

FINANCE BOARD MEETING
TUESDAY APRIL 30th 2013, 6PM
Continuance of Finance Meeting April 16th, 2013
CITY HALL COUNCIL CHAMBERS
105 PASEO DE OÑATE, ESPAÑOLA

A. CALL TO ORDER

The meeting was called to order at 6:05 pm by Mayor Lucero.

B. PLEDGE OF ALLEGIANCE

Mayor Lucero led the Pledge of Allegiance.

C. MOMENT OF MEDITATION/INVOCATION

Councilor Pedro Valdez led the Moment of Meditation/Invocation

D. DETERMINATION OF QUORUM

The following Governing Body members were in attendance:

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

E. APPROVAL OF AGENDA

Agenda as presented:

---Begin---

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE/MOMENT OF MEDITATION**
- C. ROLL CALL/ DETERMINATION OF QUORUM**
- D. APPROVAL OF AGENDA**
- E. PUBLIC COMMENTS**
- F. COUNCILOR COMMENTS/ANNOUNCEMENTS**
- G. DISCUSSION/ACTION ITEMS**
 - 1. New Mexico State Library Grant Agreement
- H. DEPARTMENT BUDGET REVIEW (ACTION ITEM)**
 - 2. Governing Body
 - 3. City Attorney
 - 4. City Manager
 - 5. City Clerk
 - 6. Human Resources

7. Community Services
8. Recreation Youth Tech Center
9. Recreation
10. Senior Center
11. Parks
12. Library
13. Finance
14. Information Technology (IT)
15. Central Administration
16. Municipal Court
17. Planning & Zoning
18. Streets
19. General Services
20. Fleet
21. Public Safety
22. Interim Detention
23. Fire
24. Water
25. Wastewater

I. EXECUTIVE SESSION

Pursuant to New Mexico Open Meetings Act Section 10-15-1 (H) Subsection (2) limited personnel matters; (5) discussion of bargaining strategy preliminary to collective bargaining negotiations; (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.

J. ADJOURNMENT

The Governing Body 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 at 747-6019 at least three days prior to the meeting.

---End---

Mayor Lucero stated that the last Finance Meeting was held on April 16, 2013 and had been continued to April 22, 2013 but was rescheduled for April 30, 2013. She explained that at the last meeting, Councilor Seeds suggested they discuss the Departments of Public Safety which would conclude the budget review.

Councilor Lewis stated that the agenda listed Item #3: Department Budget Review as an action item. He asked Mayor Lucero to clarify if the Council was to take action after the discussion of each Department's Budget Review. Mayor Lucero replied that it was a clerical error and oversight. She stated that Item #3 Department Budget Review was the preliminary discussion in preparation of the final budget. She clarified that no action would take place.

Councilor Lewis requested that Public Safety be placed above other departments. He stated that the discussion and review of Streets, General Services, and Fleet departments could follow.

Motion by Councilor Martinez to approve the agenda as amended; seconded by Councilor Seeds.

Motion Carried 6-0.

PUBLIC COMMENT

There were no members of the public wishing to comment.

COUNCILOR COMMENTS/ANNOUNCEMENTS

Mayor Pro-Tem Salazar commented that High Intensity Drug Trafficking Area (HITDA) was dedicated to improving the infrastructure of rural areas. He announced that an additional \$6,400 dollars was provided by HITDA for the Department of Public Safety. Mayor Pro-Tem Dennis Salazar stated that he was informed of the additional funds by Director of Public Safety Garcia.

Councilor Valdez commented that, in cooperation with North Central Solid Waste Authority, new polycarts and replacement polycarts would be available for city customers in the upcoming months. He stated that, although the process had been somewhat slow, he was optimistic that it would progress.

Councilor Martinez stated that she was in good communication with other members of the Beautification Committee and had called their attention to the improvement projects to be conducted in the Paseo de Oñate/Mainstreet area. She concluded that she would be giving an update as to the status of the area at the next council meeting.

PUBLIC SAFETY

Mayor Lucero asked that Director of Public Safety Garcia and Administrative Services Director (ASD) Joyce Sandoval speak with regard to the status of the budget and the understanding of the changes to specific line items.

Director of Public Safety Garcia thanked Mayor Pro-Tem Salazar for acknowledging his efforts with HITDA. He stated that since the last meeting, he was in better communication with ASD Sandoval. Chief Garcia apologized to ASD Sandoval, stating that he requested revisions in the early part of April; not taking into consideration that the calculation process may not be an easy procedure in lieu of a preliminary budget review.

Director of Public Safety Garcia stated that there was a requested in the Uniforms line item. Chief Garcia stated that it is was the intent of the Department of Public Safety to increase its manpower and the appropriate revisions were made in light of his new understanding of the financial process. Director of Public Safety Garcia stated that the Police Department was requesting three (3) certified positions at \$17.00 per hour as well as two (2) additional detention officers.

Councilor Seeds stated that he believed it is very important to accommodate the Department of Public Safety due to issues plaguing the City of Española. He stated that Public Safety should be the City's main priority and recognized the efforts of Director of

Public Safety Garcia. Councilor Seeds commended him on his accomplishments as Director of Public Safety. Councilor Martinez echoed the sentiments of Councilor Seeds. She stated that she was in strong support of Public Safety and Director of Public Safety Garcia.

Councilor Lewis questioned the Preliminary Budget Process. He stated that he felt it was premature and irresponsible to be discussing a budget that had not yet taken shape in a preliminary phase.

ASD Sandoval stated that she had received a new salary schedule and was in the process of developing an updated budget for the Department of Public Safety. She added that the budget process was in the preliminary stage. She expressed that eventually the Director of Public Safety must be accountable for his department and financial activity surrounding it. ASD Sandoval concluded that it was a lack of understanding which slowed down the overall process in a preliminary phase. She encouraged other Department Heads to ask questions if they felt at any point misinformed or confused.

INTERIM DETENTION

Director of Public Safety Garcia stated that the GPS monitoring was a contractual service which cost the City an average of \$10,000 per year. He agreed with ASD Sandoval in her preparation of this department's preliminary funding. He stated that the amount predicted would allow for possible conflicts or technical difficulties.

FIRE DEPARTMENT

Mayor Lucero called upon Lt. Padilla to speak regarding the Fire Department.

Director of Public Safety Eric Garcia stated that Lieutenant Ron Padilla was not present as he was tending to an emergency call. He confirmed that he would be speaking on behalf of the Fire Department. He stated that the Fire Department had lost three (3) employees during the previous year, further stating that two (2) of those positions had not been filled for six (6) months and the other had been vacant for one (1) year. Chief Garcia stated that the Fire Department had held off hiring in order to help out with cost savings.

Director of Public Safety Garcia stated that the Fire Department 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 he was respectfully requesting three (3) additional positions in the Fire Department which were submitted to him by Lt. Ron Padilla. He also informed Council of the State of New Mexico Fire Fund budget which was approximately \$207,000.

ASD Sandoval stated that the Fire Fund was a Special Revenue Fund and would not be reflected until the Final budget. She explained that the City had no authority over what was provided for the Fire Fund budget.

Director of Public Safety Garcia stated that he was in close communication with Lt. Padilla regarding salary requests. He explained that they were attempting to retain employees and confirmed that most employees retained employment at a rate of \$12.00 per hour while starting pay was \$9.73.

ASD Sandoval pointed out that there was \$1,393,024 in vacant positions. She stated that there was \$397,756 for the reclassification of positions and \$368,000 requested for proposed positions. She asked everyone to keep in mind that the overall General Fund budget was \$10 million.

Councilor Martinez asked if there had been a miscommunication between Director of Public Safety Garcia, Lt. Padilla and ASD Sandoval. Director of Public Safety Garcia stated that the budget could be a difficult process to understand because of year-end details and fiscal obligations. He assured the Council that he would have a better understanding of the budget in the upcoming months.

STREETS, FLEET & GENERAL SERVICES

ASD Sandoval stated that the preliminary budget was flat for the remaining departments. She added that, although the Streets Department received DOT grant funding, she would accommodate for any amounts received and appropriated.

Mayor Pro-Tem Salazar exited at 6:45pm.

Councilor Seeds stated that he was troubled by the amount of change orders. He continued that he had seen an unnecessary amount of change orders in his time and expressed that these occurrences and mentality must be remedied. He asked that the Interim City Manager be mindful of the financial burden this caused the City.

Councilor Valdez commented that it appeared to him that once again Councilors were attempting to micromanage Department Heads. Councilor Valdez stated that the Interim City Manager was trying to run a City, not a household.

Mayor Pro-Tem Salazar re-entered at 6:50pm.

ASD Sandoval advised council to reference line items titled: Recreation Fund, Water Fund, Capital Projects Fund, Water Rights Funds and Street Fund.

ASD Sandoval urged the Council to remember that the preliminary budget should remain a flat budget and final budget negotiations would proceed after final numbers were generated.

Councilor Lewis exited at 7:00pm.

WATER

Mayor Lucero called upon Water Foreman Steven Trujillo to speak with regard to the preliminary budget for the Water Department.

Water Foreman Steven Trujillo stated that his department was in the process of getting rid of old parts. He continued to explain that due to new Environmental Protection Agency (EPA) standards, it was a Federal offense to continue the use of lead based pipe.

Councilor Lewis re-entered at 7:04pm.

Councilor Valdez questioned Steven Trujillo as to how many positions were filled within the department.

Water Foreman Steven Trujillo stated that (6) positions had been filled as of the previous month. He concluded that there was leniency due to the amount of applicants who did not have all levels of certification. He explained that in the past, once a Water Department employee had reached all levels required, they were inclined to look elsewhere for employment. He stated that employee retention had been an ongoing problem with the city.

Councilor Seeds stated that he believed water rates were extremely unfair. He stated that he had received numerous complaints from residents outside of his district who believed that the city was overcharging for water. He asked that Water Foreman Trujillo prepare documentation and data of the current water charges in comparison to the charges for water in 2009. Councilor Seeds stated that, although he was in disagreement with the City's utility ordinance, he knew that it was not the fault of Water Foreman Trujillo. Councilor Seeds expressed that he had heard many good things about the work of Steven Trujillo. He urged Water Foreman Trujillo to keep up the good work. Councilor Seeds also mentioned that he would like to revisit the Water Department Budget after reviewing the information he requested of Water Foreman Trujillo.

WASTE WATER

Mayor Lucero called upon Wastewater Chief Operator Perry Vigil to speak with regard to the budget of the Wastewater Department.

Chief Operator Vigil stated that he had reviewed the Preliminary Budget Packet and was in agreement with all line items. He affirmed that the flat budget allowed for any emergency situations.

Councilor Seeds stated that he did not agree with the amount which was paid to Gene Salazar for contractual services. He stated that he would like to see Chief Operator Vigil have an opportunity to fill that position. He concluded that he would like to revisit the Wastewater Department's budget review at a later date.

Councilor Lewis stated that he would also like all appointed positions to be reviewed at the next council meeting. Councilor Lewis stated that he wanted a better understanding of

how each of those departments allocated and justified their spending. Councilor Martinez echoed the sentiments made by Councilor Lewis.

Councilor Seeds stated that he would like to commence the Preliminary Budget Review at a later date possibly in the upcoming week. He suggested that Council continue on May 7, 2013. Mayor Alice A. Lucero asked if Councilor Seeds would like to make a motion to adjourn with a continuance on a suggested day.

Motion by Councilor Seeds to continue the meeting until May 7, 2013; seconded by Councilor Lewis.

Motion carried 6-0.

ADJOURNMENT

The meeting was adjourned at 7:58pm.

APPROVED AND ADOPTED THIS 12th DAY OF AUGUST, 2013.



Pessa Jo Mascareñas, City Clerk

Alice A. Lucero, Mayor