

Angel Fire Public Improvement District 2007-1

3465 Mountain View Blvd., Suite 14

PO Box 1046, Angel Fire, NM 87710

575-377-3483

Board Meeting Minutes

March 12, 2020 at 2:00 pm at the PID Board Room

- A. Call to Order – Chairman Young called the meeting to order at 2:02 pm.
- B. Roll Call – Present were Chairman Alan Young, Vice Chairman Borgeson, Director Dan Rakes (by phone), Director Carl Abrams (by phone), and Director Paul Cassidy (by phone). A quorum was present. Ex-Officio Director Kevin Mutz, Sally Sollars, District Administrator, Nann Winter, General Counsel, and Dahlia Garcia, Auditor, were also present.
- C. Approval of Agenda – Vice Chairman Borgeson moved to approve the agenda as written. Director Rakes seconded. The motion carried with none opposed.
- D. Approval March 9, 2020 Minutes – Vice Chairman Borgeson moved to approve the March 9, 2020 Special Board Meeting Minutes. Director Cassidy seconded. The motion carried with none opposed.
- E. Requests and Responses from the Audience – None.
- F. Announcements and Proclamations None.
- G. Business
 - 1. Approval of Resolution 2020-5 Fiscal Year 2019 Audit Report – Director Cassidy moved to approve Resolution 2020-5. Vice Chairman Borgeson seconded. Ms. Dahlia Garcia then presented the Fiscal Year 2019 Audit Report. There was one finding which she considered a clerical error, but because it involved an over payment for mileage reimbursement. She said that the District was reimbursed the same day that the error was discovered. The finding was classified as an “other noncompliance”, which is the lowest level of finding. Roll Call Vote: Chairman Young; aye, Vice Chairman Borgeson; aye, Director Rakes; aye, Director Abrams; aye, and Director Cassidy; aye. The motion carried with none opposed.
 - 2. Discuss Office Relocation – The building that holds the District office for twelve years is being renovated into condominiums. The owner has not yet discussed an exit date, but the construction manager indicated that no leases will be renewed, with the last one expiring in September. The District occupies about 750 square feet, but Ms. Sollars thought that 500 square feet would be sufficient. The utilities have been provided. Vice Chairman Borgeson said that the current average per square foot for office space is \$0.65, which would make the new rent comparable to the current rate. However, utilities may be additional to the rent cost in a new setup. Chairman Young asked if it were possible to have the administrator work from home. She said that she didn’t have space at home to have a designated area and hold the records. There is

need for a public space for public meeting. Ms. Sollars will begin to research what space is available.

- H. Executive Session – At 2:16 pm Chairman Young announced that we would have a closed Executive Session Meeting and that no decisions would be made and only items on the agenda would be discussed. Chairman Young called for a motion to enter Executive Session. Chairman Borgeson moved to enter executive session. Director Rakes seconded. Roll call vote: Chairman Young; aye, Vice Chairman Borgeson; aye, Director Rakes; aye, Director Abrams; aye, Director Cassidy; aye. The motion carried with none opposed.

Vice Chairman Borgeson returned the Board Meeting open session at 2:56 pm by stating “No decisions were made during the Executive Session and the only items discussed were on the agenda”.

- I. Consent Agenda – Vice Chairman Borgeson moved to approve the consent agenda. Director Cassidy seconded. The motion carried with none opposed.
1. Stelzner, Winter, et al; Invoice #15253 - \$819.85
 2. Angel Fire Computer Guy; Invoice #2186 - \$60.00
 3. Sally Sollars; Invoice #117 - \$5,140.67
 4. BMWS; Invoice #15-003 471 - \$380.00
 5. Kit Carson Telcom; Invoice #192459 - \$98.58
 6. CenturyLink; Invoice dated 2/25/20 - \$113.16
 7. AT&T; Invoice dated 3/1/20 - \$94.30
 8. Transfer to Prepayment Account; Interest Credit - \$1,130.00
 9. Petty Cash Report; Balance \$20.77

J. Reports

1. Administrative Report – Ms. Sollars reported Rebate #7 request from Kit Carson has been paid. After one year without payment, a new person was assigned to receive and process the District’s rebate requests. Four days later \$12,112 was received with full backup documentation. At least \$7K was expected. Ms. Sollars is hopeful that future requests will be processed upon receipt.

Today several state and local organizations have communicated that all gatherings, including trainings and conferences, have been canceled. They asked that people work remotely and use their online systems.

There was a proposed amended PID Act that did not make it out of the legislative committee and did not pass in the short-term legislature this year. The majority of the proposed changes were specific to the governing body, defined here as the Village of Angel Fire Council. Original PID Act language stated that the initial District board be appointed by the Village. Then, at six years the council could resume governance or hold an election. The 2013 amendments to the PID Act added that the council could resume governance, or their designees, or hold any election. This year’s proposed amendments

removed the election language. Ms. Sollars will watch next year to see if the amendments are introduced again.

January collections were \$133K. \$108K was projected. One prepayment of \$14K was received. There are five releases lined up to file at the county clerk's office. \$370K from the Assessment Account and \$75K from the Prepayment Account was moved to the LGIP Account. The \$75K will be moved back early next month to cover an \$80K bond call on May 1.

The Office of State Auditor has issued the go ahead to contract for the Fiscal Year 2020 audit. Since there are specific rules about how long an audit firm may be contracted, this will be the last year with Beasley, Mitchell & Company. Ms. Sollars said that this firm has been willing to do the District audit for far under any other. It is anticipated that the Fiscal Year 2021 audit will cost more than the District has previously paid. The Fiscal Year 2019 Audit report was approved.

Chairman Young, Director Cassidy, and Ms. Sollars met with Mayor Mixon, Manager Mitchell, and Councilor Peterson on March 11 concerning current District issues.

2. Treasurer's Report – Chairman Young asked if there were any questions. There were none.
- K. Adjournment – Chairman Young adjourned the meeting at 3:04 pm.

Next Regular Board Meeting will be April 9, 2020



Don Borgeson, Vice Chairman/Chairman Pro Tem

ATTEST:



Sally Sollars, District Administrator