

**AGENDA
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING
JUNE 23, 2021 @ 6:30 P.M.**

TOWN OF EDGEWOOD COUNCIL CHAMBERS– 171A State Rd. 344

Individuals wishing to be heard during Public Hearing proceedings are encouraged to be prepared. Public comments may not be disruptive or harassing, and all persons are expected to maintain respect and decorum. Accordingly, rude, slanderous, or abusive comments and/or boisterous behavior will not be permitted. Written comments are welcomed and should be given to the Clerk-Treasurer prior to the meeting.

This will be a Teleconference Meeting.

We encourage members of the public to listen in and participate by calling:

1(646)749-3112, Access Code 173-680-757#

or watch on

The Town of Edgewood's Facebook Page <https://www.facebook.com/TownOfEdgewoodNM>

CALL TO ORDER.

PLEDGE OF ALLEGIANCE.

I. APPROVAL OF AGENDA

II. CONSENT AGENDA

- A. Council Meeting Minutes for November 2, 2020.
- B. Council Meeting Minutes for March 10, 2021
- C. Council Meeting Minutes for April 14, 2021
- D. Council Meeting Minutes for May 26, 2021
- E. Council meeting Minutes for June 9, 2021
- F. Planning and Zoning Meeting Minutes for May 4, 2021
- G. Planning and Zoning Meeting Minutes for May 11, 2021
- H. P & Z Report for the month of May 2021
- I. Code Enforcement Report for the month of May 2021
- J. Police report for the month of May 2021
- K. Animal Control Report for the month of May 2021
- L. Road Department Report for the month of May 2021
- M. Municipal Court Report for the month of May 2021

III. DISCUSSION AND ACTION ITEMS

- A. Discussion, Consideration and Action on Resolution No. 2021-09; Declaration of Extreme or Exceptional Drought and Resolution to Ban the Sale and Use of Certain Fireworks within the Town of Edgewood
- B. PRESENTATION: Fiscal Year 2020 Audit followed by
 - i. Discussion, Consideration and Action on Resolution No. 2021-10; Acceptance and Approval of the Fiscal Year 2020 Audit
- C. Discussion, Consideration and Action on Resolution No. 2021-11; Authorizing the Mayor Pro Tem to enter into Fiscal Agent Agreements with MRCOG on Capital Outlay Projects.
- D. Discussion, Consideration and Action on approval of Findings of Fact and Conclusions of Law for the Public Hearing held on June 9th, 2021, on the Request for Zone Change on the application of East Mountain Cowboy Church for a Zone Change of one lot from C2 Commercial to SU – Special Use. S 1/2, T10N R7E SEC 36, of 60.20 acres, aka 1 Riverview Rd., NMPM, Town of Edgewood, Santa Fe County, New Mexico
- E. Discussion, Consideration and Action on the Mayor Pro Tem's recommendation to hire Kyle Elliott as a police officer for the Town of Edgewood.
- F. Discussion, Consideration and Action on the recommendation of the Lodgers Tax Advisory Board to award \$12,369.00 to the Greater East Mountain Chamber of Commerce for general promotion of Edgewood based events, tourism activities, and destination information.
- G. Discussion, Consideration and Action on the recommendation of the Lodgers Tax Board to accept applications for funding year around.
- H. Discussion, Consideration and Action on approval of the Financial Report for the month of May 2021
- I. Discussion, Consideration and Action on how to allocate the \$50,000.00 awarded to the Town of New Mexico by the New Mexico State Legislature for youth and community programs.

- J. Discussion, Consideration and Action to advertise for and hire a Parks Director using the current job description.
- K. Discussion, Consideration and Action to advertise and bring forward appointees for Parks and Rec Advisory Board
- L. Discussion, Consideration and Action on rescinding Resolution 2020-07 and opening back up Town Hall and Town Facilities with the exception of the Town of Edgewood Library
- M. Discussion, Consideration and Action on Resolution No. 2021-12; Town of Edgewood Election Resolution
- N. Discussion, Consideration and Action on Resolution No. 2021-13; Town of Edgewood Election Resolution

IV. DISCUSSION ITEMS

- A. Discussion on Parks and Recreation Projects
- B. Public Comment regarding General Matters
- C. Other Matters from the Councilors.
 - 1. Councilor Audrey Jaramillo
 - 2. Councilor Sherry Abraham
 - 3. Councilor Linda Holle
 - 4. Mayor Pro-Tem/Councilor John Abrams
- D. Matters from the Clerk/Treasurer

V. CALENDAR REVIEW

- A. Next Regular Council Meeting – July 14, 2021
- B. June 26 - Movie Night – Venus Park – Onward
- C. July 10 - Movie Night – Venus Park – Trolls World Tour
- D. July 5 – Town Office and Facilities will be closed on July 5th in observance of the 4th of July Holiday.
- E. July 31 – Venus Park - Party @ The Park Event – A Community Gathering

VI. ADJOURN

If you are an individual with a disability who needs 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 Clerk at the Town Offices located at 171A State Rd. 344 at least three (3) days 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 Town Clerk at (505)286--4518. or by e-mail at clerk@edgewood-nm.gov if a summary or other type of accessible format is needed. **The complete council packet may be viewed on the web, visit www.edgewood-nm.gov and click on Agendas and Minutes.**

**MINUTES
TOWN OF EDGEWOOD
SPECIAL COUNCIL MEETING
NOVEMBER 2, 2020 @ 10:00 am
TOWN OF EDGEWOOD TOWN HALL – 171A STATE ROAD 344**

CALL TO ORDER.

Mayor Bassett called the meeting to order at 10:00am.

Councilors Present: Linda Holle, John Abrams, Sherry Abraham, and Audrey Jaramillo.

Also Present: Deputy Clerk Carla Salazar, Attorney Marcus Rael, Police Chief Darrell Sanchez, Administrative Assistant Courtney LaBrum, and Secretary Rachel Martinez.

Councilor Abraham called a point of order. She asked that John Abrams take over the meeting as senior member of the Governing Body, in accordance with the orders that were received, claiming Mayor Bassett is no longer eligible to run this meeting.

Attorney Marcus Rael stated that he believes the case was not served properly, therefore the orders don't have legal effect; However, to the extent that they do, Judge Sanchez-Gagne entered a Writ of Execution ordering John Bassett to be removed as Mayor of the Governing Body on November 4th, 2020 at 4:30p.m. Until then, Mayor Bassett is still Mayor of the Town of Edgewood and can serve in that capacity.

Councilor Abraham stated that Mayor Bassett has a conflict of interest in this matter and asked Mayor Bassett to recuse himself and allow Mayor Pro-Tem John Abrams to take over the meeting.

Mayor Bassett declined.

Councilor Jaramillo stated that in a Writ of Execution, the date and time is of no matter. In the orders, Judge Sanchez-Gagne states that the rest of the Governing Body are to run the Town of Edgewood. Having Mayor Bassett run this meeting would be an illegal act in violation of the court order.

Mr. Rael stated that in Councilor Jaramillo's motion to intervene, she requested specific relief which was different than what the order read. There were several things that were added into the order, after the fact, that were not requested in her motion. Therefore, it is up to the members of the Governing Body to determine if they feel this order was entered in correctly.

MOTION: Councilor Abraham made the motion to request a vote of the Governing Body to decide if Mayor Bassett can participate in this meeting, if he can chair this meeting, and if you feel he has a conflict of interest. Councilor Jaramillo seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted nay. Councilor Holle voted nay. The motions failed due to lack of majority.

Councilor Jaramillo stated that the items that were added in, were items that Judge Sanchez-Gagne had ordered.

Mr. Rael stated that the Judge said the order for default judgement against the Town of Edgewood and summary judgement against Mayor Bassett are still in effect. Those orders require that the Town seek a Writ of Mandamus to remove Mayor Bassett from office. The Town has not yet sought that Writ of Mandamus. Lastly, Mr. Rael stated that Judge Sanchez-Gagne would not have signed a Writ of Execution to remove Mayor Bassett from Office at a specific date and time if the Mayor had already been removed from office.

Councilor Jaramillo stated that the order removed Mayor Bassett from office immediately and stated that is a separate issue from the Writ of Mandamus.

Mr. Rael stated that it is his legal advice that neither the Town of Edgewood nor Mayor Bassett were properly served after the Qui Tam order to lift the seal was entered, and in his opinion, the orders have no effect.

Councilor Abraham stated the Judge ordered the Governing Body to have this meeting without John Bassett.

Councilor Jaramillo asked who called this meeting at this date and time and with these agenda items.

Mr. Rael stated he received a call from Clerk/Treasurer Juan Torres regarding an email Mr. Torres received from Councilor Jaramillo requesting a meeting as soon as possible. Some of the agenda items were requested by Councilor Jaramillo in her email, and some were not.

Councilor Jaramillo stated that it is required for three of the Governing Body members to be in concurrence for the date and time of the meeting.

Mr. Rael stated that the meeting was called correctly, the public was properly noticed under the Open Meetings Act, the 72-hour notice rule was met, and the Governing Body has shown up therefore making this meeting valid.

PLEDGE OF ALLEGIANCE.

I. APPROVAL OF AGENDA

Mayor Bassett stated there has been a request for a change to the order of the agenda items moving item D up to where item A is and sliding items A, B, and C down.

MOTION: Councilor Abrams made the motion to approve the agenda with the change as stated. Councilor Holle seconded the motion.

MOTION: Councilor Jaramillo made the motion to add public comment to the agenda before item 3A. Councilor Abraham seconded the motion

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted nay. Councilor Holle voted nay. The motion failed due to lack of majority.

Councilor Abraham asked what is to be accomplished by changing the order of action items.

Attorney Marcus Rael stated that he believes the change would be the correct order because if the Governing Body does not vote in favor of item D, it will affect items A, B, and C.

Councilor Jaramillo asked why the Governing Body is dealing with the Writ of Execution if it is for John Bassett personally as well as what type of action is being asked for.

Mr. Rael stated that it is to be discussed in Closed Session what the Writ of Execution would mean for the Town and once back in Open Session, the Governing Body would then vote on whether to act on it.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Abrams voted aye. Councilor Holle voted aye. Mayor Bassett voted aye. The motion carried.

II. CLOSED SESSION

- A. As per motion and roll call vote and pursuant to NMSA 1978 Section (§ 10-15- 1(H)(7)) the following will be discussed in closed session: Pending Litigation. Specifically, State of New Mexico, County of Santa Fe, First Judicial District, Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill, Jerry Powers, And Howard Calkins, Qui Tam Plaintiffs. V. John Bassett, individually, John Bassett, in his capacity as Mayor for the Town of Edgewood, Governing Body for the Town of Edgewood, Defendants and, Governing Body for the Town of Edgewood ex rel. Thomas McGill, Jerry Powers, and Howard Calkins, Qui Tam Plaintiffs, v. John Bassett, individually, John Bassett, in his capacity as Mayor for the Town of Edgewood, Josephine Bassett and Eugene Bassett, Defendants.

MOTION: Councilor Abrams made the motion to go into Closed Session as pursuant to NMSA 1978 Section (§ 10-15- 1(H)(7)) to discuss the Pending Litigation. Specifically, State of New Mexico, County of Santa Fe, First Judicial District, Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill, Jerry Powers, And Howard Calkins, Qui Tam Plaintiffs. V. John Bassett, individually, John Bassett, in his capacity as Mayor for the Town of Edgewood, Governing Body for the Town of Edgewood, Defendants and, Governing Body for the Town of Edgewood ex rel. Thomas McGill, Jerry Powers, and Howard Calkins, Qui Tam Plaintiffs, v. John Bassett, individually, John Bassett, in his capacity as Mayor for the Town of Edgewood, Josephine Bassett and Eugene Bassett, Defendants. Councilor Holle seconded the motion.

VOTE: Councilor Abraham voted nay. Councilor Abrams voted aye. Councilor Jaramillo voted nay. Councilor Holle voted aye. Mayor Bassett voted aye. The motion carried.

Council left for Closed Session at 10: 22 AM
Council returned from Closed Session at 11:44 AM

MOTION: Councilor Abrams made the motion to go back into Open Session as pursuant of NMSA 1978 Section (§ 10-15- 1(H)(7)). Only the item on the agenda Pending Litigation. Specifically, State of New Mexico, County of Santa Fe, First Judicial District, Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill, Jerry Powers, And Howard Calkins, Qui Tam Plaintiffs. V. John Bassett, individually, John Bassett, in his capacity as Mayor for the Town of Edgewood, Governing Body for the Town of Edgewood, Defendants and, Governing Body for the Town of Edgewood ex rel. Thomas McGill, Jerry Powers, and Howard Calkins, Qui Tam Plaintiffs, v. John Bassett, individually, John Bassett, in his capacity as Mayor for the Town of Edgewood, Josephine Bassett and Eugene Bassett, Defendants was discussed and no decisions were made in Closed Session. Councilor Jaramillo seconded the motion.

VOTE: Councilor Holle voted aye and so affirmed no decisions were made. Councilor Abrams voted aye and so affirmed. Councilor Abraham voted aye and so affirmed. Councilor Jaramillo voted aye and so affirmed. Mayor Bassett so affirmed. The motion carried.

III. ACTION ITEM

- A. Discussion, Consideration and Action on Hiring an attorney to represent Mayor Bassett in his official capacity as Mayor of the Town of Edgewood in Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill et al. vs John Bassett et al.

Attorney Marcus Rael stated that he discussed in the closed session with the Governing Body his recommendation. Due to the emergent nature of needing to respond to the orders that have been issued in this lawsuit, he would ask that the Governing Body hire an attorney to represent Mayor Bassett in his

official capacity. He stated that it is his understanding that Mayor Bassett has been in contact with a lawyer by the name of Daniel Mackey whose Law Firm is Mackey Law and Policy, and Mr. Rael would recommend that the Governing Body hire Mr. Mackey to defend Mayor Bassett in his individual capacity, on a contract under the Professional Representation Provision Procurement Code that allows for a contract to be entered into, between the Town and the Attorney for less than \$60,000. This is what he would ask that the Town entertain a motion to do at this time.

MOTION: Councilor Jaramillo made the motion to have John Bassett recuse himself from this action item due to a conflict of interest. Councilor Abraham seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted nay. Councilor Holle voted nay. The motion failed due to lack of majority.

MOTION: Councilor Abrams made the motion to hire an attorney to represent Mayor Bassett in his official capacity as Mayor of the Town of Edgewood in Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill et al. vs John Bassett et al. , and that the firm mentioned, Mackey Law and Policy, be retained in capacity to defend the Mayor. Councilor Holle seconded the motion.

Councilor Jaramillo asked if the Town of Edgewood obtained three quotes from other attorneys. She stated that because the motion included a specific Law Firm, she wanted to make sure that the Governing Body is in compliance with the Town's Procurement Policy, and the Town would be receiving the best possible value.

Attorney Marcus Rael stated that yes, he has reached out to several Law Firms competent in this area. The firm's he has spoken with are Mackey Law and Policy, Pete Domenici Jr., and Moss George LLP. Mr. Mackey has agreed to work for the rate that the Town currently pays the Robles, Rael, and Anaya P.C Law Firm.

Councilor Jaramillo asked if this Law Firm will report directly to Mr. Rael.

Mr. Rael answered that because this Law firm will be representing Mayor Bassett individually and not the Governing Body, the Law Firm will report to Mayor Bassett directly, and Mr. Rael will report to the Governing Body. He also stated that he (Mr. Rael) will not direct the defense of the Mayor in any way, shape, or form.

Councilor Jaramillo asked if everything in this lawsuit is in Mayor Bassett's official capacity.

Mr. Rael stated that it is his opinion in reading the allegations in the complaint, that the actions they are alleging Mayor Bassett took, were all actions he took as Mayor of the Governing Body, and therefore were taken in his official capacity.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Abrams voted aye. Councilor Holle voted aye. Mayor Bassett voted aye. The motion carried.

B. Discussion, Consideration and Action on representation for the Town of Edgewood in Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill et al. vs John Bassett et al.

Attorney Marcus Rael stated that what he is asking specifically for in this action item is permission to defend the Town in the allegations raised in the amended complaint. The first steps that he would like to take would be to move to set aside the default judgement against the Town of Edgewood, move to quash the Writ of Execution, and any other steps necessary in his judgement moving forward to defend the Town as Attorney for the Town of Edgewood.

MOTION: Councilor Jaramillo made the motion to have Mayor Bassett recuse himself from this action item, since Mayor Bassett has a conflict of interest in this matter where it benefits him. Councilor Abraham seconded the motion.

Attorney Marcus Rael stated for the record that he does not believe that it has been made clear that Mayor Bassett has any conflict of interest at this point in time.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted nay. Councilor Holle voted nay. The motion failed due to lack of majority.

MOTION: Councilor Abrams made the motion to approve the dually contracted attorney of record for the Town of Edgewood, The Law Firm of Robles, Rael, and Anaya P.C., to defend the Town in Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill et al. vs John Bassett et al. Councilor Holle Seconded the motion.

Councilor Abraham asked Mr. Rael to clarify that he would be defending the Town, minus the Mayor, in these actions because Mayor Bassett will have his own attorney.

Mr. Rael stated that is correct.

Councilor Abraham asked if Mr. Rael will be meeting with just the four members of Council in the future.

Mr. Rael stated it will depend on what evidence is proffered during the Lawsuit and if it becomes clear that there is a conflict of interest between Mayor Bassett and the members of the Council. Should that become clear, then he will meet solely with Council.

Councilor Abraham asked why both Mayor Bassett's personal attorney, and the Town's Attorney, need to set aside the default judgement, and Writ of Execution.

Mr. Rael stated that it is because there is judgement against the Town, and there is a judgement against the Mayor, and those are two separate judgements.

Councilor Abraham asked that since Mr. Rael is defending the Town, in which John Bassett is part of the Governing Body, and John Bassett has his own attorney, is he getting double representation payed for by the taxpayers of Edgewood.

Mr. Rael stated that the Mayor is not getting double representation.

Councilor Holle stated for the record that this lawsuit is against the Governing Body for the Town of Edgewood, therefore the Governing Body needs to have legal representation.

Councilor Abraham asked for a friendly amendment to the motion on the floor that the Governing Body get a different Law Firm to represent the Town of Edgewood.

Councilor Abrams stated he doesn't accept the friendly amendment and asked for the vote.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Abrams voted aye. Councilor Holle voted aye. Mayor Bassett voted aye. The motion carried.

C. Discussion, Consideration and Action on Writ of Execution in Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill et al. vs John Bassett et al.

Attorney Marcus Rael asked for permission to immediately remove the Writ of Execution that Judge Sanchez-Gagne signed in this matter.

MOTION: Councilor Jaramillo made the motion that John Bassett is disqualified from voting as he is no longer Mayor at this time besides that he is conflicted, therefore asking him to recuse and remove himself. Councilor Abraham seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted nay. Councilor Holle voted nay. The motion died due to lack of majority.

MOTION: Councilor Abrams made the motion to allow the Towns dually appointed and contracted attorney to move in action against the Writ of Execution in Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill et al. vs John Bassett et al. Councilor Holle seconded the motion.

Councilor Jaramillo stated she feels there is a conflict as she had stated before. She explained that the Judge stated the Town doesn't have standing in this matter except for in count three for the Writ of Mandamus. She also stated that this item was not approved by three members of the Governing Body to be put on the agenda.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Abrams voted aye. Councilor Holle voted aye. Mayor Bassett voted aye. The Motion Carried.

D. Discussion, Consideration and Action on Writ of Mandamus in Case No. D-101-CV-2020-00328, State of New Mexico ex rel., Thomas McGill et al. vs John Bassett et al.

Attorney Marcus Rael stated he would like permission as the Town Attorney to defend the action, investigate the allegations in the amended complaint which requests a Writ of Mandamus be issued against the Town of Edgewood, and come back to the Governing Body with a recommendation as to his findings.

MOTION: Councilor Jaramillo made the motion that John Bassett is disqualified from voting as he is conflicted, therefore asking him to recuse himself. Councilor Abraham seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted nay. Councilor Holle voted nay. The motion died due to lack of majority.

MOTION: Councilor Abrams made the motion to allow the Town's attorney to investigate the allegations made in the complaint requesting a Writ of Mandamus, to determine sufficient allegations, and to investigate and return that information to the Governing Body regarding the Writ of Mandamus. Councilor Holle seconded the motion.

Councilor Abraham asked Mr. Rael, when he does this investigation, will he bring his findings to the Town of Edgewood Governing Body, or to the Council members of the Governing Body.

Mr. Rael stated that depending on what the investigation shows, it would either be just the members of the Town Council, or it would be the entire Governing Body.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Abrams voted aye. Councilor Holle voted aye. Mayor Bassett voted aye. The motion carried.

IV. ADJOURN

MOTION: Councilor Holle made the motion to adjourn the meeting. Councilor Abrams seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

Mayor Bassett adjourned the meeting of November, 2020 at 12:19p.m.

PASSED, APPROVED, and, ADOPTED this _____ day of _____ 2021.

John Abrams, Mayor Pro-Tem

ATTEST:

Juan Torres, Clerk/Treasurer

**MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING
MARCH 10, 2021 @ 6:30 P.M.
TOWN OF EDGEWOOD COUNCIL CHAMBERS – 171A State Rd. 344**

CALL TO ORDER.

Mayor Pro Tem John Abrams called the meeting to order at 6:30p.m.

Councilors Present: Audrey Jaramillo, Sherry Abraham, Linda Holle, and John Abrams.

Also Present: Clerk/Treasurer Juan Torres, Attorney Jessica Nixon, Police Chief Darrell Sanchez, and Secretary Rachel Martinez.

PLEDGE OF ALLEGIANCE.

I. APPROVAL OF AGENDA

MOTION: Councilor Abrams made the motion to approve the agenda. Councilor Holle seconded the motion.

MOTION: Councilor Jaramillo made the motion to add introductions of who is online and move Public Comment before Action Items. Councilor Abraham seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion died for lack of majority.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

II. ACTION ITEMS

III. A. Discussion, Consideration, and Action on Mayor Pro Tem, John Abrams' Appointment of Councilor for the vacant position on the Town Council pursuant to the District Court's final Writ of Mandamus issued on March 5, 2021.

MOTION: Councilor Abrams made the motion to appoint Glenn Felton to the Town Council of the Town of Edgewood. Councilor Holle seconded the motion.

Councilor Abraham asked if Councilor Abrams will continue to be Mayor Pro Tem with this appointment, or if he will be the Mayor.

Councilor Abrams stated Mayor.

Councilor Abraham stated she believes this is a violation of OMA since there was no names provided beforehand to Council or to the public.

Attorney Jessica Nixon stated the Open Meeting Act provides a remedy procedure if necessary. In terms of who will be appointing the position, the appointment is solely by Mayor Pro Tem John Abrams based on the Court Order.

Councilor Jaramillo stated she also had questions in which she emailed and never received a response.

Attorney Jessica Nixon stated she saw Councilor Jaramillo's questions and stated based on the Professional Rules of Ethics that govern her role, she cannot give Councilor Jaramillo advice about the lawsuit that she filed and is a represented party in. She stated the Court Order states John Abrams is the Mayor Pro Tem for the time being,

assigned and ordered by the court to appoint a Councilor. Once that appointment is made, there will be four Councilors and John Abrams will serve as Mayor Pro Tem until the decision is made about John Bassett.

Councilor Jaramillo asked who Ms. Nixon is representing.

Attorney Jessica Nixon stated she is here in the capacity of Town Attorney representing the Governing Body.

Councilor Jaramillo stated since Ms. Nixon is representing the Governing Body, she can give advice to all Councilors.

Attorney Jessica Nixon stated she can give Council advice in terms of how the meeting should be run in compliance with the Court Order. She cannot interpret the Court Order or give previous advice outside of this meeting.

Councilor Jaramillo stated that her question related to whether Mayor Pro Tem Abrams will be able to vote on this action item.

Attorney Jessica Nixon stated the Attorney General's Office has interpreted that he does have the right to exercise his vote.

Councilor Jaramillo asked if Councilor Abrams can give Council a list of the appointees.

Councilor Abrams stated no.

Attorney Jessica Nixon stated that by the Judge's order and State Statutes, Mayor Pro Tem Abrams was obligated to appoint a nominee with Council's advice and consent to fill the Council Seat. She stated there is no requirement that he provide multiple candidates or additional names to Council.

Councilor Holle stated that Glenn Felton ran for Council in the 2018 Election and came in 3rd. He is currently the head of the Planning and Zoning Commission. He also has served on the Council for the Town of Edgewood in the past.

VOTE: Councilor Abraham voted nay. Councilor Jaramillo voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion failed due to lack of majority.

MOTION: Councilor Abrams made the motion to appoint Donzel Worthington to the Town Council of the Town of Edgewood. Councilor Holle seconded the motion.

Councilor Holle clarified that Donzel Worthington has served as a Council member for the Town of Edgewood.

Councilor Abrams stated that he has.

Councilor Jaramillo asked if there was anyone who was aware of Councilor Abrams list of Candidates for a Council member.

Councilor Abrams stated he is aware of his list of Candidates and that his list could change at any time.

Councilor Abraham stated that she would once again like to say that she feels like Council has been provided vague and general and broad terms which she is interpreting as an attempt to mislead not only the public but herself.

VOTE: Councilor Abraham voted nay. Councilor Jaramillo voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion dies for lack of majority.

MOTION: Councilor Abrams made the motion to appoint Jonathan Longoria to the Town Council of the

Town of Edgewood. Councilor Holle seconded the motion.

Councilor Holle asked if Mayor Pro Tem can give Council some background on this candidate.

Councilor Abrams stated Mr. Longoria is a young man who is currently studying Political Science. He was born and raised and still living in the Town of Edgewood. His ambition is to become a lawyer and get his JD. He is a very able candidate.

Councilor Holle asked the attorney what would happen if Council does not comply with the Judge's order.

Attorney Jessica Nixon stated the Governing Body as a whole, was directed to appoint a new Councilor. Several appointees have been suggested by Mayor Pro Tem Abrams as directed by the Court. She stated that is a reasonable effort to comply with the Court order however there is risk of additional legal action if this is not complied with.

Councilor Abraham stated she is not prepared to vote due to the fact that names were not provided beforehand.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion died for lack of a majority.

IV. CONSENT AGENDA

A. Council Meeting Minutes for November 2, 2020

MOTION: Councilor Abrams made the motion to approve the Council Meeting Minutes for November 2nd, 2020. Councilor Holle seconded the motion.

Councilor Holle asked Legal Counsel for advice on these minutes as they have been on the Consent Agenda since November and have not been approved.

Attorney Jessica Nixon stated the Open Meeting Act requires approval of the minutes of a public meeting. Council's positions regarding the meeting are noted in the minutes and should be approved to ensure compliance with the Open Meeting Act. If there are concerns about that meeting, the remedies available under the Open Meetings Act is the route to be taken.

Councilor Jaramillo stated she has heard from other Governmental Attorneys that there are three options when it comes to minutes. They can either be approved, disapproved, or amended. She stated she would be open to disapproving the minutes.

VOTE: Councilor Holle voted aye. Councilor Abraham voted nay. Councilor Jaramillo voted nay. Councilor Abrams voted aye. The motion died for lack of majority.

MOTION: Councilor Abraham made the motion to disapprove the minutes. Councilor Jaramillo seconded the motion.

Councilor Abrams stated the Governing Body has already acted on this agenda item and therefore the motion and second are deemed out of order.

V. ACTION ITEMS

A. Public Hearing on Ordinance 2021-01, an Ordinance of the Town of Edgewood authorizing the sale of real property owned by the Town, which was formerly utilized as the Town Hall, and which is located at 1911 Historic Route 66, Edgewood, New Mexico.

The Governing Body entertained public comment, specifically on Ordinance 2021-01, by the following residents:

Karen Kiser asked the Governing Body why it was never discussed as a Town if we really want to sell the old Town Hall Building as well as why no other offers have been brought forth. She stated she recommends a public sale rather than a private sale.

Linda Burke informed Council that the building next door to the old Town Hall has been sold and that could potentially have an impact on the Town's sale.

Jerry Powers stated there are other offers that should be considered and whatever offer is accepted, needs to have the maximum benefit to the public. He also stated Council take the Judge's advice and cooperate.

Martha Eden stated the whole process regarding the sale of Town Hall is broken. She also asked why the Town is not looking at the highest offer.

Phil Anaya asked why the Town is selling the old Town Hall if it is a value to the Town. He stated it can be leased to generate a monthly source of income for the Town and he believes the sale should be cancelled.

Sabina Price asked how much the old Town Hall was purchased for and how much the Town is selling it for.

- B. Discussion, Consideration, and Action on Ordinance 2021 -01, an Ordinance of the Town of Edgewood authorizing the sale of real property owned by the Town, which was formerly utilized as the Town Hall, and which is located at 1911 Historic Route 66, Edgewood, New Mexico.

MOTION: Councilor Abraham made the motion to reject Ordinance No. 2021-01.

Councilor Abrams cautioned Councilor Abraham about making a motion in the negative.

Councilor Jaramillo asked if there will be a legal issue with the motion the way it is currently worded?

Councilor Abrams stated according to the Governing Body's rules, no, however according to general logic, a motion in the negative is sometimes difficult to grasp.

Councilor Jaramillo asked Councilor Abraham if she is willing to withdraw her motion.

Councilor Abraham stated no.

Councilor Jaramillo asked what the proper protocol would be.

Councilor Abrams asked Legal Counsel's opinion.

Attorney Jessica Nixon stated according to traditional Robert's Rules of Procedure, motions should be made in the positive. This Governing Body's Operating Procedures do allow for motions in the negative however sometime those can get confusing, loose their meaning, and open the case for debate.

Councilor Abraham withdrew her motion.

MOTION: Councilor Holle made the motion to approve Ordinance 2021-01. The motion died due to lack of a second. Ordinance 2021-01 dies.

- C. Discussion, Consideration and Action on Resolution 2021-2: Open Meetings Act Resolution for the Town of Edgewood.

Councilor Abrams stated in the second "Whereas", the word February needs to be changed to the word

March.

MOTION: Councilor Holle made the motion to approve Resolution 2021-02. Councilor Abrams seconded the motion.

Councilor Abraham asked if in page three, paragraph seven, the Governing Body could remove the words “you are” and “who” to make the wording sound better.

Council left for recess at 7:35p.m.
Council returned from recess at 7:43p.m.

Councilor Abraham reiterated her amendment for the Governing Body to remove the words “you are” and “who” to make the wording sound better in page three, paragraph seven.

Councilor Holle accepted the amendment.

MOTION: Councilor Jaramillo made a motion to add to item 2, “A draft agenda will be available to the Governing Body one week prior to the meeting.” Councilor Abraham seconded the motion.

Councilor Abraham asked when the Operating Resolution will be back.

Councilor Abrams stated it will be back soon.

Councilor Jaramillo stated having draft agendas could encourage collaboration and asked Councilor Abraham and Councilor Abrams how it was like when they were a part of a Governing Body that had draft agendas.

Councilor Abraham explained how it worked with draft agendas in the past and stated she liked having draft agendas.

Councilor Abrams stated that it gets very confusing for both the public and the Governing Body.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion died for lack of majority.

VOTE: Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

D. Discussion, Consideration, and Action on changing the job description for Library Specialist to Librarian.

Councilor Abraham asked if the pay code is changing.

Councilor Abrams stated it is not.

MOTION: Councilor Abraham made the motion to approve changing the job description for Library Specialist to Librarian. Councilor Jaramillo seconded the motion.

Councilor Jaramillo asked Councilor Holle if she knew what the purpose of this change was since she has experience in the library.

Councilor Holle stated she does not know.

Clerk/Treasurer Juan Torres stated the change is solely to put the job description in line with what the position actually does.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye.
Councilor Abraham voted aye. The motion carried.

VI. DISCUSSION ITEMS

A. Public Comment on General Matters

The Governing Body entertained public comment from the following residents.

Linda Burke

Jerry Powers

Martha Eden

B. Matters from the Councilors

a. Councilor Audrey Jaramillo

Councilor Jaramillo thanked the public for their comments. She commented on filling the vacancy on the Governing Body. The NM Municipal League made it clear in Town training that the voice of the minority is not to be silenced. The majority of the public voted for these changes and wants to be included in an open and transparent way. She asked for information in advance so Council could consider decisions carefully including the candidates for Council and for Mayor Pro Tem's proposed appointee Justin's last name.

She stated the issue of the Mayor/Mayor Pro Tem voting or not voting on issues needs to be cleared up. Councilor Jaramillo also referenced the Judge's order in regard to participation, collaboration, and openness. She also asked for a special meeting regarding the candidates to fill the vacancy on Council. She stated it is an important decision that needs to be carefully made. Next, Councilor Jaramillo stated she was disappointed that draft agendas on Wednesdays were not approved and wants input from Council on how everyone can work together to collaborate on agendas. Next, she stated she has been trying to get deadlines regarding the transition to Commission-Manager form of Government. Lastly, she asked for a special meeting workshop regarding the Commission-Manager form of Government transition.

b. Councilor Sherry Abraham

Councilor Abraham stated she would like the Town to start advertising for a Parks and Rec Director and the Parks and Rec advisory Board. Second, she stated she has been getting a lot of complaints regarding Library Curbside Service not opening up, phone calls not being returned, and bills not being paid. Next, she stated she was very upset that names of candidates for Council were not released and apologized to the public. Lastly, she stated she would like her agenda item request on Road Dust to be on the first agenda in April.

c. Councilor Linda Holle

Councilor Holle stated the Bus Service ran by the NCRTD is up and running. It will service Edgewood, Moriarty, and there will also be a pickup location in Stanley. She stated more info on the service is posted on the Town's website and in the Independent.

d. Mayor Pro-Tem/Councilor John Abrams

Councilor Abrams stated the Independent is not here streaming the meeting this evening by their choice. He stated at the last meeting, the live stream on the Town's Facebook page had better audio and video, therefore the Town will be streaming meetings going forward. Second, Councilor Abrams mentioned that Manuel Madrid at the Road Department has left the Town to return to his hometown of Santa Rosa. He also stated the Mid-Region Council of Governments is offering no-cost small business financial training. Information on that can be found on the Town's Website. Lastly, he stated there will be a lengthy discussion and presentation on roads at the next meeting.

C. Matters from the Clerk/Treasurer

a. Update for Codification and future amendments to Town Ordinances related to Commission-Manager form of government.

Clerk/Treasurer Juan Torres presented the proposal he received regarding codification and stated he is waiting on two more proposals. He explained codification and stated it will make navigating Ordinances simple for the public. It will also allow future administrations to make changes to Ordinances very easily.

b. Update on Districting for Commission-Manager form of government.

Clerk/Treasurer Juan Torres stated that after the Election, he reached out to other municipalities for recommendations on districting and Research and Poling came up. He reached out to them in September, and they stated nothing can be done until Census data came out. He recently spoke with them again, and they stated Census data probably won't be out until possibly November. The Town will have to use 2010 Census data for districting however, as soon as 2020 Census data is out, the Town will have to redistrict again.

VII. CALENDAR REVIEW

A. Next Regular Council Meeting March 24, 2021

Councilor Jaramillo requested Codification as an action item on a future agenda and discussion, consideration, and action on voting at large or single member districting.

Mayor Pro Tem Abrams asked for a motion to adjourn.

Councilor Jaramillo requested Council's availability for a special meeting to appoint a Councilor.

Mayor Pro Tem Abrams stated he would not entertain a special meeting as he does not have anything to bring forward at this time, but he would let Council know when he was ready to address appointing a Councilor again. Since it is his responsibility, and he is taking it seriously, he promised to let Council know as soon as he has something.

Councilor Jaramillo requested the meeting for next week, so they are not delaying.

Mayor Pro Tem interrupted and made the motion to adjourn.

Councilor Jaramillo again requested a Commission-Manger transition workshop and asked for the availability of Council.

Mayor Pro Tem Abrams stated he was not going to go there right now. Councilor Abraham and Councilor Jaramillo were willing to use the Courts and he did not have a problem with them continuing to do that if they wished.

Mayor Pro Tem interrupted and called for a second to adjourn.

VIII. ADJOURN

MOTION: Councilor Abraham made the motion to adjourn the meeting. Councilor Holle seconded the motion.

Councilor Jaramillo pointed out the Town's attorney stated Councilors could bring up meetings and agenda items for the future during Calendar Review and in December when she tried Mayor Pro Tem adjourned on top of her and was doing it again. Mayor Pro Tem admitted he was and called for the vote to adjourn.

Mayor Pro Tem Abrams voted aye. Councilor Holle voted aye. Councilor Jaramillo voted nay.

Councilor Abraham asked why Councilors were not allowed to have their thoughts and discussions and asked for civility in meetings.

Mayor Pro Tem said he did not know.

Councilor Abraham stated Councilors should let each other speak and listen.

Councilor Holle stated they had already heard matters from Councilors.

Mayor Pro Tem Abrams asked for Councilor Abrahams vote.

Councilor Abraham voted aye.

VOTE: Councilor Jaramillo voted nay. Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

Mayor Pro Tem Abrams adjourned the meeting of March 10, 2021 at 8:53pm.

PASSED, APPROVED, and ADOPTED this _____ day of _____ 2021.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk/Treasurer

**MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING
APRIL 14, 2021 @ 6:30 P.M.
TOWN OF EDGEWOOD COUNCIL CHAMBERS – 171A State Rd. 344**

CALL TO ORDER.

Mayor Pro Tem John Abrams called the meeting to order at 6:30 p.m.

Councilors Present: Audrey Jaramillo, Sherry Abraham, and Linda Holle

Also Present: Clerk/Treasurer Juan Torres, Attorney Jessica Nixon, Road Department Supervisor Charles Williams, Police Chief Darrell Sanchez, Administrative Assistant Courtney Labrum and Secretary Rachel Martinez.

PLEDGE OF ALLEGIANCE.

I. APPROVAL OF AGENDA

MOTION: Councilor Abrams made the motion to approve the agenda. Councilor Holle seconded the motion.

VOTE: Council Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

II. CONSENT AGENDA

A. Council Meeting Minutes for November 2, 2020

B. Council Meeting Minutes for March 10, 2021

C. Council Meeting Minutes for March 24, 2021

Councilor Jaramillo called a point of order. She noted that Jessica Nixon is conflicted from representing the Governing body.

MOTION: Councilor Jaramillo made a motion that Ms. Nixon does not give any advice at the meeting tonight as it is a conflict of interest. Councilor Abraham seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion failed due to lack of majority.

MOTION: Councilor Abrams made a motion to approve the Consent Agenda. Councilor Holle seconded the motion.

MOTION: Councilor Jaramillo made a motion to remove all Consent Agenda items for individual consideration. Councilor Abraham seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion dies for lack of majority.

VOTE: Councilor Abraham voted nay. Councilor Jaramillo voted nay, Councilor Holle voted aye. Councilor Abrams voted aye. The motion dies for lack of majority.

III. PRESENTATION/DISCUSSION – Continued Discussion on Districting the Town of Edgewood with a quick synopsis of the presentation made at the Special Meeting by Mr. Michael Sharp from Research and Polling, Inc. followed by feedback from the Governing Body and the Public

Mr. Sharp presented updated maps to indicate where the Governing Body members reside, followed by questions and comments from the Governing Body and public.

IV. ACTION ITEMS

- A. Discussion, Consideration, and Action on the Approval of the RFP for WWTP Contract Services in its original form

MOTION: Councilor Holle made a motion to approve the RFP for the WWTP in its original form. Councilor Abrams seconded the motion.

Councilor Abraham asked why the original form is back if there is also one with changes presented.

Mr. Torres advised that Councilor Holle had requested that the original one be put on the agenda also.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion failed due to lack of majority.

- B. Discussion, Consideration, and Action on the Approval of the RFP for WWTP Contract Services with changes

MOTION: Councilor Abraham made a motion to approve the WWTP services with the red line changes. Councilor Jaramillo seconded the motion.

Councilor Abraham would like to see Manager in the contract.

Councilor Holle stated that there is no Manager at this time and she is not in agreement with the changes.

Councilor Jaramillo went over all the changes and feels that they are good and would like to leave them in.

Councilor Abrams stated that the wording is redundant and needs to be improved.

Town Attorney Jessica Nixon stated that the law at the time the RFP is passed, and submissions are received is the law that is applicable; therefore, if adopted by the Mayor/Council form of government, that is the law that governs it.

Councilor Jaramillo stated in an attempt to get the RFP passed, she would be willing to change the first sentence to “and create process control improvements” and remove the word “manager” from the RFP.

Mr. Torres advised that with the changes, the earliest the contract would be signed and agreed upon probably wouldn't be until the end of May or beginning of June. Also, he stated that he is concerned that the process outlined in the amended RFP will be deviating from the Procurement Ordinance, requiring changes be made to the Procurement Ordinance.

Councilor Holle added that on page two of the revised RFP, she would like to remove the portion that has to do with the Technical Advisory Committee that states “one member from the Governing Body and one member of the public on selection committee”, as we already have Town personnel and Town contractors included. Most of the Town contractors are engineering firms and that gives us the expertise we need on the Technical Advisory Committee. She also recommended changing “Governing Body” to Mayor” on page 4.

MOTION: Councilor Jaramillo made the motion to strike “or improve” in the first sentence of the RFP and strike “manager” throughout the document. Councilor Abraham seconded the

motion.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion died for lack of a majority.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion died for lack of a majority.

C. Discussion, Consideration, and Action on the Approval of Resolution: 2021-03: Town of Edgewood Governing Body Operating Resolution in its original form

MOTION: Councilor Holle made the motion to approve Resolution 2021-03: Town of Edgewood Governing Body Operating Resolution in its original form. Councilor Abrams seconded the motion.

Councilor Holle stated that this form of the resolution has served the Town well in the past and she believes the Governing Body should move forward with it.

Councilor Jaramillo stated that after the last special meeting was called with an in-person notification, she came across a State Statute that requires that and asked if it should be reiterated in the Operating Resolution.

Councilor Abrams stated “No” it does not need to be included in the Resolution.

Councilor Jaramillo stated that after researching, item 2E is not true and this was admitted by our Legal Counsel from Robles last year. It is not a violation of the Open Meetings Act and Council cannot create a violation of the Open Meeting Act that does not exist. This item is inaccurate, so and believes it should be stricken.

MOTION: Councilor Jaramillo made the motion to remove items 1E and 2E on page 3. Councilor Abraham seconded the motion.

Councilor Jaramillo stated it is important to listen to any member of the public who wishes to communicate with Councilors through email or text. Also, Council has to have personal devices with them for electronic meetings.

Councilor Holle asked the Attorney’s opinion on Councilor Jaramillo’s statement that item 2E is inaccurate.

Attorney Jessica Nixon stated item 2E is meant to prevent a Quorum from occurring improperly in violation of the Open Meetings Act, through those private forms of communication.

Councilor Jaramillo clarified that a quorum of the Governing Body is a valid concern, but this is different. The Open Meeting Act does not prohibit members of the Governing Body from hearing their constituents. She suggested eliminating 1 and 2 and adding wording to address the quorum issue such as, “Members of the Governing Body shall not use personal electronics to communicate between each other during meetings”

Councilor Holle stated she did not agree with hearing from the public during meetings on devices. Council should hear from the public during public comment

Councilor Jaramillo pointed out she voted against public comment and hearing from the public in open meetings.

Mayor Pro Tem Abrams interrupted and called for a vote.

Councilor Abraham explained she needs to be able to contact family members if necessary for medical reasons.

Councilor Abrams stated Councilors can communicate and monitor devices but cannot carry a conversation with someone under the table.

Councilor Abraham stated Councilors should all be mature enough to use electronic devices.

VOTE: Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Jaramillo voted aye. Councilor Abrams voted nay. The motion died for lack of a majority.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

D. Discussion, Consideration, and Action on the Approval of the RFP for Audit Services for the Town of Edgewood

MOTION: Councilor Holle made the motion to approve the RFP for Audit Services for the Town of Edgewood. Councilor Jaramillo seconded the motion.

MOTION: Councilor Jaramillo made the motion to add in the Scope of Work and Appendix F “assistance with Comprehensive Annual Financial Report preparation and submission.” Councilor Abraham seconded the motion.

Councilor Holle asked if this is added to the RFP, would it be something the Town can decide not to do.

Clerk/Treasurer Juan Torres stated this is just the RFP and can be taken out in the contract. He stated the word optional can be added in there.

Councilor Holle asked for an amendment to the motion to add in the word “optional”.

Councilor Jaramillo accepted the amendment.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

E. Discussion, Consideration, and Action on the Mayor Pro Tem’s recommendation to hire Rachel Martinez as Librarian for the Town of Edgewood

MOTION: Councilor Holle made the motion to approve Mayor Pro Tem’s recommendation to hire Rachel Martinez as the Librarian for the Town of Edgewood. Councilor Jaramillo seconded the motion.

VOTE: Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

F. Discussion, Consideration and Action to codify the Town of Edgewood Ordinances and Resolutions

MOTION: Councilor Holle made the motion to approve the codification of Town of Edgewood Ordinances and Resolutions. Councilor Abrams seconded the motion.

Councilor Jaramillo asked the Clerk/Treasurer's recommendation on this.

Clerk/Treasurer Juan Torres stated codification makes understanding Ordinances and Resolutions very easy for the public and gave several examples. He also stated changes will be easier to make and easier to identify with codification.

MOTION: Councilor Jaramillo made the motion to preserve Edgewood's history with the pre-codified documents on the Town's website. Councilor Abrams seconded the motion.

VOTE: Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

Councilor Abraham asked once everything is codified, if Council will be getting updated books, or have the information available on a thumb drive.

Clerk/Treasurer Juan Torres stated it is up to Council. Council's books can be updated and the information will also be up on the website where it can be accessed any time of day.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

- G. Discussion, Consideration and Action on Resolution 2021-05, Town of Edgewood Budget Adjustment purchasing equipment for the road department and adding a heavy equipment operator position to the road department, purchasing equipment for the maintenance department, and adding a maintenance worker to the maintenance department and purchasing furniture for the Library.

Clerk/Treasurer Juan Torres stated when putting together the Budget Adjustment, he omitted the speed trailer, which was \$19,600 and can be added to "Equipment/Machinery" of either the Maintenance or Road Department.

MOTION: Councilor Abraham made the motion to approve Resolution 2021-05: Town of Edgewood Budget Adjustment purchasing equipment for the road department and adding a heavy equipment operator position to the road department, purchasing equipment for the maintenance department, and adding a maintenance worker to the maintenance department and purchasing furniture for the Library. Councilor Jaramillo seconded the motion.

MOTION: Councilor Abrams made the motion to add \$19,600 to the Budget Adjustment for a speed trailer. Councilor Abraham seconded the motion.

VOTE: Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

MOTION: Councilor Jaramillo made the motion that the Town utilize its cash balance for this BAR. Councilor Abraham seconded the motion.

VOTE: Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

VOTE: Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

V. DISCUSSION ITEMS

A. Public Comment regarding General Matters

There were no comments from public regarding General Matters.

B. Other Matters from the Councilors.

1. Councilor Audrey Jaramillo

Councilor Jaramillo asked if anyone had heard back from the Town’s Law Firm regarding Legal Bills.

2. Councilor Sherry Abraham

Councilor Abraham publicly requested a mediation workshop. She also stated she does not feel represented by Ms. Nixon at Council meetings and would like to request someone more independent. Next, she asked for an update on the Purple Heart Trail signs as well as a ceremony. She also asked what is happening with the Veterans’ memorial. Lastly, she stated she would like to ensure the motorcycle awareness month proclamation will be brought forward on a future agenda.

3. Councilor Linda Holle

Councilor Holle mentioned several events and things happening in the community including the Free Community Dumpsters at Venus Park on April 24th, the Arbor Day Drive-Thru Tree Seedling Giveaway on April 30th, the emergency rental and utility assistance available through the State of NM, vacancies on the Santa Fe County Water Policy Committee, the Santa Fe County Satellite Office that is up and running in Edgewood, and the Blue Bus Service.

4. Mayor Pro-Tem/Councilor John Abrams

Councilor Abrams gave a round of applause to the Edgewood Police Department for the recent work with several incidents in the Town. He also mentioned the Police Department helped out with the Vaccination clinic held at Town Hall today, April 14th and thanked them for that.

C. Matters from the Clerk/Treasurer

Clerk/Treasurer Juan Torres informed Council that Edgewood made the list for top 10 cites in New Mexico for 2021 on safewise.com. He also stated the Town will be getting approximately \$1.4 million from the American Recovery Plan from the federal government. Lastly, he stated the Edgewood 7 trail design is under way and should be 90% designed by the end of August 2021. In regard to the pedestrian bridge, the Town has received all the updated rights of way and approvals from the State.

VI. CALENDAR REVIEW

A. Free Community Dumpsters/One-Day. One-Bag Clean-Up Challenge – April 24, 2021 – Venus Park

B. Next Regular Council Meeting April 28, 2021

C. Arbor Day Drive-Thru Tree Seedling Giveaway – April 30, 2021 – Town Hall

A. Santa Fe County District 3 Edgewood Senior Center planting day in celebration of Earth Day 2021 – May 8, 2021 – Edgewood Senior Center, 9:00 am to 5:00 pm

VII. ADJOURN

MOTION: Councilor Jaramillo made the motion to adjourn the meeting. Councilor Abraham seconded the motion.

VOTE: All councilors voted aye. The motion carried.

Mayor Pro Tem Abrams adjourned the meeting of April 14, 2020 at 9:12p.m.

PASSED, APPROVED, and ADOPTED this 28th day of April 2021.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk/Treasurer

**MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING
MAY 26, 2021 @ 6:30 P.M.
TOWN OF EDGEWOOD LIBRARY– 171B State Rd. 344**

CALL TO ORDER.

Mayor Pro Tem John Abrams called the meeting to order at 6:30 p.m.

Councilors Present: Audrey Jaramillo, Sherry Abraham, Linda Holle, and John Abrams

Also Present: Clerk/Treasurer Juan Torres, Chief of Police Darrell Sanchez, Attorney Jessica Nixon, possible new hire Joshua Reyes, possible new hire Monet Chavez, I.T. Administrator Jesus Velasquez, and Administrative Assistant Courtney Labrum.

PLEDGE OF ALLEGIANCE.

I. APPROVAL OF AGENDA

MOTION: Councilor Abraham made a motion to approve the agenda. Councilor Abrams seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

II. CONSENT AGENDA

- A. Council Meeting Minutes for November 2, 2020
- B. Council Meeting Minutes for March 10, 2021
- C. Council Meeting Minutes for March 24, 2021
- D. Council Meeting Minutes for April 14, 2021
- E. Council Meeting Minutes for April 28, 2021
- F. Council Meeting Minutes for May 12, 2021
- G. P & Z Meeting Minutes for March 23, 2021
- H. P & Z Meeting Minutes for April 27, 2021
- I. P & Z Report for the month of April 2021
- J. Code Enforcement Report for the month of April 2021.
- K. Police report for the month of April 2021.
- L. Animal Control Report for the month of April 2021.
- M. Road Department Report for the month of April 2021.
- N. Municipal Court Report for the month of April 2021.

MOTION: Councilor Holle made a motion to approve the Consent Agenda pulling items B, C, and D. Councilor Abraham made an amendment to the motion removing item A. Councilor Jaramillo made an amendment to the motion removing item F as well. Councilor Abrams seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

Councilor Holle stated it was unnecessary to individually go through items she pulled; B, C, and D. She stated she had an opportunity to go back and listen to the audio for those meetings and the changes that were made by Councilor Jaramillo at the last meeting were not in the audio, therefore incorrect.

Councilor Jaramillo asked if Councilor Holle would like her to go back and edit those minutes so they read verbatim.

Councilor Abrams stated it is his understanding that the original minutes that were presented before Council at the last meeting were in fact verbatim. He suggested that Council approve the original Meeting Minutes unedited.

Councilor Jaramillo stated the minutes were not verbatim and believes Council should start with item A and discuss each item individually.

A. Council Meeting Minutes for November 2, 2021.

MOTION: Councilor Abraham made the motion to remove these minutes permanently from the consent agenda as an invalid meeting, which can never be approved because it was chaired by a person who had been removed from office. Councilor Jaramillo seconded the motion.

Councilor Abrams cautioned Council that because everyone was in attendance at that meeting and decisions were made in the public, that constitutes a meeting regardless of whether Council feels it was valid or not.

Councilor Abraham compared the November 2nd minutes to the minutes of the February 3rd meeting that was cancelled due to technical difficulties. She stated they are invalid because the meeting was called by a Mayor who had been removed from office and can never be approved.

Councilor Abrams stated that meeting was demanded by the courts and called by Councilor Jaramillo.

VOTE: Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion died for lack of a majority.

B. Council Meeting Minutes for March 10, 2021.

Councilor Holle stated there is a discrepancy on page 7 in the redline text. She stated she would like the very last sentence, "So the public could participate in the spirit of collaborations from the Judge's order" to be stricken as that was not on the audio recording. She also stated the motion to Adjourn the meeting was made by Councilor Abrams, not Councilor Abraham.

Councilor Jaramillo stated she is certain those concepts were in there; however not verbatim and in a different order. She also stated she is okay with striking the mentioned sentence in order to get the minutes passed. She asked Council what their thoughts were.

Councilor Abrams stated the comments need to be placed in the correct spot or omitted.

Councilor Abraham stated if Council cannot come to a consensus that is was said, then the minutes need to be held for more edits.

MOTION: Councilor Abraham made the motion to send the March 10th Meeting Minutes back for edits and to be brought back at the next meeting. Councilor Holle made the amendment to have Councilor Jaramillo make the changes since she would know where the comments were stated. Councilor Jaramillo seconded the motion.

Councilor Holle stated the mentioned correction in the motion to adjourn also needs to be corrected.

VOTE: Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

C. Council Meeting Minutes for March 24th, 2021.

Councilor Holle stated she went back and listened to the audio for page two where Councilor Jaramillo

requested a change to Councilor Abraham's comment. She stated what was written in the original minutes was accurate and the requested changes were not what was said. The other item was at the top of page six where Councilor Jaramillo wanted to add "She asked why this was not added for action as she requested". After listening to the audio, she did not hear that being stated at that particular point. She requested to have that stricken, and the first change she mentioned to read as is in the original minutes.

Councilor Jaramillo stated the first part on page two should be left as the original minutes read and stated she is fine with striking the change she made on page six.

MOTION: Councilor Holle made the motion to approve the meeting minutes of March 24th, editing on page two the correction and changing it back to what the original statement said, on the next line, making sure it reads adverse, and finally, on page six, strike the statement in red that reads "She asked why this was not added for action as she requested." Councilor Jaramillo seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

D. Council Meeting Minutes for April 14th, 2021.

Councilor Holle stated she listened to the audio for this meeting as well and on page three, she could not find where the comment "and is not a violation of the OMA to represent the public during meetings." was made.

MOTION: Councilor Jaramillo made the motion to table these minutes and get the comment in the right spot. Councilor Abraham seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

F. Council Meeting Minutes for May 12th, 2021.

Councilor Jaramillo stated on page three, there is a typo in the top paragraph. It states, "the senior center Garden was done on Saturday and that is was perfect weather" and should be changed to "The senior center Garden was done on Saturday and the weather was perfect" so that it makes sense. She also stated on page two, item E, the motion for the police vehicle, needs to read "to purchase a new police vehicle, with markings, to replace the one that was totaled".

MOTION: Councilor Jaramillo made the motion to approve the minutes of May 12th, 2021 with her stated changes. Councilor Abraham seconded the motion.

VOTE: Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

III. DISCUSSION AND ACTION ITEMS

A. Discussion, Consideration and Action on approving the financial report for the month of April 2021.

MOTION: Councilor Abraham made a motion to table the financial report so the public will have an opportunity to look at it in a familiar format. Councilor Jaramillo seconded the motion.

Councilor Jaramillo stated she noticed that some of the legal expenses were paid and wasn't sure if that was the full balance that the Town owed. Second, she asked if the town paid for anything related to the case with former Mayor Bassett.

Councilor Abrams stated that since Council will be voting on tabling this item, this discussion should continue when Council brings it back.

Councilor Jaramillo asked if the Clerk/Treasurer would be able to provide that information between now and the next meeting.

VOTE: Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Jaramillo voted aye. Councilor Abrams voted nay. The motion dies for lack of a majority.

B. Discussion, Consideration and Action on the recommendation of the Mayor Pro Tem to hire Monet Chavez as the Secretary/Receptionist

MOTION: Councilor Holle made the motion to approve the hire of Monet Chavez as the Secretary/Receptionist for the Town of Edgewood. Councilor Jaramillo seconded the motion.

Councilor Holle asked Ms. Chavez to tell Council a little bit about herself. She also asked what the course work she took at CNM entailed.

Ms. Chavez spoke about herself and explained her CNM course work.

Councilor Jaramillo addressed Ms. Chavez stating she greatly respects her loyalty to her former employer stating it is a great characteristic to have. She also asked Ms. Chavez why she wants to work for the Town of Edgewood.

Ms. Chavez responded stating she has lived here her whole life and would love to work for the Town in which she lives.

Councilor Jaramillo asked Council if there were any conflicts of interest or nepotism issues with the most recent hires.

All Councilors stated "No."

VOTE: Councilor Abraham voted aye. Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

C. Discussion, Consideration and Action on the recommendation of the Mayor Pro Tem to hire Joshua Reyes as Heavy Equipment Operator for the Town of Edgewood

MOTION: Councilor Holle made the motion to approve the hire of Joshua Reyes as the Heavy Equipment Operator for the Town of Edgewood. Councilor Abraham seconded the motion.

Councilor Abraham asked what made Mr. Reyes apply to the Town of Edgewood.

Mr. Reyes stated he has kids, so he likes the Town's benefit package. He also stated he lives in the community and has worked for NMDOT for six years so he is very familiar with the roads.

Councilor Holle commented that Mr. Reyes looks like he has a lot of experience in the area.

Councilor Jaramillo asked Mr. Reyes about the time frames on his previous employment.

Mr. Reyes listed those approximate time frames for Council.

VOTE: Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. The motion carried.

IV. DISCUSSION ITEMS

A. Discussion on issuing an RFP for Legal Services for the Town of Edgewood

Councilor Abraham stated she would request that Council issue an RFP for Legal Services stating the Legal Firm currently attending meetings are conflicted between the four Council Members. She also stated that Council had never approved the contract extension with Robles, Rael, and Anaya.

Councilor Jaramillo asked when the last time was this went out to bid and what the process is for Mayor Pro Tem to move that forward.

Clerk/Treasurer Juan Torres stated that the last bid went out in 2019.

Councilor Abrams stated he will not support issuing an RFP because it would be unwise for Council to change legal firms at this time.

Councilor Jaramillo stated she also sent an email to Councilor Abrams requesting representation from an attorney that is not conflicted and requesting the Town procure legal services for all of Council.

Councilor Abraham stated the Town deserves representation that doesn't only represent half of the Governing Body and stated she does not want this law firm to represent the Town.

Councilor Abrams stated Councilor Abraham can do something about that.

Councilor Jaramillo stated she can provide case law on this matter if Council would like.

Councilor Holle stated issuing an RFP for legal services will just incur more legal fees which Council has been against for several years.

Councilor Jaramillo asked what the steps forward would be and what Council would need to issue an RFP.

Councilor Abrams stated there would need to be a Council in agreement.

B. Discussion regarding whether commissioners elected during the November 2, 2021 election should be elected from each respective district as provided by NMSA 1978, Sect. 3-14-6 or elected at-large.

Councilor Abrams reminded Council that he has not received an answer on this issue from the Secretary of State or the Attorney General.

Councilor Abraham recommended to reach out to communities that are the same size as the Town of Edgewood and allowing its citizens to vote for a commissioner in each district. She also stated that NMSA states it is the Town's decision to restrict voters to one district or all five, and Council has heard from several members of the public regarding this matter.

Councilor Abrams stated it may not be up to the public but up to the law, and unfortunately right now, the law is vague. That is why he has asked for clarification.

Councilor Abraham asked if when Council makes this decision if Mayor Pro Tem Abrams is also going to call for the election of a Municipal Judge.

Councilor Abrams responded "Yes".

Councilor Jaramillo read Statute 314-6A for Council and stated she believes it is the public's decision. This could easily be done through public hearings. She also asked what the next steps would be.

Councilor Abrams stated public input is needed; however, it is unclear whether the decision needs to be made through Proclamation, Ordinance, Resolution, or something else. This is why he has asked for the Secretary of State and Attorney General's input so it can be done correctly.

Councilor Jaramillo asked if Council would be willing to start the public hearings now in order to avoid a delay.

Councilor Abraham stated she doesn't believe Council can have public hearings without stating if it is for an Ordinance or Resolution. Council can have public meetings but now hearings.

Councilor Jaramillo stated she believes Council should go the Ordinance route.

Councilor Abraham stated in the past, Council has always submitted a Resolution stating what positions will be on the ballot. She stated Council should resubmit the Resolution after hearing what the public wants.

Councilor Holle stated she is in agreement with Councilor Abrams and would like to proceed by awaiting the opinion of the Attorney General.

Councilor Jaramillo stated Council should look at what other municipalities have done in regard to what vehicle Council should use to make this decision. She also stated Council has received 98 letters in favor of voting at large.

C. Public Comment regarding General Matters

The Governing Body entertained public comment from the following residents:

Jerry Powers

KR Scott

Linda Burke

Sabine Price

Phil Anaya

Sterling Donnor

D. Other Matters from the Councilors.

1. Councilor Audrey Jaramillo

Councilor Jaramillo stated \$50,000 was allocated for use in community programs and she requested to have a vote on the next agenda regarding the possibilities of what that funding could be used for. She also stated that Rio Grande Educational Collaborative has provided successful youth programs in the past and she would like it to be on an agenda for Council to consider collaborating with them or another company to provide youth programming. Next, she stated she would like to see the Water Commission money be brought back on a future agenda. She also asked if Councilor Holle would address the funding lost regarding First Choice. Next, Councilor Jaramillo stated that opening Town Hall is long overdue and would like that to be on a future agenda for Council to decide on. Next, she asked for the decision of hiring a Parks and Rec Director to be on the next agenda as well. She also asked why the Town is not going to have a ceremony for the Veterans on Memorial Day that was previously spoke about. Next, she commented again on the vehicle the Town should take for the election, gave examples from the City of Raton and the City of Aztec, and requested that Council start hearing from the public on the matter as an agenda item. Lastly, she requested the information regarding the legal fees.

2. Councilor Sherry Abraham

Councilor Abraham stated that for the second time in four years, every County in the State of New Mexico adopted a Proclamation declaring May as Motorcycle Awareness Month. She also stated she received an email from Mr. Scott regarding concerns about the Parks and Rec advisory committee. She also stated there are so many things that need to be addressed for the summer, including all the advisory committees, Town Hall and the Library being closed, and Section 34. She also stated that she once again calls for the position of the Parks and Rec director to be filled. Lastly, she stated that under the Consent Agenda, she does not see a Wastewater report which she believes Council needs monthly as well as a quarterly report presented by Mr. Hall.

3. Councilor Linda Holle

Councilor Holle mentioned that Library Curbside Services will begin on Wednesday, June 2nd. She also stated the Library will be distributing free Take and Make kits each week during the summer.

4. Mayor Pro-Tem/Councilor John Abrams

Councilor Abrams added to Councilor Holle's comments stating the library is currently under construction replacing shelving that Council approved. He stated the Library and Town Hall will most likely reopen at the same time. Next, he stated he would like to have the dedication of the

Purple Heart signs closer to veteran's day and save Memorial Day for those who have passed during service. Next, Councilor Abrams thanked Jeremiah Turner for his support of our Police Department. Councilor Abrams asked Council to inform the Town Offices if they are planning to attend the Fat Pipe Ribbon Cutting as well as the MRCOG Workshop because a possible Quorum will need to be posted. Next, he mentioned the movie nights that will be hosted by the Edgewood Police Department this summer. Lastly, he stated he has been working on obtaining funding for the construction of a new onramp/exit on I-40.

E. Matters from the Clerk/Treasurer

Clerk/Treasurer Juan Torres mentioned the CDI elections and explained how citizens can vote. Next, he stated Deputy Clerk Carla Salazar has been in touch with the school district and the Rio Grande Educational Collaborative about youth programming and they will try to get a presentation put together for Council. Lastly, he explained the issues with patrolling Echo Ridge and explained that the Town is constantly in there pulling out trash.

V. CALENDAR REVIEW

A. Next Regular Council Meeting - June 9, 2021

VI. ADJOURN

MOTION: Councilor Holle made the motion to adjourn the meeting. Councilor Abrams seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

Mayor Pro Tem Abrams adjourned the meeting of May 26, 2021 at 8:40 p.m.

PASSED, APPROVED, and ADOPTED this 23rd day of June 2021.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk/Treasurer

**MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING
JUNE 9, 2021 @ 6:30 P.M.
TOWN OF EDGEWOOD COUNCIL CHAMBERS– 171A State Rd. 344**

CALL TO ORDER.

PLEDGE OF ALLEGIANCE.

Mayor Pro Tem John Abrams called the meeting to order at 6:30 p.m.

Councilors Present: Linda Holle, Sherry Abraham, Audrey Jaramillo, John Abrams

Also Present: Clerk/Treasurer Juan Torres, I.T. Jesus Velasquez, Attorney Jessica Nixon, Administrative Assistant Courtney Labrum

I. APPROVAL OF AGENDA

MOTION: Councilor Abrams made a motion to approve the agenda. Councilor Holle seconded the motion.

MOTION: Councilor Abraham made a motion to table Item A indefinitely. Councilor Jaramillo seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. The motion dies for lack of majority.

MOTION: Councilor Jaramillo made a motion to remove Items IV. A and B until such time that we can have the requested agenda item which was a Discussion, Consideration and Action for these two items. Councilor Abraham seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

VOTE: Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. The motion carried.

II. CONSENT AGENDA

- A. Council Meeting Minutes for November 2, 2020.
- B. Council Meeting Minutes for March 10, 2021
- C. Council Meeting Minutes for April 14, 2021
- D. Planning and Zoning Meeting Minutes for May 4, 2021
- E. Planning and Zoning Meeting Minutes for May 11, 2021

MOTION: Councilor Abraham made a motion to remove all Council Meeting Minutes to be discussed separately. Councilor Jaramillo seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Jaramillo voted aye. Councilor Abrams voted nay. The motion dies for lack of majority.

MOTION: Councilor Abrams made a motion to approve the Consent agenda. Councilor Holle seconded the motion with two corrections to the minutes.

MOTION: Councilor Jaramillo made a motion to pull for discussion separately items A, B, and C. Councilor Abraham seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Holle voted nay. Councilor Jaramillo voted aye. Councilor Abrams voted nay. The items stay on the Consent Agenda.

VOTE: Councilor Abraham voted nay. Councilor Jaramillo voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion dies for lack of majority.

III. ACTION ITEMS

A. PUBLIC HEARING (Quasi-Judicial) Request for Zone Change – on the application of East Mountain Cowboy Church for a Zone Change of one lot from C2 Commercial to SU – Special Use. S 1/2, T10N R7E SEC 36, of 60.20 acres, aka 1 Riverview Rd., NMPM, Town of Edgewood, Santa Fe County, New Mexico

Mayor Pro Tem Abrams introduced the public hearing and read the legal description. He then went on to read into record the judicial procedures on public hearings. Mayor Pro Tem Abrams asked Planning & Zoning Administrator Tawnya Mortensen if public notices had been posted as required, and she answered that they had. Mayor Pro Tem continued with the judicial procedures on participating parties and the guidelines on giving testimony and cross examination for all participating parties. He then asked each member of the Governing Body if they had any ex parte communication or any conflicts of interest. He began with himself by stating that he had no ex parte communication or any contact with anyone coming forward.

Councilor Abraham answered that she did have ex parte communication with some of the people back when they first purchased the property when there were concerns with ingress and egress. She added that she spoke to Tawnya Mortensen and both parties on each side and they all assured her that it did not matter until it came before the board, and they decided to build something or change something. She added that she has not had any further discussion other than that and has no conflict of interest but was willing to recuse herself if everyone feels that she should.

Councilor Holle stated that she had no ex parte communication or any conflict of interest.

Councilor Jaramillo asked Mrs. Mortensen if being a member of the church or donating to the church would be a conflict of interest. Mrs. Mortensen asked legal counsel, Jessica Nixon to give input. Councilor Jaramillo added that she is not a member but has donated to the church. Ms. Nixon answered that she did not believe that was a conflict and she appreciated Councilor Jaramillo's disclosure.

Mayor Pro Tem asked if anyone objected to Councilor Abraham's participation.

Councilor Jaramillo asked Mrs. Mortensen if she felt that with the discussions that Councilor Abraham had earlier would affect the decisions tonight. Tawnya Mortensen answered that she did not feel it would since the discussions happened before there were any active applications. Councilor Jaramillo stated she had no objections with Mayor Pro Tem following that he did not have any either. Mayor Pro Tem then asked everyone in attendance if they had any objections to any member of the Governing Body participating in the proceedings. Hearing no objections from all unmuted callers, Mayor Pro Tem moved forward with swearing in all persons planning on providing testimony during the public hearing.

At this time, all callers were unmuted to be sworn in. Mayor Pro Tem Abrams then explained that each person wishing to speak for or against the application must give their name and whether they were a proponent or opponent for the application. Mayor Pro Tem Abrams explained the order of testimony. He stated that staff will speak first followed by the applicant, proponents, opponents and then the final staff report. Mayor Pro Tem added that there will also be cross examination allowed as well. At this time, each caller online was unmuted one at a time to communicate their name and whether they were a proponent or opponent. (Not all callers chose to participate)

Caller 5 – Martha Eden, Proponent

Caller 7 – Ray Seagers, Proponent

Caller 19 – Karen Kiser, Proponent

On Video – Kay Wilks, Opponent (Kay stated that there were others that wanted to speak but were unable to give their names. Mayor Pro Tem stated that they would look at that issue momentarily)

Caller 28 – Vicki Bringas – Proponent

On Video – John McCauley – Applicant

On video – Kay Wilks stated that there are people on that would like to talk but they have not given their names. A brief discussion ensued about callers not knowing their caller numbers. Mayor Pro Tem stated they could unmute the callers and go down the list once again.

Caller 10 – Julia Kirkpatrick – Proponent

Caller 14 – Wade & Julie Lee – Opponent

At this time, the caller queue had been gone through twice. Mayor Pro Tem Abrams decided to proceed with the hearing.

Mayor Pro Tem Abrams asked staff for the preliminary staff report. Planning & Zoning Administrator, Tawnya Mortensen read the staff report into record which included information of zoning, completed development, continued grading and drainage review, Technical Advisory Committee meeting, Public Hearing in front of the Planning and Zoning Commission from March 23, 2021, concerns from abutters, and NMDOT driveway permit status.

Mayor Pro Tem asked to hear from the applicant. John McCauley, representative for East Mountain Cowboy Church presented. During his testimony he spoke about the importance of the arena and how it will help the youth of the community. He also stated that the East Mountain Cowboy Church is involved in outreach for the homeless, first responder support and other organizations. Mr. McCauley referred to a map and screen shots that were added to the packet to illustrate the concerns from abutters on noise and dust which he will speak on during his presentation. He also stated that the New Mexico Department of Transportation had recently approved the driveway access off Old U.S. Hwy 66 which will alleviate all the previous mentioned concerns of traffic and dust. He added that the north access off Riverview Rd will be for emergency access only. Mr. McCauley also stated that the events they have planned will have a great economic impact on the town of Edgewood as folks that travel to the events will spend money at local businesses.

Mr. McCauley took the time to list all permissive uses that are allowed in the current zoning of the property which is C2. He explained that they would not be doing any of those uses on the property. He added they only want to have their church and activities on the arena. (Applicant testimony ended.) Mayor Pro Tem Abrams opened it up to questions from the Councilors.

Councilor Jaramillo asked the applicant for the timeline on the church building and activities. Mr. McCauley answered that the arena is close to being done and the church is a year out due to financial situation. Councilor Holle stated that she did not have any questions as she understood this is just a request for a zone change.

Councilor Abraham had questions on the attachments Mr. McCauley had sent. Mr. McCauley explained that the first attachment was a topographical sheet of the property. He added that the church members had conducted some research on wind directions and which way the wind blows (normally) and the date range as well which is shown on the topographical picture. He went on to explain that the research shows that the highest humidity is during mid-July through the end of the year and that is when there is the least amount of dust, although there are variations in the data. Mr. McCauley went on to state that according to this information, for the better part of the year, the wind does not blow directly from the arena area to Ms. Wilks property. He added that her property is approximately thirty degrees east of the arena which was measured with a digital compass. Mr. McCauley went on to explain vehicles that he observed traveling down Riverview in both directions with the wind traveling west to east and the dust was traveling to the north of Ms. Wilks residence and of Riverview because of the orientation of the roadway and because of the direction of the way the wind was blowing. He also added that the church has purchased a water truck to help combat any dust generated from the property. Mr. McCauley explained that the arena is made up of sand and not much dust is generated from it and the dust is from the parking lot which is made up of dirt. The church is planning on packing base course to the parking lot which will also help with any dust issues. Mr. McCauley asked if anyone had questions on the map. Councilor Abraham answered that she did not have any but did ask if NMDOT had any concerns over the generated dust on the highway. Mr. McCauley answered that the dust was not addressed by NMDOT and added that the sand arena does not create that much dust. He added that there is dust created off V Hill and Riverview from cars traveling and the rate of speed that they travel at. Councilor Abraham agreed and stated that the drier it gets in Edgewood, the dustier it gets and added that she thinks the church has done what they can do.

Mayor Pro Tem asked if there were any other questions from the board. With hearing none, he asked if there were any questions from the staff. Mrs. Mortensen replied she did not have any. At this time Mayor Pro Tem asked to unmute all callers to hear from anyone that wanted to cross examine the applicant.

Kay Wilks stated that she was not the only one in the area that was experiencing issues from the dust. She added that many people around the area experienced issues with the dust. She went on to state that the trail to the north of the church property is now full of sand since the arena has gone in. Mr. McCauley answered that the sand that is on the "illegal road" is a different type of sand and is not from the arena. He invited her to come to the property where he can show her the difference. Mr. McCauley added that the sand where the four wheelers ride is very fine because of the dry conditions. Ms. Wilks stated that she walks that path often and it has changed since the arena has gone in.

Mayor Pro Tem asked for proponents to speak at this time and called for Martha Eden to speak. Martha Eden spoke in favor of the zone change and stated that the land has sat vacant for years and it would take millions to develop it with anything that is listed under C2 as there is no water line there and would need commercial fire flow as well. She added that it is a good idea to rezone it to SU for the church and will be a great facility for the town.

Ray Seagers also spoke in favor of the zone change by saying that the church has already given the town activities that have been dormant for years and have created a facility that has already brought people to the town and people now have something to do.

Karen Kiser stated that the Cowboy Church is the most promising thing she has seen come to town in the seven years that she has lived here. She added that although the church is not in her neighborhood, in her experience, a busy, active parish brings more good than harm. She added that the permissive uses that were listed by Mr. McCauley earlier and the cost that it would take to develop, the church and arena are a higher and better use for this land and for the town.

Mr. McCauley quickly added a statement to Ms. Wilks that the closest house to the property is 1,041 feet at number 62 Riverview Rd.

Mayor Pro Tem called on Vicki Bringas to speak as a proponent next. Ms. Bringas stated that she was only participating to give historical information as a former owner of the property.

Julia Kirkpatrick was then called on by Mayor Pro Tem to speak on behalf of the application where she stated she owned property to the west of the church property and has no reservations. She added that she supports any activities that bring the youth to do something other than sit behind a screen. She ended by saying that she is in favor of the zone change.

Mayor Pro Tem Abrams stated that was the end of the list for proponents and asked if the Council had any questions for any of the proponents that spoke. Hearing none, he asked the staff if there were any questions. Tawnya Mortensen stated she did not have any questions. Mayor Pro Tem Abrams then asked Mr. McCauley if he had any questions for the proponents, which he did not.

At this time Mr. McCauley began his explanation of the screen shots of decibel readings that were in the packet. He explained that late one afternoon a few church members hooked up speakers and played music loudly in order to measure the decibels at different areas on and around the property. They also measured by Kay Wilks driveway entrance as well as Wade and Julie Lee's driveway entrance. The screenshots were proof of what the readings were. The readings were taken six feet in front of the speakers, and they rotated the speakers in different directions during the readings. Normally the speakers will face north. Mr. McCauley went on to explain the readings and where they were taken at. He added the readings in front of Ms. Wilks driveway (3,057 feet from music source) which is not quite as far as where her house sits, and it read at 47.2 decibels which is determined to be an ambient noise level and the music could not be heard at all. He also took a reading from 62 Riverview Rd (1,041 feet from music source) where the reading came out at 54.0 decibels and the music could be faintly heard.

Mayor Pro Tem Abrams moved on to the opponents.

Kay Wilks began by stating that during their sound test she could hear the music playing from her driveway and Julie Wade could hear the music from her house as well. Ms. Wilks added that it was intermittent depending on the wind direction, but she could hear the music that was being played. Ms. Wilks then asked the governing body to deny the zone change and went into a brief history of the property which included the residents around the property being told by the town that any potential development on that property would need to be approved by planning and zoning but that has not happened with the Cowboy Church as they already have built an arena and held events. Ms. Wilks spoke about a rodeo that was held there where over 600 people attended. Ms. Wilks also

spoke about the March 23, 2021, P&Z meeting where the Commissioners recommended the zone change to Town Council. She felt they should not have recommended the zone change based on their reactions to information that came out during the meeting on future plans for the property that were not included in the initial zone change application. Ms. Wilks added that she is not opposed to the rodeo lifestyle but would like C2 Zoning to remain to provide restrictions on large scale events. She added that the town does not have anything in the ordinance that restrict large scale events and once they have SU zoning, they will be able to do anything they want to do. Ms. Wilks reported that the East Mountain Cowboy Church plans on holding multiple youth rodeos as well as East Mountain Ranch Rodeos this summer. She went on to add that the Ranch Rodeos already have over 100 teams signed up to participate where they are planning on holding an outdoor concert and a dance. Ms. Wilks talked more about the March 23rd meeting where it was stated by the church members that they plan on having a community farm and single action shooting events on the property as well which it appeared Planning and Zoning knew nothing about. She also communicated concern about wells in the area being affected by wells that would be used to water the community farm. Ms. Wilks was also concerned about the need for law enforcement that may be needed for large scale events. She added that other businesses have been denied developing on this property in the past due to safety concerns and traffic safety. She ended with once again asking to deny the zone change.

Mr. McCauley began to cross examine Ms. Wilks but was stopped by Mayor Pro Tem who explained that other opponents would get to speak before the cross-examination portion could begin.

Mayor Pro Tem asked for Wade and Julie Lee to speak as opponents to the application.

Julie Lee began by stating that they live at 60 Riverview Rd where it is not situated directly across from the entrance to the property but are directly across from the property. She thanked the Cowboy Church for changing the entrance onto their property as the traffic had been ridiculous when they were grading the property and for the rodeo. Mrs. Lee added that during the Planning and Zoning meeting it was discussed that there would be turning lanes created for the entrance off Rt. 66. She continued explaining the increased traffic that would generate from future events would be a danger on Rt 66 as people already cross lanes whenever they want and turning lanes would help keep everyone safe. Mrs. Lee went on to say that she did not oppose the church, the rodeos or what the church wants to do for the community but just does not like it being across from her home. She then spoke about the dust and noise that the church generates during the events and stated that during the events the noise is loud, and the events go on until 9pm or later along with bright lights that stay on. She added that during their noise test, she and her husband were watering in their back yard and wondered where the music was coming from. She continued saying that she walked to the front of her property and found that the music was coming from the Cowboy Church. Mrs. Lee stated that during the rodeo last year, the music was so loud that she and her husband could not hear their t.v. She also discussed the dust issue by talking about a high wind day with tornado warnings where the dust that was generated from the church property traveled across Rt 66 towards the freeway and caused her to not be able to see the highway. Mrs. Lee asked how late the events will go because the bright lights shine into her windows and the music is too loud that she can't open her windows at night.

With no other opponents wanting to speak, Mayor Pro Tem Abrams asked if the Council had any questions. Hearing no questions from the Council, Mayor Pro Tem asked the staff if there were any questions for the opponents. Mrs. Mortensen stated she did not have questions but rather a comment on something that was said during the Planning and Zoning meeting that was not accurate regarding the turning lanes. Mayor Pro Tem allowed it.

Mrs. Mortensen stated that the Planning and Zoning Commission did not say that the turning lanes were needed, they were saying that turning lanes would be up to NMDOT as it is their jurisdiction. Tawnya went on to add that she was on a virtual meeting with NMDOT and the Cowboy Church where the subject of turning lanes came up and NMDOT did not see the need for turning lanes since all church events take place on days that are not peak traffic days.

Mayor Pro Tem Abrams then asked if the applicant would like to cross examine the opponents. Mr. McCauley stated that Mrs. Wilks had given comments on the Easter Service but has not given any specifics on any other events and does she have any comments towards them and identify them if she would and he would address them for her.

Kay Wilks replied by saying she had mentioned it to different individuals including members of the church who had come to visit her at her office. She spoke about the different church services and the loud music that they could hear during a family event in her yard. She added that she had already discussed how loud the rodeo event was also when the church members were out on the property doing the noise testing.

Mr. McCauley asked about the drive-in service on Memorial Day Weekend. Ms. Wilks replied that she was out of town that weekend and does not know the answer to that. Mr. McCauley went on to add that everyone is entitled to their own opinions and perceptions, but they are not backed by scientific or mathematical facts. He added that the 600 plus attendees for the rodeo that was reported in the paper was not true as Mr. McCauley counted 157 vehicles at the peak time. He added that vehicles were in and out all day. Mr. McCauley addressed Mrs. Wilks statement of wanting the church and not the arena by stating that is what their motto is built on and that is how they work with the youth of Edgewood. He also addressed her concern of the farm, which he explained would be a garden to teach people how to grow organically from a member of the church who is a certified organic grower. He also addressed Mrs. Wilks' statement on 200 teams signed up for the Ranch Rodeo which he corrected that there are only 14 teams slated for that event and each team has six members but added that the event has been moved to Moriarty. Mr. McCauley then gave a brief explanation on SASS events and how that type of shooting works adding that no projectiles are used. He went on to report that the Founders Ranch has been purchased and the events for SASS will continue at the original property. Mr. McCauley also gave information on obtaining the driveway permit off Rt.66 and all the traffic studies that they did to make sure it was safe. A brief discussion ensued between Mr. McCauley and Mrs. Wilks regarding the songs that were being played during the noise testing and whether Mrs. Wilks would be able to hear the music with the wind direction of that day.

At this time Mayor Pro Tem Abrams interrupted the discussion to state that Jill Brady had sent a message to the chat. Mayor Pro Tem Abrams asked Ms. Brady if she was a proponent or opponent for the application and if she wishes to speak. Ms. Brady replied in the chat that she was an opponent, and she did not want to speak.

Mayor Pro Tem Abrams asked the applicant if he had any further cross-examination for the opponents and he did not.

Mayor Pro Tem Abrams asked staff for the final staff report. Mrs. Mortensen read the final staff report which stated that staff recommends approval of the zone change.

Mayor Pro Tem Abrams asked if the Council had any questions for staff. Councilor Jaramillo asked about the mention of an illegal road and wondered if it was a pathway or a road and if it needed to be closed. Mr. McCauley jumped in and stated that it is on the easement just outside of the church property between the property and Rt. 66 and should be closed for safety reasons. He went on to say that people walk that path and ATVs ride there where a path is now worn down. He went on to say that is a "two-track" road and it is illegal by state law to have it in an easement. Councilor Jaramillo asked if the opponents have a problem with that road and the dust and traffic that is on it. Mrs. Mortensen replied that she does not know as she has not had any calls on that. Councilor Holle did not have any questions.

Councilor Abraham asked if the town had anything about hours of operation for events to address the lights. She also added that she knows we do not have any permitting process for events and wonders if we need to create one to protect night sky and noise.

Tawnya Mortensen explained that the lights that have been used for the rodeo events must be rented since she does not know of any permanent lights. She went on to add that if there are going to be permanent lights, they will need to follow guidelines for night skies and be capped and pointed down. Tawnya also explained that the portion of the ordinance that addresses noise stated that from 7 p.m. to 7 a.m. the noise level needs to be at a certain decibel. Mrs. Mortensen finished up by stating that currently there is not a Special Event Ordinance but a draft can be created if that is what the Governing Body wishes.

Councilor Abraham asked the Governing Body if they feel like a Special Event Ordinance is needed and asked them to think about this same situation if this were going on in their backyard and if they would want something in place.

Mr. McCauley interjected that with a property of 60 acres, they really are not in anyone's backyard with the closest residence to them at 1,041 feet. He also added that as far as the events, they were within the guidelines of the lighting and the noise level after 7 p.m. at night.

Councilor Jaramillo asked Mr. McCauley if the distance between the arena and the neighbors was three football fields away. Mr. McCauley answered that it was.

Mayor Pro Tem Abrams asked if Mr. McCauley had any questions for staff and he did not.

With no other questions for staff, Mayor Pro Tem Abrams asked Mr. McCauley for his closing statement.

Mr. McCauley thanked everyone for the opportunity to speak and added that they look forward to serving the community and especially the youth.

At this time Mayor Pro Tem Abrams closed the Public Hearing and opened it up for deliberations. Councilor Jaramillo thanked everyone for their participation in the hearing so that the Council can make an informed decision. She went on to say that what she heard from the opponents were concerns over dust, noise and lights and also understood that the church plans to address and correct those concerns. Councilor Jaramillo added that she did not hear anyone object to that lifestyle and added that Kay Wilks participated in 4H and approved of that type of lifestyle. She also stated that she heard that there would not be a large garden but a plan to teach people how to garden at their own home. She is excited to see the opportunities this can bring for the youth. She added that during campaigning many asked for there to be things for youth to do in Edgewood. Councilor Jaramillo asked for both sides to be good neighbors to each other.

There were no other comments from Council and Mayor Pro Tem Abrams entertained a motion.

MOTION: Councilor Holle motioned to approve the zone change on the application of East Mountain Cowboy Church for a Zone Change of one lot from C2 Commercial to SU Special Use at S 1/2, T10N R7E SEC 36, of 60.20 acres, aka 1 Riverview Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico. Councilor Jaramillo seconded the motion.

VOTE: Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abraham vote aye. Councilor Abrams voted aye. The motion carried.

B. Discussion, Consideration and Action on ordinance 2021-04 making an amendment to the Town of Edgewood Zone Map

MOTION: Councilor Holle made a motion to approve ordinance 2021-04 making an amendment to the Town of Edgewood Zone Map. Councilor Abraham seconded the motion.

Councilor Jaramillo encouraged everyone to be neighborly and both sides respect each other as this moves forward.

VOTE: Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

C. Discussion, Consideration and Action on Resolution 2021-08 an election resolution calling for the election of a Municipal Judge at the next Regular Local Election to be held on November 2, 2021

MOTION: Councilor Holle made a motion to approve Resolution 2021-08 an election resolution calling for the election of a Municipal Judge at the next Regular Local Election to be held on November 2, 2021. Councilor Abrams seconded the motion.

Councilor Abraham advised that she thinks this item needs to be tabled and relook at the resolution we have and already passed, just add a judge to that one since it has already been submitted to the County Clerk.

Councilor Jaramillo expressed concerns that Councilor Abraham requested this to be on this agenda and provided Resolution language. She stated that Councilor Abraham requested this information be provided to the Councilor and it was refused. Attorney Jessica Nixon advised that the email was provided at 12:30 on the day of the meeting which is not in compliance with the open meetings act and it would not allow the public enough time to review it. Councilor Jaramillo feels that the information should have still been sent out to the Councilors. Ms. Nixon stated again that the email from Councilor Abraham was received at 12:30 that day. Councilor Jaramillo stated that is not an issue because people read their email daily. She is concerned that the only thing that is in their packet is Pro Tem Abrams information and nothing from

Councilor Abraham. Councilor Jaramillo feels that the Councilors are being cut out. Mayor Pro Tem Abrams stated he was asked by Councilor Abraham to put this resolution on the agenda and he didn't have a resolution from Councilor Abraham until 12:30 this afternoon and if Council doesn't wish to pass the resolution they could vote it down. Councilor Jaramillo asked for a draft of the packet the Wednesday before, so they have the opportunity to provide anything that needs to be provided. She asked that we bring the Operating Resolution back.

MOTION: Councilor Jaramillo made a motion to table this item until the next meeting. Councilor Abraham seconded the motion.

VOTE: Councilor Holle voted nay. Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted nay. The motion dies for lack of majority.

VOTE: Councilor Abraham voted nay. Councilor Jaramillo voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion dies for lack of majority.

- D. Discussion, Consideration and Action on approving the financial report for the month of April, 2021
Clerk/Treasurer Juan Torres presented the financials. Councilor Jaramillo voiced her concerns regarding the legal bills.

MOTION: Councilor Holle made a motion to approve the financial report for the month of April 2021. Councilor Abrams seconded the motion.

VOTE: Councilor Jaramillo voted nay. Councilor Abraham voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. The motion dies for lack of majority.

IV. DISCUSSION ITEMS

- A. Discussion on the hiring for a Parks and Rec Position
Removed from Agenda.
- B. Discussion on Community and Youth Programs
Removed from Agenda.
- C. Public Comment regarding General Matters
Ray Seagers

Mayor Pro Tem John Abrams called for a 5-minute recess.
Council took a recess at 8:58 p.m.
Council returned from recess at 9:04 p.m.

Linda Burke
Phil Anaya
Thomas McGill
Karen Kiser
Sabina Price
Sterling Donner
Louis Abraham

- D. Other Matters from the Councilors.

- 1. Councilor Audrey Jaramillo
Councilor Jaramillo would like to see a resolution on the next agenda for Action to open up Town Hall to the public and have in person meetings. Councilor Jaramillo requested to have the following

items on the next agenda, an election resolution, youth programing, and hiring for the Parks and Rec position.

2. Councilor Sherry Abraham

Councilor Abraham asked if we would have large district maps in Town Hall or posted around Town. She also stated she would like to see an Action Item for hiring the Parks and Rec position and re-establishing the Advisory Board. She requested to have John Bassett removed from the Town website as the Mayor.

3. Councilor Linda Holle

Councilor Holle addressed her comments to Councilor Jaramillo about a letter dated June 1, 2021, that Councilor Jaramillo sent via email to the New Mexico Attorney General, Hector Balderas. Councilor Holle stated that Councilor Jaramillo had misrepresented that her letter was submitted on behalf of the Governing Body of the Town of Edgewood. Councilor Holle also stated that the letter included statements that were inaccurate and others which were falsely attributed to herself.

4. Mayor Pro-Tem/Councilor John Abrams

Councilor Abrams spoke about the Parks and Rec position and feels that the Town is missing out on Federal money and Grants. He stated there are youth programs lined up. Councilor Abrams stated he would like to see the meetings change for the better.

E. Matters from the Clerk/Treasurer

Clerk/Treasurer Juan Torres spoke about the Community Programs. He stated the Audit would be brought up at the next meeting. He also stated that only one responsive proposal was received for the Audit services for 2021 and that audit company is Beasley Mitchell. Councilor Jaramillo stated she was concerned there was a conflict with the auditor that was selected.

V. CALENDAR REVIEW

A. Next Regular Council Meeting - June 23, 2021

VI. ADJOURN

MOTION: Councilor Holle made a motion to adjourn the meeting. Councilor Abrams seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

Pro Tem John Abrams adjourned the meeting of June 9, 2021 at 9:56 p.m.

PASSED, APPROVED, and ADOPTED this 23rd day of June 2021.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk/Treasurer

**TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION
MEETING MINUTES**

Planning & Zoning Minutes										
May 4, 2021	6:30 p.m.	171 A State Rd 344								
1. CALL TO ORDER/ROLL CALL	<p>Chairman Glenn Felton opened the meeting at 6:34 p.m. He stated that this meeting is effectively a redo of the April 13, 2021 P&Z Meeting, due to issues of the public not being able to participate in the original meeting.</p> <p><u>In attendance (Virtually or by Phone):</u></p> <p>Commissioner Steven Foxe Commissioner Janelle Turner Commissioner Jim Lee</p> <p><u>Staff in attendance (Virtually):</u></p> <p>Tawnya Mortensen Tim Dvorak</p> <p><u>Public in attendance/Virtually or by Phone:</u></p> <table style="width: 100%; border: none;"> <tr> <td>Lorenzo Dominguez</td> <td>Stephen Searfoss</td> </tr> <tr> <td>Daniel Kniffin</td> <td>Mary Lou Simpson</td> </tr> <tr> <td>Phil Beatty</td> <td>Patrick Thompson</td> </tr> <tr> <td>Theresa Cordova</td> <td></td> </tr> </table>		Lorenzo Dominguez	Stephen Searfoss	Daniel Kniffin	Mary Lou Simpson	Phil Beatty	Patrick Thompson	Theresa Cordova	
Lorenzo Dominguez	Stephen Searfoss									
Daniel Kniffin	Mary Lou Simpson									
Phil Beatty	Patrick Thompson									
Theresa Cordova										
2. APPROVAL OF AGENDA	<p>Chairman Felton entertained a motion for approving the Agenda.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Turner: Motion to approve the agenda.</p> <p>SECOND: Commissioner Foxe</p> <p>ROLL CALL VOTE: Commissioner Lee – Aye Commissioner Turner – Aye Commissioner Foxe – Aye Chairman Felton - Aye</p> <p>ACTION: The motion to approve the Agenda carried.</p>									
3. APPROVAL OF MINUTES 3/23/2021	<p>Chairman Felton entertained a motion for approving the Minutes from 3/23/2021.</p> <p>DISCUSSION: Chairman Felton noted that all changes discussed by the Commission from the 4/13/21 meeting had been incorporated into the Minutes in the packet. Commissioner Turner noticed under motion to adjourn that the Minutes stated that she had entertained the motion to adjourn, but she had not done so at that meeting. Commissioner Turner asked to change that language to reflect “Chairman Felton entertained a motion to adjourn.”</p> <p>MOTION: Commissioner Turner: Motion to approve the Minutes from March 23, 2021 with the proposed change.</p> <p>SECOND: Commissioner Foxe</p> <p>ROLL CALL VOTE: Commissioner Foxe – Aye Commissioner Lee – Aye</p>									

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	<p>Commissioner Turner – Aye Chairman Felton - Aye</p> <p>ACTION: The motion to approve the Minutes from 3/23/2021 carried.</p>
4. ACTION ITEM	
Findings of Fact & Conclusions of Law	<p>Application of East Mountain Cowboy Church for a Zone Change of one lot from C2 Commercial to SU – Special Use. S ½, T10N R7E SEC 36, of 60.20 acres, aka 1 Riverview Rd., NMPM, Town of Edgewood, Santa Fe County, New Mexico.</p>
	<p>Chairman Felton introduced the next item and noted again that the changes the Commission had discussed on 4/13/21 had been incorporated into the document in the packet. He asked the Commissioners if they saw any needed changes.</p> <p>Hearing nothing, Chairman Felton entertained a motion to approve the Findings of Fact & Conclusions of Law.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Turner: Motion to approve the Findings of Fact & Conclusions of Law as presented.</p> <p>SECOND: Commissioner Foxe</p> <p>ROLL CALL VOTE: Commissioner Lee – Aye Commissioner Turner – Aye Commissioner Foxe – Aye Chairman Felton - Aye</p> <p>ACTION: The motion to approve the Findings of Fact & Conclusions of Law carried.</p>
5. PUBLIC HEARING	
Request for Subdivision	<p>Application of Lyle Bolte for a subdivision of one lot into three at Lot 9A-1, T11N R7E SEC 33, of 7.50 acres, aka 0 Edgewood (Lot off Nugent and Northland Rd), NMPM, Town of Edgewood, Santa Fe County, New Mexico.</p>
	<p>Chairman Felton introduced the next item and proceeded to read the rules on Public Hearings. After reading the rules, Chairman Felton asked Tim Dvorak if all the Public Hearings were posted as required by Ordinance and he stated that they were. Chairman Felton then asked the Planning & Zoning Commissioners if they had any conflicts of interest or ex parte communications for any of the Public Hearings tonight. Commissioner Lee – no and no, Commissioner Turner – no and no, Commissioner Foxe – no and no, and Chairman Felton – no and no. He then asked if there was anyone present</p>

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(virtually) that had any issue with any of the Commissioners participating in the Hearing. With no one answering, he continued with swearing in anyone who would be testifying in any of the Public Hearings. Sworn in were Tawnya Mortensen, Tim Dvorak, Lorenzo Dominguez, Stephen Searfoss, Daniel Kniffin, Phil Beatty, Mary Lou Simpson, and Patrick Thompson.

Chairman Felton asked Staff to present the staff report. Tim Dvorak read the staff report into the record. There were no questions for staff, so Chairman Felton asked the applicant to present the application for the subdivision. Mr. Lorenzo Dominguez stated that basically everything had been covered in the staff report, and that this application was a simple subdivision request to divide 7.5 acres into three 2.5 acre lots. He stated that public utilities are in the ground and water availability letter from Entramosa and sewer service availability letter from the Town of Edgewood were included in the packet and squared away as well.

Chairman Felton then asked Commissioners if they had any questions for the applicant or staff. Hearing none, he asked the public if anyone in attendance was here to ask questions of the applicant. Hearing none, he asked if anyone in attendance from the public was here to speak for or against the proposal. Hearing none, Chairman Felton asked Commissioners and staff if they had any further questions. With no further questions, Chairman Felton asked Tim Dvorak to read the final staff recommendation and he read it into the record.

Chairman Felton entertained a motion.

DISCUSSION: None

MOTION: Commissioner Foxe: Motion to recommend the application of Lyle Bolte for a subdivision of one lot into 3 in T10N R7E SEC 33 of 7.5 acres aka 0 Edgewood (Nugent and Northland) NMPM, Town of Edgewood, Santa Fe County, New Mexico be affirmed.

SECOND: Commissioner Lee

ROLL CALL VOTE: Commissioner Lee – Aye
Commissioner Turner – Aye
Commissioner Foxe – Aye
Chairman Felton - Aye

ACTION: The motion to approve the subdivision of 1 lot of 7.5 acres into 3 lots of 2.5 acres carried.

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6. PUBLIC HEARING	
Request for Subdivision	Application of Stephen Orla Searfoss for a subdivision of one lot into two at Tract S-3, T10N R7E SEC 35, of 2.566 acres, aka 40 Kennedy Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico.
	<p>Chairman Felton introduced the next item and proceeded to ask Tim Dvorak to present the staff report for the next Public Hearing. Mr. Dvorak read the report into the record. Chairman Felton then asked the applicant, Mr. Stephen Searfoss, to present his application.</p> <p>Mr. Searfoss spoke that most lots in the area are 1 acre in size, so his proposal makes sense and conforms with the area. He stated that utilities are currently at the property and he would like to have more space for future projects. Chairman Felton asked if the Commissioners had any questions for the applicant. Hearing none, he asked if anyone from the public would like to cross-examine Mr. Searfoss.</p> <p>Mr. Phil Beatty stated that he owns 44 Kennedy Rd and stated that the house that Mr. Searfoss had already permitted at 40 Kennedy Rd was in a state of disrepair and that he had sent pictures to P&Z detailing his concerns. He stated that there did not seem to be a trash service being used for the property. He went on to ask who would be responsible for those types of issues for a rental and if this new property would be another rental or would be occupied by the builder. Mr. Searfoss replied that as the property owner he wants to make sure that his lot meets Town standards and offered to give his contact information to Mr. Beatty so that he can directly call him with any issues that may arise. Mr. Searfoss also mentioned that the strong winds had partially blown off the roof of the porch of the current home there and that yes, it does have trash service. He went on to state that no, he does not plan to live at the proposed second lot at this time.</p> <p>Chairman Felton asked if anyone else from the public wished to speak against this proposal. Hearing nothing, he then asked if anyone from the public was here to speak in support of the proposal. Hearing nothing, Chairman Felton asked if Commissioners or staff had any questions or concerns for Mr. Searfoss or Mr. Beatty. Hearing nothing, Chairman Felton asked Mr. Dvorak to present the final staff report. Mr. Dvorak read the final staff report into the record.</p> <p>Chairman Felton then asked Mr. Searfoss for his closing statement. Mr. Searfoss asked that if the meeting needs to be redone again, that it only be for the hearings in which the public could not get through. Chairman Felton stated that</p>

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	<p>there were still a few other members of the public on the call and asked if any of them wished to comment on this matter. All persons replied no.</p> <p>Commissioner Turner stated that this application looks very straightforward and looks consistent with the Ordinance. She also stated that Mr. Beatty's and potentially other neighbors' concerns of potential property issues can be taken up with Code Enforcement should it be necessary.</p> <p>Mr. Searfoss asked if staff could please email him the pertinent documents for property violations so that he may share it with his renters.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Turner: I move the Commission approve the application of Stephen Orla Searfoss for a subdivision at Tract 2 S3 T10N R7E SEC 25 of 2.566 acres aka 40 Kennedy Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico.</p> <p>SECOND: Commissioner Foxe</p> <p>ROLL CALL VOTE: Commissioner Lee – Aye Commissioner Turner – Aye Commissioner Foxe – Aye Chairman Felton - Aye</p> <p>ACTION: The motion to approve the subdivision of 1 lot of 2.566 acres into 1 lot of 1.8 acres and 1 lot of 1.9 acres carried.</p>
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7. PUBLIC HEARING

<p>Request for Subdivision</p>	<p>Application of Daniel E. Kniffin for a subdivision of one lot into three at W 1/2, NW 1/4, SW 1/4, NW 1/4, T10N R7E SEC 21, of 4.599 acres, (aka 96 and 98 Mustang Rd), NMPM, Town of Edgewood, Santa Fe County, New Mexico.</p>
	<p>Chairman Felton introduced the next item and proceeded to ask Tim Dvorak to present the staff report for the next Public Hearing. Mr. Dvorak read the report into the record. Chairman Felton then asked the applicant, Mr. Daniel Kniffin, to present his application.</p> <p>Mr. Kniffin explained that he had purchased this piece of land under a real estate contract and that the property had been in disrepair. It was his desire to utilize this property as a commercial property for his business, but after speaking with the Town and discovering this could not be done, he decided the approach to subdivide the properties into three residential parcels (Two 1 acre lots off of Mustang and one 3 acre lot off of</p>

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Horton) would be best and matches the surrounding subdivisions.

Chairman Felton asked if Commissioners had any questions for the applicant or staff. Hearing none, he asked if any of the public had questions for Mr. Kniffin.

Mr. Patrick Thompson asked Mr. Kniffin if he was planning to remove the dilapidated single wide located at 96 Mustang Rd.

Mr. Kniffin replied that yes, he does plan on removing the singlewide. He stated that he is trying to get someone to take the single wide, but because he has not gotten any takers, the single wide will most likely be demolished. He also stated that he has a new single wide which is bought and paid for, ready to be placed as soon as it can be.

Mr. Thompson asked Mr. Kniffin if the home for the proposed 3 acre lot would be site-built and Mr. Kniffin replied that he is not sure yet, as it depends on the cost and timing. Mr. Thompson was also concerned that there were heirs to the property, and Mr. Kniffin replied that he had purchased the property from the heirs.

Ms. Mary Lou Simpson asked Mr. Kniffin if the property that is part of Mr. Kniffin's business is part of this subdivision application. Mr. Kniffin replied that yes it is, and that is the reason for this application, so that he can sell these proposed three parcels as residential and move his commercial business elsewhere. Ms. Simpson asked if Mr. Kniffin's business will be moving out and if all three parcels will be residential. Mr. Kniffin replied that yes, his business will be moving out and all three lots will be residential, but he will need to sell the lots in order to have the proceeds to acquire a new commercial property for his business.

Mr. Kniffin added that he had purchased the property initially because the previous owner had used the property for his contracting business, so he was under the assumption that he could continue that usage. He stated that after speaking with P&Z, he was made aware that this could not continue, so now he has come up with this solution instead.

Chairman Felton asked if anyone from the public came to speak either in either favor or in opposition to the proposal. Mr. Thompson stated that he is not here to speak in either capacity and spoke again on the issue of compliance of making these three lots residential.

Mr. Dvorak spoke that this issue had initially come to P&Z as a complaint and that the P&Z Department had spoken with Mr. Kniffin and come to the resolution of subdividing the property

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into three residential lots so he could then use the monetary proceeds to purchase a suitable commercial lot for his business. He noted that the P&Z Department gratefully appreciates Mr. Kniffin's cooperation and willingness to take care of this issue.

Chairman Felton asked Mr. Kniffin what his timeline was for moving his business off of the current property. Mr. Kniffin replied that it will take another month for this subdivision to be finalized, if approved, and from there he can submit the necessary development applications and have both 96 and 98 Mustang for sale approximately two months from now. He added that it would just be a matter of finding a suitable house for the proposed Horton lot, or if the decision is to build the home, which would be a 6 month to a year build time. Chairman Felton asked Mr. Kniffin when he anticipated getting his trucks off the property and Mr. Kniffin replied that as soon as he sold both 96 and 98 Mustang, he would be able to move his business, approximately 3 months from now.

Commissioner Turner asked Town Staff if the Findings of Fact & Conclusions of Law for this Public Hearing could be done at the next meeting and Mr. Dvorak replied that yes, it is on the agenda for 5/11/21.

Mr. Thompson made comments hoping that Mr. Kniffin will follow through on his plans.

Commissioner Turner asked Mr. Kniffin if he could inform the public how long he has operated his business. Mr. Kniffin replied that he has been in business in Edgewood since 2012 and added that the property had been in disarray when he purchased it, and that he took good care cleaning it up. Both Ms. Simpson and Mr. Thompson agreed that Mr. Kniffin had done a good job cleaning up the property.

Chairman Felton then asked if anyone from the public was here to speak in favor or against this proposal. Hearing nothing, Chairman Felton asked Mr. Dvorak to read the final staff report. Mr. Dvorak read the staff report into the record.

Chairman Felton stated that this proposal is a step in the right direction to correct a use that does not align with the Ordinance.

Commissioner Turner commented that the Commission will most likely be running into other nonconformance issues in the future with grandfathered uses that may cause issues. She thanked Mr. Kniffin and the public for their patience and

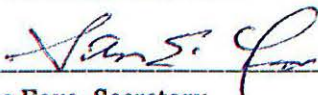
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	<p>input and stated that this proposal looks straightforward and is in line with the Ordinance.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Turner: I would like to move the Commission approve the application of Daniel E. Kniffin for a subdivision of one lot into three at W 1/2, NW 1/4, SW 1/4, NW 1/4, T10N R7E SEC 21, of 4.599 acres, (aka 96 and 98 Mustang Rd), NMPM, Town of Edgewood, Santa Fe County, New Mexico.</p> <p>SECOND: Commissioner Lee</p> <p>ROLL CALL VOTE: Commissioner Lee – Aye Commissioner Turner – Aye Commissioner Foxe – Aye Chairman Felton - Aye</p> <p>ACTION: The motion to approve the subdivision of 1 lot of 4.599 acres into 2 lots of 1.0 acre each and 1 lot of 2.425 acres carried.</p>
8. Public Comment	None
9. Matters from Commissioners	<p>Commissioner Turner commented on public concerns of blighted properties and that the Planning Staff may want to call this to the attention of the Governing Body.</p> <p>Ms. Mortensen commented that for each application P&Z receives, that we can give the applicants a packet with contact information for local trash companies, utility companies, and blurbs of the nuisance section of the Ordinance so they not only have easy access to these local resources, but are informed of the applicable laws for property standards.</p>
10. Matters from Staff	Ms. Mortensen commented that she is waiting for a meeting to determine which Ordinances she will be training the Commissioners on.
11. Calendar Update	<p>a. Next P&Z Meeting 5/11/2021 @ 6:30 p.m. (Virtual)</p> <p>b. Findings of Fact & Conclusions of Law (4)</p>
12. Adjourn	<p>Chairman Felton entertained a motion to adjourn.</p> <p>MOTION: Commissioner Foxe</p> <p>SECOND: Commissioner Lee</p> <p>VOTE: All aye</p> <p>ACTION: The motion to adjourn carried at 8:15 p.m.</p>

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Glenn Felton, Chairman



Steve Foxe, Secretary

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Planning & Zoning Minutes		
May 11, 2021	6:30 p.m.	171 A State Rd 344
<p>1. CALL TO ORDER/ROLL CALL</p>	<p>Chairman Glenn Felton opened the meeting at 6:31 p.m.</p> <p><u>In attendance (virtually):</u> Commissioner Janelle Turner Commissioner Jim Lee Chairman Glenn Felton Commissioner Foxe</p> <p><u>Staff in attendance (virtually):</u> Tawnya Mortensen Tim Dvorak Carla Salazar</p> <p><u>Public in attendance (Virtually):</u></p>	
<p>2. APPROVAL OF AGENDA</p>	<p>Chairman Glenn Felton entertained a motion for approving the Agenda.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Foxe</p> <p>SECOND: Commissioner Lee</p> <p>ROLL CALL VOTE: Commissioner Turner - Aye, Commissioner Foxe - Aye, Commissioner Lee - Aye, and Chairman Felton - Aye</p> <p>ACTION: The motion to approve the Agenda carried.</p>	
<p>3. APPROVAL OF MINUTES 4/27/2021</p>	<p>Chairman Felton entertained a motion to approve the Draft Planning & Zoning Minutes for April 27, 2021</p> <p>DISCUSSION: Commissioner Foxe did not attend the April 27, 2021 meeting and could not vote on the minutes</p> <p>MOTION: Commissioner Turner: Move to approve the minutes as presented</p> <p>SECOND: Commissioner Lee</p> <p>ROLL CALL VOTE: Commissioner Lee - Aye, Commissioner Turner - Aye, Chairman Felton - Aye</p>	

**TOWN OF EDGEWOOD
 PLANNING & ZONING COMMISSION
 MEETING MINUTES**

<p>APPROVAL OF MINUTES 5/11/2021</p>	<p>Chairman Felton entertained a motion to approve the Draft Planning & Zoning Minutes for 2021</p> <p>DISCUSSION: Commissioner Foxe did not attend the April 27, 2021 meeting and could not vote on the minutes</p> <p>MOTION: Commissioner Turner: Move to approve the minutes as presented</p> <p>SECOND: Commissioner Lee</p> <p>ROLL CALL VOTE: Commissioner Lee – Aye, Commissioner Turner – Aye, Chairman Felton – Aye</p>
<p>4. ACTION ITEM</p>	
<p>Findings of Fact & Conclusions of Law</p>	<p>Application of Sy Swanson for a Subdivision of one lot into two at Tract C-3, T11N R7E SEC 34, of 5 acres, aka 33 Hawks Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico.</p>
	<p>Chairman Felton introduced the next item and asked if there were any corrections that needed to be made. With no changes, he entertained a motion.</p> <p>DISCUSSION: Commissioner Foxe did not attend the April 27th meeting and will not be voting on the Findings of Fact.</p> <p>MOTION: Commissioner Lee: “I move we accept the legalities of the Findings of Fact”</p> <p>SECOND: Commissioner Turner</p> <p>VOTE: (Roll Call Vote) Commissioner Turner – Aye, Commissioner Lee - Aye, Chairman Felton – Aye</p> <p>ACTION: The motion to approve the Findings of Fact and Conclusions of Law carried.</p>

**TOWN OF EDGEWOOD
 PLANNING & ZONING COMMISSION
 MEETING MINUTES**

5. ACTION ITEM	
Findings of Fact & Conclusions of Law	Application of Lyle Bolte for a subdivision of one lot into three at Lot 9A-1, T11N R7E SEC 33, of 7.50 acres, aka o Edgewood (Lot off Nugent and Northland Rd), NMPM, Town of Edgewood, Santa Fe County, New Mexico.
	<p>Chairman Felton introduced the next item and asked if there were any corrections that needed to be made. With no changes, he entertained a motion.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Lee: "I move we approve the Findings of Fact"</p> <p>SECOND: Commissioner Foxe</p> <p>ROLL CALL VOTE: Commissioner Lee – Aye, Commissioner Turner - Aye, Commissioner Foxe - Aye, Chairman Felton – Aye</p> <p>ACTION: The motion to approve the Findings of Fact and Conclusions of Law for the application of Lyle Bolte carried.</p>
6. ACTION ITEM	
Findings of Fact & Conclusions of Law	Application of Stephen Orla Searfoss for a subdivision of one lot into two at Tract S-3, T10N R7E SEC 35, of 2.566 acres, aka 40 Kennedy Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico.
	<p>Chairman Felton introduced the next item and asked if there were any corrections that needed to be made. With no changes, he entertained a motion.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Turner: "I move we accept Findings of Fact and Conclusions of Law for the application of Stephen Orla Searfoss as previously read into the record."</p> <p>SECOND: Commissioner Lee</p> <p>ROLL CALL VOTE: Commissioner Foxe – Aye, Commissioner Lee - Aye, Commissioner Turner – Aye, Chairman Felton – Aye</p>

**TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION
MEETING MINUTES**

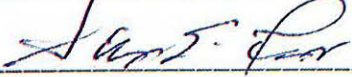
	ACTION: The motion to approve the Findings of Fact and Conclusions of Law for the application of Stephen Orla Searfoss carried.
7. ACTION ITEM	
Findings of Fact & Conclusions of Law	Application of Daniel E. Kniffin for a subdivision of one lot into three at W 1/2, NW 1/4, SW 1/4, NW 1/4, T10N R7E SEC 21, of 4.599 acres, (aka 96 and 98 Mustang Rd), NMPM, Town of Edgewood, Santa Fe County, New Mexico.
	<p>Chairman Felton introduced the next item and asked if there were any corrections that needed to be made. With no changes, he entertained a motion.</p> <p>DISCUSSION: None</p> <p>MOTION: Commissioner Foxe: "I move we approve the Findings of Fact and Conclusions of Law."</p> <p>SECOND: Commissioner Lee</p> <p>ROLL CALL VOTE: Commissioner Lee – Aye, Commissioner Foxe - Aye, Commissioner Turner – Aye, Chairman Felton – Aye</p> <p>ACTION: The motion to approve the Findings of Fact and Conclusions of Law for the application of Daniel E. Kniffin carried.</p>
8. Public Comment	None
9. Matters from Commissioners	<p>Commissioner Turner thanked the staff for all of the information that has been provided in the packets. Chairman Felton echoed the thanks and added that the information that is provided gets better and better.</p> <p>Chairman Felton added that an abutter to a property that had already gone through public hearing was asking when the audio would be provided. He explained staff would be putting it on the website soon.</p>
10. Matters from Staff	Ms. Mortensen commented that she is still waiting to see if we training will be needed on 1999 Ordinances.
11. Calendar Update	<p>a. Next P&Z Meeting 5/25/2021 @ 6:30 p.m. (Virtual)</p> <p>b. Subdivision</p> <p>c. Conditional Use Permit</p>

**TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION
MEETING MINUTES**

12. Adjourn	Chairman Felton entertained a motion to adjourn. MOTION: Commissioner Foxe SECOND: Commissioner Lee VOTE: All aye ACTION: The motion to adjourn carried at 7:00 p.m.
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Glenn Felton, Chairman

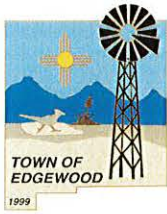


Steve Foxe, Secretary

PLANNING & ZONING REPORT 2021 MAY

APPLICATION	DESCRIPTION	ADDRESS	DATE	FEES COLLECTED	STATUS	DEVELOPMENT FEE	FIRE IMPACT	OTHER
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	49 B ASPEN RD	5/4/2021	\$539.25	CLOSED	\$100.00	\$404.25	\$35.00
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	14 CACTUS RD	5/7/2021	\$210.00	CLOSED	\$100.00	\$110.00	\$0.00
DEVELOPMENT REVIEW	SINGLE FAMILY RESIDENCE	51 SALIDA DEL SOL	5/7/2021	\$753.29	CLOSED	\$100.00	\$618.29	\$35.00
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	246 DINKLE RD	5/17/2021	\$129.70	CLOSED	\$100.00	\$29.70	\$0.00
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	5 COB CT	5/18/2021	\$199.00	CLOSED	\$100.00	\$99.00	\$0.00
DEVELOPMENT REVIEW	SINGLE FAMILY RESIDENCE	80 EVENING STAR LOOP	5/4/2021	\$689.13	CLOSED	\$100.00	\$554.13	\$35.00
DEVELOPMENT REVIEW	SINGLE FAMILY RESIDENCE	13 BRAYDEN CT	5/7/2021	\$1,144.25	CLOSED	\$100.00	\$1,009.25	\$35.00
DEVELOPMENT REVIEW	SINGLE FAMILY RESIDENCE	22 MORIARTY RD	5/7/2021	\$1,163.50	CLOSED	\$100.00	\$1,028.50	\$35.00
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	4 DAY DR	5/12/2021	\$138.50	CLOSED	\$100.00	\$38.50	\$0.00
PUBLIC HEARING	CONDITIONAL USE PERMIT	8 LOS LLANOS CT	5/25/2021	\$75.00	CLOSED	\$0.00	\$0.00	\$75.00
PUBLIC HEARING	SUBDIVISION	77 JOE MAE RD	5/25/2021	\$260.00	CLOSED	\$0.00	\$0.00	\$260.00
DEVELOPMENT REVIEW	SINGLE FAMILY RESIDENCE	9 QUARTER MOON	5/20/2021	\$1,206.95	CLOSED	\$100.00	\$1,071.95	\$35.00
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	4 CASPIAN CT	5/18/2021	\$158.40	CLOSED	\$0.00	\$158.40	\$0.00
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	198 NUGENT RD	5/17/2021	\$271.60	CLOSED	\$100.00	\$171.60	\$0.00
DEVELOPMENT REVIEW	ACCESSORY STRUCTURE	52 B CHURCH ST	5/27/2021	\$292.50	CLOSED	\$100.00	\$192.50	\$0.00
TOTAL FEES				\$7,231.07				


 PLANNING & ZONING
 ADMINISTRATOR



TOWN OF EDGEWOOD

Where the Mountains Meet the Plains

171A NM 344

P.O. Box 3610

Edgewood, NM 87015

Phone: (505) 286-4518 Fax (505) 926-9061

www.edgewood-nm.gov

MAY 2021 CODE ENFORCEMENT REPORT

NEW OPEN CASES: 6
COURTESY NOTICES: 4
CITATIONS: 0
CLOSED CASES: 3
CASES NEARING COMPLETION: 13
PROPERTIES IN PROGRESS: 52

0 cases pending in Municipal Court

BUSINESS LICENSES ISSUED:

TOTAL BUSINESS LICENSES ISSUED: 9

SERVICES ONLY: 5
COMMERCIAL: 4
RESIDENTIAL/HOME: 0
NON-PROFIT: 0
VENDOR: 0

NEW BUSINESS SPOTLIGHT!

- Bodywork by Meghan (505) 351-8530
- The Striping Co. (505) 204-8656
- Encompass Site Services & Abatement Co. (505) 403-5777
- Pops & Moonbeam Creations (Church Street Market) (575) 914-0662

John Bassett
Mayor

Sherry Abraham
John Abrams
Linda Holle
Audrey Jaramillo
Town Councilors

Juan Torres
Clerk-Treasurer

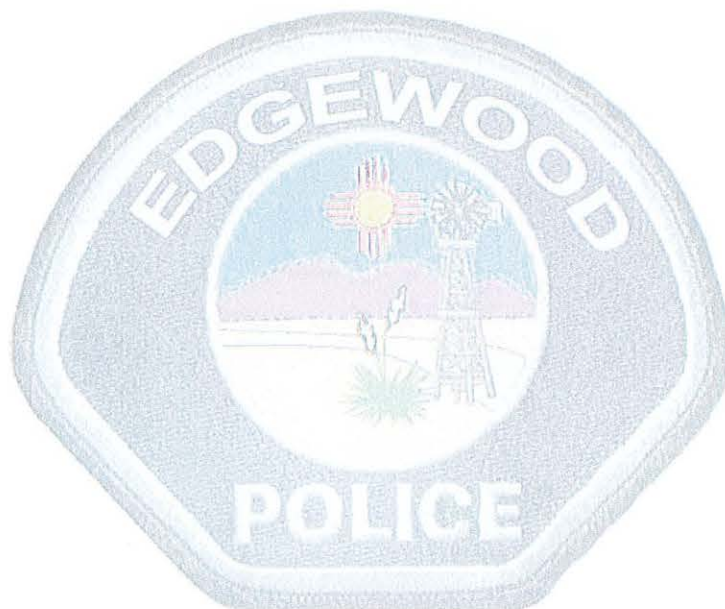
Carla Salazar
Deputy Clerk

William H. White
Municipal Judge

Edgewood Police Department

Making Edgewood Better Together

Darrell Sanchez, Chief of Police



May 2021
Council Report

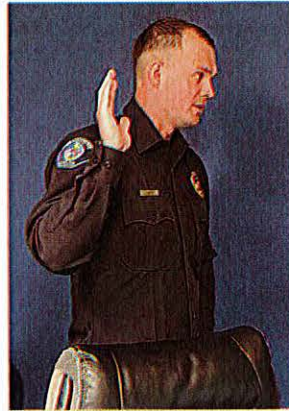
Police Department Overall Statistics

May 2021

	Current Month	Last Month	Last Year	Trend Month V. Month
Dispatched Activities	528	469	706	12.58%
From Dispatch	290	239	204	21.34%
Self-Initiated	238	230	502	3.48%
Traffic Stops	178	163	89	9.2%
Offence Reports	58	49	48	18.37%
Crash Reports	10	19	12	-47.37%
Arrest	18	20	17	-10%
Response Times	7m5s	8m0s	6m30s	
Animals Taken in	11	9	17	22.22%
Adopted	4	10	6	-60%
Transferred	0	0	0	0
Reclaimed	2	1	5	100%
Volunteer Hrs.	0	0	0	0

Department News

1. Officer Ilya Aksenov joined EPD on May 25th, 2021. He is a lateral from Santa Fe PD and has been a great addition to the department.



2. On May 12th Chief Sanchez and Officer Marez attending Coffee with a Cop at Route 66 Coffee and Boba to host a fundraiser with Special Olympics New Mexico to benefit the Torch Run and Special Olympic Athletes.



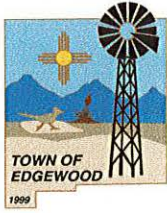
3. On May 12th, the Edgewood Police Department coordinated with Santa Fe County Emergency Management to host a COVID-19 vaccination clinic for residents.

**TOWN OF EDGEWOOD
ANIMAL CONTROL DEPARTMENT
May 2021**

Animals from April: 6	DOA: 0
Owner Surrendered: 1	Wildlife: 4
Stray Domestic: 10	Returned to Wild: 4
Reclaimed: 2	Protective Custody: 0
Adopted: 4	Fostered: 0
Monthly Holding: 11	Euthanized: 0

<u>Item</u>	<u>No. Sold</u>	<u>Price Per\$</u>	<u>Extended\$</u>
Sterility Deposit:	1	\$25.00	\$25.00
Animal Reclaims:	1	Variable	\$20.00
License Fees*:	2	Variable	\$6.00
Microchips:	2	\$15.00	\$30.00
Adoptions:	3	Variable	\$151.00
Surrender Fee:	1	Variable	\$25.00
Boarding Fees:	0	\$10.00	\$0.00
Permits:	0	Variable	\$0.00
Pickup/Disposal:	0	\$20.00	\$0.00
Euthanasia Fee:	0	\$30.00	\$0.00
Transaction Fees	4	\$1.75	\$7.00
Donations: Animal Shelter Fund	0	Variable	\$0.00
 TOTALS			\$ 264.00

Volunteer Monthly Hours: 0



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ROAD DEPARTMENT REPORT MAY 2021

Maintained Public Roads

- Graded approximately 12.5 miles of gravel road
- Reconstructed Nugent Road, Meadowlark Road, and Calle Encantada

Special Projects

- Placed and compacted 4,365 Tons of NM DOT Base Course material

Sincerely,

Charles Williams
Road Department Supervisor
Town of Edgewood

John Bassett
Mayor

Sherry Abraham
John Abrams
Linda Holle
Audrey Jaramillo
Town Councilors

Juan Torres
Clerk-Treasurer

Carla Salazar
Deputy Clerk

William H. White
Municipal Judge

Publicly Owned and Maintained Roads in the Town of Edgewood

STREET NAME	EXTENSION	BEGINNING TERMINI	ENDING TERMINI	LENGTH'	WIDTH'	SURFACE TYPE	DRAINAGE	RATING	DISTRESS	DATE/MAINTENANCE
Appaloosa	Lane	Edgewood 7	Steeplechase Drive	1913.0	24	gravel	good	4		
Aspen	Road	Quail Trail	Church Street	5812.0	18	gravel	good/fair	3		
Barton	Road	County Road 7	Lot 5, Block 6	175.0	17	gravel	good	4		
Bassett (CR 13)	Road	Dinkle Road	Venus Road	5280.0	14	gravel	good	4		
Benjamin	Trail	W. Hill Ranch Road	Madole Road	1195.0	22	gravel	good	4		
Birch	Road	Quail Trail	Douglas Loop	4289.0	17	gravel	good	4		
Blue Mule	Drive	Steeplechase Drive	Steeplechase Drive	2280.0	21	gravel	good	4		
Blue Mule	Court	Tract 8	Blue Mule Drive	164.0	20	gravel	good	4		
Bornie	Lane	Roberts Drive	to the end	632.0	20	gravel	good	4		
Broken Arrow	Road	Nugent	Frost Road	5285.0	18	gravel	good	3		
Broken Arrow	Road	Frost	Entranosa Road	5290.0	18	chip Seal	Good	2		
Broken Arrow	Road	Entranosa Road	Lands of Horton	4560.0	18	gravel	good	3		12 May, bladed
Cactus	Road	Epor Water Property South Entrance	Church Street	646.0	22	asphalt	good	4		
Cactus	Road	Frontage Road	Epor Water Property South Entrance	1830.0	22	gravel	good	4		
Calle Encantada		Edgewood 7	Calle Encantada	3115.0	17	gravel	poor	4		
Camino De Medio	Road	Entrada Del Norte	Tract 7B	1312.5	20	gravel	good	5		
Camino Del Sur		Entrada Del Norte	Vista Cerritos	1207.0	18	gravel	good	4		
Capital	Road	Pinon	McCall Road	1425.0	29	gravel	good	3		
Christine	Court	Dinkle Road	Cul-de-sac	468.0	21	gravel	good	4		
Church-East	Road	Hwy 344	Quail Trail	5275.0	23	asphalt	good/fair	8		
Church-East	Road	Quail Trail	Williams Ranch Road	5290.0	23	gravel	fair	3		3 May, bladed
Church-West	Street	Hwy 344	Thru Lot 2-C-R	2280.0	23	gravel	good	3		10 May, bladed
Cody	Road	Walker Road	South to the end	1050.0	18	gravel	good	4		
Cowboy	Way	Horton Road	Cul-de-sac	5550.0	24	asphalt	good	4		
County Line-South	Road	V-Hill Road	West to the end	2640.0	24	gravel	good	4		
Day	Drive	Roberts Drive	Cul-de-sac	398.0	19	gravel	good	4		
Derecho	Lane	Camino Derecho West	Cul-de-sac	430.0	19	gravel	good	5		
Camino Derecho	Road	Highway 66	to the end	795.0	20	gravel	poor	3		
Dinkle West	Road	Highway 344	150 W of Thunder Mountain	11330.0	25	asphalt	good	6		
Dinkle East	Road	Highway 344	Homestead Road	11120.0	25	asphalt	good	5		
Dinkle East	Road	Homestead Road	1/2 mile East of Bassett Road	7353.0	25	chip seal	good	5		
Duke	Road	Moriarty Road	Willard Road West	645.0	23	asphalt	good	6		
Duke	Road	Willard Road West	Bella Vista Drive	733.0	23	gravel	good	3		
Dunkin	Road	Aspen Road	Williams Ranch Road	2578.0	17	gravel	good	4		
Edgewood	Road	Edgewood 7	Mountainair Avenue	965.0	22	gravel	good	4		
Edgewood 7	Road	Hwy 333/Route 66	Windmill Road	7950.0	24	asphalt	good	8		
Eitzen	Road	Lot 3, Block 5	Lot 1, Block 5	444.0	17	gravel	fair	4		
El Prado	Drive	Dinkle Road	Quail Trail	2625.0	26	gravel	good	4		
Entrada Del Norte	Road	Hwy 333/Route 66	Walker Road	2640.0	24	asphalt	good	8		
Entranosa	Road	Lands of Padilla		705.1	15	dirt	poor	1		unimproved
Entranosa	Road	Horton Road	70 Entranosa Road	6690.0	15	gravel	poor	1		unimproved
Entranosa	Road	70 Entranosa Road	County Line	3774.0	15	dirt	poor	1		unimproved
Entranosa	Lane	Mountain Valley Road	E/for 2583'	2583.0	24	gravel	good	4		
Esch	Drive	Dinkle Road	Lot 12/13	3261.0	25	asphalt	good	4		
Evening Star	Court	Evening Star Loop	Lots 12/13	310.0	24	asphalt	good	4		
Evening Star	Loop	Venus Road (CR10)	Lots 53/54	2957.2	24	asphalt	good	4		
Frost	Road	Tract 1-C Comanche Ct	Hwy 344	13130.0	25	asphalt	good	4		
Halfmoon	Road	Evening Star Loop	Lots 25/26	549.7	24	asphalt	good	7		
Futures	Road	Futures Loop	to the end	1593.0	24	gravel	good/fair	3		
Futures	Loop	Dinkle Road	Futures Road	1640.0	24	gravel	good/fair	3		
Hermosa Montana	Lane	Hwy 344	Serrania Drive	925.8	24	chip seal	good	3		
Hermosa Montana	Lane	Serrania Drive	Lot 5 & 6	329.4	24	gravel	good	4		
High Meadow	Loop	Hwy 344	High Meadow Loop	8640.0	27	gravel	good	3		
Hill Ranch East	Road	Hwy 344	Endline Termini	5040.0	25	gravel	good	4		
Hill Ranch West	Road	Hwy 344	Kohl Court	5862.0	25	asphalt	good	6		
Homestead	Road	Rainbow Road	Dinkle Road	3168.0	22	gravel	good	3		
Horton	Road	Entranosa Road	Dice Drive	3150.0	22	gravel	good	3		
Horton	Road	Dinkle Road	Venus Road	5280.0	30	asphalt	good	9		
Horton	Road	North Frontage Road	Dinkle Road	4800.0	30	asphalt	good	9		
Horton	Road	Venus Road	Nugent Road	10520.0	30	gravel	good	4		11 May, bladed
Horton	Road	Nugent Road	Frost Road	5272.0	30	dirt	poor	1		unimproved
Horton	Road	1453' N of Frost Road	375' N of Horton Loops	2640.0	30	gravel	good	3		
Howard	Court	Capital Road	Cul-de-Sac	890.0	20	gravel	good	5		
Iane	Lane	Dinkle Road	Cul-de-sac	1148.0	19	gravel	good	4		
Kennedy	Road	Tract 1-R-1-B	V-Hill Road	1648.0	22	gravel	good	4		
Lacy	Road	Square H	Hwy 344	1875.0	25	gravel	good	4		
Ladera	Court	Calle Encantada	Cul-de-sac	328.0	20	gravel	good	4		
Lindsey	Lane	E Hill Ranch Road	Cul-de-sac	703.9	22	gravel	good	4		
Madole	Road	Hwy 344	Square H Road	4875.0	25	gravel	good	4		
Main	Street	21 Main Street	Cactus Road	240.0	20	asphalt	fair	7		
Main	Street	Frontage Road	21 Main Street	961.0	20	gravel	fair	3		
Maple	Road	Quail Trail	Aspen Road	2648.0	16	gravel	good	4		
Maria	Lane	Roberts Drive	Cul-de-sac	375.0	17	gravel	good	4		
Mc Call	Road	Brad Street	Capital Road	1820.0	22	chip seal	good	5		
Mc Call	Road	Cactus Road	Brad Street	1989.0	22	gravel	good	3		
Meadowlark	Lane	Mountain Trail	Dinkle Road	1320.0	18	gravel	good/fair	3		
Morean	Drive	Steeplechase Drive	Windmill Road	1500.0	20	gravel	good	4		
Morzan	Court	Morzan Drive	Cul-de-sac	187.0	18	gravel	good	4		
Moriarty	Road	Edgewood 7	Duke Road	1407.0	15	asphalt	good	6		
Moselev	Road	Venus Road (S12)	CR12 A	5280.0	22	gravel	good	3		
Mountainair	Road	Moriarty Road	Edgewood 7	1050.0	20	gravel	good	3		
Municipal	Way	Hwy 344	Endline Termini	1052.0	25	asphalt	good	8		
Mustang	Road	Hwy 344	Horton Road	5280.0	17	gravel	good	4		10 May, bladed
Night	Court	Roberts Drive	Cul-de-sac	281.0	25	gravel	good	4		
Northland	Road	Nugent Road	Northland Meadows Drive	1012.0	26	gravel	good	3		
Nugent	Road	Strait Way	Hwy 344	15060.0	24	gravel	good	3		
Olson	Avenue	Roberts Drive	Cul-de-sac	328.0	22	gravel	good	4		
Palomino	Court	Steeplechase	Cul-de-sac	450.0	22	gravel	good	4		
Palomino	Road	Steeplechase	593' West	593.0	22	gravel	good	4		
Paradise	Road	Skyline Drive	County Road 2-A	1687.5	24	gravel	good	4		
Park	Road	Cactus Road	Quail Trail	3900.0	19	gravel	fair	3		
Patricia	Place	Quail Trail	Cul-de-sac	328.0	20	gravel	good	4		
Pinon	Road	Cactus Road	Quail Trail	3900.0	26	gravel	good/fair	4		
Pinto	Court	Steeplechase	to the end	430.0	18	gravel	good/fair	3		
Pinto	Road	Hwy 344	Lot 5-C1-A-1E	4912.0	18	gravel	poor	3		10 May, bladed
Plaza	Loop	Hwy 344	Hwy 333/Rt 66	1848.0	35	asphalt	good	6		
Plaza Loop	Court	Plaza Loop	Hwy 333/Rt 66	247.0	35	asphalt	good	6		
Prairie Moon	Road	Hwy 344	Tract 44-DR	2100.0	16	gravel	fair/poor	3		10 May, bladed
Quail	Trail	Dinkle Road	114 Quail Trail	6123.0	22	asphalt	good	6		
Quail	Trail	114 Quail Trail	Pinon Road	1460.0	22	gravel	fair	3		10 May, bladed
Rainbow	Road	Dinkle Road	Thru Lot 1A Block 1 Homestead Acres	2140.0	25	asphalt	good	8		
Range	Road	Capital Road	64 Range Road	3375.0	22	gravel	good/fair	3		
Riverview	Road	V-Hill Road	Hwy 333/Rt 66	4725.0	10	gravel	good	4		
Roberts	Drive	Roberts Road	the end	3140.0	24	gravel	good	3		
Robin	Court	Range Road	North 450'	450.0	22	gravel	poor	3		
Salida Del Sol	Trail	Dinkle Road	Dinkle Road	3645.0	20	gravel	good	5		
Scott	Court	Roberts Drive	Cul-de-sac	492.0	17	gravel	good	4		
Serrania	Drive	Venus Road (CR10)	Tract 15/16 (boundary of subdivision)	2640.0	22	chip seal	good	3		
Skyline	Drive	Hwy 333/Route 66	Section Line	4500.0	24	asphalt	good	7		
Square H	Road	Hwy 344	Horton	6067.0	30	gravel	good	4		
Stanley	Road	Edgewood 7	Mountainair Avenue	965.0	17	gravel	fair	3		
Steeplechase	Drive	Moriarty Road	Windmill Road	5438.0	26	gravel	good	4		
Venus-East	Road	Hwy 344	Evening Star Loop	6200.0	25	asphalt	good	6		

Fine Fee Summary

From 05/01/2021 12:00 AM to 05/31/2021 11:59 PM

All Case Types and Sub-Types

All Clerks

Receipts

Case Payment

Correction Fee	815.00
Court Automation Fee	246.00
Fine	4,174.68
Judicial Education Fee	123.00
	<hr/>
	Subtotal: 5,358.68
	<hr/>
	Total Receipts: 5,358.68

Report Total: 5,358.68

Edgewood Municipal Court

User: KSMITH

Monthly Activity Report

May 2021

Citations and Non-Citations By Issued Date

Financial Type: Fines and Fees

Citations	Last Month	This Month	Change	Last YTD	This YTD	Change
ANIMAL CONTROL	0	0	0	10	0	-10
CRIMINAL 2006-10	4	4	0	1	13	12
PLANNING & ZONING	0	0	0	1	0	-1
TRAFFIC	50	41	-9	520	221	-299
Totals:	54	45	-9	532	234	-298
Non-Citations						
PLANNING & ZONING	0	0	0	4	0	-4
Totals:	0	0	0	4	0	-4
Fines and Fees						
Correction Fee	1,020.00	815.00	(205.00)	5,924.00	3,600.00	(2,324.00)
Court Automation Fee	306.00	246.00	(60.00)	1,766.00	1,071.00	(695.00)
Fine	3,366.00	4,174.68	808.68	19,228.94	14,363.52	(4,865.42)
Judicial Education Fee	153.00	123.00	(30.00)	885.00	534.00	(351.00)
Totals:	\$4,845.00	\$5,358.68	\$513.68	\$27,803.94	\$19,568.52	\$(8,235.42)

**FIREWORK RESOLUTION
TOWN OF EDGEWOOD
Resolution No. 2021-09**

**DECLARATION OF EXTREME OR EXCEPTIONAL DROUGHT CONDITIONS AND
RESOLUTION TO BAN THE SALE AND USE OF CERTAIN FIREWORKS
WITHIN THE TOWN OF EDGEWOOD**

WHEREAS, on June 14, 2021, Governor Michelle Lujan Grisham signed Executive Order 2021-028 which declared a drought and severe fire conditions throughout the state of New Mexico and urged municipal and county governments to consider fireworks bans under the Fireworks Licensing and Safety Act; and

WHEREAS, an immediate and present danger of range fires, brush fires, grass fires, forest fires and structure fires exist within Santa Fe County, including the incorporated areas of the Town of Edgewood and surrounding areas due to persistent drought and lack of moisture; and

WHEREAS, current fire conditions such as low humidity, dry weather, wind and fire fuel moisture content have resulted in conditions of extreme risk of fires; and

WHEREAS, given these circumstances, the probability of ignition of materials and the spread of fire poses a severe threat to persons and property; and

WHEREAS, current drought indices published by the National Weather Service and other relevant information supplied by the United States Forest Service further indicate extreme or severe drought conditions; and

WHEREAS, the health, safety and welfare of citizens are in danger as a result of such conditions.

NOW, THEREFORE, BE IT RESOLVED that, as requested by and pursuant to State of New Mexico, Executive Order 2021-028:

1. The sale and use of missile-type rockets, helicopters, aerial spinners, stick-type rockets and ground audible devices are banned within the Town of Edgewood due to extreme and/or exceptional drought conditions which pose a significant and immediate threat to the life, safety, health and welfare of residents of the Town of Edgewood, as well as to public and private property located within the Town of Edgewood.
2. The use of fireworks not listed in the paragraph above are limited to areas that are paved or barren or have a readily accessible source of water for use by the homeowner or general public.
3. The sale and use of display fireworks are banned within the Town of Edgewood.

4. This Resolution shall be effective from issuance of the State of New Mexico Executive Order 2021-028 on June 14, 2021 for a period of thirty (30) days but may be reissued if extreme or severe drought conditions warrant.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk-Treasurer

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED JUNE 30, 2020

HARSHWAL 
& COMPANY LLP
CERTIFIED PUBLIC ACCOUNTANTS

INTRODUCTORY SECTION

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
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TOWN OF EDGEWOOD
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STATE OF NEW MEXICO
TOWN OF EDGEWOOD
DIRECTORY OF OFFICIALS
JUNE 30, 2020

Name	Title
Elected Officials	
John Bassett	Mayor
John Abrams	Mayor Pro-tem
Sherry Abraham	Councilor
Linda Holle	Councilor
Audrey Jaramillo	Councilor
Administrative Official	
Juan Torres	Clerk/Treasurer

FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

Mr. Brian S.Colón,
New Mexico State Auditor
Honorable Mayor and Town Council
Town of Edgewood
Edgewood, New Mexico

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund, the aggregate remaining fund information, the budgetary comparisons of the general fund and major special revenue fund of the Town of Edgewood, New Mexico (the "Town"), as of and for the year ended June 30, 2020, and the related notes to the financial statements which collectively comprise the Town's basic financial statements as listed in the table of contents. We did not audit the 2019 Schedule of Employer Allocations and Pension Amounts of the State of New Mexico Public Employee Retirement Association (PERA), the administrator of the cost sharing pension plan for the Town. The schedules and statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Town, is based solely on the report of the other auditors.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

Management has not implemented proper internal controls over governmental or business-type capital assets, nor over the expenditures and expenses related to the governmental and enterprise funds sufficient enough to provide evidence that all balances of capital assets are accurate and complete. The capital assets listing was not complete and accurate prior to approval and certification. During our audit, we noted several items which were not included in the assets listing prior to its certification. The amount by which this departure would affect the assets, fund balances, net position, revenues, and expenditures/expenses of the governmental activities and business-type activities has not been determined.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the "Basis for Qualified Opinion" paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of Town of Edgewood, as of June 30, 2020, and the respective changes in financial position where applicable, cash flows thereof and the respective budgetary comparisons of the general fund and major special revenue fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require the management's discussion and analysis on pages 8 - 16, the Schedule of the Proportionate Share of the Net Pension Liability, the Schedule of Contributions, the notes to the required supplementary information and the Schedule of the Proportionate Share of the Net OPEB Liability and Schedule of Contributions - OPEB on pages 84 - 90 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with the auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the Town's financial statements, that collectively comprise the Town of Edgewood's basic financial statements. The combining and individual nonmajor fund financial statements and the other schedules as required by Section 2.2.2 NMAC are presented for the purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements, and the other schedules required by Section 2.2.2 NMAC are the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, except for the effects of the matters described in the "Basis for Qualified Opinion" paragraph, the combining and individual nonmajor fund financial statements, and the other schedules as required by Section 2.2.2 NMAC are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 15, 2020 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Harshwal & Company LLP

Albuquerque, New Mexico
December 15, 2020

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

This section of Town of Edgewood's annual financial report presents our discussion and analysis of the Town's financial performance during the fiscal year ended June 30, 2020. Please read it in conjunction with the Town's financial statements, which follow this section.

Financial Highlights

- The assets and deferred outflows of resources of the Town of Edgewood exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year end by \$10,507,519 (net position).
- The Town's total net position decreased by \$496,391 during the fiscal year. The decrease was due to the Town having a decrease in revenues and increase in expenses. This is primarily due to the decrease in spending of funds on capital outlay as compared to prior years.
- As of June 30, 2020, the Town's governmental funds reported combined ending fund balances of \$4,361,690. Of this total, \$2,500,857 is restricted for special revenue, capital projects, debt service and other restricted items.
- The Town assessed and began collecting a property tax in 2016 to service debt. Property tax revenue was \$733,804 in 2020.
- At the close of the current fiscal year, unassigned fund balance of the general fund was \$1,875,771.

Overview of the Financial Statements

This annual report consists of three parts – management's discussion and analysis (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the Town:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Town's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the government, reporting the Town's operations in more detail than the government-wide statements.
- The governmental funds statements tell how general government services were financed in the short term as well as what remains for future spending.
- Proprietary fund statements offer short-term and long-term financial information about the activities the government operates like businesses.

Government-Wide Statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the Town of Edgewood's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Town of Edgewood's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town of Edgewood is improving or deteriorating.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned but unused vacation leave).

Both of the government wide financial statements distinguish functions of the Town of Edgewood that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business type activities). The governmental activities of the Town of Edgewood include general government, public safety, highways and streets and culture and recreation. The business type activities of the Town include waste water services.

Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Edgewood, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town of Edgewood can be divided into two categories: governmental funds and proprietary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of expendable resources*, as well as on *balances of expendable resources* available at the end of the fiscal year. Such information may be useful in determining what financial resources are available in the near future to finance the Town's programs.

Because the focus of governmental funds is narrower than that of the government wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government wide financial statements. By doing so, readers may better understand the long term impact of the government's near term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

The Town maintains twenty individual governmental funds organized according to their type (general, special revenue, capital projects and debt service). Information is presented separately in governmental fund balance sheet and statement of revenues, expenditures, and changes in fund balances for the General Fund, and Capital Projects Fund, all of which are considered to be major funds. Data from the other eighteen governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

Town of Edgewood adopts an annual appropriated budget for its general fund and all other funds. A budgetary comparison statement has been provided for the all of the major (General fund and Special revenue fund) governmental funds to demonstrate compliance with this budget.

Proprietary Funds

Proprietary funds are generally used to account for services for which the Town charges customers either outside customers or internal units or departments of the Town. Proprietary funds provide the same type of information as shown in the government - wide financial statements, only in more detail. The Town maintains one proprietary fund, the Waste Water Fund. The proprietary fund is used to report the same functions presented as business type activities in the government wide financial statements.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government - wide and fund financial statements. The notes to the financial statements can be found beginning on of this report.

Combining Statements

The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the notes to the financial statements.

Analysis of Net Position

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Town, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$10,507,519 at the close of the current fiscal year.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

The largest portion of the Town of Edgewood's net position represent the Town's investment of \$10,326,567 in capital assets (e.g., land, construction in progress, improvements, buildings, infrastructure, vehicles and furniture, fixtures and equipment), less any related outstanding debt used to acquire those assets. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

A portion of the Town's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets is a deficit of \$2,319,905 which if were positive, may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the Town is able to report positive balances in all categories of net position, except in unrestricted for the government as a whole.

Analysis of Changes in Net Position

During the current fiscal year, the Town's net position in governmental and business-type activities decreased by \$496,391. These decreases are explained in the governmental and business-type activities discussion that follows.

Governmental Activities

Governmental activities decreased the Town's net position by \$201,350. Revenues not including transfers decreased from \$7,097,076 for the year ended June 30, 2019 to \$6,869,573 for the year ended June 30, 2020. The decrease in revenues is primarily because the Town received more capital grant money in 2019. Governmental expenses increased from \$5,438,943 for the year ended June 30, 2019 to \$6,889,255 for the year ended June 30, 2020.

Business-Type Activities

Business-type activities decreased the Town's net position by \$295,041 after transfers in of \$181,668 from governmental activities, compared to the prior year's increase of \$411,033 after transfers of \$938,349 from the governmental activities. The wastewater system continues to require transfers for fund operations, repairs and maintenance.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

A summary of the statement of net position is as follows:

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
ASSETS						
Current and other assets	\$ 4,724,583	\$ 4,015,745	\$ 38,040	\$ 8,349	\$ 4,762,623	\$ 4,024,094
Capital assets, net of accumulated depreciation	11,717,480	12,267,179	5,180,225	5,508,804	16,897,705	17,775,983
Deferred outflow of resources	1,384,061	1,198,077	24,302	25,587	1,408,363	1,223,664
Total assets and deferred outflows of resources	<u>17,826,124</u>	<u>17,481,001</u>	<u>5,242,567</u>	<u>5,542,740</u>	<u>23,068,691</u>	<u>23,023,741</u>
LIABILITIES						
Current and other liabilities	423,335	230,709	48,856	46,229	472,191	276,938
Noncurrent liabilities	11,010,440	10,823,169	293,775	299,461	11,304,215	11,122,630
Deferred inflows of resources	783,560	616,984	1,206	3,279	784,766	620,263
Total liabilities and deferred inflows of resources	<u>12,217,335</u>	<u>11,670,862</u>	<u>343,837</u>	<u>348,969</u>	<u>12,561,172</u>	<u>12,019,831</u>
NET POSITION						
Net invested in capital assets, net of related debt	5,386,702	5,635,717	4,939,865	5,248,088	10,326,567	10,883,805
Restricted	2,500,857	2,580,151	-	-	2,500,857	2,580,151
Unrestricted	<u>(2,278,770)</u>	<u>(2,405,729)</u>	<u>(41,135)</u>	<u>(54,317)</u>	<u>(2,319,905)</u>	<u>(2,460,046)</u>
Total net position	<u>\$ 5,608,789</u>	<u>\$ 5,810,139</u>	<u>\$ 4,898,730</u>	<u>\$ 5,193,771</u>	<u>\$ 10,507,519</u>	<u>\$ 11,003,910</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

A summary of the statement of activities is as follows:

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
REVENUES						
Program revenues:						
Charges for Service	\$ 94,463	\$ 103,459	\$ 182,624	\$ 153,014	\$ 277,087	\$ 256,473
Operating grants and contributions	440,968	221,074	-	-	440,968	221,074
Capital grants and contributions	404,798	1,270,975	-	-	404,798	1,270,975
General revenues:						
Taxes	5,877,466	5,458,132	-	-	5,877,466	5,458,132
Other income	51,878	43,436	-	-	51,878	43,436
Total revenues	6,869,573	7,097,076	182,624	153,014	7,052,197	7,250,090
EXPENSES						
General Government	3,723,219	3,511,781	-	-	3,723,219	3,511,781
Public Safety	1,707,219	687,587	-	-	1,707,219	687,587
Highways and streets	1,141,182	983,499	-	-	1,141,182	983,499
Cultural and recreation	106,615	34,465	-	-	106,615	34,465
Interest expenses	211,020	221,611	-	-	211,020	221,611
Waste water expenses	-	-	659,333	680,330	659,333	680,330
Total expenses	6,889,255	5,438,943	659,333	680,330	7,548,588	6,119,273
Changes in net position before transfers	(19,682)	1,658,133	(476,709)	(527,316)	(496,391)	1,130,817
Transfers	(181,668)	(938,349)	181,668	938,349	-	-
Changes in net position	(201,350)	719,784	(295,041)	411,033	(496,391)	1,130,817
Net position- beginning	5,810,139	5,090,355	5,193,771	4,782,738	11,003,910	9,873,093
Net position- ending	<u>\$5,608,789</u>	<u>\$ 5,810,139</u>	<u>\$ 4,898,730</u>	<u>\$5,193,771</u>	<u>\$10,507,519</u>	<u>\$11,003,910</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

Financial Analysis of the Town of Edgewood as a Whole

As noted earlier, the Town of Edgewood uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the Town of Edgewood's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *expendable* resources. Such information is useful in assessing the Town of Edgewood's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. Types of governmental funds reported by the Town include the General Fund, Special Revenue Funds, Capital Project Funds and Debt Service Funds.

As of the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$4,361,690, an increase of \$514,655 in comparison with the prior year. Approximately 43% of this total amount, or \$1,860,833, constitutes unassigned fund balance, which is available for spending at the government's discretion. The remainder of fund balance, \$2,500,857 is restricted to indicate that it is not available for new spending because it has already been restricted to pay special revenue, capital projects, debt service and other restricted items. The increase in fund balance for the year ended June 30, 2020 is primarily due to the decrease in spending of funds that the Town received for the governmental activities.

Revenues for governmental functions overall totaled \$6,869,573 in the year ended June 30, 2020 which represents a decrease of \$227,503 from the year ended June 30, 2019. Expenses for governmental functions totaled \$6,889,255 in the year ended June 30, 2020. This was an increase of \$1,450,312 from the fiscal year ended June 30, 2019. In the fiscal year-ended June 30, 2020, expenditure for governmental functions exceeded revenue by \$19,682 (excluding transfers).

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, the fund balance of the General Fund was \$1,875,771, which consisted of \$0 restricted fund balance and \$1,875,771 unassigned fund balance.

The fund balance of the Town's General Fund increased by \$593,949 during the current fiscal year.

Proprietary Funds

The Town's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

At the end of the fiscal year, the unrestricted net position for the Waste Water Fund was a deficit of \$41,135. The total decrease in net position for the proprietary fund was \$295,041. The decrease in net position were primarily due to the professional services and repairs and other necessary plant maintenance in 2020 to comply with the prior year notice of violation. The Town took over operations of the wastewater treatment plant from a contracted private operator in January 2018 and started making necessary significant repairs and improvements to the plant to stay in compliance with the discharge permit and improve operations.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020

General Fund Budgetary Highlights

The discussion that follows presents financial data based upon the budgetary basis of accounting. Please refer to the notes of the financial statements for an explanation of the differences of accounting regarding the budget.

During the current fiscal year, the Town budgeted general fund revenues at \$5,538,712. The actual revenues for the fiscal year were \$5,520,279, which is \$18,433 lower than budgeted.

For the year ended June 30, 2020, general fund expenditures (excluding transfer out) were under budget by \$117,370.

Capital Asset and Debt Administration

Capital Assets

The Town of Edgewood's capital assets for its governmental and business-type activities as of June 30, 2020 amount to \$16,897,705 (net of accumulated depreciation). Capital assets include land, construction in progress, improvements, buildings, infrastructure, vehicles and furniture, fixtures and equipment. The total additions to the Town's capital assets (excluding accumulated depreciation) for the current fiscal year was \$94,229 for governmental activities. Infrastructure, furniture, fixtures and equipment and vehicles costing were \$94,229, and land and construction in progress of \$0 was added in the year ended June 30, 2020.

The following is a schedule showing the Net Value of the Capital Assets as of the fiscal year end:

	Capital Assets, Net of depreciation June 30, 2020 and 2019					
	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Land and Construction in Progress	\$ 610,219	\$ 610,219	\$ -	\$ -	\$ 610,219	\$ 610,219
Buildings, Infrastructure, equipment & other.	11,107,261	11,656,960	-	-	11,107,261	11,656,960
Waste water system	-	-	5,180,225	5,508,804	5,180,225	5,508,804
Capital Assets, Net of A/D	<u>\$ 11,717,480</u>	<u>\$ 12,267,179</u>	<u>\$ 5,180,225</u>	<u>\$ 5,508,804</u>	<u>\$ 16,897,705</u>	<u>\$17,775,983</u>

For government-wide financial statement presentation, all depreciable capital assets were depreciated from acquisition date to the end of the current fiscal year. Fund financial statements record capital asset purchases as expenditures.

**STATE OF NEW MEXICO
TOWN OF EDGEWOOD
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020**

The Statement of Net Position shows the Investment in Capital Assets - Governmental and Business-Type Activities in the amount of \$10,326,567. This investment includes the land, construction in progress, improvements, buildings, infrastructure, vehicles and furniture, fixtures and equipment and the waste water system net of all applicable debt service.

During 2020 the Town had no debt issuance. The Town's long term debt is summarized as follows:

	Long Term Debt June 30, 2020 and 2019					
	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Net pension	\$ 3,455,017	\$ 2,771,601	\$ 53,415	\$ 38,745	\$ 3,508,432	\$ 2,810,346
Net OPEB	1,113,436	1,329,292	-	-	1,113,436	1,329,292
Notes Payable	3,360,778	3,506,462	240,360	260,716	3,601,138	3,767,178
Bonds Payable	2,970,000	3,125,000	-	-	2,970,000	3,125,000
Compensated Absences	<u>111,209</u>	<u>90,814</u>	<u>-</u>	<u>-</u>	<u>111,209</u>	<u>90,814</u>
Total Long Term Debt	<u>\$ 11,010,440</u>	<u>\$ 10,823,169</u>	<u>\$ 293,775</u>	<u>\$ 299,461</u>	<u>\$ 11,304,215</u>	<u>\$ 11,122,630</u>

Contacting the Town of Edgewood's Financial Management

This financial report is designed to provide a general overview of the Town of Edgewood's finances for those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town of Edgewood Administration; PO Box 3610, Edgewood NM 87015.

BASIC FINANCIAL STATEMENTS

GOVERNMENT - WIDE FINANCIAL STATEMENTS

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF NET POSITION
JUNE 30, 2020

	Primary Government		
	Governmental Activities	Business- type Activities	Total
ASSETS			
Cash and investment	\$ 4,396,869	\$ 29,691	\$ 4,426,560
Receivables:			
Taxes:	-	-	-
Gross receipt tax	273,259	-	273,259
Property tax	39,608	-	39,608
Gasoline tax	13,435	-	13,435
Other	1,412	8,349	9,761
Capital assets, net of accumulated depreciation	<u>11,717,480</u>	<u>5,180,225</u>	<u>16,897,705</u>
Total assets	<u>16,442,063</u>	<u>5,218,265</u>	<u>21,660,328</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows of resources - Pension	1,063,749	24,302	1,088,051
Deferred outflows of resources - OPEB	<u>320,312</u>	<u>-</u>	<u>320,312</u>
Total deferred outflows of resources	<u>1,384,061</u>	<u>24,302</u>	<u>1,408,363</u>
Total assets and deferred outflows of resources	<u>17,826,124</u>	<u>5,242,567</u>	<u>23,068,691</u>
LIABILITIES			
Current liabilities:			
Accounts payable	283,766	45,387	329,153
Impact fee deposits	4,065	-	4,065
Accrued payroll and payroll taxes	75,062	1,533	76,595
Accrued interest payable	60,442	1,936	62,378
Noncurrent liabilities:			
Net pension liability	3,455,017	53,415	3,508,432
Net OPEB liability	1,113,436	-	1,113,436
Notes payable - Due within one year	148,268	20,967	169,235
Notes payable - Due after one year	3,212,510	219,393	3,431,903
Bond payable - Due within one year	165,000	-	165,000
Bond payable - Due after one year	2,805,000	-	2,805,000
Compensated absences - Due within one year	<u>111,209</u>	<u>-</u>	<u>111,209</u>
Total liabilities	<u>\$ 11,433,775</u>	<u>\$ 342,631</u>	<u>\$ 11,776,406</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF NET POSITION
JUNE 30, 2020

	Primary Government		
	Governmental Activities	Business- type Activities	Total
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows of resources - Pension	\$ 133,648	\$ 1,206	\$ 134,854
Deferred inflows of resources - OPEB	<u>649,912</u>	<u>-</u>	<u>649,912</u>
Total deferred inflows of resources	<u>783,560</u>	<u>1,206</u>	<u>784,766</u>
Total liabilities and deferred inflows of resources	<u>12,217,335</u>	<u>343,837</u>	<u>12,561,172</u>
NET POSITION			
Net investment in capital assets	5,386,702	4,939,865	10,326,567
Restricted for:			
Reserved for special revenue funds	628,929	-	628,929
Reserved for capital projects funds	1,248,274	-	1,248,274
Reserved for debt service funds	623,654	-	623,654
Unrestricted	<u>(2,278,770)</u>	<u>(41,135)</u>	<u>(2,319,905)</u>
Total net position	<u>5,608,789</u>	<u>4,898,730</u>	<u>10,507,519</u>
Total net position, deferred inflows of resources and liabilities	<u>\$ 17,826,124</u>	<u>\$ 5,242,567</u>	<u>\$ 23,068,691</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Government Activities	Business Type Activities	Total
Primary Government							
Governmental Activities:							
General government	\$ 3,723,219	\$ 80,739	\$ 404,964	\$ -	\$ (3,237,516)	\$ -	\$ (3,237,516)
Public safety	1,707,219	13,724	26,600	-	(1,666,895)	-	(1,666,895)
Highways and streets	1,141,182	-	-	404,798	(736,384)	-	(736,384)
Culture and recreation	106,615	-	9,404	-	(97,211)	-	(97,211)
Interest expense	<u>211,020</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(211,020)</u>	<u>-</u>	<u>(211,020)</u>
Total governmental activities	<u>6,889,255</u>	<u>94,463</u>	<u>440,968</u>	<u>404,798</u>	<u>(5,949,026)</u>	<u>-</u>	<u>(5,949,026)</u>
Business-type Activities:							
Waste Water	<u>659,333</u>	<u>182,624</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(476,709)</u>	<u>(476,709)</u>
Total business-type activities	<u>659,333</u>	<u>182,624</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(476,709)</u>	<u>(476,709)</u>
Total primary government	<u>\$ 7,548,588</u>	<u>\$ 277,087</u>	<u>\$ 440,968</u>	<u>\$ 404,798</u>	<u>(5,949,026)</u>	<u>(476,709)</u>	<u>(6,425,735)</u>
General revenues and transfers:							
Gross receipt taxes					5,007,876	-	5,007,876
Property taxes					733,804	-	733,804
Gasoline taxes					135,786	-	135,786
Interest income					19,641	-	19,641
Other					32,237	-	32,237
Transfer					<u>(181,668)</u>	<u>181,668</u>	<u>-</u>
Total general revenues and transfers					<u>5,747,676</u>	<u>181,668</u>	<u>5,929,344</u>
Change in net position					(201,350)	(295,041)	(496,391)
Net position, beginning					<u>5,810,139</u>	<u>5,193,771</u>	<u>11,003,910</u>
Net position, ending					<u>\$ 5,608,789</u>	<u>\$ 4,898,730</u>	<u>\$ 10,507,519</u>

GOVERNMENTAL FUND FINANCIAL STATEMENTS

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2020

	General Funds	Capital Projects	Total Nonmajor Funds
ASSETS			
Cash and investment	\$1,883,943	\$1,393,753	\$1,134,779
Receivables:			
Taxes:			
Gross receipt tax	146,550	17,074	109,635
Property tax	-	-	39,608
Gasoline tax	-	-	13,435
Other	1,412	-	-
Total assets	2,031,905	1,410,827	1,297,457
LIABILITIES FUND BALANCES			
LIABILITIES:			
Deficit cash	-	-	15,606
Accounts payable	100,533	162,553	20,680
Other liabilities	-	-	-
Impact fee deposits	4,065	-	-
Accrued payroll and payroll taxes	51,536	-	23,526
Total liabilities	156,134	162,553	59,812
FUND BALANCES:			
Restricted, reported in:			
Special revenue fund	-	-	628,929
Capital projects funds	-	1,248,274	-
Debt service funds	-	-	623,654
Unassigned, reported in:			
General fund	1,875,771	-	-
Special revenue fund	-	-	(14,938)
Total fund balances	1,875,771	1,248,274	1,237,645
Total liabilities and fund balances	\$2,031,905	\$1,410,827	\$1,297,457

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2020

	<u>Total Governmental Funds</u>
ASSETS	
Cash and investment	\$ 4,412,475
Receivables:	
Taxes:	
Gross receipt tax	273,259
Property tax	39,608
Gasoline tax	13,435
Other	<u>1,412</u>
Total assets	<u>4,740,189</u>
LIABILITIES FUND BALANCES	
LIABILITIES:	
Deficit cash	15,606
Accounts payable	283,766
Other liabilities	-
Impact fee deposits	4,065
Accrued payroll and payroll taxes	<u>75,062</u>
Total liabilities	<u>378,499</u>
FUND BALANCES:	
Restricted, reported in:	
Special revenue fund	628,929
Capital projects funds	1,248,274
Debt service funds	623,654
Unassigned, reported in:	
General fund	1,875,771
Special revenue fund	<u>(14,938)</u>
Total fund balances	<u>4,361,690</u>
Total liabilities and fund balances	<u>\$ 4,740,189</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2020

	<u>Governmental fund</u>
Amounts reported for governmental activities in the statement of net position are different because:	
Total fund balance - governmental funds	\$ 4,361,690
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	11,717,480
The following are related to pension and OPEB are not due and payable in the current period and therefore is not reported in the Governmental funds:	
Net pension liability	(3,455,017)
Net OPEB liability	(1,113,436)
Deferred inflows of resources (OPEB & pension)	(783,560)
Deferred outflows of resources (OPEB & pension)	1,384,061
Liabilities are not due and payable with current financial resources and, therefore are not reported in the funds:	
Notes payable	(3,360,778)
Bond payable	(2,970,000)
Accrued compensated absences	(111,209)
Accrued interest	<u>(60,442)</u>
Net position - Statement of Net Position	<u>\$ 5,608,789</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	General Funds	Capital Projects	Total Nonmajor Funds
REVENUES:			
Taxes	\$4,628,556	\$ 336,299	\$ 912,611
Licenses, permits fees and fines	69,715	-	13,724
Charges for services	11,024	-	-
Intergovernmental - State	414,368	404,798	26,600
Interest	2,959	10,050	6,632
Miscellaneous	<u>28,802</u>	<u>-</u>	<u>3,435</u>
Total revenues	<u>5,155,424</u>	<u>751,147</u>	<u>963,002</u>
EXPENDITURES:			
Current:			
General government	2,159,754	10,597	27,213
Public safety	1,582,578	-	-
Highways and streets	216,502	-	527,085
Culture and recreation	73,807	-	-
Capital outlay	-	1,062,453	-
Debt service			
Principal payments	-	-	300,684
Interest payments	<u>-</u>	<u>-</u>	<u>212,577</u>
Total expenditures	<u>4,032,641</u>	<u>1,073,050</u>	<u>1,067,559</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>1,122,783</u>	<u>(321,903)</u>	<u>(104,557)</u>
OTHER FINANCING SOURCES (USES):			
Operating transfers in	-	-	347,166
Operating transfers (out)	<u>(528,834)</u>	<u>-</u>	<u>-</u>
Total other financing sources (uses)	<u>(528,834)</u>	<u>-</u>	<u>347,166</u>
Net change in fund balances	593,949	(321,903)	242,609
Fund balance - beginning of year	<u>1,281,822</u>	<u>1,570,177</u>	<u>995,036</u>
Fund balance - end of year	<u>\$1,875,771</u>	<u>\$1,248,274</u>	<u>\$1,237,645</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Total Governmental Funds</u>
<i>REVENUES:</i>	
Taxes	\$ 5,877,466
Licenses, permits fees and fines	83,439
Charges for services	11,024
Intergovernmental - State	845,766
Interest	19,641
Miscellaneous	<u>32,237</u>
Total revenues	<u>6,869,573</u>
<i>EXPENDITURES:</i>	
Current:	
General government	2,197,564
Public safety	1,582,578
Highways and streets	743,587
Culture and recreation	73,807
Capital outlay	1,062,453
Debt service	
Principal payments	300,684
Interest payments	<u>212,577</u>
Total expenditures	<u>6,173,250</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>696,323</u>
<i>OTHER FINANCING SOURCES (USES):</i>	
Operating transfers in	347,166
Operating transfers (out)	<u>(528,834)</u>
Total other financing sources (uses)	<u>(181,668)</u>
Net change in fund balances	514,655
Fund balance - beginning of year	<u>3,847,035</u>
Fund balance - end of year	<u>\$ 4,361,690</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Governmental fund</u>
Amounts reported for governmental activities in the statement of activities are different because:	
Net changes in fund balances -Total governmental funds	\$ 514,655
Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense exceeded capital outlay in the current period.	
Depreciation expense	(643,928)
Capital expenditures recorded in capital outlay	94,229
Governmental funds report Town's pension and OPEB contributions as expenditures. However in the Statement of Activities, the cost of pension and OPEB benefits earned net of employee contributions is reported as pension and OPEB expenses:	
Net pension expenses	(499,662)
Net OPEB income	51,510
The repayment of the principal of notes payable and accrued interest consumes current financial resources of governmental funds	
Repayment of the principal of notes payable	300,684
Decrease (Increase) in accrued interest payable	1,557
Accrued compensated absences are expensed under the accrual method, and not the modified accrual method.	<u>(20,395)</u>
Change in net position - governmental activities	<u>\$ (201,350)</u>

STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET (NON-GAAP
BUDGETARY BASIS) AND ACTUAL

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET (NON-GAAP BUDGETARY BASIS) AND ACTUAL -
GENERAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Budgeted Amounts</u>		Actual on Budgetary Basis	Variance with Final Budget - Favorable (Unfavorable)
	<u>Original</u>	<u>Final</u>		
REVENUES:				
Taxes	\$4,428,347	\$4,970,414	\$4,970,412	\$ (2)
Licenses, permits fees and fines	75,293	122,023	111,643	(10,380)
Intergovernmental - State	90,000	407,674	407,672	(2)
Miscellaneous	<u>27,000</u>	<u>38,601</u>	<u>30,552</u>	<u>(8,049)</u>
Total revenues	<u>4,620,640</u>	<u>5,538,712</u>	<u>5,520,279</u>	<u>(18,433)</u>
EXPENDITURES:				
Current:				
General government	3,396,981	3,692,264	3,574,895	117,369
Public safety	<u>77,521</u>	<u>552,133</u>	<u>552,132</u>	<u>1</u>
Total expenditures	<u>3,474,502</u>	<u>4,244,397</u>	<u>4,127,027</u>	<u>117,370</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>1,146,138</u>	<u>1,294,315</u>	<u>1,393,252</u>	<u>98,937</u>
OTHER FINANCING SOURCES (USES):				
Operating transfers in	23,793	23,793	-	(23,793)
Operating transfers (out)	<u>(751,135)</u>	<u>(770,327)</u>	<u>(643,846)</u>	<u>126,481</u>
Total other financing sources (uses)	<u>(727,342)</u>	<u>(746,534)</u>	<u>(643,846)</u>	<u>102,688</u>
Net change in fund balances	418,796	547,781	749,406	201,625
Fund balance - beginning of year	-	-	<u>1,281,822</u>	-
Fund balance - end of year	<u>\$ -</u>	<u>\$ -</u>	<u>2,031,228</u>	<u>\$ -</u>
Reconciliation of budgetary basis to GAAP basis:				
Net change in fund balances-cash basis			\$ 749,406	
Adjustments to revenues			(364,855)	
Adjustments to expenditures			94,386	
Adjustments to transfers			<u>115,012</u>	
Net change in fund balances-GAAP basis			<u>\$ 593,949</u>	

PROPRIETARY FUND FINANCIAL STATEMENTS

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF NET POSITION - PROPRIETARY FUNDS
JUNE 30, 2020

	503 - Wastewater Fund
ASSETS	
Current assets:	
Cash and investments	\$ 29,691
Accounts receivable	<u>8,349</u>
Total current assets	<u>38,040</u>
Noncurrent assets:	
Capital assets, net of accumulated depreciation	<u>5,180,225</u>
Total assets	<u>5,218,265</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows of resources - Pension	<u>24,302</u>
Total deferred outflow of resources	<u>24,302</u>
Total assets and deferred outflow of resources	<u>5,242,567</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	
LIABILITIES:	
Current liabilities:	
Accounts payable	45,387
Accrued payroll and payroll taxes	1,533
Accrued interest payable	1,936
Current maturities of note payable	<u>20,967</u>
Total current liabilities	<u>69,823</u>
Noncurrent liabilities:	
Net pension liability	53,415
Notes payable	<u>219,393</u>
Total liabilities	<u>342,631</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows of resources - Pension	<u>1,206</u>
Total deferred inflow of resources	<u>1,206</u>
Total liabilities and deferred inflow of resources	<u>343,837</u>
NET POSITION	
Net investment in capital assets	4,939,865
Unrestricted	<u>(41,135)</u>
Total net position	<u>4,898,730</u>
Total liabilities, deferred inflow of resources, and net position	<u>\$ 5,242,567</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION -
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	503 - Wastewater Fund
<i>Operating revenues:</i>	
Services fees	\$ <u>182,624</u>
Total operating revenues	<u>182,624</u>
<i>Operating expenses:</i>	
Professional services	150,487
State shared taxes	1,893
Repairs and maintenance	54,211
Supplies	44,712
Utilities	71,793
Depreciation	<u>328,579</u>
Total operating expenses	<u>651,675</u>
<i>Operating income (loss)</i>	<u>(469,051)</u>
Nonoperating expenses:	
Interest expense	<u>(7,658)</u>
<i>Income/(Loss) before transfer</i>	<u>(476,709)</u>
Transfers:	
Transfers In/(out)	<u>181,668</u>
Change in net position	<u>(295,041)</u>
Net position - beginning of year	<u>5,193,771</u>
Net position - end of year	<u>\$ 4,898,730</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	503 - Wastewater Fund
Cash flows from operating activities:	
Cash received from customers	\$ 182,624
Cash payments to vendors for goods and services	(306,587)
Net cash used in operating activities	(123,963)
Cash flows from capital and related financing activities:	
Payments on notes payable	(20,356)
Payments for interest on notes payable	(7,658)
Net cash used in capital and related financing activities	(28,014)
Cash flows from noncapital financing activities:	
Transfer in	181,668
Net cash provided by noncapital financing activities	181,668
Net change in cash and cash equivalents	29,691
Cash and cash equivalents, beginning of year	-
Cash and cash equivalents, end of year	\$ 29,691
<u>Reconciliation of operating loss to net cash used in operating activities:</u>	
Operating loss	\$ (469,051)
Adjustment to reconcile operating loss to net cash used in operating activities:	
Depreciation	328,579
Pension plan items	13,882
Changes in assets and liabilities:	
Accrued interest payable	(164)
Accrued payroll and payroll taxes	(3,132)
Accounts payable	5,923
Total adjustments	345,088
Net cash used in operating activities	\$ (123,963)

FIDUCIARY FUNDS FINANCIAL STATEMENTS

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES - AGENCY FUND
JUNE 30, 2020

	<u>Agency Fund</u>
ASSETS	
Cash and cash equivalents	\$ <u>25,097</u>
Total assets	<u>25,097</u>
LIABILITIES	
Due to other entities	<u>25,097</u>
Total liabilities	<u><u>\$ 25,097</u></u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Entity: The Town of Edgewood ("Town") was incorporated in 1999 under the laws of the State of New Mexico. The Town operates under a Mayor-Council form of government and provides the following services as authorized by its charter: public safety (police and fire), highways and streets, health and social services, culture and recreation, education, public improvements, planning and zoning, general administrative services and a waste water utility.

The Town's financial statements are prepared in accordance with generally accepted accounting principles ("GAAP"). The Governmental Accounting Standards Board ("GASB") is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board ("FASB") do not conflict with or contradict GASB pronouncements. Although the Town has the option to apply FASB pronouncements issued after that date to its business-type funds, the Town has chosen not to do so. The more significant accounting policies established in GAAP and used by the Town are discussed below.

A. Financial Reporting Entity

As required by GAAP, the financial statements present the Town and entities for which the Town is considered to be financially accountable. There are no component units for the fiscal year ended June 30, 2020.

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the Town. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and enterprise funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

The government-wide financial statements are reported using the economic *resources measurement focus and the accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Enterprise funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with proprietary fund's principle ongoing operations.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are recorded.

Governmental financial statements are reported using the *current financial resources measurement focus and the modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is made.

The Town follows the following revenue recognition principles applied to nonexchange transactions which are in accordance with GASB Statement 33, *Accounting and Reporting for Nonexchange Transactions*:

Derived tax revenues are recognized as revenue in the period when the underlying exchange transaction has occurred and the resources are available. Derived tax revenues include gross receipts tax, gasoline taxes, and cigarette taxes.

Imposed nonexchange revenue other than property taxes are recognized in the period when an enforceable legal claim has arisen and the resources are available.

Property tax revenue is recorded on an accrual basis and the revenue is recognized in the fiscal year for which the taxes are levied.

Government-mandated nonexchange transactions and voluntary nonexchange transactions are recognized when all applicable eligibility requirements have been met and the resources are available. These include grant revenues, state shared taxes and intergovernmental revenue. Grant revenues are recognized as revenues when the related costs are incurred.

Other revenues susceptible to accrual are investment income and charges for services. All other revenues are recognized when they are received and are not susceptible to accrual because they are usually not measurable until payment is actually received.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

Property taxes are levied and collected by the Santa Fe County Treasurer on behalf of the Town. Property taxes are levied in November and are payable in two installments, half on November 10 which becomes delinquent on December 10 and half on April 10 which becomes delinquent on May 11, which is also the lien date.

The Town reports the following major governmental funds:

General Fund. The general fund is the Town's primary operating fund. It accounts for all the financial resources of the general government, except those required to be accounted for in another fund.

Capital Projects Fund. A capital projects fund that accounts for money received and expended for capital projects.

The Town reports the following major proprietary fund:

Waste Water Fund. This fund accounts for all the financial resources and expenditures related to the waste water system.

B. Cash and Investments

Cash includes amounts in demand deposits. Cash deposits are reported at carrying amount, which reasonably estimates fair value.

All investments are stated at fair value which is determined by using selected bases. Interest income and realized gains and losses on investment transactions are included for financial statement purposes as investment income.

C. Capital Assets

Capital assets which include software, library books, property, plant, equipment, vehicles, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000, per Section 12-6-10 NMSA 1978, and an estimated useful life in excess of one year.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements and Management Discussion and Analysis for State and Local Governments allows phase III governments an exemption from the retroactive application of the capitalization requirements to major general infrastructure assets. The Town has elected not to retroactively record infrastructure assets.

Assets are recorded at historical cost or estimated historical cost if purchased or construction. Donated capital assets received prior to June 15, 2015, are recorded at their estimated fair value at the date of donation. Donated capital assets received after June 15, 2015, are recorded at acquisition value. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Building, structures and improvements	10-40 years
Road equipment	10 years
Furniture, fixtures and equipment	7 years
Vehicles	7 years
Infrastructures	25 years
Waste water system	25 years

D. Deferred Outflows of Resources

In addition to assets, the balance sheet reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a use of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenditure) until that time. The Town has pension and OPEB related to deferred outflows of resource items that qualify for reporting in this category.

E. Compensated Absences

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are reported in the general long-term debt account group. No expenditure is reported for these amounts.

F. Deferred Inflows of Resources

In addition to liabilities, the balance sheet reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

Revenue must be susceptible to accrual (measurable and available to finance expenditures of the current fiscal period) to be recognized. If assets are recognized in connection with a transaction, but those assets are not yet available to finance expenditures of the current fiscal period, then the assets must be offset by a corresponding liability for deferred inflows of resources. The Town has one types of items, which arises under the modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, unavailable revenue-property taxes, is reported only in the governmental funds balance sheet. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. In addition, the Town has pension and OPEB related deferred inflows of resources items in government-wide financial statement that qualify for reporting in this category.

G. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Public Employee Retirement Board (PERB) and additions to/deductions from PERB's fiduciary net position have been determined on the same basis as they are reported by PERB, on the economic resources measurement focus and accrual basis of accounting. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

H. OPEB

Postemployment Benefits Other Than Pensions (OPEB). For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the New Mexico Retiree Health Care Authority (NMRHCA) and additions to and deductions from NMRHCA's fiduciary net position have been determined on the same basis as they are reported by NMRHCA. For this purpose, NMRHCA recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.

I. Fund Balance

In the fund financial statements, governmental fund balances are classified as follows:

Nonspendable - fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example, inventories and prepaid amounts. It also includes amounts to be held in perpetuity.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

Restricted - Fund balance should be reported when constraints placed on the use of resources are either:

- (a) Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
- (b) Imposed by law through constitutional provisions or enabling legislation.
- (c) Enabling legislation, as the term is used in this Statement, authorizes the government to assess, levy, charge, or otherwise mandate payment of resources (from external resource providers) and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation. Legal enforceability means that a government can be compelled by an external party-such as citizens, public interest groups, or the judiciary-to use resources created by enabling legislation only for the purposes specified by the legislation.

Unassigned - fund balance is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund. The general fund should be the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceeded the amounts restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance. The Town's policy is to apply restricted resources first, committed sources second, assigned resources third, and unassigned resources last when an expense is incurred for purposes for which all or any fund balance classification is available.

J. Net Position

Net position represent the difference between assets and liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvements of those assets. Net position invested in capital assets, net of related debt excludes unspent debt proceeds. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

K. Interfund Transactions

Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

L. Cash Flows

For purposes of the Statement of Cash Flows, the various enterprise funds consider all highly liquid assets with a maturity of three months or less when purchased to be cash equivalents.

M. Budgetary Information

Actual amounts on the budgetary basis are prepared on the cash basis of accounting which recognizes revenues when received and expenditures when paid. Annual budgets are adopted for the general, special revenue, debt service and capital projects funds.

The Town follows the following procedures for establishing the budgetary data reflected in the financial statements:

1. Prior to June 1, the Town Administrator submits to the Town Council a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them based on previous year's history. Public hearings are conducted at the Community Center to obtain taxpayer comments. Prior to July 1, the budget is legally enacted through passage of an ordinance.
2. The Town Administrator is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any funds must be approved by the Town Council and the New Mexico State Department of Finance, Division of Local Governments.
3. Formal budgetary integration is employed as a management control device during the year for the general fund, special revenue funds, and capital projects funds.
4. The level of classification detail in which expenditures of expenses may not legally exceed appropriations for each budget is in fund total.

N. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

O. Implementation of New Accounting Principles

GASB has issued the following statements, which are applicable in future years. Management has not determined the impact, if any, these future pronouncements will have on the Town.

GASB Statement No. 84, *Fiduciary Activities*.

Effective Date: The provisions in Statement 84 are effective for fiscal years beginning after December 15, 2019.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

This Statement establishes criteria for identifying fiduciary activities of all state and local governments:

- Focus of the criteria generally on whether a government is controlling the assets of the fiduciary activity and the beneficiaries with whom a fiduciary relationship exists.
- Separate criteria included to fiduciary component units and postemployment benefit arrangements that are fiduciary activities.

GASB Statement No. 87, Leases.

Effective Date: The provisions in Statement 87 are effective for fiscal years beginning after December 15, 2021.

The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments.

GASB Statement No. 89, Accounting for Interest Cost Incurred before the End of a Construction Period.

Effective Date: The provisions in Statement 89 are effective for fiscal years beginning after December 15, 2020.

This Statement establishes accounting requirements for interest cost incurred before the end of a construction period.

GASB Statement No. 90, Majority Equity Interests - an Amendment of GASB Statements No. 14 and No. 61.

Effective Date: The provisions in Statement 90 are effective for fiscal years beginning after December 15, 2019.

This Statement modifies previous guidance for reporting a government's majority equity interest in a legally separate organization. This Statement also provides guidance for reporting a component unit if a government acquires a 100 percent equity interest in that component unit.

GASB Statement No. 91, Conduit Debt Obligations

Effective Date: The provisions in Statement 91 are effective for fiscal years beginning after December 15, 2021.

The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 2 - CASH AND INVESTMENTS

Deposits

Custodial Credit Risk - Deposits. Custodial credit risk is, in the event of the failure of a depository financial institution, the Town will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The Town does not have a deposit policy for custodial credit risk. Deposits are exposed to custodial credit risk if they are not covered by depository insurance and are (1) uncollateralized, (2) collateralized with securities held by the pledging financial institution, or (3) collateralized with securities held by the pledging financial institution's trust department or agent but not in the Town's name.

As of June 30, 2020, the Town's bank balance total of \$4,710,141 was exposed to credit risk in the amount of \$3,364,472 as follows:

Uninsured and collateral held by pledging bank's trust department not in the Town's name	\$ 2,045,626
Uninsured and uncollateralized	<u>1,318,846</u>
Total	<u><u>\$ 3,364,472</u></u>

<u>Reconciliation of Cash and cash equivalents</u>	<u>Amount</u>
Cash and cash equivalents per Statement of Net Position	\$ 4,426,560
Cash per Statement of Fiduciary Net Position	25,097
Less: Petty cash	(100)
Add outstanding checks and other reconciling items	<u>258,584</u>
Bank balance of deposits	<u><u>\$ 4,710,141</u></u>

In accordance with Section 6-10-17, NMSA, 1978 Compilation, the Town is required to collateralize an amount equal to one-half of the public money in excess of FDIC insurance at each financial institution. At June 30, 2020, FDIC insurance is limited to \$250,000 for time and savings deposits and \$250,000 for demand deposits at each financial institution. The total balance in any single financial institution may at times exceed the FDIC coverage available to individual depositors. The Town is required to obtain from each bank that is a depository for public funds pledged collateral in an aggregate amount equal to one half of the public money in each account.

Credit Risk: The Town has no formal policy on managing credit risk. State law limits investments to certificates of deposits and similar obligations, state investment pool, money market accounts and United States Government obligations.

Investments

Concentration of Credit Risk Concentration of credit risk is the risk of loss attributable to the magnitude of the Town's investment in a single issuer. As of June 30, 2020, the Town has no items classified as investments.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 3 - CAPITAL ASSETS

Governmental fund capital asset activity for the year ending June 30, 2020 was as follows:

	Beginning Balance	Additions	Transfer	Ending Balance
<u>Governmental Activities:</u>				
Capital assets not being depreciated:				
Land	\$ 257,449	\$ -	\$ -	\$ 257,449
Constructions in progress	<u>352,770</u>	-	-	<u>352,770</u>
Total capital assets not being depreciated	<u>610,219</u>	-	-	<u>610,219</u>
Capital assets being depreciated:				
Buildings, structures and improvements	5,009,341	-	-	5,009,341
Road equipment	930,272	-	-	930,272
Infrastructure	9,628,052	-	-	9,628,052
Furniture, fixtures and equipment	237,980	94,229	-	332,209
Vehicles	<u>787,530</u>	-	-	<u>787,530</u>
Total capital assets being depreciated	<u>16,593,175</u>	<u>94,229</u>	-	<u>16,687,404</u>
Less: accumulated depreciation for:				
Buildings, structures and improvements	734,162	125,902	-	860,064
Road equipment	664,329	38,721	-	703,050
Infrastructure	2,826,035	384,378	-	3,210,413
Furniture, fixtures and equipment	211,719	9,213	-	220,932
Vehicles	<u>499,970</u>	<u>85,714</u>	-	<u>585,684</u>
Total accumulated depreciation	<u>4,936,215</u>	<u>643,928</u>	-	<u>5,580,143</u>
Total capital assets, depreciated, net	<u>11,656,960</u>	<u>(549,699)</u>	-	<u>11,107,261</u>
Governmental activities capital assets, net	<u>\$ 12,267,179</u>	<u>\$ (549,699)</u>	<u>\$ -</u>	<u>\$ 11,717,480</u>

Depreciation expense was charged to functions/programs of the government as follows:

Governmental activities:

General government	\$ 88,884
Public safety	124,641
Highways and streets	397,595
Culture and recreation	<u>32,808</u>
Total governmental activities depreciation expense	<u>\$ 643,928</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 3 - CAPITAL ASSETS - CONT'D

Enterprise fund capital asset activity for the year ending June 30, 2020 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<u>Business-type Activities:</u>				
Capital assets being depreciated:				
Waste Water System	\$8,335,111	\$ -	\$ -	\$8,335,111
Total capital assets being depreciated	<u>8,335,111</u>	<u>-</u>	<u>-</u>	<u>8,335,111</u>
Less: accumulated depreciation for:				
Waste Water System	<u>2,826,307</u>	<u>328,579</u>	<u>-</u>	<u>3,154,886</u>
Total accumulated depreciation	<u>2,826,307</u>	<u>328,579</u>	<u>-</u>	<u>3,154,886</u>
Business-type activities capital assets, net	<u>\$5,508,804</u>	<u>\$ (328,579)</u>	<u>\$ -</u>	<u>\$5,180,225</u>

NOTE 4 - LONG-TERM OBLIGATIONS

During the year ended June 30, 2020, the following changes occurred:

	<u>Balance June 30, 2019</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2020</u>	<u>Due within one year</u>
<u>Governmental activities:</u>					
NMFA Edgewood 3	\$ 1,096,664	\$ -	\$ 78,668	\$ 1,017,996	\$ 80,260
NMFA Edgewood 5	2,409,798	-	67,016	2,342,782	68,008
GO BOND	3,125,000	-	155,000	2,970,000	165,000
Compensated absences	<u>90,814</u>	<u>96,758</u>	<u>76,363</u>	<u>111,209</u>	<u>111,209</u>
	<u>\$ 6,722,276</u>	<u>\$ 96,758</u>	<u>\$ 377,047</u>	<u>\$ 6,441,987</u>	<u>\$ 424,477</u>
<u>Business Type Activities:</u>					
RIP Loan	<u>\$ 260,716</u>	<u>\$ -</u>	<u>\$ 20,356</u>	<u>\$ 240,360</u>	<u>\$ 20,967</u>

Accrued Compensated Absences. Employees accrue either eight or ten hours per month depending on if the employee has been with the Town less than or more than five years, respectively. The maximum number of annual leave hours which may be accrued is either 96 or 120 hours depending on if the employee has been with the Town less than or more than five years, respectively. Compensated absence balances have been liquidated within the general fund in prior years.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 4 - LONG-TERM OBLIGATIONS - CONT'D

The Town received a loan in 2012 totaling \$1,637,195 from the New Mexico Finance Authority (NMFA). The loan requires variable annual principal payments ranging from \$54,919 to \$3,761 including interest at 2.98% and matures May 2031. A portion of the Town's Municipal Infrastructure Gross Receipts Tax has been pledged to pay the loan principal and interest. The loan is subject to an intercept agreement whereby the pledged gross receipts taxes are paid directly to NMFA by the state distributing entity.

Loan debt service requirements to maturity are as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 80,260	\$ 32,504	\$ 112,764
2022	82,041	30,666	112,707
2023	84,133	28,508	112,641
2024	86,419	26,152	112,571
2025	88,870	23,629	112,499
2026-2030	488,296	72,991	561,287
2031	107,977	4,017	111,994
	<u>\$1,017,996</u>	<u>\$ 218,467</u>	<u>\$1,236,463</u>

The Town received a loan in 2015 totaling \$2,696,483 from the New Mexico Finance Authority (NMFA). The loan requires variable annual principal payments ranging from \$64,793 to \$144,922 including interest at 3.72% and matures May 2044. A portion of the Town's Municipal Infrastructure Gross Receipts Tax has been pledged to pay the loan principal and interest. The loan is subject to an intercept agreement whereby the pledged gross receipts taxes are paid directly to NMFA by the state distributing entity.

Loan debt service requirements to maturity are as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 68,008	\$ 83,001	\$ 151,009
2022	69,185	81,824	151,009
2023	70,541	80,468	151,009
2024	72,015	78,994	151,009
2025	73,606	77,402	151,008
2026-2030	400,380	354,664	755,044
2031-2035	472,684	282,360	755,044
2036-2040	570,490	184,554	755,044
2041-2044	545,873	58,162	604,035
	<u>\$2,342,782</u>	<u>\$1,281,429</u>	<u>\$3,624,211</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 4 - LONG-TERM OBLIGATIONS - CONT'D

During 2014, the Town issued \$3,670,000 of Series 2014 General Obligation Bonds. Interest, with rates ranging from 1.3% to 5.0%, is due every February and August commencing February 2015 and principal is due each August commencing August 2015. The bonds are secured by ad valorem property tax and mature August 2034. Bond debt service requirements to maturity are as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 165,000	\$ 97,168	\$ 262,168
2022	170,000	93,486	263,486
2023	175,000	89,220	264,220
2024	185,000	84,354	269,354
2025	195,000	78,895	273,895
2026-2030	1,030,000	298,569	1,328,569
2031-2035	<u>1,050,000</u>	<u>106,071</u>	<u>1,156,071</u>
	<u>\$2,970,000</u>	<u>\$ 847,763</u>	<u>\$3,817,763</u>

The Town obtained a Rural Infrastructure Program loan during 2010 in the amount of \$419,211, from the New Mexico Environment Department. The loan requires annual payments of 28,178 including interest at 3% and matures March 2030 and is collateralized by state shared gross receipts tax. Loan debt service requirements to maturity are as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 20,967	\$ 7,211	\$ 28,178
2022	21,596	6,582	28,178
2023	22,244	5,934	28,178
2024	22,911	5,267	28,178
2025	23,598	4,579	28,177
2026-2030	<u>129,044</u>	<u>11,843</u>	<u>140,887</u>
	<u>\$ 240,360</u>	<u>\$ 41,416</u>	<u>\$ 281,776</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
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JUNE 30, 2020

NOTE 5 - RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions, injuries to employees and natural disasters. The Town has joined together with other local governments in the state and obtained insurance through the New Mexico Self-Insured Fund, a public entity risk pool that operates as a common risk management and insurance program for local governments. The Town pays an annual premium to the New Mexico Self-Insurers Fund for its general insurance coverage, and all risk of loss is transferred.

NOTE 6 - INTERFUND OPERATING TRANSFERS

The Town interfund transfers during the year ended June 30, 2020 consisted of the following amounts:

Transfers in	Amount	Transfers out	Amount
<u>Governmental Funds:</u>			
Major funds:			
General Fund	\$ -	General Fund	\$ 528,834
Nonmajor funds	347,166		
<u>Proprietary Funds:</u>			
Wastewater Fund	181,668		
Total	\$ 528,834	Total	\$ 528,834

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION

General Information about the Pension Plan

Plan description

Public Employees Retirement Fund is a cost-sharing, multiple employer defined benefit pension plan. This fund has six divisions of members, including State General, State Police/Adult Correction Officer, Municipal General, Municipal Police/Detention Officers, Municipal Fire, and State Legislative Divisions, and offers 24 different types of coverage within the PERA plan. All assets accumulated may be used to pay benefits, including refunds of member contributions, to any of the plan members or beneficiaries, as defined by the terms of this plan. Certain coverage plans are only applicable to a specific division. Eligibility for membership in the Public Employees Retirement Fund is set forth in the Public Employees Retirement Act (Chapter 10, Article 11, NMSA 1978). Except as provided for in the Volunteer Firefighters Retirement Act (10-11A-1 to 10-11A-7, NMSA 1978), the Judicial Retirement Act (10-12B-1 to 10-12B-19, NMSA 1978), the Magistrate Retirement Act (10-12C- 1 to 10-12C-18, NMSA 1978), and the Educational Retirement Act (Chapter 22, Article 11, NMSA 1978), each employee and elected official of every affiliated public employer is required to be a member in the Public Employees Retirement Fund, unless specifically excluded.

PERA issues a publicly available financial report and a comprehensive annual financial report that can be obtained at <http://saonm.org/> using the Audit Report Search function for agency 366.

Benefits provided

Benefits are generally available at age 65 with five or more years of service or after 25 years of service regardless of age for TIER I members. Provisions also exist for retirement between ages 60 and 65, with varying amounts of service required. Certain police and fire members may retire at any age with 20 or more years of service for Tier I members. Generally, the amount retirement pension is based on final average salary, which is defined under Tier I as the average of salary for the 36 consecutive months of credited service producing the largest average; credited service; and the pension factor of the applicable coverage plan. Monthly benefits vary depending upon the plan under which the member qualifies, ranging from 2% to 3.5% of the member's final average salary per year of service. The maximum benefit that can be paid to a retiree may not exceed a range of 60% to 90% of the final average salary, depending on the division. Benefits for duty and non-duty death and disability and for post-retirement survivors' annuities are also available.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION - CONT'D

TIER II:

The retirement age and service credit requirements for normal retirement for PERA state and municipal general members hired increased effective July 1, 2013 with the passage of Senate Bill 27 in the 2013 Legislative Session. Under the new requirements (Tier II), general members are eligible to retire at any age if the member has at least eight years of service credit and the sum of the member's age and service credit equals at least 85 or at age 67 with 8 or more years of service credit. General members hired on or before June 30, 2013 (Tier I) remain eligible to retire at any age with 25 or more years of service credit. Under Tier II, police and firefighters in Plans 3, 4 and 5 are eligible to retire at any age with 25 or more years of service credit. State police and adult correctional officers, peace officers and municipal juvenile detention officers will remain in 25-year retirement plans, however, service credit will no longer be enhanced by 20%. All public safety members in Tier II may retire at age 60 with 6 or more years of service credit. Generally, under Tier II pension factors were reduced by 0.50%, employee Contribution increased 1.50% and effective July 1, 2014 employer contributions were raised .05%. The computation of final average salary increased as the average of salary for 60 consecutive months.

Contributions:

See PERA's compressive annual financial report for Contribution provided description.

PERA Contribution Rates and Pension Factors in effect during FY19

Coverage Plan	Employee Contribution Percentage		Employer Contribution Percentage	Pension Factor per year of Service		Pension Maximum as a Percentage of the Final Average Salary
	Annual Salary less than \$20,000	Annual Salary greater than \$20,000		TIER 1	TIER 2	
STATE PLAN						
State Plan 3	7.42%	8.92%	16.99%	3.00%	2.50%	90.00%
MUNICIPAL PLANS 1 - 4						
Municipal Plan 1 (plan open to new employers)	7.00%	8.50%	7.40%	2.00%	2.00%	90.00%
Municipal Plan 2 (plan open to new employers)	9.15%	10.65%	9.55%	2.50%	2.00%	90.00%
Municipal Plan 3 (plan closed to new employers 6/95)	13.15%	14.65%	9.55%	3.00%	2.50%	90.00%
Municipal Plan 4 (plan closed to new employers 6/00)	15.65%	17.15%	12.05%	3.00%	2.50%	90.00%

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
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NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION - CONT'D

PERA Contribution Rates and Pension Factors in effect during FY19

Coverage Plan	Employee Contribution Percentage		Employer Contribution Percentage	Pension Factor per year of Service		Pension Maximum as a
	Annual Salary less than \$20,000	Annual Salary greater than \$20,000		TIER 1	TIER 2	Percentage of the Final Average Salary
	MUNICIPAL POLICE PLANS 1 - 5					
Municipal Police Plan 1	7.00%	8.50%	10.40%	2.00%	2.00%	90.00%
Municipal Police Plan 2	7.00%	8.50%	15.40%	2.50%	2.00%	90.00%
Municipal Police Plan 3	7.00%	8.50%	18.90%	2.50%	2.00%	90.00%
Municipal Police Plan 4	12.35%	13.85%	18.90%	3.00%	2.50%	90.00%
Municipal Police Plan 5	16.30%	17.80%	18.90%	3.50%	3.00%	90.00%
MUNICIPAL FIRE PLANS 1 - 5						
Municipal Fire Plan 1	8.00%	9.50%	11.40%	2.00%	2.00%	90.00%
Municipal Fire Plan 2	8.00%	9.50%	17.90%	2.50%	2.00%	90.00%
Municipal Fire Plan 3	8.00%	9.50%	21.65%	2.50%	2.00%	90.00%
Municipal Fire Plan 4	12.80%	14.30%	21.65%	3.00%	2.50%	90.00%
Municipal Fire Plan 5	16.20%	17.70%	21.65%	3.50%	3.00%	90.00%
MUNICIPAL DETENTION OFFICER PLAN 1						
Municipal Detention Officer Plan 1	16.65%	18.15%	17.05%	3.00%	3.00%	90.00%
STATE POLICE AND ADULT CORRECTIONAL OFFICER PLANS, ETC.						
State Police and Adult Correctional Officer Plan 1	7.60%	9.10%	25.50%	3.00%	3.00%	90.00%
State Plan 3 - Peace Officer	7.42%	8.92%	16.99%	3.00%	3.00%	90.00%
Juvenile Correctional Officer Plan 2	4.78%	6.28%	26.12%	3.00%	3.00%	90.00%

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018. The total pension liability was rolled forward from the valuation date to the plan year ending June 30, 2019 using generally accepted actuarial principles. Therefore, the employer's portion was established as of the measurement date of June 30, 2019. There were no significant events or changes in benefit provision that required an adjustment to the roll forward liabilities as of June 30, 2019. The Town of Edgewood's proportion of the net pension liability was based on a projection of the Town of Edgewood's long term share of contributions to the pension plan relative to the projected contributions of all participating entities, actuarially determined.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
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NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION - CONT'D

At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources.

PERA Fund Division - General. At June 30, 2020, the Town reported a liability of \$1,696,477 for its proportionate share of the net pension liability at June 30, 2019. At June 30, 2019, the Town's proportion was 0.0980%, which was higher than its 0.0852% proportion measured as of June 30, 2018.

For the year ended June 30, 2020, the Town recognized PERA Fund - General pension expense of \$272,126.

At June 30, 2020, the Town reported PERA Fund Division - General deferred outflows of resources and deferred inflows or resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes of Assumption	\$ 75,645	\$ 4,178
Changes in Proportion	174,437	1,106
Differences Between Expected and Actual Experience	50,863	18,352
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	57,167	-
Post Measurement Date Employer Contributions	<u>118,276</u>	<u>-</u>
Totals	<u>\$ 476,388</u>	<u>\$ 23,636</u>

For the General Division, \$118,276 reported as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date June 30, 2019 and will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended June 30,</u>	<u>Amount</u>
2021	\$ 154,544
2022	103,740
2023	66,786
2024	<u>9,406</u>
Total	<u>\$ 334,476</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION - CONT'D

PERA Fund Division - Police. At June 30, 2020, the Town reported a liability of \$1,811,955 for its proportionate share of the net pension liability at June 30, 2019. As of June 30, 2019, the Town's proportion was 0.2453%, which was higher than its 0.2128% proportion measured as of June 30, 2018.

For the year ended June 30, 2020, the Town recognized PERA Fund - Police pension expense of \$241,417.

At June 30, 2020, the Town reported PERA Fund Division - Police deferred outflows of resources and deferred inflows or resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes of Assumption	\$ 102,779	\$ 4,610
Changes in Proportion	233,799	29,422
Differences Between Expected and Actual Experience	75,698	77,186
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	56,581	-
Post Measurement Date Employer Contributions	<u>142,806</u>	<u>-</u>
Totals	<u>\$ 611,663</u>	<u>\$ 111,218</u>

For the Police Division, \$142,806 reported as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended June 30,</u>	<u>Amount</u>
2021	\$ 118,425
2022	156,411
2023	73,518
2024	<u>9,285</u>
Total	<u>\$ 357,639</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
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NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION - CONT'D

Actuarial assumptions

The total pension liability in the June 30, 2019 actuarial valuation was determined using the following significant actuarial assumptions, applied to all periods included in the measurement:

Actuarial Valuation Date	June 30, 2018
Actuarial Cost Method	Entry Age Normal
Amortization Period	Level Percentage of Pay
Asset Valuation Method	Solved for based on statutory rates
Actuarial assumptions:	
• Investment rate of return	7.25% annual rate, net of investment expense
• Projected benefit payment	100 years
• Payroll growth	3.00%
• Projected salary increases	3.25% to 13.50% annual rate
• Includes inflation at	2.50% annual rate
	2.75% all other years
Mortality Assumption	The mortality assumptions are based on the RPH-2014 Blue Collar mortality table with female ages set forward one year. Future improvement in mortality rates is assumed using 60% of the MP-2017 projection scale generationally. For non-public safety groups, 25% of in-service deaths are assumed to be duty related and 35% are assumed to be duty-related for public safety groups.
Experience Study Dates	July 1, 2008 to June 30, 2017 (demographic) and July 1, 2013 through June 30, 2017 (economic)

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
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NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION - CONT'D

The total pension liability, net pension liability, and certain sensitivity information are based on an actuarial valuation performed as of June 30, 2018. The total pension liability was rolled-forward from the valuation date to the plan year ended June 30, 2019. These assumptions were adopted by the Board for use in the June 30, 2018 actuarial valuation.

Long-term expected rate of return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and most recent best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>ALL FUNDS - Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global Equity	42.33 %	7.48%
Risk Reduction & Mitigation	21.37 %	2.37%
Credit Oriented Fixed Income	15.00 %	5.47%
Real Assets to include Real Estate Equity	20.00 %	6.48%
Multi- Risk Allocation	1.30 %	
Total	<u>100.00 %</u>	

Discount rate

A single discount rate of 7.25% was used to measure the total pension liability as of June 30, 2019. This single discount rate was based on a long-term expected rate of return on pension plan investments of 7.25%, compounded annually, net of expense. Based on the stated assumptions and the projection of cash flows, the plan's fiduciary net position and future contributions were projected to be available to finance all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

The projections of cash flows used to determine this single discount rate assumed that plan member and employer contributions will be made at the current statutory levels.

Sensitivity of the Town's proportionate share of the net pension liability to changes in the discount rate

The following presents the Town's proportionate share of the net pension liability, calculated using the discount rate of 7.25 percent, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.25 percent) or 1-percentage-point higher (8.25 percent) than the current rate:

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 7 - PENSION PLAN - PUBLIC EMPLOYEE RETIREMENT ASSOCIATION - CONT'D

<u>Proportionate Share of Net Pension Liability</u>	<u>1% Decrease (6.25%)</u>	<u>Current Discount Rate (7.25%)</u>	<u>1% Increase (8.25%)</u>
General	\$ 2,565,819	\$ 1,696,477	\$ 977,213
Police	<u>2,742,063</u>	<u>1,811,955</u>	<u>1,053,162</u>
Total	<u>\$ 5,307,882</u>	<u>\$ 3,508,432</u>	<u>\$ 2,030,375</u>

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued FY19 PERA financial report. The report is available at <http://www.pera.state.nm.us/publications.html>.

Payables to the pension plan

The Town doesn't have any amount due to the plan at June 30, 2020.

NOTE 8 - POST-EMPLOYMENT BENEFITS - STATE RETIREE HEALTH CARE PLAN

General Information about the OPEB

Plan description - Employees of the Town are provided with OPEB through the Retiree Health Care Fund (the Fund)—a cost-sharing multiple-employer defined benefit OPEB plan administered by the New Mexico Retiree Health Care Authority (NMRHCA). NMRHCA was formed February 13, 1990, under the New Mexico Retiree Health Care Act (the Act) of New Mexico Statutes Annotated, as amended (NMSA 1978), to administer the Fund under Section 10-7C-1-19 NMSA 1978. The Fund was created to provide comprehensive group health insurance coverage for individuals (and their spouses, dependents and surviving spouses) who have retired or will retire from public service in New Mexico.

NMRHCA is an independent agency of the State of New Mexico. The funds administered by NMRHCA are considered part of the State of New Mexico financial reporting entity and are OPEB trust funds of the State of New Mexico. NMRHCA's financial information is included with the financial presentation of the State of New Mexico.

Benefits provided - The Fund is a multiple employer cost sharing defined benefit healthcare plan that provides eligible retirees (including terminated employees who have accumulated benefits but are not yet receiving them), their spouses, dependents and surviving spouses and dependents with health insurance and prescription drug benefits consisting of a plan, or optional plans of benefits, that can be contributions to the Fund and by co-payments or out-of-pocket payments of eligible retirees.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 8 - POST-EMPLOYMENT BENEFITS - STATE RETIREE HEALTH CARE PLAN - CONT'D

Employees covered by benefit terms - At June 30, 2019, the Fund's measurement date, the following employees were covered by the benefit terms:

Plan membership	
Current retirees and surviving spouses	52,179
Inactive and eligible for deferred benefit	10,916
Current active members	<u>91,082</u>
	<u>154,177</u>
Active membership	
State general	17,097
State police and corrections	1,830
Municipal general	17,538
Municipal police	3,159
Municipal FTRE	1,966
Educational Retirement Board	<u>49,492</u>
	<u>91,082</u>

Contributions - Employer and employee contributions to the Fund total 3% for non-enhanced retirement plans and 3.75% of enhanced retirement plans of each participating employee's salary as required by Section 10-7C-15 NMSA 1978. The contributions are established by statute and are not based on an actuarial calculation. All employer and employee contributions are non-refundable under any circumstance, including termination of the employer's participation in the Fund. Contributions to the Fund from the Town were \$34,101 for the year ended June 30, 2020.

OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB - At June 30, 2020, the Town reported a liability of \$1,113,436 for its proportionate share of the net OPEB liability. The net OPEB liability was measured as of June 30, 2019, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2019. The Town's proportion of the net OPEB liability was based on actual contributions provided to the Fund for the year ending June 30, 2019. At June 30, 2020, the Town's proportion was 0.03434 percent.

For the year ended June 30, 2020, the Town recognized OPEB expense (income) of \$(51,510). At June 30, 2020 the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 8 - POST-EMPLOYMENT BENEFITS - STATE RETIREE HEALTH CARE PLAN - CONT'D

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ -	\$ 280,197
Change of assumptions	-	359,363
Net difference between projected and actual investments earnings on OPEB plan investments	-	10,352
Changes in proportion and differences between Town contributions and proportionate share of contributions	286,211	-
Town contributions subsequent to the measurement date	34,101	-
Total	\$ 320,312	\$ 649,912

Deferred outflows of resources totaling \$34,101 represent Town contributions to the Fund made subsequent to the measurement date and will be recognized as a reduction of net OPEB liability in the year ending June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in OPEB expense/(incomes) as follows:

Year Ended June 30,	Amount
2021	\$ (108,102)
2022	(108,102)
2023	(85,777)
2024	(34,876)
2025	(26,844)
Total	\$ (363,701)

Actuarial assumptions - The total OPEB liability was determined by an actuarial valuation using the following actuarial assumptions:

Valuation Date	June 30, 2019
Actuarial cost method	Entry age normal, level percent of pay, calculated on individual employee basis
Asset valuation method	Market value of assets
Actuarial assumptions:	
Inflation	2.50% for ERB members; 2.25% for PERA members
Projected payroll increases	3.25% to 13.50%, based on years of service, including inflation
Investment rate of return	7.25%, net of OPEB plan investment expense and margin for adverse deviation including inflation

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 8 - POST-EMPLOYMENT BENEFITS - STATE RETIREE HEALTH CARE PLAN - CONT'D

Health care cost trend rate	8% graded down to 4.5% over 14 years for Non-Medicare medical plan costs and 7.5% graded down to 4.5% over 12 years for Medicare medical plan costs
Mortality	ERB members: RP-2000 Combined Healthy Mortality Table with White Collar Adjustment (males) and GRS Southwest Region Teacher Mortality Table (females) PERA members: RP-2000 Combined Healthy Mortality

Rate of Return - The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which the expected future real rates of return (net of investment fees and inflation) are developed for each major asset class. These returns are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage, adding expected inflation and subtracting expected investment expenses and a risk margin. The target allocation and projected arithmetic real rates of return for each major asset class, after deducting inflation, but before investment expenses, used in the derivation of the long-term expected investment rate of return assumptions.

The best estimates for the long-term expected rate of return is summarized as follows:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Rate of Return</u>
U.S. core fixed income	20%	2.1%
U.S. equity - large cap	20%	7.1%
Non U.S. - emerging markets	15%	10.2%
Non U.S. - developed equities	12%	7.8%
Private equity	10%	11.8%
Credit and structured finance	10%	5.3%
Real estate	5%	4.9%
Absolute return	5%	4.1%
U.S. equity - small/mid cap	3%	7.1%

Discount Rate - The discount rate used to measure the total OPEB liability is 4.16% as of June 30, 2019. The projection of cash flows used to determine the discount rate assumed that employer contributions will be made at rates proportional to the actuary determined contribution rates. For this purpose, employer contributions that are intended to fund benefits of current plan members and their beneficiaries are included. Projected employer contributions that are intended to fund the service costs for future plan members and their beneficiaries are not included. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all projected future benefit payments for current plan members through the fiscal year ending June 30, 2039. Thus, the 7.25% discount rate was used to calculate the net OPEB liability through 2039. The index rate for 20-year, tax exempt general obligation municipal bonds with an average rating of AA/Aa or higher was used beyond 2039, resulting in a blended discount rate of 4.16%.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 8 - POST-EMPLOYMENT BENEFITS - STATE RETIREE HEALTH CARE PLAN - CONT'D

Sensitivity of the net OPEB liability to changes in the discount rate and healthcare cost trend rates - The following presents the net OPEB liability of the Town, calculated using the discount rate of 4.16%, as well as what the Town's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.16 percent) or 1-percentage-point higher (5.16 percent) than the current discount rate:

1% Decrease (3.16%)	Current Discount Rate (4.16%)	1% Increase (5.16%)
\$ 1,362,001	\$ 1,113,436	\$ 918,041

The following presents the net OPEB liability of the Town, calculated using the current health trend rates, as well as what the Town's net OPEB liability would be if it were calculated using health cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current health cost trend rates:

1% Decrease	Current Trend Rates	1% Increase
\$ 927,007	\$ 1,113,436	\$ 1,262,699

OPEB plan fiduciary net position - Detailed information about the OPEB plan's fiduciary net position is available in NMRHCA's audited financial statements for the year ended June 30, 2019.

Payable Changes in the Net OPEB Liability - At June 30, 2020, the Town reported a payable of \$3,761 for outstanding contributions due to NMRHCA for the year ended June 30, 2020.

NOTE 9 - CONSTRUCTION COMMITMENTS

As of June 30, 2020, the Town has construction in progress totaling 448,305 and has a remaining construction commitment of approximately \$1,000,000 for Church Street and \$160,000 for the pedestrian bridge, for a total of \$1,160,000.

NOTE 10 - RESTRICTED COMPONENT OF NET POSITION

The government-wide statement of net position reports \$2,500,857 of restricted component of net position that is restricted by enabling legislation.

NOTE 11 - DEFICIT FUND BALANCE

As of June 30, 2020, the Library fund had a deficit fund balance of \$10,813 and the Recreation fund had a deficit fund balance of \$4,125.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 12 - CONTINGENCIES

Litigation. Claims have been filed against the Town and are in various stages of processing, and some may ultimately be brought to trial. It is not possible to estimate the likelihood and amount of such claims. Accordingly, no accrual has been made for them.

The former mayor was removed from office in November 2020 due to charges of violations of various Town ordinances and State statutes. He has denied any charges of wrongdoing, and is currently appealing all of the charges against him. The outcome of these charges, as of the date of this report, is unknown.

NOTE 13 - GASB 77 DISCLOSURES

The Town entered in to an agreement during the year that involve tax abatements; the following tables outline the key information regarding the entities involved and the type and amounts of taxes abated during the year ending June 30, 2020.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
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Agency Number	6093
Agency Name	Town of Edgewood
Agency Type	Municipality
Tax Abatement Agreement Name	Project Participation Agreement_Aspire Hotels, LLC
Recipient(s) of tax abatement	Aspire Hotels, LLC
Parent company(ies) of recipient(s) of tax abatement	Aspire Hotels, LLC
Tax abatement program (name and brief description)	Economic Development Project
Specific Tax(es) Being Abated	Gross Receipts_ Municipal Infrastructure
Legal authority under which tax abatement agreement was entered into	Local Economic Development Act
Criteria that make a recipient eligible to receive a tax abatement	Improvements of the real property & create real full time jobs
How are the tax abatement recipient's taxes reduced? (For example: through a reduction of assessed value)	Infrastructure gross receipts tax collected are deposited into an infrastructure fund. This agreement will decrease the fund balance.
How is the amount of the tax abatement determined? For example, this could be a specific dollar amount, a percentage of the tax liability, etc.	1.5% of the construction cost in a total amount not to exceed \$73,500.00
Are there provisions for recapturing abated taxes? (Yes or No)	No
If there are provisions for recapturing abated taxes, describe them, including the conditions under which abated taxes become eligible for recapture.	N/A
List each specific commitment made by the recipient of the abatement.	Purchase of property & construct hotel, create real full time jobs, generate gross revenue tax (GRT) and report annual sales to the town, generate property tax, grant a sewer and public easement.
Gross dollar amount, on an accrual basis, by which the government's tax revenues were reduced during the reporting period as a result of the tax abatement agreement.	\$49,342
For any Payments in Lieu of Taxes (PILOTs) or similar payments receivable by your agency or another agency in association with the foregone tax revenue, list the authority for and describe the payment, including the agency that is supposed to receive the payment	None
For any Payments in Lieu of Taxes (PILOTs) or similar payments receivable by your agency in association with the foregone tax revenue, list the amount of payments received in the current fiscal year	None
For any Payments in Lieu of Taxes (PILOTs) or similar payments receivable by a different agency in association with the foregone tax revenue, list the name of the agency and the amount of payments received in the current fiscal year	None
List each specific commitment made by your agency or any other government, other than the tax abatement.	None
Are any other governments affected by this tax abatement agreement? (Yes or No) If yes, list each affected agency and complete an intergovernmental disclosure for each such agency.	NO
If your agency is omitting any information required in this spreadsheet or by GASB 77, cite the legal basis for such omission.	N/A
In the report disclosure is this abatement aggregated?	No
Threshold amount for aggregation	N/A

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 14 - SUBSEQUENT EVENTS

Subsequent events were evaluated through December 15, 2020 which is the date the financial statements were available to be issued.

1. In September 2020, the Town Council approved changing its structure of governance from a Mayor-Council form of government to a structure where a commission governs a town manager.
2. The mayor of the Town was removed from office by a district court judge in November 2020. The mayor was charged with two violations. The first is that he violated the Town's nepotism ordinance by appointing a relative to the Town's planning and zoning commission. The second is that he violated the State Fraud against Taxpayers Act by not recusing himself from a vote on extending a sewer project that is owned by an immediate family member. The Mayor is currently appealing both charges and as of the date of this audit report, the outcome is uncertain.

SUPPLEMENTARY INFORMATION

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NONMAJOR FUNDS DESCRIPTION
JUNE 30, 2020

SPECIAL REVENUE FUNDS

Corrections. To establish an additional source of funds for municipalities to offset the costs of corrections. The source of funds is a five-dollar fee which must be paid by all persons violating laws relating the operations of a motor vehicle. Authority is NMSA 339-3.

Lodgers Tax. To account for the operations of a special fund to promote tourist operations in the Town. Financing is provided by a special Lodger's tax charted on all transient lodging in the Town (Authority is NMSA 3-38-13).

Law Enforcement Protection. To account for the expenditures from the State of New Mexico for training, equipment and capital outlay. Authority is NMSA 29-13-4.

Library. To account for the receipts and expenditures related to the Library fund. Authority is by Town resolution.

Municipal Streets. A special revenues fund that accounts for funds used to maintain roads for which the Town is responsible. Funding is provided by the gas tax. Expenditures are restricted to the construction and maintenance of Town roads. Authority is NMSA 7-1-6.27.

Recreation. To account for revenues and expenditures relating to Town recreational facilities and programs. Financing is provided by cigarette taxes and federal and state grants. Such revenue provides for payment of all current operating costs and may be used for that purpose only. Authority is NMSA 7-12-15.

Capital Replacement. To cover the repair or replacement cost of existing common elements; that is, capital assets already in existence in the organization. Authority is by Town resolution.

Animal Shelter. To account for the receipts and expenditures related to the Town animal shelter. Authority is by Town resolution.

Veterans Memorial. To account for the receipts and expenditures related to the Town's veteran's memorial. Authority is by Town resolution.

Buy a Brick. To account for the receipts and expenditures related to the Town's Buy a Brick program. Authority is by Town resolution.

Terminal Leave. To account for the receipts and expenditures related to the Town's terminal leave. Authority is by Town resolution.

Police SP Fund. A special revenues fund that accounts for revenues and expenditures relating to the Town police force. Financing is provided by gross receipts taxes.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NONMAJOR FUNDS DESCRIPTION
JUNE 30, 2020

DEBT SERVICE FUNDS

NMFA Loan 5 Program. A capital projects fund that accounts for the receipts and disbursements of the funds from NMFA loan 5. Authority is by Town resolution.

NMFA Loan 5 Reserve. To account for the required debt service reserve on the NMFA loan 5. Authority is by Town resolution.

NMFA Loan 5 Intercept. To account for the debt service on the NMFA loan 5. Authority is by Town resolution.

GO Bond. To account for the debt service on the GO Bond. Authority is by Town resolution.

PW DS Reserve. To account for the required debt service reserve on the NMFA loan 3. Authority is by Town resolution.

PW DS Intercept. To account for the debt service on the NMFA loan 3. Authority is by Town resolution.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	201 - Correction Fund	210 - Lodgers tax	211 - Law Enforcement Fund
ASSETS			
Cash and investment	\$ 120,467	\$ 80,195	\$ 7,274
Receivables:			
Taxes:			
Gross receipt tax	-	-	-
Property tax	-	-	-
Gasoline tax	-	-	-
Total assets	120,467	80,195	7,274
LIABILITIES AND FUND BALANCES			
LIABILITIES:			
Deficit cash	-	-	-
Accounts payable	-	-	-
Accrued payroll and payroll taxes	-	-	-
Total liabilities	-	-	-
FUND BALANCES:			
Restricted, reported in:			
Special revenue fund	120,467	80,195	7,274
Debt service funds	-	-	-
Unassigned, reported in:			
Special revenue fund	-	-	-
Total fund balances	120,467	80,195	7,274
Total liabilities and fund balances	\$ 120,467	\$ 80,195	\$ 7,274

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	213 - Library Fund	216 - Municipal Street Fund	217 - Recreation Fund
	<u> </u>	<u> </u>	<u> </u>
ASSETS			
Cash and investment	\$ -	\$ 217,904	\$ -
Receivables:			
Taxes:			
Gross receipt tax	-	-	-
Property tax	-	-	-
Gasoline tax	-	13,435	-
	<u> </u>	<u> </u>	<u> </u>
Total assets	<u> </u>	<u>231,339</u>	<u> </u>
LIABILITIES AND FUND BALANCES			
LIABILITIES:			
Deficit cash	8,636	-	169
Accounts payable	2,177	6,859	3,956
Accrued payroll and payroll taxes	-	5,698	-
	<u> </u>	<u> </u>	<u> </u>
Total liabilities	<u>10,813</u>	<u>12,557</u>	<u>4,125</u>
FUND BALANCES:			
Restricted, reported in:			
Special revenue fund	-	218,782	-
Debt service funds	-	-	-
Unassigned, reported in:			
Special revenue fund	(10,813)	-	(4,125)
	<u> </u>	<u> </u>	<u> </u>
Total fund balances	<u>(10,813)</u>	<u>218,782</u>	<u>(4,125)</u>
Total liabilities and fund balances	<u>\$ -</u>	<u>\$ 231,339</u>	<u>\$ -</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	<u>224 - Capital Replacement Fund</u>	<u>225 - Animal Shelter Fund</u>
ASSETS		
Cash and investment	\$ 60,000	\$ 7,360
Receivables:		
Taxes:		
Gross receipt tax	-	-
Property tax	-	-
Gasoline tax	-	-
Total assets	<u>60,000</u>	<u>7,360</u>
LIABILITIES AND FUND BALANCES		
LIABILITIES:		
Deficit cash	-	-
Accounts payable	-	-
Accrued payroll and payroll taxes	-	-
Total liabilities	<u>-</u>	<u>-</u>
FUND BALANCES:		
Restricted, reported in:		
Special revenue fund	60,000	7,360
Debt service funds	-	-
Unassigned, reported in:		
Special revenue fund	-	-
Total fund balances	<u>60,000</u>	<u>7,360</u>
Total liabilities and fund balances	<u>\$ 60,000</u>	<u>\$ 7,360</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	226 - Veterans Memorial Fund	227 - Buy A Brick/Playgr ound	229 - Terminal Leave Fund
	<u> </u>	<u> </u>	<u> </u>
ASSETS			
Cash and investment	\$ 250	\$ 5,600	\$ 48,432
Receivables:			
Taxes:			
Gross receipt tax	-	-	-
Property tax	-	-	-
Gasoline tax	-	-	-
	<u> </u>	<u> </u>	<u> </u>
Total assets	<u>250</u>	<u>5,600</u>	<u>48,432</u>
LIABILITIES AND FUND BALANCES			
LIABILITIES:			
Deficit cash	-	-	-
Accounts payable	-	-	-
Accrued payroll and payroll taxes	-	-	-
	<u> </u>	<u> </u>	<u> </u>
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES:			
Restricted, reported in:			
Special revenue fund	250	5,600	48,432
Debt service funds	-	-	-
Unassigned, reported in:			
Special revenue fund	-	-	-
	<u> </u>	<u> </u>	<u> </u>
Total fund balances	<u>250</u>	<u>5,600</u>	<u>48,432</u>
Total liabilities and fund balances	<u>\$ 250</u>	<u>\$ 5,600</u>	<u>\$ 48,432</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	299 - Police SP Revenue Fund	315 - NMFA Loan 5 Program Funds	316 - NMFA 5 Reserve Funds
ASSETS			
Cash and investment	\$ -	\$ 14,801	\$ 156,992
Receivables:			
Taxes:			
Gross receipt tax	109,635	-	-
Property tax	-	-	-
Gasoline tax	-	-	-
Total assets	<u>109,635</u>	<u>14,801</u>	<u>156,992</u>
LIABILITIES AND FUND BALANCES			
LIABILITIES:			
Deficit cash	6,801	-	-
Accounts payable	4,437	-	-
Accrued payroll and payroll taxes	<u>17,828</u>	-	-
Total liabilities	<u>29,066</u>	<u>-</u>	<u>-</u>
FUND BALANCES:			
Restricted, reported in:			
Special revenue fund	80,569	-	-
Debt service funds	-	14,801	156,992
Unassigned, reported in:			
Special revenue fund	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>80,569</u>	<u>14,801</u>	<u>156,992</u>
Total liabilities and fund balances	<u>\$ 109,635</u>	<u>\$ 14,801</u>	<u>\$ 156,992</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	<u>317 - NMFA 5 Intercept</u>	<u>401 - Go Bond Debt Service</u>	<u>405 - PW DS Reserve Fund</u>
ASSETS			
Cash and investment	\$ 33,613	\$ 227,917	\$ 117,477
Receivables:			
Taxes:			
Gross receipt tax	-	-	-
Property tax	-	39,608	-
Gasoline tax	-	-	-
Total assets	<u>33,613</u>	<u>267,525</u>	<u>117,477</u>
LIABILITIES AND FUND BALANCES			
LIABILITIES:			
Deficit cash	-	-	-
Accounts payable	-	-	-
Accrued payroll and payroll taxes	-	-	-
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES:			
Restricted, reported in:			
Special revenue fund	-	-	-
Debt service funds	33,613	267,525	117,477
Unassigned, reported in:			
Special revenue fund	-	-	-
Total fund balances	<u>33,613</u>	<u>267,525</u>	<u>117,477</u>
Total liabilities and fund balances	<u>\$ 33,613</u>	<u>\$ 267,525</u>	<u>\$ 117,477</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2020

	406 - PW DS Intercept	Total Nonmajor Funds
ASSETS		
Cash and investment	\$ 36,497	\$ 1,134,779
Receivables:		
Taxes:		
Gross receipt tax	-	109,635
Property tax	-	39,608
Gasoline tax	-	13,435
Total assets	36,497	1,297,457
LIABILITIES AND FUND BALANCES		
LIABILITIES:		
Deficit cash	-	15,606
Accounts payable	3,251	20,680
Accrued payroll and payroll taxes	-	23,526
Total liabilities	3,251	59,812
FUND BALANCES:		
Restricted, reported in:		
Special revenue fund	-	628,929
Debt service funds	33,246	623,654
Unassigned, reported in:		
Special revenue fund	-	(14,938)
Total fund balances	33,246	1,237,645
Total liabilities and fund balances	\$ 36,497	\$ 1,297,457

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	201 - Correction Fund	210 - Lodgers tax	211 - Law Enforcement Fund
REVENUES:			
Taxes	\$ -	\$ 43,020	\$ -
Licenses, permits fees and fines	13,724	-	-
Intergovernmental - State	-	-	26,600
Interest	-	-	-
Miscellaneous	-	-	-
Total revenues	<u>13,724</u>	<u>43,020</u>	<u>26,600</u>
EXPENDITURES:			
Current:			
General government	1,045	5,030	19,878
Highways and streets	-	-	-
Debt service			
Principal payments	-	-	-
Interest payments	-	-	-
Total expenditures	<u>1,045</u>	<u>5,030</u>	<u>19,878</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>12,679</u>	<u>37,990</u>	<u>6,722</u>
OTHER FINANCING SOURCES (USES):			
Operating transfers in	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	12,679	37,990	6,722
Fund balance - beginning of year	<u>107,788</u>	<u>42,205</u>	<u>552</u>
Fund balance - end of year	<u>\$ 120,467</u>	<u>\$ 80,195</u>	<u>\$ 7,274</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	213 - Library Fund	216 - Municipal Street Fund	217 - Recreation Fund
REVENUES:			
Taxes	\$ -	\$ 597,965	\$ -
Licenses, permits fees and fines	-	-	-
Intergovernmental - State	-	-	-
Interest	-	-	-
Miscellaneous	-	-	-
Total revenues	<u>-</u>	<u>597,965</u>	<u>-</u>
EXPENDITURES:			
Current:			
General government	-	-	-
Highways and streets	-	527,085	-
Debt service			
Principal payments	-	-	-
Interest payments	-	-	-
Total expenditures	<u>-</u>	<u>527,085</u>	<u>-</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>-</u>	<u>70,880</u>	<u>-</u>
OTHER FINANCING SOURCES (USES):			
Operating transfers in	-	83,349	-
Total other financing sources (uses)	<u>-</u>	<u>83,349</u>	<u>-</u>
Net change in fund balances	-	154,229	-
Fund balance - beginning of year	<u>(10,813)</u>	<u>64,553</u>	<u>(4,125)</u>
Fund balance - end of year	<u>\$ (10,813)</u>	<u>\$ 218,782</u>	<u>\$ (4,125)</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	224 - Capital Replacement Fund	225 - Animal Shelter Fund	226 - Veterans Memorial Fund
REVENUES:			
Taxes	\$ -	\$ -	\$ -
Licenses, permits fees and fines	-	-	-
Intergovernmental - State	-	-	-
Interest	-	-	-
Miscellaneous	-	3,435	-
Total revenues	<u>-</u>	<u>3,435</u>	<u>-</u>
EXPENDITURES:			
Current:			
General government	-	1,260	-
Highways and streets	-	-	-
Debt service			
Principal payments	-	-	-
Interest payments	-	-	-
Total expenditures	<u>-</u>	<u>1,260</u>	<u>-</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>-</u>	<u>2,175</u>	<u>-</u>
OTHER FINANCING SOURCES (USES):			
Operating transfers in	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	-	2,175	-
Fund balance - beginning of year	<u>60,000</u>	<u>5,185</u>	<u>250</u>
Fund balance - end of year	<u>\$ 60,000</u>	<u>\$ 7,360</u>	<u>\$ 250</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	227 - Buy A Brick/Playgr ound	229 - Terminal Leave Fund	299 - Police SP Revenue Fund
<i>REVENUES:</i>			
Taxes	\$ -	\$ -	\$ -
Licenses, permits fees and fines	-	-	-
Intergovernmental - State	-	-	-
Interest	-	-	-
Miscellaneous	-	-	-
Total revenues	<u>-</u>	<u>-</u>	<u>-</u>
<i>EXPENDITURES:</i>			
Current:			
General government	-	-	-
Highways and streets	-	-	-
Debt service			
Principal payments	-	-	-
Interest payments	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>-</u>	<u>-</u>	<u>-</u>
<i>OTHER FINANCING SOURCES (USES):</i>			
Operating transfers in	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	-	-	-
Fund balance - beginning of year	<u>5,600</u>	<u>48,432</u>	<u>80,569</u>
Fund balance - end of year	<u>\$ 5,600</u>	<u>\$ 48,432</u>	<u>\$ 80,569</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	315 - NMFA Loan 5 Program Funds	316 - NMFA 5 Reserve Funds	317 - NMFA 5 Intercept
<i>REVENUES:</i>			
Taxes	\$ -	\$ -	\$ -
Licenses, permits fees and fines	-	-	-
Intergovernmental - State	-	-	-
Interest	310	2,679	806
Miscellaneous	-	-	-
	<u>310</u>	<u>2,679</u>	<u>806</u>
Total revenues	<u>310</u>	<u>2,679</u>	<u>806</u>
<i>EXPENDITURES:</i>			
Current:			
General government	-	-	-
Highways and streets	-	-	-
Debt service			
Principal payments	-	-	67,016
Interest payments	-	-	83,993
	<u>-</u>	<u>-</u>	<u>151,009</u>
Total expenditures	<u>-</u>	<u>-</u>	<u>151,009</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>310</u>	<u>2,679</u>	<u>(150,203)</u>
<i>OTHER FINANCING SOURCES (USES):</i>			
Operating transfers in	-	-	151,010
	<u>-</u>	<u>-</u>	<u>151,010</u>
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>151,010</u>
Net change in fund balances	310	2,679	807
Fund balance - beginning of year	<u>14,491</u>	<u>154,313</u>	<u>32,806</u>
Fund balance - end of year	<u>\$ 14,801</u>	<u>\$ 156,992</u>	<u>\$ 33,613</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	401 - Go Bond Debt Service	405 - PW DS Reserve Fund	406 - PW DS Intercept
<i>REVENUES:</i>			
Taxes	\$ 271,626	\$ -	\$ -
Licenses, permits fees and fines	-	-	-
Intergovernmental - State	-	-	-
Interest	-	2,005	832
Miscellaneous	-	-	-
Total revenues	<u>271,626</u>	<u>2,005</u>	<u>832</u>
<i>EXPENDITURES:</i>			
Current:			
General government	-	-	-
Highways and streets	-	-	-
Debt service			
Principal payments	155,000	-	78,668
Interest payments	<u>94,436</u>	<u>-</u>	<u>34,148</u>
Total expenditures	<u>249,436</u>	<u>-</u>	<u>112,816</u>
<i>Excess (deficiency) of revenues over expenditures</i>	<u>22,190</u>	<u>2,005</u>	<u>(111,984)</u>
<i>OTHER FINANCING SOURCES (USES):</i>			
Operating transfers in	<u>-</u>	<u>-</u>	<u>112,807</u>
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>112,807</u>
Net change in fund balances	22,190	2,005	823
Fund balance - beginning of year	<u>245,335</u>	<u>115,472</u>	<u>32,423</u>
Fund balance - end of year	<u>\$ 267,525</u>	<u>\$ 117,477</u>	<u>\$ 33,246</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020

	Total Nonmajor Funds
<i>REVENUES:</i>	
Taxes	\$ 912,611
Licenses, permits fees and fines	13,724
Intergovernmental - State	26,600
Interest	6,632
Miscellaneous	3,435
Total revenues	963,002
<i>EXPENDITURES:</i>	
Current:	
General government	27,213
Highways and streets	527,085
Debt service	
Principal payments	300,684
Interest payments	212,577
Total expenditures	1,067,559
<i>Excess (deficiency) of revenues over expenditures</i>	<i>(104,557)</i>
<i>OTHER FINANCING SOURCES (USES):</i>	
Operating transfers in	347,166
Total other financing sources (uses)	347,166
Net change in fund balances	242,609
Fund balance - beginning of year	995,036
Fund balance - end of year	\$ 1,237,645

REQUIRED SUPPLEMENTARY INFORMATION

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF PROPORTIONATE SHARE OF
THE NET PENSION LIABILITY OF PERA FUND DIVISION MUNICIPAL GENERAL
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA) PLAN
LAST 10 FISCAL YEARS*

Public Employees Retirement Association (PERA) Plan:	2020	2019	2018	2017	2016	2015
Town of Edgewood's proportion of the net pension liability (asset)	0.0980 %	0.0852 %	0.0778%	0.0772%	.0747%	.0747%
Town of Edgewood's proportionate share of the net pension liability (asset)	\$ 1,696,477	\$ 1,358,403	\$ 1,069,038	\$ 1,233,397	\$ 836,061	\$ 582,740
Town of Edgewood's covered-employee payroll	\$ 926,160	\$ 859,514	\$ 718,538	\$ 745,647	\$ 755,503	\$ 740,893
Town of Edgewood's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	183.17%	158.04%	148.78%	165.41%	110.66%	78.65%
Plan fiduciary net position as a percentage of the total pension liability	70.52%	71.13%	73.74%	69.18%	76.99%	81.29%

*The amounts presented were determined as of June 30. This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town of Edgewood will present information for those years for which information is available

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF PROPORTIONATE SHARE OF
THE NET PENSION LIABILITY OF PERA FUND DIVISION MUNICIPAL POLICE
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA) PLAN
LAST 10 FISCAL YEARS*

Public Employees Retirement Association (PERA) Plan:	2020	2019	2018	2017	2016	2015
Town of Edgewood's proportion of the net pension liability (asset)	0.2453 %	0.2128%	0.1809%	0.2052%	0.2090%	0.2039%
Town of Edgewood's proportionate share of the net pension liability (asset)	\$ 1,811,955	\$ 1,451,943	\$ 1,005,019	\$ 1,514,026	\$ 1,004,989	\$ 664,692
Town of Edgewood's covered-employee payroll	\$ 573,175	\$ 524,644	\$ 499,582	\$ 487,851	\$ 556,570	\$ 514,173
Town of Edgewood's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	316.13%	276.75%	201.17%	310.35%	180.57%	129.27%
Plan fiduciary net position as a percentage of the total pension liability	70.52%	71.13%	73.74%	69.18%	76.99%	81.29%

*The amounts presented were determined as of June 30. This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town of Edgewood will present information for those years for which information is available

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF CONTRIBUTIONS
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA) PLAN
PERA FUND DIVISION MUNICIPAL GENERAL
LAST 10 FISCAL YEARS*

<u>PERA Fund Division</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 118,276	\$ 104,418	\$ 89,838	\$ 61,897	\$ 59,824	\$ 60,293
Contributions in relation to the contractually required contribution	<u>118,276</u>	<u>104,418</u>	<u>89,838</u>	<u>61,897</u>	<u>59,824</u>	<u>60,293</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

*The amounts presented were determined as of June 30. This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town of Edgewood will present information for those years for which information is available.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF CONTRIBUTIONS
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA) PLAN
PERA FUND DIVISION MUNICIPAL POLICE
LAST 10 FISCAL YEARS*

<u>PERA Fund Division</u>	<u>2020</u>	<u>2020</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 142,806	\$ 129,547	\$ 95,898	\$ 100,489	\$ 77,149	\$ 77,417
Contributions in relation to the contractually required contribution	<u>142,806</u>	<u>129,547</u>	<u>95,898</u>	<u>100,489</u>	<u>77,149</u>	<u>77,417</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

*The amounts presented were determined as of June 30. This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town of Edgewood will present information for those years for which information is available.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF EMPLOYER'S PROPORTIONATE SHARE OF THE NET OPEB LIABILITY
LAST 10 FISCAL YEARS*

	<u>2020*</u>	<u>2019*</u>	<u>2018*</u>
Employer's proportionate of the net OPEB liability	0.03434 %	0.03057 %	0.02735 %
Employer's proportionate share of the net OPEB liability	1,113,436	1,329,292	1,239,413
Employer covered-employee payroll	1,432,984	1,311,642	1,139,305
Employer's proportionate share of the net OPEB liability as a percentage of its covered-employee payroll	77.70 %	101.35 %	108.79 %
Plan fiduciary net position as a percentage of the total OPEB liability	18.92%	13.14%	11.34%

*This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is complied, the Town will present information for available years.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF OPEB CONTRIBUTIONS
LAST 10 FISCAL YEARS*

	<u>2020*</u>	<u>2019*</u>	<u>2018*</u>
Contractually required contribution	\$ 30,396	\$ 47,771	\$ 86,849
Contribution in relation to the contractually required contribution	<u>30,396</u>	<u>47,187</u>	<u>43,589</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ 584</u>	<u>\$ 43,260</u>
Employer's covered-employee payroll	\$1,432,984	\$1,311,642	\$1,139,305
Contribution as a percentage of covered-employee payroll	2.12 %	3.60 %	3.83%

*This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town will present information for available years.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2020

PERA PLAN

Changes of benefit terms. The PERA and COLA and retirement eligibility benefits changes in recent years are described in Note 1 of PERA's CFAR. That report is available at <https://www.saonm.org>.

Assumptions. The Public Employee Retirement Association of New Mexico Annual Actuarial Valuations report as of June 30, 2019, is available at <http://www.nmpera.org/>.

RHCA PLAN

In the June 30, 2019 actuarial valuation, changes in assumptions and differences between expected and actual experience include adjustments resulting from an increase in the discount rate from 4.08% to 4.16%, decrease in expected participation rates for future retirees from 75% to 60%, and a decrease in the spousal coverage rate for future male retirees from 55% to 35%.

OTHER SUPPLEMENTAL INFORMATION

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES - AGENCY FUND
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Beginning Balance</u>	<u>Increase/ Receipts</u>	<u>Decrease/ Disbursements</u>	<u>Ending Balance</u>
IMPACT FEE FUND:				
ASSETS				
Cash	\$ 19,161	\$ 34,459	\$ (28,523)	\$ 25,097
Total assets	<u>19,161</u>	<u>34,459</u>	<u>(28,523)</u>	<u>25,097</u>
LIABILITIES				
Due to other entities	<u>19,161</u>	<u>34,459</u>	<u>(28,523)</u>	<u>25,097</u>
Total liabilities	<u>\$ 19,161</u>	<u>\$ 34,459</u>	<u>\$ (28,523)</u>	<u>\$ 25,097</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF DEPOSIT ACCOUNTS
JUNE 30, 2020

Financial Institution/ Account Description	Type of Account	Financial Institution Balance	Reconciling Items	Reconciled Balance
<i>Wells Fargo Bank</i>				
	Non-interest bearing			
General Pooled Cash	checking	\$3,584,171	\$ (257,389)	\$3,326,782
Certificate of Deposit	CD	254,009	-	254,009
<i>Bank of the West</i>				
Certificate of Deposit	CD	5,916	-	5,916
Petty Cash		100	-	100
Total deposits - non-agency		<u>3,844,196</u>	<u>(257,389)</u>	<u>3,586,807</u>
<i>New Mexico Finance Authority</i>				
GO Bond Program Funds	Cash held by NMFA	480,372	-	480,372
NMFA 5 Program Fund	Cash held by NMFA	14,801	-	14,801
NMFA 5 Reserve Fund	Cash held by NMFA	156,992	-	156,992
NMFA 5 Intercept	Cash held by NMFA	33,613	-	33,613
NMFA 3 Reserve	Cash held by NMFA	117,477	-	117,477
NMFA 3 Intercept	Cash held by NMFA	36,498	-	36,498
Total cash held by NMFA		<u>839,753</u>	<u>-</u>	<u>839,753</u>
Total deposit and cash held by NMFA accounts- non-agency		<u>\$4,683,949</u>	<u>\$ (257,389)</u>	<u>\$4,426,560</u>
Agency funds cash accounts:				
<i>Wells Fargo Bank</i>				
	Non-interest bearing			
Impact Fee Account	checking	<u>\$ 26,292</u>	<u>\$ (1,195)</u>	<u>\$ 25,097</u>

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF PLEDGED COLLATERAL
JUNE 30, 2020

<u>Description of Pledged Collateral</u>	<u>Wells Fargo</u>	<u>Bank of the West</u>	<u>Total</u>
Deposits at June 30, 2020	\$ 3,864,472	\$ 5,916	\$ 3,870,388
Less: FDIC coverage	<u>500,000</u>	<u>5,916</u>	<u>505,916</u>
Uninsured public funds	3,364,472	-	3,364,472
Pledged collateral held by the pledging bank's trust department or agent but not in the Town's name	<u>2,045,626</u>	<u>-</u>	<u>2,045,626</u>
Uninsured and uncollateralized 50% pledged collateral requirement per statute	<u>\$ 1,318,846</u>	<u>\$ -</u>	<u>\$ 1,318,846</u>
	\$ 1,682,236		
Total pledged collateral	<u>2,045,626</u>		
Pledged collateral exceeding the requirements	<u>\$ 363,390</u>		

Pledged collateral at June 30, 2020 consists of the following:

<u>Security</u>	<u>CUSIP</u>	<u>Maturity</u>	<u>Market Value</u>
FMAC FEPC 3.50%	3132A5D36	07/01/45	\$ 142,695
FMAC FEPC 3.50%	3132A5G25	05/01/47	417,287
FNMA FNMS 3.50%	3138EDDP3	04/01/42	621,348
FNMA FNMS 3.00%	3138MDS52	10/01/42	<u>864,296</u>
Total Market Value			<u>\$ 2,045,626</u>

The custodian of the pledged securities for Wells Fargo Bank is Wells Fargo Bank Safekeeping/Custodial Services in San Francisco, California.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF JOINT POWERS AGREEMENTS
JUNE 30, 2020

Joint Power Agreement	Participants	Responsible Party	Description	Beginning and Ending Dates	Total estimated project amount and amount applicable to Town	Audit Responsibility	Fiscal agent and responsible reporting entity
Emergency Services	County of Santa Fe Town of Edgewood	County of Santa Fe	Provision of emergency medical services, fire suppression, rescue services, communications and fire prevention.	02/08/00, until cancelled	1/3 of the Town's Shared Gross Receipts Tax Receipts	Santa Fe County	Santa Fe County
Regional Emergency Communications Center	County of Santa Fe Town of Edgewood	County of Santa Fe	Jointly operate, maintain and administer the Santa Fe Regional Emergency Communications Center to provide emergency 911 telephone access for residents.	10/11/2006, until cancelled	\$75000 per year \$20,000 in capital expenditures on an annual basis	Santa Fe County	Santa Fe County

COMPLIANCE SECTION

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
*GOVERNMENT AUDITING STANDARDS***

Mr. Brian S. Colón,
New Mexico State Auditor
Honorable Mayor and Town Council
Town of Edgewood
Edgewood, New Mexico

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, the aggregate remaining fund information, the budgetary comparisons of the general fund and major special revenue fund of the Town of Edgewood, New Mexico (Town) as of and for the year ended June 30, 2020, and related notes to the financial statements, which collectively comprise the Town's basic financial statements, and the combining and individual funds financial of the Town's, presented as supplemental information, and have issued our report thereon dated December 15, 2020 and which was qualified because we were unable to obtain sufficient evidential matter to satisfy ourselves that capital assets, recorded for the Town are complete.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying schedule of findings and responses, we did identify certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a 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. We consider the deficiencies described in the accompanying schedule of findings and responses as items 2020-001 and 2020-005 to be material weaknesses.

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. We consider the deficiencies described in the accompany schedule of findings and responses as items 2020-003 and 2020-004 to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and responses as an item 2020-002.

The Town's Response to Findings

The Town's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. The Town's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Harshwal & Company LLP

Albuquerque, New Mexico
December 15, 2020

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued:	Qualified
Internal control over financial reporting:	
• Material weakness(es) identified?	Yes
• Significant deficiency(ies) identified that are not considered to be material weakness?	Yes
• Noncompliance material to financial statements noted?	No

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS

2020-001 (2018-002) Annual Inventory Certification - Material Weakness - (PY Finding 2019-002) - Repeated and Modified

Condition:

The Town did perform an annual capital asset inventory certification of their capital assets listing. However, the listing was not complete and accurate prior to approval and certification. During our test work and analysis over capital assets, we noted several items which were not included in the assets listing prior to its certification and capital assets addition per listing is not matching with TB/GL detail of capital outlay.

The Town did make the effort of hiring a company to go back and identify old assets which were not on their listing.

Criteria:

According to Section 12-6-10 NMSA 1978, each agency is required to conduct an annual physical inventory of movable chattels and equipment on the inventory list at the end of each fiscal year. The agency shall certify the correctness of the inventory after the physical inventory. This certification should be provided to the agency's auditors. In addition, the Town should have detailed capital asset records to support the reported balance on the financial statements. These detailed records should include information such as description (including serial number or other identification number), source, acquisition date and cost, depreciable life, percentage of federal participation in the cost, location, and condition of the asset. All agencies shall maintain an inventory listing of capitalized chattels and equipment that cost over five thousand dollars (\$5,000). The IPA shall audit the inventory listing for correctness and compliance with the requirements of the Audit Act. Additionally, in accordance with 2.20.1.15 NMSA the Town shall establish controls over its capital assets for the primary purposes of safeguarding them and establishing accountability for their custody and use.

Cause:

The Town conducted a physical inventory count at year end. However, the certified list is not accurate and complete.

Effect:

The Town is not in compliance with the statutory requirement of conducting an annual count of inventory. Additionally, without including all the Town's assets, the listing is not complete and accurate. The Town is susceptible to misappropriation of assets as well as inaccurate depreciation expense, accumulated depreciation, and inaccurate additions and deletions of capital assets. Items could be present on the capital assets listing that do not exist or items could also exist that are not on the listing. The listing is misstated.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-001 (2018-002) Annual Inventory Certification - Material Weakness - (PY Finding 2019-002) - Repeated and Modified - Cont'd

Recommendation:

We recommend the Town implement a system to accurately track, maintain and update changes in inventory on an annual basis. We also recommend going back and making sure that the listing is accurate and account for all items that should be recorded and capitalized.

Management Response:

Management agrees with the recommendation of the auditors. The Town has made great progress in updating its capital asset inventory listing. All physical assets are now accounted for and on the asset list. The Town is in the process and will have an updated list presented to the Governing Body within the fiscal year showing all intangible assets, planning documents, and construction in progress.

Responsible Party:

Clerk-Treasurer

Estimated Completion Date:

June 30, 2021

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-002 Stale Dated Check - Other Noncompliance- (PY Finding 2019-004) - Repeated and Modified

Condition:

The Town had 2 Stale Checks in the Wells Fargo Pooled Cash Account which were over one-year-old. The Town did send written notice to the apparent owner. However, the Town has not reported the payees or turned over the funds to the Unclaimed Property Division of the New Mexico Taxation and Revenue Department.

The Town made progress in resolving this finding.

Criteria:

Section 7-8A-7 D, NMSA 1978, sets forth the processes and requirements to report about the payee and related funds (by **November 1 of each year and covering the twelve-month period preceding July 1 of that year**) to the **Unclaimed Property Division of the New Mexico Taxation and Revenue Department for outstanding checks that were distributed but not cashed within one year. Additionally, per Section 7-8A-7 F, NMSA 1978, the Town** shall send written notice to the apparent owner, not more than one hundred twenty days or less than sixty days before filing the report.

Cause:

The Town overlooked the Stale dated checks during the bank reconciliation process, **and did not void these checks on a timely basis.**

Effect:

The Town's cash balance may be misstated by the amount of the stale checks.

Recommendation:

We recommend that the Town put into place a system **to account for and track stale dated checks and also** review the outstanding check register as soon as possible to determine which checks meet the requirements of the Act in order to insure compliance. Once they identify all stale checks, the Town should send a written notice to the apparent owner, not more than one hundred twenty days or less than sixty days before filing the **unclaimed property report.**

Management's Response:

Management agrees with the recommendation of the auditors and is working to resolve the issue. The Town is in contact with the apparent owners of the two checks to re-issue the funds to them.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-002 Stale Dated Check - Other Noncompliance- (PY Finding 2019-004) - Repeated and Modified - Cont'd

Responsible Party:

Clerk-Treasurer

Estimated Completion Date:

June 30, 2021

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-003 Internal Control over Cash and Monthly Closing Process - Significant Deficiency - (PY Finding 2019-006) - Repeated and Modified

Condition:

During our review of the bank reconciliations to determine whether bank reconciliations are being performed in a timely manner and whether all bank and investment statements for the fiscal year are complete and on-hand, we noted that the Town did perform the bank reconciliation for each month no later than 29 days from the statement date, however, as per review of the minutes we noted some instances where the monthly financial reporting packet was not provided to the trustees at the monthly council meetings.

The Town did make progress in resolving this finding.

Criteria:

Section 6-6-3 NMSA, 1978 discusses good accounting practices and require every entity shall establish and maintain an internal control structure to provide management with reasonable assurance that assets are safeguarded against loss from unauthorized use or fraudulent activities.

Cause:

Monthly financial reporting packet was not provided to the trustees timely.

Effect:

Material errors or omissions could go unnoticed, and the Trustees are not able to perform their duty of oversight over the financial reporting process in a timely manner.

Recommendation:

We recommend that the Town put into place a strategy to make sure that financial reports are provided in a timely manner to the Trustees.

Management's Response:

Management agrees with the recommendation of the auditors and has made changes to adjust for and ensure that the financial reports are provided to the Governing Body each month. The changes unfortunately were not in place at the beginning of the fiscal year and there were some instances where the Governing Body did not get the report in a timely manner.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-003 Internal Control over Cash and Monthly Closing Process - Significant Deficiency -
(PY Finding 2019-006) - Repeated and Modified - Cont'd

Responsible Party:

Clerk-Treasurer

Estimated Completion Date:

June 30, 2021

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-004 Internal Control over Cash Disbursement - Significant Deficiency

Condition:

During our testwork of disbursements, we noted the following deficiencies:

- Out of 10 Gas Card transactions tested, for 2 samples, there was no receipt to substantiate the charge on the statement and for 1 sample, the odometer reading was not entered in correctly.

Criteria:

Good accounting and internal control practices require that all disbursements must originate with authorizing documents, and be supported by properly approved documents such as purchase orders, bills, petty cash reimbursement forms, payroll and time records, leases, contracts, or other supporting documents.

Cause:

The Town staff did not ensure that all of the required documentation and procedures were in place prior to final disbursement of funds.

Effect:

The lack of implementing adequate policies and procedures over disbursements and enforcing proper segregation of duties may result in a non authorized or incorrect calculation of invoices.

Recommendation:

The Town is encouraged to have all personnel in charge of preparing, reviewing, and approving disbursements perform a review of all supporting documents to ensure accuracy and appropriate payments for purchases and reimbursements.

Management's Response:

Management agrees with the auditor's recommendation. Management will create and implement a policy and procedure for fuel card usage. The policy will be submitted to the Governing Body for review by the end of the fiscal year and all employees will be trained on the policy.

Responsible Party:

Clerk-Treasurer

Estimated Completion Date:

June 30, 2021

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-005 Internal Control Over Financial Close and Reporting (Material Weakness)

Condition:

During our audit, the following issues were noted related to the Town's financial close and reporting process: There were unsupported accounts receivable and payable balances of governmental and business type funds at year end and gross receipt tax, gasoline tax and other receivable balances of governmental funds and business type funds are unchanged from the prior year. The Town lacks controls to ensure all accounts receivable and payable are reconciled during the year or at year-end.

Criteria:

The Town is responsible for maintaining effective internal controls over their accounting records, account balances, and financial statement disclosures. Accounting records should include a complete, balanced general ledger that records all transactions, supported by appropriate subsidiary records, to permit the preparation of accurate financial statements. Procedures should be in place to ensure that balance sheet accounts are independently reviewed and reconciled to subsidiary records at the very least, on a monthly basis.

Cause:

Lack of established internal controls and processes over financial reporting to ensure accurate financial reporting and operation.

Effect:

The Town's financial statements contained material misstatements, which required adjustments. Without established and effective internal controls and year-end reconciliation procedures, the Town's balances lack certainty as to the accuracy of the balances.

Recommendation:

We recommend that management evaluate all aspects of the financial close and reporting processes, and establish effective internal controls and procedures to ensure accurate financial statements and supporting schedules.

Management's Response:

Management agrees with the auditor's recommendation. Due to limited staff and the timing of key personnel changes during the fiscal year, all aspects of the financial close were not able to be reviewed prior to close. Management had requested that the Governing Body authorize a hire prior to fiscal year to help ensure that there would be a smooth transition, but due to budget concerns of the Governing Body, that hire was not authorized until after the fiscal year end. Management is working to develop procedures to ensure that end of year closing processes are reviewed prior to close.

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2020

SECTION II - AUDIT FINDINGS IN RELATION TO FINANCIAL STATEMENTS - CONT'D

2020-005 Internal Control Over Financial Close and Reporting (Material Weakness) - Cont'd

Responsible Party:

Clerk-Treasurer

Estimated Completion Date:

June 30, 2021

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
JUNE 30, 2020

<u>Prior Year Audit Findings</u>	<u>Status</u>
2019-001 Improper Travel and Per Diem Disbursement	Resolved
2019-002 Annual Inventory Certification	Repeated and Modified
2019-003 Late IPA Recommendation and Audit Contract	Resolved
2019-004 Stale Dated Checks	Repeated and Modified
2019-005 Noncompliance with New Mexico Environment Department	Resolved
2019-006 Internal Control over Cash and Monthly Closing Process	Repeated and Modified
2019-007 Violation of the Open Meetings Act	Resolved
2019-008 Violation of the Town's Nepotism Ordinance 1999-B	Resolved

STATE OF NEW MEXICO
TOWN OF EDGEWOOD
OTHER DISCLOSURES
FOR THE YEAR ENDED JUNE 30, 2020

An exit conference was held on December 14, 2020 via Zoom meeting, and attended by the following:

Town of Edgewood Officials

John Abrams
Linda Holle
Juan Torres

Mayor Pro-tem
Councilor
Clerk - Treasurer

Harshwal & Company, LLP

Mariem Tall, Audit Manager
Albert Hwu, Senior Auditor

Financial Statement Preparation

The financial statements were prepared by Harshwal & Company, LLP from the books and records of the Town of Edgewood. However, the contents of these financial statements remain the responsibility of the Town's management.

RESOLUTION NO. 2021-10

ACCEPTANCE AND APPROVAL OF THE FISCAL YEAR 2020 AUDIT

WHEREAS, the Town of Edgewood is required by statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2020; and,

WHEREAS, the Town of Edgewood Governing Body has directed the accomplishment of the audit for Fiscal Year 2020 be completed; and,

WHEREAS, this audit has been completed and presented to the Town of Edgewood Governing Body per the April 27, 2021 letter from the Office of the State Auditor authorizing release of the Fiscal Year 2020 Audit, and,

WHEREAS, NMAC 2.2.2.10 (M) (4) provides in pertinent part that “Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;” and,

WHEREAS, On June 23, 2021 Harshwall & Company LLP presented the Fiscal Year 2020 Audit to the Town of Edgewood Governing Body; and,

NOW THEREFORE, BE IT RESOLVED that the Governing Body of the Town of Edgewood, State of New Mexico does hereby accept and approve the completed audit report and findings as indicated within this document.

PASSED, APPROVED, and ADOPTED this 23rd day of June 2021.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk/Treasurer

**MRCOG MOU RESOLUTION
TOWN OF EDGEWOOD
Resolution No. 2021-11**

WHEREAS, the Mid Region Council of Governments (hereinafter “MRCOG”) was established pursuant to the Regional Planning Act, NMSA 1978, §§ 3-56-1, *et seq.* and is the regional council of state planning and development district number 3 as provided in the Planning District Act, NMSA 1978, §§ 4-58-1 *et seq.* and is a local public body as defined in NMSA 1978, § 6-6-1;

WHEREAS, the Town of Edgewood is a member of MRCOG;

WHEREAS, the Town of Edgewood has requested, and received, grants from the State of New Mexico to provide monetary funds for various projects which benefit the Town of Edgewood and its citizens;

WHEREAS, the monetary awards from the State of New Mexico to the Town of Edgewood are funded by the State Local Government Division and/or the State Department of Finance and Administration;

WHEREAS, upon entry of a Memorandum of Understanding with the Town of Edgewood, MRCOG is authorized to provide, and has so provided, fiscal agent services in connection with the project for which the fund are awarded;

WHEREAS, a Memorandum of Understanding between the Town of Edgewood and MRCOG may appropriately require MRCOG to ensure that expenditures with grant funds and assets acquired with such funds are in compliance with all applicable laws, regulations, and the respective grant agreements;

WHEREAS, a Memorandum of Understanding between the Town of Edgewood and MRCOG may appropriately require MRCOG to provide oversight to the Town of Edgewood in the preparation of requests for bids or requests for proposals in accordance with the Town’s Procurement Code and the New Mexico Procurement Code, NMSA 1978, §§ 13-1-1 *et seq.*;

WHEREAS, a separate Memorandum of Understanding between the Town of Edgewood and MRCCOG is required in order to receive the fiscal agent services in connect with the project for which the Town of Edgewood is awarded a grant of funding from the State;

WHEREAS, to ensure the efficient and timely use of monetary funds granted to the Town of Edgewood by the State of New Mexico and its respective agencies, the chief executive of the Town of Edgewood, on behalf of the Town of Edgewood, should be authorized to enter into a Memorandum of Understanding with MRCOG to provide fiscal agent services for the administration of grant funds awarded to the Town of Edgewood.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Edgewood, New Mexico that:

1. The chief executive of the Town of Edgewood, on behalf of the Town of Edgewood, is authorized to enter into a Memorandum of Understanding with MRCOG to provide fiscal agent services for the administration of grant funds awarded to the Town of Edgewood by the State of New Mexico or its respective agencies.

2. Any such Memorandum of Understanding between the Town of Edgewood and MRCOG shall provide that MRCOG shall ensure that expenditures of grant funds and assets acquired with such funds are in compliance with all applicable laws, regulations, and the respective grant agreements.
3. Any such Memorandum of Understanding between the Town of Edgewood and MRCOG shall provide that MRCOG shall provide oversight to the Town of Edgewood in the preparation of requests for bids or requests for proposals in accordance with the Town's Procurement Code and the New Mexico Procurement Code, NMSA 1978, §§ 13-1-1 *et seq.*
4. The Town of Edgewood Clerk-Treasurer shall submit this Town of Edgewood Resolution No. 2021-10 to MRCOG.

PASSED, APPROVED and ADOPTED this 23rd day of June 2021.

John Abrams, Mayor *Pro Tem*

ATTEST:

Juan Torres, Clerk-Treasurer

cc: MRCOG



**BEFORE THE TOWN OF EDGEWOOD
GOVERNING BODY**

FINDINGS OF FACT, CONCLUSIONS OF LAW AND RECOMMENDED ORDER

IN THE MATTER OF AN APPLICATION BY:

EAST MOUNTAIN COWBOY CHURCH

ZONE CHANGE

CASE # ZC 2021-03-007

I. APPLICATION PROCESS

1.1 LEGAL

Application of East Mountain Cowboy Church for a Zone Change of one lot from C2 Commercial to SU Special Use at S 1/2, T10N R7E SEC 36, of 60.20 acres, aka 1 Riverview Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico

1.2 NOTIFICATION

Written notices were sent out to property owners within 500 feet, signs were posted on each property and two notices were placed in the local newspaper.

II. PUBLIC HEARING

This matter came before the Town of Edgewood Governing Body on June 9, 2021, for a Zone Change one lot from C2 – Commercial to SU – Special Use at S1/2, T10N R7E SEC 36, of 60.20 acres, aka 1 Riverview Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico. The Governing Body has duly considered the evidence presented by the Applicant, testimony from abutting property owners, and Town Staff. This evidence has taken the form of documents and testimony presented at a Hearing before the Governing Body held June 9, 2021.

III. FINDINGS OF FACT

- A. The property that is the subject of the requested Zone Change is located within the Municipal Boundaries of the Town of Edgewood, as they currently exist.
- B. The jurisdiction of the Town over the requested Zone Change is not contested.
- C. The request is consistent with the public interest and welfare of the citizens of the Town of Edgewood.

IV. CONCLUSIONS OF LAW

- A. The Town of Edgewood Governing Body has jurisdiction over the requested Zone Change.
- B. The request of the applicant should be granted as it meets the applicable requirements of the Town of Edgewood Zoning Ordinance 2019-03.

V. ORDER OF DECISION

- A. Based on the Findings of Fact, Conclusions of Law, the Town of Edgewood Governing Body orders that Case # ZC 2021-03-007, a request from East Mountain Cowboy Church for a Zone Change of one lot from C2 Commercial to SU Special Use at S 1/2, T10N R7E SEC 36, of 60.20 acres, aka 1 Riverview Rd, NMPM, Town of Edgewood, Santa Fe County, New Mexico be granted.



**BEFORE THE TOWN OF EDGEWOOD
GOVERNING BODY**

WRITTEN FINDINGS OF FACT, CONCLUSIONS OF LAW WAS APPROVED BY THE TOWN
OF EDGEWOOD PLANNING & ZONING COMMISSION AT A SCHEDULED MEETING
HELD JUNE 23, 2021.

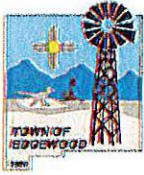
John Abrams, Mayor Pro Tem

Dated

ATTEST:

Juan Torres, Clerk/Treasurer

Dated



Town of Edgewood

171 A State Road 344
P.O. Box 3610
Edgewood, NM 87015

Employment Application

Applications will be accepted only for open positions. Resumes are not accepted in lieu of an application, but may be attached for supplemental information. Submit a separate application for each position applied for. Your application will not be considered until it is complete in every respect.

Your application will be kept active for a period of ninety (90) days or until the position is filled, whichever is later.

The Town of Edgewood is an Equal Opportunity Employer and is committed to excellence through diversity. The Town of Edgewood does not discriminate in employment on the basis of race, age, religion, color, national origin, ancestry, sex, physical or mental disability, medical condition, or political affiliation, unless based on a bona fide occupational qualification. No question on this application form is intended to secure information to be used for such discrimination. This application will be given every consideration, but its receipt by the Town of Edgewood does not imply that the applicant will be employed.

Applicant Information

Full Name: ELLIOTT KYLE E. Date: 06/16/2021
Last First M.I.

Address: [REDACTED]
Street Address Apartment/Unit #

STANLEY, NEW MEXICO 87056
City State ZIP Code

Phone: _____ Other: _____

Cell: [REDACTED] Email: [REDACTED]

Social Security #: [REDACTED]

Do you possess a valid Driver's License? YES NO
State: NEW MEXICO Class: D License #: [REDACTED]

Are you over the age of 18? YES NO If no, please provide your date of birth: _____

Date Available: 07/07/2021 Desired Salary \$ _____

Position Applied for: LATERAL POLICE OFFICER

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Does the Town of Edgewood employ any relative of yours? YES NO
If so, Who? _____

Education

High School: HOME SCHOOL Address: CALIFORNIA

From: _____ To: _____ Did you graduate? YES NO Diploma: G.E.D.

College: GOLDENWEST COLLEGE Address: 15744 GOLDENWEST ST., HUNTINGTON BEACH, CA

From: 2005 To: 2006 Did you graduate? YES NO Degree: NA

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: ROBERT DURAN Relationship: FRIEND/CO-WORKER
Company: SANTA FE POLICE DEPARTMENT Phone: [REDACTED]
Address: [REDACTED], SANTA FE, NM 87505

Full Name: ILYA AKSENOV Relationship: FRIEND/CO-WORKER
Company: EDGEWOOD POLICE DEPARTMENT Phone: [REDACTED]
Address: [REDACTED] MORIARTY, NM 87035

Full Name: LOUIE C DE BACA Relationship: FRIEND
Company: RETIRED, DEPT. OF CORRECTIONS Phone: [REDACTED]
Address: [REDACTED], PECOS, NM 87552

Licenses, Special Certificates, or Skills

Please indicate any foreign languages you can speak, read, and/or write.

Speak: _____ Read: _____ Write: _____

Typing Speed: 90WPM Shorthand Speed: 110WPM Do you operate a 10-key adding machine: YES NO

Sight: _____ Touch: _____

Office Machines: COMPUTER, FAX, TYPEWRITER, PRINTERS, MODEMS, TABLETS,

Software Programs: MICROSOFT OFFICE PRODUCTS, ADOBE PDF PHOTOSHOP, TRACS,

CENTRAL SQUARE OSMCT COMPUTER AIDED DISPATCH, EASY STREET DRAW.

Heavy Equipment or Other Machinery: M1A1/2 ABRAMS, STRYKER APC, FARM TRACTOR (SMALL/MEDIUM).

CPR: YES First Aid: YES EMT-B: _____ Other: COMBAT FIRST AID

Please Indicate any other information you would like us to consider.

NMDPS ACADMY, BASIC SWAT CERTIFICATION, WEAPONS QUALIFICATIONS WITH UNITED STATES ARM
DEFIBRILATOR, COMBAT FIRST AID, CONTINUING EDUCATION COURSES WITH FEMA, RIO
RANCHO POLICE DEPARTMENT TO INCLUDE HANDWRITTEN STATEMENT ANALYSIS, CHILD DEATH
INVESTIGATION, AND BI-ENNIUM COURSES WITH SFPD AND NMDPS.

Previous Employment

List below your complete employment record starting with your present or last employer. Include any unemployed or self-employed periods, showing dates and locations. If needed, use a "Supplemental History" Sheet, after filling this page for longer employment history.

Company: SANTA FE POLICE DEPARTMENT Phone: 505-428-3710
Address: 2515 CAMINO ENTRADA, SANTA FE, NM 87505 Supervisor: SGT. ROBERTO RODRIGUEZ
Job Title: SENIOR OFFICER Starting Salary: \$ 19.11 HR Ending Salary: \$ 30.00 HR
Responsibilities: PROTECTION OF LIFE AND PROPERTY, COMMUNITY POLICING, ENFORCING LOCAL LAWS
AND ORDINANCES.
From: 1-26-2015 To: PRESENT Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: CHRISTUS ST. VINCENT'S HOSPITAL Phone: 505-913-5555
Address: 455 ST. MICHAELS DRIVE Supervisor: THOMAS GRIEGO
Job Title: SECURITY OFFICER, LEAD Starting Salary: \$ 13.00 HR Ending Salary: \$ 18.00 HR
Responsibilities: LOSS PREVENTION, PROTECTION OF LIFE, PROPERTY, TEAM MANAGEMENT
From: 05-2007 To: 01-26-2015 Reason for Leaving: EMPLOYEMENT WITH SFPD
May we contact your previous supervisor for a reference? YES NO

Company: UNITED STATES ARMY Phone: _____
Address: FT. KNOX, KENTUCKY Supervisor: CPT. JOHNSON
Job Title: 19K, TANKER Starting Salary: \$ 1200 MO Ending Salary: \$ 1200 MO
Responsibilities: OPERATING, MAINTAIN M1A1/2 TANK, STRYKER VEHICLE, SMALL UNIT TACTICS

From: 2006 To: 2007 Reason for Leaving: MEDICAL ISSUES

May we contact your previous supervisor for a reference? YES NO

Company: MORTGAGE FAX Phone: 714-899-2656

Address: 7181 GARFIELD AVE, HUNTINGTON BEACH, CA Supervisor: JOANNE AHAMADI

Job Title: CREDIT ASSESSOR Starting Salary: \$ 17.00 HR Ending Salary: \$ 17.00 HR

Responsibilities: ASSESS CLIENTS CREDIT REPORT FOR HOME LOANS AND COMMUNICATE TO FINANCIAL INSTITUTIONS

From: 2004 To: 2007 Reason for Leaving: JOINED US ARMY

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: U.S. ARMY From: 2006 To: 2007

Military Occupational Specialty: 19 KILO TANKER

Rank at Discharge: E-2 Type of Discharge: HONORABLE

If other than honorable, explain: _____

Disclaimer and Signature

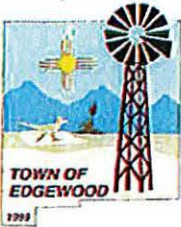
Please read and initial each point

- *In the event of my employment with the Town of Edgewood, I will comply with all rules and regulations set forth in the Town's Policy manual or other communications distributed to employees. I understand that such employment may be conditional upon such record checks, references, and tests as are appropriate to the specific job for which I am applying. This shall include a drug screen by a physician selected by the Town of Edgewood to which I hereby consent.* KE
- *I authorize the Town of Edgewood to contact any individuals or organizations the Town deems suitable to make inquiry regarding my personal character, work habits, work performance, credit or my knowledge, ability and skill to perform the duties of the position for which I have applied.* KE
- *I hereby hold harmless and release the Town of Edgewood, and any persons or organizations contacted by the Town of Edgewood, from all liability of any kind, regarding their assessment of my character, work habits, performance, training, knowledge, skill or ability to perform the duties of the position for which I have applied.* KE
- *I understand that acceptance of an offer of employment does not create a contractual obligation upon the Town of Edgewood to continue to employ me in the future.* KE
- *If this application leads to employment, I understand that false, misleading, or omitted information in my application or interview may result in disciplinary action up to and including possible termination of employment.* KE

Signature: KYLE ELLIOTT Date: 06/16/2021

LODGERS TAX AWARD RECOMMENDATION

<u>ORGANIZATION</u>	<u>ASK</u>	<u>EVENT DESCRIPTION</u>	<u>RECOMMENDED AWARD</u>
Greater Edgewood Chamber of Commerce	\$12,369.00	General Promotion of Edgewood Based Events, Tourism Activities, And Destination Information	\$12,369.00



TOWN OF EDGEWOOD LODGERS' TAX FUNDING APPLICATION

PART 1: PROJECT INFORMATION

Organization Name (As Listed on W9): Edgewood Chamber of Commerce (dba Greater East Mountain Chamber)

Event Name: General Promotions of Edgewood-based events, Tourism activities, and Destination Information

Event Date(s): July 1, 2021-December 31, 2022

Event Organizer & Title within Organization: Linda Burke, Executive Director

Phone Number of Organization: (505) 596-0566 -or- (760) 331-7781 (mobile)

Email of Organizer: director@EdgewoodChamberNM.com

Organization Address (where check should be mailed): PO Box 457, Edgewood, NM 87015

Contact Person (If different than person who prepares application): _____

Contact Phone and Email for Secondary Person: _____

Event Location: various locations in Edgewood, NM

PART 2: PROJECT COST AND FUNDING REQUEST

Lodgers Tax Funding Requested: \$12,369

Total Anticipated Project/Event Cost: \$37,187

Additional Funding Sources: NM Tourism, Greater East Mountain Chamber, The Independent, Pulse on the Ridge magazine (leveraged grants/expertise/discounts)

Other Anticipated Sources for Future Development: see above

Anticipated Number of Volunteers: 16 (plus assistance from member/business groups involved with events)

Anticipated Attendance (not including volunteers/staff): Broad promotion of Edgewood events/activities, attendance figures would be specific to event organizer (ie: Father's Day Car Show, Brews Fest, Chuckwagon Supper, Celtic Festival, etc) plus destination tourism year-round.

PART 3: CRITERIA

Were you funded previously? Circle one: Yes No

How much have you received previously (list year/award amount)? \$12,200 (2020)

How many times has your event occurred? Please list years of previous events. Not event-specific request

Is your organization a non-profit? Yes (Must provide copy of non-profit status with application)

1. Define/Describe the overall project/event (what is happening at the event?):

Summary: The Chamber seeks to provide general promotions of events and activities in the Edgewood area to increase attendance, return visits, and overnight stays. Goal is to promote Edgewood as a travel add-on destination and reliable stop for travelers on I-40 and Route 66, as well as a regional get-away for New Mexicans (overnight and day trips).

(SEE ATTACHED Project/Event Information, pg 5)

2. Who is your target audience for your event and advertising (who do you want to see it and come?)

Central New Mexico residents, New Mexico visitors/state-wide travelers, and Out-of-state travelers passing through NM on I-40 and Route 66..

3. Describe the regions/cities in which you plan to market your event outside Edgewood?

The proposed promotions use a combination on print, radio, television, and social media for wide-spread coverage on events and general tourism promotions. This approach will reach well beyond residents of the East Mountains, to heavily target Central New Mexico as well as wider New Mexico and Southern Colorado.

4. Describe your event assessment/evaluation plans in terms of counting your participants, where they are from, their hotel stays, etc:

For events, evaluation can be done by door counts and/or exhibitor surveys. For general promotions of destinations, activities, and events not directly hosted by the Chamber, such as Celtic Festival or Car Shows, headcounts may not be possible. Our goal is to increase Edgewood's profile as a travel stop and destination for events and activities year-round.

PART 4: ADVERTISING PLAN AND BUDGET Fill out this chart with your advertising plan and the estimated costs for these ads.

Advertising Provider	Type of Ad/Promotion	Cost
<i>Please see Ad Plan/Budget (pg 3)</i>	<i>Please see Ad Plan/Budget (pg 3)</i>	<i>See pg 3</i>

PART 4: ADVERTISING PLAN AND BUDGET

<i>Provider</i>	<i>Type of Ad/Promotion</i>	<i>Cost</i>	<i>Target</i>	<i>Reach</i>
Greater East Mountain Chamber	Tourism website SEO, content development, local image library sourcing and production, and site maintenance	\$ 5,200	Region-wide travelers, I-40 and Route 66 travelers, regional visitors, and local residents	I-40 and Route 66 travelers, scenic byways travelers, EM regional residents, in-state and out-of-state travel planners
On-Air Media (Radio): KKOB, KXNM	Special Events promos and general tourism	\$ 1,692	Central NM residents & visitors	1 million+ residents and visitors in Central EM region
On-Air Media (TV) KRQE and CW	Special Events promos and general tourism (radio and streaming)	\$ 1,500	Central NM residents & visitors	1 million+ residents and visitors in Central EM region
New Mexico Magazine	Feature destination articles plus social media amplification for out-of-state travelers reach	\$ 3,000 + \$ 5,594	New Mexico residents and NM trip planners & visitors	Print Circulation: 60,000 / 150,000 print readers Digital Audience: 416,500
Enchantment Magazine	General tourism/promotions	\$ 1,015	NM residents	Print circulation: 89,000 / 268,000 print readers
East Mountain Living Magazine	General tourism/promotions	\$ 800	EM residents and visitors	Locals / visitors to spend / extend stay in Edgewood
The Independent	Quarterly Regional Visitor Guides (4) inserts and overruns – special events and general tourism	\$ 8,000	EM residents and visitors	Print circulation: 2,000 / 5,000 weekly readership + digital audience
Pulse on the Ridge	Special Events promos and general tourism	\$ 1,000	EM residents and visitors	Print circulation: 1,000 / 3,000 monthly
Social Media	Facebook / Instagram on several chamber-run pages; far-reaching static ads; boosted posts for addl reach	\$ 3,000 \$ 5,286 \$ 500	EM & NM residents & visitors, plus out-of-state travel planners	425,000+ reach
Email outreach	Direct e-mail - monthly	\$ 600		1,000+
SUBTOTAL		\$37,187		
<i>Leveraged Partner Funding</i>	<i>Matching grants, professional & creative services, negotiated discounts</i>	(\$24,818)		Print:440,000 Digital: 840,000 On-Air: 1M+
TOTAL REQUEST		\$12,369		2.38M

PART 4: LODGERS' TAX GOALS & PURPOSE Lodgers' Tax Funders are allocated to meet the purpose and goals of the Town of Edgewood regarding advertising, marketing, and promotion of tourism related events and activities.

Describe how your event will increase tourism in the area and impact lodging:

Chamber-organized events and promotions are geared specifically to increasing visitorship to Edgewood. By actively promoting and cross-promoting Edgewood events, activities, recreational/tourism opportunities, and businesses, we aim to keep visitors engaged and circulating throughout Edgewood.

Ideally, we want promotions and information access to encourage an extended stop/stay and return stops/stays and to encourage use of numerous businesses while in Edgewood (lodging, restaurants, gas, retail, services). Ultimately, our goal is to increase overall business activity and local GRTs (gross receipts taxes) by increasing visitor/resident traffic and repeat visits.

Describe any partnerships/collaborations your organization will engage in to successfully complete your event:

The Chamber partners with/collaborates with numerous businesses, regional media, and New Mexico Tourism Department to maximize reach, stretch funding dollars, and cross-promote whenever and wherever possible. Some key local partners are: SASS, Founders Ranch, Church Street Market, Route 66 Arts alliance, Wildlife West Nature Park, TJ Productions (Father's Day Car Show, Rods & Brews). Media partners/collaborators include: KRQE TV, CW TV, Kkob Radio, KXNM Radio, The Independent, East Mountain Living Magazine, New Mexico Magazine.

By submitting this application, you agree to the following (initial next to each):

LB Promote a positive image for Edgewood

LB Submit materials related to advertising, promotion, and marketing that use the Town of Edgewood logo

PART 5: ASSURANCES AND CERTIFICATIONS

I/WE CERTIFY THAT I/WE AM/ARE AUTHORIZED TO ACT ON BEHALF OF THE ORGANIZATION MAKING THIS APPLICATION AND THAT THE STATEMENTS HEREIN ARE COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. IF FUNDED, WE WILL KEEP CLEAR AND ACCURATE ACCOUNTING OF HOW THE FUNDS WERE USED. WE WILL EVALUATE THE USE OF FUNDS AS REQUIRED AND APPROVED BY THE TOWN OF EDGEWOOD AND WILL DELIVER AN ANNUAL EVALUATION REPORT TO THE TOWN ON OR BEFORE THE DATE ESTABLISHED FOR SUBMITTAL. Print your name and

TITLE: Executive Director

SIGNATURE: Linda Burke

DATE: May 27, 2021

1. Define/Describe the overall project/event (what is happening at the event?):

GENERAL: *Our goal is to develop local and regional tourism to stimulate economic growth. By expanding our promotions in frequency and consistency year-round, we will encourage more overnight stays and local visits. Edgewood is well positioned as the hub of the region with ample lodging, retail, and restaurants to support that role. Using this hub approach, we will solicit multi-day stops by providing information on exploring the Edgewood and EM region that provide enough interests and destinations to make multi-day stops and/or return/repeat visits desirable.*

TOURISM/TRAVEL PROMOTIONS – *utilizing year-round on-air media (KRQE, CW, Cumulus radio), both targeted and organic social media, website, and print media options such as Albuquerque the Magazine, New Mexico Magazine, Enchantment Magazine, Route 66 Magazine, we will position Edgewood/EM as an “experience” destination for day trips, special events, repeat visits, and overnight stays.*

Utilizing additional, intentional connection with New Mexico Tourism, we will expand our reach beyond the state to reach audiences planning travel to and through New Mexico with an intent of capturing stops in Edgewood for both exploration and as an alternate overnight stop to Albuquerque.

Targeted audiences include: I-40 or Route 66 travelers, nearby get-away seekers, add-on nights/stops in Edgewood for Albuquerque/Santa Fe visitors.

Targeted Areas of Interest include: family activities, outdoor activities, scenic byways, special events, breweries, shooting sports and equestrian lifestyle.

DISCOVER THE EAST MOUNTAINS – *New website subsegment specifically focused on tourism development and the “Discover the East Mountains” branding/theme. Drawing on high visual impact, search engine optimization, and integrated connections to the highly successful New Mexico tourism website. This project is also being developed in conjunction with New Mexico Tourism Department resources and expertise.*

SHOP LOCAL/KEEP IT LOCAL PROMOTIONS -- *Additional social and local print media promotions will be utilized to keep local events front of mind within the community and encourage patronizing local businesses.*

COMMUNITY CALENDAR & YEAR-ROUND OUTREACH – *Greater East Mountain Chamber website and social media is a source of information that includes community calendar, spotlight on local events/activities, rotating posts provide information on what’s coming up/happening in Edgewood/EM region. Our business directory, Discover Edgewood, and other information pages help to provide a regular, searchable source of information for travelers/visitors, locals, and those considering relocation. Additional print promotions will be utilized in local media to keep local events front of mind within the community.*

Memorandum

To: Mayor Pro Tem Abrams/Town Council

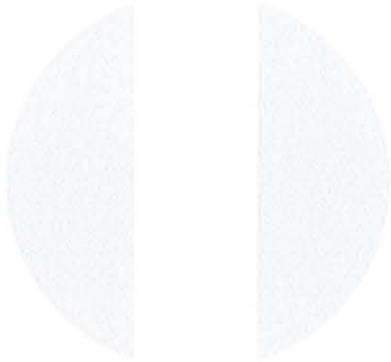
From: Carla Salazar/Members of the Lodgers Tax Board of the Town of Edgewood

Date: Friday, June 18, 2021

Re: Lodgers Tax Proposals

The Lodgers Tax Board of the Town of Edgewood is recommending that they be able to accept proposals for funding year around instead of only after RFP's are issued. This would allow the Board to review proposals for funding and make recommendations to the Governing Body in a timelier manner.

I



GRT Distribution for Fiscal Year 2020								
Date	Construction Total	Retail Trade Total	**645-Total Muni Infra-Structure	**650-Total Municipal GRT	** 690-Total Muni Share - State GRT	**630-Total Municipal Environmental	Food & Medical Distributions:	Total Distributed:
07/17/19	31,002.42	149,941.74	17,073.58	121,353.52	133,556.57	6,548.51	38,117.60	279,806.21
08/19/19	18,994.45	158,363.75	37,004.63	221,302.78	231,945.11	11,480.87	218,361.09	503,253.52
09/16/19	19,767.86	148,702.11	27,274.85	172,513.53	183,966.57	8,660.12	102,861.14	397,343.51
10/16/19	34,460.24	145,808.99	18,461.43	128,463.30	140,853.61	6,679.11	5,170.28	299,409.89
11/18/19	16,044.47	143,741.33	33,806.84	205,034.80	215,797.27	10,725.17	206,664.66	470,178.02
12/16/19	18,921.05	149,363.28	24,738.83	159,683.38	171,162.01	8,429.38	101,047.87	368,818.37
01/15/20	25,046.55	153,331.44	25,107.74	161,522.89	173,197.40	8,468.17	105,488.56	372,988.93
02/17/20	13,740.30	200,192.43	34,082.73	206,711.36	217,838.80	10,701.39	154,299.87	474,276.00
03/16/20	17,330.93	109,428.19	18,228.54	126,913.05	138,719.36	6,850.02	69,779.01	295,202.64
04/16/20	14,527.97	141,143.98	29,076.76	181,425.06	192,826.94	8,761.33	174,741.71	416,815.58
05/15/20	25,657.41	166,779.57	19,432.05	133,357.96	195,877.60	10,241.42	144,221.54	450,124.70
06/17/20	18,428.80	172,603.85	28,910.09	180,541.41	191,564.70	9,476.77	140,995.43	415,508.25
Totals	253,922.45	1,839,400.66	313,198.07	1,998,823.04	2,187,305.94	107,022.26	1,461,748.76	4,743,725.62
Averages	21,160.20	153,283.39	26,099.84	166,568.59	182,275.50	8,918.52	121,812.40	395,310.47
Projections	253,922.45	1,839,400.66	313,198.07	1,998,823.04	2,187,305.94	107,022.26	1,461,748.76	4,743,725.62

GRT Distribution for Fiscal Year 2021										
Date	Construction Total	Retail Trade Total	**645-Total Muni Infra-Structure	**650-Total Municipal GRT	** 690-Total Muni Share - State GRT	**630-Total Municipal Environmental	** 601-Total Municipal GRT	** 602-Total Municipal GRT-R	Food, Medical & Internet Distributions:	Total Distributed:
07/16/20	25,650.91	202,217.76	33,737.19	205,016.55	216,085.96	10,733.51	-	-	138,784.73	470,063.03
08/19/20	17,330.47	189,719.94	33,911.71	205,435.12	216,930.94	10,695.61	-	-	130,127.69	471,386.61
09/16/20	20,107.29	178,309.79	30,857.13	190,455.57	201,602.10	9,903.51	-	-	138,377.32	440,653.04
10/19/20	26,425.76	210,256.80	29,931.85	185,793.63	197,022.00	9,765.29	-	-	137,718.09	430,306.35
11/19/20	32,780.56	179,452.71	31,124.30	191,861.24	203,399.86	9,838.21	-	-	128,444.38	444,094.12
12/15/20	23,428.49	174,015.25	27,672.88	174,583.18	186,303.26	9,141.80	-	-	93,503.54	405,560.73
01/18/21	41,467.57	162,133.95	25,452.93	163,390.29	175,197.33	8,642.22	-	-	85,629.18	380,540.08
02/15/21	27,331.56	230,914.24	32,929.75	201,236.25	212,962.90	10,223.17	-	-	85,903.12	465,446.90
03/17/21	14,280.27	164,917.74	548.47	2,802.31	172,426.23	24.15	175,319.31	13,751.84	86,583.29	372,715.00
04/19/21	21,684.05	151,816.22	1,554.85	7,872.62	158,420.18	289.83	153,512.33	11,855.71	82,047.28	341,252.65
05/17/21	26,650.14	201,687.01	342.73	1,738.25	199,615.33	110.24	207,517.84	16,553.01	92,391.71	433,886.81
06/16/21	36,819.33	188,504.04	18,105.30	90,588.04	360,974.15	4,387.79	294,647.97	24,129.55	459,674.46	800,838.29
Totals	313,956.40	2,233,945.45	266,169.09	1,620,773.05	2,500,940.24	83,755.33	830,997.45	66,290.11	1,659,184.79	5,456,743.61
Averages	26,163.03	186,162.12	22,180.76	135,064.42	208,411.69	6,979.61	69,249.79	5,524.18	138,265.40	454,728.63
Projections	313,956.40	2,233,945.45	266,169.09	1,620,773.05	2,500,940.24	83,755.33	830,997.45	66,290.11	1,659,184.79	5,456,743.61

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
4RIVERS EQUIPMENT LLC	5/13/21	Hamm Roller H12i	MUNICIPAL STREET F	MUNICIPAL STREETS	133,381.88
				TOTAL:	133,381.88
AAA Pumping Service, Inc.	5/07/21	handicap toilet rental	OPERATING FUND	Community Center	134.97
				TOTAL:	134.97
Administrative Office of the Courts	5/07/21	monthly report fee	OPERATING FUND	Judicial	306.00
				TOTAL:	306.00
Albuquerque Publishing Company	5/13/21	RFP for Audit Services Ad	OPERATING FUND	Finance/Administration	51.87
				TOTAL:	51.87
Aqua Environmental Services Inc.	5/25/21	certified operator fees	WASTEWATER FUND	Ww Collection Line	2,675.00
				TOTAL:	2,675.00
Auto Zone, Inc.	5/25/21	vehicle maintenance	OPERATING FUND	Maintenance	77.99
	5/25/21	vehicle maintenance	OPERATING FUND	Maintenance	7.99
				TOTAL:	85.98
Bohannon Huston	5/13/21	Task Order-Roadway Design	OPERATING FUND	Finance/Administration	5,563.65
				TOTAL:	5,563.65
Bruckner's Truck & Equipment Albuquerque	5/07/21	Dump Truck Repair	OPERATING FUND	Maintenance	3,187.63
				TOTAL:	3,187.63
CENTURYLINK	5/12/21	traffic lights	MUNICIPAL STREET F	MUNICIPAL STREETS	65.08
	5/12/21	lift station	WASTEWATER FUND	Ww Collection Line	65.08
				TOTAL:	130.16
Central NM Electric CO-OP	5/25/21	crew quarters	OPERATING FUND	Finance/Administration	77.42
	5/25/21	electric bill	OPERATING FUND	Judicial	405.77
	5/25/21	electric bill	OPERATING FUND	Animal Control	468.40
	5/25/21	electric bill	OPERATING FUND	Police	375.10
	5/25/21	rec field/soccer field	OPERATING FUND	Parks & Recreation	44.54
	5/25/21	electric bill	OPERATING FUND	Community Center	143.55
	5/25/21	electric bill	MUNICIPAL STREET F	MUNICIPAL STREETS	21.75
	5/25/21	electric bill street light	MUNICIPAL STREET F	MUNICIPAL STREETS	1,108.69
	5/25/21	electric bill wwtp	WASTEWATER FUND	Ww Collection Line	3,305.42
	5/25/21	electric bill lift station	WASTEWATER FUND	Ww Collection Line	213.51
				TOTAL:	6,164.15
Central New Mexico Pumping, Inc.	5/07/21	toilet service clean up da	OPERATING FUND	Finance/Administration	43.28
	5/25/21	handicap toilet rental	OPERATING FUND	Parks & Recreation	281.29
				TOTAL:	324.57
City of Albuquerque	6/04/21	Health Premiums	OPERATING FUND	NON-DEPARTMENTAL	2,477.18
	6/04/21	Health Premiums	OPERATING FUND	NON-DEPARTMENTAL	2,477.18
	6/04/21	Health Premium	OPERATING FUND	NON-DEPARTMENTAL	50.64
	6/04/21	Health Premium	OPERATING FUND	NON-DEPARTMENTAL	50.64
	6/04/21	Health Premiums	OPERATING FUND	Legislative	574.94
	6/04/21	Health Premiums	OPERATING FUND	Legislative	574.94
	6/04/21	Health Premiums	OPERATING FUND	Finance/Administration	1,763.28
	6/04/21	Health Premiums	OPERATING FUND	Finance/Administration	1,763.28
	6/04/21	Health Premiums	OPERATING FUND	Animal Control	973.32
	6/04/21	Health Premiums	OPERATING FUND	Animal Control	973.32
	6/04/21	Health Premiums	OPERATING FUND	Police	3,879.68

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	6/04/21	Health Premiums	OPERATING FUND	Police	3,879.68
	6/04/21	Health Premium	OPERATING FUND	Police	202.59
	6/04/21	Health Premium	OPERATING FUND	Police	202.59
	6/04/21	Health Premiums	OPERATING FUND	Maintenance	973.32
	6/04/21	Health Premiums	OPERATING FUND	Maintenance	973.32
	6/04/21	Health Premiums	OPERATING FUND	Planning & Zoning	770.73
	6/04/21	Health Premiums	OPERATING FUND	Planning & Zoning	770.73
	6/04/21	Health Premiums	OPERATING FUND	Library	973.32
	6/04/21	Health Premiums	OPERATING FUND	Library	973.32
	6/04/21	Health Premiums	MUNICIPAL STREET F	NON-DEPARTMENTAL	99.59
	6/04/21	Health Premiums	MUNICIPAL STREET F	NON-DEPARTMENTAL	99.59
	6/04/21	Health Premiums	MUNICIPAL STREET F	MUNICIPAL STREETS	398.38
	6/04/21	Health Premiums	MUNICIPAL STREET F	MUNICIPAL STREETS	398.38
	6/04/21	Health Premiums	WASTEWATER FUND	NON-DEPARTMENTAL	78.63
	6/04/21	Health Premiums	WASTEWATER FUND	NON-DEPARTMENTAL	78.63
	6/04/21	Health Premiums	WASTEWATER FUND	Ww Collection Line	314.51
	6/04/21	Health Premiums	WASTEWATER FUND	Ww Collection Line	314.51
				TOTAL:	27,060.22
Coffeetime Bottled Water & Coffee Serv	5/25/21	bottled water service	OPERATING FUND	Finance/Administration	88.35
	5/07/21	bottled water service	OPERATING FUND	Police	54.37
				TOTAL:	142.72
Column Software PBC	5/07/21	Searfoss Public Notice 2	OPERATING FUND	Planning & Zoning	29.74
	5/07/21	Bolte Public Hearing 2	OPERATING FUND	Planning & Zoning	28.93
	5/07/21	Kniffin Public Hearing 2	OPERATING FUND	Planning & Zoning	29.74
				TOTAL:	88.41
County of Santa Fe	5/07/21	GRT fire protection for Ap	OPERATING FUND	SFC Fire JPA	28,272.32
	5/12/21	Impact Fees for April 2021	IMPACT FEE ESCROW	NON-DEPARTMENTAL	6,087.23
				TOTAL:	34,359.55
Delta Dental of New Mexico	5/07/21	Insurance Contributions	OPERATING FUND	NON-DEPARTMENTAL	158.39
	6/15/21	Insurance Contributions	OPERATING FUND	NON-DEPARTMENTAL	158.39
	5/07/21	Insurance Premiums	OPERATING FUND	NON-DEPARTMENTAL	2.99
	6/15/21	Insurance Premiums	OPERATING FUND	NON-DEPARTMENTAL	2.99
	5/07/21	Insurance Contributions	OPERATING FUND	Legislative	35.14
	6/15/21	Insurance Contributions	OPERATING FUND	Legislative	35.14
	5/07/21	Insurance Contributions	OPERATING FUND	Finance/Administration	117.26
	6/15/21	Insurance Contributions	OPERATING FUND	Finance/Administration	117.26
	5/07/21	Insurance Contributions	OPERATING FUND	Judicial	23.62
	6/15/21	Insurance Contributions	OPERATING FUND	Judicial	23.62
	5/07/21	Insurance Contributions	OPERATING FUND	Animal Control	58.76
	6/15/21	Insurance Contributions	OPERATING FUND	Animal Control	58.76
	5/07/21	Insurance Contributions	OPERATING FUND	Police	234.53
	6/15/21	Insurance Contributions	OPERATING FUND	Police	234.53
	5/07/21	Insurance Premiums	OPERATING FUND	Police	11.94
	6/15/21	Insurance Premiums	OPERATING FUND	Police	11.94
	5/07/21	Insurance Contributions	OPERATING FUND	Maintenance	58.76
	6/15/21	Insurance Contributions	OPERATING FUND	Maintenance	58.76
	5/07/21	Insurance Contributions	OPERATING FUND	Planning & Zoning	46.82
	6/15/21	Insurance Contributions	OPERATING FUND	Planning & Zoning	46.82
	5/07/21	Insurance Contributions	OPERATING FUND	Library	58.76
	6/15/21	Insurance Contributions	OPERATING FUND	Library	58.76
	5/07/21	Insurance Contributions	MUNICIPAL STREET F	NON-DEPARTMENTAL	12.40
	6/15/21	Insurance Contributions	MUNICIPAL STREET F	NON-DEPARTMENTAL	12.40

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/07/21	Insurance Contributions	MUNICIPAL STREET F	MUNICIPAL STREETS	49.57
	6/15/21	Insurance Contributions	MUNICIPAL STREET F	MUNICIPAL STREETS	49.57
	5/07/21	Insurance Contributions	WASTEWATER FUND	NON-DEPARTMENTAL	6.49
	6/15/21	Insurance Contributions	WASTEWATER FUND	NON-DEPARTMENTAL	6.49
	5/07/21	Insurance Contributions	WASTEWATER FUND	Ww Collection Line	25.95
	6/15/21	Insurance Contributions	WASTEWATER FUND	Ww Collection Line	25.95
				TOTAL:	1,802.76
Diagnostic & Technology Center Inc	5/07/21	wwtp sampling	WASTEWATER FUND	Ww Collection Line	259.50
				TOTAL:	259.50
EMW Gas Association	5/07/21	gas bill	OPERATING FUND	Finance/Administration	115.26
	5/07/21	gas bill	OPERATING FUND	Judicial	24.00
	5/07/21	gas bill	OPERATING FUND	Animal Control	26.93
	5/07/21	gas bill	OPERATING FUND	Police	667.76
	5/07/21	gas bill	OPERATING FUND	Community Center	40.81
	5/07/21	gas bill	MUNICIPAL STREET F	MUNICIPAL STREETS	118.26
				TOTAL:	993.02
EPCOR WATER	5/12/21	water usage	OPERATING FUND	Finance/Administration	99.70
	5/25/21	water usage	OPERATING FUND	Judicial	58.56
	5/25/21	water usage	OPERATING FUND	Animal Control	84.32
	5/25/21	water usage	OPERATING FUND	Police	147.61
	5/25/21	water consumption 343100	OPERATING FUND	Parks & Recreation	2,558.88
	5/25/21	water usage	OPERATING FUND	Community Center	32.55
	5/25/21	water usage	MUNICIPAL STREET F	MUNICIPAL STREETS	113.53
	5/25/21	water usage hydrant	MUNICIPAL STREET F	MUNICIPAL STREETS	3,998.75
				TOTAL:	7,093.90
Edgewood Equipment Company	5/07/21	tool rental	WASTEWATER FUND	Ww Collection Line	43.28
				TOTAL:	43.28
Estancia Valley Solid Waste Authority	5/07/21	Dumpsters	OPERATING FUND	Finance/Administration	1,281.00
	5/07/21	municipal sludge	WASTEWATER FUND	Ww Collection Line	659.37
				TOTAL:	1,940.37
Explora	5/13/21	Explora Museum Passes	OPERATING FUND	Library	1,200.00
				TOTAL:	1,200.00
Grainger Industrial Supply	5/25/21	Ceiling Tiles	OPERATING FUND	Library	418.16
				TOTAL:	418.16
Hall Enviromental Analysis Lab., Inc.	5/07/21	wwtp sampling	WASTEWATER FUND	Ww Collection Line	148.87
	5/12/21	wwtp sampling	WASTEWATER FUND	Ww Collection Line	91.69
	5/25/21	wwtp sampling	WASTEWATER FUND	Ww Collection Line	159.66
				TOTAL:	400.22
Home Depot Credit Services	5/07/21	striping paint	OPERATING FUND	Finance/Administration	58.88
	5/07/21	tools	OPERATING FUND	Maintenance	14.25
				TOTAL:	73.13
Judicial Education Center Institute of	5/07/21	monthly report fee	OPERATING FUND	Judicial	153.00
				TOTAL:	153.00
Moriarty Concrete Products	5/25/21	Crusher Fines	OPERATING FUND	Parks & Recreation	468.38
	5/25/21	Road Base Course	MUNICIPAL STREET F	MUNICIPAL STREETS	6,308.90

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/25/21	Road Base Course	MUNICIPAL STREET	F MUNICIPAL STREETS	3,582.44
	5/25/21	Tax	MUNICIPAL STREET	F MUNICIPAL STREETS	760.44
	5/25/21	Road Base Course-Nugent	MUNICIPAL STREET	F MUNICIPAL STREETS	6,796.25
	5/25/21	Hauling	MUNICIPAL STREET	F MUNICIPAL STREETS	3,859.18
	5/25/21	Tax	MUNICIPAL STREET	F MUNICIPAL STREETS	819.07
	5/25/21	Road Base Course-Nugent	MUNICIPAL STREET	F MUNICIPAL STREETS	7,110.27
	5/25/21	Hauling	MUNICIPAL STREET	F MUNICIPAL STREETS	4,037.49
	5/25/21	Tax	MUNICIPAL STREET	F MUNICIPAL STREETS	857.01
	5/25/21	Road Base Course-Nugent	MUNICIPAL STREET	F MUNICIPAL STREETS	7,220.02
	5/25/21	Hauling	MUNICIPAL STREET	F MUNICIPAL STREETS	4,099.81
	5/25/21	Tax	MUNICIPAL STREET	F MUNICIPAL STREETS	870.23
				TOTAL:	46,789.49
Moriarty-Edgewood School District	5/25/21	gas Town Hall	OPERATING FUND	Finance/Administration	2,421.59
	5/25/21	electric Town Hall	OPERATING FUND	Finance/Administration	8,322.67
	5/25/21	lease Town Hall 2020-2021	OPERATING FUND	Finance/Administration	4,999.92
	5/25/21	gas Library	OPERATING FUND	Library	2,421.59
	5/25/21	electric Library	OPERATING FUND	Library	8,322.67
	5/25/21	lease Library 2020-2021	OPERATING FUND	Library	4,999.92
				TOTAL:	31,488.36
Mutual of Omaha Insurance Company	5/12/21	Basic Life	OPERATING FUND	Legislative	3.49
	5/27/21	Basic Life	OPERATING FUND	Legislative	3.49
	5/12/21	Basic Life	OPERATING FUND	Finance/Administration	51.07
	5/27/21	Basic Life	OPERATING FUND	Finance/Administration	51.07
	5/12/21	Basic Life	OPERATING FUND	Judicial	13.74
	5/27/21	Basic Life	OPERATING FUND	Judicial	13.74
	5/12/21	Basic Life	OPERATING FUND	Animal Control	18.53
	5/27/21	Basic Life	OPERATING FUND	Animal Control	18.53
	5/12/21	Basic Life	OPERATING FUND	Police	112.75
	5/27/21	Basic Life	OPERATING FUND	Police	123.00
	5/12/21	Basic Life	OPERATING FUND	Maintenance	20.16
	5/27/21	Basic Life	OPERATING FUND	Maintenance	20.16
	5/12/21	Basic Life	OPERATING FUND	Planning & Zoning	20.50
	5/27/21	Basic Life	OPERATING FUND	Planning & Zoning	20.50
	5/12/21	Basic Life	OPERATING FUND	Library	19.38
	5/27/21	Basic Life	OPERATING FUND	Library	19.38
	5/12/21	Basic Life	MUNICIPAL STREET	F MUNICIPAL STREETS	30.75
	5/27/21	Basic Life	MUNICIPAL STREET	F MUNICIPAL STREETS	41.00
	5/12/21	Basic Life	WASTEWATER FUND	Ww Collection Line	9.09
	5/27/21	Basic Life	WASTEWATER FUND	Ww Collection Line	9.09
				TOTAL:	619.42
NM Department of Transportation	5/25/21	NMDOT Overpayment	CAPITAL PROJECTS	F MUNICIPAL STREETS	1,787.42
				TOTAL:	1,787.42
NM Retiree Health Care Authority	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	255.40
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	257.39
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	278.88
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	279.37
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Legislative	3.69
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Legislative	3.69
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Finance/Administration	206.96
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Finance/Administration	206.96
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Judicial	32.87
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Judicial	36.83

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Animal Control	49.67
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Animal Control	49.67
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Police	30.09
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Police	30.09
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Police	557.78
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Police	558.75
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Maintenance	60.80
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Maintenance	60.80
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Planning & Zoning	64.49
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Planning & Zoning	64.49
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Library	62.24
	5/28/21	NRHC CONTRIBUTIONS	OPERATING FUND	Library	62.24
	5/28/21	NRHC CONTRIBUTIONS	MUNICIPAL STREET F	NON-DEPARTMENTAL	55.12
	5/28/21	NRHC CONTRIBUTIONS	MUNICIPAL STREET F	NON-DEPARTMENTAL	55.12
	5/28/21	NRHC CONTRIBUTIONS	MUNICIPAL STREET F	MUNICIPAL STREETS	110.23
	5/28/21	NRHC CONTRIBUTIONS	MUNICIPAL STREET F	MUNICIPAL STREETS	110.23
	5/28/21	NRHC CONTRIBUTIONS	WASTEWATER FUND	NON-DEPARTMENTAL	12.19
	5/28/21	NRHC CONTRIBUTIONS	WASTEWATER FUND	NON-DEPARTMENTAL	12.19
	5/28/21	NRHC CONTRIBUTIONS	WASTEWATER FUND	Ww Collection Line	24.37
	5/28/21	NRHC CONTRIBUTIONS	WASTEWATER FUND	Ww Collection Line	24.37
				TOTAL:	3,616.97
New Mexico Taxation & Revenue	5/06/21	STATE W/H	OPERATING FUND	NON-DEPARTMENTAL	1,482.79
	5/06/21	STATE W/H	OPERATING FUND	NON-DEPARTMENTAL	1,337.27
	5/06/21	STATE W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	136.53
	5/06/21	STATE W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	119.56
	5/06/21	STATE W/H	WASTEWATER FUND	NON-DEPARTMENTAL	35.04
	5/06/21	STATE W/H	WASTEWATER FUND	NON-DEPARTMENTAL	32.71
	5/06/21	Gross Receipts Tax	WASTEWATER FUND	Ww Collection Line	166.01
				TOTAL:	3,309.91
New Mexico Waste Services, Inc.	5/07/21	waste disposal service	OPERATING FUND	Finance/Administration	78.85
	5/25/21	Dumpsters	OPERATING FUND	Finance/Administration	3,200.00
	5/07/21	waste disposal service	OPERATING FUND	Police	78.85
				TOTAL:	3,357.70
NiTel, Inc.	5/07/21	SFC RECC internet connecti	OPERATING FUND	Police	550.63
				TOTAL:	550.63
Occupational Health Centers of the SW,	5/25/21	BAT Post Accident	OPERATING FUND	Police	71.74
				TOTAL:	71.74
Office Depot	5/07/21	office supplies	OPERATING FUND	Finance/Administration	50.99
	5/25/21	office supplies	OPERATING FUND	Finance/Administration	21.84
	5/25/21	office supplies	OPERATING FUND	Finance/Administration	77.96
	5/25/21	office supplies	OPERATING FUND	Planning & Zoning	22.94
	5/25/21	office supplies	OPERATING FUND	Planning & Zoning	229.78
	5/25/21	office supplies	OPERATING FUND	Planning & Zoning	67.08
	5/25/21	office supplies	OPERATING FUND	Planning & Zoning	3.23
	5/07/21	optical mouse	WASTEWATER FUND	Ww Collection Line	15.29
	5/07/21	file organizer	WASTEWATER FUND	Ww Collection Line	4.11
	5/07/21	keyboard	WASTEWATER FUND	Ww Collection Line	19.99
	5/07/21	kleenex	WASTEWATER FUND	Ww Collection Line	10.49
	5/07/21	dissenfectant spray	WASTEWATER FUND	Ww Collection Line	15.98
	5/07/21	page holder	WASTEWATER FUND	Ww Collection Line	11.72
	5/07/21	toilet cleaner	WASTEWATER FUND	Ww Collection Line	4.59

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	555.99
Oriental Trading Company	5/13/21	Tracker Incentives	OPERATING FUND	Library	1,400.00
	5/13/21	Take&Make Kits	OPERATING FUND	Library	1,444.65
				TOTAL:	2,844.65
PERA	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	2,157.03
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	2,160.30
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	2,177.18
	5/04/21	RET CONTRIBUTIONS POLICE	OPERATING FUND	NON-DEPARTMENTAL	2,376.15
	5/07/21	RET CONTRIBUTIONS POLICE	OPERATING FUND	NON-DEPARTMENTAL	2,376.15
	5/20/21	RET CONTRIBUTIONS POLICE	OPERATING FUND	NON-DEPARTMENTAL	2,380.30
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	13.51
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	13.51
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	NON-DEPARTMENTAL	13.51
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Legislative	21.47
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Legislative	21.47
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Legislative	21.47
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Finance/Administration	1,364.45
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Finance/Administration	1,234.47
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Finance/Administration	1,234.47
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Judicial	207.51
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Judicial	196.06
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Judicial	219.70
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Animal Control	296.29
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Animal Control	296.29
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Animal Control	296.29
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Police	179.48
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Police	179.48
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Police	179.48
	5/04/21	RET CONTRIBUTIONS POLICE	OPERATING FUND	Police	5,867.83
	5/07/21	RET CONTRIBUTIONS POLICE	OPERATING FUND	Police	5,867.83
	5/20/21	RET CONTRIBUTIONS POLICE	OPERATING FUND	Police	5,878.08
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Maintenance	362.69
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Maintenance	362.69
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Maintenance	362.69
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Planning & Zoning	384.68
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Planning & Zoning	384.68
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Planning & Zoning	384.68
	5/04/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Library	225.23
	5/07/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Library	371.25
	5/20/21	RETIREMENT CONTRIBUTIONS	OPERATING FUND	Library	371.25
	5/04/21	RETIREMENT CONTRIBUTIONS	MUNICIPAL STREET F	NON-DEPARTMENTAL	469.58
	5/07/21	RETIREMENT CONTRIBUTIONS	MUNICIPAL STREET F	NON-DEPARTMENTAL	469.58
	5/20/21	RETIREMENT CONTRIBUTIONS	MUNICIPAL STREET F	NON-DEPARTMENTAL	469.58
	5/04/21	RETIREMENT CONTRIBUTIONS	MUNICIPAL STREET F	MUNICIPAL STREETS	657.53
	5/07/21	RETIREMENT CONTRIBUTIONS	MUNICIPAL STREET F	MUNICIPAL STREETS	657.53
	5/20/21	RETIREMENT CONTRIBUTIONS	MUNICIPAL STREET F	MUNICIPAL STREETS	657.53
	5/04/21	RETIREMENT CONTRIBUTIONS	WASTEWATER FUND	NON-DEPARTMENTAL	103.83
	5/07/21	RETIREMENT CONTRIBUTIONS	WASTEWATER FUND	NON-DEPARTMENTAL	103.83
	5/20/21	RETIREMENT CONTRIBUTIONS	WASTEWATER FUND	NON-DEPARTMENTAL	103.83
	5/04/21	RETIREMENT CONTRIBUTIONS	WASTEWATER FUND	Ww Collection Line	145.39
	5/07/21	RETIREMENT CONTRIBUTIONS	WASTEWATER FUND	Ww Collection Line	145.39
	5/20/21	RETIREMENT CONTRIBUTIONS	WASTEWATER FUND	Ww Collection Line	145.39
				TOTAL:	44,568.59

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Plateau	5/25/21	telephone bill	OPERATING FUND	Finance/Administration	1,132.30
	5/25/21	telephone bill	OPERATING FUND	Police	273.26
	5/25/21	telephone bill	OPERATING FUND	Library	160.00
	5/25/21	internet service	OPERATING FUND	Community Center	39.95
				TOTAL:	1,605.51
Public Agency Training Council	5/25/21	Detecting Deception	OPERATING FUND	Police	350.00
					TOTAL:
Pueblo of Sandia	5/27/21	11 MBR membrane cassettes	WASTEWATER FUND	Ww Collection Line	12,000.00
					TOTAL:
Purchase Power	5/25/21	postage	OPERATING FUND	Finance/Administration	39.99
	5/25/21	postage	OPERATING FUND	Judicial	104.50
	5/25/21	postage	OPERATING FUND	Police	104.50
	5/25/21	postage	OPERATING FUND	Planning & Zoning	429.95
				TOTAL:	678.94
RAKS Building Supply Inc	5/07/21	blank key	OPERATING FUND	Finance/Administration	2.29
	5/07/21	marking paint	OPERATING FUND	Finance/Administration	58.34
	5/07/21	library supplies	OPERATING FUND	Library	218.52
	5/07/21	no trespass pass	WASTEWATER FUND	Ww Collection Line	7.96
	5/07/21	tax	WASTEWATER FUND	Ww Collection Line	0.65
				TOTAL:	287.76
RESEARCH & POLLING INC	5/13/21	Districting	OPERATING FUND	Finance/Administration	17,500.00
	5/13/21	GRT	OPERATING FUND	Finance/Administration	1,378.13
				TOTAL:	18,878.13
Rich Ford Sales	5/13/21	Starter for AC Truck	OPERATING FUND	Animal Control	378.81
					TOTAL:
Robles, Rael & Anaya	5/25/21	attorney fees	OPERATING FUND	Legislative	653.72
	5/25/21	attorney fees	OPERATING FUND	Legislative	25.89
	5/25/21	attorney fees	OPERATING FUND	Legislative	236.25
	5/25/21	attorney fees	OPERATING FUND	Finance/Administration	37,481.65
	5/25/21	attorney fees	OPERATING FUND	Finance/Administration	4,204.97
	5/25/21	attorney fees	OPERATING FUND	Finance/Administration	2,610.03
	5/25/21	attorney fees	OPERATING FUND	Judicial	1,773.47
	5/25/21	attorney fees	OPERATING FUND	Judicial	121.36
	5/25/21	attorney fees	OPERATING FUND	Judicial	67.96
	5/25/21	attorney fees	OPERATING FUND	Police	300.97
	5/25/21	attorney fees	OPERATING FUND	Police	4,029.13
	5/25/21	attorney fees	OPERATING FUND	Police	339.81
	5/25/21	attorney fees	OPERATING FUND	Planning & Zoning	631.07
	5/25/21	attorney fees	OPERATING FUND	Planning & Zoning	48.54
	5/25/21	attorney fees	OPERATING FUND	Planning & Zoning	614.89
				TOTAL:	53,139.71
SHI International Corp.	5/25/21	PC	OPERATING FUND	Judicial	1,189.18
	5/13/21	Harddrive	WASTEWATER FUND	Ww Collection Line	152.40
	5/25/21	NVR	WASTEWATER FUND	Ww Collection Line	296.12
				TOTAL:	1,637.70
Santa Fe County	5/07/21	JPA RECC	OPERATING FUND	Police	5,699.37
					TOTAL:

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Scada Cloud Solutions LLC	5/25/21	monththly SCADA hosting	WASTEWATER FUND	Ww Collection Line	60.00
				TOTAL:	60.00
Senergy Petroleum LLC	5/07/21	fuel	MUNICIPAL STREET F	MUNICIPAL STREETS	1,334.89
	5/25/21	fuel	MUNICIPAL STREET F	MUNICIPAL STREETS	1,164.07
				TOTAL:	2,498.96
Shamrock Supply	5/25/21	cleaning supplies	OPERATING FUND	Finance/Administration	123.66
	5/25/21	cleaning supplies	OPERATING FUND	Judicial	22.70
	5/25/21	cleaning supplies	OPERATING FUND	Animal Control	45.90
	5/25/21	cleaning supplies	OPERATING FUND	Police	63.70
	5/25/21	cleaning supplies	OPERATING FUND	Maintenance	7.50
	5/25/21	cleaning supplies	OPERATING FUND	Community Center	13.50
	5/25/21	cleaning supplies	MUNICIPAL STREET F	MUNICIPAL STREETS	157.94
				TOTAL:	434.90
Souder, Miller & Associates	5/25/21	Edgewodo 7 Design	CAPITAL PROJECTS F	MUNICIPAL STREETS	13,925.65
				TOTAL:	13,925.65
Southwest Copy Systems, Inc.	5/25/21	copier maintenance	OPERATING FUND	Finance/Administration	154.13
	5/25/21	copier maintenance	OPERATING FUND	Police	74.22
				TOTAL:	228.35
State Collections and Disbursement Uni	5/06/21	Child Support	MUNICIPAL STREET F	NON-DEPARTMENTAL	344.27
	5/19/21	Child Support	MUNICIPAL STREET F	NON-DEPARTMENTAL	344.27
				TOTAL:	688.54
State of N.M. Commissioner of Public L	5/25/21	BL 1580 lease fees	OPERATING FUND	Finance/Administration	126.50
				TOTAL:	126.50
Swank Motion Pictures Inc	5/25/21	Movie Licenses	OPERATING FUND	Finance/Administration	1,387.65
				TOTAL:	1,387.65
THE INDEPENDENT	5/07/21	Flyers	OPERATING FUND	Finance/Administration	486.84
	5/07/21	Flyers	OPERATING FUND	Finance/Administration	486.84
				TOTAL:	973.68
Total Equipment and Rental, LLC	5/25/21	oil for bobcat	OPERATING FUND	Maintenance	94.38
				TOTAL:	94.38
Town of Edgewood	5/07/21	ww utilities	OPERATING FUND	Finance/Administration	31.50
	5/07/21	ww utilities	OPERATING FUND	Police	39.90
	5/07/21	ww utilities	OPERATING FUND	Community Center	31.50
				TOTAL:	102.90
Tractor Supply Credit Plan	5/07/21	shelter supplies	OPERATING FUND	Animal Control	21.99
	5/07/21	Ticket 482243	OPERATING FUND	Animal Control	53.94
	5/07/21	nuts and bolts for signs	OPERATING FUND	Parks & Recreation	8.18
	5/07/21	sprayer	OPERATING FUND	Maintenance	36.96
	5/07/21	tools	WASTEWATER FUND	Ww Collection Line	19.48
				TOTAL:	140.55
United States Treasury	5/19/21	FED W/H	OPERATING FUND	NON-DEPARTMENTAL	361.92
	5/06/21	FED W/H	OPERATING FUND	NON-DEPARTMENTAL	3,383.12
	5/19/21	FED W/H	OPERATING FUND	NON-DEPARTMENTAL	3,452.68
	5/19/21	FICA W/H	OPERATING FUND	NON-DEPARTMENTAL	260.40

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/06/21	FICA W/H	OPERATING FUND	NON-DEPARTMENTAL	3,453.85
	5/19/21	FICA W/H	OPERATING FUND	NON-DEPARTMENTAL	3,242.85
	5/19/21	MEDICARE W/H	OPERATING FUND	NON-DEPARTMENTAL	60.90
	5/06/21	MEDICARE W/H	OPERATING FUND	NON-DEPARTMENTAL	807.78
	5/19/21	MEDICARE W/H	OPERATING FUND	NON-DEPARTMENTAL	758.41
	5/19/21	FICA W/H	OPERATING FUND	Legislative	260.40
	5/06/21	FICA W/H	OPERATING FUND	Legislative	77.16
	5/19/21	FICA W/H	OPERATING FUND	Legislative	2.76
	5/19/21	MEDICARE W/H	OPERATING FUND	Legislative	60.90
	5/06/21	MEDICARE W/H	OPERATING FUND	Legislative	18.05
	5/19/21	MEDICARE W/H	OPERATING FUND	Legislative	0.65
	5/06/21	FICA W/H	OPERATING FUND	Finance/Administration	709.30
	5/19/21	FICA W/H	OPERATING FUND	Finance/Administration	653.20
	5/06/21	MEDICARE W/H	OPERATING FUND	Finance/Administration	165.89
	5/19/21	MEDICARE W/H	OPERATING FUND	Finance/Administration	152.76
	5/06/21	FICA W/H	OPERATING FUND	Judicial	205.93
	5/19/21	FICA W/H	OPERATING FUND	Judicial	176.21
	5/06/21	MEDICARE W/H	OPERATING FUND	Judicial	48.16
	5/19/21	MEDICARE W/H	OPERATING FUND	Judicial	41.21
	5/06/21	FICA W/H	OPERATING FUND	Animal Control	152.73
	5/19/21	FICA W/H	OPERATING FUND	Animal Control	161.44
	5/06/21	MEDICARE W/H	OPERATING FUND	Animal Control	35.72
	5/19/21	MEDICARE W/H	OPERATING FUND	Animal Control	37.76
	5/06/21	FICA W/H	OPERATING FUND	Police	1,723.84
	5/19/21	FICA W/H	OPERATING FUND	Police	1,663.28
	5/06/21	MEDICARE W/H	OPERATING FUND	Police	403.15
	5/19/21	MEDICARE W/H	OPERATING FUND	Police	389.00
	5/06/21	FICA W/H	OPERATING FUND	Maintenance	206.74
	5/19/21	FICA W/H	OPERATING FUND	Maintenance	206.74
	5/06/21	MEDICARE W/H	OPERATING FUND	Maintenance	48.35
	5/19/21	MEDICARE W/H	OPERATING FUND	Maintenance	48.35
	5/06/21	FICA W/H	OPERATING FUND	Planning & Zoning	200.49
	5/19/21	FICA W/H	OPERATING FUND	Planning & Zoning	195.52
	5/06/21	MEDICARE W/H	OPERATING FUND	Planning & Zoning	46.91
	5/19/21	MEDICARE W/H	OPERATING FUND	Planning & Zoning	45.72
	5/06/21	FICA W/H	OPERATING FUND	Library	177.66
	5/19/21	FICA W/H	OPERATING FUND	Library	183.70
	5/06/21	MEDICARE W/H	OPERATING FUND	Library	41.55
	5/19/21	MEDICARE W/H	OPERATING FUND	Library	42.96
	5/06/21	FED W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	222.12
	5/19/21	FED W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	222.12
	5/06/21	FICA W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	334.77
	5/19/21	FICA W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	334.77
	5/06/21	MEDICARE W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	78.29
	5/19/21	MEDICARE W/H	MUNICIPAL STREET F	NON-DEPARTMENTAL	78.29
	5/06/21	FICA W/H	MUNICIPAL STREET F	MUNICIPAL STREETS	334.77
	5/19/21	FICA W/H	MUNICIPAL STREET F	MUNICIPAL STREETS	334.77
	5/06/21	MEDICARE W/H	MUNICIPAL STREET F	MUNICIPAL STREETS	78.29
	5/19/21	MEDICARE W/H	MUNICIPAL STREET F	MUNICIPAL STREETS	78.29
	5/06/21	FED W/H	WASTEWATER FUND	NON-DEPARTMENTAL	121.88
	5/19/21	FED W/H	WASTEWATER FUND	NON-DEPARTMENTAL	98.57
	5/06/21	FICA W/H	WASTEWATER FUND	NON-DEPARTMENTAL	93.79
	5/19/21	FICA W/H	WASTEWATER FUND	NON-DEPARTMENTAL	81.75
	5/06/21	MEDICARE W/H	WASTEWATER FUND	NON-DEPARTMENTAL	21.94
	5/19/21	MEDICARE W/H	WASTEWATER FUND	NON-DEPARTMENTAL	19.12
	5/06/21	FICA W/H	WASTEWATER FUND	Ww Collection Line	93.79

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	5/19/21	FICA W/H	WASTEWATER FUND	Ww Collection Line	81.75
	5/06/21	MEDICARE W/H	WASTEWATER FUND	Ww Collection Line	21.94
	5/19/21	MEDICARE W/H	WASTEWATER FUND	Ww Collection Line	19.12
				TOTAL:	27,116.23
VOYA HOLDINGS Inc.	5/06/21	RETIREMENT	OPERATING FUND	NON-DEPARTMENTAL	600.00
	5/19/21	RETIREMENT	OPERATING FUND	NON-DEPARTMENTAL	600.00
	5/06/21	RETIREMENT	MUNICIPAL STREET F	NON-DEPARTMENTAL	147.00
	5/19/21	RETIREMENT	MUNICIPAL STREET F	NON-DEPARTMENTAL	147.00
				TOTAL:	1,494.00
Verizon Wireless Service, LLC	5/12/21	cell phone service	OPERATING FUND	Finance/Administration	219.31
	5/12/21	cell phone service	OPERATING FUND	Animal Control	82.56
	5/12/21	cell phone service	OPERATING FUND	Police	123.84
	5/12/21	pd laptops/equipment	OPERATING FUND	Police	961.22
	5/12/21	cell phone service	OPERATING FUND	Maintenance	82.53
	5/12/21	cell phone service	OPERATING FUND	Planning & Zoning	82.53
	5/12/21	cell phone service	MUNICIPAL STREET F	MUNICIPAL STREETS	165.06
	5/12/21	cell phone service	WASTEWATER FUND	Ww Collection Line	41.25
				TOTAL:	1,758.30
WEX BANK	5/12/21	fuel	OPERATING FUND	Animal Control	212.52
	5/12/21	fuel	OPERATING FUND	Police	3,850.68
	5/12/21	fuel credit	OPERATING FUND	Police	32.91-
	5/12/21	fuel	OPERATING FUND	Maintenance	382.97
	5/12/21	fuel	OPERATING FUND	Planning & Zoning	31.17
	5/12/21	fuel	MUNICIPAL STREET F	MUNICIPAL STREETS	150.77
	5/12/21	fuel	WASTEWATER FUND	Ww Collection Line	429.55
				TOTAL:	5,024.75
Washing Equipment of Texas-El Paso, Lt	5/07/21	Landa PGD5-35224E/18	MUNICIPAL STREET F	MUNICIPAL STREETS	8,237.00
				TOTAL:	8,237.00
Wells Fargo Card Service Payment Remit	5/07/21	GoToMeeting	OPERATING FUND	Finance/Administration	50.46
	5/07/21	email hosting/office 365	OPERATING FUND	Finance/Administration	714.85
	5/07/21	gloves for trash day	OPERATING FUND	Finance/Administration	54.09
	5/07/21	flowers	OPERATING FUND	Finance/Administration	92.73
	5/07/21	Tyler Connect-Amelia	OPERATING FUND	Finance/Administration	595.00
	5/07/21	office supplies	OPERATING FUND	Finance/Administration	235.97
	5/07/21	flags	OPERATING FUND	Judicial	124.35
	5/07/21	PD GPS	OPERATING FUND	Police	24.95
	5/07/21	office supplies	OPERATING FUND	Police	10.44
	5/07/21	PC hardware	OPERATING FUND	Police	458.01
	5/07/21	pop up sprinkler	OPERATING FUND	Parks & Recreation	91.90
	5/07/21	windshield replacement	OPERATING FUND	Maintenance	155.88
	5/07/21	misc maintenance supplies	OPERATING FUND	Maintenance	96.71
	5/07/21	sign stakes	OPERATING FUND	Planning & Zoning	43.07
	5/07/21	NMLA Memberships	OPERATING FUND	Library	35.00
	5/07/21	NMLA Memberships	OPERATING FUND	Library	60.00
	5/07/21	Shelving/ Lib Improvement	OPERATING FUND	Library	296.30
				TOTAL:	3,139.71
Western Trails Veterinary Hospital, PC	5/13/21	vet fees	OPERATING FUND	Animal Control	96.30
				TOTAL:	96.30

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
**PAYROLL EXPENSES	5/01/2021 - 5/31/2021		OPERATING FUND	Legislative	5,769.24
			OPERATING FUND	Finance/Administration	22,813.49
			OPERATING FUND	Judicial	6,175.57
			OPERATING FUND	Animal Control	5,560.08
			OPERATING FUND	Police	56,509.84
			OPERATING FUND	Maintenance	7,161.92
			OPERATING FUND	Planning & Zoning	6,768.79
			OPERATING FUND	Library	6,321.19
			MUNICIPAL STREET F	MUNICIPAL STREETS	11,023.04
			WASTEWATER FUND	Ww Collection Line	2,974.44
				TOTAL:	131,077.60

===== FUND TOTALS =====

100	OPERATING FUND	397,193.03
216	MUNICIPAL STREET FUND	215,600.59
399	CAPITAL PROJECTS FUND	15,713.07
503	WASTEWATER FUND	26,262.93
600	IMPACT FEE ESCROW FUND	6,087.23

	GRAND TOTAL:	660,856.85

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-TOWN OF EDGEWOOD
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 5/01/2021 THRU 5/31/2021
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 5/01/2021 THRU 5/31/2021

PRINT OPTIONS

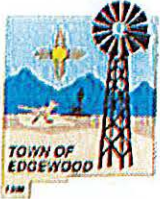
PRINT DATE: Check Date
SEQUENCE: By Vendor Name
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: C O U N C I L R E P O R T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

TOWN OF EDGEWOOD
 YEAR TO DATE TREASURERS REPORT
 AS OF: MAY 31ST, 2021

	UNAUDITED BEGINNING CASH BALANCE	APPROVED BUDGET REVENUES	APPROVED BUDGET EXPENDITURE	YEAR TO DATE REVENUES	YEAR TO DATE EXPENDITURES	REVENUES NOT YET RECEIVED	EXPENDITURES NOT YET EXPENDED	YEAR TO DATE ENDING CASH BALANCE	BUDGETED ENDING CASH BALANCE
100-OPERATING FUND	1,635,163.09	4,637,723.00	5,074,190.00	4,775,243.01	3,629,819.92	0.00	(24,252.56)	2,756,333.62	1,198,696.09
201-CORRECTION FUND	120,466.71	11,357.00	2,000.00	8,506.75	190.00	0.00	0.00	128,783.46	129,823.71
210-LODGERS TAX	80,194.79	36,000.00	36,000.00	41,736.58	26,809.56	0.00	0.00	95,121.81	80,194.79
211-LAW ENFORCEMENT FUND	7,273.61	26,600.00	33,875.00	26,000.00	33,875.00	0.00	0.00	601.39	(1.39)
213-LIBRARY FUND	(8,636.30)	0.00	0.00	0.00	0.00	0.00	0.00	(8,636.30)	(8,636.30)
216-MUNICIPAL STREET FUND	134,554.66	633,380.00	632,158.00	447,538.82	515,655.44	0.00	(3,390.57)	63,047.47	135,776.66
217-RECREATION FUND	(168.82)	0.00	0.00	0.00	0.00	0.00	0.00	(168.82)	(168.82)
299-POLICE SP REVENUE FUND	(6,801.28)	0.00	0.00	0.00	0.00	0.00	0.00	(6,801.28)	(6,801.28)
225-ANIMAL SHELTER FUND	7,360.37	1,000.00	0.00	1,645.82	0.00	0.00	0.00	9,006.19	8,360.37
224-CAPITAL REPLACEMENT FUND	60,000.00	20,000.00	23,793.00	0.00	0.00	0.00	0.00	60,000.00	56,207.00
226-VETERANS MEMORIAL FUND	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250.00
227-BUY A BRICK/PLAYGROUND	5,600.00	0.00	0.00	0.00	0.00	0.00	0.00	5,600.00	5,600.00
228-REVITALIZATION RT 66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
229-TERMINAL LEAVE FUND	48,431.86	0.00	0.00	0.00	0.00	0.00	0.00	48,431.86	48,431.86
311-CAPITAL IMPROVEMENTS FUND	2,156,908.26	375,639.00	375,639.00	423,174.46	87,488.93	0.00	0.00	2,492,593.79	2,156,908.26
313-WIND TURBINE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
399-CAPITAL PROJECTS FUND	(1,243,526.60)	3,121,256.00	3,194,629.00	476,953.84	219,262.91	0.00	(134,300.14)	(1,120,135.81)	(1,316,899.60)
401-GO BOND DEBT SERVICE	227,916.83	273,866.00	262,168.00	197,988.79	257,011.75	0.00	0.00	168,893.87	239,614.83
403-RIP LOAN PAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
503-WASTEWATER FUND	(39.48)	462,420.00	402,463.00	261,184.61	279,293.36	0.00	(5,498.69)	23,646.92	59,917.52
700-CELL TOWER ESCROW FUND	26,848.72	0.00	0.00	17,500.00	1,379.66	0.00	0.00	42,969.06	26,848.72
701-RELIANT LAND SERVICES	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
SUBTOTAL	3,252,296.42	9,599,241.00	10,036,915.00	6,677,472.68	5,050,786.53	0.00	(167,441.96)	4,711,540.61	2,814,622.42
101-NM STATE LGIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
106-WELLS FARGO CD FUND	254,008.99	0.00	0.00	20.85	0.00	0.00	0.00	254,029.84	254,008.99
107-BANK OF THE WEST CD FUND	5,916.46	0.00	0.00	3.91	0.00	0.00	0.00	5,920.37	5,916.46
600-IMPACT FEE ESCROW FUND	25,096.62	25,000.00	25,000.00	57,087.85	56,840.38	0.00	0.00	25,344.09	25,096.62
SUBTOTAL	285,022.07	25,000.00	25,000.00	57,112.61	56,840.38	0.00	0.00	285,294.30	285,022.07
GRAND TOTAL ALL FUNDS	3,537,318.49	9,624,241.00	10,061,915.00	6,734,585.29	5,107,626.91	0.00	(167,441.96)	4,996,834.91	3,099,644.49



TOWN OF EDGEWOOD

Position Class Code: 1502

Parks and Recreation Administrator

Date Approved: 09/21/2005

Revision Date: 4/5/2019

Position Purpose: Under limited supervision, from the Clerk-Treasurer, plans, organizes, manages, directs and oversees all programs, functions, facilities, events, operations, activities, volunteers and staff of the Parks and Recreation Department.

Essential Job Functions: *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list: it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Prepares and administers the Parks & Recreation Department budget.
- Develops, implements and maintains an integrated parks and recreation function to achieve the goals and objectives of residents in all areas of parks and recreation.
- Prepares, updates, implements and administers the Parks and Recreation's Master Plan. Use as guidance the Town's Comprehensive Plan and appropriate ordinances and resolutions within established policy.
- Establishes and maintains a liaison with other Town departments, commissions and boards, and other public parks and recreation agencies at local, county, state, and federal levels to ensure the achievement of effective administration, coordination and participation, maintenance and review of plans and programs.
- Prepares and/or supervises the development of grant applications to local, county, state and federal agencies.
- Participates and coordinates with Planning and Zoning department staff on growth-related issues.
- Supervises acquisition, planning, design, construction, and maintenance of all town parks facilities.
- Promotes public understanding of the parks and recreation program and policies through presentations to public, representative community groups and through press releases.
- Attends meetings that guide and direct the growth of the Town.
- Attend the Parks and Recreation Advisory Committee meetings. Prepare agenda and publish minutes of all meetings.
- Oversee the management of assigned Town trails, open spaces, parks and recreation property.
- Perform periodic inspections, maintenance, clean up and repairs of all parks and recreation facilities and equipment. Document inspections and repairs.
- Create, organize and participate in parks and recreation department and town events and activities.
- Oversees a variety of volunteer citizen groups and subcommittees.
- Performs other work-related assignments as required.

Parks and Recreation Administrator

MINIMUM QUALIFICATIONS

Required Knowledge and Skills:

- Knowledge of State of New Mexico and Federal laws, regulations and administrative guidelines relating to areas of responsibility.
- Knowledge of or training related to work hazards, safety procedures, and public safety matters.
- Knowledge of the technical, organizational and administrative functions necessary to the development and maintenance of a coordinated and comprehensive planning and implementation program for the growth and development of a municipal parks and recreation program.
- Knowledge and/or experience writing grants.
- Knowledge of modern techniques and practices involved in parks and recreation development, land use regulation and community improvement and development.
- Knowledge of Town of Edgewood ordinances, policies and procedures, and administrative requirements and/or;
- Skill in understanding and applying laws, rules, codes, regulations and procedures.
- Skill in performing research and logically organizing information.
- Skill in use of all tools and operate all equipment necessary to perform work at a high level of proficiency and safety.
- Skill with materials, tools, and equipment used in all phases of park maintenance, including a basic knowledge of electricity, plumbing, carpentry, cement work, and irrigation systems.
- Skill in working under pressure of deadlines, establishing and maintaining cooperative working relationships with Town staff, elected officials, state agencies, community organizations and citizens.
- Skill in communicating effectively orally and in the development of written documents, reports, and financial information.
- Skill in identifying, establishing and implementing operation standards, policies, and procedures for municipal and/or agency operations.
- Skill in operating a personal computer and software applications.

Education, Experience, Certifications and Licenses: *Work experience directly related to the essential functions of the position may substitute for education at a rate of one (1) year of experience for each thirty (30) credit hours of education.*

- Bachelor's degree in park and recreation administration or a related field from an accredited college or university; or
- Four years of increasingly responsible experience in parks and recreation program development and implementation, including one year of administrative/management and/or supervisory responsibility.
- Possession of a valid State of New Mexico Driver's license.
- Must be bondable and insurable.

Environmental Factors and Conditions/Physical Requirements:

- Work is performed indoors and outdoors subjecting employee to inclement weather.
- Work requires regular and punctual attendance.
- Work may involve physical labor, the use of ladders and working in cramped and confined areas.
- Subject to standing, walking, sitting, bending, reaching, kneeling, driving and manual labor and lifting objects up to 50 pounds

ITEM IV.J

Rescind Resolution 2020-07 and re-open Edgewood Town operations and facilities. The exception to this is the Town of Edgewood Library currently being remodeled and scheduled to re-open on _____.

RESOLUTION NO. 2020-07

A RESOLUTION DECLARING A CORONAVIRUS(COVID-19) EMERGENCY/DISASTER DECLARATION FOR THE TOWN OF EDGEWOOD, NEW MEXICO

WHEREAS, the World Health Organization (WHO) has officially declared there to be a global pandemic of Coronavirus (COVID-19); and

WHEREAS, the Governor of the State of New Mexico has declared a State of Health Emergency in order to contain and combat the virus; and

WHEREAS, the New Mexico Health Secretary has issued a Public Health Order suspending mass gatherings in New Mexico effective immediately in order to prevent the spread of the virus; and

WHEREAS, the CDC has advised that local governments should take immediate action to limit the spread of the virus through social distancing, cancellation of public meetings, limiting public gatherings and events, and implementing additional public health and education measures to prevent, contain and mitigate the virus; and

WHEREAS, The outbreak of COVID-19 and the effect of its extreme contagion significantly impacts the life and health of our people as well as the economy of the Town of Edgewood and is a public disaster that negatively affects life, health, property, and the public peace; and

WHEREAS, The Town of Edgewood has had to close facilities; and

WHEREAS, Cancellation of traditional format meetings potentially delays the progress of internal work operations; and

WHEREAS, the Public Education Department has closed New Mexico Schools which affects the ability for parents to continue their normal work while children are at home; and

WHEREAS, Town of Edgewood will experience routine workforce staying home due to illness themselves or to family members and the need to provide compensation for Paid Emergency Administrative Leave; and

WHEREAS, The need to address the decrease in staff in order to comply with the "Stay-At-Home" Order will cause an increased probability of undue human suffering and hardship and threaten the safety, health, welfare, and well-being of citizens and the economic functions of the Town and surrounding areas; and

WHEREAS, Without assistance, the Town will likely not have the resources to completely and effectively address continued response to the needs associated with the COVID-19 outbreak;

NOW THEREFORE BE IT RESOLVED, The Town of Edgewood Governing Body, by this resolution declare as follows:

1. by virtue of the authority provided by New Mexico Civil Emergency Preparedness Act (NMSA 1978, 12-10-01, et. seq.) hereby declares the Town of Edgewood to be an

emergency area for the purpose of exercising applicable emergency powers and expenditure of available resources, and requesting aid, assistance, and relief programs and funds available from the State of New Mexico and the Federal Government, is hereby declared to be under a State of Emergency for the duration of the COVID-19 pandemic.

2. Town public events, trainings, and meetings and all such similar gatherings planned to be held in or on Town Property are hereby cancelled until further notice with the status to be re-evaluated periodically. Instead, the Town of Edgewood will pursue and implement live streaming, telecommuting and alternative technologies that can help work continue while we follow commonsense cautions to slow the spread of the virus.
3. The Governing Body may suspend parts of the Operating Resolution 2020-02 to facilitate the use of virtual meetings for time-sensitive matters. These virtual meetings will be held in accordance with the newest guidelines from the Office of the Attorney General's Open Government Division to ensure compliance with the Open Meetings Act.
<https://www.nmag.gov/oma.aspx>

PASSED, APPROVED, and ADOPTED this 22nd day of April 2020.



John Bassett, Mayor

ATTEST:



Juan Torres, Clerk-Treasurer

STATE OF NEW MEXICO
OFFICE OF THE ATTORNEY GENERAL



HECTOR H. BALDERAS
ATTORNEY GENERAL

**Open Government Division Advisory
During COVID-19 State of Public Health Emergency**

On March 11, 2020, Governor Michelle Lujan Grisham declared a state of emergency in New Mexico, issued under Executive Order 2020-004. The Attorney General, through the Open Government Division is statutorily tasked with enforcing the Open Meetings Act, NMSA 1978, §§ 10-15-1 to -4 (1974, as amended) and the Inspection of Public Records Act, NMSA 1978, §§ 14-2-1 to -14 (1947, as amended). As such, Attorney General Balderas issues the following guidance to public entities across the State of New Mexico regarding their ongoing obligations to comply with the Open Meetings Act (OMA) and the Inspection of Public Records Act (IPRA) during the state of emergency in New Mexico.

The Office of the Attorney General's Open Government Division (OGD) advises all public entities subject to the OMA to first and foremost follow the guidance of the Department of Health and other health officials to ensure the health and safety of both members of the entity and the public. Accordingly, the most prudent thing to do to ensure compliance with OMA would be to postpone/cancel a public meeting. If, however, a board or commission has a time-sensitive matter to attend to, it may proceed with a virtual meeting, provided its notice of meeting contains detailed information (password, phone number, etc.) about how members of the public may attend and listen via telephone, live streaming or other similar technologies. More specifically, if a public body decides to proceed with a virtual meeting, it should:

- At the start of the meeting, the chair should announce the names of those members of the public body participating remotely.
- All members of the public body participating remotely must identify themselves whenever they speak and must be clearly audible to the other members of the public body and to the public.
- Members of the public should be afforded remote access, via live stream or other similar technology, if possible, or call-in number for listening by phone.
- Chair should suspend discussion if the audio or video is interrupted.
- All votes of the public body must be by roll call vote.

TELEPHONE: (505)490-4060 FAX: (505)490-4883 www.nmag.gov
MAILING ADDRESS: P.O. BOX 1508 - SANTA FE, NEW MEXICO 87504-1508
STREET ADDRESS: 408 GALISTEO STREET - SANTA FE, NEW MEXICO 87501

- The public body should produce and maintain a recording of the open session of the meeting.

Additionally, we are assuming the public body's staff also would be working remotely; otherwise, the staff at least theoretically would have the ability to set up a physical location for the public to listen in. In sum, we believe OMA would require that public bodies cancel or reschedule their meetings whenever possible and opt for a virtual format only as a matter of last resort during the pendency of the public health emergency.

To maintain compliance with the Inspection of Public Records Act, OGD recommends that agencies in the first instance continue to satisfy IPRA's deadlines and fulfill IPRA requests electronically, if possible.

Pursuant to public health guidelines and the closure of many public entities' physical locations during the state of emergency, public entities should suspend all in-person inspection of public records during the pendency of the state of emergency. Acknowledging that there may be limited circumstances where records are not available electronically, an agency may designate a request as excessively burdensome or broad, which would allow an agency obtain more time to respond and/or compile documents. We also acknowledge there may be circumstances in which an agency may not be able to provide certain records because employees normally in possession of those records are working from home and do not have the requested records readily available.

In short, IPRA all deadlines should still be satisfied. Where the state of the public health emergency hampers an agency's ability to respond, we urge the agency nonetheless to communicate promptly with the requester to make alternative arrangements to allow for the inspection of records, in keeping with the general spirit of the law.

In addition, with respect to professional licenses issued under the Uniform Licensing Act, NMSA 1978, NMSA 1978, §§ 61-1-1 to -34 (1957, as amended), after consultation with OGD, we understand that the Boards & Commissions Division of the New Mexico Regulation and Licensing Department will be reaching out to the chairpersons of the various professional licensing boards administratively attached to RLD to get approval for the following:

- (1) Boards and Commissions staff will process renewals without the proof of continuing CE credit needed for renewal during the pendency of the public health emergency instituted by Executive Order 2020-004.
- (2) Licensees submitting renewals without the sufficient CE credits will be required to give notice to the board or commission through the notice procedures established by the Boards and Commissions Division dated March 16, 2020 (also attached hereto).
- (3) If all other license renewal requirements are met, licenses will be renewed without proof of CE credits.

(4) When the public health emergency is lifted, Boards and Commissions staff will send out a notice to licensees stating that the licensee has 3 to 6 months, depending upon the Board or Commission, to submit their proof of CE or be subject to discipline by the Board.

Without purporting to provide legal advice to outside entities, the OAG and OGD remain available to answer general questions regarding compliance with OMA and other laws of general application, as appropriate.

**ELECTION RESOLUTION
CITY OF RATON, NEW MEXICO
RESOLUTION NO. 2017-58**

Be it resolved by the governing body of the City of Raton, New Mexico that:

- A. A regular municipal election for the election of municipal officers shall be held on March 6, 2018. Polls will open at 7:00 A.M. and close at 7:00 P.M.
- B. At the regular municipal election, persons shall be elected to fill the following elective offices:
 - 1. District One - One Commissioner for a four year term.
 - 2. District Three - One Commissioner for a four year term.
 - 3. One Municipal Judge for a four year term.

C. The following question(s) shall be submitted at the regular municipal election:

(1) SUPPLEMENTAL MUNICIPAL GROSS RECEIPTS BOND QUESTION
Shall the City of Raton be authorized to issue supplemental municipal gross receipts bonds in the amount of not exceeding \$7,000,000 dollars for the purpose of constructing and equipping and otherwise acquiring a municipal water supply system?

(2) SUPPLEMENTAL MUNICIPAL GROSS RECEIPTS TAX QUESTION
Shall the City of Raton impose an excise tax for the privilege of engaging in business in the municipality which shall be known as the "supplemental municipal gross receipts tax" and which shall be imposed at a rate of three-fourth of one percent of the gross receipts of the person engaging in business, the proceeds of which are dedicated to the payment of supplemental municipal gross receipts bonds; the funding of any reserves and other accounts in connection with such bonds; refunding bonds; and to the extent not needed for those purposes, the improvement of the municipality's water system?

D. Precincts 11, 12, 13, 14, 15 and 16 are consolidated for the regular municipal election.

Precincts 10, 17, 18, 19, 20, 21 and 22 are consolidated for the regular municipal election.

E. The following locations are designated as polling places for the conduct of the regular municipal election:

**ELECTION RESOLUTION
TOWN OF EDGEWOOD
Resolution No. 2021-12**

WHEREAS, at a special election held on August 24, 2020, a majority of the qualified electors who participated voted to organize the Town of Edgewood under the commission-manager form of municipal government as governed by NMSA 1978, §§ 3-1 4-1 *et seq.*; and

WHEREAS, in compliance with NMSA 1978, § 3-14-6(A), during the Town Council Meeting held on April 28, 2021 the Governing Body for the Town of Edgewood adopted a districting plan dividing the Town of Edgewood into five (5) districts based upon the most recent population data available from the federal decennial census; and

WHEREAS, in compliance with NMSA 1978, § 3-14-8(A), on September 9, 2020, the Governing Body for the Town of Edgewood passed, approved, and adopted Town of Edgewood Resolution No. 2020-18 which identifies the elective offices to be filled by the respective person elected therein at the next Regular Local Election which will be conducted on November 2, 2021; and

WHEREAS, Town of Edgewood Resolution No. 2020-18 established that one Commissioner would be elected for each district but did not establish if the electorate would continue to vote at-large or vote by single-member districts only; and

WHEREAS, on December 19, 2018, the Governing Body for the Town of Edgewood passed, approved, and adopted Town of Edgewood Ordinance No. 2018-13 which, pursuant to NMSA 1978, § 1-22-3.IB, resolved to opt-in to the Local Election Act, NMSA 1978, §§ 1-22-1 *et seq.*;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Edgewood, New Mexico that:

- I. In addition to those elective offices to be filled at the next Regular Local Election identified in Town of Edgewood Resolution, No. 2020-18, one Municipal Judge shall be elected for a four-year term at the to be conducted on November 2, 2021.
- II. As set-forth by the Town of Edgewood Resolution No. 2020-18, the next Regular Local Election to be held on November 2, 2021 shall be conducted pursuant to the Local Elections Act, NMSA 1978, §§ 1-22-1 *et seq.*
- III. Furthermore, the electorate of the Town of Edgewood shall vote by the following method (voting at large or voting within single member district only).
- IV. The Town of Edgewood Clerk-Treasurer shall file this Town of Edgewood Resolution No. 2021-08 with the County Clerk for each respective county from which votes may be cast by qualified electors in the Town of Edgewood's next Regular Local Election to be held on November 2, 2021.

PASSED, APPROVED and ADOPTED this ____th day of June 2021.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk-Treasurer

cc: Santa Fe County Clerk

**ELECTION RESOLUTION
TOWN OF EDGEWOOD
Resolution No. 2020-18-
2021-13**

WHEREAS, a verified petition under Subsection A of Section 3-14-2 NMSA 1978 was filed with the Town Clerk-Treasurer on March 23, 2020, seeking to organize the Town under the commission-manager form of government; and

WHEREAS, at a special election held on August 24, 2020, the qualified electors who voted on the proposition approved organizing the Town under the commission-manager form of government; and

~~**WHEREAS**, under the provisions of Subsection A of Section 3-14-8 NMSA 1978, within ten (10) days after the adoption of the commission-manager form of government, the Governing Body is required to adopt an election resolution calling for an election for the purpose of electing the five (5) commissioners at the next regular local election, and said commissioners shall be elected pursuant to the terms of the Local Election Act; and~~

WHEREAS, in as much as this will be the initial election of commissioners under the commission-manager form of government, **all commissioners will be elected at large** and the terms of the commissioners so elected will be determined by lot, so that three (3) commissioners shall serve a two (2) year term each and two commissioners shall serve a four (4) year term each, and thereafter, their respective successors shall hold office for staggered periods of four (4) years each; and

WHEREAS, Subsection A. The governing body of a municipality organizing under the commission-manager form of government shall district the municipality into five commissioner districts. Each district shall be compact in area and equal in population, as nearly as possible. For all municipalities having a population in excess of ten thousand, a commissioner shall reside in and be elected from each district; provided that the governing body of a municipality having a population of ten thousand or less *may* provide for single-member districts as provided in this section. ~~A of Section 3-14-6 requires the Governing Body of a municipality organizing under the commission-manager form of government to district into five commissioner districts which are each compact in area and equal in population as nearly as possible, which this Governing Body shall promptly undertake in order to determine said districts in sufficient time for the next regular local election, so that Commissioner Districts Numbers 1, 2, 3, 4 and 5 will be established;~~

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Edgewood, New Mexico that:

1. At the next regular local election to be held on November 2, 2021, persons shall **live in and** be elected **at large** to fill the following elective offices:
 - ONE Commissioner for District No. 1.
 - ONE Commissioner for District No. 2.
 - ONE Commissioner for District No. 3.
 - ONE Commissioner for District No. 4.
 - ONE Commissioner for District No. 5.

ONE Municipal Judge

~~Two of the commissioners so elected shall serve terms of four (4) years each, and three of the commissioners so elected shall serve terms of two (2) years each, which terms shall be determined by lot.~~

2. The aforesaid Election shall be conducted pursuant to the terms of the Local Election Act. (Chapter I, Article 22 NMSA 1978).

3. The Clerk-Treasurer is hereby directed to file this resolution with the County Clerk of each county containing any precinct in which votes may be cast in the next regular local election.

PASSED, APPROVED and ADOPTED this 9th day of June 2021.

John Abrams, Mayor Pro Tem

ATTEST:

Juan Torres, Clerk-Treasurer

cc: Santa Fe County Clerk

**Edgewood Police Department
Presents
Movies in the Park**



**Where: Venus Park
When: June 26th
Time: 8PM**

**Edgewood Police Department
Presents
Movies in the Park**



**Where: Venus Park
When: July 10th
Time: 8PM**

**EDGEWOOD'S
PARTY @
THE PARK**
SATURDAY, JULY 31
3 PM TO 10 PM
VENUS PARK



Battle of the Badges
Police & Fire Vehicles
Bouncy Houses/Slides
Obstacle Course
Face Painting
Games
Food Trucks
Fireworks



**JOIN US FOR
FOOD, FUN,
DANCE &
FIREWORKS**



**AUSTIN VAN
8PM-10PM**
UNDER THE
PAVILION
BRING YOUR
DANCING BOOTS



*Fireworks
start 9pm*