



VILLAGE OF MAGDALENA
PO BOX 145, MAGDALENA, NM 87825
P. 575.854.2261 F. 575.854.2273
WWW.VILLAGEOFMAGDALENA.COM

AGENDA
NOTICE OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES
MONDAY, JUNE 27, 2022
VILLAGE HALL 108 N. MAIN STREET 5:00 PM

PURSUANT TO PUBLIC HEALTH ORDER DATED FEBRUARY 17, 2022, SOCIAL DISTANCING SHOULD CONTINUE TO BE MAINTAINED.

MEMBERS OF THE PUBLIC WHO WISH TO ATTEND AND LISTEN TO THE MEETING VIA ZOOM MAY DO SO AT THE FOLLOWING LINK:

<https://us02web.zoom.us/j/4861155997?pwd=V0V6SERBNVdGNDNPaE1ZdWp1N004UT09>

Meeting ID: 486 115 5997

Passcode: MAGDALENA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - a. REGULAR MEETING- JUNE 13, 2022
6. APPROVAL OF CASH BALANCE REPORTS
7. APPROVAL OF BILLS
8. MAYOR'S REPORT
9. CLERK'S REPORT

10. DISCUSSION & POSSIBLE DECISION CONCERNING APPROVAL OF RESOLUTION NO. 2022-10, POLICY FOR THE ACCEPTANCE OF DEBIT/CREDIT CARDS OR ELECTRONIC TRANSFER AS PAYMENT

11. DISCUSSION & POSSIBLE DECISION REGARDING ACCEPTANCE OF BID FOR ADDITION TO MAGDALENA VOLUNTEER FIRE DEPARTMENT

12. EXECUTIVE SESSION – THE FOLLOWING MATTERS WILL BE DISCUSSED IN CLOSED SESSION: MOTION & ROLL CALL VOTE TO GO INTO EXECUTIVE SESSION AND THAT, PURSUANT TO NEW MEXICO STATE STATUTES SECTION 10-15-1, ONLY THE FOLLOWING MATTER WILL BE DISCUSSED IN CLOSED SESSION:
 - a. ASSISTANT CLERK
 - MOTION & ROLL CALL VOTE TO RETURN TO REGULAR SESSION
 - MOTION & ROLL CALL VOTE THAT MATTERS DISCUSSED IN CLOSED SESSION WERE LIMITED TO THOSE SPECIFIED IN MOTION FOR CLOSURE, AND THAT NO FINAL ACTION WAS TAKEN, AS PER NEW MEXICO STATUTES SECTION 10-15-1

13. DISCUSSION & POSSIBLE DECISION TO HIRE ASSISTANT CLERK

14. PUBLIC INPUT – 1 TOPIC PER PERSON - 3 MINUTE LIMIT

PUBLIC COMMENT MAY BE MADE IN PERSON OR VIA EMAIL (IF LESS THAN 3 MINUTES). EMAIL COMMENTS MAY BE MADE BY EMAILING COMMENTS TO: clerk@villageofmagdalena.com and/or mayor@villageofmagdalena.com THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, JUNE 27, 2022 AT 12:00 PM. EMAILED PUBLIC COMMENT MUST CONTAIN THE AUTHOR'S NAME AND PHYSICAL ADDRESS AND WILL BE ENTERED AND/OR READ INTO THE MEETING MINUTES.

15. ADJOURNMENT

NOTE: THIS AGENDA IS SUBJECT TO REVISION UP TO 72 HOURS PRIOR TO THE SCHEDULED MEETING DATE AND TIME (NMSA 10-15-1 F). A COPY OF THE AGENDA MAY BE PICKED UP AT THE VILLAGE OFFICE, 108 N. MAIN STREET, MAGDALENA, NM 87825. PUBLIC DOCUMENTS, INCLUDING THE AGENDA AND MINUTES, CAN BE PROVIDED IN VARIOUS ACCESSIBLE FORMATS. PLEASE CONTACT THE VILLAGE CLERK/TREASURER IF A SUMMARY OR OTHER TYPE OF ACCESSIBLE FORMAT IS NEEDED. IF YOU ARE AN INDIVIDUAL WITH A DISABILITY WHO IS IN NEED OF A READER, AMPLIFIER, QUALIFIED SIGN LANGUAGE INTERPRETER OR ANY OTHER FORM OF AUXILIARY AID OR SERVICE TO ATTEND OR PARTICIPATE IN THE MEETING, PLEASE CONTACT THE VILLAGE CLERK AT 575-854-2261 AT LEAST ONE WEEK PRIOR TO THE MEETING OR AS SOON AS POSSIBLE.

DRAFT

MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF MAGDALENA
BOARD OF TRUSTEES
HELD MONDAY, JUNE 13, 2022, AT 5:00 PM

PURSUANT TO PUBLIC HEALTH ORDER DATED FEBRUARY 17, 2022, SOCIAL DISTANCING SHOULD CONTINUE TO BE MAINTAINED.

MEMBERS OF THE PUBLIC WHO WISH TO ATTEND AND LISTEN TO THE MEETING VIA ZOOM MAY DO SO AT THE FOLLOWING LINK:

<https://us02web.zoom.us/j/4861155997?pwd=V0V6SERBNVdGNDNPaE1ZdWp1N004UT09>

Meeting ID: 486 115 5997

Passcode: MAGDALENA

Mayor Richard Rumpf called the meeting to order at 5:02 p.m.

PRESENT: Mayor Richard Rumpf, Trustee James Nelson, Trustee Clark Brown, Trustee Harvan Conrad (5:15pm), Kathy Stout—Attorney, Carleen Gomez—Deputy Clerk

PARTICIPATING VIA ZOOM VIDEO CONFERENCE: Trustee: Donna Dawson, Michael Steininger

GUESTS: Michael Zamora—Marshal, Sabrina A. Aragon—Assistant Clerk, John Lee Dun, John Sakel, Fritz Kapraun, Pat McCombs, Sues Simonds, Ginny Gale, Joe Stanley, Jaclyn Waites, Megan Brant, Neil Harris, Vince D’Marco, Michal Gola, Jaclyn Levine, Syreeta McKelvey, Cindy Hollis, Osiris Navarro

Mayor Richard Rumpf requested Marshal Michael Zamora recite the Pledge of Allegiance.

APPROVAL OF AGENDA: Jim Nelson moved to approve the agenda, as presented. Clark Brown seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES: Donna Dawson motioned to approve the minutes of the Special Work Session on May 16, 2022, as presented. Jim Nelson seconded the motion. The motion carried unanimously.

Clark Brown motioned to approve the minutes of the Regular Meeting on May 23, 2022, as presented. Jim Nelson seconded the motion. The motion carried unanimously.

APPROVAL OF CASH BALANCE REPORT: Donna Dawson motioned to approve the Cash Balance Report. Jim Nelson seconded the motion. The motion carried unanimously.

APPROVAL OF BILLS: Deputy Clerk Carleen Gomez stated there were four additions to the bill list. The first was for Winston’s in the amount of \$484.18 for miscellaneous supplies. The second was for Amazon in the amount of \$1,278.93 for the Utility Department uniform items, vests, and cleaning supplies. The third was for ProVelocity in the amount of \$1,189.50, which is the monthly bill for IT Services. The fourth was for Route 60 Trading Post for \$100 for the month of May 2022.

Clark Brown motioned to approve the bill list with the additions. Donna Dawson seconded the motion. Jim Nelson abstained. The motion carried by majority.

BILL LIST

Admin Office of the Courts	\$216.00	O'Reilly Auto Parts	\$218.79
Airgas USA, LLC	\$295.83	PRI Management Group	\$259.00
Albuquerque Publishing Co.	\$322.14	Printing Systems, INC	\$190.07
Demco INC	\$818.67	Rak's Building Supply	\$73.35
Firefighter Trucks by Jeff	\$1,291.09	REB Management LLC	\$1,154.70
Hall Environmental	\$248.11	Route 60 Trading Post	\$100.00
Henry Schein, INC	\$319.74	Steer Stop, LLC	\$643.87
Jacob Finch	\$1,074.38	Tire Shop	\$30.00
Med-Tech Resources	\$152.75	Verizon Wireless	\$890.95
Nance, Pato & Stout LLC	\$639.00	Wex Bank	\$3,445.90
NM Judicial Education Center	\$108.00	WNM Communications	\$725.30
NMED Utility Operator	\$30.00	Total Balance:	\$13,247.64

MAYOR'S REPORT: Mayor Rumpf reported that the Forest Service would be paying \$10,969.30 for the use of water and the community center/rodeo grounds. He also stated that the Well Test for the Trujillo Well is done and everything for it is good.

CLERK'S REPORT

Deputy Clerk Carleen Gomez stated that there was nothing to report at this time.

DEPARTMENT REPORTS

EMS: Jim Nelson reported that there were two EMS calls in May 2022.

FIRE: A report was submitted by Fire Chief Jeff Joseph and reviewed by the Mayor and Board of Trustees. Mayor Rumpf stated that there were no fire calls in the month of May 2022.

MARSHAL: A report was submitted by Marshal Michael Zamora and reviewed by the Mayor and Board of Trustees.

JUDGE: Deputy Clerk/Court Clerk Carleen Gomez stated there was no report.

PUBLIC WORKS: A report was submitted by Utility Worker Nehemiah Peralta and reviewed by the Mayor and Board of Trustees.

LIBRARY: A report was submitted by Librarian Ivy Stover and reviewed by the Mayor and Board of Trustees.

PUBLIC HEARING - PURSUANT TO NMSA 1978, SECTION 60-6B-4, RESTAURANT A LICENSE (BEER & WINE) APPLICATION #1221781 GOLA'S KITCHEN & EVENTS, LLC, TUMBLEWEEDS DINER 1408 FIRST ST., HWY 60, MAGDALENA, NM 87825

Mayor Rumpf stated that Tumbleweeds Diner had applied for a license and there were previous issues with Village laws. He stated that this issue will be on the November 2022 General Election ballot. He stated that, if approved today, the State of New Mexico will issue a provisional license for Tumbleweeds Diner to use until the election, and that other restaurants will be able to apply for it as well. Fritz Kapraun asked if this would generate more Gross Receipts Tax or Sales Tax revenue to the Village. Mayor Rumpf stated that it would. Mayor Rumpf asked the gallery if there were any opposed to the measure; there were not.

CONSIDERATION & POSSIBLE DECISION TO APPROVE OR DISAPPROVE RESTAURANT A LICENSE (BEER & WINE) APPLICATION #1221781 GOLA'S KITCHEN & EVENTS, LLC, TUMBLEWEEDS DINER 1408 FIRST ST., HWY 60, MAGDALENA, NM 87825

Donna Dawson motioned to approve the license. Harvan Conrad seconded the motion.

Mayor Rumpf requested a roll call vote.

Donna Dawson – AYE

Clark Brown – AYE

Harvan Conrad – AYE

James Nelson – AYE

The motion carried unanimously.

PUBLIC HEARING – DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF EMERGENCY ORDINANCE NO. 2022-01, & PROCLAMATION RESTRICTING THE SALE AND USE OF FIREWORKS IN THE INCORPORATED AREAS OF THE VILLAGE OF MAGDALENA

Mayor Rumpf stated that he spoke with the Gutierrez's and that they do not intend to sell fireworks this year, but others may. He proposed having an event on July 4th with controlled fireworks at the rodeo grounds, with the firetrucks present. Donna Dawson stated that the Village had an obligation to give vendors 20 days' notice and two public hearings before enacting such a measure. Mayor Rumpf stated again that he had already spoken with local vendors. He also stated that the measure is only to restrict the use of certain kinds of fireworks, which pose the highest fire danger. He stated that the Governor's Office is also pushing to restrict certain kinds of fireworks. Attorney Kathy Stout stated that if the weather changes, the Board of Trustees can have another meeting to rescind the ordinance.

FINAL CONSIDERATION – DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF EMERGENCY ORDINANCE NO. 2022-01, & PROCLAMATION RESTRICTING THE SALE AND USE OF FIREWORKS IN THE INCORPORATED AREAS OF THE VILLAGE OF MAGDALENA

Harvan Conrad motioned to approve the Emergency Ordinance No. 2022-01, & Proclamation Restricting the Sale and Use of Fireworks in the Incorporated Areas of the Village of Magdalena. Clark Brown seconded the motion.

Mayor Rumpf requested a roll call vote.

Donna Dawson – NAY

Harvan Conrad – AYE

James Nelson – AYE

Clark Brown – AYE

The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION REGARDING ACCEPTANCE OF BID FOR ADDITION TO MAGDALENA VOLUNTEER FIRE DEPARTMENT

Mayor Rumpf stated he has had an engineering contract drawn up. He stated that there was only one response. He stated that Fire Funds would be used to pay for this. Donna Dawson asked the Board when they approved the Request for Proposals and asked what happened to the other three required bids. Mayor Rumpf stated that only one bid was submitted. He stated that since the total amount is under \$60,000, only three quotes are required.

Donna Dawson motioned to table the decision until the next meeting. Jim Nelson seconded the motion.

Mayor Rumpf requested a roll call vote.

James Nelson – AYE

Harvan Conrad – AYE

Donna Dawson – AYE

Clark Brown – AYE

The motion to table the decision carried unanimously.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL TO POST ASSISTANT CLERK POSITION

Donna Dawson motioned to approve posting the position. Harvan Conrad seconded the motion. The motion carried unanimously.

PUBLIC INPUT – 1 TOPIC PER PERSON - 3 MINUTE LIMIT

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Syreeta McKelvey spoke about wellness-based cannabis sales and stated she would like to bring cannabis sales legally and responsibly to the Village of Magdalena.

Michael Steininger stated that the Department of Finance and Administration approved the Fiscal Year 2023 Budget as submitted. Donna Dawson thanked Mr. Steininger for his work on the budget. Mayor Rumpf thanked everyone for shopping locally. He stated that the Finance Authority approved extended the loan terms for the backhoe to 12 years. He stated he should know by June 23rd whether they approved another police vehicle loan.

ADJOURNMENT

Donna Dawson motioned to adjourn the meeting at 5:35 pm. Clark Brown seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Carleen Gomez, CMC
Deputy Clerk

Richard Rumpf
Mayor

Minutes taken by:

Ivy Stover, Librarian



VILLAGE OF MAGDALENA

Resolution No. 2022-10

POLICY FOR THE ACCEPTANCE OF DEBIT/CREDIT CARDS OR ELECTRONIC TRANSFER AS PAYMENT

WHEREAS, the Board of Trustees of the Village of Magdalena exercises the powers of the Village as a body politic and corporate pursuant to NMSA 1978, Section 3-18-1; and,

WHEREAS, the Board of Trustees is statutorily charged with managing and controlling all property and finances belonging to the Village; pursuant to NMSA 1978, Section 3-12-3; and,

WHEREAS, NMSA 1978, Section 6-10-1.2 (A) Provides that “a state agency or local governing body may accept payment by credit card or electronic means of any amount due under any law or program administered by the agency or local governing body. []The local governing body shall adopt procedures, subject to the approval of the department, on the terms and conditions of accepting payments by credit card or electronic transfer.

NOW THEREFORE, BE IT RESOLVED that the following policy is hereby adopted.

POLICY

This policy applies to all Village of Magdalena Departments that accept or may accept debit or credit cards for payment of utilities and related services.

Section 6-10-1.2 NMSA provides that a local governing body may accept payment by credit card or electronic means and may charge a uniform convenience fee to cover the approximate costs imposed by a financial institution that are directly related to processing a debit/credit card or electronic transfer transaction.

Debit/Credit Card customer information is not subject to Public Records Disclosure. Debit/Credit Card customer information will not be subject for use for commercial purposes.

A. Authorization to Open all Credit and Debit Card Accounts and to Accept Payment

The Village Clerk/Treasurer and his or her designee, may accept payment of debit/credit card or electronic transfer transaction. He or she must also approve and open all debit card accounts and merchant credit card accounts per NMSA 1978, Section 6-10-51. A convenience fee may be charged to the customer pursuant to Section 6-10-1.2(B).

B. Definitions.

1. "Automated Clearing House" or "ACH" means an association of depository institutions that process financial transactions electronically through the Federal Reserve Bank.
2. " Convenience Fee" means a fee that is charged to a customer for the convenience of making an electronic payment. A convenience fee charged to a customer typically covers all or a portion of a payment vendor's transaction costs, as well as any other additional fees that are charged by an agency to recover direct costs associated with an electronic payment.
3. "Credit Card" means a card indicating that the holder named on the card has obtained a revolving line of credit from the financial institution issuing the card up to a certain dollar amount valid to a specified date shown on the card. A credit card may be used to pay for goods and services from merchants or organizations participating in the corresponding credit card program.
4. "Debit Card" means a card indicating that the holder named on the card has an open account in a financial institution shown on the card that the holder named on the card is authorized to pay for purchases of goods and services from participating merchants so long as the account is valid and has adequate funds to cover the cost of either goods or services, or both, at the time of the transaction.
5. "Customer" means a person who is paying property tax or related services with an electronic payment, such as a credit card, debit card or electronic check.
6. "Electronic Check" or "e-check" means an ACH debit that is initiated by the customer or agency on the internet against an open account in a financial institution that is authorized for use to pay for purchases of goods and services from participating merchants so long as the account is valid and has adequate funds to cover the cost of either goods or services, or both, at the time of the transaction. This is also known as an internet check.
7. "Electronic Payments" means any financial transaction by which funds are transferred to through any type of electronic payment option or method. The electronic payment options include, but are not limited to; Internet payment processing, point-of-sale payment processing, and interactive voice response (telephone payments). The methods of payment include but are not limited to: automated clearing house (ACH), credit cards, debit cards, ACH debit processing and wire transfers.
8. "Electronic Payment Services" means any service provided by a vendor who acts as an intermediary in processing an electronic payment, including, but not limited to: merchant banking services, credit card payment processing, ACH debit processing, and internet payment gateway services. Depending on how contracts with third party vendors are

established, electronic payment services may be coordinated by a single vendor or multiple vendors.

9. "Electronic Payment Processing Protocol" means the standard processes used by the Village of Magdalena when accepting electronic payments from customers, including, but not limited to, contracts with financial service providers and business procedures.
10. "Interactive Voice Response System" (IVR) means a system that allows users to pay for services over the telephone or other audio-signal carrier using a credit card.
11. "Internet Payment Gateway Service" means a service provided by a vendor that directs an internet payment transaction to the appropriate third-party payment processor who facilitates the transfer of funds from a specific financial institution.
12. "Merchant Banking Service" refers to the designated bank or banking service that processes an electronic payment.
13. "Payment Vendor" means a service provider who is involved with the electronic payment transaction, including, but not limited to: merchant bank, credit card issuer, credit card association, internet payment gateway, ACH or credit card payment processor.
14. "Personal Financial Information" means the information provided by the customer in the course of completing a payment transaction with RWW through an electronic transfer of funds, including, but not limited to credit card number, debit card number and bank account number.
15. "Point-of-Sale" or POS is a payment option that performs a real-time payment authorization of a customer's account when the customer presents their credit card (or other payment method) in-person at the time of sale.
16. "Transaction Fee" means the same as "transaction cost" and refers to the cost incurred by a payment vendor for executing an electronic payment. If an agency passes all or a portion of this transaction cost on to the customer, then the resulting fee to the customer is typically called a "convenience fee" (see definition above).

C. Procedures.

1. The Village may accept electronic payments for services pursuant to NMSA 1978, Section 6-10-1.2.
2. The Village must comply with the electronic payment processing protocol and procedural steps as set forth in these administrative policies and procedures.
 - a. Electronic Payment Processing Protocol and Privacy. The Village, with technical assistance and equipment, if necessary, shall establish and maintain the protocol for electronic payment processing, including, but not limited to, contracts for electronic payments, convenience fees, and standard business processes and procedures.
 - b. The Village shall not store a customer's personal financial information in a database

accessible to the public. If the Village has a legal and justifiable business need to store personal financial information obtained from customers during an electronic payment transaction, the Village is required to provide written procedures and policies for the safekeeping of such personal financial information. Such written procedures and policies shall include the names of employees who will have access to such personal financial information. Such procedures and policies shall be forwarded to the Mayor for written approval before storing personal financial information in a database accessible to employees.

3. **Contracts.** The Village Treasurer, subject to the approval of the Board of Trustees, may procure and administer contracts with vendors for the acceptance and processing of electronic payments, including, but not necessarily limited to: merchant banking services, internet payment gateway services, and third party electronic payment processors.
4. **Convenience and Transaction Fees**
 - a. A convenience fee greater than the cost of a payment vendor's transaction fee may be charged to the customer for an electronic payment. Convenience fees may be calculated to recover all a payment vendor's transaction costs, as well as any additional direct costs borne by the Village.
 - b. Use of a convenience fee and the methodology used in calculating it must be in accordance with the contracts has established with its payment vendors.
5. The Treasurer is responsible for tracking, researching and recording all credit/debit card transactions or electronic transfer for reconciliation purposes.
6. Acceptance of debit/credit cards or electronic transfer from the internet shall be done in a secure fashion and on a secure system.
7. Debit/Credit card payments will be accepted in person by POS, or electronically online through the internet payment gateway or through a telephone IVR system. Payments will not be accepted by mail or email.

Approved: _____
Richard Rumpf, Mayor

Attested: _____
Carleen Gomez, CMC – Deputy Clerk

Approved: _____
Department of Finance & Administration
Local Government Division, Budget & Finance Bureau

PROPOSAL

LAR-CO CONSTRUCTION

PO BOX 446
SOCORRO, NM 87801
Cell: 505-550-3193

NO: 4140
DATE: 27 MAY 2022
STREET NO:

PROPOSAL SUBMITTED TO:	WORK TO BE PERFORMED AT:
NAME: Village of Magdalena	NAME: Fire Department
STREET: 108 N. MAIN ST	STREET: 700 First Street
CITY: Magdalena	CITY: Magdalena STATE NM 87825
STATE: New Mexico 87825	DATE OF PLANS: June 19, 2021
PHONE:	ARCHITECT: Jon Mortenson PE. 8704

WE HEREBY PROPOSE TO FURNISH THE MATERIALS AND PERFORM THE LABOR NECESSARY FOR THE COMPLETION OF

CONSTRUCTION OF AN ADDITION TO THE FIRE DEPARTMENT ON EXISTING CONCRETE SLAB AS FOLLOWS: ALL CONSTRUCTION AS PER ENGINEERED PLANS. DRILL HOLES IN CONCRETE AND INSTALL ANCHOR BOLTS WITH EPOXY ADHESIVE. INSTALL ALL POST WELD PLATES AS PER PLAN. AND WELD POSTS TO PLATES. INSTALL TRUSSES ON 4X4 POSTS. INSTALL WALL PURLINS ON POSTS AND ROOF PURLINS ON TRUSSES. INSTALL R-10 WRAP AND U-PANELS AT WALLS AND ROOF WITH BUTYL RUBBER CAULKING ON OVERLAPS AS PER PLAN. INSTALL CORNER TRIM, J-TRIM, RAIN GUTTER & DOWN SPOUTS AS PER PLAN. INSTALL 2-12X14 OVERHEAD DOORS AND ONE (1) 36" X 80" METAL DOOR.

INSTALL (1) ONE HANGING L.P. GAS HEATER - VENTING AND GAS LINES FROM EXISTING GAS LINES IN EXISTING BUILDING. (6) SIX (6) LIGHTS AND 6 OUTLETS. CLEAN-UP CONSTRUCTION DEBRIS AND HAUL TO SOCORRO LANDFILL.

A CONTINGENCY MAY BE ADDED TO OFFSET THE RAPID COST OF MATERIALS QUOTED BETWEEN TIME OF QUOTE AND COMPLETION OF PROJECT.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED AND THE ABOVE WORK TO BE PERFORMED IN ACCORDANCE WITH THE DRAWING AND SPECIFICATIONS SUBMITTED FOR ABOVE WORK AND COMPLETED IN A SUBSTANTIAL WORKMAN-LIKE MANNER FOR THE SUM OF DOLLARS (\$)

WITH PAYMENTS TO BE MADE AS FOLLOWS: \$ 57,700.00 - Fifty-Seven Thousand Four Hundred Dollars

ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS, WILL BE EXECUTED ONLY UPON WRITTEN ORDER, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENT CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL.

RESPECTFULLY SUBMITTED Lony Vigil
PER DBA. LAR-Co Construction

NOTE - THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN _____ DAYS.

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

DATE: _____ SIGNATURE: _____

SIGNATURE: _____