# Village of Taos Ski Valley TIDD Resolution No. 2019-25 ACCEPTANCE AND APPROVAL OF THE FY2018 AUDIT

**WHEREAS**, the Village of Taos Ski Valley TIDD is required by statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2018; and,

**WHEREAS**, the Village of Taos Ski Valley TIDD has directed the accomplishment of the audit for FY2018 be completed; and,

WHEREAS, this audit has been completed and presented to the Village of Taos Ski Valley TIDD per the February 7, 2019 letter from the Statue Auditor authorizing release of the FY2018 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."

**NOW THEREFORE, BE IT RESOLVED that** the Village of Taos Ski Valley TIDD does hereby accept and approve the completed audit report, with no findings as indicated within this document.

**ACCEPTED AND APPROVED** this 18<sup>th</sup> day of February, 2019 in regular session by the Village of Taos Ski Valley TIDD Board, at Village of Taos Ski Valley, Taos County, New Mexico.

PASSED,	ADOPTED,	AND APPROVE	D this 18th day of February, 2019.
VOTES: _	Yes	No	
MUNCIPAL GOV VILLAGE OF TA			W MEXICO
			ATTEST:
Neal King, Board	Chair		Ann M. Wooldridge TIDD, Clerk

Brian S. Colón, Esq. State Auditor



"Exhibit A

Natalie Cordova, CPA
Deputy State Auditor

## State of New Mexico OFFICE OF THE STATE AUDITOR

Via Email

February 7, 2019

SAO Ref. No. 10020

Neal King, Board Chair Village of Taos Ski Valley TIDD

nealkingtsv@cs.com

Re: Authorization to Release FY2018 Village of Taos Ski Valley TIDD Audit Report

The Office of the State Auditor (Office) received the audit report for your agency on 12/17/2018. The OSA has completed the review of the audit report required by Section 12-6-14(B) NMSA 1978 and 2.2.2.13 NMAC. This letter is your authorization to make the final payment to the Independent Public Accountant (IPA) who contracted with your agency to perform the financial and compliance audit. In accordance with the audit contract, the IPA is required to deliver to the agency the number of copies of the report specified in the contract.

Pursuant to Section 12-6-5 NMSA 1978, the audit report does not become a public record until five days after the date of this release letter, unless your agency has already submitted a written waiver to the OSA. Once the five-day period has expired, or upon the OSA's receipt of a written waiver:

- the OSA will send the report to the Department of Finance and Administration, the Legislative Finance Committee and other relevant oversight agencies;
- the OSA will post the report on its public website; and
- the agency and the IPA shall arrange for the IPA to present the report to the governing authority of the agency, per 2.2.2.10.M(4) NMAC, at a meeting held in accordance with the Open Meetings Act, if applicable.

Although no findings were reported in your report, please remember it is ultimately the responsibility of the governing authority of the agency to maintain adequate internal controls over financial reporting and compliance.

Sincerely,

Brian S. Colón, Esq. State Auditor

cc: Burt & Company, CPAs, LLC

#### Village of Taos Ski Valley TIDD Board of Directors Meeting Agenda Item

AGENDA ITEM TITLE: Acknowledgement of the Requirement for the Village of Taos Ski Valley TIDD Board Members to submit Outside Employment disclosure forms on an annual basis.

DATE: February 18, 2019

PRESENTED BY: Nancy Grabowski; Co-Treasurer

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION: The Village of Taos Ski Valley TIDD received a letter from the New Mexico State Auditor's office stating that the board was out of compliance with Section 10-16-4.2 NMSA Governmental Conduct Act.

Per Section 10-16-4.2 NMSA Governmental Conduct Act, "Village of Taos Ski Valley TIDD Board Members will be required to sign the Outside Disclosure Form if they are engaged in employment in addition to being members on the Village of Taos Ski Valley TIDD Board."

Accordingly, on an annual basis, the Board Chair and Board Members are required to and shall submit outside employment disclosure forms to acknowledge any employment other than their Board membership.

RECOMMENDATION: Staff recommends acknowledgment by the Board Members of this regulation and agreement that they will submit the required outside employment disclosure forms accordingly.



**Board Member Signature** 

TIDD BOARD MEMBERS From: TIDD CO-TREASURER Subject: OUTSIDE EMPLOYMENT DISCLOSURE Name: \_\_\_\_\_ Date:\_\_\_\_ This form is required according to TIDD Resolution No. 2018-14 Section 10-16-4.2 NMSA - Governmental Conduct Act DESCRIPTION OF OUTSIDE EMPLOYMENT:

Date

#### Village of Taos Ski Valley TIDD Board of Directors Meeting Agenda Item

AGENDA ITEM TITLE: Request for Acknowledgement and Approval of Payment to the Village of Taos Ski Valley for TIDD Clerk and Accounting Services for July-December 2018

DATE: February 18, 2019

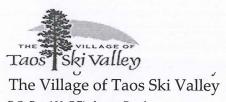
PRESENTED BY: Nancy Grabowski, Co-Treasurer

STATUS OF AGENDA ITEM: New Business

CAN THIS ITEM BE RESCHEDULED: Not Recommended

BACKGROUND INFORMATION: The Village of Taos Ski Valley adopted a resolution for the Village of Taos Ski Valley Tax Increment Development District in January 2015. Since that time the Staff has dedicated many hours of work to the district. The Village is requesting reimbursement for the Clerk's and Finance Director's time for specific, identifiable tasks which they have been performing from July-December 2018. Monthly invoices for these services, along with a summary recap are provided for the Board to review. Accounting expenses for this period total \$1,401.40 and Clerk expenses for the period are \$2,233.00. Total requested reimbursement for services for July-December 2018 is \$3,634.40

RECOMMENDATION: A motion from the Board is requested to acknowledge and approve payment to the Village for the July-December 2018 hours for the Clerk's and Finance Director's allocated time to the TIDD.



P.O. Box 100, 7 Firehouse Road

Taos Ski Valley, NM 87525

Vendor

Village of Taos Ski Valley TIDD PO Box 100 Taos Ski Valley, NM 87529

## **INVOICE**

Date: 1/1/2019

(575) 776-8220 (575) 776-1145 Fax vtsv@vtsv.org

Clerk Billing July-December 2018	Due on Receipt

Qty	Description	Job Name	Unit Price	Line Total
1.00	July Clerk services		321.18	321.18
1.00	August Clerk services	na mandada danga maganta ya masa	229.42	229.42
1.00	September Clerk services		229.42	229.42
1.00	October Clerk services		336.48	336,48
1.00	November Clerk Services		780.02	780.02
3.00	December Clerk services		336.48	336.48
1.00				-
			Subtotal	\$ 2,233.00
			Sales Tax	
			Total	\$ 2,233.00



(575) 776-8220 (575) 776-1145 Fax www.vtsv.org

## *INVOICE*

Date:	August	1,	201
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Bill To: Village of Taos Ski Valley TIDD

PO Box 100

y Clerk services for Taos Ski Valley TIDD	Due Upon Receipt
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Qly	Description Unit Price		
10.50	meeting preparation, 7/18/18 meeting 26.	00	273.0
a de la			
			-
	Subtotal	\$	273.00
	7.65% FICA	\$	20.88
	10% Administrative Fee	\$	27.30
	Amount Due	\$	321.18



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#### **INVOICE**

Date: September 1, 2018

Bill To: Village of Taos Ski Valley TIDD

PO Box 100

st Clerk services for Taos Ski Valley TIDD Due		Due U <sub>l</sub>	oon Receipt	
Qty	Description Uni	t Price	Line	Total
7.50	meeting preparation, minutes	26.00		195.0
7.50	incerning preparation, minutes	20.00		170.0
		Subtotal	\$	195
		.65% FICA	\$	14
	10% Admínis	trative Fee nount Due	\$	19 <b>22</b> 9



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#### **INVOICE**

October 1, 2018 Date:

Bill To: Village of Taos Ski Valley TIDD

PO Box 100

Taos Ski Valley, NM 87525

Comments	Terms
September Clerk services for Taos Ski Valley TIDD	Due Upon Receipt
Qty Description.	Unit Price Line Total

Qty	Description Unit Price		Line Total
7.50	meeting preparation,9/11/18 meeting, minutes	.00	195.00
	THE PERSON NAMED IN COLUMN TO A REPORT OF THE PERSON NAMED IN COLUMN TO		
		g	-
	Subtotal	\$	195.00
	7.65% FICA	\$	14.92
	10% Administrative Fee	\$	19.50

Amount Due 229.42



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#### **INVOICE**

Date: N

November 1, 2018

Bill To:

Village of Taos Ski Valley TIDD

PO Box 100

er Clerk s	ervices for Taos Ski Valley TIDD	Due Upon Receipt		
Qty	Description Ur	nit Price	(	ne Total
11.00	meeting minutes, TIDD elections	26.00	early approximation of the second	286.0
				-
		Subtotal	\$	286.0
		7.65% FICA	\$	21.
	10% Admini	istrative Fee	\$	28.
	A	mount Due	\$	336.4



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#### **INVOICE**

Date:	December 1, 2018	
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Bill To: Village of Taos Ski Valley TIDD

PO Box 100

Comments	Terms
November Clerk services for Taos Ski Valley TIDD	Due Upon Receipt

		Description	Qly
663.	26.00	11/14/18 meetings, meeting minutes, TIDD elections	25.50
663.0	Subtotal \$		
50.7	7.65% FICA \$		
66.3	Administrative Fee \$		
780.0	Amount Due \$		



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### **INVOICE**

Date: **January 1, 2018** 

Bill To:

Village of Taos Ski Valley TIDD

PO Box 100

Comments	Terms
December Clerk services for Taos Ski Valley TIDD	Due Upon Receipt

			Qty
286	26.00	election research, inquiries, meetings wrap-up and planning	11.00
-			
286.	Subtotal \$		
21.	7.65% FICA \$		
28.	10% Administrative Fee \$		
336.	Amount Due \$		



*INVOICE* 

Date: 12/31/18

(575) 776-8220 (575) 776-1145 Fax vtsv@vtsv.org

Bill To:

Village of Taos Ski Valley TIDD PO Box 100 Taos Ski Valley, NM 87529

Accounting Billing July-December 2018	Due on Receipt

Qty	Description	Job Name	Unit Price	Line Total
1.00	July 20178 Accounting services		580.79	580.79
1.00	August 2018 Accounting services		31.05	31.05
1.00	September 2018 Accounting service	s	208.18	208.18
1.00	October 2018 Accounting services		165.60	165.60
1.00	November 2018 Accounting service	s	227.71	227.71
1.00	December 2018 Accounting services	3	188.07	188.07
	Back up for each month has been profor board review	ovided		
			Subtotal	\$ 1 401 40

 Subtotal
 \$ 1,401.40

 Sales Tax
 Total
 \$ 1,401.40



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July 31, 2018 Date:

Bill To: Village of Taos Ski Valley TIDD

PO Box 100

Taos Ski Valley, NM 87525

Due Upon Receipt

Qty			
1.25	July 4, 2018 4th Q review, resolutions & agenda items work with analyst	35.19	43.99
4.25	July 6, 2018 Completed 4th Q, 2019 budget & supplemental documents	35.19	149.5
	Correspondence with DFA Special districts	35.19	
3.50	7/5/18 PBC documentation for auditors	35.19	123.1
1.75	7/18/18 TIDD quarterly meeting	35.19	61.5
2.25	7/18/18 Check, deposit, finalize 4th Q and FY2019 budget. Submitted	35.19	79.1
0.50	7/20/18 GRT reports, post, update audit accrual	35.19	17.6
0.50	7/31/18 AP checks/document accurals for audit	35.19	17.6
2.00	stamps	0.50	1.0

7.65% FICA

Amount Due

10% Administrative Fee

49.37 580.79

37.76



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#### **INVOICE**

Date: August 31, 2018

Bill To: Village of Taos Ski Valley TIDD

PO Box 100

st 2018 Acc	ounting services for Taos Ski Valley TIDD	Due Upon Receipt		
Qty	Description Unit Price Line Total			
0.75	August 15, 2018 deposit & AP Romero	35.19	26.3	
0.73	August 13, 2010 deposit & Al Rolleto	33.19	20.0	
	Control with the deputy some from the property of the control of t			
		Subtotal \$	26.3	
		7.65% FICA \$	2.0	
	10% Admir	istrative Fee \$	2.6	
		Amount Due \$	31.0	



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#### **INVOICE**

Date:

September 30, 2018

Bill To:

Village of Taos Ski Valley TIDD

PO Box 100

2018 Accor	counting services for Taos Ski Valley TIDD Due Up		oon Receipt
Qly	Description	Unit Price	Line Total
0.75	Sept 5 2018 GRT posting for August reports for Chaz	35.19	26.3
0.75	Sept 7, 2018 prep for 9/11 meeting	35.19	26.3
0.50	Sept 8, 2018 July and Aug banks, JV's and audit notes	35.19	17.6
2.50	Sept 11, 2018 attend special TIDD Meeting	35.19	87.9
0.50	Sept 13, 2018 AP audit/auditor correspondence	35.19	17.6
2.00	stamps	0.50	1.0
		Subtotal	§ 176.9
			§ 13.5
			i 17.7
		Amount Due	



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#### **INVOICE**

Date: October 31, 2018

Bill To: Village of Taos Ski Valley TIDD

PO Box 100

2010 A	counting services for Taos Ski Valley TIDD	Due Upon Receipt		COLUMN DE LA CORRECTION DE
Qly	Description	Unit Price	Lín	e Total
2.00	Oct 8, 2018: bank, grt AP, enter budget in QB, 1st Qtr report	35.19	AND GUILDING SALES	70.3
2.00	Oct 15 Audit work	35.19		70.3
				-
				-
				-
				-
		Subtotal	\$	140.7
		7.65% FICA	\$	10.7
	10% A	dministrative Fee	\$	14.0
		Amount Due	\$	165.60



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#### **INVOICE**

November 30, 2018 Date:

Bill To: Village of Taos Ski Valley TIDD

PO Box 100

Taos Ski Valley, NM 87525

Due Upon Receipt

Qty			
1.50	Nov 8, 2018 prep for board meeting 1st Qtr report/agenda/resolution	35.19	52.79
4.00	Nov 28, 2018 audit review/correspond with auditors to finalize	35.19	140.76
		Subtotal \$	193.55

7.65% FICA

10% Administrative Fee

Amount Due

19.35 227.71

14.81



**INVOICE** 

The Village of Taos Ski Valley P.O. Box 100, 7 Firehouse Road Taos Ski Valley, NM 87525

(575) 776-8220 (575) 776-1145 Fax www.vtsv.org Date: December 31, 2017

Bill To: Village of Taos Ski Valley TIDD

PO Box 100

Taos Ski Valley, NM 87525

Dec 2018 Accounting services for Taos Ski Valley TIDD	Due Upon Receipt

Qly		Unit Price	
1.00	Dec 13, 2018 Audit exit conference	35.19	35.19
2.00	Dec 17, 2018 Deposits AP, Bank recons Oct & Nov	35.19	70.38
3.00	stamps	0.50	1.50
1.50	Dec 20, 2018 pull grt reports researching with TRD issue with disbursement	35.19	52.79

Subtotal

7.65% FICA

10% Administrative Fee

Amount Due

\$ 159.86 \$ 12.23 \$ 15.99 \$ 188.07