

Angel Fire Public Improvement District 2007-1

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Board Meeting Minutes

March 9, 2017 at 2:00 pm at the PID Board Room

- A. Call to Order - Chairman Alan Young called the meeting to order at 2:00 pm.
- B. Pledge of Allegiance - Chairman Young called for the Pledge of Allegiance.
- C. Roll Call - Present were Chairman Alan Young, Director Don Borgeson, and Director Carl Abrams (by phone). Vice Chairman Rakes and Director Burl Smith were absent. A quorum was present. Also present was Sally Sollars, District Administrator.
- D. Approval of Agenda – Director Borgeson moved to approve the agenda. Director Abrams seconded. The motion carried with none opposed.
- E. Approval February 9, 2017 Minutes - Director Borgeson moved to approve the February 9, 2017 minutes. Director Abrams seconded. The motion carried with none opposed.
- F. Requests and Responses from the Audience – None.
- G. Announcements and Proclamations – Ms. Sollars announced that she would be out of the office from March 17 through April 3. She will, however, still be working remotely. She advised the Board to not hesitate to contact her by phone or email during this time.
- H. Business
 - 1. Consider Mazar Request for Deed in Lieu – Ms. Sollars reported that the attorney of Mr. Mazar sent a letter and a quitclaim deed (mistakenly listed here as a deed in lieu) requesting that the Board consider taking the property. The letter did not state a reason for the request. The PID assessment is current, but Chairman Young pointed out that if the District were to accept the request it would be responsible for property holding costs in a stagnant land market. Director Abrams said that he had a coworker that is interested in the property and that he has passed Mr. Mazar's email along to him. Director Borgeson moved to decline to accept the deed. Director Abrams seconded. The motion carried with none opposed.
 - 2. Consider and Approve Administrator Attendance of State Audit Rule Training – Ms. Sollars said that the annual audit rule training is in Santa Fe on April 7. If the travel is approved, she will also meet with the new DFA Budget Analyst. Director Borgeson moved to approve the administrator attending audit rule training. Director Abrams seconded. The motion carried with none opposed.
- I. Consent Agenda – Ms. Sollars commented that the bond call check amount will be slightly more than the balance in the Prepayment Account. Therefore, there will also be a transfer of \$1,000.00 to the account. Director Borgeson moved to

approve the consent agenda. Director Abrams seconded. The motion carried with none opposed.

1. Stelzner, Winter, et al; Invoice #10791 and #10794 - \$1,533.79
2. NMFA Bond Call - \$125,000.00
3. Colfax County Clerk; Filing Fees – \$100.00
4. Transfer to Kit Carson Account - \$200,000.00
5. Sally Sollars; Invoice #81 - \$5,755.45
6. CenturyLink; Invoice dated 2/25/27 - \$110.99
7. Kit Carson Telcom; Invoice #317944 - \$97.43
8. BMWS; Mar Rent; Invoice #15-033 151 - \$380.00
9. AT&T; Invoice dated 2/1/17 - \$40.58
10. Petty Cash Report; Balance \$88.14

J. Reports

1. Administrative Report – Ms. Sollars reported that today's transfer into the Kit Carson Account should be more than enough to finish the Kit Carson contract. There are still five sections left to finish pulling wire.

A new DFA Budget Analyst has been assigned to the District account. She will be meeting with him next month. Ms. Sollars also reported that she has volunteered to participate in the pilot use of the online database that DFA is testing for future mandatory use. She has not heard yet if she has been accepted on to the pilot team.

January collections were \$55,567. This was less than projected, however, over the three-month period of collecting the first half of the tax bills, the revenue is down about \$90K over the average of the same period of time previously. So far this year, the collections are down \$100K from the projections.

There were two prepayments since the last Board meeting, with two expected. \$223K has been collected in prepayments so far this fiscal year. A bond call of \$125K is slated for next month from prepayment collections. Taussig is preparing the collection report for the first half of 2016 collections. Friendly letters are being drafted and should be sent out to delinquent property owners soon.

There will be a budget adjustment for this fiscal year due to unexpected expenses involved in refinancing the construction loan and in paying the outstanding assessments on the County record for the District owned properties. Going forward, the District owned properties are tax and assessment exempt.

The District's General Counsel, Nann Winter, received a letter from an owner of a consolidated lot who was concerned that he was being overcharged. Ms. Sollars researched the matter and discovered that there were four original lots

that were consolidated prior to the formation of the PID, and recognized as one lot in the Formation documents. His assessment is exactly the same amount as neighboring unconsolidated lots. However, Ms. Sollars also discovered that the lot is misnamed in the assessment database as belonging to Angel Fire West Village instead of Country Club 1&2 as recognized in the County records. The mislabel, however, does not appear to have caused a billing error.

A file cabinet was donated recently. Ms. Sollars is in process of purging and organizing hard copy files per the state guidelines. All project documents, board minutes, resolutions and other board actions are permanent records. Other records have a shelf life of 3-6 years. This will be an on-going project.

The Finance Committee has not yet met. There were conflicts that prevented the committee from meeting last month. Ms. Sollars will begin working on the budget and reports in anticipation of meeting in April.

2. Treasurer's Report – In Director Smith's absence, Ms. Sollars asked if everyone had received the Treasurer's Report and if there were any questions. There were none.
- K. Adjournment – Chairman Young adjourned the meeting at 2:30 pm.

Next Regular Board Meeting will be April 13, 2016



Don Borgeson, Chairman Pro Tem

ATTEST: _____
Sally Sollars, District Administrator