

**Regular Meeting of the Finance Committee
Held at the Roswell Convention Center
Thursday, March 4, 2021**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 21-7.

ROLL CALL

The meeting convened at 9:00 a.m. with Chairman Perry presiding; Councilors Roebuck and Kennard present and Councilor Oropesa being absent.

Staff present: Juan Fuentes, Janie Davies, Chanel Rey, Stephanie Mervine, Juanita Jennings, Joe Neeb, Robert Glenn, Fernando Valdez, Lorenzo Sanchez, Abraham Chaparro (participating via GoTo Meeting), Judge Joe Seskey, Summer Valverde

Guests present: Mayor Dennis Kintigh, Councilor Judy Stubbs, Rita Kane-Doerhoefer, Scott McKittrick from Souder, Miller & Associates (participating via GoTo Meeting), Erik Harrigan from RBC Capital Markets (participating via GoTo Meeting), Daniel M. Alsup from Modrall Sperling Law Firm (participating via GoTo Meeting)

APPROVAL OF AGENDA

Councilor Roebuck moved to approve the March 4, 2021 regular Finance Committee meeting agenda. Councilor Kennard was the second. A voice vote was 3-0, and the motion passed with Councilor Oropesa being absent.

APPROVAL OF MINUTES

Chairman Perry noted the February 4, 2021 meeting minutes would stand as approved with the following correction:

- Add Juanita Jennings to the list of Staff Present at the meeting.

NON-ACTION ITEMS

Information Reports:

GRT Update: Mr. Fuentes presented information on the GRT report.

FY22 Budget Calendar: Mr. Fuentes presented the information on the schedule and deadlines for preparing the Fiscal Year 2022 budget.

Lodgers' Tax Update: Ms. Mervine presented information and answered questions for the Lodgers' Tax report.

Presentation of FY22 Municipal Court Budget: Judge Seskey presented the information and reports on the proposed Fiscal Year 2022 budget for Municipal Court. Judge Seskey and Mr. Fuentes answered questions from the committee.

ACTION ITEMS

Consideration of Janie Davies, Finance Director, as an additional signer on all city bank accounts: Mr. Fuentes presented the request to add the new Finance Director, Janie Davies, as a signer on all city bank accounts. Councilor Roebuck moved to approve to send to full City Council on the consent agenda Janie Davies as an additional signer on

all city bank accounts. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Oropesa being absent.

Consider recommending to City Council Resolution 21-XX Budget Adjustments for FY21 Budget: Ms. Rey presented the budget amendments to account for \$327,180 in Revenue and \$1,099,893 in Expenses from various funds. Councilor Roebuck moved to approve to send to full City Council on the consent agenda Resolution 21-XX Budget Adjustments for FY21 Budget. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Oropesa being absent.

Consideration of Resolution 20-XX Sale of Certain Surplus Personal Property: Mr. Glenn presented the request for authorization to dispose of old/obsolete IT equipment under the new Surplus Property Policy. Councilor Roebuck moved to send to full City Council for approval Resolution 21-XX Sale of Certain Surplus Personal Property. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Oropesa being absent.

Consideration of Souder, Miller & Associates Landfill Professional Services Agreement for the Municipal Landfill Unit 5A: Mr. Fuentes, Mr. Chaparro (via GoTo Meeting) and Mr. McKitrick (via GoTo Meeting) presented the request for approval of a professional services agreement in the amount of \$162,316.06 for bidding, construction administration and observation of the future construction of Roswell Municipal Landfill Unit 5A to SMA and answered questions from the committee. Councilor Roebuck moved to send to full City Council for approval the professional services agreement with Souder, Miller & Associates for Municipal Landfill Unit 5A. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Oropesa being absent.

Consideration of Resolution 20-XX authorizing the submission of an application for financial assistance and project approval to the New Mexico Finance Authority: Mr. Fuentes and Mr. Harrigan (via GoTo Meeting) presented the request for authorization to submit an application for financial assistance to the NMFA for the amount of \$5,740,000. This amount would cover the reimbursement of the landfill compactor of \$1,234,434, as authorized by Resolution 21-03, and for the design/construction of Landfill Unit 5A, which is estimated to cost approximately \$4.5 million. Councilor Roebuck moved to send to full City Council for approval Resolution 21-XX authorizing the submission of an application for financial assistance and project approval to the New Mexico Finance Authority. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Oropesa being absent.

Consideration and publication of proposed Ordinance 20-XX authorizing a loan agreement with the New Mexico Finance Authority for financial assistance for equipment and project at the Municipal Landfill: Mr. Fuentes and Mr. Alsup (via GoTo Meeting) presented the request for consideration and publication of proposed Ordinance 20-XX, which would authorize a loan agreement with the NMFA for a special obligation of up to \$6,400,000 to cover the landfill compactor reimbursement and design/construction of Landfill Unit 5A. Councilor Roebuck moved to send to full City Council for approval the consideration and publication of proposed Ordinance 20-XX authorizing a loan agreement with the New Mexico Finance Authority for financial assistance for equipment and project at the Municipal Landfill. Councilor Kennard was

the second. A voice vote was 3-0 and the motion passed with Councilor Oropesa being absent.

PUBLIC PARTICIPATION

Ms. Kane-Doerhoefer discussed her interest in obtaining information regarding the landfill via public inspection requests, the scope of work for the new cell professional services agreement and in making the committee PowerPoint presentations part of the agenda.

Summer Valverde was introduced as the new auditor for the City.

ADJOURN

The meeting adjourned at 10:21 a.m.