

TORRANCE COUNTY
COMMISSION MEETING
August 12, 2020
9:00 A.M.

For Public View
Do Not Remove



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Javier Sánchez, Vice Chair, District 3

Kevin McCall, Member, District 1

Janice Y. Barela, Interim County Manager

ADMINISTRATIVE MEETING AGENDA

WEDNESDAY, AUGUST 12, 2020 @ 9:00 AM

1. **Call to Order**
2. **Invocation and Pledge of Allegiance**
3. **Changes to the Agenda**
4. **PROCLAMATIONS**
5. **CERTIFICATES AND AWARDS**
6. **BOARD AND COMMITTEE APPOINTMENTS**
7. **PUBLIC COMMENT and COMMUNICATIONS**
8. **APPROVAL OF MINUTES**
 - A. **COMMISSION:** Motion to approve the July 13, 2020 Torrance County Board of County Commission SPECIAL Meeting Minutes.
 - B. **COMMISSION:** Motion to approve the July 22, 2020 Torrance County Board of County Commission Meeting Minutes.
 - C. **COMMISSION:** Motion to approve the July 28, 2020 Torrance County Board of County Commission Special Meeting Minutes.
9. **APPROVAL OF CONSENT AGENDA**
 - A. **FINANCE:** Approval of Payables.
10. **ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
11. **ADOPTION OF RESOLUTION**

- A. **MANAGER:** Motion to approve Disposition of Property, Resolution No. 2020-____.
- B. **FINANCE:** Motion to approve 2019 Audit Report, Resolution No. 2020-_____.
- C. **GRANTS COORDINATOR:** Motion to approve final draft of the Southern Torrance County Economic Development Plan 2020, Resolution No. 2020-_____.
- D. **FIRE:** Motion to approve Resolution lifting burning ban in limited circumstances, Resolution No. 2020-_____.

12. APPROVALS

- A. **GRANTS COORDINATOR:** Motion to approve Amendment No. 2, Professional Services Contract, RFP TC-FY20-03, Juvenile Justice Continuum Coordinator.
- B. **FIRE:** Motion to approve Lease Agreement between RGV CASA and Torrance County Fire Department.

13. DISCUSSION

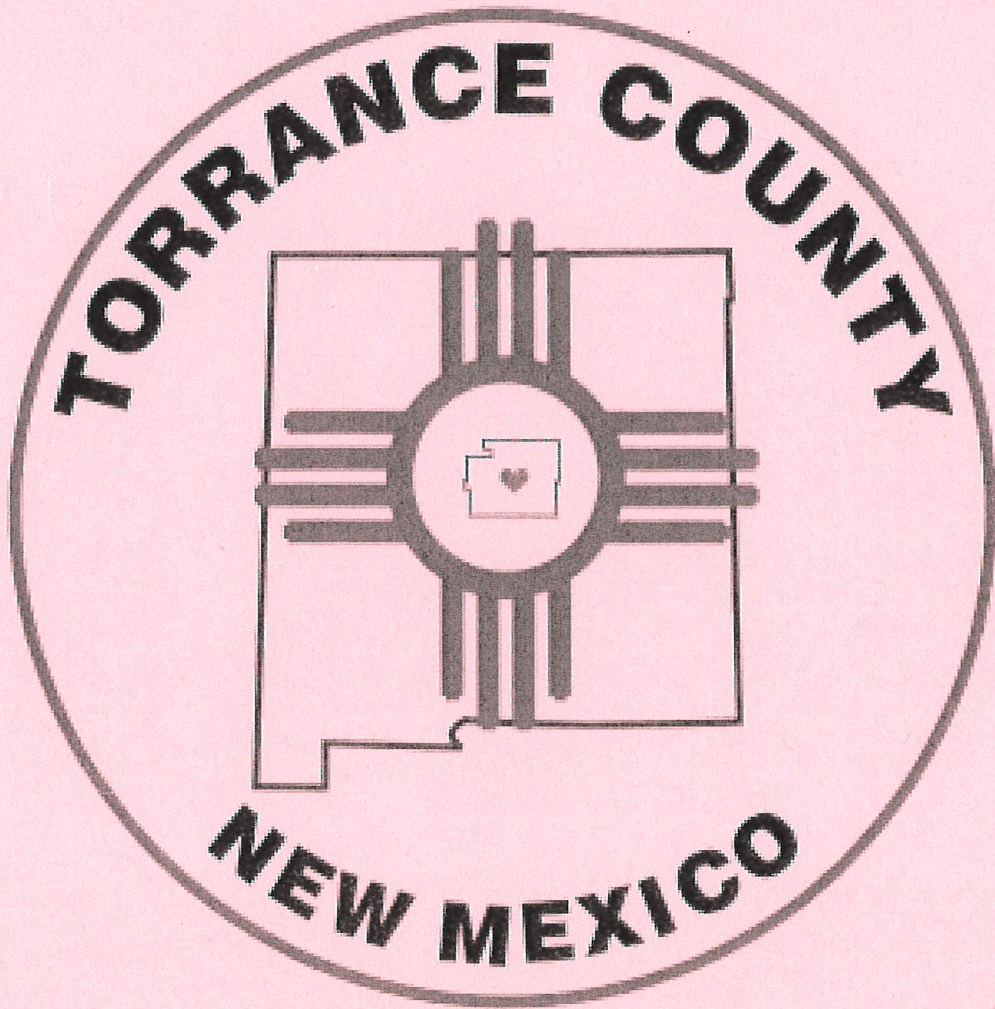
- A. **GRANT COORDINATOR:** **PUBLIC HEARING**, regarding the Infrastructure Capital Improvement Plan (ICIP).
- B. **MANAGER:** Discuss the need for a Torrance County emergency shelter in the northern part of the county.

14. EXECUTIVE SESSION

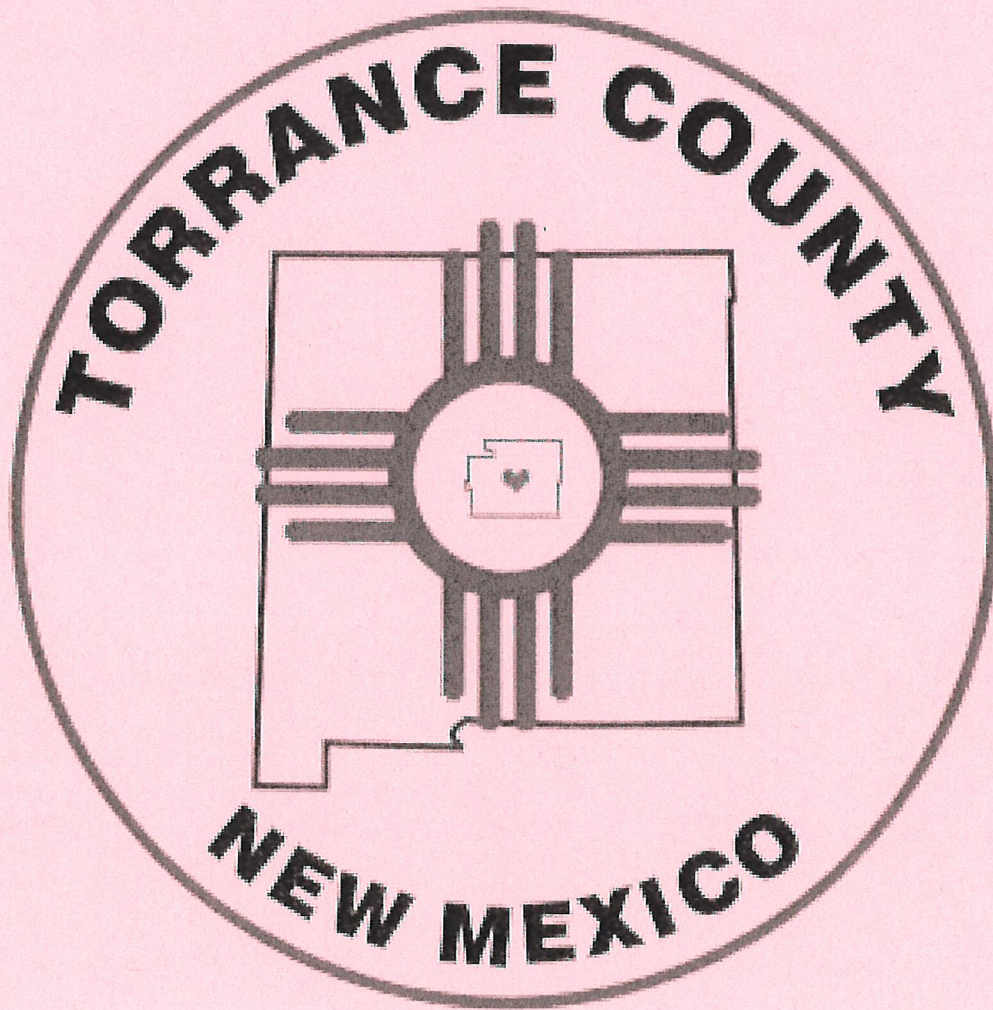
- A. **COMMISSION:** Discuss County Manager position, closed pursuant to Section 10-15-1(H)(2).
- B. **MANAGER:** Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(8).
- C. **MANAGER:** Purchase of real property for Emergency Management. Closed pursuant to NMSA 1978 § 10-15-1(H)(8).
- D. **ATTORNEY:** Discuss County Attorney contract, closed pursuant to Section 10-15-1(H)(2).

15. Announcement of the next Board of County Commissioners Meeting: August 26, 2020 @ 9:00 AM

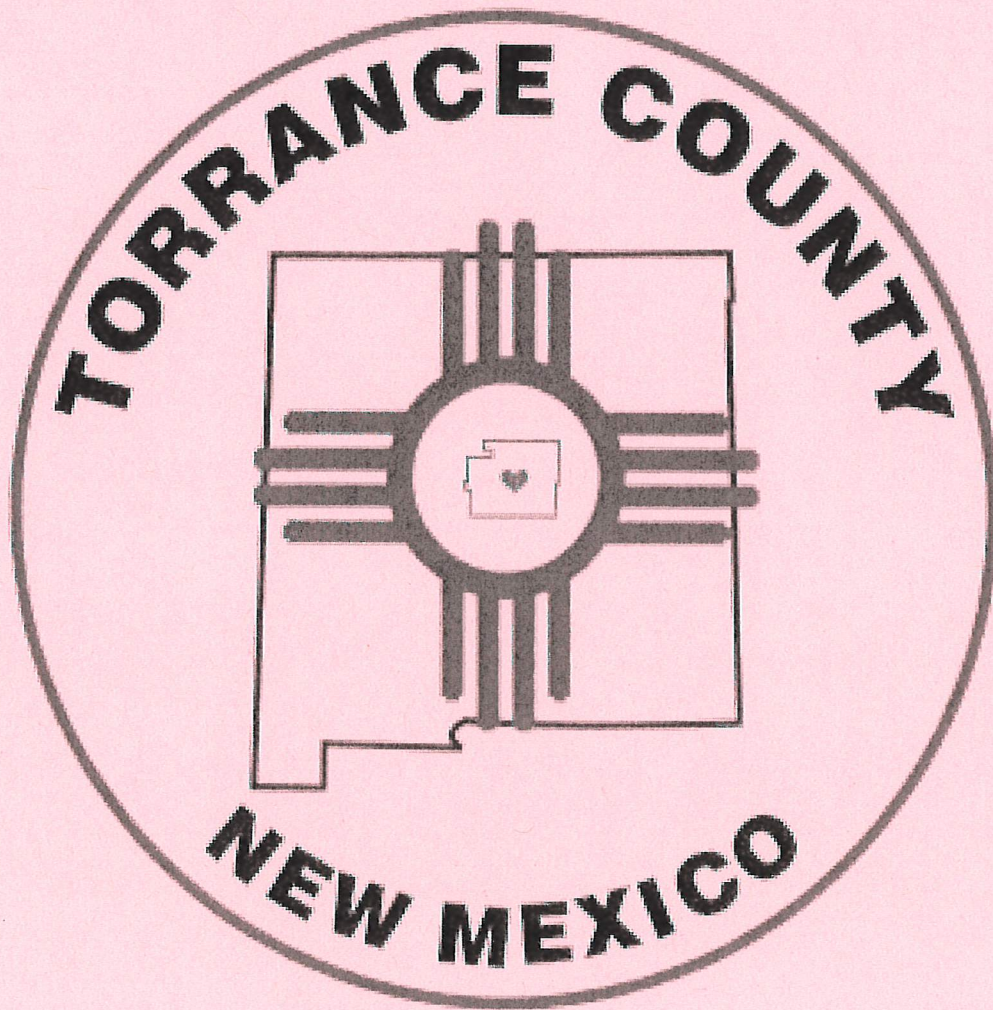
16. Signing of Official Documents



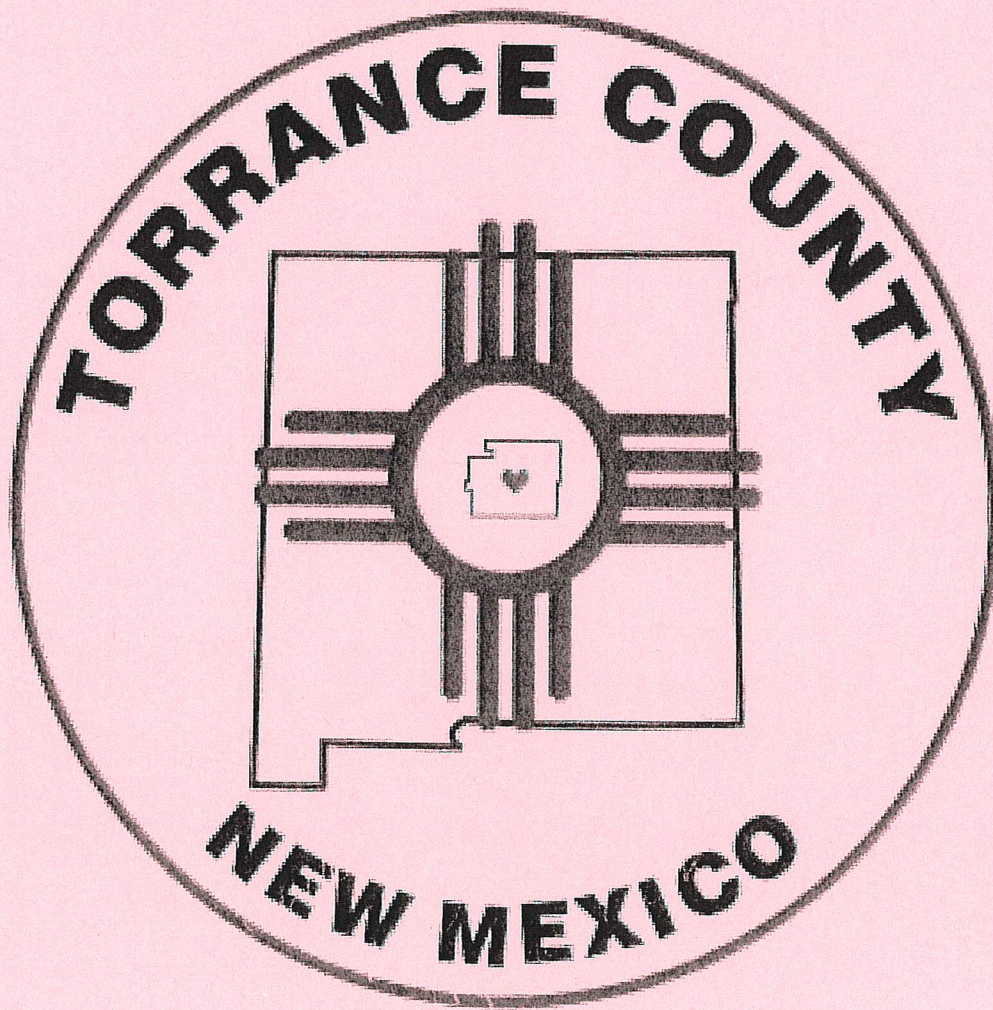
*Agenda Item
No. 1*



*Agenda Item
No. 2*

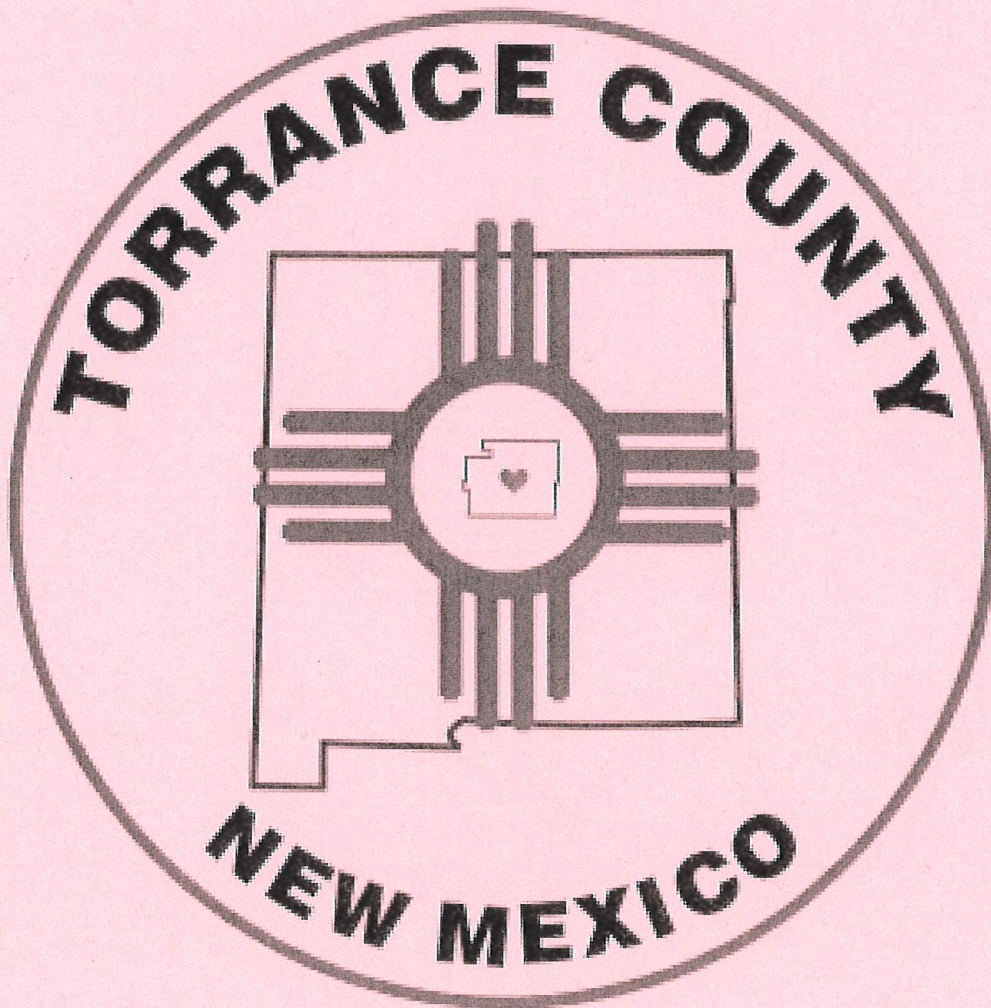


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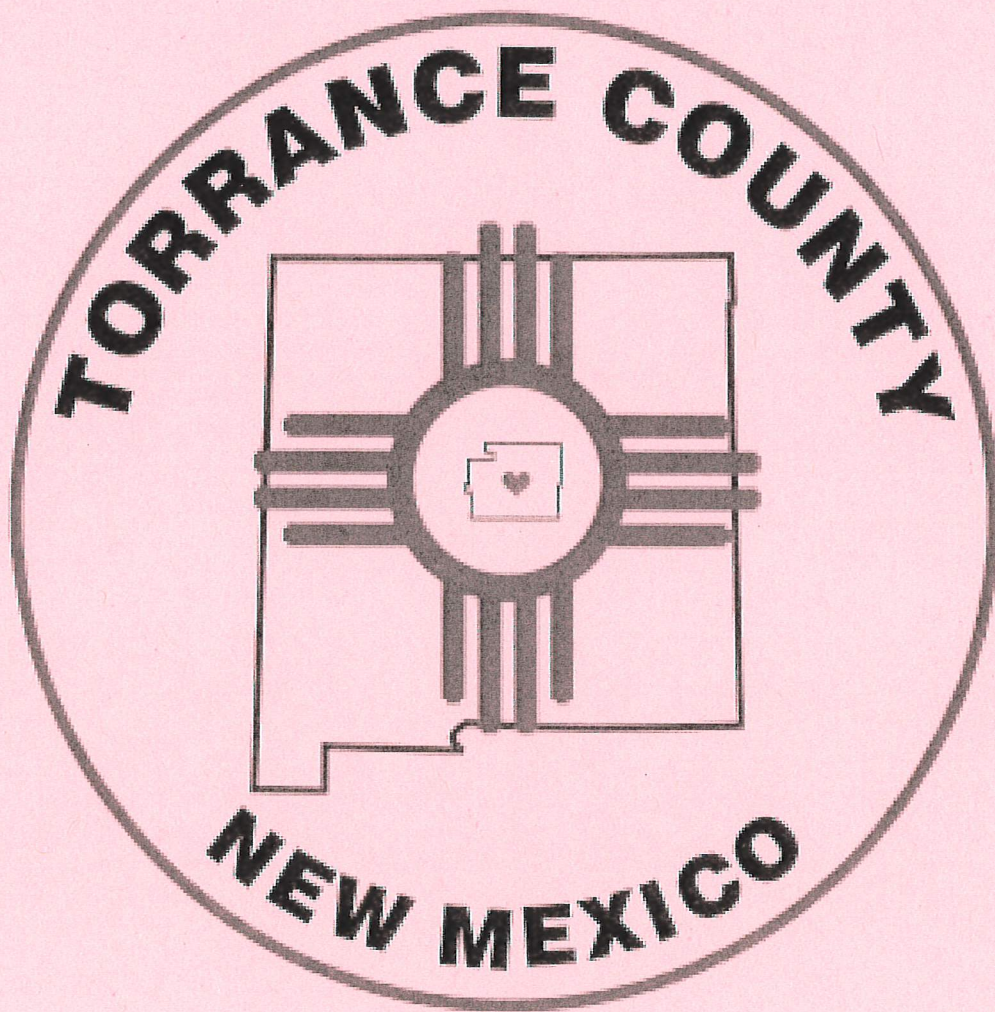


Agenda Item

No. 4

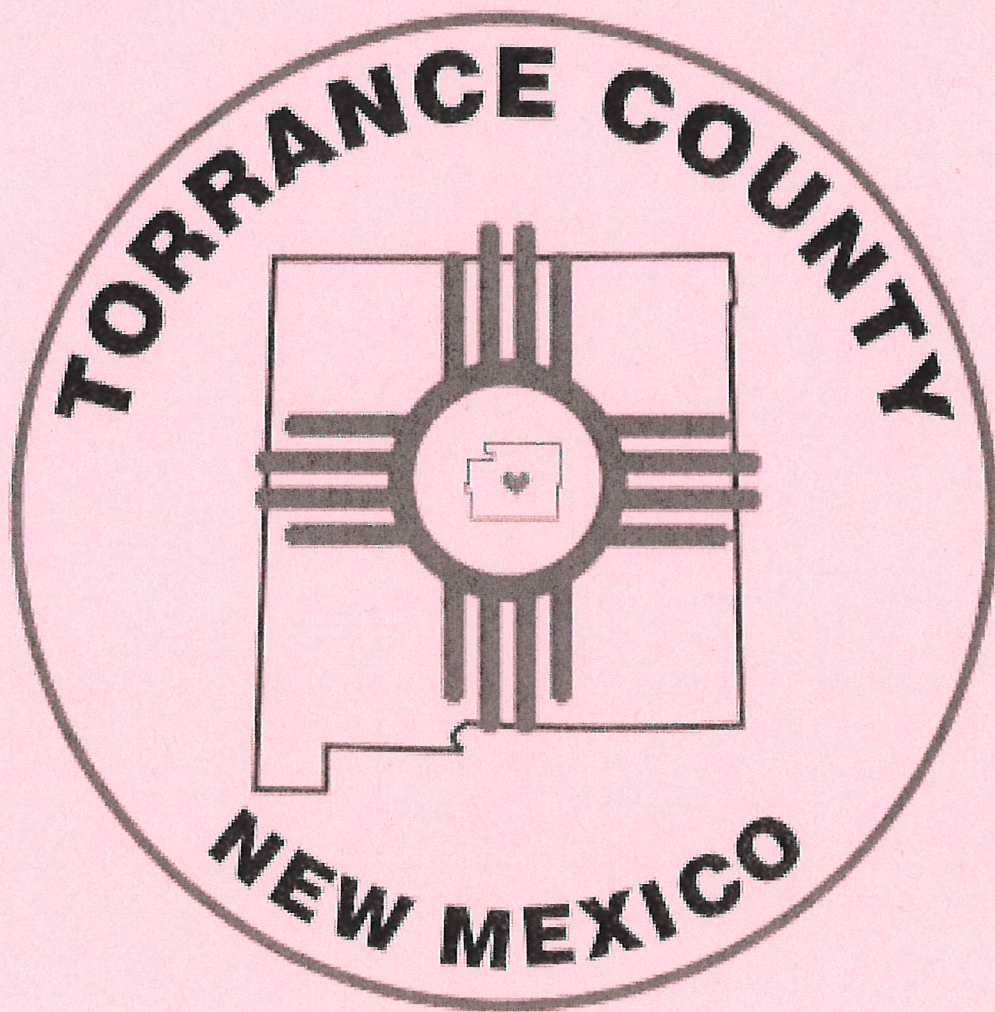


Agenda Item
No. 5



Agenda Item

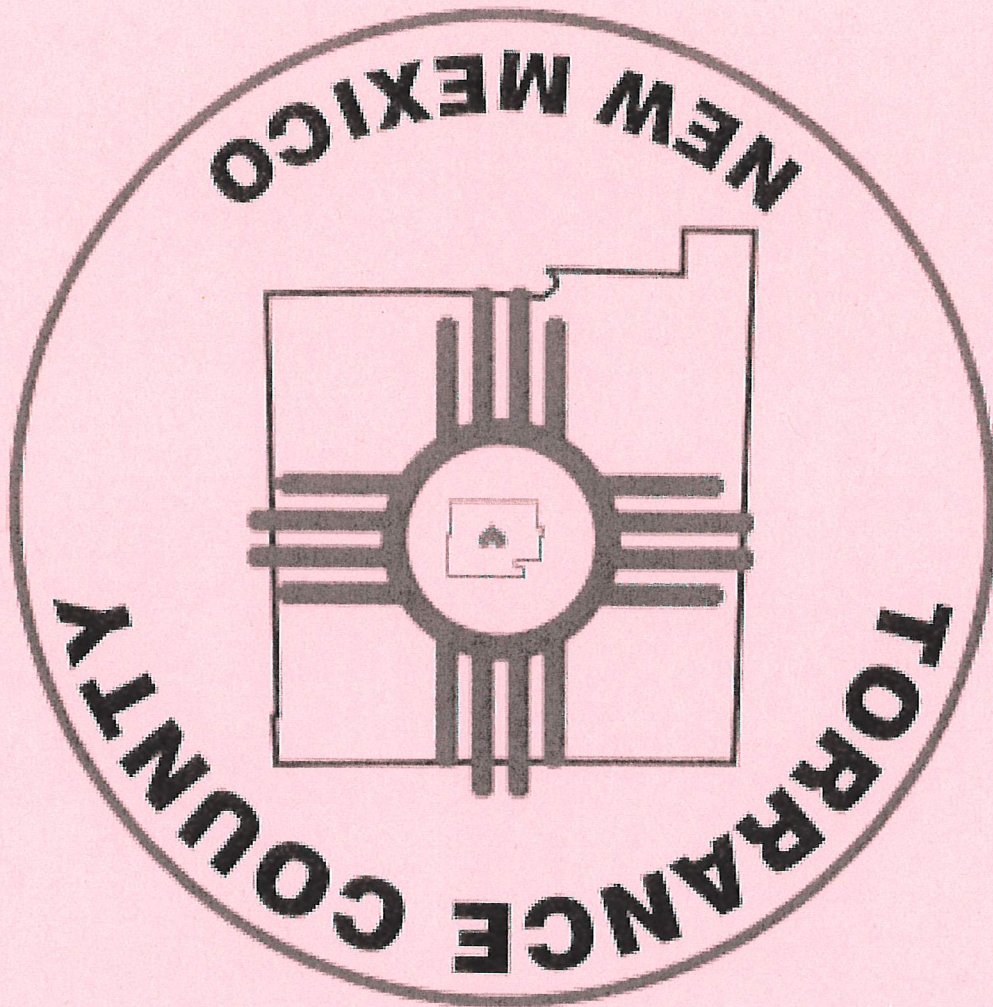
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Agenda Item

No. 7

*Agenda Item
No. 8-A*



DRAFT COPY
Torrance County Board of Commissioners
SPECIAL Commission Meeting
July 13, 2020
9:00 AM

Commissioners Present:

RYAN SCHWEBACH – CHAIR
KEVIN MCCALL – MEMBER

Others Present:

WAYNE JOHNSON – COUNTY MANAGER
JOHN BUTRICK – COUNTY ATTORNEY
GENELL MORRIS – ADMINISTRATIVE ASSISTANT

1. Call Meeting to order

Chairman Schwebach: Calls July 13, 2020 Special Commission Meeting to order at 9:08 AM and began Pledge of Allegiance

2. DISCUSSION

Steve Guetschow – P&Z Coordinator: Additional Exhibits were added 7 A-B-C with comment letters from Georgia Overlander, Cruz Castro and Chrisy Jackson. Exhibits by Applicant identified as exhibit #2.

Wayne Johnson – County Manager: Additional comment From Mr. Godet read; here to attach.

Steve Guetschow – P&Z Coordinator: P&Z application for a variance to setback in order to create a setback for a proposed building for less than 15ft which is the county minimum site setback requirement was approved by the board of 3 to 1. Ray Sharbutt on behalf of the Homestead Estates Homeowners Association made his application for appeal on June 18th, it has been properly published in The Independent newspaper, letters were sent to the adjoining property owners.

Ray Sharbutt - Homestead Estates HOA President: Sworn in by County Attorney John Butrick. Defers to Dennis Wallin.

Dennis Wallin: Sworn in by County Attorney John Butrick. Thank you for hearing this appeal. I think the Country has made a wrong minded decision. I gifted the property through Homestead Estates Inc, that the fire station sets on. This was done by a restrictive deed. The deed restriction states the county would comply with the Homestead Estates Covenants. The County's action in not complying will put a chilling effect on other subdivisions or other residents making gifts to the county. If, the county takes the position that it does not have to comply with the statutes

that every other citizen, governmental entity or municipalities complies with in the State of New Mexico. Let us assume that I wanted to make a gift to Torrance County, that the County has a need for a park. I am giving you the property for the park but its restricted, my gift to you is restricted by the language that this has to be used for a park. You decide no we are using it for a transfer station in that location. That will present an issue. I am against the action that the P&Z Board took: 1. It violates the restriction in the restrictive covenants by failing to take into consideration the covenants of the Homestead Estates Subdivision 2. The County failed to do the proper planning and failed to comply with its own ordinance. The Planning & Zoning Board failed to take into consideration the impact of the other properties in the areas, which it is required to do under your subdivision ordinance. Also, there is no indication on the record that the County considered water usage. Water usage is a requirement under the variance prevision in your ordinance. My brother and I developed the Homestead Estates in 1985. We put the covenants in place. Homestead Estates had the good fortune of having quality residents and you see the pride in the property. The residents have had to bear a lot in the last decade, with Pilot, parking, and traffic situation. Those of you that drive that road know exactly what I am talking about when it comes to the traffic situation. There should have been a traffic study. The County has wrapped this up with emergency services and we need that location because of emergencies on the interstate.

I have lived out here since 1981, within visual distance from I-40, I have driven that road literally twice a day 5-7 days a week. There are times we have weather emergencies and traffic backups. In that time maybe we have used an emergency shelter less than 10 times in the past 40 years.

What you have done by putting this emergency center right in the middle of the most congested area of this whole county, you have created a morass of vehicles. We already have that problem with the semi-trucks. You have created it in the driveway of the fire station and ambulance service. The very entities that need to respond to emergencies. There is not sufficient traffic planning or parking, this is the wrong location. There is plenty of good locations. I do not doubt you need a place to house the Emergency Manager and room for storage. There are better places to put it than in the driveway of the Fire Station and Ambulance service. I know there is funding available and understand the importance for governmental entities and you need to act quickly. Most times decisions made at the spur of the moment end up coming back to bit you.

The Homestead homeowners are going to talk to you about their covenants and what will be required. The subject I can talk to you about is whether or not you can comply with my deed. I am willing to litigate this matter because I think it is a hands down winner. The statute says that I can make a deed by restriction to the state or a municipality.

A municipality is defined in the municipal code to include counties. Throughout the statutes in New Mexico the term municipality is meant to apply governmental entities including counties. The site from the municipal code, Sec 3-1-2G; the definition section of the code, Municipal or Municipality means any incorporated city, town, or village. Whether incorporated under general acts, special act or special charter incorporated counties and H class counties.

I think will chill future donations to the county. I know for one that I would be hesitant, and I think it is legally wrong and think a court will agree with me. I think from you standpoint you are making a rushed to judgment in approving this. I was surprised that the board approved it. You may have questions concerning water.

Chairman Schwebach: You mentioned the current fire station is not abiding by the covenants?

Dennis Wallin: I misspoke, brief history in 2006 Joy Ansley the County Manger at the time was in need of a Fire Station for district 5. There was also discussion of having a Sheriff's substation in northern Torrance County. Joy will confirm what I am telling you. I originally prepared a deed for the county for a fire station, because of the discussion of the Sheriff's station, Joy asked if I could change it to public service building. There was also an agreement that the county would care for the property. Its beautiful building but the weeds have not been maintained. Mr. Marcus cut the weeds on the county property and the lot adjacent to it because it was a fire hazard. The county agreed to develop a tree line, a breaker, it was planted and was never maintained most have since died. It was disappointing that the county did not take more pride in this building. When I say Homestead gifted the property, I saw a benefit to the homeowners and the value of my lots. I would do it again but not if the county takes the view that the P&Z Board took. Thank You. **Commissioner McCall:** Would you discuss the water usage.

Dennis Wallin: The fire station is on Homestead Water Company, which my brothers and I own, never has Homestead Water been approached, about water for this building, whether there is water available and if it can be done. I am not stating we cannot, but the county needs to comply with the counties own Ordinance. The County is in a big rush to get money, this location is inappropriate.

John Butrick – County Attorney: Is it your testimony that the current use is as a public service facility?

Dennis Wallin: I think that is a legal opinion that someone would have to give.

John Butrick – County Attorney: Is that your opinion?

Dennis Wallin: I think Fire Station is a public service. The property was meant for a fire station and a sheriff's satellite office. It was always implied it would be one building. The sheriff's office planned to be in the fire station building.

Chairman Schwebach: What you are testifying Mr. Wallin, is that he original deed and the gift, the intent was fire department/ sheriff's office, one building. You amended the deed to accommodate a sheriff's office which has not happened.

Dennis Wallin: That is correct. The sheriff's office was just in discussion.

Commissioner McCall: Is it a restrictive deed because in your covenants it is supposed to be residential only? Therefore, the fire station and Superior Ambulance Service is not residential?

Dennis Wallin: No, we went to through the process and did the re-zoning. The restrictive deed is 1. that I wanted it used for a specific purpose and 2. The Homeowners Association did not want to see any type of commercial building development on Homestead Estates, we sold the lots based on the fact that this was a residential development. I wanted the Homestead Homeowners Association to have a say and if something were to change. The county would have to comply with the covenants of the Homestead Homeowners Association. It is not difficult, you submit architectural drawings and plans, they meet on them quickly. If it is a reasonable request, they are reasonable minded people.

Steve Guetschow – P&Z Coordinator: Sworn in by County Attorney John Butrick. Regarding the landscape plan, I drew the one in your packet, exhibit with our application to the P&Z Board in 2011. The existing green barrier was allowed to decay. When Mr. Gastelum was Fire Marshall until 2008, he use to water the tree line. The original agreement between the County had to occur prior to that in 2005 or 2006. The trees were mostly gone, and irrigation was decayed when I drew the landscape plans. The Fire Marshall at that time was presenting the plans to the Edgewood Soil and Water Conservation District Office, in order to get some trees, they had available, unfortunately that was never followed through.

Commissioner McCall: I would like to see the trees replaced. Is the county on the hook for the water usage through Homestead Estates?

Steve Guetschow – P&Z Coordinator: Yes, it goes through a meter.

Ray Sharbutt - Homestead Estates HOA President: There are currently 2 trees alive 1 behind the fire station and ambulance Service. Ernest Marquez and I mowed the grass around the fire station for years, we have not mowed this year. I you would like to take a drive round the fire station you will see what needs to be done. The Ambulance service has mowed their grass this year. I was speaking with Steve and told him I had mowed the grass the last 3 years, Ernest Marquez mowed years before, I was not going to mow it and Steve made a comment that I need a vendors license to mow the grass/weeds. Ernest Marquez is the nearest neighbor and on the board of Homestead Estates for many years and has a statement.

Ernest Marquez: Sworn in by County Attorney John Butrick. I am the neighbor north of the Fire Station and proud of my property. The Fire station has been having issues with old furniture stacked outside for about a year, with a stove in

the back its an eye sore. I am afraid of what this new building will bring to us. Will it be another eye sore that no one cares for. I am opposed to that.

Chairman Schwebach: You are the president of the Homeowners Association?

Ernest Marquez: Not currently but have been on the board for many years.

Ray Sharbutt - Homestead Estates HOA President: Introduced Joel Lockwood Chairman of the Architectural Committee.

Joel Lockwood – Chairman of the Architectural Committee: Sworn in by County Attorney John Butrick. I have been a resident of Homestead Estates in Torrance County since 1986, a charter member of the Homeowners Association and served since the beginning as the Chairman of the Architectural Review Committee. The purpose of the Architectural Review Committee 1. We survey the subdivision and look for issues with compliance to our covenants. 2. We are the group that reviews construction projects within the subdivision. It is a requirement in our Covenants, if a property owner wished to do a construction project, before they begin, they must supply us with plans and details of that project for our review to ensure the compliance of the covenants. I sent a written request to the County Manager when I heard about this project, that we be given the plans and details so we can do our process so they can begin their process. It is my opinion, in relation to the variance, you have gotten a head of the process. The variance is necessary for your project, but it is not the first step in the process. The first step is that you should provide to us the plans and the details so we can do our assessment of compliance to the covenants. Once we do this, we send out letters stating we have reviewed your plans to be in compliant with our covenants and you are now allowed to proceed. It is in my opinion that taking the action to get this variance you have superseded the beginning steps of the process. Because of the requirement of our committee to review a compliance of our property owners to the covenants. If we do not take a step back and begin the process properly, then I may be forced to report to the Board of Directors of the Homeowners Association that you are in violation of our covenants. I would prefer to avoid that.

John Butrick – County Attorney: The letter we received From Mr. Sharbutt dated May 21st He wrote as President of the Board of Directors Homestead Estates Homeowners Association. He is speaking about this structure. He states, I spoke with Mr. Guetschow this afternoon and Steve said he would forward those plans to me. I have forwarded the plans for the construction to our Architectural Committee. And later in the letter states. Please inform the Planning and Zoning Commission that the plans for the Emergency Management Building are pending before the Architectural Committee of the Homeowners Association. Mr. Lockwood, did you receive those plans from Mr. Sharbutt?

Joel Lockwood – Chairman of the Architectural Committee: No, I did not. I do not recall seeing that letter.

John Butrick – County Attorney: This is a statement from Mr. Sharbutt said these plans were submitted to the Architectural Committee, the covenants of the Homeowners Association state; The Architectural Control Committee shall approve or disapprove all plans and requests within 30 days after submission. Such decision written shall be written and delivered in person or by certified mail. In the event the Architectural Committee fails to take action within 30 days, (no later than May 21st) after the request has been submitted approval will not be required and this article will have been deemed to have been fully compliant.

Joel Lockwood – Chairman of the Architectural Committee: That is correct, I have not received any information beyond the things that I have heard so far. We have not received the information we need to do our review.

John Butrick – County Attorney: It is your testimony since you have not received any plans you have not submitted a letter to the county in response to any plans?

Joel Lockwood – Chairman of the Architectural Committee: That is correct.

Ray Sharbutt - Homestead Estates HOA President: Are there any Architectural plans for the building?

John Butrick – County Attorney: I am speaking of the plans Mr. Guetschow provided to you and you stated in your letter you provided to the architectural plans.

Ray Sharbutt - Homestead Estates HOA President: Mr. Guetschow have you provided me with any architectural plans?

Wayne Johnson – County Manager: Sworn in by County Attorney John Butrick. There are no finished plans. That is one of the reasons why we're going forward with this process for determining whether or not we can have a variance of 15 ft. That is a material change to the plans. The countries position on this is that our zoning and even the deed restriction is in place for us to go forward with this building. What was not in place was weather not we could have a variance, expand this building by 15ft. This is the reason we began this process, prior to submitting the plans to the Architectural Control Committee because we could not create plans on a width of a building that we did not know. There are some rough sketched location on the lot, Mr. Guetschow has drawn up that we provided to Mr. Sharbutt.

Ray Sharbutt - Homestead Estates HOA President: Mr. Lockwood, did you receive what Mr. Johnson described?

Joel Lockwood – Chairman of the Architectural Committee: Yes, I did.

Ray Sharbutt - Homestead Estates HOA President: Mr. Lockwood, would you be able to render a decision based on what you received?

Joel Lockwood – Chairman of the Architectural Committee: What I received as described are initial drawings and a good description of the concept of what they intend to do. However, it is not sufficient information for our committee to review.

Ray Sharbutt - Homestead Estates HOA President: Mr. Lockwood, did you consider when you received those, that that was the beginning date?

Joel Lockwood – Chairman of the Architectural Committee: No, that was not the beginning date in my opinion and that is why I sent a letter to the County Manager asking for detailed plans. Once I received those then the 30 days would begin.

Commissioner McCall: Today is an appeal on the variance of the setback. I hear you but the issue is the variance.

Ray Sharbutt - Homestead Estates HOA President: The variance was filed with Planning & Zoning, it was not applied, thought out, or considered properly. We are asking the Board of County Commissioners to use a little common sense to apply some business sense, rule of law. Let us step back and look at this properly. Torrance County had not submitted architectural plans as Mr. Johnson said, that is the first step. Torrance County had not considered the impact of subdivision water use as Mr. Wallin said. Torrance County had not considered the impact on the environment as is required by the Torrance County Ordinances. No one has contacted the New Mexico Environment Department on the impact on water or septic system.

The initial discussion was an Emergency Management Building, then there was discussion that they wanted to bring stranded motorists into this building. There is a septic system on a 1.2-acre lot this cannot sustain 50-100 people. Torrance County has never complied with the prior agreement to maintain the green space. Ruben Gastelum planted and watered the trees. Now Torrance County is 5 years in the rears on homeowners fees and does not have a vote pursuant to bylaws of the association. They are not a member in good standing.

The Planning & Zoning Board says it does not care if Torrance County government keeps its word to the taxpayers and residents or if they follow the ordinances. They are not tasked to follow the covenants of Homestead Estates. Ordinances are the only reason Planning & Zoning exists. The Covenants belong to the owners of the lots of Homestead Estates. They are enforceable in a court of law. The Homestead Estates Homeowners have filed this appeal, 40 members past and present of the homeowners association signed the notice of appeal. Torrance County received that restrictive lot by a gift/deed from Dennis Wallin and Homestead Estates at no cost. Why not simply act in good faith in the interest of the citizens and the taxpayers of Torrance County.

Steve Guetschow – P&Z Coordinator: In Mr. Sharbutt comment that I had told him in order to mow that lawn he needed to get a vendors number; he had taken

that out of context. I told him if you have a vendors number then bill the county for the time spent mowing the land.

Wayne Johnson – County Manager: Matt Propp Emergency Manger is on the line to give an overview on this project.

Matt Propp - Emergency Manger: Sworn in by County Attorney John Butrick. This project fell into our laps in a hasty fashion, amidst all the current COVID issue. We are outing a lot of context on the winter storms. That is not the priority of the shelters intention. Our intention for the winter storms is to continue to build the relationship with the City of Moriarty to get shelter sites up faster.

In this current public health crisis, we were approached by the Department of Health and the state asking what we have as non-congregant sheltering in Torrance County? One of the things I wanted to point out as to why we are looking to the Northern part of the County, first every County does a (THIRA) threat hazard assessment. The biggest parts of the THIRA occurs in the northern part of the county. We do have locations in place in the southern part of the county, example the Tajique Community Center, we just recently used for shelter operations for this current wildfire. Next, we are part of a public health district including Torrance County, Edgewood and extending north. The Moriarty area sits in the middle of the public health district. I understand Santa Fe County residents do not pay into Torrance County taxes and I understand the need to do the right thing by the taxpayers. I have a priority to everyone, that's citizens of Torrance County, citizens passing through our county, anyone in our country falls into our priority. Having a site on the northern end, is what that plan is supposed to look like, when talking about the public health district.

The intention of this project was not to house 50-100 people. Our anticipation would be no more than 10 people in this shelter at a given time. We have looked at traffic plans as to how we can avoid bringing vehicles into the subdivision, possibly have people brought in by van.

When we had the last P&Z meeting, I took the concerns that the Homeowners Association and resident have and have been in discussions with Department of Health, State and up to FIMA. We are working on an agreement with FIMA to be able to purchase a building in a commercial area.

I am trying to be your advocate and trying to find a site that is beneficial for everyone. When this project was brought to us by the state, we were given a quick timeline. We looked at sites that were available for immediate use, in the event we had to do this. The only site we found was next to district 5.

I have no background in planning & zoning or in architecture. Those process are above my head. We want to be good community partners. I take pride in appearance in my department and my area.

Ray Sharbutt - Homestead Estates HOA President: My understanding was the discussion was the building would provide emergency shelter for 50-60 people, when did that number change?

Matt Propp - Emergency Manger: At that time, I was looking at worst case scenario, if we had to open the building under a crisis what would that max number look like. My realistic view is no more than 10-20 people at any given point. I do still have to maintain occupancy based on fire code and public health code. The idea being if we have to capture people quickly, we have a place.

Ray Sharbutt - Homestead Estates HOA President: Why is the Moriarty Civic Center not the better location?

Matt Propp - Emergency Manger: It is the best-case scenario; the problem is the City of Moriarty's requirement to fill all hotels before we open a shelter. A bigger issue is before we start to set up a shelter, we have to have our staff in there. We are still negotiating through those things to try and get it changed. My hope is that every party involved sees the same goal, which is to get the right things done for the community as cooperating entities. We need to have something readily available to get a few people out of the elements before we can get that shelter going.

John Butrick – County Attorney: In the infrequent instant that this would be use for a COVID patient and or who needs the shelter because of the travel etc., would it no longer be your office/storage space, or would you be using it at that time?

Matt Propp - Emergency Manger: We Would move the vehicles and trailers out of the bay areas and move over to the Civic Center. The building would be the Emergency Management Building with the capability of housing people in need. As far as COVID, we are not taking about placing symptomatic patients at this shelter. If you look at the non-congruent sheltering plan that CDC, DOH and FIMA have created, this is for people that have had an exposure that don't have a place to safely be housed or keep them out of an area that has a huge family and need a 7-14 day quarantine without putting anyone else at risk. This benefits the county as a whole, if they do not have a place to go, they will be loose and wondering the general population of Torrance County.

Ray Sharbutt - Homestead Estates HOA President: Helping hands day care across Hwy 41, less than ½ a mile from that site. Have you informed Jody King of your proposal?

Matt Propp - Emergency Manger: I have not, but we have the same individuals at Pilot and restaurants in Moriarty, we have people all over the county potentially exposed. Having people at a facility is the safest approach. Having her across Hwy 41 is no risk to that facility.

Wayne Johnson – County Manager: This is a very narrow quasi-judicial hearing. We are here to consider whether it is appropriate or not for the county to extend 15

ft. into the buffer. This is the variance at question. A lot of the information brought up is not pertinent to that decision.

Mr. Sharbutt and Mr. Lockwood have mentioned in their testimony that we should have gone to the Architectural Control Committee before coming to the county's Planning & Zoning for the variance. I do not think there is proper or improper way to present this. We are 2 different agencies. The Homeowners Association is a privately run entity without any statutory authority, all civil authority. We agreed on the deed restriction, to abide by the Homeowners Association rules, but to say we are in violation of the Homeowners Association by bringing this question before the Planning & Zoning Committee and appeal is inaccurate at best. The county's intent from the beginning was to determine the size of the building that would go on the lot. We are of the position and the opinion that the building itself is pre-zoned and accepted by both the Homeowners Association and the deed restriction. Only a court of law can determine whether the covenants were violated, or a deed restriction was violated. Mr. Wallin by his own admission in his earlier testimony before the Planning & Zoning Board mentioned you could determine that the language implied more than one building. He also stated that the Sheriff's Office was contemplated as part of that location, which implies because there is no room for them at the current district 5 location, either an expansion or a separate building is needed. If we are going to build a building/shelter for emergency services that would house a small amount of people. You are not looking at a large amount of traffic and it's a lower intensity use.

The covenants state only residential properties can be built within the Homestead Estates Subdivision. There are both a fire station and ambulance service that are in direct violation of the covenants, nowhere in the covenants does it state there is an exception for emergency services, or are these lots exempted from that provision. The only commercial property allowed is along Hwy 41 per there covenants. I believe there is an anti-donation problem with the county paying dues to the Homeowners Association and receiving nothing in return. We do not use the roads, we use Carl Canyon Road, this is a county maintained and owned road. I do not believe we legally can be a member of the Homeowners Association and pay dues. I think there is sufficient legal background to say that if we are not receiving something from an organization, we cannot pay them.

As for the water issue, we have not developed that because the plans have not been developed. We need the variance to plan the building to be able to provide the architectural drawings to the Architectural Control Committee so they can make determinations and/or suggestion per the Homeowners Association rules, which we fully intend to comply with. There is nowhere in statute or in Homeowners Association rules and regulations that we have to go to the association before we bring it to the governing authority. We are the regulatory authority for the land use

within Torrance County. We do not as a body or as a government control covenants. Those are private agreements between landowners that are enforced by the Homeowners Association. They chose not to enforce the provision, the provision that requires only residents or residential use within Homestead Estates Subdivision.

With regards to water, we do not know the size of the building, so we do not have a good idea of what the water requirements are. We are current with our payments to the water association. We would probably use the max amount of people to determine the water usage in worst case scenario. This would be for both the septic system and water. We would approach the water association at that time to see if they can provide water for 50-60 people over a short period of time. If that answer is no, then we will have to rethink our plans. This is all part of the process that we are walking through as county and to be good neighbors.

No, we have not contacted the environment department on this, again what size is the building?

Stranded Motorist – I do not recall in about 8 years in Bernalillo County and a 1 ½ years here, a single instance the shelter had to be activated or housing people in Torrance County. It is an infrequent event. Concerns over traffic – we do not use Homestead Estates road and the pilot is generating more traffic than we ever would even if we are sheltering. 12 empty spaces 99% of the time is not a traffic hazard. I believe Torrance County Planning & Zoning has made the right decision. They made it based upon our subdivision ordinance, need in the county, and based on the specific question on whether or not a variance will be allowed. Unfortunately, everyone in this room opposing this project, is trying to use this process to stop it. You should consider whether or not it is appropriate for the building to move into the buffer zone, and that is it. If it is inappropriate to place the shelter where we would like to place it based on demographic data access to the freeway, requirements that we do not set, that is a policy decision that is within your preview as Commissioners but isn't appropriate for this forum.

Mr. Sharbutt asked that we act in the interest of residents, I agree and believe this Commission does that on a regular basis. We also have to act based on our responsibilities as a governmental entity. Whether we like it or not or whether there are residents or not, if there are events that effect this area along the freeway during the winter and during this COVID crisis, we still have a responsibility to provide shelter and keep people safe, short term.

The way you deploy emergency equipment is to not pick the central location in the county, its to identify the location at greatest risk. Estancia, Encino, or Willard is not the place at greatest risk, it is the northern part of the county. Mr. Propp mentioned there are other opportunities and options if there is something like a fire that we are currently undergoing and still part of. We have other facilities in

different parts of the county, but the northern part has the most risk. We are still looking for a property that could be better, I do not want to build a building if we do not have to, it is cheaper and quicker to remodel. We will continue to look unless this becomes our only option.

We have to work through the process, that means their process and your process. The chilling effect – Someone wishing to give property to the county for legitimate public purposes and concerns over deed restrictions. I do not believe we would be in violation. The county is trying to follow both its own Ordinances, the process of Homestead Estates and the agreement that we made. (Regardless what your decision is here today whether to grant the variance or not, we are going to try and proceed with this project, because we believe it complies with the directive and restriction itself.) I do not want anyone thinking Torrance County will ignore its own laws or agreements.

The green space agreement to my knowledge, the county never signed a document stating we have to maintain or install it. We agreed verbally. We also intend to restore the green space. We need to be good neighbors; part of this outcry is because we have not been. Mr. Sharbutt in his appeal stated, the county is dedicated to fixing all our facilities and maintain them properly. He pointed out that I was leaving but that responsibility does not rest on one person, it rests with the Commission and the county as a whole. I believe this Commission is interested in making sure that we are good neighbors and we maintain our properties appropriately. Whether its this building or District 5. This does not have a direct bearing on if the building can invade a variance of 15 ft into the buffer zone.

Which is what you are here to decide. We have had little to none of that testimony except that it would affect the health, safety, welfare, or quality of life of any of the surrounding residents if granted the variance. How would that affect them?

We have failed to communicate with the Homeowner Association in the area. If we had more time, we could have worked better with them to get it done.

We are here today because of my commitment to follow our ordinance; with that I urge you to uphold the 4-1 decision of the Planning & Zoning Board and allow the Variance.

On a side note: We will follow the process of the Homeowners Association, we will provide the drawings as soon as they are available to us and we would ask them to fast track them and we will abide by any of the architectural control and architectural standards. Regardless of your decision today, we will move forward, replant the trees, and make sure we are mowing our own lawn instead asking the neighbor to come do it for us.

Dennis Wallin: I am very proud of what Wayne Johnson has done in the 1 ½ years that he has been the Torrance County Manager. This county has made great strides. Nothing I say is a reflection on Wayne Johnson.

This is all about a variance. That is what you are here for and tried to address. Here is the problem, you did not follow the process. Your ordinance says: you have to consider water usage. You take into consideration the effect on surrounding properties. That means you have to do sufficient studies for traffic, environmental, septic, that is what you would require everyone to do and the county has to do it. They did not do it. I am hearing Wayne say the county has an obligation to live up to the Restrictive Covenants, the deed, the restrictions in the deed and I appreciate that. You do not go to the document that says this only applies to residential, you go to the deed that says irrespective of that, we acknowledge we have an obligation to live up to the covenants. Look at your own ordinance as to when you can grant a variance.

Chairman Schwebach: At what point were you aware of the building?

Dennis Wallin: Notification from Planning & Zoning.

Chairman Schwebach: That was at the point the variance the county was applying for the 15 ft variance. Is that when you and other homeowners were made aware of that.

Dennis Wallin: Yes, I got appropriate notice.

Chairman Schwebach: Prior to that you did not have notice or were aware of the county's talks about installing a building at District 5.

Dennis Wallin: No

Commissioner McCall: What is your argument against the setback rule in this case? I am hearing that we are supposed to uphold or deny the variance in the setback rule and all I hear is were against it but what is the argument that the setback rule should not apply.

Dennis Wallin: When you consider a variance by the county you have certain bullet points you have to address, among those is the affect on surrounding property owners. My objection is what is going to be if you grant this variance you have to take that into consideration. That includes environmental, traffic, water usage. Your record is devoid of any traffic study, environmental study, or any water usage plan. Those are required before you grant a variance. This is not debatable as a matter of process. As far as being against or for an emergency shelter, I appreciate what Mr. Propp is doing. But I can give you the phone number of a gentleman who owns a shopping center with an empty McDonald and Subway, Charlie Bates 259-1417. I guarantee you; you will find a property in the right location that is more fit for this particular use.

Ray Sharbutt - Homestead Estates HOA President: September of 2006, Mr. Johnson it is not just a verbal agreement. The green space is an act of the County Commissioners and if the variance is granted it will intrude on the green space. That will be in violation of the act.

Chairman Schwebach: This commission is here to determine whether or not the variance for the setback of this building should be allowed to continue. Mr. Johnson in the county's line of thinking when this project started in your logical first step, would a variance be granted? We have heard Mr. Wallin speak about not looking into water use, and traffic and other studies. Was that going to be done later before this building goes up will that be done.

Wayne Johnson – County Manager: I believe it will have to. In our defense, we had water available on the site, now whether or not the water association proceeded and allowed us to go forward is a different issue. If they can not provide us with water than the project is done. I was not looking at that as a major impediment, till it got to that point. It was to go through to find out the scale of the building we could build. If you deny this today, we could only build a building that is 15 ft shorter. The counties position is we are complying.

John Butrick – County Attorney: I defer to Mr. Guetschow as the Planning & Zoning Director to speak about the ordinance and the steps and timing of when thing need to be done.

Chairman Schwebach: I feel my questions have been answered.

Commissioner McCall: I would like more elaboration to address the issue of what Mr. Wallin stated.

Steve Guetschow – P&Z Coordinator: Variance setback covered in Section 22 A: The zoning board may approve a variance from the strict application of area, dimension, distance, setback, off street parking, off street loading requirements of this ordinance in the case of exceptional physical conditions where the strict applications of the requirements of this ordinance would result in a practical difficult or unnecessary hardship that would deprive the owner of reasonable use land or building. B. goes through the application process. C. is the posting of signs. D. is water use. A proposed land use must comply with Section 23 pertaining to water usage. E. requirements, zoning board may impose any necessary requirements improving a variance to ensure that the requested variance 1. will cause no significant hazard, annoyance or inconvenience to the owners or occupants of nearby property and 2. Will not significantly change the character of the neighborhood or reduce the value of nearby property.

As Mr. Johnson testified Torrance County is trying to follow the law, we have to follow it just as any citizen does as Mr. Wallin stated. If this were an application for any member of the public that wanted to put a building within that 15 ft setback, they would have to do this same process of getting the county variance for a setback. That was what we have done prior to putting their building plans and applying for building permits and a land development permit. We have not gotten to that stage yet. Under the county regulations 19.F. this was to open the way for the building we want to put there. To make sure we could go with a 40 ft wide

building, this would require a 10 ft setback from the side property line and would ensure we would have more than 15 ft building separation. As a multi occupancy building, between store building and an assembly area, we have to go with the worst-case scenario. An assembly area for 300 or less people, under the Unified Building Code, you have to have 1-hour separation if you are less than 22 ft but more than 15 ft. If those buildings are closer than 10 ft than we have to raise the hour fire protection of that wall. That is what this application is about.

Chairman Schwebach: Is it Planning & Zoning's responsibility when the variances arise to contact the Homeowners Association or Covenants to get their prior approval for any variances?

Steve Guetschow – P&Z Coordinator: Any application that comes before P&Z to be decided by that board, whether is land use or subdivision regulation, the adjoining property owners and 100 ft across the road have to be notified, by ordinance. Public notice signs are posted at the property, on all public roadways and letters have to go to the adjoining property owners.

Chairman Schwebach: I understand what you are referring to. Is it Planning & Zoning's purpose to say, yes, the land use is appropriate, and the building is approved by an ordinance or the Homeowners Association?

Steve Guetschow – P&Z Coordinator: No

Wayne Johnson – County Manager: You have the public side of things, which we are engaged in here, which is applying the law. Then the Private side, which are the covenants, the homeowners abide by when they buy a lot. The County through Planning & Zoning, Sheriff's Office, Clerk's Office the Road Department do not enforce those. They are a private actions, that would be taken up in court. If they are wishing to enforce the covenants.

Under the previous Ordinance Section 5 Interpretation – Interpretation of Ordinance A. no structure shall be constructed placed or maintained and no land use commenced or continued within the jurisdiction of this ordinance except as authorized by this ordinance and amendments thereto the provisions of this ordinance are held to be minimum requirements to carry out the purposes of the ordinance and are not intended to interfere with any other laws Covenants or Ordinance. Whenever any provisions of this Ordinance are more or less restrictive and any other laws Covenants or Ordinance then whichever are more restrictive shall govern. However, the County shall not enforce private Covenants. Unless such private Covenants are incorporated into an approval of a subdivision by the County Commission.

John Butrick – County Attorney: Can you give a detailed location of where we looked at?

Wayne Johnson – County Manager: I do not have a list; I do not see that it has a bearing on this proceeding. That only goes as to if the Commission directed or will

direct us to proceed for this project in this location or not to. The Commission Can add it to the next agenda and direct me not to proceed with this project.

John Butrick – County Attorney: The Commission is not the arbiter of the deed or the HOA Covenants. The purpose of this meeting is to approve or not approve prior action of the Planning & Zoning Board approval of the Variance. The Planning & Zoning Board did their job, they reviewed that Ordinance and made a decision. The Covenants of the Homestead Estates Association do not allow anything but a residential area in the current location of the fire station?

Ray Sharbutt - Homestead Estates HOA President: That is not correct, the homeowners accepted the fire station and ambulance service.

Commissioner McCall: Did you change your covenant at that point?

Ray Sharbutt - Homestead Estates HOA President: They were amended this year.

John Butrick – County Attorney: Is there anything in those covenants that make a change or options?

Ray Sharbutt - Homestead Estates HOA President: There is not.

John Butrick – County Attorney: Is your testimony that there is no option to put anything other than a residential home on that lot?

Ray Sharbutt - Homestead Estates HOA President: That is correct.

John Butrick – County Attorney: Is your testimony by that letter of the law or the covenant. What has the county been in violation of in the Homeowners Association since 2006, when they deeded or in 2008 when the construction occurred?

Ray Sharbutt - Homestead Estates HOA President: There was an acquiescence by the board to both the volunteer fire department and Superior Ambulance, those were specific wavers of acquiescence. They were limited.

I am a newcomer, I moved into Homestead Estates in 2004. Mr. Lockwood moved there in 1986 after Mr. Wallin opened Homestead Estates in 1985. Mr. Lockwood is the institutional member of the association. Mr. Lockwood was present at the board of directors meeting when there was a waver by the board on the record. I would ask Mr. Lockwood to respond to your question. We have the minutes and can provide them to you.

Joel Lockwood – Chairman of the Architectural Committee: At the time the fire station issue came up, there was an annual meeting where all the residents attended, and we had a quorum. There is a provision. I am unsure if having a variance to the covenants is documented. I know of at least one instance where a variance was approved. In my capacity in the Architectural Committee, we can recommend to the Board of Directors, that if someone wants to do something that is not quite in line with our covenants and therefore a variance might be appropriate. Example: at one point in time the covenants prohibited livestock

within the subdivision with the exception of 2 horses. We raised show steers for 4H and FFA projects. I went to Nick Wallin asking for a variance to the covenants, to have 2 steers in place of having 2 horses and was approved.

When the fire station came up that was also addressed by the Homeowners Association. We went through the process and was approved.

John Butrick – County Attorney: In article 3 Section 1,8,9,9A, and 11 of the covenants, also in Mr. Sharbutt’s testimony on June 3rd before the Planning & Zoning Board, talking about the residential requirements. The Covenants provide various wavers and options to other things for instance a pre-fabrication building option in article 3 section 2. A 4H, FFA waver to what kind of animals can be on property in Article 3 section 4.

Joel Lockwood – Chairman of the Architectural Committee: Yes, those are partial of the recent changes made to the covenants. I am referring to back in the time frame when the fire station was being considered.

John Butrick – County Attorney: Your testimony would be, the county as the landowner would be under the current covenants as well?

Joel Lockwood – Chairman of the Architectural Committee: Yes

John Butrick – County Attorney: In Section 11 of article 3, there is also a waver that may be grated regarding used automobiles and vehicles of any kind. I say this to point out to the Commission that there are wavers and options and potential changes/exceptions that can be made to the covenants.

Joel Lockwood – Chairman of the Architectural Committee: We are in agreement.

John Butrick – County Attorney: There is no such waver or option or acceptance language in article 3 section 1 regarding single family residence. I want to read to you from NMSA 1978 Section 47-16-18; Enforcement of Covenants despite resolutions subsection A: Each association and each lot owner and the owners tenants, guests and invitees shall comply with the Homeowners Association Act and the association communities documents. There is no exception in there. Under your testimony, it seems to me that the testimony is that the violation was in place from the beginning from 2006 and/or 2008.

Ray Sharbutt - Homestead Estates HOA President: Mr. Lockwood’s testimony states, there was a specific waver by the Homeowners Association during an annual meeting.

Chairman Schwebach: I feel I have enough information to move forward and make a decision. I have no more questions.

Commissioner McCall: No more questions.

3. APPROVALS

PLANNING & ZONING: Motion to approve variance to setback for Lot 14, Block 7, Phase 1 of the Homestead Estates Subdivision being 45 Carl Cannon Road.

Chairman Schwebach: We are here to conduct a hearing for the appeal for Planning & Zoning, we were asked to make a motion to approve variance setback of lot 14 Block 7 Phase 1 of the Homestead Estates Subdivision, 45 Carl Cannon Rd. Based on the information presented, I do believe Planning & Zoning has conducted themselves in good faith and the County of Torrance has moved forward with the decisions and the will of the Commission in a proper fashion. I make a motion to uphold the decision of Planning & Zoning.

Commissioner McCall: Seconds the motion. As Mr. Johnson stated he did not get direction for the Commission to look into putting the building at that location. It is important to say that this Commission can also stop it at a directive of our administration to look at other places. In today's hearing and facts, I feel Planning & Zoning Board has upheld our law and will stand behind them. In today's facts the Homeowners Association has many avenues for this project to be shut down.

Chairman Schwebach: I agree with what Commissioner McCall has said. I believe our Planning & Zoning Board has acted in good faith in accordance with our law. This variance is what came to the attention of the homeowners, that is when you became aware of this and did not care for it. I do not feel this hearing is the place to address it. I have learned there are several things the county needs to address; I do not like the fact that we are not considered a good neighbor or taking care of our existing properties. My intent when we were looking at this building was for the purpose, wellbeing, and safety of the citizens of this county. Today is the first day I have been made aware of some of these other concerns. If the county were not the entity that was attempting to build this building, I would make the same decision. Because we are the entity that is proposing to build this building the county needs to address whether or not we want to do this, and we cannot do this in this hearing. As Chair I will put it on the next meeting to discuss this. I will hear and listen as a Commissioner to this as an agenda item and discuss the matter. This would be the proper course of action.

There is a motion and a second, any further discussion? None

Commissioner Schwebach voters yes; Commissioner Sanchez is absent;
Commissioner McCall votes yes; **MOTION CARRIED**

Wayne Johnson – County Manager: It is not my practice to not inform my Commissioners of what is going on, however for them to act as they did in a quasi-judicial manner, prohibited me from having discussion with them about the project and whether we could move forward with it. We will have it on the agenda as an approval item for the July 22nd Regular Commission Meeting. At that point, the Commission can direct us in this matter.

Chairman Schwebach: At this point we can now get all the information and talk to you directly, yes I was made aware that this was being appealed, I did not talk to anyone or look into this because I had to maintain the integrity of this Commission. At this point a decision had been made, we are now in the public realm as to if we should do this? The Commission may have not made the right decision in picking that piece of property, we will discuss at a later date.

Commissioner McCall: We were not brought up to speed because we needed an unbiased opinion. Now is time to hear the issues, I was struggling to hear the issues knowing the motion was on the setback rule. I am your Commissioner, you are my district, I will listen and in no way was going against you.

John Butrick – County Attorney: We want to be open with you but unfortunately, we could not for this hearing, but we can discuss this from here on out. We thank you for your time.

4. Adjourn

Chairman Schwebach: Motions to adjourn Commission Meeting

Commissioner McCall: Seconds the motion.

All in favor: MOTION CARRIED

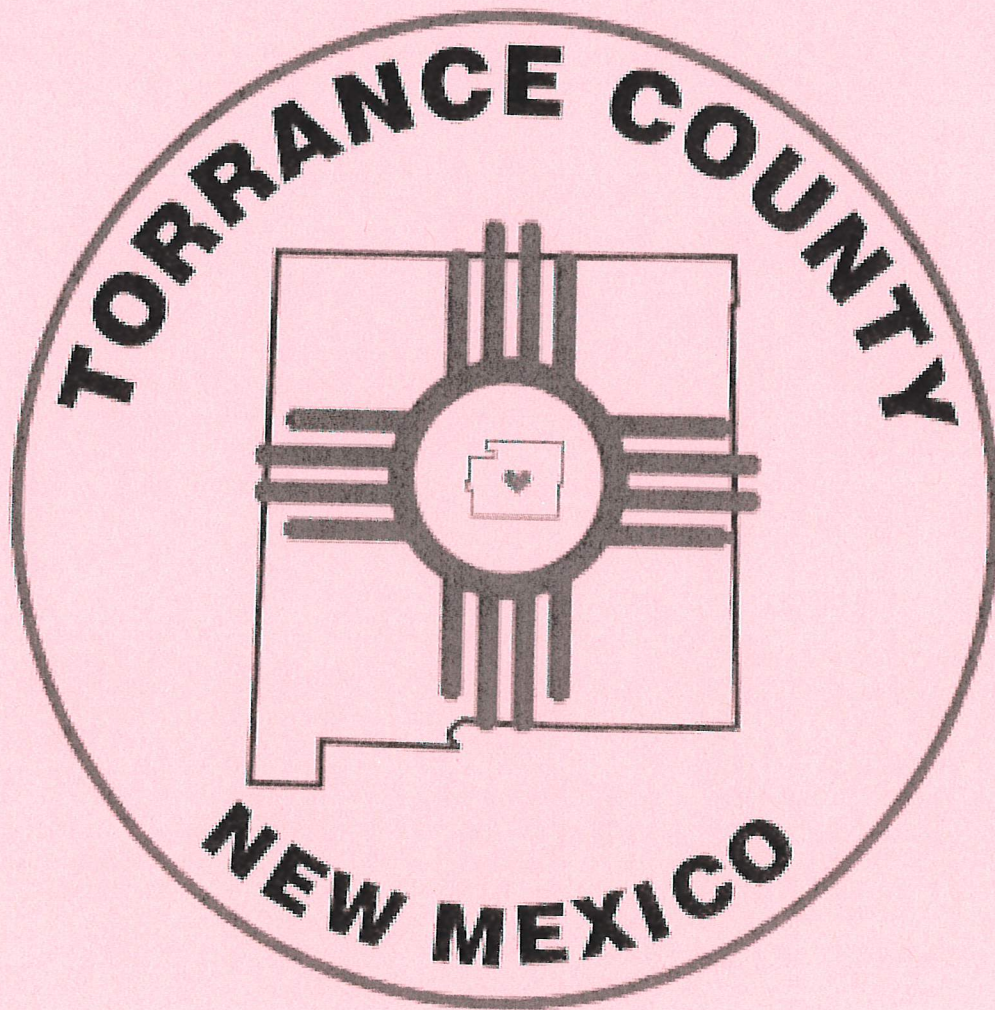
Meeting adjourned at 11:43 AM

Ryan Schwebach – Chairman

Genell Morris – Admin Assistant

Date

The Video of this meeting can be viewed in its entirety on the Torrance County NM website. Audio discs of this meeting can be purchased in the Torrance County Clerk's Office and the audio of this meeting will be aired on our local radio station KXNM.



Agenda Item
No. 8-B

DRAFT COPY
TORRANCE COUNTY BOARD OF COMMISSIONERS
COMMISSION MEETING
JULY 22nd , 2020

COMMISSIONERS PRESENT: RYAN SCHWEBACH -CHAIRMAN
KEVIN MCCALL –DISTRICT 1
JAVIER SANCHEZ –DISTRICT 3

OTHERS PRESENT: WAYNE JOHNSON-COUNTY MANAGER
JOHN BUTRICK-COUNTY ATTORNEY
JANICE Y. BARELA- DEP. COUNTY MANAGER
LINDA JARAMILLO-COUNTY CLERK
YVONNE OTERO-ADMIN. ASST.

1.) CALL MEETING TO ORDER

Chairman Schwebach calls the July 22nd, 2020 Commission Meeting to order at 9:04 A.M.

2.) Invocation and Pledge of Allegiance

Pledge lead by Chairman Schwebach

Invocation lead by Commissioner McCall

3.) Changes to the Agenda

There were no changes made to the agenda.

4.) PROCLAMATIONS

There were none presented.

5.) CERTIFICATES AND AWARDS

There were none presented.

6.) BOARD AND COMMITTEE APPOINTMENT

There were none presented

7.) PUBLIC COMMENT and COMMUNICATIONS

a.) **Ray Sharbutt** states that he is present to speak on behalf of the proposed location of the emergency shelter at the District 5 Fire Station, but there is also another issue he would like to address. Mr. Sharbutt states that there is a proposed change to the appeal time for P & Z. The appeal would change it from 30 days to 14 days. Mr. Sharbutt states that this change would give the people less time to get everything in place for the appeal and goes on to explain the difference.

County Manager Johnson states that the appeal time is still the 30 days the 14 days is giving them time to file the motion for the appeal. In most cases it may even be 6 weeks instead of 4 weeks.

County Attorney Butrick states that Mr. Sharbutt is talking about the District Court Rules where if its under 10 days only workdays are counted and if its 14 days both weekdays and weekends are counted.

b.) **Madam Deputy County Manager Barela** states that she was asked by Cheryl Allen, Torrance County Grant Coordinator, to give a brief public comment on her behalf. Ms. Allen would like for everyone to know that a public hearing will be held at the next County Commission meeting to discuss the ICIP projects. Torrance County is requesting public input regarding public infrastructure projects. If a person is unable to attend the meeting, that person may submit a request in writing and gives the information on where to send the documents.

8.) APPROVAL OF MINUTES

a.) **COMMISSION:** Motion to approve the July 8th, 2020 Torrance County Board of County Commission Minutes.

ACTION TAKEN: **Commissioner McCall** makes a motion to approve the July 8th, 2020 Torrance County Board of County Commission Minutes. **Chairman Schwebach** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

9.) APPROVAL OF CONSENT AGENDA

a.) **FINANCE:** Approval of Payables

ACTION TAKEN: **Commissioner McCall** makes a motion to approve the Consent Agenda: Approval of Payables. **Chairman Schwebach** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

10.) ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE

There were none presented

11.) ADOPTION OF RESOLUTION

a.) **FINANCE:** Motion to approve 4th Quarter Report, Resolution No. 2020-27

Jeremy Oliver, Finance Director, states that he is here to present the Commission with the 4th Quarter Report. The report goes over the finances for FY2020. The revenue for the county was at \$33,115,520.82 and the expenditures came in at \$33,713,222.55. Mr. Oliver asks the Commission if they have any questions.

ACTION TAKEN: **Chairman Schwebach** makes a motion to approve Resolution 2020-27 4th Quarter Report. **Commissioner McCall** seconds the motion. No discussion, all Commissioners in favor. **MOTION CARRIED**

b.) **FINANCE:** Motion to approve FY2021 Budget, Resolution No. 2020-28

Jeremy Oliver, Finance Director, states that he is requesting approval for proposed 2020-2021 Fiscal Year budget. Mr. Oliver states that there were some minor expenditure changes that came from the fire department. There were a few departments that did not use all of their money, so they were carried over to the new budget. There were also a few other departments that had minor changes as well.

Commissioner McCall asks Mr. Oliver to point out on the report where the fire allotment is district by district.

Jeremy Oliver states that he does not have the full budget, but he points out the line items on the handout. Mr. Oliver also states that there were some adjustments due to rollovers in the budget because the department did not spend all the money or because the fire department received some sort of grant money or refund.

Commissioner McCall asks Mr. Oliver to explain the deal with the rollovers if he can.

Jeremy Oliver states that the fire department was told in the past not to spend everything, but in recent years they were told to spend the money, or it would be lost. If there is a rollover in funds, it must be approved.

ACTION TAKEN: **Chairman Schwebach** makes a motion to approve FY2021 Budget, Resolution No. 2020-28. **Commissioner McCall** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

12.) APPROVALS

a.) **COMMISSION:** Discussion of proposed emergency shelter on the grounds of the District 3 Fire Station. Motion to approve placement of proposed shelter on the site of to seek alternate locations. (McCall)

ACTION TAKEN: Commissioner McCall makes a motion to authorize County staff and admin to seek an alternate location for the emergency shelter. Chairman Schwebach seconds the motion.

Commissioner McCall states that on Monday July 13th, 2020 there was a special meeting to have a public hearing to discuss the placement of the emergency shelter on the grounds of the District 5 Fire Station. Commissioner McCall and Chairman Schwebach had decided to go with P & Z as they had followed all the rules perfectly. After the hearing it was very evident that the residents of Homestead Estates did not want the emergency shelter placed there. Upon looking into this matter in depth Commissioner McCall agrees that this may not be the best place for the shelter.

County Attorney Butrick states that is the Commissioners would like to allow Mr. Sharbutt to speak before this is voted on, they may do so at this time.

Ray Sharbutt, President of the Homestead Estates HOA, states that Commissioner McCall is correct in saying that it is the consensus of the residents to not have this emergency shelter placed in this area. Mr. Sharbutt states that if the shelter was to be placed here it would be a violation on the restrictive deed that was issued to the county. Mr. Sharbutt asks the Commissioners to please make a motion to seek an alternate location.

No further discussion, all Commissioners in favor. **MOTION CARRIED**

13.) DISSCUSSION

a.) **MANAGER:** State of the County report to the Commission as required by the Torrance County Personnel Ordinance Section 4.2(D)

County Manager Johnson states that he is going to present to the Commission the State of the County as required per ordinance. County Manager Johnson reads from a list of accomplishments that have happened in the county from the past 18 months. List hereto attached.

County Manager Johnson would also like to let everyone know that this will be his last Commission meeting as he has taken the job as the County Manager in Sandoval County. He would like to thank the Commission for the opportunity and allowing him to work here in Torrance County. He has met friends that will last a lifetime and has enjoyed working with everyone here in the county and would like to thank the staff for accepting him. It has been a great pleasure working here.

Commissioner McCall gives a brief speech on having the privilege of working with County Manager Johnson. Commissioner McCall thanks him for his work and everything he has done for the county since he has been here.

Chairman Schwebach would also like to thank County Manager Johnson for all of hard work he has done and wishes him good luck at his new job.

Commissioner Sanchez thanks County Manager Johnson and bids him farewell

14.) EXECUTIVE SESSION

Chairman Schwebach states the following items listed below will be discussed in Executive Session.

- a.) **COMMISSION:** Discuss County Manager position, closed pursuant to Section 10-15-1(H)(2).
- b.) **MANAGER:** Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(S).
- c.) **ATTORNEY:** Discuss County Attorney contract, closed pursuant to Section 10-15-1(H)(2).

ACTION TAKEN: Chairman Schwebach makes a motion to enter into Executive Session. Commissioner McCall seconds the motion. Roll Call Vote: District 1-Yes, District 2-Yes, District 3-Yes. **MOTION CARRIED**

ENTERED INTO EXECUTIVE SESSION AT 9:45 am

ACTION TAKEN: Chairman Schwebach makes a motion to return from Executive Session. Commissioner McCall seconds the motion. Roll Call Vote: District 1-Yes, District 2-Yes, District 3-Yes. **MOTION CARRIED**

RETURN FROM EXECUTIVE SESSION AT 10:22 am

Chairman Schwebach states the following items listed below were discussed in Executive Session.

- a.) **COMMISSION:** Discuss County Manager position, closed pursuant to Section 10-15-1(H)(2).
- b.) **MANAGER:** Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(S).
- c.) **ATTORNEY:** Discuss County Attorney contract, closed pursuant to Section 10-15-1(H)(2).

Chairman Schwebach stats that no action was taken during executive session.

15.) Announcement of the next Board of County Commissioners Meeting.

Chairman Schwebach announces that the next Board of County Commissioners Meeting will be held August 12th, 2020 at 9:00 am

ADJOURN

ACTION TAKEN: Chairman Schwebach makes a motion to adjourn the July 22nd, 2020 Commission Meeting. Commissioner McCall seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

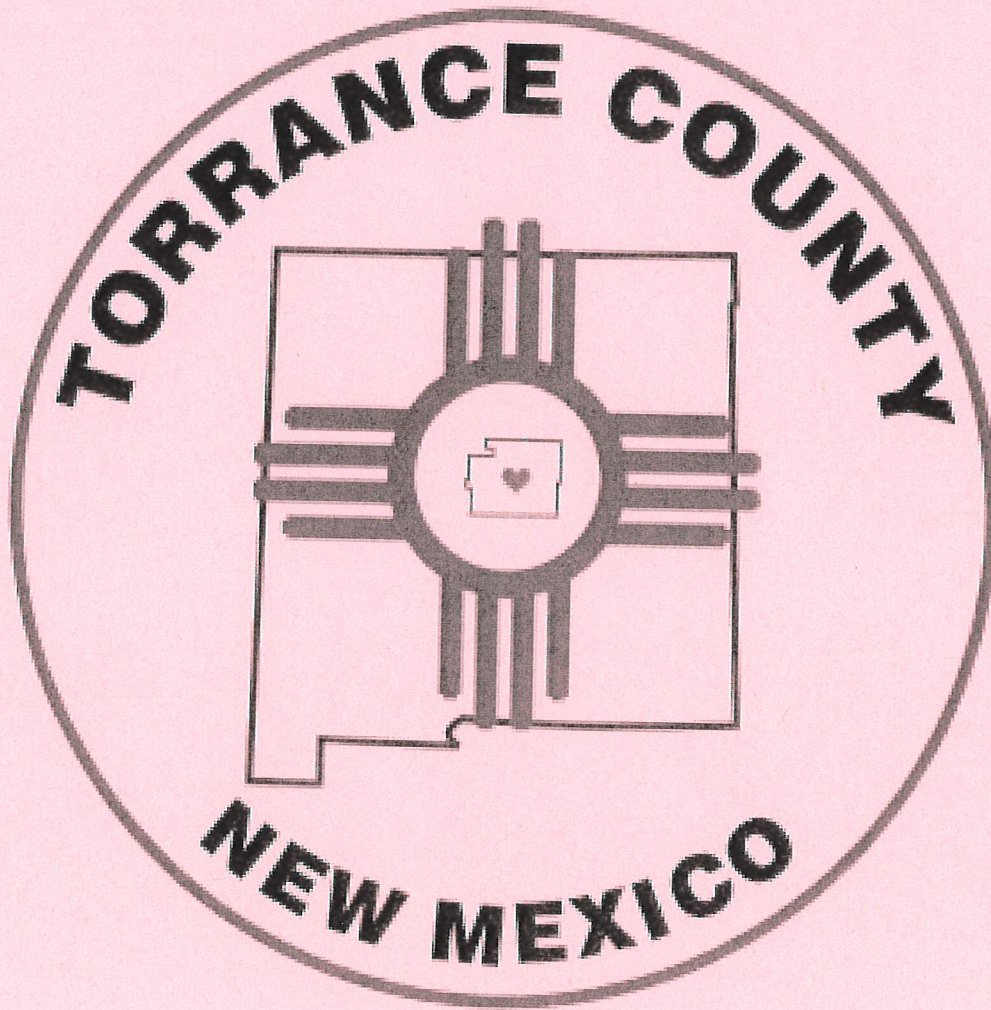
MEETING ADJOURNED AT 10:23 AM

Chairman Ryan Schwebach

Yvonne Otero-Administrative Assistant

Date

The video of this meeting can be viewed in its entirety on the Torrance County NM website, Audio discs of this meeting can be purchased in the Torrance County Clerk's office and the audio of this meeting will be aired on our local radio station KXNM.



*Agenda Item
No. 8-C*

DRAFT COPY
Torrance County Board of Commissioners
Special CLOSED Commission Meeting
July 28, 2020
7:30 AM

Commissioners Present:

RYAN SCHWEBACH – CHAIR
KEVIN MCCALL – MEMBER
JAVIER SANCHEZ - MEMBER

Others Present:

JANICE Y. BARELA – INTERIM COUNTY MANAGER
JOHN BUTRICK – COUNTY ATTORNEY
GENELL MORRIS – ADMINISTRATIVE ASSISTANT

1. Call Meeting to order

Chairman Schwebach: Calls July 28, 2020 Special Closed Commission Meeting to order at 7:37 AM

2. Pledge of Allegiance and Invocation: Chairman Schwebach

3. Change to the Agenda: Added public comment

Public Comment:

Steve Guetschow – P&Z Coordinator: There was an error on Ordinance 2020-06, the date on the cover sheet does not match the signature page. I would like to correct the cover sheet to July 8, 2020 before we post this online.

John Butrick – County Attorney: You cannot take official action, but I do not see a problem with changing this. Changing it back to July 8, 2020 as it should be, as it was acted upon by you.

4. EXECUTIVE SESSION:

A. MANAGER: Purchase of real property for Emergency Management. Closed pursuant to NMSA 1978 10-15-1(H)(8).

Chairman Schwebach: Motion to go into executive session.

Commissioner McCall: Second the motion

Roll Call Vote: All in favor - **MOTION CARRIED**

Executive Session began at 7:42 AM

Chairman Schwebach: This Commission discussed the purchase of real property for Emergency Management and nothing else in executive session. No action will be taken other than the County Manager will move forward with gathering information.

5. **Announcement of the next Board of County Commissioners Meeting:**
August 12, 2020 @ 9:00 AM

6. **Adjourn**

Chairman Schwebach: Motions to adjourn Commission Meeting

Commissioner McCall: Seconds the motion.

All in favor: MOTION CARRIED

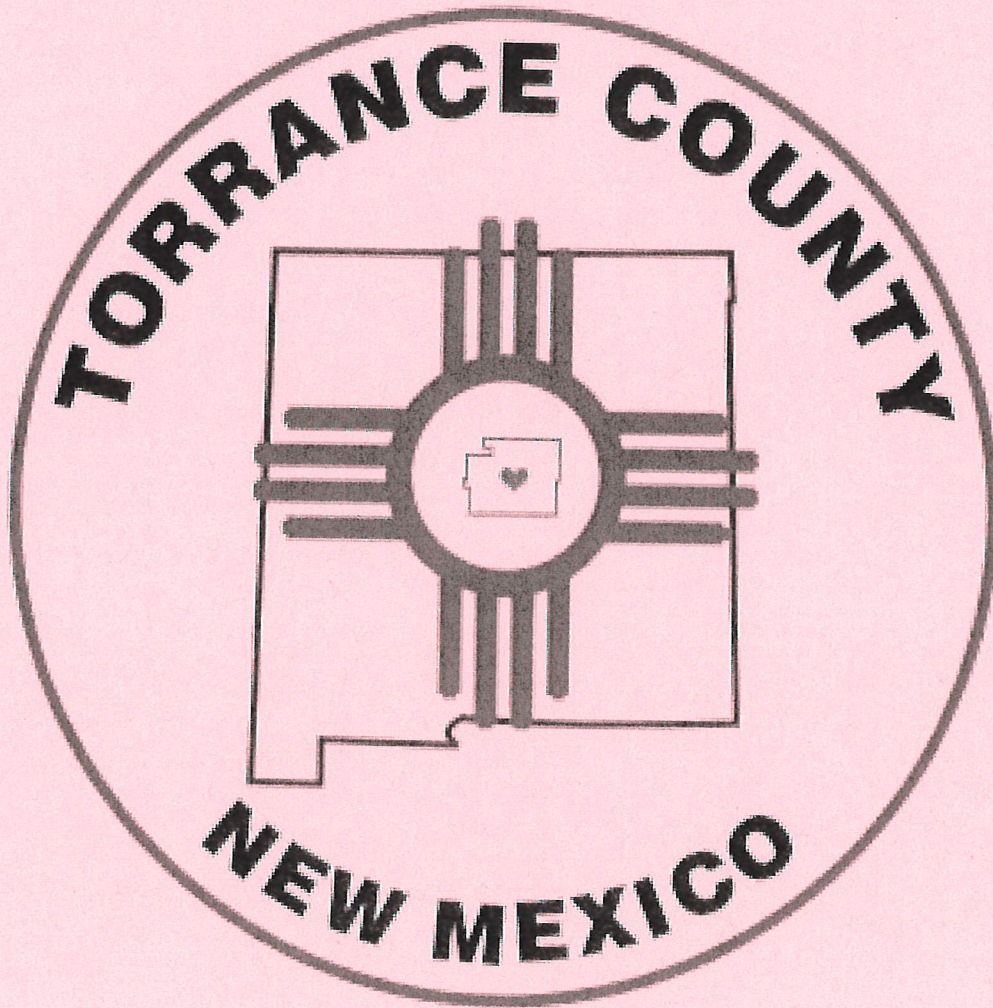
Meeting adjourned at 09:40 AM

Ryan Schwebach – Chairman

Genell Morris – Admin Assistant

Date

The Video of this meeting can be viewed in its entirety on the Torrance County NM website. Audio discs of this meeting can be purchased in the Torrance County Clerk's Office and the audio of this meeting will be aired on our local radio station KXNM.



Agenda Item
No. 9-A

C E R T I F I C A T I O N

TOTAL CHECKS PRINTED 116

THE UNDERSIGNED MEMBERS OF THE TORRANCE COUNTY BOARD OF COMMISSIONERS DO CERTIFY THAT THE CLAIMS ENUMERATED ABOVE WERE APPROVED ALLOWED & DO AUTHORIZE THE WARRANTS AGAINST THE FUNDS OF TORRANCE COUNTY FOR THE SUM OF 2,832,383.25 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 08/06/2020 . WE CERTIFY THAT THE WITHIN NAMED PERSONS ARE LEGALLY ENTITLED UNDER THE CONSTITUTION OF THE STATUTES OF NEW MEXICO TO RECEIVE THE COMPENSATION STATED HEREIN. THAT THE SERVICES HAVE BEEN PERFORMED AS STATED IN THE ACCOUNTS HEREIN, THAT THEY ARE NECESSARY AND PROPER, THAT THIS VOUCHER HAS BEEN EXAMINED, THAT THE AMOUNTS CLAIMED ARE JUST, REASONABLE, AND AS AGREED AND THAT NO PART HAS BEEN PAID BY TORRANCE COUNTY.

SIGNED

ATTEST BY

Kevin McCall

Javier Sanchez

Ryan Schwebach

Linda Jaramillo

THE UNDERSIGNED COUNTY TREASURER DOES HEREBY CERTIFY THAT SUFFICIENT FUNDS EXIST FOR THESE ACCOUNTS PAYABLE CHECKS TO BE ISSUED ON THIS DATE AND DOES HEREBY AUTHORIZE THE FINANCE DEPARTMENT TO PROCESS THESE CHECKS.

Tracy L. Sedillo

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	112641	BOKF, NA	GO BOND 2016 INTEREST	562-11-2350	172020	07/20/2020		352080.78
	352215.62		AGENT FEE (SEMI ANNUAL)	401-10-2272		/ /		134.84
	07/20/2020		ACCT#TORRANCE 2016					
GENERAL OBLIGATION BON352080.78		COUNTY MANAGER	134.84					
01 R	112642	CENTRAL NM ELECTRIC COOP.	MONTHLY BILL JULY 06/01/2020 TO	401-15-2208	1172120	07/21/2020		2914.37
	2920.59		07/01/2020/MANAGER/ACCT#40427300			/ /		6.22
	07/21/2020		MANAGER/ACCT#404273700	401-15-2208				
ADMINISTRATIVE OFFICES 2920.59								
01 R	112643	CENTRAL NM ELECTRIC COOP.	MONTHLY BILL 06/01/2020 TO	401-16-2208	1272120	07/21/2020		3118.22
	3644.32		07/01/2020 JUDICIAL/ACCT#			/ /		137.38
	07/21/2020		8880179001	401-21-2308		/ /		388.72
			CLERK/ELECTION/ACCT#8880529300	401-24-2208				
			HEALTH DEPT/404492801					
JUDICIAL COMPLEX MAINT 3118.22		ELECTIONS	137.38	HEALTH DEPT BLDG MAINT	388.72			
01 R	112644	CENTRAL NM ELECTRIC COOP.	MONTHLY BILL 06/01/2020 TO	401-27-2208	1372120	07/21/2020		348.95
	918.78		07/01/2020/MTAIR SENIOR CENTER			/ /		569.83
	07/21/2020		ACCT#205707901	401-36-2208				
			ESTANCIA SENIOR CENTER/					
			ACCT#8880109702					
MOUNTAINAIR SENIOR CEN 348.95		ESTANCIA SENIOR CENTER	569.83					
01 R	112645	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICES 06/01/2020 TO	401-37-2208	1472120	07/21/2020		506.49
	829.15		07/01/2020/MORIARTY SENIOR			/ /		322.66
	07/21/2020		CENTER/ACCT#401421201	401-82-2208				
			ANIMAL SERVICES/ACCT#8880084401					
MORIARTY SENIOR CENTER 506.49		ANIMAL SERVICES	322.66					
01 R	112646	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICE 06/01/2020 TO	405-91-2208	1572120	07/21/2020		28.33
	353.55		07/01/2020 DIST 5 VFD/ACCT#			/ /		58.49
	07/21/2020		19103300	405-91-2208		/ /		266.73
			ACCT#19103200	405-91-2208				
			ACCT#8880411701					
STATE FIRE ALLOTMENT 353.55								
01 R	112647	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICE 06/01/2020 TO	406-91-2208	1672120	07/21/2020		28.60
	123.44		07/01/2020 DIST 2 VFD			/ /		94.84
	07/21/2020		ACCT#19770500/8880099100	406-91-2208				
STATE FIRE ALLOTMENT 123.44								
01 R	112648	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICE 06/01/2020 TO	407-91-2208	1772120	07/21/2020		38.55
	120.00		07/01/2020/ACCT#21036000			/ /		23.70
	07/21/2020		DIST 1 VFD/ACCT#8880105100	407-91-2208		/ /		57.75
			ACCT#8880625100/DURAN FIRE	407-91-2208				
STATE FIRE ALLOTMENT 120.00								
01 R	112649	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICE 06/01/2020 TO	408-91-2208	1872120	07/21/2020		23.86
	272.23		07/01/2020 MCINTOSH FIRE DIST 3					

07/21/2020

VFD/ACCT#8880074400
ACCT#19615100

408-91-2208

/ /

130.43

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount	
			ACCT#8880488700	408-91-2208		/ /		117.94	
		STATE FIRE ALLOTMENT	272.23						
01 R	112650	CENTRAL NM ELECTRIC COOP.	TORREON FIRE DEPT/MONTHLY	409-91-2208	1972120	07/21/2020		59.77	
	107.19		SERVICE 06/01/2020 TO 07/01/2020						
	07/21/2020		ACCT#20554000						
			ACCT#8880282700	409-91-2208		/ /		47.42	
		STATE FIRE ALLOTMENT	107.19						
01 R	112651	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICE 06/01/2020 TO	401-53-2208	2072120	07/21/2020		49.83	
	199.21		07/01/2020 TORRANCE COUNTY FAIR						
	07/21/2020		ACCT#404536900						
			#404571500	401-53-2208		/ /		23.53	
			#404572200	401-53-2208		/ /		36.01	
			#404572300	401-53-2208		/ /		23.53	
			#8880064700	401-53-2208		/ /		66.31	
		COUNTY FAIR	199.21						
01 R	112652	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICE 06/01/2020 TO	413-91-2208	2172120	07/21/2020		212.31	
	314.78		07/01/2020 FIRE ADMIN ACCT#						
	07/21/2020		8880270701						
			DIST 6 VFD ACCT#207079301	418-91-2208		/ /		102.47	
		STATE FIRE ALLOTMENT	314.78						
01 R	112653	CENTRAL NM ELECTRIC COOP.	MONTHLY SERVICE 06/01/2020 TO	911-80-2208	2272120	07/21/2020		198.74	
	1556.89		07/01/2020 DISPATCH ACCT#						
	07/21/2020		8880281300/ACCT#19705500	911-80-2208		/ /		51.79	
			ACCT#8880581500	911-80-2208		/ /		1306.36	
		911-DISPATCH CENTER	1556.89						
01 R	112654	CERVANTES, EUNICE	TRAVEL TO TUCSON AZ INMATE	420-74-2205	372120	07/21/2020		132.00	
	132.00		EXTRADITION						
	07/21/2020								
		TRANSPORTATION OF PRIS	132.00						
01 R	112655	CINTAS CORPORATION NO. 2	EYE WASH STATION SERVICE	402-60-2248	172120	07/21/2020	35405	192.80	
	192.80		COUNTY ROAD SHOP				35405		
	07/21/2020		INVOICE#8404696663 ACCT#						
			30009096						
		COUNTY ROAD DEPARTMENT	192.80						
01 R	112656	EPCOR WATER, INC.	MONTHLY CHARGES BILL DATE	406-91-2210	572120	07/21/2020		106.68	
	106.68		07/07/2020 ACCT#0739014						
	07/21/2020								
		STATE FIRE ALLOTMENT	106.68						
01 R	112657	LEAF	HP DESIGNJET T3500PS COPIER	610-40-2203	772120	07/21/2020		192.06	
	384.13		ASSESSOR						
	07/21/2020		RURAL ADDRESSING INVOICE#	675-07-2203		/ /		192.07	
			10825927 ACCT#100-4624929-001						

COUNTY ASSESSOR

192.06

RURAL ADDRESSING

192.07

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	112658	MARLIN BUSINESS BANK	SCAN PRO SYSTEM CLERK CONTRACT	612-20-2203	672120	07/21/2020	35398	266.36
	266.36		INVOICE DATE 07/10/2020 INVOICE					
	07/21/2020		#18206811 ACCT#1489142					
COUNTY CLERK		266.36						
01 R	112659	NAJERA, JOSHUA	TRAVEL TO TUCSON AZ INMATE	420-74-2205	272120	07/21/2020		116.00
	116.00		EXTRADITION					
	07/21/2020							
TRANSPORTATION OF PRIS		116.00						
01 R	112660	NEXTIVA INC	VOIP PHONES/ASSESSOR	610-40-2207	472120	07/21/2020		356.64
	2167.35		07/17/20 TO 08/16/20/CLERK	401-20-2207		/ /		207.90
	07/21/2020		MANAGER	401-10-2207		/ /		178.20
			GRANTS	401-49-2207		/ /		29.68
			LAWYER	401-56-2207		/ /		29.68
			FINANCE	401-55-2207		/ /		118.72
			MAINTENANCE	401-65-2207		/ /		59.36
			COMMISSION	401-10-2207		/ /		59.34
			PZ	401-08-2207		/ /		59.36
			CODE ENFORCEMENT	401-08-2207		/ /		29.68
			SERVER ROOM	401-65-2207		/ /		29.68
			ROAD	402-60-2207		/ /		59.36
			PROBATE	401-90-2207		/ /		29.68
			RURAL ADDRESSING	675-07-2207		/ /		29.67
			SHERIFF	401-50-2207		/ /		326.48
			COMMUNITY MONITOR	420-73-2207		/ /		29.68
			TREASURER	401-30-2207		/ /		237.44
			FIRE ADMIN	413-91-2207		/ /		118.72
			EXTENSION OFFICE	401-05-2207		/ /		148.40
			CIVIL DEFENSE/INVOICE#	604-83-2207		/ /		29.68
			30798266413 ACCT#2029540					
COUNTY ASSESSOR	356.64	COUNTY CLERK	207.90	COUNTY MANAGER	237.54			
GRANT ADMINISTRATION	29.68	ATTORNEY	29.68	FINANCE DEPARTMENT	118.72			
OPERATIONS & MAINTENAN	89.04	PLANNING & ZONING	89.04	COUNTY ROAD DEPARTMENT	59.36			
PROBATE JUDGE	29.68	RURAL ADDRESSING	29.67	COUNTY SHERIFF	326.48			
COMMUNITY MONITORING	29.68	COUNTY TREASURER	237.44	STATE FIRE ALLOTMENT	118.72			
COUNTY COMMISSION	148.40	COMMUNICATIONS/EMS TAX	29.68					
01 R	112661	SOUND & SIGNAL SYSTEMS OF NM	INQUARTERLY MONITORING JULY 2020	401-15-2203	872120	07/21/2020		194.74
	194.74		INVOICE#70101 ACCT#TORRANCE					
	07/21/2020		COUNTY/ADMIN					
ADMINISTRATIVE OFFICES		194.74						
01 R	112662	SOUND & SIGNAL SYSTEMS OF NM	INQUARTERLY MONITORING JULY 2020	612-20-2308	972120	07/21/2020		112.09
	112.09		CLERK/VOTING MACHINE INVOICE#					
	07/21/2020		70012 ACCT#TORRANCE COUNTY					
COUNTY CLERK		112.09						
01 R	112663	WEST PUBLISHING CORPORATION	WEST INFORMATION CHARGES JUNE	401-56-2269	1072120	07/21/2020		181.50
	181.50		01,2020 TO JUNE 30,2020					
	07/21/2020		INVOICE#842573101 ACCT#					
			1000641642					

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	112666	AIRGAS USA LLC	ANNUAL CYLINDER RENTAL	406-91-2230	1572220	07/22/2020		104.59
	313.78		RENT OF 14 CYLINDERS OF MED XS	408-91-2230		/ /		104.59
	07/22/2020		OXYGEN					
			HAZMAT SALES TAX	405-91-2230		/ /		104.60
			INVOICE#9972093865 ACCT#2296717					
STATE FIRE ALLOTMENT		313.78						
01 R	112667	ALBUQUERQUE OFFICE SYSTEMS	OFFICE FURNITURE FOR MANAGER'S	620-94-2218	1472220	07/22/2020	35311	2496.56
	2496.56		OFFICE - L. ARCHULETA				35311	
	07/22/2020		INVOICE#8512					
INFRASTRUCTURE GROSS R		2496.56						
01 R	112668	APPLE MOUNTAIN PRINTS	PUBLIC NOTICE SIGNS	401-08-2221	172220	07/22/2020	35274	676.00
	676.00		RED ON WHITE CORPLAST				35274	
	07/22/2020		18X24 CORPLAST PUBLIC NOTICE					
			SIGNS INVOICE# 35274					
PLANNING & ZONING		676.00						
01 R	112669	BOOT BARN INC	WORK FIELD SAFETY BOOTS	401-65-2248	2072220	07/22/2020	35359	433.48
	433.48		NICK SEDILO				35359	
	07/22/2020		STETSON LUJAN				35359	
			ARELY CUEVAS				35359	
			MARISSA ORTIZ				35359	
			ACCT#999900383395					
OPERATIONS & MAINTENAN		433.48						
01 O	112670	DANIEL'S FAMILY FUNERAL SERVICES	ENDIGENT BURIAL #2020-NMMS-1311	414-19-2294	472220	07/22/2020		600.00
	600.00							
	07/22/2020							
2ND 1/8 GROSS RECEIPTS		600.00						
01 R	112671	DESIGN SILK SCREEN PRINTERS	VEHICLE LETTERING, 2 SIDES,	413-91-2248	572220	07/22/2020	35417	1525.00
	1525.00		1 REAR, 1 ROOF, 2 DOORS				35417	
	07/22/2020		TCFD RU1 (INCIDENT REHAB UNIT)				35417	
			INVOICE#35238 ACCT#1214					
STATE FIRE ALLOTMENT		1525.00						
01 R	112672	DOUBLE H AUTO	OIL, OIL FILTERS, FUEL FILTERS,		772220		35442	
	319.98		WIPER BLADES, ANTIFREEZE,				35442	
	07/22/2020		BATTERIES, MISCELLANOUS ITEMS	408-91-2201		/ /	35442	319.98
			NEEDED FOR VEHICLE MAINTENANCE				35442	
			/REPAIR				35442	
			JULY, AUGUST, SEPTEMBER 2020				35442	
			INVOICE# 499327 ACCT# 2927				35442	
STATE FIRE ALLOTMENT		319.98						
01 O	112673	GUSTIN HARDWARE INC.	INVOICE# 239944 ACCT#125		1372220		35353	
	175.15		MISC. ELECTRICAL, PLUMBING,	401-15-2215		/ /	35353	175.15
	07/22/2020		ROOFING & HARDWARE SUPPLIES,				35353	
			FOR BUILDING MAINTENANCE				35353	

OPEN PO REQUEST FOR ALL COUNTY
BUILDING SITES

35353
35353

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
		ADMINISTRATIVE OFFICES					35353	
=====								
01 R	112674	HARRAL, BRADI	NON-PROFESSIONAL SERVICES	412-53-2271	2172220	07/22/2020	35461	450.00
	450.00		SERVICE AGREEMENT FOR				35461	
	07/22/2020		SECRETARIAL SERVICES FOR THE				35461	
			TORRANCE COUNTY FAIR BOARD				35461	
			INVOICE#100				35461	
		COUNTY FAIR						
=====								
01 R	112675	HART'S TRUSTWORTHY HARDWARE	LUMBER, PLUMBING NEEDS, PAINT,		1672220		35441	
	10.99		ROLLERS/BRUSHES, CLEANING				35441	
	07/22/2020		SUPPLIES, MISCELLANEOUS ITEMS	408-91-2215		/ /	35441	10.99
			NEEDED FOR BUILDING MAINTENANCE				35441	
			/REPAIR AND SAFETY EQUIPMENT				35441	
			JULY, AUGUST, & SEPTEMBER 2020				35441	
			INVOICE#B382347 ACCT#33				35441	
		STATE FIRE ALLOTMENT						
=====								
01 R	112676	INDEPENDENT DRUG TESTING	DRUG TEST CONFIRMATIONS	420-73-2271	1272220	07/22/2020		134.84
	134.84		TAX INVOICE# 5256 ACCT#05580000					
	07/22/2020							
		COMMUNITY MONITORING						
=====								
01 R	112677	PRUDENTIAL OVERALL SUPPLY	HARD WOUND PAPER PAPER TOWELS	911-80-2220	372220	07/22/2020	35415	92.20
	201.35		JUMBO TISSUE	911-80-2220		/ /	35415	97.03
	07/22/2020		DELIVERY CHARGE	911-80-2220		/ /	35415	12.12
			INVOICE# 451009260					
			ACCT# 6527245					
		911-DISPATCH CENTER						
=====								
01 R	112678	PRUDENTIAL OVERALL SUPPLY	PAPER PRODUCTS FOR TCPO	401-24-2229	972220	07/22/2020	35477	158.63
	158.63		CLEANING SUPPLIES FOR TCPO				35477	
	07/22/2020		INVOICE# 450551907					
			ACCT#6528480					
		HEALTH DEPT BLDG MAINT						
=====								
01 R	112679	PRUDENTIAL OVERALL SUPPLY	MATS&MOPS COUNTY ADMINISTRATION	401-15-2203	1072220	07/22/2020		35.14
	139.88		UNIFORMS STETSON/ARBY/MARISSA	401-65-2236		/ /		49.12
	07/22/2020		MATS&MOPS FOR JUDICIAL COMPLEX	401-16-2203		/ /		55.62
			INVOICE#45055-1906 & 45055-1905					
			ACCT# 6528480					
		ADMINISTRATIVE OFFICES	OPERATIONS & MAINTENAN	49.12	JUDICIAL COMPLEX MAINT	55.62		
=====								
01 R	112680	REMMY, WARREN T	DISTRICT 3 MAIN		672220		35430	
	858.00		REPLACE TWO 3" VALVES ON WATER	408-91-2215		/ /	35430	858.00
	07/22/2020		SYSTEM				35430	
		STATE FIRE ALLOTMENT						
=====								
01 R	112681	SAFETY FLARE INC.	ANNUAL FIRE EXTINGUISHER	401-10-2272	1972220	07/22/2020	35376	1586.14

1586.14
07/22/2020

INSPECTION COUNTY ADMINISTRATION
JUDICIAL, SHERIFF, FIRE,

35376
35376

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			DISPATCH, ANIMAL SERVICES				35376	
			OSHA 29 CFR 1910.157(E)(3)				35376	
			NFPA 101(00), SEC 9.7.4.1				35376	
			INVOICE#116857 ACCT#TOR					
COUNTY MANAGER		1586.14						
01 R	112682	STAPLES BUSINESS ADVANTAGE	COLORED COPY PAPER	401-55-2219	272220	07/22/2020	35403	42.60
	42.60		INVOICE# 3450869828					
	07/22/2020		ACCT# DAL70109685					
FINANCE DEPARTMENT		42.60						
01 R	112683	STAPLES BUSINESS ADVANTAGE	MID-BACK MANAGER CHAIR, BLACK	620-94-2218	1172220	07/22/2020	35368	1032.00
	1032.00		(56904)				35368	
	07/22/2020		INVOICE# 3450869827					
INFRASTRUCTURE GROSS R		1032.00						
01 R	112684	U.S. POSTMASTER	YEARLY PO BOX RENT	401-20-2269	872220	07/22/2020	35495	120.00
	120.00		COUNTY CLERK				35495	
	07/22/2020							
COUNTY CLERK		120.00						
01 R	112685	USDA,APHIS WILDLIFE SERVICES	PERSONAL COMPENSATION PROGRAM	403-66-2278	1772220	07/22/2020		3897.46
	3897.46		SUPPORT SUPPLIES AND MATERIALS					
	07/22/2020		INVOICE#6100023990 ACCT#6011641					
FARM & RANGE		3897.46						
01 R	112686	WAGWORKS	MONTHLY ADMIN FEE	401-10-2271	1872220	07/22/2020		187.50
	187.50		MONTHLY COMPLIANCE FEE					
	07/22/2020		INVOICE#INV2198314 ACCT#2048013					
COUNTY MANAGER		187.50						
01 R	112693	ADVANCED COMMUNICATIONS &	HARRIS SPEAKER MIC	829-78-2248	172820	07/28/2020	35464	221.26
	254.45		(WIRELESS/BLUETOOTH)				35464	
	07/28/2020		FREIGHT	829-78-2248	/	/	35464	33.19
			INVOICE#8331					
DOH CITIES READINESS I		254.45						
01 O	112694	AMAZON BUSINESS	12' HDMI CABLE	410-50-2222	1072820	07/28/2020	35452	12.99
	1510.93		FULL TILT TV MOUNT	410-50-2222	/	/	35452	299.95
	07/28/2020		75" SAMSUNG SMART TV	410-50-2222	/	/	35452	1197.99
			FOREHEAD THERMOMETER - TOUCHLESS				35452	
			HONDA EU3000IS GENERATOR				35452	
			GARMIN DRIVE 51 GPS UNITS				35452	
			INVOICE#1LML-CQL6-9WJ3					
COUNTY SHERIFF		1510.93						
01 O	112695	AMAZON BUSINESS	WEBCAM	620-94-2225	1172820	07/28/2020	35393	149.97
	210.80		HEAVY DUTY EXTENSION CORD	620-94-2225	/	/	35393	13.49
	07/28/2020		DISPLAY PORT TO HDMI 6' CABLE	620-94-2225	/	/	35393	47.34
			INVOICE#1M76-GXP1-1GKK					

INFRASTRUCTURE GROSS R 210.80

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	112696	AMAZON BUSINESS	12' HDMI CABLE		1672820		35452	
	2977.98		75" SAMSUNG SMART TV	410-50-2222		/ /	35452	59.99
	07/28/2020		FOREHEAD THERMOMETER - TOUCHLESS				35452	
			HONDA EU3000IS GENERATOR	410-50-2222		/ /	35452	2371.99
			GARMIN DRIVE 51 GPS UNITS	410-50-2222		/ /	35452	546.00
			INVOICE#134T-WNPM-61WM					
COUNTY SHERIFF		2977.98						
01 O	112697	BI INC	GPS (4 DEFENDANTS) LOSS-	420-73-2218	1272820	07/28/2020		4208.22
	4208.22		TRANSMITTERS/BASE UNITS TAX					
	07/28/2020		TAX					
COMMUNITY MONITORING		4208.22						
01 O	112698	CATERPILLAR FINANCIAL SVCS CORP	CONTRACT#001-0886816-000	621-96-2613	872820	07/28/2020		116547.16
	116547.16		#001-0886816-001/001-0886816					
	07/28/2020		#001-0886816-003/001-0886816-004					
			#001-0886816-005/001-00886816-					
			006/001-0886816-007/001-0886816					
			008					
CAPITAL OUTLAY GROSS		116547.16						
01 O	112699	DE LAGE LANDEN FINANCIAL SERVICE	CONTRACT SHERIFF COPIER JULY	401-50-2218	1372820	07/28/2020		512.17
	512.17		2020 SITE#4649219 INVOICE#					
	07/28/2020		38900370 ACCT#25551981					
COUNTY SHERIFF		512.17						
01 O	112700	DE LAGE LANDEN FINANCIAL SERVICE	CONTRACT COPY MACHINE LEASE	612-20-2203	1472820	07/28/2020	35396	309.50
	309.50		INVOICE#68724508 ACCT#25568397					
	07/28/2020							
COUNTY CLERK		309.50						
01 O	112701	DE LAGE LANDEN FINANCIAL SERVICE	CONTRACT FIRE ADMIN COPIER	413-91-2271	1572820	07/28/2020		288.19
	288.19		JULY 2020 SITE#4649251 INVOICE#					
	07/28/2020		68903187 ACCT#25551986					
STATE FIRE ALLOTMENT		288.19						
01 O	112702	HOLLYFRONTIER REFINING &	FOG SEAL DATE 05/07/2020	402-60-2254	972820	07/28/2020		10348.03
	10348.03		REF PO#35136/CONTRACT#					
	07/28/2020		0040010132 INVOICE#99922349					
			ACCT#40011032					
COUNTY ROAD DEPARTMENT		10348.03						
01 O	112703	IRON MOUNTAIN RECORDS MANAGEMEN	MONTHLY STORAGE MICRO FILM	612-20-2203	1872820	07/28/2020	35397	139.91
	139.91		INVOICE#202151338 ACCT#					
	07/28/2020		44033.0NM389					
COUNTY CLERK		139.91						
01 O	112704	LIVEVIEW GPS, INC.	MONTHLY SUB: PT10 7115862	620-94-2218	272820	07/28/2020	35504	479.40
	1005.60		MONTHLY SUB: PT10 7115838	620-94-2218		/ /	35504	479.40

07/28/2020

IPHONE APP WHOLESALE
YEARLY RENEWAL AUGUST 2020

620-94-2218

/ /

35504
35504

46.80

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
- JULY 2021								
INVOICE#395583 ACCT#19564								
INFRASCTURE GROSS R 1005.60								
01 O	112705	NM MUNICIPAL LEAGUE	NEW MEXICO FIRE CHIEF'S ASSOCIATION MEMBERSHIP DUES	413-91-2269	572820	07/28/2020	35496	100.00
	100.00		JULY 1, 2020 - JUNE 30, 2021				35496	
	07/28/2020		REFERENCE MEMBER#25654				35496	
STATE FIRE ALLOTMENT 100.00								
01 O	112706	NMAC FIRE & EMERGENCY MANAGER	ANNUAL DUES	413-91-2269	472820	07/28/2020	35497	50.00
	50.00							
	07/28/2020							
STATE FIRE ALLOTMENT 50.00								
01 O	112707	POWER PHONE INC	CONTINUING EDUCATION ONLINE SUBSCRIPTION	911-85-2266	672820	07/28/2020	35363	890.00
	935.61		SALES TAX	911-85-2266		/ /	35363	
	07/28/2020		INVOICE#68672/ONLINE CE TRAINING SUBSCRIPTION C.SNOW/B. DAUGHERTY/J.TUCKER/Y.DURAN/S. NIETO/B.LEWARK/A.REMMEY/W.RILEY N.GARCIA/L.PENNINGTON/SALES TAX INVOICE#68672			/ /	35363	45.61
DFA TRAINING GRANT 935.61								
01 O	112708	SAMBA HOLDINGS, INC.	DRIVER'S LICENSE MONITORING REPLACING PO 34066	401-10-2271	1772820	07/28/2020	35433	335.19
	335.19		INVOICE#00385848				35433	
	07/28/2020							
COUNTY MANAGER 335.19								
01 O	112709	TRIADIC INC.	ADDL 15 LICENSES ANNUAL MAINT	401-10-2271	372820	07/28/2020		825.00
	893.06		GROSS RECEIPTS TAX INVOICE# 1701332	401-10-2271		/ /		68.06
	07/28/2020							
COUNTY MANAGER 893.06								
01 R	112710	U.S. POSTMASTER	POSTAGE FOR 2019 DELINQUET MH NOTICES	401-10-2206	1972820	07/28/2020	35345	244.75
	244.75		CONTRACT RFP TC-FY20-02				35345	
	07/28/2020		ACCT#BULK RATE PERMIT #12				35345	
COUNTY MANAGER 244.75								
01 O	112711	VEBUS	LONG DISTANT FAXES/CLERK	401-20-2207	772820	07/28/2020		4.32
	17.28		TREASURER	401-30-2207		/ /		4.32
	07/28/2020		ASSESSOR	401-40-2207		/ /		4.32
			SHERIFF/JULY 2020	401-50-2207		/ /		4.32
COUNTY CLERK 4.32 COUNTY TREASURER 4.32 COUNTY ASSESSOR 4.32								
COUNTY SHERIFF 4.32								
01 O	112785	ALBUQUERQUE IMAGE PRODUCTS	IN42072-COLOR OVERAGE 06/01/2020	610-40-2203	38520	08/05/2020		20.15

84.50
08/05/2020

TO 06/30/2020
IN42704-COLOR OVERAGE 07/01/2020 610-40-2203

/ /

64.35

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
TO 07/31/2020 ACCT#TC07								
COUNTY ASSESSOR		84.50	=====					
01 O	112786	ALBUQUERQUE IMAGE PRODUCTS	CONTRACT OVERAGE CHARGE FOR THE	401-10-2203	148520	08/05/2020		14.28
	14.28		07/01/2020 TO 07/31/2020 B/W					
	08/05/2020		BEGIN 31,126 END 34,785=3659					
			COLOR BEGIN 6,834 END 7244=410					
			INVOICE#IN42707 ACCT#TC11					
COUNTY MANAGER		14.28	=====					
01 O	112787	ALBUQUERQUE IMAGE PRODUCTS	B&W COPIES OVER 2000 COLOR	401-08-2203	238520	08/05/2020		87.96
	87.96		COPIES-OVER 500 INVOICE#					
	08/05/2020		IN42708 ACCT#TC12					
PLANNING & ZONING		87.96	=====					
01 O	112788	AMAZON BUSINESS	STANDING DESK	401-10-2219	118520	08/05/2020	35479	219.99
	300.95		MINI AIR CONDITIONER	401-10-2219		/ /	35479	42.99
	08/05/2020		COMFORT MAT	401-10-2219		/ /	35479	37.97
			INVOICE#1W49-6GKV-946K ACCT#					
			A3J165BS912J5M					
COUNTY MANAGER		300.95	=====					
01 O	112789	AMAZON BUSINESS	REFRIGERATOR 18 CU. FT - WHITE	620-94-2218	218520	08/05/2020	35518	599.80
	616.75		BREAK ROOM				35518	
	08/05/2020		MONITOR SWIVEL	401-10-2219		/ /	35518	16.95
			INVOICE#1VM6-D9VL-TVHK ACCT#					
			A3J165BS912J5M					
INFRASTRUCTURE GROSS R		599.80	COUNTY MANAGER		16.95	=====		
01 O	112790	AMAZON BUSINESS	BODY CAMS	401-82-2222	328520	08/05/2020	35444	308.97
	512.34		128 SANDISKS	401-82-2222		/ /	35444	65.97
	08/05/2020		VOICE RECORDERS	401-82-2219		/ /	35444	66.78
			PH BATTERIES	401-82-2219		/ /	35444	10.82
			HAND SANITIZER GEL	401-82-2220		/ /	35444	59.80
			INVOICE#194H-RVVJ-9KR9 ACCT#					
			A3JI65BS912J5M					
ANIMAL SERVICES		512.34	=====					
01 O	112791	AMBITIONS DOCUMENT SOLUTIONS	12 ROAD READY SAFE DRIVING	600-06-2221	28520	08/05/2020	35475	250.00
	1070.50		INSTRUCTOR GUIDE FULL COLOR				35475	
	08/05/2020		100 STUDENT ACTIVITY BOOK	600-06-2221		/ /	35475	800.00
			FULL COLOR D/S				35475	
			DEFENSIVE DRIVING MATERIAL				35475	
			NM COUNTIES ROAD READY PROGRAM				35475	
			SHIPPING	600-06-2221		/ /	35475	20.50
			INVOICE#14684					
RISK MANAGEMENT		1070.50	=====					
01 O	112792	AMBITIONS TECHNOLOGY GROUP LLC	DELL USB SLIM DVD DRIVE	401-56-2218	228520	08/05/2020	35523	51.05
	51.05		INVOICE#8479					
	08/05/2020							

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	112793	ATLAS BUSINESS SOLUTIONS, INC.	SCHEDULE ANYWHERE (ANNUAL SERVICE)	911-80-2228	288520	08/05/2020	35365	600.00
	600.00		INVOICE#INV310179				35365	
	08/05/2020							
911-DISPATCH CENTER		600.00						
01 O	112794	CORECIVIC INC.	REIMBURSEMENT FOR HOUSING OF ICE INMATES FOR JUNE 2020	825-70-2172	158520	08/05/2020		2020842.73
	2020842.73							
	08/05/2020							
ADULT INMATE CARE		020842.73						
01 O	112795	CORECIVIC INC.	REIMBURSEMENT FOR HOUSING OF USMS INMATES JUNE 2020	825-70-2172	168520	08/05/2020		80955.08
	80955.08		REIMBURSEMENT FOR TRANSPORT USMS INMATES JUNE 2020 REIMBURSEMENT FOR MEDICAL TRANSPORT USMS INMATES USMS INMATES JUNE 2020 INVOICE#USMS 062020 ACCT#CORE CIVIC/TORRANCE					
	08/05/2020							
ADULT INMATE CARE		80955.08						
01 O	112796	CORECIVIC INC.	REIMBURSEMENT FOR HOUSING OF USMS INMATES APRIL 2020 INVOICE# TCDF 122019-REV2 ACCT#CORECIVIC TORRANCE	825-70-2172	178520	08/05/2020		1212.49
	1212.49							
	08/05/2020							
ADULT INMATE CARE		1212.49						
01 O	112797	DESERT SHADE TINT AND SHADES	LLENSTALL MADICO SUNSCAPE DURALITE 10% IN ENTRYWAY		68520		35488	
	3665.05		EAST FACING 30 PANES OF GLASS	401-15-2215		/ /	35488	2812.50
	08/05/2020		SOUTH FACING 3 PANES OF GLASS & 1 DOOR	401-15-2215		/ /	35488	292.50
			NORTH FACING 3 PANES OF GLASS & 1 DOOR	401-15-2215		/ /	35488	292.50
			NMGRT	401-15-2215		/ /	35488	267.55
ADMINISTRATIVE OFFICES		3665.05						
01 O	112798	FIRST VETERINARY SUPPLY	BOXES NOBOVAC 5WAY VACCINATIONS 25CT	401-82-2115	108520	08/05/2020	35533	486.00
	1681.53		BOX NOBOVAC INTRATEC VACCINATIONS 25CT	401-82-2215		/ /	35533	162.14
	08/05/2020		BOXES NOBOVAC FELINE 1HCP VACCINATIONS 25CT	401-82-2215		/ /	35533	266.56
			BOTTLES AMOXICILLIN 15ML	401-82-2115		/ /	35533	
			BOXES AMOXICILLIN 30ML	401-82-2115		/ /	35533	100.00
			TRAY 30CT EFFETIX FLEA & TICK CONTROL	401-82-2115		/ /	35533	94.00
			GENTAMYCIN EYE DROPS	401-82-2115		/ /	35533	25.45
			BOXES GLOVES: 4 MEDIUM, 4 LARGE	401-82-2115		/ /	35533	35.33
			BOXES NEEDLES: 6, 18X1" ; 13, 18X1.5"	401-82-2115		/ /	35533	53.80
			BOXES 3ML SYRINGES: 9LL, 2NLL	401-82-2115		/ /	35533	42.96
						/ /	35533	75.43
						/ /	35533	78.21
						/ /	35533	

BOXES 6ML SYRINGES:
5LL, 7NLL

401-82-2223

/ /

35533
35533

114.60

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
		BOXES 12ML SYRINGES:		401-82-2223				
		5LL, 5NLL			/ /		35533	115.75
		BOXES 20ML SYRINGES LL		401-82-2223			35533	
		BOXES ORAL MEDICATION SYRINGES		401-82-2223	/ /		35533	36.03
		INVOICE#157226/157227 ACCT#			/ /		35533	30.60
		GW384						
ANIMAL SERVICES		1681.53	=====					
01 O	112799	GUSTIN HARDWARE INC.	MISC. ELECTRICAL, PLUMBING,	401-15-2215	78520	08/05/2020	35353	20.97
	20.97		ROOFING & HARDWARE SUPPLIES,				35353	
	08/05/2020		FOR BUILDING MAINTENANCE				35353	
			OPEN PO REQUEST FOR ALL COUNTY				35353	
			BUIDING SITES				35353	
			FY 2021				35353	
			INVOICE#240946/241014 ACCT#125				35353	
ADMINISTRATIVE OFFICES		20.97	=====					
01 O	112800	HART'S TRUSTWORTHY HARDWARE	SUPPLIES FOR COMMUNITY SERVICE	807-25-2257	338520	08/05/2020	35470	157.84
	157.84		PROJECT TO INCLUDE:				35470	
	08/05/2020		GLOVES,LAWN/LEAF BAGS, MASKS,				35470	
			BUG SPRAY, SUNSCREEN.				35470	
			INVOICE#B384191					
TEEN COURT		157.84	=====					
01 O	112801	INTELLICHOICE INC	ANNUAL LICENSE AND FEE	911-80-2228	318520	08/05/2020	35538	38518.45
	38518.45		FOR TORRANCE COUNTY DISPATCH				35538	
	08/05/2020		INVOICE#1230234					
911-DISPATCH CENTER		38518.45	=====					
01 O	112802	MCLEOD MEDICAL CENTERS OF NM INC	INCDL NMDOT PHYSICALS FOR ROAD	402-60-2272	258520	08/05/2020	35465	220.00
	220.00		CREW:				35465	
	08/05/2020		CARL AUSTIN				35465	
			LEONARD LUJAN				35465	
COUNTY ROAD DEPARTMENT		220.00	=====					
01 O	112803	MID-REGION COUNCIL OF GOVERNMENT	PRO RATA SHARE FOR PARTICIPATION	401-10-2271	208520	08/05/2020		5953.00
	5953.00		INVOICE#21-016					
	08/05/2020							
COUNTY MANAGER		5953.00	=====					
01 O	112804	NAJERA, JOSHUA	TRAVEL TO TUCSON AZ RETURN	420-74-2205	348520	08/05/2020		29.00
	29.00		INMATE EXTRADITION					
	08/05/2020							
TRANSPORTATION OF PRIS		29.00	=====					
01 O	112805	NM COUNTY INSURANCE AUTHORITY	WORKER'S COMPENSATION POOL	401-05-2214	88520	08/05/2020		83723.00
	83723.00		CONTRIBUTION FOR JULY 2020-JUNE					
	08/05/2020		2021 INVOICE#WC000029 ACCT#1030					
COUNTY COMMISSION		83723.00	=====					

01 O 112806
320.00

NM SHERIFFS ASSOCIATION

SHERIFF MEMBERSHIP DUES
M. RIVERA

401-50-2269

198520 08/05/2020

35553
35553

320.00

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
08/05/2020			INVOICE#14-000647					
COUNTY SHERIFF		320.00	=====					
01 O	112807	ORTIZ, ADRIAN	TEEN COURT SERVICES-JULY 2020	605-22-2271	48520	08/05/2020		3499.27
	3499.27		6.75% NMGRT INVOICE#7312020					
08/05/2020			=====					
DWI LOCAL GRANT FY19		3499.27	=====					
01 O	112808	PRUDENTIAL OVERALL SUPPLY	MATS AND MOPS COUNTY ADMIN	401-15-2203	58520	08/05/2020		35.14
	156.69		UNIFORMS/STETSON/ARELY/MARISSA	401-65-2236		/ /		65.93
08/05/2020			NICK			/ /		
			JUDICIAL COMPLEX INVOICE#45055-	401-16-2203		/ /		55.62
			2722 & 45055-2721 ACCT#6528480					
ADMINISTRATIVE OFFICES		35.14	OPERATIONS & MAINTENAN	65.93	JUDICIAL COMPLEX MAINT	55.62	=====	
01 O	112809	PRUDENTIAL OVERALL SUPPLY	UNIFORM FOR TORRANCE COUNTY ROAD	402-60-2236	98520	08/05/2020	35575	1394.52
	1394.52		DEPARTMENT				35575	
08/05/2020			INVOICE#96-22-60-84-08-24-42					
			ACCT#24563265	=====				
COUNTY ROAD DEPARTMENT		1394.52	=====					
01 O	112810	RICH FORD SALES	AUGUST 2020 OIL CHANGE &	401-30-2201	128520	08/05/2020	35334	64.93
	64.93		INSPECTION				35334	
08/05/2020			T03 2008 TAHOE				35334	
			INVOICE#2030618/1	=====				
COUNTY TREASURER		64.93	=====					
01 O	112811	RICH FORD SALES	BATTERY 850CCA W/ 2 YR WARRANTY	675-07-2201	268520	08/05/2020	35454	134.95
	164.18		BATTERY INSTALL	675-07-2201		/ /	35454	15.00
08/05/2020			SHOP SUPPLIES	675-07-2201		/ /	35454	1.95
			HAZARDOUS MATERIALS	675-07-2201		/ /	35454	12.28
			LABOR TAXES				35454	
			PARTS TAXES				35454	
RURAL ADDRESSING		164.18	=====					
01 O	112812	SANDIA OFFICE SUPPLY	WINDEX GLASS CLEANER	408-91-2220	308520	08/05/2020	35508	11.44
	231.18		ZEP CONCENTRATED NEUTRAL	408-91-2220		/ /	35508	56.04
08/05/2020			FLOOR CLEANER			/ /	35508	
			CLOROX TOILET BOWL CLEANER	408-91-2220		/ /	35508	12.60
			BETCO CAR & TRUCK WASH - GALLON			/ /	35508	
			COTTONELLE STANDARD BATHROOM	408-91-2220		/ /	35508	76.12
			TISSUE, CS			/ /	35508	
			RUBBERMAID COMMERCIAL CLEANING	408-91-2220		/ /	35508	19.03
			CLOTH, 24 PACK			/ /	35508	
			WYPALL X60 CLOTHS - 252 CARTON	408-91-2220		/ /	35508	34.27
			PERSIL PROCLEAN POWER LIQUID	408-91-2220		/ /	35508	21.68
			DETERGENT				35508	
			INVOICE#870922-0 ACCT#TCNM	=====				
STATE FIRE ALLOTMENT		231.18	=====					
01 O	112813	SCHOOL'S IN, LLC.	CASSIDA 6600 SERIES BILL COUNTER	401-30-2219	248520	08/05/2020	35362	560.00

610.00
08/05/2020

SHIPPING
INVOICE#INV0032122

401-30-2219

/ /

35362

50.00

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY TREASURER		610.00	=====					
01 O	112814	TLC PLUMBING & UTILITY	REPLACE THE EXISTING 2 TON	621-96-2611	138520	08/05/2020	35556	5957.39
	6426.53		DUCTLESS SYSTEM MODEL GOODMAN				35556	
	08/05/2020		MSG24CRN1W COUNTY ADMINISTRATION				35556	
			SERVER ROOM				35556	
			NMGRT	621-96-2611		/ /	35556	469.14
			NMSWPA 90-000-18-00073				35556	
			INVOICE#SM52716101 ACCT#21945					
CAPITAL OUTLAY GROSS R		6426.53	=====					
01 O	112815	U.S. POSTMASTER	PERMIT 12 ANNUAL FEE	401-30-2269	188520	08/05/2020	35386	125.00
	250.00			401-40-2269		/ /	35386	125.00
	08/05/2020		ACCT#PERMIT NO.12					
COUNTY TREASURER		125.00	COUNTY ASSESSOR	125.00	=====			
01 O	112816	US BANK CORPORATE PAYMENT SYSTEM	SHERIFF FUEL JUNE/JULY 2020	401-50-2202	358520	08/05/2020		6122.05
	12620.79		TRANSPORT FUEL JUNE/JULY 2020	420-74-2202		/ /		2427.90
	08/05/2020		DIST 1 VFD FUEL	407-91-2202		/ /		42.45
			DIST 2 VFD FUEL	406-91-2202		/ /		502.42
			DIST 3 VFD	408-91-2202		/ /		268.91
			DIST 4 VFD FUEL	409-91-2202		/ /		257.15
			DIST 5 VFD FUEL	405-91-2202		/ /		533.97
			DIST 6 VFD FUEL	418-91-2202		/ /		38.00
			FIRE ADMIN FUEL	413-91-2202		/ /		1141.22
			ANIMAL SERVICES FUEL	401-82-2202		/ /		214.47
			OPS/MAINT FUEL	401-65-2202		/ /		219.73
			RURAL ADDRESSING FUEL	675-07-2202		/ /		44.33
			PZ FUEL	401-08-2202		/ /		168.94
			CIVIL DEFENSE FUEL	604-83-2202		/ /		315.85
			TREASURER FUEL	401-30-2202		/ /		31.00
			ASSESSORS FUEL	610-40-2202		/ /		178.21
			DISPATCH FUEL	911-80-2202		/ /		51.87
			ELECTRONIC MONITORING FUEL	420-73-2202		/ /		21.31
			MAINT FUEL/MANAGER	401-65-2202		/ /		19.00
			DWI	690-84-2202		/ /		22.01
			ACCT#5569634555537891					
COUNTY SHERIFF	6122.05	TRANSPORTATION OF PRIS	2427.90	STATE FIRE ALLOTMENT	2784.12			
ANIMAL SERVICES	214.47	OPERATIONS & MAINTENAN	238.73	RURAL ADDRESSING	44.33			
PLANNING & ZONING	168.94	COMMUNICATIONS/EMS TAX	315.85	COUNTY TREASURER	31.00			
COUNTY ASSESSOR	178.21	911-DISPATCH CENTER	51.87	COMMUNITY MONITORING	21.31			
DV CONTRACT FY19	22.01							
=====								
01 O	112817	VECTOR SOLUTIONS	TARGET SOLUTIONS ANNUAL	911-85-2266	298520	08/05/2020	35486	949.52
	1344.52		SUBSCRIPTION				35486	
	08/05/2020		ANNUAL MAINTENANCE	911-85-2266		/ /	35486	395.00
DFA TRAINING GRANT		1344.52	=====					
01 O	112818	VIA HOMES & DEVELOPMENT LLC	JUVENILE JUSTICE CONTINUUM	635-68-2272	18520	08/05/2020		2838.00
	3070.69		COORDINATOR					
	08/05/2020		GROSS RECEIPTS TAX	635-09-2272		/ /		232.69
			INVOICE#7					

CYFD JUVENILE JUSTICE 2838.00 WIND PILT

232.69

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CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	112819	4 RIVERS EQUIPMENT, LLC	BOX BOLTS FOR CUTTING EDGES	402-60-2244	278520	08/05/2020	35431	172.00
	172.00		FOR BLADES				35431	
	08/05/2020		INVOICE#912338 ACCT#37497					
		COUNTY ROAD DEPARTMENT	172.00					
01 O	112761	ALBUQUERQUE IMAGE PRODUCTS	CONTRACT OVERAGE CHARGE FOR	612-20-2203	108320	08/03/2020		15.82
	15.82		04/01/2020-04/30-2020					
	08/06/2020		INVOICE#IN40818 ACCT#TC08					
		COUNTY CLERK	15.82					
01 O	112762	AMAZON BUSINESS	DAEWOO TOP MOUNT		78320		35436	
	1346.70		REFRIGERATOR WITH 18 CU. FT.				35436	
	08/06/2020		FREEZER CAPACITY, RIGHT	405-91-2218		/ /	35436	673.35
			HINGE, CRISPER DRAWER, FROST			/ /	35436	
			FREE DEFROST (WHITE)	418-91-2218		/ /	35436	673.35
			4-YEAR MAJOR APPLIANCES				35436	
			PROTECTION PLAN				35436	
			NEW PHYSIO CONTROL LIFEPAK 12				35436	
			DEFIBILLATOR DEFIB NICD BATTERY				35436	
			LP12 FASTPACK				35436	
			INVOICE#1YFG-MW9X-YDGM ACCT#				35436	
			A3JI65BS9I2J5M					
		STATE FIRE ALLOTMENT	1346.70					
01 O	112763	AMAZON BUSINESS	SUNSHADES FOR T01, T02, T03	401-30-2219	88320	08/03/2020	35447	33.21
	73.16		GALLON OF HAND SANITIZER	401-30-2219		/ /	35447	39.95
	08/06/2020		INVOICE#1JG7-QMD1-J7J1 ACCT#					
			A3JL65BS912J5M					
		COUNTY TREASURER	73.16					
01 O	112764	ARTESIA FIRE EQUIPMENT INC	FRD-2660-056 FIRE RESEARCH	405-91-2248	68320	08/03/2020	35435	695.00
	695.00		FOAM-PRO PADDLE WHEEL STYLE				35435	
	08/06/2020		FLOW METER ONLY				35435	
			WITHOUT TAPE				35435	
			INVOICE#72198					
		STATE FIRE ALLOTMENT	695.00					
01 O	112765	BERNALILLO CTY JUVENILE DETENTION	2020 HOUSING	420-72-2172	188320	08/03/2020		9075.00
	9081.14		JUNE 2020 MEDICAL INVOICE#62938	420-72-2173		/ /		6.14
	08/06/2020							
		JUVENILE INMATE CARE	9081.14					
01 O	112766	BOOT BARN INC	WORK FIELD SAFETY BOOTS	401-65-2248	198320	08/03/2020	35359	139.49
	139.49		ACCT#999900383395					
	08/06/2020							
		OPERATIONS & MAINTENAN	139.49					
01 O	112767	DOUBLE H AUTO	OIL, OIL FILTERS, FUEL FILTERS,		48320		35442	
	64.19		WIPER BLADES, ANTIFREEZE,				35442	
	08/06/2020		BATTERIES, MISCELLANEOUS ITEMS				35442	
			NEEDED FOR VEHICLE MAINTENANCE				35442	

/REPAIR
JULY, AUGUST, SEPTEMBER 2020

35442
35442

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			NAPA FRONT WIPER BLADES POWER	413-91-2201		/ /	35442	64.19
			STEERING FLUID-1 GALLON 8IN					
			ADJUSTABLE WRENCH INVOICE#499855					
			ACCT#2927					
STATE FIRE ALLOTMENT		64.19						
01 O	112768	DOUBLE H AUTO	OIL, OIL FILTERS, FUEL FILTERS,		58320		35442	
	08/06/2020		WIPER BLADES, ANTIFREEZE,				35442	
			BATTERIES, MISCELLANOUS ITEMS				35442	
			NEEDED FOR VEHICLE MAINTENANCE				35442	
			/REPAIR	405-91-2201		/ /	35442	589.16
			JULY, AUGUST, SEPTEMBER 2020				35442	
			AERIAL 7 BATTERIES CORE DEPOSIT				35442	
			CORE DEPOSIT CREDIT INVOICE#				35442	
			499871 ACCT#2922					
STATE FIRE ALLOTMENT		589.16						
01 O	112769	PLEMING CHEMICAL CO INC	DISINFECTANT MULTI SURFACE	401-15-2220	98320	08/03/2020	35354	195.22
	08/06/2020		WIPES, LYSOL DISINFECTANT SPRAY,	401-16-2220		/ /	35354	195.22
			PROF SUF DISINFECTANT FRESH,				35354	
			ORM-D STERIPHENE II, WINDEX				35354	
			CLEANER W/ AMMONIA 5 GALLON,				35354	
			CASE MISTY STAINLESS STEEL				35354	
			CLEANER, SPRAY BOTTLES,				35354	
			TRIGGER SPRAYER CHEMICAL RESIST,				35354	
			1 GALLON DAMP MOP CLEANER,				35354	
			1 GALLON ON AN" ON CLEANER,				35354	
			QUART M*95 CLEANER.				35354	
			INVOICE#55106				35354	
ADMINISTRATIVE OFFICES		195.22	JUDICIAL COMPLEX MAINT	195.22				
01 O	112770	GUSTIN HARDWARE INC.	MISC. ELECTRICAL, PLUMBING,	401-15-2215	118320	08/03/2020	35353	8.58
	08/06/2020		ROOFING & HARDWARE SUPPLIES,	401-16-2215		/ /	35353	16.17
			FOR BUILDING MAINTENANCE				35353	
			OPEN PO REQUEST FOR ALL COUNTY				35353	
			BUIDING SITES				35353	
			FY 2021				35353	
			INVOICE#240478 ACCT#125				35353	
ADMINISTRATIVE OFFICES		8.58	JUDICIAL COMPLEX MAINT	16.17				
01 O	112771	GUSTIN HARDWARE INC.	INVOICE#240149 ACCT#125		168320		35353	
	08/06/2020		MISC. ELECTRICAL, PLUMBING,	401-15-2215		/ /	35353	7.96
			ROOFING & HARDWARE SUPPLIES,				35353	
			FOR BUILDING MAINTENANCE				35353	
			OPEN PO REQUEST FOR ALL COUNTY				35353	
			BUIDING SITES				35353	
			FY 2021				35353	
ADMINISTRATIVE OFFICES		7.96						
01 O	112772	HART'S TRUSTWORTHY HARDWARE	LUMBER, PLUMBING NEEDS, PAINT,		38320		35441	
	08/06/2020		ROLLERS/BRUSHES, CLEANING				35441	
			SUPPLIES, MISCELLANEOUS ITEMS				35441	
			NEEDED FOR BUILDING MAINTENANCE				35441	

/REPAIR AND SAFETY EQUIPMENT
JULY, AUGUST, & SEPTEMBER 2020

405-91-2215

/ /

35441
35441

34.58

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
INVOICE#B385014 ACCT#33								
STATE FIRE ALLOTMENT		34.58						
01 O	112773	PEAVEY PERFORMANCE SYSTEMS	SAFETY INCENTIVE	600-06-2248	138320	08/03/2020	35467	1309.00
	1309.00		SAFETY JACKPOT QUARTERLY				35467	
	08/06/2020		GAME CARDS				35467	
INVOICE#404409 ACCT#1004009								
RISK MANAGEMENT		1309.00						
01 O	112774	PRUDENTIAL OVERALL SUPPLY	MATS AND MOPS COUNTY ADMIN	401-15-2203	18320	08/03/2020		35.14
	141.76		UNIFORMS STETSON/ARELY/MARISSA	401-65-2236		/ /		51.00
	08/06/2020		MATS AND MOPS FOR JUDICIAL	401-16-2203		/ /		55.62
COMPLEX INVOICE#45055-2722 & 45055-2721 ACCT#6528480								
ADMINISTRATIVE OFFICES		35.14	OPERATIONS & MAINTENAN	51.00	JUDICIAL COMPLEX MAINT	55.62		
01 O	112775	SANDIA OFFICE SUPPLY	6 OUTLET SURGE PROTECTORS	408-91-2219	178320	08/03/2020	35485	49.58
	310.87		TRIPP LITE CAT6 GIABIT SNAGLESS				35485	
	08/06/2020		CABLE, 100 FT.				35485	
			STEEL STEP STOOL, 2 STEP, GRAY	411-92-2219		/ /	35485	39.86
			LEGAL SIZE HANGING FILE FOLDERS	411-92-2219		/ /	35485	157.35
			6 OUTLET SURGE PROTECTORS	411-92-2219		/ /	35485	49.58
			WRITE N STICK PHONE MESSAGE BOOK	411-92-2219		/ /	35485	14.50
INVOICE#870275-0 ACCT#TCNM								
STATE FIRE ALLOTMENT		49.58	1/4% FIRE EXCISE TAX	261.29				
01 O	112776	TLC PLUMBING & UTILITY	REPLACE THE 12.5 TON TRANE ROOF	621-96-2611	128320	08/03/2020	35480	21218.12
	22889.05		TOP PACKAGE UNIT MODEL				35480	
	08/06/2020		YCD150D3HCAA SERIAL 239100949D				35480	
			ROOF TOP UNIT MODEL YDC150D3HCAA				35480	
			TAX	621-96-2611		/ /	35480	1670.93
			JUDICIAL COMPLEX				35480	
			DISTRICT ATTORNEY'S OFFICE RTU#1				35480	
			NMSWPA 90-000-18-00073				35480	
INVOICE#SM52686302 ACCT#21945								
CAPITAL OUTLAY GROSS R		22889.05						
01 O	112777	TLC PLUMBING & UTILITY	DIAGNOSE AND REPAIR WALKIN	401-36-2215	158320	08/03/2020	35351	450.38
	450.38		COOLER AT MORIARTY SENIOR CENTER				35351	
	08/06/2020		INVOICE#SM52615101 ACCT#21945					
ESTANCIA SENIOR CENTER		450.38						
01 O	112778	WAGNER EQUIPMENT CO.	REPAIR, CUTTING EDGES, AND PARTS	402-60-2244	148320	08/03/2020	35378	499.46
	499.46		420F2-HWC00154 LOADER				35378	
	08/06/2020		950M-EMB01064 BACK HOE				35378	
			G1H00523, G2H00520,				35378	
			G3H00515, G4H00514,				35378	
			G5H00518, G6H00513,				35378	
			G7H00511, G8H00517, &				35378	
			G9H00516				35378	
			NMSWPA 90-000-19-00063				35378	
INVOICE#P10C078768 ACCT#88034								

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
116	2832383.25	/ /	TOTAL					

** GRAND TOTAL **			2,832,383.25	.00
**TOTAL	GENERAL FUND		121,520.39	.00
**DEPT	COUNTY COMMISSION		83,871.40	.00
401-05-2207	TELECOMMUNICATIONS		148.40	.00
401-05-2214	WORKER'S COMPENSATION PREMIUM		83,723.00	.00
**DEPT	PLANNING & ZONING		1,021.94	.00
401-08-2202	SUPPLIES - VEHICLE FUEL		168.94	.00
401-08-2203	CONTRACTS - EQUIPMENT MAINT		87.96	.00
401-08-2207	TELECOMMUNICATIONS		89.04	.00
401-08-2221	PRINTING/PUBLISHING/ADVERTISING		676.00	.00
**DEPT	COUNTY MANAGER		9,904.20	.00
401-10-2203	CONTRACTS - EQUIPMENT MAINT		14.28	.00
401-10-2206	POSTAGE		244.75	.00
401-10-2207	TELECOMMUNICATIONS		237.54	.00
401-10-2219	SUPPLIES - GENERAL OFFICE		317.90	.00
401-10-2271	CONTRACT - OTHER SERVICES		7,368.75	.00
401-10-2272	CONTRACT - PROFESSIONAL SERVICES		1,720.98	.00
**DEPT	ADMINISTRATIVE OFFICES MAINTENAN		7,293.68	.00
401-15-2203	CONTRACTS - EQUIPMENT MAINT		300.16	.00
401-15-2208	UTILITIES - ELECTRICITY		2,920.59	.00
401-15-2215	MAINTENANCE & REPAIRS-BUILD/STRU		3,877.71	.00
401-15-2220	SUPPLIES - CLEANING		195.22	.00
**DEPT	JUDICIAL COMPLEX MAINTENANCE		3,496.47	.00
401-16-2203	CONTRACTS - EQUIPMENT MAINT		166.86	.00
401-16-2208	UTILITIES - ELECTRICITY		3,118.22	.00
401-16-2215	MAINTENANCE & REPAIRS-BUILD/STRU		16.17	.00
401-16-2220	SUPPLIES - CLEANING		195.22	.00
**DEPT	COUNTY CLERK		332.22	.00
401-20-2207	TELECOMMUNICATIONS		212.22	.00
401-20-2269	SUBSCRIPTIONS/DUES/FEEES		120.00	.00
**DEPT	ELECTIONS		137.38	.00
401-21-2308	VOTING MACHINE STORAGE		137.38	.00
**DEPT	HEALTH DEPT BLDG MAINTENANCE		547.35	.00
401-24-2208	UTILITIES - ELECTRICITY		388.72	.00
401-24-2229	SUPPLIES - PAPER		158.63	.00
**DEPT	MOUNTAINAIR SENIOR CENTER MAINT		348.95	.00
401-27-2208	UTILITIES - ELECTRICITY		348.95	.00
**DEPT	COUNTY TREASURER		1,145.85	.00
401-30-2201	MAINTENANCE & REPAIRS - VEHICLES		64.93	.00
401-30-2202	SUPPLIES - VEHICLE FUEL		31.00	.00
401-30-2207	TELECOMMUNICATIONS		241.76	.00
401-30-2219	SUPPLIES - GENERAL OFFICE		683.16	.00
401-30-2269	SUBSCRIPTIONS/DUES/FEEES		125.00	.00
**DEPT	ESTANCIA SENIOR CENTER MAINT		1,020.21	.00
401-36-2208	UTILITIES - ELECTRICITY		569.83	.00
401-36-2215	MAINTENANCE & REPAIRS-BUILD/STRU		450.38	.00

**DEPT

MORIARTY SENIOR CENTER MAINT

506.49

.00

401-37-2208	UTILITIES - ELECTRICITY	506.49	.00
=====			
**DEPT	COUNTY ASSESSOR	129.32	.00
401-40-2207	TELECOMMUNICATIONS	4.32	.00
401-40-2269	SUBSCRIPTIONS/DUES/FEES	125.00	.00
=====			
**DEPT	GRANT ADMINISTRATION	29.68	.00
401-49-2207	TELECOMMUNICATIONS	29.68	.00
=====			
**DEPT	COUNTY SHERIFF	7,285.02	.00
401-50-2202	SUPPLIES - VEHICLE FUEL	6,122.05	.00
401-50-2207	TELECOMMUNICATIONS	330.80	.00
401-50-2218	FURN/FIX/EQUIP	512.17	.00
401-50-2269	SUBSCRIPTIONS/DUES/FEES	320.00	.00
=====			
**DEPT	COUNTY FAIR	199.21	.00
401-53-2208	UTILITIES - ELECTRICITY	199.21	.00
=====			
**DEPT	FINANCE DEPARTMENT	161.32	.00
401-55-2207	TELECOMMUNICATIONS	118.72	.00
401-55-2219	SUPPLIES - GENERAL OFFICE	42.60	.00
=====			
**DEPT	ATTORNEY	262.23	.00
401-56-2207	TELECOMMUNICATIONS	29.68	.00
401-56-2218	FURN/FIX/EQUIP	51.05	.00
401-56-2269	SUBSCRIPTIONS/DUES/FEES	181.50	.00
=====			
**DEPT	OPERATIONS & MAINTENANCE	1,066.79	.00
401-65-2202	SUPPLIES - VEHICLE FUEL	238.73	.00
401-65-2207	TELECOMMUNICATIONS	89.04	.00
401-65-2236	SUPPLIES - UNIFORMS	166.05	.00
401-65-2248	SUPPLIES - SAFETY	572.97	.00
=====			
**DEPT	ANIMAL SERVICES	2,731.00	.00
401-82-2115	SUPPLIES - PHARMACY	955.85	.00
401-82-2202	SUPPLIES - VEHICLE FUEL	214.47	.00
401-82-2208	UTILITIES - ELECTRICITY	322.66	.00
401-82-2215	MAINTENANCE & REPAIRS-BUILD/STRU	428.70	.00
401-82-2219	SUPPLIES - GENERAL OFFICE	77.60	.00
401-82-2220	SUPPLIES - CLEANING	59.80	.00
401-82-2222	SUPPLIES - FIELD	374.94	.00
401-82-2223	SUPPLIES - KENNEL	296.98	.00
=====			
**DEPT	PROBATE JUDGE	29.68	.00
401-90-2207	TELECOMMUNICATIONS	29.68	.00
=====			
**TOTAL	ROAD FUND	12,886.17	.00
=====			
**DEPT	COUNTY ROAD DEPARTMENT	12,886.17	.00
402-60-2207	TELECOMMUNICATIONS	59.36	.00
402-60-2236	SUPPLIES - UNIFORMS	1,394.52	.00
402-60-2244	MAINTENANCE & REPAIRS-MACHINERY	671.46	.00
402-60-2248	SUPPLIES - SAFETY	192.80	.00
402-60-2254	ROADWAYS/BRIDGES	10,348.03	.00
402-60-2272	CONTRACT - PROFESSIONAL SERVICES	220.00	.00
=====			
**TOTAL	FARM & RANGE	3,897.46	.00
=====			
**DEPT	FARM & RANGE	3,897.46	.00

403-66-2278

CONTRACT - ANIMAL DAMAGE CONTROL

3,897.46

.00

**TOTAL

DISTRICT 5 VFD

2,984.21

.00

**DEPT	STATE FIRE ALLOTMENT	2,984.21	.00
405-91-2201	MAINTENANCE & REPAIRS - VEHICLES	589.16	.00
405-91-2202	SUPPLIES - VEHICLE FUEL	533.97	.00
405-91-2208	UTILITIES - ELECTRICITY	353.55	.00
405-91-2215	MAINTENANCE & REPAIRS-BUILD/STRU	34.58	.00
405-91-2218	FURN/FIX/EQUIP	673.35	.00
405-91-2230	SUPPLIES - MEDICAL	104.60	.00
405-91-2248	SUPPLIES - SAFETY	695.00	.00
**TOTAL	DISTRICT 2 VFD	837.13	.00
**DEPT	STATE FIRE ALLOTMENT	837.13	.00
406-91-2202	SUPPLIES - VEHICLE FUEL	502.42	.00
406-91-2208	UTILITIES - ELECTRICITY	123.44	.00
406-91-2210	UTILITIES - WATER	106.68	.00
406-91-2230	SUPPLIES - MEDICAL	104.59	.00
**TOTAL	DISTRICT 1 VFD	162.45	.00
**DEPT	STATE FIRE ALLOTMENT	162.45	.00
407-91-2202	SUPPLIES - VEHICLE FUEL	42.45	.00
407-91-2208	UTILITIES - ELECTRICITY	120.00	.00
**TOTAL	DISTRICT 3 VFD	2,115.46	.00
**DEPT	STATE FIRE ALLOTMENT	2,115.46	.00
408-91-2201	MAINTENANCE & REPAIRS - VEHICLES	319.98	.00
408-91-2202	SUPPLIES - VEHICLE FUEL	268.91	.00
408-91-2208	UTILITIES - ELECTRICITY	272.23	.00
408-91-2215	MAINTENANCE & REPAIRS-BUILD/STRU	868.99	.00
408-91-2219	SUPPLIES - GENERAL OFFICE	49.58	.00
408-91-2220	SUPPLIES - CLEANING	231.18	.00
408-91-2230	SUPPLIES - MEDICAL	104.59	.00
**TOTAL	DISTRICT 4 VFD	364.34	.00
**DEPT	STATE FIRE ALLOTMENT	364.34	.00
409-91-2202	SUPPLIES - VEHICLE FUEL	257.15	.00
409-91-2208	UTILITIES - ELECTRICITY	107.19	.00
**TOTAL	L.E. PROTECTION FUND	4,488.91	.00
**DEPT	COUNTY SHERIFF	4,488.91	.00
410-50-2222	SUPPLIES - FIELD	4,488.91	.00
**TOTAL	COUNTY FIRE PROTECTION FUND	261.29	.00
**DEPT	1/4% FIRE EXCISE TAX	261.29	.00
411-92-2219	SUPPLIES - GENERAL OFFICE	261.29	.00
**TOTAL	COUNTY FAIR	450.00	.00
**DEPT	COUNTY FAIR	450.00	.00
412-53-2271	CONTRACT - OTHER SERVICES	450.00	.00
**TOTAL	FIRE DEPARTMENT ADMIN	3,499.63	.00
**DEPT	STATE FIRE ALLOTMENT	3,499.63	.00

413-91-2201
413-91-2202

MAINTENANCE & REPAIRS - VEHICLES
SUPPLIES - VEHICLE FUEL

64.19
1,141.22

.00
.00

		DEBITS	CREDITS
413-91-2207	TELECOMMUNICATIONS	118.72	.00
413-91-2208	UTILITIES - ELECTRICITY	212.31	.00
413-91-2248	SUPPLIES - SAFETY	1,525.00	.00
413-91-2269	SUBSCRIPTIONS/DUES/FEES	150.00	.00
413-91-2271	CONTRACT - OTHER SERVICES	288.19	.00
=====			
**TOTAL	INDIGENT FUND	600.00	.00
=====			
**DEPT	2ND 1/8 GROSS RECEIPTS TAX	600.00	.00
414-19-2294	INDIGENT BURIAL	600.00	.00
=====			
**TOTAL	DISTRICT 6 VFD	813.82	.00
=====			
**DEPT	STATE FIRE ALLOTMENT	813.82	.00
418-91-2202	SUPPLIES - VEHICLE FUEL	38.00	.00
418-91-2208	UTILITIES - ELECTRICITY	102.47	.00
418-91-2218	FURN/FIX/EQUIP	673.35	.00
=====			
**TOTAL	JAIL FUND	16,180.09	.00
=====			
**DEPT	JUVENILE INMATE CARE	9,081.14	.00
420-72-2172	CARE OF INMATES	9,075.00	.00
420-72-2173	INMATE MEDICAL	6.14	.00
=====			
**DEPT	COMMUNITY MONITORING	4,394.05	.00
420-73-2202	SUPPLIES - VEHICLE FUEL	21.31	.00
420-73-2207	TELECOMMUNICATIONS	29.68	.00
420-73-2218	FURN/FIX/EQUIP	4,208.22	.00
420-73-2271	CONTRACT - OTHER SERVICES	134.84	.00
=====			
**DEPT	TRANSPORTATION OF PRISONERS	2,704.90	.00
420-74-2202	SUPPLIES - VEHICLE FUEL	2,427.90	.00
420-74-2205	TRAVEL - EMPLOYEES	277.00	.00
=====			
**TOTAL	G.O. BOND DEBT SERVICE 2016	352,080.78	.00
=====			
**DEPT	GENERAL OBLIGATION BOND	352,080.78	.00
562-11-2350	BOND INTEREST PAYMENT	352,080.78	.00
=====			
**TOTAL	SAFETY PROGRAM	2,379.50	.00
=====			
**DEPT	RISK MANAGEMENT	2,379.50	.00
600-06-2221	PRINTING/PUBLISHING/ADVERTISING	1,070.50	.00
600-06-2248	SUPPLIES - SAFETY	1,309.00	.00
=====			
**TOTAL	CIVIL DEFENSE FUND	345.53	.00
=====			
**DEPT	COMMUNICATIONS/EMS TAX	345.53	.00
604-83-2202	SUPPLIES - VEHICLE FUEL	315.85	.00
604-83-2207	TELECOMMUNICATIONS	29.68	.00
=====			
**TOTAL	DWI PROGRAM FUND	3,499.27	.00
=====			
**DEPT	DWI LOCAL GRANT FY19	3,499.27	.00
605-22-2271	CONTRACT - OTHER SERVICES	3,499.27	.00
=====			
**TOTAL	PROPERTY VALUATION FUND	811.41	.00
=====			
**DEPT	COUNTY ASSESSOR	811.41	.00

610-40-2202
610-40-2203

SUPPLIES - VEHICLE FUEL
CONTRACTS - EQUIPMENT MAINT

178.21
276.56

.00
.00

DEBITS CREDITS

610-40-2207	TELECOMMUNICATIONS	356.64	.00
=====			
**TOTAL	CLERK'S EQUIPMENT FUND	843.68	.00
=====			
**DEPT	COUNTY CLERK	843.68	.00
612-20-2203	CONTRACTS - EQUIPMENT MAINT	731.59	.00
612-20-2308	VOTING MACHINE STORAGE	112.09	.00
=====			
**TOTAL	COUNTY INFRASTRUCTURE GRT	5,344.76	.00
=====			
**DEPT	INFRASTRUCTURE GROSS RECEIPTS TX	5,344.76	.00
620-94-2218	FURN/FIX/EQUIP	5,133.96	.00
620-94-2225	SUPPLIES - COMPUTER/PRINTER	210.80	.00
=====			
**TOTAL	CAPITAL OUTLAY GROSS RECEIPTS TX	145,862.74	.00
=====			
**DEPT	CAPITAL OUTLAY GROSS RECEIPTS TX	145,862.74	.00
621-96-2611	CO - BUILDINGS & IMPROVEMENTS	29,315.58	.00
621-96-2613	CO-ROAD CONSTRUCTION/RECONSTRUCT	116,547.16	.00
=====			
**TOTAL	JUVENILE JUSTICE GRANT	3,070.69	.00
=====			
**DEPT	WIND PILT	232.69	.00
635-09-2272	CONTRACT - PROFESSIONAL SERVICES	232.69	.00
=====			
**DEPT	CYFD JUVENILE JUSTICE GRANT FY20	2,838.00	.00
635-68-2272	CONTRACT - PROFESSIONAL SERVICES	2,838.00	.00
=====			
**TOTAL	RURAL ADDRESSING	430.25	.00
=====			
**DEPT	RURAL ADDRESSING	430.25	.00
675-07-2201	MAINTENANCE & REPAIRS - VEHICLES	164.18	.00
675-07-2202	SUPPLIES - VEHICLE FUEL	44.33	.00
675-07-2203	CONTRACTS - EQUIPMENT MAINT	192.07	.00
675-07-2207	TELECOMMUNICATIONS	29.67	.00
=====			
**TOTAL	DOMESTIC VIOLENCE GRANT	22.01	.00
=====			
**DEPT	DV CONTRACT FY19	22.01	.00
690-84-2202	SUPPLIES - VEHICLE FUEL	22.01	.00
=====			
**TOTAL	TEEN COURT DONATION FUND	157.84	.00
=====			
**DEPT	TEEN COURT	157.84	.00
807-25-2257	SUPPLIES - OUTREACH MATERIALS	157.84	.00
=====			
**TOTAL	IMMIGRATION & CUSTOMS ENFORCEMEN	2,103,010.30	.00
=====			
**DEPT	ADULT INMATE CARE	2,103,010.30	.00
825-70-2172	CARE OF INMATES	2,103,010.30	.00
=====			
**TOTAL	NMDOH CITIES READINESS INITIATIV	254.45	.00
=====			
**DEPT	DOH CITIES READINESS INITIATIVE	254.45	.00
829-78-2248	SUPPLIES - SAFETY	254.45	.00
=====			
**TOTAL	EMERGENCY-911 FUND	43,208.69	.00
=====			
**DEPT	911-DISPATCH CENTER	40,928.56	.00

911-80-2202
911-80-2208

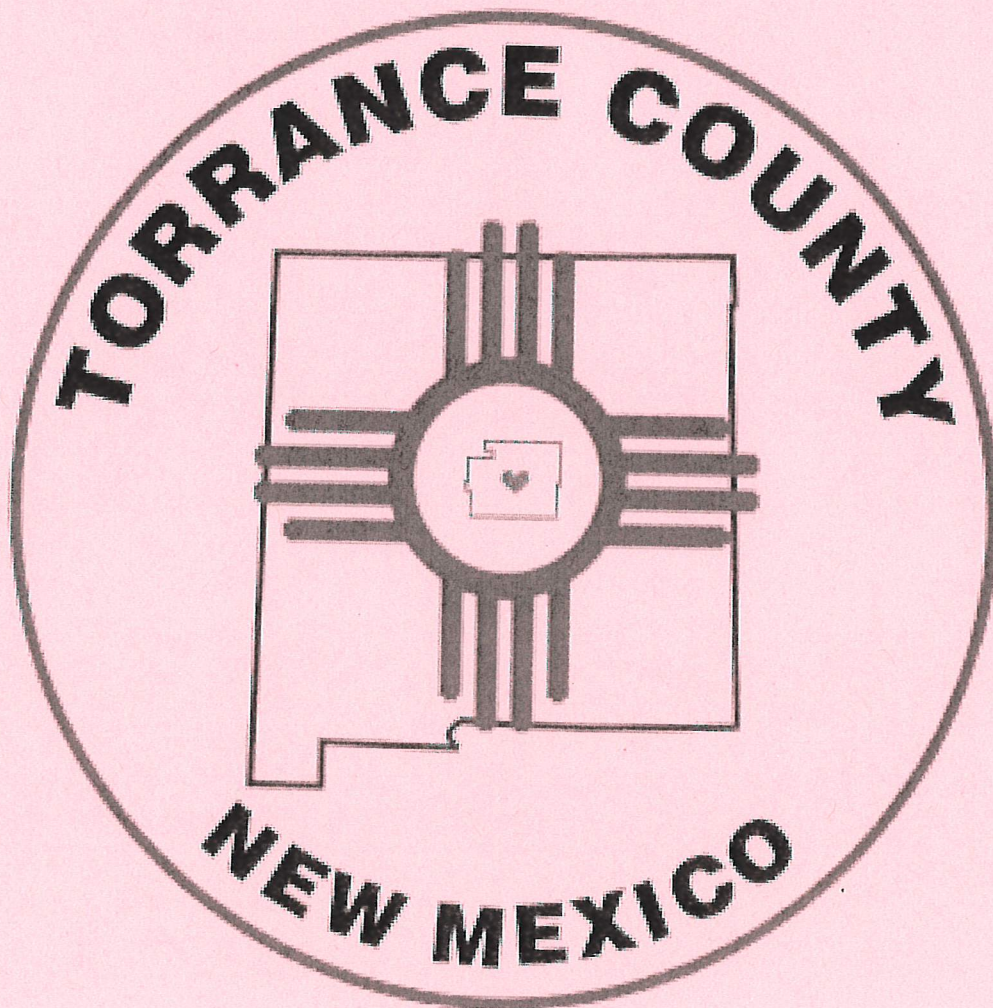
SUPPLIES - VEHICLE FUEL
UTILITIES - ELECTRICITY

51.87
1,556.89

.00
.00

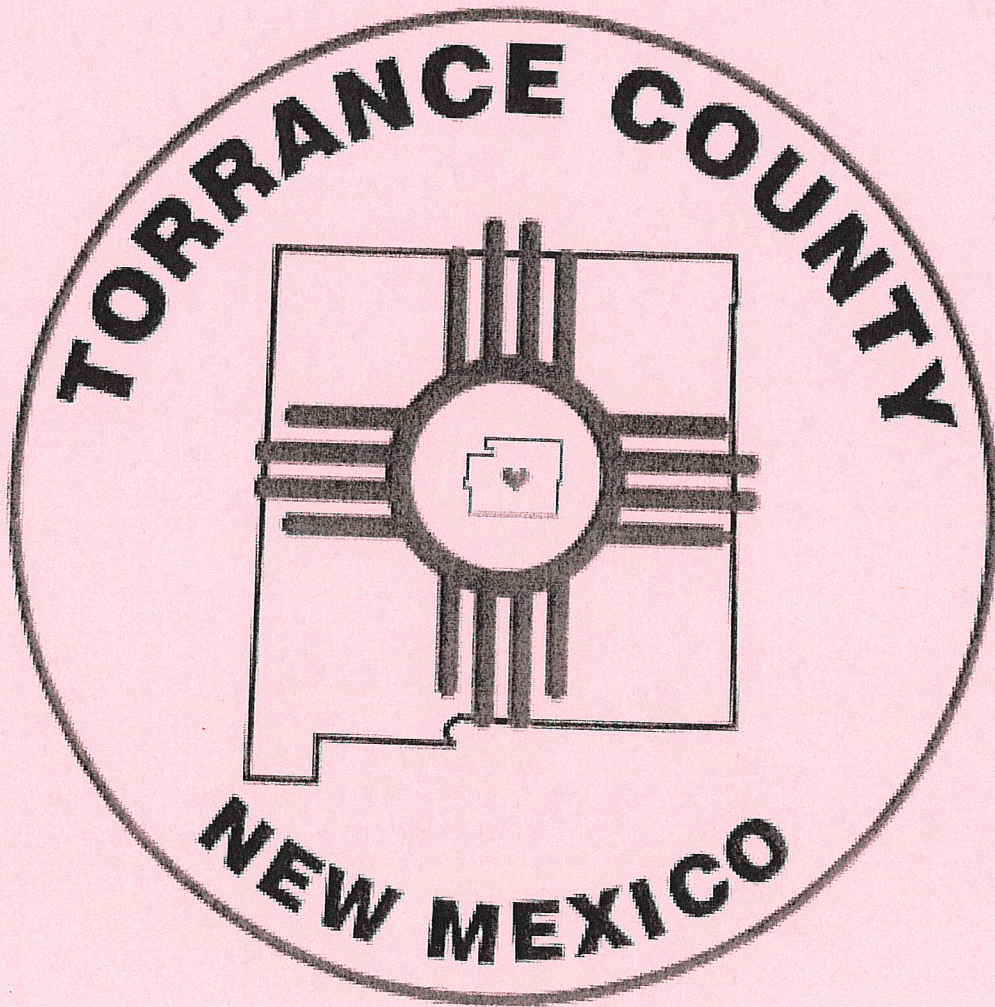
DEBITS CREDITS

911-80-2220	SUPPLIES - CLEANING	201.35	.00
911-80-2228	SOFTWARE	39,118.45	.00
=====			
**DEPT	DFA TRAINING GRANT	2,280.13	.00
911-85-2266	EMPLOYEE TRAINING	2,280.13	.00
=====			
BANK01	US BANK	2,832,383.25	.00
	** BANK TOTALS **	2,832,383.25	.00



Agenda Item

No. 10



*Agenda Item
No. 11-A*



Torrance County Board of Commissioners
Meeting 8/12/2020
Item 11A

Department: **Finance**
Prepared By: **J. Oliver**

Title: FINANCE: Motion to approve Disposition of Property, Resolution No. 2020- _____

Action: Approve Disposition of Property presented in the items attached.

Summary: Torrance County recently changed the policy in dispositioning items. Attached are for department request for disposition. Two vehicles, one for the emergency manager, which is being sold to Sandoval county. The second from the Sheriff's department that is being donated to Mora county. The second vehicle is inoperable due to a blown engine. The third and fourth deal with computers and cell phones. They are required to go through this disposition by DFA to ensure we have them properly destroyed.

Significant Issues: The biggest issue is that we need to clean the county inventory from unused vehicles and obsolete computers. The resolution is required in this process.

Financial: The Emergency Manager will be receiving \$20,000 for the sale of the vehicle to Sandoval County. There is no financial implication for the Sheriff's vehicle. The destruction of the computers and cell phones will cost the county approximately \$250.

Staff Recommendation: Approval



Torrance County

Property Disposition Committee

Torrance County Resolution 2020-07

Date: 07-21-2020

Requesting Department: OPERATIONS + MAINT. = INFO TECH.

Property Subject of Request: OUTDATE COMPUTERS + PHONES

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	✓	
2	Photos, hard or digital copies, are attached for review.		
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: <u>JEREMY OLIVER</u> <u>FINANCE DIRECTOR</u>	✓	
4	Committee verified current resale or market value.		✓
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	✓	
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.		N/A

Committee Notes:

COMPUTERS WILL BE COLLECTED AND SECURED FOR TRANSFER OF ALL DECOMMISSIONED ELECTRONICS, ALONG WITH DATA DESTRUCTION.

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

2. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

Dispose, as requested

Do NOT dispose

Dispose, as amended by Committee: _____

3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

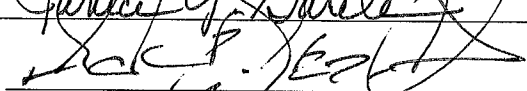
	Considerations	Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

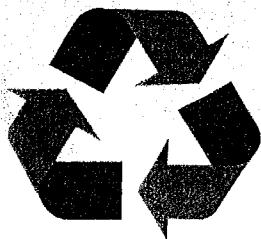
Property Disposition Committee's Recommendation:

- Dispose, as requested
 Do NOT dispose
 Dispose, as amended by Committee: _____

County Manager: 

Operations Manager: 

Finance Director: 



**Albuquerque
Computer & Electronics
Recycling Co.**

www.ABQRecycling.com

Estimate

DATE: 6/16/2020

3726 Hawkins St NE, Albuquerque, NM 87109
Phone (505) 990-3732
Admin@ABQrecycling.com

TO **Nick E. Sedillo, NMCPRM**
Operations Manager
Risk Manager/Safety Officer
www.torrancecountynm.org
o: 505.544.4310
c: 505.315.5888

2271
LINE
ITEM

DESCRIPTION	QTY	RATE	LINE TOTAL
Collection and secure transport of all decommissioned electronics.	1	\$150.00	\$150.00
Data Destruction	50	\$6.00	\$300.00
COD	1	\$25.00	\$25.00
TOTAL W/TAX		\$512.41	

Estimate prepared by: Samuel Laing

This is a quotation on the goods named, subject to the conditions noted below: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Nick Sedillo
 - A. Department: Information Technologies

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: Outdated Computers and misc. equipment

3. Reason(s) for Disposal: No longer needed, outdated due to Windows 10 deployment

4. Recommended Use of Funds Generated by This Transaction: n/a

5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: _____

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: see attached list
 - 2) Location of Personal Property: _____
 - 3) Photos Attached: hard copy digital emailed to: _____
 - 4) Torrance County ID Tag Number: _____
 - 5) Year manufactured: _____
 - 6) Make/Model: _____
 - 7) VIN/Serial Number: _____
 - 8) License Number: _____
 - 9) Mileage: _____
 - 10) **Current** Resale or Market Value: _____
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)

7. **ADDITIONAL REQUIREMENTS** for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature: _____

A handwritten signature in black ink, appearing to read "Nick Sedillo", written over a horizontal line.

Date: _____

07-21-2020

**TORRANCE COUNTY
SURPLUS LIST - 2020
Computers, Monitors and Electronic Devices**

<u>Tag #</u>	<u>Serial #</u>	<u>Description</u>	<u>Department</u>	<u>Reason for Surplus</u>	<u>Condition of Asset</u>	<u>Location of Asset</u>
	84806	Equus Desktop	Clerk	Windows 7	Fair	Linda Kayser
	84807	Equus Desktop	Clerk	Windows 7	Fair	Sylvia Chavez
	84251	Equus Desktop	Clerk	Windows 7	Fair	Yvonne Otero
	84250	Equus Desktop	Clerk	Windows 7	Fair	CK-Front-West
	84249	Equus Desktop	Clerk	Windows 7	Fair	CK-Front-East
	84252	Equus Desktop	Clerk	Windows 7	Fair	Linda Jaramillo
	81724	Equus Desktop	Clerk	Windows 7	Fair	Josie Chavez - Probate
	81859	Equus Desktop	Clerk	Windows 7	Fair	Genelle Morris
	CNU02403NJ	HP ProBook 6550b	Clerk	Windows 7	Fair	Linda Jaramillo
	85561	Equus Desktop	GIS	Windows 7	Fair	Ruben Gastelum
	85562	Equus Desktop	GIS	Windows 7	Fair	Ruben Gastelum
	85533	Equus Desktop	Assessor	Windows 7	Fair	Steve Sasnow
	85529	Equus Desktop	Assessor	Windows 7	Fair	Tanner Solomon
	85530	Equus Desktop	Assessor	Windows 7	Fair	Crystal Garcia
	81965	Equus Desktop	Assessor	Windows 7	Fair	ASR-Public
	85531	Equus Desktop	Assessor	Windows 7	Fair	Jason Cole
	85532	Equus Desktop	Assessor	Windows 7	Fair	Bill Holt
	84528	Equus Desktop	Assessor	Windows 7	Fair	Victoria Sedillo
	5CB33503ZN	HP EliteBook 8570p	Assessor	Windows 7	Fair	Nick Sedillo
	85585	Equus Desktop	Finance	Windows 7	Fair	New Hire
	84216	Equus Desktop	Finance	Windows 7	Fair	Jeremy Oliver
	84210	Equus Desktop	Finance	Windows 7	Fair	Joanna Romero
	83392	Equus Desktop	Finance	Windows 7	Fair	Noah Sedillo
	85539	Equus Desktop	Finance	Windows 7	Fair	Noah Sedillo
	CNU9332S6G	HP Probook 4710s	Finance	Windows 7	Poor	Unknown
	5CB246OYJJ	HP Probook 6570b	Finance	Windows 7	Poor	Unknown
	CNU53321GK	HP Compaq nx6110	Finance	Windows 7	Poor	Unknown
	83769	Equus Desktop	DWI	Windows 7	Fair	Tracey Master
10327	84220	Equus Desktop	Unknown	Windows 7	Fair	Unknown
	3CR9211191	HP Desktop	TCPO	Windows 7	Fair	Anastacia Sanchez
	85465	Equus Desktop	Unknown	Windows 7	Fair	Unknown
	CNU9181SF7	HP Probook Laptop 4710s	TCPO	Windows 7	Poor	Unknown
10244	5CB222W8Y	HP EliteBook Workstation 8560w	TCPO	Windows 7	Poor	Anastacia Sanchez
	CNU417B957	HP Probook Laptop 650 G1	TCPO	Windows 7	Poor	Anna Martinez
10269	5CB2480RH1	HP EliteBook Workstation 8570p	TCPO	Windows 7	Poor	Chrystal Milbourn
	8R8RtR1	Dell Desktop	Sheriff	Windows 7	Poor	Sheriff's Office

**TORRANCE COUNTY
SURPLUS LIST - 2020
Computers, Monitors and Electronic Devices**

<u>Tag #</u>	<u>Serial #</u>	<u>Descripton</u>	<u>Department</u>	<u>Reason for Surplus</u>	<u>Condition of Asset</u>	<u>Location of Asset</u>
	8QZRTR1	Dell Desktop	Sheriff	Windows 7	Poor	Sheriff's Office
	6B9K4B1	Dell Desktop	Sheriff	Windows 7	Poor	Sheriff's Office
	81667	Equus Desktop	Sheriff	Windows 7	Poor	Sheriff's Office
	79933	Equus Desktop	Sheriff	Windows 7	Poor	Sheriff's Office
	5CD5444RZ7	HP Probook 450	Treasurer	Windows 7	Poor	Juan Morales
2110	2CE140052D	HP EliteBook 2760p	Human Resources	Windows 7	Good	Kristin Oliver
10320	84202	Equus Desktop	Risk Management	Windows 7	Good	Nick Sedillo
		Qty = 30 Hotspots	Sheriff	No longer used	Poor	Information Tech
		Qty = 9 Samsung Phones	Sheriff	No longer used	Poor	Information Tech

**TORRANCE COUNTY
SURPLUS LIST - 2020
Computers, Monitors and Electronic Devices**

<u>Tag #</u>	<u>Serial #</u>	<u>Description</u>	<u>Department</u>	<u>Reason for Surplus</u>	<u>Condition of Asset</u>	<u>Location of Asset</u>
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	5CB246OYJJ	HP Probook 6570b	Finance	Windows 7	Poor	Unknown
	CNU53321GK	HP Compaq nx6110	Finance	Windows 7	Poor	Unknown
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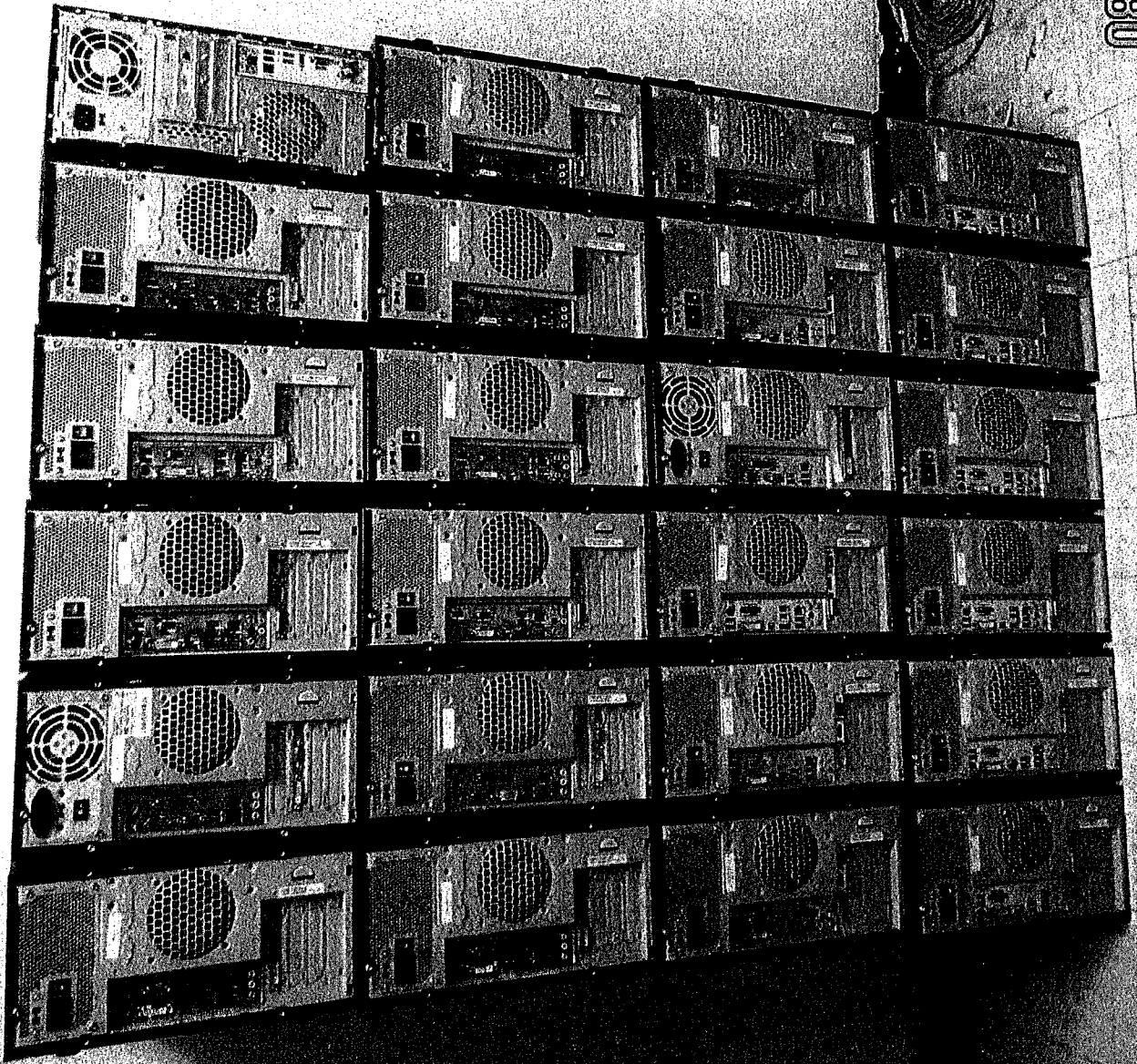
TORRANCE COUNTY
SURPLUS LIST - 2020
Computers, Monitors and Electronic Devices

<u>Tag #</u>	<u>Serial #</u>	<u>Description</u>	<u>Department</u>	<u>Reason for Surplus</u>	<u>Condition of Asset</u>	<u>Location of Asset</u>
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		Qty = 30 Hotspots	Sheriff	No longer used	Poor	Information Tech
		Qty = 9 Samsung Phones	Sheriff	No longer used	Poor	Information Tech

08/04/2020 06:20



08/04/2020 05:42





Torrance County

Property Disposition Committee

Torrance County Resolution 2020-07

Date: _____

Requesting Department: Emergency Manage

Property Subject of Request: Dodge Ram

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	<i>[Signature]</i>	
2	Photos, hard or digital copies, are attached for review.	<i>[Signature]</i>	
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: _____		
4	Committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
 - Do NOT dispose
 - Dispose, as amended by Committee: _____
- _____
- _____

2. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Considerations	Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	JB ✓	
2	Photos, hard or digital copies, are attached for review.	✓	
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: <u>Jeremy Duke</u>	JB ✓	
4	If tangible PERSONAL property, committee verified current resale or market value.	JB	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	N/A	
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.	JB	
7	If REAL property, committee verified the County owns the property.	N/A	
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.	N/A	

Committee Notes:

Purchased through
 Communications Tax
 Funds from Sale to be deposited into (604 Fund)

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Considerations	Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: James G. Savala

Operations Manager: [Signature]

Finance Director: [Signature]

To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP – Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Matt Propp, Emergency Manager
 - A. Department: Civil Defense

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: _____

3. Reason(s) for Disposal: Vehicle is no longer being used in the Department. Vehicle was not appropriate for dept. use at time of purchase by prior EM.

4. Recommended Use of Funds Generated by This Transaction: Funds will be used to fund current projects within Emergency Management.

5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: _____

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: 2017 RAM 1500 4x4 Pick Up
 - 2) Location of Personal Property: Emergency Management, 903-A State Highway 41, Estancia, NM 87016
 - 3) Photos Attached: hard copy digital emailed to: Noah Sedillo (NJSedillo@tcnm.us)
 - 4) Torrance County ID Tag Number: _____
 - 5) Year manufactured: 2017
 - 6) Make/Model: Ram 1500 4x4
 - 7) VIN/Serial Number: 1C6RR7XT4HS573822
 - 8) License Number: G-99805
 - 9) Mileage: 30274
 - 10) **Current** Resale or Market Value: \$20,775
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)
SOLD TO SANDOVAL COUNTY EMERGENCY MANAGEMENT

7. ADDITIONAL REQUIREMENTS for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature: _____

Date: 7/16/2020

J.D. POWER



NADAguides Value Report 7/16/2020

**2017 Ram Truck 1500
Crew Cab Tradesman 4WD**

↔ CHANGE CAR ⊕ COMPARE

Values

	Rough Trade-In	Average Trade-In	Clean Trade-In	Clean Retail
Base Price	\$16,400	\$18,000	\$19,300	\$22,750
Mileage (30,274)	\$1,475	\$1,475	\$1,475	\$1,475
Total Base Price	\$17,875	\$19,475	\$20,775	\$24,225

Options

Price + Options	\$17,875	\$19,475	\$20,775	\$24,225
------------------------	-----------------	-----------------	-----------------	-----------------

Certified Pre-Owned (CPO) ¹				+\$1,375
---	--	--	--	-----------------

Certified Price with Options				\$25,600
-------------------------------------	--	--	--	-----------------

Check Maintenance



Update Prompt ()

Return Cancel

Authority assigned is for VIEW/PRINT

FINANCE2A 7/21/20 16:45:16

Office/Dept Category 9 Line# Page # 1 [Delete/Void](#)

Hold

Bank 01 Ck-Number 99356 Mo/Day Year
 0302 2017

Vendors Vendor 1323 MELLOY DODGE

Vendor Address Mail to

Get PO/Invoice

Total 29,065.00

General Ledger II ()		Unit Cost	Qty	Description	Ext. Cost
604-83-2518				2017 RAM 1500 SSV	29065.00
CO -VEHICLES	PO#-	30791	INV# 263217		
				SSV PACKAGE: BACK UP CAMERA	
				BED LINER, BLUETOOTH, TOW	
				PACKAGE- VIN:1C6RR7XT3HS628177	
				STATE CONTRACT 70-000-16-00002	

(All underline text are clickable)

Check Maintenance

[Update](#) [Prompt \(\)](#)

[Return](#) [Cancel](#)



Authority assigned is for VIEW/PRINT

FINANCE2A 7/21/20 18:45:29

Office/Dept Category Line# Page # 2 [Delete/Void](#)

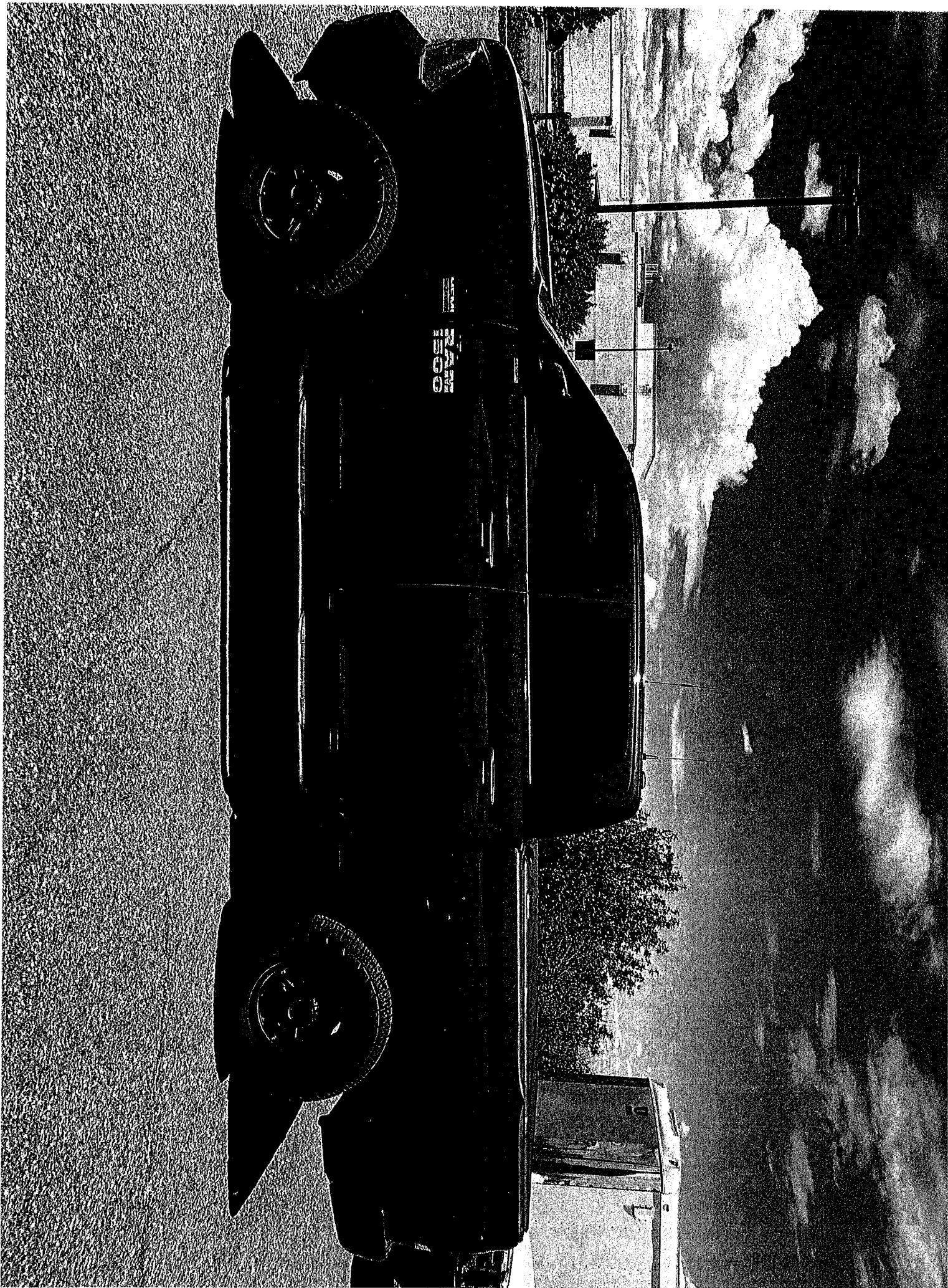
Mo/Day Year
Bank 01 Ck-Number 99356 0302 2017
Vendors Vendor 1323 MELLOY DODGE
Vendor Address Mail to
Get PO/Invoice

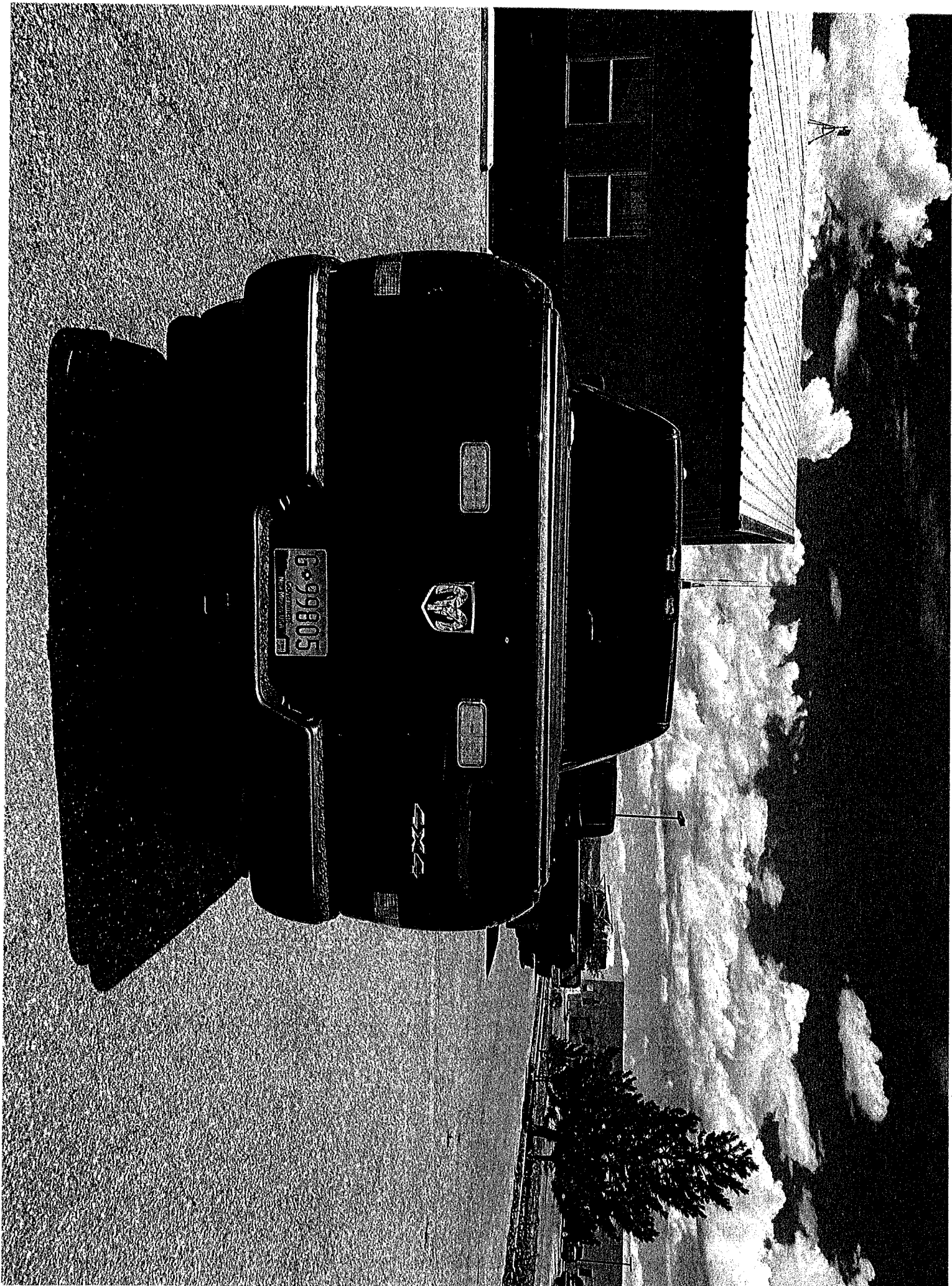
Hold

Total 29,065.00

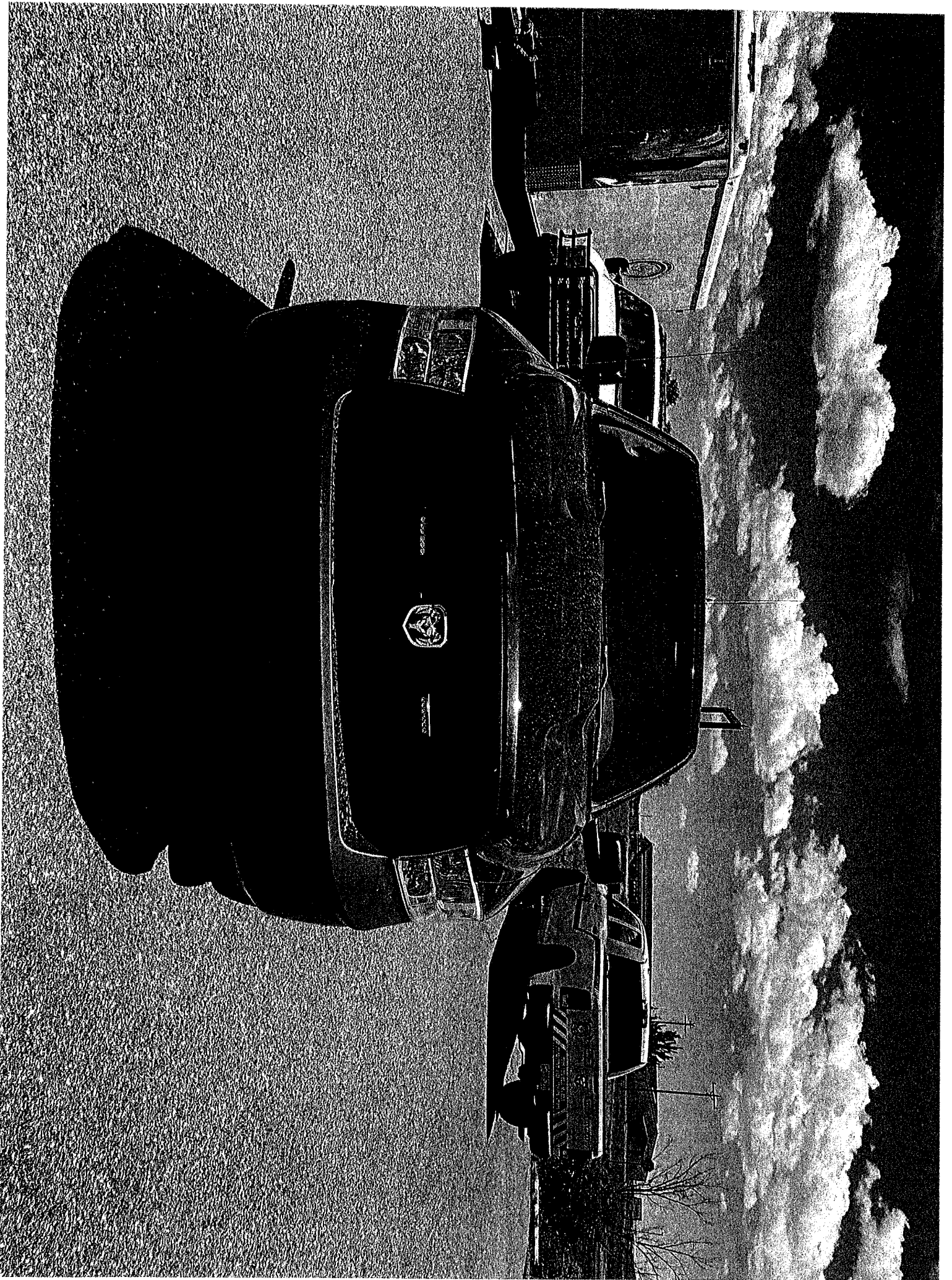
General Ledger # ()	Unit Cost	Qty Description	Ext Cost
		INVOICE # 70239	

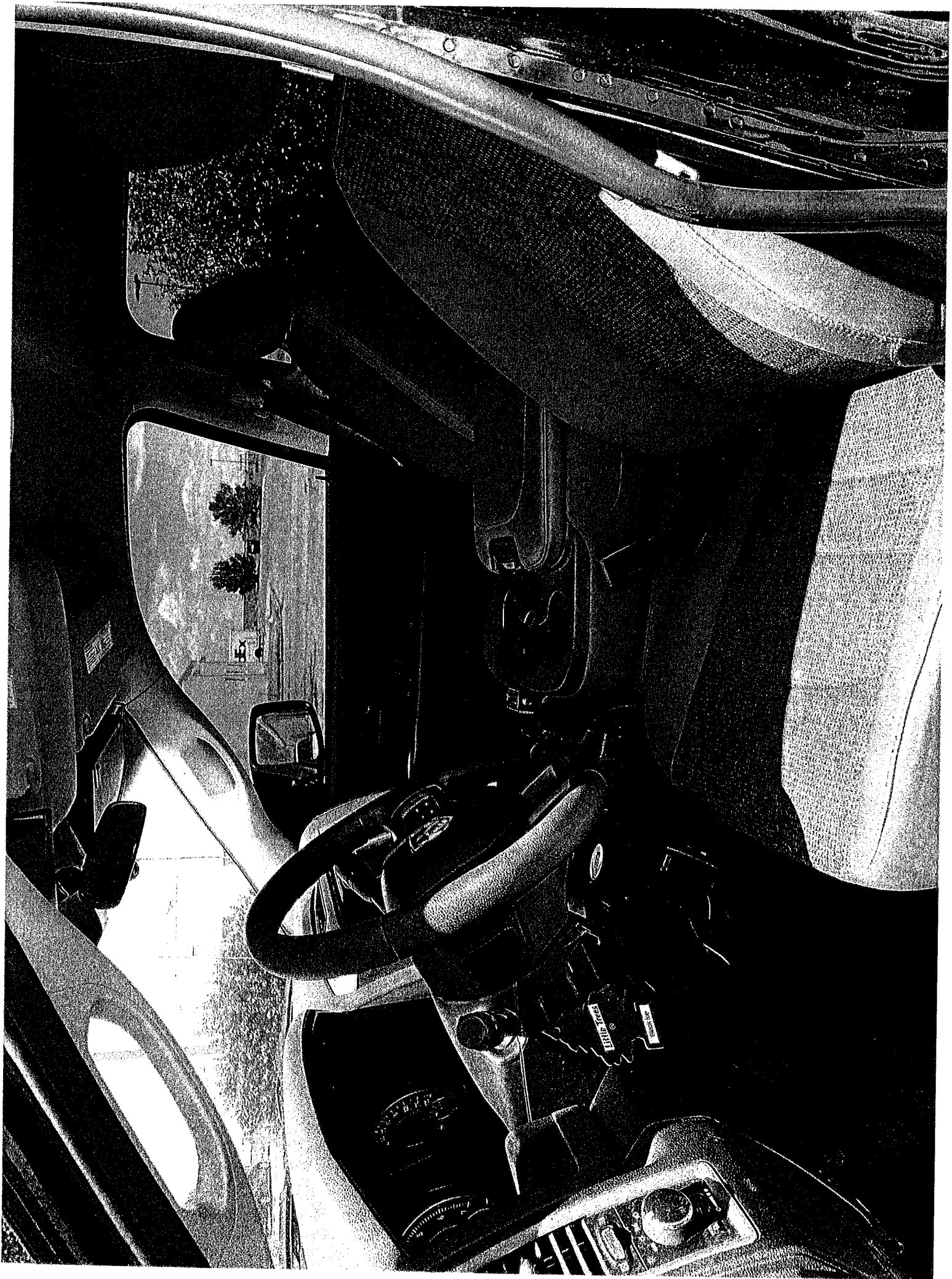
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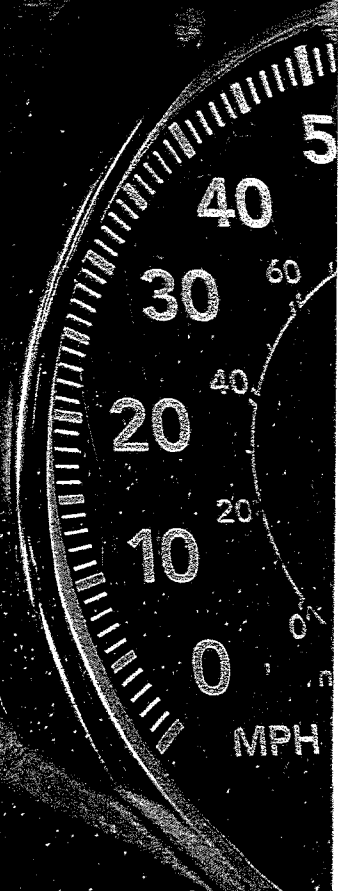
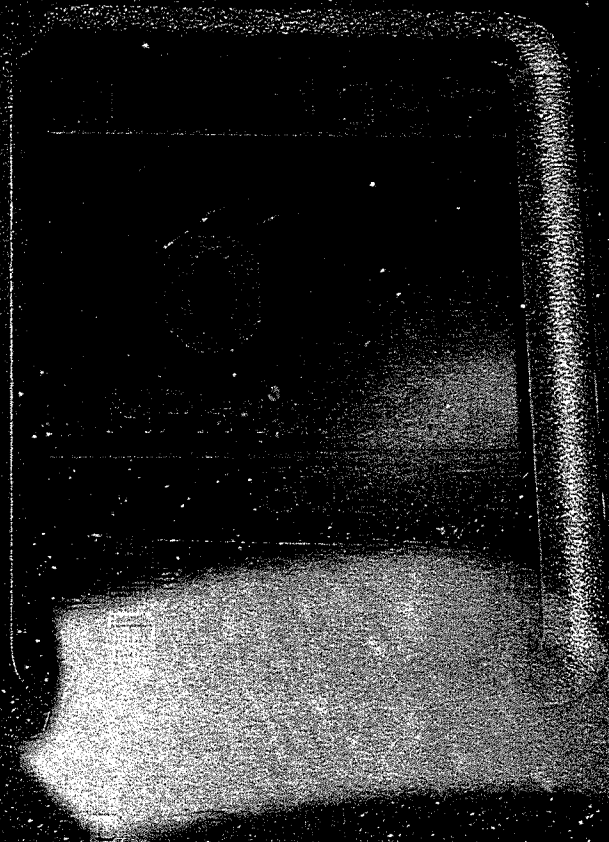
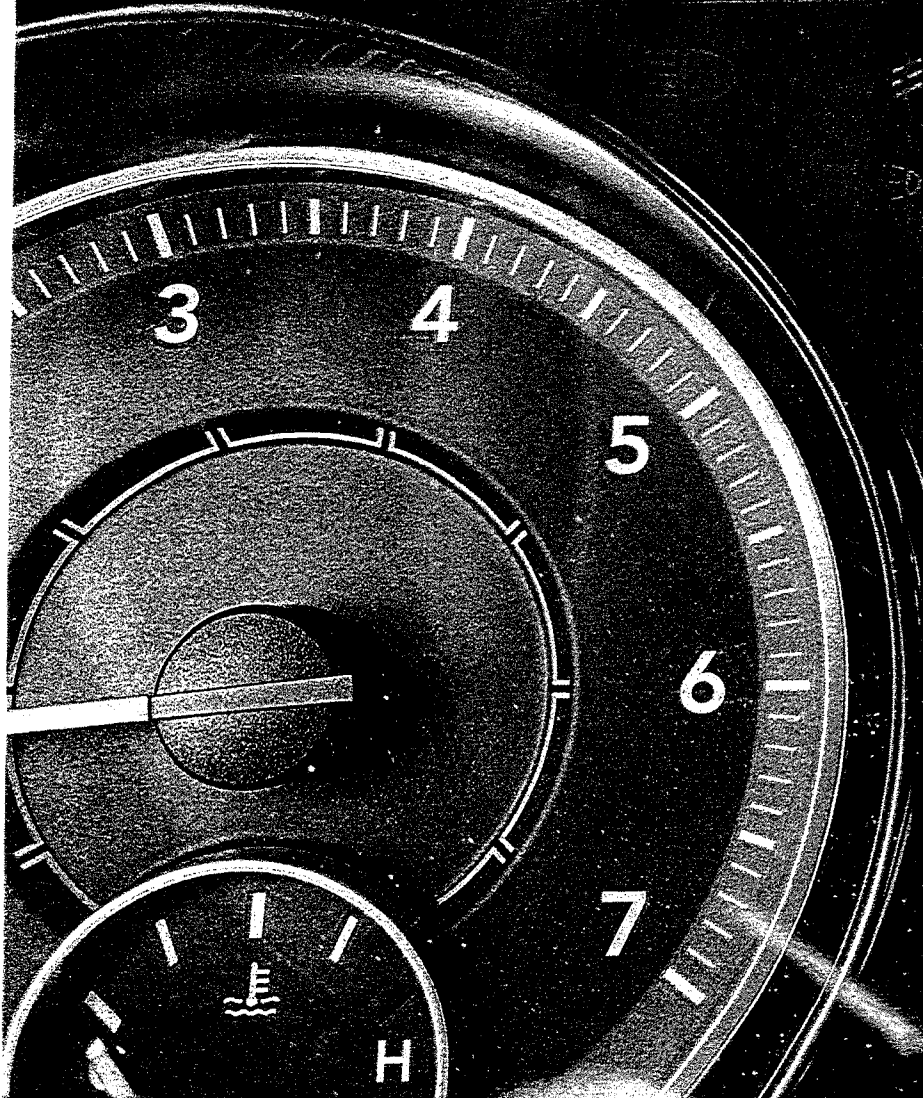
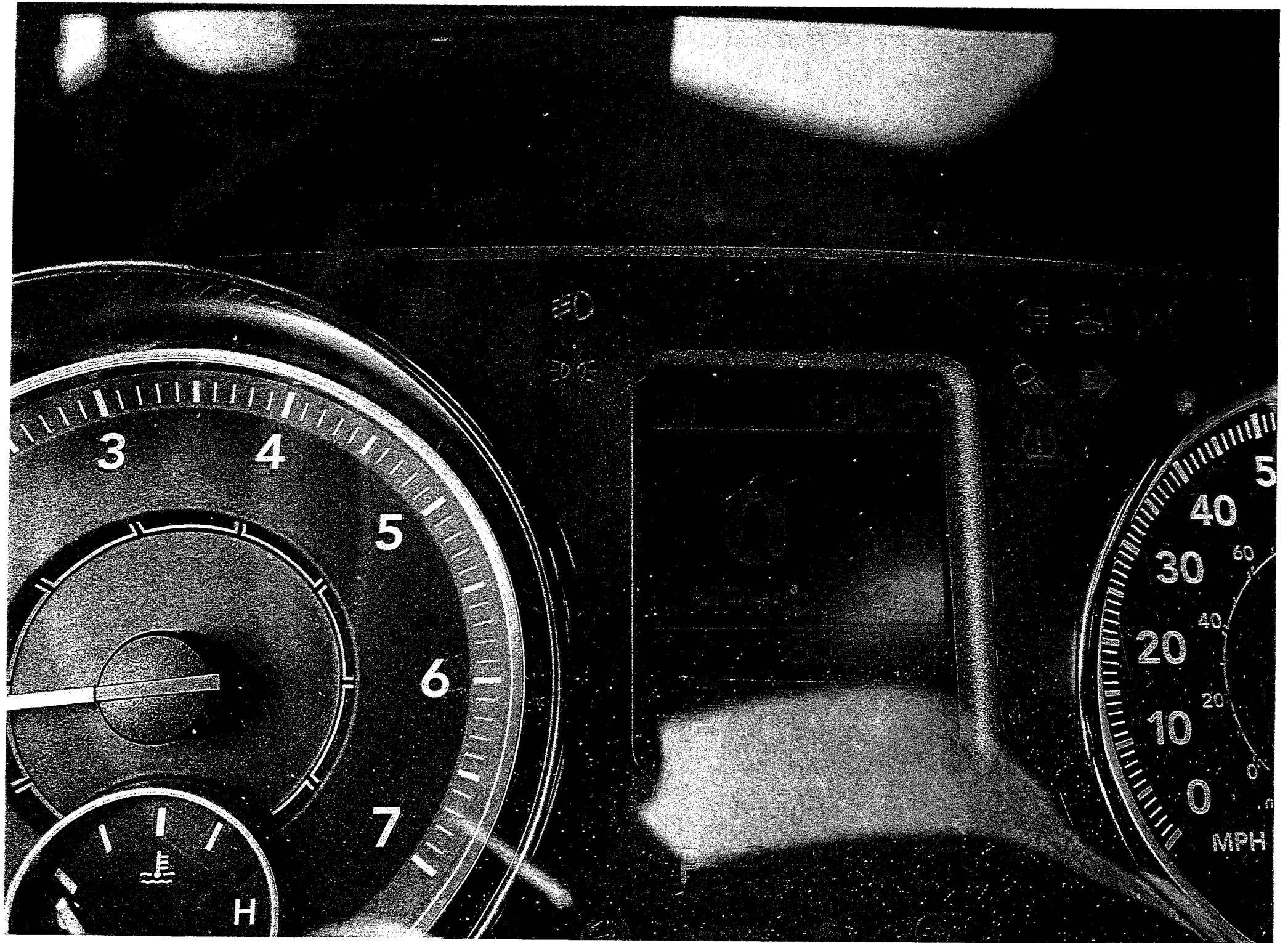


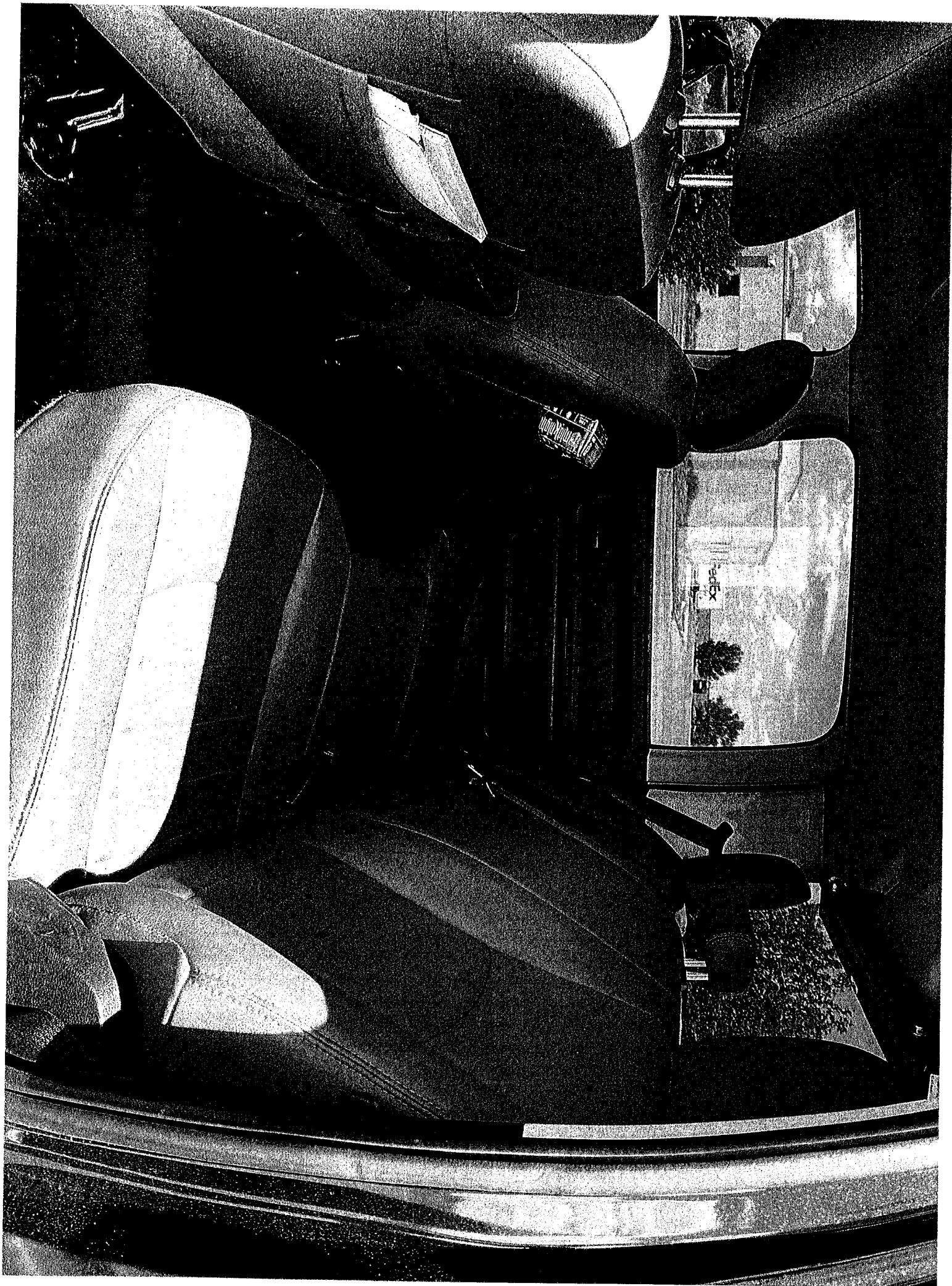














Torrance County Property Disposition Committee

Torrance County Resolution 2020-07

Date: 8-5-2020

Requesting Department: Clerk

Property Subject of Request: Computer, printers, scanners

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	✓	
2	Photos, hard or digital copies, are attached for review.	✓	
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: <u>Jeremy Albre</u>	✓	
4	Committee verified current resale or market value.	✓	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	✓	
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.	N/A	

Committee Notes:

7 Towers
3 Scanner
2 Printers
1 Large Plot Printer

Property Disposition Committee's Recommendation:

Dispose, as requested

Do NOT dispose

Dispose, as amended by Committee: _____

2. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

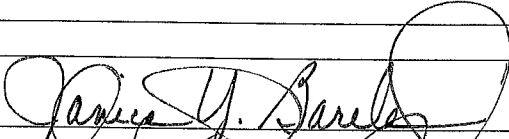
3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

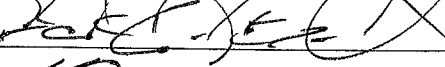
Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		


Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: 

Operations Manager: 

Finance Director: 

To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP – Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Linda Jaramillo
 - A. Department: Torrance County Clerk

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: Disposal

3. Reason(s) for Disposal: All personal property is obsolete

4. Recommended Use of Funds Generated by This Transaction: _____

5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: _____

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: plat copier. All other personal property is listed and attached along with picture of plat copier
 - 2) Location of Personal Property: With the exception of the plat copier listed below which is in the vault all others are in my warehouse.
 - 3) Photos Attached: hard copy digital emailed to: NJSedillo@tcnm.us
 - 4) Torrance County ID Tag Number: No County tag on plat copier
 - 5) Year manufactured: No year
 - 6) Make/Model: Ricoh Aficio MP W2400
 - 7) VIN/Serial Number: 13180400176
 - 8) License Number: NA
 - 9) Mileage: NA
 - 10) **Current** Resale or Market Value: _____
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)

7. ADDITIONAL REQUIREMENTS for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature: _____

Date: 7/27/20



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: SCANNER

3. Serial No: 009493 Model No: fi-6230 MFG: Fujisu Year: _____


4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: SCANNER

3. Serial No: VD19VDPXHQ Model No: 970P MFG: Samsung Year: _____

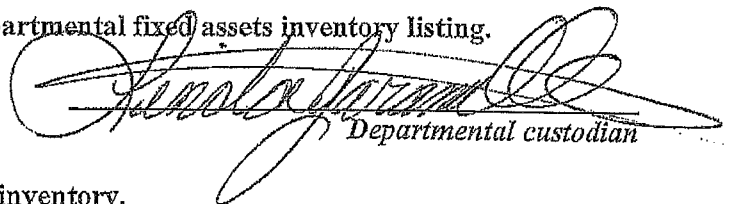
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: PRINTER

3. Serial No: 0006791761B Model No: X3650 MFG: LEXMAR Year: _____

4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: PRINTER B6300

3. Serial No: 605A2157087 Model No: JEA-2 MFG: OKI Year: _____

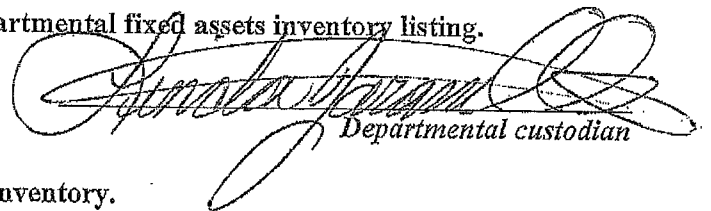
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets

2018.10.31



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: HP Laserjet 8150N

3. Serial No: JPBTL16416 Model No: C4266A MFG: HP Year: _____

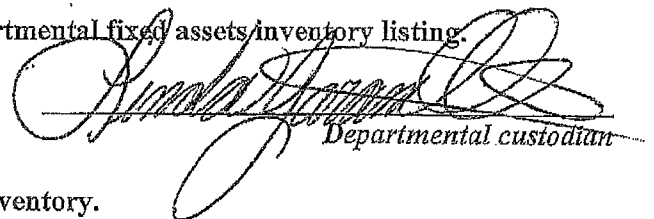
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:
1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk Name of person responsible for Asset: _____

2. Description: LARGE PLAT PRINTER

3. Serial No: L3180400176 Model No: W2400 MFG: Ricoh Year: _____

- | | |
|---|------------------------------------|
| 4. Reason for disposal: | Condition of item: |
| <input checked="" type="checkbox"/> Beyond repair | <input type="checkbox"/> Excellent |
| <input type="checkbox"/> Trade in | <input type="checkbox"/> Good |
| <input type="checkbox"/> Broken but repairable | <input type="checkbox"/> Poor |
| <input type="checkbox"/> Obsolete | <input type="checkbox"/> Very poor |
| <input type="checkbox"/> Unusable | |
| <input type="checkbox"/> Excess | |
| <input type="checkbox"/> Auction Out | |
| <input type="checkbox"/> Transfer | |

I request that the above item be removed from my ~~departmental fixed assets inventory~~ listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: TOWER

3. Serial No: 83286 Model No: _____ MFG: _____ Year: _____

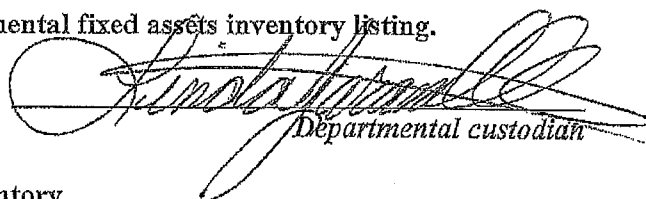
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets

2018.10.31



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: TOWER

3. Serial No: 81235 Model No: PREMIO PC MFG: _____ Year: _____

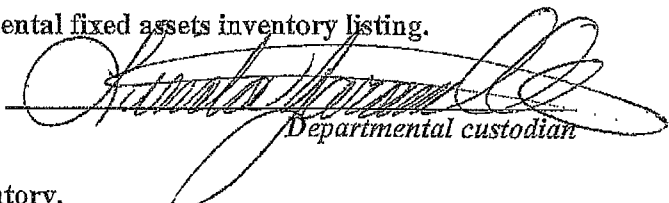
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPP-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: TOWER

3. Serial No: 81224 Model No: _____ MFG: _____ Year: _____

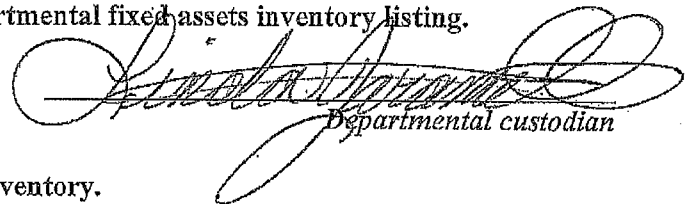
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: TOWER TC# 000135

3. Serial No: _____ Model No: _____ MFG: _____ Year: _____

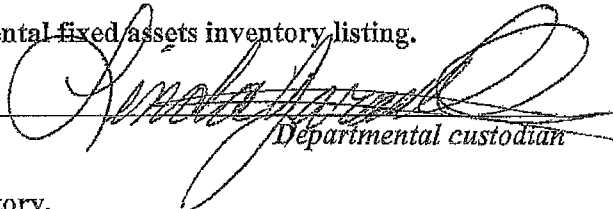
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: TOWER

3. Serial No: 81007 Model No: _____ MFG: _____ Year: _____

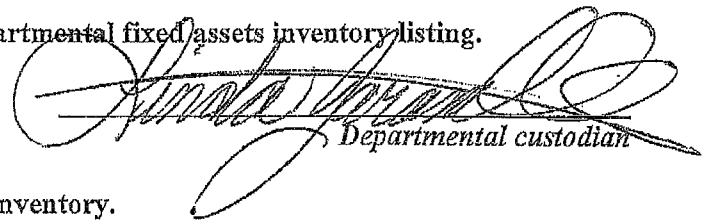
4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.


Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



REQUEST FOR PROPERTY DISPOSITION-PERSONAL PROPERTY (PFPD-PP)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 12/05/2018

Department: Clerk

Name of person responsible for Asset: _____

2. Description: TOWER

3. Serial No: 77690 Model No: _____ MFG: _____ Year: _____

4. Reason for disposal:

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

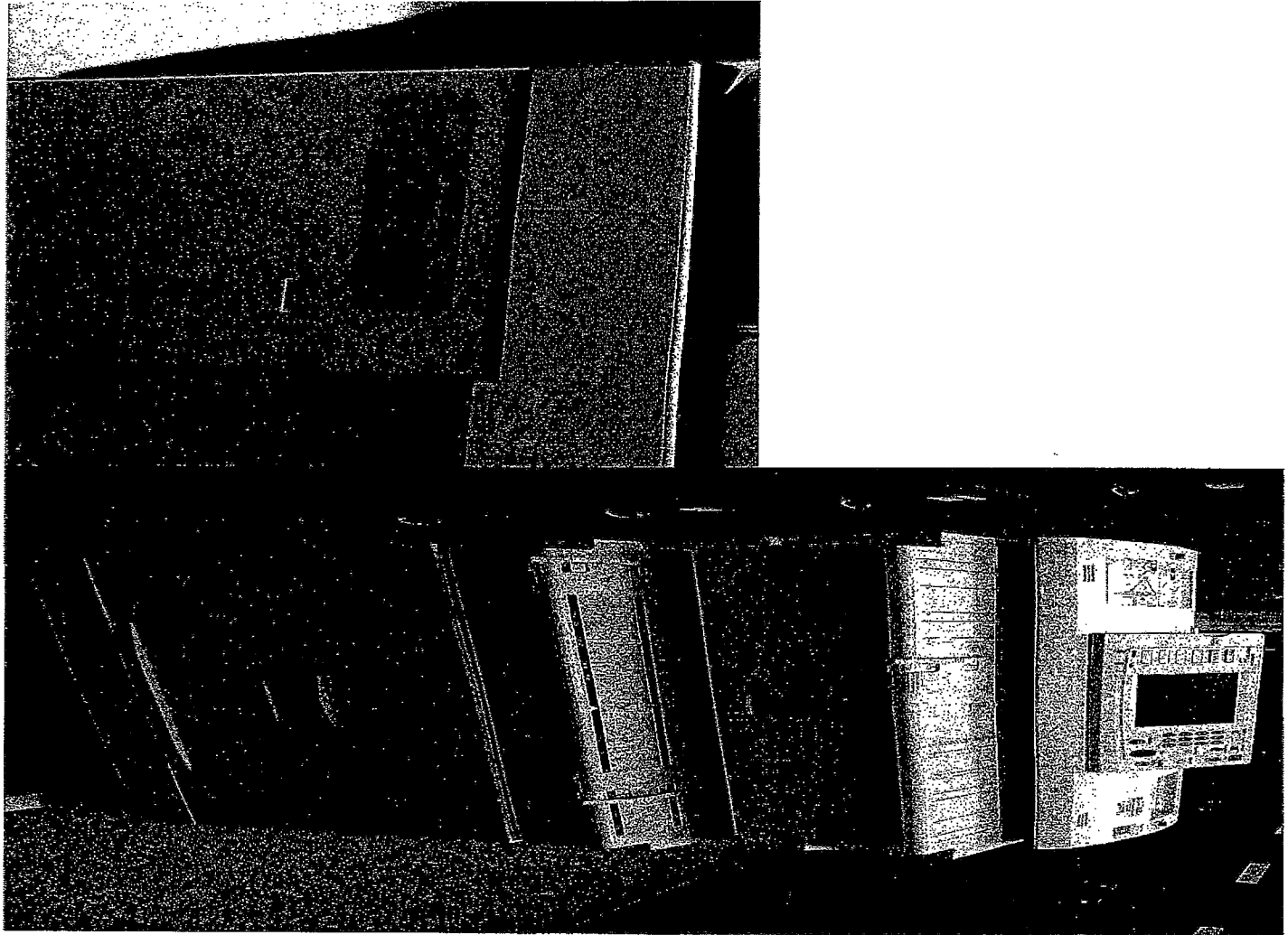
- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.

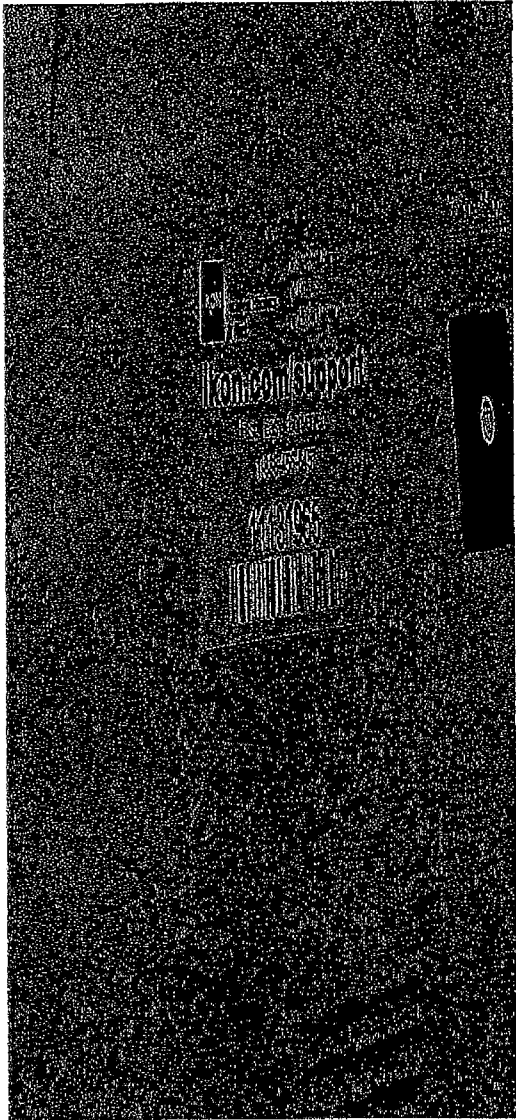

Departmental custodian

This item has been removed from the aforementioned inventory.

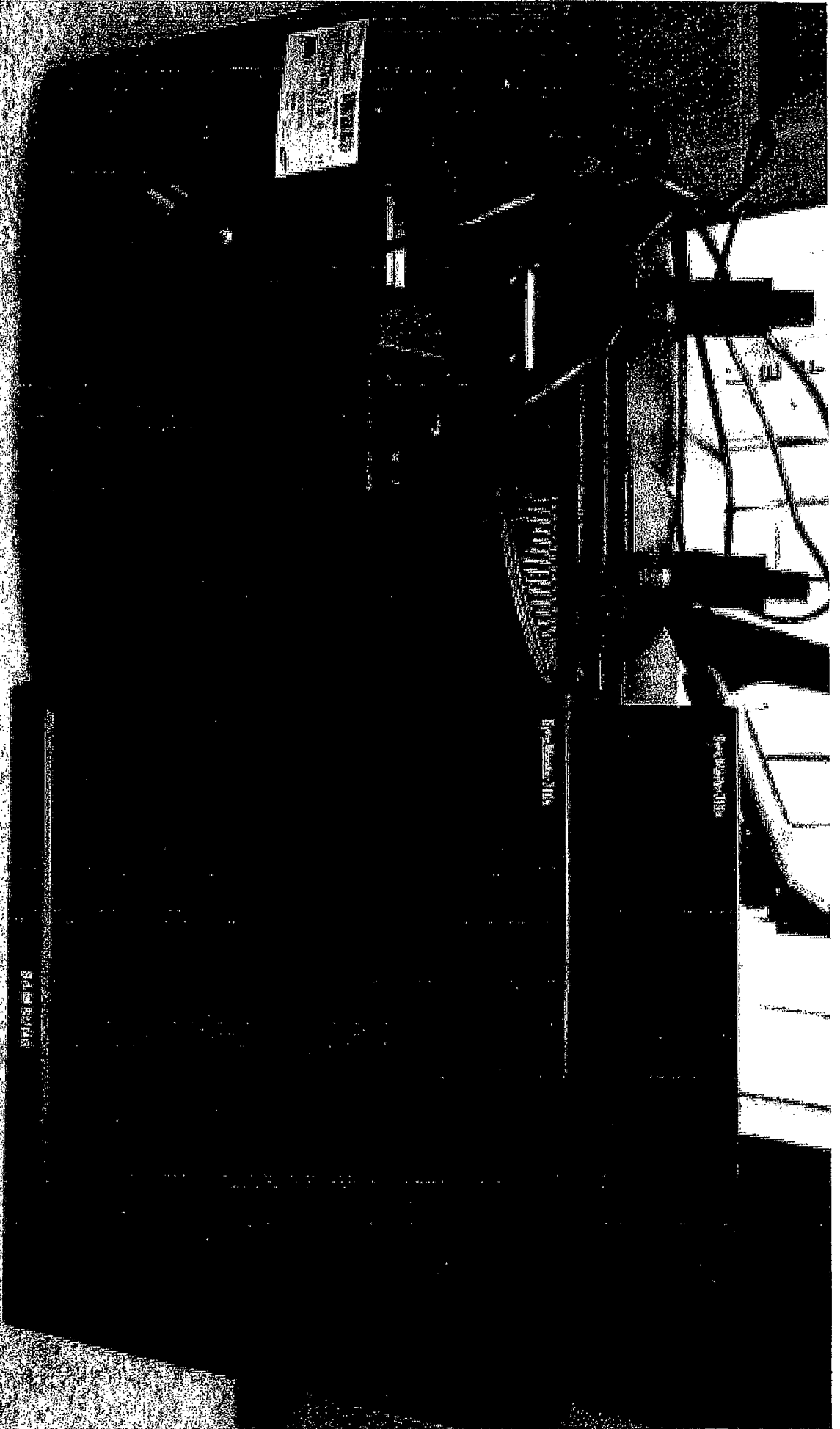
Noah J. Sedillo, CPO
Fixed Assets



It is not this
to 11. Just to
add picture
all



08/16/2018 13:21

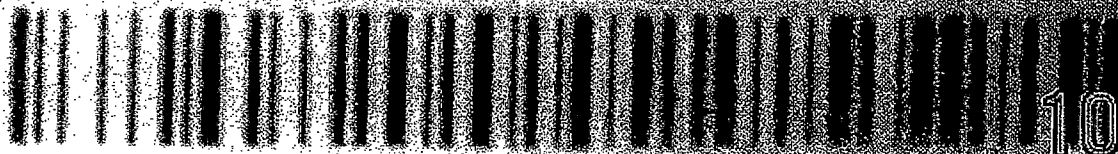


S/N TOWER	S/N MONITOR	MISC.EQUIPMENT
81283		
82068		
83457		
85230		
81271		
81023		
81958		
84735 W		
84010 \		
	SYNCMaster 913V LS19GSESb/XAA	
	SYNCMaster 710N M317H9NX916518 N	
	SYNCMaster 710N MJ17H4JXA05960M	
	SYNCMaster 710N MJ17H9NX916467 M	
	SYNCMaster 710N MJ17HCJY414127T	
	SYNCMaster 710N M17H9NX916461 N	
		4 LOGITECH KEYBOARDS NO SER #
	VIEW SONIC U9144802353 VA1917A	NO SER # L/T TRAY X2
HP L/T CNN83RYN7		
	HP CNC223054R LE2002X	
	HP CNC223055D LE2002X	



HP COMPAQ LIT

Serial No. CNC223054R



10/30/2018

TAXSSQ6KB1HPHN

Product No. LL783A

TAXSSQ6KB1HPHN

Product No. LL763A

Regulatory Model No./规定型号/型號/모형

HSTND-3311-A

Assembly Part No. 646402-001

Spares No. 646603-001 Rev. STM

Manufactured/制造日期/製造日期/제조

June 2012

10/30/2018



HP COMPAQ LP2002z Monitor

Serial Number: 657491111001

Part Number: 596314-001

Model: LP2002z

Color: Black

Resolution: 1600 x 1200

Refresh Rate: 60 Hz

Panel Type: TFT-LED

Panel Size: 20.1 inches

Weight: 3.8 lbs

Dimensions: 16.1 x 13.7 x 2.1 inches

Model: LP2002z

Resolution: 1600 x 1200

Refresh Rate: 60 Hz

Panel Type: TFT-LED

Panel Size: 20.1 inches

Weight: 3.8 lbs

Dimensions: 16.1 x 13.7 x 2.1 inches

Serial Number: 657491111001

Part Number: 596314-001

Model: LP2002z

Resolution: 1600 x 1200

Refresh Rate: 60 Hz

Panel Type: TFT-LED

Panel Size: 20.1 inches

Weight: 3.8 lbs

Dimensions: 16.1 x 13.7 x 2.1 inches



HP

CE

RoHS

WEEE

Recycling symbols

100729

10/30/2018

ViewSonic VA1917A

Model Number: VS16023

Serial Number: U91144802353



10/30/2018

SAMSUNG

Model: 型號: 913V N

Model Code : LS19GSESB/XAA

or Display Unit
e No.: GH19LS

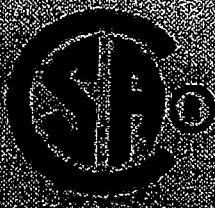
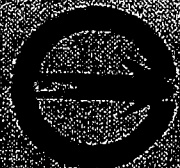
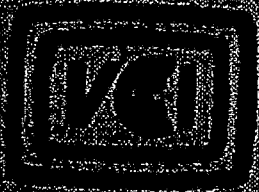
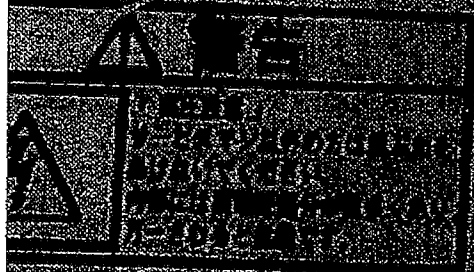
電壓 電流 : AC100-240V~ 50/60Hz 0.7A
US PAT. NO. 5,670,972



ada ICE3-003 Class B / Canada NMB-003 Classe B

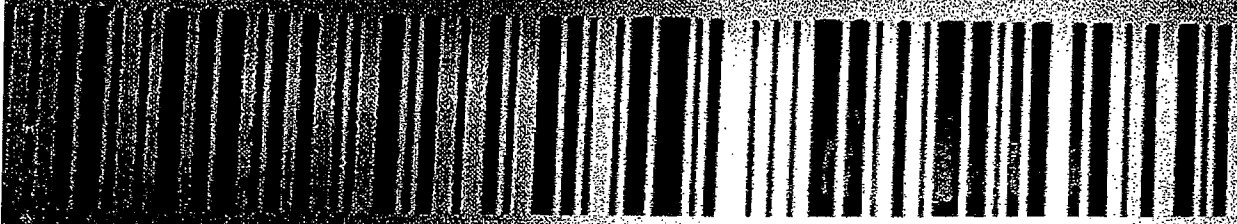


I.T.E.
4K60



序號: GS19HVEY708224J

製造國 製造年



MADE IN TAIWAN (CHINA) (TSED)
MANUFACTURE DATE: 10/30/2018

ZN68-006

10/30/2018

Barcode and regulatory information label including CE, RoHS, and other compliance symbols.

[Redacted]

[Redacted]

SAMSUNG

Equus Serial #
81283

MODEL: Premio PC
PREMIUM DTPC
INPUT: 115/230V 50/60HZ 8/4A

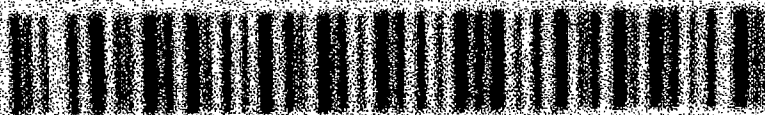
PC

Manufactured

Turned To Company
With Full Warranty
FOR HOME OR OFFICE USE
APR 2000 2000



PREMIO



2001004326

10/30/2018

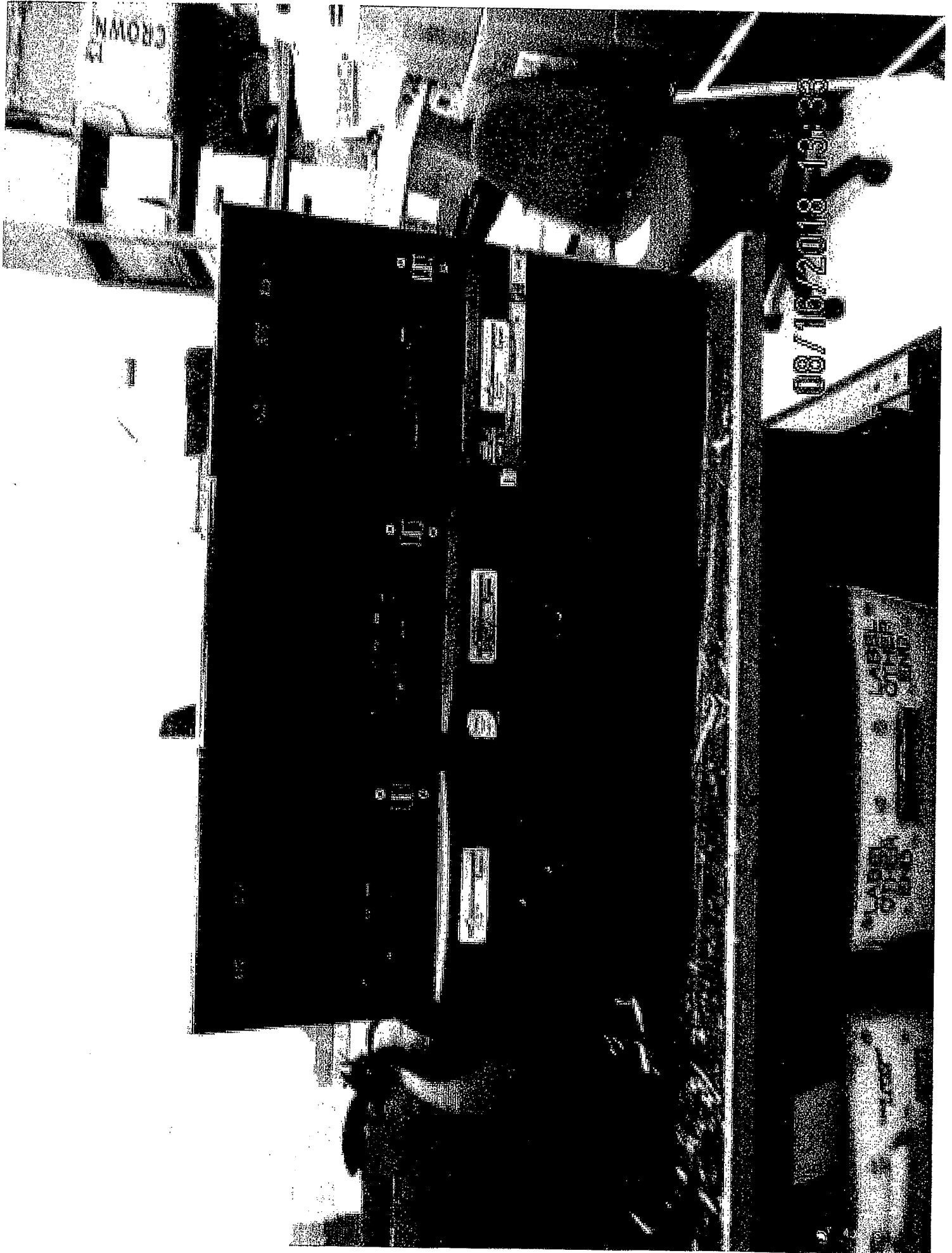
Equus Serial #

B3457

10/30/2018

Equus Serial #
82068

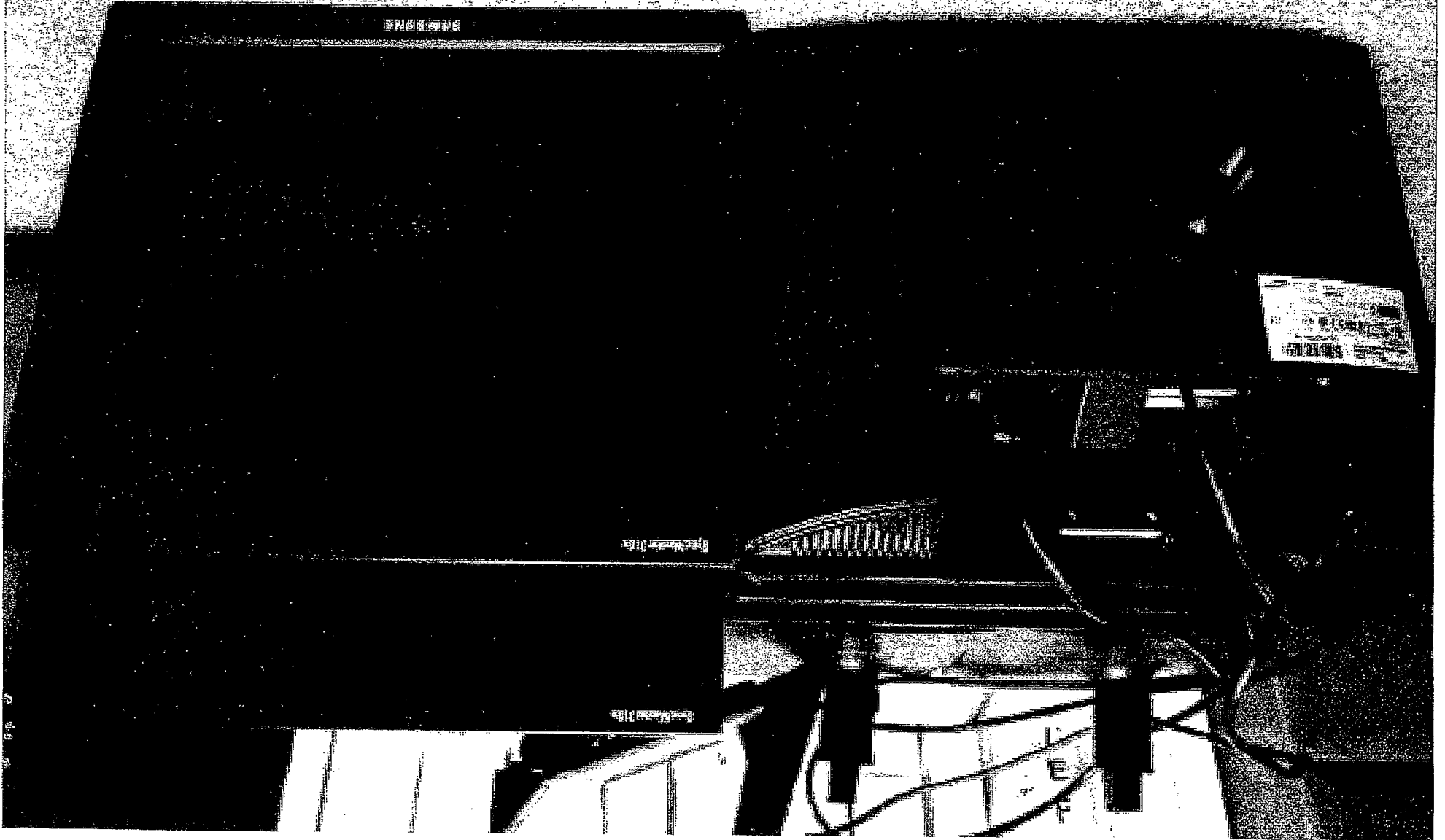
10/30/2018

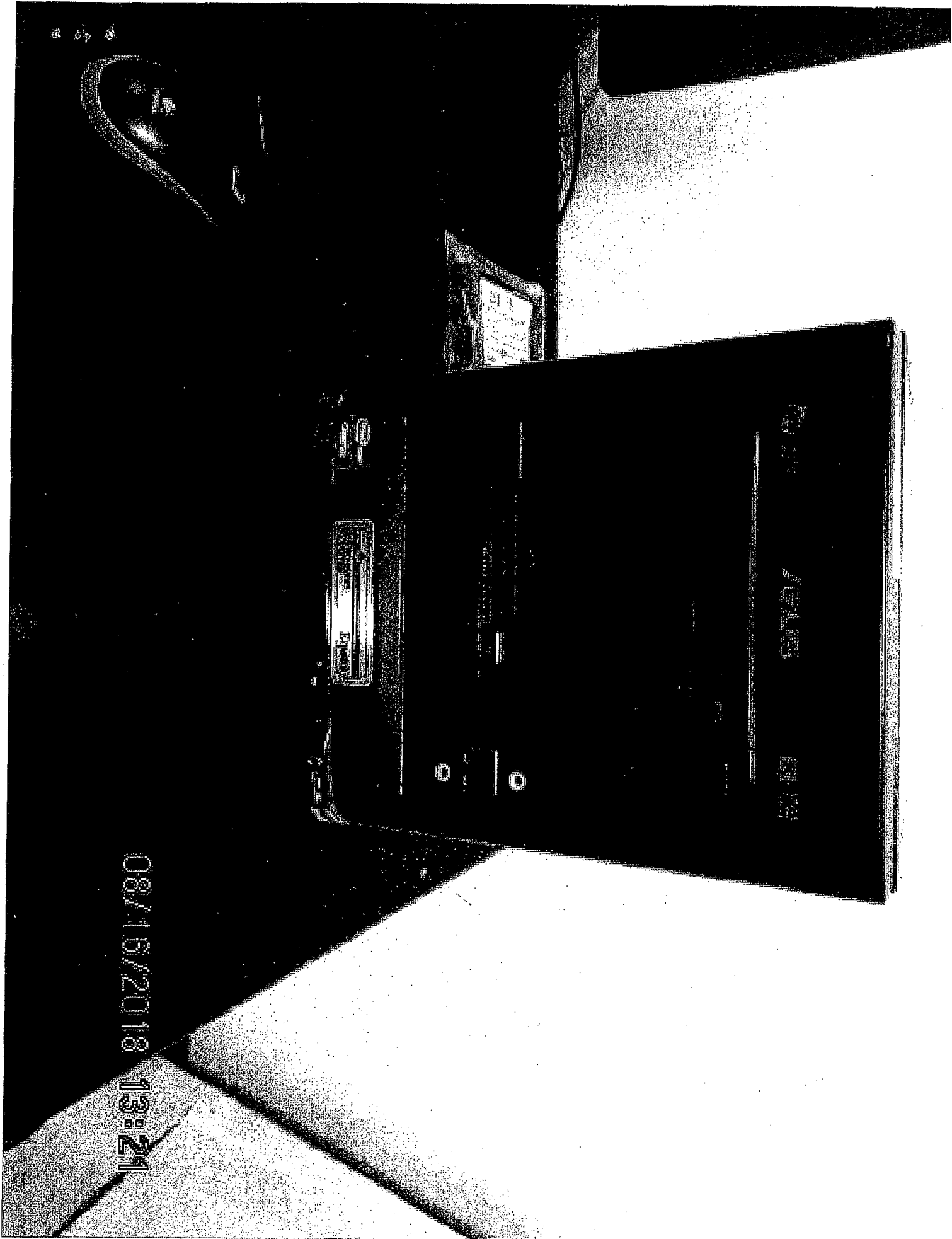


08/16/2018 13:33

CROWN

08/16/2018 13:21





08/16/2018 13:21



Torrance County

Property Disposition Committee

Torrance County Resolution 2020-07

Date: 8-5-2020

Requesting Department: Sheriff

Property Subject of Request: Dodge Ram 2015

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	✓	
2	Photos, hard or digital copies, are attached for review.	✓	
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: _____		
4	Committee verified current resale or market value.	✓	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	✓	
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.	✓	

Committee Notes:

1. Blown engine, value < 13,502 (no value with blown engine on KBB).

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

2. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Considerations	Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: *Janice Y. Barel*

Operations Manager: *[Signature]*

Finance Director: *[Signature]*

To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP – Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Sheriff Martin Rivera
 - A. Department: Torrance County Sheriff's Office

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: government to government transfer

3. Reason(s) for Disposal: Engine was blown on the vehicle and was no longer usable without significant repair cost

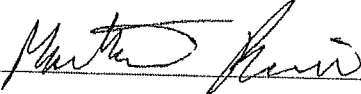
4. Recommended Use of Funds Generated by This Transaction: No funds to be exchanged

5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: _____

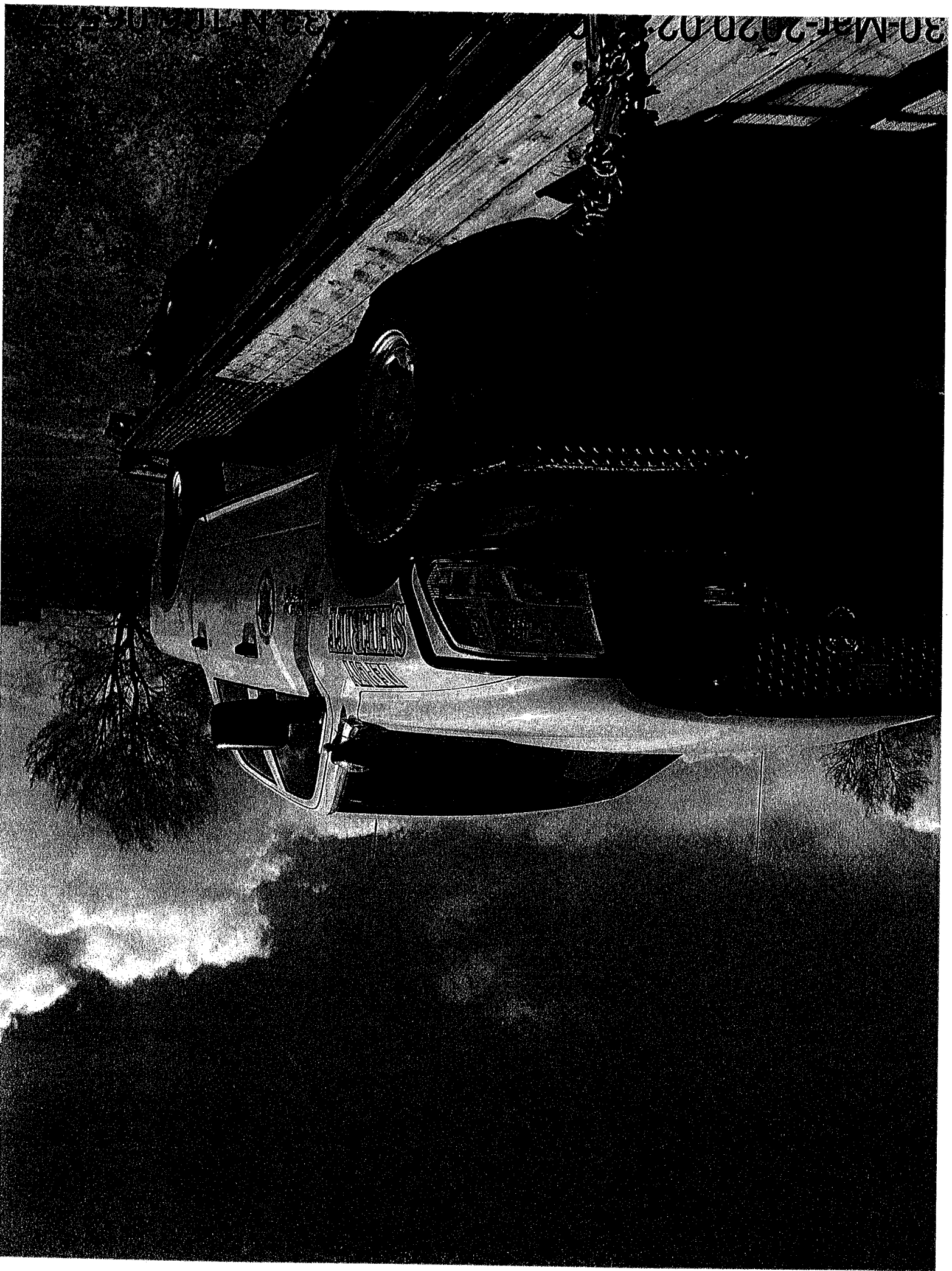
 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: _____
 - 2) Location of Personal Property: Was last at DT automotive
 - 3) Photos Attached: hard copy digital emailed to: Noah Sedillo
 - 4) Torrance County ID Tag Number: none
 - 5) Year manufactured: 2015
 - 6) Make/Model: Dodge Ram 1500
 - 7) VIN/Serial Number: 1C6RR7XT1FS769102
 - 8) License Number: G96267
 - 9) Mileage: 106533
 - 10) **Current** Resale or Market Value: under \$13,902. No price on Kelly Blue Book for vehicle with blown engine.
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)
Most usable Equipment was removed.

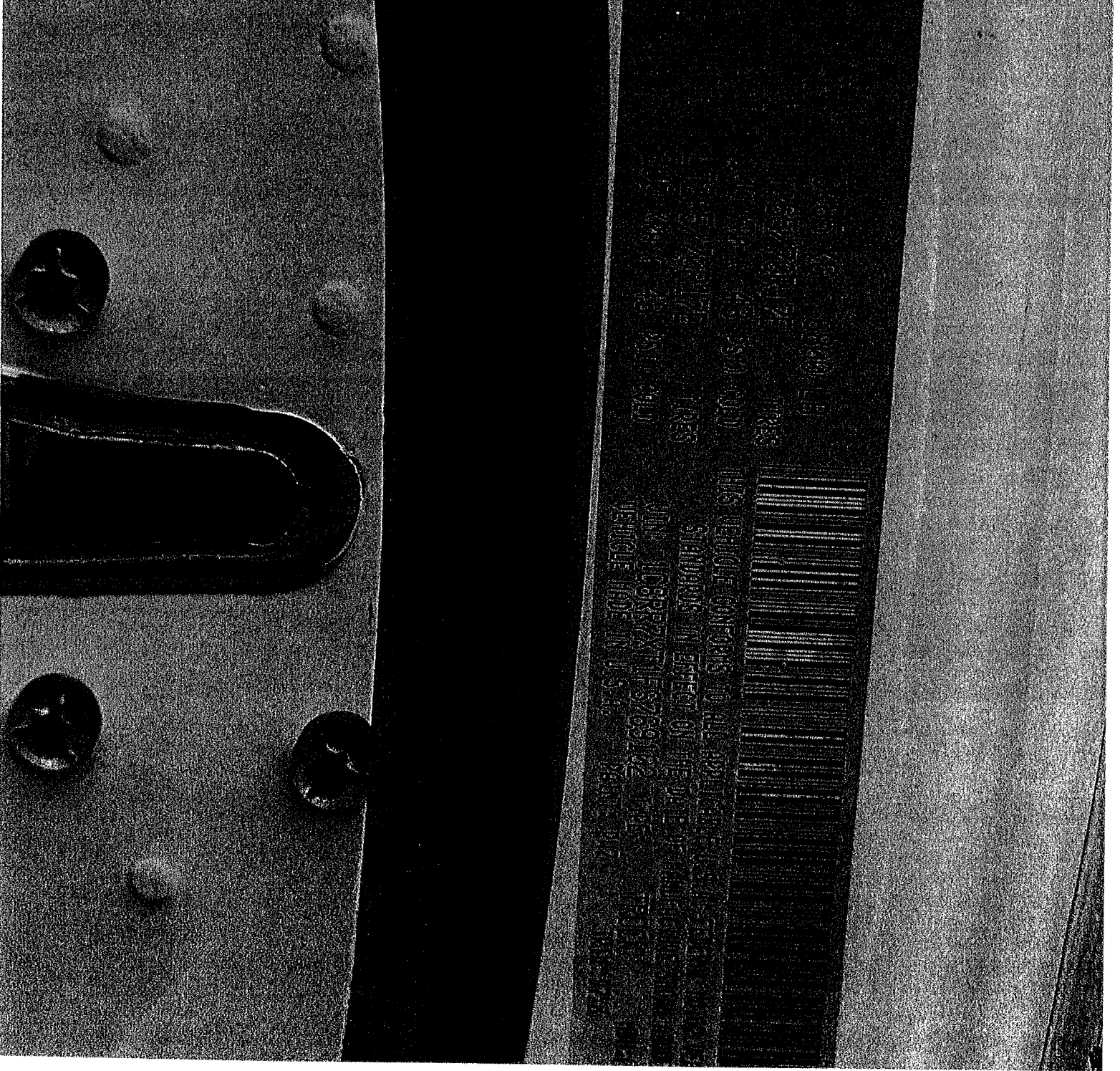
7. ADDITIONAL REQUIREMENTS for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature:  Date: 7/30/2020





R-2020 0278 295 N:106.06



THE VEHICLE OF THIS TYPE IS NOT
REGISTERED IN THE STATE OF
NEW YORK AND THE VEHICLE
IDENTIFICATION NUMBER IS 1G1ZE57691Z200007



REQUEST FOR PROPERTY DISPOSITION-VEHICLE (PFPD-V)

Assets Manager use only:

1. Assets Tag Number: _____

Date: 08/28/2019

Department: SHERIFF

Name of person responsible for Asset: STEPHANIE DUNN

2. Description: 2015 DODGE RAM 1500 (TRANSFER TO MORA COUNTY SHERIFF'S OFFICE)

3. Serial No: 1C6RR7XT1FS7 Model No: RAM 1500 MFG: DODGE Year: 2015

4. Reason for disposal:

69102

- Beyond repair
- Trade in
- Broken but repairable
- Obsolete
- Unusable
- Excess
- Auction Out
- Transfer

Condition of item:

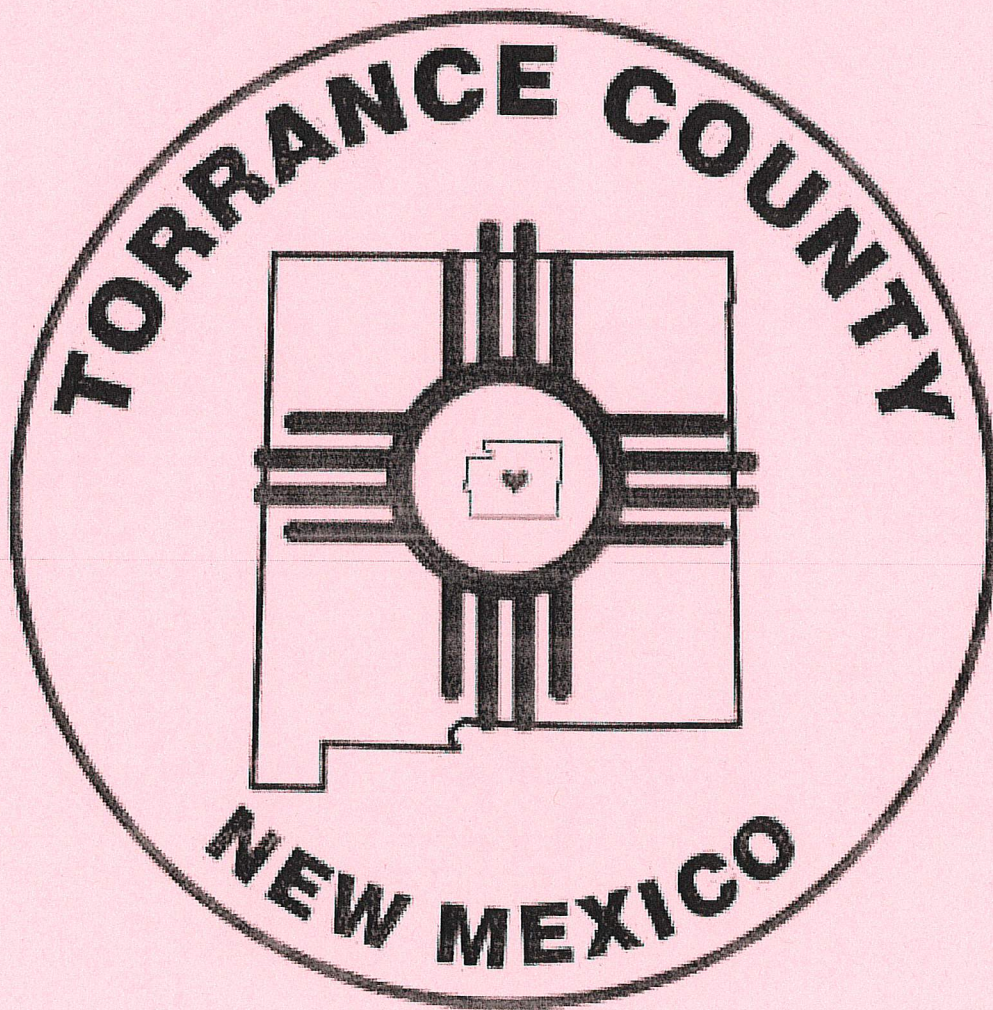
- Excellent
- Good
- Poor
- Very poor

I request that the above item be removed from my departmental fixed assets inventory listing.

Departmental custodian

This item has been removed from the aforementioned inventory.

Noah J. Sedillo, CPO
Fixed Assets



*Agenda Item
No. 11-B*



Torrance County Board of Commissioners
Meeting 8/12/2020
Item 11B

Department: **Finance**
Prepared By: **J. Oliver**

Title: FINANCE: Motion to approve 2019 Audit Report, Resolution No. 2020- _____

Action: Approve The 2019 Audit Report.

Summary: DFA is requiring the governing body to approve the audit report by resolution to show evidence that it has been presented to the governing body. The Audit report was presented in June. At that time, the county was not aware of DFA requiring the resolution.

Significant Issues: There are no future audit ramifications from not have the resolution. DFA may have some issues if we do not turn in the resolution.

Financial: None that are foreseen.

Staff Recommendation: Approval



TORRANCE COUNTY
RESOLUTION # 2020-

ACCEPTANCE AND APPROVAL OF THE FY2019 AUDIT

WHEREAS, Torrance County is required by statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2019; and,

WHEREAS, the Torrance County Board of County Commission has directed the accomplishment of the audit for FY19 be completed; and,

WHEREAS, this audit has been completed and presented to the Torrance County Board of County Commission per the March 3, 2020 Letter from the Statue Auditor authorizing release of the FY19 audit.

WHEREAS, NMAC 2.2.2.10 (M) (4) provides in pertinent part that “Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;” and,

NOW THEREFORE, BE IT RESOLVED, that the Torrance County Board of County Commission does hereby accept and approve the completed audit report and findings as indicated within this document.

ACCEPTED AND APPROVED this 12th day of August 2020 in regular session by the Torrance County Board of County Commission, at Estancia, Torrance County, New Mexico.

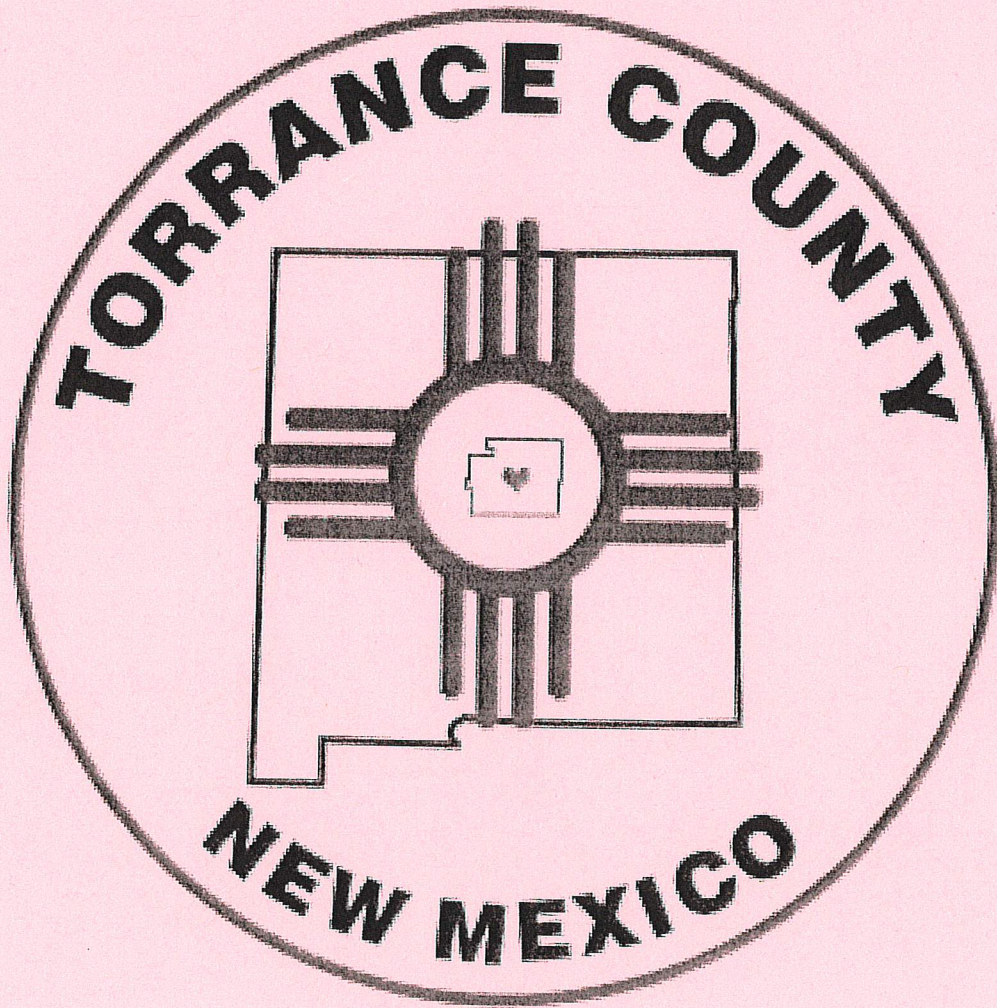
Attest:

Kevin McCall, District 1

Ryan Schwebach, District 2

County Clerk

Javier E. Sanchez, District 3



*Agenda Item
No. 11-C*



Torrance County Board of Commissioners
Meeting 8/12/2020
Item 11C

Department: Manager
Prepared By: Janice Y. Barela
Cheryl Allen

Title: Motion to approve a the Southern Torrance County Economic Development Plan and execute Resolution 2020_____.

Sponsor:

Grants Department

Action:

Request to approve the Southern Torrance County Economic Development Plan

Summary:

Sites Southwest presented the Draft Southern Torrance County Economic Development Plan (STCEDP) during the May 27, 2020, Commission Meeting. Deadline to provide comments on the draft was extended to June 24, 2020, due to COVID, with presentation of final draft planned for July 8, 2020. Torrance County Website was updated to reflect changes. Grant Coordinator updated Mary Finney, NMFA, regarding new deadline and presentation date and received their blessing on new deadline and presentation date. Draft was forwarded to NMFA at their request. Sites Southwest sent email update to stakeholders. Grant Coordinator began calling stakeholders to solicit comments about the draft. Deputy County Manager called Land Grant representatives Leo Chavez, Norman Gonzalez, Andrew Gutierrez, Juan Sanchez, and Jason Quintana, inviting them to respond to the draft. None of these stakeholders have responded as of July 6, 2020.

County Manager approved additional review time, extending the deadline to July 8, 2020, with Sites Southwest presenting the final draft at the July 22, 2020, Commission Meeting. Grant Coordinator notified Sites Southwest and NMFA of extension request. NMFA gave approval but stated that this extension will be the last one they will approve.

At the July 22, 2020, Commission Meeting, Commissioner Sanchez requested additional time for review of the draft plan, requesting the new deadline for review and comments to be August 1, 2020. Extension was granted. Three comments were received during the extension. All comments received throughout the entire review process were incorporated into the final plan. Grant Manager Cheryl Allen worked with Sites Southwest staff members Rosemary Dudley and Phyllis Taylor during the final comment integration period from Monday, August 3, through Wednesday, August 5. Revisions were facilitated through email and two Comment Integration meetings held on Monday and Tuesday August 3 and 4, using Microsoft Teams and with screen sharing. Interim County Manager Janice Barela and County Attorney John Butrick were consulted as necessary.

Significant Issues:

- Three comments were received during the review period extended to August 1, 2020.
- Comments were integrated during a collaborative effort between Torrance County and Sites Southwest.
- Based off comments received, significant changes were made to the preface and sections pertaining to the land grants and Willard.

Financial:

- The Professional Services Contract Torrance County entered into with Sites Southwest, LLC, states that they will be paid in four (4) even payments of (\$12,496.25 + NMGRT), to be invoiced according to the four (4) milestones:
 - o Final stakeholder public meeting/workshop completed (paid \$13,480.33 on 2/25/2020);
 - o Draft economic development plan submitted to Torrance County Grant Coordinator (paid \$13,480.33 on 3/17/2020);
 - o Final economic development plan approved by the Board of County Commissioners; and
 - o Final economic development plan approved by NMEDD.
- Total amount payable to the Sites Southwest under their contract with the County, including gross receipts taxes and expenses, shall not exceed a total of (\$49,985 + NMGRT).

Staff Recommendation:

Approve final version of the Southern Torrance County Economic Development Plan.

**TORRANCE COUNTY
BOARD OF COUNTY COMMISSIONERS
RESOLUTION NO. 2020-_____**

**A RESOLUTION APPROVING THE SOUTHERN TORRANCE COUNTY
ECONOMIC DEVELOPMENT PLAN 2020**

WHEREAS, the Board of County Commissioners has developed an economic development plan for southern Torrance County, funded in part by a grant from the Local Government Planning Fund of the New Mexico Finance Authority, and prepared by Sites Southwest under a Professional Services Contract, RFP TC-FY20-01, as approved, adopted and passed by the Board of County Commissioners August 28, 2019; and

WHEREAS, Sites Southwest met with southern Torrance County community stakeholders and representatives on three separate occasions on November 19, 2019, in Torreon, November 20, 2019, in Estancia, and December 9, 2019, in Encino to assess unique characteristics and challenges in each community in southern Torrance County and completed a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis and exercise with community stakeholders and representatives at these meetings; and

WHEREAS, Sites Southwest subsequently met again on January 14, 2020, in Estancia with southern Torrance County community stakeholders and representatives to discuss economic development generally, tourism, agriculture, and infrastructure; and

WHEREAS, Sites Southwest met with the County Fair Board and toured the County Fairgrounds to identify the long-term vision and implementation strategy for that vision at the County Fairgrounds; and

WHEREAS, Sites Southwest submitted a draft economic development plan to the Torrance County Grant Coordinator that meets the State of New Mexico's Local Economic Development Act (LEDA) requirements and meets the requirements set forth in the grant application Scope of Work and in the Sites Southwest contract Scope of Work; and

WHEREAS, Sites Southwest submitted the draft of the Southern Torrance County Economic Development Plan 2020 for public and Board input on May 27, 2020; and

WHEREAS, the draft of the Southern Torrance County Economic Development Plan 2020 was made available for public comment through August 1, 2020; and

WHEREAS, Sites Southwest incorporated public input into the final version of the Southern Torrance County Economic Development Plan 2020 that provides a working document for the County and community stakeholders and representatives.

NOW, THEREFORE BE IT RESOLVED that the Torrance County Board of County Commissioners hereby approves the Southern Torrance County Economic Development Plan 2020.

CONTINUATION PAGE 2, RESOLUTION NO. 2020-_____
Approval of the Southern Torrance County Economic Development Plan

DONE THIS 12th DAY OF August, 2020.

APPROVED AS TO FORM ONLY:

BOARD OF COUNTY COMMISSIONERS

County Attorney

Date

Ryan Schwebach, Chair

Javier Sanchez, Vice Chair

Kevin McCall, Member

ATTEST:

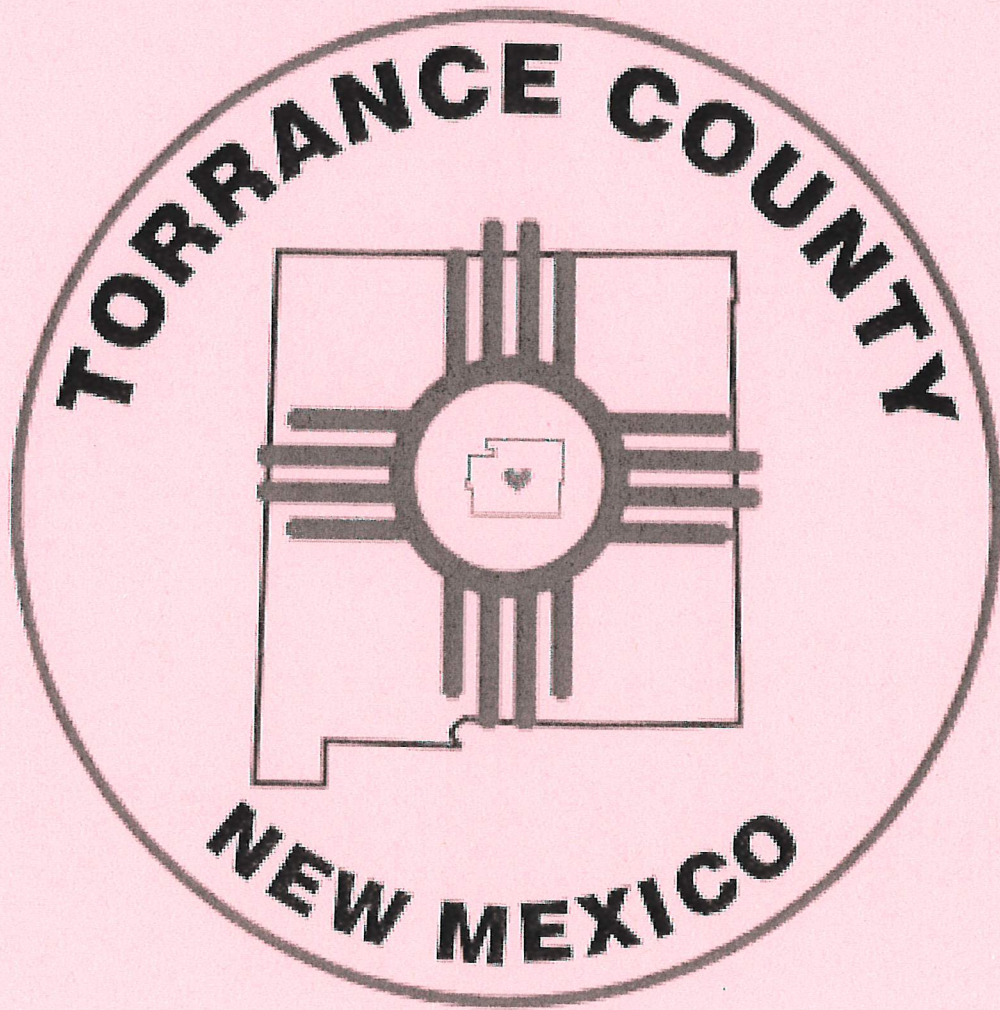
Linda Jaramillo, County Clerk

Date: _____

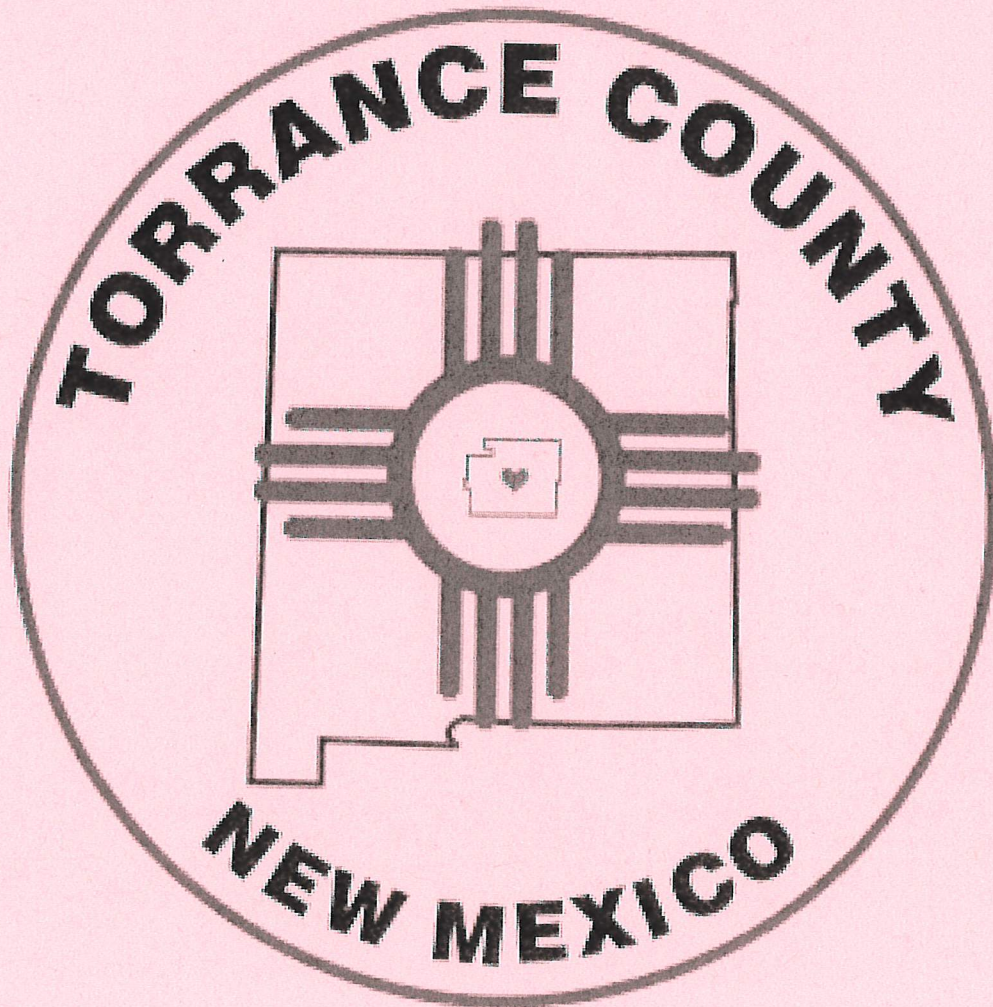
Due to its large size, the *Southern Torrance County Economic Development Plan 2020* is available from the Grants Department webpage:

<https://www.torrancecountynm.org/departments/grant-coordinator>.

The file is saved at a lower resolution to aid viewing and download. Images may appear grainy.



Agenda Item
No. 11-D



Agenda Item
No. 12-A

Amendment No. 2

PROFESSIONAL SERVICES CONTRACT FOR TORRANCE COUNTY

RFP TC-FY20-03

Juvenile Justice Continuum Coordinator

THIS AMENDMENT is entered by and between the County of Torrance, hereinafter referred to as "County," and Rebecca Armstrong, hereinafter referred to as the "Contractor."

1. Contractor agrees she shall abide by the budget established by the New Mexico Children, Youth and Families Department, hereinafter referred to as "CYFD," within the Continuum of Graduated Sanctions Agreement No. 21-690-3200-20847, between CYFD and the County, and as described in "RFP TC-FY20-03 Juvenile Justice Continuum Coordinator Agreement," hereinafter referred to as "Agreement."
2. **Section 3. Limitation of Cost** of this Agreement is hereby amended to delete the current language and insert in lieu thereof the following:

"3. Limitation of Cost

The total amount of the monies appropriated to the Contractor and made payable to the Contractor under this Agreement, excluding gross receipt taxes, but including expenses for travel to designated meetings and trainings, shall not exceed thirty-four thousand dollars and zero cents (**\$34,000.00**) for any fiscal year period and as approved by CYFD.

3. **Section 4a. Compensation** of this Agreement is hereby amended to delete the current language and insert in lieu thereof the following:

"a. The total amount payable to the Contractor under this Agreement, excluding gross receipts tax and expenses other than travel expenses described in Section 3 (Limitation of Cost), shall not exceed \$34,000.00 for any fiscal year period and as approved by CYFD."

4. **Attachment 2 - Budget** of this Agreement is hereby amended to delete the current language and insert in lieu thereof the following:

Attachment 2 - Budget
Torrance County
Juvenile Justice Continuum Coordinator

Professional Services: Maximum compensation during any fiscal year period for Juvenile Justice Continuum services	\$33,000
Travel: Mileage reimbursement and per diem for attending two closest New Mexico Juvenile Justice Advisory Committee (JJAC)/Coordinator meetings during any fiscal year period	\$1,000
Total Budget	\$34,000

IN WITNESS WHEREOF, the County and the Contractor have caused this Agreement No. 2 to be executed and to become effective when signed by both parties.

By: _____ Date: _____
Contractor

Printed Name: _____
Address: _____

By: _____ Date: _____
Torrance County Manager

Printed Name: Janice Barela

Address: 205 S Ninth Street; Estancia, NM 87016

By:

Torrance County Purchasing Officer

Date: _____

Printed Name: Noah J. Sedillo

Address: 205 S Ninth Street; Estancia, NM 87016

By:

Torrance County Attorney

Date: _____

Printed Name: John M. Butrick

Address: 205 S Ninth Street; Estancia, NM 87016

PROFESSIONAL SERVICES CONTRACT FOR TORRANCE COUNTY

RFP TC-FY20-03

Juvenile Justice Continuum Coordinator

THIS AGREEMENT is entered by and between the County of Torrance, hereinafter referred to as "County," and Rebecca Armstrong, whose address is 8 Mesa Linda Drive, Edgewood, NM 87015, hereinafter known as the "Contractor" and/or "Continuum Coordinator."

WHEREAS, the County of Torrance is the government entity in Torrance County receiving and administering funds from the New Mexico Children, Youth and Families Department, herein after referred to as CYFD, to develop programs/services which provide non-secure alternatives to detention for juvenile offenders in the County; and,

WHEREAS, the terms of said agreement require compliance with all applicable Federal and State laws, rules, and regulations, and

WHEREAS, there is an on-going need for professional services necessary to perform the Statement of Work as set out herein; and,

NOW THEREFORE, the County and the Contractor in consideration of mutual covenants and agreements herein contained, do hereby agree as follows:

1. Period of Agreement

This Agreement shall become effective upon approval of the Board of County Commissioners, herein after referred to as the "Board," and shall automatically renew on July 1, 2021 for two (2) additional one-year terms, expiring on June 30, 2023, unless terminated pursuant to Article 5 or Article 9, infra.

2. Statement of Work

The Contractor shall provide the program of services as set forth in the statement of work, which is attached hereto as "**Attachment 1 – Statement of Work**" and incorporated herein by reference, unless amended or terminated pursuant to Article V or Article IX, infra.

3. Limitation of Cost

The total amount of the monies appropriated to the Contractor and made payable to the Contractor under this Agreement, excluding gross receipt taxes, but including expenses for travel to designated meetings and trainings, shall not exceed thirty-three, thousand nine hundred dollars and zero cents (**\$33,900.00**) for a 12-month period and as approved by CYFD. The annual budget is attached hereto as "**Attachment 2 – Budget**" and incorporated herein by reference.

4. Compensation

- a. The total amount payable to the Contractor under this Agreement, excluding gross receipts tax and expenses, shall not exceed \$33,900.00 for a 12-month period and as approved by CYFD. Payments shall only be made as outlined in the budget which is made part of this Agreement as "**Attachment**

2-Budget. This amount is a maximum and not a guarantee that the work assigned to Contractor under this Agreement to be performed shall equal the amount stated herein.

- b. The County shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the "**Attachment 1 – Statement of Work.**" The New Mexico gross receipts tax levied on the amounts payable under this Agreement shall be paid by the County to the Contractor. All Juvenile Justice Advisory Council (JJAC) invoices for payment by the County to the Contractor **MUST BE** received by the County no later than five (5) days after the end of the month. All Program Invoices for payment by CYFD to the County **MUST BE** received by the County no later than thirteen (13) days after the end of each month and the termination of the Fiscal Year in which the services were delivered. Invoices received after such date **WILL NOT BE PAID.**
- c. Contractor must submit a detailed statement of accounting for all services performed and expenses incurred. If the County finds that the services are not acceptable, within thirty (30) days after the date of receipt of written notice from the Contractor that payment is requested, the County shall provide the Contractor a letter of exception explaining the defect or objection to the services and outlining steps the Contractor may take to provide remedial action. Upon certification by the County that the services been rendered and are acceptable, payment shall be tendered to the Contractor within thirty (30) days after the date of acceptance.

5. Appropriations

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico and CYFD for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature and CYFD, this Agreement shall terminate immediately upon written notice being given by the County to the Contractor. The County's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the County proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor

The Contractor and its agents and employees are independent contractors performing professional services for the County and are not employees of the County. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of County vehicles, or any other benefits afforded to employees of the County as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including, without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the County unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Campaign Disclosure.

The Contractor shall submit a signed Campaign Contribution Disclosure form included with RFP TC-FY20-03, Appendix F.

8 Return of Funds

Upon termination of this Agreement, or after the services provided for herein have been rendered, surplus money, if any, shall be returned by the Contractor to the County.

9. Termination of Agreement

- a. This agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination. The provision is not exclusive and does not waive other legal rights and remedies afforded the County or state of New Mexico in cases including, but not limited to, contractor's default/breach of contract.
- b. The County reserves the right to immediately terminate the Agreement for cause.

10. Maintenance of Records

The parties shall provide for strict accountability of all monies made subject to this Agreement. The Contractor shall maintain all program reports and detailed time and expenditure records that indicate the date, time, nature and cost of services rendered during the Agreement's term and effect. These records shall be maintained by the Contractor for three (3) years from the date of final payment under this Agreement and submitted to the County on a monthly basis. The County will maintain these records in a centralized location for a period of seven (7) years from the date of final payment. The records shall be subject to inspection by the County, the Department of Finance and Administration, and the State Auditor. The County shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payments.

11. Confidentiality

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual, entity, or organization by the Contractor without the prior written approval of the County.

12. Product of Service -- Copyright

All materials developed or acquired by the Contractor under this Agreement shall become the property of the County and shall be delivered to the County no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

13. Conflict of Interest; Governmental Conduct Act.

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under this Agreement.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978. Without in any way limiting the generality of the foregoing, the Contractor specifically represents and warrants that:

- 1) in accordance with Section 10-16-4.3 NMSA 1978, the Contractor does not employ, has not employed, and will not employ during the term of this Agreement any County employee while such

employee was or is employed by the County and participating directly or indirectly in the County's contracting process;

2) this Agreement complies with Section 10-16-7(B) NMSA 1978 because (i) the Contractor is not a public officer or employee of the County; (ii) the Contractor is not a member of the family of a public officer or employee of the County; (iii) the Contractor is not a business in which a public officer or employee or the family of a public officer or employee has a substantial interest; or (iv) if the Contractor is a public officer or employee of the County, a member of the family of a public officer or employee of the County, or a business in which a public officer or employee of the County or the family of a public officer or employee of the County has a substantial interest, public notice was given as required by Section 10-16-7(B) NMSA 1978 and this Agreement was awarded pursuant to a competitive process;

3) in accordance with Section 10-16-8(C) NMSA, (i) the Contractor is not, and has not been represented by, a person who has been a public officer or employee of the County within the preceding year and whose official act directly resulted in this Agreement and (ii) the Contractor is not, and has not been assisted in any way regarding this transaction by, a former public officer or employee of the County whose official act, while in County employment, directly resulted in the County's making this Agreement;

4) in accordance with Section 10-16-13 NMSA 1978, the Contractor has not directly participated in the preparation of specifications, qualifications or evaluation criteria for this Agreement or any procurement related to this Agreement; and

5) in accordance with Section 10-16-3 and Section 10-16-13.3 NMSA 1978, the Contractor has not contributed, and during the term of this Agreement shall not contribute, anything of value to a public officer or employee of the County.

C. Contractor's representations and warranties in Paragraphs A and B of this Article 13 are material representations of fact upon which the County relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the County if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 13 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article 13 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the County and notwithstanding anything in the Agreement to the contrary, the County may immediately terminate the Agreement.

D. All terms defined in the Governmental Conduct Act have the same meaning in this Article 13(B).

14. Bribes, Gratuities and Kickbacks Prohibited.

Bribes, gratuities, and kickbacks are expressly prohibited. This contract incorporates by reference, as if fully stated herein, the applicable criminal laws prohibiting bribes, gratuities and kickbacks, including but not limited to, §13-1-191, §30-24-1, §30-24-2, §30-41-1, §30-41-2, and §30-41-3. NMSA 1978.

15. Amendments

This Agreement shall not be altered, changed, or amended except by an instrument, in writing, executed by the parties hereto and all other required signatories.

16. Merger

This Agreement 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 this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

17. Assignment

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the County.

18. Penalties for Violation of Law

The Procurement Code, Sections 13-1-28 through 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 kickbacks.

19. Liability

Each party shall be solely responsible for fiscal or other sanctions occasioned as a result of its own violation or alleged violation or requirements applicable to the performance of the Agreement. Each party shall be liable for its actions according to this Agreement subject to the immunities and limitations of the New Mexico Tort Claims Act, Sections 41-4-1, et. Seq., NMSA 1978, as amended.

The County shall not be liable to the Contractor, or the Contractor's successors, heirs, administrators, or assigns, for any loss, damage, or injury, whether to Contractor's person or property, occurring in connection with Contractor's performance of Contractor's duties according to this Agreement. Contractor shall hold the County harmless from all loss, damage, and injury, including court costs and attorney fees, incurred by the County in connection with the performance by Contractor of Contractor's duties according to this Agreement. The Contractor shall defend, indemnify and hold harmless the County from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the County and the New Mexico Association of Counties by certified mail.

20. Sub-Contracts

The Contractor shall be ultimately responsible for all items enumerated in Attachment 1 of this Agreement. The Contractor shall seek advance approval from the County of all Sub-contracts, including qualifications and job descriptions for any professional service sub-contract.

21. Release

Final payment of the amounts due under this Agreement shall operate as a release of the County, its officers, and employees from all liabilities, claims, and obligations whatsoever arising from or under this Agreement.

22. Insurance

The Contractor shall obtain and maintain at all times during the term of this contract, a general and professional liability insurance policy issued by an insurance company licensed to do business in the State of New Mexico. The policy shall include liability insurance coverage provided in the amount of at least \$100,000 for damage to or destruction of property arising out of a single occurrence; \$300,000 to any person for any number of claims arising out of a single occurrence for all damages other than property damage; or \$500,000 for all claims arising out of a single occurrence. The policy shall be secured by the Contractor within thirty (30) days of the effective date of this current contract.

The Contractor shall provide professional liability insurance for any of its Employees that may assist in the performance of services pursuant to this Agreement, in accordance with the provisions of the New Mexico Tort Claims Act, Section 41-4-1 et seq., NMSA 1978 as amended.

23. Equal Opportunity Compliance

The Contractor agrees to abide by all federal, state and county laws and rules and regulations, pertaining to equal employment opportunity. In accordance with all such laws, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

24. Workers' Compensation

The Contractor agrees to comply with state laws, rules, and regulations applicable to workers' compensation benefits for its employees. If the Contractor fails to comply with the Workers' Compensation Act, §52-1-1, et. seq., and applicable rules and regulations when required to do so, this Agreement may be terminated by the County.

25. Severability

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

26. Enforcement of Agreement

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

27. Authority

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

28. Lobbying Certification

The Contractor, by signing below, certifies to the best of his/her knowledge and belief, that:

No federal appropriated funds have been paid or will be paid by or on the behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any County, a member of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any County, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit a Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. The undersigned shall require that the language of this certification be included in the award document for sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of facts upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. (United States Code). Any person who fails to file the required certification shall be subject to a civil penalty of **not less than \$10,000.00 and not more than \$100,000.00 for each such failure.**

IN WITNESS WHEREOF, the County and the Contractor have caused this Agreement to be executed, and said Agreement to become effective when signed by both parties.

By: Rebecca Armstrong
Contractor

Date: 11-21-2019

Printed Name: Rebecca Armstrong
Address: 8 Mesa Linda Dr. Edgewood, NM 87015

By: 
Torrance County Manager

Date: 12/9/19

Printed Name: Wayne Johnson
Address: 205 S Ninth Street; Estancia, NM 87016

By: [Signature]
Torrance County Purchasing Officer

Date: 11/26/19

Printed Name: Noah J. Sedillo
Address: 205 S Ninth Street; Estancia, NM 87016

By: [Signature]
Torrance County Attorney

Date: 12-5-19

Printed Name: John Butrick
Address: 205 S Ninth Street; Estancia, NM 87016

BOARD OF COUNTY COMMISSIONERS

APPROVED, ADOPTED AND PASSED on this 5th day of December, 2019.

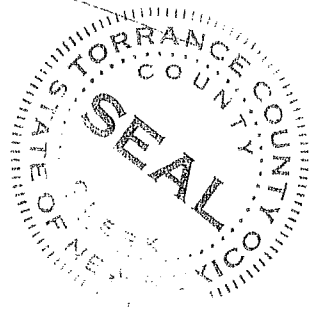
[Signature]
Ryan Schwebach
Chairman, District II

Attest:

[Signature]
Linda Jaramillo
Torrance County Clerk

[Signature]
Kevin McCall
Commissioner, District I

[Signature]
Javier Sanchez
Commissioner, District III



Attachment 1 – Statement of Work

Torrance County

Juvenile Justice Continuum Coordinator

The Torrance County Board of County Commissioners, herein after known as "Board," is contracting for a Juvenile Justice Continuum Coordinator, herein after known as the "Continuum Coordinator" or "Contractor," who will work to coordinate and support the Estancia Valley Youth & Family Council (EVYFC), its programs, and its relationship with other agencies, and the local and state community. The goal of the EVYFC is to decrease incidences of juvenile delinquency in the community while increasing emphasis on prevention and early intervention. Work is performed as a contract, and the Continuum Coordinator is required to provide the necessary equipment needed to perform the job. The Continuum Coordinator ensures compliance with contractual requirements between the County of Torrance, herein after referred to as "County," Children Youth and Families Department (CYFD), and the EVYFC. The Continuum Coordinator will complete reports, collect and verify data, work with the County to submit grant applications as necessary, and foster relationships within the community that will benefit at-risk youth and their families. The Continuum Coordinator will strive to recruit youth who will participate in the activities of the EVYFC. The Continuum Coordinator is responsible for submitting invoices to the County and CYFD and guarantees the accuracy of these and all submitted documents. The Contractor takes direction and supervision from the County, and receives operational guidance from the EVYFC. The contract will be executed, amended, or terminated, by the approval of the Board.

BUDGET

The Statement of Work is for a 30-hour per week position for 50 weeks during a 12-month period (\$22/hour x 1500 hours). A budget including professional services shall not exceed \$33,900.00 The County will pay NM GRT (see Attachment 2 – Budget).

ESSENTIAL FUNCTIONS

Duties and Responsibilities of the Continuum Coordinator

1. Ensure the EVYFC, and any programs developed by it, fulfills all goals, objectives, and activities as agreed upon by the County and CYFD. Supervise subcontracted service providers to coordinate/oversee the programmatic delivery of subcontract requirements including, but not limited to, the local Boys Council and Girls Circle;
2. Organize, coordinate, and provide staff support for the EVYFC and any development activities in conjunction with the EVYFC Chairperson. This includes preparing meeting agendas, handouts, minutes, and presentations; coordinating an annual work session for EVYFC; expanding current services to include new venues; researching potential new evidence-based programs/services to determine feasibility and implementation strategies, and then facilitating implementation; and ensuring the continuity of information between EVYFC, its members, the County, CYFD, and the community.
3. Inform CYFD's Program Manager of the date of each EVYFC meeting and submit a copy of the written minutes of each meeting, within thirty (30) days of the meeting;
4. Include and reference the CYFD and EVYFC logo in any correspondence and media communications.
5. Submit to the County monthly requests for reimbursement of contractor and subcontractor services by the fifth (5) day of the following month, which the County shall review prior to submission to the CYFD Program Manager. Contractor will receive a once per month payment by the twelfth (12) of each month.

Failure to submit such financial reports may result in notice to the Contractor of non-availability of funds and/or the denial of payment.

6. Submit requests for reimbursement by the due date of the fifteenth (15) day of the following month, unless otherwise approved by CYFD's Program Manager, in advance. Such requests will be submitted on CYFD Program Invoice and Expenditure Report forms, signed and dated by an authorized agent of the County. Failure to submit such financial reports may result in notice to the Contractor of non-availability of funds and/or the denial of payment.
7. Provide data reports as required by CYFD and the federal government, corresponding to the activities described in this Statement of Work and the Statement of Work produced by CYFD. Such reports will be submitted in a report format supplied by CYFD. These data reports will be submitted to the County by the fifth (5) of each month, and the County shall review prior to submission to the CYFD Program Manager. Data shall be submitted to CYFD by the due date of the fifteenth (15) day of the following month, unless otherwise approved by CYFD's Program Manager, in advance. Failure to submit such programmatic data and financial reports may result in notice to the Contractor of non-availability of funds and/or the denial of payment.
8. Attend meetings as required by the County and/or CYFD.
9. Complete field work required in conducting community relations activities and juvenile delinquency diversion programs and prevention programs.
10. Complete minimal out-of-town travel as required by the County and/or CYFD.
11. Participate and agree to periodic on-site monitoring visits by the County and/or CYFD upon reasonable notice to the Contractor prior to each visit.
12. Submit to CYFD a written "Final Report," following review and approval by the County, no later than 30 days after the termination of this Agreement and such other reports deemed necessary by CYFD. The Final Report shall contain at a minimum, but not be restricted to:
 - a. accomplishments/milestones achieved during this Agreement period;
 - b. reporting on program specific performance measures and related outcomes;
 - c. statements regarding obstacles and progress made;
 - d. continuing development and improvement of the Comprehensive Strategic Plan for the continuum programs and services; and
 - e. plan for sustainability of programs/services.

MINIMUM QUALIFICATIONS FOR INDIVIDUALS, COMBINED ENTITIES, NON-PROFITS, OR 501(C)(3) ORGANIZATIONS:

The following qualifications apply to individuals or the entity types listed immediately above. Entities may meet the qualifications by illustrating that the current personnel team meets the minimum qualifications in sum. Entities applying to act as Continuum Coordinator should provide a detailed explanation of which individuals will complete the various duties and how those individuals meet certain portions of the qualifications such that the total personnel team meets the full set of minimum qualifications. Entities should also provide an operational budget and organizational chart as part of the application.

1. High School Diploma or equivalent and experience in project management, public relations, and two years supervisory/management experience;
2. Demonstrated knowledge of accounting, administration, governmental policies; time management, policy and program development, public speaking, and writing, including proposals and reports;

3. Demonstrated ability to integrate coalitions; communicate effectively; and develop, organize and implement community and public relations programs and policies;
4. Effectively work with media outlets in disseminating information about community programs;
5. Demonstrate ability to organize and facilitate meetings of volunteers and/or community leaders, and prepare meeting agendas and minutes;
6. Proof of general and professional liability insurance; and New Mexico CRS and Data Universal Numbering System (DUNS) numbers.
7. Skill in communicating effectively both orally and in writing;
8. Skill in establishing and maintaining effective working relationships with government entities, law enforcement officials, the general public, and peers.
9. Applicants must also meet the following requirements:
 - a. Be at least twenty-one (21) years of age;
 - b. Be a United States Citizen;
 - c. Have a valid New Mexico driver's license;
 - d. Not have been convicted of a felony or any domestic violence conviction or other crime involving moral turpitude;
 - e. Submit to a thorough background investigation;
 - f. No DUI convictions within the last five years; and be willing to complete drug and alcohol testing according to Torrance County policy to fill this safety sensitive position.
 - g. Be proficient with keyboarding, computer systems, and software including Microsoft Excel and Word;
 - h. Abide by the Torrance County Employee Code of Conduct.

PREFERRED QUALIFICATIONS:

1. Demonstrated ability to conduct program strategic planning and mission development, evaluate program effectiveness based on stated goals and objectives, and prioritize efforts as allowed by funding;
2. Demonstrated knowledge of underage substance abuse issues, juvenile justice, and delinquency prevention issues in New Mexico to include prevention, public information and education, law enforcement, screening, substance abuse treatment, compliance monitoring, and alternative sentencing;
3. Demonstrated knowledge of local government processes for the procurement of services and goods, ability to develop and negotiate scope of services for professional service contracts, and ability to monitor contractors in meeting grant and contractual obligations;
4. Demonstrated ability to secure grant funding for local government EVYFC programs, knowledge of funding sources for EVYFC program activities and programs, working relationships with key personnel in state agencies instrumental in Community Action Board-related issues, and experience with legislative processes relative to laws and program funding in New Mexico;
5. Demonstrated ability to interact positively with local school systems on all juvenile justice issues; and
6. Associate or Bachelor's Degree.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This position is funded by a combination of County, State, and Federal grant funds. Accordingly, the position is subject to the availability and authorization of funding.

Attachment 2 – Budget

Torrance County

Juvenile Justice Continuum Coordinator Budget

Professional Services: Maximum compensation during a 12-month period for Juvenile Justice Continuum Coordinator services	\$33,000
Travel: Mileage reimbursement and per diem for attending two closest New Mexico Juvenile Justice Advisory Committee (JJAC)/Coordinator meetings	\$900
TOTAL BUDGET	\$33,900



Amendment No. 1

PROFESSIONAL SERVICES CONTRACT FOR TORRANCE COUNTY

RFP TC-FY20-03

Juvenile Justice Continuum Coordinator

THIS AMENDMENT is entered by and between the County of Torrance, hereinafter referred to as "County," and Rebecca Armstrong, herein after known as the "Contractor."

1. Sole Provider

Contractor agrees that she will be the sole provider to serve as the Juvenile Justice Continuum Coordinator for the County. The Contractor agrees payment for her services as Juvenile Justice Continuum Coordinator will be made by the County to VIA Homes & Development, LLC, herein after known as "VIA Homes," located at 8 Mesa Linda Dr., Edgewood, NM 87015, CRS #: 03-082310-00-2, of which Contractor is identified as an organizer. No other person associated with VIA Homes, including but not limited to VIA Homes itself, will provide services as specified in this contract or as listed in the Statement of Work.

IN WITNESS WHEREOF, the County and the Contractor have caused this Agreement to be executed, and said Agreement to become effective when signed by both parties.

By: Rebecca Armstrong Date: 11/26/2019
Contractor

Printed Name: Rebecca Armstrong
Address: 8 Mesa Linda Drive Edgewood, NM 87015

By: [Signature] Date: 12/9/19
Torrance County Manager

Printed Name: Wayne Johnson
Address: 205 S Ninth Street; Estancia, NM 87016

By: [Signature] Date: 11/26/19
Torrance County Purchasing Officer

Printed Name: Noah J. Sedillo
Address: 205 S Ninth Street; Estancia, NM 87016

C

C

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By: *John M. Butrick*
Torrance County Attorney

Date: 12-5-19

Printed Name: John Butrick
Address: 205 S Ninth Street; Estancia, NM 87016

BOARD OF COUNTY COMMISSIONERS

APPROVED, ADOPTED AND PASSED on this 5th day of December, 2019.

Ryan Schwebach
Ryan Schwebach
Chairman, District II

Javier Sanchez
Javier Sanchez
Vice Chairman, District III

Kevin McCall
Kevin McCall
Commissioner, District I

Attest:

Linda Jaramillo
Linda Jaramillo
Torrance County Clerk





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APPENDIX F

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"Applicable public official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed



proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official’s behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

“Pendency of the procurement process” means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Prospective contractor” means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: _____ (Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____



Nature of Contribution(s)

Purpose of Contribution(s)

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Rebecca Armstrong
Signature

11-14-2019
Date

Title (Position)

State of New Mexico
CHILDREN, YOUTH and FAMILIES DEPARTMENT

MICHELLE LUJAN-GRISHAM
GOVERNOR

HOWIE MORALES
LIEUTENANT GOVERNOR

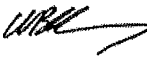


BRIAN BLALOCK
CABINET SECRETARY

TERRY L. LOCKE
DEPUTY CABINET SECRETARY

July 27, 2020

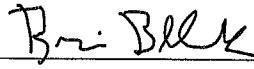
MEMORANDUM FOR DECISION

TO: Brian Blalock, Cabinet Secretary, or Designee
FROM: Bill Kearney, Special Programs Manager 
DATE: July 27, 2020
SUBJECT: Torrance County, Agreement # 21-690-3200-20847 –Subcontractor Approval

This memorandum serves as a request for approval to allow the above-referenced Contractor to utilize the Sub-Contractor identified as Rebecca Armstrong (VIA Homes & Development, Inc.) for Fiscal Year 2021 pursuant to Article XVI. Sub-Contracts of Agreement # 21-690-3200-20847 executed on July 1, 2020 with an effective term through June 30, 2021. Attached is a letter from the Contractor dated July 22, 2020, for your consideration. Verification of DUNS numbers on the SAM website has been completed and the subcontractor is in good standing.

Recommendation by Juvenile Justice Services Division of CYFD:

Permission is granted for Fiscal Year 2021 to the Contractor to utilize Sub-Contractor: Rebecca Armstrong (VIA Homes & Development, Inc.) to provide a portion of services as listed in the attached letter as defined in the Scope of Work of Agreement # 21-690-3200-20847 approved through the Juvenile Justice Services Division.

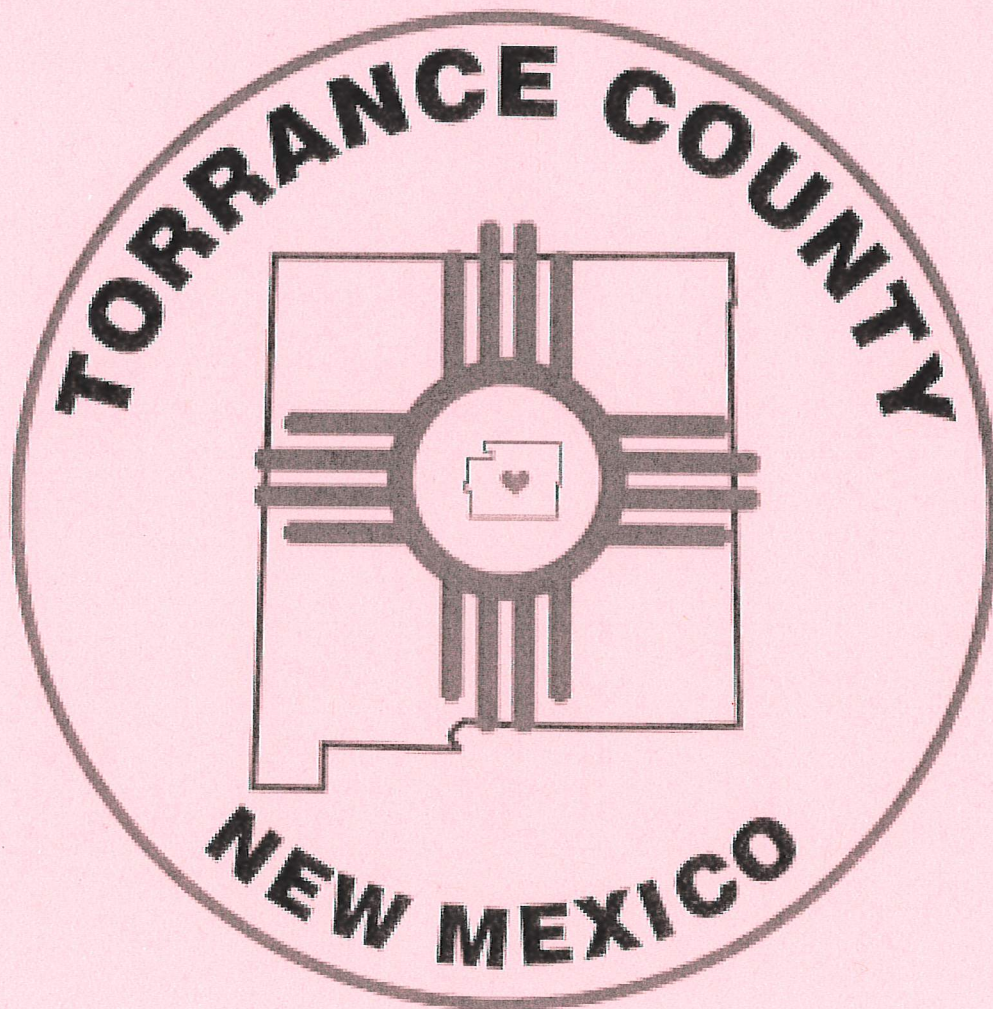
Approved: 
Secretary or Designee

Date: 7/27/2020

Disapproved: _____
Secretary or Designee

Date: _____

JUVENILE JUSTICE SERVICES DIVISION
P.O. DRAWER 5160 • SANTA FE, N.M. • 87502
PHONE: (505) 827-7629 • FAX: (505) 827-8408



*Agenda Item
No. 12-B*

COMMERCIAL LEASE AGREEMENT

THIS LEASE effective this 1st day of September, 2020, by and between the Board of County Commissioners of Torrance County hereafter designated in the singular as Lessor and RVG CASA (“CASA”), hereafter designated in the singular as Lessee.

RECITAL

WHEREAS, the Lessor owns a commercial building at 903a N.5th Street, Estancia New Mexico, 87016 and the Lessee desires to contract with Lessor for the lease of Office space for the operation of the Rio Grande Valley CASA program, (Court Appointed Special Advocates) recruits and trains volunteers to advocate for abused and neglected children in the 7th Judicial Court District which spans Sierra, Socorro and Torrance County. Our Volunteer Coordinators in Torrance County will be using the office space to work on their assigned cases in the county. They have their printers, computers, filing cabinets, and general office supplies in the room we have been renting, and they sometimes use the office to hold meetings, conduct interviews, and attend zoom meetings.

Background Information

Seventh Judicial District Judge Thomas Fitch helped bring this CASA program to the District in 2002. Community members and volunteers from the South West Advocates for Kids (SWAK) decided in January 2002 to take responsibility for CASA activities in the Seventh Judicial District, and thus, Rio Grande Valley CASA was incorporated. A board of directors was appointed, and an office was procured in Socorro. The board of directors applied for and received 501(c) status. In 2004, RGVCASA grew and procured an office in Torrance County, and in 2005, RGVCASA opened an office in Sierra County.

The Seventh Judicial District is 17,499 square miles in size. Geographically, the Seventh Judicial District is the largest district for CASA throughout the United States. The District comprises Socorro County, Sierra County, Torrance County, and northern Catron County.

Like many other regions, this vast, sparsely populated District isn't immune to experiencing shortages in key areas of support, such as in the number of qualified foster homes occasionally, or when essential services to assist the entities and individuals who provide a safety net for neglected and abused children become overburdened. The Seventh Judicial District, however, typically sees our great communities, dedicated volunteers and resourceful professional staff members come together during these times for the benefit of the children served by CASA.

Nonetheless, it is a fact that some children who are placed in State custody are periodically placed in foster homes outside of the District due to a shortage of resources, such as an inadequate number of foster homes within the District. The CASA volunteer who was with that child in the very beginning of the court process involving each child will continue to represent that child, and will travel out-of-district to ensure that these children experience as little trauma as possible from issues beyond their control.

The local Children, Youth & Families Department (CYFD) refers cases to RGVCASA via mail,

email, and telephone. Although there has been high turnover in the CYFD offices and recently in the RGVCASA offices as well, relationships between CASA and CYFD staff and leadership have predominantly remained cordial and collaborative.

IT IS THEREFORE MUTUALLY AGREED AS FOLLOWS:

1.0 Lease and Term.

1.1 Lessor for and in consideration of the covenants and agreements herein contained to be kept and performed by Lessee, and upon the terms and conditions herein contained, does hereby let, lease and demise to Lessee the premises located in the County of Torrance, State of New Mexico, and more particularly described as follows:

903a N. 5th Street,
Estancia, Torrance County, New Mexico 87016.

1.2 The term of this Agreement shall be for a period of one year commencing on August 1, 2020, and ending on June 30, 2021. This Agreement may be renewed for up to three (3) additional one (1) year terms upon written notice by the Lessee within thirty (30) days of expiration of any term.

1.3 That no holding over after the expiration of this Lease, whether with or without the consent of Lessor shall operate to extend or renew this lease, and that any such holding over shall be construed as a tenancy from month to month at the rental which shall have been payable immediately prior to commencement of such holding over.

2.0 Payment.

2.1 Lessee, for and in consideration of the lease and the demise of the premises of Lessor to Lessee, hereby agrees and covenants with Lessor to pay as rent for the premises, without notice or demand, the sum of Two Hundred Fifty Dollars (\$250.00) per month in advance on the first day of each calendar month beginning on August 1, 2020, and thereafter made on the same day of each succeeding month during the term of this agreement with the exception of the last month which will be prepaid.

2.2 All of the rent shall be paid by Lessee to Lessor or Lessor's order in lawful money of the United States to Torrance County, 205 S Ninth Street Estancia, NM 87016, or at such other place as Lessor may designate in writing from time to time for this purpose.

2.3 Any rental installment not paid before the 5th day of the month may carry a late fee of Fifty Dollars (\$50.00), at the Lessor's discretion, and which Lessee agrees to pay on demand, and the failure of Lessee to do so shall constitute a default hereunder.

2.4 If the rental installment is made by check which is returned by the bank for "insufficient funds", the Lessee shall make good the check immediately and pay a sum of Forty Dollars

(\$40) to the Lessor, in addition to any other monies that may be owed.

2.4 TIME IS OF THE ESSENCE HEREIN.

3.0 Security Deposit.

3.1 Upon execution of this Lease Agreement, Lessor acknowledges there is no security deposit required for the substantial and material performance by the Lessee of the terms and conditions contained herein.

4.0 Termination.

4.1 Either party hereto may terminate the Lease Agreement with written notice to the other party no less than sixty (60) days in advance.

4.2 Upon the termination or expiration of this Lease Agreement, the Lessee shall quit and deliver up the premises, peaceably and quietly, in as good order and condition as the same now are or may be put into, reasonable use and wear and damage by the elements excepted, to Lessor or Lessor's heirs, personal representatives, assigns, successors in interest, agents, or attorneys, at the expiration of the term of this lease.

4.3 The Lessee shall surrender all keys to the demised premises within ten (10) days of termination or expiration of this Lease Agreement and failure to do so shall obligate the Lessee to a fee of One Hundred Forty Dollars (\$150.00) for the cost of changing locks to the premises.

5.0 Use of Premises.

5.1 The Lessee shall have the right to use the premises for any lawful purpose, including but not limited to the operation of the Rio Grande Valley CASA program, (Court Appointed Special Advocates) recruits and trains volunteers to advocate for abused and neglected children in the 7th Judicial Court District which spans Sierra, Socorro and Tarrant County. Our Volunteer Coordinators in Tarrant County will be using the office space to work on their assigned cases in the county. They have their printers, computers, filing cabinets, and general office supplies in the room we have been renting, and they sometimes use the office to hold meetings, conduct interviews, and attend zoom meetings and all uses shall comply with all laws and lawful ordinances applicable to the premises. Lessee shall use and occupy the premises in a careful, safe and proper manner for the specified services or other lawful uses and shall not commit any waste or nuisance thereon, and will maintain the premises in a clean, neat and orderly condition. Lessee acquires no interest in any of the premises, equipment, appliances, furniture, fixtures or other property now on the premises or which may be hereafter placed thereon by Lessor, except the right to use same, and will return same at the termination or expiration of this Lease Agreement in as good a condition as at the commencement of this agreement, normal wear and tear incident to proper use thereof and damage by the elements excepted. In the event Lessee is unable to return any such personal property, it shall replace same with similar property of like value or pay the Lessor market value therefor.

6.0 Quiet Enjoyment.

6.1 The Lessee, upon paying the rent and performing the covenants and agreements of this Lease Agreement, shall quietly have, hold and enjoy the demised premises and all rights granted Lessee in this Lease Agreement for the term of this Lease Agreement and for renewals or holdover tenancy, if any.

6.2 Lessor reserves the right of entry for itself, its representatives, agents, and employees for the purpose of examination and inspection of the premises and any property of Lessor located thereon. Said right of inspection shall be exercised at reasonable times.

6.3 The Lessor shall defend the Lessee in the quiet enjoyment and possession of the leased premises during the initial term and any renewal terms of this Lease Agreement.

7.0 Indemnity.

7.1 By entering into this Lease Agreement, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Lease Agreement. Any liability incurred in connection with this agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Sections 41-4-1, *et seq.*, NMSA 1978, as amended. This paragraph is intended only to define the liabilities between the parties hereto and is not intended to modify, in any way, the parties' liabilities as governed by the federal, state, local, or common law of New Mexico Tort Claims Act. The Lessee and its "public employees" as defined in the New Mexico Tort Claims Act, does not waive sovereign immunity, does not waive any defense, and does not waive any limitation of liability pursuant to law. No provision in this Lease Agreement modifies or waives any provision of the New Mexico Tort Claims Act. Any privileges and immunities from liability, exemptions from laws, ordinances and rules, all pension, and relief, disability, workers' compensation and other benefits which apply to the activity of the officers, agents or employees of the Lessee when performing their respective functions within the territorial limits of their respective public agencies, shall apply to them to the same extent while engaged in the performance of any of their functions and duties extraterritorially.

8.0 Insurance.

8.1 The Lessee agrees to obtain and maintain in force for the term of this Lease Agreement public or general liability coverage, casualty coverage, property damage coverage for Lessee's inventory, fixtures, furnishings and other personal property located on the premises in amounts required by law or the Lessee's statutory insurance authority.

8.2 The Lessee shall carry also provide workmen's compensation coverage as may be required by law for the Lessee's statutory insurance authority.

8.3 The Lessor shall maintain property, fire and extended coverage on the building, fixtures and equipment located on the premises and owned by Lessor but shall not be required to maintain such insurance on trade fixtures or equipment of the Lessee.

9.0 Condition of Premises.

9.1 Lessee covenants that it has examined the demised premises in its entirety and that it is, at the time of this Lease Agreement, in good order and repair, in a safe, clean and suitable condition, to the extent the same is evident by visual inspection.

9.2 The Lessee shall keep the interior of the premises in as good order and repair as it is at the date of the commencement of this lease, reasonable wear and tear and damage by accidental fire or other casualty excepted.

9.3 The Lessee shall not make any alterations, additions or improvements whatsoever in or about the premises without first obtaining the written consent of Lessor therefor, and if consent shall be obtained therefor, all such alterations, additions, and improvements shall immediately merge with and become a part of the realty; it is understood, however, that Lessee may remove from the premises upon the expiration of this term all personal property belonging to it which can be removed without materially damaging the premises.

9.4 The Lessee shall provide and maintain fire extinguishers in compliance with local and state regulations.

10.0 Damage to Premises.

10.1 In the event the demised premises shall be damaged or destroyed by fire, or other casualty so insured against, Lessee shall claim no interest in any insurance settlement arising out of any such loss where premiums are paid by Lessor, or where Lessor is named as the sole beneficiary, and shall execute any and all documents required by Lessor or the insurance company or companies that may be reasonably necessary for use in connection with settlement of any such loss.

10.2 If, in the opinion of Lessee, the leased premises are rendered substantially unfit for the occupancy or use herein contemplated by any casualty or peril insured against in a standard fire and extended coverage insurance policy of the type then commonly purchased by the Lessor (such a casualty or peril being hereinafter referred to as an insurable casualty or peril), Lessee at its option may require the Lessor to promptly and diligently restore the leased premises to the condition existing prior to the occurrence of the insurable casualty or peril or may cancel and terminate this lease. If, in the opinion of the Lessee, the leased premises are rendered substantially unfit for the occupancy or use herein contemplated by any casualty or peril other than an insurable casualty or peril, or by any casualty or peril whatever, the Lessee may either restore the leased premises at Lessor's expense or Lessee may terminate this lease effective as of the date of occurrence of the casualty or peril. If, in the opinion of Lessee, the leased premises are not thereby rendered substantially unfit for the occupancy or use herein contemplated, Lessor shall promptly and diligently restore the leased premises at Lessor's expense to the condition existing prior to the occurrence of the casualty or peril; provided, however, in the event the destruction or casualty is the proximate result of the negligent acts or omissions of the Lessee's employees, agents or sublessees, then said restoration shall be at the expense of the Lessee to the extent not otherwise covered by existing insurance policy proceeds.

11.0 Obligations.

11.1 The Lessor shall be responsible for repairing and maintaining the ceiling and interior and exterior walls, keeping all glass, light bulbs or lighting tubes, all plumbing and toilet facilities and other fixtures installed for the general supply of hot and cold water, heat, air-conditioning, and electricity in good order and repair.

11.2 The Lessor shall pay all ad valorem (property taxes) and assessments on the land, buildings and personal property therein owned by Lessor and being leased herein.

11.3 The Lessor shall be responsible for repairs and maintenance of the premises not caused by the negligent or intentional acts or omissions of the Lessee, the Lessee's employees or agents. The Lessee shall give prompt notice to the Lessor of the necessity for any repairs and maintenance that is the responsibility of the Lessor hereunder. Lessor shall not be responsible for any damages to any person or property of the Lessee, Lessee's employees, agents or patrons resulting because of Lessee's failure to give such prompt notification.

11.4 The Lessee shall be liable and agrees to timely pay all license, permit and inspection fees, if any, occupation and personal property taxes or charges assessed on or charged against the premises or the use thereof and shall be liable for and agrees to pay all business expenses incurred in the operation of said business and the use of the premises except such expenses that have been agreed herein to be paid by Lessor. Janitorial services are at the expense of the Lessee.

12.0 Eminent Domain.

12.1 If the demised premises, or any portion thereof, are taken by eminent domain, but leaving the premises usable by the Lessee for the purposes of its business, shall not terminate this Lease Agreement, unless at the Lessee's option, written notice of termination is served upon the Lessor at least thirty (30) days prior to termination.

12.2 The effect of any taking, where the option to terminate is not exercised, will be to terminate the Lease Agreement as to that portion of the demised premises taken and the lease pertaining to the remainder of the demised premises shall remain in full force and effect with the rent or payment reduced in proportion to the total area of the demised premises taken.

13.0 Abandonment.

13.1 If at any time during a term of this Lease Agreement, the Lessee abandons the demised premises, the Lessor may, at its option, enter the demised premises without being prosecuted or liable for damages, to re-let the premises or any part thereof, for the unexpired term of the Lease Agreement and may receive and collect rent for such re-letting and hold the Lessee liable for any difference between the rent that would have been paid under this Lease Agreement and the rent paid upon re-letting.

14.0 Assignment or Subletting.

14.1 This Lease Agreement is personal to Lessee and shall not be assigned in whole or in part, nor shall any rights or privileges herein granted be sold, transferred or assigned without the written consent of Lessor, which shall not be unreasonably withheld.

15.0 Default.

15.1 In the event Lessee shall default in the payment of the monthly rental as provided herein, Lessor shall promptly so notify Lessee in writing, and failure of Lessee to cure such default within ten (10) days after receipt of such notice shall, at the option of the Lessor, work as a forfeiture of this Lease Agreement, or Lessor may enforce performance in any manner provided by law, and Lessor's agent or attorney shall have the right without further notice or demand to re-enter and remove all persons from Lessor's property without being deemed guilty of any manner of trespass and without prejudice to any remedies for arrears of rent or breach of covenant, or Lessor's agent or attorney may resume possession of the property and may re-let the same for the remainder of the term at the best rental such agent or attorney can obtain for the account of Lessee, who shall pay any deficiency, and Lessor shall have a lien as security for such rental upon the fixtures and equipment belonging to Lessee which are on the demised premises.

15.2 In the event Lessee shall default in the performance of any of the terms or provisions of this lease other than the payment of monthly rent, Lessor shall promptly so notify Lessee in writing. If Lessee shall fail to cure such default within thirty (30) days after receipt of such notice, or if the default is of such character as to require more than thirty (30) days to cure and Lessee shall fail to commence to do so within thirty (30) days after receipt of such notice and thereafter diligently proceed to cure such default, then in either such event Lessor may cure such default and such expense shall be added to the rent otherwise due, or Lessor may cancel this Lease Agreement and be entitled to the rights and remedies stated herein.

15.3 In the event Lessor shall default in the performance of any of the terms or provisions of this Lease Agreement, Lessee shall promptly so notify Lessor in writing. If Lessor shall fail to cure such default within thirty (30) days after receipt of such notice, or if the default is of such character as to require more than thirty (30) days to cure and Lessor shall fail to commence to do so within thirty (30) days after receipt of such notice and thereafter diligently proceed to cure such default, then in either such event Lessee may cure such default and such expense shall be deducted from the rent otherwise due or cancel and terminate this lease.

15.4 That all remedies of Lessor hereunder are cumulative and are not exclusive of any other remedy to which Lessor may be lawfully entitled. Lessor's failure to require strict performance of any agreement, covenant, or condition of this Lease, or Lessor's receipt of any lease installment with knowledge or the breach of any agreement, covenant, or condition hereof, shall not be deemed a waiver of such breach and shall not prevent Lessor from thereafter terminating this Lease or otherwise demanding strict performance of its terms either for such breach or for prior or subsequent breaches hereof.

16.0 Utilities.

16.1 The Lessee shall be responsible for arranging and promptly paying electrical, gas, telephone, internet charges incurred in connection with Lessee's use of the premises and to save harmless Lessor therefrom.

16.2 The Lessor shall be responsible for arranging and promptly paying water, sewer and garbage charges at the demised premises.

17.0 Display of Signs.

17.1 The Lessor agrees that signs identifying the Lessee's business may be placed or displayed on the premises, at the expense of the Lessee. Total outside signage shall be limited in area by the applicable codes of ordinances of town of Estancia or Torrance County. Signage shall be professional in appearance and placed at locations designated by the Lessor.

17.2 The Lessor may, within thirty (30) days prior to termination or expiration of this Lease Agreement, display signs declaring the property for rent and show the premises to prospective tenants at reasonable times and under reasonable circumstances so as to ensure the continued confidentiality of the Lessee's clients.

18.0 Notice.

18.1 All notices to be given hereunder or otherwise shall be in writing. Any such notice shall be sufficient if it is deposited in the United States mail, postpaid, certified, return receipt requested, and addressed to the party to whom it is directed at the address specified below:

LESSOR:
Board of County Commissioners of
Torrance County
c/o County Manager
205 Ninth Street
Estancia NM, 87016

LESSEE:

9.0 Subordination of Lease.

19.1 This Lease Agreement and the Lessee's leasehold interests hereunder shall be subject to, subordinate and inferior to any liens or encumbrances including mortgages and other obligations hereafter placed on the demised premises by the Lessor.

19.2 Any purchasers of the leased premises shall take subject to this Lease Agreement and the Lessee's rights hereunder, including any extensions or renewals thereof.

20.0 Relationship of Parties.

20.1 The parties hereto are independent public agencies and will not be deemed to be partners, joint ventures or agents of each other for any purpose. The parties intend that a Lessor - Lessee relationship will be created by this contract.

21.0 Third-Party Beneficiary.

21.1 It is specifically agreed between the parties executing this Lease Agreement that it is not intended by any of the provisions of any part of the Lease Agreement to create in the public or any member thereof a third-party beneficiary or to authorize anyone not a party to the Lease Agreement to maintain a suit(s) for wrongful death(s), injury(ies) to person(s), damage(s) to property(ies) and/or any claim(s) and/or cause(s) of action whatsoever pursuant to the provisions of this agreement.

22.0 **Sufficient Appropriations.**

22.1 In accordance with NMSA Section 6-6-11 and the New Mexico Constitution, Article IX, Section 11, if the performance of any obligations or duties under this Lease Agreement by the Lessee, whether conditional or unconditional, require the expenditure of funds those obligations are contingent upon sufficient appropriations and authorization being made by the Legislature for the performance of this Lease Agreement. Nothing in this Lease Agreement shall be interpreted as imposing any obligation on the Lessee to expend unappropriated funds.

23.0 **Miscellaneous.**

23.1 In the event it becomes necessary for Lessor or Lessee to institute any action at law or in equity against the other to secure or protect right under this Lease Agreement, the prevailing party shall be entitled to recover in any judgment entered therein in its favor such reasonable attorneys' fees as may be allowed by the court, together with such court costs and damages as provided by law.

23.2 The validity, construction and effect of this Lease Agreement will be governed by the laws of the State of New Mexico and subject to litigation only in the Seventh Judicial District of the State of New Mexico.

23.3 Should any part of this Lease Agreement for any reason be declared invalid, such decision shall not affect the validity of any remaining portion, which remaining portion shall remain in force and effect as if this Lease Agreement has been executed with the invalid portion thereof eliminated and it is hereby declared the intention of the parties hereto that they would have executed the remaining portion of this Agreement without including therein any such part, parts, or portion which may for any reason be hereafter declared invalid.

23.4 This Lease Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof and contains all of the covenants and agreements between the said parties with respect to said matter.

23.5 This Lease Agreement, and any term hereof, can only be amended by a document in writing signed by both parties hereto.

23.6 This Lease Agreement shall inure to the benefit of and be binding upon the heirs, personal representatives and assigns of the parties hereto.

23.7 The paragraph captions as headings appearing herein are for convenience only and are not part of this lease and do not in any way limit or amplify the terms and provisions of this Lease Agreement.

23.8 If either party executes this Lease Agreement as a corporation or other legal entity, each of the persons executing this Lease Agreement covenants and warrants that they are qualified to do business in the State of New Mexico and has the full right and authority to enter into this Lease agreement and was duly authorized to do so.

23.9 The Lessor warrants that the demised premises and all improvements thereto comply with the provisions of the Americans with Disabilities Act in all material respects.

24.10 With the exception of the Lessee's payment obligations, if either party shall be delayed or hindered by reason of any matters beyond the reasonable control of such party (force majeure), then such party shall not be liable or responsible for any such delays and the doing or performing of such act or thing shall be extended for a period equivalent to the period of such delay. In such event, this Lease Agreement and the obligations of both parties to perform and comply with all of the other terms and provisions of this Lease Agreement shall in no way be affected, impaired or excused.

24.11 The parking lot at the rear of the building is intended for the use and convenience of the Lessees of the building and their guests, clients and invitees. No parking places are reserved, except as marked by the Lessor, and the Lessee releases and hold harmless the Lessor from any loss, damages or other liabilities incurred, directly or indirectly, from the Lessee's use thereof, including vandalism.

IN WITNESS WHEREOF, the parties have hereunto signed and sealed this Lease Agreement on the day and year indicated below.

LESSEE:
RGV CASA
370 N. Date, PO Box 293
TorC NM, 87901

LESSOR:
Board of County Commissioner of
Torrance County, New Mexico

By: _____

BOARD OF COUNTY COMMISSIONERS

APPROVED, ADOPTED AND PASSED on this day of August, 2020.

Ryan Schwebach
Chairman, District II

Javier Sanchez
Vice Chair, District III

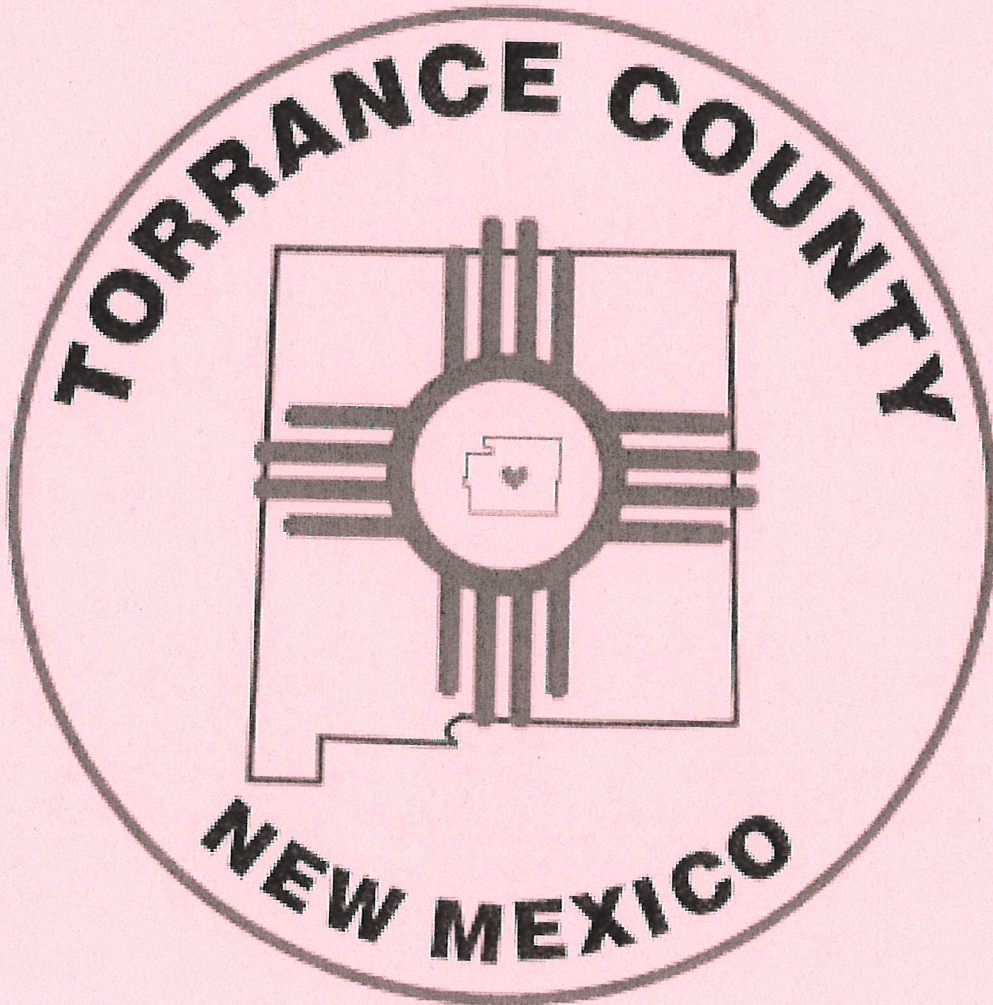
Kevin McCall
Commissioner, District I

Attest:

John M. Butrick
Torrance County Attorney

Linda Jaramillo
Torrance County Clerk





*Agenda Item
No. 13-A*

Infrastructure Capital Improvement Plan FY 2022-2026

ICIP for Torrance County

Contact: Wayne Johnson, County Manager
PO Box 48
205 9th Street
Estancia, NM 87016

Telephone No.: (505) 544-4702

Email Address: wjohnson@tcnm.us

County: Torrance

Entity Type: CO

Procurement Officer Name: Noah Sedillo

Telephone No.: (505) 544-4730

Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver

Telephone No.: (505) 544-4720

Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006?

Yes

Does your entity have an asset management plan and/or inventory listing of capital assets?

Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Citizens were allotted time to express their comments and concerns regarding the capital projects. A Public Hearing was held Wednesday, August 14, 2019, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 26 and August 2, 2019. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org/>) on the main page, the Calendar, and on the County Commission page. After viewing a PowerPoint presentation and hearing discussions regarding the projects, the BOCC prioritized the projects. An ICIP list and worksheets were modified according to BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, August 28, 2019. Following additional discussions held during this second meeting, the BOCC adopted the ICIP with Resolution 2019-48.

Goals

Torrance County has identified projects on this ICIP to improve the quality of life as well as the safety of our communities. The County is invested in promoting economic development. Research is being completed to review how a new pavilion at the fairgrounds could enhance trade within the County. New buildings are a priority of the current County Commission. Updated facilities will enhance the effectiveness of County services and solve safety concerns. McNabb and Riley Roads have been deemed two of the most traveled county roads, and paving these two roads with asphalt would extend the life of the roads reducing maintenance costs and meeting weight requirements. Other projects address security and water issues the County is facing. Reliable, fully equipped transportation for our Sheriff Deputies continues as an ongoing concern. They must be able to trust that vehicles are in good running condition during patrols and everyday response to incidents and chase. Sheriff vehicles need to be four-by-four so they can reach the scene of an incident quickly in our rural and mountainous areas and in adverse weather.

Factors/Trends Considered

Torrance County is the nineteenth largest county in New Mexico covering 3,346 square miles. The Road Department maintains 952 miles of dirt and chip-sealed roads. Torrance County has faced a down trend in population and economic growth causing a financial burden on the County. For the years 2016, 2017, and 2018, the average unemployment rate in Torrance County exceeded the national rate by 52 percent. The median household income over the last three years for Torrance County has been less than 80 percent of the median household income in New Mexico for 2015, 2016, and 2017, according to U.S. Census data. Poverty in Torrance County is further illustrated by number of SNAP recipients: 23 percent of households in the County receive SNAP. The County is ranked with the seventh highest number of SNAP recipients as compared to other New Mexico counties. Faced with statistics such as these, Torrance County is working to maximize resources by upgrading assets that in turn make us more efficient with our funds. Financial support from the State will help us realize these goals. Meanwhile, Torrance County is working to improve our economy beginning by assessing our economic challenges and strengths by developing economic development strategies to meet the needs of different communities and regions in the County and increasing tourism.

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Torrance County Project Summary

ID	Year	Rank	Project Title	Category	Funded						Total	Amount	Phase
					to date	2022	2023	2024	2025	2026	Project Cost	Not Yet Funded	
26827	2021	001	County Fair Ground Improvements	Facilities - Other	5,000	60,000	260,000	200,000	300,000	200,000	1,025,000	1,020,000	Y
20626	2021	002	New Road Department Yard / Shop	Facilities - Other	0	650,000	0	0	0	0	650,000	650,000	Y
20624	2021	003	New County Government Offices	Facilities - Administrative Facilities	135,800	125,000	10,000,000	250,000	0	0	10,510,800	10,375,000	Y
36621	2021	004	Riley Road Improvements	Transportation - Highways/Roads/Bridges	0	1,900,000	0	0	0	0	1,900,000	1,900,000	N
14072	2021	005	County Road Improvements	Transportation - Highways/Roads/Bridges	0	1,000,000	0	0	0	0	1,000,000	1,000,000	N
26803	2021	006	Road Department Equipment	Equipment - Other	100,000	150,000	100,000	100,000	0	0	450,000	350,000	Y
25657	2021	007	4x4 Sheriff Patrol Vehicles	Vehicles - Public Safety Vehicle	90,000	103,802	103,802	103,802	103,802	103,802	609,010	519,010	Y
36646	2021	008	Security Fencing / Target Hardening	Facilities - Other	0	60,000	60,000	50,000	50,000	0	220,000	220,000	Y
36649	2021	009	Torrecon Community Renovation Project	Water - Water Supply	0	175,000	0	0	0	0	175,000	175,000	N
36651	2021	010	Restoration and Preservation of Historical Records	Other - Other	0	60,000	0	0	0	0	60,000	60,000	N
28448	2021	011	Duran Water System Improvements	Water - Water Supply	0	260,000	0	0	0	0	260,000	260,000	N
26830	2021	012	Purchase and Equip Medical Response Vehicles	Equipment - Public Safety Equipment	0	225,000	0	0	0	0	225,000	225,000	N
35056	2022	001	Animal Shelter Expansion	Facilities - Administrative Facilities	0	0	65,000	0	0	0	65,000	65,000	N
36698	2022	002	Mescalero Reservoir Dam Mitigation	Water - Storm/Surface Water Control	0	0	26,000	0	0	0	26,000	26,000	Y

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10565	2022	003	Volunteer Fire Dept Equipment	Facilities - Fire Facilities	0	0	200,000	125,000	125,000	125,000	575,000	575,000	Y
18517	2022	004	New Type 4 Urban Interface Apparatus VFD 3	Vehicles - Public Safety Vehicle	0	0	200,000	0	0	0	200,000	200,000	N
14143	2022	005	Road Vehicles	Equipment - Other	0	0	120,000	120,000	120,000	120,000	480,000	480,000	Y
10012	2022	006	Emergency Services Infrastructure	Facilities - Other	0	0	1,300,000	200,000	0	0	1,500,000	1,500,000	N
18519	2022	007	Water System Upgrade	Water - Water Supply	0	0	362,000	360,000	180,000	0	902,000	902,000	N

Number of projects: 19

	Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:	Total Not Yet Funded:
Grand Totals	330,800	4,768,802	12,796,802	1,508,802	878,802	548,802	20,832,810	20,502,010

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ICIP for Estancia Senior Center (PMS)

Contact: Wayne Johnson
P.O. Box 48
Estancia, NM 87016

Telephone No.: 505-544-4702

Email Address: wjohnson@tcnm.us

County: Torrance

Entity Type: SF

Procurement Officer Name: Noah Sedillo

Telephone No.: 505-544-4730

Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver

Telephone No.: 505-544-4720

Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006?

Yes

Does your entity have an asset management plan and/or inventory listing of capital assets?

Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Citizens were allotted time to express their comments and concerns regarding the capital projects. A Public Hearing was held Wednesday, August 14, 2019, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 26 and August 2, 2019. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org/>) on the main page, the Calendar, and on the County Commission page. After viewing a PowerPoint presentation and hearing discussions regarding the projects, the BOCC prioritized projects. An ICIP list and worksheets were modified according to the BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, August 28, 2019. Following additional discussions held during this second meeting, the BOCC adopted the ICIP with Resolution 2019-48.

Goals

Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has identified projects on this ICIP to improve the quality of life and safety of our senior citizens and their families. Improving our senior citizens is a priority of the current County Commission, Torrance County employees, and PMS. PMS advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Updated facilities will enhance the effectiveness of County services and solve safety concerns. Reliable, fully equipped meal delivery and transportation vehicles is an ongoing concern. We can only meet the needs of homebound and other seniors in the County if we have vehicles that are in good running condition. Vehicles need to be four-by-four so they can reach residents who live in our rural and mountainous areas and in adverse weather. The Estancia Senior Center building and parking lot must be renovated to remove hazards, extend the life of the facility, and provide seniors and other residents a comfortable as well as useful place to come together. Meal preparation equipment is used daily and must be properly maintained to provide safe and nutritious meals to seniors and decrease the stress on staff.

Factors/Trends Considered

The U.S. Census estimates 15,591 people live in Torrance County as of July 1, 2018, and 20.7% of the population is over the age of 65. By comparison, 17.5% of the population of New Mexico and 16% of the population in the United States is over age 65. The land area of Torrance County equals 3,344.85 miles with a population density of 4.9 residents per square mile. The Road Department maintains 952 miles of dirt and chip-sealed roads. Torrance County has faced a down trend in population and economic growth causing a financial burden on the County. For the years 2016, 2017, and 2018, the average unemployment rate in Torrance County exceeded the national rate by 52 percent. The median household income over the last three years for Torrance County has been less than 80 percent of the median household income in New Mexico for 2015, 2016, and 2017, according to U.S. Census data. Poverty in Torrance County is further illustrated by the number of SNAP recipients: 23 percent of households in the County receive SNAP. The County is ranked with the seventh highest number of SNAP recipients as compared to other New Mexico counties. Faced with statistics such as these, Torrance County remains committed to serving our seniors including those who gather at our senior centers and are homebound. We work to maximize resources by upgrading assets that in turn make us more efficient with our funds. Financial support from the State will help us realize our goals. Meanwhile, Torrance County is working to improve our economic growth. First, the County will assess our economic challenges and strengths. Second, we will

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define economic development strategies to meet the needs of different communities and regions in the County. Third, we will strive to increase tourism.

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Estancia Senior Center (PMS) Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total	Amount	Phase
											Project Cost	Not Yet Funded	
36912	2021	001	Estancia Senior Center Renovations	Facilities - Senior Facilities	0	70,000	10,000	10,000	10,000	10,000	110,000	110,000	1
36914	2021	002	Purchase and Replace Meals Equipment	Equipment - Senior Center Equipment	0	30,000	15,000	15,000	15,000	15,000	90,000	90,000	1
36909	2022	001	Purchase and Equip Delivery/Transportation Vehicle	Vehicles - Senior Facility Vehicle	45,333	0	45,333	0	45,333	0	135,999	90,666	1

Number of projects: 3

	Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:	Total Not Yet Funded:
Grand Totals	45,333	100,000	70,333	25,000	70,333	25,000	335,999	290,666

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ICIP for Moriarty Senior Center

Contact: Wayne Johnson
P.O. Box 48
Estancia, 87016

Telephone No.: 505-544-4702

Email Address: wjohnson@tcnm.us

County: Torrance

Entity Type: SF

Procurement Officer Name: Noah Sedillo

Telephone No.: 505-544-4730

Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver

Telephone No.: 505-544-4720

Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006?

Yes

Does your entity have an asset management plan and/or inventory listing of capital assets?

Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Citizens were allotted time to express their comments and concerns regarding the capital projects. A Public Hearing was held Wednesday, August 14, 2019, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 26 and August 2, 2019. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org/>) on the main page, the Calendar, and on the County Commission page. After viewing a PowerPoint presentation and hearing discussions regarding the projects, the BOCC prioritized projects. An ICIP list and worksheets were modified according to the BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, August 28, 2019. Following additional discussions held during this second meeting, the BOCC adopted the ICIP with Resolution 2019-48.

Goals

Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has identified projects on this ICIP to improve the quality of life and safety of our senior citizens and their families. Improving our senior citizen facilities is a priority of the current County Commission, Torrance County employees, and PMS. PMS advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Updated facilities will enhance the effectiveness of County services and solve safety concerns. Reliable, fully equipped meal delivery and transportation vehicles is an ongoing concern. We can only meet the needs of homebound and other seniors in the County if we have vehicles that are in good running condition. Vehicles need to be four-by-four so they can reach residents who live in our rural and mountainous areas and in adverse weather. The Moriarty Senior Center building and parking lot has reached its useful life. The center is housed in an old church and has been renovated and repaired repeatedly. A new building is essential to ensure the safety and comfort of seniors and other residents who gather at the center. The new building will need to be adequately equipped and furnished to provide safe and nutritious meals in safe and pleasant surroundings. Until a new building is constructed, the meal preparation equipment needs to be replaced in the current building. The equipment is used daily and must be properly maintained to provide safe and nutritious meals and decrease the stress on staff.

Factors/Trends Considered

The U.S. Census estimates 15,591 people live in Torrance County as of July 1, 2018, and 20.7% of the population is over the age of 65. By comparison, 17.5% of the population of New Mexico and 16% of the population in the United States is over age 65. The land area of Torrance County equals 3,344.85 miles with a population density of 4.9 residents per square mile. The Road Department maintains 952 miles of dirt and chip-sealed roads. Torrance County has faced a down trend in population and economic growth causing a financial burden on the County. For the years 2016, 2017, and 2018, the average unemployment rate in Torrance County exceeded the national rate by 52 percent. The median household income over the last three years for Torrance County has been less than 80 percent of the median household income in New Mexico for 2015, 2016, and 2017, according to U.S. Census data. Poverty in Torrance County is further illustrated by the number of SNAP recipients: 23 percent of households in the County receive SNAP. The County is ranked with the seventh highest number of SNAP recipients as compared to other New Mexico counties. Faced with statistics such as these, Torrance County remains committed to serving our seniors including those who gather at our senior centers and are homebound. We work to maximize resources by upgrading assets that in turn make us

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more efficient with our funds. Financial support from the State will help us realize our goals. Meanwhile, Torrance County is working to improve our economic growth. First, the County will assess our economic challenges and strengths. Second, we will define economic development strategies to meet the needs of different communities and regions in the County. Third, we will strive to increase tourism.

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Moriarty Senior Center Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total	Amount	Phase
											Project Cost	Not Yet Funded	
36934	2021	001	New Senior Center Building	Facilities - Senior Facilities	0	715,000	25,000	25,000	25,000	25,000	815,000	815,000	Y
36939	2021	002	Purchase and Replace Meals Equipment	Equipment - Senior Center Equipment	0	30,000	15,000	15,000	15,000	15,000	90,000	90,000	N
36930	2022	001	Purchase and Equip Delivery/Transportation Vehicle	Vehicles - Senior Facility Vehicle	45,333	0	45,333	0	45,333	0	135,999	90,666	N
37213	2022	004	Moriarty Senior Center Renovations	Facilities - Senior Facilities	0	60,500	0	0	0	0	60,500	60,500	N

Number of projects:	4													
Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:							Total Not Yet Funded:	
Grand Totals	45,333	805,500	85,333	40,000	85,333	40,000	1,101,499							1,056,166

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ICIP for Mountainair Senior Center

Contact: Wayne Johnson
P.O. Box 48
Estancia, NM 87

Telephone No.: 505-544-4702

Email Address: wjohnson@tcnm.us

County: Torrance

Entity Type: SF

Procurement Officer Name: Noah Sedillo

Telephone No.: 505-544-7430

Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver

Telephone No.: 505-544-4720

Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006?

Yes

Does your entity have an asset management plan and/or inventory listing of capital assets?

Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Citizens were allotted time to express their comments and concerns regarding the capital projects. A Public Hearing was held Wednesday, August 14, 2019, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 26 and August 2, 2019. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org/>) on the main page, the Calendar, and on the County Commission page. After viewing a PowerPoint presentation and hearing discussions regarding the projects, the BOCC prioritized projects. An ICIP list and worksheets were modified according to the BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, August 28, 2019. Following additional discussions held during this second meeting, the BOCC adopted the ICIP with Resolution 2019-48.

Goals

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Factors/Trends Considered

The U.S. Census estimates 15,591 people live in Torrance County as of July 1, 2018, and 20.7% of the population is over the age of 65. By comparison, 17.5% of the population of New Mexico and 16% of the population in the United States is over age 65. The land area of Torrance County equals 3,344.85 miles with a population density of 4.9 residents per square mile. The Road Department maintains 952 miles of dirt and chip-sealed roads. Torrance County has faced a down trend in population and economic growth causing a financial burden on the County. For the years 2016, 2017, and 2018, the average unemployment rate in Torrance County exceeded the national rate by 52 percent. The median household income over the last three years for Torrance County has been less than 80 percent of the median household income in New Mexico for 2015, 2016, and 2017, according to U.S. Census data. Poverty in Torrance County is further illustrated by the number of SNAP recipients: 23 percent of households in the County receive SNAP. The County is ranked with the seventh highest number of SNAP recipients as compared to other New Mexico counties. Faced with statistics such as these, Torrance County remains committed to serving our seniors including those who gather at our senior centers and are homebound. We work to maximize resources by upgrading assets that in turn make us

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more efficient with our funds. Financial support from the State will help us realize our goals. Meanwhile, Torrance County is working to improve our economic growth. First, the County will assess our economic challenges and strengths. Second, we will define economic development strategies to meet the needs of different communities and regions in the County. Third, we will strive to increase tourism.

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Mountainair Senior Center Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total	Amount	Phase
											Project Cost	Not Yet Funded	
36944	2021	001	Senior Center Renovations	Facilities - Senior Facilities	0	70,000	10,000	10,000	10,000	10,000	110,000	110,000	Y
36945	2021	002	Purchase and Replace Meals Equipment	Equipment - Senior Center Equipment	0	70,000	15,000	15,000	15,000	15,000	130,000	130,000	Y
36940	2022	001	Delivery/Transportation Vehicle	Vehicles - Senior Facility Vehicle	45,333	0	45,333	0	45,333	0	135,999	90,666	Y
Number of projects:			3										
Grand Totals			Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:		Total Not Yet Funded:		
			45,333	140,000	70,333	25,000	70,333	25,000	375,999		330,666		

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2021	001	County Fair Ground Improvements	5,000	150,000	300,000	200,000	250,000	250,000	0	1,000,000	Y
		<p>To plan, design, construct, and equip improvements to County Fairgrounds in Estancia, NM, for Torrance County.</p> <p>The vision for the fairgrounds includes a new pavilion, new and renovated barns, renovated rodeo arena, and improved landscaping intended to attract more exhibitors and spectators to the fair and foster statewide use. Developments will be designed to provide year-round use for education, recreation, special events, and emergency preparedness. The landscaping design needs to encourage daily use by incorporating a walking path with exercise stations and community-participation gardens demonstrating low-water use irrigation systems. In addition, a design that couples the fairgrounds with Lake Arthur Park will create a destination site for weddings where outdoor ceremonies can be held in the park and receptions in the fair?s indoor facilities. Planning has been initiated. The fairgrounds will be included in a special section of the Southern Torrance County Economic Development Plan. The economic development plan is under way with funding from the New Mexico Finance Authority. The section will examine the vision, goals, and use program of the fair. It will also provide an overview of vegetation, recreation, education, interpretation buildings, and key facilities, parking, and circulation. Torrance County is negotiating purchase of fairground land from the Town of Estancia. Torrance County owns and maintains the buildings and arena on the fairgrounds.</p> <p>Proposed Changes: Modify text and budget based on STCEDP. Proceed with RFP, planning. Monitor progress and update ICIP when necessary.</p>									
2021	002	New Road Department Yard/Shop	?	697,500	650,000	0	0	0	0	650,000	Y
		<p>To plan, design, and construct a new shop and fenced-in yard for the material and equipment of the Road Department in Estancia, NM, Torrance County.</p> <p>Design, and construct a new yard with office and shop for Torrance County Road Department. The yard/shop will be built on a 25 acre parcel purchased by Torrance County for a new Administration Building and Road Department Yard/Shop. Archeological and environmental studies were completed as part of the purchase agreement for the property. The Road Department has outgrown the 2-acre site it currently sits on. The County plans to construct a 60 x 100 foot building that will house the Road Department office and a mechanics shop. A privacy fence will be erected in order to park vehicles and road equipment and warehouse materials. During Phase 1, a design will be developed. During Phase 2, the building and yard will be constructed. The current office is housed in a 1967 mobile home, which is not energy efficient and requires frequent repairs. The current Road Department yard can be utilized by the Torrance County Sheriff Department for storage. RFPs will be utilized for professional services (architects and engineers). IFBs will be issued for construction. Statewide Price Agreements or IFBs will be utilized for materials.</p> <p>Proposed Changes: Monitor and report as success story in ICIP report.</p>									

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2021	003	New County Government Offices	135,000	75,000	125,000	10,000,000	250,000	0	0	10,510,800	Y
		<p>To plan, design, construct and equip New County Administrative Offices in Estancia, NM, Torrance County.</p> <p>Plan and design new County Government Office to consolidate offices in one building. To date, the County established a committee composed of elected officials and department heads who were able to meet their primary objective of locating and purchasing a parcel of land on which to build the building. Archeological and environmental studies were completed as part of the purchase agreement for the property. An architect completed a needs assessment as a donation to the County. The next step is to hire an architect to complete further planning and design the office building. Our current administration building was built in 1966. The roof has leaked in the past, electrical wiring throughout the building does not accommodate the current needs of technology, and the State Fire Marshal has written reports in regards to safety issues. Repairs to the boiler cannot be completed as parts are no longer available. Maintaining employee comfort is difficult as parts of the building run cold and other parts hot. Maintenance costs keep increasing. The FY 2020 budget allocates \$36,520, almost half the maintenance budget, for the 22,092 square foot building. We have outgrown the building and house staff in out-lying buildings. We do not have adequate storage. Rooms previously used for storage have been converted to offices. The members of the Board of County Commissioners do not have offices as all the space is needed for employees.</p> <p>Proposed Changes: Proceed with RFP for planning. Monitor progress. Update ICIP when necessary.</p>									
2021	004	Riley Road Improvements	0	0	1,900,000	0	0	0	0	1,900,000	N
		<p>To repair and pave (construct) Riley Road between State Highways 55 and 542. Torrance County, NM.</p> <p>Torrance County plans to repair and pave Riley Road from the intersection of State Highway 55 to the intersection of State Highway 542. The renovation of Riley Road, which is currently chip-sealed, requires 3-inches of asphalt paving for a 6-mile stretch, 20-feet wide. The chip-sealed surface will provide a solid base. The road has been previously re-claimed and re-chipped; however, vehicles that exceed the weight limit frequently use the road causing new damage. Weight limit signs have been vandalized and torn down. Asphalt paving will increase the weight limit to accommodate semi-trucks. An estimated 700-800 vehicles use the road daily. Riley Road provides a quick connection between the two highways without traveling 10 miles east to State Highway 41 or 7 miles west to the portion of Highway 55 that parallels the Manzano Mountains. The road is also used as an evacuation route during wildfires and provides convenient access for emergency vehicles and for the road department to access supplies such as gravel and caliche. The project will be completed as a stand-alone project. Since the roadway is an existing roadway, it does not require engineering or planning. Traffic control is planned for the duration of the project which is anticipated to take 16 work days barring weather delays. No maintenance costs are expected during the first five years following project completion.</p>									

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2021	005	McNabb Road Improvements	0	50,000	1,000,000	0	0	0	0	1,000,000	N
		<p>To pave (construct) McNabb Road between State Highway 41 and Lexco Road. Moriarty, NM, Torrance County.</p> <p>McNabb Road is one of the most heavily traveled roads in Torrance County. Although only 20-30 homes are located along McNabb Road, it serves as primary access to State Highway 41 for more than 2000 people living in multiple subdivisions along roads that feed McNabb Road. About 800 vehicles use McNabb Road daily. It also serves as an alternate route to access the Indian Hills Solid Waste Transfer Station and the Indian Hills Fire Sub-Station Number 5 when Lexco Road, another major thoroughfare which is chip-sealed, is impassable due to flash flooding in Gallegos Draw. McNabb Road provides direct access for emergency vehicles from the fire sub-station to points south of McNabb Road and the eastern side of Moriarty, NM. McNabb Road is currently chip-sealed but requires frequent repairs. The chip-sealed surface of the road will provide a solid base. The project plans to pave McNabb Road with three to four inches of asphalt, minimizing repairs and extending the life of the road. Paving will occur along a 4-mile stretch from State Highway 41 to Lexco Road. Since the roadway is an existing roadway, it does not require engineering or planning. No maintenance is anticipated for the first five years following project completion. This project was submitted to the Mid-Region Council of Governments (MRCOG) for inclusion on the Rural Transportation Improvement Program (RTIPR).</p>									
2021	006	Road Department Equipment	100,000	50,000	150,000	100,000	100,000	0	0	450,000	N
		<p>To purchase double steel roller as priority item. Purchase backhoe, and loader for road work in subsequent years. Estancia, NM. Torrance County.</p> <p>The Torrance County Road Department has determine purchasing a double steel roller is a priority. In subsequent years, the Department needs to purchase a new backhoe and loader. Previously, Torrance County had also requested a zipper, but was able to purchase that equipment with local funds. Now, the County priority is the double steel roller. Torrance County does not own a steel roller. A double steel roller will be able to provide a more uniform and more compact road surface. Increased compaction of roads creates a more durable surface minimizing the frequency of repairs. Current equipment the County owns leaves tire tracks and is lighter than a steel roller. Purchase of this equipment will allow the Road Department to carry out functions of everyday job requirements. State Price Agreements and IFBs will be utilized as necessary. State Pricing Agreements will be used when possible, otherwise IFBs will be issued.</p> <p>Proposed Changes: Identify Torrance County or other resources to purchase roller. Proceed with purchase. Monitor. Report as success.</p>									

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2021	007	4x4 Sheriff Patrol Vehicles	90,000	95,000	103,802	103,802	103,802	103,802	103,802	519,010	Y
		<p>To purchase and equip 4x4 Sheriff Patrol Vehicles for Torrance County, New Mexico.</p> <p>Torrance County will purchase two Chevy Tahoes and one Silverado each year to maintain the Sheriff Department fleet. The County has a diverse terrain and encompasses 3,346 square miles, and the Sheriff Department is small. Four-by-four vehicles are required to navigate the diverse terrain patrolled by the department. Due to the necessity of traveling over rough roads and terrain, patrol vehicles suffer a large amount of wear and tear. Due to the size of the County, high mileage is quickly attained. Regular purchases of vehicles are required to maintain the fleet. The County will utilize Statewide Pricing Agreements to purchase and equip the vehicles. Torrance County plans to purchase three Tahoes in FY 2020, and will apply for U.S. Department of Agriculture funding to supplement purchase costs. Torrance County is eligible for a maximum of 15 percent from the USDA.</p>									
2021	008	Security Fencing/Target Hardening	?	0	60,000	60,000	50,000	50,000	0	220,000	Y
		<p>To plan, design, and construct security fencing around the Torrance County Judicial/Sheriff Complex, Fire Administration, Regional 911 Dispatch Center, and County Administration Fleet. Facilities in Estancia and McIntosh, NM, Torrance County.</p> <p>Security fencing is planned for the Torrance County Judicial/Sheriff Complex, Fire Administration, Regional 911 Dispatch Center, and County Administration Fleet. Preliminary sketches have been completed, but the County will determine specific requirements for each facility and solidify property lines during planning and design. The Judicial/Sheriff Complex and Fire Administration are located off State Highway 41 south of Estancia in a highly traveled area. They share a common entrance from the highway. A medical clinic shares the site and entrance. Fencing around the Judicial/Sheriff Complex will be constructed in back of the building and include an electronic gate. Fencing will increase security during detainee drop-off and pick-up. Fencing will afford clinic staff and patients added protection. Perimeter fencing is planned for the Fire Administration building and parking lot to protect emergency personnel, emergency vehicles, and a secondary Emergency Operations Center (EOC). Fencing at the Regional 911 Dispatch Center will enclose the front parking lot and the backyard. An electronic gate will provide safe access to the parking lot. The building also houses the primary EOC. Fencing will help protect dispatchers and EOC team members who use the facility day and night. Fencing will also protect this critical infrastructure. Security fencing is planned to protect the vehicle fleet kept at the Torrance County Administration Building. Vehicles currently parked at the building are accessible to the public. Fencing would decrease the opportunity for vandalism and theft. Fencing at each facility would include minimum 6-foot-high galvanized chain link fence with a 2-inch, 9-gauge mesh. Plans include 1 5/8-inch top posts, 2-inch line posts, and 2 7/8-inch terminal posts. Pedestrian gates would be 4-foot wide with a transom. Double swing gates are planned for vehicle access. Pricing is based off current estimates at \$300-350 per foot.</p> <p>Proposed changes: Update with completion of first phase of sheriff/judicial complex fencing project. Remove project for dispatch. Update budget accordingly.</p>									

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2021	009	Torreon Community Renovation Project	0	175,000	0	0	0	0	0	175,000	N
		<p>1. To plan and drill a new well for the Torreon Mutual Domestic Water Association, Torreon, NM, Torrance County. 2. To design and renovate Commercial Kitchen to upgrade appliances, ventilation and electrical wiring 3. To design and renovate the bathroom to meet ADA requirements 4. To renovate upgraded HVAC to include refrigerated air conditioning and heating 5. To renovate stucco to exterior of building.</p> <p>The Torreon Community Renovation Project will be done as a single project. It will allow the Torreon Mutual Domestic Water Consumer Association to plan and drill new well for Torreon. The existing system is barely meeting the needs and requirements for the current households and does not allow for growth. The current well was drilled to 200 feet. The estimated depth of the new well is 300-400 feet which will increase capacity and will be fitted with a pump that has the ability to pump 50 gallons per minute. The commercial kitchen upgrade is planned to upgrade appliances, ventilation, and wiring to meet 2017 Food Code with the changes made and issued in January 2019. The bathroom upgrade is required to install ADA-compliant restrooms. The heating and cooling unit will be upgraded to include refrigerated air conditioning and more energy efficient heating. The exterior wall of the building requires new stucco. Stucco is versatile, cost effective, and durable. A one-inch layer could effectively ass a one-hour fire rating to a wall, which is extremely important due to the location of the building at the base of the Manzano Mountains, where several wildfires have occurred. The project will begin when funding become available and will take one year to complete.</p> <p>Proposed changes: Designate Project Manager. Proceed with project, monitor, and report as success story in ICIP report.</p>									
2021	010	Restoration and Preservation of Historical Records	0	0	60,000	60,000	0	0	0	120,000	Y
		<p>To restore and preserve historical records in the Office of the County Clerk, Estancia, NM, Torrance County.</p> <p>Torrance County plans to restore deteriorating historical records in the Office of the County Clerk. The Clerk's office maintains records back to 1910. Records prior to 1910 were destroyed in a fire. The County will have six books fully restored. During the process the books will be digitized and repaired. The books will be returned with protective sleeve covers applied to each page. Partial restoration is required for 94 books. Partial restoration includes digitization and application of protective sleeves. Back-ups for these older records do not exist. The records are frequently used by constituents of the county and people who live outside the county for genealogical and legal research.</p>									

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2021	011	Duran Water System Improvements	0	120,000*	260,000	0	0	0	0	260,000	N
		<p>To plan, design, and construct water system improvements for Duran, NM, Torrance County.</p> <p>The deteriorating water system in Duran needs to be replaced to ensure residents in Duran, NM, have access to potable water. Currently, the water is supplied by Vaughn, NM, through a 10-mile-long, 2-inch PVC pipe that feeds two storage tanks. The pipe from the Vaughn system steps down from a 6-inch metal pipe to the 2-inch PVC pipe. The PVC pipe is not withstanding the pressure. If the system fails, Duran residents will be without water, and water will need to be hauled to the town. A small water storage tank that is used by the fire department is the only water storage facility in Duran. The main storage tanks are located on a hill north of town and have a total capacity of 60,000 gallons. Leaks in the town quickly drain the system before the leaks can be repaired. The first step to improve the system is to increase the water storage capability by purchasing and installing a 200,000 gallon water supply tank. Improved water supply will provide better fire protection.</p> <p>Proposed changes: Identify Project Manager. Determine how to proceed. Monitor. Update plan as necessary.</p>									
2021	012	Purchase and Equip Medical Response Vehicles	0	503,500	225,000	0	0	0	0	225,000	N
		<p>To purchase and equip emergency medical response units for the Torrance County Volunteer Fire Department in Torrance County, New Mexico.</p> <p>Torrance County will purchase and equip a Type 1, four-by-four ambulance to complement the fleet of vehicles in the fire department and extend services to remote locations in Torrance County. Currently, ambulance service is provide by Superior Ambulance located in Moriarty, NM. Their services can take more than an hour to reach points in southern Torrance County such as Duran. Ambulances operated by the county could be stationed in southern Torrance County to decrease EMS response times. Torrance County already has EMT/Firefighters capable of providing ambulance services. A four-by-four ambulance is necessary to traverse rugged roads and terrain especially in adverse weather.</p> <p>Proposed changes: Proceed with purchase. Monitor. Report as success.</p>									

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2022	001	Animal Shelter Expansion	?	0	65,000	0	0	0	0	65,000	N
		<p>Plan, design, construct, and equip a cat room in the Animal Shelter located in McIntosh, NM, Torrance County.</p> <p>Animal shelters are required to house dogs and cats in separate areas. Torrance County Animal Shelter is currently housing cats in a small break room with no ventilation except for a window, when weather permits. We only have room for two cat tiers, which does not allow us to properly house the number of cats we get. The shelter does not accept owner surrenders due to the lack of space, but responds to emergencies and facilitates transfers. Although not taking in cats, the shelter brought in 200 cats in 2017, 143 cats in 2018, and 60 cats in 2019 in response to emergencies and to facilitate transfers. A cat room will require running water for sanitization, an isolation area, and multilevel cages to separate a hide box, litter box, and food.</p> <p>Proposed changes: List cost of purchase of property as Torrance County expense.</p>									
2022	002	Mescalero Reservoir Dam Mitigation	0	0	26,000	0	0	0	0	26,000	N
		<p>To plan, design, and reduce storage capacity of the Mescalero Reservoir for NM OSE, Dam Safety Bureau compliance and replace the outlet works for compliance with OSE water rights regulations. The dam is located on Lexco Road, Moriarty, NM, Torrance County.</p> <p>Using drone mounted surveying equipment, collect elevation data to complete an engineered upstream analysis of the drainage to determine peak storm water discharge rates at cross sectional locations upstream and a dam location for multiple types of events including 100-year and 500-year (1% and .5% chance per annum). Develop a plan for a) reducing the dam height to the pre-subdivision development condition and use the material to backfill the core trench; and b) repairing/installing drain tube(s) for 96 hour controlled drainage that won't adversely affect downstream properties. The project requires services from a NM licensed Surveyor and Engineer for data collection, study analysis, plan development, and post construction certifications. Construction services will be completed by the County Road Department.</p>									
2022	003	Volunteer Fire Department Equipment	0	0	200,000	125,000	125,000	125,000	0	575,000	Y
		<p>To purchase new type 4 urban interface apparatus for Torrance County, New Mexico.</p> <p>To purchase a new type 4 wildland/interface apparatus. A Wildland truck is required as conventional trucks are unable to navigate the rural roads and terrains. The Wildland interface can navigate mountain and rural roads. Statewide Price Agreements will be utilized.</p>									

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2022	004	New Type 4 Urban Interface Apparatus	0	0	200,000	0	0	0	0	200,000	N
		<p>To purchase new type 4 urban interface apparatus for Torrance County, New Mexico.</p> <p>To purchase a new type 4 wildland/interface apparatus. A Wildland truck is required as conventional trucks are unable to navigate the rural roads and terrains. The Wildland interface can navigate mountain and rural roads. Statewide Price Agreements will be utilized.</p>									
2022	005	Road Vehicles	0	0	120,000	120,000	120,000	120,000	120,000	480,000	Y
		<p>To Purchase and Equip necessary Road Equipment and Department Vehicles in Torrance County, NM.</p> <p>Purchase and equip necessary road equipment, such as a four-by-four pickup trucks. The Road Department uses four-by-four trucks to carry out functions of everyday job requirements. Due the high mileage sustained and rugged terrain the vehicles must traverse, the Department anticipates needing four four-by-four trucks each year to maintain its fleet. State Price Agreements and IFBs will be utilized as necessary.</p>									
2022	006	Emergency Services Infrastructure	0	0	1,300,000	200,000	0	0		1,500,000	N
		<p>To plan, design, construct, and furnish facilities to house emergency medical responders in southern Torrance County, NM.</p> <p>Torrance County will plan, design, construct and furnish a new facility in southern Torrance County. RFPs will be published for engineers and architects needed for necessary studies and design work. An IFB will be utilized for the the construction work. State Price Agreements will be utilized to equip and furnish the station.</p>									
2022	007	Water System Upgrade	0	0	0	92,000		0		92,000	N
		<p>To plan, design, and construct water storage systems for use by the volunteer fire department in Torrance County, NM.</p> <p>Torrance County will increase the water storage and delivery capabilities at the fire stations located in Districts 1, 2, 3, 5, and 6. Over the course of three years, the County will procure five (5) storage tanks with capacities of 20,000 Gallons each. The County plans to install two tanks in each of the first two years of the project and one tank in the third year. Increased storage at the fire stations will improve fire-fighting capabilities. An Invitation for Bids will be issued.</p>									

* Was not included in June 2020 Bond Sale. Will be considered for inclusion in Bond Sale planned for October-December

New County Projects Proposed for 2022-2026 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
		Emergency Management Building	0	0	0	0	0	0	0	0	Y
		<p>To purchase, plan, design, remodel, furnish and equip a new Office of Emergency Management facility, including a training room, Emergency Operations Center, emergency shelter and storage in northern Torrance County, NM..</p> <p>Purchase an existing building then plan, design, and remodel the building to serve as a new Office of Emergency Management and provide non-congregate housing to serve as emergency shelter. The remodeled structure will include an Emergency Operations Center, training room, and storage facility, as well as the emergency shelter. The ideal building will be a 6000 sq. ft pre-engineered metal building. The remodel will incorporate a cultured stone/EIFS finish on exposed exterior areas, and a constructed attached office, training room and emergency operations center (which could consist of the same space as the training room). Torrance County will acquire the building in Phase I. Phase I will also include site development (driveway, parking lot), easements, cultural resource inventory, environmental assessment, the planning, design and construction of the pre-engineered metal building. Phase I will take 3-6 months. Phase II consists of the construction of the offices, and training room/EOC. This phase will take 6 months. Phase III will include the purchase of furnishings and equipment to include furnishings and equipment including tables, chairs, office desks and furniture, commercial kitchen appliance, cots, storage lockers/shelves and fire safety equipment. The project will be designed by a registered professional engineer and construction services procured through a sealed bid process.</p>									
		Upgrade Security System for 911 Dispatch Center	0	0	70,000	0	0	0	0	70,000	N
		<p>To plan, design and equip the Torrance County 911 Dispatch Center with an upgraded security system. The Center is located in McIntosh, NM, in Torrance County.</p> <p>Torrance County will plan, design and equip the 911 Regional Dispatch Center with an upgraded security system to increase security for 911 personnel and the dispatch building. The dispatch center is located in rural Torrance County. The building includes seven exterior doors and 10 windows. Doors and windows are not visible to dispatch personnel while manning their consoles. Key personnel will define expectations and deliverables. The system will require modification to the physical structure and installation of new computer hardware and software and electronic security devices. Physical security modifications needed include installation of window grills and replacement of an existing window with a cashier type window. Door security will be improved using a combination of access control systems including hardwired, WiFi, and PoE access. Interior and exterior video security will need to incorporate panoramic cameras, dome cameras, fisheye cameras, and a video intercom. Purchasing and configuring a color badge printer and badge enrollment reader is planned as part of the project. Torrance County will follow procurement code to contract with a vendor to provide equipment and install the new system.</p>									

Senior Center Projects from 2021-2025 ICIP Estancia

Year	Rank	Project Title	Already Funded	Awarded	2022	2023	2024	2025	2026	Total Cost	Phases
2021	001	Estancia Senior Center Renovations			70,000	10,000	10,000	10,000	10,000	110,000	Y
		<p>To plan, design, and renovate the Estancia Senior Center, Estancia, New Mexico, in Torrance County.</p> <p>Torrance County will plan, design and renovate existing building to include interior painting, replace water heater, repair leaks, replace carpet, exterior stucco and paint, purchase and install refrigerated air units, and pave parking lot.</p> <p>ALTSD APPLICATION: Torrance County will plan and make renovations to the Estancia Senior Center, 305 Highland Ave. Activities include exterior stucco repair and painting; purchasing and installing a refrigerated air unit, and renovating the parking lot to include repairing a culvert, resurfacing, striping, and signage. Exterior repairs are required to prevent further damage to the building caused by water infiltration. A refrigerated air unit is required because staff are reporting unbearable temperatures in the kitchen. Extreme heat also has the potential to damage kitchen equipment. The parking lot requires attention because site drainage issues can lead to significant property damage if not corrected. The culvert needs to be repaired to properly divert water away from the front entrance and adjacent parking area. The total project cost is \$115,000.</p>									
2021	002	Replace Meals Equipment			30,000	15,000	15,000	15,000	15,000	140,000	N
		<p>To purchase and replace existing kitchen equipment in the Estancia Senior Center in Town of Estancia, New Mexico, County of Torrance.</p> <p>Torrance County will purchase and replace existing meal preparation equipment. The need to replace equipment at the senior center is essential to ensure daily operations are maintained.</p>									

Year	Rank	Project Title	Already Funded	Awarded	2022	2023	2024	2025	2026	Total Cost	Phases
2022	001	Purchase and Equip Delivery/Transportation Vehicle	45,333			45,333		45,333		135,999	N
		<p>To purchase and equip delivery/transportation vehicle for the Estancia Senior Center, Estancia, New Mexico, in Torrance County.</p> <p>The Estancia Senior Center has a growing need to provide safe home meal delivery to homebound seniors in Torrance County. The County plans to purchase two new vehicles, one each in 2021 and 2024. Presbyterian Medical Services (PMS), which operates the Estancia Senior Center, advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Through the Estancia Senior Center, PMS provides meal delivery for homebound seniors. It also provides transportation for seniors to enjoy nutritious meals at the center, join an occasional shopping expedition, or visit a doctor's office. Meal deliveries have increased, and the center provides an average of 1782 meal deliveries per month, and transports an average 292 seniors per month. The fleet of home meal delivery vehicles has exceeded the expected useful life as the vehicles are 11 years old and have more than 148,000 miles. Each of three delivery vehicles makes about 30 meal deliveries each day on three different routes. One delivery vehicle used by PMS in Torrance County was recently totaled in an accident. The remaining two SUVs have multiple mechanical issues, which increases maintenance costs. The back hatch of one SUV cannot be opened, and staff will continue to access meal carriers through the back doors. All-wheel drive SUVs allow passage on rugged, rural and mountain roads, especially during inclement weather. The SUVs can accommodate meal delivery and transportation. Quotes have been obtained on a Chevrolet Equinox AWD LS equipped with a portable food service unit: the Cambro Heated Pan Carrier which will fit inside the Equinox. An alternative is to purchase a Chevrolet Colorado 4WD extended cab with a Hot Shot Food Delivery Body. The County and PMS will collaborate to determine the best vehicle option to meet the needs of Torrance County seniors.</p>									

Moriarty

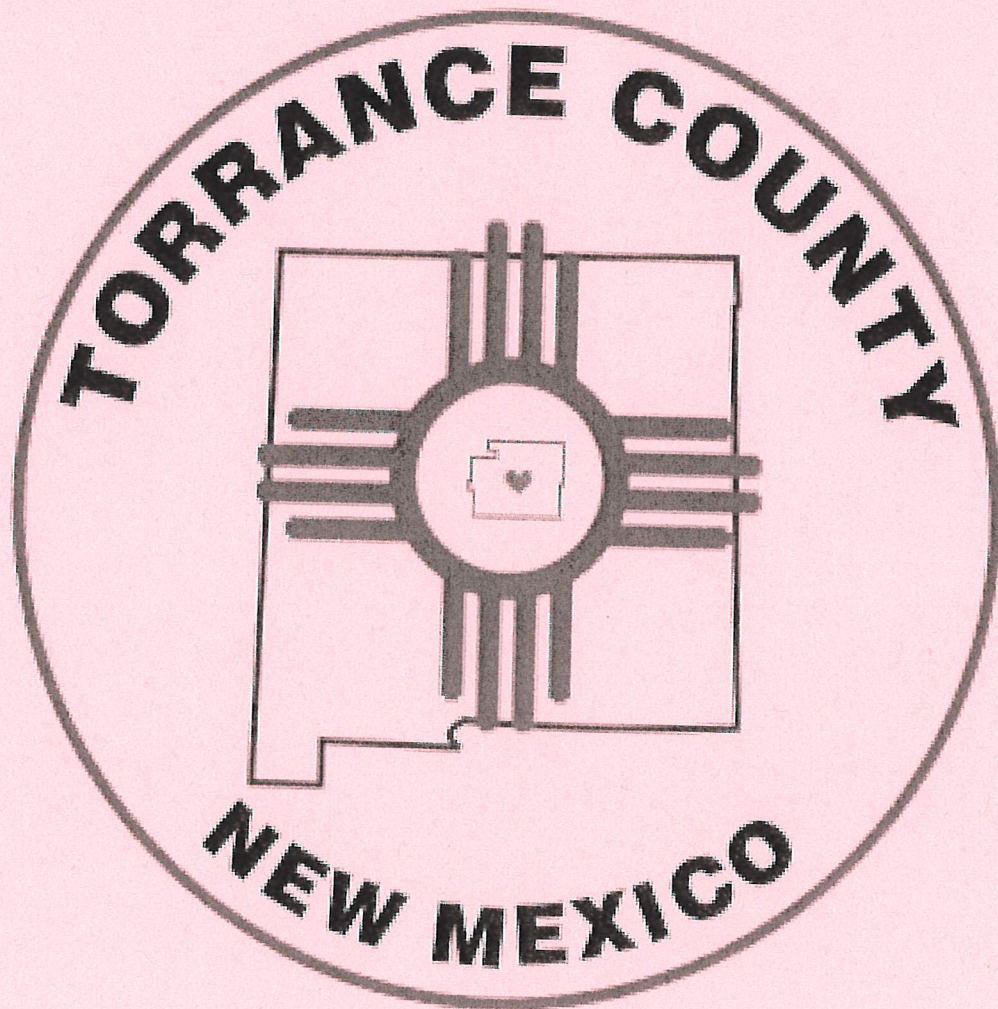
Year	Rank	Project Title	Already Funded	Awarded	2022	2023	2024	2025	2026	Total Cost	Phases
2021	001	New Senior Center Building			715,000	25,000	25,000	25,000	25,000	815,000	Y
		<p>To plan, design, construct, and furnish a new senior center on property acquired in Moriarty, NM, in Torrance County.</p> <p>Torrance County will plan, design, construct and equip a new senior center. The current building and parking lot has outlived the expected usage. For safety reasons, we are in dire need of a new building with a safer and larger parking area. The current building has been repaired repeatedly, but these repairs have only been Band-aids and are not addressing a much larger problem. The County would like to begin the process of designing a new senior center in Moriarty. Ideally, we need to purchase a 1-2 acres lot so we can keep the existing senior center operation while the new one is constructed. Since the design process has not yet begun, we are unsure of the size and location, but we are anticipating a center of about 4000-4500 square feet. Another prediction is that the most economically feasible construction type may be a pre-fabricated metal building with interior finish. The parking lot would be around 300 square feet and paved. Equipment for the center will be contingent on funding, but a fully functioning commercial kitchen and dining area are a must along with meals equipment and dining tables/chairs. Other furnishings will be determined.</p> <p>ALTSD APPLICATION: Torrance County will plan and design a new senior center to replace the existing Moriarty Senior Center, 120 Roosevelt Ave. The current building and parking lot has outlived the expected usage. For safety reasons we are in dire need of a new building with a safer and larger parking area. The current building has been repaired repeatedly, but these repairs have been band-aids and are not addressing a much larger problem. The county will begin by planning and designing a new center in Moriarty. The planning and design completed with this project will be used to move ahead with construction of a new senior center. Torrance County is requesting \$75,000 for planning and design.</p>									
2021	003	Purchase and Replace Meals Equipment			30,000	15,000	15,000	15,000	15,000	140,000	Y
	002	<p>To purchase, equip and replace existing kitchen equipment in the Moriarty Senior Center in City of Moriarty, New Mexico, County of Torrance.</p> <p>Torrance County will purchase and replace existing meal preparation equipment. The need to replace equipment at the senior center is essential to ensure daily operations are maintained.</p>									

Year	Rank	Project Title	Already Funded	Awarded	2022	2023	2024	2025	2026	Total Cost	Phases
2022	001	Purchase and Equip Delivery/Transportation Vehicle	45,333			45,333		45,333		135,999	Y
		<p>Torrance County will purchase a vehicle for meal delivery and transportation services.</p> <p>The Moriarty Senior Center has a growing need to provide safe home meal delivery to homebound seniors in Torrance County. The County plans to purchase two new vehicles, one each in 2021 and 2024. Presbyterian Medical Services (PMS), which operates the Center, advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Through the Moriarty Senior Center, PMS provides meal delivery for homebound seniors. It also provides transportation for seniors to enjoy nutritious meals at the center, join an occasional shopping expedition, or visit a doctor's office. Meal deliveries and transportation needs have increased. The fleet of home meal delivery vehicles has exceeded the expected useful life as the vehicles are 11 years old and exceed 148,000 miles each. One delivery vehicle used by PMS in Torrance County was recently totaled in an accident. The remaining two SUVs have multiple mechanical issues, which increases maintenance costs. The back hatch of one SUV cannot be opened, and staff accesses meal carriers through the back doors. All-wheel drive SUVs allow passage on rugged, rural and mountain roads, especially during inclement weather. The SUVs can accommodate meal delivery and transportation. Quotes have been obtained on a Chevrolet Equinox AWD LS equipped with a portable food service unit: the Cambro Heated Pan Carrier which will fit inside the Equinox. An alternative is to purchase a Chevrolet Colorado 4WD extended cab with a Hot Shot Food Delivery Body.</p>									
		Moriarty Senior Center Renovations			60,500					60,500	N
		<p>Renovate/repair senior center in Moriarty, NM, in Torrance County.</p> <p>Torrance County will renovate the existing Moriarty Senior Center to ensure it remains operational while a new center is planned, designed, and constructed. Critical activities planned for this renovation project include (1) upgrading bathrooms; (2) replacing existing doors with ADA-compliant doors, (3) installing carpeting, (4) replacing flashing and gutters, (5) making electrical upgrades, and (6) replacing the grease trap. The goals of these activities include making renovations to prevent future damage to the building and removing safety hazards throughout the building. .These improvements are necessary to meet the needs of the senior citizens and their family members of City of Moriarty and the surrounding rural areas.</p> <p>ALTSD APPLICATION: Torrance County will renovate the Moriarty Senior Center, 120 Roosevelt Ave. The building, which is 69 years old, has outlived the expected usage; however, Torrance County is obligated to keep the senior center operational until a new center can be planned, designed, and constructed. Activities include general repairs, roof repairs, electrical upgrades, and grease trap repair/replacement. Torrance County is requesting \$55,000 for renovations.</p>									

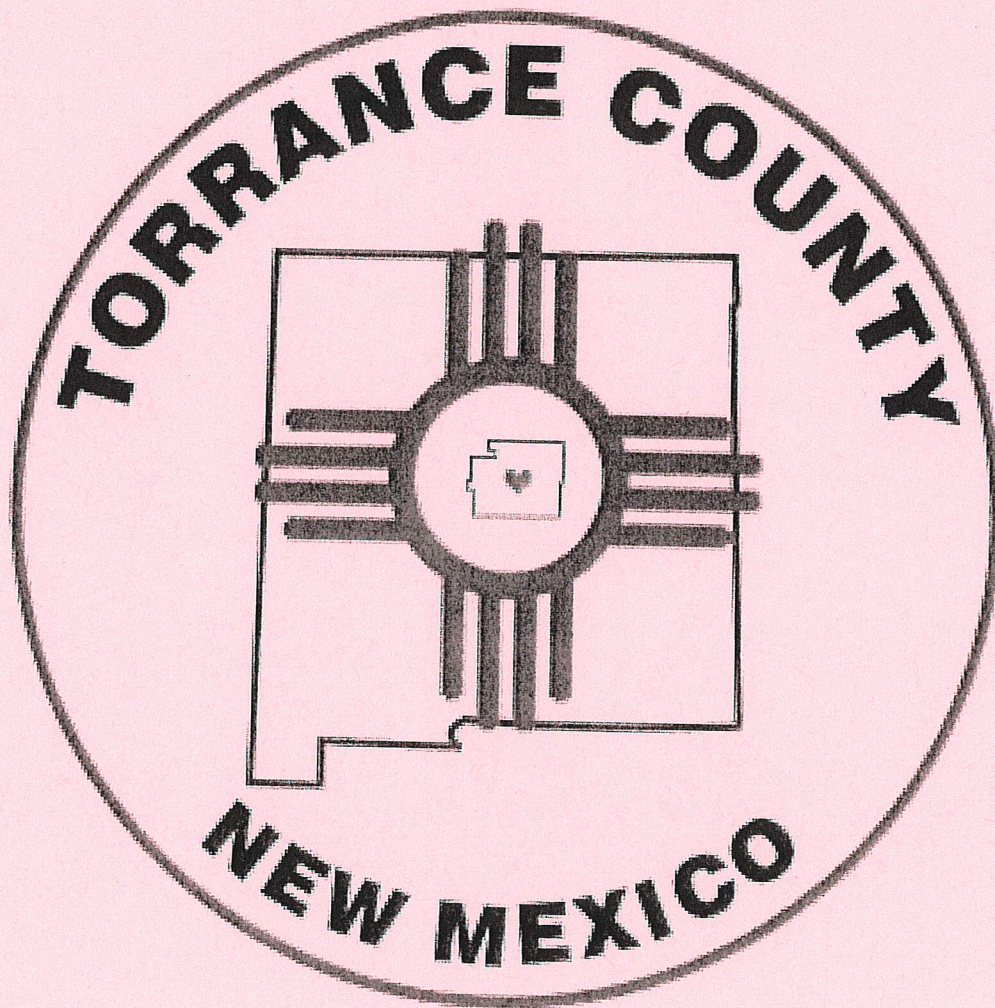
Mountainair

Year	Rank	Project Title	Already Funded	Awarded	2022	2023	2024	2025	2026	Total Cost	Phases
2021	001	Mountainair Senior Center Renovations			70,000	10,000	10,000	10,000	10,000	110,000	Y
		<p>To plan, design, construct, and renovate an ADA compliant sidewalk and awning to the main entrance of the Mountainair Senior Center as well as make renovations to existing building in Mountainair, New Mexico, in Torrance County.</p> <p>Torrance County will plan, design, and construct an ADA compliant sidewalk and awning to the main entrance of the building. The County also plans to complete renovations to the existing building to include a new roof and interior repairs made necessary because of leak damage. Additional work includes kitchen hood repairs, painting, and carpeting throughout.</p> <p>ALTSD APPLICATION: Torrance County will plan, design, and construct renovations to the Mountainair Senior Center, 107 N Summit Ave. Improvements include an ADA compliant sidewalk and awning to the main entrance, as well renovations to include interior repairs made necessary because of damage caused by a leaking roof. The roof has been repaired; however, interior damage remains. Work will include repair to the subsurface of floors along with carpeting throughout, new windows in the older section of the building, upgrading from a swamp cooler to two DC cooling units, and upgrading to LED lighting. Parking lot resurfacing is also required. The total project cost is \$170,000.</p>									
2021	002	Purchase and Replace Meals Equipment			70,000	15,000	15,000	15,000	15,000	130,000	Y
		<p>To purchase and replace existing kitchen equipment in the Mountainair Senior Center in Town of Mountainair, New Mexico, County of Torrance.</p> <p>Torrance County will purchase and replace existing meal preparation equipment. The need to replace equipment at the senior center is essential to ensure daily operations are maintained. The Center is in dire need of one piece of equipment in particular. The Mountainair Senior Center dishwasher has broken down. Staff, which consists of one cook, is using the three-sink method to wash all dishes, pots, pans and utensils, which is time consuming. Sanitization levels and temperatures would be more consistent with a dishwasher.</p>									

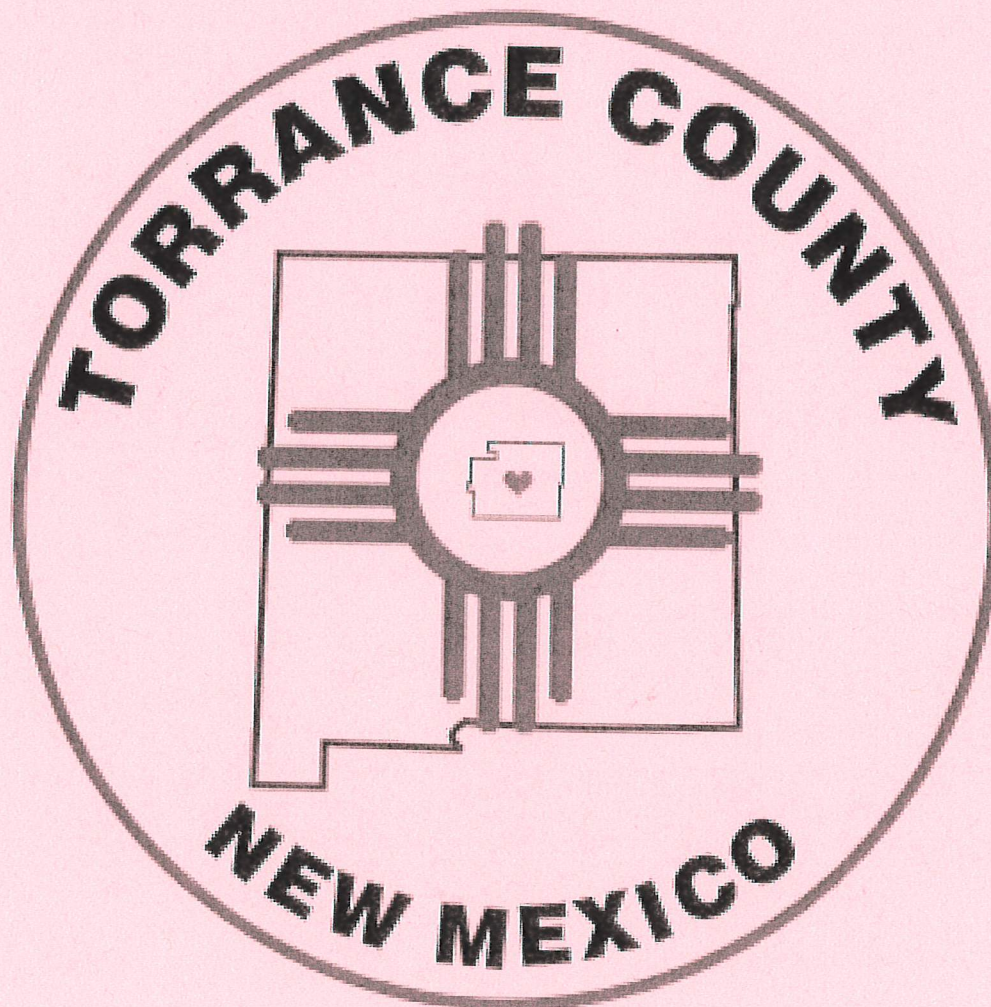
Year	Rank	Project Title	Already Funded	Awarded	2022	2023	2024	2025	2026	Total Cost	Phases
2022	001	Purchase and Equip Delivery/Transporation Vehicle	45,333			45,333		45,333		135,999	N
		<p>o purchase and equip delivery/transportation vehicle for the Mountainair Senior Center, Mountainair, New Mexico, in Torrance County.</p> <p>The Mountainair Senior Center has a growing need to provide safe home meal delivery to homebound seniors in Torrance County. The County plans to purchase two new vehicles, one each in 2021 and 2024. Presbyterian Medical Services (PMS), which operates the Center, advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Through the Mountainair Senior Center, PMS provides meal delivery for homebound seniors. It also provides transportation for seniors to enjoy nutritious meals at the center, join an occasional shopping expedition, or visit a doctor's office. Meal deliveries and transportation needs have increased. The fleet of home meal delivery vehicles has exceeded the expected useful life as the vehicles are 11 years old and exceed 148,000 miles each. One delivery vehicle used by PMS in Torrance County was recently totaled in an accident. The remaining two SUVs have multiple mechanical issues, which increases maintenance costs. The back hatch of one SUV cannot be opened, and staff accesses meal carriers through the back doors. All-wheel drive SUVs allow passage on rugged, rural and mountain roads, especially during inclement weather. The SUVs can accommodate meal delivery and transportation. Quotes have been obtained on a Chevrolet Equinox AWD LS equipped with a portable food service unit: the Cambro Heated Pan Carrier which will fit inside the Equinox. An alternative is to purchase a Chevrolet Colorado 4WD extended cab with a Hot Shot Food Delivery Body.</p>									



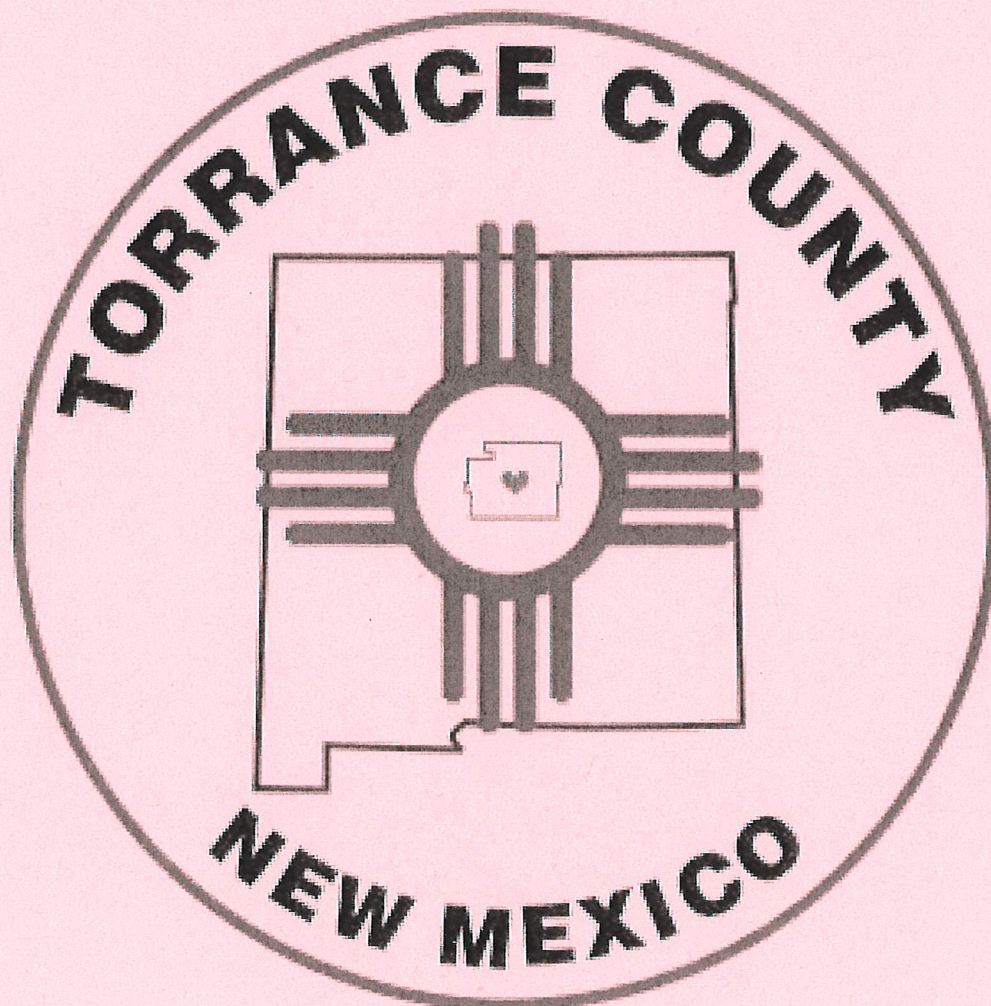
*Agenda Item
No. 13-B*



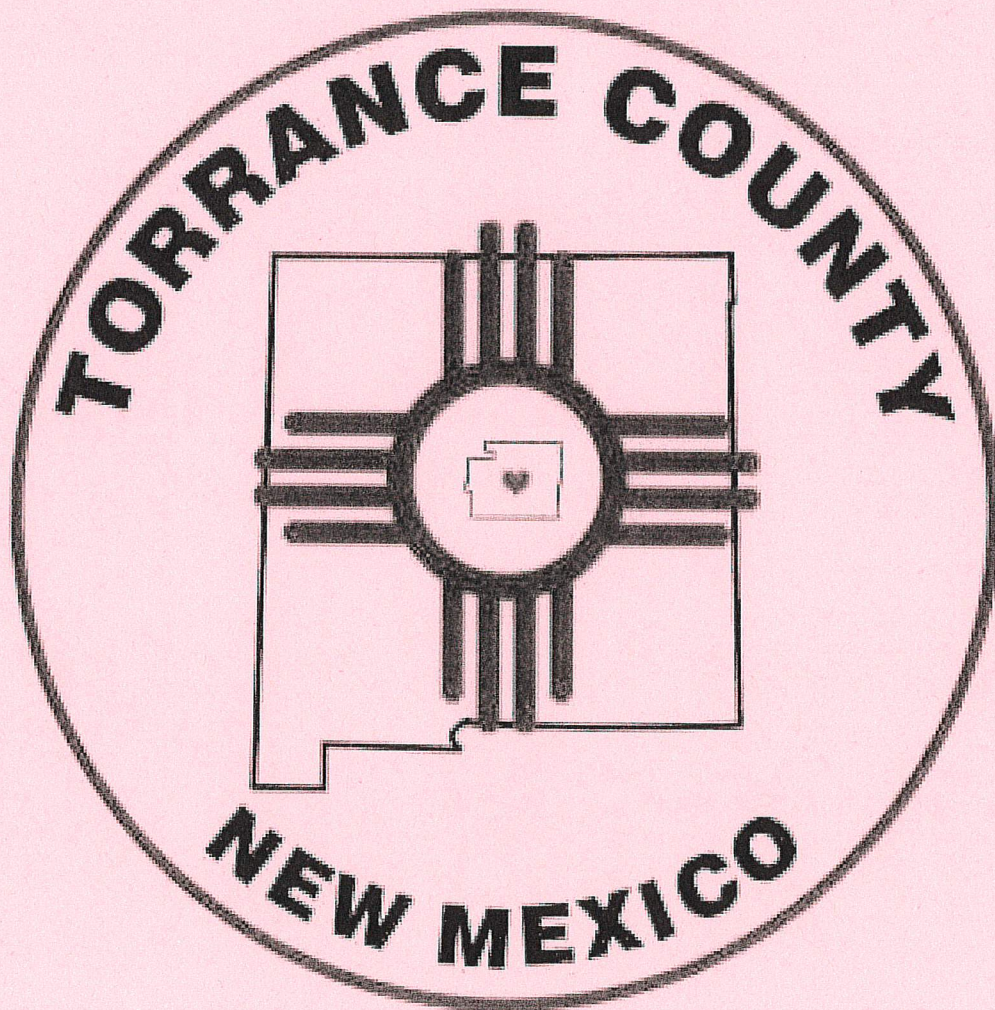
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No. 14-A*



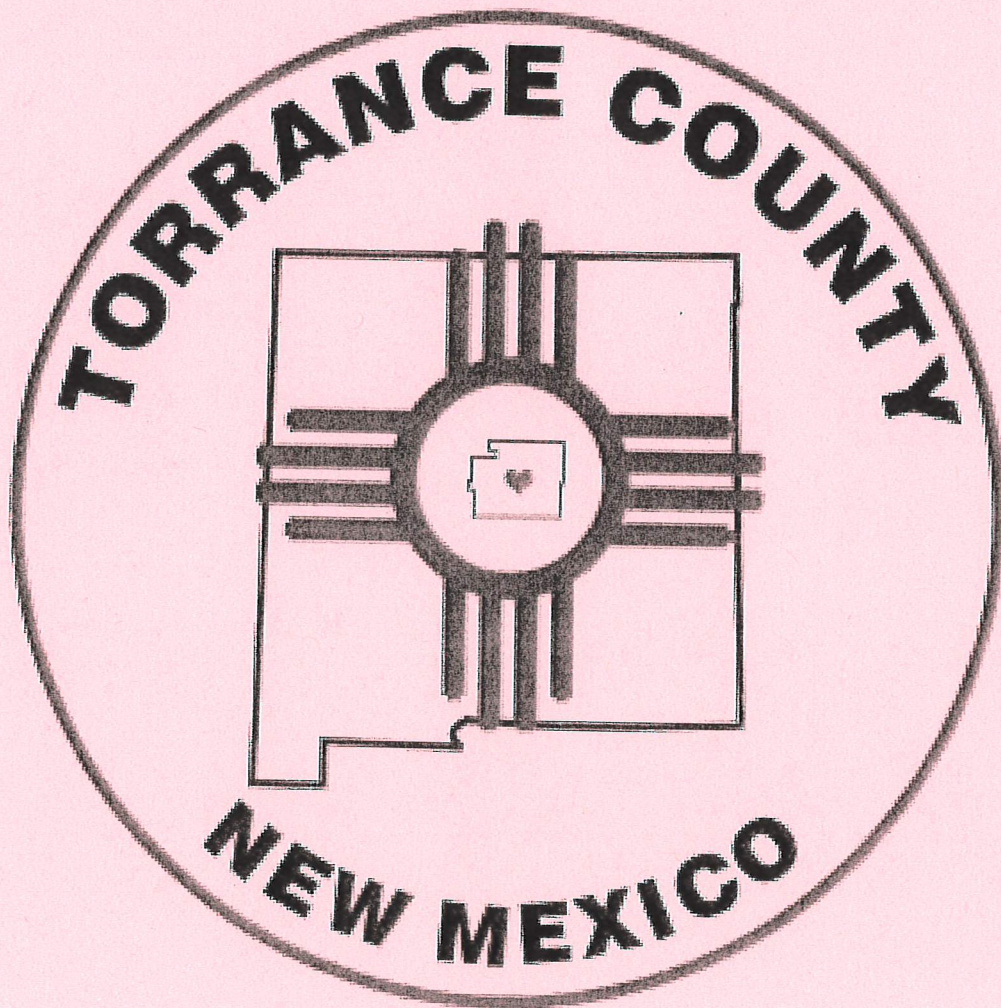
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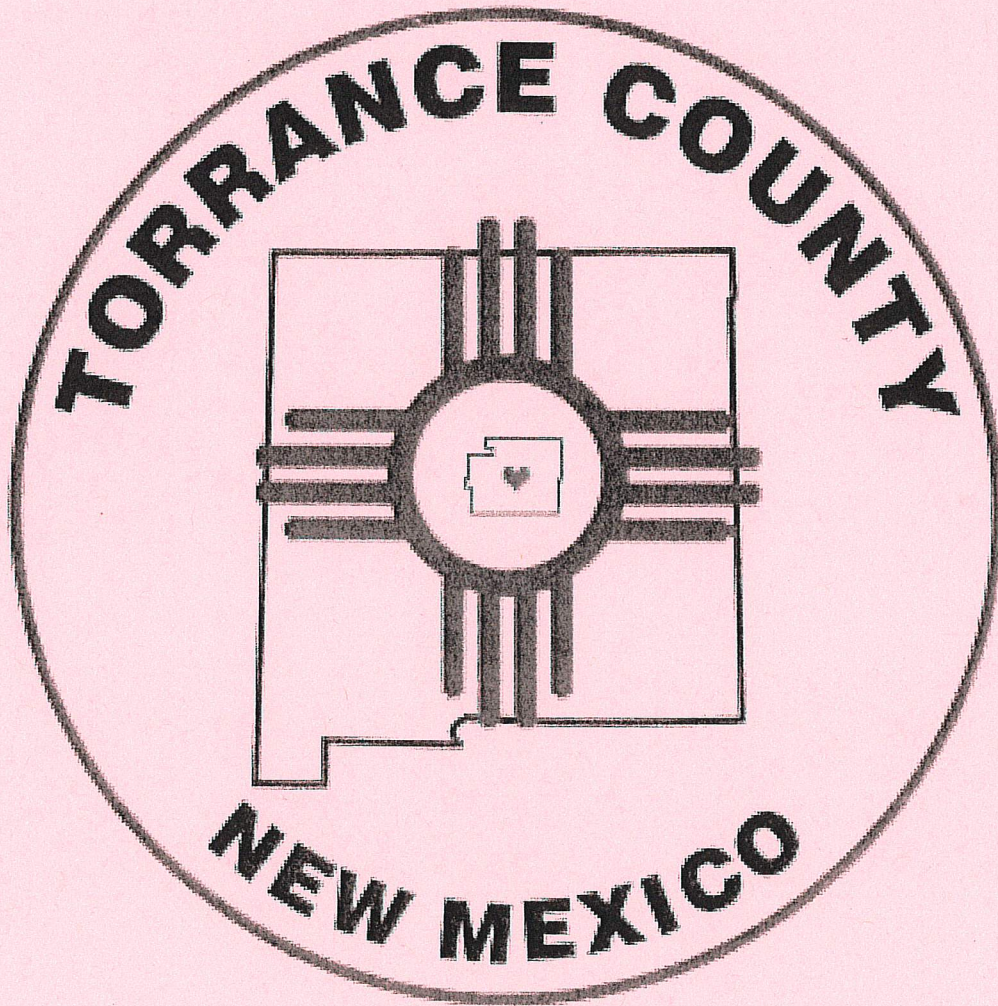
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Agenda Item
No. 14-D



Agenda Item
No. 15



*Agenda Item
No. 16*