



## 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](http://WWW.VILLAGEOFMAGDALENA.COM)

### AGENDA

NOTICE OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES  
MONDAY, APRIL 13, 2026, 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 & ESTABLISHMENT OF QUORUM
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - a. REGULAR MEETING – MARCH 23, 2026
6. MAYOR'S REPORT
7. CLERK'S REPORT
8. DEPARTMENT REPORTS
  - a. EMS
  - b. FIRE
  - c. MARSHAL
  - d. JUDGE
  - e. PUBLIC WORKS
  - f. LIBRARY
9. DISCUSSION & POSSIBLE DECISION REGARDING MUTUAL AID AGREEMENT BETWEEN ASSOCIATED UNIVERSITIES, INC., MANAGING THE NATIONAL RADIO ASTRONOMY OBSERVATORY (NRAO) VERY LARGE ARRAY (VLA), A FACILITY OF THE NATIONAL SCIENCE FOUNDATION, AND THE VILLAGE OF MAGDALENA INVOLVING LAW ENFORCEMENT SERVICES
10. DISCUSSION & POSSIBLE DECISION REGARDING NEW MEXICO FINANCE AUTHORITY LOAN FOR WASTEWATER POND #5 REFURBISHMENT

11. CATHERINE DEMARIA – APPROVAL OF LODGER’S TAX REQUEST FOR THE ART MAGDALENA GALLERY & STUDIO TOUR & MAGDALENA PACK BURRO RACE IN THE AMOUNT OF \$1,570 TO BE HELD ON MAY 16<sup>TH</sup> & 17<sup>TH</sup>
12. JIM SAUER – KID’S SCIENCE CAFÉ APPROVAL OF LODGER’S TAX REQUEST FOR THE HWY 60 CAR SHOW & MOTORCYCLE RALLY IN THE AMOUNT OF \$782.50 TO BE HELD ON JUNE 15<sup>TH</sup>
13. JIM SAUER – MAGDALENA CHAMBER OF COMMERCE APPROVAL OF LODGER’S TAX REQUEST FOR THE MAGDALENA FRONTIER FESTIVAL IN THE AMOUNT OF \$1,250 TO BE HELD ON JUNE 27<sup>TH</sup>
14. JOHN LEE & WINI LABRECQUE – MAGDALENA CHAMBER OF COMMERCE APPROVAL OF LODGER’S TAX REQUEST FOR MAGDALENA FRONTIER FESTIVAL IN THE AMOUNT OF \$7,200 TO BE HELD ON JUNE 27<sup>TH</sup>
15. DISCUSSION & APPROVAL OF CHANGES TO UTILITY DEPARTMENT JOB DESCRIPTIONS
16. EXECUTIVE SESSION – THE FOLLOWING MATTERS WILL BE DISCUSSED IN CLOSED SESSION: MOTION & ROLL CALL VOTE TO GO INTO EXECUTIVE SESSION AND THAT, PURSUANT TO NEW MEXICO STATE STATUTES SECTION 10-15-1. ONLY THE FOLLOWING MATTER WILL BE DISCUSSED IN CLOSED SESSION:
  1. ONLY THE FOLLOWING MATTER WILL BE DISCUSSED IN CLOSED SESSION:
    - a. NMSA 10-15-1(H)(2) LIMITED PERSONNEL MATTERS
      - i. KITCHEN HELPER/DRIVER - HIRING
        - MOTION & ROLL CALL VOTE TO RETURN TO THE REGULAR SESSION
        - MOTION & ROLL CALL VOTE THAT MATTERS DISCUSSED IN CLOSED SESSION WERE LIMITED TO THOSE SPECIFIED IN MOTION FOR CLOSURE, AND THAT NO FINAL ACTION WAS TAKEN, AS PER NEW MEXICO STATUTES SECTION 10-15-1
17. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL TO HIRE MAGDALENA SENIOR CENTER KITCHEN HELPER/DRIVER
18. INPUT FROM VILLAGE OF MAGDALENA MAYOR & BOARD OF TRUSTEES
19. PUBLIC INPUT – 1 TOPIC PER PERSON - 3 MINUTE LIMIT

**PUBLIC COMMENT MAY BE MADE IN PERSON OR VIA EMAIL (IF LESS THAN 3 MINUTES). EMAIL COMMENTS MAY BE MADE BY EMAILING COMMENTS TO: [clerk@villageofmagdalena.com](mailto:clerk@villageofmagdalena.com) and/or [mayor@villageofmagdalena.com](mailto:mayor@villageofmagdalena.com) THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, APRIL 13, 2026, AT 12:00 PM. THE EMAILED PUBLIC COMMENT MUST CONTAIN THE AUTHOR’S NAME AND PHYSICAL ADDRESS AND WILL BE ENTERED AND/OR READ INTO THE MEETING MINUTES**

## 20. ADJOURNMENT

*NOTE: THIS AGENDA IS SUBJECT TO REVISION FOR 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 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 OR VIA EMAIL AT [CLERK@VILLAGEOFMAGDALENA.COM](mailto:CLERK@VILLAGEOFMAGDALENA.COM) 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 23, 2026, 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=MVE4QjdR2NQVFozQnZMbTlaRUtrQT09>

**Meeting ID: 284 869 4212**

**Passcode: MAGDALENA**

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

**PRESENT:** Mayor Michael Thompson, Trustee James Nelson, Trustee Teri Winchester, Trustee Pete Emery, Juanita Puente-Clerk/Treasurer, Carleen Gomez—Deputy Clerk

**ABSENT:** Trustee Donna Dawson & Attorney Jared Najjar

**PARTICIPATING VIA ZOOM VIDEO CONFERENCE:** Michael Steininger, Regina Barnett, Renee Baca

**GUESTS:** Ray Olmstead, Melissa Olmsted, Wini Labrecque, John Labrecque, Judith Shamosh, Aimee Thompson, John Lee, Julian Swain & Deborah Lawless-Assistant Clerk II

**PLEDGE OF ALLEGIANCE:** Mayor Michael Thompson requested that Trustee Pete Emery lead the gallery in reciting the Pledge of Allegiance.

**APPROVAL OF AGENDA:** Mayor Thompson asked for approval of the agenda. All Trustees present were in unanimous agreement of the approval of the agenda.

**APPROVAL OF MINUTES:** Mayor Thompson asked for approval of the regular meeting minutes of March 9, 2026. All Trustees present were in unanimous agreement of the approval of the minutes as presented.

## **MAYOR'S REPORT:**

Mayor Thompson had 5 items to go over.

1. The rate study came in, and we will be looking to amend and increase the utility rates. It has been sent to the Village Attorney for review.
2. Information was received from Ray Martinez regarding paving the dirt streets within the Village. There should be grants available for 75% state/ 25% community match. There also may be hardship waivers available. We have 6 miles of dirt roads that would take approximately 2 years to complete. Half would be paved the first year and the other half would be paved in the second year. Mayor Thompson inquired about going forward with searching for grants to do this type of project. Trustee Pete Emery thinks it would be best to get a quote 1<sup>st</sup> to see the feasibility.
3. Mayor Thompson and Clerk/Treasurer Juanita Puente met with Mr. Allen Fugler from New Mexico Self-Insurers Fund regarding properties, vehicles and equipment that are insured for the Village. They were able to find several discrepancies that will affect the Village's invoice for the next fiscal year. Review of Insurance coverage should be completed annually. Everything will be covered but the rates won't change until the next fiscal year.

4. Edmund Apachito has resigned as driver at the Senior Center. He will be working for the Forest Service.
5. Mayor Thompson found another contractor for the Library Deck, but the contractor decided not to complete a bid due to the low amount of funding we have available.

#### **CLERK'S REPORT:**

Clerk/Treasurer Juanita Puente reported that she found \$2,000 for Library paint. She has been working on Insurance and Quarterly Reports.

#### **JOHN LEE - UPDATE ON PLANNING & DISCUSSION OF FUNDING NEEDS FOR THE MAGDALENA FRONTIER DAY TO BE HELD ON JUNE 27, 2026 & UPDATE ON LAST YEARS EVENT**

Dr. John Lee introduced himself as the current President of the Magdalena Chamber of Commerce and a member of the committee for the Frontier Day Event coming up on June 27, 2026.

Dr. Lee and Mrs. Wini Labrecque went over the expenses for this event from last year and the new/extended events they would like to plan for this year. They are trying to put together a budget and need to know if the Village will be able to provide any type of funding for the events, including portable toilets, advertising, etc. This would be in addition to the fund raisers they have planned.

#### **INPUT FROM VILLAGE OF MAGDALENA MAYOR & BOARD OF TRUSTEES**

Mayor Thompson wanted to let everyone know that the cold mix needed to fix Ash Street near Second Street would be in by next Wednesday, so the repair will be underway shortly thereafter.

Trustee Jim Nelson inquired as to how it is heated. He was told that a propane torch is used to heat up the mix and make it pliable to use for the street repairs.

Trustee Teri Winchester stated that 3/16/2026 was the day for the Senior Center Public Hearing. Some of the attendees were Gail Armstrong – State Representative, The AAA Representative and County Commissioner Phillip Montoya. The big question that came up was transportation for seniors to go to and from doctors' appointments. She was able to obtain volunteer transporters as a possible solution.

Teri Winchester stated that on Friday, March 20<sup>th</sup> she and Trustee Pete Emery had an informational meeting at the library. She had a question regarding summertime sewer rates. After she got some clarification from the Utility Ordinance, she was able determine that we do not charge as much during the summer months for sewer. They would like to have these types of meetings on a regular basis.

Trustee Pete Emery commented on the Water Committee. He stated that the Rural Water Association has sent over spreadsheets. He has suggested to increase our "level of service" by initiating a text thread similar to the one in place for the City of Socorro. It is called FINAL SITE and is used as a communication source for the residents of Socorro who opt in. The price seems good for what they offer. Presently, The City of Socorro is paying \$1,300 annually. Another comment was regarding the fire hydrants throughout the Village. The last time there was a flow test was on 9/17/2024. Pete Emery stated that the hydrants need to be lubricated with vegetable oil, and they need reflective tape to be placed on each one so they can be seen at night.

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

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Ray Olstead commented on the fact that Ash Street is still a major problem and now he has people driving through his yard to get around the problem.

Julian Swain asked if there is any type of funding to clean up and beautify the village for curb appeal. Mayor Thompson stated that he had been studying our previous RAID Grants to see if there is something we can do.

**ADJOURNMENT**

Trustee Pete Emery moved to adjourn the meeting at 6:09 pm, and Trustee Teri Winchester seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Juanita Puente  
Clerk/Treasurer

Michael Thompson  
Mayor

Minutes Taken By:

Deborah Lawless  
Assistant Clerk II

## Carleen Gomez

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**From:** MVFD Chief <magvfdchief@gmail.com>  
**Sent:** Wednesday, April 1, 2026 11:44 AM  
**To:** VoM Clerk; Carleen Gomez; Debbie Lawless; Rosemary Wilburn  
**Subject:** MVFD Monthly Dept Report

Good morning, the MVFD responded to one structure fire in the village of Alamo during the month of March.

The Department also underwent annual State Fire Marshall inspection at both stations. An inspection report response with an action plan to address facility improvements as well as equipment and maintenance scores will be implemented in the month of April.

PERA filing for 2025 was submitted and accepted by the agency as complete.

The backup generator install was also finalized and inspected in March.

Thank you,

***Charlie Blaylock, Fire Chief***

Magdalena Volunteer Fire Department

682-999-7097

[magvfdchief@gmail.com](mailto:magvfdchief@gmail.com)

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

**MAGDALENA MARSHAL DEPARTMENT**  
**MONTHLY VEHICLE EXPENDITURE REPORT**  
 For the month of : MARCH Year: 2026

License Number: \_\_\_\_\_  
 Make and Model: FORD E/F 150  
 Training & Maintenance on Units

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	9482	9599	117	14.6	46.88			04 General Supplies
5								05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
								09 Tire Purchase
9								10 Tire Repair 15
10								11 Wash and Wax
11								(Attach Copy of Invoices)
12								Invoice No.: _____ Amt.\$ _____
13								10
14								Invoice No.: _____ Amt.\$ _____
15								Date _____
16								Invoice No.: _____ Amt.\$ _____
17								Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$ _____
19	9599	9793	194	18.6	72.6			Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$ _____
21								Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24								Invoice No.: _____ Amt.\$ _____
25								Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$ _____
29								Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31								
Totals			311	33.2	119.48			

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

Signature:  Title: MARSHAL

MONTHLY March 2026

MARSHAL Zamora

DOG CALLS (2)

WELFARE CHECKS (3)

DISTURBANCE CALLS (1)

SHOTS FIRED (1) FELONY CHARGE

WARRANTS (1)

OBSTRUCTING CHARGES (1)

PUBLIC ASSISTANCE (3)

Medical Transport (1)

Ambulance Assist (2)

Drivers Test (1)

Citations (1) \$90.00

A handwritten signature in black ink, appearing to read "Marshal Zamora", is written over a horizontal line.

**MAGDALENA MARSHAL DEPARTMENT**  
**MONTHLY VEHICLE EXPENDITURE REPORT**  
 For the month of : MARCH Year: 2026

License Number: _____
Make and Model: <u>Ford F150</u>
Training & Maintenance on Units

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	34857	35126	269	18.7	60.01			04 General Supplies
5	35126	35202	76	6.8	22			05 Interior Maintenance
6	35202	35528	326	19.8	19.8			06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair 15
10	35528	35717	189	14.2	52.58			11 Wash and Wax
11								(Attach Copy of Invoices)
12	35717	35924	207	15.2	56.43			Invoice No.: _____ Amt.\$ _____
13								10
14								Invoice No.: _____ Amt.\$ _____
15								Date _____
16								Invoice No.: _____ Amt.\$ _____
17	35924	36231	307	21.1	82.31			Code: _____ Date: _____
17	36231	36429	198	13.8	52.02			Invoice No.: _____ Amt.\$ _____
19	36429	36648	219	17.37	67.75			Code: _____ Date: _____
20	36648	36807	159	11.51	46.03			Invoice No.: _____ Amt.\$ _____
21	36807	37146	339	20.5	79.02			Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24								Invoice No.: _____ Amt.\$ _____
25								Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28	37146	37383	237	16.4	65.69			Invoice No.: _____ Amt.\$ _____
29								Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31	37383	37478	95	6.2	25.05			
Totals								

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

Signature:  Title: Deputy

# March 2026 Monthly Report

Deputy Malone

Dog calls (1)

Welfare Checks (1)

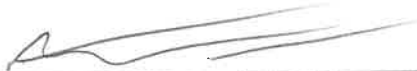
Shots Fired (1) Felony charge filed

Warrants (1)

Public Assistance (12)

Ambulance Assistance (1)

Call For Medical Transport (1)



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## **JUDGE'S REPORT**

**March 2026**

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

**Cases heard in March 2026**

**Nothing to report**

## Librarian's Report March 2026

<b>Days Open</b>	26	<b># of Volunteers</b>	0
<b>Days Closed</b>	0	<b>Volunteer Hours</b>	0
<b>Total Visitors</b>	348	<b>Museum Pass</b>	0
<b>Museum Visitors</b>	10	<b>New Library Cards</b>	5

### Events:

<b>Number of Events:</b>	15	<b>Attendance:</b>	149
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<b>Date:</b>		<b># of People:</b>
3/2	Photo club	5
3/4	Photo club	5
3/5	Library board mtg	5
3/9	Photo club	11
3/11	Photo club	7
3/13	Coding Kids	7 K, 1 A
3/16	Photo Club	4
3/18	Photo Club	10
3/20	Town Hall Q&A	17
3/20	Teen Night	17
3/21	Judith Phillips, Author	38
3/23	Photo Club	5
3/25	Photo Club	7
3/26	Book Club	6
3/30	Photo Club	4

<b>PHYSICAL</b>		<b>DIGITAL</b>	
# of Books	87	# of eBooks	51A; 1J; 1YA: Σ53
# of Books on CD	0	# of Online Audio	59A; J0; YA2: Σ61
# of DVDs	77	MPL Advantage: This is an internal data point we are tracking.	15 (This data point is embedded in the above data and is not added into the total below)
# of Library of Things	1		
<b>Total Physical</b>	<b>165</b>	<b>Total Digital</b>	<b>114</b>

<b>Total Circulation</b>	279
ILL Processed	18

### Computers/Wi-Fi

<b># Computer Sign ins</b>	58
<b>Total Unique Wi-Fi Devices</b>	11
<b>Avg. # Wi-Fi Devices per day</b>	5
<b>Avg. Data Usage per Device</b>	

### MAINTENANCE ISSUES:

Queen's picture workorder: Unfulfilled.

3/31: Work order submitted to fix leaking faucet in bathroom 2

### Narrative:

- ☺ Jeri met with Kim Ortiz, Superintendent of Schools MMSD: Safe Teen Spaces, Summer Reading Program, Spring Fling attendance
- ☺ Jeri attended the State Youth Program workshop
- ☺ Spanish lessons were a popular request on our survey. MPL purchased Rocket Language for patrons to use at home or at the library and interest in in-person group learning is growing, so that may be added to our event calendar.
- ☺ MPL is now providing links for patrons to study for GED, and US Citizenship exam prep. We have also just added current SAT and ACT study guides to the library's physical circulation catalog.
- ☺ MPL celebrated Women's History Month with educational displays and book suggestions.
- ☺ 3/23: Jeri attended the Magdalena school Board meeting: Summer programming for kids and teens; opportunities for collaboration
- ☺ Jeri and Jenn will attend Magdalena School's Spring Fling: summer reading sign up, literacy kit demonstration, gauge teen advisory council interest
- ☺ Louise will attend the IMLS Library Convening 250: Telling America's Story Conference in Phoenix.
- ☺ Jeri will give a presentation at the Sr. Center outlining new services and programming

### Upcoming Events:

- ★ 4/4: Plant Cutting Swap
- ★ Seed Library coming soon
- ★ Earth Day composting/gardening workshop

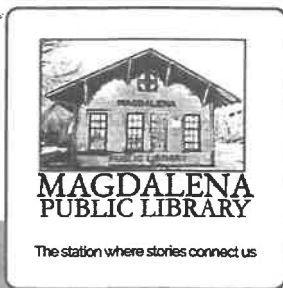
- ★ We are gauging interest in a gardening club that meets monthly
- ★ We hope to host a local gardener's round table discussion group
- ★ In ~~June~~<sup>MAY</sup>, the county extension office will give a talk about climate ready trees
- ★ 3D Printer Workshop
- ★ VA Benefits presentation

**Respectfully Submitted,**

Jennifer Armstrong, Louise Hall, Assistant Librarians

Jeri Hurd, Library Director

A handwritten signature in blue ink, appearing to read "Jeri Hurd". The signature is fluid and cursive, with a large loop at the end of the last name.



# March, 2026 Newsletter

Saturday, March 21st  
2pm-3:30pm

## Landscape Designer/Author Judith Phillips

Celebrated writer and landscape designer Judith Phillips comes to MPL to share her expertise on gardening the New Mexico way. She'll cover everything from choosing native plants to conserving water and welcoming wildlife — with practical tips you can use right away. Free and open to all!



## Followed by a visit to Sigrid McCabe's garden

3:30pm-5pm

Sigrid was inspired by Judith to build her own NM habitat-friendly garden, focusing on native species. Take a tour, ask questions and gather ideas--or just enjoy the 'scape!

**Sign-up necessary.** Scan the QR code, click the link below or drop by the library to sign up.



**NEW**



# Rocket Languages

Learn a Language with Rocket Languages on Your Own Terms and in Your Own Time!

Hello

हैलो

안녕하세요

Ciao

BONJOUR

**FREE** With Your Library Card!

## Why it Works



### Immersive Audio Lessons

Real dialogues / conversation practice  
Not just word games



### Grammar and Cultural Insights

Learn the "why's behind the language"



### Voice Recognition Tools

Hone your pronunciation



### Full Course Access

No hidden in-app purchase!

## 12 Languages!

American Sign Language  
Arabic (Egyptian)  
French  
German  
Hindi  
Inglés  
Italian  
Korean  
Mandarin Chinese  
Portuguese (Brazilian)  
Russian  
Spanish (Latin American)

## Get Started Today!

**SIGN UP:** Use the link below or scan the QR code!  
You will need your new library card!!

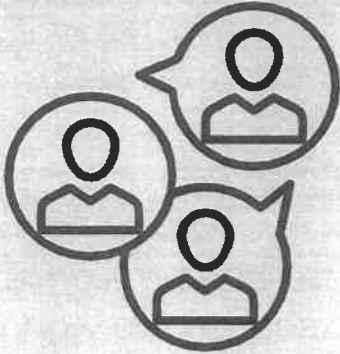
**Complete your profile:** Add in the details and select your language.

**Or download the app in your app store**



Sign-up Link: <https://tinyurl.com/5akxcw56>

# Prefer Group Lessons?



We're going to start a weekly **Beginning Spanish** class at the Library, using Rocket Language. We just need to know what days/times are good for people. Click the link to let us know your preferences by Monday, March 9th. Or drop by the library.

We could also run an **intermediate class**, if enough people are interested.

## FEATURED RESOURCE: Adult Learning Center



Working on your **High-School Equivalency** exam or studying for the **US Citizenship Test**? New Mexico State Library provides **free access** to the Adult Learning Center, providing **study materials, practice tests and free online tutoring.**



**Just click the link below to get started!**

In the library late next week:  
**SAT/ACT and GED test prep guides.**  
Available for checkout.

# Recommended Reads Women's History Month

## Adult



### Atomic Women

Roseanne Montillo

They make movies about Oppenheimer, but did you know women were at the heart of the Manhattan Project — doing the science, running the calculations, and breathing the same radioactive air?

## YA



### How the Garcia Girls Lost Their Accents

Julia Alvarez

This semiauto-biographical novel follows four Dominican sisters learning to belong in an America that doesn't quite fit. Funny, heartbreaking, and fiercely real. It's a modern classic for a reason.

## Middle grade



### 100 Women who Made History

S. Caldwell

100 trailblazing women who shaped the world — scientists, artists, warriors, and rebel. Bold graphics and bite-sized profiles make it impossible to put down.

## Also this month..

- **Photography Club (Adults)**  
Wednesdays, 10 AM
- **Teen Photography**  
Mondays, 5pm
- **Trustees Q&A**  
Friday, March 20<sup>th</sup>,  
3:30 pm-5:30

## Coming in April...

- **Sat. April 4:** Cutting Swap 10-12
- **Mid-April (👉):** Seed Library



**MUTUAL AID AGREEMENT  
BETWEEN ASSOCIATED UNIVERSITIES, INC., MANAGING THE NATIONAL  
RADIO ASTRONOMY OBSERVATORY (NRAO) VERY LARGE ARRAY (VLA), A  
FACILITY OF THE NATIONAL SCIENCE FOUNDATION, AND THE VILLAGE OF  
MAGDALENA INVOLVING LAW ENFORCEMENT  
SERVICES**

This Mutual Aid Agreement (hereinafter referred to as “Agreement”) is entered into by and between the Village of Magdalena, New Mexico, and the NRAO (collectively referred to as “the Parties” and is effective upon the last signature hereto.

**WHEREAS**, the Village of Magdalena Marshal’s Office is the closest law enforcement agency to the VLA with a response time of about 20 minutes; and,

**WHEREAS**, the Village of Magdalena Marshal’s Office is able to provide law enforcement assistance to the VLA, subject to availability of personnel and equipment; and,

**WHEREAS**, the Village of Magdalena Board of Trustees is authorized to enter into this Agreement on behalf of the Village of Magdalena Marshal’s Office; and,

**WHEREAS**, the signatory below is authorized to enter into this agreement on behalf of NRAO-VLA.

**THEREFORE**, the parties mutually agree as follows:

1. If NRAO have the need for law enforcement at the VLA, NRAO staff can call 911 and ask for Magdalena Marshals to respond. Subject to the availability of personnel and equipment, they will respond with lights and sirens to the VLA to provide Law Enforcement support until either the Socorro County Sheriffs or NM State Police arrive. Upon arrival of NMSP or SCSO, Magdalena Marshals will transfer the scene to that responding agency and they will go back in service.
2. Neither party to this Agreement shall be entitled to any reimbursement or compensation for all or any part of the costs incurred by such party in furnishing Mutual Aid.
3. Any service performed in accordance with this Agreement by any officer or employee of the Village of Magdalena shall constitute service rendered in the line of duty in such office.
4. The parties each agree to use best efforts to protect the other’s equipment and personnel, furnished pursuant to this Agreement, during periods of civil disturbance. In the event such

protection is deemed inadequate by either Fire Chief or equivalent, either party may refuse to provide equipment and personnel until the situation is remedied, even though said equipment and personnel may have been previously committed.

5. During all responses, both parties will follow the National Incident Management System. Notwithstanding any provisions herein, the officer in charge of the responding organization may withdraw at any time he/she deems circumstances are such that his/her personnel or equipment are subjected to unnecessary risk or danger, or when his/her personnel or equipment are asked to return to their own jurisdiction as may be required.
6. Dispatch of equipment and personnel in Mutual Aid pursuant to this Agreement is subject to the following conditions:
  - a. A request for Mutual Aid hereunder shall be made by a chief officer level of each of the departments and include a statement of the amount and type of equipment and number of personnel requested and shall specifically state the location to which the equipment and personnel are to be dispatched. However, the amount and type of equipment and the number of personnel to be furnished, if any, shall be determined by a representative of the responding organization.
  - b. The responding organization shall report to the officer in charge of the requesting organization at the location to which the equipment and personnel are dispatched. Thereafter, orders shall be in accordance with the National Incident Management System.
  - c. A responding organization shall be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection.
  - d. Upon release from the incident, the officer in charge from the responding organization will properly document that organization's role regarding the incident and forward this documentation to the requesting party in a timely manner.
7. As between the parties, each party will be solely responsible for liability arising from personnel injury or damage to person's property occasioned by its employees, volunteers, or agents. The liability of the parties shall be subject in all cases to the immunities and limitations of the Tort Claims Act, Section 41-4-1 et seq., NMSA 1978, and any amendments thereto.
8. Neither party's employees, volunteers, or agents will be considered employees, volunteers, or agents of the other party for any purpose, including, but not limited to, worker's compensation, insurance, nor any other benefits afforded to employees of the other party. Personnel will not receive any compensation from the other for their participation under this Agreement. Neither party has any express or implied authority to assume or create any obligation or responsibility on behalf of or in the name of the other party.
9. This Agreement is effective upon the date of signing of the last party hereto and shall continue in force for a period of five (5) years thereafter, unless sooner terminated by either party upon thirty (30) days prior written notice to the other.

10. This Agreement is separate from all other contracts between the parties for Mutual Aid in Fire Protection or EMS Services and may not be amended except by a written instrument executed by the parties hereto.

11. Any request for service or other action not specifically covered under this Agreement must be by a written addendum negotiated by the parties and signed by the NRAO-VLA and the Mayor of the Village of Magdalena.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the dates below.

**VILLAGE OF MAGDALENA:**

**APPROVED, ADOPTED, AND PASSED** on this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Michael Thompson, Mayor

Attested:

\_\_\_\_\_  
Juanita Puente, Clerk/Treasurer

**Associated Universities, Inc. managing the National Radio Astronomy Observatory Very Large Array Facility, a facility of the National Science Foundation:**

\_\_\_\_\_  
Name: Richard Sakshaug  
Title: Contracts and Procurement Manager

Date: \_\_\_\_\_

## Michael Thompson

---

**From:** AJ Martinez <amartinez@nmfa.net>  
**Sent:** Friday, April 3, 2026 9:57 AM  
**To:** Michael Thompson  
**Cc:** jnajjar@virtuelaw.com; nroberts@bhinc.com; WTBAAdmin; Aaron Kayser  
**Subject:** NMFA Water Trust Board Application - Village of Magdalena  
**Attachments:** Magdalena readiness application.pdf; C-4.64.3 Magdalena GRT 2nd and 3rd Ordinances.pdf

Hello,

On behalf of New Mexico Finance Authority, thank you for the application to our Water Trust Board Program.

I am the credit analyst assigned to this project and am currently preparing the credit underwriting.

Section IV in the attached application states that the Village would like to pledge Net Systems Revenues of Wastewater Utility Fund; however, based on our initial credit analysis, it does not appear that there is sufficient operating income to support the loan payments.

Section IV of the application also lists Gross Receipt Tax as an alternative revenue source. I have reviewed the attached ordinance imposing 3/4 of 1% of Municipal GRT and it does appear to be a valid pledge with adequate capacity to service the requested debt. I have attached the ordinance for your reference.

If you would like to utilize this pledge for the Village's WTB loan, please reply to this email stating "the Village would like to pledge 3/4 of 1% of Municipal Gross Receipts Tax as referenced by ordinance dated January 1, 1982, for the 2026 WTB loan."

Please let me know if you have any questions or would like to schedule a call to discuss further.

Thank you,  
A.J.

### AJ Martinez

Credit Analyst, New Mexico Finance Authority  
810 W. San Mateo RD, Santa Fe, NM 87505  
[nmfinance.com](http://nmfinance.com) | W: [505.302.2169](tel:505.302.2169) | M: [505.699.6719](tel:505.699.6719)  
[amartinez@nmfa.net](mailto:amartinez@nmfa.net)



NEW MEXICO  
**FINANCEAUTHO**

*New Mexico's partner in building economic prosperity and stronger communities*

## REQUEST FOR LODGERS TAX

ART Magdalena Gallery and Studio Tour is an annual event in its 16th year bringing with an attendance of approximately 150 people. It features the work of over 50 local artists and artisans and promotes our local galleries.

Our function always include an evening event I order to encourage an over night stay in our community. This year we partnered with The Magdalena Burro Race and Stampede in order to attract a broader audience and to create a two-day event in Magdalena.

The Gallery and Studio Tour will take place on May 16 with events happening from 10 am to 10 pm and the Burro Race will take place the following day May 17 from 10am to 2pm.

We hope to have approximately 150 people in attendance and advertise in a 200 mile radius.

Please feel free to contact me with any questions.

Thank you,

Catherine DeMaria

ART Magdalena

Producer & Gallery Owner

575-517-0669

**Request to Village of Magdalena for Use of Lodger's Tax  
(Pursuant to Lodger's Tax Act Section 3-38-14 NMSA 1978)**

Our mission is to stimulate economic growth by marketing Magdalena as a visitor destination through tourism.

Eligible uses of Lodger's Tax Proceeds are to defray the costs of:

- advertising, publicizing and promoting tourist-related attractions, facilities and events as stated in SECTION 4 of the Village Ordinance. (A complete copy is available upon request.)

1. This request is made by ART Magdalena  
Catherine Demaria (Applicant)

Address: 110 N main st Magdalena NM

Phone: 575 517 0669 Email: cdemaria@wh110@gmail.com

- 501-3C Non-Profit Entity; (provide proof)
- For Profit Entity; (Private Individual/Entity)
- Group/Organization without Non-Profit Status;
- Other: \_\_\_\_\_

The purpose of this request is to provide tourist related activities and contract with the Village and other individuals/entities in the provision of tourist-related promotional activities.

Name of Event: magdalena  
ART Magdalena / Pack Burro Race  
Gallery + Studio TOUR

Location of Event: Village of Magdalena

Description of Event: Art Magdalena Gallery & Studio  
Tour.

Is this a fund raising event? Please describe:  
NO

Proposed Date of Event: Saturday  
May 16 + 17

1. **All printed material must include the Village logo (available at Village Hall once approval has been given), and indicate that Village of Magdalena Lodger's Tax funds were used in the purchase of said items.**

- **BEFORE EVENT**  
- Applicant is required to provide an estimated budget to include: Revenue (income from sponsors, sales, booth space fees, etc.) and

**EVENT/ORGANIZATION:** ART Magdalena / Park Burro Race <sup>Magdalena</sup>

**BUDGET WORKSHEET** (complete this form as an estimate BEFORE your event and again AFTER your event showing actual amounts, along with an event summary)

**INCOME SOURCES**

ESTIMATE / ACTUAL

each year we raise approx  
 # 300 ~~From~~ From Artists  
 To Help with Advertising costs -  
**TOTAL INCOME** For the following year

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**EXPENSES**

ESTIMATE / ACTUAL

Ad in New Mexico Magazine  
Ad in El Defensor Chief of Fair  
Ad in Ink Publication  
Promo <sup>map</sup> Card Printing  
Design of Ads  
Social media Ad

400  
420.  
300.  
200.  
150.  
100.

**TOTAL EXPENSES**

total = \$1,570

**MARKETING**

Who is your target market?

ART & Adventure Albuquerque & Southern New Mexico  
all of New Mexico

How/where are you advertising your event? Does this reach your target market?

New Mexico Albuquerque + Southern N.M.  
yes

\* Please include copies of all advertisements following event.

ESTIMATE / ACTUAL

Number of Visitors at Event

\_\_\_\_\_

Number of Motel Rooms Filled

\_\_\_\_\_

**EVENT SUMMARY** (Please let us know how your event went, things that went well, areas that need work or attention for next year)

Expenses (advertising, rental fees, etc.).

- FOLLOWING EVENT  
- Applicant shall provide accurate financial records (invoices, receipts, etc.) for all items for which the City pays.

2. Use of Funds

The use of Village of Magdalena's Lodger's tax funds are outlined by Village Ordinance No. 2015-06. The requirements as outlined by the Village's Lodger's Tax Ordinance must be adhered to in the execution of all aspects of this request. Applicant acknowledges that a complete copy is available and understands the eligible uses of Lodger's Tax Proceeds. \* Lodger's tax funds are not to be used to pay for motel rooms.

3. Terms and Conditions of this Request

- A. Contractor is requesting \$ 1,170 in Lodger's Tax funds to be used as follows:

Advertising + Printing + Design Fee  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- B. Any other requests (ie. Use of Village property, police escort, etc. must be made at Village Hall).

This request is submitted the 6 day of April, 2026.

Cathon DeMaio  
Applicant Signature

\_\_\_\_\_  
Village of Magdalena

Approval

As Mayor of the Village of Magdalena I am authorizing the above described event with the understanding that all preliminary administrative functions have been met (i.e. budget, Board approval, etc.).

\_\_\_\_\_  
Richard Rumpf – Mayor



# LODGER'S TAX REQUEST FORM

(Pursuant to Lodger's Tax Act Section 3-38-14 NMSA 1978)

Our mission is to stimulate economic growth by marketing Magdalena as a visitor destination through tourism.

Eligible uses of Lodger's Tax proceeds are to defray the costs of:

- Advertising, publicizing and promoting tourist-related attractions, facilities and events as stated in SECTION 4 of the Village Ordinance. (A complete copy is available upon request)

1. This request is made by the Kids' Science Cafe (Jim Sauer) (Applicant)  
 Address: PO Box 1083  
Magdalena, NM 87825

Phone: 575.954.3438 Email: jsauer66@gmail.com

- 501-3C Non-Profit Entity; (Provide Proof) 83-4056590  
 For Profit Entity ; (Private Individual/Entity)  
 Group/Organization without Non-Profit Status;  
 Other: \_\_\_\_\_

The purpose of this request is to provide tourist related activities and contract with the Village and other individuals/entities in the provision of tourist-related promotional activities.

Name of Event: High 60 Car Show and Motorcycle Rally

Location of Event: Main Street, Magdalena, NM

Description of Event:  
The Highway 60 Car Show and Motorcycle Rally  
is a fund raiser for the Kids Science Cafe  
This operation is conducted to support the children  
of Magdalena

Portable latrines must be paid for in advance

Is this a fund-raising event? Please describe:

yes. thru raffles, vehicle registration, rally  
operations, funds are raised to support  
operations and activities of children

Proposed Date of Event:

13 June 2016

**2. All printed material must include the Village logo (available at Village Hall once approval has been given), and indicate that Village of Magdalena Lodger's Tax funds were used in the purchase of said items.**

• **BEFORE EVENT**

-Applicant is required to provide an estimated budget to include: Revenue (income from sponsors, sales, booth space fees, etc.) and Expenses (advertising, rental fees, etc.).

• **FOLLOW EVENT**

-Applicant shall provide accurate financial records (invoices, receipts, ect.) for all items for which the City pays.

**3. USE OF FUNDS**

The use of Village of Magdalena's Lodger's Tax funds are outlined by Village Ordinance No. 2020-01. The requirements as outlined by the Village Lodger's Tax Ordinance must be adhered to in the execution of all aspects of this request. Applicant acknowledges that a complete copy is available and understands the eligible uses of Lodger's Tax proceeds. \*Lodger's tax funds are not to be used to pay for motel rooms.

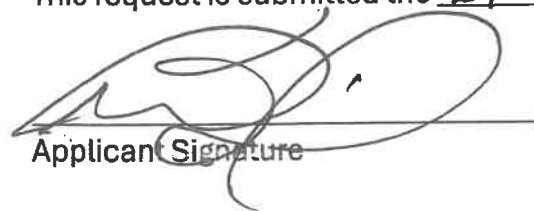
**4. TERMS AND CONDITIONS OF THIS REQUEST**

A. Contractor is requesting \$ 782.50 in Lodger's Tax funds to be used as follows:

Two latrines, one hand wash, delivery and service  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. Any other requests (ie. Used of Village property, police escort, ect. Must be made at Village Hall).**

This request is submitted the 24<sup>th</sup> day of March, 2026.



Applicant Signature

\_\_\_\_\_  
Village of Magdalena

Approval

As Mayor of the Village of Magdalena, I am authorizing the above-described event with the understanding that all preliminary administrative functions have been met (i.e. budget, Board approval, etc.).

\_\_\_\_\_  
Mayor of Magdalena

EVENT/ORGANIZATION: \_\_\_\_\_

**BUDGET WORKSHEET** (complete this form as an estimate BEFORE your event and again AFTER your event showing actual amounts, along with an event summary)

**INCOME SOURCES**

**ESTIMATE / ACTUAL**

raffles	\$500	_____
registration	\$500	_____
motor cycle rally	\$500	_____
Donations	\$500	_____

**TOTAL INCOME**

**EXPENSES**

**ESTIMATE / ACTUAL**

Awards	\$200	_____
MAILING	\$100	_____
Raffle Prizes	\$300	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**TOTAL EXPENSES** \_\_\_\_\_

**MARKETING**

Who is your target market?

Auto owners  
MC CLUBS

How/Where are you advertising your event? Does this reach your target market?

Business  
Socorro News Paper  
Auto Clubs  
Cycle Clubs

\*Please include copies of all advertisements following event.

ESTIMATE / ACTUAL

Number of visitors at event

\_\_\_\_\_

Number of motel rooms filled

\_\_\_\_\_

**EVENT SUMMARY** (Please let us know how your event sent, things that went well, areas that need work or attention for next year)

Stool Bus, LLC

# Estimate

P O Box 574  
Pie Town, NM 87827

Date	Estimate #
2/26/2026	675

Name / Address
Jim Sauer Magdalena Village PO Box 145 Magdalena, NM 87825

			Project
Description	Qty	Rate	Total
2 Stool Rooms and 1 Handwash station for Car Show		345.00	345.00T
Delivery and Set up		218.75	218.75T
Pick up and Service		218.75	218.75T
		<b>Subtotal</b>	\$782.50
		<b>Sales Tax (0.0%)</b>	\$0.00
		<b>Total</b>	\$782.50



# LODGER'S TAX REQUEST FORM

(Pursuant to Lodger's Tax Act Section 3-38-14 NMSA 1978)

Our mission is to stimulate economic growth by marketing Magdalena as a visitor destination through tourism.

Eligible uses of Lodger's Tax proceeds are to defray the costs of:

- Advertising, publicizing and promoting tourist-related attractions, facilities and events as stated in SECTION 4 of the Village Ordinance. (A complete copy is available upon request)

1. This request is made by the Magdalena Chamber of Commerce (Applicant) (Jim Sauer)  
 Address: PO Box 1083 Magdalena NM

Phone: 575 854 3438 Email: jsauer@magdalena.org

- 501-3C Non-Profit Entity; (Provide Proof)
- For Profit Entity ; (Private Individual/Entity)
- Group/Organization without Non-Profit Status;
- Other: \_\_\_\_\_

The purpose of this request is to provide tourist related activities and contract with the Village and other individuals/entities in the provision of tourist-related promotional activities.

Name of Event: Magdalena Frontier Festival

Location of Event: Main Street of Magdalena

Description of Event:  
This activity is designed to celebrate Magdalena's Frontier History of Mining, Ranching, and Rail. It is also designed to improve tourism of Magdalena - bringing in families for the different businesses.

Portable Latrines must be paid for in Advance

Is this a fund-raising event? Please describe:

For the business of Magdalena, yes; but  
not specifically for the Chamber

Proposed Date of Event:

27 June 2026

**2. All printed material must include the Village logo (available at Village Hall once approval has been given), and indicate that Village of Magdalena Lodger's Tax funds were used in the purchase of said items.**

*h*

• **BEFORE EVENT**

-Applicant is required to provide an estimated budget to include: Revenue (income from sponsors, sales, booth space fees, etc.) and Expenses (advertising, rental fees, etc.).

*R*

• **FOLLOW EVENT**

-Applicant shall provide accurate financial records (invoices, receipts, ect.) for all items for which the City pays.

**3. USE OF FUNDS**

*R*

The use of Village of Magdalena's Lodger's Tax funds are outlined by Village Ordinance No. 2020-01. The requirements as outlined by the Village Lodger's Tax Ordinance must be adhered to in the execution of all aspects of this request. Applicant acknowledges that a complete copy is available and understands the eligible uses of Lodger's Tax proceeds. \*Lodger's tax funds are not to be used to pay for motel rooms.

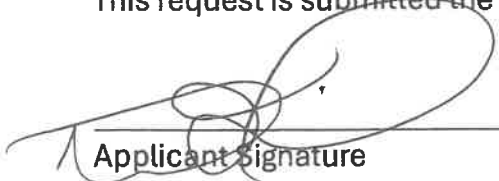
**4. TERMS AND CONDITIONS OF THIS REQUEST**

A. Contractor is requesting \$ 1,250 in Lodger's Tax funds to be used as follows:

3 portable latrines, 2 Hand Wash Stations and setup  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. Any other requests (ie. Used of Village property, police escort, ect. Must be made at Village Hall).**

This request is submitted the 24<sup>th</sup> day of MARCH, 2021.

  
\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Village of Magdalena

Approval

As Mayor of the Village of Magdalena, I am authorizing the above-described event with the understanding that all preliminary administrative functions have been met (i.e. budget, Board approval, etc.).

\_\_\_\_\_  
Mayor of Magdalena

EVENT/ORGANIZATION: FRONTIER FESTIVAL

**BUDGET WORKSHEET** (complete this form as an estimate BEFORE your event and again AFTER your event showing actual amounts, along with an event summary)

INCOME SOURCES	ESTIMATE / ACTUAL
<u>Booth</u>	<u>4000</u> _____
<u>Booth</u>	<u>400</u> _____
<u>Sponsors</u>	<u>500</u> _____
_____	<u>4900</u> _____

**TOTAL INCOME**

EXPENSES	ESTIMATE / ACTUAL
<u>Gun Fights</u>	<u>1200</u> _____
<u>Meals for above</u>	<u>200</u> _____
<u>Hotel Rooms for above</u>	<u>800</u> _____
<u>Zuni Dancers</u>	<u>500</u> _____
<u>Public Announcers</u>	<u>300</u> _____
_____	<u>3000</u> _____

**TOTAL EXPENSES** currently unknown

**MARKETING**

Who is your target market?

New Mexico

How/Where are you advertising your event? Does this reach your target market?

Christian Radio  
Businesses  
Social Media

\*Please include copies of all advertisements following event.

	ESTIMATE / ACTUAL
Number of visitors at event	<u>300</u> _____
Number of motel rooms filled	_____ _____

**EVENT SUMMARY** (Please let us know how your event went, things that went well, areas that need work or attention for next year)

Stool Bus, LLC

# Estimate

P O Box 574  
Pie Town, NM 87827

Date	Estimate #
2/26/2026	676

Name / Address
Jim Sauer Magdalena Village PO Box 145 Magdalena, NM 87825

			Project
Description	Qty	Rate	Total
3 Stool Rooms and 2 Hand Wash Stations for Frontier Festival @ \$100 each		500.00	500.00T
Delivery and Set up		375.00	375.00T
Pick up and Disposal		375.00	375.00T
		<b>Subtotal</b>	\$1,250.00
		<b>Sales Tax (0.0%)</b>	\$0.00
		<b>Total</b>	\$1,250.00



# LODGER'S TAX REQUEST FORM

(Pursuant to Lodger's Tax Act Section 3-38-14 NMSA 1978)

Our mission is to stimulate economic growth by marketing Magdalena as a visitor destination through tourism.

Eligible uses of Lodger's Tax proceeds are to defray the costs of:

- Advertising, publicizing and promoting tourist-related attractions, facilities and events as stated in SECTION 4 of the Village Ordinance. (A complete copy is available upon request)

1. This request is made by Magdalena Chamber of Commerce (Applicant)

Address: PO Box 281 Magdalena NM 87825

Phone: 724-272-4285 Email: info@magdalena-nm.com

- 501-3C Non-Profit Entity; (Provide Proof)
- For Profit Entity ; (Private Individual/Entity)
- Group/Organization without Non-Profit Status;
- Other: \_\_\_\_\_

The purpose of this request is to provide tourist related activities and contract with the Village and other individuals/entities in the provision of tourist-related promotional activities.

Name of Event: FRONTIER DAY

Location of Event: Rodeo Grounds & Main St.

Description of Event: Festival promoting old west and history of the Magdalena and surrounding area

Is this a fund-raising event? Please describe:

No

Proposed Date of Event:

SATURDAY JUNE 27, 2026

2. All printed material must include the Village logo (available at Village Hall once approval has been given), and indicate that Village of Magdalena Lodger's Tax funds were used in the purchase of said items.

• BEFORE EVENT

-Applicant is required to provide an estimated budget to include: Revenue (income from sponsors, sales, booth space fees, etc.) and Expenses (advertising, rental fees, etc.).

• FOLLOW EVENT

-Applicant shall provide accurate financial records (invoices, receipts, ect.) for all items for which the City pays.

3. USE OF FUNDS

The use of Village of Magdalena's Lodger's Tax funds are outlined by Village Ordinance No. 2020-01. The requirements as outlined by the Village Lodger's Tax Ordinance must be adhered to in the execution of all aspects of this request. Applicant acknowledges that a complete copy is available and understands the eligible uses of Lodger's Tax proceeds. \*Lodger's tax funds are not to be used to pay for motel rooms.

4. TERMS AND CONDITIONS OF THIS REQUEST

A. Contractor is requesting \$ 7,200.<sup>00</sup> in Lodger's Tax funds to be used as follows:

to cover costs in bringing in  
entertainment, prizes, ~~partys~~  
Radio expense

EVENT/ORGANIZATION: FRONTIER DAY - MAGDALENA  
Chamber of Commerce

**BUDGET WORKSHEET** (complete this form as an estimate BEFORE your event and again AFTER your event showing actual amounts, along with an event summary)

INCOME SOURCES	ESTIMATE / ACTUAL
<u>Raffles</u>	<u>2500<sup>00</sup></u>
<u>Booth Fees</u>	<u>400<sup>00</sup></u>
<u>Sponsors</u>	<u>1000<sup>00</sup></u>

**TOTAL INCOME** 3900<sup>00</sup>

EXPENSES	ESTIMATE / ACTUAL
<u>Historic Gun Fighters + food</u>	<u>1500<sup>00</sup></u>
<u>Zuni Dancers + food and gas</u>	<u>1000<sup>00</sup></u>
<u>Public Announcer</u>	<u>300<sup>00</sup></u>
<u>Horse Trick Show</u>	<u>200<sup>00</sup></u>
<u>Raffle Tickets</u>	<u>200<sup>00</sup></u>
<u>Advertising</u>	<u>1000<sup>00</sup></u>

Rodeo 3000  
**TOTAL EXPENSES** 7200<sup>00</sup>

(Portajohns applied for separately)

**MARKETING**

Who is your target market?

- Families in area, Socorro NM Tech students / staff
- Tourists
- Historians

How/Where are you advertising your event? Does this reach your target market?

- |                       |                               |
|-----------------------|-------------------------------|
| Chiptan               | Flyers                        |
| Social Media          | NM Magazine                   |
| Radio                 | Socorro Elec Enchantment mag. |
| Posters               |                               |
| Banners on Billboards |                               |

B. Any other requests (ie. Used of Village property, police escort, ect. Must be made at Village Hall). *Use of Rodeo Grounds and Community Bldg.*

This request is submitted the 9<sup>th</sup> day of April, 2026.

*Maria Lopez*  
Treasurer, Magdalena Chamber  
Applicant Signature of commerce Village of Magdalena

Approval

As Mayor of the Village of Magdalena, I am authorizing the above-described event with the understanding that all preliminary administrative functions have been met (i.e. budget, Board approval, etc.).

\_\_\_\_\_  
Mayor of Magdalena

\*Please include copies of all advertisements following event.

	ESTIMATE / ACTUAL
Number of visitors at event	<u>200-300</u> _____
Number of motel rooms filled	<u>12</u> _____

**EVENT SUMMARY** (Please let us know how your event sent, things that went well, areas that need work or attention for next year)

**VILLAGE OF MAGDALENA  
POSITION DESCRIPTION**

**TITLE: Joint Utility Manager**

**EMPLOYMENT TERM: Full Time**

**DEPARTMENT: Public Works**

**EXEMPT/NON-EXEMPT: Exempt**

**FUNDING SOURCE: Solid Waste/Waste Water/Water**

**QUALIFICATIONS:**

1. Five to seven years of experience in a position in public works, construction, or civil engineering with at least three years in a supervisory capacity or a combination of education and experience.
2. Possession of a valid Commercial Driver's License (Class B)
3. Possession of Level II Water Systems and Waste Water Systems Certification
4. Must attend training and obtain a Level II Water Systems and Waste Water Systems Certification within 3 years of employment in this position.
5. Considerable knowledge of the principles, practices and techniques of water production, wastewater collection and water treatment.
6. Considerable knowledge of the equipment, materials and supplies used in water and wastewater operations.
7. Considerable knowledge of the equipment, materials and supplies used to maintain streets and roads
8. Considerable knowledge of the equipment, materials and supplies used to collect solid waste
9. Working knowledge of applicable state and federal health and environment regulations and safety requirements
10. Experience in scheduling and directing the work of others, in the preparation of reports and in establishing and maintaining a record keeping system for personnel, equipment and supplies/materials
11. Knowledge and experience with a variety of MS Office applications.
12. Must be able to lift 50-75 pounds

**ADDITIONAL PREFERENCES:**

1. High School Diploma or GED Preferred
2. Possession of Level III certifications in **both** Waste Water Systems and Water Systems
3. Possession of Level II certifications in Waste Water Systems **or** Water Systems

**SUPERVISED BY:** Mayor or his/her designee

**SUPERVISES:** Joint Utility workers and Custodian

**PAY RANGE:** Grade J with Level I certification in Water and Waste Water Systems, Grade K with Level II certification in Water and Waste Water Systems contingent upon appropriations by the Board.

**WORKING HOURS:** 8:00 a.m. to 5 p.m. or as determined by supervisor.

**LUNCH HOUR:** One hour (flexible)

**POSITION GOAL:** Oversees the operation and maintenance of water production and treatment facilities, operation and maintenance of wastewater collection systems, operations and management of solid waste collection program, maintenance and improvement of streets, and grounds maintenance of village property.

**DUTIES & RESPONSIBILITIES:**

1. Attends Level II certification training in both water and waste water systems and successfully attains certification within 3 years of employment.
2. Responsible for planning, programming, directing and controlling all activities relating to water production, water treatment, water and wastewater pumping, wastewater collection, and water sampling and testing.
3. Responsible for planning, programming, directing and controlling all activities relating to solid waste management.
4. Responsible for planning, programming, directing and controlling all activities relating to street and village property grounds maintenance.
5. Investigates and acts upon water quality and sewer collection complaints and service requests.
6. Analyzes instrument readings and laboratory test results and adjusts water system processes accordingly to satisfy water flow and pressure demands as well as to insure the required water quality.

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7. Supervises and assists in the operation, monitoring and preventative maintenance on all water wells, storage tanks, water pumps, chlorination equipment, pressure regulating valves, lift station pumps and sewer mains and services.
8. Maintains and Operations & Maintenance manual for the Water System.
9. Supervises all water sampling and water testing and prepares narrative and statistical reports as required by village administration and regulatory agencies.
10. Coordinates repair requirements and performs repairs on all elements of the water producing facilities, pumping stations, pressure regulating stations, pressure recording stations, telemetry equipment, control circuitry, etc.
11. Inspects facilities and equipment, maintains records and prepares reports on efficiency or operation, cleanliness and maintenance requirements on all equipment and vehicles in the Joint Utility Department.
12. Responsible for formulation and update of all water and wastewater collection systems mapping (as built).
13. Maintains and requisitions equipment and supplies within state and village government guidelines.
14. Directs personnel in the performance of all the department's operations and ensures all department personnel wear required PPE for the task or function to which they are assigned.
15. Conducts a continuing in-house training program and supervises and enforces a safety and emergency management program for the department.
16. Reports to immediate supervisor any problems related to personnel and operations.
17. Assists in the preparation of annual department budgets, in the development of departmental policies and in the planning and execution of all systems improvements and expansions.
18. Works a schedule of 40 hours per week, is on call at all times to assist in emergency situations and assumes duties for sick, emergency, vacation relief or vacancies of employees certified to do tasks consistent with requirements in order to assure continuity of operations.

**EVALUATION:** Will be evaluated in accordance with the Village of Magdalena policies and procedures.

**BOARD APPROVED:** May 9, 2017

**CERTIFICATION**

"I have carefully reviewed the above description of the qualifications, duties and responsibilities of this position and certify acceptance of this description as complete and accurate.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

**VILLAGE OF MAGDALENA  
POSITION DESCRIPTION**

**TITLE: Joint Utility Worker**

**EMPLOYMENT TERM: Full Time**

**DEPARTMENT: Public Works**

**EXEMPT/NON-EXEMPT: Non-Exempt**

**FUNDING SOURCE: Solid Waste/Wastewater/Water**

**QUALIFICATIONS:**

1. Possession of valid NM driver's license
2. Sufficient experience and training to demonstrate an aptitude or ability to perform the duties and responsibilities of the position and benefit from training.
3. Must attend training and obtain initial certification or the next level of Certification in water and/or wastewater within 14 months of employment
4. Must participate in training and obtain a Commercial Drivers' License (Class B) within 14 months of employment.
5. Must be willing to work in adverse weather conditions
6. Must be able to lift 50-75 pounds

**ADDITIONAL PREFERENCES:**

1. High School Diploma or GED Preferred
2. Possession of a valid Commercial Driver's License (Class B)
3. Possession of Level I certifications in Wastewater Systems or Water Systems
4. Possession of Level I certification in both Water Systems and Wastewater Systems Certification
5. Possession of Level II certifications in Wastewater Systems or Water Systems
6. Possession of Level II certifications in both Wastewater Systems and Water Systems

**SUPERVISED BY:** Joint Utilities Manager or individual authorized by Mayor

**SUPERVISES:** none

**PAY RANGE:**

**Grade D: Meets minimum requirements - step level commensurate with years of experience**

**Grade G: With CDL – step level commensurate with years of experience**

**Grade H: Possess both CDL & Level I Water and Wastewater certification**

**Grade I: Possess CDL, Level II Water and Wastewater Certification**

**Contingent upon appropriations.**

**WORKING HOURS:** 8:00 a.m. to 5 p.m. or as determined by supervisor.

**LUNCH HOUR:** One hour (flexible)

**POSITION GOAL:** The goal of this position is to create a career ladder for Joint Utility Workers employed by the Village of Magdalena and have a work force that is qualified to perform public utility services necessary to maintain water, sewer, and waste management service delivery to the residents of Magdalena.

**DUTIES & RESPONSIBILITIES:**

1. In the absence of a CDL license, attends training to successfully attain a CDL license within 14 months of employment.
2. With the possession of a CDL license, performs curbside garbage pickup for all residents, including handicapped customers and businesses on a schedule determined by the Village Council.
3. Maintains the garbage trucks both inside and out, reporting and mechanical or physical issues to the supervisor.
4. Conducts a vehicle inspection pre and post usage of garbage trucks on inspection forms provided by the supervisor.
5. Maintains mileage/hours logs on garbage trucks noting maintenance and repair work when performed.
6. In the absence of Level I or II certification in either wastewater or water system certification, attends certification training in both water and wastewater systems and successfully attains certification within 14 months of employment.
7. In the absence of certification in either wastewater or water system certification and under the direct supervision of the Joint Utilities Manager, trains in the following functions:
  - a. Inspection of wastewater and water system equipment
  - b. Monitoring of operation conditions, meters, and gauges
  - c. Collection and testing of water and sewage samples

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- d. Recording of meter and gauge readings and operational data
  - e. Operation of equipment to purify and clarify water or to process or dispose of sewage
  - f. Cleaning and maintenance of equipment, tanks, filter beds, and other work areas
  - g. State and federal environmental protection regulations
  - h. Compliance with health and safety standards
8. With the possession of Level I certification in waste water, performs treatment operations in the raw wastewater lagoon:
- a. Cleans bar screens at sewer lagoon entrance
  - b. Logs daily amount of wastewater entering lagoons
  - c. Changes wastewater level charts and re-sets instruments.
9. With the possession of Level I certification in water,
- a. Conducts microbiological water sampling and submits for testing
10. Consistent with Level II certification in wastewater or water systems performs the following functions:
- a. Inspects wastewater and water system equipment at least weekly
  - b. Monitors operation conditions, meters, and gauges
  - c. Collection and testing of water and sewage samples
  - d. Records meter and gauge readings and operational data
  - e. Operation of equipment to purify and clarify water or to process or dispose of sewage
  - f. Clean and maintain equipment, tanks, filter beds, and other work areas
  - g. Follows State and federal environmental protection regulations
  - h. Compliance with health and safety standards
11. Reads all Village meters on a monthly basis
12. Performs disconnect/reconnect meter services as requested
13. Performs installation or repair of water service connections, water lines, fire hydrants, and meter boxes.
14. Performs installation of new sewer connections and repairs leaks in existing sewer lines.
15. Performs street repair and erosion control under the direction of the Joint Utilities Manager the Mayor or his designee.
16. Checks and maintains Village of Magdalena property including rodeo grounds, baseball fields, and buildings to assure weed and pest control.
17. Cleans offices, restrooms, and multi-use areas of assigned Village buildings and facilities.
- a. Sweeps, mops, polishes, and strips floors in rooms and halls.
  - b. Dusts and/or polishes furniture, blinds, and equipment.
  - c. Cleans restrooms and fills dispensers.
  - d. Vacuums, spot cleans, and/or shampoos rugs, carpets, and furniture using commercial-type vacuum cleaners and shampooing equipment.
  - e. Reports malfunction of bathroom fixtures, light fixtures, and/or damages to room and hall furnishings to supervisor.
  - f. Stocks area with appropriate supplies.
  - g. Locks and unlocks doors as directed.
  - h. Initiates work orders for repair/maintenance.
  - i. Moves furniture, equipment, or fixtures as required.
  - j. Washes dishes or utensils as required.
18. Performs other duties as assigned by the Joint Utilities Manager, Mayor, or Mayor's designee.

**EVALUATION:** Will be evaluated in accordance with the Village of Magdalena policies and procedures.

**ADVANCEMENT OPPORTUNITY:** Promotion is dependent on experience, licenses, water and wastewater utility operator certification, job training availability, job performance, seniority and job opening.

**BOARD APPROVED: January 8, 2018**

**CERTIFICATION**

"I have carefully reviewed the above description of the qualifications, duties and responsibilities of this position and certify acceptance of this description as complete and accurate.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**VILLAGE OF MAGDALENA  
POSITION DESCRIPTION**

**TITLE: Joint Utility Worker I (unclassified)**

**EMPLOYMENT TERM: Full Time**

**DEPARTMENT: Public Works**

**EXEMPT/NON-EXEMPT: Non-Exempt**

**FUNDING SOURCE: Solid Waste/Wastewater**

**QUALIFICATIONS:**

1. Possession of a valid Commercial Driver's License (Class B)
2. Sufficient experience and training to demonstrate an aptitude or ability to perform the duties and responsibilities of the position and benefit from training.
3. Must be willing to attend training and obtain a Level I Water Systems and Waste Water Systems Certification within 14 months of employment or possess Level I Water Systems and Waste Water Systems Certification.
4. Must be able to lift 50-75 pounds

**ADDITIONAL PREFERENCES:**

1. High School Diploma or GED Preferred
2. Possession of Level I certifications in **both** Wastewater Systems and Water Systems
3. Possession of Level I certifications in Wastewater Systems **or** Water Systems

**SUPERVISED BY: Joint Utilities Manager**

**SUPERVISES: none**

**PAY RANGE: Negotiable based on experience and level of CDL and Water/Wastewater Certification**

**WORKING HOURS: 8:00 a.m. to 5 p.m. or as determined by supervisor.**

**LUNCH HOUR: One hour (flexible)**

**POSITION GOAL: Performs trash disposal on a part-time basis while at the same time, training to meet certification for wastewater and water system operation.**

**DUTIES & RESPONSIBILITIES:**

1. Performs curbside garbage pick-up for all residents, including handicapped customers and businesses on a schedule determined by the Village Council.
2. Maintains the garbage trucks both inside and out, reporting and mechanical or physical issues to the Joint Utilities Manager.
3. Conducts a vehicle inspection pre and post usage of garbage trucks on inspection forms provided by the Joint Utilities Manager.
4. Maintains mileage/hours logs on garbage trucks noting maintenance and repair work when performed.
5. In the absence of certification in either wastewater or water system certification, attends certification training in both water and wastewater systems and successfully attains certification within 14 months of employment.
6. In the absence of certification in either wastewater or water system certification and under the direct supervision of the Joint Utilities Manager, trains in the following functions:
  - a. Inspection of wastewater and water system equipment
  - b. Monitoring of operation conditions, meters, and gauges
  - c. Collection and testing of water and sewage samples
  - d. Recording of meter and gauge readings and operational data
  - e. Operation of equipment to purify and clarify water or to process or dispose of sewage
  - f. Cleaning and maintenance of equipment, tanks, filter beds, and other work areas
  - g. State and federal environmental protection regulations
  - h. Compliance with health and safety standards

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7. Checks and maintains Village of Magdalena property including rodeo grounds, baseball fields, and buildings to assure weed and pest control.
8. Performs street repair and erosion control under the direction of the Joint Utilities Manager
9. Performs other duties as assigned by the Joint Utilities Manager or Mayor.

**EVALUATION:** Will be evaluated in accordance with the Village of Magdalena policies and procedures.

**ADVANCEMENT OPPORTUNITY:** Promotion is dependent on experience, water and wastewater utility operator certification, job training availability, job performance, seniority and job opening.

**BOARD APPROVED:** December 14, 2015

**CERTIFICATION**

"I have carefully reviewed the above description of the qualifications, duties and responsibilities of this position and certify acceptance of this description as complete and accurate.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

VILLAGE OF MAGDALENA  
POSITION DESCRIPTION

TITLE: Joint Utility Worker II

EMPLOYMENT TERM: Full Time

DEPARTMENT: Public Works

EXEMPT/NON-EXEMPT: Non-Exempt

FUNDING SOURCE: Solid Waste/Waste Water/Water

**QUALIFICATIONS:**

1. Possession of a valid Commercial Driver's License (Class B)
2. Sufficient experience and training to demonstrate an aptitude or ability to perform the duties and responsibilities of the position and benefit from training.
3. Possession of Level I Water Systems and Waste Water Systems Certification
4. Must attend training and obtain a Level II Water Systems and Waste Water Systems Certification within 14 months of employment
5. Must be able to lift 50-75 pounds

**ADDITIONAL PREFERENCES:**

- 1.
2. High School Diploma or GED Preferred
3. Possession of Level II certifications in both Waste Water Systems and Water Systems
4. Possession of Level II certifications in Waste Water Systems or Water Systems

SUPERVISED BY: Joint Utilities Manager

SUPERVISES: none

PAY RANGE: Grade E with Level I certification in both Waste Water and Water Systems, Grade F with Level II certification in Water or Waste Water Systems, Grade G with Level II certification in both Water and Waste Water Systems contingent upon appropriations by the Board.

WORKING HOURS: 8:00 a.m. to 5 p.m. or as determined by supervisor.

LUNCH HOUR: One hour (flexible)

POSITION GOAL: **Level I Certification:** Performs water and waste water system functions consistent with Level I Certification while at the same time, training to meet Level II certification for waste water and water system operation. **Level II Certification:** Performs water ~~and waste~~ and waste water system functions consistent with Level II certification.

**DUTIES & RESPONSIBILITIES:**

1. In the absence of Level ~~II certification~~ II certification in either waste water or water system certification, attends certification training in both water and waste water systems and successfully attains certification within 14 months of employment.
2. With the possession of Level I certification in waste water, performs treatment operations in the raw wastewater lagoon:
  - a. Cleans bar screens at sewer lagoon entrance
  - b. Logs daily amount of wastewater entering lagoons
  - c. Changes wastewater level charts and re-sets instruments.
3. With the possession of Level I certification in water,
  - a. Conducts microbiological water sampling and submits for testing
4. Consistent with Level II certification ~~in waste~~ in waste water or water systems performs the following functions:
  - a. Inspects waste water and water system equipment at least weekly
  - b. Monitors operation conditions, meters, and gauges
  - c. Collection and testing of water and sewage samples
  - d. Records meter and gauge readings and operational data

