



**CITY OF LAS VEGAS**  
1700 N. GRAND AVE. LAS VEGAS, NEW MEXICO 87701  
505-454-1401 FAX: 505-425-7335

Mayor Tonita Gurule-Giron

**CITY OF LAS VEGAS  
WORK SESSION CITY COUNCIL AGENDA  
March 8, 2017–Wednesday– 5:30 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. **PUBLIC INPUT (not to exceed 3 minutes per person and persons must sign up at least fifteen (15) minutes prior to meeting.)**
- VII. **DISCUSSION ITEMS**

1. Resolution #17-05 Budget Adjustment Resolution

***Ann Marie Gallegos, Finance Director*** The City of Las Vegas is requesting increases to the FY2017 budgeted revenues, expenditures, transfers to and from within various funds of the FY2017 budget.

2. Resolution 17-06 repeals and replaces resolution 16-45 establishing a convenience fee for credit and debit card transactions offsetting transaction fees charged by credit card companies.

***Lee Einer, Public Information Officer*** Resolution 16-45 adopted January 18, 2017 established a convenience fee for credit and debit card transactions for customers paying their utility bills. Resolution 17-06 will include an established fee for all credit and debit City transactions.

## **VIII. EXECUTIVE 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.**

## **IX. ADJOURN**

**ATTENTION PERSONS WITH DISABILITIES:** 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 72 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

## Work Session

### CITY COUNCIL MEETING AGENDA REQUEST

DATE: 02/24/2017

DEPT: Finance

MEETING DATE: 03/08/2017

**DISCUSSION ITEM/TOPIC:** Resolution #17-05 Budget Adjustment Resolution

**BACKGROUND/RATIONALE:** The City of Las Vegas is requesting increases to the FY2017 Budgeted revenues, expenditures, transfers to and from within various funds of the FY2017 Budget.

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.**

  
SUBMITTER'S SIGNATURE

**REVIEWED AND APPROVED BY:**

  
TONITA GURULE-GIRON  
MAYOR

  
RICHARD TRUJILLO  
CITY MANAGER

\_\_\_\_\_  
ANN MARIE GALLEGOS  
FINANCE DIRECTOR  
(PROCUREMENT)

\_\_\_\_\_  
PURCHASING AGENT  
(FOR BID/RFP AWARD)

\_\_\_\_\_  
H. CHICO GALLEGOS  
CITY ATTORNEY  
(ALL CONTRACTS MUST BE  
REVIEWED)

STATE OF NEW MEXICO  
MUNICIPALITY OF CITY OF LAS VEGAS  
BUDGET ADJUSTMENT RESOLUTION NO. 17-05

**WHEREAS**, The Governing Body in and for the Municipality of Las Vegas, State of New Mexico has developed a budget for fiscal year 2017; and

**WHEREAS**, said budget adjustments were developed on the basis of an increase in revenues and expenditures, transfers in/or out in various funds; and

**WHEREAS**, increase/decrease in revenues, expenditures, transfer in, and transfers out to be funded by additional funds identified and;

**WHEREAS**, the City of Las Vegas is in need of making adjustments to the 2017 fiscal year budget;

**WHEREAS**, it is the majority opinion of this Council that the budget adjustment meets the requirement as currently determined for fiscal year 2017;

**NOW, THEREFORE**, the Governing Body of the City of Las Vegas passes this budget resolution for budget adjustments, PASSED, APPROVED AND ADOPTED THIS 8th DAY OF MARCH, 2017.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Casandra Fresquez, City Clerk

Reviewed and Approved as to Legal Sufficiency Only:

\_\_\_\_\_  
H. Chico Gallegos, City Attorney



3/8/2017

CITY OF LAS VEGAS  
RESOLUTION #17-05  
BUDGET ADJUST REQUEST  
FISCAL YEAR 2017

Resolution 17-05	Fund		Revenues	Transfers	Expenditures	
Rec Ctr GRT	330-0000-890-9536	Transfer to 468	\$ -	\$ 350,000.00	\$ -	Rec Ctr Upgrades
Recreation Ctr	468-0000-890-9237	Transfer from 330		\$ (350,000.00)		
Recreation Ctr	468-0000-720-8003	Bldings,Struct & Land			\$ 300,000.00	Rec Ctr Upgrades
Senior Center	282-0000-540-5998	Revenue-Decrease	\$ (19,036.00)	\$ -		Budget decrease
Senior Center	282-6300-750-6349	Expenditures-Decrease		\$ -	\$ (19,036.00)	Budget decrease
Senior Center	282-6100-540-5534	Revenue-Increase	\$ 2,350.00			Revenue-Increase
Senior Center	282-6200-540-5534	Revenue-Increase	\$ 3,028.00			Revenue-Increase
Senior Center	282-6100-750-7130	Expenditure-Increase			\$ 2,350.00	Expenditure-Increase
Senior Center	282-6200-750-7130	Expenditure-Increase			\$ 3,028.00	Expenditure-Increase
Comm Dev	200-0000-500-0000	Revenue	\$ 50,000.00			NMFA Grant
Comm Dev	200-0000-700-0000	Expenditure			\$ 50,000.00	Metrop RedevelopPlan
Total			\$ 36,342.00	\$ -	\$ -	\$ 336,342.00

General Ledger Account Manager: 330-0000-100-1106

Save and Close

Save and New

Delete

Print Screen

Help

Documents

330-0000-100-1106

Fiscal

7/1/2016 - 6/30/2017

Balance: 494,834.70

Pending: 0.00

General

Segmentation

Report Groups

Notes

Authorization

Budget

Summary

Detail

Period Distributions

Adjustments

Budget Notes

History

Detail

Period Activity

Fiscals

Journal Entries

Encumbrances

Reserves

Demographics

Fund330 - RECREATION CENTER GRT PHASE II

Account TypeAsset

Account Key33000001001106

Account Number330-0000-100-1106

Account NameCASH IN BANK-OTHER FUNDS

StatusActive

Project RequirementDisallowed

Project Account

Protected

Summary

SummaryCASH IN BANK-OTHER FUNDS



City of Las Vegas, NM

# Budget Report Account Summary

For Fiscal: 2016-2017 Period Ending: 02/28/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 330 - RECREATION CENTER GRT PHASE II</b>							
<b>Revenue</b>							
330-0000-430-5354	1/8 INFRASTRUCTURE	320,000.00	320,000.00	0.00	221,769.76	-98,230.24	30.70 %
330-0000-450-5500	INTEREST EARNED	2,500.00	2,500.00	0.00	2,551.32	51.32	102.05 %
330-0000-450-5603	OTHR ADMN FEES/GRT	12,400.00	12,400.00	0.00	7,449.64	-4,950.36	39.92 %
<b>Revenue Total:</b>		<b>334,900.00</b>	<b>334,900.00</b>	<b>0.00</b>	<b>231,770.72</b>	<b>-103,129.28</b>	<b>30.79 %</b>
<b>Expense</b>							
330-0000-700-7559	PRINCIPAL PAYMENT	120,000.00	120,000.00	0.00	0.00	120,000.00	100.00 %
330-0000-700-7560	INTEREST EXPENSE	49,000.00	49,000.00	0.00	24,500.00 <del>44,338.74</del>	4,661.26	9.51 %
330-0000-700-7562	PRINCIPAL - LV30	276,197.00	276,197.00	0.00	0.00	276,197.00	100.00 %
330-0000-700-7563	INTEREST - LV30	38,957.00	38,957.00	0.00	19,838.74	38,957.00	100.00 %
330-0000-700-7573	ADMIN FEES - GRT	0.00	0.00	0.00	7,449.64	-7,449.64	0.00 %
330-0000-890-9215	TRANS FR 101/REC CTR	-335,703.00	-335,703.00	0.00	-189,388.92	-146,314.08	43.58 %
330-0000-890-9536	TRANSFER TO 468	100,000.00	100,000.00	0.00	58,310.00	41,690.00	41.69 %
<b>Expense Total:</b>		<b>248,451.00</b>	<b>248,451.00</b>	<b>0.00</b>	<b>-79,290.54</b>	<b>327,741.54</b>	<b>131.91 %</b>
<b>Fund: 330 - RECREATION CENTER GRT PHASE II Surplus (Deficit):</b>		<b>86,449.00</b>	<b>86,449.00</b>	<b>0.00</b>	<b>311,061.26</b>	<b>224,612.26</b>	<b>-259.82 %</b>
<b>Report Surplus (Deficit):</b>		<b>86,449.00</b>	<b>86,449.00</b>	<b>0.00</b>	<b>311,061.26</b>	<b>224,612.26</b>	<b>-259.82 %</b>

470,255.11  
 (144,500.00) loan payments 6/01/17  
 (41,690.00) transfer to 468  
 284,065.11  
 98,230.24 GRT - Budgeted  
 382,295.35

P- 120,000  
 I- 24,500  
 144,500  
 41,690  
 186,190  
 100,000 GRT  
 86,190

470,255.11 Cash-Curren  
 98,230.24 GRT- Bal Budget  
 568,485.35  
 (187,000.00) remaining expense  
 = 381,485.35 unbudgeted cash

Recomm. 350,000



City of Las Vegas, NM

*Budget increased in March 2017*

# Budget Report Account Summary

For Fiscal: 2016-2017 Period Ending: 02/28/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 468 - RECREATION PHASE II</b>							
<b>Revenue</b>							
468-0000-430-5887	NMFA LOAN PROCEEDS	2,500,000.00	2,500,000.00	0.00	1,596,288.28	-903,711.72	36.15 %
468-0000-450-5500	INTEREST EARNED	0.00	0.00	0.00	5,185.89	5,185.89	0.00 %
	<b>Revenue Total:</b>	<b>2,500,000.00</b>	<b>2,500,000.00</b>	<b>0.00</b>	<b>1,601,474.17</b>	<b>-898,525.83</b>	<b>35.94 %</b>
<b>Expense</b>							
468-0000-720-8003	BUILDINGS, STRUCT & LAND	3,430,000.00	3,430,000.00	0.00	2,108,466.16	1,321,533.84	38.53 %
468-0000-720-8004	EQUIPMENT	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
468-0000-890-9237	TRANSFER FROM 330	-100,000.00	-100,000.00	0.00	-58,310.00	-41,690.00	41.69 %
	<b>Expense Total:</b>	<b>3,430,000.00</b>	<b>3,430,000.00</b>	<b>0.00</b>	<b>2,050,156.16</b>	<b>1,379,843.84</b>	<b>40.23 %</b>
	<b>Fund: 468 - RECREATION PHASE II Surplus (Deficit):</b>	<b>-930,000.00</b>	<b>-930,000.00</b>	<b>0.00</b>	<b>-448,681.99</b>	<b>481,318.01</b>	<b>51.75 %</b>
	<b>Report Surplus (Deficit):</b>	<b>-930,000.00</b>	<b>-930,000.00</b>	<b>0.00</b>	<b>-448,681.99</b>	<b>481,318.01</b>	<b>51.75 %</b>

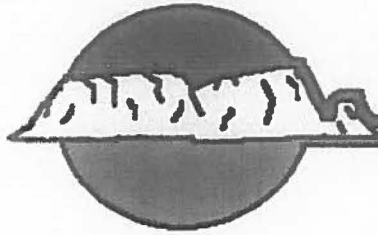
*Available 665,000  
2/10/17*

Beg Cash — 841,418.95  
 2,505,802.57  
 Available 3,347,221.52  
 transfer in 100,000.00 (Budgeted)  
 expenditure (3,530,000.00) (Budgeted)  
 sh Short (82,778.48)

1/31/17 Bal - Cash 388,134.58  
 Bal Budgeted transfer 41,690.00  
 Proposed Cash Balance 429,824.58

transfer in \* 350,000  
 300,000 Increase Expenditure





# CITY OF LAS VEGAS

**MAYOR TONITA GURULE-GIRON**

## MEMO

**Date:** February 7, 2017

**To:** Ann Marie Gallegos, Finance Director

**Fr:** Wanda Salazar, Senior Center Manager

**CC:** Pamela Marrujo, Recreation Director

**Reg:** Increase/Decrease Budget to Reflect Amended Contracts

Please see the attached budget adjustments that have been given to us by AAA. As per Pam, I was asked to send you the line item breakdowns. They are as follows:

Budget Adjustment Decrease (Please see attached)

Revenue – 282-6300-540-5998 \$19,036

Expense – 282-6300-750-6349 \$19,036

Budget Adjustment Increase (Please See Attached)

Revenue – 282-6100-540-5534 \$2,350

Revenue – 282-6200-540-5534 \$3,028

Expense – 282-6100-750-7130 \$2,350

Expense – 282-6200-750-7130 \$3,028

The Budget Increase is only a total of \$5,378 to the budget because when the budget was initially completed back in March, the NSIP was based on an estimate of units totaling \$70,148. When the NSIP Contract was received, the amount funded was \$65,002. This is a difference of \$5,146.

Adding the (\$2,350 + \$3,028) + \$5,146 = This equals the funds awarded now of \$10,524. If you have questions, please let me know. Thank you

**DAVID ULIBARRI**

Councilor, Ward 1

**VINCE HOWELL**

Councilor, Ward 2

**BARBARA CASEY**

Councilor, Ward 3

**DAVID L.ROMERO**

Councilor, Ward 4

**North Central New Mexico Economic Development District  
Non-Metro Area Agency on Aging**

**DIRECT PURCHASE OF SERVICES  
VENDOR AGREEMENT  
AMENDMENT No. 1**

This Amendment is made and entered into this 18th day of November, 2016, by and between the North Central New Mexico Economic Development District, Non-Metro Area Agency on Aging hereinafter referred to as the "Agency" and City of Las Vegas hereinafter referred to as the "Contractor".

**1. Purpose of Amendment.** The purpose of the Amendment is to:

Revise the contract amount from \$515,680.00 to \$496,644.00 thereby decreasing the total dollar amount by \$19,036.00.

**2. Changes to Contract.** The following changes are amendments to the contract:

**A. Paragraph I.B. Payment for services is amended to read:** For the Services by the Agency to be satisfactorily provided by the Vendor hereunder, the Agency shall pay the vendor during the Term an aggregate amount, not to exceed \$ 496,644.00 said aggregate amount to be derived from the following sources, when units are met.

1. (\$ 30960) from Title III-B of OAA;
2. (\$ 50000) from Title III-C1 of OAA;
3. (\$ 88333) from Title III-C2 of OAA;
4. (\$ ) from Title III-D of OAA;
5. (\$ ) from Title III-E of OAA;
6. (\$ 327,351.00) from the NMGAA-State/HB-2.


**Paragraph I.C. Services and Reimbursement Methodology is amended to read:**

Service	Total Unit Cost (III, State, PI, Local)	Federal Title III & State Negotiated Unit Costs	Units of Service	Fees
Congregate Meals	\$12.6070	\$4.0000	20000	370
Home Delivered Meals	\$9.4744	\$5.8400	64000	415
Transportation	\$12.5759	\$6.1263	7000	115
Assisted Transportation	\$	\$		
Case Management	\$	\$		
Adult Day Care	\$	\$		
Chore Services	\$	\$		
Homemaker/Housekeepi ng	\$	\$		

Health Education/Training		\$		
Physical Fitness/Exercise	\$	\$		
Health Screening	\$	\$		
NFCSP - Family Caregivers: Elderly				
CG - Counseling	\$	\$		
CG - Respite Care	\$	\$		
CG - Supplemental	\$	\$		
CG - Assistance	\$	\$		
CG - Information	\$	\$		
NFCSP - Family Caregivers: Grandchildren				
CG - Supplemental	\$	\$		
CG - Respite Care	\$	\$		

3. All other clauses in the original Agreement will remain unchanged and together with this Agreement constitute the entire Agreement between the Contractor and NCNMEDD, Non-Metro AAA.
4. For the faithful performance of the terms of this agreement, the parties affix their signatures and bind themselves effective November 18, 2016.

City of Las Vegas Senior Center  
Legal Name of Vendor/Contractor

  
Signature

Richard Trujillo  
Printed/Typed Name of Signatory

1/14/17  
Date

NCNMEDD Non-Metro Area Agency on Aging  
Name of Area Agency on Aging

  
Signature

Tim Armer, Executive Director  
Printed/Typed Name of Signatory

11/18/2016  
Date

**NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT  
NON-METRO AREA AGENCY ON AGING  
NOTIFICATION OF GRANT AWARD (NOA)**

TITLE III

GRANTEE: City of Las Vegas ADDRESS: PHONE:			APPROVED BUDGET PERIOD FROM 7/1/88 TO 6/30/89				COMMUNITY DEVELOPMENT <input type="checkbox"/> Resident <input type="checkbox"/> BAR <input type="checkbox"/> Other		NQA DATE 10/18/88
DESCRIPTION	FEDERAL	STATE	LOCAL	Funding Participation	PROJ. INC.	TOTAL			
Title III 93.044 Access to Home	\$ 30,000	\$ 11,934	\$ 28,788	\$ -	\$ 1,000	\$	72,672		
Community All Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
Sub Total	\$ 30,000	\$ 11,934	\$ 28,788	\$ -	\$ 1,000	\$	72,672		
Title III 93.045 Medial Costs	\$ 80,000	\$ 30,000	\$ 80,000	\$ -	\$ 22,000	\$	180,000		
Sub Total	\$ 80,000	\$ 30,000	\$ 80,000	\$ -	\$ 22,000	\$	180,000		
Title III 93.046 Medial Costs	\$ 80,333	\$ 285,427	\$ 80,788	\$ -	\$ 13,000	\$	437,510		
Sub Total	\$ 80,333	\$ 285,427	\$ 80,788	\$ -	\$ 13,000	\$	437,510		
Title III 93.043 Evidence Based	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
Title III 93.052 Care Other Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
<b>DEMONSTRATION GRANT</b>									
ALZHEIMER Respite Care	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
<b>ALL STATE OTHER</b>									
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
<b>SUB TOTALS</b>									
Title III 93.044	\$ 30,000	\$ 11,934	\$ 28,788	\$ -	\$ 1,000	\$	72,672		
Title III 93.045	\$ 80,000	\$ 30,000	\$ 80,000	\$ -	\$ 22,000	\$	180,000		
Title III 93.046	\$ 80,333	\$ 285,427	\$ 80,788	\$ -	\$ 13,000	\$	437,510		
Title III 93.043	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
Title III 93.052	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
Alzheimer Respite Care	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
All State Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
<b>GRAND TOTAL</b>	\$ 180,333	\$ 397,391	\$ 189,537	\$ -	\$ 26,000	\$	692,491		
<b>COMPUTATION OF GRANT</b>									
1. Estimated Total Cost.....	\$	692,491	a. Federal/State Shares will be comprised of:						
2. LEAS Anticipated Proj. Inc. ....	\$	30,000	a. Federal/State						
3. Estimated Net Cost.....	\$	662,491	grant unearned						
			in previous project year(s)						
			b. Carry Over						
4. Non-Federal and Non-state			FY 88						
Share of Net Cost.....			Federal						
5. Proj. Inc. (Used as Match).....	\$	30,000	State						
6. Federal Share of Net Cost.....	\$	180,333							
7. State Share of Net Cost.....	\$	327,361	c. New Obligational						
			Authority Herein Awarded						
			FY-						
			Federal						
			State						
			\$ 180,333						
			\$ 327,361						

## NOTIFICATION OF GRANT AWARD

**TERMINALS:** In addition to the conditions contained in the agreement on the application form, the conditions below apply to this grant:

- ☒ 1. Unless revised, the amount of lines 6 and 7 (Computation of Grant) will constitute a ceiling for federal and/or state participation in the approved cost.
- ☒ 2. The federal and/or state share of the project cost is earned only when the cost is incurred and the non-federal and/or state share of the cost has been contributed. Receipt of federal and/or state funds (either through advances or reimbursements) does not constitute earning of these funds.
- ☒ 3. If the actual net cost is less than the amount on line 3 (Computation of Grant) the non-federal and/or non-state share, the federal share and the state share will meet the percentages indicated on Page 1 of the NGA.
- ☒ 4. As shown in the Computation of Grant (summing satisfactory progress, adequate justification and the availability of funds), the federal and state shares shall meet the amounts shown on lines 6 and 7 of the estimated net project cost shown on line 3.
- ☒ 5. Funds heretofore awarded will remain available during the length of the project period; however, state and/or federal funds are dependent upon availability.
- ☒ 6. Programs must meet the units of services projected to be reimbursed or submit an amended plan detailing reasons why approved units are not being met which must be approved by the MCMAHEDD Area Agency on Aging.

**THE GRANTEE ORGANIZATION IS RESPONSIBLE FOR RETAINING RECORDS OF ALL FEDERAL AND/OR STATE ACCOUNTS AS FOLLOWS:**

All accounting records are to be kept in accordance with federal and state policy and readily available for examination by Area Agency personnel or other federal and/or state officials authorized to examine any or all financial and programmatic records. Such records shall be retained in accordance with the following:

1. Keep adequate and complete financial records, and to report promptly and fully to the Area Agency.
2. If a federal and/or state audit has not been made within three (3) years after project termination, project records may then be destroyed, on approval of the Agency.
3. In all cases, no over-riding requirement exists to retain records until resolution of any such questions relating to justified price.
4. Non-federal resources must be contributed equally to the percentage of the non-federal share of actual net costs for a project year. If a Grantee reports federal and/or state cash received but unearned on the final project report for a project year, the Grantee then owes the Area Agency this amount. This amount may constitute a cash advance on any funds awarded to the Grantee by the Area Agency for the following project year.
5. The disposition of unearned portions of federal and/or state funds at the end of the project year shall be made in accordance with current state policies.
6. Unearned federal and/or state cash at the time the project is terminated shall be returned in full to the Area Agency.
7. All obligations will be liquidated within 30 days after the end of the project year and before final program and financial reports are submitted.
8. Inventory of project equipment will be maintained and submitted as requested.
9. Project records will be preserved and kept available to federal and state auditors at the primary offices of the Grantee.

Signature of MCMAHEDD Non-Metro Area Agency on Aging Authorizing Official:

We, the undersigned officers of the Grantee organization, certify that we are in agreement with the terms and conditions of this award.

Date:

Date:

Tim Arner  
Executive Director

Date

11/18/2016





# NEW MEXICO FINANCE AUTHORITY

December 7, 2016

**Via First Class Mail and Email**

City of Las Vegas  
Attn: Annette Velarde, Community Development Director  
1700 N Grande Ave  
Las Vegas, NM 87701  
eventsandfilms@gmail.com

RE: City of Las Vegas; NMFA Project No. 3656-PG, Metropolitan Redevelopment Act Plan

Dear Ms. Velarde:

The Board of Directors of the New Mexico Finance Authority met on November 30, 2016 to review the City of Las Vegas' application for Metropolitan Redevelopment Act Plan (MRA Plan). The City received conditional approval by NMFA for a Local Government Planning grant for 100% of the cost of its MRA Plan, not to exceed \$50,000. The planning grant is conditional upon the completion of the following Readiness-to-Proceed items:

- NMEDD Approval of consultant, contract, and scope of plan within five months
- Approval of the Final Document by the designated agency within 12 months
- Receipt of the Final Planning Document
- Any additional information requested

The City is required to obtain written approval from the New Mexico Economic Development Department (NMEDD). Please submit your document to Juan Torres at NMEDD at [Juan.Torres@state.nm.us](mailto:Juan.Torres@state.nm.us). He may be reached at (505) 827-0238. Once the NMEDD has issued a written approval of the planning document, the closing process will be initiated by our legal counsel and closing coordinator.

Please send all correspondence through [LGPF@nmfa.net](mailto:LGPF@nmfa.net), and you may contact me directly at (505) 992-9653. I look forward to working with you.

Sincerely,

Michael Vonderheide  
Director of Water Resources

Enclosure

cc: Daniel Gutierrez, NM Main Street/EDD, [daniel.gutierrez2@state.nm.us](mailto:daniel.gutierrez2@state.nm.us)  
Juan Torres, NMEDD [Juan.Torres@state.nm.us](mailto:Juan.Torres@state.nm.us)



## Executive Summary

<b>Applicant:</b>	City of Las Vegas	<b>Project #:</b>	3656-PG
<b>Project:</b>	Metropolitan Redevelopment Act Plan		
<b>Grant Amount:</b>	\$50,000	<b>Match Amount:</b>	\$0

**Project:** The City of Las Vegas (the City) will use the proceeds of the grant to perform a Metropolitan Redevelopment Act Plan ("MRA") per New Mexico's Redevelopment Code which will include, but not limited to, the following:

- 1) An inventory and mapping of existing conditions of land use, zoning, public land ownership, transportation networks and traffic volumes;
- 2) Overview of existing downtown, municipal and regional commercial and housing market conditions;
- 3) New and future land uses and revitalization projects to integrates the preservation and conservation of existing historic buildings and cultural properties;
- 4) Determine vacant, underutilized and/or available land and buildings and;
- 5) Projects to include job creation, economic redevelopment, livability, walkability, and serve to support and enhance its authentic and unique sense of place.

The City passed a resolution on 6/24/2010 designating the City of Las Vegas as a Metropolitan Redevelopment Area as defined by the Metropolitan Redevelopment Code (3-60A-8). The purpose of the MRA Plan is to address Las Vegas's "blighted" areas. The master plan is part of the process of the City's initiative and goals to "promote infill development on vacant and underutilized lots" and "develop/redevelop vacant, underutilized, and abandoned buildings wherever possible in Las Vegas." With the powers made available to municipalities by the NM Metropolitan Redevelopment Code, the City of Las Vegas will be working with the private sector to create opportunities for new housing, assist in preserving existing businesses in the area, expand the business community and implement public improvements and investments in an area comprised of three historic commercial districts; Old Town, New Town and the Railroad Districts, as well as portions of adjacent historic residential neighborhoods.

**Qualifying Criteria:** Pursuant to Section 5.2 of the Rules Governing the Local Government Planning Fund, 100% of the amount is recommended because the MRA Plan is needed to address declining economic development. The City has a Median Household Income of \$21,539 or 47.90% of the State of New Mexico.

### Strengths

- The MRA Plan will create a district vision and master plan reflecting asset inventory, a market
- \* analysis, implementation strategies and priorities while identifying funding sources inclusive of the community's participation.
- \* The planning grant request is accompanied by an NMEDD Letter of Support.

### Weaknesses

- \* None to note.

This is the first time this project has appeared before the NMFA Board.

**Recommendation:** This grant complies with NMFA policies and Staff recommends approval.



## Work Session

### CITY COUNCIL MEETING AGENDA REQUEST

DATE: 2/24/17

DEPT: Executive

MEETING DATE: 3/8/17

**DISCUSSION ITEM/TOPIC:** Resolution 17-06 repeals and replaces resolution 16-45 establishing a convenience fee for credit and debit card transactions offsetting transaction fees charged by credit card companies.

**BACKGROUND/RATIONALE:** Resolution 16-45 adopted January 18, 2017 established a convenience fee for credit and debit card transactions for customers paying their utility bills. Resolution 17-06 will include an established fee for all credit and debit City transactions.

**THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.**



SUBMITTER'S SIGNATURE

REVIEWED AND APPROVED BY:



TONITA GURULE-GIRON  
MAYOR



RICHARD TRUJILLO  
CITY MANAGER



ANN MARIE GALLEGOS  
FINANCE DIRECTOR  
(PROCUREMENT)

PURCHASING AGENT  
(FOR BID/RFP AWARD)



H. CHICO GALLEGOS  
CITY ATTORNEY  
(ALL CONTRACTS MUST BE  
REVIEWED)

CITY OF LAS VEGAS

RESOLUTION NO. 17- 06

**A RESOLUTION REPEALING AND REPLACING RESOLUTION NO. 16-45 ESTABLISHING A CONVENIENCE FEE FOR CREDIT AND DEBIT CARD TRANSACTIONS OFFSETTING TRANSACTION FEES CHARGED BY CREDIT CARD COMPANIES**

**Whereas:** The City of Las Vegas Utilities Department is currently absorbing transaction fees charged by credit card companies; and

**Whereas:** such transaction fees cost the Utilities Department an estimated \$2,500 per month and also are an expense for other City departments; and

**Whereas:** That cost will rise along with the volume of credit and debit card transactions as online bill pay is made available to city customers; and

**Whereas:** it is common practice for government agencies to offset the expense of credit card transactions by charging a fully disclosed convenience fee; and

**Whereas:** A \$1.25 per transaction fee will partially offset the expense incurred by the city for processing credit and debit card payments;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the City of Las Vegas that the City hereby establishes a convenience fee of \$1.25 per transaction for City customers choosing to pay their bills by credit or debit card.

ADOPTED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
Richard Trujillo, City Manager

ATTEST:

\_\_\_\_\_  
Casandra Fresquez, City Clerk

Approved as to Legal Sufficiency Only

\_\_\_\_\_  
Chico Gallegos, City Attorney