



NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

MINUTES

BOARD OF DIRECTORS REGULAR BUSINESS MEETING

October 21, 2020

Virtual Meeting

Held via ZOOM | Streamed & Recorded to [Facebook](#)

I. PRELIMINARY BUSINESS

A. CALL TO ORDER/INTRODUCTIONS/QUORUM.

Chairman *Billy Moore* [McKinley County] convened the meeting of the Board of Directors at 10:01AM. Roll call proceeded in the form of introductions around the table. In attendance were 15 Board Representatives/Alternatives, representing a quorum 9 of the 9 voting entities of the Board (100%), along with all COG staff and their CPA.

BOARD MEMBERS IN ATTENDANCE:

CIBOLA COUNTY: Judy Horacek; Martha Garcia
MCKINLEY COUNTY: Billy Moore; Anthony Dimas, Jr.;
SAN JUAN COUNTY: GloJean Todacheene
CITY OF AZTEC: Steve Mueller
CITY OF BLOOMFIELD: Jason Thomas
CITY OF FARMINGTON: Linda Rodgers; Julie Baird
CITY OF GALLUP: Fran Palochak; Louie Bonaguidi; Michael Schaaf;
CITY OF GRANTS: Laura Jaramillo; Erik Garcia
VILLAGE OF MILAN: Roseanne Lopez

GUESTS IN ATTENDANCE:

Representative Patty Lundstrom
Armando Sanchez, CPA

STAFF IN ATTENDANCE:

EXECUTIVE DIRECTOR: Evan Williams
ADMINISTRATIVE ASSISTANT: Martina Whitmore
PLANNING TEAM: Michael Sage, Brandon Howe, Angelina Howe, Carrie House,
Martina Whitmore, Robert Kuipers

B. AGENDA ADOPTION.

Chairman *Moore* provided an overview of the day's agenda topics.

ACTION: *Louie Bonaguidi* (Gallup) moved and *GloJean Todacheene* (San Juan County) seconded adoption of the agenda. Motion carried – see voting sheet.

C. MINUTES OF APRIL 15, 2020.

Chairman *Moore* introduced the minutes of April 15, 2020 for review and approval.

ACTION: *GloJean Todacheene* (San Juan County) moved and *Fran Palochak* (Gallup) seconded, to approve the Minutes of April 15, 2020 as presented. Motion carried – see voting sheet.

II. SPECIAL PRESENTATION

Representative Patty Lundstrom provided a preview of the Legislative Session in terms of how it likely will be conducted, budget perspective, and other major issues for this upcoming Session. We would invite you to watch this full presentation at: www.facebook.com/NWNMCOG

It was confirmed at this meeting that Brandon Howe will be taking over and leading COG's Legislative services including staffing the Session in Santa Fe and be predominantly focused on capital outlay. Representative Lundstrom did provide her perspective on this and reinforced the value that COG provides for its members in this regard.

III. REGIONAL PLAN PRESENTATIONS

Evan Williams asked his planning team to provide high-level overviews of several plans and updates underway at the COG, so the Board could understand their purpose, status, major components, and ways COG Board and stakeholders can get involved or provide input into these planning processes.

All plans, comment forms, presentations, and surveys are available on COG website at: <http://www.nwnmcog.com/current-plan-updates.html>

The Plans presented were as follows:

- Regional Transportation Plan, presented and lead by Robert Kuipers, RTPPO Program Manager
- Regional Comprehensive Economic Strategy (CEDS) Plan presented and lead by Michael Sage, Regional Economic Development Program Manager
- COVID-19 Regional Recovery Plan, presented and lead by Evan Williams, Executive Director
- Zuni Mountains Trail & Conservation Master Plan, presented and lead by Carrie House, Associate Planner

IV. EXECUTIVE/STAFF REPORT

- Staff Summary Report:** Executive Director Williams provided a summary of the past quarter's key activities and issues. Mr. Williams noted that the COG had a great year as reported in our [Annual Report](#) and historic first quarter of activity captured in our [Connecting the Dots newsletter](#). Since there was an incredible amount of highlights and impact this quarter instead of reporting it all, he asked each COG staff to provide one major highlight that resulted from their work with the team.
- Annual Report/CTD Newsletter:** *Same as Item #A.*
- Resolution:** Infrastructure Capital Improvement Plan (ICIP): This item was to ratify the submission and resolution for the COG's annual ICIP.

ACTION: *GloJean Todacheene* (San Juan County) moved and *Fran Palochak* (*Gallup*) seconded, to ratify the Resolution as submitted. Motion carried by acclamation.

V. FINANCIAL REPORT

- FY2020 Financial Report:** Armando Sanchez, CPA provided a brief overview of the fiscal year-end financial reports provided in the Board packet. The Board had directed staff to send these out at the last meeting, but due to the fact that there were being audited Mr. Williams decided

to wait until we had audited financials. Mr. Sanchez explained a couple of key items:

- The COG had moved some revenue into deferred revenue as it will be drawn down based on activity in this year and next.
- The COG's financial reports are in full accrual and not modified accrual, so they show non-cash items which is the reason for the -\$52,000 in the income statement. In actuality, the COG ended up with about \$35,000 to the positive. Mr. Sanchez will be working with the COG team to transition back to modified accrual to more accurately depict our financials and cash position starting FY2021.

- B. FY2021 Financial Report, Q1:** Armando Sanchez, CPA provided a brief overview of the first quarter financial reports provided in the Board packet, which reported about a \$17,000+ balance due to cost savings related to COVID-19.

ACTION: *Louie Bonaguidi* (Gallup) moved and *Martha Garcia* (Cibola County) seconded, to accept the FY2021 Financial Report, Quarter #1 as presented. Motion carried – see voting sheet.

- C. FY2021 Budget, Revision #2:** Mr. Williams presented the FY21 budget and explained new contracts and funding added to this budget. He explained pending contracts and the need to have some funding held in reserve. He also explained that member funds were down \$15,000 year over year and how important these funds are to meet Federal and State match requirements as well as retain COG staff and their capacity.

ACTION: *Louie Bonaguidi* (Gallup) moved and *Anthony Dimas, Jr.* (McKinley County) seconded, to accept the FY2021 Budget, Revision #2 as presented. Motion carried – see voting sheet.

- D. FY2020 Audit Status:** Mr. Williams reported that the audit was submitted on October 5, 2020 and is awaiting release by the State Auditor's office.

VI. ANNOUNCEMENTS; OTHER BUSINESS

- A. 2021 Board Meeting Calendar.** Mr. Williams presented the COG Board 12-month Master Calendar. Next meeting will be January 20, 2020, which will be held virtually.

ACTION: *Louie Bonaguidi* (Gallup) moved and *Martha Garcia* (Cibola County) seconded, to accept the FY2021 Board Meeting calendar as presented. Motion carried – see voting sheet.

- B. FY2021 COG Holiday Calendar.** Mr. Williams presented the COG Holiday Calendar and recommended approval.

ACTION: *Linda Rodgers* (Farmington) moved and *Anthony Dimas, Jr.* (McKinley County), to accept the FY2021 Holiday calendar as presented. Motion carried – see voting sheet.

- C. Announcements & General Comments:** Mr. Williams mentioned two items, the first with regards to COG staffing in Santa Fe and second that a member survey will be sent out for COG Board Member feedback.

VII. ADJOURNMENT

ACTION: *Fran Palochak* (Gallup) moved and *Linda Rodgers* (Farmington) seconded, to adjourn. Motion carried. Chairman Moore again thanked all Board members for their participate and patience for this virtual meeting and adjourned the meeting of the Board of Directors at 12:11PM. Motion carried by acclamation.

Respectfully submitted,

Evan J. Williams
Board Secretary and Executive Director

ATTEST: _____
Billy W. Moore
Board Chair