



VILLAGE OF MAGDALENA

P.O. BOX 145 / 108 N. MAIN STREET

MAGDALENA, NM 87825

P. 575.854.2261 F. 575.854.2273

WWW.VILLAGEOFMAGDALENA.COM

AGENDA

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

MONDAY, APRIL 8, 2024, AT 5:00 PM

VILLAGE HALL 108 N. MAIN STREET

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

<https://us06web.zoom.us/j/2848694212?pwd=MVE4QjdhR2NQVFozQnZMbTlaRUtrQT09>

Meeting ID: 284 869 4212

Passcode: MAGDALENA

PLEASE SILENCE ALL ELECTRONIC DEVICES

-
1. CALL TO ORDER
 2. ROLL CALL
 3. PLEDGE OF ALLEGIANCE
 4. APPROVAL OF AGENDA
 5. APPROVAL OF MINUTES
 - a. REGULAR MEETING – MARCH 25, 2024
 6. APPROVAL OF CASH BALANCE REPORT
 7. APPROVAL OF BILLS
 8. MAYOR'S REPORT
 9. CLERK'S REPORT
 10. DEPARTMENT REPORTS
 - a. EMS
 - b. FIRE
 - c. MARSHAL
 - d. JUDGE
 - e. PUBLIC WORKS
 - f. LIBRARY
 11. SWEARING IN OF NEWLY APPOINTED TRUSTEE, MICHAEL THOMPSON, FOR A 2-YEAR TERM
 12. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF RESOLUTION #2024-04, A RESOLUTION OF SPONSORSHIP FOR A TRANSPORTATION PROJECT FUND APPLICATION AND MATCH WAIVER REQUEST FOR 10TH STREET
 13. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF QUOTE FOR PURCHASING A NEW F-250 UTILITY TRUCK
 14. DISCUSSION AND POSSIBLE DECISION REGARDING APPROVAL OF FISCAL YEAR 2024 AUDIT SERVICES QUOTE FROM BEASLEY, MITCHELL & COMPANY

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

PUBLIC COMMENT MAY BE MADE IN PERSON OR VIA EMAIL (IF LESS THAN 3 MINUTES). EMAIL COMMENTS MAY BE MADE BY EMAILING COMMENTS TO: clerk@villageofmagdalena.com and/or mayor@villageofmagdalena.com THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, APRIL 8, 2024, AT 12:00 PM. EMAILED PUBLIC COMMENT MUST CONTAIN THE AUTHOR'S NAME AND PHYSICAL ADDRESS AND WILL BE ENTERED AND/OR READ INTO THE MEETING MINUTES

16. ADJOURNMENT

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

DRAFT

**MINUTES OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES
MONDAY, MARCH 25, 2024, AT 5:00 PM
VILLAGE HALL 108 N. MAIN STREET**

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

<https://us02web.zoom.us/j/2848694212?pwd=MVE4QjdhR2NQVFozQnZMbTlaRUtrQT09>

Meeting ID: 284 869 4212

Passcode: MAGDALENA

CALL TO ORDER: Mayor Rumpf called the Regular Meeting to order at 5:00 p.m.

PRESENT: Mayor Richard Rumpf, Trustee Harvan Conrad, Trustee James Nelson, Trustee Donna Dawson, Trustee Clark Brown, Juanita Puentes- Clerk/Treasurer, Carleen Gomez-Deputy Clerk

PARTICIPATING VIA ZOOM VIDEO CONFERENCE: Attorney – Randy VanVleck, Tamara Lombardi-Chieftain Newspaper

ABSENT: Michael Steininger-Finance Officer

GUESTS: Collier J Nelson-Assistant Clerk, Michael Thompson, Dee Libersky

Michael Thompson led the gallery in reciting the Pledge of Allegiance.

APPROVAL OF AGENDA: Donna moved to amend #10 on the agenda for the newly appointed Trustee to serve a 2-year term and not a 4-year term, and Jim Nelson seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES

- a. **REGULAR MEETING – MARCH 11, 2024:** Jim Nelson moved to approve the minutes as amended, and Donna Dawson seconded the motion. The motion carried unanimously.

APPROVAL OF CASH BALANCE REPORT: Donna Dawson moved to approve the Cash Balance Report, and Harvan Conrad seconded the motion. The motion carried unanimously.

APPROVAL OF BILLS: Jim Nelson moved to approve the Bill List with additional bills, and Harvan Conrad seconded the motion. The motion carried unanimously.

BILL LIST

City of Socorro		\$1,352.75
Ingram		\$13.79
Jr. Library Guild		\$794.87
NM Fire		\$1,900.00
Pete's Equipment Repair, Inc.		\$8,477.86
Route 60 Trading Post		\$100.00
RR Donnelley		\$1,213.50
San Bar Construction Corp		\$1,062.16

Sierra Propane		\$3,891.43
Vexus Fiber		\$50.91
Winston's		\$111.65
Xtreme Control, LLC		\$110.00
Yvonne Magener-Library Day		\$30.69
TOTAL		\$19,109.61

MAYOR'S REPORT:

Mayor Rumpf reported that he had attended a BIA meeting earlier in the day and the Environmental Department will be submitting a Notice to Proceed for asbestos removal that is supposed to be done by May 30th, 2024. We still need to get quotes to tear down all the buildings. We should begin to see activity at the beginning of April 2024. Harvan asked about the airborne particles and the air quality testing. Mayor stated that everything will be encapsulated. Mayor Rumpf was happy to report that there are new appliances coming in for the Senior Center through an Emergency Grant with the Department of Aging and Long-Term Services (ALTSD).

CLERK'S REPORT: Clerk/Treasurer Juanita Puente reported that she is constantly working on Grant reimbursements and that is keeping her very busy.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL TO APPOINT TRUSTEE FOR REMAINDER OF TWO-YEAR TERM TO REPLACE TRUSTEE HARVAN CONRAD

Mayor Rumpf stated that he would like to appoint Mr. Michael Thompson for a 2-year term, and he will be sworn in at the next council meeting on April 8th.

Harvan Conrad moved to approve the 2- year appointment Michael Thompson as Trustee and Clark Brown seconded the motion.

Mayor Rumpf requested a Roll Call Vote:

James Nelson: Aye

Harvan Conrad: Aye

Donna Dawson: Aye

Clark Brown: Aye

The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF OUT-OF-STATE TRAVEL TO LAS VEGAS, NEVADA FOR "SPRING HOSTAGE CONFERENCE" AND "LEADERSHIP FOR TROUBLING TIMES" TRAINING FOR MARSHAL MICHAEL ZAMORA AND CAPTAIN BRIAN WATERMAN APRIL 29 THROUGH MAY 4TH

Mayor Rumpf reported that Marshal Zamora and Captain Waterman will be paying for their own fuel and taking their own vehicles for this training. Also, there are LEPP Law Enforcement Police Funds to cover their expenses.

Jim Nelson moved to approve the out-of-state travel, and Harvan Conrad seconded the motion.

Mayor Rumpf requested a Roll Call Vote:

James Nelson: Aye

Harvan Conrad: Aye

Donna Dawson: Nay

Clark Brown: Aye

The motion was carried by majority.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF GRANT AGREEMENT #A23H-2064 BETWEEN THE VILLAGE OF MAGDALENA AND THE STATE OF NEW MEXICO DEPARTMENT OF AGING AND LONG-TERM SERVICES FUND 89200 CAPITAL APPROPRIATION PROJECT FOR \$108,000 FOR THE MAGDALENA SENIOR CENTER TO PURCHASE AND INSTALL MEALS EQUIPMENT AND OTHER EQUIPMENT

Mayor Rumpf reported that Clerk/Treasurer Juanita Puente has been working with ALTSD-Consuelo Holdridge on the "Scope of Work" to make changes for the better interest of the Senior Center. Mayor Rumpf is working on another Grant for a Hot & Cold Food Truck for \$72,000 to accommodate food deliveries. Also, there should be an addition to the building eventually and both bathrooms also need repairs. We are also installing a new carport on concrete and replacing some windows. Mayor Rumpf reported that they are also installing a wind break by the front entrance on the south side of the building.

Donna Dawson moved to approve the Grant for \$108,000 for the Senior Center, and Clark Brown seconded the motion.

Mayor Rumpf requested a Roll Call Vote:

James Nelson: Aye

Harvan Conrad: Aye

Donna Dawson: Aye

Clark Brown: Aye

The motion carried unanimously.

PUBLIC INPUT – 1 TOPIC PER PERSON - 3 MINUTE LIMIT

PUBLIC COMMENT MAY BE MADE IN PERSON OR VIA EMAIL (IF LESS THAN 3 MINUTES). EMAIL COMMENTS MAY BE MADE BY EMAILING COMMENTS TO: clerk@villageofmagdalena.com and/or mayor@villageofmagdalena.com THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, MARCH 25, 2024, AT 12:00 PM. EMAILED PUBLIC COMMENT MUST CONTAIN THE AUTHOR'S NAME AND PHYSICAL ADDRESS AND WILL BE ENTERED AND/OR READ INTO THE MEETING MINUTES

Michael Thompson shared that he works with the Friends of the Library. He stated that things are in the very early stages, but they are looking for another space because more storage is needed, and more room is needed to host events. Jim Nelson asked if they are looking to build an annex, Michael Thompson stated that they are, and they are also looking for donations to transport another building near the library. Donna Dawson mentioned reviewing the Village's ICIP for a new library and turning the current library into a museum. Michael Thompson wanted to know if there are any objections to them looking into this idea, there were no objections.

ADJOURNMENT: Donna Dawson moved to adjourn the meeting at 5:29 pm, Clark Brown seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Juanita Puente
Clerk/Treasurer

Richard Rumpf
Mayor

Carleen Gomez

From: James Nelson <jcnelson@gilanet.com>
Sent: Wednesday, April 3, 2024 3:18 PM
To: Carleen Gomez
Subject: Re: DEPARTMENT REPORTS DUE

14 EMS calls in March.

Magdalena Marshal's Office

Monthly Report	<u>Month: MAR 2024</u>	<u>Year: 2023</u>
Marshal Zamora	ID#:Mag-1	
Total Miles Driven:		
<u>GENERAL CALLS:</u>	<u>AMOUNT</u>	<u>REVENUE</u>
TRAFFIC CITATIONS: Village Ordinances	1	59
TRAFFIC CITATIONS: State Statutes		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS	3	
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS		
FELONY ARRESTS	0	
MISDEMEANOR ARRESTS		
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS	2	
JUVENILE CASES		
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY	0	
<u>ASSISTANCE CALLS:</u>		
AMBULANCE/FIRE	0	
PUBLIC SERVICE	10	
NM STATE POLICE	0	
SHERIFF'S OFFICE	0	
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
<u>OTHER:</u>		
ALARM CALLS	0	
FINGERPRINTING		
Driving Tests	1	
Misc. Cases	10	
<u>TOTALS:</u>	27	59

MAGDALENA MARSHAL DEPARTMENT
MONTHLY VEHICLE EXPENDITURE REPORT
 For the month of : **MAR** Year: **2024**

License Number: _____
 Make and Model: **FORD E3XP 2021**

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

Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuel Gallons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1								01 Chassis Maintenance
2								02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair 15
10								11 Wash and Wax
11	12988	13179	191	15.5	62.05			(Attach Copy of Invoices)
12								Invoice No.: _____ Amt.\$ _____
13								10
14								Invoice No.: _____ Amt.\$ _____
15								Date
16								Invoice No.: _____ Amt.\$ _____
17								Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$ _____
19								Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$ _____
21								Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24								Invoice No.: _____ Amt.\$ _____
25	13179	13326	147	14.2	48.25			Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$ _____
29								Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31								
Totals			338	29.7	110.3			

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

Signature:  Title: **MARSHAL**

Magdalena Marshal's Office

Monthly Report	Month: MARCH 2024	
	ID# Mag 2	Capt. Waterman
Total Miles Driven:	221.8	
<u>GENERAL CALLS:</u>	<u>AMOUNT</u>	<u>REVENUE</u>
TRAFFIC CITATIONS: Village Ordinances	6	\$324
TRAFFIC CITATIONS: State Statutes	0	
CRIMINAL CITATIONS	0	
ANIMAL CONTROL CITATIONS	0	
TRAFFIC ACCIDENTS	0	
D.W.I. ARRESTS	0	
FELONY ARRESTS	0	
MISDEMEANOR ARRESTS	1	
12 HOUR HOLD ARREST	0	
CRIMINAL INVESTIGATIONS	0	
JUVENILE CASES	0	
DOMESTIC CASES	0	
CRIMINAL DAMAGE / PROPERTY	0	
<u>ASSISTANCE CALLS:</u>		
AMBULANCE/FIRE	0	
PUBLIC SERVICE	0	
NM STATE POLICE	0	
SHERIFF'S OFFICE	0	
NM GAME & FISH	0	
NM LIVESTOCK BOARD	0	
US BORDER PATROL	0	
US FOREST SERVICE	0	
<u>OTHER:</u>		
ALARM CALLS	0	
FINGERPRINTING	0	
Driving Tests	1	
Misc. Cases		
VW/PR	2	
<u>TOTALS:</u>	10	\$324

MAGDALENA MARSHAL DEPARTMENT

MONTHLY VEHICLE EXPENDITURE REPORT

For the month of : March Year: 2024

License Number: _____
 Make and Model: FORD F/150

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

Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuel Gallons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1								01 Chassis Maintenance
2								02 Electrical Maintenance
3	727	921	194	14.9	59.6			03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair
10	924	1070	149	13.53	54			11 Wash and Wax
11								(Attach Copy of Invoices)
12								Invoice No.: _____ Amt.\$ _____
13								10
14								Invoice No.: _____ Amt.\$ _____
15								Date _____
16								Invoice No.: _____ Amt.\$ _____
17	1070	1270	200	14.9	59.7			Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$ _____
19								Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$ _____
21								Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24	1270	1420	150	12.15	\$48.50			Invoice No.: _____ Amt.\$ _____
25								Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$ _____
29								Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31								
Totals			693	55.48	221.8			

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

Signature:  Title: CAPTAIN

MAGDALENA MARSHAL DEPARTMENT
MONTHLY VEHICLE EXPENDITURE REPORT
 For the month of : MARCH Year: 2024

License Number: _____
 Make and Model: DODGE RAM

Report Due In NO LATER THAN THE 10th OF THE MONTH								
Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuel Gallons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1	11868	11970	102					01 Chassis Maintenance
2	11970	12085	115	21.01	69.3			02 Electrical Maintenance
3	12085	12202	117					03 Engine Maintenance
4	12202	12313	111					04 General Supplies
5	12313	12411	98	21.22	72.11			05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8	12411	12477	66					09 Tire Purchase
9	12477	12617	140	21.22	72.12			10 Tire Repair 15
10	12617	12707	90					11 Wash and Wax
11	12707	12838	131					(Attach Copy of Invoices)
12	12838	12920	82	21.48	73			Invoice No.: _____ Amt.\$
13								10
14								Invoice No.: _____ Amt.\$
15	12920	13011	91					Date
16	13011	13165	154	18.96	66.36			Invoice No.: _____ Amt.\$
17	13165	13263	98					Code: _____ Date: _____
18	13263	13365	102					Invoice No.: _____ Amt.\$
19	13365	13434	69	22.53	81.09			Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$
21								Code: _____ Date: _____
22	13434	13533	99					Invoice No.: _____ Amt.\$
23	13533	13631	98					Code: _____ Date: _____
24	13631	13740	109	22.71	81.72			Invoice No.: _____ Amt.\$
25								Code: _____ Date: _____
26	13740	14104	364	22.82	76.42			Invoice No.: _____ Amt.\$
27								Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$
29	14104	14217	113					Code: _____ Date: _____
30	14217	14312	95					Invoice No.: _____ Amt.\$
31	14312	14453	141	22.65	81.53			
Totals								

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

Signature: *[Signature]* M. S.

Title: Deputy



March Utilities Report

- 1) Daily well rounds and screen cleaning.
- 2) Fixed potholes on Kelly road.
- 3) Picked up cardboard and was taking to Socorro recycle.
- 4) Fixed roads
- 5) Jetted sewer lines and worked on backups.
- 6) Replaced broken meters and lines.
- 7) . marked water lines and sewer lines for fiber optic line.
- 8) . clean up around the lagoons.
- 9) Worked on the street sweeper and dump trucks .
- 10) Did new water accounts and water shut offs.
- 11) Cleaned up the utility yard.
- 12) Put new chlorine in the wells.
- 13) . Did water samples and were good.

Librarian's Report MARCH 2024

Days Open	21.5 (3 hours OFF 3/29)	# of Volunteers	6
Days Closed	3 hrs	Volunteer Hours	31
Total Visitors	416	Museum Pass	0
Museum Visitors	37	New Library Cards	7

Events:

Number of Events:	11	Attendance:	169
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Date:		# of People:
3/2/2024	Dr. Seuss Birthday	27 A
3/9/2024	Cynthia Shetter KDP	9 A
3/7/2024	FOL Meeting	5 A
3/7/2024	Board Meeting	5A
3/16/2024	Theresa Schmieder Africa presentation	7 A
3/19/2024	2 nd Grade Stamps and Collage OFFSITE	10K 2 A
3/20/2024	Pre K Dots Collage Owl Book OFFSITE	12K 2A
3/21/2024	Jubilee / Paul Harden Kelly Tour & pres.	22 A
3/23/2024	Margaret Di Bella Metal Stenciling	3 K 12A
3/28/2023	Book Club	4 A
3/30/2024	Dennis Inman/Doug Meiklejohn	52A

Circulation

PHYSICAL		DIGITAL	
# of Books	77	# of eBooks	92
# of Books on CD	2	# of Online Audio	47
# of DVDs	78		
Total Physical	157	Total Digital	139
Total Circulation			
ILL Processed	7 books & 10 articles		

Computers/Wi-Fi

# Computer Sign ins	21
Total Unique Wi-Fi Devices	112
Avg. # Wi-Fi Devices per day	24
Avg. Data Usage per Device	1.91

Other:

Very Grateful to Rep. Gail Armstrong for securing \$40.000 funding for HVAC improvements and replacement, as well as Sen. Crystal Diamond Brantley for securing \$85.000 funding to replace the deck at the Library.

MAINTENANCE ISSUES:

The sink in the ladies restroom still not draining. Extraction fan also nonfunctional since I have been here.

**Respectfully Submitted,
Yvonne Magener,
Library Director**



RESOLUTION NO. 2024-04

RESOLUTION OF SPONSORSHIP FOR A TRANSPORTATION PROJECT FUND APPLICATION AND MATCH WAIVER REQUEST

- WHEREAS,** The Village of Magdalena, New Mexico, is a municipal corporation, and has the legal authority to apply for, receive, and administer state funds; and
- WHEREAS,** The Village of Magdalena is submitting an application for Fiscal Year 2025 Transportation Project Fund in the amount of \$442,000;
- WHEREAS;** The Village of Magdalena intends to request a waiver for the matching fund requirement if the option is available, and;
- WHEREAS,** The Village of Magdalena will commit to the 5% match or \$22,100 for this project if the match waiver is not available and;
- WHEREAS,** The Village of Magdalena agrees to pay any costs that exceed the project amount if the application is selected for funding, and;
- WHEREAS,** The 10th Street from Spruce St. to NM107, Planning and Design are an eligible project under the New Mexico Transportation Project Fund requirements, and;
- WHEREAS,** This street is considered a major local service street by the Village of Magdalena, and;
- WHEREAS,** The New Mexico Department of Transportation requests, as part of the application procedure, passage, and submittal of a local government resolution of support for the project.

NOW THEREFORE, BE IT RESOLVED THAT, the Village of Magdalena supports the preparation and submittal of an application in accordance with the procedures established by the New Mexico Department of Transportation and the state of New Mexico, with Richard Rumpf, Mayor to submit the application on behalf of the Village of Magdalena.

PASSED, APPROVED, AND ADOPTED this __8th__ day of April 2024.

Richard Rumpf, Mayor

ATTEST:

Juanita Puente

Clerk Treasurer



Project Oversight Division
New Mexico Department of Transportation
1120 Cerrillos Road
Santa Fe, New Mexico 87505
Submitted via NMDOT's FTP

**RE: Village of Magdalena
2025 Transportation Project Fund Application**

To Whom It May Concern:

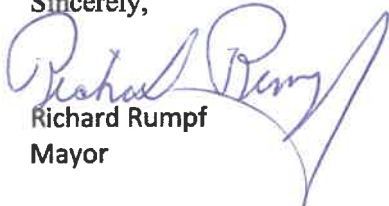
The Village of Magdalena is submitting an application for the FY24 Transportation Project Fund (TPF), for the 10 Street from Spruce St. to NM107 for Planning and Design. This street is a major local service street. The cost of the project per the Engineer's Estimate is \$442,000. The requested funding would fund the entire design project.

This project consists of Planning and Design.

If Village of Magdalena received these funds, the project would start within 3 months, and Design is anticipated to be completed within 18 months. The town is currently under a Professional Services Agreement with Bohannon Huston Inc (BHI) specific to the project. The entire extent of the project is within locally owned right-of-way.

If you have any questions, please contact Richard Rumpf, Mayor at mayor@villageofmagdalena.com or 575-854-2261.

Sincerely,



Richard Rumpf
Mayor

GENERAL INFORMATION

Preparation Date: March 12, 2024 Project Title: 10th Street

Requesting T/LPA: Village of Magdalena Is there an approved Governing Body resolution for
(Applicant) this application
 YES NO PENDING If pending, date
expected _____

Responsible Charge

Name: Richard Rumpf Phone: 575-854-2261

Title: Mayor Email: mayor@villageofmagdalena.com

PROJECT DESCRIPTION

Project Type (Check all that apply):

- ROADWAY BRIDGE SAFETY PLANNING/DESIGN OTHER

If you chose "OTHER" please clarify here: _____

Project Scope: Planning and Design of 10th Street Roadway Improvements

Is the request to address a bridge on the NMDOT's Local Bridge Priority List for Replacement/Rehabilitation?
 NO YES If yes, please indicate bridge #: _____

Is the request to continue or advance a phase of a previous project?
 NO YES If yes, please indicate funding sources and scope of previous phase below.

Funding Source: _____

Previous Phase Project Scope: _____

Completion Date of Previous Phase: _____

Current Phase being requested: _____

Project Location

Route Number and/or Street Name: 10th Street

Project Termini:

Beginning Mile point and/or intersection: Spruce St

Ending Mile point and/or intersection: NM107

Total length of proposed project: 1.0

NOTE: A local government project that is located in full or in part within a department right-of-way or NHS route must be administered in accordance with the "Tribal/Local Public Agency Handbook".

A local government project that ties into, connects or crosses a department right-of-way or an NHS route, or when the project may have an effect on existing improvements within department rights-of-way, requires the approval of the department.

Is the project located in full or in part within a department right-of-way or NHS route?

NO YES If yes, the project must be administered in accordance with the Tribal/Local Public Agency Handbook and follow all requirements and procedures.

Does the project tie into, connect or cross a department right-of-way or an NHS route, or will the project have an effect on existing improvements within a NMDOT right-of-way? "Letter of Approval" from the NMDOT District Engineer?

NO YES If yes, a "Letter of Approval" is required from the NMDOT District Engineer.

Will the project impact known environmental and/or cultural resources?

NO YES If yes, please clarify _____

Is this project tied to any past or future federal funding?

NO YES If yes, please identify _____

NO YES Does the Local Entity intend to apply for Match Waiver Funding?

Project Phases to be included in request (Check all that apply):

PLANNING

PRELIMINARY ENGINEERING/DESIGN

CONSTRUCTION

CONSTRUCTION MANAGEMENT & TESTING

*RIGHT OF WAY ACQUISITION**

* Projects that are for ROW acquisition will need to follow NMDOT ROW acquisition requirements if the entity intends to utilize federal funding in any subsequent project phase.

Topics to discuss during all PFF meetings:

- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Does the T/LPA have the minimum match required for the project? If not, does the T/LPA intend to apply for a match waiver?
- Does the T/LPA have a good track record for responsible use/tracking of state funds? Have they met closeout deadlines? Have they successfully completed other state funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

Additional topics to discuss during PFF meetings ONLY if project is on or intersects with an NMDOT or NHS route:

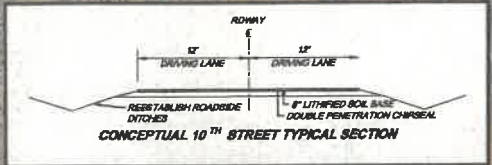
- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- Is the project within NMDOT ROW? If so, does the district support the project?
 - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA must follow the NMDOT specifications as outlined in the “Specs for Highway and Bridge Construction” unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.

PROJECT COSTS:

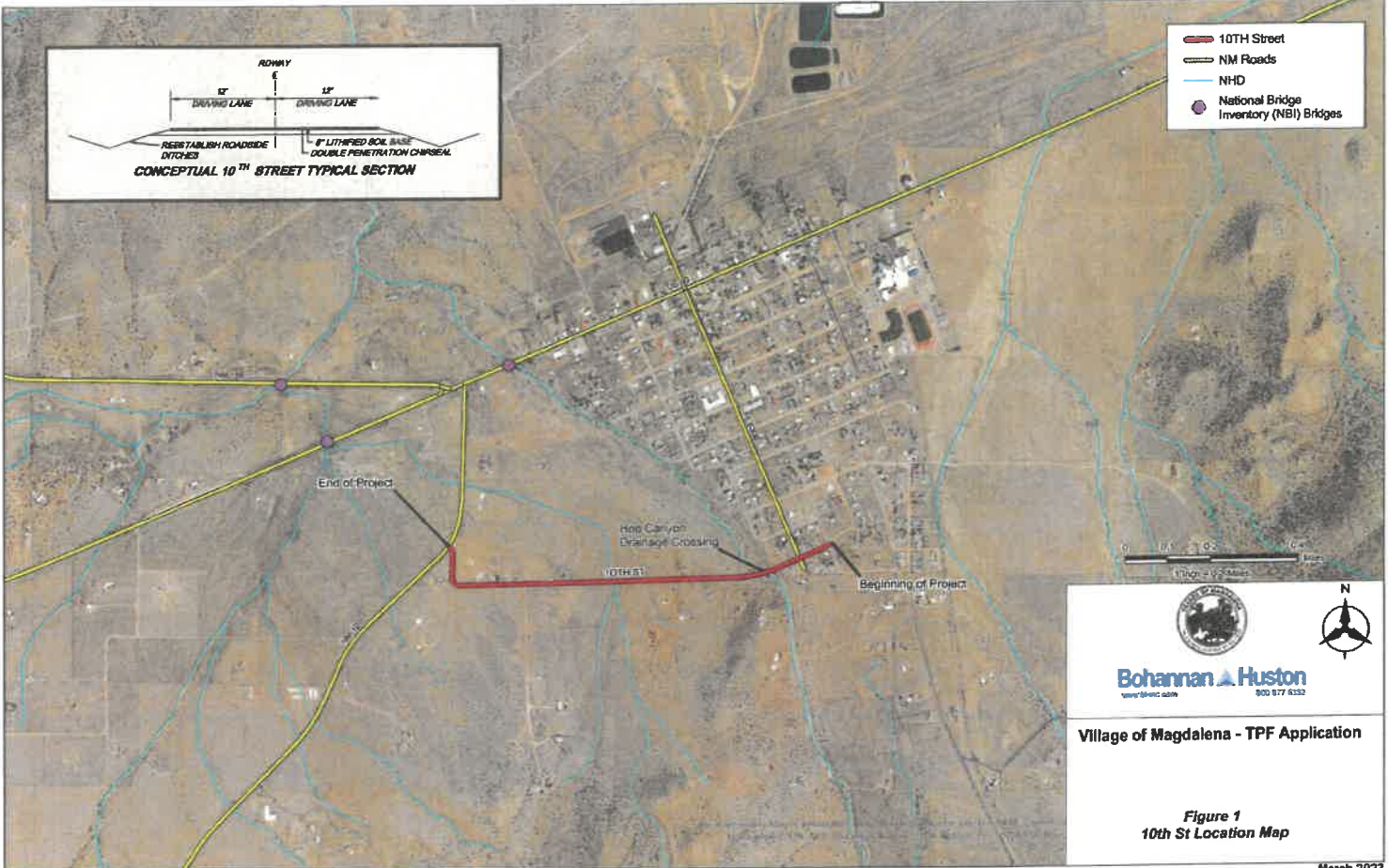
Column A (Not Phased)			Column B (Phased)	
If project is not phased, complete column A only. If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			Total Phases No. (1, 2, 3, I, II, III, etc.): 2	
			The amount below represents the cost of the entire project and will be greater than Column A.	
			Total Project Cost: \$4,719,000	
Percentage Estimates:			Phased projects are usually large and divided into parts or phases. Please clarify how the requested project funding relates to the total overall project. Identify future phases and estimated costs. Phase 1 is for design and Phase 2 is for Construction for \$4.270 M.	
Total Local Match	5%	\$22,100		
Total State Share	95%	\$419,900		
Total cost	100%	\$442,000		

T/LPA REVIEW:				
By:	Date:	Recommended:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NMDOT DISTRICT REVIEW:				
By:	Date:	Recommended:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<u>NMDOT District comments.</u>
<u>NMDOT Environmental Bureau comments.</u>



- 10TH Street
- NM Roads
- NHD
- National Bridge Inventory (NBI) Bridges



Bohannon & Huston
www.bhac.com 800.877.6332

Village of Magdalena - TPF Application

Figure 1
10th St Location Map

© Magdalena, Village of (80564)04-Primo2023 TPF Application\Figures\Arc\Figures\Figures.aprx
Author: Jasberlin

Chalmers Ford

PROPOSAL

2500 Rio Rancho Blvd
 Rio Rancho, NM 87124

QUOTE TO: Village Magdalena
 PO Box 145
 Magdalena NM 87825

SHIPPED TO: **2024 Ford F-250 Crew Cab 4x4- Oxford White**
 176" SRW

PROPOSAL # 040424-1
 PROPOSAL DATE April 4, 2024
 MEMBER PO #.
 CES PO#
 TERMS Due on Receipt
 SALES REP Art Archuleta
 SHIPPED VIA Pick UP
 F.O.B.
 PREPAID or COLLECT

Sales Tax Rate:

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
Statewide Price Agreement #: 00-00000-20-00088			
1	Item #12 pickup, 3/4 ton, crew cab, 4x4	\$ 47,892.00	\$ 47,892.00
	Options:		\$ -
1	I: Liner	\$ 695.00	\$ 695.00
1	O: Cruise Control	\$ 200.00	\$ 200.00
1	AM: Locking Rear Differential	\$ 690.00	\$ 690.00
1	AY: Remote Keyless Entry	\$ 200.00	\$ 200.00
1	AP: Mirrors: Tow, Trailer, power	\$ 495.00	\$ 495.00
1	BA: Running Boards	\$ 980.00	\$ 980.00
1	BT: Trailer Brake Controller, Factory	\$ 460.00	\$ 460.00
1	BV: Trailer Towing Package, class 4 Receiver hitch, less ball mount	\$ 1,250.00	\$ 1,250.00
			\$ -
			\$ -
			\$ -
Unit in stock Subject to Prior Sale		SUBTOTAL	52,862.00
Valid for 30 days #48466		TAX	0.00
		FREIGHT	
			\$52,862.00
			PAY THIS AMOUNT

DIRECT ALL INQUIRIES TO:
 Art Archuleta
 505-705-5152
aarchuleta@chalmersford.com



**Village of Magdalena
Request for Quote
Audit Services
Due Date: April 4, 2024**



Beasley, Mitchell & Co.

Certified Public Accountants

April 4, 2024

Carleen Gomez, Deputy Clerk
Mayor Richard Rumpf
Village of Magdalena
Re: Cost Proposal for Audit Services

Dear Ms. Carleen Gomez,

I am pleased to present our quote to perform the audit services for the Village of Magdalena for the year ended June 30, 2023 and 2024.

We take pride in our service and are confident that you will find our services to be of the highest degree of professionalism and quality. I believe that with our experience and overall knowledge and audit experience, we are an excellent choice for the School. This quote is valid for sixty (60) days after the deadline for submission of bid.

We look forward to building such a relationship with you. If you have any questions, please at 915-831-9253 or by e-mail at garciadp@bmc-cpa.com.

Very truly yours,

Dahlia Garcia, CPA
Partner

TEAM QUALIFICATIONS AND EXPERIENCE

Competence is derived from a combination of education and experience. All the employees at Beasley, Mitchell & Co. are evaluated and assigned to projects that are within their level of education and experience. As a result, the Village of Magdalena will work with competent, technical employees that will provide quality service. Beasley, Mitchell & Co., LLP currently provides Auditing and Assurance services to over 50 clients. Among these, we have extensive experience in financial statement audits, evaluations of internal control, compliance audits, single audits, agreed upon procedures, and program specific audits for various schools. Furthermore, the audit supervisor has received continuing education specific to auditing school districts.

Beasley, Mitchell & Co., LLP believes staff continuity provides better services to our clients. We realize that continued use of new staff on engagements results in additional work and time spent by both the firm and the client, so we strive to limit the turnover in staffing. The firm has experienced low turnover rates in its auditing and accounting practice.

OUR SERVICE TEAM FOR THE VILLAGE OF MAGDALENA

Audit team assigned to the Village:

- Brad Beasley, CPA, CGMA, Partner
- Dahlia Garcia, CPA, Partner
- Isaac Mendoza, Senior Auditor
- Carmen Spivey, Staff Auditor II
- Cheryl Daily, Staff Accountant II
- Rashel Lopez, Staff Accountant I

Qualifications found on next page

"Diversity, Training, Relationships. Auditing is not just a job, it's a resource with Beasley, Mitchell & Co."
- Daniela Johnson, Village Clerk, Village of Mosquero

TEAM QUALIFICATIONS AND EXPERIENCE (Continued)

Brad M. Beasley, CPA, CGMA, Partner



Qualifications

Brad has been with Beasley, Mitchell & Co. since 2004, and a partner since 2008. At Beasley, Mitchell & Co., Brad manages the Audit and Assurance practice and provides accounting and tax services to a broad range of clients with concentration in Government, not-for-Profit, and commercial and residential construction. He worked in Internal Audit and SEC compliance while working in the gaming industry for Harrah's Entertainment (now Caesars' Entertainment). Brad has serviced many entities including Burrell College of Osteopathic Medicine, City of Portales, Hidalgo County, City of Sunland Park and many more. He serves on the AICPA Assurance Services Executive Committee and is on the Audit Committee of New Mexico State University. Brad has well over 120 hours of CPE in the last 3 years, which includes 36 hours of yellow book CPE.

Dahlia Garcia, CPA, Partner



Qualifications

Dahlia serves as a Partner in the assurance and audit department, having joined Beasley, Mitchell & Co., LLP in 2015 after working for four years at an accounting firm in El Paso. She has not-for-profit and governmental experience, and receives extensive yellow book training on a regular basis. Dahlia has provided external audit, risk assessment, and control assurance to many not for profit organizations. Dahlia has been auditing not for profit organizations since 2011 and manages a large book of business. Dahlia has serviced many entities including Texas Panhandle Center, Mosquero Municipal Schools, Dexter Consolidated Schools, Roy Municipal Schools, Children in Need of Services, Northern Apache County Special Healthcare District, and many more. Dahlia has well over 120 hours of CPE in the last 3 years, which includes over 60 hours of yellow book CPE.

TEAM QUALIFICATIONS AND EXPERIENCE (Continued)

Isaac Mendoza, Senior Auditor



Qualifications

Isaac Mendoza serves as a staff auditor in the assurance and audit department, having joined Beasley, Mitchell & Co., LLP as an intern in 2020 and promoted to Staff in 2021. Isaac has held leadership positions as an accounting tutoring lab assistant and is in the process of obtaining his CPA license. He has for profit, not-for-profit and governmental experience, and receives yellow book training on a regular basis. Isaac has serviced Town of Edgewood, Hondo Valley Public Schools, Roy Municipal Schools and many more. Isaac has well over 60 hours of CPE in the last two years, which includes 37 hours of yellow book CPE.

Carmen Spivey, Staff Auditor II



Qualifications

Carmen serves as a staff auditor in the assurance and audit department, having joined Beasley, Mitchell & Co., LLP as an intern in early 2021 and promoted to Staff in mid 2021. Carmen recently obtained her bachelor's degree in Accountancy and is currently working towards her Masters. She is also in the process of obtaining her CPA license. She receives yellow book training on a regular basis. Carmen has serviced Town of Mesilla, Center of Excellence, Northern Apache Count Special Health Care District and several other small entities.

Cheryl Dailey, Staff Auditor II



Qualifications

Cheryl serves as a Staff Auditor in the assurance and audit department, having joined Beasley, Mitchell & Co. in March 2022. Cheryl is a graduate of the University of Texas at El Paso earning a bachelor's degree in Accounting in May 2010 and is in the process of obtaining her CPA license. Cheryl previously worked for three years as a staff auditor for another firm and then for another eight years in the private sector, providing various services which include grant accounting and reporting, review of financial statements, and corporate tax. She has for profit, not-for-profit and governmental experience, and receives yellow book training on a regular basis. Cheryl has serviced Village of Cuba, Village of Magdalena, Mosquero Municipal Schools and many more.

Rashel Lopez, Staff Accountant I



Qualifications

Rashel is a Staff Auditor in the assurance and audit department at Beasley, Mitchell & Co. She started as an audit intern in February 2022 and became a full-time employee in June 2023. Rashel graduated from New Mexico State University with a bachelor's degree in Accounting in May 2023 and is currently working towards obtaining her CPA license. She has experience working with for-profit, not-for-profit, and governmental organizations, and receives regular yellow book training. Rashel has provided auditing services to various clients, including Town of Hurley, Hidalgo County, Children in Need of Services, Vaughn Municipal Schools, and City of Sunland Park.

PROPOSED FEES

SERVICES OFFERED AND RELATED FEES

Proposed Fees for 2024 & 2025		
	Hours	Cost
Financial Statement Audit	70	\$ 12,950
Financial Statement Preparation	30	5,500
Sub-total	100	18,500
Tax		1,596
Total	100	\$ 20,096

These fees are fixed, if the professional effort required differs from our estimate because of our mismanagement of the resources, the Village of Magdalena is not at risk. We do not bill in excess of our quoted fees. From time to time, you may have a question or issue that you would like to discuss immediately. We are always available via phone or email. We are prompt in responding to your needs and are able to respond quickly to both routine requests and requests for special services. We anticipate a customary level of incidental questions and research, which is provided at no additional charge. For special projects, in a manner similar to our proposal for the audit, we can provide fixed price bid(s) for each project as requested.

