

MINUTES OF THE CITY COUNCIL  
OF THE CITY OF RUIDOSO DOWNS  
CITY COUNCIL CHAMBERS  
REGULAR MEETING  
JANUARY 27, 2014  
4:30 P.M.

The Council of the City of Ruidoso Downs met in regular session on January 27, 2014. Mayor Williams called the meeting to order at 4:30 p.m. and asked Phillip Collins to lead the Pledge of Allegiance. Mayor Williams asked Carol Virden, City Clerk/Treasurer to take roll call. The following were present:

Councilor Holman  
Councilor Miller

Councilor Hood  
Councilor Perry

Carol Virden, City Clerk/Treasurer informed Mayor Williams there was a quorum.

Also present:

Alexandra Bobbitt, City Attorney  
Mary Castaneda, Finance Director  
Chris Rupp, Chief of Police

APPROVAL OF AGENDA

Mayor Williams stated next item on the agenda was Approval of Agenda.

Mayor Williams entertained a motion to approve the agenda.

Councilor Miller moved to approve the agenda. Seconded by Councilor Hood.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

APPROVAL OF CONSENT AGENDA

Mayor Williams stated next item on the agenda was Approval of the Consent Agenda.

Mayor Williams requested removal from agenda of the Hubbard Museum of the American West from the Monthly Reports.

Mayor Williams entertained a motion for Approval of the Consent Agenda with the removal of the Hubbard Museum of the American West from the Monthly Reports.

Councilor Miller moved to approve the Consent Agenda with the removal of the Hubbard Museum of the American West from the Monthly Reports. Seconded by Councilor Holman.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 13, 2014.

APPROVAL OF MINUTES OF LCT WORK SESSION MEETING OF JANUARY 15, 2014.

APPROVAL OF MINUTES OF SPECIAL JOINT MEETING OF CITY OF RUIDOSO DOWNS AND VILLAGE OF RUIDOSO OF JANUARY 17, 2014.

APPROVAL OF CORRECTED MINUTES OF SPECIAL JOINT MEETING OF CITY OF RUIDOSO DOWNS AND VILLAGE OF RUIDOSO OF DECEMBER 4, 2013.

Councilor Miller moved to approve: Minutes of Regular Meeting of January 13, 2014, Minutes of LCT Work Session Meeting of January 15, 2014, Minutes of Special Joint Meeting of City of Ruidoso Downs and Village of Ruidoso of January 17, 2014, and Corrected Minutes of Special Joint Meeting of city of Ruidoso Downs and Village of Ruidoso of December 4, 2013. Seconded by Councilor Holman.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

APPROVAL OF ACCOUNTS PAYABLES

Councilor Miller moved to approve Accounts Payable. Seconded by Councilor Holman.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

APPROVAL OF MONTHLY REPORTS

Councilor Miller moved to approve Monthly Reports for November 2013. Seconded by Councilor Holman.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

COMMITTEE REPORTS

Councilor Miller moved to approve Committee Reports. Seconded by Councilor Holman.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

Mayor Williams asked Phillip Collins, Hubbard Museum of the American West to come up and give the Museum Report.

Phillip Collins, Hubbard Museum said I have the Museum Report and the first item is Recent Activity. He said Teresa Dunlap is making an effort in the Gift Shop to consolidate storage items in the back which would expand the Gift Shop and give back another two hundred feet. A new an attractive local artisan and native and USA section will be created. He said there is research and development that is ongoing on that. The Exhibit Department has benefited from assistance from interns from ENMU. It's going well and we just need to coordinate on the Time Exposures and the other exhibits that will come in March. Our Museum Technician, Billy Crouch, has taken on an organization effort between our tool and equipment storage areas and has begun an inventory of tools on hand. He is also working on a group of traveling exhibits so that we may rent out groups of items to other museums. Our membership and marketing continue to go well thanks to Janis Rowe. The latest newsletter was printed out and mailed to our membership and hope to get positive feedback in the form of renewal memberships. Our next newsletter information will be provided to Kathy at City Hall for the inclusion into the citizen's newsletter. We continue to research options for signage for the museum. We now have the posts installed next to Public Works and Otero County Electric side and that will be for a parking sign when that sign gets approval. Our hours are now changed from 9:00 to 5:00 p.m. Several hundred rack cards have been placed to advertise that status. It will add an additional 530 hours per calendar year. As always, volunteer Obie O'Brien is hosting our guided tours on Fridays. Our volunteers have been very active at our museum and will be hosting an Appreciation Dinner in February and I will let you know the date as soon as we have one. We want to congratulate them on their time and effort. We continue to book tours through our administrator Annie Spotts. Please be aware that we have a conference center available at an affordable rate should anyone need access to our state of the art conference capabilities. Our facility has recently had roof repair completed and further improvements are being researched to prevent leakage. We have had an electrical problem and found some severe scorching behind a panel. That's a real safety concern and was investigated for faulty wiring and disconnected thanks to Mark Lewis. We submitted a PO to get that contact replaced and will get more lights up after that. We have not had any security issues since July of 2013. Thomas Moorhead continues to provide a presence that reassures the Gift Shop personnel. He has recently trained myself and Mr. Crouch on both opening and closing as well as procedures for contacting Mountain Alarm and the police in an event of an unfavorable situation. He is also offering information to the patrons because of his approachable personality. In closing we have a great new mission at the Hubbard Museum of the American West and that is to be bilingual by May 1<sup>st</sup> so please tell your Spanish-speaking friends to come out. We are accepting donations at the entrance daily.

Mayor Williams asked Billy Crouch if he had anything to add?

Billy Crouch said that pretty much covers it but I would like to say thank you for allowing me to be on staff there and for allowing me this learning process. I hope I can continue along on this journey for a long time. I feel that we are making a lot of steps for future growth. We are doing everything we can to make sure our history continues and that we serve our public to the best of our ability.

Councilor Miller said I was speaking to Janis Rowe last week and she said what a joy it is to come to work and she really enjoys working with both of you. Everyone is trying to do the best for that museum and thanks to the both of you.

Carol Virden, City Clerk/Treasurer asked Phillip Collins if she could get a copy of that?

Phillip Collins said yes.

Mayor Williams entertained a motion to approve the Museum Report.

Councilor Hood moved to approve the Museum Report. Seconded by Councilor Miller.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

#### UNFINISHED BUSINESS

Mayor Williams said there was no Unfinished Business.

#### NEW BUSINESS

Mayor Williams stated the next item on the agenda was - Mayor's Comments.

Mayor Williams had no comments.

Mayor Williams stated the next item on the agenda was - Councilor's Comments.

There were no Councilor's Comments.

Mayor Williams stated the next item on the agenda was - Dan Austin CPA - Presentation of City of Ruidoso downs Audit FY 2012-2013.

Dan Austin CPA said the report is a little different this year and we've changed some of the wording and names of reports but it still entails compiling about thirty-five different funds into one document that we hopefully can all understand. I want to call your attention first to what would be my opinion which starts on page eight. This is a new report this year and basically goes through your responsibilities and my responsibilities on the various

functions of the Financial Statement. It also discusses any audit findings that we have. We issued an unqualified opinion this year. Well, I'm used to calling it unqualified but this year it is called unmodified as you'll see on the last page of the report. We issued an unmodified opinion which states that all the Financial Statements and closing documents are stated fairly. I'd like to call your attention now to page fourteen. This is now what we call our Statement Position. You will see that it is broken up between two different columns and totals that are Government Activities and Business Type Activities. You can see this year we ended up with \$2,888,000 cash in Governmental Activities and the Business Activities which would be the Utility Fund and the Sanitation Fund and \$1,650,000 in the Business Type Activities. There are non-total current assets this year of \$2,680,000 in the Governmental Fund and \$1,959,000 in the Business Type Activities. Our current liabilities are relatively small so we have a real current ratio. Our current liabilities are \$188,000 in Governmental Activities and \$87,000 in the Business Activities. Our net position with a total at the end of the year with all entities is \$24,000,000 and is broken out into \$11,752,000 in the Governmental Activities and \$12,261,000 in the Business Type Activities. On page sixteen are the breakouts of all of our revenues and expenses. This year for all activities you can see in that very first column I'd like to call your attention to expenses. This year the General Government Expenses were \$1,262,000, Public Safety was \$1,606,000, Highways and Streets was \$566,000, Culture and Recreation was \$814,000, Other funds were \$80,000 in interest on a long-term debt of \$45,000 for total expenses in our Governmental Activity for \$1,376,000. Expenses in the joint Water and Sewer Fund was \$1,088,000 and our Sanitation Fund was \$1,266,000 so our total expenditures this year were \$5,731,000. We had various revenues that you can see when you get through and see our property taxes levy from different sources where there is franchise tax, gross receipts tax, lodgers' tax and that totaled \$2,034,000. We ended up with a net increase or if you were looking at this from a business standpoint you would have a \$68,000 net profit in the Business Activity and on the Governmental Activity it ends up with a \$211,000 net profit. These Financial Statements are consolidating all of the thirty-five or so funds into one set of numbers and when you are looking at some of the budgetary reports it get kind of hard to take it from there to bring it in here. Let's go back through and look at some of these details in each of the funds. Our Balance Sheet for our Governmental Funds in the General Fund ends up being \$1,404,000 in cash, \$517,000 in receivables and that's mostly gross receipts tax. Total liabilities were \$69,000. Unrestricted or Unassigned General Fund Equity was \$1,852,000. Over the years we've talked a lot about the Museum Fund and in this prior year of 2012 we expended most of that money there. This year that fund ended the year with cash of \$4,500 in the \$22,000, \$6,500 in various liabilities and equity of \$20,272. If you turn over two pages on page eighteen you see the Museum Fund and the prior year we ended up spending most of that money there. This year that fund ended the year with cash in the amount of \$4,500 inventory in the amount of \$22,000, \$6,500 in various liabilities and equity of \$20,272. On page eighteen you will see the Statement of Revenues and Expenditures. Total revenues for the General Fund were \$3,165,000. Total expenditures were \$2,990,000. We have an excess or net profit in the General Fund of \$74,533. We transferred out to other funds \$113,000 and that's how we ended up with a net profit. As far as the Museum Fund is concerned this year the museum generated \$340,000 in revenues and expenditures were \$592,445. We

ended up with a shortfall there of \$251,000. We transferred in from other funds \$242,000 so we ended the year with a net loss or decrease in equity of \$9,600. I wanted you to also look at page twenty. Of course the General Fund is always our most important fund and watch most closely as our budgetary efforts go. As far as the revenues are concerned you'll see that the total revenues were originally budgeted at \$3,246,000 and we changed the budget during the year to reflect an estimated revenues and have actually generated \$3,139,000 so we have a shortfall there of \$184,000. We began the year with \$1,286,000 in cash and our expenditures were originally projected to be \$3,118,000 and we adjusted it to \$3,254,000 and we actually spent \$3,014,000 so when you transferred \$113,000 in from other funds we ended up the year on a strictly cash basis of an increase in cash of \$12,209. I would say that in our budget we have accomplished our goals. Another thing I want to go through are the findings on the last page. I've been working with Terri now for the last six years and she ended up the year with no audit findings.

Mayor Williams asked the Councilors if they had any questions and there were none.

Dan Austin CPA said we sent this audit in around the 20<sup>th</sup> of November and was approved around the 15<sup>th</sup> of January by the State Auditor and it's already posted on the State Auditor website.

Mayor Williams stated the next item on the agenda was - Discussion and Possible Action - approving city of Ruidoso downs FY 2012-2013.

Mayor Williams entertained a motion to approve City of Ruidoso Downs FY 2012-2013 Audit.

Councilor Hood moved to approve City of Ruidoso Downs FY 2012-2013 Audit. Seconded by Councilor Miller.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

Mayor Williams stated the next item on the agenda was - Discussion and Possible Action - Approval of Agenda Briefing Memorandum - Precinct Board Appointments - 2014 Regular Municipal Election.

Carol Virden, City Clerk/Treasurer said I am requesting the following recommendation to appoint Precinct Board, Alternate, Translator, Absent Voter Precinct Board, pursuant to 3-8-19 C and 3-9-9 of the Election Handbook of the State of New Mexico 2013 Edition. The recommendation to appoint a Presiding Judge M. Elone Tipps, Absent Voter Board Presiding Judge M. Elone Tipps, and Election Clerks would be Faye Randolph, Peggy Lu Jane, Absent Voter Board for Election Clerk would be Faye Randolph and Peggy Lu Jane. My Translator is Faye Randolph. The Alternate Election Clerk for both will be Netta Coleman as well as the Alternate Election Clerk. I am also recommending compensation to

the Precinct Board is at \$200 per day as per 1-2-16 of the Election Code as well as \$20 for standby for the Alternate Election Clerk of \$20.

Mayor Williams entertained a motion to approve Precinct Board Appointments - 2014 Regular Municipal Election.

Councilor Miller moved to approve Agenda Briefing Memorandum - Precinct Board Appointments - 2014 Regular Municipal Election. Seconded by Councilor Perry.

Roll call votes: Councilor Holman, Aye; Councilor Hood, Aye; Councilor Miller, Aye; Councilor Perry, Aye. Motion carried.

OTHER BUSINESS

**(Items are for discussion only - no action will be taken)**

Mayor Williams stated the next item on the agenda was - Updated Financial Status Report - Hubbard Museum of the American West and Lincoln County Transit.

Mary Castaneda, Finance Director said Lincoln County Transit had revenues for the month of \$19,740 and out of that \$1,292 was fares. The expenditures were \$7,631 and that leaves them in the negative of \$12,738. The museum had total revenues of \$3,408 expenditures of \$27,743 and the ending balance was \$57,219.

PUBLIC INPUT

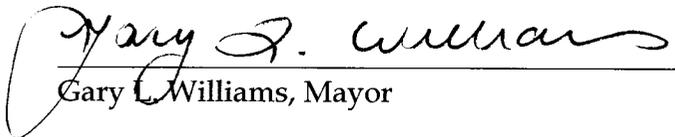
Mayor Williams stated the next item on the agenda was - Public Input.

There was no Public Input.

ADJOURNMENT

There being no further business to attend to Mayor Williams entertained a motion to adjourn.

Councilor Hood moved to adjourn at 4:56 p.m. Seconded by Councilor Miller.

  
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Gary Williams, Mayor

ATTEST:

  
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Carol Virden, City Clerk/Treasurer

