



City of Las Vegas

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Mayor David Romero

CITY OF LAS VEGAS REGULAR CITY COUNCIL MEETING April 10, 2024–Wednesday– 5:30 p.m.

San Miguel County Chambers
500 W. National Avenue
Las Vegas, NM 87701

AGENDA

*City Council Meetings are
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https://www.youtube.com/channel/UCNGDVGRRAL0qVevel5JYeRw?view_as=subscriber

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MOMENT OF SILENCE**
- V. **APPROVAL OF AGENDA**
- VI. **PUBLIC INPUT (comments limited to topics on current agenda; not to exceed 3 minutes per person and individuals must sign up at least fifteen (15) minutes prior to meeting.)**
- VII. **MAYOR'S APPOINTMENTS/REPORTS AND RECOGNITIONS/PROCLAMATIONS**
 - Appointment of Councilor Michael Montoya and Councilor Marvin Martinez to the NMHU art selection team.
 - Appointment of Councilor Michael Montoya to the Utilities Advisory Committee
 - Appointment of former Mayor Louie Trujillo to the Keep America Beautiful Committee
 - Proclamation for "Donate Life Month"

David Ulibarri
Councilor Ward I

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

Marvin Martinez
Councilor Ward 4

VIII. COUNCILORS' REPORTS

IX. CITY MANAGER'S REPORT

X. APPROVAL OF MINUTES (March 13th, March 20th Special and March 20th Regular 2024)

XI. PRESENTATIONS /POSSIBLE DIRECTION(not to exceed 10-15 minutes)

- Presentation by Luis Hernandez speaking on promoting and marketing the 4th of July Fiestas.

XII. BUSINESS ITEMS

1. Request approval to Publish Ordinance No. 24-01 amending Gas Ordinance 06-08 and Section 255-11 of the Municipal Code.

Tim Montgomery, City Manager The amendments pertain to payment, delinquencies and cut-offs.

2. Request approval to Publish Ordinance No. 24-02 amending Sewer Ordinance 05-12 and Section 340-53 of the Municipal Code.

Tim Montgomery, City Manager The amendments pertain to payment; delinquencies; liens; disconnections; billing month.

3. Request approval to Publish Ordinance No. 24-03 amending Water Ordinance 05-17 and Section 440-9 of the Municipal Code.

Tim Montgomery, City Manager The amendments pertain to payments; delinquencies; liens; disconnections.

4. Request approval to Publish Ordinance No. 24-04 amending Solid Waste Ordinance 10-20 and Section 361-10 of the Municipal Code.

Tim Montgomery, City Manager The amendments pertain to services, rates and charges as well as the addition of Section 361-12, payments; delinquencies; liens; disconnections.

5. Request approval of Memorandum of Understanding (MOU) between the City of Las Vegas, San Miguel County and New Mexico Highlands University (NMHU) regarding the Gene Torres Golf Course.

Tim Montgomery, City Manager NMHU is requesting \$60,000.00 per season for the 2024 season, with the option of contributions for two additional seasons. Contributions for additional seasons will be decided annually after a demonstration of progress on land development by NMHU.

6. Conduct a Public Hearing and Approval of a Transfer of Ownership of Dispenser Liquor License No. 0290 with Package Sales only.

Casandra Fresquez, City Clerk The applicant, Tomika, LLC is requesting approval of a transfer of ownership of Dispenser Liquor License No. 0290 with package sales only. The Director of Alcohol Beverage Control Division (ABC) has reviewed the referenced application and granted preliminary approval. The application has been forwarded to our Governing Body for consideration of the liquor license application. All zoning and publication requirements have been met.

7. Request approval of an encroachment agreement with Bill and Kathleen Hendrickson.

Lucas Marquez, Community Development Director Mr. and Mrs. Hendrickson are the owners of property located on 825 7th Street and are requesting an encroachment for the purpose of selling said property.

8. Request approval of Resolution No. 24-11, the sale of obsolete City assets at an online auction.

Dominic Chavez, Interim Finance Director The City of Las Vegas has obsolete excess property, equipment, scrap metal and other items deemed unusable and desires to hold an online auction in the Spring of 2024.

9. Request approval of Amendment 4 to Lease Agreement between the City of Las Vegas and the New Mexico Department of Veteran Services.

Tim Montgomery, City Manager The lease agreement is for the leased premises located at 917 Douglas Avenue.

10. Request approval of the contract between the City of Las Vegas and Arch Consulting, LLC.

Tim Montgomery, City Manager RFP #2024-17 was awarded to Arch Consulting, LLC at the March 13, 2024 Council Meeting for grant consulting services.

11. Discussion/Request approval for additional funding in the amount of \$440,131.77 for an additional 1.5 inches of asphalt on the Legion Drive project.

Arnold Lopez, Public Works Director The additional asphalt will increase the thickness to 5 inches compared to the current thickness of 3.5 inches.

XIII. EXECUTIVE SESSION

In Accordance with the New Mexico Open Meetings Act, NMSA 1978, Section 10-15-1, (H) (2) Limited personnel matters: Discussion on appointing a Finance Director.

Pursuant to NMSA 1978, Section 10-15-1(D), (I), the Council may convene in a closed session upon motion of any Councilor and majority vote of the Council. Any closed session shall be limited to only those subjects announced prior to the vote to convene a closed session and those subjects properly placed on the agenda, thereby affording the general public notice of the subjects to be discussed. No votes shall be taken in closed session.

XIV. EXECUTIVE SESSION ACTION ITEMS

1. Discussion/Appointment on one of the two applicants for Finance Director:

- a) Arthur Gonzales
- b) Morris Madrid

Tim Montgomery, City Manager As per the Municipal Charter, Section 5.07. C. The City Manager shall appoint department directors, subject to approval by the Governing Body.

XV. 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 County Chambers you consent to photography, audio recording, video recording and its/their use for inclusion on the City of Las Vegas website and to be broadcast on YouTube.

NOTE: A final agenda will be posted 72 hours prior to the meeting. Copies of the Agenda may be obtained from the Office of the City Clerk, 905 12th Street Las Vegas, NM 87701 or the City's website at www.lasvegasnm.gov

MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL REGULAR MEETING HELD ON WEDNESDAY, MARCH 13, 2024 AT 5:30 P.M. IN THE SAN MIGUEL COUNTY CHAMBERS.

MAYOR: David Romero

COUNCILORS: Marvin Martinez
Barbara Casey **via Cell Phone**
Michael L. Montoya
David Ulibarri

ALSO PRESENT: Tim Montgomery, City Manager
Casandra Fresquez, City Clerk
Caleb Marquez, Sergeant at Arms

CALL TO ORDER

Mayor Romero called the meeting to order at 5:30 pm.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Martinez asked for a moment of silence to thank everyone who was present and for making the meeting possible. Councilor Martinez advised that the City is moving in the right direction.

APPROVAL OF AGENDA

City Clerk Fresquez advised that there was an error on the agenda under Executive Session and asked to remove section (H)(5) for Collective Bargaining, which should not have been on the agenda.

Councilor Martinez asked to move Consent Items (1-3) right after Business Item #9.

Councilor Martinez made a motion to approve the agenda as amended. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	Barbara Casey	No
Marvin Martinez	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

PUBLIC INPUT

There was no public input.

MAYOR'S APPOINTMENTS/REPORTS AND RECOGNITIONS/PROCLAMATIONS

Mayor Romero advised that there was a community meeting for Ward 4 regarding the project at El Creston. Mayor Romero apologized to the public for any inconvenience the relocation of staff has caused.

COUNCILORS' REPORTS

Councilor Martinez thanked Mayor Romero and City Manager Montgomery for attending the Ward 4 community meeting for the El Creston Road Improvement project.

Councilor Montoya advised that some citizens reported that they are having issues with their trash pick-up on a weekly basis. Councilor Montoya asked that they place the tractor trailer from Solid Waste on the next auction. Councilor Montoya stated that they need to place netting at Solid Waste to stop the trash from going into neighboring yards.

CITY MANAGER'S REPORT

City Manager Tim Montgomery discussed the following;

- Welcomed new staff to the City of Las Vegas
- Vehicle Hail Damage update
- Rodriguez Park-Phase II update
- Interim Community Services Director-June Tafoya
- City Hall update
 - Special Meeting to discuss options
- Senate Bill 148-removes 3% tax from Gross Receipts Tax
- Department updates
- Road/Project updates
- Reservoir storage update
- Community Outreach

Mayor Romero thanked City Manager Montgomery for his efforts in being transparent with the public.

Councilor Montoya asked about the hail damage on City buildings.

City Manager Montgomery advised that there were 5 buildings that needed to be reassessed on March 20th.

Councilor Montoya asked if he received quotes for South Pacific Park.

City Manager Montgomery advised yes, the quotes were for \$20,000 for the steps, which they don't currently have in the budget.

Councilor Montoya asked about the score boards at Rodriguez Park.

Parks and Recreation Director Arturo Padilla advised that they were supposed to arrive Friday.

Councilor Montoya asked about the investigation regarding the missing score board.

City Manager Montgomery advised that nothing has been found so they moved forward with purchasing the score boards.

Councilor Montoya thanked City Manager Montgomery for his report. Councilor Montoya requested that they start the process to identify all the vacant properties so they could move forward with auctioning off those properties and recommended that the funding from auctioning off the properties go towards a new City Hall.

Councilor Ulibarri asked what type of security is available at the Recreation Center and Rodriguez Park during Little League due to incidents that have happened.

City Manager Montgomery advised that they asked Police to have a walk through of the building to ensure things are going okay.

Councilor Martinez advised that City Manager Montgomery's report was very well put together.

Mayor Romero asked if they were still under a moratorium regarding water taps.

Utilities Director Maria Gilvarry advised that there is a moratorium for those outside of city limits but are available for those inside city limits. Utilities Director Gilvarry advised that she would have to look at the ordinance to see what the available amount of water is and verify if there is enough to meet the current taps that have already been approved.

APPROVAL OF MINUTES

Councilor Montoya made a motion to approve the minutes from February 14 and February 21, 2024. Councilor Ulibarri seconded the motion. Mayor Romero asked if all were in favor. All were in favor.

City Clerk Fresquez advised the motion carried.

BUSINESS ITEMS

1. Presentation by NMHU Regents speaking on a proposal to preserve the Highlands University Gene Torres Golf Course for Las Vegas and Consideration to provide funding in the amount of \$60,000.00 annually for 3 years.

NMHU Regent Bill Garcia provided a background regarding the Gene Torres Golf Course being in operation since 1958. Mr. Garcia advised that the accumulated financial deficits had reached three million dollars. Mr. Garcia advised that the accreditation was at risk and the New Mexico Higher Education department was pushing Highlands to get it fixed. Mr. Garcia advised that NMHU partnered with San Miguel County and the City of Las Vegas and each provided funding for the last two years in order to open the Golf Course and the plan was to use the \$70,000 towards vacant land for development in the Golf Course. Mr. Garcia provided their financial outcome since their partnership with San Miguel County and the City of Las Vegas.

Councilor Martinez asked if NMHU had a Golf program.

Mr. Garcia advised no and that it was decided by the administration after they asked students about being interested in having a Golf program.

Councilor Martinez voiced his concerns regarding the plan for land development on the Golf Course.

Councilor Montoya asked if Mr. Garcia knew how many students utilize the Golf Course and what the land development would look like at the Golf Course.

Mr. Garcia advised he did not have that information but the City of Las Vegas would be working closely as a partner with NMHU during the land development.

Discussion took place regarding the City of Las Vegas taking over the Golf Course if NMHU cannot make it work.

Mayor Romero advised that they have provided funding for the past three years and there is no land development plan. Mayor Romero advised that there are a lot of other priorities that the City of Las Vegas needs to consider. Mayor Romero advised that he was under the impression that the lease of Fusion Tacos was going into the NMHU General Fund instead of going towards the Golf Course to elevate the deficit.

Mr. Garcia advised that the President of NMHU was in agreement to use the net proceeds from the restaurant to support the Golf Course.

Mayor Romero advised that Chairman Garcia told him that they had approved funding for one year with quarterly reports within the year.

Mr. Garcia advised that they haven't seen the language in the MOA that San Miguel County approved.

City Manager Montgomery advised that they have donated money in the past to NMHU but has tried to get an answer from the City Attorney to make sure there are no issues with donating. City Manager Montgomery advised that he's supportive of community activities but there is also the need for City Hall.

Discussion took place regarding approving the funding in the amount of \$60,000 for 1 year and NMHU allowing both school districts to use the Golf Course with no charge.

Mr. Garcia advised that they won't be able to clear the deficit if they aren't charging individual groups. Mr. Garcia advised that if they could get the housing developed then it would be an investment.

Councilor Martinez made a motion to approve the funding in the amount of \$60,000.00 for 1 year and NMHU allow both school districts to use the Golf Course at no charge. Councilor Casey seconded the motion.

Councilor Montoya asked if the funding from the previous years were paid to NMHU.

City Manager Montgomery advised that they did pay the prior two years but there was no invoice for this year and the budget for the last two years was also carried over, which is currently budgeted.

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

David Ulibarri	Yes	Michael L. Montoya	Yes
Barbara Casey	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

Mr. Garcia advised that NMHU would be working closely with the City of Las Vegas.

Mayor Romero advised that it's important that NMHU provide timelines and notification with the community when meeting with City Manager Montgomery.

2. Presentation by Clarity Collins with North Central NM Economic Development District and Consideration of a Request for Proposal (RFP) to seek Disaster Legal Services for the City of Las Vegas, NM for damages sustained from the Hermit's Peak Calf Canyon wildfires.

Clarity Collins provided a lengthy discussion regarding her support of the community for technical assistance for disaster recovery. Ms. Collins discussed the two RFPs; one for legal representation and the other for disaster recovery.

Mayor Romero advised that Ms. Collins has been an asset for the City of Las Vegas.

Ms. Collins mentioned that San Miguel County, Mora County and San Miguel Electric Coop have gone through with the RFPs for legal representation and disaster recovery.

Discussion took place regarding the reasoning for separating the Legal Services RFP and Disaster Recovery Services RFP.

Councilor Montoya made a motion to approve a Request for Proposal (RFP) to seek Disaster Legal Services for the City of Las Vegas, NM for damages sustained from the Hermit's Peak Calf Canyon wildfires. Councilor Martinez seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	Michael L. Montoya	Yes
David Ulibarri	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

3. Consideration of a Request for Proposal (RFP) to seek Disaster Recovery Services for the City of Las Vegas NM current and future disasters.

Mayor Romero advised that it gives them the opportunity to get a third party to have a non-bias opinion. Mayor Romero advised that the individuals they are looking for would have that expertise and knowledge of how the process works.

Councilor Montoya asked if they would jeopardize any of the funding they have received or applied for if they were to seek Disaster Recovery Services.

Ms. Collins advised no, it would not jeopardize any funding.

Councilor Montoya made a motion to approve a Request for Proposal (RFP) to seek Disaster Recovery Services for the City of Las Vegas NM current and future disasters. Councilor Martinez seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Marvin Martinez	Yes
Michael L. Montoya	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

4. Request approval to award RFP #2024-17 and contract Grant Writing Services to Arch Consulting LLC.

Public Works Project Manager Travis Martinez advised that there was one proposer. Public Works Project Manager Martinez advised that Arch Consulting LLC was and is in compliance with contract requirements and is qualified to provide and adhere to a Professional Service Agreement.

Councilor Casey made a motion to approve RFP #2024-17 and contract Grant Writing Services to Arch Consulting LLC. Councilor Martinez seconded the motion.

Councilor Montoya asked what department Arch Consulting LLC would be reporting to.

City Manager Montgomery advised that before the position fell under the Community Development department but moving forward he would like that position to report through the Finance department to keep track of each grant that has been awarded and then report back to Council.

Councilor Montoya asked what the limit of the contract was.

City Manager Montgomery advised that there is a little over \$12,000 that could be utilized until the fiscal year ends on June 30th and once they go through the budget process they would need to come up with a dollar amount for the next fiscal year.

Councilor Montoya asked who would give direction as to what they want them to work on.

City Manager Montgomery advised that he would give him direction and he would report to the Finance department.

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

Michael L. Montoya	Yes	Marvin Martinez	Yes
David Ulibarri	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

5. Request approval to award RFP #2024-16 for the construction, reconstruction, pavement rehabilitation, drainage improvements, and miscellaneous construction for University Avenue to Pacheco Construction.

Public Works Director Arnold Lopez advised they had three contractors that bid on the project and Pacheco Construction was the lowest bidder. Public Works Director Lopez advised that they had all the required permits and licenses.

Mayor Romero asked if they were the same contractor that did the Jackson Street sidewalks.

Public Works Director Lopez advised yes.

Mayor Romero advised that he wants inspectors on site so they don't have the same issues they had on Jackson Street.

Public Works Director Lopez advised that Pacheco Construction was the contractor for the Jackson Street sidewalk but they subcontracted it to a different contractor. Public Works Director Lopez advised that technically Pacheco Construction did not do that quality of work but they were responsible for it and did correct it.

Councilor Montoya made a motion to approve RFP #2024-16 for the construction, reconstruction, pavement rehabilitation, drainage improvements, and miscellaneous construction for University Avenue to Pacheco Construction. Councilor Ulibarri seconded the motion.

Councilor Martinez discussed the importance of meeting deadlines for projects and completing them.

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

Barbara Casey	Yes	Marvin Martinez	Yes
Michael L. Montoya	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

6. Discussion and Direction of the Transportation Project Fund (TPF) funding FY 2025.

Public Works Director Arnold Lopez advised that NMDOT has a Transportation Project Fund annually and he recommended the funding request for the year be specifically for El Creston to complete the project. Public Works Director Lopez advised that NMDOT likes to see projects that are shovel ready.

Councilor Montoya thanked NMDOT, their staff and Chairman Walter Adams for having funding available.

Councilor Montoya made a motion to approve the Transportation Project Fund (TPF) funding FY 2025 for El Creston. Councilor Martinez seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Barbara Casey	Yes
Michael L. Montoya	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

7. Request approval to award Carnegie Library Roof Replacement Project to All Seasons Roofing & Contracting.

Councilor Montoya made a motion to approve Carnegie Library Roof Replacement Project to All Seasons Roofing & Contractings. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	Marvin Martinez	Yes
Barbara Casey	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

8. Request approval of Resolution No. 24-09 a proposal from DUB-L-EE for replacement of the six (6) inch steel natural gas line from Porter Street to the Valencia Tank.

Utilities Director Maria Gilvarry advised that DUB-L-EE was currently under contract but due to the cost of the project she wanted to take it before Council in the form of a resolution. Utilities Director Gilvarry advised that the asphalt portion would be taken out and they would bring in an asphalt company for that portion.

Discussion took place regarding the 4 inch lines and their ability to provide enough volume and flow.

Councilor Casey made a motion to approve Resolution No. 24-09 a proposal from DUB-L-EE for replacement of the six (6) inch steel natural gas line from Porter Street to the Valencia Tank. Councilor Martinez seconded the motion.

Resolution 24-09 was presented as follows:

CITY OF LAS VEGAS
RESOLUTION #24-09

A RESOLUTION APPROVING THE REPLACEMENT OF THE SIX (6) INCH STEEL NATURAL GAS LINE FROM PORTER STREET TO THE VALENCIA TANK.

WHEREAS, the natural gas line from Porter Street to the Valencia tank is a six (6) inch steel line; and

WHEREAS, the City Gas division has maintained this gas line with leak surveys, cathodic surveys and installation of 40 pound anodes to maintain the required levels for that area; and

WHEREAS, due to cathodic protection issues and issues with the line shorting out the line has become a liability to the City; and

WHEREAS, the Gas division would like to solve those issues by replacing the existing line with a four (4) inch polyethylene gas line before any major issues arise; and

WHEREAS, due to the limited staffing and employee certifications the Gas division requests a contractor perform the necessary work; and

WHEREAS, the City Gas division currently has DUB-L-EE under contract #3965-23 for maintenance and emergency gas line repairs; and

WHEREAS, DUB-L-EE has proven to be efficient cost effective on past Gas projects; and

WHEREAS, this project will be funded through available funds under the current budget.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the City of Las Vegas that the attached project proposal be submitted for replacement of the six (6) inch steel natural gas line from Porter Street to the Valencia tank before any major issues arise.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

Attest:

Casandra Fresquez, City Clerk

APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney

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

Michael L. Montoya	Yes	David Ulibarri	Yes
Mavin Martinez	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

- 9. Request approval to award and contract RFP #2024-14, Pressure Reducing Valve (PRV) & Altitude Control Valve Maintenance to Curb Services Company.

Utilities Director Maria Gilvarry advised that there are over thirteen PRVs in the community. Utilities Director Gilvarry discussed the importance of controlling the pressure going between zones. Utilities Director Gilvarry advised that it would be on a as needed basis.

Councilor Montoya made a motion to approve award and contract RFP #2024-14, Pressure Reducing Valve (PRV) & Altitude Control Valve Maintenance to Curb Services Company. Councilor Casey seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	David Ulibarri	Yes
Michael L. Montoya	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

CONSENT ITEMS

1. Request approval of Addendum #1 to Contract #3972-23, Arthur Regional Landfill, Inc. for Solid Waste tipping fees for the City of Las Vegas.

Utilities Director Maria Gilvarry advised that Arthur Regional Landfill formerly known as the Wagon Mound Landfill accepts the waste from the city. Utilities Director Gilvarry advised that their charge is \$31.54 per ton and there are no other options due to availability and distance.

Councilor Casey made a motion to approve Addendum #1 to Contract #3972-23, Arthur Regional Landfill, Inc. for Solid Waste tipping fees for the City of Las Vegas. Councilor Montoya seconded the motion.

Councilor Montoya asked if she knew how many days Arthur Regional Landfill was closed during bad weather.

Utilities Director Gilvarry advised that they were closed for about 5 or 6 days.

Councilor Montoya asked if that was the reason for having trash pick-up delays or Solid Waste closures.

Utilities Director Gilvarry advised that there were other factors such as being short staffed, some vehicles needed maintenance and contractors overloading Solid Waste.

Councilor Montoya advised that most of the calls they receive are regarding Solid Waste issues. Councilor Montoya asked if it would help to hire an additional contractor to haul the waste to Wagon Mound or if it would help to increase the floor space to collect waste.

Utilities Director Gilvarry advised that they would have the same issue regarding the number of drivers to be able to haul to Wagon Mound. Utilities Director Gilvarry advised that they have looked into hiring a contractor to haul for them to Wagon Mound but they request to use City vehicles to haul, which they can't do and the last time they hired someone to haul the waste they charged \$60,000. Utilities Director Gilvarry advised that they are looking into a company coming to pick-up residential and commercial waste, while the city focuses on hauling to Wagon Mound.

Councilor Montoya advised that there were 23 PSAs regarding the Solid Waste department being closed and its unacceptable.

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

David Ulibarri	Yes	Michael L. Montoya	Yes
Barbara Casey	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

2. Request approval of Addendum #1 to Contract #3965-23 DUB-L-EE, Inc. for maintenance and emergency repairs to the City natural gas transmission.

Utilities Director Maria Gilvarry advised that DUB-L-EE is used for maintenance and repairs that can't be done by City employees.

Councilor Montoya asked how much DUB-L-EE was paid last year.

Gas Superintendent Jude Herrera advised they did not use them last year but they are contracted for emergency services.

Councilor Monotya made a motion to approve Addendum #1 to Contract #3965-23 DUB-L-EE, Inc. for maintenance and emergency repairs to the City natural gas transmission. Councilor Casey seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	David Ulibarri	Yes
Barbara Casey	Yes	Michael L. Montoya	Yes

City Clerk Fresquez advised the motion carried.

3. Request approval of Addendum #2 to Contract #3875-22 with the Master's Touch, LLC for monthly mailing and postage for the Utilities Department.

Utilities Director Maria Gilvarry advised that Master's Touch, LLC has been mailing their bills for six years and they work well with them when adding in inserts.

Councilor Casey made a motion to approve Addendum #2 to Contract #3875-22 with the Master's Touch, LLC for monthly mailing and postage for the Utilities Department. Councilor Montoya seconded the motion.

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

Barbara Casey	Yes	Michael L. Montoya	Yes
David Ulibarri	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

BUSINESS ITEMS (cont.)

10. Request approval of Lodger's Tax funding in the amount of \$2,500 to South West Road Racing DBA WeBe Racing to fund the marketing and advertising campaign for the WeBe Racing Hare Scramble Round 1.

Mayor Romero asked if all Lodgers Tax requests were approved through the Lodgers Tax Committee.

Community Development Director Lucas Marquez advised that all requests were approved by the Lodgers Tax Committee but there was a stipulation for WeBe Racing that they provide documentation on how they would spend the \$2,500.

Councilor Montoya made a motion to approve Lodger's Tax funding in the amount of \$2,500 to South West Road Racing DBA WeBe Racing to fund the marketing and advertising campaign for the WeBe Racing Hare Scramble Round 1. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	David Ulibarri	Yes
Michael L. Montoya	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

11. Request approval of Lodger's Tax funding in the amount of \$5,000 to Las Vegas San Miguel Chamber of Commerce to fund the marketing and advertising campaign for the Car Show-Bike Show-Film Fun event.

Councilor Montoya made a motion to approve Lodger's Tax funding in the amount of \$5,000 to Las Vegas San Miguel Chamber of Commerce to fund the marketing and advertising campaign for the Car Show-Bike Show-Film Fun event. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Abstained	Barbara Casey	Yes
Michael L. Montoya	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

12. Request approval of Lodger’s Tax funding in the amount of \$5,000 to Las Vegas San Miguel Chamber of Commerce to fund the marketing and advertising campaign for the Red Dawn 40th Anniversary event.

Councilor Montoya made a motion to approve Lodger’s Tax funding in the amount of \$5,000 to Las Vegas San Miguel Chamber of Commerce to fund the marketing and advertising campaign for the Red Dawn 40th Anniversary event. Councilor Casey seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Michael L. Montoya	Yes
Barbara Casey	Yes	Marvin Martinez	Abstained

City Clerk Fresquez advised the motion carried.

13. Request approval of Lodger’s Tax funding in the amount of \$6,583.78 to the Las Vegas Citizens’ for Historic Preservation to fund the marketing and advertising campaign for the places with a Past, Heritage week and Holiday Home Tour events.

Councilor Montoya made a motion to approve Lodger’s Tax funding in the amount of \$6,583.78 to the Las Vegas Citizens’ for Historic Preservation to fund the marketing and advertising campaign for the places with a Past, Heritage week and Holiday Home Tour events. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara Casey	Yes	Marvin Martinez	Abstained
Michael L. Montoya	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

Mayor Romero advised for clarification that Councilor Martinez was abstaining from voting due to the advertising of the events being broadcasted on his brothers radio station.

14. Request approval of Lodger’s Tax funding in the amount of \$18,500.00 to the City of Las Vegas to fund the marketing and advertising campaign for the 4th of July Fiestas event.

Councilor Montoya asked if \$18,500 would be enough.

Community Development Director Lucas Marquez advised that he didn’t think it would be enough and he would be petitioning the Lodgers Tax Committee to secure more funding for advertisement.

Councilor Montoya made a motion to approve Lodger’s Tax funding in the amount of \$18,500.00 to the City of Las Vegas to fund the marketing and advertising campaign for the 4th of July Fiestas event. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Abstained	Michael L. Montoya	Yes
Barbara Casey	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

15. Request approval of Lodger’s Tax funding in the amount of \$16,000 to the City of Las Vegas to fund the marketing and advertising campaign for the Music in the Park events.

Councilor Montoya made a motion to approve Lodger’s Tax funding in the amount of \$16,000 to the City of Las Vegas to fund the marketing and advertising campaign for the Music in the Park events. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Barbara Casey	Yes
Michael L. Montoya	Yes	Marvin Martinez	Abstained

City Clerk Fresquez advised the motion carried.

16. Request approval of Lodger's Tax funding in the amount of \$30,000 to the City of Las Vegas to fund the marketing and advertising campaign for the 2024 Albuquerque International Balloon Fiesta events.

Councilor Montoya made a motion to approve Lodger's Tax funding in the amount of \$30,000 to the City of Las Vegas to fund the marketing and advertising campaign for the 2024 Albuquerque International Balloon Fiesta events. Councilor Martinez seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara Casey	Yes	David Ulibarri	Yes
Michael L. Montoya	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

Councilor Montoya thanked the Lodgers Tax Committee.

17. Request approval of MOU with the La Plaza Little League.

Parks and Recreation Director Arturo Padilla advised that the MOU is done annually.

Councilor Montoya asked if the fee of \$300 was the same as last year.

Parks and Recreation Director Padilla advised yes, it was the same as last year.

Councilor Montoya asked if all the leagues were charged the \$300.

Parks and Recreation Director Padilla advised yes.

Councilor Montoya made a motion to approve the MOU with the La Plaza Little League. Councilor Martinez seconded the motion.

Mayor Romero asked if the MOU was reviewed by the City Attorney.

Parks and Recreation Director Padilla advised yes.

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

David Ulibarri	Yes	Marvin Martinez	Yes
Barbara Casey	Yes	Michael L. Montoya	Yes

City Clerk Fresquez advised the motion carried.

Mayor Romero thanked the Little League Board members for being there.

18. Request approval of MOU with the Las Vegas Little League.

Parks and Recreation Director Arturo Padilla advised that there was a change with a few grammatical errors, pg. 3 they removed Treasurer, pg. 4 they added 8 am - 11 pm on Saturdays and Sundays.

Councilor Montoya advised that the parks are public parks and the public comes first.

Councilor Montoya made a motion to approve the MOU with the Las Vegas Little League. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	Barbara Casey	Yes
Michael L. Montoya	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

19. Request approval of MOU with the Las Vegas Soccer League.

Parks and Recreation Director Arturo Padilla advised that he is working on a master schedule for all fields so they know who is supposed to be utilizing the fields at a specific time.

Discussion took place regarding the effluent waterline and the fields being watered on time.

Councilor Martinez made a motion to approve the MOU with the Las Vegas Soccer League. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David Ulibarri	Yes
Barbara Casey	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

20. Discussion/Direction regarding Contracts, Agreements and Memorandum's of Understanding (MOU's).

Mayor Romero advised that he felt like the smaller MOU's could be handled by the City Manager and shouldn't have to go before Council. Mayor Romero advised that other entities have a threshold of anything over \$60,000 would go to Council for approval. Mayor Romero advised that the Council meeting agendas are beginning to be lengthy and they need to have the confidence in the City Manager to allow him to delegate those types of things.

Councilor Casey suggested that the City Manager could report on the certain contracts, agreements or MOU's that he approved should they allow him that authority.

Councilor Montoya advised that when Mayor Romero was a Councilor he supported that all contracts, agreements and MOU's were to be taken to Council for approval no matter the monetary value. Councilor Montoya advised that the previous City Manager was approving MOUs that he didn't have the authority to do. Councilor Montoya advised that anything with a monetary value should go to Council for approval and so they are aware of any possible liability.

Mayor Romero advised that he did not have that confidence with the previous City Manager but he does have confidence in the current City Manager.

Councilor Montoya advised that it's important to be transparent with the public.

Mayor Romero advised that they would continue with all contracts, agreements and MOU's to be approved by Council until it becomes burdensome on the progress of Council meetings.

21. Discussion/Update on revisions to Municipal Charter.

City Manager Tim Montgomery discussed the options of appointing a Charter Commission to update the Municipal Charter, Council serving as the Charter Commission or partially/fully using an Attorney to go through the charter and provide recommendations to Council. City Manager Montgomery advised that they need to ensure they have public meetings. City Manager Montgomery advised that they could revise the entire charter but if it does not pass they would have to wait one year for the next election. City Manager Montgomery advised that there could be a Special Election for ballot questions only but the City would be responsible for the cost of the Election and it would be mail in ballot only. City Manager Montgomery advised that their goal is to update the City Charter to be on the November 2025 Election and it would need to be done by June 2025.

Mayor Romero advised that there are a lot of items that need to be addressed and they need to make it simple for the voters.

Councilor Casey advised that they need to not hurry and either redo the whole charter or do away with it and follow state law. Councilor Casey advised that they should have a small group of people with legal included to see what would be best to do.

Councilor Montoya discussed voter turnout before opting into the November elections, the need to revise the entire Charter, having meetings with the City Manager, legal and the public and having a timeline in place.

Mayor Romero advised that City Clerk Fresquez and himself would put a draft timeline together.

Councilor Montoya advised that they have plenty of people to work on the City Charter like one of the Attorney's, the City Clerk, the City Manager, any Council members and the public for their input.

Mayor Romero advised they would have an action item on the next Council meeting to determine the direction they want.

EXECUTIVE SESSION

Mayor Romero thanked those who applied for the Police Chiefs position and advised that it's a difficult decision to make as a Mayor. Mayor Romero advised that it should be the decision of the Governing Body as a whole and that they select the best person to take on the challenge of the position.

Councilor Martinez made a motion to convene into executive session for the purpose of discussing Limited personnel matters, as permitted by section 10-15-1(H)(2) of the New Mexico Open Meetings Act, NMSA 1978, Discussion on appointing a Police Chief. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David Ulibarri	Yes
Marvin Martinez	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

Councilor Martinez made a motion to exit executive session and reconvene into regular session after being in executive session for the purpose of discussing Limited personnel matters, as permitted by section 10-15-1(H)(2) of the New Mexico Open Meetings Act, NMSA 1978, Discussion on appointing a Police Chief, no other items were discussed and no action was taken. Councilor Montoya seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Michael L. Montoya	Yes
Marvin Martinez	Yes		

Mayor Romero thanked all those who applied and advised that they reviewed the applications and next week they would be interviewing the following individuals for Police Chief; Caleb Marquez and Eric Padilla.

Councilor Montoya acknowledged former Police Chief Adrian Crespín who was in attendance.

ADJOURN

Councilor Ulibarri made a motion to adjourn. Councilor Montoya seconded the motion. All were in favor.

City Clerk Fresquez advised the motion carried.

Meeting adjourned at 9:20 pm.

Mayor David Romero

ATTEST:

Cassandra Fresquez, City Clerk

MINUTES OF THE CITY OF LAS VEGAS SPECIAL CITY COUNCIL MEETING HELD ON WEDNESDAY, MARCH 20, 2024 AT 4:00 P.M. IN THE SAN MIGUEL COUNTY CHAMBERS.

MAYOR: David Romero

COUNCILORS: Marvin Martinez
Barbara Casey **via Cell Phone**
Michael L. Montoya
David Ulibarri

ALSO PRESENT: Tim Montgomery, City Manager
Casandra Fresquez, City Clerk
Caleb Marquez, Sergeant at Arms

CALL TO ORDER

Mayor Romero called the meeting to order at 4:00 PM.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Ulibarri asked for a moment of silence for all the residents in Las Vegas and for all those who have passed away, including his friend Gilbert Lopez who passed away.

Councilor Montoya also asked for a moment of silence for the families of New Mexico State Police Officers who died in the line of duty and for all officers in New Mexico.

APPROVAL OF AGENDA

Councilor Montoya made a motion to approve the agenda as presented. Councilor Casey seconded the motion. Mayor Romero asked if all were in favor. All were in favor.

City Clerk Fresquez advised the motion carried.

PUBLIC INPUT

There was no public input.

EXECUTIVE SESSION

Councilor Montoya made a motion to convene into executive session for the purpose of discussing the Purchase, acquisition or disposal of real property, as permitted by section 10-15-1(H)(8) of the New Mexico Open Meetings Act, NMSA 1978, Discussion on the acquisition of future City property. Councilor Martinez seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara Casey	Yes	Marvin Martinez	Yes
Michael L. Montoya	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

Councilor Martinez made a motion to exit executive session and reconvene into regular session after being in executive session for the purpose of discussing Purchase, acquisition or disposal of real property, as permitted by section 10-15-1(H)(8) of the New Mexico Open Meetings Act, NMSA 1978, Discussion on the acquisition of future City property, no other items were discussed and no action was taken. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David Ulibarri	Yes
Barbara Casey	Yes	Marvin Martinez	Yes

BUSINESS ITEMS

1. Discussion/Possible Action on future use of the City Hall building.

Councilor Montoya made a motion for City Manager Montgomery to proceed with mediation at City Hall. Councilor Casey seconded the motion. Mayor Romero advised there was a motion and second and asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Marvin Martinez	Yes
Barbara Casey	Yes	Michael L. Montoya	Yes

City Clerk Fresquez advised the motion carried.

2. Discussion/Possible Action on the acquisition of future City property.

Councilor Montoya made a motion for City Manager Montgomery to proceed with negotiations on the acquisition of future City property. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Mayor Romero advised there was a motion and a second and asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	Barbara Casey	Yes
Michael L. Montoya	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

ADJOURN

Councilor Montoya made a motion to adjourn.

Meeting adjourned at 5:05 PM.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

MINUTES OF THE CITY OF LAS VEGAS CITY COUNCIL REGULAR MEETING HELD ON WEDNESDAY, MARCH 20, 2024 AT 5:30 P.M. IN THE SAN MIGUEL COUNTY CHAMBERS.

MAYOR: David Romero

COUNCILORS: Marvin Martinez
Barbara Casey *via Cell Phone*
Michael L. Montoya
David Ulibarri

ALSO PRESENT: Tim Montgomery, City Manager
Casandra Fresquez, City Clerk
Caleb Marquez, Sergeant at Arms

CALL TO ORDER

Mayor Romero called the meeting to order at 5:30 pm.

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Councilor Casey asked for the creator to lead them in the direction to make good decisions on behalf of the community they represent. Councilor Casey also asked to send condolences to the family of Esther Barnes who passed away.

APPROVAL OF AGENDA

City Manager Tim Montgomery asked to remove Executive Session Action Item #1.

Councilor Montoya asked to move Business Item #5 after Public Input.

Councilor Montoya made a motion to approve the agenda as amended. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	David Ulibarri	Yes
Michael L. Montoya	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

PUBLIC INPUT

City Clerk Fresquez advised that there was no public input.

BUSINESS ITEMS

- 5. Discussion/Direction and Possible Action on Animal Ordinance, Chapter 118.

Mayor Romero advised that the community has been asking for the Animal Ordinance to be updated and asked Contracted City Attorney Ambrosio Castellano to discuss the draft ordinance.

Contracted City Attorney Ambrosio Castellano advised that they looked at both the City of Santa Fe and City of Socorro Animal Ordinance. Mr. Castellano advised that they came up with what they felt was a very good Animal Ordinance that would give the City authority to deal with certain animal issues. Mr. Castellano discussed the following that were added to draft ordinance; definitions, Animal Control allowed to issue citations, humanely disposing of unclaimed animals left in the shelter, permits needed to sell animals on private property such as the Walmart parking lot, abandonment of animals, and a drafted citation table with fines.

Animal Care Center Manager Beatriz Gallegos advised that they want to add mandatory microchipping so they could hold people accountable for loose animals.

Councilor Martinez advised that the drafted ordinance had a lot of information and hopes they have the backup to support it.

Animal Care Center Manager Gallegos advised that they would still need to draft up the permits and paperwork.

Discussion took place regarding citations given out by Animal Control. Councilor Montoya asked how many community meetings they had regarding the drafted ordinance.

Mayor Romero advised that there weren't any public advertised community meetings but they shared the draft ordinance with Animal Advocates.

Discussion took place regarding Code Enforcement and Police Officers attending court, penalties from citations being enforced, the drafted ordinance covering those who drive with dogs on their laps and how they will educate the public regarding the updated ordinance.

Councilor Casey advised that it's important to have a community meeting to discuss the changes in the ordinance, letting the Optic know about the changes to the ordinance and talking about the changes on the radio.

Mayor Romero advised Council to add any input they may have and for Mr. Castellano to have bullet points of what the changes were for the public.

Councilor Casey made a motion for Council to add any input they may have, for Mr. Castellano to have bullet points of what the changes were for the public and to hold public meetings. Councilor Montoya seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Marvin Martinez	Yes
Barbara Casey	Yes	Michael L. Montoya	Yes

City Clerk Fresquez advised the motion carried.

MAYOR’S APPOINTMENTS/REPORTS AND RECOGNITIONS/PROCLAMATIONS

Mayor Romero recognized the firefighters and first responders who responded to the house fire on Grand Avenue last week. Mayor Romero advised that Fire Chief Spann would be working on official recognitions.

COUNCILORS’ REPORTS

Councilor Montoya informed the public about the dirt bike scramble taking place at Rodriguez Park over the weekend.

POLICE CHIEF’S REPORT

Interim Police Chief Caleb Marquez gave a detailed presentation regarding the statistics for the Month of February on the following:

- Field Operations Division (patrol) calls
- Animal Care Center updates
 - Dogs (54) 2/1/24
 - Feline (18) 2/1/24
 - Dog end count (63)
 - Cat end count (15)
- Information Division/Records
- Street Crimes
 - Evidence seized
 - Attended Meetings
- Travel/Trainings
- Recruitment
- Community Events
- Department vacancies (31)

Councilor Montoya advised that they need to do better with recruiting more officers and staff.

FINANCE REPORT

Interim Finance Director Dominic Chavez reported on the month of February and advised that the General fund had a revenue of (\$10,664,947), an expenditure of (\$8,770,495) and a surplus of (\$1,894,452), the Enterprise fund had a revenue of (\$11,059,827), an expenditure of (\$10,066,315) and a surplus of (\$993,513), the Recreation department had a revenue of (\$377,227), an expenditure of (\$418,444) and a deficit of (\$41,217), the Lodger's Tax fund had a revenue of (\$437,186), an expenditure of (\$322,510) and a surplus of (\$114,677) and Cannabis fund had a revenue of (\$87,898), an expenditure of (\$2,179) and a surplus of (\$85,720).

Councilor Montoya advised that the Finance Report was approved by the Finance Committee.

BUSINESS ITEMS (cont.)

1. Request approval of Resolution 24-08, a budget adjustment for the 2023-2024 Fiscal Year.

Interim Finance Director Dominic Chavez advised City of Las Vegas is in need of making a budget adjustment in the 2023-24 fiscal year budget to include an exp increase to Fund 101-5400 – General Services in amount of \$9,500 for the Samaritan House and a rev/exp increase to Fund 101-5400 – General Services in amount of \$20,000 for Rodriquez Park rental to LCC.

Councilor Ulibarri made a motion to approve Resolution 24-08, budget adjustment for the 2023-2024 Fiscal Year. Councilor Martinez seconded the motion.

Resolution 24-08 was presented as follows:

**CITY OF LAS VEGAS, NEW MEXICO
Resolution No. 24-08**

A RESOLUTION TO MAKE BUDGET ADJUSTMENT FOR THE 2023-2024 FISCAL YEAR

WHEREAS, the Governing Body of the City of Las Vegas has developed a budget adjustment request for fiscal year 2023-24; and

WHEREAS, said budget was developed on basis of increases in revenue, expenditure and transfer (in) out through cooperation with all user departments, elected officials and other department supervisors; and

WHEREAS, the City of Las Vegas is in need of making a budget adjustment in the 2023-24 fiscal year budget to include an exp increase to Fund 101-5400 – General Services in amount of \$9,500 for the Samaritan House and a rev/exp increase to Fund 101-5400 – General Services in amount of \$20,000 for Rodriquez Park rental to LCC.

WHEREAS, the Governing Body finds the budget adjustment request should be as it meets the requirements as currently determined for fiscal year 2023-24; and,

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Las Vegas, that the recitals and any exhibits are incorporated herein by reference and the Governing Body hereby approves the aforementioned budget adjustment request and respectfully requests approval from the Local Governing Division of the Department of Finance and Administration.

ACCEPTED AND APPROVED this day _____ of March 2024.

Mayor David G. Romero

ATTEST:

Casandra Fresquez, City Clerk

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

Michael L. Montoya	Yes	Barbara Casey	Yes
Marvin Martinez	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

- 2. Consideration to approve the restructuring of the Police Department Organizational Chart by removing the Financial Specialist and freezing the Administrative Assistant II position to create and add an Office Manager position.

City Manager Tim Montgomery advised that June Tafoya was the Financial Specialist and has since moved into the Interim Community Services Director position.

HR Director Darlene Arguello advised that Raelene Lopez is currently in the Administration Assistant II position and is being cross trained by June Tafoya for the Financial Specialist/Grant Administrator position.

Councilor Martinez voiced his concerns regarding a Police Chief being in place before approving the restructuring of the Police Department Organizational Chart.

HR Director Arguello advised that it was important to move forward with creating and adding an Office Manager position since the Financial Specialist was moved into the Interim Community Services Director position.

Councilor Montoya made a motion to approve the restructuring of the Police Department Organizational Chart by removing the Financial Specialist and freezing the Administrative Assistant II position to create and add an Office Manager position. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Barbara Casey	Yes	Michael L. Montoya	Yes
Marvin Martinez	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

3. Request approval of Resolution No. 24-10 applying for and assuring matching funds, in the amount of \$2,218,847.38 and to apply for a Match Waiver for the Transportation Project Fund (TPF).

Public Works Director Arnold Lopez advised that the resolution is to fund, if awarded, the El Creston phase II project.

Councilor Montoya made a motion to approve Resolution No. 24-10 applying for and assuring matching funds, in the amount of \$2,218,847.38 and to apply for a Match Waiver for the Transportation Project Fund (TPF). Councilor Martinez seconded the motion.

Resolution 24-10 was presented as follows:

CITY OF LAS VEGAS, NEW MEXICO
Resolution No. 24- 10

A RESOLUTION TO APPLY FOR AND ASSURE THE AVAILABILITY OF MATCHING FUNDS FOR THE NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) TRANSPORTATION PROJECT FUND (TPF) AND TO APPLY FOR A MATCH WAIVER.

WHEREAS, the City of Las Vegas (“City”) will be applying to the New Mexico Department of Transportation (“NMDOT”) for a Transportation Project Fund Grant (the “Grant”) for construction, reconstruction, pavement rehabilitation, ADA compliant curb & ramps, drainage improvements, construction management, and miscellaneous construction to El Creston Circle; and

WHEREAS, the City of Las Vegas intends to request a waiver for the matching fund requirement. The City of Las Vegas has a limited tax base which limits the funding for meeting the proportional matching share and a fund exists by the New Mexico State Legislature for Public Entities in need of “Hardship”; and

WHEREAS, the City expects the amount of the projects to be a total of \$2,218,847.38; and

WHEREAS, the City would have to contribute 5% (\$110,942.38) in order to receive the Grant of (95%) \$2,107,905.26 for a total amount of \$2,218,847.38; and

WHEREAS, the City will pay any costs that exceed the project amount if the application is selected for funding; and

WHEREAS, if the City is successful in receiving the Grant, it will be used for the Phase II on El Creston Circle for drainage improvements, ADA compliant curb & ramps, road improvements and construction management, project being 0.40 miles.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Las Vegas that the recitals are incorporated herein by reference and the Governing Body agrees to contribute 5% of the Grant amount in order to obtain the Grant, and agrees to use the Grant for road improvements on El Creston Circle in the City of Las Vegas.

APPROVED AND ADOPTED this ____ day of March 2024.

David Romero, Mayor

ATTEST:

Casandra Fresquez, City Clerk

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

David Ulibarri

Yes

Michael L. Montoya

Yes

City Clerk Fresquez advised there was no specific timeline in the City Charter but they do have to follow the Secretary of States timeline.

Councilor Montoya advised that the Governing Body, City Attorney, City Clerk and City Manager could come up with what needs to be done with the City Charter.

Councilor Montoya made a motion for Mayor and Council to proceed with reviewing the City Charter. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Barbara Casey	No
Marvin Martinez	No	Michael L. Montoya	Yes

City Clerk Fresquez advised there was a tie.

Mayor Romero voted no and broke the tie.

City Clerk Fresquez advised the motion did not carry.

Councilor Martinez made a motion to appoint a Charter Commission. Councilor Casey seconded the motion.

Mayor Romero asked City Clerk Fresquez to read the requirements for Charter Commission members.

City Clerk Fresquez advised that, "The Charter Commission shall consist of seven(7) members. One (1) member shall be appointed from each council district and shall reside in said district during the period of review. Three (3) members shall be residents of the City, appointed at large, with equal representation among the districts to the greatest extent possible. The Mayor shall appoint six (6) Commission members, including the districted representatives, subject to Council approval. The seventh(7th) member shall be recommended by the Municipal

Judge for appointment by the Mayor and approval by the Council. The Commission shall select one of its members to act as chair”.

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

Michael L. Montoya	No	Barbara Casey	Yes
Marvin Martinez	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

2. Attorney Selection

Mayor Romero asked if they should continue with Contracted City Attorney Randy Van Vleck or go with someone neutral.

City Manager Montgomery advised that they have been using all three contracted City Attorneys and they would have to see what the balances were.

HR Director Arguello advised that the current balances won't sustain the amount needed to review and update the City Charter. HR Director Arguello advised that they may need to go out for an RFP specifically for the City Charter.

Councilor Montoya made a motion to move forward with an RFP on selecting an Attorney for the City Charter Review. Councilor Casey seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Marvin Martinez	Yes
Barbara Casey	Yes	Michael L. Montoya	Yes

City Clerk Fresquez advised the motion carried.

3. Charter Revision or Separate Ballot Questions

Councilor Montoya advised that he asked City Clerk Fresquez to reach out to the Secretary of State to see if they could revise the whole City Charter with one question or if they would need to have separate questions.

City Clerk Fresquez advised that she has not had a response from the Secretary of State.

Discussion took place regarding the number of ballots if they have multiple questions or having one question to revise the whole City Charter.

Councilor Montoya voiced his opinion for having one question to revise the whole City Charter which would benefit the people.

Councilor Martinez advised that it would be best to have a total revision to simplify it for the voters.

Councilor Casey made a motion to have a complete Charter revision. Councilor Martinez seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David Ulibarri	Yes
Marvin Martinez	Yes	Barbara Casey	Yes

City Clerk Fresquez advised the motion carried.

7. Request approval of a 1 year contract for FY25 with LUMU for automation of cyber security fabric of the City of Las Vegas.

IT Manager Kenny Roybal advised that LUMU was a security fabric automation to help process and review logs in case of a cyber breach.

Mayor Romero asked if the program would eliminate possible ransomware attacks.

IT Manager Roybal advised that it would eliminate it but would also aid IT in stopping a threat.

Mayor Romero asked if there were any liabilities if the program did not catch a threat.

IT Manager Roybal advised there are liabilities built into the program that would help to recover any assets.

Councilor Martinez asked what the financial cost would be.

IT Manager Roybal advised that the annual cost would be \$18,912.60.

Councilor Montoya asked if it would be installed into the existing system and where the funding would come from for the \$18,912.60 and \$47,629.20.

IT Manager Roybal advised that the \$47,629.20 was for a 3 year contract but due to procurement they are recommending the one year contract for \$18,912.60.

City Manager Montgomery advised that they would have to add it as a new budget item for the next fiscal year.

Councilor Martinez made a motion to approve a 1 year contract for FY25 with LUMU for automation of cyber security fabric of the City of Las Vegas. Councilor Montoya seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Marvin Martinez	Yes	Barbara Casey	Yes
Michael L. Montoya	Yes	David Ulibarri	Yes

City Clerk Fresquez advised the motion carried.

- 8. Introduction of the two (2) selected applicants considered for Police Chief (each applicant is allowed 5 minutes to speak):

Mayor Romero advised that the position for Police Chief was open in November and they allowed individuals to apply. Mayor Romero advised that they narrowed it down to two applicants.

1) Caleb Marquez provided an introduction of himself regarding his education and background.

2) Eric Padilla provided an introduction of himself regarding his background.

Mayor Romero thanked the applicants for applying.

EXECUTIVE SESSION

Councilor Martinez made a motion to convene into executive session for the purpose of discussing Limited personnel matters, as permitted by section 10-15-1(H)(2) of the New Mexico Open Meetings Act, NMSA 1978, Discussion on the appointment of Police Chief. Councilor Ulibarri seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

Michael L. Montoya	Yes	David Ulibarri	Yes
Barbara Casey	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

Councilor Martinez made a motion to exit executive session and reconvene into regular session after being in executive session for the purpose of discussing Limited personnel matters, as permitted by section 10-15-1(H)(2) of the New Mexico Open Meetings Act, NMSA 1978, Discussion on the appointment of Police Chief, no other items were discussed and no action was taken. Councilor Casey seconded the motion. Mayor Romero asked for roll call. Roll Call Vote was taken and reflected the following:

David Ulibarri	Yes	Michael L. Montoya	Yes
Barbara Casey	Yes	Marvin Martinez	Yes

EXECUTIVE SESSION ACTION ITEMS

1. Request approval to appoint one of the two applicants for Police Chief:

- 1) Caleb Marquez
- 2) Eric Padilla

Mayor Romero thanked both applicants for applying and for being there for their interview.

Councilor Martinez made a motion to approve the appointment of Caleb Marquez as Police Chief. Councilor Ulibarri seconded the motion.

Councilor Montoya advised that the Police Chief position is one of the most important positions for the City of Las Vegas and citizens. Councilor Montoya thanked all those who applied for the position and advised that it was not an easy decision to make.

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

Barbara Casey	Yes	David Ulibarri	Yes
Michael L. Montoya	Yes	Marvin Martinez	Yes

City Clerk Fresquez advised the motion carried.

Police Chief Caleb Marquez thanked Mayor and Council.

ADJOURN

Councilor Ulibarri made a motion to adjourn. Councilor Casey seconded the motion. All were in favor.

City Clerk Fresquez advised the motion carried.

Meeting adjourned at 9:10 pm.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk



**CITY OF LAS VEGAS REGULAR
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 4/1/24

Department: Community Development

Item/Topic: Presentation by Luis Hernandez speaking on promoting and marketing the 4th of July Fiestas.

Attachments:


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.

Approved For Submittal By:



Department Director

Reviewed By:



Finance Director



City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 03/29/24

Department: Utilities

Item/Topic: Publication of Ordinance No. 24-01 amending gas ordinance 06-08 and section 255-11 of the municipal code pertaining to payments, delinquencies and cut – offs.


Fiscal Impact: None

Attachments: Ordinance 24-01 redlined, Ordinance 24-01.

Committee Recommendation: This item will be discussed at the April 9, 2024 Utility Advisory Committee Meeting. Their recommendation will be provided at the council meeting.

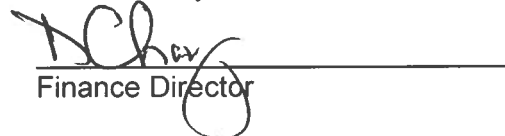
THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

Approved For Submittal By:



Department Director

Reviewed By:



Finance Director



City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

GAS ORDINANCE #24-01
AMENDING ORDINANCE # 06-08
SECTION 255-11 – PAYMENT, DELINQUENCIES AND CUT-OFFS
AN ORDINANCE AMENDING SECTION 255-11 – PAYMENT, DELINQUENCIES AND
CUT OFFS OF THE CITY OF LAS VEGAS GAS ORDINANCE

WHEREAS, the present section amends the Payments, Delinquencies and Cut-Offs;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTION 255-11 OF THE GAS ORDINANCE BE AMENDED AS FOLLOWS:

§ 255-11 **Payment, delinquencies and cut-offs.**

- A. Unless otherwise provided, billings will be made on a monthly basis. ~~Such accounts~~All amounts due shall be payable when billed and shall become delinquent if not paid ~~within 45 days from the date of billing by the due date, a minimum of 20 days from billing. Failure to pay for natural gas when due shall constitute a delinquency of said account and the City may, after proper notification measures to the customer, thereafter discontinue service for nonpayment, and such service shall not be reinstated until payment of the delinquencies or arrangements for the delinquencies have been made. If a customer is delinquent in the payment of natural gas at one location, he shall not be entitled to gas service at another location until such prior delinquency has been paid.~~
- B. The City may take the following action in response to delinquent ~~natural gas charges~~user fees:
- (1) ~~If payment of any amount due is not made by the due date, the bill will be deemed delinquent and the customer will be given 15 calendar days from the date the bill is deemed delinquent before utilities to the property are discontinued and shall not be again resumed until payment of amounts due, plus any penalties and interest, have been paid in full or an arrangement has been made. Reasonable notice and right to protest must be given to the customer prior to actual cut off of utilities.~~ The City's ~~Finance Department~~Customer Service Division shall notify the customer of delinquent amounts and that service shall be terminated on a particular date, not less than ~~10-15~~ days after mailing of the notice. Each delinquent notice shall contain the following language:

"This is to notify you that unless you bring your utility accounts current, your utility service(s) will be cut off ~~10-15~~ days after the date this notice was mailed. You have the right to protest this termination as unjustified if you believe that you have been overcharged or charged for services not rendered. If you believe there is a mistake in this billing, you have the right to be heard and to present your argument and evidence. The City will evaluate your complaint and determine whether you owe the amounts in question. To protest this billing, you must contact the City's Collection Agent at 454-

1401 prior to the cut-off date."

- (2) If a customer is delinquent in the payment of utilities at one location, the customer shall not be entitled to service at another location until such prior delinquency has been paid.
- (3) If utilities owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to the New Mexico State Statutes.
- (4) The City may disconnect the private service line of the delinquent account from the City distribution main.

C. Late payment fee. All amounts billed for utilities or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the even the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.25% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney

GAS ORDINANCE #24-01
AMENDING ORDINANCE # 06-08
SECTION 255-11 – PAYMENT, DELINQUENCIES AND CUT-OFFS
AN ORDINANCE AMENDING SECTION 255-11 – PAYMENT, DELINQUENCIES AND
CUT OFFS OF THE CITY OF LAS VEGAS GAS ORDINANCE

WHEREAS, the present section amends the Payments, Delinquencies and Cut-Offs;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTION 255-11 OF THE GAS ORDINANCE BE AMENDED AS FOLLOWS:

§ 255-11 **Payment, delinquencies and cut-offs.**

A. Unless otherwise provided, billings will be made on a monthly basis. All amounts due shall be payable when billed and shall become delinquent if not paid by the due date, a minimum of 20 days from billing.

B. The City may take the following action in response to delinquent user fees:

(1) If payment of any amount due is not made by the due date, the bill will be deemed delinquent and the customer will be given 15 calendar days from the date the bill is deemed delinquent before utilities to the property are discontinued and shall not be again resumed until payment of amounts due, plus any penalties and interest, have been paid in full or an arrangement has been made. Reasonable notice and right to protest must be given to the customer prior to actual cut off of utilities. The City's Customer Service Division shall notify the customer of delinquent amounts and that service shall be terminated on a particular date, not less than 15 days after mailing of the notice. Each delinquent notice shall contain the following language:

"This is to notify you that unless you bring your utility accounts current, your utility service(s) will be cut off 15 days after the date this notice was mailed. You have the right to protest this termination as unjustified if you believe that you have been overcharged or charged for services not rendered. If you believe there is a mistake in this billing, you have the right to be heard and to present your argument and evidence. The City will evaluate your complaint and determine whether you owe the amounts in question. To protest this billing, you must contact the City's Collection Agent at 454-1401 prior to the cutoff date."

(2) If a customer is delinquent in the payment of utilities at one location, the customer shall not be entitled to service at another location until such prior delinquency has been paid.

(3) If utilities owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to the New Mexico State Statutes.

(4) The City may disconnect the private service line of the delinquent account from the City distribution main.

C. Late payment fee. All amounts billed for utilities or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the even the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.25% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney



Approval Form
(Contracts, Lease Agreements, RFP's, MOU's, MOA's, Ordinances, Resolutions)

*Reviewed:

[Signature] 04/01/2024
Tim Montgomery, City Manager **Date**

**(if not signed by City Manager first, this document will not be forwarded to the Attorney for review and approval)*

Date Submitted: 3/29

Department Submitting: UTILITIES Submitter: MARIA GILVANA

Documents to be reviewed: ORDINANCE UPDATES TO BILLING ORDINANCES 24-01, 24-02, 24-03, 24-04

Deadline:

Submitter Comments: UPDATE ORDINANCES FOR consistent due dates: delinquency for billing

Received by CM - Office Mgr/HR: _____ Date: _____

City Manager / HR Comments: _____

The following is the approval order: (Please circle either approved or disapproved)

Approved / Disapproved: (Reason for Disapproval): _____

changes: [Signature] Date: 04/01/2024
Attorney Review **Date**

Approved / Disapproved: (Reason for Disapproval): _____

2 _____ **Finance Director** _____ **Date**

Approved / Disapproved: (Reason for Disapproval): _____

3 _____ **Tim Montgomery, City Manager** _____ **Date**

Received by City Clerk's Office _____ Date: _____
(Only if being placed on the Agenda)

**This form must be submitted with an Attorney Review prior to review and approval by the City Manager. If there is no Attorney Review, it will not be processed until this step is completed.*



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 03/29/2024

Department: Utilities

Item/Topic: Publication of Ordinance No. 24-02 amending sewer ordinance 05-12 and section 340-53 of the municipal code pertaining to payment; delinquencies; liens; disconnections; billing month.

Fiscal Impact: None

Attachments: Ordinance 24-02 redlined, Ordinance 24-02.

Committee Recommendation: This item will be discussed at the April 9, 2024 Utility Advisory Committee Meeting. Their recommendation will be provided at the council meeting.

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.

Approved For Submittal By:

Department Director

City Manager

Reviewed By:

Finance Director

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

SEWER ORDINANCE #24-02
AMENDING ORDINANCE #05-12
SECTION 340-52 LATE PAYMENT FEE AND SECTION 340-53 – PAYMENT;
DELINQUENCIES; LIENS; DISCONNECTIONS; BILLING MONTH
AN ORDINANCE AMENDING SECTION 340-52 – LATE PAYMENT FEE and SECTION
340-53 – PAYMENT; DELINQUENCIES; LIENS; DISCONNECTIONS; BILLING MONTH
OF THE CITY OF LAS VEGAS SEWER ORDINANCE

WHEREAS, the present section amends the Late Payment Fee and the Payments; Delinquencies; Liens; Disconnections; Billing Month;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTIONS 340-52 AND 340-53 OF THE SEWER ORDINANCE BE AMENDED AS FOLLOWS:

~~§ 340-52 Late payment fee.~~

~~[Added 9-21-2005 by Ord. No. 05-18]~~

~~All amounts billed for wastewater service or other charges specified in this chapter shall be due and payable when the bill is issued and shall become subject to a late payment fee in the event the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.5% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.~~

~~§ 340-53 Payment; delinquencies; liens; disconnections; billing month.~~

~~[Amended 7-20-2005 by Ord. No. 05-12]~~

~~A. "Billing month" shall mean any period of 25 to 35 consecutive days, which shall normally be the time between readings of the customer's meter. In the event that for any reason the customer's meter is not read on this schedule, the customer's use of water for a billing month may be estimated using information from the customer's records for previous billing months. Customers shall normally be billed on a monthly basis. If, for any reason, the City fails to send a bill to a customer, the City shall retroactively bill that customer. Unless otherwise provided, billings shall be made on a monthly basis. All amounts due shall be payable when billed and shall become delinquent if not paid by the due date, a minimum of 20 days from billing.~~

B. The City may take the following actions in response to delinquent user fees:

~~(1) If payment of any fixed or variable cost amount due is not made within 25 to 35 days by the due date, the bill is deemed delinquent and the customer will be given 15 calendar days from the date the bill is deemed delinquent before utilities to the property are discontinued and shall not be again resumed until payment of amounts due, plus any penalties and interest, have been paid in full or an arrangement has been made. from the date the payment is due, the water service to the property may be discontinued, and shall not be~~

~~again supplied to the person liable for the payment until arrears with any interest and penalties have been fully paid.~~ Reasonable notice and right to protest must be given to the customer prior to actual cut-off of water service utilities. The City's Finance Department Customer Service Division shall notify the customer of delinquent amounts and that service shall be terminated on a particular date, not less than 10-15 days after mailing the notice. Each delinquent notice shall contain the following language:

“This is to notify you that unless you bring your utility account(s) current, your service(s) will be cut off 10-15 days after the date this notice was mailed. You have the right to protest this termination as unjustified if you believe that you have been overcharged or charged for services not rendered. If you believe there is a mistake in this billing, you have the right to be heard and to present your argument and evidence. The City will evaluate your complaint and determine whether you owe the amounts in question. To protest this billing, you must contact the City's Collection Agent at 454-1401, prior to the cut-off date.”

~~(2) If wastewater charges owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to the New Mexico State Statutes. a customer is delinquent in the payment of utilities at one location, the customer shall not be entitled to utilities at another location until such prior delinquency has been paid.~~

Forma
0.19"

~~(3) The City may disconnect the private service line of the delinquent account from the City collector line and plug said private line. If utilities owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to the New Mexico State Statutes.~~

Forma

~~(4) The City may disconnect the private service line of the delinquent account from the City collection line and plug said private line.~~

Forma

Forma
0.19"

C. Late payment fee. All amounts billed for utilities or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the event the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.25% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.

Forma

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

Ordinance # 24-02

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney

DRAFT

SEWER ORDINANCE #24-02
AMENDING ORDINANCE #05-12
SECTION 340-52 LATE PAYMENT FEE AND SECTION 340-53 – PAYMENT;
DELINQUENCIES; LIENS; DISCONNECTIONS; BILLING MONTH
AN ORDINANCE AMENDING SECTION 340-52 – LATE PAYMENT FEE and SECTION
340-53 – PAYMENT; DELINQUENCIES; LIENS; DISCONNECTIONS; BILLING MONTH
OF THE CITY OF LAS VEGAS SEWER ORDINANCE

WHEREAS, the present section amends the Late Payment Fee and the Payments; Delinquencies; Liens; Disconnections; Billing Month;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTIONS 340-52 AND 340-53 OF THE SEWER ORDINANCE BE AMENDED AS FOLLOWS:

§ 340-53 Payment; delinquencies; liens; disconnections.
[Amended 7-20-2005 by Ord. No. 05-12]

- A.** Unless otherwise provided, billings shall be made on a monthly basis. All amounts due shall be payable when billed and shall become delinquent if not paid by the due date, a minimum of 20 days from billing.
- B.** The City may take the following actions in response to delinquent user fees:

- (1)** If payment of any amount due is not made by the due date, the bill is deemed delinquent and the customer will be given 15 calendar days from the date the bill is deemed delinquent before utilities to the property are discontinued and shall not be again resumed until payment of amounts due, plus any penalties and interest, have been paid in full or an arrangement has been made. Reasonable notice and right to protest must be given to the customer prior to actual cut-off of utilities. The City's Customer Service Division shall notify the customer of delinquent amounts and that service shall be terminated on a particular date, not less than 15 days after mailing the notice. Each delinquent notice shall contain the following language:

“This is to notify you that unless you bring your utility account(s) current, your service(s) will be cut off 15 days after the date this notice was mailed. You have the right to protest this termination as unjustified if you believe that you have been overcharged or charged for services not rendered. If you believe there is a mistake in this billing, you have the right to be heard and to present your argument and evidence. The City will evaluate your complaint and determine whether you owe the amounts in question. To protest this billing, you must contact the City's Collection Agent at 454-1401, prior to the cut-off date.”

(2) If a customer is delinquent in the payment of utilities at one location, the customer shall not be entitled to utilities at another location until such prior delinquency has been paid.

(3) If utilities owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to the New Mexico State Statutes.

(4) The City may disconnect the private service line of the delinquent account from the City collection line and plug said private line.

C. Late payment fee. All amounts billed for utilities or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the event the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.25% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 03/29/2024

Department: Utilities

Item/Topic: Publication of Ordinance No. 24-03 amending water ordinance 05-17 and section 440-9 of the municipal code pertaining to payment; delinquencies; liens; disconnections.

Fiscal Impact: None

Attachments: Ordinance 24-03 redlined, Ordinance 24-03.

Committee Recommendation: This item will be discussed at the April 9, 2024 Utility Advisory Committee Meeting. Their recommendation will be provided at the council meeting.

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.

Approved For Submittal By:

Department Director

City Manager

Reviewed By:

Finance Director

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

WATER ORDINANCE #24-03
AMENDING ORDINANCE #05-17
SECTION 440-9 – PAYMENTS; DELINQUENCIES; LIENS; DISCONNECTIONS
AN ORDINANCE AMENDING SECTION 440-9 – PAYMENTS; DELINQUENCIES; LIENS;
DISCONNECTIONS OF THE CITY OF LAS VEGAS WATER ORDINANCE

WHEREAS, the present section amends the Payments; Delinquencies; Liens; Disconnections;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTION 440-9 OF THE WATER ORDINANCE BE AMENDED AS FOLLOWS:

§ 440-9 **Payments; delinquencies; liens; disconnections.**

A. Unless otherwise provided, billings shall be made on a monthly basis. All amounts due shall be payable when billed and shall become delinquent if not paid by the due date, a minimum of 20 days from billing, at the time of the production of the next monthly bill.
[Amended 7-20-2005 by Ord. No. 05-11; 9-21-2005 by Ord. No. 05-17]

B. The City may take the following actions in response to delinquent user fees:

- (1) If payment of any amount due is not made within 60 days of the initial billing of said amount, the water service by the due date the bill is deemed delinquent and the customer will be given 15 calendar days from the date the bill is deemed delinquent before utilities to the property may beare discontinued and shall not be again resumed until payment of amounts due, plus any penalties and interest, have been paid in full or an arrangement has been made. Reasonable notice and right to protest must be given to the customer prior to actual cut off of water serviceutilities. The City's Finance DepartmentCustomer Service Divison shall notify the customer of delinquent amounts and that service shall be terminated on a particular date, not less than 10-15 days after mailing of the notice. Each delinquent notice shall contain the following language:
[Amended 7-20-2005 by Ord. No. 05-11; 9-21-2005 by Ord. No. 05-17]

“This is to notify you that unless you bring your utility account(s) current, your service(s) will be cut off 10-15 days after the date this notice was mailed. You have the right to protest this termination as unjustified if you believe that you have been overcharged or charged for services not rendered. If you believe there is a mistake in this billing, you have the right to be heard and to present your argument and evidence. The City will evaluate your complaint and determine whether you owe the amounts in question. To protest this billing, you must contact the City's Collection Agent, at 454-1401, prior to the cutoff date.”

- (2) If water charges owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to the New Mexico State Statutes. If a customer is delinquent in the payment of utilities at one location, the customer shall not be entitled to service at another location until such prior delinquency has been paid.
- (3) The City may disconnect the private service line of the delinquent account from the City distribution main. If utilities owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to New Mexico State Statutes.
- (4) The City may disconnect the private service line of the delinquent account from the City distribution main.

C. Late Payment fee. All amounts billed for utilities or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the event the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.25% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney

WATER ORDINANCE #24-03
AMENDING ORDINANCE #05-17
SECTION 440-9 – PAYMENTS; DELINQUENCIES; LIENS; DISCONNECTIONS
AN ORDINANCE AMENDING SECTION 440-9 – PAYMENTS; DELINQUENCIES; LIENS;
DISCONNECTIONS OF THE CITY OF LAS VEGAS WATER ORDINANCE

WHEREAS, the present section amends the Payments; Delinquencies; Liens; Disconnections;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTION 440-9 OF THE WATER ORDINANCE BE AMENDED AS FOLLOWS:

§ 440-9 Payments; delinquencies; liens; disconnections.

A. Unless otherwise provided, billings shall be made on a monthly basis. All amounts due shall be payable when billed and shall become delinquent if not paid by the due date, a minimum of 20 days from billing.

[Amended 7-20-2005 by Ord. No. 05-11; 9-21-2005 by Ord. No. 05-17]

B. The City may take the following actions in response to delinquent user fees:

(1) If payment of any amount due is not made by the due date the bill is deemed delinquent and the customer will be given 15 calendar days from the date the bill is deemed delinquent before utilities to the property are discontinued and shall not be again resumed until payment of amounts due, plus any penalties and interest, have been paid in full or an arrangement has been made. Reasonable notice and right to protest must be given to the customer prior to actual cut off of utilities. The City's Customer Service Division shall notify the customer of delinquent amounts and that service shall be terminated on a particular date, not less than 15 days after mailing of the notice. Each delinquent notice shall contain the following language:

[Amended 7-20-2005 by Ord. No. 05-11; 9-21-2005 by Ord. No. 05-17]

“This is to notify you that unless you bring your utility account(s) current, your service(s) will be cut off 15 days after the date this notice was mailed. You have the right to protest this termination as unjustified if you believe that you have been overcharged or charged for services not rendered. If you believe there is a mistake in this billing, you have the right to be heard and to present your argument and evidence. The City will evaluate your complaint and determine whether you owe the amounts in question. To protest this billing, you must contact the City's Collection Agent, at 454-1401, prior to the cutoff date.”

(2) If a customer is delinquent in the payment of utilities at one location, the customer shall not be entitled to service at another location until such prior delinquency has been paid.

(3) If utilities owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to New Mexico State Statutes.

(4) The City may disconnect the private service line of the delinquent account from the City distribution main.

C. Late Payment fee. All amounts billed for utilities or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the event the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.25% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 03/29/2024

Department: Utilities

Item/Topic: Publication of Ordinance No. 24-04 amending solid waste ordinance 10-20 and section 361-10 of the municipal code pertaining to services, rates and charges and addition of section 361-12.

Fiscal Impact: None

Attachments: Ordinance 24-04 redlined, Ordinance 24-04.

Committee Recommendation: This item will be discussed at the April 9, 2024 Utility Advisory Committee Meeting. Their recommendation will be provided at the council meeting.

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.

Approved For Submittal By:

Department Director

Reviewed By:

Finance Director

City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

SOLID WASTE ORDINANCE #24-04
AMENDING ORDINANCE #10-20
SECTION 361-10 – SERVICES, RATES AND CHARGES
AN ORDINANCE AMENDING SECTION 361-10 – SERVICES, RATES AND CHARGES OF
THE CITY OF LAS VEGAS SOLID WASTE ORDINANCE AND ADDING A NEW
SECTION 361-12 PAYMENTS; DELINQUENCIES; LIENS; DISCONNECTIONS

WHEREAS, the present section amends the Services, Rates and Charges

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTION 361-10 E. and F. OF THE SOLID WASTE ORDINANCE BE AMENDED AS FOLLOWS INTO NEW SECTION 361-12 PAYMENTS; DELINQUENCIES; LIENS; DISCONNECTIONS.

WHEREAS, the present section amends the Services, Rates and Charges

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LAS VEGAS, NEW MEXICO, THAT SECTION 361-10 OF THE SOLID WASTE ORDINANCE BE AMENDED AS FOLLOWS AND SECTION 361-12 BE ADDED AS FOLLOWS:

§ 361-10 Services, rates and charges.

[Amended 7-20-2005 by Ord. No. 05-10; 8-17-2005 by Ord. No. 05-15; 9-21-2005 by Ord. No. 05-19; 6-7-2006 by Ord. No. 06-10; 7-15-2009 by Ord. No. 09-08; 7-28-2010 by Ord. No. 10-20]

The rates, charges and services of the City's solid waste utility shall be as described and defined below for customers receiving solid waste service inside the City limits:

A. Residential service.

- (1) Residences are defined as single-family dwellings, each apartment unit of any apartment complex, and each mobile home occupied as a place of residence whether located within or outside a so-called trailer or mobile home park. Each such residence shall pay the rates listed in the attached Rate Schedule 1^[1] for the use of a single cart which shall be emptied by the City once per week. Each additional cart provided to the same residence shall result in charges according to rates listed in the attached Rate Schedule 1. Each residence shall be limited to the use of two carts. The occupant and the owner of the residence shall be responsible for the cart, which remains the property of the City. The account holder shall pay \$75 for cart replacement due to damage or theft as listed in the attached Rate Schedule 3.^[2]

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(2) In the event that the City deems that the area around a residential container must be cleaned, the City shall perform this service for a charge according to rates listed in the attached Rate Schedule 3.

(3) Any residential customer of the City's solid waste utility requiring special pickup of solid waste shall be billed an additional amount according to rates listed in the attached Rate Schedule 3.

(4) Note: Residential pickup fees shall include an automatic 42.6% increase on February 1, 2011, and subsequent 5% yearly increases for fiscal year 2012 through 2015. The adjustment shall be reflected in an update to the attached Rate Schedule 1.

B. Exemption.

(1) A person who owns or rents a residence shall receive a \$5 per month exemption from the residential container charge if the following criteria are met:

(a) The person shall complete an exemption application annually and submit it to the City's ~~Finance Department~~ Customer Service division. The exemption shall be reviewed and revised if a name change is requested for that residence. The exemption application shall be maintained at the ~~Finance Department~~ Customer Service division.

(b) The applicant shall present a valid medicare or medicaid card and evidence that he/she is a senior citizen 55 years or older.

(c) The applicant shall present evidence that he/she is the titled owner and is the full-time occupant of the residence where service is being provided; or the applicant shall present a rental or lease agreement signed by the owner of the property in which the applicant is residing showing the applicant to be the legal tenant. The applicant shall also provide evidence that he/she is the full-time occupant of the property.

(2) In the event that the applicant fails to pay any charge for solid waste utility service throughout the exemption period, the exemption shall be nullified and regular charges for services shall be assessed for the exemption period.

C. Commercial service.

(1) Monthly charges for commercial services are based on container size and frequency of pickup listed in the attached Rate Schedule 2.^[3]

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D. Additional conditions.

(1) Mixed residential/commercial use. Commercial establishments which contain on the premises a residence in which the owner or operator of the commercial establishment maintains his/her residence shall be assessed commercial charges only. However, in the

event the residence is occupied by persons other than the owner or operator of the commercial establishment, the charges made for solid waste utility services shall be based on both residential and commercial rates. Charges shall be determined by the waste service(s) provided to the premises and the business license.

- (2) Compulsory collection and services fees. Except as otherwise provided, every person owning or controlling real property with a structure on said property within the City shall pay the solid waste collection or disposal fees established and provided for by this chapter.
- (3) Payment of fees. The billing and collection of charges for container and other related solid waste utility services provided by this chapter shall be done by the City's ~~Billing Department~~Customer Service Division. Services provided at the transfer station may be billed through the ~~Billing Department~~Customer Service Division or may be paid in cash at the transfer station.
- (4) Responsibility for payment of charges.
 - (a) If a landlord does not wish to be responsible for specific, or any utilities incurred on their rental property(ies), they must submit a notarized landlord waiver of responsibility form to the City of Las Vegas Utilities Department, located at 905 12th Street.
 - (b) If such form is not submitted, the landlord is responsible for any charges accrued, pursuant to NMSA 1978, § 3-23-6, and if utility charges are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to NMSA 1978, § 3-36-1. The landlord shall submit a landlord utilities waiver of responsibility form only once for each rental property involving said waiver of utility payment.
 - (c) Additional requirements.
 - [1] Landlord standby utilities agreement. The landlord must enter into a landlord standby utilities agreement with the City to have those services provided by the City Utilities Department. Provision of standby utilities services are optional and will be provided only to those landlords requesting said standby services.
 - [2] Landlord/tenant filing system. The City of Las Vegas Utilities Department shall maintain a comprehensive filing system that will contain any and all agreements, waivers and forms requesting utility service covered in this chapter. A separate file will be maintained for each landlord and each utility service address.
- (5) Automatic rate adjustment. Annual automatic adjustments to the rates and charges of the Solid Waste Utility may be made through application of the Consumer Price Index (CPI-U) which is maintained by the US government.

- (a) Adjustments. The adjustment shall be authorized by the City Manager only after examination of the financial performance of the utility in the past fiscal year.
- (6) Emergency adjustments to rates and charges. Due to the nature of the operations of the solid waste utility, the City recognizes that there may be unforeseen or emergency situations that would require rapid adjustment of the rates and charges of the utility. The City shall implement such emergency rate adjustments, provided that the following conditions are met:
- (a) The issue requiring an emergency rate adjustment shall be presented to the City's Utility and Finance Committees. Concurrence for the action by these two Committees is required to implement the emergency rate adjustment.
- (b) An emergency rate adjustment shall be considered only an interim action. In the event this chapter is not amended to permanently change the rates and charges of the solid waste utility within 90 days of the implementation of the emergency adjustment, the rates and charges shall revert back to those in effect prior to the implementation of the emergency adjustment.

~~E. Coincident monthly billing. Billing for normal monthly services from all of the City's utilities shall be contained on one monthly bill issued to each customer of the City's utilities.~~

~~F. Late payment fee. All amounts billed for solid waste service or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the event the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.5% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.~~

Chapter 361 Solid Waste

§361-12 PAYMENTS; DELINQUENCIES; LIENS; DISCONNECTIONS

A. Unless otherwise provided, billings shall be made on a monthly basis. All amounts due shall be payable when billed and shall become delinquent if not paid by the due date, a minimum of 20 days from billing.

B. The City may take the following actions in response to delinquent user fees:

- (1) If payment of any amount due is not made by the due date, the bill will be deemed delinquent and the customer will be given 15 calendar days from the date the bill is deemed delinquent before utilities to the property are discontinued and shall not be again resumed until payment of amounts due, plus any penalties and interest, have been paid in full or an arrangement has been made. Reasonable notice and right to protest must be given to the customer prior to

actual cut-off of utilities. The City's Customer Service Division shall notify the customer of delinquent amounts and that service shall be terminated on a particular date, not less than 15 days after mailing the notice. Each delinquent notice shall contain the following language:

“This is to notify you that unless you bring your utility account(s) current, your service(s) will be cut off 15 days after the date this notice was mailed. You have the right to protest this termination as unjustified if you believe that you have been overcharged or charged for services not rendered. If you believe there is a mistake in this billing, you have the right to be heard and to present your argument and evidence. The City will evaluate your complaint and determine whether you owe the amounts in question. To protest this billing, you must contact the City's Collection Agent at 505-454-1401, prior to the cut-off date.”

(2) If a customer is delinquent in the payment of utilities at one location, the customer shall not be entitled to utilities at another location until such prior delinquency has been paid.

(3) If utilities owed are not paid to the City within six months after the initial billing date, a lien against the property shall be filed according to the New Mexico State Statutes.

(4) The City may disconnect the private service line of the delinquent account from the City collection line and plug said private line.

C. Late payment fee. All amounts billed for utilities or other charges specified in this chapter shall be due and payable when the bill is issued, and shall become subject to a late payment fee in the event the customer fails to pay any amount due at the time of the issuance of the next bill. The City shall assess a fee of 1.25% per month to amounts which have not been paid at the time of the issuance of the next bill. The fee shall be compounded for each month for which amounts remain unpaid.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney

DRAFT

SOLID WASTE ORDINANCE #24-04
AMENDING ORDINANCE #10-20
SECTION 361-10 – SERVICES, RATES AND CHARGES
AN ORDINANCE AMENDING SECTION 361-10 – SERVICES, RATES AND CHARGES OF
THE CITY OF LAS VEGAS SOLID WASTE ORDINANCE AND ADDING A NEW
SECTION 361-12 PAYMENTS; DELINQUENCIES; LIENS; DISCONNECTIONS

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Chapter 361 Solid Waste

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PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk

REVIEWED AND APPROVED AS TO LEGAL SUFFICIENCY ONLY

City Attorney



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 4/1/24

Department: Executive

Item/Topic: Request approval of a Memorandum of Understanding (MOU) between the City of Las Vegas, San Miguel County and New Mexico Highlands University (NMHU) regarding the Gene Torres Golf Course.

NMHU is requesting \$60,000.00 per Season for the 2024 season, with the option of contributions for two additional seasons. Contributions for additional seasons will be decided annually after a demonstration of progress on land development by NMHU.

Fiscal Impact: \$60,000.00 for the 2024 Season

Attachments: MOU


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.

Approved For Submittal By:

Reviewed By



City Manager



Finance Director

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

**MEMORANDUM OF AGREEMENT BETWEEN
THE CITY OF LAS VEGAS,
SAN MIGUEL COUNTY, AND
NEW MEXICO HIGHLANDS UNIVERSITY**

This Memorandum of Agreement (“MOA”) is made and effective on the date of the last signature affixed hereto, by and between the City of Las Vegas (“the City”), San Miguel County (“the County”), and New Mexico Highlands University (“the University”), (individually, the “Party” and collectively, the “Parties”) and is in effect as of the date last executed below.

I. RECITALS

WHEREAS, the University acquired the Gene Torres Golf Course (the “Golf Course”) in 1964;

WHEREAS, the Golf Course has provided members of the University community with opportunities to take golf lessons for credit each semester and a place to conduct outdoor recreation and campus life activities;

WHEREAS, the Golf Course has provided citizens of the City and County with the opportunity to play the sport they love or in some cases start their journey on learning how to play golf;

WHEREAS, the Golf Course has provided the City and County with tax dollars from services provided to the public;

WHEREAS, the City, the County, and the University recognize that the Golf Course is a unique and valuable resource and that it should be operated efficiently in order to remain open and available for use;

WHEREAS, the City, the County, and the University share complementary visions, missions, and goals in opening the Golf Course and maintaining it as a clean recreational outdoor space for their citizens and community members;

WHEREAS, development of vacant property in the form of residential and commercial tracts can generate income for the City (e.g., utilities, gross receipts);

II. DEFINITIONS

The following definitions are applicable wherever these terms are used in this MOA:

- A. “City” – the City of Las Vegas, a municipality

B. "Contributions" – \$60,000 per Season for the 2024 season, with the option of contributions for two additional seasons. Contributions for additional seasons will be decided annually as set forth in III.B.3.

C. "County" – San Miguel County

D. "Fiscal Agent" – the entity responsible for managing all financial matters on the Project

E. "Golf Course" – the Gene Torres Golf Course located at 1 Country Club Dr., Las Vegas, NM 87701

F. "Management Committee" – the three-person committee appointed by the Principals with responsibility for all day-to-day management and operations of the Golf Course, including but not limited to hours of operation, number and duties of personnel, maintenance schedule, and rates per round

G. "MOA" – this Memorandum of Agreement

H. "Principals" – the City, the County, and the University

I. "Project" – the reopening of the Golf Course

J. "Season" – opening day and closing day as determined by the Management Committee

K. "University" – New Mexico Highlands University, a constitutionally created higher educational institution

III. AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and agreement contained below, the City, the County, and the University agree as follows:

A. Ownership

1. The University will retain ownership of the Golf Course regardless of any contributions by others.

2. Any decision that affects the ownership of the Golf Course will be made solely by the University.

3. The University will research the feasibility of the development of the vacant property in and around the Golf Course for sustainable funding.

B. The Principals

1. The City, the County, and the University will serve as the Principals on the Project.

2. Each Principal will have an equal vote regarding the Project.

3. The Principals will fund the Project with \$60,000 for the 2024 Season and will have the option to renew their contributions for additional seasons. The decision to renew a contribution for any additional season will be made by the Principals after a demonstration of progress on land development by NMHU.

4. Any of the Principals may, but is not required to, increase its contribution beyond its \$60,000 per Season for three Seasons commitment.

5. The Principals shall each deposit \$60,000 with the Fiscal Agent for the first Season within thirty (30) days after this MOA becomes effective.

6. The Principals shall each deposit \$60,000 with the Fiscal Agent for subsequent Seasons by January 31st following the previous Season played, if the funding is agreed to by the Principals' governing bodies.

7. NMHU will make the golf course available for the 2024 New Mexico Counties annual conference golf tournament and rodeo in June 2024, absent unforeseen circumstances that prevent such availability.

C. The Fiscal Agent

1. The University will serve as the Fiscal Agent of the Project.

2. The Fiscal Agent will be responsible for advising the Principals and the Management Committee on all financial matters relating to the Project and the operations of the Golf Course.

D. Management of the Golf Course

1. The Principals will create a three-person Management Committee with responsibility for all day-to-day management and operations of the Golf Course, including but not limited to hours of operation, number and duties of personnel, maintenance schedule, and rates per round.

2. Each Principal will appoint one person to and retain one person on the Management Committee.

3. The University's representative will serve as the Chair of the Management Committee.

E. Costs and Expenses

1. All costs incurred by the City, the County, and the University to open and maintain the Golf Course, with the exception of compensation for members of the Management Committee, will be reimbursed from revenue from operations of the Golf Course and the Principals' contributions.

2. Each Principal will be responsible for any compensation of the person it appoints to the Management Committee.

3. Employees of the Principals who are assigned to work at the Golf Course will be compensated from Golf Course revenues and the Contributions.

4. Each Season, the Management Committee will advise the Las Vegas City Council, the San Miguel County Commission, and the New Mexico Highlands University Board of Regents, as soon as possible, but no later than December 30th of each year, if the Management Committee anticipates there are insufficient funds to complete the Season .

5. At least once a month and/or upon request, the Management Committee will provide to the Principals a written report of all Golf Course revenue and expenditures, via the Management Committee Official Minutes.

6. At no time may annual expenditures exceed actual revenue plus Contributions without the prior approval of all three Principals.

F. Other Contributors

1. Other entities or organizations may contribute to the Project.

2. The Management Committee will notify the Principals of any proposed contributions and will work with the Fiscal Agent to develop written terms and conditions of such contributions.

G. Free Use of Golf Course

1. The Golf Teams of the West Las Vegas School District and of the Las Vegas City School District shall be allowed use of the Golf Course free of charge at specified times determined by the Management Committee.

H. Termination

1. This MOA may be terminated by any Party upon written notice delivered to the other Parties at least thirty (30) days prior to the intended date of termination.

2. By such termination, none of the Parties may nullify obligations already incurred for performance or failure to perform prior to the date of termination.

I. Liability

1. Each Party shall be solely responsible and liable for its own actions and omissions and all claims, demands, actions, causes of action, suits, losses, damages, liabilities, expenses, and costs (“Claims”) arising therefrom, subject to the limitations and immunities in the New Mexico Tort Claims Act, NMSA 1978, §§ 41-4-1 through 41-4-27.

2. Nothing in this MOA shall be construed as limiting the authorities and responsibilities vested in any Party.

J. Use of Information

1. The Parties agree to use the same degree of care, discretion, and confidentiality under state and federal laws with any shared or transferred information as they would use with their own information.

2. Requests for information by anyone other than the Parties shall be addressed pursuant to the Inspection of Public Records Act, NMSA 1978, §§ 14-2-1 through 14-2-12, and appropriate policies of each Party.

K. Governing Law

1. This MOA shall be governed by the laws of the State of New Mexico.

2. In any judicial action arising from or relating to this MOA, the Parties consent to venue and jurisdiction in the Fourth Judicial District Court, San Miguel County, New Mexico, and to service of process under the laws of the State of New Mexico.

L. Amendment

1. This MOA shall not be altered, changed, or amended except by a written instrument executed by each of the Parties.

M. Notices

1. All notices and communications required by this MOA shall be given by personal delivery, by nationally recognized courier delivery services, or by certified mail of the United States Postal Service, postage prepaid, return receipt requested, addressed to the other party as follows (or such other address or person as a Party may specify to the other Parties by notice given pursuant to this paragraph).

2. Notices shall be deemed given as follows: (a) if personally delivered, on the day of such notice is delivered; (b) if sent by nationally recognized overnight courier delivery service, one (1) day after such notice is sent; or (c) if sent by certified mail, two (2) days after such notice is sent.

3. All Notices required by this MOA shall be sent to the following:

City of Las Vegas

City of Las Vegas
Office of the City Manager
1700 North Grand Avenue

San Miguel County

San Miguel County
Office of the County Manager
500 W. Nation Avenue, Suite 200

Las Vegas, New Mexico 87701
tmontgomery@lasvegasnm.gov

Las Vegas, New Mexico 87701
jansley@co.sanmiguel.nm.us

New Mexico Highlands University

New Mexico Highlands University
Office of the President
800 University Avenue
Las Vegas, New Mexico 87701
President_office@nmhu.edu

N. Third Party Beneficiaries

1. Nothing contained herein is intended to create and shall not be construed to create any right, title, or interest in or for the benefit of any person other than the Parties.
2. No person shall claim any right, title, or interest under this MOA or seek to enforce this MOA as a third party beneficiary of this MOA.

O. ASSIGNMENT

1. None of the Parties shall assign or transfer any interest in this MOA or assign any claims for money due or to become due under this MOA without the prior written approval of the other Parties.

WHEREUPON, this MOA has been executed on the dates indicated next to each of the respective signatures with the date of this MOA to be the date of the last signature affixed hereto.

CITY OF LAS VEGAS

By: _____

Date: _____

Its: _____

SAN MIGUEL COUNTY

By: _____

Date: _____

Its: _____

NEW MEXICO HIGHLANDS UNIVERSITY

By: _____

Date: _____

Its: _____



Approval Form
(Contracts, Lease Agreements, RFP's, MOU's, MOA's, Ordinances, Resolutions)

***Reviewed:**
Tim Montgomery by M.J. Gray 3.25.2024
Tim Montgomery, City Manager **Date**

**(if not signed by City Manager first, this document will not be forwarded to the Attorney for review and approval)*

Date Submitted: 3/25/2024

Department Submitting: Executive Submitter: Tim Montgomery

Documents to be reviewed: MOA between CLV, San Miguel County and NMHU

Deadline: ASAP

Submitter Comments: _____

Received by CM - Office Mgr/HR: MJG Date: 3.25.2024

City Manager / HR Comments: n/a

The following is the approval order: *(Please circle either approved or disapproved)*

Approved / Disapproved: *(Reason for Disapproval):* _____

Changes: _____ Date: _____

1

ABA
Attorney Review

03.26.2024
Date

Approved / Disapproved: *(Reason for Disapproval):* _____

2

Donna Chan
Finance Director

3/26/24
Date

Approved / Disapproved: *(Reason for Disapproval):* _____

3

Tim Montgomery
Tim Montgomery, City Manager

03/26/2024
Date

Received by City Clerk's Office Date: _____
(Only if being placed on the Agenda)

**This form must be submitted with an Attorney Review prior to review and approval by the City Manager. If there is no Attorney Review, it will not be processed until this step is completed.*



**CITY OF LAS VEGAS REGULAR
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 3/28/24

Department: City Clerk


Item/Topic: Conduct a Public Hearing and Approval of a Transfer of Ownership of Dispenser Liquor License No. 0290 with Package Sales only.

The applicant, Tomika, LLC is requesting approval of a transfer of ownership of Dispenser Liquor License No. 0290 with package sales only. The Director of Alcohol Beverage Control Division (ABC) has reviewed the referenced application and granted preliminary approval. The application has been forwarded to our Governing Body for consideration of the liquor license application. All zoning and publication requirements have been met.

Attachments:

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.

Approved For Submittal By:


Department Director

Reviewed By:


Finance Director


City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

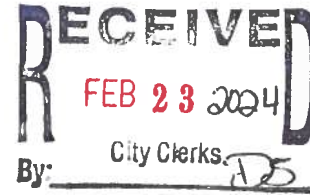
Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

February 20, 2024

Certified Mail No.: 7021 2720 0001 2205 1891

City of Las Vegas
Cassandra Fresquez, Clerk
1700 N. Grand Avenue
Las Vegas, NM 87701



Lic. No. /Appl. No.: License No. 0290
Name of Applicant: Tonika, LLC
Doing Business As: TBD
Proposed Location: 1339 N. Grand Avenue, Las Vegas, New Mexico 87701

The Director of the Alcoholic Beverage Control Division (ABC) has reviewed the referenced Application and granted **Preliminary Approval**. It is being forwarded to you for Local Option District approval or disapproval of the Liquor License Application.

Notice of the Public Hearing required by the Liquor Control Act shall be given by the governing body by publishing a notice of the date, time, and place of the hearing **twice during the 30 days prior to the hearing** in a newspaper of general circulation within the territorial limits of the governing body. **The first notice must be published at least thirty (30) days before the hearing. Both publications must occur before a hearing can be conducted.** The notice shall include:

- (A) Name and address of the Applicant/Licensee;
- (B) The action proposed to be taken;
- (C) The location of the licensed premises.

In addition, if the Local Option District has a website, **the Notice shall also be published on the website.**

While the law states that “within forty-five (45) days after receipt of a Notice from the Alcoholic Beverage Control, the governing body shall hold a Public Hearing in the question of whether the department should approve the proposed issuance or transfer”, we recognize the potential for conflict between the requirement for publication of 30 day notice and the 45 day hearing requirement.

With that in mind, when a local governing body receives a liquor license application from ABC, that governing body has a couple of options:

- 1) Hold a hearing on the license application within the statutory time frame of forty-five (45) days, as required by the Liquor Control Act, and comply with all other statutory and regulatory procedures and notify ABC of your decision within thirty (30) days of the hearing;
- 2) Request from ABC an extension of time, past the forty-five (45) days, designating how much additional time will be needed to conduct the hearing in compliance with all statutory and regulatory procedures. After the extension is granted and the hearing is held, notify ABC of your decision within thirty (30) days of the hearing;



ABC has no preference in the option you choose.

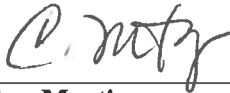
The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. **A record shall be made** of the hearing.

THE APPLICANT IS SEEKING A TRANSFER OF OWNERSHIP OF DISPENSER LIQUOR LICENSE NO. 0290 WITH PACKAGE SALES ONLY

Within thirty (30) days after the Public Hearing, the governing body shall notify ABC of their decision to approve or disapprove the issuance or transfer of the license by signing the enclosed original Page 1 of the Application. The original Page 1 of the Application must be returned together with the notices of publication. **If the Governing Body fails to either approve or disapprove the issuance or transfer of the license within thirty days after the Public Hearing, the Director may issue the license.**

If the Governing Body disapproves the issuance or transfer of the license, it shall notify ABC within thirty (30) days setting forth the reasons for the disapproval. A copy of the Minutes of the Public Hearing shall be submitted to ABC with the Notice of Disapproval (*Page 1 of the Application, noting disapproval*).

Respectfully,



Charmaine Martinez
Admin Law Judge | Hearing Officer
NM Regulation & Licensing Department
Alcoholic Beverage Control Division
Phone: (505) 476-4804 Fax: (505) 476-4595
Email: Charmaine.Martinez2@rld.nm.gov

Enclosures:

1. Original Page 1 of the Application (*must be signed and returned w/notices of publication*)
2. Copy of Page 2 of the Application
3. Copy of the Zoning Statement
4. Copy of Floor Plan





NMRLD
NEW MEXICO
REGULATION &
LICENSING DEPARTMENT

RECEIVED
JAN 11 2024
ALCOHOL & GAMING DIVISION

STATE OF NEW MEXICO
MICHELLE LUJAN GRISHAM, GOVERNOR
Linda M. Trujillo, Superintendent
Andrew Vallejos, Director

Transfer of Dispenser Type Liquor Application | \$200.00 Application Fee, non-refundable

ABC USE ONLY: Application Fee \$ 200 Received on: 1-11-24 Receipt No. _____
License Fee \$ _____ Received on: _____ Receipt No. _____
Application Number: _____ Local Option District: _____

License Number: 0290 License Type Dispenser
Record Owner of Existing License: Franken Oil & Distributing Company, Inc.
Current D/B/A Name: Better Stop Convenience Store (Phillips 66 - Las Vegas)
Current Premises Address: 1339 N. Grand Avenue, Las Vegas, NM 87701 (San Miguel County)
Current LOD: San Miguel County Is License moving out of Local Option District? Yes No

Check appropriate boxes:

Application is for: Transfer of Ownership Transfer of Ownership and Location Transfer of Location Only

Applicant is Individual Limited Liability Company Corporation Partnership (General/Limited)

NAME OF APPLICANT: Tomika, LLC

D/B/A Name to be used: To Be Determined Business Phone No: 619-770-0102

Mailing Address: 1198 East Main Street, Suite B, El Cajon, California 92021

Email (required) blakehookah@yahoo.com

Physical location where license is to be used: 1339 N. Grand Avenue, Las Vegas, NM 87701

County: San Miguel (Include street number / highway number / state road, city, state, and zip code)

Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: Dispenser 0290

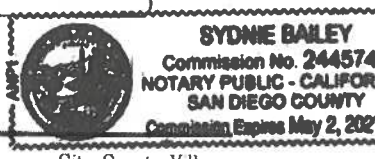
Contact Person: Rami Yakoo Yousif Phone #: (619) 770-0102 Email: blakehookah@yahoo.com

I, (print name) Rami Yakoo Yousif, as (title) Manager being first duly sworn upon oath deposes and says: that he/she is the applicant or is authorized by the applicant to make this application; that he/she has read the same; knows the contents therein contained are true. Applicant(s) agree(s) that if any statements or representations herein are found to be false, the Director may refuse to issue or renew the license or may cause the license to be revoked at any time.

You must sign and date this form before a Notary Public.

Signature of Applicant: Rami Yakoo Yousif Date: 01-09-24

Notary Public Use Only: (State of California, County of San Diego)
SUBSCRIBED AND SWORN TO before me this 09 day of January, 2024
By: Rami Yakoo Yousif Notary Public: [Signature]
Date my Commission Expires: May 02, 2027



Local Option District Use Only: Local Governing Body of _____ City, County, Village

Public Hearing held on _____ 20____ Please check one: Approved Disapproved

Signature of City/County Official: _____ Title: _____

Alcoholic Beverage Control Division Use Only: Approved Disapproved, _____

Signed by Director: _____ Date: _____



JAN 11 2024

Premises Location, Ownership, and Description | NMSA §60-6B-10 | Page 2

1. The land and building which is proposed to be the licensed premises is: (check one)

Owned by Applicant, copy of deed/document attached

Leased by Applicant, copy of lease/document attached

Other (provide details): At Closing, Owner will be Yousif, LLC (See Purchase & Sale Agreement, as amended, and assigned- copies attached)

2. If the land and building are not owned by Applicant, indicate the following:

A. Owner(s): Franken Properties, Inc. & Franken Oil & Distributing Company

B. Date and Term of Lease: February 14, 2024 for . . . initial term of ten years

3. Premises location is Zoned (example C-1, see Zoning Statement): Zoning C-3 (General Commercial Zone)

Zoning Statement attached, Yes No Must be obtained from the Local Government, listing the proposed location by address, Type of Zone, state whether alcoholic beverages are allowed at proposed location, and if applicable, whether packaged sales, patio service and/or manufacturing is allowable. If there is no zoning in the proposed location, attach Statement from the local government, indicating there is no zoning.

4. Distance* from nearest Church: (Property line of church to closest point of licensed premises—shortest distance)

Name of Church: Las Vegas Community Church Miles/feet: .3m/1,581 ft.

Address/location of Church: 1022 2nd St., Las Vegas, NM 87701

5. Distance* from nearest School: (Property line of school to closest point of licensed premises—shortest distance)

Name of School: Robertson High School Miles/feet: .21/1,140 ft.

Address/location of School: 1236 5th St., Las Vegas, NM 87701

6. Attach Detailed Floor Plan, must include the Total Square Footage of premises; List nearest cross street; Show which direction is North; Show each level (floor) where alcoholic beverages will be sold or consumed, exterior walls, doors, and interior walls; Patio Area with type of barrier used; Highlight Bonded Areas. The floor plan should be no larger than 8½ x 11 inches and must be labeled with designated areas highlighted, which will reflect the proposed Licensed Premises.

7. Type of Operation: Hotel Lounge Package Grocery Racetrack
 Restaurant Craft Distiller Small Brewer Winery Wholesaler
 Other (specify): gas station/convenience store

*NOTE: If the distance is beyond 300 feet, but less than 400 feet, and the Applicant does not admit that the location is within 300 feet and requests a waiver from the LOD, a Registered Engineer or Licensed Surveyor must complete a Survey Certificate showing the exact distance.





City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasvegasnm.gov

Mayor Louie A. Trujillo

October 25, 2023

1339 North Grand Avenue
Las Vegas, NM 87701

RE : Zoning Statement

RECORDED
JAN 11 2024
ALCOHOL & GAMING

To Whom It May Concern:

This statement approves the address at 1339 North Grand Avenue and is also a C-3 (General Commercial Zone). This zone does also allow for alcoholic beverages to be sold.

If you have any questions, please feel free to contact me at (505) 454-1401, ext. 1608 or via email at: cortiz@lasvegasnm.gov

Sincerely,

Charles Ortiz
Planning and Zoning Coordinator

D David Ulibarri
C Councilor Ward 1

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

David G. Romero
Councilor Ward 4

NOV 07 2015

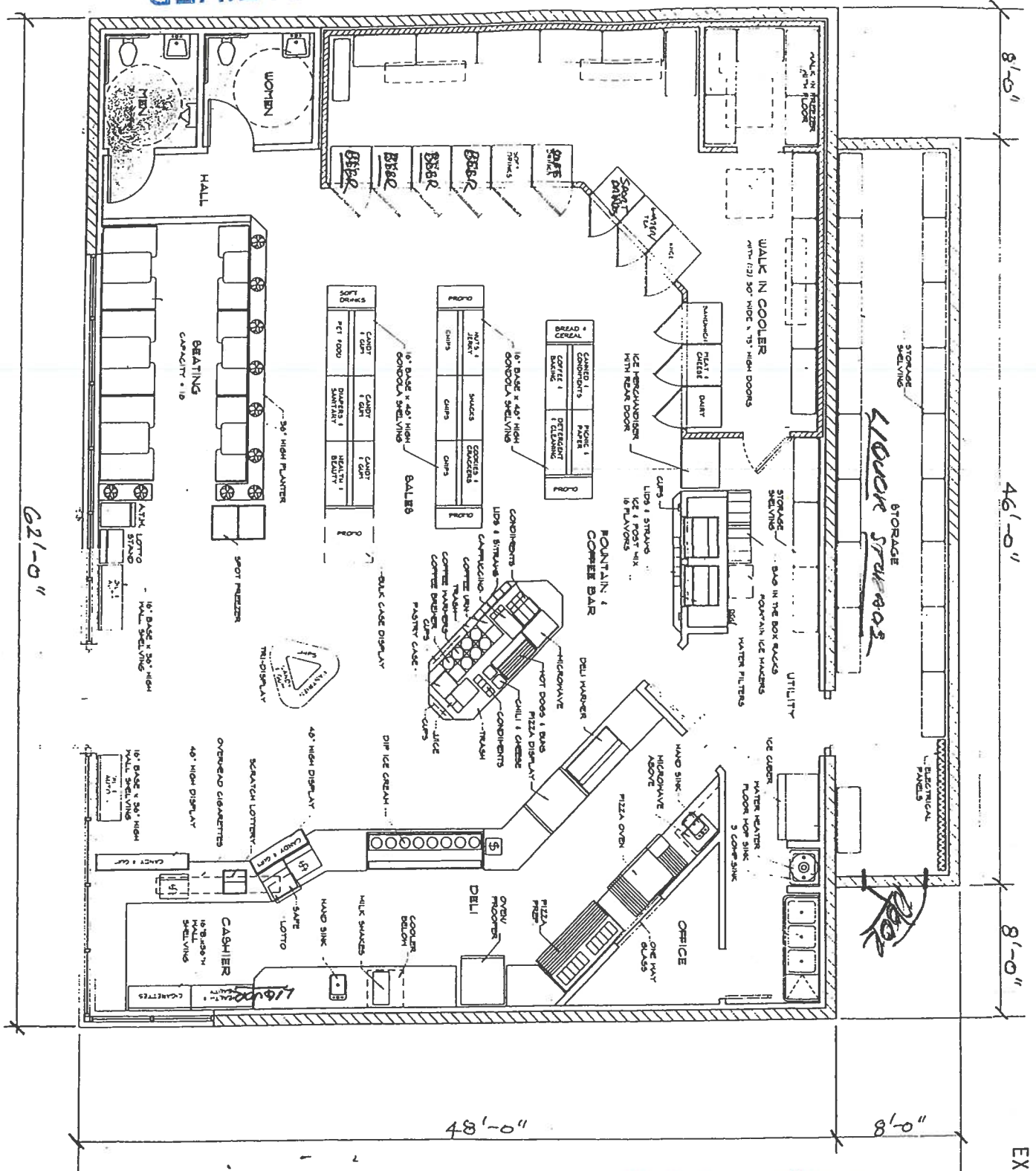
RECEIVED

ITEM 7.

LICENSED PREMISE

3,344 SQUARE FEET

FD



Franken Oil + Distributing Co.
 License No. 0290

FLOOR PLAN APPROVAL

By Rose L. Garcia

Date 11/3/15



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasve

Mayor David Romero

February 26, 2024

Tomika, LLC
Attn: Rami Yakoo Yousif, Manager
Email: blakehookah@yahoo.com
1198 East Main Street, Suite B
El Cajon, CA 92021

Mr. Yousif:

The City Clerk's Office received your application to Alcohol Beverage Control Division regarding a Transfer of Ownership of Dispenser Liquor License on February 23, 2024. In order to meet 30 day publication deadline, the City of Las Vegas will hold a public hearing on April 10, 2024, at our regular council meeting held at 5:30 p.m. in the San Miguel Chambers, located at 500 W. National Avenue, Las Vegas, NM 87701.

At this time the Governing Body will review the liquor license application as well as hear any and all protests and determine whether to approve the application for a Transfer of Ownership of Dispenser Liquor License . Please call me should you have any questions. I have attached the Notice of Public Hearing for your records.

Respectfully,

Casandra Fresquez, City Clerk
City of Las Vegas
905 12th Street
Las Vegas, NM 87701
(505) 454-1401, ext. 1402

David Ulibarri
Councilor Ward I

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

Marvin Martinez
Councilor Ward 4



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasve

Mayor David Romero

MEMORANDUM

TO: Lucas Marquez Community Development Director

FROM:


Casandra Fresquez, City Clerk

DATE: February 26, 2024

RE: Application for a Transfer of Ownership of Dispenser Liquor License No. 0290
with Package Sales Only

Enclosed is a copy of the application for a Transfer of Ownership of Dispenser Liquor License No. 0290 submitted by Tomika, LLC, DBA (To be Determined), 1339 N. Grand Avenue, Las Vegas, NM, 87701.

This information is being submitted to your office for review and to verify that the requirements to the nearest church, school and military installation as mandated in the New Mexico State Statutes have been met. Further, I would like to ensure that the area is zoned to allow such an establishment. Please submit to this office written confirmation as to whether or not the location proposed for use of the license meets those requirements. By copy of this memorandum, I am also notifying Interim Police Chief Matias Apodaca of this application for his input, if any.

The Las Vegas City Council will hold a public hearing regarding the above application on April 10, 2024 at 5:30 p.m. and will require the information prior to the meeting.

Should you have any questions, please do not hesitate to contact me. Thank you in advance for your assistance.

Enclosures:

xc: Charles Ortiz, Planning & Zoning Coordinator
Matias Apodaca, Interim Chief of Police

David Ulibarri
Councilor Ward I

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

Marvin Martinez
Councilor Ward 4



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasve

Mayor David Romero

April 1, 2024

Tonika LLC
1198 E. Main St Suite B
El Cajon, California 92021

RE: STATEMENT OF ZONING CERTIFICATION

To Whom It May Concern:

This statement certifies that the premises located at 1339 North Grand Avenue, Las Vegas, New Mexico 87701 are located within a C-3 (General Commercial Zone).

As per the City's Zoning Code, § 450-126. C-3 General Commercial Zone, this zone is intended to provide for those retail businesses and services which require a location other than the Central Business District, being either highway-oriented or requiring larger tracts of land.

This zone does permit the establishment of eating and drinking places, including bars, restaurants and cocktail lounges, as per 450-126.

B. Permitted uses in the C-3 District

(3). This zone also allows for the retail sale of packaged alcoholic beverages for off the premises consumption.

An aerial photo with distances to nearest school, hospital and military facility is attached, along with information on the C-3 Zoning from our Municipal Code Book.

If further information is required, or you have any questions, please contact me at (505) 426-3279.

Sincerely,

Lucas Marquez
Community Development Director
xc: Tim Montgomery, City Manager
Casandra Fresquez, City Clerk

David Ulibarri
Councilor Ward 1

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

Marvin Martinez
Councilor Ward 4



Closest School is Robertson High School approximately 1,244.3' away.
Closest Hospital is approximately 6,074.53' away (Alta Vista)
Closest Military unit is Kirkland Air Force Base in Albuquerque NM approximately 134 Miles away



ROBERTSON HIGH
ATHLETIC
FIELD
R

PAUL D.
ELEM.
SCHOOL
⑦

PARK PLACE

FIRST STREET

MILLS AVENUE

M1

R2

C3

R2

GRAND AVENUE
BACK AVENUE

P

⑦

⑨

⑧

⑨

⑤

④

AT & SF R

Chapter 450. Zoning

Article X. Limitations of Land Uses in Various Zones

§ 450-126. C-3 General Commercial Zone.

[Amended 8-17-1983 by Ord. No. 72-5]

- A. **Purpose.** This zone is intended to provide for those retail businesses and services which require a location other than the Central Business District, being either highway-oriented or requiring larger tracts of land not normally available in the Central Business District.
- B. **Permitted uses in the C-3 District.**
- (1) Any use permitted in C-1.
 - (2) Auction houses.
 - (3) Eating and drinking places, including bars, drive-in restaurants, and cocktail lounges.
 - (4) Entertainment, but not within 75 feet of any R District:
 - (a) Billiard parlors and pool halls.
 - (b) Dance halls.
 - (c) Drive-in theaters.
 - (d) Games, electronic and pinball.
 - (e) Nightclubs.
 - (f) Recreation activities:
 - [1] Baseball fields.
 - [2] Swimming pools.
 - [3] Skating rinks.
 - [4] Other open air facilities.
 - (5) Hotels and motels.
 - (6) Institutions.
 - (a) Nursing homes or rest homes.
 - (b) Private clubs.
 - (7) Mobile home parks.
 - (a) Three copies of an overall development plan shall be submitted to the Community Development Department showing proposed land uses for the entire area defined in the

mobile home park. Additionally, this plan shall show the numerical designation or street name and number of each mobile home site in the park. Said plan shall also include a utilities certification block which shall contain signatures for all utilities indicating that provisions for utility easements are adequate for the mobile home park and said plan shall include a City acceptance block signed by the City Manager and Community Development Director indicating that the plan is approved and accepted by the City of Las Vegas. [Amended 2-26-1987 by Ord. No. 75-33]

- (b) The minimum area for any such development shall not be less than one acre.
- (c) The mobile home park shall provide spaces that are well defined and delineated. Minimum lot size per mobile home unit shall be determined by the developer and must meet requirements outlined above.
- (d) Spacing between trailers shall not be less than 20 feet whether such trailers are placed side by side or end to end to side.^[1]
[1] Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).
- (e) The distance between any trailer and the front or rear property line of the trailer park shall be a minimum of 10 feet. There need not be any setback from the rear property line when adjacent to an alley.
- (f) The distance between any trailer and the side property lines of the trailer park shall be a minimum of seven feet.
- (g) The distance between any trailer and any building within the trailer park limits shall be a minimum of 20 feet.
- (h) There shall be at least one off-street parking space for each trailer on or abutting the lot on which the trailer is placed.
- (i) The mobile home park shall be located on a well-drained site and graded to ensure proper drainage of the site and shall meet the requirements set forth in Chapter 212, Drainage. The park shall be graded to control the increased runoff for a one-hundred-year frequency storm and may include catch basins or ponding areas for controlled entry of water into natural drainageways or storm sewers to insure that the increase does not overload the system, or cause damage to property and areas at lower elevations.^[2]
[2] Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).
- (j) Within the mobile home park, all private local streets shall have a minimum graveled roadway of 24 feet. Private collector streets shall have a minimum of 30 feet. All public streets shall observe right-of-way requirements and subdivision design standards set forth in Chapter 280, Land Subdivision, Article VI, Design Standards, of the Las Vegas City Code.
- (k) All mobile home parks shall have direct access into a paved, dedicated public street. If temporary recreational vehicle parking is permitted within the mobile home park, there shall be direct access into a state or federal highway.
- (l) All driveways and walkways within the mobile home park shall be hard-surfaced and shall be lighted during hours of darkness.
- (m) All mobile home parks shall be accessible to water, sewerage, solid waste disposal, electricity and natural gas systems or the provision of such services if existing systems are not available.
- (n) Water supplies shall be adequate to permit the operation of at least two, one-and-one-half-inch hose streams on any fire in a mobile home park. The water supply may be derived

from hydrants connected to any underground water supply system, a reservoir or water supply source of not less than 3,000 gallons, or a Fire Department apparatus equipped with a water tank(s). Hydrants shall be located within 500 feet of all mobile home sites.

- (o) All mobile homes shall be skirted with materials compatible with the siding of the trailer unless the unit is situated at ground level.
- (p) The perimeter of the park shall be landscaped within six months.
- (q) A development agreement ("agreement") between the mobile home park developer and the City shall be signed and executed before any construction begins. The agreement shall set forth a schedule of improvements listing the required improvements and a time schedule for installation of these improvements. A security shall be posted as a suitable guarantee to insure compliance with City development standards. If a cash security is offered, it shall be placed in an interest-bearing account and refunded upon completion and City acceptance of scheduled improvements. If a property bond is offered, a deed to the City shall be executed before any construction begins. No trailers shall be moved into the mobile home park until the following improvements are completed and formally accepted by the City:
[Amended 1-19-1989 by Ord. No. 77-33]
 - [1] All drainage improvements.
 - [2] All utility improvements.
 - [3] All road improvements.
 - [4] All concrete surface improvements.
- (8) Mortuaries.
- (9) Offices, business and professional.
- (10) Public utilities or utilities operated by mutual agencies consisting of water wells, gas metering and regulating stations, telephone exchanges, booster stations or conversion plants with the necessary buildings, apparatus or appurtenances incident thereto, but not including distribution mains, providing any such utilities are similar in design and structure to other buildings in the area of proposed use.
- (11) Retail sales.
 - (a) Automotive sales, including automobiles, trucks, farm implements dealers.
 - (b) Bicycle, scooter and similar vehicles sales.
 - (c) Boat and other marine sales.
 - (d) Building material dealers.
 - (e) Clothing stores.
 - (f) Department stores.
 - (g) Mobile home sales.
 - (h) Supermarkets.
- (12) Services.
 - (a) Automobile laundry, car wash.
 - (b) Auto repairs, body and approved paint booths.^[3]

[3]

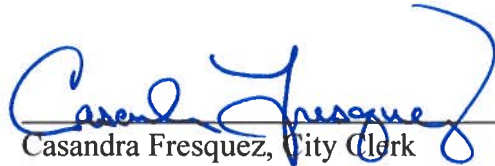
Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

- (c) Building trades or equipment yards, provided no assembly, construction, millwork, or concrete manufacture is done on the premises.
- (d) Laundries, self service.
- (e) Service stations for automobiles, provided it complies with the following requirements:
 - [1] Any tube or tire repairing, battery charging or the like shall be conducted within a completely enclosed building.
 - [2] There shall be no outside storage of any kind.
 - [3] If any lubricating or washing is done outside a building, a solid wall or fence at least six feet high shall be maintained between such activity and any abutting or contiguous R-1, R-2, RA or RR Zone.
- (f) Truck stops.
- (g) Recycling centers, for the receiving of aluminum, glass, brass, copper, and nonferrous metals. One per location, provided it complies with the following requirements:
 - [1] Business must be conducted within a wholly enclosed building of solid body trailer, semitrailer, or similar type of storage unit. (Pickup trucks will not be considered acceptable for this type of use.)
 - [2] There shall be no outside storage of any kind.
 - [3] If any aspect of the business needs to be conducted outside, all materials collected shall be immediately placed in the enclosed building or storage unit at the site.
 - [4] If not wholly conducted within an enclosed building, or solid body semitrailer, equipment, materials, and storage unit must be removed from the site at the end of each day of operation, and the site must be thoroughly cleaned and free of any evidence of operation.
 - [5] Permitted locations shall include flea markets, shopping centers, or existing businesses, provided that they meet the requirements listed herein.
 - [6] A separate business license and fee of \$60 required.
 - [7] There shall be no encroachment upon any public right-of-way.
 - [8] If the licensee is given notice of violation of any of the provisions of this chapter, a warning citation shall be issued and compliance must follow within 48 hours of the receipt of the citation. If compliance is not obtained within the forty-eight-hour period as stated herein, the City reserves the right to immediately revoke the business license of the licensee, and to require all operations of the licensee to cease.
- (13) Signs for advertising, identification or direction pertaining to a use conducted within a building, provided:
 - [Amended 1-19-1989 by Ord. No. 77-31]
 - (a) The sign shall be located entirely on private property with a ten-foot minimum setback from the property line.
 - [Amended 1-19-1989 by Ord. No. 77-31]
 - (b) The sign is so located as to not reflect into any RR, RA, R-1, R-2, R-3 or any residential portion of a PC, RH1, or CH1 Zone.
 - (c) A freestanding sign does not exceed 100 square feet.

City Clerk's Office

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Las Vegas, New Mexico will conduct a public hearing on Wednesday, April 10, 2024 at 5:30 p.m. in the San Miguel County Chambers, 500 W. National Avenue, Las Vegas, NM 87701. The City Council will hear any and all protests and determine whether to approve or disapprove an application for a Transfer of Ownership of Dispenser Liquor License No.0290 submitted by Tomika, LLC, DBA (To be Determined), 1339, N. Grand Avenue, Las Vegas, NM 87701. The hearing is open to the public. Protests and/or comments may be filed with the City Clerk, 905 12th Street, prior to the hearing.


Casandra Fresquez, City Clerk

Publish: Las Vegas Optic on Friday, March 1, 2024 and Friday, April 5, 2024
City of Las Vegas website: www.lasvegasnm.gov

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Las Vegas, New Mexico will conduct a public hearing on Wednesday, April 10, 2024 at 5:30 p.m. in the San Miguel County Chambers, 500 W. National Avenue, Las Vegas, NM 87701. The City Council will hear any and all protests and determine whether to approve or disapprove an application for a Transfer of Ownership of Dispenser Liquor License No.0290 submitted by Tomika, LLC, DBA (To be Determined), 1339, N. Grand Avenue, Las Vegas, NM 87701. The hearing is open to the public. Protests and/or comments may be filed with the City Clerk, 905 12th Street, prior to the hearing.

/s/ Casandra Fresquez
City Clerk

PUB: Las Vegas Optic,
March 1, April 05, 2024

#229943



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 3/27/24

Department: Community Dev.

Item/Topic: Encroachment Agreement

Request approval to enter into an encroachment agreement with Bill Hendrickson owner of 825 7th Street for the purpose of selling said property.

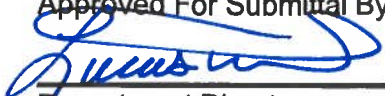
Fiscal Impact:

Attachments: Record Proper

Committee Recommendation: The Planning and Zoning Commission is recommending approval of this encroachment.


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.

Approved For Submittal By:



Department Director

Reviewed By:



Finance Director



City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasvegasnm.gov

Mayor David Romero

AGENDA

CITY OF LAS VEGAS BOARD OF ADJUSTMENT / PLANNING & ZONING COMMISSION

Monday, March 25, 2024 @ 4:00pm
City of Las Vegas
500 Railroad Avenue 2nd floor, Las Vegas, NM 87701

Boards of Adjustment/Planning & Zoning Meetings are available via YouTube
https://www.youtube.com/channel/UCNGDVGRRAL0qVewel5JYeRw?view_as=subscriber

- I. **PLEDGE OF ALLEGIANCE**
- II. **CALL TO ORDER**
- III. **ROLL CALL**
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF MINUTES** : December 27, 2023
- VI. **PLANNING & ZONING**
 - a. Bill Hendrickson (Encroachment Agreement) at 825 7th Street
- VII. **OTHER BUSINESS**
- VIII. **ADJOURNMENT**

David Ulibarri
Councilor Ward 1

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

Marvin Martinez
Councilor Ward 4

ATTENTION PERSONS ATTENDING FOR PUBLIC INPUT: you consent to photography, audio recording, video recording and its/their use for inclusion on the City of Las Vegas website and to be broadcast on YouTube.

NOTICE OF PERSONS WITH DISABILITIES: If you have a disability and require special assistance to participate at this meeting, please call the Zoning Department at (505) 454-1401, Ext. 1608 four days prior to the meeting date.

NOTE: Action of the Planning & Zoning Commission is not final but is a recommendation to the City Council. Zoning hearings before the City Council are held on the second and third Wednesday of each month at 5:30 p.m. in the City Council Chambers, 1700 North Grand Avenue, Las Vegas, New Mexico. Special Use or Conditional Use Permits, Variances and Appeals are heard by the Board of Adjustment and are final, except that Variances which are associated with a Subdivision are final by action of the City Council; however, any person aggrieved by a decision of the Board of Adjustment may appeal the decision to City Council.

ACTION: Kerry Rodriquez moved to accepted the September 25, 2023 meeting minutes as presented. Andrew Salazar seconded the motion. Motion was approved – with all voting in favor.

VI. Planning & Zoning:

Rose Padilla requested a variance for the property located at 2716 New Mexico Avenue, Las Vegas, NM. Mr. Lesperance sworn in Mr. and Mrs. Padilla.

Lucas Marques called on Charles Ortiz to present the variance request to the Board. Rose Padilla requested a lot line adjustment. It was stated that a “garage” was encroaching into the City right of way by nine (9) feet. There is a PNM pole next to the nine (9) foot encroachment. Mr. Rodriquez asked if the builder was aware of the city easement. It was noted that there is not a concrete slab in the structure, only concrete footings. It appears that no building permit was pulled for the project. Mr. Rodriquez also asked if the building was up to code and Mr. Marquez stated that the State Inspector would have to make an inspection. It was noted that the front and back setback lines are fifteen (15) feet and the side setback lines are seven (7) feet. The property is zoned R3. It was also noted that one-half (1/2) of the garage is in the City right away and the other half is in the setback area. Mr. Lesperance asked if the property owner had visited with the contractor that installed the structure and the owner stated they had not.

ACTION: Mr. Rodriquez moved to approve the variance. Mr. Coca seconded the motion. Chairman Lesperance requested a roll call vote.

Vote:

Mr. Rodriquez - Aye/approve
Mr. Salazar - Approve
Mr. Coca - Yes

VII. Other Business:

NONE

VIII. Adjournment:

ACTION: Mr. Coca moved to adjourn the meeting. Mr. Rodriquez seconded the motion. Motion was approved – with all voting in favor.

Meeting was adjourned at 4:30 P.M.

**MINUTES OF THE CITY OF LAS VEGAS PLANNING AND ZONING BOARD
MEETING HELD ON WEDNESDAY, DECEMBER 27, 2023, AT 4:00 P.M. IN
THE CITY COUNCEL CHAMBERS.**

**Board Members present: Oliver Lesperance
Joe Coca
Andrew Salazar
Kerry Rodriguez**

Board Members absent: Mike Sweeny

**Also present: Lucas Marques, Director Community Development
Charles Ortiz, Planning and Zoning Coordinator
Mr. and Mrs. Padilla**

I. Pledge of Allegiance

**II. Call to order:
Chairman Lesperance call the meeting to order at 4:00 P.M.**

**III. Roll Call:
Board Members present: Oliver Lesperance
Joe Coca
Andrew Salazar
Kerry Rodriguez**

Board Members absent: Mike Sweeny

IV. Approval of Agenda:

**ACTION: Kerry Rodriguez moved to approve the agenda as presented.
Joe Coca seconded the motion. Motion was approved – with all voting in
favor.**

**V. Approval of Minutes:
The September 25, 2023 minutes were not able to be approved at the
November 27, 2023 meeting. There was not a quorum for the
November 27, 2023, therefore no business could be conducted.**

**Planning and Zoning
RECORD PROPER**

Applicant/ Petitioner.....Bill Hendrickson Property

Owner.....Bill Hendrickson

Location.....825 7th Street

Hearing Date.....Monday March 25th, 2024

ACTION REQUESTED

Asking permission to enter into an Encroachment Agreement, Property is zoned as an R-2 (Multi-Family Residential Zone).

BACKGROUND

Mr. Hendrickson is requesting an encroachment agreement between himself and the City of Las Vegas for the property at 825 7th Street, On the Columbia Street side of the house, the wall is 0.3 inches over and the eave is 1.7 ft .On the alley side the wall is 1.1 ft into city right of way and the eave is 1.4 ft into city right of way.

EXHIBITS

Exhibit

No. Description, Document name, date, and number of pages

No.	Description, Document name, date, and number of pages
1	Encroachment Agreement, 4 pages
2	Letter to Applicant
3	Survey, 1 page
4	Property Zone Map
5	Property Over Head Pictures, 1 page
6	Property Pictures actuals, 4 pages
7	Warranty Deed

ENCROACHMENT AGREEMENT

This Encroachment Agreement ("Agreement") is made this _____ day of _____, 2024 ("EffectiveDate"), by and between the City of Las Vegas, a New Mexico home-rule municipality ("City") and William M. Hendrickson and Kathleen M. Hendrickson, husband and wife, ("Owners"). Throughout this Agreement, either of the aforementioned parties may be referred to as "Party" or both of the aforementioned parties may be referred to as "Parties."

Recitals

WHEREAS, the City is the owner of real property commonly known as Columbia Street, a right-of-way ("ROW") within the City, as well as the alley between 7th Street and 8th Street, in Las Vegas, New Mexico, (collectively the "City Property"); and

WHEREAS, the Owners are the owners of the real property commonly known as 825 7th Street, Las Vegas, San Miguel County, New Mexico 87701 (more particularly described on the attached deed, Exhibit A) (the "Premises") which Premises abuts the City Property on the southern side of Columbia Street and which abuts the alley on the western side of the Premises; and

WHEREAS, a survey of the Premises prepared by Winston & Associates, is attached hereto as Exhibit B ("Survey"), and an Improvement Location Report prepared by Meadowlands Surveying, LLC attached hereto as Exhibit C ("ILR") show that improvements along Columbia Street and the northern boundary of the Premises and improvements along the alley and the western boundary of the Premises, encroach on the City Property ("Encroachments"); and

WHEREAS, the Parties acknowledge the aforementioned Encroachments and desire to enter into this Agreement to resolve any encroachment issues that may exist.

NOW, THEREFORE, in consideration of the foregoing recitals and all exhibits to this Agreement, which are incorporated herein by reference, and the covenants and agreements set forth in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, City and Owners agree as follows:

1. City hereby grants to the Owners permission for the Encroachments to remain in their current locations for as long as such Encroachments shall stand in good repair. If the Encroachments are in need of maintenance or repair, the City expressly grants to the Owners a limited license to enter the City Property to maintain or repair the Premises.
2. If, at any time, for any reason, the portions of the Premises which encroach on City Property are removed, destroyed or cease to exist in a good and safe condition, then the City will provide written notice to the Premises Owner(s). If the Premises are not returned to a good and safe condition by or before the date requested in the aforementioned written notice, then this Agreement will automatically terminate regarding those portions of Premises which are removed, destroyed or cease to exist in a good and safe condition. In the event the Owners, or any subsequent holder of interest in the Encroachments or this Agreement, fail to remove said

Encroachments from the City Property if requested to do so by the City based on the automatic termination of any portion of this Agreement, the City may enter upon the Premises and effect such removal of the portion of the Premises which encroaches on the City's property, without the City incurring any liability whatsoever. City and Owners agree that neither the Owners or any heir, successor or assign of the Owners, or any other subsequent party in interest to this Agreement, shall expand or add to the Encroachments or in any other way add any other encroachment or improvement to City Property.

This Agreement shall be binding to the heirs, successors and/or assigns of the Parties.

3. This Agreement shall be governed by the laws of the State of New Mexico, and the Parties agree venue for any dispute arising under this Agreement being the Fourth Judicial District Court in Las Vegas, New Mexico, and any modification of this Agreement shall be in writing and signed by both Parties.

4. The Owners hereby indemnify, defend and agree to hold City harmless from any and all liability, loss, cost, damage, injury and expenses (including without limitation attorney's fees, court costs and litigation expenses) arising out of or in anyway connected with the maintenance or repair of the Encroachments. Without limiting the foregoing indemnification provisions, the Owners further agree that if any third party asserts a claim or files an action against the City in connection with any event or circumstance relating to the relocation of any portion of the Encroachments, the City may defend itself against such claim or action; and in such event, the Owners shall reimburse the City for any sums paid to any third party in damages, judgments or settlement of such claim or action and for any reasonably cost and expense (including without limitation attorney's fees, court costs, and litigation expenses) incurred by the City in defending itself against such claim or action.

In witness whereof, the Parties have executed this Agreement as of the Effective Date.

CITY OF LAS VEGAS
Approved By:

Owners:

David Romero, Mayor

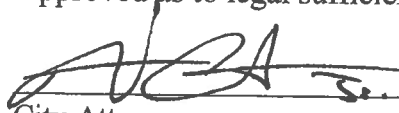
William M. Hendrickson

Kathleen M. Hendrickson

Attest:

Casandra Fresquez, City Clerk

Approved as to legal sufficiency only:

 3/14/2024
City Attorney

{Intentionally Left Blank}

ACKNOWLEDGMENTS

STATE OF NEW MEXICO)
)SS.
COUNTY OF SAN MIGUEL)

The foregoing encroachment agreement was acknowledged before me by Mayor David Romero and City Clerk Casandra Fresquez on this ____ day of _____,2024.

Notary Public

[SEAL]

STATE OF NEW MEXICO)
)SS.
COUNTY OF SAN MIGUEL)

The foregoing encroachment agreement was acknowledged before me _____ on this _____ day of _____,2024, by William M. Hendrickson and Kathleen M. Hendrickson.

Notary Public

[SEAL]



City of Las Vegas

1700 N. Grand Avenue | Las Vegas, NM 87701 | T 505.454.1401 | lasvegasnm.gov

Mayor David Romero

March 20th, 2024

Bill Hendrickson
825 7th Street
Las Vegas NM, 87701

Dear Mr. Hendrickson

This is to give you formal notice that the City of Las Vegas Board of Adjustments/ Planning and Zoning Commission will hold a regular meeting on March 25th 2024 at 4:00 pm in the City of Las Vegas Public Works Conference Room , 1700 North Grand Avenue. The purpose of this meeting is to address your request for an Encroachment Agreement at your property better known as 825 7th Street.

Staff will initially present the item to the Board, at the end of the presentation the Chairperson will open the Public hearing and will conduct the hearing as follows: In all cases dealing with property issues, all persons, witnesses who wish to speak for or against the issue will have to be sworn in at this time. The sworn-in procedure is as follows: the Chairperson will ask that all who are going to speak (testify) either for or against the issue to stand up and raise their right hand and take the oath.

It is required that you or a representative be present to answer any questions the Commission may have of your request, failure to be present may result in your request being heard at a future meeting. Staff also encourages you to speak on your behalf when given the opportunity and if you choose you may bring in other parties to support your request.

If you have any question, please feel free to contact me at 505-454-1401 ext 1608

Sincerely,

Charles Ortiz, Planning and Zoning Coordinator

David Ulibarri
Councilor Ward 1

Michael Montoya
Councilor Ward 2

Barbara Casey
Councilor Ward 3

Marvin Martinez
Councilor Ward 4

BK 83 pg 66

Certificate of Filing

This instrument was filed for public record on the 7th day of March, 2024 at 11:35 o'clock AM

This instrument is recorded in Book 83, Page 66, of Document # 003745 in the Office of the County Clerk, Eschanna G. Ortega, San Miguel County, State of New Mexico.

Elu Cruz
San Miguel County Clerk



National Geodetic Survey, Reference Data
 DESIGNATION: COLF
 PID: 150859
 STATE COUNTY: SAN MIGUEL
 COUNTY: 42
 USGS QUAD: LAS VEGAS (2017)

CURRENT SURVEY CONTROL
 NAD 83 (2011) POSITION: 33°36'44.2197471N 105°18'31.3104W ADJUSTED
 NAVD 83 ORTHO HEIGHT: 1988.6 (meters) 6524 (feet) VERT ANG

The following values were computed from the NAD 83 (2011) position:
 Norm East Units Scale Factor Conver
 SPC NAD E - 511.864180 54.703980 MT 0.99998851 0.10579
 SPC NAD E - 1.67933106 272.91598 MT 0.99998851 0.10579
 UTM 13 - 1910568351 480112.612 MT 0.99998667 0.07407
 etc. Factor & Scale Factor = Conversion Factor
 SPC NAD E - 0.99998964 0.99998851 = 0.99997947
 UTM 13 - 0.99997996 0.99998667 = 0.99997953



BK 83 pg 66

Plats referenced for this survey:

Plat of Boundary Survey of Lots 1, 2 & 3, Block 26, San Miguel Townsite Company's Addition to Las Vegas, by NM6999 filed in San Miguel County Clerk's Office in Book 60, Pg. 11

Deeds referenced for this survey:

Warranty Deed from Albert & Nancy Sue Veray to William M. & Kathleen N. Hendrickson filed in the Office of the San Miguel County Clerk as Doc. #201010316

Notes:

- Field survey made March 01, 2024
- Address: 825 7th Street, Las Vegas, NM
- Bearings are referenced to the N.M. State Plane East Zone per a localized G.P.S. observation performed on site. Distances are horizontal ground.
 All COF's in this block = 0.10238' LL to obtain geoidetic bearings. Combined scale factor used from NGS - data shown below
- Consentment for title insurance no. MM1694, dated February 09, 2024
 Includes 8, Part II Exceptions
 9) Patent Reservations are not survey related with the exception of the right to construct, permit and direct, whether or which are located on surveyed lots.
 10) Improvements and interests of property lines shown as existing.

Legend

Survey Markers are Key Noted.

Keyed Notes:

- (A) Found a 1" V drilled into the top of the iron walk. Did not see a NAD 83 Washer for concern over damage to the wall.
- (B) Found a no. 4 rebar w/ a 3/4" dia. red NM6999 cap & a tied 3/4" dia. brass NM2288 washer, tied 1-1/2" dia. aluminum NM13979 washer. This is a Witness Corner and found 2.27' into the alley (7.14' PRI)
- (C) Found a no. 4 rebar w/ a 3/4" dia. red NM6999 cap & a tied 3/4" dia. brass NM2288 washer, tied 1-1/2" dia. aluminum NM13979 washer. This is a Witness Corner and found 0.66' into the 7th Street (0.60' PRI)
- (D) Found a no. 4 rebar w/ a busted yellow cap.
- (E) Found a no. 5 rebar w/ a 1-1/2" dia. aluminum cap. Strapping it gone matches other KREIZ Corner Found.
- (F) Found no. 4 rebar standing 4" above grade
- (G) Found a 1" o.d. Flares top galvanized pipe, a foot high, painted white and with several different colors of oil tubes on flagging.

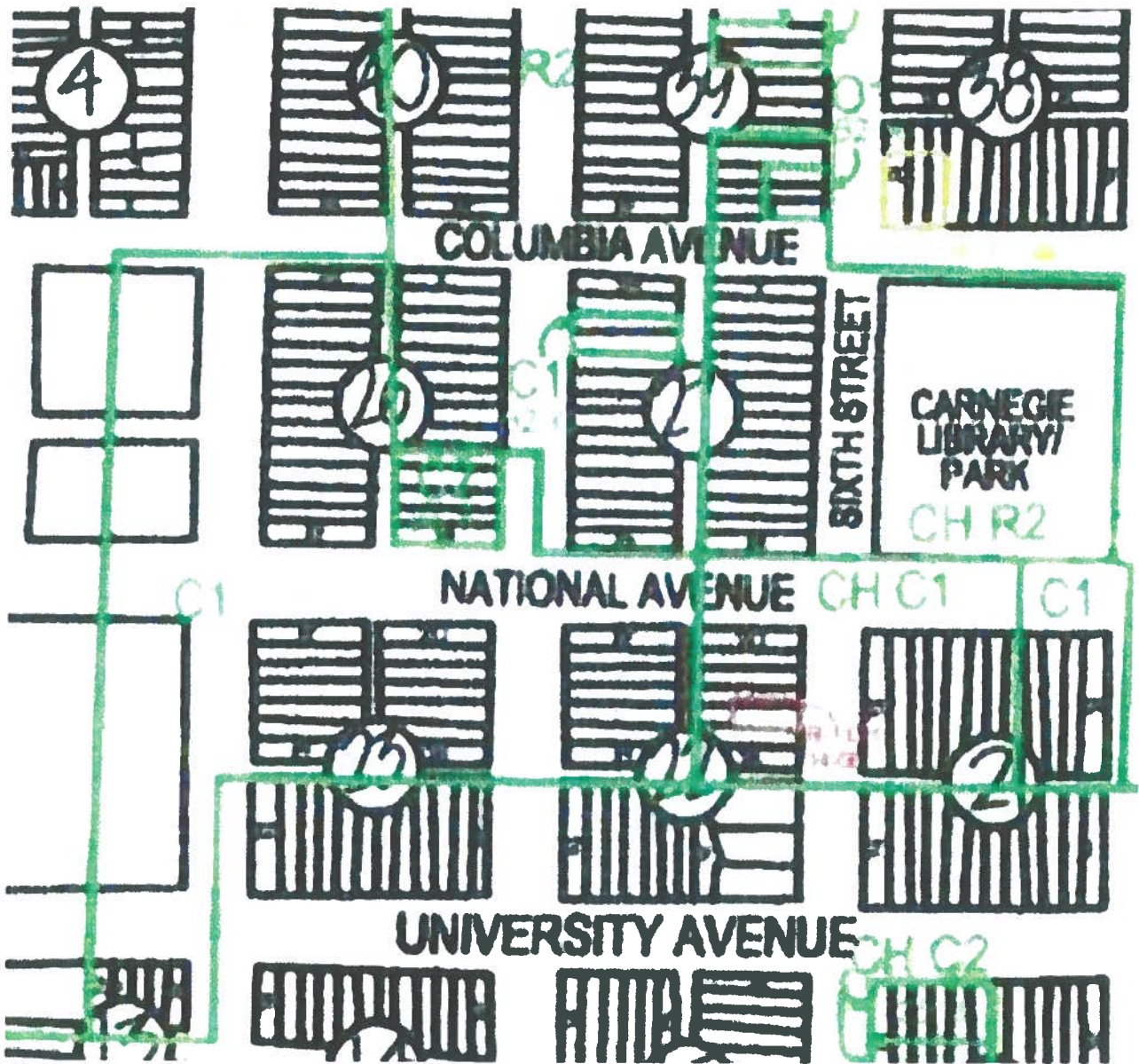
Surveyor's Certificate

I, Clyde J. King, New Mexico Professional Surveyor No. 13979, do hereby certify that this Boundary Survey Plat and the actual survey on the ground upon which it is based were performed by me or under my direct supervision, that I am responsible for this survey; that this survey meets the Minimum Standards for Surveying in New Mexico; and that it is true and correct to the best of my knowledge and belief. I further certify that this survey is not a land division or subdivision as defined in the New Mexico Subdivision Act and that this instrument is a Boundary Survey Plat or an existing tract or tract.

Clyde J. King
 Clyde J. King, 13979 Date: 3-1-24



Index to: Sec. 23, Twp. 16 N., Rng. 16 E., PID#1-095-093-076-153



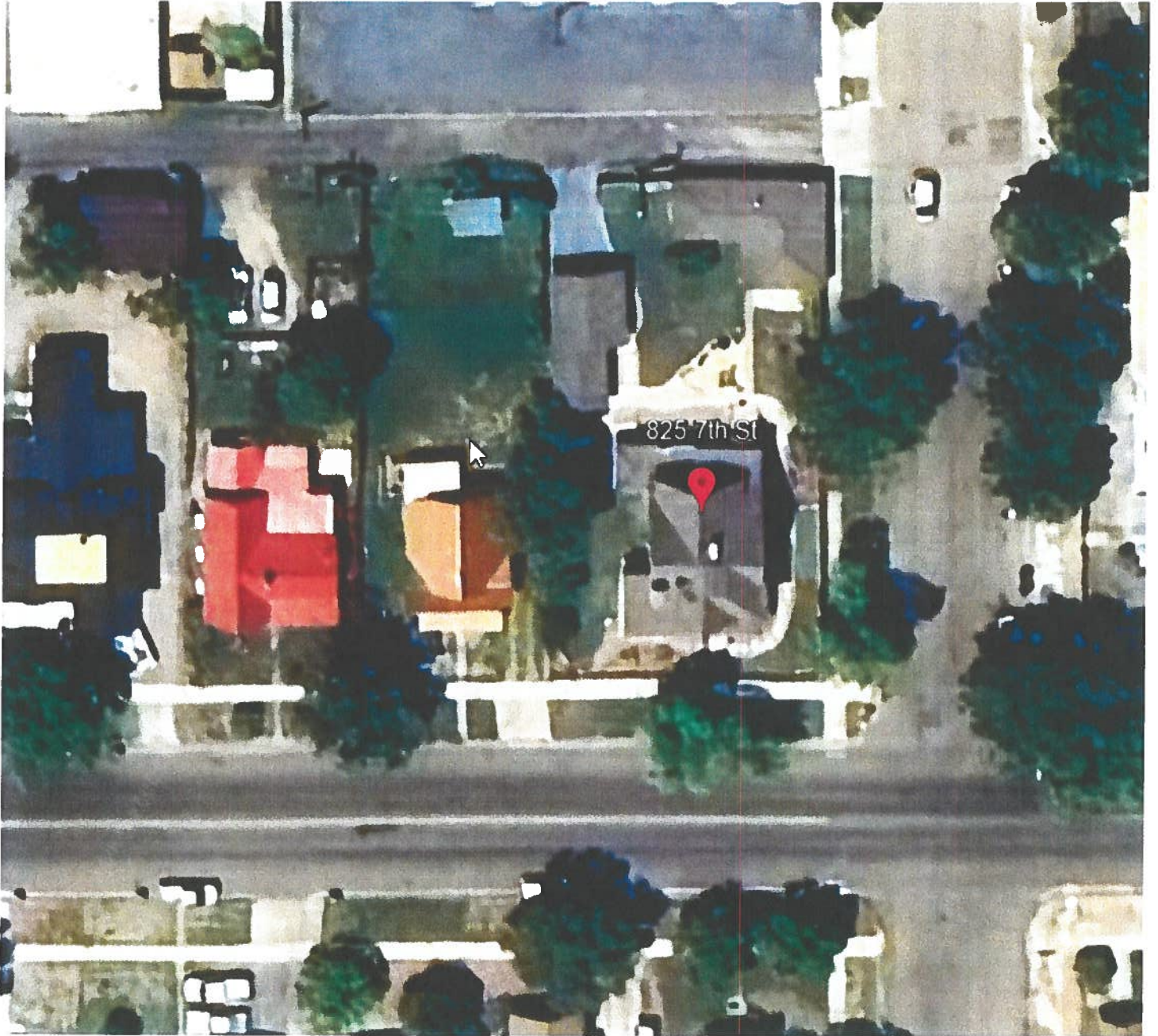


Exhibit 7

2

Recording Requested By:
Territorial Title of Las Vegas, Inc.
File# 23566

The document contains 1 pages.

Territorial Title Of Las Vegas, Inc.

New Mexico Statutory Form Rev. 5-75

Escrow #00033566

WARRANTY DEED

Nancy Sue Albert Kersey, Personal Representative of the Estates of Edward N. Maloof, deceased and Mildred M. Maloof, deceased, and as Successor Trustee of the Edward N. Maloof Revocable Trust Under Trust Agreement, dated July 18, 2005

for consideration paid, grant to William M. Hendrickson and Kathleen M. Hendrickson, Husband and Wife as Joint Tenants

whose address is 150 Polusette Indiatlantic, FL 32903
the following described real estate in San Miguel County, New Mexico:

Lots One (1), Two (2) and Three (3), Block Twenty-six (26) of San Miguel Townsite Company's Addition to Las Vegas, San Miguel County, New Mexico.

SUBJECT TO: Reservations, restrictions, easements of record & taxes for 2011 and subsequent years.

TOGETHER WITH: All rights appurtenant thereto

with warranty covenants.

WITNESS our hands and seals this 26 day of September, 2011
Nancy Sue Albert Kersey P.R. for Estate of Edward N. Maloof
(Seal) (Seal)

Nancy Sue Albert Kersey, Personal Representative of the Estates of Edward N. Maloof, deceased and Mildred M. Maloof, deceased, and as Successor Trustee of the Edward N. Maloof Revocable Trust Under Trust Agreement, dated July 18, 2005

ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF Oklahoma } ss.
COUNTY OF Oklahoma }

The foregoing instrument was acknowledged before me this 26th day of September, 2011 by Nancy Sue Albert Kersey, Personal Representative of the Estates of Edward N. Maloof, deceased and Mildred M. Maloof, deceased, and as Successor Trustee of the Edward N. Maloof Revocable Trust Under Trust Agreement, dated July 18, 2005.
(Name or Names of Person or Persons Acknowledging)

Myrna Williams
Notary Public

My commission expires: 06-26-2014
(Notary Public Seal)



COUNTY OF SAN MIGUEL }
STATE OF NEW MEXICO } ss WARRANTY DEED
PAGES: 1

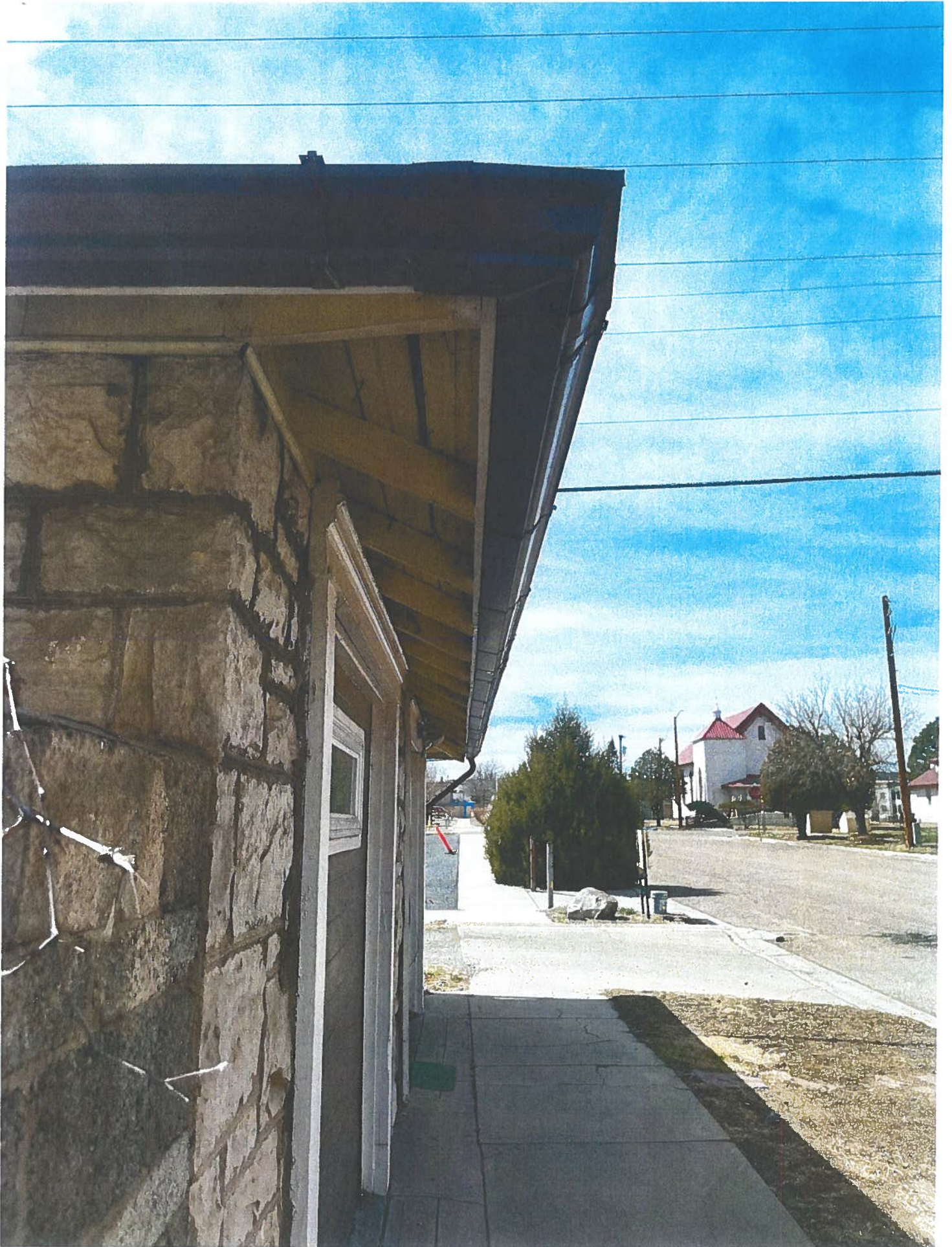
I Hereby Certify That This Instrument Was Filed for Record On The 30TH Day Of September, A.D., 2011 at 11:11:54 AM And Was Duly Recorded as Instrument # 201103636 Of The Records Of San Miguel County

Witness My Hand And Seal Of Office
Melanie Y. Rivera
County Clerk, San Miguel, NM
Deputy - MELANIE

EX A











**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: March 29, 2024

Department: Finance

Item/Topic: Approval of Resolution No. 24-11 request to sell of obsolete city assets at an online auction. Obsolete excess property, equipment, scrap metal and other items deemed unusable.

Fiscal Impact: Any and all funds received from the sale of these inventoried obsolete and surplus assets will go into the specific fund in which the item was deleted.

Attachments: Resolution No. 24-11 and the auction listing in pdf format.

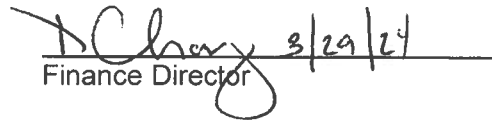
THIS REQUEST FORM MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE NO LATER THAN 5:00 P.M. ON FRIDAY ONE AND A HALF WEEKS PRIOR TO THE CITY COUNCIL MEETING.

Approved For Submittal By:

Reviewed By:



Department Director



Finance Director



City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____	Continued To: _____
Ordinance No. _____	Referred To: _____
Contract No. _____	Denied _____
Approved _____	Other _____

**CITY OF LAS VEGAS, NEW MEXICO
Resolution No. 24-11**

**A RESOLUTION TO APPROVE
THE SALE OF OBSOLETE CITY ASSETS AT AN ONLINE AUCTION.**

WHEREAS, the City of Las Vegas (“City”) owns and possesses certain inventoried obsolete and surplus assets; and

WHEREAS, the City desires to hold an online auction to receive competitive bids for the obsolete and surplus assets; and

WHEREAS, the City desires to hold said online auction in the Spring of 2024; and

WHEREAS, the City will benefit from the sale and disposal of the obsolete and surplus assets.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Las Vegas, that the recitals and any exhibits are incorporated herein by reference and the Governing Body hereby approves the sale of the inventoried and surplus assets.

ACCEPTED AND APPROVED this day ____ of April 2024.


Mayor David Romero


ATTEST:


Casandra Fresquez, City Clerk

Auction Time

TO: All Departments

FROM: 
Margaret Silva, Purchasing Warehouse Specialist

THRU:  3/8/24
Dominic Chavez, Interim Finance Director

THRU: 
Tim Montgomery, City Manager

DATE: March 7, 2024

SUBJECT: Auction Process

As per City Manager, Tim Montgomery, it is mandatory for all departments to participate for the on-line auction **estimated to be held in April 2024**. Departments will need to follow the following process for adding items to the auction list:

All items that departments would like to add to the Auction lists:

*1st - Each Department will compile a list with **a complete description** of items to be auctioned using forms provided by the Purchasing Inventory Clerk by e-mail. The Department will submit this form to the Inventory Clerk. **Deadline to submit form: March 22, 2024 by 5:00pm.**

*****A COMPLETE DESCRIPTION OF ITEMS *** - BE VERY DESCRIPTIVE ABOUT YOUR ITEMS. TRY TO GET AS MUCH INFORMATION AS POSSIBLE TO HAVE A BETTER CHANCE OF SELLING YOUR ITEM AND TRYING TO GET THE MOST OUT OF IT AS YOU CAN. THIS MIGHT ALSO HELP WITH PEOPLE NOT HAVING TO CONTACT YOU AS MUCH ABOUT THE ITEM. TRY TO MENTION THINGS THAT YOU WOULD WANT TO KNOW AS IF YOU WANTED TO BUY THESE ITEMS. THE MORE DESCRIPTIVE YOU ARE THE BETTER. IF YOU DO NOT KNOW OR HAVE CORRECT**

INFORMATION ABOUT THE ITEM, IT IS OKAY TO SAY UNKNOWN. WE DO NOT WANT INCORRECT OR FALSE INFORMATION USED TO DESCRIBE ITEMS. IT MOST DEFINITELY CAUSES MAJOR PROBLEMS WHEN THAT HAPPENS.

(There will be three different forms, **Vehicles/Heavy Equipment, Computer Equipment and Miscellaneous Items**).

*2nd – These first lists will be sent to each Department on **March 26, 2024** to make sure there is not a need within the City for those items. **Department must transfer assets accordingly.**

*3rd - Each Department will compile **a finalized list** of items to be auctioned; the Department will submit this completed form to the Inventory Clerk. **Deadline to submit form: March 27, 2024 by 5:00pm.**

*4th - Departments will need to schedule an Appointment with Kenny Roybal, I.T. **before April 5, 2024** to have all hard drives removed from computers. If hard drives are not removed by that date the computers will not be eligible for this auction as per state regulation.

*5th – When auction is said and done, a list of sold items will be turned in to the Deputy Finance Director, so items can be removed from the Fixed Asset Lists (not all items will apply).

NO EXCEPTIONS WILL BE MADE TO THESE DEADLINES.

This will give us the time needed to obtain all the proper documentation for the vehicles in time to include it in the April 2024 auction.

***The Departments will be responsible for removing all City of Las Vegas logos, cleaning out all vehicles and disposing of any and all waste, and ensuring that all City of Las Vegas documentation and property is removed from the vehicles.**

G-plates and any fuel cards are to be turned over to Inventory at the time that the list is submitted to Inventory Clerk.

***** Any valuable assets that were purchased with grant funds will need DFA approval attached. *****

*****No items will be accepted by Finance/Purchasing for storage. It is the Departments responsibility to store the items until sale of said item, and also to have the items available for pickup. *****

*****NO ITEMS ARE TO BE LEFT ON THE PURCHASING/INVENTORY DOCK*****

***A contact person will need to be appointed from each Department that participates in the auction. This will be the go to person throughout the whole auction process!!!**

***The contact person from each Department will need to communicate with the Inventory Clerk for setting up a time to come to the Department and photograph all items to ensure proper listing and better chance of sale on web – site. Make sure items are in an accessible area so that good pictures can be taken. Good pictures will help describe and sell items.**

If there are any questions please call or email Margaret Silva @ 505-454-1401 Ext. 1107 or margarets@lasvegasnm.gov.

Please fill in the information below for each of your inventory items.

Vehicle Checklist

City of Las Vegas

Overall Title: _____

Year: _____

Make/Manufacture: _____

Model: _____

Mileage/Hours: _____

VIN #: _____

Running Condition: Runs Well Runs Doesn't Run Unknown

Engine Make, Size, & Gas Type: _____

Transmission Type/Condition: _____

Brakes/Condition: _____

Hydraulics/Condition: _____

Body Style/Condition: _____

Tires/Condition: _____

General Description: _____

Does vehicle or equipment have keys: _____ Digital Picture # (no limit on qty) _____

Inventory #: _____

Storage Address (pickup location) _____

I certify that all items have been verified and this vehicle is ready for pictures and auction.

Print Employee Name: _____

Employee Signature: _____

Department: _____

Title: _____

Date: _____

Minimum starting bid of this item (must be filled in by manager or director): _____

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: _____

Year: _____

Make/Brand: _____

Model: _____

Quantity: _____

Description: _____

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): _____

Department: _____

Minimum starting bid of this item (must be filled in by manager or director): _____

CITY OF LAS VEGAS
 1700 N. GRAND AVE.
 LAS VEGAS, NM 87701

PHONE#
 505-454-1401

FAX#
 505-454-8027

QUOTE SHEET

FAX BACK BY: **MARCH 26, 2024 @ 5:00PM**

VENDOR: **PUBLIC SURPLUS**

EMAIL: bradley milligan@the publicgroup.com

	UNIT	ITEM & DETAILED	PART	UNIT	EXT.	CONTROL
QTY	MEAS	DESCRIPTION	#	PRICE	PRICE	NUMBER
1		ON LINE AUCTION SERVICE - (APRIL - MAY) 2024				FINANCE
		PLEASE INCLUDE PREMIUM FEES				
		QUOTE MUST BE GOOD THRU MAY 31, 2024				
		FOR FURHTER QUESTIONS OR INFO, PLEASE				
		CALL MARGARET @ 505-454-1401-EXT. 1107				

****IF FREIGHT APPLIES PLEASE QUOTE - WILL NOT PAY FREIGHT IF NOT QUOTED****
ALL ORDERS ARE FOB DESTINATION

QUOTATION BY:

SIGNATURE:

13-1-34. DEFINITION: BRAND NAME OR EQUAL SPECIFICATION.

"Brand name or equal specification" means a specification describing one or more items by manufacturer's name or catalogue number to indicate the standard of quality, performance or other pertinent characteristics and providing for the substitution of equivalent item. History Laws 1984 ch. 65 7

ATTENTION: PROSPECTIVE MECHANICS FOR VEHICLE REPAIR

Please provide the City of Las Vegas with a copy of your establishment's "GARAGE LIABILITY INSURANCE".

The garage liability insurance will provide coverage for any damage to city owned vehicles or property while in your possession.

THANK YOU!

THANK YOU!

MARGARET SILVA
 PURCHASING/INVENTORY
 PHONE: (505) 454-1401 EXT. 1107
 FAX: (505) 454-8027
margarets@lasvegasnm.gov



Margaret Silva <margarets@lasvegasnm.gov>

Public Surplus quote

2 messages

clvcopier@ci.las-vegas.nm.us <clvcopier@ci.las-vegas.nm.us>

Wed, Mar 20, 2024 at 3:42 PM

Reply-To: clvcopier@ci.las-vegas.nm.us

To: MARGARETS@lasvegasnm.gov


Please open the scanned attachment

Number of Images: 1

Attachment File Type: PDF

Device Name: VersaLink C7025

Device Location: Purchasing/Inventory

 **Xerox Scan_03202024154230.pdf**
430K

Margaret Silva <margarets@lasvegasnm.gov>

Wed, Mar 20, 2024 at 3:36 PM

To: Bradley Milligan <bradleymilligan@thepublicgroup.com>

Good afternoon Brad, I hope all is well with you. Please find the attached quote. If you have any questions please let me know. Thank you and have a great afternoon.

 Margaret Silva
Purchasing Warehouse Specialist
Phone # (505) 454-1401 Ext. 1107
Fax # (505) 454-8027
Email: margarets@lasvegasnm.gov

[Quoted text hidden]

 **Xerox Scan_03202024154230.pdf**
430K

CITY OF LAS VEGAS
 1700 N. GRAND AVE.
 LAS VEGAS, NM 87701

PHONE#
 505-454-1401

FAX#
 505-454-8027

QUOTE SHEET

FAX BACK BY: **MARCH 26, 2024 @ 5:00PM**

VENDOR: **PUBLIC SURPLUS**

EMAIL: bradleymilligan@the-publicgroup.com

	UNIT	ITEM & DETAILED	PART	UNIT	EXT.	CONTROL
QTY	MEAS	DESCRIPTION	#	PRICE	PRICE	NUMBER
1		ON LINE AUCTION SERVICE - (APRIL - MAY) 2024 PLEASE INCLUDE PREMIUM FEES				FINANCE
		QUOTE MUST BE GOOD THRU MAY 31, 2024				
		FOR FURHTER QUESTIONS OR INFO, PLEASE CALL MARGARET @ 505-454-1401-EXT. 1107				

****IF FREIGHT APPLIES PLEASE QUOTE - WILL NOT PAY FREIGHT IF NOT QUOTED****
ALL ORDERS ARE FOB DESTINATION

QUOTATION BY: Zack J. Corbett

SIGNATURE: 

13-1-34. DEFINITION: BRAND NAME OR EQUAL SPECIFICATION.

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The garage liability insurance will provide coverage for any damage to city owned vehicles or property while in your possession.

THANK YOU!

THANK YOU!

MARGARET SILVA
 PURCHASING/INVENTORY
 PHONE: (505) 454-1401 EXT. 1107
 FAX: (505) 454-8027
margarets@lasvegasnm.gov



Margaret Silva <margarets@lasvegasnm.gov>

Public Surplus quote

bradleymilligan <bradleymilligan@thepublicgroup.com>
To: Margaret Silva <margarets@lasvegasnm.gov>

Tue, Mar 26, 2024 at 2:06 PM

Please see attached. I hope this works for you.

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

MargaHey Charlie,

I did follow-up with my boss. We chatted about your situation and he has agreed to have our marketing team provide your item some special emphasis to ensure that the right buyers are being contacted to hopefully help your item get sold. We both felt the high starting bid price was the culprit as to why we aren't seeing the traction.

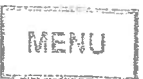
So the biggest recommendations are lowering the minimum bid and making sure the auction is ran for 14-21 days. If you are willing to run the auctions for the 14-21 days we will also offer you a goodwill 1% reduction to the listing fee of the auction in the hopes this will aide in the selling of the item.

If you need any other assistance or if there is anything more we can do to assist in the sale, please let me know. We hope this helps us earn the business for the item.

On 2024-03-26 11:00 AM, Edgett. Charles wrote:

Hi Bradley

Thanks for calling me back yesterday. When we spoke you mentioned the possibility of pursuing one more thing that was out of your authority. If you have something extraordinary to offer, now would be the best time.



The Public Group

Online Auction Services

Public | Group
Public | Surplus



Contract Documentation

Online Auction Services Contract

Competitively solicited and publicly awarded by: City of Tucson, AZContract #161468

Fully piggybackable contract for any agency that can use National IPA. The fee structure is 7% and the buyer pays this fee. You do not receive any sort of fee for using our system and we only collect a fee from the buyer on sold and paid items. There is no minimum fee charged.

Contact Information

Zackay Cornett

Product Manager

Email: zackayc@thepublicgroup.com

Phone: 801-332-7000 x168



The Public Group Contract Documentation

U.S. Communities, National IPA, & NCPA are wholly-owned subsidiaries of OMNIA Partners, dba OMNIA Partners, Public Sector. All public sector participants with National IPA, U.S. Communities, or NCPA continue to have access to all contracts, with certain exceptions, in the portfolio and do not need to re-register. Legacy U.S. Communities, legacy NCPA, or new OMNIA Partners contract. U.S. Communities, National IPA, and NCPA remain separate legal entities. All contracts completed under each brand are effective and available for use through the contract's approved term. In the event we believe re-registration is necessary for Partners will let you know.

Online Auction Services

City of Tucson, AZ

Contract Number: 161468

August 8, 2016 through August 7, 2021

Option to renew for five (5) additional one-year periods or portions thereof for annual maintenance and professional consulting services through 2026

RENEWED THROUGH August 10, 2024 (with 2 renewal options still available)

Executive Summary

- [Executive Summary](#)

Master Agreement Documents

- [Official Signed Contract](#)
- [Contract Renewal 1](#)
- [Contract Amendment 1](#)
- [Contract Addendum 2](#)

Response Evaluation

[Evaluation Documents](#)

Solicitation Process

- [Original RFP Document](#)
- [RFP Addendum 1](#)
- [Proof of Publication](#)
- [RFP Opening Documents](#)



CONTRACT ADDENDUM

CITY OF TUCSON BUSINESS SERVICES DEPARTMENT
255 W. ALAMEDA, 6TH FLOOR, TUCSON, AZ 85701
P.O. BOX 27210, TUCSON, AZ 85726
PHONE: (520) 837-4143 / FAX: (520) 791-4735
NORA.CORRAL@TUCSONAZ.GOV
ISSUE DATE: 6/8/2022

CONTRACT # 161468
CONTRACT ADDENDUM NUMBER: THREE (3)
PAGE 1 of 1
NC
CONTRACT OFFICER: NORA CORRAL

ONLINE AUCTION SERVICES

THIS CONTRACT IS AMENDED AS FOLLOWS:

ITEM ONE (1): In accordance with Contract Special Terms and Conditions, Section 3.1.7, "Term and Renewal", the City hereby exercises its option to renew the contract for the period of August 11, 2023 through August 10, 2024.

END OF ADDENDUM ITEMS

ALL OTHER PROVISIONS OF THE CONTRACT SHALL REMAIN IN THEIR ENTIRETY.

CONTRACTOR: The Public Group

CONTRACTOR HEREBY ACKNOWLEDGES RECEIPT OF
AND UNDERSTANDING OF THE ABOVE ADDENDUM

 6/9/2023
Signature of person authorized to sign Date

Zackary Corbett - Product Manager
Name and Title (typed or printed legibly)

The Public Group
Company Name

3520 North University Avenue
Address

zackaryc@thepublicgroup.com
Email Address

Provo UT 84605
City State Zip

Contact information for Sales/Account
Representative for daily business operations:

Josh Quist - Sales Manager
Name and Title (typed or printed legibly)

801-932-7000 x 626
Phone Number

joshuaquist@thepublicgroup.com
Email Address

CITY OF TUCSON:

THE ABOVE REFERENCED CONTRACT ADDENDUM
IS HEREBY EXECUTED THIS 15th DAY
OF June, 2023, AT TUCSON, ARIZONA.


Director of Business Services and not personally

*Numbers reflect "Dutch" auctions, which are auctions where multiple like items are sold under one Auction Listing, and have multiple winning bidders and multiple payments collected and/or defaulted.

Miscellaneous surplus, lost or unclaimed property and confiscated property make up the majority of the transactions, while vehicles and heavy equipment make up the majority of the dollars. An estimated quantity of 150 vehicles are sold annually via the online auction site.

On November 23, 2010, the City moved the location of its surplus (all non-rolling stock) operation. Now, all unclaimed, confiscated and surplus property as well as rolling stock is located at Price Service Center, 4004 S. Park Avenue, Tucson, AZ 85714, with the exception of items that are occasionally sold "in place" (e.g. water tanks, generators, trailers).

In addition, the Procurement Director may determine that certain surplus items be disposed of through internal reallocation, by competitive bid or quote (when applicable), by donation (if approved in accordance with the Tucson Procurement Code), or in any other manner deemed to be in the City's best interest.

This Request for Proposal is comprised of two separate documents labeled Part A and Part B. Part A, herein, includes the City of Tucson's project summary, the business environment, the instructions to Offerors and the contractual terms and conditions. Part B includes the requirements, scope of services, and specific evaluation criteria that the City will consider in the evaluation of proposals received. **Offerors must respond to all areas in Part B.**

1.1 Issuing Organization

This RFP is issued by the Department of Procurement, City of Tucson, for S.A.M.M.

National Contract

The City, as the Principal Procurement Agency, as defined in Attachment B, has partnered with the National Intergovernmental Purchasing Alliance Company ("National IPA") to make the resultant contract (also known as the "Master Agreement" in materials distributed by National IPA) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through National IPA's cooperative purchasing program. The City is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with National IPA as a Participating Public Agency in National IPA's cooperative purchasing program. Attachment B contains additional information on National IPA and the cooperative purchasing agreement.

National IPA is the public sector arm of Provista, a multi-industry supply chain improvement company providing group organization and business solutions in various markets nationwide. We partner with sister company, Vizient (formally, Novation), to leverage over \$60 billion in annual supply spend to command the best prices on products and services. With corporate, pricing and sales commitments from the Supplier, National IPA provides marketing and administrative support for the Supplier that directly promotes the Supplier's products and services to Participating Public Agencies through multiple channels, each designed to promote specific products and services to Public Agencies on a national basis. Public Agencies benefit from pricing based on aggregate spend and the convenience of a contract that has already been advertised and competed. The Supplier benefits from a contract that allows Participating Public Agencies to directly purchase goods and services without the Supplier's need to respond to additional competitive solicitations. As such, the Supplier must be able to accommodate a nationwide demand for services and to fulfill obligations as a nationwide Supplier and respond to the National IPA documents (Attachment B).

The City anticipates a net revenue of approximately \$5,000,000 over the full potential Master Agreement term for online auction services. While no minimum volume is guaranteed to the Supplier, the estimated sales volume of



Online Auction Services
Executive Summary

Lead Agency: City of Tucson

Solicitation: RFP #161468

RFP Issued: February 10, 2016

Pre-Proposal Date: February 26, 2016

Response Due Date: March 17, 2016

Proposals Received: #6

Awarded to: The Public Group – Contract #161468

The City of Tucson Department of Procurement issued RFP #161468 on February 10, 2016 to establish a national cooperative contract for Online Auction Services.

The solicitation was publicly posted on the City's Website and notices were sent to potential offerors, as well as advertised in the following:

- City of Tucson Website
- Richmond Times-Dispatch, VA
- Hawaii Tribune-Herald, HI
- Daily Journal of Commerce, OR
- The State Media Co. Inc, SC
- The Olympian, WA
- Albany Times Union, NY
- The Salt Lake Tribune, UT
- National IPA website

On March 17, 2016 proposals were received from the following offerors:

- Bar None Auction
- Ehli Auctions
- GovDeals
- Municibid
- Property Room
- The Public Group

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with the Public Group and proceeding with contract award upon successful completion of negotiations.

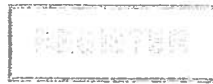
The City of Tucson, AZ, National IPA and the Public Group successfully negotiated a contract and the City of Tucson executed the agreement with a contract effective date of August 8, 2016.

Contract includes:

- A web-driven Online Auction application;
- Dedicated customer support to provide onsite assistance;
- Provides all training, manuals and on-site/online sessions;
- No software to install or maintain, Public Group keeps the auction site up and running 24 hours a day, 7 days a week, 365 days per year;
- Detailed audit record of all activity in reallocating surplus.

Term:

Initial five (5) year agreement from August 8, 2016 through August 7, 2021 with the option to renew for five (5) additional one-year periods or portions thereof for annual maintenance and professional consulting services through 2026.



There's More Purchasing Power in the Partnership

Home ›



National IPA is now OMNIA Partners, Public Sector

The nation's largest and most experienced cooperative purchasing organization for the public sector.

Our immense purchasing power and world-class suppliers have produced an extensive portfolio of cooperative purchasing contracts and partnerships, making OMNIA Partners the most valued and trusted resource for organizations nationwide.

All contracts available through OMNIA Partners are competitively solicited and publicly awarded by a lead agency (government entity/educational institution), using a competitive solicitation process consistent with applicable procurement laws and regulations.

With our even bigger team of experts dedicated specifically to municipal buying, and the nation's most comprehensive portfolio of products and services, OMNIA Partners empowers your complex agency to make budgets work harder than ever.



Margaret Silva <margarets@lasvegasnm.gov>

OMNIA Partners Call Follow Up

Reagan Fite <reagan.fite@omniapartners.com>

Thu, Sep 8, 2022 at 10:20 AM

To: "margarets@lasvegasnm.gov" <margarets@lasvegasnm.gov>

Hello Margaret,

Thank you for your time today! It was a pleasure getting to chat with you. Just to recap, I am your dedicated **OMNIA Partners** Member Development Manager and my role is to assist you in your procurement process in any way that I can. Feel free to think of me as an extension of your procurement team.

As your dedicated advisor, I will periodically reach out to make sure your purchasing needs are being met. The participant ID number for City Of Las Vegas is: **1028738**. This ID will allow you to purchase through supplier contracts in the OMNIA Partners **cooperative portfolio**, which includes over 350 cooperative contracts from brand name suppliers. As I mentioned in our call, the City Of Las Vegas is currently utilizing our contracts with Amazon, AutoZone, Grainger, and many more.

If you ever have any questions or concerns regarding these contracts or any of our other supplier contracts, feel free to reach out to me. Also, don't hesitate to update me on procurement projects that you need assistance with in the future. I'm here to assist with your procurement as best I can.

Once again, thank you for your time today and have a great week!

[Facility Solutions](#) | [Business Products](#) | [Furniture](#) | [Information Technology](#)

... look forward to working together!

Reagan Fite

Member Development Manager
OMNIA Partners, Public Sector
615-686-2480 Office



www.omniapartners.com/publicsector This email may contain privileged and confidential information and is meant only for the use of the specific intended addressee(s). Your receipt is not intended to waive any applicable privilege. If you believe you have received this email in error, please delete it and immediately notify the sender by separate email.



Example: if the item sells for \$100.00 and the City charges a buyer's premium the City will receive \$100.00. The buyer will pay \$107.00 and Public Surplus will receive \$7.00 from the buyer. If the City elects to pay the fee then in the scenario above the buyer would pay \$100.00, the City would receive \$93.00 and Public Surplus would receive \$7.00.

This fee can also be reduced if a volume-pricing discount is applied.

Any agency joining this contract would be on our standard rate of 7% auction selling fee.

3% Payment Collection Fee (Optional through Public Processing) – This additional fee is applied if the City decides to have Public Surplus collect payment from the buyer's. Public Surplus uses Public Processing to collect payments from the buyer and will allow the buyer to pay via credit card or wire transfer. This 3% fee is paid by the buyer on top of the sale price. For example, if an item sells for \$100.00 the City will receive \$100.00 and the buyer will pay \$110.00 which will pay

b. Discuss how fees are collected from a City pay and a Buyer pay perspective.

Response: If the City wants to pay the fee directly then the buyer will simply pay the amount the auction sold for (including sales tax) and then the City will receive an invoice from Public Surplus at the end of each month for what the City owes for the auctions sold that month.

If the City wants the buyer to pay the fee then the buyer will pay the amount of the auction (including sales tax) plus give the City the buyer's premium portion when they are paying for the item. The City will then receive an invoice at the end of the month from Public Surplus and use the money collected from the buyer's to pay the invoice fee.

c. Describe options available for collecting payment from bidders (e.g. agency collect, Contractor collect etc).

Response: This option takes away the risk and work involved for the City of Tucson to collect payment from the buyer. The auction will end and then the buyer will pay Public Processing directly for the auction, sales tax and fees. Buyers can pay via paypal, Credit Card or Wire transfer. Once payment is received and confirmed Public Surplus will notify the City that payment has been processed and the City can release the item to the buyer at that time.

Under our payment collection service, Public Processing, LLC accepts payments directly from buyers and remits net proceeds to the government agency via ACH transfer. Payment remittance to agencies is based on set billing cycles and subject to the terms of the Public Processing, LLC Agreement for Payment Processing.

Standard Billing Cycle (Net 30)

The Standard Billing Cycle is 30 days. This billing cycle starts on the 1st of the month that begins after Public Processing, LLC has received payment. Payment is remitted during the first week of the month following the end of the billing cycle. For example:

Auction closes on August 10th and payment is received on August 15th.

Billing cycle will begin on September 1st and will end on September 30th.



Margaret Silva <margarets@lasvegasnm.gov>

Re: Public Surplus - Sales Tax Remittance Update

1 message

Bradley Milligan <bradleymilligan@thepublicgroup.com>
To: Margaret Silva <margarets@lasvegasnm.gov>

Tue, Aug 3, 2021 at 2:55 PM

Its going to be a breeze we hope but I am here for you if you need anything. Its my pleasure to assist you. Take care.

On 08/03/2021 01:54 PM, Margaret Silva wrote:

Hello Brad, everything is going good so far. I hope you're having an awesome day as well. This sounds much simpler than last time. Well cool, thank you for the information and I hope you have a great rest of your day! Talk to you soon!

Margaret Silva
Purchasing Warehouse Specialist
Phone # (505) 454-1401 Ext. 1107
Fax # (505) 454-8027
Email: margarets@lasvegasnm.gov

On Tue, Aug 3, 2021 at 2:35 PM Bradley Milligan <bradleymilligan@thepublicgroup.com> wrote:

Hey Margaret,

Hope all is well with you today. I did get confirmation from our payment processor that all sales taxes that are collected are being sent to the state as of 7/1/21 moving forward. So when we pay you out it will just be the sold amount/high bid totals. If you need any other help or support, please let me know. Have a great day.

Bradley Milligan
Agency Support Representative
The Public Group - Public Surplus
PH: 801-932-7000 x 494
FX: 801-932-7001
bradleymilligan@thepublicgroup.com
www.publicsurplus.com

The City of Las Vegas values responsiveness and commits to respond to all email and phone calls within 24 hours

This communication is the property of The City of Las Vegas and may contain confidential or privileged information. Unauthorized use of this communication is strictly prohibited and may be unlawful. If you have received this communication in error, please immediately notify the sender by reply e-mail and destroy all copies of the communication and any attachments.

--
Thanks,

Bradley Milligan
Agency Support Representative
The Public Group - Public Surplus
PH: 801-932-7000 x 494
FX: 801-932-7001

Standard Disclaimer for The City of Las Vegas, NM

All sales are FINAL. (see terms and conditions for details) Pick up and Viewing of Auction items by appointment only.

PayMac receives and processes ALL payments and will notify buyer of receipt of payment via email. NO CASH, CHECKS, OR MONEY ORDERS WILL BE ACCEPTED! Payment for an awarded item must be received within five (5) business days after notice of award of the winning bid.

The credit card limit per transaction is \$4,000.00. For payments larger than this amount, follow the instructions listed under Wire Transfers.

City of Las Vegas, NM will charge state/local sales tax of 8.3958%, except for the purchase of on-road vehicles that will be registered and operated by the Buyer within the State of California. See Terms and Conditions for details on sales tax and smog-related responsibility.

A Buyers Premium of 10% will be added to the final sale price with a \$1 minimum charge per auction for payment collections.

The successful bidder will be responsible for removal or pick-up of item(s) from the agency's premises and is responsible for packing, loading, shipping and/or transporting of items if necessary, and no later than 10 days after "notice of award".

Bid deposits may be required to ensure fairness to all buyers.

BIDDERS ARE ENCOURAGED TO READ AGENCY'S TERMS AND CONDITIONS THOROUGHLY!

ONLINE SALES - TERMS AND CONDITIONS

Guarantee Waiver. All property is offered for sale "as-is, where-is." *City of Las Vegas, NM* makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale. The Buyer is not entitled to any payment for loss of profit or any other money damages - special, direct, indirect, or consequential.

No Description Warranty. *City of Las Vegas, NM* is not responsible for any omissions or errors in description of items being offered for sale. It shall be the bidder's responsibility to inspect and satisfy him or herself as to the details and conditions of the item offered before entering a bid. The Agency does not attest to the authenticity of any item.

Indemnification. Buyers agree to indemnify and hold harmless *City of Las Vegas, NM* for any and all damages, claims or liability of any nature or kind in the sale of, or the buyer's use of, the property. The buyer, its predecessors, successors and assigns hereby release, relinquish and discharge the Department, its former, present and future agents, employees, officers, officials and legal representatives (collectively known as "the Department") from any liability arising out of the sale and/or concurrent negligence of the Department for any injury, including death or damage to persons or property, where such damage is sustained in connection with, or arising out of, the sale of Department owned property.

Inspection. Most items offered for sale are used and may contain defects not immediately detectable. Bidders may inspect the property prior to bidding. Bidders must adhere to the inspection dates and times indicated in the item description or contact the person listed to schedule an inspection.

Consideration of Bid. *City of Las Vegas, NM* reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

Notice of Award. Successful bidders will receive a Notice of Award by email from PublicSurplus.com

Payment. PayMac, a third-party payment processing company, receives all payments for *City of Las Vegas, NM*. Payment for an awarded item must be received within five (5) business days after the Notice of Award of the successful bid.

Payment may only be made online by credit card, or by wire transfer. **NO CASH, CHECKS, OR MONEY ORDERS WILL BE ACCEPTED.** If you choose to pay with a credit card, please follow the instructions below. The credit card limit per transaction is \$4,000.00. For payments larger than this amount, follow the instructions listed under Wire Transfers.

Payment by Credit Card

Login to the Public Surplus site. Click on "My Stuff" and then click on "Past Bids". Click on the description of the auction and then click on "Pay Online" link located on the right hand side of the screen. Follow the steps to complete the transaction. A receipt will be emailed to you once the payment has cleared.

Partial Payment

There will be **NO** partial payments allowed for an auction. All auctions must be paid in full according to the specified payment process. For example, you **WILL NOT** be able to pay partially for an auction by Credit Card and pay the remainder by another payment method, such as a wire transfer.

Wire Transfers:

For payments over \$4,000.00, a Wire Transfer is required. If you need to do a wire transfer, please email support at buyersupport@publicsurplus.com asking for wire instructions or request the instructions via live chat. These instructions will be emailed to you. Please follow them exactly to allow for prompt payment.

Pick-Up Procedures

1. You will be notified upon receipt of payment. You may then contact the responsible party listed for the auction item and arrange for a mutually convenient pick-up time. You must bring to the pick-up location (1) the "Notice of Award," (2) the "Paid Receipt" and (3) personal identification (such as a Driver's License). **You must present all three identification items at the scheduled pick-up, or the auction item(s) will not be released to you.**

2. If you are picking up an item for someone else, you will need to bring the Notice of Award and the Paid Receipt (photo copies are acceptable), plus a note from the designated "winning bidder" specifically naming you as authorized representative, along with your own personal identification. In addition, you must arrange for the winning bidder to send an e-mail from the winning bidder's e-mail address used for the auction stating that you are authorized to pick-up the item.

Bid Deposits. *City of Las Vegas, NM* may require bid deposits in order to ensure fairness to all bidders. The deposit will be reversed if no default occurs or the bidder does not win the auction. The deposit will be retained if the winning bidder defaults.

Buyers Premium: A Buyers Premium will be added to the final sale price with a \$1 minimum charge per auction to collect payment. If added, the premium will be visible during the bidding process and will be included in the payment required.

State/Local Sales and/or Use Tax. *City of Las Vegas, NM* may collect sales tax, unless the Buyer has provided a valid tax-exempt certificate to *City of Las Vegas, NM* prior to payment. If applicable, the sales tax will be visible during the bidding process and will be included in the payment specified.

Removal. Buyer must remove auction item(s) from the agency's premises **within ten (10) business days** after the time and date of issuance of the Notice of Award. If the Buyer, after making payment for an item, fails to remove the item within the specified time, the agency reserves the right (1) to retain all payments; and (2) to dispose of the item through another auction or otherwise. Successful bidders are responsible for packing, loading, removing and transporting of all property awarded to them from the place where the property is located as indicated on the website and in the Notice of Award. The Buyer must make all arrangements and perform all work necessary, including packing, loading and transportation of the property. Under no circumstances will *City of Las Vegas, NM* assume responsibility for packing, loading or transporting.

Vehicle Titles. *City of Las Vegas, NM* will issue a title or certificate upon receipt of payment. Titles may be subject to any restrictions as indicated in the item description on the website. Open titles cannot be issued. *City of Las Vegas, NM* will not issue replacement titles.

Default. Default shall include (1) failure to observe these terms and conditions; (2) failure to make good and timely payment; or (3) failure to remove all items within the specified time. Default may result in termination

of the bid contract and suspension from participation in all future sales until the default has been cured. If the Buyer fails in the performance of their obligations, *City of Las Vegas, NM* may exercise such rights and may pursue such remedies as are provided by law.

Acceptance of Terms and Conditions. By submitting a bid, the bidder agrees that the bidder has read, fully understood and accepted these Terms and Conditions of Online Sales, and agrees to pay for and remove the property, if the bid is accepted, by the dates and times specified.



CITY OF LAS VEGAS
 1700 North Grand Avenue
 Las Vegas, New Mexico 87701
 Phone: (505) 454-1401 Fax: (505) 454-8027

PURCHASE ORDER

PO Number: 241531

Date: 03/25/2024

Request #: 401989

Vendor #: 00027

ISSUED TO: ALBUQUERQUE JOURNAL
 PO BOX 561281
 DENVER, CO 80256-1281

SHIP TO: City of Las Vegas
 Attn:Purchasing Department
 1700 N. Grand Avenue
 Las Vegas, NM 87701

Vendor Fax #: (505) 823-3368

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	0	APRIL 2024 AUCTION EXEMPT V	0.00		101-4600-700-7317	100.00

DEPARTMENT ORDER

Approved By: _____

Date: _____

3/26/2024

SUBTOTAL:	100.00
TAX:	0.00
SHIPPING:	0.00
TOTAL	100.00

- Original invoice plus one copy must be sent to: City of Las Vegas, 1700 North Grand Avenue, Las Vegas, NM 87701.
- Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
- C.O.D. shipment will not be accepted.
- Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
- All goods are to be shipped F.O.B. Destination unless otherwise stated.
- All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
- All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
- Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
- Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
- The City is exempt from all federal excise and state tax - ID# 85-6000149

Finance Dept. (505) 454-1401 FAX (505) 454-8027

CITY OF LAS VEGAS REQUISITION FOR PURCHASE

401989

PURCHASE ORDER NO.: _____

REQUIREMENTS

CHECK APPROPRIATE BOX

DATE: 3/25/2024

PURCHASES UNDER RESOLUTION #14-18 STATE PROCUREMENT CODE:

- \$0 TO \$19,999.99 Best Obtainable Price; Requires 3 telephoned, written, faxed or e-mailed quotes;
- \$20,000.00 TO \$59,999.99 Requires 3 written and signed quotes; (Goods or services)
- \$60,000.00 AND OVER Formal Process (Requires RFQ, RFP, RFB, etc.)

BID NO.: _____ - _____ AWARDED: ____/____/____; CONTRACT NO.: _____ EXPIRES: ____/____/____
(RECORD BID NUMBER, AWARDED DATE, AND CONTRACT NUMBER ABOVE)

SPD CONTRACT; SPD NO.: _____ EXPIRES: ____/____/____

EXEMPT PURCHASE; Provide Section No.: V

GSA CONTRACT; GSA NO.: _____ - _____ EXPIRES: ____/____/____

PROFESSIONAL SERVICES; _____

SOLE SOURCE: REQUIRES DETERMINATION AND MUST BE POSTED ON CLV WEBSITE FOR 30 DAYS PRIOR TO PROCURING GOODS AND/OR SERVICES.

OTHER CITY CONTRACT: NO: _____ EXPIRES: ____/____/____

EMERGENCY; _____ SECTIONS 13-1-127 STATE PRODUCTION CODE

STATEMENT OF NEED: (Must Complete)

Need for April Auction (2024)

* IN COMPLIANCE WITH THE PROCUREMENT CODE # 14-18 THE FOLLOWING QUOTES WERE OBTAINED*

DATE	NAME OF VENDOR	PHONE NUMBER	PERSON CONTACTED	PRICE QUOTED

(If needed, attach additional quote documentation to this requisition)

LINE	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	SUB TOTAL
			<i>April 2024 Auction</i>		<i>100.00</i>

VENDOR: Allb. Journal TOTAL: \$ 100.00

ADDRESS: _____

NM CRS NO.: _____

FEDERAL TAX NO.: _____

I CERTIFY THAT THIS PURCHASE IS NECESSARY AND THAT THE REQUESTED ITEMS WILL BE PURCHASED AT THE LOWEST BID OR BEST OBTAINABLE PRICE.

BUDGET \$ 300.00
 EXPENDED TO DATE \$ 419.96
 CURRENT EXPENSE \$ 100.00
 BALANCE \$ -219.96

[Signature]
 SIGNATURE OF PERSON REQUESTING
101-4600-700-7317

APPROVED BY: D. Chang 3/26/24 FUND _____ DEPARTMENT _____ ACTIVITY _____
 BUDGET AVAILABLE YES: _____ NO: _____

T. works of art for museums or for display in public buildings or places;

U. contracts entered into by a local public body with a person, firm, organization, corporation or association or a state educational institution named in Article 12, Section 11 of the constitution of New Mexico for the operation and maintenance of a hospital pursuant to Chapter 3, Article 44 NMSA 1978, lease or operation of a county hospital pursuant to the Hospital Funding Act [Chapter 4, Article 48B NMSA 1978] or operation and maintenance of a hospital pursuant to the Special Hospital District Act [Chapter 4, Article 48A NMSA 1978];

V. purchases of advertising in all media, including radio, television, print and electronic;

W. purchases of promotional goods intended for resale by the tourism department;

X. procurement of printing services for materials produced and intended for resale by the cultural affairs department;

Y. procurement by or through the public education department from the federal department of education relating to parent training and information centers designed to increase parent participation, projects and initiatives designed to improve outcomes for students with disabilities and other projects and initiatives relating to the administration of improvement strategy programs pursuant to the federal Individuals with Disabilities Education Act; provided that the exemption applies only to procurement of services not to exceed two hundred thousand dollars (\$200,000);

Z. procurement of services from community rehabilitation programs or qualified individuals pursuant to the State Use Act [13-1C-1 through 13-1C-7 NMSA 1978];

AA. purchases of products or services for eligible persons with disabilities pursuant to the federal Rehabilitation Act of 1973;

BB. procurement, by either the department of health or Grant county or both, of tangible personal property, services or construction that are exempt from the Procurement Code pursuant to Section 9-7-6.5 NMSA 1978;

CC. contracts for investment advisory services, investment management services or other investment-related services entered into by the educational retirement board, the state investment officer or the retirement board created pursuant to the Public Employees Retirement Act [Chapter 10, Article 11 NMSA 1978];

DD. the purchase for resale by the state fair commission of feed and other items necessary for the upkeep of livestock;

EE. contracts entered into by the crime victims reparation commission to distribute federal grants to assist victims of crime, including grants from the federal Victims of Crime Act of 1984 and the federal Violence Against Women Act;

FF. procurement by or through the children, youth and families department of pre-kindergarten services purchased pursuant to the Pre-Kindergarten Act [32A-23-1 through 32A-23-9 NMSA 1978]; and

GG. procurements exempt from the Procurement Code as otherwise provided by law.

History: Laws 1984, ch. 65, § 71; 1987, ch. 6, § 1; 1987, ch. 348, § 2; 1990, ch. 73, § 1; 1991, ch. 78, § 1; 1991, ch. 118, § 1; 1994, ch. 143, § 2; 1999, ch. 258, § 2; 2001, ch. 291, § 8; 2001, ch. 292, § 3; 2001, ch. 305, § 28; 2001, ch. 312, § 13; 2004, ch. 62, § 1; 2005, ch. 23, § 2; 2005, ch. 317, § 2; 2005, ch. 318, § 1; 2005, ch. 334, § 8; 2007, ch. 55, § 1; 2007, ch. 345, § 1; 2008, ch. 4, § 2; 2008, ch. 70, § 2; 2009, ch. 231, § 1; 2013, ch. 40, § 1; 2013, ch. 70, § 6; 2013, ch. 71, § 1.

13-1-98.1. Hospital and health care exemption.

The provisions of the Procurement Code [Sections 13-1-28 through 13-1-199 NMSA 1978] shall not apply to procurement of items of tangible personal property or services by a state agency or a local public body through:

Yesterday, House Bill 430 Library Materials Procurement Exemption was signed into law by the governor! This bill exempts "purchases of print, digital or electronic format library materials by public, school and state libraries for access by the public" from the state procurement code. This will allow libraries to purchase the materials their communities and students need, in the formats they want, in the most cost effective and timely manner.



CITY OF LAS VEGAS
 1700 North Grand Avenue
 Las Vegas, New Mexico 87701
 Phone: (505) 454-1401 Fax: (505) 454-8027

PURCHASE ORDER

PO Number: 241530

Date: 03/25/2024

Request #: 401988

Vendor #: 08052

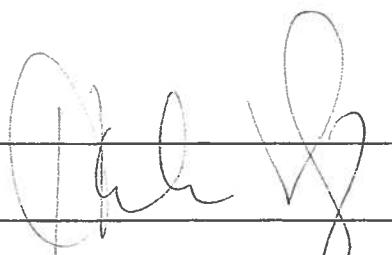
ISSUED TO: LANDMARK COMMUNITY NEWSPAPERS OF NEW MEXIC
 70 S VAL VISTA DR. SUITE A3-494
 GILBERT, AZ 85296-

SHIP TO: City of Las Vegas
 Attn:Purchasing Department
 1700 N. Grand Avenue
 Las Vegas, NM 87701

Vendor Fax #:

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	0	APRIL 2024 AUCTION EXEMPT V	0.00		101-4600-700-7317	100.00

DEPARTMENT ORDER

Approved By: 

Date: 3/26/2024

SUBTOTAL:	100.00
TAX:	0.00
SHIPPING:	0.00
TOTAL	100.00

- Original invoice plus one copy must be sent to: City of Las Vegas, 1700 North Grand Avenue, Las Vegas, NM 87701.
- Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
- C.O.D. shipment will not be accepted.
- Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
- All goods are to be shipped F.O.B. Destination unless otherwise stated.
- All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
- All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
- Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
- Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
- The City is exempt from all federal excise and state tax - ID# 85-6000149

T. works of art for museums or for display in public buildings or places;

U. contracts entered into by a local public body with a person, firm, organization, corporation or association or a state educational institution named in Article 12, Section 11 of the constitution of New Mexico for the operation and maintenance of a hospital pursuant to Chapter 3, Article 44 NMSA 1978, lease or operation of a county hospital pursuant to the Hospital Funding Act [Chapter 4, Article 48B NMSA 1978] or operation and maintenance of a hospital pursuant to the Special Hospital District Act [Chapter 4, Article 48A NMSA 1978];

V. purchases of advertising in all media, including radio, television, print and electronic;

W. purchases of promotional goods intended for resale by the tourism department;

X. procurement of printing services for materials produced and intended for resale by the cultural affairs department;

Y. procurement by or through the public education department from the federal department of education relating to parent training and information centers designed to increase parent participation, projects and initiatives designed to improve outcomes for students with disabilities and other projects and initiatives relating to the administration of improvement strategy programs pursuant to the federal Individuals with Disabilities Education Act; provided that the exemption applies only to procurement of services not to exceed two hundred thousand dollars (\$200,000);

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AA. purchases of products or services for eligible persons with disabilities pursuant to the federal Rehabilitation Act of 1973;

BB. procurement, by either the department of health or Grant county or both, of tangible personal property, services or construction that are exempt from the Procurement Code pursuant to Section 9-7-6.5 NMSA 1978;

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DD. the purchase for resale by the state fair commission of feed and other items necessary for the upkeep of livestock;

EE. contracts entered into by the crime victims reparation commission to distribute federal grants to assist victims of crime, including grants from the federal Victims of Crime Act of 1984 and the federal Violence Against Women Act;

FF. procurement by or through the children, youth and families department of pre-kindergarten services purchased pursuant to the Pre-Kindergarten Act [32A-23-1 through 32A-23-9 NMSA 1978]; and

GG. procurements exempt from the Procurement Code as otherwise provided by law.

History: Laws 1984, ch. 65, § 71; 1987, ch. 6, § 1; 1987, ch. 348, § 2; 1990, ch. 73, § 1; 1991, ch. 78, § 1; 1991, ch. 118, § 1; 1994, ch. 143, § 2; 1999, ch. 258, § 2; 2001, ch. 291, § 8; 2001, ch. 292, § 3; 2001, ch. 305, § 28; 2001, ch. 312, § 13; 2004, ch. 62, § 1; 2005, ch. 23, § 2; 2005, ch. 317, § 2; 2005, ch. 318, § 1; 2005, ch. 334, § 8; 2007, ch. 55, § 1; 2007, ch. 345, § 1; 2008, ch. 4, § 2; 2008, ch. 70, § 2; 2009, ch. 231, § 1; 2013, ch. 40, § 1; 2013, ch. 70, § 6; 2013, ch. 71, § 1.

13-1-98.1. Hospital and health care exemption.

The provisions of the Procurement Code [Sections 13-1-28 through 13-1-199 NMSA 1978] shall not apply to procurement of items of tangible personal property or services by a state agency or a local public body through:

Yesterday, House Bill 430 Library Materials Procurement Exemption was signed into law by the governor! This bill exempts "purchases of print, digital or electronic format library materials by public, school and state libraries for access by the public" from the state procurement code. This will allow libraries to purchase the materials their communities and students need, in the formats they want, in the most cost effective and timely manner.

CITY OF LAS VEGAS, NEW MEXICO
Resolution No. 24-11

A RESOLUTION TO APPROVE
THE SALE OF OBSOLETE CITY ASSETS AT AN ONLINE AUCTION.

WHEREAS, the City of Las Vegas (“City”) owns and possesses certain inventoried obsolete and surplus assets; and

WHEREAS, the City desires to hold an online auction to receive competitive bids for the obsolete and surplus assets; and

WHEREAS, the City desires to hold said online auction in the Spring of 2024; and

WHEREAS, the City will benefit from the sale and disposal of the obsolete and surplus assets.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Las Vegas, that the recitals and any exhibits are incorporated herein by reference and the Governing Body hereby approves the sale of the inventoried and surplus assets.

ACCEPTED AND APPROVED this day ____ of April 2024.

Mayor David Romero

ATTEST:

Casandra Fresquez, City Clerk



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: March 29, 2024

Department: Finance

Item/Topic: Approval of Resolution No. 24-11 request to sell of obsolete city assets at an online auction. Obsolete excess property, equipment, scrap metal and other items deemed unusable.

Fiscal Impact: Any and all funds received from the sale of these inventoried obsolete and surplus assets will go into the specific fund in which the item was deleted.

Attachments: Resolution No. 24-11 and the auction listing in pdf format.

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.

Approved For Submittal By:

Reviewed By:

Department Director

Finance Director

City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Referred To: _____

Continued To: _____

Denied _____
Other _____

Login to the Public Surplus site. Click on "My Stuff" and then click on "Past Bids". Click on the description of the auction and then click on "Pay Online" link located on the right hand side of the screen. Follow the steps to complete the transaction. A receipt will be emailed to you once the payment has cleared.

Partial Payment

There will be **NO** partial payments allowed for an auction. All auctions must be paid in full according to the specified payment process. For example, you **WILL NOT** be able to pay partially for an auction by Credit Card and pay the remainder by another payment method, such as a wire transfer.

Wire Transfers:

For payments over \$4,000.00, a Wire Transfer is required. If you need to do a wire transfer, please email support at buyersupport@publicsurplus.com asking for wire instructions or request the instructions via live chat. These instructions will be emailed to you. Please follow them exactly to allow for prompt payment.

Pick-Up Procedures

1. You will be notified upon receipt of payment. You may then contact the responsible party listed for the auction item and arrange for a mutually convenient pick-up time. You must bring to the pick-up location (1) the "Notice of Award," (2) the "Paid Receipt" and (3) personal identification (such as a Driver's License). **You must present all three identification items at the scheduled pick-up, or the auction item(s) will not be released to you.**

2. If you are picking up an item for someone else, you will need to bring the Notice of Award and the Paid Receipt (photo copies are acceptable), plus a note from the designated "winning bidder" specifically naming you as authorized representative, along with your own personal identification. In addition, you must arrange for the winning bidder to send an e-mail from the winning bidder's e-mail address used for the auction stating that you are authorized to pick-up the item.

Bid Deposits. *City of Las Vegas, NM* may require bid deposits in order to ensure fairness to all bidders. The deposit will be reversed if no default occurs or the bidder does not win the auction. The deposit will be retained if the winning bidder defaults.

Buyers Premium: A Buyers Premium will be added to the final sale price with a \$1 minimum charge per auction to collect payment. If added, the premium will be visible during the bidding process and will be included in the payment required.

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 001 Exhibit Case 1

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Wooden exhibit case, with glass on exterior on top and sides. Bottom half is made from wood, with wheels. Used originally in a store, later transferred to Museum to be used for artifact displays. Dimensions 63.75 inches x 24 inches x 95 inches. Top of case is loose, wheels do not roll smoothly, mostly useful for scrap material.

Features: Dark gray painted wood and glass, items in case not included. Indistinguishable from Museum 002 Exhibit Case 2.

Digital Picture # (no limit on qty): Museum Photo 001

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1

Stalera



Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 002 Exhibit Case 2

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Wooden exhibit case, with glass on exterior on top and sides. Bottom half is made from wood, with wheels. Used originally in a store, later transferred to Museum to be used for artifact displays. Dimensions 63.75 inches x 24 inches x 95 inches. Top of case is loose, wheels do not roll smoothly, mostly useful for scrap material.

Features: Dark gray painted wood and glass, items in case not included. Indistinguishable from Museum 002 Exhibit Case 1.

Digital Picture # (no limit on qty): Museum Photo 002

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 003 Wood Cabinet 1

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Wood cabinet of unknown age. Used for storing cleaning supplies, maintenance supplies, exhibit supplies. Dimensions 61.5 inches x 21.375 inches x 72.875 inches, 3 shelves. Multiple scratches. Disassembly may be required for removing it.

Features: Brown wood, furniture dolly underneath not included.

Digital Picture # (no limit on qty): Museum Photo 003

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Fashion

An outfit can tell a wordless story. The identity to the wearer. This outfit represents a Victorian-era Las Vegas. A quiet look at a wealthy, something expected of a grandchild at that time were expected to expose a little the cotton rebuffs of the average citizens and clothing, from the Henriques and Manzaneros patterns.

Adult men, like the lawyer and notary Arthur Costa while outdoors. A vest was a common sight still being respectable while indoors.

Off to the side are Machinist's Mate and Private S. Omar Barker of the 502nd Army crackerjack uniform was a hokkive on their lower sleeves, unique to World War I working cowboy from Clayton, New Mexico arm movement and warm.

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 004 Wood Cabinet 2

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Wood cabinet of unknown age with glass drop-down doors. Used for cleaning supplies, exhibit supplies. Dimensions 59.5 inches x 26 inches x 50.5 inches. Cabinet held together by gravity and not by nails, so care must be taken when transporting it. This is not an artifact.

Features: Brown wood, contents inside and on top not included.

Digital Picture # (no limit on qty): Museum Photo 004A, Museum Photo 004B

Condition: Excellent Good Fair Poor Unknown

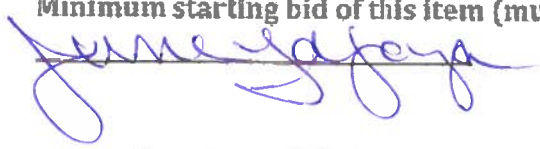
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 005 Step Ladder 1

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Metal step ladder, two steps, rated to 225 pounds. Paint stains on surfaces.

Features: White metal and black plastic steps.

Digital Picture # (no limit on qty): Museum Photo 005

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1

James Gajjar



Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 006 Step Ladder 2

Year: Unknown

Make/Brand: Cosco

Model: Unknown

Quantity: 1

Description: Metal step ladder, three steps and top shelf, rated to 225 pounds. Paint stains on surfaces, top shelf wobbly.

Features: Gray metal and black plastic steps.

Digital Picture # (no limit on qty): Museum Photo 006

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 007 Wood Desk 1

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Wood desk of unknown age. Used by various staff over the years. Has plastic

bin mounted on one side. Bottom left corner of surface indented. Dimensions 45.75 inches
x 27.75 inches x 30.25 inches. Scratches and wear on surfaces.

Features: Brown wood, contents inside and on top not included.

Digital Picture # (no limit on qty): Museum Photo 007

Condition: Excellent Good Fair Poor Unknown

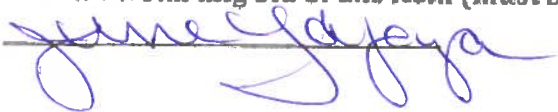
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 008 Wood Desk 2

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Wood desk of unknown age. Used by various staff over the years. Has cabinet on top with missing doors, keyboard surface, drawer, side cabinet door. Dimensions 62 inches x 47 inches x 23 inches. Scratches and wear on surfaces.

Features: Black laminate wood, contents inside and on top not included.

Digital Picture # (no limit on qty): Museum Photo 008

Condition: Excellent Good Fair Poor Unknown

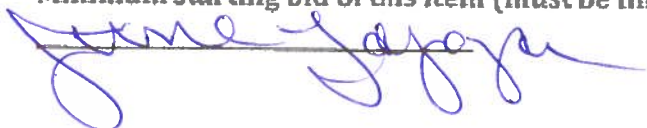
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Archives

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1



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Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 010 Printer 01

Year: Unknown

Make/Brand: HP

Model: LaserJet P1102w

Quantity: 1

Description: HP LaserJet P1102w printer, single ink color. Acquired by Museum in 2009. Last used in 2023, still functioned the last time it was plugged in and turned on. Ink cartridge fairly fresh.

Features: Black plastic printer with power cord

Digital Picture # (no limit on qty): Museum Photo 010

Condition: Excellent Good Fair Poor Unknown

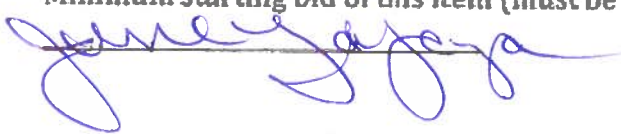
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Archives

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





HP LaserJet P1102w

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 011 Computer 1

Year: Unknown

Make/Brand: Gateway

Model: ZX-6800

Quantity: 1

Description: Gateway ZX-6800 Touchscreen computer. Acquired by the Museum in 2010.
Last used in 2023, still functioned the last time it was plugged in and turned on.

Features: Black plastic computer with power cord

Digital Picture # (no limit on qty): Museum Photo 011

Condition: Excellent Good Fair Poor Unknown

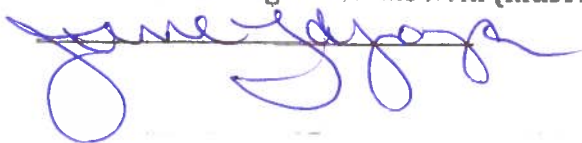
Inventory # (item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Archives

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 012 Plexiglas Shield 1

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Plexiglas shield with wood base. Acquired by Museum during Pandemic.

Dimensions 50 inches x 16 inches x 28.5 inches. Some scratches.

Features: Clear Plexiglas with unpainted wood.

Digital Picture # (no limit on qty): Museum Photo 012

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1



PLEASE



DO NOT TOUCH
ARTIFACTS

**Do I still need to
wear a mask if
I'm fully vaccinated?**

Yes! You should still take steps to protect yourself and others by wearing a mask, staying at least 6 feet apart from others and avoiding crowds and poorly ventilated spaces.

Whenever you are:

- in public
- Gathering with unvaccinated people from more than one household
- Visiting with an unvaccinated person who is at increased risk of severe illness or death from COVID-19 or who lives with a person at increased risk



NMDC

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 013 Small Lot of LED Light Bulbs

Year: Unknown

Make/Brand: Philips

Model: Unknown

Quantity: 1

Description: Lot of 3 Philips 8.5W 2700K 800 Lumen LED bulbs, removed from offices.
All used, still functional when removed from fixtures in 2023.

Features: Light Bulbs in one unrelated cardboard box.

Digital Picture # (no limit on qty): Museum Photo 013

Condition: Excellent Good Fair Poor Unknown

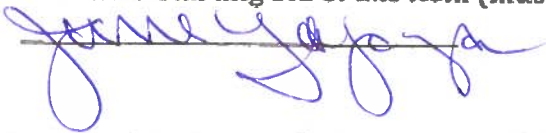
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





2700K

PHILIPS

800 Lumens
8.5W 2700K 125mA
120V 60Hz
Made in China S 25MP
Fabrique en Chine
9290011350 A



UL LISTED
LED Lamp 2700K

CAUTION
DO NOT USE WITH DIMMERS
NOT FOR USE IN TOTALLY ENCLOSED LOCATIONS
SUITABLE FOR DAMP LOCATIONS
ATTENTION
NE PAS UTILISER AVEC DES DIMMERS
NE CONVIENT PAS A DES ENDROITS ENTIEREMENT FERMES
CONVIENT AUX EMPLACEMENTS HUMIDES

CAUTION
DO NOT USE WITH DIMMERS
NOT FOR USE IN TOTALLY ENCLOSED LOCATIONS
SUITABLE FOR DAMP LOCATIONS
ATTENTION
NE PAS UTILISER AVEC DES DIMMERS
NE CONVIENT PAS A DES ENDROITS ENTIEREMENT FERMES
CONVIENT AUX EMPLACEMENTS HUMIDES

4-PACK

NEW WAVE OF LIGHT

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 014 Small Lot of Reference Books

Year: Various

Make/Brand: Various

Model: Various

Quantity: 1

Description: Lot of 5 reference books related to Museum operations: 2004 Official Museum Directory; Museum Registration Methods 5th Edition, PastPerfect Museum Software Guide 4.0; Webster's New Collegiate Dictionary; New Roget's Thesaurus. All used, some bends on corners, some staining and yellowing of older books.

Features: Four paperback and one hard cover book.

Digital Picture # (no limit on qty): Museum Photo 014

Condition: Excellent Good **Fair** Poor Unknown

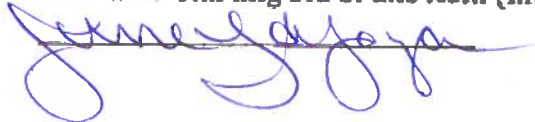
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1



NEW ROGET'S THESAURUS

4.0

PastPerfect Museum Software

Webster's
New
Collegiate
Dictionary

Webster's



Merriam

MRMS

MUSEUM REGISTRATION METHODS
5TH EDITION

Buck AND
GILMORE
EDITORS
THE AAM PRESS

2004

THE
OFFICIAL
MUSEUM
DIRECTORY

34th
EDITION

VOLUME 1

Institutions

New Listings

Index to
Institutions

Index to
Personnel



NRP
National Register of Professional Historic Sites

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 015 Small Lot of Plexiglas and Glass

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Lot of four Plexiglas and two glass items: one broken exhibit case cover, dimensions 29.375 inches x 29.375 inches x 30 inches; long sheet with hinge on long edges, dimensions 96.125 inches x 17.875 inches; long sheet with hinges on long edge, dimensions 96.125 inches x 31.0125 inches; rectangular sheet 35.625 inches x 19.875 inches; two rectangular sheets 29.875 inches x 19.875 inches. Case cover has broken corner, other sheets have dust and dirt and scratches.

Features: Four Plexiglas and two glass items, other items not included

Digital Picture # (no limit on qty): Museum Photo 015A, Museum Photo 015B, Museum Photo 015C, Museum Photo 015D

Condition: Excellent Good Fair Poor Unknown

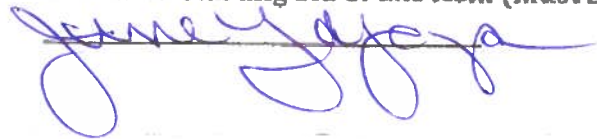
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 016 Large Lot of Picture Frames

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Lot of 13 picture frames of various quality and designs. Smallest 18.5 inches x 14 inches, largest 45 inches x 35 inches. Scratches, wear, missing glass, dirty. Originally used for photographs, archival materials, paintings, but completely disassociated from any original items. These are not artifacts.

Features: 13 empty picture frames, other items not included

Digital Picture # (no limit on qty): Museum Photo 016A, Museum Photo 016B, Museum Photo 016C

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 017 Small Lot of Plywood Platforms

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Lot of 10 plywood platforms. Smallest 6 inches x 6 inches x 4 inches, largest 48 inches x 24.5 inches x 12 inches; most are small. Originally used for exhibits. Some scratches, wear, staining.

Features: Ten painted plywood platforms, other items not included

Digital Picture # (no limit on qty): Museum Photo 017A, Museum Photo 017B, Museum Photo 017C

Condition: Excellent Good Fair Poor Unknown

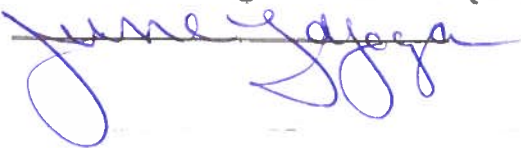
Inventory # (Item code): none

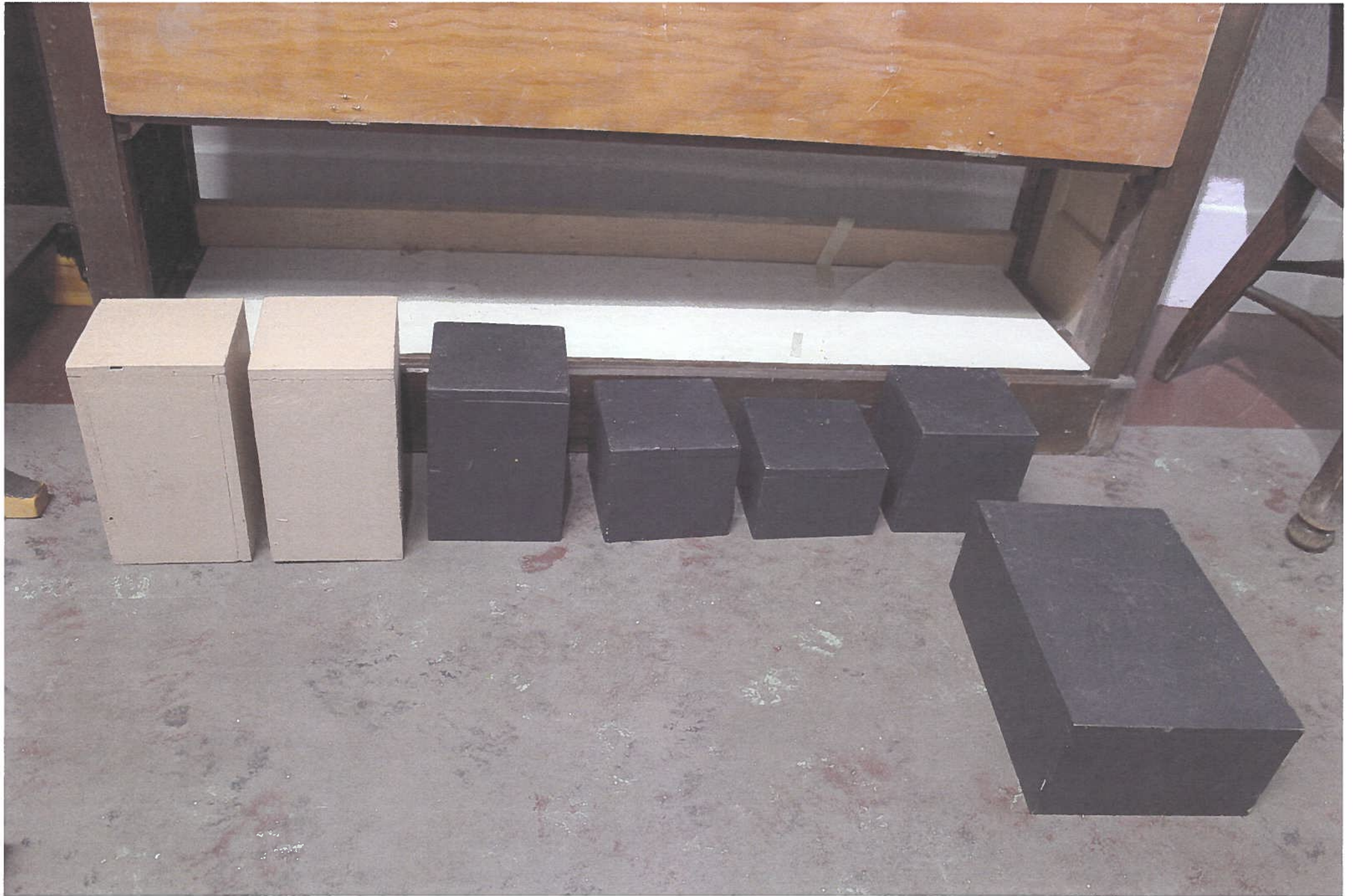
Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 018 Exhibit Case 3

Year: Unknown

Make/Brand: Unknown

Model: Unknown

Quantity: 1

Description: Wood exhibit case without glass or acrylic coverings, tall and narrow.

Dimensions 18 inches x 25.375 inches x 74.75 inches. Staining, scratches, dirty.

Features: Black painted wood exhibit case

Digital Picture # (no limit on qty): Museum Photo 018

Condition: Excellent Good Fair Poor Unknown

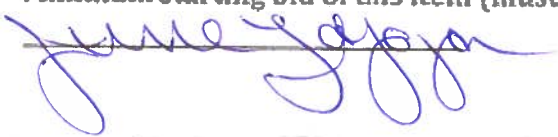
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 019 Lot of Computer Speakers

Year: Unknown

Make/Brand: Various

Model: Various

Quantity: 1

Description: Lot of computer speakers from multiple brands. Unknown if they still work. Speakers have been stored away in years.

Features: Cardboard box filled with computer speakers

Digital Picture # (no limit on qty): Museum Photo 019

Condition: Excellent Good Fair Poor Unknown

Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services - Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 020 Lot of Wireless Routers

Year: Unknown

Make/Brand: Various

Model: Various

Quantity: 1

Description: Lot of various standalone and USB wireless routers. Unknown if they still work.
Routers have been stored away in years.

Features: Cardboard box filled with wireless routers

Digital Picture # (no limit on qty): Museum Photo 020

Condition: Excellent Good Fair Poor Unknown

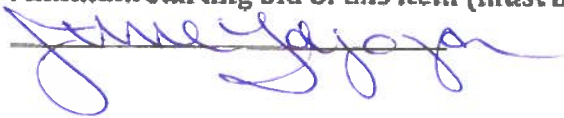
Inventory # (Item code): none

Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





NETGEAR
Connect with Innovation

**RangeMax™ Dual Band
Wireless-N
USB Adapter**

WNDA3100

Push 'N' Connect



For Windows® 7
updates visit
www.netgear.com/win7

- Better speed and range with less interference compared to other Wireless-N adapters
- Push 'N' Connect can securely connect devices at the push of a button
- Wirelessly surf, email, stream HD video, play online games, make Internet phone calls
- Compatible with NETGEAR and other Wireless-G and Wireless-N devices

DUAL BAND
N300
2.4 GHz
5 GHz

NETGEAR
WDA3100-100NAS
TA
100-3587-01R1P
SIN
20A105ENUBGDS W
MADE IN CHINA

NETGEAR

NETGEAR N600 Wireless Dual Band
USB Adapter

Connect with Innovation
Connects to
NET's Home Networks. En-
joy all that
Check for updated models at
www.netgear.com



High Performance



Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Museum 021 Lot of Exhibit Speakers

Year: Unknown

Make/Brand: Various

Model: Various

Quantity: 1

Description: Lot of exhibit speaker devices: two telephone hand pieces and one ShelfSpot playing device. Speakers have been stored away in years.

Features: Two cardboard boxes filled with exhibit speakers

Digital Picture # (no limit on qty): Museum Photo 021

Condition: Excellent Good Fair Poor Unknown

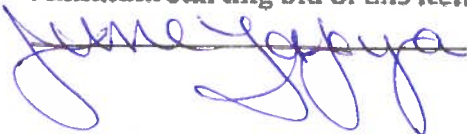
Inventory # (Item code): none

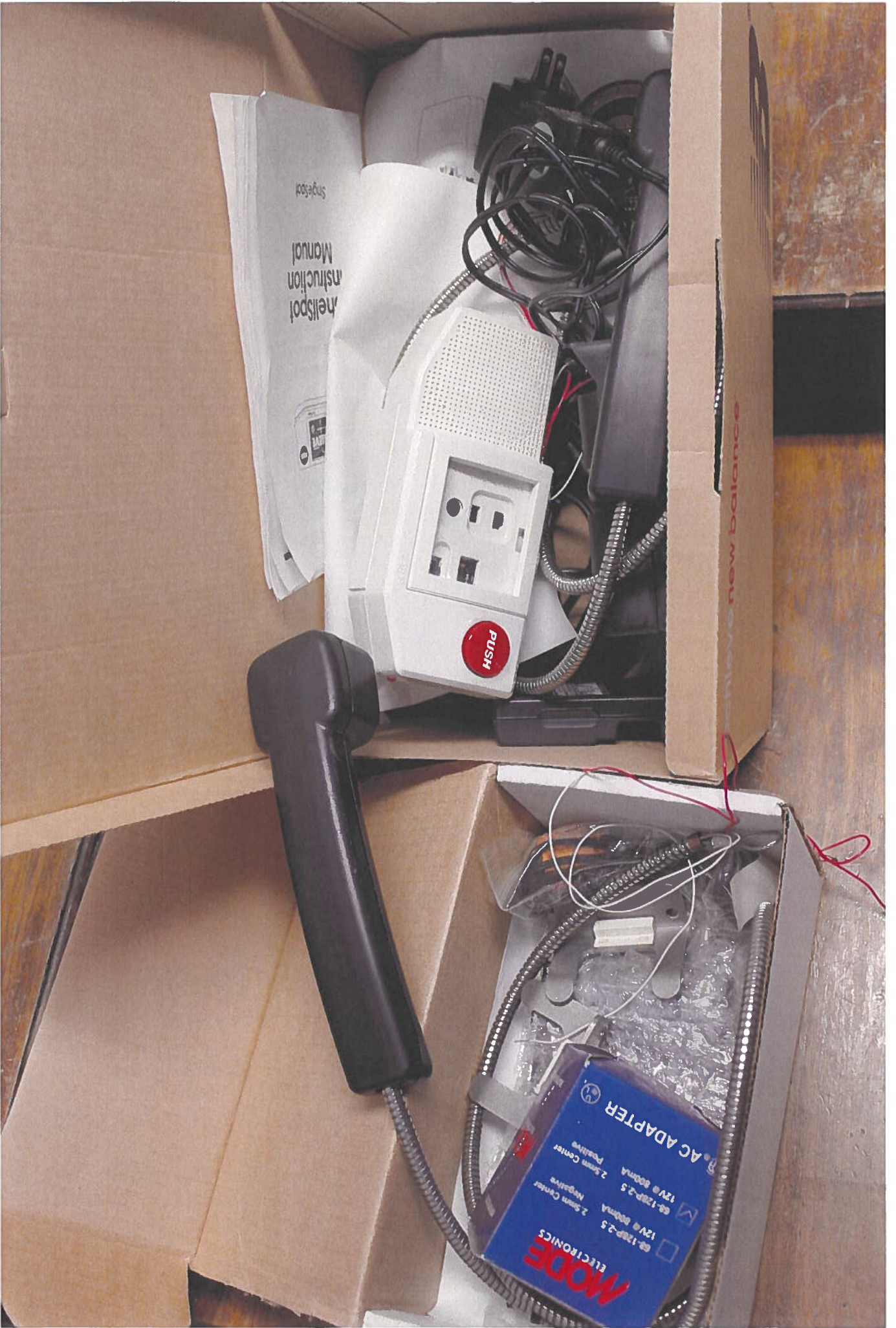
Storage Address (pickup location): 727 Grand Avenue, Las Vegas, NM 87701

Stored in Middle Gallery

Department: Community Services – Museum

Minimum starting bid of this item (must be filled in by manager or director): \$1





Singtel
Instruction Manual

PUSH

new balance

MODE ELECTRONICS
AC ADAPTER
120V @ 600mA 2.5mm Center Negative
 08-128P-2.5
12V @ 600mA 2.5mm Center Positive
 08-128P-2.5
12V @ 600mA 2.5mm Center Positive
 08-128P-2.5

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: 250 gallon propane tank

Year: _____

Make/Brand: 1972

Model: Texel Steel Incorporated

Quantity: _____

Description: 250 gallon propane tank in fair condition, unknown if has any leaks
on fittings, tank is empty

Features: Serial # 02877

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand
Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$200.00



3-18-24

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: 250 gallon propane tank

Year: _____

Make/Brand: 1972

Model: Texel Steel Incorporated

Quantity: _____

Description: 250 gallon propane tank in fair condition, unknown if has any leaks
on fittings, tank is empty

Features: Serial # 02877

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand

Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$200.00



3-18-24





UNITED STATES STEEL CORPORATION

LUBBOCK, TEXAS



SERIAL NO. C 2 377 MAX. ALL. W.P. 250 P.S.I.

NATNL. BD. NO. [REDACTED] MAX. ALL. TEMP. 650°F



WATER CAP. 250 GAL. D.R. 2:1 YEAR 1972

SHELL THK. 250 HEAD THK. 13

OUTSIDE DIAMETER 30" OVERALL LENGTH 88"

WARNING: Do NOT USE FUEL, HAVING VAPOR PRESSURE IN EXCESS OF 200 PSI AT 100°F. SAFETY VALVE SET AT 200 PSI

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Compressed Air Jack

Year: _____

Make/Brand: Gray

Model: Portamatic - air lift

Quantity: _____

Description: Shop air jack, unkown if needs any seals

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good **Fair** Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand

Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$50.00



3-18-24



Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: 1000 gallon propane tank

Year: _____

Make/Brand: 1949

Model: Bueller Tank

Quantity: _____

Description: 1000 gallon propane tank in fair condition, does have a leak
on fittings, tank is empty

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good **Fair** Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand
Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$300.00



3-18-24



DUEHLER TANK & WELDING WORK

LOS ANGELES, CALIF.

BUSS
SERIAL NO.

19 12

IL 59 W.P. 200

1000

3/8

1/4
A285-C

A212-B

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: 500 gallon propane tank

Year: 1969

Make/Brand: Lubrock

Model: _____

Quantity: _____

Description: _____

Features: Unkown if tank is leaking, tank is empty

Digital Picture # (no limit on qty): _____

Condition: Excellent Good **Fair** Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand

Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): _____

\$15000



3-18-24



69

260

366

500

4165

40.5

104

13492

49

1302



FISHF
TYPE
ORIF
SPEC
INTER
MA

1. 1/2" NPT
2. 1/2" NPT
3. 1/2" NPT

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Large deck mower

Year: _____

Make/Brand: Hydro- 15' large deck mower

Model: _____

Quantity: _____

Description: Does have hydraulic leaks

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair **Poor** Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand

Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$100.00



3-18-24





IDRO 15





**STAY
BACK**
AT LEAST
30 FEET

Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Compressor bundle

Year: _____

Make/Brand: Ingersoll-Rand

Model: 11BP

Quantity: _____

Description: _____

2 compressors one 30 gallon tank, electric compressor

motor not working, unknown on the other compressor if

working.

Features: Serial # 30T 465906

10HP-- 203V

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair **Poor** Unknown

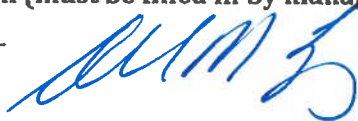
Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand

Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$50.00



3-18-24



Ingersoll-Rand®

NEW YORK, N.Y.

MADE IN U.S.A.

TYPE 30

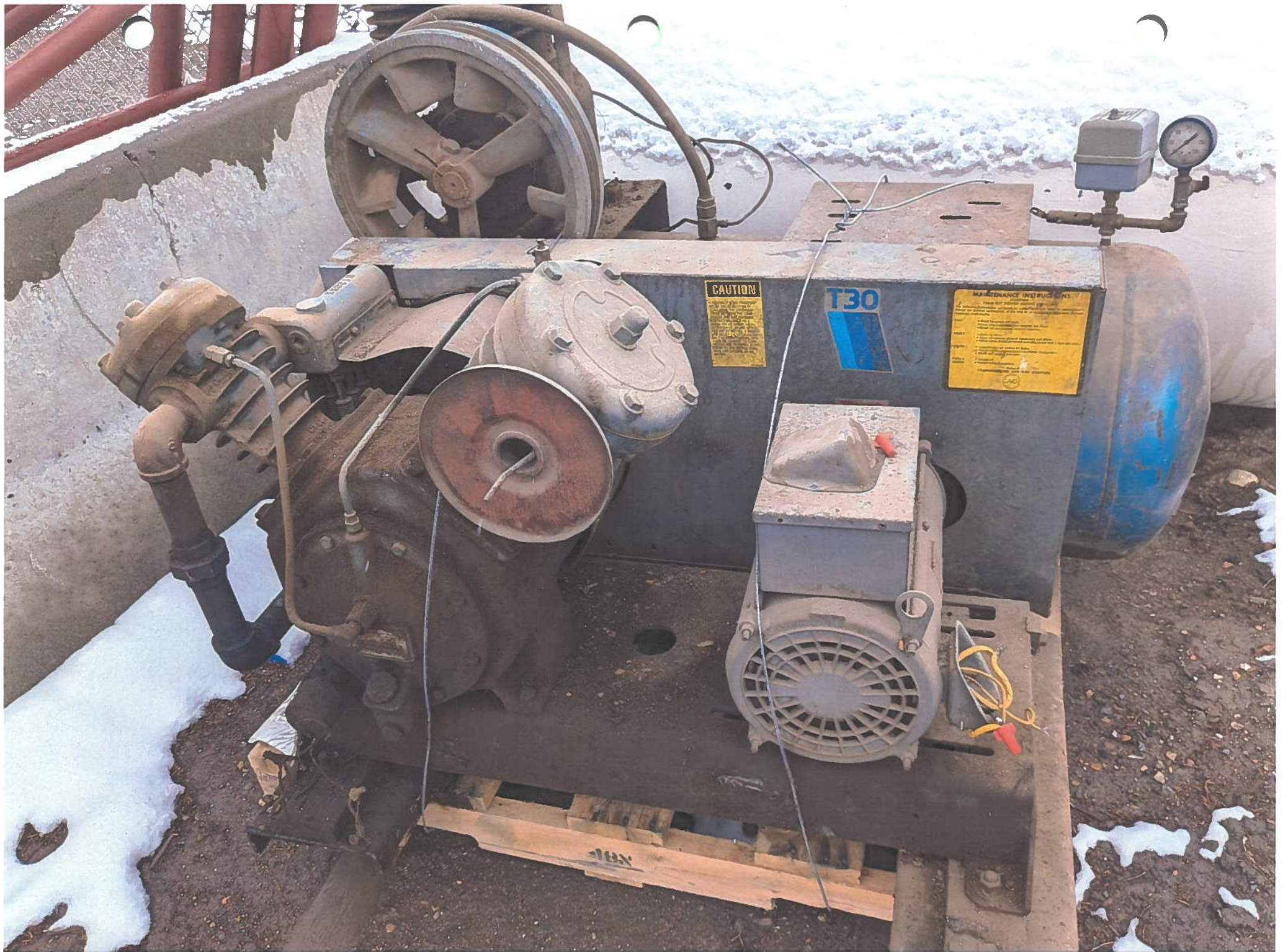
MODEL
NO.

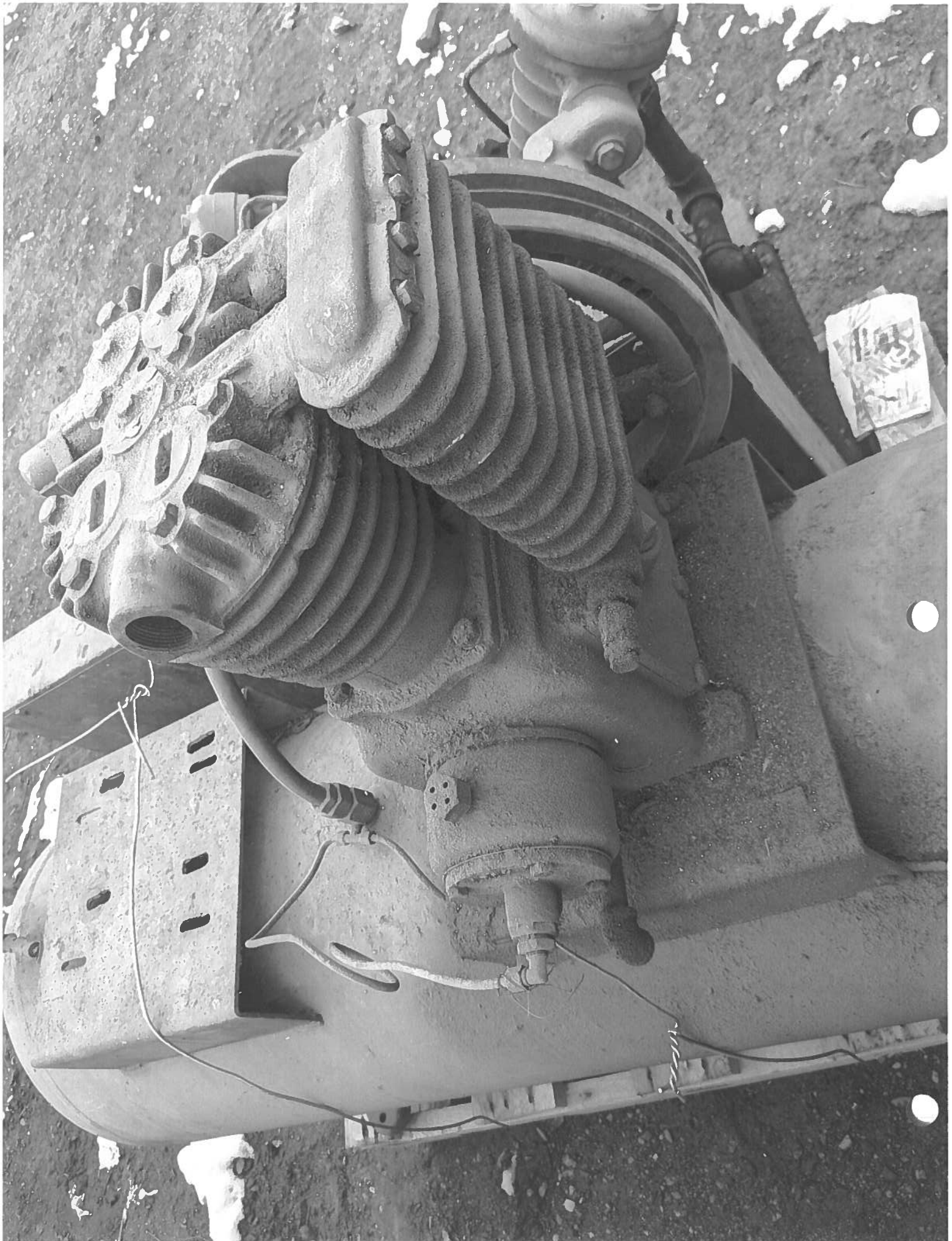
11BP

SERIAL
NO.

30T 465906

7A16X1





Please fill in the information below for each of your inventory items.

Vehicle Checklist

City of Las Vegas

Overall Title: Fuel Truck

Year: 1991

Make/Manufacture: International

Model: 4700- 4x2

Mileage/Hours: 2034

VIN #: 1HTSCNKL1NH417885

Running Condition: Runs Well **Runs** Doesn't Run Unknown

Engine Make, Size, & Gas Type: C170F

Transmission Type/Condition: Automatic

Brakes/Condition: Good

Hydraulics/Condition: Fair

Body Style/Condition: Good

Tires/Condition: Good

General Description: The vehicle was parked running (1 year) , PTO pump may need work due to have been parked.

Does vehicle or equipment have keys: yes Digital Picture # (no limit on qty) _____

Inventory #: _____

Storage Address (pickup location) 910 Airport Rd, Las Vegas, NM 87701

I certify that all items have been verified and this vehicle is ready for pictures and auction.

Print Employee Name: Aracelis Lopez

Employee Signature: [Signature]

Department: Public Works/ Airport

Title: _____

Date: 3-18-24

Minimum starting bid of this item (must be filled in by manager or director): \$1000.00





MILWAUKEE NO SMOKING

FLAMMABLE NO SMOKING

MILWAUKEE

1000000



AVIATION GASOLINE
100-LL

NO SMOKING

1203

DO NOT PUSH OR PULL

G 74037
COUNTY OF
NEW HAVEN CT

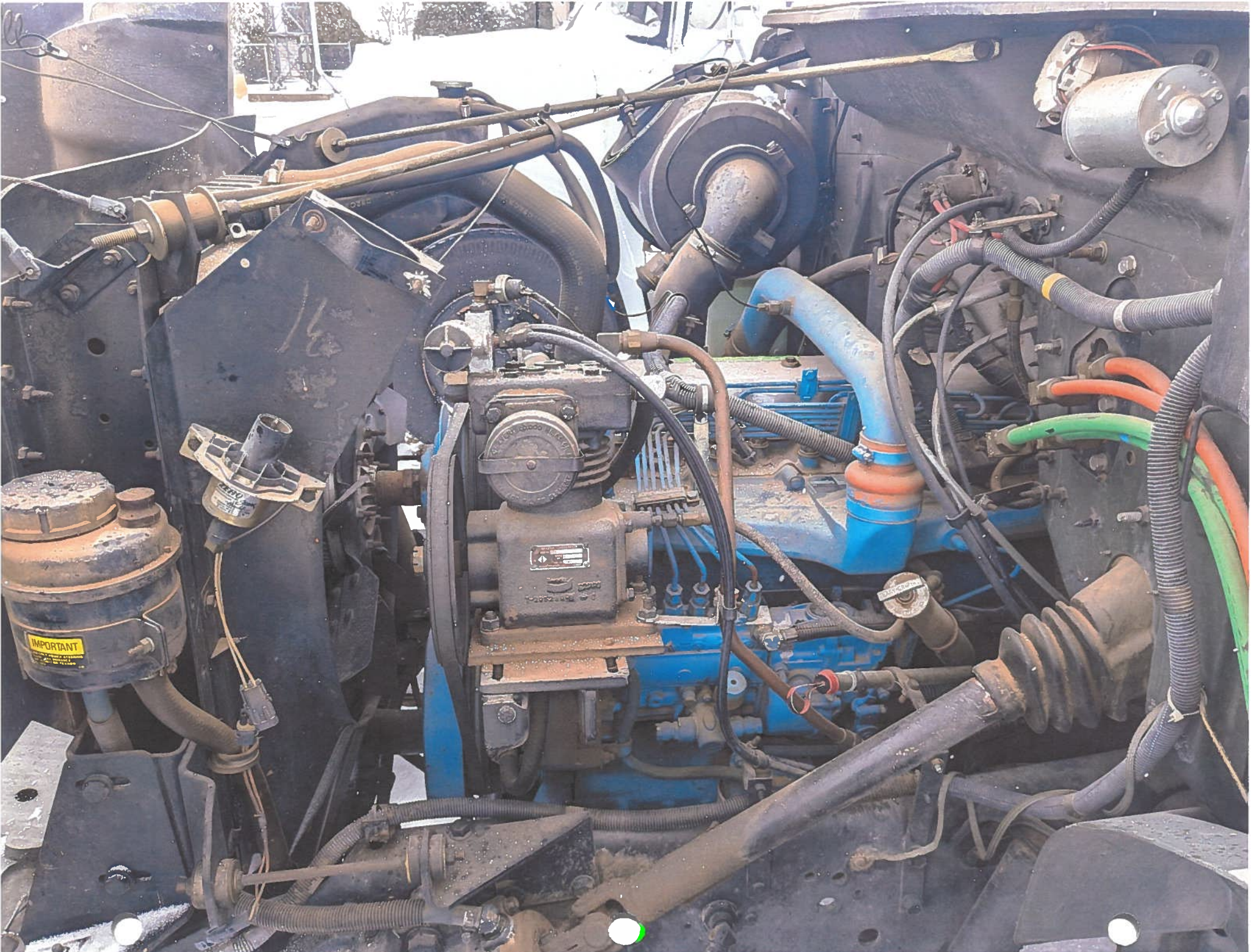
PHILLIPS
66

Philjet A
55MB

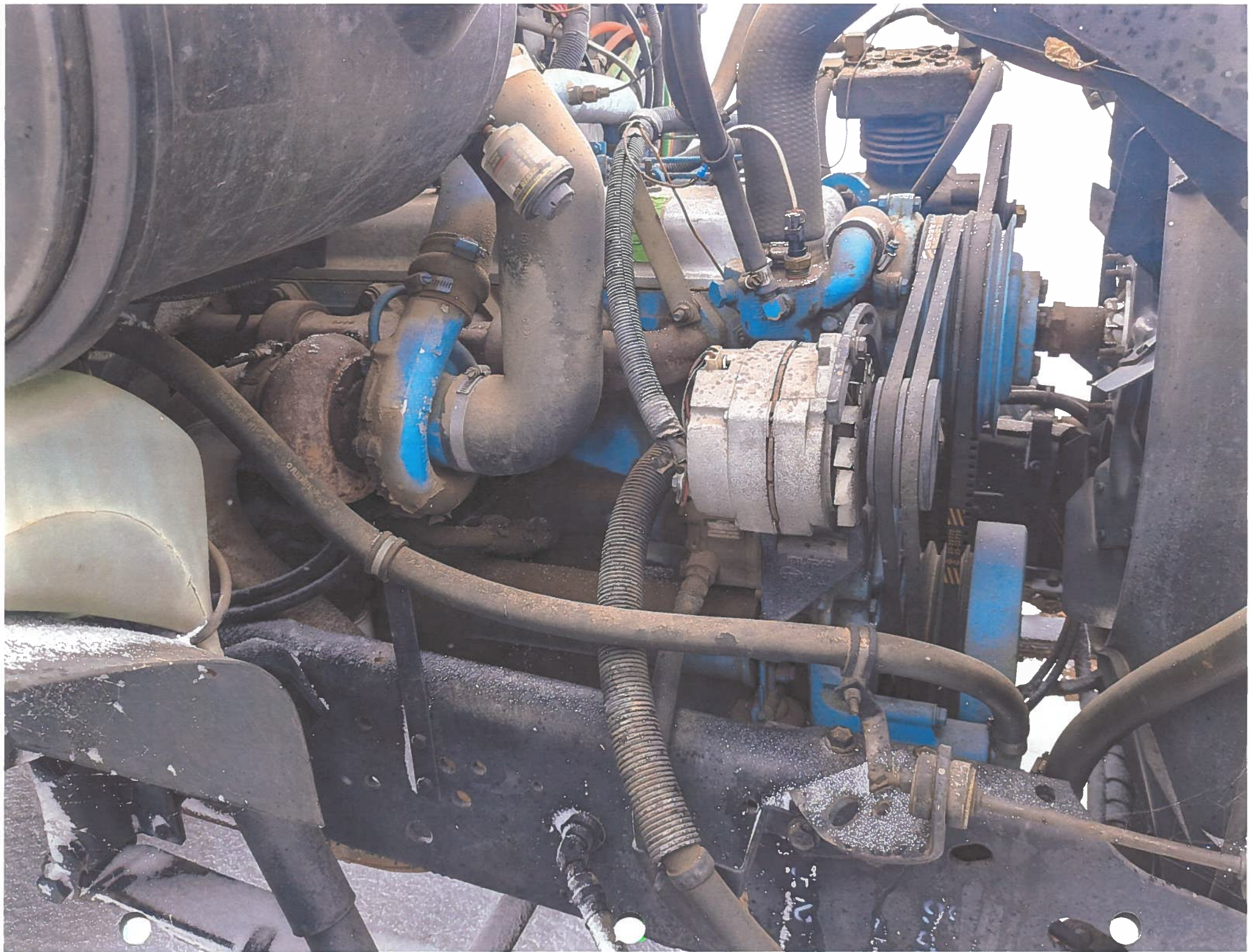
FLAMMABLE

1863

DO







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Electric Arc Welder

Year: _____

Make/Brand: Lincoln

Model: 250-250 serial# 423114 --- code # 7925

Quantity: _____

Description: Single phase 70-35 amps-60 hertz

Welder is in working condition will need leads

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand

Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$100.00



3-18-24



WARNING

WARNING
PEOPLE BACK 300 FEET

BC 100

CAUTION

REVERSE POLARITY
DC
DC
AC

IDEALARC
250
LINCOLN
ELECTRIC



CAUTION
POWERED BY HIGH VOLTAGE
DO NOT TOUCH THE WELDER OR CABLES
WHILE IT IS PLUGGED INTO THE WALL
OUTLET. ALWAYS USE THE WELDER
ON A DRY SURFACE. ALWAYS WEAR
YOUR SAFETY GOGGLES AND GLOVES.
SEE THE USER MANUAL FOR
ADDITIONAL SAFETY INFORMATION.

**ELECTRIC
POLARITY**
DC
DC
AC

**IDEALARC
250**
**LINCOLN
ARC WELDER**
ELECTRICAL
SPECIFICATIONS
INPUT VOLTAGE: 120V
INPUT CURRENT: 15A
OUTPUT CURRENT: 250A
OUTPUT VOLTAGE: 20V
WEIGHT: 15 LBS
DIMENSIONS: 12" x 12" x 12"

WORK

ELECTRODE

INPUT

220-460

VOLTS

7.9-38

AMPS

AT 200 AMP 30 VOLT LOAD

60

HERTZ SINGLE PHASE

OUTPUT
MAXIMUM WELDING
CURRENT, 250 AMPS
AT 30 ARC VOLTS
115°C. RISE
MAX. O.C.V. 72 VOLTS

AMPS	MAX WELDING TIME IN EACH 10 MINUTES	DUTY CYCLE
140	10	100%
200	5	50%
250	3	30%

MODEL NO.

250-250

CODE NO.

7925

SERIAL NO.

AC-423114

IDEALARC[®]
250

LINCOLN[®]
ARC WELDER

MADE IN U.S.A.

CLEVELAND, OHIO

THE LINCOLN ELECTRIC COMPANY

AC

30

50

100

150

200

250

300

AC

DC

30

50

100

150

200

250

DC

Please fill in the information below for each of your inventory items.

Vehicle Checklist

City of Las Vegas

Overall Title: New Holland Tractor

Year: _____

Make/Manufacture: New Holland

Model: TS110

Mileage/Hours: 1953

VIN #: 209824B4

Running Condition: Runs Well Run Doesn't Run Unknown

Engine Make, Size, & Gas Type: Diesel

Transmission Type/Condition: Manuel-- can only shift until 4th gear

Brakes/Condition: Good

Hydraulics/Condition: Good

Body Style/Condition: Fair

Tires/Condition: Good-- Front tires need air

General Description: Tractor runs but can not shift passed 4th gear- needs transmission work and a side window is missing.

Does vehicle or equipment have keys: yes Digital Picture # (no limit on qty) _____

Inventory #: _____

Storage Address (pickup location) 1700 North Grand Las Vegas, NM 87701

I certify that all items have been verified and this vehicle is ready for pictures and auction.

Print Employee Name: Arnold Lopez

Employee Signature: [Signature]

Department: Public Works

Title: _____

Date: 3-18-24

Minimum starting bid of this item (must be filled in by manager or director): \$1000.00









Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Wood Chipper

Year: _____

Make/Brand: Wisconsin Engines

Model: Model 90

Quantity: _____

Description: Was wood chipper was working when parked around 2 months

Engine model # VG4D2-- Serial # 98120362

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1700 North Grand

Las Vegas, NM 87701

Department: Public Works

Minimum starting bid of this item (must be filled in by manager or director): \$500.00



3-18-24





RANDY MODEL 100

STAY BACK
50
FEET



DANGER!

DO NOT USE A "HOME-MADE" PIN OR IMPROPERLY INSTALLED CHIPPER HOOD PIN! SOMEONE GET INJURED! PEOPLE HAVE DIED FROM THIS!

BEFORE OPERATING THE CHIPPER ASSEMBLY, ALWAYS CHECK AND CONNECT HOOD PIN, CHAIN, EJECT PLUG AND WIRE CABLE. MAKE SURE EJECTOR PLUG IS COMPLETELY INSTALLED INTO ELECTRICAL SOCKET, AND THE HOOD PIN IS PROPERLY IN PLACE AND PADLOCKED BEFORE ATTEMPTING TO START THIS CHIPPER.

NEVER OPERATE THE CHIPPER WITH ANYONE IN THE OPERATOR'S CAB OR NEARBY.

NEVER OPERATE THE CHIPPER WITH ANYONE IN THE OPERATOR'S CAB OR NEARBY.

NEVER OPERATE THE CHIPPER WITH ANYONE IN THE OPERATOR'S CAB OR NEARBY.

MODEL 90

DANGER!

WARNING!

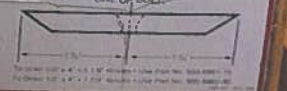
THE FOLLOWING MAINTENANCE CHIPPER DAMAGE WHICH CAN PREVENT CHIPPER DAMAGE BY PROPER MAINTENANCE

- DO NOT ALLOW FOREIGN OBJECTS SUCH AS STEEL, STONE, CABLE, ETC. TO ENTER THE MACHINE.
- REPLACE KNIFE BOLTS WHEN WORN. REPLACE KNIFE-SELF LOCKING NUTS AFTER RE-TIGHTENING THREE TIMES ALWAYS USE ALL NUTS TAPERED SIDE OUT.
- KNIFE BOLT MUST BE 70-80 LB. A LOOSE CONDITION WILL ALLOW THE KNIFE TO PULL AWAY FROM THE CHIPPER AND CAUSE DAMAGE TO THE CHIPPER AND OPERATOR.
- USUALLY INSERT FAN BLADES WEEKLY FOR WEAR AND INTEGRITY.
- CHECK AND RE-TIGHTEN THE AXLE BOLTS WEEKLY. TIGHTEN 3/8" BOLTS TO 75-80 FT LBS. TIGHTEN 5/8" BOLTS TO 110-120 FT LBS. TIGHTEN 3/4" BOLTS TO 140-160 FT LBS.
- CHECK CHIPPER BEARING LOCK COLLAR SET SCREWS ON DRIVE SIDE OF CHIPPER MONTHLY.
- CHECK FRONT BEARING RE-TAINER BOLT MONTHLY.
- CHECK AND REPLACE KNIVES ACCORDING TO THE OPERATOR'S AND SERVICE MANUAL.
- ALL KNIFE BOLTS AND NUTS MUST BE OF PREMIUM QUALITY AND MEET ALL SAE STANDARDS FOR GRADE 8 HARDNESS OR EQUAL.

WARNING!

THIS CHIPPER DISC IS EQUIPPED WITH HEAVY-DUTY 1/2" THICK CHIPPER KNIVES. - MUST KEEP KNIVES SHARP -

CHIPPING WITH DULL KNIVES WILL OVERSTRESS KNIFE BOLTS, AND THEY WILL BREAK CAUSING MAJOR DAMAGE. NEVER ALLOW THESE KNIVES TO WEAR BEYOND THE ABSOLUTE MINIMUM OF 1/8" FROM THE CENTRAL LINE OF BOLT.



HYDRAULIC TROUBLESHOOTING & KNIFE MAINTENANCE

The first indication of a hydraulic problem is when the feedwheels of the machine do not do a proper job of pulling wood into the chipper. If this happens, PLEASE FOLLOW THE STEPS BELOW:

- Always check the tension of the upper drive belt. It should be tight, but will slip under load. When the chipper is not operating, please refer to the OPERATOR'S MANUAL.
- Check the production factor. The reservoir must be 7/8 full of MOTOR OIL with 50, 3A, or SE designation for operating temperatures range between 0 to 100 degrees F. (Refer to Operators Manual.)
- Check and re-set relief valve. Re-setting and periodic check is a normal maintenance function the owner is required to do. (Refer to Operators Manual.)
- Replace lock-gate Flow Guide Cartridge. This is affected with all chippers except Model 90. A normal maintenance function the owner is responsible for. (Refer to Operators Manual.)
- Make sure the Control Handle is operating the full distance in both directions.

PLEASE FOLLOW THE ABOVE MAINTENANCE STEPS BEFORE YOU CALL YOUR DEALER TO ADVISE THAT YOU HAVE A PROBLEM. AFTER YOU HAVE INFORMED THE REQUIRED STEPS AND THE SYSTEM STILL FUNCTIONS IMPROPERLY, MAKE SURE YOU CALL YOUR DEALER OR BANGT INDUSTRIES, INC. 817-661-9272

008-207-REV. 1/87

NOTICE REMOVE THIS GUARD ONCE A MONTH!

- Retighten the chipper bearing bolts
- Retighten the chipper bearing lock-set screws
- Retighten both belt sheave bushings on both sheaves
- Check hydraulic pump and chipper belt tension



WISCONSIN

MADE IN THE U.S.A.

ENGINES

MODEL

YG4D2

SPEC. NO.

466016

SERIAL NO.

98120362

WIS-CON TOTAL POWER CORP. MEMPHIS, TENNESSEE

Please fill in the information below for each of your inventory items.

Vehicle Checklist

City of Las Vegas

Overall Title: Steel Wheel Roller

Year: _____

Make/Manufacture: Volvo

Model: DD24

Mileage/Hours: N/A

VIN #: ID # VCE00D24T0S275843

Running Condition: Runs Well **Runs** Doesn't Run Unknown

Engine Make, Size, & Gas Type: Diesel

Transmission Type/Condition: Automatic -- forward/reverse

Brakes/Condition: Good

Hydraulics/Condition: Good

Body Style/Condition: Fair

Tires/Condition: N/A

General Description: The roller is in working condition, the key is broken half way in the key slot but it can be started, spray bars need work and needs a beacon light.

Does vehicle or equipment have keys: _____ Digital Picture # (no limit on qty) _____

Inventory #: _____

Storage Address (pickup location) 1700 North Grand, Las Vegas, NM 87701

I certify that all items have been verified and this vehicle is ready for pictures and auction.

Print Employee Name: ARNOLD Lopez

Employee Signature: [Signature]

Department: Public Works

Title: _____

Date: 3-18-24

Minimum starting bid of this item (must be filled in by manager or director): \$1000.00





SPEED BUMP

NOTICE

VOLVO





VOLVO



Golden
Equipment Company
Finding Innovative Solutions
Albuquerque (505) 345-7801
Farmington (505) 226-1403
Durango (970) 247-8330

VOLVO

ROLL-RAND
T30

Please fill in the information below for each of your inventory items.

Vehicle Checklist

City of Las Vegas

Overall Title: 2000 Ford Crown Victoria

Year: 2000

Make/Manufacturer: FORD

Model: Crown Victoria

Mileage/Hours: 124,707

VIN #: 2FAFP73W6YX214928

Running Condition: Runs Well Runs Doesn't Run Unknown

Engine Make, Size, & Gas Type: Gas

Transmission Type/Condition:

Brakes/Condition:

Hydraulics/Condition: Good

Body Style/Condition: Fair

Tires/Condition: Good

General Description: A good running car, runs good
No issues, tires good, motor good.

Does vehicle or equipment have keys: Yes Digital Picture # (no limit on qty)

Inventory #:

Storage Address (pickup location): 1751 Grand Avenue

I certify that all items have been verified and this vehicle is ready for pictures and auction.

Print Employee Name:

Employee Signature:

Department: Parks & Recreation

Title:

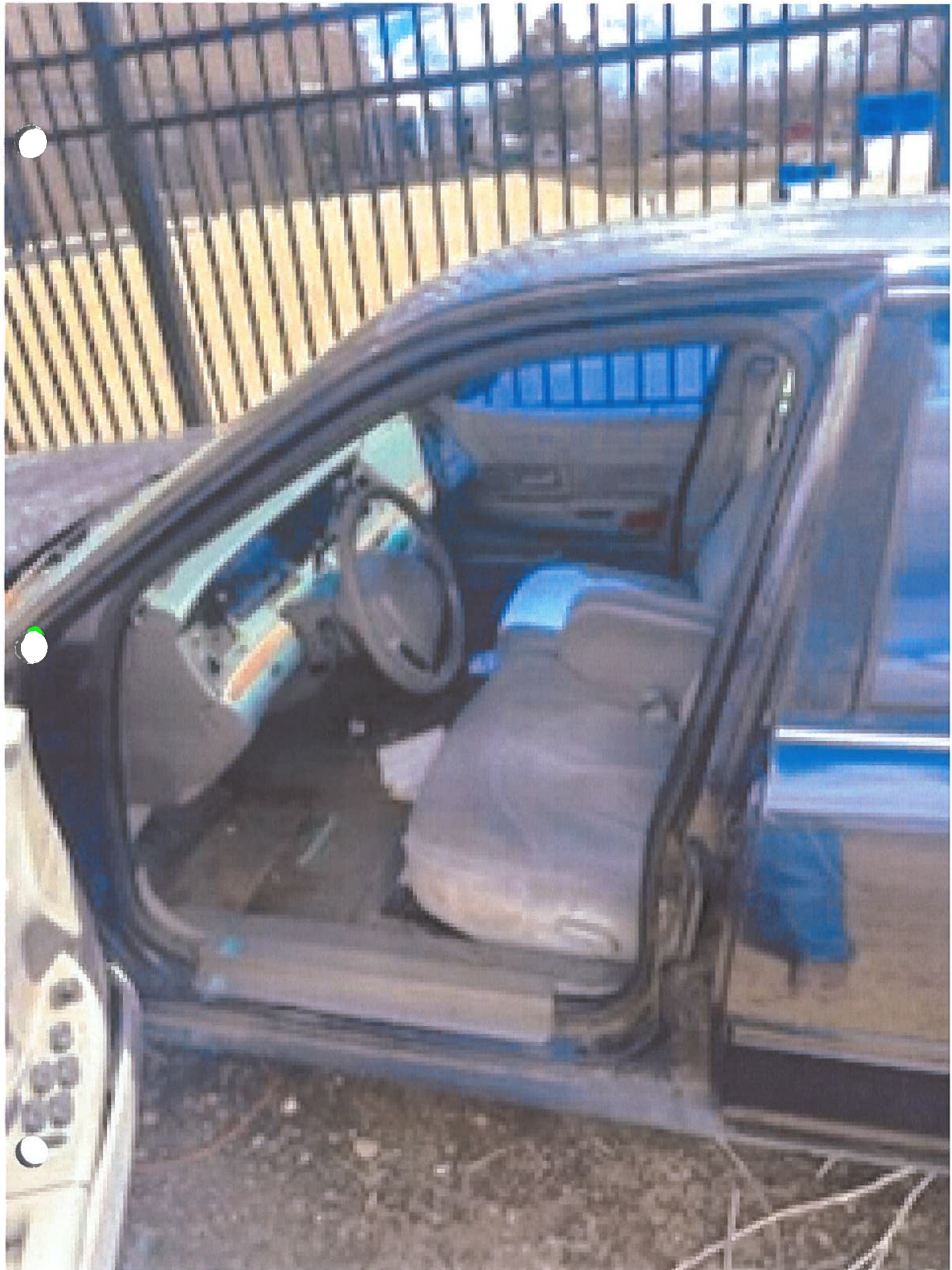
Date:

Minimum starting bid of this item (must be filled in by manager or director): \$500.00











Please fill in the information below for each of your inventory items.

Vehicle Checklist

City of Las Vegas

Overall Title: 2008 Chevy Colorado

Year: 2008

Make/Manufacturer: Chevy

Model: Colorado

Mileage/Hours: 95,223

VIN #: 1GCDT1E288216264

Running Condition: Runs Well Runs Doesn't Run Unknown

Engine Make, Size, & Gas Type: _____

Transmission Type/Condition: _____

Brakes/Condition: Good when it ran

Hydraulics/Condition: Good

Body Style/Condition: _____

Tires/Condition: Good

General Description: Car as is. It was running then a few months ago just stalled and would not start

Does vehicle or equipment have keys: Yes Digital Picture # (no limit on qty) _____

Inventory #: _____

Storage Address (pickup location): 1751 Grand Avenue

I certify that all items have been verified and this vehicle is ready for pictures and auction.

Print Employee Name: _____

Employee Signature: _____

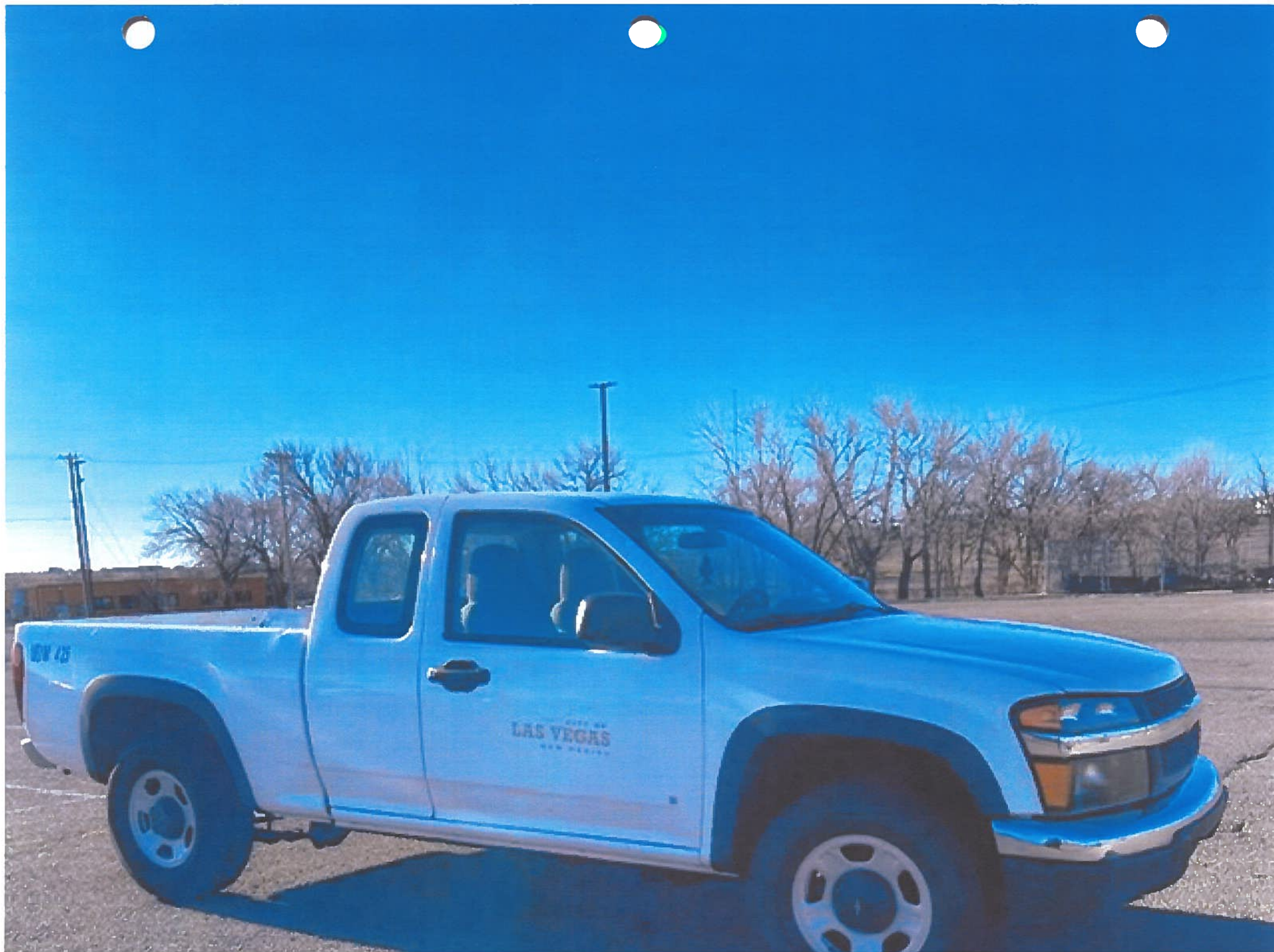
Department: Recreation

Title: _____

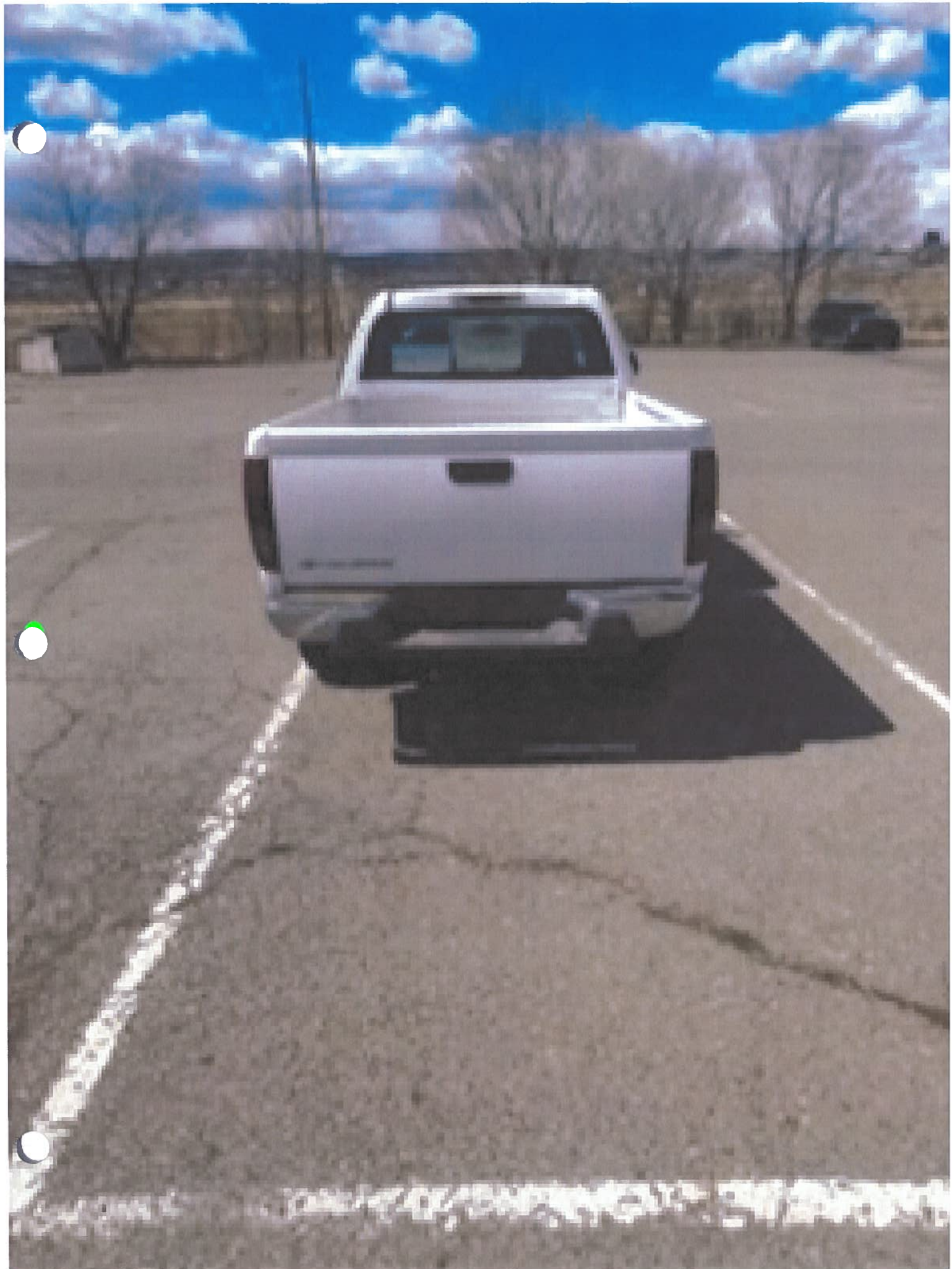
Date: _____

Minimum starting bid of this item (must be filled in by manager or director): ~~500~~ 500.00













Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Glass Windows

Year: _____

Make/Brand: _____

Model: _____

Quantity: 14 total (13) 4.8 x 3 (1) 6.2 x 9.9

Description: Thick windows in great condition.
14 total and still usable.

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$50⁰⁰







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Vintage MacGregor Basketball Scoreboard

Year: 1950's

Make/Brand: Mac Gregor

Model: N/A

Quantity: 1

Description: 1950's scoreboard in good condition. It is complete and possibly usable or good for any game room.

Features:

Digital Picture # (no limit on qty):

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code):

Storage Address (pickup location): 1751 Grand Avenue

Department: Park & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$50.00





HOME

MacGregor

GUEST

00

00:00

00

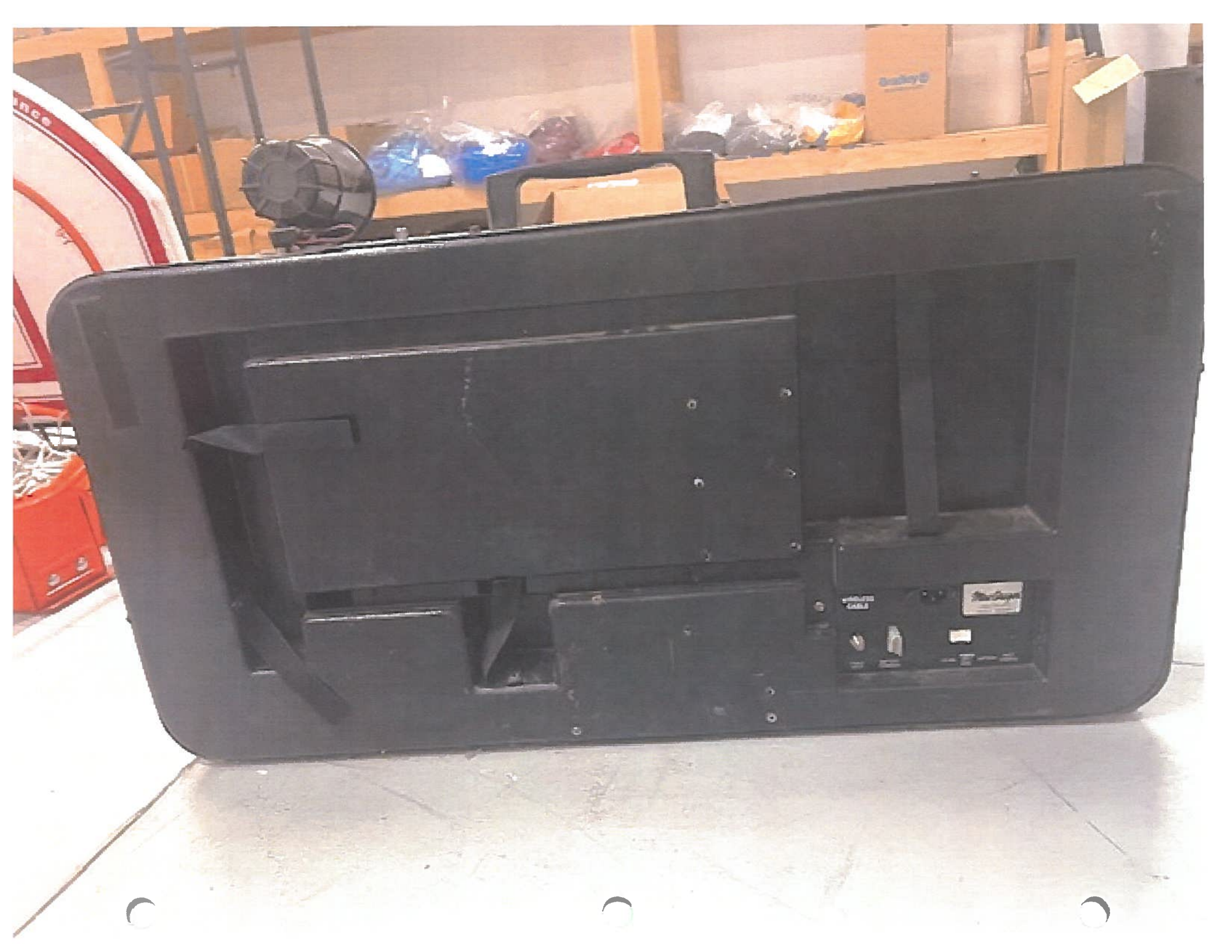
B



PERIOD



B



Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Foosball Table

Year: 2002

Make/Brand: Flaghouse

Model: _____

Quantity: 1

Description: Foosball Table in good condition with extra parts, only missing legs, USED

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

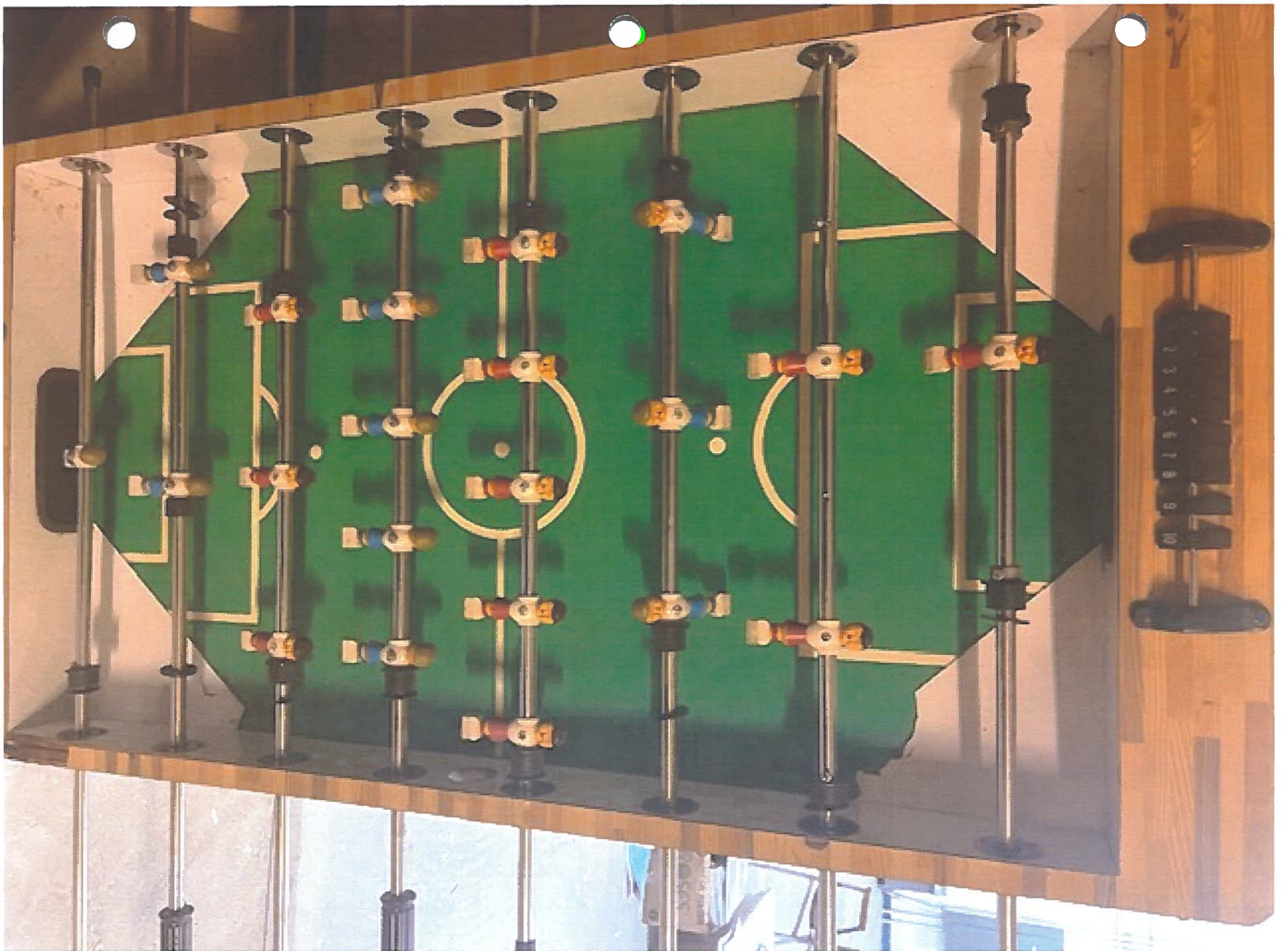
Inventory # (item code): _____

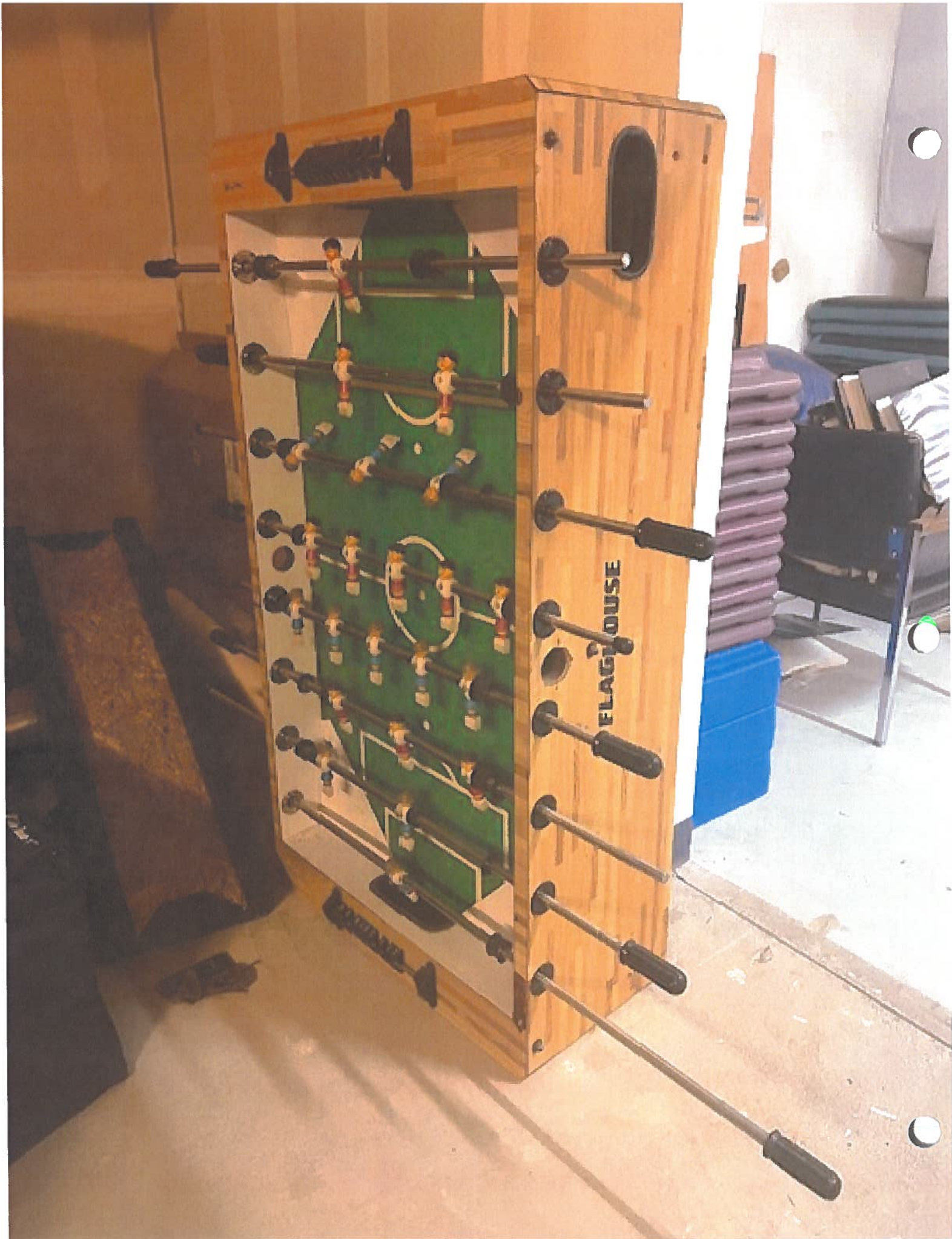
Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$50.00







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Aerobic steps with platforms

Year: 1990's

Make/Brand: _____

Model: _____

Quantity: 17

Description: 17 Aerobic steps with platforms in good condition - USED.

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Park & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$15.00







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Star-Trac Elliptical Cardio Machine

Year: N/A

Make/Brand: Star-Trac

Model: _____

Quantity: 1

Description: Star-Trac Elliptical cardio machine in good condition. All it needs to work perfect are new bearings on left arm, otherwise works good, USED

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$100.00





0:00

0:00

0:00

0:00

0:00

0:00

0:00

PROGRAMS
1
2
3
4
5

UPPER BODY
1
2
3
4
5

LEVEL
0
1
2
3
4
5
6
7
8
9
0
OK

1 2 3
4 5 6
7 8 9
0 OK

QUICK START

MCL

+
-

0:00

CH/TREK

+
-

1 PULLING



2 PUSH





Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Plyoboxes

Year: _____

Make/Brand: _____

Model: _____

Quantity: 3

Description: 3 Plyoboxes for Agility training. In good condition. 1 Needs top grip but in good condition, USED.

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$2500







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Locker room Lockers

Year: N/A

Make/Brand: _____

Model: _____

Quantity: 1 set (6 lockers)

Description: 1 set of 6 lockers in very good condition. 1 lock missing (see pic), USED

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

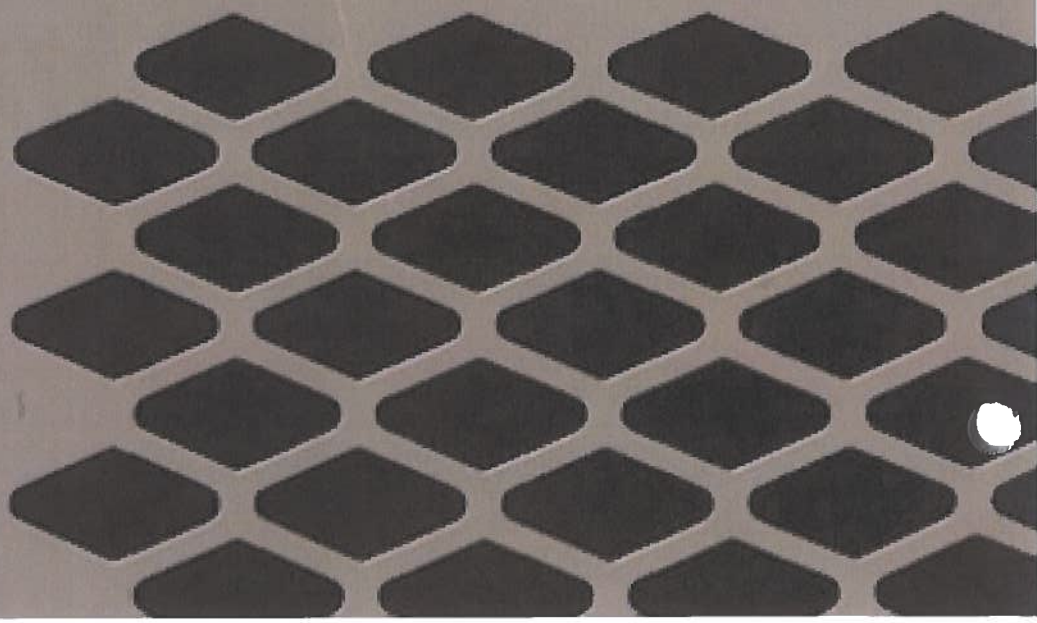
Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$50.00







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Star-Trac Treadmill

Year: _____

Make/Brand: Star-Trac

Model: _____

Quantity: 1

Description: Star-Trac Treadmill still works good, starts and runs well. No issues

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$150.00







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Dumbbell Rack

Year: N/A

Make/Brand: _____

Model: _____

Quantity: 1

Description: Dumbbell Rack holds ten
Sets of Dumbbells, OLD, USED. Black
Metal

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$20⁰⁰







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Barbell set w/Rack

Year: N/A

Make/Brand: Body Motion

Model: _____

Quantity: 9

Description: A Barbell set w/Rack includes the following weights: 110 lb, 100 lb, 90 lb, 80 lb, 60 lb, 50 lb, 40 lb, 30 lb, 20 lb

Welded plates, loose plates need tightening constantly. Old, used

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): 100⁰⁰







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Cyberx Smith Machine

Year: 1990's

Make/Brand: Cyberx

Model: _____

Quantity: 1

Description: 1 Cyberx Smith Squat Machine. In great condition - only missing a couple of tightening screws, Gets stuck. Because of missing screws old used machine.

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 N. Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$100⁰⁰







Please fill in the information below for each of your inventory items.

General Items/Computers

City of Las Vegas

Overall Title: Weights (misc)

Year: n/a

Make/Brand: _____

Model: _____

Quantity: 8 total

Description: Miscellaneous weights & kettlebells
30 lbs (2) 20 lbs (2) 15 lb (1) 10 lbs (1) 8 lbs (1)
2 lb (1)

Dumbbells: 30 lbs (2)

Features: _____

Digital Picture # (no limit on qty): _____

Condition: Excellent Good Fair Poor Unknown

Inventory # (item code): _____

Storage Address (pickup location): 1751 Grand Avenue

Department: Parks & Recreation

Minimum starting bid of this item (must be filled in by manager or director): \$50⁰⁰









**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 4/1/24

Department: Executive

Item/Topic: Request approval of Amendment 4 to Lease Agreement between the City of Las Vegas and the New Mexico Department of Veteran Services.

The lease agreement is for the leased premises located at 917 Douglas Avenue.

Fiscal Impact:

Attachments: Draft Lease Agreement and prior lease on record.

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.

Approved For Submittal By:

Reviewed By



City Manager



Finance Director

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

AMENDMENT TO LEASE AGREEMENT



This document constitutes Amendment 4 to Lease Record **2013-0028**, between the **City of Las Vegas**, "Lessor," and the **New Mexico Department of Veteran Services**, "Lessee," for the Leased Premises located at **917 Douglas Avenue, Las Vegas, New Mexico 87701**.

Lessor and Lessee agree to the following:

ITEM 1. Amend Paragraph 2. Term, as follows:

2. Term. The term of this renewal shall be for 5-years, effective **December 1, 2023** and terminating on **November 30, 2028**.

ITEM 2. Amend Paragraph 5. Rent, as follows:

5. Rent. In consideration of this lease amendment, Lessor and Lessee agree that the rent shall be paid as follows:

Year	Term Dates		LSF	Annual Base Rent	Annual Operating Cost	Total Annual Rent	Monthly Rent
11	12/01/23	11/30/24	350	\$3,850.00	\$350.00	\$4,200.00	\$350.00
12	12/01/24	11/30/25	350	\$4,850.00	\$350.00	\$5,200.00	\$433.33
13	12/01/25	11/30/26	350	\$4,850.00	\$350.00	\$5,200.00	\$433.33
14	12/01/26	11/30/27	350	\$4,850.00	\$350.00	\$5,200.00	\$433.33
15	12/01/27	11/30/28	350	\$4,850.00	\$350.00	\$5,200.00	\$433.33

ITEM 3. Paragraph 19. Duty to Insure is deleted in its entirety and replaced with the following:

19. Duty to Insure.

- a. During the term of this Lease and any extension thereof, Lessee shall provide coverage for liability of Lessee and its "public employees," as defined in the Tort Claims Act, and for its personal property and tenant's improvements and betterments, as required by New Mexico law.
- b. At all times during the term of this Lease and any extension thereof, Lessor shall maintain in force a policy or policies of insurance providing:
 - i. comprehensive general liability coverage of not less than \$1,000,000 limit per occurrence, including coverage for property damage, bodily injury and wrongful death. Such insurance policy or policies shall name the "State of New Mexico, its branches, agencies, instrumentalities and public employees" as additional insured on the endorsements; and
 - ii. an extended coverage endorsement or "All Risk" policy insuring for fire, lightning, vandalism, malicious mischief, loss of rents and other normal extended coverage for at least 80% of the replacement value of the Leased Premises.

- c. Lessor releases and discharges the Lessee and its "public employees" as defined in the Tort Claims Act from any and all claims, damages and causes of action arising out of any damage to or destruction of the Leased Premises where such damage or destruction was not caused by the willful act of Lessee or any of its "public employees."
- d. Lessor shall provide certificates of coverage or proof of self-insurance evidencing compliance with this section which shall be attached to this Lease and all amendments at the time of execution. Lessor shall notify Lessee within ten days after cancellation or expiration of any required coverage.

ITEM 4. Paragraph 24. Address for Notices, Payment of Rent, etc, shall be deleted in its entirety and replaced with the following:

- a. **Lessor:**
 - City of Las Vegas
 - Attn: City Manager
 - 1700 N. Grand Avenue
 - Las Vegas, NM 87701
 - Telephone number: 505-1401 ext. 1002
 - Email: Tmontgomery@lasvegas.nm.gov
- b. **Lessor Payments:**
 - City of Las Vegas
 - c/o: Tim Montgomery
 - 1700 N. Grand Avenue
 - Las Vegas, NM 87701
 - Telephone number: 505-1401 ext. 1002
 - Email: Tmontgomery@lasvegas.nm.gov
- c. **Lessee/Lease Monitor:**
 - New Mexico Department of Veteran Services
 - Attn: Danelle Lucero
 - 407 Galisteo St., Santa Fe, NM 87501
 - Telephone number: 505-372-9035
 - Email: Danelle.Lucero@dvs.nm.gov
- d. **Notices Only:**
 - General Services Department, Facilities Management Division
 - Attn: Leasing Manager, Leasing Department
 - P.O. Box 6850
 - Santa Fe, NM 87502
 - Telephone number: 505-412-2001

ITEM 5. Amend Paragraph 32. Other Provisions, to add the following:

- a. Lessor and Lessee agree that after 10 amendments have been executed to the original 2013 Lease all parties shall meet and negotiate a new lease.

Except as noted above, all other terms and conditions of the Lease Agreement and Amendments remain unchanged.

LESSOR: City of Las Vegas

By: _____ Date: _____

Tim Montgomery, City Manager
tmontgomery@lasvegasnm.gov

LESSEE LEGAL COUNSEL REVIEW:

This form as printed has been approved by the Office of the Attorney General. Alterations and additions to this Amendment must be reviewed separately.

This Amendment has been reviewed and approved as to form by:

By: _____ Date: _____

James Cowan, General Counsel
James.Cowan@dca.nm.gov

LESSEE: New Mexico Department of Veteran Services

By: _____ Date: _____

Jamison Herrera, Cabinet Secretary
Jamison.Herrera@dvs.nm.gov

State of New Mexico, General Services Department, Facilities Management Division

Recommended by:

By: _____ Date: _____

Peter Barrington, Deputy Division Director
Facilities Management Division
Peter.Barrington@gsd.nm.gov

Reviewed for Legal Sufficiency:

By: _____ Date: _____

ACKNOWLEDGED by:

By: _____ Date: _____

Anna Silva, General Services Department, Deputy Cabinet Secretary and
Facilities Management Division Director
Anna.Silva2@gsd.nm.gov

Note: The FMD Director's signature shall not signify that FMD is a party to an agreement, but only that FMD has authorized, approved, and validated the agreement in compliance with all applicable statutes and rules.



Approval Form
(Contracts, Lease Agreements, RFP's, MOU's, MOA's, Ordinances, Resolutions)

***Reviewed:**

[Signature]
Tim Montgomery, City Manager

03/28/2024
Date

**(if not signed by City Manager first, this document will not be forwarded to the Attorney for review and approval)*

Date Submitted: March 28, 2024

Department Submitting: Executive

Submitter: Mary Jean Aragon

Documents to be reviewed: Amendment to Lease Agreement – NM Dept of Veteran Services and CLV

Deadline: ASAP

Submitter Comments: _____

Received by CM - Office Mgr/HR: _____ **Date:** _____

City Manager / HR Comments: _____

The following is the approval order: *(Please circle either approved or disapproved)*

Approved / Disapproved: *(Reason for Disapproval):* _____

Changes: _____

Date: _____

1

[Signature]
Attorney Review

04/01/2024
Date

~~Approved~~ / Disapproved: *(Reason for Disapproval):* _____

2

[Signature]
Finance Director

4/2/24
Date

Approved / Disapproved: *(Reason for Disapproval):* _____

3

[Signature]
Tim Montgomery, City Manager

04/02/2024
Date

Received by City Clerk's Office **Date:** _____
(Only if being placed on the Agenda)

**This form must be submitted with an Attorney Review prior to review and approval by the City Manager. If there is no Attorney Review, it will not be processed until this step is completed.*

AMENDMENT #3 TO LEASE AGREEMENT



Agreement / Contract
No. 2769-13
City of Las Vegas
Date

This document constitutes Amendment 3 to Lease Record Number 2013-0028, between the City of Las Vegas, LESSOR and the New Mexico Department of Veteran Services, LESSEE for premises located at: 917 Douglas Avenue, Las Vegas, new Mexico 87701 as follows:

Lessor and Lessee agree to amend the Lease as follows:

Item 1: Amend Paragraph 2. Term, to renew this lease as follows:

2. Term. The term of this amendment shall commence on December 1, 2018 and terminate November 30, 2023.

Item 2: Amend Paragraph 5. Rent as follows:

5. Rent. In consideration of this amendment, Lessee shall pay rent in the following manner:

Lease Year	From	To	LSF	Annual Base Rent	Annual Operating Cost	Total Annual Rent Cost	Total Annual Cost	Annual Cost per LSF
6	12/1/2018	11/30/2019	350	\$3,850.00	\$350.00	\$4,200.00	\$4,200.00	\$12.00
7	12/1/2019	11/30/2020	350	\$3,850.00	\$350.00	\$4,200.00	\$4,200.00	\$12.00
8	12/1/2020	11/30/2021	350	\$3,850.00	\$350.00	\$4,200.00	\$4,200.00	\$12.00
9	12/1/2021	11/30/2022	350	\$3,850.00	\$350.00	\$4,200.00	\$4,200.00	\$12.00
10	12/1/2022	11/30/2023	350	\$3,850.00	\$350.00	\$4,200.00	\$4,200.00	\$12.00

Item 3: Certificate of Insurance

A current Certificate of Insurance shall be attached to this amendment.

Except as noted above, all other terms and conditions of the Lease Agreement and Amendments remain unchanged.

AGENCY LEGAL COUNSEL REVIEW:

This form as printed has been approved by the Office of the Attorney General. Alterations and additions to this amendment form must be reviewed separately.

This amendment has been reviewed and approved as to form by:

By: [Signature] Date: 7/23/19
J. Gabrielle Sanchez-Sandoval, Legal Counsel, or Designee

Designee Printed Name and Title: _____

LESSEE: New Mexico Department of Veteran Services

By: [Signature] Date: 7/23/2019
Director or Designee



STATE OF NEW MEXICO)
COUNTY OF Santa Fe) ss.

The forgoing instrument was acknowledged before me this 23rd day of July, 2019
by Melissa Shelley, on behalf of Judy M. Griego.

[Signature]
Notary Signature

My commission expires: May 20, 2020

GENERAL SERVICES DEPARTMENT, FACILITIES MANAGEMENT DIVISION

By: [Signature] Date: 9/9/19
Anna Silva, Director or Designee

Designee Printed Name and Title: _____



Approval Form
(Contracts, Lease Agreements, RFP's, MOU's, MOA's, Ordinances, Resolutions)

***Reviewed:**

[Signature]
Tim Montgomery, City Manager

04/01/2024
Date

**(if not signed by City Manager first, this document will not be forwarded to the Attorney for review and approval)*

Date Submitted: 3/29

Department Submitting: UTILITIES Submitter: MARIA GILVARRY

Documents to be reviewed: ORDINANCE UPDATES TO BILLING ORDINANCES 24-01, 24-02, 24-03, 24-04

Deadline:

Submitter Comments: UPDATE ORDINANCES FOR CONSISTENT DUE DATES? DELINQUENCY FOR BILLING

Received by CM - Office Mgr/HR: _____ Date: _____

City Manager / HR Comments: _____

The following is the approval order: *(Please circle either approved or disapproved)*

Approved / Disapproved: *(Reason for Disapproval):* _____

changes: _____ Date: 04/01/2024
[Signature]
Attorney Review **Date**

1

Approved /Disapproved: *(Reason for Disapproval):* _____

2

_____ **Finance Director** _____ **Date**

Approved /Disapproved: *(Reason for Disapproval):* _____

3

[Signature]
Tim Montgomery, City Manager _____ **Date**

Received by City Clerk's Office Date: _____
(Only if being placed on the Agenda)

**This form must be submitted with an Attorney Review prior to review and approval by the City Manager. If there is no Attorney Review, it will not be processed until this step is completed.*



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 4/4/24

Department: Executive

Item/Topic: Request approval of the contract between the City of Las Vegas and Arch Consulting, LLC.

RFP #2024-17 was awarded to Arch Consulting, LLC at the March 13, 2024 Council Meeting for grant consulting services.


Fiscal Impact:

Attachments: Contract

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.

Approved For Submittal By:

Reviewed By


Finance Director


City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

**PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LAS VEGAS
AND ARCH CONSULTING, LLC.**

This Professional Services Agreement (“Agreement”) is hereby made and entered into by and between the City of Las Vegas, a New Mexico home-rule municipality (“City’), of 1700 North Grand Ave. Las Vegas, New Mexico, 87701, and Arch Consulting, LLC. (“Contractor’), of 4200 El Llano Road, Las Vegas, New Mexico 87701, on this _____ day of April, 2024 (“Effective Date”). Throughout this Agreement, either of the aforementioned parties may be referred to as “Party” or both of the aforementioned parties may be referred to collectively as “Parties.”

Recitals

WHEREAS, the City desires to hire Contractor to perform those certain services as described in the Scope of Services portion of this Agreement; and

WHEREAS, the Contractor desires to perform the Scope of Services as detailed in this Agreement pursuant to the terms of this Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals and any attachments or exhibits to this Agreement, which are incorporated herein by reference, and the covenants and agreements set forth in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Contractor and the City agree as follows:

1. SCOPE OF SERVICES:

The duties of the Contractor shall include the following:

- City Project Management Oversight and Consulting
- Serve as a Liaison between the City Manager and the Governing Body
- Funding needs analysis – Work with the City’s departments to assess the validity of current funding priority areas and identify new priority areas for funding.
- Grant Funding Research – Conduct research to identify grant resources including, but not limited to federal, state, foundation, philanthropic grants, agencies and organizations that support the City’s funding needs and priorities.
- On-call Grant Research – In addition to the areas defined above other areas may be also identified through the Funding needs analysis process and throughout the duration of the contract.
- Grant proposal Development – Provide grant proposal writing services associated with the completion of grant applications on behalf of the City, including the preparation of funding abstracts, production and submittal of applications to funding sources. A copy of each grant application submitted is to be provided to the City of Las Vegas.
- Monthly reports – the successful consultant shall submit monthly reports to the City summarizing the amount of time expended and describe activities undertaken during the previous month.
- Policy Writing and Development
- Provide Communication and Conduct Training to City Staff and Stakeholders
- Preparation of Presentations and General Reports

2. COMPENSATION: Regular Services. Regular services to be provided under the terms of this Agreement by the Contractor shall include all those necessary to perform tasks assigned and described within the “Scope of Services” in Paragraph 1 above.

A. Compensation. Please refer to Attachment “A” entitled Rate Schedule.

B. Time Records. Contractor shall provide to the City regular monthly invoices detailing: (i) the amount of time spent, (ii) the service(s) provided by Contractor, and (iii) which Contractor employee provided the service(s).

C. Payment. Payment to Contractor shall be made by the City on a monthly basis upon receipt of Contractor’s invoices.

D. Prices are subject to change. Contractor must submit rate changes to the City for approval 90 days prior to annual of contract for approval by the governing body.

E. Contractor agrees that upon final payment of the amount due under this Agreement, Contractor releases the City from all liabilities, claims and/or obligations whatsoever arising from, or under this Agreement.

3. TERM OF AGREEMENT: The term of this Agreement shall commence on the Effective Date and may be terminated by either Party upon 30 day written notice to the other Party, and if not terminated by written notice, then this Agreement shall terminate at the close of the business day on the 1 year anniversary of the Effective Date. The initial term may be extended from year to year, subject to approval of the City governing body, through addendum for a maximum of 4 years unless the Agreement is terminated at any time with a 30 day written notice to the other Party. Any changes in fees under this Agreement must be in writing and signed by both Parties. Termination upon 30 day notice shall not nullify obligations or liabilities for performance or failure to perform by either Party incurred prior to the date of termination.

4. BENEFITS, TAXES: The Contractor does not qualify for any City benefits, including without limitation, vacation, over time, sick leave or retirement. Contractor acknowledges that it, and it alone, shall be liable for and shall pay to the New Mexico Taxation and Revenue Department the applicable gross receipts taxes on all monies paid to Contractor under this Agreement and the City shall have no liability for payment of such tax. Contractor also acknowledges that it, and it alone, shall be liable to the State or Federal Governments and/ or their agencies for corporate, income and self-employment taxes required by the law and that the City shall have no liability for payment of such taxes or amounts.

5. TERMINATION OF CONTRACT: Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City to terminate the Contractor at its discretion, with 30 days written notice. Nothing in the Agreement shall prevent, limit, or otherwise interfere with the right of the Contractor to terminate this Agreement, except that the Contractor shall give 30 days’ written notice of such termination.

6. DUTIES OF CONTRACTOR: The Contractor shall perform duties consistent with those associated, assigned and described within the “Scope of Services” in Paragraph 1 above.

7. PROFESSIONAL STANDARDS: The Contractor agrees to abide by and perform his duties in accordance with all applicable federal, state, and municipal laws, regulations, and ordinances.

8. STATUS OF CONTRACTOR: The Contractor is an independent contractor.

9. CONFLICT OF INTEREST: The Contractor shall abide by and perform its duties in accordance with all applicable federal, state and municipal laws, regulations and ordinances regarding any actual or perceived conflicts of interest.

10. OATH OF CONFIDENTIALITY: The Contractor agrees to maintain all confidences and/or privileged information in a manner consistent with all applicable laws.

11. WORKING FACILITIES: The Contractor may use City offices upon prior written consent of the City Manager.

12. NO AUTHORITY TO BIND CITY: The Contractor shall not have any authority to enter into any contract or arrangement binding upon the City, or to create any obligations on the part of the City, except by prior written consent of the City.

13. WAIVER OF BREACH: The waiver by either Party of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of the same or any other provision of the Agreement.

14. NOTICE: Any notice required to be given under this Agreement shall be deemed sufficient, if in writing, sent by mail to the address of the Contractor and the City as stated above.

15. SUBJECT TO OTHER DOCUMENTS: This Agreement is subject to the terms and conditions of the Statutes of New Mexico, the City's Charter, Resolutions, Ordinances and Administrative Regulations. All these Statutes, Charter, Resolutions, Ordinances and Administrative Regulations are incorporated by reference into this Agreement.

16. SUBCONTRACTING AND ASSIGNMENT: The Contractor shall not subcontract any portion of the services performed under this Agreement without the express prior written consent of the City. Contractor may not assign any interest in this Agreement, or any portion thereof, without prior written consent of the City.

17. PROFESSIONAL LIABILITY INSURANCE: The Contractor must at all times maintain Professional Liability Insurance. Contractor will provide and maintain its own insurance, to include liability insurance for the work described in this Agreement in amounts acceptable to industry standards so long as this Agreement is in effect. Policies of insurance will be written by companies authorized to write such insurance in New Mexico, and policies of insurance will be on forms properly filed and approved by the Superintendent of Insurance, State of New Mexico. Contractor shall furnish certificates of insurance to the City and shall deliver the certificates to the City Manager, 1700 North Grand Ave. Las Vegas, New Mexico, 87701. If Contractor subcontracts any part of its obligations under this Contract, the Contractor will include any or all such subcontractors on its insurance policies or require such subcontractors to secure the insurance coverage required by the City. Contractor shall not begin any activities in furtherance of this Agreement until the required insurance has been obtained and proper certificates of insurance delivered to the City Manager. Neither approval nor failure by the City to disapprove insurance or

certificates of insurance will relieve the Contractor of full responsibility to maintain the required insurance in full force and effect.

18. BINDING EFFECT: This Agreement shall be binding and shall ensure to the benefit of the successors and assigns of the City and the successor and assigns of the Contractor.

19. INDEMNIFICATION: Contractor agrees to indemnify and hold harmless the City, its elected officials, agents and employees from any and all claims, suits, and causes of action to the proportionate extent such claims, suits, and causes of action are due to his/her negligent performance under this Agreement. Contractor further agrees to hold the City harmless from all claims for any injury, damages or death sustained by Contractor, his employees, agents or other representatives while engaged in the performance of this Agreement, including without limitation all third-party claims.

20. NEW MEXICO TORT CLAIMS ACT: Any liability incurred by the City in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 41-4-1, et. seq, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this agreement modifies or waives any provisions of the New Mexico Tort Claims Act.

21. THIRD PARTY BENEFICIARIES: By entering into this agreement, the Parties do not intend to create any right, title or interest in or for the benefit of any person other than the City and Contractor. No person shall claim any right, title or interest under this agreement or seek to enforce this agreement as a third-party beneficiary under this agreement.

22. APPROPRIATION: The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of the Agreement. If sufficient appropriations or authorizations are not made, this Agreement shall terminate upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient authorizations are available shall be accepted by Contractor and shall be final.

23. WORKERS COMPENSATION INSURANCE: Contractor will comply with the applicable provisions of the New Mexico Workers' Compensation Act, the Subsequent Injury Act, and the New Mexico Occupational Disease Disablement Law. If any portion of the activities are to be subcontracted, the Contractor will require the subcontractor similarly to provide such coverage (or qualify as a self-insured) for all the latter's employees to be engaged in such activities. The Contractor covenants and agrees that the City, its officers, or employees will not be liable or responsible for any claims or actions occasioned by the Contractor's failure to comply with the provisions of this Paragraph and that the indemnification provision of this contract will apply to this Paragraph.

24. MISCELLANEOUS: This Agreement constitutes the entire agreement between the City and Contractor with respect to the subject matter herein, and all prior negotiations, writings, agreement and understandings are merged in and are superseded by this Agreement. No statement, promise or inducement made by the City or Contractor, either written or oral, which is not contained in this

Agreement, is binding between the City and Contractor. This Agreement shall be governed by the Laws of the State of New Mexico and the Ordinances, resolution, rules and regulations of the City, and the proper venue and jurisdiction for any litigation between the Parties shall be the Fourth Judicial District Court in Las Vegas, New Mexico. Each individual who signs this Agreement warrants and represents, under penalty of perjury, that he/she has full and complete authority to execute this Agreement on behalf of their respective entity. In the event that any of the terms of this Agreement are found by a court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remainder of this Agreement shall continue in full force and effect. The City Manager shall have the final say as to the meaning of this Agreement, including, but not limited to, whether the deliverables were met or duties were fulfilled. The Contractor and its members or agents understand that they may appeal the decision of the City Manager to the City's Governing Body.

In witness whereof, the parties named above have duly executed this instrument as of this Effective Date.

CITY OF LAS VEGAS

Approved By:

Timothy Montgomery, City Manager

Attest:

Cassandra Fresquez, City Clerk

Approved as to legal sufficiency:



Attorney

CONTRACTOR:

Signature

Printed Name: _____

Position: _____

“ATTACHMENT “A”

ARCH CONSULTING, LLC. Cost Proposal

CITY OF LAS VEGAS, NEW MEXICO

Opening No. 2024-17

GRANT WRITING SERVICES

RATES FOR SERVICE BROKEN DOWN



Approval Form

(Contracts, Lease Agreements, RFP's, MOU's, MOA's, Ordinances, Resolutions)

***Reviewed:**

Tim Montgomery, City Manager

04/03/2024
Date

**(if not signed by City Manager first, this document will not be forwarded to the Attorney for review and approval)*

Date Submitted: 4/4/2024

Department Submitting: Executive

Submitter: Mary Jean Aragon/Tim Montgomery

Documents to be reviewed: Professional Services Agreement between The City of Las Vegas and Arch Consulting, LLC

Deadline: **Please complete this ASAP..**

Submitter Comments: _____

Received by CM - Office Mgr/HR: _____ Date: _____

City Manager / HR Comments: _____

The following is the approval order: *(Please circle either approved or disapproved)*

Approved / Disapproved: *(Reason for Disapproval):* _____

Changes: _____ Date: _____

1

Attorney Review

04/03/2024
Date

Approved / Disapproved: *(Reason for Disapproval):* _____

2

Finance Director

4/4/24
Date

Approved / Disapproved: *(Reason for Disapproval):* _____

3

Tim Montgomery, City Manager

04/04/2024
Date

Received by City Clerk's Office Date: _____
(Only if being placed on the Agenda)

**This form must be submitted with an Attorney Review prior to review and approval by the City Manager. If there is no Attorney Review, it will not be processed until this step is completed.*



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 4/4/24

Department: Public Works

Item/Topic: Discussion with motion to approve. Public Works is recommending additional funding in the amount of \$440,131.77 for an additional 1.5 inches of asphalt on the Legion Drive Project for a thickness of 5 inches. At this time the current thickness is 3.5 inches.

Fiscal Impact: Budgeting funds in the amount of \$440,131.77.

Attachments: Bid Tabulation


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.

Approved For Submittal By:



Department Director

Reviewed By:



Finance Director



City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____

BID TABULATION
Legion Drive Reconstruction Project 2023-09, TPF #HW2LP40020
 City of Las Vegas, New Mexico
 BID OPENING: March 23, 2023 @ 2:00PM

Bid Lot #1					Engineers Estimate		Desert Fox, LLC		Cordova Contracting & Development, LLC		GM Emulsion, LLC		Pacheco Construction & Trucking	
SEQ NO.	NMDOT ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	203000	Unclassified Excavation	CY	5,500	\$ 20.00	\$ 110,000.00	\$ 19.25	\$ 105,875.00	\$ 5.40	\$ 29,700.00	\$ 15.00	\$ 82,500.00	\$ 20.00	\$ 110,000.00
2	207000	Subgrade Preparation - 12"	SY	25,200	\$ 12.00	\$ 302,400.00	\$ 12.00	\$ 302,400.00	\$ 3.65	\$ 91,980.00	\$ 12.00	\$ 302,400.00	\$ 15.00	\$ 378,000.00
3	303160	Base Course - 6"	SY	25,200	\$ 8.00	\$ 201,600.00	\$ 20.50	\$ 516,600.00	\$ 8.45	\$ 212,940.00	\$ 15.00	\$ 378,000.00	\$ 39.00	\$ 982,800.00
4	416000	Minor Paving - 3-1/2"	SY	25,200	\$ 25.00	\$ 630,000.00	\$ 31.85	\$ 802,620.00	\$ 92.50	\$ 2,331,000.00	\$ 52.50	\$ 1,323,000.00	\$ 46.00	\$ 1,159,200.00
5	570425	18" Storm Drain Pipe	LF	90	\$ 85.00	\$ 7,650.00	\$ 135.00	\$ 12,150.00	\$ 87.50	\$ 7,875.00	\$ 100.00	\$ 9,000.00	\$ 175.00	\$ 15,750.00
6	570437	24" Storm Drain Pipe	LF	1,350	\$ 110.00	\$ 148,500.00	\$ 250.00	\$ 337,500.00	\$ 118.75	\$ 160,312.50	\$ 120.00	\$ 162,000.00	\$ 230.00	\$ 310,500.00
7	601000	Removal of Structures and Obstructions	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 110,000.00	\$ 110,000.00	\$ 4,500.00	\$ 4,500.00	\$ 50,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00
8	601110	Removal of Surfacing	SY	26,500	\$ 6.00	\$ 159,000.00	\$ 6.00	\$ 159,000.00	\$ 3.75	\$ 99,375.00	\$ 10.00	\$ 265,000.00	\$ 5.00	\$ 132,500.00
9	603270	SWPPP Plan Preparation	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 1,250.00	\$ 1,250.00	\$ 7,500.00	\$ 7,500.00	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00
10	603280	SWPPP Management & Maintenance	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
11	608004	Concrete Sidewalks 4"	SY	3,000	\$ 65.00	\$ 195,000.00	\$ 64.00	\$ 192,000.00	\$ 12.50	\$ 37,500.00	\$ 130.00	\$ 390,000.00	\$ 65.00	\$ 195,000.00
12	608006	Concrete Sidewalks 6"	SY	1,650	\$ 100.00	\$ 165,000.00	\$ 76.00	\$ 125,400.00	\$ 18.50	\$ 30,525.00	\$ 140.00	\$ 231,000.00	\$ 100.00	\$ 165,000.00
13	608406	Conc. Med Pvmt. 6" (Color and Pain)	SY	60	\$ 150.00	\$ 9,000.00	\$ 130.00	\$ 7,800.00	\$ 22.50	\$ 1,350.00	\$ 150.00	\$ 9,000.00	\$ 150.00	\$ 9,000.00
14	609324	Concrete Sloped Curb & Gutter - 6"x24"	LF	550	\$ 40.00	\$ 22,000.00	\$ 36.00	\$ 19,800.00	\$ 42.00	\$ 23,100.00	\$ 40.00	\$ 22,000.00	\$ 55.00	\$ 30,250.00
15	609424	Concrete Vertical Curb & Gutter Type B - 6"x24"	LF	5,800	\$ 40.00	\$ 232,000.00	\$ 36.00	\$ 208,800.00	\$ 45.00	\$ 261,000.00	\$ 40.00	\$ 232,000.00	\$ 48.00	\$ 278,400.00
16	618000	Traffic Control Management	LS	1	\$ 30,000.00	\$ 30,000.00	\$ 40,000.00	\$ 40,000.00	\$ 8,700.00	\$ 8,700.00	\$ 100,000.00	\$ 100,000.00	\$ 115,000.00	\$ 115,000.00
17	621000	Mobilization	LS	1	\$ 100,000.00	\$ 100,000.00	\$ 150,000.00	\$ 150,000.00	\$ 65,000.00	\$ 65,000.00	\$ 350,000.00	\$ 350,000.00	\$ 400,000.00	\$ 400,000.00
18	623392	Curb Inlet Single Type C 0' TO 4'	EA	1	\$ 15,000.00	\$ 15,000.00	\$ 16,000.00	\$ 16,000.00	\$ 11,750.00	\$ 11,750.00	\$ 25,000.00	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00
19	623393	Curb Inlet Double Type C 0' TO 4'	EA	5	\$ 17,500.00	\$ 87,500.00	\$ 16,000.00	\$ 80,000.00	\$ 22,500.00	\$ 112,500.00	\$ 25,000.00	\$ 125,000.00	\$ 26,000.00	\$ 130,000.00
20	662048	Manhole Type E - 4' Diameter over 6' to 10' Depth	EA	3	\$ 10,000.00	\$ 30,000.00	\$ 14,000.00	\$ 42,000.00	\$ 16,750.00	\$ 50,250.00	\$ 25,000.00	\$ 75,000.00	\$ 30,000.00	\$ 90,000.00
21	662400	Manhole Adjustment	EA	17	\$ 1,200.00	\$ 20,400.00	\$ 1,700.00	\$ 28,900.00	\$ 1,675.00	\$ 28,475.00	\$ 2,500.00	\$ 42,500.00	\$ 3,500.00	\$ 59,500.00
22	663855	Adjust Valve Box to Grade	EA	10	\$ 1,200.00	\$ 12,000.00	\$ 1,250.00	\$ 12,500.00	\$ 970.00	\$ 9,700.00	\$ 1,500.00	\$ 15,000.00	\$ 1,500.00	\$ 15,000.00
23	663865	Adjust Water Meter to Grade	EA	2	\$ 1,200.00	\$ 2,400.00	\$ 1,250.00	\$ 2,500.00	\$ 675.00	\$ 1,350.00	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00
24		Utility Relocation Allowance	Allow	1	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
25		Laboratory Testing Allowance	Allow	1	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
26	702810	Traffic Control Devices for Construction	LS	1	\$ 25,000.00	\$ 25,000.00	\$ 55,000.00	\$ 55,000.00	\$ 25,000.00	\$ 25,000.00	\$ 100,000.00	\$ 100,000.00	\$ 65,000.00	\$ 65,000.00
27	704000	Retroreflectorized Painted Markings 4"	LF	44,000	\$ 2.00	\$ 88,000.00	\$ 0.40	\$ 17,600.00	\$ 1.75	\$ 77,000.00	\$ 0.35	\$ 15,400.00	\$ 2.00	\$ 88,000.00
28	704004	Retroreflectorized Painted Markings 12"	LF	600	\$ 4.00	\$ 2,400.00	\$ 8.00	\$ 4,800.00	\$ 5.25	\$ 3,150.00	\$ 6.50	\$ 3,900.00	\$ 7.00	\$ 4,200.00
29	704006	Retroreflectorized Painted Markings 24"	LF	100	\$ 8.00	\$ 800.00	\$ 10.00	\$ 1,000.00	\$ 12.75	\$ 1,275.00	\$ 9.00	\$ 900.00	\$ 9.00	\$ 900.00
30	704009	Retroreflectorized Painted Marking Right Turn Arrow	EA	7	\$ 50.00	\$ 350.00	\$ 125.00	\$ 875.00	\$ 850.00	\$ 5,950.00	\$ 150.00	\$ 1,050.00	\$ 275.00	\$ 1,925.00
31	704011	Retroreflectorized Painted Marking Thru Arrow	EA	50	\$ 50.00	\$ 2,500.00	\$ 125.00	\$ 6,250.00	\$ 850.00	\$ 42,500.00	\$ 150.00	\$ 7,500.00	\$ 225.00	\$ 11,250.00
32	704012	Retroreflectorized Painted Marking Word (Only)	EA	4	\$ 50.00	\$ 200.00	\$ 159.00	\$ 636.00	\$ 1,350.00	\$ 5,400.00	\$ 130.00	\$ 520.00	\$ 400.00	\$ 1,600.00
33	704732	Retroreflectorized Painted Marking Bicycle	EA	17	\$ 50.00	\$ 850.00	\$ 104.00	\$ 1,768.00	\$ 1,975.00	\$ 33,575.00	\$ 100.00	\$ 1,700.00	\$ 300.00	\$ 5,100.00
34	801000	Construction Staking By the Contractor	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 45,000.00	\$ 45,000.00	\$ 12,750.00	\$ 12,750.00	\$ 100,000.00	\$ 100,000.00	\$ 90,000.00	\$ 90,000.00
SUBTOTAL						\$ 2,794,550.00		\$ 3,481,024.00		\$ 3,869,482.50		\$ 4,512,370.00		\$ 4,999,875.00
NMGRT @ 8.2708%						\$ 231,131.64		\$ 287,908.53		\$ 320,037.16		\$ 373,209.10		\$ 413,529.66
TOTAL						\$ 3,025,681.64		\$ 3,768,932.53		\$ 4,189,519.66		\$ 4,885,579.10		\$ 5,413,404.66

Additive Alternate #1 - 5" HMA Section (if accepted, this item will replace Item 416000 in the Base Bid)

Engineers Estimate	Desert Fox, LLC	Cordova Contracting & Development, LLC	GM Emulsion, LLC	Pacheco Construction & Trucking
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SEQ NO.	NMDOT ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	416000	Minor Paving - 2-1/2"	SY	50,400	\$ 22.00	\$ 1,108,800.00	\$ 24.00	\$ 1,209,600.00	\$ 108.75	\$ 5,481,000.00	\$ 35.00	\$ 1,764,000.00	\$ 42.50	\$ 2,142,000.00
SUBTOTAL						\$ 1,108,800.00		\$ 1,209,600.00		\$ 5,481,000.00		\$ 1,764,000.00		\$ 2,142,000.00
NMGRT @ 8.2708%						\$ 91,706.63		\$ 100,043.60		\$ 453,322.55		\$ 145,896.91		\$ 177,160.54
TOTAL						\$ 1,200,506.63		\$ 1,309,643.60		\$ 5,934,322.55		\$ 1,909,896.91		\$ 2,319,160.54

Additive Alternate #2 - Street Lighting					Engineers Estimate		Desert Fox, LLC		Cordova Contracting & Development, LLC		GM Emulsion, LLC		Pacheco Construction & Trucking	
SEQ NO.	NMDOT ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1		Solar PV Street Lighting, CIP	LS	1	\$ 200,000.00	\$ 200,000.00	\$ 640,000.00	\$ 640,000.00	\$ 18,500.00	\$ 18,500.00	\$ 550,000.00	\$ 550,000.00	\$ 600,000.00	\$ 600,000.00
SUBTOTAL						\$ 200,000.00		\$ 640,000.00		\$ 18,500.00		\$ 550,000.00		\$ 600,000.00
NMGRT @ 8.2708%						\$ 16,541.60		\$ 52,933.12		\$ 1,530.10		\$ 45,489.40		\$ 49,624.80
TOTAL						\$ 216,541.60		\$ 692,933.12		\$ 20,030.10		\$ 595,489.40		\$ 649,624.80

1 bid amount total adjusted to account for allowances set by engineer that were left out of bid total.

I hereby certify that the above figures are the same as those submitted in the bid proposals except for corrected items marked with an (*), if applicable. Corrections based on Unit Price per Specifications

Verlyn A. Miller P.E.



**CITY OF LAS VEGAS
COUNCIL MEETING AGENDA REQUEST FORM**

Meeting Date: April 10, 2024

Date Submitted: 4/4/24

Department: Executive

Item/Topic: Discussion/Appointment on one of the two applicants for Finance Director:

- a) Arthur Gonzales
- b) Morris Madrid

As per the Municipal Charter, Section 5.07. C. The City Manager shall appoint department directors, subject to approval by the Governing Body.

Fiscal Impact:

Attachments:

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.

Approved For Submittal By:

Reviewed By


Finance Director


City Manager

**CITY CLERK'S USE ONLY
COUNCIL ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Contract No. _____
Approved _____

Continued To: _____
Referred To: _____
Denied _____
Other _____