

CITY COMMISSION MEETING MINUTES
CITY OF TRUTH OR CONSEQUENCES, NEW MEXICO
CITY COMMISSION CHAMBERS, 405 W. 3RD St.
TUESDAY, MAY 3, 2017

CALL TO ORDER

The meeting was called to order by Mayor Steve Green at 9:00 a.m., who presided and Renee Cantin, City Clerk-Treasurer, acted as Secretary of the meeting.

ROLL CALL

Upon calling the roll, the following Commissioners were reported present.

Hon. Steve Green, Mayor
Hon. Sandra Whitehead, Mayor Pro-Tem
Hon. Kathy Clark, Commissioner
Hon. Rolf Hechler, Commissioner
Hon. Joshua Frankel, Commissioner (Absent)

Mayor Green asked to let the record show Commissioner Frankel is excused and will make every effort to attend this afternoon.

Also Present: Juan Fuentes, City Manager
Renee Cantin, City Clerk-Treasurer

There being a quorum present, the Commission proceeded with the business at hand.

DEPARTMENT HEAD PRESENTATIONS & FY 17/18 BUDGETS

Overview of the day's events/format – Juan Fuentes & Melissa Torres

Finance Director Torres began by presenting the overview of the days events and the basic overview of the budget. Their presentation is included in the agenda packet.

City Manager Fuentes wanted to emphasize is we want to make sure we are meeting the public and Commission's expectations for the next fiscal year. We want to make sure we are including those requests and the will of the Commission, as well. He asked them to jump to the page with the preliminary figures.

Finance Director Torres continued they wanted to highlight our estimated revenue. At this time its \$3,671,083, the shortfall is \$1.6 million, our net transfers are \$1.1 million, the preliminary expenditures is \$5.3 million. She showed the graph with the 9 year trend. She explained how the numbers for the Preliminary Revenues are projected. We have to be careful not to put unreachable numbers so we have conservative numbers.

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Transfers in are 32% of our General Fund and we are trying to wean ourselves off of the transfers. Salaries and Benefits are at 59% of our budget and 31% is for operations. She explained the transfers for certain departments for example, Phase 3 at the Airport has to be completed; and the Streets projects for repaving. Finance Director Torres pointed out the salary increases which represents some higher rates to help us be more comparable with other entities to draw employees.

City Manager Fuentes went over the FYE 2017 Projects that were completed and the FYE 2018 projects and where we are with those. Starting with this year, we completed the Healing Water's Plaza; Wastewater Treatment Plant – Phase 1; Fuel Farm – Phase 1; Landfill Closure; Water System Per/AMP; Electric System PER/AMP; USDA Vehicles & Equipment; Rodeo Arena Improvements (ongoing); Fire Dept. Admin. Office; Phase 4 of the Polycart Transition; FEMA Floodplain Update; 2015 LGRF Project; City Hall Roof; Louis Armijo Park Scoreboards (partnership with Rotary); Louis Armijo Little League Field; Airport Runway/Taxiway Improvements; Recycling Grant Equipment; and Electric Department Storage building (by June 30th). He continued coming up the list we have includes: Sims/McAdoo Rd. Rehab (local/private funding); Animal Shelter (local/state); Law Enforcement Complex (local); Wastewater Treatment Plant – Phase 2-A; (local/state colonias); CDBG Sewer Rehab Project (state/local); Fuel Farm – Phase 2 (state/local); Water System Phase 1 (federal/local); Fuel Farm – Phase 3 (state/local); Electric System NMFA Application (state/local); Dog Park (local); Water/Electric Meter AMI (local); Soccer Field (local); Ballfield Improvements (local); Turtleback Mountain Landfill (local); SJOA Legislative Appropriations (state); Local Govt. Road Fund Project (local/state); Broadway Sidewalk Project (state); USDA Water System Phase 1 (federal); Veterans Wall (state/local); Electric Capacitor Upgrades (local); Electric Testing & Maintenance (local); Electric Battery/Enclosure (local); IT Police Dept. Upgrades (local); IT Municipal Court upgrades (state/local); IT City-Wide (local); and New School Road Radar (local). Those are the projects we have on the list, and Melissa notified him that's not enough, so we will put more up there.

City Manager Juan Fuentes continued the next slide shows the city's debt as requested by Commissioner Hechler. We do have some high interest loans that are due for refinancing for instance the Police Department Loan, we have an outstanding balance of \$140,000 and we are looking at moving forward with the Law Enforcement Complex. But some of it our debt is so low that it's not worth refinancing it, we are just going to pay it off. He reiterated if the Commission doesn't see something on the list that has been discussed, to please let him know. They look as much as they can for grants, but the reality is grant funding outside of Water & Wastewater & Public Safety are very limited. This means we are going to have to get some low interest loans. The just got an email from the Clean Water Revolving Fund letting us know they lowered the interest rates to around 2%, so that would be great to go for some of our projects, but not yet because we are working on the USDA Application for Phase 1 of the Water System. It's hard to get away from loans, he let them know which projects may require a loan.

Commissioner Clark had brought up the cost of health insurance from the State of Utah that looks like it could shave off about 10%. She also said on the recap it shows \$812,000

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in debt service and the presentation shows \$635,958. So we need to take a look at that. It seems to her we have to be careful how much more we put on ourselves because we also have to be fiscally responsible.

City Manager Fuentes clarified where the \$812,000 in debt service is. He believes she was looking at the budget recap which is the estimate ending cash balance and is not the debt service. Commissioner Clark asked how many years we are set for debt payment. City Manager Juan Fuentes said most of them are still out 5+ years, with the exception of a small one for water that is just a couple of years.

Commissioner Hechler wants to make sure when we do the IT upgrades, we incorporate fully upgraded system so everyone could talk to each other and have similar software so everyone is on the same thing. He would also like to see more Christmas lights for the north and south ends of town and some that go across the streets. So we can welcome our visitor's on the outside of town.

City Manager Fuentes let them know the IT upgrades for the PD and Court will be specifically for them. The PD will be so they can do license checks and nobody can have access. The Court is also to provide security as well. But some of those will be networked so everyone will have access.

Mayor Green thought it might be useful to write an article to list projects completed in 2017 titled "your tax dollars at work" or "your dollars at work" to the citizens of Truth or Consequences.

Each of the following departments presented their budget. A hard copy of the preliminary budget they presented from and any presentation they may have submitted for the meeting is a part of the agenda packet at the Clerk's Office.

City Clerk's Office – Renee Cantin

City Clerk Cantin presented the changes which included an increase for the March 2018 Election and the addition of the searchable online Code of Ordinances fees.

Mayor Green asked about travel, City Clerk Cantin let them know it's under Mileage reimbursement, per diem, and training and split between those. Mayor Green asked if there is any piece of equipment that is missing that would make life easier for the Clerk's office? City Clerk Cantin said they got a new computer for the scanning station so a new scanner would be nice, but she didn't include it. She added some shelving for records is important and she does see a need for money for the records destruction. Mayor Green asked some questions about how long records need to be kept. City Clerk Cantin responded it varies depending on the record, but we are way behind. Mayor Pro-Tem Whitehead asked how much a new scanner would cost. City Clerk Cantin responded for a high volume scanner it would be between \$2,000 - \$2,500.

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Discussion was held related to travel and if it would be better for us to have a new vehicle for travel instead of mileage. City Manager Juan Fuentes let them know some prefer to take their own vehicles. It was also mentioned guests cannot ride in city vehicles. Discussion was also held about allowing employees to do actuals due to the increased cost of hotels and the daily per diem of \$85 does not even cover the room anymore and most employees pay out of their pocket to travel. City Manager Juan Fuentes added each department has the flexibility to transfer more funds to the travel line items and if they use it up in the first few months, they may have to take a city vehicle to save money. Commissioner Hechler asked how they go through the process of the amount of training. City Manager Juan Fuentes said for the most part it's the trend of how much travel was used before. Commissioner Hechler feels it's good to see the certification that goes along with that training. City Clerk Cantin added she does look very closely at the trainings they will be attending and explained the Clerk's Institute and Academy where three people were traveling and had to leave at different times so mileage would be required.

Library – Pat O'Hanlon

Ms. O'Hanlon presented her budget which has little to no change other than payroll has decreased by about \$20,000 because they adjusted personnel. Instead of running 4 Full Time and 1 Part-Time, they are running 3 Full-Time, and 3 Park-Time. The flexibility is really paying off. Their state accounts are fuzzy because of what's going on in the state. So far the Governor hasn't vetoed any state library grants.

Mayor Green asked about the other city's contributions and whether it's a combined contribution. Ms. O'Hanlon said that is the amount she has requested and it may or may not come in.

Commissioner Clark brought up the increase in health and insurance. The difference in health insurance is huge even with payroll going down.

Municipal Court – Beatrice Sanders/Margaret Clanton

Court Administrator Margaret Clanton presented their budget is pretty close to last year other than an increase in insurance.

Commissioner Clark asked if we have any idea why insurance has gone up so much. Finance Director Torres said our insurance is based on the rates for the State of New Mexico. City Manager Juan Fuentes added we pay 80% of the insurance for employees and some of the employees may have opted out of insurance and if we have a new employee and they choose to have employee plus family and that will show an increase. Commissioner Clark said that is a hit. Ms. Clanton added the AOC also went down. City Manager Juan Fuentes added those expenses are reimbursed by the state.

Service Center – Joe McDonald

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Mr. McDonald reported nothing has really changed, they can operate basically on the same thing they did last year. They have a few newer vehicles so they will have less break downs. They have cut down on mileage and oil changes which helped.

Mayor Green asked if there was any equipment that would be useful for his department to make it more effective or things we could do in-house because we have the capability but we don't have the equipment. Mr. McDonald said they aren't looking at purchasing anything new this year. He doesn't feel there is anything his department needs and the roof is doing well.

Commissioner Clark was concerned about the capital outlay from the last two years was \$19,000 and this year there is nothing. City Manager Juan Fuentes said in regards to Capital Outlay he didn't have any new requests. Last year he purchased the lift. He had a scanner previously that was separated between departments. Commissioner Clark was asking about some departments taking a cut to fund other projects. City Manager Juan Fuentes let them know this budget he commended the departments who have stayed within what they have. There is still a possibility for some adjustments. Joe said the reason he cut that out was because right now, he doesn't need any big purchases. Mayor Green added they wanted to make sure this wasn't reduced to pay for some Non-Profit.

Fire Department – Paul Tooley

Fire Chief Tooley submitted a presentation. He requested line item for telephone to be removed and put into the state fire fund for charges. He also reviewed the State Fire Funding, he is anticipating a carryover because of the changes where they may not receive any money until October or November. He also reviewed the addition of the New Administration Station which will bring more revenue, minus the payment for the New Truck. Capital Outlay will fluctuate according to what they receive and they will adjust the expenses according to that also.

Mayor Green asked under fuel if its diesel, Fire Chief Tooley confirmed they are all diesel. Mayor Green asked if buy the diesel through the Government Contract. Fire Chief Tooley said no, they buy it through a third party, Testin Chevron. And the reason is, there are times at 2 or 3 in the morning they will need to fill up. They had an account at B & H oil and it was a real pain.

Mayor Green asked for clarification on the math with the addition of the new Admin. Office. Fire Chief Tooley explained the amount and the difference which includes subtracting the truck payment. They worked hard to increase the revenue so they don't have to come and ask for money from the city. Mayor Green asked him to extend the Commission's heartfelt appreciation for everything they do to for our community.

Mayor Pro-Tem Whitehead asked about the traffic on Date St. and how we can make that a better area for an emergency. Fire Chief Tooley said the light has been damaged for two years and they finally got the Highway Department come in and take a look at it. They do have the capability of turning it red from their Fire Truck for about 45 seconds and then

it goes back to flashing yellow. Right now, it just flashes off instead of yellow. They are working on that. They would love to see that go to a regular stop light which they can control. Mayor Green said it was brought up at a meeting the DOT attended and they reached out to the Engineer in Deming.

Recessed at 10:19 a.m. and reconvened at 10:26 a.m.

Electric Department – Bo Easley

Electric Department Director Easley presented his budget. The Gross Receipts for yard lights and electrical has gone up a little bit. The Utility Services has gone up a little bit, they are doing more services for everybody. The Merchandise and Jobbing includes two big projects including the Hospital and the High School Fitness Center which should be starting somewhere around August. The Miscellaneous pole rentals, are TDS and Windstream, they are looking to issue new contract for that. Expenditures basically stayed the same. Maintenance on vehicles has gone up, and they bought a new bucket truck this year. Safety equipment went up to purchase newer equipment this year and telephone went up to add a cell phone instead of using his personal. Franchise tax has gone up because of the agreement with Williamsburg.

Mayor Green asked about the franchise tax, he knows we supply Williamsburg and we're responsible for the maintenance of the poles and wires involved in the delivery. He asked why Franchise Tax went from \$2200 to \$18,000. Finance Director Torres said one of the things is we are collecting more. Our billing is collecting more money from our customers, so we turnaround and show that as an expense. Mayor Green added so they are charging us to come into their community, a certain franchise tax on the billing. Finance Director Torres confirmed it is being added to the customer's bill. City Manager Juan Fuentes added it's not coming out of our pockets. Finance Director Torres added it's what we collect we turnaround and show it in expenses. Commissioner Clark asked if the pass-through is built in the Utility Services and goes out as Franchise Tax. City Manager Juan Fuentes confirmed that is correct.

Commissioner Clark asked for clarification on the more for Utility Services. Electric Department Director Easley let them know it's for new meter cans and water. Commissioner Clark also asked Electric Department Director Easley to explain the Merchandise and jobbing. Commissioner Clark then asked about what we were paying interest on and there is no more for this year. City Manager Juan Fuentes said they will check on that number. Last year they included a number of investments that we had for Electric. Discussion was held about an estimate for the Hospital and Fitness Center. Finance Director Torres mentioned one of the new rules they learned at the DFA training is until a project is signed, sealed, and delivered, we are not to put it in our budget. At that time we will bring it to the Commission for approval.

Electric Department Director Easley went on to bringing back training for his employees. To become a Journeyman it's a 4 year class. He went over the cost of tuition and books. They would move from Apprentice to 3rd Class, then 2nd Class, then 1st Class, then

Journeyman Electrician. For all three people they are looking at a little over \$3,300. They want to buy a F150 for the Meter Reader Truck, he has already bought two trucks this year and is working on getting their Fleet upgraded because it's in really bad shape. They also need a new Vector Truck for the Water Department. They are in the process of putting up a new building to reconstruct the current building into offices and a conference room. Tesla is coming in to put in a charging system at the Holiday Inn. We wanted to put it in downtown, but they want it at the end of town so people have an on and off the highway to charge their vehicles. He also wanted to look into an electric car to use for training and building a charging system to put around the Healing Water's Plaza. City Manager Fuentes added if you looked at the city we are rather compact and these vehicles would be a great benefit in not having to use fuel and we would pay ourselves back for the electric. This is a beginning proposal to see if we want to move forward. Finance Director Torres added for Administration we have two vehicles, the Taurus is at 1990 and the van is 2000. This would be a great thing to get new vehicles.

Commissioner Hechler asked if there is any potential to move the facility to another location that is not in the middle of a housing area. City Manager Fuentes says he's brought that up, but it goes back to where we get the money. He talked about a consolidated facility by the Service Center for all of the Enterprise Departments that may also be able to share staff and support each other. There is also space by the Wastewater Treatment Plant that could be used. That would be a combination of in-house financing, and loans. So he agrees with him 100%. Commissioner Hechler suggests that we put something like that together 4-5 years down the road. Electric Department Director Easley said his only problem is the substation is right there, so the location works for them.

Mayor Green complimented Electric Department Director Easley and his staff for putting money in to get them certified and give them an opportunity to increase their work skills and possibly for promotions. He asked City Manager Fuentes if there is a direct correlation of a decrease in our budget for them getting certification. City Manager Fuentes responded it could affect the NMSIF experience modifier. Mayor Green asked if we have any type of reward program to make staff understand that if they are safe and cautious they have the power to make a difference. City Manager Fuentes said through the trainings they offer he feels they are aware and there is not a widespread carelessness in any department. During evaluations we emphasize the importance of safety training and that makes a difference.

Sanitation & Recycling – Andy Alvarez

Sanitation Director Alvarez gave his presentation which is part of the agenda packet. He's looking at two new Supervisor positions, one is the Sanitation Supervisor, and another one for the Scale House position.

He began with the 505 Account which takes care of the Solid Waste Department.

He reported on the Govt. Gross Receipts TR-Joint Utility which is 5% GRT from Business in the City; Utilities Services which is Revenue from Trash Collection from Residential and

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Commercial Business; Non-Payment Penalty 8% which is Revenue Collected from Late Fees and Red Tag Fees; and Misc (Recycling) which is Revenue from Vendors who pay us for Recycling Material (Metal, Aluminum, Shredded Paper, Mixed Paper, & Cardboard).

Sanitation Director Alvarez added the revenues are up because of the collections and the Village of Williamsburg. The in-house dumpsters have been nice and have people on staff who can repair them. He change shift times to save money on expenditure for overtime. Mayor Green asked when you make that decision to change hours, how do you notify the public. Sanitation Director Alvarez confirmed we do PSA's through the Sentinel and the Herald and they can put it on the bill. Commissioner Hechler also suggested that we post the days and hours we will be closed on the Website.

Sanitation Director Alvarez went on to the 507 account which is the Collection Center. He explained each of the Revenue items which are included in his presentation. Revenues are currently up this year.

Mayor Green asked what we have done with all of the dumpsters we have taken out of the alleys. Sanitation Director Alvarez responded a quite a few of them were sold in the auction last year. The majority of what is left is at the collection center and they are going to refurbish them instead of replacing them new.

Sanitation Director Alvarez continued some of his goals are to replace one of his side loader dumpster trucks. The oldest is a 1995 and two are in the shop and two are in the field. He needs three to keep operating. He has a price of \$170,400 which is something he's got to have. Now that he's down two trucks he is going to start running a cardboard route until they are up and running. Mayor Green asked what he does with staff who don't have a vehicle to keep going. Sanitation Director Alvarez responded they work on the yard, clean weeds, paint, and he keeps them busy.

Mayor Green asked when they will be working. Sanitation Director Alvarez said one should be ready next week. Older trucks can be taken here and newer trucks need to be shipped to El Paso.

Sanitation Director Alvarez continued one of his goals is to get some property for a composting facility. He would like to keep a lot of this green waste from going south which would save in transportation. He explained the process to get this done. He also needs a nice sized chipper to save some money. Also in the future a computerized scale attachment for the poly cart truck for weighing residential waste to lessen the customer cost and help to implement curbside recycling. He explained how it works, it will let them know the weight of the trash so they can keep the cost down to help them increase recycling. They also need a second backhoe, one works six days a week, all week long. If it goes down he has to borrow one and it can be costly. Traci is help and look at a USDA grant to assist in purchasing one for them. He also mentioned a GPS System for the Trash Trucks for time management, fuel consumption, preventive maintenance, and location where they will be able to track the trucks. He is looking at a company that

contracts for around \$3,000 a year which would help him track the trucks to see where they are at. If they stay on their routes, he can save gas, wear and tear on their tires, etc. Mayor Green asked if he is hearing that he feels not all members of his staff are giving him 100%. Sanitation Director Alvarez responded when he gets a Second in Charge he will be able to send him with the drivers to make sure they are making it through the routes in a timely manner. City Manager Fuentes added this system will just maximize the routes and is a management tool a lot of services are implementing. It will help to better manage their resources. Sanitation Director Alvarez added he will be looking for funding for the BLM Landfill to restore it.

Commissioner Clark asked 507 nothing for maintenance vehicles and 505 has plenty for vehicles. Sanitation Director Alvarez responded, the 507 will need maintenance line item in there. Right now, maintenance is coming out of the 505 and needs to be moved to the 507. It's for everything.

Mayor Green noticed on diesel fuel, it's down almost \$9,000, he wondered why he is projecting a smaller amount. Sanitation Director Alvarez responded in looking at his budget he didn't use that much last year and it was moved to another line item. Finance Director Torres responded with information about the accounting line items. When working with the departments we went over what it should have been moved to instead of doing it in the middle of the fiscal year.

Mayor Pro-Tem Whitehead had a question on 505 Dues & Subscriptions has a big increase. Finance Director Torres responded it is used for the bonds and was one of those lines that was in the wrong accounting line so they made that adjustment.

Police Department – Lee Alirez

Police Chief Alirez presented his proposed budget. The presentation is part of the agenda packet. He talked about Community Orientated Policing and Problem Solving. "*A philosophy that combines traditional aspects of law enforcement with prevention measures, problem-solving, community engagement, and community partnerships to address quality of life issues*". He also talked about the broken window theory where you consider a building with a few broken windows. If the windows are not repaired, the tendency is for someone to break a few more windows. Eventually, they may even break into the building, and if it's unoccupied, perhaps become squatters or light fires inside. That is something we have seen here. Consider a vacant lot or property. Some litter accumulates. Soon, more litter accumulates. Eventually, people will start leaving bags of refuse and the area surrounding this will eventually mirror this property. Some of these scenarios sound familiar in our community. There has been serious discussion of joining Code Enforcement with the Police Department starting in July of this year. This would be a welcomed addition, and falls in line with our Community Orientated Policing Philosophy. Whether or not people have paid attention or noticed, we have already engaged this. We have seen a very impressive property declines in the last seven months. That's because we are doing something different, our cars look professional, our Officer's look professional, they all have the right uniforms. When they get out of their vehicles they

look respective and that helps with Community Orientated Policing. It was not unusual to have people under the influence of drugs walking around here at night. If they are walking around at night they are looking for opportunities. You won't find that now, because they will find themselves in contact with one of our Police Officer's. That all goes into Community Orientated Policing. Including Code Enforcement, where they would be responsible for working with other departments in taking care of these issues. Ray would be held accountable for updating the software and doing letters daily. In short they would work hand in hand in getting these areas cleaned up in a timely manner. It's an unreasonable expectation that one person can handle all of it on their own. He believes this concept will work and Ray seems very motivated to get this started because now he will have a small force to accomplish this. It is a team effort but the biggest part is we have transitioned to having great uniforms instead of used uniforms that may not fit. This budget he proposed there is no pay raises for the Police Department because we have a lot of projects and need to stay thrifty to stay with those projects. He's talked to his staff about better ways to create a retention policy. State Police are offering an \$8,000 starting bonus, \$24/hour to start and allowing them to stay in their area. That's pretty hard to beat, however he is confident we can create incentives to keep them here and have a huge impact on the morale basis. He has done optimal scheduling with has been appreciated. There is no major changes expect Animal Control and Code Enforcement. He also added \$130,000 for Capital Outlay for the purchase of three new vehicles. Two for Animal Control and one for Code Enforcement.

Mayor Green asked if the Sheriff's Department also trying to recruit and take some of our staff away and how do we fight that. Police Chief Alirez responded although it would be quite an honor if we had that problem, but they have not. He has one now that has been recruited to the State Police. Part of that retention is keeping that morale and providing advancement to them. The thing that was enticing to him is \$24/hour and an \$8,000 signing bonus. He's so happy we have not been losing 7-12 officer's a year. To have a group of people who look at is as a career and not a stepping stone has been a challenge, but we are there.

Mayor Green asked about using part of the ¼ of 1% GRT to keep them here. Because we don't want to lose that talent in becoming a training force and not a police force. City Manager Fuentes responded the Chief has done a great job in staying within the budget, but the City Commission approved the GRT and the General Fund was providing x amount of dollars and above that is the GRT. It was not just for salaries, it was for equipment and other things like the Animal Shelter. So he just wanted to make that very clear. Again the Chief has done an incredible job in using some of the resources he may have. Police Chief Alirez is looking at a transition in the department of Officer's who are looking at retirement and he's confident that we have the staff and talent within our ranks to fill those positions. He explained some of the changes in positions they will be looking at which will create a great potential for movement within the department. One of the things that have allowed him to be thrifty is not having turnover. They are now at competitive wages and make more that the Sheriff's Department which will help us retain them. He explained they have truly become a family and you will always see at least a handshake when they enter. Going back to retention it's important and he believes we

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have the resources to keep them here. He reported on the personal touches they have worked hard on.

Mayor Green asked if he has heard anything Elephant Butte knocking on our door for Police Services. Police Chief Alirez responded he has, but nothing official. Also there is another option to call the State Police to find out what it would cost them for those services. He would not even entertain a meeting without keeping the City Manager critically informed or putting it on his plate. He is happy where he is and he would highly encourage them to contact the State Police.

Mayor Pro-Tem Whitehead asked about Professional Services, there's an increase. Police Chief Alirez explained the difference. We are going through some growing pains with our IT. Bob Hupp worked with the best that he had, however, they did not have a budgetary line to address the needs and concerns. He put that in there now so in the event it's needed, we will have it there.

Commissioner Clark asked about the difference in the wages. She asked if this was because he has been able to fill the positions that are vacant and now we have the full staff we need, or an increase to the people. Police Chief Alirez responded it represents an accurate figure, the only change was a part-time position. He explained it's based on an 83 hour pay period and the overtime budget. They have a lot more special events to include to utilize overtime hours. He explained some of the special events they included. Commissioner Clark asked for clarification that these 16/17 numbers could actually change. City Manager Fuentes confirmed this is just the preliminary until we do the final. Commissioner Clark commented on the State Police trying to hire people, she's concerned they will try to hire Chief as a motivational speaker. Police Chief Alirez is honored and takes that as a compliment.

Mayor Green noticed health insurance went from \$8,000 to \$30,000 is that because of the transfer of Ray. Police Chief Alirez said yes and also the Animal Control Manager that's an estimate that could change. That's because we went from 2-4 and the salaries and benefits.

Commissioner Hechler asked if Code Enforcement will be moving there. Police Chief Alirez confirmed and he will be able to have help so he won't be working alone anymore. He will make sure Ray is generating those letters to be sent out. He explained the process they plan to use. Our job will be to assist them.

Commissioner Hechler also asked if there are other opportunities for them to earn overtime for a little extra money that we don't have to pay for. Police Chief Alirez said yes, he has been in contact with the U.S. Marshalls Office. They had a Garth Brooks concert and they got the first call for the Officers who were off duty to go and they paid for it.

Mayor Green brought up Prisoner Care and transportation to Deming. Police Chief Alirez responded it is not 100% on our dime. We have a contract with the county, our job stops

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when they are accepted here at what used to be the Detention Center. That's why the whole issue of indigent care came up. We have provide Medical Treatment or access to that treatment, if they have high blood pressure or diabetes, or some medical condition. But once they accept them, we are done.

12:00 P.M. LUNCH BREAK

Recessed at 11:59 p.m. and reconvened at 1:16 p.m.

1:15 P.M. RESUME PRESENTATIONS

Water & Wastewater – Jesus Salayandia/Arnie Castaneda –

Water & WW Supervisor Castaneda gave the presentation. Both presentations are part of the agenda packet. They started off with the Water Department. They have six employees responsible for the production of potable drinking water; maintenance and repair of water distribution lines; meter reading; maintenance of wells, booster and storage facilities; and monitoring and testing. They can now say they are an award winning system. Their projected revenues just hit the \$1 million mark. They are trying to present an increase in rates just like they did with the Wastewater rates and it will be presented to the Commission. They want to track the sale of water to Williamsburg. They want o add a line item so next year they can actually give numbers next year on the breakdown. Their employees were presented and they are well staffed as far as certification is concerned. In personnel, they made some changes between Water & Wastewater. When he first sat down with Jesus, there are a lot of things Water and Wastewater share. They transferred Ruby from Wastewater to Water, although she works under both departments. They do have a vacant position which will eventually be under the Utilities Office to do meter reading and other duties. We only had a 4% increase even though we did the switch over of one meter reader.

Water & WW Director Salayandia went over the salary requests. They recently had one employ who obtained is Level 1 in Water so they are going to get him a little money. They transferred Ruby from Wastewater to Water and they share that employee. She has been a lifesaver and recently she got more involved in our reporting and is very deep into all we need to get done electronically and is well verse with the State Engineers office and the NMED. She is worth a lot to us and he's requesting an increase for her.

Mr. Castaneda continued they did a lot of streamlining on both the Water and Wastewater and some of the cost sharing in utilities or supplies, such as, pipe or fittings. They have a slight increase of 4% but they try to keep it as close to the previous year as possible. They are pretty steady. However, they are requesting three Ford F150's (\$66,464), their newest vehicle is a 2007, so it's time to upgrade the fleet. When the employees take the trucks out to a water leak they need better vehicles. They also need a new Vactor Truck which needs to be retired for a price of \$182,500. Total Capital Equipment Requests are \$248,968.

Mayor Green asked about the potential rate increase which would be presented to the PUAB. Will the rate increase be enough to accomplish the purchase of the equipment? City Manager Fuentes responded as they did with the USDA funding for Wastewater, they

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will require a Rate Analysis to be done. When we did the water we gave a little bit more so we would have a little more room. We will take a similar approach with the Water and do the analysis\ per USDA requirements.

Commissioner Hechler asked about what the rate increase who be per household. City Manager Fuentes responded it would depend on the rate analysis. Right now it doesn't have an automatic annual increase built in. That hasn't happened for a number of years.

Commissioner Clark said if she recalls correctly that we could go through the process of increasing the rates provided we didn't go over a certain percentage without have to go through the USDA analysis. Where she is going with this is if we need the capital outlay for the Vactor Truck and the Electric Department already has the money in this year's budget and you guys don't, and we could go ahead and do it without losing that time, then we might want to consider what happens if we go ahead and do a 4% raise and the 1% every year that we can do and would it be enough to cover the cost of this truck. She is suggesting we could have the Electric Department front the money for the Vactor Truck and put the 4% increase without having to go through the USDA process.

City Manager Fuentes responded the way it's proposed in the preliminary budget, the Electric Department has his own expenses and his own projects. Commissioner Clark is just trying to propose we could very quickly put in that 4% increase through the Commission without going through USDA. City Manager Fuentes feels we are missing the process. If the Commission approves and says we want to contribute a portion to the Vactor Truck, then under their ending cash balance, the Water Division can provide that. They have enough to pay for half of that truck. If we want to increase rates now, that would be great but USDA will still require a rate analysis. Commissioner Clark said that will be a process and a timely process. We could go ahead and raise them now if we wanted to. City Manager Fuentes is saying they can fund their portion of the Vactor Truck through their own funds without taking additional money from Electric. Commissioner Clark said she wasn't asking to take more money out of the Electric Department, she was just suggesting if we could raise it now, there might be more capital or extra revenue coming in to the Water Department for them to fund their portion. So if we put a pencil to it, it might be a good idea to bring this to the Commission and knock this one out. City Manager Fuentes reiterated but the money is already there Commissioner. She asked so they have the money in the bank already to do this and City Manager Fuentes confirmed that. Commissioner Clark added so then the idea of raising the revenues is not coming through too clearly because she's understanding that raising the revenues is to get this capital outlay. City Manager Fuentes clarified he thinks Arnie was looking at when he mentioned the rates was the revenue portion which didn't increase much but going into next year with a possible increase there will be more money there. Commissioner Clark asked what the cash balance is? City Manager Fuentes referred them to the first page of the budget under 504, the beginning cash balance for them is over \$465,000. He asked them to keep in mind that we are going after the Water System Improvements, Phase 1 which may require some match of local money. They might have other means as well. All of that has to be factored in to find the funding to provide that. So if it's a one-time expense we can take it out of the ending cash balances. This is going

to be their number one request to purchase that. He explained the process and how staff finds a way to fund the priority. If you spend all of the ending cash balance on the capital outlay requests, you might need some of the Water Project. Commissioner Clark is still concerned we pass the budget for half of the truck instead of the whole truck. City Manager Fuentes responded it would not be half funded, it would be funded completely. Commissioner Clark went back and forth with City Manager Fuentes on this issue and the selection of a capital outlay projects. He added at the end of the day, it's about what resources we have available. If we use all of the ending cash balance, we will have very little reserve for a project or an emergency. Water & WW Supervisor Castaneda said that is where we are in knowing we need this piece of equipment and we are referring to the City Manager and Commission

Mayor Green asked about the water tap fees on page 51 revenues. Somehow he was expecting a bigger number than \$2,700 because of the Alzheimer Build out at the Veterans Home. What about all of those taps? Water & WW Supervisor Castaneda responded he thinks we have built and it is completed but you won't see that this fiscal year, it will be next fiscal year. Mayor Green asked if we have collected that money yet. City Manager Fuentes said we have not collected it but it goes into a separate fund. That column in your budget doesn't show actual activity, it will be in the final. Water & WW Supervisor Castaneda said other than that there will be few connections for those revenues.

Mr. Castaneda continued with their projected revenues. Without the capital outlay they will still be in the black to keep it from being funded with the actual budget.

Water & WW Supervisor Castaneda started with the Wastewater Dept. Their projected revenues are also above the \$1 million mark. About a 16% increase in projected revenues is included. They will be adding a line item for Williamsburg sewer as well and the sales revenue to break it down for next year's budget. He explained they have six employees and their responsibilities. And each of their certification levels. Again, they moved Miss Ruby from Wastewater to Water. Water & WW Supervisor Castaneda explained the Wastewater Treatment Plant upgrades from this fiscal year. There are intricate parts they are still projecting on that. They are working on cleaning up the purchase so they come out of the right fund. They still try to keep budgets close to the same as last year. There is a only a 5% increase in their budgets.

Mr. Castaneda went on with their capital requests. They are requesting two new trucks. One of the newest vehicles are from 2007 so they need new ones. He's been bugging other departments about getting their used vehicles when they purchase the new ones. Mayor Pro-Tem Whitehead asked why they buy Ford's instead of Chevy's? Water & WW Supervisor Castaneda responded because they are \$5,000-\$6,000 cheaper and off of the State Contract.

Mayor Green wanted to follow up on City Manager Fuentes's point of buying electric. He asked if there is any other possibilities in looking for a electric vehicle. Water & WW

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Supervisor Castaneda said he was probably right in looking for a hybrid or electric car. But he was looking for upfront cost.

Water & WW Supervisor Castaneda went on to old equipment such as the Telescoping crane and body and a new Boom Truck. They can put the crane and body on an existing truck so the cost would only be \$25,000. They also need to do work on Well #2 and #3 which is non-potable water which has a lot of minerals and clogs up the screens. Every so often they need to be pulled and cleaned. They are shallow wells at only 65 ft. so we need to pull them, clean them, and put them back in there. This water is used for irrigating the Golf Course. If we don't meet the requirements for the effluent and right now we are down and don't expect the quality to change anytime soon. But we will need them eventually. So the cost for pulling them and doing the repairs will be approximately \$21,000. So the Total Capital Equipment request will be \$90,312.00. With the projected revenues, including the transfers out, personnel, and operating expenditures, minus the Capital Outlay Request, they will still have over \$100,000.

City Manager Fuentes appreciates the work Arnie and Jesus have done on this. He explained the Directors of these utilities have been doing a great job in looking at what their needs are and how they can pay for them. If there is a project they have to match or equipment they need. As the year's go by, they have to look at how they are going to fund their requests. It just means they have to be more mindful of the ending cash balance. Water & WW Supervisor Castaneda added that's why they presented the Water first and then the Wastewater. Water & WW Director Salayandia added this is the first time we have ever been in the black for the Wastewater.

Mayor Green had a question about the Chevrolet Dealer in town and not a Ford Dealer in town, but we all want to support local businesses. Is it legal to go to Whitehead Chevrolet and see if they can meet the price. City Manager Fuentes responded we can go out and get quotes, but what we cannot do is get a quote that is x amount of dollars, and take it somewhere to see if they can give you a better price. What we do with all vendors and contracts is contact them to say give us your best deal or quote and if they are the lowest quote then we go after that. Mayor Green asked if it's a normal course of business to bring in our local businesses in for a quote. Finance Director Torres said you will have to provide the correct specs for each vehicle. So if it's a Ford there will not be spec for a Chevy. Water & WW Supervisor Castaneda said we have to follow the Procurement Code no matter what we are purchasing. Mayor Green added for an economical stand point and since we have a dealership in town, it would be nice to use them. He senses it's the will of the Commission whenever it's possible to give our local businesses the opportunity. City Manager Fuentes asked if that is the will of the Commission then we could require any purchase of vehicles to be published. Finance could come back with a resolution that will memorialize that policy. In certain departments they like Ford and in other cases, they like Chevy. But the policy by the Commission would be that we want Chevy because that is what we have here. And anytime we want vehicles we would have to come up with specs of what we would want and would have to reach out to other dealerships for Chevy like Las Cruces or Albuquerque. Mayor Green added that's why Southwest Airlines have one airplane. And to Melissa's point, sure our

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GRT is up because of the Alzheimer, and it is not always going to be up for our GRT and anything we can do legally to support our local businesses, that's what we should do. City Manager Fuentes said our staff does what they can to maximize their budget and that's why they go for state contract because they can get a better deal. But if that's the will of the Commission, we can bring a resolution to do that. City Manager Fuentes added a lot of time staff does the best they can with what they have to work with. That's why they use the state contract because the cost is better. Mayor Green would like that to be put on the next agenda for discussion and maybe we can coordinate when departments are looking for trucks. Finance Director Torres wanted to notify them Andy did get his three quotes and the Ford they got is pretty comparable to the Chevy and they got a good price for it.

Commissioner Hechler added if we are operating in the black, why are they requesting a rate increase? What he is hearing is we are operating ok, and we are able to save money. So shouldn't we wait another year and see how we end up with cost saving measures.

City Manager Fuentes responded in the Wastewater Department we are only operating in the black because of the last rate increase. For many years we were subsidizing the Wastewater. And it's already built in the ordinance so it's an automatic increase. In regards to the Water, you can see \$42,000 in the black which is not a lot when you have infrastructure. We are now trying to focus on the funding for the water system which will be a high priced ticket item for the Cook St. pump station which is just a start of what they will be presenting to the Commission for improvements. He added even if it was \$100,000, it's not enough. And one thing that is not in there, although he appreciates Jesus thinking of staff, those increases do not include all of the staff. When we start chipping away at that \$42,000, we won't have that much money left. One of the things Arnie picked up on is we have a lot of old water lines that we need to be replacing.

Commissioner Hechler said if that's the case he would suggest we bite the bullet and consider building in a small increase every two years. Instead of waiting a long time and asking for a bigger increase. Mr. Castaneda wanted to add these enterprise funds are aging and getting old. We cannot afford a big project ourselves. And what the funding agencies want is to make sure the system can stand on its own once it's done financially. That's why USDA does a study on the rates to make sure it's enough for the city to pay back the loan component or for maintenance.

Commissioner Hechler said another thing he noticed is why are we buying five vehicles in one year when they should be spread out? It's more expensive to buy five at a time. Water & WW Supervisor Castaneda reminded him that is for two separate budgets. But they are at the point where nothing has been done for so long, that they need to replace them. Commissioner Hechler would consider that down the road so we don't have to do it all at once. He also asked what we will do with the vehicles that are being replaced? Are they going to the auction or what will happen to them.

City Manager Fuentes responded once the new vehicles are in service we are looking at the needs of other departments and will transfer when we can and then put that

departments old vehicle in the auction. Even the Police Department will potentially have vehicles to transfer to other departments. That's how we have been trying to provide some new vehicles to other departments.

Mayor Green said he thinks the minimum billing for water is about \$9.00 per month. It would be like a \$.40 increase a month. This increase would really be pennies. Commissioner Hechler added the reason for the question is to get these things on record. Mayor Green thinks the citizens will see where the money is going so we can fund these major projects. Everyone has got to do the best they can.

Mayor Green added he senses the direction the City Manager is going. It's so natural for these two departments and it's an outstanding move to put Ruby's position in the other department. He said they are to be congratulated for their work.

Public Works – Don Armijo

Public Works Director Armijo started with the Parks and Recreation Department. The highlights of his presentation are included in the agenda packet. They are looking at turning two of the Part-time positions into Full-time positions so they can cover the weekends also.

Mayor Pro-Tem Whitehead asked why the health insurance has gone up 3732% on page 17, it went from \$266 to \$10,193. Mayor Green wonders if that was a typo. City Manager Fuentes responded it should be a couple of thousand, we are taking two part-time employees and moving them to full-time. Mayor Pro-Tem Whitehead said but we do need to check that because it should not be that much of a difference. Public Works Director Armijo added it could have been because some of the spouses were in with the Veterans Home and they have benefits so our guys.

Mayor Green asked when someone rents a park, the revenue for the clean up after the event falls on this department. So does the revenue get credited to this department or does it go to the General Fund? City Manager Fuentes confirmed it goes to the General Fund. Mayor Green then asked when we provide a service to a non-profit, for example, Fiesta, does the overtime expenses for staff, do we just bite that bullet and is it just a part of the service the city performs or does that department have the right to bill that organization for the cost of that service. City Manager Fuentes responded we try to help the best we can, and any expenses for Fiesta, the Parks Dept. has been out there picking up trash and now that we implemented fees for reserving the parks, those do not cover all of the expenses but it will help with some. If they want additional services, we will probably have to say sorry, we can't help you. But other upkeep and assistance we give them, we incur the cost.

Commissioner Clark added last year we only budgeted 455 for health insurance. Somewhere in there we passed it somewhere in the budget so it was a good catch. Public Works Director Armijo said it could also be for the time we didn't have someone in that position or if we transferred one from another department.

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Public Works Director Armijo presented the operating expenses. And mentioned Ms. Franke has been looking at what we can be doing in a better manner

Mayor Green said he can understand recreation supplies and catching up. What he can't understand is the Maintenance Vehicles are up to \$10,000. Do we have vehicles that are so old, they are in the shop all of the time? Parks Supervisor Franke confirmed that is true, they basically have a vehicle at the service center all of the time. They've replaced two fuel pumps since she's been here in five months for one truck. We've replaced two batteries in one truck and she's asked why and if it's something else. One of our newest trucks is having multiple problems. We have had wear and tear on our fleet and their ATV is old and the shifter has been re-welded a couple of different times too. Even with the mowers they only have one good mower and need to have enough for the parts to keep it going. A new mower is one of their requests.

City Manager Fuentes said for so long we didn't have a good sense of a true picture of where we were and she is trying to go into next fiscal year with some history on where we are with them. This includes what do we need, what do we have, and where do we want to go.

Mayor Pro-Tem Whitehead commented we have employees who have been here for a very long time and have operated these businesses for a very long time. And all of a sudden we hire a new Supervisor who everyone says is doing a great job, but we have great big increases. We have astronomical increases and she asked why was this never pictured before? City Manager Fuentes responded the reasons they weren't presented to the Commission before was because in the past we've had the supervision where we just looked at keeping up with what we did and now we are getting the picture of what needs to be done. Mayor Pro-Tem Whitehead asked why we didn't get that picture before. City Manager Fuentes responded because it wasn't brought to the attention of staff. We always relied on what needs to be done. Gloria now is getting assistance from some of our contractors for maintaining the plaza and Evelyn Renfro, and they are doing a good job, and that's factored in here. We are going to be looking at how to maintain the sprinkler system out there; we are doing the ball fields which need to be worked; equipment needs to be assessed; rodeo grounds need to be worked. Those are all things that throughout this time, we've done complaints about the condition of the fields, over and over. And now we are getting to the point of really addressing some of the needs, but it's going to require these additional resources. Public Works Director Armijo added every time we asked, if you stopped by to look at the parks a number of them are weeds. Now she's buying the chemicals we need, getting the licensing we need to apply it. Basically the things we were using would do just one park and now to make everything run right, she has a better picture of what we need to get it done.

Mayor Pro-Tem Whitehead asked them to explain contractual services. It went from \$11,500 to \$35,000. We have a contractor that's doing all of our parks and weeds and why aren't we doing it ourselves.

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Parks Supervisor Franke said the contractor services is split up into three parts. The Port-a-potties at the Tennis Courts, the Gun Range, and Rotary Park. It makes sense if you look at how much they would be running around to take care of those. Also the other reason was before they weren't coming out of the right line item numbers. The Veterans Wall was coming out of field supplies. Then the basic contractors that help out with the Plaza, they have been a great asset and she has been learning a lot from them on what's needed because of their background and experience. She feels the downtown should be the most addressed because that's where people visit and it should look the best.

Commissioner Clark said the field supplies, and dues and subscriptions, she wondered what that is. And if it were her from \$2,000 to \$10,000 for maintaining vehicles, wouldn't it be better to put a Capital Outlay and get you a couple of new pieces of equipment and go back to the \$2,000 and put in a new truck purchase request and a new ATV. She remembers having the conversation about doing more with parks. So it has been heard. She is very impressed with how they look now as opposed to two years ago. So to Mayor Pro-Tem Whitehead it seems like an extravagant increase but maybe it should have been done two years ago. Again she would like to put money for equipment and keep maintenance down. City Manager Fuentes asked them to keep in mind these are funds in the General Fund, so they have limited resources and it's hard to find that balance. He had the same tough questions when they met with staff on this and went through the same things. Our goal is to try to improve the ball fields, there's a big patch for the soccer fields and he's expressed interest in getting that done. Commissioner Clark's question is if we go ahead and do this, this year, and make that upgrade, will we have less expense in the maintenance. Parks Supervisor Franke responded she understands what she is saying, it does make a difference but you still will have to put the seed and the mulch on the field. The other thing is getting with Jesus to use some of the material they have for fertilizer, but you have to be careful with the sprinkler system. For the most part, some of it should decrease after it's established. It's always going to be a never ending battle. Public Works Director Armijo would step out on a limb and say it wouldn't decrease, once you get one park seeded and fertilized, there will be another field or park that will need to be done.

Commissioner Hechler added what we are experiencing is sticker shock. When you have neglected something for a period of time, it will take more to bring them back up to par. But this is a more true picture as to what it will take to maintain these parks and you're still understaffed. He would like to see them request a new vehicle for capital outlay. And a new ATV. We should try to take care of our employees the best we can.

Mayor Green mentioned if we were to take that \$10,000 projected and if you take the \$3000 each year you would eventually have a new truck. He agreed with Commissioner Hechler this is the blood that keeps this community alive. He's sorry and is concerned that the lines of communication broke down in the past so the Manager never got a true picture of what was needed. He is glad and thankful they are getting a handle on this and getting real numbers to move forward. It's visual to the citizens.

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Finance Director Torres added the numbers you are seeing are the approved numbers from 2015-2016, but as of April she was already over that budgeted amount. She had to figure where she was going to take that from or to move it to the accounting line.

City Manager Fuentes mentioned towards the end of the presentation, he would like the Commission to make a note and add the items that we can at the end of the presentations. Electric, Water, and Wastewater are different because they generate funds. The other such as Parks are in the General Fund where they don't necessarily generate funds. We need to take a look at it and see how we can make it work. And include possibly transferring vehicles.

Commissioner Hechler mentioned when parks would get ATV's they were able to use those on State Roads to travel from one place or another. He asked if they were street legal and able to use on city streets. Public Works Director Armijo responded he wants to say yeah because of Golf Carts. City Manager Fuentes said that was just for Golf Carts and the state passed a law where a municipality can adopt an ordinance to allow off road vehicles but it's not a very popular issue. Mayor Green believes it falls under the Golf Course ordinance that you cannot drive on Date, Main, or Broadway, but you can cross those. Public Works Director Armijo said it would be something to check into, so we will be legal.

Subscription and dues is for Tyler and the IT Contract. Finance Director Torres added that determination is that Administrative Services will take that cost now.

Public Works Director Armijo added we did have a couple of capital outlay for a new grasshopper and an ATV.

Cemetery

Public Works Director Armijo reported everything there was the same unless they have any questions on those. Finance Director Torres reported that one is hard to do a projection because it's just the revenue coming in and out, so we just estimate it. Mayor Green asked what utilities we have for the cemetery. They responded that's the water. City Manager Fuentes elaborated a little on the numbers for that budget.

Facility Maintenance.

Public Works Director Armijo presented the budget. The wages are showing a 9% increase because of one of the personnel we moved and transfer it in there. He explained the other highlights of their budget.

Mayor Green asked where the swimming pool expenses are. Public Works Director Armijo said it's in a separate budget.

Finance Director Torres wanted to remind them the numbers are not the final numbers, they are based on this year's actuals which we won't know until the end of the year. She

also explained the differences in insurance between one employee or employee plus family. This is just showing what was approved and not was is being spent at this time.

Mayor Green asked if there is any piece of equipment they need. David Johnson responded as far as equipment they are in good shape, but they do have a need for capital outlay and a Vector Spray Equipment which is past it's time. Mr. Johnson said the good thing is we might be able to get funding for that because of the zika virus. It's an open grant until that problem is taken care of. He added the other request is for a sound system at the Civic Center. We constantly have complaints on our current system and we can compensate those costs by the rental fees for the civic center. It would help make a better environment at the Civic Center.

Pool

Public Works Director Armijo presented the revenues for the pool.

Mayor Green asked about using the geo thermal water to use as a heat exchanger to heat the pool. Not in competition with our spas, but they were going to come up with a methodology to use the well to heat the water. City Manager Fuentes said we haven't even looked into that and it's not on our radar. It hasn't been formally presented to the Commission. Public Works Director Armijo said when they tasked him with that question he turned it back to them to make a proposal.

Commissioner Clark said she would hate to put that kind of money into our old pool. But if we built a new swimming pool, we could use the hot mineral water to save a substantial amount of money by putting money into a new pool. But she wouldn't put a heat exchange on our old pool.

Mayor Green asked if the Manager position has been filled.

Streets

Public Works Director Armijo started with the expenditures.

Mayor Green doesn't think the city should react, just because one person yells fire. We are getting hammered about what a citizen perceives to be a messy yard. He would like them to be cognizant of the fairness of the residents in the area.

Public Works Director Armijo responded

Mr. Johnson said they are in the process of doing that today.

Commissioner Hechler gave his comments before he had to leave the meeting, He would like to see the capital outlay in mind and that as an entity, he would like us to look more professional. He would like to see some salary increases for staff. And maybe looking at making it incremental.

Mayor Green wanted to go on record to support that sentiment.

Administrative Services, Utility Office – Melissa Torres

IT

One of the things we discovered was the way our system was set up. If your server is on the left side and something happens, everything shuts down. We are looking at redesigning and upgrading our system. We currently have Systems MD who are contracted to do the IT services.

Finance Director Torres said one of our ultimate goal is to have the same applications and we currently have different things on each computer.

Utilities Office

They requested an increase for equipment, 3 new computers, a copy machine, and to purchase the folding machine outright.

Human Resources

Finance Director Torres presented their requests.

Payroll

Finance Director Torres presented their requests.

Purchasing

Finance Director Torres presented their requests.

Support Depts., City Manager/Community Development – Juan Fuentes

Commission

Increase in Legal Services.

City Manager

There was a slight increase was the Boys & Girls Club for the JJAC Grant.

City Manager Fuentes said unless they have any questions, he would like to go back to the Capital Outlay requests and how you want us to sleep. He went to the Projects and Equipment.

Commissioner Clark still has an issue with the Vector. But she would like them to do the analysis as to whether it's important for them to have the equipment. Look at Parks &

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Rec. \$10,000 maintenance and purchasing a lower mileage used vehicle. Facilities Management, put up \$16,000 for mosquitos. \$4,500 speaker system for tourism director. Pool vs. McAdoo/Sims project is something that weighs on her. Putting \$103,000 into resurfacing... or repaving downtown. She will leave in the Commissioner's hands but it seems like downtown is the better options. Employee raises is important. She liked Commissioner Hechler's idea of those getting paid less would get more. Or a biennial pay to look at closer to the end of the year.

Mayor Green wanted to put on the table on the projects list to his mind, we are advertising for a tourism/event coordination position and one of the hooks we are going to use is the Civic Center. Depending on our fee structure, he's concerned we have taken one building away from Senior Activities and now we are going to hire someone to fill the Civic Center. We should look at the Water building on 4th St. to see if we can find the money and convert that building into a Senior Center for all of the things we are getting nailed on every month of every year.


Commissioner Clark discussed a dedicated place for our Senior's.

QUESTIONS & ANSWERS

City Manager Fuentes said they will take some of these suggestions. This is just the preliminary and they will come back with the final.

ADJOURNMENT

Meeting was adjourned at 3:14 p.m.

Passed and Approved this 26th day of July, 2017. 
Steven Green, Mayor



ATTEST:


Renee L. Cantin, CMC, City Clerk