

A G E N D A
City of Aztec
CITY COMMISSION MEETING
July 26, 2016
201 W. Chaco, City Hall
6:00 p.m.

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. AGENDA APPROVAL

VI. CITIZEN RECOGNITION

VII. EMPLOYEE RECOGNITION

VIII. CONSENT AGENDA

- A. Commission Meeting Minutes, July 12, 2016
- B. Travel Requests
- C. Lodger's Tax Advisory Board Appointments
- D. Library Advisory Board Member Appointment
- E. Resolution 2016-1008 Surplus
- F. Airport Advisory Board Member Appointments
- G. Northwest New Mexico Council of Governments Membership Agreement and Board of Directors Appointment
- H. City of Aztec / Western Area Power Network Operating Agreement
- I. Economic Development Advisory Board Appointment

Items placed on the Consent Agenda will be voted on with one motion. If any item proposed does not meet the approval of all Commissioners, a Commissioner may request that the item be heard under "Items from Consent Agenda"

IX. ITEMS FROM CONSENT AGENDA

X. CITIZENS INPUT (3 Minutes Maximum)

(Citizens who wish to speak will sign up prior to the meeting – this section is for items not otherwise listed on the agenda)

XI. BUSINESS ITEMS

- A. Resolution 2016-1009 FY16 Year End Budget Adjustments
- B. Resolution 2016-1010 Approval of FY16 4th Quarter Financial Report
- C. Resolution 2016-1011 FY17 Annual Budget Resolution
- D. Resolution 2016-1012 Sunday Sales of Alcoholic Beverages at Public Celebrations

XII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

XIII. DEPARTMENT REPORTS

(When this item is announced, all Department Heads who wish to give a report will move to the podium)

XIV. CLOSED SESSION

Closed Session Pursuant to State Law, Section 10-15-1 (H-2) Limited Personnel Matters, City Manager Evaluation

XIV. ADJOURNMENT

1
2 CITY OF AZTEC
3 COMMISSION MEETING MINUTES
4 July 12, 2016

5 **I. CALL TO ORDER**

6 Mayor Burbridge called the Meeting to order at 6:00 pm at the Aztec City
7 Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

8
9 **II. INVOCATION**

10
11 The Invocation was lead by Chief Mike Heal

12
13 **III. PLEDGE OF ALLEGIANCE**

14
15 The Pledge of Allegiance was led by General Services Director Steve Muller

16
17 **IV. ROLL CALL**

18
19 Members Present: Mayor Sally Burbridge; Commissioner Katee McClure;
20 Commissioner Austin Randall; Mayor Pro-Tem Sherri
21 Sipe; Commissioner Sheri Rogers

22
23 Members Absent: None

24
25 Others Present: City Manager Joshua Ray; City Clerk Karla Saylor;
26 Project Manager Ed Kotyk (see attendance sheet)

27
28 **V. AGENDA APPROVAL**

29
30 MOVED by Commissioner McClure, SECONDED by Mayor Pro-Tem Sipe to
31 Approve the Agenda as Presented

32
33 **VI. CITIZEN RECOGNITION**

34
35 None

36
37 **VII. EMPLOYEE RECOGNITION**

38
39 Josh mentioned that Chief Mike Heal and Mayor Pro-Tem Sipe have birthdays
40 this month. He also mentioned that Mayor Pro-Tem Sipe has a wedding anniversary this
41 month.

42
43
44 **VIII. CONSENT AGENDA**
45

1 MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Rogers to
2 Approve the Consent Agenda with the Exception of Item F Resolution 2016-1006 Write
3 Off of Uncollected Utility Accounts

- 4
5 A. Commission Special Meeting Minutes, June 20, 2016
6 B. Commission Workshop Meeting Minutes, June 21, 2016
7 C. Commission Meeting Minutes June 28, 2016
8 D. Travel Requests
9 E. Resolution 2016-1005 Define Scope and Financial Support of NMDOT Local
10 Government Road Fund Cooperative Funding for 2016/2017, Project No. SP-
11 5-17(187)
12 F. PULLED
13 G. Northwest New Mexico Seniors Inc. (NNMSI) Agreement
14 H. Finance Department Record Destruction
15 I. Resolution 2016-1007 Surplus
16 J. Memorandum of Understanding(MOU) between City of Aztec-Public Library
17 and City of Bloomfield-Public Library Renewal Agreement

18
19 **IX. ITEMS FROM CONSENT AGENDA**

20
21 F. Resolution 2016-1006 Write Off of Uncollected Utility Accounts

22
23 Commissioner Randall asked what happens to these accounts once we write
24 them off. Kathy Lamb, Finance Director mentioned that they stay within the database
25 and if they come back to open another account they are flagged that the customer had
26 an account prior written off and they are responsible to pay that before they get new
27 service.

28
29 MOVED by Commissioner Randall, SECONDED by Commissioner McClure to
30 Approve Resolution 2016-1006 Uncollectable Utility Accounts

31
32 All Voted Aye; Motion Passed Five-Zero

33
34
35 **X. CITIZENS INPUT**

36
37 NONE

38
39 **XI. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS**

40
41 Josh Ray mentioned that he would not be present at the next commission
42 meeting on July 26, 2016.

43

1 Commissioner Rogers mentioned that she attended the Airport advisory board
2 meeting.

3
4 Commissioner Randall will be attending the Lodger's Tax Advisory Board
5 meeting on Monday.

6
7 Commissioner McClure mentioned that she attended a Volunteer Fire Fighter
8 meeting. She mentioned that ECHO board has a candidate for a replacement Director
9 and mentioned that the 11th annual Blues Festival will be Saturday at Riverside Park.

10
11 **XII. DEPARTMENT REPORTS**

12
13 Cindy Iacovetto thanked Commission and the City for allowing her to be
14 employed as the Senior Director for 6 years.

15
16 Chief Heal mentioned National Night Out will be July 19th at Minum Park.

17
18 **XIII. ADJOURMENT**

19
20 Moved by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to adjourn the
21 meeting at 6:17 p.m.

22
23
24
25
26
27
28
29
30 _____
Mayor, Sally Burbridge

31 ATTEST:

32
33 _____
34 Karla Saylor, City Clerk

35
36 MINUTES PREPARED BY:

37
38 _____
39 Karla Saylor, City Clerk

Staff Summary Report

MEETING DATE:	July 26, 2016
AGENDA ITEM:	VIII. CONSENT AGENDA (B)
AGENDA TITLE:	Travel Requests

ACTION REQUESTED BY:	MVD and Visitor Center
ACTION REQUESTED:	Approval of Employee/Public Official Travel Requests
SUMMARY BY:	Kathy Lamb

PROJECT DESCRIPTION / FACTS (Leading Department)

- Resolution 2003-603 identifies the requirement for employee/public official travel requests to be pre-approved by the commission. All travel requests will be submitted to the commission for approval prior to the travel occurring except in unusual circumstances when the City Manager may approve as provided in resolution 2003-603.
- The attached log is sorted by dates of travel and then by department.
- The Visitor Center is requesting approval of attendance at the Vancouver Travel Show in March 2017. This travel request is unique due to its location is out of country and is the City's first step to market the Aztec outside of regional travel/tourism shows and conferences. The City's attendance would be with other members of The Grand Circle, sharing costs for registration and booth space.
 - Canadians are a vital tourism market because they are very keen on warm-weather travel destinations like Aztec, especially if you focus on when most snow-weary Canucks are looking to go on vacation, which is about February-May, the key tourist season for Aztec, when weather is its most splendid.
 - Vancouver (the city's residents) is important in that it offers two very strong demographics:
 - A very strong concentration of higher-than-average residential income;
 - A very strong concentration of resident LGBT travelers, which are a super strong and highly attractive travel demographic because of their generous spending habits.
 - A strong and swiftly growing number of Asian transplants. And the Pacific Rim (especially China) is becoming the top demographic in terms of the fastest growing travel market segment.
 - Because the Vancouver Travel Show is key to Canadian travel businesses, you have the ability to target a major, decision-making market in one locale. Every travel business in Canada wants to attend if not for Vancouver's beauty and buzz, then because the event has become if not THE top Travel Show in Canada, then certainly one of the top three.

- The Lodgers Tax Advisory Board (LTAB), during its July 18, 2016 meeting, approved use of lodgers tax funds for the registration and booth space rental (advertising and marketing). If travel is approved, staff and LTAB will determine a method for Identifying or tracking benefit received from attendance at this travel show.
- If travel/training is to be reimbursed or some of the costs will be paid by another entity, those notes have been included on the log.

FISCAL INPUT (Finance Department)
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- All departments requesting travel have sufficient funds budgeted within their travel/training budgets

SUPPORT DOCUMENTS: Travel Log July 26, 2016

DEPARTMENT'S RECOMMENDED MOTION: Approve Employee/Public Official Travel Requests

**EMPLOYEE/PUBLIC OFFICIAL TRAVEL REQUESTS FOR COMMISSION APPROVAL
MEETING DATE: JULY 26, 2016**

Dates of Travel	Department	Purpose of Travel/Location	Over-night	Out of State	Est Costs	Explanation of Cost	FY17 Budget Available
08/16-18/16	MVD	Tapestry Training Albuquerque, NM.	Yes	No	96.00 201.70 60.00	Meal & Gratuity Allowance Lodging Estimated Cost for Fuel (All ladies traveling together)	Yes
08/16-18/16	MVD	Tapestry Training Albuquerque, NM.	Yes	No	96.00 201.70	Meal & Gratuity Allowance Lodging	Yes
08/16-18/16	MVD	Tapestry Training Albuquerque, NM.	Yes	No	96.00 201.70	Meal & Gratuity Allowance Lodging	Yes
08/16-18/16	MVD	Tapestry Training Albuquerque, NM.	Yes	No	96.00 201.70	Meal & Gratuity Allowance Lodging	Yes
3/11 - 3/14/17	Visitor Center	Outdoor Adventure Show Vancouver, Canada	Yes	Yes	162.00 500.00 800.00 444.00	Meal & Gratuity Allowance Registration/Booth (LTAB) Transportation Lodging	Yes

Staff Summary Report

MEETING DATE: July 26, 2016
AGENDA ITEM: VIII. CONSENT AGENDA (C)
AGENDA TITLE: Lodger's Tax Advisory Board Member Appointment

ACTION REQUESTED BY: Lodger's Tax Advisory Board (LTAB)
ACTION REQUESTED: Approve Lodger's Tax Advisory Board Member Appointment
SUMMARY BY: Sherlynn Morgan

PROJECT DESCRIPTION / FACTS

- LTAB has been down one member since August of 2012
 - The vacant positions were advertised on Facebook, City Website, and letters were sent out to 53 businesses trying to generate interest, board members have been talking to business owners as well
 - Larry Turk recently turned in his resignation from the board as well
 - Currently only Jimmy Miller, President of the Aztec Museum Association and Marla Hathcock, owner of Sweet Moments Boutique have shown any interest
 - With the appointment of these two members LTAB would finally have a full board for the first time since 2012
 - The current board members voted unanimously to recommend approval of appointment of Jimmy Miller and Marla Hathcock at the LTAB meeting on July 18, 2016
-
- **DIVISION 2. ADVISORY BOARDS AND COMMITTEES**
Sec. 2-354. Membership.
 - 2. Unless otherwise specified, the terms of office for members of each committee shall be four (4) years after the initial terms have been served.
 - 3. All members shall have residency within the Aztec Municipal School District, unless otherwise specified.
 - **Sec. 2-354. Membership.**
 - 5. A City Commissioner, City Manager, City Clerk, or their authorized delegate or representative shall participate as a member on each committee in an advisory position, but shall have no voting privileges.

SUPPORT DOCUMENTS: Letters of Interest from Jimmy Miller and Marla Hathcock

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve the Appointment of Lodger's Tax Advisory Board Members

Attn: Sherlynn Morgan
City of Aztec
201 W. Chaco St
Aztec, NM 87410

July 4, 2016

Dear Sherlynn,
My name is Marla Diane Hathcock, and we just recently opened Sweet Moments Boutique here in Aztec.

I received a letter mentioning an opening for the Lodger's Tax Advisory Board and I am interested in becoming a board member.

My cell phone number is 505-215-1561. My home address is 703 N. Pioneer Ave. here in Aztec.

If the position is still available please contact me.
Thank you for this opportunity to serve my community.

Sincerely yours,

Marla Diane Hathcock

AZTEC MUSEUM

125 N. MAIN AVE. - AZTEC, NM 87410



PIONEER VILLAGE

505-334-9829 • WWW.AZTECMUSEUM.ORG

Aztec, NM

June 20, 2016

City of Aztec, Attn: Sherlynn Morgan

201 West Chaco Ave.

Farmington, NM 87410

Dear Ms. Morgan,

In response to your invitation to be considered for service on the Lodgers' Tax Advisory Board, I am hereby submitting my name for consideration for membership. My wife and I have lived in San Juan County since 1970, the last seventeen years in Aztec. I am a Professor of History and Political Science (emeritus) at San Juan College.

I have served on the Aztec Museum Association board since 2009, the last three years as president. Aztec Museum and Pioneer Village plays an important role in tourism in this community.

Monday afternoons at 2:00 pm would be an acceptable time for me to meet. My wife and I are normally out of town the months of January, February and the first half of March, but I am sure I could get a Museum Board member to attend in my stead, those meetings that I would be unable to attend during that period.

Please contact me if you need further information.

Sincerely,

Jimmy H. Miller, Ph. D.

President, Aztec Museum Association

miller_j@sanjuancollege.edu

(505) 334-9325 (home)

(505) 215-0138 (cell)

(505) 334-9829 (Aztec Museum)

Staff Summary Report

MEETING DATE: July 26, 2016
AGENDA ITEM: VIII. CONSENT AGENDA (D)
AGENDA TITLE: Library Advisory Board Member Approval

ACTION REQUESTED BY: Kate Skinner, Library Director
ACTION REQUESTED: Approval of Library Advisory Board member
SUMMARY BY: Kate Skinner

PROJECT DESCRIPTION / FACTS (Library)

- Library Advisory Board Member at Large position became vacant in March 2016 when Charles Coombs resigned.
- The Library Advisory Board would like to recommend that the Commission approve Melinda Martinez to fill this position. The four year term runs from 1-2016 to 12-2019
- A letter of Interest from Melinda Martinez is attached

SUPPORT DOCUMENTS: Letter of Interest from Melinda Martinez

DEPARTMENT'S RECOMMENDED MOTION: Approve appointment of Melinda Martinez to Aztec Library Advisory Board.

1. **City of Aztec**
Attn: City Clerk
[201 W Chaco](#)
[Aztec, NM 87410](#)

ksayler@aztecnm.gov

Hello!

This email is in regards to the vacant member seat on the Library Advisory Board. My name is Melinda Martinez and I would like to express my eligibility and interest in the position.

I currently reside within the Aztec School District and my schedule allows me to attend the meetings. I am a regular patron of the library, along with my young daughter. Recently after Storytime, I was asked by one of the librarians to consider serving on the Library Advisory Board. The Aztec Public Library has served my family well, and is such an important part of our community. I believe this could be an excellent opportunity for me to support and contribute to the library.

If the seat is still available, I would appreciate receiving more information on the position, and possibly a chance to attend a meeting. I'd also like to discuss duties and term length.

Thank you for your consideration!

Sincerely,
Melinda Martinez

Staff Summary Report

MEETING DATE:	July 26, 2016
AGENDA ITEM:	VIII. CONSENT AGENDA (E)
AGENDA TITLE:	Resolution 2016-1008 Surplus

ACTION REQUESTED BY:	Animal Care & Control, Library
ACTION REQUESTED:	Approval
SUMMARY BY:	Kathy Lamb

PROJECT DESCRIPTION / FACTS

- Animal Care & Control has identified items no longer necessary to daily operations. Approved surplus items will be listed on the Public Surplus website.
- The Library, during the normal course of operations, reviews circulation of all materials. Materials which are not circulating or are out of date are pulled from the shelves and become surplus material. These items would have been purchased with city or state library funds or donated to the library. Materials pulled include a large collection of adult and youth books, several DVDs and music CDs.
- Approved library surplus items will be disposed of in a variety of ways to best serve the library and the community. Materials which may have use to Good Sam's, local pre-schools, and/or veteran's programs will be donated. Materials which may have public interest will be packaged and available for sale at the library. Other materials may be packaged and sent to book outlets at no cost to the city. The Public Surplus website has not resulted in interest library materials, although it will continue to be utilized as well.
- If the items are not sold they will be donated or disposed of according to NM Statute Section 3-54-2 and Procurement Statute 13-6-1. Disposition of obsolete, worn-out or unusable tangible personal property.

FISCAL INPUT / FINANCE DEPARTMENT (if applicable)

- Revenues from auction to be applied to General Fund / Joint Utility Fund

SUPPORT DOCUMENTS:	Resolution 2016-1008 Surplus List
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DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2016-1008 Declaring Certain Municipal Property Not Essential For Municipal Purpose and Directing It Be Sold or Disposed.

SURPLUS RESOLUTION 2016-1008

July 26, 2016

SURPLUS LIST BY DEPARTMENT

LIBRARY

Junior Nonfiction

More Bones Olson, Arielle North

Adult Nonfiction

2012 Catalog of firearms

High Voltage Tattoo Von D, Kat

Adult Fiction

The looking glass	Evans, Richard Paul
Timepiece	Evans, Richard Paul
The locket	Evans, Richard Paul
The Christmas list	Evans, Richard Paul
	1632 Flint, Eric
Roy & Lillie	Estleman, Loren D.
Sweet women lie	Estleman, Loren D.
Sinister heights	Estleman, Loren D.
Retro	Estleman, Loren D.
Nicotine kiss	Estleman, Loren D.
The midnight man	Estleman, Loren D.
Kilt dead	Dunnett, Kaitlyn
Scotched	Dunnett, Kaitlyn
Less than zero	Ellis, Bret Easton
Banker	Francis, Dick
	1635 Flint, Eric
	1636 Flint, Eric
High bloods	Farris, John
Fiends	Farris, John
Phantom nights	Farris, John
Good intentions	Fielding, Joy
Don't cry now	Fielding, Joy
Beyond Blonde	Flynn, Kathleen
Hell gate	Fairstein, Linda
The deadhouse	Fairstein, Linda
The bone vault	Fairstein, Linda

SURPLUS RESOLUTION 2016-1008

July 26, 2016

SURPLUS LIST BY DEPARTMENT

Bad blood	Fairstein, Linda
Death Dance	Fairstein, Linda
Still life	Fielding, Joy
the kills	Fairstein, Linda
Lethal legacy	Fairstein, Linda
Comeback	Francis, Dick
Zero to the bone	Evers, Robert
Blood oath	Farnsworth, Christopher
Killer Heat	Fairstein, Linda
Immobility	Evenson, Brain
The president's vampire	Farnsworth, Christopher
Red, white and blood	Farnsworth, Christopher
Mistaken identity	Fanning, Diane
Cat in a topaz tango	Douglas, Carole Nelson
Cat in a sapphire slipper	Douglas, Carole Nelson
Cat in a Vegas gold venue	Douglas, Carole Nelson
Cat in a white tie and tails	Douglas, Carole Nelson
Cat in a hot pink pursuit	Douglas, Carole Nelson
Cat in a quicksilver caper	Douglas, Carole Nelson
Cat in an ultramarine scheme	Douglas, Carole Nelson
Met's confession	Donovan, Sierra
A door county Christmas	
Cat on a blue Monday	Douglas, Carole Nelson
Queen of swords	Donati, Sara
The endless forest	Donati, Sara
The original illustrated Sherlock Holmes	Doyle, Arthu Conan
Ride a painted pony	Eagle, Kathleen
Sacred hearts	Dunant, Sarah
The mysterious flame of Queen Loana	Eco, Umberto
An inconvenient woman	Dunne, Dominick
Wrongful death	Dugoni, Robert
Hotel on the corner of bitter and sweet	Ford, Jamie
Bagpipes, brides, and homicides	Dunnett, Kaitlyn
The adventures of Johnny Vermillion	Estleman, Loren D.
Night ride home	Esstman, Barbara
Gabriel's story	Durham, David Anthony
The book of Murdock	Estleman, Loren D.
American detective	Estleman, Loren D.
Nefertiti	Drake, Nick
The knight of Maison Rouge	Dumas, Alexandre
What if God were the sun?	Edwards, John

SURPLUS RESOLUTION 2016-1008

July 26, 2016

SURPLUS LIST BY DEPARTMENT

Little black dress	Estleman, Loren D.
By starlight	Garlock, Dorothy
Moriarty	Gardner, John
The lost minyan	Gitlitz
Joshua	Girzone, Joseph
Leaving Whisky behind	Garlock, Dorothy
Trigger point	Glass, Matthew
Joshua's family	Girzone, Joseph
A handbook to luck	Garcia, Christina
The jump off creek	Gloss, Molly
Joshua in the Holy Land	Girzone, Joseph
God's spy	Gomez-Jurado, Juan
Intuition	Goodman, Allegra
Lucy	Gonzales, Laurence
Bad moon rising	Gorman, Ed
Ascension	Golden, Christie
Allies	Golden, Christie
Young wives club	Goldsmith, Olivia
Mr. Monk on patrol	Goldberg, Lee
Mr Monk gets cleaned out	Goldberg, Lee
Mr Monk goes to Germany	Goldberg, Lee

SURPLUS RESOLUTION 2016-1008

July 26, 2016

SURPLUS LIST BY DEPARTMENT

Department	Item/Model	Condition	Reason for Surplus	Location
Animal Care	 <p data-bbox="396 674 652 808">Electrolux Front Load Washer Model #EIFLS55IIWO S/N 4C12900414</p>	Poor	Not Functioning – Repair costs exceed value of machine	Animal Care

CITY OF AZTEC RESOLUTION 2016-1008

A RESOLUTION DECLARING CERTAIN MUNICIPAL PROPERTY NOT ESSENTIAL FOR MUNICIPAL PURPOSE AND DIRECTING IT BE SOLD, OR IF THE PROPERTY HAS NO VALUE, DONATE THE PROPERTY TO ANY ORGANIZATION DESCRIBED IN SECTION 501(c)3 OF THE INTERNAL REVENUE CODE OF 1986 OR DISPOSED.

WHEREAS, Sections 3-54-2 and 13-6-1 of NMSA, 1978 Compilation authorizes municipalities to sell personal property which is not essential for a municipal purpose or if the property has no value, donate the property to any organization described in Section 501(c)3 of the Internal Revenue Code of 1986; and

WHEREAS, the City of Aztec owns certain personal property which is obsolete and/or surplus and no longer needed or useful to the City; and

WHEREAS, the Governing Body wishes to declare this property not essential for a municipal purpose so that it can be sold or donated according to statute.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY of the City of Aztec, New Mexico that the personal property below described which is owned by the City is surplus and not essential for a municipal purpose.

PASSED, APPROVED AND SIGNED this 26h day of July, 2016.

MAYOR SALLY BURBRIDGE

ATTEST:

CITY CLERK KARLA SAYLER

Staff Summary Report

MEETING DATE:	26 July 2016
AGENDA ITEM:	VIII. CONSENT AGENDA (F)
AGENDA TITLE:	Airport Advisory Board Appointments

ACTION REQUESTED BY:	Joshua W. Ray
ACTION REQUESTED:	Approval of Advisory Board
SUMMARY BY:	Joshua W. Ray

PROJECT DESCRIPTION / FACTS

The City of Aztec Municipal Airport (AMA) is a recognized airport by the Federal Aviation Administration. With this recognition, AMA is required to have a functional Airport Advisory Board. The Airport Advisory Board is an advisory board for the City of Aztec City Commission that provides recommendations for AMA to the City Commission.

City Code for Advisory Boards is as follows:

DIVISION 2. ADVISORY BOARDS AND COMMITTEES

Sec. 2-354. Membership.

2. Unless otherwise specified, the terms of office for members of each committee shall be four (4) years after the initial terms have been served.
3. All members shall have residency within the Aztec Municipal School District, unless otherwise specified.
5. A City Commissioner, City Manager, City Clerk, or their authorized delegate or representative shall participate as a member on each committee in an advisory position, but shall have no voting privileges.

DIVISION 9. AIRPORT ADVISORY BOARD

Sec. 2-491. Membership.

The Airport Advisory Board shall be composed of seven (7) members. The majority of the board members shall be citizens of the city.

Sec. 2-492. Duties. The airport advisory board shall be responsible to the City Commission and shall act in an advisory capacity to the City Commission to encourage and insure the safe, proper and orderly use and development of the airport.

At our last Commission meeting, the Mayor had a question on whether or not a City staff member or City Commissioner could serve as the chairman or vice chairman of this Advisory Board. Per City code, as stated above, either of these positions can be held by a City staff

member or by the City Commission representative. However, the City staff member and the City Commission representative shall have no voting privileges (as stated above).

The Airport Advisory Board met on 11 July 2016 to discuss items related to AMA.

With those items in mind, the Airport Advisory Board recommends to City Commission to approve the attached Airport Advisory Board to include 7 members and to include Joshua Ray as the Chairman and Dale Rhodes as the Vice Chairman. Each of these members will serve a two year term. At which time, the Board will allow opportunities for other AMA pilots to participate on the advisory board.

SUPPORT DOCUMENTS: Airport Advisory Board

DEPARTMENT'S RECOMMENDED MOTION: Motion to approve the Airport Advisory Board as presented.



AIRPORT ADVISORY BOARD

(Revised July, 2016)



**Meetings Held 1st Monday of the 1st Month of Each Quarter at 4:30 pm
Aztec Commission Room, 201 W. Chaco**

Chair City Representative (July 2018) (2 year term)	Joshua W. Ray 612 French Aztec, NM 87410 505.634.8319 jray@aztecnm.gov
Vice Chair (July 2018) (2 year term)	Dale Rhodes 206 Mesa Dr. Aztec, NM 87410 505.215.5923 o.dalerhodes@yahoo.com
Member (July 2018) (2 year term)	Doug Beery 16858 Hwy 550 Aztec, NM 87410 505.320.1034 doug@beeryscompression.com
Member (July 2018) (2 year term)	Kevin Neville 15B Rd. 3029 Aztec NM 87410 330-6349 kpnaztec@msn.com
Member (July 2018) (2 year term)	Jason Walkinshaw 8 Rd. 2723 Aztec, NM 87410 505.486.4266 jaycocustoms@hotmail.com
Member (July 2018) (2 year term)	Andrew Glinn 2 Rd. 2951 Aztec, NM 87410 308.289.5220 Dglinn27@yahoo.com
Commission Representative (July 2018) (2 year term)	Sheri Rogers 3521 Rhodes Dr Aztec, NM 87410 505-334-3890 srogers@aztecnm.gov

Staff Summary Report

MEETING DATE: July 26, 2016

AGENDA ITEM: VIII. CONSENT AGENDA (G)

AGENDA TITLE: Northwest New Mexico Council of Governments Membership Agreement and Board of Directors Appointment

ACTION REQUESTED BY: Joshua Ray

ACTION REQUESTED: Approval of Membership Agreement with recommended changes

SUMMARY BY: Sherlynn Morgan

PROJECT DESCRIPTION / FACTS

MEMBERSHIP AGREEMENT

- Northwest New Mexico Council of Governments (NWNM COG) has prepared a Membership Agreement for Fiscal Year 2017
- All provisions of the agreement remain as in previous years with the exception of \$5,000 annual dues instead of the \$3,000 annual dues that the City has paid for the past 3 years
- The FY17 budget includes \$3,000 that was budgeted for NWNM COG annual dues
- The amount in the agreement has been changed to \$3,000 to reflect the amount in budget

BOARD OF DIRECTORS APPOINTMENT

- During the March 8, 2016 Commission meeting City Manager, Joshua Ray was appointed as the City's representative on the NWNM COG Board and Commissioner, Austin Randall was appointed as the alternate
- As per NWNM COG Board policies, the City must formally identify its official representative to the Board of Directors. This document will be completed by the City Clerk as Commission has completed formal action for representation

FISCAL INPUT / FINANCE DEPARTMENT

- The FY17 Preliminary Annual Budget, approved May 31, 2016, includes funding specific to this commitment.

SUPPORT DOCUMENTS: NWNM COG Membership Agreement

DEPARTMENT'S RECOMMENDED MOTION: Move To Approve The Agreement With Northwest New Mexico Council Of Governments With The Changes Made.

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

MEMBERSHIP AGREEMENT

with

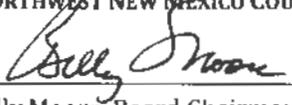
CITY OF AZTEC

Fiscal Year 2017

This Agreement is entered into by and between Northwest New Mexico Council of Governments (hereinafter "COG") and City of Aztec (hereinafter "MEMBER"), pursuant to the following conditions and terms:

1. COG agrees to provide for the following:
 - a. Performance of professional work in service to the MEMBER, including specific assignments as requested and mutually concurred by the MEMBER and COG throughout the course of this Agreement, drawn from the COG's Menu of Services (attached hereto); such service to include assignment of professional staff to direct Member Services, in alignment with the Member Dues & Services policy adopted by the COG Board of Directors (attached hereto).
 - b. Continued leadership and performance in local and regional development activities, as supported by local, state, federal and philanthropic grants and contracts.
 - c. Competent management and stewardship of the COG's resources and responsibilities, on behalf of its Members.
2. MEMBER agrees to provide for the following:
 - a. To remain a voting member on the COG's Board of Directors, to consist of one (1) representative to the Board and one (1) alternate, and to participate in the COG's governance, policy development and administrative oversight.
 - b. To pay annual dues into the treasury of the COG in the amount of ~~\$5,000~~^{\$12,000.00} per annum, such payment to be rendered in quarterly increments for the annual period July 1, 2016 through June 30, 2017.
3. It is mutually understood and agreed that:
 - a. A portion of the Membership dues shall be committed to the support of the COG organization as a whole and to its general operating and overhead expenses, including matching funds as required for certain state and federal grants;
 - b. A portion of the dues shall be available for direct communications with and services to the MEMBER, including specific assignments as requested and mutually concurred by the MEMBER and the COG; and
 - c. For significant tasks and assignments requiring staffing above and beyond the levels specified herein, the COG may negotiate for and/or assist in securing additional funds to supplement this agreement.

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

 Date: 6-13-16
Billy Moore, Board Chairman

CITY OF AZTEC

Sally Burbridge, Mayor

ATTEST: _____
Jeff Kiely, Executive Director

ATTEST: _____
Karla Sayler, City Clerk

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Board of Directors Appointment Form/FY 2017

Member Government: City of Aztec **Date:** _____

1. The governing body of The City of Aztec (hereinafter Member) has designated

_____ as its official Representative to the Board of Directors of the Northwest New Mexico Council of Governments (NWNMCOG), the organization established by State Statute as New Mexico Planning & Development District I and by the US Department of Commerce as Economic Development District 1.

2. It is understood that the responsibilities of Board representatives include, but are not necessarily limited to:

- Attendance at four (4) quarterly meetings of the Board of Directors as scheduled and, as needed and feasible, such special meetings as may be called by the Board Chair. Generally, regular meetings are held within the NWNMCOG planning district, rotated county-to-county among Cibola, McKinley and San Juan Counties [one (1) of which is the annual meeting];

[NOTE: Per the NWNMCOG Articles of Agreement: "Should the representative and/or alternate miss three (3) consecutive meetings, the governing body of the respective member shall be asked to appoint another representative to the Board."]

- Voting on Board motions and resolutions;
- Serving on and meeting with such committees or task forces as appointed by the Chairman of the Board and/or as volunteered;
- Serving as Board officer as nominated and elected;
- Representing issues, needs and perspectives of the Member within the Council of Governments forum as applicable and appropriate;
- Staying up-to-date on NWNMCOG issues, primarily (a) as represented in the packet of informational materials prepared by staff for each Board agenda and (b) with respect to direct services performed for the Member;
- Communicating with and reporting to the governing body of the Member regarding NWNMCOG issues, priorities and activities; and
- Assisting in advocating for local and regional issues and projects throughout the year.

3. The governing body has also designated _____ as Board Alternate, whose responsibilities are to assume the duties and authorities of the Representative, including voting on Board motions and resolutions, in the absence of and as delegated by the Representative.

SIGNED: _____ **DATE:** _____

NAME: _____ **TITLE:** _____

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

MENU OF SERVICES TO MEMBERS

Fiscal Year 2017

Northwest New Mexico Council of Governments (NWNMCOG) is the regional planning agency for northwestern New Mexico, also known as "*State Planning & Development District 1.*" The Northwest COG was established under State statute in 1972 and guided by several legislative and executive instruments, with updated membership in intervening years, and with federal designation in 1990 as an *Economic Development District*. NWNMCOG is composed of and governed by local and county governments, including: Cibola, McKinley and San Juan Counties; and the incorporated municipalities of Aztec, Bloomfield, Farmington, Gallup, Grants and Milan.

As a dynamic framework and customized menu for its general services, and within the constraints of available resources and manpower, NWNMCOG will utilize State Grant-in-Aid funds in combination with other funds to support planning and technical assistance activities in the following areas:

Function 1. Organizational Management, Capacity-Building & Networking—Provide for general administration and development of the COG organization, including management of the State Grant-in-Aid in conjunction with other grants and programs, building organizational capacity and sustainability and networking with other COG districts and with a multi-sector variety of public and private institutions in service to the regional development mission.

- 1.1 **Grant & Contract Administration.** Manage budget and accounting for multiple funding sources and coordinate their activities and objectives with the State Grant-in-Aid, Member Work Plans, and other scopes of work as needed.
- 1.2 **Organizational Development.** Provide for development and implementation of the COG's strategic plan, including alternative and supplemental financing for COG services and operations, as well as expanded public and private sector partnerships.
- 1.3 **Networking.** Expand and enhance the COG's role and niche as a regional facilitator and strengthen working relationships with local, tribal, state, federal, nonprofit and private sector agencies and partners.
- 1.4 **Staff Development.**
 - (a) Provide timely and effective staff meetings for work planning, staff development and coordination.
 - (b) Establish professional development plans for staff and provide cost-effective opportunities for staff to implement those plans as practical and feasible within available resources.
- 1.5 **Trainings & Conferences.** Encourage, budget for and assign attendance by staff and Board members at trainings and conferences aligned with institutional networking and staff capacity needs, as feasible within available resources.
- 1.6 **Board Support.** Provide timely and effective staff support to the Board of Directors, including preparation for, documentation of and task execution from meetings of the Board and its committees.
- 1.7 **NewMARC.** Participate in regularly scheduled and special meetings, as well as in joint initiatives and activities, of the New Mexico Association of Regional Councils (NewMARC), including ongoing development and refinement of the Statewide

Comprehensive Economic Development Strategy (CEDS) and of the “Ristra” program communication website based on *Panoramic*® technology.

- 1.8** **NADO.** Participate as an institutional member of the National Association of Development Organizations (NADO), including the Executive Director’s service on its Executive Committee and participation in scheduled NADO conferences, webinars and other training and advocacy opportunities.

Function 2. Projecteering—Provide a range of planning and technical assistance services to member governments and to other public entities in the region, focused on identifying, cultivating, financing and implementing investable community development projects.

- 2.1. Grantsmanship & Project Planning.** Research and select public and private funding opportunities for potential application, and assist in preparing and submitting competitive grant proposals.

- 2.2. Project Development & Management.** Work with local governments to develop, prioritize, and manage projects through a full-cycle planning/full-circle financing approach.

2.3. ICIP.

- (a) Provide technical assistance to local governmental entities in the updating, timely submission to LGD, utilization and monitoring of local 5-year *Infrastructure Capital Improvement Plans* (ICIPs).
- (b) Collaborate with the Local Government Division in organizing and co-hosting a regional ICIP training in Northwest New Mexico.
- (c) Participate in, present at, and support as feasible and requested, the annual *New Mexico Infrastructure Finance Conference* held in Fall 2017.

- 2.4. CDBG.** Collaborate with the Local Government Division in assisting local governments to plan for, access and manage funding under the HUD Small Communities Community Development Block Grant (CDBG) program, which may include:

- (a) Providing information, orientation and training to local staff and officials regarding the Community Development Block Grant (CDBG) program.
- (b) Providing technical assistance as requested to local municipalities and counties in identifying, vetting, selecting and developing public works project plans and preparing funding applications to the New Mexico Community Development Council for partial financing of selected projects under the CDBG program.
- (c) Assisting local CDBG applicants in preparation of their presentations to the Community Development Council.
- (d) Providing technical assistance and/or project management as requested to awarded counties and municipalities in implementing, administering, monitoring and closing out CDBG-funded projects, including attendance at training/orientation sessions scheduled by the Local Government Division.

- 2.5. Legislative Technical Assistance.** Provide technical assistance to and collaboration with member governments, the region’s elected representatives to the New Mexico Legislature and agencies of the State Legislature and Administration, as needed and requested, in activities that may include:

- (a) Identifying and developing policy needs and issues into viable legislative initiatives, and assisting with promoting and tracking these initiatives throughout the legislative process; and/or

- (b) Identifying and developing capital improvement needs and projects into viable proposals for legislative capital outlay funding, assisting with promoting and tracking these proposals throughout the legislative process and assisting LGD as requested in submittal of Severance Tax Bond (STB) and General Fund (GF) project certifications by local grantees; and/or
- (c) Identifying and developing cross-cutting regional needs and issues into viable legislative initiatives and capital outlay proposals, as appropriate, on behalf of the collective local governments of the COG region.
- (d) Providing alternative fiscal agency services on capital outlay appropriations as mutually agreed upon with member governments in connection with Executive Order 2013-006.

2.6. Federal Programs and Policies. Provide liaison communications, planning and technical assistance services on behalf of the NWNMCOG organization collectively, and/or its members individually, with respect to:

- (a) Federal policies and programs as pertinent to the individual and collective needs and priorities of the COG members; and/or
- (b) Federal funding opportunities that may become appropriated and potentially available to the COG and/or its members.

2.7. Rural Technical Assistance & Water Planning. Provide planning and technical assistance services to member governments and to local rural entities and associations, including tribal governments and communities, as feasible and needed to meet quality of life and community infrastructure needs and priorities, which may include:

- (a) Water planning, project development and financing for rural water and wastewater systems, with particular emphasis on regionalization of services and facilities.
- (b) Economic development and community infrastructure planning and project development in rural, tribal and land grant communities.
- (c) Capacity building in rural, tribal and land grant communities.
- (d) Providing localized training to continuously improve local government compliance with applicable State laws and regulations.

2.8. Strategic Planning. Provide strategic planning services for member governments and/or for local rural entities and associations, including tribal governments and communities, as needed and feasible to develop and articulate clear strategies and action plans in light of local capacities and external forces and opportunities.

Function 3. Regional & Local Planning for Prosperity & Sustainability. Advance the COG's regional mission to promote social and economic upliftment in the region through establishing and strengthening networks, funding streams and regional and local initiatives, which may include work in these and related strategic disciplines:

3.1. Livable/Sustainable Communities – inter-relating and integrating community infrastructure, economic development, housing, transportation, energy efficiency and environmental strategies in service to transforming communities and neighborhoods to make them more livable and sustainable.

3.2. Healthy Communities – addressing food security, nutrition, fitness and behavioral and environmental health needs and priorities in families, neighborhoods, communities and institutions.

- 3.3. **Energy Initiatives** – researching, developing and implementing a variety of strategies that address changes and impacts affecting the region’s energy industries, that promote a coherent, practical and forward-looking regional energy policy, and that establish economically viable and environmentally sustainable efficiency, conservation and alternative energy initiatives.
- 3.4. **Workshed/Workforce Planning** – assisting education and workforce-related institutions, employers and communities to identify, fund and implement effective strategies for developing and putting to meaningful work the region’s workforce, and to integrate those strategies with economic development and other disciplines and initiatives in service to a sustainable regional workforce.
- 3.5. **Economic & Tourism Development** – collaborating with local economic development organizations and State agencies, building effective partnerships, promising initiatives and new resources in support of the District’s *Comprehensive Economic Development Strategy (CEDS)*, *Trail of the Ancients Scenic Byway*, *Stronger Economies Together (SET)*, *Legislative Jobs Council*, and other plans and strategies of potential benefit to the region. As funding is available, these activities may include contribution to and support of the work of the Interim Jobs Council in such activities as convening meetings, refining data and goals, and incorporating Jobs Council results in regional plans.
- 3.6. **Transportation Planning & TA** – enhancing the capacity, outreach and innovation of the Northwest Regional Transportation Planning Organization (NWRTPO) through integration of transportation planning with environmental, economic, livability and other regional development disciplines.
- 3.7. **Environmental Planning & TA** – maintaining COG engagement and leadership in identifying environmental issues and opportunities in the region, supporting coalitions and agencies involved in environmental work, integrating environmental planning with economic development such as through brownfields assessment and redevelopment work, energy and other regional development disciplines and increasing funding for environmental initiatives.
- 3.8. **Watersheds/Regional Water Planning & Technical Assistance** – maintaining active technical assistance support and professional engagement in state, regional, inter-regional and local water planning initiatives in service to securing the region’s water future, including participation as feasible in the State Water Plan process facilitated by the Interstate Stream Commission.
- 3.9. **Demographics** – maintaining, interpreting and disseminating useful and timely data and information to help shape regional and local conversations and decisions, including dynamic management of the Regional Factbook.

Staff Summary Report

MEETING DATE: 07/26/2016
AGENDA ITEM: VIII. CONSENT AGENDA (H)
AGENDA TITLE: City of Aztec / Western Area Power Network Operating Agreement

ACTION REQUESTED BY: Ken George, City of Aztec Electric Director
ACTION REQUESTED: Approval of Contract No. 16-RMR-2773, Tariff attachment G: Network Operating Agreement
SUMMARY BY: Ken George

PROJECT DESCRIPTION / FACTS

The City of Aztec has entered into an agreement (NITS agreement, no. 16-RMR-2760) with United States Department of Energy, Western Area Power Administration (WAPA) for transmission and ancillary services in order to receive electric power from Guzman Energy, thus becoming a "Network Customer". Consistent with WAPA's Open Access Transmission Tariff the "NITS" agreement requires execution of an accompanying agreement Tariff Attachment G, Network Operating Agreement (NOA).

The NOA establishes the terms, conditions and responsibilities under which the City will operate and maintain its facilities necessary to receive power and energy, and defines for each of the parties certain technical and operational duties associated being a Network Customer. Such duties include Scheduling, Metering, Outage Notification and Periodic Load Forecasting.

The majority of the day-to-day responsibilities identified in the NOA are being performed by Guzman Energy as agreed in our Purchase Power Agreement. The remaining operational responsibilities will be performed by the City of Aztec Electric Director. The Electric Director will be the point of contact and will represent the City on all matters regarding the WAPA agreements (NITS and NOA).

SUPPORT DOCUMENTS: Please see attached contract 16-RMR-2773
Tariff attachment G; Network Operating Agreement
Cover Letter from Department of Energy

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Contract number 16-RMR-2772 between the City of Aztec and the United States Department of Energy, Western Area Power Administration for Network Operating Agreement giving Ken George the City of Aztec Electric Director signatory authorization.



Department of Energy
Western Area Power Administration
Rocky Mountain Customer Service Region
P.O. Box 3700
Loveland, CO 80539-3003

Mr. Kenneth George
City of Aztec
402 South Light Plant Road
Aztec, NM 87410

Dear Mr. George:

Enclosed for signature are two executable originals of Contract No. 16-RMR-2773 (Contract 2773), Attachment G Network Operating Agreement, between Western Area Power Administration (WAPA), and the City of Aztec (Aztec).

If the provisions of this Contract meet with your approval, please sign, date the signature, attest both originals, and return both originals to:

Western Area Power Administration
ATTN: Annette Meredith, J6205
5555 East Crossroads Boulevard
P.O. Box 3700
Loveland, CO 80539-3003

Please do not fill in the date on Page 1 of Contract 2773. Western will review the documents upon receipt and, if satisfactory, date and execute the agreements and return one executed original to you.

If you have questions regarding the enclosed Contract 2773, please contact Annette Meredith either by telephone at (970) 461-7610 or by email at meredith@wapa.gov.

Sincerely,

A handwritten signature in blue ink that reads "Robert H. Easton".

Robert H. Easton
Vice President of Transmission Services
for CRSP, DSW and RMR

Enclosure (2 copies)

CONTRACT NO. 16-RMR-2773

BETWEEN

CITY OF AZTEC, NM

AND

UNITED STATES
DEPARTMENT OF ENERGY
WESTERN AREA POWER ADMINISTRATION
ROCKY MOUNTAIN REGION

FOR

TARIFF ATTACHMENT G: NETWORK OPERATING AGREEMENT

CONTRACT NO. 16-RMR-2773

BETWEEN

CITY OF AZTEC, NM

AND

UNITED STATES
DEPARTMENT OF ENERGY
WESTERN AREA POWER ADMINISTRATION
ROCKY MOUNTAIN REGION

FOR

TARIFF ATTACHMENT G: NETWORK OPERATING AGREEMENT

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CONTRACT NO. 16-RMR-2773

BETWEEN

CITY OF AZTEC, NM

AND

UNITED STATES
DEPARTMENT OF ENERGY
WESTERN AREA POWER ADMINISTRATION
ROCKY MOUNTAIN REGION

FOR

TARIFF ATTACHMENT G: NETWORK OPERATING AGREEMENT

1. PURPOSE: This Tariff Attachment G: Network Operating Agreement (NOA), dated this _____ day of _____, 20____, is written to implement the terms and conditions under which City of Aztec (Network Customer) will be required to operate its facilities and the technical and operational matters associated with the implementation of Part III of the Open Access Transmission Service Tariff (Tariff) and the Service Agreement for Network Integration Transmission Service No. 16-RMR-2760 (Agreement 2760), dated June 20, 2016, between the Network Customer and the Colorado River Storage Project Management Center of Western Area Power Administration (Transmission Provider).
2. TERM: This NOA shall become effective on July 1, 2016, and shall remain in effect until the termination date designated in Agreement 2760. This NOA is subject to review and revision at all times by the participating Parties.

3. NETWORK OPERATING COMMITTEE:

- 3.1. Membership: The Network Operating Committee (NOC) shall be composed of at least one representative from the Network Customer taking service under the Tariff and the Transmission Provider.
- 3.2. Responsibilities: The NOC shall: (i) adopt rules and procedures consistent with this NOA and the Tariff governing operating and technical requirements necessary for implementing the Tariff; (ii) review Network Resources and Network Loads on an annual basis in order to assess the adequacy of the Transmission System; (iii) obtain from the Transmission Provider the Transmission Provider's operating policies, procedures, and guidelines for network interconnection and operation; and (iv) adopt standards for provision of Ancillary Services, and develop non-compliance procedures and penalties.
- 3.3. Authority: The NOC will not have any authority to modify or bypass the Transmission Provider's Tariff or the service agreements under such Tariff. The NOC, through its actions, will ensure that the reliability criteria of NERC and the regional reliability council are met.

4. REGULATION AND FREQUENCY RESPONSE:

4.1. Regulation and Frequency: The Network Customer shall meet its proportional share of Regulating Margin by either: (i) purchasing Regulation and Frequency Response Service from the Transmission Provider pursuant to Schedule 3 of the Tariff; or (ii) contributing or arranging to have a third party contribute generating resources to meet the Regulating Margin requirement for the current year as follows:

$$\text{NCRMR} = \frac{\text{CARM} \times \text{NC maximum demand}}{\text{CA maximum demand}}$$

CA: Control Area
CARM: Control Area Regulating Margin
NC: Network Customer
NCRMR: Network Customer Regulating Margin Requirement

Should the Network Customer's load include major loads not conforming to the general pattern of the control area's load, i.e., arc furnace load, additional Regulating Margin may be required to be provided by the Network Customer. A Network Customer that meets its proportional share of Regulating Margin by Alternative (ii) above shall also meet the requirements of Section 6.0 below.

4.2. Operating Reserve: The Network Customer shall meet its proportional share of Operating Reserve by either: (i) purchasing Operating Reserve Services from the Transmission Provider pursuant to Schedules 5 and 6 of the Tariff; (ii)

meeting or arranging to have a third party meet the Operating Reserve requirement; or (iii) by Reserve Group participation. A Network Customer that meets its proportional share of Operating Reserve by alternative (ii) or (iii) above shall also meet the requirements of Section 6.0 below. The Operating Reserve requirement is as specified by Western Electricity Coordinating Council (WECC) and as implemented by the Transmission Provider. Inasmuch as the Transmission Provider is obligated to meet these requirements, as they may be modified from time to time, the Network Customer recognizes and agrees that its proportional share of the Operating Reserve requirement may change to reflect such modification. In order to facilitate the use of Operating Reserve, the Network Customer shall have available unloaded reserved firm transmission capacity at least equal to that Operating Reserve amount. Such transmission may be loaded with interruptible energy so that, upon interruption of the energy, transmission service is available to replace such energy from the Operating Reserve.

- 4.3. Requirement to Contribute to System Regulation and Operating Reserve: The Network Customer shall operate its generating resources in a manner similar to that of the Transmission Provider including following voltage schedules, providing free governor response, meeting power factor requirements at the point of interconnection with the Transmission Provider's system, and such other criteria as may be developed by the Transmission Provider, the NOC, or

required by the NERC and the regional reliability council. The Network Customer shall pay the cost of modification of the Transmission Provider's computer hardware and software to accommodate the Network Customer's contribution to Regulating Margin and Operating Reserve. Any resources used by the Network Customer to meet its proportional share, whether the Network Customer's Network Resources or a third party's generating resources, shall meet the same requirements as the Transmission Provider's generating resources used to meet the Regulating Margin and Operating Reserve requirements; including, but not limited to, automatic generation control capability, ramp rate, and governor response, and are subject to random testing, and if applicable, a monthly start-up test.

5. SYSTEM PROTECTION: The Network Customer's relay and protection systems must comply with all applicable Transmission Provider and WECC criteria, rules, procedures, guidelines, and interconnection standards as may be amended or adopted from time to time.

6. REDISPATCH TO MANAGE TRANSMISSION CONSTRAINTS:

6.1. If the Transmission Provider determines that redispatching Network Resources, including reductions in off-system purchases, to relieve an existing or potential transmission system constraint is the most effective way to ensure

the reliable operation of the Transmission System, the Transmission Provider will redispatch the Transmission Provider's and the Network Customer's Network Resources on a least-cost basis, without regard to the ownership of such resources. The Transmission Provider will apprise the Network Customer of its redispatch practices and procedures as they may be modified from time to time.

- 6.2. The Network Customer will submit verifiable incremental and decremental cost data for its Network Resources that estimates the cost to the Network Customer of changing the generation output of each of its Network Resources to the Transmission Provider when submitting its preschedules. These costs will be used, along with similar data for the Transmission Provider's resources, as the basis for least-cost redispatch for the next day's operations, or the next several days' operations if the preschedule is submitted on a Friday or the day before a holiday. The Transmission Provider's grid operation staff will keep this data confidential, including from the Transmission Provider's marketing staff. If the Network Customer experiences changes to its costs during the following day, the Network Customer must submit those changes to the Transmission Provider's energy control center. The Transmission Provider will implement least-cost redispatch consistent with its existing contractual obligations and its current practices and procedures for its own resources. The Network Customer is obligated to respond immediately to requests for redispatch from the

Transmission Provider's energy control center.

6.3. The Network Customer may audit particular redispatch events, at its own expense, during normal business hours following reasonable notice to the Transmission Provider. Either the Network Customer or the Transmission Provider may request an audit of the other Party's cost data by an independent agent at the requester's expense. Once redispatch has been implemented, the Transmission Provider will book, in a separate account, costs incurred by both the Transmission Provider and the Network Customer based on the submitted incremental and decremental costs.

6.4. The Transmission Provider and the Network Customer will each bear a proportional share of the total redispatch cost based on their then current Load Ratio Shares. The Transmission Provider will bill or credit the Network Customer's monthly bill as appropriate.

7. MAINTENANCE OF FACILITIES:

7.1. The NOC shall establish procedures to coordinate the maintenance schedules of the generating resources and transmission and substation facilities, to the greatest extent practicable, to ensure sufficient transmission resources are available to maintain system reliability and reliability of service. By November 1

of each year, the Network Customer shall provide to the Transmission Provider the maintenance schedules and planned outages of each Network Resource for the next five (5) years. Thirty (30) days in advance of each annually forecasted maintenance outage, the Network Customer shall provide the Transmission Provider confirmation of such outage. Such information shall include, but not be limited to, the expected time the unit will be separated from the system and the time at which the unit is available for: (i) parallel operation; (ii) loading; and (iii) if applicable, to be put on automatic generation control.

- 7.2. The Network Customer shall obtain: (i) concurrence from the Transmission Provider at least 72 hours before beginning any scheduled maintenance of its facilities; and (ii) clearance from the Transmission Provider when the Network Customer is ready to begin maintenance on a Network Resource, transmission line, or substation operated at 4.16-kV and above.

- 7.3. The Network Customer shall immediately notify the Transmission Provider at the time when any unscheduled or forced outages occur and again when such unscheduled or forced outages end. The Network Customer shall notify and coordinate with the Transmission Provider prior to reparalleling a Network Resource, transmission line, or substation.

7.4. Maintenance schedules will be posted on an electronic bulletin board or communicated via the data link.

8. THIRD PARTY INTERCONNECTION TO NETWORK CUSTOMER TRANSMISSION

SYSTEM: Any interconnection between the Network Customer and another entity, i.e., a generator owner or load-serving entity, in which the Transmission Provider is not a party, must be coordinated with the Transmission Provider as the Transmission Provider and as the operator of Western Area Colorado Missouri Balancing Authority. It is the Network Customer's responsibility to assure that the Transmission Provider's requirements as identified in this agreement have been adequately addressed in its third party interconnection agreements. The Network Customer will be relieved of this obligation in the event that the third party chooses to directly negotiate with the Transmission Provider and enters into an agreement to meet the Transmission Provider's requirements.

9. OPERATION IMPACTS:

9.1. The Parties recognize that: (i) the Transmission Provider's Transmission System is, and will be, directly or indirectly interconnected with transmission systems owned or operated by others; (ii) the flow of power and energy between such systems will be controlled by the physical and electrical characteristics of the facilities involved and the manner in which they are

operated; and (iii) part of the power and energy being delivered under this NOA may flow through such other systems rather than through the facilities of the Transmission Provider.

- 9.2. The NOC shall, from time to time as necessary, determine methods and take reasonably appropriate action to assure maximum delivery of power and energy at the points of receipt and delivery and at such additional or alternate points of receipt and delivery as may be established by the Parties.
- 9.3. Each Party will at all times cooperate with other interconnected systems in establishing arrangements or mitigation measures to minimize operational impacts on each other's systems.
- 9.4. Each Party recognizes that a Party's proposed new interconnection or modification of an existing interconnection between that Party's system and the system of a third party, may cause adverse unanticipated effects on the system of the other Party. The Party making such interconnection or modification shall minimize, or otherwise compensate for, adverse operational effects to the Party's system.

10. SERVICE CONDITIONS:

- 10.1. Power and energy delivered under the Agreement 2760 and this NOA shall be delivered as three-phase alternating current at a frequency of approximately sixty (60) Hertz, and at the nominal voltages at the delivery and receipt points.
- 10.2. The Parties recognize that operating and technical problems may arise in the control of the frequency and in the flow of real and reactive power over the interconnected transmission systems. The NOC may adopt operating rules and procedures as necessary to assure that, as completely as practical, the delivery and receipt of real and reactive power and energy hereunder shall be accomplished in a manner that causes the least interference with such interconnected systems.
- 10.3. A Network Customer interconnecting with the Transmission Provider's Transmission System is obligated to follow the same practices and procedures for interconnection and operation that the Transmission Provider uses for its own load and resources.
- 10.4. Where the Network Customer purchases Ancillary Services from third parties, the Network Customer shall have the responsibility to secure contractual arrangements with such third parties that are consistent with the Tariff, this

NOA, and any applicable rules and procedures of the NOC.

11. DATA, INFORMATION, AND REPORTS:

11.1. The Network Customer shall, upon request, provide the Transmission Provider with such reports and information concerning its network operation as are reasonably necessary to enable the Transmission Provider to operate its Transmission System adequately.

11.2. Scheduling: Hourly transactions from outside of the Transmission Provider's Control Area, in whole megawatts, are prescheduled. Hourly transactions and forecasts of generation and load from within the Transmission Provider's Control Area, in megawatts, are prescheduled. Schedules can be changed consistent with the practices in the regional reliability councils or as otherwise agreed to by the Transmission Provider and the Network Customer. The Network Customer shall update the preschedules and forecasts before midnight. Such preschedules and forecasts shall include, as applicable:

11.2.1. each import into or export out of the Control Area;

11.2.2. each power purchase and sale from within the Control Area

11.2.3. losses;

11.2.4. generation from each Network Resource;

- 11.2.5. Network Load at each point designated in Section 4.0 of the Specifications for Network Integration Transmission Service attached to Agreement 2760;
 - 11.2.6. Regulating Margin;
 - 11.2.7. Spinning and Supplemental Reserve from each Network Resource;
 - 11.2.8. Spinning and Supplemental Reserve purchased from the Transmission Provider or each third party;
 - 11.2.9. available capacity from each Network Resource;
 - 11.2.10. transmission service associated with each preschedule and forecast;
 - 11.2.11. incremental and decremental cost data for Network Resources; and
 - 11.2.12. other information, as required by the Transmission Provider.
- 11.3. Annual Forecast: By March 15 of each year, the Network Customer shall update its load and resource forecast pursuant to Sections 29.2 and 31.6 of the Tariff by providing the Transmission Provider with a non-binding typical weekday and typical weekend forecast in a format specified by the Transmission Provider.
- 11.4. Monthly Forecast: Five (5) days before the end of the month, the Network Customer shall update the forecast for the following month specifying purchases, generation, maximum demand, total monthly energy, and

Operating Reserve Service from the Transmission Provider or third party.

11.5. The Network Customer shall telemeter to the Transmission Provider information including but not limited to watts, vars, generator status, generator breaker status, generator terminal voltage, high side transformer voltage and KYZ pulses for hourly kWh, unless otherwise agreed.

11.6. The Network Customer shall provide generating resource characteristics to the Transmission Provider as necessary to implement redispatch, and constraint and reserve management.

12. GENERATION/RESOURCE AND TRANSMISSION CONTINGENCIES:

12.1. For any generation contingency which impairs the Network Customer's ability to serve its network load, the Network Customer shall have the obligation to replace the lost generation or the curtailed resource schedule with another resource from another generator.

12.2. For any transmission contingency which impairs the Network Customer's ability to serve its network load, the Network Customer shall have the obligation to schedule its network resource on an alternate path or from a non-designated network resource.

13. METERING:

- 13.1. The Network Customer shall have the obligation to provide for the installation of revenue meters and communication equipment compatible with the Transmission Provider's meter reading system and shall meet the requirements of the Transmission Provider's Meter Policy provisions. Revenue quality meters shall be installed at the point of interconnection between the Network Customer's facility and the Transmission Provider's system. The meters shall measure and record both real power (watts) and reactive power (vars) flow in both directions.
- 13.2. The Transmission Provider shall read meters and retrieve meter load profile data electronically on the first work day after the end of each billing cycle or such other data as may be required to carry out the provision of the Tariff. The Transmission Provider shall process the meter data and determine energy imbalances, accounting, and billing using such meter data.
- 13.3. The meter owner shall test and maintain the revenue meters for power deliveries according to the requirements of the Transmission Provider's current Meter Policy or subsequent revisions.
- 13.4. Should any meter fail to register or lose the remote communication connection,

the Transmission Provider shall estimate, from the best information available, the demand created, energy flow, and var flows during the period of the failure. The Transmission Provider shall correct the Network Customer's bills affected by the inaccurate meter in accordance with its Network Integration Transmission Service Power Billing Adjustment Policy posted on its OASIS. That correction, when made, shall constitute full adjustment of any claim arising out of the inaccurate meter for the period of the correction.

14. COMMUNICATIONS:

14.1. The Network Customer shall, at its own expense, install and maintain communication links for scheduling. One communication link may be used for data transfer and the other link shall be used for voice communication.

14.2. A Network Customer contributing to Regulating Margin and Operating Reserve requirements or securing the requirements from a third party shall, at its own expense, install and maintain telemetry equipment communicating between the generating resource(s) and the Transmission Provider.

15. SYSTEM REGULATION AND OPERATING RESERVES: The Network Customer shall operate its generating resources in a manner similar to that of the Transmission Provider including following voltage schedules, providing free governor response,

meeting power factor requirements at the point of interconnection with the Transmission Provider's system, and such other criteria as may be developed by the Transmission Provider, the NOC, or required by the NERC and the regional reliability council. The Network Customer shall pay the cost of modification of the Transmission Provider's computer hardware and software to accommodate the Network Customer's contribution to Regulating Margin and Operating Reserve. Any resources used by the Network Customer to meet its proportional share, whether the Network Customer's Network Resources or a third party's generating resources, shall meet the same requirements as the Transmission Provider's generating resources used to meet the Regulating Margin and Operating Reserve requirements, including, but not limited to, automatic generation control capability, ramp rate, and governor response, and are subject to random testing and, if applicable, a monthly start-up test.

16. NOTICES AND AUTHORIZED REPRESENTATIVES OF THE PARTIES: Any notice or request made to or by either Party regarding this NOA shall be made to the Authorized Representative of the other Party as indicated in Agreement 2760.

17. ACCOUNTING FOR TRANSMISSION LOSSES: The Network Customer is responsible for replacing losses associated with all transmission service. The Network Customer is responsible for providing capacity and energy at the Point(s) of Receipt equal to the capacity and energy delivered at the Point(s) of Delivery plus average losses in the amount as shown in the Rocky Mountain Regional Office Consolidated

Rate Schedules as posted on CRCM OASIS.

18. TARIFF: The Tariff as presently constituted or as may be revised or superseded is incorporated herein and made a part hereof.

IN WITNESS WHEREOF, the Parties have caused this NOA to be
executed by their respective authorized officials on the date first written above.

WESTERN AREA POWER ADMINISTRATION

By: _____
Robert H. Easton

Title: Vice President of Transmission Services
for CRSP, DSW and RMR

Address: 5555 East Crossroads Boulevard
Loveland, CO 80538-8986

Date: _____

CITY OF AZTEC

(SEAL)

By: _____
Kenneth George

Attest: Title: City of Aztec Electric Director

By: _____ Address: 402 South Light Plant Road
Aztec, NM 87410

Title: _____

Date: _____

Staff Summary Report

MEETING DATE:	26 July 2016
AGENDA ITEM:	VIII. CONSENT AGENDA (I)
AGENDA TITLE:	Economic Development Advisory Board Appointment

ACTION REQUESTED BY:	Economic Development Advisory Board
ACTION REQUESTED:	Approval of New Advisory Board Member
SUMMARY BY:	Edward Kotyk

PROJECT DESCRIPTION / FACTS

City Code for Advisory Boards is as follows:

Sec. 2-481. Membership.

The Economic Development Advisory Board shall be composed of seven (7) members qualified by training, experience, and ability to exercise sound and practical judgment on civic, social, economic and governmental affairs. The board shall be composed of the following:

1. An appointed representative from the Board or Staff of Four Corners Economic Development;
2. An appointed representative from the Board or Staff of the Aztec Chamber of Commerce;
3. One (1) member of the financial community appointed by the governing body by a majority vote;
4. Two (2) members at large, at least one (1) representing the community, appointed by the governing body by a majority vote.

Of the three (3) members appointed to the board, they will have two-year terms. There shall be no limitation on the number of consecutive terms a member may serve on the Economic Development Advisory Board.

Sec. 2-482. Duties.

The Economic Development Advisory Board is assigned the following duties:

1. Regular review of strategies and opportunities for economic development within the City.
2. Assist with the economic and community development planning for the City.
3. Recommend annually to the City Commission appropriations for economic development programs.
4. Develop and update annually a comprehensive strategic economic development plan.
5. Make recommendations to the governing body on applications for assistance for economic development projects.

Brian Bone upon recommendation by the Economic Development Advisory Board will be replacing Vivian Giles as the member of the "financial community."

SUPPORT DOCUMENTS:	Letter of Interest Economic Development Advisory Board List
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DEPARTMENT'S RECOMMENDED MOTION:	Motion to approve the Appointment of Brian Bone to the Economic Development Advisory Board.
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July 20, 2016

City of Aztec
Economic Development Advisory Board
201 W. Chaco ST
Aztec, NM 87410

Dear Mr. Faverino:

High Desert Community Credit Union, formerly known as BAB Credit Union, has been operating in the Aztec community since 1956. We have recently expanded our field of membership and are now able to serve more of the community.

We desire to see the community be able to grow and we welcome the opportunity to be a part of that growth. I would welcome the opportunity to join the Economic Development Advisory Board and commit to serving to the best extent possible.

Sincerely,

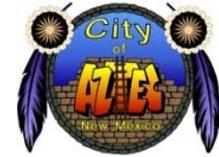
A handwritten signature in blue ink, appearing to read 'Brian Bone', with a long horizontal flourish extending to the right.

Brian Bone
CEO
High Desert Community Credit Union
PO Box 1059
Aztec, NM 87410



ECONOMIC DEVELOPMENT ADVISORY BOARD

(Revised August 2016)



Meetings held on the 3rd Thursday, Monthly

Chairman - Member at Large	John Faverino 3 E Energy Services Owner	640 Pioneer Ave Aztec, NM 87410 Bus: 334-3662 Cell: 320-0450 faverino@3e-energy.net
Vice-Chairman Member At Large	Kim Preston Retired	329 CR 2900 Aztec, NM 87410 Bus: 215-2683 lizardius@q.com
Member - Financial Community	Vivian Giles Citizens Bank Manager	215 South Main Ave Aztec, NM 87410 Bus: 566-4920 viviang@cbnm.com
	Brian Bone High Desert Community Credit Union	PO Box 1059 Aztec, NM 87410 Bus: 334-3074 brian@highdesertcu.org
Member - Aztec Chamber of Commerce	Theresa Bailey Microtel Manager	623 Phoenix Court Aztec, NM 87410 Bus: 334-4014 gm@aztecmicrotel.com
Member - Four Corners Economic Development	Christa Romme' Marketing Coordinator	5101 College Blvd Farmington, NM 87402 Bus: 566-3618 cromme@4cornersed.com
Member - City Commissioner	Sherri Sipe City of Aztec Mayor Pro-Tem	201 W Chaco St Aztec, NM 87410 Cell: 330-0331 sipecamp@q.com
City Staff Representative	Vacant City of Aztec Community Development Director	201 W Chaco St Aztec, NM 87410 Bus: 334-7605 whomka@aztecnm.gov
City Staff Minute Assistance	Dawn Lewis City of Aztec Community Development	201 W Chaco St Aztec, NM 87410 Bus: 334-7605 dlewis@aztecnm.gov

Staff Summary Report

MEETING DATE:	July 26, 2016
AGENDA ITEM:	XI. BUSINESS ITEM (A)
AGENDA TITLE:	Resolution 2016-1009 FY2016 Year End Budget Adjustments
ACTION REQUESTED BY:	Finance Department
ACTION REQUESTED:	Approval of Resolution 2016-1009 FY2016 Year End Budget Adjustments
SUMMARY BY:	Kathy Lamb

PROJECT DESCRIPTION / FACTS

INVESTMENTS

- NM Department of Finance and Administration (DFA) has advised changes in investment balances also require budget adjustments. While the City does not budget for investments, cash reserves are included in the information required to be submitted in the budget process and changes to those balances require an adjustment.
- The purchased power agreement with Guzman Energy LLC required security to be deposited with the City in the amount of \$75,000. This amount was received in January 2016 and converted to a certificate of deposit. This CD also earns interest quarterly, increasing the required adjustment to \$75,019.
- In March 2016, a money market account was opened with Vectra Bank in the amount of \$1,000,000 (funds were transferred from the City's Local Government Investment Pool (LGIP) with the state – same interest rate. With the various grant funded projects underway, there may be a need to supplement the City's operating account in the short term and requires a liquidity of funds not available with certificates of deposits. Interest earned on the account requires an adjustment of \$502.

GENERAL FUND

- The final review of FY2016 has been completed and estimates of revenues and expenses not yet received have been projected. The Airport Fund and Golf Course Funds both require a transfer of funds to maintain a positive cash balance.
- The transfer to the Road Fund, not used in FY2016, will be reduced by the amount of the transfers to the Airport and Golf Course Funds resulting in no impact to the General Fund.

AIRPORT FUND

- The new airport fuel tank bid was approved by commission in October 2016 and requiring the use of cash reserves for the award. A budget transfer was not completed at the time of award (delayed anticipating the Airport Apron project would be bid prior to June 30 2016 and additional budget adjustments may be required).
- The fuel tank was installed in May 2016 and fuel was received for the new tank in early June 2016. It was anticipated the new tank would be operational within days of the fuel delivery. The reality is the tank did not become operational until mid-July and the City did not have fuel sales from the new tank to offset the purchase of fuel.
- To maintain both a positive cash balance and positive budget balance as of June 30, 2016, a transfer of funds from General Fund in the amount of \$20,000 is necessary.

GOLF COURSE FUND

- As included in the monthly report from the Finance Department, the Golf Course has been reporting a negative cash balance since January 2016. These reports have also identified a continuing negative difference from actual revenues to expenditures.
- Annual memberships, which provided a cash resource in 2015 when the City began operations, have not been renewed at the same level in 2016. This is probably a combination of the local economy downturn and the on-going discussions earlier this year whether the city would continue to operate the course.
- While funds have been expended conservatively, revenues are not sufficient and a transfer of funds is necessary.

FISCAL INPUT / FINANCE DEPARTMENT

- The FY2016 Fourth Quarter Report (Business Item B) includes the budget adjustments identified in this Business Item. Negative cash balances are not permitted for the FY17 Annual Budget approval by DFA and will delay the City's final budget approval by that agency. Negative budgets will impact the FY16 Annual Financial Audit.

SUPPORT DOCUMENTS: Resolution 2016-1009 Year End Budget Adjustments

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve Resolution 2016-1009 Year End Budget Adjustments.

**RESOLUTION 2016-1009
FY2016 Year End Budget Adjustments**

WHEREAS, the City of Aztec has incurred additional expenditures the Fiscal Year 2015-2016; and

WHEREAS, there exists sufficient cash balances in the fund balances of the City's funds; and

WHEREAS, there were changes in investment values as of June 30, 2016;

WHEREAS, the City of Aztec has need for various purchases that were not anticipated or exceeded available budgets for the fiscal year ending June 30, 2016.

NOW, THEREFORE, BE IT RESOLVED that the following fiscal year 2015-2016 year end budget adjustments be recognized and approved:

IN VESTMENTS

Vectra Money Market Fund	502
Citizens Bank CD (Guzman PPA Security)	75,019
Total Investment Increase	\$75,521

GENERAL FUND #101

Transfer to Road Fund	(85,000)
Transfer to Airport Fund	20,000
Transfer to Golf Course Fund	65,000
Total Transfer Budget Increase	-0-

ROAD FUND #200

Transfer from General Fund	(85,000)
Total Transfer Budget Decrease	(85,000)

AIRPORT FUND #270

Transfer from General Fund	20,000
Total Transfer Budget Increase	20,000
CPTL: Airport Fuel Improvements	20,000
Total Transfer Budget Increase	20,000

GOLF COURSE FUND #570

Transfer from General Fund	65,000
Total Transfer Budget Increase	65,000

NOW, THEREFORE, BE IT RESOLVED that the Aztec City Commission adopted this resolution as a formal approval of year end budget adjustments for the Fiscal Year 2015-16.

ADOPTED AND APPROVED this 26th day of July 2016.

MAYOR SALLY BURBRIDGE

ATTEST:

KARLA SAYLER, CMC

Staff Summary Report

MEETING DATE: July 26, 2016
AGENDA ITEM: XI. BUSINESS (B)
AGENDA TITLE: Resolution 2016-1010 Approval of FY16 4th Quarter Financial Report

ACTION REQUESTED BY: Finance Department
ACTION REQUESTED: Approval of Resolution 2016-1010 Approval of FY16 4th Quarter Financial Report
SUMMARY BY: Kathy Lamb

PROJECT DESCRIPTION / FACTS

- A requirement of the NM DFA annual budget approval process includes governing body approval of the 4th quarter financial report by resolution.
 - The financial report submittal has been a requirement of the annual budget approval procedure for several years and requires the year end financial report to include many estimates as the complete year end process has not been completed.
 - The DRAFT report was prepared on July 20, 2016 for agenda purposes.
-

SUPPORT DOCUMENTS: Resolution 2016-1010
DFA Financial Report for Quarter Ending June 30, 2016

DEPARTMENT'S RECOMMENDED MOTION: Move to approve Resolution 2016-1010 Approval of FY16 4th Quarter Financial Report

**Resolution 2016-1010
State Of New Mexico, Municipality Of Aztec**

A RESOLUTION APPROVING THE QUARTERLY FINANCIAL REPORT TO THE NEW MEXICO DEPARTMENT OF FINANCE AND ADMISTRATION FOR THE PERIOD ENDING JUNE 30, 2016.

WHEREAS, NMSA 1978-6-2 states the New Mexico Department of Finance and Administration's Local Government Division (LGD) is mandated to require periodic financial reports of local public bodies; and

WHEREAS, the New Mexico Department of Finance and Administration (DFA) requires a resolution approving the FY16 fourth quarter report; and

WHEREAS, the New Mexico Department of Finance and Administration requires the unaudited beginning cash balances as of July 1, 2016 listed on the final budget must agree with the year-end June 30, 2016 cash balances listed on the fourth quarterly financial report.

NOW THEREFORE, BE IT RESOLVED by the governing body of the City of Aztec, State of New Mexico, hereby approves the quarterly financial report to the New Mexico Department of Finance and Administration, LGD, for the period ending June 30, 2016. The fourth quarter financial report is attached hereto as EXHIBIT "A".

DONE AND APPROVED this 26th day of July, 2016.

Mayor Sally Burbridge

Mayor Pro-Tem Sherri A. Sipe

Commissioner Katee McClure

Commissioner Austin R. Randall

Commissioner Sheri L. Rogers

ATTEST:

Karla Saylor, CMC

MUNICIPALITY: Aztec

**DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION**

Period Ending: 6/30/16

SUBMIT TO LOCAL GOVERNMENT DIVISION NO LATER THAN 30 DAYS
AFTER THE CLOSE OF EACH QUARTER.

Prepared By: K Lamb

I HEREBY CERTIFY THAT THE CONTENTS IN THIS REPORT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT THIS REPORT DEPICTS ALL FUNDS:

K.A. Lamb 07/20/16

Signature

Date

YEAR-TO-DATE TRANSACTIONS

Fund #	FUND NAME	BEGINNING CASH BALANCE CURRENT FY	REVENUES TO DATE	TRANSFERS TO DATE	EXPENDITURES TO DATE	ADJUSTMENTS	QTR ENDING CASH BALANCE (1)+(2)-(3)+(4)+(5)	INVESTMENTS	CASH + INVESTMENTS	REQUIRED RESERVES	AVAILABLE CASH (8) - (9)
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(8) - (9)
101	GENERAL FUND (GF)	\$545,475	5,824,455	(145,000)	6,371,419	698,812	\$552,323	1,665,513	\$2,217,836	530,952	\$1,686,884
201	CORRECTION	\$986	83,017	0	75,000	4,181	\$13,184		\$13,184		\$13,184
202	ENVIRONMENTAL GRT	\$0	0	0	0		\$0		\$0		\$0
206	EMS	\$0	0	0	0		\$0		\$0		\$0
207	ENHANCED 911	\$0	0	0	0		\$0		\$0		\$0
209	FIRE PROTECTION FUND	\$98,022	202,843	0	47,790	(139,110)	\$113,965	568,624	\$682,589		\$682,589
211	LEPF	\$92	27,850	0	27,256	386	\$1,072	0	\$1,072		\$1,072
214	LODGERS' TAX	\$9,703	53,535	0	44,500	(10,416)	\$8,322	41,524	\$49,846		\$49,846
216	MUNICIPAL STREET	\$68,459	2,489,566	0	2,980,323	562,412	\$140,114		\$140,114		\$140,114
217	RECREATION	\$0	0	0	0		\$0	3,311	\$3,311		\$3,311
218	INTERGOVERNMENTAL GRANT	\$0	0	0	0		\$0		\$0		\$0
219	SENIOR CITIZEN	\$0	0	0	0		\$0		\$0		\$0
223	DWI PROGRAM	\$0	0	0	0		\$0		\$0		\$0
299	OTHER	\$17,296	310,398	12,000	400,098	81,607	\$21,203	116,129	\$137,332		\$137,332
300	CAPITAL PROJECT FUNDS	\$728,106	474,408	38,000	613,696	91,386	\$718,204	298,758	\$1,016,962		\$1,016,962
401	G. O. BONDS	\$0	0	0	0		\$0		\$0		\$0
402	REVENUE BONDS	\$0	0	0	0		\$0		\$0		\$0
403	DEBT SERVICE OTHER	\$0	0	0	0		\$0		\$0		\$0
500	ENTERPRISE FUNDS										
	Water Fund	\$0	0	0	0		\$0		\$0		\$0
	Solid Waste	\$32,751	666,789	0	712,429	35,246	\$22,357	111,548	\$133,905		\$133,905
	Waste Water	\$0	0	0	0		\$0		\$0		\$0
	Airport	\$0	0	0	0		\$0		\$0		\$0
	Ambulance	\$0	0	0	0		\$0		\$0		\$0
	Cemetery	\$0	0	0	0		\$0		\$0		\$0
	Housing	\$0	0	0	0		\$0		\$0		\$0
	Parking	\$0	0	0	0		\$0		\$0		\$0
	JOINT UTILITY FUNDS	\$2,455,310	10,089,410	(35,000)	9,738,914	(845,528)	\$1,925,278	11,318,148	\$13,243,426		\$13,243,426
	IRRIGATION	\$17,962	13,359	0	12,160	(3,361)	\$15,800	78,834	\$94,634		\$94,634
	MUNICIPAL GOLF COURSE	\$2,880	237,276	130,000	368,864	11,620	\$12,912		\$12,912		\$12,912
	Other Enterprise (enter fund name)	\$0	0	0	0		\$0		\$0		\$0
600	INTERNAL SERVICE FUNDS	\$0	0	0	0		\$0		\$0		\$0
700	TRUST AND AGENCY FUNDS	\$0	0	0	0		\$0		\$0		\$0
GRAND TOTAL		\$3,977,042	\$20,472,906	\$0	\$21,392,449	\$487,234	\$3,544,733	\$14,202,389	\$17,747,122	\$530,952	\$17,216,171

GENERAL FUND - MUNICIPALITY

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
Taxes:							
Property Tax - Current Year	\$605,781	\$0	\$605,781	\$602,314		(\$3,467)	99.43%
Property Tax - Delinquent	\$25,162	\$0	\$25,162	\$33,262		\$8,100	132.19%
Property Tax - Penalty & Interest	\$0	\$0	\$0	\$0		\$0	n/a
Oil and Gas - Equipment	\$8,876	\$0	\$8,876	\$5,922		(\$2,954)	66.72%
Oil and Gas - Production	\$1,690	\$0	\$1,690	\$1,128		(\$562)	66.75%
Franchise Fees	\$565,110	\$0	\$565,110	\$546,500		(\$18,610)	96.71%
Gross receipts - Local Option	\$1,859,129	\$0	\$1,859,129	\$1,571,757		(\$287,372)	84.54%
Gross Receipts - Infrastructure	\$0	\$0	\$0			\$0	n/a
Gross Receipts - Environment	\$0	\$0	\$0			\$0	n/a
Gross Receipts - Other Dedication	\$0	\$0	\$0			\$0	n/a
Intergovernmental -State Shared:							
Gross receipts	\$1,806,902	\$0	\$1,806,902	\$1,557,015		(\$249,887)	86.17%
Cigarette Tax	\$0	\$0	\$0			\$0	n/a
Gas Tax [1 cent]	\$0	\$0	\$0			\$0	n/a
Gas Tax [2 cent]	\$0	\$0	\$0			\$0	n/a
Motor Vehicle	\$34,080	\$0	\$34,080	\$39,002		\$4,922	114.44%
Grants - Federal	\$750	\$0	\$750	\$1,100		\$350	146.67%
Grants - State	\$209,076	\$0	\$209,076	\$106,221		(\$102,855)	50.80%
Grants - Local	\$12,415	\$0	\$12,415	\$13,280		\$865	106.97%
Legislative Appropriations	\$0	\$0	\$0			\$0	n/a
Small Cities Assistance	\$90,000	\$0	\$90,000	\$185,154		\$95,154	205.73%
Licenses and Permits	\$27,448	\$0	\$27,448	\$28,865		\$1,417	105.16%
Charges for Services	\$480,200	\$0	\$480,200	\$554,403		\$74,203	115.45%
Fines and Forfeits	\$383,400	\$0	\$383,400	\$370,753		(\$12,647)	96.70%
Interest on Investments	\$5,000	\$0	\$5,000	\$5,500		\$500	110.00%
Miscellaneous	\$75,000	\$0	\$75,000	\$202,279		\$127,279	269.71%
TOTAL GENERAL FUND REVENUES	\$6,190,019	\$0	\$6,190,019	\$5,824,455		(\$365,564)	94.09%
EXPENDITURES							
Executive-Legislative	\$389,065	\$5,652	\$394,717	\$302,240		\$92,477	76.57%
Judicial	\$239,235	\$19,150	\$258,385	\$255,692		\$2,693	98.96%
Elections	\$0		\$0			\$0	n/a
Finance & Administration	\$1,331,194	(\$53,599)	\$1,277,595	\$953,447		\$324,148	74.63%
Public Safety	\$2,079,821	\$8,262	\$2,088,083	\$1,854,314		\$233,769	88.80%
Highways & Streets	\$1,084,317	(\$37,991)	\$1,046,326	\$776,275		\$270,051	74.19%
Senior Citizens	\$328,435	\$682	\$329,117	\$205,311		\$123,806	62.38%
Sanitation	\$0		\$0			\$0	n/a
Health and Welfare	\$592,576	\$657	\$593,233	\$561,090		\$32,143	94.58%
Culture and Recreation	\$1,233,139	\$46,554	\$1,279,693	\$1,038,880		\$240,813	81.18%
Economic Development & Housing	\$249,100	\$11,000	\$260,100	\$154,396		\$105,704	59.36%
Airport	\$0		\$0			\$0	n/a
Other - Miscellaneous	\$301,441	(\$367)	\$301,074	\$269,774		\$31,300	89.60%
TOTAL GENERAL FUND EXPENDITURES	\$7,828,323	\$0	\$7,828,323	\$6,371,419	\$0	\$1,456,904	81.39%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	(\$495,000)	\$0	(\$495,000)	(\$145,000)		\$350,000	29.29%
TOTAL - OTHER FINANCING SOURCES	(\$495,000)	\$0	(\$495,000)	(\$145,000)		\$350,000	29.29%
Excess (deficiency) of revenues over expenditures				(\$691,964)			

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS			
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
CORRECTIONS	201							
REVENUES								
Correction Fees	201	84,000	0	84,000	83,017		(983)	98.83%
Miscellaneous	201	0	0	0			0	n/a
TOTAL Revenues		84,000	0	84,000	83,017		(983)	98.83%
EXPENDITURES	201	119,000	0	119,000	75,000	0	44,000	63.03%
OTHER FINANCING SOURCES								
Transfers In	201	35,000	0	35,000	0		(35,000)	0.00%
Transfers (Out)	201	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		35,000	0	35,000	0		(35,000)	0.00%
Excess (deficiency) of revenues over expend	201				8,017			
ENVIRONMENTAL	202							
REVENUES								
GRT - Environmental	202	0	0	0	0		0	n/a
Miscellaneous	202	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	202	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	202	0	0	0	0		0	n/a
Transfers (Out)	202	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	202				0			
EMS	206							
REVENUES								
State EMS Grant	206	0	0	0	0		0	n/a
Miscellaneous	206	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	206	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	206	0	0	0	0		0	n/a
Transfers (Out)	206	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	206				0			
E911	207							
REVENUES								
State-E-911 Enhancement	207	0	0	0	0		0	n/a
Network & Data Base Grant	207	0	0	0	0		0	n/a
Miscellaneous	207	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	207	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	207	0	0	0	0		0	n/a
Transfers (Out)	207	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	207				0			
FIRE PROTECTION	209							
REVENUES								
State - Fire Marshall Allotment	209	154,169	40,464	194,633	194,633		0	100.00%
Miscellaneous	209	1,000	5,500	6,500	8,210		1,710	126.31%
TOTAL Revenues		155,169	45,964	201,133	202,843		1,710	100.85%

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance %
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
EXPENDITURES	209	668,367	45,964	714,331	47,790		666,541	6.69%
OTHER FINANCING SOURCES								
Transfers In	209	0	0	0	0		0	n/a
Transfers (Out)	209	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	209				155,053			
LAW ENFORCEMENT PROTECTION REVENUES	211							
State-Law Enforcement Protection	211	26,000	1,800	27,800	27,800		0	100.00%
Miscellaneous	211	0	0	0	50		50	n/a
TOTAL Revenues		26,000	1,800	27,800	27,850		50	100.18%
EXPENDITURES	211	26,000	1,800	27,800	27,256		544	98.04%
OTHER FINANCING SOURCES								
Transfers In	211	0	0	0	0		0	n/a
Transfers (Out)	211	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	211				594			
LODGERS' TAX REVENUES	214							
Lodgers' Tax	214	35,075	0	35,075	50,804		15,729	144.84%
Miscellaneous	214	0	0	0	2,731		2,731	n/a
TOTAL Revenues		35,075	0	35,075	53,535		18,460	152.63%
EXPENDITURES	214	51,635	0	51,635	44,500		7,135	86.18%
OTHER FINANCING SOURCES								
Transfers In	214	0	0	0	0		0	n/a
Transfers (Out)	214	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	214				9,035			
MUNICIPAL STREET REVENUES	216							
GRT - Infrastructure (1/8 cent)	216	183,849	0	183,849	155,530		(28,319)	84.60%
GRT - Municipal	216	0	0	0			0	n/a
Gasoline Tax - (1 cent / 2 cent)	216	170,600	0	170,600	176,000		5,400	103.17%
Motor Vehicle - Registration (all)	216	0	0	0			0	n/a
State Grants	216	2,629,963	0	2,629,963	987,908		(1,642,055)	37.56%
Federal Grants	216	3,500,000	0	3,500,000	1,169,728		(2,330,272)	33.42%
Miscellaneous	216	1,500	0	1,500	400		(1,100)	26.67%
TOTAL Revenues		6,485,912	0	6,485,912	2,489,566		(3,996,346)	38.38%
EXPENDITURES	216	7,807,139	0	7,807,139	2,980,323		4,826,816	38.17%
OTHER FINANCING SOURCES								
Transfers In	216	400,000	0	400,000	0		(400,000)	0.00%
Transfers (Out)	216	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		400,000	0	400,000	0		(400,000)	0.00%
Excess (deficiency) of revenues over expend	216				(490,757)			
RECREATION REVENUES	217							
Cigarette Tax - (1 cent)	217	0	0	0	0		0	n/a
Miscellaneous	217	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	217	0	0	0	0		0	n/a

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance %
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
OTHER FINANCING SOURCES								
Transfers In	217	0	0	0	0		0	n/a
Transfers (Out)	217	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	217				0			
INTERGOVERNMENTAL GRANTS REVENUES	218							
State Grants	218	0	0	0	0		0	n/a
Federal Grants	218	0	0	0	0		0	n/a
Miscellaneous	218	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	218	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	218	0	0	0	0		0	n/a
Transfers (Out)	218	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	218				0			
SENIOR CITIZENS REVENUES	219							
State Grants	219	0	0	0	0		0	n/a
Federal Grants	219	0	0	0	0		0	n/a
Miscellaneous	219	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	219	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	219	0	0	0	0		0	n/a
Transfers (Out)	219	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	219				0			
DWI REVENUES	223							
State - Formula Distribution (DFA)	223	0	0	0	0		0	n/a
State - Local Grant (DFA)	223	0	0	0	0		0	n/a
State Other	223	0	0	0	0		0	n/a
Federal Grants	223	0	0	0	0		0	n/a
Miscellaneous	223	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	223	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	223	0	0	0	0		0	n/a
Transfers (Out)	223	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expend	223				0			
OTHER - SPECIAL REVENUES	299							
REVENUES	299	382,400	0	382,400	310,398		(72,002)	81.17%
EXPENDITURES	299	386,700	0	386,700	400,098	0	(13,398)	103.46%
TOTAL -OTHER FINANCING SOURCES	299	(8,000)	0	(8,000)	12,000		20,000	(150.00%)
Excess (deficiency) of revenues over expend	299				(77,700)			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
ECONOMIC DEVELOPMENT							
REVENUES	200	0	200	250		50	125.00%
EXPENDITURES	0	0	0		0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				250			
IMPACT/DEVELOPMENT FEES							
REVENUES	100	0	100	3,404		3,304	3404.00%
EXPENDITURES	0	0	0		0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	(38,000)	0	(38,000)	(38,000)		0	100.00%
TOTAL - OTHER FINANCING SOURCES	(38,000)	0	(38,000)	(38,000)		0	100.00%
Excess (deficiency) of revenues over expenditures				(34,596)			
AIRPORT							
REVENUES	382,100	0	382,100	306,744		(75,356)	80.28%
EXPENDITURES	386,700	0	386,700	400,098		(13,398)	103.46%
OTHER FINANCING SOURCES							
Transfers In	30,000		30,000	50,000		20,000	166.67%
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	30,000	0	30,000	50,000		20,000	166.67%
Excess (deficiency) of revenues over expenditures				(43,354)			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS		Budget Balance	Budget Variance %
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
FUND 299 SUMMARY							
Revenue - TOTAL	\$382,400	\$0	\$382,400	\$310,398		(72,002)	81.17%
Expenditures - TOTAL	\$386,700	\$0	\$386,700	\$400,098	\$0	(13,398)	103.46%
TOTAL - OTHER FINANCING SOURCES	(\$8,000)	\$0	(\$8,000)	\$12,000		\$20,000	(150.00%)

CAPITAL PROJECTS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANC ES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
GRT- Dedication	\$367,720	\$0	\$367,720	\$312,978		(\$54,742)	85.11%
GRT- Infrastructure	\$183,849	\$0	\$183,849	\$155,530		(\$28,319)	84.60%
Bond Proceeds	\$0	\$0	\$0			\$0	n/a
State Grants	\$0	\$0	\$0			\$0	n/a
CDBG funding	\$0	\$0	\$0			\$0	n/a
State Grants	\$0	\$0	\$0			\$0	n/a
Federal Grants (other)	\$319,900	\$0	\$319,900			(\$319,900)	0.00%
Legislative Appropriations	\$0	\$0	\$0			\$0	n/a
Investment Income	\$2,500	\$0	\$2,500	\$5,900		\$3,400	236.00%
Miscellaneous	\$0	\$0	\$0			\$0	n/a
TOTAL CAPITAL PROJECTS REVENUES	\$873,969	\$0	\$873,969	\$474,408		(\$399,561)	54.28%
EXPENDITURES							
Parks/Recreation	\$549,000	\$85,928	\$634,928	\$140,075		\$494,853	22.06%
Housing	\$0	\$0	\$0			\$0	n/a
Equipment & Buildings	\$0	\$94,474	\$94,474			\$94,474	0.00%
Facilities	\$0	\$0	\$0			\$0	n/a
Transit	\$0	\$0	\$0			\$0	n/a
Utilities	\$0	\$0	\$0			\$0	n/a
Airports	\$0	\$0	\$0			\$0	n/a
Infrastructure	\$200,000	(\$85,928)	\$114,072	\$111,621		\$2,451	97.85%
Debt Service Payments (P&I)-GO Bonds	\$0	\$0	\$0			\$0	n/a
Debt Service Payments (P&I)-Rev. Bonds	\$343,650	\$0	\$343,650	\$342,000		\$1,650	99.52%
Other	\$20,000	\$0	\$20,000	\$20,000		\$0	100.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	\$1,112,650	\$94,474	\$1,207,124	\$613,696	\$0	\$593,428	50.84%
OTHER FINANCING SOURCES							
Transfers In	\$38,000	\$0	\$38,000	\$38,000		\$0	100.00%
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$38,000	\$0	\$38,000	\$38,000		\$0	100.00%
Excess (deficiency) of revenues over expenditures				(\$101,288)			

DEBT SERVICE

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
GENERAL OBLIGATION BONDS [FUND 401]							
REVENUES:							
General Obligation - (Property tax)	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Other - Misc	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
General Obligation - Principal	\$0	\$0	\$0	\$0	\$0	\$0	n/a
General Obligation - Interest	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures [401]				\$0			
REVENUE BONDS [FUND 402]							
REVENUES:							
Bond Proceeds	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - GRT	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - Other	\$0	\$0	\$0	\$0		\$0	n/a
REVENUE BOND REVENUE - TOTAL	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Revenue Bonds - Principal	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Revenue Bonds - Interest	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Revenue Bond Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL DEBT SERVICE FUND EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures [402]				\$0			
OTHER DEBT SERVICE [FUND 403]							
REVENUES:							
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Loan Revenue	\$0	\$0	\$0	\$0		\$0	n/a
OTHER DEBT SERVICE REVENUE - TOTAL	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
NMFA Loan Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Board of Finance Loan Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Debt Service - Misc	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL DEBT SERVICE FUND EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures [403]				\$0			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
Water Fund							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Water Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
REVENUES							
Solid Waste							
Charges for Services	\$664,200	\$0	\$664,200	\$665,087		\$887	100.13%
Interest on Investments	\$350	\$0	\$350	\$350		\$0	100.00%
Gross Receipts - dedicated	\$0	\$0	\$0			\$0	n/a
Grants - Federal	\$0	\$0	\$0			\$0	n/a
Grants - State	\$0	\$0	\$0			\$0	n/a
Legislative Appropriation	\$0	\$0	\$0			\$0	n/a
Other	\$0	\$0	\$0	\$1,352		\$1,352	n/a
TOTAL REVENUES - Solid Waste Fund	\$664,550	\$0	\$664,550	\$666,789		\$2,239	100.34%
EXPENDITURES							
Solid Waste	\$747,221	\$0	\$747,221	\$712,429		\$34,792	95.34%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				(\$45,640)			
REVENUES							
Waste Water							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Waste Water Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Waste Water	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
REVENUES							
Airport							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Airport Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Airport	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
REVENUES							
Ambulance							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Ambulance Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Ambulance	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
REVENUES							
Cemetery							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Cemetery Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Cemetery	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
REVENUES							
Housing							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Housing Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Housing	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
REVENUES							
Parking Facilities							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Parking Facilities	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Parking Facilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
REVENUES							
JOINT UTILITY FUNDS							
Charges for Services	\$9,682,350	\$0	\$9,682,350	\$9,709,888		\$27,538	100.28%
Interest on Investments	\$17,600	\$0	\$17,600	\$30,100		\$12,500	171.02%
Gross Receipts - dedicated	\$91,930	\$0	\$91,930	\$78,738		(\$13,192)	85.65%
Grants - Federal	\$350,000	\$0	\$350,000			(\$350,000)	0.00%
Grants - State	\$0	\$0	\$0	\$113,000		\$113,000	n/a
Legislative Appropriation	\$0	\$0	\$0			\$0	n/a
Other	\$5,220,200	\$0	\$5,220,200	\$157,684		(\$5,062,516)	3.02%
TOTAL REV. - Other Enterprise Fund	\$15,362,080	\$0	\$15,362,080	\$10,089,410		(\$5,272,670)	65.68%
EXPENDITURES							
Other Enterprise Fund	\$17,784,289	\$0	\$17,784,289	\$9,738,914		\$8,045,375	54.76%
OTHER FINANCING SOURCES							
Transfers In	\$1,312,139	\$0	\$1,312,139	\$1,305,000		(\$7,139)	99.46%
Transfers (Out)	(\$1,312,139)	(\$35,000)	(\$1,347,139)	(\$1,340,000)		\$7,139	99.47%
TOTAL-OTHER FINANCING SOURCES	\$0	(\$35,000)	(\$35,000)	(\$35,000)		\$0	100.00%
Excess (deficiency) of revenues over expenditures				\$315,496			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES IRRIGATION							
Charges for Services	\$0	\$0	\$0			\$0	n/a
Interest on Investments	\$50	\$0	\$50			(\$50)	0.00%
Gross Receipts - dedicated	\$0	\$0	\$0			\$0	n/a
Grants - Federal	\$0	\$0	\$0			\$0	n/a
Grants - State	\$0	\$0	\$0			\$0	n/a
Legislative Appropriation	\$0	\$0	\$0			\$0	n/a
Other	\$13,159	\$0	\$13,159	\$13,359		\$200	101.52%
TOTAL REV. - Other Enterprise Fund	\$13,209	\$0	\$13,209	\$13,359		\$150	101.14%
EXPENDITURES							
Other Enterprise Fund	\$21,635	\$0	\$21,635	\$12,160		\$9,475	56.21%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$1,199			
REVENUES MUNICIPAL GOLF COURSE							
Charges for Services	\$448,000	\$0	\$448,000	\$211,494		(\$236,506)	47.21%
Interest on Investments	\$0	\$0	\$0			\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0			\$0	n/a
Grants - Federal	\$0	\$0	\$0			\$0	n/a
Grants - State	\$0	\$0	\$0			\$0	n/a
Legislative Appropriation	\$0	\$0	\$0			\$0	n/a
Other	\$0	\$0	\$0	\$25,782		\$25,782	n/a
TOTAL REV. - Other Enterprise Fund	\$448,000	\$0	\$448,000	\$237,276		(\$210,724)	52.96%
EXPENDITURES							
Other Enterprise Fund	\$445,650	\$0	\$445,650	\$368,864		\$76,786	82.77%
OTHER FINANCING SOURCES							
Transfers In	\$30,000	\$35,000	\$65,000	\$130,000		\$65,000	200.00%
Transfers (Out)	\$0	\$0	\$0			\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$30,000	\$35,000	\$65,000	\$130,000		\$65,000	200.00%
Excess (deficiency) of revenues over expenditures				(\$1,588)			

INTERNAL SERVICE / TRUST & AGENCY FUNDS

Period Ending: 6/30/16

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
INTERNAL SERVICE FUNDS [600]							
REVENUES							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Miscellaneous revenues	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Operating Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	#REF!
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
TRUST AND AGENCY FUNDS [700]							
REVENUES							
Investments	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Tax Revenues	\$0	\$0	\$0	\$0		\$0	n/a
Miscellaneous revenues	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
General Government/Benefits	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			

Staff Summary Report

MEETING DATE:	July 26, 2016
AGENDA ITEM:	XI. BUSINESS ITEM (C)
AGENDA TITLE:	Resolution 2016-1011 FY17 Annual Budget Adoption

ACTION REQUESTED BY:	Finance Department
ACTION REQUESTED:	Approval of Resolution 2016-1011 FY17 Annual Budget
SUMMARY BY:	Kathy Lamb

PROJECT DESCRIPTION / FACTS (Leading Department)

- Resolution 2016-1011 adopts the fiscal year 2016-2017 budget for the City of Aztec. The State Division of Local Government has granted interim approval of the City's preliminary budget on June 29, 2016. Following approval by the City Commission of the annual budget, the final budget documents will be submitted to the local government division. The city budget is to be submitted for final approval by July 31, 2016.
- The Commission provided preliminary approval to the budget during the May 31, 2016 meeting following workshop on May 24, 2016.

REVENUES (significant adjustments, not all adjustments)

- Gross receipts distribution estimates have been revised from the preliminary approval resulting in a reduction to the FY17 Revenue Budget.
 - General Fund: \$462,431 reduction
 - Road Fund: \$ 23,053 reduction
 - Capital Fund: \$ 69,836 reduction
 - Joint Utility: \$ 11,523 reduction
- NMDOT funding adjusted
 - Road Fund: \$1,063,396 increase (Arterial Ph1 adjustment based on actual percent of work completed by June 30, 2016)
 - Joint Utility: \$150,615 increase (Western Drive)

EXPENDITURES (significant adjustments, not all adjustments)

- Projects requiring re-appropriation of funding from FY16 to FY17 (not included in preliminary approval)
 - General Fund \$368,461 increase
 - Drainage Studies
 - Arterial Phase 2 – design, environmental, right of way
 - HUB Remodel and furnishings
 - 2013 & 2015 Storm Clean Up

- YCC Projects
- Road Fund \$872,000 increase
 - Arterial Phase 1B – adjusted for percent of completion as of 6/30/16
- Recreation Fund \$ 3,311 increase
 - Budget balance of cash remaining in fund for use at Minimum Park playground
- Joint Utility Fund \$718,031 increase
 - Rate Study estimate
 - Solar Farm
 - Equipment purchases not completed (Electric and Water)
 - #2 Water Plant Underdrain replacement
 - North Main Bollard Lighting
 - Reservoir #1 Improvements Design
 - Water valve and meter can replacements
 - Ute Sewer Line Replacement (between Animas and Llano)
- In addition to projects, all preliminary budgets have been reviewed and those that require adjustment to meet anticipated requirements during the FY2017 year have been included in the final budget.
- LTAB (Lodgers Tax Board) met on July 18, 2016 and approved the changes to the final budget for the Lodgers Tax Fund. The recommended increase to the expenditure budget is the result of increased tax revenues and a decrease in cash reserves to be maintained in the fund as directed by the board. The board directed the increase budget to a contingency line item which will allow the board flexibility in the use of the funds.
 - Increased Contingency Budget from \$1,000 to \$16,000
- From preliminary budget approval to the proposed final budget, adjustments have been required in multiple funds for both revenue and expenditure accounts.
 - Total increase to revenue, all funds: \$781,314
 - Total increase to expenditures, all funds: \$1,847,415

FISCAL INPUT (Finance Department)	
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Total budgeted revenues, including transfers	\$32,737,433
Total budgeted expenditures, including transfers	38,297,868
Total transfers between funds	\$ 1,678,000

The difference between budgeted revenues and budgeted expenditures is \$5,560,435 requiring the use of cash reserves, primarily in General Fund, State Fire Fund, Capital Project Fund and Joint Utility.

SUPPORT DOCUMENTS:

Resolution 2016-1011 including Exhibit A Budget Recap

DEPARTMENT'S RECOMMENDED MOTION: Move and Second Approval of Resolution 2016-1011 FY17 Annual Budget Adoption

New Mexico Department of Finance and Administration
Local Government Division
Budget Request Recapitulation
ROUNDED TO NEAREST DOLLAR

MUNICIPALITY:
CITY OF AZTEC

Fiscal Year 2016-2017

FUND TITLE	FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @JULY 1	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
GENERAL FUND - Operating (GF)	101	\$552,323	\$1,665,513	5,147,354	(35,000)	6,704,331	\$625,859	558,694	\$67,165
CORRECTION	201	\$13,184		84,000	25,000	109,000	\$13,184		\$13,184
ENVIRONMENTAL GRT	202			0	0	0	\$0		\$0
EMS	206			0	0	0	\$0		\$0
ENHANCED 911	207			0	0	0	\$0		\$0
FIRE PROTECTION FUND	209	\$113,965	\$568,624	154,369	0	787,372	\$49,586		\$49,586
LEPF	211	\$1,072		27,800	0	28,800	\$72		\$72
LODGERS' TAX	214	\$8,322	\$41,524	40,075	0	66,000	\$23,921		\$23,921
MUNICIPAL STREET	216	\$140,114		10,510,074	0	10,612,678	\$37,510		\$37,510
RECREATION	217		\$3,311	0	0	3,311	\$0		\$0
INTERGOVERNMENTAL GRANTS	218			0	0	0	\$0		\$0
SENIOR CITIZEN	219			0	0	0	\$0		\$0
DWI PROGRAM	223			0	0	0	\$0		\$0
OTHER	299	\$21,203	\$116,129	790,470	(70,000)	777,777	\$80,025		\$80,025
CAPITAL PROJECT FUNDS	300	\$718,204	\$298,758	718,139	0	1,323,650	\$411,451		\$411,451
G. O. BONDS	401			0	0	0	\$0		\$0
REVENUE BONDS	402			0	0	0	\$0		\$0
DEBT SERVICE OTHER	403			0	0	0	\$0		\$0
ENTERPRISE FUNDS	500								
Water Fund				0	0	0	\$0		\$0
Solid Waste		\$22,357	\$111,548	664,550	0	761,763	\$36,692		\$36,692
Waste Water				0	0	0	\$0		\$0
Airport				0	0	0	\$0		\$0
Ambulance				0	0	0	\$0		\$0
Cemetery				0	0	0	\$0		\$0
Housing				0	0	0	\$0		\$0
Parking				0	0	0	\$0		\$0
JOINT UTIL O&M, R&R, WTR RIGHTS AC		\$1,925,278	\$11,318,148	14,303,488	0	16,737,167	\$10,809,747		\$10,809,747
IRRIGATION FUND		\$15,800	\$78,834	13,309	0	31,765	\$76,178		\$76,178
0				0	0	0	\$0		\$0
MUNICIPAL GOLF COURSE FUND		\$12,912		283,805	80,000	354,254	\$22,463		\$22,463
INTERNAL SERVICE FUNDS	600			0	0	0	\$0		\$0
TRUST AND AGENCY FUNDS	700			0	0	0	\$0		\$0
Grand Total		\$3,544,734	\$14,202,389	\$32,737,433	\$0	\$38,297,868	\$12,186,688	\$558,694	\$11,627,994

Resolution 2016-1011
State Of New Mexico, City Of Aztec
2016-2017 BUDGET ADOPTION, 103rd FISCAL YEAR

WHEREAS, the Governing body in and for the City of Aztec, State of New Mexico has developed a budget for fiscal year 2016-2017, and

WHEREAS, said budget was developed on the basis of need and through cooperation with all departments, elected officials and other department supervisors; and

WHEREAS, the official meeting for the review of the annual budget were duly advertised and held on May 24, 2016. Preliminary approval of the budget was provided on May 31, 2016. The adoption of the final budget was posted and included on the July 26, 2016 Commission Meeting Agenda as required by the State Open Meetings Act; and

WHEREAS, it is the majority opinion of this Commission that the proposed budget meets the requirements as currently determined for fiscal year 2016-2017 and the 2016-2017 Municipality Recap is attached hereto as EXHIBIT "A".

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the City of Aztec, State of New Mexico, hereby adopts the budget herein above described and respectfully requests approval from the Local Government Division of the Department of Finance of Administration.

RESOLVED: In session this 26th day of July, 2016.

MUNICIPAL GOVERNING BOARD
AZTEC, NEW MEXICO

Mayor Sally Burbridge

Mayor Pro-Tem Sherri A. Sipe

Commissioner Katee McClure

Commissioner Austin R. Randall

Commissioner Sheri L. Rogers

ATTEST:

Karla Sayler, CMC

Staff Summary Report

MEETING DATE:	July 26, 2016
AGENDA ITEM:	XI. BUSINESS ITEMS (D)
AGENDA TITLE:	Resolution 2016-1012 Sunday Sales of Alcoholic Beverages at Public Celebrations

ACTION REQUESTED BY:	City Staff
ACTION REQUESTED:	Approve Resolution 2016-1012
SUMMARY BY:	Delain George

PROJECT DESCRIPTION / FACTS

- Several public celebrations are held in the City of Aztec each year. Many of these celebrations are held Friday through Sunday at our City Parks, City Streets and City Facilities.
- Several public celebrations serve alcohol at the event, excluding Sundays, after obtaining and approved Public Celebration Permit from New Mexico Alcohol and Gaming Division.
- Event sponsors have stated an interest to serve alcohol on Sundays.
- Under Chapter 60, Articles 6A-12 (B), NMSA 1978 defines “public celebration” as used in Chapter 60-6A-12 “public celebration” includes any state fair, county fair, community fiesta, cultural or artistic performance or professional athletic competition of a seasonal nature or activities held on an intermittent basis.
- Under Chapter 60, Articles 6A-12 (F), NMSA 1978 states: Any person holding a dispenser’s license in a local option district in which Sunday sales of alcoholic beverages are not otherwise permitted pursuant to the Liquor Control Act [60-3A-1 NMSA 1978] may dispense beer and wine on Sunday at any public celebration for which it has received a concession from the governing body in charge of the public celebration, provided the governing body of that local option district has by resolution expressly permitted such beer and wine sales on Sunday at that public celebration in accordance with the provisions of this section.
- After discussion and review by Mr. Thrower, Josh Ray, City Manager and Delain George, Business License Officer, and receiving additional clarifications from Alcohol and Gaming Division Deputy Director, Debra Lopez the result was that : Upon completing a special resolution by the City Commission, and with approval by the State of New Mexico Alcohol and Gaming Division for the winegrower and brewer, Public Celebrations **can allow** Sunday alcohol sales by local winegrowers and brewers. The term local refers to all New Mexico Small Brewers and Winegrowers.
- The resolution before you, lists events recommended for consideration for approval on an annual basis.
- Each year a resolution will be presented to Commission to approve events that would be allowed to sale beer and wine on Sundays at public celebrations only.
- If a public celebration, not listed in the resolution, wants to sell alcohol on Sundays, a resolution would need to be presented before commission allowing that specific event to sell on alcohol on Sunday. Should this event be a recurring event, the event would be added to the next annual resolution.

FISCAL INPUT / FINANCE DEPARTMENT (if applicable)

\$25.00 for each public celebration permit. Possible of \$100 for the 4 current events listed.

SUPPORT DOCUMENTS: Resolution 2016-1012

DEPARTMENT'S RECOMMENDED MOTION: Approve Resolution 2016-1012 Allowing Recognized Public Celebrations To Sell Beer And Wine On Sundays During The Specific Event

City of Aztec
Resolution 2016-1012

A resolution identifying certain events within the City of Aztec as approved to sell beer and wine at public celebrations held within the City Limits of Aztec.

WHEREAS, the City of Aztec recognizes the need for public celebrations to be able to sell beer and wine on Sundays;

WHEREAS, Upon completing a special resolution by the City Commission, and with approval by the State of New Mexico Alcohol and Gaming Division for the winegrower and brewer, Public Celebrations **can allow** Sunday alcohol sales by local winegrowers and brewers. The term local refers to all New Mexico Small Brewers and Winegrowers.

WHEREAS, Aztec Municipal Code Section 4-3 (8) provides for written permission to be obtained by the City Commission to sell alcohol at public celebrations;

WHEREAS, if a public celebration is not listed on this resolution and would like to have Sunday alcohol sales, the sponsor of the event must present to the City Commission for approval for Sunday alcohol sales at their event.

NOW THEREFORE BE IT RESOLVED that the governing body of the City of Aztec recognizes the following events as public celebrations allowed to sell beer and wine on Sunday in the City of Aztec:

Aztec Highland Games and Celtic Music Festival
Animas River Blues and Brews Festival
Fiesta Days
Mac & Cheese Fest
Aztec Sparkles

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2016.

CITY OF AZTEC

Sally Burbridge, Mayor

ATTEST

Karla Sayler, City Clerk