



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 1



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 2





# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 3



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 4



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 5-A



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 5-B



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 6





# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 7-A



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 7-B



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 8-A



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 9-A



## ACCOUNTS PAYABLE CHECK REPORT APPROVAL

### Torrance County Commission Approval:

We the undersigned members of the Torrance County Board of County Commissioners met in regular session on **October 23, 2024**, and approved the attached check report as presented against the funds of Torrance County in the amount of **\$2,663,487.58**

\_\_\_\_\_  
Kevin McCall, District 1

\_\_\_\_\_  
Ryan Schwebach, District 2

\_\_\_\_\_  
Samuel D. Schropp, District 3

**Attest:**

\_\_\_\_\_  
Linda Jaramillo, County Clerk

### Torrance County Treasurer Approval:

I, the Torrance County Treasurer, do hereby certify that sufficient funds exist for the payment of the checks listed on the attached check report.

\_\_\_\_\_  
Kathryn Hernandez, County Treasurer

### Check Report Summary:

Check Report Dates:	10/04/2024 to 10/17/2024	<b>Total Payments: 128</b>
Total Checks:	106	Checks: 130419 to 130528
Voided Checks:	8	Checks: 129856, 130045, 130331, 130452, 130470, 130478, 130491, 130498
Bank Drafts:	8	DFT0000992, DFT0000993, DFT0000994, DFT0000995, DFT0000996, DFT0000997, DFT0000998, DFT0000999, <del>(DFT0000986 -, DFT0000991 NOT USED)</del> (DFT0000999 REVERSED)
Electronic Fund Transfers:	6	EFT: 258 TO 263
Total of Payments Issued:	\$2,663,487.58	





Torrance County, NM

# Check Report

By Check Number

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
418	COLUMBUS BANK AND TRUST	10/09/2024	EFT	0.00	646.39	258
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0004032</a>	Invoice	10/10/2024	Flex Plan	0.00	646.39	
	<a href="#">401-000-9001</a>		Payroll Liabilities		646.39	
1232	CORECIVIC INC.	10/09/2024	EFT	0.00	2,212,695.22	259
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">TCSO-ICE 072024</a>	Invoice	10/02/2024	ICE & USMS INMATE CARE	0.00	2,212,695.22	
	<a href="#">825-070-2172</a>		CARE OF INMATES		2,212,695.22	
1232	CORECIVIC INC.	10/09/2024	EFT	0.00	112,486.42	260
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">TCDF 092024</a>	Invoice	10/07/2024	Core Civic Inmate Housing	0.00	112,486.42	
	<a href="#">420-070-2172</a>		CARE OF INMATES		112,486.42	
4832	PRESBYTERIAN HEALTH PLAN	10/09/2024	EFT	0.00	45,226.41	261
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0004044</a>	Invoice	10/10/2024	Presbyterian Health Insurance	0.00	40,667.32	
	<a href="#">401-000-9001</a>		Payroll Liabilities		40,667.32	
<a href="#">INV0004045</a>	Invoice	10/10/2024	Presbyterian Health Insurance	0.00	4,559.09	
	<a href="#">401-000-9001</a>		Payroll Liabilities		4,559.09	
5189	SUNRISE BANK	10/09/2024	EFT	0.00	1,707.63	262
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0004047</a>	Invoice	10/10/2024	Sunrise Loan	0.00	1,707.63	
	<a href="#">401-000-9001</a>		Payroll Liabilities		1,707.63	
4832	PRESBYTERIAN HEALTH PLAN	10/15/2024	EFT	0.00	364.15	263
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0004061</a>	Invoice	10/10/2024	Presbyterian Health Insurance	0.00	364.15	
	<a href="#">401-000-9001</a>		Payroll Liabilities		364.15	
4339	LIBERTY NATIONAL LIFE INSURANCE	10/08/2024	Regular	0.00	-690.03	129856
VEN01359	HOLCOMB LAW OFFICE	10/10/2024	Regular	0.00	-1,386.54	130045
2021	PRE-PAID LEGAL SERVICES, INC	10/08/2024	Regular	0.00	-600.28	130331
5450	AMAZON BUSINESS	10/08/2024	Regular	0.00	38.86	130419
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">1DPT-LPF6-J3NQ</a>	Invoice	10/07/2024	OFFICE SUPPLIES	0.00	38.86	
	<a href="#">401-055-2219</a>		SUPPLIES - GENERAL OFFI		19.87	
	<a href="#">401-055-2219</a>		SUPPLIES - GENERAL OFFI		18.99	
3391	CINTAS CORPORATION NO. 2	10/08/2024	Regular	0.00	19.35	130420

## Check Report

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">5228513356/serv</a>	Invoice	10/07/2024	SAFETY CABINET SUPPLIES	0.00	19.35	
	<a href="#">911-080-2248</a>		SUPPLIES - SAFETY		19.35	
4834	DELTA DENTAL OF NEW MEXICO INC	10/08/2024	Regular	0.00	1,632.21	130421
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">DENTAL</a>	Invoice	10/08/2024	EMPLOYEE DENTAL 9.24	0.00	1,632.21	
	<a href="#">401-000-9001</a>		Payroll Liabilities		1,500.66	
	<a href="#">401-000-9001</a>		Payroll Liabilities		131.55	
VEN01183	Metropolitan Life Insurance Company	10/08/2024	Regular	0.00	2,347.56	130422
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">METLIFE</a>	Invoice	10/08/2024	EMPLOYEE METLIFE PAYMENTS	0.00	2,347.56	
	<a href="#">401-000-9001</a>		Payroll Liabilities		362.11	
	<a href="#">401-000-9001</a>		Payroll Liabilities		1,985.45	
2021	PRE-PAID LEGAL SERVICES, INC	10/08/2024	Regular	0.00	551.35	130423
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">130331</a>	Invoice	10/08/2024	PRE PAID LEGAL EMPLOYEE DEDUCTIONS	0.00	551.35	
	<a href="#">401-000-9001</a>		Payroll Liabilities		551.35	
3	4 RIVERS EQUIPMENT, LLC	10/09/2024	Regular	0.00	558.57	130424
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1685411</a>	Invoice	10/07/2024	Belt and Hub to repair Broom	0.00	558.57	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR		45.00	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR		230.48	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR		50.45	
	<a href="#">402-060-2244</a>		MAINTENANCE & REPAIR		232.64	
VEN01390	ACROSS THE STREET PRODUCTIONS, INC.	10/09/2024	Regular	0.00	385.00	130425
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">26262</a>	Invoice	10/07/2024	Online Training Fire Dept	0.00	385.00	
	<a href="#">413-091-2266</a>		EMPLOYEE TRAINING		385.00	
VEN01336	AKC PLUMBING, LLC	10/09/2024	Regular	0.00	1,467.47	130426
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">Invoice number 0</a>	Invoice	10/02/2024	EMERGENCY AC REPAIR	0.00	1,467.47	
	<a href="#">401-082-2215</a>		MAINTENANCE & REPAIR		917.47	
	<a href="#">401-082-2215</a>		MAINTENANCE & REPAIR		550.00	
5450	AMAZON BUSINESS	10/09/2024	Regular	0.00	309.65	130427
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1174-4Q67-6J4H</a>	Invoice	10/02/2024	Office Supplies for MCO	0.00	309.65	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		56.31	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		15.77	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		146.23	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		6.98	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		17.42	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		12.47	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		9.99	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		9.49	
	<a href="#">605-013-2201</a>		MAINTENANCE & REPAIR		34.99	

## Check Report

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4964	AT & T MOBILITY LLC	10/09/2024	Regular	0.00	3,520.74	130428
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">287269563904PR</a>	Invoice	10/09/2024	PROBATE CELL PHONE USAGE	0.00	51.08	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		51.08	
<a href="#">287289563904A</a>	Invoice	10/09/2024	ANIMAL SERVICES CELL PHONE USAGE	0.00	349.17	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		349.17	
<a href="#">287289563904AS</a>	Invoice	10/09/2024	CELL PHONE USAGE ASSESSOR	0.00	561.88	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		561.88	
<a href="#">287289563904C</a>	Invoice	10/09/2024	COMMUNITY MONITOR	0.00	51.08	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		51.08	
<a href="#">287289563904D</a>	Invoice	10/09/2024	DWI CELL PHONE USAGE	0.00	144.61	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		144.61	
<a href="#">287289563904TR</a>	Invoice	10/09/2024	TREASURER CELL PHONE USAGE	0.00	496.82	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		496.82	
<a href="#">287289566455CL</a>	Invoice	10/09/2024	CELL PHONE USAGE CLERK	0.00	406.38	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		406.38	
<a href="#">287289566455PZ</a>	Invoice	10/09/2024	PLANNING AND ZONING CELL PHONE USA	0.00	424.76	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		424.76	
<a href="#">28729566455RO</a>	Invoice	10/09/2024	ROAD DEPARTMENT CELL PHONE USAGE	0.00	1,034.96	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		1,034.96	
5408	BANK OF AMERICA	10/09/2024	Regular	0.00	1,049.97	130429
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">6279030</a>	Invoice	10/07/2024	Collars and leashes for dogs	0.00	1,049.97	
	<a href="#">430-082-2223</a>		SUPPLIES - KENNEL		1,049.97	
5408	BANK OF AMERICA	10/09/2024	Regular	0.00	500.00	130430
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1075</a>	Invoice	10/02/2024	Pallets of dog and cat food	0.00	500.00	
	<a href="#">430-082-2223</a>		SUPPLIES - KENNEL		500.00	
5408	BANK OF AMERICA	10/09/2024	Regular	0.00	86.74	130431
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">PB9262024</a>	Invoice	10/02/2024	Rehab for Responders	0.00	86.74	
	<a href="#">604-083-2248</a>		SUPPLIES - SAFETY		18.75	
	<a href="#">604-083-2248</a>		Pizza - Pizzw w/1 topping (16")		21.25	
	<a href="#">604-083-2248</a>		SUPPLIES - SAFETY		3.09	
	<a href="#">604-083-2248</a>		Pizza - Pizzw w/2 topping (16")		27.40	
	<a href="#">604-083-2248</a>		SUPPLIES - SAFETY		16.25	
5408	BANK OF AMERICA	10/09/2024	Regular	0.00	349.99	130432
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">6279031</a>	Invoice	10/07/2024	Collars and leashes for dogs	0.00	349.99	
	<a href="#">430-082-2223</a>		SUPPLIES - KENNEL		349.99	
VEN01274	BOLDplanning, Inc	10/09/2024	Regular	0.00	655.67	130433
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">239908</a>	Invoice	10/07/2024	Emergency Operations Plan ARPA Project	0.00	655.67	
	<a href="#">836-045-2806</a>		EMERGENCY OPERATION		655.67	
859	BOUND TREE MEDICAL, LLC	10/09/2024	Regular	0.00	203.80	130434



## Check Report

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">85508832</a>	Invoice	10/08/2024	EMS Supplies/Equipment/Medications FY	0.00	203.80	
	<a href="#">416-083-2230</a>		SUPPLIES - MEDICAL		203.80	
106	CENTRAL NM ELECTRIC COOP.	10/09/2024	Regular	0.00	466.69	130435
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">Aug 3300</a>	Invoice	10/03/2024	Monthly electric bill District 5	0.00	466.69	
	<a href="#">405-091-2208</a>		UTILITIES - ELECTRICITY		28.31	
	<a href="#">405-091-2208</a>		UTILITIES - ELECTRICITY		299.97	
	<a href="#">405-091-2208</a>		UTILITIES - ELECTRICITY		138.41	
106	CENTRAL NM ELECTRIC COOP.	10/09/2024	Regular	0.00	542.90	130436
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">08.2024 4401</a>	Invoice	10/02/2024	Monthly Electric FY25	0.00	542.90	
	<a href="#">401-082-2208</a>		UTILITIES - ELECTRICITY		542.90	
106	CENTRAL NM ELECTRIC COOP.	10/09/2024	Regular	0.00	455.93	130437
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">08.2024 0701</a>	Invoice	10/03/2024	Sheriff Monthly electric bill	0.00	455.93	
	<a href="#">401-050-2208</a>		UTILITIES - ELECTRICITY		455.93	
106	CENTRAL NM ELECTRIC COOP.	10/09/2024	Regular	0.00	673.54	130438
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">08.2024 6900</a>	Invoice	10/03/2024	Fairgrounds Monthly Electric Bill	0.00	673.54	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY		87.24	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY		149.75	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY		169.96	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY		117.98	
	<a href="#">401-053-2208</a>		UTILITIES - ELECTRICITY		148.61	
106	CENTRAL NM ELECTRIC COOP.	10/09/2024	Regular	0.00	137.06	130439
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">08.2024 4000</a>	Invoice	10/03/2024	District 4 Monthly Electric Bill	0.00	137.06	
	<a href="#">409-091-2208</a>		UTILITIES - ELECTRICITY		76.95	
	<a href="#">409-091-2208</a>		UTILITIES - ELECTRICITY		60.11	
106	CENTRAL NM ELECTRIC COOP.	10/09/2024	Regular	0.00	816.17	130440
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">08.2024 9702</a>	Invoice	10/02/2024	Estancia Senior Center monthly elec bill	0.00	816.17	
	<a href="#">401-036-2208</a>		UTILITIES - ELECTRICITY		816.17	
VEN01375	CHRIS L. ARCHULETA	10/09/2024	Regular	0.00	2,000.00	130441
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">10.2024</a>	Invoice	10/03/2024	Superior Lease Agreement	0.00	2,000.00	
	<a href="#">416-083-2204</a>		RENT OF BUILDING/LAND		2,000.00	
3391	CINTAS CORPORATION NO. 2	10/09/2024	Regular	0.00	1,435.50	130442

## Date Range: 10/04/2024 - 10/17/2024

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## Check Report

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">402-060-2244</a>	MAINTENANCE & REPAIR	Repair and service on equipmen		150.99	
<a href="#">598456</a>	Invoice	10/03/2024	Repair and service on equipment and ma	0.00	36.08	
	<a href="#">402-060-2244</a>	MAINTENANCE & REPAIR	Repair and service on equipmen		36.08	
<a href="#">598457</a>	Invoice	10/03/2024	Repair and service on equipment and ma	0.00	20.38	
	<a href="#">402-060-2244</a>	MAINTENANCE & REPAIR	Repair and service on equipmen		20.38	
<a href="#">598607</a>	Invoice	10/07/2024	Repairs and Maintenance for Issued Picku	0.00	187.54	
	<a href="#">402-060-2201</a>	MAINTENANCE & REPAIR	Repairs and Maintenance for Iss		187.54	
5319	DUCHARME, ARTHUR	10/09/2024	Regular	0.00	95.00	130449
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004019</a>	Invoice	10/07/2024	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>	TRAVEL - APPOINTED BO	2024 October PZ meeting		95.00	
2585	EAST MOUNTAIN AUTO GLASS	10/09/2024	Regular	0.00	556.00	130450
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">26056</a>	Invoice	10/07/2024	WINDSHIELD COWL REPLACEMENT	0.00	326.00	
	<a href="#">401-040-2201</a>	MAINTENANCE & REPAIR	WINDSHIELD COWL LABOR		100.00	
	<a href="#">401-040-2201</a>	MAINTENANCE & REPAIR	WINDSHIELD COWL MATERIAL		226.00	
<a href="#">8-18-2024</a>	Invoice	10/02/2024	Window Replacement	0.00	230.00	
	<a href="#">402-060-2201</a>	MAINTENANCE & REPAIR	Passenger window 2002 Expede		230.00	
50	EMW GAS ASSOCIATION	10/09/2024	Regular	0.00	820.37	130451
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">09.2024 0450</a>	Invoice	10/02/2024	Road- Monthly Gas- Utility	0.00	31.53	
	<a href="#">402-060-2209</a>	UTILITIES - NATURAL GAS	September		31.53	
<a href="#">09.2024 0500</a>	Invoice	10/02/2024	Monthly gas bill- District 6	0.00	35.54	
	<a href="#">418-091-2209</a>	UTILITIES - NATURAL GAS	September		35.54	
<a href="#">09.2024 1510</a>	Invoice	10/02/2024	MCINTOSH SENIOR CENTER GAS	0.00	33.13	
	<a href="#">401-089-2209</a>	UTILITIES - NATURAL GAS	September		33.13	
<a href="#">09.2024 1850</a>	Invoice	10/02/2024	Monthly gas bill- Admin	0.00	132.71	
	<a href="#">401-015-2209</a>	UTILITIES - NATURAL GAS	September		132.71	
<a href="#">09.2024 1860</a>	Invoice	10/02/2024	Monthly gas bill- Maintenace	0.00	37.12	
	<a href="#">401-015-2209</a>	UTILITIES - NATURAL GAS	September- 1860		37.12	
<a href="#">09.2024 1990</a>	Invoice	10/02/2024	Monthly gas bill- Health dept	0.00	44.46	
	<a href="#">401-024-2209</a>	UTILITIES - NATURAL GAS	September		44.46	
<a href="#">09.2024 2330</a>	Invoice	10/02/2024	Monthly gas bill- Moriarty SC	0.00	70.37	
	<a href="#">401-037-2209</a>	UTILITIES - NATURAL GAS	September		70.37	
<a href="#">09.2024 3680</a>	Invoice	10/02/2024	Monthly gas bill- District 2	0.00	25.81	
	<a href="#">406-091-2209</a>	UTILITIES - NATURAL GAS	September		25.81	
<a href="#">09.2024 4090</a>	Invoice	10/02/2024	Monthly gas bill- Fair bldg	0.00	24.00	
	<a href="#">401-053-2209</a>	UTILITIES - NATURAL GAS	September		24.00	
<a href="#">09.2024 4510</a>	Invoice	10/02/2024	Monthly gas bill- District 5	0.00	37.64	
	<a href="#">405-091-2209</a>	UTILITIES - NATURAL GAS	September- 4510		37.64	
<a href="#">09.2024 5390</a>	Invoice	10/02/2024	Monthly gas bill- District 3	0.00	28.72	
	<a href="#">408-091-2209</a>	UTILITIES - NATURAL GAS	September- 5390		28.72	
<a href="#">09.2024 5690</a>	Invoice	10/02/2024	Monthly gas bill- Maintenace	0.00	29.24	
	<a href="#">401-015-2209</a>	UTILITIES - NATURAL GAS	September- 5690		29.24	
<a href="#">09.2024 5870</a>	Invoice	10/02/2024	Monthly gas bill- Senior Center	0.00	48.85	
	<a href="#">401-036-2209</a>	UTILITIES - NATURAL GAS	September		48.85	
<a href="#">09.2024 6000</a>	Invoice	10/02/2024	Monthly gas bill- Judicial	0.00	127.16	
	<a href="#">401-016-2209</a>	UTILITIES - NATURAL GAS	September		127.16	
<a href="#">09.2024 6230</a>	Invoice	10/02/2024	Monthly gas bill- District 5	0.00	30.89	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">405-091-2209</a>	UTILITIES - NATURAL GAS	September- 6230		30.89	
<a href="#">09.2024 6380</a>	Invoice	10/02/2024	Monthly gas bill- Clerk	0.00	29.77	
	<a href="#">612-020-2308</a>	VOTING MACHINE STORA	September		29.77	
<a href="#">09.2024 9250</a>	Invoice	10/02/2024	Monthly gas bill- District 3	0.00	24.00	
	<a href="#">408-091-2209</a>	UTILITIES - NATURAL GAS	September- 9250		24.00	
<a href="#">09.2024 9530</a>	Invoice	10/02/2024	Monthly gas bill- Dispatch	0.00	29.43	
	<a href="#">911-080-2209</a>	UTILITIES - NATURAL GAS	September		29.43	
	<b>**Void**</b>	10/09/2024	Regular	0.00	0.00	<b>130452</b>
51	ESTANCIA, TOWN OF	10/09/2024	Regular	0.00	1,307.61	130453
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">09.2024 249</a>	Invoice	10/02/2024	Monthly water bill- Admin	0.00	447.19	
	<a href="#">401-015-2210</a>	UTILITIES - WATER	September		447.19	
<a href="#">09.2024 263</a>	Invoice	10/02/2024	Monthly water bill- Maintenance	0.00	210.69	
	<a href="#">401-015-2210</a>	UTILITIES - WATER	September		210.69	
<a href="#">09.2024 279</a>	Invoice	10/02/2024	Monthly water bill- Health dept bldg	0.00	107.60	
	<a href="#">401-024-2210</a>	UTILITIES - WATER	September		107.60	
<a href="#">09.2024 284</a>	Invoice	10/02/2024	Monthly water bill- Senior Center	0.00	131.76	
	<a href="#">401-036-2210</a>	UTILITIES - WATER	September		131.76	
<a href="#">09.2024 654</a>	Invoice	10/02/2024	Monthly Water bill- Judicial	0.00	278.61	
	<a href="#">401-016-2210</a>	UTILITIES - WATER	September		278.61	
<a href="#">09.2024 655</a>	Invoice	10/02/2024	Monthly water bill-Sheriff office	0.00	131.76	
	<a href="#">401-050-2210</a>	UTILITIES - WATER	September		131.76	
5548	ESTRADA, CHRISTINA	10/09/2024	Regular	0.00	95.00	130454
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004022</a>	Invoice	10/07/2024	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>	TRAVEL - APPOINTED BO	2024 October PZ meeting		95.00	
4448	GEO-TEST INC.	10/09/2024	Regular	0.00	5,176.76	130455
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">102150</a>	Invoice	10/07/2024	Geo test Soil Testing	0.00	5,176.76	
	<a href="#">629-060-2790</a>	RILEY ROAD PROJECT DOT	Geo test Soil Testing		5,176.76	
VEN01250	Gilbert RW Sanchez	10/09/2024	Regular	0.00	95.00	130456
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004021</a>	Invoice	10/07/2024	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>	TRAVEL - APPOINTED BO	2024 October meeting		95.00	
4585	HAMM, LAUREL	10/09/2024	Regular	0.00	170.00	130457
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">LIVE BURNS RETU</a>	Invoice	10/09/2024	RETURN FROM SOCORRO NM LIVE BURN	0.00	170.00	
	<a href="#">406-091-2205</a>	TRAVEL - EMPLOYEES	RETURN FROM SOCORRO NM LI		170.00	
214	Hart's Trustworthy Hardware	10/09/2024	Regular	0.00	83.83	130458
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">A147307</a>	Invoice	10/07/2024	Hart's Open PO July	0.00	83.83	
	<a href="#">408-091-2215</a>	MAINTENANCE & REPAIR	District 3- Maintenance & repair		83.83	
VEN01165	Healthfront P.C.	10/09/2024	Regular	0.00	1,500.00	130459

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">2259</a>	Invoice	10/02/2024	Medical Director Services Contract OpenP	0.00	1,500.00	
	<a href="#">416-083-2272</a>		CONTRACT - PROFESSION		845.84	
	<a href="#">604-083-2272</a>		CONTRACT - PROFESSION		8.33	
	<a href="#">911-080-2272</a>		CONTRACT - PROFESSION		645.83	
990	IRON MOUNTAIN RECORDS MANAGEMENT	10/09/2024	Regular	0.00	1,909.41	130460
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">202884038</a>	Invoice	10/02/2024	Off site storage	0.00	636.47	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		463.00	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		173.47	
<a href="#">202899207</a>	Invoice	10/02/2024	Off site storage	0.00	636.47	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		173.47	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		463.00	
<a href="#">202904968</a>	Invoice	10/02/2024	Off site storage	0.00	636.47	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		173.47	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		463.00	
2964	J-MAR & ASSOCIATES	10/09/2024	Regular	0.00	745.32	130461
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">208973</a>	Invoice	09/18/2024	Plotter Printer Paper	0.00	745.32	
	<a href="#">401-008-2221</a>		PRINTING/PUBLISHING/A		745.32	
3712	JOHNSTON, DANIELLE	10/09/2024	Regular	0.00	95.00	130462
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004020</a>	Invoice	10/07/2024	PZ meeting vouchers	0.00	95.00	
	<a href="#">401-008-2300</a>		TRAVEL - APPOINTED BO		95.00	
129	MORIARTY, CITY OF	10/09/2024	Regular	0.00	192.12	130463
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">Exhibit I 8/30/24</a>	Invoice	10/02/2024	MOU with City of Moriarty PD for DWI en	0.00	192.12	
	<a href="#">605-022-2271</a>		CONTRACT - OTHER SERV		192.12	
4464	NM APPARATUS LLC	10/09/2024	Regular	0.00	610.16	130464
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">2043</a>	Invoice	10/02/2024	PM Service R1-3	0.00	610.16	
	<a href="#">416-083-2201</a>		MAINTENANCE & REPAIR		34.65	
	<a href="#">416-083-2201</a>		MAINTENANCE & REPAIR		46.08	
	<a href="#">416-083-2201</a>		MAINTENANCE & REPAIR		529.43	
25	NM COUNTY INSURANCE AUTHORITY	10/09/2024	Regular	0.00	33,655.00	130465
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">NMCIA-00032</a>	Invoice	10/07/2024	Capital Adequacy Funding Year 1	0.00	33,655.00	
	<a href="#">401-005-2212</a>		INSURANCE - GENERAL LI		12,383.50	
	<a href="#">401-005-2214</a>		WORKER'S COMPENSATI		10,933.50	
	<a href="#">401-050-2212</a>		OTHER INSURANCE PREM		10,338.00	
1096	NM RETIREE HEALTH-CARE AUTHORI	10/09/2024	Regular	0.00	6,062.71	130466
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004012</a>	Invoice	10/03/2024	Retiree Health Care	0.00	29.12	
	<a href="#">401-000-9001</a>		Payroll Liabilities		29.12	
<a href="#">INV0004046</a>	Invoice	10/10/2024	Retiree Health Care	0.00	6,033.59	



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">401-000-9001</a>	Payroll Liabilities	Retiree Health Care		6,033.59	
448	NM TAXATION & REVENUE	10/09/2024	Regular	0.00	634.39	130467
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004052</a>	Invoice	10/10/2024	LEVY NUMBER: 60573	0.00	634.39	
	<a href="#">401-000-9001</a>	Payroll Liabilities	LEVY NUMBER: 60573		634.39	
1711	POSITIVE PROMOTIONS	10/09/2024	Regular	0.00	1,008.90	130468
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">07445547</a>	Invoice	10/03/2024	Footballs District 3 FD	0.00	1,008.90	
	<a href="#">408-091-2248</a>	SUPPLIES - SAFETY	Set Up Charge		50.00	
	<a href="#">408-091-2248</a>	SUPPLIES - SAFETY	Glow in Dark Footballs		958.90	
3859	PRUDENTIAL OVERALL SUPPLY	10/09/2024	Regular	0.00	104.88	130469
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">450736420</a>	Invoice	10/03/2024	Uniform Rental for Maintenance Dept	0.00	104.88	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Polo Shirts 100% Polytri Navy		2.25	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Polo Shirts 100% Polytri LT Blue		2.70	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Polo Shirt 100% Polytri Navy		2.25	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Delivery Charges		15.07	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Men's Classic Denim Work Jean		4.87	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	PANT bLACK tECH. pANT		6.24	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Men's Grey Mimix Work Shirt		3.24	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Men's Grey Mimix Work Shirt		3.24	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Polo Shirt 100% Polytri Navy		2.25	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Pant Black Tech. Pant		6.24	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Pant Black Tech. Pant		6.24	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Polo Shirt 100% Polytri LT Blue		2.70	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Pant Black Tech. Pant		6.24	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Western Pant 100% Cotton Deni		3.05	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Men's Grey Mimix Work Shirt		2.70	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Budget Protection Program		28.67	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Men's Grey Mimix Work Shirt		2.70	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Pant 65-35 Twill, Tan Cargo PCK		0.51	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Polo Shirt 100% Polytri LT Blue		2.70	
	<a href="#">401-065-2236</a>	SUPPLIES - UNIFORMS	Pant 65-35 Twill, Tan Cargo PCK		1.02	
	**Void**	10/09/2024	Regular	0.00	0.00	130470
3859	PRUDENTIAL OVERALL SUPPLY	10/09/2024	Regular	0.00	794.16	130471
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">450735676</a>	Invoice	10/03/2024	Prudential Supplies for Maintenan Custod	0.00	794.16	
	<a href="#">401-015-2229</a>	SUPPLIES - PAPER	Jumbo Roll Tissue		228.82	
	<a href="#">401-015-2229</a>	SUPPLIES - PAPER	Jumbo Roll Tissue		134.80	
	<a href="#">401-015-2229</a>	SUPPLIES - PAPER	Trash Liners 43x48		121.36	
	<a href="#">401-015-2229</a>	SUPPLIES - PAPER	Hard Roll Towels (800ft)		292.55	
	<a href="#">401-015-2229</a>	SUPPLIES - PAPER	Delivery Charge		16.63	
5426	SENERGY PETROLEUM, LLC	10/09/2024	Regular	0.00	4,383.32	130472
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">SEN-905532</a>	Invoice	10/07/2024	Bulk Fuel and Oil	0.00	4,383.32	
	<a href="#">402-060-2202</a>	SUPPLIES - VEHICLE FUEL	Bulk Fuel and Oil		4,383.32	
5335	SOUTHERN TIRE MART	10/09/2024	Regular	0.00	10,981.22	130473

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">5020097641</a>	Invoice	10/02/2024	Tires For Equipment	0.00	10,981.22	
	<a href="#">402-060-2232</a>		SUPPLIES-TIRES		118.72	
	<a href="#">402-060-2232</a>		SUPPLIES-TIRES		263.40	
	<a href="#">402-060-2232</a>		SUPPLIES-TIRES		2,920.00	
	<a href="#">402-060-2232</a>		SUPPLIES-TIRES		1,140.00	
	<a href="#">402-060-2232</a>		SUPPLIES-TIRES		6,539.10	
3978	STAPLES BUSINESS ADVANTAGE	10/09/2024	Regular	0.00	69.27	130474
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">6011772379</a>	Invoice	10/02/2024	Printer Ink	0.00	69.27	
	<a href="#">604-083-2219</a>		SUPPLIES - GENERAL OFFI		48.27	
	<a href="#">604-083-2219</a>		SUPPLIES - GENERAL OFFI		21.00	
3978	STAPLES BUSINESS ADVANTAGE	10/09/2024	Regular	0.00	67.99	130475
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">7002382387</a>	Invoice	10/03/2024	Magnifier Lamp	0.00	67.99	
	<a href="#">401-050-2219</a>		SUPPLIES - GENERAL OFFI		67.99	
3915	STERICYCLE, INC.	10/09/2024	Regular	0.00	48.21	130476
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">8008512200</a>	Invoice	10/03/2024	Monthly Service Stericycle Open PO	0.00	48.21	
	<a href="#">416-083-2230</a>		SUPPLIES - MEDICAL		48.21	
4887	SUPPLY CACHE INC	10/09/2024	Regular	0.00	4,660.16	130477
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">332641A</a>	Invoice	10/03/2024	Class A Foam District 5	0.00	4,660.16	
	<a href="#">405-091-2248</a>		SUPPLIES - SAFETY		4,660.16	
2010	TLC UNIFORMS	10/09/2024	Regular	0.00	51.78	130478
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">3343122916</a>	Invoice	10/09/2024	COMMISSION APPROVED NO PO PURCHA	0.00	51.78	
	<a href="#">416-083-2236</a>		SUPPLIES - UNIFORMS		29.99	
	<a href="#">416-083-2236</a>		SUPPLIES - UNIFORMS		8.99	
	<a href="#">416-083-2236</a>		SUPPLIES - UNIFORMS		12.80	
2010	TLC UNIFORMS	10/09/2024	Regular	0.00	-51.78	130478
1335	TORRANCE COUNTY	10/09/2024	Regular	0.00	81.48	130479
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004048</a>	Invoice	10/10/2024	Torrance County Property Tax	0.00	81.48	
	<a href="#">401-000-9001</a>		Payroll Liabilities		81.48	
5414	TX CHILD SUPPORT SDU	10/09/2024	Regular	0.00	254.31	130480
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004053</a>	Invoice	10/10/2024	TX SDU CHILD SUPPORT	0.00	254.31	
	<a href="#">401-000-9001</a>		Payroll Liabilities		254.31	
5389	VIA HOMES & DEVELOPMENT LLC	10/09/2024	Regular	0.00	3,631.65	130481



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">September 2024</a>	Invoice	10/07/2024	Juvenile Justice Continuum Coordinator	0.00	3,631.65	
	<a href="#">635-067-2272</a>		CONTRACT - PROFESSION		3,410.00	
	<a href="#">635-076-2314</a>		PROGRAM SUPPORT		221.65	
VEN01282	YEAROUT MECHANICAL, LLC	10/09/2024	Regular	0.00	23,778.70	130482
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">42179</a>	Invoice	09/19/2024	Manzano Mutual Domestic Well Pump an	0.00	23,778.70	
	<a href="#">836-045-2272</a>		CONTRACT - PROFESSION		4,368.40	
	<a href="#">836-045-2272</a>		CONTRACT - PROFESSION		5,679.78	
	<a href="#">836-045-2272</a>		CONTRACT - PROFESSION		4,364.74	
	<a href="#">836-045-2272</a>		CONTRACT - PROFESSION		9,365.78	
106	CENTRAL NM ELECTRIC COOP.	10/15/2024	Regular	0.00	554.72	130483
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">07.2024 9100</a>	Invoice	10/09/2024	Dist 2 Monthly electric bill	0.00	554.72	
	<a href="#">406-091-2208</a>		UTILITIES - ELECTRICITY		415.17	
	<a href="#">406-091-2208</a>		UTILITIES - ELECTRICITY		139.55	
106	CENTRAL NM ELECTRIC COOP.	10/15/2024	Regular	0.00	545.33	130484
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">08.2024 9100</a>	Invoice	10/09/2024	Dist 2 Monthly electric bill	0.00	545.33	
	<a href="#">406-091-2208</a>		UTILITIES - ELECTRICITY		127.60	
	<a href="#">406-091-2208</a>		UTILITIES - ELECTRICITY		417.73	
50	EMW GAS ASSOCIATION	10/15/2024	Regular	0.00	86.76	130485
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">09.2024 0580</a>	Invoice	10/08/2024	Monthly gas bill- Animal Services	0.00	37.88	
	<a href="#">401-082-2209</a>		UTILITIES - NATURAL GAS		37.88	
<a href="#">09.2024 6141</a>	Invoice	10/08/2024	Monthly gas bill- Sheriff	0.00	48.88	
	<a href="#">401-050-2209</a>		UTILITIES - NATURAL GAS		48.88	
5662	Garcia, Deminica	10/15/2024	Regular	0.00	51.14	130486
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">2024 CPS FALL 20</a>	Invoice	10/15/2024	RETURN FROM ALBUQUERQUE NM 10.3.	0.00	51.14	
	<a href="#">401-010-2205</a>		TRAVEL - EMPLOYEES		51.14	
5179	LEAF CAPITAL FUNDING LLC	10/15/2024	Regular	0.00	572.53	130487
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">17230275</a>	Invoice	10/09/2024	Plotter Printer HP Designjet T2600ps Leas	0.00	572.53	
	<a href="#">401-008-2284</a>		LEASE EQUIPMENT		20.31	
	<a href="#">401-008-2284</a>		LEASE EQUIPMENT		552.22	
2015	PLATEAU WIRELESS	10/15/2024	Regular	0.00	4,780.50	130488
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">09.2024 1365</a>	Invoice	10/08/2024	Internet & wireless services	0.00	127.80	
	<a href="#">407-091-2207</a>		TELECOMMUNICATIONS		127.80	
<a href="#">10.2024 1934</a>	Invoice	10/09/2024	Internet & wireless & phone services	0.00	4,652.70	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		4,652.70	
107	QWEST CORPORATION	10/15/2024	Regular	0.00	324.81	130489

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">10.2024 7435</a>	Invoice	10/09/2024	Monthly Charges for Jail Fund	0.00	324.81	
	<a href="#">401-096-2207</a>	TELECOMMUNICATIONS	October		324.81	
5339	US BANK CORPORATE PAYMENT SYSTEM	10/15/2024	Regular	0.00	21,176.41	130490
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">7891 9.16.24</a>	Invoice	10/15/2024	FUEL CARD USAGE STATEMENT DATE 9.16	0.00	21,176.41	
	<a href="#">401-008-2202</a>	SUPPLIES - VEHICLE FUEL	PZ		461.80	
	<a href="#">401-010-2202</a>	SUPPLIES - VEHICLE FUEL	MANAGER		29.71	
	<a href="#">401-020-2202</a>	SUPPLIES-VEHICLE FUEL	CLERK		55.50	
	<a href="#">401-030-2202</a>	SUPPLIES - VEHICLE FUEL	TREASURER		144.39	
	<a href="#">401-040-2202</a>	SUPPLIES - VEHICLE FUEL	ASSESSOR		119.94	
	<a href="#">401-050-2202</a>	SUPPLIES - VEHICLE FUEL	SHERIFF		12,359.49	
	<a href="#">401-065-2202</a>	SUPPLIES - VEHICLE FUEL	MAINTENANCE		387.75	
	<a href="#">401-082-2202</a>	SUPPLIES - VEHICLE FUEL	ANIMAL SERVICES		922.93	
	<a href="#">405-091-2202</a>	SUPPLIES - VEHICLE FUEL	DIST 5		658.69	
	<a href="#">406-091-2202</a>	SUPPLIES - VEHICLE FUEL	DIST 2		474.02	
	<a href="#">408-091-2202</a>	SUPPLIES - VEHICLE FUEL	DIST 3		98.04	
	<a href="#">409-091-2202</a>	SUPPLIES - VEHICLE FUEL	DIST 4		93.61	
	<a href="#">413-091-2202</a>	SUPPLIES - VEHICLE FUEL	FIRE ADMIN		1,077.05	
	<a href="#">416-083-2202</a>	SUPPLIES - VEHICLE FUEL	EMT		3,839.86	
	<a href="#">604-083-2202</a>	SUPPLIES - VEHICLE FUEL	EMERGENCY MANAGEMENT		267.04	
	<a href="#">605-022-2202</a>	SUPPLIES - VEHICLE FUEL	DWI		60.00	
	<a href="#">605-022-2202</a>	SUPPLIES - VEHICLE FUEL	DWI		89.75	
	<a href="#">911-080-2202</a>	SUPPLIES - VEHICLE FUEL	DISPATCH		36.84	
	**Void**	10/15/2024	Regular	0.00	0.00	130491
2858	WASTE MANAGEMENT OF NM INC.	10/15/2024	Regular	0.00	264.65	130492
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">0765241-0573-1</a>	Invoice	10/09/2024	Monthly dumpster charges- dist 3	0.00	134.52	
	<a href="#">408-091-2210</a>	UTILITIES - WATER	October		134.52	
<a href="#">0765876-0573-4</a>	Invoice	10/09/2024	Monthly dumpster charges- dist5	0.00	130.13	
	<a href="#">405-091-2210</a>	UTILITIES - WATER	October		130.13	
3	4 RIVERS EQUIPMENT, LLC	10/17/2024	Regular	0.00	42.01	130493
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1685953</a>	Invoice	10/09/2024	Parts for sweeper and 540 loader	0.00	42.01	
	<a href="#">402-060-2244</a>	MAINTENANCE & REPAIR	CAP		42.01	
66	ALBUQUERQUE PUBLISHING CO.	10/17/2024	Regular	0.00	110.59	130494
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">09.2024</a>	Invoice	10/08/2024	AD for Public Hearing	0.00	47.69	
	<a href="#">401-055-2221</a>	PRINTING/PUBLISHING/A	AD for Public Hearing		47.69	
<a href="#">67090</a>	Invoice	09/30/2024	Payment to ABQ Publishing for Public No	0.00	62.90	
	<a href="#">401-055-2221</a>	PRINTING/PUBLISHING/A	tax		4.46	
	<a href="#">401-055-2221</a>	PRINTING/PUBLISHING/A	Payment to ABQ Publishing for		58.44	
5450	AMAZON BUSINESS	10/17/2024	Regular	0.00	356.83	130495

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1NTG-M33G-3QT</a>	Invoice	10/09/2024	Amazon Items Dispatch	0.00	356.83	
	<a href="#">911-080-2218</a>		MAINTENANCE & REPAIR		139.99	
	<a href="#">911-080-2218</a>		MAINTENANCE & REPAIR		89.99	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		54.89	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		28.33	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		25.66	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		17.97	
5450	AMAZON BUSINESS	10/17/2024	Regular	0.00	80.80	130496
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">14R6-G4HY-MFC</a>	Invoice	10/09/2024	Office supplies for Misdemeanor Complia	0.00	80.80	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		31.98	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		6.84	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		16.99	
	<a href="#">401-073-2219</a>		SUPPLIES - GENERAL OFFI		24.99	
5450	AMAZON BUSINESS	10/17/2024	Regular	0.00	1,705.04	130497
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1XH9-LMD3-1M6</a>	Invoice	10/09/2024	Amazon	0.00	1,705.04	
	<a href="#">911-080-2218</a>		MAINTENANCE & REPAIR		47.90	
	<a href="#">911-080-2218</a>		MAINTENANCE & REPAIR		42.89	
	<a href="#">911-080-2218</a>		MAINTENANCE & REPAIR		70.98	
	<a href="#">911-080-2218</a>		MAINTENANCE & REPAIR		78.64	
	<a href="#">911-080-2219</a>		MAINTENANCE & REPAIR		99.98	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		919.96	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		39.88	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		71.98	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		12.68	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		67.00	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		90.08	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		9.99	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		49.56	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		15.98	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		23.99	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		22.99	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		40.56	
	**Void**	10/17/2024	Regular	0.00	0.00	130498
5450	AMAZON BUSINESS	10/17/2024	Regular	0.00	292.68	130499
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">17Y4-6QJH-DY7N</a>	Invoice	10/08/2024	Office Supplies	0.00	292.68	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		2.83	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		259.00	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		30.85	
5450	AMAZON BUSINESS	10/17/2024	Regular	0.00	61.07	130500
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">16M4-C9XJ-66K6</a>	Invoice	10/09/2024	Frames Amazon	0.00	61.07	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		28.68	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		32.39	
4975	AMERICAN SOLUTIONS FOR BUSINESS	10/17/2024	Regular	0.00	1,384.00	130501



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV07630950</a>	Invoice	09/18/2024	Sheriff Office Tow Slips	0.00	1,384.00	
	<a href="#">401-050-2222</a>		SUPPLIES - FIELD SUPPLIE		1,384.00	
1405	BNY MELLON - AS TRUSTEE: SFCAD	10/17/2024	Regular	0.00	291.00	130502
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">TOR 8-2024</a>	Invoice	10/08/2024	Santa Fe Inmate Housing Aug	0.00	291.00	
	<a href="#">420-070-2172</a>		CARE OF INMATES		291.00	
3391	CINTAS CORPORATION NO. 2	10/17/2024	Regular	0.00	1,435.50	130503
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">9290081988</a>	Invoice	10/08/2024	September- AED Devices	0.00	1,435.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Animal Services		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Dispatch		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Judicial		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Estancia		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Mountainair		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Moriarty		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- McIntosh		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Fair Grounds		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- CID/EM		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Road dept		130.50	
	<a href="#">600-006-2271</a>		CONTRACT - OTHER SERV		130.50	
	<a href="#">600-006-2271</a>		AED Devices- Admin		130.50	
5416	CRYSTAL SPRINGS	10/17/2024	Regular	0.00	13.00	130504
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">9305528</a>	Invoice	10/08/2024	Drinking Water - Finance	0.00	13.00	
	<a href="#">401-055-2219</a>		SUPPLIES - GENERAL OFFI		13.00	
2630	CTRL+P	10/17/2024	Regular	0.00	242.15	130505
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">2024-10273</a>	Invoice	10/08/2024	Ads in The Independent for Smart Choice	0.00	242.15	
	<a href="#">605-022-2221</a>		PRINTING/PUBLISHING/A		242.15	
5561	CULLIGAN ABQ LLC	10/17/2024	Regular	0.00	58.50	130506
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">301951</a>	Invoice	10/08/2024	Water Delivery Service	0.00	58.50	
	<a href="#">401-030-2271</a>		CONTRACT - OTHER SERV		58.50	
4383	DE LAGE LANDEN FINANCIAL SERVICE	10/17/2024	Regular	0.00	308.38	130507
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">588537798</a>	Invoice	10/08/2024	Printer/Copier Monthly Lease Contract	0.00	308.38	
	<a href="#">401-030-2284</a>		EQUIPMENT LEASES		308.38	
4383	DE LAGE LANDEN FINANCIAL SERVICE	10/17/2024	Regular	0.00	325.02	130508
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">588428477</a>	Invoice	10/08/2024	EQUIPMENT LEASE AGREEMENT	0.00	325.02	
	<a href="#">401-040-2284</a>		EQUIPMENT LEASES		325.02	
VEN01351	DIVERSE OFFICE SUPPLY	10/17/2024	Regular	0.00	107.57	130509



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">103686-00</a>	Invoice	10/08/2024	Office Supplies	0.00	107.57	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		13.07	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		21.06	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		10.58	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		39.88	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		10.65	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		1.18	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		2.66	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		6.94	
	<a href="#">401-030-2219</a>		SUPPLIES - GENERAL OFFI		1.55	
4178	DOCUMENT SOLUTIONS INC	10/17/2024	Regular	0.00	3.96	130510
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">340314</a>	Invoice	10/09/2024	Copier overages	0.00	3.96	
	<a href="#">911-080-2221</a>		PRINTING/PUBLISHING/A		3.96	
			October Copier overage			
2585	EAST MOUNTAIN AUTO GLASS	10/17/2024	Regular	0.00	325.00	130511
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">26130</a>	Invoice	10/08/2024	Repair of driver side window in AC truck	0.00	325.00	
	<a href="#">401-082-2201</a>		MAINTENANCE & REPAIR		325.00	
			Repair of driver side window in			
51	ESTANCIA, TOWN OF	10/17/2024	Regular	0.00	2,920.00	130512
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">9-16-2024</a>	Invoice	10/09/2024	Bulk Water for Road Projects	0.00	2,920.00	
	<a href="#">402-060-2210</a>		UTILITIES - WATER		2,920.00	
			Bulk Water for Road Projects			
36	GUSTIN HARDWARE, INC.	10/17/2024	Regular	0.00	1,152.37	130513
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">09t-30-24</a>	Invoice	10/09/2024	Supplies and parts for maintenance at roa	0.00	1,152.37	
	<a href="#">402-060-2250</a>		SUPPLIES - SHOP		1,152.37	
			Supplies and parts for maintena			
990	IRON MOUNTAIN RECORDS MANAGEMENT	10/17/2024	Regular	0.00	636.47	130514
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">202918387</a>	Invoice	10/08/2024	Off site storage	0.00	636.47	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		173.47	
	<a href="#">612-020-2203</a>		MAINTENANCE & REPAIR		463.00	
			September- Admin Fee			
			September- Off site storage			
2291	LOBO INTERNET SERVICES LTD	10/17/2024	Regular	0.00	137.50	130515
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">N10958-60</a>	Invoice	10/09/2024	Lobo Internet	0.00	137.50	
	<a href="#">911-080-2207</a>		TELECOMMUNICATIONS		137.50	
			November Service Cost			
2291	LOBO INTERNET SERVICES LTD	10/17/2024	Regular	0.00	45.00	130516
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">N12084-58</a>	Invoice	10/09/2024	Monthly internet service	0.00	45.00	
	<a href="#">401-096-2207</a>		TELECOMMUNICATIONS		45.00	
			Monthly internet service Nove			
2291	LOBO INTERNET SERVICES LTD	10/17/2024	Regular	0.00	155.00	130517

## Check Report

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">N10715-66</a>	Invoice	10/09/2024	INTERNET & WEB HOSTING	0.00	155.00	
	<a href="#">401-096-2207</a>	TELECOMMUNICATIONS	NOV 2024 INTERNET & WEB HO		155.00	
901	NM TEEN COURT ASSOCIATION	10/17/2024	Regular	0.00	275.00	130518
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">2025</a>	<a href="#">Account Number</a>	<a href="#">Account Name</a>	<a href="#">Item Description</a>	<a href="#">Distribution Amount</a>		
	Invoice	10/08/2024	NM Teen Court Assoc. Membership Dues	0.00	275.00	
	<a href="#">605-022-2269</a>	SUBSCRIPTIONS & DUES	Primary Member Dues		225.00	
	<a href="#">605-022-2269</a>	SUBSCRIPTIONS & DUES	Outreach/Media Link Dues		50.00	
1449	P & M SIGNS INC	10/17/2024	Regular	0.00	4,513.98	130519
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">9341</a>	<a href="#">Account Number</a>	<a href="#">Account Name</a>	<a href="#">Item Description</a>	<a href="#">Distribution Amount</a>		
	Invoice	10/08/2024	Signs and Decals	0.00	4,513.98	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	Stop sign		1,139.20	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	school bus stop ahead		1,600.00	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	No thru traffic		432.24	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	decal 12x12		250.00	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	Speed Limit sign 45mph		432.24	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	rd decal 3 inches		100.00	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	decal numbers 1-10		20.00	
	<a href="#">402-060-2242</a>	SUPPLIES - SIGNS	End of county maintenance		540.30	
1711	POSITIVE PROMOTIONS	10/17/2024	Regular	0.00	1,429.34	130520
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">07453725</a>	<a href="#">Account Number</a>	<a href="#">Account Name</a>	<a href="#">Item Description</a>	<a href="#">Distribution Amount</a>		
	Invoice	10/08/2024	Breast Cancer Awareness	0.00	1,429.34	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	Mesh-Back Cap		143.76	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	Set up Charge		50.00	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	Camino Heathered Tote Bag		471.76	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	2XLg. T-shirts		120.72	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	16oz Tumbler & Sipper Cups		179.50	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	XLg. T-shirts		173.85	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	Med. T-shirts		92.72	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	Lg. T-shirts		173.85	
	<a href="#">600-006-2248</a>	SUPPLIES - SAFETY	Sm T-shirts		23.18	
3859	PRUDENTIAL OVERALL SUPPLY	10/17/2024	Regular	0.00	283.69	130521
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">450737159</a>	<a href="#">Account Number</a>	<a href="#">Account Name</a>	<a href="#">Item Description</a>	<a href="#">Distribution Amount</a>		
	Invoice	10/09/2024	Uniforms for Road Crew	0.00	283.69	
	<a href="#">402-060-2236</a>	SUPPLIES - UNIFORMS	Uniforms Aug-2		283.69	
3601	SAN BAR CONSTRUCTION CORP	10/17/2024	Regular	0.00	318.94	130522
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">85142-S</a>	<a href="#">Account Number</a>	<a href="#">Account Name</a>	<a href="#">Item Description</a>	<a href="#">Distribution Amount</a>		
	Invoice	10/08/2024	Torrance County buyers' sign	0.00	318.94	
	<a href="#">412-053-2221</a>	PRINTING/PUBLISHING/A	Torrance County buyers' sign		318.94	
3933	SANTA FE NEW MEXICAN	10/17/2024	Regular	0.00	147.65	130523
<a href="#">Payable #</a>	<a href="#">Payable Type</a>	<a href="#">Post Date</a>	<a href="#">Payable Description</a>	<a href="#">Discount Amount</a>	<a href="#">Payable Amount</a>	
<a href="#">93047</a>	<a href="#">Account Number</a>	<a href="#">Account Name</a>	<a href="#">Item Description</a>	<a href="#">Distribution Amount</a>		
	Invoice	10/09/2024	RFP TC FY24-25-007 - LEGAL ADVERTISE	0.00	147.65	
	<a href="#">401-055-2221</a>	PRINTING/PUBLISHING/A	RFP TC FY24-25-007 - LEGAL AD		147.65	
3978	STAPLES BUSINESS ADVANTAGE	10/17/2024	Regular	0.00	161.75	130524

## Check Report

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">6012478221</a>	Invoice	10/09/2024	Staples Dispatch	0.00	161.75	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		18.45	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		36.80	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		7.80	
	<a href="#">911-080-2219</a>		SUPPLIES - GENERAL OFFI		63.80	
	<a href="#">911-080-2220</a>		SUPPLIES - CLEANING		34.90	
4288	TECHNICON TRAINING & CONSULTING	10/17/2024	Regular	0.00	95.00	130525
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">24-IT-03522</a>	Invoice	10/08/2024	General Instructor Sgt Duran	0.00	95.00	
	<a href="#">410-050-2266</a>		EMPLOYEE TRAINING		95.00	
1314	TRIADIC INC.	10/17/2024	Regular	0.00	135.32	130526
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1702323</a>	Invoice	10/08/2024	PC Installation & Configuration	0.00	135.32	
	<a href="#">401-055-2228</a>		SOFTWARE		135.32	
5193	UNIVERSAL BACKGROUND SCREENING	10/17/2024	Regular	0.00	1,115.86	130527
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">202407013415</a>	Invoice	10/09/2024	Background & drug testing sceenings	0.00	1,115.86	
	<a href="#">401-014-2271</a>		CONTRACT-OTHER SERVI		975.10	
	<a href="#">406-091-2271</a>		CONTRACT - OTHER SERV		140.76	
810	WILLARD, VILLAGE OF	10/17/2024	Regular	0.00	588.00	130528
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">10-2-2024</a>	Invoice	10/09/2024	Tripple seven road project Willard	0.00	588.00	
	<a href="#">402-060-2253</a>		MAINTENANCE & REPAIR		588.00	
5380	VOYA HOLDINGS, INC.	10/10/2024	Bank Draft	0.00	1,325.55	DFT0000992
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004049</a>	Invoice	10/10/2024	Voya	0.00	1,325.55	
	<a href="#">401-000-9001</a>		Payroll Liabilities		1,325.55	
233	PUBLIC EMPLOYEES RETIREMENT	10/10/2024	Bank Draft	0.00	53,225.88	DFT0000993
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004051</a>	Invoice	10/10/2024	PERA Retirement	0.00	53,225.88	
	<a href="#">401-000-9001</a>		Payroll Liabilities		32,180.42	
	<a href="#">401-000-9001</a>		Payroll Liabilities		7,768.31	
	<a href="#">401-000-9001</a>		Payroll Liabilities		2,406.17	
	<a href="#">401-000-9001</a>		Payroll Liabilities		10,870.98	
448	NM TAXATION & REVENUE	10/10/2024	Bank Draft	0.00	7,684.71	DFT0000994
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004054</a>	Invoice	10/10/2024	State Tax	0.00	7,684.71	
	<a href="#">401-000-9001</a>		Payroll Liabilities		7,684.71	
1656	INTERNAL REVENUE SERVICE	10/10/2024	Bank Draft	0.00	49,193.75	DFT0000995



Check Report

Date Range: 10/04/2024 - 10/17/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004055</a>	Invoice	10/10/2024	Federal Tax	0.00	49,193.75	
	<a href="#">401-000-9001</a>		Payroll Liabilities		17,065.87	
	<a href="#">401-000-9001</a>		Payroll Liabilities		25,210.60	
	<a href="#">401-000-9001</a>		Payroll Liabilities		6,917.28	
233	PUBLIC EMPLOYEES RETIREMENT	10/10/2024	Bank Draft	0.00	662.31	DFT0000996
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004064</a>	Invoice	10/10/2024	PERA Retirement	0.00	662.31	
	<a href="#">401-000-9001</a>		Payroll Liabilities		533.52	
	<a href="#">401-000-9001</a>		Payroll Liabilities		128.79	
448	NM TAXATION & REVENUE	10/10/2024	Bank Draft	0.00	559.52	DFT0000997
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004065</a>	Invoice	10/10/2024	State Tax	0.00	559.52	
	<a href="#">401-000-9001</a>		Payroll Liabilities		559.52	
1656	INTERNAL REVENUE SERVICE	10/10/2024	Bank Draft	0.00	3,762.07	DFT0000998
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0004066</a>	Invoice	10/10/2024	Federal Tax	0.00	3,762.07	
	<a href="#">401-000-9001</a>		Payroll Liabilities		1,780.07	
	<a href="#">401-000-9001</a>		Payroll Liabilities		1,399.86	
	<a href="#">401-000-9001</a>		Payroll Liabilities		582.14	
233	PUBLIC EMPLOYEES RETIREMENT	10/10/2024	Bank Draft	0.00	-291.80	DFT0000999
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">CM0000183</a>	Credit Memo	10/10/2024	PERA Retirement	0.00	-291.80	
	<a href="#">401-000-9001</a>		Payroll Liabilities		-235.06	
	<a href="#">401-000-9001</a>		Payroll Liabilities		-56.74	

Bank Code Main Checking Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	150	106	0.00	176,968.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	-2,728.63
Bank Drafts	8	8	0.00	116,121.99
EFT's	7	6	0.00	2,373,126.22
	165	128	0.00	2,663,487.58



All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	150	106	0.00	176,968.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	-2,728.63
Bank Drafts	8	8	0.00	116,121.99
EFT's	7	6	0.00	2,373,126.22
	165	128	0.00	2,663,487.58

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	10/2024	2,663,487.58
			2,663,487.58



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 10-A



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 11-A



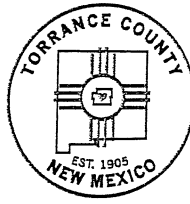
# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 12-A



PO Box 48  
205 9<sup>th</sup> Street  
Estancia, NM 87016  
(505) 544-4700 Main Line (505) 384-5294 Fax  
[www.torrancecountynm.org](http://www.torrancecountynm.org)



County Commission  
Commissioner Kevin McCall, District 1  
Commissioner Ryan Schwebach, District 2  
Commissioner Samuel D. Schropp, District 3

Interim County Manager  
Tracy Sedillo

**REQUEST TO BE PLACED ON THE TORRANCE COUNTY  
COMMISSION AGENDA**

This form must be returned to the County Manager's Office **ONLY!**

Deadline for inclusion of an item is MONDAY, NOON prior to the subsequent meeting.  
All fields must be filled out for consideration.

Name: Chavez, Sylvia  
First Last

Clerk's Office  
Department / Company / Organization Name

Today's Date: 10/10/2024

Telephone number/Extension: 4363

Is this request for the next Commission meeting? YES NO If no, date of Commission Meeting: 10/23/24

Brief explanation of business to be discussed \_\_\_ACTION\_\_\_DISCUSSION

Approval of annual contract with Tierra Logic for microfilm/microfiche scanner

Is this a Resolution, Contract, Agreement, Grant Application, Other? N/A

Has this been reviewed by Grant Committee? YES NO If yes, corresponding paperwork must be attached.

Has this been reviewed by the County Attorney? YES NO

If this is a contract, MOU, or Joint Powers Agreement, there must be a signature line for the County Attorney on the original contract.

Has this been reviewed by the Finance Dept? YES NO

Finance Initials: TS

- ☒ No Impact  
☐ Change in current fund  
☐ Raise Budget (allow 45 days after Commission approval)  
☐ Change in funds (allow 45 days after Commission approval)  
☐ Reduction  
☐ Transfer funds (allow 45 days after Commission approval)



Maintenance / Support Agreement-Contract Number: 4434

This Maintenance/Support Agreement ("the Agreement") is made and entered into as of **12/08/2024** by and between *Terralogic Document Systems (hereafter referred to as "TDS" a.k.a. "Service Provider")* and **TORRANCE COUNTY (a.k.a. "Licensee" & "Customer")** with principal place of business or operations at **205 NINTH STREET, ESTANCIA NM 87016.**

Contract Term: 12/08/2024 through 12/07/2025

#### A. SCOPE OF SERVICE - HARDWARE SUPPORT

1. Preventative Maintenance on hardware items listed in "*Attachment A*" (located at the end of this Agreement) will be performed in accordance with the Manufacturer suggested guidelines. Additional Preventative Maintenance requested by the customer or due to high usage may be subject to additional charges.
2. Onsite labor to repair reported deficiencies.
3. Parts required to repair reported deficiencies as deemed necessary by TDS.
4. *Response to equipment malfunction and failures.* Customer will provide the TDS technical support team with a *written* Error Report via email at: [help@terralogic.com](mailto:help@terralogic.com); this is a prerequisite to TDS's contractually response time to system failures, access problems, performance failures, and errors as it ensures Customer's service issue is promptly and properly logged into TDS's service queue and reaches all pertinent TDS support personnel. *Emailing service requests to individual TDS employees may cause a delay in response time and service level response times are not guaranteed in these cases.* The Error report must include an explanation of the hardware service issue end-user(s) are experiencing, the end-users operation (s) employed when the problem occurred, and any available documentation of the Error. This would include, but not limited to, screen prints of all system errors, error messages, and any other information TDS reasonably requires. Reasonably promptly after TDS receives the Error Report via [help@terralogic.com](mailto:help@terralogic.com), TDS will cooperate with end user in assigning an appropriate service level, time of response to the situation and Service Provider personnel to assist end user in resolving the issue. The levels of service issues and response times are described in the following subparagraphs:

<b>LEVEL I Complete equipment failure</b>
TDS will respond within two business hours after receipt of the Error Report and agreement that this Level of response is needed. TDS will immediately assign Service Staff & resources until resolution is reached and make all efforts to restore equipment operation within one business day
<b>LEVEL II End users are unable to execute certain system functions</b>
TDS will respond within four business hours after receipt of the Error Report and agreement to this Level of response. TDS will assign service staff & resources until resolution is reached and make all efforts to restore equipment function(s) within one business day.
<b>LEVEL III Equipment not performing per documentation, but user can perform basic job functions</b>
TDS will respond within one business day after receipt of the Error Report. TDS will make all efforts to restore function within three business days.
<b>LEVEL IV Guidance for equipment features not currently deployed &amp; user functionality question</b>
TDS will respond within three business days after receipt of user request.

All response actions on the part of TDS for points one (1) through five (5) above are contingent on the following:

**Assigned Service Call Number** - End user to email our technical support group at [help@terralogic.com](mailto:help@terralogic.com) or call our 800 technical support line (800-708-8584) and receive a Service Call Number.

**Remote Access** - Customer agrees to provide to TDS and maintain at the Customer's expense, Virtual Private Network (VPN) access or remote access through internet connectivity tools. This access is essential to provide support services; if it is not provided TDS reserves the right to charge current travel rates as well as for any additional expenses incurred.

**On-Site Services** - Following TDS's reasonable efforts to resolve the problems by telephone or through remote access, TDS will provide on-site Maintenance Services at Licensee's facilities in connection with the correction of any Level I, or II issue within eight business hours of the remote connection correction failure and within 16 business hours for level III issues at no additional costs to the customer.

## **B. SPECIFIC EXCLUSIONS - HARDWARE SUPPORT**

The following items are specifically excluded from this Agreement and are billable occurrences

Exclusion Fee schedule is included at the end of this section:

1. Routine maintenance procedures as described in the Cleaning section of the equipment's operator guide.
2. Cost of rebuilding, refurbishing or re-manufacturing the equipment.

3. Entire equipment accessory assemblies not essential to the primary function(s) of the machine.
4. "Consumables" including, but not limited to: Toner, drum units, maintenance kits, fuser kits, transfer kits, exchange roller kits, network cards, fax cards, lamps, bulbs, batteries, thermal transfer ribbons, paper.
5. Power cords, USB cords and power adapters.
6. Re-installation and reconfiguration of a machine beyond original installation for any reason.
7. Main logic board malfunction or replacement caused by paper clips, staples or other foreign material.
8. Any parts broken due to unnecessary roughness or negligent use.
9. Service, repair, replacement of parts, attachments or modifications of equipment installed by anyone other than authorized TDS representative.
10. Media, including but not limited to: CDs, tapes and ribbons.
11. The services of a technical support representative outside of TDS's normal business hours (Monday - Friday, 8:00a.m. MST to 5:00p.m. MST). Those services will be billed to Customer at TDS's current hourly rate.
12. If applicable, any original installation disks given to Customer at inception of original equipment installation. Customer is responsible for keeping original installation media for future re-installation if needed. Customer will be responsible for all costs associated in replacing original installation media if indeed replacements are available; TDS cannot guarantee replacement media will be available.

Hardware Related Billable Fee Schedule	
Reinstallation and reconfiguration of machine for any reason	\$125.00/hour
Hourly rate for any non covered request	\$125.00/hour
Parts listed as exclusions	TDS will quote as needed
Travel Zone Charge (Per round trip) - Quoted as needed	Zone charges vary



## **A. GENERAL**

1. Days and Hours of Coverage: This Support Agreement covers service during TDS's normal working hours, 8:00 a.m. to 5:00 p.m. MST, Monday through Friday. Coverage on Holidays (New Year's, Memorial, Independence, Labor, Thanksgiving, day in connection with Thanksgiving and Christmas Day) is not included in TDS's normal working hours.
2. At least 30 days prior to Agreement expiration, TDS will send Customer a renewal quote for continued support. Failure to accept by the expiration date will result in cancellation of this Agreement. Acceptance of the renewal after the expiration date will result in a 15% contract reinstatement fee.
3. This Agreement is not assignable by the customer.
4. This Agreement constitutes the entire agreement between the parties herein with respect to the subject matter hereof, and no representation, either written or oral, will be of any force or effect unless specifically set forth in this Agreement. No amendment or waiver of the terms of this Agreement may be made except in writing.
5. Neither party will be responsible for delays or inability to service caused, directly or indirectly, by strikes, accidents, climactic condition, or other reason of a like or dissimilar nature beyond its control. In no event will either party be liable for loss of profits or special, indirect or consequential damages arising from use of, or inability to use, Software, Hardware or related Documentation. No action relating to obligations herein may be brought by either party more than one year after the cause of action has occurred.
6. The offering of this Agreement, in and of itself is no guarantee that the System is suitable for the Customer's purposes, or whether the System will achieve the Customer's intended results.
7. Service Provider's liability in case of non-performance herein will be limited to the Annual Maintenance Charge specified in the Exhibits section.

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For service please call 1-800-708-8584

## *Maintenance Agreement*

### **Attachment A**

TORRANCE COUNTY  
205 NINETH STREET  
ESTANCIA, NM 87016

Service Item Description	Serial or Version No.	Location	Annual Cost
ScanPro 2000 w/FC	78086-726001172	CLERK	846.00
TOTAL			846.00

IN WITNESS WHEREOF, the parties have caused this Agreement (**4434**) to be executed by their duly authorized officers effective as of the date first set forth above.

**Terralogic Document Systems**

**TORRANCE COUNTY**

\_\_\_\_\_  
, Contracts Manager (Signature)

\_\_\_\_\_

Date: 08/28/2024

\_\_\_\_\_  
(Typed or Printed Name)

\_\_\_\_\_  
(Title)

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

**Terralogic Document Systems:**

1414 Common Drive  
El Paso, Texas 79901

6565 Americas Parkway NE #200  
Albuquerque, NM 87110

800-644-7112 General Inquiries  
800-708-8584 Technical Services

Technical Support: [help@terralogic.com](mailto:help@terralogic.com)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Michael Garcia

\_\_\_\_\_  
County Attorney  
Title

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



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 12-B



PO Box 48  
205 9<sup>th</sup> Street  
Estancia, NM 87016  
(505) 544-4700 Main Line (505) 384-5294 Fax  
[www.torrancecountynm.org](http://www.torrancecountynm.org)



County Commission  
Commissioner Kevin McCall, District 1  
Commissioner Ryan Schwebach, District 2  
Commissioner Samuel D. Schropp, District 3

Interim County Manager  
Tracy Sedillo

**REQUEST TO BE PLACED ON THE TORRANCE COUNTY  
COMMISSION AGENDA**

This form must be returned to the County Manager's Office **ONLY**!

Deadline for inclusion of an item is **MONDAY, NOON** prior to the subsequent meeting.  
All fields must be filled out for consideration.

Name: Kristin Saavedra Finance/Purchasing  
First Last Department / Company / Organization Name

Today's Date: 10.15.24 Telephone number/Extension: 505-544-4720

Is this request for the next Commission meeting? ☒ YES ☐ NO If no, date of Commission Meeting: \_\_\_\_\_

Brief explanation of business to be discussed ☒ ACTION ☐ DISCUSSION

RFP #TC FY24-25-007 Hazard Mitigation Plan Update Recommendation/Award:  
Bold Planning, Inc.

Is this a Resolution, Contract, Agreement, Grant Application, Other? Contract

Has this been reviewed by Grant Committee? ☒ YES ☐ NO If yes, corresponding paperwork must be attached.

Has this been reviewed by the County Attorney? ☒ YES ☐ NO

If this is a contract, MOU, or Joint Powers Agreement, there must be a signature line for the County Attorney on the original contract.

Has this been reviewed by the Finance Dept? ☒ YES ☐ NO Finance Initials: \_\_\_\_\_

- ☒ No Impact
- ☐ Change in current fund
- ☐ Raise Budget (allow 45 days after Commission approval)
- ☐ Change in funds (allow 45 days after Commission approval)
- ☐ Reduction
- ☐ Transfer funds (allow 45 days after Commission approval)

## **Request for Proposals (RFP): #TC FY24-25-007 Hazard Mitigation Plan Update**

### **A. PURPOSE OF THIS REQUEST FOR PROPOSALS**

This proposed project will develop a FEMA Approved Hazard Mitigation Plan (HMP) Update for Torrance County and other participating local governments, that meets the requirements of the Disaster Mitigation Act (DMA) of 2000, 44 CFR Part 201.6. The project will comply with the Federal Emergency Management Agency's (FEMA) most current Local Mitigation Planning Policy Guide and Hazard Mitigation Assistance (HMA) Program and Policy Guide. In addition, the HMP will be aligned with the current State of New Mexico's Hazard Mitigation Plan.

### **B. CONTRACT PERIOD AND RENEWAL OPTIONS**

This Agreement shall become effective upon approval of the Board of County Commissioners, hereinafter referred to as the "Board," and shall automatically renew on February 1st each calendar year for two (2) additional one-year terms, and shall expire on February 01, 2026, unless terminated pursuant to Articles 4 or 8, *infra*. In accordance with Section 13-1-150 NMSA 1978, no term for a professional services contract, including extensions and renewals, shall exceed four (4) years, except as set forth in Section 13-1-150 NMSA 1978.

### **C. LIMITATION OF COST AND COMPESENSATION:**

In consideration of its obligations under this Agreement, the Contractor will be compensated as follows:

The total amount payable to the Contractor under this Agreement must not exceed \$ 74,040.00, exclusive of NM GRT.

### **D. SUMMARY SCOPE OF WORK**

New priorities for this updated HMP and planning process include increasing community engagement, expanding the hazard risk and vulnerability assessment, improving the understanding of climate change's impact on hazards, integrating the HMP across other planning efforts, and assessing the unique risks to underserved populations and communities.

## APPENDIX C

### CONTRACT



**SERVICE AGREEMENT BETWEEN TORRANCE COUNTY AND  
BOLD PLANNING, INC.  
FOR UPDATING THE 2017 HAZARD MITIGATION PLAN FOR TORRANCE  
COUNTY/TOWN OF ESTANCIA/CITY OF MORIARTY/TOWN OF  
MOUNTAINAIR/VILLAGE OF WILLARD/VILLAGE OF ENCINO/CLAUNCH-PINTO  
SOIL WATER CONSERVATION DISTRICT**

**THIS AGREEMENT** is made and entered into this 23<sup>rd</sup> day of October, 2024, by and between **TORRANCE COUNTY**, hereinafter referred to as the "County" and **BOLD PLANNING, INC.** whose principal address is **1225 17<sup>TH</sup> STREET SUITE 2000, DENVER, CO 80202** hereinafter referred to as the "Contractor".

**WHEREAS**, TORRANCE COUNTY has experienced natural hazards that result in public safety hazards and damage to private and public property. The County currently has a Hazard Mitigation Plan; and

**WHEREAS**, pursuant to NMSA 1978 13-1-112, the County issued Request for Proposal (RFP) TC FY24-25-007 to solicit for Updating the 2017 Hazard Mitigation Plan; and

**WHEREAS**, the County determines the Contractor is the most qualified offeror; and

**WHEREAS**, the County requires the services of the Contractor, and the Contractor is willing to provide these services and both parties wish to enter into this Agreement.

**NOW, THEREFORE**, the parties agree as follows:

**1. SCOPE OF SERVICES**

The Contractor shall: identify and provide an update to Torrance County's Hazard Mitigation Plan as explained in Attachment A – Scope of Services.

**2. ADDITIONAL SERVICES**

- A. The parties agree that all tasks set forth in Attachment 1 (Scope of Services), of this Agreement must be completed in full, to the satisfaction of the County, in accordance with professional standards and for the amount set forth in Section 3 (Compensation, Invoicing and Set-off), of this Agreement, and for no other cost, amount, fee or expense.
- B. The County may change the services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between the County and the Contractor, must be incorporated in a written amendment to this Agreement.

**3. COMPENSATION, INVOICING, AND SET-OFF**

- A. In consideration of its obligations under this Agreement, the Contractor will be compensated as follows:
  - 1. The total amount payable to the Contractor under this Agreement must not exceed **\$ 74,040.00**, *exclusive* of NM GRT.
  - 2. This amount is a maximum and not a guarantee that the services to be performed by Contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. The County will notify the Contractor when the services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing.
- B. The Contractor shall submit a written request for payment to the County when payment is due under this Agreement. Upon the County's receipt of the written request, the County will issue a written certification of complete or partial acceptance or rejection of the deliverables for which payment is sought.
  - 1. The County's representative for certification of acceptance or rejection of contractual items and services is or such other individual as may be designated in the absence of the County representative.
  - 2. The Contractor agrees that the County may not make any payment hereunder unless and until it has issued a written certification accepting the Contractor's services.
  - 3. Within 30 days of the issuance of a written certification accepting the services or deliverables, the County will tender payment for the accepted items or services. In the event the County fails to make a tender payment within 30 days of the written certification accepting the items or services, the County will pay late payment



charges of one and 1.5% per month, until the amount due is paid in full.

- C. In the event the Contractor breaches this Agreement, the County may, without penalty, withhold any payments due the Contractor for the purpose of set-off until such time as the County determines the exact amount of damages it suffered as a result of the breach.
- D. Payment under this Agreement will not foreclose the right of the County to recover excessive or illegal payment.

#### **4. EFFECTIVE DATE AND TERM**

This Agreement shall become effective upon approval of the Board of County Commissioners, hereinafter referred to as the "Board," and shall automatically renew on February 1<sup>st</sup> each calendar year for two (2) additional one-year terms, and shall expire on February 01, 2026, unless terminated pursuant to Articles 4 or 8, *infra*. In accordance with Section 13-1-150 NMSA 1978, no term for a professional services contract, including extensions and renewals, shall exceed four (4) years, except as set forth in Section 13-1-150 NMSA 1978.

#### **5. TERMINATION**

- A. Termination of Agreement for Cause. Either party may terminate this Agreement based upon any material breach of this Agreement by the other party. The non-breaching party must give the breaching party written notice of termination specifying the grounds for the termination. The termination will be effective 30 days from the breaching party's receipt of the notice of termination, during which time the breaching party will have the right to cure the breach. If, however, the breach cannot with due diligence be cured within 30 days, the breaching party will have a reasonable time to cure the breach, provided that, within 30 days of its receipt of the written notice of termination, the breaching party began to cure the breach and advised the non-breaching party in writing that it intended to cure.
- B. Termination for Convenience of the County. The County may, in its discretion, terminate this Agreement at any time for any reason by giving the Contractor written notice of termination. The notice must specify the effective date of termination, which must not be less than 15 days from the Contractor's receipt of the notice. The County will pay the Contractor for acceptable services performed before the effective date of termination but will not be liable for services performed after the effective date of termination.

#### **6. APPROPRIATIONS AND AUTHORIZATIONS**

This Agreement is contingent upon sufficient appropriations and authorizations being made for performance of this Agreement by the Board of County Commissioners of the County and/or, if state funds are involved, the Legislature of the State of New Mexico. If sufficient appropriations and authorizations are not made in this or future fiscal years, this Agreement will terminate upon written notice by the County to the Contractor. Such termination will be without penalty to the County, and the County will have no duty to reimburse the Contractor for expenditures made in the performance of this Agreement. The County is expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered and approved for expenditure by the County. The

County's decision as to whether sufficient appropriations and authorizations have been made for the fulfillment of this Agreement will be final and not subject to challenge by the Contractor in any way or forum, including a lawsuit.

**7. INDEPENDENT CONTRACTOR**

The Contractor and its agents and employees will be independent contractors and not employees or agents of the County. Accordingly, the Contractor and its agents and employees will not accrue leave, participate in retirement plans, insurance plans, or liability bonding, use County vehicles, or participate in any other benefits afforded to employees of the County. Except as may be expressly authorized elsewhere in this Agreement, the Contractor has no authority to bind, represent, or otherwise act on behalf of the County and agrees not to purport to do so.

**8. ASSIGNMENT**

The Contractor must 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 advance written approval of the County. Any attempted assignment or transfer without the County's advance written approval will be void.

**9. SUBCONTRACTING**

The Contractor must not subcontract or delegate any portion of the services to be performed under this Agreement without the advance written approval of the County. Any attempted subcontracting or delegating without the County's advance written approval will void.

**10. PERSONNEL**

- A. All services must be performed by the Contractor or under its supervision.
- B. The Contractor represents that it has, or will secure at its own expense, all personnel required to discharge its obligations under this Agreement. Such personnel (i) must not be employees of or have any contractual relationships with the County and (ii) must be fully qualified and licensed or otherwise authorized or permitted under federal, state, and local law to perform such services.

**11. RELEASE**

Upon its receipt of all payments due under this Agreement, the Contractor releases the County, its elected officials, officers, agents and employees from all liabilities, claims, and obligations whatsoever arising from or under or relating to this Agreement.

**12. CONFIDENTIALITY**

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

**13. PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT**

- A. The County has the unrestricted right to publish, disclose, distribute and otherwise use,

in whole or in part, any reports, data, or other material prepared under or pursuant to this Agreement.

- B. The Contractor acknowledges and agrees that any material produced in whole or in part under or pursuant to this Agreement is a work made for hire. Accordingly, to the extent that any such material is copyrightable in the United States or in any other country, the County will own any such copyright.

#### **14. CONFLICT OF INTEREST**

The Contractor represents that it has no and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of its obligations under this Agreement.

#### **15. NO ORAL MODIFICATIONS; WRITTEN AMENDMENTS REQUIRED**

This Agreement may not be modified, altered, changed, or amended orally but, rather, only by an instrument in writing executed by the parties hereto. The Contractor specifically acknowledges and agrees that the County shall not be responsible for any changes to Section 1 (Scope of Work), of this Agreement unless such changes are set forth in a duly executed written amendment to this Agreement.

#### **16. ENTIRE AGREEMENT; INTEGRATION**

This Agreement incorporates all the agreements, and understandings between the parties, and all such agreements, and understandings are merged into this Agreement. No prior or contemporaneous agreement or understandings, verbal or otherwise, of the parties or their agents will be valid or enforceable unless embodied in this Agreement.

#### **17. NOTICE OF PENALTIES**

The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

#### **18. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE**

- A. The Contractor agrees to abide by all federal, state, and local laws, ordinances, and rules and regulations pertaining to equal employment opportunity and unlawful discrimination. Without in any way limiting the foregoing general obligation, the Contractor specifically agrees not to discriminate against any person with regard to employment with the Contractor or participation in any program or activity offered pursuant to this Agreement on the grounds of race, age, religion, color, national origin, ancestry, sex, physical or mental handicap, serious medical condition, spousal affiliation, sexual orientation, or gender identity.
- B. The Contractor acknowledges and agrees that failure to comply with this section will constitute a material breach of this Agreement.

#### **19. COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW**

- A. In performing its obligations hereunder, the Contractor must comply with all applicable laws, ordinances, and regulations.

- B. This Agreement will be construed in accordance with the substantive laws of the State of New Mexico, without regard to its choice of law rules. Contractor and the County agree that the exclusive forum for any litigation between them arising out of or related to this Agreement will be state district courts of New Mexico, located in Torrance County.

## **20. RECORDS AND INSPECTIONS**

- A. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to the County as part of the procurement process, the Contractor agrees to (i) maintain such books and records during the term of this Agreement and for a period of six years from the date of final payment under this Agreement; (ii) allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with generally accepted accounting principles (GAAP).
- B. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to County as part of the procurement process, the Contractor also agrees to require any subcontractor it may hire to perform its obligations under this Agreement to (i) maintain such books and records during the term of this Agreement and for a period of six years from the date of final payment under the subcontract; (ii) to allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with GAAP.

## **21. INDEMNIFICATION**

- A. The Contractor shall defend, indemnify the County and its elected officials, agents, and employees from any losses, liabilities, damages, demands, suits, causes of action, judgments, (including but not limited to legal costs) resulting from or directly or indirectly arising out of the Contractor's performance or non-performance of its obligations under this Agreement, including but not limited to the Contractor's breach of any representation or warranty made herein.
- B. The Contractor agrees that the County will have the right to control and participate in the defense of any such demand, suit, or cause of action concerning matters that relate to the County and that such suit will not be settled without the County's consent, such consent not to be unreasonably withheld. If a conflict exists between the interests of the County and the Contractor in such demand, suit, or cause of action, the County may retain its own counsel to represent the County's interest.
- C. The Contractor's obligations under this section will not be limited by the provisions of any insurance policy the Contractor is required to maintain under this Agreement.

## **22. SEVERABILITY**

If any term or condition of this Agreement shall be held invalid or non-enforceable by any



court of competent jurisdiction, the remainder of this Agreement will not be affected and shall be valid and enforceable.

### **23. NOTICES**

Any notice required to be given to either party by this Agreement must be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the County:  
Kristin Saavedra  
Torrance County Purchasing Division  
PO Box 48  
Estancia, New Mexico 87016

To the Contractor: Bold Planning, Inc.  
Name: Benny Meadows  
Address: 1225 17<sup>th</sup> St. Ste. 2000, Denver, CO 80202  
Phone: 720-490-4525

### **24. CONTRACTOR'S REPRESENTATIONS AND WARRANTIES**

The Contractor hereby represents that:

- A. This Agreement has been duly authorized by the Contractor, the person executing this Agreement has authority to do so, and, once executed by the Contractor, this Agreement will constitute a binding obligation of the Contractor.
- B. This Agreement and Contractor's obligations under this Agreement do not conflict with Contractor's corporate agreement or any statement filed with the New Mexico Secretary of State on Contractor's behalf.
- C. Contractor is legally registered and is properly licensed by the State of New Mexico to provide the services anticipated by this Agreement and must maintain such registration and licensure in good standing throughout the duration of the Agreement.

### **25. FAX or ELECTRONIC SIGNATURES**

The parties hereto agree that a facsimile or electronic signature has the same force and effect as an original for all purposes.

### **26. NO THIRD-PARTY BENEFICIARIES**

This Agreement was not intended to and does not create any rights in any persons not a party hereto.

### **27. INSURANCE**

- A. General Conditions. The Contractor must submit evidence of insurance as is required herein. Policies of insurance shall be written by companies authorized to write such insurance in New Mexico.
- B. General Liability Insurance. Including Automobile. The Contractor must procure and

maintain during the life of this Agreement a comprehensive general liability and automobile insurance policy with liability limits in amounts not less than \$1,000,000.00 combined single limits of liability for bodily injury, including death, and property damage for any one occurrence. Said policies of insurance shall include coverage for all operations performed for the County by the Contractor; coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment, both on and off work; and contractual liability coverage under which this Agreement is an insured contract. Torrance County must be a named additional insured on the policy.

- C. Increased Limits. If, during the life of this Agreement, the Legislature of the State of New Mexico increases the maximum limits of liability under the Tort Claims Act (NMSA 1978, Sections 41-4-1 through 41-4-29), the Contractor must increase the maximum limits of any insurance required herein.
- D. Workers' Compensation. The Contractor must comply with the provisions of the Workers' Compensation Act.

#### **28. PERMITS, FEES, AND LICENSES**

Contractor will procure all permits and licenses, pay all charges, fees, and royalties, and give all notices necessary and incidental to the due and lawful performance of its obligations hereunder.

#### **29. NEW MEXICO TORT CLAIMS ACT**

No provision of this Agreement modifies or waives any sovereign immunity or limitation of liability enjoyed by County or its "public employees" at common law or under the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1.

#### **30. CAMPAIGN CONTRIBUTION DISCLOSURE FORM**

The Contractor agrees to complete and submit simultaneous with execution of this Agreement a Campaign Contribution Disclosure form.

#### **31. SURVIVAL**

The provisions of following paragraphs shall survive termination of this Agreement: INDEMNIFICATION; RECORDS AND INSPECTION; RELEASE, CONFIDENTIALITY, PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT; COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW; NO THIRD-PARTY BENEFICIARIES; and SURVIVAL.

**IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of signature by the Board of County Commissioners below.**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Contractor

Printed Name: \_\_\_\_\_

Address: 1255 17<sup>th</sup> Street Suite 2000, Denver, CO 80202

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Torrance County Manager

Printed Name: J. Jordan Barela

Address: 205 S. Ninth Street, Estancia, NM 87016.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Torrance County Purchasing Agent

Printed Name: KRISTIN SAAVEDRA

Address: 205 S. Ninth Street, Estancia, NM 87016

## **BOARD OF COUNTY COMMISSIONERS**

**APPROVED, ADOPTED AND PASSED** on this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_  
YEAR.

\_\_\_\_\_  
Ryan Schwebach Chairman, District II

\_\_\_\_\_  
Kevin McCall Commissioner, District I

\_\_\_\_\_  
Samuel Schropp Member, District III

Approved as to form:

\_\_\_\_\_  
Torrance County Attorney

Attest:

\_\_\_\_\_  
Linda Jaramillo Torrance County Clerk



## **Attachment 1 – Scope of Services**

### **Torrance County**

New priorities for this updated HMP and planning process include increasing community engagement, expanding the hazard risk and vulnerability assessment, improving the understanding of climate change's impact on hazards, integrating the HMP across other planning efforts, and assessing the unique risks to underserved populations and communities

#### **Task 1: Organize Resources**

The planning team will be compiled from a diverse group beginning with representatives of the participating local governments, in addition to regional/state stakeholders and neighboring governments. Representatives from the sectors and lifelines identified in the Local Mitigation Planning Policy Guide and HMA Program and Policy Guide will be invited and encouraged to participate. Additionally, representatives for underserved communities, including community leaders and those with social capital, will be invited and supported by reducing obstacles to participation. Invitations to all potential participants will be emailed to all roster invitees.

Past FEMA and state comments on the existing HMP will be reviewed for any deficiencies and suggested comments. In addition, past hazard events, HMP maintenance efforts, and mitigation project implementation will be assessed. The plan will include a description of building codes, hazard overlay districts, zoning and subdivision codes, or other hazard mitigation measures currently in effect for each participating jurisdiction that has land use authority.

The plan will document the planning process used to develop the plan update, including each jurisdiction's participation in the planning process and how they met FEMA's participation requirements.

The development of a community engagement and outreach strategy will occur early in the planning process and be defined by participant capabilities and preferences. This may include a combination of public workshops, public surveys, public messaging via various social media and other platforms, and other engagement tools. The methods most used by Torrance County for community outreach currently include public meetings, postings on websites, Torrance County Emergency Management Facebook page, and postings in local newspapers. Torrance County will assess ways to expand outreach during the planning process. The public will be given an opportunity to provide input early in the planning process and will also be given an opportunity to comment on the draft HMP before it is finalized.

#### **Task 2: Risk Assessment**

The updated Hazard Mitigation Plan will identify all natural and human caused hazards likely to impact the jurisdiction. At a minimum, this shall include the hazards profiled in the previous HMP: Flood, Wildfire, Drought, Earthquake, Severe Winter Storms, High Wind, Extreme Heat. The risk assessment will include:

1. Best available data (local, state, and national), modeling tools (such as FEMA's Hazus software), and methodologies following industry best practices. Geospatial analysis will be utilized whenever data permits. As data gaps are identified, they will be tracked for inclusion into the mitigation strategy.
2. Updated information on the location, extent, and previous occurrences of each hazard affecting

- each jurisdiction, including any hazard events that have occurred since the last plan date.
3. Updated information on the probability of future hazard events.
  4. An analysis of each jurisdiction's vulnerability to each hazard, to include each hazard's impact on buildings, infrastructure, critical facilities, and vulnerable populations.
  5. The most current FEMA Flood Insurance Rate Maps (FIRM), if available. The plan will address changes in the type and number of National Flood Insurance Program (NFIP) insured properties, to include repetitive loss (RL) and severe repetitive loss (SRL) properties.
  6. How each hazard is likely to impact vulnerable populations and disadvantaged communities.
  7. How changing future conditions such as climate change and changes in development are likely to impact each jurisdiction's current and future vulnerability to each hazard.

### **Task 3: Mitigation Strategy**

Each jurisdiction will participate in the development of a mitigation strategy that reflects the results of the updated risk assessment and includes the following:

1. Each jurisdiction's existing capabilities related to hazard mitigation (authorities, policies, programs, and resources), and their ability to expand on and improve these existing tools. This will include any changes in community priorities and local mitigation progress.
2. Overall goals for reducing risk in the planning area. The participating jurisdictions may also create objectives as part of the mitigation strategy. The plan will describe how the planning team reviewed, and if applicable, updated the goals and objectives.
3. Updates on mitigation actions in the current plan, identifying which are complete, incomplete, deleted, or continued for each jurisdiction.
4. A description of each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate.
5. Specific mitigation actions and projects to reduce the impacts identified in the risk assessment, with an emphasis on new and existing buildings, critical infrastructure and lifelines, and vulnerable populations. Each jurisdiction seeking adoption of the plan must have at least one new or unimplemented action for each hazard profiled in the risk assessment.
6. The mitigation strategy will focus on opportunities to overcome challenges, including the recognition of needs and gaps in capabilities; prioritization of mitigation actions based on the plan's goals and updated risk assessment; identification of lead and supporting agencies for each mitigation action, the identification of possible funding sources; and the integration of the HMP into other community plans to strengthen the community's resilience to hazards.

The planning team will assess previous plan maintenance methods and identify strengths and gaps in execution of stated protocols. Discussion will result in an updated protocol that is feasible and includes specific methods for monitoring and evaluating the effectiveness of the plan, future updates to the plan, and a strategy for continued public participation.

### **Task 4: Plan Adoption**

The drafted HMP will be reviewed by the planning team and once approved will be released for public review and comment, for a period of at least two weeks. Any comments will be addressed, the FEMA Local Mitigation Plan Review Tool will be completed, and the final draft will be submitted to the State of New Mexico. Any state or FEMA revisions will be addressed. Upon receiving FEMA Approvable Pending Adoption status, Torrance County will obtain participant adoptions in a timely manner and once approved release the plan to the public. The result of the

project will be a FEMA Approved multi-hazard mitigation plan per 44 CFR 201.6.

**Budget**

The project is being funded through FEMA's Hazard Mitigation Assistance grant program. The federal share, not to exceed \$74,040.00, has been obligated for this project. The local project match (non-federal share) will be funded by the participating local governments through a combination of local cash and/or in-kind efforts.

***\*Intentionally Left Blank\****



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 12-C

PO Box 48  
205 9<sup>th</sup> Street  
Estancia, NM 87016  
(505) 544-4700 Main Line (505) 384-5294 Fax  
[www.torrancecountynm.org](http://www.torrancecountynm.org)



County Commission  
Commissioner Kevin McCall, District 1  
Commissioner Ryan Schwebach, District 2  
Commissioner Samuel D. Schropp, District 3

Interim County Manager  
Tracy Sedillo

## REQUEST TO BE PLACED ON THE TORRANCE COUNTY COMMISSION AGENDA

This form must be returned to the County Manager's Office **ONLY!**

Deadline for inclusion of an item is **MONDAY, NOON** prior to the subsequent meeting.  
All fields must be filled out for consideration.

Name: **Misty Witt**

First

Last

**Finance**

Department / Company / Organization Name

Today's Date: **10/8/24**

Telephone number/Extension: \_\_\_\_\_

Is this request for the next Commission meeting? YES NO If no, date of Commission Meeting: **10/23/24**

Brief explanation of business to be discussed **ACTION** **DISCUSSION**

Seeking approval to pay prior year invoice to Iron Mountain. Invoice is a contractual service and is paid by the Finance Department. This invoice was missed in December of 2023. There was a PO in place at the time of service.

Is this a Resolution, Contract, Agreement, Grant Application, Other? **No**

Has this been reviewed by Grant Committee? YES NO If yes, corresponding paperwork must be attached.

Has this been reviewed by the County Attorney? YES NO

If this is a contract, MOU, or Joint Powers Agreement, there must be a signature line for the County Attorney on the original contract.

Has this been reviewed by the Finance Dept? YES NO Finance Initials: \_\_\_\_\_

- ☐ No Impact
- ☐ Change in current fund
- ☐ Raise Budget (allow 45 days after Commission approval)
- ☐ Change in funds (allow 45 days after Commission approval)
- ☐ Reduction
- ☐ Transfer funds (allow 45 days after Commission approval)





# Invoice

Page 1 of 2

## Account Overview

Invoice Number:	202797345
Invoice Date:	11/30/2023
Service Period:	NOV-2023
Account ID:	44033.0NM389
Tax ID:	23-2588479

Direct Questions To: Customer Support Site -  
<https://ironmountain.com/support> or click  
"Contact Support"

- OFFICE OF COUNTY CLERK  
ACCOUNTS PAYABLE  
PO BOX 767  
ESTANCIA NM 87016-0767

Due By:	12/30/2023
---------	------------

## New Charges

Storage	341.46
Service	0.00
Other Charges	127.92
Tax	35.79
Total Adjustment Amount	0.00

INVOICE AMOUNT DUE IN USD	\$505.17
---------------------------	----------

*\*Past Due balances are subject to Late Fee per contract terms*

## LEGEND:

- When paying please include applicable customer ID(s), invoice number(s) and invoice amount(s)
- Balance Activity does not reflect any payment received that has not or could not be applied to open invoices.
- Adjustment amount includes credits, debits and other adjustments made by the specified date
- Payment is due per contract Net terms from the invoice date

*\*Unless otherwise expressly agreed upon in writing*

## TO VIEW ONLINE GO TO:

<https://www3.securesync.com>

*\*Not Available to our Data Restoration Program or Digital/Cloud Customer Base*

**Sign up for the most secure, easy, and eco-friendly way to receive invoices!**

Through SecureSync, you can:

**Receive email** notifications for new invoices  
**Access and print invoices** and invoice reports 24/7

**View invoice balances** and more

## SIGN UP TODAY:

<https://www3.securesync.com/> and click on "Pay invoices"

*For registration assistance, visit  
<https://www.ironmountain.com/support>  
click "Contact Support" and search "e-billing"*

*\*Not available for Data Restoration Program or DigitalCloud Customer Base*

SUBMIT PAYMENTS TO:	IRON MOUNTAIN PO BOX 601002 PASADENA, CA 91189-1002
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TORRANCE COUNTY  
COMMISSION MEETING

Agenda Item

No. 12-D

PO Box 48  
205 9<sup>th</sup> Street  
Estancia, NM 87016  
(505) 544-4700 Main Line (505) 384-5294 Fax  
[www.torrancecountynm.org](http://www.torrancecountynm.org)



County Commission  
Commissioner Kevin McCall, District 1  
Commissioner Ryan Schwebach, District 2  
Commissioner Samuel D. Schropp, District 3

County Manager  
Janice Y. Barela

## REQUEST TO BE PLACED ON THE TORRANCE COUNTY COMMISSION AGENDA

This form must be returned to the County Manager's Office ONLY!

Deadline for inclusion of an item is MONDAY, NOON prior to the subsequent meeting.  
All fields must be filled out for consideration.

Name: Deanna Lopez  
First Last

DWI  
Department / Company / Organization Name

Today's Date: 10/2/24

Telephone number/Extension: 4704

Is this request for the next Commission meeting? ☒ YES ☐ NO If no, date of Commission Meeting: 10/23/24

Brief explanation of business to be discussed ☒ ACTION ☐ DISCUSSION

Approval of MOU between Torrance County DWI Program and Town of Estancia Police Department for DWI enforcement activities, including directed patrol operations and warrant round-ups.

Is this a Resolution, Contract, Agreement, Grant Application, Other? Yes

Has this been reviewed by Grant Committee? YES ☒ NO ☐ If yes, corresponding paperwork must be attached.

Has this been reviewed by the County Attorney? ☒ YES ☐ NO email approval attached

If this is a contract, MOU, or Joint Powers Agreement, there must be a signature line for the County Attorney on the original contract.

Has this been reviewed by the Finance Dept? ☒ YES ☐ NO Finance Initials: [Signature]

- ☒ No Impact  
☐ Change in current fund  
☐ Raise Budget (allow 45 days after Commission approval)  
☐ Change in funds (allow 45 days after Commission approval)  
☐ Reduction  
☐ Transfer funds (allow 45 days after Commission approval)

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
TORRANCE COUNTY DWI PROGRAM  
AND  
TOWN OF ESTANCIA POLICE DEPARTMENT**

This MEMORANDUM OF UNDERSTANDING is entered into by and between the Torrance County Driving While Intoxicated (DWI) Program and Town of Estancia Police Department.

WHEREAS, alcohol-involved crashes in Torrance County constitute a threat to the safety of motorists and the community at large; and

WHEREAS, the Torrance County DWI program has received funding for Fiscal Year 2025 from the "Local DWI Grant Program" which is administered by the State of New Mexico Department of Finance and Administration/Local Government Division, to be used for the enforcement of DWI laws in the State of New Mexico, in order to reduce the incidences of alcohol-involved crashes; and

WHEREAS, the Town of Estancia Police Department has made a commitment to work toward reducing the number of alcohol-involved crashes in the Town of Estancia and is willing to conduct directed patrols and warrant roundups to this effort, but is unable to commit manpower on a regular basis to conduct such activities, but can pay officers overtime to conduct special DWI enforcement operations; and

It is hereby agreed:

1. The Town of Estancia Police Department will conduct DWI enforcement activities (directed patrols and warrant roundups) at locations within the Town of Estancia where alcohol-involved crashes are prevalent. Upon completion of each activity, the police department will then provide a detailed activity report, as well as a detailed statement advising which officers participated in the activities, including the precise number of hours worked by each officer and the dates worked. The final report shall be due no later than June 10, 2025.
2. The Torrance County DWI Program will ensure payment is made to the Town of Estancia Police Department for overtime expenditures associated with DWI enforcement events and prevention activities conducted in the Town of Estancia.
3. The Town of Estancia Police Department will ensure a representative attends the DWI Planning Council meetings held quarterly.

The total amount expended shall not exceed \$6,000.00 and is to be spent prior to June 10, 2025, and the expenditure of this money can only be used for above-mentioned activities in Torrance County, New Mexico.

This MEMORANDUM OF UNDERSTANDING will become effective when fully executed by both parties, and will continue to be in effect until June 30, 2025, or until terminated in writing by either party within thirty days notice of said termination.

IN WITNESS WHEREOF, the parties names herein have caused this MEMORANDUM to be duly executed on their behalf and be unto official.

\_\_\_\_\_  
Torrance County Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Torrance County Attorney

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Town of Estancia Police Chief

10-02-24  
\_\_\_\_\_  
Date





TORRANCE COUNTY  
COMMISSION MEETING

Agenda Item

No. 12-E



## **Torrance County**

### **Job Description**

**Job Title:** Deputy County Manager

**Department:** Manager

**Reports Directly to:** County Manager

---

We conform to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status, Genetic information & Testing, Family & Medical Leave, Protected Veteran status, or any other characteristic protected by law. We prohibit retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.

#### **Summary:**

Assist the County Manager in directing, planning, and administering the activities of County operations, provides highly responsible and complex administrative assistance and support to the County Manager. Provide oversight for the administrative functions including but not limited to finance, intergovernmental relations, and public information, including direct oversight of the Finance Department. Assists in management and oversight of all County departments. Demonstrates strong ethical, professional, and service oriented leadership. Prepare and disseminate information for Torrance County through social media, newspapers, periodicals, television, and radio.

#### **Responsibilities:**

- Provides direction and oversight of all financial operations of Torrance County, including oversight and management of budget preparation and monitoring, general accounting, accounts payable, accounts receivable, payroll, internal controls and audit planning.
- Coordinates and oversees functions of the Finance Department, including the responsibilities identified in Exhibit A.
- Assist in the management of the County through planning, organizing and directing the County's internal operations and acting as a liaison between the County Manager and department directors.

- Assess County needs and effectiveness, efficiency, and customer service in terms of accomplishing goals and objectives and achieving customer satisfaction.
- Assist in the development and implementation of County plans, goals, and policies and ensure that county departments comply.
- Assume oversight responsibility for Board of County Commissioner (BBC) agenda preparation as it relates to activities performed by assigned Departments including preparation and review of reports to the BCC.
- Receive, investigate and resolve difficult and sensitive complaints or inquiries from the general public concerning County operations.
- Effectively plan, organize, direct, coordinate, and administer the activities and programs through subordinate staff.
- Act as County Manager in his/her absence.
- Maintain knowledge of current Federal, State, and Local rules and regulations and professional best practices through such means as attending seminars, reviewing professional publications, taking classes and participating in professional development activities.
- Maintains a department that is progressive, modern, and fully compliant with all applicable government standards and regulations in its approach to delivering services. Demonstrates continuous efforts to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Integrates the financial operations, and quality assurance for the Department.
- Ensures business/financial operations are in compliance with County, State, and Federal requirements, and general Accounting Principles
- Recommends modifications to department programs based on business and financial analysis. Assists the Director in developing, administering, and monitoring programs. Interprets and recommends policies to the Department Head, presents information and requests to the Board of Commissioners. Complete special assignments for the Board.
- Under the direction of the County Manager appears as the county representative when working with other agencies and establishes and maintains positive relationships with other county departments and state agencies.
- Negotiates contracts and agreements with representatives of other governmental agencies and businesses.
- Coordinates with elected county officials, other county departments, and outside agencies to provide highly responsible and complex administrative support to the county.
- Assists with the development and administration of departmental goals, objectives and procedures.
- Other duties as assigned.

**Preferred Knowledge, Skills, and Abilities:**

- Knowledge of Federal, State, and County laws, rules, regulations, and legislative procedures.
- Knowledge of structure and functions of local government, policies, and procedures.
- Knowledge of the principles and practices of legal, ethical and professional rules of conduct.

- Knowledge of techniques and practices for efficient and cost-effective management of resources.
- Skill in organizing resources and establishing priorities.
- Ability to make administrative and procedural decisions and judgments on sensitive, confidential issues.
- Ability to communicate effectively both orally and written.
- Ability to investigate and analyze information.
- Knowledge of department purposes, functions, standards, and practices.
- Skilled in the operation of computer programs and public body accounting/bookkeeping procedures.
- Able to make independent decisions while exercising good judgment.
- Able to review and analyze reports, records, and policies.
- Organized and able to coordinate own work and that of others.
- Knowledge of public sector budgets, grant protocols, and financial reporting.
- Knowledge of generally accepted government accounting principles practices and procedures (GAAFR, GAAP and GASB); public finance and fiscal planning, bond issuance, federal arbitrage regulations, and IRS and SEC rules and regulations.
- Knowledge of county organizations and department operations including applicable laws and regulations; internal control principles and methods of application; budgeting, accounting and related statistical procedures; knowledge of payroll procedures, IRS rules and regulations pertaining to payroll.
- Knowledge of New Mexico State Procurement Code rules and regulations.

**Preferred Experience:**

- Bachelor's degree and at least five to seven (5-7) years of experience directly related to the duties and responsibilities of the position.
- Or Seven years of experience directly related to departmental management and significant college level course work, or senior level certifications in management.
- Must have a valid New Mexico driver's license, must be insured for liability purposes.

**The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or logical assignment to the position.**

## EMPLOYEE DECLARATION

I have read the above position specifications. I understand the demands and expectations of the position described and, to the best of my knowledge, believe I can perform these duties.

---

Printed Name

---

Signature

Date



## EXHIBIT A

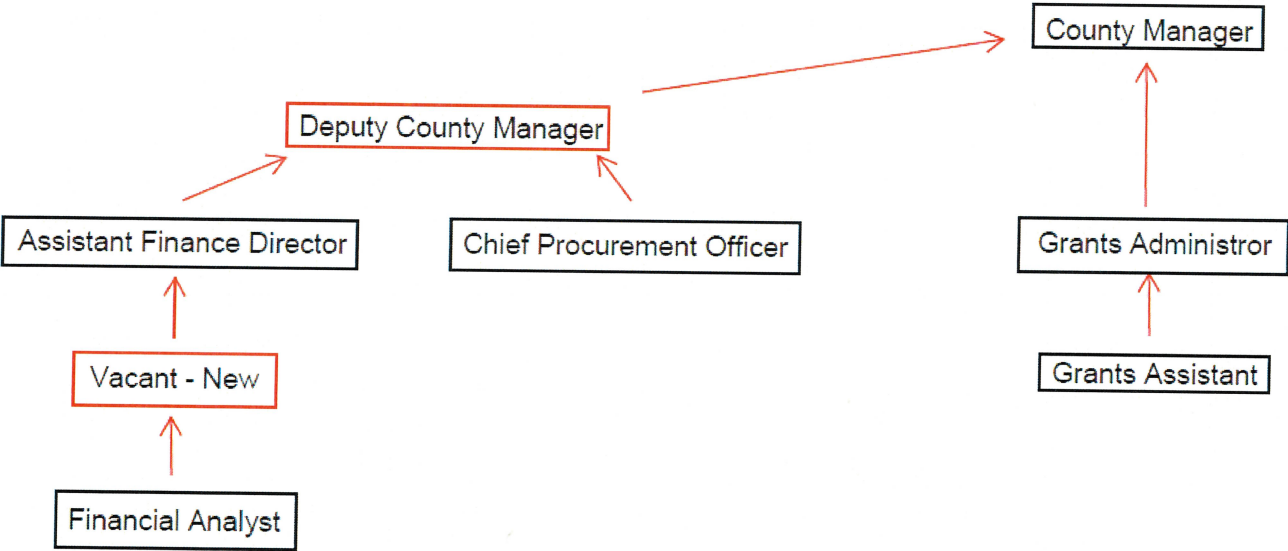
### RESPONSIBILITIES FOR OVERSIGHT OF THE TORRANCE COUNTY FINANCE DEPARTMENT

- Oversees current budget.
- Works with the Treasurer to ensure account balances.
- Reports to the County Commission on accounts payable.
- Ensures that the Finance Office operates under recognized accounting practices.
- Responsible for the oversight of receipt of and payment of incoming invoices.
- Ensures resolutions are prepared for Commission Meetings that pertain to finance.
- Corresponds with DFA and Taxation and Revenue.
- Submits annual audit to State Fire Marshall's Office.
- Oversees the issuance of and reports 1099's.
- Oversees payment of contracts and loans.
- Maintains appropriations.
- Maintains annual training requirements and participates in courses provided by New Mexico Department of Finance and New Mexico Counties. Must be bondable.
- Supervises the staff of the Finance Department, including training, coaching, discipline, performance reviews, policy, practices, and operational procedures.
- Monitors and compares the annual expense and revenue budget versus actuals; prepares resolutions for adjustments to the County budget in accordance with the state law.
- Conducts periodic audits of various County programs, utility bills, and other areas that need periodic review to insure proper expenditures.
- Responsible for finance-related correspondence between the County, the State Department of Finance and Administration and other agencies.
- Prepares and maintains general ledger and chart accounts.
- Prepares and organizes policies, systems, procedures, and practices necessary to the successful operation of the financial systems, including appropriate internal controls.
- Prepares the annual financial statements in compliance with the Governmental, Accounting, Auditing and Financial Reporting (GAAFR) standards.
- Performs the basic tasks for recommending the selection of an external audit firm for the subsequent approval by the County Manager and the Commission.
- Assists the auditors during the audit of the County financial records and follows up on findings to improve the financial systems.
- Prepares and maintains long-range financial projections for the County Manager and Commission to use as decision-making tools.
- Reconciles all funds to the County Treasurer's Report; verifies trial balance with the financial reports and other related reports.
- Manages year-end audit process including preparation of annual or fiscal year closeout report for the year-end audit.
- Obtains information for all Capital Outlay items; completes inventory sheets and records fixed assets additions and/or deletions.
- Supervises records retention/disposition of County finance records.

- Complies with the Torrance County Personnel Ordinance, Purchasing Policy and other Policies as approved by the Board of Commission.
- Performs all duties with minimal supervision.
- May be required to work irregular hours, attend job-related meetings, and perform other duties as assigned.
- May be required to travel.
- Oversees the development and preparation of the county-wide budget; coordinates budget development process with various County Department Heads; forecasts revenues and expenditures; manages submission of the annual budget and quarterly reports to the State on policies; provides the County Manager, Commission and Department Heads with information and recommendations for efficient fiscal administration; recommends rules, regulations, policies, and procedures, and implements the same upon approval; assures county fiscal activities conform to statutory and generally accepted accounting principles.
- Coordinates annual external audit; manages preparation of the financial statements in accordance with Generally Accepted Accounting Principles for the external audit; directs and coordinates year-end closing functions; posts fund transfers, auditors entries, and adjusting journal entries; prepares and publishes annual financial report and historical reports; serves as internal auditor; examines and verifies the accuracy of all reports, bonds, papers, vouchers, and accounts including various federal funding accounts; monitors billing and collection procedures and assures county-wide compliance to establish budgets.
- Coordinates County bond issues with financial advisors, underwriters, fiscal agents, and bond counsel; ensures that future bond issues are secured at reasonable rates and that a satisfactory credit rating is maintained by analyzing and monitoring the County's revenue and expenditure status; ensures compliance with the County's bond ordinances and SEC rules.
- Directs and manages financial and accounting activities related to grants awarded to the county; assures proper and timely reporting of fund utilization; assures compliance with grant stipulations and requirements; coordinates timely requests for grant disbursements for various programs; oversees financial administration of special funds or accounts, i.e., Fire Protections Funds, Emergency Medical Services Funds, and Fire Excise Funds as allocated to Fire Districts.
- Oversees accounts payable and receivable processes; plans, organizes, and supervises the process for receiving and disbursing County finances as well as maintains complete and accurate records of all financial transactions; creates accounts and sub-accounts as needed to monitor fund allocations and disbursements; monitors and reviews fund balances; directs or delegates the preparation of billings for customer accounts, i.e., rental payments, fines, fees and various charges billed to outside agencies.
- Oversees Purchasing Director and ensures compliance with the State Procurement Code.
- Oversees and directs the management of payroll processing and accounting; assures proper withholding and payment of state and federal payroll taxes; assures all payroll actions are supported by proper documentation and authorization; monitors the creation of various payroll reports and reviews for quality and accuracy; directs or delegates the management of various employee benefit accounts, i.e., health, life and disability programs; may negotiate with benefit vendors to secure desirable premiums and coverage.
- Serves as a member of various staff committees as assigned; provides staff support to various boards and commissions, as assigned.

REVISED ORG CHART

*Torrance County Finance Department*





# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 12-F

## **EMPLOYMENT AGREEMENT**

THIS AGREEMENT made and entered into this 14<sup>th</sup> day of October, 2024, by and between Torrance County (hereinafter referred to as “County”), and Misty Witt (hereinafter referred to as “Witt”).

WITNESSETH:

WHEREAS, the County desires to obtain the services of a professional manager to serve in the position of Deputy County Manager for the purpose of assisting in the administration and operation of County government; and

WHEREAS, Witt is duly qualified by training and experience to provide such services,

NOW THEREFORE, for the consideration stated below, the parties agree as follows:

1. **TERM OF EMPLOYMENT:** Witt’s employment will be for a term of two (2) years, beginning October 14, 2024, and ending October 14, 2026. This Agreement may be renewed or extended by agreement of the parties.

2. **COMPENSATION:** Witt shall receive a minimum annual salary of Ninety Thousand Dollars (\$90,000.00). The County Manager agrees to review Witt’s compensation annually, or more often if the County Manager so determines, and may make adjustments to that compensation through County Commission approval.

3. **DUTIES AND RESPONSIBILITIES:** Witt shall perform the duties of the position of Deputy County Manager, to conduct the business of the County pursuant to the direction of the Board of County Commissioners (hereinafter referred to as “Board”), and the County Manager. These duties shall include oversight of the Finance Department at a direct managerial level as determined necessary by the County Manager. Witt recognizes that the Board sets the policy and direction of the County through ordinances, resolutions and regulations and



that the role of the Deputy County Manager is to implement all policies set by the Board under the supervision and direction of the County Manager. Witt understands that as Deputy County Manager, she serves at the pleasure of the County Manager.

4. **CLASSIFICATION OF POSITION:** Witt shall be considered an appointed employee as defined under the Torrance County Personnel Ordinance. Witt shall be entitled to all privileges and benefits afforded exempt employees under the Torrance County Personnel Ordinance. It is further understood and agreed to by the parties that the terms of the Torrance County Personnel Ordinance are waived and are not applicable to the extent that they are in conflict with the provisions of this paragraph.

5. **PROBATIONARY PERIOD:** Witt shall serve a probationary period of six (6) months and may be terminated at any time during the probationary period without cause.

6. **EMPLOYEE BENEFITS/INSURANCE:** As an exempt employee, Witt shall be entitled to participate to the same extent as all other full-time exempt County employees in all of the County's employee benefits/insurance programs.

7. **P.E.R.A. BENEFITS:** Witt shall be entitled to personal participation in the applicable Public Employees Retirement Association (hereinafter P.E.R.A) plan adopted by the County in accordance with the applicable contribution plan for all full-time exempt County employees, including all changes to such contribution plan duly adopted and approved by the Board.

8. **OTHER BENEFITS:**

A. **Expense Reimbursement:** The County shall reimburse Witt for reasonable expenses incurred by her in the performance of her duties under this Agreement. Witt

agrees to provide appropriate documentation for any and all expenses for which she requests reimbursement under this provision.

B. Professional Memberships and Dues: The County shall pay for Witt's membership in professional societies and associations, and shall also pay fees necessary to maintain any licenses or bonds required for Witt to perform her duties under this Agreement. All such membership dues and fees shall be submitted to and pre-approved or ratified by the County Manager.

C. Witt shall accrue sick leave in the same manner as full-time exempt employees.

D. Witt shall accrue 160 hours of annual leave per year. Witt shall be allowed to carry over any existing accrued annual and sick leave from her current County employment.

E. Witt shall be compensated for all County recognized holidays during each year of this Agreement.

F. It is further understood and agreed to by Witt and the County that the Torrance County Personnel Policy and any employment rules and regulations are waived and are not applicable to the extent that it is in conflict with the sick leave and annual leave rights set out above.

9. **TERMINATION FOR CAUSE:** The County Manager may terminate this Agreement for cause at any time. For purposes of this Agreement, "cause" shall include, but is not limited to: failure to perform her duties to the sole satisfaction of the County Manager; any misconduct or malfeasance; waste or misuse of County assets; fraud; misrepresentation; embezzlement; commission of an act of moral turpitude; or any other good and just cause as

determined by the County Manager. If the County Manager terminates this Agreement for cause, the County Manager shall provide Witt with written notice of the basis for the termination. If the County Manager terminates this Agreement for cause as provided herein, the County shall have no further obligation to Witt, except as provided by law.

10. **TERMINATION WITHOUT CAUSE:** Once Witt has satisfactorily completed her probationary period, the County Manager may terminate this Agreement without cause upon thirty (30) days' written notice to Witt. If the County Manager chooses to exercise its right to terminate this Agreement without cause, Witt shall be entitled to receive payment for any accrued, unused annual leave.

11. **SEVERANCE UPON TERMINATION WITHOUT CAUSE:** In the event the County Manager exercises his/her right to terminate this Agreement without cause, the County agrees to pay Witt a severance payment equal to two (2) month's salary and benefits, the salary to be calculated at her then-current rate of pay, and the benefits shall be equal to the value of benefits she is receiving at the time of the County Manager's decision to terminate the Agreement without cause, including the cost of health insurance. If the County Manager exercises his/her right to terminate this Agreement without cause less than three (3) months prior to the end of the term of this Agreement, the County agrees to pay Witt a severance package including salary and benefits at her then-current rate of pay and the cost of health insurance for the coverage Witt has in place at the time of termination equal to the time remaining in the term of this Agreement. For purposes of this provision, "benefits" shall not include the value of a County vehicle, County cell phone, or any other equipment provided to Witt for her use pursuant to this Agreement. Witt shall cease to accrue sick leave or annual leave following the date that the County Manager gives notice of his/her intent to terminate this Agreement without cause. The payments described herein may be

paid to Witt in a lump sum or in regular bi-monthly or monthly installments at the discretion of the County Manager.

12. **TERMINATION BY WITT:** Witt may terminate this Agreement at any time upon thirty (30) days' written notice to the County Manager. In the event that Witt chooses to exercise her right to terminate this Agreement as provided herein, she agrees to cooperate fully with the County in making the transition to her successor or interim successor during the notice period. Upon termination by Witt, she shall be entitled to receive payment for any accrued, unused annual leave according to the County's Personnel Rules and Regulations.

13. **WAIVER OR BREACH OF AGREEMENT:** If either party waives a breach of this Agreement by the other party, that waiver shall not operate or be construed as a waiver of later similar breaches.

14. **AGREEMENT BINDING ON COUNTY'S SUCCESSORS:** The County's rights and obligations under this Agreement will inure to the benefit of and be binding upon its successors.

15. **NON-APPROPRIATIONS:** The terms of this Agreement are subject to the approval and existence of adequate funding by the County.

16. **NOTICES:** All notices under this Agreement shall be mailed and emailed to the parties hereto at the following respective address:

County

J. Jordan Barela  
PO Box 48  
Estancia, NM 87016  
Email: [jjbarela@tcnm.us](mailto:jjbarela@tcnm.us)

Employee

Misty M. Witt  
30 Lynch Trail  
Edgewood, NM 87015  
Email: [mmwfamily04@gmail.com](mailto:mmwfamily04@gmail.com)


17. **POLITICAL CONTRIBUTION/SOLICITATION PROHIBITED:** Witt shall not, under any circumstances, knowingly or intentionally solicit vendors or any County employee for a political contribution on behalf of any individual or any political cause.

18. **SEVERABILITY:** The invalidity or unenforceability of any provisions of this Agreement shall not affect the other provisions, and this Agreement shall be construed in all respects as if any invalid or unenforceable provisions were omitted.

19. **ENTIRE AGREEMENT:** This document constitutes the entire Agreement between the parties relating to the subject matter herein. This Agreement may only be amended in writing by a document signed by both parties. No oral agreement or promise shall have any effect on the terms of this Agreement.

**IN WITNESS WHEREOF,** the parties hereto have executed this Agreement on this 11<sup>th</sup> day of October, 2023, in Torrance County, New Mexico.

EMPLOYEE

  
Misty M. Witt

TORRANCE COUNTY

  
J. Jordan Barela  
Torrance County Manager

CONCURRENCE

\_\_\_\_\_  
Ryan Schwebach, Chair, District 2

\_\_\_\_\_  
Kevin McCall, Vice Chair, District 1

\_\_\_\_\_  
Samuel D. Schropp, Member, District 3



APPROVED AS TO FORM ONLY

---

Michael I. Garcia, County Attorney

ATTEST:

---

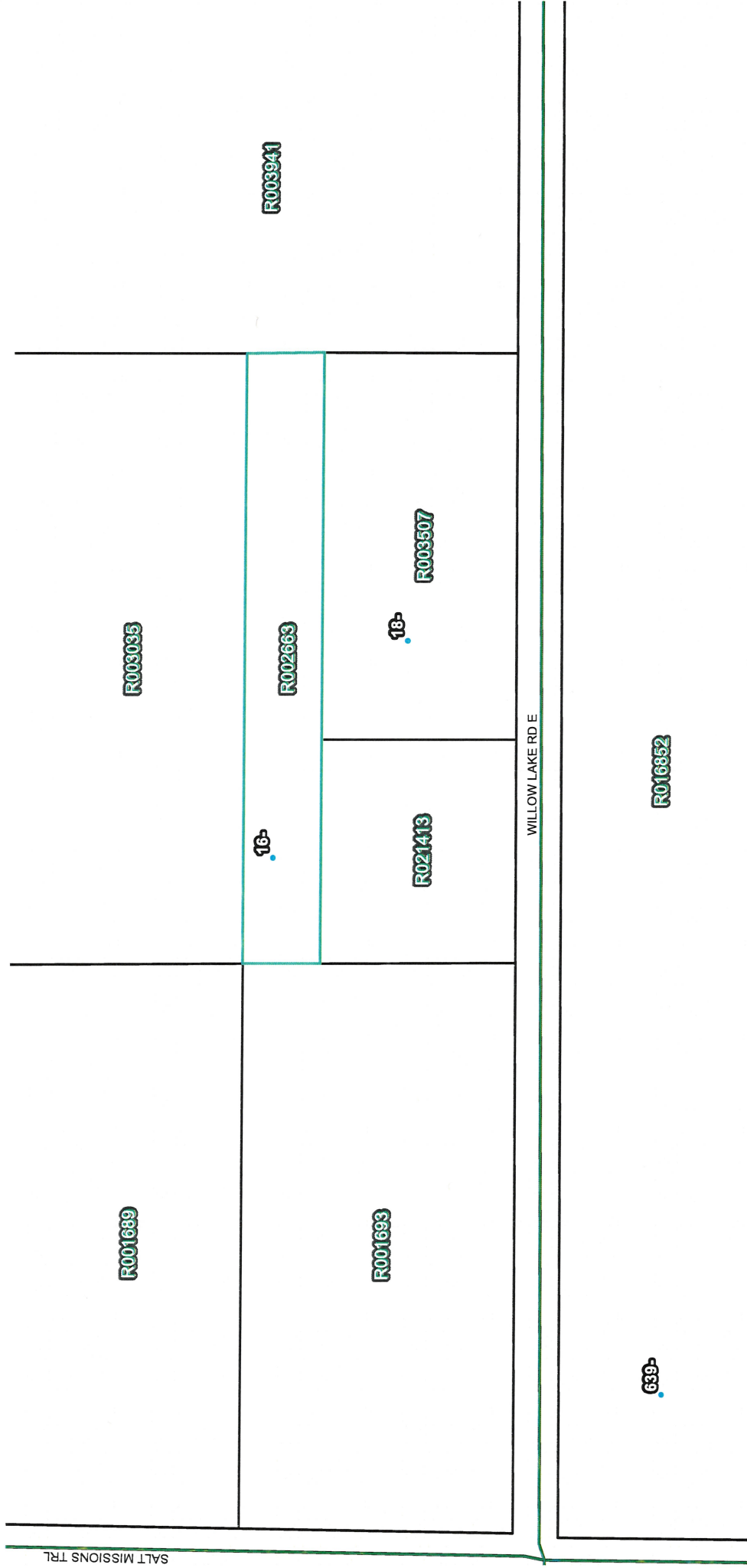
Linda Jaramillo, County Clerk



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 13-A



#87178

## QUITCLAIM DEED

P-1288-  
1289

McIntosh Senior Citizens, Inc.  
a New Mexico non-profit corporation  
to Torrance County

for consideration paid, quitclaim

whose address is P.O. Box 48  
Estancia, NM 87016

the following described real estate in

County, New Mexico.

"See attached Exhibit "A" for legal description".

Subject to reservations, restrictions, easements of record.

Subject to a covenant that for as long as there is a Senior Citizen  
Program in existence, the property be used by Torrance County,  
its successors or assignee, as a Senior Citizen Center.

WITNESS hand and seal this day of 19

(Seal) Frank E. Walter (Seal)  
Frank Walter, Vice President(Seal) Teresa Barresi (Seal)  
Teresa Barresi, Secretary

## ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO

COUNTY OF

The foregoing instrument was acknowledged before me this day of 19

by (Name or Names of Person or Persons Acknowledging)

My commission expires (Seal)

Notary Public

## ACKNOWLEDGMENT FOR CORPORATION

STATE OF NEW MEXICO

COUNTY OF TORRANCE

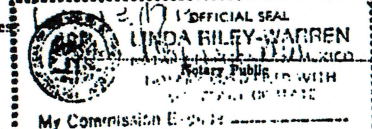
The foregoing instrument was acknowledged before me this day of May 1996

by Frank Walter & Teresa Barresi (Name of Officer)  
Vice President and Secretary of McIntosh Senior Citizens, Inc. (Name of Corporation Acknowledging)

a New Mexico non-profit corporation, on behalf of said corporation. (State of Incorporation)

My commission expires

(Seal)

STATE OF NEW MEXICO  
County of Torrance

I hereby certify that this instrument was

filed for record on the 16 day of

May A.D., 1996

at 11:30 o'clock A.M. and duly

recorded in book 261 at page 1288-1289

Witness my hand and Seal of office

Linda Riley-Warren

Notary Public, Torrance Co., N.M.

Jay Wayne Deputy

THE VALLIANT CO. ALBUQUERQUE, N. M.

EXHIBIT "A"

Page 1

Lot Nine (9) of ANTELOPE SPRINGS RANCHES, according to book 2, of Maps, page one, filed January 27, 1961, records of Torrance County, New Mexico, lying within the SE 1/4 of Section 1, Township 7 North, Range 8 East, Torrance County, New Mexico.

P-1289

EXCEPT that portion described as follows:  
Commencing at the SE corner of said Section 1; thence W 1320 feet; thence N 30 feet to the truepoint of beginning; thence W 418 feet; thence N 209 feet; thence E 418 feet; thence S 209 feet to the true point of beginning, and

EXCEPT any portion lying within "one square acre off of the SE corner of the S 1/4 of the W 1/4 of the SE 1/4 of Section 1, Township 7 North, Range 8 East" as described in deed recorded in Book 11, page 356, records of said County, and

EXCEPT the rights of the New Mexico State Highway Department in and to a strip of land 200 feet wide lying 100 feet on each side of and parallel with the following described centerline:

BEGINNING at a point on the North line of said Section 1 from which the N 1/4 corner bears E, a distance of 39 feet; thence S 00 deg. 59' W, along said centerline, 5341.8 feet to Engineer Station 2118 +.62 in the S line of said Section 1, as described in deed recorded in Book 214 of Deeds, page 192, records of said County.

AND EXCEPT

A Certain tract of land being a portion of Lot Nine (9), ANTELOPE SPRINGS RANCHES SUBDIVISION, within the Southeast quarter of Section 1, Township 7 North, Range 8 East, N.M.P.M., Torrance County, New Mexico, as the same is shown and designated on the plat of said Subdivision, filed in the office of the County Clerk of Torrance County, New Mexico, on January 27, 1961, said portion being more particularly described as follows:

BEGINNING at the Southwest corner of said Lot 9, being a point of beginning of the tract herein described, thence N 00 deg. 01' 00" W, 209.0 feet; thence N 89 deg. 56' 15" E, 217.82 feet; thence S 00 deg. 00' 15" E, 209.0 feet; thence S 89 deg. 56' 15" W, 217.78 feet to the point of beginning and containing 1.045 acres, more or less.

We, The Trustees of the First Church of God in McIntosh, with the unanimous consent of the congregation, are hereby authorized to sell the above described property to the McIntosh Senior Citizens, Inc.

Signed:

*Amelia Klett*  
*Paul A. Klette*  
*Alpha A. Schmiedler*

Certification Plaque B

All microphotographic images of documents on this film strip preceding this certificate are of authorized documents in the possession of the Secretary of the Government



#1720

P. 248A

## QUITCLAIM DEED

AMELIA SLATT, Trustee for the 1st Church of God in McIntosh

THE COUNTY OF TORrance, NEW MEXICO

for consideration paid, quitclaim

where address is

Torrance, New Mexico 86016

the following described real estate is

TORRANCE

County, New Mexico

An Easement for ingress, egress and utilities over and across the Westerly Thirty (30) feet of the following described property owned by the grantor herein:

A Tract of land situate within Lot numbered Nine (9), in Section One (1), Township Seven (7) North, Range Eight (8) East, N.M.P.M., more particularly described as follows:

BEGINNING at the Southwest corner of said Lot 9, being the point and place of beginning of the tract herein described:

THENCE N. 00 deg. 01' 00" E., 209.0 feet;

THENCE N. 89 deg. 56' 15" E., 217.82 feet;

THENCE S. 00 deg. 00' 15" E., 209.0 feet;

THENCE S. 89 deg. 56' 15" W., 217.78 feet to the point and place of beginning.

WITNESS my hand and seal this 18th day of August, 1993

Amelia Slatt, Trustee

(Seal)

(Seal)

## ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO

County of Torrance

The foregoing instrument was acknowledged before me this 18th day of August, 1993

by Amelia Slatt, Trustee

My commission expires 12-18-95

Sarah S. Kayser

## ACKNOWLEDGMENT FOR CORPORATION

STATE OF NEW MEXICO

County of

The foregoing instrument was acknowledged before me this

day of

19

by

(Title of Office)

(Name of Corporation)

My commission expires

(Seal)

STATE OF NEW MEXICO  
County of Torrance  
I hereby certify that the foregoing was filed for record on the 18th day of August, 1993 at 1:44 PM, and the same is now on file in my office.

Torrance, New Mexico  
C. J. [Signature]  
County Clerk





983177

## QUITCLAIM DEED

1777

ALPHA SCHWEEDLER, Surviving Trustee of the FIRST CHURCH OF GOD  
IN MOINTOSH  
Torrance County  
where address is P.O. Box 48  
Estancia, NM 87016  
The following described real estate is TORRANCE County, New Mexico

A certain tract of land being a portion of Lot numbered Nine (9) situate within Section One (1), Township Seven (7) North, Range Eight (8) East, N.M.P.M., of ANTELOPE SPRINGS RANCHES, a subdivision, as the same is shown and designated on the plat(s) of said subdivision filed in the office of the Clerk of Torrance County, New Mexico on January 27, 1961, said portion being more particularly described as follows:

BEGINNING at the Southwest corner of said Lot 9, being a point of beginning of the tract herein described:

Thence S. 00 deg. 01'00"W., 209.0 feet;  
Thence S. 89 deg. 56'15"E., 217.82 feet;  
Thence S. 00 deg. 00'15"E., 209.0 feet;  
Thence S. 89 deg. 56'15"W., 217.78 feet to the point of beginning and containing 1.045 acres, more or less.

SUBJECT to any reservations, restrictions and easements of record.

SUBJECT TO A COVENANT FOR AS LONG AS THERE IS A SENIOR CITIZEN PROGRAM IN EXISTENCE, THE PROPERTY BE USED BY TORRANCE COUNTY, ITS SUCCESSORS OR ASSIGNEES, AS A SENIOR CITIZEN CENTER.

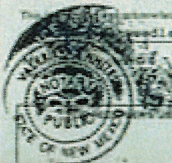
Witness my hand and seal this 28th day of Aug 1977  
Alpha Schweedler (Seal)  
Alpha Schweedler, Trustee (Seal)

## ACKNOWLEDGEMENT FOR NATURAL PERSONS

STATE OF NEW MEXICO

COUNTY OF TORRANCE

This instrument was acknowledged before me on Aug 7th 1977  
Alpha Schweedler, surviving Trustee of the First Church of God in



## ACKNOWLEDGEMENT FOR CORPORATION

STATE OF NEW MEXICO

COUNTY OF

This instrument was acknowledged before me on

My commission expires (Seal)  
TORRANCE COUNTY  
SEAL  
STATE OF NEW MEXICO

10 25 1777  
2325  
Alpha Schweedler  
M. M. M. M. M.



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 13-B



# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 13-C





# TORRANCE COUNTY COMMISSION MEETING

Agenda Item

No. 13-D





TORRANCE COUNTY  
COMMISSION MEETING

Agenda Item

No. 14



TORRANCE COUNTY  
COMMISSION MEETING

Agenda Item

No. 15



TORRANCE COUNTY  
COMMISSION MEETING

Agenda Item

No. 16



TORRANCE COUNTY  
COMMISSION MEETING

Agenda Item

No. 17