

MINUTES OF THE CITY COUNCIL
OF THE CITY OF RUIDOSO DOWNS
CITY COUNCIL CHAMBERS
BUDGET WORK SESSION MEETING
MAY 16, 2016
5:30 P.M.

The Council of the City of Ruidoso Downs met in Budget Work Session on May 16, 2016. Mayor Williams called the meeting to order at 5:30 p.m. and asked Harrold Mansell, Municipal Judge to lead the Pledge of Allegiance. Mayor Williams asked Carol Virden, City Clerk/Treasurer to take roll call. The following were present:

Councilor Morales
Councilor Romero

Councilor Miller
Councilor Walker

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

Also present:

Mary Castaneda, Finance Director
Christopher Rupp, Police Chief
Steve Dunigan, Planning & Zoning Director
Dale Graham, Public Works Director
Donna Miller, Personnel/Payroll
Dakota Crouch, HMAW Director
Kenny Ellard, Fire Department
Harrold Mansell, Municipal Judge
Virginia Armstrong, Municipal Court Administrator

APPROVAL OF AGENDA

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

Mayor Williams entertained a motion.

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

Roll call votes: Councilor Morales, Aye; Councilor Miller, Aye; Councilor Romero, Aye, Councilor Walker; Aye. Motion carried.

INTRODUCTION OF FISCAL YEAR 2016-2017 BUDGET

Mary Castaneda, Finance Director said I'm going to show you a little bit about the book before we get started. The Table of Contents. Behind Tab 1 is you DFA recap sheet that we will be referring to back and forth. Behind that is the budget printed as represented. The figures on the recap sheet are from the actual Budget bi-level report behind it. Behind Tab #2 are the salaries. This budget is presented to you with no raises and no added positions. It includes the normal step increases that are due those employees. Then you'll see a bunch of different labeled tabs. These are all of the City of Ruidoso Downs department's requests for their budget. Turn to Tab #1 and I'll do a brief synopsis. On the first line where you see handwriting is where those first requests for the budget was put in and then any adjustments or changes during our Budget Committee meetings were entered on the second line, the blank line next to it. You'll see a cross through it and a new figure. If there is not any figure and the line remains blank there were no adjustments. It's just the way it was presented. We'll go through all of the individual departments and we'll discuss all of that but I do want to start with the recap sheet. In the front of your book you have a letter from DFA recommendation on the budget. Behind that is the revenue source where I came up with the property tax and it's done by a formula based on last year's valuation and the valuation rate.

Mary said on the Recap sheet: I think when we first started our Budget Committee meetings with all the requests the General Fund was in the red \$124,000.00. It is now in the black \$12,212.00 and that is the first line on the recap sheet. We have budgeted revenues of \$3,344,307.00. Budgeted transfers of \$3,125.00. Expenditures of \$3,335,220.00. Leaving and estimated ending cash balance of \$12,212.00.

Local Government Corrections: Revenues of \$35,000.00. Expenditures of \$20,600.00. Leaving an estimated ending cash balance of \$14,400.00.

Judicial Education: Revenues of \$5,400.00. Expenditures of \$5,400.00. Leaving an ending cash balance of zero.

Court Automation: Revenues of \$10,950.00. Expenditures of \$10,950.00. Leaving an ending cash balance of zero.

Lincoln County Transit: Revenues of \$209,511.00. Expenditures of \$195,631.00. Leaving an ending cash balance of \$38,880.00.

EMS: Revenues of \$7,939.00. Expenditures of \$7,939.00. Leaving and ending cash balance of zero.

Street Improvement: There aren't Revenues in here. There are budgeted Transfers from the Gas Tax of \$5,466.00. There are \$40,000.00 in Expenditures. I have the beginning cash balance here because it needs to show there is money to cover the Expenditures. These are estimated. Leaving an ending cash balance of \$219,985.00.

Mary said when I present you with the final Preliminary I will have estimated cash balances in all of these lines so all of these cash balances will be listed and that's the way it goes to DFA. You cannot be in the red. That's the way this is set up. I can go down the rest of the list if you want me to. They are all funds we will talk about. Do you have any questions so far?

Mary said if not then with that they are all in the black. The Lodger's Tax is going to be with no cash balance but we ended up moving monies in to cover the museum so it is not in the red. We added a \$50,000.00 transfer in there to make sure we cover the museum's expenses. With the budgeted revenues and expenditures that is going to put it in about \$44,000.00 in the red but, there is like \$228,000.00 cash balance that they will not be in the red. I wanted to show that here because when we had originally met the last time I didn't have that \$50,000.00 transfer in there so there was like a \$2,000.00 in the black at that point. But, when I moved that \$50,000.00 to cover those expenditures it is from revenues to expenditures and is going to show in the red on this side. When I present the Preliminary Budget it will not be in the red because we will have those cash balances.

Mary said by law we have to have 1/12th Local Reserve requirements. If you look on the General Fund starting on the very first line, for the expenditures of \$277,935.00 is that Local Reserve. When you look over here at the end it shows the ending cash balance in the red of \$265,723.00 and again when I put those cash balances in front it will not be in the red because we will have a cash balance to begin with. All of this Recap sheet is with no salary adjustments and no pay raises. I would recommend that we start with Tab #1 Courts and just work down and go in order and work through the book.

Judge Mansell said I just got back from Judicial Training in Albuquerque and they said the Mower vs Russ is still the working guideline for the municipal courts because the AOC don't have anything to do with us. Only with Magistrates and higher. Judge Dody, now Attorney Dody, is the one that wrote it for the Supreme Court. It says in there that we are supposed to make our budget and give it directly to our legislature to approve. I guess you all talked to the executive because we're not supposed to talk to them. I'm asking, and Ms. Castaneda said there will be no raises, and for two

consecutive years I have asked to get Virginia's pay in line with the job that she's doing and other employees that received pay increases last year when we were told that there was no money at the first budget meeting to give raises and then there were two people that got raises and then got retroactive raises. Anyway, that's what I'm asking for is to vote for a raise of \$5.00 for Virginia like I asked for before. It's not our responsibility to find it. If you all vote for it I think it's your responsibility to tell executives and tell them they need to find someplace to find this money.

Councilor Morales said first of all \$5.00 translates to \$10,500.00 a year I believe. We had this discussion last year about the raise that you asked for the year before. You asked for a \$5,000.00 raise last year. Our argument at that point was that Ms. Armstrong was making more as a Municipal Court Clerk than any municipality the same size in the State of New Mexico. We did comparisons from the Municipal League. She said \$10,500.00 is just way too much. That's my opinion.

Virginia Armstrong said I am not a Court Clerk. I am a Court Administrator. I think I did give Jimmy and Judy the new list for Administrator and not Clerk.

Councilor Morales said regardless Virginia, \$10,500.00 is too much.

Virginia said I'm a Court Administrator.

Councilor Morales said okay, you can be Court Administrator but \$5.00 an hour in my opinion is not going to happen. We went through this last year and the year before when I was not on the Council.

Councilor Miller said we were presented with this letter from the Department of Finance & Administration. It says right here in red that we are supposed to do a freeze on all current positions and adopt and apply formal policy that strictly disallows recurring expenditures and cash balances and non-recurring revenues and implement an immediate freeze on all employee's salaries including union, conceptual publications which we don't have. After reading this and after we were in the red we had to search all over to get in the black and did discuss this quite a bit in the workshop. We said if we could at mid-year, there were several requests for raises, not just yours. We decided that until maybe mid-year we couldn't give anyone raises unless they allow us to. Right now they are telling us to put a freeze on new employment and a freeze on salaries.

Virginia said does that also mean a freeze on the part-time Bailiff we asked for? There is a liability in our City because we don't have at least a part-time Bailiff in our court. We did discuss that.

Councilor Miller said it does but I don't think at this time we could hire a Bailiff. If it comes down to it maybe a part-time clerk but I don't think we can afford a full-time person at all.

Virginia said how about a part-time Bailiff/Clerk?

Councilor Miller said we already decided.

Virginia said there is a liability for the City because the Court doesn't have security nor another person.

Councilor Miller said I don't think we can name a Bailiff at this time at all because of the liability.

Virginia said the liability because we do not have a Bailiff?

Councilor Miller said no because we let that position go. We can't add it at this time.

Councilor Morales said one other thing that we talked about at last year's Budget Workshop and we discussed this at great length. The Municipal Court as a general rule do not have Bailiff's. They depend on the Police Departments to either have an officer there or normally they are next door to each other. One of the municipalities I talked to said they do not have a Bailiff that they have a camera. That the Police Department can see the Court. My suggestion last year was that perhaps we could get a camera that we could put in the Municipal Court so the Police Department could monitor. My understanding was that last year the Police Department would act as Bailiff and that was because of the terminated position and that we were court ordered to keep Mr. Terlecky in that position for eight years.

Mayor Williams said just go ahead and make your comments.

Councilor Miller said if you'll look on your second page in Building Maintenance & Repair we came up from \$2,000.00 to \$7,000.00 for security for your door and also camera or some kind of alarm system that you could have in case you needed it.

Virginia said having a camera is not the security the Court needs. We talked about the door and the glass. That's going to help but I don't care how many Police Officers you have it's not going to give us the security we need. Councilor Morales did talk about other courts that don't have Bailiff's. They do have more and better security than our court does.

Councilor Miller said we're giving you \$7,000.00 for security so you'll be safe in there and maybe some kind of alarm system.

Virginia said I like that.

Judge Mansell asked if that \$7,000.00 was for them to design it or were you going to have one of the executive people to design it?

Councilor Miller said we would probably have to get some kind of expertise.

Mayor Williams said it's your budget Judge for you to see how you want to use the \$7,000.00. It's your call.

Councilor Morales said I would assume it's going to be something like what Emma has out here.

Virginia said I think we could do something with \$7,000.00.

Judge Mansell said I do want to say that I think you are doing a great injustice to my Court Administrator by not giving her an appropriate raise with the qualifications she has. I hope it doesn't come to the point where we have to have someone else make the decision.

Virginia said are you giving us \$7,000.00 just for the building maintenance?

Councilor Miller said yes. We went up from the \$2,000.00 you requested to \$7,000.00.

Mayor Williams said if I may Judge, in a small community such as us you can't compete with other communities that may pay higher salaries. We do the best we can with the budget we have in place. Whatever revenues we get we use for operations to provide the citizens the services they need. If we could I would love to give Public Works because they have great employees, the Police Department, yourself, P & Z. We'd love to see their salaries at a higher level but we can't do it unless our revenues give us the opportunity to do that. We can't compete with our neighbor or bigger communities. We do the best we can. That's what we did last year. We gave the employees the raises we could at that time. Right now we're only in the black a few thousand dollars. If it comes down to it later Judge we'll look into it. We're here for the employees as well as the citizens.

Judge Mansell said as a citizens for over 45 years down here I can see where you're coming from but as a Judge for 29 years and all the Court Clerks I've had she is totally underpaid for what she does. I've done everything that most City Managers have done

as a comptroller so I know all the things from oil to streets. There isn't anything in this City that I haven't done. I'm just telling you that it's a great injustice. I know none of you would work for that.

Mayor Williams said it's not only our financial state but also we are ordered to freeze and there is a purpose for that and not to overextend ourselves.

Judge Mansell said okay, you gave us \$7,000.00. What else did you give us that we don't know about?

Councilor Morales said it looks like they took some away to give you the \$7,000.00.

Judge Mansell said where did you take it away from?

Councilor Morales said just little things. Looks like from Travel & Mileage.

Judge Mansell said incidentally we have 83 Municipal Judges and all of their people that come with them next year in July 12-14, in Ruidoso Downs, their families will come along with Court staff. They will be in Ruidoso and we won't have to travel up there. We didn't know that when we were making the budget.

Councilor Miller said I think the rest of it was exactly what we discussed with you.

Councilor Romero asked Mary if there were any changes made than what we talked to them about?

Mary said no.

Virginia asked Mary if the per diem was like for the hotel when they go to conferences and to trainings? And the travel & mileage is to go back and forth?

Mary said yes and that is the actual mileage. It's 200 miles at the IRS rate. The per diem is for your meals and hotel.

Virginia said and we're at \$1,500.00 there?

Mary said all of the figures like Councilor Romero had said when you guys came and met with the committee we had gone down all of these and these are the changes you agreed to. They have not been changed since that meeting. Except we gave you the \$7,000.00.

Judge Mansell said and took it away in other areas.

Mary said you were there for that and you agreed to those changes.

Virginia said I like the \$7,000.00.

Judge Mansell said I didn't know anything about the \$7,000.00.

Virginia said that was a big surprise and I appreciate that because without a Bailiff I can design my security in the courtroom the way I want. We won't be quite as open to the public as we are now.

Councilor Morales said if you will look at your Building Maintenance you had \$500.00 for the current year 2015-2016 and we upped it to \$7,000.00.

Councilor Miller said we went by the cost of what they did in this area. There's was a little bit more but it's larger.

Virginia said let me ask you a question. I did talk to the Automation and I want to build some more stations in there to go with our windows. They did say they would cover a little over \$1,000.00 on workstations. With that extra \$7,000.00 I can put in that extra for my cap out for Automation.

Mary said don't forget that on page 3 you have \$2,000.00 for your furniture and \$1,300.00 for computer equipment.

Virginia said what about the copier? Has that changed any? It's the Contracts and Professional Fees. You all pay that bill. I'm not sure if that's gone up or is that about the right amount?

Mary said you asked for \$4,200.00 and during our meeting with you we moved it back down to \$4,000.00 based on the fact that you spent \$2,603.00 so far this year so the \$4,000.00 is still in there.

Judge Mansell said I thank you very much but the thing I'm really disappointed in is my Court Administrator failed to get the raise. Those letters you received are a matter of interpretation.

Mary said the next department was P & Z.

Steve Dunigan, Planning & Zoning Director said if you look at our requests this year I think it's pretty straight forward. We're not really asking for any changes from last year's budget in fact I think we're saving a few dollars, about \$1,681.00. There was one

on 1064-Code Enforcement where we're going eliminate \$481.00 for Contracts & Professional Fees. We think that was a line that was easy because we haven't used that over the years. The next department 1065-Planning & Zoning is where we are going take \$700.00 out of Building Maintenance. Another area where I felt that Mary's input made sense was on Telephone/Communication was from \$2,000.00 down to \$1,500.00. We're not asking for a vehicle. Obviously there were no raises this year. We're trying to be as frugal as can be. Some things are unknown over the years to come so I want to keep our lines as they were. Even if we didn't spend it all this year you don't know. As an example Contracts & Professional Fees if we need to do surveys for right-of-ways or if we have to demolish something if we were to condemn a structure those tax dollars would have to come from that line. I tried to save a few dollars.

Councilor Morales said on Contracts & Professional Fees are like for services and like that. Is that what you just said?

Steve said yes. If I had to hire a surveyor that's where we would pay them from. If I had to hire a contractor to demolish a building that's where that would come from.

Mayor Williams said there was an example just recently.

Steve said West Drive is an example. We're trying to determine the right-of-ways the only way to do it and to hire a surveyor. We have an estimate of just under \$1,000.00. These are things that come up that aren't planned and we have to have a fund otherwise we would have to take it out of other areas. So, we may not use it all and we try to figure out what would be reasonable

Councilor Romero asked Mary if there were any changes from the meetings?

Mary said no.

Mary said the next department was the Fire Department.

Kenny Ellard said this is what changed correct?

Mary said no. The changes that we made when you met with us are the ones that are in here and the positions you had asked for were not. Those were the changes.

Kenny said we appreciate the \$11,000.00 out of the General Fund. It will save us some money out of the Fire Protection Fund. The necessity for a second personnel paid for the Fire Department is very high. We're getting close to over 300 calls a year. Almost 90% of our medical calls yes. We also offer first response to our citizens when we might have med units that are 20 minutes out because they are covering the entire County. So,

if we don't have EMS response ie: me, 365 days and they wait for that ambulance. They have four calls on in a period and there are quite a few times when all four of those trucks are out so there is a waiting time on EMS. Right now I am running 99% of those calls by myself for medical and fire. When I take a vacation I have to make sure I have coverage out of people that have full-time jobs during the day so that leaves the City somewhat liable for coverage which is a liability for all of us. That's why I was asking for a second position. The second position was at one time and then it was taken away and we have not been able to get it back yet. It's a liability having one person running 99% of the calls. It's hard for the volunteers to get off during the day to run those calls if I'm on vacation. You guys obviously already considered it.

Councilor Miller said I feel like you're so right on this. I do feel like we should have a second person in the Fire Department. We discussed that quite a bit and we feel like maybe we can look at it a little bit later but right now just to get the budget to balance and we talked about a part-time and I think that would help you if you could find a part-time. I feel like you're right for safety reasons and you do need a second person in there. I think we'll look at that as soon as we can. That request is a good one from you and I think you need to leave sometimes and you do have back up from Ruidoso don't you?

Kenny said we have mutual agreements with them but we should take care of our own. We can rely on other agencies to back us up. It think it's been 5 or 6 years since Justin retired as a rough estimate and it's been just me since then.

Councilor Morales said hasn't it been longer than 6 years?

Kenny said I've been here 10 years and I've been by myself for 4 years.

Councilor Millers said with your volunteers.

Kenny said I have good volunteers but these men and women have their own jobs that they are feeding their feeding their families on. It's a great thing they do when they take off from that and lose money from their families to go fight fires for the City but you can't expect of demand from them to cover calls when they have to feed their own families.

Councilor Miller said you do need a second person but we do need to try to get this budget balanced right now with the State telling us no new hires but it does say excluding public health and safety positions. I think you are one of the first ones to look at to get somebody in there.

Councilor Romero said you've done a very good job and that you're very excited about a new hire and there was a lot of discussion about back to it in six months or sooner. We are trying to get the budget balanced right now. Later on and you are very good at what you do and the hours you put in.

Councilor Morales said maybe we could set a time definite of six months which would be the mid-year in December with the understanding that it could be done sooner but to put it as a to-do by December.

Kenny said okay and that's all I have.

Mayor Williams asked Kenny to explain the EMS and Fire Fund.

Kenny said the EMS Fund is given to us by the State of New Mexico EMS Bureau at \$7,939.00. That is to purchase medical supplies ranging from IV fluids to band aids. We recently purchased to get to zero balance two newer refurbished Zoll monitors for my unit and the backup unit for the volunteers to run med calls when I'm not around or on vacation or something and also medical supplies. Last year we didn't zero it out and ended up having to send some money back.

Mary said that was \$1,500.00.

Kenny said the Fire Protection Fund is for all fire equipment except for salaries. It will not pay for hydrant repair or maintenance of the hydrants or any paid personnel costs. For the past four years we have had money left over and have rolled it over. You just send a letter to the State telling them how much and for what reason. I've been rolling over cash for the last three years and we will roll over money again this year for a down payment of a Class A Pumper Truck for fighting structure fires. Our oldest truck right now for structure fires is a 1999. We are getting ready to spend money soon on keeping these trucks up. The loan is for one of the trucks that came prior to me. We want to make a healthy down payment so our payment won't be so bad.

Mary said if you will look at the Fire Protection Fund you will see on the revenue line the past three years it's been some \$70,000.00 and I only have \$54,709.00 because at the beginning of the budget I don't have the exact dollar amount they are going to issue to him. This is a minimum and then when he receives his actual letter saying how much they are going to give him then I go in and adjust those expenditures to match.

Councilor Romero asked if there were any other changes?

Mary said no.

Councilor Romero asked how many volunteer EMT's did we have?

Kenny said EMT's were himself, Alicia Beverage, Cory Myers, and Jeff Nunally who is trying to come back to the department. Mind you all of them have jobs elsewhere. We have one more, Trystan so I have some that I can pick from who live in the district.

Councilor Morales asked if the health insurance went up again this year?

Mary said no.

Councilor Morales said so it did evolve like it did last year.

Mary said next was the Police Department.

Chief Rupp said I think the Budget hearings went relatively well. I understand the importance of budget reduction and I think we did quite well in lowering our budget. I think the biggest item that was up for discussion again was the request for a new patrol unit which I understand due to the circumstances we may not be able to purchase. Again, I just can't reiterate enough of having the right equipment for the right type. Council will have to decide for the budget. Other than that I don't know what you cut or didn't cut since we last talked.

Councilor Romero asked if there were any changes?

Mary said we cut the vehicle.

Councilor Romero asked if that was the only change?

Councilor Miller said that's what took us out of the red.

Mary said that was on page 3.

Mayor Williams asked Chief Rupp if he was pursuing any other ways to purchase a vehicle?

Chief Rupp said there were some other means they were trying to look at and to see what some other agencies have done. Ruidoso just got another vehicle through a grant process that was similar to our DWI funding. It's a federal program. I have to research it more because when it's federal there is a lot more paperwork and more expectations on how to get that funding and how it's going to be used. I don't know if that will actually be a benefit to the City for that program or not. That was just brought to my attention last week. We are looking at anything that is available. Our Law Enforcement

Protection Fund did not go up this year. We're going to be involved in some community events to get that equipment. Some of the big events coming up going on simultaneously were Memorial Day weekend with the ball games, the Arts & Crafts, the racetrack opening, 200 to 300 bikers in town for a party they are having and so we will have a lot of officers out so we're expecting a lot of calls. We're going to do it with what we have so if becomes an issue we'll come back to the Council and advise them if we have any issues that would need to be addressed.

Councilor Morales said we didn't give you a vehicle last year did we?

Chief Rupp said the last time we got a vehicle was 2013.

Mayor Williams asked what was the increase in Equipment Maintenance & Repair?

Chief Rupp said that is because of all the problems we are having right now. This year we might have gone way over on that line item.

Mary said currently they're at \$16,849.00 for this current year budget and it was discussed and decide that they would keep the \$13,000.00 in there to cover any unforeseen expenditures.

Councilor Morales I saw where Albuquerque got all these new 4-wheel drive vehicles because some of the police officers couldn't fit in the other vehicles but assuming you could get grant money for a vehicle what would be the time process on a grant? Is it months?

Chief Rupp said it could be a year to eighteen months. It depends on which grant you're looking at and what the criteria is for that grant. Sometimes you'll have to wait eight or nine months until that grant becomes available. A lot of these grants are competitive now and you have to show more a reason why your area is in need. We don't have a grant writer and some of these other agencies have full-time grant writers. Ruidoso right now is working on one grant where they have three of their officers working on it pretty much full-time. It's for the body cameras they are applying for. I was able to get ours a few years ago using our Law Enforcement Protection Fund and surpass Ruidoso on that.

Councilor Morales said so we get \$24,200.00 for the Law Enforcement Protection Fund?

Chief Rupp said yes.

Councilor Morales said so then we took \$24,200.00 for a cap out. Explain that to me.

Chief Rupp said we put that there as a general starting point. Last year we used the money to upgrade our student programs with that. We can use that money for our training purposes, equipment for the officers, and also now we're getting more and more requirements from the State in order to meet the required training in order to keep the officers certifications and/or including our dispatch. What we are finding is that some of the training is just not available in southern New Mexico. We are working with Ruidoso to try to get more training down here. Some of the continuing or required education classes are just down right expensive. Some of that money can be used for equipment but not furniture.

Mary said it's along the lines of the Fire Protection Fund. I have a revenue amount of \$24,200.00 and then he tells me how he wants to spend it. He wanted to put it all in one line but during the year he can change that to wherever he needs it.

Councilor Morales asked if that could be used for a new vehicle?

Chief Rupp said yes and that's what we were trying to do last but then we came up with too many issues with our radios. We had to use that money this fiscal year to upgrade and get some new handheld radios and car radios. In the past when the City leased the SUV's that money for years was strictly used to pay those loan payments for every year to make those payments.

Councilor Morales said my thought is that people are going to look at those SUV's and say well, you have two or three and I understand that you have those. Those things have high mileage on them. They are extremely necessary for winter time. I'd like for us to see a way to look at it again a mid-year.

Chief Rupp said that was the problem a few years ago when we purchased the vehicles was that those 4-wheel drives were not built for the purpose of what law enforcement is supposed to be handling on a day to day basis. We were breaking down left and right. The vehicles that we did keep were the better of the ones that we had at the time. I have one now where the transmission is about to go out. That's why we kept the three that we did. If you'll notice in the Vehicle Operation costs for the last three years we've dropped down almost \$10,000.00 just because we were able to switch onto these vehicles that were getting better gas mileage and were built to do the job that we needed them to do. Maintenance has been very minimal.

Councilor Morales said my suggestion would be to look at this in six months and see what we can do.

Councilor Miller said I've never seen the schedule for your officers but it seems to me on down time if they left their cars here when they are off for a few days then maybe they could share cars.

Chief Rupp said we have explored that in the past. A prime example would be the wildland fire we had the other night. We had one officer on and the other thing is that I have to call these officers out in the middle of the night to handle these calls. The good thing was that I was able to get in my unit from my residence and turn on the radios to listen to the situation while I was traveling up here and was able to go ahead and make the necessary arrangements to call the people and tell them where to assist. We've talked to Public Works, our mechanic about it and he did not like the idea of hotseating the vehicles as well and would not recommend that. The problem with hot seating a vehicle is you have excessive wear and tear on the vehicles. The other problem is that we are such a small department and each one of our officers are their own detectives. If you have a case of significance you might have an officer out there and then we are going to have to call these other officers in to take care of those calls. It's faster and easier when they have their own car. It can get very complicated.

Mayor Williams said next was Animal Control and there was nothing significant.

Councilor Morales said Vehicle Operations went down \$500.00.

Mayor Williams asked how much was spent on them from the Law Enforcement Fund?

Chief Rupp said there is a set scale based on our population that we get \$20,000.00 and that is \$600.00 per officer.

Mary said if you go to the tab for Finance/ Administration the last two pages, here is the graph for that where it shows the awarded amount. The page behind that was something Councilor Romero wanted about information on the Dodge Chargers. That was from Friday to today and was the best I could do on that. I have annual mileage on there because I'm not sure on the maintenance and didn't have time. It gives you an idea because you had asked about the unit going to and from Tularosa. There is the cost of fuel but that's going to fluctuate with the price of gas.

Councilor Morales said Ruidoso doesn't get a whole lot more than we do.

Chief Rupp said their thing is they exceed the population for the \$20,000.00 and I think that's what hurts them. That's the same thing that happens for our Corrections Fund where the statute has been changed and we can use that money for Law Enforcement now. Ruidoso doesn't qualify for that because of their population.

Councilor Walker asked if the grant writer from Ruidoso was paid as a full-time employee?

Chief Rupp said yes. He no longer works there. He just finished up the last grants and heads up the Homeland Security grant that we put in for the Dispatch. He not only did grants but he worked doing the Emergency Planning.

Councilor Walker said so they don't have one anymore.

Chief Rupp said I don't know if they've gotten anyone since then.

Councilor Walker said the reason I'm asking is because I was wondering if we could pay someone a little extra to help us get a grant.

Chief Rupp said he worked with the Fire Department so I don't know if he was paid through the Fire Department or not.

Councilor Morales said that would be a good idea.

Mayor Williams asked Chief Rupp is they also applied for the Hubbard Foundation grant?

Chief Rupp said right now we are at the final phases and I do need two letters of recommendation which I will be asking Councilor for or the Mayor.

Councilor Morales asked what they were trying to get?

Chief Rupp said we are trying to get solar radar signs that can be programmed for different parts of the City. What is nice and unique about them is that you can put them on pole in the City. They are very economical because they are solar. We can also bring this to the neighborhoods where people are saying they are having problems. If they award this grant we are looking at purchasing four of those and will put them up with the assistance of Public Works. With that we are hoping to bring awareness to the drivers and to citizens who live in those neighborhoods and pedestrians.

Councilor Miller said at the end of the month we will have children going back and forth to the park and it does make people aware of their speed.

Councilor Morales said the sign near Walmart is through that grant that we got. It actually increased the number of kids we got for the Summer Food Program at the park.

Chief Rupp said this year we also worked on our Facebook page and is getting a lot of attention. We've had over 2000 views and that's phenomenal for a community our size. At our training last week they emphasized social media to reach this new generation.

Councilor Miller said I worked at school on Friday and got to watch the demonstration from Officer Bailey and the kids really enjoyed it and I was impressed too.

Mayor Williams called for a 10-minute break.

Judith Gouch-Passmore, Humane Society said I know that we asked for an increase of \$4,000.00. We have been getting \$27,000.00 since 2007 and we really haven't increased it. Everything now has just skyrocketed. The big expense is medical like supplies and shots. It cost us \$1,600.00 a month just for cleaning supplies for the shelter. We have to be proactive because the shelter is really old. The second part of this is that your numbers of animals brought over there has gone down. Part of that is educating the public and your Animal Control has been more proactive with the community. Also for a number of year we have had the spay/neuter program.

Mary said I wanted to let everybody know that I had originally put in the \$32,000.00 that they requested in the first recap sheet where we were in the red and that was an item we cut back to \$27,000.00 and that was per the committee's suggestion.

Councilor Miller said because of our budget being in the red we thought we should do that. I would like to see us up it to \$28,000.00 just so you have enough for the spay/neuter program.

Councilor Morales asked where do we get the \$1,000.00 from?

Councilor Miller said we only give the Boys & Girls Club \$5,000.00 and those are people.

Judith Gouch-Passmore, Humane Society said that may be true but this is an animal community. If you don't have good animal control and a good shelter you're going to have rabies in your community.

Councilor Miller said this letter we have from the State says to discontinue the practice of providing funds to any non-profit organizations that are not tied to a legislative organization. It tells us not to do this. Maybe we could do it a mid-year but we did go ahead and put in \$27,000.00.

Judith Gouch-Passmore, Humane Society said you would be in a hardship if you didn't have us. I don't know what you would do with your animals.

Councilor Morales said I do agree we can look at it at mid-year.

Mary said next is Legislative.

Mary said there were cuts on page 1 and was asked for \$5,000.00 but the committee recommended to reduce it to \$2,000.00. On Postage & Shipping it was recommended to reduce it to \$50.00 and was requested at \$200.00. On page 2 for Uniforms it was requested for \$500.00 and it was recommended to be reduced to \$200.00.

Mayor Williams said the question on Uniforms was because of the new Officials and that they had a dress shirt with their name on it. I would like Council to consider the \$2,000.00 because I would like replace the carpet. It's a first impression when someone walks in here. Those were my two requests.

Councilor Miller asked how much the shirts were?

Mayor Williams said I bought three and they were \$64.00. They were about \$28.00 with monogramming.

Mary said next was the Election Department.

Mary said there would be no expenditures this year.

Mary said next was the Legal Department.

Mary said she left the expenditures were the same for the Contracts & Professional Fees. She said she did put the correct amount for the Financial Audit Services for the Council's approval of the new auditor and she took out the \$35,000.00 for the Special Audit Services that was done this year.

Mary said next was Finance/ Administration.

Mary said Travel & Mileage was reduced to \$1,500.00. Telephone & Communications was bumped up to \$18,500.00. We are already at \$15,000.00 and this was February. The Cap Out-Office Equipment was the City Clerk needs two more fire proof filing cabinets to secure her documents.

Mary said Litter & Beautification I changed from the \$6,500.00 I originally had in there because we received a letter and it's behind this page where they were giving \$13,000.00 this year so I increased the revenue side and also the expenditure side.

Councilor Morales said didn't I read in the newspaper where Ruidoso and Ruidoso Downs got a grant?

Councilor Miller said this is the same one. They got \$19,500.00 and we got \$13,000.00 and that's exactly what we asked for. The State representative said she would like to come down with some other Santa Fe officials and look at our gardens.

Mary said when we go through the other paperwork of the Humane Society there was another sheet and there is another letter from the Ruidoso Library asking for the \$5,000.00 again. Then I have the \$24,000.00 for the E-911 for the Village. Then it was requested that we for the Safety Incentive and Awards the original request was for \$5,000.00 and we were at \$3,500.00 and the committee decided that \$4,000.00 would be reasonable as a recommendation.

Mary said next was Public Works.

Dale Graham, Public Works Director said I've been looking through and I don't think I saw anywhere else that you make any more cuts after we had our meeting.

Councilor Romero asked Mary if there were any other changes?

Mary said no. The difference I did do was I increased your Water 1% on the revenue side. I had it on the Sewer but not the Water.

Dale said we all wish we had more money and could have had all the things we asked for in the beginning. I wish we could have gotten the raise we asked for the one person.

Councilor Miller said we can look at it again at mid-year.

Dale said I don't understand. I think Santa Fe is giving us a shot because our town has never been so busy than it's been for the last couple of years. You go to Walmart and you can't get a basket to go in and shop. How can our gross receipts be down?

Mary said you did get the gross receipts that was handed out for this last month and did you see how much it was. It was \$400,000.00. When you do a conservative budget I'm not going to go in there and put that in there. I want to see. Right now we are where we are supposed to be. Revenue projection is right on the percentage it's supposed to be. With this bump I won't know until I balance April and then I'll be able to see if we're over. For the final budget if those revenues are there it's your decision to tell me and that would open the door for the cuts in some of those departments.

Mayor Williams said on your Operating Costs why did it drop?

Dales said they just don't use those vehicles as much.

Mary said didn't you get a new vehicle last year?

Dale said not for Parks. With only two employees there and one of them can't drive they use one vehicle at a time so we thought \$2,000.00 for them would be plenty for them. That's double what they have used this year.

Mayor Williams said you put Equipment Maintenance & Repair is for your lawn mowers and that type of equipment right?

Dale said yes.

Mayor Williams said you've only used \$480.00?

Dale said yes. The last couple of years we've used our money and bought new weed eaters and riding lawn mowers and we've been able to maintain them so that amount went down if we can keep it that way.

Mayor Williams said we may be able in the future to look at expansion of the skate park.

Councilor Miller said I was wondering about the bathrooms at River Park.

Dale said we don't have the money in here for that and it's something that maybe you'll have to look at Capital Outlay money. You know how many times we've had to repair the bathrooms at All American Park so when we build a bathroom down there if it's not built like the ones in a penitentiary it won't last. Cleatus was looking into that and to build one we're talking about \$65,000.00 to \$70,000.00.

Councilor Miller said there is nothing in here for but we discussed with Mr. Lewis that our Christmas decorations are tearing up the street lights and we talked about maybe having more Christmas decorations in the park where people could walk through the park and enjoy the decorations. I don't see where we put any money in for that.

Dale said one time we got the Hubbard Foundation to give us some money to buy more lights for the monument.

Councilor Miller said yes they did but I would like some for the park.

Dale said we've just been buying it out of our Materials & Supplies and a little bit at a time.

Mayor Williams said on page 2 under Equipment Maintenance & Repair your figure decreased. It's \$11,904.00 and you requested \$12,000.00.

Dale said the reason is that we need to get a bucket truck certified. We had to have almost \$6,000.00 worth of work to our bucket truck to certify it to use it and it's something they had to do to it because you have to be a certified mechanic to work on it.

Mayor Williams asked what about the Cap Out for the fence on Parker?

Dale said that is the chain link fence that Ms. Bradley keeps calling over here about. Back when Mr. Waters was here and they did a big drainage project the McCutchens gave the City like 25 feet of land to be able to put the drainage ditch in and the deal was they would give us the land and we were to put a new fence back up. They had a chain link fence there and nobody has ever put it back. As Councilor Romero can attest to the cows are always out and in his neighborhood. We would like to keep our promise that was made to them ten years ago.

Councilor Miller said she saw Sebrina Lundquist yard the other day and the whole driveway was full of manure.

Councilor Romero said all she said to me was that she just wants her fence back. Apparently back then there was an agreement that they were going to pour a concrete wall to put the posts in. I think it's a 6 foot chain link fence.

Councilor Miller said I definitely agree to get that up as soon as you can. If somebody hits one of those cows at night and gets killed.

Dale said I don't know why no one has ever done it to fulfill our promise for the land that they gave us.

Mayor Williams said we are attempting to acquire the rights of Service Lane. The County had it and we're going through the process of taking it from them and making it a City street. If we were to resurvey the road, especially the east end going down to reevaluate making it a two-lane street, would that be under your budget for Contracts & Professional Services?

Dale said if we have to get it surveyed it would probably come out of Streets.

Mayor Williams said legal is working on that.

Dale said we shouldn't have to get it surveyed because it used to be a two-way street. The DOT are the ones that made it a two-way road and they did it years ago when Highway 70 use to have dividers and when you came up to the top of that hill there was no way to get across Highway 70 so people would turn and drive down the wrong side of the road and turn into turn into where the museum is and then across the street. All these years they took care of it.

Mayor Williams said overall are you looking hopefully in the future to replace some of your equipment?

Dale said yes. The DOT is going to have a sale of their used equipment in July and I have to sign up to go to that sale. It's not the hardship thing because we don't qualify for that because we have Walmart and we have too much money.

Dale said just to let you know and we haven't gotten a reply back yet but we applied for more money from the DOT. We got turned down for getting more MAP funding because we still haven't spent what they gave us last year but on the Local Government Road Fund last year we got \$30,000.00 and this year we asked for \$50,000.00 and they wrote a letter back to us saying they were going to give us \$78,000.00.

Mary said we know where the changes are but I wanted to mention that I got a tentative budget on the Sewer Fund. The Village for June, but it won't be set until they have their meeting and they approve the budget and so I changed those figures I had because I had used what was there from last year.

Dales said it's on the agenda for Wednesday for the Wastewater Treatment Plant for the budget. I don't foresee the operations for the Wastewater changing but they are not going down for sure.

Mary said next was the Museum.

Mary said the only change I made was Dakota was moving the \$50,000.00 from Lodger's Tax in through non-promotional. It went from \$78,000.00 to the \$128,000.00 so it put them into the black. I made the changes to salaries and had explained it was a mathematical error on the hours for the part-time person in the salary and those changes were reflected in there at the time.

Mayor Williams said what I want you to do Dakota is go over this with Mr. Donaldson and see what he thinks about it.

Dakota said I have a meeting scheduled with him for later this week and that's for a specific project I wanted to do next year for the museum's anniversary. As I'm sure everyone is aware our revenues have been down and I've done some research on potential causes of that. I'll be approaching the Council for help in finding a solution for that. The reality of museums is that they cost a lot of money and most don't make a ton of money at the door and they should have a diversified revenue stream. I will approach a meeting in August for a solid plan for the next several years on how to guide the activities to make us stable. I went to the budget meetings asking for two personnel changes even though I knew what the answer would be. The only other things I asked for more money on was that I wanted to round the Gift Shop merchandise budget up to \$20,000.00 from \$17,000.00 and that's one of the ways we make money at the museum. The other thing was Building Maintenance because last year I didn't know that the offsite storage buildings that have some of our collections and that the money comes out of the Building Maintenance budget. We also had to have a valve replaced on our fire suppression system to be compliant and operational so I asked for an increase of \$4,500.00 in that budget.

Mary said it was put in the budget at \$13,500.00. The \$20,000.00 for the Gift Shop was also put in there.

Mayor Williams asked why the transfers from the General Fund stopped?

Mary said it was my understanding that when the Lodger's Tax was maxed out or has given all that it could then the General Fund has to put that transfer in. Those transfers were temporary and the museum was to pay it back because they should be self-sustaining. Water and Sewer are an enterprise fund and have to run like a business. The Museum is in the same category as Transit. They are their own businesses. I understand that they cannot function within their own revenue sources. In the past the General Fund gave the museum a lot of money. The museum did pay the General Fund back. We can put money from the General Fund into the museum and bring you back in the red.

Councilor Miller said it is one of our Lodger's tourist attractions other than the racetrack and we don't have a tourism department. To me the hotels are gathering this money and we get it so to me it's our only tourist attraction. I don't see why we can't put promotional funds in there.

Dakota said I do appreciate our understanding.

Councilor Morales said I thing from the time that we promoted you to acting Director and now Director I see that your heart is in the museum. I don't think we had that before. It is a major attraction for our town.

Councilor Miller said money from another fundraiser would help a lot and an annual membership drive.

Mary said I feel like we have a revenue source although not big that we need to pursue. I did some research and contacted the Village and Capitan and they invest in CD's. We are not earning any money on cash balances that are out there. Capitan being as small as it is made over \$13,000.00 on investments. We are not utilizing that cash revenue that we could be utilizing. I feel like we need to with your permission but even if it was \$10,000.00 it would be revenues we could be earning.

Dakota said on page 1 the first line item of income sources reads as Investment Revenue. I'm glad Mary brought that up because this is something I've been thinking about.

Mary said even when percentages are low it's something.

Councilor Walker asked where were we at on looking at cutting costs with the LED lighting?

Dakota said he hadn't received any new information from Dr. Miller on that. Through conversations because of lighting requirements in our large exhibition gallery there is a lot of distance between the lights. It's going to be difficult for now.

Councilor Walker said it's a PNM program and that he went to their training and did it for a while but by the time it's said and done it's not worth the effort.

Dakota said most of their utilities gets used in temperature control.

Mary said next is Lincoln County Transit.

Mayor Williams said he presented to the County asking for \$4,000.00 and they ended up giving us \$5,000.00. They wanted him to give them a plan on how we were going to provide the service to them by tomorrow. For \$5,000.00 I might be able to go the Alto Store and Biscuit Hill.

Councilor Morales said I guess we just won't go out to the County.

Mayor Williams said I will ask for a request. I just returned from a workshop for transit training. The two things they talked about was training and customer service. The training part is more intense because of the funding for transits and their requirements are more intense to get funding. We have to meet certain requirements for many kinds of handicaps for training. You have to train the drivers right away if you put them on

the street. I ask Council to increase funding for the training to meet those requirements. It's all about documentation.

Councilor Miller asked where they would have to go?

Mayor Williams said they can send people down here for free to train.

Councilor Morales asked if \$1,000.00 would be good?

Mayor Williams said I would at least ask for that and I will give you that information.

Mary said they are in the black so there is money.

Councilor Miller said so it would go from \$450.00 up to \$1,000.00?

Mary said they were in the black \$38,000.00.

Mary said next was Lodger's.

Mary said I believe we changed during the budget committee from the \$9,800.00 to \$1,500.00. There was money in there for a sign but I'll let her talk about that.

Carol Virden said PNM awarded the grant for a new marquee sign. Dr. Miller and myself met with Mr. Underwood and then we talked with Hubert Quintana who then put us in with an employee from DOT out of Santa Fe because there were federal regulations to follow and we have met them all except for the application calling for a \$750.00 fee. The application form distinctly said \$100.00 so I gave Dr. Miller a suggestion that we send \$100.00 and see what comes from it. Since then Dr. Miller met with DOT so I'm waiting to hear back. He said we are going to file a landscape fee. One of the requirements from PNM is that you have to put a lot of information about wildland fires. We'll do that on a monthly basis.

Mary said Dale wanted money for a sprinkler system for the baseball fields so I put that in there. Then we put in the \$25,000.00 transfer to transit.

Mary said that was it.

Mary said I really do want to invest the City's money and make some kind of interest and would be income and is something we don't have now. It could be put in CD's to make some revenue.

Councilor Morales and Councilor Walker said it was a good idea.

Carol said they're not paying very much.

Mary said Capitan made \$13,000.00. Even if it was \$1,000.00 it's money we're not making.

Mayor Williams said make it happen Mary.

Mary said I don't think I can. I think the City Clerk would have to.

Mayor Williams said thank you to the Budget Committee, the Department Heads, Finance and the City Clerk to make us solid.

ADJOURNMENT

There being no further business to attend to Councilor Morales moved to adjourn. Seconded by Councilor Romero. All were in favor and the meeting adjourned at 8:20 p.m.



Gary L. Williams

Gary L. Williams, Mayor

Carol Virden

Carol Virden, City Clerk/Treasurer