

**Minutes
Budget Workshop
December 6th, 2021**

The Village of Capitan Board of Trustees met in a Budget Workshop on Monday, December 6th, 2021 at the Village Hall in Capitan, New Mexico at 6:00 PM.

Mayor Lowrance called the workshop to order at 6:02 PM.

Roll Call: Mayor Lowrance – present, Trustee Kearns – not present, Trustee Shearer – present, Trustee Fraley – present, Trustee Johnson – not present. Stephanie Bason – Village Clerk via Zoom, Grace Centrella – Finance Officer, J. Leinneweber – Administrative Assistant via Zoom, Angela Autry – Court/Human Resources & Licensing Clerk, Steve Osborn – Water Utilities Supervisor, Johnathan Lamay – Street Supervisor, Ronnie Montes – Parks Supervisor, Randy Spear – Village Chief of Police, and Kevin Kennedy – Village Fire Chief & Grant Administrator were also present. A list of others in attendance is attached.

Item #1 on the Agenda: Approval of the Agenda.

Trustee Fraley made a motion to Approve the Agenda. Trustee Shearer seconded the motion.

Roll Call: All were in favor, motion carried.

Item #3 on the Agenda: Approval of the Minutes: Regular Meeting – November 9th, 2021.

Trustee Fraley made a motion to Approve the Minutes: Regular Meeting – November 9th, 2021. Trustee Shearer seconded the motion.

Roll Call: All were in favor, the motion carried.

Item #4 on the Agenda: Discussion 2021/2022 Fiscal Year Budget.

Discussion: After reviewing the documents received for the Budget Workshop the Board asked Grace to provide a budget document based on the documents provided for the Workshop that includes by fund the Beginning Cash Balance for Fiscal Year (FY) 2021/2022, the Projected Revenues for FY 2021/2022, the Projected Expenditures for FY 2021/2022, Year to Date (YTD) Revenues and YTD Expenditures in time for the next Board Meeting on Tuesday, December 14th, 2021.

Grace will use the actual Gross Receipt Figures that have been received to make a projection on those for the rest of the FY since the amounts received are significantly lower than projected.

The Board wants the Village to be ready to take advantage of the funds that will be available under the recently passed federal infrastructure bill. As many of its projects on the Infrastructure Capital Improvement Plan (ICIP) as possible should be made “shovel ready”.

The Board thinks the Village would benefit from hiring someone to help with this to insure the Village receives as much of these funds as possible and asked that this be placed on the next Agenda.

The Board requested that the Water Tanks project should be put on the next Agenda as it would need to be engineered in order to be “shovel ready” and the cost could be as much as \$10,000/\$20,000. Also, the Tiger Drive project should be looked at to see what it would take to be “shovel ready.”

Item #4 on the Agenda: Discussion 2021/2022 Fiscal Year Budget. (Continued)

The Board would like the Grant Writer to check into the availability of Covid Funds and the settlement from the Perdue Opioid law suit.

Also discussed was that the 2020/2021 FY Audit should be completed in January 2022.

ADJOURNMENT:

Trustee Shearer made a motion to Adjourn. Trustee Fraley seconded the motion.

Roll Call: All were in favor, motion carried.

Mayor Lowrance Adjourned the meeting at 6:29 PM.



Ron Lowrance, Mayor, Village of Capitán

Attest:



Stephanie Bason, Village Clerk

December 6th, 2021
6:00 PM

[illegible]