

SAGUACHE COUNTY BOARD OF COMMISSIONERS
SPECIAL SESSION MEETING
TUESDAY, September 26, 2017

MINUTES

CALL TO ORDER:

The Meeting was called to order by Board Chair, Tim Lovato, at 10:00A.M., with the Following members present:

Tim Lovato, Commissioner, Board Chair
Ken Anderson, Commissioner
Jason Anderson, Commissioner
Lyn Lambert, County Co-Administrator
Wendi Maez, County Co-Administrator, Land Use Administrator
Rhiannon Curry for Carla Gomez, Clerk to the Board

AUDIT PRESENTATION, JESSICA BOGNER, WALL, SMITH, & BATEMAN:

Jessica Bogner of Wall, Smith, and Bateman attended the Special Session meeting to present the 2016 Saguache County Audit to the Commissioners. Bogner started by passing out audit packages to the Board so they could follow along with her review.

Mrs. Bogner asks Commissioners to turn to page 1 of their packet and reviews both Saguache County management and the Auditors responsibility in the presented audit. Management's responsibility being to prepare and fairly present financial statements to the auditors, and the auditor's responsibility being to express opinions about the financial statements, based on the audit. Budgetary comparison information is also prepared and given within the audit.

Bogner explains to Commissioners Page 4 of the audit review is simply a view of what the County looks like if it ran like a business with long term debt and capital assets. The County currently has \$8.3 million in current assets, \$6 million in non-current assets for a total of \$14.3 million in assets.

Bogner refers Commissioners to page 5 of the audit, commenting this is the Counties income statement with total expenses of \$12.2 million dollars. Bogner goes on to comment that the County could not operate without the taxes being paid by the citizens of the County. Bogner also explains to Commissioners, if they were to hold last year's audit to this one and compare line by line, it would give a reasonable comparison and show if the County was improving or deteriorating.

Bogner asks Commissioners to turn to page 8, where fund balances are reflected. Bogner comments that the fund balance increased by \$829,000 and that all funds across the board increased the fund balance for 2016. On page, 10 total assets and liabilities are reviewed showing a net position for the County of \$104,000. Bogner then refers the BOCC to page 13, and explains there are funds not being run through the Treasurer's office and suggests they really should be.

Bogner gives Commissioners a synopsis of the audit and its findings. Commissioner Jason Anderson asks Mrs. Bogner to give the findings in laymen terms so it is easier to understand. Mrs. Bogner advises the BOCC that there are some policy and procedures to be put in place to ensure that departments are completing the jobs and in a timely fashion. She believes that internal controls were put in place along the way, however so many departments have different procedures that these procedures can get lost without direct oversight. Bogner suggests that monthly reconciliations are done on the department levels with Administration, so that they are not so difficult to find and correct at the end of the year during the audit.

Bogner comments that discrepancies were corrected verbally, however there was not a paper trail to adequately document the discrepancies were corrected. She suggests a paper trail documenting the error and the correction should be done every time. Bogner also advises Commissioners she has spoken with Co-Administrators Lambert and Maez regarding a corrective action plan that can be put together with Management and the Commissioners to address issues going forward.

Commissioner Lovato questions if the auditors verify the amount of funds in reserves with the Banking Institution and Bogner confirms this to be the case. Bogner also advises Commissioners that due to regulations management is more responsible for the findings and gather of information than in previous years, items the auditors used to perform on the Counties behalf, now have to be performed by Elected Officials and Department heads. Bogner advises Commissioners the audit will need to be accepted with a motion, so that it can be sent to the State by Friday.

**MOTION BY COMMISSIONER JASON ANDERSON TO ACCEPT THE FINANCIAL STATEMENTS FOR 2016 AS PRESENTED BY WALL, SMITH, AND BATEMAN.
SECOND BY COMMISSIONER KEN ANDERSON
VOTES IN FAVOR: 3 VOTES AGAINST: 0
MOTION CARRIED**

**MOTION BY COMMISSIONER JASON ANDERSON TO AMEND THE AGENDA FOR THE SPECIAL SESSION MEETING, MOVING THE OEM JOB DESCRIPTION TO ANOTHER WORK SESSION DATE.
SECOND BY COMMISSIONER KEN ANDERSON
VOTES IN FAVOR: 3 VOTES AGAINST: 0
MOTION CARRIED**


**MOTION BY COMMISSIONER JASON ANDERSON TO ADJOURN THE SPECIAL SESSION MEETING AT 10:41A.M. SEEING NO FURTHER BUSINESS.
SECOND BY COMMISSIONER KEN ANDERSON
VOTES IN FAVOR: 3 VOTES AGAINST: 0
MOTION CARRIED**

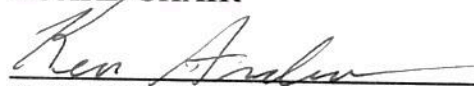
~~RESPECTFULLY SUBMITTED:~~


~~RHIANNON CURRY FOR
CARLA GOMEZ, CLERK & RECORDER~~

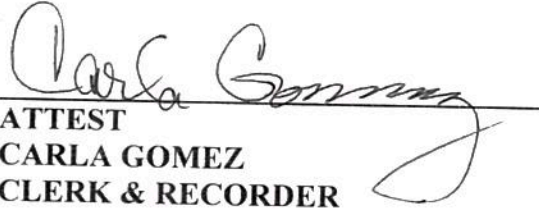
DATE MINUTES APPROVED: October 3, 2017




TIM LOVATO, COMMISSIONER,
BOARD CHAIR


KEN ANDERSON, COMMISSIONER


JASON ANDERSON, COMMISSIONER


ATTEST
CARLA GOMEZ
CLERK & RECORDER