

Budget Workshop
May 8, 2018

The Colfax County Board of Commissioners met on this date in a Budget Workshop in the Commission Chambers with the following members present:

William Sauble, Chairman
Landon Newton, Vice-Chairman
Roy Fernandez, Member
Terrence Kamm, County Attorney

Also present were: Mary Lou Kern, County Manager; Rayetta M. Trujillo, County Clerk; and Joana Apodaca, Financial Specialist

Chairman Sauble called the workshop to order at 11:03 a.m. The purpose of the workshop was to discuss the budget for 2018-2019.

Others in attendance were: Amanda Segura, Leonard M Baca Jr., Jared Moreno, Linda Gallegos, Carol Bridge, Kathy M. Trujillo, Lydia M. Garcia, Glen Stevens, and Robert Thompson.

Discussion during the workshop included:

Financial Specialist Joana Apodaca stated everyone received a copy of the 2018-2019 Preliminary #3 Budget and the changes added. Joana stated Chairman Sauble brought to her attention the Debt Service for the NMFA Loan concerning the Detention Center's Debit Service was budgeted out of the additional 1/12th GRT. The recap sheet shows \$30,000.00 of Debt Service now coming out of the Capital Fund 551. She stated after verification with the NMFA Loan Document Intercept Agreement and the changes made deliver a positive overall balance of \$6,119.00. She explained the NMFA Loan gives a percentage of the GRT and is allocated into different parts of funding. Joana stated the 551 Gross Receipts Tax is being intercepted for Debit Service. Joana asked if there were any questions over the change but no questions were raised.

Joana stated the main changes were in the salaries with a 4% increase for insurance and the clothing allowance requested by the Maintenance Department which are reflected in the salary schedule. She stated the next salary schedule will include all salary increases currently awarded including the County Manager's 2% increase. Joana stated the Expenditures were inaccurate and were adjusted for the expansion of the Detention Center. She stated the Care of Prisoners Fund doubled because it is used to supply different items to the inmates being housed at the Detention Center. The Feeding of Prisoners, Commissary, and Medical Care Fund were all increased on Preliminary Budget #3 due to the expansion of the Detention Center. She stated with the additional increases she transferred \$245,000.00 from General Fund to the Collections Fund to cover the additional increases. Joana asked if there were any questions but no questions were raised.

Joana presented a letter from County Assessor Linda Gallegos. Joana suggested Linda address the Commission with her additional requests. Linda stated she is requesting an increase of \$15,000.00 in the General Fund Budget for the replacement of a main server. She also stated 4 desk top computers need replacing for a total of \$6,000.00. She is requesting the two amounts be divided up between the General Fund and the Property Valuation Fund. She stated in 2017-2018 she budgeted \$10,300.00 for Capital Outlay-Vehicles which was carried over. Linda stated the Assessor's Office has a 4% increase each year in IT Services and Supplies. She stated the \$7,000.00 increase is for software maintenance. Linda also stated there is a \$3,500.00 increase for Incentive Pay for staff to obtain higher qualifications. She stated she is requesting an additional amount of \$13,500.00 for the 2018-2019 fiscal year. Linda stated she is requesting an increase in the General Fund of \$6,300.00 for Elected Officials and \$5,355.00 for full-time positions. She stated the Governor signed off on the increase for Elected Officials and the Board will then approve the increase through Resolution. Linda stated the salary increase will be effective January 1, 2019 if approved and her request is for a 10% increase for Elected Officials. There was discussion over the IT upgrades and salary increases. Chairman Sauble questioned what the General Fund increased to after all items were added to the budget. Joana stated the General Fund budget increased \$39,225.00 which included the Assessor Department's insurance increases, computer upgrades, replacement of the main server, new lap tops, and for the two salaries of the Newly Elected Official and Chief Deputy. There was discussion and questions over the requested increase. Joana stated Linda will budget \$7,500.00 from the 485 and \$7,500.00 from the General Fund. Joana