

TIF Committee Meeting Minutes

Location: City of Belen City Council Chambers
Date: March 2, 2:00pm
Time: Steve Tomita, Darleen Aragon, Steven Pettit, Chief James Harris, Summer Ludwig, Councilman Steve Holdman, Vidal Torres **Absent:** Councilman Frank Ortega, Chief Charles Cox, Jeffrey Gatewood and Judge Keith Norwood
Attendees:

Agenda items

To Approve the Agenda, by Chief James Harris; SECOND by Darleen Aragon.
Unanimously

MOTION:

APPROVED; To Approve the Minutes from 12/1/2022 TIF Committee meeting, by Darlene Aragon;
SECOND by Chief James Harris. APPROVED; Unanimously.

MOTION:

Discussion With Possible Action items

1. Police Department/Community Preservation Department request for COMCATE Code Enforcement Manager with Animal Control:

- a. Chief Harris presented that the total needed for 80% of the amount is \$7,809.60. Discussion was had between members and a consensus was arrived that TIF could fund at 100% because this software will be customer facing and the public will interact with the application.
- b. Optional Products - Fee Tracker - \$775 and GIS Enterprise - \$4,700 Total Year One Investment of \$5,475. Steven Pettitt advised that he could add the software costs into the IT budget and they would not have to be paid from the TIF fund.

MOTION: by Chief Harris to approve the Comcate Proposal as presented by Chief Harris and Vidal Torres, with the annual license fees to be paid by the IT Department. This means a total of \$4,131 for the Code Enforcement Manager and \$2,250 for the Add-on products for a grand total of \$6,381 to be provided by TIF. The amounts to be covered by IT are \$5,631 for the Code Enforcement Manager and \$3,225 for the Add-ons for a total of \$8,856. SECOND by Darleen Aragon. APPROVED; Unanimously.

Next Meeting

Thursday, June 1st, 2023 at 2pm at City Hall

Adjournment

By Steve Tomita at 2:44pm.