

Court Chambers  
820 Highway 478  
Anthony, NM 88021

**City of Anthony, NM**  
**Board of Trustees: Workshop**  
**MINUTES**  
**Monday, January 27<sup>th</sup>, 2025**

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

**You can join meeting using your phone  
by dialing.**

**United States: +1(469)312-8116**  
**Access Code: 193 097 033#**

**6:00pm**

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

**Meeting ID: 250 633 667 267**  
**Passcode: VM25q3Kc**

*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 **6:11pm**

**2. PLEDGE OF ALLEGIANCE**

<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>	<b>NO</b>
		Trustee Fernando Herrera	<b>YES</b>	NO
		Mayor Diana Murillo	<b>YES</b>	NO
		Quorum Established	<b>YES</b>	NO

*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**

*A motion was made to add Public Comment and Items from the Trustees to the agenda.*

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

**2<sup>nd</sup> Motion:** MPT Holguin

**Roll Call Vote**

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

*Original w/ Amendments* **1<sup>st</sup> Motion:** Trustee Herrera

**2<sup>nd</sup> Motion:** Trustee Garcia **Roll Call**

**Vote**

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

**5. PUBLIC COMMENTS-NONE**

**6. PRESENTATION**

**a. Presentation of the Financial Reports for December 2024, Presented by the Finance Director.**

*The Finance Director provided a brief update on the city's current financial status. Both revenues and expenditures are below the projected figures for the end of Q2. Total expenses amounted to \$2,095,839.04, while total revenues reached \$2,227,113.96, resulting in a surplus of \$130,823.04. During the discussion, several questions were raised regarding Petty Cash reimbursements and the need to establish a policy to prevent misuse. Trustee Herrera inquired about the tracking of city vehicle mileage. In response, the Finance Director stated that a report with these details could be shared with the entire board. The board also expressed concerns regarding the ADA truck, which had previously been approved for sale but has yet to be addressed. The HR Director/CPO offered to obtain quotes from various buyers to facilitate the sale of the vehicle.*

- b. Presentation on the 2<sup>nd</sup> Quarter and budget adjustments for Fiscal Year 2025, **Presented by the Finance Director.**

*The Finance Director shared a few revenue accounts that require budget adjustments, such as adjustments to account for the changes in the In-House Counsel and a transfer of funds within the Police Department's budget.*

**7. DISCUSSION**

- a. Discussion on the Human Resources Department.

*The HR/CPO emphasized the need for direction from the Board regarding the desired scope of services when procuring an HR consultant, as well as clarification on any responsibilities that would remain with an in-house employee. She further informed the Board that if the cost exceeds \$60,000, an RFP will be required. MPT Holguin expressed interest in reviewing the full range of services offered.*

- b. Discussion on potential changes to various job descriptions, including Administrative Assistant I, City Clerk, Neighborhood Services Director and the Parks & Recreational Facilities Director.

*After a lengthy discussion, the Board agreed to wait until a third-party HR consultant is contracted before making any amendments or changes to job descriptions. The City Clerk cautioned against delaying the process, warning that it could leave the community without these services while the Board decides whether to modify, eliminate, or create new positions, such as a Community Development role. The HR Director/CPO also noted that establishing this position would require creating a budget. Trustee Garcia and MPT Holguin were outspoken in their belief that the current staff is not performing adequately and expressed the need to hire more qualified individuals. MPT Holguin also raised concerns about existing pay bands, arguing that employees are unqualified and are requesting additional compensation for duties beyond their job descriptions. He went on to say that no change will come until a new mayor is in place, claiming that employee benefits have been prioritized over community needs. There was also some disagreement between Trustee Herrera and MPT Holguin. Trustee Herrera urged the Board to move forward with hiring budgeted positions, such as the Parks and Recreational Facilities Director and the Neighborhood Services Director.*

- c. Discussion on creating a Community Development department/position.

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

**Trustee Herrera:** NONE

**Trustee Garcia:** NONE

**MPT Holguin:** Requested executive session be placed on the upcoming agenda pertaining to personnel matter regarding the City Clerk and HR with possible action.

**1st Motion:** MPT Holguin      **2nd Motion:** Trustee Garcia

**Roll Call Vote**

MPT Holguin	<b>YES</b> NO	2-1 Vote, Motion Passes.
Trustee Garcia	<b>YES</b> NO	
Trustee Herrera	<b>YES</b> NO	

**9. ADJOURNMENT**

**1st Motion:** Trustee Herrera      **2nd Motion:** MPT Holguin

**Roll Call Vote**

MPT Holguin	<b>YES</b> NO	3-0 Vote, Motion Passes at 8:52pm.
Trustee Garcia	<b>YES</b> NO	
Trustee Herrera	<b>YES</b> NO	

  
 Diana Murillo, Mayor

{SEAL}  
 Attest:   
 Karla Oropeza, City Clerk

