



**City of Bayard**  
**SPECIAL MEETING**  
**May 31, 2023 at 5:30 PM**  
**Bayard City Hall**

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**MINUTES**

**WORK SESSION**

**CALL TO ORDER:** Mayor Chon S. Fierro

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT**

Mayor Chon Fierro  
Mayor Pro-tem Raul Villanueva  
Councilor Frances Gonzales  
Councilor Jose Diaz

**ABSENT**

Councilor Eloy Medina

A quorum was present. Others in attendance were Michael Paez, Selina Crespín, James Irven, Larry Ojinaga, Juno Ogle, Gabriel Ramos, Ruben Medina, and Marlina Valenzuela.

**APPROVAL OF THE AGENDA**

Motion made by Councilor Diaz, Seconded by Councilor Gonzales.  
Voting Yea: Mayor Pro-tem Villanueva, Councilor Gonzales, Councilor Diaz

**PUBLIC INPUT** No public input.

**CONSENT AGENDA**

Motion made by Councilor Gonzales, Seconded by Councilor Diaz.  
Voting Yea: Mayor Pro-tem Villanueva, Councilor Gonzales, Councilor Diaz

**OLD BUSINESS**

1. Approval of the Interim Fiscal Year 2024 Budget.

Councilor Gonzales did state there was going to be some changes coming with the Courts. There was going to be fees that were going to be taken away and she had concerns about the budget since we are constantly transferring from our General Fund to hold up the Court. Councilor Diaz did state that he went to a training recently and Courts in Municipalities will not be able to charge court fees anymore.

He stated we really need to look into how we will support the Court once these changes are made. We need to look into our Ordinances and possibly revise them to be able to collect fees.

Councilor Diaz asked if the 7.1 million total for all accounts was correct and if we were looking at any other adjustments.

Clerk Valenzuela

she did agree that is the total for all accounts together.

Councilor Gonzales asked about the Bayard Police expenditures to see if we would be increasing some of their lines. Clerk Valenzuela stated we would be increasing the vehicle line by \$2, 000. Chief Carrillo is looking into getting a few more PD Units and more maintenance will be needed.

Councilor Villanueva asked to see where the PD Depts. overtime was sitting. Clerk Valenzuela stated they had budgeted for the year \$20,000.00 and that they have not hit their fiscal year budget.

Councilor Gonzales wanted to know if we could possibly transfer money to the County since they help cover us when we are low in employees. Councilor Diaz stated that he had asked about that in the past and there are some clauses with the city not being able to do something like that.

Councilor Gonzales stated that maybe this is something our Grant Writer can look into.

Clerk Valenzuela asked if the Grant Writer position was a permanent position and Councilor Diaz stated it was temporary and would be evaluated again in 3-6 months.

Councilor Diaz asked if all the salaries were updated on the document given. He wanted to make sure the 6th position for the PD was still on the budget.

Councilor Gonzales wanted to know if Judys position came out of PD and Clerk Valenzuela stated that she is out General Fund. Councilor Gonzales wanted clarification on Jud's position and asked is he part of City Hall or Police Dept.? Councilor Diaz stated she comes out of the Finance budget but she is assigned to the Police Dept. Councilor Gonzales would like to see her position be made out of the Police Dept. Maybe labeled as an executive assistant and also feels that she needs to get a raise and that everyone got a raise and she has not. She stated that she is the one who has had to train the police and had to show them all the reports and how the budget is done and where the funding comes from and where to order their vest from. She stated the Chief advised her that Judy was the one to help with getting the Dept. back on the repeater. Would like to see her get a 6% percent raise because she has been there with no Chief and also at times no PD Dept.

Councilor Diaz stated since it has been voiced if we could look into an increase for Judy and possibly other Depts. Before we finalize the budget see what kind of impact it will make to increase the other depts.

Councilor Diaz and Gonzales agreed into looking into a possible 5% increase for all depts.

Councilor Diaz stated with the way the budget is sitting it is very doable and we need to value our employees.

Councilor Diaz asked if he could get a break down on all that has been spent from recreational. He has a high priority for the parks to possibly get solar lights for the park. It is a safety issue and will be very worth it.

Mr. Paez has looked into quotes for getting lights on the park. Also, to look into getting solar lights for all the City buildings.

Councilor Diaz asked for the next council meeting if Mr. Paez could come with estimates for getting lights put up on Central Ave.

Councilor Gonzales wanted to know for the Animal Control Officer, how much does he get for the dog pound. Clerk Valenzuela stated it is all from General Fund and Councilor Gonzales stated we should look into getting a subscription with Chewy or even Tractor Supply. We could possibly get a good discount.

Councilor Gonzales stated it was brought to her attention that the fence at the pound needs to be done that Mr. Siville couldn't fix. Mr. Paez was instructed to look into industrial fencing.

Councilor Gonzales would like to see an increase for the ACO/ Code Enforcement. Councilor Diaz asked to look into getting a part time position for the Code Enforcement Officer. It was previously requested from Chief Carrillo and would like to see it possibly added to the budget.

**ACTION FOR PERSONNEL**

2. Discussion/Approval for Marlena Valenzuela as Deputy Clerk.

Councilor Diaz stated that this item on the agenda was an action item but that Marlena took on the role of interim Clerk for 6 months and she stepped down and submitted a letter of resignation as a clerk and does not need to be re interviewed because we never did fill the Deputy Clerk position.

Councilor Gonzales wanted to know where she was at in pay because she will need to work with the new Clerk and share what she has gained and would like to look into her pay moving forward.

Councilor Diaz stated she will continue with her TSI until the new Clerk comes in.

**NEXT MEETING DATE:**

**Budget Work Session - June 12, 2023**

**Regular Meeting - June 12, 2023**

**ADJOURNMENT**

6:58 p.m.

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Chon Fierro  
Mayor

ATTEST:

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Marlena Valenzuela  
Clerk Treasurer