

**FINANCE BOARD MEETING
APRIL 16, 2013, 6PM
CITY HALL COUNCIL CHAMBERS
105 PASEO DE OÑATE, ESPAÑOLA**

A. CALL TO ORDER

The meeting was called to order at 6:07 pm by Mayor Lucero with the following in attendance:

Mayor:	Alice A. Lucero
Mayor Pro-Tem:	Dennis Tim Salazar
Councilors:	Robert Seeds
	Peggy Sue Martinez
	Pedro Valdez
	Cory Lewis
	Eric Radosevich
	Elaine Herrera

B. PLEDGE OF ALLEGIANCE

Mayor Lucero led the Pledge of Allegiance.

C. MOMENT OF MEDITATION/INVOCATION

Councilor Pedro Valdez gave the invocation.

D. DETERMINATION OF QUORUM

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/ANNOUNCEMENTS

DISCUSSION/ACTION ITEMS

DEPARTMENT BUDGET REVIEW

---End---

APPROVAL OF AGENDA

Motion by Councilor Valdez to approve the agenda; seconded by Councilor Herrera.

Motion Carried 7/0.

PUBLIC COMMENT

-none-

COUNCILOR COMMENTS/ANNOUNCEMENTS

Councilor Seeds stated that he had been getting a lot of complaints regarding water rates and billing. He commented that citizens were not able to pay their bills because water rates had drastically increased. He asked Interim City Manager Joe Duran if there was a possibility of addressing the rates to reflect a change that seemed fairer.

Councilor Lewis stated that he had sent emails to the Interim City Manager since March 26, 2013 and had not yet received a response. He explained that he had requested information pertaining to the softball fields and stated that his constituents had been asking questions which he had no information for. He asked that the Interim City Manager be more mindful of his requests in the future. Interim City Manager Joe Duran stated that he would review his emails immediately.

Councilor Martinez stated that constituents outside her district had been complaining about vehicles speeding on Ranchitos Road. She explained that she had previously inquired about the City's mobile unit which tagged speeding vehicles. She questioned if it was feasible to place that unit in the area of Ranchitos in order to monitor traffic and deter speeding.

Councilor Martinez stated that Richard Martinez, a westside resident, was affected by the waterline breakage. She commented that although the problem was fixed, pictures indicated that the water was coming out slightly muddy. Councilor Martinez stated that concerned Chacoma Vista residents had informed her that they had made several attempts to contact the Interim City Manager regarding their issues with the mobile home park. Councilor Martinez asked that Interim City Manager contact these people and address their concerns. Interim City Manager Duran stated that he had already communicated and addressed concerns and questions regarding the Chacoma Mobile Home Park.

Councilor Martinez addressed precarious exposed wires and lighting fixtures where bulbs were burnt outside of the *Convento*. She stated that, although it was short notice, she contacted the City Clerk's Department on Friday afternoon to inform City Hall of the possibly hazardous situation. Councilor Martinez stated that she had spoken with Deputy Clerk Anna Squires who reassured her that Public Works had addressed the situation. Councilor Martinez thanked everyone for their efforts to make that area safe and secure.

Councilor Radosevich stated that the softball tournament at the Ranchitos Park had gone well. He commented that there was sewage seeping from the portable restroom units. He concluded that somebody from the City was informed and did address the situation fairly quickly. Interim City Manager Duran stated that he would follow up on that situation.

Mayor Lucero reported that there were four events which took place the previous weekend. She stated that the first was the "Drug Walk" which was held on Saturday, April 13th. She thanked all that participated in the Walk Against Drugs in the community and added that it was a safe and successful mission.

She expressed her enjoyment of the 4th Annual Chile Cook Off which took place the previous Saturday afternoon at the Santa Claran Casino. She commented that it was well attended. She further explained that although it was in the latter part of the day, she was also able to attend the Santo Niño Festival of the Arts. She reported that the event was also well attended and the Children's Choir was delightful. Mayor Lucero expressed her enjoyment of a documentary film titled: *Land, Water, People, Time*, which was also being shown at the *Convento*. She explained that the film was presented by the Northern New Mexico Regional Art Center and directed by David Lindblom, instructor of filmmaking at Northern New Mexico College. She further explained that the film was very educational and pertained to the people of Northern New Mexico.

Mayor Lucero concluded that her support and participation of all events during the weekend was enjoyable but she was exceptionally entertained by the Española Police Department and Fire Department basketball game held at NNMC Gym titled, "FIRE & ICE." She stated that it was rewarding to see both departments enjoying time together on the court.

Councilor Martinez recognized the Fiber Arts Center and their new sign adorning the building. She stated that it looked very attractive and inspired hope for future projects to take place in that area.

G. DISCUSSION/ACTION ITEMS

Mayor Lucero stated that the Library had received a grant and Interim Librarian Sherry Aragon would be discussing the New Mexico State Library GO Bond Grant Agreement.

Interim Librarian Aragon explained that the New Mexico State Library 2010 Capital Projects General Obligation Bond Act was subject to discussion by the Governing Body prior to effect. She reported that the amount awarded to the Library was \$28,340.68 and informed the Council that the monies would be used for new computers, printers and scanners which would be available to the public inside the library. Interim Librarian Aragon continued that the computer equipment currently available to the public was more than five (5) years old and ran improperly. She concluded that many people could not afford a computer in our community.

Motion by Councilor Valdez to approve the New Mexico State Library Grant Agreement; seconded by Councilor Martinez.

Councilor Seeds stated that when the monies from the grant were received, local vendors should be considered prior to spending.

Motion Carried 7/0.

H. REVIEW OF DEPARTMENT HEAD BUDGET

Administrative Services Director (ASD) Joyce Sandoval stated that the first two pages of the preliminary budget review packet were projected revenues and projected department requests. She announced that \$10,246,672.00 was the projected amount for revenues and \$10,567,530.00 was the current amount of department requests. ASD Sandoval further stated that by subtracting the requested department head budgets from the projected revenue amounts there would be a \$320,858.00 deficit. She concluded her statement by stating that the budget must be balanced and reported to the N.M. Department of Finance and Administration no later than June 1, 2013.

Councilor Martinez questioned if the amounts discussed included the 15% increase for employee insurance. ASD Sandoval replied in the affirmative. Councilor Valdez stated that a meeting regarding the health insurance changes would take place on April 19th at 8:30am at the Plaza de Española Convento.

ASD Sandoval stated all city employees who were on city provided insurance plans must sign up again and re-enter their information with Human Resources. She announced that the deadline for pre-enrollment would be May 1, 2013 and would take effect as of July 1, 2013.

Councilor Martinez provided the increased amounts for Presbyterian Health Care and Blue Cross Blue Shield family insurance plans. Councilor Martinez stated previously a Presbyterian Health Care family insurance plan was \$127.26 per pay check and increased to \$146.26, Blue Cross Blue Shield was previously \$148.00 per pay check and had increased to \$170.22.

ASD Sandoval stated that the city was no longer required to cover a large portion of disability and it would be up to the employee to cover their own disability if they chose to. She explained that the City had previously covered \$1.94 per pay period per employee.

2. GOVERNING BODY

Councilor Martinez stated that she would like to have \$1,380.00 removed from the Governing Body line item titled: PER DIEM. Councilor Martinez further stated that she did not foresee anyone in the Governing Body having to go anywhere for the next three (3) months.

Mayor Lucero stated that she did have to travel to Albuquerque on May 22nd to attend a Prescription Drug Abuse Summit sponsored by the NM Attorney General Gary King.

Councilor Martinez apologized to the Mayor and explained that she did not see the Mayor as part of the Governing Body.

Councilor Seeds asked ASD Sandoval for a breakdown of per diem spent with reference to the Governing Body. ASD Sandoval stated that through February, approximately \$620 dollars was in the Governing Body Per Diem budget. She stated that Mayor Lucero and Councilor Martinez had attended the New Mexico Municipal League Conference held in Las Cruces, NM.

Councilor Seeds asked if there were any current outstanding bills from the Governing Body. He also stated that he would like to leave the amount of per diem at \$650 dollars for the Governing Body. He announced that cuts should start with the Governing Body. ASD Sandoval informed Councilor Seeds that the Governing Body's budget line item for per diem in the amount of \$620 was what was left of the \$2,000 dollars from the beginning of the fiscal year.

Councilor Seeds asked Mayor Lucero if the scheduled meeting was set up between her and the AG's Office. He also stated that he understood the amount allowed to the Governing Body with reference to per diem and expressed the belief that cutting back needed to start with the Governing Body. He affirmed that he was happy keeping the per diem budget at \$650.

Mayor Lucero stated that she felt it was important to attend the Prescription Drug Abuse Summit sponsored by N.M. Attorney General Gary King and added that there were advertisements and emails sent out from the AG's office. She further stated that that she was encouraged to attend by the Attorney General because she was an elected city leader.

Councilor Valdez commented that he did not agree with the amount requested for per diem. He stated that because of the number of events scheduled, elected officials wanting to attend those events could not go if the budget was cut any further. Councilor Valdez urged the Council to remember that the preliminary budget should remain as a flat budget, concluding that final budget negotiations should proceed after funds were received.

Mayor Lucero stated that a \$2,000 dollar budget for eight (8) members of the Governing Body was modest. She added that it was a disservice to the community not to attend educational conferences that enriched capabilities. She added that many times she had personally paid to attend meetings which she believed were important to attend. Councilor Martinez stated that it was important to set an example and maintain boundaries as city officials. Mayor Lucero responded to Councilor Martinez by stating she had in fact shown discretion, had not abused her authority and continued to maintain boundaries. Councilor Lewis echoed the sentiments made by Councilor Martinez and Councilor Seeds by stating that Council must lead by example.

Councilor Elaine Herrera stated that \$650 dollars was an unrealistic budget if the rate of expenditure was considered. Councilor Herrera urged council to raise the figure to at least \$1,000. She further stated that Councilor Seeds and Councilor Martinez were not taking into consideration the other members of council who may wish to attend the trainings.

Councilor Martinez commented that most of the information from the New Mexico Municipal League meetings was available on their website five (5) days after the meeting adjourned. She concluded that although she believed it was important to attend these meetings, it was not critical that everyone attended. She informed the Council that the next Annual New Mexico Municipal League Conference would be held in Taos, NM and expressed her belief that per diem would not apply for the limited amount of travel.

Councilor Valdez stated that he had spent a lot of time with the Finance Director and Interim City Manager in reference to the preliminary budget and he agreed that there should be a flat

budget. He urged the council not to waste time micromanaging such small line items and small figures. Councilor Valdez stated he would rather discuss larger figures.

Mayor Lucero commended Councilor Valdez on his diligence and time spent at City Hall educating himself on the facts and preparing himself to make an informed decision. She expressed appreciation for the fact that he was fully aware and had voiced his concerns of the time restrictions.

Councilor Seeds stated that the city was in a \$320,000 deficit and the Council needed to start somewhere.

Mayor Pro-Tem Dennis Tim Salazar asked ASD Sandoval if there were any other departments that may have submitted changes that were not reflected in the preliminary budget packet. ASD Sandoval responded that the Police Department had submitted a change to their budget. She stated that she had informed Department Heads of the deadline for submission in order to create the preliminary budget packet.

3. CITY ATTORNEY

ASD Sandoval stated that the City Attorney budget was flat from the prior year. Mayor Lucero stated that she agreed with ASD Sandoval whose professional advice was to leave the City Attorney Department budget as a flat budget.

Councilor Seeds stated that the flat budget for Attorney Fees was not consistent with what was discussed the previous year. He asked ASD Sandoval to clarify attorney fees for contracted professional services. Councilor Seeds stated that he recalled that the particular budget was cut from \$71,000.00 to \$27,000.00. ASD Sandoval confirmed that Councilor Seeds was referring specifically to City Attorney A.J. Salazar. Councilor Seeds responded in the affirmative and clarified that the City Prosecutor's services were cut to \$27,087 from \$71,000. He stated that the figure was not accurately represented in the preliminary budget packet. He added that he would like that to be changed immediately because this was determined by the Governing Body through a voting process.

ASD Sandoval stated that she believed the amount was appropriate. She advised the Council that the total amount of \$279,500 for legal services was in the best interest of the City. She concluded that the amount would allow the City to be prepared for situations that may arise and could also cover the activity underway.

Councilor Martinez asked ASD Sandoval, "Is the city attorney/prosecutor A.J. Salazar current with his billing?" She further added that if the Governing Body would increase the attorney amount to \$35,000, it would be a sufficient amount to cover his quarterly billings of \$7,000 and any unforeseeable expenditure that may occur.

Mayor Lucero commented that if at any time the city would have to obtain a lawyer who specialized in Native American Law, the City would have to contract services which would

make that amount triple. She stated that the city would be cutting itself short if that scenario arose.

Councilor Martinez restated that the decision was discussed and voted on by the Governing Body and encouraged ASD Sandoval to amend the line item that reflected \$71,000 back to \$35,000 because that was an error on her part. Councilor Martinez stated that she had contacted the City Clerk's department in the later hours of the day requesting the minutes from the previous year's financial meetings. She stated that she was not able to locate the discussion relating to this issue but would review the minutes thoroughly in order to reveal the past decision.

Councilor Radosevich exited at 6:44pm.

ASD Sandoval stated that the City Attorney line item which read the amount of \$7,000 represented a quarterly charged amount. She claimed that when the packet was first constructed, 65% percent of the fiscal year had past. ASD Sandoval stated that \$7,000 was the amount remaining for the last quarter billed to the City of Española from City Attorney A.J. Salazar. She concluded by urging the Council to keep the City Attorney Department at a flat budget of \$279,500.00 as a precautionary measure.

Councilor Radosevich re-entered at 6:49 pm.

Mayor Lucero asked that Judge Stephen S. Salazar speak regarding the issue. Judge Salazar informed the Governing Body of a new proposed rule change for the upcoming year, which would not allow a City Police Officer the ability to pursue DWI prosecution cases without proper representation present. He asked the Council to be mindful of this future situation.

Councilor Seeds stated, after reviewing police records of DWI cases filed, he recalled there were only two DWI cases during the previous month. Councilor Seeds further stated that he would like to discuss this department at a later meeting for further deliberation.

4. CITY MANAGER

Mayor Pro-Tem Dennis Tim Salazar commented that he had emailed a request to Interim City Manager Joe Duran on behalf of ASD Joyce Sandoval. He explained that the email had requested that ASD Sandoval be furnished with a laptop computer which would allow her to obtain information via the city network and her database during the course of a Council meeting. Mayor Pro Tem Salazar concluded that this concept would allow for information to flow more freely and allow the Council the opportunity to ask questions and have factual answers readily available. Interim City Manager Duran stated that although he agreed with Mayor Pro Tem Salazar's concept, he would like to look into the matter more carefully so as to take precautionary measures to ensure that confidential and important City information (data) was protected.

Interim City Manager Duran stated that under the Janitorial Services line item, he currently had one (1) full-time custodian and was seeking one (1) part-time custodian. He explained that currently the full-time employee was taking care of eight (8) facilities, was overwhelmed and

tended to leave tasks incomplete. He informed the Council that he was willing to take another full-time temporary custodian at a pay rate of \$12 dollars per hour without benefits. Interim City Manager Duran explained that by doing this, health benefits would not be allowed which would prohibit further spending on the City's behalf.

Councilor Seeds asked Interim City Manager Duran if it would be more feasible to look into a local contract cleaning service that specialized in janitorial services. He stated that he thought the City was moving backwards on the issue. Duran stated that the last contracting service company cost the city \$160,000.00 dollars per year. Duran further explained that in order to save money the decision was made to hire one full-time employee who was paid \$12 an hour which accounted to an annual income of \$24,000 dollars. He further commented that by adding the city contribution of 15% toward health benefits, the position would then amount to \$37,000 annually. The City Manager continued to express the logistics pertaining to line item and stated that if council were to take into consideration that \$37,000 dollars was the annual income for one (1) continuous janitor and it would amount to under \$80,000 dollars for two (2) continuous janitors.

Councilor Lewis stated that before he was ready to make a decision on adding a position to the City Manager's department, he would rather consider adding a position to Public Safety which he believed was more important. Councilor Martinez echoed the sentiments made by Councilor Lewis and stated that Public Safety should be a top priority within the community. She also stated that she was not ready to make a decision to add any new positions to the City Manager's department.

Councilor Martinez stated that she did want to address another error in the preliminary budget packet. She stated that she noticed that the Advertising & Promotional services line item read \$4,710. Councilor Martinez stated that the line item was cut the previous year to \$1,200 to cover the payment for pins ordered. She also recalled the line item for postage was previously at \$10,000 and the Governing Body had voted for that to be reduced to \$5,000. Councilor Martinez concluded that both changes were not accounted in the current preliminary budget worksheet but should be remedied.

Councilor Seeds questioned ASD Sandoval about the Animal Shelter line item listed under the City Manager's budget. He stated that the line item was at \$67,000.00 but budgeted at \$80,000.00. He asked ASD Sandoval if she predicted that the entire \$80,000 would be spent. ASD Sandoval replied that an additional \$7,000 needed to be added to the list of expenditures which would account for \$87,000 dollars total. She explained that the contract stood for two (2) years and at the end of that term, the City would have to renegotiate the amount or the Animal Shelter. She further stated that the additional money needed to fulfill the contract would come out of the General Fund.

Councilor Lewis questioned line item titled Contractual Services and the amount that was expected for KDCE to broadcast meetings in the amount of \$36,155. Mayor Lucero responded stating that midway through the year the Governing Body had changed the amount of meetings per month broadcasted from one (1) to two (2). She continued that KDCE Radio had agreed to cover additional meetings at a lower rate but could not commit to all of the meetings being broadcast.

Councilor Seeds stated that line items should be titled according to what they covered so that the general public was not under the impression that the City gave out money randomly.

Councilor Martinez questioned the City Managers budget line item for Uniforms in the amount of \$500. She asked Interim City Manager Duran how many employees needed city shirts. Interim City Manager Duran responded that there were only two (2) employees in his department: Administrative Assistant Julie Sanchez and Custodian Ivonne Velasco. Interim City Manager Duran specified that he purchased his City shirts with his own money in an attempt to save money.

5. CITY CLERK

City Clerk Tessa Jo Mascareñas stated that she was presenting a relatively flat budget. She informed Council that unlike the previous year, 2014 was an election year. She also stated that the City Clerk's budget included a Records Clerk position which had remained frozen throughout the previous year. City Clerk Tessa Jo Mascareñas explained that she had increased the election year budget by \$5000 dollars because there was typically a higher turnout for mayoral elections. She asked the Governing Body if there were any questions pertaining to specific line items.

Councilor Seeds asked the City Clerk for an estimated cost for the previous election. City Clerk Tessa Jo Mascareñas responded that it was approximately \$21,500. Councilor Seeds stated that he understood the request and given the cost of inflation, he stated that \$25,000 dollars for the next mayoral election sounded fair.

Councilor Lewis asked City Clerk Mascareñas if the Records Clerk position was in addition to the newly hired Deputy City Clerk. City Clerk Mascareñas replied in the affirmative and explained that the previous Records Clerk, Armando Rodriguez had resigned and since his departure, the position was frozen. City Clerk Mascareñas stated that there was a good amount of work to do regarding records management. She further stated that although it had not yet been confirmed, there was rumor that there was asbestos in the basement. She expressed her fear of records being damaged and also subject to broken pipes or possible fire damage.

Councilor Martinez asked City Clerk Mascareñas how long the Records Clerk position had been frozen. City Clerk Mascareñas replied that it had been since June of 2012.

Councilor Martinez asked City Clerk Mascareñas if there were any types of electronic back up methods used currently. City Clerk Mascareñas stated that currently there was a program called Laserfiche whereby documents were scanned in as a second method of maintenance. City Clerk Mascareñas stated that there were other documents such as Planning & Zoning maps and Finance Records that were not yet backed up. City Clerk Mascareñas concluded that the City Clerk's Department was in the process of attempting the completion of the work; however, it would take significantly longer without the proper staff.

Mayor Lucero stated that there was a state records retention schedule that the Governing Body adopted two (2) years prior. She added that it required records management skills to tackle the amount of records accumulating in the basement. Mayor Lucero continued that it was becoming more and more overwhelming for the City Clerk's department and the position for a Records Clerk must be filled.

Councilor Seeds asked City Clerk Mascareñas if anyone had been hired on a temporary basis to help in the capacity of a Records Clerk. City Clerk Mascareñas responded stating that Jeanette Beasley was a former City Clerk and was contracted on a temporary basis to help as the Records Clerk. Councilor Seeds asked how the process of contracting Ms. Beasley services came to pass. He asked if there was a bidding process in obtaining her services. City Clerk Mascareñas responded, stating that Jeanette Beasley's temporary contract was approximately \$1,200 dollars and there was not a bidding process in obtaining her services. She stated that during the short time Ms. Beasley was contracted she was able to establish a filing system which currently existed in the basement. She further explained that Beasley accomplished consistent groundwork for existing and past records and had specialized skills in records management.

Mayor Lucero questioned if there were records which Ms. Beasley had identified as files that could be incinerated and destroyed. City Clerk Mascareñas responded in the affirmative and informed the Council that she needed to obtain permission from State Records & Archives in order to destroy old files.

Councilor Martinez questioned City Clerk Mascareñas on the contractual services line item. City Clerk Mascareñas replied that the line item accounted for money spent to maintain and update the city website. She explained that the website was currently under contract with Richard Rieckenberg. She added that another portion of the line item was for the payment of General Code who was in the process of establishing a current City Code. She stated that the remaining funds were used to maintain the Laserfiche system.

City Clerk Mascareñas announced that the Deputy City Clerk was undergoing training to take over future updates of the city website. She affirmed that Richard Rieckenberg would still be the website operator and developer because he was still under contract with the city. City Clerk Mascareñas stated that Mr. Rieckenberg had been very gracious and professional in helping the Deputy Clerk obtain further knowledge regarding website updates.

Councilor Martinez stated that she was happy to hear of this occurrence and would like to hear more of the progress on the website at a later meeting.

Councilor Martinez recommended buying plastic bins with lids which would protect the documents in the basement from flood damage. Mayor Lucero stated that water damage could be more harmful than fire when it came to paper. City Clerk Mascareñas agreed with the comments made by Councilor Martinez and Mayor Alice Lucero. She responded that she would have to do further research in order calculate the amount needed to purchase plastic bins.

Mayor Pro-Tem Salazar exited at 7:15pm.

Councilor Lewis stated that he would not be comfortable making any decisions regarding personnel until the Public Safety budget was discussed. Mayor Lucero offered to move the department budget review of Public Safety prior to other departments on the agenda. Councilor Radosevich agreed that it may be a better idea to discuss Public Safety right away. Councilor Lewis stated that he was fine with the agenda as it was approved.

6. HUMAN RESOURCES

City Clerk Mascareñas notified council of the need for a Temporary HR Position. She stated that the position was not reflected in the packets but was added to the budget. She further stated that the temporary position entailed handling the enrollment for insurance, benefits and worker's compensation. She explained that her assistance to the HR department included employment interviews, references and qualification discussion, but the bulk of all Human Resource work was accomplished by HR Analyst Stephanie Martinez.

Interim City Manager Joe Duran echoed the sentiments made by City Clerk Mascareñas and stated that in accordance with new state requirements, information regarding insurance health benefits must be updated on every city employee's file. He stressed that the information must be obtained, accounted for, input into the system and conveyed by May 10, 2013 for over 140 city employees. He concluded that the short notice and deadline had created much added work and pressure. Interim City Manager Duran expressed that there was a Safety Officer position available which entailed extensive administrative HR duties and experience. He concluded that it may be a possibility to retain the services of the individual hired for the Safety Officer position on a temporary basis for HR.

City Clerk Mascareñas stated that she had spoken to the Director of Public Safety Chief Eric Garcia and it was initially his decision to change the position from a Police Officer to a Safety Officer. She explained that his decision was attributed to insurance stipulations. She further added that in years prior, two people had always worked in the HR department due to the volume of work and sensitive subject matter. She stressed that there was a substantial amount of work for two (2) full-time employees to remain consistently busy.

Mayor Pro-Tem Salazar re-entered at 7:22 pm.

Councilor Seeds stated that he believed City Clerk Mascareñas should be running the City Clerk's Departments and not be asked to oversee Human Resources. He added that although he believed the City Clerk was qualified for both positions, he stressed that burnout may be a factor in retaining long term employment. Councilor Seeds concluded his statement by saying that he was not ready to compromise a position in Public Safety and would rather see a Police Officer added to the Department of Public Safety not a Safety Officer whose main objective was administrative service.

7. COMMUNITY SERVICES

ASD Sandoval stated that the department had been financially pared-down over the years to reflect mainly the Community Services Director's salary. She further stated that there was

nothing else being paid out of the department and the position for Community Service Director was vacant.

Councilor Lewis recalled being a young person in the valley and recounted memories of basketball leagues for adults and/or kids. He encouraged Recreation Coordinator Andrew Herrera to look into that matter and focus efforts toward rebuilding that pastime.

Councilor Martinez questioned ASD Sandoval regarding the budget review for the Community Service Department. She asked specifically if the budget reflected what the former Director of Community Services had requested prior to his departure. ASD Sandoval responded in the affirmative. Councilor Martinez asked if it was feasible to allow the current Recreation Coordinator Andrew Herrera a raise from the monies budgeted for the Community Services Director. Mayor Lucero stated that it is an issue to be discussed by administrative personnel. She affirmed that the subject was not appropriate to discuss in an open session. Councilor Martinez stated that it was the Governing Body's decision to either fund that position or not fund that position. Councilor Seeds stated that he agreed with Councilor Martinez statement and further stated that he believed in restructuring duties of department heads. He added that he would like to oversee the restructuring of money spent by department heads.

Councilor Valdez commented that it appeared to him, Councilors were attempting to micromanage department heads. He stated that personnel issues and restructuring should be addressed by the City Manager.

Councilor Martinez commented that she has been getting a lot of feedback regarding the re-development of basketball tournaments at the Recreation Center. She stated that through a collaborative effort with other City entities, the possibility of creating larger amounts of revenue would be plausible. Councilor Martinez further stated that by utilizing local resources and communicating with the Española Public School District may spark the interest of smaller surrounding communities to participate. Mayor Lucero stated that the subject should be addressed at a Community Services Committee Meeting.

Interim City Manager Duran stated that he needed to consider the outcome of the concept. He explained that once the outcome was identified then the concept could move forward.

8. RECREATION YOUTH TECH CENTER

Mayor Lucero explained that the City had provided the Recreation Youth Tech Center the facility and the YMCA paid for the operation of the center. She stated that in addition to providing the facility, the city also funded approximately \$45,000 dollars per year to run the program. She continued that Teen Center Director Ben Sandoval had begun with approximately 40 kids and now worked with 75 to 100 kids per day. Mayor Lucero concluded that if any department was in need of money, the Recreation Youth Tech Center was because of the sheer volume of kids that frequented the center.

Councilor Seeds commented that the Recreation Youth Tech Center development was great because the kids were able to interact in a healthy environment and progress in positive way.

9. RECREATION

Recreation Coordinator Andrew Herrera stated that one of the main reasons he did not get the basketball league in full swing was because he was working on making the budget concise to the needs of the Recreation Center. He expressed that he would now like to focus on the basketball leagues and the summer lunch program. Recreation Coordinator Herrera stressed as a reminder that the softball league was on the horizon.

Councilor Radosevich asked how much revenue the softball leagues had generated the previous year and the year prior. Recreation Coordinator Herrera stated that he was uncertain of the amounts but would look into the matter further.

Mayor Lucero asked that Recreation Coordinator Herrera discuss the Recreation Department budget by line item and clarify the changes. She stated that under "salaries" the amount increased from \$121,000.00 to \$136,000.00. Recreation Coordinator Herrera stated that the first change he would like to inform council of was his salary. He explained that the exact amount was not currently reflected on budget. He clarified that the issue was a clerical error which happened in the year prior but had to be rectified this year. Recreation Coordinator further stated that two (2) seasonal lifeguard positions were added to the budget and run as temporary full-time employment from May to August 2013.

Interim City Manager Duran asked if Recreation Coordinator Herrera was planning on making the temporary positions permanent because there were benefits to consider if employees had been working on a temporary status. Recreation Coordinator Herrera replied that Gilbert Nathan Romero and Jesus Martinez were both working as temporary employees. He stated that the temporary positions were for the summer season.

Mayor Lucero asked Administrative Services Director Sandoval to make the changes to the temporary employee health benefits because the City could not allow them to not have benefits after one (1) year. Councilor Martinez asked Recreation Coordinator Herrera why the position had gone for so long without benefits. He responded that they had only been budgeted as temporary in an attempt to cut costs.

Recreation Coordinator Herrera stated that there would be a big increase under building & structures due to the pool pack. He explained that the pool pack controlled humidity and helped to heat the pool. He stated that they had brought in a professional to assess the pool pack. He stated that eventually the pools would need to be re-plastered; however, the cost for that was approximately \$50,000.

Councilor Lewis asked if the basketball tournaments would be included in this budget. Recreation Coordinator Herrera replied in the affirmative. He stated that they would like to add volleyball tournaments as well.

Councilor Seeds stated that a cover needed to be placed on the pool at the Ranchitos pool and there needed to be repairs to the kid's pool. Recreation Coordinator Herrera stated that an option

for the kid's pool was to place an umbrella that sprinkles water. Councilor Seeds suggested that any funds remaining from the softball fields be used to purchase these necessities.

Mayor Lucero asked if the recreational activities were self-funded. Recreation Coordinator Herrera explained that some tournaments would require that items be purchased prior and then monies would be reimbursed following the event.

Councilor Seeds expressed that helping youth was the objective and the City was obligated to create programs such as the summer lunch program. He stated it would be nice to occupy local youth on a daily basis.

SENIOR CENTER

Senior Center Coordinator Josephine Velasquez stated that they currently had four (4) employees that included benefits and insurance. She stated that the Buildings & Structures line item would remain the same. She explained that the Maintenance & Contracts line item had been increased in order to adhere to code requirements for the hood and vents.

Senior Center Coordinator Velasquez stated that the Contractual Services line item had increased because they would be renting a dishwasher. She stated that the line item for Janitorial Supplies had increased due to the rental of the facility. She stated that they were requesting \$1,500 for baking equipment and \$1,500 for Uniforms.

Councilor Martinez asked if the money from rental fees was being returned to the General Fund. ASD Sandoval replied in the affirmative. She suggested that one way to save money was to require the renters to bring their own cleaning supplies.

PARKS

Recreation Coordinator Herrera stated that the Parks Department basically had a vacant temporary position and a vacant full time employee position. Councilor Martinez asked what the 50% listed on the salary schedule indicated. ASD Sandoval replied that it detailed his time at work as he was a half time employee.

Councilor Martinez expressed concern regarding hypodermic needles in the park. She stated that Little League created extra work. Recreation Coordinator Herrera informed Councilor Martinez that Director of Public Safety Garcia had provided containers and Kevlar gloves for hypodermic needles. Councilor Martinez thanked Director of Public Safety Garcia. Councilor Seeds requested that Recreation Coordinator Herrera meet with the Parks employees to ensure that they had everything they needed to complete their duties.

Councilor Lewis asked if any fertilization had been scheduled for the fields. Interim City Manager Duran stated that there had been aeration. Recreation Coordinator Herrera stated that they would be doing fertilization the following day.

Mayor Lucero suggested that they look into what else would be needed for the new fields, such as a riding lawnmower.

Councilor Radosevich asked if there was a watering schedule. Recreation Coordinator Herrera stated that there was, however, it could at times be interrupted by the weather. He stated that they would use the hose instead of sprinkler systems due to the wind. Councilor Radosevich asked if he could look into getting the fields watered at night. Councilor Martinez agreed with Councilor Radosevich and added that it would deter people from using the park late at night.

Interim City Manager Duran stated that there was a need for a fence at the Veteran's Memorial Park. He suggested that \$5,000 be added to maintenance, grounds and roadways. He stated that they had received quotes from several local contractors.

Councilor Seeds asked if that had been budgeted during the previous budget. Interim City Manager Duran stated that he had hoped to get the funds out of the Gross Receipts Taxes (GRT); however, he was unable to.

Councilor Seeds stated that the neighbors had been very patient and the Governing Body had committed to completing this the previous year. He expressed hope that this could be done as soon as possible while also giving all local businesses in the area the opportunity to bid. ASD Sandoval stated that Municipal Improvement Fund had funding for it.

Councilor Martinez asked that this be put to bid. She stated that Mr. Orlando Rodriguez had contacted her and had been looking in the newspaper for the opportunity to do business with the City.

LIBRARY

Librarian Sherry Aragon stated that the Library had three (3) full time positions and one (1) vacancy.

Councilor Valdez asked if late fees could be set aside to buy new books. Sherry Aragon stated that they turned in the money to the Utilities Department. Mayor Lucero explained that by state law revenues had to be deposited within 24 hours; however, a line item could be placed specifically for that purpose. Councilor Martinez asked if it would be possible to do so through an increase in the amount for activities. Councilor Valdez suggested increasing the amount by \$12,000 as they had received \$11,963 in revenue the previous year.

Councilor Martinez stated that the Library Director position had been vacant since August and Ms. Sherry Aragon had been fulfilling the duties temporarily. She asked if a position was typically advertised where a person had acted in that capacity. Interim City Manager Duran replied in the affirmative and reported that the position would be advertised and Ms. Aragon would have the opportunity to apply for the position. Councilor Martinez stated that she thought it was shame for Interim Librarian Aragon to be making less than the employees she supervised. Mayor Lucero agreed and explained that the intention had not been to keep her in the temporary

position for such a long period of time; however, the hiring process had not been completed because hiring had been frozen the previous year.

Councilor Martinez asked if a 10% increase was given to employees that took on extra duties. Interim City Manager Duran asked Interim Librarian Sherry Aragon if she was receiving a 10% increase. Interim Librarian Aragon replied that she was unsure. Interim City Manager Duran stated that he would look into the matter.

Councilor Valdez asked if advertisement had been done in-house first. Councilor Seeds stated that everyone should have the opportunity to apply for the job. Interim City Manager Duran stated that the positions had been advertised to current city employees as well as any other interested parties.

Councilor Martinez asked if the Interim Librarian would be considered a union employee.

Councilor Lewis asked for verification as to how the position would be advertised. Interim City Manager Duran stated that he would review the policy and it would be handled in accordance with that.

Mayor Pro-Tem Salazar stated that if Interim Librarian Aragon had not received a 10% increase from the time that she began completing the additional duties, perhaps she should receive retroactive pay for the increase. Mayor Lucero and Interim City Manager Duran agreed.

Councilor Lewis verified that the internet at the library was functional. Interim Librarian Aragon replied in the affirmative and explained that they had experienced issues with the internet every other Friday during the past month; however, by the next Monday it was back on. Councilor Lewis explained that the reason he asked was because several kids working on science projects had informed him of the issues.

Councilor Radosevich asked if there was an internet provider. Interim Librarian Aragon replied that she believed it was Windstream. Councilor Radosevich explained that his personal internet service was through Windstream and they had experienced issues with it. Councilor Martinez stated that when she had issues with her internet at home, she used the internet from the Española Hospital.

Councilor Seeds stated that if the City was having trouble with the provider, the City owed it to the citizens to look for another provider. Mayor Lucero suggested that Interim City Manager Duran bring the issue up with IS Manager Maestas. Interim City Manager Duran stated that IS Manager Maestas was in the process of attempting get the library online with RediNet.

FINANCE

ASD Sandoval stated that one of the things she was requesting was an additional Finance Specialist.

She explained that she was requesting more mileage and per diem because her staff had expressed an interest in obtaining more training. She stated that the trainings typically took place in Las Cruces, Albuquerque or Santa Fe.

ASD Sandoval reminded everyone that the audits were three (3) years behind and because of this the line item carried over in the amount of \$195,000. She stated that she was requesting \$130,000 from the current cash balance to be carried forward. She explained that the only additional funding for next year would be the Fiscal Year (FY) 2013 audit.

ASD Sandoval stated that she was requesting additional money in the Professional Services line item as she expected that the Finance Department would need assistance with the older audits. She stated that she was also requesting desks and bookshelves. She explained that a current employee had a desk that was held together with tape. She stated that she was also asking for furniture for the additional employee she had requested.

ASD Sandoval continued that the increase in the Non-Capital Equipment line item was to purchase a new computer for the Procurement Specialist. She explained that the advertising budget had been increased due to requests by Council for Finance to go out for Requests for Proposals (RFPs). She stated that the Commitments & Other Fees line item would be paid to American Express for the processing of credit cards.

Mayor Lucero stated that the Auditor had expressed the need for additional staff in the Finance Department. Councilor Seeds stated that he had spoken with State Auditor Hector Balderas who had explained that the situation was worse than any other city in the state. He stated that the City should have a purchasing agent in charge and expressed hope that ASD Sandoval had made changes within her department.

Councilor Seeds affirmed that there needed to be effective policy as well as reinforcement. Councilor Martinez agreed with Councilor Seeds and asked if other departments had been consulted regarding the control of inventory catalogs tagged as city property. ASD Sandoval confirmed that an accurate inventory was maintained for audit purposes.

Councilor Martinez stated that if a desk were falling apart, ASD Sandoval should get the employee a desk immediately so no one would get hurt. ASD Sandoval stated that she had already acted on the issue and confirmed that there was an annual inventory conducted by the Asset Manager Georg-Ann Salazar. Councilor Martinez suggested that Government Surplus sites be used as employees required appropriate tools to do their jobs.

Councilor Seeds asked if the Financial Specialist position were approved, what the timeframe would be for the auditors to get caught up. ASD Sandoval explained that the Finance Department was in the process of scanning documents into Laserfiche and the maintenance of the General Ledger. Councilor Seeds asked how long it would take to complete everything. ASD Sandoval stated that there had been disclaimers for five (5) years and they were hoping to get a clean audit for FY 10 and FY 11.

Councilor Martinez asked if was true that an employee had been moved from the Finance Department to the Library. Mayor Lucero stated that there had been a situation that occurred; however, it could not be discussed in open session. Interim City Manager Joe Duran stated that he would be willing to discuss the details in Executive Session.

Councilor Seeds stated that he hoped to set up a time for State Auditor Hector Balderas to speak with the Council. Mayor Lucero stated that she had spoken with State Auditor Balderas. Councilor Seeds stated that he had spoken with him as well. Mayor Lucero stated that she and State Auditor Balderas had agreed that the City should do whatever it took to have a clean audit and avoid another disclaimer. Councilor Lewis suggested holding off on a final decision until State Auditor Balderas spoke to the Governing Body.

INFORMATION TECHNOLOGY:

ASD Sandoval stated that the Information Technology (IT) budget did show the healthcare cost changes; however the remainder of the budget was flat. She stated that the IT budget paid for the IT Support Contractor in the amount of \$60,000. Councilor Lewis asked who the contractor was. ASD Sandoval replied that it was Efinity Network Solutions. She stated that a renegotiation had not gone before the Council.

CENTRAL ADMINISTRATION:

ASD Sandoval stated that the cost of the Caselle software was \$1,100 per month and came out of the Central Administration budget. She added that the cost of the copiers and printers was paid to Pacific Automation from this budget as well. She explained that the Office Supplies line item had increased to \$40,000 due to the use of toner.

ASD Sandoval stated that the costs of telephones and natural gas would remain flat. She added that Streets picked up any remaining electricity costs. Councilor Martinez asked if the payment for cellular phones was made from the telephone costs line item. ASD Sandoval replied in the affirmative. Councilor Martinez asked what company the City used for telephone service. ASD Sandoval replied that Windstream provided landlines and Verizon Wireless provided cellular telephone service. Councilor Martinez asked how long the current Verizon contract had been in place. ASD Sandoval replied that she was unsure.

Councilor Robert Seeds out at 8:45 pm; returned at 8:50pm

Councilor Martinez suggested that IS Manager Maestas review other cellular service provider costs to ensure the City was getting the best price. ASD Sandoval stated that he did so continually and assured the Council that the City was getting a good price.

MUNICIPAL COURT

Judge Stephen Salazar explained that Court employees had not received raises in three (3) years. Mayor Lucero stated that there were over 100 employees that had not received raises. She expressed her belief that it was not appropriate to discuss raises at that time. Judge Salazar stated

that salaries fell within the budget. Councilor Valdez stated that he had originally hoped to propose a 1.5%-3% raise for employees.

Councilor Martinez stated that she did not believe that Municipal Court employees were the same as regular City employees. Councilor Seeds stated that the salaries of the court employees should be compared to other cities. He stated that there should be a pay plan for this purpose. Councilor Martinez stated that Municipal Court staff was doing a good job and commended them for their work while they were without a custodian. She stated that she would need clarification regarding the Council's control of the Judiciary branch of City government. Councilor Radosevich stated that it was the duty of the City Council to approve a budget for all of City government.

PLANNING & ZONING

Planning & Zoning Director Russell Naranjo stated that he did not believe in a staus quo budget for the Planning & Zoning Department as different times called for different measures. He explained that he had developed his budget based on the Council's focus on code enforcement and did believe in a flat rate.

Planning & Zoning Director Naranjo stated that there had not been a Code Enforcement Officer since January and expressed hope that a new Code Enforcement Officer would be hired soon. He explained that his Contractual Services budget would be used for the purpose of maintaining contracts for mandatory software including the E-911 database, GPS software upgrades and plotters.

Planning & Zoning Director Naranjo stated that the funds in the Professional Services line item would be used to fund environmental assessments for abandoned builidngs, surveys and development of the Comprehensive Plan. He stated that the Non-Capital Equipment would be used for computers and software. He stated that uniforms were used by the Planning Department because they often worked outside of the office and wished to present themselves in an official manner.

Planning & Zoning Director Naranjo stated that the refund line item was used in instances where an application was denied. He stated that the Safety line item was used for safety equipment, such as: hard hats and safety glasses and the Employee Professional Development line item was used so that Mr. Joe Duran and Mr. Larry Valdez could attend classes to maintain their Floodplain Manager credentials. He stated that the Publishing & Printing line item paid for the large yellow signs that the department was required to post for the notification of residents of Planning & Zoning applications.

Councilor Valdez stated that sale or auction of City-owned lots had been discussed previously. He asked if the costs associated with this should come from the Planning Department budget. Planning & Zoning Director Naranjo stated that this would be taken out of his Professional Services line item and stated that the Council may have to declare the property surplus. Mayor Lucero stated that appraisals had to be made prior to that decision.

Councilor Martinez asked why there had been such a large decrease in building permits. She stated that she begged to differ with Planning & Zoning Director Naranjo regarding his statement that he had not had a full time Code Enforcement officer since January. She stated that his staff had gotten a 10% increase for those purposes as he said he wanted to do more with less. Councilor Martinez added that the situation she had discussed with him regarding Don Filigonio and Calle Rodriguez was ongoing. She stated that it was unacceptable that the trash she had asked to be picked up on the property remained and the drug dealing had continued as well. She stated that if the Council was going to put \$392,000 into a budget, they needed to see the fruits of that labor.

Planning & Zoning Director Naranjo responded that when the budget was done the previous year, there was a Code Enforcement Officer in place. He stated that they had originally had two (2) Code Enforcement Officers. He explained that a 10% increase had been given to one (1) employee to supervise and assist with Code Enforcement when the first employee retired. He explained that the second Code Enforcement Officer had resigned in December. Councilor Martinez stated that, therefore, he still had one (1) Code Enforcement Officer. Planning & Zoning Director Naranjo disagreed and explained that an individual could not just be given a title; rather they had to be certified to do the job duties.

Councilor Martinez stated that her concern was that the Council was told that when the first Code Enforcement Officer left, Planning & Zoning Director Naranjo wanted to do more with less so he decided to disburse the duties of the first person that left to the entire staff of Planning & Zoning. Planning & Zoning Director Naranjo stated that was not true. He explained that two (2) individuals had been given a 10% increase, but for different reasons. Planning & Zoning Director Naranjo offered to meet with Councilor Martinez to show her what had been done in the area of Code Enforcement. He curbed his remarks by stating that Code Enforcement took time, but the staff was following the process.

Councilor Radosevich informed Planning & Zoning Director Naranjo that there was a business across from the Big Rock casino and next to the Title Loan business that looked filthy. Interim City Manager Duran stated that the owner of that property was Jerry Montoya. Councilor Martinez stated Interim City Manager Duran was incorrect and explained that the building they were referring to had belonged to her grandmother. She stated the ownership of that building was up in the air. Councilor Radosevich stated that the property looked terrible and asked if Community Services might be able to clean it up. Interim City Manager Duran assured him that he would follow up.

Councilor Seeds stated that he was very disappointed in Planning & Zoning Director Naranjo and the Planning & Zoning Department. He stated that Planning & Zoning Director Naranjo needed to set up a system to deal with abandoned homes. He stated there was an abandoned trailer across from Taos Lane on the south end of the road that he discussed with the department a year ago. He asked what the Council needed to provide in order to fix the situation.

Planning & Zoning Director Naranjo informed Councilor Seeds that a warrant had been issued for the property owner's arrest with regard to the property he was referring to. Planning &

Zoning Director Naranjo suggested setting up a work session to discuss code enforcement. A roundtable discussion was scheduled for April 24, 2013 at 6pm.

Interim City Manager Duran stated that an appraisal cost approximately \$2,500 – \$3,000. Councilor Seeds asked if a bid process could be set up for the cost of a large amount of appraisals. Councilor Martinez suggested studying the City of Albuquerque abatement process.

Councilor Lewis stated that he would like to thank Planning & Zoning Director Naranjo for the wonderful job he was doing.

The meeting was recessed from 9:40pm - 9:50pm.

PUBLIC SAFETY

Director of Public Safety Eric Garcia announced that the Police Department was respectfully requesting three (3) certified positions at \$17.00 per hour as well as two (2) additional detention officers.

Mayor Lucero asked that Director of Public Safety Garcia go department by department.

Director of Public Safety Garcia continued that the only other requested increase was in the Uniforms line item.

Mayor Lucero asked if the new figures were included in the packet they received. Director of Public Safety Garcia stated that they were not. ASD Sandoval stated that she had received a new salary schedule but had not received an updated budget.

Mayor Lucero stated that because they did not have the figures submitted by Director of Public Safety Garcia, perhaps they should postpone the discussion of the Police Department. Councilor Martinez asked when he had turned that in. He stated that it was submitted in early April.

FIRE DEPARTMENT

Director of Public Safety Garcia stated that he was respectfully requesting three (3) additional positions in the Fire Department. Lt. Ron Padilla stated that he had submitted the changes to Director of Public Safety Garcia; however, it was not reflected in their packets. He stated that he had done another budget with the Fire Fund budget which was obtained from the State of New Mexico in the amount of \$207,000. He stated that for the last six (6) years, the Fire Department had run the department with solely fire funds. Lt. Padilla stated that although Planning & Zoning Director Naranjo had not had administrative help in the previous five (5) years, the Fire Department had not had help in the previous 15 years.

Lt. Padilla stated that he had submitted an additional \$300,000 request for funds to pay for office supplies, maintenance, etc. Mayor Lucero stated that she was confused with Lt. Padilla's statement. Lt. Padilla stated that he was trying to explain that the Fire Department did not have a

General Fund budget. Mayor Lucero stated that they did have a General Fund budget. She explained that salaries and benefits came out of the General fund.

Councilor Radosevich stated that he believed that Lt. Padilla was referring to a budget for supplies, building maintenance, etc. Mayor Lucero stated that those types of items would be bought from the Fire Fund budget and they were currently discussing the General Fund budget. Councilor Radosevich asked where that was reflected. ASD Sandoval stated that the Fire Fund was a Special Revenue Fund and would not be reflected until the Final budget. Councilor Radosevich stated that he understood that; however, he believed that what Lt. Padilla was requesting was revisions to the Fire Fund budget. ASD Sandoval stated that the City had no authority over what was provided for the Fire Fund budget.

Councilor Lewis stated that the Fire Department was unique because they receive funds from the State and the City needed to step up and provide more funds from the General Fund. He expressed his belief that they needed additional firefighters and a defined structure as far as ranking.

Councilor Seeds stated that there was a need for additional firefighters. He expressed gratitude for the Fire Fund. He stated that the City had maintained a reasonable salary schedule for employees, but the Fire Fund had covered all other costs. He commented that the City had helped with the purchase of a new Fire Department Ambulance and Ladder Truck. He stated that he thought Lt. Padilla was asking that the City pay more to the General Fund for the Fire Department.

Lt. Padilla stated that he did submit the paperwork but was not inserted into the packet. He explained that he had modified the account and placed certain line items as all other departments had. He stated that everything came out of the Fire Fund except for salaries and benefits. He explained that he was requesting additional funds from the General Fund for building maintenance and medical supplies. Lt. Padilla reported that medical supplies could not be purchased from Fire Funds. He stated that any time they needed medical supplies, they purchased them from the Wildland Fund.

Councilor Seeds expressed appreciation for the presence of the Director of Public Safety and Lt. Padilla; however, he stated that he believed the Council may need more clarification as to what the specific requests were. He asked Lt. Padilla if his salary requests were consistent with any pay plan that was in place. Lt. Padilla replied that he had met with Director of Public Safety to define salary schedules. He explained that they were attempting to retain employees. He stated most employees were beginning employment at \$12 per hour while Firefighters starting pay was \$9.73.

Lt. Padilla stated that they had lost three (3) employees during the previous year. He stated that two (2) of those positions had not been filled for six (6) months and the other had been vacant for one (1) year. He stated that they had worked with Interim City Manager Duran through the Union and decided to hold off hiring in order to help out with the savings of money. He stated that they no longer had the Fire Chief position in effect for which the City got an addition \$40,000 in State Fire Funds. He stated that they had received an EMS grant which paid for new

