



Alamogordo City Commission

NOTICE OF MEETING

Addendum to

Regular Meeting Agenda

Tuesday, February 11, 2014 – 7:00 pm
City Hall, City Commission Chambers
1376 E. Ninth St.

- Robert Rentschler**Mayor, District 3
- Jason Baldwin**.....Mayor Pro-Tem, District 1
- Nadia Sikes** District 2
- Josh Rardin** District 4
- Al Hernandez**..... District 5
- James Talbert** District 6
- Susie Galea** District 7

- Jim Stahle** City Manager
- Stephen Thies** City Attorney
- Renee Cantin** City Clerk

In accordance with Section 10-15-1.D, NMSA 1978 (2010 Cumulative Supplement), this agenda has been posted on the bulletin board located in the east/west lobby of the City Hall and in the glass case located outside a the north entrance of the City Hall, distributed to the appropriate news media, and posted on the City website: <http://ci.alamogordo.nm.us> within the required time frame. As a courtesy, the entire Agenda Packet has also been posted on the City of Alamogordo website: <http://ci.alamogordo.nm.us>

The Mayor and City Commission request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Commission Chambers to respond to or to conduct a phone conversation. The Alamogordo Commission Chambers is wheelchair accessible. Other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Clerk’s Office at 575-439-4205.

Addendum to Regular Meeting Agenda

EXECUTIVE SESSION (Roll Call Vote Required)

Adjourn into Closed Session in compliance with Section 10-15-1.H, NMSA 1978 (2010 Cumulative Supplement), to discuss:

- **Limited Personnel Matters (City Manager Performance Evaluation)**



Alamogordo City Commission

NOTICE OF MEETING

Regular Meeting Agenda

February 11, 2014 – 7:00 pm
City Hall, City Commission Chambers
1376 E. Ninth St.

- Robert Rentschler**Mayor, District 3
- Jason Baldwin**.....Mayor Pro-Tem, District 1
- Nadia Sikes**District 2
- Josh Rardin**District 4
- Al Hernandez**.....District 5
- James Talbert** District 6
- Susie Galea**District 7

- Jim Stahle** City Manager
- Stephen Thies** City Attorney
- Renee Cantin** City Clerk

MISSION STATEMENT as Adopted by the City Commission on March 24, 1995.

The City of Alamogordo is a Municipal Corporation that exists solely for the purpose of providing the best possible services to our customers, the citizens of Alamogordo. We are committed to providing these services with honesty, integrity, compassion, fairness, and a commitment to excellence.

We are committed to the long-term financial stability and responsible growth of the City and all decisions will be driven by our commitment to provide the best services possible in a financially sound and responsible manner given the economic realities facing the City.

In accordance with Section 10-15-1.D, NMSA 1978 (2010 Cumulative Supplement), this agenda has been posted on the bulletin board located in the east/west lobby of the City Hall and in the glass case located outside a the north entrance of the City Hall, distributed to the appropriate news media, and posted on the City website: <http://ci.alamogordo.nm.us> within the required time frame. As a courtesy, the entire Agenda Packet has also been posted on the City of Alamogordo website: <http://ci.alamogordo.nm.us>

The Mayor and City Commission request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Commission Chambers to respond to or to conduct a phone conversation. The Alamogordo Commission Chambers is wheelchair accessible. Other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Clerk's Office at 575-439-4205.

CALL TO ORDER & ROLL CALL

Announce the presence of a Quorum.

INVOCATION & PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PRESENTATIONS

1. **Presentation on the proposed Otero County Juvenile Justice Board.** (District Judge Angie Schneider, Division IV)

PUBLIC COMMENT

Residents must sign up with the City Clerk to address the City Commission. Comments are limited to 3 Minutes, and there will be a maximum of 21 Minutes allowed for Public Comment.

CONSENT AGENDA (Roll Call Vote Required for Items No. 4, 5, & 6)

All matters listed under the Consent Agenda are considered to be routine by the City Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

2. **Approve Minutes of the January 28, 2014 Regular Meeting of the Alamogordo City Commission.** *(Renee Cantin, City Clerk)*
3. **Approve statement related to the Executive Session of January 28, 2014.** *(Renee Cantin, City Clerk)*
4. **Approve Resolution No. 2014-05 requesting written approval from the Local Government Division of the Department of Finance & Administration, State of New Mexico for the revised budget figures computed as of January 28, 2014. [Roll call vote required]** *(Kathy Gilsdorf, Budget Analyst)*
5. **Approve Resolution 2014-07 approving the DFA Quarterly Report for the period ending December 31, 2013. [Roll call vote required]** *(Matt McNeile, Assistant City Manager)*
6. **Approve Resolution No. 2014-08 designating the City Clerk as the Custodian of Records and including the method of destruction as incineration. [Roll call vote required]** *(Renee Cantin, City Clerk)*
7. **Approve the Investment Report for the quarter ending December 31, 2013.** *(Matt McNeile, Assistant City Manager)*
8. **Approve the purchase of a 4,406 square foot construction easement at 261 Panorama Boulevard.** *(Stephen Thies, City Attorney)*
9. **Approve the purchase of a 2.61 acre parcel (Parcel 01-15803) between Pecan Drive and Fairgrounds Road.** *(Stephen Thies, City Attorney)*

ITEMS REMOVED FROM CONSENT AGENDA

PUBLIC HEARINGS

10. **Public Hearing concerning improvements to the Tenth St. Water Tower.**

NEW BUSINESS

11. **Consider, and act upon, a request to fill the Lifeguard position, to be assigned to the Recreation Center/Community Services Department.** *(Matt McNeile, Assistant City Manager)*
12. **Consider, and act upon a request to fill the Senior Center Kitchen Custodian position, to be assigned to the Alamo Senior Center/Community Services Department.** *(Matt McNeile, Assistant City Manager)*
13. **Consider, and act upon, a request to fill the Airport Manager position, to be assigned to the Community Services Department.** *(Matt McNeile, Assistant City Manager)*
14. **Consider, and act upon, a request to authorize filling the Finance Director Position and allow an Interim Director be appointed until a full time permanent Finance Director can be recruited.** *(Jim Stahle, City Manager)*
15. **Appointments to Boards & Committees.** *(Robert Rentschler, Mayor)*

PUBLIC COMMENT

(Continued if needed)

CITY MANAGER'S REPORT

REMARKS AND INQUIRIES BY THE CITY COMMISSION

EXECUTIVE SESSION (Roll Call Vote Required)

Adjourn into Closed Session in compliance with Section 10-15-1.H, NMSA 1978 (2010 Cumulative Supplement), to discuss:

- **Sale, Acquisition, or Disposal of Real Property (A 1.3 acre tract located in the NE 1/4 of the NW 1/4, Section 29, T16S, R 10 E)**

ADJOURNMENT

CITY OF ALAMOGORDO, NEW MEXICO
CITY COMMISSION REGULAR MEETING MINUTES
7:00 P.M., COMMISSION CHAMBERS
JANUARY 28, 2014

ROBERT RENTSCHLER, MAYOR
NADIA SIKES, COMMISSIONER
JOSH RARDIN, COMMISSIONER
AL HERNANDEZ, COMMISSIONER
JIM TALBERT, COMMISSIONER

JASON BALDWIN, MAYOR PRO-TEM
SUSIE GALEA, COMMISSIONER
MATT MCNEILE, ASST. CITY MANAGER
STEPHEN THIES, CITY ATTORNEY
RENEE CANTIN, CITY CLERK

CALL TO ORDER, ROLL CALL, INVOCATION & PLEDGE OF ALLEGIANCE

Mayor Rentschler called the meeting to order at 7:00 p.m. Roll Call was taken by the City Clerk. City Manager Stahle was absent. Assistant City Manager McNeile filled in for him. Clerk Cantin announced there was a quorum present. The Invocation was given by Karen Pagle and the Pledge of Allegiance was led by Commissioner Sikes.

APPROVAL OF AGENDA

Mayor Pro-Tem Baldwin moved to approve adding the Addendum items to the agenda. Commissioner Talbert seconded the motion. Motion carried with a vote of 7-0-0.

Commissioner Rardin asked to add an item to the Executive Session for Limited Personnel Matters (City Manager / Finance Director) and moved to approve the agenda with this addition.

Commissioner Galea asked for discussion.

Commissioner Hernandez seconded the motion. Motion carried with a vote of 6-1-0. Commissioner Galea voted nay.

Commissioner Galea asked for discussion and said she didn't understand the Limited Personnel Matters for City Manager if the City Manager isn't here.

Commissioner Rardin remarked we have an issue that needed discussion pertaining to the City Manager/Finance Director. He said the City Manager chose not to be here tonight and Commissioner Galea told him the City Manager was ill. Commissioner Rardin repeated he wanted this added because we need to discuss something about it. Commissioner Galea said she votes nay.

PRESENTATIONS

- 1. Presentation related to an update from Holloman Air Force Base including the F-16 transition and information of the population increase expected by the end of March.**
(Colonel Andy Croft, Presenter)

Colonel Croft introduced himself as the Wing Commander of Holloman Air Force Base (HAFB). He showed a PowerPoint program along with his comments, and noted it had been about one year since he last addressed the Commission. Colonel Croft explained the current status of HAFB and explained the changes coming up in the next year to year and a half.

Colonel Croft explained the sign that sits at the entrance of the base as it will appear in April when the F-16s will be added and the F-22s will depart. He noted HAFB is the primary training base for the MQ-9 Reaper and the M-1 Predator as well as the German Air Force Tornado training operation. He pointed out the other entities that are not in their wing but reside at HAFB. There are about 4,500 folks in the 49th Wing and the 44th Fighter Group is a reserve component of about 300 reservists who

were all in the F-22 operation. The 96th Test Group does all the sled testing and avionics testing, and the 4th Space Control Squadron comprising 60-80 personnel will soon be moving to Peterson Field in Colorado. This will leave a 65,000 sq. ft. facility empty unless we move into it or bring in a new mission. They originally had 24 F-22s, but are now down 16 with about four a month being moved out. This will be final by about the middle to end of April and at that point the F-22s will be gone along with the sonic booms you hear. The F-16 will not go super sonic nearly as much as the F-22. The MQ-1 is at nine aircraft and the MQ-9 is at 15 and will grow to 24. The Air Force will eventually divest itself of the MQ-1 as the original Remote Powered Aircraft (RPA) and move all those missions into the MQ-9 which is the aircraft of the future. There are seven T-38s which support the F-22s and some will move to Tyndall. The GCS, Ground Control Station, is the box they fly the RPAs out of and we treat as an aerospace vehicle. The BEAR (Base Expeditionary Airfield Resources) Base function is to go anywhere in the world and stand up a remote airfield. They can set up a base for a couple of thousand people and HAFB is the only base in the Air Force with this capability. We also have two transportable air clinics that our medical group can send out.

Colonel Croft went on to show the history of HAFB which began in World War II. The F-117A retired in about 2008; the F-22s and MQ-1s and MQ-9s arrived in 2009; our second MQ-9 squadron stood up about one year ago; we now are at steady state for the RPA mission. The F-22 will be gone by about mid-April and the first of 50 F-16s will arrive in April of this year and about four per month will arrive through 2015. We will go to 24 MQ-9s by 2015 and the GAF will bring the Eurofighter here somewhere around 2016-2017, but that is dependant upon how many aircraft they buy. They have an agreement with the GAF to host up to 42 aircraft; right now there are only 14 on the base so we can add those planes with no modification to our agreement.

HAFB trained less than 200 RPA air crew in 2009 and are up to about 730 at this time, so the RPA program has grown significantly over the last four years. We now are at a steady state, and we are the only base in the Air Force that trains these pilots and sensor operators who fly those airplanes. So they are the training unit for RPAs and will soon be the training unit for F-16s. He showed the ramp up of personnel associated with the F-16 mission. There are about 20-30 F-16 related personnel at the Base now and we will go up to just under 800 by the end of 2015. The net change of personnel over the next year and a half is going to be about 600 more permanently stationed people plus F-16 students coming in. That is about 10% or more of our base population so you will see an increase related to the F-16. Because we will primarily be a training base for the F-16s, you will see more aircraft flying over the Base than you did with the F-22s which basically took off for a mission and came back to land.

The Colonel gave an update on the GAF saying they recently reduced their Tornados to 14, but will increase to 16 in the next month or so. There about 1,400 total military and family members who work and live in Alamogordo. The GAF function at HAFB is the biggest foreign investment training operation in the United States. The Germans also shut down their command structure at Ft. Bliss and moved it to HAFB, so their commander is now in charge of all German Forces training in the United States.

HAFB contributes about \$1.3 million dollars per day to the local economy. Over half of Alamogordo's population is related to active duty retirees, civilians, contractors or others somehow involved at the Base. Colonel Croft explained there are over 3,000 17-24 year old active duty folks who live and work at the Base with 1,400 of them single and under the age of 23. He noted it was important when businesses like the new Buffalo Wild Wings opens because it gives them something to do on the weekends. He said they work very well with the Alamogordo Public Schools (APS) and have an Elementary and Middle School on the Base. The Middle School at HAFB won the Blue Ribbon School for this year and was the only one at the Middle School level in New Mexico to do so. He praised Alamogordo High School and said he shows this information to new folks coming in. He also shows new folks the information on Gerald Champion Hospital since the Base does not have a hospital or emergency room. Colonel Croft quickly covered the Local Volunteer opportunities and he encourages those on Base to volunteer in the community and county. He thanked everyone for interacting with his airmen when they come to do this.

He noted again that the Base would grow in the next year and a half by about 10% , the F-22's will be gone by April, the F-16s will begin arriving in April and that operation will be two squadrons training F-16 pilots, not a combat operation. There will be RPA training, F-16 training and GAF training so we will become a training base versus a base that deploys. We will be sending less out to Afghanistan than we have in the past although we will continue to deploy about 10% of the Base at any one time mainly to Afghanistan and the big bases around the Gulf in Southwest Asia. Our police, security forces, civil engineers and our BEAR Base folks will continue to deploy to support operations down range. He left pamphlets for the Commissioners. One described Space Control Squadron Facilities and the other described the 49th Wing. He felt it was important we lobby for new missions at HAFB. Long term, he said Holloman was the best airfield he had ever been to and was the best airfield that flies Stealth aircraft. This is the base that should host the F-35 because it has the best hangers in the air force – 44 of them. We have the best weather, overland ranges and super sonic capabilities. As the F-16 retires in about 2025-2030, we as a community should press for the F-35. If we begin propagating that message now, we will be in lock step when it is decided where the F-35 basing will be. They will be building F-35s 25 years from now. We need to do things in concert in order to save the taxpayer dollars.

Commissioner Galea thanked him and said there was a ground breaking on January 16th and HAFB sent Colonel Bennett. He was unable to take part in the actual ceremony, but she assured Colonel Croft HAFB is very much a part of our community. HAFB owns the Bonito Line and will help with cutting that ribbon later this fall. She was grateful for the relationship HAFB has with Alamogordo and it has no bearing on the community to Holloman when our mayor does a no-call/no-show to the Annual Awards Banquet. She was very sorry there were two empty seats at their head table. She again thanked him for his presentation.

Mayor Rentschler asked him about the RPA pilot training per year and Colonel Croft said they would be training 730 per year, pilots and sensor operators. Mayor Rentschler asked if they stayed on base and how long it took to train. Colonel Croft told him if they are here TDY (less than six months) they are on base, but if here PCS (Permanent Change of Station) they can live wherever they want which generally means in a downtown apartment. He noted some live in the new trailer park by the airport where the accident happened the other day. The F-16 will be the same; the new students will be here longer than six months and will need to live somewhere else besides on base because base housing is full. That will be about 50-60 students a year. The ones who have had previous F-16 training and will be here TDY, three to four months, will stay on Base if there is room; if not they will have to stay in a hotel or rent an apartment downtown. The Base housing is nearly full at this time. Basically, it will be a mix – some on base and some downtown.

Mayor Rentschler asked how many F-16 pilots would be coming and how long will they stay. Colonel Croft told him it will slowly ramp up and the first ones who come in May will be those previously trained on the F-16 and will be here only two-three months at a time. There will only be 20-30 through the end of 2014. As we get to 2015 and set up the second squadron, we will have 50-80 per year in the over six month and under six month timeframe. The maximum will be about 70-80 per year. Mayor Rentschler said we see economic activity as a result of that and Colonel Croft agreed, adding the bigger economic activity will be from the 600 or so families over the next year and a half.

Mayor Rentschler stated he has known Colonel Croft for the last year or so and felt he was the most dynamic commander they had ever had at HAFB. The interaction has been outstanding and he noted they might not see him again in this situation. Everyone applauded.

Colonel Croft mentioned the accident that happened recently where three of their airmen had been killed on Airport Road because of excessive speed. One was 26, one was 21 and one was 19. The memorial service for the first airman was today and there would be another on Thursday and then the last next week. He thanked Lenora Stevens and Senator Bill Burt for reaching out and offering help. He remarked these things happen sometimes and are a tragedy. He also said that if the next person who comes doesn't present to the Commission, please ask them to do so. The Colonel said he enjoyed interacting with Alamogordo and other communities and he found he had to continually get

the message out until we get it right as a group. When people are looking for new basing opportunities in the future, it is important when they see the base and the community in lockstep. He felt as long as we all know what the issues are, it really helps HAFB.

PUBLIC COMMENT

Mayor Rentschler mentioned that three minutes would be allowed for each person who wished to speak.

A. Sid Benson of 2809 Sunrise Ave. commented on the following:

1) Mr. Benson told the Commissioners that when he signed in to speak he was unaware there had already been a meeting over the issue which concerned him – the Catholic Cemetery. He did not want to disturb any negotiations so he saved his comments for another time. He would like to be informed when this issue will be on the agenda so he or others who are concerned could come and visit with them about it.

Mayor Rentschler remarked there are intensive negotiations going on, and Mr. Benson said he was aware of that. He had not known there had been some discussion this morning until after he had signed up to speak tonight. He said he was asking for fairness to be considered for those who have a love for that cemetery.

B. Paul Sanchez of 701 Seventh Street commented on the following:

1) Mr. Sanchez said his first question was concerning the unfortunate accident on Airport Road that Colonel Croft had spoken about. He was on that road last night when he took his daughter to a Civil Air Patrol meeting and noted there were not any reflective signs at the curve where the accident took place. Though there may have been other contributing factors to the accident, it is very dark out there and a dangerous curve. He wondered if it would be possible for our Roads people to look at this and put some reflective arrows both as you are going south and as you are coming from the Airport.

Mayor Rentschler told him we are actively looking at the accident site and evaluating what is in place and what may need to be in place. Mr. Sanchez said right now there isn't anything in place and hoped the City would do that.

2) He thought it was unfortunate Commissioner Galea had called Mayor Rentschler out about not making the Annual Awards. He then asked if he had missed a re-organizational meeting, because the last time he had checked, Mayor Rentschler was the mayor. He remarked when he looked on Commissioner Galea's website it says, "Currently Suzie devotes herself full-time to the position of Mayor of Alamogordo," and he wondered why she was stating that when he is the mayor. Mayor Rentschler told him he had no comment at all.

C. Eugene Downer of 500 Lovers Lane commented on the following:

1) Mr. Downer said he was here to talk about trees, but before that he wanted to give a pat on the back to two employees. One was Megan Wade for the good job she was doing on the bill stuffer because she gets a lot of information on a few sheets. He also appreciated Mayor Rentschler's comments which were informative.

2) He then spoke about dead trees. He had been to look at the new million dollar intersection which he noticed had no identifying street signs. On the way back he noticed there were a lot of dead and dying trees on Indian Wells Road. He contacted Commissioner Sikes, Mayor Pro-Tem Baldwin and Commissioner Rardin concerning these trees and tried to facilitate some action to have them removed because they look bad. He wanted each of them to look at these trees again and follow up on their initial actions. While coming here tonight, he noted there are about 10 dead trees at the Zoo. Mr. Downer had mentioned this to Parks Supervisor Erik Marion several months ago and Mr. Marion told him it would be a good winter project. Mr. Downer noted winter is over and the dead trees are still there. This is and has been the Logging Capital of the Southwest, so surely we know how to cut

down a tree. He wanted the mayor and commissioners to facilitate some action on this, because if our parks look bad it hurts property values, is a negative asset for the community and makes it more challenging for the Community Development people to attract folks. He had been at Alameda Park in the summertime with service members and their families and couldn't find any shade for picnicking. He told Mayor Rentschler there was a dead tree at the south end of Juniper which surely he wanted to take care of.

CONSENT AGENDA (Roll Call Vote Required for items No. 7, 8, & 12)

2. **Approve Minutes of the January 28, 2014 Regular Meeting of the Alamogordo City Commission.** (*Renee Cantin, City Clerk*)
3. **Approve statement related to the two Executive Sessions of January 28, 2014.** (*Renee Cantin, City Clerk*)
4. **Approve the Lodger's Tax Expenditures for Tourism & Travel.** (*Jan Wafful, CS Admin. Assistant*)
5. **Review and authorize all Resident Parking Only, Mobility Disabled Resident Parking Only, and Commercial Mobility Disabled Parking Only sign locations to continue to be posted.** (*Jim Stahle, City Manager and Renee Cantin, City Clerk*)
6. **Accept the Annual Reports from City Boards, Commissions and Committees for Calendar Year 2013.** (*Renee Cantin, City Clerk*)
7. **Approve Housing Resolution No. 2014-02 related to Resident Police Officers at the Housing Authority. [Roll call vote required]** (*Maggie Paluch, Housing Manager*)
8. **Approve Resolution No. 2014-04 designating the polling places, and appointing the Precinct Board Members for the March 4, 2014 Regular & Special Election. [Roll call vote required].** (*Renee Cantin, City Clerk*)
9. **Approve a Joint Powers Agreement for the financing and establishment of the Otero County/ Greentree Regional Landfill.** (*Brian Cesar, Public Works Director*)
10. **Approve the increase to the State Grants-in-Aid for the Alamogordo Public Library for FY2014.** (*Sharon Rowe, Library Manager*)
11. **Approve the award of Public Works Bid No. 2013-016 to Apple Mountain Constructors, LLC related to the Bonito Campground Crossing Repairs project, in an amount not to exceed \$231,576.25, including tax.** (*Bob Johnson, Contract Coordinator*)
12. **Consider, and act upon, Resolution No. 2014-06 to substitute Albertson's LLC for Super Market Developers, Inc., in the Gross Receipts Investment Program Agreement. [Roll call vote required]** (*Stephen Thies, City Attorney*)
13. **Consider, and act upon, the purchase of a 0.018 acre tract of land and a 1,920 square foot construction easement both in Lot 3F, Replat F, Motel 6 Subdivision at 232 Panorama Boulevard.** (*Stephen Thies, City Attorney*)
- A-1. **Consider and act upon settlement of Wilder v. City of Alamogordo, et al.** (*Stephen Thies, City Attorney*)

Item # 2 and #3 were revised to correct the date to January 14, 2014.

Commissioner Hernandez moved to approve items # 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, A-1 of

the consent calendar. Commissioner Rardin seconded the motion. Roll call was taken for items #7, 8, & 12. Motion carried with a vote of 7-0-0.

NEW BUSINESS

- A-2. Consider, and act upon, a request to fill the Part Time Recreational Clerk positions, to be assigned to the Alamogordo Family Recreation Center/Community Services Department. (Matt McNeile, Assistant City Manager)**
- 14. Consider, and act upon, a request to fill the Recreation Aide position, to be assigned to the Alamogordo Family Recreation Center/Community Services Department. (Matt McNeile, Assistant City Manager)**
- 15. Consider, and act upon, a request to fill the (2) Lifeguard positions, to be assigned to the Alamogordo Family Recreation Center/Community Services Department. (Matt McNeile, Assistant City Manager)**

Mayor Rentschler asked for the above three items to be voted on together. All were in agreement.

Assistant City Manager McNeile began with A-2 and told the Commission the person who had filled this position just gave her two weeks notice. This position primarily works at the front reception desk at the Family Recreation Center to assist customers. They would also fill in when an employee is sick to pick up children after school for the after school program, and to help clean the facility.

Assistant City Manager McNeile next addressed #14 saying this position is currently in the budget and the incumbent has vacated the position. This person would work with all the Youth Programs at the Recreation Center.

Assistant City Manager McNeile ended with #15 noting one of the employees left to go back to NMSU in Las Cruces and the other was a high school student who didn't have the time needed for this position. Thus, we would like to get these positions advertised and filled as soon as possible.

Commissioner Talbert moved to approve items # A-2 - request to fill the Part Time Recreational Clerk positions, to be assigned to the Alamogordo Family Recreation Center/Community Services Department; #14 - request to fill the Recreation Aide position, to be assigned to the Alamogordo Family Recreation Center/Community Services Department ; #15 - request to fill the (2) Lifeguard positions, to be assigned to the Alamogordo Family Recreation Center/Community Services Department. Mayor Pro-Tem Baldwin seconded the motion. Motion carried with a vote of 6-0-0. Commissioner Hernandez was out of the room at the time of vote.

- 16. Consider, and act upon a request to fill the Accounts Payable position, to be assigned to the Finance Department. (Ken Johnson, Finance Director)**

Finance Director Johnson told the Commissioners the position had been vacated by an individual who had been there for over three years. It is an entry level position and that person had the opportunity to take another job within the City. She will be leaving on Monday, so we would like to go ahead and recruit for the opening. It is budgeted.

Commissioner Rardin moved to approve a request to fill the Accounts Payable position, to be assigned to the Finance Department. Commissioner Sikes seconded the motion. Motion carried with a vote of 7-0-0.

- 17. Consider, and act upon, a request to fill the two Police Officer positions, to be assigned to the Police Department. (Robert Duncan, Police Chief)**

Police Chief Duncan told the Commission he had these two open positions which were both budgeted.

Mayor Pro-Tem Baldwin moved to approve a request to fill the two Police Officer positions, to be assigned to the Police Department. Commissioner Talbert seconded the motion. Motion carried with a vote of 7-0-0.

- 18. Consider, and act upon, a request by the Otero County Habitat for Humanity to donate a residential lot for use in constructing a residence for a low-income family. (Stephen Thies, City Attorney)**

City Attorney Thies said this particular item is a request by the Otero County Habitat for Humanity for the donation of some city owned property for use in their affordable housing program. A number of years ago, New Mexico citizens voted to approve an amendment to the State Constitution relating to the anti-donation clause. As authorized by that amendment, and pursuant to section 6-27-15 of the Affordable Housing Act, a municipality may “donate, provide or pay all, or a portion, of the costs of land for the construction on the land of affordable housing” without violating the anti-donation clause. However, before doing so the municipality must first enact an affordable housing ordinance. The City has enacted such an ordinance which can be found in Appendix C of the Alamogordo Code of Ordinances. The property Habitat for Humanity is interested in is located on Cuba Ave. between 23rd and 25th Streets where there is an odd-shaped lot located on the southwest portion of Cuba. The City acquired this lot along with some property on the east side of Cuba in 1989 when the owner deeded all the property to the City in lieu of paying a special assessment that had been levied against all those lots. Most of the lots were used by our Housing Department to develop affordable housing, but nothing has been done on this lot. Its current assessed value is \$10,336.00. Habitat would build an affordable house on the property and qualify a family to move in and purchase the property from Habitat. City Attorney Thies said there are Habitat representatives here tonight to answer any questions you might have. He said Staff recommends the donation of this lot.

Mayor Rentschler asked if anyone from Habitat for Humanity would like to address the Commission.

Gerald Chambers, President of the Board of Habitat for Humanity in Alamogordo said he felt the Commissioners were all familiar with the program and he could answer any questions they might have.

Commissioner Talbert moved to approve a request by the Otero County Habitat for Humanity to donate a residential lot for use in constructing a residence for a low-income family. Commissioner Rardin seconded the motion.

Mayor Rentschler asked Mr. Chambers to inform their executive director of who the Mayor is. Mr. Chambers said the letter had gone out prior to the change of organization of the Commission.

Motion carried with a vote of 7-0-0.

- 19. Consider, and act upon, the first publication of Ordinance No. 1460 related to amending the Personnel Manual concerning PTO and Separation of Employment. (Stephen Thies, City Attorney)**

City Attorney Thies said this would address an issue that has arisen a number of times in the past several years. Our current Personnel Manual allows an employee to utilize either \$200.00 of accrued PTO (combination of sick and vacation leave) prior to their effective retirement date, or they could receive payment of equal amount in any PTO in excess of the 280 hours would be forfeited. Employees have been abusing this and burning down their number of PTO hours until they reached the threshold of 280 and then they retire and receive a check for \$280.00. This amendment would clarify so the employee would have the option and can't choose both. He noted Staff is requesting approval of first publication of this ordinance. This is an ordinance because the Personnel Manual is adopted by ordinance.

Commissioner Rardin moved to approve the first publication of Ordinance No. 1460 related to amending the Personnel Manual concerning PTO and Separation of Employment. Commissioner Talbert seconded the motion. Motion carried with a vote of 7-0-0.

20. Consider, and act upon, the first publication of Ordinance No. 1461 amending City Code to establish a Perpetual Care Cemetery Fund. (Stephen Thies, City Attorney)

City Attorney Thies said this ordinance would establish a perpetual cemetery care fund. We have the cemetery south of First Street that we own and operate. A portion of that cemetery was created for Perpetual Care which means a portion of the proceeds the City receives from the sale of a burial plot is put into a fund for future care and maintenance of the cemetery for perpetuity. During a recent audit, it was pointed out to our Finance Director that the City has never taken the step of creating that fund. Normally, when a dedicated fund is created, it needs to be done through the enactment of an ordinance. This addresses that issue and Staff recommends approval of this ordinance for first publication.

Commissioner Hernandez moved to approve the first publication of Ordinance No. 1461 amending City Code to establish a Perpetual Care Cemetery Fund. Commissioner Rardin seconded the motion.

Mayor Pro-Tem Baldwin said he feels like saying something just to wake everyone up.

Motion carried with a vote of 7-0-0.

21. Consider, and act upon, the first publication Ordinance No. 1462 to adopt an ordinance relating to new zoning laws regarding Pay Day Loan and Title Loan lenders seeking to establish a new office location within the City. (Susie Galea, Commissioner and Stephen Thies, City Attorney)

Commissioner Galea said we don't have an ordinance dealing with the zoning. This would be conditional use in C-3 and the City, for what ever reason, has not put the conditional use permits, as is standard in most communities. There are over 760 cash advance businesses in the State of New Mexico and the State ranks 10th in the Nation for the number of Pay Day Loan lenders. New Mexico is one of only 17 states permitting car title loans in the triple digit APR's. She thought this ordinance would help prevent any predatory lending in our community. The State does not over-regulate the industry and allows the New Mexico cash advance companies to provide many services to their customers. This would in no way disenfranchise those entities; it would not tell them they can't do business in Alamogordo and it would just be in certain zoning locations where we do not want them prominently displayed. She remarked that trying to pay these types of loans has been a strenuous act for many of our Alamogordo citizens. Interest rates are lower for title loans, yet the rates for title loans in New Mexico range from 213% to 300% which is roughly half the annual percentage rate of Pay Day Loans, or their new replacement the Installment Loan which in our market runs from 417% to 560%. While none of these rates are what she called competitive, and the City cannot regulate these lending practices, we can eliminate their easy access to our community. This is why she brought this conditional use permit to the Commission.

City Attorney Thies gave a quick overview of how this ordinance was structured. He told them it would make Pay Day Loan establishments a conditional use in our district C-3. He said District C-3 runs the length of White Sands Blvd. and a significant distance of 10th Street. The ordinance regulates the distance between the Pay Day Loan establishments. Any current Pay Day Loan establishment that is open will be grandfathered in and will be allowed to operate until such time they close, and then it would have to comply with this ordinance. The ordinance lengthens the distance to 500 ft. from additional properties including residential, residentially zoned parcels, state/federal/charter banks and savings, churches, school day care, liquor stores and pawn shops.

He explained how greater conditional use permits work. The person seeking to establish a Pay Day Loan establishment will need to submit a conditional use permit application which will first go before the Planning and Zoning Commission to determine if they met the criteria set forth in the ordinance. A public hearing would be held in conjunction with the Planning and Zoning consideration, and if any residents or others come and voice concerns, the Planning and Zoning Commission would have the ability to develop some conditions that would be tagged on to the permit to address those concerns. If they recommend the conditional use permit, this would come before the Commission for consideration and possible ratification. City Attorney Thies said currently, Pay Day Loans are regulated by the State and one has to get a license. A law was enacted a couple of years ago that makes it so the only way we can regulate them is through zoning requirements.

Commissioner Galea moved to approve the first publication Ordinance No. 1462 to adopt an ordinance relating to new zoning laws regarding Pay Day Loan and Title Loan lenders seeking to establish a new office location within the City. Commissioner Rardin seconded the motion.

Commissioner Rardin noted he had a couple of issues with this. He didn't believe we should be regulating Pay Day Loans at the City level. He thought it should be done through the State and the penalties should be stiffened and regulated by our state legislators.

Commissioner Hernandez agrees with the fact that these are a bad thing for a lot of folks, but he had several issues with the way this was written out. He referenced # 3 where it says none of them can be expanded by more than 25% and nothing can be repaired or remodeled. He said if the building begins to dilapidate, we will tell them they have to repair but they won't be able to because of this ordinance. We already tell people too much of what they can or cannot do, and it also states 'Whereas, after notice and public hearing and upon consideration of all the testimony and information submitted during the public hearing, the City Council has determined that it is in the best interest of the public, and in support of the health, safety and morals, and general welfare of the citizens that the zoning ordinance be amended.' Commissioner Hernandez said he really likes a good, juicy, greasy hamburger and the next thing you'll say is I can't eat those anymore because they are bad for your health. I know they are, just like I know these businesses are bad for me if I go get a loan. He said government is too much sometimes and though he agreed with Commissioner Galea, telling people that they can't get money somewhere is up to them. He continued by saying usually the people who use these are doing so because it is their last step and they don't have another choice. If we take this away from them, will crime go up? Will they start taking things from our porches? He felt government has regulated them as much as they need to be at this point, and he hated to start telling people what they can or can't do more than we already do.

Commissioner Galea addressed some of these points. She said this ordinance in no way tells anyone that they cannot obtain a Pay Day or Title Loan. They can pay 560% if they choose too. We aren't here to talk about the States lack of regulation. We are here to talk about a conditional use permit that doesn't change any zoning. She agreed with Commissioner Rardin that we should look at zoning as a whole. Certainly, Planning and Zoning would facilitate the conditional use permit that would go hand-in-hand with this ordinance and bring it back to the Commission at a future date, if passed. There isn't any regulation of the lenders; it simply removes the lenders from the C-3 zones which are White Sands Blvd. and portions of Tenth Street. These are predatory lenders who go after those citizens, especially those transit citizens at HAFB, and she didn't think we should allow them on White Sands Blvd. She believes in commerce and the freedom for consumers to choose whatever they want, whether to eat a greasy cheese burger or pay 560% in interest. She felt we could establish a conditional use permit and protect our citizens.

Mr. Paul Sanchez addressed the Commission about this item. He said he almost didn't know where to begin because there is so much fun in this particular request for the ordinance. He had spent 26 years in the Air Force and about eight years ago, Congress prohibited nationwide military members from taking part with these. If you go into these establishments, you'll discover active-duty military members are not allowed to use them at all. When we say one of the reasons we want to govern these in any way, it doesn't apply to HAFB military transient members. He noted he would check to

make sure that law was still in effect. When he was in active duty between 2006 and 2009, this action did take place. As far as not limiting the use of these particular facilities, he agreed with almost everything Commissioner Hernandez and Commissioner Rardin said. As Commissioner Galea pointed out, we don't use conditional use permitting at all in Alamogordo. This conditional use permit is specifically targeting these establishments and not anywhere else. As Commissioner Hernandez said, start with the Pay Day lenders with their insanely high fees, and then we'll be after the cheeseburgers and the big-gulp drinks like they did in New York. He felt government had no place, in his opinion.....they need to make sure the practices are fair and all the information is presented. Many of us have the financial means and credit scores to go to regular lending institutions such as banks to get loans. Some of us get in situations because of divorce and other reasons where a 700 credit score drops into the 5's. Then when you blow a tire or engine, these are the only places these people can go. This is not to justify the extremely high fees they charge, but it is because these institutions are specifically lending to those with extremely low credit scores, you have a problem in recovering the money they loan out. The company takes a very large risk. He believed Americans who walk in there are capable of reading and can read and understand the very clearly displayed interest rates. As a result, he didn't think we had any business regulating them in any way and felt it is free market/free business. He finally said for the new buildings and any changes made to the buildings, in this ordinance it says no loitering. After their business is taken care of customers are not allowed to loiter; the windows in the front can only have a certain amount covered by signs which means we have wide open glass windows. Unfortunately, most people who go into these places are not to very proud they have to use the institution so Commissioner Galea's ordinance will make absolutely sure anyone driving by on White Sands Blvd. or Tenth Street will be able to see you standing there doing your business. If there is any graffiti on the building they have 72 hours to get rid of it. Does that apply to any other business? He felt the Commission needed to read all the items that are regulated within the conditional use permit. He addressed the part about an existing Pay Day loan establishment expanding or remodeling and felt it was unbelievably restrictive. He didn't see any reason that government needed to be a nanny state and take care of people and what they do.

Dr. Paul Langner noted he was a veteran and served in Vietnam and Granada. He said this was an issue dear to his heart. He said he would get a public meeting together because the Commissioners do not carry out their duties to protect those who cannot protect themselves. He said he was referring to the young, gullible and desperate. One of the best things his commanding officer had done was he protected his boys. He was proud of the people he had worked with here and when at the chimpanzee facility at HAFB. A home town bank is very careful when making loans to a GI who can't pay. The GIs are not being restricted, they are simply being given the guidance they need. He asked Mayor Rentschler if he had children, and Mayor Rentschler answered yes. Dr. Langner said he did too, and this is the kind of issue for you, as senior members of the society to be responsible to those who follow us. If you don't think so, take down the letters in the Chamber that say 'In God We Trust'.

City Planner South wanted to address the issue of conditional use permits. He told the Commission the ordinances in place in the macro-ordinance on zoning talks about conditional use, but nowhere in the subsequent ordinances does it give standards for the conditions that are to exist. A conditional use permit is not that I can get four city commissioners to agree to it and therefore it is a conditional use. There must be standards and that's something City Attorney Thies has been quite adamant about and correctly so. That is the reason why, as this comes forward, this would be the first conditional use written where conditions are firmly stated. That is the scorecard you have to lay it against. You can't have a conditional use without a scorecard. Those don't survive very well when they go to court.

Commissioner Galea said this is not new to this community and she didn't think it would be an infringement on free market or free business. She felt predatory lending has existed here for a long time and we haven't done anything about it. In her work with Love, INC. and other charity organizations she has seen families who have become homeless because of a loan from a Pay Day or Title lender. First they can't get to work because they have lost their car to the Title lender, then

lose their income and as a result their house. The notion military can't take out loans from Pay Day lenders isn't exactly true; in fact it was regulated in El Paso, TX. They made sure Pay Day or Title lenders could not lend more than 20% of ones disposable income. That would create another level of government in order to monitor their books. She didn't want to regulate but to provide a means of conditional use, and conditional use doesn't mean they can't run a business in Alamogordo, just not on White Sands Blvd. She realizes the language is strong and would force out a lot of Pay Day and Title lenders from White Sands Blvd. That is exactly what it is intended to do. She understood there was a concern for privacy with not blocking windows, but that was intended to force those companies off of White Sands Blvd.

Commissioner Hernandez understood all of that, telling them where they can and cannot work, not taking them out of business, but he had a problem with that. He works with people who make minimum wage and people making \$150,000 a year, and he knows of some people making over \$100,000 a year who use these places. It's peoples' spending habits; they lose their cars, homes and jobs. We aren't putting these places out of business, we are simply taking them off White Sands Blvd., and he wondered what would be next.

Commissioner Talbert said we seem to not be talking about what this ordinance says, because the ordinance has nothing to do with their practices. The majority of it is where they can be located and what they have to do with their building. He said we are telling them their graffiti needs to be cleaned off within 72 hours, but his building has been tagged before and he didn't always get it cleaned off. If he doesn't have to do this, why should they. If it only said they can't be on White Sands Blvd. he could probably go with it, but all this other stuff can explode. The real issue is to get the interest rates down and we don't have that power. He said it was too restrictive, could spill out to other businesses and even bring lawsuits against the City; we are opening ourselves up to problems we don't want to deal with. He did not agree with the business practices of these places, but there are a lot of businesses whose practices he does not agree with.

Commissioner Hernandez called the question.

Mr. Paul Sanchez said Commissioner Talbert is one thousand percent correct about the specifications in the ordinance, and Mr. Sanchez had checked on his computer about the military lending practices called the Military Lending Practices Act of either 2006 or 2007. It specifically prohibits companies from giving military members loans of over 36% and there is discussion in Congress to expand that to Rent-A-Centers and other types of lending agencies. The argument about the transient is a moot point in that regard. He pointed out the lawsuit possibility Commissioner Talbert mentioned. Commissioner Galea just went on the record specifically stating that she doesn't want these places to operate here. The intent of this is on the record, to specifically regulate this type of business, not regulate a particular type of building. He felt there was a lawsuit waiting and it was simply a matter of passing or not passing this ordinance.

Commissioner Galea said the City Attorney could attest this would not cause a lawsuit.

City Planner South said one option you have that hasn't been discussed here is that this has not gone to the Planning and Zoning Commission, per say. Mayor Rentschler interjected that it had been discussed. City Planner South said you have brought it up but it has not gone through Planning and Zoning. One option you would have is to kick it down to Planning and Zoning and have us hold public hearings and do more work on it, then bring it back to you.

Mayor Rentschler asked City Clerk Cantin to take a Roll Call vote on this motion.

Commissioner Rardin asked if the motion was to approve and Mayor Rentschler said it was.

Commissioner Galea asked to amend her motion to move it to Planning and Zoning.

Mayor Rentschler said we need to deal with the motion we have now.

Motion failed with a vote of 1-6-0. Commissioners Sikes, Talbert, Rardin, Hernandez, Mayor Rentschler and Mayor Pro-Tem Baldwin voted nay.

Commissioner Galea said the mayor did not allow her to amend her motion and she made a Call to Order.

Mayor Rentschler said she could bring it back to Planning and Zoning at a later point and then have it come back to the Commission. He did not think she needed to amend the motion now.

City Attorney Thies said there isn't anything that would prohibit this from being presented to Planning and Zoning for their consideration. They could make recommendations at a future date.

22. Consider, and act upon, the purchase of business retention and expansion software that would utilize data to assist in the retention and expansion of businesses in Alamogordo. (Susie Galea, Commissioner)

Commissioner Galea said business retention and expansion is 80% of economic development. This item is in regards to purchase of business retention and expansion software that would utilize data to assist in the retention and expansion of businesses throughout Alamogordo. Businesses leave for many reasons, but what if the Chamber had an interactive tool to define what challenges businesses here the most and then use that data to pinpoint solutions. Leading companies use Salesforce.com to do that. They can be built to meet the requests or potential requests of a city to link the Chamber, Economic Development and the Small Business Development Center. This software would encourage the Chamber to be more interactive with its members in order to obtain information about customer accounts, profit margins, employee turn-around rates and many other factors. The City wouldn't have access to non-disclosure statements and would have easier access to quarterly reports by the Chamber and our Economic Development firm. Year to date, construction is down 17% in January, but oddly, a local retail tile and carpet company has seen a 4% profit increase. Can we assume construction has decreased in new home building or remodeling? We could do so by using these two statistics, but large scale data has proven to provide more accurate information for analysis. She told the Commissioners she brought this item to them because the City has the financial resources to invest in the costs to build this type of software program. It would cost about \$7,000 and licenses for each user would be about \$1,000. All businesses who are Chamber members would have access to the system with Smart Technology and she felt the City could achieve better business retention and expansion if we all work together.

Commissioner Talbert moved to act upon the purchase of business retention and expansion software that would utilize data to assist in the retention and expansion of businesses in Alamogordo in the upcoming preliminary Budget Hearings for the General Fund. Mayor Pro-Tem Baldwin seconded the motion.

Commissioner Rardin had a problem with the City purchasing this software because it sounded more geared toward the Chamber and OCEDC, and he thought they should purchase the software. He felt the City already gives them enough, since we give them \$26,000-\$36,000 per year and the building for free plus do all maintenance. The same with OCEDC; we give them \$100,000 per year, so perhaps they should purchase this out of their budget.

Commissioner Hernandez didn't really have a problem with this. He offered the example of picking out golf clubs for Mayor Pro-Tem Baldwin who is a golfer, when Commissioner Hernandez is a plumber. He felt we should work together with them on this to find the right program. He then remarked that if he bought Mayor Pro-Tem Baldwin those golf clubs, he probably wouldn't use them since Commissioner Hernandez picked them out. Commissioner Hernandez thought OCEDC and the Chamber should be more involved so it would work.

Mayor Pro-Tem Baldwin said he could play with anything and thanked Commissioner Hernandez for the thought. He said Economic Development was the Commission's number one thing during their retreat and he would toot that horn as often as he possibly could. That's what we said we were going to do. Commissioner Galea's idea is not a bad idea, but he asked if she had communicated with the Chamber and OCEDC and what they thought about it.

Commissioner Galea said this would be something we would have to work with the Chamber and OCEDC on. She wasn't asking to purchase the software tonight; she brought it tonight for discussion. We pay the Chamber and OCEDC for promotion and marketing and the City has the means. Looking at the GRT revenues, we are all wondering where the \$600,000 went to we were expecting by this time year-to-date. We can't ask the Chamber what it is that is hurting business because they don't have the data, analysis or tools to help us communicate with them. She gave the example of if there was a part of the City where business traffic was down, we would know it is perhaps a traffic issue. Mayor Pro-Tem Baldwin interjected that he got the jest and would like to have this be on our upcoming Budget Hearings, but he wanted to check with the Chamber and OCEDC first and said it was a good idea. Commissioner Galea said if they can find something better than Salesforce.com it would be great; this is simply a starting point.

Mayor Rentschler stated he talked to OCEDC, in particular Mike Espiritu and he said this software is available for free from the State Secretary of Economic Development. He didn't believe this was something the City should do in a vacuum; we should have them here to discuss the software. Commissioner Galea said this makes it so the City through the software can communicate with the Chamber and we can all share the same data, and that is not available. Mayor Rentschler said that was not the indication he got. He told her we can agree to disagree once again.

Commissioner Hernandez asked to amend the motion to have Staff work with OCEDC and the Chamber to look into the software and bring it back to the Commission for the Budget Hearings. Commissioner Talbert accepted that amendment.

Motion carried with a vote of 6-1-0. Mayor Rentschler voted nay.

23. Discussion, and action, considering beautification by implementing a Public Arts Charter and to have the Planning & Zoning Commission look into it. (Susie Galea, Commissioner)

Commissioner Galea said she had been asked to do this by one of the Command Chiefs at HAFB who said it was used in Arizona. He cited specifically that in Phoenix it is a Public Arts Charter where 1% of the cost of road reconstruction goes directly to Public Arts. Commissioner Galea gave the example of spending money on roads and 1% goes to a Public Arts Commission that would then decide how the money would be spent to beautify White Sands Blvd. Parts of Tucson and Phoenix, AZ have public displays of art along the roadways, painted bridges or landscapes and it is a beautiful thing to see. She thought it could work in Alamogordo and asked for the Commissioners to consider it and then have it go to the Planning & Zoning Commission.

Commissioner Galea moved to approve a request to have the Planning & Zoning Commission look into considering beautification by implementing a Public Arts Charter. Commissioner Sikes seconded the motion.

Mayor Pro-Tem Baldwin thought we had approved this about a year ago. Commissioner Galea said she had brought it to the Commission in a concept form earlier in the year, but it was never presented as an item. Mayor Pro-Tem Baldwin thought we had already voted on this. He thought it was a good idea back then.

Commissioner Rardin thought that technically, this should go to the Planning & Zoning Commission before being presented to the City Commission. That is what they are for; to look at it and give us another point of view. They make the recommendation to us and then we either say yea or nay.

Commissioner Galea said the only reason she brought it to the Commission was to see if the consensus was to take the idea to the Planning & Zoning Commission. She didn't want Planning & Zoning to spend a lot of time on it if the City Commission didn't like the idea. Mayor Rentschler understood that, but also felt we had the cart before the horse.

Mr. Sanchez apologized for having to come up here again, but he said he was from New York and remembered spending weekends in New York City in the Art Districts. A lot of his cultural experiences came from that and he appreciated art quite a bit. However, he said we are running about a \$600,000 deficit and he wondered where we had the money to even talk about this type of thing. It isn't something we can afford at this point in time; we need to be concerned with repairing roads and things of that nature before talking about art projects. He voiced that the article in the Agenda Book had price quotes of \$10,000 to \$100,000 before the artist gets engaged. He repeated he appreciates art and had quite a bit of it in his home, but was concerned with putting City money into this. He stated it was almost campaigning when you look at the amount of items the Commissioner is putting on the agenda that should have gone to Planning & Zoning in the first place. There are proper procedures for these things to be taken care of, and he felt it was wasting the Commission's time with things that should have gone in another direction. He was very concerned with the deficits we are running.

Commissioner Galea said she has been working on this since this summer with a Chief Master Sergeant on HAFB and it's in no way connected to her campaign; it has been a project that has been long-term and ongoing. She understood the deficit of \$600,000 in the year-to-date GRTs, but we have until July 1st to make it up. The 1% of Public Arts Funding would come directly from the Roads and Street projects we already have funded, so there are not any additional monies spent.

Mayor Rentschler asked City Attorney Thies if we could apply this retroactively. Commissioner Galea said it would not be retroactively. Mayor Rentschler told her she had said what we already have funded, so he wanted to make sure that is not correct. City Attorney Thies replied it would not be applied retroactively.

Commissioner Hernandez said he doesn't have too much of a problem with this other than a lot talks about Phoenix and other places, and we are very individual in New Mexico and Alamogordo. He wanted to make sure we stay within that and don't try to become somebody else. It is very important to stay ourselves.

Commissioner Rardin commented that the estimate of \$110,000 is based off the #109 balance, #118 balance and Fund 44 balance. The majority of #118 is already budgeted for various projects and a majority of them have been bid out. Technically, that number is rather distorted. All of that money has to be spent by the end of the Fiscal Year; 7 ½. That will basically leave #109 and #44 and will only be \$40,000 - \$50,000. We can't afford to add any more cost to the #118 projects; we are short on money anyway.

Commissioner Galea said just to redirect, she didn't say this would be retroactive in any way. She only cited those funds and the balances as an example. When we do have \$100,000 street projects, the 1% of whatever the road project cost is would go to Public Art. It's simpler than we are making it out to be; 1% of future road project costs.

Mayor Rentschler asked City Clerk Cantin to call the roll on this one.

Motion carried with a vote of 6-1-0. Mayor Rentschler voted nay.

- 24. Consider, and act upon, facilitating city presence to promote the community during the Bataan Memorial Death March or appointing a volunteer committee to proceed. (Susie Galea, Commissioner)**

Commissioner Galea declared there are about 6,000 participants in the Bataan Memorial Death March and many of them go through Alamogordo in order to stop and stay. The City hasn't been there in the last two years she has participated in the event; there hasn't been a City representative to promote our community. She felt this was an opportunity at a very low cost to promote our entire community and invite people to stop and stay this coming March 23rd.

Commissioner Talbert moved to approve to appoint a volunteer committee to proceed with facilitating city presence to promote the community during the Bataan Memorial Death March. Commissioner Galea seconded the motion.

Commissioner Rardin asked who was going to appoint volunteers. Commissioner Galea said we have a Promotion Board that would perhaps fund this. She proposed asking them to do this since they know our community very well.

Commissioner Hernandez said if we are going to ask people to do this we should have done so prior to this, because we would be telling them the Commission approved this and it would be hard for them to say no. Appointing a volunteer sounds funny to him. Commissioner Galea said if the Commission approved it, she would man the booth instead of running the 26.2 miles this year. She reiterated it is important we promote our community and have some of those 6,000 runners stop and stay.

Mayor Pro-Tem Baldwin asked if this would come back to the Commission to approve committing the small amount of funds to this. Commissioner Galea asked City Attorney Thies if the Commission needed to approve the small amount of the sponsorship fee. City Attorney Thies told her we would probably enact some type of ordinance to implement that fee. He felt you would have to talk to Assistant City Manager McNeile since it is his money, whether it is budgeted and would have to be taken out of a budget, or amend his budget and bring it back for the Commissions approval.

Assistant City Manager McNeile said it could be taken out of the Promotional Fund, Fund #16 which our Promotion Board approves. Then it would be part of their monthly report of recommended spending which you do approve on a monthly basis. He thought it should go to the Promotion Board first. Commissioner Galea agreed.

Motion carried with a vote of 6-1-0. Mayor Rentschler voted nay.

25. Appointments to Boards & Committees. *(Robert Rentschler, Mayor)*

Mayor Rentschler announced the Boards and Committees with current vacancies, but there were not any nominations that were eligible. No one was appointed to any vacancy.

PUBLIC COMMENT

None.

CITY MANAGER'S REPORT

Assistant City Manager McNeile did not have anything to report.

REMARKS AND INQUIRIES BY THE CITY COMMISSION

Commissioner Hernandez commented on the following:

1) Commissioner Hernandez thanked Fire Chief Ward and the Staff who have been working on ordinances, zoning and codes which he has found problems with. They are very responsive and he thanked them again.

Commissioner Galea commented on the following:

- 1) Commissioner Galea attended the Substance Abuse Task Force; the Commission worked with the Otero County Commission some time ago to form it. There were not many who attended and she would like to see the Commission promote that meeting so there is more attendance. She felt this task force was important as they identify new drug problems as they arise.
- 2) On January 24th, the Secretary of Interior, Sally Jewel, was in Las Cruces with Senator Udall and Senator Heinrich. Commissioner Galea met with them to discuss concerns for the watershed that would be on the new National Monument of the Organ Mountains.
- 3) Today she attended the memorial for the Airman Deshon Wartley and was glad she attended since there were not any other community members present. There will be another memorial on Thursday and she encouraged other Commissioners and community members to attend.
- 4) Commissioner Galea corrected Mayor Rentschler on Item No. 18 in his dissatisfaction with Habitat for Humanity for acknowledging her as mayor. She hoped he didn't take offence because she has been working with them long before the change happened on December 3rd. She noted she received Ron Griggs mail for six months after she had become mayor. Mayor Rentschler said he understood that and his point was to make sure someone informed them that a change had been made. He said he did not take any offence.
- 5) She said it had been brought up by a community member that her webpage says she is the mayor. She will check that and work with her campaign team to make sure there are corrections.

Mayor Rentschler commented on the following:

- 1) He said he wouldn't bore them with a lot of the things he has been doing for the last couple of weeks. He said we already know what he hasn't done.

EXECUTIVE SESSION (Roll Call Vote Required)

Adjourn into Closed Session in compliance with Section 10-15-1.H, NMSA 1978 (2010 Cumulative Supplement), to discuss:

- **Sale, Acquisition or Disposal of Real Property (Thunder Rd. Water Tower)**
- **Sale, Acquisition, or Disposition of Real Property (Washington Extension South of First Street)**
- **Limited Personnel Matters (City Manager & Finance Director)**

Mayor Pro-Tem Baldwin moved to adjourn into Executive Session to discuss Sale, Acquisition, or Disposal of Real Property (Thunder Rd. Water Tower & Washington Extension South of First Street) and Limited Personnel Matters (City Manager & Finance Director) at 8:39 p.m. Commissioner Hernandez seconded the motion. Roll call vote was taken. Motion carried with a vote of 7-0-0.

ADJOURNMENT

Mayor Robert Rentschler

ATTEST:

City Clerk Reneé L. Cantin

(Prepared by Nancy Jacobs, Deputy Clerk)

Approved at the Regular Meeting held on February 11, 2014.

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 30, 2014 **Report No:** 3

Submitted By: Reneé Cantin
City Clerk **Approved For Agenda:** 

Subject: Approve statement related to the Executive Session of January 28, 2014.

Recommendation: Approve the following statements and authorize them to be included in the minutes of February 11, 2014: "The Governing Body of the City of Alamogordo, New Mexico, hereby states that on January 28, 2014 a Closed Executive Session was held during the Regular Meeting and the matters discussed in the closed meeting were limited only to 1) Sale or Disposition of Real Property (Thunder Rd. Water Tower); 2) Sale or Disposition of Real Property (Washington Extension South of First St.) as posted in the meeting notice; and 3) Limited Personnel Matters (City Manager & Finance Director) as added during the approval of the agenda."

Background: This action is required in accordance with the Open Meetings Act.

Reviewed By:

City Attorney _____ City Clerk RC Community Development _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Personnel _____ Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager _____

AGENDA REPORT

CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 Report Date: January 29, 2014 Report No: 4

Submitted By: Kathy Gilsdorf,
Budget Analyst Approved For Agenda: 

Subject: Resolution 2014-05 amending the Preliminary FY2013-2014 Budget for FY2013-2014, with a total appropriation budget of \$74,521,211 which includes \$11,985,806 for the General Fund.

Fiscal Impact:

Beginning Cash Balances \$0
Amount Budgeted: Revenues (\$2,186) Decrease
Fund: Expenditures (\$129,598) Decrease
Transfers In/Out \$0
Net Impact \$127,412 Increase

Recommendation: Approve the resolution. **[Roll call vote required]**

Background: The City Commission adopted the Fiscal Year budget on May 14, 2013. The Department of Finance & Administration granted written approval of the City of Alamogordo's Fiscal Year 2013-2014 Final Budget on August 31, 2013. Resolution 2014-05 amends the Budget to reflect a more true and accurate projection of the actual revenues and expenditures. A summary and explanation of revisions are attached for your review.

Reviewed By:

City Attorney  City Clerk  Community Development _____ Community Services _____
Finance  Housing Authority _____ Planning _____ Personnel _____ Public Safety _____
Public Works  Purchasing _____ Assistant City Manager _____

RESOLUTION NO. 2014-05

A RESOLUTION REQUESTING THE DEPARTMENT OF FINANCE AND ADMINISTRATION, STATE OF NEW MEXICO, APPROVE REVISED BUDGET FIGURES FOR CERTAIN LINE ITEMS IN THE CITY'S BUDGET FOR FISCAL YEAR 2013-2014.

WHEREAS, the City of Alamogordo, New Mexico wishes approval to change some of the budget line item figures of various funds; and

WHEREAS, the Department of Finance and Administration, State of New Mexico, gave its written approval to the City of Alamogordo, New Mexico's annual budget on August 31, 2013, for fiscal year 2013-2014; and

WHEREAS, the City of Alamogordo, New Mexico, has tabulated on the following pages the additional resources and expenditures for fiscal year 2013-2014.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ALAMOGORDO, NEW MEXICO, that the City's annual budget for fiscal year 2013-2014 be and hereby is revised as of February 11, 2014 to reflect a more true and accurate projection of the actual revenues and expenditures for fiscal year 2013-2014 as shown on the following pages.

NOW, BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF ALAMOGORDO, NEW MEXICO, that the Department of Finance and Administration, State of New Mexico, be requested to give its written approval to the revised budget figures computed on February 11, 2014 as a more true and accurate projection of the actual revenues and expenditures for fiscal year 2013-2014.

PASSED, APPROVED AND ADOPTED by the Governing Body of the City of Alamogordo, New Mexico, at a Regular Meeting held this 11th day of February 2014.

CITY OF ALAMOGORDO, NEW MEXICO,
A NEW MEXICO MUNICIPAL CORPORATION

By: _____
Robert Rentschler, Mayor

ATTEST:

Renee Cantin, City Clerk

APPROVED AS TO FORM:

Stephen Thies, City Attorney

ALL FUNDS SUMMARY
PRELIMINARY 2013-2014

1/12TH REQ RSRV
998,817
Bal. Remaining

3,984,828

Resolution 2014-05 February 11, 2014

FUND NO.	FY 2013-2014 FUND DESCRIPTION	UNAUDITED BEGINNING CASH BALANCE	ESTIMATED REVENUES	TRANSFERS IN	TRANSFERS OUT	NET CASH TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE
11	GENERAL OPERATING FUND	7,023,042	15,984,576	0	5,863,300	(5,863,300)	12,113,608	5,030,710
	Revision #1	0	(174,867)	0	0	0	(237,791)	62,924
	Revision #2	0	0	0	0	0	109,989	(109,989)
	Total Revised Fund 11	7,023,042	15,809,709	0	5,863,300	(5,863,300)	11,985,806	4,983,645
12	INTERNAL SERVICE FUND	325,853	330,585	3,022,853	0	3,022,853	3,500,668	178,623
	Revision #3	0	10,116	37,957	0	37,957	10,080	37,993
	Total Revised Fund 12	325,853	340,701	3,060,810	0	3,060,810	3,510,748	216,616
15	CORRECTIONS-JAIL	5,441	136,216	49,484	4,119	45,365	175,500	11,522
16	LODGER'S TAX-PROMOTIONAL FUND	130,531	237,552	0	5,485	(5,485)	315,023	47,575
17	POLICE COURT BOND	8,043	0	0	0	0	0	8,043
19	COURT AUTOMATION FUND	85,988	81,233	0	24,195	(24,195)	84,388	58,638
20	LODGER'S TAX-CITY	164,205	486,591	35,320	32,514	2,806	538,930	114,672
21	D.A.R.E. DONATIONS FUND	21,316	5,000	0	0	0	10,312	16,004
	Revision #4	0	0	0	0	0	5,000	(5,000)
	Total Revised Fund 21	21,316	5,000	0	0	0	15,312	11,004
22	DESIGNATED GIFT FUND	35,121	1,500	0	0	0	15,034	21,587
24	GRANT CAPITAL IMPROVEMENT	49,397	122,407	12,661	0	12,661	116,852	67,613
27	MUNICIPAL COURT OPERATIONS	37,569	5,000	425,769	6,113	419,656	428,892	33,333
28	POLICE CONTINGENCY	51,112	10,130	0	0	0	16,000	45,242
31	CEMETERY-PERPETUAL CARE	718,942	12,365	0	0	0	0	731,307
32	COMMUNITY SERVICES	498,788	654,768	3,150,159	510,712	2,639,447	3,625,964	167,039
	Revision #5	0	1,853	0	0	0	1,853	0
	Total Revised Fund 32	498,788	656,621	3,150,159	510,712	2,639,447	3,627,817	167,039
33	FIRE PROTECTION	206,766	500,475	0	0	0	655,994	51,247
						F33 Reserve	49,721	1,526
36	LAW ENFORCEMENT FUND	(8,586)	173,448	0	0	0	140,066	24,796
37	STATE HIGHWAY FUND	65,624	50,011	0	1,535	(1,535)	33,565	80,535
38	TRAFFIC SAFETY FUND	66,821	35,132	0	0	0	56,504	45,449
39	STATE JUDICIAL	3,957	76,500	0	0	0	75,500	3,957
40	AIRPORT IMPROVEMENT PROJECTS	37,054	536,750	0	0	0	565,000	8,804
42	1984 GROSS RECEIPTS TAX	1,847,536	1,535,952	0	1,103,963	(1,103,963)	0	2,279,525
44	TRANSPORTATION FUND	1,360,601	1,188,098	128,889	175,734	(46,845)	2,127,484	374,370
	Revision #2	0	0	0	37,957	(37,957)	(37,957)	0
	Revision #3	0	0	0	0	0	(109,989)	109,989
	Total Revised Fund 44	1,360,601	1,188,098	128,889	213,691	(84,802)	1,979,538	484,359
48	NEW MEXICO C.D.B.G.	(9,178)	42,093	5,160	0	5,160	38,075	(0)
49	1986 GROSS RECEIPTS TAX	7,166,070	1,865,268	0	735,463	(735,463)	1,496,047	6,799,828
50	PROPERTY ACQUISITION	124,452	12,541	124,572	0	124,572	59,977	201,588
53	GENERAL OBLIGATION	603,174	654,741	485,087	0	485,087	722,332	1,020,670
54	REVERSE OSMOSIS PROJECT RSV	520,607	1,141,425	0	0	0	1,634,274	27,758
56	99 GRT FLOOD CONTROL BOND PROJ	912,923	5,024	0	0	0	525,817	392,130

59	REVENUE BOND P & I FUND	7,696	0	2,799,833	0	2,799,833	2,799,833	7,696
61	MUNICIPAL INFRASTRUCTURE .0625%	185,756	384,060	0	208,661	(208,661)	0	361,155
63	COMMUNITY DEVELOPMENT	233,487	137,050	200,000	28,494	171,506	402,075	139,968
65	BUILDING CODES	1,903	29,000	128,735	14,893	113,842	131,997	12,748
69	1994 GROSS RECEIPTS	938,016	1,532,534	0	1,592,167	(1,592,167)	0	878,383
71	ALAMO SENIOR CENTER	142,492	631,865	506,300	112,440	393,860	1,111,478	56,739
74	ALAMO SENIOR CENTER GIFT	76,622	20,242	0	674	(674)	48,188	48,002
	Revision #6	0	1,500	0	0	0	1,500	0
	Total Revised Fund 74	76,622	21,742	0	674	(674)	49,688	48,002
75	RETIRED & SENIOR VOL. PROGRAM	731	207,421	55,453	16,249	39,204	247,138	218
81	WATER/SEWER OPERATING	9,763,600	9,877,697	98,413	4,586,304	(4,487,891)	9,988,838	5,164,568
						F81 Reserve	1,400,000	3,764,568
82	98 JT WATER/SEWER BOND P&I	1,572,685	5,851	1,902,610	0	1,902,610	1,902,610	1,578,536
86	SOLID WASTE COLLECTION SYS.	116,056	2,000,729	0	131,872	(131,872)	1,927,839	57,074
88	BONITO CAMPGROUND	592,309	188,597	400,000	0	400,000	928,824	252,082
89	ESGRT .0625%	1,408,340	786,468	0	804,000	(804,000)	380,750	1,010,058
90	GOLF COURSE	160,801	1,262,507	143,834	76,363	67,471	1,377,151	113,628
91	AIRPORT	270,969	287,673	0	49,536	(49,536)	410,852	98,254
	Revision #10	0	8,283	0	0	0	9,203	(920)
	Total Revised Fund 91	270,969	295,956	0	49,536	(49,536)	420,055	97,334
94	OTERO GREENTREE REGIONAL LANDFILL	3,076,410	1,071,451	0	1,720	(1,720)	1,367,180	2,778,961
						F94 Reserve	1,206,991	1,571,970
96	SELF-INSURED FUND	651,925	51,730	0	0	0	56,357	647,298
98	PAYROLL CLEARING	23,287	0	0	0	0	0	23,287
103	FIRE SERVICES BOND	7,589	0	0	0	0	0	7,589
104	UTILITY DEPOSITS	647,017	0	0	0	0	0	647,017
105	ECONOMIC DEVELOPMENT	4,005,112	777,111	0	0	0	540,221	4,242,002
	Revision #7	0	150,929	0	0	0	0	150,929
	Revision #8	0	0	0	0	0	(131,486)	131,486
	Total Revised Fund 105	4,005,112	928,040	0	0	0	408,735	4,524,417
						F105 Reserve	800,000	3,724,417
107	SELF INSURED/LIABILITY	412,275	11,043	172,000	0	172,000	275,247	320,071
	Revision #9	0	0	0	0	0	250,000	(250,000)
	Total Revised Fund 107	412,275	11,043	172,000	0	172,000	525,247	70,071
109	2004 GRT CAPITAL OUTLAY	5,137,380	3,068,227	0	588,304	(588,304)	3,497,317	4,119,986
113	2009 G.O. BOND ACQ FUND	1,051,375	6,981	2,585,485	0	2,585,485	3,643,002	839
114	SIDEWALKS REVOLVING LOANS	128,959	181	0	0	0	0	129,140
115	CORP ESCROW ACCOUNT RESV	0	0	0	0	0	0	0
116	REG WATER SUPPLY TRANS LN	293,485	1,815,205	242,193	0	242,193	2,338,046	12,837
117	2011 JT W/S REF/IMP REVBD	706,267	11,237	0	0	0	705,050	12,454
118	2011 NMFA ST GRT STREET #15	6,783,252	17,269	0	0	0	6,800,521	(0)
119	2012 GRT REF/IMP REVBD	2,635,062	9,894	0	0	0	2,581,920	63,036
901	HOUSING LOW RENT OPERATING	1,148,106	793,347	0	0	0	1,210,825	730,628
903	HOUSING HOMEOWNERSHIP OPER	703,632	2,874	0	0	0	25,469	681,037
904	HOUSING CAPITAL FUND PROJECTS	1	880,274	0	0	0	880,275	(0)
TOTALS FY2014		64,935,767	51,750,713	16,712,767	16,712,767	0	74,521,211	42,165,269

Prior Resolution

64,935,767 51,752,899 16,674,810 16,674,810 0 74,650,809 42,037,857

4 Adjustments Resolution 2014-05

0 (2,186) 37,957 37,957 - (129,598) 127,412

Resolution # 2014-05 February 11, 2014

FUND NO.	LINE ITEM NO.	LINE ITEM DESCRIPTION	ORIGINAL BUDGET AMOUNT	INCREASE (DECREASE)	REVISED BUDGET AMOUNT
----------	---------------	-----------------------	------------------------	---------------------	-----------------------

REVISION #1

This budget revision is requested to decrease revenue and expenditures with in the federal grant #2010UMWX0229, Project PSC010 (Cops Hiring Program Grant). A grant extension was requested in August of 2013 due to change in administration and numerous vacancies. The extension was denied therefore the project needs to be closed. City match will be returned to Fund Balance.

11 GENERAL FUND					
<i>Revenues</i>					
PSCO10	011-0000-317.16-73	Federal Grant/Cops Hiring Grant	174,867	(174,867)	0
<i>Expenditures</i>					
PSCO10	011-4104-420.20-02	Operational/Cops Hiring Grant	146,476	(146,476)	0
PSCO10	011-4104-420.20-10	Retirement/Cops Hiring Grant	48,542	(48,542)	0
PSCO10	011-4104-420.20-12	Retiree Health/Cops Hiring Grant	2,686	(2,686)	0
PSCO10	011-4104-420.20-15	Social Security/Cops Hiring Grant	2,407	(2,407)	0
PSCO10	011-4104-420.20-25	Group Health Insurance/Cops Hiring	27,931	(27,931)	0
PSCO10	011-4104-420.20-30	Workman's Comp/Cops Hiring Grant	9,712	(9,712)	0
PSCO10	011-4104-420.20-31	Workers Comp Fee/Cops Hiring Grant	37	(37)	0
Total Expenditures			237,791	(237,791)	0

REVISION #2

This budget revision is requested to increase expenditures in the General Fund for Zia Transportation. The Transportation funds for Zia previously were paid out of Fund 44 Municipal GRT and, due to a ruling by the City Attorney, are being moved to the General Fund. Funds are requested from Fund Balance.

11 GENERAL FUND					
<i>Expenditures</i>					
GR1401	011-2400-419.57-34	Contract Services/Zia Transportation	0	109,989	109,989
44 TRANSPORTATION FUND					
<i>Expenditures</i>					
	044-2400-419.57-62	ZIA Therapy Grant Match	149,434	(109,989)	39,445

REVISION #3

This budget revision is requested to increase revenues and expenditures to budget for in-kind services for the City match on project EN1207 (Lighted Street Name Signs). Facility Maintenance in FY13 used 8,881.08 manpower, \$8,865 of Equipment/Traffic Control Maintenance usage and in FY14 used \$10,131 of manpower, \$10,080 of Equipment/Traffic Control Maintenance usage. The revision moves the funds set aside for the City match in Fund 44 (Transportation) to Fund 12 (Internal Services) to cover the City Match were needed and Journal Adjustments have been attached to S & B project number in FY13 & FY14 and Traffic Control Maintenance in FY13. Along with the revision and the journal adjustments, the total in-kind totals to \$37,957.

12 INTERNAL SERVICES					
<i>Transfers In</i>					
EN1207	012-0000-391.19-44	Transfer Fr (44) Transportation	158,534	37,957	196,491
<i>Revenues</i>					
EN1207	012-3303-316.15-81	Misc Rev/Equipment Services	0	10,080	10,080
	012-3303-316.15-81	Misc Rev/Equipment Services	0	36	36
Total Revenues			0	10,116	10,116

	<i>Expenditures</i>				
EN1207	012-3303-419.44-55	Traffic Control Maintenance	12,000	10,080	22,080
44	TRANSPORTATION				
	<i>Transfers Out</i>				
EN1207	044-0000-491.18-12	Transfer to (12) Transportation	158,534	37,957	196,491
	<i>Expenditures</i>				
EN1207	044-9799-990.68-99	ICIP/Lighted Street Name Signs	37,957	(37,957)	0

REVISION #4

This budget revision is requested to increase expenditures for DARE graduations. DARE provides each student with a t-shirt to show they graduated from the DARE program. The DARE program did not anticipate depleting the t-shirt supply and needs to order approximately 650 DARE t-shirts to accommodate the students this year. Funds are requested from Fund Balance with DARE to assist with the additional expense.

21	D.A.R.E. DONATIONS FUND				
	<i>Expenditures</i>				
	021-454-420.57-57	DARE Promotional	1,800	4,000	5,800
	021-4504-420.57-85	Special Projects	1,500	1,000	2,500
		Total Expenditures	<u>3,300</u>	<u>5,000</u>	<u>8,300</u>

REVISION #5

This budget revision is requested to increase revenues and expenditures for additional funds received from the NM State Library Grant. In addition, the grant is being adjusted in other to accommodate the shortage of the Otero County funding.

32	COMMUNITY SERVICE				
	<i>Revenues</i>				
LI1401	032-7101-317.16-01	State Library Aid	5,000	1,853	6,853
	<i>Expenditures</i>				
LI1401	032-7101-455.30-41	Library Supplies	750	(750)	0
LI1401	032-7101-455.32-05	Books & Publications	2,500	4,353	6,853
LI1401	032-7101-455.56-05	Travel & Conferences	1,750	(1,750)	0
			<u>5,000</u>	<u>1,853</u>	<u>6,853</u>

REVISION #6

This budget revision is requested to increase revenues and expenditures due to an increase of donations received for the Senior Volunteer Programs.

74	SENIOR CENTER GIFT FUND				
	<i>Revenues</i>				
	074-8201-314.13-36	Donations	2,000	1,000	3,000
	074-9701-314.13-36	Donations	1,093	500	1,593
		Total Revenues	<u>3,093</u>	<u>1,500</u>	<u>4,593</u>
	<i>Expenditures</i>				
	074-8201-445.57-53	Volunteer Travel	1,000	1,000	2,000
	074-8701-445.57-53	Volunteer Travel	518	500	1,018
		Total Expenditures	<u>1,518</u>	<u>1,500</u>	<u>3,018</u>

REVISION #7

This budget revision is requested to increase revenue for Premier Pellets. The City has billed Premier Pellets for the sale and original cost of the Bio-Mass Dryer provided as an economic development incentive. Premier Pellets has defaulted on the agreement and the City has agreed to receive \$78,750 from Jackson Webb Burner at auction for the asset, leaving a balance of \$68,670 due from Premier Pellets. Accrued interest expense totaling \$3,508.60 calculated at 2% per anum was also billed to Premier Pellets per the agreement.

105	ECONOMIC DEVELOPMENT FUND				
	<i>Revenues</i>				
	105-0000-316.15-13	Misc Revenue/Interest	0	3,509	3,509
	105-0000-316.15-15	Misc Reimbursement/Claims	0	147,420	147,420
		Total Revenues	0	150,929	150,929

REVISION #8

This budget revision is to request to decrease expenditures to close the project ED1101 (Premier Pellets Incentive) due to the bankruptcy and sale of equipment.

105	ECONOMIC DEVELOPMENT FUND				
	<i>Expenditures</i>				
ED1101	105-0407-450.57-28	Incentives	131,486	(131,486)	0

REVISION #9

This budget revision is to request to increase expenditures for pending litigation. Funds are requested from fund balance.

107	LIABILITIES/DEDUCTIBLES				
	<i>Expenditures</i>				
	107-2400-419.58-14	Self-Paid Claims	25,000	250,000	275,000

REVISION #10

This budget revision is to request to increase revenues and expenditures to budget for the NMDOT Grant for ASOS/AWOS annual maintenance and herbicide/pesticide product. City match is requested from fund balance.

91	AIRPORT				
	<i>Revenues</i>				
AP1402	091-0000-317.16-13	State Grant	0	8,283	8,283
	<i>Expenditures</i>				
AP1402	091-0006-459.33-05	Airport Maintenance Supply	0	5,203	5,203
AP1402	091-0006-459.44-17	AWOS Maintenance Agreement	0	4,000	4,000
		Total Expenditures	0	9,203	9,203

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 30, 2014 **Report No:** 5

Submitted By: Matt McNeile **Approved For Agenda:** 
Assistant City Manager

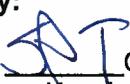
Subject: Consider and act upon, Resolution 2014-07 approving the DFA Quarterly Report for the period ending December 31, 2013.

Fiscal Impact: N/A
Amount Budgeted: N/A
Fund: N/A

Recommendation: Approve the resolution. **[Roll call vote required]**

Background: The State of New Mexico, Department of Finance and Administration, Local Government Division issued Memorandum #BFB-13-01 dated April 10, 2013. This memorandum created a new requirement that the Quarterly Report must be approved by the governing body. Previously, the Finance Department submitted the Quarterly Report to DFA without Legislative approval. In addition, unaudited internal financial statements prepared on a cash basis must also be sent in with every quarterly report beginning with the FY13 fourth quarter financial report ending June 30, 2013: 1) The first three financial statements (Balance Sheet, Revenue Report and Detail Budget Report) are prepared based on our detail trial balance and number 430 pages, which are available for review in the Finance Department; 2) The fourth financial statement (Statement of Cash Flows) is attached as Exhibit A; and 3) the Crosswalk between DFA Funds and COA Funds is attached as Exhibit B.

Reviewed By:

City Attorney 	City Clerk 	Community Development _____	Community Services _____	
Finance _____	Housing Authority _____	Planning _____	Personnel _____	Public Safety _____
Public Works _____	Purchasing _____	Assistant City Manager 		

RESOLUTION NO. 2014-07

A RESOLUTION REQUESTING THE DEPARTMENT OF FINANCE AND ADMINISTRATION, STATE OF NEW MEXICO, APPROVE THE SECOND QUARTERLY FINANCIAL REPORT FOR THE YEAR ENDING JUNE 30, 2014.

WHEREAS, the City of Alamogordo, New Mexico has developed a budget for fiscal year 2013-2014; and

WHEREAS, the second quarterly report has been reviewed and approved to ensure the accuracy of the beginning balances used on the FY2014 budget; and

WHEREAS, it is hereby certified that the contents in this report are true and correct to the best of our knowledge and that this report depicts all funds for the second quarter of fiscal year 2014

NOW, THEREFORE, BE IT RESOLVED THAT THE GOVERNING BODY OF THE CITY OF ALAMOGORDO, NEW MEXICO, hereby approves the second quarterly report for FY2014 hereinafter described as Attachment "A" and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

PASSED, APPROVED AND ADOPTED by the Governing Body of the City of Alamogordo, New Mexico, at a Regular Meeting held this 11th day of February 2014.

**CITY OF ALAMOGORDO, NEW MEXICO,
A NEW MEXICO MUNICIPAL CORPORATION**

By: _____
Robert Rentschler, Mayor

ATTEST:

Renee Cantin, City Clerk

APPROVED AS TO FORM:

Stephen Thies, City Attorney

CITY OF ALAMOGORDO

DEPARTMENT OF FINANCE AND ADMINISTRATION

LOCAL GOVERNMENT DIVISION

Period Ending: 12/31/2013

SUBMIT TO LOCAL GOVERNMENT DIVISION NO LATER THAN 30 DAYS
AFTER THE CLOSE OF EACH QUARTER.

Prepared By: Stella Bracamonte

I HEREBY CERTIFY THAT THE CONTENTS IN THIS REPORT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT THIS REPORT DEPICTS ALL FUNDS.

1/29/2014

Signature

Date

YEAR-TO-DATE TRANSACTIONS

Fund #	FUND NAME	BEGINNING CASH BALANCE CURRENT FY	YEAR-TO-DATE TRANSACTIONS				QTR ENDING CASH BALANCE (1)+(2)-(3)+(4)+(5)	INVESTMENTS (7)	CASH + INVESTMENTS (8)	REQUIRED RESERVES (9)	AVAILABLE CASH (8) - (9)
		(1)	REVENUES TO DATE (2)	TRANSFERS TO DATE (3)	EXPENDITURES TO DATE (4)	ADJUSTMENTS (5)	(6)				
101	GENERAL FUND (GF)	\$7,046,329	7,005,240	(2,949,255)	5,055,808	253,876	\$6,300,382	0	\$6,300,382	421,317	\$5,879,065
201	CORRECTION	\$128,998	90,785	219,886	333,918	6,364	\$112,115	0	\$112,115		\$112,115
202	ENVIRONMENTAL GRT	\$1,408,340	184,016	0	6,906	0	\$1,585,451	0	\$1,585,451		\$1,585,451
206	EMS	\$0	0	0	0	0	\$0	0	\$0		\$0
207	ENHANCED 911	\$0	0	0	0	0	\$0	0	\$0		\$0
209	FIRE PROTECTION FUND	\$206,766	600,392	0	125,546	3,452	\$685,065	0	\$685,065		\$685,065
211	LEPF	\$130,664	125,484	0	114,111	2,900	\$144,937	0	\$144,937		\$144,937
214	LODGERS' TAX	\$294,737	314,191	(19,863)	240,464	9,324	\$357,925	0	\$357,925		\$357,925
216	MUNICIPAL STREET	\$3,273,761	1,272,622	(195,236)	687,887	2,822	\$3,666,082	0	\$3,666,082		\$3,666,082
217	RECREATION	\$498,788	228,307	1,271,304	1,622,776	(5,952)	\$369,671	0	\$369,671		\$369,671
218	INTERGOVERNMENTAL GRANTS	\$0	0	0	0	0	\$0	0	\$0		\$0
219	SENIOR CITIZEN	\$143,223	444,162	216,480	593,975	10,319	\$220,208	0	\$220,208		\$220,208
223	DWI PROGRAM	\$0	0	0	0	0	\$0	0	\$0		\$0
299	OTHER	\$2,237,606	806,860	172,429	304,811	3,451	\$2,915,536	0	\$2,915,536		\$2,915,536
300	CAPITAL PROJECT FUNDS	\$29,735,562	3,445,768	(400,897)	2,195,218	(673,504)	\$29,911,711	0	\$29,911,711		\$29,911,711
401	G. O. BONDS	\$603,174	218,756	0	579,541	0	\$242,388	0	\$242,388		\$242,388
402	REVENUE BONDS	\$1,119,590	2,924	339,626	341,584	0	\$1,120,556	0	\$1,120,556		\$1,120,556
403	DEBT SERVICE OTHER	\$460,791	783	504,707	506,044	0	\$460,237	0	\$460,237		\$460,237
500	ENTERPRISE FUNDS										
	Water Fund	\$9,763,600	4,829,554	(419,970)	2,939,889	139,948	\$11,373,243	0	\$11,373,243		\$11,373,243
	Solid Waste	\$116,056	994,109	(116,866)	929,126	7,082	\$71,255	0	\$71,255		\$71,255
	Waste Water	\$0	0	0	0	0	\$0	0	\$0		\$0
	Airport	\$270,969	49,860	(24,774)	97,580	28,643	\$227,117	0	\$227,117		\$227,117
	Ambulance	\$0	0	0	0	0	\$0	0	\$0		\$0
	Cemetery	\$0	0	0	0	0	\$0	0	\$0		\$0
	Housing	\$1,851,738	431,413	0	499,656	(5,667)	\$1,777,828	0	\$1,777,828		\$1,777,828
	Parking	\$0	0	0	0	0	\$0	0	\$0		\$0
	Bonito Lake (88)	\$592,309	11,861	0	245,136	200	\$359,235	0	\$359,235		\$359,235
	Golf Course (90)	\$160,801	597,964	32,862	691,998	5,905	\$105,535	0	\$105,535		\$105,535
	Other Enterprise (enter fund	\$0	0	0	0	0	\$0	0	\$0		\$0
	Other Enterprise (enter fund	\$0	0	0	0	0	\$0	0	\$0		\$0
600	INTERNAL SERVICE FUNDS	\$325,853	153,906	1,371,624	1,581,528	90,850	\$360,705	0	\$360,705		\$360,705
700	TRUST AND AGENCY FUNDS	\$4,566,112	663,239	(2,057)	389,790	(32,527)	\$4,804,977	0	\$4,804,977		\$4,804,977
GRAND TOTAL		\$64,935,767	\$22,472,197	\$0	\$20,083,291	(\$152,514)	\$67,172,159	\$0	\$67,172,159	\$421,317	\$66,750,841

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Encumbrances (expend line only)	Budget Balance	Budget Variance %
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total				
CORRECTIONS REVENUES	201								
Correction Fees	201	130,666	0	130,666	56,853		(73,813)	43.51%	
Miscellaneous	201	91,783	0	91,783	33,932		(57,851)	36.97%	
TOTAL Revenues		222,449	0	222,449	90,785		(131,664)	40.81%	
EXPENDITURES	201	688,780	0	688,780	333,918	118,830	236,032	48.48%	
OTHER FINANCING SOURCES									
Transfers In	201	475,253	0	475,253	237,126		(238,127)	49.89%	
Transfers (Out)	201	(34,427)	0	(34,427)	(17,240)		17,187	50.08%	
TOTAL - OTHER FINANCING SOURCES		440,826	0	440,826	219,886		(220,940)	49.88%	
Excess (deficiency) of revenues over expenditure	201				(23,247)				
ENVIRONMENTAL REVENUES	202								
GRT - Environmental	202	382,137	0	382,137	178,017		(204,120)	46.58%	
Miscellaneous	202	404,331	0	404,331	5,998		(398,333)	1.48%	
TOTAL Revenues		786,468	0	786,468	184,016		(602,452)	23.40%	
EXPENDITURES	202	380,750	0	380,750	6,906	0	373,844	1.81%	
OTHER FINANCING SOURCES									
Transfers In	202	0	0	0	0		0	n/a	
Transfers (Out)	202	(4,000)	(800,000)	(804,000)	0		804,000	0.00%	
TOTAL - OTHER FINANCING SOURCES		(4,000)	(800,000)	(804,000)	0		804,000	0.00%	
Excess (deficiency) of revenues over expenditure	202				177,110				
EMS REVENUES	206								
State EMS Grant	206	0	0	0	0		0	n/a	
Miscellaneous	206	0	0	0	0		0	n/a	
TOTAL Revenues		0	0	0	0		0	n/a	
EXPENDITURES	206	0	0	0	0	0	0	n/a	
OTHER FINANCING SOURCES									
Transfers In	206	0	0	0	0		0	n/a	
Transfers (Out)	206	0	0	0	0		0	n/a	
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a	
Excess (deficiency) of revenues over expenditure	206				0				
E911 REVENUES	207								
State-E-911 Enhancement	207	0	0	0	0		0	n/a	
Network & Data Base Grant	207	0	0	0	0		0	n/a	
Miscellaneous	207	0	0	0	0		0	n/a	
TOTAL Revenues		0	0	0	0		0	n/a	
EXPENDITURES	207	0	0	0	0	0	0	n/a	
OTHER FINANCING SOURCES									
Transfers In	207	0	0	0	0		0	n/a	
Transfers (Out)	207	0	0	0	0		0	n/a	
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a	
Excess (deficiency) of revenues over expenditure	207				0				
FIRE PROTECTION REVENUES	209								
State - Fire Marshall Allotment	209	394,170	105,267	499,437	599,737		100,300	120.08%	
Miscellaneous	209	1,038	0	1,038	655		(383)	63.15%	
TOTAL Revenues		395,208	105,267	500,475	600,392		99,917	119.96%	
EXPENDITURES	209	550,727	105,267	655,994	125,546	19,996	510,453	19.14%	
OTHER FINANCING SOURCES									
Transfers In	209	0	0	0	0		0	n/a	
Transfers (Out)	209	0	0	0	0		0	n/a	
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a	
Excess (deficiency) of revenues over expenditure	209				474,847				

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS	Encumbrances (expend line only)	Budget Balance	Budget Variance %
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total			
LAW ENFORCEMENT PROTECTION REVENUES	211							
State-Law Enforcement Protection	211	67,200	0	67,200	64,800		(2,400)	96.43%
Miscellaneous	211	158,910	(2,400)	156,510	60,684		(95,826)	38.77%
TOTAL Revenues		226,110	(2,400)	223,710	125,484		(98,226)	56.09%
EXPENDITURES	211	225,282	(2,400)	222,882	114,111	23,395	85,377	51.20%
OTHER FINANCING SOURCES								
Transfers In	211	0	0	0	0		0	n/a
Transfers (Out)	211	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditure	211				11,373			
LODGERS' TAX REVENUES	214							
Lodgers' Tax	214	492,864	0	492,864	223,887		(268,977)	45.43%
Miscellaneous	214	164,612	66,667	231,279	90,305		(140,974)	39.05%
TOTAL Revenues		657,476	66,667	724,143	314,191		(409,952)	43.39%
EXPENDITURES	214	787,286	66,667	853,953	240,464	85,217	528,272	28.16%
OTHER FINANCING SOURCES								
Transfers In	214	35,320	0	35,320	0		(35,320)	0.00%
Transfers (Out)	214	(37,999)	0	(37,999)	(19,863)		18,136	52.27%
TOTAL - OTHER FINANCING SOURCES		(2,679)	0	(2,679)	(19,863)		(17,184)	741.43%
Excess (deficiency) of revenues over expenditure	214				53,864			
MUNICIPAL STREET REVENUES	216							
GRT - Infrastructure (1/8 cent)	216	382,137	0	382,137	178,017		(204,120)	46.58%
GRT - Municipal	216	1,529,352	0	1,529,352	712,070		(817,282)	46.56%
Gasoline Tax - (1 cent / 2 cent)	216	468,320	0	468,320	252,046		(216,274)	53.82%
Motor Vehicle - Registration (all)	216	152,729	0	152,729	77,107		(75,622)	50.49%
State Grants	216	199,412	0	199,412	24,906		(174,506)	12.49%
Federal Grants	216	0	0	0	0		0	n/a
Miscellaneous	216	42,111	0	42,111	28,476		(13,635)	67.62%
TOTAL Revenues		2,774,061	0	2,774,061	1,272,622		(1,501,439)	45.88%
EXPENDITURES	216	2,161,049	0	2,161,049	687,887	201,986	1,271,177	31.83%
OTHER FINANCING SOURCES								
Transfers In	216	128,889	0	128,889	0		(128,889)	0.00%
Transfers (Out)	216	(1,281,232)	0	(1,281,232)	(195,236)		1,085,996	15.24%
TOTAL - OTHER FINANCING SOURCES		(1,152,343)	0	(1,152,343)	(195,236)		957,107	16.94%
Excess (deficiency) of revenues over expenditure	216				389,499			
RECREATION REVENUES	217							
Cigarette Tax - (1 cent)	217	0	0	0	0		0	n/a
Miscellaneous	217	678,010	(23,242)	654,768	228,307		(426,461)	34.87%
TOTAL Revenues		678,010	(23,242)	654,768	228,307		(426,461)	34.87%
EXPENDITURES	217	3,606,777	19,187	3,625,964	1,622,776	170,124	1,833,064	44.75%
OTHER FINANCING SOURCES								
Transfers In	217	3,160,345	(10,186)	3,150,159	1,534,542		(1,615,617)	48.71%
Transfers (Out)	217	(510,712)	0	(510,712)	(263,239)		247,473	51.54%
TOTAL - OTHER FINANCING SOURCES		2,649,633	(10,186)	2,639,447	1,271,304		(1,368,143)	48.17%
Excess (deficiency) of revenues over expenditure	217				(123,166)			
INTERGOVERNMENTAL GRANTS REVENUES	218							
State Grants	218	0	0	0	0		0	n/a
Federal Grants	218	0	0	0	0		0	n/a
Miscellaneous	218	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	218	0	0	0	0	0	0	n/a

SPECIAL REVENUES - MUNICIPALITY - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Encumbrances (expend line only)	Budget Balance	Budget Variance %
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total				
OTHER FINANCING SOURCES									
Transfers In	218	0	0	0	0		0	n/a	
Transfers (Out)	218	0	0	0	0		0	n/a	
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a	
Excess (deficiency) of revenues over expenditure	218				0				
SENIOR CITIZENS	219								
REVENUES									
State Grants	219	444,365	0	444,365	211,214		(233,151)	47.53%	
Federal Grants	219	262,188	0	262,188	124,968		(137,220)	47.66%	
Miscellaneous	219	143,033	(10,300)	132,733	107,980		(24,753)	81.35%	
TOTAL Revenues		849,586	(10,300)	839,286	444,162		(395,124)	52.92%	
EXPENDITURES	219	1,351,217	7,399	1,358,616	593,975	99,984	664,656	43.72%	
OTHER FINANCING SOURCES									
Transfers In	219	561,753	0	561,753	280,877		(280,877)	50.00%	
Transfers (Out)	219	(128,689)	0	(128,689)	(64,397)		64,292	50.04%	
TOTAL - OTHER FINANCING SOURCES		433,064	0	433,064	216,480		(216,584)	49.99%	
Excess (deficiency) of revenues over expenditure	219				66,666				
DWI	223								
REVENUES									
State - Formula Distribution (DFA)	223	0	0	0	0		0	n/a	
State - Local Grant (DFA)	223	0	0	0	0		0	n/a	
State Other	223	0	0	0	0		0	n/a	
Federal Grants	223	0	0	0	0		0	n/a	
Miscellaneous	223	0	0	0	0		0	n/a	
TOTAL Revenues		0	0	0	0		0	n/a	
EXPENDITURES	223	0	0	0	0	0	0	n/a	
OTHER FINANCING SOURCES									
Transfers In	223	0	0	0	0		0	n/a	
Transfers (Out)	223	0	0	0	0		0	n/a	
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a	
Excess (deficiency) of revenues over expenditure	223				0				
OTHER - SPECIAL	299								
REVENUES	299	1,761,357	0	1,761,357	806,860		(954,497)	45.81%	
EXPENDITURES	299	865,676	0	865,676	304,811	11,008	549,858	35.21%	
TOTAL -OTHER FINANCING SOURCES	299	(1,134,819)	0	(1,134,819)	172,429		1,307,248	(15.19%)	
Excess (deficiency) of revenues over expenditure	299				674,479				

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
ENGINEERING (63)							
REVENUES	137,050	0	137,050	52,469		(84,581)	38.28%
EXPENDITURES	402,075	0	402,075	158,451	10,858	232,766	39.41%
OTHER FINANCING SOURCES							
Transfers In	200,000	0	200,000	100,000		(100,000)	50.00%
Transfers (Out)	(28,494)	0	(28,494)	(14,257)		14,237	50.03%
TOTAL - OTHER FINANCING SOURCES	171,506	0	171,506	85,743		(85,763)	49.99%
Excess (deficiency) of revenues over expenditures				(20,238)			
BUILDING CODES (65)							
REVENUES	29,000	0	29,000	9,240		(19,760)	31.86%
EXPENDITURES	131,997	0	131,997	66,430	150	65,417	50.33%
OTHER FINANCING SOURCES							
Transfers In	128,735	0	128,735	66,779		(61,956)	51.87%
Transfers (Out)	(14,893)	0	(14,893)	(6,606)		8,287	44.36%
TOTAL - OTHER FINANCING SOURCES	113,842	0	113,842	60,173		(53,669)	52.86%
Excess (deficiency) of revenues over expenditures				2,983			
94 GROSS RECEIPTS (69)							
REVENUES	1,532,534	0	1,532,534	716,864		(815,670)	46.78%
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	(1,592,167)	0	(1,592,167)	(145,487)		1,446,680	9.14%
TOTAL - OTHER FINANCING SOURCES	(1,592,167)	0	(1,592,167)	(145,487)		1,446,680	9.14%
Excess (deficiency) of revenues over expenditures				571,377			
SELF INSURED (96)							
REVENUES	51,730	0	51,730	27,060		(24,670)	52.31%
EXPENDITURES	56,357	0	56,357	15,571	0	40,786	27.63%
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				11,489			
LIABILITY/DEDUCTIBLES (107)							
REVENUES	11,043	0	11,043	1,227		(9,816)	11.11%
EXPENDITURES	275,247	0	275,247	64,359	0	210,888	23.38%
OTHER FINANCING SOURCES							
Transfers In	172,000	0	172,000	172,000		0	100.00%
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	172,000	0	172,000	172,000		0	100.00%
Excess (deficiency) of revenues over expenditures				108,868			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
FUND 299 SUMMARY							
Revenue - TOTAL	\$1,761,357	\$0	\$1,761,357	\$806,860		(954,497)	45.81%
Expenditures - TOTAL	\$865,676	\$0	\$865,676	\$304,811	\$11,008	549,858	35.21%
TOTAL - OTHER FINANCING SOURCES	(\$1,134,819)	\$0	(\$1,134,819)	\$172,429		\$1,307,248	(15.19%)

CAPITAL PROJECTS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
GRT- Dedication	\$5,352,633	\$0	\$5,352,633	2,492,243.79		(\$2,860,389)	46.56%
GRT- Infrastructure	\$382,338	(\$201)	\$382,137	178,017.41		(\$204,120)	46.58%
Bond Proceeds	\$0	\$0	\$0	-		\$0	n/a
State Grants	\$0	\$0	\$0	-		\$0	n/a
CDBG funding	\$42,093	\$0	\$42,093	41,999.06		(\$94)	99.78%
State Grants	\$1,815,205	\$313,355	\$2,128,560	48,610.08		(\$2,079,950)	2.28%
Federal Grants (other)	\$1,305,693	\$512,550	\$1,818,243	391,560.17		(\$1,426,683)	21.54%
Legislative Appropriations	\$0	\$0	\$0	-		\$0	n/a
Investment Income	\$99,406	\$0	\$99,406	118,497.18		\$19,091	119.21%
Miscellaneous	\$1,824,838	(\$951,963)	\$872,875	174,840.80		(\$698,034)	20.03%
TOTAL CAPITAL PROJECTS REVENUES	\$10,822,206	(\$126,259)	\$10,695,947	\$3,445,768		(\$7,250,179)	32.22%
EXPENDITURES							
Parks/Recreation	\$1,682,018	\$0	\$1,682,018	46,766.19	325,125.48	\$1,310,126	2.78%
Housing	\$876,225	\$4,050	\$880,275	69,855.65	127,890.79	\$682,529	7.94%
Equipment & Buildings	\$1,016,754	\$0	\$1,016,754	251,857.27	124,751.45	\$640,145	24.77%
Facilities	\$0	\$0	\$0	-	-	\$0	n/a
Transit	\$0	\$0	\$0	-	-	\$0	n/a
Utilities	\$4,547,537	\$0	\$4,547,537	511,211.90	1,194,388.80	\$2,841,936	11.24%
Airports	\$0	\$565,000	\$565,000	113,548.00	453,292.00	(\$1,840)	20.10%
Infrastructure	\$12,345,030	\$3,843,359	\$16,188,389	1,199,579.24	1,449,538.81	\$13,539,271	7.41%
Debt Service Payments (P&I)-GO Bonds	\$0	\$0	\$0	-	-	\$0	n/a
Debt Service Payments (P&I)-Rev. Bonds	\$0	\$0	\$0	-	-	\$0	n/a
Other	\$542,101	\$320	\$542,421	2,400.04	2,700.00	\$537,321	0.44%
TOTAL CAPITAL PROJECTS EXPENDITURE	\$21,009,665	\$4,412,729	\$25,422,394	\$2,195,218	\$3,677,687	\$19,549,488	8.63%
OTHER FINANCING SOURCES							
Transfers In	\$906,826	\$2,063,245	\$2,970,071	8,156.91		(\$2,961,914)	0.27%
Transfers (Out)	(\$1,758,015)	\$225,587	(\$1,532,428)	(409,053.56)		\$1,123,374	26.69%
TOTAL - OTHER FINANCING SOURCES	(\$851,189)	\$2,288,832	\$1,437,643	(\$400,897)		(\$1,838,540)	(27.89%)
Excess (deficiency) of revenues over expenditures				\$849,654			

DEBT SERVICE

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
GENERAL OBLIGATION BONDS [FUND 401]							
REVENUES:							
General Obligation - (Property tax)	\$653,387	\$0	\$653,387	217,698.60		(\$435,688)	33.32%
Investment Income	\$1,354	\$0	\$1,354	1,057.06		(\$297)	78.07%
Other - Misc	\$0	\$0	\$0	-		\$0	n/a
TOTAL REVENUES	\$654,741	\$0	\$654,741	\$218,756		(\$435,985)	33.41%
EXPENDITURES							
General Obligation - Principal	\$180,340	\$249,660	\$430,000	430,000.00	-	\$0	100.00%
General Obligation - Interest	\$56,905	\$235,427	\$292,332	149,541.28	-	\$142,791	51.15%
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	-	-	\$0	n/a
TOTAL EXPENDITURES	\$237,245	\$485,087	\$722,332	\$579,541	\$0	\$142,791	80.23%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$485,087	\$485,087	-		(\$485,087)	0.00%
Transfers (Out)	\$0	\$0	\$0	-		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$485,087	\$485,087	\$0		(\$485,087)	0.00%
Excess (deficiency) of revenues over expenditures [401]				(\$360,786)			
REVENUE BONDS [FUND 402]							
REVENUES:							
Bond Proceeds	\$0	\$0	\$0	-		\$0	n/a
Revenue Bonds - GRT	\$0	\$0	\$0	-		\$0	n/a
Investment Income	\$5,851	\$0	\$5,851	2,923.79		\$2,927	49.97%
Revenue Bonds - Other	\$0	\$0	\$0	-		\$0	n/a
REVENUE BOND REVENUE - TOTAL	\$5,851	\$0	\$5,851	\$2,924		\$2,927	49.97%
EXPENDITURES							
Revenue Bonds - Principal	\$1,784,579	(\$249,660)	\$1,534,919	-	-	\$1,534,919	0.00%
Revenue Bonds - Interest	\$918,598	(\$235,427)	\$683,171	341,583.84	-	\$341,587	50.00%
Other Revenue Bond Payments	\$0	\$0	\$0	-	-	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	-	-	\$0	n/a
TOTAL DEBT SERVICE FUND EXPENDITURES	\$2,703,177	(\$485,087)	\$2,218,090	\$341,584	\$0	\$1,876,506	15.40%
OTHER FINANCING SOURCES							
Transfers In	\$2,703,177	(\$485,087)	\$2,218,090	339,626.08		(\$1,878,464)	15.31%
Transfers (Out)	\$0	\$0	\$0	-		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$2,703,177	(\$485,087)	\$2,218,090	\$339,626		(\$1,878,464)	15.31%
Excess (deficiency) of revenues over expenditures [402]				\$966			
OTHER DEBT SERVICE [FUND 403]							
REVENUES:							
Investment Income	\$0	\$0	\$0	783.08		\$783	n/a
Loan Revenue	\$0	\$0	\$0	-		\$0	n/a
OTHER DEBT SERVICE REVENUE - TOTAL	\$0	\$0	\$0	\$783		\$783	n/a
EXPENDITURES							
NMFA Loan Payments	\$2,456,670	\$0	\$2,456,670	499,464.61	-	(\$1,957,205)	20.33%
Board of Finance Loan Payments	\$0	\$0	\$0	-	-	\$0	n/a
Other Debt Service - Misc	\$15,565	\$12,118	\$27,683	6,579.57	-	(\$21,103)	23.77%
TOTAL DEBT SERVICE FUND EXPENDITURES	\$2,472,235	\$12,118	\$2,484,353	\$506,044	\$0	(\$1,978,309)	20.37%
OTHER FINANCING SOURCES							
Transfers In	\$2,472,235	\$12,118	\$2,484,353	504,707.16		(\$1,979,646)	20.32%
Transfers (Out)	\$0	\$0	\$0	-		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$2,472,235	\$12,118	\$2,484,353	\$504,707		(\$1,979,646)	20.32%
Excess (deficiency) of revenues over expenditures [403]				(\$554)			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
Water Fund							
Charges for Services	\$9,849,081	\$0	\$9,849,081	4,788,774.69		(\$5,060,306)	48.62%
Interest on Investments	\$28,616	\$0	\$28,616	40,431.24		\$11,815	141.29%
Gross Receipts - dedicated	\$0	\$0	\$0	-		\$0	n/a
Grants - Federal	\$0	\$0	\$0	-		\$0	n/a
Grants - State	\$0	\$0	\$0	-		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	-		\$0	n/a
Other	\$0	\$0	\$0	347.97		\$348	n/a
TOTAL REVENUES - Water Fund	\$9,877,697	\$0	\$9,877,697	\$4,829,554		(\$5,048,143)	48.89%
EXPENDITURES							
Water Fund	\$9,988,013	\$825	\$9,988,838	2,939,889.43	252,260.01	\$6,796,689	29.43%
OTHER FINANCING SOURCES							
Transfers In	\$98,413	\$0	\$98,413	98,413.00		\$0	100.00%
Transfers (Out)	(\$3,086,304)	(\$1,500,000)	(\$4,586,304)	(518,383.12)		\$4,067,921	11.30%
TOTAL-OTHER FINANCING SOURCES	(\$2,987,891)	(\$1,500,000)	(\$4,487,891)	(\$419,970)		\$4,067,921	9.36%
Excess (deficiency) of revenues over expenditures				\$1,469,694			
REVENUES							
Solid Waste							
Charges for Services	\$1,997,000	\$0	\$1,997,000	992,095.51		(\$1,004,904)	49.68%
Interest on Investments	\$194	\$0	\$194	137.44		(\$57)	70.85%
Gross Receipts - dedicated	\$0	\$0	\$0	-		\$0	n/a
Grants - Federal	\$0	\$0	\$0	-		\$0	n/a
Grants - State	\$0	\$0	\$0	-		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	-		\$0	n/a
Other	\$3,535	\$0	\$3,535	1,875.93		(\$1,659)	53.07%
TOTAL REVENUES - Solid Waste Fund	\$2,000,729	\$0	\$2,000,729	\$994,109		(\$1,006,620)	49.69%
EXPENDITURES							
Solid Waste	\$1,927,839	\$0	\$1,927,839	929,125.50	1,632.90	\$997,081	48.20%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	-		\$0	n/a
Transfers (Out)	(\$131,872)	\$0	(\$131,872)	(116,866.02)		\$15,006	88.62%
TOTAL-OTHER FINANCING SOURCES	(\$131,872)	\$0	(\$131,872)	(\$116,866)		\$15,006	88.62%
Excess (deficiency) of revenues over expenditures				(\$51,883)			
REVENUES							
Waste Water							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Waste Water Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Waste Water	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
Airport							
Charges for Services	\$159,120	\$0	\$159,120	11,294.24		(\$147,826)	7.10%
Interest on Investments	\$645	\$0	\$645	299.29		(\$346)	46.40%
Gross Receipts - dedicated	\$0	\$0	\$0	-		\$0	n/a
Grants - Federal	\$0	\$0	\$0	-		\$0	n/a
Grants - State	\$127,908	\$0	\$127,908	28,049.00		(\$99,859)	21.93%
Legislative Appropriation	\$0	\$0	\$0	-		\$0	n/a
Other	\$0	\$0	\$0	10,217.27		\$10,217	n/a
TOTAL REVENUES - Airport Fund	\$287,673	\$0	\$287,673	\$49,860		(\$237,813)	17.33%
EXPENDITURES							
Airport	\$410,852	\$0	\$410,852	97,580.02	89,383.97	\$223,888	23.75%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	-		\$0	n/a
Transfers (Out)	(\$49,536)	\$0	(\$49,536)	(24,773.94)		\$24,762	50.01%
TOTAL-OTHER FINANCING SOURCES	(\$49,536)	\$0	(\$49,536)	(\$24,774)		\$24,762	50.01%
Excess (deficiency) of revenues over expenditures				(\$72,494)			
REVENUES							
Ambulance							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Ambulance Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Ambulance	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
REVENUES							
Cemetery							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Cemetery Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Cemetery	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
Housing							
Charges for Services	\$350,435	\$0	\$350,435	179,670.25		(\$170,765)	51.27%
Interest on Investments	\$2,650	\$0	\$2,650	1,478.06		(\$1,172)	55.78%
Gross Receipts - dedicated	\$0	\$0	\$0	-		\$0	n/a
Grants - Federal	\$424,971	\$0	\$424,971	250,949.08		(\$174,022)	59.05%
Grants - State	\$0	\$0	\$0	-		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	-		\$0	n/a
Other	\$18,165	\$0	\$18,165	(684.09)		(\$18,849)	(3.77%)
TOTAL REVENUES - Housing Fund	\$796,221	\$0	\$796,221	\$431,413		(\$364,808)	54.18%
EXPENDITURES							
Housing	\$1,236,294	\$0	\$1,236,294	499,656.06	19,399.13	\$717,239	40.42%
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	-		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	-		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				(\$68,243)			
REVENUES							
Parking Facilities							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES - Parking Facilities	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Parking Facilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			
REVENUES							
Bonito Lake (88)							
Charges for Services	\$0	\$0	\$0	-		\$0	n/a
Interest on Investments	\$199	\$0	\$199	1,568.73		\$1,370	788.31%
Gross Receipts - dedicated	\$0	\$0	\$0	-		\$0	n/a
Grants - Federal	\$153,588	\$0	\$153,588	-		(\$153,588)	0.00%
Grants - State	\$34,810	\$0	\$34,810	-		(\$34,810)	0.00%
Legislative Appropriation	\$0	\$0	\$0	-		\$0	n/a
Other	\$0	\$0	\$0	10,292.54		\$10,293	n/a
TOTAL REV. - Other Enterprise Fund	\$188,597	\$0	\$188,597	\$11,861		(\$176,736)	6.29%
EXPENDITURES							
Other Enterprise Fund	\$928,824	\$0	\$928,824	245,136.25	64,504.43	\$619,183	26.39%
OTHER FINANCING SOURCES							
Transfers In	\$400,000	\$0	\$400,000	-		(\$400,000)	0.00%
Transfers (Out)	\$0	\$0	\$0	-		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$400,000	\$0	\$400,000	\$0		(\$400,000)	0.00%
Excess (deficiency) of revenues over expenditures				(\$233,275)			

ENTERPRISE FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
Golf Course (90)							
Charges for Services	\$1,259,785	\$0	\$1,259,785	595,974.29		(\$663,811)	47.31%
Interest on Investments	\$322	\$0	\$322	347.48		\$25	107.91%
Gross Receipts - dedicated	\$0	\$0	\$0	-		\$0	n/a
Grants - Federal	\$0	\$0	\$0	-		\$0	n/a
Grants - State	\$0	\$0	\$0	-		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	-		\$0	n/a
Other	\$2,400	\$0	\$2,400	1,642.50		(\$758)	68.44%
TOTAL REV. - Other Enterprise Fund	\$1,262,507	\$0	\$1,262,507	\$597,964		(\$664,543)	47.36%
EXPENDITURES							
Other Enterprise Fund	\$1,377,151	\$0	\$1,377,151	691,997.58	37,648.36	\$647,505	50.25%
OTHER FINANCING SOURCES							
Transfers In	\$143,834	\$0	\$143,834	71,917.02		(\$71,917)	50.00%
Transfers (Out)	(\$76,363)	\$0	(\$76,363)	(39,054.94)		\$37,308	51.14%
TOTAL-OTHER FINANCING SOURCES	\$67,471	\$0	\$67,471	\$32,862		(\$34,609)	48.71%
Excess (deficiency) of revenues over expenditures				(\$61,171)			
REVENUES							
Other Enterprise (enter fund name)							
Charges for Services	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - dedicated	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriation	\$0	\$0	\$0	\$0		\$0	n/a
Other	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REV. - Other Enterprise Fund	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Other Enterprise Fund	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL-OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures				\$0			

INTERNAL SERVICE / TRUST & AGENCY FUNDS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)			
	Approved Budget	Budget Adjustments	Adjusted Budget					\$	%
INTERNAL SERVICE FUNDS [600]									
REVENUES									
Charges for Services	\$85,000	\$0	\$85,000	35,622.88		(\$49,377)	41.91%		
Interest on Investments	\$414	\$0	\$414	-		(\$414)	0.00%		
Miscellaneous revenues	\$245,171	\$0	\$245,171	118,283.53		(\$126,887)	48.25%		
TOTAL REVENUES	\$330,585	\$0	\$330,585	\$153,906		(\$176,679)	46.56%		
EXPENDITURES									
Operating Expenditures	\$3,258,614	(\$12,931)	\$3,245,683	1,398,549.64	428,587.83	\$1,418,546	43.09%		
Miscellaneous	\$254,985	\$0	\$254,985	182,978.40	-	\$72,007	71.76%		
TOTAL EXPENDITURES	\$3,513,599	(\$12,931)	\$3,500,668	\$1,581,528	\$428,588	\$1,490,552	#REF!		
OTHER FINANCING SOURCES									
Transfers In	\$3,022,853	\$0	\$3,022,853	1,371,623.82		\$1,651,229	45.38%		
Transfers (Out)	\$0	\$0	\$0	-		\$0	n/a		
TOTAL - OTHER FINANCING SOURCES	\$3,022,853	\$0	\$3,022,853	\$1,371,624		(\$1,651,229)	n/a		
Excess (deficiency) of revenues over expenditures				(\$55,998)					
TRUST AND AGENCY FUNDS [700]									
REVENUES									
Investments	\$0	\$0	\$0	0.00		\$0	n/a		
Interest on Investments	\$12,120	\$0	\$12,120	16,087.34		\$3,967	132.73%		
Tax Revenues	\$0	\$0	\$0	0.00		\$0	n/a		
Miscellaneous revenues	\$1,168,938	\$0	\$1,168,938	647,151.58		(\$521,786)	55.36%		
TOTAL REVENUES	\$1,181,058	\$0	\$1,181,058	\$663,239		(\$517,819)	56.16%		
EXPENDITURES									
General Government/Benefits	\$0	\$0	\$0	-	-	\$0	n/a		
Capital Outlay	\$136,000	\$0	\$136,000	1,463.63	41,220.28	\$93,316	1.08%		
Debt Service	\$0	\$0	\$0	-	-	\$0	n/a		
Miscellaneous	\$1,369,902	\$0	\$1,369,902	388,326.44	111,356.17	\$870,219	28.35%		
TOTAL EXPENDITURES	\$1,505,902	\$0	\$1,505,902	\$389,790	\$152,576	\$963,535	25.88%		
OTHER FINANCING SOURCES									
Transfers In	\$0	\$0	\$0	-		\$0	n/a		
Transfers (Out)	(\$2,394)	\$0	(\$2,394)	(2,057.02)		(\$337)	85.92%		
TOTAL - OTHER FINANCING SOURCES	(\$2,394)	\$0	(\$2,394)	(\$2,057)		\$337	85.92%		
Excess (deficiency) of revenues over expenditures				\$271,392					

**DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
QUARTERLY REPORT**

**CITY OF ALAMOGORDO
Period Ending: 12/31/2013**

Schedule of Investments:

Type of Investment	Fund Number	Investment Date	Maturity Date	Source (Bank or Fiscal Agent)	Book Value	Market Value
Local Government Investment Pool	Cons	N/A	DAILY	ST. INVESTMENT POOL - COA	8,149.89	0.00
Local Government Investment Pool - Housing Authority	Cons	N/A	DAILY	ST. INVESTMENT POOL - PHA	707,124.31	706,718.72
Certificate of Deposit	Cons	02/07/11	02/07/14	First National Bank (CD#78823227)	500,000.00	500,000.00
Certificate of Deposit	Cons	02/06/13	02/06/18	Western Bank (CD#81186796)	252,325.80	252,325.80
Certificate of Deposit	Cons	03/11/13	03/11/18	Western Bank (CD# 81186879)	252,342.90	252,342.90
Certificate of Deposit	Cons	03/22/13	03/22/18	Western Bank (CD# 81186944)	756,801.27	756,801.27
Certificate of Deposit	Cons	02/07/13	02/07/18	First Savings Bank (CD#13312297)	252,325.80	252,325.80
Certificate of Deposit	Cons	03/12/13	03/12/18	First Savings Bank (CD# 13401520)	1,007,553.18	1,007,553.18
Certificate of Deposit	Cons	02/08/13	02/08/18	Bank '34 (CD#0101004984)	250,000.00	250,000.00
Certificate of Deposit	Cons	02/12/13	02/12/18	First American Bank (CD#603372527)	250,000.00	250,000.00
Certificate of Deposit	Cons	03/22/13	03/22/18	First American Bank (CD# 603372528)	1,000,000.00	1,000,000.00
Certificate of Deposit	Cons	02/12/13	02/12/18	Pioneer Bank (CD#30100640)	252,191.91	252,191.91
Certificate of Deposit	Cons	03/20/13	03/20/18	Bank of the West (CD#029771907)	251,820.09	251,820.09
Certificate of Deposit	Cons	03/27/13	03/22/18	Washington Federal (CD# 172-200282-9)	252,968.91	252,968.91
Certificate of Deposit	Cons	04/09/13	04/09/18	Washington Federal (CD# 172-200283-7)	1,009,133.99	1,009,133.99
Certificate of Deposit	Cons	10/11/13	01/09/14	Wells Fargo ST Inv (CD#2306210390)	1,302,415.24	1,302,415.24
Certificate of Deposit	Cons	10/25/13	01/23/14	Wells Fargo ST Inv (CD#8894479271)	1,206,620.05	1,206,620.05
Certificate of Deposit	Cons	11/24/13	01/23/14	Wells Fargo ST Inv (CD#2306210283)	1,206,522.51	1,206,522.51
Certificate of Deposit	Cons	12/10/13	03/10/14	Wells Fargo ST Inv (CD#2306210408)	1,302,352.80	1,302,352.80
Certificate of Deposit	Cons	12/10/13	02/08/14	Wells Fargo ST Inv (CD#2306210416)	1,302,395.61	1,302,395.61
Certificate of Deposit	Cons	12/24/13	01/23/14	Wells Fargo ST Inv (CD#8894479289)	1,206,621.70	1,206,621.70
Certificate of Deposit	Cons	07/01/11	03/28/14	Wells Fargo (Empire Nat'l Bk NY)	250,000.00	250,141.75
Certificate of Deposit	Cons	07/13/11	07/14/14	Wells Fargo (Beacon Federal)	250,000.00	250,586.25
Certificate of Deposit	Cons	08/11/11	02/11/14	Wells Fargo (Cardinal Bank)	250,000.00	250,177.00
Certificate of Deposit	Cons	08/19/11	02/19/15	Wells Fargo (Prudential B-T Hartford CT)	250,000.00	250,759.75
Certificate of Deposit	Cons	09/16/11	09/15/17	Wells Fargo (Camden Natl Bank)	250,000.00	258,621.50
Certificate of Deposit	Cons	09/28/11	04/28/15	Wells Fargo (The City NB of Metropolis)	250,000.00	250,767.50
Certificate of Deposit	Cons	10/05/11	10/05/16	Wells Fargo (Luana Savings Bank)	250,000.00	257,193.75
Certificate of Deposit	Cons	11/09/11	11/09/15	Wells Fargo (Ally Bank UT)	250,000.00	254,366.50
Certificate of Deposit	Cons	11/16/11	11/17/14	Wells Fargo (Safra Nat'l Bk NY)	250,000.00	251,776.00
Certificate of Deposit	Cons	11/16/11	11/16/16	Wells Fargo (GE Capital Financial Int)	250,000.00	255,581.00
Certificate of Deposit	Cons	05/16/12	05/16/17	Wells Fargo (Discover Bank DE)	250,000.00	252,864.00
Certificate of Deposit	Cons	05/16/12	05/16/17	Wells Fargo (Goldman Sachs Bank)	250,000.00	252,861.25

Certificate of Deposit	Cons	05/18/12	05/18/17	Wells Fargo (GE Capital Retail)	250,000.00	252,026.25
Certificate of Deposit	Cons	06/12/12	06/12/17	Wells Fargo (Peapack Gladstone Bk)	250,000.00	252,724.25
Certificate of Deposit	Cons	06/15/12	06/15/15	Wells Fargo (Lone Star Natl Bk TX)	250,000.00	251,473.50
Certificate of Deposit	Cons	06/20/12	06/20/14	Wells Fargo (Sovereign Bank)	250,000.00	250,475.50
Certificate of Deposit	Cons	06/22/12	06/22/17	Wells Fargo (State Bk of India NY)	250,000.00	253,014.75
Certificate of Deposit	Cons	06/27/12	12/27/18	Wells Fargo (Bank Holland Mich)	250,000.00	239,448.00
Certificate of Deposit	Cons	06/29/12	06/26/16	Wells Fargo (Mbank)	250,000.00	251,615.00
Certificate of Deposit	Cons	07/17/12	07/17/15	Wells Fargo (First Business Bank)	250,000.00	251,501.00
Certificate of Deposit	Cons	07/27/12	07/27/15	Wells Fargo (Flushing SB)	250,000.00	251,562.75
Certificate of Deposit	Cons	08/22/12	08/22/17	Wells Fargo (Sallie Mae Bk)	250,000.00	248,892.25
Certificate of Deposit	Cons	08/24/12	08/26/19	Wells Fargo (World Finl Cap Bk)	250,000.00	240,589.75
Certificate of Deposit	Cons	09/21/12	09/22/14	Wells Fargo (Citizens St Bk)	250,000.00	250,654.75
Certificate of Deposit	Cons	03/06/13	03/07/16	Wells Fargo (Banco Popular North Amer)	125,000.00	124,697.13
Certificate of Deposit	Cons	03/06/13	03/06/17	Wells Fargo (Banco Popular North Amer New York)	125,000.00	123,984.38
Certificate of Deposit	Cons	06/28/13	06/28/18	Wells Fargo (BMW Bank of NA)	250,000.00	243,644.50
Certificate of Deposit	Cons	08/08/13	08/08/18	Wells Fargo (American Express)	250,000.00	249,332.75
Certificate of Deposit	Cons	08/14/13	08/14/18	Wells Fargo (Citi Bank)	250,000.00	249,252.00
Certificate of Deposit	Cons	10/08/13	10/09/18	Wells Fargo (Bank of Baroda)	250,000.00	249,221.50
Certificate of Deposit	Cons	11/27/13	11/27/18	Wells Fargo (First Bank of Highland)	250,000.00	248,461.00
Certificate of Deposit	Cons	12/04/13	12/04/18	Wells Fargo (Marlin Business Bank)	250,000.00	248,494.50
Note	Cons	06/13/12	08/01/16	Wells Fargo (Albq NM Mun Sch Dist Mun Bond)	356,332.36	355,350.40
Note	Cons	06/15/12	08/01/19	Wells Fargo (Bernalillo NM Muni Sch Dist #1)	515,668.49	507,350.00
Note	Cons	06/15/12	06/01/22	Wells Fargo (Santa Fe TX Wtr Impt Rev Ser)	329,821.19	310,277.00
Note	Cons	06/21/12	07/01/15	Wells Fargo (New Mexico St Severance Tax)	869,570.40	856,400.00
Note	Cons	06/21/12	08/15/17	Wells Fargo (Gadsden NM Indep Sch Dist #16 Ref-Ser f	556,680.20	550,335.00
Note	Cons	08/13/12	08/01/22	Wells Fargo (N Mexico Dona Ana Brh Cmnty College G	115,062.62	106,615.00
Note	Cons	08/21/12	08/01/16	Wells Fargo (San Juan Cnty N Mex Cent Consindpt S/D	267,064.07	265,540.00
Note	Cons	09/04/12	06/01/15	Wells Fargo (Carlsbad NM Jt Wtr & Swr)	170,455.79	170,380.65
Note	Cons	09/07/12	08/15/19	Wells Fargo (Central N Mexico Cmnty Coll GO Series 2	145,761.97	142,259.00
Note	Cons	09/10/12	08/01/16	Wells Fargo (New Mexico St Hosp Equip Rev Ser 2008	124,324.46	121,371.80
Note	Cons	09/27/12	08/01/15	Wells Fargo (Los Alamos NM Public Sch Dist Ref)	257,354.70	256,382.50
Note	Cons	10/10/12	08/01/14	Wells Fargo (Alamogordo NM S/D #1)	353,748.13	352,565.50
Note	Cons	10/31/12	08/01/14	Wells Fargo (Bernalillo NM Muni Sch Dist #1)	511,791.08	507,550.00
Note	Cons	11/21/12	10/15/20	Wells Fargo (University N Mex Gallup Branch Cmnty Co	156,338.42	150,897.00
Note	Cons	01/18/13	08/15/14	Wells Fargo (Centrl New Mexico Cmnty Clg UND - E6)	102,046.21	101,365.00
Note	Cons	01/18/13	08/01/14	Wells Fargo (Dona Ana Branch Cmnty Clg NM LTD Tax	512,153.42	507,400.00
Note	Cons	01/24/13	07/15/18	Wells Fargo (Los Lunas N Mexico S/D #1 G.O. SER201	209,104.19	206,152.00
Note	Cons	01/30/13	07/01/17	Wells Fargo (Albuquerque NM Ser A Gen Purp/Pub Imp	555,824.92	543,720.00
Note	Cons	01/30/13	01/30/18	Wells Fargo (Fannie Mae)	1,000,000.00	981,443.00
Note	Cons	02/08/13	07/25/18	Wells Fargo (Fed Home Loan Bk Bond)	1,000,000.00	964,055.00
Note	Cons	02/15/13	01/15/19	Wells Fargo (Fannie Mae Unsecdnt Call)	500,000.00	482,577.50
Note	Cons	02/20/13	02/20/18	Wells Fargo (Fannie Mae)	500,000.00	494,022.50

Note	Cons	02/21/13	02/21/18	Wells Fargo (Fannie Mae Unsecdnt Call)	500,000.00	491,212.50
Note	Cons	02/22/13	01/30/19	Wells Fargo (Fannie Mae Unsecdnt Call)	500,000.00	481,995.50
Note	Cons	03/12/13	05/15/22	Wells Fargo (Rio Rancho NM Wtr & Wstwr Sys Rev Re	116,718.99	108,028.00
Note	Cons	03/25/13	08/15/17	Wells Fargo (San Juan County NM Junior College Distri	56,802.46	55,470.00
Note	Cons	03/25/13	06/01/19	Wells Fargo (New Mexico Fin Auth Rev Rev Series 2008	133,312.14	130,768.80
Note	Cons	03/25/13	08/01/19	Wells Fargo (Rio Rancho N Mex Pub Sch Distno 94 Ult	107,676.19	103,270.70
Note	Cons	04/04/13	06/01/19	Wells Fargo (NMFA Rev Series 2011 C)	596,604.49	584,525.00
Note	Cons	04/23/13	03/01/19	Wells Fargo (New Mexico St Ult G.O. Series 2013)	311,085.89	301,011.28
Note	Cons	04/23/13	03/01/19	Wells Fargo (New Mexico St Ult G.O. Series 2013)	519,035.24	512,532.72
Note	Cons	04/23/13	10/02/18	Wells Fargo (Federal Farm Credit Banks Funding Corp	150,000.00	144,478.10
Note	Cons	09/13/13	11/21/18	Wells Fargo (Fannie Mae Unsecdnt)	523,475.67	521,996.48
Note	Cons	12/27/13	12/27/18	Wells Fargo (Federal Home Loan Bank)	999,500.00	987,342.00
Note	Cons	11/13/09	01/01/14	RBC (FNMA)	93,929.91	94,146.36
Note	Cons	11/25/09	10/01/14	RBC (FNMA)	19,211.06	19,395.97
Note	Cons	07/29/11	01/15/15	RBC (FHLMC MTN)	785,262.23	783,358.50
Note	Cons	07/29/11	10/15/15	RBC (FNMA MTN)	791,286.87	802,875.00
Note	Cons	09/01/11	03/14/14	RBC (FHLB Gtd. Remic)	263,918.49	263,531.48
Note	Cons	11/17/11	12/19/14	RBC (FHLMC MLTCL MTG)	249,997.65	251,347.50
Note	Cons	12/16/11	12/29/14	RBC (FHLMC MTN)	149,877.52	150,647.25
Note	Cons	02/02/12	01/13/14	RBC (US TREASURY NT)	100,015.76	100,015.60
Note	Cons	03/09/12	08/01/15	RBC (FNMA)	48,204.60	48,244.44
Note	Cons	03/16/12	10/30/14	RBC (FNMA MTN)	500,067.93	501,841.50
Note	Cons	03/19/12	02/27/14	RBC (FNMA MTN)	502,002.98	500,855.00
Note	Cons	04/20/12	04/15/14	RBC (US TREASURY NT)	351,247.48	351,134.70
Note	Cons	04/23/12	04/01/17	RBC (FNMA)	25,168.32	25,407.81
Note	Cons	05/21/12	07/02/15	RBC (FNMA DEB)	149,696.81	150,358.65
Note	Cons	08/23/12	11/20/15	RBC (FHLB DEB)	249,953.49	250,315.00
Note	Cons	08/30/12	06/27/14	RBC (FNMA MTN)	501,989.62	502,424.00
Note	Cons	08/30/12	11/25/14	RBC (FHLMC MTN)	501,815.94	502,643.50
Note	Cons	09/20/12	03/01/15	RBC (FNMA)	19,914.73	18,725.33
Note	Cons	09/28/12	08/25/17	RBC (FNMA GTD. REMIC)	464,741.01	459,039.09
Note	Cons	10/30/12	02/25/17	RBC (FANNIEMAE ACES)	176,259.97	174,148.63
Note	Cons	12/18/12	03/15/16	RBC (FNMA MTN)	1,193,478.77	1,181,498.10
Note	Cons	12/21/12	11/30/17	RBC (US TREASURY NT)	996,218.08	975,000.00
Note	Cons	12/21/12	12/15/15	RBC (US TREASURY NT)	997,769.40	997,773.00
Note	Cons	12/27/12	07/15/14	RBC (FHLMC MLTCL MTG)	262,900.98	261,625.79
Note	Cons	12/27/12	09/15/17	RBC (FHLB DEB)	599,875.37	582,800.73
Note	Cons	12/28/12	05/31/14	RBC (US TREASURY NT)	750,077.29	750,439.50
Note	Cons	01/07/13	09/01/16	RBC (FNMA #468957)	310,110.69	309,231.87
Note	Cons	01/07/13	06/30/14	RBC (US TREASURY NT)	1,200,117.86	1,200,937.20
Note	Cons	01/08/13	12/01/16	RBC (FNMA #469817)	174,645.18	173,924.18
Note	Cons	01/11/13	12/01/16	RBC (FNMA #469673)	257,886.24	256,417.35

Note	Cons	01/15/13	08/01/17	RBC (FNMA #AM0254)	479,729.18	477,510.88
Note	Cons	01/22/13	11/01/15	RBC (FNMA #466534)	307,088.72	305,876.68
Note	Cons	01/30/13	11/25/16	RBC (FNMA GTD. REMIC)	248,201.35	247,082.92
Money Market	Cons			Wells Fargo ST Money Market	8,897,657.07	8,897,657.07
Moved from Cash acct to Inv acct on books Feb07	Cons			New Mexico Finance Authority	112,161.17	112,161.17
Moved from Cash acct to Inv acct on books Feb07	Cons			Bank of New York Mellon	1,180,986.41	1,180,986.41

STATEMENT OF CASH FLOWS
ACTUALS FY 2013-2014

Dec 2013 Actuals

FUND NO.	12/31/13 FUND DESCRIPTION	UNAUDITED BEGINNING CASH, INV. & PC BALANCE	ACTUAL REVENUES	TRANSFERS IN	TRANSFERS OUT	NET CASH TRANSFERS	ACTUAL EXPENDITURES	ESTIMATED ENDING CASH BALANCE	ADJUSTMENT	CASH FUND SUMMARY REPORT
11	GENERAL OPERATING FUND	7,023,042.38	7,005,239.94	0.00	2,949,254.65	(2,949,254.65)	5,055,808.39	6,023,219.28	75,874.71	6,099,093.99
12	INTERNAL SERVICE FUND	325,853.00	153,906.41	1,371,623.82	0.00	1,371,623.82	1,581,528.04	269,855.19	90,849.86	360,705.05
15	CORRECTIONS-CITY EXP	5,440.91	58,253.00	24,241.98	2,059.50	22,182.48	75,576.78	10,299.61	5,253.30	15,552.91
16	LODGER'S TAX-PROMOTIONAL	130,531.24	90,377.31	0.00	2,742.48	(2,742.48)	68,577.70	149,588.37	5.60	149,593.97
17	POLICE COURT BOND	8,043.00	0.00	0.00	0.00	0.00	0.00	8,043.00	2,375.00	10,418.00
19	COURT AUTOMATION FUND	85,987.82	29,881.86	0.00	12,124.50	(12,124.50)	53,933.70	49,811.48	323.61	50,135.09
20	LODGER'S TAX-CITY SHARE	164,205.30	223,813.98	0.00	17,120.50	(17,120.50)	171,886.55	199,012.23	9,318.69	208,330.92
21	D.A.R.E. DONATIONS FUND	21,316.12	994.06	0.00	0.00	0.00	9,295.95	13,014.23	2,022.43	15,036.66
22	DESIGNATED GIFT FUND	35,120.73	650.37	0.00	0.00	0.00	794.49	34,976.61	326.49	35,303.10
24	GRANT - CAPITAL IMPROVEMENT	49,396.55	3,473.22	0.00	0.00	0.00	0.00	52,869.77	0.00	52,869.77
27	MUNICIPAL COURT	37,566.82	2,650.00	212,884.50	3,056.46	209,828.04	204,407.20	45,639.66	787.16	46,426.82
28	POLICE CONTINGENCY	51,112.20	153.18	0.00	0.00	0.00	9,212.24	42,053.14	780.80	42,833.94
31	CEMETERY - PERPETUAL CARE	718,942.24	7,525.60	0.00	0.00	0.00	0.00	726,467.84	0.00	726,467.84
32	COMMUNITY SERVICES	498,788.30	228,306.73	1,534,542.48	263,238.96	1,271,303.52	1,622,775.95	375,622.60	(5,951.57)	369,671.03
33	FIRE PROTECTION	206,766.17	600,392.49	0.00	0.00	0.00	125,545.52	681,613.14	3,452.05	685,065.19
36	LAW ENFORCEMENT FUND	(8,585.55)	109,017.97	0.00	0.00	0.00	70,225.02	30,207.40	96.65	30,304.05
37	STATE HIGHWAY FUND	65,623.69	23,465.45	0.00	767.52	(767.52)	7,015.90	81,305.72	(250.00)	81,055.72
38	TRAFFIC SAFETY FUND	66,821.23	15,318.48	0.00	0.00	0.00	25,377.36	56,762.35	0.00	56,762.35
39	STATE JUDICIAL	3,957.32	31,261.51	0.00	0.00	0.00	30,105.00	5,113.83	0.00	5,113.83
40	AIRPORT IMPROVEMENT PROJECT	37,054.06	74.56	0.00	0.00	0.00	113,548.00	(76,419.38)	0.00	(76,419.38)
42	1984 GROSS RECEIPTS TAX	1,847,536.37	720,589.63	0.00	97,999.58	(97,999.58)	0.00	2,470,126.42	0.00	2,470,126.42
44	TRANSPORTATION FUND	1,360,600.74	528,566.70	0.00	96,469.06	(96,469.06)	680,870.80	1,111,827.58	3,072.33	1,114,899.91
48	NEW MEXICO C.D.B.G.	(9,178.43)	41,999.06	5,066.24	0.00	5,066.24	37,886.87	0.00	0.00	0.00
49	1986 GROSS RECEIPTS TAX	7,166,069.56	742,151.59	0.00	58,650.14	(58,650.14)	91,738.35	7,757,832.66	0.00	7,757,832.66
50	PROPERTY ACQUISITION	124,452.19	11,511.27	0.00	0.00	0.00	4,591.94	131,371.52	768.19	132,139.71
53	GENERAL OBLIGATION	603,174.04	218,755.66	0.00	0.00	0.00	579,541.28	242,388.42	0.00	242,388.42
54	REVERSE OSMOSIS PROJECT RSV	520,607.00	1,172.15	0.00	0.00	0.00	16,263.46	505,515.69	0.00	505,515.69
56	99 GRT FLOOD CONTROL	912,922.76	3,675.45	0.00	0.00	0.00	15,843.24	900,754.97	0.00	900,754.97
59	GRT P & I	7,696.28	2.20	489,680.55	0.00	489,680.55	489,682.91	7,696.12	0.00	7,696.12
61	GRT INFRASTRUCTURE .0625%	185,756.33	178,878.93	0.00	100,000.02	(100,000.02)	0.00	264,635.24	0.00	264,635.24
63	COMMUNITY DEVELOPMENT	233,487.48	52,469.45	100,000.02	14,256.54	85,743.48	158,450.74	213,249.67	1,948.10	215,197.77
65	BUILDING CODES	1,902.58	9,239.54	66,779.29	6,606.48	60,172.81	66,429.75	4,885.18	1,502.86	6,388.04
69	1994 GROSS RECEIPTS	938,015.82	716,864.19	0.00	145,486.95	(145,486.95)	0.00	1,509,392.86	0.00	1,509,392.86
71	ALAMO SENIOR CENTER	142,491.93	352,005.69	253,150.02	56,262.54	196,887.48	475,345.98	216,039.12	8,242.03	224,281.15
74	ALAMO SENIOR CENTER GIFT	78,621.62	14,586.53	0.00	337.02	(337.02)	2,249.40	88,621.73	491.66	89,113.39
75	RETIRED & SENIOR VOL. PROGRAM	730.57	92,156.76	27,726.48	8,134.44	19,592.04	118,629.51	(6,150.14)	2,076.71	(4,073.43)
81	WATER/SEWER OPERATING	9,763,600.35	4,829,553.90	98,413.00	518,383.12	(419,970.12)	2,939,889.43	11,233,294.70	139,948.15	11,373,242.85
82	98 JT WATER/SEWER BOND P&I	1,572,685.01	3,704.67	354,652.69	0.00	354,652.69	357,945.11	1,573,097.26	0.00	1,573,097.26
86	SOLID WASTE COLLECTION SYS.	118,055.58	994,108.88	0.00	116,866.02	(116,866.02)	929,125.50	84,172.92	7,082.07	71,254.99
88	BONITO CAMPGROUND	592,309.41	11,861.27	0.00	0.00	0.00	245,136.25	359,034.43	200.48	359,234.91
89	ESGRT .0625%	1,408,340.48	184,015.64	0.00	0.00	0.00	6,905.55	1,585,450.57	0.00	1,585,450.57
90	GOLF COURSE	160,800.77	597,964.27	71,917.02	39,054.94	32,862.08	691,997.58	99,629.54	5,905.03	105,534.57
91	AIRPORT	270,668.89	49,859.80	0.00	24,773.94	(24,773.94)	97,580.02	198,474.73	28,642.58	227,117.31
94	OTERO/LINCOLN REGIONAL LANDF	3,076,410.27	609,214.91	0.00	1,720.00	(1,720.00)	356,641.18	3,327,264.00	(33,494.41)	3,293,769.59
96	SELF-INSURED FUND	651,925.05	27,059.62	0.00	0.00	0.00	15,570.98	663,413.69	0.00	663,413.69

98	PAYROLL CLEARING	23,286.88	0.00	0.00	0.00	0.00	0.00	23,286.88	178,001.11	201,287.99
103	2000 FIRE SERVICES BOND	7,589.24	0.00	0.00	0.00	0.00	0.00	7,589.24	0.00	7,589.24
104	UTILITY DEPOSITS	647,017.19	0.00	0.00	0.00	0.00	0.00	647,017.19	(2,225.53)	644,791.66
105	ECONOMIC DEVELOPMENT	4,005,111.89	523,892.77	0.00	0.00	0.00	319.14	4,528,685.32	(72,178.60)	4,456,506.72
107	SELF INSURED/LIABILITY	412,275.47	1,227.33	172,000.00	0.00	172,000.00	64,359.19	521,143.61	0.00	521,143.61
108	2002 GRT BOND ACQ (94 GRT REFU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
109	2004 CAPITAL OUTLAY GRT	5,137,379.92	1,444,722.52	0.00	250,403.40	(250,403.40)	287,518.27	6,044,180.77	2,094.54	6,046,275.31
113	SEWER PLANT	1,051,375.26	16,743.26	3,090.67	0.00	3,090.67	233,866.37	837,342.82	0.00	837,342.82
114	SIDE WALK REVOLVING LOANS	128,958.94	405.79	0.00	0.00	0.00	0.00	129,364.73	0.00	129,364.73
115	CORP ESCROW ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
116	REGIONAL WATER SUPPLY TRANS	293,485.06	49,051.78	0.00	0.00	0.00	416,962.51	(74,425.67)	(321,004.11)	(395,429.78)
117	2011 JT W/S REF/IMP REVBD	708,267.39	2,843.17	0.00	0.00	0.00	0.00	709,110.56	0.00	709,110.56
118	11 NMFA ST GRT STREET #15	6,783,251.61	27,103.61	0.00	0.00	0.00	608,201.03	6,202,154.19	18,245.84	6,220,400.03
119	2012 GRT REF/IMP BOND	2,835,062.01	9,982.41	0.00	0.00	0.00	298,623.46	2,346,420.96	16,800.99	2,363,221.95
901	HOUSING LOW RENT OPERATING	1,148,105.71	429,854.05	0.00	0.00	0.00	489,618.23	1,088,341.53	(7,831.05)	1,080,510.48
903	HOUSING HOMEOWNERSHIP OPR	703,632.28	1,559.25	0.00	0.00	0.00	10,037.83	695,153.70	2,163.60	697,317.30
904	HOUSING CAPITAL FUND PRJ	0.53	388,086.95	0.00	0.00	0.00	69,855.65	318,231.83	(318,231.30)	0.53
TOTALS FY2014		64,935,767.14	22,472,196.77	4,785,768.76	4,785,768.76	0.00	20,083,291.30	67,324,672.61	(152,513.95)	67,172,158.66

CROSSWALK BETWEEN DFA FUNDS AND COA FUNDS

DFA FUND AND NAME		CITY OF ALAMOGORDO FUND AND NAME	
101	General Fund	11	GENERAL OPERATING FUND
		98	PAYROLL CLEARING
200	Special Funds		
201	Correction	15	CORRECTIONS-CITY EXP
		19	COURT AUTOMATION FUND
		27	MUNICIPAL COURT
202	Environmental GRT	89	ESGRT .0625%
209	Fire Protection	33	FIRE PROTECTION
211	LEPF	21	D.A.R.E. DONATIONS FUND
		28	POLICE CONTINGENCY
		36	LAW ENFORCEMENT FUND
		38	TRAFFIC SAFETY FUND
214	Lodger's Tax	16	LODGER'S TAX-PROMOTIONAL
		20	LODGER'S TAX-CITY SHARE
216	Municipal Street	37	STATE HIGHWAY FUND
		42	1984 GROSS RECEIPTS TAX
		44	TRANSPORTATION FUND
217	Recreation	32	COMMUNITY SERVICES
219	Senior Citizens	71	ALAMO SENIOR CENTER
		75	RETIRED & SENIOR VOL. PROGRAM
299	Other	63	COMMUNITY DEVELOPMENT
		65	BUILDING CODES
		69	1994 GROSS RECEIPTS
		96	SELF-INSURED FUND
		107	SELF INSURED/LIABILITY
300	Capital Projects		
300	Capital Projects	24	GRANT - CAPITAL IMPROVEMENT
		40	AIRPORT IMPROVEMENT PROJECTS
		48	NEW MEXICO C.D.B.G.
		49	1986 GROSS RECEIPTS TAX
		50	PROPERTY ACQUISITION
		54	REVERSE OSMOSIS PROJECT RSV
		56	99 GRT FLOOD CONTROL
		61	GRT INFRASTRUCTURE .0625%
		103	2000 FIRE SERVICES BOND

CROSSWALK BETWEEN DFA FUNDS AND COA FUNDS

DFA FUND AND NAME		CITY OF ALAMOGORDO FUND AND NAME	
		105	ECONOMIC DEVELOPMENT
		108	2002 GRT BOND ACQ (94 GRT REFUNDING)
		109	2004 CAPITAL OUTLAY GRT
		113	SEWER PLANT
		114	SIDE WALK REVOLVING LOANS
		116	REGIONAL WATER SUPPLY TRANS
		117	2011 JT W/S REF/IMP REVBD
		118	11 NMFA ST GRT STREET #15
		119	2012 GRT REF/IMP BOND
		904	HOUSING CAPITAL FUND PRJ
400	Debt Service		
401	GO Bonds	53	GENERAL OBLIGATION
402	Revenue Bonds	59	GRT P & I
		82	98 JT WATER/SEWER BOND P&I
403	Debt Service Other	59	GRT P & I
		82	98 JT WATER/SEWER BOND P&I
500	Enterprise		
500	Enterprise		
	Water Fund	81	WATER/SEWER OPERATING
	Solid Waste	86	SOLID WASTE COLLECTION SYS.
	Airport	91	AIRPORT
	Housing	901	HOUSING LOW RENT OPERATING
		903	HOUSING HOMEOWNERSHIP OPR
	Other Enterprise	88	BONITO
		90	GOLF COURSE
600	Internal Service		
600	Internal Service	12	INTERNAL SERVICE FUND
700	Trust & Agency		
700	Trust & Agency	17	POLICE COURT BOND
		22	DESIGNATED GIFT FUND
		31	CEMETERY - PERPETUAL CARE
		39	STATE JUDICIAL
		74	ALAMO SENIOR CENTER GIFT
		94	LANDFILL OPERATING
		104	UTILITY DEPOSITS
		115	CORP ESCROW ACCOUNT
**	Fund 98 was included with DFA Fund 700 in FY13, and changed to DFA Fund 101 in FY14		

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 30, 2014 **Report No:** 6

Submitted By: Reneé Cantin
City Clerk **Approved For Agenda:** 

Subject: Approve Resolution No. 2014-08 designating the City Clerk as the Custodian of Records and including the method of destruction as incineration.

Recommendation: Approve the Resolution. **[Roll call vote required]**

Background: Each municipality is required to designate a Custodian of Records, and the person responsible for this is generally the City Clerk. The City Clerk has been the Custodian of Records but it was never officially designated by Resolution and we need to make sure this is on file for future reference.

The process to get approval to proceed with destruction includes submitting the list to the City Attorney to make sure there are no open legal cases that should be kept, and then to the NM State Records Center & Archives (SRCA) for approval to proceed. Some other Clerk's I have contacted also take their list to their Governing Body for approval, and we have not done this in the past. We have one of the most structured Records programs in the state and feel this added step to wait for Commission Approval prior to destruction is not necessary. We would like to continue with our process by not beginning to get commission approval to destroy at this time.

For at least the last 16 years, the City of Alamogordo has used incineration as our method of destruction. During our recent submission to the NM State Records Center & Archives for the approval of the destruction list for 2013 records, they notified us that incineration is not an approved method of destruction according to state statutes. It was indicated by the Director, if we, as a home ruled municipality, designate our method of destruction by Resolution, then we can continue with the incineration. If we do not pass this method of destruction it could potentially cost the city thousands of dollars to destroy our records. The incineration costs only staff time and the cost to use the incinerator, which is minimal. We currently have 267 cu. ft. of 2013 Records that have been approved by SCRA and need to be destroyed and close to 300 boxes for 2014.

Staff recommends approval of the Resolution official designating the City Clerk and to proceed with our current destruction method.

Reviewed By:

City Attorney  City Clerk  Community Development _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Personnel _____ Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager _____

RESOLUTION NO. 2014-08

**DESIGNATING THE CITY CLERK AS THE CUSTODIAN OF RECORDS AND
DESIGNATING THE METHOD OF DESTRUCTION OF RECORDS AS
INCINERATION.**

WHEREAS, the destruction of obsolete records is necessary for efficient records maintenance by the City of Alamogordo; and

WHEREAS, in the interest of sound records management principles, the Municipal Clerk has established procedures for the retention and disposition of municipal records; and

WHEREAS, the New Mexico Commission on Public Records (New Mexico State Records Center and Archives) has developed and issued records retention and disposition schedules for municipal records; and

WHEREAS, the City of Alamogordo desires to use incineration as the approved method of destruction of records once they have been approved by the City Attorney, and New Mexico State Records Center & Archives for destruction; and

NOW, THEREFORE, BE IT RESOLVED: That the Municipal Clerk is designated as the Custodian of Records and the Clerk or her designee, is hereby authorized and directed to maintain the program for the municipality and to apply the retention period assigned by said records retention and disposition schedules to all records and files of the Municipality.

BE IT FURTHER RESOLVED: That the official method for destruction of records will be designated as incineration and the City Clerk is authorized to proceed with incineration of approved records.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2014.

CITY OF ALAMOGORDO, NEW MEXICO
a New Mexico municipal corporation

By: _____
Robert Rentschler, Mayor

ATTEST:

Reneé L. Cantin, City Clerk

APPROVED AS TO FORM:

Stephen P. Thies, City Attorney

TITLE 1 **GENERAL GOVERNMENT ADMINISTRATION**
CHAPTER 13 **PUBLIC RECORDS**
PART 30 **DESTRUCTION OF PUBLIC RECORDS AND NON-RECORDS**

1.13.30.1 **ISSUING AGENCY:** State Commission of Public Records - State Records Center and Archives.
 [1.13.30.1 NMAC - Rp, 1.13.30.1 NMAC, 06/01/2006]

1.13.30.2 **SCOPE:** All state agencies.
 [1.13.30.2 NMAC - Rp, 1.13.30.2 NMAC, 06/01/2006]

1.13.30.3 **STATUTORY AUTHORITY:** Section 14-3-6 NMSA 1978 provides the state records administrator the authority to establish records and information management programs for the application of efficient and economical management methods for the creation, utilization, maintenance, retention, preservation and disposal of public records.
 [1.13.30.3 NMAC - Rp, 1.13.30.3 NMAC, 06/01/2006]

1.13.30.4 **DURATION:** Permanent.
 [1.13.30.4 NMAC - Rp, 1.13.30.4 NMAC, 06/01/2006]

1.13.30.5 **EFFECTIVE DATE:** June 01, 2006 unless a later date is cited at the end of a section.
 [1.13.30.5 NMAC - Rp, 1.13.30.5 NMAC, 06/01/2006]

1.13.30.6 **OBJECTIVE:** To establish requirements for the proper and orderly destruction of public records created by state agencies.
 [1.13.30.6 NMAC - Rp, 1.13.30.6 NMAC, 06/01/2006]

1.13.30.7 **DEFINITIONS:**

A. **"Agency"** means any state agency, department, bureau, board, commission, institution or other organization of the state government, the territorial government and the Spanish and Mexican governments in New Mexico (Section 14-3-2 NMSA 1978).

B. **"Archives"** means the New Mexico state archives the entity responsible for selecting, preserving and making available permanent records.

C. **"Computer"** means an electronic device designed to accept data (input), perform prescribed mathematical and logical operations at high speed (processing) and supply the results of these operations (output). This includes, but is not limited to, mainframe computers, minicomputers and microcomputers, personal computers, portable computers, pocket computers, tablet computers, telephones capable of storing information, PDAs and other devices.

D. **"Confidential"** means information provided to, created by or maintained by a government agency and that is exempt from release under state or federal laws, because disclosure would cause substantial harm or constitute an invasion of privacy or is otherwise prohibited by law.

E. **"Custodial agency"** means the agency responsible for the maintenance, care or keeping of public records, regardless of whether the records are in that agency's actual physical custody and control.

F. **"Custody"** means the guardianship of records, archives and manuscripts, which may include both physical possession (protective responsibility) and legal title (legal responsibility).

G. **"Degaussing"** means the process of removing magnetism from magnetically recorded tape thereby rendering most of the information non-reconstructable.

H. **"Destruction"** means the disposal of records of no further value by shredding, burial, pulping, electronic overwrite or some other process, resulting in the obliteration of information contained on the record.

I. **"Disposition"** means the final action that puts into effect the results of an appraisal decision for a record series (e.g., transfer to archives or destruction).

J. **"Electronic public record"** means any information that is recorded in a form that only an electronic device can process and that satisfies the definition of a public record in Subsection G of Section 14-3-2 NMSA 1978.

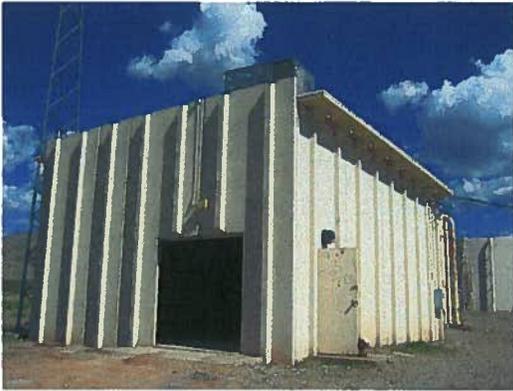
K. **"Non-records or non-essential records"** means extra copies of documents kept solely for convenience of reference, stocks of publications, records not usually included within the scope of the official records of an agency or government entity and library material intended only for reference or exhibition. The following specific types of materials are non-records: materials neither made nor received in pursuance of statutory requirements nor in connection with the functional responsibility of the officer or agency; extra copies of correspondence; preliminary drafts; blank forms, transmittal letters or forms that do not add information; sample letters; and reading files or informational files.

on NM Commission of Public Records
State Records Center & Archives

What are the approved methods of destruction?

- Witnessed incineration.
- Witnessed dump site burial.
- Recycling through bonded recycler that will provide certificate of destruction.
- Witnessed shredding.
- When there are no issues of security, it is appropriate to place non-records in trash bins or waste paper baskets.

See in [1.13.30 NMAC, Destruction of Public Records](#) .



4.1 Wells Fargo	\$ 15,276,927.91	26.1078%
4.2 Local Banks	\$ 6,287,463.85	10.7451%
Total	<u>\$ 58,514,722.52</u>	<u>100.0000%</u>

We noted that approximately 61.5 percent of our discretionary investments mature within the next three years and the average days to maturity is 1025 days (or approximately 2.9 years). Based upon analytical review of the discretionary investment performance, we have taken and will continue to employ a more proactive approach to the allocation of our discretionary investments, as our discretionary investments mature.

Background:

The Finance Department mission statement includes the effective and efficient management of the City's financial resources. Our investment policy was adopted in ordinance form. Specifically, our Investment Policy (Article 30-03) requires the investment officer to prepare a quarterly report on the status of the consolidated investments including: 1) fund performance for the quarter; and 2) a breakdown by type of investments. The primary objective of the investment program, given our investment policy declarations and allowed investment instruments, is to obtain the highest possible yield commensurate with allowable risks in the context of portfolio diversification, market price losses, liquidity, restraints, as well as, other factors in designing the portfolio. Decisions regarding asset allocation, maturity, specific instruments within a given market cycle, and the investment horizon are operational decisions.

Accordingly, Finance Department cash budget systems, investment advisors, administrative systems, and system of internal controls are fundamental components in the efficient and effective management of our consolidated investments.

Reviewed By:

City Attorney _____ City Clerk _____ Community Development _____ Community Services _____
 Finance _____ Housing Authority _____ Planning _____ Personnel _____ Public Safety _____
 Public Works _____ Purchasing _____ Assistant City Manager _____

CITY OF ALAMOGORDO INVESTMENT REPORT

12/31/13

ID #	ORIGINAL FACE	CURRENT FACE	BOOK PRICE	BOOK VALUE	MARKET PRICE	MARKET VALUE	Date Of Maturity	Purchased Through	Date Of Purchase	FY 13 - 14 Y-T-D Earnings
US TREASURY NOTES/AGENCY BONDS										
Wells Fargo (Albq NM Mun Sch Dist Mun Bond)	375,968	356,332		356,332		355,350	8/1/2016	Wells Fargo	06/13/12	1,203
Wells Fargo (Bernalillo NM Muni Sch Dist #1)	518,895	515,668		515,668		507,350	8/1/2019	Wells Fargo	06/15/12	3,666
Wells Fargo (Santa Fe TX Wtr Impt Rev Ser)	336,322	329,821		329,821		310,277	6/1/2022	Wells Fargo	06/15/12	3,776
Wells Fargo (New Mexico St Severance Tax)	910,120	869,570		869,570		856,400	7/1/2015	Wells Fargo	06/21/12	2,011
Wells Fargo (Gadsden NM Indep Sch Dist #16 Ref-Ser)	573,900	556,680		556,680		550,335	8/15/2017	Wells Fargo	06/21/12	2,783
Wells Fargo (N Mexico Dona Ana Brh Cmnty College C)	116,857	115,063		115,063		106,615	8/1/2022	Wells Fargo	08/13/12	72
Wells Fargo (San Juan Crnty N Mex Cent Consindpt S/)	273,275	267,064		267,064		265,540	8/1/2016	Wells Fargo	08/21/12	805
Wells Fargo (Carlsbad NM Jt Wtr & Swr)	175,616	170,456		170,456		170,381	6/1/2015	Wells Fargo	09/04/12	533
Wells Fargo (Central N Mexico Cmnty Coll GO Series :	148,378	145,762		145,762		142,259	8/15/2019	Wells Fargo	09/07/12	942
Wells Fargo (New Mexico St Hosp Equip Rev Ser 2008	129,162	124,324		124,324		121,372	8/1/2016	Wells Fargo	09/10/12	552
Wells Fargo (Los Alamos NM Public Sch Dist Ref)	260,938	257,355		257,355		256,383	8/1/2015	Wells Fargo	09/27/12	567
Wells Fargo (Alamogordo NM S/D #1)	357,452	353,748		353,748		352,566	8/1/2014	Wells Fargo	10/10/12	566
Wells Fargo (Bernalillo NM Muni Sch Dist #1)	523,195	511,791		511,791		507,550	8/1/2014	Wells Fargo	10/31/12	1,024
Wells Fargo (University N Mex Gallup Branch Cmnty C	157,202	156,338		156,338		150,897	10/15/2020	Wells Fargo	11/21/12	1,837
Wells Fargo (Centrl New Mexico Cmnty Cig UND - E6)	103,383	102,046		102,046		101,365	8/15/2014	Wells Fargo	01/18/13	171
Wells Fargo (Dona Ana Branch Cmnty Cig NM LTD Ta	520,425	512,153		512,153		507,400	8/1/2014	Wells Fargo	01/18/13	825
Wells Fargo (Los Lunas N Mexico S/D #1 G.O. SER201	210,080	209,104		209,104		206,152	7/15/2018	Wells Fargo	01/24/13	924
Wells Fargo (Albuquerque NM Ser A Gen Purp/Pub Im	563,120	555,825		555,825		543,720	7/1/2017	Wells Fargo	01/30/13	45
Wells Fargo (Fannie Mae)	1,000,000	1,000,000		1,000,000		981,443	1/30/2018	Wells Fargo	01/30/13	3,500
Wells Fargo (Fed Home Loan Bk Bond)	1,000,000	1,000,000		1,000,000		964,055	7/25/2018	Wells Fargo	02/08/13	5,335
Wells Fargo (Fannie Mae Unsecrednt Call)	500,000	500,000		500,000		482,578	1/15/2019	Wells Fargo	02/15/13	2,083
Wells Fargo (Fannie Mae)	500,000	500,000		500,000		494,023	2/20/2018	Wells Fargo	02/20/13	1,875
Wells Fargo (Fannie Mae Unsecrednt Call)	500,000	500,000		500,000		491,213	2/21/2018	Wells Fargo	02/21/13	1,750
Wells Fargo (Fannie Mae Unsecrednt Call)	500,000	500,000		500,000		481,996	1/30/2019	Wells Fargo	02/22/13	2,743
Wells Fargo (Rio Rancho NM Wtr & Wstwr Sys Rev R)	118,170	116,719		116,719		108,028	5/15/2022	Wells Fargo	03/12/13	1,509
Wells Fargo (San Juan County NM Junior College Dist	57,575	56,802		56,802		55,470	8/15/2017	Wells Fargo	03/25/13	200
Wells Fargo (New Mexico Fin Auth Rev Rev Series 20K	135,960	133,312		133,312		130,769	6/1/2019	Wells Fargo	03/25/13	1,172
Wells Fargo (Rio Rancho N Mex Pub Sch Distno 94 Ult	108,638	107,676		107,676		103,271	8/1/2019	Wells Fargo	03/25/13	368
Wells Fargo (NMFA Rev Series 2011 C)	609,840	596,604		596,604		584,525	6/1/2019	Wells Fargo	04/04/13	3,514
Wells Fargo (New Mexico St Ult G.O. Series 2013)	311,961	311,066		311,066		301,011	3/1/2019	Wells Fargo	04/23/13	1,238
Wells Fargo (New Mexico St Ult G.O. Series 2013)	520,575	519,035		519,035		512,533	3/1/2019	Wells Fargo	04/23/13	2,016
Wells Fargo (Federal Farm Credit Banks Funding Cor)	150,000	150,000		150,000		144,479	10/2/2018	Wells Fargo	04/23/13	828
Wells Fargo (Federal Farm Credit Bank)	500,000	0		0		0	2/22/2019	Wells Fargo	08/26/13	2,747
Wells Fargo (Fannie Mae Unsecrednt)	523,425	523,476		523,476		521,996	11/21/2018	Wells Fargo	09/13/13	2,034
Wells Fargo (Federal Home Loan Bank)	999,500	999,500		999,500		987,342	12/27/2018	Wells Fargo	12/27/13	0
RBC (FNMA Partn Cert)	65,273	0		0		0	8/1/2013	RBC	08/26/09	(4)
RBC (FNMA Partn Cert)	72,867	0		0		0	7/1/2013	RBC	08/31/09	39
RBC (FNMA)	102,860	93,930		93,930		94,146	1/1/2014	RBC	11/13/09	1,295
RBC (FNMA)	101,958	(0)		(0)		0	9/1/2013	RBC	11/17/09	(116)
RBC (FNMA)	21,233	19,211		19,211		19,396	10/1/2014	RBC	11/25/09	456
RBC (FNMA)	35,920	0		0		0	8/1/2013	RBC	12/08/09	4
RBC (FNMA)	196,132	0		0		0	8/1/2013	RBC	12/22/09	(109)
RBC (FNMA)	51,332	0		0		0	8/1/2013	RBC	01/15/10	245
RBC (FHLMC MTN)	838,928	785,262		785,262		783,359	1/15/2015	RBC	07/29/11	4,161
RBC (FNMA MTN)	842,895	791,287		791,287		802,875	10/15/2015	RBC	07/29/11	3,489
RBC (FHLB Gtd. Remic)	428,887	263,918		263,918		263,531	3/14/2014	RBC	09/01/11	1,291
RBC (FNMA MTN)	199,542	0		0		0	11/27/2013	RBC	11/01/11	483
RBC (FHLMC MLTCL MTG)	249,993	249,998		249,998		251,348	12/19/2014	RBC	11/17/11	939
RBC (FHLMC MTN)	149,591	149,878		149,878		150,647	12/29/2014	RBC	12/16/11	1,084

ID #	ORIGINAL FACE	CURRENT FACE	BOOK PRICE	BOOK VALUE	MARKET PRICE	MARKET VALUE	Date Of Maturity	Purchased Through	Date Of Purchase	FY 13 - 14 Y-T-D Earnings
RBC (FFCB DEB)	525,759	0		0		0	8/22/2013	RBC	01/27/12	119
RBC (US TREASURY NT)	100,063	100,016		100,016		100,016	1/13/2014	RBC	02/02/12	110
RBC (FNMA)	51,020	48,205		48,205		48,244	8/1/2015	RBC	03/09/12	308
RBC (FNMA MTN)	500,195	500,068		500,068		501,842	10/30/2014	RBC	03/16/12	1,519
RBC (FHLB DEB)	499,655	0		0		0	11/27/2013	RBC	03/19/12	1,038
RBC (FHLMC MTN)	501,675	0		0		0	12/23/2013	RBC	03/19/12	1,107
RBC (FNMA MTN)	507,934	502,003		502,003		500,855	2/27/2014	RBC	03/19/12	1,078
RBC (FNMA MTN)	501,115	0		0		0	8/9/2013	RBC	03/19/12	897
RBC (FHLMC MTN)	503,970	0		0		0	10/28/2013	RBC	03/19/12	972
RBC (FHLMC MTN)	509,136	0		0		0	2/25/2014	RBC	03/19/12	1,055
RBC (FNMA MTN)	504,743	0		0		0	9/23/2013	RBC	03/19/12	999
RBC (FNMA MTN)	503,052	0		0		0	12/18/2013	RBC	03/19/12	1,062
RBC (FNMA MTN)	506,446	0		0		0	8/20/2013	RBC	03/19/12	989
RBC (US TREASURY NT)	356,659	351,247		351,247		351,135	4/15/2014	RBC	04/20/12	225
RBC (FNMA)	25,262	25,168		25,168		25,408	4/1/2017	RBC	04/23/12	190
RBC (FNMA DEB)	149,507	149,697		149,697		150,359	7/2/2015	RBC	05/21/12	453
RBC (FHLB DEB)	249,920	249,953		249,953		250,315	11/20/2015	RBC	08/23/12	639
RBC (FNMA MTN)	507,456	501,990		501,990		502,424	6/27/2014	RBC	08/30/12	756
RBC (FHLMC MTN)	504,515	501,816		501,816		502,644	11/25/2014	RBC	08/30/12	694
RBC (FNMA)	531,973	0		0		0	3/1/2015	RBC	09/14/12	(2,044)
RBC (FNMA)	63,686	19,915		19,915		18,725	3/1/2015	RBC	09/20/12	332
RBC (FNMA GTD. REMIC)	479,738	464,741		464,741		459,039	8/25/2017	RBC	09/28/12	2,988
RBC (FANNIEMAE ACES)	176,748	176,260		176,260		174,149	2/25/2017	RBC	10/30/12	774
RBC (FNMA MTN)	1,231,387	1,193,479		1,193,479		1,181,498	3/15/2016	RBC	12/18/12	2,704
RBC (US TREASURY NT)	995,121	996,218		996,218		975,000	11/30/2017	RBC	12/21/12	3,787
RBC (US TREASURY NT)	996,449	997,769		997,769		997,773	12/15/2015	RBC	12/21/12	1,948
RBC (FHLMC MLTCL MTG)	351,322	262,901		262,901		261,626	7/15/2014	RBC	12/27/12	7,929
RBC (FHLB DEB)	723,628	599,875		599,875		582,801	9/15/2017	RBC	12/27/12	10,070
RBC (US TREASURY NT)	750,266	750,077		750,077		750,440	5/31/2014	RBC	12/28/12	828
RBC (FNMA #468957)	313,875	310,111		310,111		309,232	9/1/2016	RBC	01/07/13	1,462
RBC (US TREASURY NT)	1,200,426	1,200,118		1,200,118		1,200,937	6/30/2014	RBC	01/07/13	2,634
RBC (FNMA #469817)	179,710	174,645		174,645		173,924	12/1/2016	RBC	01/08/13	879
RBC (FNMA #469673)	260,527	257,886		257,886		256,417	12/1/2016	RBC	01/11/13	1,282
RBC (FNMA #AM0254)	481,012	479,729		479,729		477,511	8/1/2017	RBC	01/15/13	2,546
RBC (FNMA #466534)	310,781	307,089		307,089		305,877	11/1/2015	RBC	01/22/13	1,164
RBC (FNMA GTD. REMIC)	252,500	248,201		248,201		247,083	11/25/2016	RBC	01/30/13	1,117
TOTAL GOVERNMENT AGENCIES		27,345,955		27,345,955	0	27,027,214				123,078
STATE INVESTMENT POOL										
STATE OVERNIGHT POOL - COA	0	0		0		0	Open	State of NM		-
STATE OVERNIGHT POOL - PHA	706,719	706,719		706,719		706,719	Open	State of NM		384
TOTAL STATE INVESTMENT POOL	706,719	706,719		706,719		706,719				384
CERTIFICATE OF DEPOSITS										
First National Bank (CD#78823227)	500,000	500,000		500,000		500,000	2/7/2014	First National	02/07/11	3,151
Western Bank (CD#81186796)	250,000	252,326		252,326		252,326	2/6/2018	Western Bank	02/06/13	1,570
Western Bank (CD# 81186879)	250,000	252,343		252,343		252,343	3/11/2018	Western Bank	03/11/13	1,562
Western Bank (CD# 81186944)	750,000	756,801		756,801		756,801	3/22/2018	Western Bank	03/22/13	4,533
First Savings Bank (CD#13312297)	250,000	252,326		252,326		252,326	2/7/2018	First Savings	02/07/13	1,561
First Savings Bank (CD# 13401520)	1,000,000	1,007,553		1,007,553		1,007,553	3/12/2018	First Savings	03/12/13	5,005

ID #	ORIGINAL FACE	CURRENT FACE	BOOK PRICE	BOOK VALUE	MARKET PRICE	MARKET VALUE	Date Of Maturity	Purchased Through	Date Of Purchase	FY 13 - 14 Y-T-D Earnings
Bank '34 (CD#0101004984)	250,000	250,000		250,000		250,000	2/8/2018	Bank '34	02/08/13	1,878
First American Bank (CD#603372627)	250,000	250,000		250,000		250,000	2/12/2018	First American	02/12/13	0
First American Bank (CD# 603372628)	1,000,000	1,000,000		1,000,000		1,000,000	3/22/2018	First American	03/22/13	0
Pioneer Bank (CD#30100640)	250,000	252,192		252,192		252,192	2/12/2018	Pioneer Bank	02/12/13	1,267
Bank of the West (CD#029771907)	250,000	251,820		251,820		251,820	3/20/2018	Bank of the W	03/20/13	1,140
Washington Federal (CD# 172-200282-9)	250,000	252,969		252,969		252,969	3/22/2018	Washington F	03/27/13	1,955
Washington Federal (CD# 172-200283-7)	1,000,000	1,009,134		1,009,134		1,009,134	4/9/2018	Washington F	04/09/13	6,303
Wells Fargo ST Inv (CD#2306210390)	1,300,256	0		0		0	7/13/2013	Wells Fargo S	04/14/13	269
Wells Fargo ST Inv (CD#8894479271)	1,204,630	0		0		0	7/27/2013	Wells Fargo S	04/28/13	249
Wells Fargo ST Inv (CD#2306210283)	1,204,907	0		0		0	7/27/2013	Wells Fargo S	05/28/13	220
Wells Fargo ST Inv (CD#2306210408)	1,300,791	0		0		0	9/11/2013	Wells Fargo S	06/13/13	802
Wells Fargo ST Inv (CD#2306210416)	1,300,834	0		0		0	8/12/2013	Wells Fargo S	06/13/13	513
Wells Fargo ST Inv (CD#8894479289)	1,205,165	0		0		0	7/27/2013	Wells Fargo S	06/27/13	238
Wells Fargo ST Inv (CD#2306210390)	1,301,090	0		0		0	9/11/2013	Wells Fargo S	07/13/13	535
Wells Fargo ST Inv (CD#2306210283)	1,205,363	0		0		0	8/26/2013	Wells Fargo S	07/27/13	228
Wells Fargo ST Inv (CD#8894479271)	1,205,402	0		0		0	9/25/2013	Wells Fargo S	07/27/13	495
Wells Fargo ST Inv (CD#8894479289)	1,205,402	0		0		0	10/25/2013	Wells Fargo S	07/27/13	747
Wells Fargo ST Inv (CD#2306210416)	1,301,347	0		0		0	9/11/2013	Wells Fargo S	08/12/13	246
Wells Fargo ST Inv (CD#2306210283)	1,205,591	0		0		0	11/24/2013	Wells Fargo S	08/26/13	714
Wells Fargo ST Inv (CD#2306210390)	1,301,625	0		0		0	10/11/2013	Wells Fargo S	09/11/13	246
Wells Fargo ST Inv (CD#2306210408)	1,301,593	0		0		0	11/10/2013	Wells Fargo S	09/11/13	514
Wells Fargo ST Inv (CD#2306210416)	1,301,593	0		0		0	12/10/2013	Wells Fargo S	09/11/13	803
Wells Fargo ST Inv (CD#8894479271)	1,205,898	0		0		0	10/25/2013	Wells Fargo S	09/25/13	218
Wells Fargo ST Inv (CD#2306210390)	1,301,871	1,302,415		1,302,415		1,302,415	1/9/2014	Wells Fargo S	10/11/13	544
Wells Fargo ST Inv (CD#8894479271)	1,206,116	1,206,620		1,206,620		1,206,620	1/23/2014	Wells Fargo S	10/25/13	504
Wells Fargo ST Inv (CD#8894479289)	1,206,149	0		0		0	12/24/2013	Wells Fargo S	10/25/13	473
Wells Fargo ST Inv (CD#2306210408)	1,302,107	0		0		0	12/10/2013	Wells Fargo S	11/10/13	246
Wells Fargo ST Inv (CD#2306210283)	1,206,304	1,206,523		1,206,523		1,206,523	1/23/2014	Wells Fargo S	11/24/13	218
Wells Fargo ST Inv (CD#2306210408)	1,302,353	1,302,353		1,302,353		1,302,353	3/10/2014	Wells Fargo S	12/10/13	0
Wells Fargo ST Inv (CD#2306210416)	1,302,396	1,302,396		1,302,396		1,302,396	2/8/2014	Wells Fargo S	12/10/13	0
Wells Fargo ST Inv (CD#8894479289)	1,206,622	1,206,622		1,206,622		1,206,622	1/23/2014	Wells Fargo S	12/24/13	0
Wells Fargo (Metlife Bk Natl Assn)	250,000	0		0		0	11/12/2013	Wells Fargo B	11/10/10	1,656
Wells Fargo (Alma Bank)	250,000	0		0		0	11/18/2013	Wells Fargo B	11/18/10	1,048
Wells Fargo (Eaglebank Bethesda MD)	250,000	0		0		0	8/16/2013	Wells Fargo B	02/16/11	1,240
Wells Fargo (Empire Nat'l Bk NY)	250,000	250,000		250,000		250,142	3/28/2014	Wells Fargo B	07/01/11	940
Wells Fargo (Enerbank USA)	250,000	0		0		0	7/8/2013	Wells Fargo B	07/07/11	138
Wells Fargo (Beacon Federal)	250,000	250,000		250,000		250,586	7/14/2014	Wells Fargo B	07/13/11	1,253
Wells Fargo (Cardinal Bank)	250,000	250,000		250,000		250,177	2/11/2014	Wells Fargo B	08/11/11	1,065
Wells Fargo (Prudential B-T Hartford CT)	250,000	250,000		250,000		250,760	2/19/2015	Wells Fargo B	08/19/11	1,253
Wells Fargo (Merrick Bank UT)	250,000	0		0		0	8/30/2013	Wells Fargo B	08/31/11	405
Wells Fargo (Citi Bank)	250,000	0		0		0	9/8/2014	Wells Fargo B	09/08/11	2,096
Wells Fargo (Camden Natl Bank)	250,000	250,000		250,000		258,622	9/15/2017	Wells Fargo B	09/16/11	2,131
Wells Fargo (Farm Bureau Bank)	250,000	0		0		0	9/20/2013	Wells Fargo B	09/22/11	277
Wells Fargo (The City NB of Metropolis)	250,000	250,000		250,000		250,768	4/28/2015	Wells Fargo B	09/28/11	1,253
Wells Fargo (Luana Savings Bank)	250,000	250,000		250,000		257,194	10/5/2016	Wells Fargo B	10/05/11	1,504
Wells Fargo (Bank of China NY)	250,000	0		0		0	11/12/2013	Wells Fargo B	11/09/11	1,281
Wells Fargo (Aily Bank UT)	250,000	250,000		250,000		254,367	11/9/2015	Wells Fargo B	11/09/11	1,953
Wells Fargo (Safra Nat'l Bk NY)	250,000	250,000		250,000		251,776	11/17/2014	Wells Fargo B	11/16/11	1,260
Wells Fargo (GE Capital Financial Int)	250,000	250,000		250,000		255,581	11/16/2016	Wells Fargo B	11/16/11	2,647
Wells Fargo (Discover Bank DE)	250,000	250,000		250,000		252,864	5/16/2017	Wells Fargo B	05/16/12	2,205
Wells Fargo (Goldman Sachs Bank)	250,000	250,000		250,000		252,861	5/16/2017	Wells Fargo B	05/16/12	2,268
Wells Fargo (GE Capital Retail)	250,000	250,000		250,000		252,026	5/18/2017	Wells Fargo B	05/18/12	2,205
Wells Fargo (Peapack Gladstone Bk)	250,000	250,000		250,000		252,724	6/12/2017	Wells Fargo B	06/12/12	1,253

ID #	ORIGINAL FACE	CURRENT FACE	BOOK PRICE	BOOK VALUE	MARKET PRICE	MARKET VALUE	Date Of Maturity	Purchased Through	Date Of Purchase	FY 13 - 14 Y-T-D Earnings
Wells Fargo (Huntington Natl Bk OH)	250,000	0		0		0	12/15/2014	Wells Fargo B	06/15/12	1,142
Wells Fargo (Lone Star Natl Bk TX)	250,000	250,000		250,000		251,474	6/15/2015	Wells Fargo B	06/15/12	627
Wells Fargo (First Natl Bk Omaha NE)	250,000	0		0		0	9/20/2013	Wells Fargo B	06/20/12	315
Wells Fargo (Sovereign Bank)	250,000	250,000		250,000		250,476	6/20/2014	Wells Fargo B	06/20/12	877
Wells Fargo (State Bk of India NY)	250,000	250,000		250,000		253,015	6/22/2017	Wells Fargo B	06/22/12	2,507
Wells Fargo (Bank Holland Mich)	250,000	250,000		250,000		239,448	12/27/2018	Wells Fargo B	06/27/12	1,567
Wells Fargo (Mbank)	250,000	250,000		250,000		251,615	6/26/2016	Wells Fargo B	06/29/12	1,173
Wells Fargo (First Business Bank)	250,000	250,000		250,000		251,501	7/17/2015	Wells Fargo B	07/17/12	806
Wells Fargo (American Express)	250,000	0		0		0	7/20/2015	Wells Fargo B	07/19/12	2,161
Wells Fargo (Flushing SB)	250,000	250,000		250,000		251,563	7/27/2015	Wells Fargo B	07/27/12	940
Wells Fargo (Sallie Mae Bk)	250,000	250,000		250,000		248,892	8/22/2017	Wells Fargo B	08/22/12	2,108
Wells Fargo (World Finl Cap Bk)	250,000	250,000		250,000		240,590	8/26/2019	Wells Fargo B	08/24/12	2,006
Wells Fargo (Citizens St Bk)	250,000	250,000		250,000		250,655	9/22/2014	Wells Fargo B	09/21/12	627
Wells Fargo (Bank Hapoalim NY)	250,000	0		0		0	9/26/2013	Wells Fargo B	09/26/12	1,250
Wells Fargo (Banco Popular North Amer)	125,000	125,000		125,000		124,697	3/7/2016	Wells Fargo B	03/06/13	315
Wells Fargo (Banco Popular North Amer New York)	125,000	125,000		125,000		123,984	3/6/2017	Wells Fargo B	03/06/13	441
Wells Fargo (BMW Bank of NA)	250,000	250,000		250,000		243,645	6/28/2018	Wells Fargo B	06/28/13	1,692
Wells Fargo (American Express)	250,000	250,000		250,000		249,333	8/8/2018	Wells Fargo B	08/08/13	0
Wells Fargo (Citi Bank)	250,000	250,000		250,000		249,252	8/14/2018	Wells Fargo B	08/14/13	0
Wells Fargo (Bank of Baroda)	250,000	250,000		250,000		249,222	10/9/2018	Wells Fargo B	10/08/13	0
Wells Fargo (First Bank of Highland)	250,000	250,000		250,000		248,461	11/27/2018	Wells Fargo B	11/27/13	0
Wells Fargo (Marlin Business Bank)	250,000	250,000		250,000		248,495	12/4/2018	Wells Fargo B	12/04/13	0
TOTAL CERTIFICATE OF DEPOSITS		21,564,392		21,564,392		21,581,154				90,832
MONEY MARKET ACCOUNTS										
Wells Fargo Brokerage Money Market	0	0		0		0	Open	Wells Fargo	11/01/00	0
Wells Fargo ST Money Market 6810881786 - changed 1	8,897,657	8,897,657		8,897,657		8,897,657	Open	Wells Fargo	01/25/13	7,206
TOTAL MONEY MARKET ACCOUNTS	8,897,657	8,897,657		8,897,657		8,897,657				7,206
GRAND TOTALS		58,514,723	0	58,514,723		58,212,744				221,501

BOOK VALUE OF INVESTMENTS	58,514,723
MARKET VALUE OF INVESTMENTS	58,212,744
GAIN / (LOSS)	(301,979)
Loss/Gain Percentage of Investment Portfolio	-0.52%

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 31, 2014 **Report No:** 8

Submitted By: Stephen P. Thies **Approved For Agenda:** 
City Attorney

Subject: Consider, and act upon, the purchase of a 4,406 square foot construction easement at
261 Panorama Boulevard

Fiscal Impact: \$15,000
Amount Budgeted: \$10,000 (Budget Revision in Process)
Fund: 118-7903-430.61-20 (Project EN1306 Right of Way Acquisition)

Recommendation: Approve the purchase of a 4,406 square foot construction easement

Background: In 2011 a Traffic & Geometric Study was completed providing recommendations for improvement of several intersections within the City. The intersection of Panorama Boulevard and Hamilton Road was included in this study due to poor level of service in the am and pm peak hours of traffic.

Design of the intersection is complete with realignment of the entrance into 261 Panorama Boulevard (the old Golden Corral building) to line up with southbound Hamilton Road. To construct the intersection a construction easement is required at this property. The duration of the construction project is 4 months.

City staff met with the owner of the property on-site and staff has had several conference calls negotiating the terms of the agreement to purchase the construction easement. Based on NMDOT method for calculating the value of the easement, for 4 months, is \$17,644. The owner agreed to a construction easement purchase price of \$15,000 plus the city will relocate one parking lot light and place some curb to protect the parking spaces closest to the newly located entrance.

Staff Recommendation: Approve the purchase of a 4,406 square foot construction easement

Reviewed By:

City Attorney  City Clerk  Assistant City Manager _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Police Chief _____ Fire Chief _____
Public Works _____ Purchasing _____ City Engineer  Human Resources _____

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 30, 2014 **Report No:** 9

Submitted By: Stephen P. Thies **Approved For Agenda:** 
City Attorney

Subject: Consider, and act upon, the purchase of a 2.61 acre tract of land (Parcel 01-15803) between Pecan Drive and Fairgrounds Road

Fiscal Impact: \$5,000
Amount Budgeted: \$5,000 (Budget Revision in process)
Fund: 118-7903-430.61-20 (EN1111 Right of Way Acquisition)

Recommendation: Approve the purchase of a 2.61 acre tract of land (Parcel 01-15803)

Background: The Pecan Drive Extension project will extend Pecan Drive from its terminus north of White Oaks, north over the Tayes-Holcomb Channel to Fairgrounds Road. This parcel is just north of where Pecan Drive currently ends.

City staff met with the property owners on December 11, 2013. The property owners agreed to work with the city for purchase of the property for construction of the roadway. An initial offer was made to the property owners to purchase the parcel for the assessed value in which the owners counter-offered with a price of 5 cents a square foot. The city then counter-offered with a price of 4.4 cents a square foot. This purchase price was agreed to for a total of \$5,000.

Staff Recommendation: Approve the purchase of a 2.61 acre tract of land (Parcel 01-15803) between Pecan Drive and Fairgrounds Road

Reviewed By:

City Attorney  City Clerk  Assistant City Manager _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Police Chief _____ Fire Chief _____
Public Works _____ Purchasing _____ City Engineer  Human Resources _____

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 31, 2014 **Report No:** 10

Submitted By: Renee Cantin
City Clerk **Approved For Agenda:** 

Subject: Public Hearing concerning improvements to the Tenth St. Water Tower.

Fiscal Impact:
Amount Budgeted:
Fund:

Recommendation: Hold public hearing and direct staff on how to proceed.

Background: At the January 14th meeting, the Commission requested a public hearing to be held concerning improvements to the Tenth St. Water Tower. The Public Hearing notice has been sent to our Media Contacts, and the minutes from the January 14th meeting are attached.

Reviewed By:

City Attorney _____ City Clerk  Assistant City Manager _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Police Chief _____ Fire Chief _____
Public Works _____ Purchasing _____ City Engineer _____ Human Resources _____

January 14, 2014 Approved Minutes

10. Discussion and possible action related to the Tenth St. Water Tower. (Eugene Downer, Requestor)

Mr. Eugene Downer asked the city to create an Invitation to Bid to paint the Water Tower at 10th Street between Walgreen's and the Zoo property. He said it was his understanding the City owns the water tank and Union Pacific does not contest that. He had been told by a City Staff member that the City owned the property the tank was on, but Union Pacific contests that. There is a month-to-month lease for this property between Union Pacific and the City of Alamogordo which costs \$500.00 per year, and a copy of this lease will be with the minutes (a copy of this lease agreement can be found with the Agenda Report, not the minutes). Either party can get out of the lease with a 30 day notice. He asked Union Pacific to waive that amount but they chose not to do so. He said there is a Union Pacific Foundation that gives grants to various states and he had been told we could get around \$5,000.00. It would not have to be connected to anything specific and could be for Quality of Life, Beautification or whatever. Mr. Downer gave the deadline date for this grant of August 1, 2014, to the City's Grant Coordinator, Ruben Segura so he can request the proper forms from Zoe Richman who City Manager Stahle has worked with before. She is the director of Public Affairs in Phoenix, AZ. He said Union Pacific has a toy train which is much larger than the one the Toy Train Depot has and they send it to communities upon request. He asked that the person responsible for parades contact Zoe Richman to schedule an appearance. The Union Pacific Foundation also helps fund the Toy Train Depot at Alameda Park. He had spoken with Martin D. Johnson, an executive with Union Pacific in Omaha, NE, and asked if we were allowed to have another cross-over at a location such as Indian Wells and he said we could. Mr. Downer said there are some who think we are not allowed to do this. Mr. Johnson had told him they did not like the idea but wouldn't refuse it, and Zoe Richman has request forms for that. The public line on cross-overs is they want you to get rid of three if you want to put another but that is not according to Mr. Johnson. Mr. Downer asked for questions.

Mayor Rentschler asked him if this all relates to the Water Tower and he said it did.

Mr. Downer continued saying he wanted all the Union Pacific information to go into the minutes in order to prevent confusion in the future since they are a major player.

Mayor Rentschler felt the City was aware that the land the Water Tower sits on belongs to Union Pacific because we pay them for it every year. City Manager Stahle interjected it is a lot more now than \$500.00 per year. The CPI index clause in Item G, Part 2 of the contract has pushed it up to about \$2,600 a year.

Mr. Downer asked if any Commissioner would like to see the Water Tower torn down. No one responded.

Mayor Rentschler asked Public Works Director Cesar to come forward to report on the last time we attempted to have the Tower painted. Mr. Downer said Public Works Director Cesar also had the file on the 10th Street Water Tower.

Public Works Director Cesar gave an overview of the lease with Union Pacific (UP) from 1989. The original lease amount was \$95.40 per year and the first lease agreement the City signed with UP did call for \$500.00 per year. This year we paid \$2,080.90 and it goes up by CPI annually. The City first looked at relocating the Tower to a spot to be determined in Alameda Park in 2003. At that time the estimate to do this was \$120,000, and we would have to adjust those numbers if the Commission were interested in this now. In 2004, a contractor was contacted to look at resurfacing the tank and the estimate was \$26,654.00; this was simply to recoat the tank and not to remove the lead-based primer. This company did determine at that time the primer was lead-based. Our engineering department, in February of 2006, prepared a

bid package that was split with the first task being to perform the sampling on the primer and the land the tank sat on to determine whether there was an issue with lead-based paint. If they determined there was not an issue with lead-based paint, the estimate for priming and painting of the tank was \$94,327.45, and if there was lead-based paint to be removed plus the cost of priming and painting, the estimate would be \$109,386.42.

Mr. Downer said the bid they had in front of them was from Riley of Farmington. (A copy of this can be found in the Agenda Report for this meeting). They are currently working on some large tanks at Holloman AFB and would be able to do our tank in February. If the Commission decides to have this company paint the tank and they have to come back to Alamogordo, they will have to add between \$12,000 & \$15,000 to their bid. This bid you have does not contain sales tax since they are providing a service. Mr. Downer is trying to get the paint billed without tax since the municipality is tax exempt. He said there will be two different types of paint used and they will use 2,500 PSI water removal system to eliminate loose paint. Sherwin-Williams will be the brand of paint used and he explained the type of paint to be used.

Mayor Rentschler said as a government agency we are bound by certain aspects of getting this done. He asked Public Works Director Cesar to speak about this. Public Works Director Cesar said we are bound by the state procurement rules. He said the Riley estimate of \$69,383.00 is above our threshold so we will have to go through the competitive process and bid it, and this could not be completed by February. He remarked that if the Commission wants us to move forward with this, the Public Works Dept. would package this tank along with our active reservoirs that are coming up for recoating in order to bring down the cost.

Commissioner Talbert saw nothing in the bid about lead-based paint removal and knew it would be a significant increase in cost. Mr. Downer said they are using water in order keep from raising dust in the removal. They are not stripping the tank, they are simply using the 2,500 PSI water removal with solvent. Commissioner Talbert said they would basically be leaving the lead paint on the tank and asked if we could do this. Public Works Director Cesar said we could if chunks of lead paint were not being blown off. Commissioner Talbert asked about lead paint falling off when the water pressure was used and Public Works Director Cesar said we would have to address that as a clean-up. He had not been able to locate any test data and only had the one page estimate from NASCO that said they confirmed the primer on the tank was lead-based. This would call for abatement before any blasting or hot work could be performed on the tank. He repeated he did not have any definite test data stating lead paint was present. Commissioner Talbert asked how much this would run up the bid. Mr. Cesar told him the actual inspection for lead-based paint on the tank and the land it sits on in 2006 was \$1,445.00, and with inflation it would be about \$2,000.00.

Mr. Downer announced he had Ralph Doolin with Riley Industries in Farmington on his cell phone in case anyone had any questions for him. No one had a question.

Commissioner Galea asked Public Works Director Cesar if this recoating would affect the structural integrity of the Water Tower since it is so old. Public Works Director Cesar told her this tank has been severed from the system and is no longer used. It was last used by the sawmill. If it were recoated, it would protect and prolong the life of the tank. There are some portions that are beginning to rust but it is not in any imminent danger of collapse.

Commissioner Sikes said while she really appreciates all of the work put into this by Mr. Downer and the Staff, she wasn't aware we had already made the decision to do this. Mayor Rentschler said we have not made that decision. Commissioner Sikes remarked we have done all this work without the determination we even want to do anything to it. Mayor Rentschler told her the work has been done primarily by Mr. Downer and the work Public Works Director Cesar has spoken about was done a number of years ago. As of yet, we have not invested any City time in this.

Mr. Downer said the time he has invested was to ascertain from the City whether they will maintain it or tear it down. The longer you ignore it and the rustier it gets, when you do have to tear it down because of liability, it will be incredibly expensive. The City has been talking about this for years. In 2002 the Commission voted to set \$75,000 aside and in 2005 they voted to repaint it. He is asking for the Commissioners to make a decision. You have to paint it in order to maintain it and if you do not want to maintain it, you must be honest with the community and make plans to remove it. (Mr. Downer asked the Deputy Clerk to put a newspaper article titled 'Water Tower to Get Refinishing' into the Agenda Book for this meeting).

Commissioner Galea suggested considering this as part of the reservoir recoating in the upcoming budget. Public Works Director Cesar said he did not have other reservoirs programmed in for this coming fiscal year. We can bump them by a year, but he would have to work with the finance staff to get it included in the upcoming budget. Commissioner Galea asked him what year he was planning to recoat the reservoirs and he told her the Green ground reservoir would be done in FY2016.

City Manager Stahle wanted to make it crystal clear nobody here has indicated either painting the tower or tearing it down. We are not going to tear it down; the question properly raised is what level of maintenance will be performed on this structure. It is a legitimate question to be raised at a budget cycle and we can look at that whether in concert with the maintenance of other tanks or not.

Mayor Pro-Tem Baldwin thanked Mr. Downer for his work on this project. He wanted to see something done, but his question was what happened to the money set aside in 2002 and 2006. Public Works Director Cesar couldn't speak to the monies in 2002 but the 2004 money, the actual bid of 2006, was brought to the Commission and they decided at that time they did not want to do it. Those funds were reverted back to fund balance and eventually used on another project.

Commissioner Galea said because this item is so costly and not in the budget for FY 2015, she suggested holding a Public Hearing for more public input.

Commissioner Galea moved to approve having a public hearing for public input on this item and see if there is any additional input from the citizens in order to decide whether to do this during the upcoming fiscal year or the next fiscal year. Mayor Pro-Tem Baldwin seconded the motion. Motion carried with a vote of 7-0-0.

Mr. Downer asked for this to be repeated and Mayor Rentschler told him the Commission will have a Public Hearing to decide when to do this. Mr. Downer asked when the Public Hearing will be. Mayor Rentschler said we can't answer the question right now and will advertise when a time has been ascertained.

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 27, 2014 **Report No:** 11

Submitted By: Matt McNeile, *MM*
Assistant City Manager **Approved For Agenda:** *[Signature]*

Subject: Consider, and act upon a request to fill a Lifeguard position, to be assigned to the Alamogordo Family Recreation Center/Community Services Department

Fiscal Year Salary Budget: \$6,572
Fiscal Year Benefit Budget: \$ 924
Total FY Position Budget: \$7,496

Hiring Annual Salary Range: \$7.8987 x 832 hours = \$6,572
Pay Grade/Annual Salary Range: S01/\$7.8987-\$12.2542 (\$10,268-\$15,930 annually)

Fiscal Impact: No additional savings or additional expenditure will occur

Funding Source: 032-6106-450-2003

Position Vacant Date: 2/8/14

Expected Hire Date: 2/17/14

Recommendation: Approve request to fill the position of lifeguard.

Recruitment Justification:

This is a critical position for the Alamogordo Family Recreation Center. This position provides the well-being and safety of our patrons utilizing the pool area at AFRC. The lifeguard also helps maintain sanitary conditions of the facility. Specifically the pool area and the locker rooms. The lifeguard also teaches swimming lessons to the patrons at AFRC. The lifeguard knows and enforces all pool rules and regulations by using preventative lifeguarding practices.

The employee(s) last day will be February 8, 2014. This would be the February 17, 2014 expected hire date.

Reviewed By: **ATTACH CURRENT JOB DESCRIPTION**

City Attorney _____ City Clerk *RC* _____ Community Development _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Personnel *16* _____ Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager *MM* _____

CITY OF ALAMOGORDO
POSITION DESCRIPTION
LIFEGUARD

Summary of Position

Provides swimming instruction, lifeguarding services, and general swim program support for the Citizens of Alamogordo.

Organizational Relationships

Reports to: Aquatics Supervisor

Directs: This is a non-supervisory position.

Other: Has contact with other city employees and the general public on a regular basis.

Examples of Work

Essential Duties*

Knows and enforces all pool rules and regulations by using preventative lifeguarding practices.

Is prepared to rescue, resuscitate, and give basic first aid and CPR to all patrons.

Knows and follows the emergency action plan in case of a rescue, drowning, accident or injury.

Cleans the restrooms and pool area in order to make it acceptable for patrons.

Swim (on the clock) at least 15 minutes when working public swim.

Knows and follows acceptable guard rotation for each guard station.

Teach swimming lessons.

Inspects equipment and facilities on a regular basis to ensure proper maintenance;

Attend meetings and training classes as required.

Maintain all needed certifications for performance of lifeguard and swim instructor duties.

Operate emergency equipment and utilize First Aide supplies.

Contribute to a high quality work culture through participation in training and mentoring to develop skills, including safety related training and skills.

Commit self to providing excellent customer service to ensure high operational and service standards are met and maintained for the Citizens of Alamogordo.

Will be required to work Community Service Department special events such as Gus Macker, Saturday in the Park, 4th of July Parade, Easter in the Park, Zoo Boo, etc.

Other Important Duties

Performs such other related duties as may be assigned.

Required Knowledge, Skills, and Abilities

Knowledge of: Acceptable industry standards for lifeguarding and swim instruction.

Skill/Ability to: Work effectively with fellow employees and the public. Be able to perform shift work requiring early morning, evenings, weekends and holidays. Be able to meet the physical fitness requirement of swimming for at least 15 uninterrupted minutes public swim shift. Be able to obtain and maintain the necessary certifications for life guarding and teaching swimming lessons. Be able to lift fifty (50) pounds. Commit self to providing excellent customer service to ensure high operational and service standards are met and maintained for the Citizens of Alamogordo.

Experience and Education

Schooling or work experience that shows a level of maturity necessary to redeem the responsibilities of lifeguarding. This can be shown by completion of the American Red Cross or other certification programs, membership in clubs, or organizations that show the ability to be dependable and reliable.

Certificates and Licenses Required

Have and maintain current certification in Lifeguarding.

Work Environment

The position of Lifeguard/Swim Instructor I performs tasks requiring strength and stamina to sit and stand for extended periods of time; walk on uneven and slippery surfaces; lift and carry up to 50 lbs.; grasping, bending, reaching, twisting, climbing, kneeling, and squatting; pulling and pushing up to 75 lbs.; climbing ladders and ascending and descending stairs; working primarily outside with exposure to heat, sunburn, weather, odors, dust and pollen; occasional exposure to chemicals, skin irritants, and body fluids; the ability to see well enough to identify swimmers and observe behavior; ability to hear well enough to distinguish the sound of someone calling for help in a noisy outdoor environment; ability to speak well enough to be understood in a noisy environment. Requires irregular work hours (weekends and nights); and exposure to stressful emergency situations.

History Summary

08-2007 – Updated job description into current format by including *Pay Group, Work Environment, History Summary, Approval* signature blocks and ADA footer information.

November 2007 – removed EEOC category, FLSA and pay-group.

January 2008 – Included standard customer service and training language.

January 2010 – Changed the working in the Essential Duties of the Examples of Work section.

Approval



Director of Community Services

2 0 1 3

Date



Human Resources Manager

2/22/13

Date

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 24, 2014 **Report No:** 12

Submitted By: Matt McNeile, Assistant City Manager **Approved For Agenda:** 

Subject: Consider, and act upon a request to fill the Senior Center Kitchen Custodian position, to be assigned to the Alamo Senior Center/Community Services Department.

Fiscal Year Salary Budget: \$11,197
Fiscal Year Benefit Budget: \$ 2,620
Total FY Position Budget: \$13,817

Hiring Annual Salary Range: \$8.6127 x 1300 hours = \$11,197
Pay Grade/Annual Salary Range: S02/\$8.6127-\$13.3502 (\$11,197-\$17,355 annually)

Fiscal Impact: N/A

Funding Source: 071-8023-445-2003 - 55%, 071-8024-445-2003 - 45%

Position Vacant Date: 2/4/14

Expected Hire Date: 2/17/14

Recommendation: Approve request to fill the position of ASC/Kitchen Custodian.

Recruitment Justification: This position is responsible for the overall cleanliness of the Senior Center kitchen, storage areas, serving line, dining room, drink station, and all areas inside and outside the kitchen. Deep cleans kitchen and other related areas using equipment required to do major cleaning, including an electric buffing machine, and industrial strength cleaning chemicals. This position is part-time and the hours are from 12:30 – 4:30 p.m. to allow detailed cleaning to be completed on a daily basis with minimal interruptions. This position is crucial to the Alamo Senior Center, as the Environment Department can shut us down if our kitchen is not to regulatory standards for food service.

The employee in this position is leaving February 4, 2014. This would be a February 17, 2014 expected hire date.

Reviewed By: **ATTACH CURRENT JOB DESCRIPTION**

City Attorney DPT City Clerk KC Community Development _____ Community Services _____
Finance KS Housing Authority _____ Planning _____ Personnel Hy Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager [Signature]

CITY OF ALAMOGORDO
POSITION DESCRIPTION

KITCHEN CUSTODIAN

Summary of Position

Responsible for the overall cleanliness of the Senior Center kitchen, storage areas, serving line, dining room, drink station, and all areas inside and outside the kitchen.

Organizational Relationships

Reports to: Kitchen Manager

Directs: This is a non-supervisory position

Other: Has frequent contact with suppliers, senior citizens, and the general public

Examples of Work

Essential Duties*

Deep cleans kitchen and other related areas using equipment required to do major cleaning, including an electric buffing machine, and industrial strength cleaning chemicals;

Responsible for disposing of trash and cleaning and sanitizing trash bins on a daily basis;

Clean and scrubbing floor mats and placing at designated areas daily;

Clean exhaust hood above stove, fryer, and ovens; clean filters every two weeks;

Responsible for cleaning floors and floor drains by regular use of a floor machine and mop using proper cleaning solutions, every two weeks;

Maintain all stainless steel walls, tables, doors and equipment cleaned and shined with proper cleaning chemicals daily;

Responsible for cleaning ovens, racks, and ranges, including removal of parts as necessary to ensure proper cleaning with use of cleaning chemicals and safety equipment; racks cleaned and scrubbed daily, and ovens cleaned and scrubbed every two weeks;

Responsible for obeying all safety regulations for use of cleaning chemicals; including use of personal protective equipment;

Perform monthly inventory count for each month in assigned storage area;

Contribute to a high quality work culture through participation in training and mentoring to develop skills, including safety related training and skills; and

Provide excellent customer service to ensure high operational and service standards are met and maintained for the Citizens of Alamogordo.

Other Important Duties

Performs other duties as assigned.

1/27/2014

Page 1 of 2

*for the purpose of compliance with the Americans with Disabilities Act (ADA)

This job description does not take into account potential reasonable accommodation.

Required Knowledge, Skills and Abilities

Knowledge of: safe operation of equipment and cleaning chemicals used in industrial cleaning atmosphere; kitchen equipment and appliances; first aid.

Skill/Ability to: read and understand directions for proper use of chemicals; demonstrate proficiency in both oral and written communication; keep accurate records; maintain effective working relationships with co-workers, vendors, suppliers, senior citizens, and the general public; understand and follow instructions.

Experience and Education

High School Diploma or equivalent; minimum of two years of related work experience;

or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

Certificates and Licenses Required

Must have and maintain a valid New Mexico Drivers License, or the ability to obtain within 45 days of employment; and a driving record acceptable to the City of Alamogordo.

Work Environment

Work will be performed in a kitchen atmosphere around industrial sized kitchen appliances. Must be able to stand for long periods of time and work in hot, cold, and noisy conditions. Must be able to lift heavy objects. Some climbing will be required.

History Summary

April 2008 – Put job description into current format. Included standard customer service and training language. Included required ADA footer information.

April 2013 – Add ability to obtain NM Driver’s license within 45 days of employment.

Approval

Assistant City Manager

Human Resource Manager

Date

Date

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 30, 2014 **Report No:** 13

Submitted By: Matt McNeile **Approved For Agenda:** 
Assistant City Manager

Subject: Consider, and act upon a request to fill the Airport Manager position, to be assigned to the Airport/Community Services Department.

Fiscal Year Salary Budget: \$ 52,500
Fiscal Year Benefit Budget: \$ 17,671
Total FY Position Budget: \$ 70,171

Hiring Annual Salary Range: \$35,793-\$56,378
Pay Grade/Annual Salary Range: NR5/\$35,793-\$56378

Fiscal Impact: N/A

Funding Source: 091-0006-459-2001

Position Vacant Date: 2/28/14

Expected Hire Date: 3/3/14

Recommendation: Approve request to fill the position of Airport Manager.

Recruitment Justification:

The employee's last day will be February 28, 2014. This would be the March 3, 2014 expected hire date. The current employee has no accrued PTO.

Reviewed By: **ATTACH CURRENT JOB DESCRIPTION**

City Attorney _____ City Clerk RC Community Development _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Personnel lh Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager RC

**CITY OF ALAMOGORDO
POSITION DESCRIPTION**

AIRPORT MANAGER

JOB SUMMARY

The Airport Manager is responsible for the operation of all airport functions including facility development, maintenance, and planning; contract administration; lease agreements and negotiations; grant preparation and administration; operations management and security.

ORGANIZATIONAL RELATIONSHIPS

Reports to: Assistant City Manager

Directs: Airport Light Equipment Operator

Other: Has frequent contact with City Manager, Assistant City Manager, City department heads, financial institutions, federal, state and county agencies, airport businesses, tenants and users, the Airport Advisory Board, and the general public.

ESSENTIAL JOB FUNCTIONS

As directed, participates in oversight of airport projects as outlined in the Airport Master Plan and Five Year Capital Improvement Plan. When tasked, assists in the coordination of all airport construction projects;

Supervises, organizes and coordinates the daily operations with Light Equipment Operator to meet work goals; prioritizes and assigns tasks, projects and training; and completes employee performance evaluations;

Interfaces with federal, state, and local agencies, and contracted airport consultants on a regular basis to develop and coordinate airport plans and development projects;

Answers questions and responds to complaints and suggestions from airport businesses, airport tenants, the general public, outside agencies and other City personnel regarding airport activities. At the discretion of the City Manager or Assistant City Manager, may represent the airport at City Commission and/or other local, regional or national meetings;

Develops the preliminary annual operating and capital improvement budget, and administers the budget upon adoption including monitoring actual versus budgeted expenditures;

Composes and prepares airport reports and correspondence. Maintains airport files including general paperwork, leases, contracts, applications, NM and Federal DOT, NM Aviation Division, FAA, and other related material;

Enforces airport rules and regulations, minimum standards, and tenant compliance with lease agreements;

Negotiates, prepares, and administers land, facility, and commercial/noncommercial leases, applications and other agreements for the airport;

Coordinates all legal matters with the City Manager, Assistant City Manager and City Attorney;

1/30/2014

Page 1 of 3

*For compliance with the Americans with Disabilities Act (ADA), this job description does not take into account potential reasonable accommodations.

Performs inspections of airport fixed based operations and other airport tenants to ensure compliance with local, state, and federal ordinances, laws and regulations;

Coordinates the maintenance of all airport facilities to ensure the safe and efficient use of the airport;

Acts as City liaison to the Airport Advisory Board and presents issues from the Board to the Assistant City Manager, City Manager and City Commission, as required;

Develops an effective liaison with airport tenant businesses to foster business growth; market the airport for enhanced business potential, and ensure the development of a positive business climate for the airport;

Performs other related duties or responsibilities as assigned and/or requested;

Other duties as assigned by the City Manager or designee, which may not be related to airport operations; however, are in the City's best interest.

EDUCATION

Bachelor's Degree in Business Administration, Public Administration, Airport or Aviation, Management or a related field; or sufficient education, experience and training to demonstrate an ability to perform the essential job functions in a professional manner. A Bachelor's degree is preferred.

LICENSES/CERTIFICATION(S) Valid NM driver's license or the ability to obtain within 45 days of employment; and a driving record acceptable to the City of Alamogordo. Certification as a Certified Member (CM) by the American Association of Airport Executives is preferred.

EXPERIENCE

Three (3) years experience in progressively responsible airport management; and three (3) years supervisory experience; or sufficient experience to demonstrate an ability to perform the essential job functions with limited supervision.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: principles and practices of airport operations and management; of local, state, and federal policies, laws and regulations affecting airport activities; of public budgeting and personnel policies and standard practices of supervision.

Skills/Ability to: schedule projects and meet deadlines; to communicate, read, write, and understand English at a level necessary for efficient job performance; to establish and maintain effective working relationships with airport users and tenants, City administration, members of the Airport Advisory Board, state and federal officials, and the general public.

PROBLEM SOLVING AND CREATIVITY

Position is involved in both simple and complex problem solving, and must demonstrate sound judgment in resolving problems that do not require the Assistant City Manager's immediate attention. Consequences of error may include employee grievances, monetary loss and customer inconvenience.

1/30/2014

Page 2 of 3

*For compliance with the Americans with Disabilities Act (ADA), this job description does not take into account potential reasonable accommodations.

FREEDOM TO ACT

Position, after consultation with the Assistant City Manager and/or with the City Manager, is free to decide how to achieve results adhering to federal, state, and local regulations, policies, and procedures.

JOB CONTEXT

Position reports directly to the Assistant City Manager; however, is expected to perform daily functions with minimal supervision. Extensive interaction is expected with both internal and external customers.

ENVIRONMENTAL FACTORS

Position functions 75% in an office environment with no notable adverse environmental conditions and 25% out of doors exposed to all types of weather conditions.

PHYSICAL FACTORS

Position requires light physical demands including the ability to lift and move materials weighing up to 20 pounds. Position requires frequent use of multi-line telephone, personal computer, and calculator. And, this position has considerable flexibility to structure daily activities between sitting, standing, and walking.

WORK SITUATION FACTORS

Position involves competing demands such as performing multiple tasks, adhering to strict deadlines, working variable hours including some evenings and weekends when needed; and responding to customer inquiries and complaints. Position also requires frequent collaboration of activities with airport users.

HISTORY SUMMARY

08-07-2006 – Included history summary and approval signature blocks for consistency with current job description format. Additionally, job title was changed in accordance with City Code of Ordinance.
12/06/2006 – Included organizational relationships and updated heading to current JD format.
06/29/2007-removed numbering and changed to full time.
November 2007 – removed EEOC category, FLSA and paygroup.
May 2013 – Add maintenance responsibility, supervisory responsibility and leases and negotiations to Job Summary. Add direction of Light Equipment Operator, and federal, airport businesses, tenants and users to Other Organizational Relationship section. Add functions including develop and coordinate airport plans and development projects, and airport maintenance. Add ability to obtain NM Driver’s license within 45 days of employment; and acceptable driving record to the City of Alamogordo. Add AAAE Certification preferred. Add ADA footnote language.
July 2013 – Commission approved upgrade from part-time to full-time status. PFS completed; position remains in pay grade NR5. FLSA Test; position changed from non-exempt to exempt.
August 2013 – Position title changed from Airport Coordinator to Airport Manager.

APPROVAL

Asst City Manager/Community Services Director

Human Resources Manager

Date

Date

AGENDA REPORT

CITY OF ALAMOGORDO

CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 31, 2014 **Report No:** 14

Submitted By: Jim Stahle.
City Manager **Approved For Agenda:** 

Subject: Consider, and act upon a request to authorize filling the Finance Director Position and allow an Interim Director be appointed until a full-time permanent Finance Director can be recruited.

Fiscal Year Salary Budget: \$83,230

Fiscal Year Benefit Budget: \$36,472

Total FY Position Budget: \$119,702

Hiring Annual Salary Range: EX2; \$59,394 - \$99,916

Pay Grade/Annual Salary Range: EX2; \$59,394 - \$99,916

Fiscal Impact: FY14; \$12,847 (For overlap of expenses during previous employee's payout period)

Funding Source: 80%-011-2102415.2001; 20%-081-2202461.2001

Position Vacant Date: May 2, 2014

Expected Hire Date: February 17, 2014

Recommendation: Approve request to fill the position of Finance Director, as well as appointing an Interim Director

Recruitment Justification: The position is essential to the successful operations of City business, as well as meeting fiscal requirements with the State.

Reviewed By: **ATTACH CURRENT JOB DESCRIPTION**

City Attorney _____ City Clerk  Community Development _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Personnel _____ Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager _____

FINANCE DIRECTOR

Hourly Rate EX2 \$40.0144
 2/17-6/22/14; 9 pp 720
New Positions

POSITION BUDGET

Wages	\$40.0144	28,810.37
Admin Fee-Ins	0.65	5.20
Family Dental Ins	43.5	348.00
Family Health Ins	634.2	5,073.60
Basic Life + Dep	6.55	52.40
Medicare Tax	1.45%	417.75
PERA Member Reg	4.60%	1,325.28
PERA	9.15%	2,636.15
Retiree Health	2.00%	576.21
SS Tax	6.20%	1,786.24
WC Fee		9.20
Workers Comp Ins	0.79%	226.28
TOTAL COST		\$41,266.67

WC Code 8810 0.0051
 WC Exp Mod 1.54

Notes: Total cost of position as currently budgeted for the period of February 17 thru June 22, 2014 is \$41,266.67.

Ken Johnson will be paid out for 13 weeks, beginning February 2, 2014..
 Cost = \$ \$25,303.24

If this position is filled from outside, there would be no benefit expense.

Insurance is budgetd for at-will contract insurance at 100% insurance premiums.

Hourly Rate EX2 \$40.0144
 2/3-5/2/14; 13 weeks 520
New Positions

(Includes 2 Month's insurance)

POSITION BUDGET

Wages	\$40.0144	20,807.49
Admin Fee-Ins	0.65	2.60
Family Dental Ins	43.5	174.00
Family Health Ins	634.2	2,536.80
Basic Life + Dep	6.55	26.20
Medicare Tax	1.45%	301.71
PERA Member Reg	4.60%	0.00
PERA	9.15%	0.00
Retiree Health	2.00%	0.00
SS Tax	6.20%	1,290.06
WC Fee		0.00
Workers Comp Ins	0.79%	164.38
TOTAL COST		\$25,303.24

FINANCE DIRECTOR

Hourly Rate EX2 \$40.0144
 Annual Hours 2080
New Positions

POSITION BUDGET

Wages	\$40.0144	83,229.95
Admin Fee-Ins	0.65	15.60
Family Dental Ins	43.5	1,044.00
Family Health Ins	634.2	15,220.80
Basic Life + Dep	6.55	52.40
Medicare Tax	1.45%	1,206.83
PERA Member Reg	4.60%	3,828.58
PERA	9.15%	7,615.54
Retiree Health	2.00%	1,664.60
SS Tax	6.20%	5,160.26
WC Fee		9.20
Workers Comp Ins	0.79%	653.69
TOTAL COST		\$119,701.45

AGENDA REPORT
CITY OF ALAMOGORDO
CITY COMMISSION

Meeting Date: February 11, 2014 **Report Date:** January 29, 2014 **Report No:** 15

Submitted By: Rachel Hughs **Approved For Agenda:** 
Admin. Asst/City Clerk's Office

Subject: Appointments to Boards and Committees.

Background:

Airport Advisory Board. One (1) vacancy. Staff Liaison – Jan Wafful
(Opening due to the resignation of John Battle)
No nominations received.

Airport Zoning Board. Two (2) vacancies. Staff Liaison - Jan Wafful
(Opening due to the resignation of Fran Nelson, Paul Vigneault and Randel Wilson)
No nominations received.

Alamogordo Disability Council. Three (3) vacancies. Staff Liaison - Edward Balderrama
(Openings due to the resignation of Bradley Mauger and the passing of Ed Grabman.)
No nominations received.

Community Development Advisory Committee. Two (2) vacancies. Staff Liaison - Ruben Segura
(Opening due to the expiring term of Melanie Hall and the resignation of Arthur Alterson.)
No nominations received.

Housing Authority Advisory Board One (1) vacancy. Staff Liaison - Maggie Paluch
(This is a new board and anyone appointed will be new to this board)
One of the members appointed from December 3rd was not a resident of the City, therefore there needs to be another person appointed.
The following individuals have submitted an application and are interested in being appointed;
Diana M. Flores - if appointed this will her first term.
Rhonda Devine - if appointed this will her first term.

Planning and Zoning. One (1) vacancy. Staff Liaison – Stella Rael
(Opening due to the expiring term of Brenda Barber)
The following individual has submitted an application and is interested in being appointed;
William C. Arnold Jr - if appointed this will his first term.

Promotion Board. One (1) vacancy. Staff Liaison - Jan Wafful
(Opening due to the resignation of Jim Mack)
No nominations received.

Reviewed By:

City Attorney _____ City Clerk  Community Development _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Personnel _____ Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager _____

Senior Volunteer Program, Three (3) vacancies Staff Liaison – Karen Groves
(Opening due to the expiring term of Iris Lester, Blaza Madrid and Paul Vigneault)
No nominations received.

Reviewed By:

City Attorney _____ City Clerk _____ Community Development _____ Community Services _____
Finance _____ Housing Authority _____ Planning _____ Personnel _____ Public Safety _____
Public Works _____ Purchasing _____ Assistant City Manager _____

**HOUSING AUTHORITY
ADVISORY BOARD**

RECEIVED
JAN 21 2014
CITY CLERK

City of Alamogordo
APPLICATION TO SERVE ON A
CITY BOARD/COMMITTEE

Name: Diana M Flores
Home Phone: _____ Work Phone: 437-3110 x125
Cell Phone: 442-3537 Fax No: 488-1001
e-mail address: diana@lococreditunion.com
Physical Address: 1502C Aspen Dr Alamogordo NM
Is the above address within City limits? Yes No _____
Mailing Address: Same
Present Employer: LOCO Credit Union Job Title: Loan Officer

Board/Committee you wish to serve on:
First choice: Public Housing Advisory Co
Second choice: _____

Are you related to anyone who is presently employed by the City of Alamogordo:
Yes _____ No If so, what is their relation to you? _____

Are you related to any Elected Official of the City of Alamogordo?
Yes _____ No If so, what is their relation to you? _____

Experience and education relating to the Board/Committee: _____
Three years lending experience & financial education
Graduate of Rex Johnson's lending University 2012
Certified financial counselor CUVA Mutual Group 11/2014

Please indicate your interest in serving on a City Board/ Committee: _____
I was approached by Robert, with the Public Housing Authority, to serve in an advisory capacity

Please return completed application to: City Clerk's Office
1376 E. Ninth Street
Alamogordo, NM 88310
PHONE: (575)439-4205
FAX: (575)439-4396

RECEIVED

JAN 23 2014

CITY CLERK

City of Alamogordo
APPLICATION TO SERVE ON A
CITY BOARD/COMMITTEE

Name: RHOWDA DEVINE

Home Phone: (575) 491-5670 Work Phone: (575) 443-5246

Cell Phone: (575) 491-5670 Fax No: (575) 443-5109

e-mail address: rdevine@fnb4u.com

Physical Address: 1700 BELLAMAH AVENUE

Is the above address within City limits? Yes No

Mailing Address: SAME AS PHYSICAL ADDRESS

Present Employer: FIRST NATIONAL BANK Job Title: PAYROLL ADMINISTRATOR / HR ASST.

Board/Committee you wish to serve on:

First choice: DEPARTMENT OF PUBLIC HOUSING

Second choice: _____

Are you related to anyone who is presently employed by the City of Alamogordo:

Yes No If so, what is their relation to you? _____

Are you related to any Elected Official of the City of Alamogordo?

Yes No If so, what is their relation to you? _____

Experience and education relating to the Board/Committee: Spent childhood

growing up in a lower income household. Understand
some of the obstacles and challenges these families
face, along with the challenge of making every Federal Dollar count.

Please indicate your interest in serving on a City Board/ Committee: Play an
active role in the betterment of our community.

Please return completed application to:

City Clerk's Office
1376 E. Ninth Street
Alamogordo, NM 88310
PHONE: (575)439-4205
FAX: (575)439-4396

**PLANNING AND ZONING
COMMISSION**

City of Alamogordo
APPLICATION TO SERVE ON A
CITY BOARD/COMMITTEE

RECEIVED
JAN 24 2014
CITY CLERK

Name: William C Arnold Jr
Home Phone: 575-443-0560 Work Phone: —
Cell Phone: 575-921-5739 Fax No: —
e-mail address: wcarnoldjr@gmail.com
Physical Address: 242 Hamilton Ridge Ave
Is the above address within City limits? Yes No
Mailing Address: 242 Hamilton Ridge Ave
Present Employer: Retired Job Title: —

Board/Committee you wish to serve on:

First choice: Planning + Zoning
Second choice: —

Are you related to anyone who is presently employed by the City of Alamogordo:

Yes No If so, what is their relation to you? —

Are you related to any Elected Official of the City of Alamogordo?

Yes No If so, what is their relation to you? —

Experience and education relating to the Board/Committee:

I have built homes most of my life but I do not have any technical training in planning + zoning. I am willing to learn.

Please indicate your interest in serving on a City Board/ Committee:

I have just retired w/ 26 years w/ the Border Patrol + I want to give back to the community. Mason Ledford + I were speaking and he thought I would be a good fit in this board.

Please return completed application to:

City Clerk's Office
1376 E. Ninth Street
Alamogordo, NM 88310
PHONE: (575)439-4205
FAX: (575)439-4396