to the ballot for the municipal election.

Motion by Councilor Valdez to approve Resolution 2012-01: Special Election Resolution; seconded by Councilor Seeds.

Motion carried 8-0.

5. Legal Services Contract

Motion by Councilor Ortega to approve Legal Services Contract.

Motion failed due to the lack of a second.

J. FINANCE BOARD ITEMS

6. Mid-Year Budget Review

Administrative Services Director Sandoval began with the midyear review. She cited Page 122 with the heading reflecting revenues. ASD Sandoval stated that taxes had been received at 48% of what had been budgeted the the new franchise tax had not yet been finalized. ASD Sandoval pointed out that the MGRT taxes were at 51%. She added that the bulk of taxes would not come in until February. She stated that MV state taxes were at 59% and licenses and permits were at 46%.

ASD Sandoval cited Page 2 of 22 and stated that the charges for services had improved. She added that the Chamber of Commerce had already paid their annual rent and had begun to pay on prior years rent that had not been paid. She stated that the City was also doing well in court fines.

Councilor Ortega called attention to line item 34 and asked if that was for escorting wide loads. ASD Director replied in the affirmative. She noted that the library was doing its part in raising revenue as evidenced by the 69% of budget that had been received.

ASD Sandoval stated that nothing had been received on the insurance recoveries as the arctic storm activity had fallen into the last fiscal year. However, due to the break in at the Lucero Center, there would be costs in this line item.

ASD Sandoval explained that monies from the Fire Department had been paid to alleviate their furloughs. In addition, some of the money had to be repaid to the State Fire Marshall for FY 09 and FY 10. ASD Sandoval explained that the medical contract fees had come out of state fire funds; however, the state had deemed it unallowable.

ASD Sandoval stated that the bottom line of revenues received was the fact that we were on target at 50%.

She moved the discussion to expenditures.

ASD Sandoval stated that governing body was at 59% because all dues had been paid. She stated that keeping this in mind, the Governing Body budget was on target.

ASD Sandoval stated that 42% of the municipal court budget had been expended and the City Attorney budget was at 30%. She stated that Community Services was at 52% primarily due to the increase of healthcare which had not been anticipated. She explained that the budget was done in March and April and there was new enrollment in July.

Councilor Garcia asked if the city might be cutting back on the portion that was given for healthcare. ASD Sandoval stated that this could be discussed; however, they were not at that point yet. She opined that the budget was in good shape.

ASD Director stated that the Recreation Youth Tech Center was at 57% and been under budget during the previous year as the May and June amounts had been paid out of this year's budget. She stated that the City Manager Department was at 44%. She explained that most of the savings had been in salary because there had been no assistant for a period of time.

ASD Director stated that City Clerk budget was primarily personnel. She stated that since there had been vacancies; the budget was sitting at 31%. She added that the Election costs had been minimal thus far, but would come through at a later date. She stated that the Recreation Department had expended only 40% of their budget and the Senior Center was at 33% due to vacancies.

Councilor Seeds exited at 7:17pm.

ASD Sandoval went on to state that the Human Resources budget was at 52% and pointed out that contractual services would receive more money because mandated drug testing went through the one line item.

She stated that the Finance budget was at 36% due to vacancies and the fact that the audit contract had not yet been completed.

Councilor Garcia asked how the audit was progressing. She stated that the capital assets portion had been completed and pointed out that if there were disclaimers, the annual purchase validations would take the most time. She explained that an audit of long term debt and capital assets was very important and stated that the beginning number was required. ASD Sandoval added that the audit would still be late and the City would be required to do the quarterly reporting, but it would be an extra report requirement rather than something negative.

Mayor Pro-Tem Lujan stated that the key was that the audit was progressing. She commended ASD Sandoval. ASD Sandoval replied that she has good management standing behind her and a great staff.

ASD Sandoval stated that the largest cost in the IT Department had been the upgrade to Caselle Clarity.

She stated that the library expenditures were at 48% and they had saved due to vacancies. ASD Sandoval commended the Department Heads and Supervisors. She stated that expenditures had been timed with the workflow.

On the line item regarding professional services, ASD Sandoval stated that it was at 3750% due to the refinance. She stated that the money had been received during the previous year but was expended in the current year. She stated that it had not been placed in this budget, but it would be changed at a later date.

ASD Sandoval stated that the Planning & Zoning Department budget was at 53% and explained that it had not been planned for Isabelle to work for half of the year and then retire. She stated that those costs would be recovered.

ASD Director cited the budget for Streets and stated that standby pay was at 67% of the budgeted amount. She explained that they had been on a shoestring budget. Councilor Ortega asked if it had been decreased from the previous year. ASD Sandoval replied in the affirmative. She added that the General Services standby pay line item was at 78%.

ASD Sandoval stated that the Parks Department had a vacancy and was at 37% overall due to one vacancy.

She stated that the Public Safety budget was at 49%, but had gone over in overtime wages. She stated that maintaining good control on overtime and standby was the only thing that required improvement.

ASD Sandoval explained that the cost for the care of prisoners was low because the billing had not yet been received. She stated that the Fire Department was also over in overtime and noted that the expenditure under the line item with no budget was due to the arctic storm damage at the La Joya Fire Station. She stated that the insurance proceeds would be covered by prior year monies.

ASD Sandoval stated that Central Administration was at 48% with \$90,000 encumbered. She stated that overall the expenditure budget was at 45%.

Councilor Valdez commended the Department Heads and the finance staff.

Councilor Valdez asked if the City Manager would look into the removal of furloughs. Mayor Lucero thanked Councilor Valdez for asking. City Manager Lujan stated that the numbers had been run. He stated that, unfortunately furloughs had begun for the month of January. He stated that he would be recommending their removal from February on because the departments were doing more with less.

Mayor Pro-Tem Lujan commended Councilor Garcia and stated that this review was critical. She stated that it allowed the council to see how hard everyone had worked. She commended ASD Sandoval. Mayor Lucero echoed the sentiments of Mayor Pro-Tem Lujan and expressed her belief that the council had done the right thing closing city hall during the Christmas season. She added that there were several employees, such as the City Clerk and City Manager that had come in during that time. She added that Public Works Director Martinez had trained a new employee during that time.

Councilor Lewis asked the Fire Chief about the status of trucks. Chief Branch stated that he would have an update for Councilor Lewis as soon as possible. Mayor Lucero asked when if he knew when the new truck would roll into town. Chief Branch replied that he would know that Friday.

K. ANNOUNCEMENTS

There were no announcements.

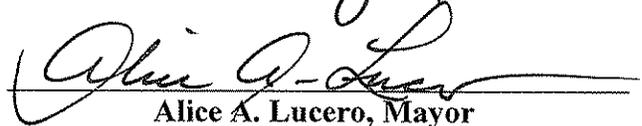
L. ADJOURNMENT

Motion by Councilor Ortega to adjourn the meeting; seconded by Mayor Pro-Tem Lujan.

Motion carried 7-0.

The meeting was adjourned at 7:58pm.

APPROVED AND ADOPTED THIS 28th DAY OF February, 2012.


Alice A. Lucero, Mayor


Jessica Mascarenhas
Jessica Mascarenhas, City Clerk