



LEA COUNTY BOARD OF COUNTY COMMISSIONERS

SUMMARY FORM

LCBCC MEETING DATE: Thursday, June 6, 2013

Submit this summary form to the Finance Director Sherri Bunch sbunch@leacounty.net by: Tuesday, May 21, 2013

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: Wednesday, June 5, 2013		SUBMITTED BY Name/Title/Dept: Kelli Williams/Recording Secretary/Clerk's Dept.	
SUBJECT: Minutes		ATTACHMENT(S): Draft Minutes from 2013-MAY-21 LCBCC Budget Workshop Draft Minutes from 2013-MAY-23 LCBCC Meeting	
No. of Originals for Signature (Select One): Due in County Manager's Office 2 Days Prior to Meeting Two (2)	Action Requested (Select One): Consideration	Agenda Item Placement (Select One): 01 Commission	

SUMMARY:
 Minutes from the May 21, 2013 Budget Workshop
 Minutes from the May 23, 2013 Regular Meeting

Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: None	See Additional Summary Attached <input type="checkbox"/>
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SUBMITTER'S RECOMMENDATION(S): Review & Approve Both Draft Minutes	Submitter's Signature Department Director, Etc. Kelli Williams <small>Digitally signed by Kelli Williams DN: cn=Kelli Williams, o=Lea County Government, ou=Recording Secretary, Clerk's Department, email=kwilliams@leacounty.net, c=US Date: 2013.06.05 09:11:48 +0000</small>
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FINANCE REVIEW Fiscal Impact/Cost: N/A	Reviewed by Finance Director
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LEGAL REVIEW: N/A	Reviewed by County Attorney
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COUNTY MANAGER REVIEW: Minutes submitted 06/05/2013 - Not able to give to LCM for review prior to packet preparation - sjsb	Approved by County Manager to be Placed on Agenda
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RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN

Resolution No. _____	Policy No. _____	Ordinance No. _____
File No. _____	Continued To: _____	Referred To: _____
Other: _____	Approved: <i>K Williams</i>	Denied: _____
Comments: _____	6-6-13	



**Minutes of Special Budget Workshop
Lea County Board of Commissioners
May 21, 2013**

Chairman Fulfer called the meeting to order at 9:08 a.m. in the Lea County Event Center Banquet Room

Commissioners present were, to wit: Commissioner Dale Dunlap District 1, Commissioner Mike Whitehead District 2, Vice Chairman Ron Black District 3, Commissioner Thomas G. Pierce District 4 and Chairman Gregory H. Fulfer District 5.

Also present was County Manager Michael P. Gallagher

ITEM O1: Presentation of the Proposed Fiscal Year 2013 – 2014 Lea County Budget

- **Administrative Services (Finance/Grants/Information Technology) – Sherri Bunch, Director**

Manager Gallagher stated we are presenting for you today the proposed budget for fiscal year 2013-2014. Sherri Bunch our Finance Director will give you a brief overview of the budget that was previously discussed. After that each department head will present an overview of their accomplishments for the previous year and include some of the goals and objective for the upcoming year. Director Bunch presented a power point presentation regarding the budget for fiscal year 2013-2014. We have a current budgeted ending cash balance of \$70.9 million. We have estimated ending revenue of \$69 million. Our estimated expenditures is \$108 million, please remember that in that \$108 million includes some capital projects that will not be expended this fiscal year, but is included in our budget for ICIP and indication purposes. She gave a brief overview of the budget.

ROAD DEPARTMENT / AIRPORTS COREY NEEDHAM, DIRECTOR

Director Needham gave an overview of the projects and accomplishments for the road department for FY 2012-2013. He then issued a list of the projects and objectives for FY 2013-2014. Vice Chairman Black asked how much do you have for new chip seal? Director Needham stated about \$5 million. Manager Gallagher stated we have about \$5 million in the budget for new chip seal as well as roadway construction. Director Needham gave an overview of the airport projects and accomplishments for 2012-2013. He presented a list of his projects and objectives for the airport for, FY 2013-2014. Director Needham listed the completed capital improvement projects for FY 2012-2013. He listed the capital improvement projects and Objectives for FY 2013-2014.

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May 21, 2013

**EMERGENCY SERVICES/ENVIRONMENTAL SERVICES/MAINTENANCE
DEPARTMENT, LORENZO VELASQUEZ, DIRECTOR**

Director Velasquez presented an overview of the fire departments for July 1, 2012 to May 13, 2013. He listed his projects and objectives for emergency management and the Fire Marshal's Office for FY 2013-2014. He stated everything here is funded by the Fire Excise Tax Fund. Chairman Fulfer asked, do we purchase our trucks out of the excise tax, and how is that fund doing, we don't get that anymore do we? Manager Gallagher stated by the end of this year we are projected to have about \$1.5 million in that fund. In the schedule that we have to replace the trucks, we are looking for that fund to be completed in about 5-6 years. The option that we would have is to revisit and see if the voters would want to reinforce that tax. Chairman Fulfer, asked how are we coming on the trucks on being updated? Director Velasquez stated they are at about 50%. Some of them are getting to where they do need to be replaced. Director Velasquez reported on the environmental and floodplain for the FY 2012-2013. He listed the projects and objectives for FY 2013-2014. Commissioner Pierce asked do we have a service that comes and picks that oil up for us. Director Velasquez stated not at this time but, we are hoping to set that up. He listed the maintenance division's accomplishments for FY 2012-2013

LEA COUNTY COMMUNICATIONS AUTHORITY, ANGELA MARTINEZ, DIRECTOR,

Director Martinez listed the accomplishments for the LCCA since the consolidation. Chairman Fulfer asked what the date of the consolidation was. She stated June 26, 2012. Chairman Fulfer asked are you in your first budget cycle. She stated, no, this will be our second. Director Martinez listed the goals for 2013-2014. One of the goals is to have a revised JPA in place and start getting other municipalities on board with LCCA. Commissioner Whitehead asked if there was a target date when she wanted that to be completed? She stated she would like to have that completed by the end of this fiscal year. She presented a list of the capital outlay projects for FY 2013-2014. Chairman Fulfer asked on the Eunice and Jal Tower expansion is that construction of a new tower or putting communication equipment on an existing tower? She stated it is putting the communications equipment on existing towers. Chairman Fulfer asked if that would take care of the areas that are not getting service. After considerable discussion regarding the JPA with the County and the City of Hobbs, the Commission decided to take the funding off of the capital projects for the LCCA for now.

LEA COUNTY DETENTION FACILITY, PADDY DOWNEY, WARDEN,

Director Downey reported the financial statistics and inmate housing statistics for FY 2012-2013. He gave an overview of the detention centers accomplishments for the year and his requests for FY 2013-2014.

LEA COUNTY DWI AND Misd PROGRAM, KELLY FORD, DIRECTOR,

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Director Ford listed the accomplishments for the DWI program for FY 2012-2013. She gave an overview of the projected projects and objectives for FY 2013-2014.

QUALITY OF LIFE/ LEA COUNTY EVENT CENTER/FAIRGROUND, LYN EDWARDS, DIRECTOR

Director Edwards gave an overview of all of the events that have been at the Fairgrounds and a breakdown of the revenue from 2011-2012. She gave an overview of the events that have been to the Lea County Event Center. She listed the events that are coming up, and gave a comparison for attendance per month from the prior year.

HUMAN RESOURCES, JILL DENNIS, DIRECTOR

Director Dennis gave her goals for the upcoming years. She gave her goals for FY 2013-2014. She gave employee data for 2011 to date.

INFORMATION TECHNOLOGY, ROBERT LATHROP, DEPARTMENT SUPERVISOR,

Supervisor Lathrop gave the department accomplishments for FY 2012-2013. He listed his goals and budget for 2013-2014. Commissioner Pierce asked if there is a current generator. He stated, right now we have nothing at the courthouse other than battery backups.

FINANCE DEPARTMENT, SHERRI BUNCH, DIRECTOR

Director Bunch listed the accomplishments for FY 2012-2013. She proposed her budget for FY 2013-2014. She stated they received the State Auditor's Award for Accountability.

SPECIAL REVENUE – INDIGENT FUND

Director Bunch presented a brief overview of the indigent fund. She stated it is funded by gross receipts tax, and is funded to provide indigent health care to county residents. We are estimating an operations budget of about \$6.2 million. She explained where the funds are allocated.

SPECIAL REVENUE – DEBT SERVICE FUND

Director Bunch gave a brief overview of the debt service fund. At the beginning of the year the fund was \$11.3 million because of the refunding our debt balance has dropped to \$10 million. We are going to produce about a quarter of a million more in cash flow every fiscal year in the remainder of the 12 years, of this debt service.

PROPOSED SALARY AND BENEFITS

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She stated this proposed budget does include five increases in staff. She stated the legislation approved an increase in PERA this last session. Health insurance benefits increased as well this year. We are looking at a one-time COLA adjustment of 2%, and merit increases estimated at 3%. The total proposed salary and benefit increase is \$1.6 million.

PROPOSED CAPITAL PROJECTS

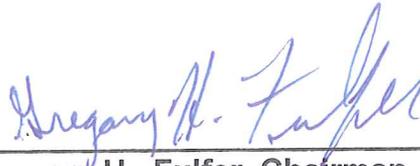
Director Bunch stated total proposed capital projects and equipment is \$48 million. We have total grant funding for \$8.2 million and our net proposed capital projects & equipment is \$39.8 million. Manager Gallagher gave a breakdown of how the capital projects are broken down on the slides, between total costs, what is budgeted for FY 2013-2014, grant funding, and net cost. The first two items are the items that have been deemed the most important by the Commission. We are waiting on design crews for the judicial complex and the Courthouse complex. If we were told to break ground on it this year that is the amount we would have funded for it. Chairman Fulfer stated, I would like to see a little more budget allocated in the Indoor Equestrian Center. After lengthy discussion, it was decided to cut \$250,000 from the water rights acquisition, \$250,000 from the Fairgrounds improvements, and \$500,000 from the detention facility to move \$1 million to the Indoor Equestrian Center. Director Bunch went through a breakdown of the remainder of the proposed capital projects and equipment for this fiscal year, there were no other changes to the proposed budget made. Commissioner Dunlap stated, I think we should set aside a certain amount for each town, say \$100,000.

Manager Gallagher stated by resolution the state requires that the preliminary budget be approved by May 30th and the Final Budget be approved by resolution by July 30th. Manager Gallagher stated what we are proposing is to have a discussion item and to have a resolution to consider approving, at the next commission meeting.

Chairman Fulfer adjourned the meeting at 12:06 p.m.

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**BOARD OF COUNTY COMMISSIONERS
LEA COUNTY, NEW MEXICO**



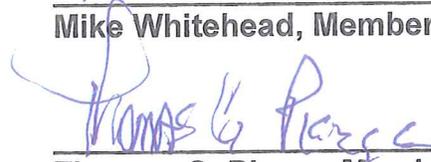
Gregory H. Fulfer, Chairman



Ron Black, Vice Chairman



Mike Whitehead, Member

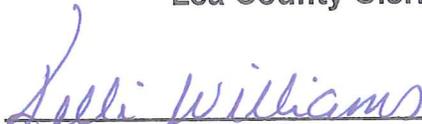


Thomas G. Pierce, Member



Dale Duniap, Member

**ATTEST: Pat Chappelle
Lea County Clerk**



Kelli Williams

