

6Angel Fire Public Improvement District 2007-1

3465 Mountain View Blvd., Suite 14

PO Box 1046, Angel Fire, NM 87710

575-377-3483

PID Board Meeting Minutes

February 11, 2016 at 2:00 pm at the PID Board Room

- A. Call to Order - Chairman Pro Tem Don Borgeson called the meeting to order at 2:04 pm.
- B. Pledge of Allegiance - Chairman Pro Tem Borgeson called for the Pledge of Allegiance.
- C. Roll Call - Present were Director Don Borgeson (Chairman Pro Tem), Chairman Alan Young (by phone), and Director Chuck Verry (by phone), and Director Carl Abrams (by phone). Vice Chairman Dan Rakes was absent. A quorum was present. Also present was Sally Sollars, District Administrator.
- D. Approval of Agenda – Director Verry moved to approve the agenda as written. Chairman Young seconded. The motion carried 4-0.
- E. Approval January 14, 2016 Minutes - Director Verry moved to approve the January 14, 2016 minutes. Chairman Young seconded. The motion carried 4-0.
- F. Requests and Responses from the Audience – None.
- G. Announcements and Proclamations – None.
- H. Business
 - 1. Consider and Approve Resolution 2016-2 Transfer of Funds to Capital Improvements – Director Verry moved to approve Resolution 2016-2. Chairman Young seconded. Roll call vote: Chairman Young; aye, Director Verry; aye, Director Abrams; aye, Director Borgeson; aye. The motion carried 4-0.
 - 2. Consider and Approve Resolution 2016-3 Transfer of Funds to Debt Service - Director Verry moved to approve Resolution 2016-3. Chairman Young seconded. Roll call vote: Chairman Young; aye, Director Verry; aye, Director Abrams; aye, Director Borgeson; aye. The motion carried 4-0.
 - 3. Discuss Roberson Combined Lot – Ms. Sollars reported that she received an email on January 25 from the Colfax County Treasurer saying that Mr. Roberson, a District Property Owner, may have been overcharged. Mr. Roberson's attorney claimed that the Roberson lot was an amended lot due to a 2005 combination of two lots. The District formation documents referred to separate lots, each with an assessment. Ms. Trujillo provided the District with the filed copy of the lot combination document confirming that the lots were combined in 2005. Donna Segura, Taussig, provided the amount of overpayment and prepayment. Ms. Sollars said that there were three options to resolve the credit due to Mr. Roberson: 1) apply the overpayment to prepayment, 2) zero out the annual assessment until the credit is used and then resume the full annual assessment, or 3) reduce the annual assessment permanently per credit due. Ms. Sollars will contact Mr. Roberson to discuss

the options. The Board will be presented with a Resolution for approval at the next Board Meeting to conclude this matter.

- I. Consent Agenda— Director Verry moved to approve the consent agenda. Chairman Young seconded. Ms. Sollars pointed out that the deposit to the Debit Card Account will increase the balance over the \$500 limit, but there will be an immediate \$400 expense, which will bring the balance below the limit. The motion carried 4-0.

1. Stelzner, Winter, et al; Invoice #9057 - \$1,094.65
2. Taussig & Associates, Inc.; Invoice #1512175 - \$3,750.00
3. Beasley, Mitchell, and Co.; Invoice #90060287 - \$1,947.46
4. Colfax County Treasurer; 2011 Tax Bills - \$23,061.66
5. Sally Sollars; Invoice #68 - \$5,086.58
6. CenturyLink; Invoice dated 1/25/16 - \$230.50
7. BMWS; Invoice #08-0008 82 - \$380.00
8. AT&T; Invoice dated 1/1/16 - \$45.34
9. Debit Card Deposit - \$500.00
10. Petty Cash Report; Balance \$190.08

J. Reports

1. Administrative Report – Ms. Sollars reported that there still has been no response from Deanna Cummings, USACE, regarding the District's request for release from the 404 Permit.

There has been no response or further contact with the Property Tax Division. Ms. Sollars and Ms. Winter will continue to pursue a meeting regarding including delinquent District properties in State Tax Auctions. Ms. Sollars, Paul Cassidy, of RBS Capital, and Donna Segura, of Taussig, have been discussing any ideas they may have for dealing with non performing lots, which impacts the State as well as the District and other entities.

December collections were \$270,257, which is \$231K short of the cash flow projection. However, the cash flow number is based on average overall December collections. \$270K is consistent with the last two years collections. Similarly, the projection for January collections is \$626K, but over \$800K was collected the last two years. The Treasurer's office reported a software problem, which may have delayed timely processing of payments.

Prepayment collections are up. There are currently six outstanding requests representing \$164K if all were to prepay. Two prepayments of \$34K were collected this last month. Prepayments totaling \$247K have been received to date this fiscal year, which is trending toward the high end of what has been collected before. The prepayment money goes directly to pay principal on the construction loan and cannot be used for any other purpose.

The Finance Committee met on January 25th. Ms. Sollars asked if the members of the committee wanted her to give that report now, which they agreed to. She said that the committee reviewed the November 30, 2015 delinquency report. The rate of delinquency for tax year 2014 is 23.70%, up slightly over 2013 delinquencies. 218 properties are delinquent, but 34 of those are for less than \$100 that will get cleared up with time.

The Finance Committee also discussed changing the consent policy to allow for quarterly board meetings. Ms. Sollars had discussed revisions with the District's auditor. The critical components of a good policy provide for an approval process and a monitoring process. The possibility of the Chairman or the Chairman of the Finance Committee being the approval authority per email and the list of issued checks listed for Board review at the next Board Meeting was discussed. With this change, the Board would not be obligated to meet each month simply to approve the Consent Agenda if there is no other business.

However, Ms. Sollars said that the DFA requirement that a Board approved Resolution must be submitted to them for approval each time money is transferred between funds confounds the idea of revising the existing consent agenda policy. Ms. Sollars said that when she calendared those Resolutions and other routine business going forward, August was the first month that a board meeting could possibly be skipped if there were some other means beside a consent agenda to get the monthly payments approved.

The memorandum on the placement of dry utilities was given to Village Manager Rick Tafoya for review this week. Manager Tafoya understood the need for the memo and did not suggest any changes. Ms. Sollars will now finalize the memo and distribute it to BJ Lindsey, the Village Planning and Zoning Department, and will post it on the website. Director Borgeson will give the Builder's Association a copy.

Director Verry has informed Ms. Sollars that he intends to let his term expire in May. Ms. Sollars asked the Directors to consider who they might recommend for Director Verry's replacement. The Board will need to have a recommendation for appointment before the Village Council in May. Director Borgeson's term also expires in May, but he had agreed to be reappointed. Director Verry's replacement is likely to also become the Treasurer.

2. Finance Committee Report – Reported in the Administrator's Report.
 3. Treasurer's Report – Director Verry asked is all had received the Treasurer's Report and if there were any questions. There were none.
- L. Adjournment - Chairman Pro Tem Borgeson adjourned the meeting at 2:50 pm.

Next Regular PID Board Meeting will be March 10, 2016



Don Borgeson, Chairman Pro Tem

ATTEST: 

Sally Sollars, District Administrator