

TORRANCE COUNTY
COMMISSION MEETING

August 26, 2020

9:00 A.M.

For Public View
Do Not Remove



Torrance County
BOARD OF COUNTY COMMISSIONERS (BCC)
Kevin McCall, District 1
Ryan Schwebach, District 2
Javier Sanchez, District 3

Janice Barela, Interim County Manager

**ADMINISTRATIVE MEETING
AGENDA**

WEDNESDAY, AUGUST 26, 2020 @ 9:00 AM

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Changes to the Agenda**
- 4. PROCLAMATIONS**
- 5. CERTIFICATES AND AWARDS**
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Motion to approve the August 12, 2020 Torrance County Board of County Commission Minutes.
- 9. APPROVAL OF CONSENT AGENDA**
 - A. FINANCE:** Approval of Payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**
- 12. APPROVALS**
 - A. GRANTS:** Motion to approve the Professional Services Contract, Estancia Valley Youth & Family Council Boys Council Services in Estancia, NM, with Ware Resources, LLC.

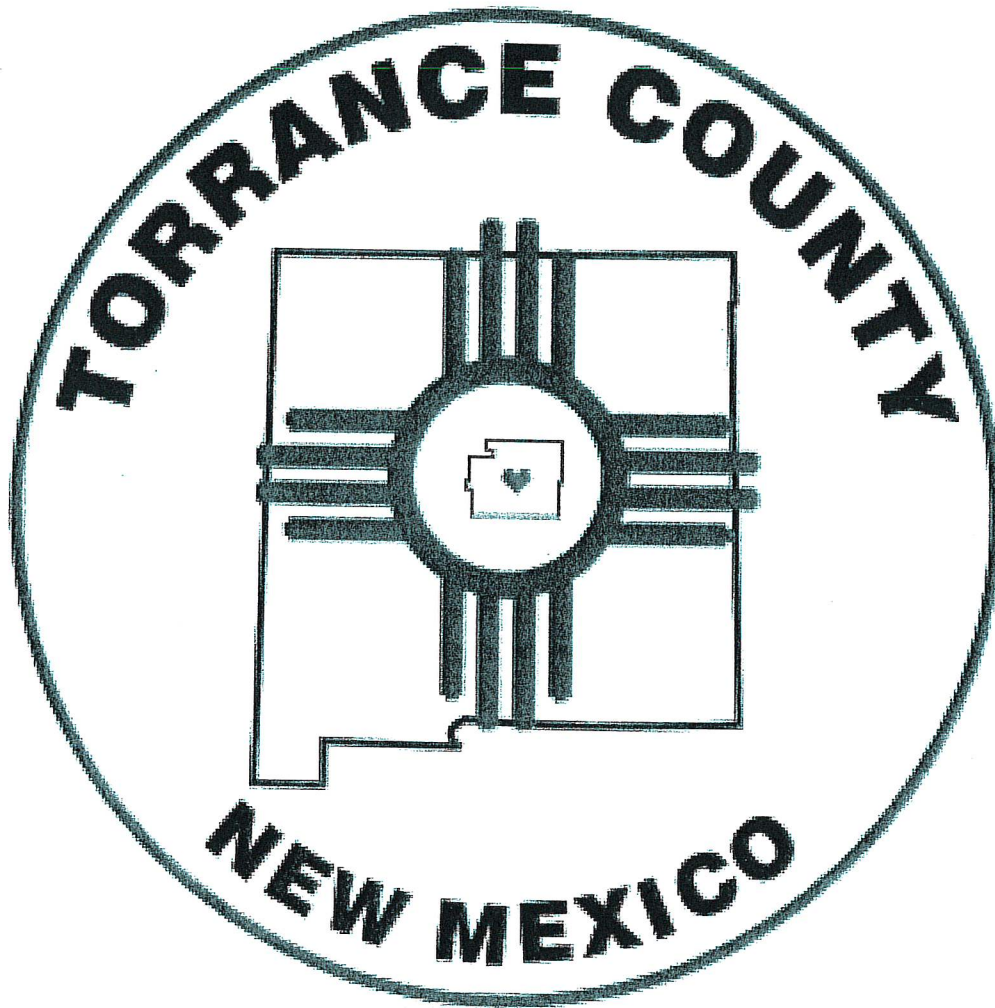
13. DISCUSSION

- A. GRANTS:** Project identification for inclusion in the 2022-2026 Infrastructure Capital Improvement Plan (ICIP).
- B. MANAGER:** Estancia Valley Solid Waste Authority update (EVSWA), Danielle Johnston and Johnny Romero.
- C. FINANCE:** Update of FY2021 Budget Approval from Department of Finance Administration (DFA).
- D. MANAGER:** EMWT update, Bobby Ortiz.
- E. COMMISSION:** Discussion on safety concerns on Lexco Rd, Manny Encinias.

14. EXECUTIVE SESSION

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

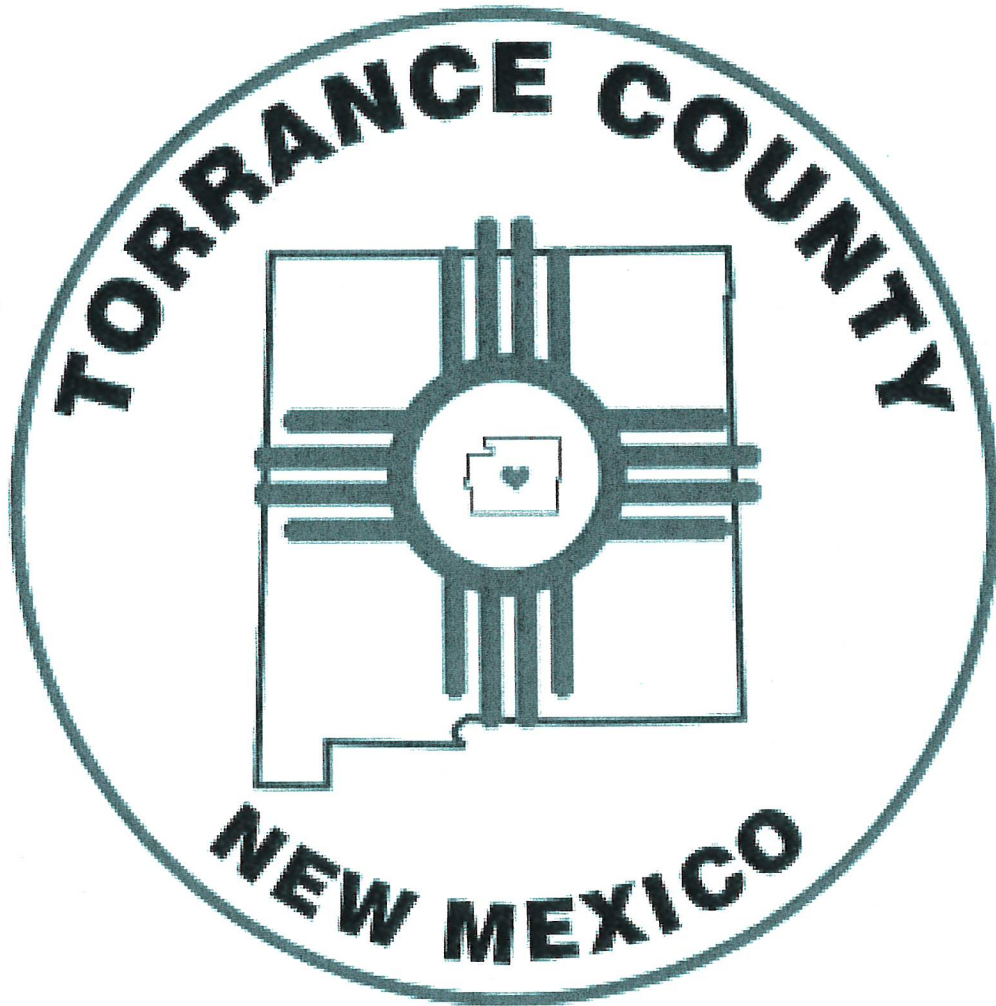
**15. Announcement of the next Board of County Commissioners Meeting:
September 9, 2020 @ 9:00 AM****16. Signing of Official Documents**



*Agenda Item
No. 1*



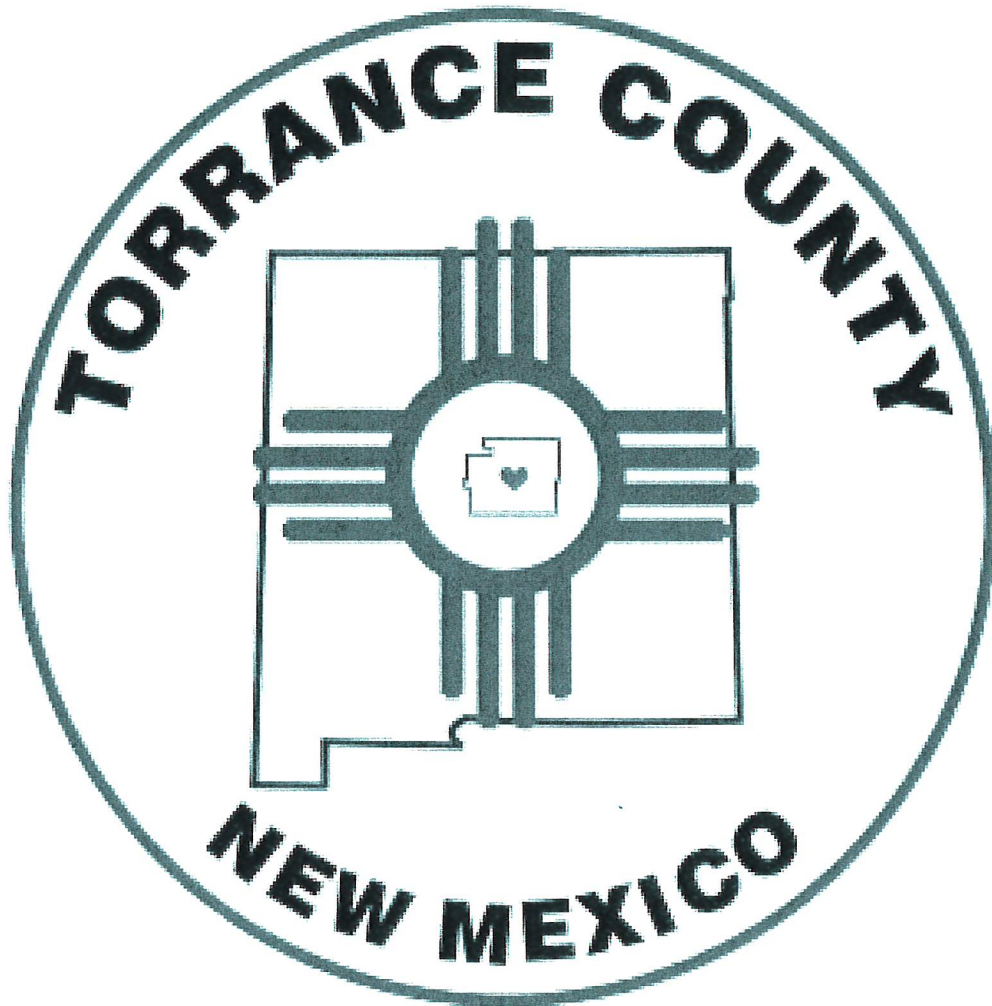
*Agenda Item
No. 3*



*Agenda Item
No. 4*



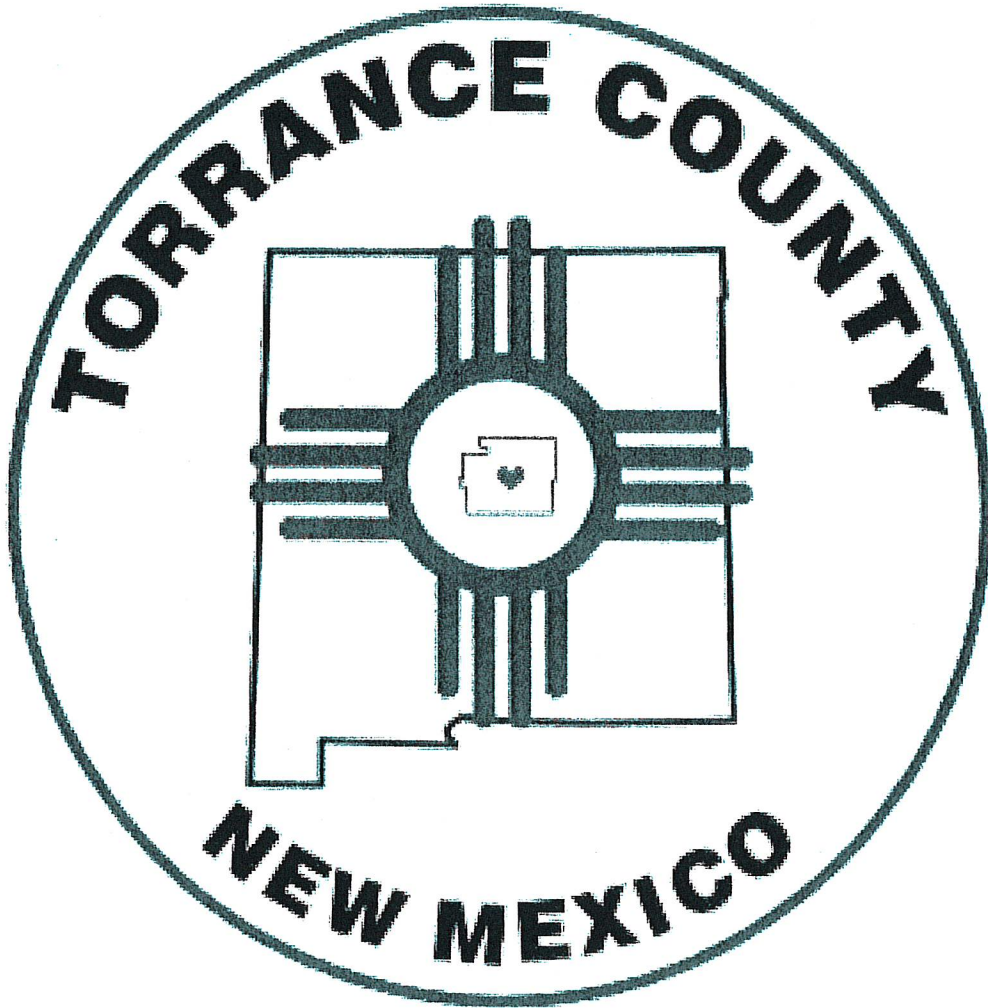
*Agenda Item
No. 5*



*Agenda Item
No. 6*



*Agenda Item
No. 7*



Agenda Item
No. 8-A

**DRAFT COPY
TORRANCE COUNTY BOARD OF COMMISSIONERS
COMMISSION MEETING
AUGUST 12, 2020**

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

OTHERS PRESENT: JANICE BARELA-INTERIM COUNTY MANAGER
JOHN BUTRICK-COUNTY ATTORNEY
LORI ARCHULETA-EXECUTIVE ADMIN. ASST.
SYLVIA CHAVEZ-ADMIN. ASST.

1.) CALL MEETING TO ORDER

Chairman Schwebach calls the April 8, 2020 Commission Meeting to order at 9:00 A.M.

2.) INVOCATION AND PLEDGE

Pledge led by Chairman Schwebach

Invocation led by Commissioner McCall

3.) CHANGES TO THE AGENDA

Madam County Manager Barela is asking that item no. 13-B be moved up on the agenda, Mayor Hart from Moriarty and CERT team members are here to show their support and we would like to accommodate their time.

Chairman Schwebach states that it can be moved up to Public Comment since it is a discussion item.

4.) PROCLAMATIONS

There were no items presented

5.) CERTIFICATES AND AWARDS

There were no items presented

6.) BOARD AND COMMITTEE APPOINTMENTS

There were no items presented

7.) PUBLIC COMMENT and COMMUNICATIONS

Mayor Dial states that he is here to read a portion of the drafted minutes from the last Town Council meeting in Estancia. Mayor Dial mentions that Commissioner Sanchez was informed that he would have to talk during public comment and that no action could be made during public comment. The draft minutes were read into record. *Draft Minutes of the August 3, 2020 Town of Estancia Town Council Meeting hereto attached.* Mayor Dial thanks the Commission for his time.

Albert Lovato, Board of Trustees for the Town of Estancia states that he would like to rebuttal a comment that was made at the Town of Estancia Council meeting about the Town of Estancia being the “weakest link” in the district. Mr. Lovato will rebuttal this comment because he feels it is right for him to stand up for the people he represents. The comment made him analyze why he wanted to represent or be in a leadership role in the Town of Estancia. For him it was the quality of life not only for his family but for every family in the Town. Mr. Lovato feels that the comment that was made is a very deep comment to make, the Town of Estancia is not the weakest link. When he tells people about Estancia, he tells them that Estancia is home to the mile-long yard sale, Old Timers Day, and the countless parades which are held here Not to mention home to the Pumkin Chunkin which is known nationally and home to the Bears. The Town of Estancia has the only public pool, the Town of Estancia has a great collaboration with the school district and with the County. In his opinion, the Town of Estancia has the most beautiful park in all of Torrance County. The Town may have small departments, but those departments work hard, so in rebuttal to the comment made “No we are not the weakest link.”

Vicki Voyles, CERT Team Member states that she is the coordinator for the East Mountain Emergency Response team. The CERT team was created in 2005 and they support the Fire departments, EMS and the EMT’s throughout Torrance County. Over the years they have received supplies to help in their aid in the County, however their supplies are located in different places in the County. Having a specific place to store the supplies would help in their response time. The CERT team is in support of the Emergency Shelter. Ms. Voyles also mentions that CERT would like to start a Teen CERT team, it would work how 4-H does. If a Teen CERT is started, they would need a place for training and the shelter could be a good site for this.

Cheryl Allen, Grant Manager gives an update on the Census, right now they are trying to improve the response here in Torrance County. The deadline for Census is September 30, right now the push is to get businesses involved to help get people to fill out their Census forms. Right now Torrance County is reporting 36.6% complete, so there will be people out in the Communities to try and get people to complete their Census form. NM is reporting at 58.4%, Ms. Allen is encouraging those that have not filled out their Census to do so. It helps with so many different agencies and their funding.

13.) DISCUSSION

B.) MANAGER: Discuss the need for a Torrance County Emergency Shelter in the Northern part of the County

Matt Propp, Emergency Manager states that this project has been a point of discussion for some time now. In the time that it has been discussed it was brought up that it can be an overall shelter. Yes, it will be used during winter storms, but it could also be used for a COVID-19 placement and as a multi-use shelter. Emergency Manager Propp explains that during the winter storms the CERT team, the Lions Club and the Moriarty Civic Center are very helpful and resourceful. He states that at times there may be some delays on getting a shelter in place. This shelter could be used as not a only a shelter but as a training center, EOC and a storage for all the supplies. It will make deployment a lot quicker for all teams involved. E.M. Propp states that this could be used to house people that are positive COVID cases, if an inmate is released from the facility and is positive the facility cannot keep the inmate there even if they have no

place to go. So those individuals end up walking the streets in the communities. So, there is a need for a place to house people who are positive and are also indigent.

Commissioner McCall asks E.M. Propp to elaborate on the need for a regional area shelter.

E.M. Propp explains that Torrance County is in the Estancia health district which includes parts of the Santa Fe public health district. For the area that this covers, Moriarty is centrally located within this district.

Mayor Hart states that he has worked with the CERT team and they are one of the best in the state. Mayor Hart is in full support of the shelter, he has been part of the shelters in place for 22 years and would be happy to see a new facility help when the roads get closed due to winter weather. When this happens, there are usually around 200-300 people needing a place to stay. During the last winter storm, the grocery store ran out of food. The Lions Club, Civic Center and the HS gym were all full but what would happen now during COVID with the restrictions in place. Mayor Hart again expresses his support of this shelter and thanks the Commission for their time.

Commissioner McCall states that this needs to be looked at very carefully, the school may not allow the buildings to be used during a winter storm with COVID being an issue.

Madam County Manager Barela states that in the past Mayor Hart expressed wanting to use the hotels/motels used but with the restrictions in place due to COVID, the hotels/motels don't have their full capacity available, so that is something else to think about as well.

NO ACTION TAKEN, DISCUSSION ONLY

8.) APPROVAL OF MINUTES

A.) COMMISSION: Motion to approve the July 13, 2020 Torrance County Board of County Commission Special Minutes.

ACTION TAKEN: **Chairman Schwebach** makes a motion to approve the July 13, 2020 Special Commission Meeting minutes. **Commissioner McCall** seconds the motion. No further discussion, all in favor. **MOTION CARRIED**

B.) COMMISSION: Motion to approve the July 22, 2020 Torrance County Board of County Commission Regular Minutes.

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

C.) COMMISSION: Motion to approve the July 28, 2020 Torrance County Board of County Commission Special Minutes.

ACTION TAKEN: **Chairman Schwebach** makes a motion to approve the July 28, 2020 Special Commission Meeting minutes. **Commissioner McCall** seconds the motion. No further discussion, all in favor. **MOTION CARRIED**

9.) APPROVAL OF THE CONSENT AGENDA

A.) Finance: Approval of Payables

ACTION TAKEN: **Chairman Schwebach** makes a motion to approve the payables. **Commissioner McCall** seconds the motion. No further discussion, all in favor. **MOTION CARRIED.**

10.) ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE

There were no items presented

11.) ADOPTION OF RESOLUTION

A.) MANAGER: Motion to approve Disposition of Property. Resolution No. 2020-29

ACTION TAKEN: Chairman Schwebach makes a motion to approve Resolution 2020-29. Commissioner McCall seconds the motion. Discussion follows:

Jeremy Oliver, Finance Director explains to the Commission that a while back the Commission approved a policy on disposition of property. This is the first disposition to come forward since the policy was approved. There are 2 vehicles and several computers and cell phones on the list. One vehicle is from the Emergency Manager, which will be sold to Sandoval County for \$20,000.00 and the other vehicle is from the Sheriff's department which is being donated to Mora County, it has no engine. It will cost around \$400.00 to have the hard drives from the computes destroyed.

Commissioner McCall clarifies that they are being destroyed because they are old and outdated?

Mr. Oliver replies, yes, that is correct, it is required to destroy the hard drives just in case there is any confidential information on them.

Chairman Schwebach asks about the \$20,000.00 for the Emergency Manager truck, how did this price come about?

Mr. Oliver explains that the vehicle is an extra vehicle that the Emergency Manager had after he got two vehicles from Bernalillo County.

Noah Sedillo, Chief Procurement Officer explains that per a state statute (which he does not have available with him at the moment) but an appraisal is needed to be done with such an asset. An appraisal on a vehicle would be frivolous, so they used Kelly Blue Book which is fair market value.

Chairman Schwebach states that essentially, we do not need this vehicle nor does another department so that why we can get rid of it.

Noah Sedillo states that is correct and he has driven the vehicle and it is a gas guzzler.

County Attorney John Butrick informs the Commission that due to this resolution not being available for viewing prior to the meeting he will read it into the record, *resolution 2020-29 read into record.*

Resolution hereto attached. No further discussion, all in favor. **MOTION CARRIED.**

B.) FINANCE: Motion to approve 2019 Audit Report. Resolution No. 2020-30

ACTION TAKEN: Chairman Schwebach makes a motion to approve Resolution 2020-30. Commissioner McCall seconds the motion. Discussion follows:

Jeremy Oliver, Finance Director states that this was an oversight, last year then Deputy County Manager Belinda Garland prepared this resolution and it was overlooked by Mr. Oliver. It is required by DFA to be in resolution form.

Resolution hereto attached. No further discussion, all in favor. **MOTION CARRIED.**

C.) GRANTS COORDINATOR: Motion to approve final draft of the Southern Torrance County Economic Development Plan 2020. Resolution No. 2020-31

ACTION TAKEN: Chairman Schwebach makes a motion to approve Resolution 2020-31. Commissioner McCall seconds the motion. Discussion follows:

Cheryl Allen, Grant Manager states that Sites Southwest will do the final presentation of the Southern Economic Development Plan.

Phyllis Taylor Sites Southwest explains that she does not have a formal presentation to give today but in May the draft presentation was done. Ms. Taylor goes over the timeline of the entire project, due to COVID there were extensions given for the project. There 9 individuals that did have comments and changes have been added and an overview from the Land Grant Advisory Committee.

Chairman Schwebach clarifies the changes, the key changes are mid-July, is that what you are referring to?

Ms. Taylor replies, yes, these are changes since May. They have added some common goals ideas that came out of the Land Grant Advisory Committee. There was also some unhappiness of a development of a Southern Economic Development when the County has EVEDA. Ms. Taylor states that in the document they stated the value of having EVEDA but with the small communities in the County EVEDA can not assist with the small businesses. Tourism is also another thing that EVEDA cannot help with and that was one of the things that was brought up in the development of economics in the Southern part of the County. Ms. Taylor states that all comments will be implemented into the document.

Commissioner Sanchez thanks Sites Southwest for the good job on this plan, there some meaningful information in the document and the comments were captured, however Commissioner Sanchez would like some more time to review the plan. He just got the plan on Monday and has not had enough time to go over the plan thoroughly. He would also like to have the partners take a look at it as well, it was a rough road getting to this point and would like to make sure that the plan reflects what the Community's intentions are.

Commissioner McCall states that the next meeting is August 26 and that is cutting it close to the end of this contract.

Chairman Schwebach states that at the last meeting when it was extended, he was happy with the document then.

Ms. Allen would like to add that Sites Southwest did a great job on getting all the information inputted. She states that they just did not prepare a document they prepared a tool that the County can use. The disclaimer in the plan is more like a guidance for the County (*Ms. Allen reads the disclaimer into record*)

Commissioner Sanchez states that he would like some more time and isn't ready to vote on this, he is not against it but just would like some more time.

Madam County Manager Barela reminds the Commission that they passed Roberts rules of Order and every Commissioner must vote, they cannot abstain.

Resolution and plan hereto attached. No further discussion, 2 in favor, Commissioner Sanchez abstains. **MOTION CARRIED.**

D.) FIRE: Motion to approve Resolution lifting burning ban in limited circumstances, Resolution No. 2020-32

Lester Gary, Fire Chief explains to the Commission that back in June Resolution 2020-20 was passed to put in place a ban on all burning. With the amount of rain that the area has gotten, he would like to repeal the ban.

County Attorney Butrick states that this resolution was available to be viewed prior to the packet being ready so he would like to read the resolution into record, *resolution 2020-32 read into record*. Resolution hereto attached. **ACTION TAKEN: Commissioner McCall** makes a motion to approve Resolution 2020-32. **Chairman Schwebach** seconds the motion. No further discussion, all in favor. **MOTION CARRIED.**

12.) APPROVALS

A.) GRANTS COORDINATOR: Motion to approve Amendment No 2, Professional Services Contract, RFP TC-RY20-03, Juvenile Justice Continuum Coordinator

ACTION TAKEN: Chairman Schwebach makes a motion to approve Amendment No. 2 to the Professional Services Contract. **Commissioner McCall** seconds the motion.

Ms. Allen states that this is the Contract for Rebecca Armstrong as the Juvenile Justice Continuum Coordinator. The amendment is for per diem increase in the of \$100.00.

Madam County Manager Barela states that she has been working closely with Ms. Armstrong and she is doing a great job and is a good asset to the County.

Documentation hereto attached. No further discussion, all in favor. **MOTION CARRIED.**

B.) FIRE: Motion to approve Lease Agreement between RGV CASA and Torrance County Fire Department

ACTION TAKEN: Chairman Schwebach makes a motion to approve to approve the Lease agreement between RGV CASA and Torrance County Fire Department. **Commissioner McCall** seconds the motion.

Chief Gary explains to the Commission that when the County bought the building for the Fire Admin offices, there was a tenant that came along with the building. CASA, which is the Court Appointed Special Advocates rents a small space in the building. They have been a great tenant and Chief Gary has met with County Attorney Butrick and the lease is good and ready to go into effect on September 1 and will be renewed on a 3-year basis.

County Attorney Butrick goes over the floor substitutions, which go over the amount of square footage, removes the word "Commercial", price of key replacement and in case of eminent domain.

Commissioner McCall asks about the utilities, for such a small space are all the utilities covered with the rent?

Chief Gary replies, yes, they are, they have their own sign on to the Wi-Fi in the building.

Documentation hereto attached. No further discussion, All in favor. **MOTION CARRIED.**

ACTION TAKEN: Chairman Schwebach makes a motion to enter to a Public Hearing for the ICIP (Infrastructure Capital Improvement Plan). **Commissioner McCall** seconds the motion. No further discussion, all in favor. **MOTION CARRIED.**

13. DISCUSSION

A.) GRANT COORDINATOR: PUBLIC HEARING, regarding the Infrastructure Capital Improvement Plan (ICIP).

Ms. Allen presents the Commission with the FY2022-2026 ICIP for the County, she is asking for guidance in making priorities on the list. Ms. Allen goes over the projects on the list, County Fair Ground Improvements, Road Dept. Shop and New County Government Offices.

Chairman Schwebach states that he thinks the list is spot on and will look over it and can go over any changes at the next meeting and move things around if need be.

2022-2026 ICIP list hereto attached. **DISCUSSION ONLY, NO ACTION WAS TAKEN.**

ACTION TAKEN: Chairman Schwebach makes a motion to adjourn the Public Hearing for the ICIP (Infrastructure Capital Improvement Plan). **Commissioner McCall** seconds the motion. No further discussion, all in favor. **MOTION CARRIED.**

Commissioner Sanchez asks for a moment to address the Commission and respond to Mayor Dial and Trustee Lovato's comments from earlier in the meeting. Commissioner Sanchez agrees that it was a very tense meeting, but despite what happened he still remains and advocate for the Town and for the Community. He hopes to continue the good work that they have begun. Mayor Dial has the best of intentions for his Community as does Commissioner Sanchez. That is why Commissioner Sanchez was at the Town meeting to help the Town with the Southern Torrance County Economic Development. He has expressed regret in how things turned out and hopes they are able to move forward and get back to work on what work has been begun. Commissioner Sanchez considers himself naturally to be from Estancia, he may not have been born here but his sons attend school here and his family owns a business here. He and his wife are the Mardomos for the local Catholic Parish. It goes without saying that they are committed community members. The same intent is shared to have a very prosperous Estancia and as long as he occupies this seat, he will remain committed to Estancia. There was a lot said and a lot omitted but he is sure that was due to the time constraints. He is hopeful that perhaps with time they can reach an understanding amongst them all and he has the best of intentions for Estancia and is hopeful that this will be rectified. Commissioner Sanchez feels with all that being said he imagines that proceeding will unfold according to the rules and regulations. Commissioner Sanchez thanks the Commission for their time.

14.) EXECUTIVE SESSION

A.) COMMISSION: Discuss County Manager position, Closed pursuant to Section 10-15-1 (H)(2).

B.) MANAGER: Purchase of the County Fairgrounds, closed to pursuant to Section 10-15-1 (H)(8).

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

D.) ATTORNEY: Discuss County Attorney contract. Closed pursuant to Section 10-15-1 (H)(2)

ACTION TAKEN: Chairman Schwebach makes a motion to go into Executive Session. Commissioner McCall seconds the motion. Roll call vote: District 1, Yes; District 2, Yes; District 3, Absent. **MOTION CARRIED.**

Reconvened from Executive Session:

ACTION TAKEN: Chairman Schwebach makes a motion to reconvene from Executive Session pursuant to NMSA 1978 10-15-1 (H)(8). Commissioner McCall seconds the motion. Roll Call vote: District 1, Yes, District 2, Yes, District 3, Absent.

Chairman Schwebach states for the record that only items 14- A,B,C & D were discussed in Executive Session pursuant to sections 10-15-1 (H)(2), 10-15-1 (H)(8), 10-15-1 (H)(8) and 10-15-1 (H)(2). Commissioner Sanchez did have to leave but he did call in.

ACTION TAKEN: Chairman Schwebach makes a motion in regard to item 14-A, as directed keep the Manager position open till August 16 and review applications at the following regular meeting during Executive Session. Item 14-B no new direction for the County Fair property, Item 14-C purchase of property for Emergency Management Madam County Manger Barela is directed to move forward as directed. Item 14-D approve the amendment to the County Attorney's contract and give Madam County Manger the authority to sign the amendment. Commissioner McCall seconds the motion.

Commissioner McCall would like to clarify that there was not an increase to the County Attorneys contract, but it was to amend the contract, his leave and other things that the Commission felt was appropriate.

No further discussion, District 1, Yes; District 2, Yes, District 3, Absent. **MOTION CARRIED.**

**15.) Announcement of next Board of County Commissioners Meeting
August 26, 2020 at 9:00 AM in the Commission Chambers**

16.) Signing of Official Documents

***ADJOURN**

ACTION TAKEN: Chairman Schwebach makes a motion to adjourn the August 12, 2020, Commission Meeting Commissioner McCall. seconds the motion. No further discussion, all in favor. **MOTION CARRIED**

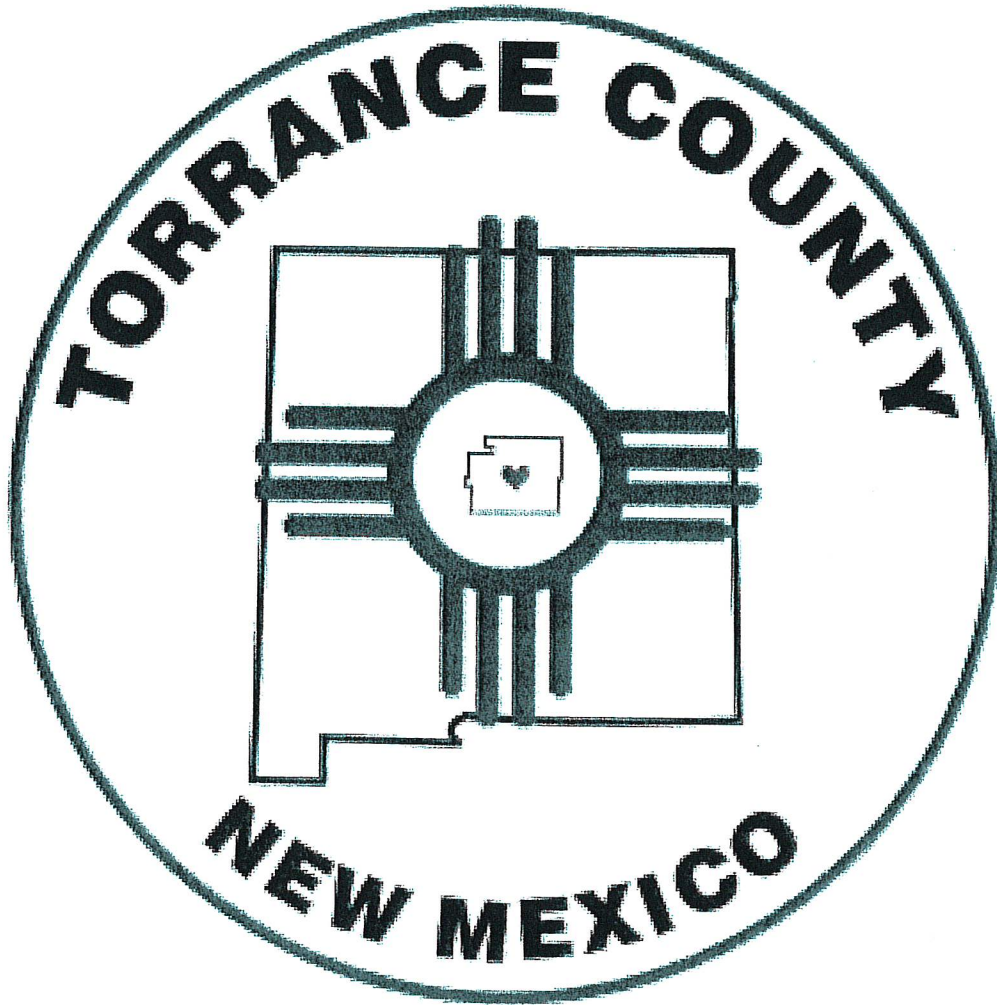
MEETING ADJOURNED AT 12:48 P.M.

Chairman Ryan Schwebach

Sylvia Chavez-Administrative Assistant

Date

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



Agenda Item
No. 9-A

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

TOTAL CHECKS PRINTED 78

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 99,202.17 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 08/20/2020 . WE CERTIFY THAT THE WITHIN NAMED PERSONS ARE LEGALLY ENTITLED UNDER THE CONSTITUTION OF THE STATUTES OF NEW MEXICO TO RECEIVE THE COMPENSATION STATED HEREIN. THAT THE SERVICES HAVE BEEN PERFORMED AS STATED IN THE ACCOUNTS HEREIN, THAT THEY ARE NECESSARY AND PROPER, THAT THIS VOUCHER HAS BEEN EXAMINED, THAT THE AMOUNTS CLAIMED ARE JUST, REASONABLE, AND AS AGREED AND THAT NO PART HAS BEEN PAID BY TORRANCE COUNTY.

SIGNED

ATTEST BY

Kevin McCall

Javier Sanchez

Ryan Schwebach

Linda Jaramillo

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

Tracy L. Sedillo

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	112820	AIRGAS USA LLC	CYLINDER RENT MED/XS OXYGEN	406-91-2230	1781220	08/12/2020		126.88
	126.88		HAZMAT SALES TAX INVOICE#					
	08/13/2020		9972791749 ACCT#2287851					
		STATE FIRE ALLOTMENT	126.88					
=====								
01 R	112821	ALBUQUERQUE IMAGE PRODUCTS	COLOR COPIES OVERAGE AUGUST 2020	401-55-2203	5281220	08/12/2020		7.50
	7.50		INVOICE#IN42706 ACCT#TC10					
	08/13/2020							
		FINANCE DEPARTMENT	7.50					
=====								
01 R	112822	ALBUQUERQUE IMAGE PRODUCTS	CONTRACT OVERAGE CHARGE FOR THE	413-91-2271	8281220	08/13/2020		136.73
	136.73		07/01/2020 TO 07/31/2020					
	08/13/2020		OVERAGE PERIOD TAX INVOICE#					
			IN42703 ACCT#TC04					
		STATE FIRE ALLOTMENT	136.73					
=====								
01 O	112823	ALBUQUERQUE IMAGE PRODUCTS	CONTRACT OVERAGE CHARGE INVOICE	612-20-2203	8681220	08/13/2020		48.78
	48.78		#IN42705 ACCT#TC08					
	08/13/2020							
		COUNTY CLERK	48.78					
=====								
01 O	112824	ALBUQUERQUE OFFICE SYSTEMS	CONFERENCE TABLE	620-94-2218	781220	08/12/2020	35369	500.18
	1814.86		CONFERENCE TABLE POWER MODULE	620-94-2218		/ /	35369	275.65
	08/13/2020		STORAGE CABINET	620-94-2218		/ /	35369	307.13
			72X48 INFINITY BLACK GLASS	620-94-2218		/ /	35369	225.25
			MARKER BOARD				35369	
			PACKAGE OF DRY ERASE MARKERS	620-94-2218		/ /	35369	11.50
			LABOR TO DELIVER AND INSTALL PER	620-94-2218		/ /	35369	459.00
			DRAWING PROVIDED				35369	
			GRT ON LABOR	620-94-2218		/ /	35369	36.15
			INVOICE#8573					
		INFRASTRUCTURE GROSS R	1814.86					
=====								
01 O	112825	AMBITIONS TECHNOLOGY GROUP LLC	BLOCK PURCHASE 8-1-20/8-31-20	401-65-2213	381220	08/12/2020		4847.69
	4847.69		INVOICE#8512					
	08/13/2020							
		OPERATIONS & MAINTENAN	4847.69					
=====								
01 O	112826	AMERICAN PROPERTY CONSULTANTS	&APPRAISAL REPORT IN SUMMARY	620-94-2272	3281220	08/12/2020	35570	2750.00
	2750.00		FORMAT OF INDUSTRIAL BUILDING				35570	
	08/13/2020		ACCT#A20134					
		INFRASTRUCTURE GROSS R	2750.00					
=====								
01 O	112827	AMERIGAS PROPANE LP	TANK RENT MINIMUM-500 GALLON	407-91-2209	7681220	08/13/2020		51.46
	51.46		TANK 07/01/2019-06/30/2020					
	08/13/2020		SITE:102958806 STATE SALES TAX					
			COUNTY SALES TAX CITY SALES					
			TAX CREDITS/ADJUSTMENTS INVOICE#					
			3109912036 ACCT#202680264					
		STATE FIRE ALLOTMENT	51.46					

=====

01 0 112828

BNY MELLON - AS TRUSTEE: SFCAD INMATE HOUSING INVOICE#TOR 7- 420-70-2172

1281220 08/12/2020

1615.00

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
	1615.00		2020					
	08/13/2020							
ADULT INMATE CARE		1615.00						
01 O	112829	CATERPILLAR FINANCIAL SVCS	CORP CONTRACT 001-0767488-000	621-96-2613	2581220	08/12/2020		1782.94
	1782.94		MONTH OF AUGUST 2020					
	08/13/2020							
CAPITAL OUTLAY GROSS R		1782.94						
01 O	112830	CATERPILLAR FINANCIAL SVCS	CORP CONTRACT 001-0768810-000	621-96-2613	5481220	08/12/2020		882.76
	882.76		MONTH OF AUGUST 2020 INVOICE#					
	08/13/2020		21137704 ACCT#24480					
CAPITAL OUTLAY GROSS R		882.76						
01 R	112831	CERVANTES, EUNICE	TRAVEL TO TUCSON AZ INMATE	420-74-2205	5581220	08/12/2020		33.00
	33.00		EXTRADITION RETURN					
	08/13/2020							
TRANSPORTATION OF PRIS		33.00						
01 R	112832	COBURN AUTOMOTIVE & DIESEL	TENDER 3-2	408-91-2201	1581220	08/12/2020	35551	839.30
	1433.67		DIAGNOSE AND REPAIR				35551	
	08/13/2020		TURBO BOOST WASTE VALVE				35551	
			PREVENTATIVE MAINTENANCE		1681220		35521	
			RESCUE 3	408-91-2201		/ /	35521	311.15
			RESCUE 1-2	413-91-2201		/ /	35521	283.22
STATE FIRE ALLOTMENT		1433.67						
01 O	112833	DE LAGE LANDEN FINANCIAL SERVICE	CONTRACT COPY MACHINE LEASE	612-20-2203	2981220	08/12/2020	35396	294.41
	294.41		INVOICE#69027797 ACCT#					
	08/13/2020		25568397					
COUNTY CLERK		294.41						
01 O	112834	DIRECTV, LLC.	BUSINESS SELECT PACK AUGUST 2020	411-92-2271	5181220	08/12/2020		64.35
	64.35		INVOICE#37631380948 ACCT#					
	08/13/2020		069212456					
1/4% FIRE EXCISE TAX		64.35						
01 O	112835	DOUBLE H AUTO	OIL, OIL FILTERS, FUEL FILTERS,		8481220		35442	
	34.49		WIPER BLADES, ANTIFREEZE,				35442	
	08/13/2020		BATTERIES, MISCELLANEOUS ITEMS				35442	
			NEEDED FOR VEHICLE MAINTENANCE				35442	
			/REPAIR				35442	
			JULY, AUGUST, SEPTEMBER 2020				35442	
			INVOICE#500388 ACCT#2927	413-91-2201		/ /	35442	34.49
STATE FIRE ALLOTMENT		34.49						
01 R	112836	DUCHARME, ARTHUR	PLANNING AND ZONING BOARD	401-08-2205	6781220	08/12/2020		61.00
	122.00		MEETING 08/05/2020					
	08/13/2020		PLANNING AND ZONING BOARD	401-08-2205	6881220	08/12/2020		61.00
			MEETING 07/01/2020					

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	112837	EAST MOUNTAIN SURVEYING CO.	SURVEY - CLAIM OF EXEMPTION	401-08-2272	7381220	08/13/2020	35029	3400.00
	3400.00		DIVIDE LOT C				35029	
	08/13/2020		SURVEY - CLAIM OF EXEMPTION				35029	
			CONSOLIDATE LOTS				35029	
			INVOICE#EM.20-18A					
PLANNING & ZONING		3400.00						
01 R	112838	EMW GAS ASSOCIATION	AUGUST GAS BILLING 2020/CLERK	612-20-2308	4581220	08/12/2020		24.00
	157.43		VOTING STORAGE/10-6380-000					
	08/13/2020		JUDICIAL/10-6000-000	401-16-2209		/ /		83.52
			DIST 3 VFD/60-9250-000	408-91-2209		/ /		24.00
			DIST 3 VFD/60-5390-000	408-91-2209		/ /		25.91
COUNTY CLERK	24.00	JUDICIAL COMPLEX MAINT	83.52	STATE FIRE ALLOTMENT	49.91			
01 R	112839	EMW GAS ASSOCIATION	AUGUST GAS BILLING 2020	405-91-2209	4681220	08/12/2020		40.86
	131.37		DIST 5 VFD/71-4510-000					
	08/13/2020		DIST 5 VFD/71-6230-000	405-91-2209		/ /		31.37
			ANIMAL SERVICES/60-0580-010	401-82-2209		/ /		24.44
			FIRE ADMIN/10-6140-001	413-91-2209		/ /		34.70
STATE FIRE ALLOTMENT	106.93	ANIMAL SERVICES	24.44					
01 R	112840	EMW GAS ASSOCIATION	AUGUST GAS BILLING 2020 DIST 6	418-91-2209	4781220	08/12/2020		31.67
	230.73		VFD/30-0500-000					
	08/13/2020		DIST 2 VFD/70-3680-000	406-91-2209		/ /		26.20
			MORIARTY SC/20-2330-010	401-37-2209		/ /		71.68
			ESTANCIA SC/10-5870-010	401-36-2209		/ /		54.18
			HEALTH DEPT/10-1990-010	401-24-2209		/ /		47.00
STATE FIRE ALLOTMENT	57.87	MORIARTY SENIOR CENTER	71.68	ESTANCIA SENIOR CENTER	54.18			
HEALTH DEPT BLDG MAINT	47.00							
01 R	112841	EMW GAS ASSOCIATION	ROAD/10-1860-000/AUGUST GAS	402-61-2209	4881220	08/12/2020		26.30
	157.87		BILLING 2020					
	08/13/2020		ROAD/10-5690-000	402-61-2209		/ /		27.45
			FAIR/10-4090-000	401-53-2209		/ /		24.38
			COURTHOUSE/10-1850-000	401-15-2209		/ /		53.98
			DISPATCH/60-9530-000	911-80-2209		/ /		25.76
COUNTY ROAD SHOP	53.75	COUNTY FAIR	24.38	ADMINISTRATIVE OFFICES	53.98			
911-DISPATCH CENTER	25.76							
01 R	112842	ESTANCIA, TOWN OF	DATE OF SERVICES 06/11/2020 TO	401-53-2210	4181220	08/12/2020		116.48
	1067.26		07/15/2020/FAIR BOARD/291/750					
	08/13/2020		ROAD DEPT/1108	402-61-2210		/ /		180.76
			ADMIN/1112	401-15-2210		/ /		197.51
			JUDICIAL/40	401-16-2210		/ /		246.89
			FIRE ADMIN/1380	413-91-2210		/ /		119.24
			SENIOR CENTER/249	401-36-2210		/ /		113.57
			HEALTH DEPT/373	401-24-2210		/ /		92.81
COUNTY FAIR	116.48	COUNTY ROAD SHOP	180.76	ADMINISTRATIVE OFFICES	197.51			
JUDICIAL COMPLEX MAINT	246.89	STATE FIRE ALLOTMENT	119.24	ESTANCIA SENIOR CENTER	113.57			
HEALTH DEPT BLDG MAINT	92.81							

01 R 112843
17072.37

EVSWA

TORRANCE COUNTY TIPPING FEES
AUGUST 2020 INVOICE#2833

419-05-2292

5081220 08/12/2020

17072.37

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
08/13/2020			ACCT#720970000547					
COUNTY COMMISSION		17072.37						
01 R	112844	FROST, JIM	PLANNING AND ZONING BOARD	401-08-2205	6181220	08/12/2020		61.00
	122.00		MEETING 07/01/2020					
08/13/2020			PLANNING AND ZONING BOARD	401-08-2205	6281220	08/12/2020		61.00
			MEETING 08/05/2020					
PLANNING & ZONING		122.00						
01 O	112845	GRAINGER, INC.	DRY GRANULAR, 10 LB.	407-91-2248	8781220	08/13/2020	35552	25.50
	229.50			406-91-2248		/ /	35552	25.50
08/13/2020				408-91-2248		/ /	35552	25.50
				409-91-2248		/ /	35552	25.50
				405-91-2248		/ /	35552	25.50
			INVOICE#9605401935 ACCT#	418-91-2248		/ /	35552	25.50
			818809576	411-92-2248		/ /	35552	76.50
STATE FIRE ALLOTMENT		153.00	1/4% FIRE EXCISE TAX	76.50				
01 O	112846	GREEN VALLEY PEST MANAGEMENT	MONTHLY PEST CONTROL SERVICE	401-82-2271	8581220	08/13/2020		80.91
	80.91		TAX INVOICE#9240 ACCT#5660					
08/13/2020								
ANIMAL SERVICES		80.91						
01 O	112847	GUSTIN HARDWARE INC.	MISC. ELECTRICAL, PLUMBING,	401-15-2215	881220	08/12/2020	35353	30.43
	37.59		ROOFING & HARDWARE SUPPLIES,				35353	
08/13/2020			FOR BUILDING MAINTENANCE				35353	
			OPEN PO REQUEST FOR ALL COUNTY				35353	
			BUIDING SITES				35353	
			FY 2021				35353	
			INVOICE#241194 & 241202 ACCT#125					
			INVOICE#240637 ACCT#125		7281220		35353	
				401-82-2215		/ /	35353	7.16
			MISC. ELECTRICAL, PLUMBING,				35353	
			ROOFING & HARDWARE SUPPLIES,				35353	
			FOR BUILDING MAINTENANCE				35353	
			OPEN PO REQUEST FOR ALL COUNTY				35353	
			BUIDING SITES				35353	
			FY 2021				35353	
ADMINISTRATIVE OFFICES		30.43	ANIMAL SERVICES	7.16				
01 O	112848	GUSTIN HARDWARE INC.	PAPER TOWELS, SCREW, BOLTED,	402-61-2250	1081220	08/12/2020	35390	837.05
	837.05		INVOICE#8-2-2020 ACCT#126					
08/13/2020								
COUNTY ROAD SHOP		837.05						
01 O	112849	HART'S TRUSTWORTHY HARDWARE	LUMBER, PLUMBING NEEDS, PAINT,	413-91-2215	8381220	08/13/2020	35441	27.35
	27.35		ROLLERS/BRUSHES, CLEANING				35441	
08/13/2020			SUPPLIES, MISCELLANEOUS ITEMS				35441	
			NEEDED FOR BUILDING MAINTENANCE				35441	
			/REPAIR AND SAFETY EQUIPMENT				35441	
			JULY, AUGUST, & SEPTEMBER 2020				35441	

INVOICE#B385676 ACCT#33

STATE FIRE ALLOTMENT 27.35

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	112850	HOMESTEAD WATER CO.	INVOICE DATE 08/01/2020	405-91-2210	4981220	08/12/2020		146.89
	146.89							
	08/13/2020							
		STATE FIRE ALLOTMENT						146.89
01 R	112851	HYDRO RESOLUTIONS LLC	WATER LEVEL TESTING FOR FY21	650-71-2272	7881220	08/13/2020	35540	2620.11
	2620.11		INVOICE#20-07-04					
	08/13/2020							
		WATER BOARD						2620.11
01 O	112852	IRON MOUNTAIN RECORDS MANAGEMENT	MONTHLY STORAGE MICRO FILM	612-20-2203	3081220	08/12/2020	35397	139.91
	139.91		INVOICE#202180927 ACCT#					
	08/13/2020		44033.0NM389					
		COUNTY CLERK						139.91
01 O	112853	LANGELL, GAIL	PLANNING AND ZONING BOARD	401-08-2205	6381220	08/12/2020		61.00
	122.00		MEETING 08/05/2020					
	08/13/2020		PLANNING AND ZONING BOARD	401-08-2205	6481220	08/12/2020		61.00
			MEETING 07/01/2020					
		PLANNING & ZONING						122.00
01 R	112854	LAWSON, HARLAN	PLANNING AND ZONING BOARD	401-08-2205	6581220	08/12/2020		61.00
	122.00		MEETING 08/05/2020					
	08/13/2020		PLANNING AND ZONING BOARD	401-08-2205	6681220	08/12/2020		61.00
			MEETING 07/01/2020					
		PLANNING & ZONING						122.00
01 R	112855	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY IT INTERNET	401-65-2207	2681220	08/12/2020		155.00
	155.00		ACCT#10715					
	08/13/2020							
		OPERATIONS & MAINTENAN						155.00
01 R	112856	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY DISPATCH	911-80-2207	2781220	08/12/2020		137.50
	137.50		INTERNET ACCT#10958					
	08/13/2020							
		911-DISPATCH CENTER						137.50
01 R	112857	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY ANIMAL SERVICES	401-82-2207	2881220	08/12/2020		45.00
	45.00		INTERNET ACCT#12084					
	08/13/2020							
		ANIMAL SERVICES						45.00
01 R	112858	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY FIRE INTERNET	408-91-2207	3181220	08/12/2020		156.15
	550.00		DIST 3					
	08/13/2020		DIST 4	409-91-2207		/ /		119.23
			DIST 5	405-91-2207		/ /		119.23
			DIST 2	406-91-2207		/ /		119.23
			FIRE ADMIN JULY 2020 ACCT#	413-91-2207		/ /		36.16
			10926/138W					

STATE FIRE ALLOTMENT

550.00

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	112859	LYNCH, CATHERINE	PLANNING AND ZONING BOARD	401-08-2205	5981220	08/12/2020		61.00
	122.00		MEETING 07/01/2020					
	08/13/2020		PLANNING AND ZONING BOARD	401-08-2205	6081220	08/12/2020		61.00
			MEETING 08/05/2020					
PLANNING & ZONING		122.00						
01 O	112860	MARLIN BUSINESS BANK	SCANPRO SCANNING SYSTEM DISPATCH	911-80-2203	4481220	08/12/2020		247.28
	247.28		INVOICE DATE 07/24/2020					
	08/13/2020		INVOICE#18250414 ACCT#1441060					
911-DISPATCH CENTER		247.28						
01 O	112861	MOUNTAINAIR, TOWN OF	MONTHLY CHARGES AUGUST 2020	401-24-2210	5381220	08/12/2020		100.52
	207.23		WATER					
	08/13/2020		GAS	401-24-2209		/ /		106.71
HEALTH DEPT BLDG MAINT		207.23						
01 O	112862	NM STATE PRINTING BUREAU	48 COUNT WASHED COTTON DAD CAP	617-52-2257	281220	08/12/2020	35126	747.94
	3508.94		2,000 COUNT HAND SANITIZER	617-52-2257		/ /	35126	2751.00
	08/13/2020		SHIPPING	617-52-2257		/ /	35126	10.00
			INVOICE#07-20-89000					
COMPLETE COUNT		3508.94						
01 O	112863	NMAAO	2020-2021 DUES FOR ASSESSOR'S	401-40-2269	7181220	08/12/2020	35577	100.00
	100.00		AFFILIATE				35577	
	08/13/2020							
COUNTY ASSESSOR		100.00						
01 O	112864	NOBLE SOFTWARE GROUP LLC	DATABASE LICENSES FOR	605-13-2271	181220	08/12/2020	35473	700.00
	700.00		COORDINATOR AND EVALUATOR				35473	
	08/13/2020		INVOICE#1266					
DWI DISTRIBUTION GRANT		700.00						
01 R	112865	NORTHERN TOOL & EQUIPMENT CO	WEBOOST DRIVE SLEEK VEHICLE CELL	406-91-2248	481220	08/12/2020	35449	1550.60
	2847.71		PHONE SIGNAL BOOSTER WITH CRADLE	405-91-2248		/ /	35449	185.30
	08/13/2020		MOUNT	409-91-2248		/ /	35449	185.30
			BRIGGS AND STRATTON 18.0	413-91-2248		/ /	35449	926.51
			GROSS HP VANGUARD ENGINE WITH A				35449	
			1 INCH DIAMETER BY 2-29/32				35449	
			INCH LENGTH CRANKSHAFT				35449	
			INVOICE#45670430/45678636					
			ACCT#12427432					
STATE FIRE ALLOTMENT		2847.71						
01 R	112866	NORTHERN TOOL & EQUIPMENT CO	TROY-BILT BRONCO 46X RIDING	406-91-2248	681220	08/12/2020	35482	1682.50
	3365.00		LAWN MOWER 547CC TROY-BILT OHV	411-92-2248		/ /	35482	1682.50
	08/13/2020		ENGINE, 46IN, DECK MODEL#				35482	
			13A878BT066				35482	
			W/ LIFT GATE DROP SHIP				35482	
			INVOICE#45660827 ACCT#12427432					

STATE FIRE ALLOTMENT 1682.50 1/4% FIRE EXCISE TAX 1682.50

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CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	112867	ORKIN INC.	PC SERVICE JULY 2020 INVOICE#	401-16-2203	3381220	08/12/2020		118.66
	118.66		201048916 ACCT#31550882					
	08/13/2020							
		JUDICIAL COMPLEX MAINT						118.66
=====								
01 O	112868	ORKIN INC.	PC SERVICE JULY 2020 INVOICE#	911-80-2215	3481220	08/12/2020		150.84
	150.84		201048094 ACCT#25640741					
	08/13/2020							
		911-DISPATCH CENTER						150.84
=====								
01 O	112869	ORKIN INC.	PC SERVICE JULY 2020 INVOICE#	401-10-2271	3581220	08/12/2020		84.96
	84.96		201048915 ACCT#25640741					
	08/13/2020							
		COUNTY MANAGER						84.96
=====								
01 O	112870	PITNEY BOWES PURCHASE POWER	POSTAGE REFILL 07/02/2020	401-10-2206	8181220	08/13/2020		1044.99
	1044.99		ACCT#8000-9090-0137-3179					
	08/13/2020							
		COUNTY MANAGER						1044.99
=====								
01 R	112871	PLATEAU WIRELESS	LARGE BUSINESS BLAZE INTERNET	413-91-2207	2481220	08/12/2020		1297.28
	1667.31		SERVICES FIRE ADMIN					
	08/13/2020		IT/AUGUST 2020 ACCT#3061934	401-65-2207		/ /		370.03
		STATE FIRE ALLOTMENT	OPERATIONS & MAINTENAN	370.03				
=====								
01 R	112872	PLATEAU WIRELESS	LANDLINE CHARGES INTERNET	407-91-2207	3681220	08/12/2020		140.74
	140.74		SERVICES JULY 2020/575-584-2244					
	08/13/2020		ACCT#2211365					
		STATE FIRE ALLOTMENT						140.74
=====								
01 O	112873	SAMBA HOLDINGS, INC.	DL MONITORING & BACKGROUND CHECK	413-91-2271	581220	08/12/2020	35408	334.64
	334.64		INVOICE#INV00405036 ACCT#					
	08/13/2020		M00004795					
		STATE FIRE ALLOTMENT						334.64
=====								
01 O	112874	SAMBA HOLDINGS, INC.	DRIVER'S LICENSE MONITORING	401-10-2271	7081220	08/12/2020	35433	322.56
	322.56		INVOICE#00404866					
	08/13/2020							
		COUNTY MANAGER						322.56
=====								
01 R	112875	SENERGY PETROLEUM, LLC	FUEL INVOICE#07/15/2020	402-60-2202	5781220	08/12/2020		16955.78
	16955.78		ACCT#TCROAD					
	08/13/2020							
		COUNTY ROAD DEPARTMENT						16955.78
=====								
01 O	112876	SIDDONS-MARTIN EMERGENCY GROUP	TENDER 5		1481220		35509	
	2371.35		MAJOR PM LABOR	405-91-2201		/ /	35509	1520.83
	08/13/2020		PARTS	405-91-2201		/ /	35509	551.35
			SHOP SUPPLIES	405-91-2201		/ /	35509	124.33

NMGR
INVOICE#12406871

405-91-2201

/ /

35509

174.84

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
		STATE FIRE ALLOTMENT						2371.35
=====								
01 R	112877	SOUTHWEST COPY SYSTEMS	COPIER OVERAGES & GRT FOR	401-30-2221	1981220	08/12/2020	35328	45.50
	45.50		FY2021				35328	
	08/13/2020		INVOICE#438977 ACCT#CO28					
		COUNTY TREASURER						45.50
=====								
01 R	112878	SOUTHWEST COPY SYSTEMS	COPIER OVERAGES & GRT FOR	401-30-2221	5881220	08/12/2020	35328	35.61
	35.61		INVOICE#438977 ACCT#CO28					
	08/13/2020							
		COUNTY TREASURER						35.61
=====								
01 O	112879	SOUTHWEST PROPANE LLC	ANNUAL TANK RENT 28 BRYANT	406-91-2209	1381220	08/12/2020		89.00
	89.00		ROAD EDGEWOOD NM 87015					
	08/13/2020		9SE086148 INVOICE#00270					
			ACCT#01-03654					
		STATE FIRE ALLOTMENT						89.00
=====								
01 O	112880	STAPLES BUSINESS ADVANTAGE	BILL COUNTER CLEANING PADS	401-30-2219	2081220	08/12/2020	35385	73.62
	149.32		CHECK SCANNER CLEANING KIT	401-30-2219		/ /	35385	75.70
	08/13/2020		INVOICE#351458541/351291044					
			ACCT#394849					
		COUNTY TREASURER						149.32
=====								
01 O	112881	STAPLES BUSINESS ADVANTAGE	CLEANING SUPPLIES, MONITOR STAND	401-30-2219	2181220	08/12/2020	35558	434.83
	434.83		S, BUSINESS CARD STOCK, SURGE				35558	
	08/13/2020		PROTECTORS AND ORGANIZERS				35558	
			ACCT#394849					
		COUNTY TREASURER						434.83
=====								
01 O	112882	STAPLES BUSINESS ADVANTAGE	SEVILLE AIRLIFT 35.4" STANDING	609-30-2219	2281220	08/12/2020	35501	136.94
	136.94		DESK				35501	
	08/13/2020		PLANNER NOTEPRO, BLACK				35501	
			HAND SANITIZER, PENCIL POUCHES				35501	
			ACCT#394849					
		COUNTY TREASURER						136.94
=====								
01 O	112883	STAPLES BUSINESS ADVANTAGE	BLUE PENS, TAPE DISPENSER,	401-10-2219	2381220	08/12/2020	35536	20.46
	20.46		LAPTOP CASE, NOTEBOOKS.				35536	
	08/13/2020		ACCT#394849					
		COUNTY MANAGER						20.46
=====								
01 O	112884	STAPLES BUSINESS ADVANTAGE	HAND SANITIZER	401-55-2219	3781220	08/12/2020	35503	3.32
	3.32		KLEENEX				35503	
	08/13/2020		ENVELOPE OPENER/NOTEBOOK				35503	
			STAPLES/FOLDERS				35503	
			INVOICE#3452363128 ACCT#DAL					
			70109685					
		FINANCE DEPARTMENT						3.32

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01 O 112885

STAPLES BUSINESS ADVANTAGE

HAND SANITIZER

401-55-2219

5681220 08/12/2020

35503

158.95

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
	158.95		INVOICE#3451854780/3451854781					
	08/13/2020		ACCT#DAL 70109685					
FINANCE DEPARTMENT		158.95	=====					
01 O	112886	STAPLES BUSINESS ADVANTAGE	SALES ORDER BOOKS	401-50-2219	6981220	08/12/2020	35445	17.76
	287.56		DIGIT DESKTOP CALCULATORS	401-50-2219		/ /	35445	24.78
	08/13/2020		PRESENTER W/ LASER POINTER	401-50-2219		/ /	35445	39.00
			12 CT. HAND SANITIZER	401-50-2219		/ /	35445	131.73
			100 PK DVD SLEEVES	401-50-2219		/ /	35445	14.37
			6 PK AIR DUSTER	401-50-2219		/ /	35445	59.92
			INVOICE#3451367306/3451367308					
			ACCT#70109685					
COUNTY SHERIFF		287.56	=====					
01 O	112887	STAPLES BUSINESS ADVANTAGE	PACIFIC BLUE SELECT MULTIFOLD	413-91-2219	7781220	08/13/2020	35448	63.26
	310.03		PAPER TOWELS			/ /	35448	
	08/13/2020		CARD STOCK CLASSIFICATION FOLDER	413-91-2219		/ /	35448	94.77
			LETTER SIZE			/ /	35448	
			FILE FOLDERS 1/3 CUT, LETTER	413-91-2219		/ /	35448	71.70
			SIZE			/ /	35448	
			POST-IT POP UP NOTES 3"X3"	413-91-2219		/ /	35448	17.66
			PAPER CLIPS, 1,000/PK	413-91-2219		/ /	35448	7.48
			COPPERTOP ALKALINE BATTERY, AAA,	413-91-2219		/ /	35448	55.16
			36 PACK				35448	
			INVOICE#343451458544/3451458545					
			ACCT#394849					
STATE FIRE ALLOTMENT		310.03	=====					
01 O	112888	STAPLES BUSINESS ADVANTAGE	AVERY ADDRESS LABELS	401-21-2219	7981220	08/13/2020	35474	46.80
	345.02		STAPLES 6X9 ENVELOPES	401-21-2219		/ /	35474	42.48
	08/13/2020		SCOTCH TAPE	401-21-2219		/ /	35474	16.24
			NOTE PADS	401-21-2219		/ /	35474	22.28
			STAPLES OPTI FLOW PENS	401-21-2219		/ /	35474	30.90
			STAPLES OPTI FLOW FINE TIP PENS	401-21-2219		/ /	35474	11.91
			STAPLES COPY PAPER	401-21-2219		/ /	35474	62.60
			POP-UP STICKY	401-21-2219		/ /	35474	14.26
			POP-UP STICKY	401-21-2219		/ /	35474	12.54
			MAXWELL CD-R	401-21-2219		/ /	35474	40.65
			POST-IT NOTES	401-21-2219		/ /	35474	17.08
			LAPTOP CASE	401-21-2219		/ /	35474	27.28
			ACCT#394849					
ELECTIONS		345.02	=====					
01 R	112889	THE SIDWELL COMPANY	WEB HOSTING ANNUAL FEE:	675-07-2203	7481220	08/13/2020		252.00
	4752.00		ADDITIONAL LAYER INVOICE#					
	08/13/2020		MN00000682 ACCT#TOR4989001					
			WEB HOSTING ANNUAL FEE:PORTICO	675-07-2203	7581220	08/13/2020		4500.00
			INVOICE#MN00000682 ACCT#					
			TOR4989001					
RURAL ADDRESSING		4752.00	=====					
01 O	112890	TJ ENTERPRISES AUTO SUPPLY	INVOICE#END 7-31-2020 ACCT#	402-60-2244	1181220	08/12/2020	35407	4725.08
	4725.08							

08/13/2020

1187

COUNTY ROAD DEPARTMENT 4725.08

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount	
01 O	112891	TJ ENTERPRISES AUTO SUPPLY	WIPER BLADES REF PO#35361	401-30-2201	1881220	08/12/2020		11.42	
	11.42		ORIGINAL BLADES WRONG SIZE						
	08/13/2020		RETURNED AFTER ALREADY PAID NEW						
			WIPERS COST MORE INVOICE#054292						
			ACCT#1180						
		COUNTY TREASURER	11.42						
01 R	112892	TLC PLUMBING & UTILITY	DIAGNOSE AND REPAIR	401-15-2215	981220	08/12/2020	35611	1334.64	
	1334.64		3 SWAMP COOLERS AT THE				35611		
	08/13/2020		MCINTOSH SENIOR CENTER				35611		
			INVOICE#SM52727201 ACCT#21945						
		ADMINISTRATIVE OFFICES	1334.64						
01 O	112893	TRIADIC INC.	CONTRACT SERVICES JULY 2020	401-65-2213	4281220	08/12/2020		4274.48	
	4599.24		IT						
	08/13/2020		CLERK	612-20-2203		/ /		162.38	
			TREASURER ACCT#1425	401-30-2203		/ /		162.38	
		OPERATIONS & MAINTENAN	4274.48	COUNTY CLERK	162.38	COUNTY TREASURER	162.38		
01 O	112894	UNIVERSAL BACKGROUND SCREENING	PRE-EMPLOYMENT BACKGROUND CHECK	401-10-2271	8081220	08/13/2020	35401	305.81	
	305.81		INVOICE#202007013415						
	08/13/2020								
		COUNTY MANAGER	305.81						
01 O	112895	WASTE MANAGEMENT OF NM INC.	DUMPSTER CHARGES FOR ANIMAL	401-82-2210	3881220	08/12/2020		138.16	
	974.91		SERVICES 751 SALT MISSION TRL						
	08/13/2020		INVOICE DATE 07/27/2020						
			ACCT#9-35442-03003						
			DUMPSTER CHARGES FOR DIST 5 VFD	405-91-2210	3981220	08/12/2020		392.83	
			SERVICES 44 CARL CANNON RD						
			INVOICE DATE 07/27/2020 ACCT#						
			18-98130-33003						
			DUMPSTER CHARGES FOR DIST 3 VFD	408-91-2210	4081220	08/12/2020		443.92	
			SERVICES 753 SALT MISSION TRL						
			INVOICE DATE 07/27/2020						
			ACCT#2-08123-14009						
		ANIMAL SERVICES	138.16	STATE FIRE ALLOTMENT	836.75				
01 R	112896	WILLARD, VILLAGE OF	MONTHLY CHARGES 06/25/2020 TO	418-91-2210	4381220	08/12/2020		56.18	
	56.18		07/28/2020 WATER/SEWER ACCT#						
	08/13/2020		310.01						
		STATE FIRE ALLOTMENT	56.18						
01 O	112897	HOLBROOK, KEITH J.	RETAINER PROFESIONAL SERVICES	401-05-2272	181320	08/13/2020	35643	2500.00	
	2500.00		CONTRACT CORECIVIC APPRAISAL				35643		
	08/13/2020		REMAINING AMOUNT DUE FOR				35643		
			CORECIVIC FACILITY APPRAISAL				35643		
		COUNTY COMMISSION	2500.00						
		78	99202.17 / /	TOTAL					

DEBITS CREDITS

** GRAND TOTAL **		99,202.17	.00
**TOTAL	GENERAL FUND	22,766.02	.00
**DEPT	COUNTY COMMISSION	2,500.00	.00
401-05-2272	CONTRACT - PROFESSIONAL SERVICES	2,500.00	.00
**DEPT	PLANNING & ZONING	4,010.00	.00
401-08-2205	TRAVEL - EMPLOYEES	610.00	.00
401-08-2272	CONTRACT - PROFESSIONAL SERVICES	3,400.00	.00
**DEPT	COUNTY MANAGER	1,778.78	.00
401-10-2206	POSTAGE	1,044.99	.00
401-10-2219	SUPPLIES - GENERAL OFFICE	20.46	.00
401-10-2271	CONTRACT - OTHER SERVICES	713.33	.00
**DEPT	ADMINISTRATIVE OFFICES MAINTENAN	1,616.56	.00
401-15-2209	UTILITIES - NATURAL GAS/PROPANE	53.98	.00
401-15-2210	UTILITIES - WATER	197.51	.00
401-15-2215	MAINTENANCE & REPAIRS-BUILD/STRU	1,365.07	.00
**DEPT	JUDICIAL COMPLEX MAINTENANCE	449.07	.00
401-16-2203	CONTRACTS - EQUIPMENT MAINT	118.66	.00
401-16-2209	UTILITIES - NATURAL GAS/PROPANE	83.52	.00
401-16-2210	UTILITIES - WATER	246.89	.00
**DEPT	ELECTIONS	345.02	.00
401-21-2219	SUPPLIES - GENERAL OFFICE	345.02	.00
**DEPT	HEALTH DEPT BLDG MAINTENANCE	347.04	.00
401-24-2209	UTILITIES - NATURAL GAS/PROPANE	153.71	.00
401-24-2210	UTILITIES - WATER	193.33	.00
**DEPT	COUNTY TREASURER	839.06	.00
401-30-2201	MAINTENANCE & REPAIRS - VEHICLES	11.42	.00
401-30-2203	CONTRACTS - EQUIPMENT MAINT	162.38	.00
401-30-2219	SUPPLIES - GENERAL OFFICE	584.15	.00
401-30-2221	PRINTING/PUBLISHING/ADVERTISING	81.11	.00
**DEPT	ESTANCIA SENIOR CENTER MAINT	167.75	.00
401-36-2209	UTILITIES - NATURAL GAS/PROPANE	54.18	.00
401-36-2210	UTILITIES - WATER	113.57	.00
**DEPT	MORIARTY SENIOR CENTER MAINT	71.68	.00
401-37-2209	UTILITIES - NATURAL GAS/PROPANE	71.68	.00
**DEPT	COUNTY ASSESSOR	100.00	.00
401-40-2269	SUBSCRIPTIONS/DUES/FEES	100.00	.00
**DEPT	COUNTY SHERIFF	287.56	.00
401-50-2219	SUPPLIES - GENERAL OFFICE	287.56	.00
**DEPT	COUNTY FAIR	140.86	.00
401-53-2209	UTILITIES - NATURAL GAS/PROPANE	24.38	.00
401-53-2210	UTILITIES - WATER	116.48	.00
**DEPT	FINANCE DEPARTMENT	169.77	.00
401-55-2203	CONTRACTS - EQUIPMENT MAINT	7.50	.00

401-55-2219

SUPPLIES - GENERAL OFFICE

162.27

.00

=====
**DEPT

OPERATIONS & MAINTENANCE

9,647.20

.00

DEBITS CREDITS

401-65-2207	TELECOMMUNICATIONS	525.03	.00
401-65-2213	CONTRACT - IT SERVICES	9,122.17	.00
=====			
**DEPT	ANIMAL SERVICES	295.67	.00
401-82-2207	TELECOMMUNICATIONS	45.00	.00
401-82-2209	UTILITIES - NATURAL GAS/PROPANE	24.44	.00
401-82-2210	UTILITIES - WATER	138.16	.00
401-82-2215	MAINTENANCE & REPAIRS-BUILD/STRU	7.16	.00
401-82-2271	CONTRACT - OTHER SERVICES	80.91	.00
=====			
**TOTAL	ROAD FUND	22,752.42	.00
=====			
**DEPT	COUNTY ROAD DEPARTMENT	21,680.86	.00
402-60-2202	SUPPLIES - VEHICLE FUEL	16,955.78	.00
402-60-2244	MAINTENANCE & REPAIRS-MACHINERY	4,725.08	.00
=====			
**DEPT	COUNTY ROAD SHOP	1,071.56	.00
402-61-2209	UTILITIES - NATURAL GAS/PROPANE	53.75	.00
402-61-2210	UTILITIES - WATER	180.76	.00
402-61-2250	SUPPLIES - SHOP	837.05	.00
=====			
**TOTAL	DISTRICT 5 VFD	3,313.33	.00
=====			
**DEPT	STATE FIRE ALLOTMENT	3,313.33	.00
405-91-2201	MAINTENANCE & REPAIRS - VEHICLES	2,371.35	.00
405-91-2207	TELECOMMUNICATIONS	119.23	.00
405-91-2209	UTILITIES - NATURAL GAS/PROPANE	72.23	.00
405-91-2210	UTILITIES - WATER	539.72	.00
405-91-2248	SUPPLIES - SAFETY	210.80	.00
=====			
**TOTAL	DISTRICT 2 VFD	3,619.91	.00
=====			
**DEPT	STATE FIRE ALLOTMENT	3,619.91	.00
406-91-2207	TELECOMMUNICATIONS	119.23	.00
406-91-2209	UTILITIES - NATURAL GAS/PROPANE	115.20	.00
406-91-2230	SUPPLIES - MEDICAL	126.88	.00
406-91-2248	SUPPLIES - SAFETY	3,258.60	.00
=====			
**TOTAL	DISTRICT 1 VFD	217.70	.00
=====			
**DEPT	STATE FIRE ALLOTMENT	217.70	.00
407-91-2207	TELECOMMUNICATIONS	140.74	.00
407-91-2209	UTILITIES - NATURAL GAS/PROPANE	51.46	.00
407-91-2248	SUPPLIES - SAFETY	25.50	.00
=====			
**TOTAL	DISTRICT 3 VFD	1,825.93	.00
=====			
**DEPT	STATE FIRE ALLOTMENT	1,825.93	.00
408-91-2201	MAINTENANCE & REPAIRS - VEHICLES	1,150.45	.00
408-91-2207	TELECOMMUNICATIONS	156.15	.00
408-91-2209	UTILITIES - NATURAL GAS/PROPANE	49.91	.00
408-91-2210	UTILITIES - WATER	443.92	.00
408-91-2248	SUPPLIES - SAFETY	25.50	.00
=====			
**TOTAL	DISTRICT 4 VFD	330.03	.00
=====			
**DEPT	STATE FIRE ALLOTMENT	330.03	.00
409-91-2207	TELECOMMUNICATIONS	119.23	.00
409-91-2248	SUPPLIES - SAFETY	210.80	.00

=====
**TOTAL

COUNTY FIRE PROTECTION FUND

1,823.35

.00

DEBITS

CREDITS

**DEPT	1/4% FIRE EXCISE TAX	1,823.35	.00
411-92-2248	SUPPLIES - SAFETY	1,759.00	.00
411-92-2271	CONTRACT - OTHER SERVICES	64.35	.00
**TOTAL	FIRE DEPARTMENT ADMIN	3,540.35	.00
**DEPT	STATE FIRE ALLOTMENT	3,540.35	.00
413-91-2201	MAINTENANCE & REPAIRS - VEHICLES	317.71	.00
413-91-2207	TELECOMMUNICATIONS	1,333.44	.00
413-91-2209	UTILITIES - NATURAL GAS/PROPANE	34.70	.00
413-91-2210	UTILITIES - WATER	119.24	.00
413-91-2215	MAINTENANCE & REPAIRS-BUILD/STRU	27.35	.00
413-91-2219	SUPPLIES - GENERAL OFFICE	310.03	.00
413-91-2248	SUPPLIES - SAFETY	926.51	.00
413-91-2271	CONTRACT - OTHER SERVICES	471.37	.00
**TOTAL	DISTRICT 6 VFD	113.35	.00
**DEPT	STATE FIRE ALLOTMENT	113.35	.00
418-91-2209	UTILITIES - NATURAL GAS/PROPANE	31.67	.00
418-91-2210	UTILITIES - WATER	56.18	.00
418-91-2248	SUPPLIES - SAFETY	25.50	.00
**TOTAL	EVSWA CONTRACT	17,072.37	.00
**DEPT	COUNTY COMMISSION	17,072.37	.00
419-05-2292	EVSWA TIPPING FEES	17,072.37	.00
**TOTAL	JAIL FUND	1,648.00	.00
**DEPT	ADULT INMATE CARE	1,615.00	.00
420-70-2172	CARE OF INMATES	1,615.00	.00
**DEPT	TRANSPORTATION OF PRISONERS	33.00	.00
420-74-2205	TRAVEL - EMPLOYEES	33.00	.00
**TOTAL	DWI PROGRAM FUND	700.00	.00
**DEPT	DWI DISTRIBUTION GRANT FY19	700.00	.00
605-13-2271	CONTRACT - OTHER SERVICES	700.00	.00
**TOTAL	TREASURER'S FEE	136.94	.00
**DEPT	COUNTY TREASURER	136.94	.00
609-30-2219	SUPPLIES - GENERAL OFFICE	136.94	.00
**TOTAL	CLERK'S EQUIPMENT FUND	669.48	.00
**DEPT	COUNTY CLERK	669.48	.00
612-20-2203	CONTRACTS - EQUIPMENT MAINT	645.48	.00
612-20-2308	VOTING MACHINE STORAGE	24.00	.00
**TOTAL	COMPLETE COUNT GRANT	3,508.94	.00
**DEPT	COMPLETE COUNT	3,508.94	.00
617-52-2257	SUPPLIES - OUTREACH MATERIALS	3,508.94	.00
**TOTAL	COUNTY INFRASTRUCTURE GRT	4,564.86	.00

**DEPT

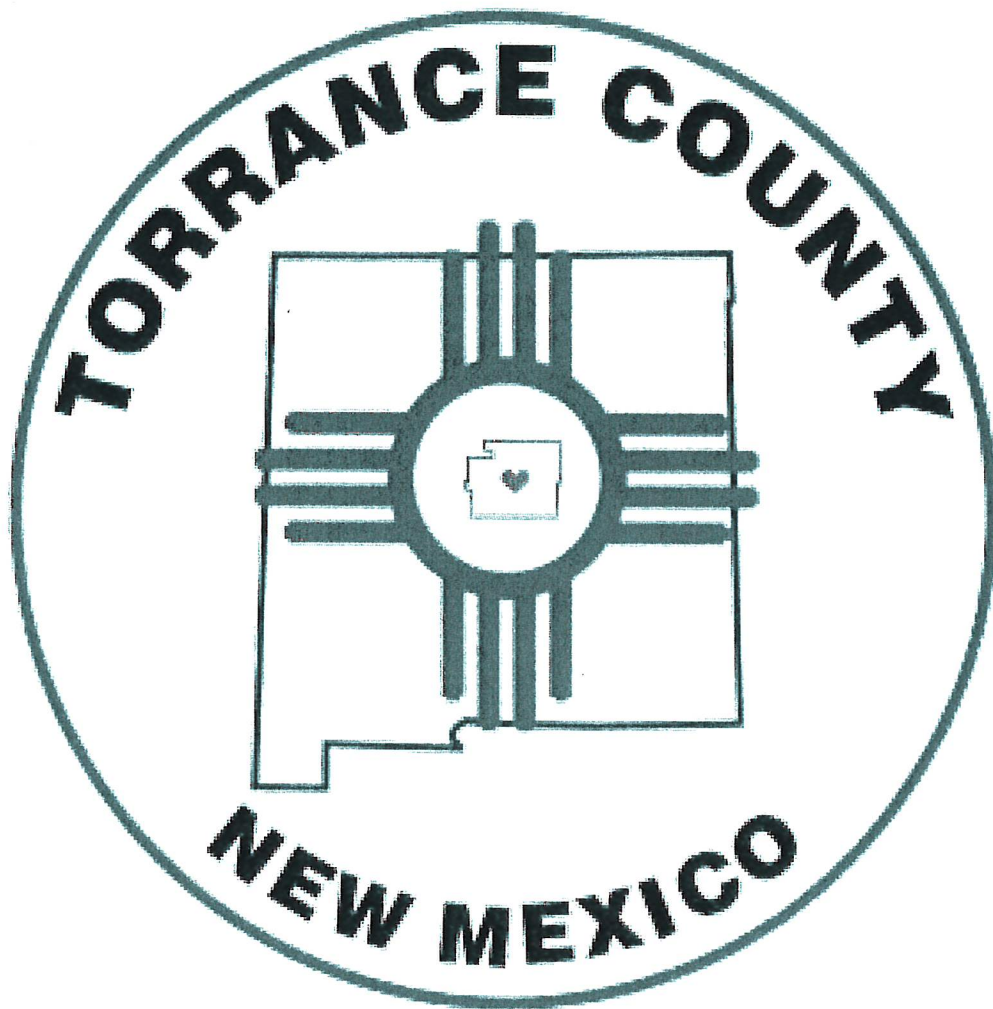
INFRASTRUCTURE GROSS RECEIPTS TX

4,564.86

.00

DEBITS CREDITS

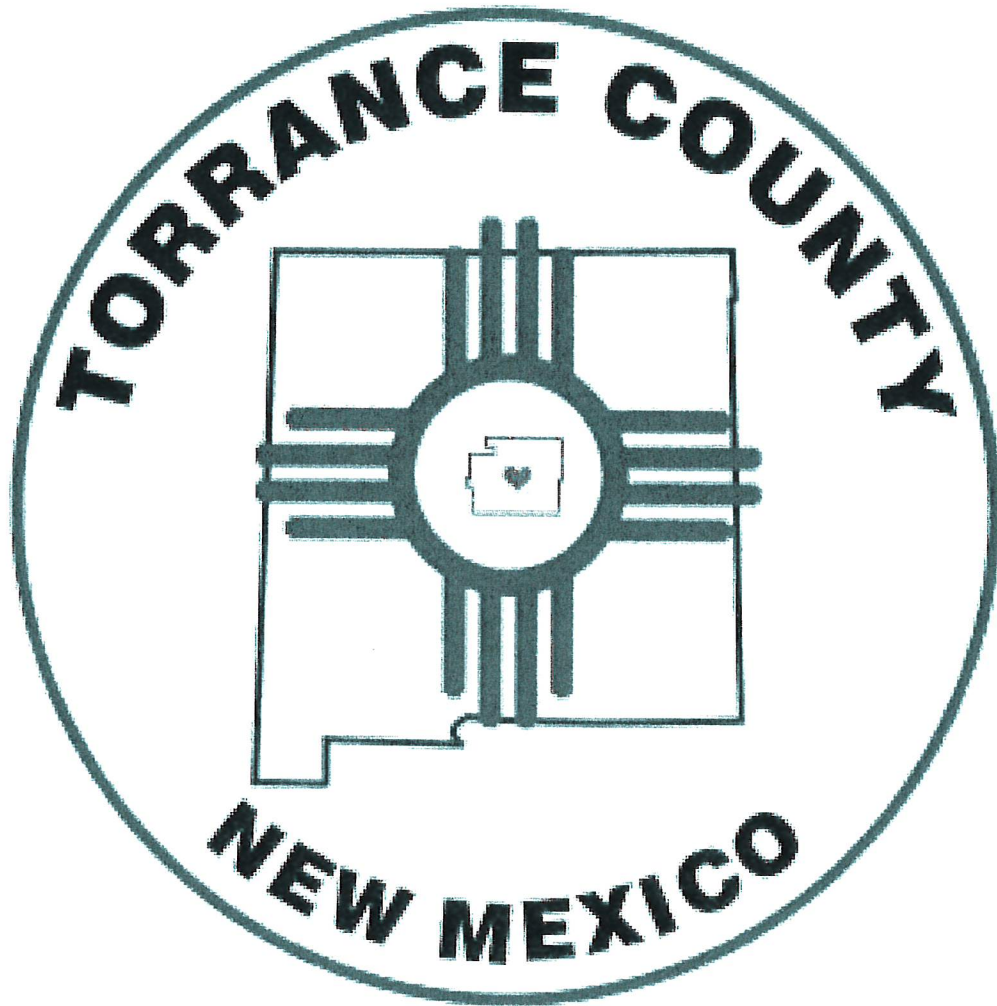
620-94-2218	FURN/FIX/EQUIP	1,814.86	.00
620-94-2272	CONTRACT - PROFESSIONAL SERVICES	2,750.00	.00
=====			
**TOTAL	CAPITAL OUTLAY GROSS RECEIPTS TX	2,665.70	.00
=====			
**DEPT	CAPITAL OUTLAY GROSS RECEIPTS TX	2,665.70	.00
621-96-2613	CO-ROAD CONSTRUCTION/RECONSTRUCT	2,665.70	.00
=====			
**TOTAL	ESTANCIA BASIN WATER STUDY	2,620.11	.00
=====			
**DEPT	WATER BOARD	2,620.11	.00
650-71-2272	CONTRACT - PROFESSIONAL SERVICES	2,620.11	.00
=====			
**TOTAL	RURAL ADDRESSING	4,752.00	.00
=====			
**DEPT	RURAL ADDRESSING	4,752.00	.00
675-07-2203	CONTRACTS - EQUIPMENT MAINT	4,752.00	.00
=====			
**TOTAL	EMERGENCY-911 FUND	561.38	.00
=====			
**DEPT	911-DISPATCH CENTER	561.38	.00
911-80-2203	CONTRACTS - EQUIPMENT MAINT	247.28	.00
911-80-2207	TELECOMMUNICATIONS	137.50	.00
911-80-2209	UTILITIES - NATURAL GAS/PROPANE	25.76	.00
911-80-2215	MAINTENANCE & REPAIRS-BUILD/STRU	150.84	.00
=====			
BANK01	US BANK	99,202.17	.00
	** BANK TOTALS **	99,202.17	.00



*Agenda Item
No. 10*



*Agenda Item
No. 11*



*Agenda Item
No. 12-A*



Torrance County Board of Commissioners

Meeting 8/26/2020

Item 12A

Department: Manager
Prepared By: Cheryl Allen

Title: Motion to approve the Professional Services Agreement for Boys Council Services in Estancia, NM

Sponsor:

Grants Department

Action:

Request to approve Professional Services Agreement for Boys Council Services in Estancia, NM

Summary:

The Continuum of Graduated Sanction Grant Agreement between Children, Youth and Families Department (CYFD) and Torrance County, Agreement No. 21-690-3200-20847, funds the Boys Council program in Torrance County for \$29,700. This grant is best known within Torrance County as the Juvenile Justice Grant. The Boys Council Program in Estancia will begin in September 2020. The Professional Services Agreement is between Torrance County and Ware Resources to provide the services of a Boys Council Facilitator in Estancia. Sid Ware, the owner Ware Resources, will facilitate the Boys Council program conducting a maximum of 60 sessions at cost of \$165/session, totaling of \$9,900. The Professional Services Agreement mirrors the funding and duties and responsibilities of the facilitator as stipulated in the grant agreement with CYFD.

Significant Issues:

- The Continuum of Graduated Sanction Grant Agreement between Children, Youth and Families Department (CYFD) and Torrance County, Agreement No. 21-690-3200-20847, and FY2021 budget was previously approved by the Board of County Commissioners.
- Sid Ware, as the owner of Ware Resources, has served as the Boys Council Facilitator for multiple years. He has completed required training to serve as the Boys Council Facilitator.
- Boys Council is operated from the Estancia Middle School.

Financial:

- Torrance County's FY2021 Budget, as approved by the Board of County Commissioners, includes funds for the facilitation of Boys Council and Girls Circle.
- Funding in the agreement with Ware Resources is to conduct Boys Council in Estancia only.
- Girls Circle is also conducted in the Estancia Middle School. The Estancia Municipal School District funds the program.

- The Grant Agreement with CYFD also includes funding to conduct Boys Council and Girls Circle Programs in Mountainair and the Moriarty-Edgewood school districts. Rebecca Armstrong, the Juvenile Justice Continuum Coordinator is working with these school districts to expand these programs to those districts. The grant with CYFD provides funding for those programs. Future professional service agreements are anticipated.

Staff Recommendation:

Approve Professional Services Agreement for Boys Council Services in Estancia, NM.

PROFESSIONAL SERVICES AGREEMENT
Estancia Valley Youth & Family Council (EVYFC)
BOYS COUNCIL SERVICES IN ESTANCIA, NEW MEXICO

THIS AGREEMENT entered into by and between the County of Torrance, hereinafter referred to as “County” and Ware Resources, LLC, whose address is P.O. Box 2844, Moriarty, NM 87035, hereinafter referred to as the “Facilitator” and “Contractor.”

WHEREAS, the County of Torrance is the government entity in Torrance County receiving and administering funds from the New Mexico Children, Youth and Families Department, hereinafter referred to as “CYFD,” for a continuum of graduate sanction and alternative detention services to juvenile offenses.

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

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

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

1. Period of Agreement

This Agreement shall become effective upon approval of the Board of County Commissioners, hereinafter referred to as the “Board,” and shall automatically renew on July 1 each fiscal year for three (3) additional one-year terms, and shall expire on June 30, 2024, unless terminated pursuant to Articles 4 or 8, *infra*.

2. Statement of Work

The Contractor shall provide the program of services as set forth in the scope of work, which is attached hereto as “**Attachment 1 – Statement of Work**” and incorporated herein by reference, unless amended or terminated pursuant to Articles 4 or 8, *infra*.

3. Limitation of Cost and Compensation

- a. The total amount made payable to the Contractor under this Agreement, excluding gross receipts tax and expenses, shall not exceed nine thousand nine hundred dollars and zero cents [\$9,900.00 00 (\$165.00 per session x 60 sessions)] for any fiscal year period and as approved by CYFD in Agreement No. 21-690-3200-20847. The annual budget is attached hereto as “**Attachment 2 – Budget**” and incorporated herein by reference. Payments shall only be made as outlined in “**Attachment 2 – Budget.**” This amount is a maximum and not a guarantee that the work assigned to the Contractor under this Agreement to be performed shall equal the amount stated herein.
- b. The County shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the “**Statement of Work – Attachment 1.**” The New Mexico gross receipts tax levied on the amounts payable under this Agreement shall be paid by the County to the Contractor. All invoices **MUST BE** received by the County no later than five (5) days after the end of each month and at the termination of the Fiscal Year in which the services were delivered. Invoices received after such date **WILL NOT BE PAID.**
- c. Contractor must submit a detailed statement of accounting for all services performed and expenses incurred. If the County finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, the County shall provide

the Contractor a letter of exception explaining the defect or objection to the services and outlining steps the Contractor may take to provide remedial action. Upon certification by the County that the services have been rendered and are acceptable, payment shall be tendered to the Contractor within thirty days after the date of acceptance.

4. Appropriations

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

5. Status of Contractor

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

6. Campaign Disclosure

The Contractor shall submit a signed Campaign Contribution Disclosure, which is attached; "**Attachment 3 – Campaign Disclosure.**"

7. Return of Funds

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

8. Termination of Agreement

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

9. Maintenance of Records

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

10. Confidentiality

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

11. Product of Service -- Copyright

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

12. Bribes, Gratuities and Kickbacks Prohibited.

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

13. Amendments

This Agreement shall not be altered, changed, or amended except by an instrument, in writing, executed and approved by both parties.

14. Assignment

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

15. Applicable Law

This Agreement shall be governed by the laws, rules, and regulations of the United States and the State of New Mexico. Venue shall be located in the Seventh Judicial District Court in Torrance County.

16. Liability

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

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

17. Sub-Contracts

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

18. Insurance

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

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

19. Equal Opportunity Compliance

The Contractor agrees to abide by all federal and state laws and rules and regulations and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor agrees to assure that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, sexual orientation, age, or handicap, be excluded from employment with or participation in, be denied the benefits of, or be

otherwise subjected to discrimination under any program or activity performed under this Agreement. If the Contractor is not in compliance with these requirements during the life of this Agreement, the Contractor agrees to take appropriate steps to correct these deficiencies.

20. Workers' Compensation

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

21. Severability

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

22. Lobbying Certification

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

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

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

County

County Manager

Date: _____

Approved as to form:

_____ Date: _____
County Attorney

Contractor

_____ Date: _____
Authorized Signatory

Printed Name and Title of Authorized Signatory

Attachment 1 – Statement of Work

Torrance County

The Torrance County Board of County Commissioners, herein after known as “Board,” is contracting for a Facilitator, herein after known as “Facilitator” or “Contractor” for the Gender-Specific Boys Council Program, hereinafter referred to as “Program,” administered in Estancia, New Mexico, that serves youth ages 11-17 who are at risk of becoming involved in the Juvenile Justice System and have been identified by a parent, counselor, social worker, and/or courts to be at such risk or who could benefit from the Program. The Program shall utilize the One Circle Foundation Council Model that is recognized as a “promising practice” and serves to empower at-risk teenage boys and girls by improving their self-esteem and teaching them communication and decision-making skills. The Contractor takes direction and supervision from Torrance County, herein after known as the “County,” however, the contract will be executed, modified or terminated, with the approval of the Board.

ESSENTIAL FUNCTIONS

Duties and Responsibilities of the Boys Council Facilitator

1. Fulfills all goals, objectives, and activities of the Gender-Specific Boys Council Program and Agreement No. 21-690-3000-20847 between the County and Children, Youth, and Families Department (CYFD). Work closely with and under supervision of the Estancia Valley Youth & Families Council (EVYFC) Continuum Coordinator, herein after known as the “Continuum Coordinator,” to ensure all quality standards and goals are met.
2. Each Council session shall run for eight (8) to twelve (12) weeks for one and a half (1.5) hours per week. Sessions must include an activity from the facilitator manual.
3. Submit the FY20 Data Collection Form no later than the 5th day of the following month, a summary report upon completion of the Program, including performance outcomes and the number of youth to complete the Program successfully.
4. Submit a weekly attendance form for each session to the Continuum Coordinator by 5:00 p.m. the following day after the session is conducted.
5. Print and file each participant’s monthly log by the 5th day of the following month.
6. Provide other data and information as may be requested or required by CYFD and/or the Continuum Coordinator.
7. Inclusion and reference the CYFD and EVYFC logo in any correspondence and media communications.
8. Upon successful completion of the Program, issue a certificate to each participant and obtain an evaluation form from each participant.
9. Conduct retention calls to the parents or guardians of each participant on a weekly basis to build a relationship with the parent or guardian as well as to discuss the progress of their participating child.
10. Collect the following demographics, core measures, and performance measurements for each participant:

DEMOGRAPHICS

- A. Initials;
- B. City, State and Zip Code;

- C. Race/Ethnicity;
- D. Population Served;
 - 1. At-Risk Youth;
 - 2. First Time Offender;
 - 3. Repeat Offender;
 - 4. Sex Offender;
 - 5. Status Offender; and
 - 6. Violent Offender.
- E. Youth Currently in Detention;
- F. Gender
 - 1. Male;
 - 2. Female; or
 - 3. Transgender.
- G. Month and Year of Birth;
- H. Geographic Location;
 - 1. Urban;
 - 2. Tribal;
 - 3. Rural; or
 - 4. Frontier.
- I. Other Population Information;
 - 1. Mental Health;
 - 2. Substance Abuse;
 - 3. Truant/Dropout; and
 - 4. Pregnant.
- J. Referral Source;
- K. Days/Times Program is Held;
- L. Program Attendance; and
- M. Program Participation.

CORE MEASURES

- A. New youth admissions during this reporting period;
- B. Number of program youth carried over from previous reporting period;
- C. Total number of youth in the program;
- D. Total number of youth who exited the program during the reporting period;
- E. Number of youth who exited the program having completed the program requirements during the reporting period;
- F. Percent of youth who successfully completed the program;
- G. How many youth is your program designed to serve;
- H. Number of current program youth who had an arrest during the reporting period;
- I. Number of current program youth who were committed to a juvenile facility during the reporting period;

- J. Number of current program youth who had a re-arrest during the reporting period;
- K. Number of program youth who were re-committed during the reporting period;
- L. Number of program youth who were re-sentenced/received a subsequent consequence during the reporting period;
- M. Number of program youth with gang activity; and
- N. Number of program youth who reported being satisfied with the program.

PERFORMANCE MEASURES FOR BOYS COUNCIL

Program Specific

- 1. Engaging in school;
- 2. Avoiding tobacco, alcohol, and drugs;
- 3. Caring and cooperating vs. aggression;
- 4. Respecting other's boundaries;
- 5. Respecting differences and having pride in one's ethnicity; and
- 6. Creating healthy masculine identities.

Local Site-Specific

- 1. Thirty percent (30%) of youth report higher school attachment or engagement;
- 2. Thirty percent (30%) of youth report avoiding self harm;
- 3. Thirty percent (30%) of youth report avoiding alcohol, tobacco, or drugs;
- 4. Thirty percent (30%) of youth report improved relationships that foster caring and cooperation;
- 5. Thirty percent (30%) of youth report reduction in aggression; and
- 6. Thirty percent (30%) of youth report an increase in respect of people of different races and/or ethnicity.

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

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

- 1. High School Diploma or equivalent AND two years' experience in community services programs. A combination of education, experience, and training may be applied in accordance with Torrance County policy;
- 2. Demonstrated knowledge of accounting, administration, writing, public speaking, governmental policies; time management, and policy and program development of grant writing, proposals and quarterly reports;
- 3. Proof of General and Professional Liability Insurance;
- 4. Skill in communicating effectively both orally and in writing; and

5. Skill in establishing and maintaining effective working relationships with government entities, law enforcement officials, the general public, and peers.
6. Applicants must also meet the following requirements:
 - a. Be at least twenty-one (21) years of age;
 - b. Be a United States Citizen;
 - c. Have a valid New Mexico driver's license;
 - d. Not have been convicted of a felony or any domestic violence conviction or other crime involving moral turpitude;
 - e. Submit to a thorough background investigation;
 - f. Be familiar with keyboarding and computer systems;
 - g. No DUI convictions within the last five years;
 - h. Meet or exceed the County requirements for insurance and bonding;
 - i. Provide an Employee Code of Conduct.

PREFERRED QUALIFICATIONS

1. Demonstrated knowledge of juvenile justice and delinquency prevention issues in New Mexico to include prevention, public information and education, law enforcement, screening, substance abuse treatment, compliance monitoring, and alternative sentencing;
2. Knowledge of regional community resources including service agencies, funding sources and their role in the local community;
3. Demonstrated knowledge of local government processes for the procurement of services and goods, ability to develop and negotiate scope of services for professional service contracts, and ability to monitor contractors in meeting grant and contractual obligations;
4. Knowledge of State and Federal ethical standards for working with youth.
5. Associate or Bachelor's Degree.

WORKING CONDITIONS

Work is performed as a contract and the Contractor is required to provide the necessary equipment needed to perform the job such as use of their own vehicle and time spent traveling, neither of which is reimbursable. There will be a need for use of computers, and Internet will be provided at various school locations.

There is fieldwork required in conducting community relations activities, in accompanying students on field trips, and to carry out the functions of this Contract. The Contractor shall be able to work non-traditional working hours and have a flexible schedule.

The Contractor will be required to obtain all program materials, supplies, meals, drinks, etc. as part of the fee for this service contract.

The Contractor will submit all purchase receipts for the month with their invoice and timesheet by the 5th day of the following month to the Continuum Coordinator.

The Contractor will be responsible for providing incentives for good attendance, participation, etc.

The Contractor is responsible for tracking the hours and compensation limit under this Agreement, and without advance written permission for the County Manager, the Contractor shall not bill for or be paid for hours or compensation in excess of the \$7,200.00 cap placed on this Agreement.

SAFETY SENSITIVE POSITION REQUIRES DRUG AND ALCOHOL TESTING ACCORDING TO TORRANCE COUNTY POLICY.

DISCLAIMER

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

Attachment 2 – Budget

Torrance County

\$165 per session X 60 sessions Projected 40 youth served	\$9,900
TOTAL BUDGET	\$9,900

Attachment 3 – Campaign Disclosure
CAMPAIGN CONTRIBUTION DISCLOSURE FORM

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

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

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

THIS FORM MUST BE INCLUDED IN THE INVITATION FOR BIDS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THE PROSPECTIVE CONTRACTOR OR A FAMILY MEMBER OR REPRESENTATIVE OF THE PROSPECTIVE CONTRACTOR HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect, or expend contributions on that official's behalf for the purpose of electing the official to statewide or local office.

“Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (1) a prospective contractor, if the prospective contractor is a natural person; or (2) an owner of a prospective contractor.

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

“Person” means any corporation, partnership, business, individual, joint venture, association, or any other private legal entity.

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

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

See Attached Page for Names of Applicable Public Officials in Torrance County.

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Contribution Made To: _____

Relation of Public Official to
Prospective Contractor: _____

Date(s) Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by the prospective contractor or a family member or representative of the prospective contractor over the applicable two-year period.

Signature

Date

Title (Position)

County Commission

*Kevin McCall
Commissioner
District 1*

*Ryan Schwebach
Commissioner
District 2*

*Javier E. Sanchez
Commissioner
District 3*



*PO Box 48 ~ 205 Ninth Street
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(505) 384-5294 Fax
www.torrancecountynm.org*

Interim County
Manager
Janice Y. Barela

County Attorney
John M. Butrick

Attachment to Campaign Contribution Disclosure Form

Current Torrance County Elected Officials

Commissioner, District 1 – Kevin McCall

Commission Chairman, District 2 – Ryan Schwebach

Commissioner, District 3 – Javier Sanchez

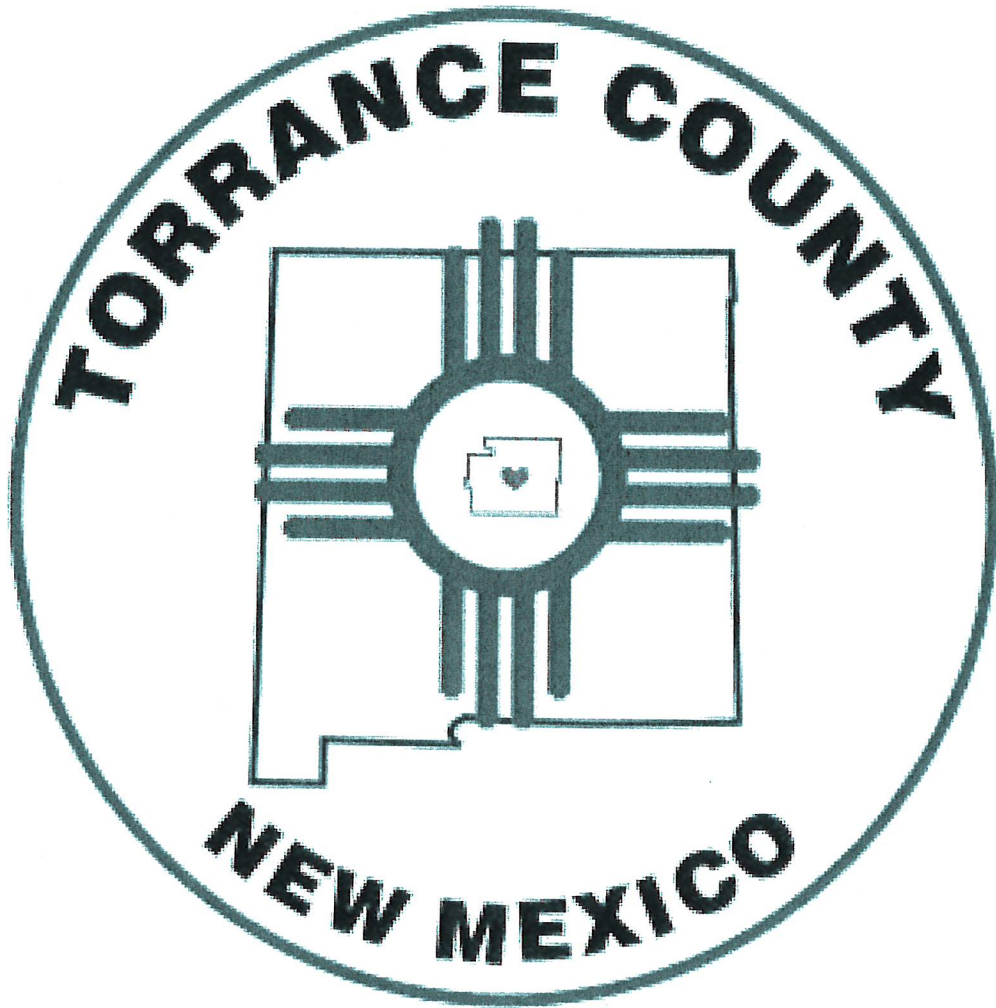
Assessor – Jesse Lucero

Clerk – Linda Jaramillo

Probate Judge – Josie Chavez

Sheriff – Marty Rivera

Treasurer – Tracy Sedillo



*Agenda Item
No. 13-A*

Torrance County Projects from 2021-2025 ICIP

Year	Rank	Project Title	Already Funded	Awarded FY2021	2022	2023	2024	2025	2026	Total Cost	Phases
2021	001	County Fair Ground Improvements	5,000	150,000	300,000	200,000	250,000	250,000	0	1,000,000	Y
		<p>To plan, design, construct, and equip improvements to County Fairgrounds in Estancia, NM, for Torrance County.</p> <p>The vision for the fairgrounds includes a new pavilion, new and renovated barns, renovated rodeo arena, and improved landscaping intended to attract more exhibitors and spectators to the fair and foster statewide use. Developments will be designed to provide year-round use for education, recreation, special events, and emergency preparedness. The landscaping design needs to encourage daily use by incorporating a walking path with exercise stations and community-participation gardens demonstrating low-water use irrigation systems. In addition, a design that couples the fairgrounds with Lake Arthur Park will create a destination site for weddings where outdoor ceremonies can be held in the park and receptions in the fair?s indoor facilities. Planning has been initiated. The fairgrounds will be included in a special section of the Southern Torrance County Economic Development Plan. The economic development plan is under way with funding from the New Mexico Finance Authority. The section will examine the vision, goals, and use program of the fair. It will also provide an overview of vegetation, recreation, education, interpretation buildings, and key facilities, parking, and circulation. Torrance County is negotiating purchase of fairground land from the Town of Estancia. Torrance County owns and maintains the buildings and arena on the fairgrounds.</p> <p>Proposed Changes: Modify text and budget based on STCEDP. Proceed with RFP, planning. Monitor progress and update ICIP when necessary.</p>									
2021	002	New Road Department Yard/Shop	?	550,000	650,000	0	0	0	0	650,000	Y
		<p>To plan, design, and construct a new shop and fenced-in yard for the material and equipment of the Road Department in Estancia, NM, Torrance County.</p> <p>Design, and construct a new yard with office and shop for Torrance County Road Department. The yard/shop will be built on a 25 acre parcel purchased by Torrance County for a new Administration Building and Road Department Yard/Shop. Archeological and environmental studies were completed as part of the purchase agreement for the property. The Road Department has outgrown the 2-acre site it currently sits on. The County plans to construct a 60 x 100 foot building that will house the Road Department office and a mechanics shop. A privacy fence will be erected in order to park vehicles and road equipment and warehouse materials. During Phase 1, a design will be developed. During Phase 2, the building and yard will be constructed. The current office is housed in a 1967 mobile home, which is not energy efficient and requires frequent repairs. The current Road Department yard can be utilized by the Torrance County Sheriff Department for storage. RFPs will be utilized for professional services (architects and engineers). IFBs will be issued for construction. Statewide Price Agreements or IFBs will be utilized for materials.</p> <p>Proposed Changes: Monitor and report as success story in ICIP report.</p>									

Torrance County Projects from 2021-2025 ICIP

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

Torrance County Projects from 2021-2025 ICIP

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

Torrance County Projects from 2021-2025 ICIP

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

Torrance County Projects from 2021-2025 ICIP

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

Torrance County Projects from 2021-2025 ICIP

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

Torrance County Projects from 2021-2025 ICIP

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

Torrance County Projects from 2021-2025 ICIP

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

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

New County Projects Proposed for 2022-2026 ICIP

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

Senior Center Projects from 2021-2025 ICIP Estancia

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

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

Moriarty

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

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

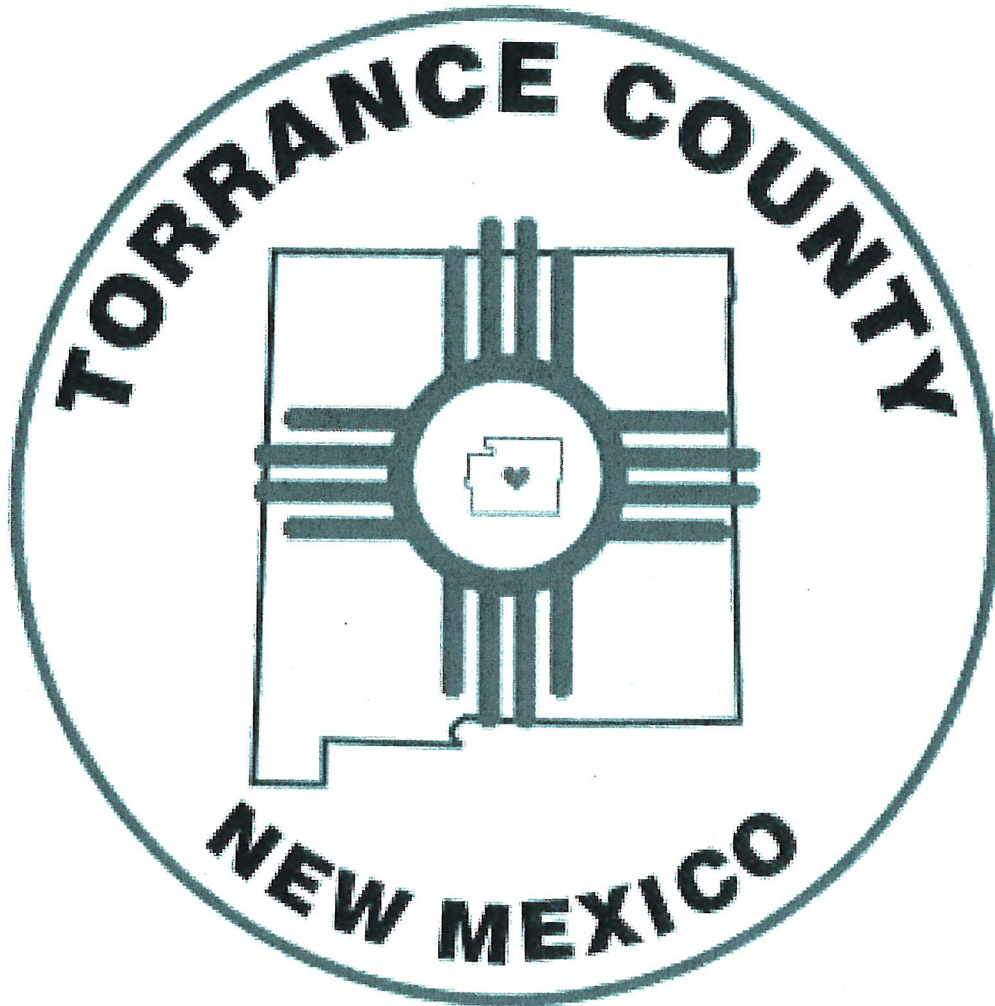
Mountainair

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

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



*Agenda Item
No. 13-B*



*Agenda Item
No. 13-C*

MICHELLE LUJAN GRISHAM
GOVERNOR



DEBORAH K. ROMERO
ACTING CABINET SECRETARY

DONNIE J. QUINTANA
DIRECTOR

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

August 18, 2020

The Honorable Ryan Schwebach
Torrance County
P.O. Box 48
Estancia, NM 87016

Dear Commissioner Schwebach:

The final budget for your local government entity for Fiscal Year 2020-2021, as approved by your governing body, has been examined and reviewed. The Department of Finance and Administration, Local Government Division (LGD) finds it has been developed in accordance with applicable statutes and budgeting guidelines, and sufficient resources appear to be available to cover budgeted expenditures. In addition, the *Budget Certification of Local Public Bodies* rule, 2.2.3 NMAC, requires that your entity's audit or "Agreed Upon Procedures" (per the *Tier System Reporting* rule, 2.2.2.16 NMAC) for Fiscal Year 2019 should have been submitted to the Office of the State Auditor as of this time. The LGD's information indicates that you are in compliance with this requirement. Therefore, in accordance with Section 6-6-2E NMSA 1978, the LGD certifies your entity's final Fiscal Year 2020-2021 budget.

Please take note that state statute requires all revenue sources be expended only for public purposes, and if applicable, in accordance with the Procurement Code, Chapter 13, Article 1, NMSA 1978. Use of public revenue is governed by Article 9, Section 14 of the Constitution of the State of New Mexico, commonly referred to as the anti-donation clause.

Budgets approved by the LGD are required to be made a part of the minutes of your governing body according to Section 6-6-5 NMSA 1978. In addition, Section 6-6-6 NMSA 1978 provides that the approved budget is binding on local officials and governing authorities; and any official or governing authority approving claims or paying warrants in excess of the approved budget or available funds will be liable for the excess amounts.

Due to estimated expenditures and transfers exceeding estimated revenue, your entity's General Fund cash balance is being depleted by -6%. Careful control of expenditures and attention to revenue collection efforts is recommended to avoid further depletion of reserves.

Finally, as required by Section 6-6-2H NMSA 1978, LGD is required to approve all budget increases and transfers between funds not included in the final approved budget via submission on the Local Government Budget Management System (LGBMS).

If you have questions regarding this matter, please contact Cordy Chavez of my staff at Cordelia.chavez@state.nm.us.

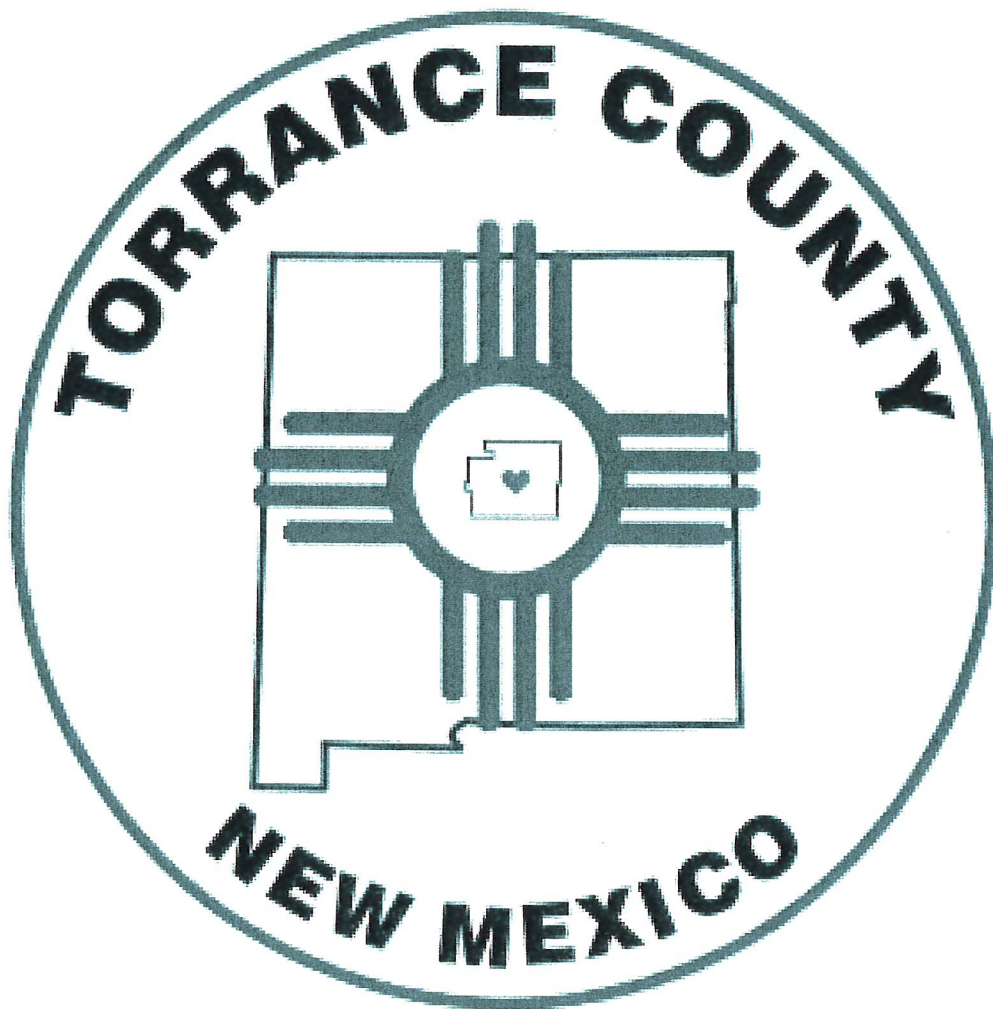
Sincerely,

Brenda Z. Suazo-Díaz

On behalf of:

Donnie J. Quintana, Director
Local Government Division

xc: file



*Agenda Item
No. 13-D*



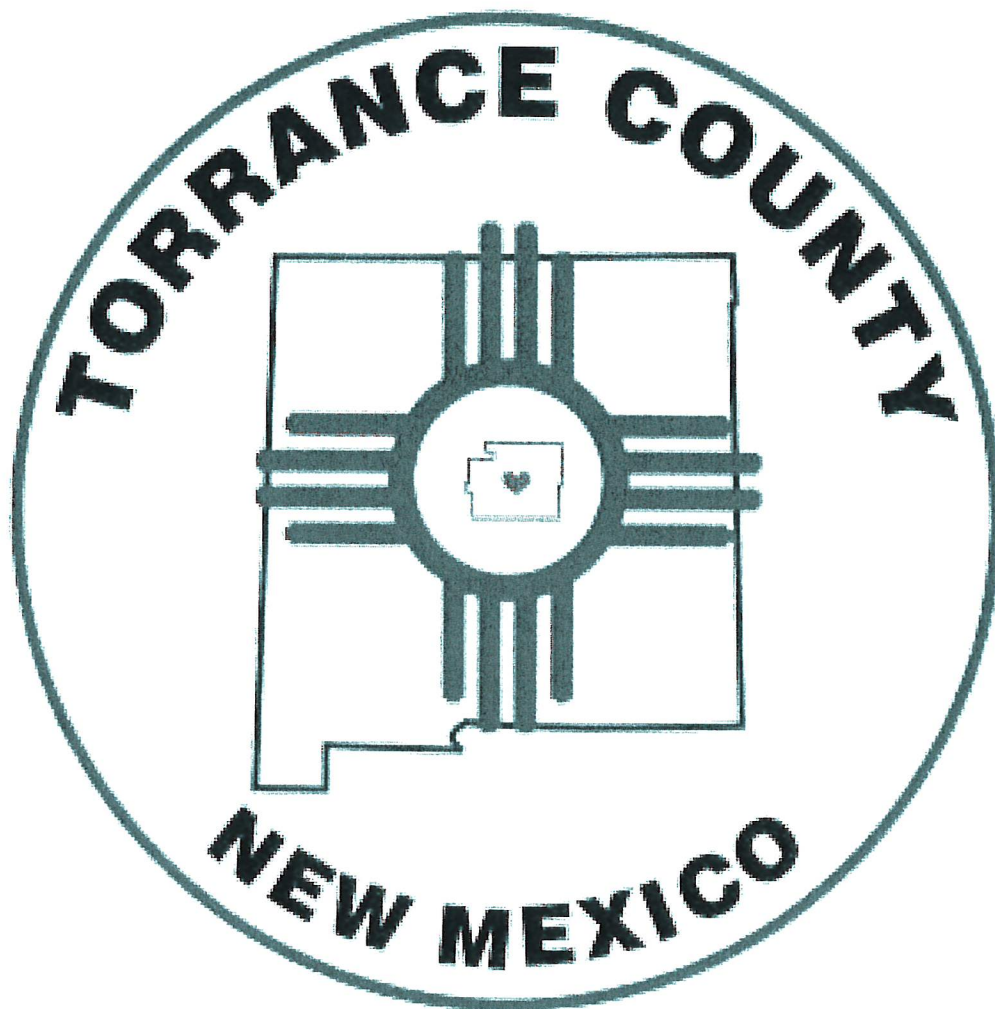
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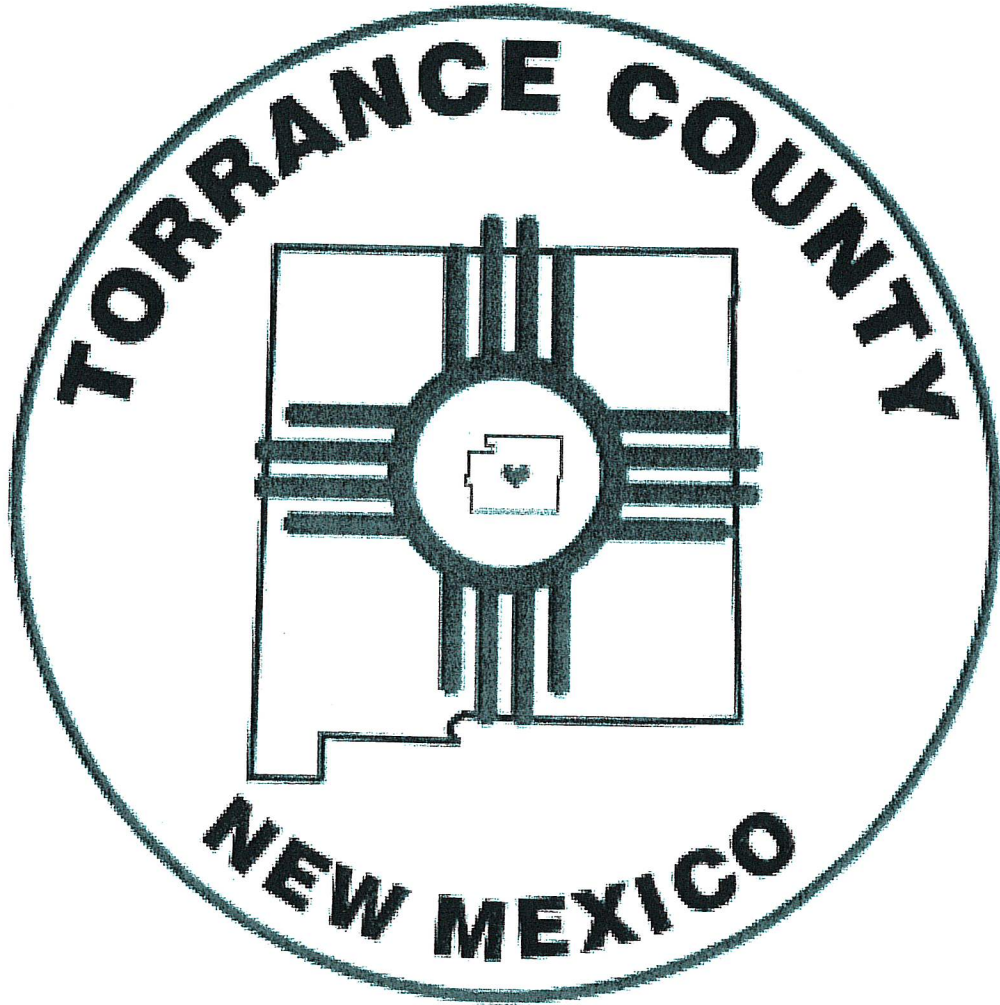
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Agenda Item
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*Agenda Item
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