

# **Angel Fire Public Improvement District 2007-1**

3382 Hwy 434, Unit A

PO Box 1046, Angel Fire, NM 87710

575-377-3483

## **Board Meeting Agenda**

**February 17, 2022 at 1:00 pm at the PID Board Room**

- A. Call to Order – Chairman Young called the meeting to order at 1:02 pm.
- B. Roll Call – Present were Chairman Alan Young (by Zoom), Director Paul Cassidy (by Zoom), and Director Dan Rakes (by Zoom). Directors Don Borgeson and Kevin Mutz were absent. A quorum was present. Sally Sollars, District Administrator, and Dahlia Garcia, auditor, were also present.
- C. Approval of Agenda – Director Cassidy moved to approve the agenda. Director Rakes seconded. Roll call vote: Chairman Young; aye, Director Cassidy; aye, and Director Rakes; aye. The motion carried with none opposed.
- D. Approval January 13, 2022 Minutes - Director Cassidy moved to approve the agenda. Director Rakes seconded. Roll call vote: Chairman Young; aye, Director Cassidy; aye, and Director Rakes; aye. The motion carried with none opposed.
- E. Requests and Responses from the Audience – None.
- F. Announcements and Proclamations – None.
- G. Business
  - 1. Present Fiscal Year 2021 Audit Report – Ms. Garcia of Beasley, Mitchell, and Co. presented the results of the fiscal year 2021 audit. The report was approved by the Office of State Auditor on February 1. The audit received an unmodified opinion, which is the best opinion that can be received as an entity. Ms. Garcia will be performing one more audit until a rotation to a new auditor is required. There was one finding. At the end of the fiscal year there was an unapproved, unrelated expense. The expense was inadvertently made with a District debit card. The expense was reimbursed immediately upon discovery and reported to the Board. She said that this is not a concern because the error was easily identifiable and corrected.
  - 2. Present 2<sup>nd</sup> Quarterly Report – Ms. Sollars asked if the Board had any questions about the 2Q report. There were none.
- H. Executive Session – At 1:17 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. Director Rakes moved to enter the Executive Session. Director Cassidy seconded. Roll call vote: Chairman Young; aye, Director Cassidy; aye, and Director Rakes; aye. The motion carried with none opposed.

Chairman Young returned the Board Meeting open session at 1:32 pm by stating "No decisions were made during the Executive Session and the only items discussed were on the agenda".

- I. Consent Agenda - Director Rakes moved to approve the Consent Agenda. Director Cassidy seconded. Roll call vote: Chairman Young; aye, Director Cassidy; aye, and Director Rakes; aye. The motion carried with none opposed.

1. DTA; Invoice #2112184 - \$3,750.00
2. Beasley, Mitchell & Co.; Invoice dated 1/31/22 - \$2,973.28
3. Cincinnati Insurance; Invoice due 2/10/22 - \$6,486.00
4. Stelzner, Winter, et al; Invoices #18443/18575 - \$1,402.38
5. Sally Sollars; Invoice #140 - \$3,516.02
6. Hasford Rentals; Invoice #121 - \$300.00
7. Northern NM Gas; Invoice #I004601 - \$70.90
8. T-Mobile; Invoice due 2/13/22 - \$44.25
9. Kit Carson; Invoice dated 2/1/22 - \$46.75
10. Petty Cash Report; Balance \$120.77

J. Reports

1. Administrative Report – Ms. Sollars reported that the December collections were \$59,068. \$99K was projected in the cash flow. The 2<sup>nd</sup> Quarterly Report was submitted to DFA. The 1099s were done and submitted to the IRS. The Fiscal Year 2021 audit was approved on February 1.

Three prepayments were received since the last Board Meeting bringing a total of \$75,660. Ms. Sollars said that she has just processed eight lien releases. These are the folks that have prepaid since July 1, 2021. A information sheet concerning the July 1 cutoff for prepayments was distributed to the real estate agents and title companies. Any prepayments received before July 1 are immediately release from the lien if they have nothing owing to the Colfax County Treasurer's Office. After July 1, the last assessment will be on the end of year property tax bill and must be paid prior to the release.

There may be a change in the insurance policies one-year effective date from December 10 to July 1 to match up with the fiscal year and smooth out invoice timing issues. The insurance agent is investigating.


An interview has been scheduled on February 28 with a potential candidate for the administrator's position.

2. Treasurer's Report – There were no questions.

- K. Adjournment – The meeting was adjourned at 1:38 pm.

Next Regular Board Meeting will be March 10, 2022

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Alan G. Young, Chairman

ATTEST:   
Sally Sollars, District Administrator