

Town of Edgewood

Agenda

Regular

Tuesday, October 10, 2023 @ 6:00 PM

**Townhall of Edgewood Commission Chambers - 171A State
Rd. 344**

This meeting will be in person; however, we welcome members of the public to listen in and participate by joining online at: [Welcome to Edgewood, NM \(edgewood-nm.gov\)](https://www.facebook.com/TownOfEdgewoodNM). The meeting will also be live streamed on the Town of Edgewood Facebook Page at: <https://www.facebook.com/TownOfEdgewoodNM>.

If you are an individual with a disability who needs a reader; amplifier; qualified sign language interpreter; or any other form of auxiliary aid or service to attend or participate in the hearing or meeting; please contact the Clerk at the Town Offices located at 171 A State Rd. 344 at least three (3) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the Town Clerk at (505) 286-4518 or by e-mail at clerk@edgewood-nm.gov if a summary or other type of accessible format is needed. The complete Commission packet may be viewed on the web, visit <https://www.edgewood-nm.gov/index.php> and click on Government, then Agendas and Minutes.

Page

I. WELCOME, INTRODUCTION, & ROLL CALL

- A. Invocation
- B. Pledge of Allegiance
- C. NM Flag Salute
"I salute the flag of the state of New Mexico, the Zia symbol of perfect friendship among united cultures."

II. AGENDA APPROVAL

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. CONSENT AGENDA

- A. Resolution 2023-039 Signatory Authority. 4
[Resolution No. 2023-039](#)
- B. Resolution 2023-038 TPF 5
[10 Resolution for entering into TPF](#)
- C. Resolution 2023-40 MAP Agreement. 6
[09 Resolution for entering MAP agreement](#)
- D. Resolution 2023-041 COOP Agreement. 7
[09 Resolution for entering COOP agreement](#)
- E. Minutes September 12, 2023. 8 - 19
[Minutes 9.12.2023 \(redline\)](#)
- F. Minutes September 26, 2023. 20 - 27
[Draft Regular - 26 Sep 2023 - Minutes](#)

V. MATTERS FROM THE COMMISSIONERS

- A. Audrey Jaramillo
- B. Jerry Powers
- C. Phil Anaya
- D. Sterling Donner
- E. Ken Brennan

VI. MATTERS FROM THE CHIEF OF POLICE

VII. MATTERS FROM THE TOWN MANAGER

VIII. CLOSED SESSION

- A. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(2) discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; Specifically, Clerk Treasurer Contracts. (Manager McCracken).

IX. DISCUSSION AND ACTION ITEMS

- A. Discussion and Action on Closed Session Items Above.
- B. Re-separation of Clerk and Treasurer appointed positions (combined July 2023); Elimination of Deputy Manager appointed position (created with Clerk May 2023); Elimination of Assistant Clerk position (created July 2023 when Clerk/Treasurer were combined). (Commissioner Jaramillo).
- C. Old Town Hall Proposal and Plan. (Commissioner Donner and Manager McCracken). 28 - 39
[EMB Presentation 09-19-23](#)
[EMB PROPOSED FP 09-19-23](#)
- D. Discussion and Action for a School Zone on NM 344 for Estancia Valley Classic Academy. (Commissioner Donner and Manager McCracken). 40 - 43
[RE \[EXTERNAL\] School Zone- NM 344](#)
- E. Electric Sign for Venus Park. (Commissioner Anaya).
- F. YES! Program Funding and Fees. (Commissioner Donner). 44 - 110
[YES! Program Documentation](#)
- G. New Process for Road Paving and Allocation of Paving Funds for Spring 2024. (Commissioner Powers).
- H. NM Self Insurer's Fund No-Cost Mediation for Governing Body. (Commissioner Jaramillo).
- I. Stelzner, Winter, Warburton, Flores, and Dawes P.A. Pro-Bono Declaratory Judgment filing with District Court regarding NMSA 1978 Section 3-14-10 term of mayor. (Commissioner Jaramillo).
- J. Santa Fe County's Use of Commission Chambers for Early Voting and Election

Day. (Commissioner Jaramillo)

- K. Estancia Valley Classical Academy - Hillsdale College Member School to Curriculum School. (Commissioner Jaramillo).
- L. Edgewood Petition Request - Edgewood Skatepark Renovation. (Commissioner Jaramillo).
- M. Discussion of Part Time PR Position. (Commissioner Donner).
- N. Law Enforcement Funding Agreement. (Chief Jimenez). 111 - 112
[Edgewood 23-ZH5048-26](#)
- O. Discussion of Legal Counsel for Town of Edgewood. (Commissioner Donner).
- P. Resolution 2023 -044 Town Attorney and Legal Services. (Commissioner Jaramillo). 113 - 119
[Resolution 2023 - 044 Town Attorney and Legal Services \(10.5.2023\)](#)
- Q. Certification of Town's 6/30/2023 Capital Assets Listing (Commissioner Jaramillo).
- R. Resolution 2023 - 042 Donations of Real Property. (Commissioner Jaramillo). 120 - 127
[Resolution 2023 - 042 Donations of Real Property \(10.5.2023\)](#)
- S. Resolution 2023 - 043 Public Gifts and Donations. (Commissioner Jaramillo). 128 - 130
[Resolution 2023 -043 Public Gifts, Donations, and Fundraising \(10.5.2023\)](#)

X. PUBLIC COMMENTS

XI. FUTURE MEETINGS

- A. Regular Commission Meeting October 24th, 2023 @ 6:00 PM at TBD.
Voting will be in the Chambers from October 21, 2023-November 7th, 2023
- B. Regular Commission Meeting November 14th, 2023 @ 6:00 PM at the Town of Edgewood Commission Chambers.

XII. FUTURE EVENTS

- A. Trunk or Treat at Venus Park 131
[trunk of treat](#)

XIII. ADJOURN

TOWN OF EDGEWOOD

RESOLUTION NO. 2023-039

**A RESOLUTION REGARDING SIGNATORY AUTHORITIES FOR ALL TOWN OF EDGEWOOD BANK
ACCOUNTS AND OTHER OFFICEIAL ACTS**

This Resolution Supersedes No. 2022-034

WHEREAS, the Governing body for the Town of Edgewood is recognized as the Board of Finance for the Town of Edgewood, New Mexico; and

WHEREAS, the Governing Body for the Town of Edgewood has the authority to grant signature authority to municipal officials and/or municipal employees on bank accounts held by the Town of Edgewood; and

WHEREAS, the Governing B?dy for the Town of Edgewood has the authority to grant signature authority to municipal officials and/or Municipal employees for purposes of completing other official acts of the Town of Edgewood.

NOW, THEREFORE, BE IT RESOLVED, the Governing Body for the Town of Edgewood, by this resolution, hereby declares as follows:

1. Mayor, Ken Brennan, a municipal official, is granted signature authority for purposes of completing all other official acts of the Town of Edgewood;
2. Mayor Pro Tern, Jerry Powers, a municipal official, is granted signature authority on all bank accounts held by the Town of Edgewood;
3. Commissioner Filandro R. Anaya, a municipal official, is granted signature authority on all bank accounts held by the Town of Edgewood;
4. Mayor Pro Tern, Jerry Powers, a municipal official, is granted signature authority for purposes of completing all other official acts of the Town of Edgewood;
5. Manager, Nina R. McCracken, a municipal official, is granted signature authority on all bank accounts held by the Town of Edgewood;
6. Manager, Nina R. McCracken, a municipal official, is granted signature authority for purposes of completing all other official acts of the Town of Edgewood;

PASSED, APPROVED, and ADOPTED this 26th day of September 2023.

ATTEST:

Mayor

Nina McCracken, Clerk

RESOLUTION 2023-38

TOWN OF EDGEWOOD

PARTICIPATION IN TRANSPORTATION PROJECT FUND (TPF) PROGRAM
BY NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the **Town of Edgewood** and the New Mexico Department of Transportation will enter into an Agreement for the FY 24 TPF Program.

WHEREAS, the total cost of the project will be **\$746,000.00** to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 95% or **\$708,700.00**

and
- b. **The Town of Edgewood's** proportional matching share shall be 5% or **\$37,300.00** if Hardship for Match Waiver is not deemed to be present by Department of Finance and Administration and the Department of Transportation

TOTAL PROJECT COST IS **\$746,000.00**

The Town of Edgewood shall pay all costs, which exceed the total amount of **\$746,000.00**.

Now therefore, be it resolved in official session that **the Town of Edgewood** determines, resolves, and orders as follows:

That the project for this TPF Agreement is adopted and has a priority standing.

The **Town of Edgewood** 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 **Town of Edgewood** to enter into an agreement with the New Mexico Department of Transportation for TPF Project (FY 24), CN HW2L50056 for **Planning, design, drainage improvements, construction, blading & shaping, reconstruction, testing, construction management and miscellaneous improvements to West Venus Road** within the control of the **Town of Edgewood** in **Santa Fe County**, New Mexico.

Passed, Approved, Adopted this 10th day of October, 2023

Audrey Jaramillo, Mayor

ATTEST:

Nina McCracken, Manager/Clerk

Town of Edgewood RESOLUTION NO. 2023-40

PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM FOR THE NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the Town of Edgewood and the New Mexico Department of Transportation will enter into a Cooperative Agreement;

WHEREAS, the total cost of the project will be \$151,655 to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or \$113,741
- and
- b. The Town of Edgewood proportional matching share shall be 25% or \$37,914

TOTAL PROJECT COST IS \$151,655

The Town of Edgewood shall pay all costs, which exceed the total amount of \$151,655.

Now therefore, be it resolved in official session that the Town of Edgewood determines, resolves, and orders as follows:

- a. That the project for this Cooperative Agreement is adopted and has a priority standing.
- b. The agreement terminates on June 30, 2025 and the Town of Edgewood 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.
- c. The Town of Edgewood shall enter into Cooperative Agreement with Control Number **HW2L500559** with the New Mexico Department of Transportation for LGRF Project Year 2023-2024 for **Planning, Design, Construction, Reconstruction, Pavement Rehabilitation, Construction Management Drainage, and Miscellaneous Improvements of Horton Road from Venus Road to Frost Road, Nugent Road from Horton Road Road to NMSR 344, and Venus Road from Horton Road heading east approximately 0.75 miles** all within the control of the Town of Edgewood in Santa Fe County, New Mexico.

Passed, Approved and Adopted this 10TH day of October, 2023

Mayor

DATE

Nina McCracken, Manager/Clerk

DATE

Town of Edgewood
RESOLUTION NO. 2023-041

PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM
FOR THE NEW MEXICO DEPARTMENT OF TRANSPORTATION

WHEREAS, the **Town of Edgewood** and the New Mexico Department of Transportation will enter into a Cooperative Agreement;

WHEREAS, the total cost of the project will be **\$80,000** to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or **\$60,000**

and

- b. The **Town of Edgewood** proportional matching share shall be 25% or **\$20,000**

TOTAL PROJECT COST IS **\$80,000**

The **Town of Edgewood** shall pay all costs, which exceed the total amount of **\$80,000**.

Now therefore, be it resolved in official session that the **Town of Edgewood** determines, resolves, and orders as follows:

- a. That the project for this Cooperative Agreement is adopted and has a priority standing.
- b. The agreement terminates on December 31, 2024 and the **Town of Edgewood** 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.
- c. The **Town of Edgewood** shall enter into Cooperative Agreement with Control Number **L500536** with the New Mexico Department of Transportation for LGRF Project Year 2023-2024 for **Planning, Design, Drainage Improvements, Pavement Rehabilitation, Construction, Reconstruction, Construction Management, Miscellaneous Improvements of Horton Road from Venus Road to Frost Road, Nugent Road from Horton Road Road to NMSR 344, and Venus Road from Horton Road heading east approximately 0.75 miles** all within the control of the **Town of Edgewood** in **Santa Fe County**, New Mexico.

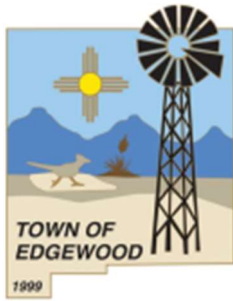
Passed, Approved and Adopted this 10th day of October, 2023

Mayor

DATE

Nina McCracken, Manager

DATE



Town of Edgewood
 Regular Commission Meeting Minutes
 Tuesday, September 12, 2023, 6:00 pm

I. WELCOME, INTRODUCTION, & ROLL CALL (6:00 pm)

Commissioner Jaramillo called the meeting to order at 6:00pm and welcomed everyone. Commissioner Jaramillo made motion for Commissioner Brennan to Chair the meeting. Commissioner Brennan seconded. All 4 Aye (Jaramillo, Brennan, Donner, Powers), Commissioner Anaya 1 Nay (Anaya). Motion passed.

Roll Call:

Present: Commissioner Filandro Anaya, Commissioner Kenneth Brennan, Commissioner Sterling Donner, Commissioner Audrey Jaramillo, and Commissioner Jerry Powers

Staff: Nina R. McCracken Town Manager, Chief Roger Jimenez, Noah Miller IT Administrator, Brad Hill Planning and Zoning Manager, Jimmy Martinez Parks and Recreation Manager, Joshua Jantz Road Crew Supervisor. Frank Coppler a Town Attorney.

Absent:

II. AGENDA APPROVAL

A. Commissioner Jaramillo comments related to length of agenda and items not ready for vote; would only have 10 minutes per item. Items for board vote and need additional information and we need to hear from the public:

IX D – Manager McCracken has reached out to NM Municipal League on across the board raises versus merit pay and should be heard with F which does not have a packet item. Need more information to make a decision.

Items that are not time sensitive:

IX H – not sure why this is here and if time sensitive.

IX I – requested background and if time sensitive.

IX J, K, L – no packet items; has requested AG opinion and NMML mediation

Commissioner Jaramillo motioned to remove D, F to next meeting agenda for relating to raises. Commissioner Powers seconded and then withdrew his second. Died for lack of a second.

Commissioner Jaramillo motioned to remove IX J, K and L until the AG has responded, and the mediation has been concluded. Died for lack of second.

Commissioner Jaramillo motioned to move executive session to after item IX so the community can be present for the open session and do not have to wait through our closed executive sessions. Commissioner Donner seconded. Commissioner Powers said these were urgent matters and could throw out the other items Commissioner

Jaramillo wanted off the agenda. 2 AYE (Jaramillo, Brennan), 3 NAY (Powers, Anaya, Donner).

Commissioner Jaramillo moved to move items J, K, and L to item IV, so the public does not have to wait for us.

Commissioner Anaya motioned to approve agenda as is. Commissioner Powers seconded. Commissioner Jaramillo moved to amend the agenda to move items J, K, and L to item IV so the public does not have to wait for us with this full agenda. Commissioner Anaya said he did not accept that.

3 Aye (Donner, Powers, Anaya), 2 Nay (Jaramillo & Brennan).
~~Commissioner Jaramillo friendly ad~~

Commissioner Jaramillo moved Point of Order for Clerk/Manager McCracken to confirm the last vote for the minutes. She confirmed 3 Aye, 2 Nay.

III. PUBLIC COMMENTS ON AGENDA ITEMS

A.

Tom Sullivan – Item 8A MESD lawsuit

Nola Orr – Issues pertaining to Commissioners; support for Mayor Jaramillo less than 3 months to go, advised in March and August removal of mayor not within the law

Chirs Orr – Issues with the three commissioners to remove current mayor; precedent weakens current form of government; Municipal League concluded Commission does not have authority to remove and if lawsuit the Town will not be covered since it is unlawful; should not be on whim or because of controversial vote; self-serving and dishonest.

Laura Box – Support for ~~Commissioner~~ Mayor Jaramillo, an item like this should be saved for the election.

Chuck Ring – Agree with what was said; Commission issues with new form of government

Linda Sparling – Supported for new form of government; Town issues noted; Commissioners with no input from the community just accusations; Mayor Jaramillo respectful and did not tell [animal welfare advisory board] what to do;

[Time Stamp approx. 28:00]

Lewis Abraham – Less than 4 months left; comments on Roads Venus and Airpark; Mayor Pro Tem running roughshod over the Town; is it because Mayor is female; 7 regular meetings, 110 days to fulfill her term, chosen not to seek re-election; this is not a priority of the people – Commissioners issues unbecoming.

Diana & Leon Richter – Support for ~~Commissioner~~ Mayor Jaramillo; projects not done

Tony Jaramillo Jr. – Support for ~~Commissioner~~ Mayor Jaramillo; questioning threat and if doing something for themselves; let her finish term; like Bassett.

Commissioner Powers requested to respond Chair Brennan ruled that he state his comments in Commissioner Comments. Commissioner Powers made a motion to allow himself two minutes to be able to speak at this point. Clerk/Manager added the Clerk's Association says public comment is time for public to address the Commission and there should not be engaging. Commissioner Powers asked everyone to stay.

Steven Murrillo – Concerned with COVID limitations; protect Second Amendment rights in the Town of Edgewood.

Nickolas Jaramillo – Support for ~~Commissioner~~Mayor Jaramillo; work together as a team for the next 3 months doing what is best for Edgewood.

Janie Klatts – Article in the Santa Fe New Mexican in 2020 regarding new form of government; we chose Commissioners in 2021; agree on 2nd Amendment rights comment; & support for ~~Commissioner~~– Mayor Jaramillo; & on Animal Welfare Board she was always helpful and asked what we want to do; issues dissolved board without any public knowledge.

Michael Simms – Regarding the agenda, items J. K. L, recommend more advice since conflicting, get more since that is wise; take the 3 months; agree protect Constitutional rights.

[Time Stamp approx. 55:00]

Zoom Comments:

K.R. Scott – Not at this time

Tereasa ~~BV~~. – Not at this time

Sherry Abraham – Move the item away to remove the mayor and get on with the business at hand; get mediation, resolve differences; not what we want or expect, unbecoming behavior.

Chrystal Saenz – Agrees with Sherry; Diversity of opinions and leadership in office should be embraced; Support for ~~Commissioner~~Mayor Jaramillo

Ethel Maharg – Support for ~~Commissioner~~Mayor Jaramillo; unless gross malfeasance in office need to work it out, only 3 months left; has not violated Constitution as our Governor has.

IV. **CONSENT AGENDA (Timestamp 1:00:43)**

A. **Approve/Amend/Disapprove Minutes**

i. August 21, 2023.

ii. August 22, 2023.

Commissioner Jerry Powers moved to approve the consent agenda with removal of August 21st. Commissioner Filandro Anaya seconded the motion.

Commissioner Powers reviewed his changes to the August 21, 2023 minutes.

Commissioner Jaramillo called Point of Order as we are on the consent agenda; per Municipal League any Commissioner can pull an item from consent agenda.

Commissioner Powers called Point of Order for the same.

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<i>Commissioner Audrey Jaramillo</i>	<i>Aye</i>
<i>Commissioner Jerry Powers</i>	<i>Aye</i>

The Motion Carried 5 to 0.

Commissioner Jerry Powers moved to approve the August 21st, 2023, minutes that have been removed from the consent agenda with corrections page 5, timestamp 2:14:51, naming a successor friendly amendment of appointing naming Ken Brennan and the additional notation of privileged the confidential legal opinions of Ron VanAmberg, Nann Winter, and Frank Copper were legal handed outs to the Commissioner.

Commissioner Sterling Donner seconded the motion.

Commissioner Jaramillo clarified with Commissioner Powers he handed out the three legal opinions.

Commissioner Filandro Anaya	Aye
Commissioner Kenneth Brennan	Aye
Commissioner Sterling Donner	Aye
Commissioner Audrey Jaramillo	Aye
Commissioner Jerry Powers	Aye

The Motion Carried 5 to 0.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo

- i. NM Municipal League excellent conference, training, Thank you to staff for attending and Commissioner Brennan staying to the end. Election November 7 and Chamber of Commerce forums for Commission and Moriarty Edgewood School Board; stay involved to know where candidates stand on their positions that would impact Edgewood and families. Edgewood Soil and Water Conservation District and Santa Fe County Assessor's Office overtaking issue, reached back out to see if they had heard back from legal counsel. Bassett Quarry. Not running again.

B. Jerry Powers

- i. Discussed public comments regarding Mayor. Road's, Pedestrian Bridge, Wastewater project, Venus Park updates

C. Phil Anaya

- i. Addressed public comments. Discussed school board and Edgewood Elementary School, Chip Sealer outside the window

D. Ken Brennan

- i. NCRTD needs drivers. Discussed roads and equipment.

E. Sterling Donner

- i. Cleared up issues with Mr. Orr. Will bring 2nd amendment ordinance in about a month. Culverts on Appaloosa Road.

VI. MATTERS FROM THE CHIEF OF POLICE

- A. Addressed being 2nd Amendment Town and will defend constitution. In contact with DFA for 6 additional positions through the law enforcement recruitment fund, there are no funds currently.

VII. MATTERS FROM THE TOWN MANAGER

- A. Manager Update
Municipal League Conference, Labor Day Bash, 9 IPRA's, Culverts on Appaloosa Rd., Went to the Harvest & Fiber Festival, recognized Cheyanne Moorehead the Rodeo De Santa Fe Princess who will be representing the County of Santa Fe and Edgewood at the State Fair. Water quality for better drinking water, WoofStock is coming soon, Cannabis growers, Bassett Quarry, Uniforms for the Roads & Maintenance, Library book update, Infrastructure conference in October, New Edgewood updates coming soon.
Jimmy Martinez – update on the Venus Park, 25 Anniversary event planning, Trunk & Treat
Josh Jantz – excited about the new piece of equipment, and getting the roads chip sealed

VIII. CLOSED SESSION

- A. As per motion and roll call vote pursuant to NMSA 1978: Section 10-151(H)(7) for confidential discussion pertaining to threatened or pending litigation in which the public body is or may become a participant, Specifically, ~~Moriarty-Edgewood School District (MESD) D-101-CV-2022-01955 (Commissioner Jaramillo) and~~ McGill et. al. v. John Bassett et. al D-101-CV-2020-00328. (Commissioner Powers).
- B. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(2) discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; Specifically, Clerk Applicants Review (Commissioner Brennan) and Chief's Contract. (Commissioner Jaramillo).

Commissioner Audrey Jaramillo stated she believed we do not need the MESD item at this time and moved move to closed session at 7:47pm without the MESD item. (Timestamp 1:45:00)
Commissioner Jerry Powers seconded the motion.

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<i>Commissioner Audrey Jaramillo</i>	<i>Aye</i>
<i>Commissioner Jerry Powers</i>	<i>Aye</i>

The Motion Carried 5 to 0.

**Commissioner Sterling Donner moved to come back into open session at 8:32pm.
Commissioner Jerry Powers seconded the motion.**

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<i>Commissioner Audrey Jaramillo</i>	<i>Aye</i>
<i>Commissioner Jerry Powers</i>	<i>Aye</i>

The Motion Carried 5 to 0.

Chair Brennan affirmed only those items on the agenda were discussed and no decisions were made. All Commissioners affirmed (Commissioner Jaramillo affirmed with the clarification that the MESD item was removed).

IX. DISCUSSION AND ACTION ITEMS

A. Discussion and Action on Closed Session Items Above.

~~Commissioner Jaramillo made comments regarding Chief contract and discussing and ensuring Chief is paid correctly.~~

Commissioner Jerry Powers moved that we authorize the town attorney Ron VanAmberg to enter into negotiate negotiations with the attorney for Thomas McGill in the Bassett case and to negotiated under that privileged confidential agreement under the cooperation agreement with the ability to subcontract and cooperate in the workload.

Commissioner Filandro Anaya seconded the motion.

Commissioner Powers said this would not be brought back after negotiation for approval.

Commissioner Brennan said he understood this would save the Town money in the long run.

Commissioner Powers said it would and it would streamline the case so there is not duplication of effort and workload.

Commissioner Jaramillo asked to see the final contract before approval.

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<i>Commissioner Audrey Jaramillo</i>	<i>Nay</i>
<i>Commissioner Jerry Powers</i>	<i>Aye</i>

The Motion Carried 4 to 1.

Commissioner Sterling Donner moved Manager McCracken to begin Clerk Application Interviews.

Commissioner Audrey Jaramillo seconded the motion.

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<i>Commissioner Audrey Jaramillo</i>	<i>Aye</i>
<i>Commissioner Jerry Powers</i>	<i>Aye</i>

The Motion Carried 5 to 0.

Commissioner Jaramillo made comments regarding Chief contract and discussing and ensuring Chief is paid correctly. She shared is important and best practice that our Appointees are evaluated annually and their contracts are addressed for any market and merit increases by April or May each year to factor any raises into the interim budget. She recognized the Chief's desire for any raise to go to the officers and thanked him for his support of the Department.

B. Route 66 Centennial and Edgewood Town Logo. (Manager McCracken, Commissioner Donner, Shelly Hutchinson)

Shelly Hutchinson presented PowerPoint. Possible use of the 1911 building as a visitor information center, new Logo for TOE,

Commissioner Sterling Donner moved to approve the \$500.00 budget for exploring a new logopayment for Logo.

Commissioner Audrey Jaramillo seconded the motion.

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<i>Commissioner Audrey Jaramillo</i>	<i>Aye</i>
<i>Commissioner Jerry Powers</i>	<i>Aye</i>

The Motion Carried 5 to 0.

Commissioner Powers moved that we postpone item F. Cost of Living Increase to the next regular meeting, that we postpone the public hearing to the October 10th meeting, that we postpone item J. indefinitely, and that we move the item H., K., and L. ahead to the next items and amended it to take item C. next, then H., K., and L.
Commissioner Anaya seconded.

Commissioner Filandro Anaya Aye
Commissioner Kenneth Brennan Aye
Commissioner Sterling Donner Aye
Commissioner Audrey Jaramillo Aye
Commissioner Jerry Powers Aye

The Motion Carried 5 to 0.

Commissioner Donner moved to move item O. to the next meeting; automatically goes to the next meeting if we do not get to it.

C. Procurement of ADA Coordinator. (Commissioner Jaramillo).

P and Z Manager Brad Hill presented State Statue ADA Compliance; need plan designed to prevent legal issue. requesting procurement to go after ADA coordinator. ADA would assess the Town and create a plan, would be on call.

Commissioner Jerry Powers moved to approve to go out for procurement of ADA Coordinator. Commissioner Audrey Jaramillo seconded the motion.

Discussion:

Commissioner Jaramillo asked about budget and the need for a BAR. Manager McCracken said carryover funds will go into Finance and Administration. Commissioner Jaramillo expressed concerns about draining cash and being conservative with reserves.

Commissioner Filandro Anaya *Aye*
Commissioner Kenneth Brennan *Aye*
Commissioner Sterling Donner *Aye*
Commissioner Audrey Jaramillo *Aye*
Commissioner Jerry Powers *Aye*

The Motion Carried 5 to 0.

Ms. Hutchinson came up to request permission to explore what it would cost to make changes to Town Hall. The Commission had no objection to her working with the Town Manager on this.

D. FY24 Raises by Department If Budget Allows. (Commissioner Jaramillo) MOVED
E. Commissioner Pay FY24. (Commissioner Jaramillo) MOVED
F. Cost of Living Increase. (Commissioner Powers). MOVED
 Moved to next meeting.

- G. Infrastructure Capital Improvement Plan (ICIP) and Other Funding Requests for FY24. (Commissioner Jaramillo).
- H. Use of Remaining 2014 GO Bond Funds. Notice to Rescind Previous Motion & Vote of 8-22-2023 and Vote On Use of Remaining Proceeds. (Commissioner Powers).

Commissioner Powers addressed conflict concerns over Venus and Rainbow roads.

Commissioner Jerry Powers moved rescind the previous motion and vote of use of remaining 2014 GO Bond Funds that was taken on August 22, 2023.

Commissioner Filandro Anaya seconded the motion.

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<i>Commissioner Audrey Jaramillo</i>	<i>Aye</i>
<i>Commissioner Jerry Powers</i>	<i>Aye</i>

The Motion Carried 5 to 0.

Commissioner Filandro Anaya moved to utilize the remainder of the 2014 GO Bonds to finish the re-paving for paving the last 2/10ths of a mile onf Rainbow Road and erection of Pedestrian Bridge over Batchelor Draw on Horton Road which is what the funds were originally dedicated for.

Commissioner Powers recused due to living off Rainbow Road.

Commissioner Sterling Donner seconded the motion.

Discussion:

Commissioner Jaramillo expressed concern the bridge was not on that bond. Commissioner Brennan clarified it was on Horton and P&Z Manager Brad Hill clarified it is to finish the trail on Horton for a bridge to protect the public from harm crossing. Town Manager clarified Rainbow was paving the last 2/10ths of a mile.

<i>Commissioner Filandro Anaya</i>	<i>Aye</i>
<i>Commissioner Kenneth Brennan</i>	<i>Aye</i>
<i>Commissioner Sterling Donner</i>	<i>Aye</i>
<u><i>Commissioner Jerry Powers</i></u>	<u><i>Recused</i></u>
<i>Commissioner Audrey Jaramillo</i>	<i>Aye</i>

The Motion Carried 4 to 0, 1 Recusal.

- I. ~~PUBLIC HEARING:~~
~~Ordinance 2023-006 ATV/OHV. (Commissioner Powers).~~

Moved to October 10th, 2023, meeting.

- J. ~~Stelzner Winter Warburton Flores & Dawes Representation/Contract. (Commissioner Powers).~~

Removed indefinitely.

- K. Methods for Resolving All Legal Questions Regarding the Recent Appointment of Successor Mayor and the Rule of Law. (Commissioner Powers).

Commissioner Powers asked town attorney Frank Coppler to address this issue.

Commissioner Jaramillo clarified the language in the law is only after each election and stated the Commission should follow it and not be drug through court.

Commissioner Brennan addressed the statute and he is going to the state Legislature to get the language changed but Audrey will have to go to court to challenge it.

Commissioner Jaramillo stated the Legislature did not give the Commission removal authority in this statute; we are not Home Rule.

9:30 PM: Commissioner Powers moved to extend the meeting for another 10-15 minutes, long enough to get through this item and the next one.

Commissioner Anaya seconded.

Commissioner Jaramillo stated we were not provided this information [Coppler's legal opinion] 3 days in advance and it is a lot to go through.

Amended to 9:45 PM.

Commissioner Filandro Anaya Aye

Commissioner Kenneth Brennan Aye

Commissioner Sterling Donner Aye

Commissioner Audrey Jaramillo Aye

Commissioner Jerry Powers Aye

The Motion Carried 5 to 0.

Commissioner Jerry Powers stated we are not accusing anyone of malfeasance just have the right to do this by vote and moved to break privilege of the legal opinions VanAmberg, Coppler and Winter so the public can access to those written legal opinions.

Commissioner Kenneth Brennan seconded the motion.

Discussion:

Commissioner Jaramillo stated this was unnecessary because that privilege was already broken when he and the attorneys presented all that to the Public in previous meetings.

Commissioner Filandro Anaya Aye

Commissioner Kenneth Brennan Aye

Commissioner Sterling Donner Aye

Commissioner Audrey Jaramillo *Aye*
Commissioner Jerry Powers *Aye*

The Motion Carried 5 to 0.

- L. Naming a Successor Mayor Per New Mexico Statues Chapter 3- Municipalities Article 14- Commission-Manager Form of Government; Municipalities Over 1,000 Section 3-14-10- Commission-Manager; Selection of Mayor; Duties. (Commissioner Powers).

Commissioner Jerry Powers stated we have been in this state and resolving that and moved to postpone this item indefinitely.

~~Friendly Amendment—was accepted to extend the meeting to 9:45pm~~

Commissioner Sterling Donner seconded the motion.~~Aaccepted~~

Discussion:

Commissioner Jaramillo added the pathway forward requested that is legal and free is requesting the opinion of the Attorney General and mediation. It doesn't drag the Town through a lawsuit, through court. Coppler and Commissioner Powers proposed she would have to spend her own funds on a decision that is unlawful. The proper procedure she sees so we do have due process and do not skip steps is to get the AG opinion and to go through mediation. Commissioner Powers called the question and then we can move to adjourn. Chair Brennan offered all commissioners to speak. Commissioner Anaya called the question. Commissioner Donner asked why it is important to Audrey to keep the position, or title, as mayor.

Commissioner Jaramillo said it is a very bad idea to remove the mayor at any personality conflict, at any false allegation without due process, without contacting the Public and listening to them at this and other meetings where they have said not to do this, forcing the Town to go through lawsuits and legal fees. It is an injustice to the Town and not right. She feels strongly because of the precedence this sets for future mayors and the instability it brings. It is not about her personally she will be serving Edgewood long after December 31st.

Commissioner Powers asked Coppler if you can mediate a law. You comply or are not in compliance. Commissioner Jaramillo recommended we comply with the law.

Commissioner Powers called the question.

Commissioner Filandro Anaya *Aye*
Commissioner Kenneth Brennan *Aye*
Commissioner Sterling Donner *Aye*
Commissioner Audrey Jaramillo *Aye*
Commissioner Jerry Powers *Aye*

The Motion Carried 5 to 0.

- ~~M. Incode Update. (Deputy Treasurer Massey).~~

- N. ~~Resolution 2023-037 BAR #1. (Deputy Treasurer Massey).~~
O. ~~Code of Conduct for Commissioners. (Commissioner Donner).~~

X. ~~PUBLIC COMMENTS~~

XI. ~~FUTURE MEETINGS~~

- A. ~~Regular Commission Meeting September 26th, 2023 @ 6:00 PM at the Town of Edgewood Commission Chambers.~~
B. ~~Regular Commission Meeting October 10th, 2023 @ 6:00 PM at the Town of Edgewood Commission Chambers.~~
C. ~~Regular Commission Meeting October 24th, 2023 @ 6:00 PM at the Town of Edgewood Commission Chambers.~~
~~*Voting will be in the Chambers from October 21, 2023 November 7th, 2023*~~

XII. ~~FUTURE EVENTS~~

- A. ~~Early Voting:
October 21st – November 4th Saturdays, 10am-6pm; Tuesday – Friday 11am-7pm.
Election Day – November 7th, 2023. 7am-7pm~~

XIII. ~~FUTURE AGENDA ITEMS~~

- A. ~~Public Hearing on September 26th, 2023: Ordinance 2023-009 – Recognizing the New Mexico Sex Offender Registration and Notification Act; Town Monitoring; and Map of Offenders on Town Website.~~

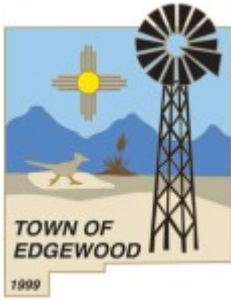
XIV. ~~ADJOURN~~

~~Powers motioned to adjourn. Donner Seconded. All Voted Aye @ 9:42pm.~~

Audrey J. Jaramillo, CMO, Mayor

ATTEST:

Nina McCracken, Clerk



Town of Edgewood

Minutes

Regular

Tuesday, September 26, 2023 @ 6:00 PM

Townhall of Edgewood Commission Chambers - 171A State Rd. 344

I. WELCOME, INTRODUCTION, & ROLL CALL (6:00 PM)

Roll Call

Commissioner Anaya – present

Commissioner Donner – Present

Commissioner Jaramillo – Present

Commissioner Powers – Present

Commissioner Brennan – Present

Other Staff in attendance – Town Manager McCracken, Deputy Treasure Massey, Chief Jimenez, Noah Miller IT

A. Invocation

B. Pledge of Allegiance

C. NM Flag Salute

"I salute the flag of the state of New Mexico, the Zia symbol of perfect friendship among united cultures."

II. AGENDA APPROVAL (Timestamp 4:24)

Motion – Commissioner Donner made a motion to approve the agenda with the amendment.

Friendly amendment – Commissioner Powers. I would like to combine items F and P. Which is the resolution on the bar and the allocation of paving funds because they go together.

Commissioner Jaramillo – request to move Item T & V. to 8. Agreed to move after Item C.

Second – Commissioner

Vote – All voted AYE

III. PUBLIC COMMENTS ON AGENDA ITEMS (Timestamp 8:36)

Karen Davidson – Rainbow Road issues

Mike Davidson, Jeff Johnson, John Dafers, Scott Cooper, Deborah Suda, Mark Campbell, & Elizabeth donated their 2 minutes to Karen for a total of 16 minutes.

Steve Woodward – Sandia Airpark

Tom Sullivan – Attorney Fees used by the Commissioners.

Tony Jaramillo Jr. – Wished Commissioner Jaramillo a Happy Birthday and issues with the Airpark roads.

Tim Miller – Opposed to getting roads repaired in the subdivisions. And Code of Ethics

Teresa Benton – Sandia Airpark, HOA on road issues

Leon Richter – asking for an update on the Bassett Quarry

Brent Middleton – Sandia Airpark – supplied a hand out for the commissioners

Kelly Tanner – the paving of Rainbow Road, he is favor of paving the road.

Janie Klatt – Resolution 2023-039 would like to see more specifics on this resolution, regarding the signatures.

Cheryl Huppertz – comments on how the commission manages issues within the office and during meetings.

Ned Derrickson – regarding the paving of Rainbow Road.

IV. CONSENT AGENDA (Timestamp 49:01)

Motion – Commissioner Donner motioned to approve the consent agenda

Seconded – Commissioner Powers

Commissioner Jaramillo – there are several changes to the minutes of Sept. 12, she will provide a red line copy at the next meeting,

Commissioner Donner made a comment that it would have to a special meeting to approve the corrected minutes, Donner said NO.

Commissioner Powers commented that the corrected minutes can be amended and brought back at a later time.

Vote - Commissioner Powers, Donner, Brennan & Anaya Voted AYE

Commissioner Jaramillo voted NAY

Motion Passed 4 to 1

A. Approve/Amend/Disapprove Minutes

i. September 12, 2023.

V. MATTERS FROM THE COMMISSIONERS

A. Audrey Jaramillo – thank the public for attending the meetings, issues brought up with financial disclosures, will be creating an ordinance that will be critical for the future of the town.

B. Jerry Powers – COLA increase for the town staff, new process for roads, paving of Appaloosa Lane, HOA issues.

C. Phil Anaya – Commented on the issue with the Sandia Airpark public/private roads.

D. Sterling Donner – Speed limit near EVCA it is not marked as a school zone.

E. Ken Brennan - Appaloosa Road paving, Woofstock – great event and thank staff, Echo Ridge Park gate was vandalized asking the public to report any issues at the park

VI. MATTERS FROM THE CHIEF OF POLICE (Timestamp 1:05:38)

- A. Police - was awarded \$395,000.00 for law enforcement recruitment fund, will start testing for more police officers. The fund should fund 3 new positions. Will increase the police force to 17 officers, Thanked the AC staff and volunteers including the commissioners for the work on the Woofstock event
- B. Animal Control – No comments

VII. MATTERS FROM THE TOWN MANAGER (Timestamp 1:08:06)

- A. Presentation of New Mexico State Fair Queen Taylor White and Rodeo De Santa Fe Princess Shyann Moorhead. Photos were taken with the commissioners. Visit with Todd Bibiano MESD School superintendent, invitation to their Homecoming parade on Oct. 13, update on the process of Procurement. Clerk applicants, NM Infrastructure conference on Oct. 17th through the 20th.
- A. Department and Advisory Board Reports
 - i. Municipal Court
 - ii. Roads
 - iii. Library
 - iv. Parks and Recreation
 - v. Maintenance
 - vi. Wastewater
 - vii. IT Technology

VIII. DISCUSSION AND ACTION ITEMS (Timestamp 1:17:12)

- A. Cost of Living Increase. (Commissioner Powers).
Motion – Commissioner Powers Made a motion to approve the cost-of-living increases provided on the, spreadsheet in the packet which a 7% across the board increase.
Second- Commissioner Donner
Vote – Commissioner Anaya – AYE
Commissioner Donner – AYE
Commissioner Jaramillo -AYE
Commissioner Powers - AYE
Commissioner Brennan – AYE
Motion Passes 5- 0
- B. FY24 Raises by Department If Budget Allows. (Commissioner Jaramillo and Commissioner Donner)

Motion – Commissioner Jaramillo made a motion that the Town Manager complete the necessary evaluations for the administrative band employees. And bring recommendations to the commission after consulting with finance if there is additional budget, to a future commission meeting.

Second - Commissioner Donner

Vote – All voted AYE

Motion Passed 5-0

- C. Call for Public Hearing on Ordinance 2023 - ____ An Ordinance Setting Compensation of the Town of Edgewood's Governing Body Members, Planning & Zoning Commissioners, and Municipal Judge; Repealing and Replacing Ordinances 2004 -1 [Mayor Pay] and 2012 - 02 [Councilor and Judge Pay]. (Commissioner Jaramillo)

Motion – Commissioner Jaramillo made a call for a public hearing on the ordinance setting compensation for the governing body members, Planning & Zoning commissioners, and Municipal Judge. Repealing & replacing ordinance 2004- 1, Mayors pay, and 2012-02 Counselor and judge pay. Moved to October 24

Second – Commissioner Donner

Vote – All voted AYE

Motion Passed 5-0

- D. Infrastructure Capital Improvement Plan (ICIP) and Other Funding Requests for FY24. (Commissioner Jaramillo).

- E. Incode Update. (Manager McCracken and Deputy Treasurer Massey).

Deputy Treasurer Massey gave the update on the new Incode 10 systems.

Motion – Commissioner Donner to approve the additional add-ons.

Second – Commissioner Jaramillo

Vote – All Voted AYE

- F. Resolution 2023-037 BAR #1. (Manager McCracken and Deputy Treasurer Massey).

Deputy Treasurer Massey asked that the Bar be approved for the purpose of our quarterly reports and the appropriation of the fund change per DFA.

Motion – Commissioner Powers made a motion to approve the Bar with the 1 million Dollars earmarked for Municipal Street chip sealing for next spring, with that earmarked for Chip sealing roads next spring.

Second – Commissioner Anaya

Vote – All voted AYE

Motion - Carried 5 to 0

- G. Code of Conduct for Commissioners. (Commissioner Donner).
Comments were made by Commissioner Donner and will bring a resolution to the next meeting.

H. Presentation and update from AREA, Danielle Casey. (Manager McCracken).

Town Manager McCracken will have postponed this item due to Danielle not in attendance, also asked if she could be rescheduled and pushed to the top of the agenda, Commissioner Brennan Yes!

I. Public Hearing: Ordinance 2023-009 _Recognizing the New Mexico Sex Offender Registration and Notification Act; Town Monitoring; and Map of Offenders on Town Website. (Commissioner Jaramillo).
(Opened @ Time 8:51 pm & Closed @8:58 pm)

Cheryl Huppertz – concerned that this adding more work to the staff.

Steven Murillo – Support for this Ordinance

Linda Burke – Support for this Ordinance and would like to see on-line link for the public to be keep informed.

Chief Jimenez – gave the information from the Santa Fe County Sheriff's office and asked if the Town would like to have a monitoring system, they would like to increase the staff for that position.

Motion – Commissioner Jaramillo made a motion to pass the ordinance # 2023-009 with the change, adding language from legal council with states a person residing within a Thousand fee of the real property comprising a public or non-public elementary or secondary school or a childcare facility does not commit a violation in this section if the offender established a residence prior to the effective date of the ordinance, or a school or Childcare facility in newly located after the effective date of this ordinance.

Second – Commissioner Donner

Vote – Commissioner Anaya - AYE

Commissioner Donner - AYE

Commissioner Jaramillo -AYE

Commissioner Powers - AYE

Commissioner Brennan – AYE

Motion Carried – 5 to 0

J. Call for a Public Hearing: Library Operations Ordinance. (Manager McCracken).

Manager McCracken updated the purposed changes to the library operations Ordinance and asked to move this item to the first meeting of November.

Motion – Commissioner Brennan made a motion to call for a public hearing for the library operations ordinance on November 14.

Second – Commissioner Powers

Vote – All Voted AYE

Motion Carried 5 to 0

K. Resolution Signatory Authority. (Commissioner Brennan and Manager McCracken).

L. Old Town Hall Proposal and Plans. (Commissioner Donner and Manager McCracken).

M. Discussion and Action for a School Zone on NM 344 for Estancia Valley Classic Academy.
(Commissioner Donner and Manager McCracken).

- N. Electronic Sign for Venus Park. (Commissioner Anaya).
- O. YES! Program. (Commissioner Donner).
- P. New Process for Road Paving and Allocation of Paving Funds for Spring 2024.
(Commissioner Powers).
- Q. Approval of Procurement- Paving and Road Materials for Appaloosa Road. (Commissioner Powers).

Motion - Commissioner Powers made a motion to move Q up for approval of procurement because we've already started on the sub-base for Appaloosa Road, and we need to procure the materials.

Second – Commissioner Donner

Vote – Commissioner Anaya, Powers, Brennan, Donner voted - AYE.

Commissioner Jaramillo – NAY

Motion carried 4 to 1

Motion – Commissioner Donner made a motion to approve procurement for the paving of road materials for Appaloosa Road.

Second – Commissioner Powers

Vote - All voted AYE

- R. NM Self Insurer's Fund No-Cost Mediation for Governing Body. (Commissioner Jaramillo).

- S. Pro-Bono Declaratory Judgment filing with District Court regarding NMSA 1978 Section 3-14-10 term of mayor. (Commissioner Jaramillo).

- T. Reconsideration and Action on Use of Remaining 2014 GO Bond Funds due to new information provided by community members on allegations regarding violations of the Anti-Donation Clause of the State of New Mexico Constitution, NM Governmental Conduct Act, Town Ethics Ordinance, and Bond Limitations. (Commissioner Jaramillo).

Motion – Commissioner Donner made a motion that we hear Karen Davidson

Second – Commissioner Jaramillo

Vote – All Voted AYE

Motion Carried 5-0

Motion – Commissioner Brennan made a motion to table this topic at the first meeting in November.

Second – Commissioner Donner

Vote – All - Voted AYE

Motion Carried 5-1

- U. Santa Fe County's Use of Commission Chambers for Early Voting and Election
Day. (Commissioner Jaramillo)

- V. Abortion Ordinance Referendum - Secretary of State's Denial of Election. (Commissioner Jaramillo)

Town Manager – We did receive an email from the County Clerk that said the Secretary of State has rejected the Abortion Ordinance being on the election in November, due to it being an advisory question. Commissioner Powers request that we call for a Special Election in February

W. Estancia Valley Classical Academy - Hillsdale College Member School to Curriculum School.
(Commissioner Jaramillo).

X. Edgewood Petition Request - Edgewood Skatepark Renovation. (Commissioner Jaramillo).

Y. Discussion of Part Time PR Position. (Commissioner Donner).

Z. Resolution 2023-038 Requesting Match Waiver and TPF. (Manager # - # McCracken).

IX. PUBLIC COMMENTS

X. FUTURE MEETINGS

A. Regular Commission Meeting October 10th, 2023 @ 6:00 PM at the Town of Edgewood Commission Chambers.

B. Regular Commission Meeting October 24th, 2023 @ 6:00 PM at the Town of Edgewood Commission Chambers.

Voting will be in the Chambers from October 21, 2023-November 7th, 2023

XI. FUTURE EVENTS

A. WoofStock September 23, 2023, 10AM - 3PM at Venus Park.

B. Movie Night September 23, 2023 @ 6:30PM, Spider verse.

C. Early Voting:
October 21st - November 4th Saturdays, 10am-6pm; Tuesday - Friday 11am-7pm.
Election Day- November 7th, 2023. 7am-7pm

D. Trunk or Treat October 28th, 2023, 6:00PM - 9:00PM.

XII. FUTURE AGENDA ITEMS

A. Public Hearing, October 10th, 2023 on Ordinance 2023-006 ATV/OHV.
(Commissioner Powers).

XIII. CLOSED SESSION (Time 9:12 pm to)

A. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(2) discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; Specifically, Clerk Applicants. (Manager McCracken).

Motion – Commissioner Powers to go into close session.

Second – Commissioner Donner

Vote - Commissioner Anaya - AYE

Commissioner Donner - AYE

Commissioner Jaramillo -AYE

Commissioner Powers - AYE

Commissioner Brennan – AYE

Motion Carried 5 - 0

Motion – Commissioner Donner made a motion to come back into open session. As per motion and roll call pursuant to NMSA 1978 Section 10-15-1(H)(2) discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; Specifically, Clerk Applicants.

Second – Commissioner Powers

Roll Call Commissioner Anaya - AYE
Commissioner Donner - AYE
Commissioner Jaramillo -AYE
Commissioner Powers - AYE
Commissioner Brennan – AYE

I attest only those items in the Closed session were discussed and no decisions were made.

Affirmation

Commissioner Anaya - AYE
Commissioner Donner - AYE
Commissioner Jaramillo -AYE
Commissioner Powers - AYE
Commissioner Brennan – AYE

Motion – Commissioner Jaramillo made a motion for the account manager and Town Manager work on drafting the contract for the Clerk position.

Second – Commissioner Powers

Vote – All Voted AYE

Motion Carried 5 - 1

XIV. ADJOURN (Time 9:33 pm)

Municipal Building

1911 Historic Route 66

Proposed Uses

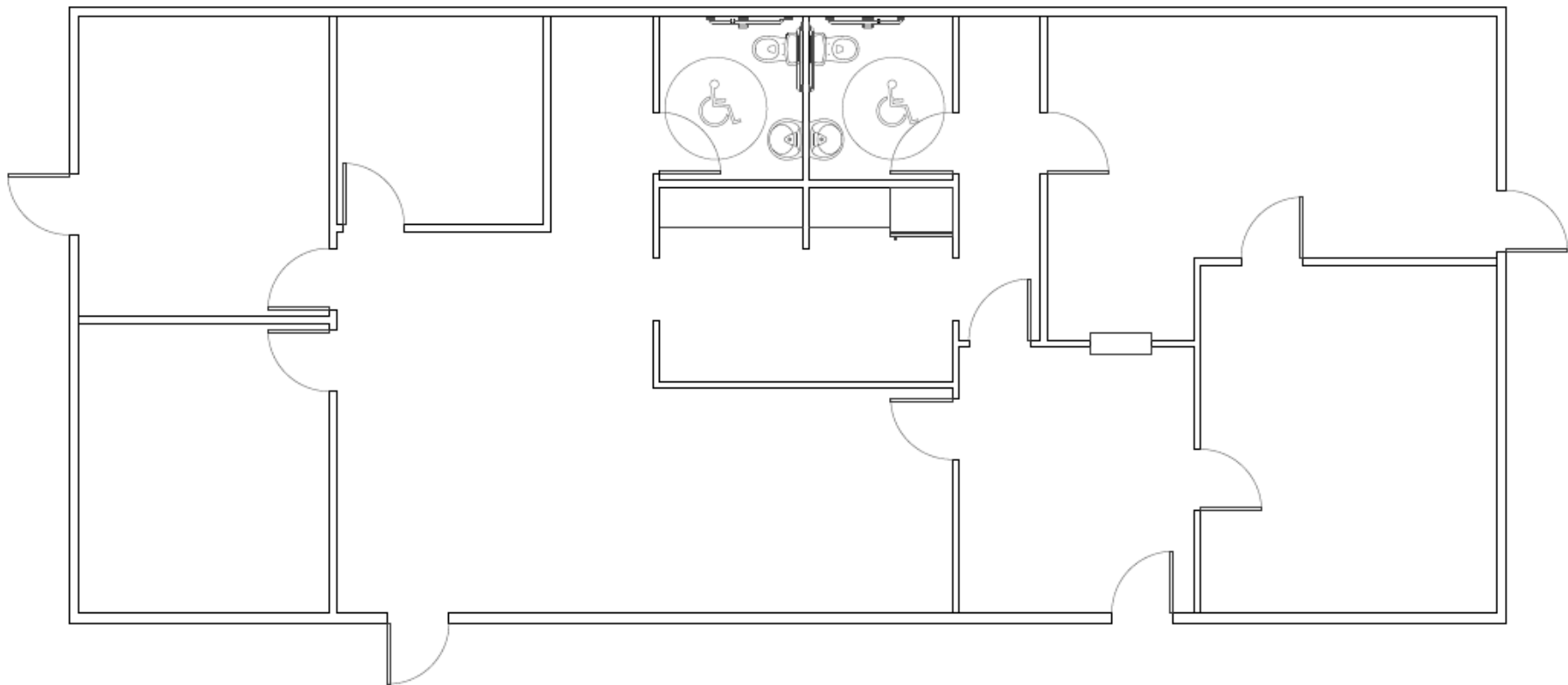
Objectives to include:

- Welcome Center
- Visitor Center
- Town History | Museum
- Vending Options
- Local suppliers preferred

Let's get thinking!

September 19, 2023

Date



1

EXISTING FLOOR PLAN

SCALE: 3/16" = 1'-0"



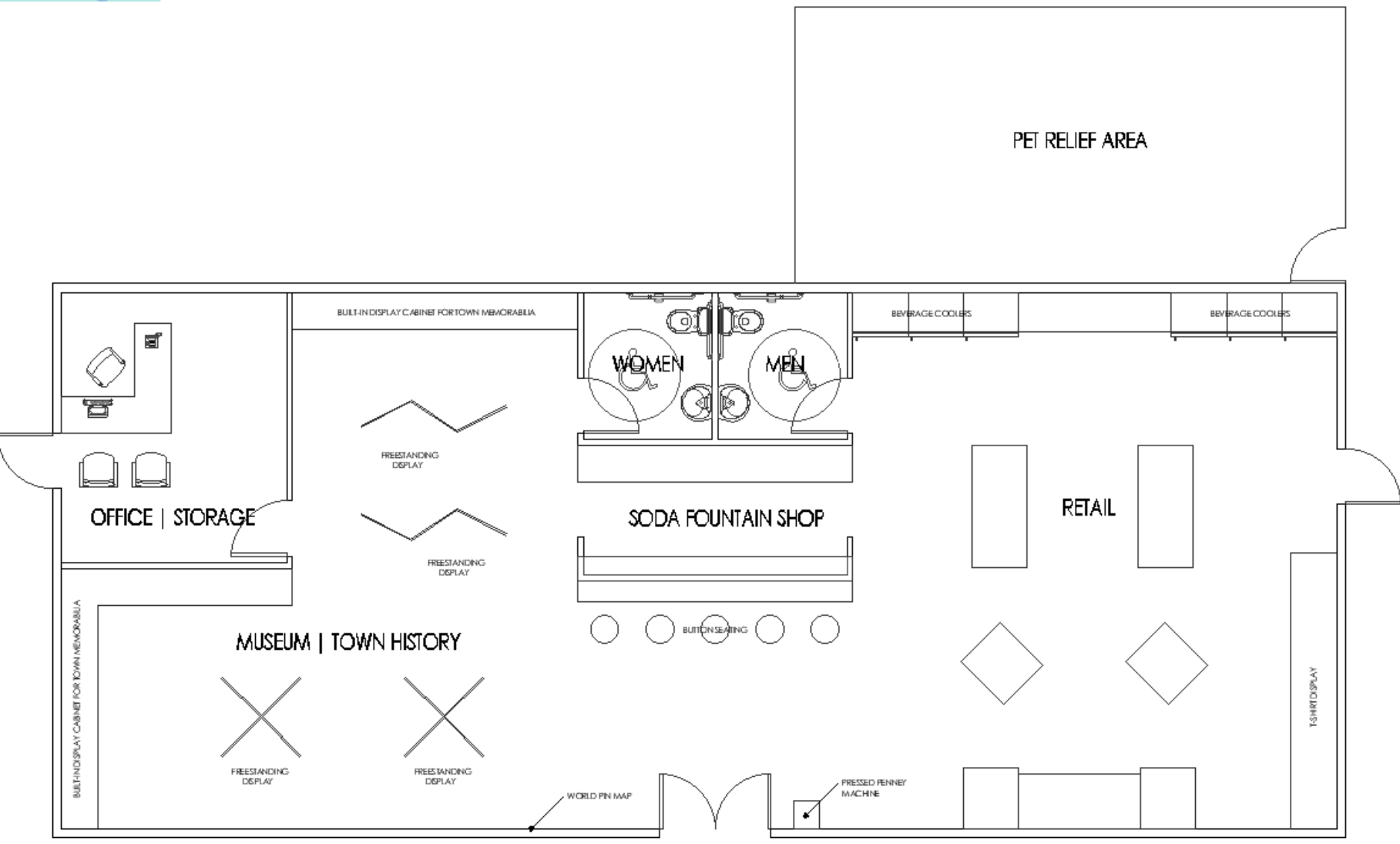
SHELLZSTUDIO0505@GMAIL.COM

09/15/23

A-1

EDGEWOOD MUNICIPAL BUILDING
1111 ROUTE 66

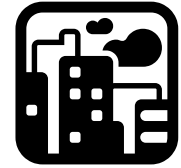
AGENDA ITEM #IX.C.



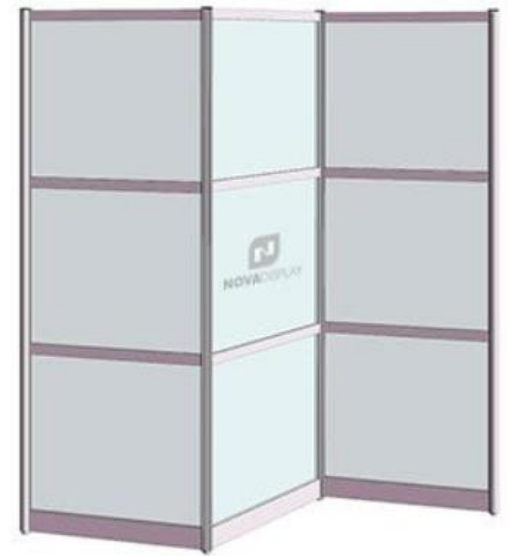
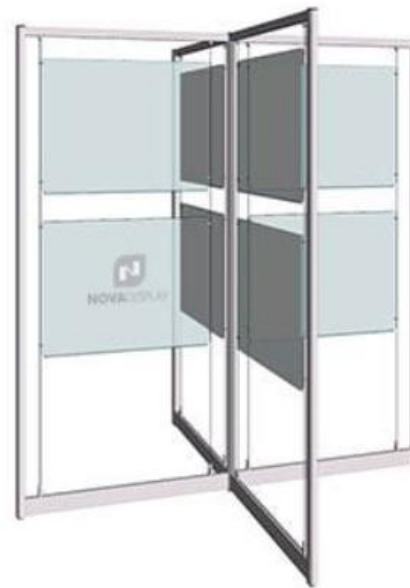
PROPOSED FLOOR PLAN
 SCALE: 3/16" = 1'-0"
 NORTH 1

	09/15/23
	A1 SHELLZSTUDIO505@GMAIL.COM

Town History

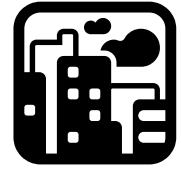


Get the info!



Display Options

Town History



Artifacts on display



Built-In Display

Soda Fountain Shop

Who doesn't love ice cream and a soda fountain drink!



hey! over here!

Highlighting Local Vendors

Drink or Souvenir?



Route 66 Soda is made in Moriarty. This distributor also has many other Route 66 items that are being sold all along the Route and Welcome Center's in New Mexico including t-shirts, beef jerky, etc.

Distributor will highlight Edgewood as a place to get their drinks on their website.

Local vendors

Highlighting Local Vendors

Local Honey 🐝

Local Retail corner featuring items such as:

- Honey
- Soap
- Jerky
- Trail Mix



Raw Honey | Honey Sticks

Local vendors



Packaged Snacks



Snacks! 😊

Route 66 Soda is made in Moriarty. This distributor also has many other Route 66 items that are being sold all along the Route and Welcome Center's in New Mexico including t-shirts, beef jerky, etc.

Penny Machines USA

[PENNY PRESS MACHINES](#)[CUSTOM COIN DESIGNS](#)[THE PERKS](#)[ABOUT US](#)[THE HISTORY](#)[CONTACT](#)

Compact Penny Press

(Pictured with optional 2.5" claw feet)

Our mid-sized penny press machine—great for medium sized spaces, evoking a rustic feel without taking up much of your valuable floor space.

- Oak cabinet available in two finishes – Provincial or Honey Oak
- Molded 3/8" crystal clear cast acrylic
- Includes all artwork and engraving for four images
- Non-reverse brake
- Precision pin drop, ensuring a perfect coin every time

Dimensions: 58" H x 18" W x 17" D

Shipping weight: 170 lbs

Call 970-731-1073 or contact us today to order!

[DOWNLOAD PRICE SHEET](#)

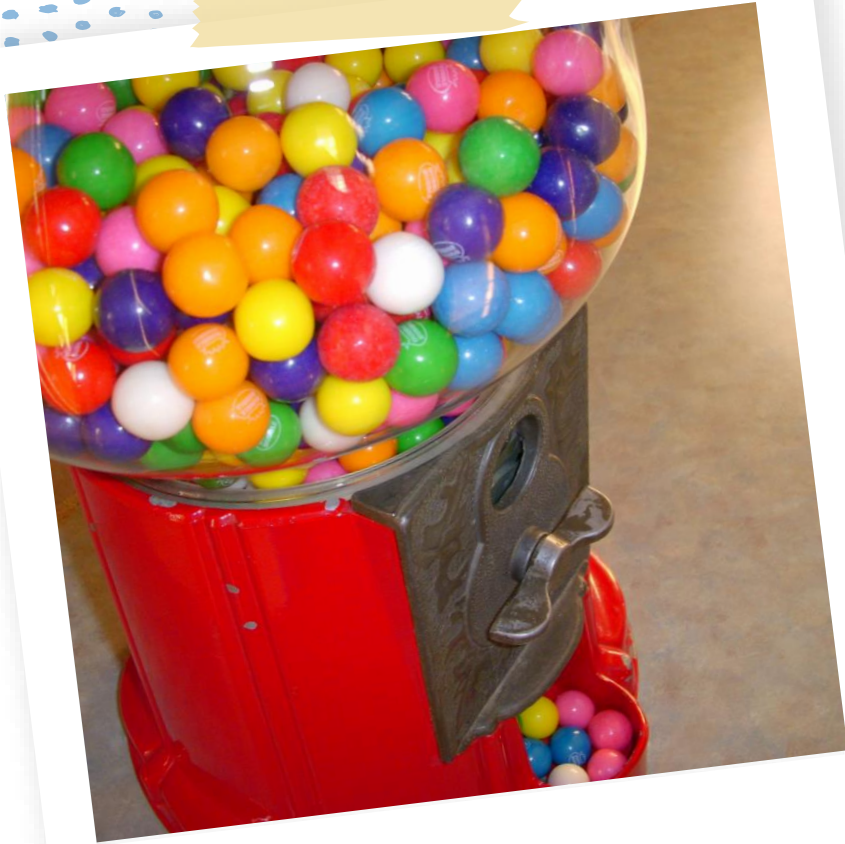
\$4,250.00

Share this item:



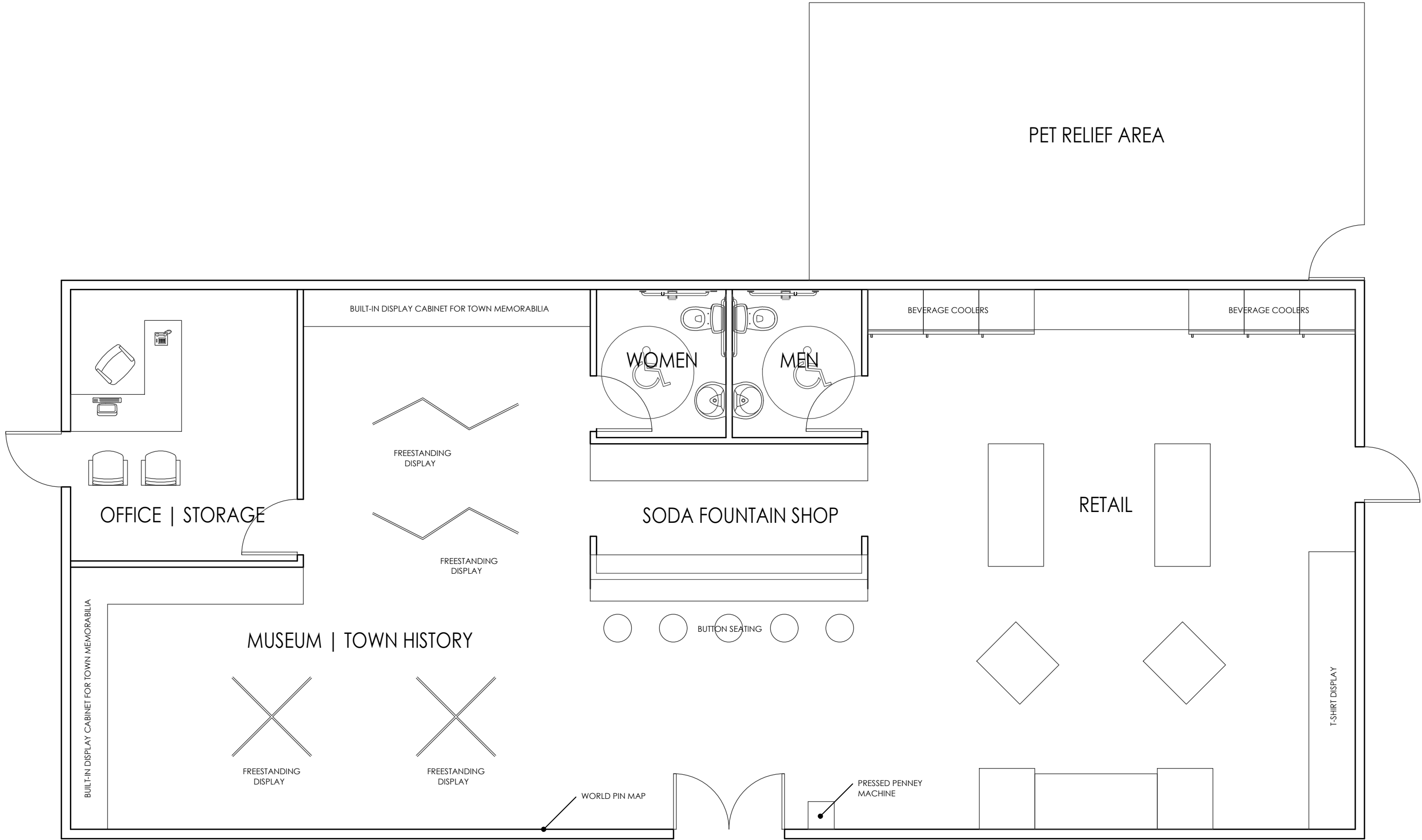
Dispensers

Bubble Gum, Toys
and more! 🍬



Do you have a
quarter?!





1

PROPOSED FLOOR PLAN

SCALE: 3/16" = 1'-0"



09/19/23
A-1
AGENDITEM #1A.C

EDGEWOOD MUNICIPAL BUILDING
1911 ROUTE 66

From: [Martinez, Javier A, DOT](#)
To: [Nina McCracken](#)
Cc: [Roger Jimenez](#); [Sterling Donner](#)
Subject: RE: [EXTERNAL] School Zone- NM 344
Date: Monday, September 25, 2023 11:34:26 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Good Afternoon,

When the Charter School applied for the access permit from NMDOT, a traffic study was completed. At the time the traffic study done by the school did not recommend school flashers to be installed. If the school would like school flashers to be installed they would enter into a Right of Way Use agreement with NMDOT. The right of way use agreement will allow the school to install and maintain the flashers and signage for the school zone. They can submit the signage plan to NMDOT for review and approval and we will send a draft agreement for the school to review.

Thank you,

Javier Martinez, P.E.
NMDOT District 5
Assistant District Engineer – Engineering
505-500-2360

From: Nina McCracken <nmccracken@edgewood-nm.gov>
Sent: Saturday, September 23, 2023 10:34 AM
To: Martinez, Javier A, DOT <Javier.Martinez@dot.nm.gov>
Cc: Roger Jimenez <rjimenez@edgewood-nm.gov>; Sterling Donner <Sdonner@edgewood-nm.gov>
Subject: FW: [EXTERNAL] School Zone- NM 344

Good morning Mr. Martinez,

I wanted to touch base with you regarding school zones. The Town of Edgewood has a school on NM 344 and many community members have requested a school zone in that area. What are the steps we need to take to have one placed there? We do have this item on our Commission Agenda for Tuesday September 26th to discuss as well.

Thank you,

Nina R. McCracken
Town of Edgewood
Deputy Town Manager/Clerk

From: Gallegos, Marlene L, DOT <marlenel.gallegos@dot.nm.gov>
Sent: Tuesday, September 19, 2023 12:05 PM
To: Nina McCracken <nmccracken@edgewood-nm.gov>; Brasher, Paul, DOT <Paul.Brasher@dot.nm.gov>

Cc: Sterling Donner <Sdonner@edgewood-nm.gov>; Roger Jimenez <rjimenez@edgewood-nm.gov>
Subject: Re: [EXTERNAL] School Zone- NM 344

Good afternoon Nina, our Assistant District Engineer Javier Martinez should be reaching out to you. I have forwarded your email to Mr. Martinez.
I can also provide you with his phone number 505-500-2360 email Javier.Martinez@dot.nm.gov

Thank-You,
Marlene L. Gallegos
NMDOT District Five
Office of the District Engineer
PO BOX 4127
Santa Fe, NM 87502
Office: 505-819-9080
Email: MarleneL.Gallegos@dot.nm.gov



From: Nina McCracken <nmccracken@edgewood-nm.gov>
Sent: Tuesday, September 19, 2023 11:33 AM
To: Gallegos, Marlene L, DOT <marlenel.gallegos@dot.nm.gov>; Brasher, Paul, DOT <Paul.Brasher@dot.nm.gov>
Cc: Sterling Donner <Sdonner@edgewood-nm.gov>; Roger Jimenez <rjimenez@edgewood-nm.gov>
Subject: RE: [EXTERNAL] School Zone- NM 344

Good morning,

I am reaching out to inquire how a school zone is decided to be placed. The Town of Edgewood has a charter school on state road 344 and the school has begun asking why they don't have one there. Is there a process we need to begin to have a study done? If you are not the correct person to contact, can you please forward this to the individual or let me know if there is another department to contact.

Thank you,

Nina R. McCracken
Town of Edgewood
Town Manager

From: Bolkovac, Kathryn, PED <Kathryn.Bolkovac@ped.nm.gov>

Sent: Tuesday, September 19, 2023 8:16 AM
To: Nina McCracken <nmccracken@edgewood-nm.gov>
Cc: Sterling Donner <Sdonner@edgewood-nm.gov>
Subject: RE: [EXTERNAL] School Zone- NM 344

Good Morning Nina,

My bureau is deals with the actual Safe School Plan for the campuses, buildings, and grounds. It appears from reviewing state statute, that the Department of Transportation may be the division you should reach out to for this.

I would work with the school director, your local first responder's city or county law enforcement, depending on jurisdiction, and perhaps the county emergency manager, who should have contacts for the department you need to reach out to for any development of school zones, or cross walks. Because you mention this is a state highway, the state patrol may also be involved in this or our county officials. Below are the links for the DOT and statute requirements.

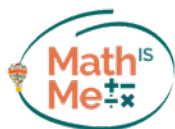
[NMDOT | Mobility For Everyone](#)

<https://law.justia.com/codes/new-mexico/2018/chapter-66/article-7/section-66-7-336/#:~:text=%2D7%2D336.-,School%20crossings,.so%20within%20the%20marked%20crosswalks>.

Thank you for keeping New Mexico Schools safe! Let me know if you have any luck and what the possible process is for this.
Hopefully the DOT and law enforcement will know. If not, I will do try to research this further.

Kathryn

Kathryn Bolkovac | State Safe Schools Program Coordinator
New Email: kathryn.bolkovac@ped.nm.gov
New Mexico Public Education Department
300 Don Gaspar Ave. | Santa Fe, NM 87501
C: 505-490-0346 | Anti-Racism/Anti-Oppression Portal: bit.ly/ARAOHotline



EQUITY • EXCELLENCE • RELEVANCE

From: Nina McCracken <nmccracken@edgewood-nm.gov>
Sent: Monday, September 18, 2023 5:54 PM
To: Bolkovac, Kathryn, PED <Kathryn.Bolkovac@ped.nm.gov>
Cc: Sterling Donner <Sdonner@edgewood-nm.gov>

Subject: [EXTERNAL] School Zone- NM 344

CAUTION: This email originated outside of our organization. Exercise caution prior to clicking on links or opening attachments.

Good evening Kathryn,

I have some questions on school zones. I found your contact through NMPED Safe Schools. The Town of Edgewood has a charter school off HWY 344 that has created a lot of traffic. The school inquired with one of our commissioners on why a school zone isn't present in front of the school. I know this issue came up years ago, and I couldn't remember what the reason was that one was not needed. Commissioner Donner and I would be happy to discuss this matter with you or if you could get us in contact with the correct person/department.

Thank you,

Nina R. McCracken

Town of Edgewood

Town Manager

Interim Clerk/Treasurer.

505-286-4518

nmccracken@edgewood-nm.gov



9-23-2023	1:01 PM	D E T A I L L I S T I N G										PAGE:	1
FUND	:	100-OPERATING FUND	TRANSACTION DATE: 4/01/2023 THRU 6/30/2023										
DEPT	:	00 GENERAL	ACCOUNTS: 300-34180 THRU 300-34180										
POST	DATE	TRAN #	REFERENCE	PACKET=====	DESCRIPTION=====	VEND	INV/JE #	NOTE	=====	AMOUNT=====	=====	BALANCE=====	

300-34180			YES! Recreation Fees										
			B E G I N N I N G		B A L A N C E							225.00CR	
4/12/23	6/07	B26458	Deposit 000000	01414	YES! week 4 & 6		JE# 008885			100.00CR		325.00CR	
4/13/23	6/07	B26461	Deposit 000000	01414	Yes! 2 & 5, 2-weel 4		JE# 008888			300.00CR		625.00CR	
4/18/23	6/07	B26467	Deposit 000000	01414	Yes!		JE# 008895			1,500.00CR		2,125.00CR	
4/19/23	6/07	B26470	Deposit 000000	01414	YES! Week 3, Week 2,4,6,7 3kid		JE# 008901			650.00CR		2,775.00CR	
4/20/23	6/07	B26472	Deposit 000000	01414	YES! Week 1,2,4,6,7,8 & 4		JE# 008903			300.00CR		3,075.00CR	
4/25/23	6/07	B26475	Deposit 000000	01414	YES! 8 weeks		JE# 008908			400.00CR		3,475.00CR	
			=====	APRIL ACTIVITY	DB:	0.00	CR:	3,250.00CR		3,250.00CR			
5/01/23	6/12	B26518	Deposit 000000	01415	YES! 2- 8 weeks		JE# 008917			750.00CR		4,225.00CR	
5/03/23	6/12	B26521	Deposit 000000	01415	YES!		JE# 008924			550.00CR		4,775.00CR	
5/08/23	6/12	B26525	Deposit 000000	01415	YES!		JE# 008928			200.00CR		4,975.00CR	
5/11/23	6/12	B26530	Deposit 000000	01415	05112023 Deposit		JE# 008935			50.00CR		5,025.00CR	
5/24/23	6/12	B26540	Deposit 000000	01415	Misc		JE# 009032			1,100.00CR		6,125.00CR	
5/25/23	6/12	B26533	Deposit 000000	01415	YES!		JE# 008988			100.00CR		6,225.00CR	
5/30/23	6/12	B26541	Deposit 000000	01415	05302023 Deposit		JE# 009033			1,250.00CR		7,475.00CR	
			=====	MAY ACTIVITY	DB:	0.00	CR:	4,000.00CR		4,000.00CR			
6/02/23	7/30	B26876	Deposit 000000	01433	YES! Program		JE# 009149			800.00CR		8,275.00CR	
6/06/23	7/30	B26878	Deposit 000000	01433	YES!		JE# 009151			50.00CR		8,325.00CR	
6/08/23	7/30	B26879	Deposit 000000	01433	YES!		JE# 009154			200.00CR		8,525.00CR	
6/09/23	7/30	B26880	Deposit 000000	01433	YES!		JE# 009155			250.00CR		8,775.00CR	
6/12/23	7/30	B26881	Deposit 000000	01433	YES!		JE# 009156			50.00CR		8,825.00CR	
6/13/23	7/30	B26882	Deposit 000000	01433	YES!		JE# 009157			50.00CR		8,875.00CR	
6/14/23	7/30	B26883	Deposit 000000	01433	YES!		JE# 009158			100.00CR		8,975.00CR	
6/15/23	7/30	B26884	Deposit 000000	01433	YES!		JE# 009159			30,200.00CR		39,175.00CR	
6/16/23	7/30	B26885	Deposit 000000	01433	YES!		JE# 009160			200.00CR		39,375.00CR	
6/20/23	7/30	B26886	Deposit 000000	01433	YES!		JE# 009161			250.00CR		39,625.00CR	
6/21/23	7/30	B26887	Deposit 000000	01433	YES!		JE# 009162			100.00CR		39,725.00CR	
6/22/23	7/30	B26888	Deposit 000000	01433	YES!		JE# 009163			150.00CR		39,875.00CR	
6/26/23	7/30	B26889	Deposit 000000	01433	YES!		JE# 009164			250.00CR		40,125.00CR	
6/29/23	7/30	B26891	Deposit 000000	01433	YES!		JE# 009166			100.00CR		40,225.00CR	
6/30/23	8/19	B27007		01443	General to Impact Deposit		JE# 009319			900.00CR		41,125.00CR	
			=====	JUNE ACTIVITY	DB:	0.00	CR:	33,650.00CR		33,650.00CR			
			=====	ACCOUNT TOTAL	DB:	0.00	CR:	40,900.00CR					



FUND : 100-OPERATING FUND

TRANSACTION DATE: 4/01/2023 THRU 6/30/2023

DEPT : 00 GENERAL

ACCOUNTS: 300-34180 THRU 300-34180

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/JE # NOTE =====AMOUNT===== BALANCE=====

300-34180 YES! Recreation Fees * (CONTINUED) *

--*-*-* 000 ERRORS IN THIS REPORT! *-*-*-*-*

** REPORT TOTALS **	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	0.00	225.00CR
REPORTED ACTIVITY:	0.00	40,900.00CR
ENDING BALANCES:	0.00	41,125.00CR
TOTAL FUND ENDING BALANCE:		41,125.00CR

SELECTION CRITERIA

FISCAL YEAR: Jul-2022 / Jun-2023
FUND: All
TRANSACTION DATES: 4/01/2023 THRU 6/30/2023
TRANSACTIONS: BOTH

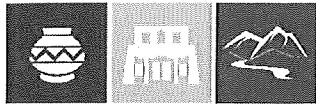
ACCOUNT SELECTION

ACCOUNT RANGE: 300-34180 THRU 300-34180
DEPARTMENT RANGE: - THRU -
ACTIVE FUNDS ONLY: NO
ACTIVE ACCOUNT ONLY: NO
INCLUDE RESTRICTED ACCOUNTS: NO
DIGIT SELECTION:

PRINT OPTIONS DETAIL

OMIT ACCOUNTS WITH NO ACTIVITY: NO
PRINT ENCUMBRANCES: NO
PRINT VENDOR NAME: NO
PRINT PROJECTS: NO
PRINT JOURNAL ENTRY NOTES: NO
PRINT MONTHLY TOTALS: YES
PRINT GRAND TOTALS: NO
PRINT: INVOICE #
PAGE BREAK BY: NONE

*** END OF REPORT ***



SANTA FE COUNTY

SANTA FE, NEW MEXICO

PURCHASE ORDER

IMPORTANT

THIS PURCHASE ORDER NUMBER
MUST APPEAR ON ALL INVOICES
AND SHIPPING CONTAINERS.
INVOICES ARE TO BE IN
DUPLICATE

AGENDA ITEM #IX.F.
PAGE: 1

P.O. NO.: 233716

DATE: 05/17/2023

C.O.NO.: 0

C.O.DATE: 00/00/0000

TO: TOWN OF EDGEWOOD
1911 OLD HWY 66
EDGEWOOD, NM 87015

SHIP TO/
INVOICE TO:

DWI PROGRAM/CSD
SANTA FE COUNTY
100 CATRON, 2ND FLOOR
SANTA FE, NM 87501

VENDOR NO.		NOTES							
12838		1. Federal Tax I.D. Number is required for payment 2. If unable to fill at prices shown, or meet delivery day, please advise immediately. 3. All items subject to terms and conditions on reverse.							
DELIVERY BY		SHIP VIA		F.O.B.			TERMS		
05/10/2023							NET 30		
CONFIRM BY			CONFIRM TO			REQUISITIONED BY			
CONDREY, JEFF			SMITH, KENNETH			ASANDOVAL			
FREIGHT		CONTRACT NO.		ACCOUNT NO.		PROJECT		REQ. NO.	REQ. DATE
				10115254325003				0000234188	05/10/2023
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION				UNIT COST		EXTENDED COST

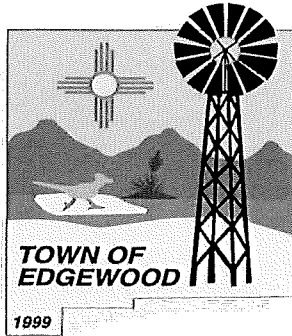
1	30,000.00	EA	PAULINA LOPEZ	1.0000	30,000.00
			000 004		

Santa Fe County will be providing the Edgewood town with \$30,000.00 to support the YES (Youth Events for Summer Program). The program will be located in Edgewood and will serve approx. 50 youth (SF County residents) for an 8-week period.

Government to Government Agreement

05/17/2023: Procurement Code NMSA 1978 SEC.

13-1-98A "Government to Government". KS



Summer 2023 Program Wages and Employer Tax Portion

Anaya, Caris

Gross Wages	745.56
FICA	46.22
Medicare	10.81

Anderson, Josiah

Gross Wages	1629.83
FICA	101.05
Medicare	23.63

Cogburn, Avery

Gross Wages	1136.88
FICA	70.48
Medicare	16.48

Domme, Zander

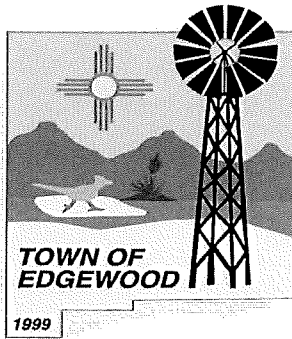
Gross Wages	642.72
FICA	39.82
Medicare	9.32

Gonzalez, Isaac

Gross Wages	413.04
FICA	25.61
Medicare	5.98

Hedgepeth, Ayanna

Gross Wages	1017.88
FICA	63.11
Medicare	14.76



Summer 2023 Program Wages and Employer Tax Portion

Kim, Ji Young

Gross Wages	673.12
FICA	41.73
Medicare	9.76

Lucero, Olivia

Gross Wages	1672.77
FICA	103.71
Medicare	24.26

McMurtrey, Nathan

Gross Wages	504.84
FICA	31.3
Medicare	7.32

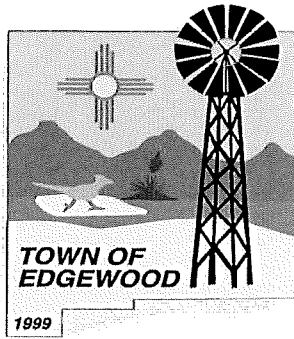
Montoya, Eva

Gross Wages	117
FICA	7.25
Medicare	1.7

Norman, Terry

Gross Wages	700.44
FICA	43.42
Medicare	10.16

Satterfield, Madison



Summer 2023 Program Wages and Employer Tax Portion

Gross Wages	1527.53
FICA	94.7
Medicare	22.15

Sears, Natasha

Gross Wages	1554.34
FICA	96.37
Medicare	22.54

Wiltbank, Kyndal

Gross Wages	505.13
FICA	31.31
Medicare	<u>7.32</u>

Total Gross Wages and \$ 13,823.35

EMPLOYEE: 0338 NAME: Anaya, Caris H									
1ST - QUARTER TOTALS		2ND - QUARTER TOTALS		3RD - QUARTER TOTALS		4TH - QUARTER TOTALS		** TOTAL **	
NBR CHECKS	0 CHECK(S)	1 CHECK(S)	1 CHECK(S)	0 CHECK(S)	0 CHECK(S)	0 CHECK(S)	0 CHECK(S)	1 CHECK(S)	
NET	0.00	610.63	0.00	0.00	0.00	0.00	0.00	610.63	
EARNINGS	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	
GROSS	0.00	745.56	0.00	0.00	0.00	0.00	0.00	745.56	
HOURLY	0.00	41.42	0.00	0.00	0.00	0.00	41.42	745.56	
DEDUCTIONS	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	
TAXES	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	
FEDERAL W/H	0.00	0.00	745.56	53.27	0.00	0.00	0.00	745.56	53.27
STATE W/H	0.00	0.00	745.56	24.63	0.00	0.00	0.00	745.56	24.63
FICA	0.00	0.00	745.56	46.22	0.00	0.00	0.00	745.56	46.22
MEDICARE	0.00	0.00	745.56	10.81	0.00	0.00	0.00	745.56	10.81
EIC CREDIT	0.00	0.00		0.00		0.00			0.00

EMPLOYEE: 0295 NAME: Anderson, Josiah M

1ST - QUARTER TOTALS		2ND - QUARTER TOTALS		3RD - QUARTER TOTALS		4TH - QUARTER TOTALS		** TOTAL **	
0 CHECK(S)		2 CHECK(S)		0 CHECK(S)		0 CHECK(S)		2 CHECK(S)	
0.00		1416.17		0.00		0.00		1416.17	
NBR CHECKS -		HOURS		AMOUNT		HOURS		AMOUNT	
0.00		0.00		1629.83		0.00		1629.83	
EARNINGS		HOURS		AMOUNT		HOURS		AMOUNT	
GROSS		0.00		1629.83		0.00		1629.83	
HRLY-PT		0.00		1629.83		0.00		1629.83	
DEDUCTIONS		EMPLOYER		DEDUCT		EMPLOYER		DEDUCT	
TAXABLE		TAX		TAXABLE		TAXABLE		TAX	
FEDERAL W/H		0.00		56.45		0.00		56.45	
STATE W/H		0.00		32.53		0.00		32.53	
FICA		0.00		101.05		0.00		101.05	
MEDICARE		0.00		23.63		0.00		23.63	
EIC CREDIT		0.00		0.00		0.00		0.00	

EMPLOYEE: 0348 NAME: Cogburn, Avery

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
0 CHECK(S)				2 CHECK(S)				0 CHECK(S)				0 CHECK(S)				2 CHECK(S)			
0.00				964.05				0.00				0.00				0.00			
NBR CHECKS -				2				2				0				2			
NET				0.00				964.05				0.00				964.05			
EARNINGS				HOURS				AMOUNT				HOURS				AMOUNT			
GROSS				0.00				1136.88				0.00				1136.88			
HOURLY				0.00				0.00				0.00				0.00			
DEDUCTIONS				EMPLOYER				DEDUCT				EMPLOYER				DEDUCT			
TAXES				TAXABLE				TAX				TAXABLE				TAX			
FEDERAL W/H-				0.00				0.00				0.00				0.00			
STATE W/H -				0.00				0.00				0.00				0.00			
FICA -				0.00				0.00				0.00				0.00			
MEDICARE -				0.00				0.00				0.00				0.00			
EIC CREDIT -				0.00				0.00				0.00				0.00			

EMPLOYEE: 0342 NAME: Domme, Zander L											
1ST - QUARTER TOTALS			2ND - QUARTER TOTALS			3RD - QUARTER TOTALS			4TH - QUARTER TOTALS		
0 CHECK(S)			2 CHECK(S)			0 CHECK(S)			0 CHECK(S)		
0.00			567.20			0.00			0.00		
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0.00			0.00			0.00			0.00		
0.00			0.00			0.00			0.00		
0.00			0.00			0.00			0.00		
0.00			0.00								

EMPLOYEE: 0340 NAME: Gonzalez, Isaac

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
0 CHECK(S)				2 CHECK(S)				0 CHECK(S)				0 CHECK(S)				2 CHECK(S)			
0.00				378.88				0.00				0.00				378.88			
NBR CHECKS -				0.00				0.00				0.00				0.00			
NET -				0.00				0.00				0.00				0.00			
EARNINGS				0.00				0.00				0.00				0.00			
GROSS -				0.00				0.00				0.00				0.00			
HOURLY -				0.00				0.00				0.00				0.00			
DEDUCTIONS				0.00				0.00				0.00				0.00			
TAXES				0.00				0.00				0.00				0.00			
FEDERAL W/H -				0.00				0.00				0.00				0.00			
STATE W/H -				0.00				0.00				0.00				0.00			
FICA -				0.00				0.00				0.00				0.00			
MEDICARE -				0.00				0.00				0.00				0.00			
EIC CREDIT -				0.00				0.00				0.00				0.00			

EMPLOYEE: 0302 NAME: Hedgepeth, Ayanna N

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
0 CHECK(S)				2 CHECK(S)				0 CHECK(S)				0 CHECK(S)				2 CHECK(S)			
0.00				919.82				0.00				0.00				919.82			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00											

EMPLOYEE: 0344 NAME: Kim, Ji Young

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
0 CHECK(S)				2 CHECK(S)				0 CHECK(S)				0 CHECK(S)				2 CHECK(S)			
0.00				597.04				0.00				0.00				597.04			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
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0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00				0.00				0.00				0.00				0.00			
0.00																			

EMPLOYEE: 0294 NAME: Lucero, Olivia R														
1ST - QUARTER TOTALS			2ND - QUARTER TOTALS			3RD - QUARTER TOTALS			4TH - QUARTER TOTALS			** TOTAL **		
0 CHECK(S)			2 CHECK(S)			0 CHECK(S)			0 CHECK(S)			2 CHECK(S)		
0.00			1449.47			0.00			0.00			1449.47		
NBR CHECKS -			HOURS			AMOUNT			HOURS			AMOUNT		
0.00			0.00			0.00			0.00			1672.77		
GROSS			107.92			1672.77			0.00			1672.77		
HRLY-PT -			0.00			0.00			0.00			107.92		
0.00			0.00			0.00			0.00			1672.77		
DEDUCTIONS			EMPLOYER			DEDUCT			EMPLOYER			DEDUCT		
TAXABLE			TAX			TAXABLE			TAX			TAXABLE		
0.00			1672.77			60.73			0.00			1672.77		
FEDERAL W/H-			0.00			34.60			0.00			60.73		
STATE W/H -			1672.77			103.71			0.00			34.60		
FICA -			1672.77			24.26			0.00			103.71		
MEDICARE -			0.00			0.00			0.00			24.26		
EIC CREDIT -			0.00			0.00			0.00			0.00		

EMPLOYEE: 0346 NAME: McMurtrey, Nathan B

1ST - QUARTER TOTALS		2ND - QUARTER TOTALS		3RD - QUARTER TOTALS		4TH - QUARTER TOTALS		** TOTAL **	
NBR CHECKS	-	0 CHECK(S)	0.00	6 CHECK(S)	443.77	0 CHECK(S)	0.00	0 CHECK(S)	443.77
NET	-								
EARNINGS		HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
GROSS	-	0.00	0.00	504.84	0.00	0.00	0.00	504.84	0.00
HOURLY	-	0.00	0.00	504.84	0.00	0.00	0.00	504.84	0.00
DEDUCTIONS		EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT
TAXES		TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX
FEDERAL W/H	-	0.00	0.00	504.84	14.25	0.00	0.00	504.84	14.25
STATE W/H	-	0.00	0.00	504.84	8.20	0.00	0.00	504.84	8.20
FICA	-	0.00	0.00	504.84	31.30	0.00	0.00	504.84	31.30
MEDICARE	-	0.00	0.00	504.84	7.32	0.00	0.00	504.84	7.32
EIC CREDIT	-	0.00	0.00		0.00	0.00	0.00		0.00

EMPLOYEE: 0347 NAME: Montoya, Eva M														
1ST - QUARTER TOTALS			2ND - QUARTER TOTALS			3RD - QUARTER TOTALS			4TH - QUARTER TOTALS			** TOTAL **		
0 CHECK(S)			5 CHECK(S)			0 CHECK(S)			0 CHECK(S)			5 CHECK(S)		
0.00			108.05			0.00			0.00			108.05		
NBR CHECKS -			HOURS			AMOUNT			HOURS			AMOUNT		
0.00			0.00			0.00			0.00			0.00		
NET -			0.00			117.00			0.00			117.00		
EARNINGS			HOURS			AMOUNT			HOURS			AMOUNT		
0.00			0.00			117.00			0.00			117.00		
GROSS -			0.00			117.00			0.00			117.00		
HOURLY -			0.00			9.75			0.00			9.75		
DEDUCTIONS			EMPLOYER			DEDUCT			EMPLOYER			DEDUCT		
TAXES*			TAXABLE			TAX			TAXABLE			TAX		
FEDERAL W/H-			0.00			0.00			0.00			0.00		
STATE W/H -			0.00			0.00			0.00			0.00		
FICA -			0.00			7.25			0.00			7.25		
MEDICARE -			0.00			1.70			0.00			1.70		
EIC CREDIT -			0.00			0.00			0.00			0.00		

EMPLOYEE: 0343 NAME: Norman, Terra L														
1ST - QUARTER TOTALS			2ND - QUARTER TOTALS			3RD - QUARTER TOTALS			4TH - QUARTER TOTALS			** TOTAL **		
0 CHECK(S)			2 CHECK(S)			0 CHECK(S)			0 CHECK(S)			2 CHECK(S)		
0.00			598.01			0.00			0.00			598.01		
NBR CHECKS -			HOURS			AMOUNT			HOURS			AMOUNT		
0.00			0.00			0.00			0.00			0.00		
EARNINGS			HOURS			AMOUNT			HOURS			AMOUNT		
0.00			0.00			700.44			0.00			700.44		
GROSS			0.00			0.00			0.00			0.00		
HOURLY			0.00			58.37			0.00			58.37		
DEDUCTIONS			EMPLOYER			DEDUCT			EMPLOYER			DEDUCT		
TAXES*			TAXABLE			TAX			TAXABLE			TAX		
FEDERAL W/H-			0.00			0.00			0.00			0.00		
STATE W/H			0.00			0.00			0.00			0.00		
FICA			0.00			0.00			0.00			0.00		
MEDICARE			0.00			0.00			0.00			0.00		
EIC CREDIT			0.00			0.00			0.00			0.00		

EMPLOYEE: 0292 NAME: Satterfield, Madison L									
1ST - QUARTER TOTALS		2ND - QUARTER TOTALS		3RD - QUARTER TOTALS		4TH - QUARTER TOTALS		** TOTAL **	
NBR CHECKS -	0 CHECK(S)	0 CHECK(S)	2 CHECK(S)	0 CHECK(S)	0 CHECK(S)	0 CHECK(S)	0 CHECK(S)	2 CHECK(S)	2 CHECK(S)
NET	0.00	1330.49	1330.49	0.00	0.00	0.00	0.00	1330.49	1330.49
EARNINGS		HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
GROSS		0.00	1527.53	0.00	0.00	0.00	0.00	98.55	1527.53
HRLY-PT		0.00	1527.53	0.00	0.00	0.00	0.00	98.55	1527.53
DEDUCTIONS		EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT
TAXES		TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX
FEDERAL W/H		0.00	0.00	1527.53	49.54	0.00	0.00	1527.53	49.54
STATE W/H		0.00	0.00	1527.53	30.65	0.00	0.00	1527.53	30.65
FICA		0.00	0.00	1527.53	94.70	0.00	0.00	1527.53	94.70
MEDICARE		0.00	0.00	1527.53	22.15	0.00	0.00	1527.53	22.15
EIC CREDIT		0.00	0.00	1527.53	0.00	0.00	0.00	1527.53	0.00

PAYROLL NO#: 01 - Town of Edgewood

PAYROLL NO#

DATE: 5/01/2023 THRU 6/30/2023

PAGE: 16

PAYROLL NO#: 01 - Town of Edgewood

PAYROLL NO#

DATE: 5/01/2023 THRU 6/30/2023

PAGE: 16

7/25/2023 2:16 PM

PAYROLL NO#: 01 - Town of Edgewood

PAYROLL NO#

DATE: 5/01/2023 THRU 6/30/2023

PAGE: 16

7/25/2023 2:16 PM

PAYROLL NO#: 01 - Town of Edgewood

PAYROLL NO#

DATE: 5/01/2023 THRU 6/30/2023

PAGE: 16

7/25/2023 2:16 PM

PAYROLL NO#: 01 - Town of Edgewood

PAYROLL NO#

DATE: 5/01/2023 THRU 6/30/2023

PAGE: 16

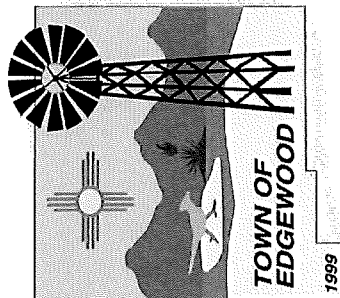
7/25/2023 2:16 PM

PAYROLL NO#: 01 - Town of Edgewood

PAYROLL NO#

DATE: 5/01/2023 THRU 6/30/2023

PAGE: 16



Summer 2023 Program Wages and Employer Tax Portion

Officer	Hours	Rate	Gross	FICA	Medicare	Total
Brown, Nick	36	28.8	1036.8	75.24	21.96	
Byrd, Angie	6	28.8	172.8	11.4	0.54	
Easterling, Loretta	12	31	372	24.52	5.74	
Lovato, David	36	40	1440	92.95	21.75	
Meyer, Helena	36	20	720	43.42	10.15	
Page, Robert	16	28.8	460.8	27.86	6.51	
Salazar, Dean	6	31	186	11.81	2.76	
Urbina, Saul	29	35.86	1039.94	75.6	17.69	
			\$ 5,428.34	362.8	87.1	\$ 5,878.24

FW: Jr Police Academy

DL David Lovato
To: Holly Narney

① You replied to this message on 7/25/2023 4:29 PM.

[Untitled; 2023072516181660.pdf]
97 KB

⏮ Reply ⏭ Reply All → Forward
Tue 7/25/2023 4:14 PM

David Lovato
Lieutenant
Edgewood Police Department
#23 East Frontage Road
505-381-5717

From: David Lovato
Sent: Tuesday, July 25, 2023 4:13 PM
To: David Lovato
Subject: RE: Jr Police Academy

The Jr Police Academy was from 9AM to 3PM on June 13th -15th and again on June 20th-22nd. For a total of 36 hours that we had both groups of kids. Officers/Staff that participated were Myself, Nick Brown, Robert Page, Saul Urbina, Dean Salazar, Loretta Easterling, Angela Byrd, and Helena Meyer. Attached is the sign up sheet and the Hours that Officers worked, if there are no hours next to the name then that Officer worked the full 8k hours. Nick Brown, Helena Meyer and Myself all worked basically the entire program but during our regularly scheduled work weeks.

David Lovato
Lieutenant
Edgewood Police Department
#23 East Frontage Road
505-381-5717



Edgewood Police Department
P.O. Box 3610
Edgewood, NM 87015
ph. 505.281.5717
fax. 505.281.3869



Roger Jimenez
Chief of Police

To: Sworn Personnel
From: Lt. David Lovato *DL*
Date: 06/08/2023
Subject: Jr. Police Academy

Overtime is available for the following dates and 9AM-3PM for full days or partial increments

June 20th Page 9-3
June 20th EASTLING 9-3
June 20th LIBBARD
June 21st LIBBARD 10-3
June 21st Page 9-3
June 21st Salazar 9-3
June 22nd Page 9-1
June 22nd _____

This overtime is for the JR. Police Academy. Officers will assist in training with the JR. Police Academy. Majority of the training will be done at Town hall or Venus Park.



Edgewood Police Department
P.O. Box 3610
Edgewood, NM 87015
ph. 505.281.5717
fax. 505.281.3869



Roger Jimenez
Chief of Police

To: Sworn Personnel
From: Lt. David Lovato *D.L.*
Date: 06/08/2023
Subject: Jr. Police Academy

Overtime is available for the following dates and 9AM-3PM for full days or partial increments

June 13th *Page 11-1*
June 13th *LUBINA*
June 13th
June 14th *SURBINA*
June 14th *J.*
June 14th
June 15th *SURBINA*
June 15th *A. Byrd 9-3*
June 15th *EASTERLING 9-3*

This overtime is for the JR. Police Academy. Officers will assist in training with the JR. Police Academy. Majority of the training will be done at Town hall or Venus Park.

PAYROLL NO#: 01 - Town of Edgewood

SORTED BY DEPARTMENT

EMPLOYEE: 0240 NAME: Brown, Nicholas R

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
0 CHECK(S)				1 CHECK(S)				0 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
0.00				4113.63				0.00				0.00				4113.63			
NBR CHECKS				1				0				0				1			
NET				4113.63				0.00				0.00				4113.63			
EARNINGS				AMOUNT				AMOUNT				AMOUNT				AMOUNT			
GROSS				0.00				4766.40				0.00				4766.40			
HOLIP				0.00				345.60				0.00				345.60			
HOURLY				0.00				1958.40				0.00				1958.40			
Non Pension				0.00				345.60				0.00				345.60			
HRLY - OT				0.00				2116.80				0.00				2116.80			
DEDUCTIONS				EMPLOYER				DEDUCT				EMPLOYER				DEDUCT			
DENTAL-DELT				0.00				6.02				0.00				6.02			
HEALTH-PRES				0.00				0.00				0.00				0.00			
NMRHCE				0.00				28.80				0.00				28.80			
PERA POLICE				0.00				252.98				0.00				252.98			
SUTA				0.00				0.00				0.00				0.00			
VISION				0.00				0.87				0.00				0.87			
VOYA				0.00				0.00				0.00				0.00			
TAXES				TAXABLE				TAX				TAXABLE				TAX			
FEDERAL W/H				0.00				0.00				0.00				0.00			
STATE W/H				0.00				0.00				0.00				0.00			
FICA				0.00				295.09				0.00				295.09			
MEDICARE				0.00				69.01				0.00				69.01			
EIC CREDIT				0.00				0.00				0.00				0.00			

EMPLOYEE: 0323 NAME: Byrd-Stevenson, Angela R

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
NBR CHECKS -				1 CHECK(S)				0 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
NET -				0.00				2421.63				0.00				2421.63			
EARNINGS				HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
GROSS				0.00	0.00	12.00	3816.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	3816.00	0.00	0.00
HOLIP				0.00	0.00	0.00	345.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	345.60	0.00	0.00
HOURLY				0.00	0.00	68.00	1958.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68.00	1958.40	0.00	0.00
Non Pension				0.00	0.00	12.00	345.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	345.60	0.00	0.00
HRLY - OT				0.00	0.00	20.50	885.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.50	885.60	0.00	0.00
PD HOLIDAY				0.00	0.00	6.50	280.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.50	280.80	0.00	0.00
DEDUCTIONS				EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT
DENTAL-DELT				0.00	0.00	35.84	8.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.84	8.96	0.00	0.00
HEALTH-PRES				0.00	0.00	642.08	160.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	642.08	160.52	0.00	0.00
NMRHCE				0.00	0.00	57.60	28.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57.60	28.80	0.00	0.00
PERA POLICE				0.00	0.00	621.39	252.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	621.39	252.98	0.00	0.00
SUTA				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TAXES				TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX
FEDERAL W/H				0.00	0.00	3393.54	521.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3393.54	521.68	0.00	0.00
STATE W/H				0.00	0.00	3393.54	142.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3393.54	142.48	0.00	0.00
FICA				0.00	0.00	3646.52	226.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3646.52	226.08	0.00	0.00
MEDICARE				0.00	0.00	3646.52	52.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3646.52	52.87	0.00	0.00
EIC CREDIT				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

EMPLOYEE: 0260 NAME: Easterling, Loretta A

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
NBR CHECKS -				1 CHECK(S)				1 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
NET -				0.00				2382.37				0.00				2382.37			
EARNINGS				HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
GROSS	-	-	-	0.00	0.00	12.00	3633.25	0.00	0.00	0.00	0.00	0.00	0.00	12.00	3633.25	0.00	0.00	12.00	3633.25
HOLIP	-	-	-	0.00	0.00	0.00	372.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	372.00	0.00	0.00	0.00	372.00
HOURLY	-	-	-	0.00	0.00	68.00	2108.00	0.00	0.00	0.00	0.00	0.00	0.00	68.00	2108.00	0.00	0.00	68.00	2108.00
Non Pension	-	-	-	0.00	0.00	12.00	372.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	372.00	0.00	0.00	12.00	372.00
HRLY - OT	-	-	-	0.00	0.00	4.50	209.25	0.00	0.00	0.00	0.00	0.00	0.00	4.50	209.25	0.00	0.00	4.50	209.25
PD HOLIDAY	-	-	-	0.00	0.00	12.00	558.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	558.00	0.00	0.00	12.00	558.00
GYM BENE	-	-	-	0.00	0.00	0.00	14.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.00	0.00	0.00	0.00	14.00
DEDUCTIONS				EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT
DENTAL-DELT	-	-	-	0.00	0.00	11.91	2.98	0.00	0.00	0.00	0.00	0.00	0.00	11.91	2.98	0.00	0.00	11.91	2.98
HEALTH-PRES	-	-	-	0.00	0.00	218.66	54.66	0.00	0.00	0.00	0.00	0.00	0.00	218.66	54.66	0.00	0.00	218.66	54.66
NMRHCE	-	-	-	0.00	0.00	62.00	31.00	0.00	0.00	0.00	0.00	0.00	0.00	62.00	31.00	0.00	0.00	62.00	31.00
PERA POLICE	-	-	-	0.00	0.00	668.86	272.30	0.00	0.00	0.00	0.00	0.00	0.00	668.86	272.30	0.00	0.00	668.86	272.30
SUTA	-	-	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VISION	-	-	-	0.00	0.00	1.74	0.44	0.00	0.00	0.00	0.00	0.00	0.00	1.74	0.44	0.00	0.00	1.74	0.44
TAXES				TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX
FEDERAL W/H	-	-	-	0.00	0.00	3302.87	453.96	0.00	0.00	0.00	0.00	0.00	0.00	3302.87	453.96	0.00	0.00	3302.87	453.96
STATE W/H	-	-	-	0.00	0.00	3302.87	148.04	0.00	0.00	0.00	0.00	0.00	0.00	3302.87	148.04	0.00	0.00	3302.87	148.04
FICA	-	-	-	0.00	0.00	3575.17	221.66	0.00	0.00	0.00	0.00	0.00	0.00	3575.17	221.66	0.00	0.00	3575.17	221.66
MEDICARE	-	-	-	0.00	0.00	3575.17	51.84	0.00	0.00	0.00	0.00	0.00	0.00	3575.17	51.84	0.00	0.00	3575.17	51.84
EIC CREDIT	-	-	-	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00

EMPLOYEE: 0193 NAME: Lovato, Gilbert D

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
NBR CHECKS -				1 CHECK(S)				0 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
NET				0.00				2336.33				0.00				2336.33			
EARNINGS				HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
GROSS				0.00	0.00	0.00	3440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3440.00	10.00	400.00	10.00	400.00
HOLIP				0.00	0.00	0.00	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	0.00	0.00	0.00
HOURLY				0.00	0.00	0.00	2740.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2740.00	68.50	2740.00	68.50	2740.00
LOYAL PAY				0.00	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00
DEDUCTIONS				EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT
DENTAL-DELT				0.00	0.00	0.00	8.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.96	35.84	160.52	35.84	160.52
HEALTH-PRES				0.00	0.00	0.00	160.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	160.52	642.08	43.00	642.08	43.00
NMRHCE				0.00	0.00	0.00	43.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43.00	86.00	377.71	86.00	377.71
PERA POLICE				0.00	0.00	0.00	377.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	377.71	927.77	0.00	927.77	0.00
SUTA				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VISION				0.00	0.00	0.00	0.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.87	3.50	0.00	3.50	0.00
TAXES				TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX
FEDERAL W/H				0.00	0.00	0.00	162.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162.57	2891.94	99.91	2891.94	99.91
STATE W/H				0.00	0.00	0.00	99.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.91	2891.94	202.72	2891.94	202.72
FICA				0.00	0.00	0.00	202.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	202.72	3269.65	47.41	3269.65	47.41
MEDICARE				0.00	0.00	0.00	47.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47.41	3269.65	0.00	3269.65	0.00
EIC CREDIT				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

EMPLOYEE: 0317 NAME: Meyer, Helena M

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
NBR CHECKS -				0 CHECK(S)				1 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
NET -				0.00				1082.17				0.00				1082.17			
EARNINGS				HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
GROSS				0.00	0.00	8.00	1614.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00	1614.00	0.00	0.00	8.00	1614.00
HOLIP				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HOURLY				0.00	0.00	56.00	1120.00	0.00	0.00	0.00	0.00	0.00	0.00	56.00	1120.00	0.00	0.00	56.00	1120.00
SICK				0.00	0.00	2.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	40.00	0.00	0.00	2.00	40.00
VACATION				0.00	0.00	14.00	280.00	0.00	0.00	0.00	0.00	0.00	0.00	14.00	280.00	0.00	0.00	14.00	280.00
GYM BENE				0.00	0.00	0.00	14.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.00
DEDUCTIONS				EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT
DENTAL-DELT-				0.00	0.00	11.91	2.98	0.00	0.00	0.00	0.00	0.00	0.00	11.91	2.98	0.00	0.00	11.91	2.98
HEALTH-PRES-				0.00	0.00	218.66	54.66	0.00	0.00	0.00	0.00	0.00	0.00	218.66	54.66	0.00	0.00	218.66	54.66
NMRCA				0.00	0.00	32.00	16.00	0.00	0.00	0.00	0.00	0.00	0.00	32.00	16.00	0.00	0.00	32.00	16.00
PERA				0.00	0.00	200.48	142.72	0.00	0.00	0.00	0.00	0.00	0.00	200.48	142.72	0.00	0.00	200.48	142.72
SUTA				0.00	0.00	5.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.14	0.00	0.00	0.00	5.14	0.00
TAXES				TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX
FEDERAL W/H-				0.00	0.00	1413.64	136.94	0.00	0.00	0.00	0.00	0.00	0.00	1413.64	136.94	0.00	0.00	1413.64	136.94
STATE W/H				0.00	0.00	1413.64	45.47	0.00	0.00	0.00	0.00	0.00	0.00	1413.64	45.47	0.00	0.00	1413.64	45.47
FICA				0.00	0.00	1556.36	96.49	0.00	0.00	0.00	0.00	0.00	0.00	1556.36	96.49	0.00	0.00	1556.36	96.49
MEDICARE				0.00	0.00	1556.36	22.57	0.00	0.00	0.00	0.00	0.00	0.00	1556.36	22.57	0.00	0.00	1556.36	22.57
EIC CREDIT				0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00

EMPLOYEE: 0334 NAME: Page, Robert J

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
0 CHECK(S)				1 CHECK(S)				0 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
0.00				1359.70				0.00				0.00				1359.70			
NBR CHECKS -				1				0				0				1			
NET				1359.70				0.00				0.00				1359.70			
EARNINGS				AMOUNT				AMOUNT				AMOUNT				AMOUNT			
GROSS				0.00				2304.00				0.00				2304.00			
HOURLY				0.00				2016.00				0.00				2016.00			
VACATION				0.00				288.00				0.00				288.00			
DEDUCTIONS				EMPLOYER				EMPLOYER				EMPLOYER				EMPLOYER			
DENTAL-DEBIT				0.00				0.00				0.00				0.00			
HEALTH-PRES				0.00				218.66				0.00				218.66			
NMRHCE				0.00				57.60				0.00				57.60			
PERA POLICE				0.00				621.39				0.00				621.39			
SUTA				0.00				7.41				0.00				7.41			
TAXES				TAXABLE				TAXABLE				TAXABLE				TAXABLE			
FEDERAL W/H				0.00				327.26				0.00				327.26			
STATE W/H				0.00				105.78				0.00				105.78			
FICA				0.00				139.27				0.00				139.27			
MEDICARE				0.00				32.57				0.00				32.57			
EIC CREDIT				0.00				0.00				0.00				0.00			

EMPLOYEE: 0259 NAME: Salazar, Dean J

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
NBR CHECKS -				0 CHECK(S)				1 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
NET				0.00				2132.34				0.00				2132.34			
EARNINGS				HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT		
GROSS				0.00	0.00	12.00	3038.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	3038.00	0.00	0.00		
HOLIP				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
HOURLY				0.00	0.00	54.50	1689.50	0.00	0.00	0.00	0.00	0.00	0.00	54.50	1689.50	0.00	0.00		
PD HOLIDAY				0.00	0.00	12.00	558.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	558.00	0.00	0.00		
VACATION				0.00	0.00	13.50	418.50	0.00	0.00	0.00	0.00	0.00	0.00	13.50	418.50	0.00	0.00		
DEDUCTIONS				EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT		
DENTAL-DELT				0.00	0.00	24.10	6.02	0.00	0.00	0.00	0.00	0.00	0.00	24.10	6.02	0.00	0.00		
HEALTH-PRES-				0.00	0.00	444.90	111.22	0.00	0.00	0.00	0.00	0.00	0.00	444.90	111.22	0.00	0.00		
NMRHCE				0.00	0.00	62.00	31.00	0.00	0.00	0.00	0.00	0.00	0.00	62.00	31.00	0.00	0.00		
PERA POLICE-				0.00	0.00	668.86	272.30	0.00	0.00	0.00	0.00	0.00	0.00	668.86	272.30	0.00	0.00		
SUTA				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
VISION				0.00	0.00	3.50	0.87	0.00	0.00	0.00	0.00	0.00	0.00	3.50	0.87	0.00	0.00		
TAXES				TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX		
FEDERAL W/H-				0.00	0.00	2647.59	172.94	0.00	0.00	0.00	0.00	0.00	0.00	2647.59	172.94	0.00	0.00		
STATE W/H				0.00	0.00	2647.59	87.94	0.00	0.00	0.00	0.00	0.00	0.00	2647.59	87.94	0.00	0.00		
FICA				0.00	0.00	2919.89	181.03	0.00	0.00	0.00	0.00	0.00	0.00	2919.89	181.03	0.00	0.00		
MEDICARE				0.00	0.00	2919.89	42.34	0.00	0.00	0.00	0.00	0.00	0.00	2919.89	42.34	0.00	0.00		
EIC CREDIT				0.00	0.00		0.00		0.00		0.00		0.00		0.00		0.00		

EMPLOYEE: 0213 NAME: Urbina, Saul

1ST - QUARTER TOTALS				2ND - QUARTER TOTALS				3RD - QUARTER TOTALS				4TH - QUARTER TOTALS				** TOTAL **			
NBR CHECKS -				0 CHECK(S)				1 CHECK(S)				0 CHECK(S)				1 CHECK(S)			
NET -				0.00				3198.42				0.00				3198.42			
EARNINGS				HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
GROSS				0.00	0.00	12.00	5313.19	0.00	0.00	0.00	0.00	0.00	0.00	12.00	5313.19	0.00	0.00	12.00	5313.19
HOLIP				0.00	0.00	0.00	430.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	430.32	0.00	0.00	0.00	430.32
HOURLY				0.00	0.00	68.00	2438.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2438.48	0.00	0.00	0.00	2438.48
Non Pension				0.00	0.00	12.00	430.32	0.00	0.00	0.00	0.00	0.00	0.00	12.00	430.32	0.00	0.00	12.00	430.32
HRLY - OT				0.00	0.00	29.00	1559.91	0.00	0.00	0.00	0.00	0.00	0.00	29.00	1559.91	0.00	0.00	29.00	1559.91
PD HOLIDAY				0.00	0.00	4.00	215.16	0.00	0.00	0.00	0.00	0.00	0.00	4.00	215.16	0.00	0.00	4.00	215.16
LOYAL PAY				0.00	0.00	0.00	225.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	0.00	0.00	0.00	225.00
GYM BENE				0.00	0.00	0.00	14.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.00	0.00	0.00	0.00	14.00
DEDUCTIONS				EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT	EMPLOYER	DEDUCT
DELTADP				0.00	0.00	12.19	3.04	0.00	0.00	0.00	0.00	0.00	0.00	12.19	3.04	0.00	0.00	12.19	3.04
DENTAL-DELT				0.00	0.00	11.91	2.98	0.00	0.00	0.00	0.00	0.00	0.00	11.91	2.98	0.00	0.00	11.91	2.98
HEALTH-PRES				0.00	0.00	218.66	54.66	0.00	0.00	0.00	0.00	0.00	0.00	218.66	54.66	0.00	0.00	218.66	54.66
NMRHCE				0.00	0.00	77.35	38.67	0.00	0.00	0.00	0.00	0.00	0.00	77.35	38.67	0.00	0.00	77.35	38.67
PERA POLICE				0.00	0.00	834.40	339.70	0.00	0.00	0.00	0.00	0.00	0.00	834.40	339.70	0.00	0.00	834.40	339.70
PRESDDPC				0.00	0.00	226.24	172.67	0.00	0.00	0.00	0.00	0.00	0.00	226.24	172.67	0.00	0.00	226.24	172.67
REF TO GL				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUTA				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VISION				0.00	0.00	1.74	0.44	0.00	0.00	0.00	0.00	0.00	0.00	1.74	0.44	0.00	0.00	1.74	0.44
VISIONDP				0.00	0.00	1.76	0.43	0.00	0.00	0.00	0.00	0.00	0.00	1.76	0.43	0.00	0.00	1.76	0.43
VOYA				0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00
TAXES				TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX	TAXABLE	TAX
FEDERAL W/H				0.00	0.00	4815.41	774.01	0.00	0.00	0.00	0.00	0.00	0.00	4815.41	774.01	0.00	0.00	4815.41	774.01
STATE W/H				0.00	0.00	4815.41	212.15	0.00	0.00	0.00	0.00	0.00	0.00	4815.41	212.15	0.00	0.00	4815.41	212.15
FICA				0.00	0.00	5255.11	325.82	0.00	0.00	0.00	0.00	0.00	0.00	5255.11	325.82	0.00	0.00	5255.11	325.82
MEDICARE				0.00	0.00	5255.11	76.20	0.00	0.00	0.00	0.00	0.00	0.00	5255.11	76.20	0.00	0.00	5255.11	76.20
EIC CREDIT				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



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Holly Massey
TOWN OF EDGEWOOD
PO BOX 3610
EDGEWOOD, NM 87015

Credit Account #
603159

Purchase Details		Purchase Location	
Invoice Date	06/13/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	605637162		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0249035932	ALL AMERICAN FULL SUB, PA	\$6.67	1.00	\$6.67
0357977920	TF CHICKEN CHEF BWL	\$3.47	3.00	\$10.41
0050231586	GATORADE 51OZ POWDER - FR	\$10.78	3.00	\$32.34
0249035970	HAM & SWISS FULL SUB	\$6.67	2.00	\$13.34
0248307378	SUPREME SUPER SUB	\$7.47	2.00	\$14.94
0050231584	GATORADE 51OZ POWDER - LE	\$10.78	3.00	\$32.34
0261117939	MERCHANDISE	\$10.98	1.00	\$10.98
Sub Total:				\$121.02
Sales Tax:				\$0.00
Invoice Total:				\$121.02

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 EDGEWOOD, NM 87015

Credit Account #
 603159

Purchase Details		Purchase Location	
Invoice Date	06/13/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	605620346		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0050231585	GATORADE 51OZ POWDER - OR	\$10.78	1.00	\$10.78
0132251313	GREAT VALUE .5L WATER	\$5.36	2.00	\$10.72
0230374891	NV CRCHY OH/PB 48CT	\$10.96	3.00	\$32.88
0221224339	GV TANGY 50 CT FRUIT SMIL	\$8.26	2.00	\$16.52
0050231584	GATORADE 51OZ POWDER - LE	\$10.78	1.00	\$10.78
0148169151	41.6 OZ VARIETY PACK FRUI	\$7.44	3.00	\$22.32
0358225660	MERCHANDISE	\$2.33	18.00	\$41.94
0050231586	GATORADE 51OZ POWDER - FR	\$10.78	1.00	\$10.78
			Sub Total:	\$156.72
			Sales Tax:	\$0.00
			Invoice Total:	\$156.72

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EDGEWOOD, NM 87015

Credit Account #
603159

Purchase Details		Purchase Location	
Invoice Date	06/15/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	605943450		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0249035932	ALL AMERICAN FULL SUB, PA	\$6.67	2.00	\$13.34
0249035966	MARKETSIDe TURKEY & CHEDD	\$6.67	2.00	\$13.34
0249035929	ITALIAN HERO FULL SUB	\$6.67	2.00	\$13.34
0248307378	SUPREME SUPER SUB	\$7.47	1.00	\$7.47
0169770102	BUNCH O BALLOONS	\$8.48	5.00	\$42.40
0261119382	MERCHANDISE	\$14.98	1.00	\$14.98
			Sub Total:	\$104.87
			Sales Tax:	\$0.00
			Invoice Total:	\$104.87

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Credit Account #
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Purchase Details		Purchase Location	
Invoice Date	06/02/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	604427085		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0079449868	BAND AID BRAND FLEX FABRI	\$8.12	1.00	\$8.12
0238865145	MERCHANDISE	\$4.93	1.00	\$4.93
0359821058	MERCHANDISE	\$2.98	4.00	\$11.92
0237493502	MERCHANDISE	\$4.93	1.00	\$4.93
0350083205	MERCHANDISE	\$2.97	1.00	\$2.97
0350083213	MERCHANDISE	\$2.97	1.00	\$2.97
0259432506	EQ NITRILE GLV, 50CT	\$8.47	1.00	\$8.47
0354171721	MERCHANDISE	\$2.53	1.00	\$2.53
0048166205	GV 4 LB GRANULATED SUGAR	\$2.94	1.00	\$2.94
0354268721	HELLO HOBBY BEAD TUB RAIN	\$6.12	2.00	\$12.24
0354732330	HELLO HOBBY BEAD TUB WOOD	\$6.12	2.00	\$12.24
0354319790	EQUATE 72CT SIMPLY PURE W	\$2.27	2.00	\$4.54
0093941417	9X12 ASST CONSTRUCTION 12	\$5.52	2.00	\$11.04
0133575769	EQUATE 1ST AID KIT 85 PIE	\$6.98	3.00	\$20.94
0354171656	MERCHANDISE	\$2.53	1.00	\$2.53
0132251313	GREAT VALUE .5L WATER	\$5.36	2.00	\$10.72
0205306011	10CT BOLD BRIGHT MARKER	\$2.14	6.00	\$12.84
0180270055	NESTLE PURE LIFE 3 LITER	\$1.34	8.00	\$10.72
0139785100	MERCHANDISE	\$1.64	8.00	\$13.12

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SKU	Description	\$/Unit	Units	Total
0106737168	ORVILLE REDENBACHER'S BUT	\$4.68	2.00	\$9.36
0363760138	OTTER POPS 80CT 1.5 OZ BU	\$5.88	1.00	\$5.88
0174141275	GV FF PRTZL STICKS 16OZ	\$2.24	2.00	\$4.48
0261513647	MERCHANDISE	\$2.97	1.00	\$2.97
0352851100	MERCHANDISE	\$4.98	1.00	\$4.98
0184206591	MERCHANDISE	\$0.97	8.00	\$7.76
0350083204	MERCHANDISE	\$2.97	1.00	\$2.97
0207016386	10CT FINELINE MARKER	\$2.14	6.00	\$12.84
0350083207	MERCHANDISE	\$2.97	1.00	\$2.97
0237493503	MERCHANDISE	\$4.93	1.00	\$4.93
Sub Total:				\$219.85
Sales Tax:				\$0.00
Invoice Total:				\$219.85



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Holly Massey
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 EDGEWOOD, NM 87015

Credit Account #
 603159

Purchase Details		Purchase Location	
Invoice Date	06/15/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	605943450		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0249035932	ALL AMERICAN FULL SUB, PA	\$6.67	2.00	\$13.34
0249035966	MARKETSIDe TURKEY & CHEDD	\$6.67	2.00	\$13.34
0249035929	ITALIAN HERO FULL SUB	\$6.67	2.00	\$13.34
0248307378	SUPREME SUPER SUB	\$7.47	1.00	\$7.47
0169770102	BUNCH O BALLOONS	\$8.48	5.00	\$42.40
0261119382	MERCHANDISE	\$14.98	1.00	\$14.98
Sub Total:				\$104.87
Sales Tax:				\$0.00
Invoice Total:				\$104.87

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Credit Account #
603159

Purchase Details		Purchase Location	
Invoice Date	06/09/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	605275491		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0093390370	FREEZ PAK SML BTL	\$0.98	4.00	\$3.92
0097418879	SUNMAID RAISINS 12 OZ	\$2.96	2.00	\$5.92
0358484682	MERCHANDISE	\$5.98	1.00	\$5.98
0352740918	MERCHANDISE	\$6.58	2.00	\$13.16
0094704282	CELERY STICKS	\$2.98	2.00	\$5.96
0354242028	MERCHANDISE	\$2.98	2.00	\$5.96
0039218649	GREAT VALUE CREAMY PEANUT	\$3.98	1.00	\$3.98
Sub Total:				\$44.88
Sales Tax:				\$0.00
Invoice Total:				\$44.88

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Credit Account #
603159

Purchase Details		Purchase Location	
Invoice Date	06/22/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	606756348		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0169770102	BUNCH O BALLOONS	\$8.48	2.00	\$16.96
0358318360	SMALL BAG OF ICE	\$1.88	3.00	\$5.64
Sub Total:				\$22.60
Sales Tax:				\$1.37
Invoice Total:				\$23.97

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Holly Massey
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Credit Account #
603159

Purchase Details		Purchase Location	
Invoice Date	06/22/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	606786980		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0238865145	MERCHANDISE	\$4.93	1.00	\$4.93
0204911652	GREAT VALUE ICE POPS 6/20	\$2.48	2.00	\$4.96
0205622405	CHEEZIT ORIGINAL FAMILY S	\$4.98	2.00	\$9.96
0237493504	MERCHANDISE	\$4.93	1.00	\$4.93
0237493503	MERCHANDISE	\$4.93	1.00	\$4.93
0174141275	GV FF PRTZL STICKS 16OZ	\$2.24	2.00	\$4.48
0352851100	MERCHANDISE	\$4.98	1.00	\$4.98
			Sub Total:	\$39.17
			Sales Tax:	\$0.00
			Invoice Total:	\$39.17

Pay online at <https://www.WalmartCommunityCard.com>

For questions, or to report an unauthorized use claim, contact Walmart Community Card Customer Service at (877) 294-7548.



Capital One
PO BOX 60506
CITY OF INDUSTRY, CA
91716-0506



Holly Massey
TOWN OF EDGEWOOD
PO BOX 3610
EDGEWOOD, NM 87015

Credit Account #
603159

Purchase Details		Purchase Location	
Invoice Date	06/02/2023	Name	WM SUPERCENTER #4201 4201
Purchaser	CORPORATE CARD		EDGEWOOD NM
Type	Sale	Address	66 STATE ROAD #344
Authorization #	604426777		EDGEWOOD, NM 87015
Terms	Standard	Phone	(505) 286-3043

SKU	Description	\$/Unit	Units	Total
0236712697	MERCHANDISE	\$4.88	1.00	\$4.88
0249480145	LIBMAN NITTY GRITTY REFIL	\$6.68	1.00	\$6.68
0260551665	SS LHS PUMP AB CLEAN & PR	\$2.48	1.00	\$2.48
0358052951	48 CT SIDEWALK CHALK	\$3.97	4.00	\$15.88
0364361589	MERCHANDISE	\$18.24	1.00	\$18.24
0200030885	GV BAKING SODA 16 OZ	\$0.92	2.00	\$1.84
0090744095	MAINSTAYS NON-STICK MEDUI	\$4.94	6.00	\$29.64
0185994779	BRUSH	\$6.11	5.00	\$30.55
0201221742	GV 7" PRINTED PLATE	\$3.32	2.00	\$6.64
0251076438	MERCHANDISE	\$8.67	4.00	\$34.68
0105576823	BRIGHT CARDSTOCK 50 SH	\$5.27	4.00	\$21.08
0201221887	GV 5OZ BATH CUP 100CT	\$4.26	2.00	\$8.52
0205622405	CHEEZIT ORIGINAL FAMILY S	\$5.78	2.00	\$11.56
0096920618	72 CT 12" PLAIN ASSORTED	\$5.22	2.00	\$10.44
0036528527	KFT DLX SING WHITE	\$7.28	2.00	\$14.56
0176140184	16OZSPRAY BOTTLE	\$1.98	6.00	\$11.88
0126426011	BIC STNRY PNCL XSTRON	\$6.22	1.00	\$6.22
0201221762	GV 9" WHITE FLUTED PAPER	\$5.18	2.00	\$10.36
0350083206	MERCHANDISE	\$2.97	1.00	\$2.97

Pay online at <https://www.WalmartCommunityCard.com>

For questions, or to report an unauthorized use claim, contact Walmart Community Card Customer Service at (877) 294-7548.

SKU	Description	\$/Unit	Units	Total
0238092783	SS LHS PUMP AB SPARKLING	\$2.48	1.00	\$2.48
0063842346	GV EVERYDAY SPOONS 100 CT	\$4.78	2.00	\$9.56
0215299547	ASTROBRIGHTS PASTEL 5-COL	\$4.97	4.00	\$19.88
0350025551	DAWN UL ORIGINAL LIQ SOAP	\$5.84	2.00	\$11.68
0352590880	MERCHANDISE	\$9.97	5.00	\$49.85
0132197709	MAINSTAYS HEAVY DUTY MESH	\$3.84	2.00	\$7.68
0096920650	72 CT. 12" PLAIN ASSORTED	\$5.22	2.00	\$10.44
0249660147	MERCHANDISE	\$10.48	2.00	\$20.96
0132102771	GV PREMIUM ASSORTED CULTE	\$3.94	2.00	\$7.88
0068573649	DCK1.88"X55Y MASK GP 12DT	\$3.48	2.00	\$6.96
0358669936	BALL REGULAR HALF PINT JA	\$11.47	1.00	\$11.47
0134606480	CLOROX SCENTIVA PABC	\$4.88	1.00	\$4.88
0000612457	BALL WIDEMOUTH PINT JARS	\$13.97	1.00	\$13.97
0206405831	GREAT VALUE 13 GALLON UNS	\$6.88	1.00	\$6.88
0261080846	MERCHANDISE	\$9.97	1.00	\$9.97
0358052940	BLUESCAPE SMALL BEACH BAL	\$0.98	14.00	\$13.72
0217654971	PG RC 3PK JR. CANARY LEGA	\$2.76	2.00	\$5.52
0100374083	GREAT VALUE LUNCH BAG BRO	\$2.28	2.00	\$4.56
0092424398	EARLY CAL SLICED RIPE 6.5	\$3.94	2.00	\$7.88
0122293193	GREAT VALUE 21 OZ SLICED	\$7.97	1.00	\$7.97
0221415565	FIVE STAR STAND N STORE P	\$4.94	4.00	\$19.76
0201616178	GV 7" FOAM PLATE 50CT	\$2.42	2.00	\$4.84
0090674211	FW S/2 SS MINI TONGS W/SI	\$6.34	2.00	\$12.68
0102896177	SOFTSOAP LHS PUMP AB TEA	\$2.48	1.00	\$2.48
0063842344	GV EVERYDAY FORK 100 CT	\$4.78	2.00	\$9.56
0054274511	GREAT VALUE SANDWICH 100C	\$2.24	1.00	\$2.24
0094484792	GREAT VALUE RECLOSABLE FR	\$3.94	1.00	\$3.94
0254746882	MERCHANDISE	\$14.97	1.00	\$14.97
0101526647	DIXIE EVERYDAY 9" PAPER P	\$6.58	1.00	\$6.58
0072492907	GREAT VALUE 16OZ CLEAR PL	\$4.62	2.00	\$9.24
0124887349	SCOTCH MAGIC TAPE BOX 6PK	\$14.88	1.00	\$14.88
0360634399	MERCHANDISE	\$6.64	5.00	\$33.20
0099737573	THOMAS ENGLISH MUFFINS	\$3.48	6.00	\$20.88
0256974290	PD WATER BLASTER	\$1.24	16.00	\$19.84
0073176574	GREAT VALUE 8OZ FOAM CUP	\$1.72	4.00	\$6.88
0193449033	BOUNTY ESSENTIALS SAS 6DR	\$8.97	1.00	\$8.97
0095544755	8FT CENTERFOLD TABLE IN W	\$89.00	3.00	\$267.00
0198412727	GREAT VALUE FREEZER GALLO	\$2.54	1.00	\$2.54
0113069693	GREEN BELL PEPPER	\$0.78	2.00	\$1.56
0363720080	WHOLE WHITE MUSHROOMS 16O	\$3.78	1.00	\$3.78
0256373144	MERCHANDISE	\$5.57	1.00	\$5.57
0087385844	CONTADINA TOMATO SAUCE 29	\$1.98	2.00	\$3.96
0104701245	BRIGHT PAPER 100 SH	\$5.27	2.00	\$10.54
0358678327	BALL 8OZ QUILTED CRYSTAL	\$12.97	1.00	\$12.97
0363976615	GRT VLU WHITE VINEGAR	\$3.34	2.00	\$6.68
0221044090	AVERY 4X6 3/4" DOT LABELS	\$4.34	3.00	\$13.02
0350340142	PIONEER WOMAN BASTING SPO	\$5.97	3.00	\$17.91
0260788383	SS LHS PUMP WARM VNLA & C	\$2.48	1.00	\$2.48
0132102579	GREAT VALUE PREMIUM KNIFE	\$3.94	1.00	\$3.94

SKU	Description	\$/Unit	Units	Total
0176285114	PAPERMA TE INKJOY GEL .7MM	\$13.68	1.00	\$13.68
0121545982	GREAT VALUE FLEX STRAWS 1	\$0.98	2.00	\$1.96
0260798133	ATHLETIC WORKS 5PK INFLAT	\$2.88	3.00	\$8.64
0096920584	12" 60CT ASSORTED PEARL P	\$5.22	1.00	\$5.22
			Sub Total:	\$1,055.68
			Sales Tax:	\$0.00
			Invoice Total:	\$1,055.68

Yes Program
ad Trip



Explora!
1701 Mountain Road NW
Albuquerque, NM 87104
www.explora.us

Admissions Receipt

e: 1220033 School Sale
it: 6/28/23 eandrade
ted 6/28/23 11:20A EANDRADE

Y ITEM	BASE PRICE	DISC	YOUR PRICE	TAX
aperone Admission - 6/28/23 @ 12:00 PM				
2CHAP	48.00		48.00	0.00
ibit Exploration - 6/28/23 @ 12:00 PM				
EHV52	222.00		222.00	0.00
TE	PAYMENT		AMOUNT	
28/2023	Credit Card		\$270.00	
btal:			\$270.00	
x:			\$0.00	
tal Due:			\$270.00	
tal Paid:			\$270.00	
alance Remaining:			\$0.00	

408 YES Summer Program

Become a member today!

PURCHASE ORDER

AGENDA ITEM #IX.F.

TOWN OF EDGEWOOD

06/27/2023

ISSUED TO:

VEND #: 01-0582 REQ #22-938
Explora
1701 Mountain Rd NW
Albuquerque, NM 87104

ACCOUNT	PRICE	AMOUNT
-407-45900 Other Contractual Services	391.68	391.68

*** TOTAL *** 391.68

I HAVE VALIDATED THIS PURCHASE ORDER:
ORDERED BY : PARKS & REC

I CERTIFY THAT THERE IS SUFFICIENT MONEY AVAILABLE WITHIN NAME FUND
FOR THE PURPOSE OF THIS PURCHASE. I APPROVE PAYMENT:

APPROVED BY: BZA
ADMINISTRATOR

TOWN OF EDGEWOOD

06/07/2023

- 889

Silva Lanes
3010 Eubank Blvd NE
Albuquerque, NM 87111
(505)298-5583

06/07/2023
Terminal ID No.:

08:59:39
76212587

Credit Sale

Transaction #: 3
Card Type: Visa
Account: *****4209
Entry: Chip
Ref. Number: 315816666239
Global UID: 1851080743202306070859397462
Auth. Code: 007606

Batch #: 186
Response: APPROVAL 007606

Mode: Issuer
AID: A0000000031010
APPLAB: Visa Credit

Sub Tot: USD\$60.50

ISSUED TO:

VEND #: 01-0547 REQ #22-902
Silva Lanes
3010 Eubank NE Blvd
Albuquerque, NM 87111

G/L ACCOUNT

PRICE

AMOUNT

100-407-45900

Other Contractual Services

100.00

100.00

ADD TIPS

- ☐ 15% (Tips \$9.08, Total \$69.58)
☐ 18% (Tips \$10.89, Total \$71.39)
☐ 20% (Tips \$12.10, Total \$72.60)
☐ _____

CUSTOM TIPS TOTAL

CUSTOMER COPY

Thank You!

*** TOTAL ***

100.00

I HAVE VALIDATED THIS PURCHASE ORDER:

ORDERED BY : PARKS & REC

I CERTIFY THAT THERE IS SUFFICIENT MONEY AVAILABLE WITHIN NAME FUND
FOR THE PURPOSE OF THIS PURCHASE. I APPROVE PAYMENT:

APPROVED BY: _____

ADMINISTRATOR

Nina McCracken
 Thursday, June 15, 2023 11:36 AM
 Yes! Program; Holly Massey
 Accounts payable
 RE: Your Ticket Confirmation from HoldMyTicket.com

Thank you.

Nina R. McCracken

Town of Edgewood Clerk

From: Yes! Program <Yes@edgewood-nm.gov>
Sent: Thursday, June 15, 2023 9:31 AM
To: Nina McCracken <clerk@edgewood-nm.gov>; Holly Massey <hmassey@edgewood-nm.gov>
Subject: Fw: Your Ticket Confirmation from HoldMyTicket.com

Below is the receipt from YES! program's ABQ BioPark Aquarium field trip on June 14, 2023.

From: HoldMyTicket <donotreply@holdmyticket.com>
Sent: Wednesday, June 14, 2023 10:52 AM
To: Yes! Program <Yes@edgewood-nm.gov>
Subject: Your Ticket Confirmation from HoldMyTicket.com

Approved

Department: _____

Signature: _____

Date: _____

Administration: _____

DO NOT PRINT. THIS IS NOT A TICKET.

View Tickets

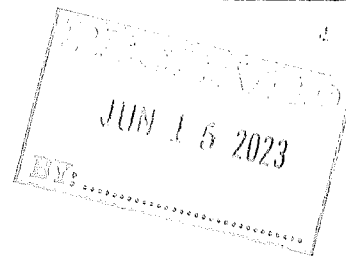
\$93.00 Paid

Thanks for using HoldMyTicket.

NINA R MCCRACKEN

#027-6548442690

June 14th 2023



TICKETS

ABQ BioPark Aquarium
 Albuquerque NM 87104

ABQ BioPark: Summer Youth Group Garden/Aquarium Visit
 Wednesday, Jun 14th 2023 — 9:00 am

25 Student - ages 3-18 - AQUARIUM/GARDEN FIELD TRIP

\$ 3.00

01-1019

VISUAL DREAMS

030940 06/30/23

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
6/29/2023	05292301	22-899	VISUAL DREAMS	22.80
6/29/2023	05292301-1	22-899	VISUAL DREAMS	621.02
	100-405-46013		Y-SMALL	22.80
	100-405-46013		Y-MED	68.40
	100-405-46013		Y-LARGE	159.60
	100-405-46013		Y-XL	45.60
	100-405-46013		A-SMALL	71.88
	100-405-46013		A-MED	95.84
	100-405-46013		A-LARGE	119.80
	100-405-46013		A-XL	59.90

VISUAL DREAMS
14 Feed Lot Road
Stanley, NM 87056

CHECK TOTAL 643.82



INVOICE #INV05292301 UNPAID



BILL TO

Town Of Edgewood Police Dept
PO Box 3610
Edgewood, NM 87015
United States

David Lovato
dlovato@pd.edgewood-nm.gov
+1 505-281-5717

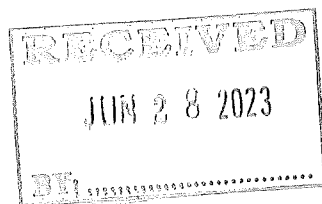
SHIP TO

Main Company Address
14 Feed Lot Road
Stanley, NM 87056
United States

Customer	Town of Edgewood
Customer ID	0vmm4o
Order Number	S005292301
Issue Date	28 May 2023
Payment Due	30 Jun 2023
PO Number	22-914

#	ITEM	QTY	PRICE	SUBTOTAL	TAX	TOTAL
JOB-1067 JR. POLICE ACADEMY SHIRTS						
1	Gildan - Youth 50/50 T-Shirt (G800B) - BLACK - S	2	11.40	22.80	0.00	22.80
2	Gildan - Youth 50/50 T-Shirt (G800B) - BLACK - M	6	11.40	68.40	0.00	68.40
3	Gildan - Youth 50/50 T-Shirt (G800B) - BLACK - L	14	11.40	159.60	0.00	159.60
4	Gildan - Youth 50/50 T-Shirt (G800B) - BLACK - XL	4	11.40	45.60	0.00	45.60
5	Gildan - Adult 50/50 T-Shirt (G800) - BLACK - S	6	11.98	71.88	0.00	71.88
6	Gildan - Adult 50/50 T-Shirt (G800) - BLACK - M	8	11.98	95.84	0.00	95.84
7	Gildan - Adult 50/50 T-Shirt (G800) - BLACK - L	10	11.98	119.80	0.00	119.80
8	Gildan - Adult 50/50 T-Shirt (G800) - BLACK - XL	5	11.98	59.90	0.00	59.90

NOTES



TOTAL UNITS	55
PRODUCT SUBTOTAL	643.82
SHIPPING CHARGE	0.00
TAX	0.00
GRAND TOTAL	\$ 643.82
AMOUNT PAID	\$ 0.00
BALANCE DUE	\$ 643.82

Approved
Department: _____
Signature: _____
Date: _____
Administration: _____

PAID
Date: 6-30-23
Check# 30940

TOWN OF EDGEWOOD

30942
AGENDA ITEM #IX.F.

01-2115 ZIA Graphics

030942 06/30/23

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
6/28/2023	65400	22-861	G/L DISTRIBUTION ZIA Graphics	1,265.52
			100-407-45900 men Tshirt	90.00
			100-407-45900 youth	770.00
			100-407-45900 Womans tshirt	187.50
			100-407-45900 material fee	4.00
			100-407-45900 3xl fee	3.00
			100-407-45900 rush fee	100.00
			100-407-45900 delivery fee	20.00
			100-407-45900 tax	91.02

ZIA Graphics
2730 carlisle Blvd NE
Albuquerque, NM 87110

CHECK TOTAL 1,265.52

14363175 QBB1-01/1301 BEST CHECKS • Phone: 1-800-521-9619 • www.bestchecks.com

PRINTED IN U.S.A.

CUSTOMER TOWN OF EDGEWOOD
Contact Name LENORA LUJAN
BILL TO: PO BOX 3610
EDGEWOOD, NM
87015
PHONE 505/286-4518
FAX
E-MAIL LELUJAN@EDGEWOOD-NM.GOV

Customer PO#
Date of Invoice 5/25/2023
Date Needed 06/02/2023 FIRM
In Hands Date 06/02/2023 FIRM
SHIP TO: KRISSY WILL
DELIVER
TO EDGEWOOD
Delivery PICK UP AT ZIA
Terms 50% DEPOSIT or PO

ITEM / PROCESS		QTY	UNIT	TOTAL
TSHIRT	Gildan® Ultra Cotton® 100% US Cotton T-Shirt SAFETY GREEN M-4, L-4, XL-4	12	\$7.50	\$90.00
YOUT TSHIRT	Gildan® Youth Ultra Cotton® 100% US Cotton T-Shirt SAFETY GREEN XS-10, S-20, M-30, L-30, XL-20	110	\$7.00	\$770.00
WOMENS TSHIRT	Gildan® Ladies Ultra Cotton® 100% US Cotton T-Shirt SAFETY GREEN S-4, M-8, L-8, XL-2, 2XL-2, 3XL-1	25	\$7.50	\$187.50
MATERIAL FEE	2XL + \$2.00		\$2.00	\$4.00
	3XL + \$3.00		\$3.00	\$3.00
				
RUSH FEE	LESS THAN 14 DAY LEAD TIME	1	\$100.00	\$100.00
DELIVERY FEE	DELIVERY TO CITY HALL IN EDGEWOOD	1	\$20.00	\$20.00

PAID
Date: 6-30-23
Check# 30949

Approved
Department:
Signature:
Date:
Administration:

REMARKS:

QUOTE PRICES ARE SUBJECT TO CHANGE AFTER 30 DAYS

This invoice & your acknowledgement confirms authorization to begin production. Any changes may affect your shipping/inhands date; additional charge may apply. Charges apply for cancelations made after orders have begun production, including but not limited to setup/art fees. We make every effort to fulfill/shipping orders to exact quantities. Since items are custom made, orders are subject to 5% overrun or under run; will be billed accordingly.

BUYER APPROVAL
DESIGN APPROVAL EMAIL ART FOR APPROVAL
PACKAGING
RECEIVED BY
SALESPERSON KRISSY

ART	NON-SURRENDER 1/2 CHARGE
TOOLING	NON-SURRENDER 1/2 CHARGE
	SHIPPING
CASH	SUB TOTAL \$1,174.50
CHECK	TAX \$91.02
CREDIT CARD	GRAND TOTAL \$1,265.52
	DEPOSIT
CHARGE ON ACCOUNT	BALANCE DUE \$1,265.52

Vendor Management - (View)

File Edit Options Help Chat



Vendor Set	01-TOWN OF EDGEWOOD	Name	SHI International Corp.
Vendor	1823	Status	Active

General Other Detail Checks Information Comments Purchase Orders

Bank	Date	Type	Check #	Amount	Status
AP	06/23/2023	Check	030864	\$5,457.32	Outstanding
AP	06/09/2023	Check	030805	~~\$4,554.46~~	Cleared
AP	06/08/2023	Check	030748	~~\$4,554.46~~	Voided
AP	03/29/2023	Check	030517	~~\$7,960.14~~	Posted
AP	03/13/2023	Check	030491	~~\$9,439.50~~	Posted
AP	01/12/2023	Check	030236	~~\$7,776.00~~	Posted
AP	01/12/2023	Check	030237	~~\$25,936.70~~	Posted
AP	08/10/2022	Check	029619	~~\$356.20~~	Posted
AP	07/13/2022	Check	029513	~~\$650.90~~	Posted
AP	06/27/2022	Check	029433	~~\$318.40~~	Posted
AP	04/12/2022	Check	029126	~~\$1,146.00~~	Posted
AP	03/02/2022	Check	028991	~~\$3,625.30~~	Posted
AP	01/26/2022	Check	028885	~~\$3,990.50~~	Posted
AP	12/09/2021	Check	028731	~~\$25,899.30~~	Posted
AP	11/08/2021	Check	028658	~~\$168.76~~	Posted
AP	07/12/2021	Check	028300	~~\$160.92~~	Posted
AP	05/25/2021	Check	028120	~~\$296.12~~	Posted
AP	05/25/2021	Check	028121	~~\$1,189.18~~	Posted
AP	05/13/2021	Check	028104	~~\$152.40~~	Posted

☐ Edit This Record

Clear

View | hmassev

 Payment (Drill Down) ✕

Vendor 1823 SHI International Corp.

Check

Number	30805	Payment	4,554.46
Date	06/09/2023	Discount	0.00
Status	R	Total	4,554.46

ID	Fund	Account	Description (Item)	Amount (Item)
16851886	100	402-46010	Lastpass	2,074.60
16857009	100	401-46020	computer	1,524.66
1687431	100	401-47140	Adobe Pro licences	636.80
1687431	100	407-47140	Adobe Pro License	318.40

Total 4,554.46

Return



Federal tax ID: 22-3009648
290 Davidson Ave.
Somerset, NJ 08873
Phone: 888-235-3871
Fax: 732-805-9669

Please remit payment to:
SHI International Corp
P.O. Box 952121
Dallas, TX 75395-2121
Wire information: Wells Fargo Bank
Wire R# 121000248
ACH R# 021200025
Account#2000037641964
SWIFT Code: WFBUS6S
For W-9 Form, www.shi.com/W9

Invoice No.

Invoice date
Customer number

AGENDA ITEM #IX.F.
B16857009

5/15/2023
1125220

Finance charge of 1.5% per month will be charged on
past due accounts - 18%/yr.
All returns require an RMA# supplied by your SHI
Sales team.

Bill To

Town of Edgewood
171-A State Rd. 344
PO Box 3610
Edgewood, NM 87015
USA

Ship To

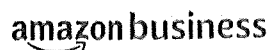
Town of Edgewood, NM - No PO Box
171 State Road 344
Apt A
Edgewood, NM 87015-6879
USA
22-782/Noah Miller

Ship Date	Salesperson	Purchase Order	Ship Via	FOB	Terms
5/15/2023	PSI - AZ State Gov	22-782	FEDEX GROUND	FOB DEST	NET 30

Item No. Mfg Part No.	Description	Qty Ordered	Qty Shipped	Unit Price	Extended Price
44808062 11JN006RUS Hardware Lenovo	Lenovo ThinkCentre M75q Gen 2 - tiny - Ryzen 5 Pro 5650GE 3. Hardware Hardware Contract number: Open Market Serial #: 1S11JN006RUSMJ0K221R Serial #: 1S11JN006RUSMJ0K304S	2	2	762.33	1,524.66

Quote: 23397402

Sales Balance	1,524.66
Freight	0.00
Recycling Fee	0.00
Sales Tax	0.00
Total	1,524.66
Currency	USD



Invoice
Invoice # 1F9X-43H1-7XY4 | June 02, 2023

For customer support, visit www.amazon.com/contact-us.

Invoice summary

Payment due by July 02, 2023

Item subtotal before tax	\$ 92.95
Shipping & handling	\$ 11.98
Promos & discounts	(\$ 5.99)
Total before tax	\$ 98.94
Tax	\$ 0.00
Amount due	\$ 98.94 USD

Pay by

Electronic funds transfer (EFT/ACH/Wire)

Account name Amazon Capital Services, Inc.
Bank name Wells Fargo Bank
ACH routing # (ABA) 121000248
Bank account # (DDA) 41630120932305962
SWIFT code (wire transfer) WFBUS6S

Check

Amazon Capital Services
PO Box 035184
Seattle, WA 98124-5184

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or
Email ar-businessinvoicing@amazon.com to submit your remittance detail.

Account # AOGKV27LWXX9G

Payment terms Net 30

Purchase date 31-May-2023

Purchased by Brandyn Burke

PO # 22-812

Registered business name

Town of Edgewood

Bill to

Town of Edgewood
Amelia Alderete
171-A State Highway 344
Edgewood, NM 87015

Ship to

Brandyn Burke
PO BOX 3610
171A STATE ROAD 344
EDGEWOOD, NM 87015-3610

Invoice details

Description	Qty	Unit price	Item subtotal before tax	Tax
1 250 Pieces 6 Size 304 Stainless Steel Spring Hooks, 20mm 25mm 28mm 30mm 32mm 40mm Metal Spring Hooks, Lanyard Snap Clip Hooks, Steel Rust-Proof Zipper ASIN: B08KDMSM61 Sold by: ShenzhenshiYanyiwangluokejiyouxiangongsi Order # 112-8945577-4349043	1	\$10.99	\$10.99	0.000%



Invoice# 72438753401

Date: 05/10/2023

Page#: 1

SOLD TO:
TOWN OF EDGEWOOD
PO BOX 3610
EDGEWOOD, NM 87015

SHIP TO:
TOWN OF EDGEWOOD
PO BOX 3610
EDGEWOOD, NM 870153610



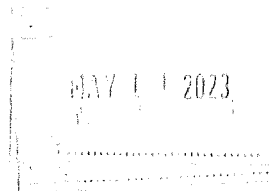
Purchase Order Number	Date Ordered 05/05/2023	Date Shipped 05/10/2023	Back Orders No	Terms NET 30
Service Representative	Number of Cartons 1	Weight 7.000	Shipped Via USPS	

Item Number	Order Qty	Ship Qty	Description	Unit Price	Est. Amount
48/8130	1	1	PASTEL JEWEL ASSORTMENT	11.99	11.99
13679803	1	1	ADHESIVE BACK GEOMETRIC JEWELS	11.99	11.99
13943794	1	1	CYO WOOD CAMP FRAME W/ MAGNETS	14.99	14.99
13834736	2	2	CYO WOOD SUMMER FRAMES W/	14.99	29.98
48/803	3	3	DIY WOOD SPRING WIND CHIMES	15.99	47.97
13950340	3	3	SPORTS ANIMALS MAGNET CK-12	7.49	22.47
13933785	3	3	"BEE MINE" CRAFT TUBE CK-12	9.99	29.97
13943796	3	3	SAFARI ANIMALS CUP CK-12	9.99	29.97
14345941	1	1	OTC.HELLOFRESH	0.00	0.00
14345938	1	1	OTC.DOORDASH	0.00	0.00
14313955	1	1	CY23 PICK ZONE MINI CATALOG 3	0.00	0.00
		1	SHIPPING CHARGE	19.99	19.99

Call to speak to a customer service representative: 800-228-0475

Merchandise	Shipping & Handling	Sales Tax	Total Amount	Certificate/Other	Payments	Balance Due
199.33	19.99	0.00	219.32	0.00	0.00	219.32

Approved
Department: Library
Signature: Bj Bh
Date: 5/17/23



See Important Sales Tax Information Regarding the Tax You May Owe Directly to Your State on the Reverse Hereof
PLEASE DETACH AND RETURN WITH REMITTANCE

** To Insure PROPER Payment to your ACCOUNT, Please Return the COUPON **

Name: TOWN OF EDGEWOOD

Due Date: 06/09/2023

Account: 44989395

Order#: 72438753401

Balance Due: 219.32

Amount Paid: \$ _____

Please Mail your payment to:
OTC Brands, Inc
PO Box 77119
Minneapolis, MN 55480



Please do not write below this line. Do not fold, staple, or paper clip this coupon

0044989395 72438753401 000000021932

Order Details

[Print Receipt](#)



Purchase Date: May 18, 2023

Order Number: BBY01-806763640604

Total: \$1,517.15

Payment Details



Hi Holly!

Before we can show you your full order details, we just need to make sure it's you.

[Sign In](#)

Delivery

Delivered on May 26, 2023

Delivery Address

[Sign In to View](#)

Cancel & Support Options

We're working on your order. At this point, we can't cancel it.

VIZIO - 70" Class V-Series 4K LED HDR Smart TV



Model: V705M-K03

SKU: 6510149

Quantity: 1

Item Total: \$648.36

Product Price: \$599.99

Sales Tax, Fees & Surcharges: \$48.37

No Longer Returnable

Return period ended Jun 10, 2023.

Product Support

This item has services and parts included. [Show item](#)

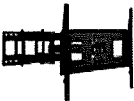
Shipment One

Delivered on May 19, 2023

Shipping Address

[Sign In to View](#)

Best Buy essentials™ - Full Motion TV Wall Mount for 47-84" TVs - Black



Model: BE-MLFM

SKU: 6451333

Quantity: 1

Item Total: \$58.34

Product Price: \$53.99

Sales Tax, Fees & Surcharges: \$4.35

No Longer Returnable

Return period ended Jun 3, 2023.

Product Support

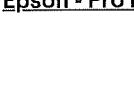
Shipment Two

Delivered on May 24, 2023

Shipping Address

[Sign In to View](#)

Epson - Pro EX7280 3LCD WXGA Projector with Built-in Speaker - White



Model: EX7280

SKU: 6451333

Quantity: 1

Item Total: \$1,517.15

Product Price: \$1,517.15

Sales Tax, Fees & Surcharges: \$0.00

No Longer Returnable

Return period ended Jun 8, 2023.

Product Support



Model: V11HA02020
SKU: 6457641
Quantity: 1

Item Total: \$756.43
Product Price: \$699.99
Sales Tax, Fees & Surcharges: \$56.44

Product Support

Shipment Three

Delivered on May 23, 2023

Shipping Address

[Sign In to View](#)

Kanto - Universal Projector Ceiling Mount - Black



Model: P101
SKU: 5279006
Quantity: 1

Item Total: \$54.02
Product Price: \$49.99
Sales Tax, Fees & Surcharges: \$4.03

No Longer Returnable

Return period ended Jun 7, 2023.

Product Support



Best Buy Support

Browse our Support Center for answers to frequently asked questions.

[Get help >](#)

Order Details

[Print Receipt](#)

G

Purchase Date: May 18, 2023

Order Number: BBY01-806763640604

Total: \$1,517.15

[Payment Details](#) ^



Hi Holly!
Before we can show you your full order details, we just need to make sure it's you.
[Sign In](#)

Payment Method

[Sign In to View](#)

Order Summary

Product Total:	\$1,403.96
Charges	
Shipping:	FREE
Delivery:	FREE
Sales Tax, Fees & Surcharges:	\$113.19
Order Total	\$1,517.15
Return Credit	-\$0.00

Delivery

Delivered on May 26, 2023

Delivery Address

[Sign In to View](#)

Cancel & Support Options

We're working on your order. At this point, we can't cancel it.

TOWN OF EDGEWOOD

29624
AGENDA ITEM #IX.F.

01-1941 LL Burke - Project Solutions

029624 08/10/22

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
			G/L DISTRIBUTION	
8/06/2022	2022-TOE-09		Linda L. Burke	585.00
	100-402-46902		June YES! Planning & Org	436.50
	100-402-46902		June Communication Svcs	148.50

LL Burke - Project Solutions
LL Burke Project Solutions
18 Moondust Lane
Edgewood, NM 87015

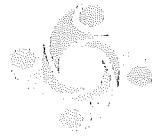
CHECK TOTAL 585.00

PRINTED IN U.S.A.

13020358 QBB1-01/1301 BEST CHECKS • Phone: 1-800-521-9619 • www.bestchecks.com

LL Burke – Project Solutions
 18 Moondust Lane, Edgewood, NM 87015
 (760) 331-7781

*PD 8/10/22
 ckt# 29624*



LLBurke
 Project Solutions

INVOICE NO. 2022-TOE-09

JULY 18 2022

BILL TO

SHIP TO

INSTRUCTIONS

Estefanie Muller
 TOWN of EDGEWOOD
 PO Box 3610
 Edgewood, NM 87015

Please make check payable to: LL Burke

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
14.55	June 2022 YES! Planning & Organization services	30.00	436.50
TOTAL DUE			\$436.50
TOTAL DUE BY DATE			8/4/2022

LLB *8-17-22*

Payment (Drill Down)

Vendor **1941** **LL Burke - Project Solutions**

Check

Number	30855	Payment	2,400.00
Date	06/23/2023	Discount	0.00
Status	R	Total	2,400.00

ID	Fund	Account	Description (Item)	Amount (Item)
2023-TDE-03	100	407-45900	YES	2,400.00

Total **2,400.00**

Check Master Maintenance - (Drill Down)

File Edit Options Functions Help Chat



Account **999-100-10100 Pooled Cash Account** Check Number **30855**

Type **Check** **New**

General Footprint Change History

Details

Date	6/23/2023	Status	Outstanding
Amount	2,400.00CR	Clearing	
Description	LL Burke - Project Solutions	Date Cleared	
System	Accounts Payable	Statement Date	
Source	01-1941		

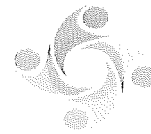
Vendor Set **01-TOWN OF EDGEWOOD** Name **LL Burke - Project Solutions**

Vendor **1941** **Next Vendor #** Status **Active**

General Other Detail Checks Information Comments Purchase Orders

Bank	Date	Type	Check #	Amount	Status
AP	06/23/2023	Check	030855	\$2,400.00	Outstanding

L L Burke – Project Solutions
 18 Moondust Lane, Edgewood, NM 87015
 (760) 331-7781



LLBurke
 Project Solutions

INVOICE NO. 2023-TOE-03

JUN 12 2023

BILL TO

SHIP TO

INSTRUCTIONS

Town Clerk
 TOWN of EDGEWOOD
 PO Box 3610
 Edgewood, NM 87015

Please make check payable to: LL Burke

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
50.30	YES! Summer Program planning	30.00	1,509.00
8.10	YES! Summer Program artwork & media	30.00	243.00
12.25	YES! Summer Program staff recruitment	30.00	367.50
27.00	YES! Summer Program staff training	30.00	810.00
10.00~	YES! Summer Program Wk 1-2 Backup Mgr	N/C	0
TOTAL DUE			\$2,929.50
TOTAL DUE BY DATE			6/30/2023

Town of Edgewood -- Summer Program

Date	Hours	Tasks
3/29/2023	0.6	Meeting with J Perry to review YES! and Jr Police Academy planning needs
	1	Presented proposed budget options & approved for 8 weeks, 5 day/wk (no before/after care)
	1.5	Initial contacts/requests for potential Field Trip destinations
	1.25	YES! job description review/updates
	1.5	YES! job announcement posting update & announcement prepared
3/30/2023	0.75	Job descriptions final review/edits and emailed to R Anaya for posting
	0.6	Consult with Library to coordinate YES! program activities and Library programming
	1.5	Artwork - Update YES! logo design (remove 2022, re-work for more generic uses)
	0.4	YES! Program social media announcement completed & posted
	0.2	Job postings on website - links connected to application form
	0.5	Social Media announcements (jobs and program) posted/cross-posted
	0.4	Field trip follow-up with ABQ BioPark - confirm EXPLORA and Natural History Museum
3/31/2023	0.4	Field Trip -research, request and book Silva Lanes Bowling
	0.2	Planning schedule updated with confirmed field trips info
	0.1	Respond to field trip emails
	0.5	Review of program supplies on-hand and potential activities ideas
4/2/2023	0.3	Research Isotopes Park field trip options
	0.2	Send request and email questions to Isotopes Park
4/3/2023	1.5	Initial prep for YES! Program Schedule (8 weeks) for registration
	3	Initial prep for YES! Program Online Registration (8 weeks) on Sign-Up Genius
	2	Review/Update YES! Registration forms and paperwork (that parents complete)
	0.25	Inquire about Registration payment options available for TOE
	0.5	Follow up on Field Trip requests
4/6/2023	1.5	Test and Launch YES! online reservation (Sign Up Genius)
Apr-May 2023	11	Recruitment - Application screenings, interviews, job offers
Apr-May 2023	5	Activities - Field Trip follow-ups, confirmations
May 3, 9, 18	1.5	Planning - SF County FY 24 Grant follow-up \$30k (phone calls, emails)
5/17/2023	1	Artwork - hi res T-shirt logo design
May 20-31, 2023	10	Staff - Training (materials review/updates, PowerPoint, 9 wk schedule development)
May-June 2023	2.5	T-shirt orders (initial, revised, vendor change, order revised, artwork review)

May-June 2023	16	Planning - YES! systems organized (camper reg tracking, welcome emails, staff roster)
May-June 2023	11	Activities - YES! daily activities (detailed instructions, examples, links to supports)
May-June 2023	2	Planning - Budget and Tracking
May 31-June 2	17	Staff - On-site Training (Program Mgr, Sr Counselors, Jr Counselors)
6/6/2023	N/C	Activities - Wk 1 final planning and hand off to Progr Mgr
6/7-9/2023	N/C	Staff - Back up coverage while Program Manager unavailable
6/12-16/2023	N/C	Staff - Back up coverage while Program Manager unavailable

97.65 CUMULATIVE TOTAL

REIMBURSING AGENCY: Department of Finance and Administration

Business Unit: 341

RECIPIENT:

Town of Edgewood

APPROPRIATION NUMBER:

TOTAL ALLOCATION

REVERSION DATE:

AMOUNT:

23-ZH5048-26

\$393,750.00

June 30, 2024

ALLOCATION PURPOSE

Three Hundred and Ninety Three Thousand Seven Hundred and Fifty Dollars and Zero Cents over three years to hire law enforcement/support positions. The first allocations will be disbursed at 100% within 5 business days of acceptance of this agreement to include approval of the local governing body.

ALLOCATION DISBURSEMENT

The allocated funds will be disbursed 100% up to \$225,000 the first year, 50% up to \$112,500 the second year, and 25% up to \$56,250 the third year. The Allocation Recipient will submit to the Department of Finance & Administration this signed document and evidence of approval of the local governing body. Disbursements of funds will be made within 5 business days of receipt of the signed agreement and evidence of approval of the local governing body.

Funds for the first disbursement must be expended from July 1, 2023, through June 30, 2024; the second 50% disbursement will be made in August 2024 to be expended by June 30, 2025; and the last disbursement of 25% will be made in August 2025 to be expended by June 30, 2026. Any amount not expended in each of the three years will be returned to the State of New Mexico, Department of Finance and Administration in the year that it is scheduled for reversion. All expenditures must occur prior to the reversion date.

The Allocation Recipient agrees to submit quarterly reports using Exhibit A, Law Enforcement Recruitment Report, providing updates on the hiring of law enforcement/support positions.

CERTIFICATION

I hereby certify that the **Town of Edgewood**

1. Will only use the allocated funds to carry out and/or perform activities described in allocation language.
2. Will follow the procedure described in "Allocation Reporting" of allocated funds.

Local Law Enforcement Agency

Date

Authorized Local Governing Body Authority

Date

APPROVAL

In accordance with the authority conferred on the Department of Finance & Administration by the statute appropriating these funds, I hereby approve this certification for appropriation number **23-ZH5048-26** in the amount of **\$393,750.00**.

Wesley Billingsley
Director, Local Government Division

Date

REIMBURSING AGENCY: Department of Finance and Administration

Business Unit: 341

**STATE OF NEW MEXICO
Law Enforcement Recruitment Fund
Quarterly Report Form
Exhibit A**

Allocation Recipient:	
Appropriation Number:	

Provide names of individuals hired and their hire date:	Title of Position	Vacant Position Salary:	New Position Salary:
Total Amount of Appropriation Funds Expended this Quarter:		Total: \$	Total: \$

Add extra lines as applicable.

Narrative: (Provide description of next steps to fill any remaining vacant positions. Examples: hiring event or outreach using social media.)

RESOLUTION NO. 2023 - __

A RESOLUTION FOR THE TOWN OF EDGEWOOD'S POLICY ON
TOWN ATTORNEY AND LEGAL SERVICES

WHEREAS, the Town of Edgewood has the fiduciary duty to ensure efficient and effective use of taxpayer funds while preventing fraud, waste, and abuse; and

WHEREAS, the Commission, as the governing body of the Town, shall control the finances and property of the municipality, NMSA 1978 Section 3-37-2; and

WHEREAS, the complexity of Town operations requires legal services;

WHEREAS, the Town of Edgewood, elected to be governed under the commission-manager form of government possesses all powers granted by the constitution and statutes of New Mexico to other municipalities so long as they are not inconsistent with NMSA 1978 Sections 3-14-1 to -19; and

WHEREAS, the Commission has the authority to create all offices, including the office of an attorney, NMSA 1978 Section 3-12-4, 3-14-5 and -12; and

WHEREAS, the Commission has the vested power to pass all ordinances and other measures conducive to the welfare of the municipality; and

WHEREAS, the Commission's powers are exercised at public meetings with action duly recorded in its minutes; and

WHEREAS, the Mayor is the presiding officer of the governing body and the official head of the government, without executive powers, and wherever the Municipal Code requires an act to be performed by the mayor with the consent of the governing body, the act shall be performed by governing body, NMSA 1978 Section 3-1-2 (O); and

WHEREAS, the Commission appoints a Town Manager and holds the manager responsible for the proper and efficient administration of the municipal government, NMSA 1978 Section 3-14-12; and

WHEREAS, the Town Manager shall be the Chief Administrative Officer and enforce and carry out all ordinance, rules, and regulations enacted by the commission, NMSA 1978 Section 3-14-14 (1); and

WHEREAS, it is the goal of the Commission with the Town's new commission-manager form of government to maintain transparency and substantial vigorous checks and balances between the Commission, its officers (Mayor and Mayor Pro Tem), and its Town Manager and other Executive Appointees; and

WHEREAS, the Commission, which must ensure legal compliance, recognizes the need for quality legal counsel in light of the increasing complexity of the statutes, regulations, policies, and procedures under which the Town operates;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Governing Body, the Inaugural Commission, of the Municipality of the Town of Edgewood, State of New Mexico, hereby sets the Town's policy on the Town Attorney and Legal Services as follows:

The Commission may retain attorneys for the purpose of systematically securing legal services in a timely and organized manner. The following Town policy sets forth the Commission's expectations for legal services. It also serves as a job description for the attorney or firm.

Qualifications

- A. The Commission will select attorneys based on qualifications submitted from interested firms in an RFP process. The attorneys will:
 - a. Be licensed to practice law in New Mexico.
 - b. Be sufficiently familiar with municipal law to enable offering legal advice.
 - c. Be highly rated on the Martindale-Hubble Peer Review Ratings system.
 - d. Submit their years of experience in the area of law they are representing.
 - e. Possess any additional qualifications as the board finds appropriate.
- B. Unless otherwise waived by the Commission, attorneys who have represented individual Commissioners or Executive level Appointees (Manager, Clerk, Treasurer, Chief of Police) or in any matter adverse to the Town's interests are disqualified from representing the Town.

Selection

- C. The Commission, by majority vote, may designate attorneys to counsel the Commission and the administration on legal matters involving the Town's interests. The Commission retains the right to counsel with or employ other attorneys who have been approved by the Commission pursuant to a Request for Proposal (RFP) or appointment process and to terminate the service of any attorney.
- D. The Town Manager will create a list of attorneys for use by the Commission and the administration by RFP. Any additions to the list will require full Commission approval following the submission of an RFP or appointment process. The Commission will evaluate and approve the attorney list at least annually.

- E. Based upon the Commission's annual approved list, attorney contracts must be renewed annually via both Mayor and Town Manager signatures, with a maximum renewal period of four (4) years until another RFP. Procurement shall be performed a minimum of every four (4) years in accordance with NMSA 1978 Section 13-1 the New Mexico Procurement Code and with the Town's Procurement Ordinance 2022-01.
- F. All subcontractors, joint ventures, consultants, and experts hired by any attorneys must be approved by the Commission. This stipulation and any resulting Commission approvals are required to be specified in the attorneys' contracts or in addendum(s) signed by both Mayor and Town Manager.
- G. The Commission shall appoint one (1) Town Attorney, which may or may not be a firm with many attorneys. This Town Attorney will be the general counsel and may be employed or contracted as stated above.
- H. The general counsel (hereinafter the "Town Attorney") will select specialized attorneys as necessary from the Commission list of approved attorneys with the approval of the Commission or Town Manager, depending on the subject matter.

Reports To

- I. The Town Attorney will be the chief legal advisor and legal representative of the governing body and the administration, reporting directly to the Commission.
 - a. The Commission may designate one of its Appointees, the Mayor, or its other member(s) as its point of contact on certain matters.
- J. The Town Attorney will also report to the Town Manager on legal matters relating to day-to-day operations and administrative tasks of the Town.
 - a. The Town Manager may, on a need's basis, delegate the responsibility of contact with the attorneys to a member of the administrative level staff.

Evaluation

- K. The Commission, or its designee, and the Town Manager will annually evaluate the performance of the Town Attorney and provide the results to all Commissioners.

Compensation

- L. Compensation for legal services will be in accordance with the terms of the RFP response and resulting contract or appointee contract.
- M. To provide transparency and accountability, the billings from each attorney will be broken down with specificity of services provided and to whom they reported. These

bills must be received and paid timely and may be periodically audited by Commissioners at any time.

Services

- N. Attorneys are retained by the Commission as counsel for the Commission and the administration to provide legal service on any matter related to the operation of the Town. The attorneys may be asked to provide legal advice, render legal opinions, prepare ordinances and resolutions, review proposed Commission or Town actions, represent the Commission or Town in a court of law, or provide other legal service the Commission or Town Manager may request on behalf of the Town.
- O. The Commission and Town Manager will make all requests for legal services, including routine information and assistance, in a timely and organized manner and in accordance with Town policy.
- P. The Town Attorney will provide the Commission a status report as needed, as determined by the Town Attorney, on all oversight agency complaints (such as, but not limited to, the NM Department of Finance and Administration, the NM Attorney General's Office, State Auditor's Office, OSHA), litigation or potential litigation involving the Town, or on any legal topic as requested by the Town Manager or any Commissioner.
 - a. The update will be provided at the soonest possible time via phone or email, but within 48 hours. If it is requested to have the full Commission in attendance, the status report will be at the next possible meeting in an executive session properly posted in accordance with NMSA 1978 Section 10-15 the New Mexico Open Meetings Act.
- Q. Other than matters handled by the NM Self Insurer's Fund or other applicable insurance, no litigation will be initiated or dismissed by the Town without board approval and no settlement offer will be made without board approval.
- R. Significant legal decisions such as filing a lawsuit, an appeal, issuing a letter of intent, a cease and desist, or other legal actions shall be approved by the Commission prior to filing or sending.
- S. All court filings and legal letters will be provided to every Commissioner and the Town Manager.
- T. At least one selected member of the Commission and one member of the administration shall have the opportunity to review and suggest changes to the Town Attorney on every legal document prior to filing or issuance.

- U. No legal action shall be taken against any Commissioner or Executive level appointee without the approval of the Commission; except that the Mayor or other Commission-selected member of the Commission may place an Appointee on administrative leave with pay until an emergency or special meeting is held at which time the Commission will make the decisions regarding the Appointee.

Initiating Use

- V. Many instances of legal assistance provided to the Town may be considered *routine* and do not necessitate specific board approval or prior vote. The governing body officers, which are the Mayor and Mayor Pro Tem, by consensus may initiate inquiries on these routine matters at their discretion.
- W. The Town Manager and the Commissioners shall contact the *NM Municipal League* for no-cost advice, policies, training, etc. included with our membership whenever possible to limit wasteful expenditure of Public funds.
- X. In the instance of an emergency or urgent personnel *matter related to an Executive level Appointee*, the Mayor or other Commission-selected member of the Commission may contact the Town Attorney.
- Y. The Commission will initiate inquiries from the Town Attorney on matters such as the following *during open or executive meetings*:
 - a. Commission meeting procedures
 - b. Town investigations or grievances
 - c. Policy rulings and/or changes
 - d. Potential or pending litigation
 - e. Any topic may be delegated to the Town Manager via Commission vote
- Z. The Town Manager is responsible for initiating inquiries of the Town Attorney for various *administrative actions*:
 - a. Town services and operations
 - b. Human resources (HR)
 - c. Construction guidance
 - d. Financial and compliance issues
 - e. Media relations
 - f. Adherence to Town policies and procedures
- AA. Any Commissioner shall have access to the Town Attorney by requesting legal advice about Town business with prior *authorization given in a Commission meeting*

regarding the area(s) for which advice is sought. This would be most common for legislative matters, as executive matters are the responsibility of the Town Manager.

- BB. Commissioners shall not be involved in *administrative level HR matters* with the Town Manager, Town Attorney, or otherwise, as the Commission may need to hear appeal(s). Only the Town Manager, or designee, will work with the Town Attorney on administrative employee matters.
 - a. Commissioners have the duty to report complaints about administrative level employees to the Town Manager; otherwise, should avoid gossip and involvement.
 - b. The Town Manager's delegated authority to hire and discharge administrative level employees does not preclude the Commission from hiring or firing these employees per NM Attorney General Opinions 87-69 and 2022-02.
- CC. Any Commissioner *may direct the Town Manager* to request legal advice on areas related to the work of the Commission or the business of the Town. This directive will be in writing to the Town Manager and will require the Town Manager alone to contact the Town Attorney within (5) five business days from receipt of the written directive. The Town Manager shall furnish copies of these directives and responses from the Town Attorney to all Commissioners.
- DD. Requests for legal services may be in writing, in person, telephone, or videoconference.
- EE. All requests for *formal legal opinions* from the Town Attorney (or any attorney on the approved list) regarding Commission issues will be directed through the Mayor, or other Commission-selected member of the Commission, and the Town Manager. Copies of all requests for opinions shall be furnished by that Commissioner to all Commissioners and the Town Manager. Requests for opinions requiring research or substantial amounts of work shall be in writing when practicable. A Commissioner wishing to obtain a legal opinion will bring such a request to the full governing body. A majority vote will be obtained to initiate a request for a legal opinion. Any opinion provided will be disseminated to the full Commission as soon as possible and no later than 72 hours prior to any relevant meeting.
- FF. In accordance with NMSA 1978 Section 12-6-6 and the New Mexico State Audit Rule 2.2.2 NMAC Section 10. N. the Town shall notify the State Auditor immediately, in writing, upon discovery of any *alleged* violation of criminal statutes in connection with financial affairs. This commonly includes, but is not limited to, potential fraud, waste, abuse of public funds, possible violations of ethics, anti-donation clause, governmental conduct act, procurement code, time sheet irregularities, suspected theft of asset(s), etc. The Town Manager and/or any individual Commissioner may work with the Town

Attorney to file this notification immediately, as required. Failure to report results in an automatic audit finding and increasing the possibility of the State Auditor designating the Town, at the Town's expense, for a special audit.

- GG. For these approved methods for Commissioner(s) requesting legal services and the resulting communications with the Town Attorney, it is required that Commissioners include the Town Manager in all communications, unless the manager or any commissioner in their official capacity is the subject of the legal advice.
- HH. Commissioners with *personal* legal questions should seek advice from their own private attorneys. It will be seen as a breach of policy and Code of Ethics for any Commissioner to obtain legal advice from an attorney who is being currently used by the Town in a personal matter or when the Commissioner is acting as an independent member of the Commission.
- II. All advice received from the attorneys is privileged under the attorney-client privilege and all recipients of such advice and the written letters/memoranda thereof shall keep such advice strictly confidential.
 - a. This attorney-client privilege may be waived via majority vote of the Commission in an open meeting.
- JJ. The Town Attorney shall attend each regularly scheduled Commission meeting, including every executive closed session, either in person or via telephone or videoconference.

ADOPTED AND APPROVED THIS 10TH DAY OF OCTOBER 2023

ATTEST:

RESOLUTION NO. 2023 - __

**A RESOLUTION FOR THE TOWN OF EDGEWOOD'S POLICY ON
DONATIONS OF REAL PROPERTY**

WHEREAS, the Town of Edgewood has the fiduciary duty to ensure efficient and effective use of taxpayer funds and property while preventing fraud, waste, and abuse; and

WHEREAS, the Commission, as the governing body of the Town, shall control the finances and property of the municipality, NMSA 1978 Section 3-37-2; and

WHEREAS, the Commission has the vested power to pass all ordinances and other measures conducive to the welfare of the municipality; and

WHEREAS, the Commission's powers are exercised at public meetings with action duly recorded in its minutes; and

WHEREAS, the ownership of real property and the management of such real property has the potential of imposing unacceptable risks, financial commitments, and liabilities on the Town of Edgewood for example, if the property is private, remote, contains environmental hazards or has a clouded chain of title; and,

WHEREAS, the Town must ensure compliance with the Anti-Donation Clause of the NM State Constitution; and

WHEREAS, the Commission appoints a Town Manager and holds the manager responsible for the proper and efficient administration of the municipal government, NMSA 1978 Section 3-14-12; and

WHEREAS, the Town Manager shall be the Chief Administrative Officer and enforce and carry out all ordinance, rules, and regulations enacted by the commission, NMSA 1978 Section 3-14-14 (1); and

WHEREAS, it is the goal of the Commission with the Town's new commission-manager form of government to maintain transparency and substantial vigorous checks and balances between the Commission, its officers (Mayor and Mayor Pro Tem), and its Town Manager and other Executive Appointees; and

WHEREAS, the Town Commission of Edgewood has determined that it is in the best interest of the Town to adopt a resolution that embodies the policies and procedures to be employed by the Town regarding the acceptance of gifts of real property to safeguard the Town against accepting gifts of real property that are difficult to sell or are encumbered with defects that could put the Town at risk or financial burden once it is in the chain of title;

NOW THEREFORE BE IT RESOLVED, by the Town Commission that the following procedure for accepting donations of real property is hereby adopted:

SECTION I. GENERAL

Town of Edgewood shall consider accepting title to real property as a gift if the donated real property can be sold to realize its cash value realize its cash value for the Town or if the property is located in an area where the real property may be used to meet the operational needs of Town Government. Commissioners shall not be involved with negotiation and gifts of real property as donors may *appeal* decisions to the Commission and to prevent conflicts of interest that may arise during or after the gift.

SECTION II. PROCEDURE TO ACCEPT REAL PROPERTY

(A) Step 1. Establishing Town Interest:

The process of establishing Town of Edgewood interest in accepting a gift of real estate shall begin once the following information is provided to the Town Manager:

1. The name, address, telephone number, e-mail address and signature of the proposed donor submitted on the Application & Checklist for Accepting Property Donations.
2. A statement of the reasons for the donor's desire to make the gift.
3. A general description of the property including the exact location, any structures (above and below ground), past uses of the property, location characteristics and pictures.
4. Proof of donor's ownership of the property in the form of a copy of the donor's deed to the real property. If the owner of record of the real property is deceased a copy of the Court's Appointment of the doner/applicant as Personal Representative/ Executor of the estate will be required.
5. A statement as to whether the contribution is of the donor's complete or partial interest in the property. Town of Edgewood will not accept as a gift a partial, fractional or minority interest in real property.
6. A list of any personal property to be included with the gift.
7. Copies of current real estate tax bills and special assessment bills.
8. Copies of title to real property.
9. Applicant will be required to satisfy the tax debt on the real property. NMSA 1978 Section 7-38-37(1973) provides that taxes owed remain the personal obligation of the owner even after the owner sells or donated the property.

(B) Step 2. Review By Town Departments

If based on the information obtained in Step 1 it is determined by the Town Manager that the Town will not benefit from the real property the Town Manager shall inform the donor, in writing, that the Town rejects the donation.

If the Town Manager determines, based on the information obtained in Step 1 that the Town may potentially benefit from this donation of real property, the following additional steps will be followed by Town Departments before the donation is presented to the Commission:

1. A recent legal description and survey of the property showing any easements and right of ways, an up-to-date appraisal report, and a chain of title report, if necessary, will be provided by the Assessor's Office.
2. A ten-year tax search will be provided by the Town Treasurer.
3. Site inspection for potential environmental hazards by Code Enforcement Department.
4. A community development potential review by the Planning and Zoning Department.
5. A health and safety risk and hazard evaluation by the Emergency Services Manager.
6. A road and utilities review evaluation performed by the Public Works Department.
7. The Town Manager reserves the right to request additional information from the donor as determined necessary for the Administrative Review.

(C) Step 3. Administrative Review

If after review, the Town Manager finds that accepting the property would be in the Town's best interest, the Town Manager shall recommend approval and submit a request for the item to be presented to the Commission at a regular Town Commission meeting.

(D) Step 4. Final Acceptance

The Town Manager will detail to the Board of Town Commissioners why accepting the property would be in the Town's best interest. The Town Manager shall explain why the real property will either be beneficial for Town Government use or why the real property can easily be sold for its cash value as well as a plan for the real property. After receiving the Town Manager's recommendation to accept the real property the Commission may, at its sole discretion, vote to accept the real property.

SECTION III. FINAL ACCEPTANCE

If the Commission votes to accept the property the donor must transfer the real property, by Warranty Deed, to the Town of Edgewood within 60 days of the vote or the acceptance will be considered null and void. The Town of Edgewood will not accept a Quit Claim Deed. If the Board votes not to accept the donation the Town Manager shall inform the donor, in writing, that the Town rejects the donation.

The donor is subject to and required to pay the taxes for the current year in which the transfer was completed. Town of Edgewood will be responsible for the taxes for subsequent years.

SECTION IV. APPEAL

Upon the receipt of a letter of denial a potential donor may request the denial to be re-considered at a regular meeting of the Town Commission.

ADOPTED AND APPROVED THIS 10TH DAY OF OCTOBER 2023

ATTEST:

Application & Check list for Accepting Property Donations

Step 1. Establishing Town Interest

Applicant/Owner Name:

Mailing Address:

Phone#:

Email:

A statement of the reasons for the donor's desire to make the gift:

General description of the property including the exact location, any structures (above and below ground), past uses of the property, location characteristics and pictures.

☐ Enclose proof of donor's ownership of the property in the form of a copy of the donor's deed to the real property.

Is the contribution complete or partial interest in the property? ☐ Complete ☐ Partial – **STOP HERE** - Town of Edgewood will not accept as a gift a partial, fractional or minority interest in real property.

Please list any personal property to be included with the gift (i.e. mobile home).

☐ Enclose copies of current real estate tax bills and special assessment bills.

☐ Applicant acknowledges and understands that if taxes are owed on the property, donating the property to the Town does not remove or satisfy the tax debt. NMSA 1978 Section 7-38-37(1973) provides that taxes owed remain the personal obligation of the owner even after the owner sells or donates the property.

Donor Signature: _____

Date: _____

Step 2. Reviews by Town Departments

1. Completed by Town Attorney's Office

The following documents are enclosed with this application:

☐ A recent legal description and survey, if necessary, of the property showing any easements and rights-of-way.

☐ An up-to-date appraisal report performed by either an independent, professional real estate appraiser or by the Town Attorney's Office listing property market value and marketability.

☐ A chain of title report as to the ownership of the real property by the Town Attorney (*note: if there appears to be any inconsistencies in the chain of title the Town will require that the donor provide a title abstract*).

Town Manager's Signature: _____ Date: _____

Comments: _____

Forward this form to Treasurer's Office.

2. Completed by Town Treasurer's Office

(Evaluate based on current status)

☐ A ten-year tax search

☐ Taxes Current

☐ Taxes not current by \$ _____

☐ Property flagged for State Sale

Town Treasurer's Signature: _____ Date: _____

Comments: _____ **Forward this form to Code Enforcement Office.**

3. Completed by Code Enforcement Department

(evaluate based on current compliance status)

☐ Site Inspection complete. Do any potential environmental hazards exist? ☐ No ☐ Yes.

(*Note: if "Yes", the donor will provide at his/her expense a Phase I Environmental Assessment of the property in a form and content which would be satisfactory to an institutional lender, together with a report of the physical condition of the property.*)

☐ Recommend ☐ Not Recommended

Town Code Enforcement Officer's Signature: _____ Date: _____

Comments: _____

Forward this form to Planning & Zoning Office.

4. Completed by Planning and Zoning Department

(Evaluate based on Community Development potential)

☐ Recommend ☐ Not Recommended

Town P & Z Director's Signature: _____ Date: _____

Comments: _____ **Forward this form to Fire Department Office.**

5. Completed by the Emergency Services Manager

(Evaluate based on health and safety risks & hazards).

☐ Recommend ☐ Not Recommended

Town Fire Chief's Signature: _____ Date: _____

Comments: _____

Forward this form to Public Works Dept. Office

6. Completed by Public Works Office

(Evaluate based on road and utilities review)

☐ Recommend ☐ Not Recommended

Town Public Works Director's Signature: _____ Date: _____

Comments: _____

Forward this form to Town Manager's Office.

Step 3. Administrative Review

Recommendation:

☐ Town Manager finds that accepting the property will not be in the Town's best interest.

☐ The Town Manager finds that accepting the property would be in the Town's best interest for the following reasons: **Forward this form to the Town Commission.**

☐ Beneficial for Town Government use: _____

☐ Real property can easily be sold for its cash value. Sales Plan: _____

Town Manager's Signature: _____ Date: _____

Step 4. Final Acceptance

After receiving the Town Manager's recommendation to accept the real property the Town Commission hereby accepts the real property this date. The donor must transfer the real property, by Warranty Deed, to the Town of Edgewood within 60 days of the vote or the acceptance will be considered null and void.

ADOPTED AND APPROVED THIS 10TH DAY OF OCTOBER 2023

ATTEST:

RESOLUTION NO. 2023 - __

**A RESOLUTION FOR THE TOWN OF EDGEWOOD'S POLICY ON
PUBLIC GIFTS, DONATIONS, AND FUNDRAISING**

WHEREAS, the Town of Edgewood appreciates support from Citizens, taxpayers, parents, volunteers, employees, officials, businesses, stakeholders, and community organizations; and

WHEREAS, such support is encouraged wherever appropriate as a means of involving the Public in the activities and goals of the Town; and

WHEREAS, the Commission, as the governing body of the Town, has the authority to accept gifts and donations as may be made to the Town, any Town event, and Town office or site; and

WHEREAS, any funds or tangible or real property become governmental public monies, inventory, or capital assets of the Town which then fall under all applicable state and local laws; and

WHEREAS, fund raising is for the betterment of the Town and shall comply with state and federal law, and in particular, shall assure compliance with any applicable provisions of the New Mexico Bingo and Raffle Act, NMSA 1978 Sections 60-2B-1 to 60-2B-14; and

WHEREAS, the Gift Act, NMSA 1978 Sections 10-16B-1 to -5 restricts gifts lobbyists and similar donors may make to legislators and other public officials; and

WHEREAS, the Governmental Conduct Act, NMSA 1978 Section 10-16, includes an absolute prohibition against payments and gifts to certain government officials and employees even if the gifts are not conditioned on the promised performance of an official act; and

WHEREAS, the Town of Edgewood Ordinance 2012-01 Code of Ethics defines "valuable gift" as any gift with monetary value in excess of \$25 or series of gifts received within one calendar year with an aggregate value of \$25 or more, excluding campaign contributions made within (60) sixty days of a municipal election; and

WHEREAS, preventing corrupting, ensuring transparency, and maintaining Public trust and confidence in the Town is vital;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Governing Body, the Inaugural Commission, of the Municipality of the Town of Edgewood, State of New Mexico, hereby sets the Town's policy on Public Gifts, Donations, and Fundraising as follows:

- A. No official or employee shall knowingly accept any valuable gift, whether in the form of service, loan, thing, or promise from any person, firm, or corporation which to the official's knowledge is interested directly or indirectly in any manner whatsoever, in

business dealings with the body of which the official is a member, including donors who are unidentified.

- B. Fund-raising activities by volunteers, employees, or elected officials on Town premises or elsewhere as representatives of the Town will be permitted only when connected with specific Town activities approved by the Commission.
- C. To be acceptable, a gift must satisfy the following criteria:
 - a. Have purpose consistent with those of the Town.
 - b. Be offered by a donor acceptable to the Commission.
 - c. Will not begin a program that the Commission would be unwilling to take over when the gift or grant funds are exhausted.
 - d. Will not bring undesirable or hidden costs to the Town.
 - e. Will place no restrictions on the Town's programs or operations.
 - f. Will not imply endorsement of any business or product.
 - g. Will not conflict with any provision of the Town's laws, policies, procedures, or public laws.
- D. All gifts, grants, and bequests shall become Town property upon acceptance by the Town Commission and subject to the policies of the Town.
- E. The Commission reserves the right to refuse to accept any gift that does not contribute toward the achievement of the goals of the Town and/or the ownership of which would tend to adversely affect the Town.
- F. Any gift accepted by the Commission shall become the property of the Town, may not be returned without the approval of the Commission, and is subject to the same controls and regulations as are other properties of the Town. The Town Manager shall be responsible for the maintenance of any gift the Commission accepts, unless otherwise stipulated.
- G. The Commission will make every effort to honor the intent of the donor in its use of the gift but reserves the right to utilize any gift it accepts in the best interest of the Town's Master Plan, Comprehensive Plan, programs, budget, and operations.
- H. In no case shall acceptance of a gift be considered to be an endorsement by the Commission of a commercial product or business enterprise or institution of learning.
- I. The Town Manager shall:
 - a. Encourage individuals and organizations considering contributions to the Town to consult with the Town Manager on the appropriateness of any such gifts.

- b. Report to the Commission all gifts that have been offered to the District, for their review and action.
 - c. Acknowledge the receipt and value of any gift accepted by the Town, and prepare fitting means, as appropriate, for recognizing or memorializing gifts to the Town.
 - d. Develop and implement procedures as necessary for the guidance of Town personnel and volunteers who are involved with gifts, donations, or fundraising.
- J. The Town Treasurer shall:
- a. Record gifts in appropriate accounting funds, inventory listing(s), and property records.
 - b. Ensure internal controls over the security of Public Gifts and Donations.
 - c. Ensure compliance with all applicable laws and regulations.
 - d. Report to the Commission any concerns or potential violations.
- K. All gifts, donations, and proceeds of fund-raising activities shall be deposited into the respective accounting fund for which it best corresponds to and must be budgeted to be spent. All revenues and expenditures must be kept in accurate and detailed records.

ADOPTED AND APPROVED THIS 10TH DAY OF OCTOBER 2023

ATTEST:

