

CITY OF AZTEC  
WORKSHOP MEETING MINUTES  
May 22, 2018

**I. CALL TO ORDER**

Mayor Snover called the Workshop to order at 5:21 pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

**MEMBERS PRESENT:** Mayor Victor Snover; Mayor Pro-Tem Fry; Commissioner Austin Randall; Commissioner Sherri Sipe; Commissioner, Mark Lewis

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Interim City Manager Steve Mueller; City Attorney Larry Thrower; Finance Director Kathy Lamb; Project Manager, Ed Kotyk; City Manager's Administrative Assistant Sherlynn Morgan

**A. Fiscal Year 19 Budget Workshop**

Interim City Manager Steve Mueller turned things over to the Finance Director Kathy Lamb.

Kathy explained that

- Staff were able to review their budgets and reductions were submitted
- Most significant is the reductions in staff with delaying when they are hired and eliminating a part time position from the HUB, with the change in the hours of the splash pad we will not need to fill the temporary positions
- With additional adjustments we were able to reduce the general fund by \$146,000 so this will result in an increase of the projected cash balance of \$183,000 instead of \$4,400 so this is a step in the right direction but we are not finished
- As per the last workshop the extra principal payment that had been budgeted in the joint utility was deleted and transferred over to the R & R funds
- Mayor Snover good to submit preliminary and then we can delve deeper into the budget before final submission
- Kathy mentioned that we have never establish a reserve for the General Fund or the Joint Utility which we should resolve. For General Fund Statute identifies that we need to have 112<sup>th</sup> set aside. We need to work over the next few years rebuilding the reserve in the General Fund because we have been using the reserve because of the decline in GRT for operating expenses

- Mayor Pro-Tem Fry asked what it would look like if we increased the sales tax and Kathy explained that if the full amount was implemented it would be around \$250,000 per year
- Kathy mentioned that she can't tell them how the utility increase will affect the budget because it will depend on what the Commission decides to implement

## II. ADJOURNMENT

Moved by Mayor Snover to adjourn the meeting at 5:50 p.m.

  
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Mayor, Victor E. Snover

ATTEST:

  
\_\_\_\_\_  
Karla Sayler, City Clerk

MINUTES PREPARED BY:

  
\_\_\_\_\_  
Sherlynn Morgan, Administrative Assistant



**COMMISSION**  
**WORKSHOP**  
**ATTENDANCE SHEET**

DATE: 5/22/18

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NAME	Address or Affiliation
Patricia Talon	COA
Delain George	
Steven Emvedra	COA
Tina Roper	COA