

**VILLAGE OF ANGEL FIRE**

**Angel Fire NM 87710**

**(575) 377-3232**

**PUBLIC NOTICE**

**Council Meeting**

**Tuesday February 9<sup>th</sup>, 2016 at 5:30pm at Village Hall**

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Approval of Agenda**

**Approval of Consent Agenda**

**1. Approval of the January 12<sup>th</sup> Regular Council Meeting Minutes**

**Requests and Responses from the Audience (Limited to 3 minutes)**

**Announcements and Proclamation**

**Reports**

**1. Governing Body Report**

**2. Manager's Report**

**3. Staff Report**

**Old Business - None**

**New Business**

- A. Discussion/ Approval of Resolution 2016-03 a Resolution Approving the Budget Adjustments Requests for the Second Quarter of the 2016 Fiscal Year**
- B. Discussion/ Approval of Resolution 2016-04 a Resolution Increasing and revising Solid Waste Trash Service Rate and Rescinding all Others**
- C. Discussion / Approval of Resolution 2016-05 a Resolution Authorizing the Submittal of an Application for the 2016-2017 New Mexico Department of Transportation Municipal Arterial Program for Improvements to Camino Grande , Phase II**
- D. Discussion/ Approval for the Procurement Department to Negotiate with Souder , Miller and Associates as our On-Call Engineering Firm for the Village of Angel Fire**

**Terry Cordova, Village Clerk**

**Barbara Cottam, Mayor**

**Post: 02/04/2016**

**THE PUBLIC IS INVITED TO ATTEND**

**Next Regular Council meeting will be: March 8<sup>th</sup>, 2016 at 5:30 pm**

**Subject to Change Until: Friday February 5<sup>th</sup>, 2016 at 5:30pm**

**AGENDA MAY BE PICKED UP AT THE VILLAGE HALL**

**3388 MOUNTAIN VIEW BLVD., ANGEL FIRE, NM 87710**

**AGENDA MAY ALSO BE VIEWED AT OUR WEBSITE: ANGELFIRENM.GOV**

**IF YOU ARE AN INDIVIDUAL WHO IS IN NEED OF ANY AUXILIARY AID OR SERVICE TO ATTEND THE MEETING ,PLEASE CONTACT THE VILLAGE CLERKS OFFICE 48 HOURS PRIOR TO THE MEETING .**

**VILLAGE OF ANGEL FIRE**  
**Council Regular Meeting Minutes**  
**Tuesday January 12<sup>th</sup>, 2016 at the Village Hall**  
**DRAFT**

**Call to Order**

Mayor Cottam called the meeting to order at 5:30 PM

**Pledge of Allegiance**

Mayor Cottam called for the Pledge of Allegiance.

**Roll Call**

Present were Mayor Cottam, Mayor Pro-tem Howe, Councilor Germscheid, Councilor Lanon, Councilor Colenda. Also present were Village Manager Richard Tafoya, and Village Clerk Terry Cordova. A quorum was present.

**Approval of Agenda**

Mayor Pro-tem Howe made the motion to approve the agenda. Councilor Lanon seconded. Motion carried 4-0

**Approval of Consent Agenda**

1. **Approval of December 15<sup>th</sup> Council Work Session Minutes**

2. **Approval of December 15<sup>th</sup> Regular Council Meeting Minutes**

3. **Approval of December 28<sup>th</sup> Special Council Meeting Minutes**

Mayor Pro-tem Howe made the motion to approve the consent agenda, Councilor Lanon seconded. Motion carried 4-0

**Requests and Responses from the Audience (Limited to 3 minutes)**

1. **Barbara Thorne** – Concerned about the condition of El Camino Real road .

**Announcements and Proclamations** –Mayor Cottam introduced the villages newest employee Julie Kulhan, she will be working as the utility billing clerk

**Reports:**

a. **Governing Body Report-None**

b. **Manager's Report**

Manager Tafoya thanked the fire, police and public works departments for all of their hard work over the holidays.

c. **Staff Reports**

Amos Torres, Public Works Director, gave an update on public works (see attached)

Brad McCaslin, Police Chief gave an update on the police department (see attached)

Burl Smith, Building Inspector gave an update on the Planning and Zoning Department (see Attached

Andy Bertges, Fire Chief gave a yearend report (see attached)

**Old Business-None**

**New Business**

**A. Discussion/Approval of Resolution 2016-01 a Resolution Establishing the Open Meeting Resolution and Rescinding All others**

Mayor Pro-tem Howe made the motion to approve resolution 2016-01 a resolution establishing the open meeting resolution and rescinding all others. Councilor Germscheid seconded. With no discussion the motion carried 4-0 with Mayor Pro-tem Howe –aye, Councilor Germscheid –aye, Councilor Lanon-aye. Councilor Colenda – aye.

**B. Discussion/ Approval of Resolution 2016-02 a Resolution Authorizing the Donation of a 10 Acre Tract of Village Land Near the Vietnam Veterans Memorial State Park to the State of New Mexico for a Veterans' Cemetery and Further Authorizing /Ratifying the Mayor's Execution of the Real Property Donation Agreement With the State of New Mexico Relating Thereto**

1 Mayor Pro-tem Howe explained that we have been working on a state veteran's  
2 cemetery for some time. To bring you up to speed, Fort Stanton is about half way done;  
3 Gallop was chosen because of its large veteran population. The next two are Angel Fire  
4 and Carlsbad. We have been in this process with paperwork for a considerable amount  
5 of time. We have all the deed transfers from the original owner. We have gone through  
6 the county commission with the subdivision issue, then through the Westphall  
7 Foundation because they are a nonprofit and then to the village which is where we are  
8 now. We are moving this through the Village then on to the state where it goes through  
9 two entities the first is General Services that holds all property for the state. The second  
10 is DFA, Department of Finance and Accounting which has to give us permission to  
11 donate the land to the state. This is what we are approving tonight. Mayor Pro-tem  
12 Howe made the motion to approve resolution 2016-02 a resolution authorizing the  
13 donation of a 10 acre tract of real property from the Village of Angel Fire to the State of  
14 New Mexico for the purpose of a veteran's cemetery and authorizing and ratifying the  
15 Mayor's execution of the real property donation agreement with the State of New  
16 Mexico attached hereto. Councilor Colenda seconded. With no further discussion the  
17 motion carried 4-0 with Mayor Pro-tem Howe -aye, Councilor Germscheid -aye,  
18 Councilor Lanon-aye, Councilor Colenda -aye.

19 **C. Discussion/ Approval to Reinstate the Cut Position in the Fire Department Budget**  
20 **and Hire a Full-Time Fire Fighter / EMT/Emergency Manager**

21 Andy Bertges, Fire Chief explained that based on recent events and increased call  
22 volume, the fire department would like to reinstate the recently cut position to include  
23 Emergency Management. For a total cost of \$22,703 including the 25% grant from the  
24 Department of Homeland Security to the general fund. With the state fire protection  
25 fund allowing us to pay the new Chevy truck , \$17,000 and the fire excise tax  
26 reimbursement of \$10,000 we should have the available funds . Mayor Pro-tem Howe  
27 made the motion to add a fire fighter /emergency medical technician /emergency  
28 manager position to the budget in lieu of the fire fighter /emergency medical technician  
29 which was deleted. Councilor Lanon seconded. With no further discussion the motion  
30 carried 4-0

31 **D. Discussion / Approval of a Grant Application for a Equipped New 4 x4 Structure**  
32 **Engine, Estimated Value of \$600,00**

33 Andy Bertges, Fire Chief explained that the fire department has an opportunity to apply  
34 for a grant through the Federal Assistance to Fire Fighters Grant Program. With fire  
35 station 3 delayed and increasing problems with fire apparatus, we have an opportunity to  
36 add a new engine to our fleet. There is a 3% match. Mayor Pro-tem Howe made the  
37 motion to approve a grant application of approximately \$600,000 to purchases a fully  
38 equipped 4x4 structure engine. Councilor Colenda seconded. With no further discussion  
39 the motion carried 4-0

40 **E. Discussion/ Approval of an RFP for General Engineering Services**

41 Fabian Mascarenas, Chief Procurement Officer explained that the village is requesting  
42 competitive qualification based sealed proposals for the selection of a professional  
43 engineering firm to provide grants consulting, planning, design services and engineering  
44 for the Village of Angel Fire. Applicants must be licensed professional engineers in the  
45 state of New Mexico. Mayor Pro-tem Howe made the motion to approve a request for  
46 proposal to provide a professional engineering firm for the Village of Angel Fire.  
47 Councilor Lanon seconded. With no further discussion the motion carried 4-0

48 **F. Discussion / Approval to Accept a Contract with the Forest Guild for the Update of**  
49 **our Community Wildfire Protection Plan**

50 Tracy Orr, Grants and Projects explained that the Village of Angel Fire received a grant  
51 for \$15,000 through the 2015-2016 Wildfire Risk Reduction Grant Program for the  
52 update of our CWPP. The village submitted a request for quotes for this and received  
53 two responses. Forest Guild quoted \$14,000 and Anchor Point quoted \$18,000. We have

1 selected Forest Guild to update the CWPP. Mayor Pro-tem Howe made the motion to  
2 approve a contract with Forest Guild not to exceed \$14,000 to update the village  
3 community wildfire Protection plan with the following change to paragraph 2.  
4 Allowable Compensation. Place a period after \$14,000 and delete the remainder of the  
5 paragraph. Councilor Colenda seconded. With no further discussion the motion carried  
6 4-0

7 **G. Discussion/ Approval to Accept Angel Fire Public Improvement District (PID) as**  
8 **our Fiscal Agent for the Severance Tax Bond**

9 Tracy Orr, Grants and Projects explained that the Village of Ange Fire has a \$70,000  
10 allocation from Representative Nick Salazar though a Severance Tax Bond. Because our  
11 previous audit was qualified we were ineligible to be our own fiscal agent, we  
12 approached the Angel Fire Public Improvement District, who agreed to serve as the  
13 Village's fiscal agent. The PID will be charging 4% to act as our fiscal agent. The 4%  
14 will be paid out of pocket form the village to the PID. Mayor Pro-tem Howe made the  
15 motion to approve Angel Fire Public Improvement District as a fiscal agent for the  
16 Village of Angel Fire for a \$70,000 allocation. Councilor Colenda seconded. With no  
17 further  
18  
19

20  
21 **Adjournment**

22 Mayor Cottam adjourned the meeting at 6:07PM  
23

24 **Passed, Approved and Adopted on this 9<sup>th</sup> day in February, 2016**  
25  
26  
27  
28  
29

30 \_\_\_\_\_  
31 **Barbara Cottam, Mayor**

32 **ATTEST:**

33 \_\_\_\_\_  
34 **Terry Cordova, Village Clerk**  
35  
36

**Village  
Of  
Angel Fire  
Public Works  
January 12, 2016**

**Public Utilities**

- Electrical issues that occurred December 30<sup>th</sup> caused our main lift station to lose its programming, which required the department to monitor the pumps every few hours to prevent any over flowing. The situation was corrected on January 5<sup>th</sup> by having the system programmed again.
- Several electrical issues have been resolved at the wastewater treatment plant, wells and boosters.
- A water meter leak occurred at the Angel Fire Resort Hotel on January 4<sup>th</sup>. Irrigation meter was isolated resolving the issue until spring when the Village and the Resort will coordinate the repairs.
- No water bleeders have been started to date.

**Solid Waste**

- The department has been busy with additional runs and dumpster pickups, especially during the holidays.
- The department moved several truckloads of wood chips to various locations as time and weather permits.

**Streets**

- The department has been busy with snow removal. Approximately 300 tons of the salt/cinder mix has been used to date.
- Repairs/maintenance on trucks and equipment has taken place during time of no snow removal or as needed.

# ANGEL FIRE POLICE DEPARTMENT

3465 MOUNTAIN VIEW BLVD  
ANGEL FIRE, NM 87710

Date : 01/12/2016  
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Agency : AFD

## Calls For Service Totals By Call Type

01/01/2015 to 01/01/2016

Call Type	Totals
10-17 Traffic Hazard	2
10-44 Property Accident	19
10-45 Injury Accident	4
10-47 DWI	2
10-54 Traffic Contact	3
10-57 Drunk Person	12
10-58 Violent Mental Person	1
10-59 Mental Person	5
10-75 Stolen Vehicle	3
10-89 Welfare Check	17
911 911 Call	9
AOA Assist Other Agency	32
B&E Breaking and Entering	9
CHILD AB Child Abuse	4
CIVIL PR Civil Process	7
CIVSTBY Civil Standby	8
COWS OUT Cattle Out	19
DRTEST Driving Test	11
HW House Watch	5
ID THEFT Identity Theft	1
INFORMAT Informational	22
JUVY Juvenile Problem	7
LARCENY Larceny	11
LITTER Littering	1
MA Motorist Assist	2
PARKING Parking Problem	8
PRACC Private Property Accident	20
PUBASS Public Assist	3
ROV Violation of Order of Protection	1
RUNAWAY Runaway	2
S11 Abandoned Vehicle	7
S13 Suspicious Vehicle	6
S13A Suspicious Activity	18
S13P Suspicious Person	8
S15 Special Detail	5
S16 Obstruction on Roadway	2
S21 Burglary	10
S21A Burglary Alarm	3

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**ANGEL FIRE  
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD  
ANGEL FIRE, NM 87710

Date : 01/12/2016  
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**Calls For Service Totals By Call Type**

01/01/2015 to 01/01/2016

Call Type	Totals
S21V Burglary of Vehicle	5
S22 Disturbance	21
S22D Domestic	18
S22N Noise Complaint	11
S25 Fire	3
S29 Wanted Person	7
S3 Hit and Run Accident	10
S33 Shoplifting	1
S34 Criminal Damage	14
S35 Narcotics	15
S37 Suspicious Incident	14
S38 Theft	9
S40 Alarm	28
S42 Trespassing	9
S42N Trespass Notice	10
S44 Overdose	1
S45 Shots Fired	9
S48 Animal Complaint	27
S48B Dog Bite	1
S49 Harassment	15
S52 Assault	5
S55 Open Door	4
S56 Forgery	1
S57 Fraud	11
S66 Lost / Found Property	14
S7 Unattended Death	4
S8 Lost / Missing Person	1
S9 Lost / Stolen License Plate	1
VEHCOMP Vehicle Complaint	4
<b>Grand Total for all calls</b>	<b>582</b>

# ANGEL FIRE POLICE DEPARTMENT

3465 MOUNTAIN VIEW BLVD  
ANGEL FIRE, NM 87710

Date: 01/12/2016  
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## Citation Totals By Violation

01/01/2015 to 01/01/2016

Violation		Total
12-10-1.5	No Headlamps	1
12-10-1.6(A)	DIMMING OF HEADLIGHTS	1
12-10-1.7	Taglight required	1
12-10-4(A)	DISPLAY OF CURRENT VALID REGISTRATI	1
12-10-4(C)	EXPIRED REGISTRATION	8
12-10-6(B)	UNINSURED MOTOR VEHICLE	9
12-6-1.1	SPEEDING	35
12-6-12.1	DWI	1
12-6-12.4	CARELESS DRIVING	6
12-6-12.5	DRIVERS TO BE LICENSED	1
12-6-12.6(A) (6)	DRIVING ON A SUSPENDED LICENSE	8
12-6-12.6(A) (7)	DRIVING ON A REVOKED LICENSE	1
12-6-13.13(A)	MANDATORY USE OF SEATBELTS	1
12-6-13.14	OPEN CONTAINER	4
12-6-4.3(D)	STOP SIGN VIOLATION	2
12-6-6.1	Parking Prohibited in Specified Pla	4
12-6-7.3	STOPPING FOR SCHOOL BUS	1
12-9-9	Parking In Designated Disabled Park	2
30-15-1	CRIMINAL DAMAGE TO PROPERTY	1
30-20-1	DISORDERLY CONDUCT	1
30-3-18	CRIMINAL DAMAGE PROPERTY OF HOUSEHO	1
30-3-4	BATTERY	1
30-3-9.2	BATTERY OF HEALTHCARE WORKER	1
5-2B-1(B)	BATTERY	2
5-2B-10	PROPULSION OF MISSILES	1
5-2B-2(B)	CRIMINAL TRESPASS(Remaining after d	3
5-2B-3	UNREASONABLE NOISE	1
5-2B-4(A)	DISORDERLY CONDUCT (Violent,Abusive	4
5-2B-9(2)	Negligent Use of a Weapon (Intoxica	1
5-2C-1(A)	CRIMINAL DAMAGE (Private Property)	3
5-2C-4(C) (1)	SHOPLIFTING (Poss, converting w/o p	1
5-2D-3(B)	POSSESSION OF LESS THAN 1oz OF MAR	8
5-2D-4(C)	POSSESSION OF DRUG PARAPHERNALIA	6
5-3A-2	ANIMALS RUNNING AT LARGE	2
5-3A-3	NOISY ANIMALS	1
5-3B-1	DOGS RUNNING AT LARGE	1

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# ANGEL FIRE POLICE DEPARTMENT

3465 MOUNTAIN VIEW BLVD  
ANGEL FIRE, NM 87710

Date : 01/12/2016  
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## Arrest Totals By Violation

01/01/2015 TO 01/01/2016

Violation	Total
12-6-12.1 DWI	1
12-6-12.6(A)... DRIVING ON A SUSPENDED LICENSE	1
12-6-12.6(A)... DRIVING ON A REVOKED LICENSE	1
12-6-13.14 OPEN CONTAINER	1
30-14-8A BREAKING & ENTERING	1
30-15-1 CRIMINAL DAMAGE TO PROPERTY	5
30-16-1 LARCENY	1
30-16-3 BURGLARY	1
30-20-1 DISORDERLY CONDUCT	1
30-22-1 RESISTING	1
30-22-24 BATTERY ON PEACE OFFICER	1
30-22-5 TAMPERING WITH EVIDENCE	1
30-3-15 BATTERY AGAINST HOUSEHOLD MEMBER	1
30-3-4 BATTERY	2
30-31-20 TRAFFICKING CONTROLLED SUBSTANCE	1
30-31-23 POSSESSION OF CONTROLLED SUBSTANCE	5
30-31-25.1 POSSESSION OF DRUG PARAPHERNALIA	2
30-39-01 False Report	1
40-13-6 VIOLATION OF ORDER OF PROTECTION	1
5-2B-1(B) BATTERY	2
5-2B-2(A) CRIMINAL TRESPASS (Consent denied or...	3
5-2B-4(A) DISORDERLY CONDUCT...	3
5-2B-4(B) DISORDERLY CONDUCT(Communications by...	1
5-2B-4(K) DISORDERLY CONDUCT(harassment)	1
5-2B-9(1) Negligent Use of a Weapon...	1
5-2B-9(2) Negligent Use of a Weapon...	1
5-2C-1(A) CRIMINAL DAMAGE (Private Property) <...	2
5-2C-4(C)(1) SHOPLIFTING (Poss, converting w/o...	1
5-2D-3(B) POSSESSION OF LESS THAN 1oz OF...	6
5-2D-4(C) POSSESSION OF DRUG PARAPHERNALIA	6
5-3A-2 ANIMALS RUNNING AT LARGE	2
5-3A-3 NOISY ANIMALS	1
5-3B-1 DOGS RUNNING AT LARGE	1
66-8-102D1 AGG. DWI	1
WANTED PERSON WANTED PERSON	10
<b>Grand Total</b>	<b>71</b>

# ANGEL FIRE POLICE DEPARTMENT

3465 MOUNTAIN VIEW BLVD  
ANGEL FIRE, NM 87710

Date : 01/12/2016  
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## Calls For Service Totals By Call Type

12/01/2015 to 12/31/2015

Call Type	Totals
10-17 Traffic Hazard	1
10-44 Property Accident	3
10-57 Drunk Person	1
10-89 Welfare Check	1
AOA Assist Other Agency	6
CHILD AB Child Abuse	1
CIVSTBY Civil Standby	1
DRTEST Driving Test	1
HW House Watch	1
INFORMAT Informational	3
JUVY Juvenile Problem	3
LARCENY Larceny	2
MA Motorist Assist	1
PRACC Private Property Accident	2
S11 Abandoned Vehicle	1
S13 Suspicious Vehicle	3
S13A Suspicious Activity	1
S13P Suspicious Person	1
S15 Special Detail	2
S16 Obstruction on Roadway	1
S22 Disturbance	4
S22N Noise Complaint	1
S25 Fire	2
S29 Wanted Person	2
S3 Hit and Run Accident	2
S34 Criminal Damage	2
S35 Narcotics	1
S37 Suspicious Incident	2
S38 Theft	1
S40 Alarm	3
S42 Trespassing	1
S45 Shots Fired	1
S48 Animal Complaint	1
S48B Dog Bite	1
S49 Harassment	1
S52 Assault	1
S57 Fraud	1
S66 Lost / Found Property	2

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POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD  
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**Calls For Service Totals By Call Type**

12/01/2015 to 12/31/2015

<b>Call Type</b>	<b>Totals</b>
VEHCOMP    Vehicle Complaint	1
<b>Grand Total for all calls</b>	<b>66</b>

**ANGEL FIRE  
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD  
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**Citation Totals By Violation**

12/01/2015 to 12/31/2015

<b>Violation</b>		<b>Total</b>
12-6-1.1	SPEEDING	4
12-6-12.6(A) (6)	DRIVING ON A SUSPENDED LICENSE	1
12-6-4.3(D)	STOP SIGN VIOLATION	1
5-2D-3(B)	POSSESSION OF LESS THAN 1oz OF MAR	1
	<b>Grand Total</b>	<b>7</b>

**ANGEL FIRE  
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD  
ANGEL FIRE, NM 87710

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**Arrest Totals By Violation**

12/01/2015 TO 12/31/2015

<b>Violation</b>	<b>Total</b>
30-15-1 CRIMINAL DAMAGE TO PROPERTY	2
5-2D-3(B) POSSESSION OF LESS THAN 1oz OF..	1
WANTED PERSON WANTED PERSON	4
<b>Grand Total</b>	<b>7</b>

Frank Salois's time has previously been split 50% Code Enforcement and 50% Streets.

Frank will be moving to 100% Streets. Thus, we have a full time Code Enforcement Officer in Training Position open at this time.

Also, Building Maintenance is being moved to Planning and Zoning/Building Department. The Building Maintenance Position is not a new position, but currently there is no one in that position. Between moving Franks budgeted amount to streets (50%) , and moving the budget for building maintenance from Streets to Planning and Zoning/Building we will have to do a bar adjustment of 32,600 from streets to Planning and Zoning/Building to cover the costs.

Instead of having a person in Code Enforcement 50% of the year, we will now have a person full time.

We will also have a building maintenance person full time as well as a full time custodian. To date Bill has been trying to do both jobs, and has done a great job. It's just time to help him out a little, to where he is not scrambling to try to do both jobs. Bill will be able to focus on the Custodial duties and the new person will be able to focus on building maintenance.

EMPLOYEE	HOUR RATE	6 MONTHS	PERA-EE	PERA-ER	INS-EE	INS-ER	FED TAX	STATE TAX	FICA-EE	FICA-ER	MED-EE	MED-ER	WORKERS	FUTA	TOTAL
1/2 of Frank Salois	20.20	9696.00	1032.62	975.97	1890.60	7361.76	969.60	290.88	606.44	606.44	125.62	125.62	2491.87	420.00	19135.78
Code Enforcement	15.88	15244.80	1623.57	1455.88	1890.60	7361.76	1234.83	381.12	844.52	844.52	197.51	197.51	152.45	420.00	25524.46
Building & Grounds	14.81	14217.60	1514.17	1357.78	1890.60	7361.76	1151.63	355.44	787.61	787.61	184.20	184.20	3653.92	420.00	24328.95
		0.00	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTALS</b>		39,158.40	4,170.37	3,739.63	5,671.80	22,085.28	3,356.05	1,027.44	2,238.56	2,238.56	507.33	507.33	6,298.24	1,260.00	68,989.20

**Change in Streets Budget**

Remaining Budget	194,818.97					49,472.73			14,609.60						68,751.18	7,594.53	351,220.78
Less Expense as of 12/27	161,920.61					41,435.27			12,705.40						20,448.82	6,352.47	259,304.80
Difference	32,898.36					8,037.46			1,904.20						48,302.36	1,242.06	91,915.98
Less Frank Salois	23,202.36					675.70			1,172.14						45,810.49	822.06	72,780.20
Plus Building & Grounds	37,419.96					8,037.46			2,143.96						2,497.87	1,242.06	97,109.15

**Change in P & Z Budget**

Remaining Budget	56,884.05					12,885.16			4,276.96						3,230.48	2,575.43	84,497.32
Less Expense as of 12/27	56,508.95					12,440.84			4,397.04						2,621.52	1,853.57	83,631.68
Difference	375.10					444.32			(120.08)						608.96	721.86	965.64
Plus Frank Salois	10,071.10					7,806.08			611.98						3,100.83	1,141.86	20,101.42
Less Code Enforcement	(5,173.70)					444.32			(430.05)						2,948.38	721.86	(5,423.04)
Less Building & Grounds	(19,391.30)					(6,917.44)			(1,401.86)						(705.54)	301.86	(29,751.99)

**Proposed BAR**

From 29 to 20	20,000.00					7,100.00			1,500.00						800.00		32,600.00
---------------	-----------	--	--	--	--	----------	--	--	----------	--	--	--	--	--	--------	--	-----------



Village of Angel Fire  
Fire Department  
2015 Calendar  
Year End Report

# Village of Angel Fire Fire Department

P.O. Box 610

Angel Fire, New Mexico 87710

(575) 377-3347 FAX: (575) 377-6098



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# Village of Angel Fire Fire Department

P.O. Box 610

Angel Fire, New Mexico 87710

(575) 377-3347 FAX: (575) 377-6098



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## Introduction

The fire department is developing a strategic plan for the '16-'20 fiscal years. Many components were found to be interesting to our personnel. This is a brief of the data we have collected to create this plan. It amounts to a year end report which will eventually evolve into the Strategic Plan.

Important facts are listed below

Call volume has been increasing by 20% to 30% (293,410 and 569) each year since '13.

Volunteers have increased significantly by over 50%.

Started a Childrens one day Camp, teaching fire safety and basic first aid.

Have included members who are now confined space and trench rescue certified.

Started doing transfer to inquire its profitability.

We have add a Tracked UTV to our inventory. Used 3 times to help the County reach their repeater.

There is still much work to be completed. The department has a long ways to go. We appreciate the help and support we have received from the council and administration.



Village of Angel Fire Fire Department



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## **Mission Statement**

**To provide a professional, courteous service to the community of Angel Fire and surrounding area through fire prevention, education, prompt quality emergency medical services, and the conservation of life and property in the safest manner possible.**

# Village of Angel Fire Fire Department

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## Command Structure of the Fire Department

Fire Department command structure is broken down into branches with smaller groups. No one person will be in charge of more than seven people in an emergency situation. Each person will report only to one supervisor.

Overall responsibility and administration lies in the Department Head/Chief. As seen in the attached chart, the department is broken into four branches; Fire operations, Fire Prevention, Training and EMS. In the future, another branch will be added, Technical Rescue.

### Fire, Rescue or Hazardous Condition Operations:

#### **Command:**

Command will be in charge of the overall operation and safety of an incident. Command may or may not be on scene depending on the incident.

Command structure may utilize personnel from different areas such as police, depending on the type of incident.

A large scale incident may require the command staff to break into five other sections. These sections will include; Finance, logistics, Operations, Planning, Safety and Public Information. A large incident is not described in the following chart, but can be referenced in the Emergency Operations Plan.

#### **Fire/Rescue Operations:**

Fire Operations is divided into two groups; Structure and wildland. Structure focuses on structure fire suppression and interior attack. Wildland focuses on vegetative fires. These may include a large geographic area with multiple structures. Wildland will not do any interior attack unless geared for it and it does not consume extraordinary amount of resources for the value of the structure.

#### **Structure/Rescue Group:**

Structure is broken into three companies; Engine, Truck, and Rescue.

The engine company is responsible for interior operations such as, Extinguishing the fire and doing initial rescue of the public. Rescue of a person takes priority over all.

The truck company is responsible for exterior operations. This includes ventilation, exterior rescue of the public, setting up ladders, controlling utilities as well as building salvage.

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The rescue company is responsible for rescue of public from fire, vehicle, trench, confined space, HazMat, etc. This is a large area to cover and we do not have all aspects of a rescue company filled or enough personnel to specialize in each of these areas. This is a priority to get the proper training.

## WildLand Group:

Wildland fire fighting uses different tactics and equipment than structure fire fighting. The personal protective equipment is lighter and not as durable. The equipment is much smaller and more agile. This group was broken into smaller elements equivalent to companies in the structure group; the Engine Bosses, Tender (tanker) Operators and Crew Bosses.

Engine Bosses are responsible for their crew and the engine (fire truck). The Engine maybe as large as a structure engine used to protect a structure. These apparatus will be dedicated to structures, supply a hose line to crews or out on their own doing suppression activity.

Tender operators may be responsible for up to one additional personnel. Typically these apparatus supply water, but our FD uses a tactical tender (a tender with a fire water pump) which can be used as an engine for suppression activities.

Crew Bosses are in charge of hand crews of up to 20 or so personnel. They do all the "grunt" work from digging line to picking up trash after an incident.

## Training

Training personnel is extremely important, especially with volunteers who have a very limited amount of time. The personnel responsible will have to provide training for all the other branches and insure that requirements are met for ISO and EMS standards. A designated supervisor is required to insure training is kept up. This will help promote moral as well as increase the departments capability.

## EMS (Emergency Medical Service) Operations

### Command

Command is established to provide the EMS providers equipment and personnel for an incident. This may include initiating a medical helicopter transport, controlling a hazard, etc.

Lead EMT(Emergency Medical Technician) has overall control of patient care and is responsible for directing their subordinates in this care. Any additional resources will be requested through command.

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MCI (mass Casualty Incident) or Triage officer has the responsibility to determine the amount of patient care required for each patient when our EMS system is overwhelmed

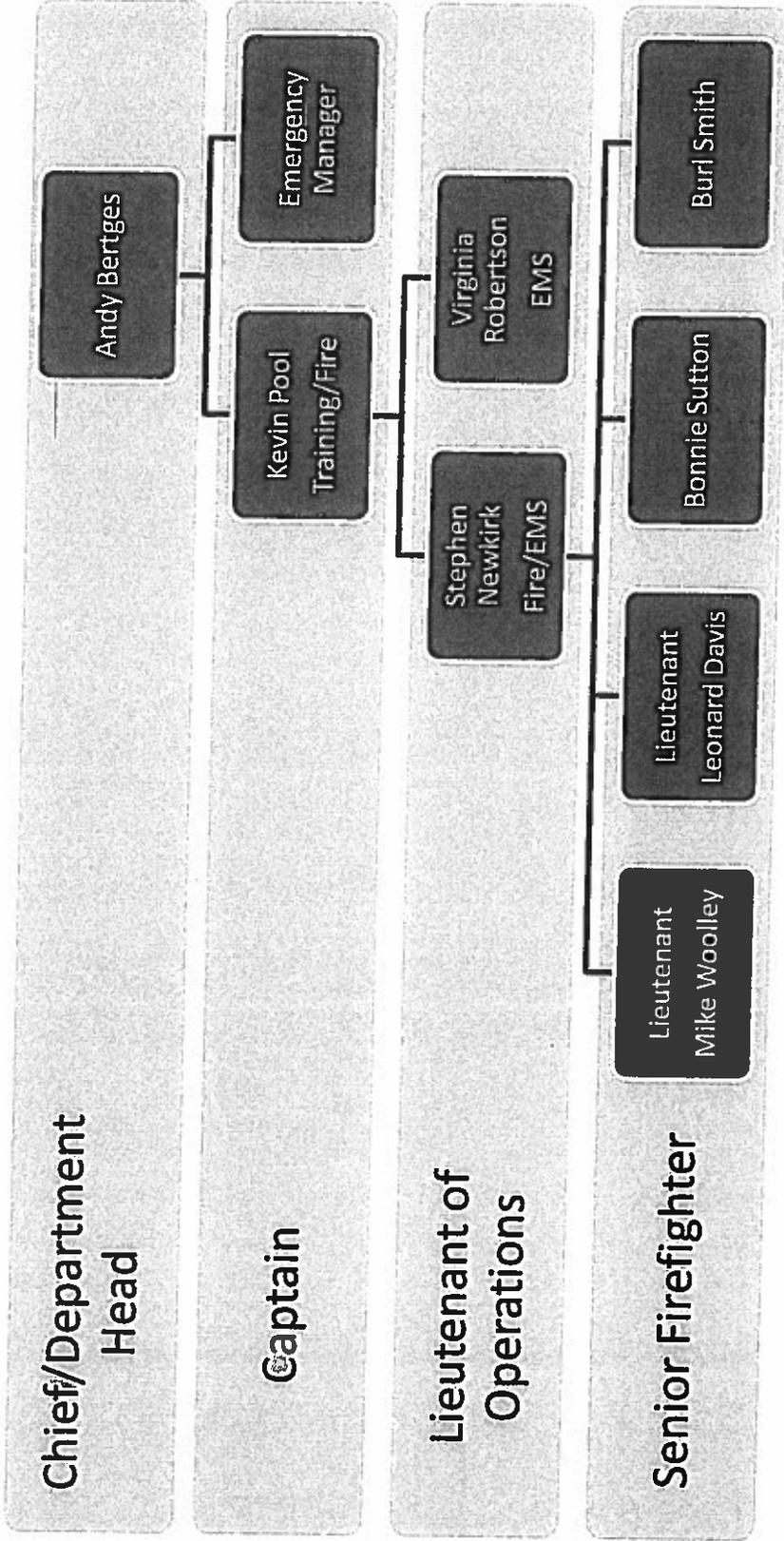
QA/QI (Quality Assurance/Quality Insurance) is a post incident duty where reports and incidents are reviewed to assure and insure the quality of care was the best possible. This responsibility includes review of reports as well as the overall incident. Report review include information provided, format, whether the proper procedure was conducted, etc. This position is the least glamorous, but a very important position.

## Fire Inspection/Prevention

These personnel are in charge of putting the Fire Department out of Business. The position requires inspections of occupancies to mitigate and prevent harm due to fire. This is done through the inspections and preplanning hazards of buildings.



# Chain of Command



Angel Fire Fire Dept. Personnel Roster

<u>Unit #</u>	<u>Name</u>	<u>Position</u>	<u>Phone #</u>	<u>Email</u>
35-10	Andy Bertges	Chief	505-603-0416	<a href="mailto:abertges@angelfirenm.gov">abertges@angelfirenm.gov</a>
35-15	Charles Wilson	Chaplain	505-919-8744	
35-16	Peggy Trott	Chaplain	432-770-3583	<a href="mailto:peggy_trott@yahoo.com">peggy_trott@yahoo.com</a>
35-17	Mike Sedillo	Chaplain		
35-18	Brain Nystrom	Chaplain	505-490-9649	
35-19	Linda Arceneaut	Chaplain	979-203-3093	<a href="mailto:lindaa.1943@yahoo.com">lindaa.1943@yahoo.com</a>
35-20	Kevin Pool	Captain	623-764-0483	<a href="mailto:kpool@angelfirenm.gov">kpool@angelfirenm.gov</a>
35-21	Mike Woolley	Lt.	505-204-8276	<a href="mailto:mwoo745862@aol.com">mwoo745862@aol.com</a>
35-22	Bubba Davis	Lt.	505-204-6547	<a href="mailto:bubcodavis@gmail.com">bubcodavis@gmail.com</a>
35-23	Tommy Newkirk	Lt.	505-554-9195	<a href="mailto:tnewkirk@angelfirenm.gov">tnewkirk@angelfirenm.gov</a>
35-25	Ginger Robertson	FF/EMT-P	830-708-2369	<a href="mailto:vrobertson@angelfirenm.gov">vrobertson@angelfirenm.gov</a>
35-26	Bonnie Sutton	FF/EMT-I	505-603-7426	<a href="mailto:bsutton@angelfirenm.gov">bsutton@angelfirenm.gov</a>
35-30	Bill Mason		575-377-6303	<a href="mailto:masonnewmex@q.com">masonnewmex@q.com</a>
35-31	Cindy Coss	EMT-I	575-595-1048	<a href="mailto:bob@bobsyard.com">bob@bobsyard.com</a>
35-32	Wende Woolley	EMT-B	575-377-0752	<a href="mailto:wenwool@aol.com">wenwool@aol.com</a>
35-33	Randy Smith	FF/EMT-B	505-501-1300	<a href="mailto:rsmith@angelfirenm.gov">rsmith@angelfirenm.gov</a>
35-34	Dale Jackson	FF/EMT-B	505-603-9436	<a href="mailto:dajackson@kitcarson.net">dajackson@kitcarson.net</a>
35-35	Char Hall	FF	575-595-0704	<a href="mailto:keyaunei@hotmail.com">keyaunei@hotmail.com</a>
35-36	Stephen Clegg	FF/EMT-I	501-352-6508	<a href="mailto:scleg@angelfirenm.gov">scleg@angelfirenm.gov</a>
35-37	Burl Smith	FF	505-603-7718	<a href="mailto:bsmith@angelfirenm.gov">bsmith@angelfirenm.gov</a>
35-38	Bert Brown	FF	620-260-8989	<a href="mailto:sab873@yahoo.com">sab873@yahoo.com</a>
35-39	Chuck Verry	FF/EMT-B	505-603-4476	<a href="mailto:chuckverry@msn.com">chuckverry@msn.com</a>
35-40	John Schafer	FF	505-429-1023	<a href="mailto:john958tug@gmail.com">john958tug@gmail.com</a>
35-41	Bob Koester	FF	512-848-0356	<a href="mailto:bobkoester88@yahoo.com">bobkoester88@yahoo.com</a>
35-42	Ben Beem	FF		
35-43	Austin Harvey	FF	972-841-7580	
35-44	Chris Goodwyn	FF	575-770-4970	<a href="mailto:cdgoodwyn@gmail.com">cdgoodwyn@gmail.com</a>
35-45	Jaci Thurmon	FF	254-661-8146	<a href="mailto:jacinda_thurmon@yahoo.com">jacinda_thurmon@yahoo.com</a>
35-46	Hattie Belichick	FF/EMT-B	321-474-5112	<a href="mailto:hattie4president@gmail.com">hattie4president@gmail.com</a>
35-47	Jessica Roach	EMT-B	505-412-5251	<a href="mailto:jess.roach@hotmail.com">jess.roach@hotmail.com</a>
35-48	Jarred Johnson	FF	330-770-3723	<a href="mailto:jarredjohnson1976@yahoo.com">jarredjohnson1976@yahoo.com</a>
35-49	Cory Breannen	FF	206-259-1733	<a href="mailto:craybrannan18@gmail.com">craybrannan18@gmail.com</a>
35-50	Sarah Camp	FF	262-327-6847	<a href="mailto:zarahcamp@gmail.com">zarahcamp@gmail.com</a>
35-51	John Blue	FF/EMT-B	205-826-3762	<a href="mailto:padidive842@yahoo.com">padidive842@yahoo.com</a>
35-52	Nicolas Pino	FF	575-377-5085	<a href="mailto:nickvigil2007@gmail.com">nickvigil2007@gmail.com</a>
35-53	Zuke Zerman	FF	405-517-9776	<a href="mailto:zuke6429@gmail.com">zuke6429@gmail.com</a>

VILLAGE OF ANGEL FIRE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2016

101-GENERAL FUND  
FIRE DEPARTMENT

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF YEAR COMPLETED:		
				TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>WAGES AND BENEFITS</b>						
101-26-41000 FULL-TIME EMPLOYEES	198,658	7,173.85	83,271.38	0.00	115,386.62	41.92
101-26-41002 TEMPORARY EMPLOYEES	15,423	1,609.40	21,614.57	0.00	( 6,191.57)	140.15
101-26-41003 TERMINAL LEAVE PAY	0	0.00	2,004.87	0.00	( 2,004.87)	0.00
101-26-41005 STANDBY DUTY PAY	20,999	1,050.04	11,587.60	0.00	9,411.40	55.18
101-26-41050 OVERTIME	6,682	2,048.09	13,779.03	0.00	( 7,097.03)	206.21
101-26-42000 FICA & MEDICARE TAXES	16,377	870.90	10,445.95	0.00	5,931.05	63.78
101-26-42030 PERA	38,034	0.00	17,859.05	0.00	20,174.95	46.96
101-26-42050 HEALTH CARE BENEFITS	53,220	3,851.16	21,941.68	0.00	31,278.32	41.23
101-26-42080 WORKERS' COMP ADMIN FEE	55	0.00	29.90	0.00	25.10	54.36
101-26-42081 WORKERS COMP INSURANCE	40,642	602.00	6,917.78	0.00	33,724.22	17.02
101-26-42085 UNEMPLOYMENT INSURANCE	<u>8,362</u>	<u>0.00</u>	<u>3,982.82</u>	<u>0.00</u>	<u>4,379.18</u>	<u>47.63</u>
TOTAL WAGES AND BENEFITS	398,452	17,205.44	193,434.63	0.00	205,017.37	48.55
<b>TRAVEL</b>						
101-26-43015 TRAVEL & TRAINING	0	0.00	0.00	0.00	0.00	0.00
101-26-43020 PER DIEM	0	0.00	0.00	0.00	0.00	0.00
101-26-43030 TRANSPORTATION (OIL & GAS)	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRAVEL	0	0.00	0.00	0.00	0.00	0.00
<b>PURCHASED PROPERTY SVCS</b>						
101-26-44010 REP/MAINT:BUILDING/STRUCTUR	0	0.00	0.00	0.00	0.00	0.00
101-26-44025 EQUIPMENT REPAIR & MAINTENA	0	0.00	0.00	0.00	0.00	0.00
101-26-44030 VEHICLE SUPPLIES & MAINTENA	0	0.00	0.00	0.00	0.00	0.00
101-26-44035 BUILDING SUPPLIES & MAINTEN	0	0.00	0.00	0.00	0.00	0.00
101-26-44040 REP/MAINT:EQUIPMENT/VEHICLE	0	0.00	0.00	0.00	0.00	0.00
TOTAL PURCHASED PROPERTY SVCS	0	0.00	0.00	0.00	0.00	0.00
<b>CONTRACTUAL SERVICES</b>						
101-26-45030 PROFESSIONAL SERVICES	25,500	0.00	2,187.13	2,512.13	20,800.74	18.43
101-26-45040 REPAIR/MAINT.:CONTRACTS	0	0.00	0.00	0.00	0.00	0.00
101-26-45900 OTHER CONTRACTUAL SERVICES	<u>26,000</u>	<u>0.00</u>	<u>13,408.45</u>	<u>0.00</u>	<u>12,591.55</u>	<u>51.57</u>
TOTAL CONTRACTUAL SERVICES	51,500	0.00	15,595.58	2,512.13	33,392.29	35.16
<b>SUPPLIES</b>						
101-26-46010 SUPPLIES - OFFICE	0	0.00	0.00	0.00	0.00	0.00
101-26-46012 INVENTORY SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
101-26-46015 SUPPLIES - FIELD	3,600	0.00	0.00	0.00	3,600.00	0.00
101-26-46020 SUPPLIES NON-CAPITAL FF&E	0	0.00	0.00	0.00	0.00	0.00
101-26-46022 WC MEDICAL EXP/REIMB	0	0.00	0.00	0.00	0.00	0.00
101-26-46030 SAFETY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
101-26-46040 UNIFORMS & LAUNDRY	0	0.00	0.00	0.00	0.00	0.00
101-26-46045 FOOD & BEVERAGE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	3,600	0.00	0.00	0.00	3,600.00	0.00

VILLAGE OF ANGEL FIRE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2016

206-STATE EMS  
EMS FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	% OF YEAR COMPLETED: 58.33	
					BUDGET BALANCE	% YTD BUDGET
<b>TRAVEL</b>						
206-10-43010 MILEAGE REIMBURSEMENT	250	0.00	10.05	0.00	239.95	4.02
206-10-43015 TRAVEL & TRAINING	0	0.00	0.00	0.00	0.00	0.00
206-10-43020 PERDIEM	750	0.00	745.00	0.00	5.00	99.33
TOTAL TRAVEL	1,000	0.00	755.05	0.00	244.95	75.51
<b>PURCHASED PROPERTY SVCS</b>						
206-10-44030 VEHICLE SUPPLIES & MAINTENA	1,500	0.00	104.00	0.00	1,396.00	6.93
206-10-44040 REPAIR/MAINT:EQUIP-VEHICLE	0	0.00	0.00	0.00	0.00	0.00
TOTAL PURCHASED PROPERTY SVCS	1,500	0.00	104.00	0.00	1,396.00	6.93
<b>CONTRACTUAL SERVICES</b>						
206-10-45030 PROFESSIONAL SERVICES	0	0.00	( 88.00)	0.00	88.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	( 88.00)	0.00	88.00	0.00
<b>SUPPLIES</b>						
206-10-46005 BANK SERVICE CHARGE	0	0.00	0.00	0.00	0.00	0.00
206-10-46010 SUPPLIES - OFFICE	0	0.00	0.00	0.00	0.00	0.00
206-10-46011 TRAINING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
206-10-46012 INVENTORY SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
206-10-46015 SUPPLIES - FIELD	8,500	0.00	2,050.43	6,000.00	449.57	94.71
206-10-46020 SUPPLIES NON-CAPITAL FF&E	0	0.00	0.00	0.00	0.00	0.00
206-10-46022 MEDICAL EXPENSES	0	0.00	0.00	0.00	0.00	0.00
206-10-46025 TOOLS	5,500	0.00	0.00	570.40	4,929.60	10.37
206-10-46030 SAFETY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
206-10-46040 UNIFORMS & LAUNDRY	0	0.00	0.00	0.00	0.00	0.00
206-10-46900 OTHER SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	14,000	0.00	2,050.43	6,570.40	5,379.17	61.58
<b>OTHER OPERATING COSTS</b>						
206-10-47010 BANK SERVICE CHARGES	0	0.00	0.00	0.00	0.00	0.00
206-10-47040 EMPLOYEE TRAINING/EDUCATION	2,000	0.00	1,771.10	0.00	228.90	88.56
206-10-47055 MEDICAL & VACCINATIONS	300	0.00	0.00	0.00	300.00	0.00
206-10-47085 BOOKS PERIODICALS & SOFTWARE	0	0.00	0.00	0.00	0.00	0.00
206-10-47090 COMPUTERS/ IT EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
206-10-47100 SENSATIVE ITEMS	0	0.00	0.00	0.00	0.00	0.00
206-10-47140 DUES & SUBSCRIPTIONS	200	0.00	50.00	0.00	150.00	25.00
206-10-47160 UTILITIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER OPERATING COSTS	2,500	0.00	1,821.10	0.00	678.90	72.84
<b>CAPITAL PURCHASES</b>						
206-10-48020 EQUIPMENT & MACHINERY	14,917	0.00	0.00	14,017.00	900.00	93.97
TOTAL CAPITAL PURCHASES	14,917	0.00	0.00	14,017.00	900.00	93.97
<b>TOTAL EMS FUND</b>	<b>33,917</b>	<b>0.00</b>	<b>4,642.58</b>	<b>20,587.40</b>	<b>8,687.02</b>	<b>74.39</b>

VILLAGE OF ANGEL FIRE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2016

209-STATE FIRE PROTECTION  
STATE FIRE PROTECTION

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	% OF YEAR COMPLETED:	
					BUDGET BALANCE	% YTD BUDGET
<b>TRAVEL</b>						
209-10-43010 MILEAGE REIMBURSEMENT	1,500	0.00	0.00	0.00	1,500.00	0.00
209-10-43015 TRAVEL & TRAINING	0	0.00	0.00	0.00	0.00	0.00
209-10-43020 PER DIEM	4,000	0.00	1,380.00	0.00	2,620.00	34.50
TOTAL TRAVEL	5,500	0.00	1,380.00	0.00	4,120.00	25.09
<b>PURCHASED PROPERTY SVCS</b>						
209-10-44010 REP/MAINT:BUILDING/STRUCTUR	5,000	0.00	0.00	0.00	5,000.00	0.00
209-10-44025 EQUIPMENT REPAIR & MAINTENA	4,500	0.00	0.00	3,075.30	1,424.70	68.34
209-10-44030 VEHICLE SUPPLIES & MAINTENA	10,000	0.00	3,228.56	3,686.92	3,084.52	69.15
209-10-44035 BUILDING SUPPLIES & MAINTEN	1,500	0.00	155.81	444.19	900.00	40.00
209-10-44040 REP/MAINT:EQUIPMENT/VEHICLE	0	0.00	485.14	0.00	485.14	0.00
TOTAL PURCHASED PROPERTY SVCS	21,000	0.00	3,869.51	7,206.41	9,924.08	52.74
<b>CONTRACTUAL SERVICES</b>						
209-10-45900 OTHER CONTRACTUAL SERVICES	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL CONTRACTUAL SERVICES	2,000	0.00	0.00	0.00	2,000.00	0.00
<b>SUPPLIES</b>						
209-10-46010 SUPPLIES - OFFICE	3,000	0.00	0.00	0.00	3,000.00	0.00
209-10-46011 TRAINING SUPPLIES	2,000	0.00	230.62	0.00	1,769.38	11.53
209-10-46015 SUPPLIES - FIELD	6,500	0.00	2,976.90	679.37	2,843.73	56.25
209-10-46020 SUPPLIES NON-CAPITAL FF&E	2,000	0.00	331.20	0.00	2,331.20	16.56
209-10-46025 TOOLS	7,000	0.00	0.00	3,749.25	3,250.75	53.56
209-10-46030 SAFETY EQUIPMENT	12,000	0.00	2,061.25	427.00	9,511.75	20.74
209-10-46040 UNIFORMS & LAUNDRY	5,500	0.00	479.97	2,648.32	2,371.71	56.88
209-10-46045 FOOD & BEVERAGE	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL SUPPLIES	40,000	0.00	5,417.54	7,503.94	27,078.52	32.30
<b>OTHER OPERATING COSTS</b>						
209-10-47000 GRANT MATCH FUNDS	2,000	0.00	0.00	0.00	2,000.00	0.00
209-10-47010 BANK SERVICE CHARGES	0	0.00	0.00	0.00	0.00	0.00
209-10-47040 EMPLOYEE TRAINING/EDUCATION	6,000	0.00	2,300.00	0.00	3,700.00	38.33
209-10-47055 MEDICAL & VACCINATIONS	0	0.00	0.00	0.00	0.00	0.00
209-10-47060 INSURANCES	5,000	0.00	0.00	4,524.00	476.00	90.48
209-10-47090 COMPUTERS/IT	0	0.00	0.00	0.00	0.00	0.00
209-10-47140 DUES, REGISTRATIONS & SUBSC	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER OPERATING COSTS	13,500	0.00	2,300.00	4,524.00	6,676.00	50.55
<b>CAPITAL PURCHASES</b>						
209-10-48010 BUILDINGS & STRUCTURES	255,103	0.00	11,880.00	11,830.00	231,393.00	9.29
209-10-48020 EQUIPMENT & MACHINERY	10,000	0.00	5,194.00	0.00	4,806.00	51.94
209-10-48055 HEAVY EQUIPMENT/VEHICLES	30,500	0.00	23,203.00	4,670.66	2,626.34	91.39
209-10-48065 COMPUTERS & OFFICE EQUIPMEN	2,500	0.00	0.00	0.00	2,500.00	0.00
TOTAL CAPITAL PURCHASES	298,103	0.00	40,277.00	16,500.66	241,325.34	19.05
<b>TOTAL STATE FIRE PROTECTION</b>	<b>380,103</b>	<b>0.00</b>	<b>53,244.05</b>	<b>35,735.01</b>	<b>291,123.94</b>	<b>23.41</b>

# Village of Angel Fire Fire Department

P.O. Box 610

Angel Fire, New Mexico 87710

(575) 377-3347 FAX: (575) 377-6098



## SWOT

### Strengths-Weaknesses-Opportunities-Threats

#### Strengths

Relationship with City Manager's Office and elected officials

Strong public image

Good rapport with Human Resources and Budget Department and other City departments

Administration conscious of the department's well-being

ISO rating drop from a 7 to a 5

Talented and diverse staff (outside skills are brought to the table) and experienced command staff

Start of an effective training program (outside instructing and internal)

Good labor/management relation

Full ALS department

Progressive and motivated staff

EMS Coordinator in-house trainings

A good idea is a good idea no matter where it comes from mind set

We have a good relation with our surrounding departments

Set realistic goals that we can achieve

Recover well from economic adversity/ability to maintain performance during hard times

Adapt/ability to come up with solutions

Recognize strengths of personnel and utilize them

We do a great job of EMS delivery

Open to change

Many opportunities for all levels

Drive for personal development-involvement in training

Our internal culture allows for interagency cooperation

Approximately 80% of personnel are EMT's

Tracked UTV vehicle for snow related emergencies.

Excellent customer service

Improved morale

Automatic Aid with our surrounding departments

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## Weaknesses

Recruitment is a challenge (mainly tourist and seldom see anyone stay for more than 5 yrs)  
Frontline apparatus aging showing wear with increasing maintenance issues  
Limited financial resources that allow growth of the department  
Communication systems outdated  
Challenges with IT (Information Technology), Human Resources and Procurement internal processes  
Dependency on other departments to accomplish tasks  
Inability to hire in critical areas  
Lack of personnel  
Inability to train out of City limits  
Lack of training facility  
Lack of storage area for equipment  
Not consistent with rapid response time during all times of the day  
Turnaround of PM (preventive maintenance)  
Equal enforcement of SOG's department wide  
Lack of water rescue resources  
Apparatus maintenance  
Dissemination of information  
Aging facilities; lack of space at Stations 1 and 3  
Lack of employee recognition  
Big enough (During peak tourist influx) to have higher risks, but too small to provide the most adequate service/Equipment  
Need for a department Public Information Officer  
Use of local media to market the department  
Need to use data collection to communicate needs to public  
Need training to maintain ideal response times  
Turnout time  
Lack of long term training plans (>than 1 year)  
Succession planning  
Lack of full-time personnel to compliment the schedule. Over budget on overtime for fiscal year 2015  
Lack of fire codes and enforcement  
Diminished involvement with regional/state-wide organizations  
Lack of stations on each side of the valley  
Large amount of volunteer turn over  
Volunteer training  
Weak record keeping  
Poor GIS and pre plans for commercial buildings

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## Opportunities

Village Administration and elected officials recognize importance of delivering excellent customer service

Ability to re-emphasize values that make us an excellent department

Mutual Aid partnership

Grant matching money

Public Education outreach to community and residents

Structure fire surveys and pre plans to improve services

Continue working on the training center to allow expansion

Regionalization of Special Ops resources, training

Reaching out to neighborhood community

More feedback opportunities i.e. articles, websites, social media

Stay current with new technology

Work with State Fire Marshal's Office

Increased visibility of Fire Dept Chaplain

Community Support

Social networking presence

Contributions to media outlets (TV, radio, papers)

New dispatch/GIS mapping/GPS

City-wide facility needs study

USAR

Involvement with Incident Management Team

Public Utilities

Accreditation

## Threats

Code standards (i.e. state mandated) that do not allow older buildings to be brought to code.

Manmade (i.e. terrorism) and natural disasters (i.e. wildfire, snow storms, power outages, drought)

Limited space for expansion

Decline of structure fire experience

Personnel safety (externally) due to call types

Expectations not consistent with the mission and vision of the department

Lack of buy-in by business on fire safety

Decreasing quality of some building materials

Potential loss of communications with mutual aid departments

Any loss of community trust

High-hazard occupancies

Associations and agencies with opposing agendas (to fire/life safety)

Angel Fire Fire Department

575-377-3347 (Station)

575-377-6098 (Fax)

POB 610

Angel Fire, NM 87710

# Village of Angel Fire Fire Department

P.O. Box 610

Angel Fire, New Mexico 87710

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## Goal

### One year Goals:

- Improve Training- Finish training tower
- All personnel to FFI
- Start programs to replace 3560 (structure Engine) and 3575 (Rescue truck)
- Increase EMS/Fire instructors by 2
- Finish Hazard Mitigation Plan, CWPP and Emergency Operation Plan
- Remodel Station 1 exterior to match with the Resorts improvements
- Remodel remaining office at Station 1
- Start Electronic pre plans finish ½ of commercial buildings
- Continue Wildland structure pre plan- complete 30%
- Scrutinize a transfer service for additional revenue
- All business to be trained in at least hands only CPR
- Start a drug and alcohol programs
- Continue Mini FireEMS Boot Camp for the kids
- Finish Station 3 plans

### One to five year goals:

- Replace Struc Eng 3560, Struc/ Wildland ENG 3570, Wildland Eng 3571, Wildland Eng 3572, Rescue 3575, Ambulance 2378
- Equip our trench and confined space technicians
- Build new Station 3
- Complete all electronic commercial preplans
- Improve our vehicle maintenance program
- Start a 24hr shifts with volunteer and paid staffing
- Increase wages to be the best in the area while decreasing the costs to the Village, by utilizing a transfer service
- Increase Fire Code enforcement/inspections
- Create a region wide Special Operation Rescue unit
- Finish the training grounds
- Have a self sustained Drug and Alcohol program
- Include CO monitors in new construction and all rental properties

# Village of Angel Fire Fire Department

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## Five to Ten year goals:

New stations in the Aspens and Valley of the Utes

Expand Station 1 to include the Ladder/Platform truck

Drop ISO rating to a 3

Have a set vehicle replacement program

Have an exceptional training facility and instructors to be able to teach in this region

Incident Type Report (Summary)  
From 01/01/15 To 12/31/15  
Report Printed On: 01/12/2016

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
<b>1 Fire</b>						
Building fire (111)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Forest, woods or wildland fire (141)	3	0.53%	\$0.00	\$0.00	\$0.00	0.00%
Dumpster or other outside trash receptacle fire (154)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
	<b>5</b>	<b>0.89%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>						
Rescue, EMS incident, other (300)	23	4.04%	\$0.00	\$0.00	\$0.00	0.00%
Medical assist, assist EMS crew (311)	6	1.05%	\$0.00	\$0.00	\$0.00	0.00%
Emergency medical service, other (320)	136	23.90%	\$0.00	\$0.00	\$0.00	0.00%
EMS call, excluding vehicle accident with injury (321)	151	26.54%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	14	2.46%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with no injuries. (324)	6	1.05%	\$0.00	\$0.00	\$0.00	0.00%
Search for person on land (341)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Extrication, rescue, other (350)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Extrication of victim(s) from vehicle (352)	3	0.53%	\$0.00	\$0.00	\$0.00	0.00%
Rescue or EMS standby (381)	5	0.88%	\$0.00	\$0.00	\$0.00	0.00%
	<b>346</b>	<b>60.81%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>						
Hazardous condition, other (400)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Gasoline or other flammable liquid spill (411)	3	0.53%	\$0.00	\$0.00	\$0.00	0.00%
Gas leak (natural gas or LPG) (412)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide incident (424)	7	1.23%	\$0.00	\$0.00	\$0.00	0.00%
Electrical wiring/equipment problem, other (440)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Building or structure weakened or collapsed (461)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
	<b>14</b>	<b>2.48%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>5 Service Call</b>						
Service Call, other (500)	2	0.35%	\$0.00	\$0.00	\$0.00	0.00%
Ring or jewelry removal (512)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	4	0.70%	\$0.00	\$0.00	\$0.00	0.00%
Public service assistance, other (550)	93	16.34%	\$0.00	\$0.00	\$0.00	0.00%
Assist police or other governmental agency (551)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Public service (553)	37	6.50%	\$0.00	\$0.00	\$0.00	0.00%
Cover assignment, standby, moveup (571)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
	<b>139</b>	<b>24.43%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>						
Good Intent call, other (600)	3	0.53%	\$0.00	\$0.00	\$0.00	0.00%
Dispatched and cancelled en route (611)	2	0.35%	\$0.00	\$0.00	\$0.00	0.00%
No incident found on arrival at dispatch address (622)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Authorized controlled burning (631)	2	0.35%	\$0.00	\$0.00	\$0.00	0.00%
HazMat release investigation w/no HazMat (671)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
	<b>9</b>	<b>1.59%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>						
False alarm or false call, other (700)	35	6.15%	\$0.00	\$0.00	\$0.00	0.00%
Local alarm system, malicious false alarm (715)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
System malfunction, other (730)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	4	0.70%	\$0.00	\$0.00	\$0.00	0.00%
Unintentional transmission of alarm, other (740)	1	0.18%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation, no fire - unintentional (743)	2	0.35%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	2	0.35%	\$0.00	\$0.00	\$0.00	0.00%
	<b>46</b>	<b>8.09%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>9 Special Incident Type</b>						
Special type of incident, other (900)	2	0.35%	\$0.00	\$0.00	\$0.00	0.00%
	<b>2</b>	<b>0.35%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Not Recorded</b>						
Not Recorded	8	1.41%	\$0.00	\$0.00	\$0.00	0.00%
	<b>8</b>	<b>1.41%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Total Incident Count:</b>	<b>569</b>			<b>Total Est. Loss:</b>	<b>\$0.00</b>	

Search Criteria	
Dates	From 01/01/2015 To 12/31/2015 (mm/dd/yyyy)
Service	Angel Fire EMS
Staff	All
Apparatus	All
Station	All
Alarm Type	All

Incident Type Report (Summary)  
 From 01/01/14 To 12/31/14  
 Report Printed On: 01/08/2016

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
<b>1 Fire</b>						
Building fire (111)	4	0.98%	\$1,000.00	\$50.00	\$1,050.00	100.00%
Cooking fire, confined to container (113)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Natural vegetation fire, other (140)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
Forest, woods or wildland fire (141)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
Grass fire (143)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Dumpster or other outside trash receptacle fire (154)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
<b>3 Rescue &amp; Emergency Medical Service Incident</b>						
Rescue, EMS incident, other (300)	16	3.90%	\$0.00	\$0.00	\$0.00	0.00%
Medical assist, assist EMS crew (311)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Emergency medical service, other (320)	197	48.05%	\$0.00	\$0.00	\$0.00	0.00%
EMS call, excluding vehicle accident with injury (321)	32	7.80%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Search for person on land (341)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Rescue or EMS standby (381)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
<b>4 Hazardous Condition (No Fire)</b>						
Gas leak (natural gas or LPG) (412)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide incident (424)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Vehicle accident, general cleanup (463)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
<b>5 Service Call</b>						
Service Call, other (500)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
Public service assistance, other (550)	17	4.15%	\$0.00	\$0.00	\$0.00	0.00%
Assist police or other governmental agency (551)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Public service (553)	89	21.71%	\$0.00	\$0.00	\$0.00	0.00%
Assist invalid (554)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
Cover assignment, standby, moveup (571)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
<b>6 Good Intent Call</b>						
Dispatched and cancelled en route (611)	3	0.73%	\$0.00	\$0.00	\$0.00	0.00%
Authorized controlled burning (631)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
EMS call, partly transported by non-fire agency (651)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
<b>7 False Alarm &amp; False Call</b>						
False alarm or false call, other (700)	19	4.63%	\$0.00	\$0.00	\$0.00	0.00%
System malfunction, other (730)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	2	0.49%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation, no fire - unintentional (743)	3	0.73%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide detector activation, no CO (746)	1	0.24%	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Incident Count: 410</b>						
					<b>Total Est. Loss:</b>	<b>\$1,050.00</b>

Search Criteria	
Dates	From 01/01/2014 To 12/31/2014 (mm/dd/yyyy)
Service	Angel Fire EMS
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	All

↓ Report Description

# Incident Type Report (Summary)

Incident Type Report (Summary)  
 From 01/01/13 To 12/31/13  
 Report Printed On: 01/06/2016

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
<b>1 Fire</b>						
Building fire (111)	1	0.34%	\$80,000.00	\$12,000.00	\$72,000.00	35.64%
Fire in mobile home used as fixed residence (121)	1	0.34%	\$30,000.00	\$10,000.00	\$40,000.00	19.80%
Aircraft fire (135)	1	0.34%	\$50,000.00	\$5,000.00	\$55,000.00	27.23%
Forest, woods or wildland fire (141)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish fire, other (150)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Special outside fire, other (160)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Outside equipment fire (162)	1	0.34%	\$0.00	\$35,000.00	\$35,000.00	17.33%
<b>3 Rescue &amp; Emergency Medical Service Incident</b>	<b>7</b>	<b>2.38%</b>	<b>\$140,000.00</b>	<b>\$62,000.00</b>	<b>\$202,000.00</b>	<b>100.00%</b>
Rescue, emergency medical call (EMS), other (30)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Rescue, EMS Incident, other (300)	28	9.56%	\$0.00	\$0.00	\$0.00	0.00%
Medical assist, assist EMS crew (311)	2	0.68%	\$0.00	\$0.00	\$0.00	0.00%
Emergency medical service, other (320)	101	34.47%	\$0.00	\$0.00	\$0.00	0.00%
EMS call, excluding vehicle accident with injury (321)	43	14.88%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	2	0.68%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle/pedestrian accident (MV Ped) (323)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with no injuries (324)	2	0.68%	\$0.00	\$0.00	\$0.00	0.00%
Search for person on land (341)	2	0.68%	\$0.00	\$0.00	\$0.00	0.00%
Ice rescue (362)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
<b>4 Hazardous Condition (No Fire)</b>	<b>183</b>	<b>62.45%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
Toxic condition, other (420)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide incident (424)	5	1.71%	\$0.00	\$0.00	\$0.00	0.00%
Overheated motor (442)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
<b>5 Service Call</b>	<b>7</b>	<b>2.39%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
Person in distress, other (510)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Public service assistance, other (550)	17	5.80%	\$0.00	\$0.00	\$0.00	0.00%
Public service (563)	4	1.37%	\$0.00	\$0.00	\$0.00	0.00%
<b>6 Good Intent Call</b>	<b>22</b>	<b>7.51%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
Good intent call, other (600)	5	1.71%	\$0.00	\$0.00	\$0.00	0.00%
Dispatched and cancelled en route (611)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
<b>7 False Alarm &amp; False Call</b>	<b>6</b>	<b>2.05%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
False alarm or false call, other (700)	11	3.75%	\$0.00	\$0.00	\$0.00	0.00%
Malicious, mischievous false call, other (710)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation, no fire - unintentional (743)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Detector activation, no fire - unintentional (744)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	1	0.34%	\$0.00	\$0.00	\$0.00	0.00%
<b>Not Recorded</b>	<b>18</b>	<b>5.45%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
Not Recorded	52	17.75%	\$0.00	\$0.00	\$0.00	0.00%
	52	17.75%	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Incident Count:</b>	<b>293</b>				<b>Total Est. Loss:</b>	<b>\$202,000.00</b>

Search Criteria	
Dates	From 01/01/2013 To 12/31/2013 (mm/dd/yyyy)
Service	Angel Fire EMS
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	All

Report Description



Ambulance Run Data Report  
 Angel Fire EMS  
 From 01/01/15 To 12/31/15  
 Total Number of Runs Based on Search Criteria: 372

**Runs by City**

City	# of Runs	% of Runs
ANGEL FIRE	327	87.90%
EAGLE NEST	30	8.06%
GUADALUPITA	1	0.27%
Ocate	1	0.27%
Taos	10	2.69%
Unknown	3	0.81%
<b>Total</b>	<b>372</b>	<b>100%</b>

**Times of Call**

Time Period	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total	Percentage
0000 - 0300	4	1	1	3	1	2	5	17	4.57%
0300 - 0600	2	1	2	2	1	3	0	11	2.96%
0600 - 0900	8	3	3	5	3	4	1	27	7.26%
0900 - 1200	10	5	9	4	9	3	18	58	15.59%
1200 - 1500	11	15	10	7	11	12	17	83	22.31%
1500 - 1800	15	7	8	4	13	12	11	68	18.28%
1800 - 2100	5	7	2	6	9	14	22	65	17.47%
2100 - 2400	3	2	4	4	9	2	5	29	7.80%
Unknown	3	2	2	1	1	2	3	14	3.76%
<b>Total</b>	<b>61</b>	<b>43</b>	<b>39</b>	<b>38</b>	<b>57</b>	<b>54</b>	<b>82</b>	<b>372</b>	<b>100%</b>

**Call Volume by Day of Week**

**Call Volume by Hour of Day**

**Runs by Provider Impression**

Provider Impression	# of Times	% of Times
Abdominal Pain/Problems	13	3.49%
Allergic Reaction	4	1.08%
Altered Level of Consciousness	8	1.81%
Asthma	2	0.54%
Back Pain (Non-Traumatic)	2	0.54%
Behavioral/Psychiatric Disorder	10	2.69%
Cardiac Arrest	4	1.08%
Cardiac Rhythm Disturbance	5	1.34%
Chest Pain/Discomfort	25	6.72%
CHF (Congestive Heart Failure)	1	0.27%
COPD (Emphysema/Chronic Bronchitis)	1	0.27%
Dehydration	4	1.08%
Diabetic Hyperglycemia	3	0.81%

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## New Mexico EMS State Bridge

Fever	4	1.08%
G.I. Bleed	2	0.54%
General Malaise	4	1.08%
Headache	4	1.08%
Hypertension	5	1.34%
Nausea/Vomiting (Unknown Etiology)	1	0.27%
No Apparent Illness/Injury	21	5.65%
Not Applicable	11	2.98%
Obvious Death	3	0.81%
Other	13	3.49%
Other Cardiovascular Problem	4	1.08%
Other CNS Problem	1	0.27%
Other Illness/Injury	7	1.88%
Other OB/Gyn	1	0.27%
Pain	26	6.99%
Patient Assist Only	1	0.27%
Poisoning/Drug Ingestion	14	3.76%
Respiratory Distress	19	5.11%
Seizure	8	1.61%
Sepsis	1	0.27%
Stroke/CVA	3	0.81%
Syncope/Fainting	2	0.54%
Toxic Exposure	1	0.27%
Traumatic Injury	89	23.92%
Unconscious	2	0.54%
Weakness	6	1.61%
Unknown	34	9.14%
<b>Total</b>	<b>372</b>	<b>100%</b>

## Runs by Dispatch Reason

Dispatch Reason	# of Times	% of Times
Abdominal Pain	10	2.69%
Altered Mental Status	8	2.15%
Anaphylactic Reaction	3	0.81%
Animal Bite	1	0.27%
Assault	4	1.08%
Auto vs. Pedestrian	1	0.27%
Back Pain (Non-Traumatic/Non-Recent Trauma)	3	0.81%
Breathing Problem	31	8.33%
Cardiac Arrest	1	0.27%
Chest Pain	27	7.26%
Choking	1	0.27%
CO Poisoning/Hazmat	18	4.84%
Diabetic Problem	2	0.54%
Eye Problem / Injury	2	0.54%
Fall Victim	33	8.87%
Fire Standby	14	3.76%
Headache	2	0.54%
Industrial Accident/Inaccessible Incident/Other Entrapments (Non-Vehicle)	2	0.54%
Ingestion/Poisoning	1	0.27%
Machinery/equipment Injury	1	0.27%
Medical Alarm	2	0.54%
Medical Transport	2	0.54%
Not Applicable	23	6.18%
Other	16	4.30%
Overdose	3	0.81%
Pain	11	2.98%
Psychiatric Problems	9	2.42%
Respiratory Arrest	1	0.27%
Seizure/Convulsions	7	1.88%
Sick Person	29	7.80%
Standby	3	0.81%
Stroke/CVA	6	1.61%
Traffic/Transportation Accident	23	6.18%
Transfer/Interfacility/Palliative Care	2	0.54%
Traumatic Injury	58	15.59%
Unconscious/Fainting	9	2.42%
Unknown Problem/Man Down	2	0.54%
Unknown	1	0.27%
<b>Total</b>	<b>372</b>	<b>100%</b>

## Runs by Cause of Injury

Cause of Injury	# of Runs	% of Runs
Aircraft Related Accident	1	0.27%
Assault	2	0.54%
Bicycle Accident	11	2.96%
Bites	1	0.27%
Cut/Pierce	2	0.54%
Explosion	1	0.27%
Falls	47	12.63%
Fire and Flames	1	0.27%
Foreign body entering eye/orifice	1	0.27%
Motor Vehicle Non-Traffic Accident	1	0.27%
Motor Vehicle Traffic Accident	10	2.69%
Motor Vehicle vs Pedestrian Accident	1	0.27%

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## New Mexico EMS State Bridge

Not Applicable	14	3.78%
Other Injury	7	1.88%
Struck by Blunt/Thrown Object (E968.2)	3	0.81%
Unknown	264	70.97%
<b>Total</b>	<b>372</b>	<b>100%</b>

## Procedure Administered

Procedure Name	#	%
12 Lead ECG	28	6.99%
AED-ERU	1	0.27%
Airway-BVM	2	0.54%
Airway-Combitube	1	0.27%
Airway-Nasopharyngeal	1	0.27%
Airway-Nebulizer Treatment	1	0.27%
Airway-Suctioning	1	0.27%
Assessment-Adult	23	6.18%
Assessment-Pediatric	6	1.61%
Blood Glucose Analysis	55	14.78%
Carbon Monoxide Monitoring Device	10	2.69%
Cardiac Monitor	34	9.14%
Cervical Spinal Immobilization - Rigid Collar	11	2.96%
Cold Pack	3	0.81%
CPR -Cardiopulmonary Resuscitation	2	0.54%
Defibrillation-Automated (AED)	1	0.27%
Defibrillation-Manual	1	0.27%
Extrication	1	0.27%
Hot Pack	2	0.54%
Orthostatic Blood Pressure Measurement	1	0.27%
Pain Measurement	2	0.54%
Pulse Oximetry	3	0.81%
Saline Lock	1	0.27%
Spinal Assessment - No Deficits Noted	1	0.27%
Spinal Immobilization	18	4.84%
Splinting	10	2.69%
Stretcher	1	0.27%
Valsalva Maneuver	1	0.27%
Venous Access-Blood Draw	22	5.91%
Venous Access-Extremity	157	42.20%
Venous Access-Intraosseous Adult	1	0.27%
Wound Care	4	1.08%
Wound Care - Pressure Dressing	1	0.27%
None	191	51.34%

## Medication Administered

Medication Name	#	%
Adenosine	3	0.81%
Albuterol Sulfate	9	2.42%
Amlodorone (Cordarone)	1	0.27%
Aspirin (ASA)	11	2.96%
Atropine Sulfate	1	0.27%
Atrovent (Ipratropium Bromide)	7	1.88%
Diphenhydramine (Benadryl)	4	1.08%
DuoNeb (0.5 Atrovent/3.0 Albuterol)	1	0.27%
Epinephrine 1:10,000	1	0.27%
Epinephrine 1:1000	2	0.54%
Fentanyl	56	15.05%
Methylprednisolone (Solu-Medrol)	3	0.81%
Midazolam (Versed)	2	0.54%
Morphine Sulfate	17	4.57%
Naloxone (Narcan)	1	0.27%
Nitroglycerin	13	3.49%
Normal Saline	67	18.01%
Ondansetron (Zofran)	81	21.77%
Other - Type-In	1	0.27%
Oxygen	14	3.76%
Oxygen (non-rebreather mask)	19	5.11%
Oxygen by Mask	1	0.27%
Oxygen by Nasal Cannula	87	23.39%
Oxygen by Nebulizer	2	0.54%
Oxygen by Positive Pressure Device	2	0.54%
Promethazine HCl (Phenergan)	9	2.42%
None	193	51.88%

## Average Run Mileage

To Scene	Miles	# of Runs	% of Runs
	0 - 5	305	81.99%
	6 - 10	26	6.99%
	11 - 15	23	6.18%
	16 - 20	3	0.81%
	> 20	10	2.69%
	Unknown	5	1.34%

New Mexico EMS State Bridge

To Destination	Miles	# of Runs	% of Runs
	0 - 5	130	34.95%
	6 - 10	5	1.34%
	11 - 15	1	0.27%
	16 - 20	5	1.34%
	> 20	201	54.03%
	Unknown	30	8.06%
<b>Total</b>		<b>372</b>	<b>100%</b>

Average Run Mileage	To Scene	
	To Destination	308
	<b>Total</b>	<b>-3</b>

Range of Mileage: Lowest = -11988 and Highest = 112009

**Average Run Times**

Enroute (Responding - Unit Notified Dispatched)				Response Time (Arrive Scene - Enroute)			
Minutes	# of Runs	% of Runs		Minutes	# of Runs	% of Runs	
0 - 1	150	40.32%		0 - 5	209	56.18%	
2 - 3	87	23.39%		6 - 10	79	21.24%	
4 - 5	40	10.75%		11 - 15	32	8.60%	
> 5	79	21.24%		> 15	30	8.06%	
Unknown	16	4.30%		Unknown	22	5.91%	
<b>Total</b>	<b>372</b>	<b>100%</b>		<b>Total</b>	<b>372</b>	<b>100%</b>	

Scene Time (Depart Scene - Arrive Scene)				Transport Time (Arrive Hospital - Depart Scene)			
Minutes	# of Runs	% of Runs		Minutes	# of Runs	% of Runs	
0 - 10	34	9.14%		0 - 5	7	1.88%	
11 - 20	84	22.58%		6 - 10	5	1.34%	
21 - 30	89	23.92%		11 - 15	3	0.81%	
> 30	59	15.86%		> 15	225	60.48%	
Unknown	106	28.49%		Unknown	132	35.48%	
<b>Total</b>	<b>372</b>	<b>100%</b>		<b>Total</b>	<b>372</b>	<b>100%</b>	

Hospital Time (Depart Hospital - Arrive Hospital)				Average Run Times	
Minutes	# of Runs	% of Runs			
0 - 5	5	1.34%		<b>Enroute</b>	00:03:49
6 - 10	1	0.27%		<b>To Scene</b>	00:06:25
11 - 15	4	1.08%		<b>At Scene</b>	00:25:45
> 15	230	61.83%		<b>To Destination</b>	00:40:13
Unknown	132	35.48%		<b>Back In Service</b>	01:08:07
<b>Total</b>	<b>372</b>	<b>100%</b>		<b>Total</b>	<b>02:22:19</b>

Range of Times: Lowest = 0 and Highest = 570

**Runs by Primary Role of Unit**

Primary Role of Unit	# of Times	% of Times
ALS Ground Transport	148	39.25%
BLS Ground Transport	25	6.72%
Ground EMS	22	5.91%
Non-Transport	22	5.91%
Other Transport	1	0.27%
Unknown	156	41.84%
<b>Total</b>	<b>372</b>	<b>100%</b>

**Runs by Location Type**

Location Type	# of Runs	% of Runs
Health Care Facility (clinic, hospital, nursing home)	39	10.48%
Home/Residence	133	35.75%
Other Location	4	1.08%
Place of Recreation or Sport	56	15.05%
Public Building (schools, gov, offices)	69	18.55%
Residential Institution (nursing home, jail/prison)	4	1.08%
Street or Highway	30	8.06%
Trade or Service (Business, bars, restaurants, etc.)	30	8.06%
Unspecified place	3	0.81%
Unknown	4	1.08%
<b>Total</b>	<b>372</b>	<b>100%</b>

**Runs by Gender**

Gender	# of Patients	% of Runs
Female	148	39.78%
Male	160	43.01%
Not Known	3	0.81%
Unknown	61	16.40%

**Average Patient Age (based on Date of Birth)**

Age	# of Runs	% of Runs
Less Than 1	2	0.54%
1 - 4	2	0.54%
5 - 9	14	3.76%
10 - 14	18	4.84%
15 - 19	30	8.06%
20 - 24	24	6.45%
25 - 34	30	8.06%
35 - 44	18	4.84%
45 - 54	42	11.29%
55 - 64	51	13.71%
65 - 74	50	13.44%
75 - 84	32	8.60%
85+	10	2.69%
Unknown	49	13.17%
<b>Total</b>	<b>372</b>	<b>100%</b>

Average Patient Age: 46

**Type of Destination**

Destination Type	# of Runs	% of Runs
Home	3	0.81%
Hospital	224	60.22%
Not Applicable	2	0.54%
Not Transported	8	2.15%
Nursing Home	1	0.27%
Other EMS Responder (Air)	11	2.98%
Unknown	123	33.06%
<b>Total</b>	<b>372</b>	<b>100%</b>

**Destination Determination**

Destination Determination	# of Runs	% of Runs
Closest Facility	212	56.99%
Family Choice	1	0.27%
Insurance Status	1	0.27%
Law Enforcement Choice	1	0.27%
Not Applicable	5	1.34%
Other	1	0.27%
Patient Choice	4	1.08%
Patient's Physician's Choice	5	1.34%
	-	0.00%

# Angel Fire Fire Department

(Updated Jan 2016)

## Mailing Address and Contact Information

Angel Fire Department  
P.O. Box 610  
Angel Fire, NM 87710

(575) 377-3347 Office  
(575)377-6098 Fax  
(575) 754-2333 Dispatch (non-emergent)

## Primary Administrative Contacts

Andrew Bertges, Chief  
Radio Unit #: *Angel Fire 3510*  
Email: [abertges@angelfirenm.gov](mailto:abertges@angelfirenm.gov)

(575) 377-3347 Work  
(505) 603-0416 Cell  
(575)377-3533 Home

Kevin Pool, Captain  
Radio Unit #: *Angel Fire 3520*  
Email: [kpool@angelfirenm.gov](mailto:kpool@angelfirenm.gov)

(575) 377-3347 Work  
(623) 764-0483 Cell

Tommy Newkirk, Lieutenant  
Radio Unit #: *Angel Fire 3523*  
Email: [tnewkirk@angelfirenm.gov](mailto:tnewkirk@angelfirenm.gov)

(575) 377-3347 Work  
(505) 554-9195 Cell

Michael Woolley, Lieutenant  
Radio Unit #: *Angel Fire 3521*  
Email: [mike@remax.net](mailto:mike@remax.net)

(575) 377-0562 Work  
(505) 204-8276 Cell  
(575) 377-0512 Home

Leonard "Bubba" Davis, Lieutenant  
Radio Unit #: *Angel Fire 3522*  
Email: [bubcodavis@yahoo.com](mailto:bubcodavis@yahoo.com)

(575) 377-0562 Work  
(505) 204-6547 Cell  
(575) 377-9456 Home

## Physician Medical Director

Lesla Fraker, MD

## Agency Description

Municipal Fire Department  
FDID No.  
EMS Bureau ID No.  
PRC No.

ISO Class 5  
07007  
105005  
15941

## Services Provided

- Structural Fire Suppression
- Wildfire Suppression
- ALS Transport Ambulance
- Light and Heavy Extrication
- Haz-Mat First Response
- Technical Rescue

## Jurisdiction Description:

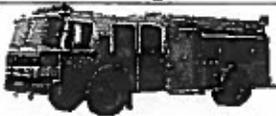
North: Fire - Hwy 64 / EMS County Road B6  
South: Fire - SR 434 @ Village Boundary / EMS - Colfax/Mora County Line  
East: Angel Fire Ski Resort  
West: Fire - Colfax/Taos County Line / EMS - Hwy 64 at mile marker 268

# Angel Fire Fire Department

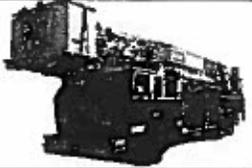
## Station Information

Station	Address/Location	Apparatus Assigned
AF Main Station	11 North Angel Fire Road Angel Fire, NM 87710 N 36° 23.32 x W 105° 17.80	<ul style="list-style-type: none"> <li>• Command 3510</li> <li>• Engine 3560</li> <li>• Engine 3571</li> <li>• Ambulance 2378</li> </ul>
AF Station #2	10 El Vado Way Angel Fire, NM 87710 N 36° 36.007 x W 105° 28.610	<ul style="list-style-type: none"> <li>• Engine 3573</li> <li>• Ladder 3580</li> <li>• Ambulance 2380</li> </ul>
AF Station #3	54 Flamingo Road N 36° 23.47 x W 105° 17.040	<ul style="list-style-type: none"> <li>• Engine 3570</li> <li>• Engine 3572</li> <li>• Tender 3565</li> <li>• Ambulance 2379</li> <li>• ATV's</li> </ul>

## Engines

Unit No.	Description	Image
Engine 3560	Type 1, 2x4 1988 E-One Cyclone 750 gal / 1500 gpm, CAFS 3 person crew (minimum)	
Engine 3570	Type 6, 4x4, 1995 Ford F-350 250 gal/ 750 gpm 2 person crew (minimum)	
Engine 3571	Type 6, 4x4, 2004 Ford F-550 350 gal / 250 gpm 2 person crew (minimum)	
Engine 3572	Type 6, 4x4 2007 Ford F-550 300 gal / 150 gpm 2 person crew (minimum)	
Engine 3573	Type 3, 4x4, 2010 International 500 gal / 1000 gpm 3 person crew (minimum)	

## Aerial Truck

Unit No.	Description	Image
Tower 3580	100' Aerial Platform 400 gal / 1500 gpm 2002 Pierce Dash 3 person crew (minimum)	

# Angel Fire Fire Department

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## Water Tenders

Unit No.	Description	Image
Tender 3565	Tactical Type 1 / Support Type 2 2008 Kenworth 2100 gal / 500 gpm 1 person crew (minimum)	

## Command Vehicles

Unit No.	Description	Image
3510	2005 4x4 Chevy Tahoe 4 person crew capable	

## Certified Ambulances

Unit No.	Description	Image
2378	Type 1, ALS, 2003 Ford F-450 4x4 Patient Capacity – 2 2 person crew (minimum)	
2379	Type III, ALS, 1995 Ford F-350 2x4 Patient Capacity – 2 2 person crew (minimum)	
2380	Type 1 (Heavy) Chevy Kodiak 4500 4x4 Patient Capacity – 2 2 person crew (minimum)	

## Other Equipment

Unit No.	Description	Image
ATV2	2000 Kawasaki 400	

## Radio Frequencies

Function	Repeater / Direct	Rx Freq	Tone	Tx Freq	Tone
Primary Dispatch	Angel Fire Pager	154.980	136.5	153.965	136.5
Command	Angel Fire Pager	154.980	136.5	153.965	136.5
Structural TAC	Structural TAC 5	154.205		154.205	
Wildfire TAC	TAC 1	168.050		168.050	
Taos Dispatch Center (Zone)	Cerro Vista Rptr	169.175		169.975	114.8

**STRUCTURE FIRE****FIRST ALARM**

RRD	Angel Fire	Engine 35-60
	Angel Fire	Ladder 35-80
	Angel Fire	Tender 35-65
	Angel Fire	Ambulance
	Moreno Valley	Engine 30-61
	Moreno Valley	Engine 30-65
	Eagle Nest	Engine 28-60
	Eagle Nest	Rescue 28-75

**Second Alarm**

RRD	Angel Fire	Engine 35-73
	Moreno Valley	Rehab 30-81
	Moreno Valley	Tender 30-62
TCD	Rio Fernando	Engine 4
	Taos	Ladder 1
RTM	Cimarron	Ambulance

**Hazardous Conditions**

<b>Fuel Spill (Gasoline or Diesel)</b>	Angel Fire Angel Fire	Engine 35-60 Engine 35-71
<b>Vehicle Fire</b>	Angel Fire Angel Fire	Engine 35-71 Tender 35-65
<b>Electrical Powerline Problem</b>	Angel Fire	Engine 35-60
<b>LPG or Natural Gas Leak</b>	Chief Officer Angel Fire	Engine 35-60
<b>Fireworks / Illegal Burning</b>	Angel Fire	Engine 35-71
<b>Carbon Monoxide Alarm</b>	Chief Officer Angel Fire Angel Fire	Engine 35-60 Ambulance
<b>Dumpster Fire</b>	Angel Fire	Engine 35-71
<b>Haz-Mat Incident</b>	Angel Fire Angel Fire	Engine 35-71 Ambulance
<b>Confined Space Entrapment</b>	Angel Fire Angel Fire	Engine 35-71 Ambulance
<b>Wilderness SAR/ Technical Rescue</b>	Angel Fire Angel Fire	Engine 35-71 Ambulance

**EMS****Standard EMS Response**

Angel Fire                      Ambulance

**Motor Vehicle Accident - Possible Injuries**

Angel Fire                      Ambulance  
 Angel Fire                      Ambulance  
 Angel Fire                      Engine 35-71  
 Law Enforcement Officer

**Motor Vehicle Accident NO Injuries**

Law Enforcement              LEO  
 (LEO may request Fire/EMS)

**Additional Ambulances**

Angel Fire                      Ambulance  
 Angel Fire                      Ambulance  
 Eagle Nest                      Ambulance  
 Red River                      Ambulance  
 Red River                      Ambulance  
 Taos County                      Ambulance  
 Taos County                      Ambulance

**Additional First Responder Resources**

Rio Fernando                      Squad 51  
 Taos Ski Valley                      Medic 311  
 Taos                                  Rescue 12

**Air Resources**

Careflight                      (dispatch)  
 Taos/Santa Fe/Durango              800-800-0900

(Additional Air Resources on Contact page)

DISPATCH Freq: AF PAGER

Red River Dispatch

# ANGEL FIRE

## WILDLAND FIRE

### Normal Response

RRD	{	Angel Fire	Engine 35-72
		Angel Fire	Engine 35-73
		Angel Fire	Tender 35-65
		Moreno Valley	Engine 30-70

### Additional Single Resources

Moreno Valley	Engine 30-70
Moreno Valley	Engine 30-73
Rio Fernando	Engine 2
Taos	Engine 10
Red River	Engine 3
Eagle Nest	Engine 28-70
Moreno Valley	Tender 30-65
Moreno Valley	Tender 30-67
Moreno Valley	Tender 30-66
Eagle Nest	Tender 28-65

### Wildfire notify:

State Forestry (Cimarron) and Taos Dispatch (Zone)  
(Phone numbers on Contact Page)

## High Risk WILDLAND FIRE

### First Alarm

RRD	{	Angel Fire	Engine 35-72
		Angel Fire	Engine 35-73
		Angel Fire	Tender 35-65
		Moreno Valley	Engine 30-73
		Moreno Valley	Engine 30-70
RTN	{	Moreno Valley	Tender 30-35
		Eagle Nest	Engine 28-70
		Eagle Nest	Tender 28-65

## EMS Non Routine Calls

Multiple Persons Injured	Angel Fire Angel Fire Law Enforcement Officer	Ambulance Ambulance Law Enforcement Officer
Unresponsive Patient	Angel Fire Angel Fire Law Enforcement Officer	Ambulance Engine 35-71 Law Enforcement Officer
Other <b>NON</b> Emergency customer requests <small>(Exc BP Check no other complaint)</small>	Angel Fire	Ambulance
Move Up & Cover	Eagle Nest <small>(Raton Dispatch)</small> Red River <small>(Red River Dispatch)</small> Taos County <small>(Taos Central)</small>	Ambulance Ambulance Ambulance
MCI Trailer	#1 Colfax County Trailer (20 pt) Contact Raton dispatch to contact Philmont FD	
	#2 Taos County Trailer (20 pt) Request Taos Central to notify County Emergency Manager	

## Special Call

<u>RESOURCE</u>	<u>Closest Unit</u>	
Ladder Truck	Red River Taos Raton	Tower 1 Ladder 1 Ladder 1780
Water Tenders	Angel Fire Moreno Valley Moreno Valley Rio Fernando Taos	Tender 35-65 Tender 30-65 Tender 30-66 Tender 1 Tender 2
Heavy Rescue	Eagle Nest Taos Wheeler Peak	Rescue 28-75 Rescue 12 Rescue 91
Mobile Breathing Air	Taos Taos Ski Valley	Rescue 12 Unit 311
Haz-Mat	Raton	Rescue 1775
Firefighter Rehab	Moreno Valley	Rehab 30-81
Mobile Communications	Moreno Valley	SAR 30-87
Rapid Intervention Team (RIT)	Red River	Engine 1
Colfax Co. Rapid Response <small>Personnel resource only no equipment</small>	<small>(Raton dispatch)</small>	CCRR

**COUNCIL AGENDA ITEM**  
**STAFF RECOMMENDATION**

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**MEETING DATE:** February 9, 2016

**TO:** Mayor / Council and Village Manager

**FROM:** Finance Department

**SUBJECT:** Approval of additional 2nd Quarter Budget Adjustment Request

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**Background/Facts:** Attached are several Budget Adjustment Request forms containing several needed changes to the 2015-2016 fiscal budget. These changes are the result of unanticipated and unbudgeted revenues and expenses that the Village has encountered in second quarter of the year.

**Alternatives:** Had these expenditures not been made a reduction of service to the residents and guest of the Village of Angel Fire would have occurred. Several of the requested changes are due to emergency situations and the expenses have already been expended.

1) **Financial Impact and Review:**

**Financial Impact:** Yes

**Budgeted Item:** \_\_\_yes \_\_\_X no

**Funding Source:** Some new revenues but primarily the carryover in cash.

**Finance Department Comments and Review:**

As long as the 2015-2016 revenues meet or exceed the budget amounts the net result of these expenditures will be a reduction in 2016-2017 carryover amounts in the applicable fund's cash balance.

  
Finance Manager's Signature

2) **Attached Documents:** Village of Angel Fire Second Quarter Budget Adjustment Request Forms

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3) **Staff's Recommended Motion:** Motion and Second to approve.

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4) **Village Manager's Recommendation:**

**Approval:** \_\_\_\_\_ **Disapproval:** \_\_\_\_\_ **other:** \_\_\_\_\_

**Manager's Comments:**

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**Signature:** \_\_\_\_\_  


**VILLAGE OF ANGEL FIRE  
RESOLUTION 2016-03**

**A RESOLUTION APPROVING THE BUDGET ADJUSTMENT REQUESTS  
FOR THE SECOND QUARTER OF THE 2016 FISCAL YEAR**

**WHEREAS**, the New Mexico Department of Finance and Administration requires that budget changes affecting the net revenues or expenses of a department or fund be approved by the Council and

**WHEREAS**, the Village of Angel Fire has incurred several increases in budgeted revenues and expenses in the second quarter of fiscal year 2016, and

**WHEREAS**, these changes in revenues and expense must be reported as part of the fiscal year 2016 quarterly report, and

**WHEREAS**, the purpose of these budget adjustment request are to accurately reflect the revenues and expenditures of the Village of Angel Fire.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Village of Angel Fire to approve the attached Budget Adjustment Request forms for the second quarter of fiscal year 2016:

**PASSED, ADOPTED AND APPROVED THIS 9th DAY OF FEBRUARY, 2016.**

---

Barbara Cottam, MAYOR

ATTEST:

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Terry Cordova, Village Clerk

MUNICIPALITY  
Village of Absoj Fire

ROUNDED TO NEAREST DOLLAR

Fiscal Year 2015-2018

RED - DEFICIT

DFA Approval Date	DFA Memo Number	Version of Approved Memo	DFA Fund Title	DFA Project Number	UNAUDITED BEGINNING CASH BALANCE @ 12/31	AUDIT ADJUSTMENTS TO BEGINNING CASH BALANCES	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
12/08/15	15-144	2015-20	GENERAL FUND - Operating (GF)	181	\$1,200,713	\$0	\$20,200	\$4,173,243	(\$200,480)	\$4,095,528	\$595,823	\$241,792	\$254,371
12/08/15	15-144	2015-20								\$11,796			
12/08/15	15-144	2015-20								\$11,208			
12/08/15	15-144	2015-20								\$3,000			
12/08/15	15-144	2015-20								\$44,811			
12/08/15	15-144	2015-20								\$72,487			
			FUND TOTAL										
			GENERAL FUND - Operating (GF)	181	\$1,200,713.00	\$0	\$20,200.00	\$4,173,243.00	(\$200,480.00)	\$4,078,514.00	\$483,714.00	\$241,792.00	\$142,422.00
			CORRECTION	201	\$18,138	\$0	\$0	\$4,000	\$0	\$4,000	\$18,138	\$0	\$18,138
			FUND TOTAL	202	\$118,138	\$0	\$0	\$4,000	\$0	\$4,000	\$18,138	\$0	\$18,138
			ENVIRONMENTAL GRANT	202	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL										
12/08/15	15-144	2015-20	EMS	204	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
12/08/15	15-144	2015-20			\$14,726	\$0	\$0	\$10,000	\$0	\$10,000	\$19,726	\$0	\$19,726
12/08/15	15-144	2015-20			\$0	\$0	\$0	\$2,917	\$0	\$2,917	\$0	\$0	\$0
			FUND TOTAL	204	\$14,726.00	\$0	\$0	\$12,917.00	\$0	\$12,917.00	\$19,726.00	\$0	\$19,726.00
			ENHANCED 911	207	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL	207	\$0.00	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			FIRE PROTECTION FUND	209	\$0.00	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12/08/15	15-144	2015-20			\$294,308	\$0	\$0	\$207,000	(\$91,015)	\$310,000	\$190,283	\$0	\$190,283
12/08/15	15-144	2015-20			\$0	\$0	\$0	\$58,183	\$0	\$58,183	\$0	\$0	\$0
			FUND TOTAL	209	\$294,308.00	\$0	\$0	\$265,183.00	(\$91,015.00)	\$378,183.00	\$190,283.00	\$0.00	\$190,283.00
			LEFP	211	\$394,200.00	\$0	\$0	\$282,400	(\$14,847)	\$369,553	\$100,283	\$0	\$100,283
			FUND TOTAL	211	\$394,200.00	\$0	\$0	\$282,400.00	(\$14,847.00)	\$369,553.00	\$100,283.00	\$0.00	\$100,283.00



DFA Approval Date	DFA Reso Number	Fiscal Year	DFA Fund Title	DFA Fund Number	UNAUDITED BEGINNING CASH BALANCE @ 6/30/11	ADJUSTMENTS TO BEGINNING CASH BALANCES	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENT (FOR BUDGETING)	ADJUSTED ENDING CASH BALANCE
			FUND TOTAL	296	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			OTHER		\$48,881		\$0	\$87,165	\$0	\$0	\$15,697	\$0	\$15,697
		2015-14						\$51,819		\$51,819			
			FUND TOTAL	300	\$64,881	\$0	\$0	\$149,134	\$0	\$142,418	\$35,697	\$0	\$175,697
			CAPITAL PROJECT FUNDS		\$1,000,000			\$1,000,717.00		\$0	\$0		\$1,000,717.00
			FUND TOTAL	441	\$1,064,881	\$0	\$0	\$1,000,717.00	\$0	\$142,418	\$35,697	\$0	\$1,142,507
			G.O. BONDS		\$0			\$0		\$0	\$0	\$0	\$0
			FUND TOTAL	403	\$0.00	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
			REVENUE BONDS		\$3,000.00	\$0	\$0.00	\$0.00	\$0.00	\$1,007,552	\$3,000.00	\$0	\$3,000.00
			FUND TOTAL	403	\$3,000.00	\$0	\$0.00	\$0.00	\$0.00	\$1,007,552	\$3,000.00	\$0	\$3,000.00
			DEBT SERVICE		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL	500	\$0	\$0	\$0	\$1,007,552	\$0	\$1,007,552	\$0	\$0	\$0
			ENTERPRISE FUNDS		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			WATER FUND		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
			SALE TAX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			FUND TOTAL		\$47,000	\$0	\$0	\$1,007,552	\$0	\$0	\$47,000	\$0	\$47,000
		2015-26											
		2015-26											
			FUND TOTAL										



DFA APPROVAL DATE	DFA RESO NUMBER	Agency Fund Number	DFA FUND TITLE	DFA FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @ JULY 1	AUDIT ADJUSTMENTS TO BEGINNING CASH BALANCES	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
12/08/15	16-144	2015-30	Wildlife Protection		\$396,808		\$0	\$798,702	(448,605)	\$213,372	\$422,853	\$0	\$422,853
		2015-44								\$86,404			
			FUND TOTAL		\$396,808		\$0	\$798,702	(448,605)	\$213,372	\$422,853	\$0	\$422,853
			Highway 424 Access		\$396,808		\$0	\$798,702	(448,605)	\$213,372	\$422,853	\$0	\$422,853
			FUND TOTAL		\$396,808		\$0	\$798,702	(448,605)	\$213,372	\$422,853	\$0	\$422,853
			FUND TOTAL		\$396,808		\$0	\$798,702	(448,605)	\$213,372	\$422,853	\$0	\$422,853
			INTERNAL SERVICE FUNDS	800	\$780	\$0	\$0	\$712,450	(6312,450)	\$0	\$780	\$0	\$780
			FUND TOTAL		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			TRUST AND AGENCY FUNDS	700	\$15,194	\$0	\$0	\$0	\$0	\$0	\$15,194	\$0	\$15,194
			FUND TOTAL		\$15,194	\$0	\$0	\$0	\$0	\$0	\$15,194	\$0	\$15,194
			GRAND TOTAL		\$2,420,680	\$0	\$24,360	\$9,288,324	\$0	\$10,335,100	\$1,819,064	\$341,282	\$1,271,272

PREPARED BY: \_\_\_\_\_  
 Name and Title

Internal DFA inst. \_\_\_\_\_  
 DFA Reimburs number: \_\_\_\_\_  
 Verified by: \_\_\_\_\_  
 Official Reconciliation attached: \_\_\_\_\_

1. This form must accompany the official approved Resolution.
2. Counties/Municipalities only enter in the BLUE shaded area.
3. Only one (1) Resolution per line (do not skip lines)
4. Enter only roll up BAK adjustments totals in each fund.
5. Do not enter transaction descriptions on this sheet they should be
6. BAK's with negative cash balances will not be accepted. (if the
7. Enter negative numbers in ( ) only.
8. Do not enter positive numbers in ( )

**COUNCIL AGENDA ITEM**

**STAFF RECOMMENDATION**

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**MEETING DATE:** February 9, 2016

**TO:** Mayor / Council and Manager

**FROM:** Amos Torres

**SUBJECT:** Resolution # 2016-04 a revision to resolution 2015-19

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Background/Facts: To get more mid-range in price between Commercial & Residential users.

1) **Alternatives:**

2) **Financial Impact and Review:**

Financial impact: Yes, increase in revenues.

Budgeted Item: yes: \_ no: Funding Source: N/A

Finance Department Comments and Review: \_\_\_\_\_

 7/7/16

Finance Managers Signature

3) **Attached Documents:**

Resolution 2016-04

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4) **Staff's Recommended Motion:** Motion to approve 2016-04 and rescinding all others.

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5) **Village Administrator Recommendation:**

Approval:  Disapproval: \_\_\_\_\_ other: \_\_\_\_\_

Signature:   
Rick Tafoya, Manager

**VILLAGE OF ANGEL FIRE**

**Resolution 2016-04**

**A Resolution Increasing and Revising Solid Waste Trash Service Rates and Rescinding All Others**

**WHEREAS**, the Village of Angel Fire ordinance (4-3-9C) requires an annual rate adjustment to be effective each year on July 1 at a rate equal to the Consumer Price Index (CPI) report for the end of the previous calendar year, and;

**WHEREAS**, the rates for light commercial shall be increased to reflect the volume of solid waste in comparison to residential and commercial, and;

**WHEREAS**, the purpose of this increase is to, as a minimum, maintain the current level of service; provide better service, fulfill debt obligations and meet system growth requirements.

**WHEREAS**, the Commercial customer rates continue to allow the customer to tailor their Trash Service to their respective business needs within an understandable rate structure while also promoting recycling, and;

**WHEREAS**, the Angel Fire Village Council wishes to continue an equitable rate schedule that better reflects the volume of solid waste disposed of by residential and commercial customers;

**NOW, THEREFORE, BE IT RESOLVED** by the Village of Angel Fire Council, on behalf of the Village of Angel Fire, New Mexico, hereby establishes the Solid Waste Trash Service Rates fees for Fiscal Year 2015-2016 presented in the following attachment:

**PASSED, ADOPTED AND APPROVED THIS 9TH DAY OF FEBRUARY 2016**

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Barbara Cottam, Mayor

ATTEST:

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Terry Cordova, Village Clerk

**SCHEDULE OF SOLID WASTE TRASH RATES**

**A. Residential Service:**

- 1. Single Family Dwelling Unit: \$20.31/Month
- 2. Multi-Family Dwelling Unity (Two or More): \$20.31/Month per Unit
- 3. Home Occupancy Businesses (Additional to the Residential Fee) \$5.48/Month

Note: Residential Customers residing outside the core area and high density housing area are required to use the dumpster/disposal facilities at either the Recycle Park located next to the Village Hall on Mountain View Blvd or the Transfer Station located off Camino Grande. Use of the dumpsters within the core area, the high density housing area or commercial dumpsters is prohibited.

**B. Commercial (Light Volume-Requiring no dumpster on premises)**

- 1. Light volume Commercial \$45.31/Month

Note: Light Volume Commercial businesses that do not pay for an on premise dumpster are allowed to use recycle park and/or dumpsters in high density areas, but are not allowed to use on premises Commercial dumpsters. Hotels or restaurants do not qualify as Light Volume Commercial businesses.

**C. Commercial (Requiring On Premise Dumpsters)**

<u>Pick-Ups Per Week (1<sup>st</sup> Dumpster)</u>	<u>Fee Per Month</u>	<u>Each Additional Dumpster</u>
1	\$86.43	N/A
2	\$153.42	N/A
3	\$220.42	\$119.92
4	\$287.41	\$153.42
5	\$354.41	\$186.91
6	\$421.40	\$220.42

Note: The businesses set up the number of times they require pick-up per week at the time they establish their account. The Village of Angel Fire has an ordinance that prohibits the overloading of dumpsters (4-3-5G). If the driver observes a dumpster overloaded and it is not a scheduled pick-up day, there will be an additional pick-up charge of \$45.00. A business requiring an extra pick-up may call for one at an additional charge of \$40.00. It is recommended that commercial customers lock their respective dumpsters to prevent unauthorized dumping. Locks are not provided by the Village.

**COUNCIL AGENDA ITEM**  
**STAFF RECOMMENDATION**

**MEETING DATE:** February 9, 2016

**TO:** Mayor / Council and Village Manager

**FROM:** Tracy Orr

**SUBJECT:** Approve Resolution 2016-05, a Resolution authorizing the submittal of an application for the 2016-2017 NMDOT Municipal Arterial Program (MAP) for improvements to Camino Grande

**Background/Facts :** The Village of Angel Fire is seeking funding assistance from NMDOT for the construction, reconstruction, drainage improvements, and construction management of Camino Grande from 1500' east of NMSR 434 to approximately 200' past Louise Trammel Way, including the transition onto Louise Trammel Way. The Village is applying for funding from NMDOT for the Municipal Arterial Program (MAP) for fiscal year 2016-2017. The Department's share will be 75% and the Village's share will be 25%.

**Alternatives:** N/A

1) **Financial Impact and Review:**

**Financial Impact:** Yes

**Budgeted Item:** For FY2016-2017

**Funding Source:** Streets Department

**Finance Department Comments and Review:**

*Grant match will be*

*Included in the 2016-2017 budget.*

*[Signature]*  
Finance Directors Signature

2) **Attached Documents:** Resolution 2016-03

3) **Staff's Recommended Motion:** Motion and Second to Approve Resolution 2016-03 authorizing the submittal of an application for the 2016-2017 NMDOT Municipal Arterial Program

4) **Village Manager's Recommendation:**

Approval:   */*   Disapproval: \_\_\_\_\_ other: \_\_\_\_\_

**Manager's Comments:**

Signature:   *[Signature]*

**RESOLUTION NO. 2016-05**

**A RESOLUTION AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR THE  
2016-2017 NEW MEXICO DEPARTMENT OF TRANSPORTATION  
MUNICIPAL ARTERIAL PROGRAM FOR  
IMPROVEMENTS TO CAMINO GRANDE, PHASE II**

**WHEREAS,** *The Village of Angel Fire, New Mexico a municipal corporation, acting by its Village Council (the governing body), is in support of seeking funding assistance, in full or in part, for the construction, reconstruction, drainage improvements, and construction management of Camino Grande, Phase II, from 1,500' east of NMSR 434 to approximately 200' past Louise Trammel Way, including the transition onto Louise Trammel Way, and;*

**WHEREAS,** *The State Maintenance Bureau of the New Mexico Department of Transportation is soliciting applications for the Department's Municipal Arterial Program (MAP) for fiscal year 2016-2017 which includes major local service streets, and;*

**WHEREAS,** *Camino Grande is considered major local service streets by the Village of Angel Fire, and;*

**WHEREAS,** *Design is complete and funds are necessary to complete construction and;*

**WHEREAS,** *the New Mexico Department of Transportation requests, as part of the application procedure, passage and submittal of a local government resolution of support for the project, and;*

**NOW THEREFORE, BE IT RESOLVED,** *by the Village of Angel Fire Council, on behalf of the Village of Angel Fire, New Mexico, support for the preparation and submittal of an application in accordance with the procedures established by the New Mexico Department of Transportation.*

**PASSED, APPROVED, and ADOPTED this 9<sup>th</sup> day of February, 2016.**

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**Barbara Cottam, Mayor**

**Attest:**

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**Terry Cordova, Village Clerk**

**COUNCIL AGENDA ITEM**  
**STAFF RECOMMENDATION**

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**MEETING DATE:** February 9, 2016

**TO:** Mayor / Council and Village Manager

**FROM:** Tracy Orr

**SUBJECT:** Approve the Procurement Department to negotiate with Souder, Miller & Associates as our on-call engineering firm for the Village of Angel Fire based on the RFP and scoring results.

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**Background/Facts** : An RFP was issued for engineering services on January 15, 2016. Proposals were due January 29, 2016. We received 7 proposals from engineering firms throughout the state. The proposals were given to a 5 person evaluation committee on Friday, Monday, January 29, 2016 and were to be scored on Scope of Work/Technical Ability. The evaluation committee scored the RFP's on specific points listed on the evaluation sheet. The scores were tabulated and the engineering firm scoring the highest was Souder, Miller & Associates.

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**Alternatives:** N/A

1) **Financial Impact and Review:**

**Financial Impact:** None  
**Budgeted Item:** yes no:  
**Funding Source:** None

**Finance Department Comments and Review:**

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**Finance Directors Signature**

2) **Attached Documents:**

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3) **Staff's Recommended Motion:** Motion and Second to approve the Procurement Department to negotiate with Souder, Miller & Associates as the Village of Angel Fire's on-call engineering firm.

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4) **Village Administrator Recommendation:**

**Approval:**           /           **Disapproval:**            **other:**           

**Administrator's Comments:**

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**Signature:** 

**VILLAGE OF ANGEL FIRE**  
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ANGEL FIRE, NEW MEXICO 87710  
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February 3, 2016

## **Engineering Services RFP Evaluation Report**

### **RFP Process**

The Village of Angel Fire issued an RFP for engineering services on January 19, 2016. By State Statute, a Request for Proposal is based on Scope of Work/Technical Ability. Costs cannot be considered as part of the evaluation criteria.

The RFP was posted on our website, advertised in the Albuquerque Journal and the following firms were notified by email:

Molzen Corbin  
Dennis Engineering Company  
Souder, Miller & Associates  
Engineering Analytics, Inc.  
Engineers Inc.  
HDR  
Larkin Group  
Forsgren Associates Inc.  
Smith Engineering

The Request for Proposal included the evaluation criteria and the maximum number of points for each criteria. During the RFP period, questions were asked by potential engineering firms through email. The questions and responses were forwarded to the above engineering firms each time to make sure all firms were included.

The RFP's were due on January 29, 2016, at 3:00pm. We received 7 responses from the following firms:

Molzen Corbin  
Dennis Engineering Company  
Souder, Miller & Associates  
Engineering Analytics, Inc.  
Engineers Inc.  
Larkin Group  
Forsgren Associates Inc.

### **RFP Opening and Evaluation**

The RFP's were opened and checked for completion according to the RFP requirements. An evaluation committee was selected through the Procurement Department. On the committee were Burl Smith, Amos Torres, Dr. Dave Hartson, Sally Sollars and Ginger Robertson. The RFP's were given to them Friday after opening of the bids. Their evaluations were due on Monday, February 1, 2016. Due to weather conditions, we did not get all the evaluation results until Wednesday, February 3, 2016. The evaluation criteria was based on the following:

1. Specialized Design and Technical Competence
2. Capacity and Capability
3. Past Record of Performance
4. Familiarity with the Contracting Agency
5. Work to be Done in New Mexico
6. Current Volume of Work with the Contracting Agency not 75% Complete

The results of the evaluation committee were tabulated by Fabian Mascarenas and Tracy Orr. Here are the final results:

Molzen Corbin	88
Dennis Engineering Company	83
Souder, Miller & Associates	89
Engineering Analytics, Inc.	80.6
Engineers Inc.	81.2
Larkin Group	80.6
Forgrens Associates Inc.	73.8

The highest score belongs to Souder, Miller & Associates at 89, Molzen Corbin second with 88 points and Dennis Engineering Company third with 83 points.

### **Evaluation Committee Results**

Since the RFP is based on Scope of Work/Technical Ability only, the Evaluation Committee selected Souder, Miller & Associates as the Village of Angel Fire's on-call engineering firm.

Once Council approves this selection, the Procurement department will proceed with the negotiations and enter into a contract with Souder, Miller & Associates.