



TORRANCE COUNTY
COMMISSION MEETING
August 10, 2022
9:00 A.M.

For Public View
Do Not Remove



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

Janice Y. Barela, County Manager

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

**ADMINISTRATIVE MEETING
AGENDA**

WEDNESDAY, August 10, 2022, @ 9:00 AM
205 S. Ninth Street, Estancia, NM 87016

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Changes to Agenda**
- 4. PROCLAMATIONS**
- 5. CERTIFICATES AND AWARDS**
 - A. DWI:** Recognition of Employee Service Year Pin: Tracey Masters (20)
 - B. TREASURER:** Recognition of Employee Service Year Pin: Franchesca Archuleta (2)
 - C. SHERIFF:** Recognition of Employee Service Year Pin: Kent Ballard (15)
 - D. FIRE:** Recognition of Employee Service Year Pin: Hanna Sanchez (15)
 - E. DISPATCH:** Recognition of Employee Service Year Pin: Christine Romero (20)
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
 - A.** Motion to approve the July 27, 2022 Torrance County Commission 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. **GRANTS:** Motion to approve Resolution 2022-____, project identification and ranking for inclusion in the 2024-2028 Infrastructure Capital Improvement Plan (ICIP).

12. APPROVALS

A. **MANAGER:** Motion to reclassify one vacant 911 Operator/Communications Specialist position to an NCIC Coordinator/Trainer position.

B. **GRANTS:** Approval of submission of the NM Recreation Centers/Quality of Life Grant application.

C. **GRANTS:** Ratification of the NM Food Security Grant agreement for \$500,000 award and a \$5,000 match, and discussion/approval of additional local funds.

D. **FIRE:** Discuss and possible approval for use of ARPA funding to drill a new well at the District 3 Main Station located at 757 Salt Missions Trail, McIntosh, NM 87035. (Deferred from July 27, 2022)

E. **FIRE:** Discuss and possible approval of wage increases for EMS Lieutenant positions based on review of Paramedic salary survey of comparable departments. (Deferred from July 27, 2022)

F. **FIRE:** Discuss and possible approval of request to change required certification for EMS Lieutenant positions from Paramedic to Intermediate or above. (Deferred from July 27, 2022)

13. DISCUSSION

A. **COMMISSION:** Presentation on American Legion Youth Corps (Gerald Chavez, American Legion Post 22 Commander)

B. **ASSESSOR:** Annual Report to Commission (Deferred from July 22, 2022)

C. **MANAGER:** Discussion regarding the Torrance County Park Project for submission of the Community Block Development Grant (CDBG). **Public Hearing**

D. **MANAGER'S REPORT**

E. **COMMISSIONERS' REPORTS**

1) Commissioner McCall, District 1

- 2) Commissioner Schwebach, District 2
- 3) Commissioner Candelaria, District 3

14. EXECUTIVE SESSION

- A. Discuss limited personnel matters (County Manager), closed pursuant to NMSA Section 10-15-1(H)(2).

15. Announcement of the next Board of County Commissioners Meeting: Wednesday, August 24, 2022, at 9:00 AM.

16. SIGNING OF OFFICIAL DOCUMENTS

17. ADJOURN



*Agenda Item
No. 1*



*Agenda Item
No. 2*



*Agenda Item
No. 3*



*Agenda Item
No. 4*



Agenda Item

No. 5-A



*Agenda Item
No. 5-B*



Agenda Item
No. 5-C



Agenda Item
No. 5-D



*Agenda Item
No. 5-E*



Agenda Item
No. 6



Agenda Item
No. 7



Agenda Item
No. 8-A

DRAFT COPY
Torrance County Board of Commissioners
Regular Commission Meeting
July 27, 2022
9:00 AM

Commissioners Present:

RYAN SCHWEBACH – CHAIR - ABSENT
KEVIN MCCALL – MEMBER - ZOOM
LEROY CANDELARIA – VICE CHAIR

Others Present:

JANICE BARELA – COUNTY MANAGER
JUAN TORRES – DEPUTY COUNTY MANAGER
MICHAEL GARCIA – COUNTY ATTORNEY
YVONNE OTERO – COUNTY CLERK
GENELL MORRIS – ADMINISTRATIVE ASSISTANT

1. Call Meeting to order

Commissioner Candelaria: Calls the July 27, 2022, Regular Commission Meeting to order at 9:01 AM.

2. Pledge lead by: Commissioner Candelaria

Invocation lead by: Commissioner Candelaria

3. Changes to the Agenda: None

Madam County Manager Barela: Commissioner Schwebach was unable to attend this meeting and Commissioner McCall is attending by Zoom. We have several items that need to be deferred. Commissioner Candelaria is aware of the items and will defer at that time.

Under discussion item 13B **MANAGER:** Discussion regarding the Torrance County Park Project for submission of the Community Block Development Grant (CDBG). Public Hearing. As part of this grant, we will have to hold several public hearings. We will be meeting after the commission meeting for all who want to attend and provide input in regard to this possible project.

4. PROCLAMATIONS: None

5. CERTIFICATES AND AWARDS:

A. DWI: Recognition of Employee Service Year Pin: Tracey Masters (20)
Commissioner Candelaria: Defer.

6. BOARD AND COMMITTEE APPOINTMENTS: None

A. **MANAGER:** Motion to appoint Donald Goen as the Torrance County representative to the Estancia Basin Water Planning Committee in the government position vacated by former Planning and Zoning Director's retirement; term expires July 31, 2022.

Action Taken:

Commissioner Candelaria: Motion to appoint Donald Goen as the Torrance County representative to the Estancia Basin Water Planning Committee in the government position vacated by former Planning and Zoning Director's retirement; term expires July 31, 2022.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: **MOTION CARRIED**

B. **MANAGER:** Motion to reappoint Bill Larson as the Torrance County representative to the Estancia Basin Water Planning Committee in one of the two agriculture positions; current term expires July 31, 2022.

Action Taken:

Commissioner Candelaria: Motion to reappoint Bill Larson as the Torrance County representative to the Estancia Basin Water Planning Committee in one of the two agriculture positions; current term expires July 31, 2022.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: **MOTION CARRIED**

C. **MANAGER:** Motion to reappoint Rhonda King as the Torrance County representative to the Estancia Basin Water Planning Committee in the municipal/developer position; current term expires July 31, 2022.

Action Taken:

Commissioner Candelaria: Motion to reappoint Rhonda King as the Torrance County representative to the Estancia Basin Water Planning Committee in the municipal/developer position; current term expires July 31, 2022.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

7. PUBLIC COMMENT and COMMUNICATIONS

Destry Hunt- Editor of Estancia News(digital): We conducted interviews with Ryan Penfold (spoken words New Mexico) along with candidates for District 1 & 2 and Sheriff candidate. Thank you for your participation. That is the positive part of my comment, and the Negative is: we have been as individuals and media asking of the composition of the election board. According to state statue the election board was to be posted for the primary's for May 5th to July 22nd. Despite us asking about it and imploring the County Clerk to post it, that never occurred. I don't know why other complaint didn't, maybe they did, and I wasn't aware. The newly appointed Libertarian party chair did file a complaint with the Secretary of States office. We hope to get an investigation as to why that didn't occur. I can't imagine there is a good reason for not posting with so much interest, asking for it to be posted. I submitted an IPRA request and want to thank the folks who answer them. I received in sufficient time, and we are looking through that response. What is being hidden that it was never posted, by many different requests. We will get back to you once we go through that response and figure out why it was not posted for the public. I hope we don't find anything, but we will investigate.

8. APPROVAL OF MINUTES

A. Motion to approve the June 22, 2022, Torrance County Commission Minutes. (Deferred from July 13, 2022)

Action Taken:

Commissioner Candelaria: Motion to approve the June 22, 2022, Torrance County Commission Minutes. (Deferred from July 13, 2022)

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

B. Motion to approve the July 13, 2022, Torrance County Commission Minutes.

Action Taken:

Commissioner Candelaria: Motion to approve the July 13, 2022, Torrance County Commission Minutes.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

9. APPROVAL OF CONSENT AGENDA

A. FINANCE: Approval of Payables

Action Taken:

Commissioner Candelaria: Approval of Payables

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE:

None

11. ADOPTION OF RESOLUTION:

A. MANAGER: Motion to approve Resolution 2022-____, an Agreement with the State of New Mexico Department of Finance and Administration for Appropriation Project #22-G3048 to purchase and equip emergency services vehicle (ambulance) with award equaling \$382,236.

Action Taken:

Commissioner Candelaria: Motion to approve Resolution 2022-41, an Agreement with the State of New Mexico Department of Finance and Administration for Appropriation Project #22-G3048 to purchase and equip emergency services vehicle (ambulance) with award equaling \$382,236.

Commissioner McCall: Seconds the motion.

Madam County Manager Barela: This Resolution is before you as a result of Capital Outlay Appropriation and the Bond sold in June for this project. We recently put into service a new ambulance; this would be a 2nd new ambulance. This will be used by Torrance County, and this would free up our existing

ambulance to go into another district and provide additional services. We have received the notice of obligation and a purchase order in place we are starting the process as soon as this resolution is completed.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

A. **FINANCE:** Motion to approve Resolution 2022-____, a Resolution approving the FY 2021-2022 4th Quarter Report.

Action Taken:

Commissioner Candelaria: Motion to approve Resolution 2022-42, a Resolution approving the FY 2021-2022 4th Quarter Report.

Commissioner McCall: Seconds the motion.

Jeremy Oliver-Finance Director: This is a recap of our 2021–2022-year 4th Quarter Report. This Resolution needs to be approved before the FY 2022-2023 Final Budget Resolution is approved.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

C. **FINANCE:** Motion to approve Resolution 2022-____, a Resolution approving the FY 2022-2023 Final Budget

Action Taken:

Commissioner Candelaria: Motion to approve Resolution 2022-43, a Resolution approving the FY 2022-2023 Final Budget

Commissioner McCall: Seconds the motion.

Jeremy Oliver-Finance Director: There are a few minor changes for the interim budget. They all have to deal with grants and moving funds from one line to another. The biggest was an \$8000.00 grant award that we received recently that was added into the budget. Also, the cash balance of the fire allotment funds. Matching our expenditures to our rollover.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

12. APPROVALS

- A. **MANAGER:** Motion approve submittal of Rural Primary Health Care Act (RPHCA) application to support Mountainair Family Health Center. (Angela Coburn, Presbyterian Medical Services)

Action Taken:

Commissioner Candelaria: Motion approve submittal of Rural Primary Health Care Act (RPHCA) application to support Mountainair Family Health Center. (Angela Coburn, Presbyterian Medical Services)

Francine Montano – Mountainair Family Health & Esperanza Family Health:

We are currently working the RPHCA action plan for FY23, no changes to the application at this time. Susan has retired after 15 years; she has offered to stay as temp on call and Andrew has stepped up as our physician assistance. He is there 4 days a week offering video visits on Fridays. We are recruiting for a therapist currently utilizing remote services. I like to thank you for your ongoing partnership and Jim and Stetson always being available whenever needed.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: **MOTION CARRIED**

- B. **FIRE:** Discuss and possible approval for use of ARPA funding to drill a new well at the district 3 Main Station located at 757 Salt Missions Trail, McIntosh, NM 87035.
- C. **FIRE:** Discuss and possible approval of wage increases for EMS Lieutenant positions based on review of Paramedic salary survey of comparable departments.
- D. **FIRE:** Discuss and possible approval of request to change required certification for EMS Lieutenant positions from Paramedic to Intermediate or above.

Action Taken:

Commissioner Candelaria: Motion to defer 12 B, 12C, 12D.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: **MOTION CARRIED**

E. **EMERGENCY MANAGEMENT:** Motion to approve Cities Readiness Initiative (CRI) Grant MOA# 23-665-300-24588 from New Mexico Department of Health.

Action Taken:

Commissioner Candelaria: Motion to approve Cities Readiness Initiative (CRI) Grant MOA# 23-665-300-24588 from New Mexico Department of Health.

Commissioner McCall: Seconds the motion.

Samantha O'Dell – Emergency Manager: We are requesting permission to move forward with this grant. We have been doing this grant since 2015. We preform and bill for a total of \$13,000 this year. The deliverable amount very from year to year but the application is the same.

Madam County Manager Barela: The purpose of this agreement is to provide continued technical assistance and financial resources for the Cities Readiness Initiative (CRI) partners within the Albuquerque Metropolitan Statistical Area (MSA). The Albuquerque MSA includes the Counties of Bernalillo, Torrance, and Sandoval, as well as the cities of Albuquerque and Rio Rancho and Village of Los Lunas. The CRI is a Center for Disease Control and Preventive (CDC) funding program, to prepare major U.S. cities and metropolitan areas for an effective response to a large-scale public health emergency. This emergency preparedness includes readiness for the mass distribution of CDC Strategic National Stockpile (SNS) Medical Countermeasures (MCM) within the MSA.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: **MOTION CARRIED**

F. **DOMESTIC VIOLENCE:** Motion to approve the ratification of FY 2023 Domestic Violence Program Grant Agreement from Children, Youth and Families Department Behavioral Health Services (CYFD BHS).

Action Taken:

Commissioner Candelaria: Motion to approve the ratification of FY 2023 Domestic Violence Program Grant Agreement from Children, Youth and Families Department Behavioral Health Services (CYFD BHS).

Commissioner McCall: Seconds the motion.

Cheryl Allen – Grants Manger: This is an ongoing program, the allocation for the Domestic Violence treatment and prevention is \$22,477.00 This is an increase

from last year \$1055.00. For the survivors purposes allocations is \$62,408 an increase of \$13,831 from last year.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

G. **GRANTS:** Motion to ratify acceptance of the Family Violence Prevention and Services Act American Rescue Plan Act (FVSPA-ARPA) COVID 19 funding for the Domestic Violence Program.

Action Taken:

Commissioner Candelaria: Motion to ratify acceptance of the Family Violence Prevention and Services Act American Rescue Plan Act (FVSPA-ARPA) COVID 19 funding for the Domestic Violence Program.

Commissioner McCall: Seconds the motion.

Cheryl Allen – Grants Manger: This will be started this fiscal year. It is similar to the ARPMH plan we had last year. This is to provide support offer any continuing mitigation practices and education to victims and offenders of Domestic Violence. For example, if they need to isolate, it could be used for temporary shelter and educational services.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

H. **SHERIFF:** Motion to ratify acceptance of the Bureau of Justice Assistance Small Rural Tribal Law Enforcement Agency Body Worn Camera Grant for \$8000 (requires matching funds of \$8000)

Action Taken:

Commissioner Candelaria: Motion to ratify acceptance of the Bureau of Justice Assistance Small Rural Tribal Law Enforcement Agency Body Worn Camera Grant for \$8000 (requires matching funds of \$8000)

Commissioner McCall: Seconds the motion.

Cheryl Allen – Grants Manger: We will receive \$8000 and provide a match of \$8000, and that match is coming from LEPF, another grant funded program.

Madam County Manager Barela: LEPF is Law Enforcement Protective Funds.

Stephanie Dunlap – Sheriff Administrator: Yes, we have the funding available.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

13. DISCUSSION

- A. **ASSESSOR:** Annual Report to Commission.
- B. **MANAGER:** Discussion regarding the Torrance County Park Project for submission of the Community Block Development Grant (CDBG).
Public Hearing
- C. **GRANTS:** Discussion and project identification for inclusion in the 2024-2028 Infrastructure Capital Improvement Plan (ICIP).
- D. **GRANTS:** Discussion of the Torrance County Fairgrounds Rodeo Arena Project and possibly identify other projects for submission of the NM Regional Recreation Centers/Quality of Life Grant.
- E. **MANAGER REPORT: None**
- F. **COMMISSIONER’S REPORT:**
 - 1) **Commissioner McCall, District 1:**
 - 2) **Commissioner Schwebach, District 2:**

Action Taken:

Commissioner Candelaria: Motion to defer 13A, 13B, 13C, 13D, 13E, 13F-1, F-2.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: MOTION CARRIED

- 3) **Commissioner Candelaria, District 3:** The American Legion had a great program for about 10 kids, showing them what patriotism is all about. How

to fold the flag, salute the flag, how the government worked, survival and how drug and alcohol affect your ability to function, using the DWI educational tools. I will invite the participants to attend the next commission meeting so they can share their experience and what they learned.

14. EXECUTIVE SESSION:

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

August 10, 2022, 9:00 AM @ the Torrance County Admin Building.

16. Signing of Official Documents

17. Adjourn.

Action Taken:

Commissioner Candelaria: Motion to Adjourn.

Commissioner McCall: Seconds the motion.

Roll Call Vote: District 3 - Yes; District 2 – Absent; District 1 -Yes: **MOTION CARRIED**

Meeting adjourned at 9:31 AM

LeRoy Candelaria –Vice Chairman

Genell Morris – Admin Assistant

Date

The Video of this meeting can be viewed in its entirety on the Torrance County NM website.



*Agenda Item
No. 9-A*

TOTAL CHECKS PRINTED 123

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 \$153,984.84 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 08/03/2022. 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 ACCOUNT 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 UNDESIGNED 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



Torrance County, NM

Check Report

By Check Number

Date Range: 07/21/2022 - 08/03/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Main Checking-Main Checking						
66	ALBUQUERQUE PUBLISHING CO.	07/27/2022	Regular	0.00	49.62	121716
5450	AMAZON BUSINESS	07/27/2022	Regular	0.00	61.90	121717
5450	AMAZON BUSINESS	07/27/2022	Regular	0.00	72.78	121718
5650	Brightly Software, INC	07/27/2022	Regular	0.00	4,281.07	121719
106	CENTRAL NM ELECTRIC COOP.	07/27/2022	Regular	0.00	4,452.77	121720
106	CENTRAL NM ELECTRIC COOP.	07/27/2022	Regular	0.00	6,649.06	121721
5668	Chavez, Gabriel	07/27/2022	Regular	0.00	19.55	121722
3698	CHAVEZ, SYLVIA	07/27/2022	Regular	0.00	388.00	121723
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	20.52	121724
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	18.58	121725
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	23.87	121726
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	16.12	121727
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	9.02	121728
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	4.10	121729
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	19.16	121730
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	18.58	121731
4383	DE LAGE LANDEN FINANCIAL SERVICE	07/27/2022	Regular	0.00	29.84	121732
4705	DOUBLE H AUTO	07/27/2022	Regular	0.00	43.99	121733
4705	DOUBLE H AUTO	07/27/2022	Regular	0.00	59.36	121734
4705	DOUBLE H AUTO	07/27/2022	Regular	0.00	5.99	121735
4705	DOUBLE H AUTO	07/27/2022	Regular	0.00	41.98	121736
4705	DOUBLE H AUTO	07/27/2022	Regular	0.00	261.44	121737
2554	EPCOR USA, INC.	07/27/2022	Regular	0.00	106.55	121738
5359	GALLAGHER BENEFIT SERVICES, INC.	07/27/2022	Regular	0.00	2,700.00	121739
3456	GUSTIN HARDWARE INC.	07/27/2022	Regular	0.00	39.43	121740
3456	GUSTIN HARDWARE INC.	07/27/2022	Regular	0.00	33.09	121741
214	HART'S TRUSTWORTHY HARDWARE	07/27/2022	Regular	0.00	58.27	121742
214	HART'S TRUSTWORTHY HARDWARE	07/27/2022	Regular	0.00	20.07	121743
214	HART'S TRUSTWORTHY HARDWARE	07/27/2022	Regular	0.00	10.99	121744
214	HART'S TRUSTWORTHY HARDWARE	07/27/2022	Regular	0.00	21.99	121745
214	HART'S TRUSTWORTHY HARDWARE	07/27/2022	Regular	0.00	99.99	121746
214	HART'S TRUSTWORTHY HARDWARE	07/27/2022	Regular	0.00	68.26	121747
4846	HORIZONS OF NEW MEXICO	07/27/2022	Regular	0.00	2.52	121748
5636	HWC Enterprises	07/27/2022	Regular	0.00	5,095.00	121749
575	INTERNAL REVENUE SERVICE	07/27/2022	Regular	0.00	5,039.03	121750
5179	LEAF CAPITAL FUNDING LLC	07/27/2022	Regular	0.00	383.67	121751
947	LUNA, ANNETTE P	07/27/2022	Regular	0.00	388.00	121752
5671	Manzano MDWCA NM 3524130	07/27/2022	Regular	0.00	249.79	121753
3729	MARLIN BUSINESS BANK	07/27/2022	Regular	0.00	237.04	121754
1634	MORIARTY PIPE & IRON	07/27/2022	Regular	0.00	2,543.69	121755
3460	MY STORAGE	07/27/2022	Regular	0.00	30.00	121756
5655	National Notary Association	07/27/2022	Regular	0.00	60.00	121757
4819	NEXTIVA INC	07/27/2022	Regular	0.00	2,463.89	121758
	Void	07/27/2022	Regular	0.00	0.00	121759
4359	NM SHERIFFS ASSOCIATION	07/27/2022	Regular	0.00	320.00	121760
61	NMAAO	07/27/2022	Regular	0.00	100.00	121761
412	NMC COUNTY CLERK'S AFFILIATE	07/27/2022	Regular	0.00	150.00	121762
5307	NUBE GROUP	07/27/2022	Regular	0.00	73.71	121763
5652	O'Dell, Samantha	07/27/2022	Regular	0.00	27.75	121764
2194	ORKIN INC.	07/27/2022	Regular	0.00	104.76	121765
2194	ORKIN INC.	07/27/2022	Regular	0.00	185.11	121766
3321	OTERO, MARY T.	07/27/2022	Regular	0.00	388.00	121767
3699	OTERO, MARY YVONNE	07/27/2022	Regular	0.00	388.00	121768
4832	PRESBYTERIAN HEALTH PLAN	07/27/2022	Regular	0.00	3,035.52	121769

Check Report

Date Range: 07/21/2022 - 08/03/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
317	PRESBYTERIAN KASEMAN HOSPITAL	07/27/2022	Regular	0.00	389.00	121770
5100	PRESBYTERIAN MEDICAL SERVICES	07/27/2022	Regular	0.00	833.33	121771
3859	PRUDENTIAL OVERALL SUPPLY	07/27/2022	Regular	0.00	138.87	121772
3859	PRUDENTIAL OVERALL SUPPLY	07/27/2022	Regular	0.00	56.65	121773
5673	Quay County Government	07/27/2022	Regular	0.00	500.00	121774
215	RICH FORD SALES	07/27/2022	Regular	0.00	64.57	121775
5426	SENERGY PETROLEUM, LLC	07/27/2022	Regular	0.00	4,001.92	121776
5676	Sisneroz, Elizabeth	07/27/2022	Regular	0.00	200.00	121777
4	SPECIALTY COMMUNICATIONS	07/27/2022	Regular	0.00	647.25	121778
5443	STEEL ORAL AND MAXILIO FACIAL	07/27/2022	Regular	0.00	1,654.00	121779
1868	TAVENNER'S TOWING & RECOVERY	07/27/2022	Regular	0.00	927.07	121780
1314	TRIADIC INC.	07/27/2022	Regular	0.00	4,658.30	121781
1314	TRIADIC INC.	07/27/2022	Regular	0.00	892.04	121782
178	U.S. POSTMASTER	07/27/2022	Regular	0.00	-130.00	121783
178	U.S. POSTMASTER	07/27/2022	Regular	0.00	130.00	121783
178	U.S. POSTMASTER	07/27/2022	Regular	0.00	226.00	121784
178	U.S. POSTMASTER	07/27/2022	Regular	0.00	-226.00	121784
5450	AMAZON BUSINESS	08/03/2022	Regular	0.00	206.76	121785
5450	AMAZON BUSINESS	08/03/2022	Regular	0.00	864.91	121786
5450	AMAZON BUSINESS	08/03/2022	Regular	0.00	25.49	121787
5450	AMAZON BUSINESS	08/03/2022	Regular	0.00	339.09	121788
5450	AMAZON BUSINESS	08/03/2022	Regular	0.00	239.94	121789
859	BOUND TREE MEDICAL, LLC	08/03/2022	Regular	0.00	3,725.22	121790
	Void	08/03/2022	Regular	0.00	0.00	121791
5604	BRAYCON COMPANIES, LLC	08/03/2022	Regular	0.00	535.53	121792
3770	COOPERATIVE EDUCATIONAL SERVICES	08/03/2022	Regular	0.00	7,466.74	121793
5416	CRYSTAL SPRINGS	08/03/2022	Regular	0.00	11.00	121794
5561	CULLIGAN ABQ LLC	08/03/2022	Regular	0.00	109.75	121795
2293	DIRECT CREMATION AND BURIAL SERV	08/03/2022	Regular	0.00	2,400.00	121796
4705	DOUBLE H AUTO	08/03/2022	Regular	0.00	14.78	121797
4705	DOUBLE H AUTO	08/03/2022	Regular	0.00	98.99	121798
4123	FIRST VETERINARY SUPPLY	08/03/2022	Regular	0.00	567.13	121799
5456	GREEN VALLEY PEST MANAGEMENT	08/03/2022	Regular	0.00	80.91	121800
3456	GUSTIN HARDWARE INC.	08/03/2022	Regular	0.00	39.76	121801
3456	GUSTIN HARDWARE INC.	08/03/2022	Regular	0.00	22.99	121802
3456	GUSTIN HARDWARE INC.	08/03/2022	Regular	0.00	27.48	121803
3456	GUSTIN HARDWARE INC.	08/03/2022	Regular	0.00	27.96	121804
3456	GUSTIN HARDWARE INC.	08/03/2022	Regular	0.00	21.22	121805
3456	GUSTIN HARDWARE INC.	08/03/2022	Regular	0.00	359.97	121806
3929	HENRY SCHEIN MATRX MEDICAL	08/03/2022	Regular	0.00	1,446.14	121807
5677	Hunt, Soren G	08/03/2022	Regular	0.00	25.00	121808
14	JUNIOR'S TIRE & AUTO PARTS INC.	08/03/2022	Regular	0.00	720.00	121809
4379	KXNM-FM 88.7	08/03/2022	Regular	0.00	1,250.00	121810
721	MORIARTY FOODS	08/03/2022	Regular	0.00	47.08	121811
177	NEW MEXICO COUNTIES	08/03/2022	Regular	0.00	15,692.00	121812
3884	NM BOARD OF VETERINARY MEDICINE	08/03/2022	Regular	0.00	100.00	121813
3884	NM BOARD OF VETERINARY MEDICINE	08/03/2022	Regular	0.00	100.00	121814
582	NM DEPARTMENT OF PUBLIC SAFETY	08/03/2022	Regular	0.00	15.00	121815
4359	NM SHERIFFS ASSOCIATION	08/03/2022	Regular	0.00	480.00	121816
1344	NM TRD/PTD	08/03/2022	Regular	0.00	335.00	121817
5307	NUBE GROUP	08/03/2022	Regular	0.00	43.18	121818
5106	ORTIZ, ADRIAN	08/03/2022	Regular	0.00	3,804.57	121819
2667	Pathology Consultants of NM	08/03/2022	Regular	0.00	500.00	121820
681	PICTOMETRY INTERNATIONAL CORP	08/03/2022	Regular	0.00	5,000.00	121821
317	PRESBYTERIAN KASEMAN HOSPITAL	08/03/2022	Regular	0.00	256.00	121822
3859	PRUDENTIAL OVERALL SUPPLY	08/03/2022	Regular	0.00	138.87	121823
3859	PRUDENTIAL OVERALL SUPPLY	08/03/2022	Regular	0.00	56.65	121824
215	RICH FORD SALES	08/03/2022	Regular	0.00	2,395.59	121825
5426	SENERGY PETROLEUM, LLC	08/03/2022	Regular	0.00	11,015.13	121826
2562	SIRCHIE FINGERPRINT LABORATORIES	08/03/2022	Regular	0.00	446.23	121827
3978	STAPLES BUSINESS ADVANTAGE	08/03/2022	Regular	0.00	123.15	121828

Check Report

Date Range: 07/21/2022 - 08/03/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5562	TYLER TECHNOLOGIES, INC	08/03/2022	Regular	0.00	22,746.42	121829
5562	TYLER TECHNOLOGIES, INC	08/03/2022	Regular	0.00	7,118.74	121830
178	U.S. POSTMASTER	08/03/2022	Regular	0.00	130.00	121831
5193	UNIVERSAL BACKGROUND SCREENING	08/03/2022	Regular	0.00	922.30	121832
199	USDA,APHIS WILDLIFE SERVICES	08/03/2022	Regular	0.00	5,328.78	121833
4376	WAGeworks	08/03/2022	Regular	0.00	209.50	121834
5408	BANK OF AMERICA	08/03/2022	Bank Draft	0.00	419.47	DFT0000003

Bank Code Main Checking Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	122	117	0.00	153,921.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-356.00
Bank Drafts	1	1	0.00	419.47
EFT's	0	0	0.00	0.00
	123	122	0.00	153,984.84

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	122	117	0.00	153,921.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-356.00
Bank Drafts	1	1	0.00	419.47
EFT's	0	0	0.00	0.00
	123	122	0.00	153,984.84

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	7/2022	55,934.42
999	Pooled Cash	8/2022	98,050.42
			153,984.84



*Agenda Item
No. 10*



*Agenda Item
No. 11-A*

Infrastructure Capital Improvement Plan FY 2023-2027

Torrance County Project Summary

ID	Year	Rank	Project Title	Category	Funded to date						Total Project Cost	Amount Not Yet Funded	Phases?
						2023	2024	2025	2026	2027			
26827	2023	001	County Fair Ground Improvements	Facilities - Other	901,950	118,800	4,537,500	982,520	1,375,000	165,000	8,080,770	7,178,820	Yes
20624	2023	002	New County Government Offices	Facilities - Administrative Facilities	310,800	8,000,000	250,000	0	0	0	8,560,800	8,250,000	Yes
26803	2023	003	Road Department Equipment	Equipment - Other	157,000	206,800	800,000	0	0	0	1,163,800	1,006,800	Yes
25657	2023	004	4x4 Sheriff Patrol Vehicles	Vehicles - Public Safety Vehicle	359,000	132,000	132,000	132,000	132,000	132,000	1,019,000	660,000	Yes
39148	2023	005	Green Road Improvements	Transportation - Highways/Roads/Bridges	0	400,000	0	0	0	0	400,000	400,000	No
14072	2023	006	County Road Improvements	Transportation - Highways/Roads/Bridges	900,000	300,000	0	0	0	0	1,200,000	300,000	No
36646	2023	007	Security Fencing / Target Hardening	Facilities - Other	136,857	38,500	0	0	0	0	175,357	38,500	Yes
36651	2023	008	Restoration and Preservation of Historical Records	Other - Other	0	66,000	82,500	28,600	0	0	177,100	177,100	No
28448	2023	009	Duran Water System Improvements	Water - Water Supply	145,000	448,676	2,394,304	0	0	0	2,987,980	2,842,980	Yes
37625	2023	010	Emergency Management Facility and Shelter	Facilities - Other	560,884	185,000	0	0	0	0	745,884	185,000	Yes
18519	2023	011	Water System Upgrade	Water - Water Supply	0	330,000	0	0	0	0	330,000	330,000	Yes
26830	2023	012	Purchase and Equip Medical Response Vehicles	Equipment - Public Safety Equipment	303,033	332,236	332,236	0	0	0	967,505	664,472	Yes
39565	2023	013	P25/700 Mhz Project	Equipment - Public Safety Equipment	0	1,000,000	1,000,000	0	0	0	2,000,000	2,000,000	Yes
20626	2023	014	New Road Department Yard / Shop	Facilities - Other	760,251	225,000	0	0	0	0	985,251	225,000	Yes

Infrastructure Capital Improvement Plan FY 2023-2027

36698	2024	001	Mescalero Reservoir Dam Mitigation	Water - Storm/Surface Water Control	0	0	85,000	0	0	0	85,000	85,000	Yes
39178	2024	002	New Type 6 Urban Interface Apparatus	Equipment - Public Safety Equipment	0	0	500,000	0	0	0	500,000	500,000	No
10012	2024	003	Emergency Services Infrastructure	Facilities - Fire Facilities	0	0	400,000	0	2,000,000	0	2,400,000	2,400,000	Yes
39183	2024	004	Remodel Former Jail/Evidence Area	Facilities - Administrative Facilities	1,515	0	410,080	0	0	0	411,595	410,080	Yes
39185	2024	005	New Regional Animal Shelter	Facilities - Other	0	0	4,400,000	0	0	0	4,400,000	4,400,000	No
37624	2025	001	Abo Water System Development	Water - Water Supply	0	0	0	120,000	1,720,088	0	1,840,088	1,840,088	Yes
39189	2025	002	Develop Torrance County Park	Other - Other	20,000	0	0	475,000	375,000	0	870,000	850,000	Yes

Number of projects: 21

	Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:	Total Not Yet Funded:
Grand Totals	4,556,290	11,783,012	15,323,620	1,738,120	5,602,088	297,000	39,300,132	34,743,840

ICIP Work Group Recommend Projects and Ranking

(projects highlighted in green are existing projects)

A. Construction Projects

	Project	Capital Outlay
1	County Fair Ground Improvements	2020: 150,000 2021: 700,000 (pending) 2022: 268,000 Total: 1,118,000
2	Develop Torrance County Park	
3	EM Management Facility / Investigations-Evidence	2020: 150,000 2021: 700,000 (pending) 2022: 268,000 Total: 1,118,000
4	New Regional Animal Shelter	
5	Road Department Yard/Shop	2020: 150,000 2021: 700,000 (pending) 2022: 268,000 Total: 1,118,000
6	Fuel Tank at Road Shop/Yard	
7	Well w/Tank and Water Collection System at Road Shop/Yard	
8	Asset Management Plan	
9	Multi-generational Facility with Indoor Gym	
10	Balls Field (Baseball, Football, Soccer)	
11	New County Government Offices	
Yr5	P25/700 Mhz Radio System	
Yr5	Rail to Trail (pedestrian, bike, exercise, horse)	

D. Road Construction Projects

	Project	Capital Outlay
1	Green Road Improvements	
2	Ewing Road Improvements	
3	Martinez Road Improvements (1)	
4	Martinez Road Improvements (2) – 6.75 miles	
5	Roads Assessment	

B. Water Projects

	Project	Capital Outlay
1	Duran Water System	2020: 120,000 2021: 25,000 (pending) 2022: 120,000 Total: 265,000
2	Water Wells w/tanks (4)	
3	Abo Water System	
4	Drilling Rig	

C. Equipment Projects

	Project	Capital Outlay
	Road Dept Equipment	2020: 50,000 2021: (pending) 2022: 200,000 Total: 250,000
1	Mowing tractor	
2	13 ton tandem dump truck	
3	10 ton tandem dump truck	
4	Pneumatic Steel Wheel Roller	
5	Trailer – 30' pindle hitch (2)	
6	Belly Dump	

D. Fire Department Projects

	Project	2022 Legislature
1	Fire Station Water Systems (formerly Water System Upgrade)	
	<i>a. Duran (well, tank, water collection system)</i>	
	<i>b. McIntosh (well, tank, water collection system)</i>	
2	EMS Building	
3	Type 6 Wildland Apparatus (Brush Truck)	
4	Fire District Comprehensive Plan	
5	Emergency Response Vehicles (Ambulance) DFA Approval	2020: 225,000 2021: (pending) 2022: 382,236 Total: 607,236
Yr5	285 Corridor Fire Station	
Yr5	Highway 60 Fire Station	

E. Emergency Management Projects (non-construction)

	Project	Capital Outlay
1	Water Buffalo/Trailer 1. Potable, 1. Non-potable and Truck	
2	Light Tower Generator (4)	

J. Existing Projects Recommended for Removal from ICIP

	Project	Capital Outlay
	4x4 Sheriff Patrol Vehicles	Include in TCSO budget
	Security Fencing / Target Hardening	Local funds
	Restoration and Preservation of Historical Records	ARPA, include in TC budget
	Mescalero Reservoir Dam Mitigation	Low priority
	Emergency Services Infrastructure (Indian Hills)	Grant funded
	Remodel Former Jai/Evidence Area	New building underway

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**TORRANCE COUNTY
BOARD OF COUNTY COMMISSIONERS
RESOLUTION NO. R 2022-**

**A RESOLUTION ADOPTING THE FY 2024-2028
INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)**

WHEREAS, the County of Torrance recognizes that the financing of public capital projects has become a major concern in New Mexico and nationally; and

WHEREAS, in times of scarce resources, it is necessary to find new financing mechanisms and maximize the use of existing resources; and

WHEREAS, systematic capital improvements planning is an effective tool for communities to define their development needs, establish priorities and pursue concrete actions and strategies to achieve necessary project development; and

WHEREAS, this process contributes to local and regional efforts in project identification and selection in short and long range capital planning efforts.

NOW, THEREFORE, BE IT RESOLVED BY THE Torrance County Board of Commissioners that:

1. The county government has adopted the FY 2024-2028 Infrastructure Capital Improvement Plan, and
2. It is intended that the Plan be a working document and is the first of many steps toward improving rational, long-range capital planning and budgeting for New Mexico's infrastructure
3. This Resolution supersedes Resolution No. R2021-35.

DONE THIS 10th DAY OF August, 2022.

APPROVED AS TO FORM ONLY:

BOARD OF COUNTY COMMISSIONERS

County Attorney

Ryan Schwebach, Chair, District 2

Date: _____

LeRoy M. Candelaria, Vice Chair, District 3

Kevin McCall, District 1

ATTEST:

Yvonne Otero, County Clerk

Date: _____



*Agenda Item
No. 12-A*



*Agenda Item
No. 12-B*

NM Regional Recreation Centers/Quality of Life Grant Application Instructions

GRANT APPLICATION PERIOD OPENS JULY 18, 2022

OVERVIEW

The NM Department of Finance & Administration is pleased to announce the funding opportunity for NM Regional Recreation Centers and Quality of Life grant. \$45 million is available for communities statewide to plan, design, furnish/equip and construct recreational projects.

This funding exists to improve the quality of life for New Mexico residents by creating new or expanding existing regional recreational facilities. These recreational facilities are defined as any project that will contribute to the quality of life for regional residents. Some examples of these recreational facilities could be a community center, skatepark, rodeo grounds, picnic shelters, or structures that enhance public based recreational activities.

Funds will be distributed on a reimbursement basis through June 30, 2025. All contracts awarded under this Invitation to Submit Project Applications will terminate on June 30, 2025.

Pre-Application Webinar

NM Regional Recreation Centers/Quality of Life Grant Pre-Application Webinar

Wednesday, July 18, 2022 – 10:00 to 11:00 AM

Potential applicants must register for the webinar to attend. The link to register for the webinar:

NM Regional Recreation Centers/Quality of Life Grant Webinar Registration

NM Regional Recreation Centers/Quality of Life Grant Application (must submit application via Microsoft form)

Who can apply?

Eligible applicants must be a legally recognized government or quasi-governmental entity. A local government must submit a project proposal on behalf of a non-profit entity in support of the project.

The following list of applicants includes eligible government or quasi-governmental entities:

- Municipalities
- Counties
- Tribal Governments
- Special Districts (Acequias & Land Grants)

What documents are required?

- Completed application form (submitted online) – [NM Regional Recreation Centers/Quality of Life Application](#)
- This is a competitive application process. A local governing body must be the lead applicant in this application.

Local or quasi-governing body must serve as the lead applicant and submit on behalf of the eligible partner(s).

- An Operating and Use Agreement from an eligible political subdivision is required within 60 days after the execution of contract to document that they will own the capital asset and ensure the asset is maintained. This agreement is required to comply with the Anti-Donation Clause of the New Mexico Constitution, Article XIII, Section IX.
- A current full project budget must be submitted including funding gaps and all sources of secured and anticipated revenue. (Exhibit 1)
- Applicants must provide quotes or estimates for equipment, vehicles, and real property/buildings the application. Equipment and vehicle line items without quotes will not be eligible for consideration. State and local procurement policies must be complied with for the duration of the project.

All documentation must be emailed to RegionalRec.NM@state.nm.us

* The Department reserves the right to offer an award amount different than the amount requested.

Funding Categories & Selection Criteria:

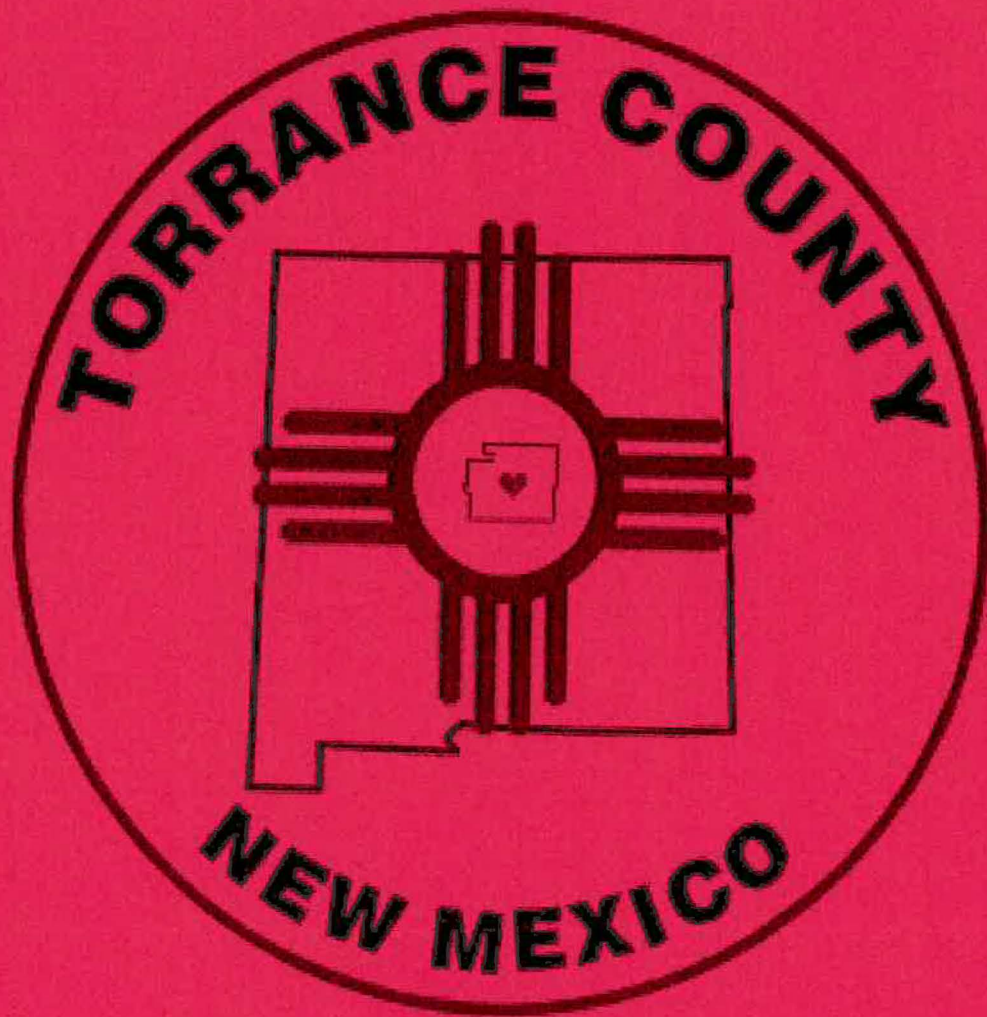
Project proposals from an eligible organization and its local government partner will be considered in two areas: (A) Economic Impact: Project must show demonstrable benefit to the local community, either by attracting and retaining residents or attracting visitors. (B) Recreational Access: The project must be open for public use. Note: Projects on tribal lands are eligible and do not have to be open to the general public but should be open to tribal members.

Project Type:

- Plan/Design: Preliminary Engineering Report (PER), planning and design
- Equipment: indoor or outdoor equipment to include playground equipment, etc.
- Construction: for small and large projects to include community centers, skateparks, splash pads, rodeo grounds, outdoor theatres, picnic shelters, or structures that enhance public based recreational activities

Collaborative proposals and partnerships are eligible and encouraged. Applicants must specify the lead entity for contracting purposes.

The Department will select applications for funding based upon analysis of the submitted response. Selections will be made based on the following criteria.



*Agenda Item
No. 12-C*

REIMBURSING AGENCY (agency to which funds were initially appropriated): _____

Business Unit: _____

APPROPRIATION RECIPIENT:

Local Governing Body - Torrance County

Nonprofit Partner (If Applicable) - N/A

APPROPRIATION
NUMBER:

APPROPRIATION
AMOUNT:

REVERSION DATE:

FOOD-22000-TC

\$500,000

June 30th, 2023

APPROPRIATION LANGUAGE:

Statewide hunger initiative funds unexpended by June 30th, 2023, will be reverted to the State of New Mexico’s general fund.

PROJECT DESCRIPTION:

Torrance County will upgrade the kitchen at the Torrance County Fairgrounds to provide food and nutrition education programs and a food security/food distribution hub for community members. The commercial kitchen will also be available for the aggregation

Examples of eligible expenses include but are not limited to:

- Food storage, processing, and delivery equipment, including for cold and ambient storage. Examples include refrigerators, freezers, pallet jacks, and forklifts.
- Vehicles for distribution of food products and meals, refrigerated trucks, or vehicles to expand meal distribution to reach food insecure residents.
- Purchase of food processing, washing, and packing equipment, produce and fruit sorting equipment.
- Large scale kitchen equipment such as convection ovens and steam kettles.
- Procurement of equipment to support extension of the growing season, including, but not limited to, hoop houses, greenhouses, or cold storage.
- Meat processing equipment.
- Local food production projects that reduce and redirect food waste and expand access to healthy food to food-insecure communities through infrastructure investments.
- Projects that support mobile markets that bring healthy food to communities or individuals with limited access to local, healthy food.
- Food Hub infrastructure (pooling resources and creating partnerships to streamline sourcing and delivery).

APPROPRIATION REIMBURSEMENT:

The appropriation funds will be disbursed through a reimbursement process. The Appropriation Recipient will submit to the Reimbursing Agency the Exhibit A: Request for Payment form along with supporting document(s) that evidence the expenses to be reimbursed. The Reimbursing Agency will review these documents to ensure all expenses to be reimbursed reflect the intent and purpose of the appropriation language. All expenditures for which the Appropriation Recipient requests reimbursement must occur prior to the reversion date. The latest date the Appropriation Recipient may submit a Request for Payment is **July 14th, 2023**. With the submission of the final Exhibit A: Request for Payment, the Appropriation Recipient must include a completed Exhibit B: Final Report form to receive the final reimbursement.

REIMBURSING AGENCY (agency to which funds were initially appropriated): _____

Business Unit: _____

CERTIFICATION:

I hereby certify that **Torrance County**:

1. Will only use the appropriation funds to carry out and/or perform activities described in appropriation language.
2. Will comply with State Procurement Code and execution of binding written obligations or purchase orders with third party contractors or vendors for the provision of services, including professional services, or the purchase of tangible personal property and real property for the project.
3. The local governing body must purchase and capitalize any asset in accordance with the Government Accounting Standards Board (GASB) as well as the Generally Accepted Accounting Principles (GAAP) as it would any capital item purchased using state funds.
4. Ensures that the appropriation funds only benefit entities in accordance with applicable law, including, but not limited to Article IX, Section 14 of the Constitution of the State of New Mexico, "Anti-Donation Clause."
5. Will follow the procedure described in "Appropriation Reimbursement" for reimbursement of appropriated funds.
6. If the first pay request is not received by **December 15, 2022**, this award may be terminated, and the funds may be reallocated for a different project.

Appropriation Recipient Representative (Governing Body)

Date

Appropriation Recipient CFO (Governing Body)

Date

APPROVAL:

In accordance with the authority conferred on the Department of Finance & Administration by the statute appropriating these funds, I hereby approve this certification for the New Mexico Food Security Grant (FOOD-22000-TC) in the amount of \$500,000.

Reimbursing Agency Head

Date

Reimbursing Agency CFO

Date

**STATE OF NEW MEXICO
 NM Food Security Appropriation
 Award Summary Form
 Attachment 1**

Appropriation Recipient: Torrance County

Appropriation Number: FOOD-22000-TC

The following information is to be filled out and submitted with your signed certification form. This must be filled out before the grant is executed.

Potential use of Appropriation Funds	Amount
Estimated Personnel Expenses	
Estimated Equipment Expenses	\$500,000
Estimated Real Property Expenses	combined in above
Estimated Vehicle Expenses	
Estimated Other Expenses	
Total Amount of Appropriation Funds	

Anticipated Outcomes / Impact Data	Amount
# of Individuals To Be Served	TBD
# of Meals To Be Served	TBD
Pounds of Food To Be Provided	TBD

Anticipated County Breakdown by Funding	Amount
Please enter County To Be Served: Torrance	\$5,000
Please enter County To Be Served	
Please enter County To Be Served	
Please enter County To Be Served	
Please enter County To Be Served	

Summary

Summarize in 3-4 sentences the anticipated uses of the appropriation funds. This description will be used for public facing materials.

Torrance County proposes to upgrade the kitchen at the Torrance County Fairgrounds located in Estancia, New Mexico, to meet all the requirements of a commercial kitchen to further food and nutrition education programs incorporating Farm to Table concepts and accommodate people displaced by natural disasters. Upgrading the kitchen at the fairgrounds will allow expansion of ongoing education efforts designed to teach residents the source of their food and how to grow, prepare, and store their own food or utilize locally available foods to become more self-reliant. Renovating the fairgrounds kitchen will also address food insecurity that results from natural disasters opening the fairgrounds to house evacuated people, as well as evacuated animals. Torrance County will also accept technical assistance from the Governor's Office identifying additional activities/programs to address food insecurity such as supply chain challenges or promoting local agriculture, and final outcomes and impact are pending this collaboration.



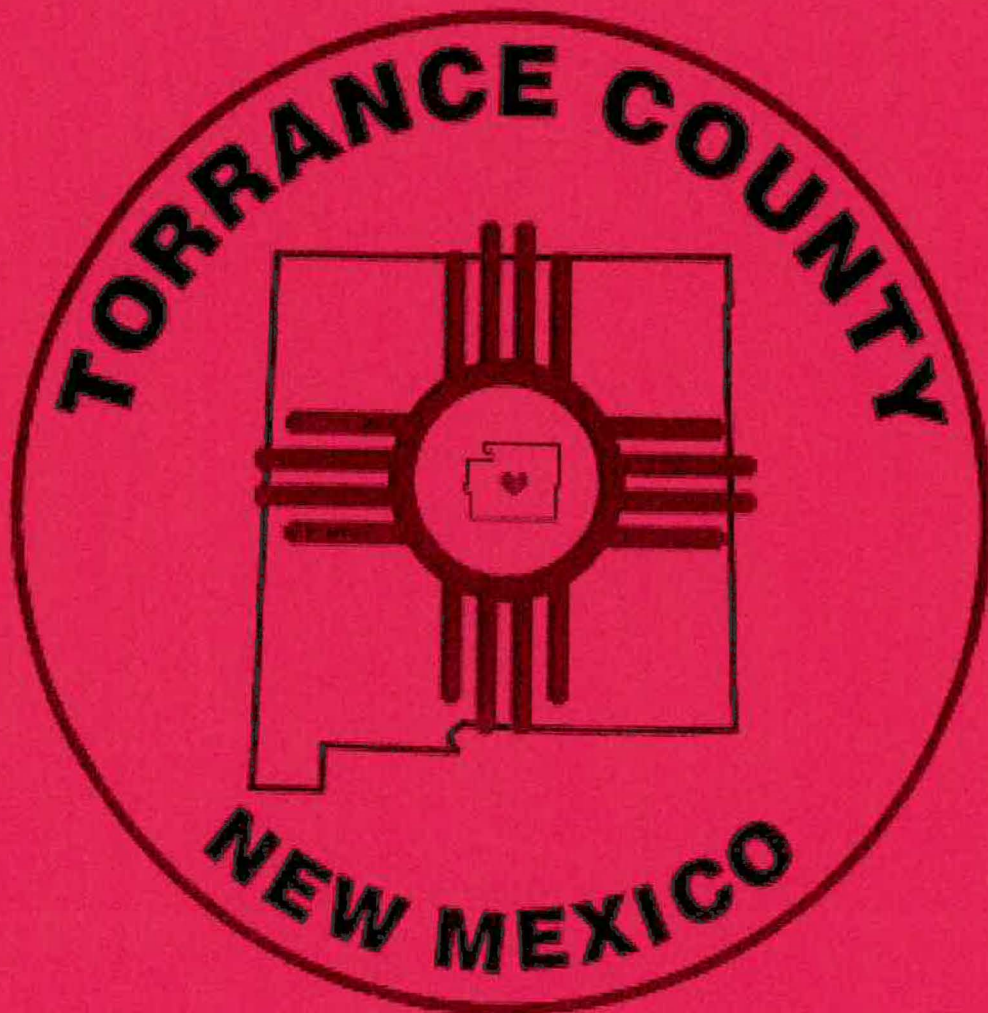
*Agenda Item
No. 12-D*



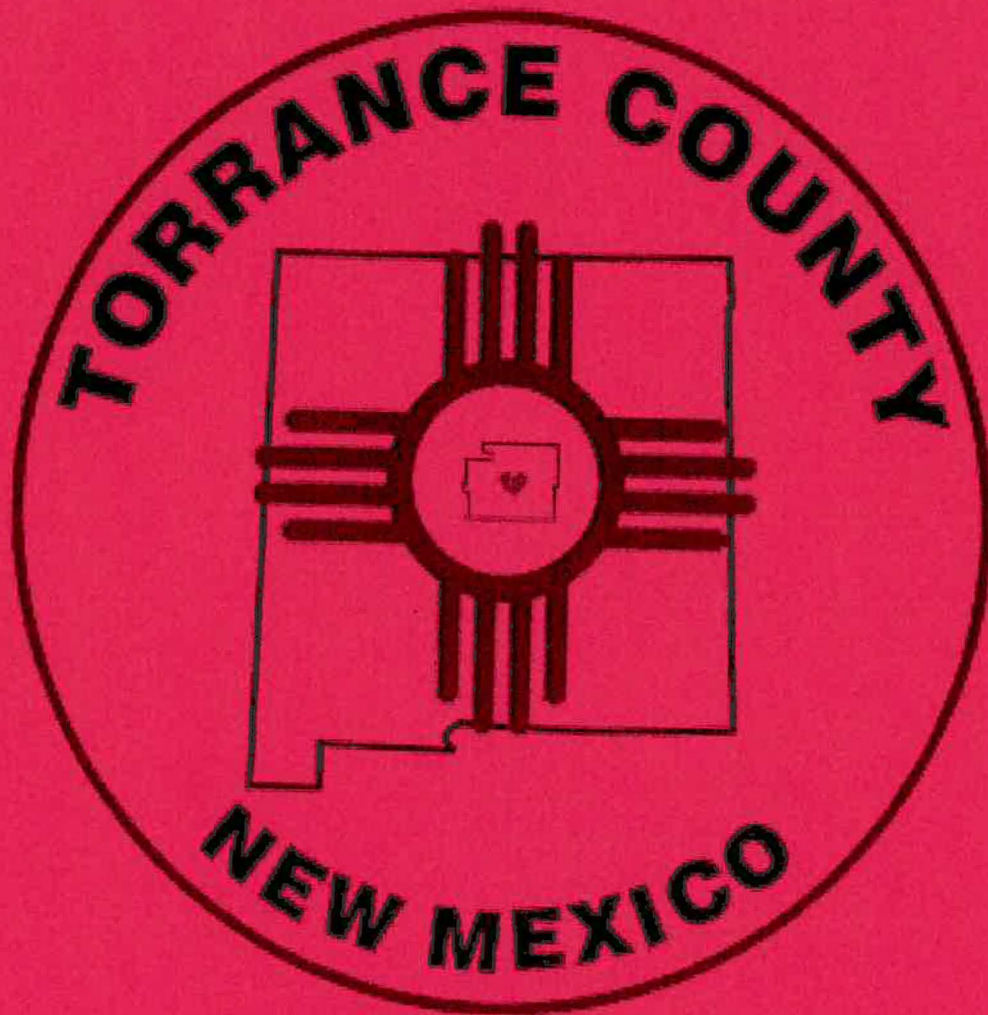
*Agenda Item
No. 12-E*



*Agenda Item
No. 12-F*



*Agenda Item
No. 13-A*



*Agenda Item
No. 13-B*



ANNUAL REPORT

JESSE LUCERO

TORRANCE COUNTY ASSESSOR

ASSESSOR'S OFFICE ANNUAL CYCLE

1. Determine Values for Entire County

Appraisers: Study Markets & Set Value for all Residential and Non-Residential Properties
Personal Property & Customer Service Staff (Livestock & BPP)- Processed rendition forms to set value for personal property acct.

Administration & CAMA: Performs QC for final values, Runs Sales Ratio & other statistical reports & prepares file for NOV Printing.
(Jan 1st through March 1st).

5. Reappraisal of County

5 to 6 year plan: Appraisal Staff

Clean up of data and Land Valuation/Market development in years 1 & 2

Improved Properties Valuation/Market Development in years 3-6 (goal to reappraise 1/4 of the improved parcels each year.

(Aug 1st – December 31st)

2. Notice of Value Sent, Protest Intake & State Evaluation

Notice of Values are mailed no later than April 1st.

All staff help property owners with Protest intake, Exemptions & Valuation Freeze forms. Outreach to Property Owners.

Administration & CAMA: Prepare documents and meet with the state for Evaluation

April 1st – May 1st

3. Protest Settlement, Formal Board Hearings & State Certification of Value

Appraisers: Field Check, review appraisal, conduct informal and formal hearings on all protests

Admin & CAMA: Input State Assessed, Balance to PTD-01, Prepare PTD-02, PTD-03 & PTD-13 forms for the state. Run Abstract for file. Due 6/15 every year.

(May 1st – Aug 1st)

4. Tax roll and Warrant

Administration & CAMA – Tax rates are sent to the counties by 9/1. The rates are then entered into the CAMA. Tax roll is sent over to the Treasurer's office by 10/1 & the warrant is prepared. This is the process that gives the information to the Treasurer so Tax Bills can be sent.

(September 1st – October 1st)

ASSESSOR'S OFFICE ORGANIZATIONAL CHART

Torrance County Assessor
Jesse Lucero
jlucero@tcnm.us
505-544-4320

Deputy Assessor
Linda Gallegos
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Assessor's Responsibility & Statutory Duty

- County Assessors are exclusively responsible for determining values of property for property taxation purposes in accordance with the Property Tax Code [Articles 35 to 38 of Chapter 7 NMSA 1978] and specifically 7-36-16 (A), and the regulations, orders, rulings and instructions of the department.
- Except as limited in Section 7-36-21.2 NMSA 1978, **Assessors shall also implement a program of updating property values** so that current and correct values of property are maintained and shall have sole responsibility and authority at the county level for property valuation maintenance, subject only to the general supervisory powers of the director. (This is the “Reappraisal Plan.”)



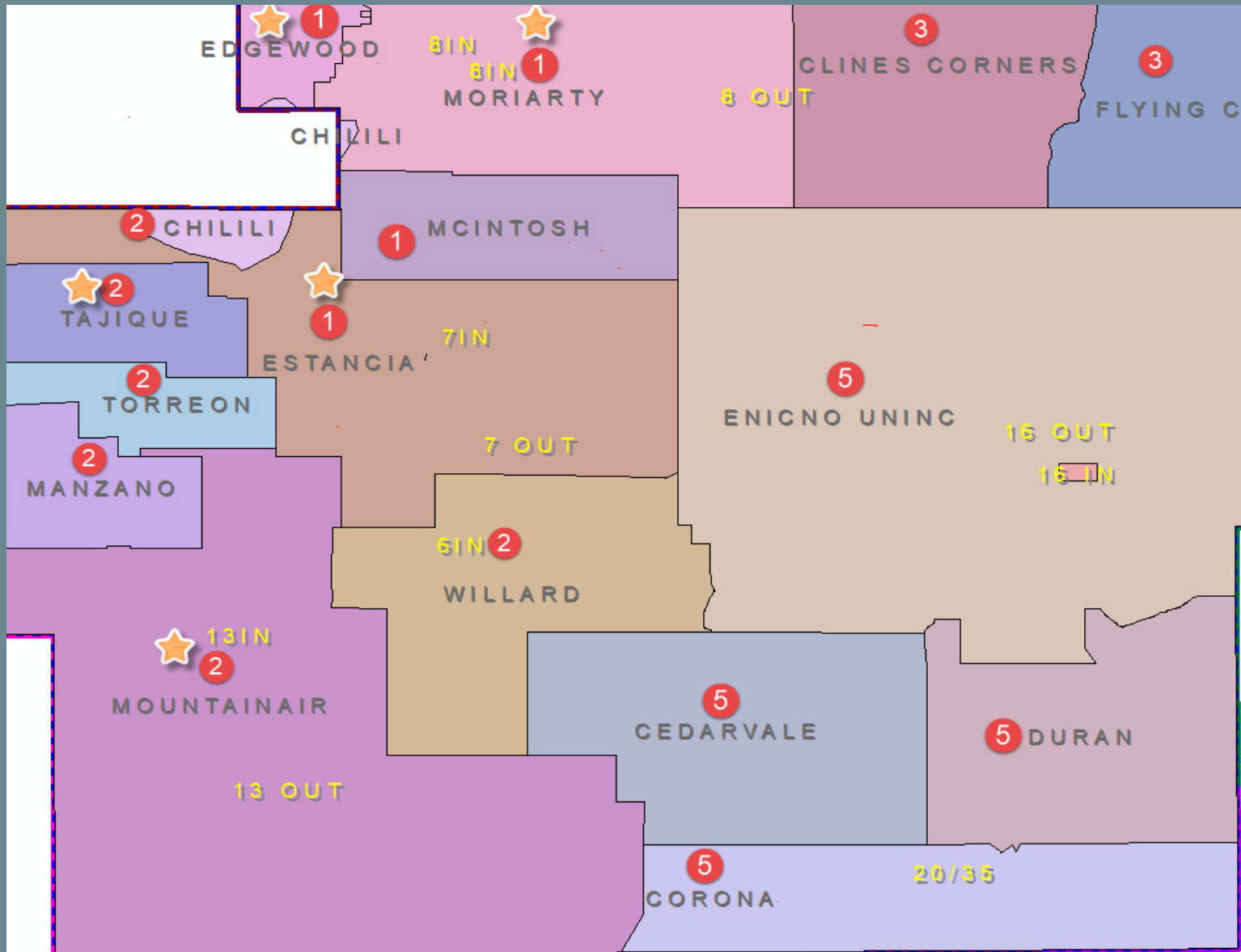
Assessor's Office

Responsibility & Statutory Duty

Reappraisal Project

- The Reappraisal project for 2022 will start in the areas with the highest impact of sales in the market. (8IN and 80UT Moriarty/Edgewood.
- These areas have been identified by stars and numbers on the next slide. The market approach to valuation will be utilized as it is the preferred method in accordance with IAAO Standards.





ASSESSOR'S RESPONSIBILITY & STATUTORY DUTY

Vacant Land, Agricultural land & Residential Re-inspection Plan

- January 2019-2025, the County Assessor implemented a five-to-six-year re-inspection & vacant land review. The plan involves clean up of critical data and review all vacant land, developing market value, setting land codes in the CAMA system, and reviewing all agricultural land.
- Years 3-6 will include re-inspecting both residential and non-residential improved accounts in each year of the plan to achieve total coverage of real property & manufactured home accounts in Torrance County.



ASSESSOR'S OFFICE RESPONSIBILITY & STATUTORY DUTY

2019-2025 Property Valuation Program Components

- The valuation maintenance program developed and implemented by the Torrance County Assessor consists of three major components:
- 1- Valuation and data maintenance of all taxable parcels on a yearly cycle;
- 2- Door to door re-inspection and or oblique side view and ortho imagery verification of all taxable improved real property every 5 to 6 years;
- 3- Stratification of markets based on current sales data & development of market value for properties within the county.

ASSESSOR'S OFFICE RESPONSIBILITY & STATUTORY DUTY

Property Valuation Program Components

- Valuation Maintenance - Maintaining current and correct values through the appraisal/reappraisal process.
- Net New -Additional value of residential and non-residential property placed on the tax roll in the current year. (New Money)
 - New construction – Permits
 - Reappraisal (improvements to property)
 - New businesses/business personal property updates
 - Livestock rendition/reporting

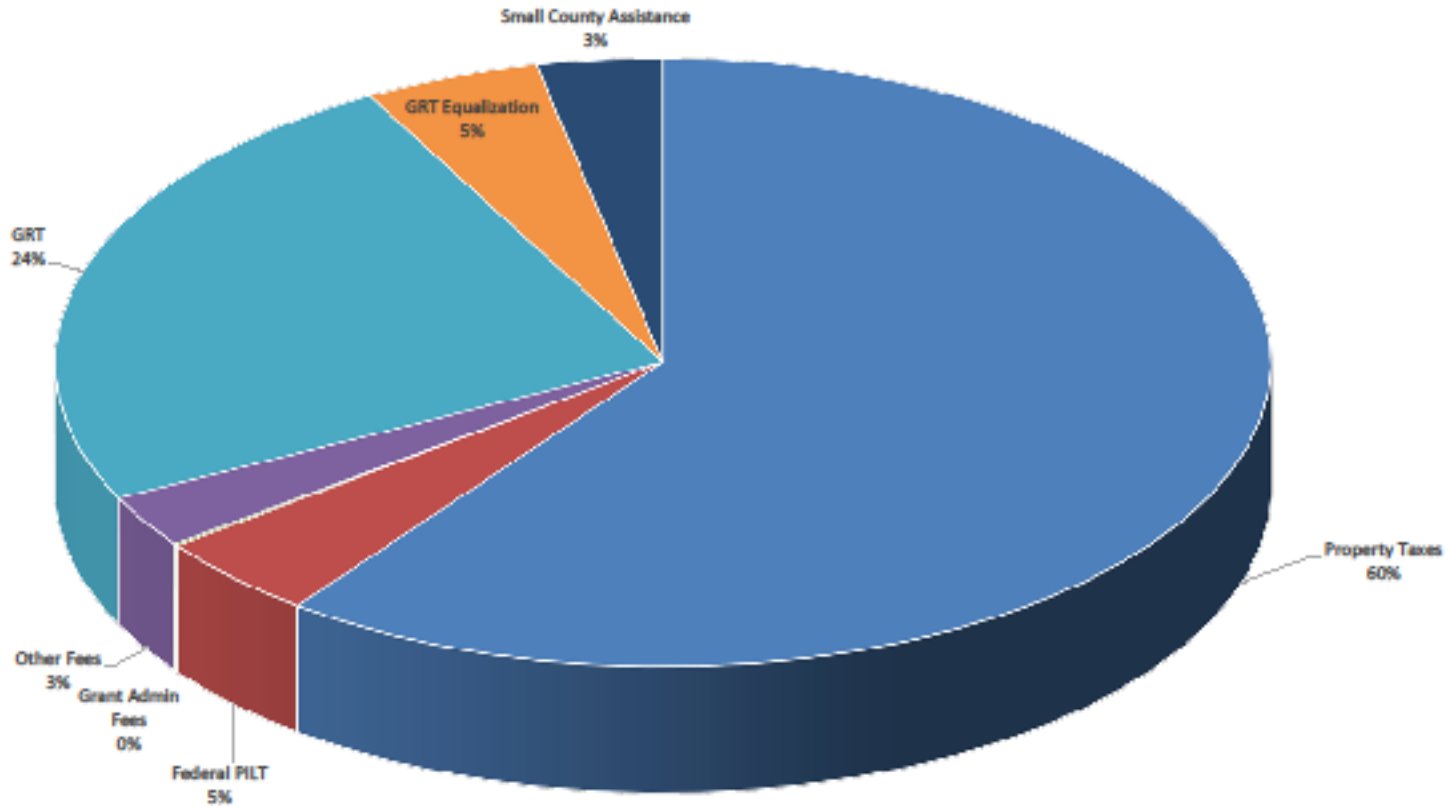
ASSESSOR'S OFFICE RESPONSIBILITY & STATUTORY DUTY

APPROACH

- In December of 2019, Pictometry Imagery was delivered to the County Assessor's office. This technology has greatly reduced the need for physical door-to-door review - saving time and resources.
- This technology has proven to be invaluable for its accuracy in verifying square footage of residential improvements and providing a safe environment for appraisal staff.
- Cost savings on fuel and other maintenance costs has also decreased as a result of Pictometry.

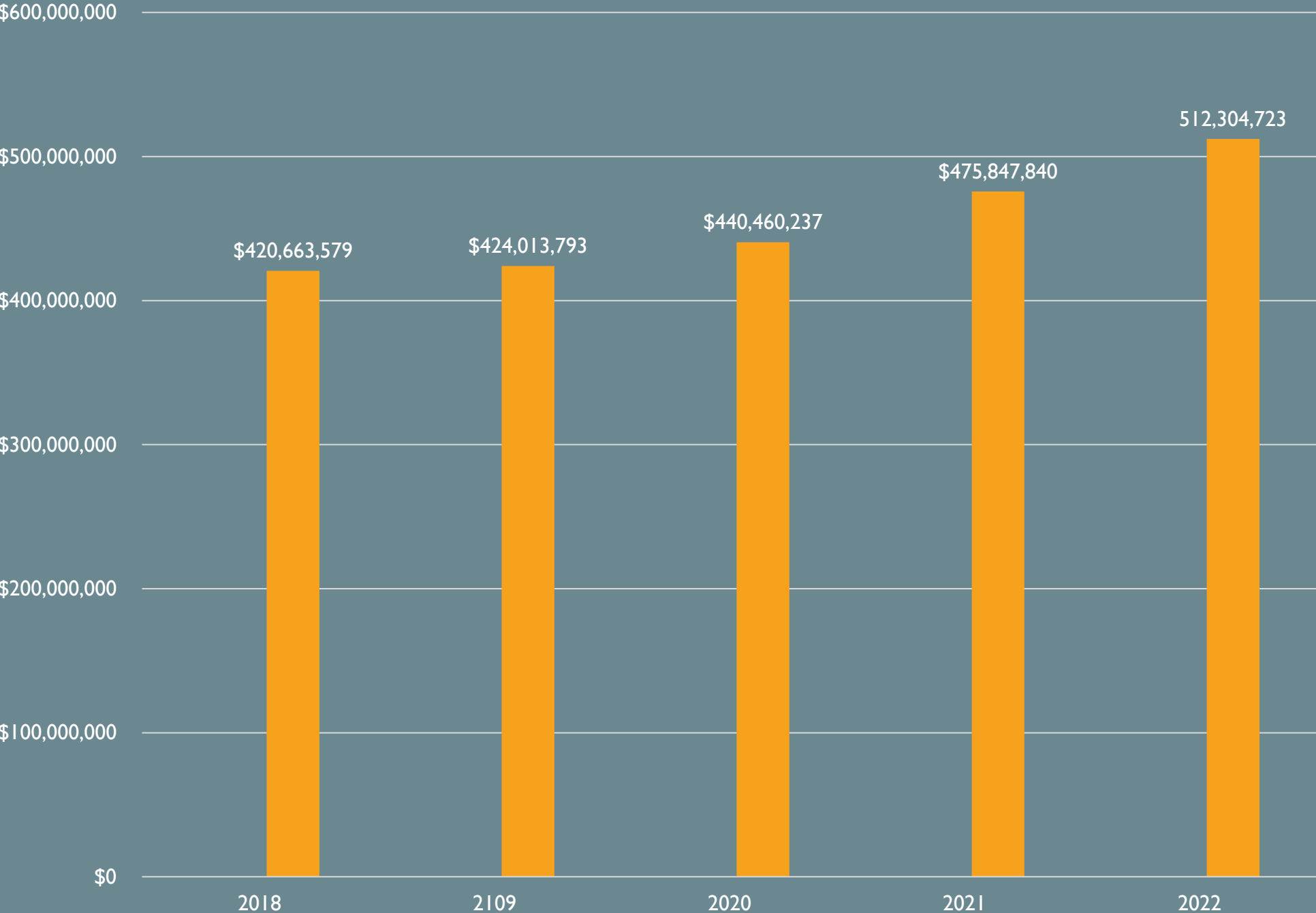
TORRANCE COUNTY 2022-2023 OPERATING BUDGET General Fund Revenue Breakdown

General Fund Revenue

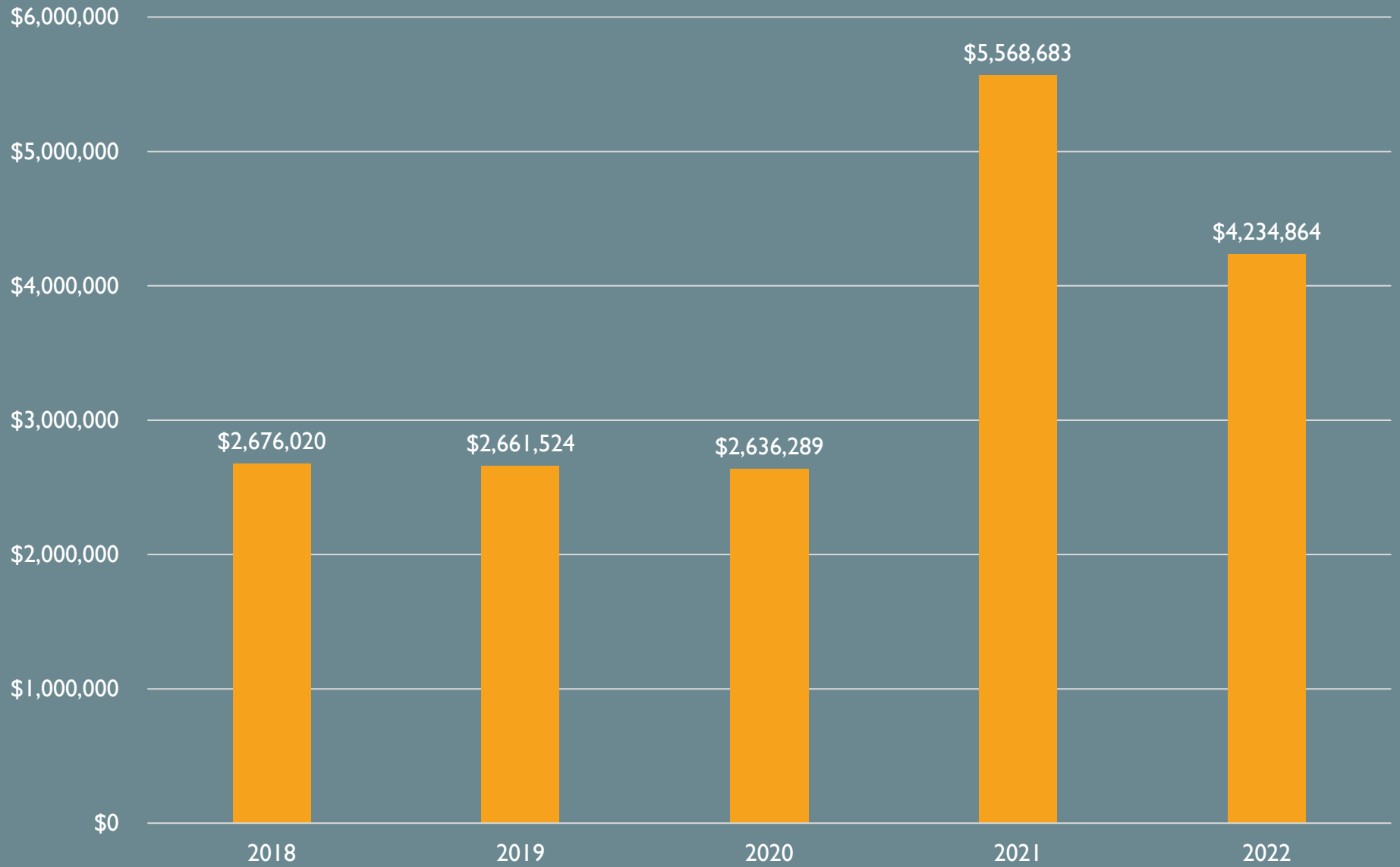


• Property Taxes • Federal PILT • Grant Admin Fees • Other Fees • GRT • GRT Equalization • Small County Assistance •

Total Taxable Value



Net New Taxable Value



ASSESSOR'S OFFICE RESPONSIBILITY AND STATUTORY DUTY

- Desktop appraisal is about 80% of the appraisal process. Appraisers can more accurately determine square footage of properties, allowing them to reach a more correct valuation. There is still a need for boots on the ground when the aerial photo does not provide enough information. Here are some county statistics:
- Residential Parcels -8,049
- Non-Residential Parcels – 17682
- Agriculture Parcels – 1,666
- Commercial Parcels - 641



ASSESSOR'S OFFICE RESPONSIBILITY AND STATUTORY DUTY

Formal Protest Hearings

- Notices of Value were mailed out on April 1, 2022. The protest period was from April 1, 2022, until May 2, 2022. (May 1, 2022, fell on a Sunday)
- The Assessor's office has 64 protests filed for the 2022 tax year and the Appraisal staff is currently working on resolving these protests. Formal protest hearings are set for August 2 and 4 if 2022 if necessary.



ASSESSOR'S OFFICE RESPONSIBILITY AND STATUTORY DUTY

- The reduction in protests shows that the Assessor's office is accomplishing our goal of current and correct assessments. Of those 64 protests, 31 protests were agricultural classification issues.
- During the budget process, I had requested the addition of another much-needed employee to assist with this specific voluminous process of assessment in our office, and while denied, I will continue to advocate for this position.
- Total livestock value \$4,971,759/3
- $\$1,657,253 \times 0.011850 = \$19,638.40$
- Total Business Personal Property Taxable Value \$7,569,355
- $\$7,569,355 \times 0.011850 = \$89,696.85$
- Grand Total= \$109,335.25

OFFICE ACCOMPLISHMENT & GOALS

Goals for 2022/2023

- Continued property reassessment while developing land values based on current market sales data;
- Market stratification and development of a true mass appraisal system based on market sales data.
- Continue to develop workflow processes and procedures.
- Collaborate with Eagle view (Pictometry) for a Fall flyover .

OFFICE ACCOMPLISHMENT & GOALS

Residential Appraisal Training and Certification

- The Assessor's office has 3 New Mexico State Certified Appraisers.
- Staff members are working towards certifications with the New Mexico State EDGE program.
- The Appraisal department has members working toward becoming New Mexico State Certified Appraisers and other appraisal designations over the next couple of years.



OFFICE ACCOMPLISHMENT & GOALS

Outreach Opportunities

- Assessor staff members conduct several outreach meetings, some after normal business hours, for the purpose of informing the public on issues relating to property assessments, notices of value, exemptions and benefits.
- The various meetings have been held at:
 - Village of Encino (Town Hall) (1)
 - Mountainair Senior Center(2)
 - Moriarty Senior Center(1)
 - Corona Village Hall (1)
 - Estancia Fire Admin Building (1)
 - Estancia/Mcintosh Senior Centers (2)
- These outreach opportunities are for the purpose of providing information to taxpayers regarding Veterans' Exemptions, Head of Family Exemption, and other taxpayer benefits they may qualify for.



OFFICE ACCOMPLISHMENT & GOALS

State Evaluation

- The Torrance County Assessor's office is continually working with the New Mexico Property Tax Division toward current and correct property valuation as mandated.
- The focus is to:
 - Move from dependence on the cost method of valuation to the sales market approach to valuation;
 - To stratify properties into neighborhoods and value based on current sales data;
 - Continued development and implementation of the reappraisal plan to ensure that property tax assessments are equitable for all property owners.

QUESTIONS?

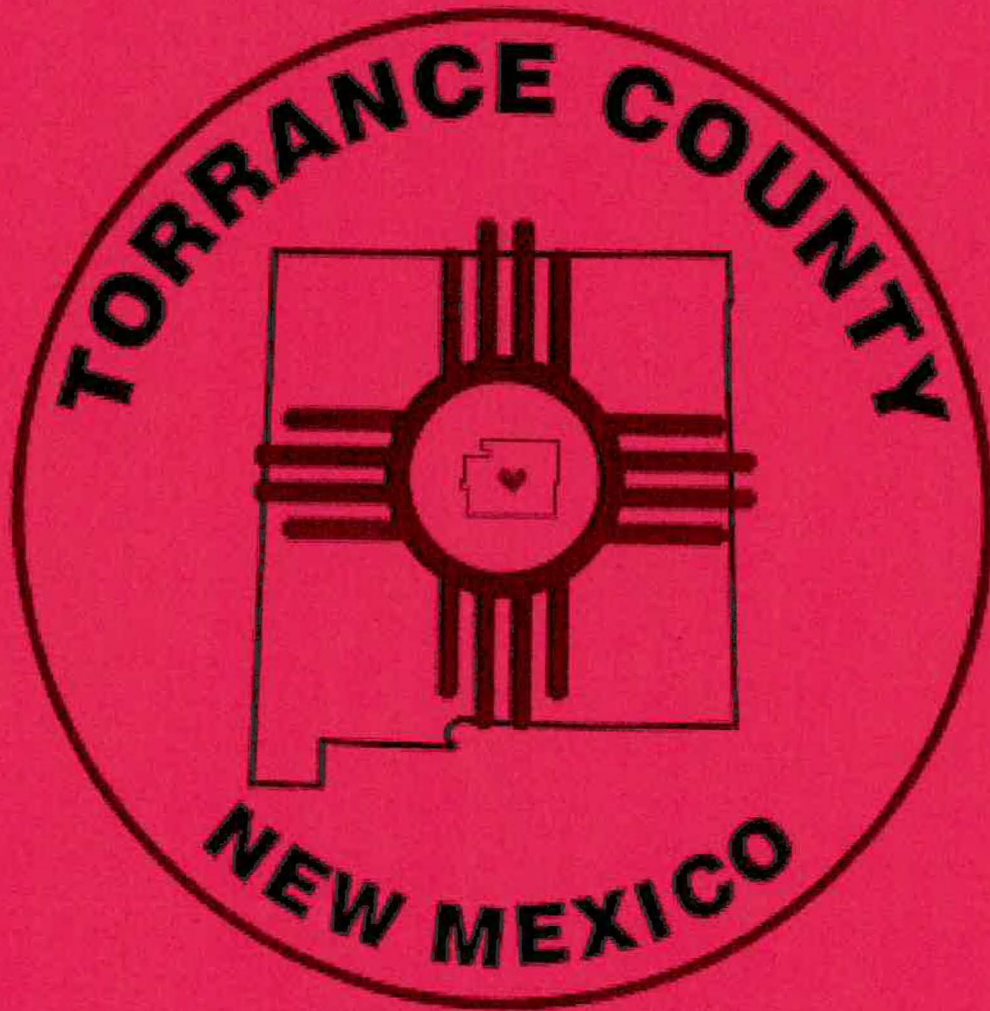




*Agenda Item
No. 13-C*



*Agenda Item
No. 13-D*



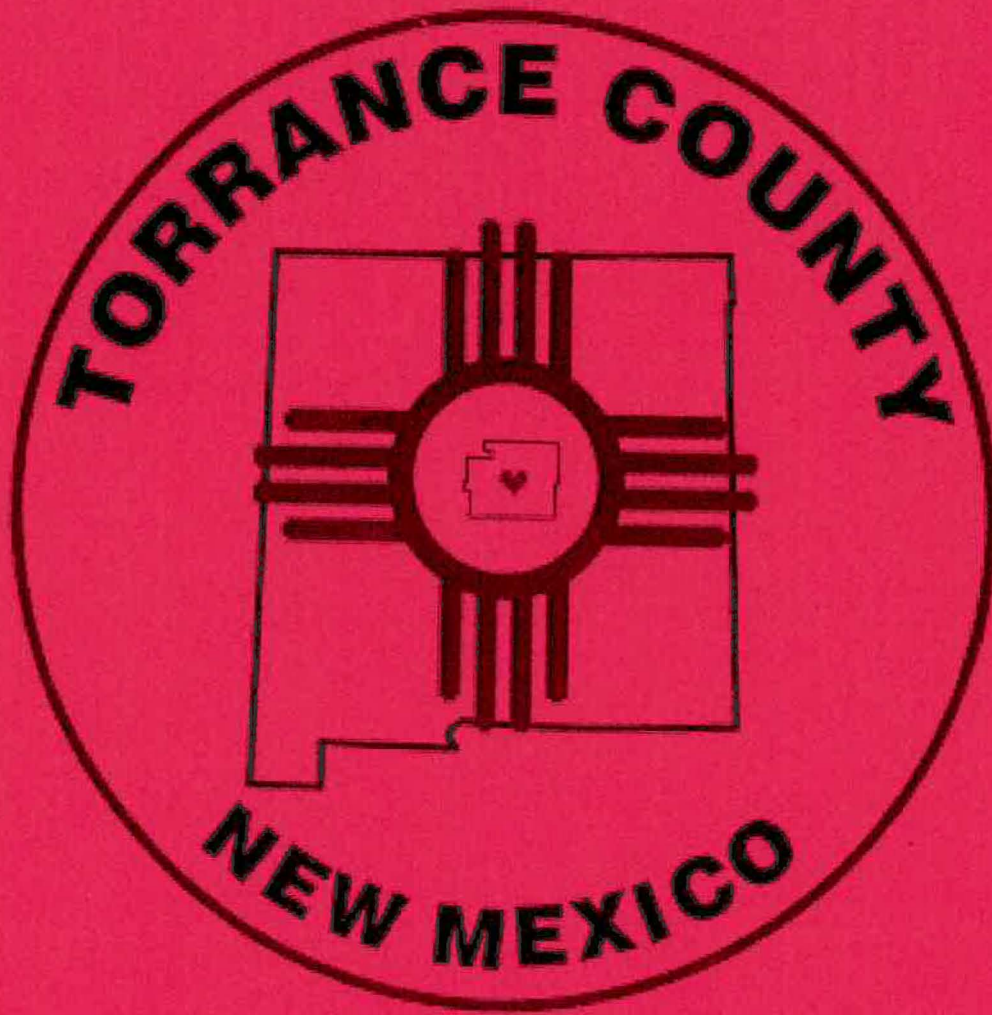
*Agenda Item
No. 13-E*



*Agenda Item
No. 14-A*



*Agenda Item
No. 15*



*Agenda Item
No. 16*



*Agenda Item
No. 17*