

**VILLAGE OF ANGEL FIRE
Council Regular Meeting Minutes
Tuesday September 15th, 2015 at the Village Hall**

Call to Order

Mayor Cottam called the meeting to order at 5:30 PM

Pledge of Allegiance

Mayor Cottam called for the Pledge of Allegiance.

Roll Call

Present were Mayor Cottam, Mayor Pro-tem Howe, Councilor Germscheid, Councilor Lanon, Councilor Colenda. Also present were Village Manager Richard Tafoya, Village Clerk Terry Cordova. A quorum was present.

Approval of Agenda

Mayor Pro-tem Howe made the motion to approve the agenda, Councilor Germscheid seconded.

Motion carried 4-0

Approval of Consent Agenda

1. Approval of August 25th Regular Council Meeting Minutes

Mayor Pro-tem Howe made the motion to approve the consent agenda, Councilor Lanon seconded

.Motion carried 4-0

Requests and Responses from the Audience (Limited to 3 minutes)

Trini Bradley – Invited everyone to Oktoberfest which will be held October 17th.

Announcements and Proclamations

1. Proclamation 2015-02 Proclaiming October 15 as Eunice “Bets” Loving Day

Mayor Cottam read proclamation 2015-02

Reports:

a. Governing Body Report

Councilor Germscheid gave an update on the Go Solar Go array project

Mayor Cottam added that she was adding David Hartson to the Public Works committee

b. Manager’s Report-None

c. Staff Reports

Brad McCaslin, Police Chief gave an update on the police department (see attached)

Andy Bertges, Fire Chief gave a report on the Chalen Complex Fire (see attached)

Bret Weir – Finance Manager, gave a report on the finance department (see attached)

Old Business-None

New Business

A. Discussion/Approval of the Final Audit Report for FY 2014

Mark Santiago with Axiom gave the audit report (see attached) Mayor Pro-tem Howe made the motion to approve FY 2014 audit reported by Axiom and approved by the New Mexico office of the state auditor . Councilor Lanon seconded. With no further discussion the motion carried 4-0

B. Discussion/ Approval of Resolution 2015-34 a Resolution Granting an Accessory Building in an O-2 District Located at 3655 Mountain View Boulevard

Burl Smith, Village Building Inspector explained that Remax Mountain Realty is requesting a variance to place a storage shed on their property at the blinking light. The request is so they can clean up around the building and keep it from getting cluttered with excess real estate signs. The requirement of O-2 mixed use does say it is also for commercial uses, but does not allow for accessory buildings. Planning and Zoning sends a positive recommendation. Mayor Pro-tem Howe made the motion to approve resolution 2015-34 a resolution granting a variance to allow an accessory building in O-2 mixed use area at 3655 Mountain View Boulevard. Councilor Germscheid seconded.

1 With no further discussion the motion carried 3-0 with Councilor Lanon recused himself
2 from the vote as he is a partner in the business. Mayor Pro-tem Howe -aye, Councilor
3 Germscheid -aye, Councilor Colenda -aye.

4 **C. Discussion / Approval of Resolution 2015-35 a Resolution Granting a Front Yard**
5 **Setback of Fifteen Feet for a Porte Cochere Located at 30 Rio Arriba Drive**
6 Burl Smith, Village Building Inspector explained that Gary and Heather Montgomery
7 are requesting a variance to place a Porte Cochere on their property at 30 Rio Arriba
8 Drive. The Montgomery's would like to have extra covered parking over the existing
9 driveway since the home has only a single car garage. Planning and Zoning sends a
10 positive recommendation. Mayor Pro-tem Howe made the motion to approve resolution
11 2015-35 a resolution granting a front yard setback of 15 feet for a Porte Cochere located
12 at 30 Rio Arriba Drive. Councilor Germscheid seconded. With no further discussion the
13 motion carried 4-0 with Mayor Pro-tem Howe -aye, Councilor Germscheid -aye,
14 Councilor Lanon -aye, Councilor Colenda -aye.

15 **D. Discussion / Approval of Change Order #2 to the Camino Grande Project**
16 Amos Torres , Public Works Director explained that this change order was to
17 incorporate the Gabion Baskets and reduces the amount of Riprap approved in change
18 order one to protect slopes at the existing culvert crossing . Mayor Pro-tem Howe made
19 the motion to approve change order #2 to the Comino Grande project .Councilor
20 Germscheid seconded. With no further discussion the motion carried 4-0
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24 **Adjournment**

25 Councilor Lanon made the motion to adjourn at 6:05pm .Councilor Colenda seconded. Motion carried
26 4-0
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28 **Passed, Approved and Adopted on this 20th day in October, 2015**
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Barbara Cottam, Mayor

ATTEST:


Terry Cordova, Village Clerk

**ANGEL FIRE
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD
ANGEL FIRE, NM 87710

Date: 09/15/2015
Page: 1
Agency: AFD

Calls For Service Totals By Call Type

08/01/2015 to 08/31/2015

Call Type	Totals
10-17 Traffic Hazard	1
10-44 Property Accident	3
10-59 Mental Person	1
10-89 Welfare Check	3
911 911 Call	1
AOA Assist Other Agency	1
B&E Breaking and Entering	2
CIVIL PR Civil Process	1
COWS OUT Cattle Out	9
DRTEST Driving Test	1
INFORMAT Informational	3
PARKING Parking Problem	2
PRACC Private Property Accident	4
PUBASS Public Assist	1
S15 Special Detail	1
S21A Burglary Alarm	1
S22 Disturbance	3
S22D Domestic	3
S22N Noise Complaint	1
S34 Criminal Damage	1
S35 Narcotics	1
S40 Alarm	1
S42N Trespass Notice	2
S44 Overdose	1
S45 Shots Fired	3
S48 Animal Complaint	3
S49 Harassment	1
S56 Forgery	1
VEHCOMP Vehicle Complaint	2
Grand Total for all calls	58

**ANGEL FIRE
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD
ANGEL FIRE, NM 87710

Date: **09/15/2015**
Page: **1**
Agency: **AFPD**

Citation Totals By Violation

08/01/2015 to 08/31/2015

Violation		Total
12-10-4 (C)	EXPIRED REGISTRATION	1
12-6-1.1	SPEEDING	2
12-6-12.4	CARELESS DRIVING	3
5-2D-3 (B)	POSSESSION OF LESS THAN 1oz OF MAR	1
5-2D-4 (C)	POSSESSION OF DRUG PARAPHERNALIA	1
	Grand Total	8

**ANGEL FIRE
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD
ANGEL FIRE, NM 87710

Date : 09/15/2015
Page : 1
Agency : AFPD

Arrest Totals By Violation

08/01/2015 TO 08/31/2015

Violation		Total
5-2B-9(1)	Negligent Use of a Weapon...	1
5-2B-9(2)	Negligent Use of a Weapon...	1
5-2D-3(B)	POSSESSION OF LESS THAN 1oz OF...	1
5-2D-4(C)	POSSESSION OF DRUG PARAPHERNALIA	1
5-3A-2	ANIMALS RUNNING AT LARGE	2
Grand Total		6

Chalen Complex Fire

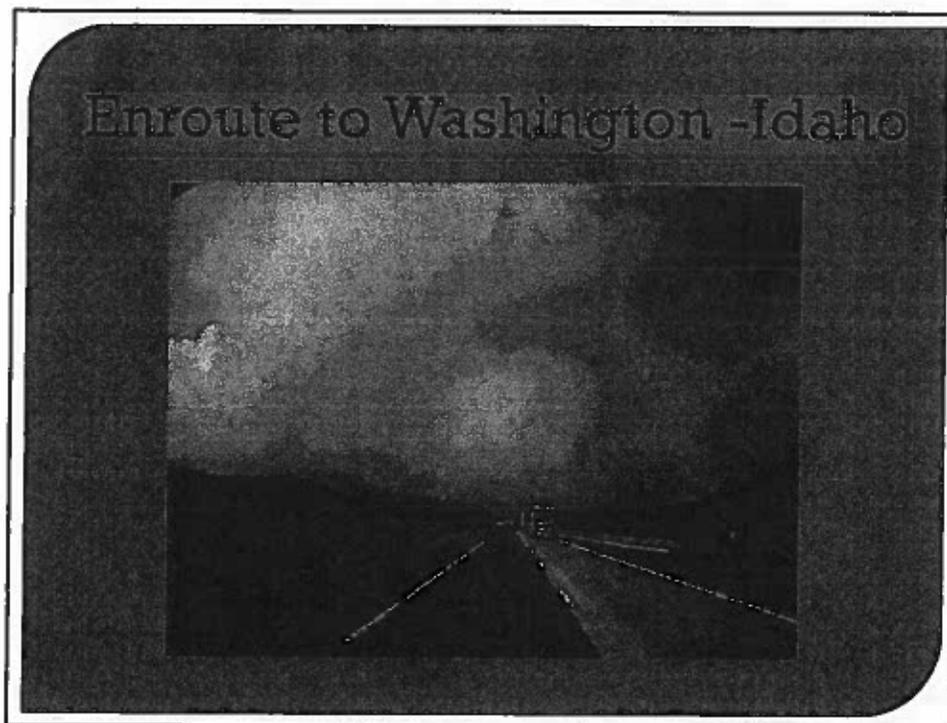
Angel Fire FD

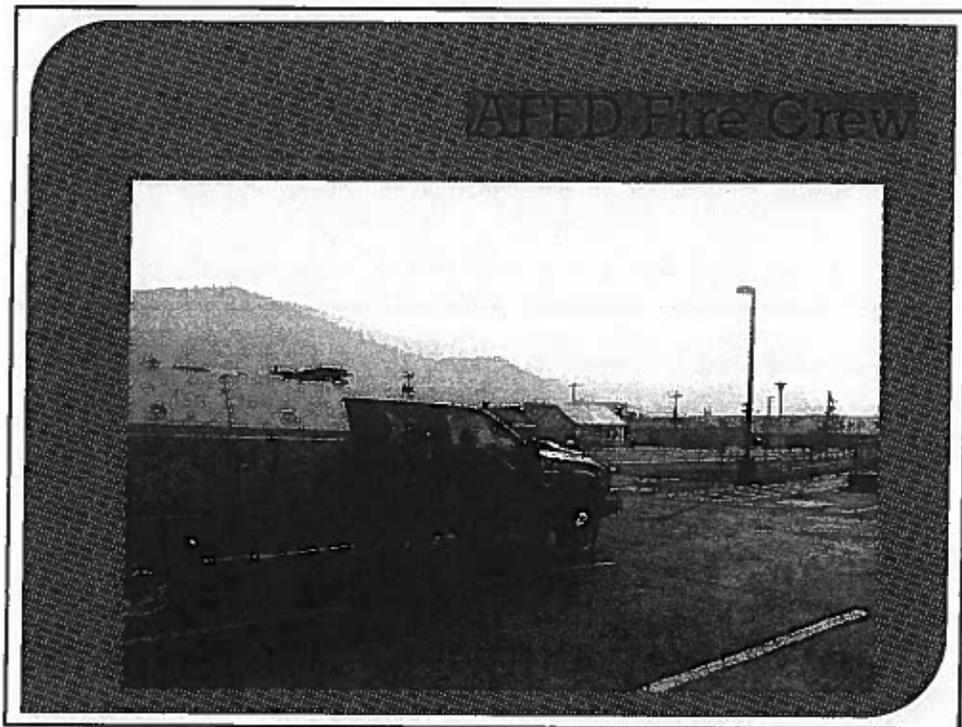
Incident Map

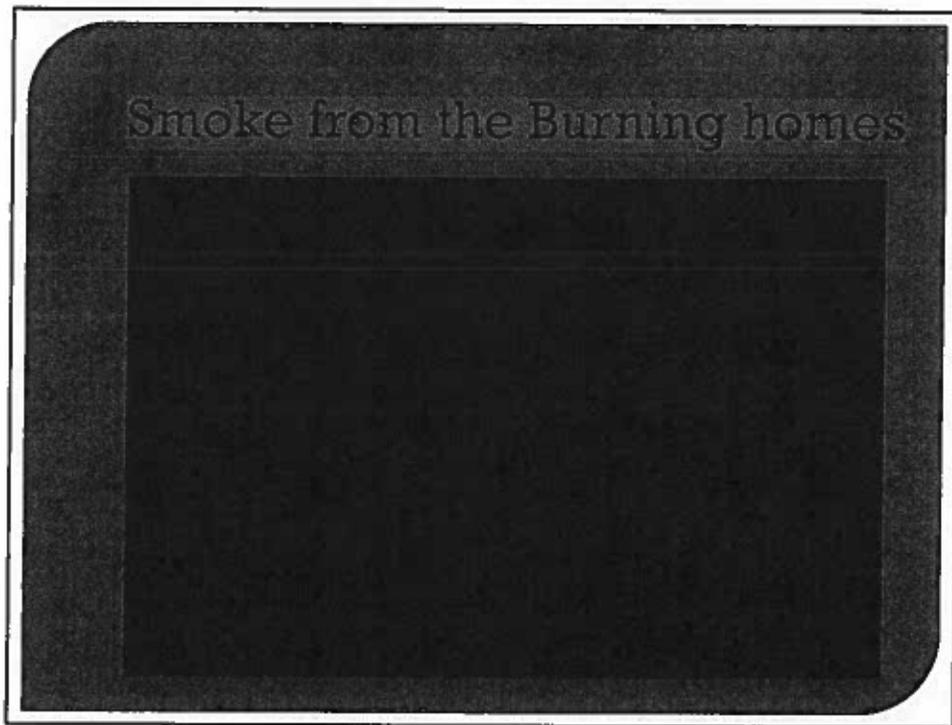
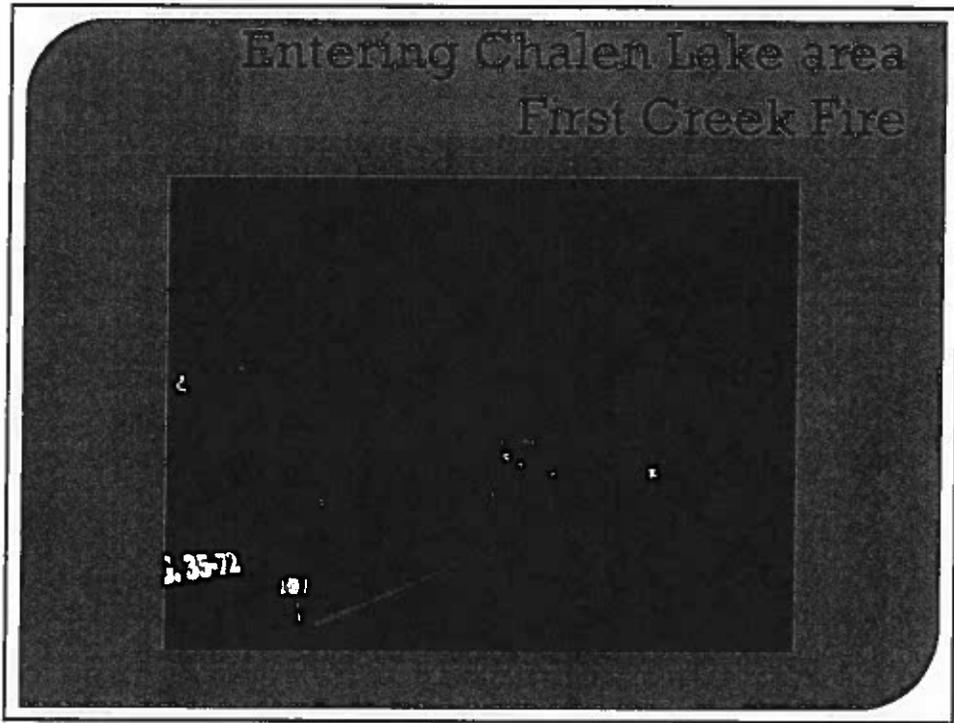
Current Large Incidents September 15, 2015

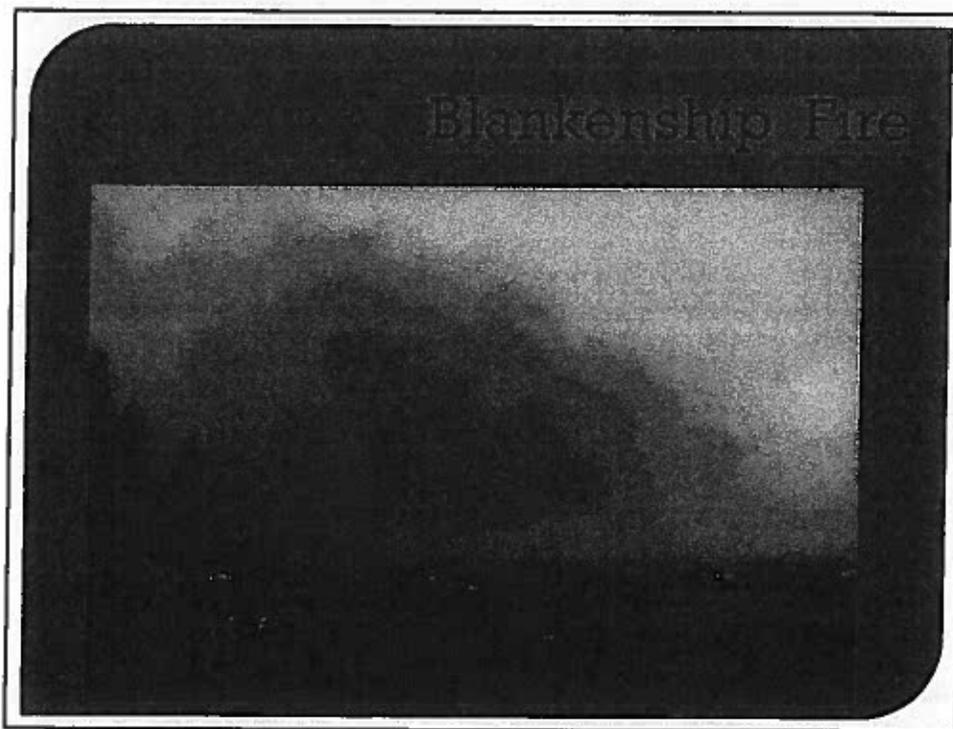
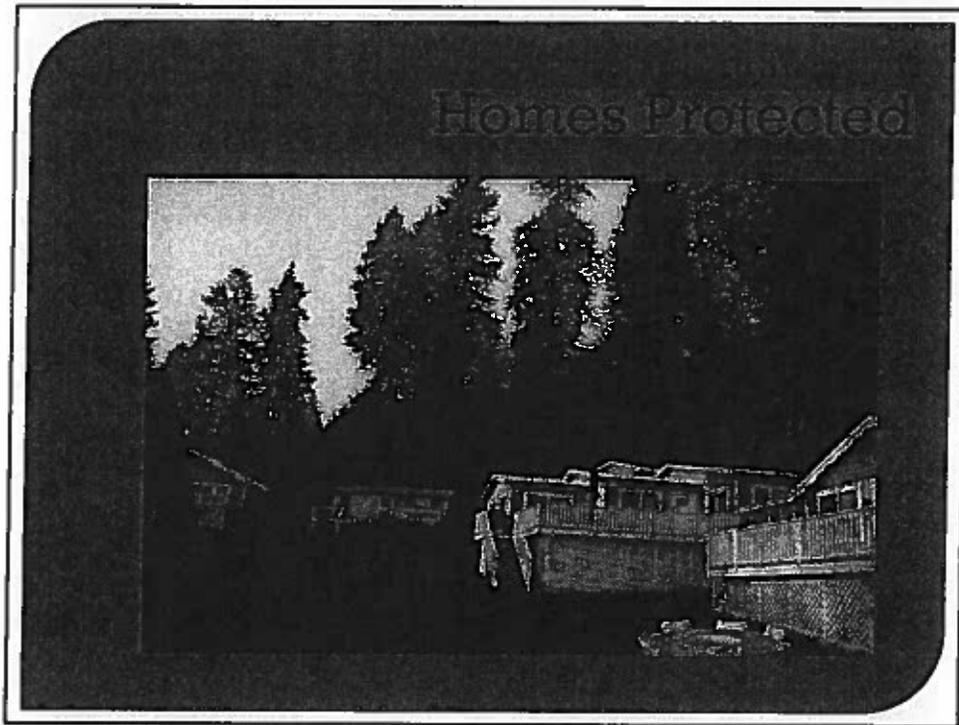


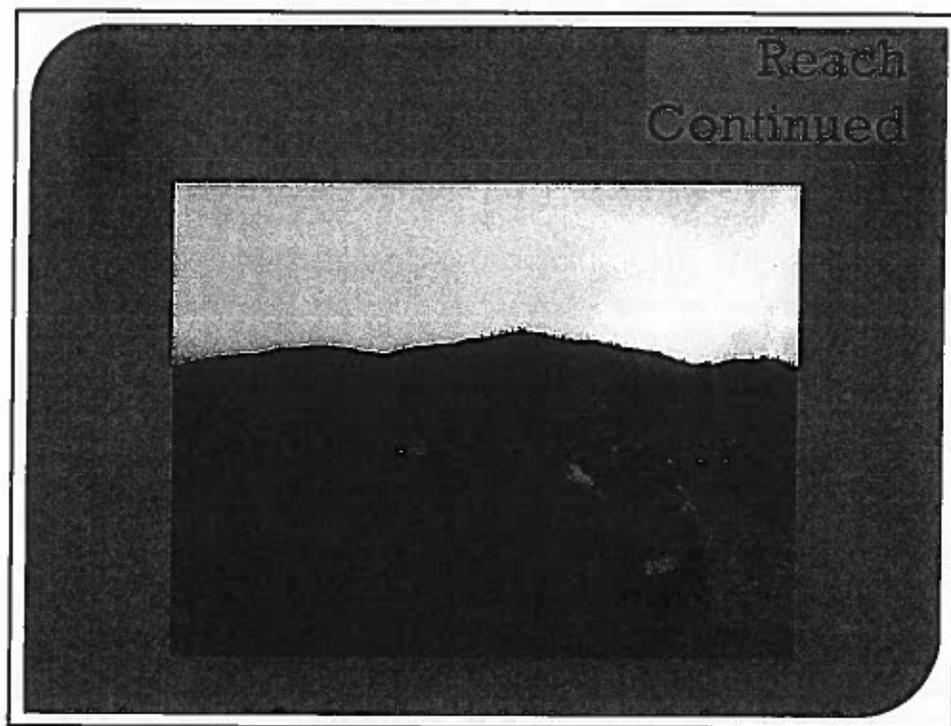
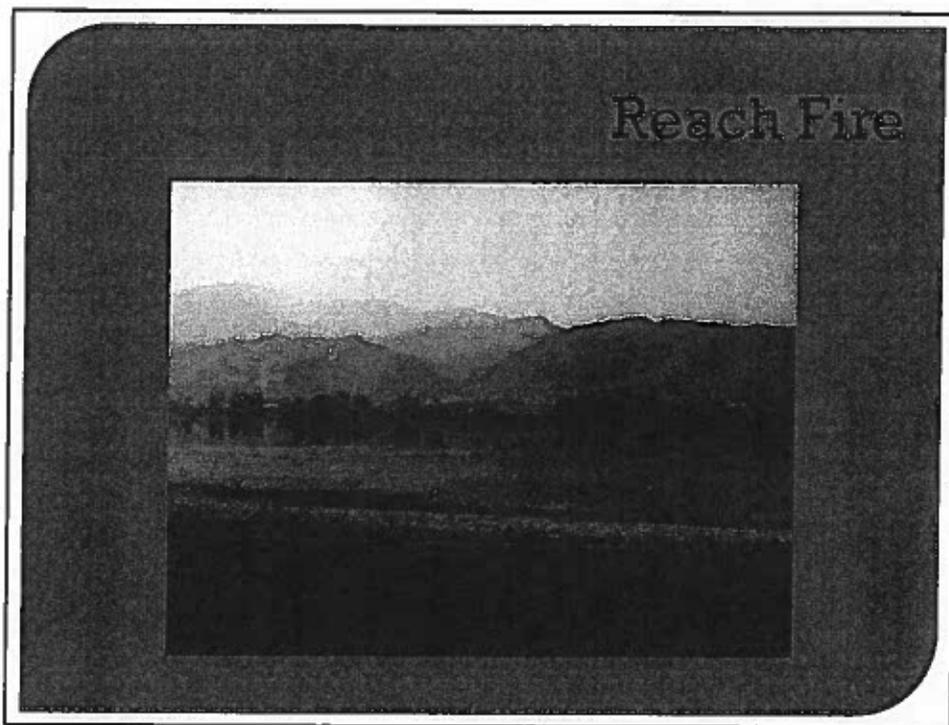
- | | | | |
|---------------------------|--------------------|----------------------|------------------|
| ● GARDNET COMPLEX | ● BUTTE | ● BOYER | ● JAY PE BOULDER |
| ● GAVEL COMPLEX | ● SHAMOGAN COMPLEX | ● BENTH STAR | ● OAK GROVE |
| ● HALEY | ● FIRST CREEK | ● BATTLE COMPLEX | ● WHEELER |
| ● NATIONAL SPRINK COMPLEX | ● MIDDLE | ● CARPENTER RD. | ● SPRUCE |
| ● HONDAE GREEN | ● TRAIL BLAZE | ● BUT GLEN | ● HALE |
| ● INDIAN | ● CHALAN COMPLEX | ● WARRING COMPLEX | ● JARVISWAY |
| ● LINCOLN | ● YULAND | ● YEMO SPRINGS | ● BOYS |
| ● LARKS TABLE | ● SAGEWIND COMPLEX | ● ARDRE COMPLEX | ● SANDY |
| ● HONEYTREE BUTTE | ● STATELINE | ● MONTGOMERY COMPLEX | ● WY TEAL |

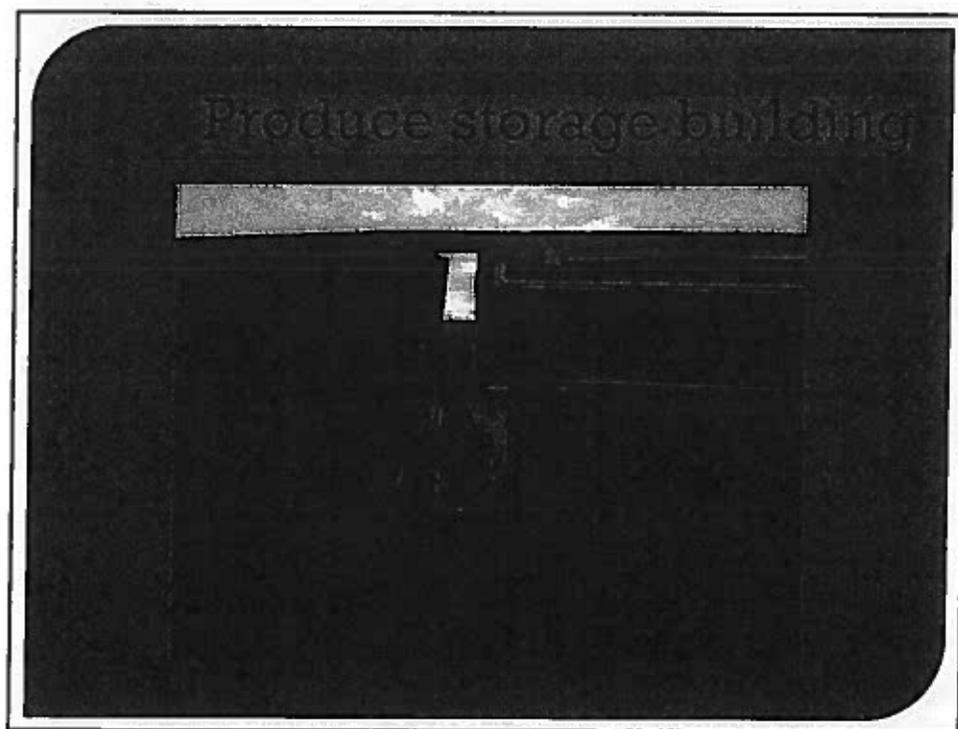
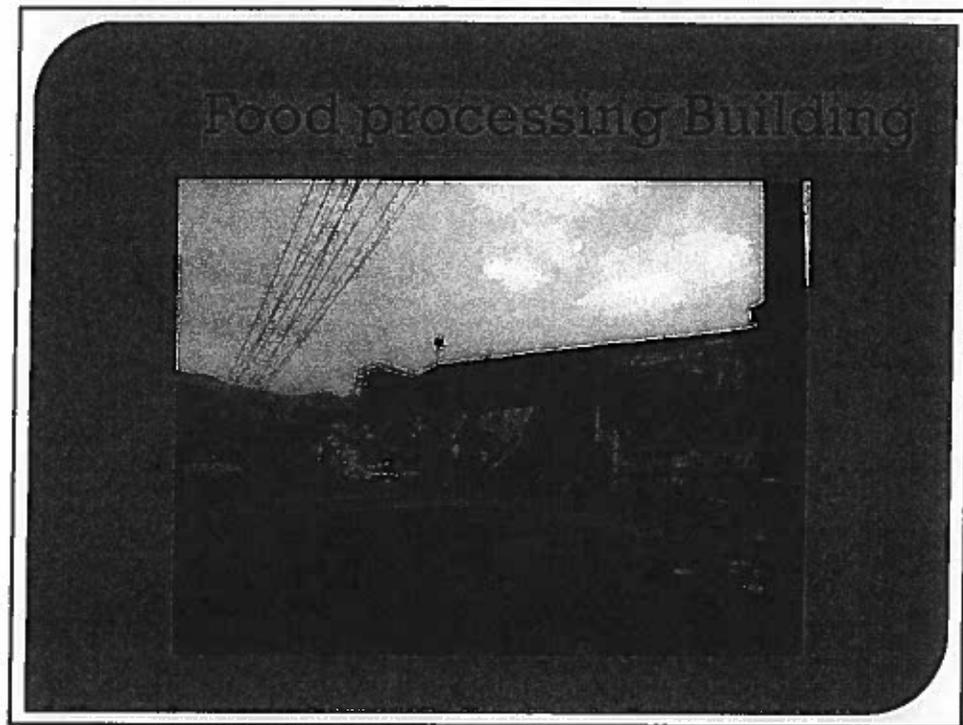










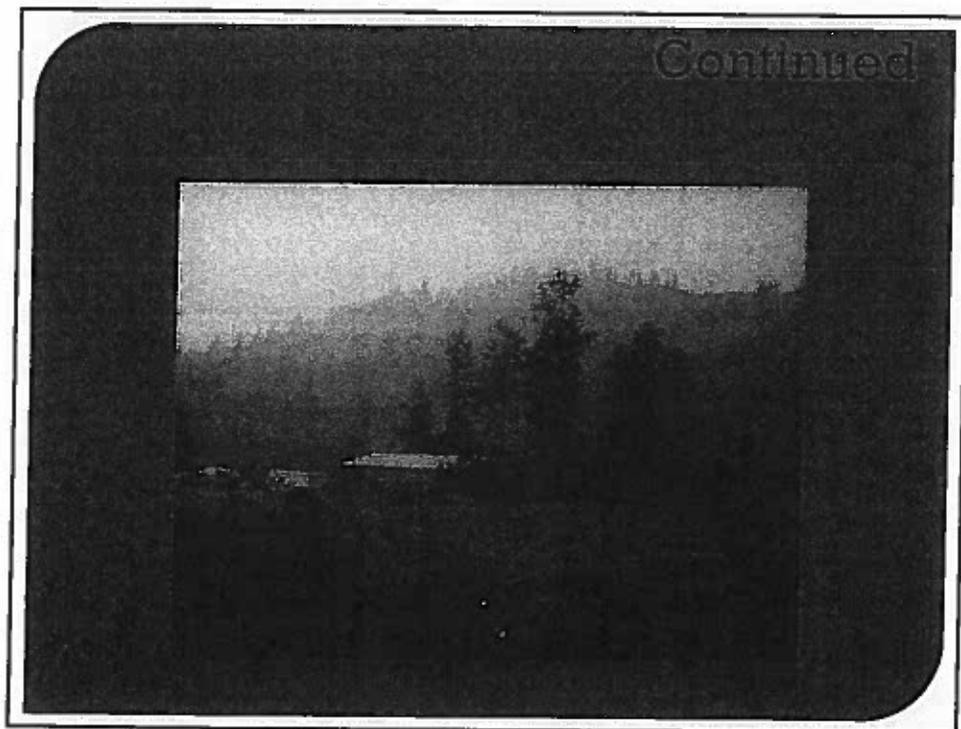
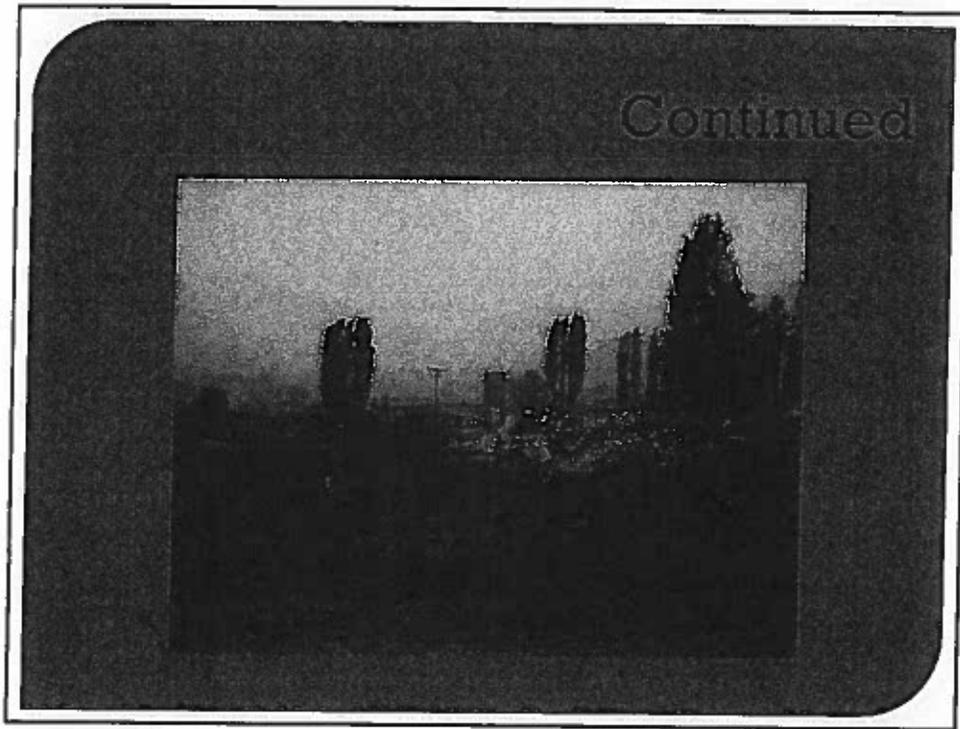


Another processing plant



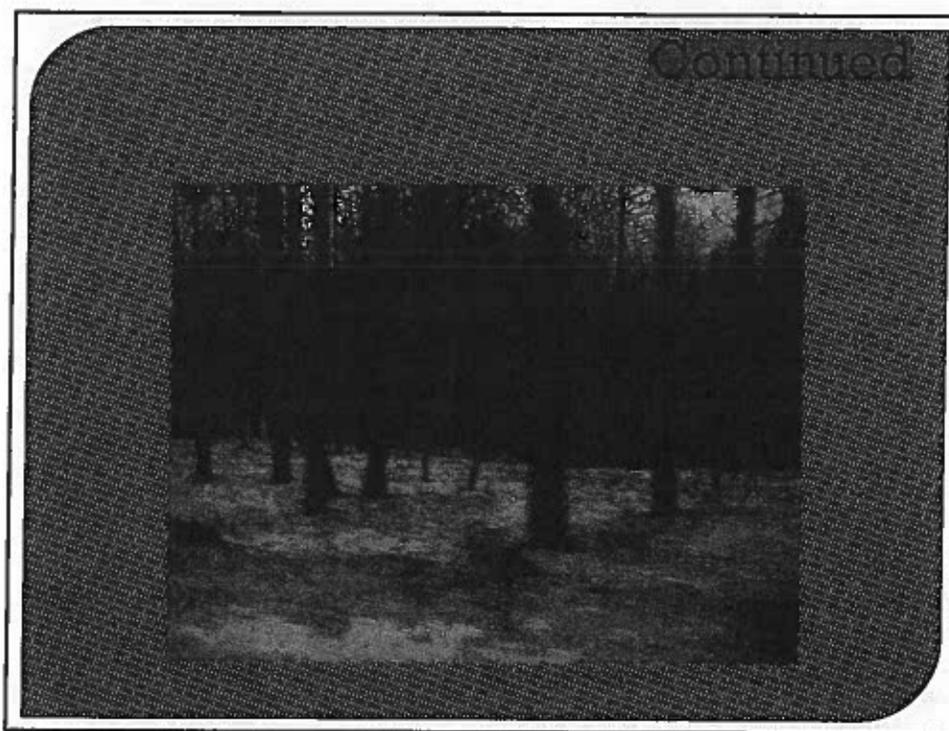
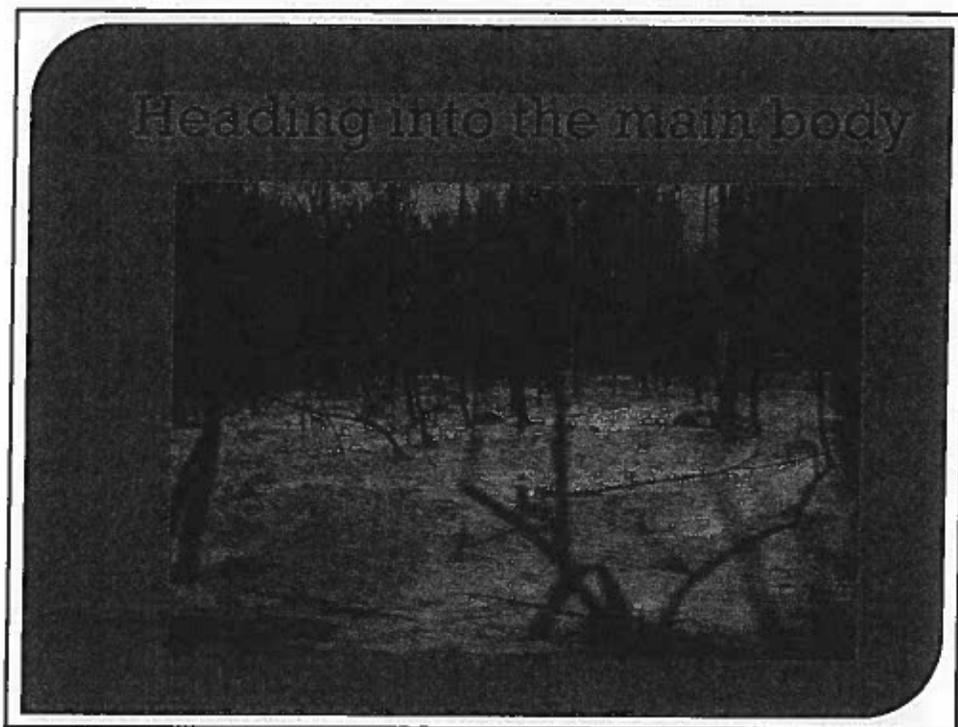
Lumber yard across the street

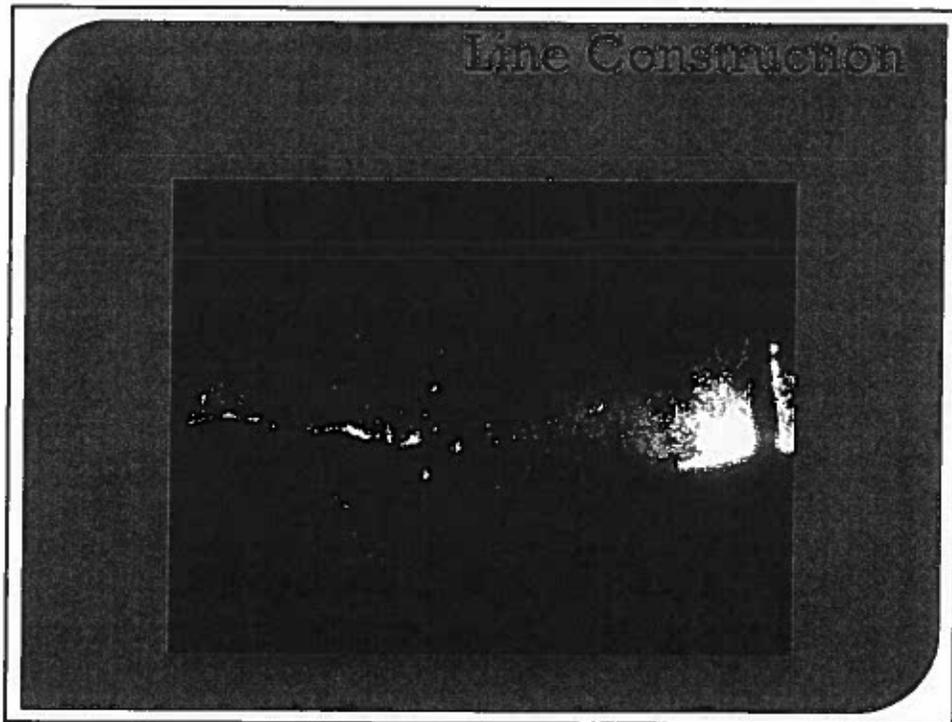
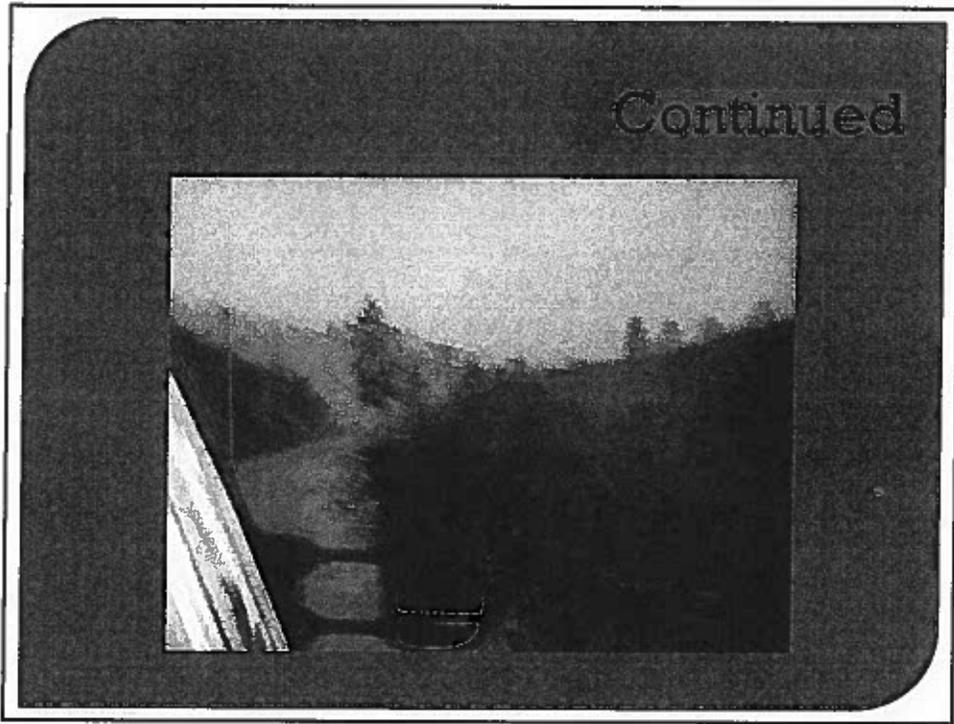


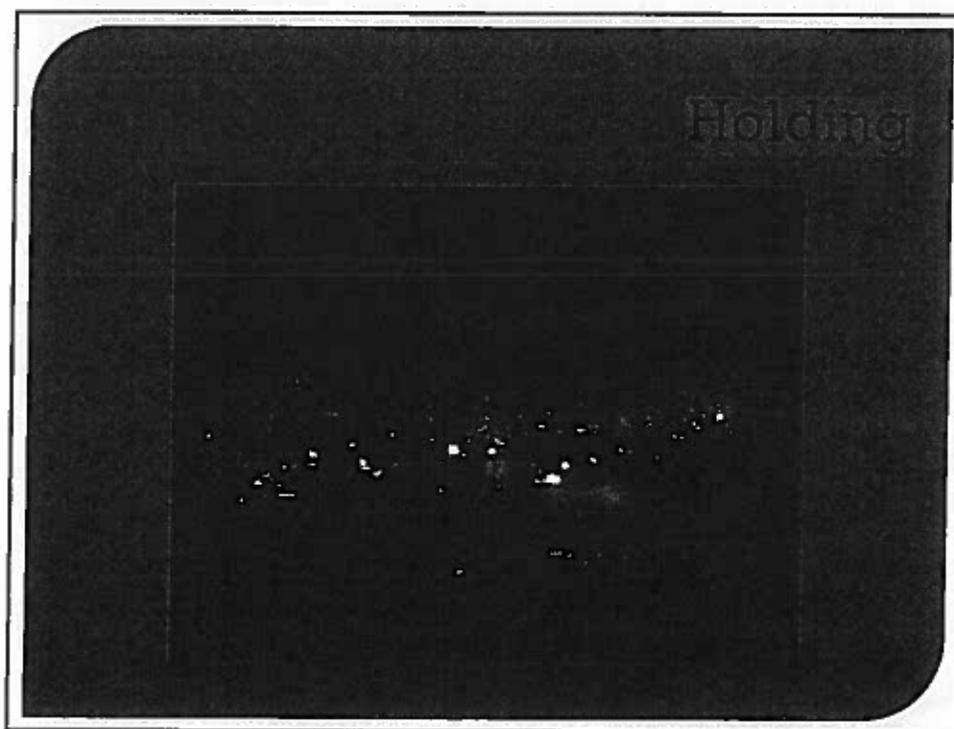
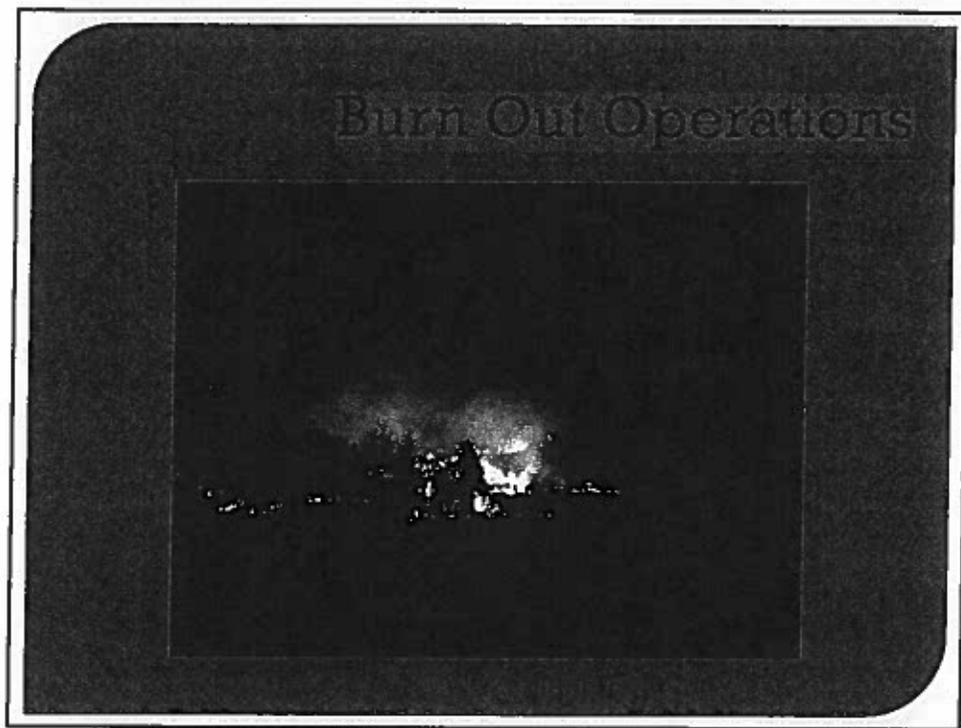


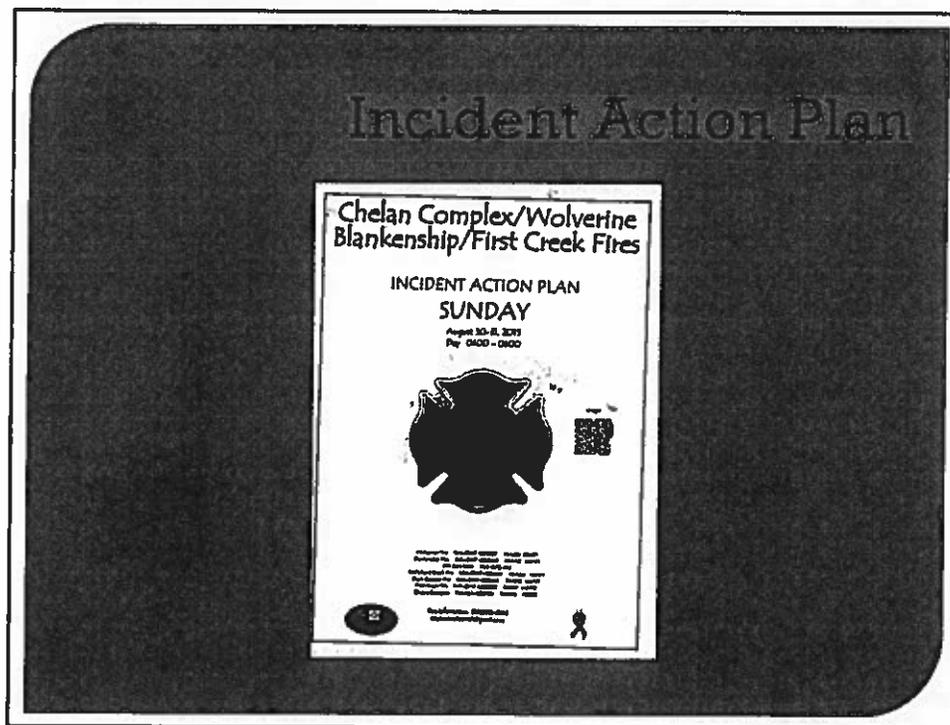
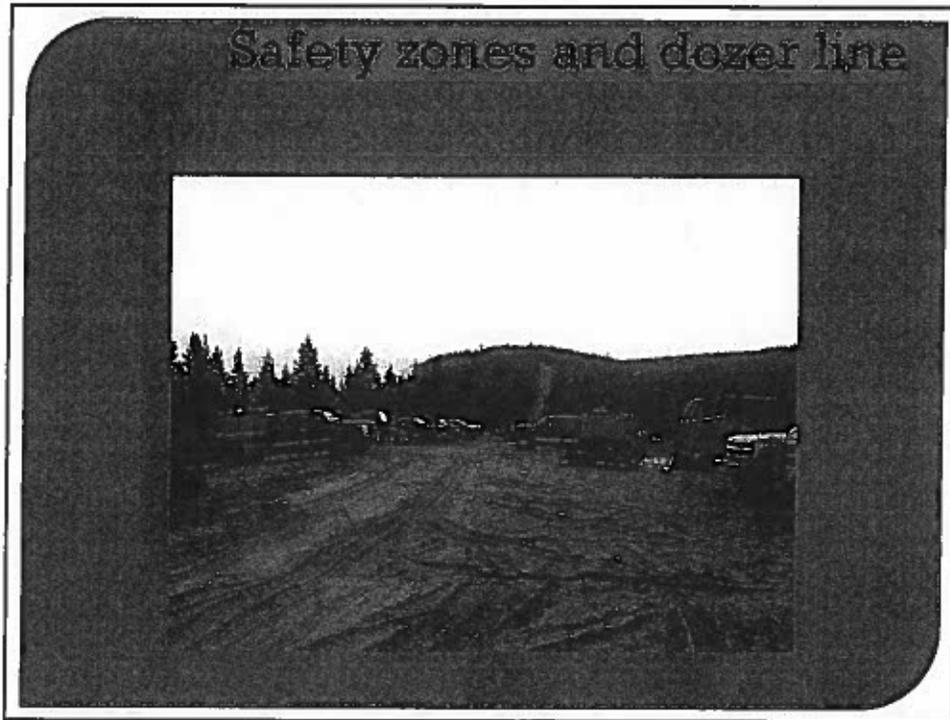
Building Destroyed on our way to
Blankenship











Loss of Fire Fighters

- o First Responder reported: "We've got houses up here, but we can't get resources up here and get them out safely. And there's nothing, there's no safe zones up here."
- o Fire started as 2 acres. Few hours later the USPS service truck went off the road and the fire fighters were buried over 15 miles from our location.

Terrain near the accident site



Village of Angel Fire
Council Meeting
September 15, 2015

Finance Department Report

The council was informed of the meeting on 9/14 with the Auditors to discuss prior year balances and a resolution to them. Checks for deposit were presented by the Mayor to Washington Federal bank for the Cash Reserves CD and three other new accounts. The Council was given the opportunity to ask questions about the Revenue and Expense Report given to them in the August 25 meeting. The Mayor Pro Tem requested a 3 year comparison of revenues for the next meeting on October 20th.

Village of Angel Fire

2014 AUDIT RESULTS

September 15, 2015



**Certified Public Accountants
& Business Advisors LLC**

Our responsibility under U.S. and Government Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in *all material respects*, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our audit of financial statements includes reporting as a basis for designing audit procedures over financial the effectiveness of the entity's internal control over financial reporting. Accordingly, we considered the entity's internal control for the purpose of determining our audit procedures and not to provide assurance concerning such internal control.

Our responsibility is to plan and perform the audit in accordance with generally accepted auditing standards issued by the AICPA and the Comptroller General of the United States, and to design the audit to obtain about whether the financial statements are free of material misstatement.

We are also responsible for professional judgment, are relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

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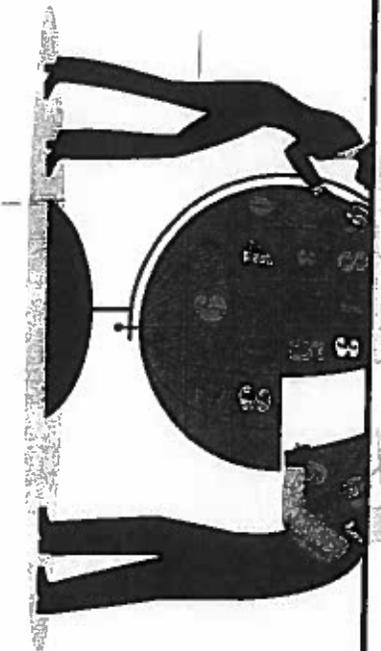


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Auditor's report on the financial statements

Modified Opinion

- Financial Statements are presented *fairly* in accordance with accounting principals generally accepted in the United States of America except for the due to/due from accounts in 2014.



AXIOM

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& Business Advisors LLC*

OTHER AUDITOR'S REPORTS

**GAGAS Report on Internal Control Over
Financial Reporting and on Compliance
and Other Matters**

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COMMUNICATION WITH GOVERNING BODY

Material Weaknesses

A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a **reasonable possibility** that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a **timely basis**.

Significant Deficiencies

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit **attention by those charged with governance**.





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& Business Advisors LLC**

2012 FINDINGS

- **2003-001 – Due Date of Audit Report**
- **2003-004 – Inadequate Segregation of Duties**
- **2003-006 – Budget Overages**
- **2003-009 – Utility Accounts Receivable**
- **2003-014 – Accounting for Permit Deposits**
- **2004-003 – Travel and Per Diem Disbursements**
- **2005-003 – Annual Capital Asset Inventory**
- **2005-004 – Unbilled Water Receivable**
- **2007-002 – Unlocated Accounting Records**
- **2007-003 – Journal Entry (JE) Process**
- **2007-004 – Inadequate Accounting Records**
- **2008-002 – Timeliness of Due to/Due From Reversals**
- **2009-001 – Unbudgeted Activity**





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2012 FINDINGS

- **2009-006 – Control Environment**
- **2009-007 – Accounting for State Grants**
- **2009-008 – Ineffective Oversight of the Financial Reporting and Internal Controls**
- **2011-001 – Internal Control Over Cash Disbursements**
- **2011-002 – Bank Reconciliations**
- **2011-003 – Violation of Open Meeting Act**
- **2011-004 – DFA Budget Variation in Accounting Records**
- **2012-001 – Capital Assets Disposal Notification**
- **2012-002 – Prior Period Adjustments Over Financial Reporting**
- **2012-003 – Updated Policy and Procedure Manuals**
- **2012-004 – Monitoring and Tracking of Ambulance Receivables**





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2012 FINDINGS – RESOLVED IN 2013

- **2003-014 – Accounting For Permit Deposits**
- **2004-003 – Travel and Per Diem Reimbursements**
- **2005-003 – Annual Capital Asset Inventory**
- **2009-007 – Accounting For State Grants**
- **2011-003 – Violation of Open Meeting Act**
- **2012-001 – Capital Assets Disposal Notification**
- **2012-002 – Prior Period Adjustment Over Financial Reporting**





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2013 FINDINGS

- **No New Findings**

2014 AUDIT FINDINGS

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- **2003-004 – Inadequate Segregation of Duties**
- **2003-006 – Budget Overages**
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- **2011-001 – Internal Control over Cash Disbursements**





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2014 AUDIT FINDINGS

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- **2009-006 – Control Environment**
- **2011-001 – Internal Control over Cash Disbursements**
- **2009-008 – Ineffective Oversight of the Financial Reporting and Internal Controls**
- **2011-002 – Bank Reconciliation**
- **2012-003 – Updated Policy and Procedure Manuals**
- **2012-004 – Monitoring and Tracking of Ambulance Receivables**
- **2014-001 – Prior Period Adjustments**



Thank you!



**VILLAGE OF ANGEL FIRE
RESOLUTION 2015-39**

**A RESOLUTION APPROVING THE BUDGET ADJUSTMENT REQUESTS
FOR THE FIRST QUARTER OF THE 2016 FISCAL YEAR**

WHEREAS, the New Mexico Department of Finance and Administration requires that budget changes affecting the net revenues or expenses of a department or fund be approved by the Council and

WHEREAS, the Village of Angel Fire has incurred several increases in budgeted revenues and expenses in the first quarter of fiscal year 2016, and

WHEREAS, these changes in revenues and expense must be report as part of the fiscal year 2016 quarterly report to be submitted by October 30, 2015, and

WHEREAS, the purpose of these budget adjustment request are to accurately reflect the revenues and expenditures of the Village of Angel Fire.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Village of Angel Fire to approve the attached Budget Adjustment Request forms for the first quarter of fiscal year 2016:

PASSED, ADOPTED AND APPROVED THIS 20th DAY OF OCTOBER, 2015.


Barbara Cottam, MAYOR

ATTEST:


Terry Cordova, Village Clerk

RESOLUTION 2015-38

**A RESOLUTION RE-NAMING THE SOLAR TRAIL THE FRANK
YOUNG TRAIL**

WHEREAS Frank Young has lived in Angel Fire for more than 18 years; and

WHEREAS Frank Young served on the Pedestrian Trails Committee for at least 10 years and continued to consult with and work with the Village after he retired from the Committee; and

WHEREAS Frank Young was instrumental in the development of many pedestrian trails in Angel Fire; and

WHEREAS the citizens of Angel Fire wish to honor and remember Frank Young by re-naming the Solar Trail and the proposed extension the “Frank Young Trail”; and

NOW THEREFORE BE IT RESOLVED by the Angel Fire Village Council that from this day forward, Solar Trail shall be known as the “Frank Young Trail”.

PASSED, APPROVED AND ADOPTED THIS 20TH day of October, 2015.


Barbara Cottam, Mayor

ATTEST:


Terry Cordova, Village Clerk

**VILLAGE OF ANGEL FIRE
RESOLUTION 2015-36**

**A RESOLUTION TO ACCEPT THE NEW MEXICO TOURISM DEPARTMENT'S COOPERATIVE
MARKETING GRANT FOR \$3,000.**

WHEREAS, The Village of Angel Fire Council approves the grant award \$3,000 from the New Mexico Tourism Department, and;

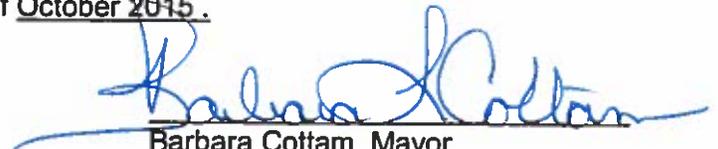
WHEREAS, the funding will be used to promote travel within and to New Mexico by advertising through various forms of media, and;

WHEREAS, the Village must expend an amount that meets or exceeds twice the amount of the grant award through actual cash expenditures, to meet our match requirement of fifty-percent (50%), and;

WHEREAS, the Village must use the Tourism Department's toolkit in creating all advertising, using the New Mexico True brand whenever possible, and;

NOW THEREFORE, BE IT RESOLVED, that the Village of Angel Fire Council, on behalf of the Village of Angel Fire, New Mexico, approves a \$3,000 Cooperative Marketing Grant for FY2015-2016 from the New Mexico Tourism Department to advertise Village events.

PASSED, APPROVED, and ADOPTED this 20th day of October 2015 .


Barbara Cottam, Mayor

Attest:


Terry Cordova, Village Clerk