

**MINUTES
OF
REGULAR
MEETING
July 26, 2023**

City of Lordsburg
409 West Wabash Street
Lordsburg, New Mexico 88045
Minutes of Regular Meeting
July 26, 2023

Meeting was called to order at 11:47 a.m.

Welcome

Present: Mayor Glenda F. Greene; Martha Salas, Finance Director; Linda S. Farnsworth, City Clerk; Councilor Rodney Plowman; Councilor Roxann Randall; Councilor Julie Montenegro; Councilor Martin Neave; Mayor Pro-Tem Alfredo Morelos, Jr. and Councilor Manuel D.V. Saucedo.

Attendance: Tisha Greene, County Manager; Patrick Saucedo and Michael Saucedo with Kelly's Liquor; Joseph Ramirez, Blitz Boba; Vanessa Haynes, Director of Chamber of Commerce; Audelina and Robert Glyn Lindsay, Western Auto; Robert Gonzalez, Tejano Festival; Robert R. Hill, Miguel A. Estrada, Martha Jimenez, Jonathan Saucedo and all that viewed via ZOOM.

Approval of Agenda: It was discussed amongst the Mayor and Council to amend the Agenda to move Executive Session to directly after the approval of Agenda. Councilor Saucedo moved to approve amendment of the Agenda to include the above referenced changes, 2nd by Councilor Randall to approve the Agenda with amendments. It was also at this time that Councilman Neave asked that the Agenda be modified to move (g) Resolution No 2023-22 to Resolutions so that salaries could be discussed before approving the final budget. Council was polled. Motion passed with changes to Agenda.

Executive Session – To discuss a). Purchase of land as authorized by 10-15-1(H)(8) b). Threatened or pending litigation as authorized by Section 10-15-1(H)(7) (Police Department) and c). Limited Personnel Matters (Police Department) as authorized by Section 10-15-10(H)(2) – Mayor Pro-Tem Morelos moved that they go into Executive Session for the purpose to discuss a,b and c listed above, 2nd by Councilor Montenegro. City Clerk polled all Council members.

Motion passed to go into Executive Session. Mayor Greene announced that the Regular meeting was adjourned to go into Executive Session at 11:50 a.m.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

At 12:31 Mayor Pro-Tem Morelos stated “I move that we return to Open Session and affirmatively state that only those matters for which the meeting was closed were discussed in Executive Session”, 2nd by Councilor Montenegro. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

a). Minutes of Regular Meeting of May 17, 2023

Councilor Montenegro moved to approve the Minutes of the Regular Meeting of May 17, 2023, 2nd by Roxann Randall. Council was polled. Motion passed.

b). Minutes of Special Meeting of June 7, 2023

Councilor Montenegro moved to approve the Minutes of the Special Meeting of June 7, 2023, 2nd by Roxann Randall. Council was polled. Motion passed.

a). Finance Statement for May 2023 and Bank Statement

It was at this time that Councilman Neave asked that the Agenda be modified to move (g) Resolution No 2023-22 to Resolutions so that salaries could be discussed before approving the final budget. Martha Salas, Finance Director addressed the Council regarding the Financial Reports for the Month of May 2023. With there being no questions or comments for the Finance Director, Councilor Montenegro

moved to accept the report with the noted modification, 2nd by Councilor Saucedo. Council was polled. Motion passed.

b). Bills Paid for May 2023

Councilor Saucedo questioned the amount of \$3,778.98 for meters. Ms. Salas explained that was for more electronic meters that we were purchasing and the Council was satisfied with the answer. No more issues with bills paid were noted at this time for bills paid in May 2023.

c). Finance Statement for June 2023 and Bank Statement

Martha Salas, Finance Director address the Council regarding the Financial Reports for the Month of June 2023. With there being no questions or comments for the Finance Director, Councilor Montenegro moved to accept the report, 2nd by Councilor Saucedo. Council was polled. Motion passed.

d). Bills Paid for June 2023

Councilor Saucedo questioned the Invoice to Core & Main. Ms. Salas explained that was for equipment for old gas lines that need to be replaced on the corner of East "A" Street and Power Plant Road. The Council was satisfied with the answer. No more issues with bills paid were noted at this time for bills paid in June 2023.

e). Resolution № 2023-20 – Ending Budget Adjustments

Councilor Montenegro moved to approve Resolution № 2023-20, 2nd by Councilor Montenegro, 2nd by Councilor Saucedo. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

f). Resolution № 2023-21 – FY 23 4th Quarter Report

Mayor Pro-Tem Morelos moved to approve Resolution № 2023-21, 2nd by Councilor Montenegro. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

New Business

a). Tisha Greene, County Manager

The County Manager approached the Council about what she felt was speculation that was placed in the newspaper that the City and County do not work well together. She also stated that she felt that the County and City get along very well and would like to keep it that way. She then went on to explain how the County bills the City for Solid Waste charges and made it clear that the County has never tried to get something from the City that the County was not entitled to.

b). Termination of Employees – Museum and Animal Shelter

Councilor Montenegro moved to approve the termination of the Museum employee and assistant to the Animal Control Officer, 2nd by Mayor Pro-Tem Morelos. Council was polled. Motion passed.

c). Appointment of New Police Chief

Councilor Saucedo moved to approve the appointment of Joseph Marquez as the new Police Chief at the annual salary of \$85,000.00, 2nd by Councilor Montenegro. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

d). Appointment of Police Lieutenant

Councilor Saucedo moved to approve the transfer of Aaron Salazar from Chief to a Lieutenant position, 2nd by Councilor Montenegro. Council was polled. Motion passed.

e). Employment – Position of Economic Development Specialist

Emily Gojkovich was recently hired as the City’s Temporary Economic Development Specialist. Mayor Greene pointed out that Ms. Gojkovich has extensive experience in Economic Development and that she will be a valuable asset in seeking and writing grants for future projects. Mayor Pro-Tem Morelos was concerned with the morale of the employees with bringing in Ms. Gojkovich at such a high salary (\$75,000.00 per year) while no new jobs were being added to the City’s workforce. Councilor Neave agreed with Mayor Pro-Tem Morelos and also that her salary should have only been increased based on her job performance. Councilor Plowman agreed with Mayor Pro-Tem Morelos and Councilor Neave that the salary was a bit steep. Councilor Saucedo voiced that he felt that in terms of salary, that we needed to recognize the level of experience that Ms. Gojkovich brings with her to the City. Councilor Saucedo moved to hire Ms. Gojkovich at the salary of \$75,000.00 per year, 2nd by Councilor Randall. City Clerk polled the Council.

- Councilor Plowman – Nay
- Councilor Randall – Aye
- Councilor Montenegro – Aye
- Councilor Neave – Nay
- Mayor Pro-Tem Morelos – Nay
- Councilor Saucedo – Aye

With that, the Mayor cast her vote as a tie breaker with an Aye. Motion passed. Councilor Neave attempted to re-negotiate Ms. Gojkovich’s salary but as the Mayor pointed out, a motion had already been made and seconded and the meeting was moving forward at this point.

f). Approval to advertise RFP for Special Events Center-Bowling Center

Renovation - Motion was made by Mayor Pro-Tem Morelos to approve the advertisement of an RFP for Special Event Center Renovations, 2nd by Councilor Saucedo. Council was polled. Motion passed.

g). Fleet Safety Policy (per Personnel Policy)

Code Enforcement Officer Dusti Conover presented the new Fleet Safety Policy to the Council. Councilor Saucedo moved to approve the Fleet Safety Policy as written, 2nd by Mayor Pro-Tem Morelos. Council was polled. Motion passed.

h). Taser Policy (per Police Department Policy)

Code Enforcement Officer Dusti Conover presented the new Taser Policy to the Council. Councilor Saucedo asked for some corrections to the verbiage of said policy. Mayor Pro-Tem Morelos moved to accept the Taser Policy with the corrections that were suggested, 2nd by Councilor Plowman. Council was polled. Motion passed with corrections to be made to policy.

i). Pursuit Policy (Per Police Department Policy)

Code Enforcement Officer Dusti Conover presented the new Pursuit Policy to the Council. Councilor Saucedo asked for the same corrections be made for this policy as the ones made to the Taser Policy regarding verbiage. Councilor Plowman moved to accept the Pursuit Policy with the corrections that were suggested, 2nd by Councilor Montenegro. Council was polled. Motion passed with corrections to be made to policy.

j). Lodger's Tax Recommendation from Lodger's Tax Committee

The Lodger's Tax Committee recommended the allocation of \$71,720.00 in Lodger's Tax funds to the Chamber of Commerce. Councilor Saucedo moved to approve the Committee's recommendation of \$71,720.00, 2nd by Councilor Montenegro. Council was polled. Motion passed.

k). Patrick Saucedo – Liquor Permit for Tejano Fiesta

Mr. Saucedo suggested that the beer garden be sectioned off separately in order to better keep track of who is drinking. In recent past, The City had allowed alcohol any where in the park during the Tejano Fiesta. Mayor Pro-Tem Morelos moved that the beer garden for the Tejano Fiesta be sectioned off and separate, 2nd by Councilor Neave. Council was polled. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Abstain

Resolutions

a). Resolution № 2023-17 Regular Local Elections

This resolution is a requirement of the State to show that 3 Council positions will be available at the next election. Mayor Pro-Tem Morelos moved to accept Resolution № 2023-17, 2nd by Councilor Montenegro. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

b). Resolution № 2023-18 – LGRF 2023-2024 Local Government Road Fund Program

Councilor Montenegro moved to approve Resolution № 2023-18, 2nd by Councilor Saucedo. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

c). Resolution № 2023-19 – Rate Fee Schedule

After discussion on costs of Building Permit, it was agreed that it would be based on the size of the property and that clarifications needed to be made only on the costs of Building Permits in the Resolution. Councilor Neave moved to accept the

new Rate Fee Schedule based on the clarification made to the cost involving Building Permits, 2nd by Mayor Pro-Tem Morelos. City Clerk polled the Council. Motion passed based on clarifications made.

Councilor Plowman – Aye

Councilor Randall – Aye

Councilor Montenegro – Aye

Councilor Neave – Aye

Mayor Pro-Tem Morelos – Aye

Councilor Saucedo – Aye

d). Resolution No 2023-22 – Final Budget

This resolution was moved from the Finance portion of the Agenda to list under Resolutions instead so that employment issues could be addressed first.

Ms. Salas, Finance Director stated that next month she will propose raises for the employees which may cause adjustments to the Budget. Councilor Saucedo moved to approve Resolution No 2023-22, 2nd by Councilor Randall. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye

Councilor Randall – Aye

Councilor Montenegro – Aye

Councilor Neave – Aye

Mayor Pro-Tem Morelos – Aye

Councilor Saucedo – Aye

Ordinances

a). Ordinance No 2023-02 – Neglected and Vacant Properties (repealed and replaced)

Councilor Montenegro moved to approve Ordinance No 2023-02, 2nd by Councilor Randall. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

b). Ordinance No 2023-03 – Camping in City Limits

Councilor Montenegro moved to approve Ordinance No 2023-03, 2nd by Mayor Pro-Tem Morelos. City Clerk polled the Council. Motion passed.

Councilor Plowman – Aye
Councilor Randall – Aye
Councilor Montenegro – Aye
Councilor Neave – Aye
Mayor Pro-Tem Morelos – Aye
Councilor Saucedo – Aye

Adjourn

With nothing further to be discussed, a motion was made by Mayor Pro-Tem Morelos to adjourn, 2nd by Councilor Randall. Council was polled. Motion passed and meeting was adjourned at 1:46 p.m.

Approved this 16th day of August, 2023



A handwritten signature in black ink, appearing to read 'Glenda F. Greene', written over a horizontal line.

Glenda F. Greene, Mayor

A handwritten signature in black ink, appearing to read 'Linda S. Farnsworth', written over a horizontal line.

Linda S. Farnsworth, City Clerk

RESOLUTION

No

2023-17

REGULAR

LOCAL

ELECTION

**CITY OF LORDSBURG
RESOLUTION NO. 2023-17
REGULAR LOCAL ELECTION**

WHEREAS, the Governing Body of the City of Lordsburg, New Mexico has opted into the Local Election Act, Article 1, Section 1-22-3.1 of the NMSA 1978; and

WHEREAS, the Governing Body of the City of Lordsburg wishes to convey the correct and complete election information to the Hidalgo County Clerk as required by 1-22-4(A)

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LORDSBURG, STATE OF NEW MEXICO THAT:

- A. A regular local election is to be held on November 7, 2023; and
- B. At the regular local election, persons shall be elected to fill the following municipal elective offices:
 - 1. **ONE Councilor for a four year term.**
 - 2. **ONE Councilor for a four year term.**
 - 3. **ONE Councilor for a four year term.**
- C. All Declarations of Candidacy shall be filed in the Office of the County Clerk on August 29, 2023, between the hours of 9:00 a.m. and 5:00 p.m.
- D. All Declarations of Candidacy for write-in candidates shall be filed in the Office of the County Clerk on September 5, 2023, between the hours of 9:00 a.m. and 5:00 p.m.

PASSED, APPROVED AND ADOPTED by The City of Lordsburg on this 26th day of July, 2023 in open session, at Lordsburg, Hidalgo County, New Mexico.



ATTEST:

Linda S. Farnsworth

Linda S. Farnsworth – City Clerk

Glenda F. Greene

Glenda F. Greene - Mayor

Resolution
Nº

2023-18

2023-2024

Local Gov't

Road Fund

Program

RESOLUTION 2023-18

City of Lordsburg

PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the City of Lordsburg and the New Mexico Department of Transportation enter into a Cooperative Agreement.

WHEREAS, the total cost of the project will be \$50,000 to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or \$37,500

and

- b. City of Lordsburg's proportional matching share shall be 25% or \$12,500

TOTAL PROJECT COST IS \$50,000

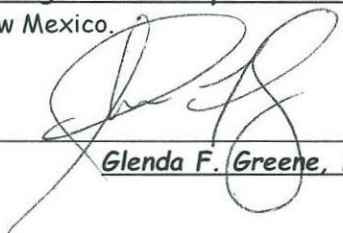
City of Lordsburg shall pay all costs, which exceed the total amount of \$12,500.

Now therefore, be it resolved in official session that City of Lordsburg determines, resolves, and orders as follows:

That the project for this Cooperative agreement is adopted and has a priority standing.

The agreement terminates on **December 31, 2024** and the City of Lordsburg incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

NOW therefore, be it resolved by the City of Lordsburg to enter into Cooperative Agreement Control Number HW2 L100561 with the New Mexico Department of Transportation for LGRF Project for year 2023 - 2024 to Project Development, Survey & Design for Roadway, Drainage & ADA Improvements within the control of the City of Lordsburg in Hidalgo County, New Mexico.



Glenda F. Greene, Mayor

7/26/23

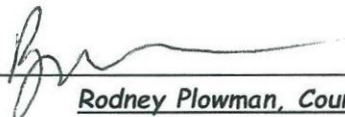
 DATE



Alfredo Morelos, Mayor Pro Tem

7-26-23

 DATE



Rodney Plowman, Councilor

7/26/23

 DATE

Roxann Randall

Roxann Randall, Councilor

7/26/23

DATE

Julie Montenegro

Julie Montenegro, Councilor

7/26/23

DATE

Martin Neave

Martin Neave, Councilor

7/26/23

DATE

Manuel D. V. Saucedo

Manuel D. V. Saucedo, Councilor

7/26/23

DATE



Linda Farnsworth

Linda Farnsworth, City Clerk

Resolution

No

2023-19

New

Rate

Schedule

**City of Lordsburg
Resolution No. 2023-19**

A RESOLUTION OF RATE FEE SCHEDULE


WHEREAS, the City Council of the City of Lordsburg, New Mexico meeting in regular session on the 21ST day of June 2023 requests the following Rate Fee Schedule for the City of Lordsburg;

WHEREAS, the City of Lordsburg rate fee schedule includes, all office requests, rental, cemetery, permits and licenses, animal control fees, and any other services which require a fee, does not include city utilities which are formed by ordinance. The schedule is listed as follows;

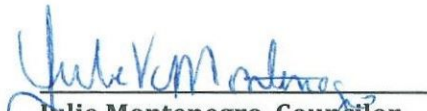
**“Attachment “A”
Rate Fee Schedule”**

NOW, THEREFORE, BE IT RESOLVED that this Resolution be conveyed by the City of Lordsburg Council and the listed fees here, that City of Lordsburg charge fees according to rate fee schedule.

Dated this 26th day of July, 2023



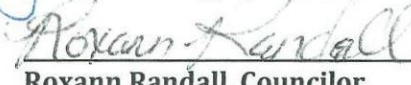
Glenda F. Greene, Mayor




Julie Montenegro, Councilor



Alfredo Morelos, Mayor Pro Tem




Roxann Randall, Councilor



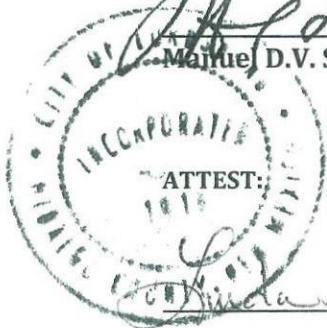
Rodney Plowman, Councilor

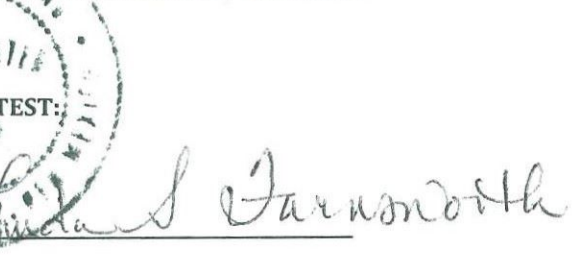


Martin Neave, Councilor



Manuel D.V. Saucedo, Councilor





Linda S. Farnsworth, City Clerk

- Impound fee 4th + offense \$100.00
- 10 Day Quarantine fee \$200.00
- Dog/puppy surrender (per animal) \$50.00
- Cat/kitten surrender (per animal) \$35.00

Additional Services

- Transfer station (small truck) \$25.00
- Transfer station (per ton) \$50.00
- Abandoned Buildings (increases \$100 per year) \$300.00/ first year

RESOLUTION

No

2023-20

ENDING

BUDGET

ADJUSTMENTS

**City of Lordsburg
Resolution No. 2023-20**

**A RESOLUTION MAKING BUDGET ADJUSTMENTS AND REQUESTING APPROVAL FROM THE
DEPARTMENT OF FINANCE AND ADMINISTRATION – LOCAL GOVERNMENT DIVISION**

WHEREAS, the City Council of the City of Lordsburg, New Mexico meeting in regular session on the 26th day of July 2023 requests the following budget changes be approved by the Department of Finance and Administration – Local Government Division for fiscal year 2022-2023; and

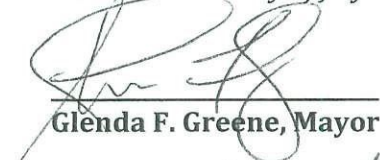
WHEREAS, the following changes are requested for the continued operations of the City:

**Council and DFA Approval
"Attachment A"**

WHEREAS, such changes will in no way affect the financial position of the City of Lordsburg.

NOW, THEREFORE, BE IT RESOLVED that a copy of this Resolution be transmitted to the State of New Mexico – Department of Finance and Administration – Local Government Division and it is respectfully requested herewith, that authorization from said agency be provided to this budget change.

DONE this 26th day of July 2023.



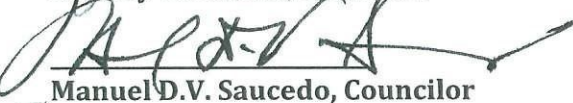
Glenda F. Greene, Mayor



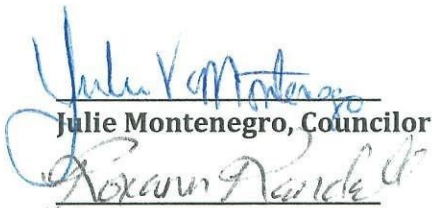
Alfredo Morelos, Mayor Pro Tem



Rodney Plowman, Councilor



Manuel D.V. Saucedo, Councilor



Julie Montenegro, Councilor



Roxann Randall, Councilor



Martin Neave, Councilor



Linda Farnsworth, City Clerk

Lordsburg GL #	DFA- GL #'s	INCREASE	DECREASE
General Fund- Transfer In 010-390-4999	11000-0001-61100	181,943.00	
Debt Service- Transfer Out 052-415-7501	40300-0001-61200		181,943.00
		181,943.00	181,943.00
Municipal Street Fund- Personnel -018-415-5100	21600-2002-51020	3282.00	
Municipal Street Fund-FICA -018-415-5120	21600-2002-52010	78.00	
		3,360.00	
Gas Tax Fund-Fuel, Oil, Grease- 022-415-6230	51700-6002-56120	36,000.00	
		36,000.00	

State of New Mexico - DFA Local Government Division
Budget Adjustment Request - Fiscal Year 2022-2023 - Lordsburg (City) - End of year budget Adjustment

Bar ID	Contact	Phone	Email	Status
12-130-14183				ENTITY

Details

Fund	Department	Object Code	PreAdjusted Budget	Adjustment	Adjusted Budget
11000 General Operating Fund	0001 No Department	10105 Locally Imposed Reserve	0.00	0.00	0.00
11000 General Operating Fund	0001 No Department	61100 Transfers In	83,000.00	181,843.00	264,843.00
21600 Municipal Street	2002 General Administration	51020 Salaries - Full-Time Positions	64,248.00	3,282.00	67,530.00
21600 Municipal Street	2002 General Administration	52010 FICA - Regular	4,914.00	78.00	4,992.00
40300 Other Revenue Bond Debt Service	0001 No Department	61200 Transfers Out	0.00	181,843.00	181,843.00
51700 Gas Utility	6002 Gas Utility/Authority	56120 Supplies - Vehicle Fuel	325,000.00	36,000.00	361,000.00

Justification

Compliance with Section 6-6-2, NMSA, 1978 compilation:

1. The requested budget adjustments were authorized at a scheduled Governing Body meeting open to the public on **2023-07-26**
2. Justification should provide a sufficient explanation for budget adjustment. Backup documentation such as grant award letter or other documents requested by Budget and Finance Analysts, should be submitted on LGBMS.

Approvals

Name	Role	Date
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RESOLUTION

No

2023-21

FINAL

QUARTERLY

REPORT

STATE OF NEW MEXICO
City of Lordsburg
Resolution No. 2023-21

Fiscal Year 2022-2023 Final Quarter Financial Report Year
Ending June 30, 2023

WHEREAS, the Governing Board in and for the City of Lordsburg, State of New Mexico has developed a budget for fiscal year 2023-2024; and

WHEREAS, the final quarterly report has been reviewed and approved to ensure the accuracy of the beginning balances used on the FY 2023-2024 budget; and

WHEREAS, it is hereby certified that the contents in this report are true and correct to the best of our knowledge and that this report depicts all funds for fiscal year 2023

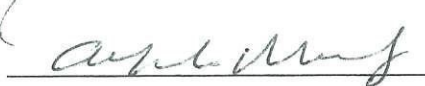
NOW THEREFORE, BE IT HEREBY RESOLVED that the governing body of the City of Lordsburg, State of New Mexico hereby approves the final quarterly report for FY 2022-2023 hereinafter described as Attachment "A" and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

Resolved: in session this 26th day of July 2023.

City of Lordsburg Governing Body



Glenda F. Greene, Mayor



Alfredo Morelos, Mayor Pro Tem



Rodney Plowman, Councilor



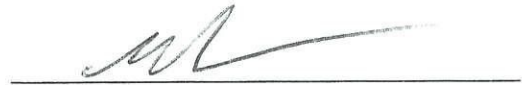
Manuel D.V. Saucedo, Councilor



Julie Montenegro, Councilor



Roxann Randall, Councilor

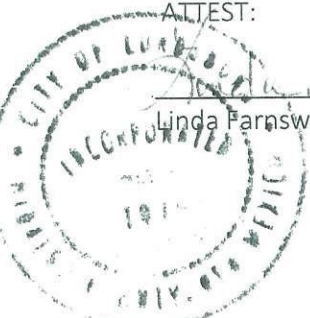


Martin Neave, Councilor

ATTEST:



Linda Farnsworth, City Clerk



State of New Mexico
Local Government Budget Management System (LGBMS)
Report Recap - Fiscal Year 2022-2023 - Lordsburg (City) - FY2023 Q4

Printed from LGBMS on 2023-07-24 14:25:36

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Adjustments	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	1,901,570.00	0.00	3,583,023.51	167,170.00	3,042,503.45	38,791.03	2,648,051.09	253,541.95	2,394,509.14
20100 Corrections	2,643.00	0.00	6,404.44	0.00	8,547.23	-0.21	500.00	0.00	500.00
20900 Fire Protection	120,973.00	0.00	79,045.77	0.00	67,265.61	-0.06	132,753.10	0.00	132,753.10
21100 Law Enforcement Protection	3,550.00	0.00	52,000.00	0.00	52,938.26	0.00	2,611.74	0.00	2,611.74
21400 Lodgers' Tax	412,035.00	0.00	275,560.00	0.00	332,320.71	-0.40	355,273.89	0.00	355,273.89
21600 Municipal Street	257,694.00	0.00	163,526.27	-3,000.00	164,986.06	-0.27	253,233.94	0.00	253,233.94
21700 Recreation	4,229.00	0.00	9,229.66	20,000.00	25,731.73	-0.23	7,726.70	0.00	7,726.70
26000 American Rescue Plan Act	258,546.00	0.00	296,309.50	0.00	158,701.00	-0.80	396,153.70	0.00	396,153.70
28000 Cannabis Regulation Act	0.00	0.00	217.92	0.00	0.00	0.00	217.92	0.00	217.92
29900 Other Special Revenue	73,316.00	0.00	5,095.65	17,318.00	15,125.98	-0.03	80,603.64	0.00	80,603.64
30200 CDBG (HUD) Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30400 Road/Street Projects	0.00	0.00	414,770.00	35,455.00	33,815.22	0.00	416,409.78	0.00	416,409.78
30600 NMFA Project	0.00	0.00	285,608.24	0.00	285,608.24	0.00	0.00	0.00	0.00
30800 Other State Funded Projects	0.00	0.00	11,359.69	0.00	11,359.69	0.00	0.00	0.00	0.00
30900 Other Federal Funded Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40300 Other Revenue Bond Debt Service	181,943.00	0.00	0.00	-181,943.00	0.00	0.00	0.00	0.00	0.00
40400 NMFA Loan Debt Service	74,853.00	0.00	0.00	89,147.00	119,019.71	-1.71	44,978.58	0.00	44,978.58
50100 Water Enterprise	2,511,116.00	0.00	1,153,012.10	-76,311.00	1,050,377.70	14,531.73	2,551,971.13	0.00	2,551,971.13
50200 Solid Waste Enterprise	222,742.00	0.00	469,139.45	0.00	405,395.72	2,798.68	289,284.41	0.00	289,284.41

50300 Wastewater/Sewer Enterprise	293,784.00	0.00	826,990.73	-43,515.00	736,244.73	3,720.31	344,735.31	0.00	344,735.31
50600 Cemetery Enterprise	96,272.00	0.00	17,870.58	0.00	11,705.23	-0.91	102,436.44	0.00	102,436.44
51700 Gas Utility	235,142.00	0.00	762,344.91	-24,321.00	637,460.99	-9,479.67	326,225.25	0.00	326,225.25
53300 Utility Improvements	677,351.00	0.00	7,800.00	0.00	178,989.28	-0.10	506,161.62	0.00	506,161.62
70100 Meter Deposits	217,222.00	0.00	9,041.64	0.00	4,861.25	-149.89	221,252.50	0.00	221,252.50
79900 Other Trust & Agency	23,021.00	0.00	550.77	0.00	2,001.88	-0.66	21,569.23	0.00	21,569.23
Totals	7,568,002.00	0.00	8,428,900.83	0.00	7,344,959.67	50,206.81	8,702,149.97	253,541.95	8,448,608.02

RESOLUTION

No

2023-22

FINAL

BUDGET

State of New Mexico
City of Lordsburg
Resolution No. 2023-22
Fiscal Year 2023-2024 Final Budget

WHEREAS, the Governing Body in and for the Municipality of the City of Lordsburg, State of New Mexico has developed a final budget for fiscal year 2023-2024, and

WHEREAS, said budget was developed on the basis of need and through cooperation with all used departments, elected officials and other department supervisor, and


WHEREAS, the official meeting set for July 26th, 2023, for the review of said documents was duly advertised in compliance with the State Open Meetings Act, and

WHEREAS, it is the majority opinion of this Board that the proposed budget meets the requirements as currently determined for fiscal year 2023-2024.


NOW, THEREFORE, BE IT HEREBY RESOLVED that the Governing Body of the Municipality of the City of Lordsburg, State of New Mexico hereby adopts the final budget hereinabove described and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

Resolved: in session this 26th day of July 2023.

Governing Board of the City of Lordsburg



Glenda F. Greene, Mayor




Rodney Plowman, Councilor



Julie Montenegro, Councilor




Martin Neave, Councilor



Alfredo Morelos, Mayor Pro Tem



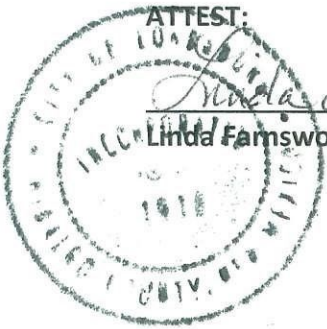
Roxann Randall, Councilor



Manuel D.V. Saucedo, Councilor

ATTEST:


Linda Farnsworth, City Clerk



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

**Budget Recap - Fiscal Year 2023-2024
Lordsburg (City) - Final - Entity**

Printed from LGBMS on 2023-07-25 16:04:47

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	2,648,052.00	0.00	4,410,177.00	47,220.00	4,714,480.00	2,390,969.00	392,873.33	1,998,095.67
20100 Corrections	500.00	0.00	10,000.00	0.00	10,000.00	500.00	0.00	500.00
20900 Fire Protection	132,754.00	0.00	100,823.00	0.00	233,577.00	0.00	0.00	0.00
21000 Quality of Life GRT	0.00	0.00	502,979.00	0.00	502,979.00	0.00	0.00	0.00
21100 Law Enforcement Protection	2,613.00	0.00	108,500.00	0.00	111,112.00	1.00	0.00	1.00
21400 Lodgers' Tax	355,274.00	0.00	220,000.00	-4,000.00	546,898.00	24,376.00	0.00	24,376.00
21600 Municipal Street	253,234.00	0.00	165,000.00	-6,000.00	168,700.00	243,534.00	0.00	243,534.00
21700 Recreation	7,727.00	0.00	5,000.00	20,000.00	25,000.00	7,727.00	0.00	7,727.00
26000 American Rescue Plan Act	396,154.00	0.00	0.00	0.00	396,154.00	0.00	0.00	0.00
28000 Cannabis Regulation Act	218.00	0.00	300.00	0.00	0.00	518.00	0.00	518.00
29900 Other Special Revenue	80,604.00	0.00	3,500.00	15,000.00	17,168.00	81,936.00	0.00	81,936.00
30200 CDBG (HUD) Project	37,500.00	0.00	750,000.00	0.00	787,500.00	0.00	0.00	0.00
30400 Road/Street Projects	416,410.00	0.00	113,645.00	0.00	149,100.00	380,955.00	0.00	380,955.00
30600 NMFA Project	0.00	0.00	228,391.00	0.00	228,391.00	0.00	0.00	0.00
30900 Other Federal Funded Projects	0.00	0.00	13,424,000.00	0.00	13,424,000.00	0.00	0.00	0.00
40400 NMFA Loan Debt Service	44,979.00	0.00	0.00	121,247.00	121,247.00	44,979.00	0.00	44,979.00
50100 Water Enterprise	2,551,972.00	0.00	1,684,269.00	-76,311.00	1,304,739.00	2,855,191.00	0.00	2,855,191.00
50200 Solid Waste Enterprise	289,285.00	0.00	438,616.00	0.00	398,055.00	329,846.00	0.00	329,846.00
50300 Wastewater/Sewer Enterprise	344,736.00	0.00	539,504.00	-68,515.00	447,431.00	368,294.00	0.00	368,294.00

50600 Cemetery Enterprise	102,437.00	0.00	14,100.00	0.00	17,810.00	98,727.00	0.00	98,727.00
51700 Gas Utility	326,226.00	0.00	633,675.00	-48,641.00	587,216.00	324,044.00	0.00	324,044.00
53300 Utility Improvements	506,162.00	0.00	15,000.00	0.00	180,000.00	341,162.00	0.00	341,162.00
70100 Meter Deposits	221,253.00	0.00	7,000.00	0.00	10,000.00	218,253.00	0.00	218,253.00
79900 Other Trust & Agency	21,570.00	0.00	5,000.00	0.00	6,700.00	19,870.00	0.00	19,870.00
Totals	8,739,660.00	0.00	23,379,479.00	0.00	24,388,257.00	7,730,882.00	392,873.33	7,338,008.67

PUBLIC SAFETY							
Caselle GL	DFA GL	Fund Line Item	FY 23 FINAL	Actuals as of 4/30/2023	FY 24 Interim	FY 24 Final	NOTES
010-404-5100	11000-3001-51020	Personnel Services	637,310.00	573,372.93	612,397.00	642,817.00	
010-404-5110	11000-3001-52100	Workers Comp	99.00	66.70	99.00	99.00	
010-404-5120	11000-3001-52010	FICA Expense	40,754.00	33,836.26	46,850.00	49,177.00	
010-404-5130	11000-3001-52020	PERA Expense	107,965.00	80,605.25	106,387.00	111,849.00	.50% increase
010-404-5140	11000-3001-52030	Major Medical Exp	71,564.00	69,939.30	103,065.00	115,791.00	
010-404-6120	11000-3001-55020	Attorneys Fees	5,000.00	2,123.91	5,000.00	5,000.00	
010-404-6130	11000-3001-55030	Audit Fees	2,000.00	2,000.00	2,000.00	2,000.00	
010-404-6160	11000-3001-56020	Computer Fees	12,000.00	0.00	5,000.00	5,000.00	
010-404-6180	11000-3001-57050	Convent & Schools	6,000.00	2,938.75	3,000.00	3,000.00	
010-404-6190	11000-3001-57150	DUES	750.00	335.00	500.00	500.00	
010-404-6200	11000-3001-58020	Safety Equipment	500.00	0.00	500.00	500.00	
010-404-6210	11000-3001-57130	Equipment Rental	250.00	0.00	0.00	0.00	
010-404-6220	11000-3001-55030	Exterminator	220.00	191.84	220.00	220.00	
010-404-6230	11000-3001-56120	Gasoline, Oil & Diesel	25,000.00	25,000.00	30,000.00	30,000.00	
010-404-6240	11000-3001-52080	Insurance	43,000.00	36,822.73	40,000.00	40,000.00	
010-404-6250	11000-3001-57170	Lighting	5,000.00	2,877.58	4,000.00	4,000.00	
010-404-6270	11000-3001-53050	Per Diem	8,500.00	2,155.68	3,000.00	3,000.00	
010-404-6280	11000-3001-56020	Office Supplies	10,000.00	7,812.28	8,000.00	8,000.00	
010-404-6290	11000-3001-57090	Printing, Publicat & Legals	2,000.00	2,000.00	2,000.00	2,000.00	
010-404-6300	11000-3001-55030	Professional Services	40,000.00	27,239.24	35,000.00	35,000.00	
010-404-6310	11000-3001-56999	Supplies	15,000.00	8,627.16	15,000.00	15,000.00	
010-404-6314	11000-3001-56040	Ammunition	3,500.00	0.00	3,500.00	3,500.00	
010-404-6316	11000-3001-56999	Uniforms	2,400.00	2,400.00	2,400.00	2,400.00	
010-404-6320	11000-3001-57160	Telephone	12,500.00	8,945.72	12,500.00	12,500.00	
010-404-6330	11000-3001-53030	Travel	1,200.00	315.53	500.00	500.00	
010-404-6347	11000-3001-55030	Drug Test	500.00	17.35	300.00	300.00	
010-404-6410	11000-3001-54010	Maint-Building	30,000.00	7,827.71	10,000.00	10,000.00	Set up gym room (5,000)
010-404-6420	11000-3001-54020	Maint-Computers	5,000.00	731.63	2,000.00	2,000.00	
010-404-6440	11000-3001-54020	Maint-Equipment	10,000.00	2,344.84	3,000.00	3,000.00	
010-404-6480	11000-3001-54040	Maint-Vehicles	20,000.00	25,660.59	15,000.00	15,000.00	
010-404-6600	11000-3001-55999	Other Misc Expenses	20,000.00	5,074.28	5,000.00	5,000.00	Sign On Bonus \$5,000
010-404-6623	11000-3001-55999	Joint Powers Agree	49,028.00	0.00	49,028.00	49,028.00	
010-404-6700	11000-3001-58999	Capital Outlay	75,000.00	75,000.00	170,000.00	170,000.00	2023 Capital Outlay- 3 Police Vehicles
010-404-6740	11000-3001-58020	Purchase of Equipment	0.00	0.00	3,000.00	3,000.00	2- Safes for Guns/ammo
		TOTAL	1,262,040.00	1,006,262.26	1,298,246.00	1,349,181.00	

INSTRUCTION: Salary Schedule

This form includes formula references to applicable rates. The rates on column D through J should be reviewed to ensure accuracy with existing laws and rules.

Total Number of Full Time Employees:	11
Total Salaries Budgeted:	919,733
Average Salary Increase Budgeted:	0%

FORMS - 1
Detailed Personal Services Schedule
(Rounded to Nearest Dollar)

County/Municipality: City of Lordsburg
Fund Number: PUBLIC SAFETY
Fiscal Year: 2023-2024

(A) ACCOUNT CODE	(B) POSITION DESCRIPTION 1) Position classification / FTE or Part-time 2) Employee name (Optional) 3) Bi-weekly or Monthly Salary	(C) ANNUAL SALARY Bi-Weekly X 26 or Monthly x 12	(D) FICA (C x .062)	(E) MEDICARE (C x .0145)	(F) Staff 8.65% RETIREMENT (C x 20.15%)	(G) HEALTH INSURANCE EMPLOYER %	(H) WORKERS' COMP. ASSESSMENT	(I) RETIREE HEALTH CARE (C X .0166)	(J) OTHER	(K) TOTAL
	1) Police Chief 40.87									
	2) Jack Marquez									
	3) Bi-Weekly	85,000	5,270	1,233	17,128	12,726	9	0	0	121,366
	1) FTE- Officer 25.72									
	2) Isiah Chardburn									
	3) Bi-Weekly	53,498	3,317	776	10,780	20,453	9	0	0	88,832
	1) FTE- Officer 23.88									
	2) Jesus Salcedo									
	3) Bi-Weekly	49,670	3,080	720	10,009	6,984	9	0	0	70,472
	1) FTE- Officer 25.72									
	2) Iram Hernandez									
	3) Bi-weekly	53,498	3,317	776	10,780	6,984	9	0	0	75,363
	1) FTE- Officer 19.57									
	2) Saucedo, Jonathon									
	3) Bi-weekly	40,706	2,524	590	8,202	20,453	9	0	0	72,483
	1) FTE- Sgt. 27.32									
	2) Miguel Estrada									
	3) Bi-weekly	56,826	3,523	824	11,450	12,726	9	0	0	85,358
	1) FTE- Officer 22.02									
	2) Sheppard, Kedrin									
	3) Bi-weekly	45,802	2,840	664	9,229	6,984	9	0	0	65,527
	1) FTE- Lieutenant 32.00									
	2) Aaron Salazar									
	3) Bi-weekly	66,560	4,127	965	13,412	8,028	9	0	0	93,101
	1) FTE- Officer 22.02									
	2) Vacant									
	3) Bi-weekly	44,455	2,756	645	8,958	0	9	0	0	56,823
	1) FTE- Officer 22.02									
	2) Vacant									
	3) Bi-weekly	44,455	2,756	645	8,958	0	9	0	0	56,823
	1) FTE- Admin Assistant 16.36									
	2) Martha Jimenez									
	3) Bi-weekly	34,029	2,110	493	2,943	20,453	9	0	0	60,037
	2) OVERTIME (15%)									
	3)	68,320	4,236	991	0	0		0	0	73,547
	Page Total	642,817	39,855	9,322	111,849	115,791	99	0	0	919,733
	TOTAL s/equal budgeted amounts by Fund & Departm	642,817	39,855	9,322	111,849	115,791	99	0	0	919,733

WATER OPERATING FUND EXPENDITURES							
Caselle GL	DFA GL	Fund Line Item	FY 23 Final	Actuals as of 4/30/2023	FY 24 Interim	FY 24 Final	NOTES
021-415-5100	50100-6003-51020	Personnel Services	134,814.00	117,001.08	136,089.00	128,423.00	
021-415-5110	50100-6003-52100	Workers Comp	27.00	22.44	30.00	30.00	
021-415-5120	50100-6003-52010	FICA Expense	10,313.00	9,028.39	10,411.00	9,824.00	
021-415-5130	50100-6003-52020	PERA Expense	10,681.00	8,692.32	11,444.00	10,807.00	.50% increase
021-415-5140	50100-6003-52030	Major Medical Exp	11,462.00	12,366.45	15,063.00	10,711.00	
021-415-6120	50100-6003-55020	Attorney Fee	500.00	184.65	500.00	500.00	
021-415-6130	50100-6003-55010	Audit Fees	2,990.00	2,990.00	2,990.00	2,990.00	
021-415-6150	50100-6003-57050	Certification of Employees	1,000.00	25.00	1,000.00	1,000.00	
021-415-6180	50100-6003-52130	Conventions & Schools	3,000.00	1,600.00	3,000.00	3,000.00	
021-415-6190	50100-6003-57150	DUES	500.00	550.00	550.00	550.00	
021-415-6200	50100-6003-58020	Safety Equipment	450.00	450.00	450.00	450.00	
021-415-6210	50100-6003-57130	Equipment Rental	2,000.00	0.00	1,000.00	1,000.00	
021-415-6220	50100-6003-55030	Exterminator	250.00	189.85	250.00	250.00	
021-415-6230	50100-6003-56120	Gasoline, Oil & Diesel	6,000.00	6,000.00	7,000.00	7,000.00	
021-415-6240	50100-6003-57070	Insurance	12,708.00	9,824.72	11,000.00	11,000.00	
021-415-6250	50100-6003-57170	Lighting	100,000.00	99,911.79	120,000.00	120,000.00	
021-415-6270	50100-6003-53050	Per Diem	2,500.00	2,500.00	2,500.00	2,500.00	
021-415-6280	50100-6003-56020	Office Supplies	3,000.00	2,953.12	3,000.00	3,000.00	
021-415-6290	50100-6003-57090	Printing, Publication & Legals	1,500.00	1,308.75	1,500.00	1,500.00	
021-415-6300	50100-6003-55030	Professional Services	30,000.00	20,499.63	25,000.00	25,000.00	
021-415-6310	50100-6003-56999	Supplies	30,000.00	29,754.63	30,000.00	30,000.00	
021-415-6316	50100-6003-56110	Uniforms	2,000.00	1,012.59	1,500.00	1,500.00	
021-415-6320	50100-6003-57160	Telephone	6,000.00	4,437.14	6,000.00	6,000.00	
021-415-6330	50100-6003-53030	Travel	2,500.00	936.81	2,500.00	2,500.00	
021-415-6347	50100-6003-55030	Drug Test	600.00	57.35	200.00	200.00	
021-415-6400	50100-6003-54060	Maintenance	1,000.00	292.40	1,000.00	1,000.00	
021-415-6410	50100-6003-54010	Maintenance- Building	2,500.00	2,336.06	2,500.00	2,500.00	
021-415-6420	50100-6003-54020	Maintenance- Computers	10,000.00	2,487.03	5,000.00	5,000.00	
021-415-6430	50100-6003-54010	Maint-Distribut System	50,000.00	46,146.08	50,000.00	50,000.00	
021-415-6440	50100-6003-54020	Maint-Equipment	10,000.00	7,574.33	10,000.00	10,000.00	
021-415-6450	50100-6003-54020	Maintenance-Machinery	1,000.00	169.15	500.00	500.00	
021-415-6480	50100-6003-54040	Maint-Vehicles	4,000.00	3,963.37	4,000.00	4,000.00	
021-415-6500	50100-6003-57999	Refunds	1,000.00	41.19	500.00	500.00	
021-415-6623	50100-6003-55999	Joint Powers Agree	19,055.00	0.00	19,055.00	19,055.00	3% increase
021-415-6600	50100-6003-57999	Other Misc Expenses				10,000.00	Purchase property
021-415-6660	50100-6003-57999	Utility Gross Receipt Tax	37,800.00	32,753.91	37,800.00	37,800.00	
021-415-6663	50100-6003-57999	Water Conservation Fee	5,000.00	4,189.59	5,000.00	5,000.00	
021-415-6700	50100-6003-58999	Capital Outlay- Water	622,206.00	329,275.63	755,449.00	755,449.00	2019 Capital Outlay (426,582) & 2020 Capital Outlay (328,867)
021-415-6710	50100-6003-57999	Administration Fees	5,000.00	3,143.74	5,000.00	5,000.00	
021-415-6725	50100-6003-55030	Contract Construction	1,000.00	0.00	0.00	0.00	
021-415-6730	50100-6003-58020	Purchase of Computer Equip	500.00	454.57	500.00	500.00	
021-415-6740	50100-6003-58020	Purchase of Equipment	24,900.00	0.00	18,700.00	18,700.00	Trash pump, chop saw, ring saw, drive battery impact gun, 2- submers stick pumps-battery, Bobcat (9,700)

021-415-7501	50100-6003-61200	Transfer Out	76,311.00	38,156.00	76,311.00	76,311.00	NMFA LOANS (51,311), Admin Fee (25,000)
		TOTAL	1,246,067.00	803,279.76	1,384,292.00	1,381,050.00	

Total Number of Full Time Employees: 3
 Total Salaries Budgeted: 159,796
 Average Salary Increase Budgeted: _____

FORM S - 1
 Detailed Personal Services Schedule
 (Rounded to Nearest Dollar)

County/Municipality: City of Lordsburg
 Fund Number: Water Operating
 Fiscal Year: 2023-2024

(A) ACCOUNT CODE	(B) POSITION DESCRIPTION 1) Position classification / FTE or Part-time 2) Employee name (Optional) 3) Bi-weekly or Monthly Salary	(C) ANNUAL SALARY Bi-Weekly X 26 or Monthly x 12	(D) FICA (C x .062)	(E) MEDICARE (C x .0145)	(F) RETIREMENT (C x 8.65%)	(G) HEALTH INSURANCE EMPLOYER %	(H) WORKERS' COMP. ASSESSMENT	(I) RETIREE HEALTH CARE (C X .0166)	(J) OTHER	(K) TOTAL
	1) FTE 18.54									
	2) Andrew Flores									
	3) Bi-weekly	38,563	2,391	559	3,336	4,352	9	0	0	49,210
	1) FTE 17.51									
	2) Ramon Neibles									
	3) Bi-weekly	36,421	2,258	528	3,150	4,352	9	0	0	46,718
	1) FTE 15.00									
	2) VACANT									
	3) Bi-weekly	31,200	1,934	452	2,699	0	9	0	0	36,294
	1) FTE (25%) 36.06									
	2) Frank Madrid									
	3) Bi-weekly	18,751	1,163	272	1,622	2,007	3	0	0	23,818
	1)									
	2) OVERTIME (5%)									
	3) not Frank	3,488	216	51	0	0	0	0	0	3,755
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	Page Total	128,423	7,962	1,862	10,807	10,711	30	0	0	159,796
	TOTAL s/equal budgeted amounts by Fund & Departm	128,423	7,962	1,862	10,807	10,711	30	0	0	159,796

SEWER OPERATING FUND							NOTES
Caselle GL	DFA GL	Fund Line Item	FY 23 Final	Actuals as of 4/30/23	FY 24 Interim	FY 24 Final	
023-300-3240	50300-0001-44230	Gross Receipt Tax-Utility	25,000.00	0.00	0.00	0.00	
023-300-3700	50300-0001-44230	Sales & Services	456,187.00	436,079.80	469,873.00	524,954.05	
023-300-3710	50300-0001-44240	Connection Charges	2,500.00	2,030.00	2,500.00	2,500.00	
023-300-4640	50300-0001-46900	Miscellaneous	12,000.00	-	12,000.00	12,000.00	
023-300-4680	50300-0001-46060/47300	Reimbursements	700,000.00	-	300,000.00	-	
023-300-4930	50300-0001-46030	Interest Revenue	50.00	5.41	50.00	50.00	
		TOTAL REVENUE	1,195,737.00	438,115.21	784,423.00	539,504.05	

SEWER OPERATING FUND							NOTES
Caselle GL	DFA GL	Fund Line Item	FY 23 Final	Actuals as of 4/30/23	FY 24 Interim	FY 24 Final	
023-415-5100	50300-6005-51020	Personnel Services	109,649.00	66,185.56	109,662.00	128,423.00	Robert Holguin transferred from Utilities to Ww Dept
023-415-5110	50300-6005-52100	Workers Comp	22.00	10.35	21.00	30.00	
023-415-5120	50300-6005-52010	FICA Expense	8,388.00	5,156.61	8,389.00	9,824.00	
023-415-5130	50300-6005-52020	PERA Expense	8,656.00	5,145.94	9,189.00	10,807.00	.50% increase
023-415-5140	50300-6005-52030	Major Medical Exp	11,156.00	9,021.55	10,991.00	10,711.00	
023-415-6130	50300-6005-55010	Audit Fees	2,990.00	286.24	600.00	600.00	
023-415-6180	50300-6005-57050	Conventions & Schools	1,200.00	27.70	1,000.00	1,000.00	
023-415-6190	50300-6005-57150	DUES	500.00	335.00	400.00	400.00	
023-415-6210	50300-6005-57130	Equipment Rental	1,000.00	0.00	0.00	0.00	
023-415-6220	50300-6005-55030	Exterminator	250.00	116.37	200.00	200.00	
023-415-6230	50300-6005-56120	Gasoline, Oil & Diesel	5,000.00	5,000.00	6,000.00	6,000.00	
023-415-6240	50300-6005-57070	Insurance	10,696.00	10,114.65	10,200.00	10,200.00	
023-415-6250	50300-6005-57170	Lighting	135,000.00	104,804.69	120,358.00	120,358.00	
023-415-6270	50300-6005-53050	Per Diem	1,500.00	15.99	500.00	500.00	
023-415-6280	50300-6005-56020	Office Supplies	3,500.00	3,203.51	3,500.00	3,500.00	
023-415-6290	50300-6005-57090	Printing, Publication & Legals	100.00	0.00	100.00	100.00	
023-415-6300	50300-6005-55030	Professional Services	10,000.00	9,945.30	10,000.00	10,000.00	
023-415-6310	50300-6005-56999	Supplies	16,000.00	4,732.44	10,000.00	10,000.00	
023-415-6316	50300-6005-56110	Uniforms	1,200.00	599.19	800.00	800.00	
023-415-6320	50300-6005-57160	Telephone	3,500.00	3,090.52	3,500.00	3,500.00	
023-415-6330	50300-6005-53030	Travel	500.00	0.00	500.00	500.00	
023-415-6347	50300-6005-55030	Drug Test	250.00	17.35	100.00	100.00	
023-415-6410	50300-6005-54010	Maintenance- Building	1,000.00	114.62	1,000.00	1,000.00	
023-415-6430	50300-6005-54010	Maint-Distribut System	20,000.00	6,540.24	10,000.00	10,000.00	Aerator repairs (10,000)
023-415-6440	50300-6005-54020	Maint-Equipment	20,000.00	18,632.75	20,000.00	20,000.00	Parts and equipment for Lift station(12,300); 2-flow meters (4,000), Engine powered pump w/trailer (3,000)
023-415-6480	50300-6005-54040	Maint-Vehicles	600.00	474.18	600.00	600.00	
023-415-6623	50300-6005-55999	Joint Powers Agree	18,798.00	0.00	18,798.00	18,798.00	
023-415-6660	50300-6005-57999	Utility Gross Receipt Tax	25,000.00	24,710.67	26,000.00	26,000.00	
023-415-6710	50300-6005-57999	Administration Fees	3,500.00	3,143.72	3,500.00	3,500.00	
023-415-6725	50300-6005-55030	Contract Construction	4,500.00	0.00	0.00	0.00	
023-415-6750	50300-6005-58020	Purchase of Equipment	24,900.00	2,331.72	39,700.00	39,700.00	Transfer switch (11,000)4-valves (3,000/each)mower (3,000) Crane attachment (3,000), bobcat (9,700)
023-415-7501	50300-0001-61200	Transfer Out	68,515.00	34,258.00	68,515.00	68,515.00	NMFA Loans (43,515) Admin Fees (25,000)
023-415-6700	50300-6005-58040	Capital Outlay Expenses	700,000.00	0.00	300,000.00	0.00	
		TOTAL EXPENDITURES	1,217,870.00	318,014.86	794,123.00	515,666.00	

		NET REVENUE OVER EXPENDIT	(22,133.00)	120,100.35	(9,700.00)	23,838.05	
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INSTRUCTION:

This form includes formula references to applicable rates. The rates on column D through J should be reviewed to ensure accuracy with existing laws and rules.

Total Number of Full Time Employees:	3
Total Salaries Budgeted:	151,487
Average Salary Increase Budgeted:	

FORM S - 1
Detailed Personal Services Schedule
(Rounded to Nearest Dollar)

County/Municipality: City of Lordsburg
Fund Number: Sewer Operating
Fiscal Year: 2023-2024

(A) ACCOUNT CODE	(B) POSITION DESCRIPTION 1) Position classification / FTE or Part-time 2) Employee name (Optional) 3) Bi-weekly or Monthly Salary	(C) ANNUAL SALARY Bi-Weekly X 26 or Monthly x 12	(D) FICA (C x .062)	(E) MEDICARE (C x .0145)	(F) RETIREMENT (C x 8.65%)	(G) HEALTH INSURANCE EMPLOYER %	(H) WORKERS' COMP. ASSESSMENT	(I) RETIREE HEALTH CARE (C X .0166)	(J) OTHER	(K) TOTAL
	1) FTE 18.51									
	2) Robert Holguin									
	3) Bi-weekly	38,501	2,387	558	3,330	4,352	9	0	0	49,137
	1) FTE 18.04									
	2) Aljendro Ortiz									
	3) Bi-weekly	37,523	2,326	544	3,246	6,977	9	0	0	50,626
	1) FTE (50%) 36.06									
	2) Frank Madrid									
	3) Bi-weekly	37,502	2,325	544	3,244	4,014	3	0	0	47,632
	1)									
	2) OVERTIME (5%)									
	3) Not Frank	3,801	236	55	0	0	0	0	0	4,092
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	Page Total	117,328	7,274	1,701	9,820	15,343	21	0	0	151,487
	TOTAL s/equal budgeted amounts by Fund & Departm	117,328	7,274	1,701	9,820	15,343	21	0	0	151,487

Total Number of Full Time Employees: 1
Total Salaries Budgeted: 101,852
Average Salary Increase Budgeted: _____

FORM S - 1
 Detailed Personal Services Schedule
 (Rounded to Nearest Dollar)

County/Municipality: City of Lordsburg
Fund Number: Economic Development-NEW
Fiscal Year: 2023-2024

(A) ACCOUNT CODE	(B) POSITION DESCRIPTION 1) Position classification / FTE or Part-time 2) Employee name (Optional) 3) Bi-weekly or Monthly Salary	(C) ANNUAL SALARY Bi-Weekly X 26 or Monthly x 12	(D) FICA (C x .062)	(E) MEDICARE (C x .0145)	(F) RETIREMENT (C x 8.65%)	(G) HEALTH INSURANCE EMPLOYER %	(H) WORKERS' COMP. ASSESSMENT	(I) RETIREE HEALTH CARE (C X .0166)	(J) OTHER	(K) TOTAL
	1) Economic Develop Specialist									
	2) Emily G.									
	3) Bi-weekly	75,000	4,650	1,088	6,488	14,617	9	0	0	101,852
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	1)									
	2)									
	3)	0	0	0	0	0	0	0	0	0
	Page Total	75,000	4,650	1,088	6,488	14,617	9	0	0	101,852
	TOTAL s/equal budgeted amounts by Fund & Departm	75,000	4,650	1,088	6,488	14,617	9	0	0	101,852

ORDINANCE

No

2023-02

TO REPEAL

AND REPLACE

No

2022-03

CITY OF LORDSBURG
ORDINANCE № 2023-02

AN ORDINANCE CONCERNING THE REGISTRATION AND MAINTENANCE OF NEGLECTED VACANT RESIDENTIAL AND COMMERCIAL STRUCTURES WITHIN THE CITY LIMITS OF LORDSBURG, NEW MEXICO TO BE AMENDED TO PROVIDE CLARIFICATION OF THE DEFINITION OF "STRUCTURE"

WHEREAS presence of unmaintained vacant structures creates a negative impression and has been shown to have an adverse economic impact on the neighboring properties and businesses by depressing property values;

WHEREAS trespassers find vacant structures to be attractive places to conduct criminal activities, and unauthorized access can lead to vandalism and even fires that put the structure and surrounding area at risk;

WHEREAS neglected vacant and unsecured structures can become an attractive but dangerous play area for children and can harbor wild animals, pests and vermin.

WHEREAS vacant structures that have deteriorated or have been neglected are a threat to public safety, health and welfare of the community.

WHEREAS the City of Lordsburg desires to remove the nuisance to the City caused by neglected structures;

WHEREAS it is the property owner's responsibility to maintain a vacant structure to minimize the appearance of neglect and to secure the vacant structure from unauthorized entry, and such responsibility should not be a burden placed upon the entire community;

WHEREAS to provide for the safety, preserve the health, promote the prosperity and improve the morals, order, comfort and convenience of the City of Lordsburg and its inhabitants, it is necessary to establish a process whereby the City of Lordsburg can identify neglected vacant structures and impose a fee upon owners thereof in order to monitor compliance with applicable laws; and

WHEREAS the Clerk of the City of Lordsburg has published timely notice in the Hidalgo County Herald, a newspaper of weekly circulation in Hidalgo County, and gave timely notice to interested parties in accordance with the provisions of NMSA 1978 Section 3-17-1 (1973); and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LORDSBURG, HIDALGO COUNTY, NEW MEXICO, THAT:

SECTION 1. **INTRODUCTION.** The City of Lordsburg would like to add an Ordinance titled "Registration and maintenance of Neglected Vacant Residential and Commercial Structures, to read as follows:

SECTION 2. **PURPOSE.** The purpose of this Ordinance is to help protect the health and safety of the residents of the City of Lordsburg so that vacant structures do not constitute a public nuisance, by ensuring appropriate maintenance of vacant residential and commercial structures to prevent the development of unsanitary conditions, unsafe deterioration of the structure, and unauthorized entry. This Ordinance will help promote the City's public welfare by preventing blight and protecting property value and neighborhood integrity and safety.

SECTION 3. **DECLARATION OF PUBLIC NUISANCE.** It is declared a public nuisance for any owner to cause, permit, or to fail to maintain any vacant residential or commercial structure in a manner contrary to the provisions of this Ordinance.

SECTION 4. **APPLICABILITY.** The provisions of this Ordinance shall apply to all vacant residential and commercial structures within the city limits of the City of Lordsburg, as those boundaries may be altered from time to time by annexation.

SECTION 5. **DEFINITIONS.** For purposes of this Ordinance, the following terms are defined as follows:

LOT	A measured parcel of land having fixed boundaries designated on a survey under one ownership as shown on the last Assessor's roll of Hidalgo County or the records of the City of Lordsburg, whichever is most recent.
NEGLECTED VACANT STRUCTURE	A structure which is vacant and is not maintained in accordance with the provisions of this Ordinance and certified in writing to be neglected by the City Police Chief or Fire Chief.
OCCUPANCY	The act of residing in the structure with full utilities service or conducting a legal business, properly registered, from the structure with full utilities service.
OWNER	The owner of record based on the public records of the Hidalgo County Clerk and the office of the Hidalgo County Assessor and any person with legal, financial, or equitable interest in the structure, land or premises at the time of the determination that the vacant structure is a neglected structure under the provisions of this Ordinance.
REGISTRATION	The process of providing name, present address, and other contact information of the owner of a vacant structure for protection of the subject premises and the owner's investment.
STRUCTURE	A combination of any materials fixed to the ground and having a roof, enclosed within exterior walls, and constructed to as a dwelling for the shelter of persons, including a building for the conduct of a legal business. A structure shall include any mobile home or manufactured home , as those homes are defined in NMSA 1978, Section 3-21A-2(A) and -(B) (1987, as amended through 2001), whether used for residential or commercial purposes.

VACANT
STRUCTURE

- (1) A structure that has remained unoccupied for a period of More than thirty (30) days.
- (2) A structure is not deemed to be vacant for the purpose of This Ordinance if any of the following circumstances exist:
 - a. Any unit or portion of the structure is occupied by authorized persons.
 - b. Any other structure on the same lot occupied by authorized persons; or
 - c. Construction or alteration of the structure is in progress, and where a state permit is required such unexpired permit must be posted. If a required state permit is not posted or has expired, then the structure shall be considered a vacant structure and subject to the requirements of the Ordinance

SECTION 6. REGISTRATION OF NEGLECTED VACANT STRUCTURE.

- A. Notification of Determination of Neglect and Required Registration. When A vacant structure is determined to be neglected, and certified in writing, the Clerk of the City of Lordsburg shall notify the owner by certified mail, return receipt requested, of the neglect determination and the requirement to register the neglected vacant structure with the City. Said notice shall contain a registration form.
 - (1) The owner must register the neglected vacant structure within (30) calendar days of receipt of the notice; and
 - (2) The owner must pay the neglected vacant structure fee with registration.

- B. Registration Information. Registration shall be on a form available from City Clerk, which includes but is not limited to the following information:
 - (1) Name, address (physical and mailing), and contact phone numbers of the owner.
 - (2) Name, address (physical and mailing), and contact telephone numbers of the local agent or representative for the structure/property, if other than the owner.

- C. Keep Registration Information Current. Upon any change in the facts provided in the initial registration, the owner shall file up-dated information within ten (10) business days of such change.
- D. Neglected Vacant Structure Fee. Upon notification of the neglected vacant structure determination, the owner must pay a prorated fee as established below, and continue to pay an annual fee on or before January 31 of each calendar year the vacant structure continues to be classified as a neglected vacant structure.
- (1) Initial fee shall be prorated from the month following the receipt of notice of the neglected vacant structure determination, which shall be based on a first-year annual fee of \$300.00 (\$25.00 per month).
 - (2) First full calendar year annual fee, where the structure is still designated as a neglected vacant structure, shall be \$300.00 (three hundred dollars).
 - (3) For each additional full calendar year, the premises remains designated as a neglected vacant structure, the fee shall increase an additional \$100.00 (one hundred dollars) per year up to a maximum of \$500.00 (five hundred dollars)
- E. Owner Not Exempt from Complying with Standards Upon Payment of Fee. payment of the neglected vacant structure fee does not exempt the owner from complying with this Ordinance and other applicable laws. Upon a showing that the vacant structure and lot are in full compliance with this Ordinance, the City will vacate the neglected vacant structure fee. No further fee will be due provided the vacant structure and lot continue to be in compliance with this Ordinance.

SECTION 7. **REQUIREMENTS AND STANDARDS,**

- A. Maintenance in Accordance with all Applicable Laws. The owner of a vacant structure shall maintain it and its lot(s) in accordance with all applicable local Ordinances and the state sanitary codes, building codes, and fire codes pertaining to the lost and the external (visible) parts of the structure.

- B. Security Standards. The owner shall maintain the vacant structure in a way that secures the structure from any unauthorized entry and shall comply with the following minimum-security standards:
- (1) Promptly cover, secure, or repair all broken windows, doors or other openings, and any unsafe conditions at a vacant structure. boards or coverings must be fitted and sized to the exterior opening.
 - (2) There shall be at least one operable door into each vacant structure, secured with a suitable lock.
 - (3) The lot(s) upon which a vacant residential or commercial structure is located shall be appropriately secured based on the conditions and Surroundings, and maintained in a manner that eliminates any Public safety hazard. Said lot(s) must be free of all combustible materials.
- C. Appearance Standards. The owner of a vacant structure shall comply with The following minimum appearance standards:
- (1) All vacant structure must be maintained in a manner that minimizes the appearance of neglect and deters unauthorized occupation. owners shall promptly remove graffiti from the vacant structure and any fencing and immediately repair damage from attempted or actual intrusions into the vacant structure.
 - (2) All exterior surfaces, including any boarded windows or doors, shall be applied with sufficient paid, siding, stucco, or other finishes in the same color or similar color to blend with the structure's existing exterior color scheme. All exterior surfaces, including roofs, shall be of sufficient construction to weatherproof the vacant structure.
 - (3) The lot(s) upon which the vacant structure is situated, including all landscaping, shall be kept in such condition as not to create the appearance of an unsecured structure. Said lot(s) shall be free of litter, which includes debris and garbage.

SECTION 8. **PARTIAL OR COMPLETE DESTRUCTION OF STRUCTURE.** An Owner of a structure rendered vacant as a result of catastrophic fire or act of nature shall: (i) *immediately* secure the premises with appropriate fencing and no trespass signs, (ii) within four calendar weeks from the catastrophic event demolish any remaining parts

of the structure and clear the site or show proof to the Code enforcement Officer of completed and filed application for appropriate state permits for rebuilding the partially destroyed structure.

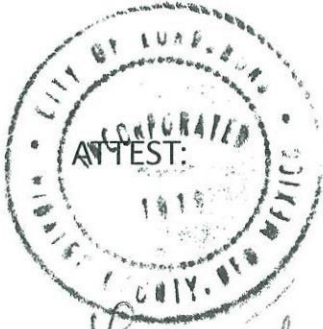
SECTION 9. PENALTIES

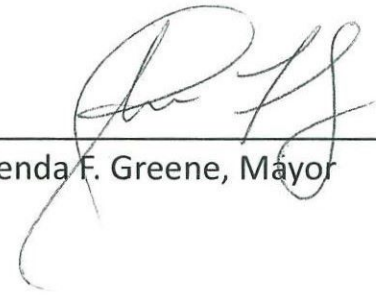
- A. It is unlawful for any person who owns, controls or is The responsible agent of a vacant structure to fail to register and pay the requisite fee as provided in this Ordinance, and to maintain or cause or permit the maintenance of the vacant structure in a condition defined as a “neglected vacant structure” in this Ordinance. Violations of this ordinance are in addition to any other violation established by law.
- B. The court may impose fine of not more than \$500.00 (five hundred dollars) or imprisonment of more than 90 (ninety) days or both upon finding any person in violation of any provisions of this ordinance.
- C. Remedies Not Exclusive. This Ordinance shall not be interpreted as limiting the penalties, actions, or summary abatement procedures that may be taken by the City under existing laws, Ordinances, or rules, including perfecting a lien upon the premises and foreclosure thereof.

SECTION 10. REPEALER. All Ordinances or parts of Ordinance in conflict with this ordinance are repealed


SECTION 11. SEVERABILITY. Should any provisions of this Ordinance be rendered invalid by a court of law, the remaining provisions shall continue in force and effect until amended or repealed by action of the City Council.

PASSED, APPROVED AND ADOPTED by the City of Lordsburg on this 26th day of July, 2023 in Regular Session at Lordsburg, Hidalgo County, New Mexico.





Glenda F. Greene, Mayor



Linda S. Farnsworth, City Clerk

LEGAL NOTICES

NOTICE OF INTENT CITY OF LORDSBURG ORDINANCE № 2023-03

INTENT TO ADOPT AN ORDINANCE TO PROHIBIT CAMPING, LODGING, AND SIMILAR ACTIVITIES WITHIN THE CITY LIMITS OF LORDSBURG, NEW MEXICO. Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c

988
SUICIDE
& CRISIS
LIFELINE

LEGAL NOTICES

NOTICE OF INTENT CITY OF LORDSBURG ORDINANCE № 2023-02

INTENT TO ADOPT AN ORDINANCE TO PROVIDE CLARIFICATION OF THE DEFINITION OF "STRUCTURE" WITH LANGUAGE MODIFICATION AND REPEALING AND REPLACING ORDINANCE № 2022-03. BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LORDSBURG, NEW MEXICO.

SECTION 1 - ADOPTION BY REFERENCE

Replacing Ordinance № 2022-03 with language modifications

SECTION 2 – EFFECTIVE DATE

Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c

j16c

PROPOSALS WANTED

The Hidalgo County Fair Board is seeking bids/proposals/applications for the following.

1. **Gate Worker Committee** (group, organization, or individual)
2. **Custodial/Trash/Grounds Keeping** (business or individual)

All bids will be due on June 21, 2023.

Please email hidalgo.co.fair@gmail.com for scope of work/information

m26/j16c

LEGAL NOTICES

NOTICE OF INTENT CITY OF LORDSBURG ORDINANCE No 2023-02

INTENT TO ADOPT AN ORDINANCE TO PROVIDE CLARIFICATION OF THE DEFINITION OF "STRUCTURE" WITH LANGUAGE MODIFICATION AND REPEALING AND REPLACING ORDINANCE No 2022-03. BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LORDSBURG, NEW MEXICO.

SECTION 1 - ADOPTION BY REFERENCE

Replacing Ordinance No 2022-03 with language modifications

SECTION 2 - EFFECTIVE DATE

Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA, 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c

participate, please contact City Hall 48 hours before the meeting at 575-542-3421.

The Regular meeting will be available to the public via Zoom.

/s/ Linda S. Farnsworth
City Clerk
J16c

NOTICE OF INTENT CITY OF LORDSBURG ORDINANCE No 2023-03

INTENT TO ADOPT AN ORDINANCE TO PROHIBIT CAMPING, LODGING, AND SIMILAR ACTIVITIES WITHIN THE CITY LIMITS OF LORDSBURG, NEW MEXICO. Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c

Public Notice Special Education Destruction Records

Notice to parents and former students a notice was sent out on June 8, 2023 regarding former students who at one time in their school years with the Lordsburg Municipal Schools received special education. The special education records are available for pick up. If you are interested in obtaining the record please come by the Schools Administrative Office at 401 W. 4th St. The deadline to pick up the special education record is on September 8, 2023 after this date records will be destroyed. If you have any questions regarding notice please contact the Special Education Department at 575-542-9361.

j16/30c

ORDINANCE

No

2023-03

**PROHIBIT
CAMPING AND
SIMILAR
ACTIVITIES
WITHIN CITY**

CITY OF LORDSBURG
ORDINANCE NO. 2023-03

AN ORDINANCE TO PROHIBIT CAMPING, LODGING, AND SIMILAR ACTIVITIES WITHIN ON PUBLIC PROPERTY WITHIN THE CITY LIMITS OF LORDSBURG, NEW MEXICO.

WHEREAS, public property is intended to be used by the public for public purposes, including daily City operations, park recreational use, pedestrian, bicycle and vehicular transportation, and other public uses; and

WHEREAS, camping without adequate sanitation services, such as sewer, water, and garbage, presents a public health and safety concern by increasing the spread of disease and potential for members of the public, including individuals experiencing homelessness, to contract illnesses; and

WHEREAS, it is important to maintain public property consistent with its intended use while balancing the needs of those experiencing homelessness with the impact on the entire community; and

WHEREAS, the City Council hereby finds that the requirements established by this Ordinance are necessary for the preservation of the public peace, health, safety, and welfare;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LORDSBURG, HIDALGO COUNTY, NEW MEXICO, THAT:

SECTION 1. PROHIBITION.

It is unlawful and declared to be a public nuisance for any person to camp or lodge on property owned by the City of Lordsburg, including but not limited to any dedicated street, alley, highway, public sidewalk, or public park, but not including areas of Veterans Park that are specifically designated for camping.

SECTION 2. DEFINITIONS.

For the purposes of this Section 1, “camp or lodge” means:

- (A) Sleep or otherwise be in a temporary shelter outdoors;
- (B) Cook over an open flame or fire; or
- (C) Lay down bedding or set up a tent, shelter, or similar structure for the purpose of sleeping or temporarily living.

SECTION 3. SEVERABILITY.

If any provision of this ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining provisions. The City Council hereby declares that it would have passed each provision of this ordinance irrespective of the fact that any provision be declared unconstitutional or invalid.

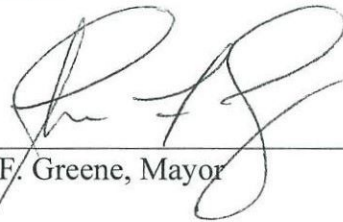
SECTION 4. PENALTY.

Wherever in this ordinance any act is prohibited or declared to be unlawful, the act shall constitute a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than \$59.00.

SECTION 5. REPEALER. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

PASSED, ADOPTED, AND APPROVED by vote of the City Council of the City of Lordsburg, Hidalgo County, New Mexico this 26th day of July, 2023.





Glenda F. Greene, Mayor



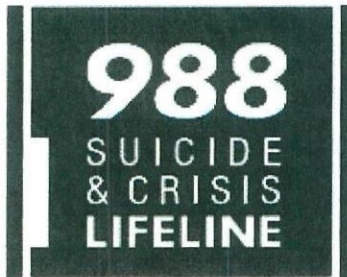
Linda S. Farnsworth, City Clerk

LEGAL NOTICES

**NOTICE OF INTENT
CITY OF LORDSBURG
ORDINANCE № 2023-03**

INTENT TO ADOPT AN ORDINANCE TO PROHIBIT CAMPING, LODGING, AND SIMILAR ACTIVITIES WITHIN THE CITY LIMITS OF LORDSBURG, NEW MEXICO. Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c



LEGAL NOTICES

**NOTICE OF INTENT
CITY OF LORDSBURG
ORDINANCE № 2023-02**

INTENT TO ADOPT AN ORDINANCE TO PROVIDE CLARIFICATION OF THE DEFINITION OF "STRUCTURE" WITH LANGUAGE MODIFICATION AND REPEALING AND REPLACING ORDINANCE № 2022-03. BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LORDSBURG, NEW MEXICO.

SECTION 1 - ADOPTION BY REFERENCE

Replacing Ordinance № 2022-03 with language modifications

SECTION 2 – EFFECTIVE DATE

Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c

j16c

PROPOSALS WANTED

The Hidalgo County Fair Board is seeking bids/proposals/applications for the following.

1. **Gate Worker Committee** (group, organization, or individual)
2. **Custodial/Trash/Grounds Keeping** (business or individual)

All bids will be due on June 21, 2023.

Please email hidalgo.co.fair@gmail.com for scope of work/information

m26/j16c

LEGAL NOTICES

NOTICE OF INTENT CITY OF LORDSBURG ORDINANCE № 2023-02

INTENT TO ADOPT AN ORDINANCE TO PROVIDE CLARIFICATION OF THE DEFINITION OF "STRUCTURE" WITH LANGUAGE MODIFICATION AND REPEALING AND REPLACING ORDINANCE № 2022-03. BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LORDSBURG, NEW MEXICO.

SECTION 1 - ADOPTION BY REFERENCE

Replacing Ordinance № 2022-03 with language modifications

SECTION 2 - EFFECTIVE DATE

Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c

participate, please contact City Hall 48 hours before the meeting at 575-542-3421.

The Regular meeting will be available to the public via Zoom.

/s/ Linda S. Farnsworth
City Clerk
J16c

NOTICE OF INTENT CITY OF LORDSBURG ORDINANCE № 2023-03

INTENT TO ADOPT AN ORDINANCE TO PROHIBIT CAMPING, LODGING, AND SIMILAR ACTIVITIES WITHIN THE CITY LIMITS OF LORDSBURG, NEW MEXICO. Consideration of the final adoption of such proposed Ordinance will not take place until at least two weeks subsequent to the date of this notice and only at a public meeting called and held in accordance with Section 3-17-3, NMSA 1978. Consideration of said Ordinance is currently scheduled for and will not take place prior to June 21, 2023.

/s/ Linda S. Farnsworth
City Clerk
j9/16c

Public Notice Special Education Destruction Records

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j16/30c

**FLEET SAFETY
POLICY
(UPDATED)
TO ADD TO
EMPLOYEE
HANDBOOK**

Fleet Safety

Effective Date: June 21, 2023

City of Lordsburg

Purpose

The City of Lordsburg recognizes that our employees are our most valuable asset and the most important contributors to our continued growth and success. The City is committed to reducing workplace accidents and providing a safe working environment for all employees. We value our workers not only as employees but also as human beings who are crucial to the success of their families, the local community and City government.

Motor vehicle accidents are the leading cause of work-related fatalities. The environment in which these accidents occur involves numerous complex factors, many of which are uncontrollable. The purpose of City of Lordsburg's Fleet Safety program is to eliminate unnecessary injuries and fatal circumstances by reducing those factors that we can control.

To further this goal, the City has developed a Fleet Safety Policy effective **June 21, 2023**. The Program will consist of six components: recruitment, job requirements, training, preventive maintenance, accident investigation and City vehicles for personal use. This policy applies to all candidates for employment as well as all current employees.

Recruitment:

The City of Lordsburg focuses its initial efforts on driver selection through a variety of resources, beginning with the job application. The application will require a prospective employee to do the following:

- List past driving experience, employers, and types of vehicles driven.
- Notify the City of Lordsburg of any motor vehicle violations for at least the last 3 years.
- List references.

Driver selection will be made upon completion of a formal interview, background check, reference verification, review of the individual's motor vehicle record (MVR) and a negative drug screen. Authorizations will be obtained to contact prior employers and personal references.

MVRs will be requested upon completion of a satisfactory interview and periodically thereafter at a minimum of at least once per year. Management reserves the right to use its discretion in determining an unsatisfactory MVR. An excessive number of violations in the past three years will be grounds for an unsatisfactory MVR prohibiting hiring of a prospective employee or possible termination and/or disciplinary actions of an active employee.

Drug/Alcohol Testing:

Initial and periodic random drug and alcohol testing is mandatory. Testing will be conducted by a licensed medical facility designated by City of Lordsburg. Any positive results will be grounds for termination. Driving under the influence of alcohol or any other illegal substances will be grounds for termination.

Job Requirements:

All positions requiring regular driving require a written job description to include main duties, functions and the necessary physical requirements required to perform all associated tasks:

- All prospective employees will be required to undergo a physical evaluation
- If required, candidates must pass a Department of Transportation (DOT) physical evaluation
- Results of the physical evaluation will be compared to the necessary physical requirements
- In some cases, Commercial Drivers Licenses are required per regulatory agencies.

Prepared by NM Self Insurers' Fund

This fleet safety policy is a guideline to reduce motor vehicle accidents. It may not prevent all accidents from occurring. It does not address potential compliance issues with Federal, State or local OSHA or any other regulator agency standards. Nor is it meant to be exhaustive or construed as legal advice. Consult your licensed commercial property and casualty representative at NM Self Insurers' Fund or legal counsel to address possible compliance requirements. ©2007-2010 Zywave, Inc. All rights reserved.

As part of the recruitment process, prospective employees may be required to complete a road test. Active employees will participate in periodic road tests for training purposes. Tests will be conducted by Human Resources and/or management and will cover a variety of driving criteria. The road test will require prospective and active employees to safely and competently complete tasks associated in the following categories:

- Pre-trip Inspection
- General Vehicle Operation
- Fifth wheel connection
- Backing and parking
- Turning
- Passing
- Railroad crossing

Results of the road test will be shared with prospective and active employees at management's discretion.

Training:

New-hire and periodic training is required. All employees are expected and required to actively participate identifying training needs as well as program development. Programs will consist of classroom and on-the-road modules. Training will focus on but will not be limited to defensive driving techniques and behavior modification.

The City of Lordsburg will monitor driver habits to identify potentially unsafe driving habits that require additional training and/or disciplinary actions. We will use ride-along training combined with statistical data focusing on accident types and frequency to identify areas of improvement. **Two accidents or moving violations in a one calendar year period will require review with a supervisor to determine what, if any, disciplinary action is needed and to identify possible training opportunities.** Employment may be jeopardized if accident frequency is above the required norm with no concentrated efforts being made for improvement.

Requesting and Retrieving a Vehicle:

As much in advance in possible, and no later than 10 days before the pick-up date, employees must complete a vehicle request form with reason for vehicle use, places traveling, time of pick-up and drop-off, and supervisor's signature, and return it to **Martha Salas**. Vehicle pick-up and drop-off times should be estimated as accurately as possible to allow for proper accommodation of other employees.

If an employee no longer needs to use a reserved vehicle, the employee should give notice as early as possible to **Marrtha Salas**.

On the scheduled date and time of pick-up or drop-off, employees should respect the time the vehicle has been reserved and give ample notice should that time change.

Basic Vehicle Operation Guidelines:

Employees are expected to treat City vehicles with an appropriate level of respect and care, demonstrating an attitude of loyalty and pride to the City. The following are basic vehicle operation principles to which employees are required to adhere:

- Always use seat belts.
- Drive defensively. Always anticipate what other drivers on the road might do wrong and plan your mode of escape. Never move through traffic aggressively.
- Respect speed limits and traffic signs. Follow all traffic signals.
- Always lock the vehicle and apply the parking brake when getting out, even if it remains in sight.
- During long trips, take breaks every four hours. Never drive more than 10 hours during a 24-hour period.
- Avoid driving past midnight.
- Avoid driving in dangerous conditions, including drowsiness and inclement weather.
- Remove any trash or personal items before returning the vehicle to City of Lordsburg.

Traffic Violations

The City of Lordsburg is not responsible for any traffic violations or parking tickets acquired by violation of city ordinance, state or federal laws regarding your driving habits and operation of your motor vehicle. Any ticket issued is the employee's responsibility, even if the ticket is issued while conducting business for the City of Lordsburg.

Refueling Guidelines

Vehicles should be refueled when the meter reads $\frac{1}{4}$ full. Retain receipts proving the purchase of gasoline and record mileage with each gasoline purchase. For your safety when operating a vehicle, follow these guidelines:

- Turn off the vehicle's engine while refueling.
- Never smoke, light matches or use lighters while refueling.
- Do not get into the vehicle during refueling, as this presents a flash fire hazard.
- Do not overfill or top off the vehicle's fuel tank. The fuel dispenser shuts off automatically when the tank is full.
- Never force the hold-open latch on the gasoline pump with any means other than the latch provided.

Distracted Driving

The City of Lordsburg is committed to employee safety, and for this reason firmly prohibits all behavior that distracts employees while they are operating a City vehicle. General guidelines for behavior while driving are as follows:

- Use of cell phones while driving is strictly prohibited: This includes all functions of the cell phone including, but not limited to, phone calls, text messaging/SMS, email, MMS, Internet use and camera use.
- Use of electronic devices (including laptops, PDAs, cameras and pagers): While driving is strictly prohibited unless specifically outlined below.
- Voicemail must handle all calls while driving, and calls may only be returned when stopped or pulled off the road.
- Passengers making or taking calls for the driver is permissible provided the interaction does not affect the driver's performance.
- Regular callers must be informed that you will not be available while driving and should be notified of the best times to call based on driving schedule.
- Employees who receive calls from co-workers who are driving are obligated to ask that the co-worker call back at a more appropriate time.

Headset/Hands-free Use

The City of Lordsburg prohibits the use of hand-held mobile devices while driving. Using a hand-held mobile device means using at least one hand to hold the mobile device, dialing a mobile device by pressing more than a single button or reaching for a mobile device in a manner that requires the driver to maneuver so they are no longer in a seated driving position, restrained by a seat belt. However, the use of headsets or hands-free devices while driving is permissible if:

- The device is preapproved by the City for use.
- Use of the device does not cause distraction (for example, fiddling with the device or taking eyes off the road to get it to function properly).
- Any dialing or use of the handset requires a single button.
- Any dialing or use of the handset is handled while stopped or pulled to the side of the road.
- Conversations do not interfere with the driver's ability to drive safely.
- Road conditions are generally good and do not threaten the driver's safety.

Emergency Calls

The only exception to the cell phone use guideline is calls placed to 911. If placing or accepting an emergency call, it should be kept short with a hands-free option if available. The vehicle should be pulled over if possible.

GPS Systems

The City of Lordsburg understands that sometimes, especially when traveling in unfamiliar areas, drivers require assistance with directions. GPS systems are extremely helpful devices, but they can also be distracting if used improperly. Employees must adhere to the following:

- Mounted GPS systems may not block or obstruct the driver's view in any way.
- GPS systems must be voice narrated and must not require that the driver look away from the road to follow instructions.
- Employees may not program the system while in motion.
- Programming or otherwise engaging with the GPS screen may only occur while stopped or while pulled off the road.

Audio Devices

In some cases, worrying about music selection or touching dials and buttons on the radio or audio device may be just as dangerous as cell phone use. It takes eyes and concentration off the road, which is not permissible under City of Lordsburg policy. The City of Lordsburg allows employee use of personal, portable audio devices, because we do not want to eliminate employees' ability to enjoy music while behind the wheel. However, employees must follow these guidelines:

- Employees may not take eyes off the road to adjust music settings.
- Programming music settings while stopped, pulled off the road or before departing is permissible behavior.
- Employees may not under any circumstances use MP3 players or other handheld electronic audio devices with headphones. Not only is it illegal in most states, it also impedes the driver's ability to properly hear warning signs, signals or sirens.

Preventive Maintenance:

To maintain the safety and integrity of the vehicle, the City of Lordsburg will provide the necessary resources to ensure all vehicles are operating properly. All routine motor vehicle maintenance will be done according to the manufacturer's specifications. Critical components that must always be controlled, maintained and promptly repaired are: brakes, tires, suspension, steering, lights, mirrors, windows and windshield wipers.

Pre-trip Inspections

Employees are required to conduct pre-trip vehicle inspections. Any unsatisfactory result requires a Fleet Hazard Identification form to be completed and forwarded to an employee's immediate supervisor. Thereafter, the identification form will be forwarded to the maintenance department to confirm the equipment malfunction, complete repairs, and sign off on the completed identification form.

Placing a Vehicle Out of Service

The fleet administrator must conduct thorough post-trip vehicle inspections to ensure the vehicle's safety for its next driver. When a defect in the vehicle is found that qualifies it as unfit, unreliable or unsafe for ordinary use, the fleet administrator must immediately take the vehicle out of service and fill out the Fleet Hazard Identification Form indicating the nature of the defect. The form should be forwarded to the maintenance department to confirm the defect and repair it if possible.

Vehicle Inventory

Martha Salas will be responsible for maintaining a database of each vehicle's make, model, department, VIN number and license plate number. Martha Salas will also manage and update a log for each vehicle including its location at any given time and the person who is driving it. The administrator will also take inventory of any minor defects or needed repairs, and schedule needed maintenance work as appropriate.

Accident Investigation Procedures:

The City of Lordsburg realizes some accidents are unpreventable. Drivers should seek medical attention immediately, if necessary. Supervisors and drivers will be trained in post-accident procedures to secure the details of the accident and document the damage. Providing detailed facts of the accident will help our insurance carrier deter fraudulent third-party insurance schemes.

All vehicles will be supplied with an accident claims kit, a pen and a disposable camera.

Drivers are required to document all details of the accident: traffic flow, speed limits, stop lights/signs, weather conditions, citations issued and all other relevant information. Pictures should be taken to document the extent of damage to all vehicles involved.

Once this information is secured, the driver is to report all accidents immediately to the dispatcher and/or supervisor. If the vehicle is inoperable, arrangements need to be made for towing and delivery of cargo, if necessary. Hazmat operations, containment and cleanup will be coordinated by dispatcher, supervisor and/or driver.

City Vehicles for Personal Use

Personal use of City vehicles is prohibited without prior permission from management. If permission is granted, the employee assigned to the vehicle will be the only driver allowed to operate the vehicle. In all other cases, use of the City vehicle is limited to travel to and from work and work-related events. Any errand or travel that is not directly work related is considered personal travel. The vehicle is not to be used for personal or entertainment purposes. Employees are expected to use their discretion.

Prohibited Behavior

Use of City vehicles is a privilege. Behaviors that result in suspension or permanent loss of driving privileges include the following:

- Driving while under the influence of drugs or alcohol
- Negligent homicide
- Operating a vehicle with a suspended license
- Using a motor vehicle for commission of a felony
- Aggravated assault with a motor vehicle
- Reckless driving
- Hit and run
- 2 convictions for moving violations
- Use of a City vehicle without authorization
- Three or more major traffic violations
- More than two preventable accidents involving personal injury or property damage in any three-year period

Specialty Vehicles

Golf carts and other specialty vehicles (including scooters, mules and quad vehicles) in use on City of Lordsburg property to move people and materials around the facility require specific precautions:

- Vehicles must travel at an acceptable speed, slowing down in wet or slippery conditions.
- Vehicles must yield to pedestrians.
- Vehicles must keep to designated paths and roadways, staying off major streets. Carts may not block traffic paths where parked.
- Vehicles may not carry more passengers than the cart is designed to accommodate. If the vehicle is equipped with seat belts, they must be used.
- All passengers must keep hands, feet and other body parts inside the vehicle.
- The driver must be aware of surroundings, paying attention to driving signs and warnings, even if they are directed at autos and listening for warnings like emergency vehicle sirens, children playing or other vehicles.
- Adhere to all applicable traffic laws.

Selecting City Vehicles

Managers charged with selecting City vehicles should keep the following general guidelines in mind:

- Gas mileage of the model must not be less than 18mpg.
- Vehicles that demonstrate "best in class" status for crash-worthiness are preferable.
- Vehicles that receive five stars for both front and side impact test are preferable.
- Vehicles with five-star rollover ratings are preferable.

Use of Employee-owned Vehicles for Work

Location: City of Lordsburg
Effective Date: July 2024

City of Lordsburg

Scope

The scope of this policy is to establish rules pertaining to the use of an employee-owned vehicle for work-related business. This policy applies to all City of Lordsburg employees using their personal vehicles for work-related business.

Definitions

Employee-owned vehicle: A vehicle for which the employee is the owner or sole signatory of a vehicle-lease agreement.

Work-related business: Any activities carried out in connection with the interests of City of Lordsburg including, but not limited to running work related errands or traveling to and from trainings.

Personal Vehicle Use

Our company recognizes that certain employees, because of their job requirements, will have to operate their personally owned vehicles while conducting company business. In emergency situations, such as serious illness or a medical emergency, the authorized employee may designate an unauthorized operator to use their personal vehicle strictly on an emergency-only basis.

Driver Criteria

Motor vehicle records (MVRs) will be requested at least once per year. Management reserves the right to use its discretion in determining an unsatisfactory MVR. As a guideline, violations in the past three years will be grounds for an unsatisfactory MVR and cause for disciplinary actions/loss of privilege of driving for work-related purposes.

Driving an employee-owned vehicle for work-related business under the influence of alcohol or any other illegal substance is strictly prohibited and is grounds for termination. Additionally, employees are not to be under the influence of prescription drugs that cause drowsiness and/or other forms of impairment that prevent the safe usage of motorized vehicles.

Drug and Alcohol Testing

Our company reserves the right to conduct initial and/or periodic random drug and alcohol testing. Testing will be conducted by a licensed medical facility designated by the company. Any positive results will cause disciplinary actions/loss of privilege of driving for work-related purposes.

Safe Driving Requirements

All employee-owned vehicle operators are responsible for using their vehicles in a safe and responsible manner while conducting work-related business and are to abide by all applicable traffic laws while operating the vehicles.

The use of headsets or hands-free devices while driving is permissible under the following circumstances:

Use of the device does not cause distraction (e.g., fiddling with the device or taking eyes off road to get it to function properly).

Any dialing or use of the handset is handled while stopped or pulled to the side of the road, unless voice-activated dialing is utilized or the dialing of said device requires the use of no more than one button.

Conversations do not interfere with the driver's ability to drive safely.

Road conditions are generally good and do not threaten the driver's safety.

Drivers must be in a seated driving position and properly restrained by a seat belt. Drivers are not in compliance if they unsafely reach for a mobile device, even if they intend to use the hands-free function.

Licensing Requirements

Employees operating an employee-owned vehicle for work-related business are required to possess a valid driver's license in good standing, and the license held must be valid for the type of motor vehicle being used. Any operator who has their driver's license revoked or suspended shall notify City of Lordsburg immediately. In this event, the operator shall immediately cease any usage of employee-owned vehicles for work-related business.

City of Lordsburg reserves the right to check employees' MVRs at any time while they are using an employee-owned vehicle for work-related business. Employees approved to drive on work-related business are required to inform their supervisor of any changes that may affect either their legal or physical ability to drive, or their continued insurability.

Insurance Requirements

Prior to using their vehicle for work, employees will properly register, license and insure their vehicle. Employees must *always* carry proof of these requirements.

Each employee must have, maintain, and renew the aforementioned insurance coverage while the vehicle is used to conduct work-related business. Employees must also provide their supervisor with proof of insurance before using the vehicle for work-related business and at any point in which the policy is renewed or changed. Employees must provide proof that they have declared the use of their vehicles for work-related business to their insurers.

Vehicle Standards

City of Lordsburg will apply the following criteria before approving any employee-owned vehicle for work use. The vehicle must:

- Satisfy requirements of the New Mexico Motor Vehicle Department
- Be in sound mechanical condition.

Employee-owned Vehicle Maintenance

To retain the safety and integrity of the employee's vehicle, the employee must conduct routine motor vehicle maintenance according to the manufacturer's specifications. Maintenance includes conducting a visual pre-trip vehicle inspection, including a review of tires, windshield wipers, brakes, mirrors and lights. Employees should report any needed repairs to their supervisor immediately.

Where appropriate, employees are expected to use a qualified individual—such as a certified mechanic—to conduct the checks. Employees should record inspection results to document the fact that the checks are conducted on a regular basis.

Our company reserves the right to review employee maintenance records at any time, for any reason.

Incident Reporting Procedures and Investigations

If involved in a motor vehicle incident, employees will cooperate to help the City of Lordsburg meet its obligations and to take steps to prevent future occurrences. All accidents and moving violations must be reported to the driver's supervisor as soon as possible, but no later than 24 hours after the incident. The employee must be willing to participate in the incident investigation, and work with the investigation team to complete the investigation report and implement corrective measures.

If an employee sustains physical damage to **City of Lordsburg** property because of their negligence, the employee may be held responsible for reimbursement for the damage incurred.

I have read, understand, and agree to abide by City of Lordsburg's Use of Employee-owned Vehicles for Work Policy. I understand violations of this policy will not be tolerated and may include disciplinary action, including termination.

Employee Signature Name & Date

Employer Witness Signature

Notice to Employees

Traffic-related motor vehicle accidents are the leading cause of work-related fatalities. The environment in which these accidents occur involves numerous complex factors, many of which are uncontrollable. The purpose of the City of Lordsburg's Fleet Safety program is to eliminate unnecessary injuries and fatal circumstances by reducing those factors that we can control. We value our employees not only as employees but also as human beings crucial to the success of their family, the local community and the City of Lordsburg.

All employees are expected and required to actively participate in this program for their own health and well-being. City of Lordsburg encourages its employees to take a proactive approach in identifying potential hazards by promptly reporting them to their supervisor. **The use of seatbelts and other safety devices is mandatory.**

MVRs will be requested periodically at a minimum of at least once per year. Management reserves the right to use its discretion in determining an unsatisfactory MVR. As a guideline, **three (3)** violations in the past three years will be grounds for an unsatisfactory MVR and cause for termination and/or disciplinary actions.

The City of Lordsburg conducts mandatory random drug and alcohol testing. Driving under the influence of alcohol or other illegal substances is grounds for termination.

New hire and periodic employee training will be offered. All employees are expected and required to actively participate identifying training needs as well as program development. Programs will consist of classroom and on the road modules. Training will focus on but not limited to defensive driving techniques and behavior modification.

We encourage all employees to report any and all maintenance and malfunction issues immediately to their supervisor. The City of Lordsburg realizes a proper working vehicle is the first step to ensuring everyone's safety.

All vehicles will be supplied with an accident claims kit, a pen, and a disposable camera. Drivers are required to document all details of the accident: traffic flow, speed limits, stop lights/signs, weather conditions, citations issued and other relevant information. Pictures should be taken to document the extent of damage to all vehicles involved. **Report all accidents immediately to your dispatcher or supervisor.**

Personal use of City vehicles is prohibited without prior permission from management.

I have read and understand the City of Lordsburg's Fleet Safety Policy, and its requirements and expectations of me as an employee.

Employee signature

Date

PASSED, APPROVED AND ADOPTED by the City of Lordsburg on this 26th day of July, 2023 in Regular Session at Lordsburg, Hidalgo County, New Mexico.



Linda S. Farnsworth

Linda S. Farnsworth, City Clerk

Glenda F. Greene

Glenda F. Greene, Mayor

Our Pledge to You

We expect our employees to demand the resources and support to adhere to this Fleet Safety Policy. Our pledge to you ensures your safety concerns will be met.

We pledge to do the following:

- Provide a safe working environment.
- Maintain vehicles on a regular schedule.
- Train drivers in safe driving practices and proper use of vehicle safety features. Training is performance-based and will be periodically repeated.
- Establish schedules that allow you enough time to obey speed limits and that limit your hours of vehicle operation time according to the regulations.
- Coordinate shipments as to provide you the proper rest both physically and mentally.
- Make sure that newly purchased vehicles are equipped with appropriate occupant protection and other safety features.

If you identify a hazard, equipment malfunction or unsafe procedure, please notify us immediately so we can review the situation and make corrections accordingly. Together we can create a safe working environment!

Mayors Signature

Date

Fleet Managers Signature

Date

Fleet Hazard Notification

Date:

Department:

Hazard or unsafe procedure identified:

Vehicle #:

Recommendations to provide a safer work environment/required maintenance:

Corrective action taken (to be completed by supervisor):

Date corrective action completed: _____ Completed by: _____
(to be completed by supervisor/mechanic)

Supervisor signature: _____

Employee signature: _____

Vehicle Inspection Checklist

Date: _____
Make: _____
Vehicle number: _____
Location: _____
Model: _____
Mileage: _____
Year: _____

- Inspection Items**
- Headlights
 - Taillights
 - Turn signals
 - Brake lights
 - Reflectors
 - Tires and rims
 - Battery
 - Radiator & hoses
 - Exhaust system
 - Suspension
 - Fuel system
 - Oil—water leaks
 - Water level
 - Transmission
- Body damage (describe):**
- Instruments—gauges
 - Horn
 - Windows—windshield
 - Windshield wipers—washers
 - Speedometer
 - Steering
 - Brake system
 - Seat belts
 - Seats
 - Heater/Defroster
 - Mirrors
 - Safety equipment
 - Accident kit
 - Other

Remarks:

Inspector signature

Date



Vehicle Use Request

Employee name:		Date of request:	
Reason for vehicle use:			
Places visiting:			
Vehicle pick-up date:	Vehicle pick-up time:	Vehicle drop-off date:	Vehicle drop-off time:
Additional notes:			
Employee signature: X		Date:	
Supervisor signature: X		Date:	

Vehicle Sign In/Out Log

Sign out

Employee name:

Date:

Time:

Location:

Vehicle ID number:

Make:

Model:

Odometer:

Fuel level:

Defects noted prior to use:

Employee signature

X

Sign in

Date:

Time:

Location:

Odometer:

Fuel level:

Notes:

Employee signature

X

Fleet administrator signature

X

**Lordsburg
Police Dept.
Taser
Policy
Updated**

2023-01 PURPOSE AND SCOPE OF TASER USAGE

The TASER™ device is intended to control a violent or potentially violent individual while minimizing the risk of serious injury. It is anticipated that the appropriate use of such a device shall result in fewer serious injuries to officers and suspects.

2023-01.1 POLICY

Personnel who have completed department-approved training may be issued the TASER for use during their current assignment. Personnel leaving a particular assignment shall be expected to return it to the department's inventory.

Officers shall only use the TASER and cartridges that have been issued by the Department. Uniformed officers who have been issued the TASER shall wear the device in an approved holster on their person. Non-uniformed officers may secure the TASER in the driver's compartment of their vehicle.

If the TASER is carried as part of a uniformed officer's equipment, the TASER shall be carried on the side opposite the officer's duty weapon.

- (a) All TASERs shall be clearly and distinctly marked to differentiate them from the duty weapon and any other device.
- (b) Whenever practicable, officers shall carry a total of two or more TASER cartridges on their person when carrying the TASER.
- (c) Officers shall be responsible for ensuring that their issued TASER is properly maintained and in good working order at all times.
- (d) Officers shall never hold both a firearm and the TASER at the same time.

2023-01.2 VERBAL AND VISUAL WARNINGS

A verbal warning of the intended use of the TASER shall precede its application, unless it would otherwise endanger the safety of officers or when it is not practicable due to the circumstances. The purpose of the warning is for the following:

- (a) Provide the individual with a reasonable opportunity to voluntarily comply.
 - (b) Provide other officers and individuals with a warning that a TASER may be deployed.
- If, after a verbal warning, an individual is unwilling to voluntarily comply with an officer's lawful orders and it appears both reasonable and practical under the circumstances, the

officer may, but is not required to, display the electrical arc (provided there is not a cartridge loaded into the TASER) or the laser in a further attempt to gain compliance prior to the application of the TASER. The aiming laser shall never be intentionally directed into the eyes of another as it may permanently impair his/her vision.

The fact that a verbal and/or other warning was given or reasons it was not given shall be documented by the officer deploying the TASER.

2023-01.3 USE OF THE TASER

As with any law enforcement equipment, the TASER has limitations and restrictions requiring consideration before its use. The TASER shall only be used when its operator can safely approach the subject within the operational range of the TASER. Although the TASER is generally effective in controlling most individuals, officers shall be alert to the potential for failure and be prepared with other options.

2023-01.4 FACTORS TO DETERMINE REASONABLENESS OF FORCE

The application of the TASER is likely to cause intense, but momentary, pain. As such, officers shall carefully consider and balance the totality of circumstances available prior to using the TASER including, but not limited to, the following factors:

- (a) The conduct of the individual being confronted (as reasonably perceived by the officer at the time).
- (b) Officer/subject factors (i.e., age, size, relative strength, skill level, injury/exhaustion, number of officers vs. subject(s)).
- (c) Influence of drugs/alcohol (mental capacity).
- (d) Proximity of weapons.
- (e) The degree to which the subject has been effectively restrained and his/her ability to resist despite being restrained.
- (f) Time and circumstances permitting, the availability of other options (what resources are reasonably available to the officer under the circumstances).
- (g) Seriousness of the suspected offense or the reason for contact with the individual.
- (h) Training and experience of the officer.
- (i) Potential for injury to citizens, officers and suspects.

U) Risk of escape.

(k) Other exigent circumstances.

2023-01.5 APPLICATION OF THE TASER

Authorized personnel may use the TASER when circumstances known to the individual officer at the time indicate that such application of the TASER is reasonable to control a person in any of the following circumstances:

(a) The subject is violent or physically resisting.

(b) A subject who, by words or action, has demonstrated an intention to be violent or to physically resist and who reasonably appears to present the potential to harm officers, him/herself or others.

(c) Absent meeting the conditions set forth in (a) or (b) above, or a reasonable belief that an individual has committed or threatened to commit a serious offense, mere flight from pursuing officers shall not serve as good cause for the use of the TASER to apprehend an individual.

When practicable, the officer shall give a verbal warning of the intended use of the TASER followed by a reasonable opportunity to voluntarily comply.

The officer must be able to articulate a reasonable belief that other available options appeared ineffective, impractical or would have presented a greater danger to the officer, the subject or others.

2023-01.6 SPECIAL DEPLOYMENT CONSIDERATIONS

The use of the TASER shall generally be avoided in the following situations unless the totality of the circumstances indicate that other available options reasonably appear ineffective, impractical, or would present a greater danger to the officer, the subject or others, and the officer reasonably believes that the need to control the individual outweighs the risk of using the TASER:

(a) Pregnant females;

(b) Elderly individuals or obvious juveniles;

(c) Individuals who are handcuffed or otherwise restrained;

(d) Individuals who have been recently sprayed with a flammable chemical agent or who

are otherwise in close proximity to any flammable material; or

(e) Individuals whose position or activity may result in collateral injury (e.g. falls from height, operating vehicles).

Because the application of the TASER in the drive-stun mode (i.e. direct contact without darts) relies primarily on pain compliance and requires close proximity to the subject, additional caution shall be exercised. The application in drive-stun mode shall be limited to brief applications in which pain compliance would reasonably appear necessary to achieve control.

The TASER shall not be used to torture, psychologically torment, elicit statements or to punish any individual.

2023-01.7 TARGETING CONSIDERATIONS

While manufacturers generally recommend that reasonable efforts shall be made to target lower center mass and to avoid intentionally targeting the head, neck, chest and groin, it is recognized that the dynamics of each situation and officer safety may not permit the officer to limit the application of the TASER darts to a precise target area. As such, officers shall take prompt and ongoing care to monitor the condition of the subject if one or more darts strikes the head, neck, chest or groin until he/she is released to the care of paramedics or other medical personnel.

2023-01.8 ADDITIONAL TASER USE GUIDELINES

Officer shall not draw a TASER outside of a Lordsburg Police Department facility, or in the presence of any person in-custody without justification, except under the following circumstances:

- (a) Testing the TASER in a discreet location if it was not tested within the police facilities;
- (b) Presentation to a supervisor for inspection; or
- (c) Securing weapons at the Jackson County Jail or other custodial facility.

Justifiable drawing of the TASER from its holster shall be thoroughly documented in an Incident or Arrest Report. TASER's record each weapon's discharge by date and time.

Such information shall be made available to any supervisor for audit or administrative review of an incident.

TASER's shall be secured along with the officer's firearms at any custodial facility or other location where officers are required to secure their weapons prior to entering the facility.

2023-01.9 MULTIPLE APPLICATIONS OF THE DEVICE

If the first application of the TASER appears to be ineffective in gaining control of an individual and if circumstances allow, the officer shall consider the following before additional applications of the TASER:

- (a) Whether the probes or darts are making proper contact.
- (b) Whether the application of the TASER is interfering with the ability of the individual to comply.
- (c) Whether verbal commands, other options or tactics may be more effective.

This, however, shall not preclude any officer from deploying multiple, reasonable applications of the TASER on an individual.

2023-01.10 REPORT OF USE

All TASER discharges shall be documented in the related arrest/crime report, the TASER report form and notification made to a supervisor in compliance with Policy § 300.4.1. Accidental discharges of a TASER cartridge shall also be documented on the TASER report form. Any report documenting the discharge of a TASER cartridge shall include the cartridge serial number and an explanation of the circumstances surrounding the discharge.

The onboard TASER memory shall be downloaded through the data port by a supervisor or Firearms Program Manager and saved with the related arrest/crime report. Photographs of probe sites shall be taken, Anti-Felon Identification (AFID) tags shall be collected and the expended cartridge along with both probes and wire shall be submitted by the officer collecting the cartridge into evidence for future reference. The cartridge serial number shall be noted and documented on the evidence paperwork. The evidence packaging shall be marked "Biohazard" if the probes penetrated the subject's skin.

2023-01.11 MEDICAL TREATMENT

Absent extenuating circumstances or unavailability, only qualified, trained personnel, including certified Sergeants, Master Police Officers and paramedics, shall carefully remove TASER darts from a person's body. Used TASER darts shall be considered a

sharp biohazard, similar to a used hypodermic needle. Universal precautions shall be taken accordingly.

Another uninvolved officer trained in TASER probe removal may remove the probes if a Sergeant or Master Police Officer is not readily available. (Officers shall receive training annually on removal of TASER probes as part of use-of-force recertification.)

If the TASER darts have penetrated a sensitive area (head | neck | groin | breast), they shall be removed only by trained medical personnel.

All persons who have been struck by TASER darts or who have been subjected to the electric discharge of the device shall be medically assessed prior to booking. Additionally, any such individual who falls under any of the following categories shall, as soon as practicable, be examined by paramedics or other qualified medical personnel:

- (a) The person is suspected of being under the influence of controlled substances and/or alcohol.
- (b) The person may be pregnant.
- (c) The person reasonably appears to be in need of medical attention.
- (d) The TASER darts are lodged in a sensitive area (e.g., groin, female breast, near the eyes).
- (e) The person requests medical treatment.

Persons who exhibit extreme agitation, violent irrational behavior accompanied by profuse sweating, extraordinary strength beyond their physical characteristics, imperviousness to pain (sometimes called "excited delirium"), or who require a protracted physical encounter with multiple officers to be brought under control, may be at an increased risk of sudden death and shall be examined by qualified medical personnel as soon as practicable. Any individual exhibiting signs of distress after such an encounter shall be medically cleared prior to booking.

If any individual refuses medical attention, such a refusal shall be witnessed by another officer and/or medical personnel and shall be fully documented in related reports. If an audio recording is made of the contact or an interview with the individual, any refusal shall be included if possible.

The transporting officer shall inform any person receiving custody or any person placed in a position of providing care that the individual has been subjected to the application of the TASER.

It shall be recommended to the suspect to check personal medical records and update tetanus immunizations when appropriate to do so.

2023-01.12 TRAINING

In addition to the initial department-approved training required to carry and use a TASER, any personnel who have not carried a TASER as a part of their assignment for a period of six months or more shall be recertified by a department approved TASER instructor prior to again carrying or using the device. A reassessment of an officer's knowledge and/or practical skill may be required at any time if deemed appropriate by the Training Coordinator.

The Training Coordinator shall ensure that all training includes the following:

- (a) A review of this policy;
- (b) A review of the Use of Force Policy § 300;
- (c) Target area considerations, to include techniques or options to reduce the intentional application of probes near the head, neck, chest, and groin;
- (d) De-escalation techniques; and
- (e) Removal of probes from non-sensitive areas as a result of a deployment.

PASSED, APPROVED AND ADOPTED by the City of Lordsburg on this 26th day of July, 2023 in Regular Session at Lordsburg, Hidalgo County, New Mexico.



Linda S. Farnsworth

Linda S. Farnsworth, City Clerk

Glenda F. Greene

Glenda F. Greene, Mayor

**Lordsburg
Police Dept.
Pursuit
Policy
(updated)**

LORDSBURG POLICE PURSUIT POLICY

I. POLICY

It is the policy of the Lordsburg Police Department to protect lives while enforcing the law and to guide its officers in the safe and reasonable performance of their duties. To accomplish these goals, the following policy is provided to control and regulate emergency vehicle operations. When engaged in emergency vehicle operations in the performance of official duties, drivers of authorized emergency vehicles are granted exemptions from certain traffic laws by State Statute. These exemptions are provided to help protect lives, not to place them at undue risk.

II. DEFINITIONS

- A. **Pursuit:** A multi-stage process by which a peace officer initiates a vehicular stop and a driver resists the signal or order to stop, increases speed, takes evasive action and/or refuses to stop the vehicle. Once the driver refuses to obey the peace officer's signal or order, this pursuit policy and procedure shall determine the officer's and agency's actions.
- B. **Termination of a Pursuit:** A pursuit shall terminate when the pursuing officer(s) turn off the emergency equipment, resume routine vehicle operation and informs dispatch, or when the suspect vehicle stops.
- C. **Divided Highway:** Any highway that is separated into two or more roadways by:
 - 1. a physical barrier, or
 - 2. a clearly indicated dividing section constructed so as to impede vehicular traffic.
- D. **Channeling:** To direct vehicular traffic into a progressively narrowing passageway or lane location on the roadway.
- E. **Compelling Path:** The use of channeling technique with a modified roadblock located at its narrowed end. The compelling path differs from a termination roadblock in that the driver or any vehicle traveling the path has an exit option at the narrowed end.

III. PROCEDURE

The purpose of this Policy is to provide updated direction regarding vehicular pursuits. Lordsburg Police Officers may initiate a high-speed pursuit to apprehend a suspect who the officer has reasonable grounds to believe poses a clear and immediate threat of death or serious injury to others or who the officer has probable cause to believe poses a clear and immediate threat to the safety of others that is ongoing and that existed prior to the high-speed pursuit.

A. Pursuit Considerations

- 1. Pursuit is justified when:
 - a) When a driver/suspect just committed or is committing a violent crime;

- b) When a driver/suspect driving creates reasonable suspicion that they are operating a motor vehicle while under the influence of alcohol or drugs. Said reasonable suspicion must have been present prior to the lawful signal to stop.
2. Pursuits are not allowed when:
 - a) When there is not a clear and immediate threat of death or serious injury to others, pursuits initiated due to traffic violations, based exclusively on that, are contrary to this directive
 - b) When there is not a clear and immediate threat of death or serious injury to others, a pursuit based exclusively on a misdemeanor warrant or warrant for a non-violent felony, is contrary to the directive
 - c) When a pursuit is not authorized based solely on the driver/suspects driving behavior post lawful signal to stop (emergency equipment)
 3. Standards applied to the evaluation of a pursuit, as well as the decision to continue a pursuit shall include the following considerations:
 - is the need to immediately apprehend the suspect more important than the risk created by the pursuit.
 - do the dangers created by the pursuit exceed the danger posed by allowing the perpetrator to escape.

B. Procedures & Tactics for an Officer Engaging in a Pursuit

1. Emergency vehicles shall be driven in a safe manner and with due regard for public safety.
2. Emergency vehicles operating in emergency mode are permitted to violate certain traffic regulations when necessary, as long as the operator continues to exercise due care in vehicle operation.
3. The pursuing vehicle shall be known as the primary unit, which shall be the unit closest to the fleeing vehicle and the secondary unit, which shall remain at a safe distance behind the primary unit but close enough to provide support and communicate with dispatch. Backup units as needed shall operate at a safe distance to provide support.

C. Responsibilities of the Primary Unit

1. The driver of the primary unit shall notify dispatch of the pursuit and shall provide at least the following critical information to dispatch:
 - unit identification.
 - offense for which the suspect is being pursued.
 - suspect vehicle description including license number if reasonably possible.
 - location, direction and speed of both vehicles.
 - description of occupant(s) and if suspect is known to the officer.
 - any other important information about the suspect vehicle or environment (for example, the suspect is traveling without lights, or the officer has lost sight of the vehicle).

2. Based on the known information the supervisor shall make the decision to either take further appropriate action or terminate the pursuit.
3. No officer shall intentionally make vehicle-to-vehicle contact unless this action is in conformance with agency policy on use of force (see agency policy on use of force).
4. Roadblocks must conform to the agency's policy on use of force.
5. Only law enforcement vehicles with emergency lights and siren shall be used as pursuit vehicles.

D. Supervision of Pursuit Activities

1. Each agency shall outline their procedures regarding who has control over pursuit activities.
2. Procedures regarding control over pursuit activities shall:
 - reference who shall be notified a unit has become involved in a pursuit.
 - reference who critical information necessary to evaluate the continuation of the pursuit shall be directed to.
 - indicate who has the authority to terminate any pursuit.
3. Options to keep in mind during a pursuit include, but are not limited to:
 - parallel pursuits.
 - channeling techniques.
 - creating a compelling path.
4. Post-pursuit chain of command notifications are required and shall be identified in each agency's policy.

E. Factors Influencing the Termination of a Pursuit:

The driver of the primary unit and the supervisor shall continually evaluate the risks and likelihood of a successful apprehension of the suspect, and shall consider terminating the pursuit under the following conditions.

1. The conditions of the pursuit become too risky for the safe continuation of the pursuit.
2. A supervisor orders it terminated.
3. Information is communicated that indicates the pursuit is out of compliance with policy.
4. Communication is broken.
5. Visual contact is lost for a reasonable period of time or the direction of travel cannot be determined.

6. The suspect is known and could be apprehended later, and delaying apprehension does not create a substantial known risk of injury or death to another.

F. Interjurisdictional Pursuit

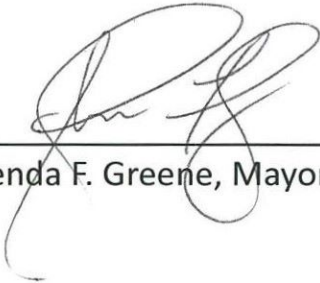
1. The primary unit shall update critical information to the dispatcher before leaving its jurisdiction.
2. The primary law enforcement vehicle shall remain the primary vehicle in other jurisdictions unless the controlling pursuit authority transfers its authority to another jurisdiction.
3. Upon receiving notification the pursuit is entering another agency's jurisdiction, the dispatcher shall forward all critical information possessed by the dispatcher to that agency.
4. When a pursuit enters this law enforcement agency's jurisdiction:
 - the dispatcher shall update the critical information to the shift supervisor or other authorized individual identified by the law enforcement agency.
 - the controlling pursuit authority shall determine if the pursuit is in conformance with policy and shall provide appropriate direction to their units.

G. Care and Consideration of Victims


1. If during a pursuit an officer observes or is made aware of an injury to an individual, the officer shall immediately notify the dispatcher to have the appropriate emergency units respond.
2. The primary pursuit unit shall be responsible for ensuring assistance is provided to people who may have been injured during the course of a pursuit. The primary pursuit unit may delegate the responsibility to render the assistance to a backup unit.

PASSED, APPROVED AND ADOPTED by the City of Lordsburg on this 26th day of July, 2023 in Regular Session at Lordsburg, Hidalgo County, New Mexico.





Glenda F. Greene, Mayor



Linda S. Farnsworth, City Clerk