

**CITY OF BELEN
SPECIAL COUNCIL MEETING**

July 25, 2016
6:06 PM

CALL TO ORDER Mayor Pro-Tem Darleen Aragon called the Special Council Meeting of the Belen City Council to order at 6:06 P.M. Roll call taken by Roseanne Peralta.

PRESENT: Councilor Frank Ortega
Mayor Pro-Tem Darleen Aragon
Councilor Wayne Gallegos
Councilor David Carter

Absent Mayor Jerah Cordova

CITY MANAGER/ Leona Vigil, CMC

CITY CLERK:

REPORTER: Clara Garcia, VC News Bulletin

OTHERS: See attached sign-in sheet

PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Darleen Aragon led the Pledge of Allegiance.

APPROVAL OF AGENDA:

Mayor Pro-Tem Darleen Aragon requested an amendment to the agenda. She requested that item 5a. USAF JUA is changed to item 5e. All other items will move up. Item 5a is now 5e. Mayor Pro-Tem Darleen Aragon asked for a motion to approve the agenda as amended. Councilor David Carter so moved. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF OUT OF STATE TRAVEL: CASELLE
TRAINING LORENZO CARRILLO**

Lorenzo Carrillo addressed the Mayor Pro-Tem and Council requesting approval or disapproval for out of state training for the Caselle Training, for 4 city employees, in Las Vegas, NV. He stated that this training is specific to our systems administrators in the areas of payroll, time keeping, accounts payable and utility management. These

administrators are responsible for data input, maintenance and retrieval. We need to build data bases and access reports. Preliminary costs of \$4,230.00 are premature. Adjustments are currently being made. Mr. Carrillo stated that this is a very important training. He also stated that training money is available.

Mayor Pro-Tem Darleen Aragon requested an approval or disapproval of the out of state travel. Councilor Wayne Gallegos so moved. Councilor Frank Ortega seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF THE BUDGET ADJUSTMENT RESOLUTION;
ROSEANN PERALTA**

Roseann Peralta, Finance Director addressed the Mayor Pro-Tem and Council. She provided a copy of the budget resolution. Information was discussed in detail. She reported that there were 7 adjustments. She said that the GRT and Revenue amounts were higher than anticipated. The Bonds were discussed. Ms. Peralta stated that there would be 2 separate line items, one for the Fire Station and one for the Sidewalks. These changes will be reflected in next year's budget. Detailed discussions regarding the general fund, reserve accounts, GRTs, expenses and revenues were conducted. A copy of the budget adjustment resolution is attached hereto and made an integral part of these minutes by reference.

Mayor Pro-Tem Darleen Aragon asked for a motion to approve or disapprove the budget adjustment resolution as presented. Councilor Wayne Gallegos so moved. Councilor David Carter seconds the motion. Roll Call Vote

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF THE 2015-2016 FINAL QUARTER REPORT
RESOLUTION: ROSEANN PERALTA**

Roseann Peralta continued her discussion with the Mayor Pro-Tem and Council. A copy of the quarterly report was presented, reviewed and discussed, including Revenues, and Expenditures broken down by department. Ms. Peralta commented that the quarterly report was prepared on DFA's format. All city Projects and Bonds were also reviewed

and discussed. A copy of the 2015 Report is attached hereto and made an integral part of these minutes by reference.

Mayor Pro-Tem Darleen Aragon asked for approval or disapproval of the 2015-2016 final quarterly report. Councilor Wayne Gallegos motioned to approve the quarterly report Councilor Frank Ortega seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

APPROVAL OR DISAPPROVAL OF 2016-2017 FINAL BUDGET; ROSEANN PERALTA

Roseann provided a copy of the 2016-2017 Final Budget. The packet was provided, reviewed and discussed. Pending Projects, matching funds, engineering, “emergency” line item, efficient, effective use of money was reviewed. The importance of the ICIP was discussed. Ms. Peralta stated that the original/preliminary budget had been approved at the end of May. The budget presented is the same budget with a few changes: i.e. Engineering and an increase in solid waste’s budget (the need to invest in a wood chipper.) ICIP will provide the prioritization list for projects

Mayor Pro-Tem Darleen Aragon asked for a motion to approve or disapprove the 2016-2017 Final Budget resolution as presented. Councilor David Carter motioned to approve the quarterly report Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

APPROVAL OR DISAPPROVAL OF THE JUA BETWEEN CITY OF BELEN AND USAF. LEONA VIGIL CITY MANAGER

Leona reported that she met with USAF staff, Molzen Corbin staff, City Attorney Renee Barela- Gutierrez, Airport Manager, Deborah Ablington, Fire Chief Manny Garcia, and Councilor Wayne Gallegos the JUA was discussed in detail. She stated that the JUA as presented still has some blank line items. The attorney had reviewed it and was comfortable with it, except for the blanks. (line # 3. Request dates; line #155. annual monthly pmt; & line # 33. the term of the contract.) Discussion was held. City Manager Leona Vigil recommended that the JUA be tabled until USAF provides the completed agreement. Councilor Wayne Gallegos requested that Ms. Vigil be in contact

with the USAF requesting that they submit a completed JUA. The JUA will be placed on the Aug. 1, 2016 Council meeting agenda.

Mayor Pro-Tem Darleen Aragon asked for approval or disapproval of the JUA. Councilor David Carter motioned to table the agreement until a complete agreement is provided. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

EXECUTIVE SESSION

An executive session to discuss pending and threatened litigation referencing the proposed hospital as allowed per the Open Meetings Act Section 10-15-1 (H-7)

Mayor Pro-Tem Darleen Aragon asked for a motion to enter into executive session. Councilor Wayne Gallegos so moved. Councilor David Carter seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

Mayor Pro-Tem asked for a motion to re-enter into an open meeting from a closed Meeting. Councilor David Carter so moved. Councilor Frank Ortega seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

Mayor Pro-Tem Darleen Aragon asked for attestation that discussion was limited to discussions of pending and threatened litigation referencing the proposed hospital as allowed per the Open Meetings Act Section 10-15-1 (H-7) and no action was Taken. David Carter so moved. Councilor Frank Ortega seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	

Councilor Frank Ortega Yes
Councilor Wayne Gallegos Yes Motion Carries

ADJOURNMENT:

Mayor Pro-Tem Darlene Aragon asked for a motion to adjourn tonight's Special City Council Meeting. Councilor David Carter motioned to adjourn. Councilor Frank Ortega seconds the motion. Roll Call Vote:

Councilor Frank Ortega Yes
Councilor David Carter Yes
Councilor Darleen Aragon Yes
Councilor Wayne Gallegos Yes Motion Carries

Darleen Aragon, Mayor Pro-Tem

Leona Vigil, City Clerk, CMC