



Alamogordo City Commission

NOTICE OF MEETING

Regular Meeting Agenda

October 9, 2018 - 6:30 PM
City Hall, City Commission Chambers
1376 E. Ninth St.

Richard Boss Mayor
Jason Baldwin Mayor Pro-Tem, District 1
Nadia Sikes District 2
Susan Payne District 3
Josh Rardin District 4
Al Hernandez District 5
Dusty Wright District 6

Maggie Paluch City Manager
Petria Schreiber City Attorney
Rachel Hughs 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

PUBLIC COMMENT

Residents must sign up with the City Clerk to address the City Commission. Comments are limited to 3 Minutes, and there will be a maximum of 21 Minutes allowed for Public Comment.

CITY MANAGER'S REPORT

REMARKS AND INQUIRIES BY THE CITY COMMISSION

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.

1. Approve the minutes for the September 25, 2018 Regular meeting. *(Rachel Hughs, City Clerk)*
2. Approve the statements related to the Executive Session held on September 25, 2018. *(Rachel Hughs, City Clerk)*
3. Consider, and act upon, final publication of Ordinance 1577, an ordinance amending section 2-14-040 of the Alamogordo Code of Ordinances regarding economic development. *(Petria Schreiber, City Attorney)* **(Roll Call Vote Required)**
4. Consider, and act upon, final publication of Ordinance 1576 amending Section 12-04-015 of the City of Alamogordo Code of Ordinances regarding firework dates of use. *(Petria Schreiber, City Attorney and Jim LeClair, Fire Chief)* **(Roll Call Vote Required)**
5. Consider, and act upon, a bid award of IFB 2018-03 Hot Mix, to AggTec LLC to be utilized by various departments. *(Barbara Pyeatt, Chief Procurement Officer)*
6. Approve Resolution No. 2018-43 designating the City Clerk as the Custodian of Records and including the method of destruction for City records as witnessed shredding. *(Rachel Hughs, City Clerk)* **(Roll Call Vote required)**
7. Consider and act upon a City side Leak Abatement request for Salvadore Gutierrez, 1101 Brooks Ave., in the amount of \$2,661.38. *(Mark Threadgill, Customer Service Manager)*

ITEMS REMOVED FROM CONSENT AGENDA

NEW BUSINESS

8. Consider, and act upon, Leak Abatement for 1312 New York Ave. *(Rebecca Swallows, Property Owner)*
9. Consider, and act upon, reducing previously approved capital project funding approved by Commission to accommodate the fraudulently intercepted payments the City of Alamogordo made to C.E.S. in June and July 2018. *(Katie Josselyn, Acting Finance Director and Veronica Ortega, Community Services Director)*
10. Consider, and act upon, entering into a Memorandum of Understanding between Holloman Air Force Base (49th Security Forces Squadron) and the Alamogordo Police Department regarding explosive detection support. *(Brian Peete, Chief of Police)*

ADJOURNMENT

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/05/2018

Report No: 1.

Submitted By: Rachel Hughs

Subject: Approve the minutes for the September 25, 2018 Regular meeting. *(Rachel Hughs, City Clerk)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve the minutes.

Background: This is required by the Open Meetings Act.

**CITY OF ALAMOGORDO, NEW MEXICO
CITY COMMISSION REGULAR MEETING MINUTES
6:30 P.M., COMMISSION CHAMBERS
SEPTEMBER 25, 2018**

**RICHARD BOSS, MAYOR
AL HERNANDEZ, COMMISSIONER
NADIA SIKES, COMMISSIONER
JOSH RARDIN, COMMISSIONER
SUSAN PAYNE, COMMISSIONER**

**JASON BALDWIN, MAYOR PRO-TEM
DUSTY WRIGHT, COMMISSIONER
MAGGIE PALUCH, CITY MANAGER
PETRIA SCHREIBER, CITY ATTORNEY
RACHEL HUGHS, CITY CLERK**

CALL TO ORDER / ROLL CALL / INVOCATION / PLEDGE OF ALLEGIANCE

Mayor Boss called the meeting to order at 6:30 p.m. Roll Call was taken by the City Clerk. City Attorney Schreiber was as absent. City Clerk Hughs announced there was a quorum present. Invocation was given by Pastor James Forney and the Pledge of Allegiance was led by Commissioner Payne.

APPROVAL OF AGENDA

Commissioner Hernandez moved to approve the agenda.

Mayor Pro-Tem Baldwin seconded the motion. Motion carried with a vote of 7-0-0.

PRESENTATIONS

1. Presentation on concerns of the residents of Cottonwood Heights subdivision. (*Frank Bishop, Resident*)

Mr. Bishop spoke on behalf of the residents of Cottonwood Heights subdivision. He showed a power point presentation on behalf of the Cottonwood Heights residents that oppose the rezoning of land in their subdivision. He said this is evident by the 627 signatures on a petition opposing the rezoning. (See Power Point Presentation in Blue Book)

PUBLIC COMMENT

Shirley Owen commented on the following:

She was concerned about the noise level and speeding on Tenth Street and Juniper.

Rich Merrick commented on the following:

He said the State Auditor released a report on five allegations made against the City of Alamogordo. He asked that this Commission be transparent with the response to the State. He said the State was transparent with the Citizens of what they found. He asked that by the next City Commission meeting that there be answer to when the citizens of the City are going to see a response to a State Auditor's report that has made this City look very bad across the State.

Johanna Gonzales commented on the following:

She stated she lives in the Cottonwood division. She was concerned that the elderly women will not be able to go for walks. She said these people walk feeling unthreatened and very safe, she believes that will be taken from them if those apartments are built.

CITY MANAGER'S REPORT

City Manager Paluch made the following remarks:

1. She gave an update on the CES fraud case. She said the City of Alamogordo Police Department completed their review and have turned over their documents to the FBI Computer Forensics Department. She said the City will be requesting updated information periodically. At this time there is

no estimated timeline of when the computer forensics work for this case is going to be completed. Staff is working on gathering the information to present to the Commission regarding which projects will need to be revised to accommodate the stolen funds. She said the City did receive \$240,000 in Legislative funding for this year for playground shade structures. She said since the City received this funding, the options that staff originally thought to bring to the Commission are being reviewed one more time. She said the Commission will see on the October 9th, 2018 meeting, an item for the Commission to review which projects will need to be revised to accommodate that fraud case.

2. She said the final stages of Kids Kingdom are nearing completion. The contractor is finishing their portion, and once they are complete, staff will begin working on the landscaping around the playground, as well as, the installation of the irrigation system. Additionally, Community Services is seeking quotes for a concrete chess table, concrete bean bag toss stations and a concrete ping pong table. She said these potential items will really enhance the park and make it a multi-generational location for our community. She said they are scheduling for the park to open at the end of October 2018. Staff is meeting right now to discuss the ribbon cutting and the grand opening for the Park.

3. She reminded everyone that there is City Commission Special meeting on October 2, 2018 at 6:30 p.m. She said Senator Daniel Ivey-Soto will give a presentation to the Commission on the Local Election Act and the implications for our City.

Mayor Boss asked City Manager Paluch if we have been in contact with Leadership Otero 2017 regarding the replacement of the tile. She said yes, staff actually met about Kids Kingdom and they are going to be reaching out to the Chamber of Commerce because that was through Leadership Otero and working on a plan of where that wall should go for the handprint tiles.

REMARKS AND INQUIRIES BY THE CITY COMMISSION

Commissioner Payne made the following comments:

She said she spent two hours at the County Fair manning a table for the new branding initiative and she had the opportunity to talk to probably 75 to 100 people. She wanted to share with the Commission that she received so many positive comments from wide variety of residents. She said some of the comments were: Code Enforcement is really stepping up, can't wait for the Family Fun Center to open, excited about some of the growth and some of the new businesses.

CONSENT AGENDA

2. Approve the minutes for the August 21, 2018 Special Meeting and the August 28, 2018 Regular meeting. *(Rachel Hughs, City Clerk)*

3. Approve the statements related to the Executive Session held on August 28, 2018. *(Rachel Hughs, City Clerk)*

4. Consider, and act upon, a request by Cesar or Cecilia Perea, related to a leak adjustment request for 1105 Mesquite St. *(Mark Threadgill, Customer Service Manager)*

5. Consider, and act upon, Award of the Airport Runway Safety Area project (PW Bid No. 2018-004), In the amount of \$432,506.75 (including NMGR) to Mesa Verde Enterprises, Inc. *(Jim Talbert, Airport Manager)*

6. Approve the agreement with Otero County for Alamo Senior Center services to County residents. *(Magdalena Morales, ASC Manager)*

7. Approve the agreement with Otero County for Alamogordo Public Library Services to County residents. *(Sharon Rowe, Library Manager)*

8. Approve the New Mexico Department of Tourism Litter Control and Beautification grant agreement for Keep Alamogordo Beautiful (KAB) for FY2019. *(Kerry Uribe, Community Services)*

**Commissioner Hernandez moved to approve the consent calendar.
Commissioner Rardin seconded the motion.
Motion carried with a vote of 7-0-0.**

NEW BUSINESS

9. Consider, and act upon, naming the new Disc Golf Course at Alameda Park in honor of John Riffle. (Kim Riffle)

Mrs. Riffle said her husband designed this course in Alamogordo. She thanked everyone for allowing that happen because she thinks it has been a wonderful thing for the community. She asked the Commission that the course be named the John "Riff" Riffle Memorial Disc Golf Course.

**Mayor Boss moved to approve.
Commissioner Rardin seconded the motion.
Motion carried with a vote of 7-0-0.**

Mrs. Riffle said she would like to see our City finish the course off with the tee pads and stuff they need. She said she is willing to go and get donations for these things and for the sign, if needed. She said she would be glad to help with any of that. Mayor Boss asked her to coordinate that with the City Manager's Office.

10. Consider, and act upon, a payment extension of water bill in the amount of \$2,361.70. (Cecilia Lucero, Property Owner)

Ms. Lucero asked the Commission to let her pay \$50 a month to pay this bill off because she is not working and only living off of social security.

Customer Service Manager Threadgill said Ms. Lucero does have a large water bill, it is a combination of three months usage. He said she did come to the City to speak to us about it, and we did notify her that if she had a leak she could file for a leak abatement. He said at the time he spoke with her, she did not know why her usage was so high. He said the majority of the usage was during this period, they could not link it to continuous consumption. He said in other words, the water would go on and off during the day. There was a period of continuous consumption, but the majority of the usage that constitutes these bills was during periods where there was no continuous consumption, so he does not know if there is a leak or if someone just left on the water. It did stop abruptly, though no repairs have apparently been made. He said when he last spoke to the customer, she wasn't sure either. He said they did offer to set her up on a six-month payment plan as a property owner and that is as far as they can go. He said the Commission, in the past, has allowed up to one-year. He said at the rate that the customer says she can pay \$50 a month, it would take four years to pay off the outstanding balance.

Mayor Boss asked if there was any way to explain the graph. Customer Service Manager Threadgill said what they are looking at on that graph is a daily usage profile. He said if you are looking at the right-hand side of it that indicates continuous consumption. Mayor Boss asked if there was something going on at that time that was different about the day before. Customer Service Manager Threadgill said every hour on the hour there was some consumption. He said it may or may have not been a leak, we don't know. He said there has been no repair done that they have been made aware of at the property, and yet you see the consumption stops which indicates something was turned off or repaired but we do not have any indication of that. He said as you can see prior to that the water goes on and off during the day, you have hours of zero usage and you have hours of some usage. He said that is where most of that water was used during that period of time for this nearly three month bill. He said they delivered a courtesy notice to the location to let the customer know that they have continuous consumption, it could be a leak, or a faucet left on or the evaporative cooler left on for 24 hours. He

said they got no response from the customer on this at the time. He said his understanding is Ms. Lucero was not living there at that time. Ms. Lucero stated her son was living there. Customer Service Manager Threadgill said at this time, the only relief they had to offer her is the six-month payment plan and she said that she needed more time than that.

Commissioner Payne asked how much it would be if they went a year. Mayor Pro-Tem Baldwin answered \$260 a month.

Mayor Pro-Tem Baldwin asked Ms. Lucero if she said there was a leak there. She said she really does not know because her son was living there, and she has not had contact with him. Mayor Pro-Tem Baldwin said there is an abatement process, if there was actually a leak. He asked Ms. Lucero if she has communicated with her son to find out, or if he had anything fixed or if he paid for anything. She nodded her head no.

Commissioner Payne asked her if it was empty or if she was renting it. Ms. Lucero said it is empty. Commissioner Payne asked her if she had water service. She answered no, nobody is living at that place. Customer Service Manager Threadgill said the service was terminated for non-payment and the meter was shut-off and locked.

Mayor Pro-Tem Baldwin told Ms. Lucero this was a very difficult situation for them. He said six-months is their standard policy. Historically they have done one (1) one-year extensions for payment and it sounds difficult but that is about our only option right now. He said the water was consumed, there wasn't a leak. He told Ms. Lucero if she could find out from her son, more information to help the Commission through this process it would be helpful. He said if there was a leak and he did something to fix that leak, there is an abatement process that could help us along here, but as it reads right now, our staff and our records indicate that there was no leak.

Mayor Boss suggested to Ms. Lucero to speak to the neighbors on each side to see if they saw her son doing any repairs or not.

Commissioner Wright asked Customer Service Manager Threadgill if there had been any payments made since June of 2017 on this account. He answered no. Commissioner Wright asked so this has been sitting there for a year and a half. Customer Service Manager Threadgill answered right, what finally happened is it went to collections. He said this was a tenant account that went to collections, and once it is in collections if we can't collect from the tenant then we go to the property owner and that is when Ms. Lucero came in to speak to him. He said she since got a letter from the National Recovery Collection Agency. He said they have now contacted her and if that does not become resolved or if some agreement made, then we'll file this with the City Attorney's Office to file a lien on the property, which might ultimately lead to foreclosure.

Ms. Lucero stated the lady from the collecting agency said she would be able to pay \$50 a month.

Commissioner Payne said Commissioner Wright made a good point that no payment has been made since August of 2017. Ms. Lucero said she did not know about it, until she talked to the lady from the collection agency. She said the lady from the collection agency told her if she could pay \$50 a month that would be okay.

Customer Service Manager Threadgill said that agreement was through the National Recovery Agency, the collection agency, so once we turn the accounts over to them for collections, then they have greater ability, but they are still going to send the City the money.

Commissioner Payne said she understands that, but she does not understand if the collections agency made the agreement with her for \$50 a month. Customer Service Manager Threadgill said this is the first time he hears that the collection agency has made her an offer. Ms. Lucero said the collection agency told her to call them back after she came before the Commission. Customer Service Manager

Threadgill said Ms. Lucero called him yesterday to say that she received this letter and wanted to know how to respond and he advised her that she was going to be heard by the Commission and to hold off responding until she receives direction from the Commission.

Commissioner Payne said let's pretend she just got the call from the collection agency and they said she could pay \$50 a month. She was confused as to what happens if Ms. Lucero made an arrangement with the collection agency. Mayor Boss said if we allow it to be turned over to a collection agency, then are they bound by any agreement that they make with that customer. Customer Service Manager Threadgill said they are obligated then to pay us, and the account would be paid at that point unless they are commissioned. Mayor Boss said but they are only going to pay us \$50 a month. Customer Service Manager Threadgill said if they do not pay the whole balance then we are not bound to that. He said he does not know what the terms and conditions would be between the customer and the collection agency. Commissioner Payne asked if they pay the City upfront. Customer Service Manager Threadgill said in order to relieve the debt they would have to pay us upfront, otherwise it is not paid off. Commissioner Payne said if she pays them \$50 a month it's not like we get \$50 a month, they have to pay us up front.

Customer Service Manager Threadgill said he does not know what the terms and conditions are, that would be a private contract between her and the collection agency.

Commissioner Sikes said for clarification, she is still obligated to the City to pay \$196 a month if we put her on a one-year plan. She asked if they already turned it over to collections, and now they develop a plan for her to pay \$50 a month, is she still obligated to us, and after x amount of time can we still file a lien against her. Customer Service Manager Threadgill said if and only if the collection agency does not pay the debt. Commissioner Sikes said she seriously doubts that they would pay the total amount while she is paying \$50. Customer Service Manager Threadgill said that would be a private contract between the owner and the collection agency. Commissioner Sikes said if she chooses to work with the collection agency to pay \$50 a month, we are getting a little bit of money each month from the collection agency. If Ms. Lucero finds out from her estranged son that a repair was made, would she be able to come before the Commission and have us reconsider this. Customer Service Manager Threadgill said if there is proof of a repair to a leak then she could file for a leak abatement. He said at that time, they would re-calculate the bill based on whenever the leak was, and the repair was made.

Commissioner Payne asked if consumption stopped after shutting off the water. Customer Service Manager Threadgill said there was about a two-week period between when the continuous consumption stopped, very little consumption, and we terminated the account for no payment. Commissioner Payne said it stopped on its own, not because you shut it off. Customer Service Manager Threadgill said the account was terminated and then about two weeks after the continuous consumption ceased.

Mayor Boss asked Ms. Lucero to ask her neighbors if they might have seen her son doing some work on a leak. He said possibly delay this until she has had an opportunity to do that. He said if we do that then we can consider a leak abatement and the amount that is owed would go down considerably. He said he thinks it could be a simple statement from her neighbors that they did in fact see that there was a repair done to the water line on the house. He asked Customer Service Manager Threadgill if that was adequate. He said they are very flexible on what they accept as proof of repair. Ms. Lucero asked if she needed to get a letter. Mayor Boss answered yes, get a letter from each neighbor that might have seen this, or if they saw a contractor out there, try to contact them. Ms. Lucero asked if it has to be a contractor. Customer Service Manager Threadgill said no, it could be a self-repair. He also said for a leak abatement it does not have to come back before the Commission, unless the abatement is going to exceed \$2,500 and in this case it will not.

Commissioner Payne asked how much will be abated. Customer Service Manager Threadgill said he does not know, first he would have to look at if there is cause for abatement and once that is done then we would re-calculate the bill. He reminded everyone that abatement does not erase any usage, it just

reduces the per-unit cost to the average. He said you are still going to pay for the entire amount of water consumed.

Mayor Boss asked Ms. Lucero if she understood what she needs to do. He told Ms. Lucero if she does find someone to make a statement to that effect, she won't have to come back before the Commission, the water department will be able to handle that. She asked who she would need to take the letter to. Customer Service Manager Threadgill said she could bring it back to him.

Mayor Pro-Tem Baldwin said they do not want to move forward until she exhausts all her options to help this situation.

No Action Taken.

11. Consider, and act upon first publication of Ordinance No. 1578, Case: Z-2018-0002 (A), Cottonwood West, Replat B, Lots 1-46 to change zoning from R-1 Single Family Dwelling District to R-4 Multiple Family Dwelling District. (City Attorney, Petria Schreiber) (Roll Call Vote Required)

Assistant City Attorney Johnson showed a Power Point presentation and explained the request. He said this was the same presentation that was used for the Planning and Zoning Commission meeting. He pointed out some proposed conditions from the Planning and Zoning Commission. He said the Planning and Zoning Commission recommended approval contingent upon these conditions. (See Blue Book for conditions and for Power Point presentation).

Assistant City Attorney Johnson said there was a lot of discussion about what the City's notice requirements are. He said our notice requirements can be found in our City Ordinances and it is 29-01-070, and when it comes to variances we have a sub-section in there that is notice and public hearing, it clearly states in there that requested of the land within 200 feet of the area for which the variance is requested. He said the employees of the Planning and Zoning department did as a courtesy, a 250-foot radius notice instead of the normal 200 foot. He said the other thing that has been coming up is, this Commission is here to vote on rezoning and not on a private real estate contract. He said the City has a responsibility before them this evening on whether or not to change from R-1 to R-4 pursuant to the application. He said it is important because he knows that one may lead to the other, but it is important that the Commission recognize that they are two separate matters. He said another thing that comes up is diminished property value. He said he was not sure, he has not received anything or has the Planning and Zoning department received anything verifying a diminished property value. He said we are always sensitive to something like that. He said we don't have information that it will do one or the other increase or diminish property value at this time. He said spot zoning is determined on an ad hoc basis depending on the facts and circumstances of each case. He said that came out of Watson B. counsel, there was an earlier landmark case of the City of Albuquerque versus Paradise Hills Special Zoning District Commission and that is where that actually stems from, it's been followed, it's well established law. He read what the New Mexico Supreme Court defines spot zoning as "an attempt to wrench a single lot from its environment, giving it a new rating that disturbs the tenor of the neighborhood affects only the use of a particular property or a small group of adjoining properties and is not related to the general plan for the Community as a whole but is primarily for private interest of owner of the property so zoned." He said historically that Courts have given great difference to municipalities with regard to rezoning classifications, those actions. He said there is a lot of variance out there, so one can always bring a spot zoning argument, whether it would withstand legal judgement and scrutiny, he is just not certain. He said after reading that definition, he does not think it is so unconscionable but that is not a judgement for him to make at this time. He said the last issue is covenants. He said covenants are two sorts of promise, referred to in the legal realm is a positive or a negative, a promise to do something or a promise to refrain from something. He said covenants are known in their uniqueness in law and legal remedies that they run with the land. He said meaning if the development wants to turn over a covenant would stick with that land, however, that is a piece once again that would go to a private real estate contract that the City themselves cannot get involved in. He

said the Planning and Zoning Commission did approve it based on these conditions and the big question is what would happen if these conditions aren't met, and so pursuant to our Ordinance it is known as reversion, meaning that it would go from R-4 and revert back to R-1. He said what does that mean, do we own it outright, we could do, and it stays with the conditions passed here this evening and the answer would be, it would be litigated.

Commissioner Payne said she understands that the Commission is only voting on the zoning, but in the interest of full disclosure she is a member at First Baptist Church, so she recused herself from any vote.

Commissioner Sikes stated when the idea of an Apartment complex or housing for Alamogordo, we have to all admit it sounds like a wonderful idea. She said with the potential of new squadrons moving in to Holloman, know that there isn't affordable housing in Alamogordo it sounded like a good idea. She said she did not think anything of it until the Planning and Zoning meeting, and in full disclosure she spoke with the developer and she has seen the plans, indeed you will all probably agree that it looks like a good idea. She said unfortunately it doesn't look like a good idea for our back yard. She said she lives in that area, she is a member of the Wood Streets, and she has disclosed to all of her neighbors, all almost 700 of them that signed the petition. She said not very many people said they totally oppose the idea of housing in Alamogordo, they just did not want that Apartment Complex in the neighborhood. She said the people do not want the neighborhood infringed upon, so she has told the neighbors over the past few months that as the District two (2) Commissioner, she agrees with them and she has no choice to vote against changing the zoning. She thanked everyone involved. She said not only did they go door-to-door, but they setup in their driveways to get signatures, they continually made phone calls and put out flyers and signs. She said this was a community effort and they don't oppose housing in Alamogordo, they just don't want it where we are proposing to change the zoning. She asked the Commission to understand where they are coming from. She said we have more areas in Alamogordo where this would be possibly more appropriate.

Russ Darby commented on the following:

He said he is opposed to the re-zone of the Cottonwood Heights West, Replat B, for all the reasons stated in a petition or letter to the City Commissioners. He said he would also like it noted that the July 12, 2018 Planning and Zoning meeting minutes were reviewed by at least six different people followed by a group discussion and they believe that they contain some misleading information in four different areas.

Laurie Anderson commented on the following:

She said she has been a resident of Las Ventanas for the past six and a half years. She said the fact that people feel unsafe about a community or a certain structure coming in is disheartening. She said she is a single female and never has she felt unsafe. She mentioned that new people will be coming into our community, from Holloman Air Force Base and they are looking for places that have great amenities for their young families. She said having one entrance and exit has never been an issue. She talked about quality of life and the amenities that an apartment complex of this nature can provide for people. She said it is an enhancement to our community. She spoke of how Las Ventanas addressed the privacy issue with a fence and trees, and said it is not an issue. She feels like it is something that should be considered. She said to feel unsafe, it's unfair. She said she just wanted the Commission to hear what it is like to live in a community of this nature.

Kevin Oquist commented on the following:

He thanked the concerned citizens who showed up to the meeting and those that went door to door to make all of them in the neighborhood come together. He was concerned that the rezoning of the subdivision will drive down property values and make the neighborhood less safe for people to raise their families. He said he can't understand the need to add rental properties when he sees countless single-family homes around the City with for rent signs. He said therefore, he must respectfully oppose the rezoning on their subdivision.

Barbara Oquist commented on the following:

She stated she is not interested in having those apartments in their backyard. She said they love their

home and the way it is now, and they are not interested in adding all that traffic to their area. She respectfully requests that they turn this zoning down.

Marilynn Darby commented on the following:

She stated she is opposed to the rezoning. She is not against the apartments being built somewhere else in Alamogordo, but she just thinks that this neighborhood is not the best place for it. She said having those apartments would make it a very noisy, crime area.

Frank Bishop commented on the following:

He wanted an answer to why in 2010, the First Baptist Church asked the City Commission to vacate all lots, streets and alleys in the subdivision. He said it was tabled and never visited again. He asked what happened. He said in all this research that they have done, they found a lot of inconsistencies with this and they would like to know why. He thinks First Baptist Church has a case because they asked for it and the City Commission didn't do anything.

Paula Daniels commented on the following:

She stated during this time she has learned how the City functions and dysfunctions, and she believes that the City is in a state of dysfunction right now. She said they do believe that the First Baptist Church should go back and revisit a 2008 case that came before the Commissioners in which it was tabled because there was confusion because there was split zoning. She said First Baptist Church had bought two pieces of land and were wanting to build on the Church. She said one was C3 and one was R1. They weren't allowed to move forward with their building because there could be no determination on if that was against New Mexico State Statute. She said she prayed for everyone involved. She wanted the Commission to know that she called other cities and she spoke with their Planning and Zoning departments. She said they all kept trying to correct her when she was trying to say that the City of Alamogordo was trying to rezone inside a subdivision. She said they kept correcting her and said you mean next to the apartments, or next to the subdivision, and she answered within the subdivision. She said nobody had an explanation for that. She said they have talked to previous City Planner Williams about a feasibility studies and the traffic issue. She said there is going to be a huge traffic issue there with one single entrance and exit, trying to get in and out of a gated community with over 540 residents. She said they know there can be sewer issues because that is in the City's SWOT analysis as a threat. She also asked the Commission to look at these abilities about what it does do to the income and the value of a home. She said the Tax Assessor may not formulate the value of their homes for property taxes, but the mortgage lenders, real estate brokers, property subdivision developers have all told them that apartments linked in and connected to a subdivision will absolutely drive down the value. She asked for the City to do a feasibility study and see if this is even a viable option.

David Smith commented on the following:

He said he would really like it if things would stay the way they are.

Paul Daniels commented on the following:

He stated he opposes. He does not think it would do their neighborhood any good. He pointed out to the Commission that they got over 600 applicants, which is almost all of Cottonwood Heights. He said that means that the people do not want these apartments. He said during the City and planning, they were put on the back burner through the whole deal. He said they were not respected, they were called idiots and all kinds of other names. He said this was the City Planner's little pet peeve. He said the City Planner wanted to make a name for himself and he thought he was going to buffalo everybody, and it started out trying to sneak it out under the fence. He said we found out about it and we didn't let him, but he has planned this thing all the way through and he has made a lot of mistakes. He thinks the Commission needs to look at what the people want because this thing is going to tear this City up because everybody in this town knows about this and it will fracture your town. He thinks the Commission needs to look at this really hard and to listen to their people.

Janell Cooper commented on the following:

She agreed with everyone else. She said the most concern they have is being elderly, their home is

their life savings. She said if that goes down any, they could be in real trouble medically if they needed care in the future. She said they are concerned that will happen to this community with the traffic, the sewer, the garbage and everything that this increase and this number of people in this small area is going to mean. She did not believe that anyone would even want to move in there next to the Dollar Store, let alone in a gated community. She said when she bought that home she was planning on staying there the rest of her life. She said if you put apartments, she is sure that it will not only change for herself and her husband, it will change for her heirs and everybody in her neighborhood and likewise for their families.

Ann Smith commented on the following:

She said it has all been said. She said they had moved there 11 years ago, and they knew it would all be houses one day, but they never dreamed there would be apartments. Think about 500 or 600 cars going in and out one gate on Scenic Drive, right by a truck stop, she couldn't imagine it. She said this is where they live, and this is what they like and she hopes the Commission listens to them.

Kyle Bueermann commented on the following:

He stated he is the Pastor at First Baptist Church and the applicants of this rezoning request. He said Alamogordo is growing and it is exciting to see the growth of this wonderful community. He said in any growing there is a constant need for affordable housing that meets the demands of the community. He talked about the Air Force bringing in a large transient population and the need for short term housing. He said the reality is these short-term individuals will most likely not rent a house. He said in his experience, many of those that are here for three or four years are highly unlikely to buy a house. He shared some stories of two families that would have benefited from a community like Montebello. He said since 1942, Alamogordo has been a welcoming community to those who serve in the Military and by approving this rezoning request it would affirm once again our City's desire to continue serving the needs of a growing military population.

Gary Black commented on the following:

He stated he was born and raised in Alamogordo. He said he has seen many changes in this community. He said he left here to go to Tech School in Albuquerque, and he went to the Army and served, and he came back because he loves this community. He said he has known many people that served at Holloman that would have loved the opportunity to move in to an area such what has been planned here. He said he is a member of First Baptist Church, but other than that he thinks that this project will be very successful for Alamogordo. He said it will improve Alamogordo again.

Rene Hatfield commented on the following:

She said she is saddened by some of the comments that were made and have been made since the initial request for this rezoning. She explained how she became a volunteer for different organizations throughout the State, regional and local. She also explained how she came up with the idea and the location for this apartment complex. She mentioned that Holloman Air Force Base is out of space, and the City of Alamogordo is generally 95 to 98 percent capacity full, via 13 apartment complexes in the City of Alamogordo. She said for people to say that they are not good enough to live in their neighborhood really upsets her. She said how dare you judge people in this community if they want to rent instead of buy, or if they want to rent an apartment complex instead of rent a home. She said it is their right to decide where they want to live, not yours to decide where they should and should not live. Regardless of their income, regardless of the jobs they may hold, if they are in the military or work at McDonalds, they have a right to live where they want to live. She said if they meet the restrictions, because there are restrictions, then they will be able to live in her apartment complex, it is not transient or an extended stay home. She said she does not know where that has come up in the community. The leases are going to accommodate the need of the people that seek to live in the community. She said it is a newer gated community and it is a safe community. She said the residents will go through regular background checks, rental agreements, and through the standards that will match the standards of which she wants this community to be which is; safe, flourishing, and has all of the things that someone wants in a community without having to be pressured to buying and being forced to live in a neighborhood that they don't want to live in. She said everyone on the Commission sits up there to

make the best decisions for this community. She said we know that a multi-family apartment complex is needed for this community, it is in the City's Comprehensive Plan that more units are needed. She said she chooses not to build a section 8 home, she chooses to build higher level homes than that. She told the Commission she is there to answer any questions they may have based on this project and that she does have some pictures that show the site plan.

Beth Crabbe commented on the following:

She said this is a very difficult thing for her because she has a lot of conflicts of interest in her opinion. She said she is not there to give her opinion. She wanted everyone to know how she feels about this issue as far as her position is. She has an office in Cottonwood Heights, she has a Property Advantage Business and she is also on the Planning and Zoning Commission now. She has only served on that Commission for two months. She said her sympathy goes out to everybody in particularly all of the Commission because this is a very hard decision. There are many pros and cons to each side. She said not too long ago, Christ Community Church wanted to zone their Church to commercial zoning. She said that Church sits right behind her house and absolutely she was there fighting that because she certainly did not want a commercial building behind her house. She said this is not a commercial zoning, but there are so many different sides to the coin and she respects everyone's opinion, but in her position where she is in right now she does have opinions as to the property values, she has seen it on Sunrise when the other apartments went up at the First Street entrance. She also knows from the property management side and from working with military, there are needs for that type of housing. She said she does not have a solid decision of what she would do if she was in their shoes, but she certainly sympathizes with everybody and she can see each side of that coin. She said speaking as a citizen or a realtor, she thinks the developer could or should put some restrictive covenants. She suggested that to many of the members to go and talk to the developers and ask them if they would be willing to put restrictive covenants on there that would not allow any HUD homes or any low-income housing there.

Maria Quade commented on the following:

She stated she is retired Air Force and she does a lot of volunteer work also. She said someone had spoken earlier and they did not know if this proposed project was going to increase or decrease property values. She said she happens to know that one person was planning on buying a house on Tradewood and when they found out about the project, they backed out because they did not want to be in it. She said that tells her that is going to lower their property values. She said yes, we have to take care of Alamogordo, however you have a job to take care of the people who bought their houses on good faith. She said she did notice that this is not going into the golf course area. She said take that into consideration that you have got a lot of people's lives already on the line, that they have invested their life savings and houses that are going to depreciate with what the Commission decides.

Mark Johnson commented on the following:

He said he had two houses in the area and sold one in the Tierra Bella subdivision and the reason being was because he did not want to look out his back door and look at three air conditioners on the roof. He said the house he lives out on Wood Loop, he looks at the mountain, so there is an empty space behind him. He said if the area that they are talking about now gets rezoned, that leads him to believe you are going to go next to the area right behind his house. He said he has listened to some passionate people this evening. He asked are they building it right behind your house. He said it is one of those things that you have to think about. He is not trying to be negative. He said one lady said she lives at Scenic and Juniper. He said as somebody that is on Scenic every day, there are people that roll down Scenic. He said between Florida and White Sands it's like the new raceway, the Holloman 500 and it's bad. He said not only that, but on Wood Loop we have all kinds of construction traffic every day. Why would you roll through a subdivision when you have an unpopulated street one block away. He said there are a lot of kids that play in this neighborhood. He said there is no speed limit sign in their neighborhood. He said when they first started this, he asked why. He said we have already allowed a subpar developer to come in, those were all one-story homes in that neighborhood. We've allowed another developer to come in and build subpar homes that are almost \$100,000 less than their homes, they are two-story, and they are an abomination when you look at them. He said he

wants the Commission to rethink this and make sure they are making the right decision for the right reasons. He said we do need multi-family housing here, he thinks everybody in this room knows that, but there are also approximately a thousand homes for sale, he does not know how many of those would be willing to rent. He said maybe we need to look at another strategy, another location.

Commissioner Hernandez asked Ms. Crabbe to come up. He asked her if anyone has ever asked her when selling a house, what the property next door is zoned. She answered most always. She said unless it is in regular subdivision then they assume, but if she knows that it is not that, then she is going to tell them that it is not necessarily zoned that, but there is an assumption usually made by the general public when they are driving down the street and they see an empty lot with two houses that is also going to be a home built there.

Commissioner Payne asked as it is zoned right now, what can be put there. Assistant City Attorney Johnson read what R-1 Single Family Zoning was defined as in our City Ordinance Chapter 29-03-010.

Commissioner Payne asked him to define farming for her. He said farming or truck gardening including the usual farm buildings and structures, which is a bus-section, it is worded just like that so it is rather vague but it would be essentially any building you would associate with a farm, also one operating a farm the raising of poultry and pets would be permitted in R-1 except when conducted strictly for commercial purposes or on such a scale that it would be objectionable to surrounding residences because of noise or odor.

Mayor Pro-Tem Baldwin thanked Ms. Hatfield for having a vision, for having something like this in Alamogordo. He said he knows that this will be a success, if not tonight but at some point. He asked her how the communication was between her and the home owners. He asked if during this entire process, if she offered to meet with the homeowners individually or as a group to discuss this with them. She stated during each Committee meeting she did say that she would be more than happy to speak with the residents, if they wanted to speak with her. She said because First Baptist Church is the property owner, their name and address and phone number were listed on communications that were sent out and not hers directly. She said no one reached out to her.

Mayor Pro-Tem Baldwin asked Pastor Bueermann if any residents reached out to him. He said he had two families reach out to him. He said one family was in support and the other let it be known that they were opposed.

Mayor Pro-Tem Baldwin said in a situation like this that became so contentious, his frustration was the lack of communication. He said if everyone knows that there is a need, why such the stance on you are not going to communicate with the people wanting to do it because it certainly seems to him listening to the stories or beliefs or what you think is going to happen or potentially could happen, there is a huge gap of what the complex would actually be. He said it does not change the fact that you do not want it there period, but it saddens him to see that there was not more communication. He said there wasn't a chance for them to you, and there was an attempt. He said and your attempts to reach out to them didn't happen. He stated this was a failure on community in this situation in one instance, and in one instance only, to come to an agreement. He said there are other signs of community that he is quite excited by in the fact that you have come together to speak as one voice. He said we seldom see this in the Commission Chambers, this unified and we have people that are wanting to enhance the community, so he does see it from a very positive point of view. He said it makes his decision more difficult when the two parties are not wanting or did not communicate with each other.

Commissioner Hernandez moved to approve.

Commissioner Wright seconded the motion.

Roll call vote was taken.

Motion failed with a vote of 2-4-1. Commissioner Payne recused herself from voting. Mayor Boss, Mayor Pro-Tem Baldwin, Commissioners Sikes and Rardin voted nay.

Commissioner Rardin said he is not against the development, he is 100 percent in favor of the development, but when you look at a petition with 700 signatures and a majority of them were in that area, we need to do what the people want.

Commissioner Hernandez said one of the signatures is a resident from that neighborhood. He said this resident was coming down Scenic Drive, he was racing his WRX, lost control of it and hit a sign pole.

Commissioner Sikes reiterated the fact that the Commission was voting on rezoning. The Commission was not approving an Apartment complex. If they could come to a decision on a different location, that wasn't offensive to other neighbors, everyone here would be gloriously happy to build this kind of housing unit. She thinks Ms. Hatfield did an incredible job designing this. She said the project was beautiful, it was just doing the will of the people and the location.

Mayor Boss echoed Commissioner Sikes' comments. He told Ms. Hatfield that he saw the plans also, and thought they were fantastic. He said this is needed in the community and to not give up and find another location.

Commissioner Payne thanked Ms. Daniels for her prayers. She said she works in a profession that deals with low-income people every day. They are some of the nicest and most giving people, and it was disheartening to her to read emails where people suggested that because you didn't make a certain amount that you were not allowed to live in a certain area, and that is disappointing. That is not the best part of what we have to offer in Alamogordo. She hopes these people didn't mean it that way, but it was heartbreaking to her because she spends every single day trying to edify people and lift them up. She spends every single day trying to move people out of poverty and into independence and when she reads things like that she is disappointed. She said we are going to have this problem because what is going to happen is the next piece of property, you are going to have a neighborhood just like yours that says not in my neighborhood, not those kind of people. Then they are going to move to the next neighborhood and they are going to say not in my neighborhood, not those kind of people, not that kind of situation. She said if you want to get upset at her, you can, but she is disappointed that we would have a mentality that would suggest that you have to have a certain amount of income or be of a certain socio-economic class to live in a certain neighborhood in our City. She said it is disappointing to her.

Commissioner Wright echoed Commissioner Payne's comments. He said that was the most disheartening to him in this whole project is the fact that the judgement placed on people for what kind of place they would like to reside in, because he has lived in it all. He said he has lived in a trailer, he's lived in an apartment and he has just done a major remodel on his residence which is five houses down from a drug inhabited trailer park in the County that has had two deaths this year. He said his personal residence just appraised for more than \$100,000 more than what he owes on his house. He said that mobile home park that is drug riddled has had no effect on his property. He said he looks out here and sees some of the comments that were made as Mr. Black walked back to his seat, and it is frustrating. He said we are up here sitting at this podium explaining how much we love this community and how much it means to us to have our neighborhood, in our community, and somebody that lives in our community that loves this place walks by you and you make a comment like that. He said he will vote for this rezone if it comes up again. He thanked Ms. Hatfield.

Commissioner Hernandez said most of you don't come to these meeting, but Commissioner Payne and himself usually don't agree on anything. Commissioner Payne said that is not true. Commissioner Hernandez said he usually has to convince her. He said he has lived here all of his life and what Commissioner Payne said really touched him. He said when you walk out of here, there is a sign board out there, he asked for everyone to read it, and said that is his dad. He said when his dad grew up here, there were certain streets that he could not cross. He said that is true. In his childhood he could not cross 10th Street and he could not cross Washington, and that is kind of what we are doing here by some of the comments. He said he too got the emails, and the ones that even talked about Section 8 he just deleted, and the reason why is because that was not true, that was never a part of this program.

He said somebody went out and said this was going to be Section 8 housing. Nobody talked to the right people, and the right people were available, again very disheartening. He said he sits there because he loves what he does, he loves his community. He said he fights for a lot of things, you will see his name where he will vote no, and he'll be the only one voting no, but it doesn't matter because he is going to do what he feels is right for this community as a whole, not as individual. When he built his house, he put three lots together and his neighbor said you are going to block the view of the mountains. He said he told her that he would gladly sell her the property, she did not want to buy the property she just wanted the view for free. He said well he paid for that property, he could put whatever he wanted to on it within the zoning, and he did. He said his appraised value of his house is \$280,000 and his neighbor's houses are \$10,000 to \$15,000 and that did not matter to him. He said that is his home, that is where he lives and probably where he is going to die, but Alamogordo is his home, and this is not what it is about. He said when you guys come up here and tell him about your concerns, he listens to them, but he still voted on what he felt what was best for Alamogordo not for anybody individually. He said his pockets are empty and are always empty. He said because he lives where he lives, he pays for his house and he enjoys being here in this town. He said his grandpa was born in 1904 and they have been here ever since and does not plan on going anywhere.

12. Consider, and act upon, award of Public Works Bid. No. 2018-007 to D&R Tank Company related to the Rehab Upper Heights Ground Storage Tank project, in an amount not to exceed \$597,140.64, including NMGR. (Bob Johnson, Engineering Manager)

Engineering Manager Johnson said this is the second in a series of rehabilitation projects for our various ground storage tanks or ground storage reservoirs. He explained what the work will consist of. He said they advertised the project on July 29, 2018 and approximately midway through the fitting period they had a mandatory pre-bid conference in which they had four bidders attend, and one of those bidders was not licensed to bid on the project. He said the results for remaining three bidders are clearly shown on the bid tabulation sheet. Staff is comfortable with the amount bid by D&R Tank Company. They have done several projects with the City over the past few years, the most recent is the Green ground storage reservoir that was completed successfully.

Commissioner Rardin moved to approve.

Commissioner Wright seconded the motion.

Motion carried with a vote of 7-0-0.

13. Consider, and act upon, approval of Change Order No. 5, RFQ 2014-05, to Bohannon Huston, Inc. related to the engineering and design services for the Bonito Lake Restoration project, in an amount not to exceed \$107,038.75, including tax. (Bob Johnson, Engineering Manager)

Engineering Manager Johnson said this is change order number five to provide some additional engineering and design services. He said approximately 25 percent of the amount of this change order is for permit processing through the Office of the State Engineer. He said the other 75 percent is for additional construction, inspection, and oversight. He said currently the project has a full time RPR (Resident Project Representative) that provides daily inspections for each day that work is ongoing. It is a rather significant list of items that is involved with this oversight. When the project was awarded to Bohannon-Huston some nearly four years ago, their initial scope and fee was based on a rather small performance period, 6 months he believed. He said the project became more of a reality and when we got to bidding it was determined that a 24-month performance period versus the initial six (6) was more accurate and adequate. We have a 24-month performance period which has been extended by an additional 93 days due to a weather event in February that threw the project behind about three months. He said that \$75,000 is basically for this additional oversight and inspection on a daily basis when there is work ongoing, we do anticipate some work to cease during the winter months if they should get significant snowfall. This particular budget item is time and materials, not lump sum, so we are only going to pay for what we actually receive.

Mayor Boss asked Engineering Manager Johnson what happened with the last rainstorm that we had to Bonita. He answered the lake filled up, they had the lake nearly completely de-watered. It was about

two to three weeks before the coffer dam was completed, and the bypass pipeline was brought online. He said it was sheer bad luck. Mayor Boss said so there was no hauling for a while. Engineering Manager Johnson said that is correct. He said hauling did start about five weeks ago. Mayor Boss said he knows that, but he meant there is no hauling right now because we can't get in to remove the material, correct. Engineering Manager Johnson said there is hauling going on right now. Mayor Boss said that was his question, what happened from the rainstorm that we just had. Engineering Manager Johnson said it did not affect the lake in any significant way.

**Mayor Pro-Tem Baldwin moved to approve.
Commissioner Rardin seconded the motion.
Motion carried with a vote of 7-0-0.**

14. Consider, and act upon, Resolution No. 2018-39 approving a Grant Agreement between the City of Alamogordo and the New Mexico Department of Finance and Administration, Local Government Division for Capital Appropriation Project No.18-C2537 in the amount of \$240,000 to design, construct, purchase and equip playground shade structures at Alameda Park Zoo, Alamogordo Family Recreation Center, Griggs Field, Hermoso el Sol, Paiute Park and University Park. (Veronica Ortega, Community Services Director) (Roll Call Vote Required)

Community Services Director Ortega said before the Commission is one of the top five ICIP requests for playground shade structures in the amount of \$240,000, so they are recommending approval for the grant from the State.

**Commissioner Hernandez moved to approve.
Commissioner Sikes seconded the motion.
Roll Call Vote was taken.
Motion carried with a vote of 7-0-0.**

15. Presentation of the Alamogordo Police Department's Five Year Strategic Plan (Brian Peete, Chief of Police)

Police Chief Peete presented his five-year strategic plan. He said this Plan is based on its Vision, Mission and Value statements. (See Blue Book for Power Point Presentation).

Commissioner Payne asked Chief Peete if the Dudley School really salvageable. He answered yes. He said the grant is specifically designated for areas of historical value and the Dudley School falls into the parameter. He said these are places that significance of minority, Dudley School used to be a place where only certain individuals could go, where you couldn't cross over into certain areas. He said the grant maxes out at \$500,000, and they offer it every year and he could keep applying for it and getting that grant to fix that school. Commissioner Payne thought it wasn't a bad idea, it just looks like it is about ready to fall. Chief Peete said he has worked with Fire Chief LeClair and talked specifically about the southern wall, but it is structurally sound. He said it is going to cost money and there is asbestos there, but we are willing to do that to make this a gem in the community and hopefully use this as a launch pad to reinvigorate.

Commissioner Hernandez said anything is better than what is there. He said there has been half-way houses there which it wasn't zoned for that, but they went around it and got it there. He said they had houses that they were using for half-way houses and it was up to 12 and 14 individuals living in a three bedroom house and paying \$450 a month and because they were under federal they couldn't do anything to them. He said a lot of people have tried to get that and remodel that but they couldn't come up with the money. Police Chief Peete said the current owner has agreed to sell it to them, all they have to do is win the grant.

16. Consider, and act upon, Resolution No. 2018-38 approving a Grant Agreement between the City of Alamogordo and the New Mexico Department of Finance and Administration, Local

Government Division for Capital Appropriation Project No.18-C2538 in the amount of \$100,000 to purchase and equip vehicles for the Alamogordo Police Department. (Brian Peete, Police Chief) (Roll Call Vote Required)

Police Chief Peete said this is the State grant that has been allotted to give them \$100,000 to purchase new vehicles, to maintain or increase the fleet of the Alamogordo Police Department.

Commissioner Rardin moved to approve.

Mayor Pro-Tem Baldwin seconded the motion.

Roll Call Vote was taken.

Motion carried with a vote of 7-0-0.

17. Consider, and act upon, the Memorandum of Understanding between the 49th Civil Engineering Squadron and the City of Alamogordo Animal Control Center to provide services to Holloman AFB. (Brian Peete, Chief of Police)

Police Chief Peete said there is a MOU (Memorandum of Understanding) that they would like for the Commission to approve to allow them to provide Animal Control services to Holloman Air Force Base. He said they do not have the resources to house stray dogs or cats, and again increasing our partnership with our Air Force community. He said this is something that they could do, and they would like to offer those services.

Commissioner Rardin said the current MOU has the same price agreement as the 1998 MOU, why didn't they look at revising pricing. Police Chief Peete said the pricing is primarily for pretty much housing the animals. He said they are looking at it in terms of it still is a very competitive and fair price to provide that service. Commissioner Rardin asked if it has not gone up in the last twenty years. Police Chief Peete said yes rightfully so, but it is more along the lines of providing food and water for the animals when we house them, but as far as looking at services like manpower and increasing salaries and benefits it doesn't touch that, but it will help contribute to purchasing food and water while we house the animals.

Mayor Boss said we've had this agreement for some time, we are just renewing it. Police Chief Peete answered yes.

Commissioner Rardin said we have not looked at these charges since 1998. Police Chief Peete said we already buy our food in bulk, so it would just add to it, and plus Animal Control is fortunate enough to get a lot of donations for food, so we believe that we can do it fairly at this price.

Commissioner Sikes asked how many dogs they are talking about. She also asked if they have to quarantine any dogs coming back from overseas. Police Chief answered no, this is primarily for stray animals or any animals that wonder onto Base. Commissioner Sikes asked if there are a lot of strays on Holloman Air Force Base. Police Chief Peete said he does not get that there are.

Captain Archibald said he is the one that has drafted this up. He said over the last four years they have had zero dogs. He said what this is a paperwork shuffle. He said recently the Security Force Squadron has decided that they are unable to be the OPR on this stray dogs' program and it got kicked over to him. He said what he is doing is creating an interim solution between the City of Alamogordo for now and possibly in the future seeing what the Sheriff's Department can do, but he is just trying to get an agreement in place so if they have an incident that it can get resolved in an appropriate manner.

Commissioner Sikes asked Captain Archibald if they have any stray animals that the City would have to take care of, would Animal Control have access to the Base or would someone have to drag the dog to the Visitor Center. He said with this falling under his purview, when they call and request those services, they will also call down to the gate and get them someone to escort them.

Mayor Boss moved to approve.
Commissioner Rardin seconded the motion.
Motion carried with a vote of 7-0-0.

18. Consider, and act upon, the HIDTA Sub-award Recipient Agreement Between County of LEA and City of Alamogordo. (Brian Peete, Chief of Police)

Police Chief Peete said this is requesting that the Commission approve and sign the agreement. He said this is based on when it was approved to join HIDTA, the next requirement was to do a fiscal assessment. Since Lea County is the fiscal agent for it, they had come in and make sure that there are mechanisms in place to ensure that we do not have any issues in handling Government grant money. He said this is something that Finance does on a daily basis, they passed it with flying colors. He said this is a formalized agreement. He explained the overtime funding process.

Commissioner Wright moved to approve.
Commissioner Sikes seconded the motion.
Motion carried with a vote of 4-3-0. Commissioners Hernandez, Rardin, and Payne voted nay.

19. Consider, and act upon, approval for the Alamogordo Police Department to apply for a Department of the Interior National Park Service Grant so to purchase and restore the property located at 523 Maryland. (Brian Peete, Chief of Police)

Police Chief Peete said this is a grant from the Department of the Interior National Park Service. The ceiling for any one grant is \$500,000. They will be able to continuously apply for this grant as the years go by, so if they are not able to do everything they need with the first year, they can again apply for it the second year and hit the same ceiling. He said they have to submit the grant proposal by October 8, 2018. He said they have a lot of support from the community to offer letters of support for this when they fill out the grant paperwork for this. He feels confident that we would be a very good contender.

Mayor Boss asked what the criteria for the expenditures of the funds is. Police Chief Peete said this is primarily the National Parks Service's African American Civil Rights Grants program (AARC), it preserves sites related to the African American struggle to gain equal rights to citizens in the 20th Century. He said because of the historical nature of the Dudley School and the population that was limited to attend it, as well as, it being in an area, as well as, it being in a State that needs this type of preservation, he is pretty confident we would be a very good contender. Mayor Boss asked about the restrictions, as far as, by when does the money need to be spent. Police Chief Peete said it has to be spent on the site itself. Mayor Boss asked if we get the grant, do we need to start immediately and expend the money, or can we keep that grant and move into the next year and apply for another grant. Police Chief Peete said as long as all the money that we have been awarded from the grant goes to the site itself and we just have to show that part of the grant applications they are asking for very specific things; how much is it going to cost to rehab the structure, how much is it going to cost for landscaping, how much is it going to cost for electric, so we would just have to fill in those blanks on what those estimates are. He said they would hold us to it, they just want to make sure that we have done our homework because they realize that there are other things that could pop up in purchasing something old and historical. Mayor Boss asked if we have made an estimate of that at this point. Police Chief Peete said we have a rough estimate, yes.

Commissioner Hernandez moved to approve.
Commissioner Rardin seconded the motion.
Motion carried with a vote of 7-0-0.

20. Appointments to Boards and Committees. (Richard Boss, Mayor)

Mayor Boss read the opening and appointed David Sword to the Airport Zoning Board. No one was opposed.

EXECUTIVE SESSION

21. Adjourn into Executive Session in compliance with Section 10151(H), NMSA 1978 (as amended), to discuss Threatened or Pending Litigation; Limited only to the Letter of the Office of the State Auditor. (Roll Call Required)

Commissioner Rardin asked if they were really threatened or pending litigation with this letter. He asked if they were going to potentially violate the Open Meetings Act by going back and talking about this letter. He stated it's technically not threatened or pending litigation.

Assistant City Attorney Johnson said he thought this might come up this evening. He read from the New Mexico Open Meetings Act Compliance Guide, under Litigation Section 7 page 29: "The exception does not apply only when a Public Body is sued or is threatened with litigation, it may also be used to close a meeting when the Public Body wants to consult with its Attorney about a law suit that the Public Body has initiated or is considering initiating against the defendant." He said that being said, that is going to be the complete scope of all he can answer while they are still in a public forum, however, in the interpretation of that rule they wouldn't be in violation of a closed meeting if they are talking about other matters pursuant to litigation such as litigation that they as the public body may initiate themselves. He said the reason he will not expand on this scope in a public forum is that should they enter into specific questions about what they are about to go into a closed meeting with, they run the risk of then violating that privilege which is still intact. He said he cannot go into specifics of that, he can just give them the generality of the rule and that they are allowed to have a closed session pursuant to things outside of just pending or threatened litigation in that if they were going to bring an action, it could be discussed in a closed meeting.



Commissioner Payne moved to adjourn in to Executive Session at 9:39 p.m.

Mayor Pro-Tem Baldwin seconded the motion.

Roll Call Vote was taken.

Motion carried with a vote of 7-0-0.

ADJOURNMENT

Mayor Richard Boss

ATTEST:

City Clerk Rachel Hughs

(Prepared by Eric Barraza, Deputy Clerk)

Approved at the Regular Meeting held on October 9, 2018.

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 08/15/2017

Report No: 2.

Submitted By: Rachel Hughs

Subject: Approve the statements related to the Executive Session held on September 25, 2018. *(Rachel Hughs, City Clerk)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve the following statements authorizing them to be included in the minutes of October 9, 2018: "The Governing Body of the City of Alamogordo, New Mexico, hereby states that on September 25, 2018, a Closed Executive Session was held and matters discussed in the closed meeting were limited only to: The Letter of the Office of the State Auditor.

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

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/05/2018

Report No: 3.

Submitted By: Petria Schreiber

Subject: Consider, and act upon, final publication of Ordinance 1577, an ordinance amending section 2-14-040 of the Alamogordo Code of Ordinances regarding economic development. (*Petria Schreiber, City Attorney*) **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve for final publication.

Background: This amendment to the economic development ordinance strikes out the retail business portion of the ordinance. The City has not pursued a LEDA retail project since passing this amendment in November, and has no plans to currently.

ORDINANCE NO. 1577

AN ORDINANCE AMENDING SECTION 2-14-040 OF THE ALAMOGORDO CODE OF ORDINANCES REGARDING ECONOMIC DEVELOPMENT

WHEREAS, the City Commission of the City of Alamogordo wishes to encourage and foster local economic development in compliance with state and local laws;

NOW, BE IT THEREFORE ORDAINED by the City Commission of the City of Alamogordo, New Mexico that Section 2-14-040 of the *Code of Ordinances of the City of Alamogordo*, New Mexico, are hereby amended to read as follows:

2-14-040. - Economic development strategic plan.

Note: The terms "city," "Alamogordo" and "City of Alamogordo" referred to in this economic development strategic plan refer to the city government of that legal entity called the City of Alamogordo.

- (a) *Economic development goals:* Having encouraged the support of the community and its leadership through public meetings and interviews, this economic development strategic plan declares the following to be desired goals:
- (1) To diversify the local economy by the creation of additional jobs in existing business and the development of new business.
 - (2) To support the development of industrial/business park(s) that will be attractive to new and expanding business.
 - (3) To, when feasible and within the provisions of the New Mexico Local Economic Development Act, use public funds to assist in the development of new jobs.
 - (4) To only assist businesses that meet all applicable environmental rules and regulations, both state and national.
 - (5) To encourage cooperation between the public and private sectors as they assist in the creation of new jobs.
 - (6) To support and encourage actions that will foster the utilization of Holloman AFB and White Sands Missile Range at their current levels of employment and when possible work for the creation of additional jobs.
 - (7) To help develop within the community's resources the best possible vocational and other skill training to prepare the local populace to enter the work force.
 - (8) To help develop the arts, cultural and entertainment industries within Alamogordo.
- (b) Types of businesses that meet the community's goals: Those that fit most or all of this criteria will be selected when considering giving assistance under the Local Economic Development Act. This list is not necessarily all inclusive, and should an industry fall outside this preferred list, individual consideration will be granted.

Alamogordo considers the following types of businesses to be those that are preferred or meet the community goals:

- (1) Industry that meets all environmental standards both state and federal.
- (2) Industry that does not use large amount of water in its production processes. Exceptions may be made in instances where the water is mostly reprocessed rather than discharged.

- (3) Industries that pay a wage that will help improve the local per capita income.
 - (4) Industries that can take advantage of the highly skilled personnel that are available as the result of discharge or retirement from area military installations.
 - (5) Qualifying office/service industries such as telemarketing or data processing that provide jobs attractive to high unemployment groups including second incomes for families.
 - (6) Industry that will help diversify the local labor market and lessen the reliance on federal government employment.
 - (7) Research and development, particularly those related to the aerospace industry.
 - (8) Light assembly or manufacturing industry that are labor intensive.
- (c) *Criteria for community assistance:* Community assistance will be considered for those industries that meet the criteria of a "qualifying entity" as defined in the Local Economic Development Act Law of 1993, Chapter 297, 5-10-3 as follows:
- (1) An industry for the manufacturing, processing, or assembling of agricultural or manufactured products;
 - (2) A commercial enterprise for storing, warehousing, distributing, or selling products of agriculture, mining or industry, but, other than as provided in paragraph (5), (6) or (9) of this subsection, not including any enterprise for sale of goods or commodities at retail or for distribution to the public of electricity, gas, water or telephone or other services commonly classified as public utilities;
 - (3) A business, including a restaurant or lodging establishment, in which all or part of the activities of the business involves the supplying of services to the general public or to governmental agencies or to a specific industry or customer, but, other than as provided in paragraph (5) or (9) of this subsection, not including businesses primarily engaged in the sale of goods or commodities at retail;
 - (4) An Indian nation, tribe or pueblo or a federally chartered tribal corporation;
 - (5) A telecommunications sales enterprise that makes the majority of its sales to persons outside New Mexico;
 - (6) A facility for the direct sales by growers of agricultural products, commonly known as farmers' markets;
 - (7) A business that is the developer of a metropolitan redevelopment project;
 - (8) A cultural facility.

In deciding the eligibility for community assistance, the city commission may choose to work in conjunction with the county economic development council to be the city's agent in dealing with projects and formulating recommendations to the city commission.

- (1) *Information required.* For an applicant to be considered for assistance the following may include but is not limited to the following:
 - a. Company financial history.
 - b. The number of jobs to be created.

- c. The types of business and jobs including a business plan.
 - d. Compatibility with Alamogordo's economic development goals.
 - e. Other resources available to the borrower.
 - f. Financial and marketing projections.
 - g. Other information deemed pertinent to the city.
- (2) *Information verification.* The city will use due diligence to verify all facts about the business seeking assistance including but not limited to:
- a. Requiring financial statements and appropriate tax records to be made available by the business.
 - b. Investigation to determine the validity of any claims to patent rights, trade secrets, etc.
 - c. Verification of financial data including requesting data from banks and other financial institutions that may have had previous dealings with the business seeking assistance or its principals.
 - d. Review of information pertaining to any other borrowing by the business or its principals that might affect the business's ability to repay debt or fulfill other obligations, if any, owed to the city.
 - e. Review of the business's plans and marketing plans proposed by the borrower including, if deemed necessary, outside professional review of technical data.
- (d) *Investment protection.* The city will provide adequate safeguards to insure that its rights and financial commitments are adequately protected and recoverable in the event of default. No investment will be made that is not in compliance with the Local Economic Development Act. Protection may include but is not limited to:
- (1) Security provided the city may be in the form of a lien, mortgage or other indenture and the pledge of the qualifying business's financial and material participation and personal cooperation to guarantee the borrower's performance pursuant to the project's goals.
 - (2) Any investment in streets, utilities or other public works will be made in accordance with city policy that provides security for any city investment made pursuant to the attraction of a business under the Local Economic Development Act.
 - (3) Provision for performance review will be established to insure that the business is operating in accordance with its agreements with the city. This may include milestones, measurable goals and time limits on project development and completion. Provisions for performance review may include penalties for unsatisfactory performance.
 - (4) The contribution made by each party and its participation in the project will be clearly stated in the agreements. Contributions made by the qualifying entity must be of value and may be money, in-kind services, jobs, expanded tax base, property or other thing or service of value to the local economy.
 - (5) There will be separate accounts for all financial dealings.
 - (6) An annual independent audit of the fund/account shall be required.

- (e) *Possible community assistance.* Community assistance under the Local Economic Development Act may include:
- (1) The sale or lease of city-owned land or other property in return for pledges to provide new jobs of a value commensurate with discount from market value granted in any land/property sale or lease. Terms of said sale/lease may provide penalties including return of the property for failure to meet goals for the creation of jobs.
 - (2) Alamogordo will consider building and leasing or selling a facility in return for new jobs. The terms of such a lease/sale shall be commensurate with the number of new jobs created. This reduced lease/sale shall have provisions for adjustment of the lease/sale price in the event the lessee/borrower fails to meet the previously established employment goals.
 - (3) The minimum benefit to the community to qualify for assistance is the creation of new jobs that pay an hourly rate at least equal to the federal minimum wage or other standards that may be adopted.
 - (4) The community will assist the new business in obtaining vocational/educational training from local sources whenever possible. The community will also assist in obtaining matching funds if available under the New Mexico In-Plant Training Program.
 - (5) When appropriate information is presented and an application is made the city will issue industrial revenue bonds to assist in the location or expansion of a qualifying business. These bonds may include tax abatement when deemed appropriate.
 - (6) Under circumstances where the benefit to the community is not clear, an economic impact analysis may be requested by the city.
 - (7) Assistance under this Act shall not exceed the expenditures of monies exceeding five (5) percent of the city's general fund budget in any one (1) year. Other assistance, such as the sale of already owned city land, will be considered on an individual basis.
- (f) *Community expectations and benefits.* The city expects the economic development strategic plan to help direct the community towards goals of greater economic diversification and increased per capita income as the result of more and better jobs.
- (g) *Project termination.* The city may by ordinance terminate this economic development strategic plan. It may also terminate projects developed under this plan provided the term of any existing contract must be satisfied. Any monies left in the account or funds for this project(s) shall be transferred to the general fund.

DONE this _____ day of _____, 2018.

CITY OF ALAMOGORDO, NEW MEXICO
a New Mexico municipal corporation

By: _____
Richard A. Boss, Mayor

ATTEST:

Rachel Hughs, City Clerk

APPROVED AS TO FORM:

Petria Schreiber, City Attorney

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/05/2018

Report No: 4.

Submitted By: Petria Schreiber

Subject: Consider, and act upon, final publication of Ordinance 1576 amending Section 12-04-015 of the City of Alamogordo Code of Ordinances regarding firework dates of use. (*Petria Schreiber, City Attorney and Jim LeClair, Fire Chief*) **(Roll Call Vote Required)**

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Recommend for final publication.

Background: This is an updated version of the City's firework ordinance found in 12-04-015. This amendment restricts the dates and times of use, and references the City's noise ordinance.

ORDINANCE NO. 1576

**AN ORDINANCE AMENDING SECTION 12-04-015 OF
THE CITY OF ALAMOGORDO CODE OF ORDINANCES
REGARDING FIREWORK DATES OF USE**

WHEREAS, the City Commission of the City of Alamogordo recognizes that certain types of fireworks are permissible in the State of New Mexico;

WHEREAS, the City Commission recognizes that fireworks affect citizens differently and wishes to find a balance between those that enjoy fireworks and those that fireworks disturb;

BE IT ORDAINED by the City Commission of the City of Alamogordo New Mexico that Section 12-04-015 of Chapter Twelve of the Code of Ordinances be amended as follows:

12-04-015. - Dates of use.

No person may use or set off any fireworks except from July 1 to July 6, December 28 to January 1, May 5 (Cinco de Mayo) and the three days preceding and including Chinese new year. No fireworks shall be set off between the hours of 10:00 p.m. and 06:00 a.m., with the exception of New Year's Eve (December 31) where fireworks shall be permissible on December 31 ending at 01:00 a.m. on January 1. (All fireworks must comply with the City's noise ordinances found at 11-05-270).

DONE this _____ day of _____, 2018.

CITY OF ALAMOGORDO, NEW MEXICO
a New Mexico municipal corporation

By: _____
Richard A. Boss, Mayor

ATTEST:

Rachel Hughs, City Clerk

APPROVED AS TO FORM:

Petria Schreiber, City Attorney

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/05/2018

Report No: 5.

Submitted By: Barbara Pyeatt

Subject: Consider, and act upon, a bid award of IFB 2018-03 Hot Mix, to AggTec LLC to be utilized by various departments. (*Barbara Pyeatt, Chief Procurement Officer*)

Fiscal Impact: 202,762.00

Amount Budgeted: \$0.00

Fund:

Additional Fiscal Impact:

Recommendation: Award IFB 2018-03 to Aggregate Technologies, LLC for an estimated amount of \$202,762.00

Background: IFB No. 2018-03 Hot Mix was advertised on August 26, 2018 and opened on September 13, 2018 at 2:00pm Aggregate Technologies, LLC was the only low bidder.

The purchase of Hot Mix will be used by various City Departments, with primary usage being for the Public Works Street Maintenance Department. This is an estimated quantity, multi-term contract commencing September 26, 2018 through September 25, 2019 for the first term. The contract may be extended for three additional one-year terms upon mutual acceptance.

Bid tabulation attached.

BID TABULATION
Hot Mix
CITY OF ALAMOGORDO IFB 2018-03
September 13, 2018 2:00 PM

ITEM NO.	ESTIMATED QUANTITY TONS	DESCRIPTION	Aggregate Tachnologies, LLC	
			Unit Price	Total Price
1	1 Ton	Hot Mix, Grade "A" Per Specifications (Not Delivered)	\$81.00	\$81.00
2	2500 Tons	Hot Mix, Grade "B" as attached specifications (Not Delivered)	\$81.00	\$202,500.00
3	45 ea	Plant start up fee assessed for a total daily purchase of less than fifteen (15) tons. (See Hot Mix Requirements page 11, item No. 1)	\$400.00	\$18,000.00
4	1 ea	Cost per ton mile for hot mix deliveries	\$1.00	\$1.00
5	1 ea	Cost per hour for 12cu Yd., capacity dump truck to deliver hot mix	\$85.00	\$85.00
6	1 ea	Cost per hour for 24cu Yd., capacity dump truck to deliver hot mix	\$95.00	\$95.00
TOTAL BASE BID				\$202,762.00

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/03/2018

Report No: 6.

Submitted By: Rachel Hughs

Subject: Approve Resolution No. 2018-43 designating the City Clerk as the Custodian of Records and including the method of destruction for City records as witnessed shredding. *(Rachel Hughs, City Clerk)* **(Roll Call Vote required)**

Fiscal Impact: \$1,449.36

Amount Budgeted: \$3,100.00

Fund: 011-2001-411.30-41 Records/Records Supplies

Additional Fiscal Impact:

Recommendation: Approve Resolution 2018-43 **(Roll Call Vote required)**

Background: The process to get approval to proceed with destruction of records for the City of Alamogordo is to submit the list to the City Attorney to make sure there are no open legal cases that should be kept. It is no longer necessary to submit this list to the NM State Records Center & Archives for approval to proceed, as we have done in past years.

For the last destruction, the City used shredding as the method of destruction. The number of records boxes to be destroyed this year will be 244, includes 16 boxes from the Police Department. The cost to destroy the records is \$1,449.36.

Staff recommends approval of the resolution designating the City Clerk as Custodian of Records and to continue with records destruction by witnessed shredding by a bonded destruction vendor.

RESOLUTION NO. 2018-43

**DESIGNATING THE CITY CLERK AS THE CUSTODIAN OF RECORDS AND
DESIGNATING THE METHOD OF DESTRUCTION OF RECORDS AS WITNESSED
SHREDDING BY A BONDED DESTRUCTION VENDOR**

WHEREAS, the destruction of obsolete records is necessary for efficient records maintenance by the City of Alamogordo; and

WHEREAS, in the interest of sound records management principles, the City Clerk has established procedures for the retention and disposition of municipal records; and

WHEREAS, the New Mexico Commission on public Records (New Mexico State Records Center and Archives) has developed and issued updated (2016) records retention and disposition schedules for municipal records; and

WHEREAS, the City of Alamogordo desires to use witnessed shredding by a bonded destruction vendor as the approved method of destruction of records once they have been approved by the City Attorney for destruction.

NOW, THEREFORE, BE IT RESOLVED: that the City Clerk is designated as the Custodian of Records and the Clerk or her designee, is hereby authorized and directed to maintain the program for the municipality and to apply the retention period assigned by said records retention and disposition schedules to all records and files of the Municipality.

BE IT FURTHER RESOLVED: the official method for destruction of records will be designated as witnessed shredding by a bonded destruction vendor and the City Clerk is authorized to proceed with shredding of approved records.

PASSED, APPROVED AND ADOPTED this 25th day of October 9, 2018.

CITY OF ALAMOGORDO, NEW MEXICO,
A NEW MEXICO MUNICIPAL CORPORATION

Richard Boss, Mayor

SEAL

ATTEST:

APPROVED AS TO FORM:

Rachel Hughs City Clerk

Petria Schreiber, City Attorney

CITY OF ALAMOGORDO, NEW MEXICO

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2017

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

DEPT. WHERE RECORD ORIGINATED	DESCRIPTION OF RECORD	YEAR OF RECORD	ITEM # AUTHORIZING DESTRUCTION	Archive Box Number	DESTROY DATE
Legal	LEGAL CASE FILE: (2003 – 2006) Closed	2003 - 06	1.15.3.401(1)	2017-1	
Personnel	CLASSIFICATION STUDY FILES: (2006)	2006	1.15.7.119(2)	2017-2	
Finance	VOUCHERS (JOURNAL): Jul – Feb. 2010)	2010	1.15.5.505(1)	2017-3	
Finance	FNB Gen Op. / FNB Payroll Bank Statements July 2009 – June 2010 FY2010	2010	1.15.5.508	2017-7	
Finance	Bank Statements July 2009 – June 2010 FY2010	2010	1.15.5.508	2017-8	
Finance	Bank Statements FNB Gen. Op./FNB Payroll Bank Statements/FNB Gen. Op. Bank Reconciliation July 2009 – June 2010	2010	1.15.5.508	2017-9	
Finance	Vouchers/Journals July 2009 – June 2010 FY2010	2010	1.15.5.505(1)	2017-10	
Finance	Vouchers (Journal), Adjusting Journal Entries(AJEs) March/June 2010 – FY2010	2010	1.15.5.505(1)	2017-11	
Finance	Payment Invoice Files July 2009 – June 2010 FY2010 Credit Card Receipts July 2009 – June 2010	2010	1.15.5.204	2017-12	
Engineering	PW Capital Project Files: - ENG-1999-010 Alamo Reg. Water Supply Proj. permits 2004-2006 - ENG-1999-010 Alamo Reg. Water Supply Governor's Grant 03-T-008 2004-2006 - ENG-1999-010 Alamo Reg. Water Supply Proj. Correspondence 2000-2003 - ENG-1999-010 Alamo RWSP Additional Water sources 2004 - ENG-1999-010 Alamo RWSP NM Water Trust Board 2002-2006 - ENG-1999-010 Alamo RWSP NMFA Grant 2005-2006 - ENG-1999-010 Alamo RWSP NMFA Loan 2006 - ENG-1999-010 Alamo RWSP Pay Request – Phase I 1999-2000 - ENG-1999-010 Alamo RWSP Pay Request – Phase 2 2001-2002	1999-2006	1.19.8.109(1)	2017-13	

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2017

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

Engineering (cont.)	- ENG-1999-010 Alamo RWSP NMED Grant 2006 - ENG-1999-010 Alamo RWSP pay Request Phase 3 2003-2004 - ENG-1999-010 Alamo RWSP Cost summary & phasing schedule 2005-2006 - ENG-2001-025 Bonita Dam Maint. Rebid Acnt. File Contract & Bid Documents 2002 - ENG-2001-025 Bonita Lake Reservoir Dam Repairs & Maint. – Rebid 2002 - ENG-2001-025 Bonita Lake Res. Dam Repairs & Maint.- Rebid Testing 2002-2003 - ENG-2001-025 Bonita Lake Res. Dam Repairs & Maint. – Rebid Originals 2002 - ENG-2001-025 Bonita Lake Res. Dam Repairs & Maint – Rebid Payroll 2002 - ENG-2001-025 Bonita Lake Res. Dam Repairs & Maint. – Change orders 1-5 2002-2003 - ENG-2001-025 Bonita Lake Res. Dam Repairs & maint.Rebid City Eng. Ltr to Dam Safety Bureau 2005 - ENG-2001-025 Bonita Lake Res. Dam Repairs & Maint. Rebid Correspondence & pics 2002 - COA Reg. Desal. Facility right-of-way study by Livingston 6/2003 - Environmental Assess. Doc. Proposed test well for Pilot Desal. Proj. Tularosa Basin (draft) by Zia for Livingston 7/2001 - Amendment to Env. Assess. Document Pilot Desal. Project (draft) by Zia for Livingston 3/2004 - Appraisal 1600 Acres N. of Tularosa on US Hwy. 54 by Colvin (Snake Tank Desal Plant) 10/2004 - Appraisal 160 Acres S. of Sunspot on C.R. E012 by Colvin (Trade for Desal plant) 10/2004	1999-2006	1.19.6.109(1)	2017-13	
Municipal Court	Money Transaction Rpts. & Deposit Books 2006- Jan 2013	2013	1.19.9.101	2017-14	
Municipal Court	Non-DUI & Non-Domestic Violence Crim. Case File 2012 Traffic Citations & Mix Jan-Dec. 2012	2013	1.19.9.103	2017-15	
Municipal Court	Money Transaction Rept. & Non-DUI & Non-Domestic Violence Criminal Case Files March – April 2013	2013	1.19.9.101 1.19.9.103	2017-16	

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2017

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

4	Municipal Court	Money Transaction Rept. & Non-DUI & Non-Domestic Violence Criminal Case Files March – May 2013	2013	1.19.9.101 1.19.9.103	2017-17	
5	Municipal Court	Money Transaction Rept. & Non-DUI & Non-Domestic Violence Criminal Case Files 2010 Traffic G-S	2013	1.19.9.101 1.19.9.103	2017-18	
6	Municipal Court	Money Transaction Rept. & Non-DUI & Non-Domestic Violence Criminal Case Files March-June 2013	2013	1.19.9.101 1.19.9.103	2017-19	
7	Municipal Court	Money Transaction Rept. & Non-DUI & Non-Domestic Violence Criminal Case Files Jan.-March 2013 Financial, Criminal/Animal, Traffic	2013	1.19.9.101 1.19.9.103	2017-20	
8	Municipal Court	Money Transaction Rept. & Non-DUI & Non-Domestic Violence Criminal Case Files June – July 2013	2013	1.19.9.101 1.19.9.103	2017-21	
9	Finance	Payroll – Payroll Warrants (Paycheck stubs) 7/16/2009-12/31/2009	2010	1.15.5.407(1)	2017-22	
0	Finance	Deposit Slips	FY2013	1.15.5.205	2017-28	
1	Finance	Cash Reports, Daily May-June 2013	2013	1.15.5.207(1)	2017-29	
2	Finance	Cash Reports, Daily March-April 2013	2013	1.15.5.207(1)	2017-30	
3	Finance	Cash Reports, Daily Nov.&Dec. 2012	2013	1.15.5.207(1)	2017-31	
4	Finance	Budget Appropriations Requests FY2012-FY2013	2013	1.15.5.102	2017-32	
5	Finance	Cash Rpts. Daily Jan-Feb 2013	2013	1.15.5.207(1)	2017-33	
6	Finance	Cash Rpts. Daily Sept & Oct 2012	2013	1.15.5.207(1)	2017-34	
7	Finance	Revenue Rpts. – Lodger's Tax, Landfill, Franchise, Property tax, Fuel tax, Motor Vehicle tax, Voided checks	2013	1.15.5.206	2017-35	
8	Finance	Cash Rpts., Daily July-Aug. 2012	2013	1.15.5.207(1)	2017-36	
9	Finance	Budget Work Papers	2013	1.15.5.101	2017-37	
0	Muni Court	Money transaction rpts/Non-DUI & Non-Domestic Violence April 2012-May 2013 AOC 2011-2012/Travel Forms, Daily End of Day Rpts. Oct. – Dec. 2012	2013	1.19.9.101 1.19.9.103	2017-38	
1	Muni Court	Money transaction rpts/Non-DUI & Non-Domestic Violence / Yr. End Rpts 2012 Daily End of Day rpts July-Sept 2012	2013	1.19.9.101 1.19.9.103	2017-39	
2	Finance	Payroll – Payroll Warrants (check stubs) 01/2010-07/2010	2010	1.15.5.407(1)	2017-40	

CITY OF ALAMOGORDO, NEW MEXICO

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2017

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

33	Comm. Services	AFRC Recreation Program Files 2014	2014	1.19.8.652	2017-41	
34	Comm. Services	AFRC Recreation Program Files 2008-2014	2014	1.19.8.652	2017-42	
35	Comm. Services	AFRC Cash Reports, Daily Oct. 2013-July 2014	2014	1.15.5.207	2017-43	
36	Comm. Services	AFRC deposits from Aug. 1, 2012-July 1, 2013	2014	1.15.5.207	2017-44	
37	Comm. Services	AFRC Account Transfer order 2000-Dec. 20, 2012	2012	1.15.5.504	2017-45	
38	Comm. Services	AFRC Cash Reports, Daily Aug. 2014-Dec. 2014	2014	1.15.5.207(3)	2017-46	
39	Comm. Services	AFRC Recreation Program File 2011-Aug.8, 2014	2015	1.19.8.652	2017-47	
40	Comm. Services	AFRC Recreation Program Files 2011-2014	2014	1.19.8.652	2017-48	
41	Code Enforcement	Notification of Violations May 2011 – Aug 2011 Case #11-5845 – 11-10095	2011	1.15.3.501	2017-49	
42	Code Enforcement	Notification of Violations Jan 2011 – May 2011 Case #11-188 – 11-5715	2011	1.15.3.501	2017-50	
43	Code Enforcement	Notification of Violations Aug 2011 – Oct 2011 Case #11-19218 – 11-12935	2011	1.15.3.501	2017-51	
44	Legal	Legal Case files Rudy Clarke v. City #16-05-19 FAA Airport Proceedings	2006	1.15.3.401(1)	2017-52	
45	Legal	Legal Case files COA v. Walker CV-2003-186 Condemnation Lawsuit	2006	1.15.3.401(3)	2017-53	
46	Comm. Services	AFRC Recreation Program Files May 2009-Nov. 2014	2015	1.19.8.652	2017-54	
47	Legal	Dist. Court Appeals 2005-2006	2006	1.15.3.401(1)	2017-55	
48	Legal	Muni court Misc. Cases, files – Competency/Worthless Checks 1/2000-12/2006	2007		2017-56	
49	Legal	Closed Dist. Court Appeals 2006	2006	1.15.3.401(1)	2017-57	
50	Legal	Closed Muni court cases/Nolle Prosequi/Criminal Complaints 1/2002-2006	2006	1.15.3.401(1)	2017-58	
51	Legal	Closed Muni Court Case files 2006 A-B	2006	1.15.3.401(1)	2017-59	
52	Legal	Closed Muni court Case files 2006 C-E	2006	1.15.3.401(1)	2017-60	
53	Legal	Closed Muni Court Cases 2006 Q-Sm	2006	1.15.3.401(1)	2017-61	
54	Legal	Closed Muni Court Case files 2006 H-M	2006	1.15.3.401(1)	2017-62	
55	Legal	Closed Muni court Case files 2006 M-Q	2006	1.15.3.401(1)	2017-63	
56	Legal	Closed Muni court Case files 2006 F-G	2006	1.15.3.401(1)	2017-64	
57	Legal	Closed Muni Court Case files 2006 SW-Z	2006	1.15.3.401(1)	2017-65	
58	ASC	Gen. Corres./Mileage Reimbursements/HM Billing Receipts 7/2012-6/2013	2013	1.15.3.109 1.15.5.203	2017-66	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

3	ASC	Rt. Sheets/phone messages/sign in/donations/monthly rpts/MOW schedules/guest and staff sheets 2/2013-5/2013	2013	1.15.3.135 1.15.3.132 1.19.8.941(2) 1.15.7.113(1)	2017-67	
4	ASC	Senior Services Transportation	2013	1.19.8.942	2017-68	
5	ASC	Senior Services Transp/Gen. Corres 2012-2013	2013	1.19.8.942 1.15.3.109	2017-69	
6	Finance	Bank Statements 7/2008 - 6/2010	2010	1.15.5.508	2017-70	
7	ASC	Rt. Sheets/Monthly Rpts/Phone messages/donation papers/Guest Sheets/sign in sheets 1/2013-6/2013	2013	1.15.3.132 1.15.3.135 1.15.5.207 1.15.7.113(1)	2017-71	
8	ASC	Rt. sheets/donation papers/monthly rpts/phone messages/guest sheets/meal tickets 4/26/2010 - 9/26/2013	2014	1.19.8.941(2) 1.15.3.132 1.15.5.207 1.15.3.135	2017-72	
9	City Clerk	Business Lic. Files - Commercial Solicitors 2009-2013	2013	1.19.8.105	2017-73	
10	City Clerk	General Corr. Files - IPRA Requests 1/1/2014-12/31/2014	2015	1.15.3.109	2017-74	
11	City Clerk	General Corr. Files - IPRA Requests 1/1/2014-12/31/2014	2015	1.15.3.109	2017-75	
12	City Clerk	General Corr. Files - IPRA Requests 1/1/2014-12/31/2014	2015	1.15.3.109	2017-76	
13	MIS	Vendor files/vendor invoices 2000-2014	2014	1.15.5.301 1.15.5.304(2)	2017-80	
14	Clerk	Election Files - Voting Machine Permits from 3/4/14 Election	2014	1.19.8.153	2017-81	
15	Clerk	Election Files - Ballots and voting machine permits from 3/4/14 Election	2015	1.19.8.153	2017-82	
16	Utility Maintenance	Work orders	2012	1.15.3.133	2017-83	
17	Utility Maintenance	Work orders, July 2012-Dec 2012	2013	1.15.3.133	2017-84	
18	Utility Maintenance	Work orders, July 2010-Dec 2010	2011	1.15.3.133	2017-85	
19	Utility Maintenance	Work orders, Jan 2013-June 2013	2013	1.15.3.133	2017-86	
20	Drainage Maintenance	Work orders, Jan 2008-Dec 2008	2009	1.15.3.133	2017-87	
21	Utility Maintenance	Work orders, Jan 2009-Apr 2009	2009	1.15.3.133	2017-88	
22	Utility Maintenance	Work orders	2013	1.15.3.133	2017-89	
23	Utility Maintenance	Work orders	2013	1.15.3.133	2017-90	
24	Utility Maintenance	Work orders, FEMA 2011 included, Jan 2011-July 2011	2012	1.15.3.133	2017-91	
25	Drainage Maintenance	Work orders, Jan 1997-Dec 1997	1998	1.15.3.133	2017-92	
26	Utility Maintenance	Work orders, Jan 2010-July 2010	2011	1.15.3.133	2017-93	
27	Utility Maintenance	Work orders, Jan 1997-Dec 1997	1998	1.15.3.133	2017-94	
28	Streets, Drainage, Construction	Work orders	2014	1.15.3.133	2017-95	
29	Drainage Maintenance	Work orders, Jan 1999-Dec 1999	2000	1.15.3.133	2017-96	
30	Drainage Maintenance	Work orders, Jan 1996-Dec 1996	1997	1.15.3.133	2017-97	
31	Drainage Maintenance	Work orders, Jan 2010-Dec 2010	2011	1.15.3.133	2017-98	
32	Street Maintenance	Work orders, Jan 1994-Dec 1995	1996	1.15.3.133	2017-99	
33	Water	Work orders, Feb 2014-June 2014	2014	1.15.3.133	2017-100	
34	Water	Work orders	2014	1.15.3.133	2017-101	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

91	Street Maintenance	Work orders, Jan 2007-Dec 2007	2008	1.15.3.133	2017-102	
92	Utility Maintenance	Work orders, Jan 2008-Dec 2008	2009	1.15.3.133	2017-103	
93	Drainage Maintenance	Work orders, Jan 2006-Dec 2006	2007	1.15.3.133	2017-104	
94	Utility Maintenance	Work orders, May 2009-Dec 2009	2010	1.15.3.133	2017-105	
95	Drainage Maintenance	Work orders, Jan 2002-Dec 2002	2003	1.15.3.133	2017-106	
96	Utility Maintenance	Work orders, Jan 2000-Dec 2000	2001	1.15.3.133	2017-107	
97	Drainage Maintenance	Work orders, Jan 2001-Dec 2001	2002	1.15.3.133	2017-108	
98	Utility Maintenance	Work orders, Aug 2011-April 2012	2012	1.15.3.133	2017-109	
99	Utility Maintenance	Work orders, Jan 2001-Dec 2001	2002	1.15.3.133	2017-110	
100	Utilities	Line locates	2008	1.19.8.560	2017-111	
101	Street Maintenance	Work orders, Jan 2001-Dec 2001	2002	1.15.3.133	2017-112	
102	Street Maintenance	Work orders, prior to 1994	1994	1.15.3.133	2017-113	
103	Street Maintenance	Work orders, Jan 2002-Dec 2002	2003	1.15.3.133	2017-114	
104	Utility Maintenance	Work orders, Jan 2007-Dec 2007	2008	1.15.3.133	2017-115	
105	Drainage Maintenance	Work Orders, Jan 1999-Dec 1999	2000	1.15.3.133	2017-116	
106	Drainage Maintenance	Work Orders; Jan 2005-Dec 2005	2006	1.15.3.133	2017-117	
107	Street Maintenance	Work Orders; Jan 2006-Dec 2006	2007	1.15.1.133	2017-118	
108	Street Maintenance	Work Orders; Jan 2008-Dec 2008	2009	1.15.3.133	2017-119	
109	Street Maintenance	Work Orders; Jan 1999-Dec 1999	2000	1.15.3.133	2017-120	
110	Utility Maintenance	Work Orders; Jan 2006-Dec 2006	2007	1.15.3.133	2017-121	
111	Utility Maintenance	Work Orders; Jan 2002-Dec 2002	2003	1.15.3.133	2017-122	
112	Utility Maintenance	Work Orders; Phone Logs 09-2008-092-2012; Work Orders May 2012-June 2012	2013	1.15.3.133 1.15.3.132	2017-123	
113	Street Maintenance	Work Orders; Jan 1997-Dec 1997	1998	1.15.3.133	2017-124	
114	Street Maintenance	Work Orders; Jan 2000-Dec 2000	2001	1.15.3.133	2017-125	
115	Street Maintenance	Work Orders; Jan 1996-Dec 1996	1997	1.15.3.133	2017-126	
116	Drainage Maintenance	Work Orders; Jan 2004-Dec 2004	2005	1.15.3.133	2017-127	
117	Drainage Maintenance	Work Orders; Jan 2009-Dec 2009	2010	1.15.3.133	2017-128	
118	Drainage Maintenance	Work Orders; Jan 2007-Dec 2007	2008	1.15.3.133	2017-129	
119	Utility Maintenance	Work Orders; Jan 1999-Dec 1999	2000	1.15.3.133	2017-130	
120	Utility Maintenance	Work Orders; Jan 1998-Dec 1998	1999	1.15.3.133	2017-131	
121	Street Maintenance	Work Orders; Jan 2010-Dec 2010	2011	1.15.3.133	2017-132	
122	Street Maintenance	Work Order; Jan 2009-Dec 2009	2010	1.15.3.133	2017-133	
123	Street Maintenance	Work Orders; Oct 2011-June 2012	2013	1.15.3.133	2017-134	
124	Utility Maintenance (Line Locates)	Line Locates 2006	2007	1.19.8.560	2017-135	
125	Drainage Maintenance	Work Orders; Jan 2003-Dec 2003	2004	1.15.3.133	2017-136	
126	Utility Maintenance	Work Orders; Jan 2003-Dec 2003	2004	1.15.3.133	2017-137	
127	Street Maintenance	Work Orders; Jan 2005-Dec 2005	2006	1.15.1.133	2017-138	
128	Street Maintenance	Work Orders; Jan 1998-Dec 1998	1999	1.15.3.133	2017-139	
129	Street Maintenance	Work Orders; Jan 2004-Dec 2004	2005	1.15.3.133	2017-140	
130	Utility Maintenance	Work Orders; Jan 2005-Dec 2005	2006	1.15.3.133	2017-141	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

131	Street Maintenance	Work Orders & Requisitions; 2008 P.O.s, Sweeper Work Orders	2009	1.15.3.133 1.15.5.302	2017-142	
132	Utility Maintenance	Work Orders; Jan 1994-Dec 1994	1995	1.15.3.133	2017-143	
133	Utility Maintenance	Work Orders; Prior to 1994	1995	1.15.3.133	2017-144	
134	Street Maintenance	Work Orders; Jan 1995-Dec 1995	1996	1.15.3.133	2017-145	
135	Utility Maintenance (Line Locates)	Line Locates; Jan 1999-Dec 2002	2003	1.19.8.560	2017-146	
136	Street Maintenance	Work Order; Jan 2001-Dec 2001	2002	1.15.3.133	2017-147	
137	Utility Maintenance	Work Orders; Jan 2004-Dec 2004	2005	1.15.3.133	2017-148	
138	Public Works	Drainage Work Orders; 07/94-06/96	1997	1.15.3.133	2017-149	
139	Community Services-AFRC	Recreation Program File – Dec 2013 – July 2015	2015	1.19.8.652	2017-154	
140	Finance	Vouchers (Journal); Year End Entries -2009; Adjusting Journal Entries (AJES)	2009	1.15.5.505(1)	2017-157	
141	Library	Invoices (vendor); July 11 – June 12	2012	1.15.5.304	2017-158	
142	Library	Invoices (vendor); July 12 – June 13	2013	1.15.5.304	2017-159	
143	Personnel	Rejected Applications (Jan 2013 – Dec 2013): DPS (now APD): PSO's Animal Control DPS Fire Dept	2013	1.15.7.102	2017-160	
144	Personnel	Rejected Applications (Jan 2013 – Dec 2013): Public Works – Water & Wastewater Plants DPS – Crime Analysis Custodian Dispatcher Evidence Tech. & Records Clerk	2013	1.15.7.102	2017-161	
145	Personnel	Rejected Applications (Jan 2013 – Dec 2013): PHA Municipal Court Public Works	2013	1.15.7.102	2017-162	
146	Personnel	Rejected Applications (Jan 2013 – Dec 2013): C.S: Rec Center Senior Center Zoo	2013	1.15.7.102	2017-163	
147	Personnel	Rejected Applications (Jan 2013 – Dec 2013): Airport Cemetery Civic Center Golf Course Library Parks	2013	1.15.7.102	2017-164	
148	Personnel	Rejected Applications (Jan 2013 – Dec 2013): Misc – Kennel Office – Transfer City Attorney (Legal) City Clerk City Manager Human Resources Finance Com. Devel/P&Z & Engineering	2013	1.15.7.102	2017-165	
149	ASC	MOW's - Inventories, Vendor Management, Assistance Nutrition; June 2009 – June 2014	2009-2014	1.21.2.815 1.21.2.347 1.21.2.818	2017-166	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

52	ASC	MOW's – Donations, Reconciliations and Balancing, Assistance Nutrition; June 2014 – Sept 2014	2014	1.21.2.306 1.21.2.331 1.21.2.815	2017-167	
57	ASC	MOW's – Donations, Reconciliations and Balancing, Assistance Nutrition; Nov 2013 – Feb 2014	2013-2014	1.21.2.306 1.21.2.331 1.21.2.815	2017-168	
52	ASC	MOW's – Donations, Reconciliations and Balancing, Assistance Nutrition; routes, guest and staff sheets, cong sign in, mows drivers sheets, phone mess., donation papers, reports for Santa Fe, Tem log papers. Mar 2014 – May 2014	2014	1.21.2.306 1.21.2.331 1.21.2.815	2017-169	
53	Clerk	Public Records Requests (Box 1 of 3) January through December 2015 Folders log number 15-001 through 15-151	2015	1.21.2.519	2017-170	
54	Clerk	Public Records Requests (Box 2 of 3) January through December 2015 Folders log number 15-152 through 15-245	2015	1.21.2.519	2017-171	
53	Clerk	Public Records Requests (Box 3 of 3) January through December 2015 Folders log numbers 15-246 through 15-308 January through December 2014 (Various) Folder log numbers 14-083 through 14-085; 14-209 through 14-298; 14-299 through 14-342; 14-302 through 14-308; folder 303; folder 348	2014-2015	1.21.2.519	2017-172	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

DEPT. WHERE RECORD ORIGINATED	DESCRIPTION OF RECORD	YEAR OF RECORD	ITEM # AUTHORIZING DESTRUCTION	Archive Box Number	DESTROY DATE
Finance	Payroll – Journals – Hand check, reports PR – C.hand posted books of original entry Feb. 2011 – June 2011	2011	1.15.5.501	2018-3	
Finance	Bank Statements July 2010 – June 2011 - Statements: Gen. Operating – Wells F & FNB - Statements & Reconciliation: Payroll – Wells F & FNB - Statements & Reconciliation: Bonito – FNB - Reconciliation: FNB Gen. Operating – June 2011	2011	1.15.5.508	2018-4	
Finance	Vouchers (Journal) Adjusting Journal Entries (AJEs) July 2010 – April 2011	2011	1.15.5.505(1)	2018-5	
Finance	Vouchers (Journal) July 2010 – June 2011	2011	1.5.5.505(1)	2018-6	
Finance	Vouchers (Journal) Adjusting Journal Entries (AJE's) May/June 2011	2011	1.5.5.505(1)	2018-7	
Finance	Reconciliation of Cash Transactions – Monthly Gen. Operating – Bank Reconciliation FNB – Gen. Operating July 2010 - May 2011 FY2011	2011	1.5.5.506(1)	2018-8	
Finance	Payment Invoice Files Credit Card Receipts July 2010 – June 2011 FY 2011	2011	1.5.5.294	2018-9	
Engineering	PW – Capital Project Files: - ENG-99-022 Appraisal of Temp. Staging Area Easement – Anderson property 12/2002 - ENG-99-022 Appraisal of Temp. Const. Easement – Anderson property 12/2002 - ENG-99-022 Misc. letters, print screens, COE Proj. EN0226 2006-2007 - ENG-99-022 Corps & COA Agmt. For Flood Control Proj. EN0226 7/1999 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Tract 112E 2004-2005 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Tract 115E 1999-2001 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Tract 116E 1999-2002	1999-2007	1.19.8.109(1)	2018-10	
Engineering (cont)		1999-2007	1.19.8.109(1)	2018-10	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

Engineering (cont.)	- ENG-99-022 Flood Control (COE) Claims for Credit in Kind Farr Tract 2 2002 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind McKinley Basin 2001 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind South Channel 2001 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Anderson Staging Area 2002-2003 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind N. Arnold Const. Easement 2002-2005 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Phase II Utility Relocation 2001-2006 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Phase II Washington Basin 2001-2007 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Phase I Utility Relo. 2001-2003 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Farr Tract I 2002-2003 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind Tract 117E 1999-2004 - ENG-99-022 Flood Control (COE) Claims for Credit in Kind COA Land Appraisal 2002-2007 - ENG-99-022 1.90 Acre Acquisition of Overstreet & Green Trust COE Tract #106E by Mesilla Valley Appr. Services 6/2006 - ENG-99-022 Flood Control (COE) In Kind Charges 1/2003 - ENG-99-022 Flood Control (COE) In Kind Charges (0222502, 121101, 100801, 052309) 2001-2002 - ENG-99-022 ROW Flood Control Proj. Overstreet/Green 2006-2007 - ENG-99-022 Flood control COA Land Appraisals – Pay Requests 2003-2007 - ENG-99-027 Lining & Covering East Raw Water Reservoir – Pics & Misc. 1999 - ENG-99-027 Lining & Covering East Raw Water Reservoir – Payroll 1999 - ENG-99-027 Lining & Covering East Raw Water Reservoir – Testing 1999 - ENG-99-027 Lining & Covering East Raw Water Reservoir – Accounting File 1999 - ENG-99-027 Lining & Covering East Raw Water Reservoir – Contract 1999 - ENG-2000-003 Scenic Dr. North Improvement 2001-2002 - ENG-2000-007 Indian Wells Rd. Extension to relief Rte. 2001-2007	1.19.8.109(1)		2018-10	
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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

	- ENG-2000-007 Environmental Assess. Indian Wells Rd/Canal St. Extension Proj. 12/2001 - ENG-2000-007 Envir. Agmt. & Misc. Docs 205 N. White Sands Blvd – Chevron Bldg. 2001-2007 - ENG-2000-008 First St. Ext. to Relief Rte. 2001-2002 - ENG-2000-008 First St. Ext. to Relief Rte – Engineer's File 2001-2002 - ENG-2000-009 South Florida Ave. Drainage Improvements – Accounting File 2001-2002 - Cultural Resource Survey for Indian Wells/Canal St. Alignment Study & W. First St. Design Proj. by Brinkerhoff 7/2001				
Engineering	PW: Capital Project Files - ENG-2000-012 CDBG Gas Service Lines-Accounting file 2000-2001 - ENG-2000-012 CDBG Gas Service Lines-Correspondence 2000-2001 - ENG-2000-012 CDBG Gas Service Lines-Originals 2000-2001 - ENG-2000-012 CDBG Gas Service Lines-Payroll 2000-2001 - ENG-2000-012 CDBG Gas Service Lines-Submittals 2000-2001 - ENG-2000-027 Effluent Study 2000-2001 - ENG-2000-027 Reclaimed Water Supply System Analysis & Improvements recommendation by Boyle (draft) 9/2001 - ENG 2001-003 Abbot Ditch Improvements-Rebid Accounting file 2001-2002 - ENG 2001-003 Abbott Ditch Improvements-Rebid Originals 2001-2002 - ENG 2001-003 Abbott Ditch improvements-Rebid Correspondence 2001-2002 - ENG 2001-003 Abbott Ditch Drainage Analysis by Corbin 3/2001 - ENG 2001-003 Technical Specs for Abbott Ditch Improvements by Corbin 2001 - ENG 2001-003 Abbott Ditch Drainage Improvements – Inspector Daily Rpts. & Testing 2001-2002 - ENG 2001-003 Abbott Ditch Drainage Improvements–Correspondence 2001-2002 - ENG 2001-003 Abbott Ditch Drainage Improvements – Originals 2001-2002 - ENG 2001-003 Abbott Ditch Drainage improvements – Accounting file 2001-2002 - ENG 2001-004 New Library – Accounting & Correspondence file 2001-2007 - ENG 2001-004 Alamo Public Library Bldg.	2000-2007	1.19.8.109(0)	2018-11	
Engineering (cont.)		2000-2007	1.19.8.109(1)	2018-11	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

	- program 1/2002 - ENG 2001-004 Public Opin. Study 3/2002 - ENG 2001-005 Airport Land Acquisition 2001-2005 - ENG 2001-006 S. Florida Ave. Improvements – PW Inspector DR's & Misc. 2004-2005 - ENG 2001-006 S. Florida improvements – Rebid Correspondence 2005 - ENG 2001-006 S. Florida Improvements – Rebid original 2004 - ENG 2001-006 S. Florida Improvements – Rebid Payroll 2004 - ENG 2001-006 S. Florida Improvements – Rebid Accounting file 2003-2005 - ENG 2001-009 S. Florida Reconstruction Accounting file 2006-2007 - ENG 2001-00					
0	Municipal Court	Money Transaction Reports & Non-DUI & Non-Domestic Violence Criminal Case Files (Traffic, Criminal, Payment Agreements, Community Service)	2013	1.19.9.101 1.19.9.103	2018-12	
1	Finance	Receipts – Unused (Bonito Lake) (UB)	2013	1.15.5.203	2018-19	
2	Finance	Receipts – Unused (Bonito Lake) (UB)	2013	1.15.5.203	2018-20	
3	Finance	Revenue Reports	2014	1.19.8.557	2018-51	
4	Finance	Contract / Agreements	2011	1.15.5.305	2018-72	
5	Personnel	Closed WC files CY2000-2004 & FY2005-2007 (detailed list with RSI form)	2007	1.15.3.205(1)	2018-73	
6	Finance	Internal Audits 7/2011 – 6/2012	2012	1.15.3.148	2018-74	
7	Finance	Internal Audits 7/2011 – 6/2012	2012	1.15.3.148	2018-75	
8	Finance	PHA GRT/CRS Rpts., Postage machine use rpts., NM Taxation payments July 2010-June 2011	2011	1.15.5.204	2018-76	
9	Finance	Revenue Rpts. July 2013-June 2014 Cemetery, Franchise tax, Ledgers tax, Fuel property, motorvehicle taxes, CRS, GRT, postage allocations	2014	1.15.5.206	2018-77	
0	Finance	Budget Workpapers FY13-FY14	2014	1.15.5.101	2018-78	
1	Finance	Fixed Assets – Inventory of Fixed Assets July 2008-June 2011	2011	1.15.5.509	2018-79	
2	Muni Court	Money Transaction rpts/Non-DUI & non-domestic violence/daily end of day rpts Jan 2013-July 2013	2014	1.19.9.101 1.19.9.103	2018-80	
3	Muni Court	Money Transaction rpts/Non-DUI & non-domestic violence/daily end of day rpts/End of year rpts August 2013-December 2013	2014	1.19.9.101 1.19.9.103	2018-81	

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NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

74	Code Enforcement	Notification of Violations Jan 2012-Dec 2012 Streets Valencia to PC#'s & Call Log	2012	1.15.3.501	2018-82	
5	Code Enforcement	Notification of Violations Jan 2012 – Dec 2012 Streets Abbott – Cuba	2012	1.15.3.501	2018-83	
26	Code Enforcement	Notification of Violations Jan 2012 – Dec 2012 Streets Lackland – Pecan	2012	1.15.3.501	2018-84	
17	Code Enforcement	Notification of Violations Jan 2012 – Dec 2012 Streets Pinon – Ute	2012	1.15.3.501	2018-85	
18	Code Enforcement	Notification of Violations Jan 2012 – Dec 2012 Streets Delaware – Kerry	2012	1.15.3.501	2018-86	
29	Legal	Closed Muni Court Case files 2007 Lu-P	2007	1.15.3.401(1)	2018-87	
0	Legal	Closed Muni Court Case files 2007 G-Love	2007	1.15.3.401(1)	2018-88	
1	Legal	Closed Muni court Case files 2007 A-Clay	2007	1.15.3.401(1)	2018-89	
2	Legal	Closed Muni Court Case files 2007 Q-S	2007	1.15.3.401(1)	2018-90	
3	Legal	Closed Muni Court Case Files 2007 Co-Gi	2007	1.15.3.401(1)	2018-91	
4	Legal	Closed Muni Court Case Files 2007 T-Z	2007	1.15.3.401(1)	2018-92	
5	ASC	Cash Rpts./Gen. Correspondence/phone msgs/MOW documents 7/2012-12/2013	2014	1.19.8.941(2) 1.15.3.132 1.15.3.135 1.15.5.207	2018-117	
6	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File Dec 2013 – Jan 2014	2014	1.19.9.101 1.19.9.103	2018-118	
7	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File June 2014	2014	1.19.9.101 1.19.9.103	2018-119	
8	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File 2010 & Aug 2013-Sept 2013 Alpha.	2014	1.19.9.101 1.19.9.103	2018-120	
9	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File Sept 2013-Dec 2013	2014	1.19.9.101 1.19.9.103	2018-121	
0	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File March 2014-April 2014 Alpha	2014	1.19.9.101 1.19.9.103	2018-122	
7	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File April 2014-May 2014	2014	1.19.9.101 1.19.9.103	2018-123	
12	Finance	Payroll – Payroll Warrants (Check Stubs) July 2010-Dec 2010	2011	1.15.5.407(1)	2018-124	
13	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File Aug 2013-Sept 2013	2014	1.19.9.101 1.19.9.103	2018-125	
14	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File Dec 2013-Feb 2014	2014	1.19.9.101 1.19.9.103	2018-126	
5	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File Jan 2014-March 2014	2014	1.19.9.101 1.19.9.103	2018-127	

CITY OF ALAMOGORDO, NEW MEXICO

Office of the City Clerk
 1376 E. Ninth Street, Alamogordo, NM 88310
 (575) 439-4205 (575) 439-4396 fax
 rhughes@ci.alamogordo.nm.us

2018

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

16	Muni Court	Money Transaction rpts/Non-DUI & Non-Domestic Violence Criminal Case File July 2013-Nov 2013	2014	1.19.9.101 1.19.9.103	2018-128	
17	City Clerk	Admin. Correspondence Files Clerk/Commission 2009-2014	2014	1.15.3.108	2018-129	
18	City Clerk	Admin. Correspondence Files Clerk/C.Manager/Commission/Mayor 2010-2014	2014	1.15.3.108	2018-130	
19	City Clerk	Admin. Correspondence Files County Commission/Town Hall Mtgs/Mayor/Clerk 2003-2014 C.Manager/Clerk 2010-2014	2014	1.15.3.108	2018-131	
20	Streets & Drainage	Blankets, PD's, phone log	July 2013- June 2014	1.15.5.302 1.15.3.132	2018-161	
21	Community Services-AFRC	Recreation Program File Jan 2013 – Feb 2016	2016	1.19.8.652	2018-180	
22	Community Services-AFRC	Recreation Program File Jan 2007- Dec 2015	2016	1.19.8.652	2018-181	
23	Personnel	Rejected Applications (Jan. – Dec. 2014) Community Services Rec. Center Senior Center Zoo PHA Municipal Court	2014	1.15.7.102	2018-182	
24	Finance	Cash reports, daily; Jul & Aug 2013 – FY 2014	2014	1.15.5.207(1)	2018-183	
25	Finance	Cash Reports, daily; Feb 2014 – Mar 15, 2014 – FY 2014	2014	1.15.5.207(1)	2018-184	
26	Finance	Cash Reports, Daily; Dec 23, 2013 – Jan 2014 – FY 2014	2014	1.15.5.207(1)	2018-185	
27	Finance	Cash Reports, Daily; Nov & Dec 20, 2013 – FY 2014	2014	1.15.5.207(1)	2018-186	
28	Finance	Cash Reports, Daily; Mar 16, 2014 – Apr 2014 – FY 2014	2014	1.15.5.207(1)	2018-187	
29	Finance	Cash Reports, Daily; May 1, 2014 – May 31, 2014 – FY 2014	2014	1.15.5.207(1)	2018-188	
30	Finance	Cash Reports, Daily; Sep & Oct 2013 – FY 2014	2014	1.15.5.207(1)	2018-189	
31	Personnel	Rejected Applications (Jan. – Dec 2014) APD: Police Officer Recruitments One Year letters	2014	1.15.7.102	2018-190	
32	Personnel	Rejected Applications (Jan. – Dec 2014) APD: Lt. & Sgt Promotions Firefighter One Year letters (firefighters) Code Enforcement Officers	2014	1.15.7.102	2018-191	
33	Personnel	Rejected Applications (Jan. – Dec 2014) Public Works: Conv. Ctr, Facility Maint., Fleet, landfill, streets, Util. Const., Util. Maint., Water/wastewater APD: Animal Control, Admin., Dispatch One Year letters	2014	1.15.7.102	2018-192	

CITY OF ALAMOGORDO, NEW MEXICO

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 rhughes@ci.alamogordo.nm.us

2018

NOTIFICATION OF RECORDS DESTRUCTION

The following records have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

4 Personnel	Rejected Applications (Jan. – Dec 2014) Comm. Serv.: Golf Course Library Parks Rec. Center (Aides, Asst, Cashier)	2014	1.15.7.102	2018-193	
5 Personnel	Rejected Applications (Jan. – Dec 2014) City Atty City Clerk Engineering Finance Comm. Svcs: Airport, Purchasing, Civic Center	2014	1.15.7.102	2018-194	
6 ASC	MOW's – donations, Reconciliations and Balancing, Assistance Nutrition; Oct 2015 – Dec 2015 - mows temps, cold and hot. Sep 2015 – Nov 2015	2015	1.21.2.306 1.21.2.331 1.21.2.815	2018-195	
7 ASC	MOW's – Donations, Reconciliations and Balancing, Assistance Nutrition; Oct 2014 – Jan 2015	2014-2015	1.21.2.306 1.21.2.331 1.21.2.815	2018-196	
8 ASC	MOW's – Donations, Reconciliations and Balancing, Assistance Nutrition; July-Sep 2015	2015	1.21.2.306 1.21.2.331 1.21.2.815	2018-197	
9 ASC	MOW's – Donations, Reconciliations and Balancing, Assistance Nutrition; Route Sheets, Donations, Sign in Sheets; June 2015 – Oct 2015	2015	1.21.2.306 1.21.2.331 1.21.2.815	2018-198	
10 ASC	MOW's – Inventories, Vendor Mgmt, Assistance Nutrition; Nov 10, 2008 – Dec 30, 2015	2015	1.21.2.317 1.21.2.347 1.21.2.815	2018-199	
11 ASC	MOW's – Donations, Reconciliations and Balancing, Assistance Nutrition; MOW's Route Sheets, Cong Sign in, Guest, Staff logs, Monthly donation sheets, monthly reports to Santa Fe; Feb 2014 – May 2015	2014-2015	1.21.2.306 1.21.2.331 1.21.2.815	2018-200	
2 Clerk	Public Records Requests (Box 1 of 2) January through December 2016 Folder log numbers 16-001 through 16-138	2016	1.21.2.519	2018-201	
3 Clerk	Public Records Requests (Box 2 of 2) January through December 2016 Folders log number 16-139 through 16-216	2016	1.21.2.519	2018-202	

CITY OF ALAMOGORDO, NEW MEXICO
 Alamogordo Police Department
 700 Virginia Avenue, Alamogordo, NM 88310
 (575) 439-4000 (575) 439-4320 fax

2017

NOTIFICATION OF RECORDS DESTRUCTION

The following records stored at the Alamogordo Police Department have been identified as eligible for destruction according to the Records Retention and Disposition Schedule:

DEPT WHERE RECORD ORIGINATED	DESCRIPTION OF RECORD	DATE OF RECORD	ITEM NO. AUTHORIZING DESTRUCTION	ARCHIVE BOX NUMBER	DESTROY DATE
Police Dept (Admin)	Pawn sheets	2001-2006	1.19.8.827	PD-1	
Police Dept (Admin)	Pawn sheets	2007-2011	1.19.8.827	PD-2	
Police Dept (Admin)	Budget Revisions	2010-2011	1.15.5.104	PD-3	
	Purchase Orders	2010-2011	1.15.5.303		
	Invoices	2010-2011	1.15.5.202		
	Check Requests	2010-2011	1.15.5.204		
	Packing Slips	2010-2011	1.15.5.203		
	Central Receiving Receipts	2010-2011	1.15.5.203		
Police Dept (Admin)	Budget Revisions	2009-2010	1.15.5.104	PD-4	
	Purchase Orders	2009-2010	1.15.5.303		
	Invoices	2009-2010	1.15.5.202		
	Check Requests	2009-2010	1.15.5.204		
	Packing Slips	2009-2010	1.15.5.203		
	Central Receiving Receipts	2009-2010	1.15.5.203		
Police Dept (Admin)	Pawn sheets	2007-2008	1.19.8.827	PD-5	
Police Dept (Admin)	Pawn sheets	2003-2004	1.19.8.827	PD-6	
Police Dept (Admin)	Budget Revisions	2008-2009	1.15.5.104	PD-7	
	Purchase Orders	2008-2009	1.15.5.303		
	Invoices	2008-2009	1.15.5.202		
	Check Requests	2008-2009	1.15.5.204		
	Packing Slips	2008-2009	1.15.5.203		
	Central Receiving Receipts	2008-2009	1.15.5.203		
Police Dept (Admin)	Budget Revisions	2007-2008	1.15.5.104	PD-8	
	Purchase Orders	2007-2008	1.15.5.303		
	Invoices	2007-2008	1.15.5.202		
	Check Requests	2007-2008	1.15.5.204		
	Packing Slips	2007-2008	1.15.5.203		
	Central Receiving Receipts	2007-2008	1.15.5.203		
Police Dept (Admin)	Budget Revisions	2006-2007	1.15.5.104	PD-9	
	Purchase Orders	2006-2007	1.15.5.303		
	Invoices	2006-2007	1.15.5.202		
	Check Requests	2006-2007	1.15.5.204		
	Packing Slips	2006-2007	1.15.5.203		
	Central Receiving Receipts	2006-2007	1.15.5.203		
Police Dept (Admin)	Budget Revisions	2001-2012	1.15.5.104	PD-10	
	Purchase Orders	2001-2012	1.15.5.303		
	Invoices	2001-2012	1.15.5.202		
	Check Requests	2001-2012	1.15.5.204		

	Packing Slips	2001-2012	1.15.5.203		
	Central Receiving Receipts	2001-2012	1.15.5.203		
Police Dept (Admin)	Budget Revisions	2012-2013	1.15.5.104	PD-11	
	Purchase Orders	2012-2013	1.15.5.303		
	Invoices	2012-2013	1.15.5.202		
	Check Requests	2012-2013	1.15.5.204		
	Packing Slips	2012-2013	1.15.5.203		
	Central Receiving Receipts	2012-2013	1.15.5.203		
Police Dept (Admin)	Budget Revisions	2013-2014	1.15.5.104	PD-12	
	Purchase Orders	2013-2014	1.15.5.303		
	Invoices	2013-2014	1.15.5.202		
	Check Requests	2013-2014	1.15.5.204		
	Packing Slips	2013-2014	1.15.5.203		
	Central Receiving Receipts	2013-2014	1.15.5.203		
Police Dept (Admin)	Travel Forms	2011-2012	1.15.5.314	PD-13	
			1.15.5.303		
Police Dept (Admin)	Exception Reports	2013	1.15.7.105	PD-14	
Police Dept (Admin)	Pawn sheets	2001-2002	1.19.8.827	PD-15	
Police Dept (Admin)	Pawn sheets	2005-2006	1.19.8.827	PD-16	



Total Destruction, LLC
2600 Kelley Ave.
Alamogordo, NM 88310

RECEIVED
OCT 03 2018
CITY CLERK

Estimate / Quote

Date	Estimate #
9/21/2018	15

Name / Address
City of Alamogordo Clerks Office Rachel Hughs



Unless specified in the description, all materials are destroyed by methods CERTIFIED by the National Association for Information Destruction. All methods are HIPAA Compliant.

			Project
Description	Qty	Rate	Total
NAID AAA Certified On-Site destruction of documents Legal/Letter boxes (12x15x10) This price agreement includes our team of professionals shredding all documents at your site, breaking down all the cardboard boxes and removing them from your location. We strive to leave your facility clean!	244	5.50	1,342.00T

Thank you for your consideration!!!

Subtotal \$1,342.00

Have a quote that beats this one? Send it to us. We will try to beat it by 10%

Sales Tax (8.0%) \$107.36

I approve this quote and have the authority to order/request services.

Total \$1,449.36

NAME: _____

POSITION: _____

DATE: _____ PO# (optional) _____

Acceptance Signature _____

Phone #	Fax #	E-mail	Web Site
575-434-1066	575-415-3444	totaldestructioninc@yahoo.com	www.totaldestructioninc.com



This quote is confidential and may not be shared with any other entity.

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/04/2018

Report No: 7.

Submitted By: Mark Threadgill

Subject: Consider and act upon a City side Leak Abatement request for Salvadore Gutierrez, 1101 Brooks Ave., in the amount of \$2,661.38. *(Mark Threadgill, Customer Service Manager)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Staff recommends approval.

Background: The customer suffered a leak on City maintained equipment . The leak was temporarily repaired by Utility Maintenance. The request meets all of the requirements of the Leak Abatement Policy, however, the calculated amount of \$2,661.38 exceeds the maximum amount of \$2,500 that can be approved by staff.

**CITY OF ALAMOGORDO
UTILITY BILLING DEPARTMENT
FULL LEAK ADJUSTMENT WORKSHEET**

DATE: September 17, 2018

Customer ID	Location ID	Cycle/Route	Comm/Res
107403	11968	4/50	Resi

Customer Name:

GUTIERREZ, SALVADOR E

Billing Date:

8/15/2018

Service Address:

1101 BROOKS AVE

Billing Period:

6/30/18-7/30/18

Average Consumption: 397

Average Bill: \$20.65

Actual Billed Consumption: 35112

Actual Bill Amount: \$2,555.30

Total Billed:	\$2,555.30
Minus Average	\$20.65
Water Adjustment	\$2,534.65
Sewer Adjustment	\$0.00
Tax on Adjusted	\$126.73
Total Adjusted	\$2,661.38

Reason:

CITY LEAK CAUSED CONSUMPTION, PLEASE SEE ATTACHED WORK ORDER FROM UTILITY MAINTENANCE.

If you have any questions, please call Nichole Sierra @ ext 4261

Prepared by: Nichole Sierra

UB Approval: _____

THIS LEAK ABATEMENT REQUIRES CITY COMMISSION APPROVAL

Finance Approval: _____

Charge Summary

Customer ID

Location ID

Cycle/route

Bill date .

Due date .

Type option

5=Display

Svc

Opt Type Ty

- WA RE

Opt

Svc

-

WA

-

WA

-

WA

-

WA

-

WA

Code Description

Amount

GR GARBAGE

14.97

SW SEWER

17.13

WA WATER

2555.30

TAXES

129.37

Total Actual Charges

2716.77

es

es :

2716.77

amt:

2716.77

Est Cmt

ter Number Cd Cd

327032

Rate Group S/W

AL/I/R

Bottom

AL/I/R

ENTER=Exit F8=Print F10=Reprint Bill

AL/I/R

F14=Send as EMAIL

AL/I/R

AL/I/R

F3=Exit F6=Date F9=Summary F10=Budget charges F11=Consumption F12=Cancel

7.59+

4.63+

3.29+

3.17+

3.81+

3.01+

3.42+

3.75+

3.96+

4.34+

2.83+

3.88+

397 X 1.45 = 5.75

13.90

1.00

20.65

012

47.68*+

47.68÷

12. =

3.97*+

UT470I07

CITY OF ALAMOGORDO, NEW MEXICO

9/12/18

Account History - Consumption and Actual Charges

10:19:23

Customer ID: 107403 Name: GUTIERREZ, SALVADOR E

Location ID: 11968 Addr: 1101 BROOKS AVE

Cycle/route . : 04 50 Bill type . : CYCLE BILL

Bill date . . : 8/15/18 Prev balance: .00 Charges : 2716.77

Due date . . : 8/30/18 Adj/Pmts . : .00 Bill amt: 2716.77

Type options, press Enter.

5=Display

	Svc	Reading	Actual	Demand		Est	Cmt
Opt	Type	Type	Date	Consumption	Consumption Days	Meter Number	Cd Cd
—	WA	REG	7/30/18	35112.00	.00 30	00327032	

Opt	Svc	Comp	Description	Billed Consumption	Amount	Rate Group	S/W
—	GT		GOV GROSS RECPTS TAX	.00	129.37	AL/I/R	
—	GR		GARBAGE	.00	14.97	AL/I/R	
—	SW	BASE	BASE RATE	.00	13.60	AL/I/R	
—	SW	CONS	CONSUMPTION CHARGES	307.00	3.53	AL/I/R	
—	WA	BASE	BASE RATE	.00	13.90	AL/I/R	
—	WA	CON1	TIER 1	1500.00	21.75	AL/I/R	+

F3=Exit F6=Date F9=Summary F10=Budget charges F11=Consumption F12=Cancel

UT470I07

CITY OF ALAMOGORDO, NEW MEXICO

9/12/18

Account History - Consumption and Actual Charges

10:19:23

Customer ID: 107403 Name: GUTIERREZ, SALVADOR E

Location ID: 11968 Addr: 1101 BROOKS AVE

Cycle/route . : 04 50 Bill type . : CYCLE BILL

Bill date . . : 8/15/18 Prev balance: .00 Charges : 2716.77

Due date . . : 8/30/18 Adj/Pmts . : .00 Bill amt: 2716.77

Type options, press Enter.

5=Display

	Svc	Reading	Actual	Demand		Est Cmt
Opt	Type	Type	Date	Consumption	Consumption Days	Meter Number Cd Cd
—	WA	REG	7/30/18	35112.00	.00 30	00327032

Opt	Svc	Comp	Description	Billed Consumption	Amount	Rate Group	S/W
—	WA	CON2	TIER 2	1500.00	35.25	AL/I/R	
—	WA	CON3	TIER 3	1000.00	36.50	AL/I/R	
—	WA	CON4	TIER 4	1000.00	53.00	AL/I/R	
—	WA	CON5	TIER 5	30112.00	2393.90	AL/I/R	
—	WA	CAP	CAPITAL SURCHARGE 81	.00	1.00	AL/I/R	

F3=Exit F6=Date F9=Summary F10=Budget charges F11=Consumption F12=Cancel

ZENNER | **Minol**
All that counts.**Stealth Reader**

Alamogordo, NM

Reading

☒ All Cycle

- ☐ Cycle01
- ☐ Cycle02
- ☐ Cycle03
- ☒ Cycle04
- ☐ Cycle05
- ☐ Cycle06
- ☐ Cycle07
- ☐ Cycle08
- ☐ Cycle09
- ☐ Cycle10
- ☐ Cycle11
- ☐ Cycle12
- ☐ Cycle13

Reading Report | Reading Detail | Profile Graph | Graph Options

Account#: 107403011968WA00CF
Name: GUTIERREZ, SALVADOR
Meter ID: 00327032
MIU SN: 2033614
Address: 1101 BROOKS AVE

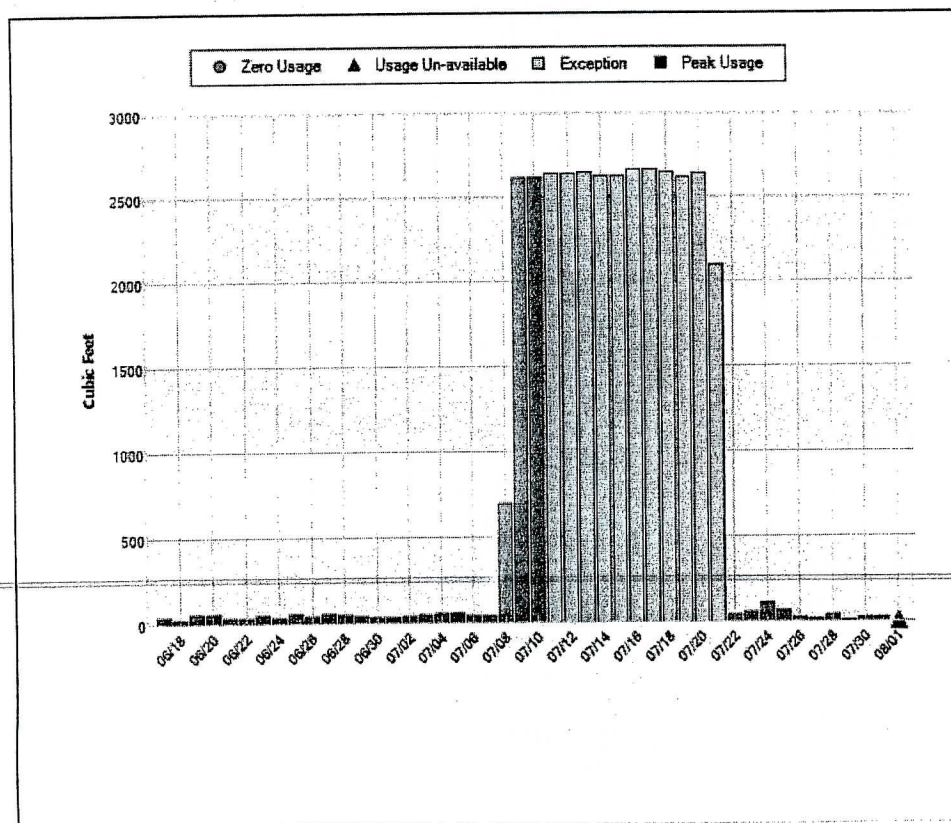
Utility: Alamogordo, NM
Cycle: 04
Route: 50
Sequence: 035800
City, State: Alamogordo, NM
Period: 6/17/2018 - 7/31/2018

Peak consumption of 2667 cubic feet occurred during the day of 07/17/18

Current Read: 47158 **Read Time:** 7/31/2018 12:00:00 AM
Graph Date: 9/5/2018 3:08:20 PM

 Begin Date 6/17/2018 00:00 **End Date** 07/31/18 23:59 **Agg. Level** Daily    

Now Displaying: 6/17/2018 12:00 AM - 7/31/2018 11:59 PM



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Stealth Reader 1.2.10

[Terms of Use](#)

DEPARTMENT OF PUBLIC UTILITIES

Utility Maintenance Work Order

WO #

Address:

1101 Brooks

Date:

7/24/18

Called by / Per:

President

Phone:

415-15108

Nature of Problem	Code	Crew	Date	Comments
Water Main Break	001			Size:
Water Break Service	01			Size:
Leak in Meter Can	02	1793	7-25-18	Riser Leaking
Line Locate	03			behind the nut put
Curb Stop / Riser	05			washer for TCM fix
Replace Meter	06			Size: Brand:
Install Meter	07			
Meter Can	08			
Valve Box	10			
Cement Prep	39			
Cement Pour	11			
Pull Forms	30			
Welder Assistance	12			
Saw Cut	14			
Sink Hole	15			
Barricade	16			
Pressure Check	17			
Water Quality	18			
Backfill / Excavation	19			
Water On/Off	20			
Valve Exercise	21			
Valve Install	22			Size:
Repair Sewer Main	23			Size:
Miscellaneous	24			
Relocate Meter	27			
Camel Truck	28			
Replace Service Line	29			Size:
Exposure	31			
Wet Tap	32			
Hydrant Repair	33			
Install Hydrant	34			
Manhole Ring / Lid	36			
Replace Meter Lid	37			
Vermeer/Pothole	38			
New Mexico One Call 811 From Cell Phone or 1-800-321-2537 I. D. # 434-4244				
CONFIRMATION # Riser Need to Be Replace				
City Leak ☒ City Leak Caused Consumption Y ☒ N ☐ Customer Leak ☐ Cust Notified Y ☐ N ☐				

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/03/2018

Report No: 8.

Submitted By: Mark Threadgill

Subject: Consider, and act upon, Leak Abatement for 1312 New York Ave. (*Rebecca Swallows, Property Owner*)

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Deny the Request

Background: Ms. Swallows is requesting a second leak abatement for the property located at 1312 New York Ave.

Ms. Swallows received a leak abatement of \$281.36 on 06/21/18 for the billing period 04/04/18-05/02/18.

Ms. Swallows applied for a second leak abatement on 09/24/18 which was denied per City of Alamogordo Leak Abatement Policy Section B(1)(b) - "The City of Alamogordo will allow only one customer side leak abatement per calendar year to be adjusted."

Had Ms. Swallows not been approved for a previous leak abatement this calendar year her utility bill dated 09/18/18 would be eligible for a leak abatement of approximately \$304.00.



RECEIVED
OCT 02 2018
CITY CLERK

City of Alamogordo City Commission Meeting

AGENDA REQUEST FORM

Date: Oct. 2, 2018

Request Date
of Meeting:

Oct. 9, 2018

Name:

Rebecca Swallows

Address:

204 ST. Francis Dr.

Tularosa, NM ZIP 88352

Phone Number:

575-921-5502

E-Mail Address:

rebecca.swallows@yahoo.com

Item requested will be for: (Please check one)

☒ Information only

☐ Presentation

Brief description of topic to be discussed:

Please attach one original of any documents pertaining to the topic -

We do not allow handouts at the meeting

need second abatement for 1312 NY as
original leak didn't fully get repaired and I
wasn't aware of it until Aug. 2018 billing when
I had second plumber repair leak ~~fully~~ fully

Signature: Rebecca Swallows

Please return to:

Rachel Hughes, City Clerk
City of Alamogordo
1376 E. 9th Street
Alamogordo, NM 88310

Phone: (575) 439-4205

Fax: (575) 439-4396

E-mail: rhughes@ci.alamogordo.nm.us

Revised 10/13/2017

Date 8-25-18
 To: Rob Abelardo Espinoza

Address _____

Reg. No.	Clerk	Account Forward		
1	Receipt from			
2				
3	Rebeca Swallow			
4				
5	\$150.00 (cash) to			
6				
7	repair line from			
8				
9	cooler to source			
10				
11	1312 N			
12	parts and labor			
13				
14	Amount paid 77			
15				

35 Your Account Stated to Date - If Error is Found, Return at Once

Bourboun Plumbing, LLC



mailed 5/1/18

575.430.9815 • bourbounplumbingco@hotmail.com
 #30 San Pedro Dr. • Alamogordo, NM 88310
 NM Lic# 388571

Friday

Rebecca Stalham

1312 New York

Alamogordo NM 88310

INVOICE

2692

DATE	Cash	Check #	Charge	On Acct.	P.O. #
4/28/18					Billed
Description					Amount
Leak under slab of the planter					120
The helper (about 3.5)					150
material					21
Pd ch.					
primmer due @ home service					
					331
Tax					210
TOTAL					457

All claims and returned goods MUST be accompanied by this invoice.

Received By _____

✓ 63

CITY OF ALAMOGORDO, NEW MEXICO

*** CUSTOMER RECEIPT ***

Oper: SREYES Type: OC Drawer: 1
Date: 9/24/18 01 Receipt no: 30037

Customer	Location Name	Amount
88367	14796 SWALLOWS, REBECCA	
UP	UTILITY PAYMENT	

\$110.00

Remaining balance: \$512.51

Tender detail

CA CASH	\$120.00
Total tendered	\$120.00
Total payment	\$110.00
Change	\$10.00

Trans date: 9/24/18 Time: 11:44:03

THANK YOU AND HAVE A NICE DAY

For a list of items accepted visit their web page at
<http://ci.alamogordo.nm.us/coa/publicworks/convenience.htm>
 or call (575) 439-4109 .



Alamogordo, NM

- ☐ All Cycle
- ☐ Cycle01
- ☐ Cycle02
- ☐ Cycle03
- ☐ Cycle04
- ☐ Cycle05
- ☐ Cycle06
- ☒ Cycle07
- ☐ Cycle08
- ☐ Cycle09
- ☐ Cycle10
- ☐ Cycle11
- ☐ Cycle12
- ☐ Cycle13

Reading

Reading Report Reading Detail Profile Graph Graph Options

Account#: 088367014796WA00CF
Name: SWALLOWS, REBECCA
Meter ID: 00624491
MIU SN: 2040827
Address: 1312 N NEW YORK AVE

Utility: Alamogordo, NM
Cycle: 07
Route: 30
Sequence: 008400
City, State: Alamogordo, NM
Period: 7/19/2018 - 9/1/2018

Peak consumption of 592 cubic feet occurred during the day of 08/24/18

Current Read: 78992 Read Time: 8/31/2018 12:00:00 AM
Graph Date: 8/31/2018 3:36:54 PM

Align To Billing

Begin Date

7/19/2018 00:00

End Date

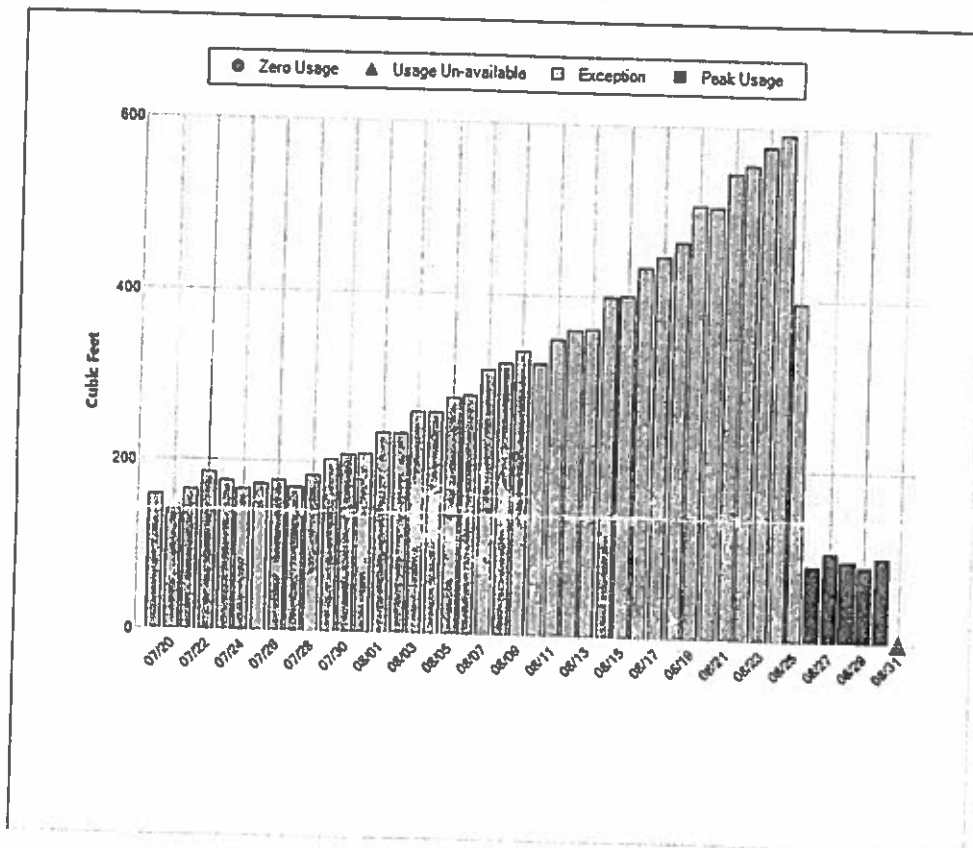
9/1/2018 01:00

Agg. Level Daily

Refresh Graph



Now Displaying: 7/19/2018 12:00 AM - 9/1/2018 1:00 AM



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Stealth Reader 1.2.10

[Terms of Use](#)

Customer Name		Service Address		Meter Size	Account Number	Due Date	Last Payment		
							Date	Amount	
REBECCA SWALLOWS		1312 N NEW YORK AVE		075	88367-14796	09/05/2018	07/30/2018	161.12	
BILLING DATE	08/21/2018	SERVICE PROVIDED FROM	07/05/2018	TO	08/05/2018	DAYS THIS BILLING	31	CYCLE ROUTE	07-30
DESCRIPTION		PREVIOUS READING	PRESENT READING	CLS	USAGE		CHARGES	SUBTOTAL	
					Cubic feet	Gallons			
WA BASE RATE		64991	70038	R			13.90		
WA Total Consumption					5047	37754			
WA CAPITAL SURCHARGE 81					0	0	1.00		
WA TIER 1					1500	11221	21.75		
WA TIER 2					1500	11221	35.25		
WA TIER 3					1000	7481	36.50		
WA TIER 4					1000	7481	53.00		
WA TIER 5					47	352	3.74		
WA Service Total									
SW BASE RATE					0	0	13.60	165.14	
SW CONSUMPTION CHARGES					588	4399	6.76		
SW Service Total									
GR GARBAGE							59.88	20.36	
GOV GROSS RECPTS TAX							12.27	59.88	
								12.27	
Total Current Charges								257.65	
Past Due Amount (Previous Balance)								0.00	
Total Amount Due								257.65	

334.48

****STAGE 1 WATER RATIONING****

Alamogordo Outdoor Watering Schedule

Outdoor watering schedule for STAGE 1 WATER RATIONING:

Odd numbered addresses (street number ends in 1, 3, 5, 7, 9)

May only water on: Wednesday & Sunday

Even numbered addresses (street number ends in 0, 2, 4, 6, 8)

May only water on: Tuesday, & Saturday

All outdoor watering must take place BEFORE 8 am or AFTER 8 pm

Outdoor watering is not permitted on Monday, Thursday & Friday.

Water Usage (gallons)

0	
0	

Alamogordo Collection Center Hours

Sunday through Saturday 8:00 a.m. – 5:00 p.m.

Closed on all City recognized holidays

For a list of items accepted visit their web page at

<http://ci.alamogordo.nm.us/coa/publicworks/convenience.htm>
or call (575) 439-4109.

City of Alamogordo
Utility Billing Division

Leak Abatement Request

Date of request: 9-24-18

I Rebecca Swallows, account number 88367-14796 had a water
leak at 1312 NY

Description/Cause of Leak: water line from cooler to house
under ground. Had it repaired in April only to find
out. Needed more repairs. All new line put in 8-20-18

The leak was repaired on 8-25-18 and I am requesting an adjustment on my
water bill. I have provided proof of repair; either an invoice from a plumber or receipts for parts
that were purchased and used to repair the leak.

I also understand that in order to qualify for an adjustment the water charges on the bill in question
must be at least \$125.00 over the average water charges on the monthly bill.

Rebecca Swallows
Customer's Name (print)

Rebecca Swallows
Customer's Signature

575-921-5502
Phone Number



Alamogordo, NM

Reading v

- ☐ All Cycle
- ☒ Cycle01
- ☐ Cycle02
- ☐ Cycle03
- ☐ Cycle04
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- ☐ Cycle10
- ☐ Cycle11
- ☐ Cycle12
- ☐ Cycle13

Reading Report Reading Detail Profile Graph Graph Options

Account#: 088367014796VA00CF
Name: SWALLOWS, REBECCA
Meter ID: 00624491
MIU SN: 2040927
Address: 1312 N NEW YORK AVE

Utility: Alamogordo, NM
Cycle: 07
Route: 30
Sequence: 008400
City, State: Alamogordo, NM
Period: 8/20/2018 - 10/3/2018

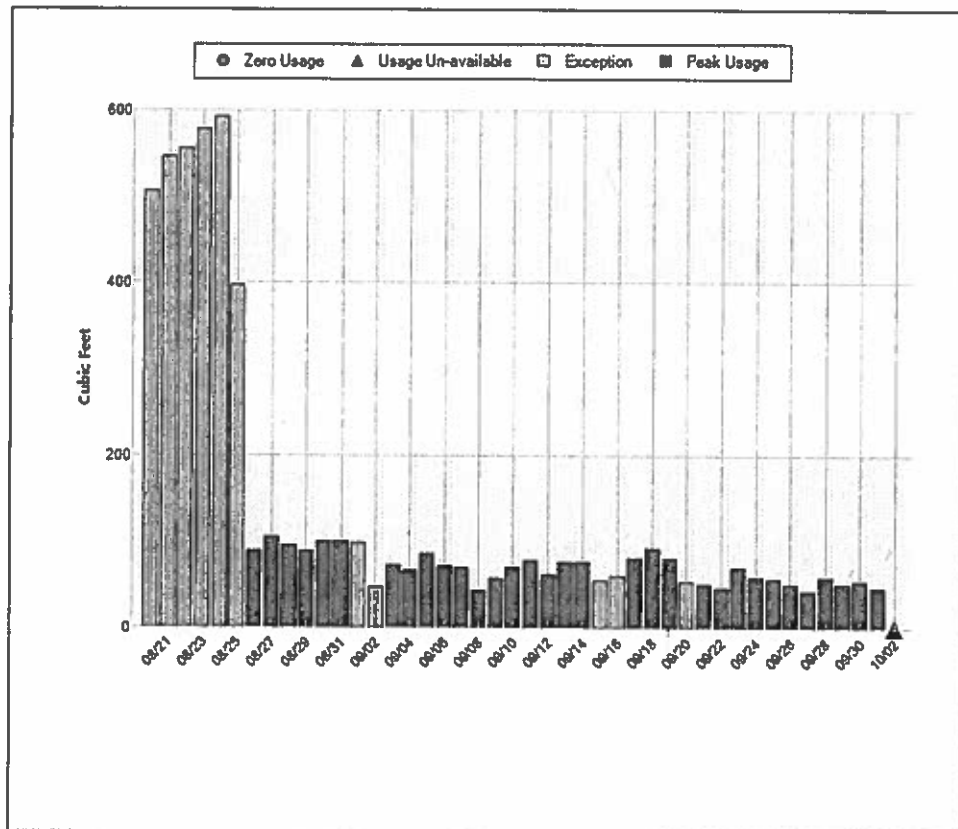
Peak consumption of 592 cubic feet occurred during the day of 08/24/18

Current Read: 81061 Read Time: 10/2/2018 12:00:00 AM
Graph Date: 10/2/2018 3:24:04 PM

Align To Billing Begin Date: 8/20/2018 00:00 End Date: 10/3/2018 01:00 Agg. Level: Daily Refresh Graph



Now Displaying: 8/20/2018 12:00 AM - 10/3/2018 1:00 AM



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Month	Precipitation (mm)
J (1997)	~15,000
A (1997)	~25,000
S (1997)	~25,000
O (1997)	~15,000
N (1997)	~10,000
D (1997)	~5,000
J (1998)	~5,000
F (1998)	~10,000
M (1998)	~5,000
A (1998)	~15,000
M (1998)	~75,000
J (1998)	~20,000

Alamogordo Collection Center Hours
Sunday through Saturday 8:00 a.m. – 5:00 p.m.
Closed on all City recognized holidays
For a list of items accepted visit their web page at
<http://ci.alamogordo.nm.us/coa/publicworks/convenience.htm>
or call (575) 439-4109 .



City of Alamogordo

June 21, 2018

Rebecca Swallows
204 St. Francis Dr.
Tularosa, NM 88352

RE: Account 88367-14796; 1312 N New York Ave.

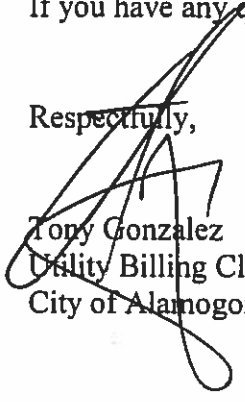
Dear Sir or Madam,

The amount approved for your leak abatement request is \$281.36.

Your account balance after the adjustment is \$257.30. Please submit payment for the balance due within 15 days of the date of this letter. You may also sign a payment agreement for the balance due by contacting our office.

If you have any questions, please contact our office at (575) 439-4260.

Respectfully,


Tony Gonzalez
Utility Billing Clerk
City of Alamogordo



City of Alamogordo

September 26, 2018

Rebecca Swallows
204 St Francis Dr
Tularosa, NM 88352

RE: Account 88367-14796

Dear Ms. Swallows,

In review of your account, we are unable to grant relief from the extraordinary water bill for September 18, 2018. Per policy, the City of Alamogordo will allow only one customer side leak per calendar year to be adjusted. Our records indicate that a leak adjustment was previously given on June 20, 2018.

Please submit payment for the balance due in the amount of \$512.51 within 15 days of the date of this letter. You may also sign a payment agreement for the balance due by contacting our office.

Respectfully,

Nichole Sierra

Nichole Sierra
Utility Billing Supervisor
City of Alamogordo
(575) 439-4260

City of Alamogordo
Utility Billing Department
1376 E. Ninth Street, Alamogordo, New Mexico 88310
Phone (575) 439-4260 Fax (575) 439-4282

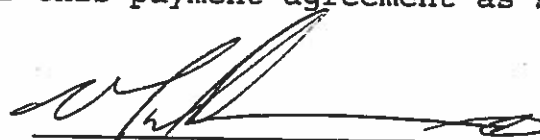
Customer/location ID . . : 88367-14796
Customer name : SWALLOWS, REBECCA
Service address : 1312 N NEW YORK AVE
Plan number : 118100001
Plan type/description . : OWNER/OWNER PAYMENT AGREEMENT
Plan status : Open
Plan amount : 512.51
Amount unpaid : 512.51
Open date : 10/02/18

Payment Date	Payment Amount	Amount Paid	Comments
10/02/18	100.00	.00	
11/07/18	68.75	.00	
12/07/18	68.75	.00	
1/07/19	68.75	.00	
2/07/19	68.75	.00	
3/07/19	68.75	.00	
4/08/19	68.76	.00	

The monthly payment arrangement must be paid by the payment due date each month. I understand that I will not be assessed a penalty on the payment plan amount but failure to comply with this agreement may result in cancellation of this agreement. I also understand if this agreement is cancelled for failure to comply, my property is subject to lien for the full amount owed on the account plus an administrative fee of \$200.00 unless otherwise stipulated.

I, the undersigned utility customer of the City of Alamogordo, do hereby agree to meet the terms of this payment agreement as stated above.

REBECCA SWALLOWS
Property Owner Name (Print)


Employee's Signature

Rebecca Swallows
Property Owner Signature
(contact fax)

Customer Service Manager
Title of Employee

525-921-5502
Telephone Number

10/2/18
Date

Oct. 9th 6:30

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/02/2018

Report No: 9.

Submitted By: Veronica Ortega, Katie Josselyn

Subject: Consider, and act upon, reducing previously approved capital project funding approved by Commission to accommodate the fraudulently intercepted payments the City of Alamogordo made to C.E.S. in June and July 2018. (*Katie Josselyn, Acting Finance Director and Veronica Ortega, Community Services Director*)

Fiscal Impact: (\$250,773)

Amount Budgeted: \$0.00

Fund: 032-6206410.6001/Parks Capital Outlay; 011-2400419.5772/Gen Fund Contingency; 094-0903434.5772/Landfill Contingency; 011-4104420.6570/APD Facility Improvements

Additional Fiscal Impact: Reduced funding from Commission approved capital outlay appropriated funds and other approved budget funds for services and unplanned expenses.

Recommendation: Recommend to approve reducing appropriated Capital Outlay and other operational funding in order to facilitate the repayment of \$250,773 for funds that were compromised and paid to CES for a Community Services Project, professional services for the Landfill and Municipal Court, and a project at the Alamogordo Police Department.

Background:

General Presentation

The City of Alamogordo fell victim to fraud while making electronic payments in June and July 2018 to Cooperative Educational Services (CES), a New Mexico purchasing group. The total funding lost was \$250,772.55. Staff is recommending reducing funding in several areas to accommodate the loss of this funding in the FY2019 budget.

Staff is working with the New Mexico Municipal League, the City's insurer, to file an insurance claim for said loss under the City's insurance policy, and possibly under Cooperative Educational Services insurance as well. Should this claim result in a recovery of any lost funds, insurance proceeds would be returned to the areas and projects affected by this loss. In the interim, staff is recommending the reduction of funding in several projects to assist in moving forward with the Playground Shade Structures and Kids Kingdom Rebuild projects currently in process.

Attached is funding information for this matter, including which areas lost funding and where the funding will come from to cover the City's loss. Community Services is proposing to reduce their Griggs Lighting project in the amount of \$225,039. The \$13,860 loss to Municipal Court for contract services will be funded

from the City Manager's contingency fund in Fund 011 (General Fund). The Landfill will cover their loss in the amount of \$9,141 for professional services from Fund 094 (Landfill Fund) contingency funds, and the Police Department will cover their \$2,733 loss for new flooring from their facility improvement funding in Fund 011 (General Fund).

New procedures have been implemented going forward to minimize the City's risk of this occurrence related to both electronic payments made by the City, as well as payments made by check through the mail.

Community Services Presentation

Consider and approve reducing the \$350,000 appropriated for Capital Outlay Lighting for Griggs Sports Complex/Field #6 Ballfield Lighting Project by \$225,000. This leaves a remaining balance of \$125,000.

Requesting that \$75,000 be used for replacement lighting throughout Hooser & Griggs Sports Complexes. Included in this amount would be the rental of a sky lift in order for Facility Maintenance to install the new lights and fixtures. Funds will also be used to replace electrical service panels that are a safety hazard throughout our parks system.

Please note that we do not have enough funding to upgrade to LED lighting. We will be purchasing the same lights that we currently use at the ballfields. The Griggs "A" youth field complex will be the only complex with new lighting. All lights coming off of this complex will then replace the broken lights at both adult fields at Griggs and Hooser per the attached map. Hooser "A" youth field will have new bulbs and realignment of lights with existing funds.

The remaining \$50,000 is requested to be utilized for a much-needed mower and tractor for the Parks Division.

C.E.S. PAYMENT - FRAUD (PAYMENTS MADE JUNE/JULY 2018)
BREAKDOWN OF LOST FUNDING
PRESENTATION TO COMMISSION 10/09/2018

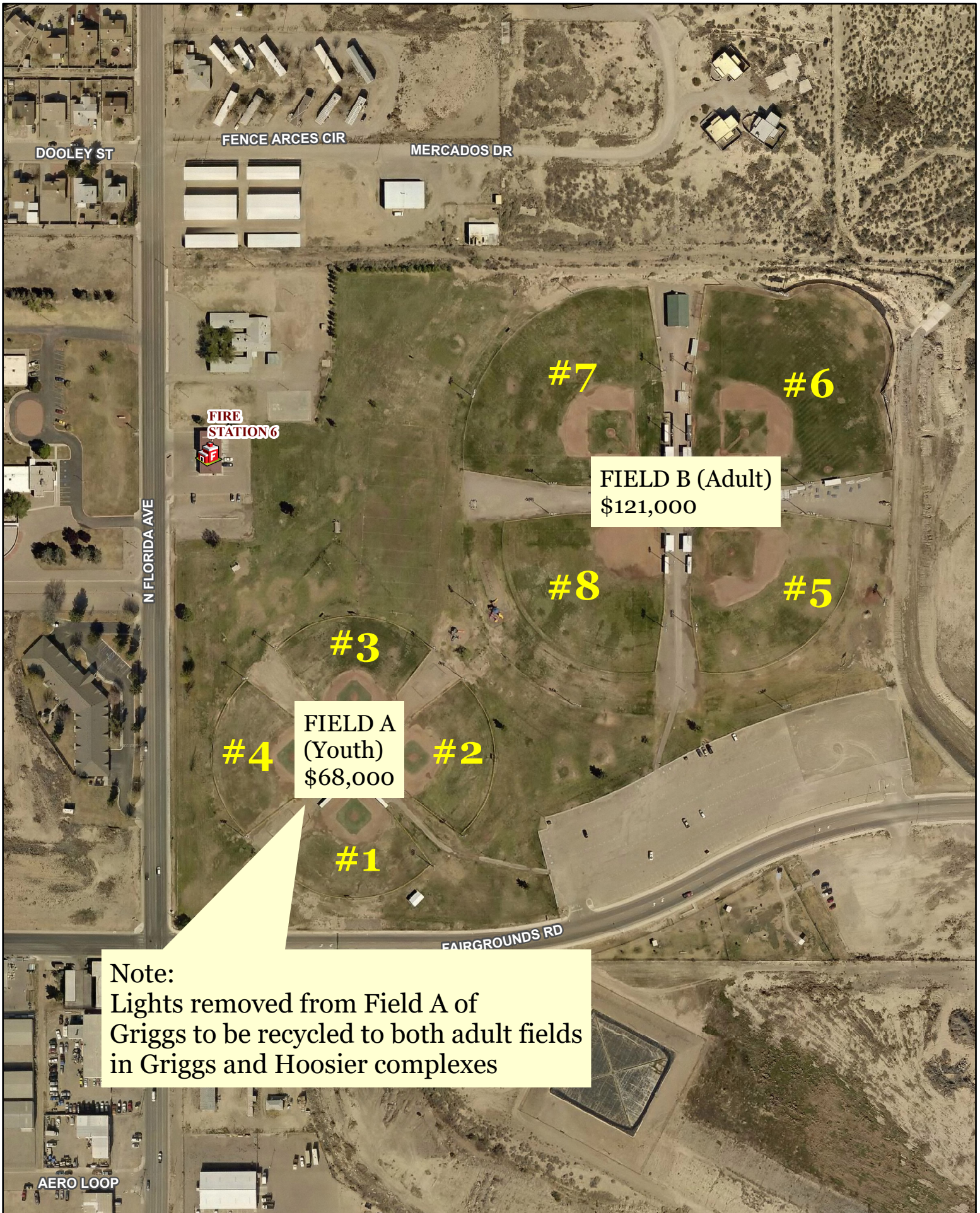
DEPARTMENT	PROJECT	PROJECT #	FUND	AMOUNT	RECOVERY FUNDS FROM:
Community Services	Playground Shade Structures	NB1810	119 - GRT REVENUE BOND	206,966.44	GRIGGS LIGHTING/032-6206410.6001
Community Services	Kids Kingdom Rebuild	NB1801	119 - GRT REVENUE BOND	18,072.72	GRIGGS LIGHTING/032-6206410.6001
Community Services Projects				\$225,039.16	
Municipal Court	Contract Services-Munoz		027 - MUNICIPAL COURT	13,859.10	GEN FUND CONTINGENCY/011-2400419.5772
Public Works-Landfill	Professional Services		094 - LANDFILL	9,141.00	LANDFILL CONTINGENCY/094-0903434.5772
Police Department	Floor Covering	EN1704	011 - GENERAL FUND	2,733.29	GEN FUND-POLICE/011-4104420.6570
Total Funding				\$250,772.55	



Document Path: T:\GIS\Shared\Tony\Map Requests\Parks\2018\BallFields\BallFields.aprx



Hoosier Sports Complex



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Griggs Sports Complex



Note:
Lights removed from Field A of
Griggs to be recycled to both adult fields
in Griggs and Hoosier complexes

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: 10/09/2018

Report Date: 10/05/2018

Report No: 10.

Submitted By: Brian Peete

Subject: Consider, and act upon, entering into a Memorandum of Understanding between Holloman Air Force Base (49th Security Forces Squadron) and the Alamogordo Police Department regarding explosive detection support. *(Brian Peete, Chief of Police)*

Fiscal Impact:

Amount Budgeted:

Fund:

Additional Fiscal Impact:

Recommendation: Approve

Background: The Memorandum of Understanding is between the 49th Security Forces Squadron (49 SFS) , New Mexico State Police (NMSP), Otero County Sheriff's Office (OCSO) and the Alamogordo Police Department (APD) on Emergency Military Working Dog Team (MWDT) Support.

The purpose of this MOU is to outline responsibilities and major actions required for use of 49 SFS MWDTs when responding to the NMSP, OCSO, and APD requests for emergency assistance. This MOU applies only to explosive detection support.

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

**49TH SECURITY FORCES SQUADRON (49 SFS)
NEW MEXICO STATE POLICE (NMSP)
OTERO COUNTY SHERIFF'S OFFICE (OCSO)**

AND

ALAMOGORDO POLICE DEPARTMENT (APD)

ON

EMERGENCY MILITARY WORKING DOG TEAM (MWDT) SUPPORT

1. PURPOSE: The purpose of this MOU is to outline responsibilities and major actions required for use of 49 SFS MWDTs when responding to the NMSP, OCSO, and APD requests for emergency assistance. This MOU applies only to explosive detection support.

2. AUTHORITY: Department of Defense Instruction (DoDI) 4000.19, *Interservice and Intragovernmental Support*; Department of Defense Directive (DoDD) 3025.18, *Defense Support of Civil Authorities*; DoDI 3025.21, *Defense Support of Civilian Law Enforcement Agencies*; Air Force Instruction (AFI) 25-201, *Support Agreements Procedures*; and AFI 31-121, *Military Working Dog Program*.

3. GENERAL:

a. **SCOPE:** This MOU provides guidance and documents understandings on aspects for general emergency support on the use of 49 SFS MWDTs when requested by the NMSP, OCSO, and APD.

b. **ASSUMPTIONS:**

(1) The NMSP, OCSO, and APD have requested the use of the MWDT for emergency situations involving the potential loss of life or limb.

(2) MWDT support to the NMSP, OCSO, and APD is permitted when it does not incur costs to the government and does not impact on unit readiness.

(3) Pursuant to AFI 31-121, paragraphs 11.2.4.9-11.2.4.10, the DoD does not accept responsibility for damages resulting from the use of MWDTs. Dog handlers will not seize or retrieve evidence or maintain its chain of custody, nor engage in any other activities considered as enforcing the law in connection with this MWDT support. Furthermore, dog handlers will maintain strict adherence to all provisions set forth by the Posse Comitatus Act of 1878.

- (4) The dog handler does not disarm or move any actual or suspected explosive devices.

4. RESPONSIBILITIES:

a. 49TH SECURITY FORCES SQUADRON

(1) Upon approval from the 49th Mission Support Group Commander, the 49th Security Forces Squadron will provide emergency MWDT support to the NMSP, OCSO, and APD in accordance with the above assumptions.

(2) The dog handler will, upon the dog responding positively, advise the on-scene representative of the NMSP, OCSO, or APD, and will withdraw or continue with other disassociated detection support. Only the dog's explosive detection capabilities are used. MWDTs are not to be used to track persons, seize evidence, search buildings or areas for personnel, pursue, search, attack, hold, or in any way help in the apprehension or arrest of persons.

(3) Uniforms and weapons for dog handlers will be determined by the 49th Security Forces Squadron Commander. Under the controlled circumstances in which most MWDT support is provided, it is difficult to envision a need for dog handlers to be armed while performing duties inside the United States.

(4) Upon request, the dog handler will testify in civil court. Testimony is limited to explaining the training received, the past success rates of the dog, the events leading to employment of the requested MWDT support, and the results of that support.

b. NEW MEXICO STATE POLICE, OTERO COUNTY SHERIFF'S OFFICE, AND ALAMOGORDO POLICE DEPARTMENT

- (1) Will request MWDT support from the 49th Security Forces Squadron.

(2) The MWDT will perform assignments under the tactical control of the NMSP, OCSO, or APD field commander or an authorized representative thereof.

(3) Will escort the MWDT at all times while the team is working and will ensure the MWDT does not confront civilian subjects of a search.

- (4) Will ensure that the dog and handler are used together.

(5) Prior to using the MWDT support, area shall be cleared of any personnel not part of the detection process. The MWDT will not be used to track persons, seize evidence, search buildings or areas for personnel, or to pursue, bite and hold, or in any way assist in apprehending, arresting, or detaining persons.

5. FINANCIAL REIMBURSEMENT COSTS

a. Pursuant to AFI 31-121, paragraph 11.2.2.1., financial issues are not grounds to excuse a unit from providing support.

6. EFFECTIVE DATES

a. This MOU is effective on the date of final signature. It remains in effect for a period of three years unless formally modified or terminated earlier in writing upon request of any incumbent signatory.

b. This MOU will be reviewed for currency no less than 120 days prior to expiration. Unless revised at that time, a letter signed by incumbent signatories represents renewal of this understanding.

Concur/Non-Concur

Concur/Non-Concur

DAVID A. MAYS, Lt Col, USAF
Commander, 49th Security Forces Squadron
Date: _____

DAVID B. ROMERO, Captain, NMSP
Chief, District 8
Date: _____

Concur/Non-Concur

BRIAN PEETE, Police Chief
Alamogordo Police Department
Date: _____

Concur/Non-Concur

Approved/Disapproved

RASHÓNE J. TATE, Col, USAF
Commander, 49th Mission Support Group
Date: _____

JOSEPH L. CAMPO, Col, USAF
Commander, 49th Fighter Wing
Date: _____