

**Regular Meeting of the Finance Committee  
Held in the Conference Room at City Hall  
Thursday, February 7, 2019**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 18-55.

**ROLL CALL**

The meeting convened at 8:02 a.m. with Chairman Grant presiding; Councilors Henderson, Roebuck, and Stubbs being present.

Staff present: Monica Garcia, Chanel Rey, Juanita Jennings, Becky Hicks, Sharon Coll, Mike Matthews, Juan Fuentes, Joe Neeb, Frank Montoya, Allison Gray, Elizabeth Gilbert, Eric Mann, Devin Graham, Aaron Holloman, Kevin Dillon, Sharene Brooks, Renee Trujillo, Jim Burrell, Jeff Bechtel, Mike Stanton, and Bill Morris.

Guests present: Alison Penn, Councilor Best, Rita Kane-Doerhoefer, Mayor Kintigh, Christopher Palmer, Bud Kunkel, John Mulcahy, Tawnie Honey, Peter Charnisky, Marlin Wells, and Larry Connolly.

**APPROVAL OF AGENDA**

Councilor Henderson moved to approve the February 7, 2019, Finance Committee meeting agenda as presented. Councilor Roebuck was the second. A voice vote was unanimous, and the motion passed 4-0.

**APPROVAL OF MINUTES**

Councilor Stubbs moved to approve the minutes from the January 3, 2019, regular Finance Committee meeting as presented. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

**NON-ACTION ITEMS**

Informational Reports: Reports were included in the agenda packet. Ms. Garcia and Ms. Hicks were present to answer questions.

Personnel Analysis Minimum Wage Increase Legislation: Ms. Hicks discussed the proposed increases in New Mexico minimum wage.

Tyler Update: Ms. Garcia discussed the Tyler update. Staff was present to answer questions.

**ACTION ITEMS**

Discussion & Direction – Lodgers’ Tax Policy Revision: Ms. Jennings presented the request to amend the Lodgers’ Tax Event Use policy. The amendment would include a different option for event organizers to allow the City of Roswell’s Public Affairs/Agency to purchase media on behalf of the event organizer for their awarded amount funded through Lodgers’ Tax. Councilor Stubbs moved to send to full City Council approval of the Lodgers’ Tax Policy Revision with the following change:

- Add language under 4.0 section 2. “according to the United States Travel and Tourism Association” at the end of the sentence.

Councilor Henderson was the second a voice vote was 2-2, and the motion failed. Councilor Roebuck moved to make an amended motion to change 50 to 30 under 4.0 section 2. Councilor Grant was the second a voice vote was 2-2, and the motion failed.

Discussion & Direction – Special Event Fees: Ms. Jennings presented the information for direction on the fees for Special Events. Staff was present to answer questions. No action was taken. Councilor Grant requested to have the item placed on the City Council’s next available agenda as a directional item.

Resolution 19-XX – Cost Recovery Guidelines for Special Events: Ms. Jennings presented the information for direction on the fees for Special Events. Staff was present to answer questions. No action was taken. Councilor Grant requested to have the item placed on the City Council’s next available agenda as a directional item.

Resolution 19-XX – Certification of Correctness of Physical Inventory of Assets: Ms. Garcia presented the request for approval of Resolution 19-XX authorizing the Certification of Correctness of the Physical Inventory of Assets for Fiscal Year Ending June 30, 2018. Councilor Stubbs moved to send to full City Council approval of Resolution 19-XX Certification of Correctness of Physical Inventory of Assets with word changes that do not change the substance of the resolution. Councilor Roebuck was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Authorizing the Execution and Delivery of a Master Lease: Ms. Hicks presented the request for approval of Resolution 19-XX Authorizing the Execution and Delivery of a Master Lease. Staff was present to answer questions. Councilor Stubbs moved to send to full City Council approval of Resolution 19-XX Authorizing the Execution and Delivery of a Master Lease. Councilor Henderson was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Health Insurance Premium Deduction: Ms. Gilbert presented the request for approval of Resolution 19-XX Health Insurance Premium Deduction. Staff was present to answer questions. Councilor Henderson moved to send to full City Council approval of Resolution 19-XX to formally establish the City’s health insurance premium coverage level. Councilor Stubbs was the second. A voice vote was unanimous, and the motion passed 4-0.

Resolution 19-XX – Budget Amendment EDC Project Airport: Ms. Garcia presented the request for Resolution 19-XX Budget Amendment EDC Project Airport. The resolution instructs staff to continue working with EDC and provide the funding to reimburse the facility upgrade services provided by EDC. Staff was present to answer questions. Mr. Charnisky, Mr. Kunkel and Mr. Mulcahy were present to answer questions. Councilor Henderson moved to send to full City Council approval of Resolution 19-XX Budget Amendment EDC Project Airport. Councilor Stubbs was the second. A voice vote was unanimous, and the motion passed 4-0.

EDC Project Services Agreement Amendment: Mr. Holloman presented the request for approval of the First Amendment to Project Services Agreement with the Roswell Chaves County Economic Development authorizing the expenditure of money up to \$700,000 for project services. Staff was present to answer questions. Councilor Henderson moved to send to full City Council approval of the First Amendment to Project Services Agreement with the Roswell Chaves County Economic Development authorizing the expenditure of money up to \$675,000. Councilor Roebuck was the second. A voice vote was unanimous, and the motion passed 4-0.

Discussion & Direction – Relocation of the Rocket Slide: Mr. Morris presented the potential sites and recommendation for relocation for the renovated Rocket. Nine potential sites were presented to relocate the slide. Councilors requested the cost for three locations be brought back to Finance Committee at its next regular meeting. The three locations include the Splash Pad on East Second, Spring River Park & Zoo signage corner, and the Margot Purdy Park. No motion was made.

Discussion & Direction of FY2020 Revenue Projections: This item was not discussed, but will be held at a Special Finance Committee Meeting towards the end of February.

#### **PUBLIC PARTICIPATION**

Mr. Connolly commented on the Rocket Slide.

#### **ADJOURN**

The meeting adjourned at 10:26 a.m.