



CITY OF LAS VEGAS

1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 505-454-1401 • FAX: 505-425-7000

ALFONSO E. ORTIZ, JR.

Mayor

**CITY OF LAS VEGAS
REGULAR CITY COUNCIL MEETING AGENDA
January 26, 2011 –Wednesday– 6:00 p.m
City Council Chambers
1700 N. Grand Ave**

(The City Council shall act as the Housing Authority Board of Commissioners on any matters on the Agenda concerning the Housing Department.)

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. MOMENT OF SILENCE

V. APPROVAL OF AGENDA

VI. APPROVAL OF MINUTES (December 14, 2010, January 5, 2011)

VII. MAYOR'S RECOGNITION/PROCLAMATION

- Welcoming Mr. Eric Young to the Community
- Other Recognitions/Proclamations

VIII. MAYOR'S APPOINTMENTS

- Appointment of Police Chief
- Appointments to Fiesta Committees

IX. PUBLIC INPUT (not to exceed 5 minutes per person)

X. CITY MANAGER'S INFORMATIONAL REPORT

- Finance Report
- Department Reports

TONITA GURULE-GIRON
Councilor, Ward 1

DIANE MOORE
Councilor, Ward 2

ANDREW H. FELDMAN
Councilor, Ward 3

DAVID L. ROME
Councilor, Ward 4

XI. BUSINESS ITEMS

1. Approval/Disapproval to adopt Resolution 11-05 to donate excess property to Sheridan Volunteer Fire Department.

Phillip Mares, Fire Chief Freightliner Rescue Unit is excess property and not needed for any essential government function, it is no longer being used by the City of Las Vegas Fire Department.

2. Approval/Disapproval of New/Revised Job Descriptions for Recycling Coordinator; Utilities Technical Assistant & Transfer Station Operator.

Tasha Martinez, Human Resource Manager New/Revised job descriptions to complement pay plan and organizational chart.

3. Approval/Disapproval to Ratify 2010/2011 LVPOA/FOP Contract with the City of Las Vegas.

Eugene Garcia, Police Captain Recommendation to Ratify Contract between the LVPOA/FOP and the City of Las Vegas.

4. Approval/Disapproval of Enhanced 911 Grant Agreement between the Department of Finance and Administration, State of New Mexico and the City of Las Vegas.

Eugene Garcia, Police Captain The new grant will replace the current grant which expires on January 31, 2011 and includes new language required for Fiscal Year 2011 which increases funding to the training line item.

5. Approval/Disapproval to Publish Request for Proposals for New Accounting Software System.

Pamela Marrujo, Interim Finance Director The City is in need of modernizing the current accounting software system.

6. Approval/Disapproval of Resolution 11-07 Budget Adjustment to increase the FY 2011 budgeted revenues, expenditures, transfers in and transfers out within various funds.

Pamela Marrujo, Interim Finance Director The City is in need of adjusting various funds budgeted revenues, expenditures, transfers in and transfers out.

7. Approval/Disapproval to award Request for Bids for the Storrie Lake 12” Outlet Discharge Pipe Repair Project.

Ken Garcia, Utilities Director The City of Las Vegas in conjunction with Molzen-Corbin & Associates put together a request for bids repairs to the Storrie Lake 12” outlet discharge pipe.

XII. COUNCILORS’ REPORTS

XIII. EXECUTIVE SESSION/CLOSED SESSION

THE COUNCIL MAY CONVENE INTO EXECUTIVE SESSION IF SUBJECT MATTER OF ISSUES ARE EXEMPT FROM THE OPEN MEETINGS REQUIREMENT UNDER § (H) OF THE OPEN MEETINGS ACT.

- A. **Personnel matters, as permitted by Section 10-15-1 (H) (2) of the New Mexico Open Meetings Act, NMSA 1978.**
- B. **Matters subject to the attorney client privilege pertaining to threatened or pending litigation in which the City of Las Vegas is or may become a participant, as permitted by Section 10-15-1 (H) (7) of the New Mexico Open Meetings Act, NMSA 1978.**
- C. **Matters pertaining to the discussion of the sale and acquisition of real property, as permitted by Section 10-15-1 (H) (8) of the Open Meetings Act, NMSA 1978.**

XIV. ADJOURN

ATTENTION PERSONS WITH DISABILITES: The meeting room and facilities are accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk’s Office prior to the meeting so that arrangements may be made.

ATTENTION PERSONS ATTENDING COUNCIL MEETING: By entering the City Chambers, you consent to photography, audio recording, video recording and its/their use for inclusion on the City of Las Vegas Web-site, and to be televised on Comcast.

NOTE: A final agenda will be posted 24 hours prior to the meeting. Copies of the Agenda may be obtained from City Hall, Office of the City Clerk, 1700 N. Grand Avenue, Las Vegas, N.M 87701

ATTENTION PERSONS WITH DISABILITES: The meeting room and facilities are accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office prior to the meeting so that arrangements may be made.

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- **NOTE:** A final agenda will be posted 24 hours prior to the meeting. Copies of the Agenda may be obtained from City Hall, Office of the City Clerk, 1700 N. Grand Avenue, Las Vegas, N.M 87701

MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL REGULAR MEETING ON TUESDAY, DECEMBER 14, 2010 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS

MAYOR: Alfonso E. Ortiz, Jr.

COUNCILORS: Tonita Gurule-Giroń
Diane Moore
Andrew Feldman
David L. Romero - Absent

ALSO PRESENT: Tim Dodge, City Manager
Casandra Fresquez, City Clerk
Dave Romero, City Attorney
Christian Montano, Sergeant at Arms

CALL TO ORDER

Mayor Ortiz, Jr. called the meeting to order at 6:05 p.m.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Mayor Ortiz asked for a moment of silence to acknowledge people for the goodness they have while they are still on this earth and with that in mind bring forth a better community.

APPROVAL OF AGENDA

City Manager Dodge stated he did not have any recommendations for a consent agenda. Mayor Ortiz, Jr. entertained a motion for approval of the agenda as presented. Councilor Feldman moved to approve the agenda. Councilor Moore seconded the motion. Mayor Ortiz asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Tonita Gurule-Giroń	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

APPROVAL OF MINUTES

Councilor Gurule-Giroń recommended an amendment to the November 16th Minutes on page eleven, after paragraph three to reflect that during roll call Tonita Gurule-Giroń was excused as she requested permission from Mayor Ortiz, Jr. Councilor Moore moved to approve the November 16, 2010 Minutes as amended. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Diane Moore	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

MAYOR'S RECOGNITION/PROCLAMATIONS

City Clerk Fresquez read recognition awards for Mr. Travis Regensberg for his limitless efforts and dedication in helping others in the community, for Mrs. Donna Martinez, extending appreciation for all the events she has brought to the community and for Mrs. Rivera-Gonzales, owner of El Sombrero Restaurant recognizing the great impact she and the volunteers have made on the community.

City Clerk Fresquez further read recognition awards honoring the NMHU Men's Basketball Team, Coach Joe Harge, his staff and Thomas Manzano for their outstanding athletic achievement during the Rocky Mountain Athletic Conference. City Clerk Fresquez concluded the Mayor's recognition by reading a recognition award for the Las Vegas Daily Optic, including editor and publisher, Tom McDonald, reporter Don Pace, staff and managing editor David Giuliani commending them for their hard work and dedication in providing all sides of every public issue. Mayor and Council also extended their personal best to Mr. Giuliani who will be leaving the community.

MAYOR'S APPOINTMENTS

Mayor Ortiz, Jr. recommended appointment of Mr. Kenny Ross to the City of Las Vegas Lodgers Tax Advisory Board and asked Council to ratify the appointment.

Councilor Feldman moved to approve the appointment of Mr. Kenny Ross. Councilor Tonita Gurule-Giroń seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Tonita Gurule-Giroń	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Mayor Ortiz, Jr. stated that the Mayor's Community Initiative Fund will be published to advise the public of contributions and distributions through December 13, 2010.

Mayor Ortiz Jr. also mentioned that Home Depot in Santa Fe donated an artificial Christmas tree along with other donations from Hillcrest for the tree and was auctioned off for \$325 which went to the Rough Rider Motorcycle Rally for gifts to be given to children in need.

PUBLIC INPUT (not to exceed 5 minutes per person)

Ms. Mary Byers, Mr. Bob and Carroll Pearson and Joanns Paulus as a group spoke about the Human Rights Day event that took place on December 10, 2010. The group read the provisions of the Universal Declaration of Human Rights.

Mr. Bob Wessely reported that he attended a working session with the water consultants and staff and was very impressed with how well they were working together and how well the staff has managed to lead this complicated project.

PRESENTATIONS (not to exceed 10 minutes per person)

Interim Police Chief Christian Montano presented Sergeant Martin Salazar, Lieutenant Lawrence O'connor, Sergeant Michael Salazar, Police Officer Steve Pacheco, K-9 Officer Eric Padilla and Police Officer Jason Gage life saving medals for each saving a life.

Community Development Director Elmer Martinez and Events Coordinator, Lindsey Hill reported on the status and organization of the City of Las Vegas Fiesta Committee. Community Development Director Martinez reported that he along with Department heads identified what needed to be worked on and started to develop the approach including identifying the various committees needed to address specific projects with the involvement of the community.

Events Coordinator, Lindsey Hill provided Mayor and Council with a list of sub-committees broken down into a number of areas that are essential in successfully completing the fiestas and briefly described each committee and mentioned that for each committee, they have developed an implementation plan, listing tasks that are associated with each committee. Events Coordinator Hill mentioned that some employees have already signed up to assist in a committee and a letter will be going out to the community calling for volunteers who may be interested in signing up to assist in a specific committee.

Community Development Director Martinez stated that an oversight committee will meet with the sub-committees periodically. Appointments of all committees will be approved by Mayor and Council. Community Development Director Martinez mentioned that they would like to identify other activities for the youth and explore new ideas including working with other organizations and concluded by reporting that he would like to have appointments to sub committees and oversight committee by the next Council Meeting.

CITY MANAGER'S INFORMATIONAL REPORT

City Manager Dodge distributed a conceptual drawing of University Avenue identifying a corridor to lead visitors into our community for Council's review.

City Manager Dodge reported that there would be public input meetings in the month of December and January regarding the master plan as well as engaging face book and finding ways to utilize that form of social networking to engage public input as well. City Manager Dodge also stated the white papers would be presented to Council in January with revisions for input and consideration.

City Manager Dodge reported the City Hall improvements will be completed January 15, 2010 and a cashier will be brought back to City Hall for constituents to make payments. The Police Department improvements should be completed end of December.

City Manager Dodge reported that the transfer station improvements should be going out for bid and brought back to Council for consideration. The Alamo project punch list is still being worked on and a walk through would be conducted in about a week.

City Manager Dodge advised that all the Departments have been discussing what could be done to save money as a potential budget problem may occur due to the State's deficit as they may decide to take back the hold harmless and shared gross receipts tax which is about forty four percent of the City's general fund budget. The departments are working diligently to insure that they are being frugal and not over expending.

City Manager Dodge reported that the City has engaged into an agreement with New Mexico Highlands University in which they are installing some of their own equipment as a loan to the City with a camera system and will be broadcasting the City Council Meeting live on the internet and re-broadcasting on cable at a later date.

Department Reports

Loretta Martin, Recreation Manager distributed the monthly Recreation YABL Newsletter and summarized the information on the document and reported the

various activities at the Recreation Department and asked that everyone have patience as there are a lot of events occurring over the next few months therefore the Recreation Department will be very busy. Recreation Manager Martin concluded her report by giving an overview of all the programs that will be available in future months and advised that she would announce the winners from the fitness challenge at the next Council Meeting.

Finance Report

Interim Finance Director Pamela Marrujo reported the Finances for the City through November 30, 2010. Interim Finance Director Marrujo advised the General Fund revenues are at thirty seven percent and pointed out that the property tax is currently at eight percent however will increase next month due to receiving November's distribution check for two hundred and ninety six thousand dollars. The General Fund expenditures are at forty percent which is on target.

Interim Finance Director Marrujo advised the Enterprise Funds Revenue were at twenty eight percent and expenditures at thirty percent which is due to the warmer weather and the natural gas not being utilized as much, however as the weather gets colder the percentages will increase.

Interim Finance Director Marrujo concluded her report with the Recreation Department in which the Revenues collected were at forty one percent and expenditures at forty percent which are both on pace. Interim Finance Director Marrujo also reported that the Finance Department is being proactive in looking for areas to cut and save money should the City experience any loss in revenues in the future.

Interim Finance Director Marrujo reported that the auditor's will begin their audit on Monday, December 20, 2010 and should be complete by February 15, 2011. The fixed asset consultant has started their review of fixed assets and will include training for the employees so that the process will continue once they have completed their evaluation.

City Manager Dodge advised the City of Las Vegas Finance Department received a Best Practice Budget award and Interim Finance Director Marrujo thanked her staff and all Department Directors for their assistance including City Manager Dodge.

Interim Police Chief Christian Montano reported that he is looking at an organization revamp for his department to include an organizational structure to be more effective and efficient and are striving to be a model agency; the two year accreditation process should be complete by August of this year. Interim Police Chief Montano advised that he is evaluating the various programs in his department to identify the benefit cost ratio. Interim Police Chief Montano also reported that he is currently going through the interview process to hire three

Captains and should have his recommendations in the near future and concluded his report by reporting the year stats.

City Attorney Dave Romero reported that there has been steady progress regarding the abatement issues in the City of Las Vegas to include Mr. Bob Dalton's property located on Lincoln and Grand which was filled and grated and eliminated the nuisance, also his property on the corner of Baca Street next to Robertson High School has been addressed by filing a law suit against Mr. Dalton. City Attorney Romero is also looking at addressing Mr. Dalton's property across the Police Station.

City Attorney Romero reported that several vehicles and equipment were moved from Tony Ortega's property to a different area and the lengthy process is underway for destruction of such property. City Attorney Romero concluded his report by advising that much progress has been made with the Thatcher building on Tilden to include removal of trash from both the outside and inside of the building.

City Manager Dodge concluded his report by inviting Councilors to sit in on any of the weekly Department Directors Meetings as there are many issues discussed with each department.

NEW HIRES

- 1. Approval/Disapproval to hire a Part-Time Lifeguard for the Recreation Center. **Loretta Martin, Recreation Manager**

Recreation Manager Loretta Martin advised that the position is in the budget, interviews were conducted and Ms. Audrianna Vigil was recommended and has completed all the pre-employment requirements.

Councilor Feldman moved to approve the hire of Audrianna Vigil as a Part-Time Lifeguard for the Recreation Department. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Tonita Gurule-Giroń	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

BUSINESS ITEMS

- 1. Approval/Disapproval of Agreement between the City of Las Vegas and San Miguel County for Animal Shelter Services.

Community Development Director Elmer Martinez advised that the City and the County have negotiated an agreement for animal sheltering services for the County which includes established fees and conditions.

Councilor Gurule-Giroñ moved to approve agreement between the City of Las Vegas and San Miguel County for Animal Shelter Services. Councilor Feldman seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Tonita Gurule-Giroñ	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

2. Conduct a Public Hearing and Approval/Disapproval to adopt Ordinance 10-32 creating a Metropolitan Redevelopment Area and a Tax Increment Financing District.

Councilor Feldman moved to go into Public Hearing. Councilor Moore seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Diane Moore	Yes
Tonita Gurule-Giroñ	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Attorney Dave Romero swore in those who would be speaking on this issue to include Community Development Director, Elmer Martinez, City Planner, Melanie Gallegos and Ms. Cindy Collins.

Community Development Director Martinez advised that Ordinance 10-32 was published with direction from Council and added that this project is very important as it will allow staff to move forward with key redevelopment projects in the Metropolitan Redevelopment Area and will provide for the establishment of a Tax Increment Financing District.

Ms. Cindy Collins reminded Council that in September they approved the downtown action plan and the key objective of that plan was to designate downtown Las Vegas as the Metropolitan Redevelopment Area and in order to aggressively reverse the decline and implement key redevelopment projects. If approved, Council would send a strong message that the City is willing to take action to implement the redevelopment project.

Councilor Moore moved to Close Public Hearing. Councilor Feldman seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Diane Moore	Yes
Tonita Gurule-Giroń	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Feldman moved to approve Ordinance 10-32 creating a Metropolitan Redevelopment Area and a Tax Increment Financing District. Councilor Moore seconded the motion.

Due to length of Ordinance 10-32, a complete copy may be obtained from the City Clerk's Office.

Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Andrew Feldman	Yes
Tonita Gurule-Giroń	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

3. Approval/Disapproval to enter into Letter of Understanding with San Miguel County for the Water Assessment Project.

Utilities Director, Ken Garcia advised that the United State Department of Interior Geological Survey Division has approved funding for a water assessment project for West Creston, San Miguel County. The project will give the City and County a better understanding of the groundwater flow system. The total funding amount is one hundred thousand, with fifty thousand being contributed from the USGS and twenty five thousand each from the City of Las Vegas and San Miguel County.

Councilor Feldman added that the Utility Advisory Committee discussed this item that afternoon and unanimously recommended approval of the letter of understanding with San Miguel County for the Water Assessment Project.

Councilor Moore moved to approve the Letter of Understanding with San Miguel County for the Water Assessment Project. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Diane Moore	Yes
Tonita Gurule-Giroń	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

4. Approval/Disapproval to award Request for Bids #99-11 for Gallinas Diversion Rehabilitation to the lowest bidder.

Utilities Director Ken Garcia advised that the City of Las Vegas has grant funding in the amount of 1.25 million dollars for rehabilitating the Gallinas Diversion dam which is located three miles up from the Montezuma skating pond. The bid opening was originally scheduled for December 8, 2010 however a request to extend bid was made by potential bidders and was extended until December 14, 2010. The bids were open earlier today and the lowest bidder was RMCI and was within the engineers estimate. Utility Director Garcia recommended approval to award Bid 99-11 to RMCI subject to the engineer's final review and granting agency recommendation.

Councilor Feldman added that the Utility Advisory Committee discussed the issue earlier that day and recommended approval of the lowest bidder, RMCI and pointed out that it is imperative that these funds be encumbered.

Councilor Moore moved for approval to award Bid 99-11 to RMCI. Councilor Feldman seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Diane Moore	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

5. Conduct a Public Hearing and Approval/Disapproval of Ordinance 10-31, Water Conservation Ordinance.

Councilor Feldman moved to Open Public Hearing. Councilor Moore seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Andrew Feldman	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Attorney Dave Romero swore in those who were interested in speaking on the issue to include Utility Director, Ken Garcia.

Utility Director Ken Garcia stated that the new water conservation ordinance was approved at the June 21, 2010 City Council Meeting, however the ordinance

needed to be revised to allow for hardship case waivers for individuals and businesses that are affected by the water conservation ordinance restrictions. Utility Director Garcia pointed out the section to be modified was Section X Exemptions, E (1 through 5) and read the recommended changes and stated that the comments and recommendations from Council were incorporated into the revision.

Councilor Moore moved to Close Public Hearing. Councilor Feldman seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Andrew Feldman	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Feldman advised that the Utility Advisory Committee discussed this issue a couple months ago and has gone through the publication process and the amendment to the ordinance provides an outlet for those presented with a justifiable hardship.

Councilor Feldman moved to approve adoption of Ordinance 10-31, Water Conservation Ordinance. Councilor Moore seconded the motion.

Due to the length of Ordinance 10-31, a complete copy may be obtained from the City Clerk's Office.

Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Diane Moore	Yes
Tonita Gurule-Giroń	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

6. Approval/Disapproval to award Request for Proposal #99-06 to the New Mexico Commission for the Blind for snack vending services for all City Buildings.

Recreation Manager Loretta Martin recommended awardment of Request for Proposal #99-06 to the New Mexico Commission for the Blind for snack vending services for all city buildings as they were the sole proposer.

Councilor Feldman moved for approval to award RFP 99-06 to the New Mexico Commission for the Blind. Councilor Moore seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Diane Moore	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Manager Dodge advised that the New Mexico Commission for the Blind does not allow for any consideration for them vending on city property; through state statute they have exclusive rights to vend on public properties.

7. Conduct a Public Hearing and reconsider Approval/Disapproval of Ordinance 09-21.

Councilor Feldman moved to go into Public Hearing. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Tonita Gurule-Giroń	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Clerk Casandra Fresquez swore in those who would be speaking on the issue to include City Attorney Dave Romero.

City Attorney Dave Romero advised that an application for a subdivision by Phil Warfield was presented to Council previously and the Ordinance was turned down and was then taken to District Court by Mr. Warfield. District Court found in favor of Mr. Warfield and was not satisfied with some of the procedures used in making the City's finding. City Attorney Romero pointed out as part of the settlement on the issue, the City has agreed to bring the matter back to Council for reconsideration on the proposed sub-division. City Attorney Romero recommended that Ordinance 09-21 proposed previously to Council be passed, unless there is new information.

Councilor Moore moved to Close Public Hearing. Councilor Feldman seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Passed	Tonita Gurule-Giroń	Yes
Andrew Feldman	Yes	David Romero	Absent
		Diane Moore	Yes

City Clerk Fresquez re-read the motion and advised that the motion carried.

Mayor Ortiz, Jr. stated that this is a legal issue that can be settled or continue litigation and strongly recommended that Council reconsider approving

Ordinance 09-21 as requested by the District Court as part of the Phil Warfield settlement.

Councilor Feldman stated that the issue has been dragging on for a year and the City does not want to end up in a situation where it may cost hundreds of thousands of dollars in litigation to the City and ultimately to the tax payers, therefore Councilor Feldman moved to reverse the decision of a year ago and approve Ordinance 09-21. Councilor Gurule-Giron seconded the motion.

Ordinance 09-21 was presented as follows:

CITY OF LAS VEGAS
ORDINANCE NO. 09-21

AN ORDINANCE GRANTING THE APPLICATION FOR A FOUR LOT RESIDENTIAL SUBDIVISION OF THE PROPERTY LOCATED AT THE SW CORNER OF MORA AND NEW MEXICO AVENUE AS REQUESTED BY PHILLIP WARFIELD D.B.A. WARFIELD PROPERTIES INC.

WHEREAS, Phillip Warfield has requested approval of a four lot residential subdivision of property which is located within the City of Las Vegas; and

WHEREAS, the subdivision is within the planning and platting jurisdiction of the City of Las Vegas; and

WHEREAS, the owner proposes on subdividing a .6668 acre parcel into four (4) parcels for sale purposes; and

WHEREAS, the Planning and Zoning Commission having held a public hearing on September 28, 2009, at which testimony from city staff the applicant and area residents was heard regarding plat approval of the Mora Church Subdivision; and

WHEREAS, the Planning and Zoning Commission having adopted its findings of fact and conclusions has recommended to the City of Las Vegas City Council approval of the subdivision pursuant to Chapter XV Article I of the Land Subdivision Regulations; and

NOW, THEREFORE, BE IT ORDAINED that the Governing Body of the City of Las Vegas, New Mexico hereby GRANTS approval of the Mora Church Subdivision herein described as requested by Phillip Warfield d.b.a. Warfield Properties Inc. on the following condition(s)

1. That the developer/owner enters into a subdivision agreement with the city prior to such recordation of subdivision plat.

IT IS FURTHER ORDAINED that the City Council the Governing Body of the City of Las Vegas hereby ADOPTS the following findings of fact upon which the Council's decision is based:

1. That the Subdivision Development Plan meets the requirements of Chapter XV Article I, Land Subdivision Regulations, Ordinance # 67-7
2. That public necessity, convenience or general welfare supports the Subdivision proposal.
3. On the Findings of Fact and Conclusions as adopted by the Planning & Zoning Commission and Board of Adjustment on September 28, 2009.
- 4 That the City of Las Vegas Community Master Plan prioritizes infill properties for affordable housing.

PASSED, APPROVED, AND ADOPTED this _____ day of December 2010.

CITY OF LAS VEGAS:

Alfonso E. Ortiz, Jr., Mayor

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

Dave E. Romero, Jr., City Attorney

Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroñ	Yes	Diane Moore	No
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

COUNCILORS REPORTS

Councilor Feldman stated that he would like to bring back the Dark Sky Ordinance for consideration by the Council which would help the City save

money by replacing out the street lights to a lower wattage which wouldn't lessen security in any way and the stars would be better seen.

Councilor Gurule-Giroñ mentioned that Bruce McAllister had an issue on Alamo Street which was addressed. Augustine Valencia had an issue with pot holes on Colonias Street which needs to be addressed and Mark Feedman continues to be concerned about the Tilden property. Councilor Gurule-Giroñ concluded her report by thanking Public Works Director Carlos Ortiz, Utility Director Ken Garcia and City Attorney Dave Romero for addressing the many concerns she had.

Mayor Ortiz, Jr. thanked Councilor Feldman for advising Council on the Utility Advisory Committee's recommendations on the utility issues and encourages others that are on a committee or board to give Council their recommendations. Mayor Ortiz, Jr. advised that the 26th Governor's award recognizing New Mexico Women is accepting applications and encouraged anyone that would like to nominate a woman in our local area to be considered.

EXECUTIVE SESSION/CLOSED SESSION

City Manager advised there were no items for Executive Session.

ADJOURN

Mayor Ortiz, Jr. entertained a motion for adjournment. Councilor Feldman moved to adjourn. Councilor Gurule-Giroñ seconded the motion. Mayor Ortiz Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Tonita Gurule-Giroñ	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Mayor Alfonso E. Ortiz, Jr.

ATTEST:

Cassandra Fresquez
City Clerk

**MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL SPECIAL MEETING
ON WEDNESDAY, JANUARY 5, 2011 AT 6:00 P.M. IN THE CITY COUNCIL
CHAMBERS**

MAYOR: Alfonso E. Ortiz, Jr.

COUNCILORS: Tonita Gurule-Giroń
Diane Moore
Andrew Feldman
David L. Romero - Absent

ALSO PRESENT: Tim Dodge, City Manager
Casandra Fresquez, City Clerk
Dave Romero, City Attorney
Christian Montano, Seargant at Arms

CALL TO ORDER

Mayor Ortiz, Jr. called the meeting to order at 6:00 p.m.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Mayor Ortiz asked for a moment of silence to acknowledge life and how important it is and in memory of Mr. Alberto Sanchez who passed away recently.

APPROVAL OF AGENDA

City Manager Dodge recommended a Consent Agenda to include Business Items one through five. Councilor Gurule-Giroń requested Business Item three not be placed on consent agenda as she had questions. Councilor Moore moved to approve agenda to include consent Business Items one, two, four and five. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Tonita Gurule-Giroń	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

MAYOR'S RECOGNITION/PROCLAMATION

Recreation Manager Loretta Martin reported that the recent fitness challenge was the Recreation Departments fourth challenge and she and Wellness Supervisor Albert Tafoya announced the winners in the various age groups and certificates were distributed. The overall winner received a year pass to the Recreation Center and a gift certificate from Alta Vista Hospital for a mountain bike.

Recreation Manager Martin concluded by stating that moving forward all the fitness challenges will be named after Tony Marquez, Jr., since he was the individual who implemented the program.

Mayor Ortiz, Jr. briefly reported on the Mayor's Community Initiative Fund and advised that a detailed report was on the City's website.

PUBLIC INPUT

There were no participants signed up for public input.

CITY MANAGER'S INFORMATIONAL REPORT

City Manager Tim Dodge reported there is about 8 million dollars of capital improvement invested in community projects to include the Comprehensive Master Plan in which public hearings are currently being conducted on land use, utilities, economic development, transportation and parks and recreation. City Manager Dodge advised that the white pages will be placed on face book where the public can review them and give their comments on the planning efforts that the City is making as well as a face book page on the Recreation Center in an effort to seek better ways of networking and getting input from the community. The Comprehensive Master Plan should be completed in April.

City Manager Dodge reported another project underway is the Comprehensive Water Engineering Water Report which is due to be complete in March. A Housing Study will be bid out on January 12th and will be brought to Council on January 19th for consideration.

City Manager Dodge reported that a number of operational changes have been identified and will be instituted to correct some of the deficiencies at the transfer station to include purchasing equipment to transport our own solid waste and also looking at replacing collection trucks.

City Manager Dodge reported the landfill closure is currently under design and the money is budgeted and placed in a trust fund to show the City has the financial assurance to move forward on closing the landfill and making sure that the ground water is not being contaminated.

City Manager Dodge also reported that the Gallinas Diversion dam was bid out and awarded last month and construction starts the 24th of January. The Peterson Dam Pump back system is being bid and will be brought to Council for awardment in the near future. Another on-going project is the Cinder road re-use project and the City is looking at the County to get a right-of-way permit issued and will proceed forward once that permit is issued. The Moreno Street re-use project has started and over all goal is to water the Plaza Park and get up to Rodriguez and La Plaza Fields.

City Manager Dodge also reported on the Facility Improvements at City Hall in a effort to make the lobby a more inviting place for the public and also a Cashier will be brought back to City Hall to allow for a payment center to provide convenience to our constituents. City Manager Dodge also mentioned there is an improvement project at the Senior Citizen Center which should be brought to Council on the 19th of January for consideration and also the police building improvement project which should be completed on February 25th and the Fire Station Improvement on Legion Drive to include the addition of two truck bays and storage area which will be bid in February.

City Manager Dodge mentioned the Moreno Street project which will be bid out the 18th of January and should be brought to Council on the 19th of January for consideration. There is also a Housing project currently underway, assuring housing is up to code.

City Manager Dodge concluded his report by stating this has been his most enjoyable job and thanked Mayor and Council for the opportunity.

Interim Finance Director Pamela Marrujo reported that the quarter percent gross receipts tax that was approved last year became effective, January 1, 2011 will bring in approximately three hundred thousand this fiscal year and the purpose of the revenue is for general fund operating purposes. Interim Finance Director Marrujo added that the City is trying to reduce the burden on utility users and diversify the revenue streams.

NEW HIRES

1. Approval/Disapproval to hire a Programs Coordinator/Bailiff/Probation Officer
Lisa Herrera, Court Clerk Supervisor

Court Clerk Supervisor Lisa Herrera along with Judge Trujillo requested the approval of Mayor and Council to hire Ms. Roberta Lovato for the position of Programs Coordinator/Bailiff/Court Officer, a budgeted position and Ms. Lovato has met all of the pre-employment requirements.

Councilor Feldman moved to approve the hire of Ms. Roberta Lovato for the position of Programs Coordinator/Bailiff/Court Officer. Councilor Gurule-Giroñ

seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Andrew Feldman	Yes
Tonita Gurule-Giroń	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

2. Approval/Disapproval to hire two (2) Temporary Full Time Firefighters ***Phillip Mares, Fire Chief***

Fire Chief Phillip Mares requested the approval to hire two firefighters which are budgeted positions and recommended Mr. Anthony Leyba and Mr. Caleb Marquez who both met all pre-employment requirements.

Councilor Moore moved to approve the hire of Mr. Anthony Leyba and Mr. Caleb Marquez for the position of Temporary Firefighters. Councilor Feldman seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Andrew Feldman	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

3. Approval/Disapproval to hire a part-time Seasonal Lifeguard ***Loretta Martin, Recreation Manager***

Recreation Manager Loretta Martin requested the approval to hire Ms. Felicia Rael for the position of part-time Seasonal Lifeguard; interviews were conducted, Ms. Rael was recommended and has met all pre-employment requirements.

Councilor Feldman moved to approve the hire of Ms. Felicia Rael for the position of part time Seasonal Lifeguard. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Tonita Gurule-Giroń	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

BUSINESS ITEMS

Consent Agenda

City Clerk Fresquez read Business Items for Consent Agenda to include Business Items:

1. Approval/Disapproval of Resolution #11-03 Establishing Reasonable Notice of City Council Meetings in compliance with the Open Meetings Act.

Due to length of Resolution 11-03, a complete copy may be obtained from the City Clerk's Office.

2. Approval/Disapproval of Resolution #11-04, authorizing submission of a funding application for Airport Aide to the New Mexico Aviation Division.

Resolution 11-04 was presented as follows:

CITY OF LAS VEGAS, NM RESOLUTION NO. 11-04

A Resolution Authorizing Submission of an Application for Airport Aid to the New Mexico Department of Transportation – Aviation Division (NMDOT – AvDiv) and obligation of Sponsor matching funds, and authorization to accept the resulting Grant offer. The project shall consist of fuel farm upgrade and terminal building improvements.

WHEREAS, the Governing Body of the City of Las Vegas is applying to the New Mexico Department of Transportation – Aviation Division for 95% assistance toward the project, through the NMAA Grant Program for the project, which NMAA commitment cannot be formally made until a application is received and accepted, and time is of the essence to secure the NMDOT-AvDiv funding; and

WHEREAS, the project is within the City of Las Vegas jurisdiction, and is necessary for the public good and convenience and is to serve the users of the City of Las Vegas Municipal Airport.

WHEREAS, the City of Las Vegas is committed to appropriating funds to match the remaining 5.0% of the project cost in accordance and consistent with the regulations and policies governing the FAA – AIP program and the NMDOT – AvDiv grant conditions.

NOW, THEREFORE, be it resolved that the governing body of the City of Las Vegas hereby adopts and approves this resolution and authorizes the (City Manager) to execute all documents related to the project and directs staff to take actions necessary to implement and fund this resolution and project.

PASSED, APPROVED, AND ADOPTED this ____ day of January, 2011

CITY OF LAS VEGAS

ALFONSO E. ORTIZ, JR., MAYOR

ATTEST:

CASANDRA FRESQUEZ, CITY CLERK

4. Approval/Disapproval of the recommendation to reject all proposals submitted in response to the Marketing Plan Services RFP #99-04.

5. Approval/Disapproval of Certified Local Government Contract with the New Mexico Historic Preservation Division.

Councilor Feldman move to approve consent agenda to include Business Items one, two, four and five. Councilor Moore seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroñ	Yes	Andrew Feldman	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Business Items Continued

3. Approval/Disapproval of Resolution #11-02 to increase various fund (s) budgeted revenues, expenditures, transfers in and transfers out.

Councilor Gurule-Giroñ had questions regarding the Solid Waste Construction and the Landfill Closure.

City Manager Dodge explained and answered questions on the process. Interim Finance Director Pamela Marrujo recommended approval of Resolution 11-02.

Councilor Feldman commented that it would be effective for the County and the City to pull resources and work together to have an efficient solid waste system with recycling and in the end save tax payers money.

City Manager Dodge advised that he sits on the County's Task Force and they are working collaboratively.

Mayor Ortiz, Jr. entertained a motion for Business Item three.

Councilor Moore moved to approve Resolution 11-02 to increase various fund (s) budgeted revenues, expenditures, transfers in and transfers out. Councilor Feldman seconded the motion.

Resolution 11-02 was presented as follows:

STATE OF NEW MEXICO
MUNICIPALITY OF CITY OF LAS VEGAS
BUDGET ADJUSTMENT RESOLUTION NO. 11-02

WHEREAS, The governing body in and for the Municipality of Las Vegas, State of New Mexico has developed a budget for fiscal year 2011, and;

WHEREAS, said budget adjustments were developed on the basis of an increase in expenditures in Funds 203, 253, 633 and 637, an increase in revenues in 203, 253, 633 and 637, an increase in transfers (in) in 101, 230, 238 and 245, and increase in transfers out in 101, 236, 239, 246, 247, 248, 253, 255 and 258, a decrease in expenditures and revenues in 101;

Decrease revenues and expenditures in General Fund (101) – Decrease revenues and expenditures for a grant awarded by the New Mexico Department of Transportation, Programs Division, Traffic Safety Bureau for the Selective Traffic Enforcement Program (S.T.E.P.) activities aimed at reducing traffic-related injuries and fatalities in the amount of \$4,042, these revenues and expenditures were increased and approved on Resolution 10-90 and should have been classified as a Special Revenue Fund.

Decrease revenues and expenditures in General Fund (101) – Decrease revenues and expenditures for a grant awarded by the New Mexico Department of Transportation, Program Division, Traffic Safety Bureau for Driving While Impaired (DWI) sobriety checkpoints and saturation patrols aimed at reducing alcohol-related crashes, injuries, and deaths in the amount of \$13,315, these revenues and expenditures were increased and approved on Resolution 10-90 and should have classified as a Special Revenue Fund.

Increase revenues and expenditures in NM Traffic Safety OT (253) – Increase revenues and expenditures for a grant awarded by the New Mexico Department of Transportation, Programs Division, Traffic Safety Bureau for the Selective Traffic Enforcement Program (S.T.E.P.) activities aimed at reducing traffic-related injuries and fatalities in the amount of \$4,042;

Increase revenues and expenditures in NM Traffic Safety OT (253) – Increase revenues and expenditures for a grant awarded by the New Mexico Department of Transportation, Programs Division, Traffic Safety Bureau for Driving While Impaired (DWI) sobriety checkpoints and saturation patrols aimed at reducing alcohol-related crashes, injuries, and deaths in the amount of \$13,315;

Increase revenues and expenditures in State Fire Fund/Grant (203) – Increase revenues and expenditures for a loan from the New Mexico Finance Authority to purchase a fire truck in the amount of \$203,000;

Increase revenues and expenditures in Solid Waste Construction (633) – Increase revenues and expenditures for bond proceeds to fund Solid Waste transfer station improvements, purchase of equipment (trucks and trailers) and professional services related to bond issue in the amount of \$1,533,634;

Increase revenues and expenditures in Landfill Closure (637) – Increase revenues and expenditures for bond proceeds to fund Landfill Closure costs in the amount of \$1,973,064;

Increase transfers (in) to close out deficit cash balances to be funded from transfers in from General Fund:

Scenic Byways (Museum) (230)	\$ 306	
09 State Appo Reg IV (238)		1,775
Reg IV ST Approp (245)	1,702	
General Fund (101) (Transfer Out)	(3,783)	

Increase transfers out to the General Fund to close out residual equities of inactive funds:

Consejos (236)	\$ (5,095)	
Inst. Museum and Library (238)	(15)	
Reg IV ST Approp (246)	(2,500)	
Juvenile GRT/Teen Court (247)	(6,060)	
Region IV Narcotics Grant (248)	(22,591)	
JAG Region IV Grant (249)		(2,695)
NM Traffic Safety OT (253)		(42,085)
Pandemic Fund (255)		(876)
NIJ Grant (BPV) (258)		(400)
General Fund (101) (Transfer In)	\$ 82,317	

WHEREAS, the City of Las Vegas is in need of making adjustments in the 2011 fiscal year budget;

WHEREAS, it is the majority opinion of this Council that the budget adjustments meets the requirements as currently determined for fiscal year 2011

NOW, THEREFORE, the Governing Body of the City of Las Vegas passes this budget resolution for budget adjustments, PASSED, APPROVED AND ADOPTED THIS _____ of January, 2011.

Alfonso E. Ortiz, Jr. Mayor

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY:

Dave Romero, City Attorney

Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Andrew Feldman	Yes
Tonita Gurule-Giroń	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

6. Conduct a Public Hearing and Approval/Disapproval of the Petition to Annex the Solid Waste Transfer Station site into the City; Ordinance #10-30.

Councilor Feldman move to go into Public Hearing. Councilor Moore and Councilor Gurule-Giroń seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Andrew Feldman	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Attorney Dave Romero swore in those who would be speaking on the issue to include Community Development Director Elmer Martinez, Mr. Joe Aragon, Jr. Mr. Joe Aragon III and Mr. Kenny Lujan with NMDOT.

Community Development Director Martinez advised that the City has submitted a petition to annex 59.754 acres into its municipal boundaries to include the solid waste transfer station and abutting right of ways to include portions of I-25, BNSF and Aragon Road. Community Development Director Martinez pointed out that if the property is annexed it will automatically be zoned as a Residential Agricultural zone, in order to bring the property under zoning conformance, an application to consider re-zoning the property from the RA to an M2 Heavy Industrial Zone is submitted for consideration by Council on the following business item, the Record Proper includes both the annexation and the rezone.

Councilor Moore moved to accept the Record Proper. Councilor Feldman seconded. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Diane Moore	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Community Development Director Martinez advised that Planning and Zoning recommended approval of the annexation and zone change.

Mr. Joe Aragon III stated that he owns property south of the transfer station and is against the annexation due to his concerns with the transfer station looking like a dump site and feels that the annexation will allow for piling of more vehicles. Mr. Aragon III stated he thinks the problem is management.

Mr. Aragon, Jr. stated that he also owns property near the transfer station and is concerned that the transfer station is being used as a junk yard and a landfill and is against the annexation and the zoning. Mr. Aragon, Jr. also mentioned that he is concerned about items that may be buried out of their permitted limits and how it may affect the water.

Mr. Kenny Lujan with the New Mexico Department of Transportation stated that NMDOT does not want hiatus between new municipal limits across I-25, however does want annexation if done to include Aragon Road for exchange of ownership which will serve the solid waste transfer station. Mr. Lujan also stated after discussion with General Counsel, any and all annexation has to go through NMDOT General Counsel and Planning Section and at this time NMDOT does not concur with proposed annexation.

Councilor Feldman moved to Close Public Hearing. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Andrew Feldman	Yes
Tonita Gurule-Giroń	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Gurule-Giroń asked City Attorney Romero if the City is adhering to statute with proposed annexation.

City Attorney Romero advised that he does not know the complete answer to that, however he has served previously as an attorney to the State Department and he does know that the City has control over their jurisdiction and annexation

is one area that the City has complete authority over as long as the requirements are met and approval of the highway department is not required.

Mayor and Council along with City Manager Dodge agreed and assured the public that the issues at the transfer station are critical and will be addressed with the proposed improvements.

Councilor Feldman moved to approve Ordinance 10-30, petition to annex the Solid Waste Transfer Station site into the City. Councilor Moore seconded the motion.

Ordinance 10-30 was presented as follows:

CITY OF LAS VEGAS
ORDINANCE NO.10-30

AN ORDINANCE OF THE CITY OF LAS VEGAS, NEW MEXICO APPROVING THE PETITION FOR ANNEXATION OF CONTIGUOUS TERRITORY BY THE CITY OF LAS VEGAS, A MUNICIPAL CORPORATION AND EXTENDING THE BOUNDARIES OF THE CORPORATE LIMITS OF THE MUNICIPALITY.

WHEREAS, a petition has been duly filed by the City of Las Vegas which is owner of a majority of the number of acres proposed to be annexed and is accompanied by a map that shows the external boundary of the territory proposed to be annexed and the relationship of the existing municipal boundary of the City of Las Vegas, New Mexico; and

WHEREAS, the means of annexation proposed by the petitioners(s) is pursuant to NMSA 1978 Section 3-7-17, known as the “petition method”; and

WHEREAS, the City of Las Vegas adopted the Community Master Plan for the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality which, in accordance with existing and future needs, best promote health, safety, morals, order, convenience, prosperity and the general welfare as well as the efficiency and economy in the process of development; and

WHEREAS, the Planning and Zoning Commission having conducted a public hearing on December 13, 2011 and after hearing testimony are recommending the petition of annexation hereby be granted; and

WHEREAS, the Governing Body of the City of Las Vegas has determined that it is in the best interest of the City to approve the annexation and extending the boundaries of the corporate limits of the City; and

WHEREAS, said petition having been considered and found to be in proper from.

NOW THEREFORE, BE IT ORDAINED THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, hereby specifically finds:

1. That the tract or parcel of land hereby annexed is included within, and the proposed annexation petition conforms to, the City of Las Vegas Community Master Plan Goal 4.33 which recommends that certain areas be annexed in phases over a 20 year period.
3. That it is in the best interest of the City of Las Vegas to include said tracts or parcels of land within the Corporate limits of the City of Las Vegas.
4. That consent is hereby given to the annexation of the following contiguous territory to the City of Las Vegas, San Miguel County, New Mexico and is described as follows:

A tract of land located within Section 13, Township 16 North, Range 16 East, N.M.P.M. as projected into the Las Vegas Land Grant. Said tract being located North of the City of Las Vegas, San Miguel County, New Mexico and being designated on Winston and Associate, Inc. plat Number 010-111B prepared for the City of Las Vegas. Said Tract being bounded as follows: On the North partially by property belonging now or formerly to George Lyster and partially by property belonging now or formerly to Clyde Pickett, on the East by property belonging now or formerly to Laura Naylor, on the South by a tract of land designated Tract B on said Winston Associates, Inc. plat Number 95088 and on the West by the East Frontage Road of Interstate 25. Said Tract being more particularly described as follows:

Beginning at the New Mexico State "GOLF" Triangulation Station thence N59°35'35"E a distance of 5,089.29 feet to the TRUE POINT OF BEGINNING of this parcel. Thence S82°57'01"W a distance of 443.25. Thence N18°01'36" a distance of 144.63 feet; Thence N15°21'48" W a distance of 133.00 feet; Thence N15°28'10"W a distance of 185.01 feet; Thence S 75°23'05"E a distance 580.02 feet; Thence along a curve with radius of 318.10 feet, an arc of 32°39'08" to the right, and arc length of 181.28 feet, a chord bearing of N14°52'23"E and a chord distance of 178.84 feet to a Highway R/W marker. Thence N30°39'51"E a distance of 544.86 feet to a capped 5/8" rebar found in place; Thence leaving said E'ly R/W line and following along said property belonging now or formerly to George Lyster S59°14'00"E a distance of 660.21 feet to a metal fence post; Thence N30°38'39" a distance of 660.00 feet; Thence along said property belonging now or formerly to Clyde Pickett S 59°13'04"E a distance of 839.20 feet to a capped 5/8" rebar found in place at the NE'ly most corner of this tract; Thence along said property belonging now or formerly to Laura Naylor S 00°03'17"E a distance of 1,456.20 feet to a capped 5/8" rebar set at the SE'ly most corner of this tract; Thence N77°33'37"W a distance of 1,486.83 feet to a capped 5/8 rebar set; Thence N01°59'17"W a distance of 400.00 feet; Thence N 83°55'30"W a distance of 478.82 feet to the TRUE POINT OF BEGINNING of this tract containing 59.754 acres more or less.

5. The boundary survey plat prepared by Winston & Associates, LLC showing the external boundaries of the territory proposed to be annexed and the relationship to the

territory proposed to the existing boundaries of the City of Las Vegas, reflects the intent of this action.

6. That a copy of the ORDINANCE together with a copy of the plat showing the property being annexed shall be filed with the office of the County Clerk of San Miguel County, New Mexico, thereafter the described property shall be within the municipal boundaries of the municipality.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2011

ATTEST:

MAYOR, ALFONSO E. ORTIZ JR

CASANDRA FRESQUEZ, CITY CLERK

REVIEWED AND APPROVED AS TO FORM
DAVID ROMERO, CITY ATTORNEY

Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Tonita Gurule-Giroń	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

7. Conduct a Public Hearing and Approval/Disapproval of application to rezone Solid Waste Transfer Station to conform with the existing one; Ordinance # 11-01.

Councilor Feldman moved to go into Public Hearing. Councilor Moore seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Diane Moore	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

City Attorney Dave Romero swore in those who would be speaking on the issue to include Community Development Director Elmer Martinez.

Community Development Director Martinez stated that with the action taken to annex the solid waste transfer station, the property is automatically zoned as Residential Agricultural and needs to be rezoned to Heavy Industrial to conform and meet the existing use as listed in the Record Proper submitted with the previous business item.

Councilor Feldman moved to accept Record Proper. Councilor Moore seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Diane Moore	Yes	Tonita Gurule-Giroń	Yes
Andrew Feldman	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Feldman moved to Close Public Hearing. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Andrew Feldman	Yes	Tonita Gurule-Giroń	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Councilor Moore moved to approve Ordinance 11-01 application to rezone Solid Waste Transfer Station to conform with the existing one. Councilor Feldman seconded the motion.

Ordinance 11-01 was presented as follows:

CITY OF LAS VEGAS, CITY COUNCIL
ORDINANCE NO. 11-01

AN ORDINANCE GRANTING AN AMENDMENT TO THE OFFICIAL ZONING MAP FROM AN R-A TO AN M-2 HEAVY MANUFACTURING ZONE FOR PROPERTY LOCATED AT 35 ARAGON ROAD AND KNOWN AS THE CITY OF LAS VEGAS TRANSFER STATION SITE

WHEREAS, the City of Las Vegas a Municipal Corporation as a result of a petition of annexation granted for the incorporation of the City of Las Vegas Transfer Station site have applied for an amendment to the official zoning map for said property located at 35 Aragon Road pursuant to provisions of the Las Vegas City Zoning Ordinance, and;

WHEREAS, the City Of Las Vegas Planning and Zoning Commission conducted a public hearing on December 13, 2010, wherein after hearing public

testimony the Planning and Zoning Commission are recommended to the City Council that the amendment to the official zoning map be granted, and;

WHEREAS, the Governing Body of the City of Las Vegas on January 5, 2011 conducted a public hearing,

NOW, THEREFORE BE IT ORDAINED that the Governing Body of the City of Las Vegas, New Mexico, hereby GRANTS the amendment to the official zoning map from an R-A Residential Agricultural Zone to an M-2 Heavy Manufacturing Zone for the property located at 35 Aragon Road and hereby adopts the following findings of fact and makes the following Conclusions of Law and Decision:

1. That boundaries of the zones established by the City's Ordinances, the classification of property herein, or other provisions of said Ordinance may be amended whenever public necessity, convenience, or general welfare require.
2. That the granting of the zone change is in general conformance with the City of Las Vegas Master Plan.
3. That the project does not jeopardize the health, safety, or welfare of the public.
4. That the Planning & Zoning Commission's Findings of Fact and Conclusions of Law-Decision No. 12-13-10 are adopted in their entirety
5. The M-2 Heavy Manufacturing Zone is consistent with the City's current use of the property.

PASSED, APPROVED AND ADOPTED THIS 5th DAY OF JANUARY 2011.

Mayor, Alfonso E. Ortiz Jr.

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

David Romero, City Attorney

Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Andrew Feldman	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

COUNCILORS REPORTS

Councilor Feldman pointed out that possibly the City could borrow some of the philosophy behind the business accounting methods and apply them to our fund balance government accounting process; for example implementation of deficiencies by continuing to go green. One idea would be solar thermal collectors for the swimming pool. Councilor Feldman added that by focusing on saving money and reinvesting as they do in business accounting philosophy, we invest in our community.

Councilor Feldman reported that every time he takes trash out to the transfer station, he takes a broom and a magnet as there are so many nails.

Councilor Gurule-Giroń reported she received a call from Mark Feedman stating he requested a report from the City and had not received it, after contacting the City Attorney, he did provide it to Mr. Feedman. Councilor Gurule-Giroń concluded her report by thanking Public Works, Utilities and Community Development for addressing her concerns.

Mayor Ortiz, Jr. stated to let the record show that the Romero's were missed this evening as they attend every Council Meeting.

EXECUTIVE SESSION/CLOSED SESSION

There were no items for discussion in Executive Session.

ADJOURN

Councilor Feldman moved to adjourn. Councilor Gurule-Giroń seconded the motion. Mayor Ortiz, Jr. asked for roll call vote. Roll Call Vote was taken and reflected the following:

Tonita Gurule-Giroń	Yes	Andrew Feldman	Yes
Diane Moore	Yes	David Romero	Absent

City Clerk Fresquez re-read the motion and advised that the motion carried.

Mayor Alfonso E. Ortiz, Jr.

ATTEST:

Casandra Fresquez, City Clerk

**GENERAL FUND REVENUE COMPARISON
THRU MONTH OF DECEMBER 2010 - 50% OF YEAR LAPSED
FISCAL YEAR 2011**

Total Budget to Actual Comparison

	A	B	C	D	E	F	G
	FY 2010	FY 2011	FY 2011	FY 2010	FY 2011	(E/C)	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	YTD - ACTUAL	YTD - ACTUAL	%	FY 2011
						YTD - BDGT	% REV
PROPERTY TAX	1,165,924	1,234,041	617,016	441,472	402,841	65%	33%
GROSS RECEIPT TAX 1.225	3,650,000	3,467,500	1,733,748	1,823,857	1,886,138	109%	54%
FRANCHISE TAX	800,000	800,000	399,996	415,623	311,058	78%	39%
GROSS RECEIPT TAX .75	2,420,000	2,299,000	1,149,498	1,215,489	1,239,409	108%	54%
1/8 INFRASTRUCTURE	367,000	348,650	174,324	181,099	186,667	107%	54%
GRT .25 (JAN 2011)	-	300,000	-	-	-	0%	0%
LICENSE & FEES	82,000	85,000	42,486	17,795	21,577	51%	25%
INTERGOVERNMENTAL	165,110	123,081	55,327	52,442	53,809	97%	44%
LOCAL-FINES	95,000	98,000	48,990	53,469	44,931	92%	46%
LOCAL-MISC	1,964,276	1,974,745	987,348	943,607	915,687	93%	46%
TOTAL	10,709,310	10,730,017	5,208,733	5,144,853	5,062,117	97%	47%

(License & Fees- Business Licenses, Liquor Licenses, Dog Licenses, and Building Permits)

(Local Fines- Library Fines, Traffic Safety Fines)

**GENERAL FUND EXPENDITURE COMPARISON
THRU MONTH OF DECEMBER 2010 - 50% OF YEAR LAPSED**

Total Budget to Actual Comparison

	A	B	C	D	E	F	G	H
	FY 2010	FY 2011	FY 2011	FY 2010	FY 2011	FY 2011	(E/C)	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	YTD - ACTUAL	YTD - ACTUAL	AVAIL. BAL.	%	%
						YTD - BDGT	YTD - BDGT	BDGT
JUDICIAL	287,246	280,058	139,968	146,276	129,523	150,535	93%	46%
EXECUTIVE	436,937	362,849	181,368	266,888	173,682	189,167	96%	48%
ADMINISTRATION	258,068	215,764	107,826	77,023	94,726	121,038	88%	44%
CITY ATTORNEY	193,622	227,021	111,966	107,321	97,356	129,665	87%	43%
PERSONNEL/HR	199,821	243,987	121,908	92,570	111,311	132,676	91%	46%
FINANCE	635,842	523,271	261,570	312,534	282,122	241,149	108%	54%
COMMUNITY DEV.	638,949	613,512	306,701	267,355	285,963	327,549	93%	47%
POLICE	3,677,230	3,705,435	1,846,387	1,713,226	1,770,531	1,934,904	96%	48%
CODE ENFORCEMENT	0	136,947	48,036	0	46,798	90,149	97%	34%
ANIMAL SHELTER	210,931	130,056	64,950	88,547	52,917	77,139	81%	41%
FIRE	1,184,069	1,193,267	589,344	537,560	575,838	617,429	98%	48%
PUBLIC WORKS	876,351	765,435	382,626	398,313	424,322	341,113	111%	55%
PARKS	163,023	151,281	75,588	56,272	118,810	32,471	157%	79%
LIBRARY	235,524	231,624	115,758	151,261	96,440	135,184	83%	42%
MUSEUM	118,412	118,022	58,938	57,333	54,449	63,573	92%	46%
GENERAL SERVICES	1,897,454	1,920,100	898,038	1,214,977	773,663	1,146,437	86%	40%
TOTAL	11,013,479	10,818,629	5,310,972	5,487,456	5,088,451	5,730,178	96%	47%

GENERAL FUND FY 2011
THREE MONTH Y-T-D REVENUE COMPARISON
FOR THE MONTHS OCTOBER THRU DECEMBER 2010

	OCTOBER		NOVEMBER		DECEMBER	
	FY 2010	FY 2011	FY 2010	FY 2011	FY 2010	FY 2011
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
PROPERTY TAX	111,665	83,649	127,644	103,471	441,472	402,841
GROSS RECEIPT TAX 1.225	1,207,584	1,275,378	1,507,567	1,578,011	1,823,857	1,886,138
FRANCHISE TAX	290,703	201,187	334,265	263,927	415,623	311,058
GROSS RECEIPT TAX .75	804,800	838,300	1,004,722	1,037,035	1,215,489	1,239,409
1/8 INFRASTRUCTURE	119,920	126,198	149,675	156,146	181,099	186,667
GRT .25 (JAN. 2011)	-	-	-	-	-	-
LICENSE & FEES	14,080	9,345	16,723	20,471	17,795	21,577
INTERGOVERNMENTAL	29,644	41,334	38,134	49,598	52,442	53,809
LOCAL-FINES	36,732	24,134	36,878	24,298	53,469	44,931
LOCAL-MISC	632,828	594,174	789,909	768,554	943,607	915,687
TOTAL	3,247,956	3,193,699	4,005,517	4,001,511	5,144,853	5,062,117

GENERAL FUND
THREE MONTH Y-T-D EXPENDITURE COMPARISON
FOR THE MONTHS OCTOBER THRU DECEMBER 2010

	OCTOBER		NOVEMBER		DECEMBER	
	FY 2010	FY 2011	FY 2010	FY 2011	FY 2010	FY 2011
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
JUDICIAL	108,886	92,652	127,093	111,001	146,276	129,523
EXECUTIVE	193,751	124,274	227,055	149,372	266,888	173,682
ADMINISTRATION	50,849	65,807	59,159	80,072	77,023	94,726
CITY ATTORNEY	78,448	67,592	91,837	81,536	107,321	97,356
PERSONNEL/HR	61,094	78,058	72,779	93,738	92,570	111,311
FINANCE	230,502	195,076	268,379	238,486	312,534	282,122
COMMUNITY DEV.	192,378	203,395	228,165	242,263	267,355	285,963
POLICE	1,221,265	1,277,533	1,475,180	1,518,528	1,713,226	1,770,531
CODE ENFORCEMENT	0	33,744	0	40,005	0	46,798
ANIMAL SHELTER	64,472	39,531	76,695	45,194	88,547	52,917
FIRE	375,089	399,281	456,843	487,717	537,560	575,838
PUBLIC WORKS	284,184	313,864	335,172	362,349	398,313	424,322
PARKS	43,129	95,997	49,657	113,124	56,272	118,810
LIBRARY	108,381	65,925	128,940	79,254	151,261	96,440
MUSEUM	38,928	36,907	49,805	46,623	57,333	54,449
GENERAL SERVICES	1,031,166	674,425	1,081,775	678,156	1,214,977	773,663
TOTAL	4,082,522	3,764,061	4,728,534	4,367,418	5,487,456	5,088,451

*Notes: Amounts shown reflect actual expenditures only and do not include encumbrances.

**ENTERPRISE FUNDS-REVENUE COMPARISON
THRU MONTH OF DECEMBER - 50% YEAR LAPSED
FISCAL YEAR 2011**

	<u>Total Budget to Actual Comparison</u>						
	A	B	C	D	E	F	G
	FY 2010 BUDGET	FY 2011 BUDGET	FY 2011 YTD - BUDGET	FY 2010 ACTUAL	FY 2011 YTD - ACTUAL	(E/C) %	(E/B) %
WASTE WATER (610)	2,469,400	2,437,150	1,218,564	1,513,403	1,135,946	93%	47%
NATURAL GAS (620)	9,322,100	7,656,500	3,828,246	3,289,654	1,762,217	46%	23%
SOLID WASTE (630)	2,364,500	2,455,550	1,227,768	1,150,459	1,178,272	96%	48%
WATER (640)	3,510,000	3,581,344	1,790,658	2,056,413	1,808,134	101%	50%
<i>Total of Enterprise Funds</i>	17,666,000	16,130,544	8,065,236	8,009,929	5,884,569	73%	36%

**ENTERPRISE FUNDS-EXPENDITURES COMPARISON
THRU MONTH OF DECEMBER - 50% YEAR LAPSED
FISCAL YEAR 2011**

	<u>Budget to</u>							
	A	B	C	D	E	F	G	H
	FY 2010 BUDGET	FY 2011 BUDGET	FY 2011 YTD - BUDGET	FY 2010 ACTUAL	FY 2011 YTD - ACTUAL	FY 2011 AVAIL. BAL.	(E/C) %	(E/B) %
WASTE WATER(610)	3,103,063	2,645,772	1,322,742	1,524,437	1,106,299	1,539,473	84%	42%
NATURAL GAS (620)	9,672,573	8,224,217	4,112,004	2,364,879	2,117,504	6,106,713	51%	26%
SOLID WASTE (630)	2,426,500	2,685,658	1,233,053	1,248,613	1,432,109	1,253,549	116%	53%
WATER (640)	4,781,120	4,688,199	2,343,978	2,064,185	2,175,453	2,512,746	93%	46%
<i>Total of Enterprise Funds</i>	19,983,256	18,243,846	9,011,777	7,202,114	6,831,365	11,412,481	76%	37%

ENTERPRISE FUNDS
THREE MONTH REVENUE COMPARISON
FOR THE MONTHS OF OCTOBER THRU DECEMBER

	OCTOBER		NOVEMBER		DECEMBER	
	FY 2010	FY 2011	FY 2010	FY 2011	FY 2010	FY 2011
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
WASTE WATER	901,083	800,043	1,061,218	973,980	1,513,403	1,135,946
GAS	1,142,503	698,063	1,702,346	1,038,856	3,289,654	1,762,217
SOLID WASTE	772,378	773,277	960,891	976,196	1,150,459	1,178,272
WATER	1,249,988	1,227,142	1,490,808	1,525,049	2,056,413	1,808,134
TOTAL	4,065,952	3,498,525	5,215,263	4,514,081	8,009,929	5,884,569

ENTERPRISE FUNDS
THREE MONTH REVENUE COMPARISON
FOR THE MONTHS OF OCTOBER THRU DECEMBER

	OCTOBER		NOVEMBER		DECEMBER	
	FY 2010	FY 2011	FY 2010	FY 2011	FY 2010	FY 2011
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
WASTE WATER	1,042,155	866,187	1,298,593	988,740	1,524,437	1,106,299
GAS	1,326,662	1,123,256	1,792,861	1,504,840	2,364,879	2,117,504
SOLID WASTE	837,843	994,162	1,001,010	1,211,119	1,248,613	1,432,109
WATER	1,423,912	1,436,039	1,717,687	1,813,660	2,064,185	2,175,453
TOTAL	4,630,572	4,419,644	5,810,151	5,518,359	7,202,114	6,831,365

*Note: Amounts shown reflect actual expenditures only and do not include encumbrances.

**RECREATION DEPARTMENT-REVENUE COMPARISON
THRU MONTH OF DECEMBER 2010 - 50% OF YEAR LAPSED
FISCAL YEAR 2011**

	A	B	C	D	E	F	G
	FY 2010	FY 2011	FY 2011	FY 2010	FY 2011	(E/C)	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	ACTUAL	YTD - ACTUAL	%	% REV
RECREATION-TAXES (Cig)	12,500	0	0	5,442		#DIV/0!	#DIV/0!
RECREATION-OTHER	291,500	221,150	110,538	88,101	103,809	94%	47%
GEN FUND TRANSFER	315,000	500,000	249,996	157,500	249,996	100%	50%
TOTAL	619,000	721,150	360,534	251,043	353,805	98%	49%

**RECREATION DEPARTMENT- EXPENDITURE COMPARISON
THRU MONTH OF DECEMBER 2010 - 50% OF YEAR LAPSED**

	A	B	C	D	E	F	G	H
	FY 2010	FY 2011	FY 2011	FY 2010	FY 2011	FY 2011	(E/C)	(E/B)
	BUDGET	BUDGET	YTD - BUDGET	ACTUAL	YTD - ACTUAL	AVAIL. BAL.	%	%
EMPLOYEE EXP.	665,165	616,284	307,908	325,370	282,408	333,876	92%	46%
OPERATING EXP.	99,950	93,000	47,740	70,326	48,290	44,710	101%	52%
CAPITAL OUTLAY	2,400	6,000	1,868	501	869	5,131	47%	14%
TOTAL	767,515	715,284	357,516	396,197	331,567	383,717	93%	46%

RECREATION FUND
THREE MONTH REVENUE COMPARISON
FOR THE MONTHS OF OCTOBER THRU DECEMBER

	OCTOBER		NOVEMBER		DECEMBER	
	FY 2010	FY 2011	FY 2010	FY 2011	FY 2010	FY 2011
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
RECREATION-TAXES	4,331		5,442		5,442	
RECREATION-OTHER	55,740	63,293	75,567	87,669	88,101	103,809
GEN FUND TRANSFER	105,000	166,664	131,250	208,330	157,500	249,996
TOTAL	60,071	63,293	81,009	87,669	93,543	103,809

RECREATION FUND
THREE MONTH REVENUE COMPARISON
FOR THE MONTHS OF OCTOBER THRU DECEMBER

	OCTOBER		NOVEMBER		DECEMBER	
	FY 2010	FY 2011	FY 2010	FY 2011	FY 2010	FY 2011
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
EMPLOYEE EXP.	234,998	209,531	280,256	246,281	325,370	282,408
OPERATING EXP.	46,805	34,659	59,877	39,121	70,326	48,290
CAPITAL OUTLAY	501	869	501	869	501	869
TOTAL	282,304	245,059	340,634	286,271	396,197	331,567

*Note: Amounts shown reflect actual expenditures only and do not include encumbrances.

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 1-7-11 DEPT: Police Department MEETING DATE: 1-26-11

ITEM/TOPIC: Appointment of Police Chief.

ACTION REQUESTED OF COUNCIL: Confirmation of appointment .

BACKGROUND/RATIONALE: Currently the position of Police Chief is vacant. At this time we are recommending to fill the position of Police Chief.

STAFF RECOMMENDATION:

Recommend approval to appoint Police Chief.

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

SUBMITTER'S SIGNATURE
Interim Chief Christian Montaña

REVIEWED AND APPROVED BY:



ALFONSO E. ORTIZ, JR.
MAYOR

PAMELA MARRUJO
INTERIM FINANCE DIRECTOR



TIMOTHY P. DODGE
CITY MANAGER

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO
CITY ATTORNEY

Approved as to Legal Sufficiency Only

(If Box is initialed by City Mngr., Review and Sign)

CITY COUNCIL MEETING AGENDA REQUEST

DATE: January 6, 2011 DEPT: Fire MEETING DATE: January 26th 10, 2011

ITEM/TOPIC:

Resolution No. 11-05 to donate excess property to Sheridan Volunteer Fire Department

ACTION REQUESTED OF COUNCIL:

Approval or disapproval to adopt Resolution No. 11-05

BACKGROUND/RATIONALE:

Please see attached resolution

STAFF RECOMMENDATION: Adoption of Resolution No. 11-05

COMMITTEE RECOMMENDATION: Will be presented during the January 10, 2011 Public Safety Committee Meeting

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK NO LATER THAN 5:00 P.M. ON THE MONDAY OF THE WEEK PRIOR TO THE CITY COUNCIL MEETING.

REVIEWED AND APPROVED BY:



ALFONSO E. ORTIZ, JR.,
MAYOR



TIMOTHY P. DODGE,
CITY MANAGER



SUBMITTER'S SIGNATURE

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO,
CITY ATTORNEY

Approved as to Legal Sufficiency Only

Approved to form 4-1-2009

CITY OF LAS VEGAS

RESOLUTION NUMBER: 11-05

A RESOLUTION DONATING CERTAIN PROPERTY OF THE CITY OF LAS VEGAS BY RENDERING AID TO SHERIDAN VOLUNTEER FIRE DEPARTMENT AND DIRECTING THE CITY OF LAS VEGAS FIRE DEPARTMENT TO DONATE SAID PROPERTY TO THE COUNTY OF SAN MIGUEL FIRE MARSHAL'S OFFICE TO BE USED BY SHERIDAN VOLUNTEER FIRE DEPARTMENT.

WHEREAS, the City of Las Vegas wishes to render aid to the Sheridan Volunteer Fire Department through the County of San Miguel, by donating its fire equipment, described as follows:

1. One (1) 1993 Freightliner Rescue Unit Vin #1FV36FAC1PL455733

WHEREAS, the following described item is property, which is excess and not needed for any essential government function, it is no longer being used by the City of Las Vegas Fire Department.

WHEREAS, when this property is donated to another agency, it shall be understood that the property listed below **may or may not** meet current standards. The City of Las Vegas shall not be responsible for any cost associated with bringing said equipment up to standards, and the City of Las Vegas shall be released from any liability associated with this equipment.

WHEREAS, the receiving agency accepts this equipment on an "AS IS" basis, and accepts any and all cost associated with bringing said equipment up to standards prior to placing equipment in to service.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, that the above described item belonging to the City of Las Vegas Fire Department is hereby declared excess property and not needed for any City purpose of function and that said personal property should be donated.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2011.

CITY OF LAS VEGAS:

Alfonso E. Ortiz, Jr., Mayor

ATTEST:

Casandra Fresquez, City Clerk

Timothy P. Dodge, City Manager

Approved as to Legal Sufficiency Only

Dave Romero, City Attorney

San Miguel County Fire Department

Sheridan Fire District
15 Ojitos Frios Rd.
Las Vegas, NM 87701
(505) 425-7729
(505) 425-5156 fax

13 October 2010

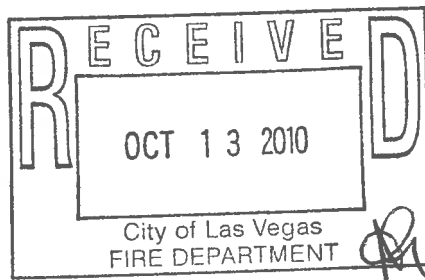
City of Las Vegas Fire Department
Chief Phil Mares
604 Legion Ave
Las Vegas, NM 87701

Dear Chief Mares,

The Sheridan Fire District is starting out from scratch in rebuilding our department. I have recently taken over as Chief, and trying to completely work from the ground up. We are very limited in available equipment we have. I am asking for any and all help from the neighboring fire departments to acquire any equipment that may be available to be donated. The Sheridan Fire District has a large stretch of I-25 and US Highway 84, covering approximately 40 plus miles of our response district. We also have the BNSF railway, a gas pipeline and the Giant gas station inside of our district. We have the emergent need for a medium or heavy duty rescue truck, which we would equip for response to motor vehicle crashes, hazardous material incidents and in the near future, emergency medical responses. Currently, we are utilizing our Class A engine as our primary response to all hazards. I am asking if there is a possibility that your department may be able to donate or help me to acquire a rescue truck to accomplish this part of our mission. Any help would be greatly appreciated. If you have any question or information, feel free to contact me at (505) 426-5338. Again, thank you for all your support.

Respectfully,

Arthur Atencio
Chief





Fire Division
Russell Pacheco, Fire Chief

David R. Salazar
Chairman-District 4

June J. Garcia
Vice-Chairman-District 1

Marcellino A. Ortiz
Commissioner-District 2

Albert J. Padilla
Commissioner-District 3

Nicolas C. Leger
Commissioner-District 5

Les W. J. Montoya
County Manager

Phillip Mares,
Fire Chief, Las Vegas

RE: Medium Rescue

Date: January 3, 2010

Chief Mares,

This letter is in reference of a medium duty rescue unit your fire department might be able to surplus and the Sheridan Fire Chief is interested and has great need for a rescue unit. I would like to inform you that your assistance to this fire district is greatly appreciated and the unit will be placed in use solely for the Sheridan Fire District for Emergency Response.

Thanks,



CITY COUNCIL MEETING AGENDA REQUEST

DATE: 1/21/2011 DEPT: Human Resource MEETING DATE: 1/26/2011

ITEM/TOPIC:

New / Revised Job Descriptions for Recycling Coordinator for the Solid Waste Department; Utilities Technical Assistant & Transfer Station Operator

ACTION REQUESTED OF COUNCIL:

Approve / Disapprove of New / Revised Job Descriptions for Recycling Coordinator; Utilities Technical Assistant & Transfer Station Operator.

BACKGROUND/RATIONALE:

New / revised job descriptions to complement pay plan and organizational chart

STAFF RECOMMENDATION:

Consider approval of new and revised job description.

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.



SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:



ALFONSO E. ORTIZ, JR.
MAYOR



TIMOTHY P. DODGE
CITY MANAGER

PAMELA MARRUJO
INTERIM FINANCE DIRECTOR

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO
CITY ATTORNEY

Approved as to Legal Sufficiency Only

(If Box is initialed by City Mngr., Review and Sign)

City of Las Vegas Job Description

JOB TITLE: Recycling Coordinator **JOB CODE:** 1336

PAY GRADE: 28 As Per Current Plan - 2010

DEPARTMENT: Solid Waste

DIVISION: Utilities

SUPERVISION RECEIVED: Receives general and indirect supervision from the Solid Waste Manager or Utilities Director.

SUPERVISION GIVEN: Provides supervision of recycling and facility operating staff.

PURPOSE AND NATURE OF THE JOB

The purpose of the position is to plan, coordinate and supervise various recycling programs, ensuring compliance with all applicable laws, environmental regulations and safety standards; and perform administrative and other supervisory work as required. This position plans, organizes and implements programs within major organizational policies; and reports program progress to Utilities and City Management. Supervision includes Recycling and KAB programs including but not limited to recyclables pickup and drop-off programs and recycling facilities. Coordinates and communicates with a variety of individuals to carry out recycling activities.

DESCRIPTION OF TASKS PERFORMED

- Promotes excellent customer services; incorporates customer service into employees' overall responsibilities.
- Supervises assigned staff; supervisory duties include planning, scheduling, instructing, assigning, and reviewing the work of others; maintaining standards; providing recommendations as appropriate; coordinating activities; interviewing and recommending selection of new employees; training employees; appraising performance of employees; addressing complaints and resolving problems.
- Works within approved budget develops and implements cost saving measures; conserves organizational resources.
- Assists in the preparation of the annual budget including capital improvement projects, capital outlay, revenue projections, and performance measurements.
- Ensures compliance with procurement process for requisitions and purchase orders; participates in selection committees for request for proposals.
- Reviews request for payments submitted by consultants and contractors for work performed.
- Identifies, develops and implements recycling projects; coordinates external consultants and contractors related to assigned projects.
- Identifies and secures end markets for recyclables.

- Receives, investigates, and resolves Customer complaints attributed to recycling collection practices.
- Interprets and explains policies, procedures, requirements and programs to Customers.
- Coordinates the distribution of recycling information.
- Develops and maintains weekly and monthly production reports.
- Researches and obtains available grant funding for special programs and projects.
- Prepares, performs, and implements facility maintenance procedures and programs. Coordinates the repair and maintenance of heavy equipment.
- Monitors compliance with best practices for recycling collection.
- May be required to gather, prepare, and present information to the governing body and other community groups.
- Maybe required to attend council meetings as required.
- Should be reachable by phone after hours.
- Performs other duties as assigned or required.

DESCRIPTION OF MACHINES, TOOLS, EQUIPMENT, WORK AIDS USED

Office and Computer equipment, hand tools, hoe, pitch fork, rakes, shovel, post hole digger, broom, push broom, axe, tree trimmers, hedge cutters, chain saws, hand saws, weed swingers, sledge hammers, wire cutters, drills, ropes, steel toe boots and chains are required in some instances.

DESCRIPTION OF MATERIALS AND/OR PRODUCTS HANDLED

Cleaning solvents, oil, lubricators, all types of trash and debris, paper, metal, wood, branches, gasoline, diesel fuels, paints, etc.

GENERAL EDUCATION REQUIREMENTS

High School Diploma or Equivalent. Minimum of two (2) years of post secondary education in the post secondary education or a five (5) years of related work experience in a similar position. Must acquire and maintain all transfer station and recycling operator certifications as required by the NMED.

SPECIAL VOCATIONAL REQUIREMENTS

LICENSE:

Valid New Mexico drivers license, exceptional driving record. Must be insurable by the City's insurance carrier. Required to drive or operate automobiles, pick-up trucks, service vehicles, bobcat, loader, cardboard bailer, tire bailer, multi-purpose bailer, mulching equipment and packer truck.

EXPERIENCE:

A minimum of two years directly related experience.

SKILLS:

Ability to understand and follow oral or written instructions. Ability to establish and maintain effective working relationship with supervisors and other employees and to deal with the public in a pleasant, courteous, and tactful manner. Ability to perform heavy manual work. Ability to operate various hand controls.

KNOWLEDGE:

Knowledge of New Mexico solid waste regulations and recycling best practices. Must be knowledgeable of all types of mechanical maintenance and upkeep equipment for service vehicles, including tire changing, hydraulics, pressure hoses, inflators, jacks. Must have full knowledge of the operation devices in the truck and compactor. Complete knowledge of the operation and maintenance of garbage trucks. Knowledge of the occupational hazards involved and the safety precautions of the work.

WORK ENVIRONMENT:

Work is performed both outdoors and in office locations, generally 50% of the time outdoors and 50% in the office, working surface is on concrete, asphalt and dirt areas, work is performed in all types of inclement weather conditions. Some travel may be required. Operates city vehicles and heavy equipment. Occasionally may be required to work beyond normal work day to complete assignments as directed by the Solid Waste Manager.

Physical Requirements: Mobility Factors: Walk 33%, Climb Steps 5% Primary Work Position: Stand 20%, Sit 80%

SPECIFIC MOVEMENTS

- Truck:** Bends frequently
- Arms:** Reaches, extends to vehicle/equipment compartment and/or dash boards. Carries objects weighing 100 lbs. and over, (3 yard bins, 1 1/2 yard bins, white goods, approximately five feet) occasionally.
- Legs:** Bends, walks and kneels
- Hands:** Gross dexterity, occasionally; Grasp/manipulate, frequent; Speed required, often; Bilateral coordination, frequent; Continuous eye/hand coordination.

Reviewed by Human Resources: _____

DESCRIPTION APPROVED AND ADOPTED BY COUNCIL ON _____

CITY MANAGER

DATE

EMPLOYEE

DATE

kg/tdmJan2011

City of Las Vegas Job Description

JOB TITLE: Transfer Station Operator **JOB CODE:** 1335

PAY GRADE: 6 Per Current Pay Plan - 2010

DEPARTMENT: Solid Waste

DIVISION:

SUPERVISION RECEIVED: Performs under the direct supervision of the Solid Waste Director, Solid Waste Foreman, Administrative Supervisor and/or Designee.

SUPERVISION GIVEN: None

PURPOSE AND NATURE OF THE JOB

Performs daily duties associated with the operation of the Solid Waste Transfer Station Recycling Facility related to billing and or collection of revenues. Develops schedules for transportation, sales and route for recycling collection. Maintains all level of communication with the community and the K.A.B. Coordinator in regards to recycling activities.

DESCRIPTION OF TASKS PERFORMED

- Operates devices necessary for proper compaction and disposal of refuse. This involves operating controls with both hands inside and/or outside of the unit.
- Performs daily maintenance check on all fluids and working parts of vehicles.
- Records maintenance completed in log book.
- Must perform required preventive maintenance.
- Must also assist in replacement of tires.
- Checks under hood for fluid levels, and wiring.
- Checks under vehicle to visibly examine for fluid leaks, loose cables, ruptures in the gas tanks, hydraulic tanks, engine oil encasement, or the body.
- Identifies and consults with supervisor on discrepancies in route scheduling, safety, delay, mechanical failure of assigned vehicle, excess accumulation of trash at container location.
- Must assist manually in pick up of excess trash when a mechanical breakdown of equipment has caused delays in service.
- Cleans out packer body at days end and lubricates the floor rail, removes excess debris along the rail and channel and the packer body.
- Washes the interior and exterior of truck.
- Examines truck and packer body, on, over, and under for cracks, loose bolts, nuts.
- Driver will be required to climb ladder in order to inspect top of packer body.
- Manually maneuvers trash bins that are overturned.
- Replaces head lamps and tail lamps when necessary.

Transfer Station Operator

- May be required to transit in presentation, gathering information for the governing body.
- Maybe required to attend council meetings as required.
- Should be reachable by phone after hours.
- Performs other duties as assigned or required.

DESCRIPTION OF MACHINES, TOOLS, EQUIPMENT, WORK AIDS USED

Hand tools, hoe, pitch fork, rakes, shovel, post hole digger, broom, push broom, axe, tree trimmers, hedge cutters, chain saws, hand saws, weed swingers, sledge hammers, wire cutters, drills, ropes, steel toe boots and chains are required in some instances.

DESCRIPTION OF MATERIALS AND/OR PRODUCTS HANDLED

Cleaning solvents, oil, lubricators, all types of trash and debris, paper, metal, wood, branches, gasoline, diesel fuels, paints, etc.

GENERAL EDUCATION REQUIREMENTS

High School Diploma or Equivalent. Must acquire and maintain all certifications as required by the MNED for this position

SPECIAL VOCATIONAL REQUIREMENTS

LICENSE:

Valid New Mexico drivers license, exceptional driving record. Must be insurable by the City's insurance carrier. Required to drive or operate automobiles, pick up trucks, service vehicles, bobcat, loader, cardboard bailer, tire bailer, multi-purpose bailer, mulching equipment and packer truck.

EXPERIENCE:

Some experience in performing heavy manual work.

SKILLS:

Ability to understand and follow oral or written instructions. Ability to establish and maintain effective working relationship with supervisors and other employees and to deal with the public in a pleasant, courteous, and tactful manner. Ability to perform heavy manual work. Ability to operate various hand controls.

KNOWLEDGE:

Knowledge of New Mexico traffic regulations. Must be knowledgeable of all types of mechanical maintenance and upkeep equipment for service vehicles, including tire changing, hydraulics, pressure hoses, inflators, jacks. Must have full knowledge of the

operation devices in the truck and compactor. Complete knowledge of the operation and maintenance of garbage trucks. Knowledge of the occupational hazards involved and the safety precautions of the work. Knowledge of the street system of the City of Las Vegas.

WORK ENVIRONMENT:

Work is performed primarily outdoors at work site locations about 95% of the time and 5% in the office, working surface is on concrete, asphalt and dirt areas, work is performed in all types of inclement weather conditions. Some travel may be required. Operates City vehicles and heavy equipment. Occasionally may be required to work beyond normal work day to complete assignments as directed by the Solid Waste Director.

Physical Requirements: Mobility Factors: Walk 33%, Climb Steps 5% Primary Work Position: Stand 20%, Sit 80%

SPECIFIC MOVEMENTS

- Truck:** Bends frequently
- Arms:** Reaches, extends to vehicle/equipment compartment and/or dash boards. Carries objects weighing 100 lbs. and over, (3 yard bins, 1 1/2 yard bins, white goods, approximately five feet) occasionally.
- Legs:** Bends, walks and kneels
- Hands:** Gross dexterity, occasionally; Grasp/manipulate, frequent; Speed required, often; Bilateral coordination, frequent; Continuous eye/hand coordination.

Reviewed by Human Resources: _____

DESCRIPTION APPROVED AND ADOPTED BY COUNCIL ON _____

CITY MANAGER	DATE	EMPLOYEE	DATE
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City of Las Vegas Job Description

JOB TITLE: Utilities Technical Assistant **JOB CODE:** 1405

PAY GRADE: 33 As Per Current Pay Plan - 2010

DEPARTMENT: Water Plant

DIVISION: Utilities

SUPERVISION RECEIVED: Performs under the direction of the Water Director and/or the Water Operations Supervisor/Manager.

SUPERVISION GIVEN: None

PURPOSE AND NATURE OF THE JOB

This is a regular status position that provides administrative assistance to the Water Director and/or Water Operations Supervisor in the operation, maintenance and expansion of the City's Water System.

DESCRIPTION OF TASKS PERFORMED

- Frequently communicates in writing and verbally with customers, city personnel, outside agencies and/or other utilities for purposes of assistance, information gathering and departmental support.
- Prepares, verifies and evaluates a wide variety of engineering drawings, charts, graphs and prints as required.
- May prepare and review routine customer or project-related contracts; perform field inspections to insure compliance with routine material, equipment contract or design specifications.
- Assists water operations personnel in establishing a system-maintenance program. Aids in establishing a readily assessable mapping system.
- Coordinates and/or inspects utility relocation/construction within right of way on state and local road construction projects.
- Assists filter plant supervisor in submitting reports.
- Assists the water conservation specialist as a public relations liaison.
- Assists the Water Operations Supervisor in the technical or construction area of expertise.

DESCRIPTION OF MACHINES, TOOLS, EQUIPMENT, WORK AIDS USED

Office equipment such as copiers, adding machines, calculators, typewriters, telephone equipment, computers, vest, two-way radios, hard hats, city vehicles.

GENERAL EDUCATION REQUIREMENTS

High school diploma or equivalent.

SPECIAL VOCATIONAL REQUIREMENTS

LICENSE:

Valid in New Mexico. Class D Driver's license with good driving record. Must be insurable by City's insurance carrier. Required to do occasional out-of-town travel, as well as travel within the City.

EXPERIENCE:

A minimum of six (6) years experience in the Water Utility Field, plus some construction and supervisory experience. A minimum of six (6) years in the engineering technical studies. (ICS courses) or training.

SKILLS:

Ability to create maintenance program, knowledge of mapping and symbology. Four years of drafting experience. Four years experience in engineering technician program, accounting and budgeting, strong background in utility engineering and construction design. Ability to work well with others. Basic computer skills and office equipment skills.

KNOWLEDGE:

Knowledge of all phases of the Water Operations. Knowledge of all federal, state and local laws pertaining to the operations of the water system. Knowledge of safety procedures relating to water division and ability to implement them.

PHYSICAL ABILITY REQUIREMENTS

O	OE	F	C
Occasional 33% of the time	Occasional Up to 33% of the time	Frequent 34-66% of the time	Continuous Over 66% of the time

II. FLEXIBILITY

1. Bending or twisting at the neck more than the average person is an occasional requirement of the job.
2. Bending or twisting the trunk more than the average person is an occasional requirement of the job.
3. Squatting/stooping/kneeling is an occasional requirement of the job.
4. Reaching above the head is non-applicable to the job.
5. Reaching forward is an occasional requirement of the job.
6. Repeating the same hand, arm, or finger motion many times is an occasional but essential requirement of the job.

III. ACTIVITIES

1. Climbing (on ladders, into large trucks, etc.) is an occasional but essential requirement of the job.
2. Hand-grip strength is an occasional requirement of the job.
3. Driving on the job is a frequent requirement of the job.
4. Typing non-stop is non-applicable to the job.

IV. USE OF ARMS AND HANDS

1. Manual dexterity is an occasional requirement of the job.
2. Finger dexterity is an occasional requirement of the job.

V. LIFTING

1. Lifting of items that weight between 10-25 lbs. and 26-59 lbs. is an occasional requirement of the job. This would be up to 33% of the time.
2. Lifting of items is from floor to waist.
3. Examples of items that weigh 26-50 lbs. are:
 - a) 6-inch valve
 - b) Tees
 - c) Pipe line fittings
 - d) Tamper
4. Examples of items that weight between 51-75 lbs and 76-90 lbs. are non-applicable to the job.

VI. PUSHING/PULLING

- a) Pushing/pulling of items that weigh between 25-50 lbs. and 50-75 lbs. is an occasional requirement of the job.
- b) Pushing/pulling of items that weigh between 75-90 lbs., and more than 90 lbs. is non-applicable to the job.
- c) Examples of items more than 50 lbs. that are pushed/pulled are:
 - A. Water pump
 - B. Tapping machine
- d) When pushing/pulling occurs, items are sometimes on wheels.
- e) Terrain items pushed/pulled on are:
 - a) Blacktop/paved road
 - b) Concrete
 - c) Other rough outdoor surfaces.

VII. WORKING CONDITIONS: Working conditions are the physical surroundings of an employee in a certain job.

1. Working inside is a frequent requirement of the job.
2. Working outside is an occasional but essential requirement of the job.
3. Working in temperatures below 32 degrees is an occasional requirement of the job.
4. Working in temperatures below 32 degrees is an occasional requirement of the job.
5. Walking on slippery surfaces is an occasional requirement of the job.
6. Being soaking wet is an occasional requirement of the job.

7. Working more than 6 feet off the ground is an occasional requirement of the job.
8. Working in confined spaces and/or cramped body positions is non-applicable to the job.
9. Working in loud-noise areas (where you have to raise your voice to be heard) is an occasional requirement of the job
10. Exposure to welding flash or microwaves while doing the job is non-applicable to the job.
11. Close exposure to VDTs, CRTs or UV rays (other than sunlight) is an occasional risk of the job.
12. Exposure to sunlight is an occasional requirement of the job.
13. Handling or being in machinery that is vibrating is an occasional requirement of the job.
14. Working where there are sudden temperature changes is non-applicable to the job.
15. Working where there are sudden changes in air pressure, or very high or low air pressure is non-applicable to the job.
16. Risk of getting a minor injury is occasional to the job.
17. Risk of being bitten by animals or insects is occasional to the job.
18. Risk of being bitten by animals or insects is occasional to the job.
19. Exposure to infection is non-applicable to the job.
20. Exposure to silica or asbestos dust (cement or concrete powder) is an occasional risk of the job.
21. Exposure to other types of dust, other than ordinary surface or household dust is non-applicable to the job.
22. Exposure to environmental allergens is an occasional risk of the job.
23. Exposure to x-rays or radioactive isotopes is an occasional risk of the job.
24. Contact with oils or other petroleum products is an occasional risk of the job.
25. Exposure to solvents, degreasers, pesticides, and/or herbicides is non-applicable to the job.
26. Exposure to gasses, fumes, sprays, etc. is an occasional risk of the job.
27. Meeting deadlines with severe time constraints is a frequent requirement of the job.
28. Interacting with the public, other workers, etc. is a frequent requirement of the job.
29. Irregular or extended work hours is a frequent requirement of the job.
30. Working alone is a frequent requirement of the job.
31. Direct responsibility for the safety, well being, or work output of other people is a continuous requirement of the job.
32. Multiple demands from several people is a continuous requirement of the job

IX. PHYSICAL ABILITIES/ACTIVITIES

- A. Physical abilities and activities are the physical activities and sensory perceptions that are essential to the job.

VISION

1. Seeing objects/persons at a distance is a frequent requirement of the job.
2. Seeing close work such as typed or handwritten material is a continuous requirement of the job.
3. Seeing able to tell differences among colors is a frequent requirement of the job.
4. Having very good depth perception is a frequent requirement of the job.

HEARING

1. Hearing conversation in a quiet environment is a continuous requirement of the job.
2. Hearing conversation in a noisy environment is a frequent requirement of the job.
3. Ability to tell where a sound is coming from is a frequent requirement of the job.
4. Hearing differences among bells, buzzers, beeps, horns, etc. is an occasional requirement of the job.

SPEECH/COMMUNICATION

1. Communicating through speech is a continuous requirement of the job.

X. USE OF PROTECTIVE EQUIPMENT

A. Personal protective equipment is a frequent and continuous requirement of the job.

1. Gloves are an occasional requirement of the job.
2. Steel-toed shoes are an occasional requirement of the job.
3. Goggles or safety glasses are an occasional requirement of the job.
4. A hard hat is an occasional but essential requirement of the job.
5. A safety vest is a frequent requirement of the job.
6. A two-way radio is a continuous requirement of the job.
7. Personal protective equipment non-applicable to the job are:
 1. Mask
 2. Respirator
 3. Chaps
 4. Lead apron
 5. Body suit
 6. Filter Respirator
 7. Ear plugs/muffs
 8. Face Shield
 9. Chemical apron

Reviewed by Human Resources: _____

DESCRIPTION APPROVED AND ADOPTED BY COUNCIL ON _____

<u>CITY MANAGER</u>	<u>DATE</u>	<u>EMPLOYEE</u>	<u>DATE</u>
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kg/tdmJan2011

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 1/11/11

Police Dept
DEPT: ~~Human Resources~~

MEETING DATE: 1/26/11

ITEM/TOPIC: Ratify 2010/2011 LVPOA/FOP Contract with the City of Las Vegas.

ACTION REQUESTED OF COUNCIL: Approval/Disapproval to Ratify 2010/2011 LVPOA/FOP Contract with the City of Las Vegas

BACKGROUND/RATIONALE: See attachment

STAFF RECOMMENDATION: Approval

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

Captain Eugene Gonzalez
SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:

Alfonso E. Ortiz Jr.
ALFONSO E. ORTIZ, JR.
MAYOR

T. Dodge
TIMOTHY P. DODGE
CITY MANAGER

PAMELA MARRUJO
INTERIM FINANCE DIRECTOR

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO
CITY ATTORNEY

Approved as to Legal Sufficiency Only

(If Box is Initialed by City Mngr., Review and Sign)

BILL RICHARDSON
GOVERNOR

DANNETTE K. BURCH
SECRETARY DESIGNATE



RICK MARTINEZ
DEPUTY CABINET SECRETARY

JOHN GALLEGOS
DEPUTY DIRECTOR

SAMUEL OJINAGA
DEPUTY DIRECTOR

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
Bataan Memorial Building, Suite 201 ♦ Santa Fe, New Mexico 87501
(505) 827-4950 ♦ FAX No. (505) 827-4948

November 12, 2010

Christian Montano-Interim Chief of Police
City of Las Vegas
318 Moreno Street
Las Vegas, NM, 87701

Re: Termination of grant agreement 07-E-20 and replacement grant agreement 10-E-20

Dear Chief Gold,

This letter is to notify you that your current E-911 grant agreement, 07-E-20 will terminate on January 31, 2011 or upon execution of the enclosed grant agreement, 10-E-20, by the Department of Finance and Administration, Local Government Division (LGD). Please execute the new grant as soon as possible so that LGD can continue to pay approved E-911 expenditures on your behalf.

Enclosed are two (2) Original Grant Agreement copies to replace the current grant agreement. They need the approval and signature of the City Mayor or Administrator. Please return both copies to Local Government Division (LGD) for signature. Please note that original signatures are required on the signature page of both copies of the grant agreement. The new original grant does not become effective until signed by LGD. One original signed copy will be returned to you for your files.

This grant includes new language required for FY11 and an increase to the training line item.

If you have any questions or require additional information, please feel free to contact Art Rios at (505) 827-4900 office, or (505) 699-6911 cellular, or art.rios@state.nm.us.

Sincerely,

Sam Ojinaga, Deputy Director
Local Government Division

Enclosures (2)

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
ENHANCED 911 ACT GRANT PROGRAM

GRANT AGREEMENT

Project No. 10-E-20

THIS GRANT AGREEMENT made and entered into as of this _____ day of _____, by and between the Department of Finance and Administration, State of New Mexico, acting through the Local Government Division, Bataan Memorial Building, Suite 201, Santa Fe, New Mexico 87501, hereinafter called the **DIVISION**, and the City of Las Vegas, hereinafter called the **GRANTEE**.

WITNESSETH:

WHEREAS, this Grant Agreement is made by and between the Department of Finance and Administration, State of New Mexico, acting through the Local Government Division, and the Grantee, pursuant to the authority in Enhanced 911 Act, Sections 63-9D-1 etseq. NMSA 1978, (hereinafter referred to as the "Act") as amended, and the Enhanced 911 Regulations 10 NMAC 6.2 (hereinafter referred to as the "Enhanced 911 Requirements" or "911 Regulations.")

WHEREAS, an enhanced 911 telephone emergency system is necessary to expand the benefits of the basic 911 emergency telephone number, to achieve a faster response time which minimizes the loss of life, property, provides automatic routing to the appropriate public safety answering point (PSAP), provides immediate visual display of the location and telephone number of the caller and curtails abuses of the emergency system by documenting callers.

WHEREAS, the Grantee and the Division have the authority, pursuant to the Act, Sections 63-9D-1 etseq. NMSA 1978, and the 911 Regulations, to enter into this Grant Agreement.

WHEREAS, the Grantee complies with the definition of "Grantee" in 10.6.2.7 HH. NMAC, of the 911 Regulations.

WHEREAS, the Division has the authority, pursuant to Section 63-9D-8 NMSA 1978, to administer the Enhanced 911 fund.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

ARTICLE I - LENGTH OF GRANT AGREEMENT

A. Unless terminated earlier pursuant to Article V herein, the term of this Grant Agreement shall be through June 30, 2014. **THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY BOTH THE GRANTEE AND THE DIVISION.**

B. In the event that, due to unusual circumstances, it becomes apparent that this Grant Agreement cannot be brought to full completion within the time period set forth in Paragraph A above, the Grantee shall so notify the Division in writing at least thirty (30) days prior to the termination date of this Grant Agreement, in order that the Grantee and the Division may review the work accomplished to date and determine whether there is need or sufficient justification to amend this

Division's decision whether or not to extend the term of this Agreement is final and non-appealable.

ARTICLE II - REPORTS

Annual Reports: The Grantee shall submit to the Division an Annual Status Report to include information in 10.6.2.11.D NMAC. The report shall include a description of any problems encountered, and any such other information as may be of assistance to the Division in its evaluation. The Annual Report shall include sufficient detail to evaluate the effectiveness of the 911 equipment and services provided by the equipment vendor and shall be submitted no later than June 30th, annually.

ARTICLE III - CONSIDERATION AND METHOD OF PAYMENT

A. In consideration of the Grantee's satisfactory completion of all work, purchase and maintenance of the equipment and services required to be performed in compliance with all the terms and conditions of this Grant Agreement, the Division shall pay the Grantee a sum not to exceed the following amount from the Enhanced 911 fund:

\$ 1,448,760.00

The funds are to be expended in accordance with the proposed Revenue/Expenditure Budget, attached as Exhibit "C", and made a part hereof and in accordance with the 911 Regulations 10.6.2.11, PSAP Equipment, Acquisition, and Disbursement of Funds. It is understood and agreed that the Grantee's expenditure of these monies shall not deviate from the line items of said Budget without the prior written approval of the Division and the funds shall not be expended for Ineligible Costs, Section 10.6.2.11.F, of the 911 Regulations.

B. The funds mentioned in Paragraph A above shall constitute full and complete payment of monies to be received by the Grantee from the Division.

C. It is understood and agreed that should any portion of the funds set forth in Paragraph A above are not expended for the purpose of this Grant Agreement, after all conditions of this Grant Agreement have been satisfied, the unexpended funds shall be reverted by the Division in accordance with the Enhanced 911 Act and the E911 Regulations.

D. Pursuant to Section 63-9D-8 NMSA 1978, as amended, payments shall be made from the Enhanced 911 fund to, or on behalf of, participating local governing bodies or their fiscal agents upon vouchers signed by the director of the Division solely for the purpose of reimbursing local governing bodies or their fiscal agents, commercial mobile radio service providers or telecommunications companies for their costs of providing enhanced 911 service.

E. Payments may be made by the Division as follows: (1) on behalf of the Grantee to telecommunications companies, vendors and equipment providers; or (2) reimbursements to the Grantee for actual costs or expenditures after the Division receives a completed Request for Payment Form, or an invoice certified correct by the Grantee and/or the Division for the E-911 equipment, equipment maintenance, and upgrades billed by the equipment provider. All purchases made by the Grantee require prior written approval by the Division to be eligible for reimbursement.

F. Payments will not be made to the Grantee for work, equipment, maintenance or services not specified in this Grant Agreement or in violation of or ineligible under the 911 Regulations.

ARTICLE IV - MODIFICATION, TERMINATION AND MERGER

A. **Mutual Early Termination.** Except as provided in Article IV. D. herein, this Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. Except as otherwise allowed or provided under this Agreement, the Division's sole liability upon such termination shall be to pay for eligible Budget items purchased prior to the Grantee's receipt of the notice of termination, if the Division is the terminating party, or the Grantee's sending of the notice of termination, if the Grantee is the terminating party; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Grantee shall submit an invoice for such eligible Budget items within thirty (30) days of receiving or sending the notice of termination. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Grantee if the Grantee becomes unable to or fails to perform the terms of this Agreement, as determined by the Division or if, during the term of this Agreement, the Grantee or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of state funds or due to the Appropriations paragraph herein. THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE DIVISION'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE GRANTEE'S DEFAULT/BREACH OF THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO, RETURN OF MISSPENT GRANT FUNDS BY THE GRANTEE TO THE DIVISION.

B. **Termination Management.** Immediately upon receipt by either the Division or the Grantee of notice of termination of this Agreement, the Grantee shall: 1) not incur any further obligations for expenditure of funds under this Agreement without written approval of the Division; and 2) comply with all directives issued by the Division in the notice of termination as to the performance under this Agreement.

C. This Grant Agreement incorporates all agreements, covenants and understandings between the parties hereto concerning the subject matter hereof and all such agreements, covenants and understandings have been merged into this written Grant Agreement. No prior agreements, covenants, or understandings oral or otherwise, of the parties or their agents shall be valid and enforceable unless embodied in this Grant Agreement.

D. The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of the Agreement. If sufficient appropriations and authorizations are not made by the Legislature, the Division may *immediately* terminate this Agreement, in whole or in part, regardless of any existing legally binding third party contracts entered into by or between Grantee and a third party, by giving Grantee written notice of such immediate early termination. The Division's decision as to whether sufficient appropriations are available shall be final and non-appealable. The Grantee shall include a substantively identical clause in all contracts between it and third parties that are (i) funded in whole or part by funds made available under this Agreement and (ii) entered into between the effective date of this Agreement and the Termination Date or early termination date.

ARTICLE V - CERTIFICATION

The Grantee hereby assures and certifies that it will comply with all state laws, the 911 Regulations, and other state laws, regulations, policies and with respect to the acceptance and use of State funds. Also, the Grantee gives assurances and certifies with respect to the Grant that:

- A. It will comply with the New Mexico Procurement Code, Sections 13-1-1 through 13-1-199 NMSA 1978.
- B. It will adhere to all financial and accounting requirements of the Department of Finance and Administration.
- C. It will comply with all requirements set forth in the Act and prescribed by the Division in its 911 Regulations, or other guidelines and procedures in relation to receipt and use of State Enhanced 911 Grant Funds.
- D. It shall not at any time utilize or convert any equipment or property acquired or developed pursuant to this Agreement for other than the uses specified, without the prior written approval of the Division.
- E. It will comply with Section 63-9D-4D and provide Geographic Information Systems (GIS) addressing and digital mapping data to the public safety answering point that provides the enhanced 911 service to the Grantee.
- F. It accepts responsibility for coordinating and providing accurately maintained GIS addressing, road centerline, boundary and other data in the service area to the Division per 10.6.2 NMAC. This information shall be compliant with the statewide dataset used by the local PSAPs.
- G. It agrees and acknowledges that all GIS data provided to the Division's statewide dataset in support of the E911 program is public data and shall be shared with other governmental agencies.
- H. It will finance any amount exceeding the approved funding for the 911 equipment costs.
- I. It will not make any changes in the E911 system configuration without first submitting a written request to the Division and obtaining the Division's written approval of the proposed change(s).
- J. It will provide to the Division, documentation of total insurance coverage for all hardware and software and other equipment purchased with E911 funds. Insurance should, at a minimum, cover non-routine maintenance defects including but not limited to, all acts of God, floods, fire, lightning strikes and water damage.
- K. It will provide all the necessary qualified personnel, material, and facilities to run the E911 PSAP.
- L. It will submit all project related contracts, subcontracts, and agreements to the Division for administrative review and approval prior to execution for compliance with the E911 program requirements and not for legal sufficiency. Amendments to existing contracts also must be submitted to the Division for review and approval prior to execution.

M. It will comply with the PSAP consolidation requirement pursuant to the 10.6.2.15 NMAC of the 911 Regulations.

ARTICLE VI - RETENTION OF RECORDS

The Grantee shall keep and preserve such records as will fully disclose the amount and disposition of the total funds from all sources budgeted for a period of six years from the termination of the Grant Agreement, the purpose of undertaking for which such funds were used, the amount and nature of all contributions from other sources, and such other records as the Division shall prescribe.

ARTICLE VII – REQUIRED TERMINATION CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS AGREEMENT

A. Grantee shall include the following or a substantially similar termination clause in all contracts that are (i) funded in whole or part by funds made available under this Grant Agreement and (ii) entered into after the effective date of this Agreement:

“This contract is funded in whole or in part by funds made available under Department of Finance and Administration Local Government Division (Division) Grant Agreement. Should the Division or the grantee terminate the Grant Agreement, the grantee may terminate this contract by providing Contractor written notice of such termination in accordance with the notice provisions in this contract. In the event of termination pursuant to this paragraph, the grantee only liability shall be to pay Contractor for acceptable goods/equipment and/or services delivered and accepted prior to the termination date.”

ARTICLE VIII - GRANTEE REPRESENTATIVE

The Grantee hereby designates the person listed below as the official Grantee Representative responsible for overall supervision of the approved project.

Name: Christian Montano
Address: Las Vegas PSAP
318 Moreno Street
Las Vegas, NM, 87701
Title: Interim Police Chief
Telephone: 575-454-1401

IN WITNESS WHEREOF, the Grantee and the Division do hereby execute this Grant Amendment as of the date first written above.

THIS GRANT AMENDMENT has been approved by:

GRANTEE

City Mayor or Administrator

Date

(Type or Print Name)

DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION

By: _____

Sam Ojinaga, Deputy Division Director
Local Government Division, DFA

Date

Form Revised 9/17/2010		New Mexico E-911 Program Grant			Exhibit C		
Local Government Division				Department of Finance and Administration			
I. Grantee A. Fiscal Agent: City of Las Vegas B. Address: 318 Moreno Street Las Vegas, NM, 87701 C. Telephone: 575-454-1401				II. Payment Computation A. Grant Award: \$1,448,760.00 III. Original Grant Date: Upon Execution IV. Project No's.: 10-E-20 V. Amended Grant Date: n/a VI. Grant Period: Valid until June 30, 2014			
Budget Line Items	Non Recurring Items	Monthly Recurring Items	Yearly Total	Number of Occurrences	Line Item Total		
Cash Reimbursement Items							
PSAP 9-1-1 Related Training LVPD	\$ -	\$ -	\$ 6,500.00	4	\$ 26,000.00		
PSAP 9-1-1 Related Training DPS-2	\$ -	\$ -	\$ 5,000.00	4	\$ 20,000.00		
PSAP GIS Discretionary Budget	\$ -	\$ -	\$ 11,000.00	4	\$ 44,000.00		
Board of Finance (BOF) Approved Items							
ATM Router & Firewall	\$ 3,000.00	\$ -	\$ -	1	\$ 3,000.00		
Recurring Network/Circuit Items							
ATM Mapping Network	\$ -	\$ 1,650.00	\$ 19,800.00	48	\$ 79,200.00		
Qwest	\$ -	\$ 4,650.00	\$ 55,800.00	48	\$ 223,200.00		
Wireless Cost Recovery	\$ -	\$ 2,000.00	\$ 24,000.00	48	\$ 96,000.00		
Recurring Equipment Maintenance Items							
911 Equipment Maintenance LVPD	\$ -	\$ 4,000.00	\$ 48,000.00	48	\$ 192,000.00		
911 Equipment Maintenance DPS-2	\$ -	\$ 4,300.00	\$ 51,600.00	48	\$ 206,400.00		
ATM Router Maintenance	\$ -	\$ 70.00	\$ 840.00	48	\$ 3,360.00		
ATM Firewall Maintenance	\$ -	\$ 75.00	\$ 900.00	48	\$ 3,600.00		
Professional Service Items							
GIS Consulting Services	\$ -	\$ 11,500.00	\$ 138,000.00	48	\$ 552,000.00		
Next Generation Consulting	\$ -	\$ -	\$ -	0	\$ -		
Grand Total					\$ 1,448,760.00		

STATE OF NEW MEXICO
Department of Finance and Administration
LOCAL GOVERNMENT DIVISION

GRANT-IN-AID AGREEMENT SIGN-OFF SHEET

Grantee: City of Las Vegas

Grant No: 10-E-20

Activity: New E-911 Program Grant

Type: Original Agreement Amendment No.

Program: Community Development Block Grant Program

Special Appropriations Project

Enhanced 911 Program

Local DWI Grant Program

Other

This Grant-In-Aid Agreement has been reviewed and approved by:

	Signature	Date
1. Program Manager	_____	_____
2. Program Director	_____	_____
3. Fiscal Officer	_____	_____

Please return to Program Manager before final coordination and signature.

4. Deputy Director	_____	_____
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CITY COUNCIL MEETING AGENDA REQUEST

DATE: 1/3/2011 DEPT: Finance Dept. MEETING DATE: 01/26/2011

ITEM/TOPIC: Request for Approval/Disapproval to publish Request for Proposal for Financial and Administrative Data Processing System to include Municipal Courts and Public Safety.

ACTION REQUESTED OF COUNCIL: Approval/Disapproval to publish RFP for new accounting software system.

BACKGROUND/RATIONALE: The City is in need of modernizing the current accounting software system.

STAFF RECOMMENDATION: Approval

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:


ALFONSO E. ORTIZ, JR.
MAYOR


TIMOTHY P. DODGE
CITY MANAGER

PAMELA MARRUJO
INTERIM FINANCE DIRECTOR

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO
CITY ATTORNEY

Approved as to Legal Sufficiency Only

(If Box is initialed by City Mngr., Review and Sign)

Request for Proposal

The City of Las Vegas, New Mexico will open Sealed Bids at 3:00 p.m., February 23 2011, at the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico, or other designated area at the City Offices; ON THE FOLLOWING: Request for Proposal: Financial and Administrative Data Processing System to include Municipal Courts and Public Safety.

The BIDDING FORMS AND TECHNICAL SPECIFICATIONS may be examined at the following location: Finance Office, 1700 N. Grand Ave. Las Vegas, NM 87701

Copies of the BIDDING FORMS AND TECHNICAL SPECIFICATIONS may be obtained at the office of Finance Office, 1700 N. Grand Ave, Las Vegas, NM 87701

Mailed Bids should be addressed to the City Clerk, 1700 North Grand Avenue, Las Vegas, New Mexico 87701; with the envelope marked: Financial and Administrative Data Processing
Opening No. 99-15; on the lower left-hand corner of the submitted envelope. It shall be the responsibility of the bidder to see that their bid is delivered to the **City Clerk** by the date and time set for the bid request. If the mail or delivery of bid request is delayed beyond the opening date and time, bid thus delayed will not be considered. A public opening will be held and any bidder or their authorized representative is invited to attend.

The City of Las Vegas reserves the right to reject any/or all bids submitted.

CITY OF LAS VEGAS,

Timothy P. Dodge

CITY MANAGER

Frank Fresno

CITY CLERK

Samuela Marnix

FINANCE DIRECTOR

Yusep Cepodaca

PURCHASING OFFICER

Opening No. 99-15

Date Issued: 01/21/2011

Published: January 27, 2011 Las Vegas Optic, Journal (Albug.)

STANDARD BID CLAUSES

AWARDED BID

Awarding of Bid shall be made to the responsible Bidder whose Bid meets the required specifications. The City of Las Vegas (City) reserves the right to reject any of all Bids and to waive any technical irregularity in the form of the Bid.

TIMETABLE

Bids pursuant to this request must be received at the City Clerk's Office at 1700 North Grand Avenue, Las Vegas, New Mexico, on or before _____, 20__, at 3:00 p.m., at which time all bids received will be opened. An opening will occur at the City's Council Chambers or other designated area at the City Offices. Awarding of Bid is projected for _____, 20__. The successful Bidder will be notified by mail.

ENVELOPES

Sealed Bid envelopes shall be clearly marked on the lower left-hand corner, identified by the Bid Name and Opening Number. Failure to comply with this requirement may result in the rejection of your submitted Bid.

BRIBERY AND KICKBACK

The Procurement Code of New Mexico; (Section 13-1-28 through 13-1-99 N.M.S.A. 1978), impose a third degree felony penalty for bribery of a public official or public employee. In addition the New Mexico Criminal Statutes (Section 30-4-1, N.M.S.A. 1978): state that it is a third degree felony to commit the offense of demanding or receiving a bribe by a public official of public employee. And (Section 30-24-2, N.M.S.A. 1978): it is a fourth degree felony to commit the offense of soliciting or receiving illegal kickbacks. Also (Section 30-41-1 through 30-41-3, N.M.S.A. 1978): states that it is a fourth degree felony to commit the offense of offering or paying illegal kickbacks.

NON-COLLUSION

In signing their Bid and Affidavit, the Bidder certifies that he/she has not, either directly or indirectly entered into action of restraint of free competition, in the connection with the submitted bid.

RESPONSIBILITY OF BIDDER

At all times it shall be the responsibility of the Bidder to see their bid is delivered to the City Clerk by the Date and Time scheduled for opening. If the mail or delivery of said Bid is delayed beyond the scheduled opening date and time set, bid this delayed will not be considered.

CLARIFICATION OF BID

Bidder requiring clarification or interpretation of Bid specifications shall make a written request to the Department involved in this bid request at least five (5) days prior to the scheduled bid opening date with a copy forwarded to the Finance Department. Any interpretation, corrections or changes of said Bid Specifications, Opening Date, or Time Change will be made by Addendum only. Interpretations, Corrections or changes of said bid made in any other manner will not be binding and the Bidder shall not rely upon such interpretation, corrections and changes.

MODIFICATION OF BID

Bids may be withdrawn upon receipt of written request prior to the scheduled bid opening for the purpose of making any corrections or changes. Such corrections must be properly identified and signed or initialed by the Bidder. Resubmission must be prior to the scheduled bid opening time in order to be considered. After bid opening, no price modifications of submitted bids or other provisions shall be permitted.

WITHDRAWAL OF BID

A low Bidder alleging a material mistake of fact, after bids have been opened may request their bid be withdrawn upon receipt of a written request to the Finance Department prior to the scheduled awarding date.

INSPECTION

Final inspection and acceptance will be made at the City's destination. Products rejected for nonconformance with the specifications shall be removed by the Bidder; at his/her risk and expense promptly after notice of rejection.

FEDERAL TAX IDENTIFICATION NUMBER

Pursuant to IRS requirements, Bidder shall provide their Federal Tax ID Number if Bidder is incorporated. If Bidder is a sole proprietorship or partnership then they shall provide their Social Security Number.

FEDERAL TAX ID NUMBER: _____

SOCIAL SECURITY NUMBER: _____

NEW MEXICO TAX IDENTIFICATION NUMBER

Payment may be withheld under (Section 7-10-5, N.M.S.A. 1978) if you are subject to New Mexico Gross Receipts Tax and have not registered for a New Mexico (CRS) Tax Identification Number. Contact the New Mexico Taxation & Revenue Department at (505) 827-0700 for registering instructions.

NEW MEXICO TAX IDENTIFICATION NO. (CRS): _____

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

The Bidder shall submit a completed Campaign Contribution Disclosure Form Pursuant to Chapter 81, Laws of 2006.

COMMERCIAL WARRANTY

The Bidder agrees that the products or services furnished under a Purchase Order shall be covered by the most favorable commercial warranties that the Bidder gives to any customer for such products or services. And that the rights and remedies provided therein shall extend to the City and are in addition to and do not limit any rights afforded to the City by any other clause of its Purchase Order. Bidder agrees not to disclaim warranties of fitness for any particular purpose or merchantability.

Furthermore, Bidder agrees that its warranty for all products furnished under a Purchase Order pursuant to this Call for Bids shall be for a period of one year following the installation of said products by others. Also a receipt of a notice by the City's Engineer the products have been installed correctly and have been demonstrated to be capable of performing their intended function.

SPECIAL NOTICE

To preclude possible errors and/or misinterpretations, bid prices must be affixed in ink or typewritten legibly.

DEFAULT

The City reserves the right to cancel all or any part of an order without cost to the City if the Bidder fails to meet the provisions of the City's Purchase Order or the product specifications and to hold the Bidder liable for any excess costs occasioned due to the Bidder's default. The Bidder shall not be liable for any excess costs if failure to perform on an order arises out of cause beyond the control and without fault or negligence of the Bidder. Such causes include, but are not restricted to, acts of God or public enemy; acts of State or Federal Government; fires, floods, epidemics, quarantine restrictions, strikes, embargoes, unusually severe weather, or defaults of subcontractors. Due to any of the above unless the City shall determine that the supplies or services to be furnished by the subcontractor are obtainable from other sources in the City in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law.

BID PROTESTS

If any Bidder is of the opinion that the specifications as written preclude him/her from submitting a bid. His/her opinion should be made known to the Department involved in this bid request at least twelve (12) days prior to the scheduled bid opening date with a copy forwarded to the Finance Department. Bid protests will not be considered from parties which do not also furnish satisfactory documentation with their protest that their proposed system fully meets the functional intent of the TECHNICAL SPECIFICATIONS which accompany a Call for Bids.

NON-EXCLUSION

Specifications of the bid request are not meant to exclude any Bidder or Manufacturer. Where a brand name or equal is indicated, it is for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to restrict competition. "No Substitute" specifications may be authorized, only if required to match existing equipment.

If any Bidder is of the opinion that the specifications as written preclude him/her from submitting a bid. His/her opinion should be made known to the Department involved in this bid request at least five (5) days prior to the scheduled bid opening date; with a copy forwarded to the Finance Department.

Brand names and numbers are for reference only and equivalents will be considered. If bidding "EQUIVALENT" Bidder must be prepared to furnish complete data upon request, preferably with the bid to avoid awarding delay.

CONTRACT

When the City issues a Purchase Order in response to an awarded Bid a binding contract is created (unless a specified contract has been created).

TERMINATION

This Price Agreement may be terminated by either party upon signing a written notice to the other party at least thirty (30) days in advance of the date of termination. Notice of termination of this Price Agreement shall not affect any outstanding orders.

TAXES

Bidder must pay all applicable taxes.

NOTE:

If bidder is from outside the City of Las Vegas, the successful bidder must pay Gross Receipts in the City of Las Vegas.
Successful bidder will be required to obtain a business license from the City of Las Vegas prior to commencing any project within the City limits.

(SEAL)

Notary Public Signature
My Commission Expires: _____

Resolution 86-17 Adopted 10/23/97

**CITY OF LAS VEGAS
BID FORM**

OPENING NO.: _____

BID ITEM (S): _____

A. _____ \$ _____

B. _____ \$ _____

C. _____ \$ _____

D. _____ \$ _____

E. _____ \$ _____

F. _____ \$ _____

G. _____ \$ _____

H. _____ \$ _____

I. _____ \$ _____

J. _____ \$ _____

K. _____ \$ _____

L. _____ \$ _____

M. _____ \$ _____

N. _____ \$ _____

O. _____ \$ _____

P. _____ \$ _____

Q. _____ \$ _____

R. _____ \$ _____

S. _____ \$ _____

T. _____ \$ _____

Resolution 86-17 Adopted 10/23/97

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to NMSA 1978, § 13-1-191.1 (2006), any person seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body shall void an executed contract or cancel a solicitation or proposed award for a proposed contract if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or

unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

“Pendency of the procurement process” means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Person” means any corporation, partnership, individual, joint venture, association or any other private legal entity.

“Prospective contractor” means a person who is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)

City of Las Vegas

REQUEST FOR PROPOSAL

FOR A

FINANCIAL AND ADMINISTRATIVE DATA PROCESSING SYSTEMS TO

INCLUDE MUNICIPAL COURT AND PUBLIC SAFETY

Proposal Deadline: FEBRUARY 23, 2011

Submitted By: Pamela Marrujo, Interim Finance Director

City of Las Vegas

REQUEST FOR PROPOSALS FOR A FINANCIAL AND ADMINISTRATIVE DATA PROCESSING SYSTEM TO INCLUDE MUNICIPAL COURTS AND PUBLIC SAFETY

The **City of Las Vegas** is issuing this Request for Proposals for the purpose of soliciting vendor proposals for a fully interfaced financial and administrative data processing system including Municipal Courts and Public Safety to serve the current and projected needs of the City. The application software and hardware configuration should comply with the minimum specifications as outlined in this request for proposal.

The City intends to seek the most cost-effective solution, based on the representative criteria contained in the request for proposal and on-site demonstrations, for its financial and administrative data processing needs. The successful vendor will seek to establish a turnkey, integrated hardware and software environment for the City using whatever vendor resources are required from the areas of computer systems hardware, software, technical training, conversion, maintenance and services support. Any proposer must be able to provide as a minimum a fully integrated suite of financial software applications incorporating true 32-bit graphical user interface capabilities in a network environment. Preferably these applications should be developed, maintained and supported by the offerer of the proposal.

The City reserves the right to evaluate each software application module on its own standard of performance. The City reserves the right to award the system to any one offeror or a combination of offerors. In addition, the City reserves the right to purchase any hardware and operations software needed from an alternate vendor.

Proposals will be accepted until February 23, 2011 at 3:00pm and must be binding for not less than ninety (90) days after the date received. The City will select the proposal, or combination of proposals, that, in its opinion is in the best interest of the City. The City not only reserves the right at its sole discretion to reject any and all proposals or portions of proposals and to waive technicalities, but also reserves the right of evaluation and the right to determine the methodology for evaluation of the proposals to determine which is the best proposal and to accept the proposal (or proposals) deemed to be in the best interest of the City, i.e. the most qualified proposal will not necessarily be the proposal with the lowest cost. Further, the City reserves the right to accept a proposal (or proposals) for any or all items separately or together.

Vendor inquiries are to be directed to:
City of Las Vegas
1700 North Grand Ave.
Las Vegas, NM 87701
Attn: Pamela Marrujo, Interim Finance Director
One original and five copies of the proposal clearly marked "Financial and Administrative Date Processing System Proposal", signed by an officer of the company, are to be submitted and addressed to:

City of Las Vegas
1700 N. Grand Ave.
Las Vegas, NM 87701
Attn: Pamela Marrujo, Interim Finance Director

The City Council will make the final award of the proposal or contract. In addition to the completed proposal, a resulting contract will be required by the City, including but not limited to, written correspondence between the City and the vendor subsequent to the proposal submission, facsimiles and product literature.

Data Conversion

Please mention if your company offers data conversion.

Hardware

Necessary hardware requirements to meet software capabilities:

Please mention whether your Company offers hardware installation and network support services.

Include pricing for a New Windows Server with 2003 OS.

Training

All training must be performed onsite. Please include number of hours training for each module and estimated travel expenses.

Also include at least 1 additional week of follow up, advanced onsite training.

Company and Support

Please state how many users you have in the USA.

Please state how many employees you have.

Please state what percentage of support calls you closed within 1 hour of customer call-in in 2010.

Please state in an emergency, how long it will take technical staff to respond to on site.

Municipal Administration System

The vendor must include as a minimum the following applications:

1. General Ledger

- 1.1. Budgeting
- 1.2. Check Reconciliation
- 1.3. Grant/Project Accounting
- 1.4. Chart of Accounts

2. Payroll

- 2.1.1. Direct Deposit
- 2.1.2. Electronic Reporting
- 2.1.3. Distributed Timesheet Entry
- 2.1.4. Data Conversion-Master file, History, YTD Balances

3. Human Resources

- 3.1. FMLA
- 3.2. Benefits Admin.
- 3.3. Position Control
- 3.4. Applicant Tracking

4. Accounts Payable

5. Purchase Orders\Requisitions

6. GASB - 34 Reporting & Combining Statements for CAFR

7. Asset Management

8. Utility Billing

- 8.1. Residential, Multi-Family, Commercial
- 8.2. Water, Wastewater, Solid Waste, Gas
- 8.3. Automated Meter reading interface
- 8.4. Service Orders
- 8.5. Utility data conversion/ all history

9. Central Cash Collections with Hardware

10. Report Writer (with drill down capabilities into software)

11. Business License

12. Public Safety

- 12.1 Records Management
- 12.2 Computer Aided Dispatch
- 12.3 Jail

12.4 Mobile Citations

13. Court Case Management

13.1 Citation Report

13.2 Payment Capability

13.3 Warrant Master File

13.4 Docket Master File

Optional Applications

Please state if your company designs and supports the following modules (state “Yes”, “No”, or “Third Party”):

- **Building Permits & Inspections**
- **Complaint Center\Code Enforcement**
- **GIS integration**
- **Document Imaging integration**

Cost Breakdown

Please provide:

- module cost breakdown
- training cost breakdown
- hardware breakdown
- travel expense breakdown
- yearly technical support cost breakdown (maintenance fees)
- Also please include any additional expenses that may not be listed in the above applications. (Wiring or electrical needs also)

City of Las Vegas

REQUEST FOR PROPOSALS FOR FINANCIAL AND ADMINISTRATIVE DATA PROCESSING SYSTEM TO INCLUDE MUNICIPAL COURTS AND PUBLIC SAFETY

Representative Evaluation Criteria

The basis for the evaluation of proposals received is included, but not limited to, the following considerations:

- The program modules as demonstrated by representative literature and on-site demonstrations.
- Vendor's performance record in meeting the requirements of their existing customers. Particular emphasis will be placed in the areas of customer support and also the ability to meet the anticipated future needs of the City
- Amount, capability and cost of vendor support that will be available for conversion, implementation, assistance and on-going modifications.
- Proven existing application systems the vendor has available now for immediate implementation. The vendor's capabilities in other systems areas will be treated as a positive factor.
- Quality of application software online help, or other documentation and training aids
- The number, types and experience of vendor staff and the ease and ability to train user personnel.
- Required experience and number of in-house data processing personnel necessary to operate and maintain the system.
- Proposer's ability to support the total system solution, including installation, conversion, software, training, and hardware/software maintenance and support.
- Proposer's additional application offerings that the City may choose to purchase at a later date.

Proposals should include sufficient information to address all evaluation criteria.

Weighting for evaluation criteria shall be as follows:

50 points	Software and hardware functionality, reliability, and stability of offering
company	
25 points	City staff training and customer support capabilities and warranty
10 points	Conversion capability and conversion cost
10 points	Total system cost
5 points	Degree that proposal is a complete "turnkey" proposal through a single vendor, including all applicable licenses

Client References

Offeror must complete a reference list of at least fifteen (15) sites that are currently using a similar system as requested by the City. Be sure to include the total population served by the government. If the vendor has more than fifteen (15) sites, all remaining reference sites (i.e. a client listing) shall be listed. This reference list is mandatory.

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 1/13/2011

DEPT: FINANCE

MEETING DATE: 01/26/2011

ITEM/TOPIC: REQUEST FOR APPROVAL/DISAPPROVAL OF BUDGET ADJUSTMENT RESOLUTION 11-07 TO INCREASE THE FY 2011 BUDGETED REVENUES, EXPENDITURES, TRANSFERS IN AND TRANSFERS OUT WITHIN VARIOUS FUNDS.

ACTION REQUESTED OF COUNCIL: APROVAL/DISAPPROVAL OF RESOLUTION 11-07

BACKGROUND/RATIONALE: THE CITY IS IN NEED OF ADJUSTING VARIOUS FUNDS BUDGETED REVENUES, EXPENDITURES, TRANSFERS IN AND TRANSFERS OUT.

STAFF RECOMMENDATION: Approval of Resolution 11-07

COMMITTEE RECOMMENDATION:

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

Pamela Marrujo

SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:

ALFONSO E. ORTIZ, JR.
MAYOR

T. Dodge

TIMOTHY P. DODGE
CITY MANAGER

PAMELA MARRUJO
INTERIM FINANCE DIRECTOR

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO
CITY ATTORNEY

Approved as to Legal Sufficiency Only

(If Box is Initialed by City Mngr., Review and Sign)

STATE OF NEW MEXICO
MUNICIPALITY OF CITY OF LAS VEGAS
BUDGET ADJUSTMENT RESOLUTION NO. 11-07

WHEREAS, The Governing body in and for the Municipality of Las Vegas, State of New Mexico has developed a budget for fiscal year 2011, and;

WHEREAS, said budget adjustments were developed on the basis of an increase in expenditures in funds 101, 206, 216, 220, 330, 433, 621, 627, 630, 633, 635, 640, 641, 646, and 652, and decrease in expenditures in 202, an increase in revenues in 101, 216, 220, 330, 433, 630, 646, 652, an increase in transfers (in) in 101, 433, 610, 611, 618, 621, 627, 633, 635, 652, and increase in transfers (out) in 202, 216, 610, 612, 615, 616, 617, 620, 630, 673.

Decrease expenditures and increase transfers (out) Lodgers Tax (202)- Decrease expenditures for the funding of half of the salary and benefits of the City Event Planner in the amount of \$18,000. Increase transfers (out) to General Fund (101) from Lodgers Tax (202) in the amount of \$18,000;

Increase expenditures and increase transfers (in) General Fund (101)- Increase expenditures in the amount of \$18,000 for half of the salary and benefits for City Event Planner. Increase transfers (in) from Lodgers Tax (202) by \$18,000;

Increase expenditures in Superior Ambulance (762)- Increase expenditures in the amount of \$43 to be funded by unbudgeted cash balance;

Increase expenditures in EMS Fund (206)- Increase expenditures in the amount of \$2,627 to be funded by unbudgeted cash balance as approved by EMS Bureau;

Increase revenues and expenditures in General Fund (101)-Increase revenues and expenditures for the Gross Receipts Tax Administrative Fees in the amount of \$63,000;

Increase revenues and expenditures in Street Improvement (216)- Increase revenues and expenditures for Gross Receipts Tax Administrative Fees in the amount of \$6,100;

Increase revenues and expenditures in Capital Projects (220)-Increase revenues and expenditures for the Gross Receipts Tax Administrative Fees in the amount of \$6,600;

Increase revenues and expenditures in Recreation Phase II(330)- Increase revenues and expenditures for Gross Receipts Tax Administrative Fees in the amount of \$11,000;

Increase revenues and expenditures in Solid Waste (630)-Increase revenues and expenditures for the Gross Receipts Tax Administrative Fees in the amount of \$5,400;

Increase revenues and expenditures in Water GRT (646)- Increase revenues and expenditures for Gross Receipts Tax Administrative Fees in the amount of \$21,000;

Increase transfers (out) Gas (620)- Increase transfers (out) to Gas Replacement (621) in the amount of \$80,000 for the repair of the Propane Backup Facility to be funded by unbudgeted cash balance;

Increase transfers (in) Gas Replacement (621)- Increase transfers (in) from Gas (620) in the amount of \$80,000 for the repair of the Propane Backup Facility;

Increase expenditures in Gas Replacement (621)- Increase expenditures for the repair of the Propane Backup Facility in the amount of \$80,000;

Increase transfers (out) Gas (620)- Increase transfers (out) to Gas Construction (627) in the amount of \$30,000 for the purchase of automatic meter reading system to be funded by unbudgeted cash balance;

Increase transfers (in) Gas Construction (627)- Increase transfers (in) from Gas (620) in the amount of \$30,000 for the automatic meter reading system;

Increase expenditures Gas Construction (627)- Increase expenditures in the amount of \$30,000 for the automatic meter reading system;

Increase in revenues and expenditures in Solid Waste (630)- Increase in revenues and expenditures in the amount of \$300,000 to be funded by the rate increase;

Increase transfers (out) Solid Waste (630)- Increase in transfers (out) to Solid Waste Construction (633) in the amount of \$115,000 for building, structures and land to be funded by the rate increase;

Increase transfers (in) Solid Waste Construction (633)- Increase transfers (in) from Solid Waste (630) in the amount of \$115,000 for building, structures and land;

Increase in expenditures in Solid Waste Construction (633)- Increase in expenditures in the amount of \$115,000 for building, structures and land;

Increase in revenues and expenditures in Housing (652)- Increase in revenues and expenditures in the amount of \$125,000 for the increase in grant monies from HUD;

Increase transfers (in) Housing (652)- Increase transfers (in) from CFP 2009 (673) the amount of \$81,304 as approved by HUD;

Increase transfers (out) CFP 2009 (673)- Increase transfers (out) to Housing (652) the amount of \$81,304 as approved by HUD;

Increase in expenditures Housing (652)- Increase in expenditures in the amount of \$81,304 for operations of the housing department;

Increase transfers (out) Solid Waste Construction (633)- Increase transfers (out) to NMFA Cash Loan (635) in the amount of \$350,608 for the debt service reserve for NMFA Bonds to be funded by bond issuance;

Increase transfers (in) NMFA Cash Loan (635)- Increase transfers (in) from Solid Waste Construction (633) in the amount of \$350,608 for the debt service reserve from NMFA Bonds;

Increase transfers (out) Solid Waste (630)- Increase transfers out to NMFA Cash Loan (635) in the amount of \$78,589 for payments due on loan funded by the rate increase;

Increase transfers (in) NMFA Cash Loan (635)- Increase transfers (in) from Solid Waste (630) in the amount of \$78,589 for payments due on loan;

Increase expenditures in NMFA Cash Loan (635)- Increase expenditures in the amount of \$78,589 for NMFA loan payments due;

Increase transfers (out) WW Debt Service/Plant Upgrade (617)- Increase transfers (out) to Waste Water Replacement (611) in the amount of \$659,034 to comply with loan covenants;

Increase transfers (in) Waste Water Replacement (611)- Increase transfers (in) from WW Debt Service/Plant Upgrade (617) in the amount of \$659,034 to comply with loan covenants;

Increase transfer (out) Waste Water (610)- Increase transfers out to Waste Water Replacement (611) in the amount of \$61,058 to comply with loan covenants;

Increase transfers (in) Waste Water Replacement (611)- Increase transfers (in) from Waste Water (610) in the amount of \$61,058 to comply with loan covenants;

Increase transfer (out) Waste Water Reserve (612)- Increase transfer out to Waste Water (610) in the amount of \$364,010 to offset deficit cash balance in operating fund;

Increase transfer (in) Waste Water (610)- Increase transfer in from Waste Water Reserve (612) in the amount of \$364,010 to offset deficit cash balance in operating fund;

Increase transfers (out) WW Revenue Bonds (615)- Increase transfers (out) to Waste Water (610) in the amount of \$116,804 for residual equity to waste water operating;

Increase transfers (in) Waste Water (610)- Increase transfers (in) from WW Revenue Bonds (615) in the amount of \$116,804 for residual equity to waste water operating;

Increase transfers (out) WW Bond Reserve (616)- Increase transfers (out) to Waste Water (610) in the amount of \$78,217 for residual equity to waste water operating;

Increase transfers (in) Waste Water (610)- Increase transfers (in) from WW Bond Reserve (616) in the amount of \$78,217 for residual equity to waste water operating;

Increase transfers (out) Waste Water (610)- Increase transfers (out) to Waste Water Plant (618) in the amount of \$101,226 to close out deficit cash balance;

Increase transfers (in) Waste Water Plant (618)- Increase transfers (in) from Waste Water (610) in the amount of \$101,226 to close out deficit cash balance;

Increase expenditures in Water (640)- Increase expenditures in the amount of \$75,000 for maintenance of system and lease payments to be funded by unbudgeted cash balance;

Increase expenditures in Water Replacement (641)- Increase expenditures in the amount of \$145,000 for maintenance of system to be funded by unbudgeted cash balance;

Increase in expenditures in Water GRT (646)- Increase in expenditures in the amount of \$688,000 for Construction of Moreno Street Project and Gallinas Diversion Dam Improvements funded by unbudgeted cash balance;

Increase in revenues in Rehab and Taxiway (433)- Increase in revenues in the amount of \$380,000 for a grant awarded by the New Mexico Aviation Division for building renovations and an automated fuel farm;

Increase transfers (in) Rehab and Taxiway (433)- Increase transfers (in) Rehab and Taxiway from Street Improvement (216) in the amount of \$20,000 as a match to the \$380,000 grant;

Increase transfers (out) Streets and Improvements (216)- Increase transfers (out) Streets and Improvements to Rehab and Taxiway (433) in the amount of \$20,000 as the match to the \$380,000 grant;

Increase in expenditures in Rehab and Taxiway (433)- Increase in expenditures in the amount of \$400,000 for a grant awarded by the New Mexico Aviation Division for building renovations and an automated fuel farm;

WHEREAS, the City of Las Vegas is in need of making adjustments in the 2011 fiscal year budget;

WHEREAS, it is the majority opinion of this Council that the budget adjustments meets the requirements as currently determined for fiscal year 2011

NOW, THEREFORE, the Governing Body of the City of Las Vegas passes this budget resolution for budget adjustments, PASSED, APPROVED AND ADOPTED THIS _____ day of January, 2011.

Alfonso E. Ortiz, Jr. Mayor

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY:

Dave Romero, City Attorney

CITY COUNCIL MEETING AGENDA REQUEST

DATE: 01/07/11

DEPT: Utility Dept.

MEETING DATE: 01/19/11²⁶

ITEM/TOPIC: Approval to award Request for Bids for the Storrie Lake 12" Outlet Discharge Pipe Repair project.

ACTION REQUESTED OF COUNCIL: Approval/Disapproval to award project.

BACKGROUND/RATIONALE: The City of Las Vegas in conjunction with Molzen-Corbin & Associates put together a request for bids repairs to the Storrie Lake 12" outlet discharge pipe. The bid opening for this bid is scheduled for January 12, 2011. All bid documents along with the name of the recommended bidder will be provided on January 14, 2011. Due to the time constraints on this project we would like for it to be awarded at the January 19th meeting.

STAFF RECOMMENDATION: Allow for approval award bid to lowest bidder.

COMMITTEE RECOMMENDATION: This item will be discussed at the January 11, 2011 Utility Committee Meeting. Their recommendation will be provided at the council meeting.

THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY MANAGER'S OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.


SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:


ALFONSO E. ORTIZ, JR.
MAYOR


TIMOTHY P. DODGE
CITY MANAGER

PAMELA MARRUJO
INTERIM FINANCE DIRECTOR

PURCHASING AGENT
(FOR BID AWARD ONLY)

DAVE ROMERO
CITY ATTORNEY

Approved as to Legal Sufficiency Only
(If Box is Initialed by City Mngr., Review and Sign)



CITY OF LAS VEGAS

1700 N. GRAND AVE. • LAS VEGAS, NEW MEXICO 87701-4731 • 505-454-1401 • FAX: 505-425-7335

ALFONSO E. ORTIZ, JR.
Mayor

UTILITY DEPARTMENT MEMORANDUM

DATE: January 13, 2011

TO: Las Vegas City Council

FROM: Ken Garcia, Utilities Director *Ken Garcia*

SUBJECT: Recommendation to Award Construction Project and Proceed with Work to H.O. Construction to repair the existing, damaged 16 inch in-take/out take water line at Storrie Lake.

This past summer a heavy rainstorm in August significantly damaged and disjointed the existing 16 inch waterline (which provides back-up water supply to and from Storrie Lake) and it now lies totally exposed in the Storrie Lake canal, immediately south of and adjacent to Storrie Lake.

After completely design to repair the pipe and securing all permits from regulatory authorities, the City Utility Department went out to bid on December 15, 2010. Advertisements were done in both the Albuquerque Journal and the Las Vegas Optic. On January 12, 2011 the City opened bids from 9 different companies. A copy of the bid opening results is attached to this memo. The lowest bidder was H.O. Construction out of Albuquerque in the amount of \$42,154.69

The project design was also upgraded to sink the entire length of 16 inch pipe approximately 4 feet beneath the entire streambed width of the canal and fully encasing it with 12 inches of concrete and steel for added reinforcement against future, heavy summer rainfalls and long-term streambed erosion.

RECOMMENDATION:

City staff is recommending the City Council award this bid and direct the City Manager to sign the Notice To Proceed with the contractor to expedite this project. The project is anticipated to start in mid-February and is expected to be completed in 45 days.

Cc: Ben Ortega, Project Manager

MOLZENCORBIN

January 13, 2011

Mr. Ben Ortega
Utilities Director
City of Las Vegas
1700 North Grand Ave.
Las Vegas, New Mexico 87701

**RE: Information for Consideration of Award
Storrie Lake Inlet Pipe Crossing Repairs**

LVG104-11

Dear Mr. Ortega:

Nine (9) bids were received on January 13, 2011 for the Storrie Lake Inlet Pipe Crossing Repairs. A summary of the bids received and the Engineer's estimate is provided on the enclosed Bid Tabulation.

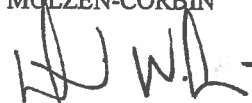
- The apparent low bidder was H.O. Construction, Inc. in the amount of \$42,154.69
- H.O. Construction, Inc. is a registered Contractor in the State of New Mexico, active GA01, GA03, GB98, and GS04, License No. 85027. We have verified this information with Contractor Licensing Services, Inc. (www.contractorsnm.com).

If the City agrees to award this project to H.O. Construction, Inc., please sign the attached Notice of Award and return to Molzen Corbin. We understand that the Owner reserves the right to award or reject any bid, as well as waive any technical irregularities in the bids.

Please call me should you have any questions regarding this communication.

Sincerely,

MOLZEN-CORBIN



Douglas W. Albin, P.S.

DD:ps
Enclosures

REPAIR OF 16" STORRIE LAKE OUT-LET PIPE REPAIR PROJECT

BID OPENING RESULTS OF JANUARY 12, 2011 at LAS VEGAS CITY HALL

ALL BIDDERS (IN ORDER OF BID OPENING):	BID AMT (includes NMGRT)
1. New Image Construction	\$50,499.37
2. Done Right Construction	\$46,292.53
3. Sangre De Cristo	\$47,428.98
4. Hays Plumbing and Heating	\$47,496.59
5. Barney and Son Excavating	\$45,496.87
6. H.O. Construction	\$42,154.69*
7. Robert Rivera Construction	\$49,802.86
8. Jeffries Plumbing	\$54,490.59
9. AAA Construction	\$63,339.84

***Lowest Bidder – H.O. Construction in the amount of \$42,154.69**

ADVERTISEMENT FOR BIDS

City of Las Vegas

1700 N. Grand Avenue

Las Vegas, New Mexico 87701-4731

Separate sealed BIDS for the installation of ductile iron pipe with fittings, concrete encasement, installation of pipe restraints on existing pipe, and removal and disposal of damaged existing pipe across existing Storrie Lake Intake Canal will be received by the City Clerk at the office of the City of Las Vegas, City Hall, 1700 N. Grand Avenue, Las Vegas, New Mexico 87701 until 2:00 p.m. on January 12, 2010, and then publicly opened and read aloud at the City Council Chambers.

Pre-Bid Conference. A non-mandatory Pre-Bid Conference meeting will be held on December 29, 2010 at the Storrie Lake Main Entrance. A tour of the project site will follow after the meeting. This Pre-Bid Conference meeting will be the only opportunity to view the project area prior to submitting a Bid.

The CONTRACT DOCUMENTS may be examined at the following locations:

Molzen-Corbin & Associates, 2701 Miles Road, SE, Albuquerque, New Mexico 87106

Construction Reporter, 1607 2nd St., Albuquerque, NM 87107

F.W. Dodge Corporation, 1615 University Ave., NE, Albuquerque, NM 87107

Builders News, 3435 Princeton Drive, NE, Albuquerque, NM 87107

Copies of the CONTRACT DOCUMENTS may be obtained at the office of Molzen-Corbin & Associates, located at 2701 Miles Road, SE, Albuquerque, New Mexico, upon payment of \$100.00 as a deposit for the CONTRACT DOCUMENTS. **All checks shall be made payable to the OWNER, as follows: City of Las Vegas. Cash will not be accepted.**

This deposit is fully refundable to any PLANHOLDER who returns the CONTRACT DOCUMENTS in good condition within 10 calendar days of the Bid Opening.

TO BE PUBLISHED: December 15, 2010 in the **Albuquerque Journal – North**.

TO BE PUBLISHED: December 15, 2010 in the **Las Vegas Optic**.

NOTICE OF AWARD

Dated _____, 2011

TO: H.O. Construction Inc.
(BIDDER)

ADDRESS: 4132 Sheldon Street SE
Albuquerque, New Mexico 87105

PROJECT: Storrie Lake Inlet Pipe Crossing Repairs

You are notified that your Bid dated January 12, 2011 for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for the Storrie Lake Inlet Pipe Crossing Repairs

The Contract Price of your contract is Forty Two Thousand One Hundred Fifty Four Dollars and 69/100 (\$42,154.69) excluding NMGRT.

You must comply with the following conditions precedent within ten (10) days of receipt of this Notice of Award.

- Submit five (5) copies of the Performance Bond and Payment Bond.
- Submit one (1) original set of Insurance Certificate.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid in default, to annul this Notice of Award and to declare your Bid Security forfeited.

City of Las Vegas
(Owner)

By: _____
(Authorized Signature)

(Title)

ACCEPTANCE OF AWARD

H.O. Construction, Inc.
(Contractor)

By: _____
(Authorized Signature)

(Title)

NOTICE TO PROCEED

Dated _____, 20__

TO: _____
(CONTRACTOR)

ADDRESS: _____

PROJECT Storrie Lake Inlet Pipe Crossing Repairs

OWNER'S CONTRACT NO. _____

CONTRACT FOR _____

(Insert name of Contract as it appears in the Bidding Documents)

You are notified that the Contract Times under the above contract will commence to run on _____, 20____. By that date, you are to start performing your obligations under the Contract Documents. In accordance with Article 3 of the Agreement the dates of Substantial Completion and completion and readiness for final payment are _____, 20____ and _____, 20____.

Before you may start any Work at the site, paragraph 2.7 of the General Conditions provides that you and Owner must each deliver to the other (with copies to ENGINEER and other identified additional insureds) certificates of insurance which each is required to purchase and maintain in accordance with the Contract Documents.

Also, before you may start any Work at the site, you must
(add other requirements)

City of Las Vegas
(OWNER)

By: _____
(AUTHORIZED SIGNATURE)

(TITLE)

By: _____
(CONTRACTOR)

(AUTHORIZED SIGNATURE)

(TITLE)

(DATE)

Copy to ENGINEER
(Use Certified Mail.
Return Receipt Requested.)