

**CITY OF CLOVIS  
FINANCE COMMITTEE  
AGENDA**

**2:00 p.m.  
Wednesday, January 18, 2017**

**Small Conference Room  
Bert Cabiness City Government Center  
321 Connelly Street  
Clovis, New Mexico**

1. Call to Order.
2. Roll Call.
3. Approval of Finance Committee Minutes of October 19, 2016.
4. Finance Report, Ms. Leighann Melancon.
5. For the good of the order.
6. Adjournment.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

STATE OF NEW MEXICO )  
COUNTY OF CURRY ) ss.

The City of Clovis Finance Committee met in regular session Wednesday, January 18th, 2017 in the Conference Room, Bert Cabiness City Government Center, 321 Connelly, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor Lansford, Chairman  
Mayor Pro Tem Garza  
Commissioner Madrid  
Commissioner Elliott  
Mr. Larry Fry  
Ms. Leighann Melancon

ALSO PRESENT:

Ms. Vicki Reyes

Mayor Lansford called the meeting to order at 2:02 p.m. and established the presence of a quorum.

### **Agenda Item No. 3 - Approval of minutes**

Mayor Pro Tem Garza made a motion to approve the minutes of October 19, 2016 as presented; Commissioner Elliott seconded the motion, which passed by acclamation.

### **Agenda Item No. 4 - Finance Report**

Ms. Melancon gave the Monthly Investment Report as follows:

General Fund 1 - \$7,817,484.86  
Solid Waste Fund 2 - \$1,879,934.43  
Environmental Tax Fund 6 - \$5,698,768.11  
Wastewater Fund 10 - \$4,213,414.34  
Airport Fund 12 - \$175,189.12  
Colonial Golf Course Fund 19 - \$132,888.21  
Streets 2015 GRT Improvements Fund 24 - \$1,578,306.98  
Worker's Comp P&L Fund 48 - \$1,949,597.10  
Infrastructure Imp Fund 60 - \$354,336.06  
Special Parks Imp Fund 61 - \$513,277.94  
Civic Center Fund 62 - \$513,277.94  
Designated Cash Fund 63 - \$1,260,290.63  
Economic Development Fund 64 - \$2,599,549.80  
Capital Outlay 1/4% Fund 65 - \$776,614.49  
Water 1/4% GRT Fund 66 - \$2,652,010.51  
Special Streets Fund 75 - \$1,273,732.32  
Capital Projects Fund 87 - \$973,361.80

Drainage Improv Fund 88 - \$352,410.56

Beginning cash and investments was \$44,505,952.96 and ending cash and investments was \$42,031,825.38. The breakdown is \$19,170,189.91 Cash in Bank, \$5,970,611.87 in CD's with Citizen's Bank and \$16,891,023.60 in the State Investment Pool. Interest earned for the month was \$7,348.24 and for the year to date \$45,682.63. The state pool was paying .4295% for December.

Mr. Fry stated there is so much uncertainty with the legislature. Mayor Lansford asked if there was any discussion about repealing the repeal of the hold harmless. Mr. Fry stated there has not been. Mayor Lansford asked if they have heard anything regarding the food tax. Mr. Fry stated that one has a possibility. He was not sure that the Governor would sign a food tax. Ms. Melancon asked if there would be one introduced to accelerate the entire payback. Mr. Fry stated he had not heard of one.

Mayor Lansford asked when they would have to introduce an ordinance in order to implement any or all of the 1/8<sup>th</sup> by July 1. Mr. Fry stated it has to be approved and in Santa Fe by March 31st. Mayor Lansford asked if they were working towards a recommendation to that. Mr. Fry stated they can come up with something that would try to replace the lost income. Mayor Lansford stated the commission is going to have to decide if they are going to implement one or all of the eighths.

Mayor Lansford stated the second issue they have to deal with is the shooting range and how much that is going to cost ultimately. Commissioner Elliott stated they have some good people working on the shooting range. Mayor Pro Tem Garza asked if there have been any questions regarding fixing the road to the shooting range. Commissioner Elliott stated there was one person that they had to fix the dip there. Mayor Pro Tem Garza stated he was talking about CR 2. Mr. Fry stated that could be bladed.

Mr. Fry stated it may be necessary to have a special meeting within this group depending on the legislative session goes. Mayor Lansford stated it would be a good idea to find out from the New Mexico Municipal League how many communities have delayed and how many will delay.

#### **Agenda Item No. 5 - For the good of the order**

Ms. Melancon asked if they wanted to discuss the results of the comp study. Mr. Fry stated they are still looking into it and will need to meet internally to determine what recommendations need to come forward. Five of the commissioners were able to meet with Mr. Yermal on this.

#### **Agenda Item No. 6 - Adjournment**

There being no further business to come before the committee the meeting adjourned at 2:33 p.m.

**CITY OF CLOVIS  
FINANCE COMMITTEE  
AGENDA**

**2:00 p.m.  
Wednesday, April 19, 2017**

**Library Conference Room  
701 N. Main Street  
Clovis, New Mexico**

1. Call to Order.
2. Roll Call.
3. Approval of Finance Committee Minutes of January 18, 2017.
4. Finance Report, Ms. Leighann Melancon.
5. Request for discussion and recommendation regarding funding for lighting and bleachers at Ned Houk Motorsports, Larry Fry.
6. Request for discussion and recommendation regarding funding for air wall at the Civic Center, Larry Fry.
7. Request for discussion and recommendation for allocation of up to \$400,000 of non-recurring funds for Clovis Archery and Wing Shooting Training Center, Larry Fry.
8. Request for discussion and recommendation regarding Position Classification Review, Employee Benefits and Compensation Plan Study, Larry Fry.
9. For the good of the order.
10. Adjournment.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

STATE OF NEW MEXICO )  
COUNTY OF CURRY ) ss.

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Mayor Lansford, Chairman  
Mayor Pro Tem Garza, Vice Chair  
Commissioner Madrid (via telephone)  
Commissioner Elliott  
Mr. Larry Fry

ABSENT: Ms. Leighann Melancon

ALSO PRESET: Ms. Claire Burroughes

Mayor Lansford called the meeting to order at 2:00 p.m. and established the presence of a quorum.

### **Agenda Item No. 3 - Approval of minutes**

Mayor Pro Tem Garza made a motion to approve the minutes of January 18, 2017 as presented; Commissioner Elliott seconded the motion, which passed by acclamation.

### **Agenda Item No. 4 - Finance Report**

General Fund 1 - \$7,716,471.27  
Environmental Tax Fund 6 - \$5,823,806.02  
Airport Fund 12 - \$92,349.52  
Colonial Golf Course Fund 19 - \$132,036.00  
Streets 2015 GRT Improvements Fund 24 - \$1,354,931.97  
Worker's Comp P&L Fund 48 - \$1,843,043.00  
Infrastructure Imp Fund 60 - \$477,880.59  
Civic Center Fund 62 - \$544,633.23  
Designated Cash Fund 63 - \$1,437,138.91  
Economic Development Fund 64 - \$2,810,589.14  
Capital Outlay 1/4% Fund 65 - \$888,283.81  
Water 1/4% GRT Fund 66 - \$3,101,394.21  
Special Streets Fund 75 - \$1,261,189.01  
Drainage Improv Fund 88 - \$475,751.51

Beginning cash and investments was \$42,895,781.58 and ending cash and investments was \$43,806,338.82. The breakdown is \$20,944,703.35 Cash in Bank, \$5,970,611.87 in CD's with

Citizen's Bank and \$16,891,023.60 in the State Investment Pool. Interest earned for the month was \$8,710.98 and for the year to date \$70,769.73. The state pool was paying .59%.

Mayor Lansford explained the page with available cash reserve and limitations on use of funds to Mr. Phelps. He stated they asked of this so that they could know in each line item what dollars were not encumbered. They identified two accounts that they felt had too much money in them, worker's comp and the ICMA forfeiture. The ICMA forfeiture has about 30 years of employees that worked less than the vested period so all of city's contributions for the employee are lost and goes back into the ICMA funds and the city gets a credit. They have identified close to \$4 million over a period of two years to spend on things they are neglecting and one of those is the shooting range. Mr. Fry stated they are required to maintain 1/12th of their annual operating expenditures in the general fund.

Mr. Phelps asked if they are limited to what they can invest in. Mr. Fry stated they are somewhat limited but they are not necessarily maximizing the type of investments they should be doing. Mayor Lansford asked if Plateau had a lot of cash reserves invested in highly producing instruments. Mr. Phelps stated they were not too aggressive, but they tried to average about 4%.

Ms. Burroughes stated they had nonrecurring funds from the current fiscal year that have been expended now and part of that money is being spent at City Hall. There is \$700,000 that hasn't been spent that will be spent on updating the financial systems.

**Agenda Item No. 5 - Request for discussion and recommendation regarding funding for lighting and bleachers at Ned Houk Motorsports**

Ms. Burroughes stated they had two parks boards meetings that the Ned Houk Motorsports group attended and asked for funding for lighting and bleachers. This was tabled at the March 6th Parks meeting and Mayor Pro Tem Garza suggested this be brought to the Finance Committee meeting. The agreement with the motor speedway does not include the City of Clovis from spending any money on them. That has not stopped the commission in the past from giving money to the group. Mayor Pro Tem Garza stated Mr. Richards informed them that there was a contract so therefore, there was not any commitment from the city to help them in any way shape or form. The city does help other groups that they are in agreement with. Commissioner Martin stated at one of the meetings that the city needs to come up with some kind of help for them. They claim they need the help and that they are bringing people into the community.

Commissioner Madrid stated parks has bleachers that they can give to them so all the city would have to come up with is \$47,000 for the lights. Commissioner Elliott stated the bleachers at the softball field are going to be replaced so they could have those, but it was his understanding that they didn't want to use those. Ms. Burroughes stated she was not aware of that. Commissioner Elliott asked if they had lighting that could be refurbished. Ms. Burroughes said Mr. Adams stated that the power they were going to bring from the shooting area would help them. Commissioner Elliott stated Parks has several bleachers that could be usable. Ms. Burroughes stated Mr. Harris was interested in those bleachers. Commissioner Madrid stated they wanted LED lighting because it gives off more light.

Mayor Lansford stated the parks fund shows \$200,000. He asked if that money was obligated for anything. Mr. Fry stated it is designated for parks purposes. Ms. Burroughes stated they will have to spend some money at Colonial for the swimming pool. Mayor Lansford asked how much money they are adding a month to that parks fund. Mr. Fry stated year to date revenues are \$369,000.

Mayor Pro Tem Garza stated he has tried to explain that just because the Model Airplane Club is relocating and the city is paying for it that doesn't mean that they have the money. That came from the fund that had the easements. Ms. Burroughes stated they were physically displaced. Mayor Pro Tem Garza stated the shooting range is coming from Game & Fish and not the city pushing for it.

Mayor Lansford stated when they are talking about bleachers they are talking safety issues and the city owns that facility. Mayor Pro Tem Garza stated they are trying to accommodate everyone, but this is not really a government responsibility to fund everyone that wants money. Commissioner Elliott stated if the city sees that they are doing well then maybe next year they can help with lighting, but if the bleachers are a safety issue then they might need to do that. Mayor Pro Tem Garza stated every sport on city property are self sufficient. When they have a group that is coming to the city that is not really making money, but they need the help because of safety issues the city needs to provide what they can afford.

Mayor Lansford asked if they have looked into refurbishing the bleachers they have now. Commissioner Elliott stated they may want to look at the bleachers.

Commissioner Elliott made a motion to either refurbish the bleachers or replace them at a cost of up to \$50,000 and refer back to the Parks Board for a recommendation to the commission. Mayor Lansford stated if they purchase new bleachers they will belong to the city. He asked what would happen if they refurbish them. Mr. Fry stated they need to find out for sure if Ned Houk Motorsports owns the current bleachers. Mayor Lansford asked if they could take ownership of the bleachers if the city chooses to refurbish them. Mr. Fry stated that is probably what they would want to do. Commissioner Elliott amended his motion to include the bleachers becoming property of the city if they choose to refurbish them. Mayor Pro Tem Garza stated he would feel more comfortable with money coming out of parks. Mr. Fry stated it would be more helpful to have Ms. Melancon present during that conversation. Mayor Lansford suggested having staff present the commission with options on where the money will come from for the bleachers. The motion carried by acclamation.

#### **Agenda Item No. 6 - Request for discussion and recommendation regarding funding for air wall at the Civic Center**

Mr. Fry stated the Civic Center has made a request that the air wall be replaced. The Civic Center Committee has voted to recommend to this committee and the Commission that \$50,000 be allocated to buy a new air wall to replace the current one. Mayor Lansford asked which fund this would come out of. Mr. Fry stated this would come out of fund 62, the civic center fund has \$544,000 in it. Mayor Lansford asked if the current air wall was functional at all. Mr. Fry stated it is practically not functional. Mayor Pro Tem Garza made a motion to approve a \$50,000

expenditure from the civic center fund 62; Commissioner Elliott seconded the motion, which passed by acclamation.

**Agenda Item No. 7 - Request for discussion and recommendation for allocation of up to \$400,000 of non-recurring funds for Clovis Archery and Wing Shooting Training Center**

Mr. Fry stated there is \$1.1 million identified in the nonrecurring funds that has not been allocated. If it is desired this could come out of that fund. Commissioner Elliott stated if they get the 3-1 match it will be around \$250,000. The biggest problem is the environmental study, which is \$41,000 and that has to be done before they can submit the application. Mayor Lansford asked if the commission decides the building by themselves will there be enough between the \$250,000 and the \$400,000 for them to buy it. Commissioner Elliott stated it was less than \$300,000. Ms. Burroughes stated they would have to pay another \$70,000 for the first year operation costs. The building cost is \$289,134. Mayor Lansford stated Game & Fish wanted a 50 year agreement because they are paying for a big piece of the city's infrastructure, particularly the building. If the city owns the building instead of Game & Fish participating in it then the city does not have to have a 50 year agreement. Ms. Burroughes stated it would be either a 20 year or 50 year. It would depend on the life span of whatever they are paying for.

Ms. Burroughes stated they also can use the environmental study money as match money against the application. Mr. Phelps asked if Game & Fish have committed to the 3-1 match. Ms. Burroughes stated they told the city that's what it would be, but they haven't committed to giving the money. Mr. Phelps asked if this was just to approve moving forward and putting in the application. Mr. Fry stated it also having enough money set aside to the do the project should it be approved.

Commissioner Elliott stated in Texas the schools are very involved with 4H. Mayor Lansford stated they need an endorsement from Clovis Schools. Commissioner Elliott thought they could get letters. Ms. Burroughes stated they should get letters of support from everyone that will be part of the management group.

Ms. Burroughes stated her concern is if the city pays the \$289,000 for the building then that is the largest part of the archery. They had to find a hook because they are not doing the rifle shooting, but the archery is something that could be fundable. If they take the building out of the equation, that is where the archery is happening, then how will get a grant. Commissioner Elliott stated archery has to be in it.

Commissioner Elliott made a motion to allocate up to \$400,000 of nonrecurring funds for Clovis Archery and Winged Shooting Training Center; Commissioner Madrid seconded the motion. Ms. Burroughes asked if the motion was for the whole thing. Commissioner Elliott stated it was. The motion carried by acclamation.

Mayor Lansford asked if would be appropriate to make a motion that it is the desire of the finance committee for these activities at Ned Houk Park to be revenue and expenditure neutral so that they need to charge the fees to the user groups that cover the operational services. He stated he does not want to subsidize people's recreational activities. The user groups have to pay something to be able to use it. Commissioner Elliott stated Mr. Adams has put something



together. Ms. Burroughes stated Mr. Adams and her are working on this. Mayor Pro Tem Garza stated the Archery and Winged Shooting Training Center will have to have an agreement with the city so the city can put in there that they will have to be self sufficient. Ms. Burroughes stated she is working on the economic impact on this as well.

Ms. Burroughes asked if the \$400,000 included the first year's operation. Commissioner Elliott amended his motion to include operational expenses in the \$400,000; Commissioner Madrid seconded the motion, which passed by acclamation.

**Agenda Item No. 8 - Request for discussion and recommendation regarding Position Classification Review, Employee Benefits and Compensation Plan Study**

Mr. Fry stated this was more of an update than a recommendation. The process is continuing forward with the wage and compensation study. Each of the different positions, 127 within the city, has an identified range of compensation. Mr. Yermall's first step in the process is to try and move those who are below the minimum up to the minimum of the particular range. Based on the comparators that he has there would be 134 employees that are below the minimum and the cost to move those up to the minimum would be in excess of \$400,000. If they were going to do a similar thing at 95% it would move the number to \$260,000.

The second recommendation is to identify those employees that are beyond the maximum and using the 95% of the market there would be 14 employees that are above maximum. He would recommend that those be frozen and not be eligible for any increases until the range caught up with them.

The third recommendation would be an adjustment for employees in the salary range to try to move their pay closer to the midpoint.

The fourth recommendation would be a certification pay for different departments. Mayor Pro Tem Garza asked if that was in place now. Mr. Fry stated it was, but many years ago it was rolled together within the fire department as one compensation level. Mr. Yermall is recommending that they break that out as a separate component of compensation.

The fifth recommendation is an equalization of the city's contribution for ICMA and PERA. If an employee participates in the ICMA plan, the city portion is 14% and if an employee participates in a PERA plan the city contributes 9.55%. If they were to move the PERA employees to the 14% there would be a cost of \$46,000 a year. Another alternative would be to move the ICMA down to 9.55% and would have to grandfather those currently in the system at 14%. It does not seem fair that they are contributing a greater percentage for one category than the other. Ms. Burroughes stated another option would be to do away with ICMA and just have one system. Mr. Fry stated the City of Clovis is the only one in the state with two systems. Mayor Lansford stated the city's contribution should be more for ICMA than it should be for PERA because PERA is a guaranteed payment. Mr. Fry stated he did not think employees were counseled wisely about the benefits or the implications of what their choices were. Mayor Pro Tem Garza stated the reason they have extra money though is because of the ICMA contributions. Mr. Fry stated that is correct. Ms. Burroughes stated they did not know that until

recently. Mayor Lansford asked what happened with PERA forfeitures. Mr. Fry stated they stay within the PERA plan so the city still makes those contributions but never sees them.

The next recommendation is the need to evaluate staffing levels to fund the implementation of the study. The last recommendation is to hire and recruit under the new pay plan or to adopt as of a certain date. The plan is to try and implement this as part of the overall budget process. The typical time frame for that is to evaluate that in July for an implementation in the second payroll in August.

Mr. Fry stated the key part is going to find what resources they have available, what they can afford and how best to utilize everything to make the biggest impact on the employee base.

**Agenda Item No. 9 - For the good of the order**

None.

**Agenda Item No. 10 - Adjournment**

There being no further business to come before the committee the meeting adjourned.

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Chairman

SEAL  
(ATTEST)

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City Clerk

**CITY OF CLOVIS  
FINANCE COMMITTEE  
AGENDA**

**2:00 p.m.  
Wednesday, July 19, 2017**

**Small Conference Room  
321 N. Connelly  
Clovis, New Mexico**

1. Call to Order.
2. Roll Call.
3. Approval of Finance Committee Minutes of April 19, 2017.
4. Finance Report, Ms. Leighann Melancon.
5. For the good of the order.
6. Adjournment.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

STATE OF NEW MEXICO )  
COUNTY OF CURRY ) ss.

The City of Clovis Finance Committee met in regular session Wednesday, July 19, 2017 in the Conference Room of the Bert Cabiness City Government Center, 321 N. Connelly Street, Clovis New Mexico in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor Pro Tem Garza, Vice Chair  
Commissioner Elliott  
Justin Howalt, City Engineer  
Leighann Melancon, Finance Director  
Mayor David Lansford, Chairman  
Commissioner Madrid

Mayor Lansford called the meeting to order at 2:00 p.m. and established the presence of a quorum.

**Agenda Item No. 3 – Approval of Minutes – April 19<sup>th</sup>, 2017**

Commissioner Elliott moved for approval with the change; Mr. Phelps seconded the motion which carried by acclamation.

**Agenda Item No. 4 – Finance Report**

Ms. Melancon gave the finance report as follows:

General Fund 1 - \$6,885,677.48  
Solid Waste Fund 2 - \$2,031,780.64  
Environmental Tax Fund 6 - \$6,079,925.65  
Wastewater Fund 10 - \$3,900,144.95  
Airport Fund 12 - \$122,996.35  
Colonial Golf Course Fund 19 - \$83,088.55  
Worker's Comp P&L Fund 48 - \$2,032,722.45  
Infrastructure Imp Fund 60 - \$726,130.96  
Special Parks Imp Fund 61 - \$184,948.94  
Civic Center Fund 62 - \$461,244.27  
Designated Cash Fund 63 - \$1,460,797.96  
Economic Development Fund 64 - \$2,868,531.23  
Special Street Fund 75 - \$1,363,295.55  
Capital Projects Fund 87 - \$1,268,231.91  
Drainage Improv Fund 88 - \$738,662.75

Beginning cash and investments was \$41,032,315.36 and ending cash and investments was \$40,690,697.44. The breakdown is \$17,793,238.30 Cash in Bank, \$6,006,435.54 in CD's with

Citizen's Bank and \$16,891,023.60 in the State Investment Pool. Interest earned for the month was \$15,456.51 and for the year to date \$44,099.36. The state pool for September was 1.01%.

Ms. Melancon advised the CD matures on the 27<sup>th</sup> of July. She asked to seek rates on that day for another 12 months. The current CD is set at .6%.

Mr. Phelps said the County is earning 2.5% on their investments. He understood the city was conservative, but they are leaving 1.5% on the table. Ms. Melancon said they could adopt a change to the ordinance. Erick Harrigan with RBC Capital Markets could assist with some areas that have a lower risk value. Mr. Phelps said there may not be any interest from the Commission's perspective. Mayor Pro Tem Garza asked for a memo stating what the impact of this would be. He felt every penny counts and if they could generate some more money it would be worth looking at. Mr. Phelps said they would do some analysis to provide the commission including if the city had invested in similar investments as the county what this would have generated. Mayor Pro Tem Garza thought it was worth looking into.

Commissioner Elliott moved to approve the finance report. Mr. Phelps seconded the motion which passed by acclamation.

Ms. Melancon was directed to ask for rates for 3 and 6 months and they will have the analysis ready by the commission.

**Agenda Item No. 5 – For the Good of the Order**

Nothing.

**Agenda Item No. 6 - Adjournment**

There being no further discussion, the meeting adjourned at 2:09 p.m.

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Chairman

SEAL  
(ATTEST)

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City Clerk

**CITY OF CLOVIS  
FINANCE COMMITTEE  
AGENDA**

**2:00 p.m.  
Wednesday, October 18<sup>th</sup>, 2017**

**Small Conference Room  
321 N. Connelly  
Clovis, New Mexico**

1. Call to Order.
2. Roll Call.
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Mayor Pro Tem Garza, Vice Chair  
Commissioner Elliott  
Justin Howalt, City Engineer  
Leighann Melancon, Finance Director  
Mayor David Lansford, Chairman  
Commissioner Madrid

Mayor Lansford called the meeting to order at 2:00 p.m. and established the presence of a quorum.

**Agenda Item No. 3 – Approval of Minutes – July 19<sup>th</sup>, 2017**

Commissioner Elliott made a motion to approve the minutes of July 19, 2017 as presented; Mayor Pro Tem Garza seconded the motion. Upon a roll call vote, with all voting in the affirmative with the exception of Mayor Lansford and Mr. Howalt who abstained, the motion carried.

**Agenda Item No. 4 – Finance Report**

Ms. Melancon gave the finance report as follows:

General Fund 1 - \$6,885,677.48  
Solid Waste Fund 2 - \$2,031,780.64  
Environmental Tax Fund 6 - \$6,079,925.65  
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Mayor Pro Tem Garza stated he noticed they have money in almost every bank in Clovis. Ms. Melancon stated when they had fund 24 for the Wilhite project they did use Bank of Clovis for that money. Mayor Pro Tem Garza asked if it was fair to say that their next bond would with them. Ms. Melancon stated it could be. She always looks at fees and some banks are willing to waive all of the fees they charge.

Mayor Lansford asked if the \$6 million in cash reserves in Fund 6 was obligated. Mr. Howalt stated that was the financial assurance that they have to provide. Mayor Lansford asked at what point did they have excess dollars in there. Mr. Howalt stated each year they do a financial assurance calculation. If they started to close cells at the landfill they could start using those funds to do those closure procedures. At the end of a projected 20 years when they close a cell they will have money there as well as additional funds for the next 30 years for post closure. Mayor Lansford asked if there was a formula for determining what is excess cash in that account. Mr. Howalt stated when he was there, there was no excess cash. As long as they are still paying in to it then there is no excess cash.

Mayor Lansford stated Fund 10 Wastewater is showing ending cash of almost \$4 million. He asked if some of the unencumbered dollars were on standby in the event that they need it for effluent reuse, project expansion or any other projects. Mr. Howalt stated right now it is in there for matching funds. Mayor Lansford asked if he would consider that fund healthy. Mr. Howalt stated he would.

Mayor Lansford stated the economic development fund had a little over \$2 million in unencumbered, unobligated cash reserves. It is worth reporting at some point that they used economic development dollars to buy the Wall water rights. This account has refurbished itself. He asked Ron Lancaster and Steven Hill to provide him current data on the well saturated thickness at Cannon Air Force Base. Mayor Pro Tem Garza stated they did their due diligence before spending that money on water rights.

#### **Agenda Item No. 5 – For the Good of the Order**

Mr. Howalt stated they are continuing to look at the nonrecurring funds that are available. They started with \$1.4 million and are up to \$1.5 million. One thing they have budgeted for is the shooting range. They had budgeted for dredging the lakes at Colonial, but are potentially headed a different direction with that. Mayor Lansford state they put a bacteria in there to eat the sediment. Mr. Howalt stated they originally had \$250,000 budgeted in nonrecurring for that. They also had the Lyceum Theater budgeted for \$350,000, but they are looking at other funds for that as well. Some of the items Ms. Melancon and him have looked at funding from nonrecurring are finishing Finance remodeling and adding a pitched roof to City Hall. They will have one of the engineering companies design a new roof and HVAC system for the building and then bid it out.



Mr. Howalt stated they are also continuing to look at the wish list. It is his goal to try to accommodate each of the departments when they can. Mayor Lansford stated investing in a new roof is fundamentally responsible.

Ms. Melancon stated when the CD renewed they decided to relook at their investments and she only renewed for 6 months. She received an investment policy from Mr. Harrigan around the time Mr. Phelps left. They will go through and review the policy and bring it back to this committee at their next meeting. They want to stay safe, but look at some other options that will bring a better return on the \$22 million they have.

Mr. Howalt stated he is also looking at potential GO bonds for capital improvements to the parks. They have a parks master plan, but it's sitting on a shelf. He has Mr. Harrigan running numbers on that. This would only go towards capital improvements. Mayor Pro Tem Garza asked if they could add an amphitheater at Greene Acres. Mr. Howalt stated it would be a capital improvement. Mayor Lansford stated this would be a good idea. Ms. Melancon stated they would be approved by the voters. Mayor Lansford stated the last time the voters had a chance in 1994 to vote on a gross receipts tax for park improvements they voted it down. Mr. Howalt stated they would have to do a campaign to promote it and this would be to raise property tax.

Mr. Howalt stated the street bond is coming up for renewal so they will be working on that. Currently there is \$39,000 left in the existing one after the Wilhite job was completed. The street lights on US 60/70/84 have been out for over 2 years. Originally they weren't in the DOT's scope of work according to the DOT. There are estimates from Xcel energy. They had 21 existing lights, they are willing to put the 21 back and the city has to pay for 26 new ones. The city has entered into a lighting contract with the DOT because the DOT does not light roadways. This is saying the DOT is not responsible for the lights if they get and that the city will maintain them. This is something they have signed in the past. This should cost around \$40,000.

#### **Agenda Item No. 6 - Adjournment**

There being no further discussion, the meeting adjourned at 2:40 p.m.

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Chairman

SEAL  
(ATTEST)

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City Clerk