



# Alamogordo City Commission

## NOTICE OF MEETING

### Regular Meeting Agenda

January 26, 2016 - 7:00 PM  
City Hall, City Commission Chambers  
1376 E. Ninth St.

Susie Galea ..... Mayor  
Robert Rentschler ..... Mayor Pro-Tem, District 3  
Jason Baldwin ..... District 1  
Nadia Sikes ..... District 2  
Jenny Turnbull ..... District 4  
Al Hernandez ..... District 5  
Cliff Hudson ..... District 6  
  
George Straface ..... Interim City Manager  
Stephen Thies ..... City Attorney  
Nancy Jacobs ..... City Clerk

#### MISSION STATEMENT as Adopted by the City Commission on March 24, 1995.

*The City of Alamogordo is a Municipal Corporation that exists solely for the purpose of providing the best possible services to our customers, the citizens of Alamogordo. We are committed to providing these services with honesty, integrity, compassion, fairness, and a commitment to excellence.*

*We are committed to the long-term financial stability and responsible growth of the City and all decisions will be driven by our commitment to provide the best services possible in a financially sound and responsible manner given the economic realities facing the City.*

*In accordance with Section 10-15-1.D, NMSA 1978 (2010 Cumulative Supplement), this agenda has been posted on the bulletin board located in the east/west lobby of the City Hall and in the glass case located outside the north entrance of the City Hall, distributed to the appropriate news media, and posted on the City website: <http://ci.alamogordo.nm.us> within the required time frame. As a courtesy, the entire Agenda Packet has also been posted on the City of Alamogordo website: <http://ci.alamogordo.nm.us>*

*The Mayor and City Commission request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Commission Chambers to respond to or to conduct a phone conversation. The Alamogordo Commission Chambers is wheelchair accessible. Other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Clerk's Office at 575-439-4205.*

#### CALL TO ORDER & ROLL CALL

*Announce the presence of a Quorum.*

#### INVOCATION & PLEDGE OF ALLEGIANCE

#### APPROVAL OF AGENDA

#### PRESENTATIONS

1. Recognition of Police Chief Robert Duncan for his service to the City of Alamogordo. (Susie Galea, Mayor)

## **CITY MANAGER'S REPORT**

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## **REMARKS AND INQUIRIES BY THE CITY COMMISSION**

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### **CONSENT AGENDA** (Roll Call Vote Required for an Ordinance or Resolution)

*All matters listed under the Consent Agenda are considered to be routine by the City Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

2. Approve the Minutes for the January 12, 2016 Regular City Commission Meeting. *(Nancy Jacobs, City Clerk)*
3. Approve the statement related to the Executive Session held on January 12, 2016. *(Nancy Jacobs, City Clerk)*
4. Accept the Investment Report for the Quarter ending December 31, 2015, in accordance with the City of Alamogordo Investment Ordinances. *(Julianne Hall, Accounting Manager)*
5. Annual Reports from City Boards, Commissions and Committees for Calendar Year 2015. *(Rachel Hughs, Deputy City Clerk)*
6. Consider, and act upon, Resolution No. 2016-01 determining reasonable notice of meetings of the Alamogordo City Commission (Open Meetings Act). *(Nancy Jacobs, City Clerk)* **(Roll Call vote required)**
7. Consider, and act upon, Resolution No. 2016-04 listing the candidates as they will appear on the ballot, designating polling places and appointing the Precinct Board Members for the March 1, 2016 Municipal Election. *(Nancy Jacobs, City Clerk)* **(Roll Call vote required)**
8. Consider, and act upon, the Third Amendment to the Memorandum of Agreement (MOA) between the New Mexico Department of Transportation and the City of Alamogordo for federal assistance under the Federal Highway Administration - Recreational Trails Program for the Washington Avenue Trail Project in the amount of \$72,023, with a twenty (20) percent local match. *(Ruben Segura, City Planner/Grants Coordinator)*
9. Consider, and act upon, Award of Public Works Bid No. 2015-015 for \$225,743 (excluding NMGR) to File Construction, LLC related to the Base Bid work on the Reclaimed Water Line Looping Project. Consider, and act upon, permission to Award Bid Alternate 1 work of Public Works Bid No. 2015-015 for \$151,897 (excluding NMGR) to File Construction, LLC contingent upon execution of a Pipeline Crossing Agreement with Union Pacific Railroad. *(Chris Darnell, City Engineer)*

### **ITEMS REMOVED FROM CONSENT AGENDA**

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### **NEW BUSINESS**

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10. Consider, and act upon, a request from Mrs. Sandra Shaw to refund payment of Utility Lien at 2306 Harvard Avenue. *(Stephen Thies, City Attorney)*
11. Consider, and act upon, sewer service line failure at 1202 Juniper. *(Brian Cesar, Public Works Director)*
12. Consider, and act upon, a sewer service line failure at 2405 East 10th Street. *(Brian Cesar, Public Works Director)*
13. Appointments to Boards and Committees. *(Susie Galea, Mayor)*

### **WORK SESSION**

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14. Topic: Debt services in relation to the next phase of Flood Control.

## **ADJOURNMENT**

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# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 1.

**Submitted By:** Nancy Jacobs, City Clerk

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**Subject:** Recognition of Police Chief Robert Duncan for his service to the City of Alamogordo. (*Susie Galea, Mayor*)

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:**

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**Background:** Police Chief Robert Duncan will be retiring from the Alamogordo Police Department on February 1, 2016.

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 2.

**Submitted By:** Nancy Jacobs, City Clerk

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**Subject:** Approve the Minutes for the January 12, 2016 Regular City Commission Meeting. *(Nancy Jacobs, City Clerk)*

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Approve the minutes.

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**Background:** This is required per the Open Meetings Act.

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/20/2016

**Report No:** 3.

**Submitted By:** Nancy Jacobs, City Clerk

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**Subject:** Approve the statement related to the Executive Session held on January 12, 2016. *(Nancy Jacobs, City Clerk)*

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Approve the following statements authorize them to be included in the minutes of January 26, 2016: "The Governing Body of the City of Alamogordo, New Mexico, hereby states that on January 12, 2016 a Closed Executive Session was held during the Regular Meeting and the matters discussed in the closed meeting were limited only to: Limited Personnel Matters and union matters (APSOA negotiations) as posted on the meeting notice."

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**Background:** The statement is required per the Open Meetings Act.

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 4.

**Submitted By:** Julianne Hall, Accounting Manager

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**Subject:** Accept the Investment Report for the Quarter ending December 31, 2015, in accordance with the City of Alamogordo Investment Ordinances. *(Julianne Hall, Accounting Manager)*

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Accept the Quarterly Investment Report for the period ending December 31, 2015

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**Background:** The City of Alamogordo ended the quarter with an investment portfolio totaling \$67,812,581. The portfolio was made up of:

|                                |                      |                |
|--------------------------------|----------------------|----------------|
| State Investment Pool          | \$ 4,862             | or 0.01%       |
| Short Term Investments         | \$ 1,539,375         | or 2.27%       |
| US Treasury Notes/Agency Bonds | \$ 36,587,983        | or 53.95%      |
| Certificates of Deposits       | \$ 29,680,361        | or 43.77%      |
| <b>Total Investments:</b>      | <b>\$ 67,812,581</b> | <b>100.00%</b> |

Total gains (losses) for the quarter ended December 31, 2015, on maturities and/or called agency notes were \$0. Interest earned during the quarter on a cash basis was \$234,755.

Interest Income Budget Comparison for all Funds is as follows:

|                           |            |                  |
|---------------------------|------------|------------------|
| Interest Earned Budget    | \$ 675,663 |                  |
| Interest Received to Date | \$ 422,182 | 62.48% of budget |

**Note:** The investments mature at different times through out the year and 73% of the investments mature within three years. They are reinvested as they mature, so that they continue to roll over to be available for projects when needed.

**CITY OF ALAMOGORDO  
INVESTMENT SUMMARY  
BY FUND  
December 31, 2015**

| <b>FUND<br/>NO.</b> | <b>FUND<br/>DESCRIPTION</b>    | <b>PER FUND<br/>INVESTMENT</b> |
|---------------------|--------------------------------|--------------------------------|
| 11                  | GENERAL OPERATING              | 5,605,201.08                   |
| 12                  | INTERNAL SERVICE               | 40,419.42                      |
| 16                  | LODGER'S TAX-PROMOTIONS        | 86,939.32                      |
| 19                  | COURT AUTOMATION               | 35,343.11                      |
| 20                  | LODGER'S TAX-CITY SHARE        | 158,645.18                     |
| 21                  | D.A.R.E. DONATIONS             | 9,204.28                       |
| 22                  | GIFT FUND                      | 29,665.07                      |
| 28                  | POLICE CONTINGENCY             | 27,525.08                      |
| 31                  | CEMETERY-PERPETUAL CARE        | 772,906.49                     |
| 33                  | FIRE PROTECTION FUND           | 793,592.83                     |
| 37                  | ST HIGHWAY CLEANUP             | 82,891.12                      |
| 38                  | TRAFFIC SAFETY                 | 37,987.04                      |
| 42                  | 84 GRT                         | 3,111,011.57                   |
| 44                  | TRANSPORTATION FUND            | 336,614.53                     |
| 49                  | 86 GRT                         | 8,412,249.88                   |
| 50                  | PROPERTY ACQUISITION           | 100,838.85                     |
| 53                  | GO BOND P&I                    | 88,940.01                      |
| 54                  | REVERSE OSMOSIS PRJ RSV        | 85,862.71                      |
| 56                  | 99 GRT FLOOD CONTROL           | 567,781.36                     |
| 59                  | GRT P & I                      | 7,436.82                       |
| 61                  | 91 GRT INFRASTRUCTURE          | 528,001.45                     |
| 69                  | 94 GROSS RECEIPTS TAX          | 2,251,054.55                   |
| 74                  | SENIOR GIFT FUND               | 97,579.44                      |
| 81                  | WATER/SEWER OPERATIONS         | 10,221,409.97                  |
| 82                  | 1998 JT. WATER/SEWER BOND P&I  | 447,767.34                     |
| 86                  | SOLID WASTE                    | 230,402.30                     |
| 89                  | ESGRT .0625%                   | 1,941,819.61                   |
| 90                  | GOLF COURSE                    | 35,538.41                      |
| 91                  | AIRPORT                        | 145,708.43                     |
| 94                  | LANDFILL OPERATIONS            | 4,244,343.12                   |
| 96                  | FLEET COLLISION                | 722,644.11                     |
| 104                 | UTILITY DEPOSITS               | 698,730.29                     |
| 105                 | ECONOMIC DEVELOPMENT GRT       | 5,669,972.18                   |
| 107                 | LIABILITY/DEDUCTABLE INSURANCE | 439,585.19                     |
| 109                 | 2004 CAPITAL OUTLAY GRT        | 8,130,600.41                   |
| 114                 | SIDEWALK REVOLVING LOANS       | 132,296.16                     |
| 117                 | 2011 JT W/S REF/IMP REV BOND   | 405,440.03                     |
| 119                 | 11 GRT REF/IMP REV BOND        | 1,470,328.76                   |
| 121                 | 2015 GO BONDS-FUN CENTER       | 5,941,981.40                   |
| 122                 | 2015 GO BONDS - STREETS        | 3,458,871.97                   |
| 901                 | HOUSING LOW RENT OPER          | 96,450.36                      |
| 903                 | HOUEING HOMEOWNERSHIP OPR      | 111,000.00                     |
| <b>TOTAL:</b>       |                                | <b>67,812,581.23</b>           |

**CITY OF ALAMOGORDO**

**COLLATERALIZATION SUMMARY REPORT**

MONTH CLOSING:

**December 31, 2015**

| <u>Financial Institution</u>      | <u>Amount of<br/>City Funds</u> | <u>FDIC<br/>Amount</u> | <u>Amount<br/>Uninsured</u> | <u>Required<br/>Collateral per<br/>NMSA 1978<br/>6-10-17</u> | <u>Amount to be<br/>Collateralized</u> | <u>Collateral<br/>Pledged by<br/>Financial<br/>Institutions</u> | <u>Over/(Under)<br/>Pledged</u> | <u>At Risk</u>      |
|-----------------------------------|---------------------------------|------------------------|-----------------------------|--------------------------------------------------------------|----------------------------------------|-----------------------------------------------------------------|---------------------------------|---------------------|
| 1) State Treasurer's Pool - COA   | \$ 4,862                        | 0                      | \$ 4,862                    | 50.00%                                                       | 2,431                                  |                                                                 |                                 | 4,862               |
| State Treasurer's Pool - PHA      | (0)                             | 0                      | (0)                         | 50.00%                                                       |                                        |                                                                 |                                 |                     |
| 2) Wells Fargo                    | \$ 5,014,475                    |                        |                             |                                                              |                                        |                                                                 |                                 |                     |
| Wells Fargo - PHA                 | \$ 207,450                      | -                      |                             |                                                              |                                        |                                                                 |                                 |                     |
|                                   | <u>\$ 5,221,925</u>             | <u>250,000</u>         | <u>\$ 4,971,925</u>         | <u>50.00%</u>                                                | <u>2,485,963</u>                       | <u>2,493,176</u>                                                | <u>7,213</u>                    | <u>2,478,750</u>    |
| a. Wells Fargo Sweep              | \$ 136,508                      | -                      | \$ 136,508                  | 50.00%                                                       | 68,254                                 | 138,938                                                         | 70,685                          | (2,431)             |
| b. WFBS Money Market Mutual Funds | \$ 1,317,450                    | n/a                    |                             |                                                              |                                        |                                                                 |                                 |                     |
| Wells Fargo - securities - CDs    | \$ 23,250,000                   | 23,250,000             | \$ -                        | 50.00%                                                       |                                        |                                                                 |                                 |                     |
| c. Wells Fargo - securities       | \$ 33,733,707                   | n/a                    |                             |                                                              |                                        |                                                                 |                                 |                     |
| d. RBC Investments - securities   | \$ 2,854,276                    | n/a                    |                             |                                                              |                                        |                                                                 |                                 |                     |
| First National - Alamogordo       | \$ 6,395,165                    | 250,000                | \$ 6,145,165                | 50.00%                                                       | 3,072,582                              | 3,768,822                                                       | 696,240                         | 2,376,343           |
| First National - Alamogordo - PHA | \$ 1,419,677                    | -                      | \$ 1,419,677                | 50.00%                                                       | 709,839                                | 1,570,043                                                       | 860,204                         | (150,365)           |
| Western Bank                      | \$ 1,807,526                    | 250,000                | \$ 1,557,526                | 50.00%                                                       | 778,763                                | 1,675,311                                                       | 896,548                         | (117,785)           |
| First Savings Bank                | \$ 1,286,533                    | 250,000                | \$ 1,036,533                | 50.00%                                                       | 518,267                                | 708,515                                                         | 190,249                         | 328,018             |
| Bank '34                          | \$ 250,000                      | 250,000                | \$ -                        | 50.00%                                                       | -                                      |                                                                 | -                               | -                   |
| First American Bank               | \$ 1,276,893                    | 250,000                | \$ 1,026,893                | 50.00%                                                       | 513,447                                | 1,040,235                                                       | 526,788                         | (13,342)            |
| Pioneer Bank                      | \$ 257,280                      | 250,000                | \$ 7,280                    | 50.00%                                                       | 3,640                                  | 55,369                                                          | 51,729                          | (48,089)            |
| Bank of the West                  | \$ 256,716                      | 250,000                | \$ 6,716                    | 50.00%                                                       | 3,358                                  | 37,519                                                          | 34,161                          | (30,803)            |
| Washington Federal                | \$ 1,295,413                    | 250,000                | \$ 1,045,413                | 50.00%                                                       | 522,706                                | 1,076,813                                                       | 554,107                         | (31,400)            |
| 3) New Mexico Finance Authority   | \$ 118,674                      | n/a                    |                             |                                                              |                                        |                                                                 |                                 |                     |
| 4) Bank of New York Mellon        | \$ 1,183,929                    | n/a                    |                             |                                                              |                                        |                                                                 |                                 |                     |
| <b>TOTAL</b>                      | <b>\$ 82,066,535</b>            |                        | <b>\$ 17,358,499</b>        |                                                              | <b>\$ 8,679,249</b>                    | <b>\$ 12,564,741</b>                                            | <b>\$ 3,887,923</b>             | <b>\$ 4,793,757</b> |

1) These funds are invested in 7-day and 14 day Treasury bills and fully-collateralized bank deposits; per NM STO correspondence Feb. 27, 2009. Per State Treasurer's Investment Policy authorized investments are U.S. Govt. Obligations, Investment Grade commer

- 2) a. Wells Fargo Sweep is collateralized at 102%  
b. Wells Fargo Securities Money Market account is invested in U.S government securities.  
c. Federal Home Loan Notes, Freddie Mac & Fannie Mae are backed by the full faith and credit of the U.S. government.  
d. RBC investments transferred to Wells Fargo Brokerage Service May 2013.

3) NMFA is a governmental agency which must itself comply with state investment policies

4) Bank of New York Mellon accounts were transferred mid May 2011 to BNY - NMFA Cons DS Res Fund

INVESTMENT SUMMARY AS OF  
December 31, 2015

CITY OF ALAMOGORDO INVESTMENT REPORT

| INSTITUTION<br>INVESTED IN                | INV<br>TYPE         | CUSIP      | INVESTMENT<br>AMOUNT<br>BOOK VALUE | MARKET<br>VALUE | MARKET<br>GAIN<br>(LOSS) | RATE OF<br>RETURN | MATURITY<br>DATE | PURCHASE<br>DATE | FY 15 - 16<br>Y-T-D<br>EARNINGS |
|-------------------------------------------|---------------------|------------|------------------------------------|-----------------|--------------------------|-------------------|------------------|------------------|---------------------------------|
| ST. INVESTMENT POOL - COA                 | ST. INVEST POOL-COA |            | \$4,861.97                         | \$4,861.97      | 0                        | 0.213%            | DAILY            | N/A              | 3                               |
| ST. INVESTMENT POOL - PHA                 | ST. INVEST POOL-PHA |            | (0.00)                             | (0.00)          | 0                        |                   | DAILY            | N/A              | -                               |
| Western Bank (CD# 81186796)               | CD                  |            | \$258,651.80                       | 258,651.80      | 0                        | 1.250%            | 02/06/18         | 02/06/13         | 1,609                           |
| Western Bank (CD# 81186879)               | CD                  |            | \$258,669.32                       | 258,669.32      | 0                        | 1.250%            | 03/11/18         | 03/11/13         | 1,601                           |
| Western Bank (CD# 81186944)               | CD                  |            | \$775,156.36                       | 775,156.36      | 0                        | 1.200%            | 03/22/18         | 03/22/13         | 4,643                           |
| Western Bank (CD# 81187231)               | CD                  |            | \$515,048.08                       | 515,048.08      | 0                        | 1.710%            | 02/10/19         | 02/10/14         | 4,386                           |
| First Savings Bank (CD#13312297)          | CD                  |            | \$258,651.80                       | 258,651.80      | 0                        | 1.250%            | 02/07/18         | 02/07/13         | 1,609                           |
| First Savings Bank (CD# 13401520)         | CD                  |            | \$1,027,881.45                     | 1,027,881.45    | 0                        | 1.000%            | 03/12/18         | 03/12/13         | 5,134                           |
| Bank '34 (CD#0101004984)                  | CD                  |            | \$250,000.00                       | 250,000.00      | 0                        | 1.490%            | 02/08/18         | 02/08/13         | 1,871                           |
| First American Bank (CD#603372527)        | CD                  |            | \$255,783.06                       | 255,783.06      | 0                        | 1.150%            | 02/12/18         | 02/12/13         | -                               |
| First American Bank (CD# 603372528)       | CD                  |            | \$1,021,110.25                     | 1,021,110.25    | 0                        | 1.050%            | 03/22/18         | 03/22/13         | -                               |
| Pioneer Bank (CD#30100640)                | CD                  |            | \$257,280.05                       | 257,280.05      | 0                        | 1.000%            | 02/12/18         | 02/12/13         | 1,292                           |
| Bank of the West (CD#029771907)           | CD                  |            | \$256,716.15                       | 256,716.15      | 0                        | 0.950%            | 03/20/18         | 03/20/13         | 1,236                           |
| Washington Federal (CD# 172-200282-9)     | CD                  |            | \$260,876.53                       | 260,876.53      | 0                        | 1.550%            | 03/22/18         | 03/27/13         | 2,016                           |
| Washington Federal (CD# 172-200283-7)     | CD                  |            | \$1,034,536.24                     | 1,034,536.24    | 0                        | 1.250%            | 04/09/18         | 04/09/13         | 6,463                           |
| Wells Fargo (Camden Natl Bank)            | CD                  | 133033DM9  | \$250,000.00                       | \$251,565.75    | 1,566                    | 1.700%            | 09/15/17         | 09/16/11         | 2,131                           |
| Wells Fargo (Luana Savings Bank)          | CD                  | 549103KB4  | \$250,000.00                       | \$250,730.25    | 730                      | 1.200%            | 10/05/16         | 10/05/11         | 1,504                           |
| Wells Fargo (Ally Bank UT)                | CD                  | 02005QXH1  | -                                  | -               | 0                        | 1.550%            | 11/09/15         | 11/09/11         | 1,953                           |
| Wells Fargo (GE Capital Financial Int)    | CD                  | 36160XZD2  | \$250,000.00                       | \$252,655.00    | 2,655                    | 2.100%            | 11/16/16         | 11/16/11         | 2,647                           |
| Wells Fargo (GE Capital Retail)           | CD                  | 36157PDL0  | \$250,000.00                       | \$252,094.25    | 2,094                    | 1.750%            | 05/18/17         | 05/18/12         | 2,205                           |
| Wells Fargo (Peapack Gladstone Bk)        | CD                  | 704692AA0  | \$250,000.00                       | \$249,401.00    | (599)                    | 1.000%            | 06/12/17         | 06/12/12         | 1,253                           |
| Wells Fargo (Bank Holland Mich)           | CD                  | 062649XS2  | \$250,000.00                       | \$245,338.00    | (4,662)                  | 1.250%            | 12/27/18         | 06/27/12         | 1,567                           |
| Wells Fargo (Mbank)                       | CD                  | 55275FGU6  | \$250,000.00                       | \$250,181.00    | 181                      | 0.800%            | 06/26/16         | 06/29/12         | 1,003                           |
| Wells Fargo (First Business Bank)         | CD                  | 31938QYS7  | -                                  | -               | 0                        | 0.650%            | 07/17/15         | 07/17/12         | 806                             |
| Wells Fargo (Flushing SB)                 | CD                  | 344030ER8  | -                                  | -               | 0                        | 0.750%            | 07/27/15         | 07/27/12         | 216                             |
| Wells Fargo (Sallie Mae Bk)               | CD                  | 795450PA7  | \$250,000.00                       | \$252,104.00    | 2,104                    | 1.700%            | 08/22/17         | 08/22/12         | 2,108                           |
| Wells Fargo (World Finl Cap Bk)           | CD                  | 98146QDJ7  | \$250,000.00                       | \$245,665.75    | (4,334)                  | 1.600%            | 08/26/19         | 08/24/12         | 2,006                           |
| Wells Fargo (Banco Popular North Amer)    | CD                  | 05965GSW7  | \$125,000.00                       | \$124,994.63    | (5)                      | 0.500%            | 03/07/16         | 03/06/13         | 315                             |
| Wells Fargo (Banco Popular North Amer)    | CD                  | 05965GSX50 | \$125,000.00                       | \$125,219.63    | 220                      | 0.700%            | 03/06/17         | 03/06/13         | 441                             |
| Wells Fargo (BMW Bank of NA)              | CD                  | 05568P3M7  | \$250,000.00                       | \$247,909.00    | (2,091)                  | 1.350%            | 06/28/18         | 06/28/13         | 1,692                           |
| Wells Fargo (American Express)            | CD                  | 02587DRJ9  | \$250,000.00                       | \$251,186.50    | 1,187                    | 1.900%            | 08/08/18         | 08/08/13         | 2,355                           |
| Wells Fargo (Citi Bank)                   | CD                  | 17284CKX1  | \$250,000.00                       | \$250,277.25    | 277                      | 1.800%            | 08/14/18         | 08/14/13         | 2,232                           |
| Wells Fargo (Bank of Baroda)              | CD                  | 0606244X8  | \$250,000.00                       | \$251,205.25    | 1,205                    | 2.000%            | 10/09/18         | 10/08/13         | 2,507                           |
| Wells Fargo (First Bank of Highland)      | CD                  | 319141AJ6  | \$250,000.00                       | \$250,818.75    | 819                      | 1.800%            | 11/27/18         | 11/27/13         | 2,268                           |
| Wells Fargo (Marlin Business Bank)        | CD                  | 57116AHC5  | -                                  | -               | 0                        | 0.185%            | 12/04/18         | 12/04/13         | 1,939                           |
| Wells Fargo (Third Federal S&L Assn)      | CD                  | 88413QAJ7  | \$250,000.00                       | \$250,338.50    | 339                      | 1.600%            | 11/26/18         | 02/26/14         | 1,984                           |
| Wells Fargo (Oriental Bank)               | CD                  | 686184UT7  | \$160,000.00                       | \$159,986.08    | (14)                     | 0.650%            | 07/11/16         | 07/11/14         | 521                             |
| Wells Fargo (Merrick Bk South Jordan Uta) | CD                  | 59013JAP4  | \$250,000.00                       | \$249,922.50    | (78)                     | 0.650%            | 07/18/16         | 07/18/14         | 815                             |

| INSTITUTION<br>INVESTED IN                 | INV<br>TYPE | CUSIP     | INVESTMENT<br>AMOUNT<br>BOOK VALUE | MARKET<br>VALUE | MARKET<br>GAIN<br>(LOSS) | RATE OF<br>RETURN | MATURITY<br>DATE | PURCHASE<br>DATE | FY 15 - 16<br>Y-T-D |
|--------------------------------------------|-------------|-----------|------------------------------------|-----------------|--------------------------|-------------------|------------------|------------------|---------------------|
|                                            |             |           |                                    |                 |                          |                   |                  |                  | EARNINGS            |
| Wells Fargo (Customers Bank)               | CD          | 23204HBN7 | \$250,000.00                       | \$249,917.75    | (82)                     | 0.600%            | 07/25/16         | 07/23/14         | 744                 |
| Wells Fargo (Americanwest Bk)              | CD          | 030590DR1 | \$250,000.00                       | \$249,917.75    | (82)                     | 0.600%            | 07/25/16         | 07/25/14         | 744                 |
| Wells Fargo (Town North Bk)                | CD          | 89213TLE0 | \$90,000.00                        | \$89,975.34     | (25)                     | 0.600%            | 07/26/16         | 07/25/14         | 268                 |
| Wells Fargo (Capital One Bk)               | CD          | 140420PQ7 | \$250,000.00                       | \$250,262.50    | 263                      | 0.950%            | 10/11/16         | 10/08/14         | 1,191               |
| Wells Fargo (Peoples Utd Bk)               | CD          | 71270QHV1 | \$250,000.00                       | \$250,073.50    | 74                       | 0.850%            | 10/11/16         | 10/08/14         | 1,065               |
| Wells Fargo (Bk of Clarke Cnty Berryville) | CD          | 061257AY7 | \$250,000.00                       | \$249,514.25    | (486)                    | 1.100%            | 04/10/17         | 10/09/14         | 1,379               |
| Wells Fargo (United Cmnty Bk Chatham Hl)   | CD          | 90983WAZ4 | \$250,000.00                       | \$249,495.25    | (505)                    | 1.000%            | 04/13/17         | 10/14/14         | 1,253               |
| Wells Fargo (Community Finl Svcs Bk KY)    | CD          | 20364AAQ8 | \$250,000.00                       | \$250,006.25    | 6                        | 0.800%            | 10/17/16         | 10/17/14         | 1,003               |
| Wells Fargo (State Bk India NY)            | CD          | 8562842P8 | \$250,000.00                       | \$251,003.50    | 1,004                    | 2.250%            | 10/17/19         | 10/17/14         | 2,820               |
| Wells Fargo (Goldman Sachs Bank)           | CD          | 38148JJK8 | \$250,000.00                       | \$246,389.25    | (3,611)                  | 2.000%            | 01/28/20         | 01/28/15         | 2,479               |
| Wells Fargo (Investors Bank)               | CD          | 46176PDU6 | \$250,000.00                       | \$249,987.00    | (13)                     | 0.500%            | 04/28/16         | 01/30/15         | 620                 |
| Wells Fargo (Bank of India)                | CD          | 06278CN84 | \$250,000.00                       | \$249,986.00    | (14)                     | 0.400%            | 01/27/16         | 01/30/15         | -                   |
| Wells Fargo (Everbank)                     | CD          | 29976DUZ1 | \$250,000.00                       | \$249,992.25    | (8)                      | 0.450%            | 01/29/16         | 01/30/15         | -                   |
| Wells Fargo (Mahopac Bank)                 | CD          | 560160AR4 | \$250,000.00                       | \$249,977.25    | (23)                     | 0.350%            | 01/29/16         | 01/30/15         | -                   |
| Wells Fargo (First Mo St Bk)               | CD          | 32100LAW5 | \$250,000.00                       | \$250,026.00    | 26                       | 0.500%            | 08/01/16         | 01/30/15         | 620                 |
| Wells Fargo (First Niagara Bk)             | CD          | 33583CMN6 | \$250,000.00                       | \$250,026.00    | 26                       | 0.600%            | 08/01/16         | 01/30/15         | 744                 |
| Wells Fargo (Mizuho Bank)                  | CD          | 60688MJT2 | -                                  |                 | 0                        | 0.250%            | 08/04/15         | 02/04/15         | 310                 |
| Wells Fargo (Santander Bk Natl Assn)       | CD          | 80280JDK4 | -                                  |                 | 0                        | 0.350%            | 08/04/15         | 02/04/15         | 434                 |
| Wells Fargo (Apple Bank)                   | CD          | 03784JET7 | \$250,000.00                       | \$249,980.00    | (20)                     | 0.400%            | 02/04/16         | 02/04/15         | -                   |
| Wells Fargo (Bank of China)                | CD          | 06426TCM9 | \$250,000.00                       | \$249,980.00    | (20)                     | 0.400%            | 02/04/16         | 02/04/15         | -                   |
| Wells Fargo (USAmeribank)                  | CD          | 917312CP3 | \$250,000.00                       | \$249,970.25    | (30)                     | 0.350%            | 02/04/16         | 02/04/15         | -                   |
| Wells Fargo (Plains Comm Bk)               | CD          | 72651LAM6 | -                                  |                 | 0                        | 0.250%            | 08/05/15         | 02/05/15         | 310                 |
| Wells Fargo (Bank Hapoalim B M)            | CD          | 06251AF54 | \$250,000.00                       | \$249,986.75    | (13)                     | 0.450%            | 02/09/16         | 02/09/15         | -                   |
| Wells Fargo (First Svgs Bk)                | CD          | 33621LBG7 | -                                  |                 | 0                        | 0.250%            | 08/20/15         | 02/20/15         | 104                 |
| Wells Fargo (Franklin Synergy Bk)          | CD          | 35471TBP6 | \$250,000.00                       | \$249,522.00    | (478)                    | 0.850%            | 03/10/17         | 03/11/15         | 1,065               |
| Wells Fargo (Belmont Svgs Bk)              | CD          | 080515BH1 | \$250,000.00                       | \$249,086.50    | (914)                    | 1.100%            | 03/06/18         | 03/12/15         | 1,341               |
| Wells Fargo (Dollar Bank FSB)              | CD          | 25665QAR6 | \$250,000.00                       | \$249,964.00    | (36)                     | 0.450%            | 03/11/16         | 03/13/15         | -                   |
| Wells Fargo (JPMorgan Chase Bk)            | CD          | 48125T3D5 | \$250,000.00                       | \$249,086.00    | (914)                    | 1.300%            | 03/13/18         | 03/13/15         | 1,629               |
| Wells Fargo (Safra National Bank)          | CD          | 78658QLV3 | \$250,000.00                       | \$249,982.25    | (18)                     | 0.500%            | 03/16/16         | 03/16/15         | -                   |
| Wells Fargo (Capital Bank Miami)           | CD          | 139800BY1 | \$250,000.00                       | \$249,909.25    | (91)                     | 0.600%            | 09/19/16         | 03/18/15         | 756                 |
| Wells Fargo (Bankunited)                   | CD          | 066519AN9 | \$250,000.00                       | \$249,817.75    | (182)                    | 0.850%            | 03/20/17         | 03/20/15         | 1,071               |
| Wells Fargo (Berkshire Bk)                 | CD          | 084601DM2 | \$250,000.00                       | \$249,908.50    | (92)                     | 0.650%            | 09/30/16         | 03/31/15         | 819                 |
| Wells Fargo (Avidbank)                     | CD          | 05368TAA9 | \$250,000.00                       | \$249,887.50    | (113)                    | 0.400%            | 04/15/16         | 04/15/15         | -                   |
| Wells Fargo (Discover Bank)                | CD          | 254672LV8 | \$250,000.00                       | \$247,375.25    | (2,625)                  | 1.850%            | 04/15/20         | 04/15/15         | 2,319               |
| Wells Fargo (Landmark Cmnty Bk)            | CD          | 51507LAT1 | \$250,000.00                       | \$246,838.25    | (3,162)                  | 1.050%            | 04/16/18         | 04/16/15         | 1,316               |
| Wells Fargo (Conestoga Bank)               | CD          | 20701PBL7 | \$250,000.00                       | \$249,541.50    | (459)                    | 0.750%            | 05/01/17         | 05/01/15         | 940                 |
| Wells Fargo (Crescom Bank)                 | CD          | 225862CF6 | \$250,000.00                       | \$249,330.50    | (670)                    | 0.550%            | 11/21/16         | 08/21/15         | 460                 |
| Wells Fargo (Midland Sts Bk)               | CD          | 59774QEU2 | \$250,000.00                       | \$249,798.75    | (201)                    | 0.900%            | 02/13/17         | 08/21/15         | 518                 |
| Wells Fargo (Bank of North Carolina)       | CD          | 06414QWL9 | \$250,000.00                       | \$249,785.50    | (215)                    | 0.900%            | 02/21/17         | 08/21/15         | 752                 |
| Wells Fargo (East Boston Savings Bk)       | CD          | 27113PAH4 | \$250,000.00                       | \$249,699.50    | (301)                    | 1.000%            | 05/24/17         | 08/24/15         | 836                 |
| Wells Fargo (BBCN Bank)                    | CD          | 073296BU8 | \$250,000.00                       | \$249,809.25    | (191)                    | 0.550%            | 08/25/16         | 08/25/15         | 460                 |
| Wells Fargo (Santander Bank)               | CD          | 80280JHG9 | \$250,000.00                       | \$249,860.25    | (140)                    | 0.500%            | 05/26/16         | 08/26/15         | -                   |

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|-------------------------------------------|----------------------|-----------|------------------------------------|-----------------|--------------------------|-------------------|------------------|------------------|---------------------|
|                                           |                      |           |                                    |                 |                          |                   |                  |                  | EARNINGS            |
|                                           |                      |           |                                    |                 |                          |                   |                  |                  |                     |
| Wells Fargo (Capital One NA)              | CD                   | 14042E5X4 | \$250,000.00                       | \$249,726.75    | (273)                    | 0.900%            | 02/27/17         | 08/26/15         | -                   |
| Wells Fargo (Plains State Bank)           | CD                   | 726547AJ1 | \$250,000.00                       | \$249,726.75    | (273)                    | 0.900%            | 02/27/17         | 08/26/15         | -                   |
| Wells Fargo (Little Bank)                 | CD                   | 53700PDM5 | \$250,000.00                       | \$249,688.75    | (311)                    | 0.900%            | 05/26/17         | 08/26/15         | -                   |
| Wells Fargo (Southside Bank)              | CD                   | 84470QFD4 | \$250,000.00                       | \$249,614.75    | (385)                    | 0.500%            | 08/26/16         | 08/28/15         | 418                 |
| Wells Fargo (ESSA B&T)                    | CD                   | 29667RMZ3 | \$250,000.00                       | \$249,693.00    | (307)                    | 0.550%            | 08/28/16         | 08/28/15         | -                   |
| Wells Fargo (Cathay Bank)                 | CD                   | 149159KT1 | \$250,000.00                       | \$249,696.50    | (304)                    | 0.950%            | 05/30/17         | 08/28/15         | 794                 |
| Wells Fargo (Washington County Bk)        | CD                   | 93754PAK3 | \$250,000.00                       | \$249,381.25    | (619)                    | 1.250%            | 09/24/18         | 09/23/15         | 779                 |
| Wells Fargo (Mercantil CommerceBA)        | CD                   | 58733ABZ1 | \$250,000.00                       | \$249,219.25    | (781)                    | 1.450%            | 03/26/18         | 09/25/15         | -                   |
| Wells Fargo (First General Bank)          | CD                   | 320337BJ6 | \$250,000.00                       | \$249,348.75    | (651)                    | 1.200%            | 09/28/18         | 09/30/15         | 748                 |
| Wells Fargo (United Bankers Bank)         | CD                   | 909557EW6 | \$250,000.00                       | \$249,282.75    | (717)                    | 1.300%            | 09/28/18         | 09/30/15         | 810                 |
| Wells Fargo (Webbank)                     | CD                   | 947547HR9 | \$250,000.00                       | \$248,345.00    | (1,655)                  | 1.300%            | 04/02/18         | 10/01/15         | 543                 |
| Wells Fargo (National Cooperative Bk)     | CD                   | 635573AB4 | \$250,000.00                       | \$249,113.75    | (886)                    | 1.200%            | 04/02/18         | 10/02/15         | -                   |
| Wells Fargo (Lincoln Savings Bk)          | CD                   | 534732AE2 | \$250,000.00                       | \$249,126.25    | (874)                    | 1.150%            | 05/09/18         | 10/09/15         | 480                 |
| Wells Fargo (TCF Natl Bk)                 | CD                   | 872278QB5 | \$250,000.00                       | \$249,185.00    | (815)                    | 0.950%            | 10/16/17         | 10/14/15         | -                   |
| Wells Fargo (Gorham Svgs Bk ME)           | CD                   | 383052DJ3 | \$250,000.00                       | \$249,211.50    | (789)                    | 1.200%            | 10/15/18         | 10/14/15         | 501                 |
| Wells Fargo (Synovus Bk Columbus GA)      | CD                   | 87164DHF0 | \$250,000.00                       | \$249,229.00    | (771)                    | 1.000%            | 10/16/17         | 10/15/15         | -                   |
| Wells Fargo (Enerbank USA UT)             | CD                   | 29266NS24 | \$250,000.00                       | \$249,015.50    | (985)                    | 1.500%            | 10/16/19         | 10/16/15         | 627                 |
| Wells Fargo (First Finl Northwest Bk)     | CD                   | 32022MAC2 | \$250,000.00                       | \$249,012.75    | (987)                    | 1.350%            | 10/16/19         | 10/16/15         | 564                 |
| Wells Fargo (First Fmrs Bk & Tr Converse) | CD                   | 320165HC0 | \$250,000.00                       | \$249,134.25    | (866)                    | 1.400%            | 04/22/19         | 10/21/15         | 585                 |
| Wells Fargo (First Bk Fin Cen)            | CD                   | 31911QDG7 | \$250,000.00                       | \$249,193.00    | (807)                    | 0.950%            | 10/20/17         | 10/22/15         | 397                 |
| Wells Fargo (Katahdin Trust Co)           | CD                   | 485836FC9 | \$250,000.00                       | \$249,549.50    | (451)                    | 0.450%            | 10/20/16         | 10/23/15         | -                   |
| Wells Fargo (Midstates Bk)                | CD                   | 598047AX6 | \$250,000.00                       | \$249,585.25    | (415)                    | 0.450%            | 10/21/16         | 10/23/15         | -                   |
| Wells Fargo (Hardin County Bk)            | CD                   | 411822BT5 | \$250,000.00                       | \$249,588.75    | (411)                    | 0.450%            | 10/26/16         | 10/26/15         | 188                 |
| Wells Fargo (Aimbank)                     | CD                   | 00889WAU9 | \$250,000.00                       | \$249,025.75    | (974)                    | 1.150%            | 10/29/18         | 10/28/15         | 480                 |
| Wells Fargo (Preferred Bk LA CA)          | CD                   | 740367EJ2 | \$250,000.00                       | \$249,150.25    | (850)                    | 0.750%            | 10/30/17         | 10/30/15         | 313                 |
| Wells Fargo (First Texoma Natl Bk)        | CD                   | 33717WAA2 | \$250,000.00                       | \$249,133.50    | (867)                    | 0.850%            | 10/27/17         | 10/29/15         | 355                 |
| Wells Fargo (Standard Bk & Tr)            | CD                   | 853117QK8 | \$250,000.00                       | \$249,541.25    | (459)                    | 0.550%            | 10/28/16         | 10/30/15         | -                   |
| Wells Fargo (Stearns Bk NA)               | CD                   | 857894QE2 | \$250,000.00                       | \$249,561.50    | (439)                    | 0.450%            | 10/28/16         | 10/30/15         | -                   |
| Wells Fargo (Comenity Capital Bank)       | CD                   | 20033ANP7 | -                                  |                 |                          | 0.600%            | 11/02/16         | 11/02/15         | 8                   |
| Wells Fargo (Beal Bk USA Las Vegas Nev)   | CD                   | 07370WUX2 | \$250,000.00                       | \$249,521.75    | (478)                    | 0.500%            | 11/02/16         | 11/04/15         | -                   |
| Wells Fargo (First Foundation Bank)       | CD                   | 32026UAF3 | \$250,000.00                       | \$249,513.25    | (487)                    | 0.450%            | 11/04/16         | 11/04/15         | -                   |
| Wells Fargo (Mizuho Bank USA)             | CD                   | 60688MRE6 | \$250,000.00                       | \$248,526.34    | (1,474)                  | 0.550%            | 11/04/16         | 11/04/15         | -                   |
| Wells Fargo (BMO Harris Bank NA)          | CD                   | 05573J6C3 | \$250,000.00                       | \$249,006.25    | (994)                    | 1.100%            | 11/06/17         | 11/04/15         | -                   |
| Wells Fargo (Community Bk Chesapeake)     | CD                   | 20350AAX9 | \$250,000.00                       | \$249,654.75    | (345)                    | 0.350%            | 08/05/16         | 11/06/15         | 72                  |
| Wells Fargo (Cardinal Bk Natl Assn VA)    | CD                   | 14147VFG6 | \$250,000.00                       | \$249,796.00    | (204)                    | 0.350%            | 05/10/16         | 11/10/15         | 72                  |
| Wells Fargo (Pinnacle Bk Jasper Ala)      | CD                   | 723451AY6 | \$250,000.00                       | \$249,487.50    | (513)                    | 0.450%            | 11/10/16         | 11/12/15         | 92                  |
| Wells Fargo (Old National Bk)             | CD                   | 680061GQ5 | \$250,000.00                       | \$249,487.25    | (513)                    | 0.500%            | 11/10/16         | 11/12/15         | -                   |
| Wells Fargo (HSBC Bk)                     | CD                   | 40434AC72 | \$250,000.00                       | \$248,315.50    | (1,685)                  | 1.600%            | 11/17/20         | 11/17/15         | -                   |
| Wells Fargo (USNY Bk)                     | CD                   | 90344LCD9 | \$250,000.00                       | \$249,494.75    | (505)                    | 0.500%            | 11/28/16         | 11/27/15         | 103                 |
|                                           |                      |           |                                    |                 |                          |                   |                  |                  |                     |
| Wells Fargo (N Mexico Dona Ana Brh Cm)    | N Mexico Dona Ana Br | 257578DV3 | \$111,686.60                       | \$110,277.00    | (1,410)                  | 4.000%            | 08/01/22         | 08/13/12         | 1,149               |
| Wells Fargo (San Juan Cnty N Mex Cent)    | San Juan Cnty N Mex  | 798359JS5 | \$255,378.55                       | \$253,637.50    | (1,741)                  | 3.000%            | 08/01/16         | 08/21/12         | 805                 |

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|------------------------------------------|-----------------------------|-----------|------------------------------------|-----------------|--------------------------|-------------------|------------------|------------------|---------------------|
|                                          |                             |           |                                    |                 |                          |                   |                  |                  | EARNINGS            |
| Wells Fargo (Central N Mexico Cmnty Co   | Central N Mexico Cmnty      | 154625BA4 | \$140,471.91                       | \$140,524.80    | 53                       | 3.500%            | 08/15/19         | 09/07/12         | 942                 |
| Wells Fargo (New Mexico St Hosp Equip    | New Mexico St Hosp Equip    | 647370FU4 | \$5,202.41                         | \$5,143.70      | (59)                     | 5.500%            | 08/01/16         | 09/10/12         | 25                  |
| Wells Fargo (New Mexico St Hosp Equip    | New Mexico St Hosp Equip    | 647370FZ3 | \$109,312.61                       | \$108,048.15    | (1,264)                  | 5.500%            | 08/01/16         | 09/10/12         | 527                 |
| Wells Fargo (Los Alamos NM Public Sch    | Los Alamos NM Public Sch    | 54422NCR5 | -                                  | -               | 0                        | 2.000%            | 08/01/15         | 09/27/12         | 882                 |
| Wells Fargo (University N Mex Gallup Bra | University N Mex Gallup Bra | 914684DT9 | \$154,487.12                       | \$153,438.00    | (1,049)                  | 2.000%            | 10/15/20         | 11/21/12         | 1,011               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3136G1AJ8 | -                                  | -               | 0                        | variable          | 01/30/18         | 01/30/13         | 6,000               |
| Wells Fargo (Fed Home Loan Bk Bond)      | Fed Home Loan Bk Bond       | 313381U60 | -                                  | -               | 0                        | 1.150%            | 07/25/18         | 02/08/13         | 8,625               |
| Wells Fargo (Fannie Mae Unsecdnt Call)   | Fannie Mae Unsecdnt Call    | 3136G1AS8 | -                                  | -               | 0                        | variable          | 01/15/19         | 02/15/13         | 3,750               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3136G1CQ0 | \$500,000.00                       | \$499,716.50    | (284)                    | variable          | 02/20/18         | 02/20/13         | 1,875               |
| Wells Fargo (Fannie Mae Unsecdnt Call)   | Fannie Mae Unsecdnt Call    | 3135G0TP8 | \$500,000.00                       | \$496,624.00    | (3,376)                  | 1.250%            | 01/30/19         | 02/22/13         | 3,125               |
| Wells Fargo (Rio Rancho NM Wtr & Wstw    | Rio Rancho NM Wtr & Wstw    | 767175FZ0 | \$112,766.88                       | \$112,118.00    | (649)                    | 5.000%            | 05/15/22         | 03/12/13         | 1,509               |
| Wells Fargo (San Juan County NM Junior   | San Juan County NM Junior   | 798360EQ2 | \$53,346.85                        | \$52,181.50     | (1,165)                  | 5.000%            | 08/15/17         | 03/25/13         | 365                 |
| Wells Fargo (Rio Rancho N Mex Pub Sch    | Rio Rancho N Mex Pub Sch    | 767171JZ5 | \$103,393.07                       | \$101,985.35    | (1,408)                  | 4.000%            | 08/01/19         | 03/25/13         | 820                 |
| Wells Fargo (Federal Farm Credit Banks   | Federal Farm Credit Banks   | 3133EA2Y3 | \$150,000.00                       | \$148,874.40    | (1,126)                  | 1.250%            | 10/02/18         | 04/23/13         | 938                 |
| Wells Fargo (Federal Home Loan Bank)     | Fed Home Loan Bank          | 313383BM2 | \$849,152.81                       | \$842,902.61    | (6,250)                  | 1.050%            | 06/13/18         | 02/05/14         | 5,691               |
| Wells Fargo (Fed Home Loan Bk Bond)      | Fed Home Loan Bk Bond       | 313382P64 | \$0.00                             | -               | 0                        | 1.500%            | 07/11/19         | 02/05/14         | 22,693              |
| Wells Fargo (Federal Home Loan Bank)     | Fed Home Loan Bank          | 3133816M2 | \$511,431.01                       | \$514,090.72    | 2,660                    | 1.530%            | 11/21/19         | 02/05/14         | 5,058               |
| Wells Fargo (Federal Farm Credit Bank)   | Fed Farm Credit Bank        | 3133EASN1 | \$2,029,559.99                     | \$2,034,748.52  | 5,189                    | 1.840%            | 07/24/20         | 03/20/14         | 21,979              |
| Wells Fargo (Federal Farm Credit Banks   | Fed Farm Credit Bank        | 3133EDGL0 | \$893,697.40                       | \$890,721.90    | (2,976)                  | 0.730%            | 03/06/17         | 03/20/14         | 3,723               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3136G1KD0 | \$989,695.98                       | \$991,344.00    | 1,648                    | 1.000%            | 04/30/18         | 03/30/14         | 7,079               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3135G0NT6 | \$992,427.50                       | \$998,305.00    | 5,878                    | 1.700%            | 08/28/19         | 03/30/14         | 9,295               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3136G1D48 | \$985,546.42                       | \$1,001,470.00  | 15,924                   | 1.750%            | 02/21/20         | 03/20/14         | 10,377              |
| Wells Fargo (Federal Home Loan Bank)     | Fed Home Loan Bank          | 313380A80 | \$0.00                             | -               | 0                        | 1.000%            | 08/16/17         | 04/17/14         | 8,090               |
| Wells Fargo (Federal Farm Credit Bank)   | Fed Farm Credit Bank        | 3133EAR91 | \$0.00                             | -               | 0                        | 1.220%            | 06/04/18         | 04/17/14         | 9,982               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3135G0PK3 | \$992,858.74                       | \$995,855.00    | 2,996                    | 1.700%            | 10/04/19         | 04/17/14         | 9,416               |
| Wells Fargo (Federal Farm Credit Bank)   | Fed Farm Credit Bank        | 3133ECQZ0 | \$0.00                             | -               | 0                        | 2.125%            | 12/04/20         | 04/17/14         | 15,231              |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3136G17D5 | \$991,302.35                       | \$988,171.00    | (3,131)                  | 1.500%            | 12/27/19         | 06/02/14         | 8,598               |
| Wells Fargo (Federal Home Loan Bank)     | Fed Home Loan Bank          | 3133835A5 | \$1,003,992.26                     | \$1,001,760.36  | (2,232)                  | 1.550%            | 05/20/20         | 06/02/14         | 9,699               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3136G0YJ4 | \$993,145.11                       | \$1,001,801.00  | 8,656                    | 2.000%            | 02/22/21         | 06/02/14         | 10,627              |
| Wells Fargo (Federal Home Loan Bank)     | Fed Home Loan Bank          | 313381ZY4 | \$541,245.42                       | \$550,965.25    | 9,720                    | 2.000%            | 08/20/21         | 06/02/14         | 6,239               |
| Wells Fargo (Freddie Mac)                | Freddie Mac                 | 3134G37C8 | \$0.00                             | -               | 0                        | 1.100%            | 04/17/18         | 06/26/14         | 9,904               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3135G0RU9 | 1,164,515.18                       | \$1,162,909.99  | (1,605)                  | 1.050%            | 11/15/17         | 06/26/14         | 6,240               |
| Wells Fargo (Federal Farm Credit Bank)   | Fed Farm Credit Bank        | 3133EEKP4 | \$0.00                             | -               | 0                        | 1.980%            | 07/01/20         | 01/27/15         | 15,642              |
| Wells Fargo (Federal Farm Credit Bank)   | Fed Farm Credit Bank        | 3133EENH9 | 1,002,576.71                       | \$993,126.00    | (9,451)                  | 1.420%            | 02/05/19         | 02/06/15         | 6,637               |
| Wells Fargo (Freddie Mac)                | Freddie Mac                 | 3137EADU0 | 399,534.71                         | \$398,390.40    | (1,144)                  | 0.500%            | 01/27/17         | 03/10/15         | 884                 |
| Wells Fargo (Federal Home Loan Bank)     | Fed Home Loan Bank          | 3130A4JS2 | 500,295.94                         | \$499,221.00    | (1,075)                  | 0.750%            | 04/04/17         | 03/10/15         | 1,770               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3135G0TV5 | 499,477.34                         | \$497,611.50    | (1,866)                  | 1.030%            | 01/30/18         | 03/10/15         | 2,085               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3135G0WB5 | \$0.00                             | -               | 0                        | 1.200%            | 04/18/18         | 03/10/15         | 3,000               |
| Wells Fargo (Federal Home Loan Bank)     | Fed Home Loan Bank          | 3130A2T97 | 1,000,537.55                       | \$998,245.00    | (2,293)                  | 0.500%            | 09/28/16         | 06/15/15         | 1,268               |
| Wells Fargo (Fannie Mae)                 | Fannie Mae                  | 3135G0ES8 | 1,511,693.87                       | \$1,506,964.50  | (4,729)                  | 1.375%            | 11/15/16         | 06/15/15         | 2,393               |

| INSTITUTION<br>INVESTED IN                                          | INV<br>TYPE          | CUSIP     | INVESTMENT<br>AMOUNT<br>BOOK VALUE | MARKET<br>VALUE | MARKET<br>GAIN<br>(LOSS) | RATE OF<br>RETURN | MATURITY<br>DATE | PURCHASE<br>DATE | FY 15 - 16<br>Y-T-D |
|---------------------------------------------------------------------|----------------------|-----------|------------------------------------|-----------------|--------------------------|-------------------|------------------|------------------|---------------------|
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  | EARNINGS            |
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  |                     |
| Wells Fargo (Federal Home Loan Bank)                                | Fed Home Loan Bank   | 3130A0C65 | 1,000,803.10                       | \$997,808.00    | (2,995)                  | 0.625%            | 12/28/16         | 06/15/15         | (181)               |
| Wells Fargo (Federal Home Loan Bank)                                | Fed Home Loan Bank   | 3130A5EP0 | 1,998,217.30                       | \$1,990,640.00  | (7,577)                  | 0.625%            | 05/30/17         | 06/15/15         | 6,286               |
| Wells Fargo (Federal Home Loan Bank)                                | Fed Home Loan Bank   | 3130A5ML0 | 1,000,657.72                       | \$997,295.00    | (3,363)                  | 0.850%            | 08/28/17         | 06/15/15         | 1,651               |
| Wells Fargo (Federal Home Loan Bank)                                | Fed Home Loan Bank   | 3130A5FR5 | 1,498,214.98                       | \$1,492,551.00  | (5,664)                  | 0.875%            | 11/28/17         | 06/15/15         | 6,393               |
| Wells Fargo (Fannie Mae)                                            | Fannie Mae           | 3135G0VC4 | 1,002,610.97                       | \$995,457.00    | (7,154)                  | 1.130%            | 02/28/18         | 06/15/15         | 2,062               |
| Wells Fargo (Freddie Mac)                                           | Freddie Mac          | 3134G6S95 | 850,000.00                         | \$846,182.65    | (3,817)                  | 1.350%            | 12/17/18         | 06/17/15         | 5,738               |
| Wells Fargo (Federal Home Loan Bank)                                | Fed Home Loan Bank   | 3130A5HQ5 | \$0.00                             |                 | 0                        | 1.250%            | 06/29/18         | 06/29/15         | 6,250               |
| Wells Fargo (Freddie Mac)                                           | Freddie Mac          | 3134G66G3 | 2,000,000.00                       | \$2,005,886.00  | 5,886                    | 1.500%            | 06/28/19         | 06/30/15         | 14,833              |
| Wells Fargo (Federal Home Loan Bank)                                | Fed Home Loan Bank   | 3130A6KK2 | 1,328,087.25                       | \$1,303,560.18  | (24,527)                 | 1.700%            | 07/08/20         | 10/08/15         | -                   |
| Wells Fargo (Federal Farm Credit Bank)                              | Fed Farm Credit Bank | 3133EFJG3 | 1,001,250.00                       | \$980,857.00    | (20,393)                 | 1.790%            | 01/13/21         | 10/13/15         | -                   |
| Wells Fargo (Fannie Mae)                                            | Fannie Mae           | 3136G15Q8 | 1,504,383.29                       | \$1,486,641.00  | (17,742)                 | 0.920%            | 06/26/18         | 10/19/15         | 2,197               |
| Wells Fargo (Fannie Mae)                                            | Fannie Mae           | 3136G2P84 | 500,750.00                         | \$496,803.00    | (3,947)                  | 1.200%            | 01/28/19         | 10/28/15         | -                   |
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  |                     |
| RBC (FNMA MTN)                                                      | FNMA MTN             | 31359MZC0 | -                                  |                 | 0                        | 4.375%            | 10/15/15         | 07/29/11         | 8,076               |
| RBC (FNMA)                                                          | FNMA                 | 31381UGZ4 | \$25,064.92                        | \$25,124.13     | 59                       | 1.700%            | 04/01/17         | 04/23/12         | 190                 |
| RBC (FNMA DEB)                                                      | FNMA DEB             | 3135G0LN1 | -                                  |                 | 0                        | 0.500%            | 07/02/15         | 05/21/12         | 441                 |
| RBC (FHLB DEB)                                                      | FHLB DEB             | 313380L96 | -                                  |                 | 0                        | 0.500%            | 11/20/15         | 08/23/12         | 635                 |
| RBC (FNMA GTD. REMIC)                                               | FNMA GTD REMIC       | 3136A8G38 | \$318,788.84                       | \$317,126.35    | (1,662)                  | 1.246%            | 08/25/17         | 09/28/12         | 2,797               |
| RBC (FANNIEMAE ACES)                                                | FANNIEMAE ACES       | 3136A9MK1 | \$151,510.99                       | \$151,267.02    | (244)                    | 1.114%            | 02/25/17         | 10/30/12         | 795                 |
| RBC (FNMA MTN)                                                      | FNMA MTN             | 31359MH89 | \$1,097,057.91                     | \$1,085,016.85  | (12,041)                 | 5.000%            | 03/15/16         | 12/18/12         | 2,704               |
| RBC (FHLB DEB)                                                      | FHLB DEB             | 3133XNCA5 | \$417,927.68                       | \$421,862.79    | 3,935                    | 5.250%            | 09/15/17         | 12/27/12         | 5,564               |
| RBC (FNMA #468957)                                                  | FNMA #468957         | 31381R5S9 | \$302,540.59                       | \$300,450.66    | (2,090)                  | 2.210%            | 09/01/16         | 01/07/13         | 1,462               |
| RBC (FNMA #469817)                                                  | FNMA #469817         | 31381S4A7 | \$163,587.12                       | \$162,628.12    | (959)                    | 2.230%            | 12/01/16         | 01/08/13         | 801                 |
| RBC (FNMA #469673)                                                  | FNMA #469673         | 31381SXA5 | \$242,345.77                       | \$241,063.79    | (1,282)                  | 2.080%            | 12/01/16         | 01/11/13         | 1,191               |
| RBC (FNMA #AM0254)                                                  | FNMA #AM0254         | 3138L0H87 | -                                  |                 | 0                        | 1.330%            | 08/01/17         | 01/15/13         | (2,239)             |
| RBC (FNMA GTD. REMIC)                                               | FNMA GTD. REMIC      | 3136ABPT4 | \$135,452.07                       | \$134,785.97    | (666)                    | 1.074%            | 11/25/16         | 01/30/13         | 863                 |
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  |                     |
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  |                     |
| Wells Fargo Brokerage Money Market                                  |                      |           | 1,317,449.91                       | \$1,317,449.91  | 0                        | varies            | N/A              | N/A              | 83                  |
| Wells Fargo ST Money Market 6810881786 - changed to Checking Oct 20 |                      |           | 14,475.11                          | \$14,475.11     | 0                        | varies            | N/A              | N/A              | 13                  |
| Wells Fargo - PHA deposit from LGIP 5/12 \$207,442.59               |                      |           | 207,450.36                         | \$207,450.36    | 0                        | varies            | N/A              | N/A              | -                   |
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  |                     |
| TOTAL                                                               |                      |           | 67,812,581                         | 67,669,924      | (142,658)                |                   |                  |                  | 422,182             |
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  |                     |
| US Treasury Notes/Agency Bonds - WF / RBC                           |                      |           | \$36,587,982.79                    | 53.95%          |                          |                   |                  |                  |                     |
| State Investment Pool                                               |                      |           | \$4,861.97                         | 0.01%           |                          |                   |                  |                  |                     |
| Certificate of Deposits                                             |                      |           | \$29,680,361.09                    | 43.77%          |                          |                   |                  |                  |                     |
| Money Market Accounts                                               |                      |           | 1,539,375.38                       | 2.27%           |                          |                   |                  |                  |                     |
|                                                                     |                      |           | \$67,812,581.23                    | 100.00%         |                          |                   |                  |                  |                     |
|                                                                     |                      |           |                                    |                 |                          |                   |                  |                  |                     |

**CITY OF ALAMOGORDO  
ANALYSIS OF INVESTMENT AND YIELDS  
TWELVE MONTHS ENDED**

| <b>MONTH</b>           | <b>(1)<br/>TOTAL<br/>INVESTMENTS</b> | <b>(2)<br/>RETURN ON<br/>INVESTMENTS</b> | <b>(3)<br/>YIELDS ON<br/>INVESTMENTS</b> | <b>TOTAL<br/>RETURN ON<br/>INVESTMENTS</b> |
|------------------------|--------------------------------------|------------------------------------------|------------------------------------------|--------------------------------------------|
| JANUARY 2015           | 57,129,084                           | 69,892                                   | 1.468%                                   | 69,892                                     |
| FEBRUARY 2015          | 57,191,413                           | 62,330                                   | 1.308%                                   | 62,330                                     |
| MARCH 2015             | 57,239,669                           | 48,256                                   | 1.012%                                   | 48,256                                     |
| APRIL 2015             | 57,294,922                           | 55,253                                   | 1.157%                                   | 55,253                                     |
| MAY 2015               | 57,333,416                           | 38,494                                   | 0.806%                                   | 38,494                                     |
| JUNE 2015              | 67,390,399                           | 56,983                                   | 1.015%                                   | 56,983                                     |
| JULY 2015              | 67,461,914                           | 71,515                                   | 1.272%                                   | 71,515                                     |
| AUGUST 2015            | 67,541,127                           | 79,213                                   | 1.407%                                   | 79,213                                     |
| SEPTEMBER 2015         | 67,577,826                           | 36,699                                   | 0.652%                                   | 36,699                                     |
| OCTOBER 2015           | 67,691,164                           | 113,338                                  | 2.009%                                   | 113,338                                    |
| NOVEMBER 2015          | 67,752,041                           | 60,877                                   | 1.078%                                   | 60,877                                     |
| DECEMBER 2015          | 67,812,581                           | 60,540                                   | 1.071%                                   | 60,540                                     |
| <b>ANNUAL AVERAGE</b>  | <b>63,284,630</b>                    | <b>62,782</b>                            | <b>1.1879%</b>                           | <b>\$62,782</b>                            |
| <b>12 MONTH TOTALS</b> |                                      | <b>753,390</b>                           | <b>1.1905%</b>                           | <b>753,390</b>                             |
|                        |                                      |                                          | <b>This Quarter</b>                      | <b>234,755</b>                             |

(1) AVERAGE TOTAL INVESTMENTS (BOOK VALUE)

(2) ALL RETURNS AND YIELDS ARE CALCULATED ON A CASH BASIS

(3) AVERAGE YIELD ON INVESTMENTS

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 5.

**Submitted By:** Rachel Hughs, Deputy  
City Clerk

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**Subject:** Annual Reports from City Boards, Commissions and Committees for Calendar Year 2015. *(Rachel Hughs, Deputy City Clerk)*

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Accept the reports as submitted.

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**Background:** At least once each year Public Boards, Commissions or Committees are required to present a written report to the Mayor and City Commission of activities for the past year, any recommendations as may be deemed appropriate and a record of member attendance for the term of the year. Attached are the reports of each of the Boards or Committees.

Current list of Boards, Commissions, or Committees:

- 1) Airport Advisory Board
- 2) Airport Zoning Board
- 3) Alamogordo Disability Council
- 4) Alamogordo Promotion Board
- 5) Cemetery Board
- 6) Community Development
- 7) Housing Authority Board
- 8) Mayor's Committee on Aging
- 9) Parks and Recreation Board
- 10) Planning and Zoning Commission
- 11) Alamogordo Library Advisory Board
- 12) Senior Volunteer Programs Advisory Council

# **AIRPORT ADVISORY BOARD**

# **City of Alamogordo Airport Advisory Board**

## **Annual Report to the City Commission - CY 2015**

In accordance with Ordinance No. 1014 requiring that all Boards, Commissions and Committees submit a written Annual Report to the City Commission, below is the Annual Report for the Airport Advisory Board for 2015.

The Airport Advisory Board consists of 5 members.

### **January 8, 2015:**

The election of officers was held. A short report was given on the runway groundbreaking media event. Final changes to the minimum standards were discussed: matters of concern included business hours, enforcement of rules and regulations, parking fees, waivers and insurance. The board recommended that Lease Area E6-A be transferred from Hock to Jollett. Plans were discussed to ask for help to procure a commercial airline tenant for the airport.

### **February 5, 2015:**

The minimum standards changes were discussed for the final assessment. The airport manager discussed accommodations and plans to help with an event on March 6<sup>th</sup> for an Open House event at the Neptune Hangar for the Forest Service with a reception, food, and fire training. Mr. Wuerschling volunteered to help coordinate the event arrangements.

### **March 5, 2015:**

Aero Club Parking was discussed. The airport manager let the board know that he is preparing an invoice for Aero Club parking fees. The crack seal grant was discussed and the board informally recommended the airport manager proceed with required steps to make that application. The airport manager discussed a possible fly-in event in conjunction with the GAF Oktoberfest. Other items discussed included pest eradication and ruts on the glider runway. The city master plan was discussed. There was a reminder for the Open House event on March 6<sup>th</sup> at the Neptune Hangar. State Aviation spoke briefly on the plans for the airports expansion and improvements.

### **April 2, 2015:**

Changes to the airport Minimum Standards document were finalized. A recommendation was approved for the airport manager to present the final document to the city commission on the April 28<sup>th</sup> agenda for their approval. Aspects of the runway extension were discussed. The board requested the airport manager proceed with an RFP for an additional car rental agency. The board also requested the airport manager proceed with the proposed Oktoberfest Fly-in event. Mr. Wuerschling thanked meeting guest, Mr. Ward, for a successful event at the Neptune Open House in conjunction with Forest Service fire training and the airport. The board thanked Mr. Wuerschling for coordinating this event.

with all concerned at the airport. This coordination included the reception, food and the fire training.

**May 7, 2015:**

Another recommendation was approved that the city commission adopt the updated Minimum Standards document changes. A 5-Year Airport Improvement Plan (AIP) order was restructured. Delta Airport Consultants will update the AIP. The Airport Emergency Plan (AEP) is with Police and Fire Departments for adjustments. The airport restaurant was discussed as being a valued asset to the airport. The airport manager will check into a possible new restaurant rental proposal. Hertz car rental has left the airport. The RFP for another service is proceeding. Phase planning changes were made for the temporary funding shortfall in the runway extension project. Gopher and wildlife removal service quotes are being sought. Monthly meetings go back to regular quarterly dates except for special meetings for any new lease transfer requests.

**June 12, 2015 (Special Meeting):**

The Lease Transfer – Area E4-A - Richard Finch to Kevin Dunshee and James Holder was discussed. This transferred lease would not expire until the year 2026. A recommendation was made that the city commission approve the lease transfer.

**July 9, 2015:**

The Airport Emergency Plan (AEP) was discussed. The airport manager will now request a tabletop emergency exercise to find any additional unique emergency measures that might need to be put in place for the airport. A recommendation was made that the Crack Seal Project have an engineer of record designated by the city for the project and that the project falls within their scope of work, then validate the scope of work and cost through the city and then through the state, with the cost estimate coming as the first step. On-going projects, events and the limited Notice to Proceed on the Runway Extension were discussed.

**August 20, 2015 (Special Meeting):**

Lease Transfers – Area E6-D - Skyline Aviation, LLC % Poe Enterprises, LLC to Rick T. Carrier was discussed. A recommendation was made that the city commission approve the lease transfer.

**October 22, 2015:**

Final procedures for the Runway Extension are being completed. A Grand Opening media event is planned for publicity on the extension the week of March 12 through March 20, 2016, in conjunction with the Forest Service training and open house. General conditions and updates were discussed. Airport revenues from all sources were discussed. Staff will check with electrical about a possible way to meter restaurant use of electricity separately.

# **ALAMOGORDO AIRPORT ADVISORY BOARD**

## **ATTENDANCE REPORT CY2015**

The City of Alamogordo Airport Advisory Board consists of 5 members

### **January 8, 2015:**

Members Present: Jeff Rabon, Lance Grace, Manuel Gonzales

Members Absent: David Pearce, Erich Wuerschling

### **February 5, 2015:**

Members Present- Jeff Rabon, Lance Grace, Erich Wuerschling, Manuel Gonzales

Members Absent- David Pearce

### **March 5, 2015:**

Members Present- Jeff Rabon, Lance Grace, Manuel Gonzales, Erich Wuerschling

Members Absent- David Pearce

### **April 2, 2015:**

Members Present- Jeff Rabon, Lance Grace, Dave Pearce, Manuel Gonzales, Erich Wuerschling

Members Absent- None

### **May 7, 2015:**

Members Present- Jeff Rabon, Lance Grace, Erich Wuerschling, Manuel Gonzales

Members Absent- Dave Pearce

### **June 12, 2015 (Special Meeting) :**

Members Present- Jeff Rabon, Manuel Gonzales, Dave Pearce

Members Absent- Lance Grace, Erich Wuerschling

### **July 9, 2015:**

Members Present- Jeff Rabon, Dave Pearce, Manuel Gonzales

Members Absent- Lance Grace, Erich Wuerschling

### **August 20, 2015 Special Meeting):**

Members Present- Jeff Rabon, Lance Grace, Manuel Gonzales

Members Absent- Dave Pearce, Erich Wuerschling

### **October 22, 2015:**

Members Present- Jeff Rabon, Lance Grace, Manuel Gonzales, Erich Wuerschling

Members Absent- Dave Pearce

# **AIRPORT ZONING**

## **City of Alamogordo Airport Zoning Board** **Annual Report to the City Commission - CY 2015**

In accordance with Ordinance No. 1014 requiring that all Boards, Commissions and Committees submit a written Annual Report to the City Commission, below is the Annual Report for the Airport Zoning Board for 2015.

The Airport Zoning Board consists of 5 members.

### **FY 2015:**

Meetings for this board are held only as needed. There were no meetings for this board in FY2015.

# **ALAMOGORDO AIRPORT ZONING BOARD**

## **ATTENDANCE REPORT CY2015**

The Airport Zoning Board consists of 5 members.

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### **FY 2015:**

Meetings for this board are held only as needed. There were no meetings for this board in FY2015.

**ALAMOGORDO DISABILITY  
COUNCIL**

**ANNUAL REPORT TO THE CITY COMMISSION  
ALAMOGORDO DISABILITY COUNCIL (ADC)  
2015**

In accordance with Ordinance No. 1014 requiring that all Boards, Commissions, and Committees submit a written Annual Report to the City Commission, below is the Annual Report for the Alamogordo Disability Council for 2015.

The Council consists of seven members; up until August there were only two members. In August of 2015, three new members were appointed. There currently are two vacancies on the Council.

The Council is very proactive and desires to make a difference Alamogordo. One way the Council has elected to do this was to visit city facilities and making recommendation on how the facilities can be more accommodating and compliant. The council is also working on developing a mission statement.

To date the Council has visited Piaute Park and the Library.

| Alamogordo Disability Council      |         |          |       |       |     |      |      |        |                            |         |          |          |
|------------------------------------|---------|----------|-------|-------|-----|------|------|--------|----------------------------|---------|----------|----------|
| 2015 Attendance (x-attend meeting) |         |          |       |       |     |      |      |        |                            |         |          |          |
|                                    | January | February | March | April | May | June | July | August | Meeting Canceled September | October | November | December |
| Viviane Ackall                     |         | x        | x     | x     | x   | x    | x    | x      |                            | x       | x        |          |
| Lori Adams                         | x       |          | x     | x     | x   | x    | x    |        |                            | x       | x        | x        |
| **Carrie Balazs                    |         |          |       |       |     |      |      |        |                            | x       | x        |          |
| **Vicki Flores                     |         |          |       |       |     |      |      |        |                            |         | x        |          |
| **Amy Krzeszewski                  |         |          |       |       |     |      |      |        |                            |         | x        |          |

\*\* Member(s) were appointed in August

# **ALAMOGORDO PROMOTION BOARD**

# **City of Alamogordo Promotion Board-Chamber**

## **Annual Report CY 2015**

In accordance with Ordinance No. 1014 requiring that all Boards, Commissions and Committees submit a written Annual Report to the City Commission, below is the Annual Report for the City of Alamogordo Promotion Board for 2015.

The City of Alamogordo Promotion Board consists of 5 members.

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### **Events:**

25th Annual Cottonwood Festival  
Tularosa Basin Wine and Nut Festival  
Flickinger Center Premier Series, and Tailgate Series  
WS Pupfish/Pecos League Professional Baseball Season  
Gus Macker 3-on-3 Basketball Tournament/Armed Forces Wknd  
White Sands Institute at White Sands National Monument  
COA 4<sup>th</sup> Fridays Events  
12<sup>th</sup> Annual Desert Light Film Festival  
Oktoberfest Fly-In- Alamogordo-White Sands Regional Airport

### **Advertising:**

Certified Folder Display- collateral distribution  
Lamar Outdoor Advertising- billboards  
AARP Magazine – Oct/Nov Issue 2015  
New Mexico Magazine 2015 New Mexico Vacation Guide  
New Mexico Magazine- (2 issues-Spring & Fall 2015)  
H K Advertising – Ads/Designs NM True Cooperative Mktg Campaign  
Pinata Publishing- El Paso Visitor Guide (1 design issue yrly-Jan 2015)  
2015 Carlsbad Visitor Guide  
Time-Warner Television, El Paso, TX  
Comcast Spotlight Cable Media+Xfinity, Albuquerque, NM  
Comcast Spotlight Cable Media+Xfinity, Las Cruces, NM  
KJTV-Fox 34, Lubbock, TX (Broadcast TV)  
Fun and Games – collateral distribution  
AAA Texas Journey Magazine (1 Issue)  
AAA New Mexico Journey Magazine (1 Issue)  
American Road Magazine (1 issue)  
Group Tour Media – website  
Group Tour Magazine- Print Advertising (2)  
Group Tour – Spotlight Destination Stops-Eagle Ranch featured in Article  
KOB-TV Roswell, Roswell, NM- Gus Macker Advertising  
BravoMic Radio Spots-Media, Las Cruces, NM – Gus Macker Advertising  
Albuquerque Journal – Frame X Frame Insert Mag-Winter Issue December 2015  
Lamar Outdoor – Pupfish Advertising-1 Billboard  
The Griffon - Military 108<sup>th</sup> Command Newspaper (3 Issues + 1 Article Written)

Ramar Communications/KJTV-Fox 34 NM True 30-sec Television Commercials (4)  
2015 NM Traveler Hotel Book Placement-WSNM Ad selected/upgraded back cover  
Tularosa Basin Wine & Nut Fest/(White Sands Balloon Inv't'l Event) Advertising-(tv community calendar events with KOB-Roswell/Comcast/Time Warner Stations)  
Cottonwood Arts & Crafts Festival Advertising-(tv community calendar events with KOB-Roswell/Comcast/Time Warner Stations)

**Contracts:**

Alamogordo Chamber of Commerce Tourism  
Alamogordo Chamber of Commerce Visitor Center  
Flickinger Center for the Performing Arts  
Certified Folder Display  
Fun and Games Distribution  
Carlsbad Convention Center and Visitors Bureau (2)  
Cloudcroft Chamber of Commerce (1)  
New Mexico Tourism Department Cooperative Marketing Program (1)  
NM Magazine 2 Ads+2015 NM Vacation Guide  
CallSource (1-800 phone line –tracking)  
Knight Communications dba “The Griffon”  
The Lamar Companies (Billboards-4) annually  
New Mexico True Campaign (Cooperative Partner & Logo Usage)  
Group Tour Media –Group Tour Magazine Advertising

**Regional Marketing:**

Alamogordo Visitors Guide Brochures (75,000)  
Fun and Games, Inc. – collateral distribution  
Certified Folder Display – collateral distribution  
Rack Cards for local attractions (6-35,000)  
Toy Train Depot & Museum 1 extra Rack Card-Direct to Attraction (5,000 extra)  
Representation- Vice-Chair, Jan Wafful – NMTD Southeast Region Tourism Board  
( ie:-inclusion of Alamogordo in Southeast New Mexico Brochure and Southeast Regional Advertising, Banners, Website, Destination Guides, and NM True Print Advertising–NM True Regional Brochure Cover is WSNM from Alamogordo & Regional Military Ad for Events is WSNM location for El Paso print ads)  
Television advertising campaigns with Comcast Spotlight Las Cruces and Albuquerque;  
Time Warner Cable Media, El Paso, TX and KJTV-Fox 34 Broadcast TV in Lubbock, Texas

**1 Special Film & FAM Tours** Location Scout for Twentieth Century Fox 2017 Feature Film (2 days scouting/photography-Tularosa, Cloudcroft, Alamogordo, Mescalero Sites) plus all arrangements for other Southern NM locations

**I Private Film & Fam Tour-International Location Scout**-Dow Griffith, official car tour. Scouted was all of the national and state park sites and all area locations for filming in Otero County, Mescalero, Tularosa and the outlying areas.

**IATSE Location Scout/Managers Film & FAM Tour** Los Angeles Participants- Official Car/Bus Tour of Otero County Locations, (Tularosa, Cloudcroft, Mescalero

included)-12 participants-High-Profile L.A. Locations Mgrs/Scouts+IATSE Local 480 CEO +NM Film Office Scout & ID2 NM Locations Mgr. (2 days, scouting/filming + tourism visitation/retail shopping stops.-Lodged in Cloudcroft overnight w/tourism entity.)

**Community Corner-** Radio Show (2 shows) -Jan Wafful, Otero County Film Office: Local Production In Otero County; Prof. Thomas Donnelly & UNM Press Research Project for “Beyond Hollywood, Breaking Good-The New Mexico Film Industry” and Desert Light Film Festival 2015-Speakers/Seminars for 2015.

**2 Special Film & Fam Tour** for L.A. Production company for Adobe Creative Cloud Artist Portrait software premier advertising commercial. Scouted WSNM and studio type locations in Otero County. Another for UTEP Visual Arts Dept. from the university for a space conference-visual arts event. Visited the balloon park and the WSNM. WSNM rejected the 7 month application for filming the event and holding it there. WSMR graciously accepted their application and allowed them to hold the event there. 26 room nights were booked for the group in Alamogordo.

**Travel Channel** – 2 filming visits for a 10-man crew filming B-Roll in Alamogordo and 2 feature visits to film segments with the NM Museum of Space History for television episodes of “Mysteries at the Museum” Travel Channel television show series.

**1 Special Film & Fam Tour**-Dan Monaghan from the NM Tourism Dept.-Came to photograph and take video of WS Balloon Inv’tl and all the area tourist attractions for the NM Tourism Dept. to use in state advertising. The photographer also went to Cloudcroft For video and photography at the Old Apple Barn, the Lodge, the Trestle, Burro Street and other mountain attractions like the Sacramento Mountain Museum and shopping. \

**1 Special Film & Fam Tour – Discovery Channel** Official Best of NM 2015 Filming for broadcast an advertising segment owned by City of Alamogordo with use of 2015 Official Best of Logo and endorsements. Filmed all city and area attractions, also featured an interview with the Mayor of Alamogordo.

#### **Trade Shows:**

Carlsbad Convention Center and Visitors Bureau, Lisa Boeke representing Alamogordo NM. The shows include: Dallas, TX (1); Oklahoma City, OK (1); Albuquerque, NM (2); S. Padre Island, TX (1); El Paso, TX (2); Mesa, AZ (1); Clovis, NM (1); McAllen, TX (1).

**Locations Tradeshow**, in March 2015, Jan Wafful representing Alamogordo and Otero County in conjunction with the NM Film Office in Century City, CA. Film Locations information/tourism advertising shown for city of Alamogordo, Otero County Film Office and the Desert Light Film Festival (3,000 visitor contacts per day.)

#### **Co-Operative Partnerships:**

Alamogordo Chamber of Commerce, Alamogordo Promotion Board, New Mexico Museum of Space History, The Space Hall of Fame Foundation, New Mexico Tourism Department Co-op Advertising Program, NMSU-Alamogordo, Otero County Film Office Carlsbad Convention Center and Visitor’s Bureau, Carlsbad Chamber of Commerce, Las Cruces Convention and Visitor’s Bureau, New Mexico Tourism Department, and White Sands National Monument. “NM True”& “Road to Romance” partnership with

Cloudcroft, Flickinger Funded Events partnerships, All Funded Events Directors for Tularosa Basin Wine & Nut Fest, Cottonwood Festival, Gus Macker/Armed Forces Weekend, 4<sup>th</sup> Fridays, White Sands Pupfish and others.

**Memberships:**

New Mexico Hospitality Association – (formerly TANM-Now joined with NM Lodging Association) State of New Mexico Tourism Department Southeast Region Tourism Board

NM Film Office State Liaison Network, Film/Tourism Division

Otero County Film Office, and Film Liaison registrations with

Association of Film Commissioners International (AFCI)-Film/Tourism Divisions

**Conferences/Seminars/Meetings:**

Desert Light Film Festival Meetings, NMSU-Alamogordo, NM

NMHA TRENDS Mktg/Research Conference, Santa Fe, NM

2015 Governor's Conference on Tourism @ Albuquerque, NM

NM Film Office Film and Media Conference/Liaison Annual Training, Albuquerque

NMHA Top Hat Awards (Nominee) Board Meetings, Ruidoso, and Santa Fe

State of New Mexico Southeast Region Tourism Board meetings, quarterly

NM True Grant Meeting with Cloudcroft Chamber/Village Representative

NMTD Co-Operative Advertising Workshops, Las Cruces, NM

Regional Marketing Boards Training/Meeting, Albuquerque, NM

NMTD NM True Tour, Albq., NM

AFCI Locations Tradeshow, Century City, CA

Film & Media Day, State Capitol, Santa Fe, NM

WSNM-Otero Film Mtg, Visitor Center, WSNM, NM

NM Film Office Annual Film Liaison Network Mtg, Isleta Pueblo, NM

2016 Desert Light Film Festival School Presentations-Las Cruces, NM

**2015 Special Recognitions:**

Discovery Channel: Alamogordo, NM designated the "2015 Official Best NM Year-Round Destination" in their "Official Best of NM 2015" program airing in the national market several times.

October 2015 Discovery Channel: Official Best replaced the weekly Queen Latifa show. Alamogordo segment shown in the Dallas market once weekly October thru December 31, 2015. It was also shown briefly in the Denver markets.

NM True "Green Chile Cheeseburger Trail" features 3 Alamogordo restaurant locations on the tourism website & past Governor Recognition - Hi-D-Ho Drive-In, BZ Rockin' Burgers and Blake's Lotta Burgers

NMTD continues to feature Alamogordo NM Award-winning NM True advertising in presentations at the NMHA 2015 Governor's Conference on Tourism

NMHA Top Hat Award Nominee for "Best NM True Print Campaign of 2015"

"NM True" Television show on KOB-TV featured White Sands National Monument & McGinn's Pistachio Tree Ranch again in the 2015 year broadcasts.

## **ALAMOGORDO PROMOTION BOARD** **ATTENDANCE REPORT CY2015**

The City of Alamogordo Promotion Board consists of 5 members

**January 14, 2015:** No Quorum

**February 11, 2015:**

Members Present- Bob Flotte, Tony Mandalia, Pete Desai

Members Absent- Beverly Coble, Kathleen Beall

**March 11, 2015:** Meeting Cancelled

**April 85, 2015:**

Members Present- Bob Flotte, Beverly Coble, Pete Desai, Tony Mandalia

Members Absent- None (1) Vacancy

**May 13, 2015:**

Members Present- Bob Flotte, Beverly Coble, Pete Desai, Tony Mandalia

Members Absent- None (1) Vacancy

**June 6, 2015:** No Quorum

**July 14, 2015:**

Members Present- Bob Flotte, Tony Mandalia, Pete Desai

Members Absent- Beverly Coble (1) Vacancy

**August 5, 2015:**

Members Present- Bob Flotte, Beverly Coble, Pete Desai, Tony Mandalia

Members Absent- (1) Vacancy

**September 30, 2015:**

Members Present- Bob Flotte, Beverly Coble, Pete Desai, Tony Mandalia

Members Absent- (1) Vacancy

**October 14, 2015:**

Members Present- Bob Flotte, Tony Mandalia, Pete Desai

Members Absent- Beverly Coble (1) Vacancy

**November 11 2015:**

Members Present- Tony Mandalia, Beverly Coble, Pete Desai

Members Absent- Bob Flotte (1) Vacancy

**December 30, 2015:**

Members Present- Bob Flotte, Tony Mandalia, Pete Desai,

Members Absent- Beverly Coble (1) Vacancy

# **CEMETERY BOARD**

# **City of Alamogordo Cemetery Board**

## **Annual Report to the City Commission - CY 2015**

In accordance with Ordinance No. 1014 requiring that all Boards, Commissions and Committees submit a written Annual Report to the City Commission, below is the Annual Report for the Cemetery Board for 2015.

The Cemetery Board consists of 3 members.

**July 16, 2015:** No Quorum

\*The next board meeting is scheduled in January 2016.

# **ALAMOGORDO CEMETERY BOARD**

## **ATTENDANCE REPORT CY2015**

The Cemetery Board consists of 3 members.

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**July 16, 2015:** No Quorum

**COMMUNITY DEVELOPMENT  
ADVISORY COMMITTEE**

**Community Development Advisory Committee  
2015 Annual Report  
As per Ordinance 1014**

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**I. Activities:**

**No activities were held by the Community Development Advisory Committee for Year 2015.**

**Reason:**

The Community Development Advisory Committee assists the Community Development Department in the CDBG application process by reviewing all applicable CDBG projects and making a project recommendation to the City Commission for consideration.

The Community Development Advisory Committee completed its role in Year 2013, when the committee held all of its public hearings and meetings for the 2014 CDBG Grant Application Funding Cycle. As a result of these efforts, the New Mexico Community Development Council (CDC), at its July 15, 2014 meeting in Albuquerque approved the City's 2014 CDBG Grant Application in the amount of \$500,000.00.

However, in order to reapply for new CDBG grant funding, the City of Alamogordo must first close out its current CDBG project. According to the CDBG grant application criteria, municipalities interested in applying for new CDBG funding must not have an active CDBG grant. In the case of the City of Alamogordo, the Domestic Violence (COPE) Center Improvements Project is still active.

Staff is currently working with the project architects to make modification to the construction documents to scale down and re-bid the project, after the original construction bids were denied by the City Commission. Staff expects to go out to re-bid during the month of February 2016.

**II. Recommendations:**

None

**III. Attendance:**

N/A

**HOUSING AUTHORITY  
ADVISORY BOARD**

## **City of Alamogordo Housing Authority Advisory Board Annual Report to the City Commission – CY 2015**

In accordance with Ordinance No. 1014 requiring that all boards, Commissions and Committees submit a written Annual Report to the City Commission, below is the Annual Report for the Housing Authority Advisory Board for 2015.

The Housing Authority Advisory Board consists of 5 members.

January 15, 2015

There was no quorum for this meeting.

February 19, 2015

The Board reviewed and discussed the Updated Annual Goals for 2015. No action was taken on this item at this meeting. The Board approved Resolution 2015-01, Open Meetings Act. The Board approved the Civil Rights Certification, HUD Form 50077-CR. The Board reviewed the bid results for the Electrical Service Replacement at Alta Vista. The Board reviewed the new utility allowance for gas, water and electricity. The Homeownership Properties were discussed but no action was taken.

March 19, 2015

No meeting.

April 23, 2015

The Board approved the Updated Annual Goals for 2015. The Board reviewed and approved the FY2016 Housing Authority budget. The Board approved the Utility Allowances for Alta Vista and Plaza Hacienda. The Board approved the PHA Write-Off Policy allowing the PHA to write-off past tenant accounts that are over one year old.

May 21, 2015

No Meeting.

June 18, 2015

No Meeting.

July 16, 2015

No Meeting.

August 20, 2015

There was no quorum for this meeting.

September 17, 2015

There was no quorum for this meeting.

October 15, 2015

No Meeting.

November 19, 2015

No Meeting.

December 3, 2015

There was no quorum for this meeting.

**City of Alamogordo Housing Authority Advisory Board  
Attendance Record CY 2015**

The City of Alamogordo Housing Authority Advisory Board consists of 5 members.

January 15, 2015

There was no quorum for this meeting.

February 19, 2015

Members Present – Leroy Copeland, Steve Landers, Kandice Daugherty, Rhonda Devine

Members Absent – (1) Vacancy

March 19, 2015

No meeting.

April 23, 2015

Members Present – Leroy Copeland, Kandice Daugherty, Rhonda Devine

Members Absent – Steve Landers, (1) Vacancy

May 21, 2015

No Meeting.

June 18, 2015

No Meeting.

July 16, 2015

No Meeting.

August 20, 2015

There was no quorum for this meeting.

September 17, 2015

There was no quorum for this meeting.

October 15, 2015

No Meeting.

November 19, 2015

No Meeting.

December 3, 2015

There was no quorum for this meeting.

# **MAYOR'S COMMITTEE ON AGING**

## **2015 Mayor's Committee on Aging Annual Report**

### **January 2015**

7 members

Ms. Andreoli brought up the fact that there is no right turn lane on Westbound Indian Wells Road when turning onto Puerto Rico Avenue. Ms. Andreoli said that she would like to propose that the City paint a right turn lane for the purpose of turning onto Puerto Rico Ave. Further member discussion ensued.

Ms. Chavez presented a wide array of handouts to include multiplication tables, the Five Great Lakes, States and Capitols, etc. She said that it would be a good idea to incorporate this type of material here at the Senior Center because it is a great way to keep seniors' brains active and healthy. Ms. Chavez asked MCoA members to look for similar educational-type materials. Further member discussion ensued.

### **February 2015**

7 members

Further member discussion ensued regarding the absence of a right turn lane on Westbound Indian Wells when turning onto Puerto Rico Ave. Ms. Andreoli suggested approaching Public Works about the possibility of adding a right turn lane to this area. Ms. Ortega said that she would follow up with the City's Public Works department on this issue.

Ms. Andreoli identified the eight senior needs, in order of importance, that were identified at the annual public forum on senior issues:

- 1) Medical transportation
- 2) Increased State funding for the expansion of home-delivered meal boundaries
- 3) Additional State funding for respite services
- 4) Senior discounts for dental services
- 5) Affordable senior housing
- 6) The establishment of a list of at-risk seniors in the community
- 7) Senior discounts for State services (i.e.: driver's licenses, vehicle registrations, etc.)
- 8) Therapeutic pool

### **March 2015**

7 members

Ms. Andreoli reported to the Committee that she approached Edward Balderrama regarding the possibility of creating a right turn lane off of Indian Wells Road onto Puerto Rico Ave. Mr. Balderrama said that he would present the request and drawings to the City's street project consultant.

Ms. Chavez inquired about how to incorporate mental puzzle / memorization activities into the dining room setting. Ms. Ortega advised Ms. Chavez to give her submissions to Peter McKown, Information and Resource Coordinator, to add to the Sentinel newsletter. This way, the homebound can also participate since the Sentinel is delivered to them as well.

Mr. Day said provided an e-mail with a list of senior discounts that are available at many Alamogordo businesses. Ms. Ortega advised Mr. Day to give the information to Ms. Courtier or Mr. McKown to publicize to seniors.

## **April 2015**

7 members

Ms. Andreoli reported that she put in a call to Edward Balderrama regarding the right turn lane. She said that she will report to the Committee once she hears back from Mr. Balderrama.

## **May 2015**

7 members

Ms. Andreoli reported that the City's contracted engineering firm was in the process of reviewing a traffic count of the Indian Wells / Puerto Rico area on May 12<sup>th</sup>. They will use the information to determine whether or not to proceed with the marking of a right turn lane.

Ms. Hodges brought up the possibility of another MCoA presentation to the City Commission. Mr. Carr said that he would be willing to give another presentation. Member discussion ensued.

Ms. Andreoli said that she approached Representative Yvette Herrell regarding the possibility of having "transfer on death registrations" available for vehicles in New Mexico.

## **June 2015**

MCoA meeting was cancelled due to a lack of quorum.

## **July 2015**

7 members

Ms. Hodges made a motion to remove "Right turn lane off Indian Wells Rd." from the agenda. The motion was seconded by Ms. Madrid and Ms. Hammon. Motion approved by all.

Ms. Lucero reported that a person can insert the word "or" between two names on a car title instead of the word "and." This simple word exchange alleviates the need for transfer deeds. Ms. Hammon and Ms. Lucero suggested having someone give an "elderly law" presentation here at the ASC.

Ms. Hodges proposed changing the MCoA meeting time from the current time of 1:15 p.m. to 11:00 a.m.

Ms. Madrid stated that she would no longer be able to attend the MCoA meetings if the time was changed to 11:00 a.m. Ms. Hodges said that it was never her intention to displace another MCoA member in order to accommodate her schedule; therefore, she requested that this item be removed from the agenda. Ms. Hodges then stated that, although she is resigning, she will continue to support the MCoA in all endeavors.

Ms. Hammon suggested having a presentation on grief here at the ASC.

Mr. Carr asked about the missing cover for the emergency fire pull by the East side door of the dining room. Ms. Courtier said that she will follow up with the facility maintenance work order that was already submitted for this issue.

## **August 2015**

6 members, 1 vacancy

MCoA meeting was cancelled due to a lack of quorum.

## **September 2015**

6 members, 1 vacancy

MCoA meeting was cancelled due to a lack of quorum.

## **October 2015**

5 members, 2 vacancies

Ms. Morales suggested that information from the November "Summit on Hunger and Homelessness in Otero County" could be used in the City Commission presentation.

Ms. Morales said that a workshop entitled "Legal Resources for the Elderly – Estate Planning" will be held at the ASC on October 27<sup>th</sup>. Ms. Madrid suggested that a letter be composed about how to insert the word "or" between two names on a car title instead of "and." This information letter would then be part of a packet that is distributed to workshop attendees. Also, it could be added to the Sentinel newsletter. Ms. Hammon made a motion for Jesse Carr to prepare the letter. Ms. Madrid seconded the motion, and the motion was passed.

Mr. Carr asked Ms. Hammon to write up a proposal about how to proceed with the "small projects for MCoA members" item on the agenda. Ms. Hammon agreed to this.

Ms. Hammon said that she has several contacts in the behavioral health community. She would like to collaborate with one of her points of contact to schedule a grief presentation in the ASC dining room.

## **November 2015**

6 members, 1 vacancy

Mr. Carr said that it is essential to publicize the importance of using the word "or" instead of "and" between two names on a car title. He suggested putting this information in the Sentinel newsletter and on ASC bulletin boards. Ms. Norman said that she will also add the information to the ASC television monitors. Regarding small projects for MCoA members, Ms. Lucero said that it will not be feasible to accept and lock up cash donations here at the ASC. This situation would create too many issues to include accountability, complications accessing the money through the City's account, etc.

Regarding the toiletry collection project, Ms. Norman said that she will advertise the ASC toiletry collection efforts in the Sentinel and on the ASC television monitors. Ms. Morales added that she will ask her Lutheran ladies group if they would be interested in assembling packages of toiletry items.

Nomination forms for Chairperson and Vice-Chairperson were distributed to MCoA members. After allowing time for members to select their nominees, Ms. Courtier collected the forms.

## **December 2015**

5 members, 2 vacancies

MCoA members voted for Chairperson and Vice-Chairperson. Mary Hammon was selected as the Chairperson, and Thomas Rich was selected as the Vice-Chairperson.

MCoA members designated the third Thursday of each month in 2016 for MCoA meetings.

Annual report prepared by Britney Courtier, Administrative Assistant

## 2015 Mayor's Committee on Aging Attendance

| Member               | January<br>2015 | February<br>2015 | March<br>2015 | April<br>2015 | May<br>2015 | June*<br>2015 | July<br>2015 | August*<br>2015 | September*<br>2015 | October<br>2015 | November<br>2015    | December<br>2015 |
|----------------------|-----------------|------------------|---------------|---------------|-------------|---------------|--------------|-----------------|--------------------|-----------------|---------------------|------------------|
| Andreoli,<br>Norma   | ✓               | ✓                | ✓             | ✓             | ✓           | *             | A            | *               | *                  | A               | ✓                   | Resigned         |
| Carr,<br>Jesse       | A               | A                | A             | ✓             | ✓           | *             | ✓            | *               | *                  | ✓               | ✓                   | ✓                |
| Chavez,<br>Josephine | ✓               | ✓                | ✓             | A             | A           | *             | ✓            | *               | *                  | Term<br>Expired | -----               | -----            |
| Day,<br>David        | ✓               | A                | ✓             | ✓             | A           | *             | ✓            | *               | *                  | ✓               | A                   | ✓                |
| Hammon,<br>Mary      | ✓               | ✓                | A             | A             | A           | *             | ✓            | *               | *                  | ✓               | A                   | A                |
| Hodges,<br>Sharon    | ✓               | A                | ✓             | A             | ✓           | *             | ✓            | *               | *                  | Resigned        | -----               | -----            |
| Madrid,<br>Blaza     | ✓               | ✓                | ✓             | ✓             | ✓           | *             | ✓            | *               | *                  | ✓               | ✓                   | ✓                |
| Rich,<br>Thomas      | -----           | -----            | -----         | -----         | -----       | -----         | -----        | -----           | -----              | -----           | Term<br>Begins<br>✓ | ✓                |
|                      |                 |                  |               |               |             |               |              |                 |                    |                 |                     |                  |
|                      |                 |                  |               |               |             |               |              |                 |                    |                 |                     |                  |

\* Indicates that there was no meeting due to the lack of a quorum.

**PARKS AND RECREATION  
BOARD**

## **City of Alamogordo Parks and Recreation Board** **Annual Report to the City Commission - CY 2015**

In accordance with Ordinance No. 1014 requiring that all Boards, Commissions and Committees submit a written Annual Report to the City Commission, below is the Annual Report for the Parks and Recreation Board for 2015.

The Parks and Recreation Board consists of 7 members.

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### **January 21, 2015:**

2015 Board election were held. Mr. Vincent-Chair. Mr. Perry-Vice Chair. A public request for a hockey league failed due to no response locally. 365 trees were mulched in the Christmas tree recycling. Zoo Boo had attendance of over 5,000. The Turkey Shoot in November 2014 had low attendance. Lady in the Mountain Run event had 270 participants with 27% of those being non-residents. Plans are to expand both November events for next year.

The pool construction completion is near and the opening date is February 9th. The sports field use policy is in the review stages. Bidly Ball has 373 participants. Meetings may possibly combine city and county soccer leagues. There are 800 total in the combined number and traveling teams are possible. The recreation center will construct 2 front bathrooms. Lowe's projects are being finished by facility staff where possible. Parks projects for off-season included maintenance and weed control. Annual equipment maintenance is now being done. Hooser will have a new mower. Fun Center plans have a \$6M total for the project. Once the facility is built, a contractor/operator will be sought.

### **April 15, 2015:**

New Zoo Manager, Marvin Wiser was a guest and gave his overview of the zoo facility. Recreation reported that 252 children are participating in soccer. New software for clinics, programs and sports was installed and went live online. May 6<sup>th</sup> the summer programs will open online for registration. Annual Gus Macker and Armed Forces Weekend held in mid-May. will now take place again in Washington Park. The pool manager will soon implement new programs such as junior life guards, a swim league and others.

Parks projects for spring and summer include maintenance, trimming, and weed control. Watering is going well, and new valves have improved water pressure throughout the system. The bubble at the pool will be taken down soon. Keep Alamogordo Beautiful is ready for attendance of five to six thousand expected for Earth Day at the Alameda Park and Zoo on April 25th.

### **July 15, 2015:**

Two new board members, Ms. Robuck and Mr. Lott, were introduced and welcomed. The recreation center manager reported that fee increases of about

10% were approved for recreation and leisure fees. The increase went into effect on July 1<sup>st</sup>, 2015. New service fee booklets were printed reflecting the increases. Alamogordo and Otero County soccer leagues were combined. The lifeguard program at the pool is now full. Pool security issues warrant cameras to be installed soon.

Parks reported that Gus Macker was successful and 153 teams participated. Clean-ups with code enforcement are being done for lot weed abatement and weed control. Parks is helping to maintain the cemetery. Watering and water pressure issues at a minimum throughout the system. Some new trees will be placed in Alameda Park soon. Parks will coordinate with Holloman on the annual "Big Give" projects all around the city soon.

**October 21, 2015:**

Condolences were exchanged on the passing of Matt McNeile, Assistant City Manager. Veronica Ortega was introduced and welcomed as the new Director of Community Services. The recreation center reported that city pool pumps are down and a repair is being done. The pool bubble goes up November 2<sup>nd</sup>. Flooring is being repaired and bathroom construction will meet deadlines. Camp Cottonwood enrollment was over 300. Field trips will come back into that program next year. The Zoo Boo, Zoo Brew, Turkey Shoot and Lady in the Mountain Run are events upcoming between now and January. A new system of tracking the lighting codes for ball field play will insure lighting costs are paid. The new software costs for online payment is more than was anticipated.

A Parks report shows there were 9 total sports and regular events supported with setup and cleanup. In addition to routine parks maintenance, 10 weed abatements were done. The KAB program provided litter free event trash pickup for 4 events. Weed abatement was discussed. Gus Macker contract is up for renewal. A permanent building for the pool was discussed briefly. This would be a future recommendation possibility when the bubble is no longer serviceable. The black and gold initiative was discussed. Fundraising is being done by the sale of the tiger flags by the chamber of commerce. Support of these efforts do support the success of young people in Alamogordo was the final statement.

**ALAMOGORDO PARKS AND RECREATION BOARD**  
**ATTENDANCE REPORT CY2015**

The Parks and Recreation Board consists of 7 members.

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**January 21, 2015:**

Members Present- Ray Vincent, Dorie Neasham, Todd Broaddus, Theda Harshey

Members Absent- Dale Lindley, Jerrett Perry, (1) Vacancy

**April 15, 2015:**

Members Present- Ray Vincent, Dorie Neasham, Dale Lindley, Theda Harshey

Members Absent- Todd Broaddus, Jerrett Perry, (1) Vacancy

**July 15, 2015:**

Members Present- Ray Vincent, Dale Lindley Dorie Neasham, Moyra Robuck, Jerry  
Lott

Members Absent- Theda Harshey, Jerrett Perry

**October 21, 2015:**

Members Present-Ray Vincent, Jerrett Perry, Dale Lindley, Dorie Neasham, Moyra  
Robuck, Jerry Lott

Members Absent- Theda Harshey

# PLANNING AND ZONING COMMISSION



**ALAMOGORDO LIBRARY  
ADVISORY BOARD**

ALAMOGORDO PUBLIC LIBRARY ADVISORY BOARD  
ANNUAL REPORT FOR 2015

**City Appointed Members:**

Kim Lopez Gallagher, Chair  
Karen Hutchison, Vice-chair  
William Dennis, Secretary  
Joel Hamilton  
Joann Reynolds

**County Appointed Members:**

Vacant  
Vacant

***Ex-officio Member:***

Sharon Rowe, Library Manager

Ordinance 16-02-010. - Created; duties. The library board is created as an advisory board to both the city and the county. The library board shall advise and assist the city commission and the county board of commissioners to insure the efficient and economical management and operation of the Alamogordo Public Library.

Ordinance 16-02-020. - Purposes. The library board is created as a liaison between the community and its government for the following purposes: (1) To keep itself informed of library needs and to serve as a forum for discussion. (2) To recommend to the city manager and/or city commission and the county commission policies for overall development including plans for additional library facilities and programs. (3) To encourage the greatest use of library facilities and programs.

**Quorum Challenges**

In six months out of twelve, in 2015, the Alamogordo Public Library Advisory Board meetings lacked a quorum. In order to address this chronic problem, the Board passed a motion to recommend to the City Commission the following modification to Article IV, Section 2 of the City Ordinance Article 16-02-90.

*A quorum of the majority of seats filled is required for the conduct of board business. A motion shall carry upon the affirmative vote of the majority of the members present at any meeting. The Board may adopt additional rules to govern its proceedings.*

**NOTE:** Approved minutes from monthly Library Advisory Board meetings are available in the City Clerk's Office and from the Alamogordo Public Library.

| Alamogordo Public Library Advisory Board Attendance 2015 (X=present) |     |     |     |     |     |     |     |     |     |     |     |     |
|----------------------------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                                                                      | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| <sup>2</sup> William Dennis                                          | X   | X   | X   | X   | X   | X   | X   | X   | X   | X   | X   | X   |
| <sup>13</sup> Joel Hamilton                                          |     |     |     | X   | X   |     | X   |     |     | X   |     |     |
| <sup>4</sup> Karen Hutchison                                         | X   | X   | X   |     | X   | X   | X   | X   | X   | X   | X   | X   |
| <sup>7</sup> Kim Lopez Gallagher                                     | X   | X   |     |     | X   | X   | X   | X   | X   | X   | X   | X   |
| <sup>8</sup> Joann Reynolds                                          |     | X   | X   | X   |     | X   |     |     |     |     |     |     |

|                          |   |   |   |   |   |   |   |   |  |   |   |   |
|--------------------------|---|---|---|---|---|---|---|---|--|---|---|---|
|                          |   |   |   |   |   |   |   |   |  |   |   |   |
| <i>Ex-officio Member</i> |   |   |   |   |   |   |   |   |  |   |   |   |
| Sharon Rowe              | X | X | X | X | X | X | X | X |  | X | X | X |

Board Membership Details

Board member Joann Reynolds' term expired in September, 2015. Her seat remains vacant.

Respectfully submitted to the Alamogordo City Commission,

\_\_\_\_\_ Date 21 December 2015

Kim Lopez Gallagher //SIGNED//

Chair, Alamogordo Public Library Advisory Board

**SENIOR VOLUNTEER  
PROGRAMS ADVISORY  
COUNCIL**

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **January Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday January 21, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of December 17, 2014
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Maria Roque
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Valentine Fund Raiser
  - (b) Book Sale Fundraiser
  - (c) RSVP January Social
  - (d) Calendar Review
7. New Business
  - (a) Election of Officers
  - (b) Krispy Kreme Fundraiser
  - (c) Garage Sale
  - (d) Community Fair April 11th

Adjournment

Next Meeting February 18, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of December 17, 2014**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                                                              | <b>MEMBERS ABSENT</b>             | <b>STAFF PRESENT</b>                           | <b>GUESTS</b> |
|---------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------------------------------------|---------------|
| Jim Rogers<br>Angie Axtolis<br>Nina Walker-Saenz<br>Eldon Hoover<br>Laurie Blackmon<br>Ann McDonald<br>Mac McDonald | Stephen Butler<br>Veronica Ortega | Margaret Lucero<br>Karen Groves<br>Maria Roque |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Karen Groves @ 1:15 pm

Minutes reviewed for November 19, 2014 motioned by Eldon to accept and carried by vote.

**Old Business:**

- Valentine Fund Raiser, Nina Liaison for fundraiser
- Book Sale fundraiser
- Date Set on Annual Volunteer Banquet

**New Business:**

- Election of Officers
- Schedule events for 2015
- Community Volunteer Fair
- Krispy Kreme/ Garage Sale

Adjourned 2:20 pm

**Maria R. Roque**  
**RSVP Coordinator**

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **February Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday February 18, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of January 21, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Maria Roque
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Valentine Fund Raiser
  - (b) Election of Officers
7. New Business
  - (a) Garage Sale
  - (b) Community Fair April 11<sup>th</sup>
  - (c) New RSVP Funding
  - (d) United Way Decision
  - (e) Annual Banquet

Adjournment

Next Meeting March 18, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of January 21, 2015**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                                            | <b>MEMBERS ABSENT</b>                                   | <b>STAFF PRESENT</b>                               | <b>GUESTS</b> |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------|---------------|
| Jim Rogers<br>Nina Walker-Saenz<br>Eldon Hoover<br>Stephen Butler<br>Ann McDonald<br>Mac McDonald | Laurie Blackmon<br>Angie Axtolis<br>Maria Roque (staff) | Margaret Lucero<br>Karen Groves<br>Veronica Ortega |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Karen Groves @ 1:15 pm

Minutes reviewed for December 17, 2014 motioned by Mac to accept and carried by vote.

**Old Business:**

- Election of officers: discussion on protocol, asked if officers could stay the same, answer yes. Stephen motioned that officers stayed the same. Mac seconded, carried by vote to keep offices same for next year.
- Krispy Kreme: issue about Albertsons and Lowes both having the donut. Nina motioned to stop Krispy Kreme, motion carried. We will not be having a Krispy Kreme Fundraiser this year.
- Garage Sale: Calendar was addresses. Garage sale will be May 2<sup>nd</sup>. Advertisement will begin in March.
- Schedule of events for 2015 calendar were discussed. Schedule of events will remain in old business.

**New Business:**

- Annual Banquet
- Valentines Fundraiser
- United Way
- Earth Day
- Community Volunteer Fair

Adjourned 2:20 pm

**Margaret Lucero**  
**SVP Administrator**

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **March Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday March 18, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of February 18, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Maria Roque
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Garage Sale
  - (b) Earth Day Raffle
7. New Business
  - (a) Fundraisers, Business permit
  - (b) Annual Banquet
8. Unscheduled Communication

Adjournment

Next Meeting April 15, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of February 18, 2015**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                                            | <b>MEMBERS ABSENT</b>                                                           | <b>STAFF PRESENT</b>               | <b>GUESTS</b> |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------|---------------|
| Jim Rogers<br>Nina Walker-Saenz<br>Eldon Hoover<br>Stephen Butler<br>Ann McDonald<br>Mac McDonald | Laurie Blackmon<br>Angie Axtolis<br>Maria Roque (staff)<br>Karen Groves (staff) | Margaret Lucero<br>Veronica Ortega |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Karen Groves @ 1:15 pm

Minutes reviewed for January 21, 2014 motioned by Mac to accept and carried by vote.

**Old Business:**

- Schedule of events for 2015 calendar were discussed. Schedule of events will remain in old business.

**New Business:**

- Fundraisers
- Earth Day, discussion to have table and sell raffle tickets for a "Earth Day" basket. Staff will put together a basket, SAC Members will sell tickets and Stephen will work booth.
- Annual Banquet—update, will stay in old business until after event.

Adjourned 2:20 pm

**Margaret Lucero  
SVP Administrator**

Corporation for  
**NATIONAL &  
COMMUNITY  
SERVICE** ★★ ★

NATIONAL  
LEAGUE  
of CITIES



CITIES OF SERVICE

*Every day, in cities across America, national service is tackling tough problems and strengthening communities. On April 1, 2014, Mayors across the country will thank those who serve and recognize their impact on the Mayors Day of Recognition for National Service.*

1201 New York Ave., NW  
Washington, DC 20525  
202-606-5000  
NationalService.gov



## Mayors Day of Recognition for National Service: April 1, 2014



The nation's mayors are increasingly turning to national service as a cost-effective strategy to address city challenges. By unleashing the power of citizens, AmeriCorps and Senior Corps programs have a positive and lasting impact – making our cities better places to live. To spotlight the impact of national service and thank those who serve, mayors across the country will participate in the second-annual **Mayors Day of Recognition for National Service** on April 1, 2014. On this day, mayors will hold public events and use traditional and social media to highlight the value and impact of national service to the nation's cities. Last year, 832 Mayors representing nearly 100 million citizens participated in the inaugural Mayors Day of Recognition for National Service. The initiative is being led by the Corporation for National and Community Service; Cities of Service; the National League of Cities; and Mesa, AZ, Mayor Scott Smith, President of the U.S. Conference of Mayors.

### **National Service: A Resource for Cities**

As the federal agency for national service and volunteering, CNCS annually engages five million citizens in service at more than 70,000 sites in 8,500 cities across the country. Through AmeriCorps, VISTA, NCCC, Senior Corps, the Social Innovation Fund, and other programs, CNCS leverages federal and private funds to support organizations that achieve measurable results where the need is greatest. A significant portion of this investment is focused on cities. Whether supporting food banks and homeless shelters, restoring city parks, building homes, providing health services, tutoring and mentoring students, and managing community volunteers, national service members help mayors tackle tough problems.

### **Why a Mayors Day of Recognition?**

As solution-focused local elected officials, mayors have a unique role in this country. Mayors' focus on engaging citizens and meeting local needs matches CNCS's mission to improve lives, strengthen communities, and foster civic engagement. CNCS's priority on expanding economic opportunity to create sustainable and resilient communities directly aligns with the goals of mayors. A coordinated day of recognition presents a unique opportunity to spotlight the key role that national service plays in solving local problems and challenges. Participating in the day will highlight the impact of citizen service, show support for nonprofit and national service groups, and inspire more residents to serve in their communities.

## What Happened Last Year?

On April 9, 2013, the first-ever Mayors Day of Recognition for National Service united Mayors across the country to spotlight the impact of national service and honor those who serve. Altogether, 832 Mayors in all 50 states and the District of Columbia, Guam, and Puerto Rico officially recognized the work that AmeriCorps members and Senior Corps volunteers are doing to make cities better and stronger. Together, these Mayors represent nearly 100 million citizens, or nearly one-third of all Americans. To learn how Mayors across the country recognized the day, visit our website at [www.nationalservice.gov/mayorsforservice](http://www.nationalservice.gov/mayorsforservice)

## What are the Goals of the Day?

- Highlight how mayors use national service to solve their local challenges
- Thank national service members for their commitment and impact
- Build public awareness about the value and impact of national service to the nation's cities
- Highlight the role that national service plays in recruiting and managing citizen volunteers to focus and amplify their impact
- Provide opportunities for mayors to communicate about the impact of national service to national policy-makers
- Generate press coverage and online discussion about mayors supporting service

## Who Can Participate?

Mayors, city or county managers, or other chief executives of cities of any size.

## How We Can Help

CNCS offers a variety of resources that can help Mayors learn about national service and volunteering in their cities expand the scope and impact of volunteering by their residents:

- The annual Volunteering and Civic Life in America report is the most comprehensive data on volunteering ever assembled, providing detailed information on volunteering trends and demographics in the U.S., all fifty states, and more than 150 major cities. Visit: [www.volunteeringinamerica.gov](http://www.volunteeringinamerica.gov)
- Each year, CNCS produces National Service State Profiles that list all funding, projects, and participants in every state. CNCS will also produce profiles for cities in preparation for the Mayors Day of Recognition for National Service.

## How Can Mayors Get Involved?

Mayors are encouraged to hold a public event, issue a proclamation or other form of recognition, and use traditional or social media to highlight the impact of national service. Here are several ways mayors can participate:

- Issue a mayoral proclamation naming April 1, 2014 as National Service Recognition Day
- Visit national service programs or projects in order to highlight their value to the city
- Create a Mayor's award for outstanding AmeriCorps and Senior Corps participants
- Invite national service programs (and their members and organization's board of directors) to City Hall for a public roundtable to discuss how they address city problems
- Issue a press release or report on the scope and impact of national service in your city
- Serve with a national service program as a "member" for a day to highlight the important work being done in their community
- Use Twitter, Facebook, and other social media outlets to thank national service programs and members serving in your community
- Write an op-ed about the unique contributions of national service your city
- Take a group photo with all national service members in your city

## Where Can I Learn More?

To learn more or register your city to participate, go to [www.nationalservice.gov/mayorsforservice](http://www.nationalservice.gov/mayorsforservice) or contact PJ Andrews, Office of Government Relations, 202-606-6613 or [pandrews@cns.gov](mailto:pandrews@cns.gov). You can also contact the CNCS Director in your state. A list of CNCS state offices can be found here: <http://www.nationalservice.gov/about/contact/stateoffices.asp>

## About CNCS

The Corporation for National and Community Service is a federal agency that engages more than five million Americans in service through its AmeriCorps, Senior Corps, Social Innovation Fund, and other programs, and leads President's national call to service initiative, United We Serve. For more information, visit [NationalService.gov](http://NationalService.gov).

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **April Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday April 15, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of March 18, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Maria Roque
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Garage Sale (On Hold)
  - (b) Fundraising Calendar
  - (c) Earth Day Raffle
  - (d) Annual Banquet
7. New Business
  - (a) Spaghetti Dinner
8. Unscheduled Communication

Adjournment

Next Meeting May 20, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of March 18, 2015**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                                                                | <b>MEMBERS ABSENT</b>                                           | <b>STAFF PRESENT</b>           | <b>GUESTS</b>    |
|-----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|--------------------------------|------------------|
| Jim Rogers<br>Nina Walker-Saenz<br>Eldon Hoover<br>Stephen Butler<br>Mac McDonald<br>Laurie Blackmon<br>Angie Axtolis | Veronica Ortega (staff)<br>Karen Groves (staff)<br>Ann McDonald | Margaret Lucero<br>Maria Roque | Margaret Wilmott |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Mac McDonald @ 1:15 pm

Minutes reviewed for February 18, 2015 motioned by Stephen to accept and carried by vote.

**Old Business:**

- Earth Day
- Fundraisers
- Annual Banquet

**New Business:**

- Voted on buying a season pass to the Flickinger for a door prize
- Spaghetti Dinner Date

Adjourned 2:20 pm

Respectfully,  
SVP Staff

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **May Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday May 27, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of March 18, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Maria Roque
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Garage Sale (On Hold)
  - (b) Fundraising Calendar
  - (c) Earth Day Raffle
  - (d) Annual Banquet
7. New Business
  - (a) Spaghetti Dinner
8. Unscheduled Communication

Adjournment

Next Meeting June 17, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of May 27, 2015**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                      | <b>MEMBERS ABSENT</b>                                                                                                       | <b>STAFF PRESENT</b>        | <b>GUESTS</b> |
|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------|
| Eldon Hoover<br>Mac McDonald<br>Ann McDonald<br>Mike Groves | Veronica Ortega (staff)<br>Jim Rogers<br>Nina Walker -Saenz<br>Margaret Lucero (staff)<br>Stephen Butler<br>Laurie Blackmon | Karen Groves<br>Julie Baker |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Meeting was cancelled – there was not a quorum

Adjourned 1:25 pm

Respectfully,  
SVP Staff

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **June Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday June 17, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of March 18, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Maria Roque
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Garage Sale (On Hold)
  - (b) Fundraising Calendar
  - (c) Earth Day Raffle
  - (d) Annual Banquet
7. New Business
  - (a) Spaghetti Dinner
8. Unscheduled Communication

Adjournment

Next Meeting May 20, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

***MINUTES of June 17, 2015***

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                      | <b>MEMBERS ABSENT</b>                                                                                                       | <b>STAFF PRESENT</b>        | <b>GUESTS</b> |
|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------|
| Eldon Hoover<br>Mac McDonald<br>Ann McDonald<br>Mike Groves | Veronica Ortega (staff)<br>Jim Rogers<br>Nina Walker -Saenz<br>Margaret Lucero (staff)<br>Stephen Butler<br>Laurie Blackmon | Karen Groves<br>Julie Baker |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Meeting was cancelled – there was not a quorum

Adjourned 1:25 pm

Respectfully,  
SVP Staff

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **July Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday August 19, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of March 18, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Maria Roque
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Fundraising Calendar
  - (b) Earth Day Raffle
  - (c) Annual Banquet
7. New Business
  - (a) Spaghetti Dinner
  - (b) Pancake Breakfast
  - (c) Volunteer Fair
  - (d) Federal Audit
8. Unscheduled Communication

Adjournment

Next Meeting August 19, 2015

**Respectfully,**

**SVP Staff**

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **August Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday August 19, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of July 15, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)
4. Administrator's Report – Margaret Lucero
5. Senior Center Director's Report – Veronica Ortega
6. Old Business:
  - (a) Spaghetti Dinner  
November 6<sup>th</sup> at the Civic Center
    - a. Duties
    - b. Advertisement
    - c. Tickets
  - (b) Pancake Breakfast
    - a. February 13<sup>th</sup> at the Civic Center
  - (c) Federal Audit
7. New Business
  - (a) RSVP Position
  - (b) Health Fair
  - (c) Annual Worksite Reviews
8. Unscheduled Communication

Adjournment

Next Meeting September 16th, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of July 15, 2015**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                          | <b>MEMBERS ABSENT</b>                                        | <b>STAFF PRESENT</b>            | <b>GUESTS</b> |
|---------------------------------------------------------------------------------|--------------------------------------------------------------|---------------------------------|---------------|
| Jim Rogers<br>Nina Walker-Saenz<br>Eldon Hoover<br>Mac McDonald<br>Ann McDonald | Veronica Ortega (staff)<br>Stephen Butler<br>Laurie Blackmon | Margaret Lucero<br>Karen Groves |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Karen Groves @ 1:15 pm

Minutes reviewed for March 18, 2015 motioned by Nina and seconded by Mac to accept and carried by vote.

- Staff reports were given. Karen stated that she has two new FGP candidates. She went on a field trip to the Ft. Stanton Museum with the volunteers, they had a great time. One side note is that Ft. Stanton is all RSVP run. Margaret stated that RSVP received \$15,000 more this year in State funds while FGP received \$10,000. A true testament of what the program does for the community. Ronnie was away at the AAA meeting in Santa Fe. The center is in the middle of capital improvements that were awarded. The Roof, the moveable wall in the classrooms, new tile, carpet and serving line in the kitchen.
- Dates were set for the Spaghetti Dinner on November 6<sup>th</sup> at the Civic Center, duties will be defined and given out in September. Pancake Breakfast on February 13<sup>th</sup> at the Civic Center, duties will be defines and set soon. May 6<sup>th</sup> is a tentative date for the Annual Banquet at the Civic Center. The theme is Casino Night. A location will be set by October.
- Fundraising will be discussed at the September meeting, most like the basket and raffle idea.
- This is Angie's last meeting and we thank her for her service to the council.
- Discussion for a possible sticker to go on the Senior Center Card for updating purposes. Staff will discuss with Ronnie.

Adjourned 2:20 pm

Respectfully,  
SVP Staff

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **September Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday September 16, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

1. Invocation and Roll Call
2. Approval of Minutes of August 19, 2015
3. Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Julie Baker
4. Administrator's Report – Margaret Lucero
5. Old Business:
  - (a) Health Fair September 24,2015 9am-12pm
  - (b) Annual Worksite Reviews
  - (c) Spaghetti dinner
6. New Business
  - (a) RSVP Position—welcome Julie Baker
  - (b) Raffle basket for spaghetti dinner, thoughts
7. Unscheduled Communication

Adjournment

Next Meeting October 21, 2015

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of August 19, 2015**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                                                             | <b>MEMBERS ABSENT</b>                      | <b>STAFF PRESENT</b>            | <b>GUESTS</b> |
|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------|---------------------------------|---------------|
| Eldon Hoover<br>Nina Walker-Saenz<br>Eldon Hoover<br>Mac McDonald<br>Ann McDonald<br>Stephen Butler<br>Mike Groves | Veronica Ortega (staff)<br>Laurie Blackmon | Margaret Lucero<br>Karen Groves |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Karen Groves @ 1:33 pm

Minutes reviewed for July 15, 2015 motioned by Nina and seconded by Mac to accept and carried by vote with correction to Angie being present at last meeting

- Staff reports were given orally. Karen stated that she has gained 4 new volunteers. She Karen is attending the National Foster Grandparent training with 4 volunteers in September. Ronnie is acting CS director and assistant city manager. The center is in the middle of capital improvements that were awarded. The Roof, the moveable wall in the classrooms, new tile, carpet and serving line in the kitchen.
- Dates were set for the Spaghetti Dinner on November 6<sup>th</sup> at the Civic Center, duties will be defined and given out in September. Price set at \$7.00 per ticket. Tickets will be available at September meeting. Think about doing a raffle basket as well. Vote in September meeting. Menu set and Margaret will get with Matt to order and to discuss possible options for salad dressing.
- Pancake breakfast discussion as well. Set price for tickets at \$5.00. Extra bacon servings cost.
- Federal audit was discussed with a summary as to how we are going to address our few minor infractions.

Adjourned 2:20 pm

Respectfully,  
SVP Staff

## **SENIOR VOLUNTEER PROGRAMS**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154**

### **October Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday October 21, 2015 at 1:15 P.M. at the Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.**

The proposed agenda is as follows:

- a) Invocation and Roll Call
- b) Approval of Minutes of September 16, 2015
- c) Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Julie Baker
- d) Administrator's Report – Margaret Lucero
- e) Old Business:
  - (a) Spaghetti dinner
  - (b) Raffle basket for spaghetti dinner, thoughts
- f) New Business
  - (a) Margaret is now the acting Senior Center Director
- g) Unscheduled Communication

Adjournment

Next Meeting November 18, 2015

**Respectfully,**

**SVP Staff**

## **SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of September 16, 2015**

### **SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                                                                              | <b>MEMBERS ABSENT</b>   | <b>STAFF PRESENT</b>                           | <b>GUESTS</b> |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------------------------------|---------------|
| Eldon Hoover<br>Nina Walker-Saenz<br>Mac McDonald<br>Ann McDonald<br>Stephen Butler<br>Mike Groves<br>Laurie Blackmon<br>Jim Rogers | Veronica Ortega (staff) | Margaret Lucero<br>Karen Groves<br>Julie Baker |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Karen Groves @ 1:15 pm

Minutes reviewed for August meeting. Motioned by Nina and seconded by Mac to accept and carried by vote with no changes or corrections

- **Margaret introduced Julie Baker, the new RSVP Coordinator to the council**
- **Staff reports**
  - Karen reported on the Foster Grandparent training trip to Washington DC.
  - Julie had no report
- **Margaret**
  - Margaret gave the Administrator's report
  - Ronnie is acting CS director and assistant city manager. Margaret told the council that she and Cindy are sharing ASC duties while Ronnie is out.
  - Update on the center's capital improvements - the Roof, the moveable wall in the classrooms, new tile, carpet and serving line in the kitchen.
- **Old Business**
  - Margaret reminded council that the annual Health Fair would be Thursday, September 24<sup>th</sup> from 9 am to Noon.
  - Dates were set for the Spaghetti Dinner on November 6<sup>th</sup> at the Civic Center. Price set at \$7.00 per ticket. Tickets were distributed to council members so they could sell. Discusses raffle baskets – decided to one spaghetti theme and one coffee theme. Jim said that Twice Blest would reimburse SVP for items in the raffle baskets. Duty sheet was passed around and council members signed up for their preferred jobs.
- **No unscheduled communication**

Adjourned 2:10 pm

Respectfully,  
SVP Staff



**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

***MINUTES of October 21, 2015***

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                      | <b>MEMBERS ABSENT</b>                                                                                                       | <b>STAFF PRESENT</b>        | <b>GUESTS</b> |
|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------|
| Eldon Hoover<br>Mac McDonald<br>Ann McDonald<br>Mike Groves | Veronica Ortega (staff)<br>Jim Rogers<br>Nina Walker -Saenz<br>Margaret Lucero (staff)<br>Stephen Butler<br>Laurie Blackmon | Karen Groves<br>Julie Baker |               |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Meeting was cancelled – there was not a quorum

Adjourned 1:25 pm

Respectfully,  
SVP Staff

## **SENIOR VOLUNTEER PROGRAMS**

2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154

### **November Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday November 18, 2015 at 1:15 P.M. in the Alamo Senior Center classroom, 2201 Puerto Rico Avenue**

The proposed agenda is as follows:

- a) Invocation and Roll Call
- b) Approval of Minutes of October 21, 2015
- c) Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Julie Baker
- d) Administrator's Report – Margaret Lucero
- e) Old Business:
  - (a) Spaghetti dinner
  - (b) Raffle baskets and ticket sales
- f) New Business
  - (a) Margaret is now the acting Senior Center Director
  - (b) Christmas card fundraiser
- g) Unscheduled Communication

Adjournment

Next Meeting December 16, 2015 at 1:15 pm

**Respectfully,**

**SVP Staff**

## **SENIOR VOLUNTEER PROGRAMS**

2201 PUERTO RICO AVE. \* ALAMOGORDO, NM 88310 \* 575-439-4154

### **December Agenda**

Dear Members of the Advisory Council:

The Senior Volunteer Programs Advisory Council will hold a regular business meeting on **Wednesday December 16, 2015 at 1:15 P.M. in the Alamo Senior Center classroom, 2201 Puerto Rico Avenue**

The proposed agenda is as follows:

- a) Invocation and Roll Call
- b) Approval of Minutes of November 18, 2015
- c) Staff reports
  - (a) Foster Grandparent Program (FGP) – Karen Groves
  - (b) Senior Companion Program (SCP) – Karen Groves
  - (c) Retired Senior Volunteer Programs (RSVP)-Julie Baker
- d) Administrator's Report – Margaret Lucero
- e) Old Business:
  - (a) Christmas card fundraiser – board member to sell at Christmas Dinner
  - (b) New Year's Eve Dinner Dance
  - (c) Thanksgiving Dinner
- f) New Business
  - (a) Cookie Social
  - (b) Pancake Breakfast
  - (c) Earth Day Raffle
  - (d) Santa Fe Senior Day
- g) Unscheduled Communication

Adjournment

Next Meeting January 20, 2016 at 1:15 pm

**Respectfully,**

**SVP Staff**

**SENIOR VOLUNTEER PROGRAMS, FGP/RSVP/SCP**

**2201 PUERTO RICO AVE. \* ALAMOGORDO, NEW MEXICO 88310 \* (575) 439-4154**

**MINUTES of November 18, 2015**

**SENIOR VOLUNTEER PROGRAMS ADVISORY COUNCIL MEETING**

| <b>MEMBERS PRESENT</b>                                                        | <b>MEMBERS ABSENT</b>                                                         | <b>STAFF PRESENT</b>                           | <b>GUESTS</b>     |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------|-------------------|
| Eldon Hoover<br>Mac McDonald<br>Ann McDonald<br>Stephen Butler<br>Mike Groves | Veronica Ortega (staff)<br>Nina Walker-Saenz<br>Laurie Blackmon<br>Jim Rogers | Margaret Lucero<br>Karen Groves<br>Julie Baker | Michelle Cerasaro |

The meeting was held at Alamo Senior Center, 2201 Puerto Rico Avenue, Alamogordo, NM.

Attendance sheet passed around.

Invocation by Mac McDonald @ 1:15 pm

Minutes reviewed for cancelled October meeting. Motioned to accept and carried by vote with no changes or corrections

▪ **Staff reports**

- Karen reported on her site visits and the training/meetings she attended. She also gave an update on the recent changes in the Senior Companion volunteers and reported that FGP/SC will have their holiday potluck on December 15<sup>th</sup>.
- Julie reported that there are 337 current RSVP volunteers and that 6 new volunteers had joined since the last meeting. She also reported on the positive results of the new postcard sent to volunteers who need to bring in their updated documentation – driver's licenses, auto insurance, etc.

▪ **Margaret**

- Margaret reported that Matt's last day is Friday, 11/20 and that Olive will be retiring in April.
- Re-flooring of the center will begin after the New Year, and the new serving line will be installed after the new floor is put in the kitchen
- Money left over from the new roof will be used to fix the HVAC.

▪ **Old Business**

- Our annual Spaghetti Dinner raised \$1,414 (not including monies collected by Stephen
- Raffle baskets – tickets are still on sale. The drawing will be held on 11/25.
- RSVP volunteer passed away, and the family requested that in lieu of flowers, a donation be made to RSVP. The base pharmacy staff and volunteers presented Margaret with a check for \$100 in her memory. The money will be used for care baskets for seniors who are will with no family in the area.

• **New Business**

- Christmas card fundraiser – Margaret explained that Jim Carson has donated photographs to be used in Christmas cards that we will sell in sets of 12 for \$10.
- New Year's Eve Dinner Dance – 5 to 8:30 pm. We will have a DJ. Tickets on sale soon
- Thanksgiving dinner on Friday, 11/20 from 11 am to 1 pm

▪ **No unscheduled communication**

Adjourned 1:45 pm

Respectfully,  
SVP Staff

## 2015 Advisory Council Attendance

[illegible]

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 6.

**Submitted By:** Nancy Jacobs, City Clerk

---

**Subject:** Consider, and act upon, Resolution No. 2016-01 determining reasonable notice of meetings of the Alamogordo City Commission (Open Meetings Act). *(Nancy Jacobs, City Clerk)* **(Roll Call vote required)**

---

**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Approve the Resolution **(Roll Call vote required)**

---

**Background:** The Open Meetings Act requires each public body to establish its notice provisions annually. This Resolution accomplishes that requirement. The final agenda for each regular meeting of the City Commission is to be posted seventy-two (72) hours prior to the meeting.

## **RESOLUTION NO. 2016-01**

### **RESOLUTION DETERMINING REASONABLE NOTICE OF MEETINGS OF THE GOVERNING BODY OF THE CITY OF ALAMOGORDO, NEW MEXICO (ALAMOGORDO CITY COMMISSION)**

**WHEREAS**, the State of New Mexico has determined that the formation of public policy and the conduct of business by vote shall be conducted in meetings which are open to the public, as set forth in Section 10-15-1 NMSA 1978 (As Amended); and

**WHEREAS**, reasonable notice of the time and place of any meeting of a public body is necessary to carry out the policy set forth above; and

**WHEREAS**, in those limited instances in which meetings of this Alamogordo City Commission may be closed to the public, the law and the public business also require reasonable notice to the public of the time and place of such meeting; and

**WHEREAS**, Section 10-15-1 NMSA 1978 (As Amended) requires each public body to determine at least annually what notice shall be reasonable when applied to the public body.

**NOW, THEREFORE, BE IT RESOLVED** by the Alamogordo City Commission of the City of Alamogordo, New Mexico, that reasonable time for giving notice of meetings is:

**REGULAR MEETINGS:** Notice shall be given at least five (5) days in advance of any regular meeting.

**SPECIAL MEETINGS:** Notice shall be given at least twenty-four (24) hours in advance of any special meeting.

**EMERGENCY MEETINGS:** Notice shall be given at least three (3) hours in advance of any meeting considering emergency matters involving a clear and present danger to the health, welfare, or safety of the citizens of the City of Alamogordo.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that reasonable manner for giving notice of meetings shall be:

**REGULAR MEETINGS:** Notices of the date, time, and place of such meeting shall be posted in at least two conspicuous places in or about the City Hall Building, Alamogordo, New Mexico, at least five (5) days prior to the meeting, or by publication [as that term is defined in Section 3-1-2(J) NMSA 1978 (As Amended) of notice of date, time, and place of meeting at least five (5) days prior to the meeting. An agenda containing a list of specific items of business to be discussed or transacted at the meeting, or information about how an agenda may be obtained, shall be posted in at least two conspicuous places in or about the City Hall Building, Alamogordo, New Mexico, at least seventy-two (72) hours prior to the meeting. Proof of notice shall be accomplished by executing and filing in the official minutes of the Commission, a certificate by the Municipal Clerk attesting to posting in compliance herewith or by the publisher of the publishing newspaper attesting to publication in compliance herewith. Notice shall be provided to broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that submit a written request for such notice.

**SPECIAL AND EMERGENCY MEETINGS:** Notices of the date, time, and place of the meeting shall be posted in at least two conspicuous places in or about the City Hall Building, Alamogordo, New Mexico, at least twenty-four (24) hours prior to the meeting for a Special Meeting, and at least three (3) hours prior to the meeting for an Emergency Meeting. Proof of notice shall be accomplished by executing and filing in the official minutes of the Commission, a certificate by the Municipal Clerk attesting to posting in compliance herewith. Notice shall be provided to broadcast stations licensed

by the Federal Communications Commission and newspapers of general circulation that submit a written request for such notice.

It is expressly allowed by rule of the Alamogordo City Commission that a member or members may participate in a meeting of the Commission by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend in person. Each member participating by conference telephone must be identifiable when speaking, all Commission members must be able to hear each other and members of the public attending the meeting must be able to hear any Commissioner who speaks.

**PASSED, APPROVED AND ADOPTED** this 26<sup>th</sup> day of January, 2016.

ALAMOGORDO CITY COMMISSION

By \_\_\_\_\_  
Susie Galea, Mayor

ATTEST:

\_\_\_\_\_  
Nancy Jacobs, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Stephen P. Thies, City Attorney

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

---

**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 7.

**Submitted By:** Nancy Jacobs, City Clerk

---

**Subject:** Consider, and act upon, Resolution No. 2016-04 listing the candidates as they will appear on the ballot, designating polling places and appointing the Precinct Board Members for the March 1, 2016 Municipal Election. *(Nancy Jacobs, City Clerk)* **(Roll Call vote required)**

---

**Fiscal Impact:** \$3,535.00 to pay precinct workers

Amount Budgeted: \$30,000.00

Fund: 011-2001-411.57-01 Election Expenses

Additional Fiscal Impact:

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**Recommendation:** Approve the resolution. **(Roll Call vote required)**

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**Background:** This resolution lists the candidates for Mayor At-Large and Districts 1,3,5 and 6 as they will appear on the ballot. It also designates the polling places to be used and lists the names of the Precinct Board Members. As required by law, the resolution will be published in the Alamogordo Daily News on Sunday, February 14, 2016 and Sunday, February 21, 2016.

Payments to Poll Workers will be as follows: Presiding Judges - \$175.00; Election Judges and Election Clerks - \$145.00; Alternates will be paid \$20.00 to stand-by on Election Day. This is necessary in case of a vacancy in a precinct board prior to or on Election Day. It is currently more challenging to get a poll worker to agree to be an alternate, and this encourages more to serve in that position. In the past, we have used the majority of Alternates to work on Election Day.

## RESOLUTION NO. 2016-04

### RESOLUTION PROVIDING NOTICE OF THE CANDIDATES FOR OFFICE, DESIGNATING THE POLLING PLACES, AND APPOINTING THE PRECINCT BOARD MEMBERS FOR THE MARCH 1, 2016 ELECTION.

In connection with the Regular Municipal Election to be held on Tuesday, March 1, 2016, and pursuant to Section 3-8-30 NMSA 1978:

A. Notice is hereby given that the following qualified electors are candidates for public office in the City of Alamogordo, New Mexico. The names of the candidates are listed in the order they will appear on the ballot as determined by the drawing by lot.

1. For the office of Mayor At-Large to complete the four-year term in 2018:  
Mike Rosales  
Richard A. Boss  
Robert G. Hahn  
James T. Baker  
Jeffrey Ault  
Michael David Elliott
2. For the office of District One (1) City Commissioner for a four-year term:  
Jason R. Baldwin  
Dawn E. Lewis
3. For the office of District Three (3) City Commissioner for a four-year term:  
Maria Alicia Rios  
Robert G. Rentschler  
Matthew J. Deer  
Susan L. Payne
4. For the office of District Five (5) City Commissioner for a four-year term:  
Alfonso "Al" Hernandez
5. For the office of District Six (6) City Commissioner for a four-year term:  
Erica M. Martin  
Eugene C. Hudson

B. Notice is hereby given that the following polling places shall be used for the conduct of the Election. Precincts shall be consolidated and the following locations have been designated as polling places:

**Districts 1-6:**

**Otero County Fairgrounds**, Extension Office Meeting Room, 401 Fairgrounds Road

**Sgt. Willie Estrada Memorial Civic Center**, 800 East 1<sup>st</sup> Street

**Tays Special Events Center**, 2235 North Scenic

**Absentee/Early Voting:** City Clerk's Office, 1376 E. Ninth Street

NOTE: The question for the Proposed Amendments to the City Charter and positions for Mayor At-Large will be on the ballot citywide; however, the position of City Commissioner will be on the ballot only in Districts 1, 3, 5 and 6.

C. The following Precinct Board members have been appointed:

OTERO COUNTY FAIRGROUNDS – EXTENSION OFFICE MEETING ROOM

Presiding Judge: Janet Cuatt  
Election Judge: Everette Brown  
Election Judge: Seona Black  
Election Judge/Clerk: Gary Black  
Election Clerk: Audra Smith  
Election Clerk/Interpreter: Lina Duran

SGT. WILLIE ESTRADA MEMORIAL CIVIC CENTER

Presiding Judge: Jean Branch  
Election Judge: Carole Turowski  
Election Judge: Debra Bowman  
Election Judge/Clerk: Debra Soto  
Election Judge/Clerk: Ella Raye Reliford  
Election Clerk: Leslie Casiano  
Election Clerk/Interpreter: Rita Wirta

TAYS SPECIAL EVENTS CENTER

Presiding Judge: Charles Templeton  
Election Judge: Joann Reynolds  
Election Judge/Clerk: Louis Reynolds  
Election Judge/Clerk: Karen Hutchison  
Election Clerk: Gloria Bailey  
Election Clerk/Interpreter: Stella Rael

ABSENTEE/EARLY PRECINCT– Clerk's office

Presiding Judge: Joy Lane  
Election Judge: Lewis Branch  
Election Judge/Clerk: Robert "Bob" Hester  
Election Judge/Clerk: Wanda Mendenhall

- D. Precinct Board Members are paid as follows:  
Presiding Judges - \$175 for the 12-14 hour day  
Election Judges and Clerks - \$145 for the 12-14 hour day.  
Alternates - \$20 to standby for Election Day.
- E. Notice is hereby given that a Precinct Board Election School will be held on the 24<sup>th</sup> day of February, 2016 at 2:00 p.m. at the Willie Estrada Memorial Civic Center, 800 E. First Street, Alamogordo, NM. The school is open to the public.

**PASSED, APPROVED AND ADOPTED** THIS 26<sup>th</sup> day of January, 2016.

CITY OF ALAMOGORDO, NEW MEXICO,  
a New Mexico municipal corporation

\_\_\_\_\_  
Susie Galea, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Nancy E. Jacobs, CMC, City Clerk

\_\_\_\_\_  
Stephen P. Thies, City Attorney

## RESOLUCIÓN 2016-04

### RESOLUCIÓN QUE INCLUYE LA NÓMINA DE CANDIDATOS A FUNCIONARIOS PÚBLICOS, LA LISTA DE RECINTOS ELECTORALES Y EN LA QUE SE DESIGNAN LOS MIEMBROS DE LA JUNTA DIRECTIVA DE LOS RECINTOS ELECTORALES PARA LAS ELECCIONES A CELEBRARSE EL 1 DE MARZO DE 2016.

En relación a la Elecciones municipales Regulares que habrán de celebrarse el martes 1 de marzo de 2016, y conforme a la Sección 3-8-30 NMSA 1978.

- A. Por la presente se notifica al público que los siguientes electors competentes son los candidatos postulados para puestos de funcionarios públicos en el Municipio de Alamogordo, Nuevo México. Los nombres de los candidatos aparecerán aquí en el mismo orden en el que estarán en las papeletas de votación. El orden ha sido determinado al azar.
1. Para el cargo de Alcalde en-General por un término de mandato de cuatro años completados en 2018:  
Mike Rosales  
Richard G. Boss  
Robert G. Hahn  
James T. Baker  
Jeffrey Ault  
Michael David Elliott
  2. Para el puesto de Comisionado Municipal del Distrito (1) por un término de cuatro años:  
Jason R. Baldwin  
Dawn E. Lewis
  3. Para el puesto de Comisionado Municipal del Distrito (3) por un término de cuatro años:  
Maria Alicia Rios  
Robert G. Rentschler  
Matthew J. Deer  
Susan L. Payne
  4. Para el puesto de Comisionado Municipal del Distrito (5) por un término de cuatro años:  
Alfonso "Al" Hernandez
  5. Para el Puesto de Comisionado Municipal del Distrito (6) por un término de cuatro años:  
Erica M. Martin  
Eugene C. Hudson
- B. Por la presente se notifica que para estas elecciones se emplearán los recintos electorales que aparecen a continuación:  
Se consolidarán los recintos electorales y los lugares que se mencionan a continuación han sido designados en calidad de colegios electorales:

#### **Distritos 1 – 6:**

**Otero County Fairgrounds**, Extension Office Meeting Room, 401 Fairgrounds Road

**Sgt. Willie Estrada Memorial Civic Center**, 800 East 1<sup>st</sup> Street

**Tays Special Events Center**, 2235 North Scenic

**Votos En Ausencia:** Oficina del la Secretaria del Municipio, Calle 9 # 1376 Este

TENGA EN CUENTA: La propuesta de enmienda a la Constitución Municipal (City Charter) y la posición para la Alcaldía en-General estará en la boleta electoral en toda la ciudad; sin embargo, la posición de Comisionado de la Ciudad estará en la boleta únicamente en los Distritos 1, 3, 5 y 6.

C Han sido nombrados los siguientes miembros de la Junta de Recintos Electorales:

**OTERO COUNTY FAIRGROUNDS – EXTENSION OFFICE MEETING ROOM**

Juez que Preside: Janet Cuatt  
Juez de Elecciones: Everette Brown  
Juez de Elecciones: Seona Black  
Juez de Elecciones/Secretaria: Gary Black  
Secretaria de Elecciones: Audra Smith  
Secretaria de Elecciones/Interpretes: Lina Duran

**SGT. WILLIE ESTRADA MEMORIAL CIVIC CENTER**

Juez que Preside: Jean Branch  
Juez de Elecciones: Carole Turowski  
Juez de Elecciones: Debra Bowman  
Juez de Elecciones/Secretaria: Debra Soto  
Juez de Elecciones/Secretaria: Ella Raye Reliford  
Secretaria de Elecciones: Leslie Casiano  
Secretaria de Elecciones/Interpretes: Rita Wirta

**TAYS SPECIAL EVENTS CENTER**

Juez que Preside: Charles Templeton  
Juez de Elecciones: Joann Reynolds  
Juez de Elecciones/Secretaria: Louis Reynolds  
Juez de Elecciones/Secretaria: Karen Hutchison  
Secretaria de Elecciones: Gloria Bailey  
Secretaria de Elecciones/Interpretes: Stella Rael

**RECINTO PARA VOTANTES EN AUSENCIA - Oficina del la Secretaria del Municipio**

Juez que Preside: Joh Lane  
Juez de Elecciones/Secretaria: Lewis Branch  
Juez de Elecciones/Secretaria: Robert “Bob” Hester  
Secretaria de Elecciones: Wanda Mendenhall

- D. Los Jueces seran pagados como lo siguiente:  
Jueces que Presiden - \$175 por 12-14 horas al dia.  
Jueces de Elecciones y Secretarios - \$145 por 12-14 horas al dia.  
Alternos - \$20 por el dia de eleccion.
- E. Por la presenta se notifica que una escuela de elecciones para el Colegio Electoral de la Junta Recinto (Precinct Board Election School) el dia 24 de febrero de 2016 a las 2:00 p.m. en el Willie Estrada Memorial Civic Center ubicado en el 800 Este de la calle Primera (800 E. First Street) en Alamogordo, NM. El colegio esta abierto al publico.

ACORDADO, APROBADO, Y ACEPTADO ESTE día 26 de enero de 2016.

MUNICIPIO DE ALAMOGORDO, NUEVO MÉXICO.  
Una corporación municipal de Nuevo México.

Por: \_\_\_\_\_

Susie Galea, Alcalde

DOY FE:

APROBADO EN CUANTO AL FORMULARIO:

\_\_\_\_\_  
Nancy E. Jacobs, CMC, Secretaria Municipal

\_\_\_\_\_  
Stephen P. Thies, Abogado Municipal

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

---

**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 8.

**Submitted By:** Ruben Segura, City Planner

---

**Subject:** Consider, and act upon, the Third Amendment to the Memorandum of Agreement (MOA) between the New Mexico Department of Transportation and the City of Alamogordo for federal assistance under the Federal Highway Administration - Recreational Trails Program for the Washington Avenue Trail Project in the amount of \$72,023, with a twenty (20) percent local match. *(Ruben Segura, City Planner/Grants Coordinator)*

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**Fiscal Impact:** \$14,405.00 (20% Local Match)  
Amount Budgeted: \$72,023.00  
Fund: Project CS1501 020-0006-454.65-50

Additional Fiscal Impact:

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**Recommendation:** Approve the Amendment.

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**Background:** On July 8, 2014 the City Commission approved a Memorandum of Agreement (MOA) between the New Mexico Department of Transportation (NMDOT) and the City of Alamogordo for federal assistance under the Federal Highway Administration for the Washington Avenue Trail Project. In addition, on May 12, 2015 NMDOT requested that the City approve a First Amendment to the MOA correcting a technical error by NMDOT on the MOA to meet Federal Highway Administration Trail Grant Program local match requirement guidelines (increasing the local match commitment from 14.56% to 20%), for which the City Commission then approved the amendment on October 28, 2014.

Subsequently, staff made a request for an extension to the agreement to NMDOT given it is ongoing and the existing MOU's deadline is December 31, 2015. If the third amendment is approved, staff will have until June 30, 2016 to complete the project. Staff feels confident it will complete the project within the newly requested deadline.

Staff requests that the City Commission approve the Third Amendment with NMDOT and extend the project deadline to June 30, 2016.

|                 |            |
|-----------------|------------|
| Contract Number | M01326     |
| Vendor Number   | 0000054303 |
| Control Number  | RT10006    |

### THIRD AMENDMENT TO MEMORANDUM OF AGREEMENT

This Amendment is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between the New Mexico Department of Transportation (Department) and the City of Alamogordo (City), collectively referred to as the "Parties."

#### RECITALS

**Whereas**, the Department and the City entered into a Memorandum of Agreement on August 8, 2014, attached as Exhibit "A" and made part of this Amendment;

**Whereas**, page 9, Section Twenty-Eight, of the Agreement allows both parties to make alterations and revisions to the First Amendment and Second Amendment;

**Whereas**, the Department and the City executed the First Amendment to Memorandum of Agreement on November 26, 2014, and the Second Amendment to Memorandum of Agreement on July 28, 2015;

**Whereas**, the City has requested a time extension to complete the project;

**Whereas**, it has become necessary to amend the Agreement to extend the termination date from January 31, 2016 to June 30, 2016; and,

**Whereas**, the Department and the City agree that the original agreement be amended.

In consideration of the covenants contained herein and pursuant to NMSA 1978, Section 67-3-28, and the Parties agree as follows:

1. Page Two, Section 3, Paragraph 4, delete in its entirety and insert the following:
  1. The project must be completed by **June 30, 2016**, with the final billing submitted by July 31, 2016. A final reimbursement request after July 31, 2016 may not be paid.
2. Page Three, Section 7, delete in its entirety and insert the following:
  1. This agreement becomes effective upon signature of all parties. The effective date is the date when the last party signed the agreement on the signature page below. The agreement shall expire on June 30, 2016, or when funding is expended, whichever occurs first. Federal funds not expended by the expiration date shall revert to the Department.

Except for the above amendments the original Memorandum of Agreement shall remain in full force and effect unless expressly amended or modified by this Third Amendment.

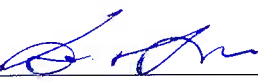
**In witness whereof**, the Parties have set their hands and seal the day and year set forth below.

**NEW MEXICO DEPARTMENT OF TRANSPORTATION**

By: \_\_\_\_\_  
Deputy Secretary or Designee  
Programs & Infrastructure

Date: \_\_\_\_\_

**REVIEWED AND APPROVED AS TO FORM AND LEGAL SUFFICIENCY BY THE  
DEPARTMENT'S OFFICE OF GENERAL COUNSEL**

By:  \_\_\_\_\_  
Assistant General Counsel

Date: 5 Jan 16

**CITY OF ALAMOGORDO**

By: \_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

**ATTEST**

By: \_\_\_\_\_  
Grants Administrator

Date: \_\_\_\_\_

**APPROVED AS TO FORM BY THE CITY ATTORNEY**

By: \_\_\_\_\_  
City Attorney

Date: \_\_\_\_\_

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 9.

**Submitted By:** Chris Darnell, City Engineer

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**Subject:** Consider, and act upon, Award of Public Works Bid No. 2015-015 for \$225,743 (excluding NMGR) to File Construction, LLC related to the Base Bid work on the Reclaimed Water Line Looping Project. Consider, and act upon, permission to Award Bid Alternate 1 work of Public Works Bid No. 2015-015 for \$151,897 (excluding NMGR) to File Construction, LLC contingent upon execution of a Pipeline Crossing Agreement with Union Pacific Railroad. *(Chris Darnell, City Engineer)*

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**Fiscal Impact:** \$407,851.20 with NMGR

Amount Budgeted: \$823,750.00

Fund: EN1305 - 089-9303-461.62-35 = \$523,750 and 081-9399-990.68-99 = \$300,000

Additional Fiscal Impact: **Base Bid** = \$225,743 plus \$18,059.44 (8% tax) = **\$243,802.44**

**Bid Alternate 1** = \$151,897 plus \$12,151.76 (8% tax) = **\$164,048.76**

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**Recommendation:** Award Public Works Bid No. 2015-015 for \$225,743 to File Construction, LLC related to the Base Bid work on the Reclaimed Water Line Looping Project. Approve permission to Award Bid Alternate 1 work of Public Works Bid No. 2015-015 for \$151,897 to File Construction, LLC contingent upon execution of a Pipeline Crossing Agreement with Union Pacific Railroad.

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**Background:** The Reclaimed Water Line Looping project consists of installation of 10" Reclaimed Water pipe for the purpose of looping the city's reclaimed water system. The base bid work will install approximately 4,665 linear feet of pipe extending from the existing east/west line approximately 750 feet south of First Street north to 11th Street (on the east side of the railroad). Bid Alternate 1, if Awarded is contingent upon receipt of a permit (Pipeline Crossing Agreement) from the railroad. Bid Alternate 1 would be added to the contract via change order. The permit/Agreement is currently in process. Execution of the Agreement will come before Commission when received from UPRR. Bid Alternate 1 work would complete the construction of the reclaimed water line from 11th Street north to tie into the existing system in Alameda Park in the vicinity of 16th Street.

Bids were open on January 19, 2016. Bids were received from 9 construction companies. File Construction, LLC was the low bidder. The Award is based upon the Base Bid per the contract documents. See attached Bid Tabulation. The project is partially funded by 2 New Mexico Environment Department grants; therefore, NMED must concur with the Award. Concurrence of Award to File Construction, LLC was received by NMED on January XX, 2016.

BID TABULATION  
Reclaimed Water Line Looping Project (EN1305)  
PUBLIC WORKS BID NO. 2015-015  
January 19, 2016

| ITEM                                    | ESTIMATED QUANTITY |       | DESCRIPTION                                | Engineer's Opinion of Probable Construction Cost |               | Low Bidder % vs. Engr | File Construction, LLC License 379720 |              | General Hydronics, Inc. License 26970 |                    | Burn Construction Co, Inc. License 1762 |               | Cherokee Enterprises, Inc. 55559 |               | Adame Construction, Inc. 367697 |               |
|-----------------------------------------|--------------------|-------|--------------------------------------------|--------------------------------------------------|---------------|-----------------------|---------------------------------------|--------------|---------------------------------------|--------------------|-----------------------------------------|---------------|----------------------------------|---------------|---------------------------------|---------------|
|                                         |                    |       |                                            | Unit Price                                       | TOTAL AMOUNT  |                       | Unit Price                            | TOTAL AMOUNT | Unit Price                            | TOTAL AMOUNT       | Unit Price                              | TOTAL AMOUNT  | Unit Price                       | TOTAL AMOUNT  | Unit Price                      | TOTAL AMOUNT  |
| 1                                       | 1                  | LS    | MOBILIZATION                               | \$ 60,000.00                                     | \$ 60,000.00  | -61%                  | \$ 23,700.00                          | \$ 23,700.00 | \$ 18,000.00                          | \$ 18,000.00       | \$ 21,385.00                            | \$ 21,385.00  | \$ 10,450.00                     | \$ 10,450.00  | \$ 42,000.00                    | \$ 42,000.00  |
| 2                                       | 1                  | LS    | CLEARING & GRUBBING                        | \$ 2,000.00                                      | \$ 2,000.00   | 576%                  | \$ 13,518.00                          | \$ 13,518.00 | \$ 2,500.00                           | \$ 2,500.00        | \$ 7,320.00                             | \$ 7,320.00   | \$ 6,050.00                      | \$ 6,050.00   | \$ 20,000.00                    | \$ 20,000.00  |
| 3                                       | 1                  | LS    | PROJECT REMOVALS                           | \$ 1,200.00                                      | \$ 1,200.00   | 442%                  | \$ 6,500.00                           | \$ 6,500.00  | \$ 6,500.00                           | \$ 6,500.00        | \$ 5,335.00                             | \$ 5,335.00   | \$ 2,662.00                      | \$ 2,662.00   | \$ 10,000.00                    | \$ 10,000.00  |
| 4                                       | 4,665              | LF    | 10" C-900 WATER LINE                       | \$ 50.00                                         | \$ 233,250.00 | -60%                  | \$ 20.00                              | \$ 93,300.00 | \$ 32.50                              | \$ 151,612.50      | \$ 35.00                                | \$ 163,275.00 | \$ 31.00                         | \$ 144,615.00 | \$ 26.00                        | \$ 121,290.00 |
| 5                                       | 1                  | EA    | 14" RW GATE VALVE                          | \$ 4,800.00                                      | \$ 4,800.00   | 42%                   | \$ 6,820.00                           | \$ 6,820.00  | \$ 8,263.00                           | \$ 8,263.00        | \$ 6,125.00                             | \$ 6,125.00   | \$ 8,300.00                      | \$ 8,300.00   | \$ 8,000.00                     | \$ 8,000.00   |
| 6                                       | 2                  | EA    | 10" RW GATE VALVE                          | \$ 4,200.00                                      | \$ 8,400.00   | -36%                  | \$ 2,680.00                           | \$ 5,360.00  | \$ 2,383.46                           | \$ 4,766.92        | \$ 2,005.00                             | \$ 4,010.00   | \$ 2,332.00                      | \$ 4,664.00   | \$ 3,000.00                     | \$ 6,000.00   |
| 7                                       | 1                  | EA    | TIE IN TO EXISTING 14" PVC REUSE WATERLINE | \$ 4,500.00                                      | \$ 4,500.00   | -44%                  | \$ 2,500.00                           | \$ 2,500.00  | \$ 4,123.69                           | \$ 4,123.69        | \$ 2,398.00                             | \$ 2,398.00   | \$ 3,440.00                      | \$ 3,440.00   | \$ 6,000.00                     | \$ 6,000.00   |
| 8                                       | 90                 | LF    | 18" BORED CROSSING FIRST STREET            | \$ 185.00                                        | \$ 16,650.00  | 31%                   | \$ 242.00                             | \$ 21,780.00 | \$ 245.49                             | \$ 22,094.10       | \$ 257.00                               | \$ 23,130.00  | \$ 272.00                        | \$ 24,480.00  | \$ 270.00                       | \$ 24,300.00  |
| 9                                       | 1                  | EA    | AIR RELIEF VALVE                           | \$ 4,750.00                                      | \$ 4,750.00   | 22%                   | \$ 5,800.00                           | \$ 5,800.00  | \$ 8,000.00                           | \$ 8,000.00        | \$ 5,628.00                             | \$ 5,628.00   | \$ 6,430.00                      | \$ 6,430.00   | \$ 5,000.00                     | \$ 5,000.00   |
| 10                                      | 1000               | SY    | ASPHALT PAVEMENT REMOVAL & REPLACEMENT     | \$ 55.00                                         | \$ 55,000.00  | -33%                  | \$ 37.00                              | \$ 37,000.00 | \$ 36.50                              | \$ 36,500.00       | \$ 39.62                                | \$ 39,620.00  | \$ 60.00                         | \$ 60,000.00  | \$ 59.00                        | \$ 59,000.00  |
| 11                                      | 1                  | EA    | FIRE HYDRANT                               | \$ 4,850.00                                      | \$ 4,850.00   | -8%                   | \$ 4,465.00                           | \$ 4,465.00  | \$ 4,800.00                           | \$ 4,800.00        | \$ 4,915.00                             | \$ 4,915.00   | \$ 4,470.00                      | \$ 4,470.00   | \$ 4,000.00                     | \$ 4,000.00   |
| 12                                      | 1                  | ALLOW | UTILITY ALLOWANCE                          | \$ 5,000.00                                      | \$ 5,000.00   | 0%                    | \$ 5,000.00                           | \$ 5,000.00  | \$ 5,000.00                           | \$ 5,000.00        | \$ 5,000.00                             | \$ 5,000.00   | \$ 5,000.00                      | \$ 5,000.00   | \$ 5,000.00                     | \$ 5,000.00   |
| BASE BID SUBTOTAL                       |                    |       |                                            | \$400,400.00                                     |               |                       | \$ 225,743.00                         |              | \$ 272,160.21                         |                    | \$ 288,141.00                           |               | \$ 280,561.00                    |               | \$ 310,590.00                   |               |
| NMGRT (8.0%)                            |                    |       |                                            | \$32,032.00                                      |               |                       | \$ 18,059.44                          |              | \$ 21,772.82                          |                    | \$ 23,051.28                            |               | \$ 22,444.88                     |               | \$ 24,847.20                    |               |
| TOTAL BASE BID                          |                    |       |                                            | \$432,432.00                                     |               |                       | \$ 243,802.44                         |              | \$ 293,933.03                         |                    | \$ 311,192.28                           |               | \$ 303,005.88                    |               | \$ 335,437.20                   |               |
|                                         |                    |       |                                            |                                                  |               |                       |                                       |              |                                       |                    |                                         |               |                                  |               |                                 |               |
|                                         |                    |       |                                            | Veteran's Preference (7%, 8% or 10%)             |               |                       |                                       |              |                                       | 7% Vet L1378390336 |                                         |               |                                  |               |                                 |               |
|                                         |                    |       |                                            | 5% In-State preference                           |               |                       | \$ 11,287.15                          |              |                                       | \$ 13,608.01       |                                         |               | \$ 14,028.05                     |               |                                 |               |
|                                         |                    |       |                                            | Effective Base Bid for Award w/ Preference       |               |                       | \$214,455.85                          |              |                                       | \$258,552.20       |                                         |               | \$ 267,971.13                    |               |                                 |               |
|                                         |                    |       |                                            |                                                  |               |                       |                                       |              |                                       |                    |                                         |               |                                  |               |                                 |               |
| BID ALTERNATE #1                        |                    |       |                                            |                                                  |               |                       |                                       |              |                                       |                    |                                         |               |                                  |               |                                 |               |
| 1                                       | 1                  | LS    | MOBILIZATION                               | \$ 25,000.00                                     | \$ 25,000.00  | 14%                   | \$ 28,400.00                          | \$ 28,400.00 | \$ 15,000.00                          | \$ 15,000.00       | \$ 14,584.00                            | \$ 14,584.00  | \$ 9,230.00                      | \$ 9,230.00   | \$ 10,000.00                    | \$ 10,000.00  |
| 2                                       | 1                  | LS    | PROJECT REMOVALS                           | \$ 1,000.00                                      | \$ 1,000.00   | 294%                  | \$ 3,940.00                           | \$ 3,940.00  | \$ 1,500.00                           | \$ 1,500.00        | \$ 2,160.00                             | \$ 2,160.00   | \$ 2,200.00                      | \$ 2,200.00   | \$ 10,000.00                    | \$ 10,000.00  |
| 3                                       | 3,100              | LF    | 10" C-900 WATER LINE                       | \$ 50.00                                         | \$ 155,000.00 | -48%                  | \$ 25.77                              | \$ 79,887.00 | \$ 25.00                              | \$ 77,500.00       | \$ 35.00                                | \$ 108,500.00 | \$ 33.00                         | \$ 102,300.00 | \$ 26.00                        | \$ 80,600.00  |
| 4                                       | 1                  | EA    | 6" RW GATE VALVE                           | \$ 3,400.00                                      | \$ 3,400.00   | -70%                  | \$ 1,030.00                           | \$ 1,030.00  | \$ 2,089.00                           | \$ 2,089.00        | \$ 1,238.00                             | \$ 1,238.00   | \$ 1,180.00                      | \$ 1,180.00   | \$ 1,100.00                     | \$ 1,100.00   |
| 5                                       | 1                  | EA    | 10" RW GATE VALVE                          | \$ 4,200.00                                      | \$ 4,200.00   | -37%                  | \$ 2,630.00                           | \$ 2,630.00  | \$ 2,204.00                           | \$ 2,204.00        | \$ 2,005.00                             | \$ 2,005.00   | \$ 2,332.00                      | \$ 2,332.00   | \$ 3,000.00                     | \$ 3,000.00   |
| 6                                       | 1                  | EA    | TIE IN TO EXISTING 10" PVC REUSE WATERLINE | \$ 4,500.00                                      | \$ 4,500.00   | -42%                  | \$ 2,610.00                           | \$ 2,610.00  | \$ 2,951.66                           | \$ 2,951.66        | \$ 1,569.00                             | \$ 1,569.00   | \$ 2,880.00                      | \$ 2,880.00   | \$ 3,000.00                     | \$ 3,000.00   |
| 7                                       | 100                | LF    | 18" BORED CROSSING RAILROAD                | \$ 185.00                                        | \$ 18,500.00  | 12%                   | \$ 208.00                             | \$ 20,800.00 | \$ 266.72                             | \$ 26,672.00       | \$ 297.50                               | \$ 29,750.00  | \$ 308.00                        | \$ 30,800.00  | \$ 270.00                       | \$ 27,000.00  |
| 8                                       | 1                  | EA    | AIR RELIEF VALVE                           | \$ 4,750.00                                      | \$ 4,750.00   | 22%                   | \$ 5,800.00                           | \$ 5,800.00  | \$ 8,000.00                           | \$ 8,000.00        | \$ 5,628.00                             | \$ 5,628.00   | \$ 6,430.00                      | \$ 6,430.00   | \$ 5,000.00                     | \$ 5,000.00   |
| 9                                       | 20                 | SY    | ASPHALT PAVEMENT REMOVAL & REPLACEMENT     | \$ 55.00                                         | \$ 1,100.00   | 64%                   | \$ 90.00                              | \$ 1,800.00  | \$ 34.00                              | \$ 680.00          | \$ 165.00                               | \$ 3,300.00   | \$ 60.00                         | \$ 1,200.00   | \$ 75.00                        | \$ 1,500.00   |
| 10                                      | 1                  | ALLOW | UTILITY ALLOWANCE                          | \$ 5,000.00                                      | \$ 5,000.00   | 0%                    | \$ 5,000.00                           | \$ 5,000.00  | \$ 5,000.00                           | \$ 5,000.00        | \$ 5,000.00                             | \$ 5,000.00   | \$ 5,000.00                      | \$ 5,000.00   | \$ 5,000.00                     | \$ 5,000.00   |
| BID ALTERNATE #1 SUBTOTAL               |                    |       |                                            | \$222,450.00                                     |               |                       | \$151,897.00                          |              | \$141,596.66                          |                    | \$173,734.00                            |               | \$163,552.00                     |               | \$146,200.00                    |               |
| NMGRT (8.0%)                            |                    |       |                                            | \$17,796.00                                      |               |                       | \$12,151.76                           |              | \$11,327.73                           |                    | \$13,898.72                             |               | \$13,084.16                      |               | \$11,696.00                     |               |
| TOTAL BID ALTERNATE #1                  |                    |       |                                            | \$240,246.00                                     |               |                       | \$164,048.76                          |              | \$152,924.39                          |                    | \$187,632.72                            |               | \$176,636.16                     |               | \$157,896.00                    |               |
|                                         |                    |       |                                            |                                                  |               |                       |                                       |              |                                       |                    |                                         |               |                                  |               |                                 |               |
| BASE BID PLUS BID ALTERNATE #1 SUBTOTAL |                    |       |                                            | \$622,850.00                                     |               |                       | \$377,640.00                          |              | \$413,756.87                          |                    | \$461,875.00                            |               | \$444,113.00                     |               | \$456,790.00                    |               |
| NMGRT (8.0%)                            |                    |       |                                            | \$49,828.00                                      |               |                       | \$30,211.20                           |              | \$33,100.55                           |                    | \$36,950.00                             |               | \$35,529.04                      |               | \$36,543.20                     |               |
| TOTAL BASE BID PLUS BID ALTERNATE #1    |                    |       |                                            | \$672,678.00                                     |               |                       | \$407,851.20                          |              | \$446,857.42                          |                    | \$498,825.00                            |               | \$479,642.04                     |               | \$493,333.20                    |               |
|                                         |                    |       |                                            | Engineer's Opinion of Probable Cost              |               |                       | File Construction, LLC License 379720 |              |                                       |                    |                                         |               |                                  |               |                                 |               |
|                                         |                    |       |                                            | \$ and % vs Engr Estimate                        |               |                       | \$ (245,210) -39%                     |              | \$ (209,093) -34%                     |                    | \$ (160,975) -26%                       |               | \$ (178,737) -29%                |               | \$ (166,060) -27%               |               |
|                                         |                    |       |                                            | \$ and % vs Low Bidder                           |               |                       | \$ - 0                                |              | \$ 46,417 10%                         |                    | \$ 62,398 22%                           |               | \$ 54,818 18%                    |               | \$ 84,847 21%                   |               |
|                                         |                    |       |                                            |                                                  |               |                       | File Construction, LLC License 379720 |              | General Hydronics, Inc. License 26970 |                    | Burn Construction Co, Inc. License 1762 |               | Cherokee Enterprises, Inc. 55559 |               | Adame Construction, Inc. 367697 |               |

 1/21/2016  
Erin Clements, PE Date

BID TABULATION  
Reclaimed Water Line Looping Project (EN1305)  
PUBLIC WORKS BID NO. 2015-015  
January 19, 2016

| ITEM                                    | ESTIMATED QUANTITY |       | DESCRIPTION                                | J&H Services, Inc.<br>87957 |               | Smithco Construction, Inc.<br>License 56580 |               | Morrow Enterprised, Inc.<br>License 51154 |               | A.A.C. Construction, LLC<br>License 361394 |               | AVERAGES     |               |
|-----------------------------------------|--------------------|-------|--------------------------------------------|-----------------------------|---------------|---------------------------------------------|---------------|-------------------------------------------|---------------|--------------------------------------------|---------------|--------------|---------------|
|                                         |                    |       |                                            | Unit Price                  | TOTAL AMOUNT  | Unit Price                                  | TOTAL AMOUNT  | Unit Price                                | TOTAL AMOUNT  | Unit Price                                 | TOTAL AMOUNT  | Unit Price   | TOTAL AMOUNT  |
| 1                                       | 1                  | LS    | MOBILIZATION                               | \$ 29,355.00                | \$ 29,355.00  | \$ 30,000.00                                | \$ 30,000.00  | \$ 29,017.00                              | \$ 29,017.00  | \$ 55,000.00                               | \$ 55,000.00  | \$ 28,767.44 | \$ 28,767.44  |
| 2                                       | 1                  | LS    | CLEARING & GRUBBING                        | \$ 12,410.00                | \$ 12,410.00  | \$ 5,000.00                                 | \$ 5,000.00   | \$ 5,716.00                               | \$ 5,716.00   | \$ 19,500.00                               | \$ 19,500.00  | \$ 10,223.78 | \$ 10,223.78  |
| 3                                       | 1                  | LS    | PROJECT REMOVALS                           | \$ 12,410.00                | \$ 12,410.00  | \$ 5,000.00                                 | \$ 5,000.00   | \$ 10,075.00                              | \$ 10,075.00  | \$ 28,500.00                               | \$ 28,500.00  | \$ 9,664.67  | \$ 9,664.67   |
| 4                                       | 4,665              | LF    | 10" C-900 WATER LINE                       | \$ 30.81                    | \$ 143,728.65 | \$ 40.00                                    | \$ 186,600.00 | \$ 46.00                                  | \$ 214,590.00 | \$ 36.00                                   | \$ 167,940.00 | \$ 33.03     | \$ 154,105.68 |
| 5                                       | 1                  | EA    | 14" RW GATE VALVE                          | \$ 7,605.00                 | \$ 7,605.00   | \$ 7,500.00                                 | \$ 7,500.00   | \$ 6,472.00                               | \$ 6,472.00   | \$ 9,500.00                                | \$ 9,500.00   | \$ 7,620.56  | \$ 7,620.56   |
| 6                                       | 2                  | EA    | 10" RW GATE VALVE                          | \$ 2,712.00                 | \$ 5,424.00   | \$ 2,500.00                                 | \$ 5,000.00   | \$ 2,402.00                               | \$ 4,804.00   | \$ 6,500.00                                | \$ 13,000.00  | \$ 2,946.05  | \$ 5,892.10   |
| 7                                       | 1                  | EA    | TIE IN TO EXISTING 14" PVC REUSE WATERLINE | \$ 6,680.00                 | \$ 6,680.00   | \$ 8,500.00                                 | \$ 8,500.00   | \$ 3,620.00                               | \$ 3,620.00   | \$ 12,500.00                               | \$ 12,500.00  | \$ 5,529.08  | \$ 5,529.08   |
| 8                                       | 90                 | LF    | 18" BORED CROSSING FIRST STREET            | \$ 247.00                   | \$ 22,230.00  | \$ 350.00                                   | \$ 31,500.00  | \$ 354.00                                 | \$ 31,860.00  | \$ 225.00                                  | \$ 20,250.00  | \$ 273.61    | \$ 24,624.90  |
| 9                                       | 1                  | EA    | AIR RELIEF VALVE                           | \$ 5,216.00                 | \$ 5,216.00   | \$ 6,500.00                                 | \$ 6,500.00   | \$ 5,549.00                               | \$ 5,549.00   | \$ 6,500.00                                | \$ 6,500.00   | \$ 6,069.22  | \$ 6,069.22   |
| 10                                      | 1000               | SY    | ASPHALT PAVEMENT REMOVAL & REPLACEMENT     | \$ 76.40                    | \$ 76,400.00  | \$ 50.00                                    | \$ 50,000.00  | \$ 45.00                                  | \$ 45,000.00  | \$ 72.00                                   | \$ 72,000.00  | \$ 52.84     | \$ 52,835.56  |
| 11                                      | 1                  | EA    | FIRE HYDRANT                               | \$ 4,600.00                 | \$ 4,600.00   | \$ 6,000.00                                 | \$ 6,000.00   | \$ 4,608.00                               | \$ 4,608.00   | \$ 6,500.00                                | \$ 6,500.00   | \$ 4,928.67  | \$ 4,928.67   |
| 12                                      | 1                  | ALLOW | UTILITY ALLOWANCE                          | \$ 5,000.00                 | \$ 5,000.00   | \$ 5,000.00                                 | \$ 5,000.00   | \$ 5,000.00                               | \$ 5,000.00   | \$ 5,000.00                                | \$ 5,000.00   | \$ 5,000.00  | \$ 5,000.00   |
| BASE BID SUBTOTAL                       |                    |       |                                            | \$                          | 331,058.65    | \$                                          | 346,600.00    | \$                                        | 366,311.00    | \$                                         | 416,190.00    | \$           | 315,261.65    |
| NMGRT (8.0%)                            |                    |       |                                            | \$                          | 26,484.69     | \$                                          | 27,728.00     | \$                                        | 29,304.88     | \$                                         | 33,295.20     | \$           | 25,220.93     |
| TOTAL BASE BID                          |                    |       |                                            | \$                          | 357,543.34    | \$                                          | 374,328.00    | \$                                        | 395,615.88    | \$                                         | 449,485.20    | \$           | 340,482.58    |
|                                         |                    |       |                                            |                             |               |                                             |               |                                           |               |                                            |               |              |               |
|                                         |                    |       |                                            |                             |               |                                             |               |                                           |               |                                            |               |              |               |
|                                         |                    |       |                                            | \$                          | 16,552.93     | \$                                          | 17,330.00     | \$                                        | 18,315.55     | \$                                         | 20,809.50     |              |               |
|                                         |                    |       |                                            |                             | \$314,505.72  |                                             | \$329,270.00  |                                           | \$347,995.45  |                                            | \$395,380.50  |              |               |
|                                         |                    |       |                                            |                             |               |                                             |               |                                           |               |                                            |               |              |               |
| BID ALTERNATE #1                        |                    |       |                                            |                             |               |                                             |               |                                           |               |                                            |               |              |               |
| 1                                       | 1                  | LS    | MOBILIZATION                               | \$ 12,460.00                | \$ 12,460.00  | \$ 2,500.00                                 | \$ 2,500.00   | \$ 26,986.00                              | \$ 26,986.00  | \$ 30,000.00                               | \$ 30,000.00  | \$ 16,573.33 | \$ 16,573.33  |
| 2                                       | 1                  | LS    | PROJECT REMOVALS                           | \$ 6,205.00                 | \$ 6,205.00   | \$ 1,000.00                                 | \$ 1,000.00   | \$ 5,037.00                               | \$ 5,037.00   | \$ 15,000.00                               | \$ 15,000.00  | \$ 5,226.89  | \$ 5,226.89   |
| 3                                       | 3,100              | LF    | 10" C-900 WATER LINE                       | \$ 28.50                    | \$ 88,350.00  | \$ 35.00                                    | \$ 108,500.00 | \$ 44.00                                  | \$ 136,400.00 | \$ 36.00                                   | \$ 111,600.00 | \$ 32.03     | \$ 99,293.00  |
| 4                                       | 1                  | EA    | 6" RW GATE VALVE                           | \$ 2,537.00                 | \$ 2,537.00   | \$ 2,000.00                                 | \$ 2,000.00   | \$ 1,646.00                               | \$ 1,646.00   | \$ 5,000.00                                | \$ 5,000.00   | \$ 1,980.00  | \$ 1,980.00   |
| 5                                       | 1                  | EA    | 10" RW GATE VALVE                          | \$ 2,712.00                 | \$ 2,712.00   | \$ 2,500.00                                 | \$ 2,500.00   | \$ 2,402.00                               | \$ 2,402.00   | \$ 6,500.00                                | \$ 6,500.00   | \$ 2,920.56  | \$ 2,920.56   |
| 6                                       | 1                  | EA    | TIE IN TO EXISTING 10" PVC REUSE WATERLINE | \$ 3,460.00                 | \$ 3,460.00   | \$ 7,500.00                                 | \$ 7,500.00   | \$ 2,801.00                               | \$ 2,801.00   | \$ 12,500.00                               | \$ 12,500.00  | \$ 4,363.52  | \$ 4,363.52   |
| 7                                       | 100                | LF    | 18" BORED CROSSING RAILROAD                | \$ 199.00                   | \$ 19,900.00  | \$ 350.00                                   | \$ 35,000.00  | \$ 362.00                                 | \$ 36,200.00  | \$ 225.00                                  | \$ 22,500.00  | \$ 276.25    | \$ 27,624.67  |
| 8                                       | 1                  | EA    | AIR RELIEF VALVE                           | \$ 5,216.00                 | \$ 5,216.00   | \$ 6,500.00                                 | \$ 6,500.00   | \$ 5,549.00                               | \$ 5,549.00   | \$ 7,500.00                                | \$ 7,500.00   | \$ 6,180.33  | \$ 6,180.33   |
| 9                                       | 20                 | SY    | ASPHALT PAVEMENT REMOVAL & REPLACEMENT     | \$ 76.40                    | \$ 1,528.00   | \$ 50.00                                    | \$ 1,000.00   | \$ 51.00                                  | \$ 1,020.00   | \$ 78.00                                   | \$ 1,560.00   | \$ 75.49     | \$ 1,509.78   |
| 10                                      | 1                  | ALLOW | UTILITY ALLOWANCE                          | \$ 5,000.00                 | \$ 5,000.00   | \$ 5,000.00                                 | \$ 5,000.00   | \$ 5,000.00                               | \$ 5,000.00   | \$ 5,000.00                                | \$ 5,000.00   | \$ 5,000.00  | \$ 5,000.00   |
| BID ALTERNATE #1 SUBTOTAL               |                    |       |                                            |                             | \$147,368.00  |                                             | \$171,500.00  |                                           | \$223,041.00  |                                            | \$217,160.00  |              | \$170,672.07  |
| NMGRT (8.0%)                            |                    |       |                                            |                             | \$11,789.44   |                                             | \$13,720.00   |                                           | \$17,843.28   |                                            | \$17,372.80   |              | \$13,653.77   |
| TOTAL BID ALTERNATE #1                  |                    |       |                                            |                             | \$159,157.44  |                                             | \$185,220.00  |                                           | \$240,884.28  |                                            | \$234,532.80  |              | \$184,325.84  |
|                                         |                    |       |                                            |                             |               |                                             |               |                                           |               |                                            |               |              |               |
| BASE BID PLUS BID ALTERNATE #1 SUBTOTAL |                    |       |                                            |                             | \$478,426.65  |                                             | \$518,100.00  |                                           | \$589,352.00  |                                            | \$633,350.00  |              | \$485,933.72  |
| NMGRT (8.0%)                            |                    |       |                                            |                             | \$38,274.13   |                                             | \$41,448.00   |                                           | \$47,148.16   |                                            | \$50,668.00   |              | \$38,874.70   |
| TOTAL BASE BID PLUS BID ALTERNATE #1    |                    |       |                                            |                             | \$516,700.78  |                                             | \$559,548.00  |                                           | \$636,500.16  |                                            | \$684,018.00  |              | \$524,808.42  |
|                                         |                    |       |                                            |                             |               |                                             |               |                                           |               |                                            |               | AVERAGES     |               |
|                                         |                    |       |                                            | \$ (144,423)                | -23%          | \$ (104,750)                                | -17%          | \$ (33,498)                               | -5%           | \$ 10,500                                  | 2%            |              |               |
|                                         |                    |       |                                            | \$ 105,316                  | 27%           | \$ 120,857                                  | 37%           | \$ 140,568                                | 56%           | \$ 190,447                                 | 68%           |              |               |
|                                         |                    |       |                                            | J&H Services, Inc.<br>87957 |               | Smithco Construction, Inc.<br>License 56580 |               | Morrow Enterprised, Inc.<br>License 51154 |               | A.A.C. Construction, LLC<br>License 361394 |               |              |               |

January 21, 2016

voice: 575.532.8670  
facsimile: 575.532.8680

Nancy Beshaler, Project Manager  
City of Alamogordo  
1376 E. Ninth Street  
Alamogordo, NM 88310

Re: City of Alamogordo, Reclaimed Water Line Looping Project Phase I  
Award Recommendation  
Public Works Bid No. 2015-015  
BHI Project No. 20150316

Dear Ms. Beshaler,

Bids were opened for the above-referenced project on Tuesday, January 19, 2016 at 10:00 a.m. at the City of Alamogordo Commission Chambers. The project consists of construction and installation of a new 10" C-900 PVC Reuse Water Looping Line from approximately 750' south of First Street extending approximately 4,665' north to 11th Street including pipe, trenching, backfill and compaction, bored crossing, air relief, isolation valves, flush hydrant and pavement removal and replacement, all within the city limits of Alamogordo, New Mexico. Bid Alternate 1, if Awarded, will consist of construction of an additional 3100 feet of 10" C-900 PVC Reuse pipe from 11th Street to tie in to the existing line in Alameda Park in the vicinity of 16th Street including a bore under the railroad tracks.

The project was bid as a unit price for base bid and bid alternate. Final quantities may vary from those estimated in the Bid Schedule. A total of nine bids were received before the scheduled Bid Opening. A copy of the certified bid tabulation is attached. A summary of the three lowest bids is shown below:

| Bidder                                               | Base Bid     | Bid Alternate #1 |
|------------------------------------------------------|--------------|------------------|
| File Construction, LLC<br>Albuquerque, New Mexico    | \$225,743.00 | \$151,897.00     |
| General Hydronics, Inc.<br>Alamogordo, New Mexico    | \$272,160.21 | \$141,596.66     |
| Burn Construction Co. Inc.<br>Las Cruces, New Mexico | \$288,141.00 | \$173,734.00     |
| Engineer Estimate                                    | \$400,400.00 | \$222,450.00     |

These figures **DO NOT** include New Mexico Gross Receipts Tax at the City of Alamogordo rate of 8.0%.

**Engineering** ▲

**Spatial Data** ▲

**Advanced Technologies** ▲

Nancy Beshaler  
City of Alamogordo  
January 21, 2016  
Page 2

The low bid is considerably lower than the engineers estimate for base bid and bid alternate. The two lowest bids are within 9% of one another. We have verified with the low bidder that their quantity calculations are correct and the scope of work is well understood as it relates to the project specifications.

The apparent low bidder is:

File Construction, LLC  
119 Industrial Ave. NE  
Albuquerque, NM 87107  
505.554.1780

License No. 379720  
GB98, GF05, GF07, GF09, MM01  
Expires: September 30, 2016

The apparent low bidder's licenses have been verified with NM Licensing Services, are valid for the type of work to be accomplished, and are in active status. BHI is currently working with File Construction, LLC on another project, however construction has not progressed to a point that a favorable determination of final construction quality can be made at this time. A copy of their bidder's qualification statement is attached for your reference. We have called references on previous projects and they indicate that those projects have been completed with satisfactory results.

The contract documents require that bidders hold the bid prices for a period of sixty (60) days after the bid opening to allow the owner to evaluate the bid proposals. It is our understanding that the City of Alamogordo currently has funding in place to complete the base bid and alternate # 1. It is also our understanding that the railroad parallel permit needed to construct bid alternate # 1 is in process and should be received within the next 60 days. On the basis of the above, I recommend the City of Alamogordo award construction of the project to File Construction, LLC in the amount of \$225,743.00 for the base bid. Award of the bid alternate #1 can be added to the project by change order once the railroad parallel permit is completed and the project site certificate has been updated.

The City should take action to accept or revise this recommendation in accordance with the City's objectives for award of the construction contract. It is my understanding that consideration of the award will take place at a regular commission meeting on January 26, 2016. Please do not hesitate to contact me if you have any questions or need further assistance with this prior to that time.

Sincerely,



David M. Shields, CET  
Project Manager

DMS/dg

Enclosure(s)

cc: File Construction, LLC

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

---

**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 10.

**Submitted By:** Stephen Thies, City Attorney

---

**Subject:** Consider, and act upon, a request from Mrs. Sandra Shaw to refund payment of Utility Lien at 2306 Harvard Avenue. *(Stephen Thies, City Attorney)*

---

**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

---

**Recommendation:** Approve the refund to Mrs. Sandra Shaw.

---

**Background:** Mrs. Sandra Shaw is requesting a refund on the Utility Lien she paid off on April 28, 2015. This lien was filed with the County on September 18, 2006. The lien amount was \$445.97 which includes an Administrative Fee of \$150.00, interest of \$428.13, and filing fees of \$34.00 for a total paid of \$908.10

Since four years have elapsed since the filing of the lien, it would be my recommendation that the commission approve the refund of the lien.

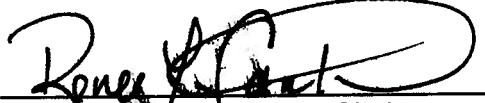
RELEASE OF LIEN

The City of Alamogordo, New Mexico, a New Mexico municipal corporation, claimant under that certain Notice of Lien directed toward **Stanley Shaw**, executed on September 14, 2006 and filed on September 18, 2006 in Book 1259, Page 800 of the Records of the County Clerk, Otero County, New Mexico, and concerning property located in Dyer, Block 407, Lot 4 of the City of Alamogordo, County of Otero, State of New Mexico, having the street address **2306 Harvard Avenue**, Alamogordo, New Mexico, by and through its City Clerk, does hereby acknowledge payment in full of the principal amount of the lien and accrued interest and hereby releases its lien upon the real estate described in the Notice of Lien referenced above.

Executed this 29<sup>th</sup> day of April 2015.

CITY OF ALAMOGORDO, NEW MEXICO,  
a New Mexico municipal corporation

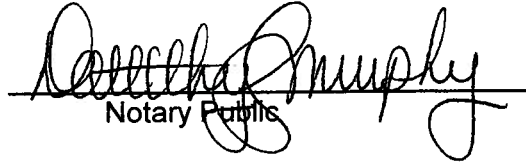
By:

  
Renee L. Cantin, City Clerk

STATE OF NEW MEXICO    )  
                                      ) ss.  
COUNTY OF OTERO        )

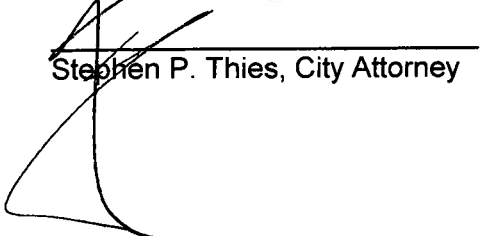
The foregoing Release of Lien was acknowledged before me this 29<sup>th</sup> day of April, 2015, by Renee L. Cantin, City Clerk, City of Alamogordo, New Mexico, a New Mexico municipal corporation, on behalf of the corporation.

My commission expires:  
November 5, 2015

  
Notary Public



APPROVED AS TO FORM:

  
Stephen P. Thies, City Attorney

PAYMENT VERIFIED:

  
Sue Ashe, Accounting Project Analyst

Account Nos. 67673-18828; 66185-18825; 64645-18828

# UTILITY LIEN PAYOFF

Prepared By: DMURPHY Date: 4/20/2015  
 Address: 2306 harvard Lien filed: 9/18/2006  
 Lien#: 750,751,752 Name: Shaw  
 Acct#: 67673-18828; 66185-18828; 64645-18828

Interest: 12% 0.000328767 per day

9/18/2006 \$ 445.97 \$428.13 2920  
 \$ 445.97

|           |             |
|-----------|-------------|
| \$ 445.97 | Lien amt    |
| \$ 34.00  | filing fees |
| \$ 428.13 | interest    |
| \$ 908.10 | total due   |

PAYOFF GOOD THROUGH: 4/30/2015

67673-18828 - \$206.07

66185-18828 - \$187.26

64645-18828 - \$52.64  
 \$445.97

CITY OF ALAMOGORDO, NEW MEXICO  
 \*\*\* CUSTOMER RECEIPT \*\*\*  
 Oper: ABBOTTS Type: OC Drawer: 1  
 Date: 4/28/15 01 Receipt no: 102473

Customer Location Name Amount  
 67673 18828 SHAW, STANLEY D  
 UP UTILITY PAYMENT \$668.20 ✓

Remaining balance: \$462.13-  
 66185 18828 FREEMAN, JOHNNY  
 UP UTILITY PAYMENT \$187.26 ✓

Remaining balance: \$187.26-  
 64645 18828 BARBER, SHAWN  
 UP UTILITY PAYMENT \$52.64 ✓

Remaining balance: \$52.64-  
 Tender detail

CK CHECK \$908.10  
 Total tendered \$908.10  
 Total payment \$908.10

Trans date: 4/28/15 Time: 11:41:47

THANK YOU AND HAVE A NICE DAY

CITY OF ALAMOGORDO  
 1376 E. Ninth Street  
 Alamogordo, NM 88310

4/20/2015



Bk 1259 Pg 800

# NOTICE OF LIEN

750  
751  
752

NOTICE IS HEREBY GIVEN that the City of Alamogordo, New Mexico (hereinafter referred to as the "City"), by and through its Clerk, claims a lien upon the below-described property.

1. The lien is established under City ordinances codified as §§28-02-120 and 28-03-060, Code of Ordinances of the City of Alamogordo, New Mexico and under §§3-23-6 and 3-26-2 NMSA 1978 (1995 Repl. Pam.).
2. The purpose of the lien is to recover unpaid charges for water, sewer services provided by the City.
3. The name of the owner and the property against which the lien is established, as determined by the records of the County Assessor, Otero County, New Mexico, is **Stanley Shaw**, whose address is 1807 Flora Circle, Las Cruces, NM 88001.
4. The property against which the lien is established is described as follows:  
*Dyer Blk 407, Lt 4 of the City of Alamogordo, County of Otero, State of New Mexico having the street address of 2306 Harvard Avenue, Alamogordo, NM 88310.*
5. The Principal amount of the lien is \$445.97.
6. The lien is established for services provided during the period from January 30, 2004 through November 22, 2004 (account #67673-18828, 66185-18828, 64645-18828).
7. The principal amount of the lien shall bear interest at the rate of twelve (12%) percent per year from the date of filing of the Notice of Lien unless otherwise provided by law.

CITY OF ALAMOGORDO, NEW MEXICO,  
a New Mexico municipal corporation

By: Renee L. Cantin  
RENEE L. CANTIN, CITY CLERK

STATE OF NEW MEXICO )  
OTERO COUNTY ) ss.

The foregoing Notice of Lien was acknowledged before me this 14<sup>th</sup> day of September, 2006, by Renee L. Cantin, City Clerk of the City of Alamogordo, New Mexico, a New Mexico municipal corporation, on behalf of said corporation.

My commission expires: 2-16-10

Maisha S. Brady  
Notary Public

APPROVED AS TO FORM:

William H. Brogan  
William H. Brogan, City Attorney

APPROVED AS TO AMOUNT:

Helen Viscarra  
Helen Viscarra, Internal Control Analyst



STATE OF NEW MEXICO } s.s.  
OTERO COUNTY }  
FILED FOR RECORD IN MY OFFICE  
This 18 day of September 2006  
At 9:30 o'clock A M and duly recorded  
in Book No. 1259 Page 800  
The records of Otero County, New Mexico  
Robert Salas  
County Clerk, Otero County, New Mexico  
By K. Craig Deputy

10585

750 ✓  
751 -  
752 -

To: William H. Brogan, City Attorney  
From: Nichole Carrera, Utility Billing/Collections  
Date: September 11, 2006  
Thru: Teresa Guilez, Customer Service Manager  
Re: Account No.: 67673-18828; 66185-18828; 64645-18828  
Address: 2306 Harvard Avenue



-----  
I REQUEST A LIEN BE PLACED AGAINST THE PROPERTY FOR THE ACCOUNT LISTED BELOW:

NAME OF PROPERTY OWNER

Stanley Shaw  
1807 Flora Circle  
Las Cruces, NM 88001

LEGAL DESCRIPTION

2306 Harvard Avenue  
Dyer Blk 407 Lt 4

BASE RATE ACCOUNT

Stanley D. Shaw 67673-18828

✓ 752

TIME PERIOD

|                 |                                         |
|-----------------|-----------------------------------------|
| Billed 10/21/04 | Service: 09/15/04 to 10/11/04 = \$18.26 |
| Billed 11/18/04 | Service: 10/12/04 to 11/10/04 = \$20.55 |
| Billed 11/23/04 | Service: 11/11/04 to 11/22/04 = \$10.26 |
|                 | Late Charges: 11/19/04 = \$ 7.00        |
|                 | Subtotal = <del>\$56.07</del>           |

206.07

## TENANT OCCUPIED HOME WHEN DEBT WAS INCURRED

Johnny Freeman 66185-18828

751



### TIME PERIOD

|                 |                                          |
|-----------------|------------------------------------------|
| Billed 08/19/04 | Service: 06/29/04 to 08/10/04 = \$261.45 |
| Billed 09/08/04 | Service: 08/11/04 to 09/03/04 = \$55.81  |
|                 | Deposit Refund: 09/08/04 = (\$130.00)    |
|                 | Subtotal = \$187.26                      |

## TENANT OCCUPIED HOME WHEN DEBT WAS INCURRED

Shawn Barber 64645-18828

750



### TIME PERIOD

|                 |                                         |
|-----------------|-----------------------------------------|
| Billed 03/24/04 | Service: 01/30/04 to 03/09/04 = \$55.38 |
| Billed 04/21/04 | Service: 03/10/04 to 04/09/04 = \$42.81 |
| Billed 05/11/04 | Service: 04/10/04 to 05/10/04 = \$48.19 |
|                 | Late Charges: 04/20/04 = \$ 6.32        |
|                 | Turn on/ Turn off: 04/30/04 = \$29.94   |
|                 | Deposit Refund: 05/11/04 = (\$130.00)   |
|                 | Subtotal = \$52.64                      |

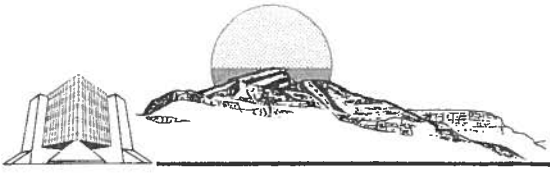
Subtotal (67673-18828) = \$56.07

Subtotal (66185-18828) = \$187.26

Subtotal (64645-18828) = \$52.64

Administrative Fee = \$150.00

Total = \$445.97



# City of Alamogordo



1376 E. NINTH STREET • ALAMOGORDO, NEW MEXICO 88310-5838 • CITY ATTORNEY'S OFFICE  
(575) 439-4210 FAX (575) 439-4396

May 20, 2015

Ms. Sandra Shaw  
11360 Bob Mitchell  
El Paso, TX 79936

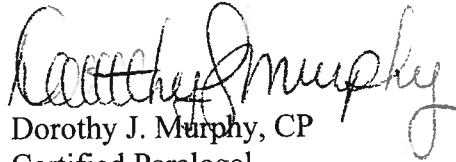
RE: *2306 Harvard Avenue, Alamogordo, NM*

Dear Ms. Shaw:

Enclosed is the Release of Lien for your property located at 2306 Harvard Avenue in Alamogordo, New Mexico. Also enclosed is a copy of the receipt for payment of the Lien.

If you have any questions, please do not hesitate to contact this office.

Sincerely,



Dorothy J. Murphy, CP  
Certified Paralegal

Enclosure

☒ Track your expenses...

☐ Clothing

☐ Credit Card

☐ Entertainment

☐ Food

☐ Utilities

☐ Insurance

☐ Transportation

☐ Mortgage

☐ Other: \_\_\_\_\_

☐ TAX-DEDUCTIBLE ITEM

4323

City of Alamosa  
nine hundred eight 10/100

2000 Howard

04/27/2015

BALANCE  
FORWARD

THIS ITEM

BALANCE

DEPOSIT

OTHER

BALANCE  
FORWARD

908.10

For added security, your name and account number do not appear on this copy.

NOT NEGOTIABLE

City of Alamogordo, att. Stephanie  
575 7454-4260

### UTILITY LIEN PAYOFF

Prepared By: DMURPHY Date: 4/20/2015  
Address: 2306 harvard Lien filed: 9/18/2006  
Lien#: 750,751,752 Name: Shaw  
Acct#: 67673-18828; 66185-18828; 64645-18828

Interest: 12% 0.000328767 per day

9/18/2006 \$ 445.97 \$428.13 2920

\$ 445.97

|                  |             |
|------------------|-------------|
| \$ 445.97        | Lien amt    |
| \$ 34.00         | filing fees |
| \$ 428.13        | interest    |
| <u>\$ 908.10</u> | total due   |

PAYOFF GOOD THROUGH: 4/30/2015

Stephanie  
This is the check to pay the liens for  
the property located at 2306 Harvard under the  
name of STANLEY D. SHAW

Bank of America Advantage

SANDRA A SHAW  
11360 BOB MITCHELL DR  
EL PASO TX 79936-4722

4323

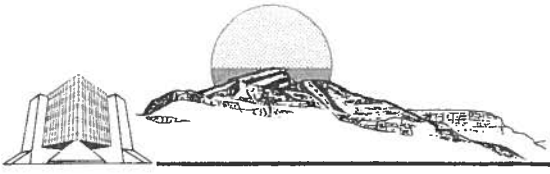
35-2/1130 TX  
17613

04/27/2015  
Date

Pay to the order of City of Alamogordo \$ 908.10 =  
Nine hundred eight 10/100 Dollars

Bank of America

ACH R/T 111000025



# City of Alamogordo



1376 E. NINTH STREET • ALAMOGORDO, NEW MEXICO 88310-5838 • CITY ATTORNEY'S OFFICE  
(575) 439-4210 FAX (575) 439-4396

May 20, 2015

Ms. Sandra Shaw  
11360 Bob Mitchell  
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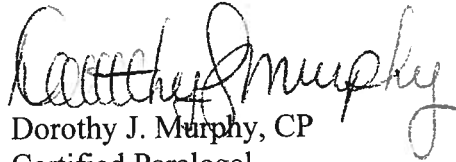
RE: *2306 Harvard Avenue, Alamogordo, NM*

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If you have any questions, please do not hesitate to contact this office.

Sincerely,



Dorothy J. Murphy, CP  
Certified Paralegal

Enclosure

☒ Track your expenses...

☐ Clothing

☐ Credit Card

☐ Entertainment

☐ Food

☐ Utilities

☐ Insurance

☐ Transportation

☐ Mortgage

☐ Other: \_\_\_\_\_

☐ TAX-DEDUCTIBLE ITEM

4323

*City of Alamosa*  
*nine hundred eight 10/100*

*2000 Howard*

*04/27/2015*

BALANCE  
FORWARD

THIS ITEM

BALANCE

DEPOSIT

OTHER

BALANCE  
FORWARD

*908.10*

For added security, your name and account number do not appear on this copy.

NOT NEGOTIABLE

City of Alamogordo, att. Stephanie  
575 7454-4260

### UTILITY LIEN PAYOFF

Prepared By: DMURPHY Date: 4/20/2015  
Address: 2306 harvard Lien filed: 9/18/2006  
Lien#: 750,751,752 Name: Shaw  
Acct#: 67673-18828; 66185-18828; 64645-18828

Interest: 12% 0.000328767 per day

9/18/2006 \$ 445.97 \$428.13 2920

\$ 445.97

|                  |             |
|------------------|-------------|
| \$ 445.97        | Lien amt    |
| \$ 34.00         | filing fees |
| \$ 428.13        | interest    |
| <u>\$ 908.10</u> | total due   |

PAYOFF GOOD THROUGH: 4/30/2015

Stephanie  
This is the check to pay the liens for  
the property located at 2306 Harvard under the  
name of STANLEY D. SHAW

Bank of America Advantage

SANDRA A SHAW  
11360 BOB MITCHELL DR  
EL PASO TX 79936-4722

4323

35-2/1130 TX  
17613

04/27/2015  
Date

Pay to the order of City of Alamogordo \$ 908.10 =  
Nine hundred eight 10/100 Dollars

Bank of America

ACH R/T 111000025

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

---

**Meeting Date:** 01/26/2016

**Report Date:** 1/21/2016

**Report No:** 11.

**Submitted By:** Brian Cesar, Public Works  
Director

---

**Subject:** Consider , and act upon, sewer service line failure at 1202 Juniper. *(Brian Cesar, Public Works Director)*

---

**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

---

**Recommendation:** Direct Staff to repair the residents sewer service line, complete repairs to damaged City Right of Way and prepare billing to resident for repairs.

---

**Background:**

1202 Juniper is is an occupied single family residence constructed in 1965, located between Pine and Oak on the east side of Juniper. The owner and resident of the property is Noble Johnston. Public Works has determined that 1202 Juniper has a sewer connection that is in disrepair and is causing damage to the right-of-way.

Section 28-02-090 of the Code of Ordinances indicates it is the homeowners responsibility to maintain the sewer connection between the residence and the sewer main, and also indicates the homeowners responsibility to repair any of the right of way damaged by failure of the sewer connection such as sidewalk, curb or asphalt. The ordinance allows for a thirty (30) day period after receipt of written notification in which the owner is to make repairs.

Notification of the violation was sent to the property owner in July of 2010. Upon receipt of the notice, the homeowner submitted a letter of appeal wishing to be heard by the commission on this issue.

As the appeal had been received, the case was put on hold until the issue could be heard by Commission. This appeal has yet to be heard.

In September of 2015, Public Works requested that Code Enforcement notify the property owner again to make the necessary repairs. A second thirty (30) day notice was issued on November 12, 2015. The homeowner again contacted the City Clerks Office requesting a copy of the appeal letter he submitted in 2010. The thirty days for compliance have passed without repair.

As the homeowner has failed to make the necessary repairs, Section 28-02-090 grants the power and

authority to the city to make the necessary repairs and bill the owner. The cost of the repairs if not paid in a timely manner, may constitute a lien on the property.

It is imperative that these repairs be made. The longer the issue remains unaddressed, the greater the damage to right-of-way, sidewalk, and the residents property; and the greater the cost of repair.

Noble R. Johnston  
1202 Juniper Dr.  
Alamogordo New Mexico  
July, 21 2010

Received

To whom it may concern

As specified in Section 29-08-050 of the Alamogordo Code of Ordinances this letter is intended as an appeal to case# 10-00000019. The allegation is that as the property owner at 1202 Juniper Dr. I am responsible for the repair of the curb, gutter and asphalt in the street and any other damage caused by a leaking sewer line.

I have lived at this address for the past twelve years and the problem with the curb, gutter and asphalt in the street were there when I move in. The problem has not gotten any worse; therefore I do not believe that my sewer line is leaking. I do believe that there is a problem with the sewer main line that runs down Juniper Dr.. In the eleven and twelve hundred block of Juniper Dr. over half of the address have patches in the roadway where the feeder lines to the main sewer line have been replaced. It is not reasonable to assume that all of these would fail if there is not some common fault. The common fault is the sewer main that runs down the middle of the street. I believe that this line has possibly settled causing the feeder lines to fail.

Juniper Dr. is a connecting street between Tenth and Indian Wells and has a very high volume of traffic daily with no restrictions as to the size or weight of the vehicles that travel the street. There is a possibility that the amount of traffic is causing the sewer main to vibrate and causing the feeder lines to fail.

It does not seem reasonable that the number of feeder lines, connecting to the sewer main on Juniper, that have failed would have done so without some common factor. The logical conclusion is that factor is the main sewer line and that is the responsibility of the city. The city should investigate this problem and determine if there is a problem with the main sewer line. The cost to replace the feeder line from my property to the sewer main is vastly more than I can afford and I will not be able to fix this issue.

Respectfully Submitted

*Noble R Johnston*



28-02-090. - Maintenance and repair of service lines—Connections.

A property owner is responsible for the maintenance and repair of service lines connecting his building to the sewage collection system including taps, saddles and wys. A property owner is also responsible for any damage to public property resulting from the failure of such service lines, such failure including, but not limited to, leaks or collapses. Upon failure of a property owner to comply with the provisions hereof, written notice by the building inspector shall be given demanding that maintenance or repair be made within thirty (30) days from the date of such notice. Upon failure to comply with such notice, then and in that event, the city shall have the power and the authority to maintain or repair, the cost and expense of which shall be liened against any such property.

(Ord. No. 817, § 1, 5-14-91)

**State Law reference—** Authority to levy service charges. NMSA § 3-26-2A.

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/21/2016

**Report No:** 12.

**Submitted By:** Brian Cesar, Public Works  
Director

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**Subject:** Consider, and act upon, a sewer service line failure at 2405 East 10th Street. *(Brian Cesar, Public Works Director)*

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Direct Staff to repair the City Right of Way and prepare billing to resident for repairs at 2405 E. 10th Street.

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**Background:**

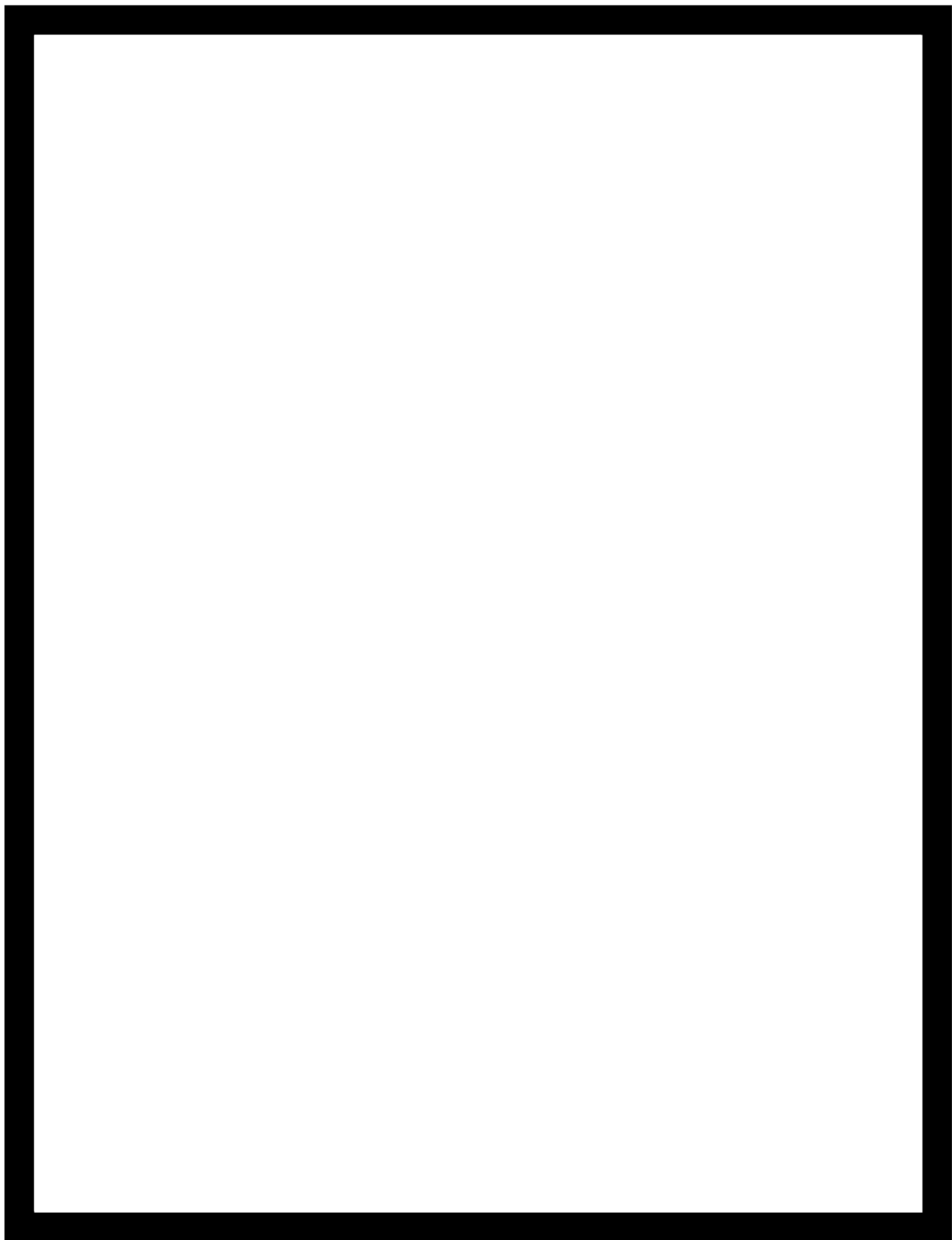
2405 E 10th Street is an occupied single family residence constructed in 1958 located on the northeast corner of 10th and McKinley, across the street from Heights Elementary. The owner and resident of the property is Doris Weese. Public Works has determined that 2405 E 10th Street has a sewer connection that is in disrepair and is causing damage to the right-of-way.

Section 28-02-090 of the Code of Ordinances indicates it is the homeowners responsibility to maintain the sewer connection between the residence and the sewer main, and also indicates the homeowners responsibility to repair any of the right of way damaged by failure of the sewer connection such as sidewalk, curb or asphalt. The ordinance allows for a thirty (30) day period after receipt of written notification in which the owner is to make repairs.

A thirty day notice was issued to the property owner on November 11, 2015. The thirty day period has passed without repair. On January 7, 2016 contact was made with the property owner and her intent to appeal was discussed. The appeal letter was received on January 10, 2016.

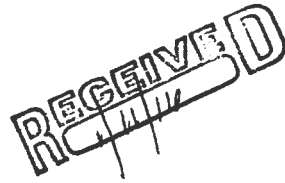
As the homeowner has failed to make the necessary repairs, Section 28-02-090 grants the power and authority to the city to make the necessary repairs and bill the owner. The cost of the repairs if not paid in a timely manner, may constitute a lien on the property.

It is imperative that these repairs be made. The longer the issues remains unaddressed, the greater the damage to the right-of-way, sidewalk, and the greater the cost of repair.



Jan 10, 2016

Doris D. Weese  
2405 10<sup>th</sup> St  
Alamogordo, NM 88310



Sirs:

I am writing to file a written application for appeal with Board of Appeals of the City of Alamogordo.

I do not fully understand the violation listed in the complaint received by the City of Alamogordo.

When I had to replace my sewer line, I had the understanding that the plumber went under the sidewalk a short ways and connected everything to the city sewer line. To the best of my knowledge there was not or never had been a leak at that section. The leak was in the middle of my yard.

Thank you

Sincerely  
Doris D. Weese



28-02-090. - Maintenance and repair of service lines—Connections.

A property owner is responsible for the maintenance and repair of service lines connecting his building to the sewage collection system including taps, saddles and wys. A property owner is also responsible for any damage to public property resulting from the failure of such service lines, such failure including, but not limited to, leaks or collapses. Upon failure of a property owner to comply with the provisions hereof, written notice by the building inspector shall be given demanding that maintenance or repair be made within thirty (30) days from the date of such notice. Upon failure to comply with such notice, then and in that event, the city shall have the power and the authority to maintain or repair, the cost and expense of which shall be liened against any such property.

(Ord. No. 817, § 1, 5-14-91)

**State Law reference—** Authority to levy service charges. NMSA § 3-26-2A.

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 13.

**Submitted By:** Rachel Hughs, Deputy  
City Clerk

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**Subject:** Appointments to Boards and Committees. (*Susie Galea, Mayor*)

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:** Appoint to the Airport Advisory Board and Planning and Zoning Board.

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**Background:**

**Airport Advisory Board.** One (1) vacancy. Staff Liaison - Jan Wafful  
(*Opening due to the resignation of David Pearce*)

The following individuals are interested in being appointed:

|         |       |      |           |      |      |    |     |       |       |
|---------|-------|------|-----------|------|------|----|-----|-------|-------|
| Jeffrey | Ault  | - if | appointed | this | will | be | his | first | term. |
| Robert  | Hicks | - if | appointed | this | will | be | his | first | term. |

**Airport Zoning Board.** Three (3) vacancies. Staff Liaison - Jan Wafful  
(*Opening due to the expiring term of Darron Williams and the resignation of Frank Nelson and Paul Vigneault.*)

No nominations received.

**Alamogordo Disability Council.** Two (2) vacancies. Staff Liaison - Edward Balderrama  
(*Openings due to the expiring terms of Rita Martinez and Suzanne Bertrand*)

No nominations received.

**Cemetery Board.** One (1) vacancy. Staff Liaison - Jan Wafful  
(*Opening due to the expiring term Larry T. Rachel*)

No nominations received.

**Community Development Advisory Committee.** Four (1) vacancy. Staff Liaison - Ruben Segura  
(*Opening due to the expiring term of Bruce Knee, Tony Alger and Melanie Hall and the resignation of Arthur Alterson*)

No nominations received.

**Housing Authority Advisory Board.** One (1) vacancy. Staff Liaison - Maggie Paluch (*Opening due to the resignation of Steve Landers*)

No nominations received.

**Mayors Committee on Aging .** Two (2) vacancies. Staff Liaison – Britney Courtier (*Opening due to the resignation of Josephine Chavez and the expiring term of Jesse Carr*)

No nominations received.

**Planning and Zoning Board.** One (1) vacancy Staff Liaison - Jan Wafful (*Opening due to the expiring term of Pamela Lee*)

The following existing board member is interested in being reappointed:  
Pamela Lee - if appointed this will be her third term.

**Promotion Board.** One (1) vacancy Staff Liaison - Jan Wafful (*Opening due to the resignation of Kathleen Beall*)

No nominations received.

**Public Library Board.** One (1) vacancy. Staff Liaison – Melissa Garcia (*Opening due to the expiring term of Joann Reynolds*)

No nominations received

**Senior Volunteer Programs Advisory Council.** Three (3) vacancies. Staff Liaison - Margaret Lucero (*Openings due to the expiring term of, Angela Axtolis and the resignations of William Whitley and Thomas Rich V.*)

No nominations received.

# **AIRPORT ADVISORY BOARD**

RECEIVED

DEC 09 2015

CITY CLERK

**City of Alamogordo**  
**APPLICATION TO SERVE ON A**  
**CITY BOARD/COMMITTEE**

Name: AULT, JEFFREY  
Home Phone: 575 921 8682 Work Phone: N/A  
Cell Phone: 575 921 8682 Fax No: N/A  
e-mail address: CASINO 6220 WOOD, CUM  
Physical Address: 3884 IRRAWOOD AVE ALAMOGORDO 88310  
Is the above address within City limits? Yes ☒ No ☐  
Mailing Address: 3884 IRRAWOOD AVE ALAMOGORDO 88310  
Present Employer: USAF RET Job Title: COMMANDER, SP1

Board/Committee you wish to serve on:

First choice: AIRPORT Advisory  
Second choice: AIRPORT

Are you related to anyone who is presently employed by the City of Alamogordo:

Yes ☐ No ☒ If so, what is their relation to you? \_\_\_\_\_

Are you related to any Elected Official of the City of Alamogordo?

Yes ☐ No ☒ If so, what is their relation to you? \_\_\_\_\_

Experience and education relating to the Board/Committee:

28 YRS FLYING ACTIVITY & CIVILIAN/MILITARY FLYING  
MANAGED AIRFIELD OPERATIONS HAFB, NC

Please indicate your interest in serving on a City Board/ Committee: \_\_\_\_\_

EXTREMELY HIGH

Please return completed application to:

City Clerk's Office  
1376 E. Ninth Street  
Alamogordo, NM 88310  
PHONE: (575)439-4205  
FAX: (575)439-4396

RECEIVED

DEC 14 2015

CITY CLERK

**City of Alamogordo**  
**APPLICATION TO SERVE ON A**  
**CITY BOARD/COMMITTEE**

Name: Robert C. Hicks, Jr.  
Home Phone: 575-439-0016 Work Phone: \_\_\_\_\_  
Cell Phone: 575-491-2949 Fax No: \_\_\_\_\_  
e-mail address: rhicks@zianet.com  
Physical Address: 3251 N. Scenic Dr  
Is the above address within City limits? Yes \_\_\_\_\_ No X  
Mailing Address: 3251 N. Scenic Dr  
Present Employer: Hicks Aviation Services Job Title: Owner

Board/Committee you wish to serve on:

First choice: Airport Advisory Board  
Second choice: \_\_\_\_\_

Are you related to anyone who is presently employed by the City of Alamogordo:

Yes \_\_\_\_\_ No X If so, what is their relation to you? \_\_\_\_\_

Are you related to any Elected Official of the City of Alamogordo?

Yes \_\_\_\_\_ No X If so, what is their relation to you? \_\_\_\_\_

Experience and education relating to the Board/Committee: Hold a commercial airplane and glider pilot licence. Flight instructor with Holloman Aero Club. Retired Flight Test Engineer with over 35 years of experience.

Please indicate your interest in serving on a City Board/ Committee: I have lived in Alamogordo for over 23 years. I am an active pilot with the Holloman Aero Club, the Experimental Aircraft Association, and White Sands Soaring Association. I care about Alamogordo Airport and want to help it.

Please return completed application to:

City Clerk's Office  
1376 E. Ninth Street  
Alamogordo, NM 88310  
PHONE: (575)439-4205  
FAX: (575)439-4396

# PLANNING AND ZONING COMMISSION

CITY CLERK

**City Clerk's Office**  
**1376 E. Ninth Street**  
**Alamogordo, NM 88310**  
**PHONE: (505)439-4205**  
**FAX: (505)439-4396**

***Pamela R. Lee***  
***312 Wildwood Drive***  
***Alamogordo, New Mexico 88310***  
***(575) 415-3628***

RECEIVED  
DEC 28 2015  
CITY CLERK

Rachel Hughes  
Administrative Assistant/ Business Registrations  
City Clerk's Office  
1376 E. Ninth Street  
Alamogordo, New Mexico 88310

December 23, 2015

Re: Application To Serve on City Board/Committee

Dear Ms. Hughes:

Please find enclosed my application to continue serving on Alamogordo's Planning and Zoning Commission after my current term expires. I strongly desire to continue my service for another term.

Respectfully,



Pamela R. Lee

Enclosure

City of Alamogordo Application to Serve on a City Board/Committee

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 01/26/2016

**Report Date:** 1/22/2016

**Report No:** 14.

**Submitted By:** Dr. George Straface,  
Interim City Manager

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**Subject:** Topic: Debt services in relation to the next phase of Flood Control.

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**Fiscal Impact:**

Amount Budgeted:

Fund:

Additional Fiscal Impact:

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**Recommendation:**

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**Background:**