

**DRAFT**  
**Village of Capitan**  
**Budget Workshop**  
**April 23, 2024**  
**114 Lincoln Ave.**  
**4:30 P.M.**

The Village of Capitan Board of Trustees met for a Budget Workshop meeting on Tuesday April 23<sup>rd</sup>, 2024 at the Village Hall in Capitan, New Mexico at 4:30 PM.

Mayor Davalos Called the meeting to order at 4:30 PM.

Roll Call: Mayor Davalos – Here, Trustee Cleckler – Here, Trustee Shearer – Absent, Trustee Hair – Here, Trustee Menix – Here, The Village Clerk Angela Autrey, Finance Officer LeAnne Brasher, Water Department Head Steve Osborn and Chief Randy Spear were present. Cindy Bryan and Ray Roberts from Carr Rigs and Ingram Accounting attended via Zoom. A list of public attendees are Francis Traylor, Kay Strickland, Nita Taylor and Allison Provine.

**Item #1 Approval of the Agenda**

Trustee Hair motioned to approve. Trustee Menix seconded the motion. All in favor

**Discussion:** There was no discussion on this item.

**Item #2 Discussion – Budget Workshop Monthly and Quarterly Budget Overview.**

**Mayor Davalos** – What I would thought we could do is go page by page over the budget that you were handed out. I'll give you all a chance to ask any questions.

**Village Clerk Autrey**- Mayor, I'd like to introduce Cindy Bryan and Ray Roberts with CRI. They are our accountants.

**Mayor Davalos**- If you have any questions for them you can ask them directly also. Our first budget is the General Income.

**Trustee Cleckler**- A question I have, when I look at the Net Income, I'm looking at two different pages. One page you gave me here, Angela, what is the difference because, on March 2024 it says \$2,248,000 but here it has \$2,272,000?

**Village Clerk Autrey**- That's what we have in the bank. Total at those times.

**Trustee Cleckler**- This is what we have in the bank. Okay. Why are investments different?

**Village Clerk Autrey** – From each year?

**Trustee Cleckler**- Here you have a Washington Federal CD for \$316,000. Then we have the Investments. It just has total investments of \$1,300,000. See here it has two investments, \$1,437,087. But here it has total investments of \$1,300,000.

**Village Clerk Autrey** – Probably because we accrued interest.

**Trustee Cleckler**- This is both March and March, right?

**Finance Officer Brasher**- Are you including the water one?

**Trustee Cleckler**- I don't know.

**Village Clerk Autrey** – Yea, that's all of them.

**Trustee Cleckler**- See, it says Washington Federal and CD there. Right here my investment is one three.

**Finance Officer Brasher** – Because we have interest added in.

**Village Clerk Autrey**- When we take that out, we put it back into the General. Two of them just rolled over.

**Trustee Cleckler**- Still this is 1 million 4, and this is 1 million 3. Add 22,000 it's not the same.

**Village Clerk Autrey** – Maybe I didn't add them right.

**Finance Officer Brasher**- (speaking with Angela) So you have Water in this one. On your sheets, water investment is separate. If you go to your water.

**Trustee Cleckler**- So, why wouldn't it be under water with this one?

**Village Clerk Autrey**- I just did all of what's in the CD's. (showing Trustee Cleckler) There's one CD for this, and there's three CD's for this one. This is the money market account.

**Finance Officer Brasher**- So right now the Water investment is \$112,408.

**Trustee Cleckler**- Okay. So, we had the break-out accounts on our General Income. So, what all is included on our money on the General Income? As I go through these, it's several pages of it right? Is there any way we can get break-outs on our cash balances on any of that so that we know what which one has? So, my General Income includes the Governing Body, the Mayor, the Municipal Clerk, the General Admissions Finance Clerk. The Law Enforcement is in there, too right? Then Animal Control, Parks Rec., Senior Citizens, and then Corrections. What is, Corrections?

**Village Clerk Autrey** – That comes from Court.

**Mayor Davalos** – It's a fee that is charged within the fines and fees. Corrections is part of the court cost.

**Trustee Cleckler**- Then there's this \$40,000 negative. That's where we got from the small cities assistant right?

**Finance Officer Brasher** – No, that is from the beginning when we put the budget together. It was requested that we take \$40,000 out of the General and put it in the Water. That was due to the gross receipts. But because, we can not change how are gross receipts are done, with this specific Ordinance unless the Council changes it. So, that money did not go into the Water because the gross receipts are still going into the Water. So, until that Ordinance is changed, I can't change that.

**Trustee Cleckler** – Okay, thank you. Then the \$15,000 we had pulled out, that we adjusted, we are over 370% on that.

**Finance Officer Brasher**- Which one?

**Trustee Cleckler**- The 4<sup>th</sup> one over on the bottom, department 46060 reimbursements /refunds. We approved \$15,000, adjusted budget was \$15,000. Now we're \$55,000 is what we've done, 370%. It's on the General, the first page. It says school, and then it's cut off.

**Finance Officer Brasher** – That's the School Resource Officer. That's Brett and receive a portion of his salary back.

**Mayor Davalos** – Governing Body Expense.

**Trustee Menix**- How come we don't have any encumbrances on any of these pages so that we know what we are encumbering? On the last budget you gave us you gave us the encumbrances. This budget we have nothing to see how much is being encumbered.

**Finance Officer Brasher**- The way I had done it was, the balance of the budgeted expenses and so, I had changed the wording. I was told by everybody up here (meaning the board members) that, that is not the word encumbrance means. So, I changed it back to the Budgeted Expenses.

**Trustee Menix**- This is what we still have left to pay. Where it says Budgeted Expenses. I'm looking at Balance of Budget Expenses, \$1,867.

**Finance Officer Brasher**- This is what's left over from our Budgeted Expenses.

**Trustee Menix**- This is what we still have to pay out?

**Finance Officer Brasher**- This is what we have left over in our Budget.

**Trustee Menix** – But, I need to know, do you know how much we still have to pay before the next Fiscal Year?

**Finance Officer Brasher** – All I know is, there are two on the credit card. Where you guys had done your trainings and everything. We still have two of those coming in. I don't know the exact dollar amount.

**Trustee Menix**- Since January? Of what went on the card in January?

**Finance Officer Brasher**- I will have to double check. I may be getting confused from the training....

**Village Clerk Autrey** – I want to say its from municipal days.

**Mayor Davalos**- Those have not come in yet.

**Public Francis Traylor** – The remaining of the payroll. Is that what your question is?

**Mayor Davalos** – Do we have a total on outstanding bills?

**Finance Officer Brasher** – I'm going to have to look because I believe there are still two of the training for Municipal Days that are still outstanding.

**Trustee Menix** – So, you didn't put that on any...

**Finance Officer Brasher** – No.

**Trustee Menix** – We don't have any outstanding on this budget, is that correct?

**Finance Officer Brasher** – That's correct.

**Trustee Menix** – We can still go page by page but, how do we know what our bottom line is?

**Trustee Cleckler**- Approved adjustments. When were these approved?

**Finance Officer Brasher** – Are you still looking at the Governing Body?

**Trustee Cleckler** – Yes.

**Finance Officer Brasher** – Remember last month, I had given you guys that sheet. If you look right here it says pending. So, this is still pending.

**Trustee Cleckler** – So, where is this money coming out of to pay?

**Finance Officer Brasher** – In the Municipal Court, because her salary is no longer, I'm going to take from her software, 2,000 to put into here.

**Trustee Cleckler**- Okay.

**Mayor Davalos** – We will go to the Mayor. (no questions) Municipal Court.

**Trustee Menix**- Are we still paying Angela out of this?

**Mayor Davalos**- No.

**Trustee Cleckler** – So, what are the \$16,000 of adjustments out of this? Is this because Angela's not there?

**Finance Officer Brasher** – Right. So, I can take these out and put \$10,000 into the Clerks salary. \$4,900 into health insurance...

**Trustee Cleckler**- So all of this right here was Angela's salary before she was Village Clerk.

**Finance Officer Brasher**- Correct. Salary, health insurance, and software. That's why I was trying to explain down here.

**Trustee Cleckler**- Thank you.

**Mayor Davalos**- General Admin.

**Trustee Cleckler**- We have \$28,000 in fuel.

**Finance Officer Brasher**- Yes, Peggy is working on it right now because, neither Angela or myself have been able to get back to it. She is working on it ASAP to get all of that corrected. Where the fuel needs to go to each department.

**Trustee Cleckler**- How are we tracking the fuel?

**Village Clerk Autrey** – We have a system whenever they get fuel it goes by the vehicle. Their number and what kind of fuel they get and what tank. Whether it's here or there. We get all of it printed out.

**Mayor Davalos**- Each employee has a specific number that they use when they pump any fuel.

**Finance Officer Brasher-** Previously we just had cards for the gas station. Now we have our own pumps.

**Trustee Cleckler –** What gets me is where we budgeted \$1,000 for fuel and we are at \$29,000.

**Village Clerk Autrey –** That’s because we haven’t broken them out correctly from the General yet.

**Trustee Cleckler-** So, we have no idea if somebody is abusing it?

**Village Clerk Autrey-** I do. I can tell if they are using too much. We just haven’t moved it in the bank accounts.

**Trustee Cleckler-** Do we know how much the fuel was last year in total, budget wise? Gas prices are basically the same aren’t they?

**Village Clerk Autrey –** We get it a little cheaper than what they can get it on the pump but, I don’t have an exact number right now.

**Trustee Hair-** That’s a relatively new system that we are using as well. It’s only a partial amount at the end of the year.

**Public Francis Trailer-** So, is that for the year Angela?

**Trustee Cleckler-** What gets me is we have \$28,900 for the first two quarters, January and February. In March we only had \$70.19.

**Steve Osborn –** They are bulk tanks. So, when we purchase it, it all goes in so it’s a big bill. Then you draw it out over time.

**Village Clerk Autrey –** You have to start out with the price of the fuel that goes into the bulk tank.

**Trustee Cleckler –** Okay, I see that it hasn’t hit yet.

**Village Clerk Autrey-** We will run it out before we go to the next fill.

**Mayor Davalos-** Like she said, we used to purchase our fuel down at the gas station. Instead, we have bulk tanks now. It has to be separated into each department. As they draw it out to separate it then. One bill, am I correct, it comes in in one large bill and then it’s separated out as they use it per month.

**Village Clerk Autrey-** Yes, we are almost done with it.

**Finance Officer Brasher-** As soon as Peggy’s done with it, I’ll make the adjustments.

**Trustee Menix-** Who is paid out of General? I think I’ve asked that before and you guys gave me a list that stated who was paid out of the General Admin. Whose salary’s come out of that?

**Finance Officer Brasher-** That’s basically Kevin, Janiece, and Peggy.

**Trustee Cleckler-** Going back over our previous stuff. I only found 3 of the approved adjustments. They were done in October. So, all of the other adjustments, when did they get approved? Where, how did it happen, with \$28,500 showing approved adjustment. I mean, in that \$28,500..... where, are we paying for this? Where is it coming out of? So, it’s all coming out of these different things right here. Right?

**Finance Officer Brasher-** That is correct.

**Trustee Cleckler-** Then we have this \$40,000 attorney fees too. It’s adjusted but not done?

**Finance Officer Brasher-** Yes.

**Trustee Cleckler-** But you have to cancel each other out right? One is in parentheses and one is not.

**Finance Officer Brasher-** We were going to take \$20,000 out of the attorney fees and put it into the professional fees.

**Trustee Cleckler-** None of this came out of our cash balances? You have pulled this out of different places, right?

**Finance Officer Brasher-** That’s what I was trying to do. There will be a portion that will come out of cash.

**Trustee Cleckler-** Do you know how much?

**Finance Officer Brasher-** As of right now, it is going to be the \$28,500 that you show. Because when I brought the adjustments to the board, you did not approve them.

**Trustee Menix** – What’s the lease purchase?

**Finance Officer Brasher-** Lease purchase is going to be the copier, watercooler, postage machine.

**Trustee Menix-** Postage, did I not see that?

**Finance Officer Brasher-** The postage machine is a piece of equipment through a lease purchase. Not postage.

**Trustee Hair-** That is a part of Pitney Bowes. Correct?

**Village Clerk Autrey-** Yes.

**Trustee Cleckler-** On the insurance. How much has that gone up from last year to this year? Do you know what it’s going up for next year?

**Finance Officer Brasher-** It went up in January like 10%. I have not heard if it’s going up again in July.

**Village Clerk Autrey** – I thought we were supposed to get a refund because they weren’t supposed to do a rate hike during the middle of the year and so New Mexico Municipal League has been fighting that and I’m pretty sure they won. So, I don’t know that it’s going to go up. We may actually get some money back on that.

**Mayor Davalos** – Finance

**Trustee Cleckler** – Are you the only one in Finance?

**Finance Officer Brasher-** Yes.

**Mayor Davalos-** Municipal Clerk

If I’m correct, we do not have a Municipal Clerk at this time. Angela’s taking care of that.

**Village Clerk Autrey** – They took me out of the Court and put me into Municipal though.

**Mayor Davalos** – So, that would be a position that would be coming up. If we could fill that position when it is open. That person would be assigned to the Court, correct?

**Trustee Cleckler-** So, these adjustments for \$15,900. This where you are pulling them all out from?

**Finance Officer Brasher-** Yes, these specific ones will be going....

**Trustee Cleckler** – So, how much does the Municipal Clerk get paid? Because we pulled out \$16,000 on the previous page?

**Finance Officer Brasher-** Correct. So, the \$15,969 the other \$2,000 something is going to the Governing Body.

**Trustee Cleckler-** Then the Clerks salary, so, these negatives right here on the Clerks salary is over here again.

**Mayor Davalos-** Law Enforcement

**Trustee Menix-** The salaries here are they everybody’s but Danielle? Or is Danielle also in this?

**Finance Officer Brasher-** No, Danielle is separate.

**Mayor Davalos-** Also, on your budget here. Is it reflecting what we get back from the school for the SRO?

**Finance Officer Brasher-** On this particular sheet? No.

**Village Clerk Autrey-** Cindy has a question. (Angela is reading a message from Cindy while waiting for her to unmute her Zoom)

She says she had some questions on whether costs should be allocated to other funds from General and Admin.

- 1) Fuel (as we have discussed)
- 2) General liability/property Insurance
- 3) Part time wages – they are way over budget??

**Trustee Cleckler** – So we are way over budget on what? Is that what she said?

**Village Clerk Autrey-** On the Part time Wages.

**Finance Officer Brasher-** The part time wages are due to Janiece’s salary that was not in the budget. We are back at the General correct?

**Cindy Bryan CRI-** It was the G&A part.

**Finance Officer Brasher-** Do you want to repeat your questions Cindy?

**Cindy Bryan CRI-** Of course the part time salaries. I was just curious why we were so far off the budget on those and should that salary be allocated somewhere else and it's just in G&A? The General Liability Insurance, that was budgeted for \$56,000 and it's got \$73,300 in there? I think that maybe some of that was for one or the other funds and it should have been allocated.

**Finance Officer Brasher-** When I broke it down. This insurance did go up from one year to the next. When I did the break-down. That is what it came out to. I would be more than happy for you to come double check my figures of the breakdown.

**Cindy Bryan CRI-** I know insurance went up like crazy last year. I'm just trying to make sure that there wasn't something that needed to be allocated.

**Finance Officer Brasher-** When you come, will you double check my figures on that?

**Cindy Bryan CRI-** I sure will. We'll go over all of that. When is the budget due to DFA for the next year?

**Finance Officer Brasher –** June 1<sup>st</sup>.

**Cindy Bryan CRI-** Okay, I know what my target is.

**Mayor Davalos-** We are at Law Enforcement.

**Trustee Cleckler –** Once again. The \$2,500 on the other operating cost, which was the defibrillator. I thought you said that was paid for by something.

**Finance Officer Brasher –** They did get a grant for that.

**Trustee Cleckler –** So, this shouldn't be on here then.

**Finance Officer Brasher –** A grant of \$4,000 which I should have put on here. But I did not. I will make sure that it goes on to the next one.

**Trustee Cleckler-** So, the \$2,500 right there. That's going away then.

**Finance Officer Brasher –** Yes.

**Mayor Davalos –** Animal Control

**Trustee Cleckler –** I was talking with Randy a couple of weeks ago and he was saying something about, something was messed up with Danielle's insurance or something or her retirement. I take what that adjustment is.

**Finance Officer Brasher –** It sums it's self out.

**Trustee Cleckler-** That's what that is right?

**Finance Officer Brasher –** Yes. It zero's it's self out. Put this amount for her health insurance and we pulled it out of this.

**Trustee Cleckler-** But I mean. When we do adjustments like that, do the Trustee's have to approve?

**Finance Officer Brasher –** No.

**Public Frances Traylor-** Are you sure?

**Finance Officer Brasher-** Doing it like this, is considered a local. And a local does not have to have a Resolution.

**Public Frances Traylor –** Oh, okay. I thought when I read the DFA it said you did. All adjustments had to be.

**Finance Officer Brasher –** Only the State has the resolutions.

**Public Frances Traylor –** Is DFA not State? It's Federal, or what is it?

**Finance Officer Brasher-** So, through the DFA when you are transferring from one-line item to the next within the same category.

**Mayor Davalos-** You have to use a resolution if you are moving it from one department to another.

**Finance Officer Brasher-** Right, and you don't have to have a Resolution if it is being moved within itself. You have a local bar and then a State Bar.

**Mayor Davalos –** Parks and Rec.

**Trustee Menix** – Who is being paid out of Parks and Rec.?

**Village Clerk Autrey** – That would be Ronnie, Michael, and Eric. Because we moved Eric into the Parks and Quincy into the Street.

**Trustee Menix** – Okay so, we have three guys in Parks and Rec.

**Trustee Cleckler**- Now that was on the, I think the January meeting agenda. But that agenda was.. That was never brought back. I think that we approved.

**Village Clerk Autrey** – That was in December.

**Mayor Davalos**- It was a month before.

**Village Clerk Autrey**- I can get the minutes, if you want.

**Finance Officer Brasher** – Then Michael, he was never budgeted because he wasn't here at the time.

**Trustee Cleckler** – Seems like I remember somebody telling me at one time. That if you can get hired on to the Village as a temporary employee, then you never get done. Are these guys....

**Village Clerk Autrey** – You don't get what?

**Trustee Cleckler** – You just stay on as a temporary employee.

**Village Clerk Autrey** – No we had to bring Quincy back up to make him permanent. I don't remember which month though.

**Trustee Cleckler** – So, our ordinance and our budgets and everything says that we are supposed to have three guys in Parks and Rec.?

**Village Clerk Autrey** – So, there is an issue with that. We can discuss that in private if you all want because I can't explain all of it to you in the public.

**Trustee Cleckler** – I got it. It's personal.

**Village Clerk Autrey**- That's why Michael wasn't in this budget at the time because, situations.

**Trustee Hair** – That would mean that we would need to go into executive session.

**Village Clerk Autrey** – I'll be more than happy to explain.

**Trustee Cleckler** – I completely understand that. (looking back at the budget sheet) We look at our percentage's year to date on total, we are at 114% right now. So, we are overbudget in Parks and Rec.

**Finance Officer Brasher** – Right, because Michael was never budgeted.

**Village Clerk Autrey** – It wasn't just Michael.

**Trustee Menix**- So, the salary is being pulled out of General then? To cover it, where are we pulling the money from since he was never budgeted to the Parks and Rec.

**Finance Officer Brasher**- It'll have to come from General.

**Trustee Cleckler** – So, general we are talking about our unrestricted cash.

**Finance Officer Brasher** – Yes. Correct.

**Mayor Davalos** – Senior Center

**Trustee Cleckler**- Once again, the pending budget is unrestricted cash?

**Finance Officer Brasher** – Correct.

**Trustee Cleckler**- I'm sorry, go back on Parks and Rec. You are saying that we are overbudget right now. So, everything for the rest of this budget year will have to come out of unrestricted cash to pay for those employees.

**Finance Officer Brasher** – Yes.

**Trustee Cleckler** – That's salaries, their insurance, their everything.

**Finance Officer Brasher** – Yes, and as I'm trying to figure where I can not have to take it out of unrestricted cash but, possibly from a different location or line item.

**Trustee Menix**- Do you have a ballpark of how much we need to come up with to cover all of this?

**Trustee Cleckler**- At least \$30,000.

**Finance Officer Brasher** – Yes. For Parks and Rec.

**Mayor Davalos** – Do you have any questions for the Senior Center?

**Trustee Cleckler** – I'm looking at the percentage. We are at 98% there. We are close to being overbudget, we have three months left with the Senior Citizens Center too.

**Finance Officer Brasher** – We paid for them to have the locks and something else with the dumpsters. So, we had to pay for that.

**Trustee Cleckler**- I see that the Senior Center is a small amount compared to Parks and Recs. But.

**Mayor Davalos** – Corrections.

**Trustee Cleckler**- So, Corrections are the fees that we bring in for the Court.

**Mayor Davalos**- It's another part of the Court cost that come in from the Court.

**Trustee Cleckler** – So, we've made \$1,100 the first and second quarter, and our expenses have been....

**Finance Officer Brasher** – Right. We are supposed to be getting the Sluth.

**Village Clerk Autrey**- Yes, actually we've been approved to be reimbursed.

**Trustee Cleckler**- Randy was telling me about the Sluth on that. How is that going to affect?

**Village Clerk Autrey**- It's for the court. Not theirs, the court one. Because they have the Sluth program as well. Ours is getting completely reimbursed for \$1,907.

**Trustee Cleckler** – Hopefully that will make us even for the year.

**Mayor Davalos** – The Fire Protection Fund.

**Trustee Cleckler**- The \$16,000, that some of equipment that wasn't budgeted for that they bought?

**Finance Officer Brasher** – Yes.

**Trustee Cleckler**- I guess the high-pressure pump.

**Finance Officer Brasher**- Yes, the high-pressure pump.

**Mayor Davalos**- Law Enforcement Protection Fund.

**Trustee Cleckler**- This is mostly equipment and stuff?

**Chief Randy Spear** – It's used for equipment, travel and training. This year they added retention. To where I can buy any equipment. I can buy cars, radios, vest, ammo., records management systems. Anything that we use, that we need.

**Trustee Cleckler**- What do you mean by retention?

**Chief Randy Spear** – LeAnne, what did she say to call it? That we couldn't call it a bonus.

**Finance Officer Brasher**- No, that's the Law Enforcement Recruitment and Retention. That's different.

**Chief Randy Spear** – Well, no. They added this into LEPF fund for next year.

**Finance Officer Brasher**- They did? I didn't know.

**Mayor Davalos**- It will start next fiscal year. This year we have a Recruitment and Retention and it pays for a percentage of our Law Enforcement Officers wages.

**Trustee Cleckler** – Yea, I knew that.

**Mayor Davalos** – Next one, Law Enforcement Recruitment.

**Trustee Menix** – This says that it's 100%. The rest will come out of..

**Finance Officer Brasher** – Out of Law Enforcement.

**Trustee Cleckler**- Then next year this goes down right?

**Finance Officer Brasher**- Next year is \$18,500.

**Trustee Cleckler** – This is like half, then it goes down to a quarter?

**Mayor Davalos** – Lodgers Tax.

**Trustee Cleckler** – Once again, \$7,100. Did we approve that one? On the adjustment.

**Finance Officer Brasher** – No, that has not. Part of it has been approved, but I still need to get approval on the \$500.

**Trustee Cleckler** – The \$500 that was Peggy.

**Finance Officer Brasher** – Yes.

**Trustee Cleckler** – We approved that one the last meeting.

**Finance Officer Brasher** – It still has to come to you guys.

**Trustee Cleckler** – No, we have. At the last meeting we approved it.

**Public Francis Trailer**- I think he's talking about your budget adjustment.

**Trustee Cleckler** – You have a budget adjustment of \$7,100.

**Finance Officer Brasher** – Right. So, we needed the \$7,100 to make it the \$19,100 to cover the Hometown Association, advertising for Peggy and what was already spent for the 4<sup>th</sup> of July Parade.

**Trustee Cleckler** – That came out of the unrestricted cash, right?

**Finance Officer Brasher** – Correct.

**Trustee Cleckler** – Do we have an idea of how much we've pulled out of unrestricted cash? Like a running total or anything that shows what you've done on that?

**Finance Officer Brasher** – For this year?

**Trustee Cleckler** – Yea. Because we hitting it. Like with the Parks and Rec. and we have \$7,100 right here, we have this. That's our cash reserve right?

**Finance Officer Brasher** – I'm going to be working with Cindy when she gets here to help out. I did sort of start a sheet of what is over budget in each department but, I've only got two departments done.

**Trustee Cleckler** – How far are we over budget in those two departments?

**Finance Officer Brasher**- So, it's going to be about \$121,000 right now.

**Trustee Cleckler**- Over budget? In which two departments?

**Finance Officer Brasher** – That is going to be Parks and Rec. and Admin.

**Trustee Cleckler**- Okay.

**Mayor Davalos**- Street Department.

**Trustee Menix** – It's Johnathan...

**Village Clerk Autrey**- Rusty and Quincy.

**Trustee Menix** – And we going to end up being over budget on this, looking at it. Because we are already at 80% on salaries.

**Trustee Cleckler** – Our total right now is at 94%.

**Trustee Menix**- Is that going to come out of unrestricted cash?

**Finance Officer Brasher**- It's going to have to be an adjustment from General and putting into Street Department. On top of my head, I don't know. We just received more gross receipts and that broom that he was talking about in one of the meetings. That was actually part of last year's budget but, I did not know to bring that forward. So, that's \$22,057. I'm still learning a lot of these things.

**Trustee Cleckler** – So, how does that mess us up, if something from last years budget, that was approved. Maybe that's a Carr and Riggs question. Could that be an audit finding? It's \$22,000, how do you fix that?

**Village Clerk Autrey**- A budget adjustment. It's not wanted but that's how you fix it.

**Trustee Cleckler** – That would be another unrestricted cash that pays for it. And this next income that's \$46,661, am I reading that wrong, that's negative that we have to pay for right now?

**Finance Officer Brasher**- That's what we are in the negative.

**Trustee Cleckler** – Right now. Without the \$22,000. So, that puts us at \$68,000 negative right there.

**Finance Officer Brasher**- No, \$22,000 is part of that \$46,000.

**Steve Osborn**- If it wasn't used in last year's budget, like I know that some of mine we didn't use. That's still within the department. So, it would revert back to cash on hand.

**Trustee Cleckler** – That's our unrestricted cash, right?

**Steve Osborn** – We had put it in our budget, and it doesn't get spent that year, it goes back. So, then the next year, you are just taking it out that year. It may not have been put in the budget correctly.

**Trustee Hair**- So it's a carry over, is what it is.

**Mayor Davalos**- Capital Projects.

**Trustee Cleckler** – My first question on that is, at the top, under Capital Projects. Funds are reimbursed by the State on a draw method?

**Mayor Davalos** – Correct.

**Trustee Cleckler** – So, I was under the assumption that we got the checks for Tiger Dr. and put it into our checking account.

**Mayor Davalos**- There are some grants that they give you the money, and you spend it off of there. There are other grants that are what they are calling a draw. You spend it. You send them an invoice and then they reimburse. Am I correct LeAnne?

**Finance Officer Brasher**- On some of them, Yes. But on those three particular road projects, we actually received...

**Trustee Cleckler**- The money in February.

**Finance Officer Brasher** – This is all Department of Transportation.

**Public Francis Trailer**- How much did you receive LeAnne?

**Finance Officer Brasher** – We received \$1,467,500.

**Trustee Cleckler**- Is that just one project or?

**Mayor Davalos** – That’s all three.

**Finance Officer Brasher**- No, there is still one more.

**Trustee Cleckler** – I think there is one for \$70,000. I’m not sure.

**Finance Officer Brasher**- We received that one back in the second quarter. That was Mt. Terrace.

**Trustee Cleckler** – The \$115,830.

**Finance Officer Brasher** – Yes

**Trustee Cleckler**- Why don’t we have that \$1,400,000 in here?

**Finance Officer Brasher** – What do you mean?

**Trustee Cleckler** – You said you received the money. (Looking at papers with LeAnne)

**Finance Officer Brasher** – Here is Mt. Terrace, and here is Tiger Dr. (pointing out information on the sheets)

**Trustee Cleckler**- Okay. I’ve got it.

**Finance Officer Brasher** – I spoke to our analyst. He said that I needed to put those in the budget through a Resolution.

**Trustee Cleckler** – Okay. That’s the Resolutions from the last meeting.

**Finance Officer Brasher** - Yes.

**Trustee Cleckler**- Then the expense of \$35,274 is what we are pulling out of that money that they paid us right?

**Finance Officer Brasher** – Correct. Also, the \$12,269 in March.

**Trustee Cleckler**- Okay. Steve, on your water projects, the two lift stations. Where are those at?

**Steve Osborn** – We have the old one and then we had the new one installed.

**Trustee Cleckler**- I have two different lines on the lift station. One was expensive, \$67,000. So, I’m sure that’s got to be the new one, right?

**Steve Osborn** – It was a little more than that. But the \$67,000 was probably what we had to come up with the extra.

**Trustee Cleckler**- But that was part of the grand or whatever.

**Steve Osborn** – Yea, a grand five. We were expecting \$25,000. Kevin came back and had to do something. I don’t know what it was.

**Trustee Cleckler**- So, the other lift station is the one that we fixed?

**Steve Osborn** – That’s the old one. So, they built a new one then had to rehab the old one.

**Trustee Cleckler** – So, that is probably what that is. Okay.

**Trustee Menix** – On the Train Depot. Where are we on that? Is it still at a standstill?

**Village Clerk Autrey** – It is at a standstill.

**Mayor Davalos** – Water Enterprises.

**Trustee Cleckler** – The \$3,000 budget adjustment is the interest that we've made off of the investment?

**Finance Officer Brasher** – That particular CD.

**Trustee Cleckler** – Can I go back? I see everybody where there is unrestricted cash. Like the \$80,000 there, this and that. How did the Fire Fund get to \$500,000?

**Finance Officer Brasher** – Until Kevin came aboard. The Fire Department very rarely spent money. So, that kept accumulating.

**Steve Osborn**- They get extra funds from the State.

**Trustee Cleckler**- I wish they would treat everybody that way.

**Steve Osborn** – Yea, buy me a fire truck and call it a water truck. (laughs in the room)

**Mayor Davalos**- Water Enterprises Expenses.

**Trustee Cleckler** – The only thing I see what the \$40,000 done. We have contract attorney fees for \$10,000 adjustment on that. What was that adjustment on that?

**Finance Officer Brasher** – I'm taking that \$10,000 and putting into...

**Trustee Cleckler**- Going into utilities and electricity?

**Finance Officer Brasher** – Yes.

**Trustee Menix** – This is Steve, Justin and Kerry.

**Trustee Cleckler** – The question on these guys. On their retirement. Why is it at 153% when nobody else is over?

**Finance Officer Brasher**- Retirement is also accumulated on any overtime, anything extra that goes into their paycheck. Then their retirement is calculated on that also as income.

**Trustee Cleckler** – So, it's gone up that much because of overtime?

**Finance Officer Brasher**- I will double check that one because it's 6% of their pay. There are two of them on their retirement.

**Trustee Menix**- So, they are pretty much self-efficient but they going to balance out at the end of the year, correct?

**Finance Officer Brasher**- I sure hope so.

**Trustee Menix**- I'm just saying that there will not be very much at all left over because you are at 82%.

**Trustee Cleckler** – We have 3 months. So, they should be pretty close. My question, Contract Professional Fees. We approved \$50,000 where it's \$71,000. What is that?

**Steve Osborn** – Dennis Engineering Company. Throughout the year we've had several line extensions, we've had boars, we've had (in audible) down here. I say \$40,000 because of the Sewer, and \$40,000 for the Waste Water.

**Trustee Cleckler**- That's another one because we budgeted \$14,000 for there fuel, but that's what Peggy's working on. Then on the utilities. Steve, why are you at 148%?

**Finance Officer Brasher** – When I originally budgeted it, I was not budgeting that part across the street, was going to fall under commercial. So, the commercial made it go up.

**Steve Osborne**- What commercial are you talking about?

**Finance Officer Brasher** – Across the street.

**Steve Osborne** – We don't have any water over there.

**Finance Officer Brasher**- The old fire station.

**Steve Osborne**- We don't have water in my building. That's Parks and Rec. There is a tap there for the little park but, I don't have any water. Actually, my water is shut off.

**Finance Officer Brasher** – Can we go over what I'm talking about? Because I understood that it was for the water department.

**Mayor Davalos** – Solid Waste.

**Trustee Cleckler** – I know we have the disagreement with Greentree and the GRT's. So, where does that GRT, is it going to General Fund or is it going into waste water or water? Where is the money going to? I know divides out, the different percentages.

**Finance Officer Brasher** – The total of the gross receipts goes into the general and then it gets calculated between the General Account, the Street Department, Water Department, and Sewer.

**Trustee Cleckler** – But we have the extra \$17,000, I don't know what it is, that we are getting from the state now. Is that just going to the General Fund.

**Finance Officer Brasher** – I don't know what you are talking about.

**Trustee Cleckler** – Well, we are not paying the Greentree.

**Mayor Davalos** – Okay. That is something we are looking into. That is what Greentree says we owe them. The attorney is looking into all of the paperwork. They need to find something that tells me that I owe that money. I can't just write a check. That's what...

**Trustee Cleckler** – No, no, no. I understand that but it's like the \$17,000.

**Mayor Davalos** – It's that \$17,000.

**Trustee Cleckler** – So, is that just sitting in the General Fund?

**Mayor Davalos** – We have not allocated the \$17,000, they say we owe.

**Trustee Cleckler** – I'm not saying to pay it. So, that \$17,000, that has come in, has it been divided out by percentage?

**Mayor Davalos** – It's been divided out like we needed to Per our Ordinance, it's divided up.

**Trustee Cleckler** – That's what I was trying to say. Or is it just sitting in an account until we are over with it or just go ahead and divide it out.

**Mayor Davalos** – It's divided out. And we do have an Ordinance that give us the percentages.

**Trustee Cleckler** – I saw that Ordinance. Thank you.

**Trustee Menix** – Has it not been discussed several times, about moving some of this money into your department? (question towards Steve)

**Mayor Davalos** – Solid Waste is trash.

**Trustee Menix** – Sorry, wrong page. Waste Water, we have discussed moving money into that several times.

**Trustee Hair** – There is certain requirements that we have to meet before that can be done but, yes.

**Mayor Davalos** – Waste Water and Sewer Fund.

**Trustee Menix** – Okay, there is a salary that is \$50,000. Whose salary is that?

**Trustee Cleckler** – That position is not filled.

**Steve Osborn** – Originally what we did was, on the rate study. The way that was done, we were supposed to put 25% of the fixed cost all on Waste Water. In the jumble of getting the budgets done, at the end of last year, that never happened. We had budgeted, and it was approved, for another person on a temporary basis to help on water, but we figured if we put it into waste water, that would come somewhat close. I've looked into it a little bit more on our expenses. It would be more like \$100,000 if we put 25% of all of the fixed cost. So, the insurances, the copier. We use it for both. Waste Water does not pay any expenses. So, 25% of that is supposed to go to Waste Water. Then with the rate study, it was approved to put \$35,000 back into the Waste Water.

**Trustee Menix** – That was when we had that gentleman do that study?

**Steve Osborn** – Yes, the rate study. (In audible) So, that salary, that position has not been filled. It had been approved but, if you guys want to support it or not. I'm running out of time, big time.

**Trustee Cleckler** – I have a question. For professional services, we have budgeted \$190,000, then we've used \$29,000. What was the \$190,000 budgeted for?

**Finance Officer Brasher** – That would also include the sludge pumping.

**Steve Osborn-** We had \$160,000. Our Waste water plant is out of compliance again. We just got the results back and I took them in March. We've got a sludge buildup (In audible). I've been trying to get it pumped for two or three years now. The engineers with that was going to cost us another \$40,000. So, that \$160,000 would be \$200,000. So, we are trying desperately to get it done as cheap as I can.

**Trustee Cleckler –** So, this is something that we'll, in the next month or two, get the sledge pump.

**Steve Osborn-** No, we won't do it this year. LeAnne has already shut us off of spending for this year. I haven't had the time to get it done. It would have to be one that we have to roll over.

**Trustee Cleckler-** Okay.

**Trustee Menix-** Can I ask a question? If we are over in Parks and Rec., can one of them go over and help Steve right now? Or is it because they are not certified to do what you need done? Can they do something else so that you can have somebody certified that can do what needs to be done?

**Steve Osborn-** We've talked to them and haven't found anybody that's putting interest in coming over.

**Trustee Menix –** I'm just trying to think of our financial situation.

**Mayor Davalos –** We've talked about that earlier today to check with them so see if any of them would be interested in moving over into water. I can't just make them.

**Trustee Menix-** You can't?

**Mayor Davalos –** No.

**Trustee Menix –** I guess the question is, why do we have three in Parks and Rec? It just seems like to me that the Street department is a lot more busy. The Water Department is a lot more busy. I'm just trying to think of creative situations.

**Steve Osborn –** We've had 3 in the Water Department since 1996. I can guarantee you.

**Trustee Menix –** I'm just trying to be creative, at the moment until we get some final numbers. I do know he needs help. I just keep looking at what keeps coming out of cash reserves as we are doing this.

**Mayor Davalos-** We'll look at that. But also have an executive session so we can sit down and discuss some of these employee position situations.

**Trustee Menix –** I know he needs help. I'm just trying to get someone there to help him until. Because we are way over budget in Parks and Rec.

**Trustee Cleckler –** And he has money.

**Mayor Davalos –** Any more questions on Water and Sewer? Okay, Cemetery fund.

**Trustee Menix –** I guess when we have people that pass, that's when the income comes from.

**Finance Officer Brasher-** Yes. The sale of plots and then the openings and closings.

**Trustee Menix-** It says that we are over, but that's because of the Mapping? We had to spend a little extra, correct?

**Finance Officer Brasher-** Right. Because you had approved the \$24,720 and then you guys approve the other \$5,000.

**Trustee Menix –** So, what we are over, is going to have to come out of unrestricted cash?

**Trustee Cleckler-** No, they have their money in their budget.

**Trustee Menix-** It says that we are at 100%.

**Finance Officer Brasher –** No. Remember, we all talked about it for that budget adjustment.

**Trustee Menix-** I just want to make sure we are okay. We aren't going to have to take any money from anywhere.

**Finance Officer Brasher –** So, that money has to come out of unrestricted cash. If we were to have no other encumbered expenses, this would carry over into the next year. (Many people talking at once)

**Mayor Davalos –** Smokey Bear Enterprises

**Trustee Cleckler-** I still don't understand the \$85,000 that was put in. Because, it seems like for years...

**Finance Officer Brasher –** Are you talking about the bank account?

**Trustee Cleckler-** Well you put on the revenue fund. The \$85,000 that was put in there. That came when you broke out the accounts. Right?

**Village Clerk Autrey-** We still need to take out the payroll. We haven't adjusted that yet.

**Trustee Cleckler-** That's the pay roll for just this year? Or previous years too?

**Village Clerk Autrey-** Just when we broke that out.

**Trustee Menix-** It has to support itself, correct?

**Finance Officer Brasher-** It should.

**Trustee Menix-** I don't know if anybody knows this or not but, there was an elderly lady that ran it for us forever when I was just a kid. Did she not contract that out from the City? Frances, you know who I'm talking about.

**Public Frances Trailer-** Willie Hobbs?

**Trustee Menix-** Yes, thank you. Did she not contract that out from the City? Is that something we could consider? Or is that something we can't consider anymore? Because that would be automatic income then.

**Mayor Davalos –** So basically lease it from us and run it as their own business.

**Trustee Menix –** Yes.

**Village Clerk Autrey-** Someone would have to basically purchase it, right?

**Trustee Menix-** Well, no. They would have to pay us a lease every year. Like, rent the building basically verses us taking on the responsibility of it all.

**Village Clerk Autrey –** I don't know. I'd have to go look.

**Trustee Menix –** Was that who you were talking about? (asking Steve)

**Steve Osborn –** No, it was Gloria and Laurie Aldez. They ran it for 15 years or so.

**Trustee Menix –** Right. I just didn't know if they leased it from the city? Is that something that you can look into records?

**Village Clerk Autrey –** I can look into it. I really haven't gone back that far.

**Trustee Hair –** When they were looking at the projected plan for 285 acres, and this was a plan that they were going to look into. I think that if it's feasible, then it's a good idea. To go in and lease it out and have somebody else go in and run it. That way the Village is only accruing. If that's still feasible to do.

**Public Francis Trailer-** Do you remember when it was when Willie Hobbs ran the Gift shop?

**Chief Spear-** In the 80's, she was there.

**Trustee Menix –** Like I said, when I was a kid, she ran the gift shop. Was she on a lease plan?

**Public Kay Strickland-** I'm sure she was on a lease.

**Chief Spear-** That, I can't answer.

**Mayor Davalos –** Water Security Deposits. These are deposits that when a customer puts a deposit down for service. These are refundable.

**Trustee Cleckler-** What is the expense?

**Finance Officer Brasher-** The expense would be the refunds back to the customer.

**Trustee Menix-** How many years until they get their refund?

**Finance Officer Brasher-** I believe it's 3 years.

**Mayor Davalos –** 3 years and they've got to be in good standing.

**Finance Officer Brasher-** Some people will have a security deposit and then they don't pay their bill, so then we use that security deposit to pay their bill.

**Trustee Menix-** Is this in a fund where it can incur interest?

**Finance Officer Brasher –** Are you asking if it's in a fund by itself right now?

**Trustee Menix –** Is it in a fund than can incur interest?

**Village Clerk Autrey –** We were just talking about that the other day.

**Trustee Menix-** This is just another way to make a little bit, if it's an interest-bearing fund. Instead of sitting there. Maybe like a money market, where you could just withdraw out of it.

**Public Francis Trailer-** You could write check from it or even transfer from there to where you need to cut checks. That's the way I used to do mine.

**Finance Officer Brasher-** The question I have, if you are putting it into an account that is earning interest, do you not have to give that interest to the customer?

**Public Francis Trailer-** No. You give it to your account.

**Finance Officer Brasher –** I know that in some states. If you have it in holding and earning interest on it, you are supposed to give interest to that person.

**Public Francis Trailer-** In New Mexico, let's say your money is coming in. If you put it in a money market account then you are drawing interest. That goes back into general, what ever Kevin's stuff is, that would go to his account. You could draw interest and have a little bit of extra money.

**Mayor Davalos-** Okay.

**Trustee Menix-** Is the accountant still on there? So, every time I look at our budget, I always feel like we are way over budget.

**Accountant Cindy Bryan –** Yea, it looks like that.

**Trustee Menix-** Okay, but they are wanting to hire new people. Do you recommend that we hire new people because we are so over budget?

**Accountant Cindy Bryan –** Well, eventually you are going to run out of cash. If you keep taking additional money out of your cash investments. In order to hire more people, we need to figure out how to create more revenue.

**Trustee Menix –** I don't doubt that any of these people don't work hard, that they don't need it, but I just feel that we need to get creative in where people are working and how they are working. I really don't see where we have the money in the budget.

**Accountant Cindy Bryan -** Yes.

**Trustee Menix –** That's why I'm directly asking you if you recommend, we hire more people.

**Accountant Cindy Bryan –** Not right now. Let me put it this way. Not from what I'm looking at right now. I will work with LeAnne when I come there. I have some questions about some of these and different allocations. There not really any place that's over budget. There is a lot of funds that are spending their existing cash. I think that there are some allocation issues. I know the water department, the solid waste, have we looked at rates lately. I don't know about that. So, there could be something there. There could be some more grants out there we could be looking at, at some point. This group is doing a great job working on these books and trying to keep the current books clean. We are struggling on some books that people prior to the group that's working on them now, LeAnne and Angela. The people that did something to the books back then, aren't here. So, we are struggling through that a little bit. We'll make it through. We are getting closer and closer every day. I think it's something that I can work with LeAnne on. We do need to look at this budget closely to see where we can cut. See where we can generate some additional revenues as we are going into 24 and 25.

**Trustee Menix –** Well I do know they are short one in the office because they haven't replaced Angela. I can see where that's a place we are saving money at this point in time. But, it's like, I keep trying to tell everybody. On average we are making about \$1,000,000,000 a year. I know that's give or take on either side. But, we spent over \$1,000,000,000 in salaries last year. So, that's why we can't continue taking out of our unrestricted cash, because then we are not going to have unrestricted cash if we keep taking out of it.

**Accountant Cindy Bryan –** Another issue you have, that I've observed is, you are a small Village that also has a place close and are more at risk of having more of skilled employees that risk of going somewhere

else to get a job too. There is that with your current employees but, I don't know that you have any money in the budget, just looking at it today to hire any additional employees.

**Trustee Cleckler** – On the budget. So, you are looking at the 23/24 budget.

**Accountant Cindy Bryan**- Yes. I'm looking at the same thing that you guys are looking at.

**Trustee Cleckler** – Okay so, on the prior budgets before that, does it look like we are having good numbers to work with on it? I mean 20/21, is it that bad that we are going to be hit with some big findings?

**Accountant Cindy Bryan** – When you get findings for the 20/21, 21/22. There is no way you can avoid that.

**Trustee Cleckler** – I understand that.

**Accountant Cindy Bryan** – There's things that happened that, we don't know how they happened. The good news is you are all new coming in. You have a chance to respond to them and tell them how you are fixing them. That's the good news. There's been progress with the books. There's been progress with the people that are working, and you guys have been working hard as well. Also, we might look at what people's job duties are and not look in the past. We may just have to redefine what people are doing. I think that somebody said that. I think that was good. We may have to rearrange things. Findings don't normally cost money. There are certain kinds what would, if you have a lot of federal funds and things like that that would do that. But, right now like I said, even if you have findings in the current audits that are going on. You guys are the hero's because you are curing them. You got rid of all of that and you've got new people that are making them right.

**Trustee Cleckler**- I'm just looking at a letter that was sent. Did Carr and Riggs get Bobbi's letter? That was showing that we are short \$514,000 from January 2024. It's showing we are short. That's what's gotten me worried.

**Accountant Cindy Bryan** – I think that's something I'd like to understand where that's coming from. These particular types of budgets and that's some of the work that I'd want to do when I'm there. Is get some of the reports out of your system. That compare budget to actual because this is a little tough. There is nothing that says, this is the total answer. I didn't have an opportunity, I apologize, was out of town. But, I didn't have an opportunity to go through these and see what we are short. Then I have some questions, and when you have a small budget every penny counts. Like where is the reimbursement for this? We are on a cash basis, so if we haven't received this, we aren't going to get it. But, do we know that we are going to get a reimbursement for some of those cost that are on the Projects fund? Are we going to get the \$1,500 that is supposed to be reimbursed for soft wear that I saw on one of these? Is there any more money out there along with money that is encumbered out there? We are not supposed to encumber past June 30<sup>th</sup> but, we might have some right now today, some commitments we've made to make some big payments and things that we don't know about. I get it that someone is saying that we are \$500,000 short but, I haven't had a chance to add all of these up to compare it to that number. So, I don't know that right now.

**Trustee Cleckler** – I'm sorry. I was under the assumption that you were working on it. I'm sorry, I miss understood.

**Accountant Cindy Bryan** – No. I was out of town for a week and so I didn't have a big opportunity to look it before this. So, I apologize.

**Trustee Cleckler** – Okay.

**Trustee Menix**- Can I ask when you are coming?

**Accountant Cindy Bryan** – Now I know what my target is. Sometime in May. I will schedule that with LeAnne around the third week in May.

**Trustee Menix** – So, we may need a special meeting then, to approve the budget. Before it goes to Santa Fe.

**Trustee Cleckler** – Well, we need to see the budget.

**Accountant Cindy Bryan** – This budget that we are looking at right now or the one for...

**Trustee Menix** – The one that has to go to Santa Fe.

**Trustee Cleckler and Menix** – We haven't seen anything..

**Trustee Menix** – We haven't seen anything that is being projected to go to Santa Fe.

**Finance Officer Brasher** – I started working on it. Unfortunately, with the backup of work, it's having to be processed through different things. I've been backed up. I am working on it. I do have a couple of them already finished. They helped me with the Lodger's Tax one. I've worked with Ronnie for the Parks and Rec. so far. I have gotten it started.

**Mayor Davalos** – You've worked with Street.

**Finance Officer Brasher** – I've worked with Street but I need to sit down again with Johnathan because of a few things he wants to add in. Unfortunately, I haven't been able to work with Steve to do his budget. We have gotten a start on it but we haven't really worked on it.

**Accountant Cindy Bryan**- I understand that we are in kind of a crunch but, we have some ideas for 24/25. We need to look at some of these allocations and things. Make sure we are good, by department because the General Fund has a lot of departments. I have to have a special meeting, and I'll shoot for the second week. So, as early as possible.

**Trustee Menix**- Correct me if I'm wrong, but we also need to come up with the \$72,000, the \$28,000, the \$30 something thousand for the projects. Correct? That's going to be in 24/25's budget? That's another \$100 and something thousand dollars.

**Accountant Cindy Bryan** – Right, but we will get reimbursed for those.

**Trustee's Cleckler, Menix and Finance Officer Brasher**- No. Those are match grants. (all speaking together)

**Accountant Cindy Bryan**- Matching grants. Okay.

**Trustee Hair**- Some of that is in kind as well.

**Trustee Menix**- Yes but, didn't we decide that was going to be \$100 and something thousand dollars?

**Trustee Cleckler**- It's \$110,000.

**Trustee Menix** – That's \$110,000 that we are going to have in our budget to complete the projects that we are doing.

**Public Frances Traylor**- May I ask a question? LeAnne, have you encumbered your current payroll, this year, out to the end of the year just to see what it's going to cost you to the end of the year?

**Finance Officer Brasher**- No, I have not. On the ones that I had started working on, like for Parks and Rec. Like the one that I had showed you where I had through that particular date in March or April, and then the last several months that I had projected and came up with a 3-year percentage.

**Public Frances Traylor** – But, on your payroll, it should be pretty cut and dry on the people other than the over time. It should be pretty cut and dry.

**Finance Officer Brasher**- I'm not sure what to do regarding the overtime because, I don't know what overtime each department will have.

**Public Frances Traylor** – I understand that. Just on your regular payroll though.

**Finance Officer Brasher**- Yes. With the Parks and Rec. I did do that one to the end of the year to get the 3-year average. For next years budget.

**Public Frances Traylor** – No, I'm talking about the current year.

**Trustee Menix** – No, for this year. How much do owe for....

**Mayor Davalos**- To take us out to the end of the year.

**Finance Officer Brasher** – Oh, the answer is no. I thought we were talking about the 24/25.

**Mayor Davalos** – I need you to understand also, between Angela, LeAnne, and myself. We've been coming in on the weekends, days off. Working not only on budget coming up, but on a lot of paperwork

that has been requested by the auditor. So, we are in here even on our time off to try to get caught up. Fortunately, when it's quiet time, we can get so much more done. So, we are working on trying to get the totals of carryover for the sick and vacation time to the auditor. LeAnne has been working on some things and Angela, bank statements. We are diligently working on this and trying to get it done. We'll continue to do that and I really, really want to work hard on trying to get us where we need to be. Get us to get all of our books done. So that we can say, here is where we are at. I just thought about it the other day. We have only been 4 months in and we have done so much to try to get caught up on these things. And we will continue. I hear some of your ideas that I'm going to look into and try to get some revenues in. That will be some of the things that are going to be coming up. To look at the revenues once a year. We need to look at our water rates, that will be coming up. There are other things that we are looking at.

**Trustee Menix** – Have they put back into place where they use to, like every year, up the water rates by \$.50? Do we need to vote on that?

**Mayor Davalos** – Unfortunately, fortunately, which ever way you want to look at it, on the last rate study in the policy, that we do have to bring it into a Public Hearing.

**Steve Osborn**- In order to implement or even to look at the rate changes, the rate study they set out rate increases suggested through 2028. Every year it's supposed to be reviewed. In order to implement the change, it needs to go through a Public Hearing and review. In our Ordonnances it says that in the main meeting is when the CPI was supposed to be done. The CPI was put on hold until the rate study was finished. Basically, what the rate study had said, that if we had an extremely low CPI, or extremely high, you should go with what the current year is. Other than that, it set out the plan of what is.

**Trustee Menix**- Kay, did you guys not do something like that when you were here? Like every year, \$.25 or \$.50 or something like that?

**Village Clerk Autrey**- We did that. But, the Trustee's didn't want to do that in the last two years until we got the rate study done. We lost money doing that.

**Trustee Menix**- We need to look at that now.

**Trustee Hair**- We need to change the Ordinance though so that we can do it. Is that correct?

**Village Clerk Autrey**- No.

**Trustee Menix** – We just need to get it on the agenda. Well, have a Public Hearing and then on the Agenda.

**Steve Osborn**- The only contradiction is that the Ordinance says that you just do the CPI. We did, and they approved the rate study. The rate study says to review its self every five years. Which is what the CPI is saying. The rate study, honestly, is going to be higher than what CPI is because, even with the Trustee options is with the 6.6%. It lined it out for 5 years.

**Trustee Menix**- Even if it's just a little bit every year, it wouldn't hurt so bad.

**Mayor Davalos** – That's what I understand that we are trying to do.

**Trustee Hair**- That's what we got into an issue with is that it had not been done for... COVID had nothing to do with it. Even prior to that there had not been significant raises that we should have done. They opted not to do that with the previous trustee boards. Then we got into a point where we were not into compliance, that we were not to get funded if we didn't come into alignment with water situation. We made the changes that I thought were needed to change the verbiage to the Ordinance.

**Village Clerk Autrey**- We already did that. That's been done. We've already set the Public Hearing. The agenda is going out at the end of this week. We've already set that up for you all to discuss it. Because it says in the Ordinance that you need to bring it in front of you from time to time to make adjustments.

**Mayor Davalos** – The adjustment has got to be voted on by the Trustee's.

**Village Clerk Autrey**- Yes.

**Chief Spear** – With that said Tiffany, Roswell's in a heck of a mess right now. They haven't done theirs and they are \$32,000,000 down.

**Trustee Menix** – I sat in all of those meetings.

**Mayor Davalos** – Yes, we are looking at that. It will be coming up next month.

**Public Kay Strickland** – What I was telling her, I'm trying to move to Roswell and they have upped theirs \$23 a month.

**Mayor Davalos** – Wow! Well we are going to try not to do that. But if you'd like to come in and look at the Ordinance and policy.

**Public Francis Traylor**- Can I ask quick question? With the Smokey Bear Birthday coming up, do the bathrooms stay open and everything works?

**Mayor Davalos** – They will be open. We've just got to make sure that everything is going. My team will be out there checking it. Hopefully people will be respectful and not throw too much stuff in it and continue to work. I understand that Home Town is going to be putting out some bathrooms also. But, yes, they will be open.

**Finance Officer Brasher** – And we just spent money to put new toilets in.

**Trustee Hair** – Is there any kind of verbiage about, refuse waste on how that should be dealt with. Usually when we have big events like this we have extra trashcans.

**Village Clerk Autrey** – Yes. We already have them situated.

**Mayor Davalos** – We have a meeting coming up Thursday with the Home Town Association. We will be reporting on that there also. We are trying to get ready. I've got the convertibles coming in for our Grand Marshal. I'm getting off track but I'm getting excited. It's falling into place.

**Trustee Hair**- There is one other thing mentioned at the Home Town meeting, the last meeting. The National Council really made some announcements that there is a lot of National advertisements as well as State advertisements that is going out on this particular event. So that we can hopefully increase our revenues by having that kind of public event and having our tax revenue improve. They were talking about maybe \$3,000?

**Public Francis Traylor** – Well she was saying at one time they had about \$4,000. This was Mary that was talking about all of this. She said, she had gotten a letter, and I guess that they are literally advertising Nation Wide. So, we have no idea what.

**Trustee Menix**- I'm a YouTuber. I saw something that had come up on YouTube advertising.

**Mayor Davalos** – I believe it's going to be a big event. I'm excited about it. It's going to take a lot of work from all of us. But it's going to be great.

**Public Francis Traylor**- I think we need to let the Chamber in Ruidoso know because of the motels and (in audible)

**Trustee Hair** – Right, we are going to try to push it there too. The website will actually change on the 2<sup>nd</sup>, I may change it on the 1<sup>st</sup>. The idea behind that is to actually promote the actual event.

**Mayor Davalos** – Angela, if they are still on, thank them for being here. (talking about the accountants from Carr and Riggs on Zoom.)

**Public Francis Traylor** – Will the giftshop be open?

**Mayor Davalos**- Yes.

**Trustee Hair**- If all of us are going to be at that meeting on Thursday, do we need to have a Possible Quorum posted.

**Trustee Cleckler** – I won't be there. I have an appointment.

**Trustee Hair**- It will just be the two of us.

**Mayor Davalos**- Anything else? Any questions?

**Trustee Menix** – At some point can we have an Executive meeting so that we can discuss some of these things? Have just that and not have it at a regular meeting. Are you okay with that Brian, Sherry?

**Mayor Davalos, Trustee's Hair and Cleckler-** Sure.

**Mayor Davalos-** We will look at our schedule and look at what we can do. I know after 3:30 for you, any certain day or time?

**Trustee Menix-** I'm not going to be here for Smokey Bear Day's. It's my niece's graduation.

**Mayor Davalos –** After Smokey Bear Days.

**Trustee Cleckler –** Did we discuss the budget meeting?

**Village Clerk Autrey-** Do you want to wait until after Cindy comes?

**Finance Officer Brasher-** I think that would be best.

**Trustee Cleckler-** Is that going to be the only one we have before....

**Mayor Davalos –** We can have more than one if we need to.

**Village Clerk Autrey –** It's not going to do any good if we don't have what we are needing.

**Trustee Cleckler-** I'm just saying timewise; do we need to plan on a long meeting?

**Village Clerk Autrey-** Yall have already had way more meetings than the other boards. Which I don't mind. I'm just saying.

**Finance Officer Brasher-** We really need to concentrate on the Interim and get that going. To get that approved for June 1<sup>st</sup>.

**Mayor Davalos –** LeAnne, what might you think would be ready for the 24/25 budget? I want to really concentrate on that now. If you all will bear with us. We really have got to have this 24/25 budget done. With all of these other questions, we will keep working on this. But, we definitely have to concentrate on that. This is just going to have to wait until after July and we get everything done. I will promise you we will sit down and go through everything that we need. But, 24/25 is priority.

**Village Clerk Autrey –** So, if Cindy comes on the 2<sup>nd</sup> week of May. That would go into the week of the Trustee meeting. But, if you all want to do it on a separate day, or earlier, or however you all want to do.

**Trustee Cleckler-** Monday is good. We are closed.

**Trustee Menix-** Are we talking about the 6<sup>th</sup> or the 13<sup>th</sup> at 4:30? Yes, I can squeeze it in.

**Mayor Davalos –** Okay. 4:30 May 13<sup>th</sup> Budget Workshop.

**Trustee Cleckler-** Then on the 14<sup>th</sup> can we get a lot of the stuff ready so that we can get... Because we have to approve a lot of our BARS and everything. That one for the end of the year.

**Mayor Davalos –** We will do absolutely what we have to have. We've got to do it.

**Public Francis Traylor-** I'm kind of confused, 20/21 audit is with...

**Mayor Davalos-** Pamala, who is the auditor.

**Public Francis Traylor-** What about the next one? Where is it?

**Mayor Davalos-** Waiting for that 20/21 to get done before we could even submit it. I believe we are ready for those. There are a few things.

**Finance Officer Brasher –** Carr Riggs and Ingram are working on them.

**Mayor Davalos –** There is some paperwork that Pamela is asking from us. Our asset management, and I'm working on the overtime carry over. There is other paperwork that they are asking us for that we are working on to get it to them. Now I know what they needed for 20/21 and I'm working on 21/22 because I know what they are going to ask for and have it ready for the next one.

**Public Francis Traylor-** Are you breaking that overtime out into its own category?

**Mayor Davalos –** Yes, I am.

**Public Francis Traylor-** It will make it easier on you.

**Village Clerk Autrey-** We haven't been charging overtime for coming in and working on this on the weekends. Just saying.

**Trustee Cleckler-** No, everybody's overtime.

**Mayor Davalos –** I'm doing ledgers on each person, each employee. I'm getting ending totals. She wanted name, ending totals, and if they left the job. I've got all of that on spread sheets.

**Public Francis Traylor-** Did she ask for vacation times?

**Mayor Davalos-** No.

**Finance Officer Brasher –** Yes, that’s what you are working on.

**Mayor Davalos-** (Laughs) That’s the carry over, vacation, sick, and the time they left.

**Public Francis Traylor-** Auditors want that every year.

**Mayor Davalos-** I’ve got 20/21 done. I’m working on 21/22 and I will continue until we get up to today.

**Public Francis Traylor –** Do they have any trial balances for you for your 20/21?

**Trustee Cleckler-** 20/21 we have, you mean 21/22.

**Public Francis Traylor-** Well, what is Carr and Riggs working on?

**Finance Officer Brasher-** We’ve already got the trial 20/21 to Pam.

**Public Francis Traylor –** Have you made any adjustments on your end.

**Finance Officer Brasher –** I was told not to make any adjustments. That’s one reason why Cindy was coming here. Unfortunately, I was working with a girl named Cheryl from Carr and Riggs. But, she’s no longer with them. That was just last week. So, Cindy is going to be doing the adjustments.

**Public Francis Traylor-** She’ll have to do a lot of journal entry’s.

**Mayor Davalos-** Janiece is working on our Fleet. All of our titles together. Making sure all of the VIN’s match. That was another thing we had to get to them. There’s quite a bit of paperwork that they are still asking for. We are really working hard, and working a lot of overtime trying to get this paperwork done. It’s going to take us a little while but, priority is our 24/25 budget at this time and continue working on other stuff as we can. Pretty much LeAnne is taking care of the 24/25 budget. She’s putting it together. We’ll be working on the other things for the prior budgets, and audits and stuff. Like I say, Angela and Janiece can help her. Mostly Angela and LeAnne are working on the 24/25 budget and then Janiece and I are trying to get caught up on audit stuff. (People talking in the back ground)

## **ADJOURNMENT**

**Trustee Cleckler-** I make a motion we adjourn.

**Mayor Davalos-** We are going to be adjourned.

Mayor Davalos adjourned the meeting at 6:25 p.m.

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**Minerva Davalos, Mayor**

**Attest:**

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**Angela Autrey, Village Clerk**