

**CITY COMMISSION MEETING MINUTES
CITY OF TRUTH OR CONSEQUENCES, NEW MEXICO
CITY COMMISSION CHAMBERS, 405 W. 3RD St.
WEDNESDAY, JANUARY 26, 2022**

A. CALL TO ORDER:

The meeting was called to order by Mayor Amanda Forrister at 9:00 a.m., who presided and Angela A. Torres, City Clerk-Treasurer, acted as Secretary of the meeting.

B. INTRODUCTION:

1. ROLL CALL:

Upon calling the roll, the following Commissioners were reported present.

Hon. Amanda Forrister, Mayor
Hon. Rolf Hechler, Mayor Pro-Tem
Hon. Destiny Mitchell, Commissioner
Hon. Merry Jo Fahl, Commissioner
Hon. Shelly Harrelson, Commissioner

Also Present: Bruce Swingle, City Manager
Angela A. Torres, City Clerk-Treasurer

There being a quorum present, the Commission proceeded with the business at hand.

2. SILENT MEDITATION:

Mayor Forrister called for fifteen seconds of silent meditation.

3. PLEDGE OF ALLEGIANCE:

Mayor Forrister called for Commissioner Fahl to lead the Pledge of Allegiance.

4. APPROVAL OF AGENDA:

Mayor Pro-Tem Hechler moved to approve the agenda with the exception of item C3 being tabled until the next meeting, and item F4 being removed from the agenda as it was approved at the last meeting. Commissioner Mitchell seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

C. PRESENTATIONS:

1. Presentation: Presentation of Retirement Plaque to Dale Sanders:

David Johnson, Facility Maintenance Manager presented a Retirement Plaque to Dale Sanders who has been with the city off and on since 1978. He has been an outstanding employee, team member, and a great asset to the City of Truth or Consequences.

2. Presentation: Presentation of Retirement Plaque to Scott Eversole:

Andy Alvarez, Sanitation Director presented a Retirement Plaque dedicated to Scott Eversole for his 25 years of service with the City of Truth or Consequences. Throughout his career with the city, Scott worked departments, and he was a great asset to the city.

Scott unfortunately could not be there to accept the retirement plaque do to him being on a hunting trip.

3. Presentation: Certificate of Appreciation to Denise Addie and her group for the Toys for Kids Event:

Item was tabled.

D. PUBLIC COMMENT (3 Minute Rule Applies):

Rick Dumiak addressed the Commission with various comments. (Complete copy attached hereto and made a part hereof).

Ariel Dougherty addressed the Commission with various comments. (Complete copy attached hereto and made a part hereof).

E. REPORTS:

City Manager Swingle reported the following:

- He thanked city staff for all of their hard work. All of the departments are working quite diligently through the pandemic. We are starting a recognition program for our staff that will more than likely be presented at the next meeting. We need to start recognizing staff for their achievements.
- They have the City Commission city office tour scheduled for February 3, 2022 from 8:00 a.m. to 4:00 p.m.
- He touched on the Commission retreat. He asked the Commission to provide him with any questions or concerns they may have, or any topics they would like to cover during the retreat. He is working right now to get a facilitator to facilitate the retreat for us because we don't want our Commission or staff to have to facilitate the retreat.
- He announced the vacancies on various city boards. We have two vacancies for the Airport Advisory Board. We have five vacancies on the Golf Course Advisory

Truth or Consequences City Commission Meeting – January 24, 2022
Public Comment – Ariel Dougherty

Greetings, Commissioners and Mayor. Welcome to your new positions.

I thank this body when an earlier Commission referred the Renewable ordinance for review back to the PUAB, due to issues I raised. F.5 on your agenda, but F.4 in the packet contains PUAB minutes of Dec 20, 2021. Please look at Infrastructure Goal 6 from the Comprehensive Plan that is attached to my PUAB comments. This is stated TorC policy on renewables.

A revised Renewable Ordinance will come before you soon. The version approved by the PUAB meeting on January 15 does not serve the best interests of the City nor Renewable Producers. The term, “with the intent of reducing their electric bill” as the sole reason one might want renewables is, to me, injurious, and contradicts your stated policy in Goal 6.

A key benefit renewable producers provide the City is unrecognized. Based on City summary reports, I have estimated last year's residential producer kilowatt hours the City collected. Up to 50 residential producers provided the City approximately 245,000 kWh. This is “donated” electricity which the City need not buy from Sierra Electric or WAPA. This reduces City expenses by about \$16,500. Here's a graphic. I project this will double in 2022. Commercial producers, such as the Brewery, also benefit the city by adding electricity to the City grid.

This is NOT EXCESS production. On sunny (windy) days most producers are not using all the electricity they collect, so with **net metering**, the meter runs backwards. This accumulation of 245,000 kWh the city, in turn, sold to our neighbors at full retail. At night or cloudy/non windy times a producer might be using more electricity from the City than their renewable system puts out. Then **meters run forward**. The critical terms “net metering” and “avoided costs” are not in the proposed ordinance. They should be. I look forward to meeting each of you to discuss this further.

Public Comment 1-26-2022

Madam Mayor and City Commissioners;
Rick Dumiak
705 Charles
TorC NM 87901

Good Morning!

I am before you today to ask you to consider revisiting resolution 05 21/22.

Resolution 05 21/22 imposed a \$50.00 monthly electric meter reading fee on a few citizens that for a variety of reasons opposed the installation of a smart electric meter at their residence.

Resolution 05 21/22 was passed without any cost study or any due diligence being performed and the \$50.00 monthly reading fee is the highest meter reading fee in the entire nation!

Please, think about that. In a town where the median income is well below the national average we have the highest meter reading fee of any place else in the USA.

Truth or Consequences own Public Utility Advisory Board recommended a much lower monthly charge than the \$50.00 penalty fee we are currently paying.

Mind you this fee is for a service that never had a fee associated with it before the passing of 05 21/22, nowhere in our previous utility bills was there or had there been a monthly fee for reading the electric meters until now.

In a town where many of our residents are on a fixed income this \$50.00 monthly penalty fee creates an unnecessary hardship on a few residents that voiced their concerns and displeasure with the installation of a smart meter.

I hope you will consider revisiting resolution 05 21/22 and either waive the meter reading fee (which never existed prior to 05 21/22) and let the few residents that opted out of the smart meter self-read their meters and send that information to the city or if there is a meter reading fee let it be a fee that is fair and one where a true cost study has been performed and not just a number that was thought up as a way to punish a few concerned and vocal residents.

Thank you
Rick Dumiak

CITY COMMISSION JANUARY 26, 2022 REGULAR MEETING MINUTES

Board. We have two vacancies on the Lodgers Tax Advisory Board. We have two vacancies on the Impact Fee Advisory Board, and we have two vacancies on the Planning & Zoning Commission. We are also seeking a city representative for the Sierra Vista Hospital Governing Board. Those vacancies will be advertised, and posted on the city website.

- He announced that the city is giving away COVID rapid tests to the public at the Administrative Annex building, Monday through Friday, 8:00 a.m. to 5:00 p.m. So far we have handed out over 100 kits per day. The Governor's initial goal was to have one million tests done every two weeks in the state of New Mexico. Therefore we will do our part to make them available to the public.
- We have companies who are interested in two city owned cell towers. They are interested in getting long term perpetual leases for the properties that the towers sit on. We get those kinds of requests fairly often. However, they usually offer pennies to the dollar. We have two that we are working on right now that are pretty substantial in revenue to the city. Right now we are having the property surveyed and appraised. Appraisals seem to be a real drain on time because Traci is having a difficult time getting appraisers to come and appraise our properties. It is taking anywhere from 4-6 months to get an appraiser to appraise the properties. At this point it hasn't caused any harm to the timing of the deals, but he does have one company that is getting kind of antsy with the delays. However, we have to go through our due diligence. We are not required to have an appraisal done for a lease, but it gives us a fair market value, and it seems to be the appropriate thing to do, so we are going to go ahead and do it. It is going to cost us a little money, but we are talking some pretty serious dollars if these properties are sold.
- He touched on the money that was found at the Police Department. City legal has filed a document in District Court, and he will go through that process to get a determination on the funding so it can be reverted back to the city, and used for general purposes.
- He would like to bring a bond council here in the near future to discuss general obligation bonds because we've got some serious infrastructure issues. However, he thinks it should probably wait until after we have the retreat, because the infrastructure is something that we definitely want to talk about at the retreat. After that he will bring in somebody to discuss bonds, and talk about what they are, and how they work. We are mostly looking at Water, Electric, and Wastewater because Water and Wastewater are very tapped out on their capability to incur any more debt, so this is a very good option for us to consider.
- We have the consultants in town who are doing the study for the possible acquisition of the electric infrastructure transfer to Sierra Electric Cooperative. Certain staff members will be meeting with the consultants and provide them with information to ensure that the Phase 1 study moves forward. Everything is moving quite quickly and according to plan so far.

Commissioner Fahl thanked City Manager Swingle for bringing in someone to educate them on bonds.

CITY COMMISSION JANUARY 26, 2022 REGULAR MEETING MINUTES

Commissioner Mitchell asked if we can get the vacancies published online or on the city Facebook page. She knows that there are people who may be interested, but they don't know that there are vacancies available.

City Clerk Torres explained that we advertise in the local newspaper. We post it on the bulletin board at the Clerk's Office. We share it on the City Facebook page. We are trying new ways to get the information out to the public, so that is why City Manager Swingle is announcing the vacancies during his report portion of the meeting.

Mayor Forrister suggested that the Commissioners try and reach out to their constituents because they might know of some that may be interested.

City Attorney Rubin reported the following:

- He explained that from time to time the administration, with his assistance, will bring forth a resolution that deals with dangerous dilapidated buildings that may constitute the safety of the public. The resolution will seek to have the City Commission determine whether it is in fact a dangerous building, and needs to be demolished. The first step to that is to go through the due process of making sure the property owners are informed. If we cannot make contact with the property owners, and we have exhausted all of the requirements that are set forth in our city code and state statute, we will then move forward with the resolution process and then demolish the building. The state statute allows us to then put a lien on the properties for the cost of demolition the removal of debris. After a lien has been filed, it is then up to him to file a foreclosure suit seeking reimbursement of the fees that were incurred regarding the demolition. He is bringing this up because he has filed three law suits this week on properties on Jicarilla Street, Van Patten, and Corzine. The lawsuits have been filed, and he anticipates some publications to go out in the next couple of weeks giving the public notice of what we are doing.

City Manager Swingle explained that the city is taking the properties very seriously that are really impacting the city and immediate neighbors. We are aggressively addressing these problems city wide. When you start the process with Code Enforcement, it could take a year by the time you go through the Courts, and the process to get to the point to where our City Attorney is taking legal action on these properties. That is not due to our system. It is just a system that we have to follow. The Chief of Police understands the seriousness of it, as well as our Code Enforcement Officer, and we are all on board to get the city to where it needs to be.

Assistant City Manager Alvarez explained, when she was doing the Code Enforcement for properties, she would drive by the neighborhoods and make lists. She would also follow up on any complaints that were called in or reported. She would then do the research of who the property owners were, and then she would send out violation letters. She would usually give a 15 or 30 day notice, depending on what type of violation it was. The property owner would maybe make an attempt to start doing something, and in that case they would request an extension. We try to work with

property owners as much as possible. In cases where we either couldn't make contact with the property owner because they were either deceased, or no longer at the address listed on file, or if they simply did not want to comply, then at that point in time we would move to the next step. She was lucky because a lot of the ones she was dealing with were either vacant properties, and she could move to the resolution process, or they were property owners that were making attempts to resolve the issue. We are now able to move things into the court system because we now have a Code Enforcement Officer who is taking over all Code Enforcement issues.

Commissioner Harrelson asked if the city could put together a checklist for property owners to follow.

Police Chief Rodriguez stated that is a great idea. He can easily create a checklist that is available to the public and he will share it on our city website, and Facebook pages.

City Commission Reports:

Commissioner Mitchell reported the following:

- She reported on the Fiesta Committee. She and Mayor Pro-Tem Hechler has been working with Police Chief Rodriguez, Community Services Director OJ Hechler, as well as a couple of community members. They had a preliminary Fiesta meeting a couple of weeks ago, and there were a lot of good ideas that were brought up. They came up with a checklist of events that they have done in the past, along with a list of things that they would want to do in the future. They got a lot of good information and feedback from that meeting, and they would like to move forward and create a new Fiesta board with a Chairman, Vice-Chairman and sub-committees that are filled with community members. She sent an article to the paper to let everyone know when the next meeting is going to be held, which will be next Wednesday, February 2nd at 3:00 p.m. at the Spaceport America Visitor Center 301 Foch Street. Everyone in the public is welcome to attend. They are looking for people who are interested in joining the board and the sub-committees to help us make this Fiesta one of the best ones. They have already received interest for vendors and the parade.

Commissioner Fahl reported the following:

- She would like city projects to be voiced during the retreat. She would like the Department Heads to bring a list of the projects and goals they have for the next 5 to 10 years so the Commissioners can prioritize that list. She wants to know how long the projects will take. How many people will need to be involved, and how much the cost would be. She would also like for it to be presented at the Commission meetings at least once a month. That will give them a clear picture of what they need to prioritize.

Mayor Pro-Tem Hechler reported the following:

- There are a lot of ambitions regarding Fiesta. We are still in the pandemic, and we don't want to start a lot of things that we may have to shut down. We need to have a good skeleton of events that we can build on for next year. He gave a shout out to Commissioner Mitchell, because we are very fortunate to have someone who was a part of planning the Fiesta for several years who has a wealth of knowledge. He really appreciates her.

Commissioner Harrelson reported the following:

- She is part of a school community committee for the high school. The committee is trying to develop resources for school access to the community, so they briefly discussed giving a presentation to the Commission in that regard. The committee is called Community Schools, and they are a group of kids who are volunteers, who are looking at pulling together resources, and doing things within the city. They have a grant for it, and the point of the grant is for them to become a part of the community so we are all as one agency.

Mayor Forrister reported the following:

- She gave kudos to our city staff, and Code Enforcement Officer. Jamie is doing a really good job of getting places cleaned up, and that is good because she hears from a lot of her constituents that we need to clean up this town.
- She is excited for Fiesta. The Farm Bureau is planning their Annual Ag Day, and they want to kind of change it, and incorporate it into Fiesta. They want it to be where the kids can still do stuff for their AG Day, but it somehow be incorporated into Fiesta event. They will be contacting us regarding that.

F. CONSENT CALENDAR:

1. **City Commission Regular Minutes, January 12, 2022**
2. **Acknowledge Regular Impact Fee Advisory Board Minutes, July 19, 2021**
3. **Acknowledge Regular Airport Advisory Board Minutes, October 5, 2021**
4. **Acknowledge Regular Planning & Zoning Commission Minutes, December 2, 2021**
5. **Acknowledge Regular Public Utility Advisory Board Minutes, December 20, 2021**

Commissioner Mitchell moved to approve the Consent Calendar with the removal of item F4 Acknowledge Regular Planning & Zoning Commission Minutes, December 2, 2021. Commission Fahl seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

G. ORDINANCES/RESOLUTIONS/ZONING:

- 1. Discussion/Action: Resolution No. 43 21/22 Authorizing and approving submission of a completed application for financial assistance and project approval to the New Mexico Finance Authority for the Colonias Infrastructure Fund:**

Traci Alvarez, Assistant City Manager explained that the New Mexico Finance Authority (NMFA) Colonias 2022 Funding Cycle is opening, and staff would like to apply for funds for the Water Meter Replacement Project. The requested funding amount is \$1,500,000. The funds are delivered as a 90% grant, and a 10% loan, with provisions for loan waivers, and a minimum contribution of at least a 10% local or federal match. The loans are structured with terms of up to 20 years at 0% interest. The resolution to submit an application is required as a part of the application process, and the award offer would be brought back to Commission for approval. The city has been successful in receiving awards in 2019, 2020, and 2021. The city does have an outstanding 2020 CIF project that currently does not meet the Colonias policy-project continuation, which requires applicants to expend at least 50% of prior awards that have not yet been certified as complete, prior to approval of any new awards for funding. The city will also need to submit a policy waiver request.

Commissioner Fahl moved to approve Resolution No. 43 21/22 authorizing and approving submission of a completed application for financial assistance and project approval to the New Mexico Finance Authority for the Colonias Infrastructure Fund. Commission Mitchell seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

H. NEW BUSINESS:

- 1. Discussion/Update: Update on the Municipal Water Preliminary Engineering Report (PER):**

Traci Alvarez, Assistant City Manager explained that in 2019, the city received Colonias Grant funds to prepare a City Wide Municipal Water Preliminary Engineering Report (PER). The Preliminary Engineering Report (PER) addresses necessary upgrades for production, treatment, storage and delivery. As a reminder, this Preliminary Engineering Report (PER) is available to the public for download on the city website. A Preliminary Engineering Report (PER) is a planning document is required by many state and federal funding agencies as part of the process of obtaining financial assistance to identify and assess the project, prioritize the improvements, evaluate alternatives, and develop cost estimates. In 2014 the focus was on preserving, and developing the downtown area, as well as much needed wastewater improvements. Various planning documents were completed including a MainStreet District Water Preliminary Engineering Report (PER), and a Wastewater Plant Improvements Preliminary Engineering Report (PER). The Commission and city staff at that time prioritized the Wastewater Treatment Plant, and funding applications were focused on completing the

projects within the Wastewater Preliminary Engineering Report (PER). Between 2014 through 2019, \$12,300,000 in funding was received from USDA, Colonias, and Capital Outlay to complete the Wastewater projects. When the completion of the Wastewater projects was ending, Water Infrastructure issues were being identified, and USDA had a funding cycle opening. The only Water Preliminary Engineering Report (PER) the city had available, and was eligible for, was the Main Street District Preliminary Engineering Report (PER). Therefore, an application was submitted in 2018/2019, and in September of 2019 \$9,417,000 was awarded, and we were able to begin the process of the Water Infrastructure Improvements. We have applied for, and received various smaller grants very project specific for water improvements that will be discussed during the project update. As the water system has been deteriorating, staff then sought and obtained funding to complete a city wide water Preliminary Engineering Report (PER), and procured Wilson and Company as the Engineer to complete the plan, and identify and prioritize the system in its entirety, enabling us to seek funding for the Water System Improvements. She thanked Alfredo Holguin and Wilson and Company for their hard work in putting this plan together. They have spent a lot of hours sorting through old documents and plans to gather as much history of our Water System as possible. As well as spending a lot of hours with our Water and Wastewater Department to ensure this plan is accurate.

Alfredo Holguin, Wilson & Company then gave a presentation on the Municipal Water Preliminary Engineering Report (PER). (Complete PowerPoint attached hereto and made a part hereof).

2. Discussion/Update: Update on various city projects:

Traci Alvarez, Assistant City Manager explained that this presentation is to update the Commission and the public on the current projects the city is working on or overseeing. Currently the city has 24 projects, either in the application process, design process, construction, procurement, or oversight. This amounts to a total of \$29,786,015.03, and in the past, the city has applied for funding with little to no assistance, and though we have been somewhat successful, our funding awards were sporadic, and low dollar amounts due to lack of information submitted. Funding applications require the input of technical specifications, as well as costs specific to design and construction. Wilson and Company have been instrumental in assisting the city in applying for, and securing funding over the last few years at no cost to the city, and with no guarantee they will be awarded the project.

Wilson & Company then gave a presentation on various city projects. (Complete PowerPoint attached hereto and made a part hereof).

3. Discussion/Update: Presentation of beginning budget process:

Carol Kirkpatrick, Finance Director (Complete copy of handout attached hereto and made a part hereof).



**TRUTH OR
NEW MEXICO
CONSEQUENCES**

City-Wide Water System Improvements

Preliminary Engineering Report Overview

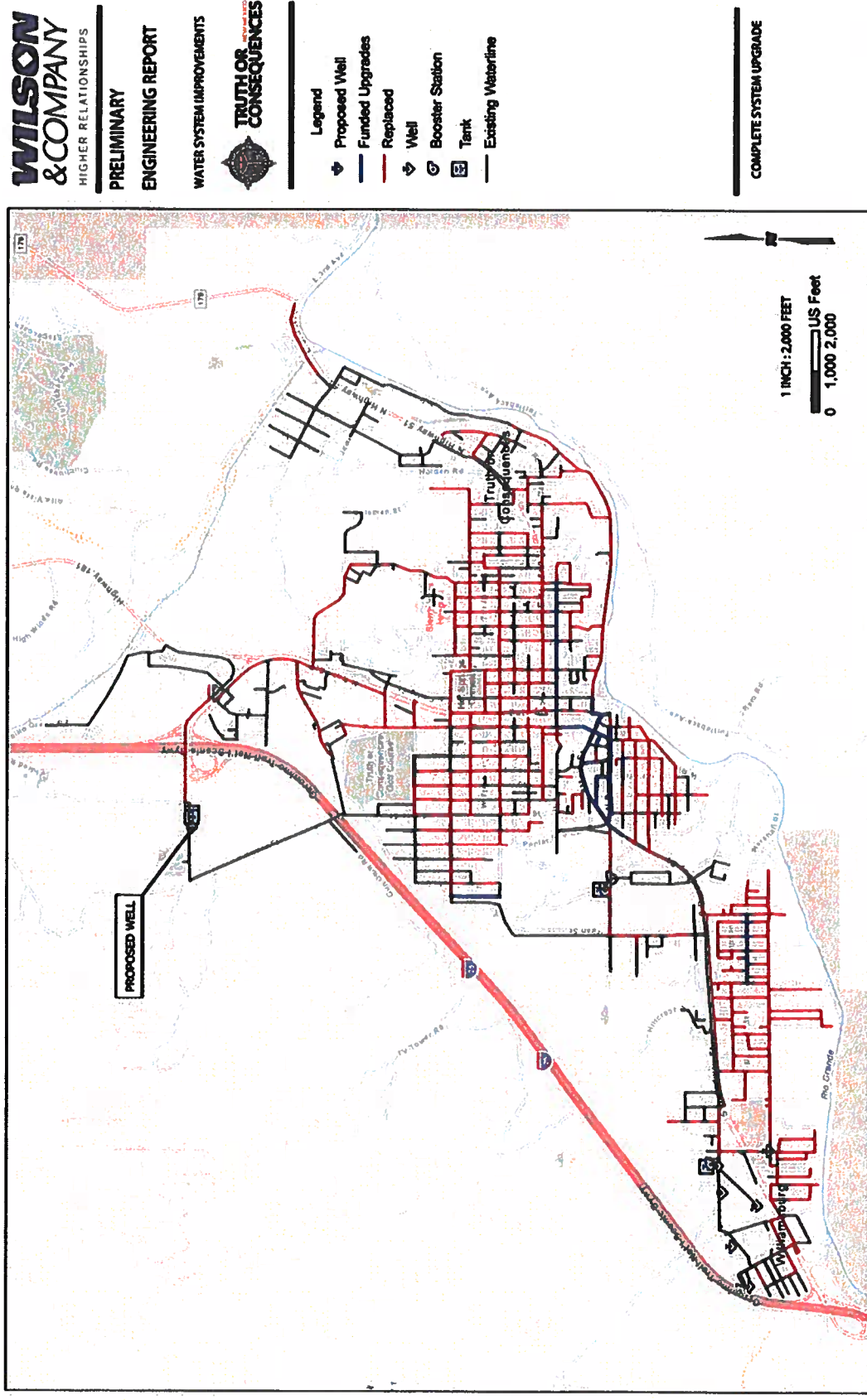
**WILSON
& COMPANY**

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- The Goal of a Preliminary Engineering Report (PER):
 - Describe the community as a whole
 - Location, environment, population, community engagement
 - Identify existing infrastructure
 - Location, History and Condition
 - Describe the need for improvements
 - Based on health, sanitation, aging infrastructure and growth.
- Identify and evaluate alternatives to meet the needs
- Recommended Project
 - Scope, schedule, requirements and costs.

- This Preliminary Engineering Report (PER) focused on addressing the aging water system infrastructure and high-pressure issues throughout the entire City
- The recommended improvements will address approximately 57% of existing waterlines (about 225,100 linear feet) with 6-inch or greater PVC, and install 6 new pressure release valves (PRVs) and a new well on Cemetery Road.
- It will also address 96.6% of pipes over 30 years old, save approximately 116 million gallons of water per year, and fix pressure and fire flow issues
- A total project cost of approximately \$102,572,936.00.

Complete System Improvements

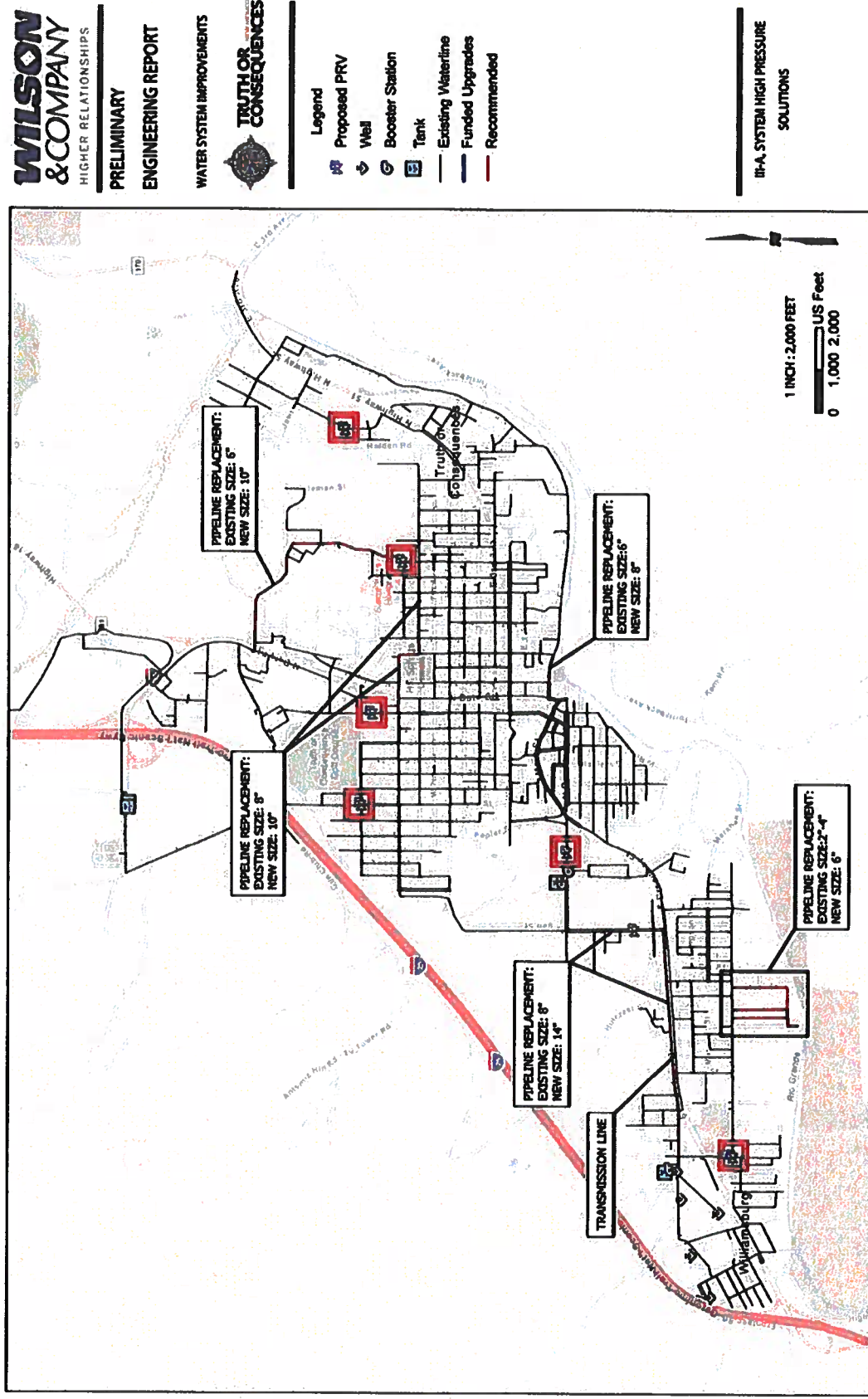


- The PER broke down the proposed improvements in priority order:
 - 1) Addressing the high-pressure issues and system redundancy with 3-Phases of the System Performance Alternative
 - 2) Addressing the old aging infrastructure systematically in 5 distinct areas of the city
 - A. West Side
 - B. East Side
 - C. North Side
 - D. Downtown
 - E. Williamsburg

- Phased approach for initial improvements in 3-parts
- Will replace approximately 11.3% of existing waterlines (about 48,500 linear feet) with 6-inch or greater PVC and install a new well located on Cemetery Road
- Pipes will be replaced through open trench construction
- The alternative was chosen as it improves pressure issues, improves fire flow, addresses aging infrastructure and adds system redundancy while being the most cost efficient
- Total Projected Cost: \$23,644,806.00
 - III-A: Funded by USDA
 - III-B: Approved by USDA, awaiting funding approval
 - III-C: Not Currently Funded

- Installation of approximately 26,500 linear feet of pipe, including new Cook St. booster station to Morgan St booster station transmission line (about 6.2% of existing lines) and 6 new pressure release valves (PRVs)
- Eliminates high pressure issues that cause outages for residents due to line breaks and complies with fire flow requirements
- Reduces the amount of water losses by approximately 32 million gallons per year
- Approximate Cost: \$7,530,330.00

Project Map - Alternative IIIA



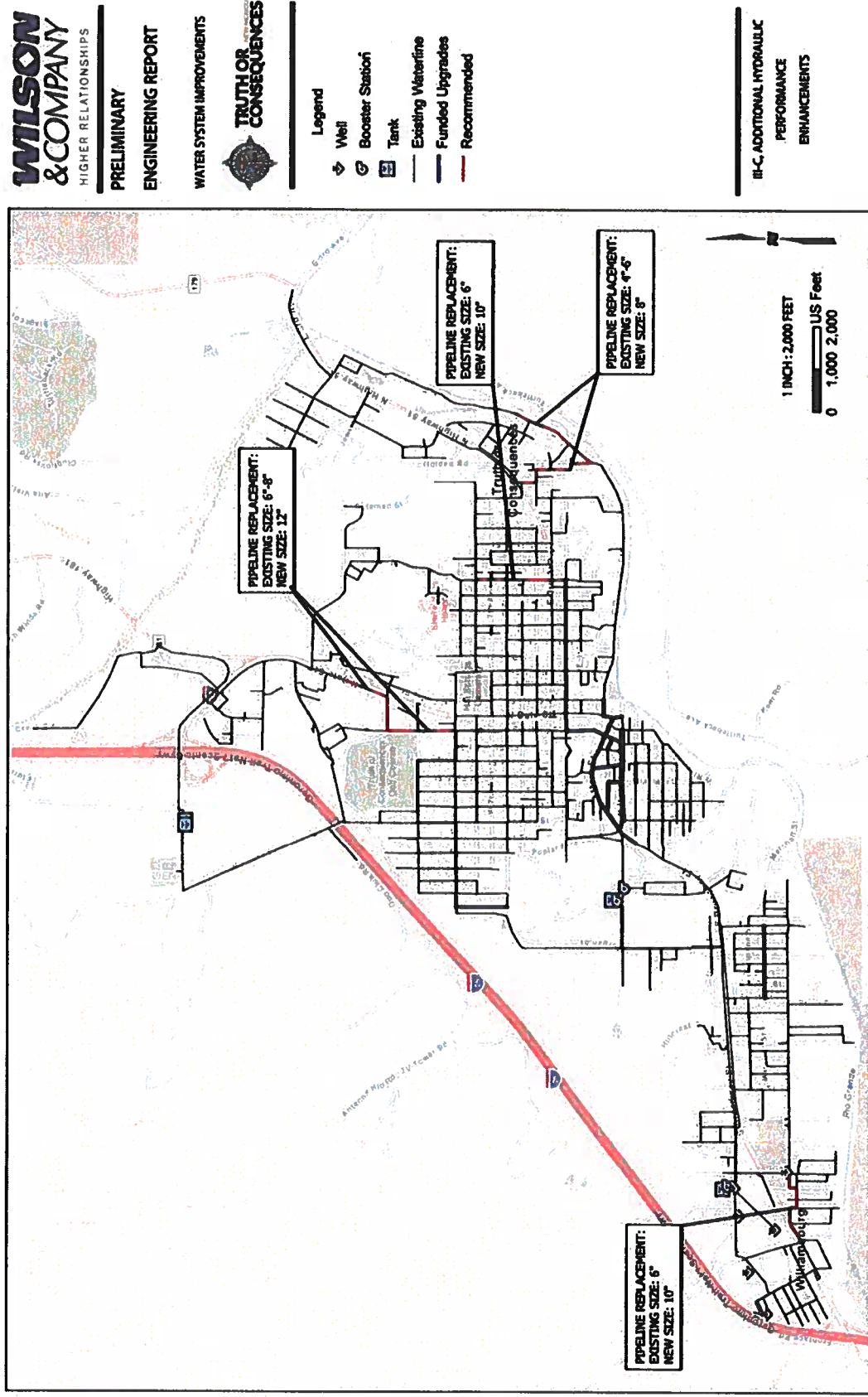
- Installation of approximately 15,200 linear feet of pipe (about 3.6% of existing waterlines), and a new well in the norther area of the city on Cemetery Rd.
- This will reduce the dependence on the Cook and Morgan St. booster stations, and creates a backup water supply in the area for further fire flow improvements
- Reduces the amount of water losses by approximately 7 million gallons per year
- Approximate Cost: \$9,844,031.00

Project Map - Alternative II-B



- Installation of approximately 12,200 linear feet of pipe (about 2.9% of existing waterlines)
- Lines located in the East, Williamsburg, and North areas to further reduce pressure issues and improve fire flow requirements throughout the city
- Reduces the amount of water losses by approximately 6 million gallons per year
- Approximate Cost: \$6,270,445.00

Project Map - Alternative III-C



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HIGHER RELATIONSHIPS

PRELIMINARY

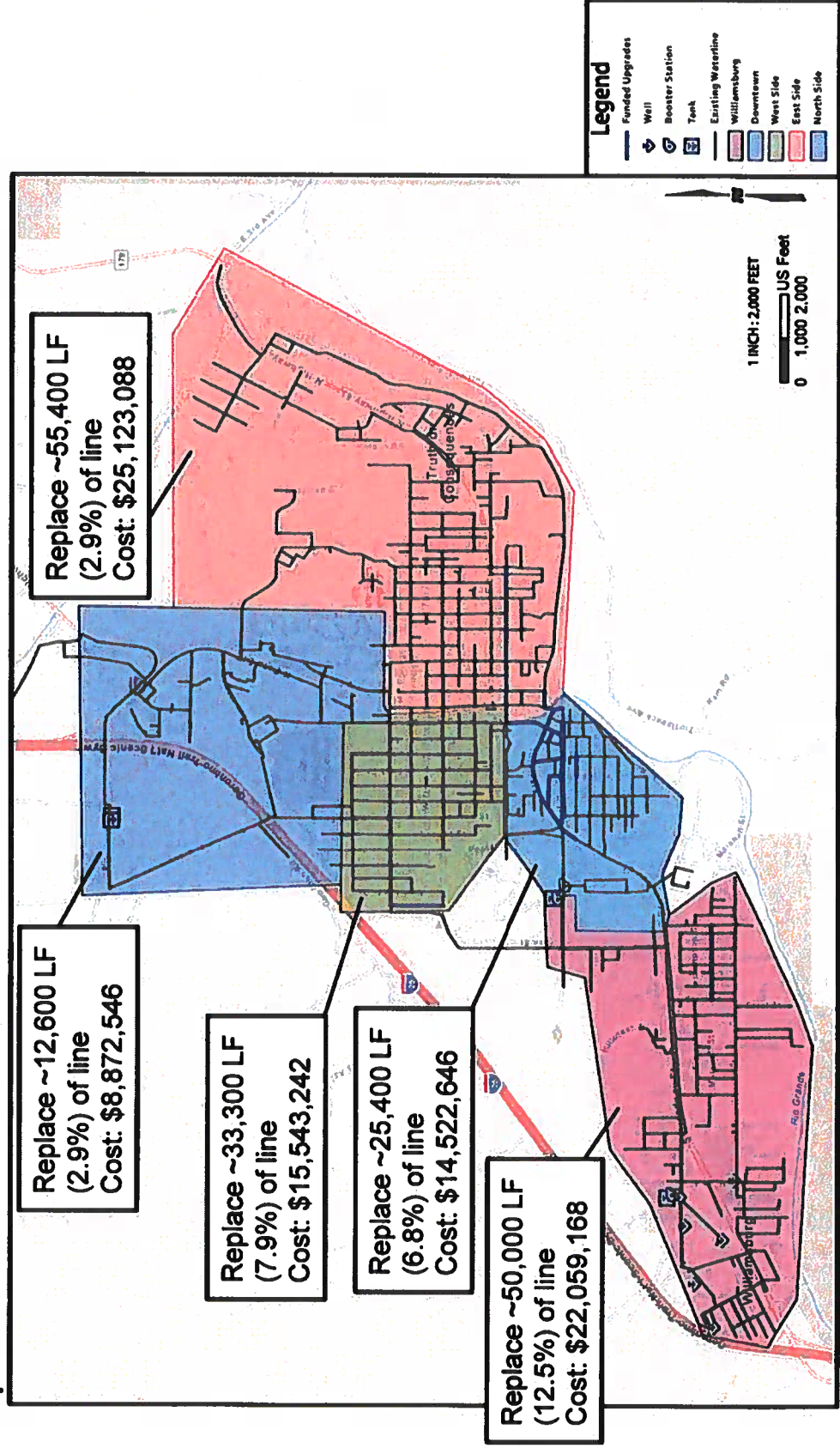
ENGINEERING REPORT

WATER SYSTEM IMPROVEMENTS

TRUTH OR CONSEQUENCES

Distinct Area Updates

- Additional work will be needed in each distinct area to replace the remaining aging waterlines and complete the full system improvements.





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Questions or Comments?

Thank you

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& COMPANY**

January 26, 2022

City of Truth or Consequences Projects Status Update

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Presenter: J. Alfredo Holguin, PE

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Current Projects

- MSD Water System Improvements
- DWSRLF Water System Improvements
- City Wide Water System PER
- Booster Station & Austin St. Improvements
- MSD Road and Drainage Improvements
- Wastewater Asset Management Plan
- Water Asset Management Plan
- Vacuum Sewer Improvements
- Water System Performance Improvements (WSP1-1)
- Cantrell Dam Reconstruction

MSD Water System Improvements

- 2019 USDA-RD Funded: \$3,960,000 Grant; \$5,457,000 Loan
- Fully Approved by USDA with authorization to bid
- Bidding phase from Jan 14, 2022 - March 24, 2022
- Construction anticipated from May 2022 through May 2023



DWSRLF Water System Improvements

- 2019 NMED DWSRLF Funded: \$620,542 Grant; 620,543 Loan
- 2021 CIF Funded: \$450,000 Grant; \$50,000 Loan; \$50,000 Match
- Design approved by NMED Construction Programs Bureau
- Authorization to Bid received from NMFA
- Advertisement and Bid Form being finalized for Bidding



City Wide Water System PER

- 2019 CIF Funded: \$81,000 Grant; \$9,000 Loan; \$10,000 Match
- City Wide Water System PER Completed
 - Evaluated System Component Conditions and Needs
 - Alternatives for Improvements identified and recommended
- Improvement Recommendations Include
 - Replacement of deteriorated and undersized waterlines (approx. 43 miles)
 - Installation of Pressure Reducing Stations
 - New Northern Well for System Resiliency
- PER has been fully approved by NMED-CPB
- Prioritization of Improvements based on System Operation
 - The first phase of improvements (Phase A) has been funded by USDA-RD

Booster Station & Austin St. Improvements

- 2020 WTB Funded: \$384,688 Grant; \$256,458 Loan; \$71,000 Match
- Wilson and Co. preparing NMED Contract Agreement (AES) for Final Design & Construction
- Coordination has begun with NMED-CPB for AES requirements.



MSD Road and Drainage Improvements

- 2020 CIF Funded: \$900,000 Grant; \$100,000 Loan; \$100,000 Match
- Scope: Evaluation, design and reconstruction of street pavement
 - Pershing, McAdoo, and Daniels with Cedar St. as an Additive Alternate
 - Project will be in coordination with the construction of MSD Waterlines
 - Scope includes City completing portion of work.
- Project Kick-off meeting held January 24, 2022
- Final Design anticipated to be completed in August 2022.

Wastewater Asset Management Plan

- 2020 NMFA LGPF Funded: \$50,000 Grant; \$25,003.44 Match
- An AMP is an outline for the operation and replacement of critical components throughout the system.
 - Collection Lines, Manholes, Lift Stations and Treatment Plants
- It is a detailed list of equipment/structures and appurtenances
 - Includes a Geographical Information System (GIS) Map
 - Information collected include age, size, material, condition
- Evaluation includes several key factors including:
 - Remaining Useful Life, Consequence of Failure and Criticality Matrix
- Recommendations include:
 - Maintenance programs and capital improvement schedule
- Final Draft has gone through internal QAQC and once comments are addressed, submission to the City for comments

Water Asset Management Plan

- 2020 City Funded: \$77,035.15
- An AMP is an outline for the operation and replacement of critical components throughout the system.
 - Distribution lines, transmission lines, valves and hydrants
 - Wells, tanks, booster stations
- It is a detailed list of equipment/structures and appurtenances
 - Includes a Geographical Information System (GIS) Map
 - Information collected include age, size, material, condition
- Evaluation includes several key factors including:
 - Remaining Useful Life, Consequence of Failure and Criticality Matrix
- Final Draft is currently going through internal QAQC

Vacuum Sewer Improvements

- 2019 NMED CWSRLF Funded: \$100,000 Grant; \$373,000 Loan
- Project scope includes:
 - Completion of a Design Analysis Report (DAR) for proposed improvements
 - Preparation of project plans, contract documents and technical specifications
 - Bidding and construction administration of proposed improvements.
- DAR is approximately 80% completed.
 - WCI continues to coordinate with Utility Department to ensure proposed improvements address deteriorated components
 - Once finalized, DAR will be provided to City for review and comment and then submitted to NMED-CPB for review and approval.

Water System Performance Improvements (WSPI-1)

- 2021 USDA-RD Funded: \$2,720,000 Grant; \$4,811,000 Loan
- Letter of Conditions issued by USDA in August 2021
- USDA-RD fully approved Agreement for Engineering Services
- Project Scope Includes:
 - Distribution and Transmission Line replacements
 - Installation of new Pressure Reducing Valves
- Data collection and hydraulic model have been started
- Anticipated completion of design March 2023
- Bidding/Construction anticipated May 2023/March 2024

Cantrell Dam Reconstruction

- 2020 WTB Funded: \$450,000 Grant; \$300,000 Loan; \$75,000 Match
- Project Scope Includes:
 - Planning, design and environmental permitting
 - Right-of-way appraisal and land acquisition
- Readiness to Proceed Application submitted 9.11.21
- City received fully executed funding agreement on January 21, 2022
- Wilson and Co. preparing Task Order for Final Design & Construction

Budget Information Agenda
Presented by: Carol Kirkpatrick, Finance Director
January 26, 2022

Welcome to the beginning of the annual budget process! Our goal today is to start introducing you to how the process works, when budgets are due, and all of the different types of funds and revenue sources.

In future Commission meetings, we will continue to introduce you to the budget process while focusing on revenues, expenditures, and cash balances for all of the different types of funds for the current year.

We realize that some of you have budgeting experience and some of you may not. Please don't worry! That is what we are here for.

Please feel free to ask questions as we go, or you can wait until the presentation is complete.

Please feel free to let City Manager Swingle know if you have any specific questions. We will be glad to answer them for you.

If you want information sooner, rather than later, you can always visit our website for the current and prior year budgets, quarterly and annual reports, and audit.

<http://www.torcnm.org/departments/finance/index.php>

We are here to answer your questions and do anything we can to assist you and the public

<i>Finance Director</i>	<i>Carol Kirkpatrick</i>
<i>Finance Officer</i>	<i>Kerin Salcedo</i>
<i>Chief Procurement Officer</i>	<i>Donna Gardner</i>
<i>Accounts Payable Specialist</i>	<i>Ruby Otero</i>
<i>Human Resources Specialist</i>	<i>Alona Niebergall</i>
<i>Payroll Specialist</i>	<i>Mindee Holguin</i>

Budget Information Agenda
Presented by: Carol Kirkpatrick, Finance Director
January 26, 2022

Introduction and Welcome

A. 2022-23 Budget Calendar/Meetings for Commissioners (Attachment 1)

B. 2022-23 Budget Calendar for Entire Process (Attachment 2)

C. Types of Funds and Revenue Sources (Attachment 3)

1. Type of Fund: General Fund

Municipal Taxes

Franchise Fees

Gross Receipts Taxes From Local Impositions

Property Taxes

State Shared Taxes

Gross Receipts Taxes From the State

Motor Vehicle Fees (Auto License)

Licenses and Permits

Business License Fees

Liquor Licenses

Charges for Services

Rental Fees

User Fees

Fines and Forfeits

Municipal Court Fines

Miscellaneous Revenue

Inter-Governmental Grants

2. Type of Fund: Special Revenue Funds

Corrections Fees

Court Automation Fees

State Fire Fund Allotment

State Law Enforcement Protection Funds

Lodgers Taxes

Gross Receipts Tax (Local Imposition)

State LGRF Funds

Federal Funds

State Library Funds

3. Type of Fund: Capital Projects

Grants
Federal Grants
State Grants
Loans
NM Department of Transportation
USDA Grants

4. Type of Fund: Debt Service Funds

Revenues from Enterprise Funds Associated with Loan
Revenue from Gross Receipts Associated with Loan

5. Type of Fund: Enterprise Funds

User Fees for Utilities & Connections

D. 2021-2022 Updated Budget for All Funds (Attachment 4)

E. General Fund Department Listing and Budget Allocation for 2021-22 (Attachment 5)

F. Upcoming Budget Information

Next Commission Meeting 2/9/22

1. Revenue and expenditure reports from July through December to City Commission
2. Gross Receipts Tax
3. Cash Balances

Budget Dates for City Commission

Date	Presented By	Description
1/26/2022	Reg Comm Meet	City Manager & Finance Director Present budget process to City Commission and budget calendar
2/9/2022	Reg Comm Meet	City Manager & Finance Director Include sources of revenue, different funding sources, different departments and capital projects
5/3/2022	Special Comm Meeting	City Manager & Finance Director Present revenue and expenditure reports from July through December to City Commission
5/4/2022	Special Comm Meeting	8:30 to 2:30 Tuesday Departments present budgets to City Commission (Day 1) Commission Chambers
5/11/2022	Reg Comm Meet	8:30 to 2:30 Wednesday Departments present budgets to City Commission (Day 2) Commission Chambers
5/25/2022	Reg Comm Meet	City Manager & Finance Director Present Preliminary Budget to City Commission for first review
7/13/2022	Reg Comm Meet	City Manager & Finance Director Adoption of 2022-23 Preliminary Budget by City Commission
7/28/2021	Reg Comm Meet	City Manager & Finance Director Review of any changes from the Preliminary Budget to the Final Budget before final approval
		Final approval of 2022-23 Budget and 4th Quarter Reports (City Commission)

BUDGET PROCESS CALENDAR 2022-23

JANUARY 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Keys: Green-Finance (FD) Red: Departments Blue: City Manager/Asst. City Manager</p>				
3	4	5	6	7
10	11	12	13	14
		Commission Meeting		
17	18	19	20	21
Martin Luther King Jr. Day (Holiday)				
24	25	26	27	28
		Commission Meeting	<p>← Present Budget Process to Commission and Budget Calendar</p> <p>← Include sources of revenue, Different funding sources, different departments and Capital projects</p>	
31				

FEBRUARY 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Keys: Green-Finance (FD) Red: Departments Blue: City Manager/Asst. City Manager Orange: Commission</p>	<p>FD: Send Budget SS to Departments Include Updated Salaries & Benefits. Departments have 7 weeks to work on budget.</p>			
	<p>Set up training for anyone who needs it on Chart of Accounts SS</p>	<p>Commission Meeting Present Revenue and Expenditure Reports from July to December to Commission to Begin Budget Training/Education</p>	<p>Set up training for anyone who needs it on Chart of Accounts SS</p>	
President's Day (Holiday)				

MARCH 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Keys: Green-Finance (FD) Red: Departments Blue: City Manager/Asst. City Manager Orange: Commission</p>	1	2	3	4
		Departments continue working on entering budgets in spreadsheet		
7	8	9	10	11
	FD Meet with Departments on Budgets, Answer Questions. By Appointment	Commission Meeting	FD Meet with Departments on Budgets, Answer Questions. By Appointment	FD Meet with Departments on Budgets, Answer Questions. By Appointment
14	15	16	17	18
<p>Department Heads return Budget(s) to Finance</p>	Finance begins review of submitted budgets asks questions from Department if needed (Finance has 2 1/2 weeks before meeting with City Manager)			
21	22	23	24	25
FD: Begin entering projected revenue, expenses, and cash balance in spreadsheets		Commission Meeting		
28	29	30	31	
			City Manager & Finance Review Budget(s) All Day (Include current and projected revenue, projected cash ending balances, projected expenditures, discuss	

APRIL 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Keys: Green-Finance (FD) Red: Departments Blue: City Manager/Asst. City Manager Orange: Commission</p>				
4	5	6	7	8
	<p>Department Heads Meet with CM & FD to review budget (individually) By Appointment</p>	<p>Agenda Review</p>	<p>Department Heads Meet with CM & FD to review budget (individually) By Appointment</p>	
11	12	13	14	15
		<p>Commission Meeting Final Changes to budgets due to Finance Director from Departments</p>	<p>Finance – Review/Working on Draft</p>	<p>Finance – Review/Working on Draft</p>
18	19	20	21	22
<p>Finance – Review/Working on Draft</p>	<p>Finance – Review/Working on Draft</p>		<p>Finance meet with City Manager and Departments, if needed, for final budget review before Commission presentation (All day)</p>	<p>Finance meet with City Manager for continued budget review if needed</p>
25	26	27	28	29
	<p>Finance make copies of packets for Budget Presentation to Commission on 5/4/22</p>	<p>Commission Meeting</p>	<p>Budget Packets delivered to Commissioners in preparation of Budget Workshop</p>	

MAY 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Keys: Green-Finance (FD) Red: Departments Blue: City Manager/Asst. City Manager Orange: Commission</p>	<p>Departments Present Budgets to Commission 8:30 to 2:30</p>	<p>Departments Present Budgets to Commission 8:30 to 2:00</p>	<p>Finance make changes to budget if needed and prepares final documents for Commission meeting on 5/11/22</p>	<p>Fiesta Day 4 hrs Holiday</p>
		<p>Commission Meeting</p>		
		<p>CM & FD Present Preliminary Budget for First Review</p>		<p>Finance begins entering budget in LGBMS & Preparing Documents</p>
<p>Finance makes any changes required to preliminary budget</p>			<p>Finance have all budget and documents ready for Commission Meeting on 5/25/22</p>	
		<p>Commission Meeting</p>		
		<p>Commission Mtg. Adoption of Preliminary Budget FY 22-23-Property Tax Resolution</p>		
<p>Memorial Day</p>	<p>*Preliminary Budget Due to DFA *Property Tax Resolution Due</p>			

JUNE 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Keys: Green-Finance (FD) Red: Departments Blue: City Manager/Asst. City Manager Orange: Commission				
6	7	8 Commission Meeting	9	10
13	14	15	16	17
20 Holiday Juneteenth	21	22 Commission Meeting	23	24
27	28	29	30 End of Fiscal Year	

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Keys: Green-Finance (FD) Red: Departments Blue: City Manager/Asst. City Manager Orange: Commission</p>	New Fiscal Year 7/1/22			<p>*Interim Budget Approved by DFA</p> <p>Finance begins work on EOY reports and any final budget revisions</p>
Independence Day				
		Commission Meeting Present any changes from Preliminary Budget to the Final Budget to Commission	Finance have quarter reports complete and entered in LGBMS (DFA)	
			Finance Prepare all Budget Documents and 4th Quarter for Commission 7/27/22	
		Commission Meeting Approve Final 22-23 Budget & 4th Qtr Reports 21-22 and Resolutions		<p>*Final Budget Due to DFA</p> <p>*Budget Resolution Due</p> <p>*4th Quarter Reports Due</p>

MUNICIPAL REVENUE SOURCES IN NEW MEXICO

MUNICIPAL REVENUES - DISTRIBUTIONS FROM THE STATE

Gross Receipts Tax (GRT)

This is a major source of municipal revenues, and together with the locally imposed MGRT makes up over 70% of total general fund revenues. Statewide, a 5.0% gross receipts tax is collected and 1.225% is returned to municipalities in which the tax was collected. The 1.225% distribution is in lieu of local gross receipts taxes previously imposed by municipalities but subsequently converted to a state distribution.

Gasoline Tax

The state collects 17 cents tax on each gallon of gasoline and special fuels sold. Of the 17 cents collected, the state returns the equivalent of 2 cents to the municipality in which the gas and special fuels were purchased, based on that municipality's sales in proportion to the total sales in all municipalities in the prior fiscal year — distribution is dedicated to streets, roads, bridges and mass transit; distributions to municipalities with populations of 3,000 or less may go to their general fund.

Motor Vehicle Fees

The state returns a small portion of motor vehicle fees to municipalities that run motor vehicle offices. Approximately \$4 million is distributed annually to municipalities to fund these operations.

Fire Protection Fund

The state distributes a portion of the State Fire Protection Fund to municipalities for fire department operation, construction, maintenance and equipment. Allocations are based on a formula using fire insurance rating and number of fire stations in the locality.

Law Enforcement Protection Fund

The state distributes a portion of certain insurance taxes, fees, and penalties back to municipalities for police equipment, training, planning and replacement salaries for training. Distribution is rated by class according to population. The rate of distribution is as follows: \$20,000 (0 - 20,000 pop.), \$30,000 (20,001 to 160,000) or \$40,000 (160,001 to 1,280,000) per year, depending on population, plus \$600 per certified officer

Ten percent of the State Compensating Tax is earmarked for distribution to aid municipalities under 10,000 in population. All money in the Fund is distributed to qualifying municipalities. Qualifying municipalities receive a minimum distribution of \$35,000, but may receive additional funding by operation of a formula-based average per capita gross receipts tax. Money can be used for general purposes or as allocated by the governing body.

Compensating Tax

Effective 2009, municipalities will receive 10% of 1.225 of the state's compensating tax collected statewide on goods brought in from out of state. After 2010, the percentage of distribution will increase to 30%.

MUNICIPAL REVENUES - MANDATORY LOCAL IMPOSITION

Business Registration Fee

Municipalities are required to pass an ordinance levying an annual fee up to \$35 on each "place of business" within municipal boundaries. (§§3-38-3 through 3-38-6).

Municipal Court Fines

A maximum fine of \$500 may be levied on convictions of municipal ordinances and monies go to the general fund. Maximum fine must be set by ordinance. [Exception: A fine of up to \$999 may be imposed for conviction of operating a motor vehicle while under the influence of liquor or drugs, and a fine of up to \$999 per day may be imposed for conviction of violating an industrial user wastewater pretreatment ordinance.] (§3-17-1C).

MUNICIPAL REVENUES - OPTIONAL LOCAL IMPOSITION

Municipal Gross Receipts Tax (MGRT)

Municipalities are authorized to levy up to 1½% (6 quarters) in gross receipts tax. The tax can be levied by ordinance subject to a negative referendum or by going directly to election. The Municipal Gross Receipts Tax can be used for general purposes or dedicated for special purposes. (§7-19D-9).

Municipal Environmental Services Gross Receipts Tax

Municipalities have the option to adopt, by ordinance, an additional 1/16 of 1% Gross Receipts Tax which shall be dedicated for acquisition, construction, operation and maintenance of solid waste facilities, water facilities, wastewater facilities, sewer systems and related facilities. The imposition of this tax is not subject to referendum of any kind unless required by a municipal charter. (§7-19D-10).

Municipal Gross Receipts Tax for Infrastructure -

Municipalities have the option to adopt an additional Municipal Gross Receipts Tax up to 1/4%. The first 1/8th may be enacted in 1/16th increments and is not subject to referendum of any kind, unless it is dedicated for economic development, in which case an election is required. The second 1/8th may also be enacted in 1/16th increments and is subject to referendum. Both 1/8^{ths} may be dedicated for infrastructure, other enumerated purposes, or general purposes. (§7-19D-11)

Municipal Gross Receipts Tax for Capital Outlay

Municipalities may impose, by ordinance, a Capital Outlay Gross Receipts Tax for local infrastructure purposes in increments of 1/16th up to a maximum of 1/4%. The tax may be dedicated for various capital outlay purposes. The tax is subject to referendum. *(Prior to the enactment of the Capital Outlay Gross Receipts Tax, a municipality must have imposed all increments of the Municipal Gross Receipts Tax, all increments of the Municipal Infrastructure Gross Receipts Tax, and none of the Supplemental Municipal Gross Receipts Tax after January 1, 2001.)* (§7-19D-12)

Lodger's Tax

A municipality may levy a maximum tax rate of 5% on all persons renting temporary lodging (hotels and motels) within the municipality. If the tax imposed is not more than 3%, at least 1/2 of the proceeds must be used for the promotion or advertising of authorized facilities, tourist attractions and events. If the tax imposed is more than 3%, an additional amount of at least 1/4 of the additional tax proceeds over 3% must be used for promotion and advertising. (Exception: Municipalities in Class A Counties must use 1/2 of their entire proceeds for advertising). The tax proceeds exceeding the amounts required for advertising may be used for the other purposes set forth in the Lodgers Tax Act.

Franchise Fees

Municipalities may collect a fee on the gross receipts of private utilities doing business within the municipality. The fee is a negotiated percentage of the gross receipts of the utility and is imposed for the utilities' use of the public rights-of-way to provide gas, electric, telephone, water or cable TV. (§§3-42-1 through 3-42-2).

Liquor Licenses

Municipalities may require establishments which sell liquor to purchase an annual municipal liquor license. The annual license fee may be up to \$250.00. (§§ 7-24-1 through 7-24-16)

Business License Fees

A municipality may pass an ordinance requiring certain businesses which need regulating to be licensed and to pay a fee for the privilege of doing business in the municipality. The amount of the fee must be reasonably related to the amount of regulation provided. (§§ 3-38-1 through 3-38-6).

User Fees

These are fees charged to patrons for services such as libraries, museums, recreation, etc.

Other Miscellaneous Fees

These include parking fees, building permits, or other permit fees

CITY OF TRUTH OR CONSEQUENCES
2021-2022 FINAL BUDGET
COMMISSION APPROVED JULY 28, 2021
UPDATED DECEMBER 31, 2021

Fund No.	Fund	Actual Beginning Cash Balance 7/1/2021	+ Investments 7/1/2021	Cash & Investments	Estimated / Budgeted + Revenues 2021-22	Cash Transfers In 2021-22	Cash Transfers Out 2021-22	Estimated / Budgeted - Expenditures 2021-22	Estimated Ending Cash = Balance 6/30/2022	DFA Local Reserve - Requirement General Fund Only	1/12th of Exp 6/30/2022
GENERAL FUND											
101	General Fund	1,225,246.69	106,051.74	1,331,298.43	4,094,265.00	2,756,795	(561,675)	(6,228,443)	1,392,240	(519,037)	873,204
	See Attachment for Listing of Departments and Allocated Budgets										

SPECIAL REVENUE FUNDS											
201	Corrections	16,220.59		16,220.59	5,500.00	95,000		(110,000)	6,721		6,721
209	Fire Protection Fund	374,001.56		374,001.56	609,324.00	-	-	(983,325)	1		1
211	Law Enforcement (NEW)	-		-	26,000.00	-	-	(26,000)	-		-
214	Lodger's Tax	495,234.95		495,234.95	300,800.00		(90,000)	(410,305)	295,730		295,730
216	Municipal Street	433,545.99	-	433,545.99	598,556.00	45,100	(100,000)	(943,041)	34,161		34,161
217	Recreation Fund (NEW)	5,405.73	-	5,405.73	-	-	-	(5,355)	51		51
260	Fiscal Recovery Funds (NEW)	-	-	-	712,404.00	-	-	(712,404)	-		-
293	Veterans Wall Perpetual Care	1,150.00		1,150.00	375.00			(1,150)	375		375
294	State Library	3,649.37		3,649.37	57,811.00	-	-	(60,611)	849		849
295	Municipal Pool	23,132.76	-	23,132.76	6,500.00	188,000		(215,656)	1,977		1,977
296	PD GRT Fund	808,220.33		808,220.33	300,200.00	-	(112,728)	(259,508)	736,184		736,184
297	PD Confidential Fund	6,795.92	-	6,795.92	5.00	-	-	(6,700)	101		101
298	PD Donations	-		-	5,950.00			(5,644)	306		306
	Subtotal	2,167,357.20	-	2,167,357.20	2,623,425.00	328,100	(302,728)	(3,739,699)	1,076,455		1,076,455

Fund No.	Fund	Actual Beginning Cash Balance 7/1/2021	+ Investments 7/1/2021	Cash & Investments	Estimated / Budgeted + Revenues 2021-22	Cash + Transfers In 2021-22	Cash - Transfers Out 2021-22	Estimated / Budgeted - Expenditures 2021-22	Estimated Ending Cash Balance 6/30/2022	DFA Local Reserve - Requirement General Fund Only	Estimated Ending Cash Balance 6/30/2022
CAPITAL PROJECT FUNDS											
301	Water/WW/EFLL Water Refuse	130,939.43	101,816.10	232,755.53	1,920.00	-	-	-	234,676		234,676
302	Electrical Const.	3.93	-	3.93	-	-	-	-	4		4
303	Veterans Wall	17,364.29		17,364.29	-	-	-	(11,900)	5,464		5,464
304	Senior State Grant	60,079.95		60,079.95	259,413.00	-	(60,080)	(259,413)	(0)		(0)
305	Capital Imp. (General)	85,258.71		85,258.71	13.00	-	-	(85,231)	41		41
306	Capital Imp. (Jt. Utility)	270,614.06		270,614.06	296,956.00	-	-	(242,711)	324,859		324,859
307	Golf Course Imp. Fund	16,454.20		16,454.20	-	-	-	(16,454)	0		0
308	Capital Imp. (USDA FE Loader)	100.00		100.00	-	-	(100)	-	-		-
309	Capital Imp. (USDA WWTP)	40,042.42		40,042.42	-	-	-	-	40,042		40,042
311	R & R Sewer	-	146,230.63	146,230.63	500.00	-	-	-	146,731		146,731
312	R & R Airport	20,462.02		20,462.02	589,509.00	-	-	(588,813)	21,158		21,158
313	R & R Water (CD)	0.03	129,217.80	129,217.83	400.00	-	-	-	129,618		129,618
315	Capital Imp. Reserves (Jt. Utility) (Note: Fund used as clearing acct for some other capital projects)	283,044.27	1,046,971.82	1,330,016.09	1,024,763.00	252,727	(80,000)	(450,834)	2,076,672		2,076,672
316	Emergency Repair Reserves (Joint Util)	117,064.31	41,814.23	158,878.54	330.00	12,500		(60,000)	111,709		111,709
317	Waste Water Repair Reserves	109,918.80	104,700.17	214,618.97	640.00	18,954		-	234,213		234,213
318	Electrical Const. Reserves	8,126.19	86,541.71	94,667.90	1,585.00	10,000		-	106,253		106,253
320	USDA Water System Improvements	-		-	16,178,150.00	-	-	(16,178,150)	-		-
360	NMFA Projects	-	-	-	2,450,462.00	109,000		(2,463,007)	96,455		96,455
370	Water Trust Board Projects	-		-	641,146.00	71,000		(685,540)	26,606		26,606
380	Other State Funded Projects	-		-	1,623,988.00	2,189		(1,626,177)	-		-
	Subtotal	1,189,472.61	1,857,292.46	2,816,785.07	23,069,775.00	476,370	(140,180)	(22,668,230)	3,554,500		3,554,500

Fund No.	Fund	Actual Beginning Cash Balance 7/1/2021	+ Investments 7/1/2021	Cash & Investments	Estimated / Budgeted + Revenues 2021-22	Cash + Transfers In 2021-22	Cash - Transfers Out 2021-22	Estimated / Budgeted - Expenditures 2021-22	Estimated Ending Cash Balance 6/30/2022	DFA Local Reserve - Requirement General Fund Only	Estimated Ending Cash Balance 6/30/2022
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DEBT SERVICE FUND

403	Debt Service Fund	112,934.26	2,286,213.03	2,399,147.29	342,011.00	461,793	-	(958,168)	2,244,773		2,244,773
	Subtotal	112,934.26	2,286,213.03	2,399,147.29	342,011.00	461,793	-	(958,168)	2,244,773		2,244,773

ENTERPRISE FUNDS

501	Cemetery	39,663.55	-	39,663.55	8,520.00	-	-	(12,000)	36,184		36,184
502	Utility Office	45,439.58	-	45,439.58	43,800.00	431,700	-	(509,070)	11,870		11,870
503	Electric Division	1,252,477.04		1,252,477.04	7,372,173.00	-	(1,917,705)	(6,347,261)	359,684		359,684
504	Water Division	521,181.54		521,181.54	1,504,430.00	-	(686,147)	(868,727)	470,738		470,738
505	Solid Waste Division	1,132,867.20	424,208.95	1,557,074.15	2,312,956.00	-	(900,249)	(2,384,421)	585,360		585,360
506	Waste Water Division	518,185.40		518,185.40	1,164,625.00	-	(337,550)	(957,348)	387,912		387,912
507	Transfer Station	20.09		20.09	-	-	-	-	20		20
508	Golf Course	24,439.88	-	24,439.88	41,515.00	206,437	-	(270,023)	2,369		2,369
509	Municipal Airport	41,041.28	-	41,041.28	223,225.00	144,238	(2,189)	(371,567)	34,748		34,748
	Subtotal	3,575,315.98	424,208.95	3,999,522.51	12,671,244.00	782,375	(3,843,840)	(11,720,417)	1,888,885	-	1,888,885

INTERNAL SERVICE & FIDUCIARY FUNDS

600	Internal Service Fund	28,141.75	-	28,141.75	10,000.00	43,000	-	(70,500)	10,642		10,642
700	Court Bond Fund	1,000.41	-	1,000.41	-	-	-	-	1,000		1,000
	Subtotal	29,142.16	-	29,142.16	10,000.00	43,000	-	(70,500)	11,642		11,642

GRAND TOTAL (ALL FUNDS)

		8,289,468	4,473,764	12,743,233	42,810,720	4,848,423	(4,848,423)	(45,385,457)	10,185,486	(519,037)	9,649,459
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City of Truth or Consequences
General Fund Department Listing and Budget Allocation
Fiscal Year 2021-2022

Department Name	Budgeted Expenditures	
	From General Fund (GF)	% of GF
Animal Shelter	\$ 179,350	2.88%
Animal Control	\$ 181,481	2.91%
City Clerk's Office	\$ 216,559	3.48%
City Manager's Office	\$ 314,951	5.06%
Community Development - Assistant City Manager	\$ 204,914	3.29%
Community Services	\$ 103,725	1.67%
Facility Management	\$ 375,231	6.02%
Finance	\$ 477,158	7.66%
Fire Department	\$ 21,500	0.35%
Governing Body	\$ 228,931	3.68%
Hospital Gross Receipts Tax	\$ 269,000	4.32%

Department Name	Budgeted Expenditures	
	From General Fund (GF)	% of GF
Library	\$ 218,036	3.50%
Municipal Court	\$ 270,913	4.35%
Parks & Recreation	\$ 407,976	6.55%
Police Department	\$ 1,499,903	24.08%
Fleet Maintenance - Service Center	\$ 189,694	3.05%
Streets	\$ 421,571	6.77%
Utilities, Insurance, Software, Audit, Etc. for General Fund's Portions *See Note	\$ 647,550	10.40%

\$ 6,228,443

Note: Utilities, Insurance, Software, Audit, Etc. for General Fund's Portions
Each Department in the General and Enterprise Funds pay for their own telephone services. Utilities for all General Funds are paid from this line item. The Enterprise funds pays for their own portion of utilities, software, vehicle , general liability, and property insurance, and the annual audit.

4. Discussion/Action: Approval of Purchase Requisitions over \$20,000:

Carol Kirkpatrick, Finance Director reviewed the Purchase Requisitions over \$20,000 that was provided in the packet.

Commissioner Mitchell moved to approve Purchase Requisitions over \$20,000. Commissioner Fahl seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

5. Discussion/Action: Review and approval of the reclassification of the existing Deputy Chief Position to a Police Sergeant Position:

Victor Rodriguez, Chief of Police explained that his job as the Chief of Police is to evaluate where the organization is, and to look at our positions at the Police Department which is 12 positions, including his. Right now we have a Chief of Police, a Deputy Chief of Police, a Lieutenant, and one Sergeant. As he tries to improve his department, and better serve our community, he believes that the re-classification of the Deputy Chief Position is better fit if we create another Police Sergeant position. That would allow him to put one Sergeant on each shift so the Officers have supervisory assistance and guidance at all times. We have a Lieutenant that is above that in the mid management role, and then he as the Chief of Police is the administrator. That is why he is asking for the reclassification in these two positions.

City Manager Swingle added that an organization this small doesn't need two administrators it will be wise for us to eliminate the Deputy Chief position and make it into a Police Sergeant Position so we can have more people in the trenches, and let the Chief, and Lieutenant handle the administrative matters.

Commissioner Fahl made a motion to approve reclassification of the existing Deputy Chief Position to a Police Sergeant Position. Commissioner Harrelson seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

6. Discussion/Action: Appointment of a Governing Body Board Member to serve on the Spaceport America Committee:

Mayor Pro-Tem Hechler explained that the Spaceport Committee hasn't met in over 2 years because of the pandemic, and due to that our community has lost touch with Spaceport, we are no longer in the know when it comes to what is happening out there. He thinks it is important that we are so he wanted to have discussions about resurrecting the Spaceport America Committee. In the past we had members from the City Commission, Elephant Butte Commission, Sierra County Commission, and a member from the Tourism Board. The Spaceport Committee is not a decision making

body. The committee is set up for Spaceport America to communicate directly with the entities in Sierra County. The committee will sit together as a group with Spaceport America, and represent Sierra County so we can get the information all at once. It's basically an information gathering situation. Once we meet with Spaceport America, then our individual representatives will go back to their various Commissions or Boards, and report what is happening at Spaceport. The things that will be reported is news and upcoming events. Spaceport branch or buildings and expansions. New companies locating to Spaceport, or the potential of new companies and what is involved. This is a catalyst for us to be able to let them know the way we feel, how our taxes are spent, and what we would like to have here. We need to know what is happening at the Spaceport because it allows us to prepare for special events so we can correspond, and bring tourism to our community. He expressed that he will be willing to serve on the board, and be the Chairman if needed.

Mayor Forrister made a motion to appoint Mayor Pro-Tem Hechler to serve as a member on the Spaceport America Committee. Commissioner Fahl seconded the motion. Roll call was taken by the Clerk-Treasurer. Motion carried unanimously.

I. EXECUTIVE SESSION:

- 1. Threatened & Pending Litigation (Erica Baker vs. City of T or C) pursuant to 10-15-1(H.7).**
- 2. Purchase, Acquisition, or Disposal of Real Property (various properties) pursuant to 10-15-1(H.8).**

Mayor Pro-Tem Hechler made a motion to go into executive session at 11:56 a.m. to discuss Threatened & Pending Litigation (Erica Baker vs. City of T or C) pursuant to 10-15-1(H.7), and Purchase, Acquisition, or Disposal of Real Property (various properties) pursuant to 10-15-1(H.8). Commissioner Fahl seconded the motion. Roll call vote was taken by the Clerk-Treasurer. Motion carried unanimously.

Mayor Forrister reconvened the meeting in open session at 12:30 p.m.

Commissioner Fahl certified that only matters pertaining to Threatened & Pending Litigation (Erica Baker vs. City of T or C) pursuant to 10-15-1(H.7), and Purchase, Acquisition, or Disposal of Real Property (various properties) pursuant to 10-15-1(H.8) was discussed in Executive Session.

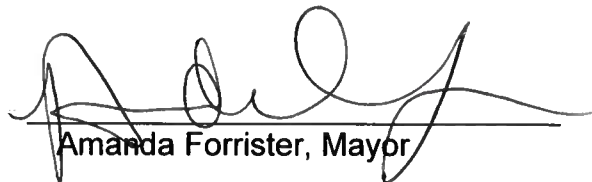
No action was taken.

K. ADJOURNMENT:


Mayor Pro-Tem Hechler moved to adjourn at 12:31 p.m. Commissioner Mitchell seconded the motion. Motion carried unanimously.

CITY COMMISSION JANUARY 26, 2022 REGULAR MEETING MINUTES

Passed and Approved this 9th day of February, 2022.



Amanda Forrister, Mayor



Angela A. Torres, CMC, City Clerk

Questions?

J. Alfredo Holguin, PE
Wilson & Company, Inc.,
Engineers & Architects

505.348.4158

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