



THE CITY OF ARTESIA, NEW MEXICO

511 W. Texas Ave.
P.O. Box 1310
Artesia, NM 88211-1310

(575) 746-3593
(575) 746-2122
(575) 746-3886

Mayor
City Clerk
Fax

AGENDA CITY COUNCIL MEETING

February 11, 2025
5:00 p.m.

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities:**
4. **City Departments and Employees**
5. **Special Reports**
6. **Period for Hearing Visitors** *(3-minute time limit)*
7. **Approval of Consent Agenda**
8. **Public Hearings** – including consideration of final passage of any ordinance as to which proper notice has been published.
9. **Comments from Public Officials and Contracted Services**
10. **Committee Reports:**
 - A. Budget and Finance
 - B. Personnel
 - C. Police and Fire
 - D. Safety
 - E. Recreation
 - F. Infrastructure / Planning *(Streets, Garage, Cemetery, Parks, Water, Wastewater, Solid Waste, Facility Maintenance, Project Management, Code Enforcement, Permits and Inspections)*
 - G. Government
11. **Personnel:**
 - A. *Stats
12. **Public Safety:**
 - A. **Police Department:**
 - 1) *Stats
 - B. **Fire Department:**
 - 1) *Stats
13. **Infrastructure:**

A. Community Development:

- 1) *Stats

B. Infrastructure:

- 1)

14. City Attorney:

15. City Clerk:

- A. *Consideration and approval of Resolution 1895 Budget Adjustment to Budget 2024-2025.
- B. *Request for Permission to Pursue Capital Outlay Funding jointly with Artesia Mainstreet to purchase the Landsun Theatre.

16. Mayor:

- A. *Consideration and approval of Resolution 1896 A Resolution of the City Council of Artesia, New Mexico, Expressing Support for Local Government Control and Participation as a Cooperating Agency Under the National Environmental Policy Act (NEPA) and Offering Comments from the City Council of Artesia Regarding the Proposed U.S. Department of Energy National Interest Electric Transmission Corridor.

17. New or other business from Councilors:

18. Adjournment

CONSENT AGENDA
February 11, 2025

1. **Approval of Minutes** *January 28, 2025
2. **Consideration of Bids:**
A.
3. **Contracts, Leases and Agreements:**
A.
4. **Appointments:**
A. Approval of the appointment of Matt Conn to the Recreation Advisory Board (*term to expire February 2026*)

5. Personnel Resignations, Hirings, Promotions, and Transfers:

Upon recommendation of the Mayor, subject to successful completion of required pre-employment testing, permission to:

A. *Hire:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1. <u>Celia Perches</u>	F&A	Customer Service Clerk	\$2,600.00 per/mo CA11
2. <u>Brett Golleher</u>	Fire	Firefighter AEMT	\$5,369.38 per/mo F2A
3. <u>Steven Mata</u>	Fire	Firefighter Uncert	\$4,478.50 per/mo F1
4. <u>Stephon Porter</u>	Police	Community Service Officer	\$3,050.66 per/mo CAP1
5. <u>Luis Calderon</u>	Streets	Equipment Operator I	\$2,600.00 per/mo CA11

B. Promotion:

1. Approval of temporary 5% increase, Angelina Davila, HR, effective February 3, 2025.

C. Demotion:

- | | | | |
|----------------------------|--------|-------------------|---------------------------|
| 1. <u>Isidro Hernandez</u> | Police | Detention Officer | \$2,600.00 per/mo
CA11 |
|----------------------------|--------|-------------------|---------------------------|

D. Transfer:

E. Resignation:

1. Accept the resignation of Xavier Anaya Police/Sergeant effective January 31, 2025.

6. Dates of Hearing:

7. Travel and Training:

- A. Police – Permission for one (1) employee to attend the Supervision of Police Personnel training online.
- B. Police – Permission for one (1) employee to attend the NASRO Adolescent Mental Health Training for SRO's.

8. Routine Requests for City Facilities:

A.

9. Routine Resolutions (to be assigned a number by staff):

A.

10. Budgeted Items:

11. Quarterly Journal Entries:

12. Non-budgeted Items:

13. *Payment of Bills

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
JANUARY 28, 2025**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, January 28, 2025 at 5:00 p.m. in regular session with Mayor Pro Tem Jeff Youtsey presiding, and the following present to wit:

City Council Members:

Ignacio Mariscal	Jarrold Moreau	Mayor Pro Tem Jeff Youtsey
Raul Rodriguez	Michael Bunt	

Also present:

City Attorney Cas Tabor
HR Director Jerry Conde
City Clerk/Treasurer Summer Valverde

Absent:

Wade Nelson
Richard “Dickie” Townley
George Mullen
Mayor Jonathan Henry

It was determined that a quorum was present. The invocation was given by Councilor Rodriguez and all joining in the Pledge of Allegiance.

New Requests for City Facilities:

None

City Departments and Employees

City Clerk/Treasurer Summer Valverde introduced the new Senior Admin Assistant for the Mayor, HR Director and City Clerk; Analisa Herring.

Special Reports

None

Period for Hearing Visitors

None

Consent Agenda

Councilor Rodriguez moved to approve the consent agenda. Councilor Mariscal seconded. Mayor Pro Tem pointed out that there were individuals named to the recreation commission, he thanked them for standing up and helping the city make good decisions concerning recreation. Upon vote, the motion passed.

**CONSENT AGENDA
January 28, 2025**

1. **Approval of Minutes** *January 14, 2025
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
4. **Appointments:**
 - A. Approval of the appointment of Abbie Butler to the Recreation Advisory Board (*term to expire January 2026*)
 - B. Approval of the appointment of Morgan Fox to the Recreation Advisory Board (*term to expire January 2027*)
 - C. Approval of the appointment of Jackson Bickel to the Recreation Advisory Board (*term to expire January 2026*)
 - D. Approval of the appointment of Nolan Frederick to the Recreation Advisory Board (*term to expire January 2027*)
 - E. Approval of the appointment of Chelsea Bilberry to the Recreation Advisory Board (*term to expire January 2028*)
 - F. Approval of the appointment of Troy Ross to the Historical Museum Commission (*term to expire January 2029*)
 - G. Approval of the appointment of Alayna Guidry to the Historical Museum Commission (*term to expire January 2029*)
5. **Personnel Resignations, Hirings, Promotions, and Transfers:**

Upon recommendation of the mayor, subject to successful completion of required pre-employment testing, permission to:

 - A. *Hire:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1. <u>Isreal Porras</u>	Senior Center	Maintenance Tech I	2920.66 p/mo CA13
 - B. Ratification Promotion:

a. Lorenzo Cardona	Police	Police Corporal	5281.46 p/mo CAP8
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 - C. Demotion:
 - D. Transfer:
 - E. Resignation:

1. Accept the resignation of Eleazar Hernandez, Wastewater Assistant, Wastewater, effective January 17, 2025.

6. Dates of Hearing:

7. Travel and Training:

- A. Fire – Permission for two (2) employees to attend the NM IAAI Conference in Albuquerque, NM.
- B. Police – Permission for two (2) employees to attend the Foundations of Forensic Photography online.
- C. Police – Permission for two (2) employees to attend the Forensic Technician in New Braunfels, TX.
- D. Police – Permission for two (2) employees to attend the Firearms Delivery to Pro Force (Glock buyback) in Prescott, AZ.

8. Routine Requests for City Facilities:

9. Routine Resolutions (to be assigned a number by staff):

10. Budgeted Items:

11. Quarterly Journal Entries:

12. Non-budgeted Items:

13. *Payment of Bills

Public Hearings – including consideration of final passage of any ordinance as to which proper notice has been published.

None

Comments from Public Officials and Contracted Services

None

Committee Reports

- A. Budget & Finance – None
- B. Personnel – Councilor Rodriguez stated that HR Director Conde had called for a meeting on February 4.
- C. Police & Fire – None
- D. Safety – None
- E. Recreation – Councilor Rodriguez thanked the Mayor Pro Tem for announcing the appointment of new members of the Recreation Commission. He stated that Jayde Burnell would contact them to schedule their first meeting. He went on to say that there had been a meeting with Jason Tavera II, the Mayor, Byron

Landfair and himself regarding some of the requests the softball/baseball association had regarding in kind services. Another meeting took place with the Little League board to hear concerns and see how the city could help with in kind services. He also reported that basketball has started.

- F. Government – Mayor Pro Tem Youtsey said that a meeting was held this month, and the senior center was discussed and reported that the committee had gone to the senior advisory board meeting to show their support. It was reported that there were no bids received for the hangar project at the airport, staff is looking to repackage the bid. Council Bunt asked if the hangar projects were approved and budgeted. Mayor Pro Tem responded that he understood that these projects were budgeted but unfortunately, we didn't receive a bid to complete the project. City Clerk Valverde confirmed and stated that staff will come to council before any bid is awarded. Councilor Rodriguez asked how long it would take to complete the projects once bidding is awarded. He expressed his concerns that the city would not be prepared for the Air Show Races in September. Clerk Valverde stated that the goal is to get the airport prepared for parking and tie downs before September. The Mayor Pro Tem used the time to update the city on the meeting held with National Championship Air Races. Discussion took place regarding the potential impact the Air Races could bring to the city in terms of economic growth.

Personnel

None

Public Safety

A. Police Department:

Chief Roberts presented the item: consideration and approval of the bid submitted by ProForce for the purchase of the police department's old firearms. Mayor Pro Tem asked if the travel listed on the consent agenda was for the transport of these firearms to ProForce. Chief Roberts confirmed that it was for the transport. Councilor Rodriguez moved to approve the bid from ProForce for the purchase of old firearms. Seconded by Council Moreau, and upon vote, the motion passed. Councilor Mariscal asked what happened to the rifle shooting range that had been talked about in the past. Chief Roberts stated that the BIA land it was thought to be on was not in the city limits and he assumed it had died.

B. Fire Department:

Chief Hope greeted the Mayor Pro Tem and Council and stated he had nothing on the agenda. He updated the council on the recruits and stated that there were 6 positions still open. Mayor Pro Tem asked what tools they were using in having success in recruiting. Chief Hope stated that the recruiting efforts include national advertising as well as sending officers to Wolfforth Junior College near Lubbock, but most of the applicants are local. Chief Roberts joined Hope at the podium and discussed with the council the PD'S recruitment efforts.

Infrastructure

Infrastructure Director Byron Landfair greeted the Mayor Pro Tem and Council. He updated the council on the 26th project, the server room at the old police department and stood for any questions. Councilor Mariscal asked about some of the vacant businesses in town and if there was anything being done on trying to bring in new businesses to occupy those buildings. Mr. Landfair did not have insight into all the vacant properties except that he has heard that the city was looking to see if AMC would donate the Landsun to us. Discussion took place on the possible situations occurring at each vacant property. Councilor Rodriguez asked about the project at 2nd and Richardson. Mr. Landfair stated that they are in the phase of reviewing contracts and should have a pre-construction meeting soon.

City Attorney

None

City Clerk

City Clerk Treasurer Valverde presented for consideration and approval the Airport Hangar Lease with Generation Jets, LLC. She pointed out that all leases will be set at market rate for the lease amount. She stated that the FAA requires the airport to be as self-sustainable as possible. Therefore, all leases are required to be set as so. Mayor Pro Tem sought a motion to approve the Airport Hangar Lease, Councilor Rodriguez moved. Seconded by Councilor Moreau, and upon vote, the motion passed.

Mayor

Mayor Pro Tem Youtsey sought a motion to go into executive session in accordance with the State of New Mexico Open Meetings Act, Section 10-15-1 H (7). Councilor Rodriguez moved. Seconded by Councilor Mariscal and upon roll call, with the following votes recorded:

Aye: Youtsey, Moreau, Rodriguez, Bunt, Mariscal

Nay: None

The motion passed.

Council recessed to executive session at 5:39 p.m.

Council reconvened at 6:20 p.m.

Councilor Rodriguez moved to reconvene from executive session. Pending litigation was discussed, no action was taken. Seconded by Councilor Moreau and upon roll call, with the following votes recorded:

Aye: Mariscal, Bunt, Mariscal, Moreau, Youtsey

Nay: None

The motion passed.

Councilor informed the public that during discussion of threatened pending litigation, they will be looking toward discussing soon and there was nothing else at this time.

New or other business from Councilors

Councilor Rodriguez welcomed the new administrative assistant and stated she knew how to reach them.

Adjournment

There being no further business, the meeting was adjourned at 6:22 p.m. on January 28, 2025.

Jeff Youtsey, Mayor Pro Tem

ATTEST:

Summer Valverde - City Clerk/Treasurer



City of Artesia
Position Hiring Process Review

Position: Customer Service Clerk

Posting: Internal External

Newspaper Advertising

Artesia Daily Press Roswell Daily Record Carlsbad Current Argus
 Albuquerque Journal New Mexico Press Other (please list)

Other Recruiting City Website Other (please list) Indeed.com

Applications: Total Applicants: **20** Internal Applicants: External Applicants: **20**

Interview: Total Interviews: **10** Internal Applicants: **0** External Applicants: **10**

Pay Scale: Requested Starting Salary **\$2,600.00 per month CA11**

Within Current Pay Scale? Yes No
(if no please explain)

Above Entry Step: Yes No
(if yes please explain)



City of Artesia
Position Hiring Process Review

Position: Firefighter/AEMT

Posting: Internal External

Newspaper Advertising

Artesia Daily Press Roswell Daily Record Carlsbad Current Argus
 Albuquerque Journal New Mexico Press Other (please list)

Other Recruiting City Website Other (please list) Indeed.com

Applications: Total Applicants: 1 Internal Applicants: External Applicants: 1

Interview: Total Interviews: 1 Internal Applicants: 0 External Applicants: 1

Pay Scale: Requested Starting Salary \$5,369.38 per month F2A

Within Current Pay Scale? Yes No
(if no please explain)

Above Entry Step: Yes No
(if yes please explain)

Due to Experience.



City of Artesia
Position Hiring Process Review

Position: Firefighter/Uncertified

Posting: Internal External

Newspaper Advertising

Artesia Daily Press Roswell Daily Record Carlsbad Current Argus
 Albuquerque Journal New Mexico Press Other (please list)

Other Recruiting City Website Other (please list) Indeed.com

Applications: Total Applicants: **1** Internal Applicants: External Applicants: **1**

Interview: Total Interviews: **1** Internal Applicants: **0** External Applicants: **1**

Pay Scale: Requested Starting Salary **\$4,478.50 per month F1**

Within Current Pay Scale? Yes No
(if no please explain)

Above Entry Step: Yes No
(if yes please explain)



City of Artesia
Position Hiring Process Review

Position: **Community Service Officer**

Posting: Internal External

Newspaper Advertising

Artesia Daily Press Roswell Daily Record Carlsbad Current Argus
 Albuquerque Journal New Mexico Press Other (please list)

Other Recruiting City Website Other (please list) Indeed.com

Applications: Total Applicants: **1** Internal Applicants: External Applicants: **1**

Interview: Total Interviews: **1** Internal Applicants: **0** External Applicants: **1**

Pay Scale: Requested Starting Salary **\$3,050.66 per month CAP1**

Within Current Pay Scale? Yes No

(if no please explain)

Above Entry Step: Yes No

(if yes please explain)



City of Artesia
Position Hiring Process Review

Position: **Equipment Operator I (Streets)**

Posting: Internal External

Newspaper Advertising

Artesia Daily Press Roswell Daily Record Carlsbad Current Argus
 Albuquerque Journal New Mexico Press Other (please list)

Other Recruiting City Website Other (please list) Indeed.com

Applications: Total Applicants: **6** Internal Applicants: External Applicants: **6**

Interview: Total Interviews: **3** Internal Applicants: **0** External Applicants: **3**

Pay Scale: Requested Starting Salary **\$2,600.00 per month CA11**

Within Current Pay Scale? Yes No

(if no please explain)

Above Entry Step: Yes No

(if yes please explain)



City of Artesia

MEMORANDUM

City of Artesia

To: Mayor Henry, Councilmembers
From: Fernando Valdez, Safety Coordinator
Department: Human Resources
Date: February 6, 2025
Subject: January 2025 Monthly Safety Report

There were 0 OSHA recordable injuries for the month of January 2025.

There was 1 Worker's Comp injury for the month of January 2025.

There was 2 incidents involving City vehicles in the month of January 2025.

Dogs 2025

Month	Intake	Carry Over	City Adopti	Rescued	Reclaimed	Euthanized	ICD	Escape	In Custody	City	County	Sheriff Offi	Total
January	86	53	16	14	18	40	9	0	42	55	0	31	86
February													0
March													0
April													0
May													0
June													0
July													0
August													0
September													0
October													0
November													0
December													0
Total	86		16	14	18	40	9	0		55	0	31	86
Percentage			19%	16%	21%	47%	10%	0%		64%	0%	36%	
												Average Stay	

Cats 2025

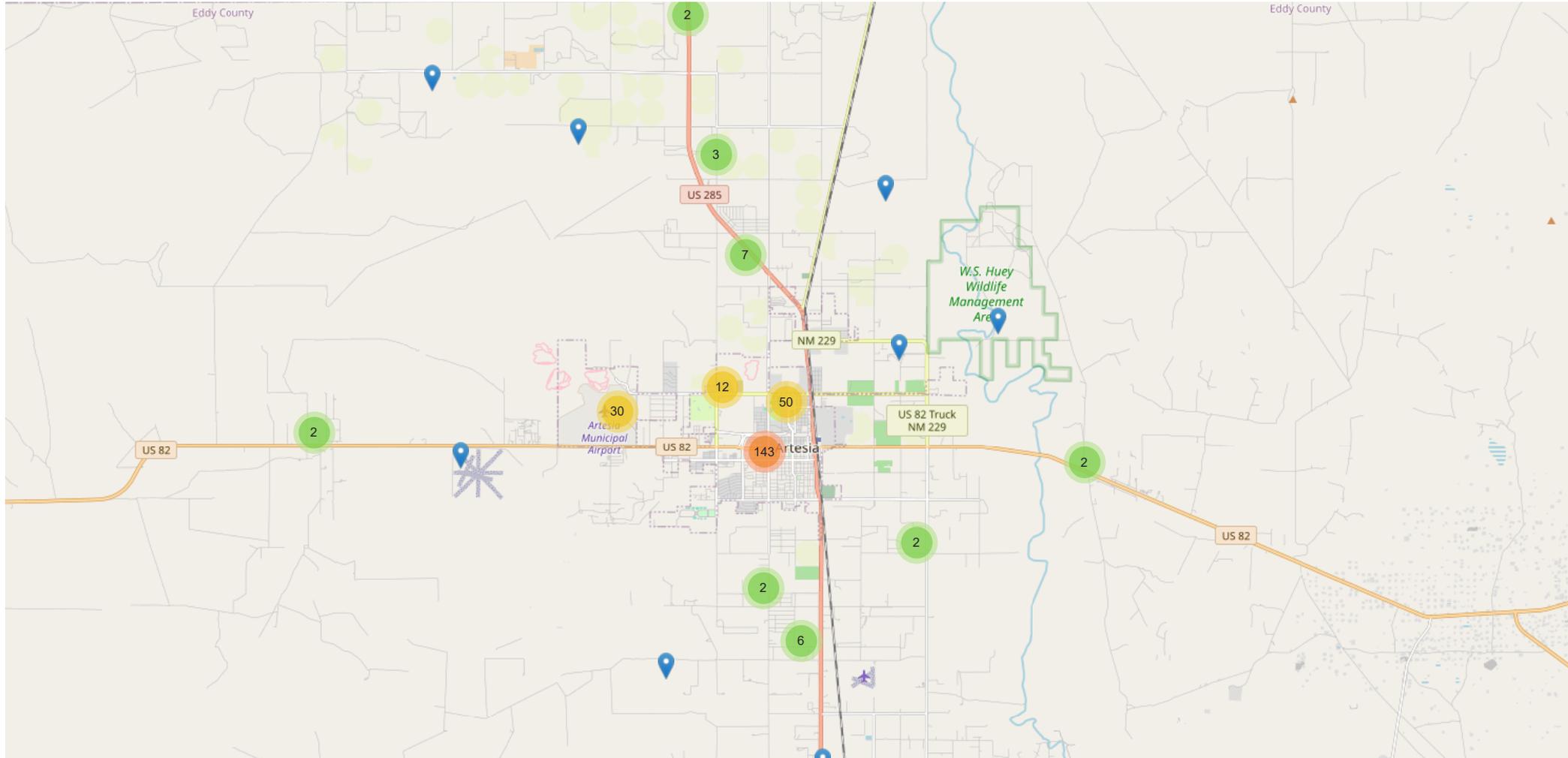
Month	Intake	Carry Over	City Adopti	Rescued	Reclaimed	Euthanized	ICD	Escape	In Custody	City	County	Sheriff Offi	Total
January	9	11	6	0	0	0	0	0	14	8	0	1	9
February													0
March													0
April													0
May													0
June													0
July													0
August													0
September													0
October													0
November													0
December													0
Total	9		6	0	0	0	0	0		8	0	1	9
Percentage			67%	0%	0%	0%	0%	0%		89%	0%	11%	

December													0
Total	0		0	0	0	0	0	0	0		0	0	0
Percentage			#DIV/0!		#DIV/0!	#DIV/0!	#DIV/0!						

Other 2025													
Month	Intake	Carry Over	City Adopti	Rescued	Reclaimed	Euthanized	ICD	Escape	In Custody	City	County	Sheriff Offic	Total
January	0	0	0	0	0	0	0	0	0	0	0	0	0
February													0
March													0
April													0
May													0
June													0
July													0
August													0
September													0
October													0
November													0
December													0
Total	0		0	0	0	0	0	0	0		0	0	0
Percentage			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		#DIV/0!	#DIV/0!	#DIV/0!

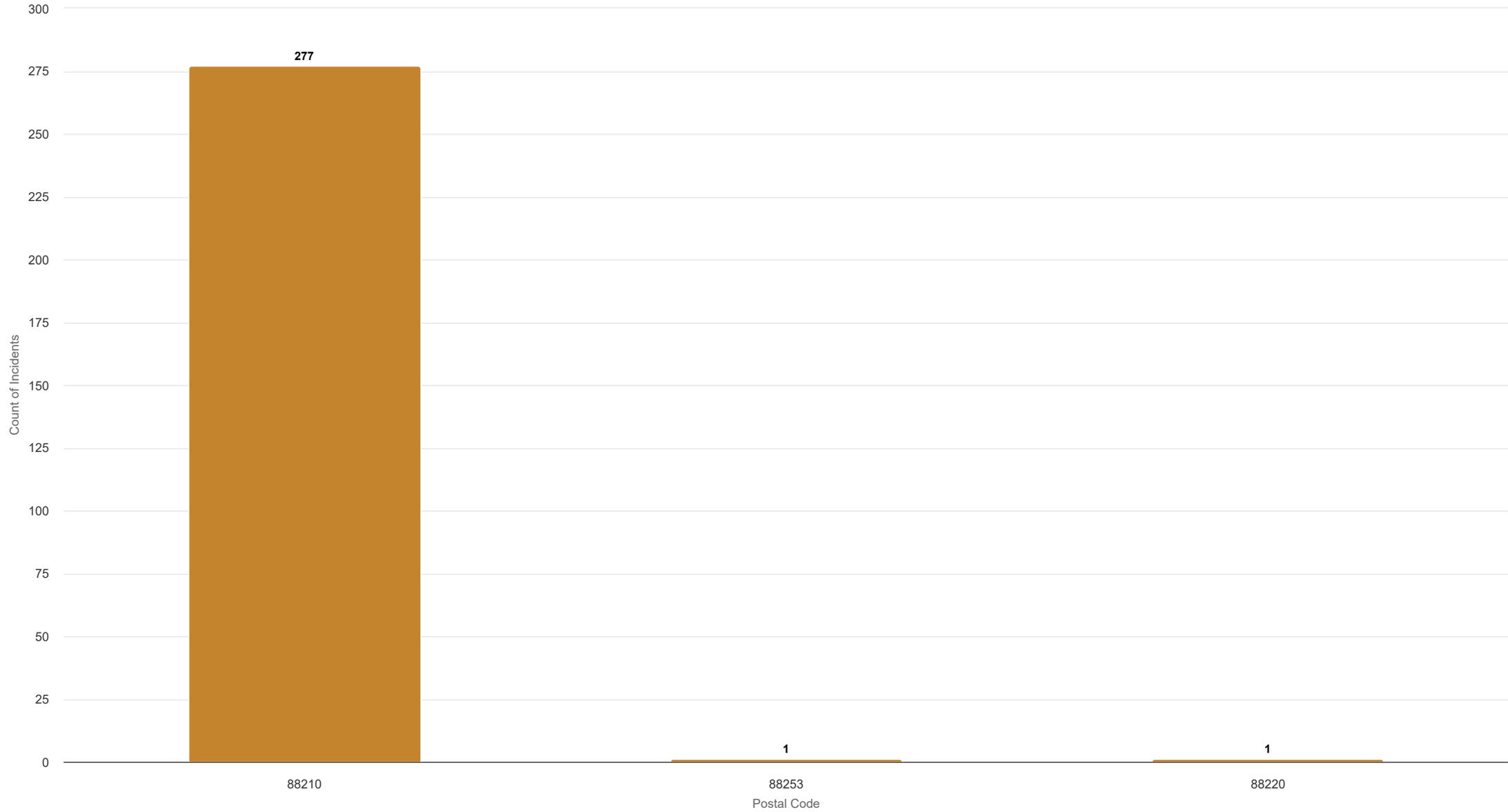
Scene Locations of Fire Incidents

N = 279 Jan 01, 2025 to Jan 31, 2025



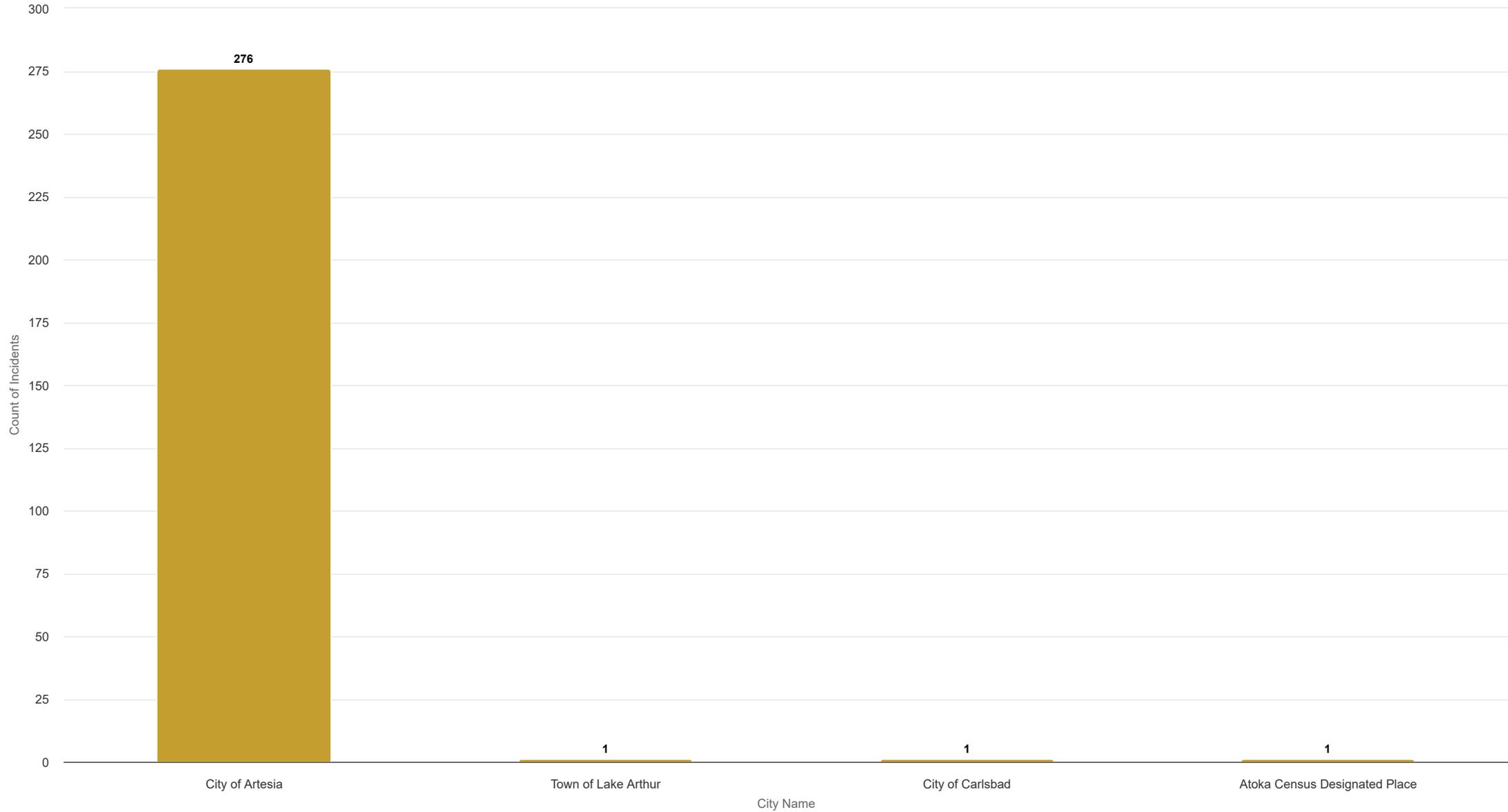
Incidents by Postal Code

Jan 01, 2025 to Jan 31, 2025



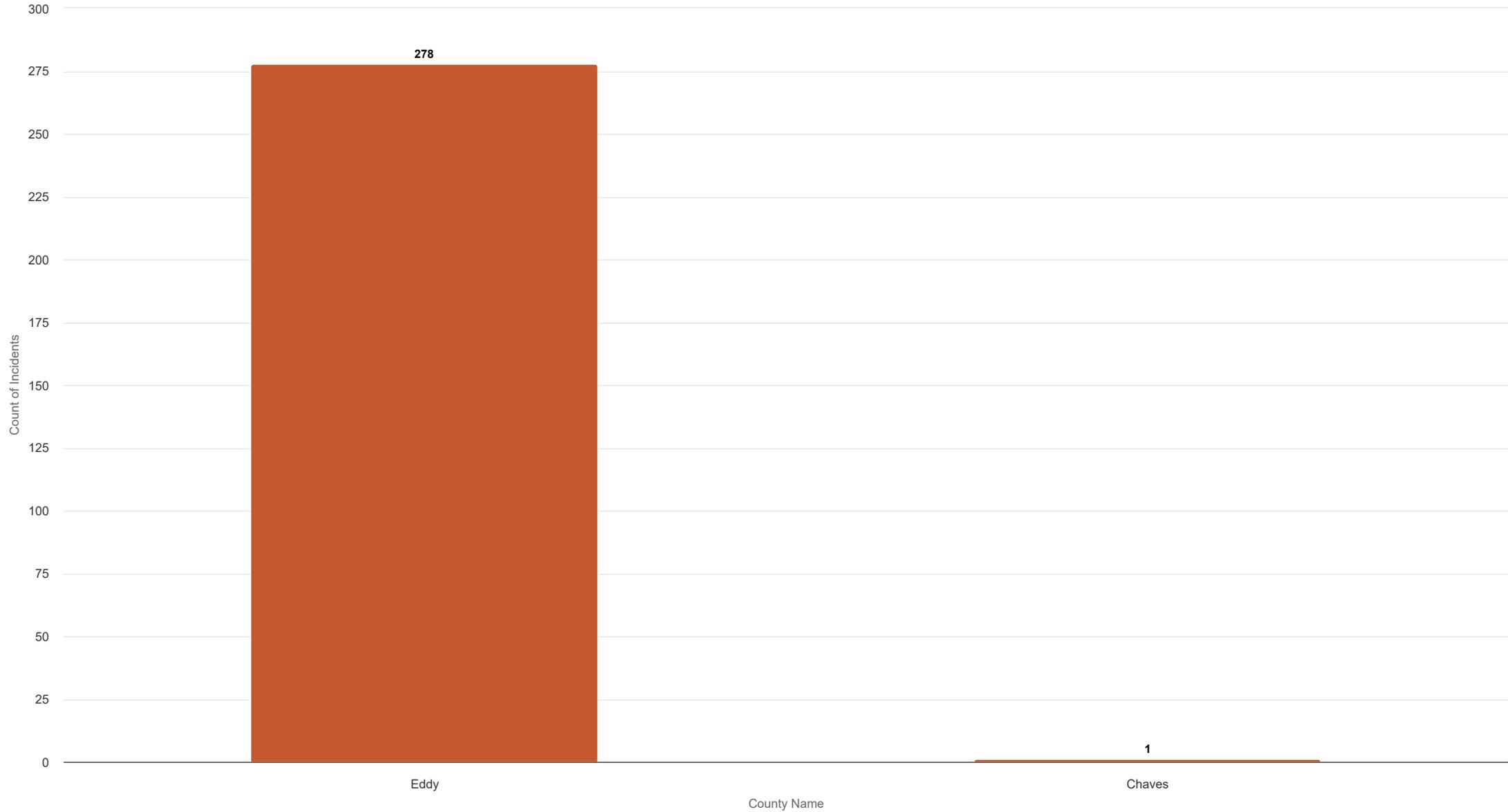
Incidents by City Name (Top 15)

Jan 01, 2025 to Jan 31, 2025



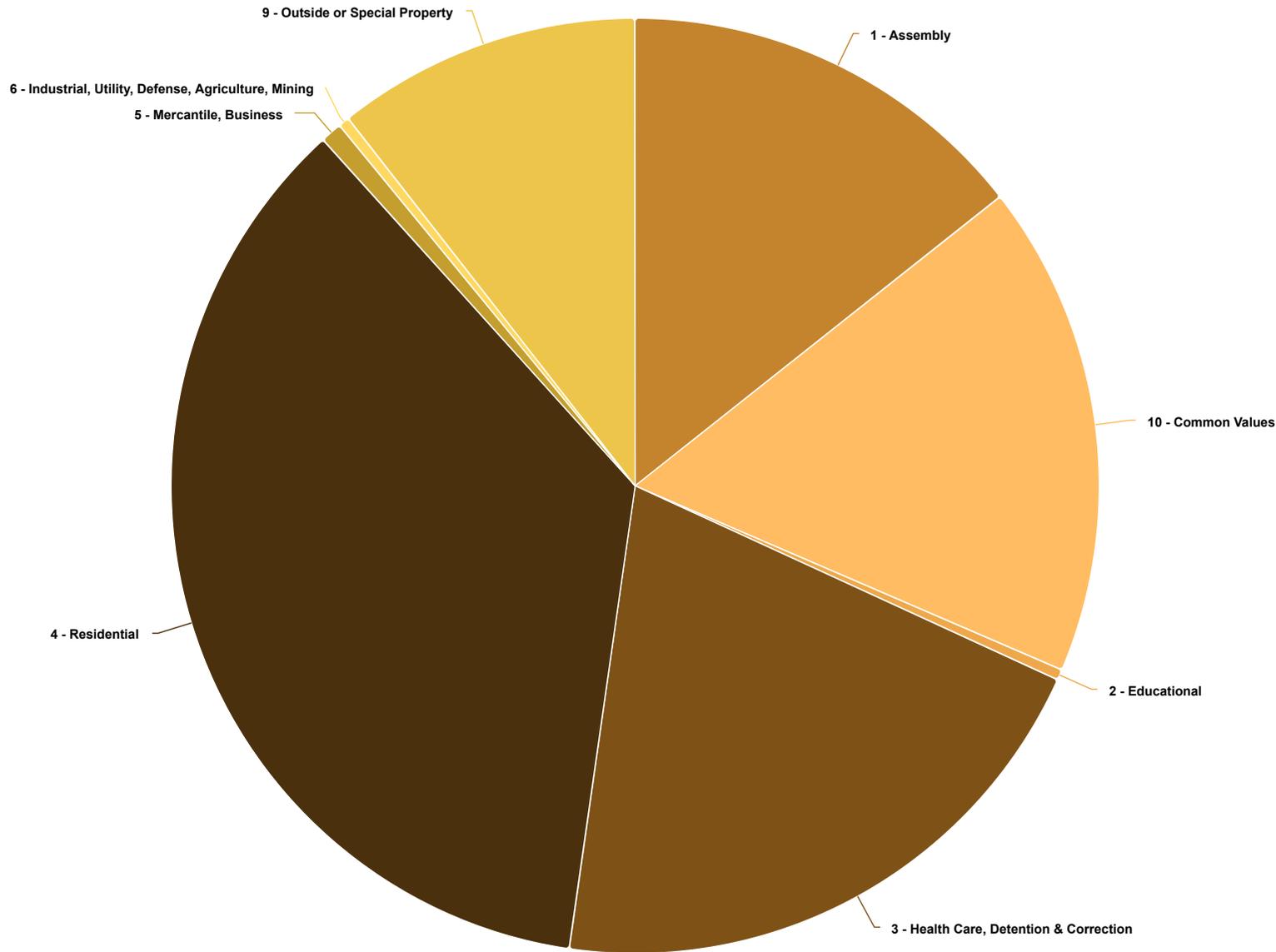
Incidents by County Name (Top 15)

Jan 01, 2025 to Jan 31, 2025



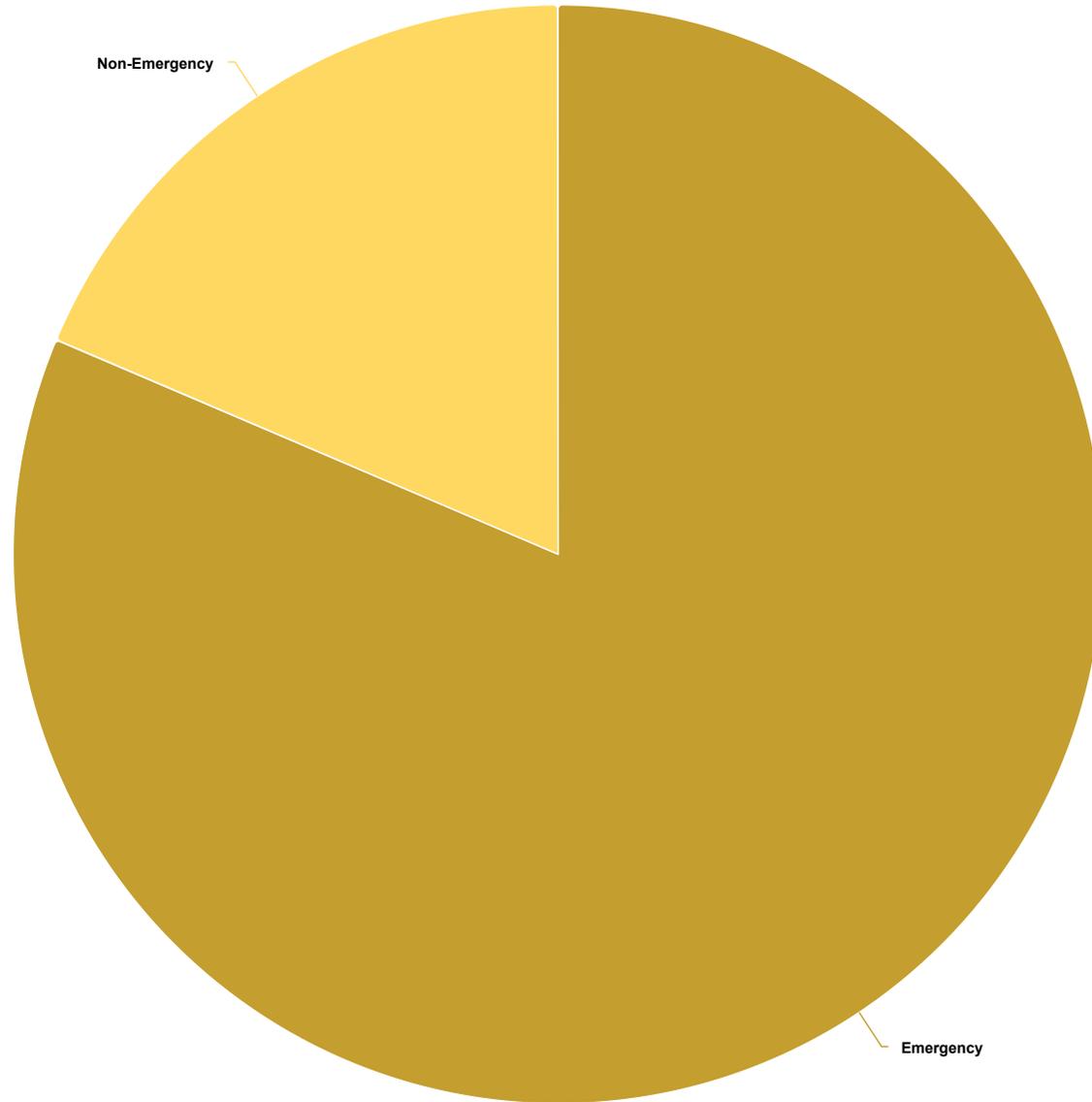
Incidents by Property Use Category

Jan 01, 2025 to Jan 31, 2025



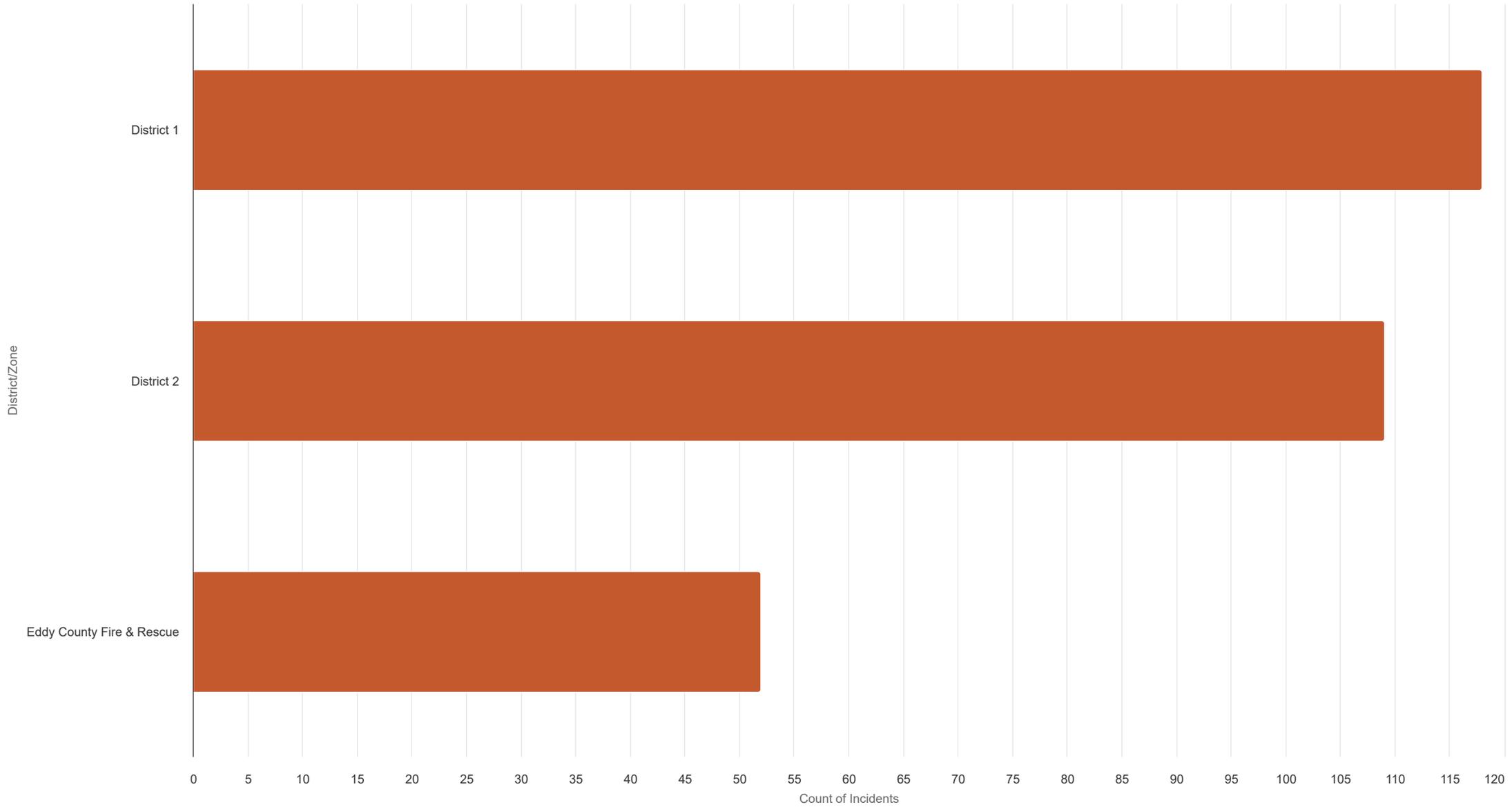
Incidents by Response Mode To Scene

Jan 01, 2025 to Jan 31, 2025



Incidents by District/Zone

Jan 01, 2025 to Jan 31, 2025



Incidents by District/Zone

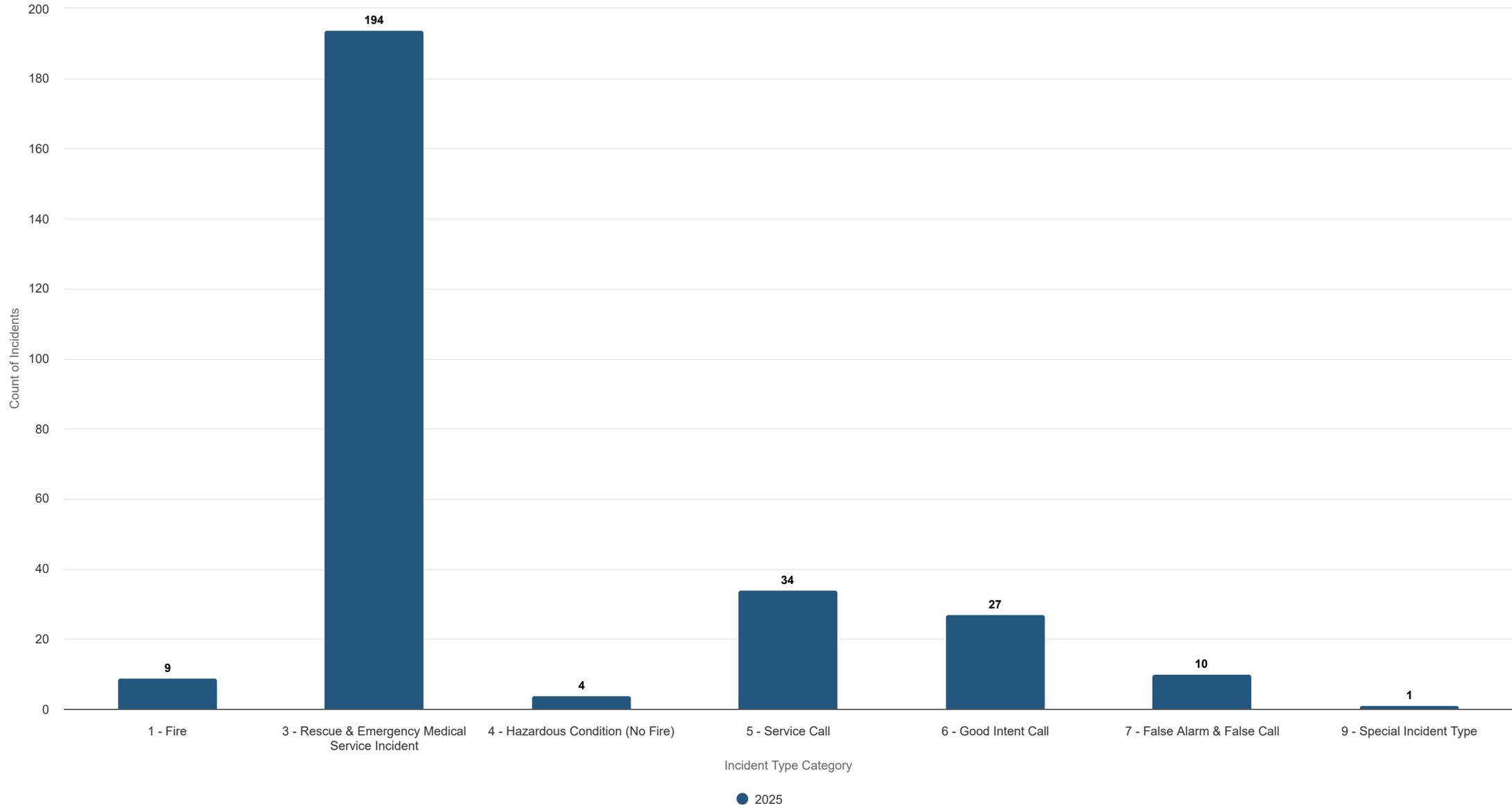
Jan 01, 2024 12:00 AM to Feb 07, 2025 03:04 PM



District/Zone	2025		2025		2024		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
Atoka VFD	0	0	0	0.00%	4	1.00%	-100.00%
Cottonwood VFD	0	0	0	0.00%	7	2.00%	-100.00%
District 1	118	31	149	43.00%	135	42.00%	10.37%
District 2	109	27	136	39.00%	124	39.00%	9.68%
Eddy County Fire & Rescue	52	13	65	19.00%	47	15.00%	38.30%
Loco Hills VFD	0	0	0	0.00%	1	0.00%	-100.00%
Sun Country VFD	0	0	0	0.00%	2	1.00%	-100.00%
Grand Total	279	71	350	100.00%	320	100.00%	9.38%

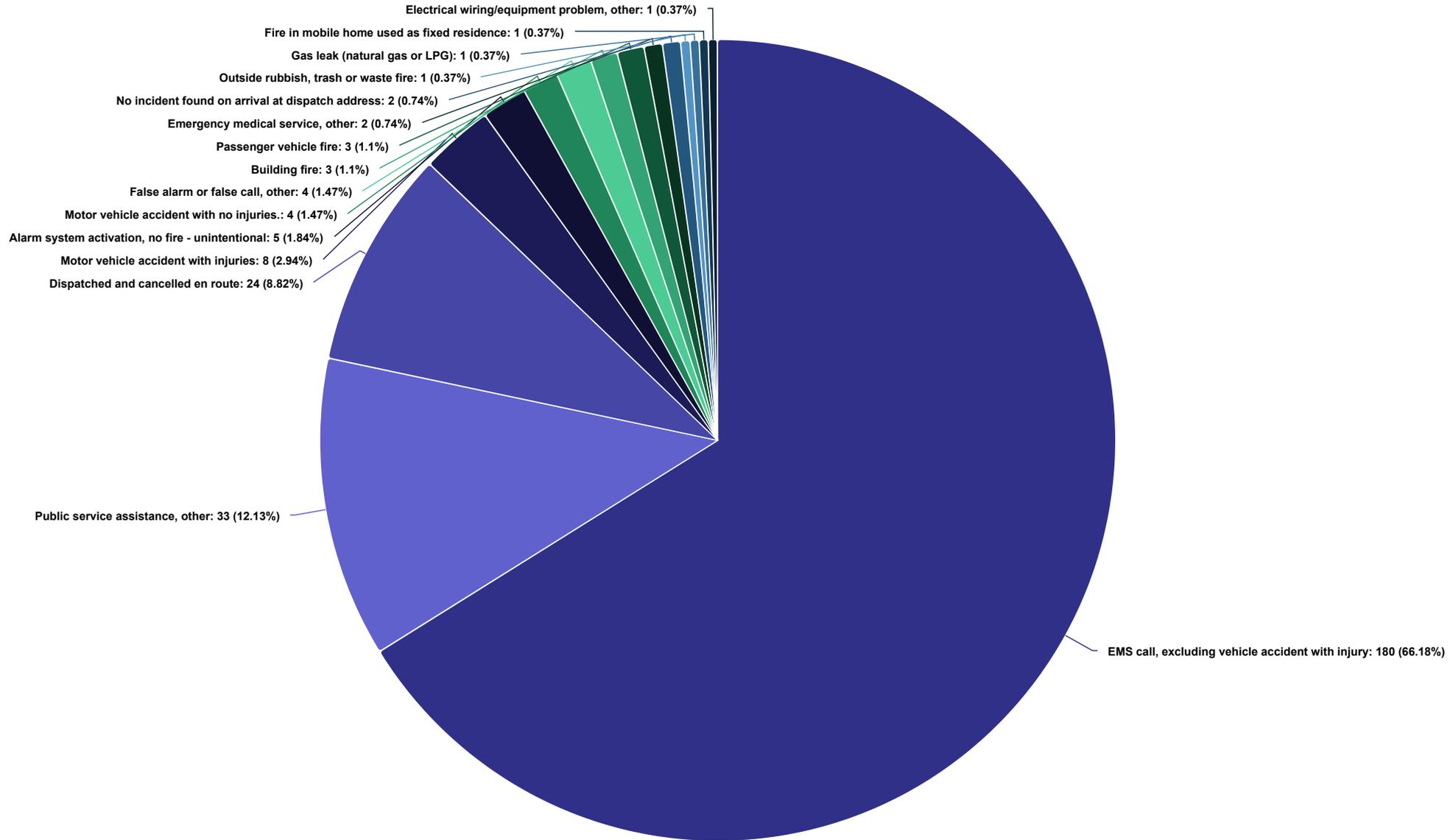
Incidents by Category and Year

Jan 01, 2025 to Jan 31, 2025



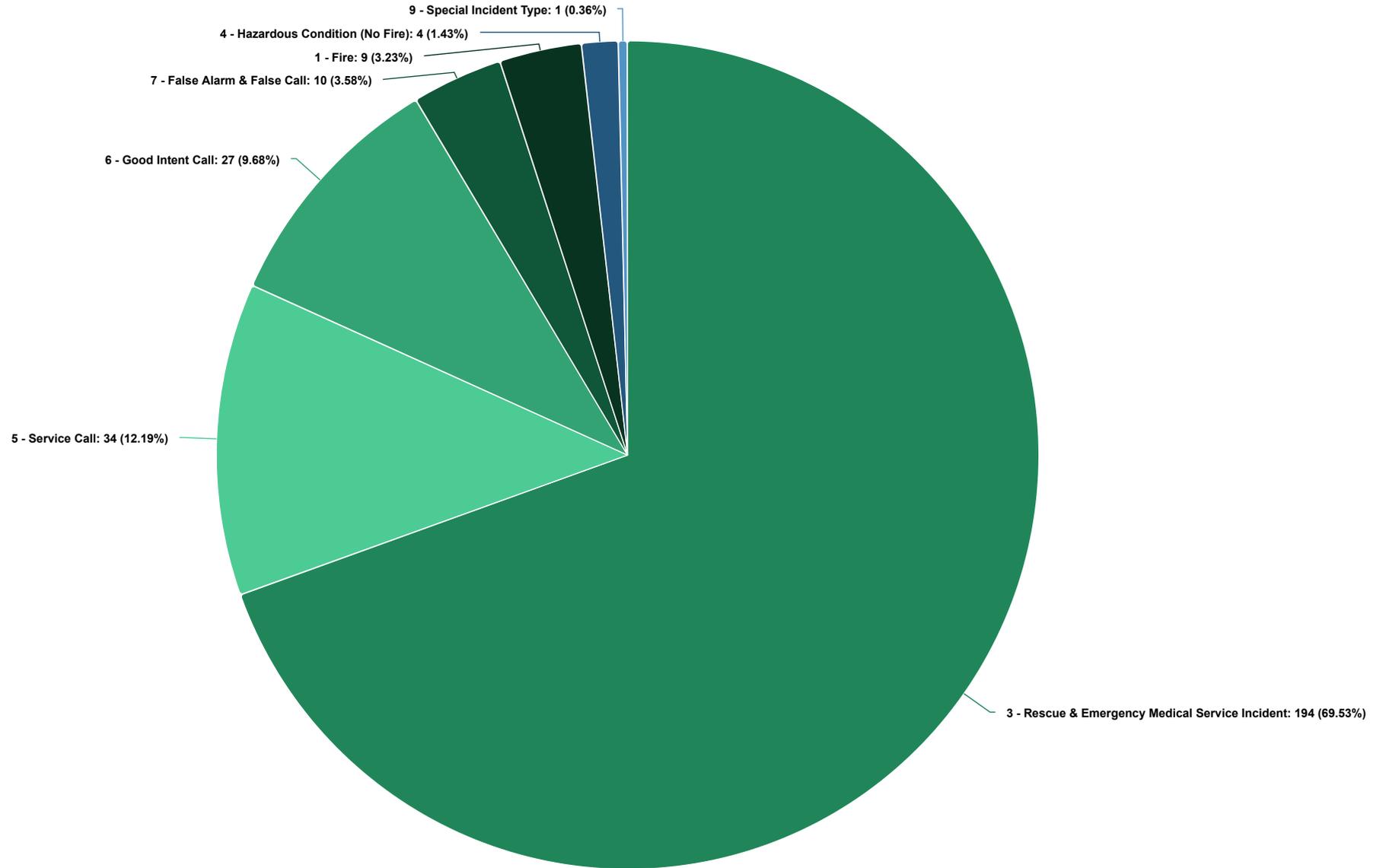
Incident Types (Top 15)

Jan 01, 2025 to Jan 31, 2025



Incident Type Categories

Jan 01, 2025 to Jan 31, 2025



Incidents by Category and Month

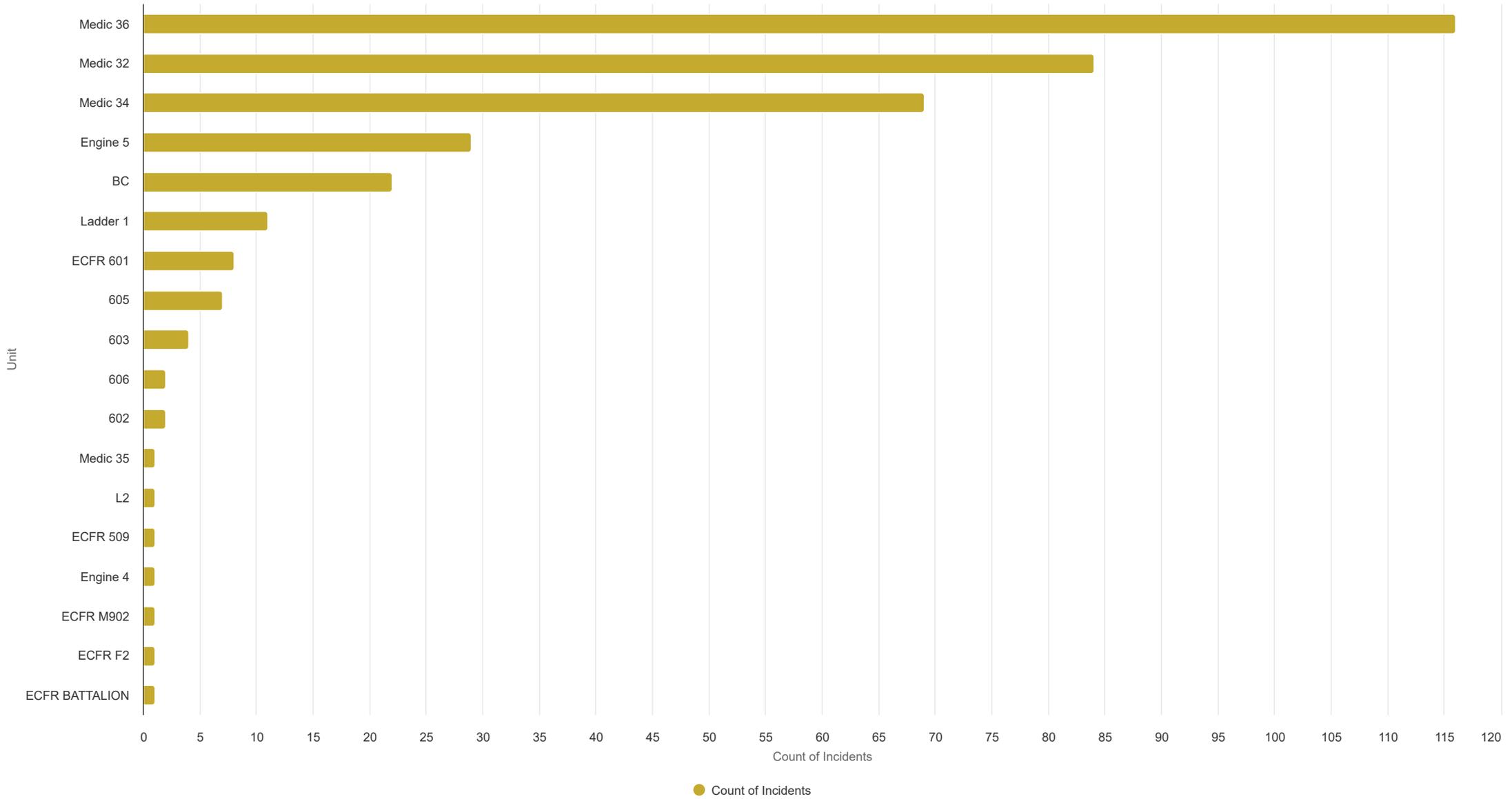
Jan 01, 2024 12:00 AM to Feb 07, 2025 03:04 PM



Incident Type Category	2025		2025		2024		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	9	2	11	3.00%	8	3.00%	37.50%
3 - Rescue & Emergency Medical Service Incident	194	46	240	69.00%	245	77.00%	-2.04%
4 - Hazardous Condition (No Fire)	4	0	4	1.00%	3	1.00%	33.33%
5 - Service Call	34	7	41	12.00%	35	11.00%	17.14%
6 - Good Intent Call	27	12	39	11.00%	19	6.00%	105.26%
7 - False Alarm & False Call	10	3	13	4.00%	10	3.00%	30.00%
9 - Special Incident Type	1	0	1	0.00%	0	0.00%	N/A
Grand Total	279	70	349	100.00%	320	100.00%	9.06%

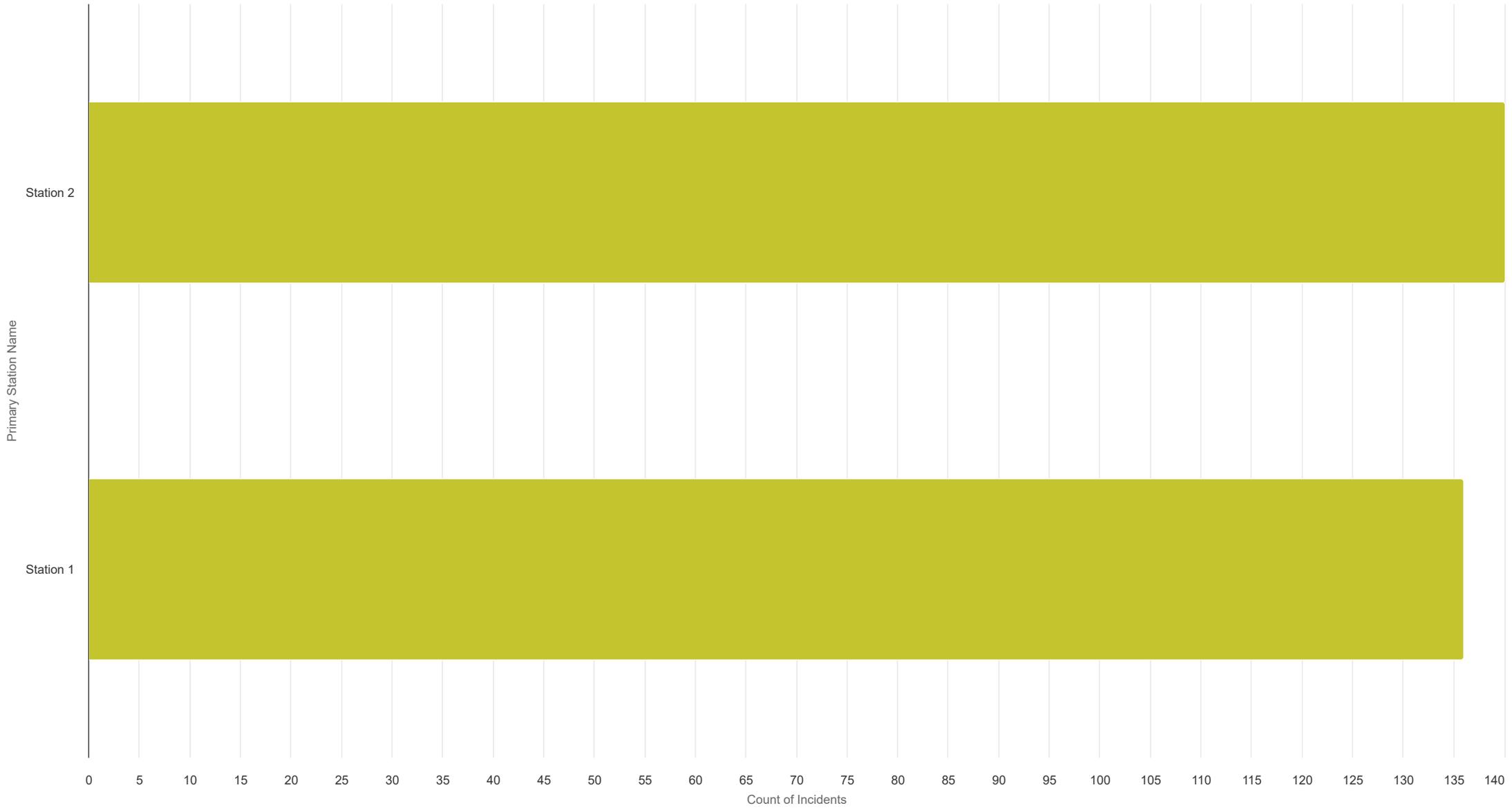
Incidents by Apparatus Resource ID (Top 40)

Jan 01, 2025 to Jan 31, 2025



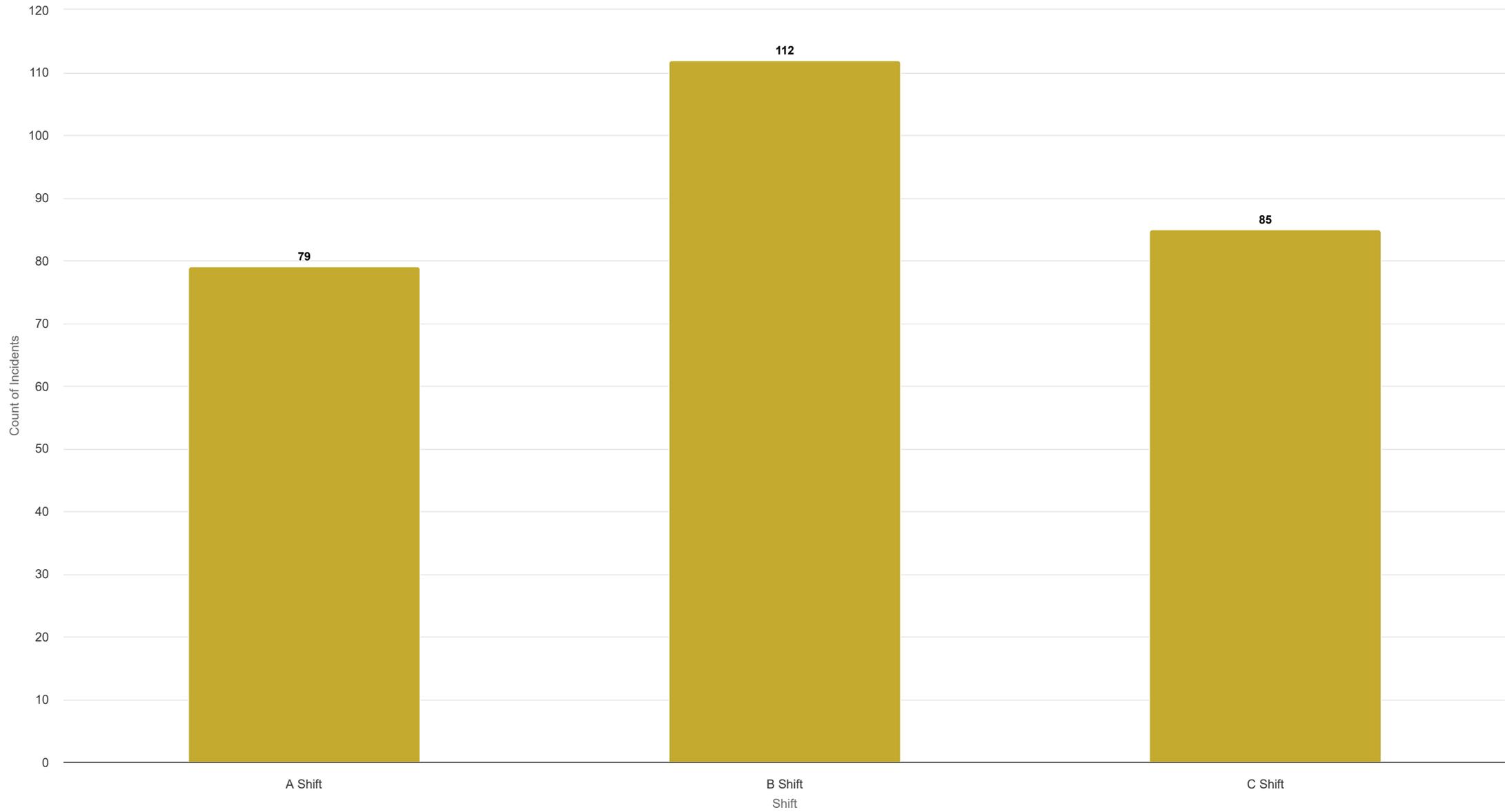
Incidents by Primary Station Name

Jan 01, 2025 to Jan 31, 2025



Incidents by Shift

Jan 01, 2025 to Jan 31, 2025

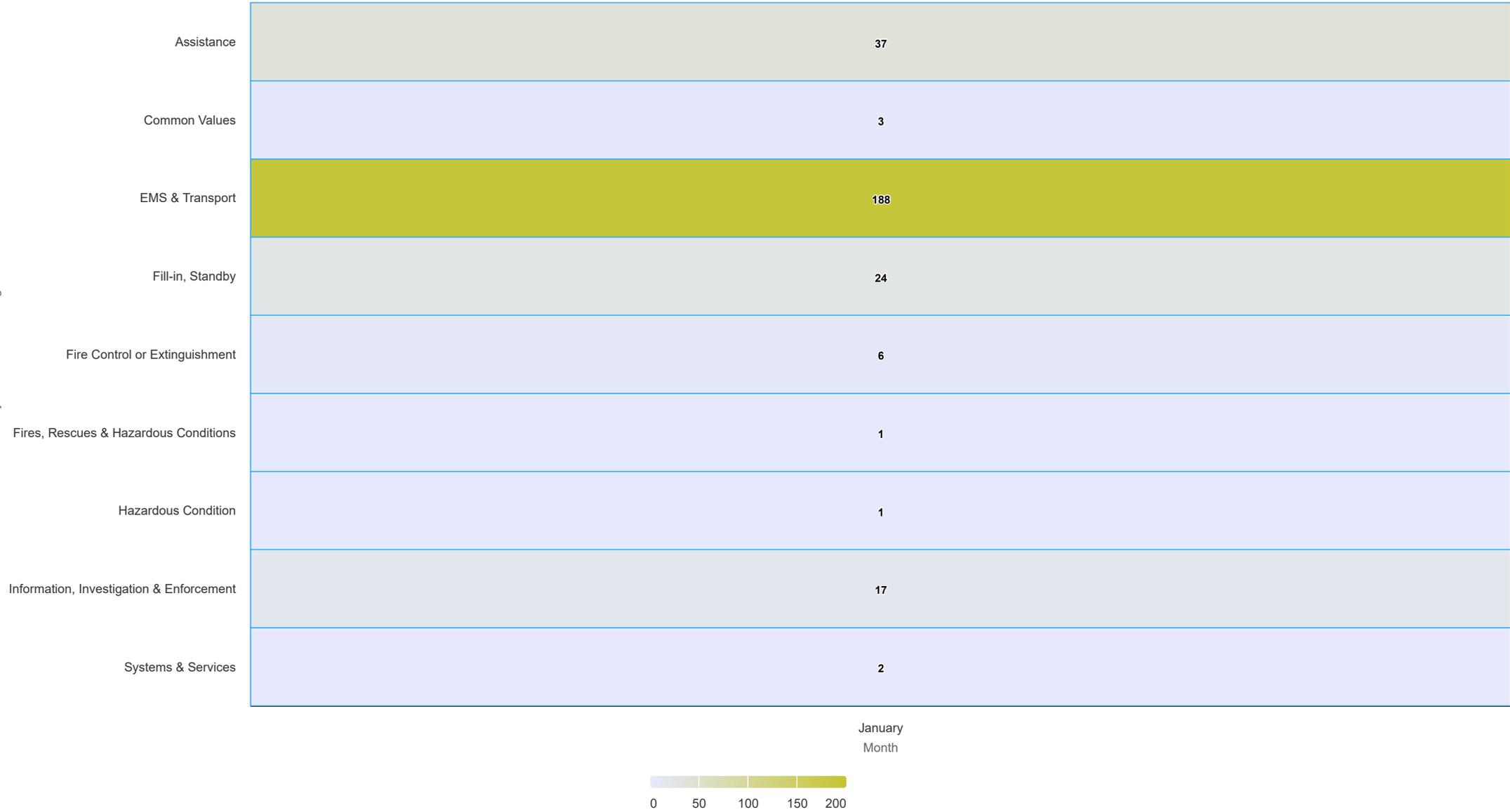


Primary Action Taken Categories by Month

Jan 01, 2025 to Jan 31, 2025

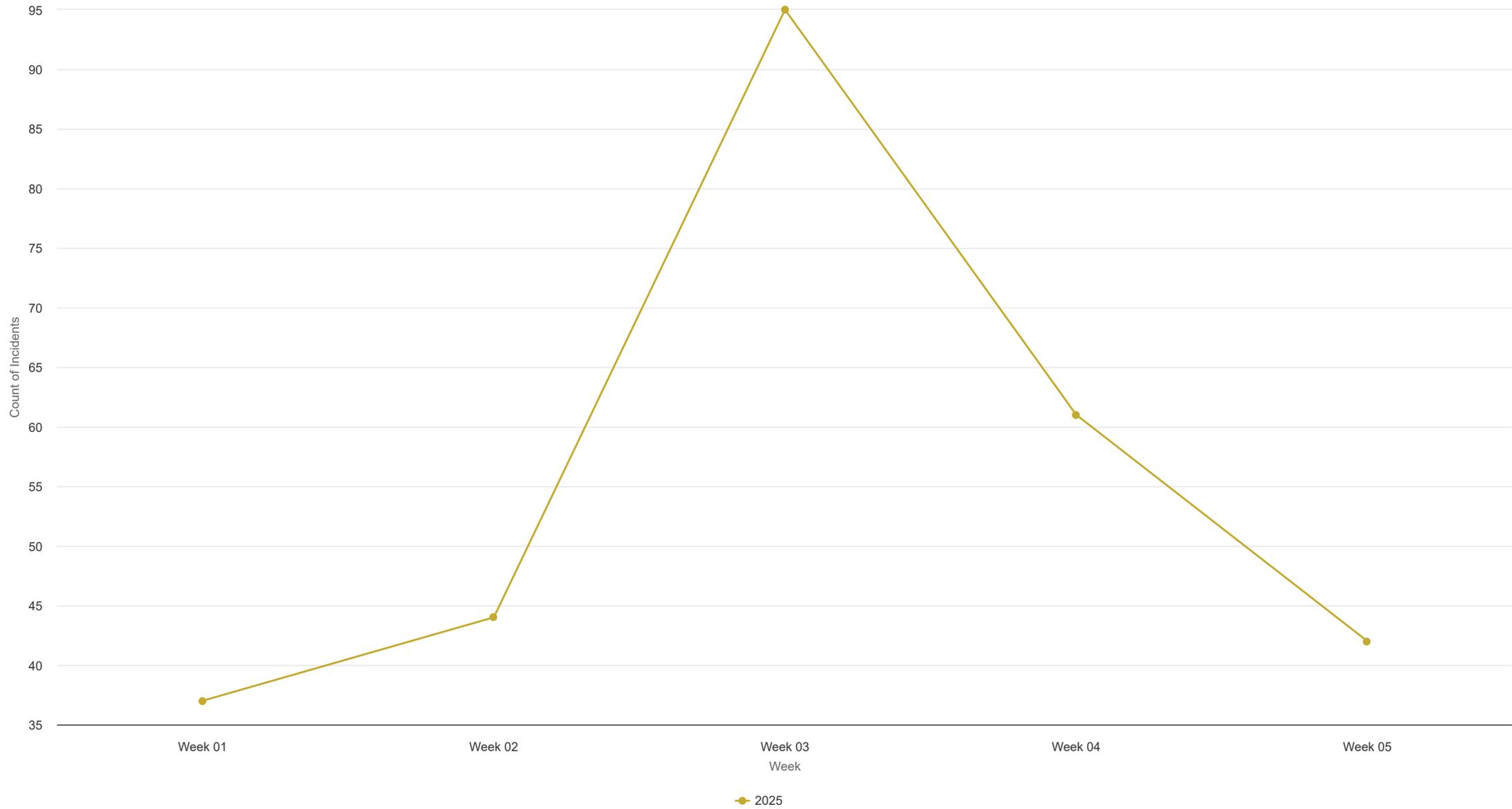


Primary Action Taken Categories

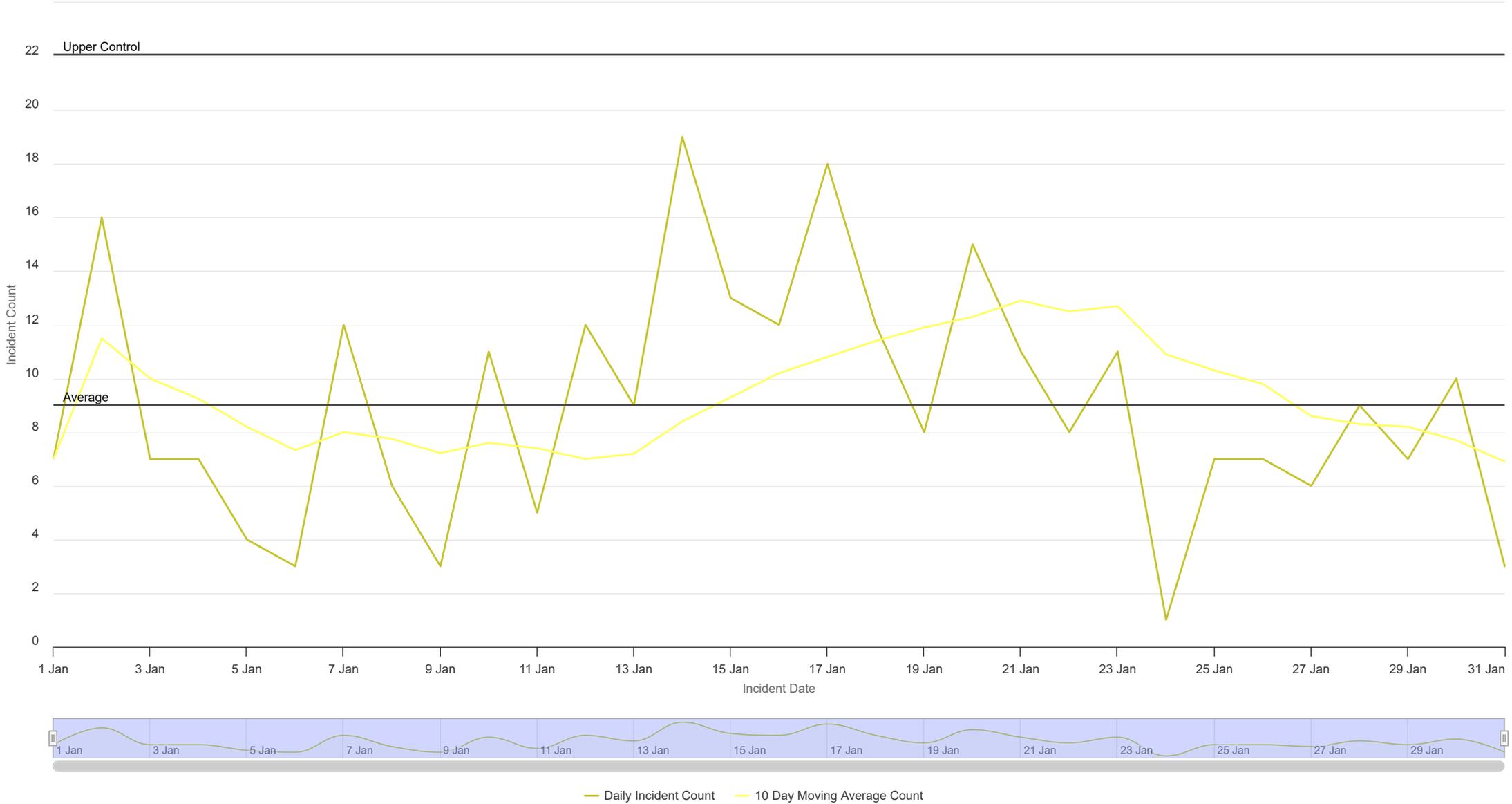


Fire Call Volume by Week

Jan 01, 2025 to Jan 31, 2025

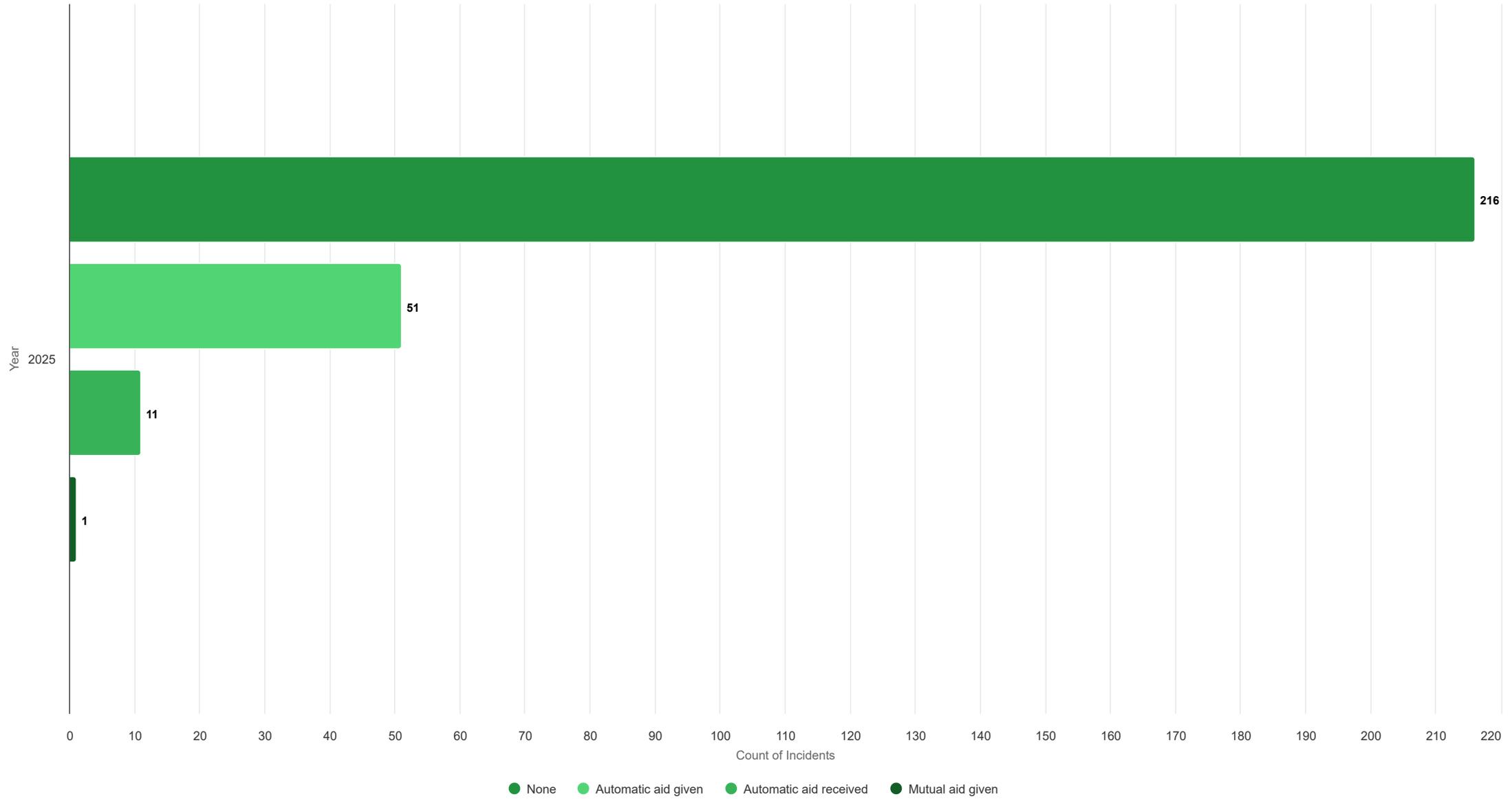


Fire Call Volume by Day
Jan 01, 2025 to Jan 31, 2025



Aid Given and Received by Year

Jan 01, 2025 to Jan 31, 2025



Mutual Aid Given by Incident Type Category

Jan 01, 2024 12:00 AM to Feb 07, 2025 03:04 PM



Incident Type Category	2025		2025		2024		YTD % Change
	Jan	Feb	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
3 - Rescue & Emergency Medical Service Incident	1	0	1	50.00%	0	0.00%	N/A
6 - Good Intent Call	0	1	1	50.00%	1	100.00%	0.00%
Grand Total	1	1	2	100.00%	1	100.00%	100.00%

Incidents by Day and Hour

Jan 01, 2025 to Jan 31, 2025



Day of Week	0000	0100	0200	0300	0400	0500	0600	0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100	2200	2300
Sunday	1	1	1	2	0	1	0	2	3	1	1	4	2	1	1	2	3	1	0	0	1	3	0	0
Monday	1	0	1	0	0	0	2	0	1	1	0	3	5	4	1	3	0	1	1	3	2	2	1	1
Tuesday	2	0	0	1	0	0	2	1	1	4	7	1	3	3	0	2	6	1	4	5	4	2	1	1
Wednesday	3	2	0	1	0	0	4	1	1	3	2	0	2	3	1	3	3	4	2	4	1	0	1	0
Thursday	1	2	0	0	1	0	1	1	3	2	2	0	5	2	3	3	3	3	5	6	4	3	2	0
Friday	2	0	0	0	1	0	1	1	1	6	4	3	3	2	3	1	2	2	2	1	0	1	1	3
Saturday	0	0	0	0	0	0	2	1	2	0	0	2	2	1	2	1	4	3	2	1	3	4	0	1

Overlapping Calls and Hours

Jan 01, 2025 12:00 AM to Jan 31, 2025 11:59 PM



Overlapping Calls	Occurrences	% of Occurrences	Hours	% of Hours
0 Overlapping Calls	483	86.56%	729	97.99%
1 Overlapping Call	66	11.83%	14	1.84%
2 Overlapping Calls	8	1.43%	1	0.16%
3 Overlapping Calls	1	0.18%	0	0.00%
Totals	558	100.00%	744	100.00%

Calls in Progress

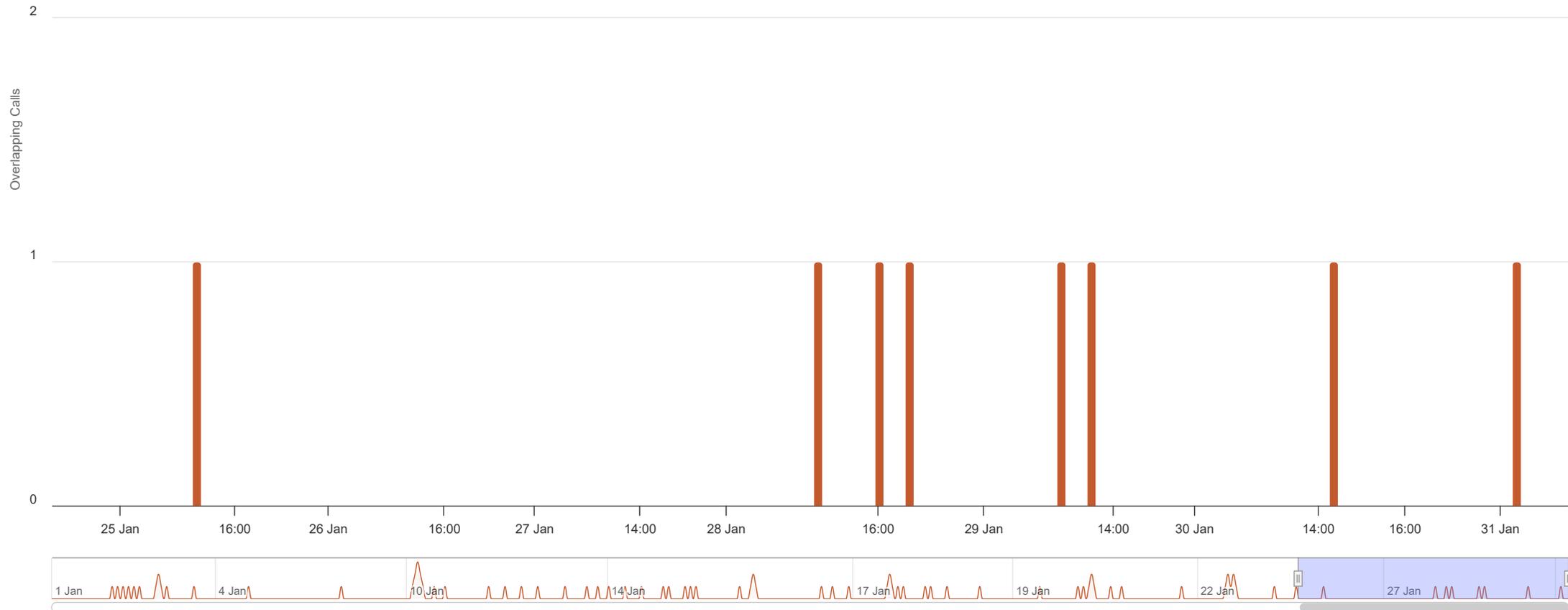
Jan 01, 2025 12:00 AM to Jan 31, 2025 11:59 PM



Calls in Progress	Occurrences	% of Occurrences	Hours	% of Hours
0 Calls In Progress	212	37.99%	603	81.02%
1 Call In Progress	271	48.57%	126	16.98%
2 Calls In Progress	66	11.83%	14	1.84%
3 Calls In Progress	8	1.43%	1	0.16%
4 Calls In Progress	1	0.18%	0	0.00%
Totals	558	100.00%	744	100.00%

Overlapping Calls

Jan 01, 2025 12:00 AM to Jan 31, 2025 11:59 PM



Building Inspection Monthly Revenue Report	January 2024	
	Valuation	Fees
Current Month	\$ 2,482,069.00	\$10,906.00
Previous Year Month	\$ 3,146,747.00	\$ 14,697.00
Total Change	\$ (664,678.00)	\$ (3,791.00)
Current Fiscal YTD	\$ 12,110,253.00	\$ 110,005.00
Previous Fiscal YTD	\$ 45,416,472.00	\$ 118,295.00
Total Change	\$ (33,306,219.00)	\$ (8,290.00)

Monthly Permit Report				January 2024	
Permit #	Owner Name	Address	Permit Type	Valuation	Fees
20250018	Bes Properties LIC %HOOVER	1905 N. First Street	Addition	66,432	\$282.00
20250031	Morales, Everardo ET AL (JT),	7163 Roswell Hwy	Building	70,000	\$292.00
20250032	904 South Second LLC	904 S. 2nd Street	Building Alt 1	20,000	\$112.00
20250074	Neel, Rebecca L & Torrez, Valerie	114 W. Main Street	Building Alt 1	4,576	\$58.00
20250030	Catholic Diocese Of Las Cruces	502 S. Ninth Street	Building Alt 2	863,171	\$1,164.00
20250055	Hammett, Charles B & Lucinda G	916 S. Tenth St. Court	Building Alt 2	56,000	\$242.00
20250073	Luevano, Jose A & Patricia G (Jt)	722 W. Champ Clark Avenue	Car Port	3,000	\$54.00
20250059	K2 Towers Llc	1115 S. First Street	Cell Tower	25,000	\$130.00
20250012	Waggoner, Ricky H	310 N. Fourth Street	Curb Cut	6,000	\$62.00
20250013	HF Sinclair Navajo Refining LLC	410 E. Quail St.	Demo/Moving	75,000	\$310.00
20250002	Samora, Justin Thomas	301 W. Gage Avenue	Demo/Moving	1,000	\$50.00
20250007	Faulkner, John Wesley	1386 Springfield St.	Electrical	0	\$45.00
20250008	Ramirez, Manuel Alvaro Lopez &	1601 W. Fairground Rd.	Electrical	0	\$45.00
20250009	Morgan, Jackie Porter ET AL (JT)	1203 W. Sears Avenue	Electrical	0	\$72.00
20250011	Dollar General	1110 N. First Street	Electrical	0	\$45.00
20250027	Stovall, Darrell G % SNAC	818 N. Roselawn Avenue	Electrical	0	\$45.00
20250028	Stovall, Darrell G % SNAC	814 N. Roselawn Avenue	Electrical	0	\$45.00
20250036	Briggs, Jess Joseph & Janice Sue	911 S. Sixth Street	Electrical	0	\$117.00
20250020	Carroll, Danny, Lopez. LaHonya	R9 S. 12th St.	Electrical	0	\$45.00
20250022	Gonzales, Aurelio & Amabilia (JT)	1411 N. Roselawn Ave.	Electrical	0	\$45.00
20250023	Brewer Oil	1302 W. Main Street	Electrical	0	\$45.00
20250024	McRaven, Peter Glenn	2510 W. Richey Avenue	Electrical	0	\$72.00
20250025	Martin, Cody W & Crystal J (JT)	10058 Hope Hwy.	Electrical	0	\$99.00
20250060	Schneider, David	906 W. Runyan Avenue	Electrical	0	\$45.00
20250054	Catholic Diocese Of Las Cruces	502 S. Ninth Street	Electrical	0	\$360.00
20250063	Avery, June Marie	501 W Centre Avenue	Electrical	0	\$117.00
20250075	Norburg, Steven n & Cynthia L (JT)	70 Wagon Wheel Rd.	Electrical	0	\$45.00
20250070	Chavez, Joe & Debbie K (JT)	1405 Spruce Lane	Electrical	0	\$162.00
20250047	Attn: Matthew Carr	401 N. Twenty-Sixth Street	Electrical	0	\$45.00
20250048	Attn: Matthew Carr	401 N. Twenty-Sixth Street	Electrical	0	\$45.00
20250049	Attn: Matthew Carr	401 N. Twenty-Sixth Street	Electrical	0	\$45.00
20250050	Attn: Matthew Carr	401 N. Twenty-Sixth Street	Electrical	0	\$45.00
20250051	Attn: Matthew Carr	401 N. Twenty-Sixth Street	Electrical	0	\$45.00
20250052	Attn: Matthew Carr	401 N. Twenty-Sixth Street	Electrical	0	\$45.00
20250040	Schneider, David	906 W. Runyan Avenue	Electrical	0	\$117.00
20250041	Norris, Corine Et Al	717 W. Cannon Avenue	Electrical	0	\$117.00
20250038	Michel, Daniel & Teresa Annette	811 W. Clayton Ave.	Electrical	0	\$117.00
20250045	Madrid, Miguel O & Vanessa (JT)	2513 Quarter Horse Drive	Electrical	0	\$45.00
20250077	Chase Farms Llc	2212 Boz Drive	Electrical	0	\$72.00
20250079	Hammett, Charles B & Lucinda G	916 S. Tenth St. Court	Electrical	0	\$45.00
20250084	J & JAY llc	1808 S. First Street	Electrical	0	\$45.00
20250089	Butler, Zach & Abbie (JT)	3707 Estates Drive	Electrical	0	\$99.00
20250071	RH Waggoner Revocable Trust	809 W. Dallas Ave.	Fence	4,000	\$56.00
20250072	COR 38 LLC	705 S. 15th Street	Gas Piping	0	\$48.00
20250046	Hocker & Sons LLC	610 S. Vogel Road	Gas Piping	0	\$70.00
20250056	Carrasco, April D.	508 W. Washington Ave.	Gas Piping	0	\$48.00
20250019	Sweger, Pete	2309 W. Ray Avenue	Gas Piping	0	\$62.00
20250001	Hartley, Kevin Ray	1208 S. Eighteenth Street	Gas Piping	0	\$54.00
20250016	Pohl, Amy	610 W. Dallas Avenue	Gas Piping	0	\$56.00
20250014	Galvan, Lalo & Debby (JT)	1606 Northgate Place	Gas Piping	0	\$62.00
20250088	Spencer, BD S & Charles R (N-JT)	1206 W. Yucca Avenue	Gas Piping	0	\$54.00
20250081	Galaviz, Rigo Isai Romo	308 W. Kemp Avenue	Gas Piping	0	\$62.00
20250080	Gillen, Brady Michael & Brittany	1507 W, Briscoe Avenue	Home Occupation	0	\$50.00
20250061	Edwards, Derrick W. & T'Naya D.	801 Carper Dr.	Home Occupation	0	\$50.00
20250065	Powell, Kendra Dr.	1455 S. Twenty-sixth St.	Mechanical	0	\$94.00
20250042	Dowell, John R & Brenda L (Jt)	1103 W. Hermosa Drive	Mechanical	0	\$44.00

Permit #	Owner Name	Address	Permit Type	Valuation	Fees
20250043	Guerrero, Oscar M & Ana K (N-JT)	709 N. Roselawn Avenue	Mechanical	0	\$44.00
20250003	Stovall, Darrell G % SNAC	818 N. Roselawn Avenue	Mechanical	0	\$104.00
20250004	Stovall, Darrell G % SNAC	816 N. Roselawn Avenue	Mechanical	0	\$104.00
20250005	Stovall, Darrell G % SNAC	814 N. Roselawn Avenue	Mechanical	0	\$52.00
20250034	Haynes, Georgia & Roy L (Jt)	514 W. Main Street	Mechanical	0	\$44.00
20250029	Palomin, Kaetlie Rose	1205 W. Chisum Avenue	Mechanical	0	\$44.00
20250086	Inspiration Homes LLC	1411 Weatherby Ave	New Residence	375,000	\$675.00
20250085	Inspiration Homes LLC	1409 Weatherby Ave	New Residence	360,000	\$660.00
20250017	Varelas, Gabriel	516 E. Castleberry Rd	New Residence	275,000	\$575.00
20250006	Collins, Billy F & Glenda S &	9-1 W. Compress Rd.	Plumbing	0	\$90.00
20250044	Catholic Diocese Of Las Cruces	502 S. Ninth Street	Plumbing	0	\$218.00
20250053	French Brothers	1912 Savannah Dr.	Plumbing	0	\$168.00
20250078	Elite Well Services LLC	2702 N. Freeman Ave.	Plumbing	0	\$154.00
20250066	Moore, William Parke	810 W. Bullock Avenue	Re-Roof	12,000	\$84.00
20250076	Taylor, Allysa Michelle & Mason	1606 W. Dallas Avenue	Re-Roof	12,000	\$84.00
20250068	Messer, Matthew WJ	1509 W. Yucca Ave	Re-Roof	11,000	\$80.00
20250064	Vasquez, Fabian P	11 W. Compress Road	Re-Roof	7,500	\$69.00
20250057	Rivera, Jose & Gabriela	1018 S. 6th St.	Re-Roof	3,500	\$56.00
20250067	Smith, Robert & Kathleen (JT)	404 S. Sixteenth Street	Re-Roof	2,817	\$54.00
20250021	J & JAY llc	1808 S. First Street	Sewer Tap	0	\$280.00
20250083	J & JAY llc	1808 S. First Street	Sign	6,044	\$91.00
20250082	Cerro Rico Ranches LLC	313 W. Main Street	Sign	2,380	\$108.00
20250015	Bond, Thomas W &	1515 W. Main Street	Sign	1,500	\$77.00
20250069	Chavez, Joe & Debbie K (JT)	1405 Spruce Lane	Solar Panel	76,557	\$318.00
20250039	Schneider, David	906 W. Runyan Avenue	Solar Panel	53,683	\$235.00
20250037	Michel, Daniel & Teresa Annette	811 W. Clayton Ave.	Solar Panel	46,827	\$210.00
20250035	Briggs, Jess Joseph & Janice Sue	911 S. Sixth Street	Solar Panel	36,900	\$174.00
20250062	Avery, June Marie	501 W Centre Avenue	Solar Panel	5,182	\$62.00
20250058			Summary Plat	0	\$25.00
20250010			Summary Plat	0	\$25.00

Permit Payment History Report

01/01/2025 - 01/31/2025

Receipt #	Payment Type	Payment Date	Applicant Name	Payment Amount
Group:				
11329		1/6/2025	Justin Samora	\$50.00
11330		1/6/2025	Joe's Plumbing Service	\$54.00
11331		1/7/2025	Harcrow Surveying	\$25.00
11332		1/7/2025	Craft's Heating & Cooling	\$104.00
11333		1/7/2025	Craft's Heating and Cooling	\$104.00
11334		1/7/2025	Craft's Heating & Cooling	\$52.00
11335		1/7/2025	Moonlight Electric LLC	\$45.00
11336		1/7/2025	Moonlight Electric LLC	\$45.00
11337		1/7/2025	Straight Shot Electric	\$72.00
11338		1/7/2025	Premier Plbg, LLC	\$90.00
11339		1/7/2025	Steve's Electric LLC	\$45.00
11340		1/7/2025	Giles Inc.	\$310.00
11342		1/8/2025	Dynamic of Carlsbad	\$56.00
11343		1/9/2025	Jr's Plumbing	\$62.00
11344		1/10/2025	Mustang Graphics, LLC	\$77.00
11345		1/13/2025	D & D Plbg, Htg & Clg	\$280.00
11346		1/13/2025	I A T Electric	\$45.00
11347		1/13/2025	DeHoyos Electric	\$45.00
11348		1/13/2025	DeHoyos Electric	\$45.00
11349		1/13/2025	DeHoyos Electric	\$72.00
11350		1/13/2025	DeHoyos Electric	\$99.00
11351		1/13/2025	Montiel Construction LLC	\$575.00
11352		1/13/2025	Regulator's Electric LLC	\$45.00
11353		1/13/2025	Regulator's Electric LLC	\$45.00
11354		1/14/2025	Krukow's Refri. & HVAC Solutions LLC	\$44.00
11355		1/14/2025	Rebazar Groh	\$112.00
11356		1/14/2025	Oasis Builder's & Landscaping	\$292.00
11358		1/15/2025	Advantage Htg & Clg	\$44.00
11359		1/16/2025	Krukow's Refrigeration LLC	\$44.00
11360		1/16/2025	Advantage Htg & Clg	\$44.00
11361		1/16/2025	Freedom Forever	\$174.00
11362		1/16/2025	Freedom Forever	\$117.00
11363		1/16/2025	Freedom Forever	\$210.00
11364		1/16/2025	Freedom Forever	\$117.00
11365		1/16/2025	Freedom Forever	\$235.00
11366		1/16/2025	Freedom Forever	\$117.00
11367		1/17/2025	D J'S Plumbing	\$218.00
11368		1/21/2025	Moreno Electric LLC	\$45.00
11369		1/21/2025	Moreno Electric LLC	\$45.00

Receipt #	Payment Type	Payment Date	Applicant Name	Payment Amount
11370		1/21/2025	Moreno Electric LLC	\$45.00
11371		1/21/2025	Moreno Electric LLC	\$45.00
11372		1/21/2025	Moreno Electric LLC	\$45.00
11373		1/21/2025	Moreno Electric LLC	\$45.00
11374		1/21/2025	Moreno Electric LLC	\$45.00
11375		1/22/2025	Moreno Electric LLC	\$360.00
11376		1/22/2025	Q Martins Plbg SVC	\$168.00
11377		1/22/2025	Florez Plbg & HVAC	\$48.00
11378		1/22/2025	Jose Rivera	\$56.00
11380		1/23/2025	Harcrow Surveying	\$25.00
11381		1/24/2025	Edwards Edge LLC	\$50.00
11382		1/27/2025	Freedom Forever	\$62.00
11383		1/27/2025	Freedom Forever	\$117.00
11385		1/27/2025	Amory Construction LLC	\$130.00
11386		1/27/2025	Gunderson Heating & Cooling	\$94.00
11387		1/27/2025	ERC Construction & Welding	\$62.00
11388		1/27/2025	ERC Construction & Welding LLC	\$282.00
11389		1/27/2025	Integrity Construction & Management LLC	\$69.00
11390		1/27/2025	Running Bird Electric LLC	\$45.00
11391		1/28/2025	JR's Plumbing	\$48.00
11392		1/29/2025	Hamilton Roofing Co.	\$54.00
11393		1/29/2025	Gardea Roofing	\$80.00
11394		1/29/2025	Jose Luevano	\$54.00
11395		1/29/2025	Jennifer Homes LLC	\$84.00
11396		1/29/2025	RTH Construction	\$58.00
11397		1/29/2025	MKX Electrical Contractors	\$45.00
11398		1/29/2025	Desert Plains Electric	\$45.00
11399		1/29/2025	River Edge Hat Co.	\$50.00
11400		1/29/2025	Moreno Electric LLC	\$72.00
11401		1/29/2025	ERC Construction & Welding LLC	\$56.00
11403		1/30/2025	Rhoads Co.	\$154.00
11404		1/30/2025	Our World Energy	\$318.00
11405		1/30/2025	Our World Energy	\$162.00
11406		1/30/2025	Carrie Pytel	\$108.00
11407		1/30/2025	Auld Sign Co. Inc.	\$91.00
11408		1/30/2025	Auld Sign Co. Inc.	\$45.00
11410		1/30/2025	Dynamic of Carlsbad	\$54.00
11412		1/31/2025	Regulator's Electric LLC	\$99.00
				\$7,770.00

Group Total: 77

Group: check

11341	check	1/8/2025	Artesia Plbg, Hth & Clg	\$62.00
11357	check	1/15/2025	Pettus Construction LLC	\$1,164.00
11379	check	1/22/2025	Artesia Plbg & Htg	\$70.00

Receipt #	Payment Type	Payment Date	Applicant Name	Payment Amount
11384	check	1/27/2025	Perez Builders LLC	\$242.00
11402	check	1/30/2025	MJ's Plbg, Htg & Clg	\$62.00
11409	check	1/30/2025	JAD&N Construction LLC	\$660.00
11411	check	1/30/2025	JAD&N Construction LLC	\$675.00
				\$2,935.00

Group Total: 7

				\$10,705.00
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Total Records: 84

RESOLUTION 1895

A RESOLUTION PROVIDING FOR BUDGET ADJUSTMENTS TO THE 2024-2025 BUDGET

WHEREAS, the Governing Body wishes to adjust the 24-25 budget, and

WHEREAS, there are sufficient reserves,

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY of the City of Artesia that there are adjustments to the 2024-2025 budget that need to be made as listed below.

Line Item	Description	Budget	Adjustment	New Budget
101-05-44030	Parks Maintenance	\$380,000	190,000	570,000
101-03-46900	Other Supplies	\$28,000	54,500	82,500

NOW BE IT ALSO RESOLVED to submit the budget adjustments to DFA for inclusion in the 2024-2025 budget.

PASSED, ADOPTED, and APPROVED this 11th day of February, 2025.

Jonathon Henry, Mayor

ATTEST:

Summer Valverde, City Clerk/Treasurer



**NEW MEXICO
MAINSTREET™**

ENGAGE PEOPLE • REBUILD PLACES • REVITALIZE ECONOMIES

Invitation to Submit Project Proposals for Fiscal Year 2025 MainStreet Capital Outlay Public Infrastructure Funding

New Mexico MainStreet Public Infrastructure Funding is for leveraging economic redevelopment within a targeted public investment area that will ultimately lead to revitalization within traditional and historic commercial neighborhood districts and downtowns, private property improvements, business creation and expansion, creative start-ups, and employment opportunities. The targeted public investment is required to have a designated New Mexico MainStreet organization specifically organized to revitalize and redevelop the area or district in partnership with the local government partner and with the Economic Development Department's MainStreet Program. Additionally, the redevelopment district should be a priority community economic growth and revitalization project of the local government in partnership with the MainStreet district revitalization organization.

ELIGIBLE PROGRAMS

- New Mexico MainStreet (NMMS) Accredited programs during this current fiscal year may submit one project proposal.
 - Accredited MainStreet programs with Start-Up Arts & Cultural District designation can apply for Cultural Economic Development Plans.
 - Accredited MainStreet programs with a State Authorized Arts & Cultural District or Compound should discuss potential infrastructure projects with the ACD Coordinating Council/Taskforce and come to an agreement on the one project proposal.
- The local MainStreet program must:
 - Have a dedicated current full-time Executive Director for project and program management in communities with a population over 5,000 or part-time ED for communities with a population under 5,000.
 - Be up to date with its compliance records in the MainStreet digital dashboard.

Qualifying Public Infrastructure Projects

The review committee will prioritize projects that are part of a comprehensive public infrastructure improvement package.

- Eligible Public Infrastructure Projects include:
 - Planning:
 - Cultural Economic Development Plan for designated New Mexico Arts & Cultural District Start-Ups.
 - Streets:
 - Storm sewer and drainage projects; Water, electric, and sewer utilities; Broadband; and Pedestrian night lighting (and accompanying conduit and electrical cabling).
 - Pedestrian Safety:
 - including: sidewalks, curb extensions, road diets, pedestrian crossings and medians; traffic calming, traffic parking configuration, context sensitive solution projects; and complete streets projects.
 - Street amenities:
 - Wayfinding systems; benches; trash receptacles; tree canopy; and landscape buffers (including watering systems consistent with drought tolerant plantings that are consistent with the historic context of the project area, and if in an historic designated district, consistent with the appropriate period of significance as designated in the district nomination).
 - Placemaking:
 - Town Centers, Town Squares and Plazas; Public and Farmers Markets; Outdoor performance spaces and amphitheaters (placemaking projects must be able to directly demonstrate support for economic growth, property renovation, business development, and job creation within the district.)
 - Great Blocks on MainStreet Projects with completed construction documents.
 - Adaptive Reuse or Rehabilitation of Publicly Owned Historic or Cultural Property:
 - Projects in this category must be able to demonstrate support for economic growth in the district.

GENERAL ELIGIBILITY CRITERIA

- This is a targeted application process so you must contact NMMS to discuss your project and funding request prior to submitting your application.
- Your local government must be a partner in this application.
 - The local governing body and the organization or association representing the redevelopment district must jointly file the application.
 - A letter of agreement to partner on the project and acknowledgment of the matching requirements from either the Manager, or County Manager, or Tribal Chair, or Mayor must be included with the application.
- If the local program/local government is a previous recipient of MainStreet Public Infrastructure Capital Outlay, all funds must be expended and invoiced to the Economic Development Department by the date of application submittal.*
 - *Current Great Blocks on MainStreet Projects and other larger infrastructure projects that have received partial funding for phased projects are exempt from this requirement if they are applying for funding for the next phase of the project. Applicants, however, must show adequate progress toward completing first phase and expending existing NMMS Capital Outlay allocation.
- Local Government must have a current clean audit from the state auditor (the Economic Development Department Chief Financial Officer will review and approve awarded projects to ensure local government is in current compliance with state auditing policy).
- Project proposal should be directly tied to the organization’s Economic Transformation Strategies and the district’s Metropolitan Redevelopment Area Plan (MRA), Master Plan, or Cultural Economic Development Plan. The plan must have been municipally adopted within the past 10 years.
- When applicable:
 - The project will meet all requirements of the Historic Preservation Division to protect and restore cultural and heritage assets.
 - The project shall engage NMDOT for review and approvals if it includes highway or streets under the jurisdiction of the New Mexico Department of Transportation.
 - The project will meet “Dark Skies” lighting requirements.
 - The project will integrate regionally appropriate water-wise landscaping and green infrastructure.
- Awarded Public Infrastructure projects are expected to be complete by June 2025.
- A current full project budget must be submitted, including funding gaps, and all sources of secured and anticipated revenue.

MATCHING REQUIREMENTS

- Each offeror is expected to provide a minimum of 20% (twenty percent) match, for example, if a project is awarded \$100,000 the match should be equivalent to \$20,000. Priority will be given to projects with matching funds available.
- Project matching funds are used to demonstrate local stakeholder and government commitment to revitalization efforts of the local MainStreet organization. While a cash match is preferred, NMMS is able to accept other forms of contributions to public infrastructure projects, such as in-kind contributions, or investments in other public infrastructure projects within the MainStreet District/project area that demonstrates a commitment to downtown revitalization.
 - At least 60% (sixty percent) of the offeror's required match must be in the form of cash from other local, state, federal, and foundation grant sources.
 - The Economic Development Department will consider previously paid professional planning, design, and engineering services directly associated with the project as potential cash matches if the professional services were completed within the last two years.
 - Spending on current public infrastructure projects in the proposed project's vicinity can also be considered for matching funds with approval from the NMMS Director.
 - The remainder of the match may come in the form of an in-kind contribution by the offeror or any partner of the offeror in the project.
 - An in-kind contribution is any item of cost that is necessary for the completion of the work and that has a verifiable and accountable economic value. Some examples of eligible in-kind contributions include the following:
 - a) a MainStreet Executive Director's time dedicated to coordinating project activities;
 - b) value of the time and cost associated with a municipality assigning a planner or designer to project activities;
 - c) items of cost borne by the municipality or one of the municipality's partners involved in the project; or
 - d) the cost of publicizing notices of meetings and events.
- Communities applying for Great Blocks on MainStreet funds for construction or to develop construction-ready documents should be aware that Great Blocks on MainStreet projects often require a larger commitment from local governments than the minimum 20% cash match. Project sizes, scope, and scale vary from project to project based on the local communities needs and design aesthetics and can raise project costs beyond the maximum allowed from NMMS Capital Outlay. In these cases other sources of funding are needed to complete these projects. Please see the Great Blocks on MainStreet Application section for more details.
- Grant Awards are contingent on funding through the New Mexico State Legislature.

Funding Categories

The Department will review the submittal from an eligible organization and its local government partner for project proposals for two phases of infrastructure projects: 1. Design and planning phase; 2. Construction ready projects. All applications for infrastructure projects, regardless of overall size and scope, are expected to have a design phase where stakeholders and local governments can provide input to ensure that all New Mexico MainStreet (NMMS) projects meet community needs and develop construction documents that meet the engineering and design specifications of the project. In some cases, projects are small enough that NMMS can fund the project from design to construction in one round of funding, however, all projects are expected to begin in the design phase, and local MainStreet directors should begin this process with input from either NMMS Director or Project Coordinator.

All applications in either the design and planning or construction phase are expected to apply for funding in one of the following three categories.

A: Small Public Infrastructure Projects

This option is for smaller public infrastructure projects that need funding for planning, design, and/or construction funding. Some small projects that require minimal design/engineering work can be eligible to receive funding that will cover cost of design and construction. Maximum proposed construction project amount requested from NMMS FY2024 for small infrastructure projects should not exceed \$400,000. This includes total cost for developing construction documents and construction costs. It is possible to get an entire project funded in this category from design to construction depending on availability of funds and scope of the project, however, responsibility for costs above \$400,000 are the local government and MainStreet partner's responsibility.

B: Medium to Large Public Infrastructure Projects

This category is for local communities that need funding for planning, design, or construction funding for medium, or larger public infrastructure projects. Projects applying for construction phase funding should have completed (shovel-ready) construction documents. Maximum amount of construction funding requested from NMMS FY2024 per project should not exceed \$1,000,000 for large public infrastructure projects and should be no more than \$700,000 for medium sized infrastructure projects. Applicants should work with Local Government Partners and NMMS Staff to determine project funding needs to ensure applications are competitive and that the appropriate amount of funding is being requested.

C: Great Blocks on MainStreet: These projects have averaged around \$1.9 million and are designed to dramatically upgrade a core three-block commercial area within a MainStreet District through the creative implementation of urban design, architecture, landscape architecture and creative economy projects. This category can be used to apply for design funding to create construction documents for a new Great Blocks project or for construction funding for a Great Blocks project that has construction- ready documents. **You must have pre-approval from NMMS Staff to apply for this category.**

- Selected MainStreet communities applying for new Great Blocks on MainStreet projects will receive \$120,000 in NMMS Public Infrastructure Capital Outlay funding to hire a design team

to conduct a community-based planning, design and engineering process and develop plans and construction-ready drawings, which will be provided to the community as a “shovel-ready” project.

Please see the [Great Blocks on MainStreet](#) section for more information on requirements and application details for this category of funding.

Application Details:

To apply successfully, applicants must fill out the application and provide all required attachments. Applicants must choose a phase, either design and planning phase (all projects must begin here if your project doesn't have construction or engineering documents), design, planning, and construction in one phase, or construction phase for projects with shovel-ready design and/or engineering documents already completed. Below is a detailed description of each category and phase of funding with guidelines and questions to be answered in your project's application narrative. Be sure to provide as much information as possible and submit all required attachments along with the completed application when applying.

Applicants will choose one pathway for funding, A., B., or C. and a phase of project.

Design Phase Funding Requests:

When applying for planning (including Cultural Economic Development Plans) and design of construction documents for small to medium sized projects, maximum request should not exceed \$40,000 for small projects, and \$60,000 for medium projects. For construction documents of a large project, please consult with NMMS staff to get an estimate for the proposal. Signed construction documents must be executed and all invoicing complete and delivered to the Economic Development department within two years of award.

Applicants having received previous funding for the development of construction documents but have not yet finished construction on that project are not eligible for funding to develop construction documents for new projects.

- In your application be sure to define the Public Infrastructure project and project area.
 - Please include maps that establish the project area boundary.
 - Identify historic and cultural properties.
 - If in a historic district, provide the boundary of the district.
 - Provide up to 12 photos that show existing conditions of the street for Public Infrastructure and buildings within the project area.
 - Specify the improvements needed in the project area.

- Identify any recent or planned utility improvement projects in the area.
- Explain how the Proposed Public Infrastructure Project meets your ETS?
- Explain how the Proposed Public Infrastructure Project meets your MRA/Master Plan goals? How will your annual work plan change and what resources will your organization need to prioritize to complete the project?
- Describe how the Public Infrastructure investment will directly increase building rehabilitations and restorations in the project area. How will your organization identify those additional economic development projects?
- Describe how the Public Infrastructure investment will directly expand businesses and or provide local entrepreneurs space opportunities for their start-ups. How will your organization identify strategies to implement business development strategies?

Describe the financing plan for securing additional funding (i.e. funds in place, committed, or identified) to complete the project.

Construction Phase Funding Requests:

This category is for local communities that need construction funding for small, medium, or larger public infrastructure projects, like a Great Blocks on Mainstreet project, that already have completed (shovel-ready) construction documents. Maximum amount of construction funding requested from NMMS FY2024 per project should not exceed \$1.9 million for Great Blocks projects unless negotiated with NMMS staff prior to submittal. Maximum requests for non-Great Blocks public infrastructure projects should not exceed \$1,000,000 for large projects, \$600,000 for medium sized infrastructure projects, or \$400,000 for small size infrastructure projects. Applicants should work with Local Government Partners and NMMS Staff to determine project funding needs to ensure applications are competitive.

- The local government and MainStreet partners are responsible for project costs above this amount. NMMS will work with the community to present the project to the NM Economic Development Department's *FundIt* program.
- Please submit electronic copies of construction- ready documents and schematics signed by the appropriate licensed professionals – licensed architect, licensed landscape architect and/or engineer – for NMMS FY2024 Public Infrastructure funding with a current full construction budget (expenses and revenue).
- If this proposal is for one phase of a larger project, please submit the total budget as requested above and the scope of the project these funds are to be used for and a detailed breakout budget for the phase you are applying for.
- Or if a NM Department of Transportation funded project, the appropriate construction- ready certificate from the regional transportation district engineer for the proposed project. Construction- ready includes all surveys, environmental assessments, 100% schematics, economic impact analysis, and, if appropriate, review and approval from NMDOT and the

Historic Preservation Division (HPD), submitted as signed architectural and engineering documents with a current full construction budget (expenses and revenue).

- Please be sure to answer these questions in your application along with the above documents.
 - Define Proposed Public Infrastructure Project and area. Specify improvements needed.
 - Explain how the Proposed Public Infrastructure Project meets your ETS.
 - Explain how the Proposed Public Infrastructure Project meets your MRA/Master Plan goals. How will your annual work plan change and what resources will your organization need to prioritize to complete the project?
 - Describe how the Public Infrastructure investment will directly increase building rehabilitations and restorations in the project area. How will your organization identify those additional economic development projects?
 - Describe how the Public Infrastructure investment will directly expand businesses and or provide local entrepreneurs space opportunities for their start-ups. How will your organization identify strategies to implement business development strategies?

Great Blocks on MainStreet Funding Requests:

The New Mexico MainStreet (NMMS) Program is pleased to offer the *Great Blocks on MainStreet* funding opportunity to communities who have been invited to apply. *Great Blocks on Mainstreet* projects are innovative and intensive design/economic vitality infrastructure projects.

These projects are designed to dramatically upgrade a core three-block commercial area within a MainStreet District through the creative implementation of urban design, architecture, landscape architecture and creative economy projects. Great Blocks is meant to catalyze the target area by providing, through this grant, much needed public infrastructure upgrades that will result in private sector reinvestment in buildings and businesses.

Communities applying for Great Blocks on MainStreet funds for construction or to develop construction-ready documents generally require larger commitments from local governments due to the larger scale of these projects, and the comprehensive upgrades they bring to a commercial district. These projects require more collaboration with the department, local governments, and a layered funding strategy. NMMS will only fund up to \$110,000 of the design fees, the applicant should expect to provide an additional \$20,000 cash match for community meetings, marketing and any contingencies discovered during the development of the project. (The discovery process often finds unknown engineering issues that may require changes to the design, and which must be remediated within the documents).

NMMS construction funds are to be used on above ground improvements and will work with local governments to identify other funding sources to fund other necessary improvements. NMMS is only able to commit up to \$1.9 million of construction funding for Great Blocks on MainStreet projects. However, during the design process projects size, scope, and scale can increase beyond what NMMS

can fund, and it is the responsibility of the local communities to work with NMMS and other partners to keep project costs within funding limits. If selected projects go beyond the funding capacity of NMMS, the local government must commit to either funding excess costs or identify funding through other means to complete the project.

All project proposals should demonstrate that the projects have been vetted by Local Government partners, NMMS Staff, as well as demonstrate cohesion with local public infrastructure needs and plans. It is strongly recommended that projects be identified with NMMS and Local Government partners before submitting the application.

- The application for Phase 1 of a Great Blocks project will go toward the development of construction documents for Public Infrastructure, inclusive of:
 - Curb, gutter, sidewalks and pedestrian and bicycle amenities
 - Landscape plantings
 - Lighting improvements
 - Identified public areas for potential public art installations and creative placemaking
 - Gateway/entry features and Wayfinding
- Selected MainStreet communities will receive up to \$110,000 in New Mexico MainStreet Public Infrastructure Capital Outlay funding to hire a design team to conduct a community-based planning, design and engineering process and develop plans and construction-ready drawings, which will be provided to the community as a “shovel-ready” project. Total construction costs for Great Blocks on MainStreet projects have averaged around \$1.6 million.
- The applicant is expected to provide an additional \$20,000 cash match for community meetings, marketing and any contingencies discovered during the development of the project. (the discovery process often finds unknown engineering issues that may require changes to the design and which have to be remediated within the documents).
- If the proposed area has buildings on the state’s “Cultural and Historic Properties Registry,” the state’s Historic Preservation Division of the Department of Cultural Affairs will be engaged in the process. If the proposed area is on a state or federal highway, the New Mexico Department of Transportation’s Regional Transportation office will be engaged in the process.
- As part of a “Great Block” project, the project’s initial focus will be on public infrastructure for the three- block target area. A designated NM Main Street community, in good standing, may apply in partnership with their local government. Projects will be selected by a distinguished panel based on a proposal submitted from the community.
- New Mexico MainStreet will assist local government and the local revitalization partner to secure funding for the public infrastructure improvements.
- NMMS will also focus a substantial portion of its technical professional assistance, post execution of construction documents, into the Great Block target area for building renovations, business and entrepreneur development and a diversified business mix including potential

creative enterprises and industries.

- Volunteer-based design intervention programs based on public infrastructure improvements, such as “tactical urbanism,” “façade squads,” and public art installations and creative placemaking, are among the revitalization and redevelopment results in this catalytic area targeted by the local MainStreet organization. These may additionally include:
 - Façade improvements
 - Building renovations and adaptive reuses
 - Business expansions and local entrepreneur start- ups
 - Creative Industry and Enterprises development

Selection Criteria

The Great Blocks on MainStreet proposal submitted by the MainStreet Board although initially targeted in Phase 1 to Public Infrastructure, additional phases will be focused on capitalizing and leveraging the public investment for economic redevelopment and private sector reinvestment. Consideration should be given to the following in the application for this grant:

- On the Great Blocks Section of the project that addresses the following:
 - Information, graphics and/or photos describing the project.
 - Organization is in good standing with NMMS.
 - Anticipated economic impact of project (building renovations, entrepreneur and/or business development, enhancement of the economic environment catalyzing local economy, job creation, etc).
 - Partnerships that will be involved in the project implementation and maintenance.
 - Is the project in the adopted Metropolitan Redevelopment Area Plan/Master Plan or Cultural Plan?
 - Is the project on the local government’s ICIP?
 - Is the project on the annual MS implementation plan?
 - Local Government’s willingness to explore (with NMMS assistance) CDBG, LEDA, NMFA, DOT TAP, HPD grants, ICIP and/or other funding sources as appropriate to the proposed project

- A letter of support for the proposed project must be submitted from the local government's City/County manager and/or Mayor and an approved resolution from the Mayor/County and Council (since public right-of-way is mostly under local government jurisdiction and most state and federal funding will need to be administered through local government).
- Further criteria in ranking the proposed project that will be considered by the selection panel includes:
 - Past success of the applicant implementing public infrastructure and economic redevelopment projects for the District area.
 - Preservation-based projects that can use state historic tax credits.
 - Executive Director employed for 40 paid hours per week to take on project management.
 - Main Street America Accredited program in the immediate past year.
 - MainStreet Accelerator and Affiliate level programs are not eligible.

REQUEST FOR FINAL DOCUMENTS

If the review committee finds all documents are in order, including that the partnering organization and the governing body meet the due diligence qualifications, and the project is recommended for award based on ranking of the project, a request for final documents will be made. This includes:

- A resolution of administrative and financial support from the local government for the project.
- A support letter for the project from the appropriate Council of Government (COG) indicating their knowledge and support of the project as well as willingness to support the local governing body and redevelopment organization/association partner in securing funding necessary to complete the public infrastructure project.
- The redevelopment revitalization organization, in partnership with its local governing body and with the assistance from NMMS, agree to create a three-year property renovation and restoration implementation plan and business economic growth plan to maximize the public infrastructure investment in the district. Where applicable, the following shall be included in the property renovation and restoration implementation plan: residential housing, second story housing conversion, live/studio, and live/ work adaptive reuse and renovation.
- Agreement to create implementation and growth plans will include targeted goals with specific results in building renovations (interior and exterior), restoration of historic and cultural properties, business expansion, new business investment, creative enterprises and industries, and entrepreneurial start-ups, which contribute to sustainable businesses and jobs. Performance measures will be submitted quarterly for the implementation plan upon completion of the Public Infrastructure project.

Additional information or questions related to potential projects should be directed to Lucas Pedraza, Lucas.Pedraza@edd.nm.gov 505-412-3963

RESPONSE #350905909 SUBMITTED ON 08/29/2024 08:44:56 AM

FY 2025 Capital Outlay Funding ApplicationMainStreetLogo

Page 1 of 5 - Introduction



Page 2 of 5 - Community and Project Contact Information

Community Name

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Name of Project

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Name of Local MainStreet Director

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Email

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Phone Number

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Name of Local Government Contact

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Email

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Phone Number

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Page 3 of 5 - Project Qualification

Eligible Public Infrastructure Projects. Select the most appropriate category:

Planning: Cultural Economic Development Plan for designated New Mexico Arts & Cultural District Start-Ups.

Please describe the Public Infrastructure Project and Project area:

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Text Grid

Project funding phase? (Select one option)

Design Phase

What is the size and scope of this project? (select one option)

Small Public Infrastructure Projects

If your project is in the construction phase, and has multiple phases of construction please explain what phase of construction you're applying for:

.

Local City/Town Contribution

Cash

No answer given

In-Kind

No answer given

County Contribution

Cash

No answer given



In-Kind

No answer given

NMMS funds/Services Being Requested

Cash

.

In-Kind

No answer given

Private/Foundation Donation or Grant

Cash

No answer given

In-Kind

No answer given

Other Grants or Spending

Cash

No answer given

In-Kind

No answer given

Text Grid

Total Cost of Project

.



Gap

No answer given

Please explain how you anticipate filling any funding gaps:

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Please describe and provide amounts of any investments made by your local government in or around the project area made recently or planned:

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Is this project taking place in a historic district on the state or national register? Or is it a property/building listed on the state or national register? If so, is your local government willing to work with the Historic Preservation Division to meet historic preservation standards?

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Page 4 of 5 - Project Narrative Section

Please upload any plans here:

No answer given

Additional Plans

No answer given

Please combine any photo's into one file and upload here:

No answer given

Provide a brief description of the project area:

.

Explain how the Proposed Public Infrastructure Project meets your Economic Transformation Strategy?

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Explain how the Proposed Public Infrastructure Project meets your MRA/Master Plan goals? How will your annual work plan change and what resources will your organization need to prioritize to complete the project?

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Describe how the Public Infrastructure investment will directly increase building rehabilitations and restorations in the project area. How will your organization identify those additional economic development projects?

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Describe how the Public Infrastructure investment will directly help expand businesses and or provide local entrepreneurs space opportunities for their start-ups. How will your organization identify strategies to implement business development strategies?

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What are the partnerships and agreements that will be in place to ensure successful implementation of the project and the commitments to maintain the completed project?

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Is your local Government partner willing to explore (with NMMS assistance) CDBG, LEDA, NMFA, DOT TAP, HPD grants, ICIP and/or other funding sources as appropriate for the proposed project?



Yes

Has your community been successful in completing a recent public infrastructure and economic redevelopment project?

.

Has your community been successful implementing any preservation projects that utilized (or qualified for) historic preservation tax credit?

.

Is this project on the local MainStreet's project implementation plan?

Yes

Please upload a letter of support for the proposed project from the local government's City/County manager and/or Mayor and an approved resolution from the Mayor/County and Council.

No answer given

No answer given



Please Upload Construction Ready Documents or Other Supporting Materials Here

No answer given

No answer given

No answer given

Please describe the public infrastructure construction work to be completed with this round of funding below:

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Will this project require additional funding after the current phase? If this project will require additional funding after this phase, please explain what work will be completed in those future phases:

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If this project will require additional funding after this phase, what is the strategy of the local MainStreet program and the local government partner to secure additional funding needed to complete additional phases of the project?

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After the project is completed, describe how your organization will work to build on this Public Infrastructure investment and how you will work with the local government partners and organizations to ensure that this investment creates new opportunities for your community to benefit from additional investments?

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RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF ARTESIA, NEW MEXICO, EXPRESSING SUPPORT FOR LOCAL GOVERNMENT CONTROL AND PARTICIPATION AS A COOPERATING AGENCY UNDER THE NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) AND OFFERING COMMENTS FROM THE CITY COUNCIL OF ARTESIA REGARDING THE PROPOSED U.S. DEPARTMENT OF ENERGY NATIONAL INTEREST ELECTRIC TRANSMISSION CORRIDOR

WHEREAS, the National Environmental Policy Act (NEPA) of 1969, 42 U.S.C. § 4321 et seq., established a national policy to promote the enhancement of the environment and requires federal agencies to assess the environmental effects of their proposed actions prior to making decisions; *and*

WHEREAS, the Council on Environmental Quality (CEQ) regulations implementing NEPA at 40 C.F.R. § 1501.8 specifically recognize the importance of including local governments as cooperating agencies due to their unique expertise, jurisdiction, and proximity to proposed projects; *and*

WHEREAS, local governments possess specialized knowledge, historical perspective, and practical experience concerning their respective regions that are critical to evaluating potential environmental, social, and economic impacts of federal actions; *and*

WHEREAS, inclusion of local governments as cooperating agencies ensures that NEPA analyses are comprehensive, well-informed, and reflective of local priorities, which leads to better project outcomes and enhanced public trust; *and*

WHEREAS, the City Council of Artesia believes that effective governance and the protection of local interests are best achieved when local governments are granted meaningful opportunities to participate in NEPA processes as cooperating agencies; *and*

WHEREAS, the active engagement of the citizens of the City of Artesia and its City Council in NEPA processes will support the City's and Eddy County's ability to safeguard their natural resources, protect public health and safety, and promote economic development.

NOW THEREFORE, BE IT RESOLVED, by the City Council of Artesia ("Council") that:

1. **Support for Local Government Participation:** The Council strongly supports the inclusion of local governments, including specifically, the City of Artesia through its Council, as a cooperating agency under NEPA, pursuant to 40 C.F.R. § 1501.8, to provide special expertise and ensure that local concerns and priorities are addressed.
2. **Commitment to Cooperation:** The Council is committed to cooperating with federal agencies in NEPA processes to contribute its knowledge and expertise in evaluating

environmental, social, and economic impacts of proposed federal actions within its jurisdiction.

3. **Advocacy for Local Control:** The Council urges federal agencies and policymakers to uphold and strengthen local government participation in NEPA analyses, ensuring that local governments have a meaningful voice in decisions that affect their communities.
4. **Communication of Resolution:** A copy of this resolution shall be transmitted to the CEQ, relevant federal agencies, and the New Mexico Congressional Delegation to emphasize the importance of local government involvement in NEPA processes.
5. **Impact Study Request:** We additionally request comprehensive impact studies for all proposed projects to ensure thorough evaluation of environmental, economic, and social effects within the City of Artesia and throughout Eddy County.
6. **Threatened and Endangered Species:** The analysis must consider the protection of 10 critical habitats and 37 threatened and endangered species that may be impacted by proposed projects.
7. **Hydrological Studies:** Hydrological studies should include detailed water use plans for proposed energy projects to ensure sustainable water management and protection of local water resources.
8. **Check Cultural Sites:** The evaluation process must include a thorough review of potential impacts on cultural and historical sites, ensuring their preservation and compliance with applicable laws.
9. **Landowners' Rights:** Landowners reserve and retain surface and subsurface rights, and fair compensation must be provided for any takings resulting from federal actions. The improper use of eminent domain to seize private property without just cause or fair compensation is expressly opposed.
10. **Categorical Exclusions:** Any categorical exclusions proposed under NEPA must be discussed with the City Council of Artesia before any enactment to ensure alignment with local priorities and concerns.

NOW THEREFORE, BE IT FURTHER RESOLVED, that the following comments represent the opinion of the City Council of Artesia, New Mexico:

1. The public notice and the time period for public comments on the proposed U.S. Department of Energy National Interest Transmission Corridor (NIETC) is **insufficient** as it was published in the Federal Register on December 16, 2024, with public comments pertaining to the proposed NIETC due to the DOE by February 14, 2025.
2. More than one information webinar, as listed in the December 16, 2024 notice in the Federal Register, is needed to provide the public and local governments such as the City of Artesia an opportunity to learn about the proposed NIETC.
3. Many residents within the City of Artesia and Eddy County live in rural and remote areas without reliable telecommunications; as such an in-person information meeting in Artesia, New Mexico, is needed for residents of both the City of Artesia and rural areas lying outside of the City of Artesia to be afforded the opportunity to learn about the proposed NIETC
4. The DOE did not provide the City of Artesia with an opportunity to jointly coordinate the placement of the proposed NIETC.

5. The DOE has not demonstrated to the City Council of Artesia of the need for the proposed NIETC.
6. The proposed NIETC conflicts with comprehensive plans, land use plans and adopted policies within the City of Artesia and other areas outside of its limits located within Eddy County
7. The proposed footprint and location of the NIETC is ambiguous and arbitrary and lacks sufficient detail as stated within the NIETC that the corridor is a minimum of five miles wide and the DOE reserves the right to open 125 mile wide, or larger, corridor.
8. The proposed designation of the NIETC is not necessary for the extension of transmission lines throughout New Mexico and throughout the United States.
9. The implementation and/or adoption of the proposed NIETC will negatively impact the long-standing farming, ranching and agricultural industries within the City of Artesia and Eddy County, as well as other municipalities within Eddy County.
10. The implementation and/or adoption of the proposed NIETC will negatively impact outdoor recreational, hunting, fishing and similar industries within the City of Artesia and Eddy County, as well as other municipalities within Eddy County.
11. The implementation and/or adoption of the proposed NIETC will negatively impact the mining, potash, manufacturing, oil and gas exploration, refining, extraction and similar industries within the City of Artesia and Eddy County, as well as other municipalities within Eddy County.
12. The implementation and/or adoption of the proposed NIETC will negatively impact the tax revenue collected by the City of Artesia and Eddy County, as well as other municipalities within Eddy County, thereby making it more difficult for the City of Artesia and Eddy County, as well as other municipalities within Eddy County to provide for the health, safety, and welfare of our residents.
13. The City Council of Artesia, New Mexico, wishes to schedule a meeting in the City of Artesia with representatives from the DOE.
14. The City Council of Artesia, New Mexico, are opposed to the proposed U.S. Department of Energy National Interest Electric Transmission Corridor.

PASSED AND ADOPTED this **11th** day of **February, 2025**, by the City Council of Artesia, New Mexico, in an open meeting in Artesia, Eddy County, New Mexico.

CITY COUNCIL OF ARTESIA, NEW MEXICO

By: _____
 Jeff Youtsey, Mayor Pro Tem

ATTEST:

 Summer Valverde, City Clerk