



## RESOLUTION 10-07

**WHEREAS** the Town of Taos has adopted its operating budget for the fiscal year ending June 30, 2010, and

**WHEREAS** the governing body of the Town of Taos, meeting in Regular Session this 23<sup>rd</sup> day of March, 2010 wishes to adjust its operating budget for the fiscal year ending June 30, 2010.

**NOW, THEREFORE** be it resolved that the governing body of the Town of Taos, meeting in Regular Session this 23<sup>rd</sup> day of March, 2010 adopts this budget adjustment and respectfully requests approval from the Local Government Division of the Department of Finance and Administration to effect this budget adjustment.

	<b>Amount</b>
<b>General Fund (11)</b>	
<u>Revenues and Other Sources:</u>	
Gross Receipts Tax (1%)	\$( 171,713.00)
Interfund Transfer In from GRT (1.225%) Fund 12	( 210,348.00)
Net decrease of other general fund revenues (see Attachment A)	<u>( 27,439.00)</u>
<b>Total</b>	<b>\$( 409,500.00)</b>
 <u>Revenues and Other Sources:</u>	
Interfund Transfer In from Fund 51	<b>Total</b> \$( 28,946.00)
 <u>Expenditures and other Financing Uses:</u>	
Interfund Transfer Out to Fund 29	\$( 5,000.00)
Interfund Transfer Out to Fund 43	( 15,565.00)
Interfund Transfer Out to Fund 34	<u>( 13,648.00)</u>
<b>Total</b>	<b>\$( 34,213.00)</b>

**Executive Department (11-11)**

Expenditures and other Financing Uses:

Personnel Services \$ 9,027.00  
Operating Expenses ( 8,556.00)

**Sub-Total \$ 471.00**

**Judicial Department (11-12)**

Expenditures and other Financing Uses:

Personnel Services \$ 3,143.00  
Operating Expenses ( 1,241.00)

**Sub-Total \$ 1,902.00**

**Finance Department (11-13)**

Expenditures and other Financing Uses:

Personnel Services \$ ( 470.00)  
Operating Expenses – Insurances ( 27,000.00)  
Operating Expenses – 10% reduction ( 5,914.00)

**Sub-Total \$ ( 33,384.00)**

**Police Department (11-14)**

Expenditures and other Financing Uses:

Personnel Services \$ ( 77,976.00)  
Operating Expenses – Insurances ( 18,864.00)  
Operating Expenses – 10% reduction ( 12,700.00)

**Sub-Total \$ ( 109,540.00)**

**Fire Department (11-15)**

Expenditures and other Financing Uses:

Personnel Services \$ 2,915.00  
Operating Expenses ( 9,745.00)

**Sub-Total \$( 6,830.00)**

**Streets Department (11-16)**

Expenditures and other Financing Uses:

Personnel Services \$ ( 56,254.00)  
Operating Expenses ( 21,578.00)

**Sub-Total \$ ( 77,832.00)**

**Recreation Department (11-17)**

Expenditures and other Financing Uses:

Personnel Services \$ ( 4,835.00)  
Operating Expenses ( 7,598.00)

**Sub-Total \$ ( 12,433.00)**

**Parks Department (11-18)**

Expenditures and other Financing Uses:

Personnel Services	\$ 12,447.00
Operating Expenses	<u>( 12,008.00)</u>
<b>Sub-Total</b>	<b>\$ 439.00</b>

**Fleet Department (11-19)**

Expenditures and other Financing Uses:

Personnel Services	\$ ( 2,561.00)
Operating Expenses	<u>( 5,500.00)</u>
<b>Sub-Total</b>	<b>\$ ( 8,061.00)</b>

**Community & Economic Development Department (11-20)**

Expenditures and other Financing Uses:

Personnel Services	\$ 4,042.00
Operating Expenses	<u>( 22,506.00)</u>
<b>Sub-Total</b>	<b>\$ ( 18,464.00)</b>

**Library Department (11-21)**

Expenditures and other Financing Uses:

Personnel Services	\$ (12,011.00)
Operating Expenses	<u>( 10,421.00)</u>
<b>Sub-Total</b>	<b>\$ ( 22,432.00)</b>

**Human Resources Department (11-22)**

Expenditures and other Financing Uses:

Personnel Services	\$ ( 2,814.00)
Operating Expenses	<u>( 12,223.00)</u>
<b>Sub-Total</b>	<b>\$ ( 15,037.00)</b>

**Buildings & Grounds Department (11-23)**

Expenditures and other Financing Uses:

Personnel Services	\$ ( 15,245.00)
Operating Expenses	<u>( 8,121.00)</u>
<b>Sub-Total</b>	<b>\$ ( 23,366.00)</b>

**Council (11-24)**

Expenditures and other Financing Uses:

Personnel Services	\$ 3,983.00
Operating Expenses	<u>(10,419.00)</u>
<b>Sub-Total</b>	<b>\$ ( 6,436.00)</b>

**Airport Department (11-25)**

Expenditures and other Financing Uses:

Personnel Services \$ ( 11,146.00)  
Operating Expenses ( 2,200.00)

**Sub-Total \$ ( 13,346.00)**

**Aquatics Department (11-28)**

Expenditures and other Financing Uses:

Personnel Services \$ ( 49,689.00)  
Operating Expenses ( 10,299.00)

**Sub-Total \$ ( 59,988.00)**

**Legal Department (11-29)**

Expenditures and other Financing Uses:

Personnel Services \$ 13,670.00  
Operating Expenses ( 21,938.00)

**Sub-Total \$ ( 8,268.00)**

**TOTAL NET DECREASE OF EXPENDITURES  
FROM ALL DEPARTMENTS**

**\$( 412,605.00)**

(To adjust the General Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year.)

**General State Shared Gross Receipts Fund (12)**

Revenues and Other Sources:

State Shared GRT 1.225 \$(210,348.00)

Expenditures and other Financing Uses:

Interfund Transfer Out to General Fund 11 \$(210,348.00)

(To adjust the General State Shared GRT Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year. These revenues are being decreased do to the shortfall in gross receipts taxes.)

## **General State Shared Gas Tax Income Fund (13)**

### Revenues and Other Sources:

State Shared Gasoline Tax \$ 57,277.00

### Expenditures and other Financing Uses:

Interfund Transfer Out to 1999 Gasoline Tax RB Fund (43) \$ 57,277.00

(To adjust the General State Shared Gas Tax Fund, these Mid-Year adjustments reflect the additional revenues being received for this fund and estimate through the end of the fiscal year for additional amounts.)

## **Fire Protection Fund (21)**

### Revenues and Other Sources:

State Fire Allotment \$ 57,594.00

### Expenditures and other Financing Uses:

Capital Outlay – Vehicles \$ 57,594.00

(To adjust the Fire Protection Fund, these Mid-Year adjustments reflect the additional revenues from the State Fire Allotment based on the change of the distribution formula which was done prior to our revenue estimate.)

## **Lodger's Tax Fund (23)**

### Revenues and Other Sources:

Lodger's Tax Revenues \$( 30,917.00)

### Expenditures and other Financing Uses:

Interfund Transfer Out to Fund 29 \$( 9,148.00)

Interfund Transfer Out to Fund 24 (Visitor Center) ( 3,509.00)

Interfund Transfer Out to Fund 27 ( 18,260.00)

Total \$( 30,917.00)

(To adjust the Lodger's Tax Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year.)

## **Lodger's Tax Promotional Fund (24)**

### Revenues and Other Sources:

Interfund Transfer In from Lodger's Tax Fund (23) \$( 3,509.00)

### **Visitors Center**

### Expenditures and other Financing Uses:

Personnel Services \$ 4,647.00

Operating Expenses ( 8,156.00)

Total \$ ( 3,509.00)

(To adjust the Lodger's Tax Promotional Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year.)

## **Law Enforcement Protection Fund (26)**

### Revenues and Other Sources:

Unreserved Fund Balance \$ 5,209.00

### Expenditures and other Financing Uses:

Operating Expense – Sensitive Items \$ 5,209.00

(To adjust the Law Enforcement Protection Fund, these Mid-Year adjustments reflect the unreserved amount in the fund from a carryover of the 08-09 fiscal year.)

## **Civic Center Fund (27)**

### Revenues and Other Sources:

Rentals \$ ( 5,000.00)

Catering & Services (10,000.00)

Sale of Materials ( 2,445.00)

Interfund Transfer In from Lodger's Tax Fund (23) ( 18,260.00)

Total \$ (35,705.00)

### Expenditures and other Financing Uses:

Personnel Services \$ (10,610.00)

Operating Expenses (25,095.00)

Total \$ (35,705.00)

(To adjust the Civic Center Fund, these Mid-Year adjustments reflect the budgeted operating expenses and transfers needed by departments through the end of fiscal year.)

## **Transportation Fund (29)**

### Revenues and Other Sources:

Interfund Transfer in from General Fund (11)	\$ ( 5,000.00)
Interfund Transfer in from Lodger's Tax Fund (23)	<u>( 9,148.00)</u>

Total \$ (14,148.00)

### Expenditures and other Financing Uses:

Personnel Services	\$ ( 3,076.00)
Operating Expenses	(10,278.00)
Capital Outlay	<u>( 794.00)</u>

Total \$ (14,148.00)

(To adjust the Transportation Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year.)

## **Community Grants Fund (30)**

### **Taos Express (30-10)**

#### Revenues and Other Sources:

Taos Express Revenues	\$ 5,544.00
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#### Expenditures and other Financing Uses:

Operating Expenses	\$ 5,544.00
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### **Municipal Court Automation Grant (30-12)**

#### Expenditures and other Financing Uses:

Operating Expenses	\$ 13,696.00
Capital Expenses	\$ (13,696.00)

### **State Library Grant in Aid**

#### Revenues and Other Sources:

Revenues – Grant	\$ 3,330.00
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#### Expenditures and other Financing Uses:

Operating Expenses	\$ 3,330.00
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### **Juvenile Justice Grant**

#### Revenues and Other Sources:

Revenues – Grant	\$ 3,000.00
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#### Expenditures and other Financing Uses:

Operating Expenses	\$ 3,000.00
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(To adjust the Community Grants Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year.)

### **Municipal Road Gas Tax Fund (31)**

Revenues and Other Sources:

Municipal Gas Tax \$ 32,379.00

Expenditures and other Financing Uses:

Interfund Transfer Out to Fund 43 \$ 32,379.00

(To adjust the Municipal Road Gas Tax Fund, these Mid-Year adjustments reflect the additional revenues being received for this fund and estimate through the end of the fiscal year for additional amounts.)

### **¼ GRT Capital Improvement Fund (32)**

Revenues and Other Sources:

¼ GRT Revenue \$(42,928.00)

Expenditures and other Financing Uses:

Interfund Transfer Out to Fund 40 \$(42,928.00)

(To adjust the ¼ GRT Capital Improvement Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year.)

### **Communications Fund (34)**

Revenues and Other Sources:

Taos County JPA \$ (13,648.00)

Interfund Transfer In – Town of Taos Match (13,648.00)

**Total \$ ( 27,296.00)**

Expenditures and other Financing Uses:

Personnel Services \$ ( 23,096.00)

Operating Expenses ( 4,200.00)

**Total \$ ( 27,296.00)**

(To adjust the Communications Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed by departments through the end of fiscal year.)

## 2009 NMFA PPRF Disadvantaged Program-Eco Park DS (40)

### Revenues and Other Sources:

Interfund Transfer In	\$(42,928.00)
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### Expenditures and other Financing Uses:

Operating Expenses – Debt Service	\$(42,928.00)
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(To adjust 2009 NMFA PPRF Disadvantaged Program Fund, these Mid-Year adjustments reflect the budgeted operating expenses, revenues and transfers needed through the end of fiscal year. The decrease is due to the closing of the loan being effective in November 2009 and not July 2009.)

## 1999 Gasoline Tax RB Fund (43)

### Revenues and Other Sources:

Interfund Transfer In from Fund 13	\$ 57,277.00
Interfund Transfer In from Fund 31	32,379.00
Interfund Transfer In from Fund 11	<u>(15,565.00)</u>
<b>Total</b>	<b>\$( 74,091.00)</b>

(To adjust the 1999 Gas Tax RB Fund, these Mid-Year adjustments reflect the additional revenues being received for this fund and estimate through the end of the fiscal year for additional amounts.)

## Facilities Improvements Fund (50)

### Revenues and Other Sources:

Interfund Transfer In From Fund 51	\$ ( 3,250.00)
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## MIS Telephone & Computer Equipment (50-42)

### Expenditures and other Financing Uses:

Operating Expenses	\$(11,969.00)
Capital Outlay	<u>8,719.00</u>
<b>Total</b>	<b>\$( 3,250.00)</b>

(To adjust the Facilities Improvements Fund, these Mid-Year adjustments reflect the budgeted operating expenses for the budgeted Facilities Improvement Project expenses by departments through the end of fiscal year.)

## Capital Improvements Fund (51)

### Revenues and Other Sources:

Revenues – Capital GRT	<b>Total</b> \$ (32,196.00)
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### Expenditures and other Financing Uses:

Interfund Transfer Out to Facilities Fund (50)	\$( 3,250.00)
Interfund Transfer Out to General Fund (11)	<u>( 28,946.00)</u>
<b>Total</b>	<b>\$( 32,196.00)</b>

### Expenditures and other Financing Uses:

Operating Expenses – <b>Town Hall Improvements (51-21)</b>	\$ 7,426.00
Capital Outlay – <b>Town Hall Improvements (51-21)</b>	<u>( 7,426.00)</u>
<b>Total</b>	<b>0.00</b>

(To adjust the Capital Improvements Fund, these Mid-Year adjustments reflect the budgeted operating expenses and revenues for the budgeted Capital Project expenses by departments through the end of fiscal year.)

## Water Enterprise Fund (62)

### Revenues and Other Sources:

Unreserved Fund Balance	<b>\$ 5,604.00</b>
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### **Water Department**

#### Expenditures and other Financing Uses:

Personnel Services	\$ ( 10,654.00)
Operating Expenses	<u>8,427.00</u>
<b>Sub-Total</b>	<b>\$( 2,227.00)</b>

### **Utility Billing Division**

#### Expenditures and other Financing Uses:

Personnel Services	\$ 5,170.00
Operating Expenses	<u>( 8,547.00)</u>
<b>Sub-Total</b>	<b>\$( 3,377.00)</b>

(To adjust the Water Enterprise Fund, these Mid-Year adjustments reflect the budgeted operating expenses and transfers needed by departments through the end of fiscal year.)

## **Wastewater Enterprise Fund (63)**

### Revenues and Other Sources:

Interfund Transfer in from Fund (81) \$ 15,879.00

Unreserved Fund Balance \$ 2,363.00

### **Wastewater Division**

### Expenditures and other Financing Uses:

Personnel Services - \$ ( 843.00)

Operating Expenses – ( 1,520.00)

Operating Expenses – **Treatment Plant Sludge Contract** 15,879.00

**Sub-Total** \$ ( 13,516.00)

(To adjust the Wastewater Fund, this Mid-Year adjustment reflects the budgeted operating expenses and transfers needed by departments through the end of fiscal year.)

## **Water Rights Fund (64)**

### Revenues and Other Sources:

Unreserved Fund Balance \$(10,000.00)

### Expenditures and other Financing Uses:

Operating Expenses – **Legal Services** \$10,000.00

(To adjust the Water Rights Fund, this Mid-Year adjustment reflects the budgeted operating expenses and transfers needed by departments through the end of fiscal year.)

## **Solid Waste Fund (65)**

### Revenues and Other Sources:

Unreserved Fund Balance \$(193,420.00)

### **Recycling Division**

### Expenditures and other Financing Uses:

Personnel Services \$(44,169.00)

Operating Expenses 2,402.00

Capital Outlay 240,000.00

**Sub-Total** \$198,233.00

(To adjust the Solid Waste Fund, this Mid-Year adjustment reflects the budgeted operating expenses and transfers needed by the department through the end of fiscal year.)

**Utility Improvements Fund (81)**

Revenues and Other Sources:

Interfund Transfer In \$ (15,879.00)

Expenditures and other Financing Uses:

Capital Outlay – **Manhole Grade Adjustment (81-13)** \$ ( 5,000.00)

Capital Outlay – **Water Valve Adjustment (81-16)** ( 5,000.00)

Capital Outlay – **Salazar Road/Paseo del Canon (81-51)** ( 5,879.00)

**Total** \$ ( 15,879.00)

(To adjust the Utility Improvements Fund, this Mid-Year adjustment reflects the budgeted operating expenses and transfers needed by departments through the end of fiscal year.)

**Taos Regional Landfill (82)**

Revenues and Other Sources:

Unreserved Fund Balance \$ 21,490.00

Expenditures and other Financing Uses:

Personnel Services \$ 2,337.00

Operating Expenses ( 23,827.00)

**Total** \$( 21,490.00)

(To adjust the Taos Regional Landfill Fund, this Mid-Year adjustment reflects the budgeted operating expenses and transfers needed by the department through the end of fiscal year.)

**PASSED, APPROVED, AND ADOPTED THIS 23<sup>rd</sup> DAY OF MARCH, 2010.**


Councilmember Rudy C. Abeyta yes

Councilmember A. Eugene Sanchez yes


Councilmember Amy J. Quintana yes

Councilmember Michael A. Silva yes

**TOWN OF TAOS**

  
Darren M. Cordova, Mayor

**ATTEST:**

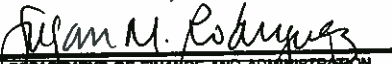
  
Renee Lucero, Town Clerk

APPROVED PURSUANT TO  
SECTION 6-6-2(G/H) NMSA 1978 COMP.  
LOCAL GOVERNMENT DIVISION

**APPROVED AS TO FORM:**

  
Allen Ferguson, Town Attorney

**APPROVED:**

DATE 5/5/10  
BY   
DEPARTMENT OF FINANCE AND ADMINISTRATION  
Date  
Department of Finance & Administration

MID-YEAR BAR SUMMARY  
2009-2010  
March 14, 2010

**GENERAL FUND SUMMARY:**

The Mid-Year Budget Adjustment process allows us to view what we have spent in the first six months and project what we need to for next six months. Even though we are eight months into the fiscal year our first review was done in November 2009. At that time we had experienced five consecutive months of decline on our gross receipt taxes and had budgeted 1.5% increase. At that time we had all departments reduce their operating expenses by 10% of the un-encumbered balance at November 30, 2009. Although we consider this our mid-year process like mentioned we have started since November 2009 and have gone through February 2010 analyzing our numbers on a monthly basis. We have arrived with the following figures as described:

**General Fund Revenues:** We have decreased our General Fund Revenues in the amount of \$409,500. The largest decrease is from the Gross Receipts Tax (1 cent) - \$171,713 and GRT (1.225 cent) - \$210,348. We arrived at these figures taking actual revenues from July 2009 through February 2010, adding what we received last FY with 0% percent increase. The remainder of \$27,439 is a net decrease of other general fund revenues as seen in Attachment A. Notable decreases within this figure are building permits and interest on investment. There was an increase to parking meter revenues.

**General Fund Expenditures:** After implementing the 10% decrease in November 2009 for operating and calculating personnel through February 2010 actuals, we have identified a total of \$412,605 between operating (\$229,637) and personnel (\$182,968). A significant amount of savings is from insurance costs that were budgeted, but after receipt of dividend credit and modifier reduced our amount by approximately \$100,000. Personnel decrease is from salaries for vacant positions including full-time, temporary and part-time, overtime, staff reorganization placing a freeze on some positions, decrease in worker's compensation insurance, medical and dental benefits along with PERA benefits.

**GENERAL STATE SHARED GAS TAX, MUNICIPAL GAS TAX & 1999 GAS TAX REVENUE BOND FUND:** Due to the increase in revenues both in the State and Municipal Gas Tax funds we have increased revenues by \$57,277 in fund 13 and \$32,379 in fund 31. These amounts are based on current revenues received through February 2010 and adding an average from the last 7 months. These revenues have increased since Smith's gas station has been in operation. You will also see an increase for transfer out to fund 43 to cover expenses for debt service and build up the fund for future debt service payments.

**FIRE PROTECTION FUND:**

We are increasing revenues and expenditures (Vehicle replacement) in the amount of \$57,594. This is due to additional revenues received from State Fire Allotment based on the change of the distribution formula, which was done after we had prepared our revenue projection.

**LODGER'S TAX SUMMARY:**

After reviewing and estimating revenues under this fund we anticipate being short approximately \$30,917, which means a decrease in the distribution of Lodger's tax for Transportation, Convention Center and Visitors Center with their respective allocations. The Convention Center has decreased revenues due to the shortage from the services they provide by \$17,445 along with the 10% from operating expenses. Transportation and Visitors center have decreased by the 10% requested.

**LAW ENFORCEMENT PROTECTION FUND:**

We are increasing expenditures in the amount of \$5,029.00. This is due to a carryover from FY 2008-2009 balance that was not budgeted this current year and needs to be spent before the end of FY 2009-2010.

**COMMUNITY GRANTS FUND:**

We are increasing revenues and expenditures for three projects - \$5,544-Taos Express, \$3,330-State Library Grant in Aid and \$3,000-Juvenile Justice Grant. These are due to additional grant money received and revenue collected for the Taos Express program. The other project is a transfer from capital to operating.

**¼ GRT CAPITAL IMPROVEMENT FUND:**

We are decreasing revenues and transfer out in the amount of \$42,928. This transfer out to the debt service fund for the Eco Park will not be needed due to the amount is less than budgeted because of the time issuance of the loan.

**COMMUNICATION FUND:**

With a 10% decrease in operating expense along with savings in personnel due to one vacant position on hold for a total of \$27,296 which half of this amount comes from general fund.

**CAPITAL PROJECTS:**

Within all projects throughout all Capital Funds we are experiencing a decrease of approximately \$32,196 from Infrastructure GRT and Capital GRT. This was taken care with a 10% decrease from MIS and decrease of transfer out to general fund.

**ENTERPRISE FUNDS:**

In the Water and Wastewater funds we are decreasing expenses with a combined amount of \$7,967. We are increasing revenues and expenditures in the Water Rights Fund for additional legal services - \$10,000. The Solid Waste Fund we are increasing a net amount of \$193,429 for the purchase of a new baler and bobcat. In the Landfill fund we are reducing expenditures in the amount of \$21,827 from the required 10% cut. In the Utility Construction Fund we are transferring \$15,879 to Wastewater Fund to cover the final amount owed to Waste Management for sludge disposal.