

**Regular Meeting of the Finance Committee  
City Hall – Large Conference Room  
425 N. Richardson  
Thursday, July 1, 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 9:02 a.m. with Chairman Perry presiding; Councilor Roebuck present, Councilor Kennard participating via GoToMeeting, and Councilor Oropesa being absent.

Staff present: Joe Neeb, Juan Fuentes, Janie Davies, Trent Moore, Robert Glenn, Lorenzo Sanchez, Kevin Maevers

Guests present: Mayor Dennis Kintigh, Councilor Judy Stubbs, Rita Kane-Doerhoefer, Larry Connolly, Juno Ogle (Roswell Daily Record), Siri (via GoToMeeting)

**APPROVAL OF AGENDA**

Councilor Roebuck moved to approve the July 1, 2021 regular Finance Committee meeting agenda. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Kennard participating via GoToMeeting and Councilor Oropesa being absent.

**APPROVAL OF MINUTES**

Councilor Roebuck moved to approve the April 1, 2021 and May 6, 2021 Finance Committee meeting minutes. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Kennard participating via GoToMeeting and Councilor Oropesa being absent.

**NON-ACTION ITEMS**

Information Reports:

*Gross Receipts Report:* Mr. Fuentes presented information and answered questions on the GRT report for June 2021 and the tax law changes taking effect on July 1.

*FY22 Budget Calendar Update:* Mr. Fuentes presented the FY22 Budget Process Timeline and the current standing of the progress, as well as a draft of the agenda for the Special Finance Committee Meeting on July 16<sup>th</sup>.

*Lodgers' Tax Report and Convention Center Report:* Mayor Kintigh provided information about the UFO Festival events and condition of the levee from recent storms.

Discussion of amendments to the Final Budget for the Fiscal Year ending June 30, 2022: Mr. Fuentes discussed the adjustments for the FY22 budget including a Homeland Security grant, the classification and compensation study update, the office space lease for Planning & Zoning, Community Enhancement, and Code Enforcement, and Zoo Pond Project PO carry-over in the General Fund, Fire Department PPE and uniform carry-overs in Special Revenue and the Mountain View Middle School Waterline project in Enterprise Funds. The committee discussed the process for City

Council members providing input and changes to the budget before it is finalized. Staff and Mayor Kintigh discussed and answered questions from the committee and Councilor Stubbs.

### **ACTION ITEMS**

Consideration of Resolution 21-XX Sale of Certain Surplus Personal Property: Mr. Glenn presented the request for authorization to dispose of various old/obsolete equipment and vehicles currently owned by the City as scrap or through auction including the backhoe trade-in from the Cemetery.

Councilor Roebuck moved to send to full City Council on the consent agenda 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 Kennard participating via GoToMeeting and Councilor Oropesa being absent.

Consideration of Scope of Work for RFP 22-003 Janitorial–Custodial Services: Mr. Moore presented the request for approval for the scope of work to submit an RFP to make available a pool of responsive contractors for performing janitorial and custodial services for City facilities without an on-staff custodian. Funding is provided by the individual department's budget. The scope of work has been approved by the City's attorney.

Councilor Roebuck moved to send to full City Council for approval of the Scope of Work for RFP 22-003. Councilor Kennard was the second. A voice vote was 3-0 and the motion passed with Councilor Kennard participating via GoToMeeting and Councilor Oropesa being absent.

### **PUBLIC PARTICIPATION**

Mr. Connolly questioned what the timeline was to receive expected funds from Santa Fe and discussed the Mountain View Waterline project with staff.

### **ADJOURN**

The meeting adjourned at 9:44 a.m.