

Court Chambers  
820 Highway 478  
Anthony, NM 88021

**City of Anthony, NM**  
**Board of Trustees: Regular Meeting**  
**MINUTES**  
**September 4<sup>th</sup>, 2024**

Diana Murillo, Mayor  
Gabriel I. Holguin, MPT  
Jose Garcia, Trustee  
Daniel Barreras, Trustee  
Fernando Herrera, Trustee

Please join TEAMS meeting from your  
computer, tablet or smartphone.

[Meeting ID: 238 426 294 920](#)  
[Passcode: f5thhz](#)

**6:00PM**

You can join meeting using your phone  
by dialing.

**United States: +1 (469) 312-8116**  
**Access Code: 103-327-98#**

*All members of the public entity participating remotely must identify themselves whenever they speak and must be clearly audible to the other members.*

**1. CALL TO ORDER** by Mayor Diana Murillo **at 6:04pm**

**2. PLEDGE OF ALLEGIANCE** by Chief of Police

<b>3. ROLL CALL</b>	Present:	MPT Gabriel I. Holguin	<b>YES</b>	NO
		Trustee Jose Garcia	<b>YES</b>	NO
		Trustee Daniel Barreras	<b>YES</b>	NO
		Trustee Fernando Herrera	<b>YES</b>	NO
		Mayor Diana Murillo	<b>YES</b>	NO
		Quorum Established	<b>YES</b>	NO

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*Traduccion del ingles al español y del español al ingles esta disponible a petición.*

*Si necesita un traductor, informe la Secretaria de la Ciudad a más tardar una semana antes de la fecha programada de la reunión*

**4. APPROVAL OF AGENDA ORDER**

*MPT Holguin motioned to amend the agenda to remove, 8c 8d 8e 8f 8g 9a and 9b. Trustee Garcia motioned to remove items 8e, 8f, 8g and 9a and 9b, MPT Holguin withdrew his motion and seconded the motion.*

**1<sup>st</sup> Motion:** Trustee Garcia                      **2<sup>nd</sup> Motion:** MPT Holguin

**Roll Call Vote:**

MPT Holguin	<b>YES</b> NO	3-1 Vote, Motion Passes.
Trustee Garcia	<b>YES</b> NO	
Trustee Barreras	<b>YES</b> NO	
Trustee Herrera	<b>YES</b> NO	

**5. PUBLIC COMMENTS** (3-minute limit for each person)

Javier Barrios	Manuel Arellano
Rai Sarabia	Arturo Guerrero
Adrian Perez	Hugo Gonzalez
Carlos Romero	

**6. APPROVAL OF MINUTES**

**a. Workshop: 04/02/2024**

**1<sup>st</sup> Motion:** Trustee Herrera                      **2<sup>nd</sup> Motion:** Trustee Barreras

**Roll Call Vote:**

MPT Holguin	<b>YES</b> NO <b>Abstained</b>	3-0 Vote, Motion Passes
Trustee Garcia	<b>YES</b> NO	
Trustee Barreras	<b>YES</b> NO	
Trustee Herrera	<b>YES</b> NO	

**b. Budget Workshop: 08/19/2024**

1<sup>st</sup> Motion: Trustee Herrera

2<sup>nd</sup> Motion: Trustee Barreras

**Roll Call Vote:**

MPT Holguin	<u>YES</u> NO <del>Abstained</del>	
Trustee Garcia	<u>YES</u> NO	
Trustee Barreras	<u>YES</u> NO	3-0 Vote, Motion Passes.
Trustee Herrera	<u>YES</u> NO	

**c. Regular Meeting: 08/21/2024**

1<sup>st</sup> Motion: Trustee Herrera

2<sup>nd</sup> Motion: Trustee Barreras

**Roll Call Vote:**

MPT Holguin	<u>YES</u> NO <del>Abstained</del>	
Trustee Garcia	<u>YES</u> NO	
Trustee Barreras	<u>YES</u> NO	3-0 Vote, Motion Passes.
Trustee Herrera	<u>YES</u> NO	

**7. DISCUSSION**

- a. Discussion on the Police Department SOP Command Protocol ADM 01-10 regarding law enforcement contact with City Employees and/or members of the Governing Body, **Presented by the Chief of Police.**

*After preliminary discussions regarding the updating of the Police Department's SOP, discussion came up regarding interactions with officers and either a board member or city employee. To avoid conflict of interest the officers were traditionally informed to call an outside agency to handle any situation. Now as it stands is not incorrect, it was suggested by legal counsel to add additional language to avoid misinterpretation. Ultimately, it was agreed to defer any additional comments an discussion until legal counsel was established.*

**8. CONSIDERATION AND ACTION**

- a. Consideration and Action to approve the yearly quote for Durans Portable Toilet Rentals for Adams Park and Municipal Soccer Field, **Presented by the Projects Coordinator.**  
*The Project Coordinator shared that the quoted presented to the Board which totaled \$6,240/year is for a total of four portable toilets located at the Municipal Soccer Field and Adams Ballpark. To comply with the current Financial Policies, it was requested to postpone this item until two additional quotes are brought to the Board.*

*Motion was made to postpone the item until additional quotes are provided.*

Original 1<sup>st</sup> Motion: Trustee Barreras

2<sup>nd</sup> Motion: Trustee Herrera

Motion to Postpone: 1<sup>st</sup> Motion: MPT Holguin

2<sup>nd</sup> Motion: Trustee Garcia

**Roll Call Vote:**

MPT Holguin	<u>YES</u> NO	
Trustee Garcia	<u>YES</u> NO	
Trustee Barreras	<u>YES</u> NO	4-0 Vote, Motion Passes.
Trustee Herrera	<u>YES</u> NO	

- b. Consideration and Action to approve FY25 NMCB agreement in the amount of \$14,924.05, for receptacles, clean up event, benches, tables, and graffiti eradication, **Presented Projects Coordinator.**

*The Projects Coordinator shared with the Board that there is no City match to this grant. Trustee Garcia and MPT Holguin had some concerns in differentiating between this grant money and the money that was already allocated for graffiti removal. MPT Holguin further added his concern that the funds will not be used properly. Mayor Murillo explained the limits that every grants allows, one being the restriction on specific expenditures with the granted funds.*

1<sup>st</sup> Motion: Trustee Herrera

2<sup>nd</sup> Motion: Trustee Barreras

**Roll Call Vote:**

MPT Holguin	<b>YES</b> NO	
Trustee Garcia	<b>YES</b> NO	4-0 Vote, Motion Passes.
Trustee Barreras	<b>YES</b> NO	
Trustee Herrera	<b>YES</b> NO	

**c. Consideration and Action to approve the posting for the hiring of a Head Librarian, *Presented by Mayor Murillo.***

*Mayor Murillo explained the hiring process, Trustee Garcia had some questions regarding the involvement of the Trustees. In previous administrations, Trustees were involved in the interview committee but as the City Clerk read the current Employee Handbook regarding the hiring process, the Trustees are not involved. Several Trustees agreed on having a Trustee on the committee, specifically for this position as Trustee Garcia also sit on the Library Advisory Board. Trustee Herrera further added that if needed, the Board can amend the policy to accommodate this. MPT Holguin shared his concerns about the hiring of any supervisor position due to budgetary changes they are intending to implement such as lowering benefits and pay scale. He believes that being in this planning phase, filling in this position with the changes they are proposing is ideal. Furthermore, he suggested provisional pay to allow enough time to discuss these changes, Trustee Garcia had some concerns with the specifics of what MPT Holguin proposed. MPT Holguin suggested posting the temporary position internally and if there are no applicants then post to the public, this is ensuring the Board is exploring all options.*

**1<sup>st</sup> Motion:** Trustee Barreras                      **2<sup>nd</sup> Motion:** Trustee Garcia

**Roll Call Vote:**

MPT Holguin	<b>YES</b> NO	
Trustee Garcia	<b>YES</b> NO	
Trustee Barreras	<b>YES</b> NO	3-1 Vote, Motion Passes.
Trustee Herrera	<b>YES</b> NO	

**d. Consideration and Action to approve the posting for the hiring of a Neighborhood Services Supervisor, *Presented by Mayor Murillo.***

**1<sup>st</sup> Motion:** Trustee Barreras                      **2<sup>nd</sup> Motion:** Trustee Garcia

**Roll Call Vote:**

MPT Holguin	<b>YES</b> NO	
Trustee Garcia	<b>YES</b> NO	
Trustee Barreras	<b>YES</b> NO	3-1 Vote, Motion Passes.
Trustee Herrera	<b>YES</b> NO	

- e. Consideration and Action to approve the posting for the hiring of a Parks and Recreational Facilities Director, *Presented by Mayor Murillo. Postponed***
- f. Consideration and Action to approve the posting for the hiring of an IT Assistant, *Presented by Mayor Murillo. Postponed***
- g. Consideration and Action to approve the posting for the hiring of an Assistant City Clerk, *Presented by Mayor Murillo. Postponed***
- h. Consideration and Action to certify the City of Anthony Asset List, *Presented by the Finance Officer.***

**1<sup>st</sup> Motion:** Trustee Barreras                      **2<sup>nd</sup> Motion:** Trustee Garcia

**Roll Call Vote:**

MPT Holguin	<b>YES</b> NO	
Trustee Garcia	<b>YES</b> NO	
Trustee Barreras	<b>YES</b> NO	4-0 Vote, Motion Passes.
Trustee Herrera	<b>YES</b> NO	

**i. Consideration and Action to approve pending payments, *Presented by the Finance Officer.***

The Finance Director clarified that many items in this packet are regular monthly operational payments, payments from contracts/ projects that have previously been approved. The Finance Director shared his frustration with MPT Holguin refusal to sign some of these checks, one specifically that can put the City at a liability because it can lead to a police officer losing their license. MPT Holguin explained that per the newly amended finance policies, all payments must be brought before the Board for approval if they exceed the \$400 limit to ensure financial responsibility. Trustee Garcia agreed with MPT Holguin that regardless of them being budgeted or not, expenditures over \$400 must come before the Board. The Chief of Police shared her frustrations with this as well, having to wait for approval has significantly hindered the police department specifically regarding fleet maintenance.

**1<sup>st</sup> Motion:** Trustee Barreras                      **2<sup>nd</sup> Motion:** Trustee Herrera

**Roll Call Vote:**

MPT Holguin	YES NO	
Trustee Garcia	YES NO	4-0 Vote, Motion Passes.
Trustee Barreras	YES NO	
Trustee Herrera	YES NO	

**9. CLOSED SESSION *Postponed***

- a. NOTICE IS HEREBY given that the City of Anthony Board of Trustees will meet in Executive Session Pursuant to NMSA 1978, Section 10-15-1 (H)(2) to discuss Limited Personal Matters regarding the reappointment of the Chief of Police and City Clerk.
- b. Return to Open Session

**10. ITEMS FROM THE MAYOR AND TRUSTEES**

**Trustee Herrera:** Update on lighting on 4<sup>th</sup> and Duffer. Dos Lagos housing development would like to know the value to understand how they would proceed. Update on the Wilson & Co. presentation and the Jardines de Rivera housing development that seems to be at a standstill. Would like to call for a workshop on September 30<sup>th</sup> at 5:00pm to discuss amending the Planning and Zoning Commission Ordinance. Shared his suggestion to utilize the Cannabis Tax and extend the period of the 4% property tax to help fix the roads. Advised the Board about a request for the Mayor to hold a meeting with Anthony Water regarding the streets.

**MPT Holguin presided over the remainder of the meeting at 8:13pm.**

**Trustee Barreras:** Listed Livesay as a street needing repair. Shared that several residents on Church Street have requested "Watch for Children" signs. Requested Public Works to complete pothole repairs. Praised the Police Department. Suggested budgeting funds for the homes that are out of control.

**Trustee Garcia:** Requested in the following meeting to discuss in-house counsel. Would like an update on the ADA doors. Wanted to spread awareness of the increase in car theft. Discussion at the upcoming meeting regarding an in-house counsel or RFP again. ADA doors update.

**MPT Holguin:** Discussion on in-house counsel, job description, pay scale and selection committee at the upcoming meeting.

**Items for next meeting** **1<sup>st</sup> Motion:** MPT Holguin                      **2<sup>nd</sup> Motion:** Trustee Garcia

**Roll Call Vote:**

MPT Holguin	YES NO	
Trustee Garcia	YES NO	
Trustee Barreras	YES NO	3-1 Vote, Motion Passes.
Trustee Herrera	YES NO	

**Budget workshop on 09/19 at 6:00pm with public comment.**

**1<sup>st</sup> Motion:** Trustee Garcia                      **2<sup>nd</sup> Motion:** Trustee Herrera

**Roll Call Vote:**

MPT Holguin            YES NO  
Trustee Garica        YES NO  
Trustee Barreras      YES NO  
Trustee Herrera       YES NO

3-1 Vote, Motion Passes.

**11. ADJOURNMENT**

1<sup>st</sup> Motion: Trustee Herrera

2<sup>nd</sup> Motion: Trustee Barreras

**Roll Call Vote:**

MPT Holguin            YES NO  
Trustee Garcia        YES NO  
Trustee Barreras      YES NO  
Trustee Herrera       YES NO

4-0 Vote, Motion Passes at 8:28pm



  
\_\_\_\_\_  
Diana Murillo, Mayor

{SEAL}  
Attest:



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Karla Oropeza, City Clerk



City of Anthony  
Regular BOT Meeting

Public Comments, please sign in. THANK YOU ☺

Comments are limited to 3 minutes per person.

1. JAVIER BARRIOS EL PAJARO, JD
2. SAI SABAETA
3. Adrian Perez  
Hugo Gonzalez
4. ~~Arturo Guerrero~~
5. Manuel Arellano
6. Arturo Guerrero
7. ~~John Odonez~~
8. Carlos Romero.