



**VILLAGE OF MAGDALENA**

PO BOX 145, MAGDALENA, NM 87825  
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WWW.VILLAGEOFMAGDALENA.COM

**AGENDA**

**NOTICE OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES**

**MONDAY, APRIL 11, 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- March 28, 2022
6. APPROVAL OF CASH BALANCE REPORTS
7. APPROVAL OF BILLS
8. MAYOR'S REPORT
9. CLERK'S REPORT
10. DEPARTMENT REPORTS
  - a. EMS
  - b. FIRE
  - c. MARSHAL
  - d. JUDGE
  - e. PUBLIC WORKS
  - f. LIBRARY
11. BEASLEY, MITCHELL & CO., LLP – PRESENTATION AND DISCUSSION REGARDING FISCAL YEAR 2021 AUDIT
12. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF RESOLUTION NO. 2022-04, ACCEPTANCE AND APPROVAL OF THE FISCAL YEAR 2021 AUDIT
13. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF QUARTERLY REPORT FOR MARCH 31, 2022
14. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF FIRE DEPARTMENT BYLAWS

15. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL TO PURCHASE UTILITY TRAILER FOR UTILITY DEPARTMENT

16. 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. DEPUTY MARSHAL

- 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

17. DISCUSSION & POSSIBLE DECISION TO HIRE DEPUTY MARSHAL

18. 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](mailto:clerk@villageofmagdalena.com) and/or [mayor@villageofmagdalena.com](mailto:mayor@villageofmagdalena.com) THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, APRIL 11, 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.

19. 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, MARCH 28, 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 5:05 p.m.

**PRESENT:** Mayor Richard Rumpf, Trustee James Nelson, Trustee Clark Brown, Trustee Harvan Conrad, Kathy Stout – Attorney, Carleen Gomez-Deputy Clerk

**PARTICIPATING VIA ZOOM VIDEO CONFERENCE:** Trustee: Donna Dawson

**GUESTS:** Marva Brunson, Brian Waterman, Michael Zamora – Marshal, Sabrina A. Aragon – Assistant Clerk

Mayor Richard Rumpf requested that all those present recite the Pledge of Allegiance.

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

**APPROVAL OF MINUTES:** Clark Brown motioned to approve the minutes of the March 14, 2022, meeting, with no amendments. Harvan Conrad seconded the motion. The motion carried unanimously.

### APPROVAL OF CASH BALANCE REPORT:

Donna Dawson motioned to approve both cash balance reports presented. Clark Brown seconded the motion. The motion carried unanimously.

### APPROVAL OF BILLS:

Deputy Clerk Gomez stated there is a \$4,834.68 addition to the bill list to be paid to the Zamora Brothers. She pointed out that approval of this being paid out with American Rescue Funding is on the agenda and that will determine where it is paid from. Jim Nelson moved to approve the bill list with the addition. Clark Brown seconded the motion. The motion carried unanimously.

### BILL LIST

Amazon Credit Plan	\$2361.55
A-X Propane	\$635.70
City of Socorro	\$783.00
Napa Auto Parts	\$612.16
O'Reilly Auto Parts	\$637.07
Overdrive	\$1532.50

Quick Med Claims, LLC	\$83.21
Socorro Electric Coop	\$3811.77
W.S. Darley	\$3495.98
Zamora Brothers	\$4834.68
<b>TOTAL</b>	<b>\$18787.62</b>

### **MAYOR'S REPORT**

Mayor Richard Rumpf stated that the company who is drilling the Well hit soft spots and had to pump in special cement. Mayor Rumpf added that there is a cost increase of \$112,000.00 and we have additional funds to cover additional costs. The company drilling the Well is at around 194 ft. deep and they are drilling up to a foot per hour. They hit limestone and are bringing in a special hammer drill bit to get through the limestone. The Well should be finished within the next 10 days.

### **CLERK'S REPORT**

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

### **MARVA BRUNSON – UPDATE REGARDING PAINTING OF STEERS TANK**

Mrs. Marva Brunson stated that she and Trustee Clark Brown would like to get final approval to begin painting the Steers Tank east of Magdalena. Due to personal issues the project was not able to proceed when the Council approved the plan to paint the Steers Tank approximately one year ago. Mayor Rumpf told Mrs. Brunson that the Steers Tank belongs to the Village, and it is on Village property which is why council approval is needed. Mrs. Brunson stated the painting will be controlled privately by the people unless the Village wants to help and is going to be separate from politics. Mrs. Brunson stated that funding will come from several types of donations, being machinery, paint and monetary. She stated that an account will be set up at First State Bank for donations and finances will be shared publicly. Kim Meyers is going to be the artist Ms. Meyers is the one that put all the information and the art together. Mrs. Brunson stated she wants to put advertisements and any past, present, and future sport State championships Magdalena School's has won. The tank is not going to be completely changed the Steer is going to remain and be touched up. Mayor Rumpf gave permission to officially access Village property to start the project. Mayor Rumpf stated that because it was already approved one year ago it did not need to be motioned again but there should be updates.

### **DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF FIRE DEPARTMENT BYLAWS**

Trustee Donna Dawson stated that she still has questions about the bylaws. Mayor Rumpf stated that Ms. Dawson needs to personally talk to him about the questions she has. Ms. Dawson agreed. Trustee Jim Nelson has finished the grammar corrections to the bylaws.

Donna Dawson motioned to postpone the item until the next agenda. Harvan Conrad seconded the motion. The motion carried unanimously.

### **DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF RESOLUTION NO. 2022-03, A RESOLUTION INITIATING AN ELECTION WITHOUT A PETITION FROM QUALIFIED ELECTORS ON THE QUESTION OF WHETHER TO APPROVE THE ISSUANCE OF RESTAURANT LICENSES FOR THE SALE OF BEER OR WINE**

Attorney Kathy Stout stated that the ABC State Alcohol and Beverage Division believed Magdalena got grandfathered in prior to 1981. The Village cannot approve the issuance of restaurant and other local transfer licenses for the sale of beer or wine until we have the necessary elections due to our Village being so small. There will be two questions for the General Election in November 2022 to handle this issue. While the applicant is waiting for the General Election, they will be granted a provisional license until we have the

necessary election. The usual way to get the questions on the General Election is through a petition but they can override this and are allowing the Village to pass this Resolution instead. If the Licenses are not voted in favor of, the applicant will lose their provisional license.

Donna Dawson motioned to approve Resolution No. 2022-03. Harvan Conrad seconded the motion.

Mayor Rumpf requested a roll call vote:

James Nelson – AYE

Harvan Conrad – AYE

Clark Brown – AYE

Donna Dawson - AYE

The motion carried unanimously.

## **DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL TO RE-ALLOCATE AMERICAN RESCUE FUNDING**

### **a. ROAD IMPROVEMENTS TO WATER TANKS**

Mayor Rumpf stated when this was initially allocated, he listed Benjamin Well as a use for the American Rescue Funding. Mayor Rumpf stated that in meeting with the engineers that we will have more than enough money to accomplish that project. We received a \$210,000 allocation from the State to put a new water tank on the hill the money from the (cares act) and can be used for infrastructure including water, wastewater, and broadband. Mayor Rumpf stated that he would like to re-allocate that money to the water tanks on the hill. The road improvement portion of it was also requested by the Environment Department because the road was not adequate to get up to the water tanks in case of an emergency. He would like the road improvements to be paid through the America Rescue Funding.

Donna Dawson made the motion to approve the request from Mayor Rumpf for item A. Clark Brown 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.

### **b. QUOTE TO REMOVE WATER STORAGE TANK**

Mayor Rumpf stated that we need a quote to remove the water storage tank and he researched companies in New Mexico. He stated that many of the companies are dealing with fuel tanks, oil tanks and underground tanks and not water tanks. Mayor Rumpf has now found a company that deals with water tanks in New Mexico and the State would rather see money spent here. The company already looked at the site and has a plan to remove the water storage tank.

James Nelson made the motion to approve item B. Donna Dawson seconded the motion.

Mayor Rumpf requested a roll call vote:

Harvan Conrad – AYE

James Nelson – AYE

Clark Brown – AYE

Donna Dawson – AYE

The motion carried unanimously.

**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 SECTIN 10-15-1, ONLY THE FOLLOWING MATTER WILL BE DISCUSSED IN CLOSED SESSION:**

**a. DEPUTY MARSHAL**

- **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 STATUE SECTION 10-15-1**

Donna Dawson moved to go into Executive Session at 5:40 p.m. James 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 carried unanimously.

Donna Dawson made a motion to return to Regular Session at 5:53 p.m. and certified that only the item on the agenda was discussed and no decisions were made. James 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 carried unanimously.

**DISCUSSION & POSSIBLE DECISION TO HIRE DEPUTY MARSHAL**

Donna Dawson motioned to approve the hiring of Mr. Brian Waterman as Deputy Marshal. Clark Brown seconded the motion.

Mayor Rumpf requested a roll call vote:

Clark Brown – AYE

Harvan Conrad – AYE

James Nelson – AYE

Donna Dawson – AYE

The motion carried unanimously.

Brian Waterman stated he appreciates the opportunity, and he is very thankful to the Village for hiring him. He started as a Corrections Officer in 1986 and then went into Law Enforcement in Michigan and then New Mexico. He was the Police Chief in Loving New Mexico before he came to work in Magdalena. He is glad to bring his training and experience to Magdalena and is getting along with everyone great so far, he is hoping to give the Village 10-15 years of service.

**PUBLIC INPUT – 1 TOPIC PER PERSON – 3 MINUTE LIMIT**

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MONDAY, MARCH 28, 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.

There was no public comment.

**ADJOURNMENT**

Donna Dawson motioned to adjourn the meeting at 5:58 pm. Clark Brown seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Sabrina Aragon  
Assistant Clerk

Richard Rumpf  
Mayor

## **Carleen Gomez**

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**From:** James Nelson  
**Sent:** Thursday, April 7, 2022 7:51 PM  
**To:** Carleen Gomez  
**Subject:** RE: Dept Reports Due 4/8/2022

9 EMS calls in March.

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April 6, 2022

To: Village of Magdalena Trustees, Mayor of Magdalena  
From: Jeff Joseph, Chief - Magdalena Volunteer Fire Department  
Subject: Monthly Report for March 2022

New washing machine for bunker gear has been received. Will be installed in April.

High intensity lights were installed in the bays to improve working conditions.

Plans for a new washing machine, and drying rack are underway.

Carol Brackman has volunteered to do ride-alongs with the EMS team. She intends to study for EMT licensing.

Bollards are to be installed in April as weather has improved.

#### Business and Training Meetings

- March 5th Action training video on SCBA use. Hands-on training with SCBA.
- March 12th Second portion of Action Video training on SCBA. Further hand-on instruction in their use.
- March 19th Training on pumps
- March 26th Hand-ons training

Email account for the Fire Chief is, [magvfdchief@gmail.com](mailto:magvfdchief@gmail.com). Please feel free to contact me there.

## Magdalena Marshal's Office

<b><i>Monthly Report</i></b>	<b><u>Month: March</u></b>	<b><u>Year: 2022</u></b>
Marshal Zamora	ID#:Mag-1	
<b>Total Miles Driven:</b>		
<b><u>GENERAL CALLS:</u></b>	<b><u>AMOUNT</u></b>	<b><u>REVENUE</u></b>
TRAFFIC CITATIONS: <b>Village Ordinances</b>	7	4-C/A 3-P/A 162.00
TRAFFIC CITATIONS: <b>State Statutes</b>		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS		
FELONY ARRESTS		
MISDEMEANOR ARRESTS		
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS	4	
JUVENILE CASES		
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY	3	
<b><u>ASSISTANCE CALLS:</u></b>		
AMBULANCE/FIRE		
PUBLIC SERVICE	10	
NM STATE POLICE		
SHERIFF'S OFFICE		
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
<b><u>OTHER:</u></b>		
ALARM CALLS		
FINGERPRINTING		
Driving Tests	1	
Misc. Cases	10	
<b><u>TOTALS:</u></b>	35	162

**MAGDALENA MARSHAL DEPARTMENT****MONTHLY VEHICLE EXPENDITURE REPORT**

For the month of :    March    Year:    2022

License Number: \_ G93062

Make and Model: \_ FORD EXPID.2015

Report due in NO LATER THAN THE 10th OF THE MONTH

Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuel Gallons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1								01 Chassis Maintenance
2	72257	72460	203	20.6	76.45			02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair    15
10								11 Wash and Wax
11								(Attach Copy of Invoices)
12								Invoice No.: _____ Amt.\$ _____
13								10
14								Invoice No.: _____ Amt.\$ _____
15								Date _____
16	72460	72629	169	19.4	86.7			Invoice No.: _____ Amt.\$ _____
17								Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$ _____
19								Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$ _____
21								Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24								Invoice No.: _____ Amt.\$ _____
25								Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$ _____
29	72629	72829	200	20.7	95			Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31								
Totals			572	60.7	258.15			\$15.00

I certify that the above is correct to the best of my knowledge.

**Signature:****Title:** MARSHAL

## Magdalena Marshal's Office

<b><i>Monthly Report</i></b>	<u>Month: March</u>	<u>Year: 2022</u>
	ID#: Mag-2	
<b>Total Miles Driven:</b>		
<b><u>GENERAL CALLS:</u></b>	<b><u>AMOUNT</u></b>	<b><u>REVENUE</u></b>
TRAFFIC CITATIONS: <b>Village Ordinances</b>	16	\$864.00
TRAFFIC CITATIONS: <b>State Statutes</b>	0	0
CRIMINAL CITATIONS	0	0
ANIMAL CONTROL CITATIONS	0	0
TRAFFIC ACCIDENTS	0	0
D.W.I. ARRESTS	0	0
FELONY ARRESTS	0	0
MISDEMEANOR ARRESTS	3	0
12 HOUR HOLD ARREST	0	0
CRIMINAL INVESTIGATIONS	1	0
JUVENILE CASES	0	0
DOMESTIC CASES	1	0
CRIMINAL DAMAGE / PROPERTY	0	0
<b><u>ASSISTANCE CALLS:</u></b>		
AMBULANCE/FIRE	2	0
PUBLIC SERVICE	1	0
NM STATE POLICE	0	0
SHERIFF'S OFFICE	0	0
NM GAME & FISH	0	0
NM LIVESTOCK BOARD	0	0
US BORDER PATROL	0	0
US FOREST SERVICE	0	0
<b><u>OTHER:</u></b>		
ALARM CALLS	0	0
FINGERPRINTING		
Driving Tests	1	
Misc. Cases	2	
<b><u>TOTALS:</u></b>	20	\$864.00

**MAGDALENA MARSHAL DEPARTMENT****MONTHLY VEHICLE EXPENDITURE REPORT**

For the month of : March Year: 2022

License Number: G97489

Make and Model: Chevy Silverado

2017

Report due in NO LATER THAN THE 10th OF THE MONTH

Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuel Gallons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1								01 Chassis Maintenance
2								02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair
10								11 Wash and Wax
11								(Attach Copy of Invoices)
12								Invoice No.: _____ Amt.\$
13								10
14								Invoice No.: _____ Amt.\$
15	103550	103528	8	####	\$72.90			Date
16								Invoice No.: _____ Amt.\$
17								Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$
19	103528	103575	47	15.19	\$66.48			Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$
21								Code: _____ Date: _____
22	103575	103717	189	15.89	\$71.72			Invoice No.: _____ Amt.\$
23								Code: _____ Date: _____
24								Invoice No.: _____ Amt.\$
25								Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$
27	103717	103874	157	13.34	68.82	1	9.65	Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$
29								Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$
31								
Totals			401	60.8	279.92	1	9.65	

I certify that the above is correct to the best of my knowledge.

Signature: Title:  M-2

# Magdalena Marshal's Office

<b>Monthly Report</b>	<u>Month: MAR</u>	<u>Year: 2022</u>
	ID#:Mag-2	
<b>Total Miles Driven:</b>		
<b><u>GENERAL CALLS:</u></b>	<b><u>AMOUNT</u></b>	<b><u>REVENUE</u></b>
TRAFFIC CITATIONS: <b>Village Ordinances</b>	5	202
TRAFFIC CITATIONS: <b>State Statutes</b>		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS		
FELONY ARRESTS		
MISDEMEANOR ARRESTS		
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS		
JUVENILE CASES		
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY		
<b><u>ASSISTANCE CALLS:</u></b>		
AMBULANCE/FIRE		
PUBLIC SERVICE		
NM STATE POLICE		
SHERIFF'S OFFICE		
NM GAME & FISH		
NM LIVESTOCK BOARD		
US BORDER PATROL		
US FOREST SERVICE		
<b><u>OTHER:</u></b>		
ALARM CALLS		
FINGERPRINTING		
Driving Tests		
Misc. Cases		
<b>TOTALS:</b>	5	202





## **JUDGE'S REPORT MARCH 2022**

The Magdalena Municipal Court continues to follow all required COVID guidelines set forth by the Supreme Court of the State of New Mexico. At this time, most Court cases continue to be heard telephonically with some trials held in-person.

### **Cases heard in MARCH 2022**

#### **8-2-2 Battery – Telephonic Trial**

Case was continued and dismissed due to lack of evidence.

**Total: \$0.00**

#### **12-6-1 Speeding 83 mph/45 mph zone – Telephonic Trial**

Defendant pled not guilty. Judge Armijo found the defendant guilty and charged the court fee of \$29 and a fine of \$229 to be paid within 30 days.

**Total: \$258.00**

#### **12-6-1 Speeding 61 mph/45 mph zone – Telephonic Trial**

Defendant pled not guilty. Judge Armijo found the defendant guilty and charged the court fee of \$29 and a fine of \$94 due within 30 days.

**Total: \$123.00**

#### **12-6-1 Speeding 61 mph/30 mph zone – Telephonic Trial**

Defendant pled not guilty. Defendant was not disputing their speed but was disputing the speed zone in which they were cited. Officer moved to dismiss the case.

**Total: \$0.00**

#### **12-6-1 Speeding 47 mph/30 mph zone – Telephonic Trial**

Defendant pled not guilty. Judge Armijo gave the defendant a 90 day deferral and charged the \$29 court fee due within 30 days.

**Total: \$29.00**

**12-6-12.3 Reckless Driving – Telephonic Trial**

Defendant pled not guilty. Judge Armijo found the defendant guilty and charged the \$29 court fee and a \$50 fine due within 30 days.

**Total: \$79.00**

**12-6-1 Speeding 43 mph/30 mph zone – Telephonic Trial**

Defendant paid the citation in the amount due of \$59 and chose not to go to trial.

**Total: \$59.00**

**12-6-1 Speeding 80 mph/55 mph zone – Telephonic Arraignment**

Defendant chose to pay the citation in the amount of \$129 and chose not to go to trial.

**Total: \$129.00**

**12-6-1 Speeding 81 mph/55 mph zone – Telephonic Arraignment**

Defendant pled no contest. Judge Armijo gave defendant a 90 day deferral and charged the \$29 court cost due within 30 days.

**Total: \$29.00**

**12-6-126 Suspended Driver's License – Telephonic Arraignment**

Defendant did not provide a working phone number to be contacted for telephonic arraignment. Judge Armijo asked that case be continued to the next court date to give defendant a chance to contact the courts.

**Total: \$0.00**

**12-6-1 Speeding 43 mph/30 mph zone – Telephonic Arraignment**

Defendant pled not guilty. Trial was scheduled for April 11, 2022 at 10:00AM.

**Total: \$0.00**

**12-6-1 Speeding 40 mph/30 mph zone – Telephonic Arraignment**

Defendant chose to pay citation in the amount of \$54.00 and not go to trial

**Total: \$54.00**

**TOTAL: \$760.00**

Respectfully Submitted,

Simon Armijo  
Magdalena Municipal Judge

  
Carleen Gomez, CMC  
Deputy Clerk/Court Clerk



## Librarian's Report March 2022

<b>Days Open</b>	21 (123 hours)	<b># of Volunteers</b>	3
<b>Days Closed</b>	2	<b>Volunteer Hours</b>	50
<b>Total Visitors</b>	337		
<b>Museum Visitors</b>	28	<b>New Library Cards</b>	4

### Events:

<b>Number of Events:</b>	9	<b>Attendance:</b>	76
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<b>Date:</b>		<b># of People:</b>
3/3/2022	Friends of the Library	3 Adults
3/4/2022	Code Club	11 Kids + 1 Adult
3/10/2022	Library Board Meeting	3 Adults
3/11/2022	Code Club	13 Kids + 1 Adult
3/16/2022	PreK Visit	9 Kids + 3 Adults
3/18/2022	Code Club	4 Kids + 2 Adults
3/19/2022	Garden Cleanup	3 Adults
3/24/2022	Book Club	6 Adults
3/25/2022	Code Club	16 Kids + 1 Adult

### Circulation

<b>PHYSICAL</b>		<b>DIGITAL</b>	
# of Books	170	# of eBooks	64
# of Books on CD	2	# of Online Audio	84
# of DVDs	1123		
<b>Total Physical</b>	<b>295</b>	<b>Total Digital</b>	<b>148</b>
<b>Total Circulation</b>	443 + 2 Museum Passes		
ILL Processed	7 Requested, 7 Received, 1 Returned		

### Computers/Wi-Fi

<b># Computer Sign ins</b>	30 + 49 Code Club = 79
<b>Total Unique Wi-Fi Devices</b>	175
<b>Avg. # Wi-Fi Devices per day</b>	21
<b>Avg. Data Usage per Device</b>	3.8 GB

**Other:**

3/15 Library closed. Ivy was on personal leave and the volunteer was unable to make it.

3/26 Library closed due to family emergency.

Our final Reimbursement Request for the 2018 GO Bond was sent and accepted 3/24, about a week before the April 1<sup>st</sup> deadline. All of the 2018 GO Bond money was spent.

2020 GO Bond money is available. The total amount is \$5,950.91 and the deadline to request reimbursement is April 1, 2024. As this deadline is after the ARPA deadline, I won't be using 2020 GO Bond funds until after the ARPA funds are spent.

The American Rescue Plan Act (ARPA) money came in March and is available to spend. The total is \$17,828 and the deadline for spending is September 30, 2022. I am researching maker-spaces (a collaborative workspace for learning, exploring, and using new technologies). Specifically, I'm looking into possibly getting a 3-D Printer, a laminator, and possibly a poster printer for the library.

**Respectfully Submitted,  
Ivy Stover,  
Library Director**

**BRIAN S. COLÓN, ESQ. CFE**  
STATE AUDITOR



**NATALIE CORDOVA, CPA**  
DEPUTY STATE AUDITOR

**State of New Mexico**  
**Office of the State Auditor**

CONSTITUENT SERVICES  
(505) 476-3821

Via: Email

3/30/2022

OSA Ref No. 6118

Carleen Gomez, Deputy Clerk/Court Clerk  
cgomez@villageofmagdalena.com  
Village of Magdalena

Re: Authorization to Release 2021 Village of Magdalena Audit Report

The Office of the State Auditor (OSA) received the audit report for your agency on 6/15/2021. The OSA has completed the review of the audit report required by Section 12-6-14(B) NMSA 1978 and any applicable provisions of the Audit Rule. This letter is your authorization to make the final payment to the Independent Public Accountant (IPA) who contracted with your agency to perform the financial and compliance audit. In accordance with the audit contract, the IPA is required to deliver to the agency the number of copies of the report specified in the contract.

Pursuant to Section 12-6-5 NMSA 1978, the audit report does not become a public record until five days after the date of this release letter, unless your agency has already submitted a written waiver to the OSA. Once the five-day period has expired, or upon the OSA's receipt of a written waiver:

- the OSA will send the report to the Department of Finance and Administration, the Legislative Finance Committee and other relevant oversight agencies;
- the OSA will post the report on its public website; and
- the agency and the IPA shall arrange for the IPA to present the report to the governing authority of the agency, per the Audit Rule, at a meeting held in accordance with the Open Meetings Act, if applicable.

The IPA's findings and comments are included in the audit report on page 79-82. It is ultimately the responsibility of the governing authority of the agency to take corrective action on all findings and comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "B. Colón", with a stylized flourish at the end.

Brian S. Colón, Esq. CFE  
State Auditor

cc. Beasley, Mitchell & Co., LLP



## RESOLUTION NO. 2022-04

### ACCEPTANCE AND APPROVAL OF THE FY 2021 AUDIT

**WHEREAS**, the Village of Magdalena is required by Statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2021; and,

**WHEREAS**, the Board of Trustees has directed the accomplishment of the audit for FY2021 be completed; and,

**WHEREAS**, this audit has been completed and presented to the Village of Magdalena Board of Trustees on April 11, 2021 and letter from the State Auditor authorizing release of the FY2021 audit dated March 30, 2022.

**WHEREAS**, NMAC 2.2.2.10(M)(4) provides in pertinent part that "Once the audit report is officially released to the agency by the State Auditor (by release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;" and,

**NOW THEREFORE, BE IT RESOLVED**, that the **VILLAGE OF MAGDALENA** does hereby accept and approve the completed audit report and findings as indicated within this document.

**ACCEPTED AND APPROVED** this 11<sup>th</sup> day of April, 2022 in regular session by the Board of Trustees, at the Village of Magdalena, Socorro County, New Mexico.

#### ROLL CALL VOTE:

Trustee James Nelson	YES	NO
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\_\_\_\_\_  
Richard Rumpf, MAYOR

Trustee Harvan Conrad	YES	NO
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ATTEST:

Trustee Donna Dawson	YES	NO
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\_\_\_\_\_  
Carleen Gomez, DEPUTY CLERK

Trustee Clark Brown	YES	NO
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**State of New Mexico**  
**Local Government Budget Management System (LGBMS)**  
**Report Recap - Fiscal Year 2021-2022 - Magdalena (Village) - FY2022 Q3**

Printed from LGBMS on 2022-04-06 14:23:05

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Adjustments	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	195,983.00	0.00	559,016.07	-10,000.00	339,779.26	1,178.68	406,398.49	28,314.94	378,083.55
20100 Corrections	30,390.00	0.00	2,704.00	0.00	0.00	0.00	33,094.00	0.00	33,094.00
20900 Fire Protection	70,580.00	0.00	89,988.00	-17,321.00	34,687.53	-0.05	108,559.42	0.00	108,559.42
21100 Law Enforcement Protection	2,691.00	0.00	21,200.00	0.00	21,926.78	-0.63	1,963.59	0.00	1,963.59
21400 Lodgers' Tax	2,200.00	0.00	5,342.22	0.00	1,529.64	-0.17	6,012.41	0.00	6,012.41
26000 American Rescue Plan Act	0.00	0.00	107,175.50	0.00	18,884.69	0.00	88,290.81	0.00	88,290.81
30300 State Legislative Appropriation Project	0.00	0.00	16,304.00	0.00	64,792.48	0.00	-48,488.48	0.00	-48,488.48
40400 NMFA Loan Debt Service	0.00	99,316.92	101,038.95	29,915.12	37,105.03	-94,200.68	98,965.28	0.00	98,965.28
50100 Water Enterprise	121,415.00	0.00	164,952.23	-6,298.95	116,806.36	-3,087.15	160,174.77	0.00	160,174.77
50200 Solid Waste Enterprise	71,579.00	0.00	320,780.46	-3,147.55	386,122.99	-1,663.34	1,425.58	0.00	1,425.58
50300 Wastewater/Sewer Enterprise	17,980.00	0.00	69,879.76	-3,147.62	58,503.64	-1,224.72	24,983.78	0.00	24,983.78
50500 Ambulance Enterprise	14,943.00	0.00	293,999.22	0.00	292,711.18	-0.15	16,230.89	0.00	16,230.89
52400 Museum/Library Enterprise	13,093.00	0.00	15,823.92	10,000.00	33,946.00	0.20	4,971.12	0.00	4,971.12
79900 Other Trust & Agency	34,993.00	0.00	1,350.00	0.00	1,458.00	1,765.17	36,650.17	0.00	36,650.17
<b>Totals</b>	<b>575,847.00</b>	<b>99,316.92</b>	<b>1,769,554.33</b>	<b>0.00</b>	<b>1,408,253.58</b>	<b>-97,232.84</b>	<b>939,231.83</b>	<b>28,314.94</b>	<b>910,916.89</b>

**State of New Mexico**  
**Local Government Budget Management System (LGBMS)**

**Year-to-Date Actuals - Fiscal Year 2021-2022 - FY2022 Q3**  
**Magdalena (Village) - Entity**  
**Summary Report Sorted by Fund and Department**

Printed from LGBMS on 2022-04-06 14:24:03

**11000 General Operating Fund**

**10000 Assets**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
10100 Cash Assets	236,052.92	269.17	236,322.09	224,297.94	12,024.15	94.91
12000 Receivables	0.00	0.00	0.00	1,178.68	(1,178.68)	inf
<b>0001 Totals</b>	<b>236,052.92</b>	<b>269.17</b>	<b>236,322.09</b>	<b>225,476.62</b>	<b>10,845.47</b>	<b>95.41</b>
<b>10000 Assets Totals</b>	<b>236,052.92</b>	<b>269.17</b>	<b>236,322.09</b>	<b>225,476.62</b>	<b>10,845.47</b>	<b>95.41</b>

**20000 Liabilities**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
21000 Payables	0.00	0.00	0.00	0.00	0.00	nan
<b>0001 Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>nan</b>
<b>20000 Liabilities Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>nan</b>

**40000 Revenues**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
41000 Taxes Local Effort	112,872.00	0.00	112,872.00	151,609.74	(38,737.74)	134.32
42000 Taxes State Shared	109,502.00	0.00	109,502.00	136,821.87	(27,319.87)	124.95
43000 Licenses and Permits	2,090.00	0.00	2,090.00	1,670.00	420.00	79.90
44000 Charges for Services	4,583.00	0.00	4,583.00	5,463.35	(880.35)	119.21
45000 Fines & Forfeits	8,298.00	0.00	8,298.00	6,362.00	1,936.00	76.67
46000 Miscellaneous Revenues	119.00	0.00	119.00	22,439.21	(22,320.21)	18,856.48
47000 Intergovernmental Grants (Distributions)	180,000.00	0.00	180,000.00	234,649.90	(54,649.90)	130.36
<b>0001 Totals</b>	<b>417,464.00</b>	<b>0.00</b>	<b>417,464.00</b>	<b>559,016.07</b>	<b>(141,552.07)</b>	<b>133.91</b>
<b>40000 Revenues Totals</b>	<b>417,464.00</b>	<b>0.00</b>	<b>417,464.00</b>	<b>559,016.07</b>	<b>(141,552.07)</b>	<b>133.91</b>

**50000 Expenditures**

<b>1001 Governing Body</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
51000 Salary & Wages (FTE required)	6,000.00	3,000.00	9,000.00	5,500.00	3,500.00	61.11
52000 Employee Benefits	541.00	230.00	771.00	504.91	266.09	65.49
53000 Travel Costs	767.00	0.00	767.00	1,715.99	(948.99)	223.73
54000 Purchased Property Services	34.00	0.00	34.00	0.00	34.00	0.00
55000 Contractual Services	2,298.00	0.00	2,298.00	1,467.00	831.00	63.84
56000 Supplies	2,771.00	0.00	2,771.00	1,147.39	1,623.61	41.41
57000 Operating Costs	2,968.00	0.00	2,968.00	2,075.27	892.73	69.92
<b>1001 Totals</b>	<b>15,379.00</b>	<b>3,230.00</b>	<b>18,609.00</b>	<b>12,410.56</b>	<b>6,198.44</b>	<b>66.69</b>
<b>1009 Municipal Court</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
51000 Salary & Wages (FTE required)	12,920.00	0.00	12,920.00	9,820.00	3,100.00	76.01
52000 Employee Benefits	4,036.00	0.00	4,036.00	3,010.16	1,025.84	74.58
54000 Purchased Property Services	2,774.00	0.00	2,774.00	0.00	2,774.00	0.00
56000 Supplies	371.00	0.00	371.00	2,538.02	(2,167.02)	684.10
57000 Operating Costs	3,116.00	0.00	3,116.00	2,433.55	682.45	78.10
<b>1009 Totals</b>	<b>23,217.00</b>	<b>0.00</b>	<b>23,217.00</b>	<b>17,801.73</b>	<b>5,415.27</b>	<b>76.68</b>
<b>2002 General Administration</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
51000 Salary & Wages (FTE required)	56,017.00	0.00	56,017.00	41,102.01	14,914.99	73.37
52000 Employee Benefits	17,057.00	0.00	17,057.00	12,674.31	4,382.69	74.31
54000 Purchased Property Services	150.00	0.00	150.00	1,750.49	(1,600.49)	1,166.99
55000 Contractual Services	32,091.00	0.00	32,091.00	30,500.02	1,590.98	95.04

56000 Supplies	5,236.00	0.00	5,236.00	9,060.62	(3,824.62)	173.04
57000 Operating Costs	25,287.00	0.00	25,287.00	19,562.81	5,724.19	77.36
<b>2002 Totals</b>	<b>135,838.00</b>	<b>0.00</b>	<b>135,838.00</b>	<b>114,650.26</b>	<b>21,187.74</b>	<b>84.40</b>
<b>2007 Elections</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
57000 Operating Costs	250.00	0.00	250.00	0.00	250.00	0.00
<b>2007 Totals</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>
<b>3001 Law Enforcement</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
51000 Salary & Wages (FTE required)	136,788.00	0.00	136,788.00	76,173.35	60,614.65	55.69
52000 Employee Benefits	59,023.00	0.00	59,023.00	28,251.00	30,772.00	47.86
53000 Travel Costs	0.00	0.00	0.00	579.61	(579.61)	inf
54000 Purchased Property Services	2,432.00	0.00	2,432.00	593.49	1,838.51	24.40
55000 Contractual Services	3,465.00	0.00	3,465.00	1,532.49	1,932.51	44.23
56000 Supplies	13,033.00	0.00	13,033.00	8,676.82	4,356.18	66.58
57000 Operating Costs	32,522.00	0.00	32,522.00	30,525.24	1,996.76	93.86
<b>3001 Totals</b>	<b>247,263.00</b>	<b>0.00</b>	<b>247,263.00</b>	<b>146,332.00</b>	<b>100,931.00</b>	<b>59.18</b>
<b>4003 Parks &amp; Recreation</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
54000 Purchased Property Services	143.00	0.00	143.00	928.77	(785.77)	649.49
55000 Contractual Services	0.00	0.00	0.00	272.55	(272.55)	inf
56000 Supplies	102.00	0.00	102.00	1,311.49	(1,209.49)	1,285.77
57000 Operating Costs	3,705.00	0.00	3,705.00	3,959.68	(254.68)	106.87
<b>4003 Totals</b>	<b>3,950.00</b>	<b>0.00</b>	<b>3,950.00</b>	<b>6,472.49</b>	<b>(2,522.49)</b>	<b>163.86</b>
<b>5101 Public Works</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
54000 Purchased Property Services	10,163.00	0.00	10,163.00	0.00	10,163.00	0.00
55000 Contractual Services	0.00	0.00	0.00	5.01	(5.01)	inf
56000 Supplies	131.00	0.00	131.00	43.46	87.54	33.18
57000 Operating Costs	3,347.00	0.00	3,347.00	2,699.21	647.79	80.65
<b>5101 Totals</b>	<b>13,641.00</b>	<b>0.00</b>	<b>13,641.00</b>	<b>2,747.68</b>	<b>10,893.32</b>	<b>20.14</b>
<b>5104 Highways and Streets</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
51000 Salary & Wages (FTE required)	14,647.00	0.00	14,647.00	16,051.40	(1,404.40)	109.59
52000 Employee Benefits	5,995.00	0.00	5,995.00	6,515.26	(520.26)	108.68
54000 Purchased Property Services	526.00	0.00	526.00	1,677.15	(1,151.15)	318.85
55000 Contractual Services	0.00	0.00	0.00	74.12	(74.12)	Inf
56000 Supplies	1,526.00	0.00	1,526.00	2,654.13	(1,128.13)	173.93
57000 Operating Costs	18,607.00	0.00	18,607.00	12,392.48	6,214.52	66.60
<b>5104 Totals</b>	<b>41,301.00</b>	<b>0.00</b>	<b>41,301.00</b>	<b>39,364.54</b>	<b>1,936.46</b>	<b>95.31</b>
<b>50000 Expenditures Totals</b>	<b>480,839.00</b>	<b>3,230.00</b>	<b>484,069.00</b>	<b>339,779.26</b>	<b>144,289.74</b>	<b>70.19</b>
<b>60000 Other Financing Sources</b>						
<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
61000 Transfers	(81,164.00)	0.00	(81,164.00)	(10,000.00)	(71,164.00)	12.32
<b>0001 Totals</b>	<b>(81,164.00)</b>	<b>0.00</b>	<b>(81,164.00)</b>	<b>(10,000.00)</b>	<b>(71,164.00)</b>	<b>12.32</b>
<b>60000 Other Financing Sources Totals</b>	<b>(81,164.00)</b>	<b>0.00</b>	<b>(81,164.00)</b>	<b>(10,000.00)</b>	<b>(71,164.00)</b>	<b>12.32</b>
<b>20100 Corrections</b>						
<b>10000 Assets</b>						
<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
10100 Cash Assets	30,390.00	0.00	30,390.00	30,390.00	0.00	100.00
<b>0001 Totals</b>	<b>30,390.00</b>	<b>0.00</b>	<b>30,390.00</b>	<b>30,390.00</b>	<b>0.00</b>	<b>100.00</b>
<b>10000 Assets Totals</b>	<b>30,390.00</b>	<b>0.00</b>	<b>30,390.00</b>	<b>30,390.00</b>	<b>0.00</b>	<b>100.00</b>
<b>40000 Revenues</b>						
<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
45000 Fines & Forfeits	3,792.00	0.00	3,792.00	2,704.00	1,088.00	71.31
<b>0001 Totals</b>	<b>3,792.00</b>	<b>0.00</b>	<b>3,792.00</b>	<b>2,704.00</b>	<b>1,088.00</b>	<b>71.31</b>
<b>40000 Revenues Totals</b>	<b>3,792.00</b>	<b>0.00</b>	<b>3,792.00</b>	<b>2,704.00</b>	<b>1,088.00</b>	<b>71.31</b>
<b>20900 Fire Protection</b>						

**10000 Assets**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
10100 Cash Assets	70,580.00	0.00	70,580.00	70,580.00	0.00	100.00
<b>0001 Totals</b>	<b>70,580.00</b>	<b>0.00</b>	<b>70,580.00</b>	<b>70,580.00</b>	<b>0.00</b>	<b>100.00</b>
<b>10000 Assets Totals</b>	<b>70,580.00</b>	<b>0.00</b>	<b>70,580.00</b>	<b>70,580.00</b>	<b>0.00</b>	<b>100.00</b>

**20000 Liabilities**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
21000 Payables	0.00	0.00	0.00	0.05	(0.05)	inf
<b>0001 Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.05</b>	<b>(0.05)</b>	<b>inf</b>
<b>20000 Liabilities Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.05</b>	<b>(0.05)</b>	<b>inf</b>

**40000 Revenues**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
46000 Miscellaneous Revenues	0.00	0.00	0.00	70.00	(70.00)	inf
47000 Intergovernmental Grants (Distributions)	89,918.00	0.00	89,918.00	89,918.00	0.00	100.00
<b>0001 Totals</b>	<b>89,918.00</b>	<b>0.00</b>	<b>89,918.00</b>	<b>89,988.00</b>	<b>(70.00)</b>	<b>100.08</b>
<b>40000 Revenues Totals</b>	<b>89,918.00</b>	<b>0.00</b>	<b>89,918.00</b>	<b>89,988.00</b>	<b>(70.00)</b>	<b>100.08</b>

**50000 Expenditures**

<b>3002 Fire Protection</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
53000 Travel Costs	0.00	0.00	0.00	565.76	(565.76)	inf
54000 Purchased Property Services	6,368.00	0.00	6,368.00	3,649.04	2,718.96	57.30
55000 Contractual Services	3,108.00	0.00	3,108.00	4,972.61	(1,864.61)	159.99
56000 Supplies	10,840.00	0.00	10,840.00	11,365.36	(525.36)	104.85
57000 Operating Costs	37,058.00	0.00	37,058.00	14,134.76	22,923.24	38.14
<b>3002 Totals</b>	<b>57,374.00</b>	<b>0.00</b>	<b>57,374.00</b>	<b>34,687.53</b>	<b>22,686.47</b>	<b>60.46</b>
<b>50000 Expenditures Totals</b>	<b>57,374.00</b>	<b>0.00</b>	<b>57,374.00</b>	<b>34,687.53</b>	<b>22,686.47</b>	<b>60.46</b>

**60000 Other Financing Sources**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
61000 Transfers	(17,327.00)	0.00	(17,327.00)	(17,321.00)	(6.00)	99.97
<b>0001 Totals</b>	<b>(17,327.00)</b>	<b>0.00</b>	<b>(17,327.00)</b>	<b>(17,321.00)</b>	<b>(6.00)</b>	<b>99.97</b>
<b>60000 Other Financing Sources Totals</b>	<b>(17,327.00)</b>	<b>0.00</b>	<b>(17,327.00)</b>	<b>(17,321.00)</b>	<b>(6.00)</b>	<b>99.97</b>

**21100 Law Enforcement Protection****10000 Assets**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
10100 Cash Assets	2,691.00	0.00	2,691.00	2,691.00	0.00	100.00
<b>0001 Totals</b>	<b>2,691.00</b>	<b>0.00</b>	<b>2,691.00</b>	<b>2,691.00</b>	<b>0.00</b>	<b>100.00</b>
<b>10000 Assets Totals</b>	<b>2,691.00</b>	<b>0.00</b>	<b>2,691.00</b>	<b>2,691.00</b>	<b>0.00</b>	<b>100.00</b>

**20000 Liabilities**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
21000 Payables	0.00	0.00	0.00	0.63	(0.63)	inf
<b>0001 Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.63</b>	<b>(0.63)</b>	<b>inf</b>
<b>20000 Liabilities Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.63</b>	<b>(0.63)</b>	<b>inf</b>

**40000 Revenues**

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
47000 Intergovernmental Grants (Distributions)	21,200.00	0.00	21,200.00	21,200.00	0.00	100.00
<b>0001 Totals</b>	<b>21,200.00</b>	<b>0.00</b>	<b>21,200.00</b>	<b>21,200.00</b>	<b>0.00</b>	<b>100.00</b>
<b>40000 Revenues Totals</b>	<b>21,200.00</b>	<b>0.00</b>	<b>21,200.00</b>	<b>21,200.00</b>	<b>0.00</b>	<b>100.00</b>

**50000 Expenditures**

<b>3001 Law Enforcement</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
56000 Supplies	23,891.00	0.00	23,891.00	21,926.78	1,964.22	91.78
<b>3001 Totals</b>	<b>23,891.00</b>	<b>0.00</b>	<b>23,891.00</b>	<b>21,926.78</b>	<b>1,964.22</b>	<b>91.78</b>
<b>50000 Expenditures Totals</b>	<b>23,891.00</b>	<b>0.00</b>	<b>23,891.00</b>	<b>21,926.78</b>	<b>1,964.22</b>	<b>91.78</b>

**21400 Lodgers' Tax****10000 Assets**



<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
10100 Cash Assets	2,200.00	0.00	2,200.00	2,200.00	0.00	100.00
<b>0001 Totals</b>	<b>2,200.00</b>	<b>0.00</b>	<b>2,200.00</b>	<b>2,200.00</b>	<b>0.00</b>	<b>100.00</b>
<b>10000 Assets Totals</b>	<b>2,200.00</b>	<b>0.00</b>	<b>2,200.00</b>	<b>2,200.00</b>	<b>0.00</b>	<b>100.00</b>

#### 20000 Liabilities

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
21000 Payables	0.00	0.00	0.00	0.17	(0.17)	inf
<b>0001 Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.17</b>	<b>(0.17)</b>	<b>inf</b>
<b>20000 Liabilities Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.17</b>	<b>(0.17)</b>	<b>inf</b>

#### 40000 Revenues

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
41000 Taxes Local Effort	3,661.00	0.00	3,661.00	5,342.22	(1,681.22)	145.92
<b>0001 Totals</b>	<b>3,661.00</b>	<b>0.00</b>	<b>3,661.00</b>	<b>5,342.22</b>	<b>(1,681.22)</b>	<b>145.92</b>
<b>40000 Revenues Totals</b>	<b>3,661.00</b>	<b>0.00</b>	<b>3,661.00</b>	<b>5,342.22</b>	<b>(1,681.22)</b>	<b>145.92</b>

#### 50000 Expenditures

<b>2002 General Administration</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
55000 Contractual Services	2,880.00	0.00	2,880.00	160.37	2,719.63	5.57
57000 Operating Costs	1,699.00	0.00	1,699.00	1,369.27	329.73	80.59
<b>2002 Totals</b>	<b>4,579.00</b>	<b>0.00</b>	<b>4,579.00</b>	<b>1,529.64</b>	<b>3,049.36</b>	<b>33.41</b>
<b>50000 Expenditures Totals</b>	<b>4,579.00</b>	<b>0.00</b>	<b>4,579.00</b>	<b>1,529.64</b>	<b>3,049.36</b>	<b>33.41</b>

#### 26000 American Rescue Plan Act

##### 40000 Revenues

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
47000 Intergovernmental Grants (Distributions)	107,176.00	0.00	107,176.00	107,175.50	0.50	100.00
<b>0001 Totals</b>	<b>107,176.00</b>	<b>0.00</b>	<b>107,176.00</b>	<b>107,175.50</b>	<b>0.50</b>	<b>100.00</b>
<b>40000 Revenues Totals</b>	<b>107,176.00</b>	<b>0.00</b>	<b>107,176.00</b>	<b>107,175.50</b>	<b>0.50</b>	<b>100.00</b>

##### 50000 Expenditures

<b>2002 General Administration</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
58000 Capital Purchases	107,176.00	0.00	107,176.00	18,884.69	88,291.31	17.62
<b>2002 Totals</b>	<b>107,176.00</b>	<b>0.00</b>	<b>107,176.00</b>	<b>18,884.69</b>	<b>88,291.31</b>	<b>17.62</b>
<b>50000 Expenditures Totals</b>	<b>107,176.00</b>	<b>0.00</b>	<b>107,176.00</b>	<b>18,884.69</b>	<b>88,291.31</b>	<b>17.62</b>

#### 30300 State Legislative Appropriation Project

##### 40000 Revenues

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
47000 Intergovernmental Grants (Distributions)	1,231,076.00	0.00	1,231,076.00	16,304.00	1,214,772.00	1.32
<b>0001 Totals</b>	<b>1,231,076.00</b>	<b>0.00</b>	<b>1,231,076.00</b>	<b>16,304.00</b>	<b>1,214,772.00</b>	<b>1.32</b>
<b>40000 Revenues Totals</b>	<b>1,231,076.00</b>	<b>0.00</b>	<b>1,231,076.00</b>	<b>16,304.00</b>	<b>1,214,772.00</b>	<b>1.32</b>

##### 50000 Expenditures

<b>2002 General Administration</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
54000 Purchased Property Services	22,222.00	0.00	22,222.00	0.00	22,222.00	0.00
58000 Capital Purchases	1,245,018.00	0.00	1,245,018.00	64,792.48	1,180,225.52	5.20
<b>2002 Totals</b>	<b>1,267,240.00</b>	<b>0.00</b>	<b>1,267,240.00</b>	<b>64,792.48</b>	<b>1,202,447.52</b>	<b>5.11</b>
<b>50000 Expenditures Totals</b>	<b>1,267,240.00</b>	<b>0.00</b>	<b>1,267,240.00</b>	<b>64,792.48</b>	<b>1,202,447.52</b>	<b>5.11</b>

#### 60000 Other Financing Sources

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
61000 Transfers	36,164.00	0.00	36,164.00	0.00	36,164.00	0.00
<b>0001 Totals</b>	<b>36,164.00</b>	<b>0.00</b>	<b>36,164.00</b>	<b>0.00</b>	<b>36,164.00</b>	<b>0.00</b>
<b>60000 Other Financing Sources Totals</b>	<b>36,164.00</b>	<b>0.00</b>	<b>36,164.00</b>	<b>0.00</b>	<b>36,164.00</b>	<b>0.00</b>

#### 40400 NMFA Loan Debt Service

##### 10000 Assets

<b>0001 No Department</b>	<b>Original</b>	<b>Adjustments</b>	<b>Adjusted</b>	<b>YTD</b>	<b>Balance</b>	<b>% Realized</b>
10100 Cash Assets	5,116.00	0.00	5,116.00	99,316.92	(94,200.92)	1,941.30
<b>0001 Totals</b>	<b>5,116.00</b>	<b>0.00</b>	<b>5,116.00</b>	<b>99,316.92</b>	<b>(94,200.92)</b>	<b>1,941.30</b>

	10000 Assets Totals	5,116.00	0.00	5,116.00	99,316.92	(94,200.92)	1,941.30
20000 Liabilities							
0001 No Department		Original	Adjustments	Adjusted	YTD	Balance	% Realized
21000 Payables		0.00	0.00	0.00	94,200.68	(94,200.68)	inf
	0001 Totals	0.00	0.00	0.00	94,200.68	(94,200.68)	inf
	20000 Liabilities Totals	0.00	0.00	0.00	94,200.68	(94,200.68)	inf
40000 Revenues							
0001 No Department		Original	Adjustments	Adjusted	YTD	Balance	% Realized
46000 Miscellaneous Revenues		959,217.00	66,516.00	1,025,733.00	101,038.95	924,694.05	9.85
	0001 Totals	959,217.00	66,516.00	1,025,733.00	101,038.95	924,694.05	9.85
	40000 Revenues Totals	959,217.00	66,516.00	1,025,733.00	101,038.95	924,694.05	9.85
50000 Expenditures							
2002 General Administration		Original	Adjustments	Adjusted	YTD	Balance	% Realized
59000 Debt Service		39,389.00	0.00	39,389.00	2,522.40	36,866.60	6.40
	2002 Totals	39,389.00	0.00	39,389.00	2,522.40	36,866.60	6.40
2004 Finance/Budget/Accounting		Original	Adjustments	Adjusted	YTD	Balance	% Realized
59000 Debt Service		958,802.00	66,416.00	1,025,218.00	34,582.63	990,635.37	3.37
	2004 Totals	958,802.00	66,416.00	1,025,218.00	34,582.63	990,635.37	3.37
	50000 Expenditures Totals	998,191.00	66,416.00	1,064,607.00	37,105.03	1,027,501.97	3.49
60000 Other Financing Sources							
0001 No Department		Original	Adjustments	Adjusted	YTD	Balance	% Realized
61000 Transfers		39,389.00	0.00	39,389.00	29,915.12	9,473.88	75.95
	0001 Totals	39,389.00	0.00	39,389.00	29,915.12	9,473.88	75.95
	60000 Other Financing Sources Totals	39,389.00	0.00	39,389.00	29,915.12	9,473.88	75.95
50100 Water Enterprise							
10000 Assets							
0001 No Department		Original	Adjustments	Adjusted	YTD	Balance	% Realized
10100 Cash Assets		121,415.00	0.00	121,415.00	121,415.00	0.00	100.00
12000 Receivables		0.00	0.00	0.00	0.00	0.00	nan
	0001 Totals	121,415.00	0.00	121,415.00	121,415.00	0.00	100.00
	10000 Assets Totals	121,415.00	0.00	121,415.00	121,415.00	0.00	100.00
20000 Liabilities							
0001 No Department		Original	Adjustments	Adjusted	YTD	Balance	% Realized
21000 Payables		0.00	0.00	0.00	3,087.15	(3,087.15)	inf
	0001 Totals	0.00	0.00	0.00	3,087.15	(3,087.15)	inf
	20000 Liabilities Totals	0.00	0.00	0.00	3,087.15	(3,087.15)	inf
40000 Revenues							
0001 No Department		Original	Adjustments	Adjusted	YTD	Balance	% Realized
44000 Charges for Services		236,423.00	0.00	236,423.00	164,952.23	71,470.77	69.77
46000 Miscellaneous Revenues		0.00	0.00	0.00	0.00	0.00	nan
	0001 Totals	236,423.00	0.00	236,423.00	164,952.23	71,470.77	69.77
	40000 Revenues Totals	236,423.00	0.00	236,423.00	164,952.23	71,470.77	69.77
50000 Expenditures							
6003 Water Utility/Authority		Original	Adjustments	Adjusted	YTD	Balance	% Realized
51000 Salary & Wages (FTE required)		76,088.00	0.00	76,088.00	43,640.77	32,447.23	57.36
52000 Employee Benefits		21,441.00	0.00	21,441.00	14,774.38	6,666.62	68.91
53000 Travel Costs		0.00	0.00	0.00	719.73	(719.73)	inf
54000 Purchased Property Services		4,845.00	0.00	4,845.00	3,269.40	1,575.60	67.48
55000 Contractual Services		11,486.00	0.00	11,486.00	8,305.47	3,180.53	72.31
56000 Supplies		25,276.00	0.00	25,276.00	19,495.15	5,780.85	77.13
57000 Operating Costs		38,920.00	0.00	38,920.00	26,601.46	12,318.54	68.35
	6003 Totals	178,056.00	0.00	178,056.00	116,806.36	61,249.64	65.60
	50000 Expenditures Totals	178,056.00	0.00	178,056.00	116,806.36	61,249.64	65.60

**60000 Other Financing Sources**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
61000 Transfers	(11,270.00)	0.00	(11,270.00)	(6,298.95)	(4,971.05)	55.89
<b>0001 Totals</b>	<b>(11,270.00)</b>	<b>0.00</b>	<b>(11,270.00)</b>	<b>(6,298.95)</b>	<b>(4,971.05)</b>	<b>55.89</b>
<b>60000 Other Financing Sources Totals</b>	<b>(11,270.00)</b>	<b>0.00</b>	<b>(11,270.00)</b>	<b>(6,298.95)</b>	<b>(4,971.05)</b>	<b>55.89</b>

**50200 Solid Waste Enterprise****10000 Assets**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
10100 Cash Assets	71,579.00	0.00	71,579.00	71,579.00	0.00	100.00
<b>0001 Totals</b>	<b>71,579.00</b>	<b>0.00</b>	<b>71,579.00</b>	<b>71,579.00</b>	<b>0.00</b>	<b>100.00</b>
<b>10000 Assets Totals</b>	<b>71,579.00</b>	<b>0.00</b>	<b>71,579.00</b>	<b>71,579.00</b>	<b>0.00</b>	<b>100.00</b>

**20000 Liabilities**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
21000 Payables	0.00	0.00	0.00	1,663.34	(1,663.34)	inf
<b>0001 Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,663.34</b>	<b>(1,663.34)</b>	<b>inf</b>
<b>20000 Liabilities Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,663.34</b>	<b>(1,663.34)</b>	<b>inf</b>

**40000 Revenues**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
44000 Charges for Services	139,677.00	0.00	139,677.00	110,380.46	29,296.54	79.03
46000 Miscellaneous Revenues	0.00	0.00	0.00	400.00	(400.00)	inf
47000 Intergovernmental Grants (Distributions)	222,520.00	0.00	222,520.00	210,000.00	12,520.00	94.37
<b>0001 Totals</b>	<b>362,197.00</b>	<b>0.00</b>	<b>362,197.00</b>	<b>320,780.46</b>	<b>41,416.54</b>	<b>88.57</b>
<b>40000 Revenues Totals</b>	<b>362,197.00</b>	<b>0.00</b>	<b>362,197.00</b>	<b>320,780.46</b>	<b>41,416.54</b>	<b>88.57</b>

**50000 Expenditures**

6004 Solid Waste Utility/Authority	Original	Adjustments	Adjusted	YTD	Balance	% Realized
51000 Salary & Wages (FTE required)	70,316.00	0.00	70,316.00	35,943.64	34,372.36	51.12
52000 Employee Benefits	18,747.00	0.00	18,747.00	12,324.64	6,422.36	65.74
54000 Purchased Property Services	5,418.00	0.00	5,418.00	9,298.41	(3,880.41)	171.62
55000 Contractual Services	61,182.00	0.00	61,182.00	43,073.30	18,108.70	70.40
56000 Supplies	8,843.00	0.00	8,843.00	7,098.94	1,744.06	80.28
57000 Operating Costs	10,547.00	0.00	10,547.00	26,849.06	(16,302.06)	254.57
58000 Capital Purchases	251,535.00	0.00	251,535.00	251,535.00	0.00	100.00
<b>6004 Totals</b>	<b>426,588.00</b>	<b>0.00</b>	<b>426,588.00</b>	<b>386,122.99</b>	<b>40,465.01</b>	<b>90.51</b>
<b>50000 Expenditures Totals</b>	<b>426,588.00</b>	<b>0.00</b>	<b>426,588.00</b>	<b>386,122.99</b>	<b>40,465.01</b>	<b>90.51</b>

**60000 Other Financing Sources**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
61000 Transfers	14,604.00	0.00	14,604.00	(3,147.55)	17,751.55	(21.55)
<b>0001 Totals</b>	<b>14,604.00</b>	<b>0.00</b>	<b>14,604.00</b>	<b>(3,147.55)</b>	<b>17,751.55</b>	<b>(21.55)</b>
<b>60000 Other Financing Sources Totals</b>	<b>14,604.00</b>	<b>0.00</b>	<b>14,604.00</b>	<b>(3,147.55)</b>	<b>17,751.55</b>	<b>(21.55)</b>

**50300 Wastewater/Sewer Enterprise****10000 Assets**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
10100 Cash Assets	17,980.00	0.00	17,980.00	17,980.00	0.00	100.00
<b>0001 Totals</b>	<b>17,980.00</b>	<b>0.00</b>	<b>17,980.00</b>	<b>17,980.00</b>	<b>0.00</b>	<b>100.00</b>
<b>10000 Assets Totals</b>	<b>17,980.00</b>	<b>0.00</b>	<b>17,980.00</b>	<b>17,980.00</b>	<b>0.00</b>	<b>100.00</b>

**20000 Liabilities**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
21000 Payables	0.00	0.00	0.00	1,224.72	(1,224.72)	inf
<b>0001 Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,224.72</b>	<b>(1,224.72)</b>	<b>inf</b>
<b>20000 Liabilities Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,224.72</b>	<b>(1,224.72)</b>	<b>inf</b>

**40000 Revenues**

0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
44000 Charges for Services	70,612.00	0.00	70,612.00	69,879.76	732.24	98.96

0001 Totals	70,612.00	0.00	70,612.00	69,879.76	732.24	98.96
40000 Revenues Totals	70,612.00	0.00	70,612.00	69,879.76	732.24	98.96
<b>50000 Expenditures</b>						
6005 Wastewater Utility/Authority	Original	Adjustments	Adjusted	YTD	Balance	% Realized
51000 Salary & Wages (FTE required)	40,409.00	0.00	40,409.00	28,163.58	12,245.42	69.70
52000 Employee Benefits	13,052.00	0.00	13,052.00	10,057.94	2,994.06	77.06
54000 Purchased Property Services	875.00	0.00	875.00	1,047.73	(172.73)	119.74
55000 Contractual Services	4,346.00	0.00	4,346.00	3,441.98	904.02	79.20
56000 Supplies	2,569.00	0.00	2,569.00	8,911.24	(6,342.24)	346.88
57000 Operating Costs	7,478.00	0.00	7,478.00	6,881.17	596.83	92.02
6005 Totals	68,729.00	0.00	68,729.00	58,503.64	10,225.36	85.12
50000 Expenditures Totals	68,729.00	0.00	68,729.00	58,503.64	10,225.36	85.12
<b>60000 Other Financing Sources</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
61000 Transfers	(5,396.00)	0.00	(5,396.00)	(3,147.62)	(2,248.38)	58.33
0001 Totals	(5,396.00)	0.00	(5,396.00)	(3,147.62)	(2,248.38)	58.33
60000 Other Financing Sources Totals	(5,396.00)	0.00	(5,396.00)	(3,147.62)	(2,248.38)	58.33
<b>50500 Ambulance Enterprise</b>						
<b>10000 Assets</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
10100 Cash Assets	14,943.00	0.00	14,943.00	14,943.00	0.00	100.00
0001 Totals	14,943.00	0.00	14,943.00	14,943.00	0.00	100.00
10000 Assets Totals	14,943.00	0.00	14,943.00	14,943.00	0.00	100.00
<b>20000 Liabilities</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
21000 Payables	0.00	0.00	0.00	0.15	(0.15)	inf
0001 Totals	0.00	0.00	0.00	0.15	(0.15)	inf
20000 Liabilities Totals	0.00	0.00	0.00	0.15	(0.15)	inf
<b>40000 Revenues</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
44000 Charges for Services	13,891.00	0.00	13,891.00	11,756.70	2,134.30	84.64
47000 Intergovernmental Grants (Distributions)	321,800.00	0.00	321,800.00	282,242.52	39,557.48	87.71
0001 Totals	335,691.00	0.00	335,691.00	293,999.22	41,691.78	87.58
40000 Revenues Totals	335,691.00	0.00	335,691.00	293,999.22	41,691.78	87.58
<b>50000 Expenditures</b>						
9002 Ambulance Service	Original	Adjustments	Adjusted	YTD	Balance	% Realized
53000 Travel Costs	0.00	0.00	0.00	124.82	(124.82)	inf
54000 Purchased Property Services	652.00	0.00	652.00	5,355.58	(4,703.58)	821.41
55000 Contractual Services	5,554.00	0.00	5,554.00	2,592.48	2,961.52	46.68
56000 Supplies	2,066.00	0.00	2,066.00	3,553.49	(1,487.49)	172.00
57000 Operating Costs	10,023.00	0.00	10,023.00	1,842.29	8,180.71	18.38
58000 Capital Purchases	320,000.00	0.00	320,000.00	279,242.52	40,757.48	87.26
9002 Totals	338,295.00	0.00	338,295.00	292,711.18	45,583.82	86.53
50000 Expenditures Totals	338,295.00	0.00	338,295.00	292,711.18	45,583.82	86.53
<b>52400 Museum/Library Enterprise</b>						
<b>10000 Assets</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
10100 Cash Assets	13,093.00	0.00	13,093.00	13,093.00	0.00	100.00
12000 Receivables	0.00	0.00	0.00	0.20	(0.20)	inf
0001 Totals	13,093.00	0.00	13,093.00	13,093.20	(0.20)	100.00
10000 Assets Totals	13,093.00	0.00	13,093.00	13,093.20	(0.20)	100.00
<b>40000 Revenues</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized

44000 Charges for Services	156.00	0.00	156.00	187.55	(31.55)	120.22
45000 Fines & Forfeits	17.00	0.00	17.00	35.50	(18.50)	208.82
46000 Miscellaneous Revenues	133.00	0.00	133.00	381.35	(248.35)	286.73
47000 Intergovernmental Grants (Distributions)	13,921.00	0.00	13,921.00	15,219.52	(1,298.52)	109.33
0001 Totals	14,227.00	0.00	14,227.00	15,823.92	(1,596.92)	111.22
40000 Revenues Totals	14,227.00	0.00	14,227.00	15,823.92	(1,596.92)	111.22
<b>50000 Expenditures</b>						
4004 Library	Original	Adjustments	Adjusted	YTD	Balance	% Realized
51000 Salary & Wages (FTE required)	17,342.00	0.00	17,342.00	13,224.50	4,117.50	76.26
52000 Employee Benefits	2,929.00	0.00	2,929.00	2,317.11	611.89	79.11
53000 Travel Costs	0.00	0.00	0.00	459.66	(459.66)	inf
54000 Purchased Property Services	0.00	0.00	0.00	106.48	(106.48)	inf
55000 Contractual Services	175.00	0.00	175.00	102.05	72.95	58.31
56000 Supplies	2,700.00	0.00	2,700.00	8,632.70	(5,932.70)	319.73
57000 Operating Costs	12,153.00	0.00	12,153.00	9,103.50	3,049.50	74.91
4004 Totals	35,299.00	0.00	35,299.00	33,946.00	1,353.00	96.17
50000 Expenditures Totals	35,299.00	0.00	35,299.00	33,946.00	1,353.00	96.17
<b>60000 Other Financing Sources</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
61000 Transfers	25,000.00	0.00	25,000.00	10,000.00	15,000.00	40.00
0001 Totals	25,000.00	0.00	25,000.00	10,000.00	15,000.00	40.00
60000 Other Financing Sources Totals	25,000.00	0.00	25,000.00	10,000.00	15,000.00	40.00
<b>79900 Other Trust &amp; Agency</b>						
<b>10000 Assets</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
10100 Cash Assets	34,993.00	0.00	34,993.00	34,993.00	0.00	100.00
12000 Receivables	0.00	0.00	0.00	1,765.17	(1,765.17)	inf
0001 Totals	34,993.00	0.00	34,993.00	36,758.17	(1,765.17)	105.04
10000 Assets Totals	34,993.00	0.00	34,993.00	36,758.17	(1,765.17)	105.04
<b>40000 Revenues</b>						
0001 No Department	Original	Adjustments	Adjusted	YTD	Balance	% Realized
46000 Miscellaneous Revenues	2,775.00	0.00	2,775.00	1,350.00	1,425.00	48.65
0001 Totals	2,775.00	0.00	2,775.00	1,350.00	1,425.00	48.65
40000 Revenues Totals	2,775.00	0.00	2,775.00	1,350.00	1,425.00	48.65
<b>50000 Expenditures</b>						
2002 General Administration	Original	Adjustments	Adjusted	YTD	Balance	% Realized
57000 Operating Costs	2,775.00	0.00	2,775.00	1,458.00	1,317.00	52.54
2002 Totals	2,775.00	0.00	2,775.00	1,458.00	1,317.00	52.54
50000 Expenditures Totals	2,775.00	0.00	2,775.00	1,458.00	1,317.00	52.54
<b>ALL FUNDS</b>						
10000 Assets	621,032.92	269.17	621,302.09	706,422.91	(85,120.82)	113.70
20000 Liabilities	0.00	0.00	0.00	100,176.89	(100,176.89)	inf
40000 Revenues	3,855,429.00	66,516.00	3,921,945.00	1,769,554.33	2,152,390.67	45.12
50000 Expenditures	3,989,032.00	69,646.00	4,058,678.00	1,408,253.58	2,650,424.42	34.70
60000 Other Financing Sources	0.00	0.00	0.00	0.00	(0.00)	nan

# The Magdalena Volunteer Fire Department

## Bylaws

**Commented [ED1]:** The document is written in at least three different fonts: Arial, Tahoma, and Microsoft Sans Serif (MSS). It should use only one. The best way to ensure this is to define a style for each style element (a heading, for example) that is based on the Normal style, which employs MSS. If you don't know how to do this, let me know and I will do it for you.

Approved and recommended

this \_\_\_\_\_ day of \_\_\_\_\_, 2022

By the **Magdalena Volunteer Fire Department**

**The Magdalena Fire Chief**

is recommending to

the **Magdalena Village Board of Trustees**

for approval and adoption

this \_\_\_\_\_ day of \_\_\_\_\_, 2022

Approved and adopted

this \_\_\_\_\_ day of \_\_\_\_\_, 2022 By the **Magdalena Village Board of Trustees**

## **Magdalena Volunteer Fire Department**

### **ESTABLISHING BYLAWS FOR THE MAGDALENA VOLUNTEER FIRE DEPARTMENT**

#### **BYLAWS APPROVAL AND ADOPTION**

Currently the Magdalena Volunteer Fire Department either is following a set of outdated and undocumented bylaws or has no bylaws to follow at all. During the process of trying to locate a set of bylaws for the Magdalena Volunteer Fire Department it was determined that the bylaws were currently non-existent. Magdalena Village Ordinances, Article 2-Section 4-2-6 states ***"The department shall be operated and managed in accordance with such departmental rules, regulations, and by-laws as may be adopted by the department and approved by the board of trustees. Disapproval of department-adopted rules, regulations and by-laws shall be only on the grounds that they are in violation of municipal or state laws."*** The adoption of these bylaws by the Magdalena Volunteer Fire Department and the approval of these bylaws by the Magdalena Village Board of Trustees will allow Fire Department operations and personnel to be more effective and efficient not only in executing the duties required of them by Article 2 in daily operations, emergency operations and during special events or activities, but also in dealing with other agencies per mutual aid agreements with surrounding fire departments and in adherence to other agencies' rules and regulations

**Recommended by:**

**Signature**

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**Jeffrey D. Joseph, Fire  
Chief, Magdalena Fire  
Department**

**Signature**

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**James C. Nelson,  
Asst. Fire Chief,  
Magdalena Fire  
Department**

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2022

**Magdalena Village Board of Trustees:**

\_\_\_\_\_  
Harvan Conrad, Trustee

\_\_\_\_\_  
Clark Brown, Trustee

\_\_\_\_\_  
Donna Dawson, Trustee

\_\_\_\_\_  
James Nelson Trustee, Mayor Pro Tem

\_\_\_\_\_  
Richard Rumpf, Mayor

## **ARTICLE I                      ORGANIZATION**

### **Section 1: Organizational Name**

The name of the organization is the Magdalena Volunteer Fire Department.

### **Section 2: Purpose of Organization**

The Magdalena Volunteer Fire Department was created and established by the Magdalena Village Board of Trustees for the purpose of providing necessary fire, rescue, medical and other emergency services for the residents of and visitors to the Village of Magdalena and surrounding area; also for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire, or endanger life due to fire. The Department shall act in accordance with all applicable federal and state laws, state rules and regulations and Magdalena Village ordinances, plans, and policies.

### **Section 3: Purpose of Bylaws**

These bylaws are hereby recommended by the Magdalena Fire Chief for the purpose of establishing the means by which the operational business of the Magdalena Volunteer Fire Department will be conducted. Nothing in these Bylaws is intended to conflict with Magdalena Village Ordinance Article 2; however, if a conflict exists or is found, Article 2 shall prevail.



#### **Section 4: Preamble**

The Magdalena Volunteer Fire Department is fundamental to the Village's ability to provide fire, rescue, medical and other emergency services to the residents of and visitors to the Village of Magdalena and surrounding area. It shall be the mission of the Magdalena Volunteer Fire Department to provide the highest quality emergency services to the residents of, and visitors to, the Village of Magdalena and surrounding area. The goals and objectives of the Department shall be drafted to ensure that the Department's mission is accomplished, and in doing so to protect the lives and property of the residents of the Village of Magdalena and the surrounding area.

### **ARTICLE II**                      **RULES OF ORDER**

#### **Section 1: Quorum**

A quorum consisting of 51 % of the members qualified to vote and in good standing shall be required to conduct business for the Magdalena Volunteer Fire Department.

#### **Section 2: Order**

The business of the Magdalena Volunteer Fire Department shall be conducted in an orderly fashion and recorded. The following is an example of the order by which business may be conducted by the Magdalena Volunteer Fire Department.

- A. Call to order
- B. Fire Chief's report
- C. EMS report
- D. Old business
- E. New business
- F. Member concerns
- G. Adjournment

Other categories may be added as necessary.

#### **Section 3: Conduct**

The highest-ranking officer (Ranking Officer) present shall conduct the business meeting of the Magdalena Volunteer Fire Department. Meetings shall be conducted in an orderly manner.

### **ARTICLE III**                      **MEETINGS**

#### **Section 1: Business Meetings**

As a minimum, there shall be two regular business meetings held yearly. The date,

time and location of the meetings shall be designated by the Fire Chief and may be changed provided a minimum of 48 hours is given to the membership.

## **Section 2: Special Meetings**

Special meetings may be held at the order or call of the Fire Chief. A minimum of forty-eight hours notice must be given to the membership.

## **Section 3: Training Meetings**

Fire and/or medical training meetings will be held not less frequently than twice a month (minimum of 24 trainings per year) at the date, time and location designated by the Fire Chief.

Departmental fire and medical trainings may be conducted in conjunction with other training offered by Federal, State, Regional or County Fire agencies. Departmental fire and medical training may be conducted in conjunction with other departmental meetings, e.g. Maintenance meetings, Business meetings or Special meetings.

## **Section 4: Special Training Meetings**

Special fire and medical training meetings will be scheduled and held at dates, times and locations designated by the Fire Chief. Special training meetings may be conducted in conjunction with other training offered by Federal, State, Regional or County agencies.

## **Section 5: Maintenance Meetings**

Maintenance meetings will be held not less frequently than twice a month (minimum of 24 meetings per year) at the date, time and location designated by the Fire Chief. Departmental maintenance meetings may be conducted in conjunction with other departmental meetings, i.e. Training meetings, Business meetings or Special meetings.

## **Section 6: Emergency Meetings**

An emergency meeting that concerns the immediate welfare of the Village may be called by the Ranking Officer at any time, provided notification is given to all members who can be contacted personally by telephone, by radio or pager.

## **Section 7: Notice of Meetings**

Notice of all scheduled meetings shall be posted at the Magdalena Fire Station by the Ranking Officer not less than 48 hours, in advance of all scheduled meetings. The posted notice may be in the form of the Fire Department's yearly calendar of events, or monthly meeting schedule and shall contain the date, time and location of the meeting. All members shall be notified before the meeting starts by telephone or electronic communication. It shall be the individual members' responsibility to ascertain scheduled meetings and make personal plans accordingly.

## **Section 8: Attendance**

Regular business, maintenance and training meetings shall be open to all members of the Fire Department regardless of membership status. Business, maintenance and training meetings shall be open to members of the general public, including prospective members who are interested in the business and operations of the fire department, members of other fire departments, and with approval of the Fire Chief, other invited guests or speakers who may wish to address the department membership.

## **Section 9: Cancellation of Meetings**

Cancellation of business, maintenance and training meetings should be avoided. The Fire Chief's inability to attend a meeting is not reason to cancel it. A Ranking Officer may run the meeting in the Chiefs absence. If a meeting must be canceled, all efforts to reschedule the meeting shall be made. When a meeting is canceled owing to an emergency of other qualifying reason, notification must be made assoon as possible to all department members. Notification of cancellation may be made in person, by telephone or e-mail, or by radio or pager.

## **ARTICLE IV**

## **MEMBERS**

### **Section 1: Membership**

The operational success of the Magdalena Volunteer Fire Department depends on the services of those who are willing to volunteer their time, energy and resources to their community. In consideration of the willingness of the volunteer members of the Department to provide such services without monetary compensation, the organizational structure of the Magdalena Volunteer Fire Department shall be based on democratic principles and shall take into consideration the concerns, ideas and needs of its members. However, such consideration shall not conflict with the legal obligation of the Village of Magdalena to operate the department in accordance with all applicable rules, policies, regulations and laws of local, county, state and federal government and to do so with the purpose of providing a necessary public service to residents of and visitors to the Village of Magdalena and surrounding area.

### **Section 2: Membership Application**

All residents of Socorro County may volunteer their services to the Magdalena Volunteer Fire Department. Membership application may be determined based on the applicant's proximity of home or work to the Village, drug use (medical and/or non-medical), and criminal history. Membership application and status within the Fire Department shall be determined based on the applicant's ability and willingness to provide a useful service for the Department, the applicant's volunteer history, and

review by the Fire Chief. Consideration for membership shall be given to all applicants without regard to race, color, religion, national origin, ancestry, gender, age, sexual orientation, mental or physical disability, or medical condition unless based on a bona fide occupational qualification. However, physical limitation shall be used as a factor in determining the applicant's ability to function as a medical first responder, firefighter or as support staff.

**A. Application Process:**

New applicants for membership shall submit a completed Magdalena Volunteer Fire Department Membership Application. The new applicant for membership should be considered by the Dept. Officers with a recommendation to approve or disapprove during a scheduled meeting within one month of receiving the application. Timely review of the application by the officers of the Fire Department should be afforded the applicant and a recommendation made to the entire membership for their consideration prior to voting.

**B. Application Approval:**

Applicants that have been approved by the Fire Department membership shall be conditionally approved for membership pending a final determination of the Fire Chief.

**C. Insurance Coverage**

Approved membership applications must be immediately filed with the Village Administration to ensure that members are covered under the Magdalena Village Volunteer Insurance program.

**Section 3: Rights of Volunteer Members**

Each volunteer member shall have a right to voice his or her opinion and the right to fair and equitable treatment and consideration in the Department. Every volunteer member shall have the right to receive initial and ongoing training in both fire and emergency medical services and shall be supplied necessary personal protective equipment according to her/his membership status. Every volunteer member shall have a right to enroll in the State of New Mexico Fire Fighter Retirement Program, although enrollment does not determine final eligibility. Eligibility for the retirement program is determined by the Public Employees Retirement Association (P.E.R.A.) based on strict requirements defined in the Volunteer Firefighter Retirement Act and further defined herein.

Membership status in the Department is not determined by the member's eligibility for retirement benefits. Each volunteer member has the right to review his/her personnel file upon timely request to the Fire Chief. Meeting, Training and Emergency Response attendance totals shall be visually posted in the Fire Chiefs office and available for viewing by any member of the department.

#### **Section 4: Expectations of Volunteer Members**

Each member is expected to attend business meetings, special meetings, maintenance meetings, and training sessions/meetings and to respond to emergencies as requested in accordance with the requirements set forth in these Bylaws, and pursuant to guidelines, protocols, procedures, rules and regulations and directives adopted by the Magdalena Volunteer Fire Department.

*Members who do not attend enough emergency calls and/or training drills to stay current on the fire department's equipment and procedures may become a safety liability to themselves and others. A similar standard will be used to ensure adequate attendance.*

#### **Section 5: Oath of Office**

All members of the Department shall adhere to the bylaws, guidelines, policies, procedures, directives, rules and regulations as promulgated, adopted and approved by the Department, and shall swear an oath to do so upon accepting membership in the Department.

The Oath of Office shall be made available to all applicants prior to the swearing-in event.

#### **OATH or AFFIRMATION**

**I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support the Constitution and Laws of the United States of America, the Constitution and Laws of the State of New Mexico and the Ordinances of the Village of Magdalena; that I will be obedient to the Policies, Orders, Rules and Regulations of the Magdalena Volunteer Fire Department; and that I will faithfully and impartially discharge the duties of the Magdalena Volunteer Fire Department in which I am about to enter, to the best of my ability.**

## Section 6: Status of Volunteer Members

Magdalena Volunteer Fire Department membership status shall be determined and defined as one of the following:

### A. Active Duty:

A volunteer member of the Department who performs firefighting and/or emergency medical services for the Department, routinely responds to emergencies within the Departments area of coverage, attends meetings regularly and otherwise meets the requirements listed below. Active duty members shall be provided necessary personal protective equipment.

1. Is at least 18 years of age;
2. Meets all physical requirements for this classification;
3. Has completed the probationary period and all necessary training requirements;
4. Attends a minimum of 40% of all regular meetings;
5. Attends a minimum of 40 % all required trainings;
6. Responds to a minimum of 50% of all emergency calls; **not to include those from which member has been excused due to work, school or leave of absence requirements;**
7. Has passed mandatory training requirements and has been checked out on all vehicles and equipment he or she is assigned to use or operate;
8. Has a current New Mexico driver's license and a clear driving and criminal record and has successfully completed an Emergency Vehicle Operation (EVO) program or will be attending the next scheduled EVO program;
9. Remains SCBA-qualified throughout the year.

### B. P.E.R.A. Qualified Duty:

A member of the Department who meets the Active Duty requirements plus the requirements of the Volunteer Firefighters Retirement Act listed below and thus qualifies for PERA Volunteer Firefighter Retirement:

1. Is at least 18 years of age;
2. Attends a minimum of 50% of all regular meetings;
3. Attends a minimum of 50% of all required trainings;
4. Responds to a minimum of 50% of all emergency calls; **not to include those from which member has been excused due to work, school or leave of absence requirements.**

**C. Limited Duty:**

A volunteer member of the Department who cannot meet the physical fitness requirement and/or is not SCBA qualified but otherwise meets the requirements of an Active Duty member. Limited-duty members perform important support services for the Department but may not be interior firefighters. Limited duty members can hold elected office and provide support on the fire ground. Support services include, but are not limited to, incident command positions, pump operations, EMS, pulling and loading hose, tanker shuttle operations, assisting firefighters at the fire scene (not direct structural fire suppression operations) and other duties as assigned by the officer in command. Limited-duty members shall be provided necessary and adequate personal protective equipment.

**D. Probationary:**

A volunteer member of the Department who is undergoing orientation and/or training in order to obtain Active or Limited Duty Status. The normal probationary period for a new member shall be six months. Probationary status can be extended if the volunteer member has not completed the State required training. Probationary members shall be provided personal protective equipment necessary for training purposes to ensure their safety during all training exercises. A member may also be placed in this status subsequent to a disciplinary process further defined herein.

**E. Cadet (Junior Fire Fighter):**

Is a junior volunteer member of the Department who has reached the minimum age of fifteen (15) but is less than eighteen (18) years of age and has the permission of at least one parent or guardian. Cadets must complete a membership application and at least one parent or legal guardian must sign a Department approved waiver prior to the participation in any Department related activity. Cadets may not be firefighters; they may however, receive fire training and provide support services on the fire ground similar to those provided by Limited Duty members. Cadets should always be paired with an Active or Limited Duty member.

**F. Auxiliary:**

A volunteer member of the Department who provides administrative or other support services for the Department. Auxiliary members may participate in all Department social activities, meetings and training. Participation in any emergency scene, including fire ground activity, is strictly limited and restricted to an area designated as a safe zone. Auxiliary members may not engage in fire fighting or emergency medical service-related activities. However, they may assist with Departmental record keeping, database entry, purchasing, fundraising, public education activities or other Department-related administrative duties.

#### **G. Honorary:**

Those persons who have been so recognized by a vote of the majority of the members of the Magdalena Volunteer Fire Department who are in good standing and eligible to vote at a regular meeting at which a quorum of members is present. This honor may be bestowed upon anyone who, in the opinion of the elected officers and membership of the Fire Department, has made a significant contribution to the efforts of the Fire Department.

#### **H. Retired:**

Those persons who have been members of the Department for ten (10) or more years, have reached the minimum age of fifty-five (55) and have requested retirement status from P.E.R.A. or have incurred from any cause a disability which prevents them from performing the normal duties and responsibilities of an Active or Limited Duty member. The determination for eligibility for retired status due to a medical condition shall be based on evidence submitted by the member for consideration or upon reported evidence of inability to perform tasks at an acceptable level. A retired member of the Department may continue service in accordance with the Volunteer Fire Fighters Retirement Act. Retired members who remain active may participate in meetings and functions and shall have voting privileges for the purpose of Fire Department business.

#### **I. Inactive:**

Any member not meeting the requirements of A. through H. listed above, not in good standing with the department due to disciplinary actions or failure to follow Departmental policies, orders, Rules and Regulations, guidelines and directives. Inactive members are required to return all personal protective equipment and Department-owned equipment. Inactive members shall have their voting privileges terminated. Inactive status will be recommended by a majority of the Department Officers and final determination of a member's inactive status will be made by the Fire Chief.

#### **J. Restrictions:**

A volunteer member of the Department who becomes a full-time, paid firefighter for another agency may be limited in the duties he or she performs as a volunteer member of the Magdalena Volunteer Fire Department.

### **Section 7:                      Leave of Absence**

Members may submit a written request for a leave of absence (LOA) to the Fire Chief when personal, employment, or other circumstances prevent them from fulfilling the requirements of their membership status for an extended period of time. Members who are granted a LOA by the Fire Chief are required to return all Department-owned equipment and personal protective equipment issued by the Department. Upon re-instatement equipment will be re-issued to the member. Members who have been on a LOA may return to the Department with no loss of seniority, except for the time lost while on the LOA, and shall have their voting privileges and status reinstated upon



return. If the LOA has been for a period greater than six months, the member shall be required to perform a standard vehicle and equipment recertification prior to reinstatement. If the member is on LOA due to active military duty, said member may return to the Department with no loss of seniority and shall have their voting privileges and status reinstated upon return.

## **ARTICLE V            DEPARTMENT OFFICERS**

### **Section 1:            Election, Confirmation and Duties**

The Fire Chief and Assistant Fire Chief are the only officers elected and confirmed, per Article 2 of the Village of Magdalena Ordinances. Election of these officers shall be conducted as follows:

1. A candidate for office must be a volunteer member of the Fire Department, and must be an Active or Limited Duty member in good standing.
2. Eligible voters: only those Active or Limited Duty volunteer members of the Fire Department who have met the requirements of said membership and are in good standing may participate in the nomination of officers and/or vote in the election.
3. A candidate for office is prohibited from nominating himself/herself for any office.
4. A candidate for a specific office must meet the minimum requirements for the office.
5. Elections shall be conducted by secret ballot. However, if only one person is nominated for office that person may be elected by a vote of affirmation of the members present.
6. Any person receiving the greatest number of votes for a particular office cast by a quorum of members eligible to vote and present at the election meeting shall be elected to that office.

### **Section 2: Appointed Staff Officers**

The following officers may be appointed by the Fire Chief to perform duties consistent with said office. Any officer may hold more than one staff position:

1. Safety Officer
2. Training Officer
3. Engineer
4. Staff Captain(s)
5. Staff Lieutenant(s)
6. EMS Coordinator

### **Section 3: Vacancies**

If for any reason an elective office is vacated, an election shall be held at the next regularly scheduled business meeting or at a special meeting, at which a quorum of members eligible to vote is present, to elect an officer to fill the vacated office.

#### **Section 4: Duties**

Elected officer duties are set by the Village of Magdalena Ordinances, Article 2, and shall not be amended except by an official vote of the Village Board of Trustees. Appointed Staff Officer duties shall be determined and set forth by the Fire Chief.

### **ARTICLE VI**                      **CADET PROGRAM**

#### **Section 1:**

Cadets, as defined earlier within these bylaws, shall follow all applicable Department Rules, Regulations, Policies, Directives and Guidelines as adopted by the Magdalena Volunteer Fire Department.

#### **Section 2:**

Those persons who have attained the age of sixteen (16) and have the permission of at least one parent or guardian, may apply for cadet status in the department. Cadets may not participate in emergency responses except under the direct and constant supervision of a line officer. Cadets shall not drive any Department vehicle under any circumstance and may not operate equipment except under direct supervision during training exercises. **The safety of cadets is of the utmost importance. Department officers will make every effort to ensure the safety of cadets at emergency scenes and during training.**

#### **Section 3:**

New cadets must complete a Department application, have the written approval of at least one parent or guardian, and complete an oral interview with the Department Officers prior to appointment to a six-month probationary status. Cadets will not be issued personal protective equipment, badges, or pagers while in probationary status. Cadets must attend seventy-five (75%) of business, maintenance and training meetings, during which time they will be evaluated to determine their eligibility for Active Cadet status. Active Cadet status members will be issued personal protective clothing for fireground support activities. Cadets who reach their 18<sup>th</sup> birthday and qualify for Active Duty Status will be moved to Active Duty status in the Department following approval of membership.

#### **Section 4:**

**A mentor from the Fire Department will be assigned to each Cadet during the Cadet's probationary period by the Fire Chief.**

#### **Section 5:**

During probation, monthly evaluations of the Cadet may be conducted by the assigned

mentor and submitted to the Fire Chief. Testing of fire and medical training proficiency as well as testing the Cadet's ability to perform station and vehicle maintenance shall be noted in the evaluations. Following the probationary period Cadets remain subject to random testing and evaluation.

#### **Section 6:**

Cadets must maintain a 2.0 grade point average or better in their schoolwork in order to remain in good standing with the Department. Attendance at business, maintenance and training meetings will be limited to no later than 2200 hours. A Cadet's parent or legal guardian may limit the Cadet's participation in any activities at any time by notifying the Fire Chief or assistant Fire Chief. A Cadet's membership will be terminated immediately if he/she is found to be skipping school to participate in Fire Department activities. *School comes first!*

### **ARTICLE VII            DISCIPLINE AND REMOVAL OF MEMBERS**

#### **Section 1: Detrimental and Improper Conduct**

Each member shall be held accountable and responsible for his/her individual actions. No officer or member of the Department shall be exempt from these requirements.

In cases where Village property, other Department members or citizens or their property are at risk because of a member's actions, the Officer in Charge shall put the member on inactive duty status until a hearing is held and a decision is rendered. A members' conviction on a felony charge will result in immediate dismissal.

The following shall be considered conduct detrimental to the welfare and operations of the Department and shall be cause for disciplinary action up to and including immediate suspension and/or dismissal.

1. Insubordination (failure to follow a direct order of a superior officer);
2. Failure to perform his/her duty; (dereliction of duty);
3. Failure to follow Village standards, policies and procedures and/or a Chiefs/Officers directive;
4. Performing any membership function while under the influence of alcohol, controlled substances and/or mind-altering substances;
5. Negligence in the performance of duty including negligence in the operation of Village vehicles or equipment;
6. Negligence of failure to adhere to established safety rules or regulations as well as willful unsafe conduct;
7. Misuse or mismanagement of Department funds;
8. Conduct unbecoming an officer or member of the Department including statements made public or private, or actions performed that degrade the Department or its operations or personnel, including sexual misconduct;
9. Actions that unnecessarily endanger the member, other members, and/or the public.

## **Section 2: Disciplinary Process**

The Department subscribes to the concept of progressive discipline and it should be practiced as a corrective measure whenever possible. However, there are instances when a disciplinary action, including immediate dismissal, is appropriate without first having imposed a less severe form of discipline.

### **A. Oral Warning/Reprimand:**

An oral warning or reprimand is used to correct minor infractions of performance, conduct or behavior. Members should be notified that further instances may require additional progressive discipline.

### **B. Written Reprimand:**

A member shall receive a written reprimand when an infraction is of a greater degree of seriousness than that for which an oral reprimand may be used, or if a previous oral warning/reprimand was not effective as a corrective action.

The Fire Chief shall meet with the member to issue the written reprimand. The member should be asked to sign the document to acknowledge receipt. The member's signature does not necessarily indicate concurrence with the content. If the member refuses to sign the document, the Fire Chief and officer will date and sign the document to verify that the reprimand was issued, in person, to the member. A copy of the reprimand shall be placed in the member's file for a period of 24 months after which, if no other written reprimands have been issued during that period, the document shall be destroyed.

### **C. Examples of Infractions Requiring Corrective Action**

The following instances shall warrant the initiation of a formal progressive disciplinary process. A written reprimand may include a demotion, temporary suspension, or dismissal from the Department.

1. Failure of a member to attend required meetings, trainings or to respond to emergency responses as required to maintain the member's status in the Department.
2. Failure to follow the requirements of a previous disciplinary action.
3. Misuse or abuse of Department equipment or apparatus.
4. Misuse or abuse of Department insignia, identification, or privilege.
5. Misuse or abuse of an emergency vehicle operator permit.
6. Interference with the duties of a law enforcement officer.
7. Misrepresentation of authority and/or any act that implies an inappropriate level of authority and/or intimidates a member of the public.
8. Misuse or abuse of communication equipment and/or violating Department's communication standards.
9. Failure to report damage to any station, Department vehicle or equipment caused by the member or another member of the Department.
10. Willful falsification of Department records or reports.

11. Theft of, unapproved appropriation of, or modification to, Department equipment, vehicles, stations, records or supplies.
12. Failure to follow and/or comply with state and Village procurement codes, rules and regulations.
13. Misrepresentation of qualifications, level of training or licensure or experience.
14. Harassment (physical, mental, or sexual) of another member of the Department.
15. Negligent damage to property and/or person(s).
16. Failure to report duty injuries, accidents or vehicle collisions.
17. Unauthorized use or abuse of Village property (e.g. cell phones, vehicles or other equipment).
18. Fighting while on duty or on Village property.
19. Failure to report loss of driver's license.
20. Operation of a Village vehicle or a private vehicle while on fire department business without a valid driver's license.
21. Acceptance of a bribe or kickback.
22. Use of official position or authority for personal profit or advantage;
23. Theft or destruction of Village property.
24. Being convicted of a felony.
25. Falsification of official documents.
26. Lying to a superior officer.
27. As nothing can constitute an exhaustive list, any action or omission not mentioned herein but of such a serious nature as to warrant serious disciplinary action.

### **Section 3: Formal Grievance and Appeal Process**

This formal grievance and appeal process is applicable for disciplinary actions that include suspension, demotion or dismissal from the Department. Members who have completed their probationary period have a right to the grievance and appeal process.

#### **A. Request for Hearing**

The member shall file a formal written request for hearing with the Fire Chief within three (3) working days of receipt of the disciplinary action.

#### **B. Schedule Hearing**

Within seven (7) working days of receipt of the written request, the Fire Chief shall schedule a hearing date, time and location to hear the aggrieved.

#### **C. Hearing**

The Fire Chief or his designated hearing Officer, shall hear the aggrieved and the evidence and information provided by the Fire Chief. If a hearing officer has heard the aggrieved, a written recommendation shall be forwarded to the Fire Chief within 24 hours.

#### **D. Decision**

The Fire Chief shall then have three (3) working days to consider the information and render a written decision to the aggrieved. The decision of the Fire Chief is final and may not be appealed, except as provided by NMSA 1978 Section 39-3-1.1 (1999).

### **Section 4: Criminal Charges or Convictions**

In general, the private life of a member of the Department is considered personal and outside the jurisdiction and authority of the Village. However, when a member's action or behavior may have a detrimental effect on the Department, another member of the Department, or the Village, or when an applicant has applied for membership, such action and/or behavior shall be considered when reviewing an application membership, or the corrective or disciplinary action or termination of that member. Any criminal conviction occurring prior to application for membership must be disclosed by the applicant at the time of application. The information will be considered confidential by the Department and will not be shared unless it is considered to be public information by state statute, by the State Attorney General, by the Village Attorney or by court of law. It should be noted that any individual who has been convicted of a crime and has subsequently served his/her sentence has the right to be considered for membership by the Department. However, the Department reserves the right to use past criminal conduct, behavior, and/or conviction as a reason to deny an application for membership.

## **ARTICLE VIII      AMENDMENT OF BYLAWS**

### **Section 1: Village Board of Trustees**

These Bylaws may be amended only by formal action of the Magdalena Village Board of Trustees at the request of the Fire Chief.

### **Section 2: Recommendations for Amendments**

Recommendations to amend these Bylaws may be formalized by the Magdalena Volunteer Fire Department, approved by the Fire Chief, and forwarded to the Village Board of Trustees for formal approval and adoption by resolution.

**MCT, Inc.**7451 Pan American Freeway NE  
Albuquerque, NM 87109Phone (505) 345-8651  
Fax (505) 345-2597  
E-Mail mctindustries@mct-ind.com**Sales Quote****25189****Quoted 4/4/2022****Bill To**VILLAGE OF MAGDALENA  
P.O. BOX 145  
MAGDALENA, NM 87825**Ship To**P.O. BOX 145  
MAGDALENA, NM 87825**Contact**RICHARD RUMPF  
575 854-2261

Purchase Order	Ship Via	FOB	Reference	Entered By	Sales rep	Terms
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TMM 4/4/2022 FM Net 30

Product	Description	Ordered	Price	Disc %	Amount
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2022 BIG TEX		1.00	6,342.50	15.00%	\$5,391.13
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10PI-18 PER STANDARD SPECIFICATIONS  
(PLEASE SEE ATTACHED)

CURRENTLY IN STOCK

CES CONTRACT # 2020-31D-C101-ALL

OPTION: SPARE TIRE		1.00	383.50	15.00%	\$325.98
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Sub-total	\$5,717.11
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Sales tax	
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Quote Good for 30 Days	Total	\$5,717.11
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# 10PI PRO SERIES TANDEM AXLE PIPE TOP UTILITY

<b>G.V.W.R.</b>	9,990#	<b>AXLE</b>	(2) 5,200# EZ Lube w/Electric Brakes
<b>G.A.W.R. (Ea. Axle)</b>	5,080#	<b>SUSPENSION</b>	Multi-Leaf Spring w/Equalizer
<b>COUPLER</b>	Adjustable, Forged 2-5/16"	<b>TIRE</b>	ST225/75 R-15 Load Range D
<b>SAFETY CHAINS</b>	1/4" Grd. 70 w/Safety Latch Hook (2 ea)	<b>WHEEL</b>	15" x 6"; Black Mod, 6 Bolt
<b>JACK</b>	8,000# Drop Leg, Set-Back Jack	<b>FLOOR</b>	2" Treated Pine or Douglas Fir*
<b>TONGUE</b>	5" Channel Fold Back/Wrap Tongue	<b>LIGHTS</b>	L.E.D. D.O.T. Stop, Tail, Turn & Clearance
<b>TOP RAIL</b>	2-7/8" <i>Square Tube</i>	<b>ELEC. PLUG</b>	7-Way RV
<b>FRAME</b>	5" x 3" x 1/4" Angle	<b>FINISH (Prep)</b>	Steel is Cleaned to Ensure a Professional Smooth Finish.
<b>CROSSMEMBERS</b>	3" x 2" x 3/16" Angle	<b>FINISH</b>	Superior Quality Finish is Applied for a Highly Decorative and Protective Finish.
<b>UPRIGHTS</b>	18" Tall - 3" x 2" x 3/16" Angle		
<b>FENDERS</b>	9" x 72" Teardrop, Smooth w/Back		

\* Douglas Fir Available from Caldwell, ID Facility Only

## STANDARD FEATURES

- Stake Pockets on Outside Frame
- Adjustable, Forged 2-5/16" Coupler in Channel
- Fold Back/Wrap Tongue
- Set-Back, 8,000# Drop Leg Jack
- EZ Lube Hubs
- Dexter Brand Axles
- Nev-R-Adjust Electric Brakes on All Hubs
- Cambered Axles
- Tear Drop Style Fenders
- 2-7/8" Pipe Top Rail
- Grammet-Mount Sealed Lighting
- L.E.D. Lighting Package
- Protected Wiring
- Spare Tire Mount (Side)
- 4' Slide-In Ramps (Channel)
- Complete Break-A-Way System w/Charger
- Radial Tires

## DESCRIPTION

Dimensions			
14'	169-1/2"	103"	66-1/2"
16'	193-1/2"	115"	78-1/2"
18'	217-1/2"	127"	90-1/2"
20'	240"	138"	102"

