

**TORRANCE COUNTY**  
**COMMISSION MEETING**

**March 9, 2022**

**9:00 A.M.**

**For Public View**  
**Do Not Remove**



***Torrance County***  
BOARD OF COUNTY COMMISSIONERS (BCC)  
**Ryan Schwebach**, Chair, District 2  
**Kevin McCall**, Member, District 1  
**LeRoy M. Candelaria**, Vice Chair, District 3

**Janice Y. Barela**, County Manager

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The meeting will be available via Zoom and the link may be found on the County's website [www.torrancecountynm.org/calendar](http://www.torrancecountynm.org/calendar). Click on the event to access Zoom Meeting information.

**ADMINISTRATIVE MEETING  
AGENDA**

**WEDNESDAY, March 9, 2022 @ 9:00 AM**  
**205 S. Ninth Street, Estancia, NM 87016**

- 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**
  - A. MANAGER:** Motion to appoint Fair Board Alternate, Kyria Encinias, to fill the vacant At-Large Fair Board Member position.
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
  - A. COMMISSION:** Motion to approve the February 23, 2022, Torrance County Commission Meeting Minutes.
- 9. APPROVAL OF CONSENT AGENDA**
  - A. FINANCE:** Motion to approve payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**

A. **FINANCE:** Motion to approve Resolution 2022-\_\_\_, Disposition of two life packs – Fire.

B. **FINANCE:** Motion to approve Resolution 2022-\_\_\_, Budget Increase for Domestic Violence.

**12. APPROVALS**

A. **ROAD:** Motion to approve 4 Rivers rental invoice for rental fees on roller (\$4,422.88). Explanation of fees dropped for repair of Torrance County's roller (\$6,000.00).

B. **DOMESTIC VIOLENCE:** Motion to ratify submittal of grant application requesting \$9,521.00 from the Family Violence Prevention Services Act/American Rescue Plan (FVPSA/ARP).

C. **DOMESTIC VIOLENCE:** Motion to approve grant agreement/statement of work for \$9,521.00 from the Family Violence Prevention Services Act/American Rescue Plan (FVPSA/ARP).

D. **SHERIFF:** Motion to approve Law Enforcement Protection Fund (LEPF) Application.

**13. DISCUSSION**

A. **MANAGER'S REPORT**

B. **COMMISSIONERS' REPORTS**

1) Commissioner McCall, District 1

2) Commissioner Schwebach, District 2

a.) Annual Jail Inspection Report.

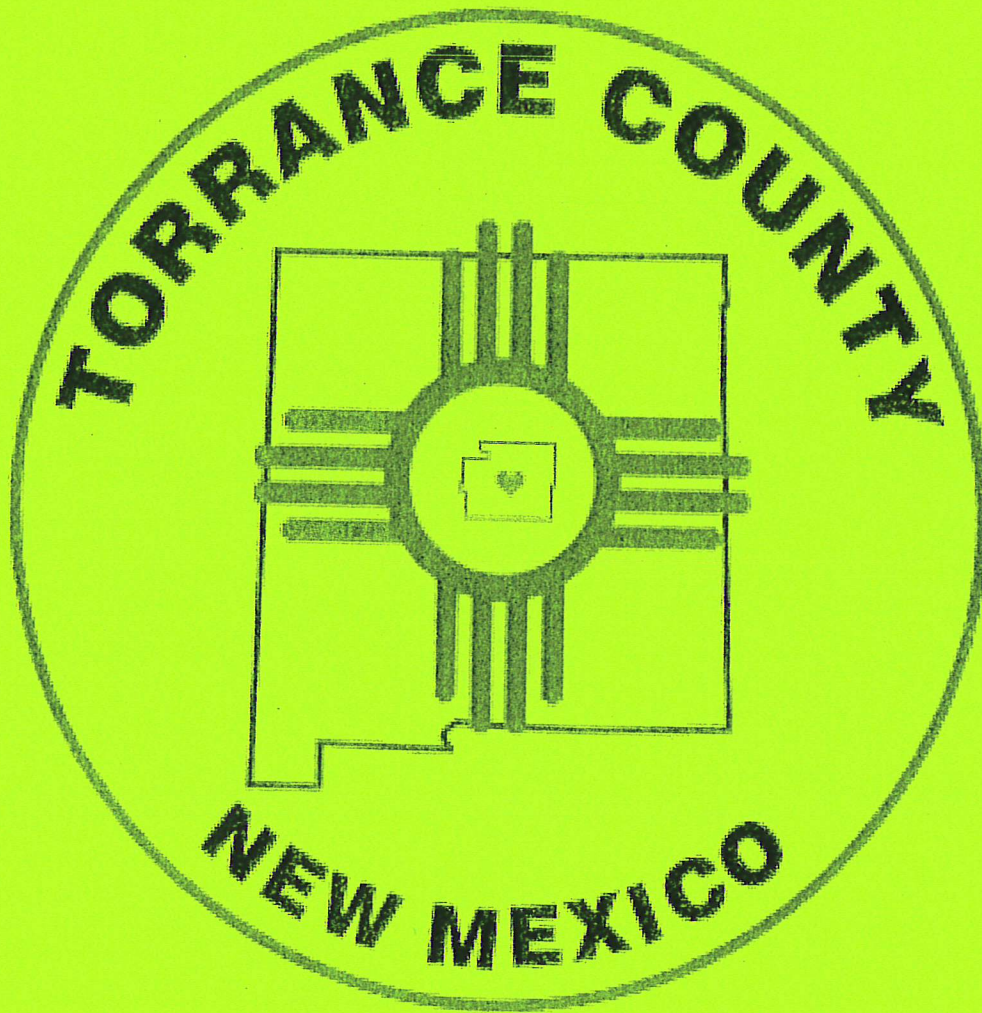
3) Commissioner Candelaria, District 3

**14. EXECUTIVE SESSION**

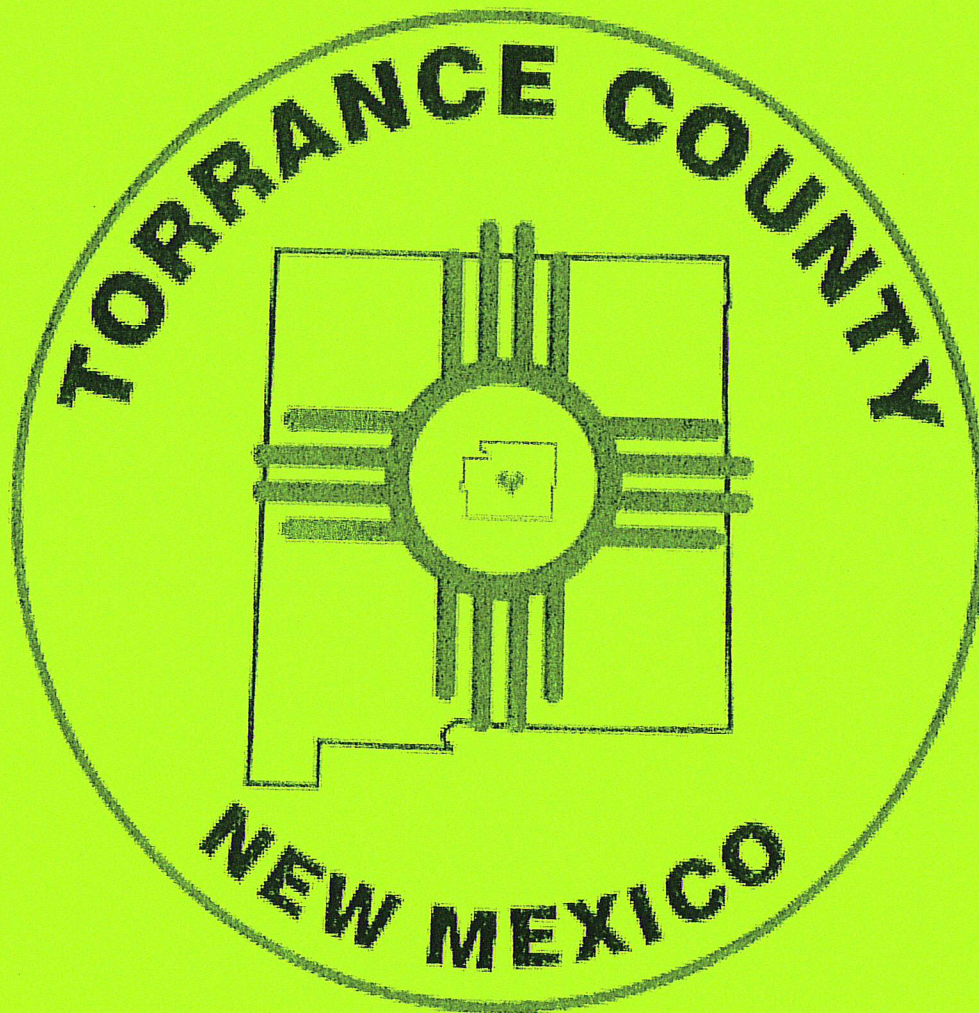
**15. Announcement of the next Board of County Commissioners Meeting:** March 23, 2022, at 9:00 AM.

**16. SIGNING OF OFFICIAL DOCUMENTS**

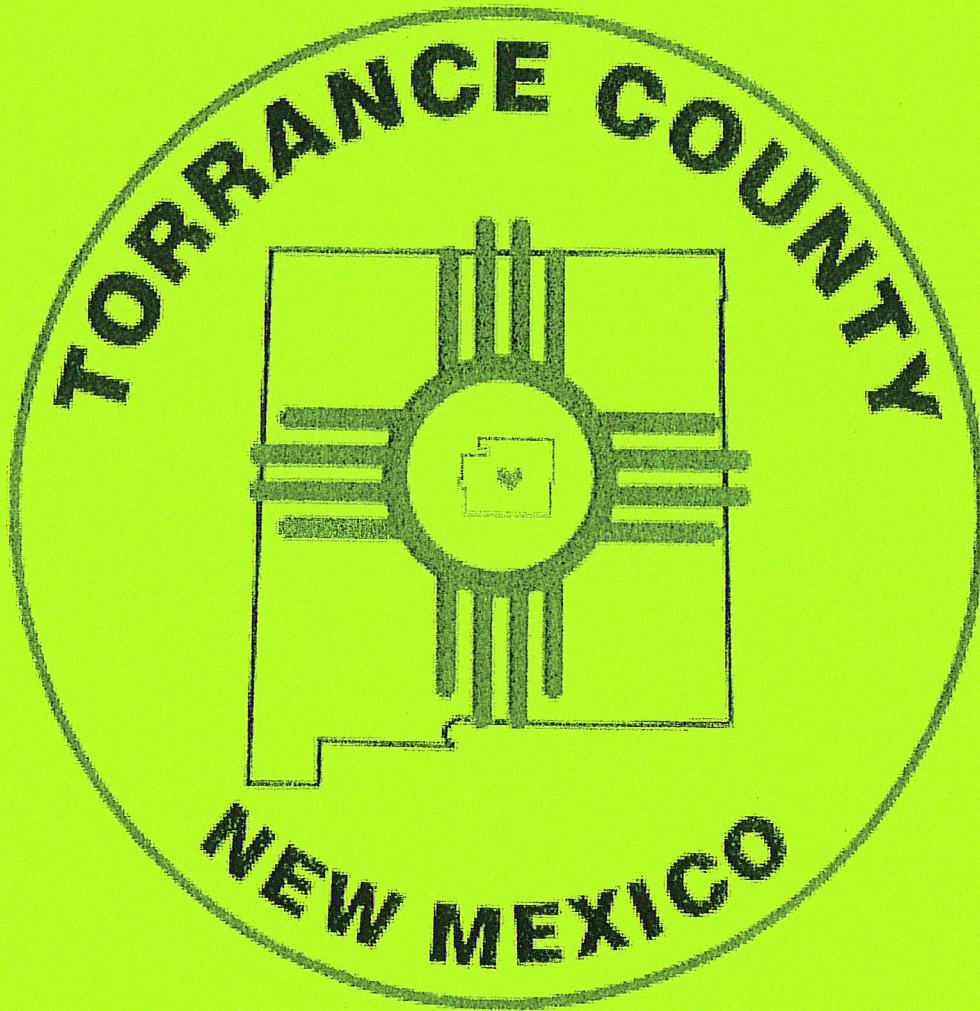
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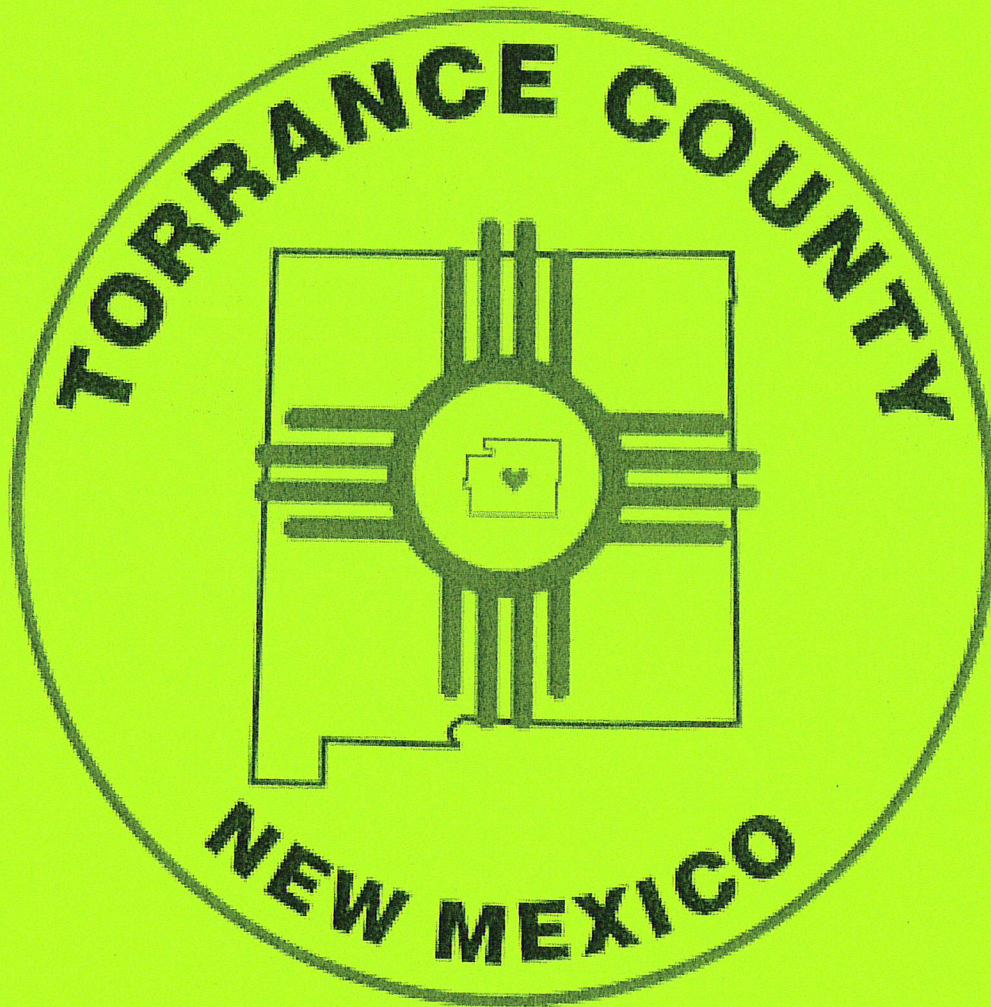
*Agenda Item  
No. 1*



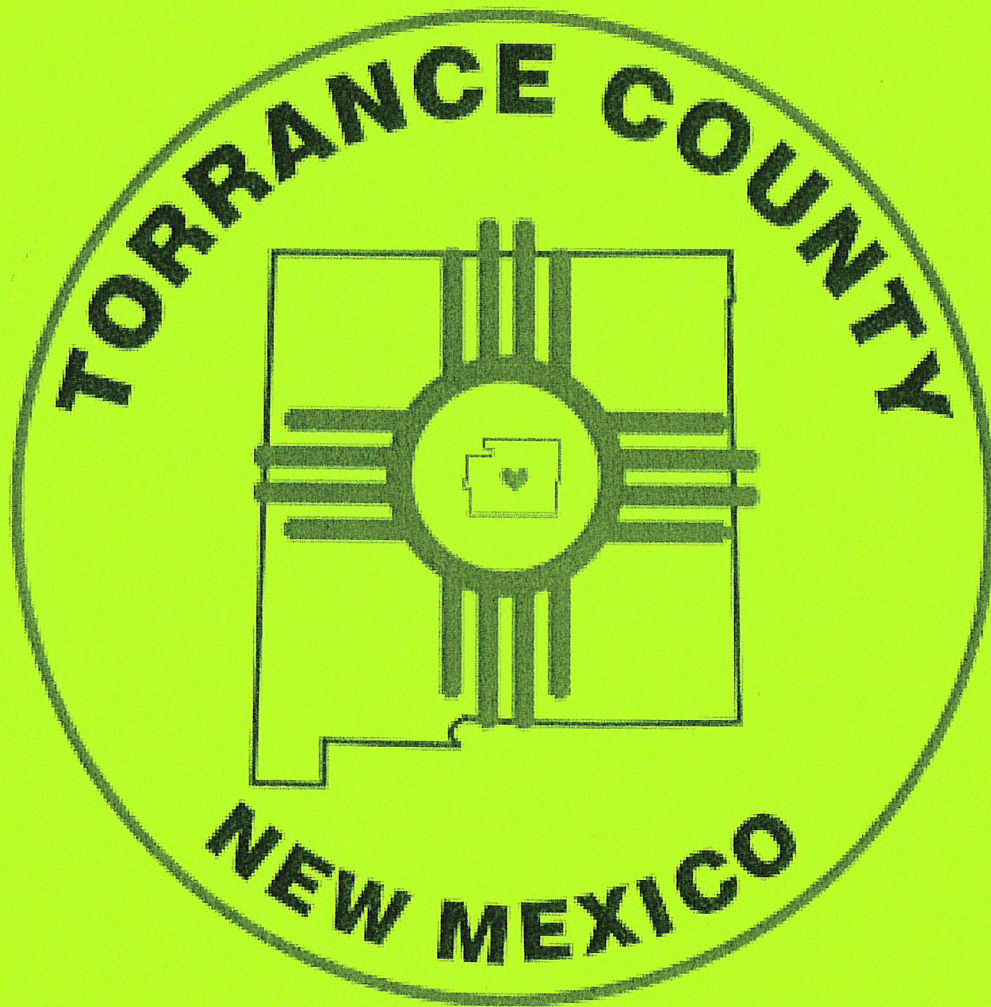
*Agenda Item*  
*No. 2*



*Agenda Item  
No. 3*



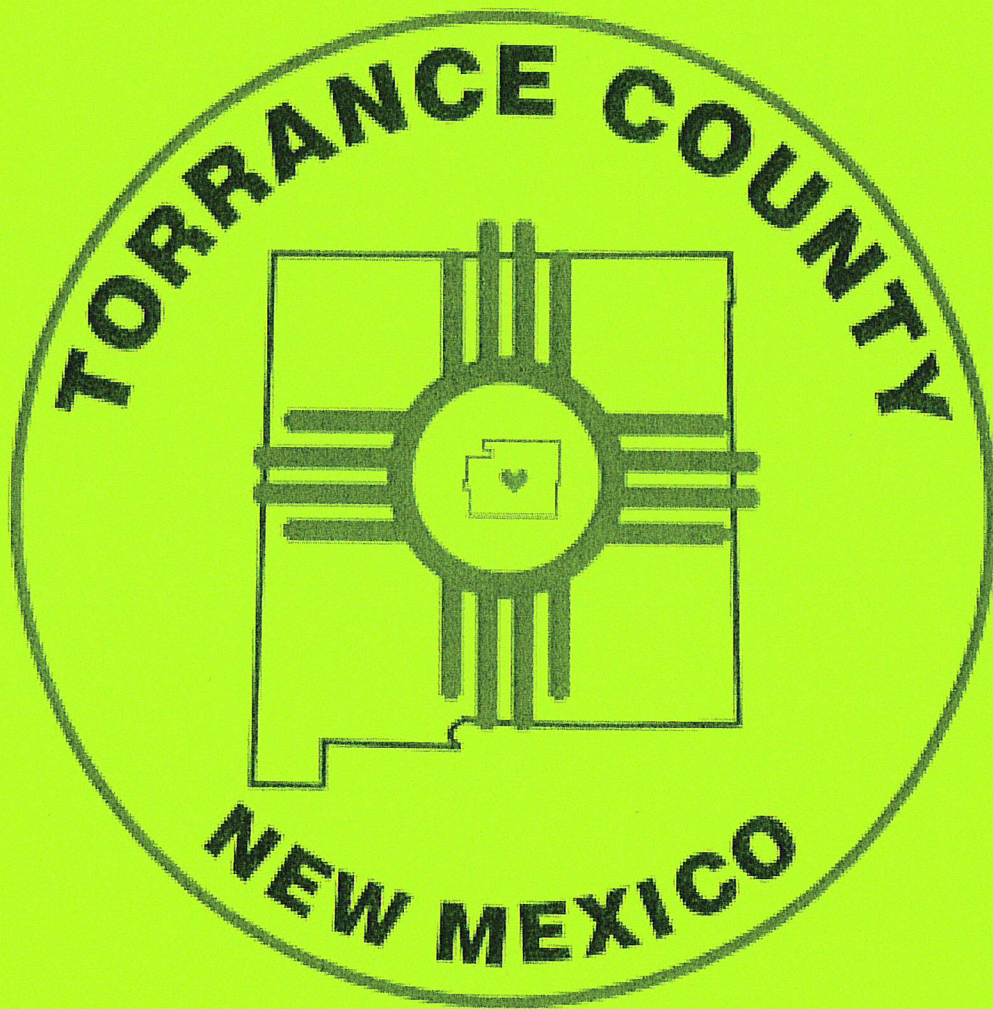
*Agenda Item*  
*No. 4*



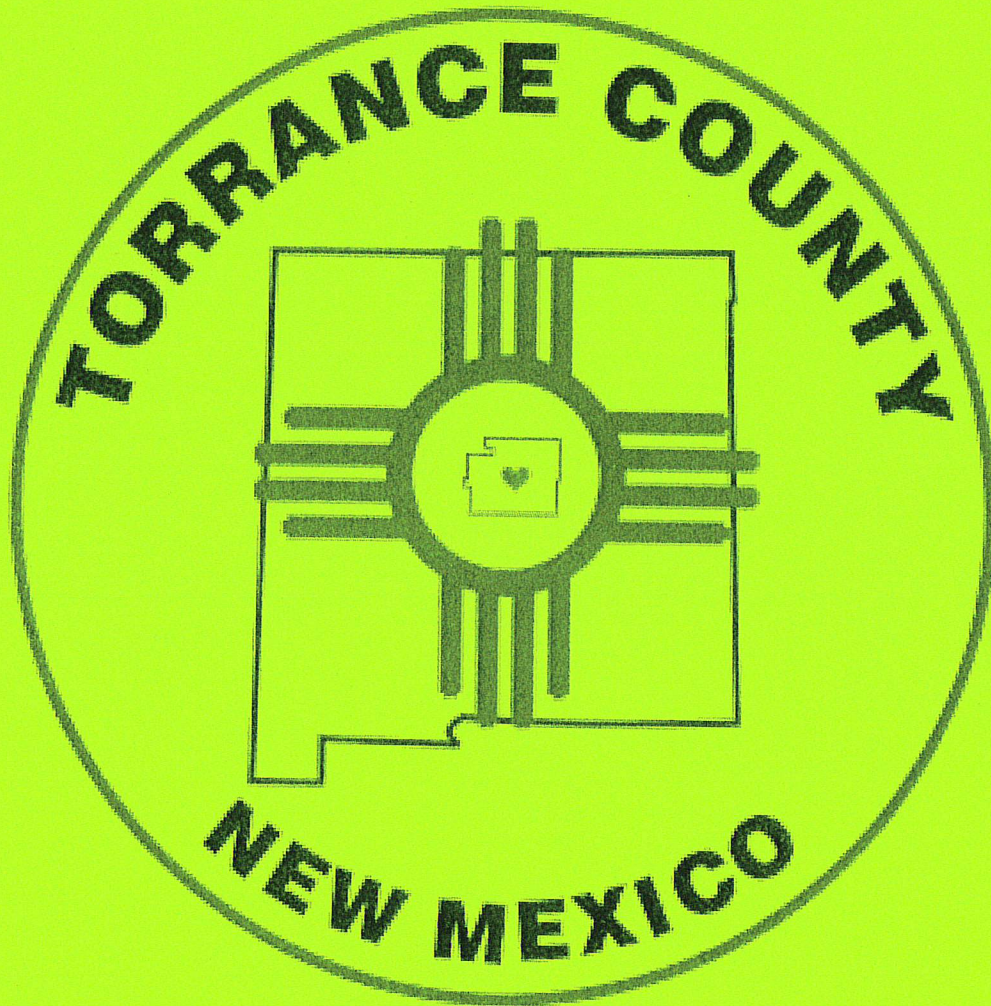
*Agenda Item*

*No. 5*

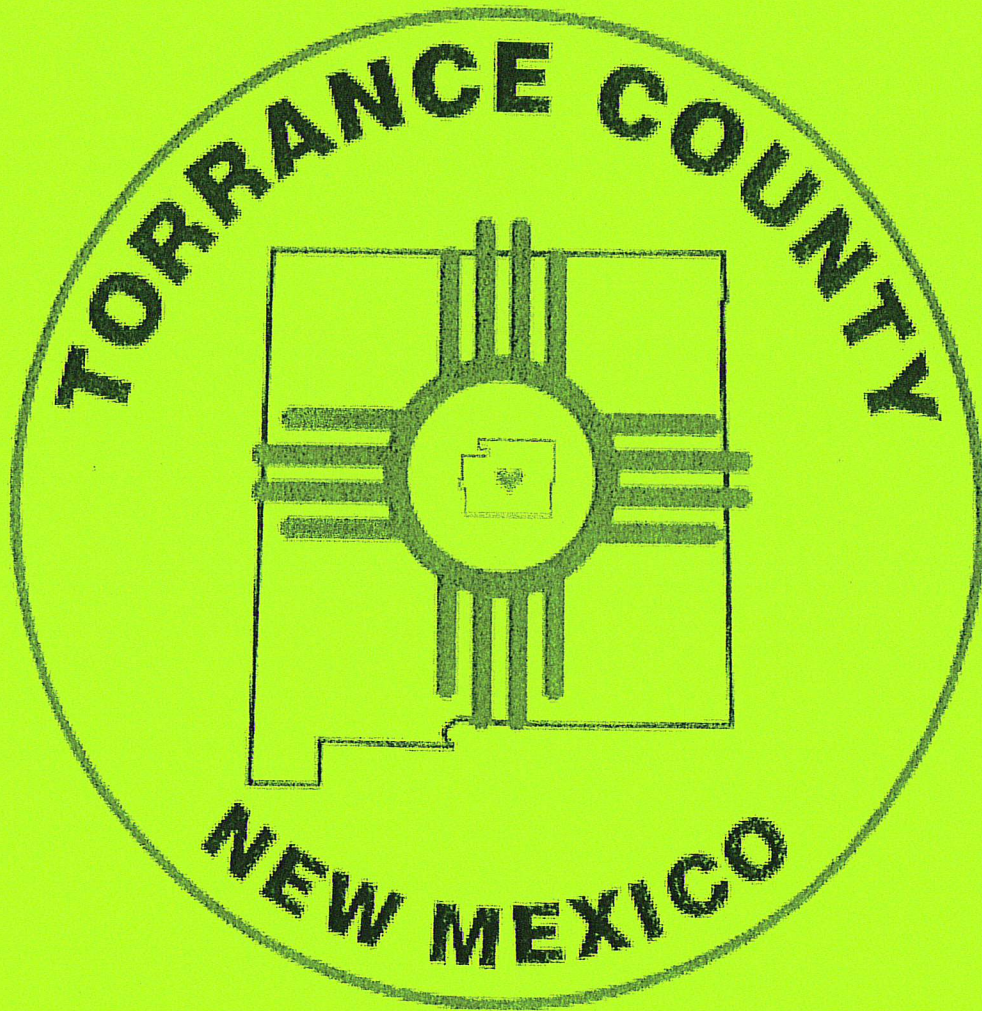




*Agenda Item  
No. 6-A*



*Agenda Item*  
*No. 7*



*Agenda Item*  
*No. 8-A*

**DRAFT**

**Torrance County Board of Commissioners**

**Regular Commission Meeting**

**February 23, 2022**

**9:00 AM**

**Commissioners Present:**       **RYAN SCHWEBACH – CHAIR**  
  **KEVIN MCCALL – MEMBER**  
  **LEROY CANDELARIA – VICE CHAIR**

**Others Present:**

**JANICE BARELA – COUNTY MANAGER**  
**JUAN TORRES- DEPUTY COUNTY MANAGER**  
**JEREMY OLIVER – FINANCE DIRECTOR**  
**JOHN BUTRICK – COUNTY ATTORNEY**  
**YVONNE OTERO – COUNTY CLERK**  
**VALERIE SMITH – ADMINISTRATIVE ASSISTANT**

**1.     CALL MEETING TO ORDER**

**Chairman Schwebach:** Called meeting to order at 9:00 A.M.

**2.     INVOCATION & PLEDGE**

**PLEDGE:**

**Chairman Schwebach:** Led the Pledge of Allegiance.

**INVOCATION:**

**Commissioner Candelaria:** Led the invocation.



**3. CHANGES TO THE AGENDA:**

**Madam County Manager Barela:** Move Item 13-A, “Finance: Presentation of Torrance County FY 2021 Audit-Kubiack, Melton and Associates,” before Item 11-A, “Finance: Motion to approve Resolution 2022-12, Torrance County FY 2021 Audit Report.”

Move Item 13-B, “Manager: Bohannon Huston’s presentation of the Professional Engineering Report for the Duran Water System as approved by the New Mexico Environmental Department (NMED,) presented by Nathan Roberts,” before Item 12-A: “Manager: Motion to approve and accept Bohannon Huston’s Professional Engineering Report for the Duran Water project as approved by the New Mexico Environmental Department (NMED.)”

Correct Items 12-A and 13-B: Change the word “Professional” to “Preliminary.”

**4. PROCLAMATIONS:**

**NONE THIS DAY**

**5. CERTIFICATES AND AWARDS:**

**NONE THIS DAY**

**6. BOARD AND COMMITTEE APPOINTMENTS**

**NONE THIS DAY.**

**7. PUBLIC COMMENT and COMMUNICATIONS**

**Madam County Manager Barela:** Introduced the employees, residents and guests who had signed up for public comment.

**Charlene Guffy:** In 2019, there was an action item to increase the number of Commissioners from 3 to 5. It did not pass. This action needs to be taken out of the Commission’s hands and let the public vote on it, like they did.

Planning & Zoning has gone rogue. The County Manager, Attorney, Commissioners, and the P&Z Board have no control over the department. They pick and choose the cases that they follow up on, and the attitude is “it is your property, do what you want.”

She was told there are no subdivision ordinances, though there are. To live in an RV, you just need a letter of intent.

She was asked to put these concerns into the County Attorney’s hands, which was done on October 13th, but nothing has come of it.

Regarding the EMWT action item: there is no public hearing before the action. The County has asked the State for Capital Improvement money for several years now. Each time it is denied. She believes that that means that it is not in the best interests of the people.

On 12-31-21, Torrance County and the Estancia Valley Solid Waste Authority agreed to a 2nd 3-month extension, and as of today there have been 54 days without a signed contract. Today they are asking for a 6-month extension instead of signing a contract, which is in the best interest of the County's people.

**Jason Quintana:** Here to speak about the EMWT action item.

He wants a copy of the complete design and implementation plan. He has a lot of questions. It says, "the water won't leave the basin," but also says "Edgewood could become a partner," which means the water could leave the basin.

He wants to know what happens to people who sell their water rights, because he has heard conflicting stories. One person told him it was max 25% sale of water rights, Donzil told him it was 100%. He is asking how much it really is.

He also said anyone who gives up their rights, he heard, will have to close up their own wells, and wants to know if that is true.

**Chairman Schwebach:** Asked for a show of hands of who is there concerning the EMWT action item. There were approximately 5 to 10 people in the audience who raised their hands. He said that he was writing the questions down and will answer them all during the meeting.

**Jason Quintana:** He wants to know what guarantees there are that say that the water doesn't leave the basin.

**Augustine Montoya:** The people here may run out of water. We have primogeniture rights to this water, and he wants his niece to be able to grow up in Torrance County, Water is life, but also economic opportunity. Putting in a system that sucks water from one end and releases it on the other is not conscientious.

There is a serious concern over Campbell Ranch possibly being brought into the contract. It is a 5,000-home subdivision that will take much more than it gives.

**Yvonne Otero, County Clerk:** Gave an update on the election items coming up. Candidate filing day is Tuesday, March 8, 2022, from 9 a.m. to 5 p.m. The cost is \$50 to file. This is for any of the County Offices, Magistrate Judge, County Commissioners, County Sheriff, Assessor, Senate, and higher up. If you are in Torrance County, you must file in the County Clerk's Office.

If you miss Filing Day, you may still come in on Write-In Day the following week on March 15, 2022, from 9 a.m. to 5 p.m. Candidate guides may be obtained from the County Clerk's Office or the Secretary of State's website.

**Senaida Anaya, Land Grant Communities:** She echoes Jason and Augustine's previous comments. She said that last time there would be discussion and answers regarding the match for the EMWT water. This was never answered.

There are many other water systems asking for support. Duran has been on the agenda for a long time, as well as Tajique, Torreon, and Manzano have been on the agenda looking for support. Abo and Punta de Agua as well, and none have been considered or put at the top of the list. Though they appreciate everything that has been done, it has not been done without opposition.

During the last Commission Meeting, the Commissioners signed a resolution opposing the 30 by 30 Act, and she commends them for standing up for their rights. On the other hand, today a resolution will be signed providing matching funds for the EMWT McIntosh Water Project. This takes rights away from the community members and forces them into paying for water.

Donzil Worthington and Bobby Ortiz were asked "Will the water rights be forfeit or taken from the people who live in that community?" The answer was "in 5 years' time, they will be made to hook up to the system." It hasn't been set out clearly. It was said that there would be town hall meetings to speak to the residents of this community and find out what they want.

Today a bold resolution will be signed to match a very large amount of money- approximately \$1M.

Everyone is worried about the future, but what about the people who are here now, raising their families? Water is life, and not a political tool.

**Wendy Friedrich:** Moved to the area in part because she is not forced to connect to the utilities. Being forced by the government is bad enough but being forced by a private entity makes it even worse. Where is the oversight? Saying it is a non-profit, that just makes it a tax filing. They still get paid. We are privatizing public water. When all they care about is money, the people get the raw end.

She is personally putting in a rainwater harvesting system. She wants to know why we are not doing something like that.

A small solar flare just took out 40 Space link satellites like nothing. If something happens to the power grid because of an EMP, and we lose power for more than a few days, a water system that relies on the power grid will not be a good thing.

If the community members refuse to hook up to the system, will they be able to take liens out on people's homes? Or take people's homes? She wants to know if she will be forced

to connect in 5 years even though she gets her water from rain collection. She wants to know what the punishment is.

She would like to know if some of the American Rescue Act funds could be used to help people in this area set up rainwater collection.

**Mayor Nathan Dial:** Implores the County to commit to paying for the Fairgrounds by the end of the fiscal year. Little league has been set back another year because they were counting on the money to fix the baseball fields. He wants the County to think of the youth of Estancia and Torrance County. Not having the baseball field is a domino effect that impacts a generation of children, who may no longer be competitive in youth sports without a place to play.

**Madam County Manager:** Any public comment on Zoom?

**Jeremy Oliver:** There is not anyone signed up for public comment.

## **8. APPROVAL OF MINUTES**

- A. **COMMISSION:** Motion to approve the February 9, 2022, Torrance County Commission Meeting Minutes.

### **ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve the February 9, 2022, Torrance County Commission Meeting Minutes.

**Commissioner McCall:** Seconded the motion. There was no discussion.

### **ROLL CALL VOTE:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

## **9. APPROVAL OF CONSENT AGENDA**

- A. **FINANCE:** Motion to approve payables.

### **ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve payables.

**Commissioner McCall:** Seconded the motion.

### **ROLL CALL VOTE:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.



**Motion Passed.**

**10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**

**NONE THIS DAY.**

ITEM 13-A WAS PRESENTED NEXT.

ITEM 11-A PRESENTED AFTER 13-A.

**11. ADOPTION OF RESOLUTION**

**A. FINANCE: Motion to approve Resolution 2022- 12, Torrance County FY 2021 Audit Report.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Resolution 2022-12, Torrance County FY 2021 Audit Report.

**Commissioner McCall:** Seconded the motion.

**Roll Call Vote: Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**B. COMMISSION: Motion to approve Resolution 2022- \_\_\_\_, authorizing use of a portion of the Torrance County's American Rescue Plan Act funds to be dedicated as the local match for the EMWT Regional Water Association's Water Trust Board application for the McIntosh Water Project, contingent on the terms of the Resolution.**

**Chairman Schwebach:** Opened the item for discussion. Asked Donzil Worthington of Bohannon Huston to speak and answer questions. He asked Madam County Manager Barela to first read the Resolution in full.

**Madam County Manager Barela:** Read the resolution in full.

**Chairman Schwebach:** Explained that EMWT is not a new idea, and it has been necessary for a long time. It is based on a study from the Estancia Valley Basin Water Planning Committee. The State Engineer's Office is who gives out water rights. EMWT is based on New Mexico laws and how the State interprets those laws. In 1994 is when no new appropriations began. EMWT has been in the works for almost 30 years, is based on what EMW Gas did. EMW stands for Estancia, Moriarty, Willard. It is a non-profit natural gas company, and a quasi-governmental company, with unpaid elected officials on the board. They are bound on their profits. The money they have can only go to expanding the gas systems within Torrance County. If they want to go

outside of Torrance County, it takes the approval of motions and resolutions. Campbell Ranch and Edgewood have been spoken about, but it is not in the overall plan. The way water in New Mexico works is that cities must acquire water rights, while citizens do not, from the State. He said that EMWT is not acquiring new water rights, they are taking existing water rights and turning them commercial, which cuts consumptive use in half. This works because for example a farmer gets 2.5-acre feet of water, but once it is transferred to commercial rights, the farmer may only use 1.25 acre feet of water. Doing this ensures that residents have safe, potable water that they must hook up to.

**Donzil Worthington, Bohannan Huston:** The entities that make up the Board are Estancia, Moriarty and Torrance County and Willard.

**Chairman Schwebach:** This Commission, and the Estancia, Moriarty, and Willard City Councils have control of who sits on the Board.

**Wendy Freidrich:** Asked what the punishment would be for choosing not to hookup.

**Chairman Schwebach:** Answered that this was not the time for discussion and that he was answering questions now. He told her that after the meeting is when questions may be asked. He then asked Donzil about a partnership with Edgewood.

**Donzil Worthington:** The Board would have no comment on that question. In 2007-2008, when this first started, the PER identified a water master plan. Initially they were looking at the basin and adjoining areas such as Edgewood, Mountainair, and Stanley. Since then, because of input from too many concerned citizens, the map has been re-drawn and has excluded those areas from the project. The by-laws were also modified.

**Chairman Schwebach:** All water rights are for the use of New Mexicans, and any changes to where water is destined need to be approved by the State Engineer's Office. Putting in a pipeline would ensure that the water stays in the Estancia Valley more than anything else. There are frequent questions from other entities inquiring about using the water.

**Donzil Worthington:** There are many people looking to export water. The number 1 job of EMWT is to support economic growth, to keep the water in the Estancia Valley, and to help the people of Torrance County.

This project has been submitted to the Office of the State Engineer. The water comes from a closed basin, and the water rights would come from individuals willing to sell. The water rights would also have to be approved to be sure they don't affect adjoining water levels or usage.

If the funding is approved, that is the first step to the entire process. The process needs to be approved every step of the way by the New Mexico Finance Authority (hereafter referred to as NMFA) and the State Engineer.

**Chairman Schwebach:** Asked if the funds that the County is matching are coming from the Water Trust Board.

**Donzil Worthington:** Answered in the affirmative. Explained the application to the NMFA, and that it is hopefully between an 85%-90% grant. 90% meets the criteria. It would require a 10%



local match to be approved by the NM Water Trust Board. The \$981,155 on the resolution being discussed would be an in-kind contribution that would reduce the cost of the project almost \$1M, to \$626,000, of which 90% is hopefully funded, at 0% interest over 20 years. The County's successful match from ARPA is dependent upon the meeting the criteria from the NMFA and the parameters of the project.

**Commissioner Candelaria:** The County is always looking out for it's people regarding water. EBWRA is a watchdog, and he thinks more people should join. The Soil and Water Conservation Districts help protect the water. He believes that this is a good thing for keeping our water in this County.

**Commissioner McCall:** Reading resolutions from 2007 and 2013, he sees that the stakeholders and previous Commission saw the need for the water to stay in the County and he is standing up for what they wanted. He appreciates Manager Barela writing this Resolution. He asked her to read lines 30-31.

**Madam County Manager Barela:** Read the lines requested.

**Commissioner McCall:** Today with the ARPA funds that are granted to the County, and the Federal Government wanting to see water infrastructure, he sees that this is a great thing. Water is for the use of all the citizens of New Mexico. As he sees people hauling water, his heart goes out to them. Water is life. Do not let this water leave this valley, and don't let the State take the water out.

**Chairman Schwebach:** Is a 3rd generation, raising 4th generation, Torrance County resident. He is trying to do right by the County and his family,

#### **ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Resolution 2022-13, as written, authorizing use of a portion of the Torrance County's American Rescue Plan Act funds to be dedicated as the local match for the EMWT Regional Water Association's Water Trust Board application for the McIntosh Water Project, contingent on the terms of the Resolution.

**Commissioner McCall:** Seconded the motion.

#### **Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

#### **Motion Passed.**

**C. COMMISSION: Motion to approve Resolution 2022- 14, declaring the intent to consider for adoption an ordinance authorizing the issuance and sale of payment in lieu of taxes bonds; directing the County Clerk to publish notice of**

**intent to consider such ordinance in a newspaper of general circulation, for the purpose of designing, developing, and constructing a new County Administration Office.**

**Chairman Schwebach:** Introduced Item 11-C: Motion to approve Resolution 2022-14, declaring the intent to consider for adoption an ordinance authorizing the issuance and sale of payment in lieu of taxes bonds; directing the County Clerk to publish notice of intent to consider such ordinance in a newspaper of general circulation, for the purpose of designing, developing, and constructing a new County Administration Office. Commissioner Schwebach introduced Mr. Robert Burpo to present.

**Robert Burpo:** There are formal steps when financing, and today's is to pass an Intent Resolution, which notifies the public that you will consider making a debt. It starts the clock running so that any cost that may be incurred that is unbudgeted, you may use bond proceeds for. He believes that they may work with two banks and the New Mexico Finance Authority (henceforth referred to as NMFA.) They would then bring all of this information before the Commission, the Commission chooses who they want to go with, and then an ordinance must be passed to formalize the debt. 30 days later, the loan is closed, and the funds are available. The intent resolution is a short document.

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Resolution 2022- 14, declaring the intent to consider for adoption an ordinance authorizing the issuance and sale of payment in lieu of taxes bonds; directing the County Clerk to publish notice of intent to consider such ordinance in a newspaper of general circulation, for the purpose of designing, developing, and constructing a new County Administration Office.

**Commissioner McCall:** Seconded the motion.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**D. MANAGER: Motion to approve Resolution 2022- 15, accept appropriation of \$25,000 for the Duran Water System Improvements project and authorizing County Manager, Janice Y. Barela, to act as signatory.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Resolution 2022- 15, accept appropriation of \$25,000 for the Duran Water System Improvements project and authorizing County Manager, Janice Y. Barela, to act as signatory.

**Commissioner Candelaria:** Seconded the motion.

**There was no discussion.**

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**E. MANAGER: Motion to approve Resolution 2022- 16, accept appropriation of \$544,500 for Road Shop/Yard project and authorizing County Manager, Janice Y. Barela, to act as signatory.**

**Chairman Schwebach:** Made a motion to approve Resolution 2022- 16, accept appropriation of \$544,500 for Road Shop/Yard project and authorizing County Manager, Janice Y. Barela, to act as signatory.

**Commissioner McCall:** Seconded the motion.

**There was no discussion.**

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**F. MANAGER: Motion to approve Resolution 2022- 17, updating the Torrance County Property Disposition Policy.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Resolution 2022- 17, updating the Torrance County Property Disposition Policy.

**Commissioner McCall:** Seconded the motion.

**Madam County Manager Barela:** Changing the Torrance County Property Disposition Policy from including the Operations Manager to the Chief Procurement Officer, as there is no Operations Manager at this time. The Chief Procurement Officer is the manager of the assets so she felt this was appropriate.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**G. DWI: Motion to approve Resolution 2022- 18, FY 2023 Local DWI Grant and Distribution Application. (Resolution, Memorandum of Understanding, Statement of Assurances, and Application Cover Sheet).**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Resolution 2022- 18, FY 2023 Local DWI Grant and Distribution Application. (Resolution, Memorandum of Understanding, Statement of Assurances, and Application Cover Sheet).

**Commissioner McCall:** Seconded the motion.

**Tracey Master:** Explained the Resolution. Each of these need to be voted on individually, as per Torrance County Attorney John Butrick in previous years. She explained that the Resolution authorizes them to apply for the grant, and the MOU between Torrance County and the Department of Finance and Administration (hereafter referred to as DFA) assures that the County follow the rules of the grant. The Statement of Assurances goes into more detail of the grant and the policies that the County must follow and how the grant money must be spent. Then there is the Application Cover Sheet. The distribution amount is \$100,827 and is only a rough amount as it is formulaic in nature. DFA lets the County know in January or February of each year how much exactly they may expect, as distribution is based on the liquor excise tax. In the competitive grant, they are requesting \$139,703. The components to the grant are prevention, law enforcement, treatment, coordination planning and evaluation. The total between the grant and distribution is \$240, 530. They should find out in early April what funds they will receive.

**Chairman Schwebach:** Asked if the County must provide matching funds.

**Tracey Master:** There is a 10% match requirement, but they have never had a problem meeting the match, as it comes in many forms. The office space provided counts, as well as usage of County vehicle and utilities for example, as well as the insurance on the Smart Choice Ride vehicle. In the area of compliance monitoring, the County demonstrates it's "buy in" because the program does not, but the County does, monitor DWI offenders. They are often 25-35% in kind match. This includes panel members and attendees.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**John Butrick, County Attorney:** Stated that all three documents must be approved separately.

**Chairman Schwebach:** Explained that is what happened when he passed the Resolution, he stated each document separately.

**No further discussion.**

**12. APPROVALS**

**A. MANAGER: Motion to approve and accept Bohannan Huston's Preliminary Engineering Report for the Duran Water project as approved by the New Mexico Environmental Department (NMED.)**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve and accept Bohannan Huston's Professional Engineering Report for the Duran Water Project as approved by the New Mexico Environmental Department. (NMED.)

**Commissioner Candelaria:** Seconded the motion.

**Commissioner McCall:** Asked if the motion needed to be changed to "Preliminary" from "Professional."

**Madam County Manager Barela:** Answered in the affirmative.

**Chairman Schwebach:** Asked to strike "professional" and replace with the word "preliminary" in the motion; made a motion to approve and accept Bohannan Huston's Preliminary Engineering Report for the Duran Water project as approved by the New Mexico Environmental Department (NMED.)

**Commissioner McCall:** Seconded the motion.

No further discussion.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**Commissioner Candelaria:** Wanted to make it clear that the State may give the County a lot of money to do a project like this but would not consider it without an actual plan.

**B. MANAGER: Motion to approve Professional Services Contract with First American Financial Advisers, Inc. for financial advisor duties in matters pertaining to the issuance of a new County debt obligation for a new County Administration Building.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Professional Services Contract with First American Financial Advisers, Inc. for financial advisor duties in matters pertaining to the issuance of a new County debt obligation for a new County Administration Building.

**Commissioner McCall:** Seconded the motion.

**Madam County Manager Barela:** This is a follow up to Resolution 2022-14, and this is a motion to use Mr. Rob Burpo and his company First American Financial Advisors. His fee schedule is in the packet, it will be under the threshold of \$60,000 which would have forced us to go to RFP or to bid. He has given us his schedule, which is 50 basis points, which is not to exceed \$59,999. He will also be able to submit for reimbursement up to 6 round trips to Estancia, 61 miles each direction, at the federal rate of 58.5C per mile, as well as other services. If financing is contemplated but not issued, this company will not charge a fee. They would request out of pocket expenses, and if they are providing other services such as debt consulting, they will charge on an hourly basis at rates mutually agreed upon.

**Commissioner McCall:** Asked John Butrick if he had reviewed the contract.

**John Butrick:** Answered in the affirmative and that he and Mr. Burpo have discussed and made changes to the contract.

**Madam County Manager Barela:** The Chief Procurement Officer has looked over the contract as well. Mr. Burpo has been very kind and the Madam County Manager felt as though she needed to ensure that Mr. Burpo was properly compensated for his time.

**Commissioner McCall:** He has brought a level of professionalism and knowledge to the County that we have not had in the past. When he works on the bonds for the IRB's, the developer pays his fees. That is why we are moving more into the contract.

There was no further discussion.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**C. COMMISSION: Motion to approve paving the last mile of McNabb Rd., appropriating County Funds.**

**ACTION TAKEN:**



**Chairman Schwebach:** Made a motion to approve paving the last-, retracted motion. Opened the floor for discussion.

**Madam County Manager Barela:** This is to pave the last mile of McNabb Road, at the last Commission Meeting there was discussion on the cost being approximately \$300,000 for the last mile of road. Road Department Superintendent Leonard Lujan is here to speak today. The contractors are in high demand right now.

**Leonard Lujan, Road Department Superintendent:** Greeted the Commission. Asked about allocating the money to get the contract scheduled. The approximate price is \$310,000 for the last mile. They will take out the MOAB of \$20K every mile they have to reset and come back out.

**Chairman Schwebach:** Asked when it would be done.

**Jeremy Oliver, Finance Director:** Scheduling is already into July, so it will be on next fiscal year's budget, but a letter of intent must be finalized before scheduling can happen. The current budget there was \$300K approved, so this will take that spot.

**Chairman Schwebach:** Couldn't remember if it had been approved at the last meeting.

**Manager Barela:** This was a discussion item last meeting, this meeting it is up for approval.

**Commissioner McCall:** Asked for a timeline on the road.

**Leonard Lujan:** County funds paid for one mile paved, one mile from Capital Outlay funds, that has not been paved yet, the one that last mile, which is why we are here. There is also a State of NM project that has been submitted that will be coming up in July. He would like to pave all three of the miles at once to save money. There is one mile complete. The pavement would meet with Lexco.

**Chairman Schwebach:** Looking at this 4-mile project, the State has picked up the tab for two, and the County for two.

**Chairman Schwebach:** Made a motion to approve paving the last mile of McNabb Rd., appropriating County Funds.

**Commissioner McCall:** Seconded the motion.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**D. MANAGER: Motion to approve a six-month extension to lease agreement with the Tajique Land Grant for current location of the Tajique Transfer Station.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve a six-month extension to lease agreement with the Tajique Land Grant for current location of the Tajique Transfer Station.

**Commissioner McCall:** Seconded the motion.

**Madam County Manager Barela:** Has been in talks with Tajique Land Grant President Andrew Gutierrez, and they agree. He wants the extension to be 6 months, which gives EVSWA to work through the issues they are having to work through, and at the end of the 6 months, the Land Grant can enter into an agreement with EVSWA instead of the County. There are talks of putting electricity, possibly even moving the Solid Waste center, and this is a placeholder until that contract can be put in place. This extension extends the contract for 6 months instead of 3, and there were other small issues that need to be worked out.

**John Butrick:** Lease Amendment #2 was written so that the \$300/month rent for 3 months in the last amendment would be ending at the end of the lease extension. This increased the \$200/month to \$300/month.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**E. ANIMAL SERVICES: Motion to approve submission of the application to the Carroll Petrie Foundation for funding of a Spay/Neuter Program.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion approve submission of the application to the Carroll Petrie Foundation for funding of a Spay/Neuter Program.

**Commissioner Candelaria:** Seconded the motion.

**Danette Langdon:** Explained that the County has been invited to apply to the Carroll Petrie Foundation for funding of a Spay/Neuter Program. No matching funds are required and if awarded, the County would receive \$27,500. This would cover spay/neuter and vaccination. When they are taken in to get sterilized, a rabies shot is required. We also do Parvo and Distemper vaccinations.

**Chairman Schwebach:** Asked what it meant that the County was invited to apply, and if the County had ever participated before in this program.

**Danette Langdon:** Laura Bonner who was with Animal Protection now works for the Carroll Petrie program, and since we were not awarded any money with the animal food tax, we were invited to apply. The program is by invitation only.

**Chairman Schwebach:** Said that must mean the County is doing a good job.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**F. ROAD: Motion to approve School Bus Route (SB) State Funding Project FY22-23 including the 25% matching County funds.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve School Bus Route (SB) State Funding Project FY22-23 including the 25% matching County funds.

**Commissioner McCall:** Seconded the motion.

**Leonard Lujan, Road Department Superintendent:** This is our yearly road projects, the first is the school bus chip-seal project that must be submitted for. It is on Martinez Road from Green Road to Lexco. They patch it and go over the top. It has been sealed; it needs to be re-sealed.

**Commissioner Candelaria:** Asked if because it is a state school bus road, why is the County maintaining it?

**Leonard Lujan:** It is a County maintained road.

**Chairman Schwebach:** Asked if they got the life expectancy out of the current chip-seal that was expected.

**Leonard Lujan:** Yes. They got many years out of the current seal. The maintenance schedule is working and getting better. Now that the County owns a gravel pit, they can maintain the gravel roads year-round, which keeps them in better shape.

**Commissioner McCall:** This is the road with the wicked S-turn. What can we do about that?

**Leonard Lujan:** He has put reflectors and signs, and they don't seem to work. "There were never wrecks there before since they put the metal pipe fence up, now it seems like they are going straight through it."

**Chairman Schwebach:** Asked how often there are accidents at the S-curve.

**Martin Rivera:** He said that there are approximately 2-3 a year.

**Commissioner McCall:** What can be done in the safety aspect of this issue, as far as straightening the curve out?

**John Butrick:** We would have to find out who owns the land first, and to see if they would be willing to sell a portion of it. He doesn't have the answers to those questions right off hand. He believes it would be a section line correction.

**Commissioner McCall:** Would like to look at some possible fixes before it is chip sealed in one year.

**Leonard Lujan:** A lot of signage has been put up, including chevron signs, but it doesn't seem to work that well. Putting up solar powered signage seems like a good idea until you realize that theft is rampant. Someone may take it.

**Commissioner McCall:** A new chip-seal job will increase speed. Having someone possibly speak to Ms. Langell could help.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**G. ROAD: Motion to approve County Arterial Project (CAP) State Funding Project FY22-23 including the 25% matching County Funds.**

**Chairman Schwebach:** Made a motion to approve County Arterial Project FY 22-23 including the 25% matching County Funds.

**Commissioner McCall:** Seconded the motion.

**There was no discussion**

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**H. ROAD: Motion to approve Cooperative (SP) State Funding Project FY22-23 including the 25% matching County Funds.**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Cooperative (SP) State Funding Project FY22-23 including the 25% matching County Funds.

**Commissioner McCall:** Seconded the motion.

**Leonard Lujan:** This is another project; it is in Ten Pines by Manzano and Torreon to do a re-lift. It is already chip sealed.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**I. MANAGER: Discussion and possible action and/or direction regarding the Emergency Manager Position and projects.**

**Chairman Schwebach:** Introduced Item 12-I, discussion and possible action and/or direction regarding the Emergency Manager Position and projects.

**Madam County Manager Barela:** There is a resignation from the current Emergency Manager. He has taken the position of Fire Chief with Valencia County. It is a full-time position, and they mutually agreed that he would not be able to do both positions. He has agreed to stay on until they fill the position. There is the possibility of restructuring the position.

**Chairman Schwebach:** Asked how the position is funded.

**Madam County Manager Barela:** The position is 50% funded by FEMA for full time. If it were part-time, it would be 25% funded.

**Commissioner McCall:** Would like to know thoughts on possibly making a new position that is 50% Emergency Management and 50% Assistant Fire Chief. The Fire Chief is under a lot of pressure and a large workload, and an assistant could help lighten the load. Chief Dirks is willing to look at that option if it is the right person. The problem is potentially losing the 25% of the salary that FEMA pays.

**Madam County Manager Barela:** There was an approval of and subsequent hiring of an Emergency Management Assistant, for part time. Her salary is 50% covered by FEMA.

**Commissioner McCall:** Would she be able to take over the Emergency Management position and the Assistant Fire Chief?

**Chairman Schwebach:** Asked Mr. Propp if the EM position is a full-time or part-time position.

**Matt Propp, Emergency Management:** It has the potential to be a 40 hour a week job. He believes if the bare minimum requirements were followed, then it could be cut down. The question he has is if the Assistant Fire Chief can take over the EM position, because that is a full-time job in and of itself. There are positive sides to the EM position being separated from the other Emergency Services departments. For example, the Fire Department and the Sheriff's Office have competed for grants. If the EM is not working directly for one of the departments, they can stay unbiased.

From approximately late April to early August, there is a large checklist of requirements that Emergency Managers must complete. It is a time where the EM will be immersed in only EM priorities. He believes

**Madam County Manager Barela:** There are two grants that need to be managed as well, correct? The Readiness Initiative that carries funding, as well as the EMPG.

**Cheryl Allen, Grants Manager:** There are the following grants: WIPP, CRI, the Hazard Mitigation Grant, SHSGP, as well as financial partnerships with the DOH. Also, she does the invoicing for two, sometimes 3 of the grants. There are many grants that need to be managed.

**Chairman Schwebach:** What does FEMA expect of the position.

**Madam County Manager Barela:** Because FEMA does a matching fund, the deliverables required of them can be spoken of by Mr. Propp.

**Matt Propp:** The deliverables are as follows:

Fiscal Administration of the grants

Assuring deliverables of the grants

Ensuring that the Emergency Management Plans are sustainable within the County

Taking the mantle of the Emergency Manager role in a municipality if the municipality doesn't have an Emergency Manager (Torrance County municipalities do not have them.)

Additional responsibilities-Sheltering, incident command, EOC activations and reporting to the State EOC, NIMS compliance, working on web EOC, as well as 10-15 more items.

**Madam County Manager Barela:** There may also be collaboration between counties.

**Chairman Schwebach:** Asked for the salary of the Emergency Manager.

**Jeremy Oliver:** Total compensation is \$44,081. FEMA pays half of that, which is \$23,040.

**Chairman Schwebach:** Considering the tasks of the Emergency Management personnel, he believes the Fire Department and EM should remain separated. As he understands, the position can be minimal or very extensive.

**Commissioner McCall:** Retracted his suggestion of combining positions.

**Chairman Schwebach:** Wants the position advertised as a full-time position, hoping to find the right person. If they don't get the correct person, they could make it a part-time position.

**John Butrick:** Asked Mr. Propp if there are there any directives that he would be able to give that are limited or restricted by Torrance County but expected by FEMA.

**Matt Propp:** He has two examples. The first are the competitive grants. He has to determine who's projects take priority. If the position is tied to a department, there may be bias, or hard feelings if bias is not shown.

The second is in a large incidence response. If for example the Fire Department asked the EM to work in an operational capacity on a fire, but FEMA or the State of New Mexico expects something like working in EOC.

If the EM also worked for the Fire Department, the Department and County could expect them to be at the incident in a Fire Department or County capacity not an Emergency Management capacity.

It is not guaranteed that the EM couldn't handle splitting responsibilities, but it is possible.

**Madam County Manager Barela:** Speaking about the hiring process, she explained that during this process, that they have the option to leave the position open until the correct candidate applies. They will not fill the position just to fill it. If they don't find the right person, they can come back to the Commission and ask if the position needs to be re-evaluated.

**Steve Guetschow, Planning and Zoning:** The Emergency Manager does need to be its own department, and a full-time position. His involvement with them is in the capacity of Flood Plane Manager for the County. The Emergency Manager also must deal with post-event occurrences. With flooding, for example, they must guide victims of the flood with post-emergency documentation and other important things.

**Commissioner Candelaria:** Torrance County is very large, and the Emergency Manager is a very important job.

**Matt Propp:** There is about 75% of behind the scenes work that does not get shown to the Commission. It is a very involved position.

**NO ACTION WAS TAKEN**

#### **J. MANAGER: Discussion and possible action regarding repurposing the Emergency Management Building in Moriarty to a Youth Center.**

**Chairman Schwebach:** Introduced item for discussion.

**Commissioner McCall:** There was a building purchased to be an Emergency Management headquarter and Fire Station in Moriarty on West Route 66. The ideas just never came to fruition. He would like for something to happen with it. When the Commissioner was in school, there was a place called the Varsity Inn that him and his friends shot pool and played in. He would like to see something like this happen again. Sheriff Rivera is in favor of it, and willing to have his deputies drop in. A northern sheriff substation would be a good thing to have as well. He would like to see firefighters be willing to spend time there as well. A computer lab with high-speed internet and tutoring would be a great addition. All Torrance County youth would be welcome. Mayor Hart is in support and has funding available. It would have to go through the Council and his officers would be willing to stop in as well. He knows that there would be issues with the cost but thinks that possibly a contract with the YMCA or Boys and Girls Club would be great.

**Sheriff Rivera:** The kids have nothing to do. There are limited jobs for kids, and there is not much else to do. A place for kids to do something after school would be ideal.

**Commissioner Candelaria:** Ran a youth group and believes the youth are one of the most important resources in the country. He would support a youth center.

**Matt Propp:** Is in support of turning the building into a youth center but does have concerns as one of the reasons the building was purchased was because the CERT team needed a place to store their equipment and to train. He asks if this is pursued, then to have a place for the CERT

team to store their equipment and trailers and have a place to train. They would also need some office space. Other than that, the youth of Torrance County really need a place to be.

**Madam County Manager Barela:** Understands that they may need to think about an alternative placement for the CERT Team and Emergency Management. She was looking at the Sheriff's Office, and the room that the Emergency Management had used in the previous Fire Admin building. The Sheriff's Office would be willing to give that back. They received junior appropriations money, specifically \$100K, for Emergency Management. That could be used to make a place for CERT. Or if it will be used as a shelter, the money can be used for working on the restrooms. There are ways to utilize the \$100K and not needing to spend it all on the one building. The EOC is out of Dispatch as well.

**John Butrick, Torrance County Attorney:** Reminded the Commission that they may want to be careful as the funds are tied to Emergency Management.

**Sheriff Marty Rivera:** The previous EM had an office in Dispatch in the EOC. The Sheriff's Office took it over when they decided to move out. He thinks they could give that back to EM.

**Tracey Master, DWI Prevention Coordinator:** Believes the County needs a Youth Center. In the LDWI grant application for the past 7 years, they have put in to re-open and revitalize the Youth Center in Estancia. It just hasn't happened. Prevention is part of her job, and it is about doing something other than drinking. She has many ideas for the Youth Center that she would like to see happen.

**Chairman Schwebach:** He likes the idea. He realized that there is no place for kids to go to hang out, get to know each other, and create a community of their own. Can they handle it with volunteers, church, or youth groups? He has a lot of questions, and there is potential. He is ready to go down this road.

**Commissioner McCall:** Would be happy to keep exploring the ideas about what this would look like. Liability is a big issue. There are many questions that need to be addressed.

**Cheryl Allen:** Wants to say that with the funding that was approved for the Aging and Long-Term Services Department, the funding for the planning of the new Senior Center was basically passed. In that funding doing a feasibility study for a multipurpose center for the Seniors and the Youth.

**Madam County Manager Barela:** Has reached out to the County Managers Affiliate, and to see if they have Youth or Community Centers, and if so, how they are run. She also has a meeting set up with the Bernalillo County Parks and Recreation Manager.

**Chairman Schwebach:** Wants this to be a standing agenda item, and to make a committee that can report back regarding findings on Youth Centers and how to jump-start one in Torrance County. He asked for a show of hands for committee volunteers. Commissioner McCall volunteered to sit on the Committee.

**Commissioner McCall:** Item of discussion number one will be operational costs.



**Chairman Schwebach:** Wants those who sit on the Committee to have some influence in the community.

**NO ACTION WAS TAKEN.**

**K. COMMISSION: Motion to approve the amended Estancia Valley Solid Waste Authority (EVSWA) Joint Powers Agreement (JPA.)**

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve the amended Estancia Valley Solid Waste Authority (EVSWA) Joint Powers Agreement (JPA.)

**Commissioner McCall:** Seconded the motion.

**Chairman Schwebach:** Explained that he is on the EVSWA Board. This JPA drops the number of members from 13 to 7. The process is that Director Lucero will send the JPA to Madam County Manager Barela.

that she has not seen this JPA come across her desk yet.

**John Butrick:** Madam County Manager Barela has been made aware of the parameters of the agreement, but it has not been sent to her yet.

**Chairman Schwebach:** The meeting happened yesterday but he thought it had been sent out. He tabled the item until they could get a copy of the contract for everyone who needed it.

ITEM TABLED UNTIL LATER IN THE MEETING.

ITEM BEGAN AGAIN AFTER ITEM 13-C.

**Chairman Schwebach:** Picked up Item 12-K. Floor Opened for Discussion.

**John Butrick:** This resolution has 2 tracts. One to Amend the Joint Powers Agreement, and one to Reinstate, Reaffirm and Continue the EVSWA Board. It begins by taking about sold waste resolutions. It exists in the JPA as they are now. It has gone through DFA approval. Regulations from NMAC are in there.

**Chairman Schwebach:** Referring to resolution 2022-19.

**John Butrick:** Page 2: At the end of first whereas paragraph, Strike "Enter into" and add "Amend."

4th Whereas paragraph: Maybe put "reconstitute members of the Board," and take the rest out.

It will read "Whereas the parties wish to reconstitute,"

**Chairman Schwebach:** Two edits recommended by the attorney. Made a motion to adopt Resolution 2022-19, JPA with 2 edits as noted.

**Commissioner Candelaria:** Seconded the motion.

**Commissioner McCall:** As he reads it, it looks like they are dropping seats to make it easier for a quorum.

**Chairman Schwebach:** The purpose was to address issues. Ratified that with new members and Chairman Schwebach was elected Chair. In doing so, they almost did not have a quorum. They decided it would be easier to have a quorum by dropping the membership. There were also other changes presented. The intention was not to address this JPA until the entire Board has a complete understanding of the JPA. They wanted elected officials as much as possible on the Board. It is mainly comprised of Mayors. Director Lucero is showing how capable he is. It has grown into an entity that is much larger than what it was meant to be. They may restructure the JPA.

**Commissioner McCall:** Appreciates the intention of the JPA. He wanted to make sure that all entities are represented by one with the new JPA.

**Chairman Schwebach:** The consensus is that the JPA was intended to start it, but the needs have now changed. If each of the other entities adopt similar resolutions, then DFA will approve, but until then, the entity cannot be changed. He is unsure of what happens if they do not all pass resolutions.

**Roll Call Vote:**

**Commissioner Candelaria:** Yes; **Commissioner Schwebach:** Yes; **Commissioner McCall:** Yes.

**Motion Passed.**

**L. MANAGER: Motion to approve a six-month contract extension with Estancia Valley Solid Waste Authority (EVSWA.)**

**Chairman Schwebach:** Made a motion to approve a six-month contract extension with Estancia Valley Solid Waste Authority (EVSWA.) Waste Authority (EVSWA.)

**Commissioner McCall:** Seconded the motion.

**Madam County Manager Barela:** It is based on the previous Commission Meeting where Chairman Schwebach was named the Torrance County Voting Member. She had a discussion with the director of EVSWA, and they agreed that a 6-month extension of the contract to give everyone a chance to read it over and agree to it. She is asking for the Commission to let her become the signatory after County Attorney John Butrick has reviewed it.

**Commissioner McCall:** Explained that he was hesitant to vote yes and asked if the extension was required because of the previous motion regarding changes to the JPA with EVSWA.

**Madam County Manager Barela:** Answered that it did not.

**Commissioner McCall:** Asked if there is there any removal or dismissal to the JPA.

**Chairman Schwebach:** Answered that there is nothing in the edited

**Chairman Schwebach:** Explained that the changes in the JPA did not include removal or dismissal, and there was no environmental tax. The only change was the number of representatives on the board.

**Madam County Manager Barela:** Asked Chairman Schwebach to amend motion to allow Madam County Manager to sign the contract after review by Torrance County Attorney John Butrick.

**Chairman Schwebach:** Amended his motion to give County Manager Janice Barela authorization to sign after review by the County Attorney.

**Commissioner McCall:** Seconded the motion.

**Roll Call Vote:**

**Commissioner Candelaria: Yes; Commissioner Schwebach: Yes; Commissioner McCall: Yes.**

**Motion Passed.**

**Moved on to Item 13-C**

### **13. DISCUSSION**

**A. FINANCE: Presentation of Torrance County FY 2021 Audit-Kubiack, Melton and Associates. (Presented by Daniel Trujillo.)**

**Chairman Schwebach:** Item 13-A held before Item 11-A.

**Daniel Trujillo:** Thanked the management. This is the official communication with those in governance, which is the Commissioners. He read the presentation to the Commission, hereto attached.

**Commissioner McCall:** Thanked the staff for the positive audit, and for doing their jobs so well to be able to have such a good audit.

**Commissioner Candelaria:** Wants to thank everyone who made this audit a positive report for the County. He said that the constituents of Torrance County will be able to look at the audit and understand that Torrance County takes care of their tax dollars and spends them wisely.

**Chairman Schwebach:** Said that he is very proud of the County employees and believes that Jeremy truly led the charge to a more secure and well-kept County. He also thanked the department heads that helped lead this mission. He thanked the employees that brought everything together.

**B. MANAGER: Bohannan Huston's presentation of the Professional Engineering Report for the Duran Water System as approved by the New Mexico Environmental Department (NMED.) Presented by Nathan Roberts.**

**Chairman Schwebach:** Introduced Nathan Roberts and opened the panel for discussion.

**Nathan Roberts:** Torrance County contracted with Bohannan Huston last year to evaluate the needs of the Duran Water System. Mr. Roberts showed a presentation, attached in the Commission Packet. The Duran water system is based on two tanks, one a 22,000-gallon tank and the 2nd a 16,000-gallon tank. One of the tanks has failed, so they are running on one tank now. The town has 40 service connections. This is essentially one day's worth of water use for the customers. They looked at redundancy and how to best fix the issues that are affecting the town water systems now.

**Commissioner McCall:** Asked if the town uses 20,000 gallons a day, and how they meet the needs of the consumers.

**Nathan Roberts:** Said that they are on 20,000 gallons, and they must run the pump station 24 hours a day at 15 gallons per minute. They like to see about 80 gallons per capita per day. The average household is running approximately 500 gallons a day.

Discussion continued about the report presentation.

**Commissioner Candelaria:** Believes that he knows the people of the area and can say that the people are okay with letting the town run the water. Said that people did not have much luck with trying to put in wells.

**Donzil Worthington, Bohannan Huston:** Worked with Mr. Roberts and wanted to say that the Preliminary Engineering Report was done in accordance with the USDA 1780-2 State Standards. This requires different options to be presented, one being no action.

**Chairman Schwebach:** Happy that there is some traction on the project after many years of waiting and would like to know if there is still Capital Outlay funds available for use.

**Madam County Manager Barela:** Yes, and some was spent on the Preliminary Engineering Report.

**Jeremy Oliver:** There was approximately \$120,000 and then the report used about half of this, so there is about \$60,000 left, and if it gets signed and approved, there is another \$120,000, so about \$200,000 left to spend on the Duran water system.

**Nathan Roberts:** The cost estimate on the Duran water line is about \$2.4M, for a 6-inch line going 12 miles.

**Commissioner Candelaria:** Spoke with Representative Ambrose Castellano. He wants to try to go through him to the Mid Region Council of Governments and try to get the extra money for the line. He understands that the districts have changed and that is will most likely be Representative Stephanie Lord who will represent the Duran area. He will continue to pursue funding for the Duran Water System project. He thanked Representative Castellano for the help he has already

put forth concerning the Duan Water System. He appropriated the money for this project right before the districts changed.

**Commissioner McCall:** Asked Jeremy Oliver if he was counting the \$120K from last year's ICIP funds, and if so, how much was left.

**Jeremy Oliver:** There should be \$200K still remaining if the other ICIP funds go through. As of right now, prior to the Capital Outlay going through, there is approximately \$85K unused now.

**Chairman Schwebach:** Thanked Nathan Roberts, and proceeded to the motion at Item 12-A.

**ITEM 12-A PRESENTED NEXT.**

**C. SHERIFF: Angel Armor Presentation. Presented by Bobbie Terrazas;**

**Madam County Manager Barela:** Thanked Bobbie Terrazas for the presentation. The County received donations from the community to purchase Angel Armor. At that time, Chairman Schwebach had asked for a presentation or to be able to see the armor up close. The Sheriff's Office came in to measure the department, but she was willing to do a presentation.

**Bobbie Terrazas:** Introduced herself as the Angel Armor Special Protection person out of Fort Collins, Colorado, stationed in New Mexico.

The Angel Armor Presentation materials hereto attached.

Angel Armor is owned by Otter Box. The sons of the owners wanted to give back to the community, so they took the opinions of 1,500 officers in the Colorado area. They designed it based on their preferences.

They then patented the shoulder and cummerbund systems.

For 20 years, Ms. Terrazas has worn a bulletproof vest for 20 years, 17 years with other companies. She has had 3 years of lightweight Angel Armor and never looked back.

The Armor does not ride up.

**Chairman Schwebach:** Thanked Ms. Terrazas for coming out and said that he never thought that Torrance County Sheriff's Officers would want/need to wear a vest. Now that things have gotten bad, he is happy that Angel Armor exists.

**Commissioner McCall:** Asked what the tactical vest will cost.

The lowest is \$600, the rifle plate is another \$400-\$600. The Sheriff has picked out \$2,600 systems.

The Officers do not want to wear something heavy. There have been 7 incidents of officer involved shootings. Previously, the last one was 2014.

**Sheriff Marty Rivera:** passed around his rifle round protection carrier.

**Chairman Schwebach:** Thanked Ms. Terrazas for coming to present.

**BREAK**

**BACK IN SESSION**

**D. COMMISSION: Discuss Planning and Zoning Ordinance enforcement processes and procedures.**

**Chairman Schwebach:** Wanted to find out exactly what was going on with Planning and Zoning, and how the Commission can help. There have been 2 incidents where people have told the Chairman that they have moved here because there are no zoning restrictions. There are people who come out, and live in RVs and tents for months. There are also a lot of abandoned homes; the Chairman wants to address these issues and find out how often they are seen, reported on and investigated.

**Steve Guetschow, Planning & Zoning Director:** When Planning and Zoning sees an issue, they investigate it, or if they are told about it.

**Chairman Schwebach:** Asked how often Mr. Guetschow goes out to investigate.

**Steve Guetschow:** He has a small staff, and with everything else that happens it is very difficult. When they can go out and investigate, they cannot just go tell people what to do. There is a very specific process that must be followed. They cannot enter anyone's property. Tent issues that arise are when they can actually enter. The definition of Zoning ordinances have changed. Originally it was 30 days. An RV is not up to residential standards for the most part, though there are exceptions. Camping is limited to 3 days, and they have to tell the County how they plan on dealing with blackwater. They must have a land development permit to camp while the land is being developed.

**Chairman Schwebach:** While he does agree with private property rights but wants to know if there is a way to look at the different neighborhoods to identify burned up homes, and wants to know how to deal with that issue. He also wants to know when the County last went through the whole Planning and Zoning Ordinance.

**Steve Guetschow:** 2015, when Wayne Johnson was County Manager. It used to be that things like group camping needed permission and a Special Event Permit was issued. RV issues weren't getting out of hand at that point. Criminal charges are now being thrown out, and judges are sympathetic to migrant peoples.

He thinks the County needs more strength in the ordinances. If something like a burned-out mobile home is a serious threat, Mr. Guetschow may go to the County Manager and the owners are then given 10 days to take care of the debris. Otherwise, the owners are given 30 days from the time they are seen or reported. They are given a Notice of Violation (NOV). The P&Z Department is seen as too strict, but if they notice that someone is making progress, they can extend it another 30 days. When they go to court, the cases get dragged out.

**Commissioner McCall:** Asked for a list of contentious issues. He wants to see if they need to change or clean up ordinances. He wants to see what the most common infractions are, and what pushback is given.

**Steve Guetschow:** Would like to address realtors selling to out of state buyers. He answers at least 25 calls on a day-to-day basis asking about zoning regulations.

**Chairman Schwebach:** Thinks that a list is a great place to start.

**Steve Guetschow:** Will have one ready at the next Commission Meeting.

#### **Item 12-K To be Finished Presenting Next.**

#### **E. MANAGER'S REPORT**

**Madam County Manager Barela:** Reported on the Capital Outlay projects that went on the Commissioner's desks. They are hereto attached.

She wanted to make the public aware that Torrance County is partnering with local businesses to offer paid (by the State of New Mexico) internships for Torrance County Youth. If any businesses would like to partner with Torrance County, please contact Kristin Oliver in HR at [koliver@tcnm.us](mailto:koliver@tcnm.us) or (505) 544-4706. The County is trying to get at least 40 placements.

FEMA has scheduled for a vaccine bus to come to the County. They were in Encino on Tuesday, Mountainair on Wednesday and at the Torrance County Admin Building from 10-6 on Thursday. On the 25th through 27th, they will be at the Moriarty Civic Center. Visit their website at [Goodtimes.vaccinenm.org](http://Goodtimes.vaccinenm.org).

#### **F. COMMISSIONERS' REPORTS**

##### **1) Commissioner McCall, District 1**

**Commissioner McCall:** Thanked the legislators. Torrance County at \$3.91M for Capital Outlay went well.

Wants to make it clear he does not disrespect the Planning and Zoning Department.

##### **2) Commissioner Schwebach, District 2**

**Chairman Schwebach:** Planning and Zoning is what he is focused on. He thanked the staff of Torrance County for the great audit.

##### **3) Commissioner Candelaria, District 3**

**Commissioner Candelaria:** Thanked the representatives and recognized the money going to the Land Grant Communities. Without money there is not a lot that can be done. He also thanked the staff for the great audit. If lenders see good audits, they will be willing to spend money on the County.

**14. EXECUTIVE SESSION**

**15. Announcement of the next Board of County Commissioners Meeting:** March 9, 2022, at 9:00 A.M.

**16. SIGNING OF OFFICIAL DOCUMENTS**

**17. ADJOURN**

**Chairman Schwebach:** Made a motion to adjourn the meeting.

**Commissioner McCall:** Seconded the Motion to adjourn.

**Chairman Schwebach:** Adjourned the meeting at approximately 1:26 P.M.

Signed By:

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**Ryan Schwebach – Torrance  
County Board of Commission  
Chairman**

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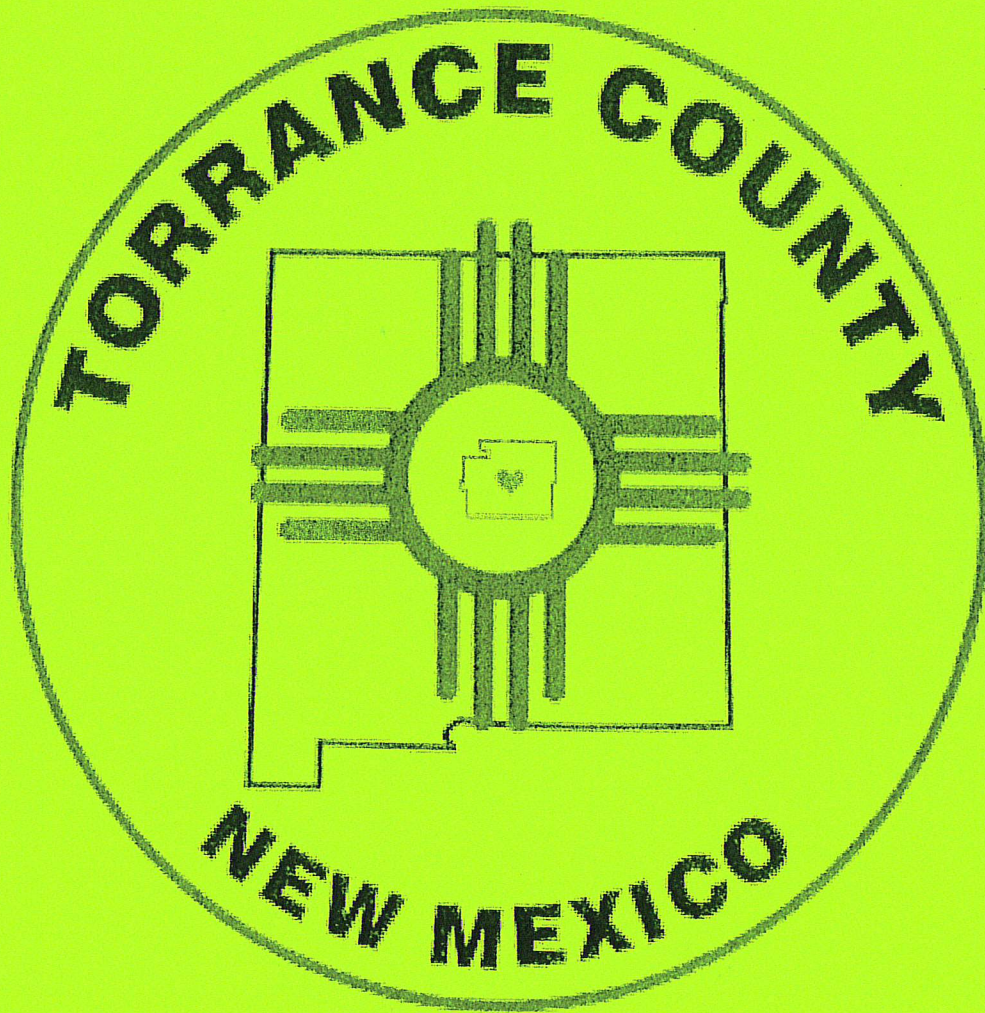
**Valerie Smith – Administrative Assistant III,  
Torrance County Clerk’s Office**

**Date:     /     / 2022**

**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.**



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*Agenda Item  
No. 9-A*

TOTAL CHECKS PRINTED 89

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 313,750.57 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 03/03/2022 . 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

-----  
LeRoy M. Candelaria

-----  
Ryan Schwebach

-----  
Yvonne Otero

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 0	11/9435	AMAZON BUSINESS	COMMUNITY SERVICE PROJECT ITEMS	605-02-2218	1922222	/ /	37503	
	645.61		PLASTIC DRESS HANGERS				37503	154.78
	02/22/2022		ROUND CLOTHING RACK				37503	
			PUREX LAUNDRY DETERGENT				37503	
			CLOTHING SHELVES	605-02-2218		/ /	37503	259.96
			PACKAGES PANTS HANGERS	605-02-2218		/ /	37503	35.98
			WASHER DRAIN HOSE	605-02-2218		/ /	37503	14.90
			PORTABLE WASHER/DRYER	605-02-2218		/ /	37503	179.99
			WOOD TOPPER FOR CLOTHING RACKS				37503	
			SHOE RACK				37503	
			ADDITIONAL AMOUNT ONLY FOR				37503	
			PRICE CHANGE IN CURRENT PRODUCTS				37503	
			LISTED				37503	
			SHIPPING AND HANDLING				37503	
			INVOICE#1JTH-4YJK-3VGD ACCT#A3JI				37503	
			65S912J5M				37503	
=====								
DWI LOCAL GRANT FY20	645.61		COUNTY ADMINISTRATION		5222222		36993	
01 R	11/9436	CINTAS CORPORATION NO. 2	SHERIFF'S OFFICE			/ /	36993	
	202.18		ROAD DEPARTMENT				36993	202.18
	02/22/2022		SHERIFF (INVESTIGATION/EVIDENCE)	402-60-2248		/ /	36993	
			INVOICE#8405550831 ACCT#10202166				36993	
=====								
COUNTY ROAD DEPARTMENT	202.18		QUOTE #20215411 (TAHOE X1)	420-74-2618	4222222	02/22/2022	36553	255.00
01 O	11/9437	CODE 3 SERVICE LLC	JOTTO GUN RACK - DUAL WEAPON	420-74-2618		/ /	36553	400.00
	675.08		NMGRT	420-74-2618		/ /	36553	20.08
	02/22/2022		INVOICE#211077				36553	
=====								
TRANSPORTATION OF PRIS	675.08		CONTRACT#500-50116558 INVOICE#	401-10-2284	1222222	02/22/2022		454.34
01 O	11/9438	DE LAGE LANDEN FINANCIAL SERVICE	CONTRACT#500-50116558 INVOICE#	401-10-2284		/ /		
	454.34		75470752 ACCT#1428283					
	02/22/2022							
=====								
COUNTY MANAGER	454.34		PROPERTY TAX ADMIN FEE CONTRACT#	402-60-2284	1422222	02/22/2022		24.99
01 O	11/9439	DE LAGE LANDEN FINANCIAL SERVICE	PROPERTY TAX ADMIN FEE CONTRACT#	402-60-2284		/ /		6.49
	31.48		500-50116561 INVOICE#75449053					
	02/22/2022		ACCT#1428314					
=====								
COUNTY ROAD DEPARTMENT	31.48		PROPERTY TAX ADMIN FEE CONTRACT	612-20-2284	1522222	02/22/2022		54.74
01 O	11/9440	DE LAGE LANDEN FINANCIAL SERVICE	PROPERTY TAX ADMIN FEE CONTRACT	612-20-2284		/ /		6.49
	61.23		#25568397 INVOICE#75449474 ACCT					
	02/22/2022		#1341834					
=====								
COUNTY CLERK	61.23		PROPERTY TAX ADMIN FEE CONTRACT	401-55-2284	3322222	02/22/2022		56.68
01 O	11/9441	DE LAGE LANDEN FINANCIAL SERVICE	PROPERTY TAX ADMIN FEE CONTRACT	401-55-2284		/ /		6.50
	63.18		#25569230 INVOICE#75449472					
	02/22/2022		ACCT#1341834					



CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	119442	DE LAGE LANDEN FINANCIAL SERVICEZ	COPIER PROPERTY TAX	401-08-2284	3422222	02/22/2022		59.11
	65.60		PROPERTY TAX ADMIN FEE	401-08-2284	/	/		6.49
	02/22/2022		CONTRACT#25569223 INVOICE#					
			75449469 ACCT#1341834					
PLANNING & ZONING 65.60								
01 O	119443	DE LAGE LANDEN FINANCIAL SERVICE	ADMIN COPIER PROPERTY TAX	413-91-2271	3522222	02/22/2022		50.44
	56.94		PROPERTY TAX ADMIN FEE CONTRACT	413-91-2271	/	/		6.50
	02/22/2022		#25551986 INVOICE#75452214 ACCT					
			#1304774					
STATE FIRE ALLOTMENT 56.94								
01 O	119444	DE LAGE LANDEN FINANCIAL SERVICE	PROPERTY TAX COPIER MACHINE	690-09-2284	3622222	02/22/2022		43.77
	50.27		PROPERTY TAX ADMIN FEE	690-09-2284	/	/		6.50
	02/22/2022		INVOICE#75449473 ACCT#25569234					
WIND FILT 50.27								
01 O	119445	DE LAGE LANDEN FINANCIAL SERVICE	MANAGER/GRANTS COPIER PROPERTY TAXES	401-10-2284	3722222	02/22/2022		79.58
	87.53		PROPERTY TAXES ADMIN FEE	401-10-2284	/	/		7.95
	02/22/2022		CONTRACT#500-50116558 INVOICE#					
			75449134 ACCT#1428283					
COUNTY MANAGER 87.53								
01 O	119446	GALLAGHER BENEFIT SERVICES,	INCEY22 CONSULTING SERVICES	401-14-2272	2622222	02/22/2022	36956	2700.00
	2700.00		FEBRUARY 2022 INVOICE#249637					
	02/22/2022							
RAID GRANT FY18 2700.00								
01 O	119447	GUSTIN HARDWARE INC.	PAPER TOWELS, SCREWS, BOLTS,	402-60-2250	5122222	02/22/2022	37547	521.38
	521.38		BATTERIES, SHOP SUPPLIES, PIPE,				37547	
	02/22/2022		SHOP SUPPLIES, PIPE, ELECTRIC				37547	
			SUPPLIES, PLUMBING; SUPPLIES,				37547	
			PAINT, CLEANING SUPPLIES.				37547	
			INVOICE#1-31-22 ACCT#126					
COUNTY ROAD DEPARTMENT 521.38								
01 O	119448	GUSTIN HARDWARE INC.	MISC. ELECTRICAL, PLUMBING,	401-15-2215	5322222	02/22/2022	36615	3.09
	3.09		DISHWASHING BRUSH INVOICE#					
	02/22/2022		274759 ACCT#125					
ADMINISTRATIVE OFFICES 3.09								
01 O	119449	GUSTIN HARDWARE INC.	MISC. ELECTRICAL, PLUMBING,	401-15-2215	5422222	02/22/2022	36615	30.59
	30.59		INVOICE#274414					
	02/22/2022							
ADMINISTRATIVE OFFICES 30.59								
01 R	119450	HIGHER STANDARDS AUTOMOTIVE	BATTERY FOR FORD F150 XL	401-82-2201	2522222	02/22/2022	37544	284.99
	284.99		VIN 1FTWLE50KKE17365				37544	

LP: G08910  
MILEAGE: BATTERY DEAD

37544  
37544

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
INVOICE#3049 ACCT#33								
ANIMAL SERVICES	284.99							
01 0	119451	HORIZONS OF NEW MEXICO	TCSO SHRED BINS FOR	401-50-2272	1122222	02/22/2022	36631	39.51
	39.51		INVOICE#SINV029631 ACCT#S0001010					
COUNTY SHERIFF								
01 0	119452	HORIZONS OF NEW MEXICO	SHREDDING SERVICES FOR FY2022	401-30-2271	2722222	02/22/2022	36625	22.18
	22.18		SERVICE DATE 1/06/22					
			INVOICE#SINV029598 ACCT#3240					
COUNTY ASSESSOR								
01 0	119453	HORIZONS OF NEW MEXICO	PLANT BASED DOCUMENT DESTRUCTION	401-40-2271	2822222	02/22/2022	36727	22.18
	22.18		ASSESSOR SERVICE DATE 1/06/22					
			INVOICE#SINV029599 ACCT#3242					
COUNTY ASSESSOR								
01 0	119454	HORIZONS OF NEW MEXICO	MANAGER	401-55-2271	2922222	/ /	36624	22.18
	22.18		FINANCE				36624	
			SERVICE DATE 1/6/22 INVOICE#					
			SINV029600 ACCT#3241					
FINANCE DEPARTMENT								
01 0	119455	HORIZONS OF NEW MEXICO	PLANT BASED, MONTHLY 1 EACH,	612-20-2203	3222222	02/22/2022	36626	22.18
	22.18		CLERK SERVICE DATE 1/6/22					
			INVOICE#SINV02957 ACCT#3242					
COUNTY CLERK								
01 0	119456	INTEGRATED TECHNOLOGIES CORP	TORRANCE COUNTY COMMISSIONER'S		3222222		36621	
	9695.85		CHAMBERS CCTV VIDEO AND ZOOM A/V				36621	
			UPGRADE				36621	
			MATERIALS	620-94-2611		/ /	36621	9695.85
			LABOR				36621	
			TAX				36621	
			NMSWPA 00-00000-20-00093				36621	
			INVOICE#121-10-0003					
INFRASTRUCTURE GROSS R 9695.85								
01 0	119457	INTEGRATED TECHNOLOGIES CORP	MICROPHONE REPLACEMENT	401-05-2219	7222222	02/22/2022	37500	396.50
	1015.99		MICROPHONE EXTENSION CABLE 15'	401-05-2219		/ /	37500	54.54
			MICROPHONE EXTENSION CABLE 50'	401-05-2219		/ /	37500	89.94
			MISC. HARDWARE AND FUEL	401-05-2219		/ /	37500	53.08
			LABOR, TELECOMMUNICATIONS JM	401-05-2219		/ /	37500	390.00
			GRT LABOR	401-05-2219		/ /	37500	31.93
			INVOICE#121-10-0012					
COUNTY COMMISSION								
01 0	119458	KXNM-FM 88.7	CONTRACT-KXNM COMMUNITY	401-05-2243	1722222	02/22/2022		1250.00
	1250.00		BROADCAST FOR COMMISSION					



02/22/2022

COUNTY COMMISSION

1250.00

MEETINGS INVOICE#3994

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	119459	LEAF CAPITAL FUNDING LLC	MONTHLY CONTRACT PAYMENT	401-07-2284	2422222	02/22/2022	36623	365.40
	384.13		SALES TAX	401-07-2284	/	/	36623	18.73
02/22/2022			INVOICE#12870498 ACCT#100-4624929-001					
RURAL ADDRESSING 384.13								
01 O	119460	MASTER, TRACEY	TRAVEL TO SANTA FE NM LDWI	605-02-2205	2222222	02/22/2022		270.00
02/22/2022			GRANT AFFILIATE MEETING					
DWI LOCAL GRANT FY20 270.00								
01 R	119461	MELLOY CHEVROLET	ITEM #4 2021 DODGE DURANGO	401-50-2618	3122222	02/22/2022	37241	33395.00
34990.00			PURSUIT AWD				37241	
02/22/2022			REMOTE KEYLESS ENTRY	401-50-2618	/	/	37241	450.00
			SKID PLATES	401-50-2618	/	/	37241	295.00
			BLIND SPOT MONITORING	401-50-2618	/	/	37241	525.00
			WINDOW TINT	401-50-2618	/	/	37241	325.00
			SHERIFF RIVERA ADMIN UNIT				37241	
			NMSWEA 00-00000-20-00121				37241	
			INVOICE#FD21061W					
COUNTY SHERIFF 34990.00								
01 V	119462	MOTOROLA INC	ANNUAL SERVICE CONTRACT FY22	911-80-2241	1222222	/	37541	5000.01
125890.73			INFRASTRUCTURE				37541	16762.07
02/22/2022			MICROWAVE	911-80-2241	/	/	37541	8504.69
			ASTRO SUA II FIELD	911-80-2241	/	/	37541	18508.04
			ASTRO SUA II	911-80-2241	/	/	37541	4067.31
			ASTRO K CORE	911-80-2241	/	/	37541	64781.12
			ASTRO SYSTEM ESS	911-80-2241	/	/	37541	8267.49
			GRT					
			CONTRACT # USC000023723					
			INVOICE#8230351749 ACCT#1012507276					
911-DISPATCH CENTER 125890.73								
01 O	119463	NM COALITION AGAINST DOMESTIC	MEMBERSHIP DUES	691-38-2269	1022222	02/22/2022	37517	629.00
629.00			INVOICE#23A030D7-0001					
02/22/2022								
VICTIM RESTITUTION 629.00								
01 R	119464	NM DEPARTMENT OF PUBLIC SAFETY	INSTRUCTOR CERTIFICATE FEE	401-50-2269	6222222	02/22/2022	37555	10.00
10.00			INVOICE#2022-A0233					
02/22/2022								
COUNTY SHERIFF 10.00								
01 O	119465	NUBE GROUP	CONTRACT COVERAGE CHARGE	401-10-2203	1322222	02/22/2022		6.69
6.69			01/15/2022-2/14/2022 INVOICE#					
02/22/2022			INE53929 ACCT#TC14					
COUNTY MANAGER 6.69								

01 0 119466  
279.05

QWEST CORPORATION

MONTHLY CHARGES FOR  
FEBRUARY 2022 ACCT#505-384-

420-70-2207

1622222 02/22/2022

36890

279.05

CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amount
02/22/2022		0058596M					
ADULT INMATE CARE	279.05						
01 O 119467	126.77	QWEST CORPORATION	MONTHLY CHARGES FOR	401-50-2207	1822222 02/22/2022	36879	126.77
02/22/2022			FEBRUARY 2022 ACCT#505-384-3165110B				
COUNTY SHERIFF	126.77						
01 R 119468	251.37	QWEST CORPORATION	MONTHLY CHARGES FOR	401-82-2207	3822222 02/22/2022	36882	251.37
02/22/2022			FEBRUARY 2022 ANIMAL SERVICES ACCT#505-384-5117227B				
ANIMAL SERVICES	251.37						
01 O 119469	493.14	QWEST CORPORATION	ACCT # 505-847-2885204B/MTAIR	401-27-2207	3922222 02/22/2022	36886	58.64
02/22/2022			ACCT # 505-384-5010995B/ESTANCIA	401-36-2207	/ /	36886	257.74
			ACCT # 505-832-4425163B/MORIARTY	401-37-2207	/ /	36886	176.76
			FEBRUARY 2022				
MOUNTAINAIR SENIOR CEN	58.64	ESTANCIA SENIOR CENTER	257.74	MORIARTY SENIOR CENTER	176.76		
01 O 119470	109.94	QWEST CORPORATION	MONTHLY CHARGES FOR	402-60-2207	4022222 02/22/2022	36888	109.94
02/22/2022			ROAD FEBRUARY 2022 ACCT#505-384-2550082B				
COUNTY ROAD DEPARTMENT	109.94						
01 R 119471	509.92	QWEST CORPORATION	MONTHLY CHARGES FOR	911-80-2207	4122222 02/22/2022	36881	509.92
02/22/2022			DISPATCH FEBRUARY 2022 ACCT# 5053841022581B				
911-DISPATCH CENTER	509.92						
01 R 119472	255.86	QWEST CORPORATION	MONTHLY CHARGES FOR	401-10-2207	4222222 02/22/2022	36887	255.86
02/22/2022			MANAGER FEBRUARY 2022 ACCT# 505-384-5294082B				
COUNTY MANAGER	255.86						
01 R 119473	114.10	QWEST CORPORATION	MONTHLY CHARGES FOR	401-16-2207	4322222 02/22/2022	36889	114.10
02/22/2022			JUDICIAL FEBRUARY 2022 ACCT# 5053843237905B				
JUDICIAL COMPLEX MAINT	114.10						
01 O 119474	296.41	QWEST CORPORATION	ACCT # 505-832-5104623B	405-91-2207	4422222 02/22/2022	36880	61.45
02/22/2022			ACCT # 505-832-4068906B	405-91-2207	/ /	36880	234.96
			FEBRUARY 2022.DIST 5 VFD				
STATE FIRE ALLOTMENT	296.41						
01 R 119475	61.91	QWEST CORPORATION	MONTHLY CHARGES FOR	401-30-2207	4522222 02/22/2022	36883	61.91
02/22/2022			TREASURER ACCT#5053844381889B				
			FEBRUARY 2022				
COUNTY TREASURER	61.91						

01 R 119476

QWEST CORPORATION

MONTHLY CHARGES FOR

401-20-2207

4622222 02/22/2022

36884

61.91



CANON PG-245 BLACK STANDARD  
YIELD INK CARTRIDGE

37477  
37477

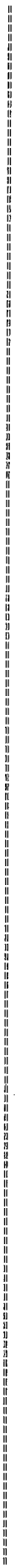
CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
DWI LOCAL GRANT FY20	221.07							
01 R 119483	02/22/2022	STAPLES BUSINESS ADVANTAGE	ALCOHOL WIPES (80PK)		23222222		37477	
			COASTWIDE PROFESSIONAL KITCHEN				37477	
			FELLOWES BAGS - 50 GAL	605-02-2219	/	/	37477	235.45
			TRY RED 8" STAINLESS SCISSORS				37477	
			TRU RED KIDS SCISSORS	605-02-2219	/	/	37477	30.00
			CELEBRATIONS PLASTIC TABLECLOTH				37477	
			ROYAL POLY APRON (1000PK)				37477	
			CRAYOLA ARTS AND CRAFT BRUSH SET				37477	
			CANON CL-246 TRI-COLOR STANDARD	605-02-2219	/	/	37477	206.88
			CANON PG-245 BLACK STANDARD	605-02-2219	/	/	37477	269.80
			POST-IT POP-UP NOTES	605-02-2219	/	/	37477	36.54
			AVO+ DISPOSABLE FACE MASK				37477	
			INVOICE#3498023135/3497328825					
			ACCT#DAL 70109685					
DWI LOCAL GRANT FY20	778.67							
01 R 119484	02/22/2022	TYLER TECHNOLOGIES, INC	EAGLE & INCODE	401-65-2228	522222	02/22/2022	36687	2980.56
			INVOICE#025-362586/025-364932					
			ACCT#54200					
OPERATIONS & MAINTENAN	2980.56							
01 O 119485	02/22/2022	UNIVERSAL BACKGROUND SCREENING	PRE-EMPLOYMENT BACKGROUND CHECK	401-14-2271	4922222	02/22/2022	36607	67.31
			DL MONITORING FOR FIRE DEPT				36607	
			X. GREENE INVOICE#202109013415					
RAID GRANT FY18	67.31							
01 O 119486	02/22/2022	USDA,APHIS WILDLIFE SERVICES	PERSONNEL COMPENSATION	403-66-2278	2022222	02/22/2022		11274.35
			PROGRAM SUPPORT SUPPLIES AND	403-66-2278				3060.98
			MATERIALS INVOICE#3004091542					
			ACCT#6011641					
FARM & RANGE	14335.33							
01 R 119487	02/22/2022	WAGNER EQUIPMENT CO.	CUTTING EDGES FOR GRADERS	402-60-2244	5022222	02/22/2022	37528	2887.20
			NMSWPA 90-000-19-00063				37528	
			INVOICE#P10C0823584 ACCT#880341					
COUNTY ROAD DEPARTMENT	2887.20							
01 O 119496	02/24/2022	ABC SEAMLESS SIDING, INC.	20 - 6" FASCIA STYLE CUTTER	401-82-2215	3922422	02/24/2022	37266	945.00
			SINGLE STORY BONE WHITE				37266	
			1. - 3" X 4" DOWNSPOUT BONE WHITE				37266	
			TAX				37266	
			ANIMAL SERVICES NEW ADDITION	401-82-2215				77.37



RAIN GUTTER IN FRONT OF BUILDING  
INVOICE#3144

11/11/11

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
ANIMAL SERVICES 1022.37								
01 0	119497	AMAZON BUSINESS	PAPER TOWELS, PENS, BLUETOOTH	401-55-2219	322422	02/24/2022	37493	208.22
	208.22		HEADPHONES WITH MIC, DOME				37493	
	02/24/2022		SECURITY MIRROR, LYSOL WIPES, DATA TAPES, STAPLES, DISPOSABLE CUTLERY, DISPOSABLE PLATES, DRY ERASE MARKERS, AND MONTHLY PLANNER.				37493	
			INVOICE#1V6X-7DT9-FJCK				37493	
			ACCT#A3JI6SBS912J5M				37493	
FINANCE DEPARTMENT 208.22								
01 0	119498	BANK OF AMERICA	OUTDOOR WINDOW FOR UVMC4530	401-15-2215	3522422	02/24/2022	37191	98.00
	1770.54		FREIGHT	401-15-2215			37191	38.00
	02/24/2022		UNITED VISUAL INVOICE#534921					
			ACCT#0443505					
			SC1 RD20 VIN27609	402-60-2244	3622422	02/24/2022	37421	60.00
			SC2 RD22 VIN 26223	402-60-2244			37421	60.00
			SC3 RD24 VIN 02622	402-60-2244			37421	60.00
			SC4 RD26 VIN 26979	402-60-2244			37421	60.00
			WHITE DUMP TRUCK RD 28 VIN 19950	402-60-2244			37421	60.00
			DOT CERTIFICATION				37421	
			TA SERVICE CENTER				37421	
			ADDITIONAL UPGRADES TO TRUCKS	402-60-2244			37421	494.91
			FOR DOT CERTIFICATION FEES				37421	
			TA TRUCK INVOICE#684653683					
			HAWX 3-IN-1 BOMBER WORK JACKET		3722422	/ /	37469	59.99
			XXXL	413-91-2248			37469	
			HAWX VISIBILITY BOMBER WORK				37469	
			JACKET				37469	
			MEDIUM	413-91-2248			37469	109.98
			LARGE	413-91-2248			37469	54.99
			XL	413-91-2248			37469	54.99
			XXL	413-91-2248			37469	54.99
			TAX	413-91-2248			37469	17.17
			BOOT BARN				37469	
			PARTS FOR ROAD DEPARTMENT FLEET	402-60-2244	3822422	02/24/2022	37442	487.52
			DOUBLE H					
ADMINISTRATIVE OFFICES 136.00 COUNTY ROAD DEPARTMENT 1282.43 STATE FIRE ALLOTMENT 352.11								
01 0	119499	C & H METALCRAFTS	TCSO CHALLENGE COINS	401-50-2224	3322422	02/24/2022	37557	1010.00
	1538.00		MOLD FEE	401-50-2224			37557	285.00
	02/24/2022		FREIGHT	401-50-2224			37557	243.00
			INVOICE#9699					
COUNTY SHERIFF 1538.00								
01 0	119500	CENTRAL NM ELECTRIC COOP.	MONTHLY ELECTRIC FOR FY2022	401-24-2208	1522422	02/24/2022	36692	349.09
	1387.03		MFAIR SC / 205707901	401-27-2208			36692	511.04
	02/24/2022		ESTANCIA SC / 8880109702	401-36-2208			36692	311.53
			MORIARTY SC / 401421201	401-37-2208			36692	215.37
			JANUARY 2022					
HEALTH DEPT BLDG MAINT 349.09 MOUNTAINAIR SENIOR CEN 511.04 ESTANCIA SENIOR CENTER 311.53								





COUNTY ROAD DEPARTMENT

23.21

STATE FIRE ALLOTMENT

95.17

CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amount
01 0	119510	CENTRAL NM ELECTRIC COOP.	MONTHLY ELECTRIC FOR FY2022	401-15-2208	2522422	36688	2126.48
	2126.48		JANUARY 2022 ADMIN ACCT#				
	02/24/2022		404273000/404273700				
ADMINISTRATIVE OFFICES 2126.48							
01 0	119511	CENTRAL NM ELECTRIC COOP.	MONTHLY ELECTRIC FOR FY2022	406-91-2208	2622422	36700	164.75
	164.75		JANUARY 2022 ACCT#8880099100				
	02/24/2022		19770500				
STATE FIRE ALLOTMENT 164.75							
01 0	119512	CENTRAL NM ELECTRIC COOP.	MONTHLY ELECTRIC JANUARY 2022	408-91-2208	2822422		604.69
	604.69		DIST 3 VFD ACCT#8880074400				
	02/24/2022		19645100/8880488700 REF PO#				
			36702				
STATE FIRE ALLOTMENT 604.69							
01 0	119513	CENTRAL NM ELECTRIC COOP.	MONTHLY ELECTRIC FOR FY2022	911-80-2208	2922422	36698	1209.86
	1209.86		JANUARY 2022 DISPATCH				
	02/24/2022		ACCT#8880281300/1970500				
			8880581500				
911-DISPATCH CENTER 1209.86							
01 0	119514	CENTRAL NM ELECTRIC COOP.	MONTHLY ELECTRIC FOR REMAINDER	409-91-2208	3122422		127.36
	127.36		OF FY2022 DIST 4 VFD				
	02/24/2022		ACCT # 20554000/8880282700				
			JANUARY 2022				
STATE FIRE ALLOTMENT 127.36							
01 0	119515	DE LASE LANDEN FINANCIAL SERVICE	BULL BUYOUT ON CONTRACT#	413-91-2271	3022422		1892.21
	1892.21		2551986 REFERENCE QUOTE#				
	02/24/2022		16011083 INVOICE#16011083				
			ACCT#1304774				
STATE FIRE ALLOTMENT 1892.21							
01 0	119516	EVSWA	COUNTY ENVIRONMENTAL	423-26-2301	622422		30.11
	17208.14		COUNTY AREA GROSS RECEIPTS-403				
	02/24/2022		INVOICE#FEBRUARY-22				17178.03
ENVIRONMENTAL GROSS RE 17208.14							
01 0	119517	GUSTIN HARDWARE INC.	MISC. ELECTRICAL PLUMBING,	401-16-2215	3222422		21.48
	21.48		MURIATIC ACID KELLOGG SPONGE				
	02/24/2022		MOP INVOICE#274299 ACCT#125				
JUDICIAL COMPLEX MAINT 21.48							
01 0	119518	HART'S TRUSTWORTHY HARDWARE	OPEN PO REQUEST FOR ALL	401-16-2215	5522222		175.33
	175.33		COUNTY BUILDING SITES				
	02/24/2022		FISCAL YEAR FY2022				
			INVOICE#B496064 ACCT#33				175.33
JUDICIAL COMPLEX MAINT 175.33							

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01 0 119519

NM COUNTY INSURANCE AUTHORITY MULTILINE PROGRAM CONTRIBUTION 401-05-2212

522422 02/24/2022

193173.00

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CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
193173.00	02/24/2022	NUBE GROUP	FOR THE PERIOD OF JANUARY 1 DECEMBER 31, 2022 INVOICE# ML001508 ACCT#31					
01 0	119520	NUBE GROUP	COLOR COPIES OVERAGE 2/1/22-	401-40-2203	722422	02/24/2022		29.93
02/24/2022			2/28/22 INVOICE#IN53641 ACCT# TC07					
01 0	119521	NUBE GROUP	OVERAGE CHARGE INVOICE#3960	402-60-2203	1122422	02/24/2022		25.97
02/24/2022			ACCT#FCROAD					
01 0	119522	PITNEY BOWES PURCHASE POWER	POSTAGE REFILL	401-10-2206	922422	02/24/2022		1000.00
02/24/2022			METER POSTAGE OVERAGE FEE ACCT #8000-9090-0137-3179	401-10-2206				5.00
01 0	119523	PRUDENTIAL OVERALL SUPPLY	MATS AND MOPS COUNTY ADMIN	401-15-2203	822422	02/24/2022		40.17
02/24/2022			UNIFORMS STETSON ARELY MARISSA	401-65-2236				83.95
			MATS AND MOPS JUDICIAL ACCT#	401-16-2203				65.59
			6528480 INVOICE#45061-6116 45061-6117					
01 0	119524	RAH INTERNATIONAL, LLC	ADMINISTRATIVE OFFICES	40.17				
02/24/2022			OPERATIONS & MAINTENAN	83.95				
			JUDICIAL COMPLEX MAINT	65.59				
01 0	119525	RICH FORD SALES	NOBIVAC CANINE DAPP VACCINATIONS	401-82-2115	1322422	02/24/2022		167.98
02/24/2022			NOBIVAC CANINE INTRA-TRAC3	401-82-2115				195.98
			VACCINATIONS					
			POLAR ICE BOX	401-82-2115				4.00
			SHIPPING	401-82-2115				18.99
			INVOICE#137609 ACCT#5247521					
01 0	119525	RICH FORD SALES	LOWER OIL PAN REPAIR	604-83-2201	1022422	02/24/2022		1061.68
02/24/2022			HYDROBOOS/BRAKE MASTER CONTROL	604-83-2201				1033.39
			BELT TENSIONER	604-83-2201				618.87
			LABOR TAX	604-83-2201				225.49
			HAZARDOUS MATERIALS DISPOSAL	604-83-2201				40.18
			SHOP SUPPLIES	604-83-2201				1.95
			05 EXCURSION					
			VIN 25085					
			G59229					
			MILEAGE 146,774					
			INVOICE#2038151					
01 0	119526	SOUND & SIGNAL SYSTEMS OF NM	COMMUNICATIONS/EMS TAX	2981.56				
02/24/2022			SOUND & SIGNAL SYSTEMS OF NM	401-65-2218	1422422	02/24/2022		897.90
			INVOICE#588001966					





CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 0	119527	STAPLES BUSINESS ADVANTAGE	ALCOHOL WIPES (80PK)	605-02-2219	2222222	/ /	37477	
	208.32		COASTWIDE PROFESSIONAL KITCHEN				37477	
	02/24/2022		FELLOWES BAGS - 50 GAL				37477	
			TRY RED 8" STAINLESS SCISSORS				37477	
			TRU RED KIDS SCISSORS				37477	
			CELEBRATIONS PLASTIC TABLECLOTH				37477	26.40
			ROYAL POLY APRON (1000PK)				37477	
			CRAYOLA ARTS AND CRAFT BRUSH SET				37477	
			HANDY ART ACRYLIC PAINT 16 OZ.				37477	74.02
			CANON CL-246 TRI-COLOR STANDARD				37477	
			CANON PG-245 BLACK STANDARD				37477	
			POST-IT POP-UP NOTES				37477	
			PPE MASK USA DISPOSABLE SURGICAL				37477	107.90
			AVO+ DISPOSABLE FACE MASK				37477	
			INVOICE#3497711853/3497711852					
			349771151 ACCT#DAL70109685					
DVI LOCAL GRANT FY20 208.32								
01 0	119528	STAPLES BUSINESS ADVANTAGE	CLOXOX WIPES (6PK)	911-80-2220	222422	02/24/2022	37474	34.85
	187.13		LYSOL TOILET BOWL CLEANER (12PK)				37474	39.87
	02/24/2022		WINDEX GLASS CLEANER (12PK)				37474	79.56
			SCOTCH-BRITE SCRUB SPONGES				37474	32.85
			INVOICE#3497711850/34977184409					
			ACCT#DAL70109685					
911-DISPATCH CENTER 187.13								
01 0	119529	SUMMITT FIRE & SECURITY LLC	MOVE AND ADJUST EXISTING		122422	/ /	37251	
	1170.28		CAMERA AT DOOR				37251	27.50
	02/24/2022		CCTV MISC MATERIAL				37251	498.24
			JOURNEYMAN LABOR				37251	43.41
			ADMIN LABOR				37251	46.60
			TAX RATE				37251	554.53
			JUDICIAL COMPLEX - CLERKS AREAS				37251	
			WORK REQUESTED ON 11/19/2021 TO				37251	
			FIX BACK CAMERA FOCUSED ON ONE				37251	
			SPOT. CALLED BY SUSAN ROSSIGNOL					
			INVOICE#588001971/2097735					
			ACCT#TORRAN9510					
JUDICIAL COMPLEX MAINT 1170.28								
01 0	119530	TYLER TECHNOLOGIES, INC	EAGLE & INCODE	401-65-2228	3422422	02/24/2022	36687	1460.53
	1460.53		INVOICE#025-363799 ACCT#54200					
	02/24/2022							
OPERATIONS & MAINTENAN 1460.53								
01 0	119531	WITMER PUBLIC SAFETY GROUP	RECHARGEABLE INTRANT	408-91-2248	1222422	02/24/2022	37008	191.22
	382.44		INTRINSICALLY SAFE PILLING HEAD				37008	191.22
	02/24/2022		INVOICE#2155358.001 ACCT#					
			TORCOU					
STATE FIRE ALLOTMENT 382.44								
89	313750.57	/	TOTAL					



DEBITS

CREDITS

DEPT	DESCRIPTION	DEBITS	CREDITS
** GRAND TOTAL **		313,750.57	.00
**TOTAL	GENERAL FUND	253,808.39	.00
**DEPT	COUNTY COMMISSION	195,438.99	.00
401-05-2212	OTHER INSURANCE PREMIUMS-PROP/LI	193,173.00	.00
401-05-2219	SUPPLIES - GENERAL OFFICE	1,015.99	.00
401-05-2243	CONTRACT - KXNM COMMUNITY FOUNDA	1,250.00	.00
**DEPT	RURAL ADDRESSING	384.13	.00
401-07-2284	CONTRACT - EQUIPMENT LEASE	384.13	.00
**DEPT	PLANNING & ZONING	65.60	.00
401-08-2284	CONTRACT - EQUIPMENT LEASE	65.60	.00
**DEPT	COUNTY MANAGER	1,809.42	.00
401-10-2203	CONTRACTS - EQUIPMENT MAINT	6.69	.00
401-10-2206	POSTAGE	1,005.00	.00
401-10-2207	TELECOMMUNICATIONS	255.86	.00
401-10-2284	CONTRACT - EQUIPMENT LEASE	541.87	.00
**DEPT	RAID GRANT FY18	2,767.31	.00
401-14-2271	CONTRACT - OTHER SERVICES	67.31	.00
401-14-2272	CONTRACT - PROFESSIONAL SERVICES	2,700.00	.00
**DEPT	ADMINISTRATIVE OFFICES MAINTENAN	2,336.33	.00
401-15-2203	CONTRACTS - EQUIPMENT MAINT	40.17	.00
401-15-2208	UTILITIES - ELECTRICITY	2,126.48	.00
401-15-2215	MAINTENANCE & REPAIRS-BUILD/STRU	169.68	.00
**DEPT	JUDICIAL COMPLEX MAINTENANCE	3,603.53	.00
401-16-2203	CONTRACTS - EQUIPMENT MAINT	65.59	.00
401-16-2207	TELECOMMUNICATIONS	114.10	.00
401-16-2208	UTILITIES - ELECTRICITY	2,056.75	.00
401-16-2215	MAINTENANCE & REPAIRS-BUILD/STRU	1,367.09	.00
**DEPT	COUNTY CLERK	61.91	.00
401-20-2207	TELECOMMUNICATIONS	61.91	.00
**DEPT	ELECTIONS	51.20	.00
401-21-2308	VOTING MACHINE STORAGE	51.20	.00
**DEPT	HEALTH DEPT BLDG MAINTENANCE	349.09	.00
401-24-2208	UTILITIES - ELECTRICITY	349.09	.00
**DEPT	MOUNTAINAIR SENIOR CENTER MAINT	569.68	.00
401-27-2207	TELECOMMUNICATIONS	58.64	.00
401-27-2208	UTILITIES - ELECTRICITY	511.04	.00
**DEPT	COUNTY TREASURER	108.98	.00
401-30-2207	TELECOMMUNICATIONS	61.91	.00
401-30-2219	SUPPLIES - GENERAL OFFICE	24.89	.00
401-30-2271	CONTRACT - OTHER SERVICES	22.18	.00
**DEPT	ESTANCIA SENIOR CENTER MAINT	569.27	.00
401-36-2207	TELECOMMUNICATIONS	257.74	.00
401-36-2208	UTILITIES - ELECTRICITY	311.53	.00

\*\*DEPT  
401-37-2207

MORIARTY SENIOR CENTER MAINT  
TELECOMMUNICATIONS

392.13  
176.76

.00  
.00

DEBITS CREDITS

Account Number	Description	Debit	Credit
401-37-2208	UTILITIES - ELECTRICITY	215.37	.00
**DEPT	COUNTY ASSESSOR	114.02	.00
401-40-2203	CONTRACTS - EQUIPMENT MAINT	29.93	.00
401-40-2207	TELECOMMUNICATIONS	61.91	.00
401-40-2271	CONTRACT - OTHER SERVICES	22.18	.00
**DEPT	COUNTY SHERIFF	36,964.33	.00
401-50-2207	TELECOMMUNICATIONS	162.41	.00
401-50-2208	UTILITIES - ELECTRICITY	224.41	.00
401-50-2224	SUPPLIES - EDUCATIONAL	1,538.00	.00
401-50-2269	SUBSCRIPTIONS/DUES/FEES	10.00	.00
401-50-2272	CONTRACT - PROFESSIONAL SERVICES	39.51	.00
401-50-2618	CO - VEHICLES	34,990.00	.00
**DEPT	COUNTY FAIR	245.45	.00
401-53-2208	UTILITIES - ELECTRICITY	245.45	.00
**DEPT	FINANCE DEPARTMENT	293.58	.00
401-55-2219	SUPPLIES - GENERAL OFFICE	208.22	.00
401-55-2271	CONTRACT - OTHER SERVICES	22.18	.00
401-55-2284	CONTRACT - EQUIPMENT LEASE	63.18	.00
**DEPT	OPERATIONS & MAINTENANCE	5,422.94	.00
401-65-2218	FURN/FIX/EQUIP	897.90	.00
401-65-2228	SOFTWARE	4,441.09	.00
401-65-2236	SUPPLIES - UNIFORMS	83.95	.00
**DEPT	ANIMAL SERVICES	2,260.50	.00
401-82-2115	SUPPLIES - PHARMACY	386.95	.00
401-82-2201	MAINTENANCE & REPAIRS - VEHICLES	284.99	.00
401-82-2207	TELECOMMUNICATIONS	251.37	.00
401-82-2208	UTILITIES - ELECTRICITY	314.82	.00
401-82-2215	MAINTENANCE & REPAIRS-BUILD/STRU	1,022.37	.00
**TOTAL	ROAD FUND	5,083.79	.00
**DEPT	COUNTY ROAD DEPARTMENT	5,083.79	.00
402-60-2203	CONTRACTS - EQUIPMENT MAINT	125.97	.00
402-60-2207	TELECOMMUNICATIONS	109.94	.00
402-60-2208	UTILITIES - ELECTRICITY	123.21	.00
402-60-2244	MAINTENANCE & REPAIRS-MACHINERY	4,169.63	.00
402-60-2248	SUPPLIES - SAFETY	202.18	.00
402-60-2250	SUPPLIES - SHOP	521.38	.00
402-60-2284	CONTRACT - EQUIPMENT LEASE	31.48	.00
**TOTAL	FARM & RANGE	14,335.33	.00
**DEPT	FARM & RANGE	14,335.33	.00
403-66-2278	CONTRACT - ANIMAL DAMAGE CONTROL	14,335.33	.00
**TOTAL	DISTRICT 5 VFD	629.91	.00
**DEPT	STATE FIRE ALLOTMENT	629.91	.00
405-91-2207	TELECOMMUNICATIONS	296.41	.00
405-91-2208	UTILITIES - ELECTRICITY	333.50	.00
**TOTAL	DISTRICT 2 VFD	164.75	.00

\*\*DEPT  
406-91-2308

STATE FIRE ALLOTMENT  
UTILITIES - ELECTRICITY

164.75  
164.75

.00  
.00

DEBITS CREDITS

**TOTAL	DISTRICT 1 VFD	95.17	.00
**DEPT	STATE FIRE ALLOTMENT	95.17	.00
407-91-2208	UTILITIES - ELECTRICITY	95.17	.00
**TOTAL	DISTRICT 3 VFD	795.91	.00
**DEPT	STATE FIRE ALLOTMENT	795.91	.00
408-91-2248	UTILITIES - ELECTRICITY	604.69	.00
	SUPPLIES - SAFETY	191.22	.00
**TOTAL	DISTRICT 4 VFD	127.36	.00
**DEPT	STATE FIRE ALLOTMENT	127.36	.00
409-91-2208	UTILITIES - ELECTRICITY	127.36	.00
**TOTAL	FIRE DEPARTMENT ADMIN	2,452.48	.00
**DEPT	STATE FIRE ALLOTMENT	2,452.48	.00
413-91-2248	SUPPLIES - SAFETY	543.33	.00
413-91-2271	CONTRACT - OTHER SERVICES	1,949.15	.00
**TOTAL	DISTRICT 6 VFD	71.76	.00
**DEPT	STATE FIRE ALLOTMENT	71.76	.00
418-91-2208	UTILITIES - ELECTRICITY	71.76	.00
**TOTAL	JAIL FUND	1,144.13	.00
**DEPT	ADULT INMATE CARE	469.05	.00
420-70-2172	CARE OF INMATES	190.00	.00
420-70-2207	TELECOMMUNICATIONS	279.05	.00
**DEPT	TRANSPORTATION OF PRISONERS	675.08	.00
420-74-2618	CO - VEHICLES	675.08	.00
**TOTAL	ENVIRONMENTAL INTERCEPT	17,208.14	.00
**DEPT	ENVIRONMENTAL GROSS RECEIPTS TAX	17,208.14	.00
423-26-2301	EVSWA JPA EGRT	17,208.14	.00
**TOTAL	CIVIL DEFENSE FUND	3,221.07	.00
**DEPT	COMMUNICATIONS/EMS TAX	3,221.07	.00
604-83-2201	MAINTENANCE & REPAIRS - VEHICLES	2,981.56	.00
604-83-2208	UTILITIES - ELECTRICITY	239.51	.00
**TOTAL	DWI PROGRAM FUND	2,123.67	.00
**DEPT	DWI LOCAL GRANT FY20	2,123.67	.00
605-02-2205	TRAVEL - EMPLOYEES	270.00	.00
605-02-2218	FURN/FIX/EQUIP	645.61	.00
605-02-2219	SUPPLIES - GENERAL OFFICE	1,208.06	.00
**TOTAL	CLERK'S EQUIPMENT FUND	83.41	.00
**DEPT	COUNTY CLERK	83.41	.00
612-20-2203	CONTRACTS - EQUIPMENT MAINT	122.18	.00



612-20-2284

CONTRACT - EQUIPMENT LEASE

61.23

.00

\*\*TOTAL

COUNTY INFRASTRUCTURE GRT

9,695.85

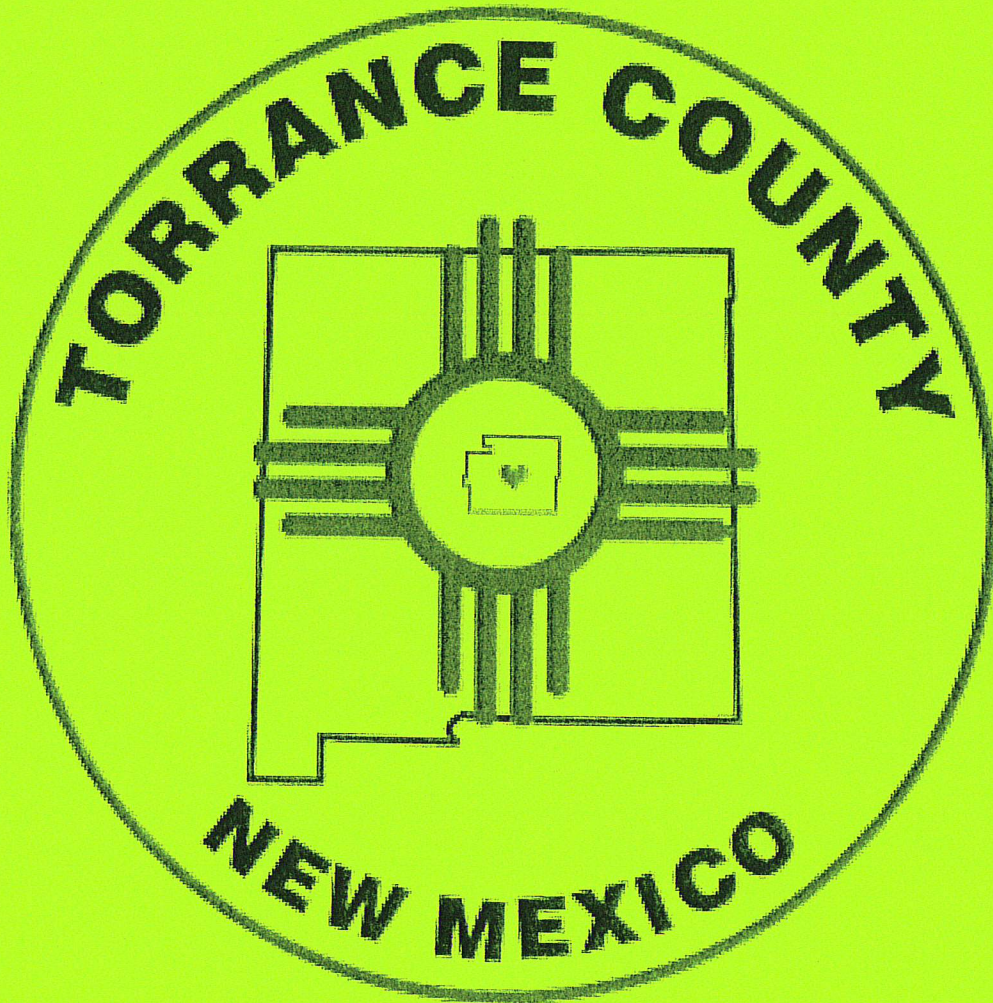
.00

DEBITS CREDITS

**DEPT	INFRASTRUCTURE GROSS RECEIPTS TX	9,695.85	.00
620-94-2611	CO - BUILDINGS & IMPROVEMENTS	9,695.85	.00
**TOTAL	DOMESTIC VIOLENCE GRANT	50.27	.00
**DEPT	WIND PILF	50.27	.00
690-09-2284	CONTRACT - EQUIPMENT LEASE	50.27	.00
**TOTAL	DV VICTIM'S RESTITUTION	629.00	.00
**DEPT	VICTIM RESTITUTION	629.00	.00
691-38-2269	SUBSCRIPTIONS/DUES/FEEES	629.00	.00
**TOTAL	EMERGENCY-911 FUND	1,990.18	.00
**DEPT	911-DISPATCH CENTER	1,990.18	.00
911-80-2207	TELECOMMUNICATIONS	509.92	.00
911-80-2208	UTILITIES - ELECTRICITY	1,209.86	.00
911-80-2219	SUPPLIES - GENERAL OFFICE	57.17	.00
911-80-2220	SUPPLIES - CLEANING	213.23	.00
BANK01	US BANK	313,750.57	.00
** BANK TOTALS **		313,750.57	.00



*Agenda Item  
No. 10*



*Agenda Item  
No. 11-A*





**Torrance County**  
**Request for Approval of Property Disposition**  
*Section 13-6, NMSA 1978*  
*Torrance County Resolution 2020-07*

1. Department Head Requesting Disposition: Donald Dirks  
A. Department: Fire Department
  
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: Buying new equipment and trading older equipment in for a discount.
  
4. Recommended Use of Funds Generated by This Transaction: Using the funds to purchase the new equipment.
  
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: Life Pack 12 Monitor
  - 2) Location of Personal Property: Fire Admin
  - 3) Photos Attached:  hard copy  digital emailed to: None njosedillo@tcnm.us
  - 4) Torrance County ID Tag Number: TCFD LP12-3
  - 5) Year manufactured: 2006
  - 6) Make/Model: VLP12-02-007228
  - 7) VIN/Serial Number: 36192905
  - 8) License Number: None
  - 9) Mileage: None
  - 10) **Current** Resale or Market Value: 1000.00
  - 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: Donald R Dirks Date: 2/25/2022



**Torrance County**  
**Property Disposition Committee**  
*Torrance County Resolution 2020-07*

Date: 2-28-22

Requesting Department: Fire

Property Subject of Request: Life pack "LP12-3" VLP12-02-007228 34192905

Disposition Type:

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

	<b>Considerations</b>	<b>Yes</b>	<b>No</b>
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 <b>PERSONAL</b> property. If yes, list person(s) who verified: <u>Jeremy</u>	✓	
4	Committee verified current resale or market value.	✓	
5	If tangible <b>PERSONAL</b> property was purchased through a grant, Committee verified disposal of this property is allowable.		✓
6	If tangible <b>PERSONAL</b> property is a vehicle, Committee verified the County has the title.	N/A	

<b>Committee Notes:</b>

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:

	<b>Considerations</b>	<b>Yes</b>	<b>No</b>
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 <b>PERSONAL</b> property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible <b>PERSONAL</b> property, committee verified current resale or market value.		
5	If tangible <b>PERSONAL</b> property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible <b>PERSONAL</b> property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If <b>REAL</b> property, committee verified the County owns the property.		
8	If <b>REAL</b> property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

<b>Committee Notes:</b>

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 <b>PERSONAL</b> property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible <b>PERSONAL</b> property, committee verified current resale or market value.		
5	If tangible <b>PERSONAL</b> property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible <b>PERSONAL</b> property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If <b>REAL</b> property, committee verified the County owns the property.		
8	If <b>REAL</b> 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. Barula 2.28.2022

Chief Procurement Officer: NF 2/28/2022

Finance Director: [Signature] 2-28-22

**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 <b>REAL</b> 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 <b>REAL</b> or tangible <b>PERSONAL</b> 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:

	<b>Action Required</b>	<b>Date Completed</b>	<b>Completed By</b>
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

This device is covered under one or more of the following U.S.A. patents:

5,482,036

5,490,505

5,632,272

5,685,299

5,758,644

5,769,785

6,002,952

6,036,642

6,037,482

6,037,850

6,038,730

International  
U.S.A.  
Industrial  
Pending

# LIFEPAK 12



IPX4



2008

PN VLP12-02-007228

SN 36192905



12

15/180

V

A/W

**Patents Pending**

MEDTRONIC EMERGENCY RESPONSE SYSTEMS, INC.

11811 Willows Rd. NE, Redmond, WA 98052

Made in U.S.A.



# Torrance County

## Request for Approval of Property Disposition

Section 13-6, NMSA 1978

Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Donald Dirks
  - A. Department: Fire Department
  
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: Buying new equipment and trading older equipment in for a discount.
  
4. Recommended Use of Funds Generated by This Transaction: Using the funds to purchase the new equipment.
  
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: Life Pack 12 Monitor
    - 2) Location of Personal Property: Fire Admin
    - 3) Photos Attached:  hard copy  digital emailed to: None njsedillo@tcnm.us
    - 4) Torrance County ID Tag Number: TCFD LP12-3
    - 5) Year manufactured: 2006
    - 6) Make/Model: VLP12-02-005985
    - 7) VIN/Serial Number: 35149063
    - 8) License Number: None
    - 9) Mileage: None
    - 10) Current Resale or Market Value: 1000.00
    - 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: Donald R. Dirks Date: 2/25/2022



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

	<b>Considerations</b>	<b>Yes</b>	<b>No</b>
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 <b>PERSONAL</b> property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible <b>PERSONAL</b> property, committee verified current resale or market value.		
5	If tangible <b>PERSONAL</b> property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible <b>PERSONAL</b> property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If <b>REAL</b> property, committee verified the County owns the property.		
8	If <b>REAL</b> property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

<b>Committee Notes:</b>

Property Disposition Committee's Recommendation:

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

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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.		
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8	If <b>REAL</b> 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. Barola 2.28.2022

\_\_\_\_\_  
 Chief Procurement Officer: [Signature] 2/28/2022

\_\_\_\_\_  
 Finance Director: [Signature] 2.28.22



**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.		
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	Action Required	Date Completed	Initials
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2	For <b>REAL</b> 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 <b>REAL</b> or tangible <b>PERSONAL</b> 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:

	<b>Action Required</b>	<b>Date Completed</b>	<b>Completed By</b>
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.		
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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

1



This device is covered under one or more of the following U.S.A. patents:

- 5,482,036
- 5,490,505
- 5,632,272
- 5,685,299
- 5,758,644
- 5,769,785
- 6,002,952
- 6,036,642
- 6,067,462
- 6,157,850
- 6,206,830

and International equivalents. U.S.A. and International patents pending.

# LIFEPAK 12



NRTL/C



0123

IPX4



2006

PN VLP12-02-005985

SN 35149063



12

15/180

V

A / W

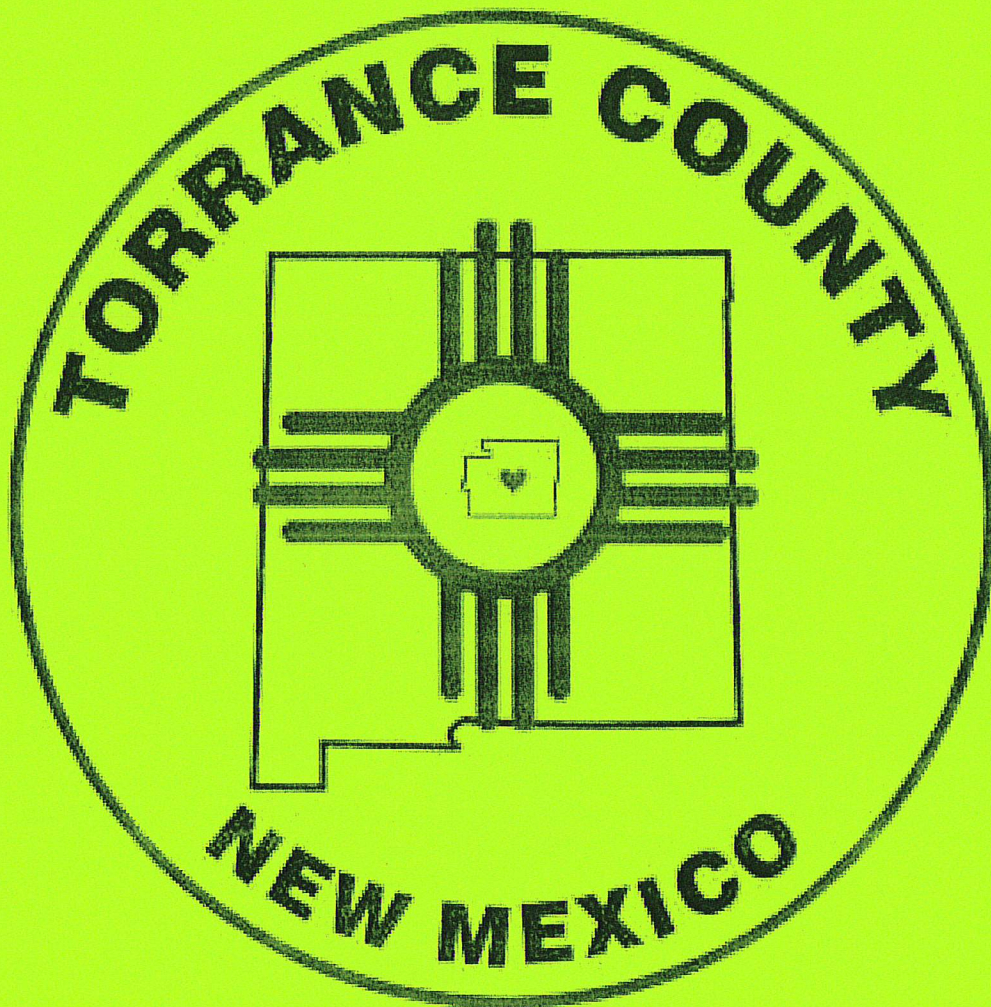
Hz

Patents Pending

MEDTRONIC EMERGENCY RESPONSE SYSTEMS, INC.

11811 Willows Rd. NE, Redmond, WA 98052

Made in U.S.A.



*Agenda Item  
No. 11-B*

TORRANCE COUNTY RESOLUTION# 2022-

Budget Increase/Transfer

WHEREAS, the Torrance County Commission in regular session on Wednesday, March 9th 2022, did propose to authorize Budget Increases in the FY 2021-2022 Budget and

WHEREAS, Budget Increases and Budget Transfers require authorization from the Department of Finance and Administration, and

WHEREAS, we request authorization for the following Budget Increase: (See Schedule A)
NOW THEREFORE BE IT RESOLVED, we respectfully request approval for the attached Budget Increase in the FY 2021-2022 budget from the Department of Finance and Administration.

DONE at Estancia, New Mexico
Torrance County this 9th day of
March 2022.

Approve as to Form:

Torrance County Board of Commissioners

John M. Butrick
County Attorney

Kevin McCall, District 1

Attest:

Ryan Schwebach, District 2

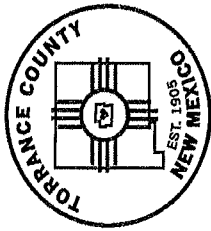
Yvonne Otero
Torrance County Clerk

LeRoy M. Candelaria, District 3

Table with 5 columns: Name, yes, no, abstain, absent. Rows include Kevin McCall, Ryan Schwebach, and LeRoy M. Candelaria.

DFA Approval





# Torrance County

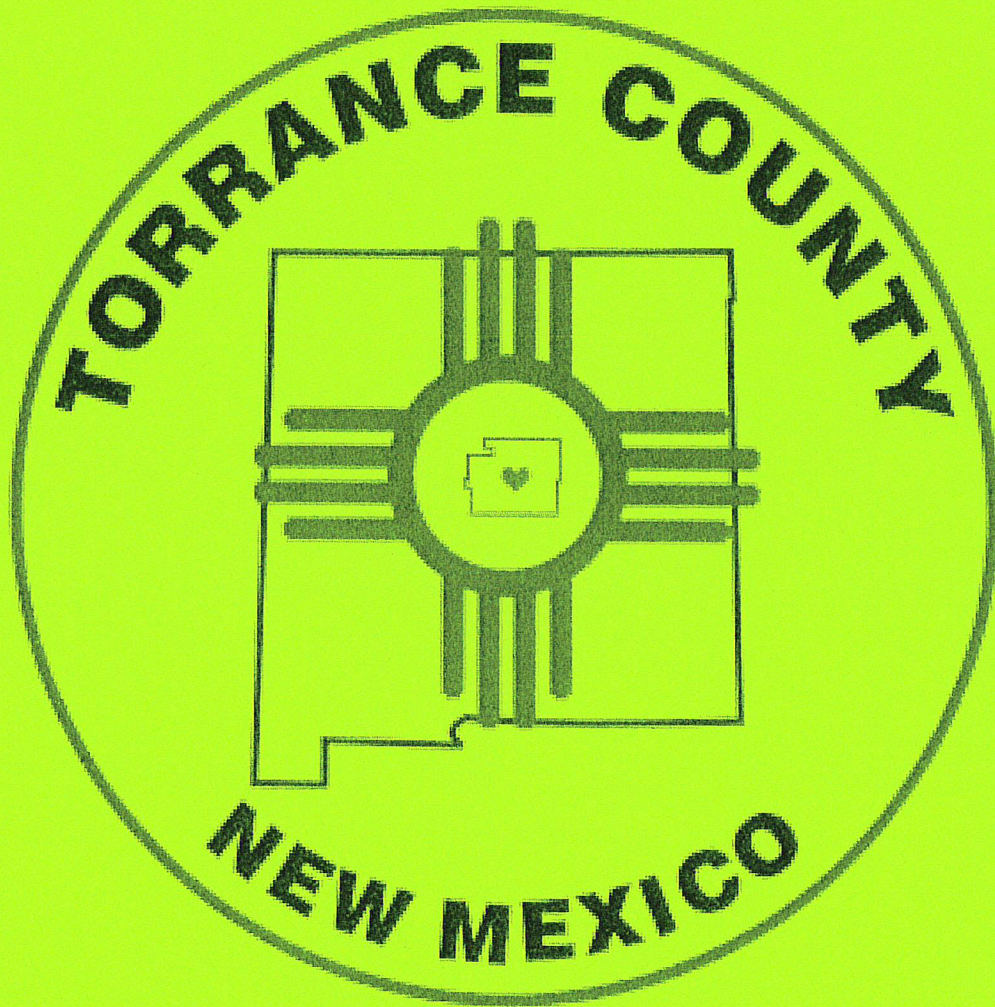
Resolution 2022-

**Increase**

Schedule A

March 9, 2022

Department		From			TO		
Source	Line Item	Description	Amount	Line Item	Description	Amount	
Domestic Violence	692	CYFD ARPA	\$ 5,000.00	49	Victim Support	\$ 5,000.00	
				283			
<b>TOTAL</b>			<b>\$ 5,000.00</b>			<b>\$ 5,000.00</b>	



*Agenda Item  
No. 12-A*



2301 Candelaria Rd NE  
 Albuquerque, NM 87107  
 (505) 884-2900  
 www.4RiversEquipment.com

"Your Working Partner"

**RENTAL INVOICE**

**INVOICE TO** 37497

TORRANCE COUNTY  
 PO BOX 48  
 ESTANCIA NM 87016  
 US

**Invoice No:** 971905  
**Invoice Date:** 10/26/2020  
**Contract No:** 142701  
**Billing Cycle:** Monthly  
**Payment Type:** Account  
**Prior Invoices:** 2  
**Page:** 1 of 1

**USED AT**

Joy Ansley  
 ESTANCIA NM 87016

**Invoice Period:** 10/20/2020 to 11/16/2020

**Next Invoice Date:** 11/17/2020

County: TORRANCE

**RENTAL UNIT DETAILS**

Rental Unit No	Make	Model	PIN No	Billing Period	Rate	Rental Value	Tax Ind
116629	HAMM	H12IP	WGHOH235LHAA01848	10/20/2020 - 11/16/2020	\$4100.00	\$4100.00	Y

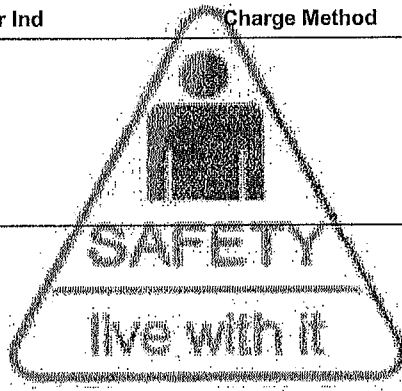
**RENTAL UNIT ADJUSTMENT DETAILS**

Rental Unit No	Make	Model	PIN No	Rental Class	Adj Amount	Tax Ind
<b>Adjustment Notes:</b>						

**ADDITIONAL CHARGE DETAILS**

Description	Recur Ind	Charge Method	Charge Value	Additional Charges	Tax Ind
<b>CONTRACT INVOICE NOTES</b>					

**Customer PO No:** 35443  
**Tax Exempt No:**  
**Salesperson:** JOHN VALERIO



**Rental Income:** \$4,100.00  
**Adjustment Amount:** \$0.00  
**Additional Charge Total:** \$0.00  
**Sales Tax:** \$322.88  
**Less Deposit:** \$0.00  
**Invoice Total:** \$4,422.88

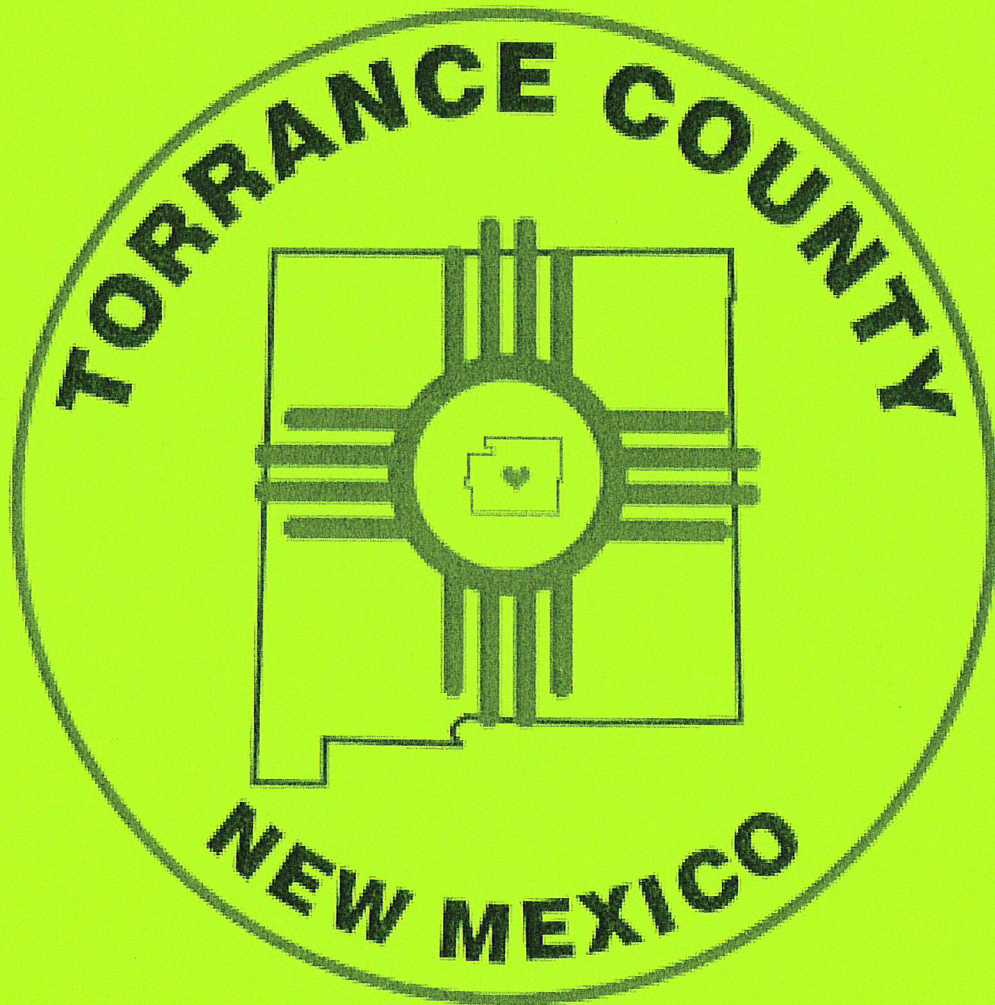
**DOCUMENT COPY**

**TERMS AND CONDITIONS**

Rental terms are NET30 from date of invoice. Rental periods are billed in advance. Any invoice not disputed within 30 days will be considered correct and payable. Past due invoices will accrue interest at 1.5% per month. In the event of nonpayment customer agrees to pay all costs of collection, including reasonable attorney's fees. Farm Plan and Power Plan purchases are subject to the terms of the respective credit agreement. Lessee responsible for providing required insurance. Refer to rental contract for all specific terms and requirements.

Received by: ..... Date: .....





*Agenda Item  
No. 12-B*

**Torrance County Project Office**  
**Domestic Violence Program**  
**DV Emergency Hotline: 505-705-0925**  
**PO Box 48/300 S. 8<sup>th</sup> Street Estancia, NM 87016**



October 29, 2021

Britta Magnusson  
DV Program Specialist  
Behavioral Health Services, CYFD – DV Unit  
1120 Paseo de Peralta, Room 516  
Santa Fe, New Mexico 87502

Dear Ms. Magnusson:

Please consider this letter as my response to the American Rescue Plan funding available to Torrance County Domestic Violence Program.

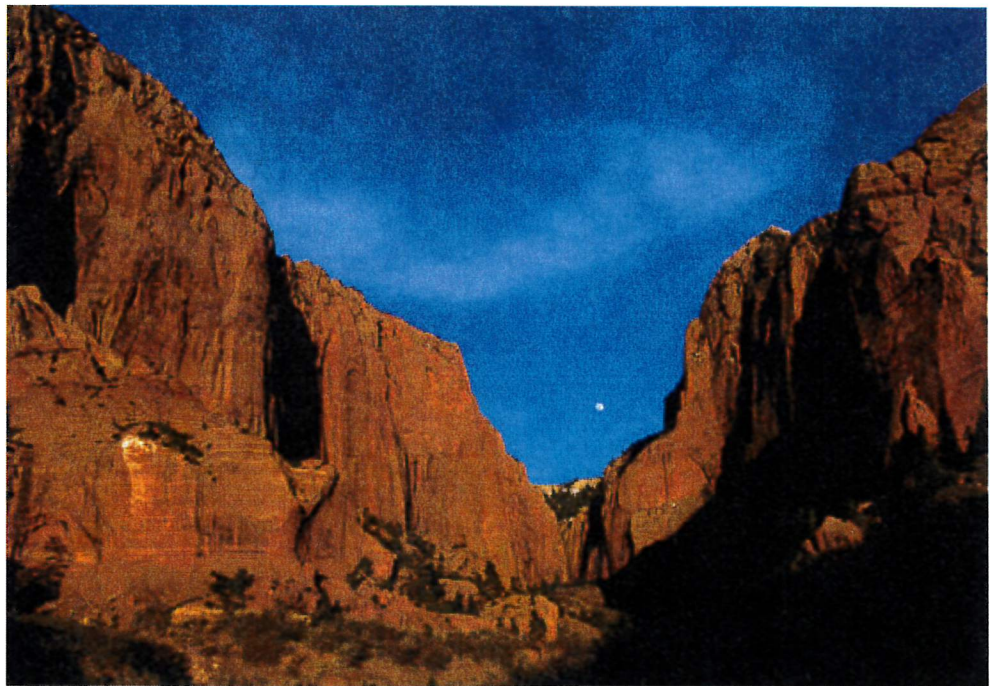
I would like to use \$5,000 for victim assistance such as fuel, rent, utilities, deposits, supplies for children etc. in FY22. The balance of \$4,521 would be spent for the same type of expenses in the following fiscal years.

Please let me know if you need more information, thank you.

Respectfully,

Anna M. Martinez  
Executive Director  
Torrance County Domestic Violence Program

# FVPSA ARP APPLICATION NEW MEXICO



Due October  
29, 2021

American Rescue Plan Supplemental Funding

The American Rescue Plan (ARP) provides critical support to children, families, and communities in response to the COVID pandemic and resulting economic downturn.

Revised 9/23

# FVPSA ARP Application

## New Mexico

### AMERICAN RESCUE PLAN SUPPLEMENTAL FUNDING

#### BACKGROUND

On March 11, 2021, President Biden signed into law the American Rescue Plan Act of 2021 (ARP), a \$1.9 trillion economic stimulus bill designed to speed up America's recovery from the economic and health effects of the COVID-19 pandemic. With the passage of this bill, the Family Violence Prevention and Services Act (FVPSA) has received an historic investment in domestic violence shelters, supportive services, tribes, and culturally specific programs. For FVPSA, Section 2204 provides a total of \$200 million to remain available until expended through September 30, 2025, for the following:

- \$180 million in funding for all FVPSA grant programs, both formula and discretionary grant programs.
- \$18 million in additional funding for FVPSA grants to tribes and tribal organizations.
- \$2 million for the National Domestic Violence Hotline, including allocation of funds to the StrongHearts Native Helpline.

All existing FVPSA grantees are eligible to receive additional funds to continue efforts to prepare, prevent, and respond to the COVID-19 public health emergency.

#### FVPSA ARP Supplemental Funding Grant Awards Allocations

The Family Violence Prevention and Services Act (FVPSA) Program determined award amounts for the ARP supplemental funding using the following formula and allocation requirements authorized in accordance with 42 U.S.C. § 10403(a)(2) of FVPSA.

- 70% to states for 56 grantees reaching 1,600 domestic violence programs (subaward grants).
- 10% to tribes and tribal organizations for 144 grantees, which reaches 252 tribes.
- 10% to state domestic violence coalitions for 56 grantees.
- 6% for training and technical assistance resource centers/capacity building centers.
- 1.5% for Specialized Services for Abused Parents and their Children (SSAPC); and
- 2.5% for FVPSA Program administration and supplemental award monitoring.

#### Project Period

The project period for FVPSA ARP supplemental awards in New Mexico is July 1, 2021 through June 30, 2025.

## Supplemental Funds to Continue the Continuity of Domestic Violence Services and Response to COVID-19

All existing FVPSA grantees are eligible to receive additional funds to continue efforts to prepare, prevent, and respond to COVID-19. Each grantee will receive a supplemental grant award in accordance with the funding allocation authorized in FVPSA section 42 U.S.C. § 10403(a)(2).

The purpose of these supplemental funds is the same as that of the CARES Act funds in 2020 and 2021: to prevent, prepare for, and respond to COVID-19. Within these parameters, grantees have flexibility to determine which services best support the needs of children and families experiencing family violence, domestic violence, and dating violence.

### New Mexico Allocation

The FVPSA Office awarded the State of New Mexico \$738,079 in ARP Supplemental Funding as part of the FVPSA authorized funding formula for States. The Children, Youth and Families Department Behavioral Health Services (CYFD BHS) is allocating the award to existing subgrantees according to the following formula:

1. The latest US Census for each New Mexico County.
2. TIMES one (1) PLUS the percentage rural population of each county to establish a county population factor that is equitable to rural areas.
3. The county population factor divided by the total of county population factors, to establish the percentage of the award to allocate to each county.
4. The total supplemental award times the percentage in #3 determines the allocations available to each county.

In counties with more than one provider, the county allocation percentage will be divided as follows:

1. The total number of survivors provided shelter by each provider times two (2) (to recognize the additional costs of providing shelter).
2. PLUS the total number of survivors provided nonresidential services by each provider.
3. EQUALS the provider factor in that county.
4. Each provider's factor divided by the total of factors in that county determines the percentage allocation of funds for that county.

**The funding formula tables are found in Appendices A and B.**

### Application Timeline

CYFD BHS will release this application on August 27, 2021. Providers will have two (2) months to submit the ARP Supplemental Funding Application, by 5:00 p.m. on October 29, 2021. CYFD BHS will verify that allocation plans comply with FVPSA ARP funding guidelines and allocate requested funds for State Fiscal

Year 22 (July 1, 2021, to June 30, 2022) through the Administrative Services Organization (BHSD Star) to each subrecipient after application approval.

## **Application Contents**

Each Subrecipient should submit the following:

1. A short narrative describing the subrecipients plan for the use of FVPSA ARP Funds, including how the funds will be utilized to prevent, prepare, and respond to the COVID-19 public health emergency (See Appendix C), which may include provision of services during the public health emergency and efforts to recover from the effects of the public health emergency.
2. A request for how the funds should be allocated during the four-year spending period, such that they add up to the total allocation (see Appendix B).
  - a. State Fiscal Year 22 (July 1, 2021 to June 30, 2022)
  - b. State Fiscal Year 23 (July 1, 2022 to June 30, 2023)
  - c. State Fiscal Year 24 (July 1, 2023 to June 30, 2024)
  - d. State Fiscal Year 25 (July 1, 2024 to June 30, 2025)

### **Notes:**

- The total of the requested allocations must equal the subrecipient's allocation listed in Appendix B.
- Please refer to the "Prevent, Prepare, and Respond" framework for the allowable use of funds (Appendix C) in your narrative.
- The requested annual allocation may be adjusted as we move from fiscal year to fiscal year. Unspent balances will be carried forward and providers will not lose unspent allocations until June 30, 2025.

## **Funding Goals**

CYFD BHS' goal with this funding is to allow significant flexibility for each provider to determine the best use of funds for their agency. Please keep in mind that the future of the COVID-19 public health emergency is uncertain. Although funds can be used for provision of services during the public health emergency, there may be unforeseen expenses related to COVID-19 and funds can be kept as a reserve for these unforeseen expenses. The FVPSA office is allowing an emphasis on Recovery from the COVID-19 public health emergency in consideration of allowable use of funds.

## **Allowable Uses**

Please review Appendix C and D for allowable uses. Appendix D is an extensive Question and Answer (Q&A) that has detail on allowable uses of ARP Supplemental funding.

## **Billing and Reporting**

CYFD BHS will provide a separate invoice to subrecipients for FVPSA ARP funds which will include a short narrative section on how each use of funds met the goals of the American Rescue Plan and the approximate number of survivors that benefit from each expenditure of ARP funds.

# Appendix A

## ALLOCATION BY COUNTY

County (with DV Provider)	FVPSA Subrecipient Provider	Percent Survivors Served Within County by Provider	Adjusted Share of State Population (Rural Adjustment)	Percentage to Allocate to Each County/Provider	ARP Allocation
Bernalillo County	Domestic Violence Resource Center	38.57%	27.35%	10.55%	\$77,867
Bernalillo County	Enlace Comunitario	29.28%		8.01%	\$59,120
Bernalillo County	SAFE House	32.15%		8.79%	\$64,877
Chaves County	Roswell Refuge for Battered Adults	100.00%	3.23%	3.23%	\$23,840
Cibola County	Roberta's Place	100.00%	1.67%	1.67%	\$12,326
Colfax County	Alternatives to Violence	100.00%	0.83%	0.83%	\$6,126
Curry County	Hartley House	100.00%	2.19%	2.19%	\$16,164
Doña Ana County	La Casa	100.00%	9.89%	9.89%	\$72,996
Eddy County	Carlsbad Battered Families Shelter	45.43%	2.58%	1.17%	\$8,636
Eddy County	Grammy's House	54.57%		1.41%	\$10,407
Grant County	El Refugio	100.00%	1.66%	1.66%	\$12,252
Guadalupe County	Tri-County Family Justice Center	100.00%	0.27%	0.27%	\$1,993
Hidalgo County	El Refugio	100.00%	0.39%	0.39%	\$2,879
Lea County	Option Inc.	100.00%	3.10%	3.10%	\$22,880
Lincoln County	Help End Abuse for Life - The Nest Shelter	100.00%	1.24%	1.24%	\$9,152
Los Alamos County	Crisis Center of Northern New Mexico	100.00%	0.79%	0.79%	\$5,831
Luna County	Luna County Healing House	100.00%	1.40%	1.40%	\$10,333
McKinley County	Battered Families Services	100.00%	4.46%	4.46%	\$32,918
Mora County	Tri-County Family Justice Center	8.32%	0.39%	0.03%	\$221
Otero County	Center of Protective Environment (COPE)	100.00%	3.28%	3.28%	\$24,209
Quay County	Hartley House	100.00%	0.51%	0.51%	\$3,764
Rio Arriba County	Crisis Center of Northern New Mexico	100.00%	2.39%	2.39%	\$17,640
Roosevelt County	Hartley House	100.00%	1.07%	1.07%	\$7,897
Sandoval County	Haven House	100.00%	6.10%	6.10%	\$45,023
San Juan County	Family Crisis Center	86.88%	6.89%	5.98%	\$44,137
San Juan County	Navajo United Methodist Center New Beginnings Program	13.12%		0.90%	\$6,643
San Miguel County	Tri-County Family Justice Center	100.00%	1.71%	1.71%	\$12,621
Santa Fe County	Esperanza Shelter for Battered Families	100.00%	7.15%	7.15%	\$52,773
Sierra County	Domestic Abuse Intervention Center	100.00%	0.64%	0.64%	\$4,724
Socorro County	El Puente del Socorro	175.58%	1.06%	1.86%	\$13,728
Taos County	Community Against Violence	100.00%	2.07%	2.07%	\$15,278
Torrance County	Torrance County Project Office	100.00%	1.29%	1.29%	\$9,521
Union County	Alternatives to Violence	100.00%	0.36%	0.36%	\$2,657
Valencia County	Valencia Shelter for Victims of DV	100.00%	3.54%	3.54%	\$26,128
				<b>100%</b>	<b>\$737,562</b>

# Appendix B

## ALLOCATION BY PROVIDER

Provider	ARP Allocation
Alternatives to Violence	\$8,783
Battered Families Services	\$32,918
Carlsbad Battered Families Shelter	\$8,636
Center of Protective Environment (COPE)	\$24,209
Community Against Violence	\$15,278
Crisis Center of Northern New Mexico	\$23,471
Domestic Abuse Intervention Center	\$4,724
Domestic Violence Resource Center	\$77,867
El Puente del Socorro	\$13,728
El Refugio	\$15,131
Enlace Comunitario	\$59,120
Esperanza Shelter for Battered Families	\$52,773
Family Crisis Center	\$44,137
Grammy's House	\$10,407
Hartley House	\$27,826
Haven House	\$45,023
Help End Abuse for Life - The Nest Shelter	\$9,152
La Casa	\$72,996
Luna County Healing House	\$10,333
Navajo United Methodist Center New Beginnings Program	\$6,643
Option Inc.	\$22,880
Roberta's Place	\$12,326
Roswell Refuge for Battered Adults	\$23,840
SAFE House	\$64,877
Torrance County Project Office	\$9,521
Tri-County Family Justice Center	\$14,835
Valencia Shelter for Victims of DV	\$26,128
	<b>\$737,562</b>



# Appendix C

## ALLOWABLE USE OF FUNDS GUIDANCE: STATES AND TRIBES

**Prevent** – Activities that assist domestic violence survivors by providing supportive services, shelter options, and supplies, which will reduce the exposure and risk of COVID-19.

- Outreach and education to local domestic violence programs and tribes on strategies that reduce [COVID-19 transmission](#), using existing materials where available. Please note that grantees are expected to use materials from federal agencies and/or local public health departments.
- Dissemination of [educational materials](#) and resources to local domestic violence programs and tribes on precautions to [prevent](#), contain, or mitigate COVID-19 and other respiratory illnesses. Please note that grantees are expected to use materials from federal agencies and/or local public health departments.
- Provision, on a regular basis, of immediate shelter and related supportive services to adult and youth victims of family violence, domestic violence, or dating violence, and their dependents, including paying for the operating and administrative expenses of the facilities for such shelter.
  - These FVPSA supplemental funds can be used to provide temporary refuge in conjunction with supportive services in compliance with applicable state or tribal laws or ~~regulations~~ and includes:
    - Housing provisions including assistance locating and securing safe and affordable permanent housing and homelessness prevention services.
    - Rental subsidies.
    - Temporary refuge or lodging in individual units such as apartments (which is ~~not~~ required to be owned, operated or leased by the program).
    - Safe homes; and
    - Hotel or motel vouchers.
- Provision of prevention services, including outreach to underserved populations to increase access to domestic violence services and reduce the exposure and risk of COVID-19.
- Strengthening of partnerships with local and state public health authorities, local and state ~~human services~~ agencies, emergency services managers, health care providers, housing and homelessness services, culturally specific community based organizations, tribes, and domestic violence programs to improve emergency operations and related outcomes for victims and their dependents.

**Prepare** – Activities that include assessing needs of survivors during the COVID-19 public health emergency. Activities that provide training, information, and assistance necessary to ensure the continuity of domestic violence services. Assessing the capacity of local domestic violence programs' and tribes' emergency operation plans and plans to address the needs of survivors and reduce the exposure and risk of COVID-19. Please note that the provision of remote services continues to be an allowable activity.

- Assessment of the capacity of agencies, local domestic violence programs, and tribes to provide continuity of domestic violence services, including emergency operations plan and plans to address increasing service demands, remote services operational capacity, potential provider closures, and staff unavailability due to illness, caretaking, or other reasons related to the COVID-19 public health emergency.
- Reviewing, updating, and/or implementing emergency operations plan and plans to address increasing and/or shifting service demands, remote services operational capacity, potential provider closures, and staff unavailability due to illness, caretaking, or other reasons related to the COVID-19 public health emergency.
- Activities to build capacity to provide core shelter and supportive services through flexible and survivor-centered approaches that are adaptable to changing program, community, and survivor needs (e.g., mobile advocacy, flexible funding, non-congregate sheltering options).
- Development of safety plans, and supporting the efforts of victims of family violence, domestic violence, or dating violence to make decisions related to their ongoing safety and well-being during the COVID-19 public health emergency.
- Provision of individual and group counseling, peer support groups, and referral to community-based services to assist family violence, domestic violence, and dating violence victims, and their dependents in recovering from the effects of violence during COVID-19 public health emergency.
- Provision of services for children exposed to family violence, domestic violence, or dating violence, including age-appropriate counseling, supportive services, and services for the non-abusing parent that support that parent's role as a caregiver, which may, as appropriate, include services that work with the non-abusing parent and child together, during the COVID-19 public health emergency. Please note that the provision of remote services would be an allowable activity.
- Enhancement of capacity to provide culturally and linguistically appropriate services during COVID-19 public health emergency and address racial disparities exacerbated by the public health emergency.

**Respond** – Activities and technical assistance for ensuring the continuity of domestic violence services during the COVID-19 public health crisis which includes responding to issues including adapting to fluctuating needs and circumstances. Please note that the provision of remote services continues to be an allowable activity:

- Provision of services, training, technical assistance, and outreach to increase awareness of family violence, domestic violence, and dating violence and increase the accessibility of family violence, domestic violence, and dating violence services.
- Provision of advocacy, case management services, and information and referral services

concerning issues related to family violence, domestic violence, or dating violence intervention and prevention, including—

- (i) Assistance in accessing related federal and state financial assistance programs.
  - (ii) Legal services and other advocacy to assist victims and their dependents in navigating court processes, including, but not limited to, restraining orders, child custody, eviction, and domestic violence-related firearm removal.
  - (iii) Medical advocacy, including provision of referrals for appropriate health care services (including mental health and substance use services), but which shall not include reimbursement for any health care services.
  - (iv) Assistance locating and securing safe and affordable permanent housing and referrals to homelessness prevention services.
  - (v) Provision of transportation, childcare, respite care, job training and employment services, financial literacy services and education, financial planning, and related economic empowerment services.
  - (vi) Parenting classes and other educational services for victims and their dependents; and
  - (vii) Advocacy to assist victims in safely and effectively navigating human services systems and processes, including, but not limited to child welfare and child support enforcement services.
- Provision of direct crisis intervention services, including counseling, mobile advocacy, telehealth, peer support, and in-person assistance. Mobile advocacy allows for advocates to work out in the community in order to support domestic violence survivors wherever it is safe and convenient for the survivor.

## **Resources**

Please see the following links for additional resources and information:

- Family and Youth Services Bureau, Federal Guidance in Addressing COVID-19 webpage, <https://www.acf.hhs.gov/fysb/news/federal-guidance-in-addressing-covid-19>
- FAQs on Allowable Use of FVPSA Funds during the COVID-19 Public Health Emergency, <https://www.acf.hhs.gov/fysb/news/faqs-on-allowable-use-of-fvpsa-funds-during-the-covid-19-public-health-emergency>.

# Appendix D

## ALLOWABLE USE OF FUNDS QUESTIONS AND ANSWERS (Q&A)

The following is a Q&A document from the FVPSA Office for State Administrators. It is included in this application to help open up the possibilities and limitations of this Supplemental Funding.

**Question: Will direct payments to survivors be an option? Has the statutory prohibition on direct payments to survivors been lifted/waived under ARP supplemental funding?**

**Answer:** No. FVPSA Section 308(d)(1) prohibits direct payments to victims of domestic violence or their dependents, which states, *no funds provided under this title may be used as direct payment to any victim of family violence, domestic violence, or dating violence, or to any dependent of such victim.*

The FVPSA Program does not have the legal authority to waive the direct payment prohibition outlined in Section 308(d)(1) to allow ARP funding to be used to make direct payments to survivors. While the FVPSA Program recognizes that this prohibition creates a barrier for millions of domestic violence survivors, and particularly where research illustrates that direct assistance helps mother-led families experiencing domestic violence remain in their original homes – with their children able to stay in their schools, as opposed to facing homelessness or needing to relocate to domestic violence shelters – until there is an act of Congress, this prohibition remains in place.

**Question: We were under the impression that ARP funding was going to be more flexible, but upon review of the Program Instructions (not FOA), it does not appear too different from the CARES Act ~~and~~ expenses. Is this accurate?**

**Related Question:** Our programs have addressed, trained, set up systems, purchased PPE, etc. related to COVID-19. Expenses directly related to COVID-19 are diminishing rapidly and are largely covered by other State funds. Could you address the bounds of what the ARP funds can be used for?

**Related Question:** More flexible uses of the funding; will this be more effective to assist in recovery for programs if there is more flexibility of the funding, especially due to programs not able to fundraise and meet match for other grants?

**Answer:** Per FVPSA legislation at [42 U.S.C. § 10408\(b\)](#) FVPSA funds can be used to support the operation and administration of shelter and supportive services, including, but not limited to:

- Staffing
- Shelter Utilities
- Food and toiletries for shelter
- Rental costs of the shelter facility

- Supplies for the shelter o Including supplies for survivors entering shelter such as:
  - o Clothing
  - o Toiletries, etc.
- Transportation
- Developing safety plans
- Individual and group counseling and peer support groups
- Training, technical assistance, prevention, and outreach to increase awareness of domestic violence and dating violence.
- Services for children exposed to domestic violence.
- Advocacy, case management services, and information and referral services

The definition of Shelter in FVPSA Regulations at [45 CFR §1370.2](#) includes the provision of temporary refuge in conjunction with supportive services in compliance with applicable State or Tribal law or regulations and includes:

- Emergency and immediate shelter
- Housing provision
- Rental Subsidies
- Temporary refuge or lodging in individual units such as apartments.
  - o Not required to be owned, operated or leased by the program.
- Safe homes
- Hotel or motel vouchers

The intent of FVPSA is to provide funding for core domestic violence services to intimate partners, including same sex persons, and their dependents. FVPSA funds in general, including any supplemental funds awarded to grantees, are very flexible in their allowable uses – the expansive definition of shelter and supportive services has not changed under the issuance of supplemental funding. Funding may support a wide range of expenses necessary to ensure the continuity of services for domestic violence survivors and their children during COVID-19, including COVID-19 preparedness and risk mitigation, technology enhancements to support transitioning to virtual and remote services, and supporting survivors and their children to heal, recover, and regain stability from the impact of the public health emergency.

***For instance:***

*Shelter:* The provision of temporary refuge in conjunction with supportive services in compliance with applicable state or tribal law or regulations governing the provision, on a regular basis, of shelter, safe homes, meals, and supportive services to victims of family violence, domestic violence, or dating violence, and their dependents. State and tribal law governing the provision of shelter and supportive services on a regular basis is interpreted by ACF to mean, for example, the laws and regulations applicable to zoning, fire safety, and other regular safety and operational requirements, including state, tribal, or local regulatory standards for certifying domestic violence advocates who work in shelter. This definition also includes emergency shelter and immediate shelter, which may include housing provision, rental subsidies, temporary refuge, or lodging in properties that could be individual units for families and individuals (such as apartments) in multiple

locations around a local jurisdiction, tribe/reservation, or state. These properties are not required to be owned, operated, or leased by the program. Temporary refuge includes a residential service, including shelter and off-site services such as hotel or motel vouchers or individual dwellings, which is not transitional or permanent housing, but must also provide comprehensive supportive services. The mere act of making a referral to shelter or housing shall not be considered provision of shelter. Should other jurisdictional laws conflict with this definition of temporary refuge, the definition that provides more expansive housing accessibility governs.

*Supportive Services:* Services for adult and youth victims of family violence, domestic violence, or dating violence, and their dependents that are designed to meet the needs of such victims and their dependents for short-term, transitional, or long-term safety and recovery. Supportive services include but are not limited to: direct and/or referral-based advocacy on behalf of victims and their dependents, counseling, case management, employment services, referrals, transportation services, legal advocacy or assistance, childcare services, health, behavioral health and preventive health services, culturally and linguistically appropriate services, and other services that assist victims or their dependents in recovering from the effects of the violence. To the extent not already described in this definition, supportive services also include but are not limited to other services identified in FVPSA at 42 U.S.C. § 10408(b)(1)(A)-(H). Supportive services may be directly provided by recipients and/or by providing advocacy or referrals to assist victims in accessing such services.

The specific prohibitions on use of FVPSA funds includes construction, capital expenditures, and direct cash assistance to individuals.

For additional reference on the use of FVPSA funds, see the ARP Supplemental Funding Program Instructions (pages 16-18), the standing funding opportunity announcement for Domestic Violence Shelter and Supportive Services/Grants to States, and the FVPSA statute.

Congress appropriated ARP supplemental funds for FVPSA states, tribes, state domestic violence coalitions, and sub awardees without regard the matching requirements of 42 U.S.C. § 10406(c)(4). **No match is required for these supplemental grant awards or subawards.**

**Question: What legal services can be supported by funds? What legal services are not allowed?**

**Related Question:** Can we use FVPSA funding to pay for protective orders, court fees, and other legal costs associated with their DV case?

**Related Question:** In the "Respond" category, the document states:

*Provision of, and training and technical assistance related to, advocacy, case management services, and information and referral services concerning issues related to family violence, domestic violence, or dating violence intervention and prevention, including—*

*(ii) Legal services and other advocacy to assist victims and their dependents in navigating court processes, including, but not limited to, restraining orders, child custody, eviction, and domestic violence-related firearm removal;*

Am I interpreting correctly that provision of legal services for victims would be an allowable use of funds? (Assuming that we follow the Cost Principles for “professional services” in 45 CFR §75.459.) We have had an extreme increase in survivors seeking safety through civil court processes such as protective orders.

**Answer:** Yes, per [42 U.S.C. 10408\(b\)\(1\)\(G\)](#) FVPSA funding can be used to support legal advocacy to assist victims and their dependents. This has always been an allowable cost under the FVPSA. Legal advocacy or assistance costs (e.g., providing victims with information and assistance through the civil and criminal courts, and legal assistance) are allowable uses of funds under FVPSA and extend to ARP guidelines. See the above definition of supportive services. (\*This may differ from the guidance provided under other federal programs such as the Department of Justice LAV grants.)

**Question: Can the ARP supplemental funds be used for counseling for direct service staff to address burnout, vicarious trauma, etc.?**

**Answer:** Yes. See ARP Supplemental Funding Program Instructions, *Prepare* section, page 20, bullet 1.

**Question: Can we use ARP supplemental funds to hire a consultant or employee to work on emergency preparedness with all of our funded programs?**

**Answer:** Yes. See ARP Supplemental Funding Program Instructions, *Prepare* section, pages 19-20, entire section.

**Question: Will funds support youth focused primary prevention services?**

**Answer:** Yes. See ARP Supplemental Funding Program Instructions, page 16, *Prevent*, bullet 4 and page 17, *Respond*, bullet 2. (Also, this has always been an allowable use of FVPSA funds.)

**Question: Will funds support batterer services (i.e., intervention programs)?**

**Answer:** The intent of FVPSA is to provide funding for core domestic violence services to intimate partners, including same sex persons, and their dependents. Receipt of supportive services under the FVPSA must be voluntary – batterer intervention services are usually court-mandated, require repayment of fees and restitution, and may include a number of other conditions that do not reflect a voluntary services model.

**Question: Public transportation has become limited or non-existent. Will we be able to purchase vehicles to support staff travel to areas of service where transport does not exist?**

**Answer:** Yes, vehicles are an allowable expense under the FVPSA Program. Motor vehicles are defined as general purpose equipment, meaning they are equipment “which is not limited to research, medical, scientific or other technical activities” 45 CFR §75.2. The Cost Principles state that capital expenditures for vehicles and other general-purpose equipment are unallowable as a direct cost, “except with the prior written approval of the HHS awarding agency or pass-through entity” 45 CFR §75.439(b)(1). Therefore, there must be prior written approval before the purchase of a motor vehicle is allowed. In addition, if approved, “capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the HHS awarding agency” 45 CFR §75.439(b)(4).

Once purchased, the motor vehicle may only be used for specific grant related activities. Under the Family Violence Prevention and Services Act (Pub.L. 114-38), grant funds may be used for the “provision of advocacy, case management services, and information and referral services, concerning issues related to family violence, domestic violence, or dating violence intervention, and prevention, including ... provision of transportation” 42 USC §10408(b)(1)(G)(v). Moreover, the FVPSA statute also allows for specialized services for abused parents and their children, and those funds can similarly be used to provide transportation services 42 USC §10412(d)(2)(C).

In order for a grantee to purchase a vehicle, they will need to obtain written approval for the purchase. They will also have to ensure that the vehicle is used in support of the FVPSA activities, ensuring victims have access to the services they need.

See ARP Supplemental Funding Program Instructions, page 17, *Respond*, bullet 2.

**Question: Survivors requiring shelter and/or exiting shelter to other permanent living conditions cannot access moving services (i.e., U-Haul as it is not in immediate area of**



service). **Could the program purchase a trailer that could be hitched to the back of a vehicle to facilitate with moving survivor's belongings?**

**Answer:** Yes, ARP supplemental funds may be used to cover the cost of addressing basic needs and providing rental assistance, hotel, motel, utilities, and nominal moving costs for domestic violence survivors and their children as they recover and stabilize during the COVID-19 public health emergency. Grantees should have an established policy in place to make these funds available to all program participants who may be need; ensure these funds cover reasonable, common costs related to moving expenses; and grant funds are not exhausted or depleted under this singular use.

**Question: Is covering the ongoing housing rental costs for survivors an allowable expense?**

**Answer:** Yes, ARP supplemental funds may be used to cover the cost of addressing basic needs and providing rental assistance, hotel, motel, utilities, and nominal moving costs for domestic violence survivors and their children as they recover and stabilize during the COVID-19 public health emergency. Grantees should have an established policy in place to make these funds available to all program participants who may be need; ensure these funds meet a reasonable, temporary/short-term need; and that grant funds are not exhausted or depleted under this singular use. See ARP Supplemental Funding Program Instructions, page 16, *Prevent*, bullet 3.

The definition of Shelter in FVPSA Regulations at 45 CFR §1370.2 includes the provision of temporary refuge in conjunction with supportive services in compliance with applicable State or Tribal law or regulations and includes:

- Emergency and immediate shelter
- Housing provision
  - Rental Subsidies
  - Temporary refuge or lodging in individual units such as apartments.
    - Not required to be owned, operated or leased by the program.
  - Safe homes
  - Hotel or motel vouchers

**Question: Can funds be used to furnish a survivor's new safe home or apartment?**

**Answer:** Yes, ARP supplemental funds may be used to cover the cost of addressing basic needs and providing rental assistance, hotel, motel, utilities, and nominal moving costs for domestic violence survivors and their children as they recover and stabilize during the COVID-19 public health emergency. Grantees should have an established policy in place to make these funds available to all program participants who may be need; ensure these funds meet a reasonable, basic need; and that grant funds are not exhausted or depleted under this singular use. Also, see above definition of supportive services.

See ARP Supplemental Funding Program Instructions, page 16, *Prevent*, bullet 3.

**Question: Are gift cards an allowable expense?**

**Answer:** Guidance on use of grant funds for gift card purchases can be complex and is very dependent upon circumstances. This guidance evolves and should be checked on a case by case basis directly with the grantee. Grantees must ensure they are not using the majority of their funds for this purpose and that provision of other services/shelter are not being negatively impacted or failing to be provided. Grantees may consider setting aside a finite amount of funds for this purpose and maintaining the limitation of that budget item. Here is a summary of the common requests for reasons to purchase, use, or provide gift cards.

- **Gift cards for use by clients for items related to their homelessness or other needs directly related to their victimization: Yes**, this is an acceptable use of funds and justified as a part of the cost of doing business. Grantees must keep a record of the number of gift cards (and amounts), reason for issuance and which recipients received them (without breaking confidentiality).
- **Gift cards as incentives or small prizes for participation in focus groups or surveys: Yes**, that is considered an acceptable use of funds and is justified as part of the cost of doing business. However, grantees should limit their use to a small number of gift cards or prizes. Grantees may use their administrative funds or when that is not possible, it may be taken from their 25% supportive services funding and they must keep a record of the number of gift cards (and amounts) or small prizes distributed, and which recipients received them.
- **Gift cards for employee recognition: No**, gift cards for employees for any reason is not an allowable cost.

**Question: Is paying for vehicle repairs for survivors to aid in mobility/access allowable?**

**Answer:** Third-party vendor payments are an allowable expense under the FVPSA. Grantees should have an established policy in place to make these funds available to all program participants who may be need; ensure these funds meet a reasonable, basic need; and that grant funds are not exhausted or depleted under this singular use. Grantees must be aware of financial reporting and auditing requirements for provision of such service.

Per FVPSA legislation at 42 U.S.C. § 10408(b) FVPSA funds can be used to support the operation and administration of shelter and supportive services, including, but not limited to:

- Staffing

- Shelter Utilities
- Food and toiletries for shelter
- Rental costs of the shelter facility
- Supplies for the shelter o Including supplies for survivors entering shelter such as:
  - Clothing
  - Toiletries, etc.
- Transportation
- Developing safety plans
- Individual and group counseling and peer support groups
- Training, technical assistance, prevention, and outreach to increase awareness of domestic violence and dating violence.
- Services for children exposed to domestic violence.
- Advocacy, case management services, and information and referral services

**Question: Can funds be used to install privacy fencing around shelter to increase security and/or safety? Is paying for a double wide trailer to expand the shelter, or other construction costs allowable?**

**Answer:** FVPSA funding, including all supplemental funding are non-construction grant awards for federal assistance. Construction has never been an allowable cost within the FVPSA and is actually not allowable under most ACF grant programs.

Per the HHS Grants Policy Statement: "Real property may be acquired only when authorized by statute and when specifically provided for in the NoA [Notice of Award]. In addition, activities under individual grants that constitute major renovation of real property... may be charged to HHS grants only with specific statutory authority and GMO approval." The FVPSA statute does not provide the authority to approve construction or renovation related cost.

When a grant program does not have explicit real property authority, any grant funds used to purchase, construct, or improve (major renovation) real property are unallowable and must be disallowed. However, the recipient may request approval for minor alteration & renovation (A&R).

Further, as it relates to ARP supplemental funding, consider how any of these costs would fit within the context to prevent, prepare, and/or respond to the COVID-19 public health emergency.



*Agenda Item  
No. 12-C*

# **Family Violence Prevention and Services/Domestic Violence Shelter and Supportive Services – Supplemental Funding American Rescue Plan Act of 2021**

## **Scope of Work**

**Lead Agency:** CYFD BHS

**Vendor/Provider:** Torrance County Project Office Torrance County Domestic Violence Program

**Vendor/Provider Name Used by ASO:** Torrance County Project Office

**State Fiscal Year:** SFY22 (July 1, 2021 - June 30, 2022)

**Services:** Client Services

**Billing Type:** Invoice

**Funding:** Federal Funds

**Fund Pool:** Family Violence Prevention and Services/Domestic Violence Shelter and Supportive Services – Supplemental Funding American Rescue Plan Act of 2021 (“FVPSA10: DV Family Violence Prev Svcs ACT: AR PLAN (ARPLAN)”) ”

**Federal Award Amount:**

Total Award (July 1, 2021 to June 30, 2025): \$9,521.00

Total Reimbursements in Previous Periods: 0.00

Portion Allocated in current fiscal year (July 1, 2021 – June 30, 2022): \$5,000.00

**Project:** Relief Funds

**CFDA# (If Applicable):** 93.671

The Vendor shall perform the work outlined in this Scope of Work and attached Appendices which are hereby incorporated and made a part of the Agreement.

### **I. DURATION:**

The project period for Family Violence Prevention and Services/Domestic Violence Shelter and Supportive Services – Supplemental Funding American Rescue Plan Act of 2021 (“FVPSA ARPA”) is October 1, 2020, through September 30, 2025. The Children, Youth and Families Department Behavioral Health Services Division (“CYFD BHS” or “Lead Agency”) received authority to award FVPSA ARPA funds from July 1, 2021, to June 30, 2025, on an annual basis, with the annual portion determined between the Vendor and CYFD BHS. Unspent allocations will be available to the Vendor in future periods.

The project period for this Scope of Work is July 1, 2021 to June 30, 2022.

II. GOALS:

Ensure continuity of services for survivors of domestic violence and their dependents during the COVID-19 public health emergency.

III. OBJECTIVES:

Use FVPSA ARP funds to help ensure the continuity of services for survivors of domestic violence and their dependents according to the allowable use of funds, which are defined in Appendix A, including:

- A. Prevent exposure and risk of COVID-19 by enhancing supportive services and shelter options for adult and youth victims of family violence, domestic violence, and dating violence, and their dependents, including payment of operating and administrative expenses of such shelter.
- B. Prepare for continuity of service delivery during the COVID-19 public health emergency by assessing the needs of survivors and survivor service agencies.
- C. Respond to fluctuating needs and circumstances during the COVID-19 public health emergency to ensure continuity of services.

IV. PERFORMANCE MEASURES:

Vendor will maintain good standing with CYFD BHS by adhering to the CYFD Domestic Violence Survivor Services Project Standards (currently in draft form) and administrative requirements of CYFD BHS and the FVPSA ARPA.

V. PROGRAM DESCRIPTION:

- A. The American Rescue Plan Act of 2021 (ARP) is a \$1.9 trillion economic stimulus bill designed to speed up America's recovery from the economic and health effects of the COVID-19 pandemic. With the passage of this bill, the Family Violence Prevention and Services Act (FVPSA) received a \$180 million investment in domestic violence shelters, supportive services, tribes, and culturally specific programs. Of this amount, the State of New Mexico received Seven hundred thirty-eight thousand seventy-nine dollars and no cents (\$738,079.00), which is allocated to existing subgrantees according to a FVPSA-approved formula.
- B. CYFD BHS' goal with this funding is to allow significant flexibility for each provider to determine the best use of funds for their agency as the future of the COVID-19 public health emergency is evolving and uncertain. The FVPSA office is allowing an emphasis on recovery from the COVID-19 public health emergency in consideration of allowable use of funds.

VI. TARGET POPULATION:

Expenditures under the FVPSA ARP will be for the benefit of adult and youth victims of family violence, domestic violence, or dating violence, and their dependents.

VII. STATUTORY AUTHORITY/REQUIREMENTS:

- A. Vendor must maintain services in accordance with the following Federal regulations, including:
1. 2 CFR part 182—Government-wide Requirements for Drug Free Workplaces
  2. 45 CFR part 75—Uniform Administrative Requirements, Cost Principles and Audit Requirements for HHS Awards
  3. 45 CFR part 80—Nondiscrimination Under Programs Receiving Federal Assistance Through the Department of Health and Human Services Effectuation of Title VI of the Civil Rights Act of 1964
  4. 45 CFR part 84—Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance
  5. 45 CFR part 86—Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance
  6. 45 CFR part 91—Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance for HHS
  7. 45 CFR part 93—New Restrictions on Lobbying
  8. 45 CFR part 1370.4 – Family Violence Prevention and Services Act Confidentiality Requirements
  9. 45 CFR part 1370.5 – Family Violence Prevention and Services Act Additional Non-Discrimination Requirements

VIII. DELIVERABLES AND REPORTS:

The Vendor shall:

- A. Spend funds according to a budget approved by CYFD BHS, the CYFD BHS Allowable and Unallowable Cost Guidance, and the FVPSA ARP Allowable Use of Funds for States and Tribes (Appendix A).
- B. Obtain pre-approval from CYFD BHS for any expenditures that require specific pre-approval according to the CYFD BHS Allowable and Unallowable Cost

Guidance or that emerge as needs that are not included in an approved project budget.

- C. Conform to the CYFD Domestic Violence Survivor Services Project Standards, as published by CYFD BHS, including:
  - 1. Operations and Administrative Standards
  - 2. Community Services Standards
  - 3. Survivor Services Standards
- D. If the Vendor purchases property through this Scope of Work that will be considered a capitalized asset, the Vendor shall document its intended use and submit a report annually to CYFD BHS detailing the current inventory of capitalized assets and their accumulated depreciation. The Vendor will continue to track and report on each capitalized asset until it is fully depreciated on the Vendor's financial statements. In the event that the Vendor ceases to have a contract with CYFD BHS, the Vendor will ensure that any such capital assets will be used for the intended purpose throughout their useful life, including the transfer of ownership to an entity that will use the asset for a similar public purpose.

IX. DATA COLLECTIONS ACTIVITIES, REQUIREMENTS AND DATA USE AGREEMENT (DUA):

The Vendor shall:

- A. Ensure that all data submitted to CYFD BHS complies with the confidentiality requirements of FVPSA, including the non-disclosure of any personally identifying information of survivors of domestic, dating or family violence, or their dependents.
- B. Respond to reasonable requests for information from CYFD BHS, which may be part of program management, research efforts, or are the result of requests from State or Federal authorities.

X. BILLING:

- A. Each month in which FVPSA ARP- eligible costs are incurred, Vendor will submit a FVPSA ARP invoice and backup documentation (e.g., receipts, timesheets), which includes an estimate of the number of people who benefitted from the expenditure, a description of how the expenses comply with the FVPSA ARP allowable use of funds, and any stories of the benefit of the expenditures.
- B. The Vendor will comply with 45 CFR part 75, CYFD BHS' Allowable and Unallowable Cost Guidance, and the agreed upon line-item budget between the



Vendor and CYFD BHS. When required, the Vendor will seek prior approval for costs incurred.

- C. The Vendor understands that the allocations made available through NMStar are subject to the availability of State and Federal Funding appropriations, as described in the Client Services Treatment Agreement for the Behavioral Health Collaborative Member Agencies Non-Medicaid Services. If a decrease or increase in available funds is made, CYFD BHS will renegotiate the agreed upon budget with the Vendor.
- D. The Vendor shall submit invoices through the CYFD BHS Administrative Services Organization ([www.bhsdstar.org](http://www.bhsdstar.org)) no later than fifteen (15) days following the service period end date including supplemental documentation required to substantiate the invoiced expenses. The Vendor understands that CYFD BHS may require earlier submission based on State and Federal fiscal year requirements.
- E. The Vendor shall agree that funds made available to them will not be used as direct payment to any survivor or dependent of a victim of family violence.
- F. The Vendor will not assess any fee on a survivor of violence.

**EXECUTION PAGE**

By signing below, I represent that I am an authorized signatory for the  
Provider and have read and understand this Scope of Work.

<b>PROVIDER</b>	
Name of Provider (Please Print or Type):	
Authorized Signature:	Date:
Name (Please Print or Type):	
Title (Please Print or Type):	
Address:	
E-Mail Address:	
Phone:	Fax:
TIN:	NPI:

**PROVIDER INSTRUCTIONS  
FOR NON-MEDICAID DOCUMENTS**

The document(s) that are being delivered to you have been approved by the State of New Mexico.

**Instructions**

1. **Legal Name.** Review your Provider Name on the first page of the document to verify it is correct and that it is the Provider's legal name. If it is not, to have it corrected please email [support@fallingcolors.com](mailto:support@fallingcolors.com) the correct legal name as soon as possible.
  
2. **Notice and Contact Information.** If you are a new Provider receiving a Provider Agreement, completely fill in Provider's Address, Attention contact, Phone, Fax and Email **Please be sure that all information is legible.**
  
3. **Execution Page.** Completely fill in all the blanks on the Execution Page (the last page of the document) including all of the following information:
  - a) Insert TIN
  - b) Insert NPI
  - c) Sign the Provider Agreement
  - d) Print Name and Title of the signatory in a legible manner
  - e) Fill in Address, Email, Phone and Fax information
  
4. **Return Executed Document(s).** Documents are returned electronically using DocuSign software once document(s) is executed. Instructions for DocuSign will come with the email from DocuSign.

***If you do not complete the document(s) in accordance with the instructions above, the document(s) will be returned to you to complete this step.***

# Appendix A

## ALLOWABLE USE OF FUNDS GUIDANCE: STATES AND TRIBES

**Prevent** – Activities that assist domestic violence survivors by providing supportive services, shelter options, and supplies, which will reduce the exposure and risk of COVID-19.

- Outreach and education to local domestic violence programs and tribes on strategies that reduce COVID-19 transmission, using existing materials where available. Please note that Vendors/Providers are expected to use materials from federal agencies and/or local public health departments to include toolkits, print resources, public service announcements and video resources.
- Dissemination of educational materials and resources to local domestic violence programs and tribes on precautions to prevent, contain, or mitigate COVID-19 and other respiratory illnesses. Please note that Vendors/Providers are expected to use materials from federal agencies and/or local public health departments to include toolkits, print resources, public service announcements and video resources.
- Provision, on a regular basis, of immediate shelter and related supportive services to adult and youth victims of family violence, domestic violence, or dating violence, and their dependents, including paying for the operating and administrative expenses of the facilities for such shelter.
  - These FVPSA supplemental funds can be used to provide temporary refuge in conjunction with supportive services in compliance with applicable state or tribal laws or regulations and includes:
    - Housing provisions including assistance locating and securing safe and affordable permanent housing and homelessness prevention services.
    - Rental subsidies.
    - Temporary refuge or lodging in individual units such as apartments (which is not required to be owned, operated or leased by the program).
    - Safe homes; and
    - Hotel or motel vouchers.
- Provision of prevention services, including outreach to underserved populations to increase access to domestic violence services and

reduce the exposure and risk of COVID-19.

- Strengthening of partnerships with local and state public health authorities, local and state human services agencies, emergency services managers, health care providers, housing and homelessness services, culturally specific community-based organizations, tribes, and domestic violence programs to improve emergency operations and related outcomes for victims and their dependents.

**Prepare** – Activities that include assessing needs of survivors during the COVID-19 public health emergency. Activities that provide training, information, and assistance necessary to ensure the continuity of domestic violence prevention services.

Activities that include assessing the capacity of local domestic violence prevention programs' and tribes' emergency operation plans and plans to address the needs of survivors and reduce the exposure and risk of COVID-19. Please note that the provision of remote services continues to be an allowable activity.

- Assessment of the capacity of agencies, local domestic violence prevention programs, and tribes to provide continuity of domestic violence prevention services, including emergency operations plans and plans to address increasing service demands, remote services operational capacity, potential provider closures, and staff unavailability due to illness, caretaking, or other reasons related to the COVID-19 public health emergency.
- Reviewing, updating, and/or implementing emergency operations plans and plans to address increasing and/or shifting service demands, remote services operational capacity, potential provider closures, and staff unavailability due to illness, caretaking, or other reasons related to the COVID-19 public health emergency.
- Activities to build capacity to provide core shelter and supportive services through flexible and survivor-centered approaches that are adaptable to changing program, community, and survivor needs (e.g., mobile advocacy, flexible funding, non-congregate sheltering options).
- Development of safety plans, and supporting the efforts of victims of family violence, domestic violence, or dating violence to make decisions related to their ongoing safety and well-being during the COVID-19 public health emergency.
- Provision of individual and group counseling, peer support groups, and referral to community-based services to assist family violence, domestic violence, and dating violence victims, and their dependents in recovering from the effects of violence during COVID-19 public health emergency.
- Provision of services for children exposed to family violence, domestic violence, or dating violence, including age-appropriate counseling, supportive services, and services for the non-abusing parent that support

that parent's role as a caregiver, which may, as appropriate, include services that work with the non-abusing parent and child together, during the COVID-19 public health emergency. Please note that the provision of remote services would be an allowable activity.

- Enhancement of capacity to provide culturally and linguistically appropriate services during COVID-19 public health emergency and address racial disparities exacerbated by the public health emergency.

**Respond** – Activities and technical assistance for ensuring the continuity of domestic violence services during the COVID-19 public health crisis such as responding to issues, including adapting to fluctuating needs and circumstances. Please note that the provision of remote services continues to be an allowable activity:

- Provision of services, training, technical assistance, and outreach to increase awareness of family violence, domestic violence, and dating violence, and increase the accessibility of family violence, domestic violence, and dating violence services.
- Provision of advocacy, case management services, and information and referral services concerning issues related to family violence, domestic violence, or dating violence intervention and prevention, including—
  - (i) Assistance in accessing related federal and state financial assistance programs
  - (ii) Legal services and other advocacy to assist victims and their dependents in navigating court processes, including, but not limited to, restraining orders, child custody, eviction, and domestic violence-related firearm removal
  - (iii) Medical advocacy, including provision of referrals for appropriate health care services (including mental health and substance use services), but which shall not include reimbursement for any health care services
  - (iv) Assistance locating and securing safe and affordable permanent housing and referrals to homelessness prevention services
  - (v) Provision of transportation, childcare, respite care, job training and employment services, financial literacy services and education, financial planning, and related economic empowerment services
  - (vi) Parenting classes and other educational services for victims and their dependents
  - (vii) Advocacy to assist victims in safely and effectively navigating human services systems and processes, including, but not limited to child welfare and child support enforcement services.
- Provision of direct crisis intervention services, including counseling, mobile advocacy, telehealth, peer support, and in-person assistance. Mobile advocacy

allows for advocates to work out in the community in order to support domestic violence survivors wherever it is safe and convenient for the survivor.

### CYFD Domestic Violence Services SFY22 Budget Proposal

Cost Reimbursement - No Negotiated Rate

This budget proposal is the financial plan for the project or program listed below. Once approved by CYFD BHS, an allocation will be made within BHSStar for the Project. Changes to projected spending can be made with the approval of CYFD BHS.

Provider:	Torrance County - Project Office	Start Date	7/1/2021 <small>(1st of month)</small>
Project:	Relief Funding ARP	End Date	6/30/2022
		Budget Weeks	52
CYFD FY22 Allocation <small>(Initial - if applicable)</small>	\$5,000	Requested FY22 Allocation <small>(Budgeted Amount)</small>	\$9,521 90.4% Increase
Total Anticipated Relief Funding ARP Project Budget (all sources):		n/a	CYFD portion of Project: <small>Enter Project Budget</small>
Total Anticipated Agency Budget:		n/a	Presumptive Shared/Indirect Cost Limit: <small>Enter Agency Budget</small>
			Total Budgeted This Form: \$5,000
Submitted Date:	November 03, 2021		
Approved Date:			
Budget Version:	1		

#### A Personnel

Please enter hourly wage OR annual salary for each staff person during the budgeted time-period. Use the Salary Apportionment Worksheet (separate tab) to allocate wages/salary to this budget proposal.

Position	Name	Hourly <small>(non-exempt employees)</small>	Annual Salary <small>(exempt employees)</small>	Anticipated Overtime or Incentive Pay	Agency FTE	% Salary Paid by CYFD <small>(use salary worksheet)</small>	Total Wages/Salary	Wages/Salary Allocated to this Budget
N/A						0.0%	\$	\$
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
<b>FTE This Project:</b>						-	<b>Subtotal:</b> \$	-

Job Descriptions & Narrative Justification

N/A



**Budget**

	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
	\$ -	\$ -	\$ -	0.00%		
<b>Subtotal Fringe Benefits:</b>						\$ -

**C. Travel**

Please only enter actual amounts for time-period of this budget. (This form will not pro-rate entered amounts.)

Purpose	Who Is Travelling	Travel Expense Type	Travel Expense Category	Presumptive Shared/Admin Cost Limit:		Enter Agency Budget	Total
				Number	Cost/Rate	Portion Allocated to This Project	
N/A							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Narrative Justification for Travel:							<b>Subtotal Travel:</b> \$ -

**D. Equipment**

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the Vendor for financial statement purposes, or \$5,000. Exclusive/Direct means that the equipment is dedicated to the funded project. Shared/Indirect items are not readily identified with a specific project or organizational activity but incurred for the joint benefit of multiple projects and other activities.

Item	Type	Acquisition Cost	Presumptive Shared/Admin Cost Limit:		Enter Agency Budget	Total	
			Number	Cost/Rate	Portion Allocated to This Project		
N/A						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
Narrative Justification for Equipment, including its necessity to the functioning of the funded project							<b>Subtotal Equipment:</b> \$ -

**E. Project Supplies**

Please only enter actual amounts for time-period of this budget. (This form will not pro-rate entered amounts.) If it is the initial budget, then indicate full year.

Item	Type	Unit Cost	Presumptive Shared/Admin Cost Limit:		Enter Agency Budget	Total	
			Number	Cost/Rate	Portion Allocated to This Project		
N/A						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
Narrative Justification for Program Supplies							<b>Subtotal Supplies:</b> \$ -

**F. Contracts & Consultants**

Please only enter actual amounts for time-period of this budget. (This form will not pro-rate entered amounts.)

Name	Service/Item	Expense Type	Rate/Cost	Number Purchased	Presumptive Shared/Admin Cost Limit:		Portion allocated to project	Total	
					Enter Agency Budget				
N/A								\$	
								\$	
								\$	
								\$	
								\$	
								\$	
								\$	
								\$	
								\$	
Narrative Justification for Contracts & Consultants							Subtotal Contracts:	\$	-

**G. Construction - n/a**

**H. Other Costs**

Please only enter actual amounts for time-period of this budget. (This form will not pro-rate entered amounts.)

Item	Expense Type	Unit Cost	Number	Presumptive Shared/Admin Cost Limit:		Portion Allocated to Project	Total	
				Enter Agency Budget				
Hotel/Motel, Rental, utility, deposit assistance to secure housing	Exclusive/Direct	\$700.00	6			100.0%	\$ 4,200	
Survivor and Children clothing, food, pre-paid gas and phone cards	Exclusive/Direct	\$50.00	16			100.0%	\$ 800	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
							\$	
Narrative Justification for Other Costs							Subtotal Other Costs:	\$ 5,000

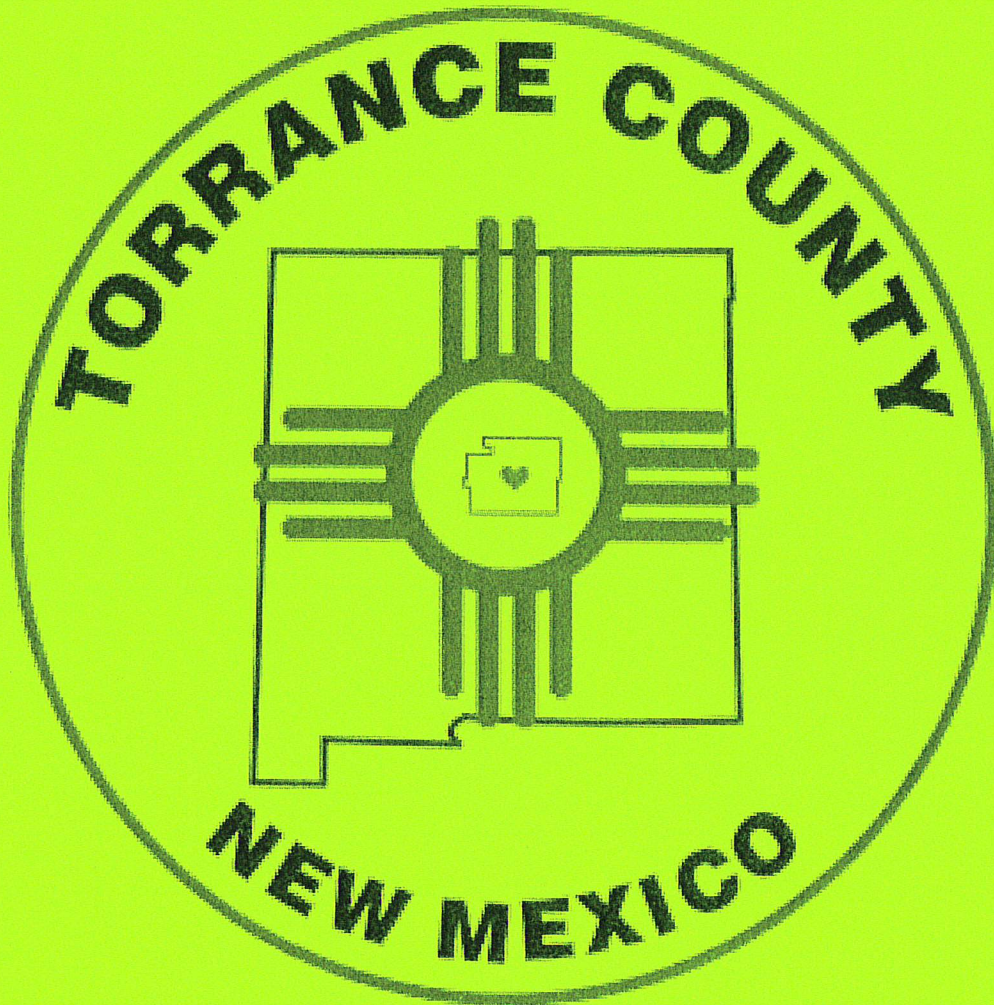
To prevent homeless and safety from offenders or the Covid-19 pandemic by providing assistance with emergency shelter, rental/utility assistance. Help to provide Survivors and their children with basic needs such as food, clothing, pre-paid gas and phone cards.

**TOTAL PROJECT COSTS (sum of direct and indirect costs)**

							<b>GRAND TOTAL:</b>	\$ 5,000
--	--	--	--	--	--	--	---------------------	----------

BUDGET SUMMARY		TOTAL
Table 19. Budget Summary		
A. Personnel	\$	-
B. Fringe Benefits	\$	-
C. Travel	\$	-
D. Equipment	\$	-
E. Supplies	\$	-
F. Contractual Services	\$	-
G. Construction	\$	-
H. Other	\$	5,000
<b>GRAND TOTAL:</b>	<b>\$</b>	<b>5,000</b>

\$0.00



*Agenda Item  
No. 12-D*

NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION

LOCAL GOVERNMENT DIVISION

County/ Municipality/ School District/ University

Application for Law Enforcement Protection Funds (LEPF)

For the July 1, 2022 – June 30, 2023 Fiscal Year

Name of Local Entity Applying for LEPF: Torrance County Sheriff's Office

STATUTORY COMPLIANCE CERTIFICATION

*Under penalty of law, I hereby certify that to the best of my knowledge and belief, my local law enforcement agency is in compliance with the statutory requirements stated below: [Police Chief or Sheriff must initial each section. Indicate "N/A" if section doesn't apply to your local law enforcement agency.]*

1. MR By initialing, I hereby certify that my local law enforcement agency is in compliance with Section 29-3-11.C. NMSA 1978: Every law enforcement agency in the state shall: (1) submit crime incident reports to the department of public safety on forms or in the format prescribed by the department; (2) submit any other crime incident information as may be required by the department of public safety; and (3) use the unique code assigned to the crime from the master charge code table distributed by the New Mexico justice information sharing council for the automated fingerprint identification system and use uniform crime incident reporting as provided by the department for all incidents and arrests.
  
2. MR By initialing, I hereby certify that my local law enforcement agency is in compliance with Section 29-7-7.1.B. NMSA 1978: All certified police officers who are eligible for in-service training shall, during each twenty-four month period of employment, complete a minimum of forty hours of in-service law enforcement training in courses approved by the board. All certified police officers shall provide proof of completing in-service law enforcement training requirements to the director no later than March 1 of the year in which the requirements must be met. The director shall provide annual notice to all certified police officers regarding in-service law enforcement training requirements. Failure to complete in-service law enforcement training requirements may be grounds for suspension of a certified police officer's certification. A police officer's certification may be reinstated by the board when the police officer presents the board with evidence of satisfying in-service law enforcement training requirements.
  
3. MR By initialing, I hereby certify that my local law enforcement agency is in compliance with Section 29-7-7.2. NMSA 1978: Every law enforcement agency within the state shall submit quarterly a report to the director on the status of each police officer employed by the law enforcement agency. The reports shall include the status of in-service law enforcement training. The reporting forms and submittal dates shall be prescribed by the director.

4. MR By initialing, I hereby certify that my local law enforcement agency is in compliance with Section 29-7C-7. NMSA 1978: A. In-service telecommunicator training consists of at least twenty hours of board-approved advanced training, including one hour of crisis management, including crisis intervention, confrontation de-escalation practicum and proper interaction with persons with mental impairments training, for each certified telecommunicator during each two-year period. The first training course shall commence no later than twelve months after graduation from a board-approved basic telecommunicator training program. B. A certified telecommunicator shall provide proof of completion of in-service training requirements to the director no later than March 1 of the year subsequent to the year in which the requirements are met. The director shall provide annual notice to all certified telecommunicators regarding in-service training requirements. Failure to complete in-service training requirements may be grounds for suspension of a telecommunicator's certification at the director's discretion. A telecommunicator may be reinstated at the discretion of the director when the telecommunicator presents to the director evidence the telecommunicator has satisfied the in-service training requirements. C. As used in this section, "mental impairment" includes a mental illness, developmental disability, posttraumatic stress disorder, dual diagnosis, autism, youth in crisis and traumatic brain injury.

5. MR By initialing, I hereby certify that my local law enforcement agency is in compliance with Section 29-7C-8. NMSA 1978: A. A safety agency that operates within the state shall submit a quarterly report to the director on the status of each telecommunicator. The reporting forms and submittal dates shall be prescribed by the director. B. The director shall maintain a roster of all certified telecommunicators.

#### APPLICATION CERTIFICATION

*Under penalty of law, we hereby certify that to the best of our knowledge and belief, the information contained in this application and supporting documentation is correct, and that all expenditures of Law Enforcement Protection Fund monies will be made in accordance with Sections 29-13-7 and 29-13-9 NMSA 1978 as well as Rule 2 NMAC 110.3.*

#### Section 1: Must be signed by Police Chief or Sheriff

Signature: Martin J. Rivera Date: 02/28/22

Printed Name: Martin J. Rivera Title: Sheriff

#### Section 2: Must be signed by Mayor, County Chairman, School Superintendent, or University Chief Financial Officer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: Ryan Schwebach Title: Chairman

## INSTRUCTIONS

### APPLICATION FOR LAW ENFORCEMENT PROTECTION FUNDS FOR MUNICIPALITIES, COUNTIES, UNIVERSITIES AND SCHOOL DISTRICTS PURSUANT TO CHAPTER 29, ARTICLE 13 NMSA 1978 FOR THE JULY 1, 2022 - JUNE 30, 2023 FISCAL YEAR

#### PURPOSE

The purpose of the Law Enforcement Protection Fund (LEPF) is to provide the equitable distribution of funds to municipal police, university police, county sheriff and school district police departments for use in maintaining and improving those departments in order to enhance the efficiency and effectiveness of law enforcement services.

#### APPLICATION PROCESS

All applications for LEPF distributions must be made on the prescribed on-line application form with required supporting documentation upload to the application and submitted to the Local Government Division (LGD) no later than **March 31, 2022**. The preferred method is to submit applications using the on-line form; however, a printed copy of the application can also be mailed to the following address:

**Local Government Division  
Attn: Jolene Gonzales  
Department of Finance and Administration  
Bataan Memorial Bldg., Room 201  
Santa Fe, New Mexico 87501**

LGD will notify all applicants in writing of its determination of money to be distributed under Section 29-13-4 by May 1, 2022. Any applicant may appeal LGD's determination by filing a notice of appeal with the Secretary of the Department of Finance and Administration by June 15, 2022. The Secretary will review all appeals and make a final determination by June 30, 2022. If no appeal is filed, the determination of the LGD will become final and binding.

#### COMPUTATION OF AWARDS

The law enforcement protection fund application has changed from a word document to an on-line application by applicant type as noted below.

##### **County Sheriff Department:**

- \$45,000 base rate
- \$1,000 per full-time certified officer
- \$1,000 per school resource officer
- Click this link for on-line application: County Application
- Required supporting documentation must be uploaded to application refer to section below

**Municipal Police Department:**

- \$45,000 base rate
- \$1,000 per full-time certified officer
- \$1,000 per school resource officer
- Click this link for on-line application: [Municipal Application](#)
- Required supporting documentation must be uploaded to application refer to section below

**School District Police Department:**

- \$45,000 base rate
- \$1,000 per full-time certified officer
- \$1,000 per school resource officer
- Click this link for on-line application: [School District Application](#)
- Required supporting documentation must be uploaded to application refer to section below

**University Police Department:**

- \$45,000 base rate
- \$1,000 per full-time certified officer
- Click this link for on-line application: [University Application](#)
- Required supporting documentation must be uploaded to application refer to section below

**REQUIRED SUPPORTING DOCUMENTATION (uploads)**

1. **A printout of official roster from the Department of Public Safety (DPS) Acadis Portal.**
  - a. The roster must contain the name “Portal Workforce Personnel Overview – Acadis®Portal”
  - b. Must list the following information:
    - i. Officer first and last name
    - ii. Officer certification number
    - iii. Organization name
    - iv. Officer Title/Rank
    - v. Appointment type
    - vi. Last hired date
    - vii. Employment status
  - c. Only full-time officers are eligible for funding so please indicate on the printout if an officer is part-time
  - d. Telecommunicators are not eligible for funding
  - e. Number of officers claimed on application must adhere to the criteria stated above
  - f. All local law enforcement agencies were provided with information and training by DPS last year, prior to designated users being granted access to the Acadis Portal. If for some reason you are unaware of your local law enforcement agency’s authorized user(s) please contact Kelly Alzaharna, New Mexico Law Enforcement Academy Director, at [KellyAlzaharna@state.nm.us](mailto:KellyAlzaharna@state.nm.us) or via phone at (505) 827-9262.
  - g. For assistance with printing the official roster, please call the Acadis Support number (812) 330-7101 from 8:00am – 5:30pm eastern standard time or send email to [matt.holschen@envisagenow.com](mailto:matt.holschen@envisagenow.com)
  - h. Upload Acadis roster to the on-line application

2. **Academy Roster (if applicable).**
  - a. Use provided academy roster form
  - b. Upload academy roster to the on-line application
3. **School resource officer roster (if applicable)**
  - a. Use provided school resource roster form
  - b. Upload school resource officer roster to the on-line application
4. **Itemized schedule of proposed LEPF expenditures (if applicable)**
  - a. Applies only to municipalities with population 1,500 or less OR Universities
  - b. Use provided itemized schedule form
  - c. Upload itemized schedule form to the on-line application
5. **Certification Form**
  - a. Required from all applicants
  - b. Use provided certification form
  - c. Upload **signed certification form** to the on-line application

### **CARRY OVER BALANCES**

LEPF distributions may not be used for accumulation. **However, if Division approval is obtained for good cause, funds may be expended in the fiscal year following distribution.** This means that funds must be expended within two fiscal years (distribution fiscal year plus one subsequent fiscal year with Division approval), otherwise those funds will revert back to the state or the distribution for the upcoming fiscal year will be lowered by the amount accumulated.

### **ACCOUNTABILITY-University Police Only**

Submit a detailed financial report of the prior year grant expenditures and balance (if any) by June 1, 2022 to Local Government Division. If there is a grant cash balance that will not be expended by June 30, 2022, please provide the Division with an explanation as to why the grant was not expended and what steps the police department will take to expend, encumber or revert to the state the unused balance.

### **USE OF FUNDS**

If the balance of the Law Enforcement Protection Fund is insufficient to permit the total eligible allocations, the LGD will reduce the allocation determined to the maximum amount of money available.

All monies distributed from the Law Enforcement Protection Fund are required to be expended in accordance with Section 29-13-7 and 29-13-9 NMSA 1978 as well as LEPF Rule 2.110.3 NMAC. Amounts so distributed from the LEPF to any incorporated city, town or village, county, pueblo or tribe, or university **shall be expended under the direction of the chief of the police/sheriff's department and approved by the governing body.**

### **Important reminders**

1. Section 29-13-7.7 allows an officer retention differential of seven thousand five hundred dollars (\$7,500) is available if all required criteria is met. **This applies to municipal and county law enforcement agencies only.**
2. Section 29-13-7.8 allows a stipend for officers engaged in community-oriented policing. This applies to all applicants.
3. Contact Jolene Gonzales at (505) 629-8204 to receive further instructions on making a request to use LEPF monies for officer retention differential and/or stipends.



**MICHELLE LUJAN GRISHAM**  
GOVERNOR




**DEBORAH K. ROMERO**  
CABINET SECRETARY

**DONNIE J. QUINTANA**  
DIRECTOR

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
Bataan Memorial Building ♦ 407 Gallstee St. ♦ Suite 202 ♦ Santa Fe, NM 87501  
PHONE (505) 827-4950 ♦ FAX (505) 827-4948

**TO:** Chief Law Enforcement Officers  
Kelly Alzaharna, Director of NM Law Enforcement Academy  
Brian Coss, Support Services Manager, New Mexico Department of Public Safety

**FROM:** Donnie J. Quintana, Director  
Local Government Division 

**DATE:** February 28, 2022

**RE:** Law Enforcement Protection Fund (LEPF) Application

Included on our Email is a link to the on-line Google application for the Law Enforcement Protection Fund (LEPF) Distribution. Also, attached are the application instructions and supporting forms that you will upload to your on-line application. We ask that you complete and submit the on-line application **no later than March 31, 2022**. Applications submitted after that date or incomplete may be denied.

The Local Government Division (LGD) is required by Section 29-13-4.A NMSA 1978 to determine the relative needs of all local law enforcement agencies by April 15. In order to meet this statutory requirement, it is imperative that LGD receive all applications by **March 31, 2022**.

There are three important components to focus on in filling out the on-line application. First, all parts of the on-line application must be completed. Second, the mayor, county chairman, school superintendent, or university school chief financial officer and police chief or sheriff – not their designees - must sign the **Certification Form** to be uploaded to the application. Third, the official roster from the Acadis Portal must be uploaded to the application and must include the names of full-time certified officers claimed for funding.

House Bill 184 from the 2020 legislative session increased the distribution amounts from the (LEPF), Section 29-13-1, NMSA 1978, in order to provide additional distribution of money to county sheriff departments, municipal police departments, school district police departments and university police departments to support public safety across New Mexico as follows;

- The base entitlement amount for local law enforcement agencies has been increased to \$45,000.
- The amount per officer is now \$1,000 for each full-time certified police officer or sheriff's deputy.
- A new allocation of \$1,000 for each school resource officer specifically for training.

The legislation requires school resource officers to be employed full-time, to be certified and specially trained for those positions by the New Mexico Law Enforcement Academy within nine months of being assigned as a school resource officer, or beginning with the 2021 -2022 school year, a law enforcement officer who; is assigned as a school resource officer shall complete the training required within nine months of being assigned as a school resource officer; or if a law enforcement officer was serving as a school resource officer prior to 2021-2022 school year and who has not received specific training for the position of school resource officer must complete the training required no later than April 1, 2022.

The amounts listed on the application and instructions are based on current law. A written notification of the amount of distribution will be sent to applicants by **May 1, 2022**.

The Department of Public Safety (DPS) verifies the certification of officers. All officers for whom the \$1,000 award is requested must be certified by July 1, 2022. On your LEPF application, for an officer to be funded, their name must appear on the March 31, 2022 Acadis roster, or must be enrolled in the New Mexico Police Academy with an anticipated graduation date prior to or on July 1, 2022. Therefore, please verify that your Acadis roster is up to date, accurate and uploaded to your on-line application. See Section 10.29.9.10 of New Mexico Administrative Code (NMAC) for registry reporting requirements.

Lastly, House Bill 4 from the 2017 legislative session was signed into law on January 31, 2017 requiring periodic distributions. If possible, LGD will make a one-time annual distribution in August. However, you will be notified of any changes in the timing of distributions on the final distribution letter that goes out on May 31, 2022.

If you need assistance, call Jolene Gonzales, Special Projects Analyst, at 505-629-8204.

## Personnel

Check  
Compliance  
Monitor












### Personnel (24)






By default, only active personnel are displayed. [Show all personnel](#)

Name ▲	Certification #	Organization	Title/Rank	Employment Type* / Appointment Type*	Last Hired	Supervisor	Empl Status
Alderete, Lucian L		Torrance County Sheriff's Office	Deputy	Reserve/Volunteer	12/10/2021		Active (Active)
Arreola, Pablo	19-0022-P	Torrance County Sheriff's Office	Cadet		10/29/2018		Active (Active)
Ballard, Kent R	08-0202-P	Torrance County Sheriff's Office	Deputy Sheriff		08/20/2007		Active (Active)
Carter, Thomas M	14-0006-P	Torrance County Sheriff's Office	Deputy	Full Time	08/09/2021		Active (Active)
Chapa, Andy	91-0253-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	03/01/2021		Active (Active)
Collier, Ryan R	18-0069-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	09/18/2017		Active (Active)
Dunlap, Stephanie		Torrance County Sheriff's Office	Administrative Assistant		08/08/2018		Active (Active)
Dunlap, Stephanie		Torrance County Sheriff's Office	Administrative Assistant		06/10/2008		Active (Active)

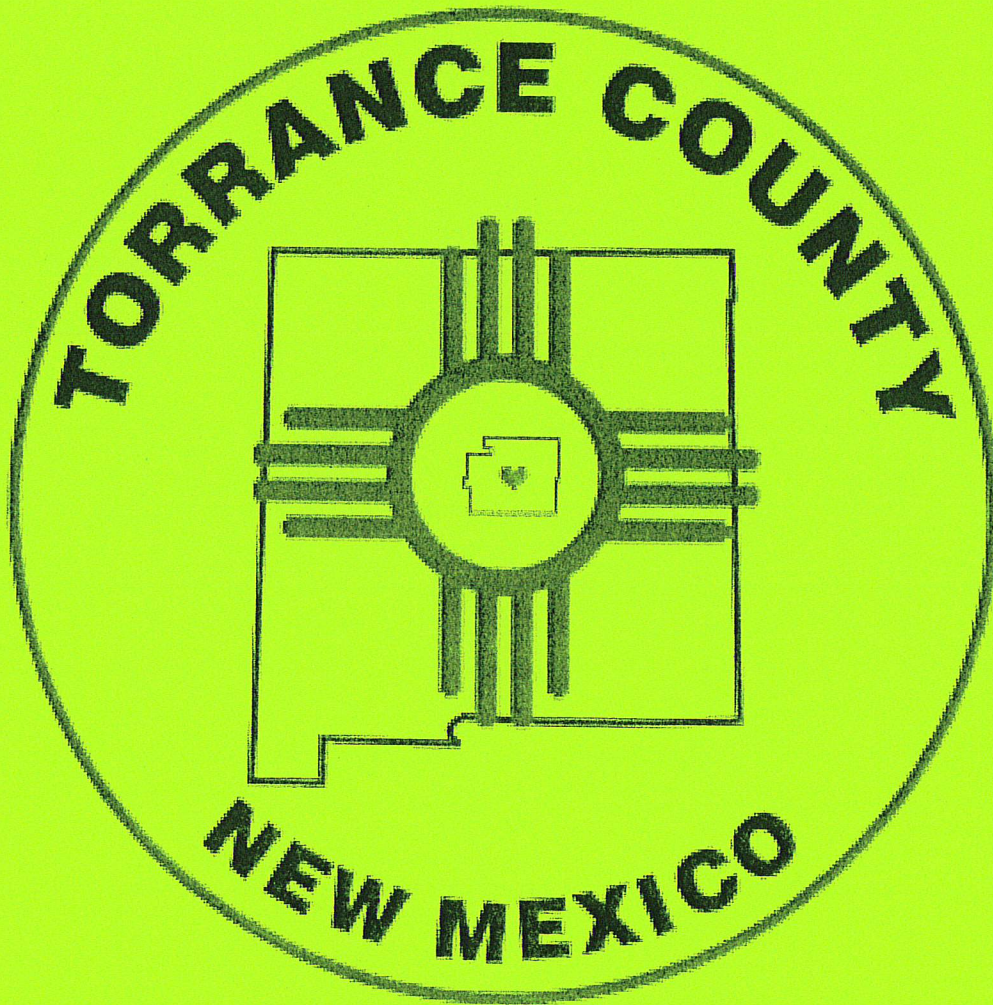
Home Dashboard Training and Events Organization Personnel Academy Resources\*

Name ▲	#	Organization	Title/Rank	Type*	Last Hired	Supervisor	Status
Duran, Jordan	 14-0184-P	Torrance County Sheriff's Office	Deputy Sheriff		03/12/2018		Active (Active)
Garcia, Chris		Torrance County Sheriff's Office	Deputy Sheriff		07/19/2010		Active (Active)
Lattin, Cody D.	 10-0057-P	Torrance County Sheriff's Office	Deputy	Full Time	08/03/2021		Active (Active)
Lucero, Eli Z.	 02-0038-P	Torrance County Sheriff's Office	Undersheriff	Full Time Permanent	09/21/2020		Active (Active)
Lyles, Donald L	 90-0119-P	Torrance County Sheriff's Office	Sheriff		01/01/1995		Active (Active)
Martinez, Matthew J	 18-0158-P	Torrance County Sheriff's Office	Deputy	Full Time	10/11/2021		Active (Active)
Phillips, Jennifer L.	 16-0036-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	02/17/2020		Active (Active)
Quintana, Cesar	 20-0237-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	09/12/2019		Active (Active)
Rivera, Martin J	 99-0217-P	Torrance County Sheriff's Office	Sheriff	Full Time Permanent	01/01/2011		Active (Active)
Schwerdel, Alexander	19-0055-P	Torrance County Sheriff's Office	Cadet		10/29/2018		Active (Active)
Sprunk, Marty C	 00-0027-PR	Torrance County Sheriff's Office	Deputy	Full Time Permanent	03/15/2016		Active (Active)
Swatworth, Reese T	 18-0365-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	09/19/2019		Active (Active)
Torres, Monica R	 04-0003-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	03/01/2021		Active (Active)

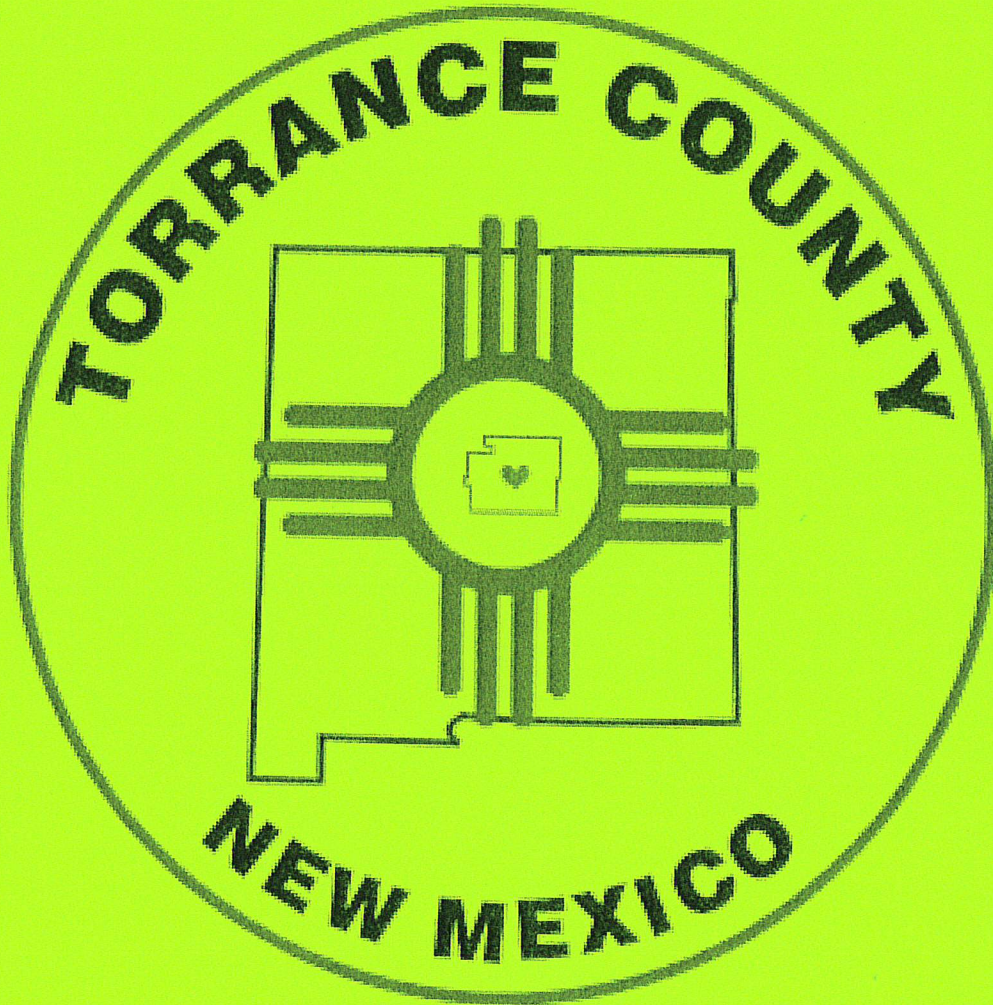
Home   Dashboard   Training and Events   Organization   Personnel   Academy Resources\*

Name ▲	#	Organization	Title/Rank	Type*	Last Hired	Supervisor	Status
Whitson, Chad	 08-0188-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	03/04/2019		Active (Active)
Woodard, Brent E.	 09-0226-P	Torrance County Sheriff's Office	Deputy	Full Time Permanent	10/29/2018		Active (Active)
Young, Erwin R	04-0067-P	Torrance County Sheriff's Office	Deputy Sheriff		09/04/2004		Active (Active)

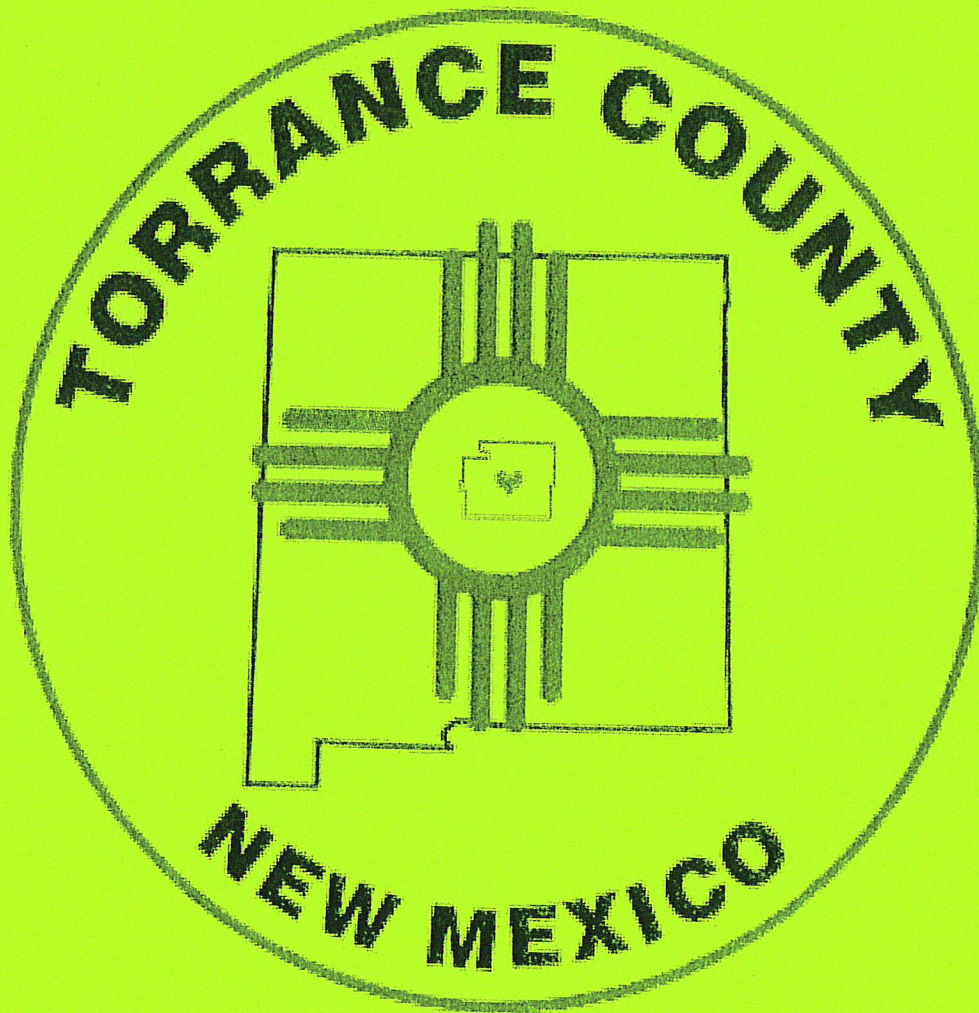
Showing 24



*Agenda Item  
No. 13-A*

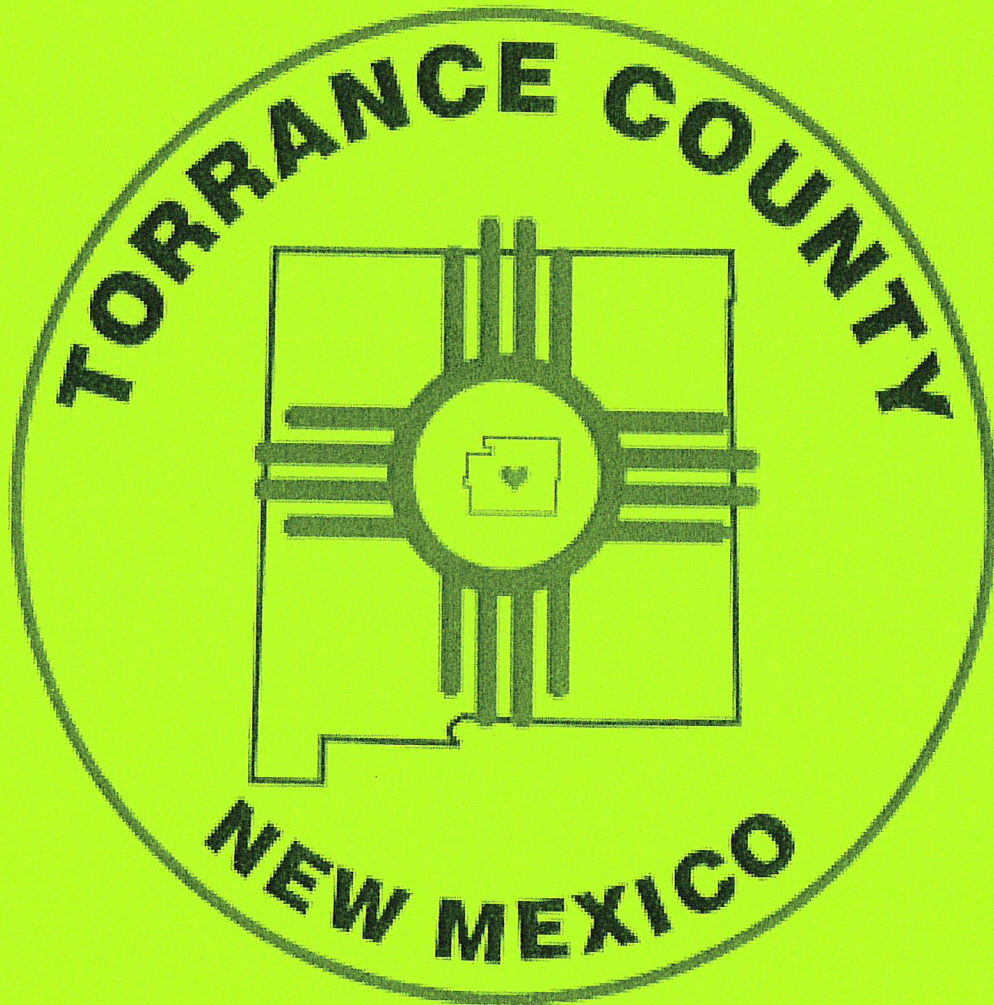


*Agenda Item  
No. 13-B*

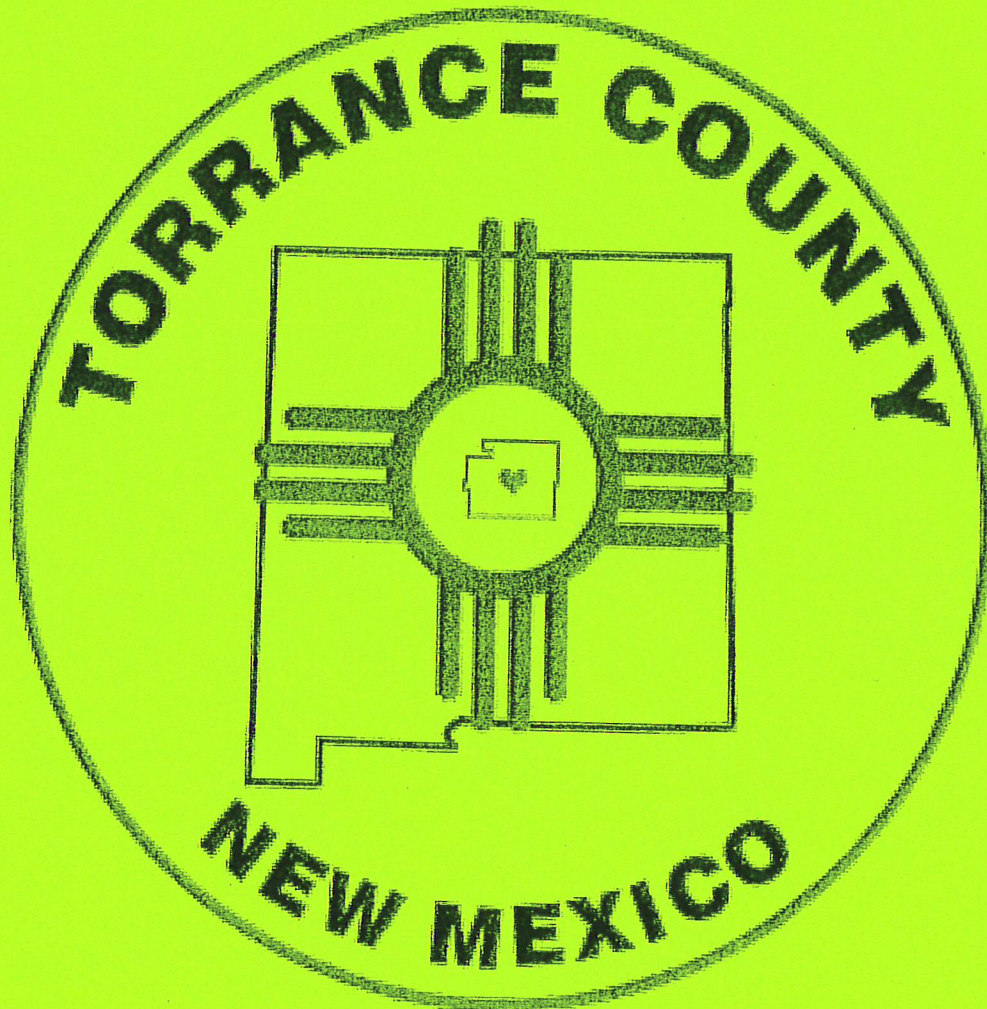


*Agenda Item  
No. 13-C*

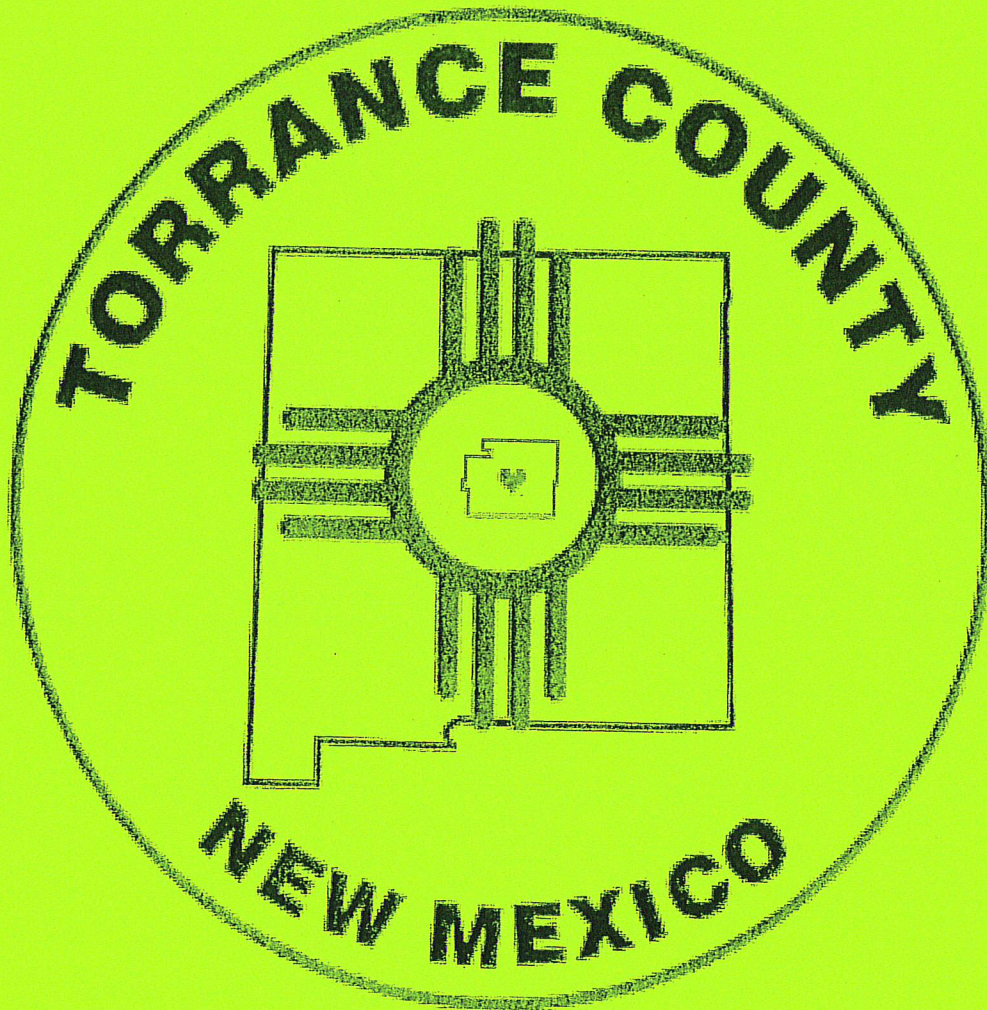




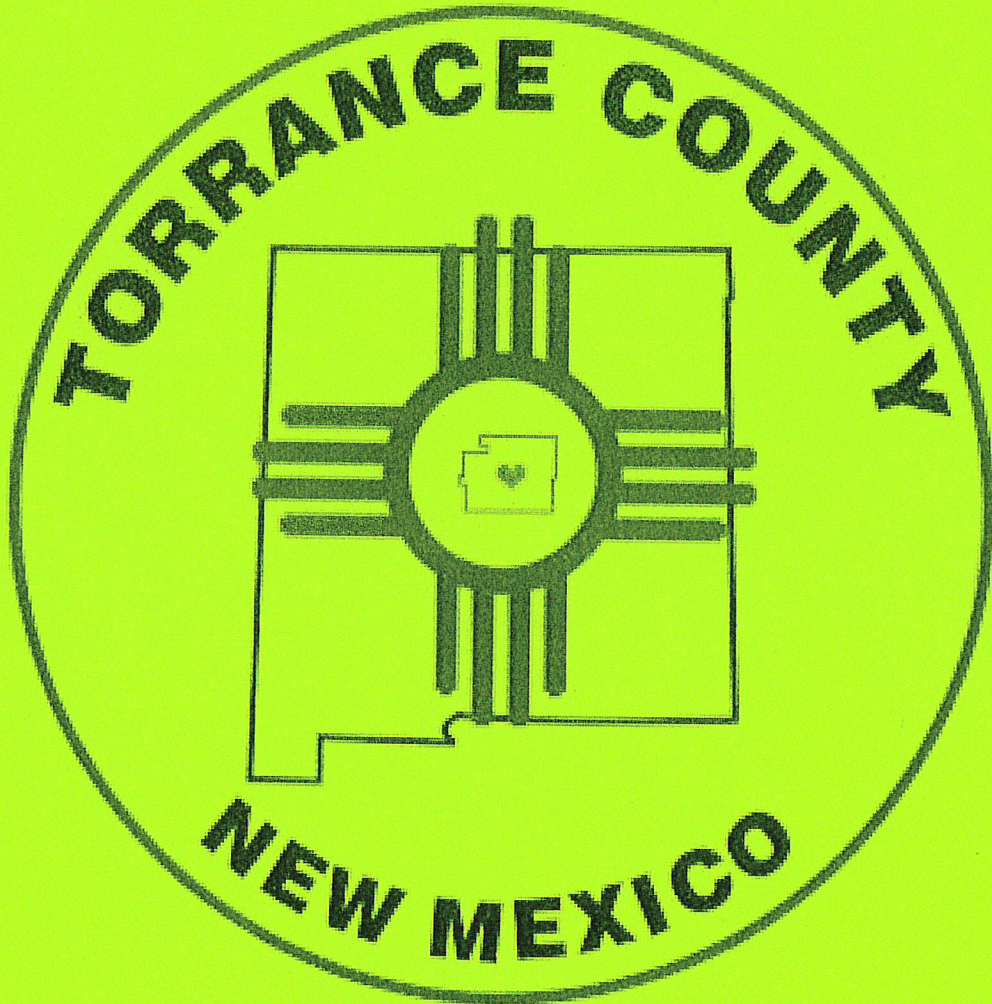
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No. 14*



*Agenda Item  
No. 15*



*Agenda Item*  
*No. 16*



*Agenda Item  
No. 17*