



City of Bayard
CITY COUNCIL REGULAR MEETING
July 15, 2026 at 4:30 PM
Bayard City Hall

AGENDA

CALL TO ORDER: Mayor John L. Ojinaga

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE AGENDA

PUBLIC INPUT

1. We welcome your input. Public comments are limited to 3 minutes and are not a Q&A session. For in-depth discussions, please request to be placed on a future agenda; forms are available at City Hall.

CONSENT AGENDA

2. Approval of Regular Meeting Minutes June 17, 2026
3. Approval of Special Meeting Minutes June 24, 2026
4. Approval of Accounts Payable
5. Approval of Police Department Reports
6. Approval of Maintenance Report
7. Approval of Wastewater Report
8. Approval of Fire Department Report
9. Approval of Municipal Court Report
10. Approval of Library Report
11. Approval for City Clerk to attend New Mexico Audit Rule Training on July 24, 2026 in Las Cruces, NM

NEW BUSINESS

12. Discussion/Action- Task Order #6 Stantec Construction Management Services for Bayard Oak Street Lift Station Improvements, Colonias-6698 CIF

13. Discussion/Action- Bid Recommendation – Bayard Oak Street Lift Station Improvements, Colonias 6698-CIF
- [14.](#) Discussion/Action- Task Order #1 Stantec Engineering Services for Wastewater Treatment Plant Blower Room Electrical Workplan & Budget Narrative
15. Discussion/Action- Recommendation to Approve Contractor Quote for Animal Shelter Renovations- 25-J9503-02
16. Discussion/Action- Barking Dog Complaints on Watson Street
- [17.](#) Discussion/Action- Bayard Library Strategic Plan
- [18.](#) Discussion/Action- Bayard Library Park Garden Contract

OLD BUSINESS

19. Discussion/Action- Review and finalize the written decision following the June 24, 2026 Reconsideration Hearing regarding the May 7, 2026 Order of Abatement to demolish the residence at 607 Grant Street, Bayard, NM, wherein Randy Medina is the owner of record

ORDINANCES/RESOLUTIONS

- [20.](#) Discussion/Action- Resolution 16-2026 Participation in Local Government Road Fund Program Administered by New Mexico Department of Transportation for Steyskal Street- Pavement Rehabilitation/Improvements, Reconstruction, Design and Construction Management of City Streets
- [21.](#) Discussion/Action- Resolution 17-2026 Establishing a Stipend Program for the City of Bayard Volunteer Fire Department to Compensate Volunteer Firefighters for Emergency Response, Training and Line Officer Responsibilities

DEPARTMENT HEAD REPORTS

MAYOR AND COUNCILORS REPORTS

NEXT MEETING DATE:

Special Meeting - July 22, 2026 @ 10:00 a.m.

Work Session- August 12, 2026 @ 9:00 a.m.

Regular Meeting - August 19, 2026 @ 4:30 p.m.

ADJOURNMENT



City of Bayard
CITY COUNCIL REGULAR MEETING

June 17, 2026 at 4:30 PM

Bayard City Hall

MINUTES

CALL TO ORDER: Mayor John L. Ojinaga

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor John L. Ojinaga
Councilor Eloy Medina
Councilor Eloy Gonzales
Councilor Gilbert Ortiz
Councilor Chuck Gray

Others in attendance were Kendra Milligan, Bill Null, Kim Clark, Dolores Charon, Jerry Burnette, Karen Burnette, Helen Schruf, Cordell Jones, Juno Ogle, John Saens, Stephen Estrada, Sam Arellano, Gabe Gonzales, Martha Salas, and Tanya Ortiz.

APPROVAL OF THE AGENDA

Motion made by Councilor Medina, Seconded by Councilor Gonzales.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

PUBLIC INPUT

Kendra Milligan with Tree New Mexico is working with the Beautification Committee to plant trees on private property in Bayard. They have 50 trees. They will be planting on August 29, 2026. The Bayard Beautification Committee will be hosting a cookout on that day. They plan trees in peoples property to help with the heat. Volunteers help plan these trees. These trees are being funded by a grant.

Cordell Jones is getting complaints about some people living in travel trailers. Jones would like to bring it to the city's attention.

Dolores Charon thanked Chuck Gray and Manny Chavez for there help getting her weeds cut and trees cleaned up from the house fire she had.

Cobre Schools new superintendent Dr. Verenice Gutierrez introduce herself. She invited anyone wanting to meet with her can schedule a time to meet on the schools website. Dr. Gutierrez is wanting to get to know as many people as she can. She is willing and ready to serve.

1. During this portion of our meeting, we welcome your suggestions and want to hear your concerns. This is not a question and answer period; speakers will be limited to three minutes (3) minutes. Any individual who would like to discuss an item in more depth may request to be placed on a future agenda. Request forms are available at City Hall.

CONSENT AGENDA

Motion made by Councilor Medina, Seconded by Councilor Gray.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

2. Approval of Regular Meeting Minutes May 20, 2026
3. Approval of Special Meeting May 28, 2026
4. Approval of Special Meeting on June 11, 2026
5. Approval of Accounts Payable
6. Approval of Police Department Reports
7. Approval of Maintenance Report
8. Approval of Wastewater Report
9. Approval of Fire Department Report
10. Approval of Municipal Court Report
11. Approval of Library Report
12. Approval for Municipal Court Clerk to attend New Mexico Municipal Court Clerks Association Annual Conference on June 29- July 1, 2026 in Ruidoso, NM
13. Approval for Elected Officials and staff to attend New Mexico Municipal League Annual Conference on August 25- August 28, 2026 in Las Cruces, NM

PLANNING AND ZONING

14. Discussion/Action- Mobile Home Installation Request at 1107 S. Canyon Street

Cordell Jones stated a request for 1107 S. Canyon street to bring in a double wide mobile home came in all the paper work we turned in and one stipulation is to get a copy of their CID request and a copy of the sign off of the CID approval.

Motion made by Councilor Gray, Seconded by Councilor Medina.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

NEW BUSINESS

15. Discussion/Action- Presentation by Better Cities on Vision Plan

from Better Cities presented the vision plan for the Foy property.

16. Discussion/Approval- Que Linda Grant Administrator

Administrator for the Que Linda Grant will be Kim Clark. The city is looking to hire Kim Clark.

Motion made by Councilor Medina, Seconded by Councilor Gonzales.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

17. Discussion/Action- Purchase of Equipment, Software with Contract for Police Department Vehicles

This equipment software is for a camera to record an inmate in the back seat and dash cam. This cost of \$91,000 will be taking out of the Law Enforcement Protection Fund.

Motion made by Councilor Medina, Seconded by Councilor Gonzales.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

18. Discussion/Action- Bayard Animal Shelter Volunteer Access, Liability Waiver, and Facility Entry Policy

Police Chief drew up a police who and why anyone is at the Bayard Animal Shelter. There will be a sign in sheet for each volunteer to sign in/out and reason for there visit.

Motion made by Councilor Gray, Seconded by Councilor Gonzales.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

19. Discussion/Action- Stage 2 Fire Restrictions

OFFICIAL NOTICE

IMPLEMENTATION OF STAGE 2 FIRE RESTRICTIONS

Pursuant to the authority granted under City of Bayard Municipal Code§18-32, and based upon the

Fire Chief's determination that drought conditions, dry vegetation, and increased fire danger

continue to exist within the City of Bayard, Stage Two Fire Restrictions are hereby implemented.

The following restrictions shall be in effect within the City of Bayard:

1. All open burning, including the burning of yard waste, tree limbs, weeds, brush, and debris, is prohibited.
2. All campfires, recreational fires, warming fires, and bonfires are prohibited.

3. Fire pits, outdoor fireplaces, chimineas, burn barrels, underground cooking pits, and similar

devices are prohibited.

4. The use, ignition, or discharge of any fireworks or pyrotechnic devices is prohibited.
5. UL-approved propane-fueled and natural gas-fueled grills and cooking appliances are permitted

when operated in accordance with manufacturer's recommendations and attended at all times.

These Stage Two Fire Restrictions shall become effective immediately and shall remain in effect

until rescinded, modified, or lifted by order of the Fire Chief based upon fire danger conditions.

Any person found in violation of these restrictions shall be subject to the penalties provided by

City Code, including a fine not exceeding Three Hundred Dollars (\$300.00), imprisonment for a

period not exceeding ninety (90) days, or both.

Issued this 17th day of June, 2026

Respectfully,

Jose G. Gonzales

Fire Chief

City of Bayard Fire & Rescue

20. Discussion/Action- Update on Situation on 607 Grant Street

Attorney Gonzalez updated council on Abatement Order issued to Randy Medina owner of 607 Grant Street. Randy Medina was in attendance by Teams online. Mr. Medina asked the council to give him more time to get his property cleaned and renovated. Mr. Medina is currently in a treatment center and did not know when he would be released so he couldn't give council an exact date. Councilor Eloy Gonzales made a motion to give Mr. Medina a 90 day extension. Councilor Eloy Medina seconded the motion. Discussion continued with Mr. Medina. Councilor Chuck Gray asked to amend the motion by Councilor Gonzales to change the deadline to August 1, 2026. Mr. Medina asked for at least 90 days. Councilor Gray then made another motion to amend the amendment to give Mr. Medina 90 days till

September 13, 2026 to clean the yard and demo the home. There was not a second motion. The city attorney then asked to go back to the first amendment and there was no motion. The city attorney then asked to revisit the first motion made by Councilor Gonzales and seconded by Councilor Eloy Medina. Councilor Medina stated all the motions made were all contradicting. City attorney gave other options for the council to vote. Councilor Medina asked if there was not a second on the motion the agenda item dies. Clerk Salas explained to the council to review the agenda item which was only an update on the abatement order and Mr. Medina was provided the opportunity to present his case. Councilor Gonzales withdraw all motions until the council could meet at a special meeting for further discussion. The council agreed to meet on June 24, 2026 at 10 a.m.

Motion made by Councilor Gonzales.

Voting Yea: Councilor Gonzales, Councilor Ortiz, Councilor Gray

Voting Abstaining: Councilor Medina

ORDINANCES/RESOLUTIONS

21. Discussion/Action- Resolution 14-2026 A Resolution Authorizing the submission of a USDA Rural Business Development Grant

Clerk/Treasurer Salas stated she put in an business application for G-Boz and Mi Ranchito USDA Rural Business Development Grant. Salas will be the representative.

RESOLUTION NO. 14-2026

A resolution of the governing body of City of Bayard State of New Mexico, authorizing the submission of a USDA Rural Business Development grant application supporting small and emerging business; and designating the signatory and authorized representative(s) in all matters pertaining to the grant.

WHEREAS, the United States Department of Agriculture is currently soliciting applications for rural business development projects;

WHEREAS, the City of Bayard, New Mexico has the legal authority to enter into an agreement;

WHEREAS, the City of Bayard, New Mexico has the capability to provide the amount of funding and/or in-kind contributions specified in the funding plan;

WHEREAS, the City of Bayard, New Mexico is eligible to apply for funding from the United States Department of Agriculture; and

WHEREAS, the City of Bayard, New Mexico will work with the United States Department of Agriculture to meet established deadlines for entering into a grant agreement.

WHEREAS, the City of Bayard New Mexico governing body directs and designates John L. Ojinaga or successor to sign the Application and Grant Agreement. Martha

Salas, City Clerk-Treasurer or successor(s) is the OFFICIAL REPRESENTATIVE who is authorized to sign all other documents necessary to fulfill the Grant Agreement and the requirements and to act as the grant contact in the USDA Rural Business Development Grant program.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the City of Bayard, New Mexico has reviewed and approves the application to the United States Department of Agriculture Rural Business Development grant program.

PASSED, APPROVED AND ADOPTED THIS 17th DAY OF June, 2026.

John L. Ojinaga, Mayor

ATTEST:

Martha Salas, City Clerk Treasurer

22. Discussion/Action- Resolution 15-2026 Authorizes Filing of an Application to NMFA for Technical Assistance Program

Clerk/Treasurer Salas stated this resolution is for filling an application to NMFA for Technical Assistance Program.

Resolution No. 15-2026

A RESOLUTION BY THE GOVERNING BODY OF THE CITY OF BAYARD, IN GRANT COUNTY, NEW MEXICO, WHEREBY AUTHORIZES FILING OF AN APPLICATION AND NECESSARY DOCUMENTS FOR FREE PROFESSIONAL ASSISTANCE THROUGH THE NEW MEXICO FINANCE AUTHORITY (NMFA), WATER PROJECT FUND/TECHNICAL ASSISTANCE PROGRAM (TAP) FOR WATER AND WASTEWATER SYSTEMS IN NEED OF PLANNING PROJECTS AND A COMMITMENT TO THE OPERATION AND MAINTENANCE OF THE PROJECT.

WHEREAS, City of Bayard ("Governmental Unit") is a qualified entity under the New Mexico Finance Authority Act, Section 6-21-1 through 6-21-31, NMSA 1978 ("Act"), and the City of Bayard ("Government Body") has the authority to authorize public projects for benefit of the Governmental Unit; and

WHEREAS, the NMFA ("Board") has instituted a program for providing free professional assistance for water and wastewater systems in need of planning projects and has developed an application procedure whereby the Governing Body may submit an application ("Application") for assistance from the Board for public projects; and

WHEREAS, the Governing Body recommends that an application be filed with the New Mexico Finance Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BAYARD, THE GOVERNING BODY OF THE CITY. That the Governing Body hereby directs the submittal of an Application to New Mexico Finance Authority, Water Project Fund/Technical Assistance Program (TAP) for review and to further authorize to take such other action as may be requested by New Mexico Finance Authority in its consideration and review of the Application and to further proceed with arrangements for free professional technical assistance for the development of a Preliminary Engineering Report for Water and Wastewater System Improvements. The Governing Body is fully committed to properly operate and maintain the system and the proposed project being submitted for assistance.

BE IT FURTHER RESOLVED that the filing of an application is hereby authorized and that City Clerk and Mayor are designated as the City representatives to act on behalf of this application and necessary documents for the proposed project.

This resolution shall take effect immediately upon its adoption.

PASSES, APPROVED AND ADOPTED by the City of Bayard on this 17th day of June, 2026.

GOVERNING BODY

CITY OF BAYARD

By:

John L. Ojinaga, Mayor

Attest:

Martha Salas, City Clerk Treasurer

CLOSED SESSION

23. Closed Session May Be Held Pursuant to 10-15-1 NMSA 1978 (H-2) Limited Personnel Matters for City Hall Administration and (H-8) Real Property and Water Rights

Motion made by Councilor Medina, Seconded by Councilor Gonzales.
Roll Call Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz,
Councilor Gray Enter closed session at 6:07 p.m.

Motion made by Councilor Medina, Seconded by Councilor Gonzales.
Roll Call Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz,
Councilor Gray out of closed session at 6:31 p.m.

ACTION ITEMS RESULTING FROM CLOSED SESSION

No action

ACTION FOR PERSONNEL

24. Discussion/Action- Hire Animal Control Officer

The interview committee recommends that Hope Lozano be hired for Animal Control Officer and to be paid \$17 an hour.

Motion made by Councilor Gonzales, Seconded by Councilor Gray.
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

25. Discussion/Action- Completion of Probationary Period by Police Officer

Police Chief Carrillo gave Albert Dominguez's work stats as of when he came to the department 6 months ago. Officer Dominguez will receive a \$1 increase.

Motion made by Councilor Medina, Seconded by Councilor Gonzales.
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

26. Discussion/Action- Hire Sergeant Position for Police Department

The interview committee recommends that Louis Gomez Jr. be promoted to Sergeant position in the Bayard Police Department. With a pay increase of \$3.

Motion made by Councilor Medina, Seconded by Councilor Gonzales.
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

DEPARTMENT HEAD REPORTS

Police Chief Hector Carrillo the police department is changing how they handle overdose calls, all officers will be carrying Narcan on their uniforms. The officers are now required to wear a mask when there is a overdose call. July 25 will be Summer Fest for Cobre School and the department will be provided security.

Wastewater Director Stephen Estrada stated he had to call an electrician to do some repairs with the bar screen. The wash water line needed to be replaced, that was fixed and back up and running. The USP batterie needed to be replaced and is operating good. Stephen and Sam went out Lordsburg to help them get their ball fields ready for All-Stars. Stephen and Sam also had a meeting to go over the lost control and prevention. A walk through from the city's insurance came in a made sure the departments are up to OSHA standard. The meeting was to go over the report and fix the things that need to be corrected. The insurance with pretty

pleased with how everything is being ran. The things they suggest to be corrected have all ready been corrected. They have been taking care of weeds and helping with the animal shelter. Stephen has been getting quotes for the things needed to be done at the wastewater treatment plant. They department is also working on getting water to the cemetery.

Public Safety Director Sam Arellano stated his department worked on cleaning the back of the shop area to have more room to park equipment. The department is working on cleaning up alley ways. Cutting branches and hauling them off. They have been cleaning the parks and around town.

Cordell Jones the Chair of the Planning and Zoning Committee stated they have 5 committee members and things are going well.

MAYOR AND COUNCILORS REPORTS

Councilor William Gray stated he has cleaned up by the HMS building, cut the weeds and cleaned up the graffiti. Also, they cleaned the area of Highway 180 and 356. Mr. Gray complemented the city workers for how serious they take their job.

Councilor Gilbert Ortiz would like for the agenda item of storage containers in the city to be on the next agenda.

Mayor Ojinaga stated all the department are doing great. He tanked Sam for cleaning up the gravel that was spilled on Highway 356.

NEXT MEETING DATE:

Regular Meeting - July 15, 2026

ADJOURNMENT 6:53 p.m.

John L. Ojinaga
Mayor

ATTEST:

Martha Salas
Clerk Treasurer



City of Bayard
CITY COUNCIL SPECIAL MEETING

June 24, 2026 at 10:00 AM

Bayard City Hall

MINUTES

CALL TO ORDER: Mayor John L. Ojinaga

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor John L. Ojinaga
 Councilor Eloy Medina
 Councilor Eloy Gonzales
 Councilor Gilbert Ortiz
 Councilor Chuck Gray

Others in attendance were Yvonne Gonzales, Helen Shruff, Hector Carrillo, Martha Salas, Tanya Ortiz Randy Medina (Via Zoom) and Kyle Burchum (Via Zoom).

APPROVAL OF THE AGENDA

Motion made by Councilor Medina, Seconded by Councilor Gray.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Ortiz, Councilor Gray

OLD BUSINESS

1. Discussion/Action- Review the Status of the Property on 607 Grant Street and Determine Whether to Revise the May 2026 Abatement Order, Grant an Extension of Time for Compliance with the May 2026 Abatement Order, or to Proceed with Immediate Municipal Enforcement Actions under the May 2026 Abatement Order.

Yvonne Gonzales city attorney gave a review on the Grant Street property. City Councilors asked questions to the property owner Randy Medina. After conversation property owner Randy Medina stated the city could move forward with the abatement order.

Motion made by Councilor Gray to move forward with the abatement order,
 Seconded by Councilor Gonzales.

Voting Yea: Councilor Gonzales, Councilor Ortiz, Councilor Gray

Voting Abstaining: Councilor Medina

Councilor Medina left meeting at 10:48 a.m.

NEW BUSINESS**2. Discussion/Action- Movies in the Park Events**

Clerk/Treasurer Martha stated the city is wanting to do movie in the park event every other Friday. There will be a concession stand with popcorn, hot dogs, drinks and candy for sale.

Motion made by Councilor Gonzales, Seconded by Councilor Gray.
Voting Yea: Councilor Gonzales, Councilor Ortiz, Councilor Gray

NEXT MEETING DATE:

Regular Meeting - July 15, 2026

ADJOURNMENT

10:59 P.M.

John L. Ojinaga
Mayor

ATTEST:

Martha Salas
Clerk Treasurer

ACCOUNTS PAYABLES

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>P.O.</u>
GENERAL FUND - 10-31 Police			<u>P.O.</u>
Ace Hardware	Keypad for Door	\$134.99	11813
Century Link	Monthly Fax Lines	\$248.12	
WNM Communications	Desk Phones	\$104.49	
Axon Enterprise	Basic and Pro License Bundle and Services	\$5,050.41	
Krystal Mountain Water	5 Gallon Drinking Water	\$19.22	
Comcast	Internet	\$244.85	
Werner Tires	2 Tires for Unit 107	\$428.31	11822
Smith Ford	Unit 107, New AWD Module and speed shaft sensor	\$1,482.11	11770
Spectrum	Monthly IT	\$1,398.18	
Lexis Nexis	Police Software	\$215.25	
Grant County Pest Control	Monthly Pest Spray	\$14.55	
Ricoh	Monthly Printer Payment	\$82.24	
PNM	Monthly Street Light Bill	\$102.93	
Sierra Communications	Swap Radio in Unit 102	\$170.00	11874
WEX	May Fuel Usage	\$2,498.09	
New Mexico Gas Co	Monthly Bill	\$9.05	
M. Yvonne Gonzalez	Attorney Fees	\$9,441.91	
U.S. Post Office	PO Box Annual Fee	\$40.50	
Spectrum	Internal Hard Drive	\$645.30	
Copies on the Run	Payroll Stubs	\$22.80	11851
Walmart	Webcam for Meetings	\$36.59	
Walmart	Cleaning Supplies	\$13.66	11842
Compu Checks	Checks for MIP Accounting	\$35.79	11816
U.S. Post Office	Shipping of IR9000	\$64.30	11847
U.S. Post Office	Shipping for 2 packages	\$64.40	11809
Oreilly	Parts for Unit 104	\$85.66	11821
TOTAL		\$22,653.70	

GENERAL FUND - 10-24 City Hall			<u>P.O.</u>
Amazon	Case and Keyboard for Councils Samsung Tablets	\$198.09	11815
Ace Hardware	Hole Patch Supplies	\$51.80	11813
Keenan Supply	Spud Washers for Restroom	\$4.88	11854
Century Link	Monthly Fax Lines	\$82.12	
WNM Communications	Desk Phones	\$208.98	
Krystal Mountain Water	5 Gallon Drinking Water	\$15.14	
Spectrum	Printer Payment	\$67.11	

Spectrum	Monthly IT	\$4,401.25	
Comcast	Internet	\$312.46	
Village of Santa Clara	Senior Center Services June 2026	\$2,988.42	
Grant County Pest Control	Monthly Pest Spray	\$38.90	
Ricoh	Monthly Printer Payment	\$88.97	
Better City	May 2026 Strategic Planning Services	\$3,121.13	
PNM	606 Alta Visa Unit Star	\$51.04	
PNM	Monthly Street Light Bill	\$401.92	
Copies on the Run	Time Cards	\$11.67	
Lumen	Long Distance	\$0.19	
New Mexico Gas Co	Monthly Bill for old fire station	\$33.92	
New Mexico Gas Co	Monthly Bill	\$34.50	
PNM	606 Alta Vista Unit Star	\$53.62	
PNM	603 Tom Foy Blvd Unit X-Mas	\$31.89	
U.S. Post Office	PO Box Annual Fee	\$40.50	
Copies on the Run	Payroll Stubs	\$22.80	11851
Sams Club	Annual Membership	\$16.25	
Walmart	Cleaning Supplies	\$13.67	11842
Compu Checks	Checks for MIP Accounting	\$35.79	11816
Zazzle	Custom City of Bayard Seal Stamp	\$37.92	11772
Walmart	Document Frames and Tablet Charger Boxes	\$76.16	11829
U.S. Post Office	Certified shipping for 2 large envelopes	\$29.24	
TOTAL		\$12,470.33	

GENERAL FUND - 10-43 Parks		P.O.	
Amazon	Outdoor Projector and Movie Screen	\$649.96	11828
Ace Hardware	Park Supplies and Parts	\$167.19	11813
Comcast	Internet for Little League	\$223.93	
Grant County Pest Control	Monthly Pest Spray	\$17.51	
PNM	Monthly Street Light Bill	\$367.44	
Humphreys	Portable Toilets for Little League	\$339.02	
PNM	206 Hurley Ave Unit Pkloop	\$91.84	
TOTAL		\$1,856.89	

GENERAL FUND - 10-34 ACO		P.O.	
Grant County Pest Control	Monthly Pest Spray	\$29.32	
Humphreys	Pickup of Portable Toilet and hand wash station	\$95.68	
TOTAL		\$125.00	

SOLID WASTE FUND - 160		P.O.
Spectrum	Printer Payment	\$67.11
TOTAL:		\$67.11

JNT WASTEWATER FUND - 170		P.O.
DeMent Alarms	Troubleshoot Security Panel & replace motion detector	\$382.07 11860
USA Bluebook	Lab Supplies	\$623.44 11835
Ace Hardware	Miscellaneous Supplies	\$249.04 11813
Century Link	Monthly Fax Lines	\$224.68
WNM Communications	Desk Phones	\$69.66
Krystal Mountain Water	5 Gallon Drinking Water	\$34.35
The UPS Store	Weekly Sample Shipment 06/10/26	\$251.01
American Linen & Uniform	Weekly Uniform Maint 06/08 & 06/15	\$98.00
Keenan Supply	Parts for Wash Water Repair	\$131.86 11849
Dement Electric	Bar Screen Trouble Call Out	\$1,849.80 11830
Nueces Power Equipment	Parts for Backhoe	\$1,505.28 11844
Spectrum	Monthly IT	\$393.54
The UPS Store	Wastewater Weekly Sample Shipment 06/03	\$302.97
Grant County Pest Control	Monthly Pest Spray	\$48.13
Eurofins	Plant Tests 05/14	\$274.44
American Linen & Uniform	Wastewater Weekly Sample Shipment 05/25 & 06/01	\$98.00
Eurofins	Plant Tests 05/21	\$274.44
PNM	Monthly Street Light Bill	\$106.39
AARMCO Electric	Emergency Call out for damaged light pole	\$295.28 11866
Copies on the Run	Time Cards	\$11.66
WEX	May Fuel Usage	\$573.19
The UPS Store	Sample Shipment 06/17	\$249.85
HughesNet	Internet	\$138.35
Eurofins	Plant Tests 06/04 & 06/11	\$694.18
PNM	Monthly Bill	\$8,108.54
U.S. Post Office	PO Box Annual Fee	\$40.50
Amazon	UPS Battery Back Up	\$257.96 11843
Amazon	Wireless HP Laser Jet Printer	\$399.00 11824
Amazon	Rubber Assembly Lubricant	\$14.95 11826
Amazon	Commercial Ice Maker	\$251.74
Amazon	Chlorine Tablets	\$1,549.90 11833
Copies on the Run	Payroll Stubbs	\$22.80 11851
Sams Club	Annual Membership	\$16.26
Compu Checks	Checks for MIP Accounting	\$35.79 11816
Vista Print	Business Cards for Supervisor	\$26.89 11820

Controls Central	Mechanical Rebuild Kits for Aurora washwater pump	\$462.84	11805
TOTAL:		\$20,066.78	

<u>MUNICIPAL COURT FUND - 20</u>		<u>P.O.</u>	
Century Link	Monthly Fax Lines	\$54.01	
WNM Communications	Desk Phones	\$69.66	
Comcast	Internet	\$96.99	
Caselle	Annual Maintenance and Support	\$2,890.44	
Spectrum	Monthly IT	\$334.26	
Grant County Pest Control	Monthly Pest Spray	\$14.55	
PNM	Monthly Street Light Bill	\$91.90	
New Mexico Gas Co	Monthly Bill	\$10.12	
TOTAL:		\$3,561.93	

<u>COMM. CENTER FUND - 200</u>		<u>P.O.</u>	
Century Link	Monthly Fax Lines	\$314.43	
Grant County Pest Control	Monthly Pest Spray	\$39.34	
PNM	Monthly Street Light Bill	\$276.37	
Humphreys	Grease Trap	\$173.81	
New Mexico Gas Co	Monthly Bill	\$39.59	
Walmart	Cleaning Supplies	\$13.66	11842
Starlink	Internet	\$120.00	
TOTAL:		\$977.20	

<u>LIBRARY FUND - 210</u>		<u>P.O.</u>	
Ace Hardware	Shed Supplies	\$68.92	11813
Century Link	Monthly Fax Lines	\$62.27	
WNM Communications	Desk Phones	\$69.66	
Krystal Mountain Water	5 Gallon Drinking Water	\$19.22	
Comcast	Internet	\$290.99	
Amazon	Summer Event Supplies	\$306.21	11827
Amazon	Miscellaneous Book	\$743.78	11834
Amazon	Miscellaneous Book	\$883.31	11832
Montoya Transportation	Transport Kids to/from library to Community Center	\$490.00	11855
Grant County Pest Control	Monthly Pest Spray	\$29.32	
Ricoh	Monthly Printer Payment	\$80.65	
Ralph and Marie Carter	Landscape Care Services for Garden	\$322.88	

PNM	Monthly Bill	\$343.03	
New Mexico Gas Co	Monthly Bill	\$33.92	
Cristian Uribe	Monthly Website Maintenance	\$216.23	
M. Yvonne Gonzales	Attorney Fees	\$1,757.97	
PNM	Monthly Bill	\$470.43	
U.S. Post Office	PO Box Annual Fee	\$40.50	
Romo Construction	Renovation, Outside Stucco	\$24,680.00	
Copies on the Run	Payroll Stubs	\$22.80	11851
Walmart	Cleaning Supplies	\$13.67	11842
Compu Checks	Checks for MIP Accounting	\$35.79	11816
Systmeatic Arts	Stainless Steel Hook J Hook Cable	\$106.45	11818
TOTAL:		\$31,088.00	

<u>MUNICIPAL STREETS FUND- 240</u>		<u>P.O.</u>	
Werner Tires	New tire for Dump Truck	\$498.99	11852
PNM	Monthly Street Light Bill	\$4,261.79	
Oreilly	Parts for Truck 2	\$187.71	11841
TOTAL:		\$4,760.78	

<u>Maintenance 150</u>		<u>P.O.</u>	
Baker Utility Supply	Water Meter	\$5,610.00	11752
Baker Utility Supply	Two Bolt Coupling	\$792.00	11812
Baker Utility Supply	Flange bolt and Gasket	\$28.00	11825
Ace Hardware	Shop Supplies	\$14.97	11813
WNM Communications	Desk Phones	\$34.83	
Silver City Daily Press	Special Meeting Legal Notice	\$35.29	
Krystal Mountain Water	5 Gallon Drinking Water	\$26.78	
Spectrum	Printer Payment	\$67.11	
Spectrum	Monthly IT	\$779.94	
Silver City Daily Press	Special Meeting Legal Notice	\$27.20	
Silver City Daily Press	Ordinance No 1-2026 Resolution Legal Notice	\$38.23	
Silver City Daily Press	Emergency Abatement Legal Notice	\$98.56	
Silver City Daily Press	Potential Quorum Legal Notice	\$9.56	
Silver City Daily Press	Budget Workshop Legal Notice	\$28.67	
Grant County Pest Control	Monthly Pest Spray	\$17.51	
PNM	Monthly Street Light Bill	\$2,492.95	
Copies on the Run	Time Cards	\$11.67	
Baker Utility Supply	Water Supplies	\$415.90	11850

Keenan Supply	2 in ball valve	\$30.96	11864
WEX	May Fuel Usage	\$1,782.05	
Comcast	Internet	\$118.04	
New Mexico Gas Co	Monthly Bill	\$35.68	
PNM	Cameron Crk/City Wells Unit PMP#3	\$189.36	
Copies on the Run	Payroll Stubs	\$22.80	11851
Sams Club	Annual Membership	\$16.26	
Walmart	Cleaning Supplies	\$10.54	11842
Compu Checks	Checks for MIP Accounting	\$35.79	11816
Craigentagert Supply	Bleach for Boosters	\$582.50	11801
Oreilly	Shop Supplies	\$57.15	11814
TOTAL:		\$13,410.30	

	<u>FIRE FUND- 30</u>		<u>P.O.</u>
411 Equipment	Services for Equipment	\$13,810.22	11863
Airgas	Oxygen Cylinders	\$729.82	11839
Airgas	Oxygen Cylinder Rental	\$108.92	
WNM Communications	Desk Phones	\$69.66	
Comcast	Internet	\$97.00	
Amazon	Summer Fest and Department Supplies	\$1,465.42	11819
Spectrum	Monthly IT	\$470.83	
Grant County Pest Control	Monthly Pest Spray	\$14.55	
PNM	Monthly Street Light Bill	\$172.76	
WEX	May Fuel Usage	\$431.13	
New Mexico Gas Co	Monthly Bill	\$16.99	
Advanced Communications	Radio Supplies	\$2,168.02	11840
Bound Tree Medical	First responder Supplies	\$1,326.03	11838
Central Square Technologies	API-First Due- Project Management Services	\$2,529.84	11856
TOTAL:		\$23,411.19	

	<u>SEWER FUND- 155</u>		<u>P.O.</u>
AZ Wastewater Industries	Sewer Rods	\$2,250.04	11767
Spectrum	Printer Payment	\$67.11	
M. Yvonne Gonzalez	Attorney Fees	\$2,104.43	
Sams Club	Annual Membership	\$16.26	
TOTAL:		\$4,421.58	

<u>Beautification 430</u>		<u>P.O.</u>
J&J Signs	Reflective Sign	\$106.56
Walmart	Community Event Visa Cards	\$1,066.08
TOTAL:		\$1,172.64
<u>TOTAL:</u>		\$140,043.43

BAYARD CODE ENFORCEMENT MONTHLY ACTIVITY REPORT

OFFICER: Valerie Barboa

MONTH OF: June 2026

DATE	SORCE OF COMPLAINT	COMPLAINANT, LOCATION, TYPE OF ACTIVITY AND ACTION TAKEN
6/2/26	Code Enforcement	• Drove through city to identify any new code violations. • Worked on files. • Responded to complaint at 723 Winifred regarding weeds on sidewalk around the property. • Follow up with A. Lucero for CTW for J. Valdez on Mckee St. • Mailed out letter to M. Vela regarding vacant property on Cactus. Parcel # 3-073-104-175-174.
6/3/26		• Researched Vacant properties and attempted to contact owners. • Responded to complaint about overgrown weeds close to sidewalk at 719 Dayhill. • Responded to complaint at 709 Bard St. regarding overgrown weeds. • Followed-up with pending code violations. • Property owner has cleaned up majority of debris from 503 Poplar St. Debris was from fire at 119 Pine St. • Worked on files – Made updates. • Attempted to contact property owners.
6/4/26		• Followed- up with pending violations. • Attempted to contact son of property owner on Lusk St. Contact information was incorrect. Will research contact info. Parcel# 3-073-104-152-421. • Responded to complaint across from 717 Taylor St. Vacant lot (weeds). • Verified property at 107 S. Yucca St. has been partially cleaned. Daughter of the property

		owner stated she is currently in Albuquerque and will hire someone to finish cleaning the property. • Worked on files. • Attempted to contact property owners.
6/5/26		• Responded to complaint at 625 Lusk St. Will attempt to contact the property owner. • Tree in Fahey St. alley is still in the power lines. Will follow-up with maintenance regarding the work order they placed with PNM. • Spoke to property owner at 505 Central Ave. regarding overgrown weeds. He stated he is someone coming to work on the property in a few days. • Made contact with property owner of 601 Central Ave regarding overgrown weeds. She stated she will be cleaning property over the weekend. • Followed-up with pending violations. • Worked on updating files.
6/9/26		• Responded to complaint of car on dolly parked on Mckee St. • Will need to research property on Guinevan due to overgrown weeds and debris. First house on right side of street. • Attempted to contact property owners of each lot along 180 – across from Family Dollar. Overgrown weeds/debris. • Followed- up with pending violations. • Made contact with Mr. Vesely regarding half demolished mobile home placed on Mine property (Virginia St.). He stated he has been attempting to contact L. Dominguez to complete the job. • Worked on files.
6/10/26		• Responded to complaint 612 Taylor St. regarding weeds on the sidewalk around the property.

		• Spoke to F. Kelly regarding 705 Lusk St. Will attempt to contact Mr. Silver again regarding his property. • Attempted to contact Mr. Kirker regarding removal of trash on his property (Grant St.). • Drove through city to identify any new violations. • Researched several abandoned properties. • Worked on files.
6/11/26		• Attempted to contact Snappy owners regarding cleaning around their property and alley way. • Followed-up with pending violations. • Attempted to contact Neal Property owners cousin. He stated he has been trying to make contact with Mr. Neal's son. Will continue to follow-up. • Responded to another complaint at 810 Waggoner regarding "junk" vehicles. • Received call from property owner at 203 East St. Ms. Flores rented dumpster to clean up property. Will continue to monitor. • Worked on updating files.
6/12/26		• Made contact with G. Gutierrez regarding 218 Mayo St. Ms. Gutierrez stated she does not have the funds to clean the property or secure it. She stated she and her family are not willing to sell the property. Will staff with Chief Carrillo. • Made contact with R. Cano regarding 711 Fahey St. Provided Mr. Cano with several trash bags, shovel and rake. Will continue to monitor. • Followed up with L. Dominguez regarding trailer and vehicle parked outside of property. I observed much progress on the property. Once he has cleared out the junk on the property, he will move trailer and truck onto the property. • Attempted to contact G. Carreon regarding clean up of property.

		• Updated files. • Attempted to contact several other property owners regarding pending violations.
6/16/26		• Drove through city to identify any new code violations. • Received phone call from resident on Central Ave. he will begin repairing his roof. Stated he is also having people come to help clean his property. • Responded to complaint at 309 Chino St. Although, Mr. Cuevas/Ms. Alvarado cleaned the alley way, trash continues to pile up in the backyard. • Observed weeds on sidewalk behind housing authority. Will need to clarify if it is their responsibility to clean or the City of Bayard. • Followed-up with pending violations. Attempted to contact several property owners. • Worked on files.
6/17/26		• Responded to complaint at 118 Rosemary St. There are debris/weeds all around the property. The home is currently vacant. Will attempt to contact Ms. Rios. Taxes on the property are up to date. • Will attempt to contact Ms. P. Luab regarding overgrown weeds on both her Vanadium properties. • Responded to complaint at 711 Virginia St. regarding debris in front of the property. Will attempt to contact Mr. or Ms. Escobar. • Drove through city to check on status of pending violations. • Attempted to contact property owners of pending violations. • Worked on updating files.
6/18/26		• Followed-up with Mr. Vesely regarding half demolished mobile home on Mine property. Mr. Vesely stated he will be renting a dumpster at the end of the month.

		• Responded to complaint of weeds around the property at 702 Virginia St. Will attempt to contact the property owners. • I did not observe any progress at 902 Waggoner. I will attempt to speak to resident one more time before citations are issued. • Researched several properties on North side of City. • Responded to complaint at B. Mcneil's. Stated he may have his mom bring a trailer to haul trash or rent a dumpster. • Drove through city to identify any new code violations. • Worked on updating files.
6/19/26		Holiday
6/23/26		• Met with property owners at 115 S. Yucca St. regarding business. He stated they are still working on hiring someone to work on their plumbing. I informed them they will need to get with city maintenance prior to doing any work. • Responded to complaint at 506 Canyon St. Complaint is regarding lots of junk on the property. Will attempt to contact Mr. A. Torres. • Followed up with pending violations. • Updated files. • Attempted to contact property owners.
6/24/26		• Responded to complaint at 507 Central Ave regarding weeds around the residence. Will attempt to contact Ms. Ida Medrano. • Responded to another complaint at 400 Poplar St. Will attempt to contact O. Merino regarding the property. I will staff this property with Chief. • Worked on issuing citations. • Drove through city to identify any new code violations. • Worked on updating files.
6/25/26		• Spoke with Mr. R. Kirker regarding trash on his property on Grant St. Mr. Kirker is upset

		that he has to clean the property due to it being placed there by his neighbor, R. Medina. He stated he will begin cleaning it up. • Followed-up with pending violations. • Responded to complaint at corner of Elm and Central Ave. Complaint regarding several “junk” vehicles. Will attempt to contact the property owners. • Drove through city to identify any new violations and check on status of pending violations. • Contacted several property owners.
6/26/26		• Worked on updating files for pending violations. • Worked on citations. • Attempted to contact several property owners regarding status of pending violations. • Researched vacant properties. • Updated files with new photos.
6/30/26		• Responded to complaint at M. Vasquez residence. Address on Virginia St. Will research the property. • Responded to complaint of sewer leak on Park St. Made contact with the property owner. He stated he will fix the issue. I will continue to follow-up with this. • Drove through city to check on status of pending violations. • Made several phone calls to property owners regarding the status of their pending violations. • Worked on updating files. • Made new files for identified code violations.

BAYARD ANIMAL CONTROL MONTHLY ACTIVITY REPORT

OFFICER: Hope Lozano #949MONTH OF: June

DATE	TIME RECEIVED	SORCE OF COMPLAINT	COMPLAINANT, LOCATION, TYPE OF ACTIVITY AND ACTION TAKEN
06/22/2026	08:00 17:00	Na	New hire paperwork/uniform/computer logins
06/23/2026	07:15 16:15	Na	Training in silver with ACO
06/24/2026	07:15 16:15	Na	Training in Silver with ACO
06/25/2026	0	Na	Out with injury
06/26/2026	0	Na	Out with injury
06/29/2026	07:15 16:15	Na	Light duty computer work earning certifications
06/30/2026	07:15 16:15	Na	Light duty computer work earning certifications

TOTAL FOR MONTH

COMPLAINTS ANSWERED

CANINES PICKED UP

FELINES PICKED UP

CITATIONS ISSUED

SKUNKS

ANIMAL ABUSE

OTHER:

**BAYARD POLICE DEPARTMENT
VEHICLE EXPENSE REPORT - June 2026**

Item 5.

Vehicle Make: 2023 FORD PICK UP #103

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
3-Jun	Sanco Bayard	20.671	83.70			31456	142715	MG-942
9-Jun	Sanco Bayard	19.252	76.99			31630	151492	MG-942
11-Jun	Sanco Bayard	19.471	74.94			31913	153823	MG-942
18-Jun	Sanco Bayard	21.219	81.67			32093	162717	MG-942
22-Jun	Sanco Bayard	14.995	57.72			32229	169142	MG-942
25-Jun	Sanco Bayard	20.317	77.18			32397	173304	MG-942
30-Jun	Sanco Bayard	12.185	46.29			32507	180294	MG-942
TOTALS		128.11	\$498.49	\$0.00	\$0.00			

Recapitulation

Speedometer Reading

Fuel	\$498.49
Oil	
Mic	
TOTAL	\$498.49

End of month mileage	32507
First of month mileage	31456
Total miles	1051
Miles per gallon	8.204

Vehicle Make: 2023 FORD P/U #104

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
2-Jun	Sanco Bayard	13.073	52.93			31650	141747	TJ-943
3-Jun	Allsup's #102379	15.623	62.48			31917	68557	TJ-943
5-Jun	Phillips 66	12.802	51.20			32107	114622	TJ-943
5-Jun	Allsup's #102474	17.801	65.67			32389	75091	TJ-943
8-Jun	Sanco Bayard	9.234	36.93			32510	150318	TJ-943
12-Jun	Sanco Bayard	14.682	56.51			32634	155698	TJ-943
14-Jun	Sanco Bayard	14.913	57.40			32757	158281	TJ-943
17-Jun	Sanco Bayard	14.861	57.20			32916	162441	TJ-943
22-Jun	Sanco Bayard	14.814	57.02			33071	169177	TJ-943
26-Jun	Sanco Bayard	15.992	60.75			33221	174949	TJ-943
28-Jun	Sanco Bayard	15.53	59.00			33401	176743	TJ-943
TOTALS		159.325	\$617.09	\$0.00	\$0.00			

Recapitulation

Speedometer Reading

Fuel	\$617.09
Oil	
Mic	
TOTAL	\$617.09

End of month mileage	33401
First of month mileage	31650
Total miles	1751
Miles per gallon	10.990

Vehicle Make: 2018 FORD EXPLORER #102

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
13-Jun	Sanco Bayard	12.592	48.47			70678	156018	JD-947
14-Jun	Sanco Bayard	13.185	50.75			70826	158294	JD-947
17-Jun	Sanco Bayard	13.028	50.14			71008	162394	JD-947
19-Jun	Sanco Bayard	13.407	51.60			71200	164022	JD-947
23-Jun	Sanco Bayard	14.053	54.09			71422	170498	JD-947
26-Jun	Sanco Bayard	11.508	43.72			71600	174890	JD-947
27-Jun	Sanco Bayard	13.634	51.80			71808	176493	JD-947
29-Jun	Sanco Bayard	13.54	51.44			72017	177840	JD-947
TOTALS		104.947	\$402.01	\$0.00	\$0.00			

Recapitulation

Fuel	\$402.01
Oil	
Mic	
TOTAL	\$402.01

Speedometer Reading

End of month mileage	72017
First of month mileage	70678
Total miles	1339
Miles per gallon	12.759

Vehicle Make: 2018 FORD PICKUP #101

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
1-Jun	Sanco Bayard	4.333	17.54			81435	140535	OL-945
2-Jun	Sanco Bayard	6.894	27.91			81493	141891	OL-945
5-Jun	Sanco Bayard	6.995	27.97			81548	146166	OL-945
6-Jun	Sanco Bayard	6.158	24.63			81592	147598	OL-945
7-Jun	Sanco Bayard	7.5	30.00			81708	148917	OL-945
10-Jun	Sanco Bayard	8.86	35.43			81786	152857	OL-945
11-Jun	Sanco Bayard	6.652	25.60			81830	154225	OL-945
15-Jun	Sanco Bayard	9.094	35.00			81936	159581	OL-945
16-Jun	Sanco Bayard	5.774	22.22			81980	150882	OL-945
19-Jun	Sanco Bayard	6.577	25.31			82041	165093	OL-945
20-Jun	Sanco Bayard	9.516	36.63			82161	166419	OL-945
21-Jun	Sanco Bayard	9.316	35.86			82261	168047	OL-945
25-Jun	Sanco Bayard	12.853	48.83			82382	173583	OL-945
30-Jun	Sanco Bayard	7.896	30.00			82455	179281	OL-945
TOTALS		108.418	\$422.93	\$0.00	\$0.00			

Recapitulation

Fuel	\$422.93
Oil	
Mic	
TOTAL	\$422.93

Speedometer Reading

End of month mileage	82455
First of month mileage	81435
Total miles	1020
Miles per gallon	9.408

Vehicle Make: 2016 FORD TAURUS #80

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
TOTALS		0	\$0.00	\$0.00	\$0.00			

Recapitulation

Fuel	\$0.00
Oil	
Mic	
TOTAL	\$0.00

Speedometer Reading

End of month mileage	
First of month mileage	
Total miles	0
Miles per gallon	#DIV/0!

Vehicle Make: 2016 FORD TAURUS #100

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
30-May	Sanco Bayard	13.112	53.09			81566	137720	JD-947
3-Jun	Sanco Bayard	12.99	52.60			81758	142674	JD-947
TOTALS		12.99	\$52.60	\$0.00	\$0.00			

Recapitulation

Fuel	\$52.60
Oil	
Mic	
TOTAL	\$52.60

Speedometer Reading

End of month mileage	81758
First of month mileage	81566
Total miles	192
Miles per gallon	14.781

Vehicle Make: 2016 FORD TAURUS #50

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
TOTALS		0	\$0.00	\$0.00	\$0.00			

Recapitulation

Fuel	\$0.00
Oil	
Mic	
TOTAL	\$0.00

Speedometer Reading

End of month mileage	
First of month mileage	
Total miles	0
Miles per gallon	#DIV/0!

Vehicle Make: FORD EXPLORER CODES UNIT

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
3-Jun	Snappy 210	15.023	64.58			71889	638540	VB-950
26-Jun	Sanco Bayard	14.507	55.11			72041	174116	VB-950
TOTALS		29.53	\$119.69	\$0.00	\$0.00			

Recapitulation

Fuel	\$119.69
Oil	
Mic	
TOTAL	\$119.69

Speedometer Reading

End of month mileage	72041
First of month mileage	71889
Total miles	152
Miles per gallon	5.147

Vehicle Make: 2020 FORD F-250 ACO UNIT

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
24-Jun	5R North	19.868	76.07					HL-949
TOTALS		19.868	\$76.07	\$0.00	\$0.00			

Recapitulation

Fuel	\$76.07
Oil	
Mic	
TOTAL	\$76.07

Speedometer Reading

End of month mileage	
First of month mileage	
Total miles	0
Miles per gallon	-

Vehicle Make: 2024 DODGE DURANGO UNIT #105

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
8-Jun	Snappy 212	23.056	89.9			17213	207772	HC-941
24-Jun	Snappy 212	19.517	74.34			17490	225520	HC-941
TOTALS		42.573	\$164.24	\$0.00	\$0.00			

Recapitulation

Fuel	\$164.24
Oil	
Mic	
TOTAL	\$164.24

Speedometer Reading

End of month mileage	17490
First of month mileage	17213
Total miles	277
Miles per gallon	6.506

Vehicle Make: 2023 DODGE CHARGER UNIT #106

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
1-Jun	Snappy 210	12.733	56.01			7495	637912	LG-944
3-Jun	Tiwa Store	11.254	45.00			7739	80432	LG-944
5-Jun	Snappy 210	15.119	65.00			8037	639116	LG-944
10-Jun	Snappy 210	13.869	59.62			8157	640306	LG-944
21-Jun	Sanco Bayard	14.081	54.01			8620	167737	LG-944
19-Jun	Snappy 210	13.724	59.00			8428	642831	LG-944
25-Jun	Snappy 210	16.103	66.01			8732	644304	LG-944
TOTALS		96.883	\$404.65	\$0.00	\$0.00			

Recapitulation

Fuel	\$404.65
Oil	
Mic	
TOTAL	\$404.65

Speedometer Reading

End of month mileage	8732
First of month mileage	7495
Total miles	1237
Miles per gallon	12.768

Vehicle Make: 2020 FORD EXPLORER UNIT #107

DAY	Place Purchased	Gal	Amount	Quarts	Amount	MILEAGE	Invoice PO#	Purchaser
5-Jun	Sanco Bayard	17.479	69.90			143957	145048	AD-946
6-Jan	Sanco Bayard	16.757	67.01			144126	151275	AD-946
13-Jun	Sanco Bayard	16.37	63.01			144276	156734	AD-946
17-Jun	Sanco Bayard	3.927	15.12			144360	161840	AD-946
18-Jun	Sanco Bayard	15.592	60.01			144420	162735	AD-946
23-Jun	Sanco Bayard	16.113	62.02			144601	169679	AD-946
26-Jun	Sanco Bayard	17.359	65.95			144772	175071	AD-946
28-Jun	Sanco Bayard	16.47	62.57			144934	177273	AD-946
TOTALS		120.067	\$465.59	\$0.00	\$0.00			

Recapitulation

Fuel	\$465.59
Oil	
Mic	
TOTAL	\$465.59

Speedometer Reading

End of month mileage	144934
First of month mileage	143957
Total miles	977
Miles per gallon	8.137

BAYARD POLICE DEPARTMENT
MONTHLY REPORT
June, 2026

Item 5.

Traffic Activity

Accidents	2
Traffic Stops	100
Citations Issued	109
Municipal 80	
Magistrate 7	
Written Warnings 22	
Stop Sign 8	
DWI	1
Stationary Patrol	4
Motorist Assists	4
Reckless driver	5

Criminal Activity

Arrests	20
Aggravated Burglary	1
Domestic calls	7
Harassment	1
Unwanted subject	2
Shoplifting	1
B&E	1
Threat	1
Battery	1
Vandalism	1

General Activity

Suspicious Activity	20
Civil stand by	6
Escorts	2
Welfare check	14
Meetings/classes	4
Follow up investigations	11
Alarm	11
Fight	1
Noise complaints	1
Unattended death	2
Animal call	24
Dog bite	1
Fire	4
Smoke	1
Civil matter	4
Open door	1
Frequent patrols	36
Business checks	22
Custodial interference	1
Citizen contacts	21
Criminal trespass warnings	2

Medical assists	4
Citizen assists	9
Child exchange	2
Found property	1
DVO violations	1
Special detail-closing ceremonies	1
Codes assist	2

Juvenile Activity 0

Agency Assists 5

TOTAL CALLS FOR SERVICE 237

Offense/Incident reports generated 31

Warrant arrest
Criminal trespass (unposted)
Overdose
Bench warrant
Conditions of release; Poss of drug paraphernalia
AGG. DWI; Failure to maintain lane
Resisting, evading, obstructing; Bench warrant
Unattended death
Battery on household member; Resisting, evading, obstructing
Bench warrant
Bench warrant
Private property crash report
Criminal damage to property
Domestic
Agg. Stalking
Warrant arrest
Poss of controlled subject; Use or poss of drug paraphernalia; Driving while revoked; Bench warrant
Poss of controlled substance; Bench warrant
Bench warrant
Warrant arrest
Agg. Battery; Larceny
Falsely obtaining services
Bench warrant; Poss of drug paraphernalia
Warrant arrest
Shoplifting (over \$500)
Armed robbery; Agg burglary; Receipt, transportation, or possession; Agg battery; Agg assault; False imprisonment
Crash report
Informational

Dog bite
Bench warrant
Warrant

Calls handled by Grant County Sheriff's Dept

3

Disturbance
Civil stand by
Alarm

June, 2026

Monthly Maintenance Report

Maintenance

Checking wells, checking pumps, checking sewer pumps, checking PRV's, working at the cemetery, taking water samples, checking the Little League, checking city parks, checking and servicing vehicles, doing meter turn-ons and turn-offs, checking on plugged sewers, and other customer concerns, checking on the chlorine system.

Projects:

Continued Clearing trees in ditch behind the shop

PRV on Joan St. was exercised- manually switching from the high flow to low flow once a month to exercise each valve

Started new water and sewer line mapping.

Continue to grade alleys with the Kubota

Had a meeting with Martha and Stephen about the loss control safety site visit. Came up with solutions on their findings and suggestions.

Normal Park maintenance and trash pick-up around them.

Continued weed control around city.

Water and Sewer:

Sent monthly chlorine tests to be analyzed, all came back good.

Chlorine Analyzer monthly PM

Repaired 7 water leaks

6 sewer call outs

3 Sewer preventive maintenance- Routing and jetting man holes throughout the city.

Training/Classes/Special Events:

Continuing Cross training with wastewater department

**City Council Meeting Report
Wastewater Treatment Plant
Reporting Period: June – July**

Operations Summary

- Hauled remaining sludge to the landfill and submitted a sludge sample for laboratory analysis.
 - Completed and submitted the quarterly discharge report to the state.
 - Unclogged the chlorine injector at the wash water building, restoring normal operation.
-

Maintenance and Repairs

- Sent the backhoe to Bayard Maintenance for air conditioning repair.
 - Dement Electric replaced the No. 5 electric blower motor and is currently rebuilding the associated electrical cabinet.
 - During a pre-driving inspection, a nail was discovered in the dump truck tire; the vehicle was taken to Mike's Tires for repair. New tires have been ordered and will be installed this week.
 - Serviced the air conditioner at the recreational plant and replaced the float. Replacement pads will need to be ordered.
-

Projects and Improvements

- Hands On Environmental has begun work at the recreational plant as scheduled.
-

Call Outs / Emergency Response

- Paul Munoz was called out to check on a scum pump that was not turning off automatically. Phantom power was identified by Dement Electric; no further issues have occurred since.
 - Armando Fletcher responded to a power outage affecting the RAS pumps, blowers, and clarifiers. Panels were reset and operations returned to normal.
 - The security system was not arming remotely. Dement Alarms responded on site and recommended replacing the radio device. The system was power cycled, and the alarm is currently operating normally.
-

Upcoming Work / Notes

- Installation of new dump truck tires will be completed this week.
- Replacement pads for the recreational plant air conditioning unit will be ordered and installed upon arrival.
- Continued coordination with contractors (Dement Electric and Hands On Environmental) to complete ongoing repairs and project work.

City of Bayard Vol. Fire Department

Monthly Service Report



June 2026 Service Report

Fire Service Calls

Date	City	Address	Fire Type	Apparatuses	Responders
6/27/26	Hurley	4 Aztec	Powe Line	E-2, C-2	O-2, FF-2
6/25/26	N. Hurley	10 Cotton Wood	Grass Fire	E-2, B-1, C-2	3-OF, 4-FF
6/22/26	Bayard	711 Fahey	Trash Fire	E-2, B-1	1-OF, 4-FF
6/23/26	Bayard	Lusk & Royal St	Grass Fire	E-2, C-2	2-OF, 3-FF

EMS Service Calls

City	Total
Bayard	14
Hurley	6
Santa Clara	2
Total:	21

Training Report

Fire Training

Date	Training Location	Subject	Responders Attended
6/25/26	Bayard Fire Department	Bunker Drills	Officers-3 Members-5
6/18/26	Hurley Fire Department	Hose Line Operations	Officers-3 Members-5
6/12/26	Bayard Fire Department	Vehicle Extrication Overview-New Mexico Fire Training Academy	Officers-2 Members-4
6/4/26	Hurley Fire Department	Pump Operations-New Mexico Fire Training Academy	Officers-3 Members-3 HVFD-6

EMS Training

Date	Training Location	Subject	Responders Attended
6/1-6/2 6/8-6/9	Bayard Fire Department	EMR Class	Officers-3 Members-3

City of Bayard Vol. Fire Department

Monthly Service Report



6/15-6/16			
6/22-6/26			
6/29-6/30			

Equipment Report

Fire Apparatuses				
Apparatus	Status	Inspection Date	Issues Identified	Mileage/Hrs.
Engine-1	In-service	06/07/26	Good working order	10,1845.8 / 1,452.8 Hrs.
Engine-2	In-service	06/07/26	Good working order	18,026.2/ 1,694.8 Hrs.
Brush-1	In-service	06/07/26	Good working order	14,672.8/ 1992.4Hrs.
Command-1 (F-150)	In-Service	06/07/26	Good working order	46,208.8
Command-2 (SUV)	In service	06/07/26	Good working order	273,886.8

City of Bayard Vol. Fire Department

Monthly Service Report



Equipment

Item	Date	Status	Return to Service Plan

Safety Report

Safety/Incidents

Date	Incident	Outcome
	No safety incidents for June 2026	

Community Service Report

Community Services/Events

Date	Type	Location	Service/ Event Description	Personnel
06/06/26	Traffic Control	Rodeo Arenas Valley	Traffic Control	OF-2, FF-2

City of Bayard Vol. Fire Department

Monthly Service Report



Department Updates:

1. First Due continues to work great without issues. Department will continue to work with FireDue to upload pre-plans and equipment inventory.
2. Department will be applying for annual Fire Grant seeking new radios and stipend.
3. Fire Restrictions continue at Stage 2 restrictions.
4. The department has added two probationary members.

Submitted by,
Gabriel Gonzales EMT-I
Fire Chief City of Bayard Vol. Fire Department



[illegible]

July 15, 2026, Bayard Public Library Council Report

Bayard Public Library has been selected to participate in the New MexiCorps Digital Navigators Program and is currently recruiting for a temporary, paid Digital Navigator position. The position is paid directly through the NM Department of Workforce Solutions and is a training program. We will get a \$4,000 stipend to support the program. The Digital Navigator will provide technology assistance, digital literacy instruction, and support with online applications while also assisting with library operations, helping bridge the digital divide and expand access to essential services for Bayard and surrounding communities. The Digital Navigator will be allocated 900 hours at \$18.67 that must be completed within a 9-month period.

Regular Saturday Library hours are being eliminated due to low usage when we do not have programs. We will only open on Saturdays for scheduled programs upon request of partner organizations or for Library Staff led scheduled programs.

We will be tabling at Cobre Summer Fest on Saturday, July 25 from 9 am – 1 pm. We will be taking our 20x10 branded canopy, a small selection of books to check out as well as some free books. We will also be signing up families for library cards and have coloring sheets and bookmarks with the National Summer Reading theme, “Unearth a Story” which is an archeological and dinosaur theme. Children and adults are welcome to participate in the activity.

Upcoming Programs

Tuesday, July 21, 2 – 4 pm, Learn to weave on your own Loom, by SW Women's Fiber Arts Collective, capped at 24 participants for 6 years and up

Saturday, August 1, 12 – 2 pm, Plant Propagation Gardening Workshop - by Frontier Food Hub, led by Ralph and Marie Carter

PRESENTED BY THE NEW MEXICO OFFICE OF THE STATE AUDITOR

In partnership with NMSCPA CPE-Certified

Audit Rule Training



Elevate Your Expertise. Strengthen Your Impact.

Join State Auditor Joseph Maestas and leading experts for a high-value training designed to help New Mexico's auditing and financial professionals stay ahead of regulatory changes, comply with key requirements, and understand internal control best practices.

Whether you serve a state agency, local government, or tribal entity, this training delivers the insights you need to navigate the 2026 audit environment with confidence.

Save the Date

JULY 24, 2026

8:30 am - 12:00 pm

Las Cruces, New Mexico

**New Mexico State University
Corbett Center Student Union**

**1600 International Mall
Level 2**

Register

**Las Cruces In Person
Register with NMSCPA**

<https://www.nmscpa.org/>

- Overview of the Office of the State Auditor's (OSA) mission and organization
- Summary of the 2026 Audit Rule
- The OSA contracting process and using OSA Connect
- Special Audits and reporting fraud, waste, and abuse
- Review of FY25 Audit Findings trends and best practices
- 3 CPE Credits



MASTER SERVICES AGREEMENT TASK ORDER NO. 6

Attached to and forming part of the MASTER AGREEMENT

BETWEEN:

CITY OF BAYARD, NM

(hereinafter called the "CLIENT")

- and -

STANTEC CONSULTING SERVICES INC.

(hereinafter called "STANTEC")

EFFECTIVE: July 10, 2026

This TASK ORDER is issued under the **MASTER SERVICES AGREEMENT** (dated September 06, 2023) between STANTEC CONSULTING SERVICES INC. ("STANTEC") and CITY OF BAYARD, NM ("CLIENT") for Services to be provided by STANTEC on the Stantec Project No. 1817250065 - City of Bayard, NM - MSA Task Order No. 6 - Oak Street Lift Station Construction Services project ("Project"), as more fully described below. This Task Order is incorporated into and part of the Master Services Agreement.

The CLIENT's representative shall be: Martha Salas, Clerk.

SERVICES: STANTEC shall perform the following SERVICES:

Please see attached Fee Proposal Letter, Appendix A, and Fee Estimate for detailed fees and scope of services.

(hereinafter called the "SERVICES")

CONTRACT TIME: Commencement Date: July 15, 2026 or Upon Notice to Proceed

Estimated Completion Date: February 26, 2027

CONTRACT PRICE: Subject to the terms below, CLIENT will compensate STANTEC as follows:

100.100 – Project Management Support (1720)	\$ 10,345.00
100.105 – Construction Management	\$ 23,007.60
100.110 – Construction Observation	\$ 51,403.63
100.115 – Project Closeout	\$ 7,186.38
TO No. 6 Sub-Total Fees excluding NMGR%:	\$ 91,942.61
Applicable Bayard NMGR @ 7.6250%:	\$ 7,010.62
TO No. 6 Total Fees including NMGR @ 7.6250% (subject to change):	\$ 98,953.23

Project specific charges, such as subconsultants; travel, accommodations and meals; project-specific printing of deliverables; consumables; usage charges for specialized field equipment and company-owned, leased or rented project vehicles; external testing lab charges and other external services charges; specialized computer software costs; and other significant project-specific expenses will be invoiced in addition to labor fees and to the FRD.

Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third party charges will be charged as invoiced to STANTEC with a ten percent (10%) markup.

Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

Where the SERVICES or services conditions change, STANTEC shall submit to the CLIENT in a timely manner, documentation of the revisions to this Task Order adjusting the Contract Services Time and Price as required.

Unless otherwise specified, charges for SERVICES are based on STANTEC'S hourly billing rate table ("Rate Table"), attached hereto. The Rate Table is subject to escalation from time to time.

**ADDITIONAL
CONDITIONS:**

The following additional conditions shall be read in conjunction with and constitute part of this Task Order:

"No Additional Conditions"

COVID-19: The parties acknowledge the ongoing COVID-19 pandemic and agree that the CONTRACT PRICE and CONTRACT TIME does not include any schedule or cost impact that may occur as a result thereof. To the extent that there are cost or schedule impacts resulting from the COVID-19 pandemic, STANTEC shall be entitled to an equitable change order.

**ADDITIONAL
ATTACHMENTS:**

The following additional attachments shall be read in conjunction with and constitute part of this Task Order:

Stantec Fee Proposal Letter

Stantec Appendix A

Stantec Fee Estimate

RFP No. 2024-1L MSA 2026 Billing Rate Schedule

**INSURANCE
REQUIREMENTS:**

Before any services are provided under this agreement, STANTEC shall procure, and maintain in effect during the term of this agreement, insurance coverage in amounts and on terms not less than set forth below.

General Liability: Commercial general liability insurance for personal and bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence and not less than \$2,000,000 in the aggregate.

Automobile Liability: Automobile liability insurance for bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence.

Professional Liability: Professional liability insurance for damages incurred by reason of any negligent act, error or omission committed or alleged to have been committed by STANTEC in the amount of \$1,000,000 per claim and in the aggregate.

Workers' Compensation: As prescribed by applicable law.

Certificates: Upon request, STANTEC shall provide certificates of insurance evidencing coverage required above. Each certificate shall provide that the coverage therein afforded shall not be cancelled except with thirty (30) days prior written notice to the CLIENT.

CITY OF BAYARD, NM
STANTEC CONSULTING SERVICES INC.

John L. Ojinaga, Mayor, or City of Bayard, NM

Authorized Signer

Print Name and Title

Per:

Gabby Contreras-Apodaca, PE, Principal

Print Name and Title

**Contreras-
Apodaca,
Gabby**

Digitally signed by
Contreras-Apodaca,

Gabby

Date: 2026.07.10

12:34:42 -06'00'



Stantec Consulting Services Inc.
11797 Hwy 180 East, Arenas Valley, NM 88022 - 9756

July 10, 2026

File: Stantec Project No. 1817250065

Attention: John L. Ojinaga, Mayor
City of Bayard, NM
800 Central Avenue
Bayard, NM 88023
Email: mayor@cityofbayardnm.com

Reference: Task Order No. 6 - Oak Street Lift Station Construction Services

Dear Mr. Ojinaga:

On behalf of Stantec Consulting Services Inc., we are pleased to provide a fee proposal for the Task Order No. 6 Oak Street Lift Station Construction Services.

Scope of Service

Please see attached Appendix A for detailed scope of services.

Schedule

Please see attached Appendix A for detailed project schedule.

Task Order No. 6 – Proposed Fee Summary (Fixed Fee)

The Proposed Fixed Fee is \$91,942.61 (Excluding applicable NMGRT%). We propose to lead this task order out of our Arenas Valley, NM Office (using Current Bayard, NMGRT at 7.6250%).

100.100 – Project Management Support (1720)	\$ 10,345.00
100.105 – Construction Management	\$ 23,007.60
100.110 – Construction Observation	\$ 51,403.63
100.115 – Project Closeout	\$ 7,186.38
TO No. 6 Sub-Total Fees excluding NMGRT%:	\$ 91,942.61
Applicable Bayard NMGRT @ 7.6250%:	\$ 7,010.62
TO No. 6 Total Fees including NMGRT @ 7.6250% (subject to change):	<u>\$ 98,953.23</u>

July 10, 2026
 John L. Ojinaga, Mayor
 Page 2 of 2

Reference: Task Order No. 6 - Oak Street Lift Station Construction Services

Please do not hesitate to contact Trent Doolittle, Project Manager, at (575) 254-6064 or via email at Trent.Doolittle@stantec.com if you have any questions or need additional information. We look forward to working with you.

Sincerely,

Stantec Consulting Services Inc.

Contreras-
Apodaca, Gabby

Digitally signed by
 Contreras-Apodaca, Gabby
 Date: 2026.07.10 12:35:15
 -06'00'

Gabby Contreras-Apodaca, PE

Principal

DL: (575) 520-9171

Gabby.Contreras-Apodaca@stantec.com

cc: (Name), (Titles) email@cityofbayardnm.com

Attachments: Stantec Appendix A, Stantec Fee Estimate, RFP No. 2024-1L MSA 2026 Billing Rate Schedule

Terms and Conditions

The Terms and Conditions for this project and task order are applicable to the Terms and Conditions listed on the RFP No. 2024-1L General Engineering Services Agreement including first and second extensions, between the City of Bayard, NM and Stantec Consulting Services Inc., effective September 06, 2023, through September 06, 2026.

X

Authorized/Accepted by:
 City of Bayard, NM
 Signing Authority

Date

4 APPENDIX A**SCOPE OF WORK****City of Bayard, NM****Task Order No. 6****Oak Street Lift Station Construction Services**

This Appendix A is for RFP No. 2024-L MSA General Engineering & Architectural Support State, Local Funds Task Order No. 6 Oak Street Lift Station Construction Services for the City of Bayard, NM, for services to be performed on Stantec Project No. 1817250065, between the City of Bayard, NM, hereinafter referred to as the “City”, and Stantec Consulting Services Inc., hereinafter referred to as the “Stantec”.

Project Intent:

The scope of work for the Oak Street Lift Station will consist of engineering professional services and construction for the construction of a new lift station located in the City of Bayard.

Summarized Scope of Professional Services:

Professional Engineering services projected for this project includes; Project Management Support, Construction Management, Construction Observation and Project Closeout.

Task 100.100 – BC1720 – Project Management Support

Activities within this task include Bid Recommendation presentation in an open meeting, issuance of Notice of Award to successful contractor, Pre-Construction Conference (preparation of required documents for meeting, coordination and attendance), Grant Administration assistance with required Colonias quarterly reports, support during Closeout to include final inspection notice, contractor and Stantec final documents, completion of as-built drawings, and general project management support.

Task 100.105 BC1817 – Construction Management

Construction Management to include Pre-Construction Conference, preparation of construction source book for verification of quantities, review of up to 6 construction submittals, review and address up to 4 requests for information from contractor, 4 site visits by the construction manager and/or project engineer, pay applications, preparation and execution of up to 4 contract change orders, and general project management to include scheduling and coordination as necessary to monitor the project progress.

Task 100.110 – BC1817 – Construction Observation

Part time field inspections for up to 13 weeks for 24 hours per week (estimated 3 visits per week), reviewing and processing of contractor pay applications, and processing of project modifications/change orders by resident project representative.

Task 100.115 – BC1817 – Project Closeout

Attendance at final inspection, preparation of project punchlist and construction closeout documentation for submittal to funding agency.



FEE ESTIMATE - TO No. 6 Oak Street Lift Station Construction Services

		Project Manager (Principal), Level 15	Construction Manager (Sr Project Manager), Level 13	Construction Observer, Level 09	Project Manager Assistant, Level 08	Project Engineer, Level 11	Account Manager (Client Service Manager), Level 14	Civil Designer, Level 09	Project Manager Assistant, Level 07	Mileage	Meals	Reproduction/Postage
Name	Doolittle, Trent	Cearne, Shanti	Chavez, Julio	Villines, Desiree	Ortega, Ramses	Esqueda, George	Norero, Eddie Joe	Mascarenas, Deanna				
Project Billing Rate (FF)	\$251.00	\$212.00	\$164.00	\$150.00	\$197.00	\$223.00	\$177.00	\$158.00	\$0.725	\$20.00	\$1.00	
Total Units	33	59.5	330.5	14	18	13	26	18	776	2	250	
Fee (FF)	\$8,283.00	\$12,614.00	\$54,202.00	\$2,100.00	\$3,546.00	\$2,899.00	\$4,602.00	\$2,844.00	\$562.60	\$40.00	\$250.00	
Total Fee (FF)	\$8,283.00	\$12,614.00	\$54,202.00	\$2,100.00	\$3,546.00	\$2,899.00	\$4,602.00	\$2,844.00	\$562.60	\$40.00	\$250.00	

WBS Code	Task Code	Task Name	Units									
1	100	Construction Services										
1.1		Project Management Support (1720)										
1.1.1		Bidding					3		2			
1.1.2		Pre-Construction Conference					3	2	9			
1.1.3		Grant Admin. - Quarterly Reports					3					
1.1.4		Closeout - Final Inspec Notice							1			
1.1.5		Closeout - Contractor & Statec Docs							6			
1.1.6		Closeout - As Built Drawings						24				
1.1.7		General Project Management Support					4					
1.2	100.105	Construction Management										
1.2.1		Bidding		1						16		
1.2.2		Pre-Construction Conference	1	4	4		3			16		250
1.2.3		RFIs	1	4			8				1	
1.2.4		Site Visits		8						64		
1.2.5		Pay Applications	2	6								
1.2.6		Change Orders	2	4								
1.2.7		Project Management	25	20		14						
1.3	100.110	Construction Observation										
1.3.1		Construction Representative			312					325		
1.4	100.115	Project Closeout										
1.4.1		Final Inspection Notice		1								
1.4.2		Final Inspection (Incl Travel)		3.5	3.5		7			280	1	
1.4.3		Prepare Punch List		2	2							
1.4.4		Punch List Follow-Up			8					75		
1.4.5		Contractor Close-Out Documents		1	1							
1.4.6		Engineering Closeout Documents		4								
1.4.7		As-Builts		1								
1.4.8		Project Management	2									

Project Summary	Hours	Labour	Expense	Subs	Total
Fixed Fee	512	\$91,090.00	\$852.61	\$0.00	\$91,942.61
Time & Material	0	\$0.00	\$0.00	\$0.00	\$0.00
Total	512	\$91,090.00	\$852.61	\$0.00	\$91,942.61

Task Type	Hours	Labour	Expense	Subs	Total
Fixed Fee	512	\$91,090.00	\$852.61	\$0.00	\$91,942.61
Fixed Fee	57	\$10,345.00	\$0.00	\$0.00	\$10,345.00
Fixed Fee	5				
Fixed Fee	14				
Fixed Fee	3				
Fixed Fee	1				
Fixed Fee	6				
Fixed Fee	24				
Fixed Fee	4				
Fixed Fee	107	\$22,668.00	\$339.60	\$0.00	\$23,007.60
Fixed Fee	1				
Fixed Fee	12				
Fixed Fee	13				
Fixed Fee	8				
Fixed Fee	8				
Fixed Fee	6				
Fixed Fee	59				
Fixed Fee	312	\$51,168.00	\$235.63	\$0.00	\$51,403.63
Fixed Fee	312				
Fixed Fee	36	\$6,909.00	\$277.38	\$0.00	\$7,186.38
Fixed Fee	1				
Fixed Fee	14				
Fixed Fee	4				
Fixed Fee	8				
Fixed Fee	2				
Fixed Fee	4				
Fixed Fee	1				
Fixed Fee	2				

SCHEDULE OF BILLING RATES – 2026

Billing Level	Hourly Rate	Description															
3	\$119	Junior Level position - Independently carries out assignments of limited scope using standard procedures, methods, and techniques - Assists senior staff in carrying out more advanced procedures - Completed work is reviewed for feasibility and soundness of judgment - Graduate from an appropriate post-secondary program or equivalent - Generally, one to three years' experience															
4	\$133																
5	\$145																
6	\$150	Fully Qualified Professional Position - Carries out assignments requiring general familiarity within a broad field of the respective profession - Makes decisions by using a combination of standard methods and techniques - Actively participates in planning to ensure the achievement of objectives - Works independently to interpret information and resolve difficulties - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, three to six years' experience															
7	\$158																
8	\$164																
9	\$177	First Level Supervisor or first complete Level of Specialization - Provides applied professional knowledge and initiative in planning and coordinating work programs - Adapts established guidelines as necessary to address unusual issues - Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, five to nine years' experience															
10	\$183																
11	\$197																
12	\$203	Highly Specialized Technical Professional or Supervisor of groups of professionals - Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise - Participates in short- and long-range planning to ensure the achievement of objectives - Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures - Reviews and evaluates technical work - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, ten to fifteen years' experience with extensive, broad experience															
13	\$212																
14	\$223																
15	\$251	Senior Level Consultant or Management - Recognized as an authority in a specific field with qualifications of significant value - Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise - Independently conceives programs and problems for investigation - Participates in discussions to ensure the achievement of program and/or project objectives - Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, more than twelve years' experience with extensive experience															
16	\$285																
17	\$295																
18	\$302	Senior Level Management under review by Vice President or higher - Recognized as an authority in a specific field with qualifications of significant value - Responsible for long range planning within a specific area of practice or region - Makes decisions which are far reaching and limited only by objectives and policies of the organization - Plans/approves projects requiring significant human resources or capital investment - Graduate from an appropriate post-secondary program, with credentials or equivalent - Generally, fifteen years' experience with extensive professional and management experience															
19	\$311																
20	\$324																
21	\$337																
Survey Crews		<table> <tr> <th>Crew Size</th><th>Regular Rate</th><th>Overtime Rate</th></tr> <tr> <td>1-Person</td><td>\$130</td><td>\$155</td></tr> <tr> <td>2-Person</td><td>\$190</td><td>\$235</td></tr> <tr> <td>3-Person</td><td>\$235</td><td>\$300</td></tr> <tr> <td>4-Person</td><td>\$340</td><td>\$425</td></tr> </table>	Crew Size	Regular Rate	Overtime Rate	1-Person	\$130	\$155	2-Person	\$190	\$235	3-Person	\$235	\$300	4-Person	\$340	\$425
Crew Size	Regular Rate	Overtime Rate															
1-Person	\$130	\$155															
2-Person	\$190	\$235															
3-Person	\$235	\$300															
4-Person	\$340	\$425															

Expert Witness Services carry a 50% premium on labor. Overtime may be charged at 1.5 times the standard billing rate. All labor rates will be subject to annual increase.



**MASTER SERVICES AGREEMENT
TASK ORDER**

Attached to and forming part of the MASTER AGREEMENT

BETWEEN:

CITY OF BAYARD, NM

(hereinafter called the "CLIENT")

- and -

STANTEC CONSULTING SERVICES INC.

(hereinafter called "STANTEC")

EFFECTIVE: July 6, 2026

This TASK ORDER is issued under the **MASTER SERVICES AGREEMENT** (dated 04/30/2026) between STANTEC CONSULTING SERVICES INC. ("STANTEC") and CITY OF BAYARD, NM ("CLIENT") for Services to be provided by STANTEC on the WWTP Blower Room Electrical Workplan & Budget Narrative project ("Project"), as more fully described below. This Task Order is incorporated into and part of the Master Services Agreement.

The CLIENT's representative shall be: John L. Ojinaga, Mayor.

SERVICES: STANTEC shall perform the following SERVICES:

See Attachment - Scope of Work

(hereinafter called the "SERVICES")

CONTRACT TIME: Commencement Date: July 6, 2026

Estimated Completion Date: July 31, 2026

CONTRACT PRICE: Subject to the terms below, CLIENT will compensate STANTEC as follows:

\$21,564 plus New Mexico Gross Receipts Taxes

Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third party charges will be charged as invoiced to STANTEC with a ten percent (10%) markup.

Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

Where the SERVICES or services conditions change, STANTEC shall submit to the CLIENT in a timely manner, documentation of the revisions to this Task Order adjusting the Contract Services Time and Price as required.

Unless otherwise specified, charges for SERVICES are based on STANTEC'S hourly billing rate table ("Rate Table"), attached hereto. The Rate Table is subject to escalation from time to time.

ADDITIONAL CONDITIONS: The following additional conditions shall be read in conjunction with and constitute part of this Task Order:

ADDITIONAL ATTACHMENTS: The following additional attachments shall be read in conjunction with and constitute part of this Task Order:

Scope of Work

INSURANCE REQUIREMENTS: Before any services are provided under this agreement, STANTEC shall procure, and maintain in effect during the term of this agreement, insurance coverage in amounts and on terms not less than set forth below.

General Liability: Commercial general liability insurance for personal and bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence and not less than \$2,000,000 in the aggregate.

Automobile Liability: Automobile liability insurance for bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence.



MASTER SERVICES AGREEMENT -
TASK ORDER

Page 2

Item 14.

Professional Liability: Professional liability insurance for damages incurred by reason of any negligent act, error or omission committed or alleged to have been committed by STANTEC in the amount of \$1,000,000 per claim and in the aggregate.

Workers' Compensation: As prescribed by applicable law.

Certificates: Upon request, STANTEC shall provide certificates of insurance evidencing coverage required above. Each certificate shall provide that the coverage therein afforded shall not be cancelled except with thirty (30) days prior written notice to the CLIENT.

CITY OF BAYARD, NM

STANTEC CONSULTING SERVICES INC.

Print Name and Title

Per: _____

Patricia Bolliger, Senior Principal, Practice Leader

Print Name and Title

Bolliger, Patricia

Per: _____

Digitally signed by Bolliger, Patricia
DN: CN="Bolliger, Patricia", OU=Internal,
OU=users, OU=stantec, DC=corp, DC=ads
Date: 2026.07.09 12:39:56-06'00'



Attachment – Scope of Work

Task Order No. 1 – WWTP Blower Room Electrical Workplan & Budget Narrative

Stantec will prepare a Budget Narrative and Cost-Share Waiver for electronic submission to the U.S. Environmental Protection Agency (EPA) in coordination with the City's revised Work Plan. All deliverables will be developed in accordance with the applicable EPA grant requirements based on information and direction provided by the City. Stantec will rely on the accuracy and completeness of data and documentation provided by the City and other third parties and will not be responsible for errors or omissions in such information.

This task includes up to 10 hours of coordination with City and EPA representatives to support the development and refinement of the required submittal; Stantec has budgeted up to 16 hours for quality review and response to comments. Additional coordination, revisions, or responses to EPA comments beyond the established level of effort, including those resulting from changes in project scope, funding requirements, or agency direction, may require a mutually agreed-upon adjustment to the scope, fee, and schedule.

Stantec will provide overall task order management and will prepare and submit one monthly invoice for this effort.

Preparation of grant documentation does not constitute a guarantee of EPA approval or funding award.

Stantec anticipates submitting the following amendments separately in the near future. The amendments below are not included within this initial scope of work.

- Amendment 1 – Analyze the condition of the blower room electrical equipment, document the findings and the necessary electrical upgrades in a technical memo, and prepare an estimated engineer's opinion of probable construction cost.
- Amendment 2 - Prepare design documents associated with the necessary electrical upgrades and perform bidding and construction-phase services.

Bayard Public Library

Strategic Plan

July 1, 2026- June 30, 2029

1. Purpose of the Strategic Plan

Bayard Public Library plays an essential role in the life of the Bayard community and the surrounding Mining District and Mimbres Valley as a trusted place for learning, access, and connection. As community needs, technologies, and expectations continue to evolve, the library must remain responsive while staying grounded in its core mission and values.

This Strategic Plan provides a guiding framework for Bayard Public Library over the next several years. It is designed to clarify priorities, support thoughtful decision-making, explore potential partnerships to expand programming, and ensure that library services continue to meet the needs of residents of all ages.

The development of this plan was informed by community input gathered through a Strategic Planning Community Survey, the Strategic Planning Committee, as well as input from library staff and leadership. Community members shared how they currently use the library, what they value most, and what services they hope to see strengthened in the future. This feedback highlights strong support for the library, appreciation for existing services, and a desire to see the library continue to grow as a place of learning, access, and community connection.

Through this strategic plan, Bayard Public Library affirms its commitment to serving the community with transparency, inclusivity, and stewardship. The plan will be reviewed regularly. Together, these efforts will help ensure that Bayard Public Library remains a vital, welcoming, and sustainable resource for the community now and into the future.

2. Our Community and the Library's Role

Bayard Public Library serves the community of Bayard and the surrounding Mining District and Mimbres Valley, an area characterized by strong local identity, close community ties, and residents of all ages. As a small, rural community, Bayard faces both opportunities and challenges related to digital equity, programming capacity, building capacity, and funding sources. For many residents, the library is one of the few free, welcoming places available for learning, connection, and access to essential services.

The library plays a vital role as a trusted and neutral community institution. Residents rely on Bayard Public Library for access to books and other materials, public computers, internet, mobile hotspots, printing and copying services, and a quiet, safe place to spend time. Beyond

these core services, the library also serves as a hub for lifelong learning, family engagement, and community programs that bring people together across generations.

Community feedback gathered during the strategic planning process highlights the deep value residents place on the library. Survey respondents consistently described the library as welcoming, inclusive, well-run, and expressed appreciation for both the services offered and the staff who provide them. At the same time, community members shared a desire for the library to continue strengthening its role as a learning center, a gathering place, and a connector to information, technology, and local resources.

Within this context, Bayard Public Library's role extends beyond that of a traditional lending institution. The library functions as an access point for information and technology, a support system for children, families, students, and seniors, and a space where community members can come together to learn, connect, and participate in civic life. This strategic plan recognizes the library's unique position within the community and seeks to build upon its strengths while remaining responsive to local needs.

3. Mission, Vision, and Values

Bayard Public Library's mission, vision, and core values provide the foundation for this Strategic Plan. They reflect the library's purpose, its aspirations for the future, and the principles that guide decision-making, service development, and community engagement. Together, they define the strategic priorities outlined in this plan and shape how the library serves its community.

Mission

The Bayard Public Library provides critical access to information, technology, and educational opportunities, empowering the underserved communities of Grant County to learn, connect, and thrive.

Vision

To be a vibrant community hub that bridges the access gap, inspires lifelong learning, and fosters interconnectedness through dynamic programming for all ages and abilities in partnership with local organizations.

Core Values

Accessibility

Ensuring equitable access to information, technology, and resources for all members of our community.

Community-Centered

Building a welcoming space that reflects and supports the unique needs and strengths of our community.

Lifelong Learning

Promoting literacy, education, curiosity, joy, and growth for patrons of all ages and abilities.

Inclusivity

Celebrating diversity and providing a safe, respectful space where everyone feels valued.

Collaboration

Partnering with local organizations and community members to enhance our services and programming.

Empowerment

Enabling individuals to achieve their potential through resources, education, and support.

4. What We Heard from the Community

Community input was a central part of the strategic planning process for Bayard Public Library. Through a community survey, residents shared how they use the library, what they value most about current services, and how they would like to see the library evolve in the coming years. The feedback reflects strong community engagement, high satisfaction with the library, and thoughtful ideas for future growth.

Several clear themes emerged from the community's responses. Residents consistently identified the library as a welcoming, inclusive, and trusted space that plays an essential role in daily life. Many expressed appreciation for core services such as access to books and materials, public computers and the internet, printing and copying services, and the availability of a quiet, safe place to spend time. These core services are relied upon by people of all ages and were frequently highlighted as services the community values and wants maintained.

Community members also expressed strong interest in lifelong learning opportunities. Survey responses emphasized early literacy and educational programming for children, as well as learning opportunities for teens, adults, and seniors. Requests included activities that support education, skill-building, personal growth, and family engagement, reinforcing the library's role as an educational resource.

Technology access and support were identified as another important need. Residents shared that access to computers, internet, digital resources, and help navigating technology are essential services, especially job searching, education, and everyday tasks. The library is seen as a reliable access point for these resources, and community members would like to see this role strengthened.

The library's function as a community gathering place was also strongly affirmed. Respondents described the library as a place where people can connect, participate in programs, and feel a sense of belonging. Many suggested more community programs, cultural events, and partnerships with local organizations as ways to expand the library's impact while building on existing strengths.

Finally, feedback highlighted the importance of clear communication and access to information. Community members shared a preference for receiving library information through a combination of digital and traditional methods and expressed interest in expanded language access, particularly Spanish. There was also strong support for diversifying library funding sources via library levies, county bonds, grants, and Friends of the Library.

Together, these themes demonstrate a community that values its library, supports its mission, and wants to see it continue to grow as a place for learning, access, and connection. The strategic priorities outlined in this plan directly reflect the needs, values, and ideas shared by the community.

5. Strategic Priorities

Guided by community input, existing strengths, and the library's mission and values, Bayard Public Library identified five strategic priorities to guide decision-making over the coming years covered by the Strategic Plan, July 1, 2026 – June 30, 2027. These priorities reflect areas where community feedback was strongest and most consistent, and where the library can have the greatest impact within existing resources and capacity.

These priorities recognize Bayard Public Library as both a vital provider of essential services and a community centered space for learning, access, and connection. They also reflect the realities of serving a small, rural community, where flexibility, collaboration, and sustainability are essential.

The following strategic priorities represent the framework that will guide Bayard Public Library's work during the plan period and identifies collaboration and partnership opportunities to achieve these priorities.

Strategic Priorities

Priority 1: Support Lifelong Learning for All Ages

- Expand access to educational opportunities that support literacy, skill-building, and personal growth for children, teens, adults, and seniors.
- Strengthen early literacy and youth learning opportunities
- Continue hosting collaborative programs like the NM Summer Reading Program and the Nature Discovery Camp
- Continue utilizing free programming offered by state departments such NM Department of Cultural Affairs and Office of Archaeological Studies
- Continue library staff lead programs like Mother Goose on the Loose
- Provide meaningful engagement for teens and young adults
- Support adult education, skill development, and lifelong learning
- Encourage family-based learning and intergenerational participation
- Offer programming that reflects community interests, needs, and goals
- To achieve these priorities, Bayard Public Library will seek partnerships with community organizations such as the Western Institute for Lifelong Learning (WILL), Literacy Link Leamos and other organizations with similar missions and priorities.

Priority 2: Maintain and Enhance Core Library Services and Collections

- Ensure reliable, relevant, and equitable access to the essential services and materials the community depends on.
- Sustain and invest in high-quality access to books, media, and digital resources
- Maintain essential services such as printing, copying, and internet access
- Expand and diversify collections to reflect community interests and identities
- Ensure services remain consistent, welcoming, and responsive to community needs
- Add a digital lending platform while maintaining in person library visit stats
- Expand Monday – Thursday hours from 5 pm to 6 pm
- Utilize NM State Library online training to enhance staff’s professional development and rotate which staff members attends the annual New Mexico Library Association Conference

Priority 3: Expand Technology Access and Digital Support

- Provide equitable access to technology and support community members in navigating an increasingly digital world.
- Maintain reliable access to public computers and high-quality internet
- Support digital literacy and confidence through one-on-one assistance and learning opportunities
- Expand awareness and use of digital library resources
- Assist community members with technology needed for education, employment, and daily life
- Reduce barriers to digital access for underserved populations
- Provide community Digital Literacy Classes
- To achieve these priorities, Bayard Public Library will host a New MexiCorps- Digital Navigator, a program administered and paid through the Department of Workforce Solutions starting July 1, 2026.

Priority 4: Strengthen the Library as a Community Gathering and a Community Connector

- Build on the library's role as a welcoming space that fosters connection, collaboration, and shared experiences.
- Offer programs and events that bring community members together across ages and backgrounds
- Strengthen partnerships with local organizations to expand services and impact
- Provide a safe, inclusive, and welcoming environment for all
- Support opportunities for civic engagement, cultural enrichment, and community dialogue
- Encourage shared use of library space as a place for connection and belonging
- Host exercise classes such as yoga, Pilates, and Tai Chi in the conference room and Library Park.
- Continue collaboration with other organizations such as Frontier Food Hub on Mining District cultural events such as the first annual Dia De Muertos Mining District 2025 celebration.

Priority 5: Improve Access, Awareness, and Communication

- Ensure that all community members can easily access library services and understand the value the library provides.

- Use a mix of communication methods, including printed flyers, website, social media, newspaper news releases, and appear as guests on local radio shows to reach diverse audiences
- Increase awareness of library services, programs, and resources through outreach initiatives such as continued participation in literacy nights within the Cobre School District and tabling and providing craft activities at local summer and fall festivals
- Support language accessibility and inclusive communication practices
- Improve clarity around how to access services, resources, and tools
- Strengthen transparency and communication around library funding, services, and impact
- Create a Gear Lending Library to improve access to the outdoors
- Diversify funding sources through county bonds, library levies, and grants

6. Implementation and Flexibility

This Strategic Plan is intended to serve as a guiding framework for Bayard Public Library. This approach allows the library to remain focused on long-term goals while responding to changing community needs, staffing levels, funding opportunities, and partnerships.

Flexibility is essential for serving a small, rural community. Opportunities and challenges may arise that were not anticipated at the time this plan was developed. The library will use its mission, vision, and core values as a guide when making decisions about new initiatives, partnerships, or resource allocation, ensuring that adjustments remain consistent with the broader goals of the Strategic Plan.

This plan will be reviewed annually by library staff, Library Board, and leadership to assess progress, reflect on lessons learned, and make adjustments as needed. Through this ongoing process, Bayard Public Library will continue to remain responsive, community centered, and committed to providing meaningful services that support learning, access, and connection.

7. Evaluation and Accountability

Bayard Public Library is committed to responsible stewardship of public resources and to maintaining the trust of the community it serves. Annual evaluation and accountability are essential to ensuring that the Strategic Plan remains relevant, effective, and responsive to community needs.

Progress toward strategic priorities will be reviewed regularly by library staff and leadership through an annual review process. This review will consider qualitative and quantitative information such as service usage, program participation, community feedback, and progress toward goals identified in annual work plans. Rather than focusing solely on numbers, the library will use evaluation as an opportunity to reflect on what is working well, what challenges have emerged, and where adjustments may be needed.

The Strategic Plan is intended to be a living document. As community needs, resources, or circumstances change, the library may refine its approaches while remaining aligned with the priorities, mission, vision, and values outlined in this plan.

Bayard Public Library will continue to communicate openly with the community, Library Board, Bayard City Council, and other stakeholders about progress and future directions. Through regular review, thoughtful reflection, and clear communication, the library will ensure that this Strategic Plan serves as a meaningful guide for continuous improvement and long-term sustainability.

8. Looking Ahead

Bayard Public Library enters the coming years with a strong foundation of community trust, meaningful services, and a clear sense of purpose. This Strategic Plan reflects the voices of community members, the commitment of library staff and leadership, and the shared belief that the library is an essential resource for learning, access, and connection.

As the library moves forward, these strategic priorities will guide decisions, strengthen partnerships, and support thoughtful growth that remains responsive to local needs. Through annual planning, ongoing evaluation, and open communication, Bayard Public Library will continue to serve as a welcoming, inclusive, and resilient community institution.

By staying grounded in its mission and values while remaining adaptable to change, Bayard Public Library is well positioned to continue supporting the community now and into the future.

Bayard Public Library Park Garden Contract For Bayard Public Library, City of Bayard, New Mexico

Marie and Ralph Carter and the City of Bayard, New Mexico covenant, contract and agree as follows:

- 1) **Library Park Garden Contractor-** Marie and Ralph Carter, independent contractor, proposes that it is mutually agreed upon between the parties to maintain the Bayard Public Library Park Garden. Marie and Ralph shall be contracted by the City of Bayard to maintain the Library Park Garden.
- 2) **Place of Employment** Marie and Ralph Carter shall work at Bayard Public Library Park Garden, City of Bayard as needed.
- 3) **Equipment and Supplies** Marie and Ralph Carter may provide tools and equipment necessary to maintain the Library Park Garden. If the City of Bayard purchases any supplies or tools for the Independent Contractor they must remain at the Bayard Library. Bayard Head Librarian will submit purchase requests for approval from the City Clerk Treasurer and/or Mayor. If approved, the city will purchase the requested items.
- 4) **Status of Parties** Marie and Ralph Carter shall not be considered an employee of the City of Bayard. The relationship shall be considered as that of an independent contractor. Marie and Ralph Carter shall not be precluded from entering into a contract of employment or into another independent service contract provided that Marie and Ralph Carter retain the ability to fulfil the provisions of this agreement.
- 5) **Contract Term** The term of the contract will expire on **September 30, 2026**. The terms of this contract shall be at the discretion of the City of Bayard. The approval of this contract shall be approved at a council meeting.
- 6) **Responsibilities** Contractors Marie and Ralph Carter shall perform duties outlined in Exhibit A attached hereto and agrees to abide by all the City of Bayard policies, practices, procedures of the City and the laws of the State of New Mexico. Marie and Ralph shall devote their best efforts, energies, and skill to perform the duties and responsibilities attributable to this contract, and to this end, they shall devote sufficient time and attention to the business affairs of the Bayard Public Library Park Garden City of Bayard to ensure that assigned duties are completed in a timely, professional manner. Additional responsibilities are to be negotiated and agreed upon by an amendment in writing, approved and signed by the parties to this contract.
- 7) **Compensation:** In exchange for the services rendered and performed by Marie and Ralph, independent contractor, compensation will be in the sum of **\$300/month from July 2026 through September 2026**. The fees to be paid shall be for the services listed in Exhibit A. Marie and Ralph will submit an invoice to be paid in accordance with the City of Bayard bi-weekly.
- 8) **Termination of Agreement:** Upon Thirty (30) days written/email notice either party may terminate this agreement without cause. Upon such termination, the City shall be released from any and all further obligations under this agreement, except that the

City shall be obligated to pay compensation owing to the contractor through the day which contractor's service is terminated. All supplies purchased by the city shall remain the city's sole and exclusive property. Final compensation will not be paid until all supplies are returned.

- 9) **Assignment.** This contract may not be assigned, in whole or in part, without prior written consent of both parties hereto.
- 10) **Merger and Amendment.** This contract constitutes the full and complete understanding of the parties and supersedes all prior understandings and contracts entered into by the parties concerning the subject matter of this contract. This contract may not be modified or amended orally, but only by an amendment in writing, approved and signed by the parties to this contract.
- 11) **Subcontracting.** The Operator shall not subcontract any portion of the Operator services to be performed under this contract without the prior written approval of the City.
- 12) **Governing Law.** The Procurement Code, §§ 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities, and/or kickbacks. The laws of the State of New Mexico shall govern this Contract.
- 13) **Binding Effect.** This contract is binding upon, and inures to the benefit of the parties to this contract and their respective successors and assigns.
- 14) **Disputes.** In the event of any dispute, mediation, arbitration or litigation the laws of the State of New Mexico shall apply and the prevailing party shall be entitled to and awarded its attorney fees and costs therefore.

Dated this 16th day of July, 2026.

City of Bayard, New Mexico

By: _____
John L. Ojinaga, Mayor

Independent Contractor

By: _____
Marie Carter, Independent Contractor

By: _____
Ralph Carter, Independent Contractor

EXHIBIT A

- Assist Bayard Public Library, City of Bayard with labor and hand tools to keep the

grounds around the library healthy, growing, weeded and trimmed.

- The City of Bayard will provide supplies such as water, fertilizer, seeds, plants and other materials as needed.
- Contractor not responsible for conditions beyond our control.

DRAFT

City of Bayard

RESOLUTION 16-2026

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

WHEREAS, the **City of Bayard** and the New Mexico Department of Transportation have entered into a cooperative grant agreement under the Local Government Road Fund Program for a local road project.

WHEREAS, the total cost of the project will be **\$62,087** to be funded in proportional share by the parties hereto as follows:

CN L100658 Project Funding	Department Share	Public Entity Share	Total Project Cost
Funding Source 1	75%	25%	100%
<u>FY 2027 Local Government Road Fund</u>	\$46,565	\$15,522	\$62,087
Pavement Rehabilitation/Improvements, Reconstruction, Design and Construction Management of City Streets			

WHEREAS, the **City of Bayard** shall pay all costs, which exceed the total project cost of **\$62,087**.

NOW THEREFORE, be it resolved in official session that **City of Bayard** determines, resolves, and orders as follows:

- The project for this Cooperative Agreement is adopted and has a priority standing.
- The Cooperative Agreement terminates on **12/31/2027** and the **City of Bayard** incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.
- The agent of the **City of Bayard**, **John L. Ojinaga, Mayor**, shall have signature authority to bind the **City of Bayard** to the terms and conditions of this Cooperative Agreement, and shall have authority to request in writing and secure extensions to the Cooperative Agreement on behalf of the **City of Bayard** in the manner set forth by the Cooperative Agreement.

NOW THEREFORE, be it resolved by the **City of Bayard** to enter into Cooperative Agreement for Project Control Number **L100658** with the New Mexico Department of Transportation for the LGRF Program for fiscal year **2027** for **Steyskal St - Pavement Rehabilitation/Improvements, Reconstruction, Design and Construction Management of City Streets** within the control of **City of Bayard** in the State of New Mexico.

Bayard City Council

John L. Ojinaga, Mayor

DATE

Eloy Gonzales, Mayor Pro Tem

DATE

Eloy Medina, Councilor

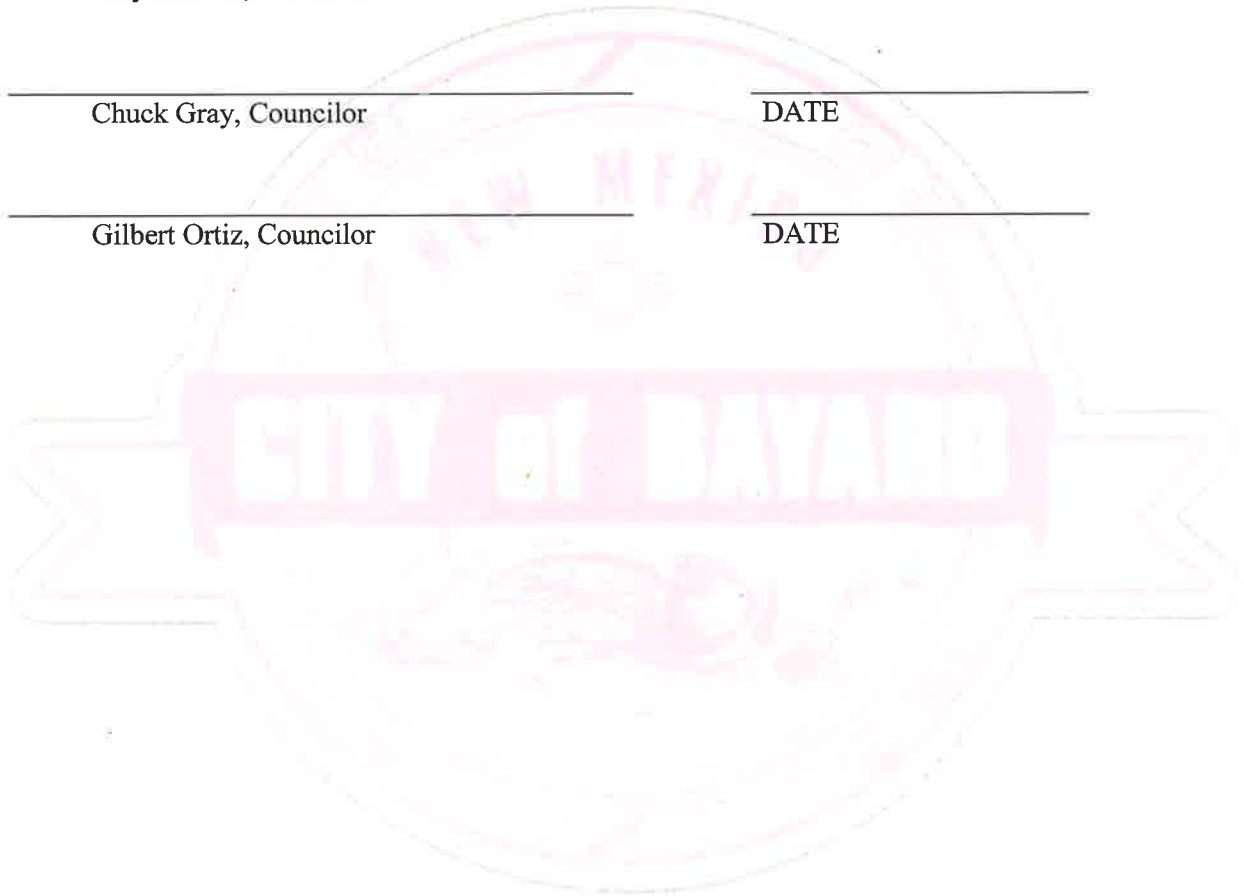
DATE

Chuck Gray, Councilor

DATE

Gilbert Ortiz, Councilor

DATE





New Mexico DEPARTMENT OF
TRANSPORTATION
MOBILITY FOR EVERYONE

June 25, 2026

John Lawrence Ojinaga, Mayor
City of Bayard
P.O. Box 728
Bayard, NM 88023

Re: 2026 - 2027 Local Government Road Fund Program

Dear Mayor Ojinaga,

The State Transportation Commission approved the above program during their **June 18th meeting**.

	Entity Share	State Share	Project Total
Cooperative Agreement	\$15,522.00	\$46,565.00	\$62,087.00

Agreements will be forwarded for signatures as soon as they are generated from Santa Fe. A resolution passed by the governing body or agency head respectively adopting the project and verifying its priority standing with the Public Entity is the next item needed.

Please be advised that the agreement that will be forwarded for signatures will also include a resolution format attached that will need to be heard, passed, and signed as part of the agreement.

The monetary amounts approved by the STC are listed above. Additional information to be included in the resolution is the route & termini and control number **HW2 L100658**. Please be sure to verify that the information listed on the agreement and resolution is correct.

Please submit the agreement (including resolution) no later than July 24th. This will allow the time needed to have the agreement fully executed by the October 31st deadline. **Any agreement not fully executed by this deadline could result in the loss of your funding.**

Please remember that **NO** aspect of the project can begin prior to the execution of the agreement.

We appreciate your assistance and please email gil.gallosa@dot.nm.gov or call 575-386-9085 if you should have any questions or need further assistance.

Sincerely,

Gil Gallosa
State Funding Coordinator
NMDOT District One

**Michelle Lujan
Grisham**
Governor

David Quintana
Cabinet Secretary

Commissioners

John McElroy
Commissioner
District 1

Gary Tonjes
Commissioner
District 2

Hilma E. Chynoweth
Commissioner
District 3

Walter G. Adams
Commissioner,
Chairman
District 4

Thomas C. Taylor
Commissioner
District 5

Charles Lundstrom
Commissioner,
Secretary
District 6

Contract No. _____
Vendor No. 0000054309
Control No. HW2L100658

LOCAL GOVERNMENT ROAD FUND COOPERATIVE AGREEMENT

This Agreement is between the **New Mexico Department of Transportation** (Department) and **City of Bayard** (Public Entity), collectively referred as the “parties.” This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-28.2, and State Transportation Commission Policy No. 44, and

Pursuant to the Public Entity’s resolution that assumes ownership, liability, and maintenance responsibility for the project scope, or related amenities, and required funding to support the Project identified herein, the parties agree as follows:

1. Purpose.

The purpose of this Agreement is to provide Local Government Road Funds to the Public Entity for the Project, as described in Control No. L100658, and the Public Entity’s resolution attached as **Exhibit C**. See:

Pavement Rehabilitation/Improvements, Reconstruction, Design and Construction Management of City Streets

The Project is a joint and coordinated effort for which the parties each have authority or jurisdiction. This Agreement specifies and delineates the rights and duties of the parties.

2. Project Funding.

- a. The estimated total cost for the Project is **Sixty Two Thousand Eighty Seven Dollars and No Cents (\$62,087)** to be funded in proportional share by the parties as follows:

Project Funding	Department Share	Public Entity Share	Total Project Cost
Funding Source 1	75%	25%	
<u>FY 2027 Local Government Road Fund</u>	\$46,565	\$15,522	\$62,087
For the purpose stated above in Section 1.			
Total Project Cost \$62,087			

- b. The Public Entity shall pay all Project costs, which exceed the Total Project Cost.
- c. Any costs incurred by the Public Entity prior to this Agreement are not eligible for reimbursement and are not included in the amount listed in this Section 2.

3. The Department Shall:

Pay the Department's Share of Project Funding identified in Section 2, Paragraph a, to the Public Entity in a single lump sum payment after:

- a. Receipt of a cover letter requesting funds;
- b. Receipt of a Notice of Award and Notice to Proceed;
- c. Receipt of Estimated Summary of Costs and Quantities;
- d. Verification of available Local Government Road Funds and Public Entity's local matching funds identified in Section 2, Paragraph a; and
- e. All required documents must include Department Project and Control Number.

4. The Public Entity Shall:

- a. Act in the capacity of lead agency for the Project described in Section 1.
- b. Submit an estimate of the Project, including work to be performed and cost to the District Engineer within thirty (30) calendar days of execution of this Agreement, or as otherwise agreed to in writing by the parties.
- c. Be solely responsible for all proportional matching funds identified in Section 2. Certify that these matching funds have been appropriated, budgeted, and approved for expenditure prior to execution of this Agreement.
- d. Pay all costs, and perform and supply or contract for all labor and material, for the purpose as described in Section 1 and the Project estimate approved by the District Engineer.
- e. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances.
- f. In accordance with project parameters, assume the lead planning and implementation role and sole responsibility for environmental, archaeological, utility clearances; railroad and Intelligent Transportation System (ITS) clearances; right-of-way acquisition; project development and design; and project construction and management.
- g. Cause all designs and plans to be performed under the direct supervision of a Registered New Mexico Professional Engineer, when applicable, as approved by the Department.
- h. Obtain all required written agreements or permits, as applicable, from all public and private entities.
- i. Allow the Department to inspect the Project to confirm that the Project is constructed in accordance with the provisions of this Agreement. Disclosures of any failure to meet such requirements and standards as identified by the Department, will result in termination for default, including without limitation the Public Entity's costs for funding, labor, equipment and materials.
- j. Complete the project within eighteen (18) months of approval of funding by the State Transportation Commission.
- k. Within thirty (30) calendar days of completion, provide written certification that all work under this Agreement was performed in accordance with either the New Mexico Department of Transportation's Standard Specification, Current Edition; American Public Works Association (APWA) Specifications; Department approved Public Entity established Specifications; or Department Specifications established for Local Government Road Fund projects, by submitting the **Project Certification of Design, Construction,**

and Cost form, attached as **Exhibit B**.

- l. Within thirty (30) calendar days of completion, furnish the Department an **AS BUILT Summary of Costs and Quantities** form, attached as **Exhibit C**. The report should reflect the total cost of the Project as stated in the **Project Certification of Design, Construction, and Cost** form.
- m. Failure to provide the **Project Certification of Design, Construction, and Cost** form and an **AS BUILT Summary of Costs and Quantities** report within thirty (30) calendar days of Project completion is a material breach of this Agreement and Public Entity shall reimburse to the Department all funds disbursed in accordance with this Agreement.
- n. Upon completion, maintain all Public Entity facilities that were constructed or reconstructed under this Agreement.

5. Both Parties Agree:

- a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.
- b. Any unexpended or unencumbered balance from the Local Government Road Fund appropriated for this Project reverts to the Department. These balances, if any, must be reimbursed to the Department within thirty (30) calendar days of project completion or expiration of this Agreement, whichever occurs first.
- c. This Project is not being incorporated into the State Highway System and the Department is not assuming maintenance responsibility or liability.
- d. Pursuant to NMSA 1978, Section 67-3-28.2, Local Government Road Funds granted under this provision cannot be used by the Public Entity to meet a required match under any other program.
- e. As applicable for state-funded projects, the provisions of the Tribal/Local Public Agency (T/LPA) State Funding Handbook (Current Edition), and for projects with federal funds, the provisions of the Tribal/Local Public Agency (T/LPA) Federal Funding Handbook (Current Edition), are incorporated by reference and control the contractual rights and obligations of the parties unless in conflict with the specific terms expressed in this Agreement or any amendments.

6. Term.

This Agreement becomes effective upon signature of all Parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on **12/31/2027**. In the event an extension to the term is needed, the Public Entity shall provide through a duly authorized agent written notice along with detailed justification to the Department sixty (60) calendar days prior to the expiration date to ensure timely processing of an Amendment.

7. Termination.

- a. If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement by providing thirty (30) calendar days written notice.
- b. The Department may terminate this Agreement if the funds identified in Section 2 have not been contractually committed within one year from the effective date of this Agreement.
- c. If sufficient appropriations and authorizations are not made, this Agreement will terminate immediately upon written notice of the Department to the Public Entity.

d. Neither party has any obligation after termination, except as stated in Sections 4, 5, and 16.

8. Third Party Beneficiary.

It is not intended by any of the provisions of this Agreement to create in the public or any member of the public a third party beneficiary or to authorize anyone not a party to the Agreement to maintain suit for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

9. Liability.

As between the Department and Public Entity, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1, *et seq.*, and other applicable law.

10. Contractors Insurance Requirements.

The Public Entity shall require contractors and subcontractors hired for the Project to have a general liability insurance policy, with limits of liability of at least \$1,000,000 per occurrence. The Department is to be named as an additional insured on the contractors and subcontractor's policy and a certificate of insurance and endorsements listing the Department as an additional insured must be provided to the Department and must state that coverage provided under the policy is primary over any other valid insurance.

To the fullest extent permitted by law, the Public Entity shall require the contractor and subcontractors to defend, indemnify and hold harmless the Department from and against any liability, claims, damages, losses or expenses (including but not limited to attorney's fees, court costs, and the cost of appellate proceedings) arising out of or resulting from the negligence, act, error, or omission of the contractor and subcontractor in the performance of the Project, or anyone directly or indirectly employed by the contractor or anyone for whose acts they are liable in the performance of the Project.

11. Scope of Agreement.

This Agreement incorporates agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this Agreement. No prior agreement or understandings, verbal or otherwise, of the parties or their agents are valid or enforceable unless included in this Agreement.

12. Terms of this Agreement.

The terms of this Agreement are lawful. Performance of all duties and obligations must conform with and not contravene any state, local, or federal statutes, regulations, rules, or ordinances.

13. Legal Compliance.

The Public Entity shall comply with all applicable federal, state, and local laws, and Department regulations and policies in the performance of this Agreement, including, but not

limited to laws governing civil rights, equal opportunity compliance, environmental issues, workplace safety, employer-employee relations and all other laws governing operations of the workplace. The Public Entity shall include the requirements of this Section 13 in each contract and subcontract at all tiers.

14. Equal Opportunity Compliance.

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age, disability, or other protected class, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the Public Entity is found to not comply with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies, subject to Section 7 above.

15. Appropriations and Authorizations.

The terms of this Agreement are contingent upon sufficient appropriations and authorizations being made by the governing board of the Public Entity, the Legislature of New Mexico, or the Congress of the United States if federal funds are involved, for performance of the Agreement. If sufficient appropriations and authorizations are not made by the Public Entity, Legislature of New Mexico, or the Congress of the United States if federal funds are involved, this Agreement will terminate upon written notice being given by one party to the other. The Department and Public Entity are expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure.

16. Accountability of Receipts and Disbursements.

There shall be strict accountability for all receipts and disbursements relating to this Agreement. The Public Entity shall maintain all records and documents relative to the Project for a minimum of five years after completion of the Project. The Public Entity shall furnish the Department and State Auditor, upon demand, any and all such records relevant to this Agreement. If documentation is insufficient to support an audit by customarily accepted accounting practices, the expense supported by such insufficient documentation must be reimbursed to the Department within thirty (30) calendar days. If an audit finding determines that specific funding was inappropriate or not related to the Project, the Public Entity shall reimburse that portion to the Department within thirty (30) calendar days of written notification.

17. Severability.

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement will remain in full force and effect.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue is proper in a New Mexico Court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G).

19. Amendment.

This Agreement may be altered, modified, or amended only by an instrument in writing executed by the parties.

The remainder of this page is intentionally left blank.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By: _____
Cabinet Secretary or Designee

Date: _____

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

By: _____
Assistant General Counsel

Date: _____

City of Bayard

By: _____

Date: _____

Title: _____

Attest: _____
City of Bayard Clerk or Designee

EXHIBIT A
PROJECT CERTIFICATION OF
DESIGN, CONSTRUCTION, AND COST

TO: New Mexico Department of Transportation
 District _____ LGRF Coordinator

Cooperative Agreement No. _____ Control No. _____
 Joint Powers Agreement No. _____ Control No. _____

Entity: _____

Scope of Work (Including Routes and Termini):

I, the undersigned, in my capacity as _____ of _____ state that:

1. The design is in compliance with all state laws, rules, regulations, and local ordinances and was performed in accordance with the provisions set forth in this Agreement and in the Tribal/Local Public Agency State Funding Handbook (Current Edition);

2. Construction of the project was performed in accordance with standards and specifications set forth in:

_____ and completed on _____, 20____; and

3. That the total project cost of _____, with New Mexico Department of Transportation 75% share of _____ and the Public Entity share of _____ (as submitted in attached "As Built Summary of Costs and Quantities") is accurate, legitimate, and appropriate for the project.

 Name

 Date

 Print Name

 Title

EXHIBIT B
AS BUILT SUMMARY
OF COSTS AND QUANTITIES
CONTRACT

ENTITY: _____ No.: _____ CN: _____

PROJECT No.: _____

TERMINI: _____

SCOPE OF WORK:

[illegible]

City of Bayard

RESOLUTION 17-2026

A RESOLUTION ESTABLISHING A STIPEND PROGRAM FOR THE CITY OF BAYARD VOLUNTEER FIRE DEPARTMENT TO COMPENSATE VOLUNTEER FIREFIGHTERS FOR EMERGENCY RESPONSE, TRAINING, AND LINE OFFICER RESPONSIBILITIES

WHEREAS the City of Bayard recognizes that volunteer firefighters generously donate countless hours protecting the lives and property of the citizens of Bayard and surrounding areas; and

WHEREAS volunteer firefighters respond to diverse types of emergencies ranging from motor vehicle accidents, medical emergencies, hazardous material incidents, and fire incidents at all hours while maintaining employment and family obligations; and

WHEREAS the City of Bayard recognizes that volunteer firefighters must continually attend training, maintain licensure and certifications, participate in meetings, inspect and maintain equipment, and remain prepared to respond to emergencies; and

WHEREAS the City of Bayard recognizes the additional time, effort, and dedication of line officers (Fire Chief, Assistant Chief, Secretary/Treasurer, and Training Officer) for their ongoing commitment to the City of Bayard Volunteer Fire Department

WHEREAS the City of Bayard wishes to establish a stipend program to recognize the time, dedication, and commitment of all volunteer firefighters and line officers while acknowledging that such stipends are not wages and do not fully compensate volunteers for their service.

NOW THEREFORE, BE IT RESOLVED by the Bayard City Council as follows:

1. The attached Bayard Fire Department policy, “Stipend for Volunteer Firefighters” establishes a written policy with procedures that commit the City of Bayard to on-going efforts to obtain funds to provide a stipend for volunteer firefighters, recognizing that such stipend will never fully compensate these volunteers.
2. The attached policy sets forth criteria for the participation of volunteers in the stipend program, which is the volunteers’ commitment to comply with certain training and organization job duty requirements as well as reporting the stipend for tax purposes.
3. It is in the best interests of the City of Bayard and the public for the Bayard Council to adopt the attached policy that promotes public welfare and safety by encouraging qualified individuals to volunteer as firefighters and by improving training, competency, and retention of these volunteers.

PASSED, APPROVED and ADOPTED by the governing body at its meeting of July 15th, 2026.

John L. Ojinaga, Mayor

ATTEST:

Martha Salas, Clerk Treasurer

City of Bayard

Policy And Procedures STIPEND FOR VOLUNTEER FIREFIGHTERS

I. INTRODUCTION; AUTHORITY; RESOLUTION

- A. Introduction / Purpose:** The City of Bayard recognizes the amount of time volunteer firefighters spend responding to emergencies and engaging in training, maintaining equipment and vehicles, as well as the routine inspection of City fire hydrants. The purpose of this policy is to establish an on-going effort to obtain funds for a stipend program that nominally compensates firefighters and emergency personnel in the City of Bayard Volunteer Fire and Rescue Department for their efforts. An additional purpose of making a stipend available—although such depends upon available funding—is to enhance recruitment efforts and help with the retention of the City’s dedicated volunteers.
- B. Authority:** NMSA 1978, Section 3-12-3(A)(7) (1965, as amended 1967) authorizes the governing body of a municipality to “adopt rules and regulations necessary to effect the powers granted municipalities.”
- C. Resolution:** The City of Bayard Council passed Resolution 17-2026 on July 15, 2026, at a duly noticed public meeting, which resolution authorized the promulgation of this policy titled “Stipend for Volunteer Firefighters”.

II. POLICY AND DEFINITIONS:

A. Policy.

- Based on the availability of funds, the City of Bayard shall pay to a volunteer firefighter, who has successfully completed the mandatory probation term, a nominal stipend for responding to emergency calls, maintaining the equipment, and participating in Bayard Fire Department meetings and training sessions.
- Payments to eligible volunteer firefighters shall be made on a fiscal year quarterly basis as follows, provided that such quarterly stipend for emergency calls shall not exceed \$600 per firefighter, unless approved in writing by the Bayard Fire Chief:

TYPE OF CALL-OUT	FIRE CHIEF & ASST CHIEF	FIREFIGHTER
◆ Each emergency call	\$20.00	\$15.00
◆ An emergency call exceeding three hours, add:	\$15.00	\$10.00

City of Bayard

◆ In-house training and meetings **

\$15.00

\$10.00

***must attend at least three weekly meetings and three training courses per calendar month.*

B. Definitions.

1. **FIRST DUE** means the software that enables the Grant County Dispatch Authority to notify emergency response personnel on their cell phones of an emergency incident.
2. [Reserved]

III. Procedures

A. Application to Participate in the Stipend Program

1. Volunteers who wish to participate in the stipend program must fill out an Incentive Program Application indicating their interest and understanding of the program. A copy of this Application is found in *Appendix 1* to this policy.
2. Volunteers who wish to participate in the stipend program must acknowledge and agree to comply with monthly bunker gear inspection, SCBA inspection, and fire emergency vehicle assessment.
3. A probationary volunteer firefighter's eligibility to become a participating volunteer in this stipend program begins only after the individual has successfully completed six months of his or her 12-month probationary period.

B. Requirements of Continued Participation in the Stipend Program

1. A participating volunteer must complete a W-9 form for tax reporting purposes.
2. A participating volunteer must meet the minimum twelve (12) hours weekly attendance requirement and be free of any disciplinary actions.
3. A participating volunteer must answer a call and participate as authorized. Proof of attendance shall be shown by the attendance documentation noted on the incident report as well as the acknowledgement on E-dispatches.
4. A participating volunteer must complete training requirements, with each training session being a minimum of four (4) hours duration, which the volunteer must schedule in advance. Each training session shall have a sign-in sheet to verify attendance. Please note: vehicle and equipment checks do not qualify as training.

C. Stipend Payments

1. The payment of any quarterly stipend is **dependent upon available funds in a separate designated City account.**
2. Participating volunteers must sign a Pay Voucher each month. A copy of the Pay Voucher form is found in *Appendix 2* to this policy.

City of Bayard

- a. The participating volunteer must submit the Pay Voucher to the Fire Chief-by hand delivery to the Fire Chief or leaving the Pay Voucher in a secure receptacle designated by the Chief.
- b. The participating volunteer must then submit the completed Pay Voucher (signed by the volunteer and the Fire Chief) to the Deputy Clerk at Bayard City Hall by the fifteenth (15th) day following the end of the fiscal quarter, as shown below:
 - (1) First Quarter ends September 30; voucher forms are due by Oct. 15.
 - (2) Second Quarter ends December 31; voucher forms are due by Jan. 15.
 - (3) Third Quarter ends March 31; voucher forms are due by April 15.
 - (4) Fourth Quarter ends June 30; voucher forms are due by July 15.
- c. Failure to submit a completed Pay Voucher, as provided above, shall result in no quarterly payment, unless the Fire Chief and Mayor determine that compelling cause exists for the non-submission.

D. Resignation from Stipend Program

1. A participating volunteer may at any time resign from the stipend program. If the resignation occurs during the fiscal quarter, the volunteer shall be paid for owed funds to the date of resignation.
2. Not participating in the stipend program, standing alone, shall not affect the individual's volunteer status with the City Volunteer Fire and Rescue Department.