

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

May 14, 2020 at 2:00 pm at the PID Board Room

- A. Call to Order – Vice Chairman Borgeson called the meeting to order at 2:03 pm.
- B. Roll Call – Present were Chairman Alan Young (by phone), Vice Chairman Borgeson, Director Dan Rakes (by phone), Director Paul Cassidy (by phone), and Director Kevin Mutz (by phone). A quorum was present. Sally Sollars, District Administrator, and Nann Winter, General Counsel, who joined the meeting at 2:32 pm, were also present.
- C. Approval of Agenda – Director Rakes moved to approve the agenda. Chairman Young seconded. The motion carried with none opposed.
- D. Approval April 9, 2020 Minutes – Chairman Young moved to approve the April 9, 2020 minutes. Director Cassidy seconded. The motion carried with none opposed.
- E. Requests and Responses from the Audience – None.
- F. Announcements and Proclamations – Ms. Sollars announced the Governor Lujan Grisham extended the stay at home order for another two weeks.
- G. Executive Session – At 2:06 pm Vice Chairman Borgeson 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 Borgeson called for a motion to enter Executive Session. Director Rakes moved to enter executive session. Chairman Young seconded. Roll call vote: Chairman Young; aye, Vice Chairman Borgeson; aye, Director Rakes; aye, Director Cassidy; aye, Director Mutz; aye. The motion carried with none opposed.

Vice Chairman Borgeson returned the Board Meeting open session at 2:16 pm by stating “No decisions were made during the Executive Session and the only items discussed were on the agenda”.

H. Business

- 1. Discussion and Approval of Resolution 2020-7 Adding Mutz/Deleting Abrams from Bank Accounts – Director Rakes moved to approve Resolution 2020-7. Director Cassidy seconded. Ms. Sollars said that once the resolution is approved, she will send it to the bank, which will initiate new signature cards. Roll call vote: Chairman Young; aye, Vice Chairman Borgeson; aye, Director Rakes; aye, Director Cassidy; aye, Director Mutz; aye. The motion carried with none opposed.
- 2. Discussion and Approval of Resolution 2020-8 Interim Budget Report – Director Cassidy moved to approve the Resolution 2020-8. Director Rakes seconded. Ms. Sollars said that the budget will be submitted to DFA by June 1. There will be two public hearings on the budget before the final budget is approved. The

hearings will on June 11 and July 9. Roll call vote: Chairman Young; aye, Vice Chairman Borgeson; aye, Director Rakes; aye, Director Cassidy; aye, Director Mutz; aye. The motion carried with none opposed.

- I. Consent Agenda – Director Rakes moved to approve the consent agenda. Director Cassidy seconded. The motion carried with none opposed.

1. Stelzner, Winter, et al; Invoice #15493 - \$1,984.90
2. DTA; Invoice #2033238 - \$3,750.00
3. Colfax County Clerk; Filing Fees - \$100.00
4. Sally Sollars; Invoice #119 - \$5,092.17
5. BMWS; Invoice #15-003 487 - \$380.00
6. Kit Carson Telcom; Invoice #207158 - \$98.58
7. CenturyLink; Invoice dated 4/25/20 - \$113.82
8. AT&T; Invoice dated 4/1/20 - \$71.10
9. Postmaster; Invoice due 5/31/20 - \$120.00
10. Petty Cash – Cash - \$100.00
11. Petty Cash Account - \$500.00
12. Petty Cash Report; Balance \$20.77

- J. Reports

1. Administrative Report – Ms. Sollars asked the Board if it wanted to consider using Zoom for board meetings. Most of the directors said that they have experience with Zoom and like it. Security is a concern, but viewing Zoom through a web browser and password protecting each meeting is recommended. All agreed that we would try Zoom for the next meeting.

The Village of Angel Fire reappointed Chairman Young, Vice Chairman Borgeson, Director Rakes, and Director Cassidy at the council meeting held on April 28th. Kevin Mutz was appointed as a new director replacing Carl Abrams. Next will be completing signature cards at the bank removing Mr. Abrams and adding Mr. Mutz. Since Director Mutz works at the bank that holds the District accounts, our auditor recommended that Director Mutz provide a bank statement of practices to add to the District review, approval, and check signing policies and procedures.

Ms. Sollars said that the County Treasurer's office has agreed to do a joint delinquency letter. Treasurer Trujillo will send their letter and a paragraph will be added concerning the District portion of the outstanding balance.

March collections were \$12,725, \$11K was projected. So far year to date revenues have been \$80K above the projected cash flow. \$491,879 have been received so far this year compared to \$463,813 to date last year. \$130K more revenue is projected for the last two months of the fiscal year.

The Finance Committee met on April 22nd to review the Fiscal Year 2021 Interim Budget. Upon approval this will be submitted to DFA by June 1. Due to

prepayments and bond calls, the debt service will be down \$20K from last year, and will additionally be reduced by the bond calls made throughout the year.

Three prepayments were received since the last Board meeting - \$84K. There are six quote requests outstanding. We will be moving at least \$130K from the Prepayment Account to the Local Government Investment Pool by the end of the month.

The Office of State Auditor has finalized the Fiscal Year 20 audit contract. The audit will be scheduled for next fall.

Ms. Sollars will be searching for new office space as soon as possible. Also on her list is getting the meter numbers for the new electrical services installed in the last year in preparation for the next Kit Carson rebate request.

2. Treasurer's Report – Vice Chairman Borgeson asked if there were any questions. There were none.
- K. Adjournment – Vice Chairman Borgeson adjourned the meeting at 2:43 pm.

Next Regular Board Meeting will be June 11, 2020



Don Borgeson, Vice Chairman/Chairman Pro Tem

ATTEST: 

Sally Sollars, District Administrator