

**Regular Meeting of the Finance Committee  
Held in the Conference Room at City Hall  
Wednesday, May 1, 2019**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 18-55.

**ROLL CALL**

The meeting convened at 8:00 a.m. with Chairman Grant presiding; Councilors Henderson and Stubbs being present, and Councilor Roebuck being absent.

Staff present: Monica Garcia, Becky Hicks, Mike Matthews, Juan Fuentes, Joe Neeb, Allison Gray, Deanna Garcia, Ana Nieto, and Enid Costley.

Guests present: Alison Penn, Rita Kane-Doerhoefer, Larry Connolly, Kerry Moore, Jared Hembree, Paula Grieves, Marcos Nava, Janet Sanders, Jim Matteuci, Kaitlyn Adams, Perry Toles, Molly Boyles, and Mayor Kintigh.

**APPROVAL OF AGENDA**

Councilor Stubbs moved to approve the May 1, 2019, Finance Committee meeting agenda as presented. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 3-0, with Councilor Roebuck being absent.

**APPROVAL OF MINUTES**

Councilor Henderson moved to approve the minutes from the April 3, 2019 regular Finance Committee meeting as presented. Councilor Stubbs was the second. A voice vote was unanimous, and the motion passed 3-0, with Councilor Roebuck being absent.

**FOR THE RECORD:** Councilor Roebuck arrived at 8:03.

**NON-ACTION ITEMS**

Informational Reports: Reports were included in the agenda packet. Ms. Garcia and Ms. Hicks were present to answer questions.

Tyler Update: Ms. Garcia discussed the Tyler update. Staff was present to answer questions.

**ACTION ITEMS**

Request for Waiver of Special Event Fees – 2019 Hike It Spike It: Ms. Gray presented the request for waiver of special event fees for 2019 Hike It Spike It. Mr. Matteuci and Ms. Adams were present to answer questions. Councilor Stubbs moved to send to full City Council approval of the request for waiver of special event fees for 2019 Hike It Spike It in the amount of \$33,384.16. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Funding Request – 2019 NM Aviation Aerospace STEM Expo: Ms. Gray presented the request for funding of the 2019 NM Aviation Aerospace STEM Expo in the amount of \$5,650. The Occupancy Tax Board recommends funding for the New Mexico Aviation Aerospace STEM

Expo in the amount of \$5,650, on a 50% reimbursement basis. The event is scheduled for September 26, 2019. Mayor Kintigh was present to discuss the event. Councilor Henderson moved to send to full City Council on consent agenda proposed funding of \$11,700, on a reimbursement basis of 50% of eligible expenses of the 2019 NM Aviation Aerospace STEM Expo. Councilor Roebuck was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Funding Request – Pecos Valley Potters Guild Art Show: Ms. Gray presented the request for funding of the Pecos Valley Potters Guild Art Show in the amount of \$1,295. The Occupancy Tax Board recommends funding for the Pecos Valley Potters Guild Art Show in the amount of \$1,295, on a 50% reimbursement basis. The event is scheduled for November 8-10, 2019. Ms. Sanders was present to answer questions. Councilor Stubbs moved to send to full City Council on consent agenda proposed funding of \$1,295, on a reimbursement basis of 50% of eligible expenses of the Pecos Valley Potters Guild Art Show. Councilor Roebuck was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Funding Request – Eastern NM State Fair, Piñata, and Chili Cheese Festival: Ms. Gray presented the request for funding of the Eastern NM State Fair, Piñata, and Chili Cheese Festival in the amount of \$40,000. The Occupancy Tax Board recommends funding for the Eastern New Mexico State Fair and Piñata & Chili Cheese Festival in the amount of \$40,000, on a 50% reimbursement basis. The events are scheduled for September 27-28, 2019 and September 30-October 5, 2019. Mr. Nava, Mr. Hembree, and Ms. Boyles were present to answer questions. Councilor Roebuck moved to send to full City Council on consent agenda proposed funding of \$40,000, on a reimbursement basis of 50% of eligible expenses of the Eastern New Mexico State Fair, Piñata, and Chili Cheese Festival. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Funding Request – Roswell Jazz Festival: Ms. Gray presented the request for funding of the Roswell Jazz Festival in the amount of \$4,500. The Occupancy Tax Board recommends funding for the Roswell Jazz Festival in the amount of \$4,500, on a 50% reimbursement basis. The event is scheduled for October 16-20, 2019. Ms. Grieves was present to answer questions. Councilor Henderson moved to send to full City Council on consent agenda proposed funding of \$4,500, on a reimbursement basis of 50% of eligible expenses of the Roswell Jazz Festival. Councilor Roebuck was the second. A voice vote was unanimous, and the motion passed 4-0.

Lodgers' Tax Funding Request – 2019 Bottomless Triathlon: Ms. Gray presented the request for funding of the 2019 Bottomless Triathlon in the amount of \$2,480. The Occupancy Tax Board recommends funding for the 2019 Bottomless Triathlon in the amount of \$2,840, on a 50% reimbursement basis. The event is scheduled for July 13, 2019. Mr. Toles was present to answer questions. Councilor Roebuck moved to send to full City Council on consent agenda proposed funding of \$2,480, on a reimbursement basis of 50% of eligible expenses of the 2019 Bottomless Triathlon. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

RFP-19-006 – Financial and Banking Services Scope of Work: Ms. Hicks presented the request for approval of RFP-19-006 Financial and Banking Services Scope of Work. Staff was present to

answer questions. Councilor Stubbs moved to send to full City Council approval of RFP-19-006 Financial and Banking Services Scope of Work with the following amendments:

- Remove strikeout of item D2 and renumber section
- Review item T: Insurance with City Attorney
- Items T: 3&5, increase insurance levels

Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

### **PUBLIC PARTICIPATION**

Mr. Connolly discussed kids participating in the Aviation Expo. Ms. Kane-Doerhoefer discussed trash, MOU's, and grants.

### **ADJOURN**

The meeting adjourned at 9:30 a.m.