

# DRAFT

**SANDOVAL COUNTY BOARD OF COMMISSIONERS  
BOARD OF FINANCE QUARTERLY REPORT MINUTES  
COMMISSION CHAMBERS  
APRIL 17, 2014 - 5:30 P.M.**

1. AWARD BID FOR BANKING & INVESTMENT SERVICES RFP  
(Laura M. Montoya, Treasurer)  
Request for a Motion to Award Bid for Banking & Investment Services to New Mexico Bank & Trust and Wells Fargo Bank  
Commissioner Scherzinger motion to award bid for banking & investment services to New Mexico Bank & Trust and Wells Fargo Bank and for the County Treasurer to negotiate and approve a contract for service consistently with the award for RFP's, second by Vice Chairman Lucero. Motion passed. Vote was unanimous.
  
2. STATUS OF TREASURER'S OFFICE  
(Laura M. Montoya, Treasurer)  
Treasurer Montoya updated the Commissioners on the training she and her staff received. She graduated with her Certified Public Officials Certification in January 2014. Also she and 5 staff members will graduate with their Treasury Certification in June 2014. The remaining staff is expected to graduate by next June 2015 with their Treasury Certification. Treasurer Montoya asked the Commissioners to assist her in acknowledging the graduates and presenting them with their certificates in June 2014. She briefed the Commissioners on the GIOA Conference she attended in March 2014. Treasurer Montoya requested an emergency Board of Finance meeting to be held prior to the next scheduled Commission meeting in order to expedite the approval process for a Portfolio Manager. They anticipate awarding the position by May 1, 2014. Treasurer Montoya expressed her concerns with the Financial and Compliance Audit Report for FY 2012-2013 prepared by Griego Professional Services LLC and presented by Auditor J.J. Griego during the April 3<sup>rd</sup> Commission Meeting.
  
3. DISCUSSION OF COUNTY INVESTMENTS  
(Laura M. Montoya, Treasurer; Paul Dickson, NMBT Wealth Management; & Rob Burpo, LPL First Financial)  
Mr. Dickson and Mr. Burpo briefed the Commissioners on the status of Sandoval County's investment portfolio.
  
4. DISCUSSION OF TAX COLLECTION

# DRAFT

(Larry Polanis, Treasury Controller)

Treasury Controller Larry Polanis presented property tax collection results year-to-date. Treasurer Montoya thanked the tax payers of Sandoval County. She also thanked her staff for their hard work.

5. ADJOURN

Commissioner Walters motion to adjourn at 6:21 pm, second by Vice Chairman Lucero. Motion passed. Vote was unanimous.

**SANDOVAL COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
COMMISSION CHAMBERS  
APRIL 17, 2014 – 6 P.M.**

1. **CALL TO ORDER**  
The meeting was called to order at 6:26 pm by Chairman Madalena. Also present were Vice Chairman Lucero, Commissioner Scherzinger, Commissioner Chapman, and Commissioner Walters.
2. **PLEDGE OF ALLEGIANCE**  
Pledge of allegiance was led by Rob Burpo.
3. **INTRODUCTIONS & ANNOUNCEMENTS**  
Chairman Madalena attended the 2014 Graduation Ceremony at SIPI, four of his family members were among the graduates: Dellynne Chinana, Byron Yepa, Wesley Madalena, and Verlynn Madalena. Commissioner Walters mentioned the Local Government Division looked at the audit report and the County is good to go.
4. **APPROVAL OF AGENDA**  
Commissioner Scherzinger motion to approve, second by Vice Chairman Lucero. Motion was withdrawn. Agenda Item 5D was amended to read: Approval to appoint Frank Marquez to the Sandoval County Labor Management Relations Board *for the unexpired term of Mike Williams which ends September 2014*. Commissioner Scherzinger motion to approve as amended, second by Commissioner Walters. Motion passed. Vote was unanimous.
5. **CONSENT AGENDA**
  - A. Approval of Minutes from the Regular Meeting of April 3, 2014
  - B. Approval of the following Budget Resolution:
    - (1) No. 4-17-14.5B(1) / Legislative Funding Budget / Increase Budget to Reflect Funding Received from State of New Mexico for the NM Soccer Complex / \$8,222
  - C. Approval to Award Bid for Landfill Cell Construction to H.R. Construction, Inc. and Authorize the County Manager to Negotiate and Enter into a Contract
  - D. Approval to Appoint Frank Marquez to the Sandoval County Labor Management Relations Board ~~for a Two (2) Year Term~~ *for the unexpired term of Mike Williams which ends September 2014*.
  - E. Approval of Agreement between Sandoval County and NM Children, Youth and Families Department for Juvenile Justice Services / \$343,950  
Commissioner Walters motion to approve, second by Vice Chairman Lucero. Motion passed. Vote was unanimous.
6. **OFFICE OF THE COUNTY MANAGER**  
(Phillip Rios, County Manager)  
Request for a Motion to Adopt Resolution No. 4-17-14.6 Declaring the Intent of the Board of County Commissioners of Sandoval County to Consider for Adoption an Ordinance Authorizing Issuance and Sale of up to \$55,000,000 Incentive Payment

Refunding Revenue Bonds for the Purpose of Refunding Outstanding Incentive Payment Refunding Revenue Bonds, Series 2005  
Financial Advisors Rob Burpo and Daniel Alsup explained the benefits to Sandoval County by approving this request. Mr. Alsup stated the bonds would have to be approved by ordinance. The target date for approval is June 2014.  
Commissioner Chapman motion to approve, second by Vice Chairman Lucero.  
Motion passed. Vote was unanimous.

7. COUNTY DEVELOPMENT/GRANTS

(Dianne Maes, Administrator)

Request for a Motion to Authorize the County Manager to Negotiate and Enter into Two (2) Agreements in Substantially the Same Form as those Attached for LEDA Activities: (1) Intergovernmental Agreement between the NM Economic Development Department and Sandoval County

Commissioner Chapman motion to approve, second by Vice Chairman Lucero.  
Motion passed. Vote was unanimous.

(2) Project Participation Agreement between DHF Technical Products Inc. and Sandoval County

Commissioner Chapman motion to approve, second by Commissioner Scherzinger.  
Motion passed. Vote was unanimous.

8. COMMENTS FROM THE PUBLIC

None

9. COMMENTS FROM THE COMMISSIONERS

Commissioner Walters tentatively announced a concert at Rio Rancho High School on April 30<sup>th</sup>. Commissioner Chapman announced that he and the County Manager will attend the NAIOP- Commercial Real Estate Development Association meeting on May 1<sup>st</sup>. He has received favorable feedback on the meetings that have taken place and is pleased that they are moving forward. Chairman Madalena announced Sandoval County will be hosting the "Tents of the Governors" meeting; it will be held in the Commission Chambers on May 8, 2014 and is open to the public. He also announced next week is the Gathering of Nations Pow Wow.

10. ADJOURN

Commissioner Scherzinger motion to adjourn at 7:00 pm, second by Vice Chairman Lucero. Motion passed. Vote was unanimous.