

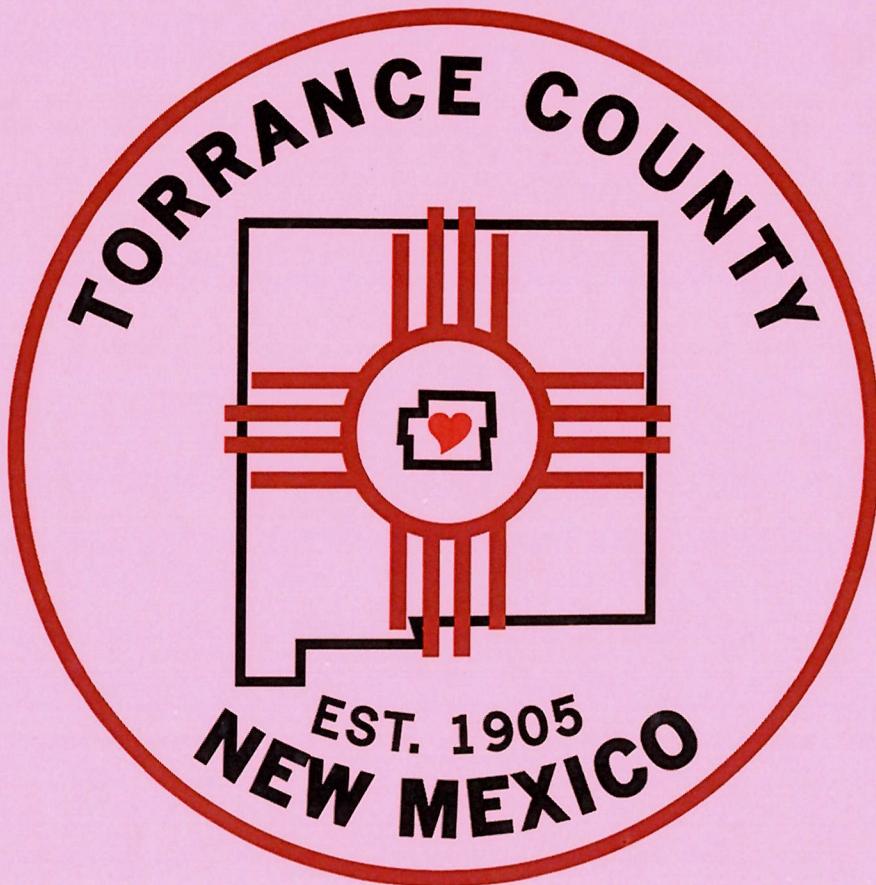


**TORRANCE COUNTY
COMMISSION MEETING**

February 11, 2026

9:00 A.M.

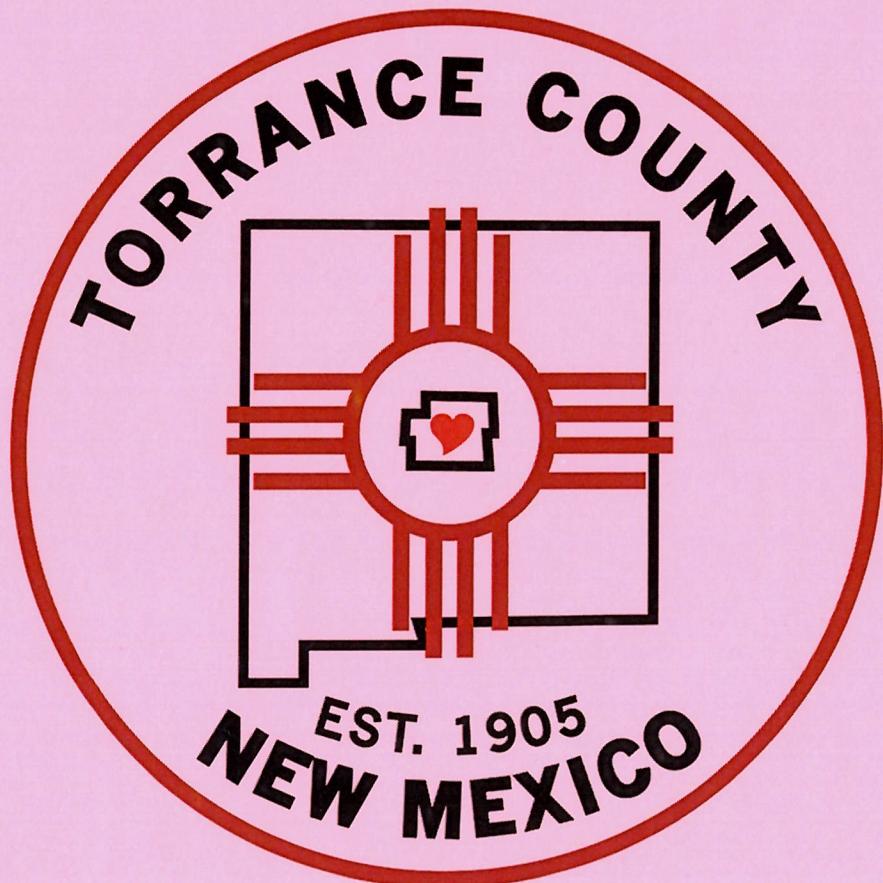
**For Public View
Do Not Remove**



TORRANCE COUNTY COMMISSION MEETING

Agenda Item

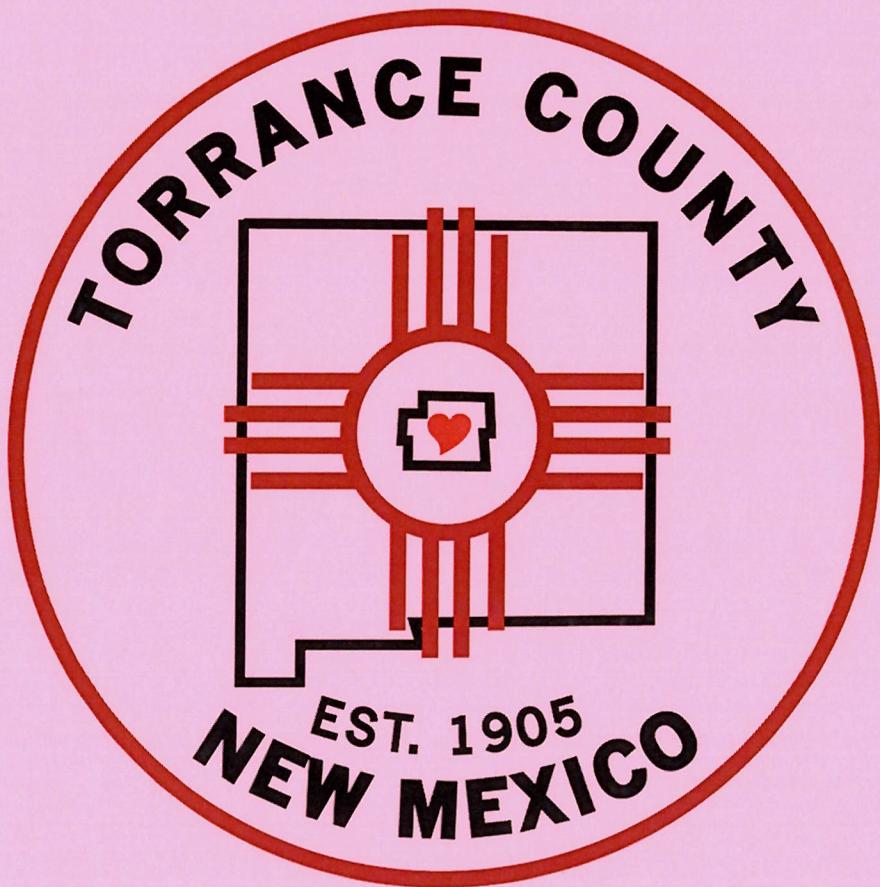
No. 1



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item

No. 2



**TORRANCE COUNTY
COMMISSION MEETING**

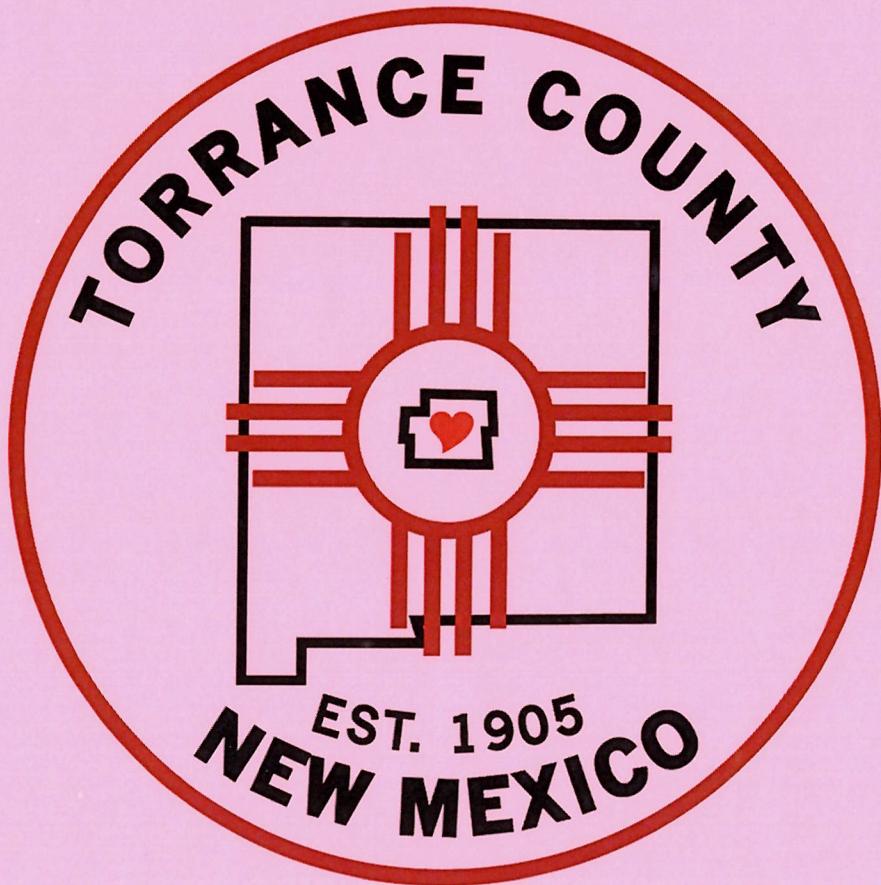
Agenda Item

No. 3



**TORRANCE COUNTY
COMMISSION MEETING**

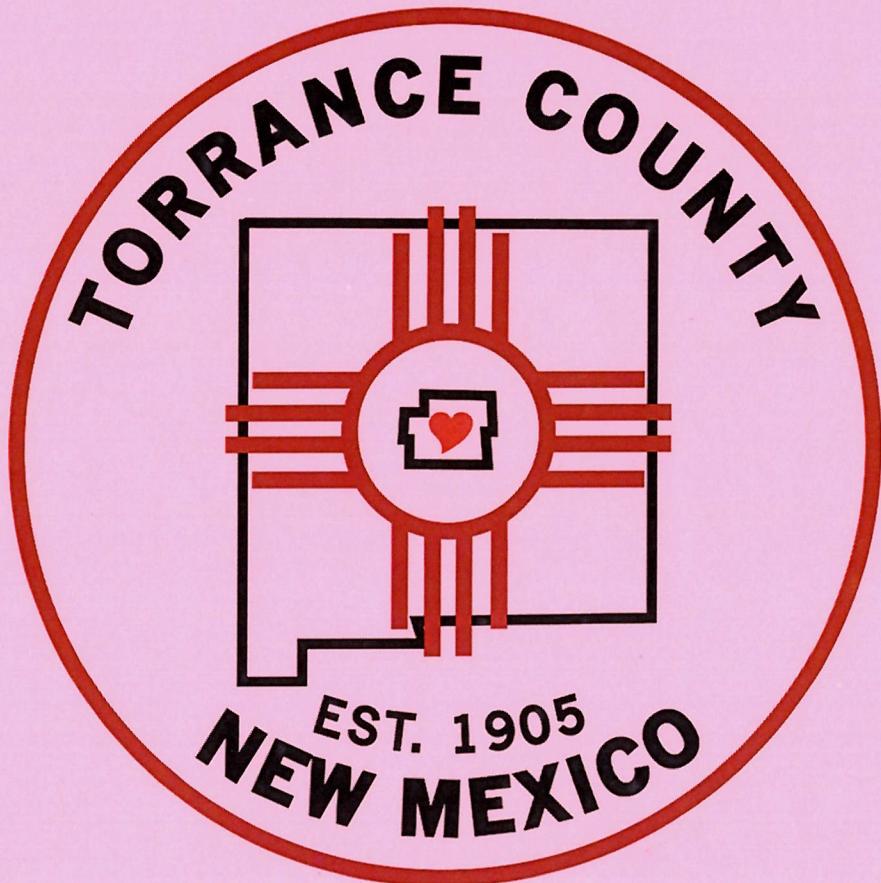
Agenda Item
No. 4



**TORRANCE COUNTY
COMMISSION MEETING**

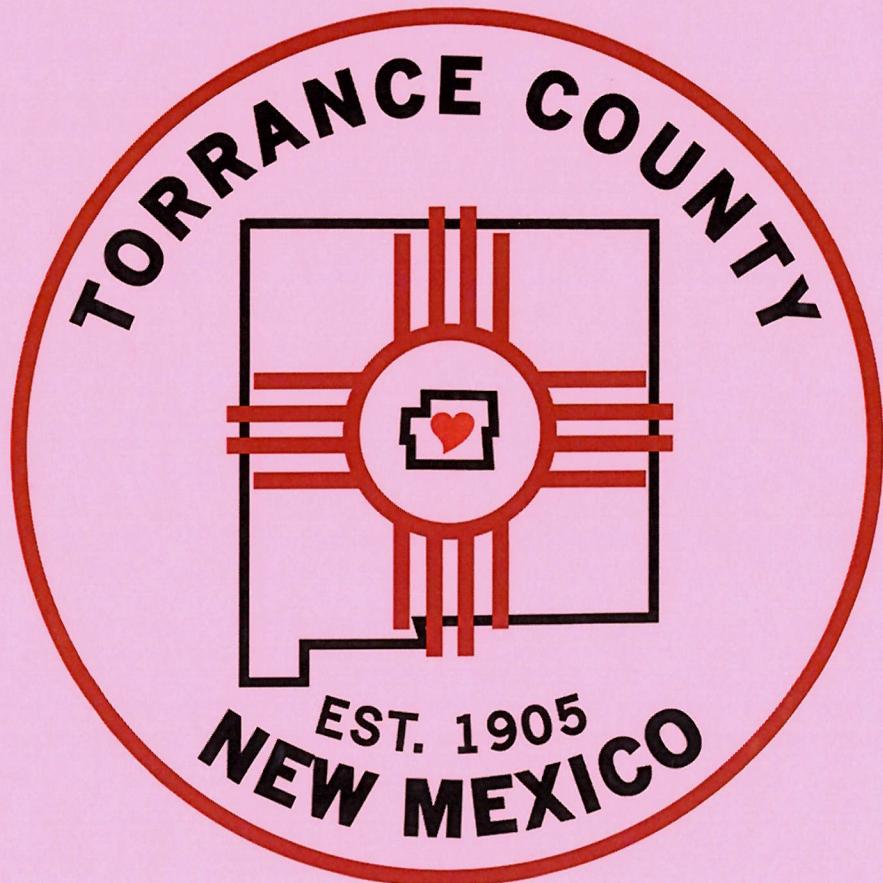
Agenda Item

No. 5 A



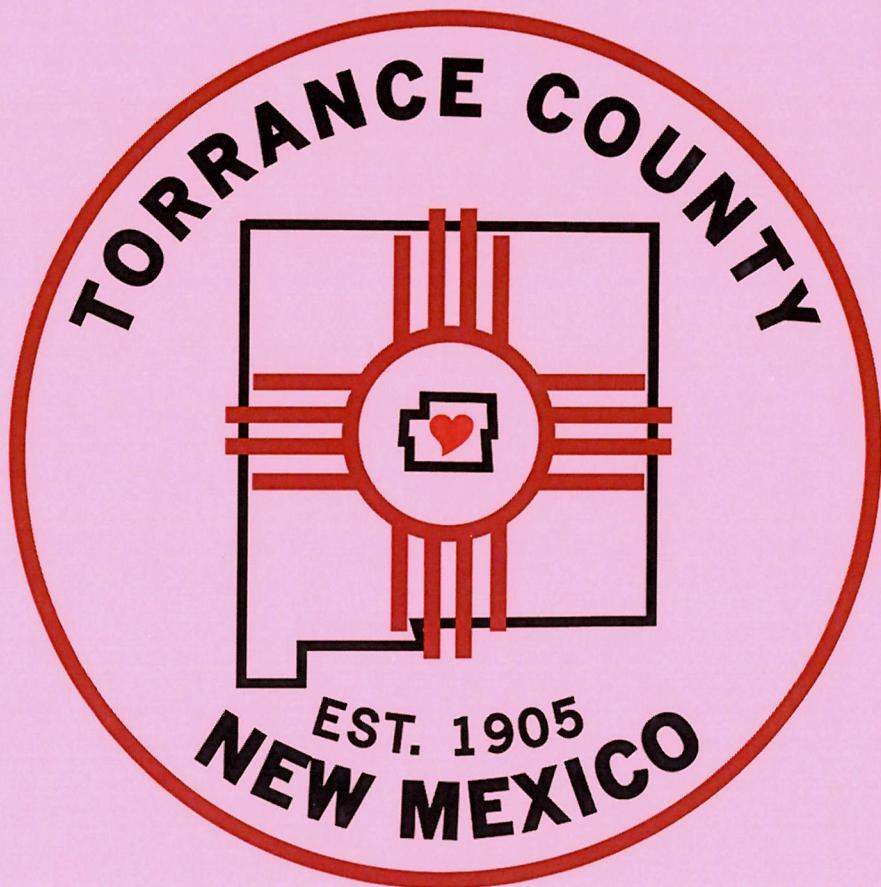
**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 5 B



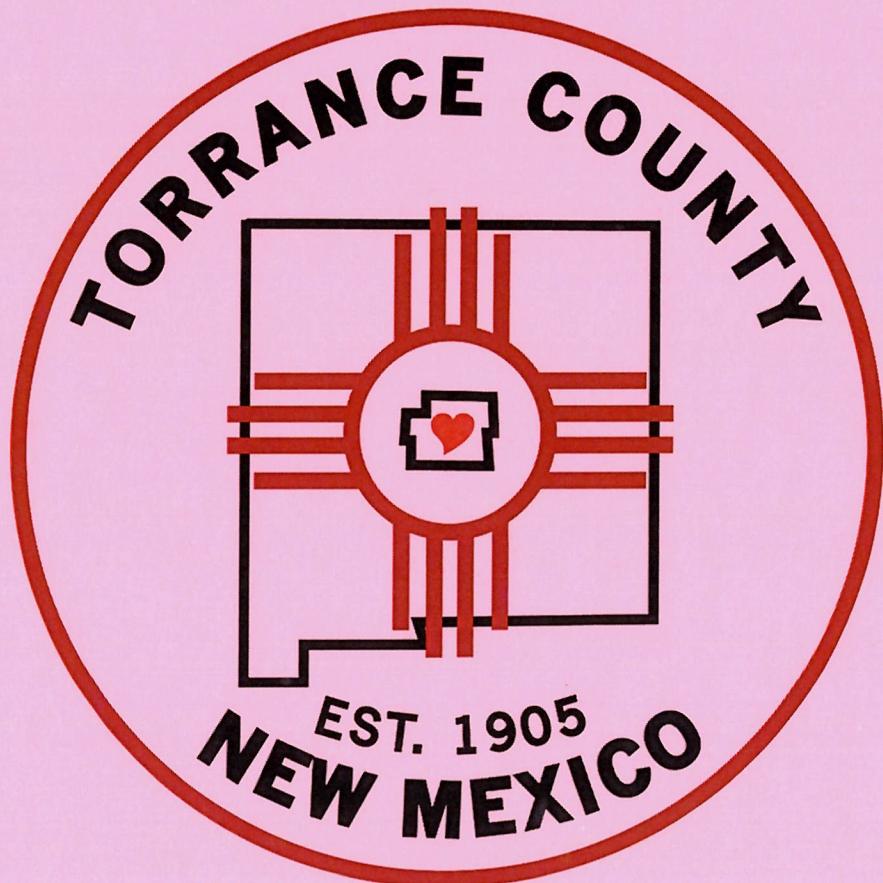
**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 6



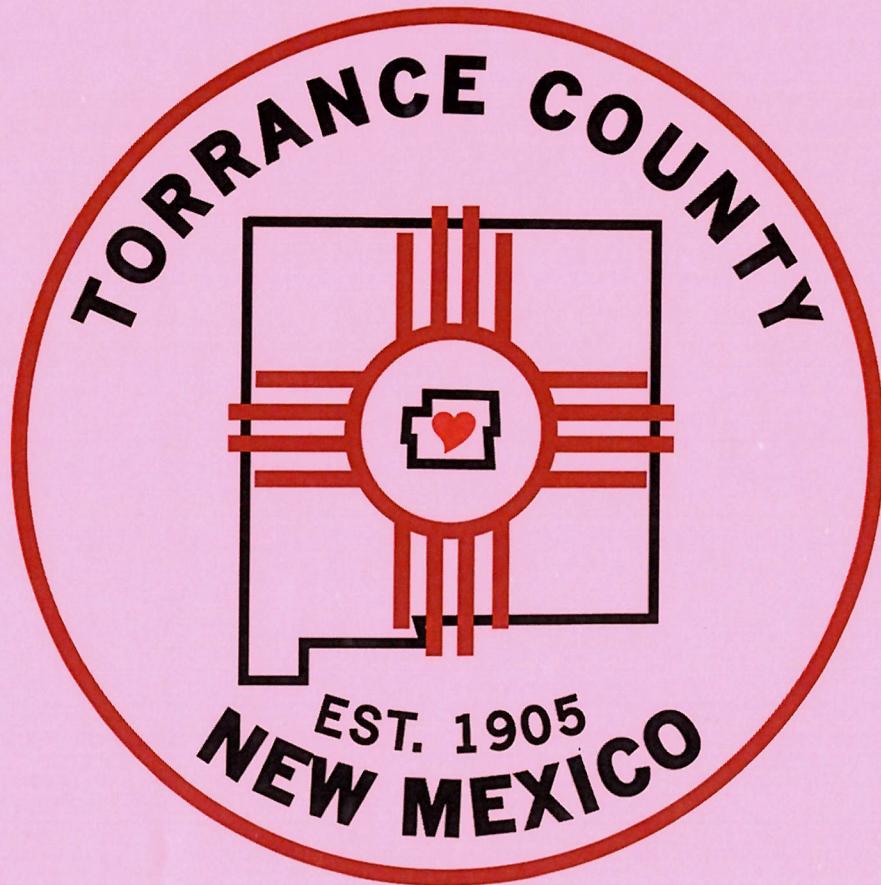
**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 7 A



**TORRANCE COUNTY
COMMISSION MEETING**

**Agenda Item
No. 8 A**



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 9 A

Draft
Torrance County Board of Commissioners
Regular Commission Meeting
January 28, 2026
9:00AM

Commissioners Present:

RYAN SCHWEBACH – COUNTY CHAIRMAN
KEVIN MCCALL- COUNTY VICE-CHAIR
LINDA JARAMILLO – COUNTY COMMISSIONER~ ABSENT

Others Present:

JORDAN BARELA-COUNTY MANAGER
MICHELLE JONES-DEPUTY COUNTY MANAGER
MICHAEL GARCIA- COUNTY ATTORNEY
SYLVIA CHAVEZ-COUNTY CLERK
MACKENZIE CARLSON- ADMINASTRATIVE ASSISTANT 1
DON GOEN – PLANNING & ZONING DIRECTOR

- 1. CALL TO ORDER-** Chairman Schwebach Called meeting to order at 9:0AM

- 2. PLEDGE OF ALLEGIANCE AND INNVOCATION-** Commissioner McCall Offers an invocation, thanking God for the morning and recent moisture. Prays for Commissioner Jaramillo's family for comfort and grace. Asks for guidance for the Commission in doing the County's work.

- 3. CHANGES TO THE AGENDA-** County Manager Jordan Barela requests deferral of items 10 E and 10 G.

- 4. PUBLIC HEARINGS ON PROPOSED ORDINANCE**
 - a. MANAGER (PUBLIC HEARING):** Request Approval of Torrance County Ordinance No. 2026-01 An Ordinance Establishing the Torrance County Permanent Fund.

Motion: **Chairman Schwebach** motioned to enter public hearing; Seconded by **Commissioner McCall**.

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

Explanation of the Ordinance – Manager & Financial Advisor

- **County Manager Jordan Barela** – Overview
 - Ordinance creates a Permanent Fund for special revenues, primarily PILT (Payment in Lieu of Taxes) revenues.
 - Key points:
 - Ordinance creates the fund but does not appropriate money into it.
 - Future Commission resolutions will decide:
 - If PILT/revenues are deposited.
 - How much and when.
 - Purpose is investment safety and preservation of principal PILT funds.
 - Ordinance includes an investment policy specific to the permanent fund principal.
 - An income fund will also be created:
 - Interest earnings from the permanent fund can be re-appropriated to the General Fund for operating expenses.
 - Notes, notice and transparency:
 - Ordinance posted Dec. 15, 2025
 - Published in multiple news outlets and online.
 - Public was given a method to submit comments ahead of the hearing.
- Process Clarification
 - **Chairman Schwebach** asks about how many public hearings and timing of action.
 - **County Manager Barela** clarifies:
 - A prior meeting published title and summary (initial step).
 - Today's action adopts the ordinance and establishes the fund.

- No revenue is appropriated now; that will be a separate later action.

Commissioner Questions on Appropriations

- **Commissioner McCall**

- Requests explanation of how appropriations go in and come out of the fund.

County Financial Advisor, **Rob Burpo**

- Sworn in for public hearing testimony.
- Purpose of the Permanent Fund:
 - Creates a new fund under County structure.
 - Deposits IN:
 - Requires a Commission resolution (can be done annually or during the fiscal year).
 - Earnings OUT (interest):
 - Requires a Commission resolution to move earnings out of the fund to other funds.
 - Principal OUT:
 - Cannot be removed by Commission alone.
 - Requires a vote of the electorate at a regular election.
 - Must be for a specific purpose or expenditure.
 - “Permanent” is intentional; designed to protect principal.
 - Authority dates to late 1980s state legislation.
 - Investment characteristics:
 - Money can be invested much like other County investments (U.S. Treasuries, agencies, etc.).
 - Difference from General Fund / Reserve:
 - Operating and reserve funds: Typically, 3–4 year maturities, lower yields.
 - Permanent Fund can invest further out on the yield curve for higher returns, still in safe instruments.
 - Current market yields (illustrative):
 - General/reserve funds: ~3.25%–3.5%.
 - Permanent Fund: ~4.25%–4.5%.
 - Roughly +1% higher earnings for permanent fund investments.

- **Chairman Schwebach**

- Clarifies today's decision:
 - Only to establish the fund, not to fund it.
- **Mr. Burpo**
 - Confirms:
 - Two future steps if County chooses to actually fund it:
 1. Approve a Permanent Fund-specific investment policy.
 2. Approve a resolution moving PILT receipts into the Permanent Fund.

Commission Deliberation

- **Chairman Schwebach** – Position & Rationale
 - Sees the Permanent Fund as a “tool”:
 - Helps take a little more security with higher interest.
 - Depends heavily on the future of PILT (“what’s coming and what’s not”).
 - Views the fund as:
 - A solid foundation that cannot be easily spent.
 - Principal is not arbitrary spending – requires a public vote.
 - Funds remain liquid (investments can be sold) but disciplined by voter control.
 - States:
 - He supports enacting the structure now as a tool due to timing.
 - Emphasizes clarity: approving fund creation only, no funding decision yet.
- **Commissioner McCall**
 - States that he understands how it works.

Public Comment on the Ordinance

- **Chairman Schwebach**
 - Invites testimony for or against.
- Clerk/Staff response:
 - Reports:
 - No in-person sign-ups.
 - No Zoom comments on this item.

Motion: Chairman Schwebach motioned to exit public hearing; Seconded by Commissioner McCall.

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

Motion: Chairman **Schwebach** motioned to approve Ordinance; Seconded by **Commissioner McCall**.

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

5. BOARD AND COMMITTEE APPOINTMENTS

- a. **COMMISSION:** Discussion and Appointments of Torrance County's Representative Member to the Mid-Region Counsel of Governments (MRCOG) Executive Board and Alternate.
- **County Manager Barela**
 - Explains:
 - **Chairman Schwebach** is currently the primary (chief executive) appointee.
 - **Jordan Barela** is the alternate.
 - Board generally wants an elected official as the primary; alternates are often managers/deputies.
- **Chairman Schwebach**
 - Asks:
 - Whether he must be the executive representative.
 - Whether action must be taken today.
- **County Manager Barela**
 - Says:
 - Appointments are made annually.

- No hard requirement to act today; could defer until **Commissioner Jaramillo** is present.
- Only pressing appointment concern is Solid Waste Authority Board.
- **Chairman Schwebach**
 - Notes heightened Department of Justice scrutiny over County processes.
 - Suggestions:
 - Appoint today, but revisit later when **Commissioner Jaramillo** is back, to give her due diligence and input.

Motion: Commissioner McCall motioned to keep 2026 MRCOG representation the same; Seconded by **Chairman Schwebach**.

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

b. COMMISSION: Discussion and Appointment of Torrance County's Representative on the Estancia Valley Solid Waste Authority (EVSWA) Board.

Estancia Valley Solid Waste Authority Board

Motion: Chairman Schwebach motioned to keep the current appointment as-is; Seconded by Commissioner McCall.

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

c. COMMISSION: Discussion and Possible Re-Appointment of County Manager, Jordan Barela, as the Torrance County Voting Member of the New Mexico County Insurance Pool, and Appointment of Deputy County Manager, Michelle Jones, as the Alternate (Current Members – Jordan Barela and Misty Witt)

Motion: Chairman Schwebach motioned to approve the **reappoint of County Manager Jordan Barela** as voting member. Appoints **Deputy County Manager Michelle Jones** as alternate; Seconded by **Commissioner McCall**.

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

- States intent to revisit all appointments when Commissioner Jaramillo is present, even if no changes result.

6. PUBLIC COMMENT

No in person Comment

Zoom

PJ Podesta – Innovation Law Lab

- Presents written statements from five TCDF detainees describing:
 - Poor food quality.
 - Inadequate medical care (reliance on Tylenol, delays).
 - Very cold sleeping quarters causing illness.
 - Lack of clothing changes (e.g., same clothes for four months).
 - Allegations of racism and mistreatment by staff.
 - Emotional harm and family separation, with spouses and children left fearful and unsupported.
 - Difficulty accessing dentists, ICE agents, and personal property (shoes, important documents).

Tiffany Wang – Innovation Law Lab

- Reads a statement from detainee “Domingo Lopez” (pseudonym):

- Lived in U.S. since age 10 (2002), DACA recipient, married to U.S. citizen with four U.S.-born children.
- Describes being picked up in Minnesota, separated from family despite:
 - Valid DACA.
 - No current criminal issues beyond a resolved 2014 misdemeanor.
- Asserts:
 - ICE is using harsh conditions at TCDF to coerce detainees into deportation.
- Request: Torrance County should:
 - End its contract with ICE.
 - Stop using TCDF for family separation.

7. DEPARTMENT/PROGRAM UPDATES AND COMMUNICATIONS

a. MANAGER/VERITAS, LLC: EMWT Update

- **Presenter: Ed Cardenas, (Manager) Veritas Services LLC.**
- Key points:
 - Hired by EMWT over a year ago; some costs are now covered by Torrance County.
 - Current work:
 - Drafting personnel policy manual for EMWT's first employee (*Jake*).
 - Drafting operations manual (maps, standard procedures, emergency protocols).
 - Training Jake toward state water operator certification.
 - Maintaining use of a contracted certified operator for sampling and operations.
 - Starting rate base analysis:
 - Needs 12 months of data (including summer) to set fair rates.
 - Implementing legacy utility billing software on loan from his former utility:
 - Will replace Excel spreadsheets.
 - Goal: fully online by March for ~170+ customers across systems.

- Surveying systems (e.g., Homestead) to identify pump station and control upgrades.
 - Emphasizes need for:
 - 24/7 response capability.
 - Long-term in-house certified operator.
- Commission Direction:
 - **Chairman Schwebach:**
 - Wants static well levels monitored and included in daily/regular operations.
 - Concerned about:
 - Melody Ranch and PRC experiences.
 - Notes County is paying Ed but doesn't want to micro-manage; wants board to direct him, with County oversight.
 - Requests:
 - Monthly updates (written or Zoom) after EMWT board meetings.
 - Future meeting with County's EMWT representatives to align expectations.
 - **Commissioner McCall:**
 - Supports Ed's work but wants clarification that tasks (e.g., personnel manuals) match what County envisioned when contracting him.
 - Requests EMWT board representatives be brought to Commission for an update and direction discussion.

b. DOMESTIC VIOLENCE: Torrance County Domestic Violence Program Update

- **Presenter: Tracey Master**, Torrance County Domestic Violence Program contractor.
- Program activity:
 - Outreach at Moriarty High School health event (~200 attendees); many unaware County still had a DV program.
 - Social media reach: 14,097 views as of Jan 22, 2025.
 - Networking with:
 - Local magistrate and municipal courts.
 - Crime Victims Reparation Commission.

- CYFD Children's Division.
- Developing:
 - Detailed mental health resource list (local churches, community groups).
 - Reference lists for National DV Hotline and Strong Hearts Native Helpline.
- Funding issues:
 - County missed the deadline for a new 3-year CYFD grant cycle due to transition timing.
 - Tracey has reached out to:
 - Futures Without Violence.
 - DOJ-VAWA grant programs.
 - Awaiting responses.
 - Donations:
 - Clothing from four community members.
 - Food from another.
 - Current needs:
 - Often must assist survivors who remain in homes without income (aggressor removed):
 - Need food, diapers, wipes, gas cards, grocery cards, Visa cards.
 - Running food/essentials drive through Feb 28.
- Staffing & contract:
 - Program Director Jarrah Medina:
 - 16 open cases.
 - Frequently in court.
 - Often uses her own money or unpaid time to fill program gaps.
 - Tracey plans to:
 - Request reduction in her own contract.
 - Shift funds to increase Medina's contract in April.
- DV Program Phone: 505-510-9983 (24/7).
- Commission & Manager Discussion – CYFD 3-Year Grant:
 - Tracey reports:
 - CYFD contacted Ms. Encarnacion told her:

- Torrance County cannot access remaining two years of 3-year funding previously granted to VSS.
- **Chairman Schwebach:**
 - Very concerned that:
 - Funds may still be going to VSS, even though they terminated MOU with County.
 - Directs:
 - County Manager and County Attorney to:
 - Identify where the funds are going.
 - Seek to redirect funds to Torrance County's new program, if possible.
- **Commissioner McCall:**
 - Has already raised the issue with Rep. Gonzalez at the Roundhouse.
 - Tracey will forward all correspondence with the state to facilitate investigation.

c. TREASURER: Treasurer's Office Monthly Update

- **Presenter: Kathryn Hernandez County Treasurer**
- Status:
 - All bank reconciliations are current.
 - All mail and tax payments are processed and posted.
- Delinquent mobile home taxes:
 - ~3,100 mobile home accounts countywide.
 - First 100 accounts reviewed:
 - ~20 delinquent.
 - Some 2–10 years past due.
 - About \$56,000 in just those 20 heavily delinquent accounts.
- Preparing:
 - Verification of ownership and balances.
 - Eventual mobile home tax auction to recover revenue.
- LGIP Accounts:
 - Two Local Government Investment Pool accounts:
 - One holds \$1.01.

- Questions raised by **Commissioner McCall**:
 - Why maintain an essentially empty account?
 - Is it required?
- Manager and Treasurer will research whether it can be closed.
- Staffing & training:
 - Office has 8 staff positions.
 - No longer using private accounting firm.
 - Arranged peer training with another County 2 days/week:
 - Comparing Encode and EAGLE financial systems.
 - Understanding GEO codes and crosswalk.
- **Chairman Schwebach**:
 - Concerned about:
 - High turnover in Treasurer's office.
 - Long-term structural stability of financial operations.
 - Signals interest in:
 - Evaluating which functions could be outsourced.
 - Possibly using seasonal staff for peak customer service periods.
 - Understanding statutory staffing requirements vs. current staffing.

8. APPROVAL OF MEETING MINUTES

- a. **COMMISSION**: Request Approval of January 14, 2026, Regular Meeting Minutes of the Board of County Commissioners.

Motion: **Commissioner McCall** motioned to approve Minutes; Seconded by **Chairman Schwebach**

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

b. COMMISSION: Request Approval of January 20, 2026, Special Meeting Minutes of the Board of County Commissioners.

Motion: **Commissioner McCall** motioned to approve Minutes; Seconded by **Chairman Schwebach**

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

- County Clerk **Sylvia Chavez** asks if Commission is comfortable with more concise format.
- Both Schwebach and McCall:
 - Agree concise format is acceptable, using audio for detailed reference if needed.

9. CONSENT AGENDA

a. FINANCE: Request Approval of Payables with a date range of 1/8/2026 to 1/21/2026

Motion: **Chairman Schwebach** motioned to approve payables dated 1/18/26–1/21/26; Seconded by **Commissioner McCall**

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

10. APPROVALS/ACTION ITEM

a. GRANTS/SHERIFF: Request Approval to Submit an Application to the New Mexico Department of Public Safety Crisis Intervention Grant Program in the

Amount of Approximately \$100,000.00 to Purchase a Firearms Training Simulator for the Torrance County Sheriff's Office.

- **Presenter: Jody Cornwell Grants Administrator**
- Crisis Intervention Grant – Firearms Training Simulator (Sheriff's Office)
 - NM DPS State Crisis Intervention Program (SCIP) grant.
 - Amount: Approximately \$100,000.
 - Use: Purchase firearms/use-of-force training simulator.
 - Match: None required.
 - Term: 18 months.
- **Sheriff Frazee:**
 - Describes simulator as a multi-scenario training tool for:
 - De-escalation.
 - Use-of-force decision-making.
 - Can be housed in existing training room.
- **Commissioner McCall:**
 - Wants commitment to use the simulator regularly, not let it sit idle

Motion: Chairman Schwebach motioned to approve; Seconded by Commissioner McCall

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

b. GRANTS/SENIOR CENTERS: Request Execution of a Grant Agreement Between Torrance County and the New Mexico Department of Aging and Longterm Service in the Amount of \$112,000.00 for Renovations to the Estancia Senior Center.

- **Presenter: Jody Cornwell Grants Administrator**
- **Purpose:** Estancia Senior Center renovations (parking lot repaving, restucco, complementing prior interior projects).

Motion: Chairman Schwebach motioned to approve; Seconded by **Commissioner McCall**

Roll Call Vote:

- Schwebach** – Yes
- McCall** – Yes
- Jaramillo** – Absent

c. GRANTS/SENIOR CENTERS: Request Execution of a Grant Agreement Between Torrance County and the New Mexico Department of Aging and Longterm Service in the Amount of \$105,000.00 for Renovations to the Mountainair Senior Center.

- **Presenter:** Jody Cornwell Grants Administrator
- **Purpose:** Mountainair Senior Center improvements (HVAC, parking area, sidewalk).

Motion: Chairman Schwebach motioned to approve; Seconded by **Commissioner McCall**

Roll Call Vote:

- Schwebach** – Yes
- McCall** – Yes
- Jaramillo** – Absent

d. GRANTS/FIRE: Request Execution of a Grant Agreement Between Torrance County and the New Mexico Environment Department in the Amount of \$250,000.00 to Plan, Design, Construct and Equip Water Collection and Storage Systems for the McIntosh Fire Station.

- **Purpose:** Plan, design, construct, and equip water collection and storage and fire suppression/sprinkler system for Macintosh Fire Station to allow 24/7 staffing.

Motion: Chairman Schwebach motioned to approve; Seconded by **Commissioner McCall**.

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

e. **FIRE:** Request Approval to Pay Three Prior Year's Invoices to AutoZone in the Total Amount of \$310.37

Deferred

f. **LEGAL:** Request Approval of the 2025 Fourth Quarter Restrictive Housing Report.

Motion: **Chairman Schwebach** motioned to approve; Seconded by **Commissioner McCall**

Roll Call Vote:

- **Schwebach** – Yes
- **McCall** – Yes
- **Jaramillo** – Absent

g. **MANAGER:** Request Approval of a Fiscal Agent Agreement Between Torrance County and EMWT to Administer Funding Provided by the New Mexico Office of the Governor.

Deferred

11. DISCUSSION/PRESENTATION

- a. **MANAGER:** Discussion and Update on the Finance Department and Treasurer's Office Operations
- **County Manager Jordan Barela**
 - Identified gaps in revenue forecasting and advanced accounting.
 - Proposed short-term CPA engagement to evaluate and reorganize operations.

- **Chairman Schwebach**
 - Stressed checks and balances, accuracy, and staff training.
- **Commissioner McCall**
 - Requested clarity on funding source.

Proposal Details

- 6–9 month CPA contract
- Budget: \$100,000 (reallocated from salary study funds)
- Goal: Cleanup, oversight, and formal recommendations before next budget cycle.
- **Deputy County Manager Michelle Jones**
 - Supported bringing in CPA expertise.

b. MANAGER: Secondary Discussion on Establishing Budget Priorities for the Fiscal Year 2027 Budget Cycle.

- Commission agreed to:
 - Have each Commissioner submit 3–5 priority items.
 - County Manager to consolidate and bring back a draft priority list at a future meeting when full Commission is present.

c. MANAGER: Discussion on the Torrance County DWI Program

- **Jordan Barela**
 - Ongoing coordinator turnover affecting program stability.
 - Explored contracting and moving program oversight to Sheriff's Office.
- **Sheriff**
 - Highlighted success of saturation patrols and roadblocks.
 - Emphasized need for consistent enforcement strategy.
- **Commissioner McCall**
 - Suggested prioritizing enforcement over prevention.
 - Discussed grant funding for a new vehicle.

d. CLERK'S REPORT

- **Clerk Sylvia Chavez:**

- Announced March 10, 9–5 candidate filing date and requirements.
- Described mail ballot elections for Estancia Schools (Feb 17–Mar 17) and Corona Schools (Feb 24–Mar 24).
- Announced that New Mexico Counties Board of Directors will hold main meeting in Torrance County; tentatively to use Commission Chambers.

e. MANAGER'S REPORT

Legislative Session & Capital Outlay

- **Jordan Barela**

- Reported active engagement in the 2026 Legislative Session.
- Traveled to Santa Fe with Commissioner McCall to meet with all four Torrance County legislative representatives.
- Discussions focused on capital outlay priorities and County funding needs.
- Verbal Legislative Commitments (Not Final)
 - Administration Building: Verbal funding commitments received from all four legislators.
 - Domestic Violence Program: \$37,500 in GRO funding discussed.
 - Sheriff's Vehicles: Approximately \$180,000 verbally committed for new vehicles.
 - Emphasized that capital outlay funding remains subject to:
 - Legislative approval
 - Possible line-item vetoes
 - Final budget enactment

House Bill 9 (HB9) – Detention Facility Closure Impacts

- **Jordan Barela**

- Discussed HB9 and its anticipated fast-track approval.
- Reported proposal by Senator Sharer to establish a “hold harmless / mitigation fund” for counties impacted by detention facility closures.
- Explained that:
 - New Mexico Counties drafted the proposal.
 - Funding would offset lost revenues and increased County costs.

- Impact on Estancia & Torrance County

- Estancia receives approximately \$900,000 annually in GRT tied to the detention facility.
- Loss of revenue could reduce local emergency services.
- County would likely need to absorb service gaps if the city is impacted.
- Advocacy Actions
 - Provided written feedback to:
 - New Mexico Counties
 - Senator Sharer's office
 - Advocated for recognition of municipal impacts that ultimately affect counties.
 - Ongoing monitoring of HB9 amendments and related legislation.

Department of Justice (DOJ) Correspondence & Litigation

- Jordan Barela
 - Confirmed no response received from the DOJ to date.
 - County received confirmation of receipt after submitting its response.
 - No formal service has occurred yet related to the district court complaint.
 - Noted statutory 30-day response window begins upon service, which has not yet occurred.

f. COMMISSIONERS' REPORTS:

1) Commissioner McCall, District 1

Legislative Visit – Roundhouse Update

- Reported that clearly defined Commission priorities were well received by legislators.
- Highlighted effectiveness of presenting focused, realistic funding requests.
- Key Legislative Outcomes
 - Representative Lord
 - Allocated \$180,000 of her GRO funds specifically for Torrance County sheriff's vehicles.
 - Senator Stefanics
 - Already had Torrance County listed for domestic violence funding.
 - Administration Building

- \$3.25 million request discussed.
- Legislators reassured the County that partial funding is acceptable.
- Commissioner emphasized project will proceed with or without capital outlay, reinforcing project readiness.
- Positive Legislative Feedback
 - Legislators expressed appreciation that Torrance County:
 - Spends allocated funds promptly
 - Has shovel-ready projects
 - Avoids unspent or “wish list” capital outlay requests
 - Noted LFC scrutiny and fund sweeps targeting jurisdictions with idle capital funds.

2) Commissioner Schwebach, District 2

- Noted lack of DOJ response remains concerning.
- Announced Commissioner Jaramillo’s absence was due to a serious family health situation with her mother and requested public prayers.

3) Commissioner Jaramillo, District 3

Absent

12. Announcement of the next Board of County Commissioner’s Meeting:

February 11, 2026

13. SIGNING OF OFFICIAL DOCUMENTS

14. ADJOURNMENT

Motion: Chairman Schwebach motioned to approve; Seconded by **Commissioner McCall**

Roll Call Vote:

- o **Schwebach** – Yes
- o **McCall** – Yes
- o **Jaramillo** – Absent

Adjourned at 11:25AM

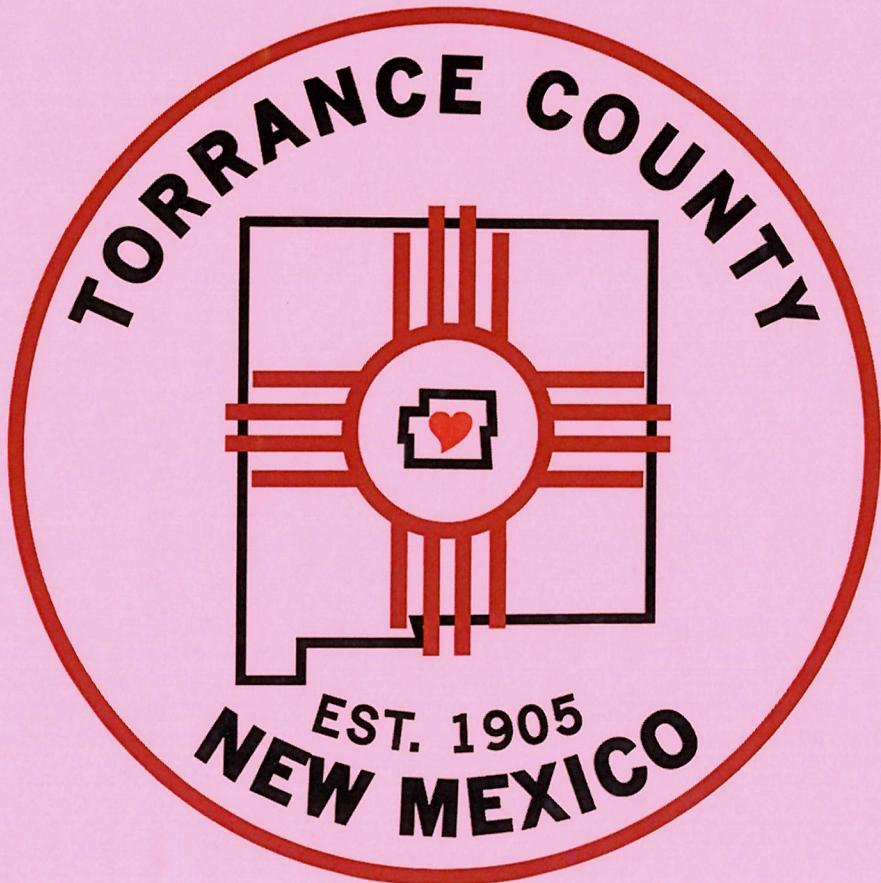
Ryan Schwebach – Chairman

Mackenzie Carlson – Admin Assistant

Date

Sylvia Chavez – County Clerk

The video and audio of this meeting are available upon request.



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 10 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 **February 11, 2026**, and approved the attached check report as presented against the funds of Torrance County in the amount of **\$1,471,274.50**

Kevin McCall, District 1

Ryan Schwebach, District 2

Linda Jaramillo, District 3

Attest:

Sylvia Chavez, 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: 1/22/2026 to 2/04/2026 **Total Payments: 158**

Total Checks: 138 Checks: 135674 to 135812

Voided Checks: 2 Checks: 135603, 135677

Bank Drafts: 10 DFT0001467, DFT0001468, DFT0001470, DFT0001471, DFT0001472, DFT0001473, DFT0001474, DFT0001475, DFT0001476, DFT0001477, DFT0001479, DFT0001480, DFT0001481, DFT0001482, DFT0001483
NOT USED DFT0001464, DFT0001465, DFT0001466, DFT0001469
DFT0001478

Electronic Fund Transfers: 4 EFT: 451 TO 454

Total Payments Issued: \$1,471,274.50



Torrance County, NM

Check Report

By Check Number

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Main Checking-Main Checking						
Payment Type: EFT						
3537 SED ENTERPRISES INC.						
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
FBN5530361 A	Invoice	01/15/2026	Fleet Vehicles for Animal Services	0.00	1,100.53	
	620-094-2618		CAPITAL OUTLAY - VEHICL	2025 Chevrolet Silverado 1500 4	1,100.53	
VEN01472 PROFESSIONAL FIREFIGHTERS OF TORRANCE C						
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV0005824	Invoice	01/29/2026	FIRE FIGHTER UNION DUES	0.00	253.00	
	401-000-9001		Payroll Liabilities	FIRE FIGHTER UNION DUES	253.00	
5189 SUNRISE BANK						
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV0005829	Invoice	01/29/2026	Sunrise Loan	0.00	2,120.25	
	401-000-9001		Payroll Liabilities	Sunrise Loan	2,120.25	
5039 BOKF, NA						
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
TORRANCE20162	Invoice	02/02/2026	2016 GO Bond Payments FY26	0.00	5,402.14	454
	562-011-2350		BOND INTEREST PAYMEN	2016 GO Bond Payments FY26 -	5,267.61	
	562-011-2351		BOND PRINCIPAL PAYME	SEMI-ANNUAL PAYING AGENT F	134.53	
Total EFT:				0.00	8,875.92	

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Regular						
VEN01273	Consultant Pharmacists of New Mexico Inc	01/28/2026	Regular	0.00	-3,228.76	135603
4709	ALBUQUERQUE OFFICE SYSTEMS	01/22/2026	Regular	0.00	1,042.50	135674
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12653	Invoice	01/22/2026	OFFICE DESK	0.00	1,042.50	
	401-056-2218		MAINTENANCE & REPAIR	PERFORATED MODESTY PANEL	94.77	
	401-056-2218		MAINTENANCE & REPAIR	LABOR TO MOVE AND INSTALL	458.73	
	401-056-2218		MAINTENANCE & REPAIR	HEIGHT ADJUSTABLE BASE	489.00	
66	ALBUQUERQUE PUBLISHING CO.	01/22/2026	Regular	0.00	151.10	135675
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
297650	Invoice	01/21/2026	1st half property tax notices	0.00	151.10	
	401-030-2221		PRINTING/PUBLISHING/A	1st half property tax notices	151.10	
4964	AT & T MOBILITY LLC	01/22/2026	Regular	0.00	9,483.58	135676
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
28734257078912	Invoice	01/22/2026	COUNTY CELL PHONE USAGE	0.00	9,483.58	
	401-096-2207		TELECOMMUNICATIONS	PROBATE DECEMBER	51.97	
	401-096-2207		TELECOMMUNICATIONS	MANAGER DECEMBER	467.63	
	401-096-2207		TELECOMMUNICATIONS	SHERIFF DECEMBER	2,984.76	
	401-096-2207		TELECOMMUNICATIONS	CLERK DECEMBER	361.23	
	401-096-2207		TELECOMMUNICATIONS	ROAD DEPT DECEMBER	1,004.90	
	401-096-2207		TELECOMMUNICATIONS	FINANCE DECEMBER	363.79	
	401-096-2207		TELECOMMUNICATIONS	COMMUNITY MONITOR DECEM	51.97	
	401-096-2207		TELECOMMUNICATIONS	TREASURER DECEMBER	500.00	
	401-096-2207		TELECOMMUNICATIONS	COMMISSION DECEMBER	155.91	
	401-096-2207		TELECOMMUNICATIONS	ASSESSOR DECEMBER	524.64	
	401-096-2207		TELECOMMUNICATIONS	DWI DECEMBER	250.88	
	401-096-2207		TELECOMMUNICATIONS	PZ DECEMBER	380.04	
	401-096-2207		TELECOMMUNICATIONS	ANIMAL SERVICES DECEMBER	363.79	
	401-096-2207		TELECOMMUNICATIONS	MAINTENANCE DECEMBER	352.06	
	407-091-2207		TELECOMMUNICATIONS	DIST 1 DECEMBER	54.43	
	408-091-2207		TELECOMMUNICATIONS	DIST 3 DECEMBER	40.54	
	413-091-2207		TELECOMMUNICATIONS	FIRE ADMIN DECEMBER	587.76	
	416-083-2207		TELECOMMUNICATIONS/I	EMT/FF - DECEMBER 2025	571.67	
	604-083-2207		TELECOMMUNICATIONS	EMERGENCY MANAGEMENT DE	160.83	
	911-080-2207		TELECOMMUNICATIONS	DISPATCH DECEMBER	254.78	
Void						
VEN01274	BOLDplanning, Inc	01/22/2026	Regular	0.00	0.00	135677
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
245295	Invoice	01/14/2026	EOP Licensing	0.00	655.67	135678
	604-083-2269		SUBSCRIPTIONS & DUES	EOP Licensing - January	655.67	
4429	CARROLL, SELENA	01/22/2026	Regular	0.00	111.40	135679
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
NM FARMINGTQ	Invoice	01/22/2026	RETURN FROM FARMINGTON NM LEADER	0.00	111.40	
	911-080-2205		TRAVEL - EMPLOYEES	RETURN FROM FARMINGTON N	111.40	
106	CENTRAL NM ELECTRIC COOP.	01/22/2026	Regular	0.00	343.41	135680

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description			
12.2025 74400	Invoice 408-091-2208 408-091-2208 408-091-2208	01/22/2026	Q2 Dist 3 Fire Electric UTILITIES - ELECTRICITY UTILITIES - ELECTRICITY UTILITIES - ELECTRICITY	December 88700 December 15100 December 74400	0.00 82.06 237.88 23.47	343.41	
3391	CINTAS CORPORATION NO. 2	01/22/2026	Regular		0.00	368.50	135681
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
5303986410	Invoice 401-050-2271 401-050-2271	01/22/2026	SHERIFF DEPT MEDICINE BOX OTHER SERVICES OTHER SERVICES	SHERIFF DEPT MEDICINE BOX N SHERIFF DEPT MEDICINE BOX N SHERIFF DEPT SERVICE CHARGE	0.00 218.15 21.35	239.50	
9353451663	Invoice 401-050-2271	01/22/2026	EYEWASH STATION SHERIFFS DEPT OTHER SERVICES	EYEWASH STATION SHERIFFS DE EYEWASH STATION SHERIFFS DE	0.00 129.00	129.00	
5416	CRYSTAL SPRINGS BOTTLED WATER	01/22/2026	Regular		0.00	35.15	135682
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
9370924	Invoice 401-010-2219	01/20/2026	Crystal Springs Bottled Water SUPPLIES - GENERAL OFFI	Crystal Springs Bottled Water November Crystal Springs Bottle	0.00 35.15	35.15	
5416	CRYSTAL SPRINGS BOTTLED WATER	01/22/2026	Regular		0.00	10.65	135683
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
9372669	Invoice 401-010-2219	01/20/2026	Crystal Springs Bottled Water SUPPLIES - GENERAL OFFI	Crystal Springs Bottled Water November Crystal Springs rental	0.00 10.65	10.65	
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular		0.00	311.50	135684
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
593467809-3	Invoice 401-010-2284	01/15/2026	Q3 Manager Copy Machine Lease EQUIPMENT LEASES	Q3 Manager Copy Machine Lease January Manager Copy Machine	0.00 311.50	311.50	
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular		0.00	266.98	135685
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
594326379-2	Invoice 401-055-2284	01/15/2026	Q3 Finance Copy Machine Lease EQUIPMENT LEASES	Q3 Finance Copy Machine Lease February Finance Copy Machin	0.00 266.98	266.98	
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular		0.00	219.80	135686
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
594326379-5	Invoice 401-008-2284	01/15/2026	Q3 P&Z Copy Machine Lease LEASE EQUIPMENT	Q3 P&Z Copy Machine Lease February P&Z Copy Machine Le	0.00 219.80	219.80	
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular		0.00	264.30	135687
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
593467809	Invoice 612-020-2284	01/15/2026	Q3 Clerk Copy Machine lease CONTRACT - EQUIPMENT	Q3 Clerk Copy Machine lease January Clerk Copy Machine lea	0.00 264.30	264.30	
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular		0.00	264.30	135688
Payable #	Payable Type Account Number	Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
593467809-6	Invoice 401-050-2284	01/15/2026	Q3 Sheriff Copy Machine lease EQUIPMENT LEASES	Q3 Sheriff Copy Machine lease January Sheriff Copy Machine le	0.00 264.30	264.30	
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular		0.00	219.80	135689

Check Report

Date Range: 01/22/2026 - 02/04/2026

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	
594326379-7	Invoice	01/15/2026	Q3 Court Compliance copy Machine Leas	0.00	219.80	
	401-073-2271		CONTRACT - OTHER SERV	February Court Compliance cop		219.80
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	264.30	135690
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
593467809-5	Invoice	01/15/2026	Q3 P&Z Copy Machine Lease	0.00	264.30	
	401-008-2284		LEASE EQUIPMENT	January P&Z Copy Machine Lea		264.30
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	264.30	135691
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
593467809-7	Invoice	01/15/2026	Q3 Court Compliance copy Machine Leas	0.00	264.30	
	401-073-2271		CONTRACT - OTHER SERV	January Court Compliance copy		264.30
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	311.50	135692
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
593467809-2	Invoice	01/15/2026	Q3 Finance Copy Machine Lease	0.00	311.50	
	401-055-2284		EQUIPMENT LEASES	January Finance Copy Machine		311.50
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	206.99	135693
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
593467809-4	Invoice	01/15/2026	Q3 Road Copy Machine Lease	0.00	206.99	
	402-060-2284		LEASE EQUIPMENT	January Road Copy Machine Lea		206.99
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	219.80	135694
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
594326379-6	Invoice	01/15/2026	Q3 Sheriff Copy Machine lease	0.00	219.80	
	401-050-2284		EQUIPMENT LEASES	February Sheriff Copy Machine I		219.80
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	219.80	135695
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
594326379-1	Invoice	01/15/2026	Q3 Clerk Copy Machine lease	0.00	219.80	
	612-020-2284		CONTRACT - EQUIPMENT	February Clerk Copy Machine le		219.80
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	162.49	135696
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
594326379-4	Invoice	01/15/2026	Q3 Road Copy Machine Lease	0.00	162.49	
	402-060-2284		LEASE EQUIPMENT	February Road Copy Machine Le		162.49
4383	DE LAGE LANDEN FINANCIAL SERVICE	01/22/2026	Regular	0.00	266.98	135697
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
594326379-3	Invoice	01/15/2026	Q3 Manager Copy Machine Lease	0.00	266.98	
	401-010-2284		EQUIPMENT LEASES	February Manager Copy Machin		266.98
5308	DIRECTV, LLC.	01/22/2026	Regular	0.00	126.14	135698
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
069212456x2512	Invoice	01/15/2026	Direct TV Fire	0.00	126.14	
	413-091-2271		CONTRACT - OTHER SERV	January		126.14
VEN01417	EARTHWORKS ENGINEERING GROUP, LLC	01/22/2026	Regular	0.00	9,363.38	135699

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description	Payment Type Account Name Item Description	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	Distribution Amount
					0.00	9,363.38	663.38
A25-153.1	Invoice 803-059-2637 803-059-2637	01/15/2026	Geotech for Admin G3053 TOR CO ADMIN B G3053 TOR CO ADMIN B	NMGRT 6.5% Geotechnical Consulting Service	0.00	9,363.38	663.38
5359	GALLAGHER BENEFIT SERVICES, INC.	01/22/2026	Regular		0.00	2,810.00	135700
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name Item Description		Discount Amount	Payable Amount	Distribution Amount
361434	Invoice 401-014-2272	01/15/2026	Q3 Benefits Svc Contract CONTRACT - PROFESSION	January	0.00	2,810.00	2,810.00
944	GRAINGER, INC.	01/22/2026	Regular		0.00	71.55	135701
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name Item Description		Discount Amount	Payable Amount	Distribution Amount
9745266339	Invoice 407-091-2248 407-091-2248	01/15/2026	District 1 Safety Supplies SUPPLIES - SAFETY SUPPLIES - SAFETY	Cartridge Filter Shop Vac Lighted Extension Cord 25ft	0.00	71.55	38.80 32.75
3587	HOMESTEAD WATER CO.	01/22/2026	Regular		0.00	27.15	135702
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name Item Description		Discount Amount	Payable Amount	Distribution Amount
12.2025	Invoice 405-091-2210	01/15/2026	Q3 Water Dist 5 UTILITIES - WATER	January	0.00	27.15	27.15
1656	INTERNAL REVENUE SERVICE	01/22/2026	Regular		0.00	3,711.86	135703
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name Item Description		Discount Amount	Payable Amount	Distribution Amount
85-6000257	Invoice 401-000-9001	01/21/2026	941'S Payroll Liabilities	941'S	0.00	3,711.86	3,711.86
2291	LOBO INTERNET SERVICES LTD	01/22/2026	Regular		0.00	705.00	135704
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name Item Description		Discount Amount	Payable Amount	Distribution Amount
N10715-82	Invoice 401-096-2207	01/15/2026	Q3 Admin Lobo Internet TELECOMMUNICATIONS	January	0.00	155.00	155.00
N10926-77	Invoice 405-091-2207 406-091-2207 408-091-2207 409-091-2207	01/15/2026	Q3 January Fire Lobo Internet Dist 2,3,4,5 TELECOMMUNICATIONS TELECOMMUNICATIONS TELECOMMUNICATIONS TELECOMMUNICATIONS	January Fire Lobo internet Dist 5 January Fire Lobo internet Dist 2 January Fire Lobo internet Dist 3 January Fire Lobo internet Dist 4	0.00	550.00 158.36 158.32 154.16 79.16	
4464	NM APPARATUS LLC	01/22/2026	Regular		0.00	997.66	135705
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name Item Description		Discount Amount	Payable Amount	Distribution Amount
2171	Invoice 408-091-2201 408-091-2201 408-091-2201 408-091-2201	01/14/2026	Engine 1 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Parts- Engine oil, Oil, Air & Fuel Sales Tax Shop Supplies- 7% of Labor Engine 1 PM Service	0.00	997.66 407.12 60.89 34.65 495.00	
4464	NM APPARATUS LLC	01/22/2026	Regular		0.00	678.67	135706
Payable #	Payable Type Account Number	Post Date	Payable Description Account Name Item Description		Discount Amount	Payable Amount	Distribution Amount
2176	Invoice 413-091-2201 413-091-2201 413-091-2201	01/14/2026	Rescue 1 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Sales Tax Torrance Contract Labor Rate- R Parts- 2 Batteries	0.00	678.67 41.42 165.00 472.25	
4464	NM APPARATUS LLC	01/22/2026	Regular		0.00	912.59	135707

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
2173	Invoice 405-091-2201 405-091-2201 405-091-2201 405-091-2201	01/14/2026	Preventive Maintenance Tender 52 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Tender 52 Parts- Air Filter, Oil&Fuel Filters, Preventive Maintenance and Ins Shop Supplies- 7% of Labor Sales Tax	0.00	912.59 503.79 330.00 23.10 55.70	
4464	NM APPARATUS LLC Payable Type Account Number	01/22/2026	Regular		0.00	812.61	135708
2174	Invoice 409-091-2201 409-091-2201 409-091-2201 409-091-2201 409-091-2201	01/14/2026	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Brush 41 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Sales Tax Shop Supplies- 7% of Labor Brush 41- Go to truck and replac Parts- 2 Batteries Mileage- To and From Station	0.00	812.61 49.60 11.55 165.00 467.46 119.00	
4464	NM APPARATUS LLC Payable Type Account Number	01/22/2026	Regular		0.00	735.92	135709
2175	Invoice 413-091-2201 413-091-2201 413-091-2201 413-091-2201	01/14/2026	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			FD 7 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Sales Tax TCLR- PM/Inspection, Replace B Shop Supplies- 7% of Labor Parts- Engine,Oil,Air filter and B	0.00	735.92 44.92 330.00 23.10 337.90	
4464	NM APPARATUS LLC Payable Type Account Number	01/22/2026	Regular		0.00	1,257.21	135710
2169	Invoice 408-091-2201 408-091-2201 408-091-2201 408-091-2201	01/14/2026	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Tender 33 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Tender 33-PM Service Parts- Air,Fuel& Oil filters,Engin Shop Supplies- 7% of Labor	0.00	1,257.21 76.73 495.00 650.83 34.65	
4464	NM APPARATUS LLC Payable Type Account Number	01/22/2026	Regular		0.00	1,224.71	135711
2172	Invoice 405-091-2201 405-091-2201 405-091-2201 405-091-2201	01/14/2026	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Aerial 7- LD1 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Shop Supplies- 7% of Labor Air, Oil, and Fuel Filters Aerial 7- LD1 PM Service Sales Tax	0.00	1,224.71 23.10 631.86 495.00 74.75	
4464	NM APPARATUS LLC Payable Type Account Number	01/22/2026	Regular		0.00	1,215.23	135712
2170	Invoice 408-091-2201 408-091-2201 408-091-2201 408-091-2201	01/14/2026	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Engine 33 MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR MAINTENANCE & REPAIR	Shoop Supplies- 7% of Labor Parts- Engine oil, Fuel/Oil Filter Engine 33- PM Service Sales Tax	0.00	1,215.23 34.65 611.41 495.00 74.17	
2194	ORKIN, LLC Payable Type Account Number	01/22/2026	Regular		0.00	668.10	135713
287537144	Invoice 911-080-2271	01/15/2026	Payable Description		Discount Amount	Payable Amount	
			Account Name	Item Description	Distribution Amount		
			Dispatch Pest Control CONTRACTS OTHER SERVI	November	0.00	200.21 200.21	
	Invoice	01/15/2026	Admin Pest Control		0.00	133.84	

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	401-015-2215	MAINTENANCE & REPAIR	November	133.84		
289172375	Invoice	01/15/2026	Dispatch Pest Control	0.00	200.21	
	911-080-2271	CONTRACTS OTHER SERVI	December		200.21	
289172819	Invoice	01/15/2026	Admin Pest Control	0.00	133.84	
	401-015-2215	MAINTENANCE & REPAIR	December	133.84		
5514	PERSONNEL EVALUATION INC.	01/22/2026	Regular	0.00	50.00	135714
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
56839	Invoice	01/14/2026	Personnel Evaluation Profiles Q2	0.00	50.00	
	911-080-2272	CONTRACT - PROFESSION	Personnel Evaluation Profiles De	50.00		
2015	PLATEAU	01/22/2026	Regular	0.00	4,887.31	135715
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
01.2025 3061934	Invoice	01/15/2026	Q3 County Internet and Wireless phone S	0.00	4,887.31	
	401-096-2207	TELECOMMUNICATIONS	January	4,887.31		
3859	PRUDENTIAL OVERALL SUPPLY	01/22/2026	Regular	0.00	345.86	135716
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
450782941	Invoice	01/14/2026	Uniform rental	0.00	345.86	
	402-060-2236	SUPPLIES - UNIFORMS	Uniform rental	345.86		
3859	PRUDENTIAL OVERALL SUPPLY	01/22/2026	Regular	0.00	868.83	135717
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
450781605	Invoice	01/22/2026	MAINTENANCE PAPER SUPPLIES	0.00	868.83	
	401-015-2229	SUPPLIES - PAPER	JUMBO ROLL TISSUE	244.59		
	401-015-2229	SUPPLIES - PAPER	DELIVERY CHARGE	36.80		
	401-015-2229	SUPPLIES - PAPER	TRASH LINERS 33X40	337.25		
	401-015-2229	SUPPLIES - PAPER	HARD ROLL TOWELS	250.19		
3859	PRUDENTIAL OVERALL SUPPLY	01/22/2026	Regular	0.00	113.57	135718
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
450782938	Invoice	01/22/2026	JUDICIAL CUSTODIAL SUPPLIES RENTAL	0.00	113.57	
	401-016-2220	SUPPLIES - CLEANING	PRFM DUST MOP BLUE 42" FRA	6.69		
	401-016-2220	SUPPLIES - CLEANING	BLUE WET MOP 24 OZ RENT	14.38		
	401-016-2220	SUPPLIES - CLEANING	DELIVERY CHARGE	15.07		
	401-016-2220	SUPPLIES - CLEANING	PRFM DUST MOP BLUE 42" FRA	0.54		
	401-016-2220	SUPPLIES - CLEANING	BLUE WET MOP 24 OZ MMP	0.54		
	401-016-2220	SUPPLIES - CLEANING	PRFM DUST MOP BLUE 30" REN	12.72		
	401-016-2220	SUPPLIES - CLEANING	MAT 3X4 BLACK MMP	1.76		
	401-016-2220	SUPPLIES - CLEANING	PRFM DUST MOP BLUE 30" MM	0.21		
	401-016-2220	SUPPLIES - CLEANING	MAT 3X4 BLACK	61.66		
3462	SAMBA HOLDINGS, INC.	01/22/2026	Regular	0.00	297.43	135719
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV02123325	Invoice	01/20/2026	Q3 Samba DL Check	0.00	297.43	
	401-014-2271	CONTRACT-OTHER SERVI	January	297.43		
5426	SENERGY PETROLEUM, LLC	01/22/2026	Regular	0.00	11,214.02	135720
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
415367698	Invoice	01/14/2026	Bulk Fuel	0.00	8,102.83	
	402-060-2202	SUPPLIES - VEHICLE FUEL	Bulk Fuel	8,102.83		
415372547	Invoice	01/15/2026	Bulk Fuel	0.00	3,111.19	

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	402-060-2202	SUPPLIES - VEHICLE FUEL	Bulk Fuel		3,111.19	
2562	SIRCHIE FINGERPRINT LABORATORIES	01/22/2026	Regular	0.00	222.82	135721
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
0727386-IN	Invoice	01/14/2026	Evidence Materials for Units	0.00	222.82	
		SUPPLIES - FIELD SUPPLIE	Sirchmark Tape		222.82	
5323	SOUTHWEST COPY SYSTEMS	01/22/2026	Regular	0.00	40.57	135722
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
585035	Invoice	12/30/2025	Q2 Assessor Printing Overages	0.00	40.57	
		CONTRACT - OTHER SERV	December Overages		40.57	
5296	THE MASTER'S TOUCH, LLC.	01/22/2026	Regular	0.00	3,175.63	135723
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
94713	Invoice	01/22/2026	UNAUTHORIZED PURCHASE COMMISSION	0.00	3,175.63	
		CONTRACT - OTHER SERV	MAILING OF DELINQUENT TAX		3,175.63	
4312	Universal Waste Systems Inc	01/22/2026	Regular	0.00	2,189.82	135724
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
0004302743	Invoice	01/20/2026	Dist 2 Waste Disposal	0.00	288.81	
		UTILITIES - WATER	Q3 Waste Disposal		288.81	
0004302744	Invoice	01/20/2026	Dist 3 Waste Disposal	0.00	831.36	
		UTILITIES - WATER	Q3 Waste Disposal		831.36	
0004302951	Invoice	01/20/2026	Dist 3 Sub and Dist 4 Waste Disposal	0.00	298.51	
		UTILITIES - WATER	Q3 Dist 3 SUB Waste Disposal		298.51	
0004302952	Invoice	01/20/2026	Dist 3 Sub and Dist 4 Waste Disposal	0.00	75.08	
		UTILITIES - WATER	Q3 Dist 4 Waste Disposal		75.08	
0004302956	Invoice	01/20/2026	Dispatch Waste Removal	0.00	696.06	
		UTILITIES - WATER	Q3 Waste Disposal		696.06	
1	WAGNER EQUIPMENT CO.	01/22/2026	Regular	0.00	701,615.18	135725
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
B7045001	Invoice	01/22/2026	ROAD EQUIPMENT PURCHASE	0.00	349,222.39	
		CAPITAL OUTLAY - EQUIP	MOTOR GRADER 140LVR AWD -		349,222.39	
B7045201	Invoice	01/22/2026	ROAD EQUIPMENT PURCHASE	0.00	352,392.79	
		CAPITAL OUTLAY - EQUIP	MOTOR GRADER 140LVR AWD -		352,392.79	
VEN01253	WILSON & COMPANY, INC., ENGINEERS & ARCI	01/22/2026	Regular	0.00	49,220.40	135726
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
145523	Invoice	01/20/2026	Architectural & Engineering Design Serv-A	0.00	49,220.40	
		G3053 TOR CO ADMIN B	Architectural & Engineering Des		49,220.40	
106	CENTRAL NM ELECTRIC COOP.	01/23/2026	Regular	0.00	372.84	135727
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
11.2025 84401	Invoice	01/20/2026	Q2 Animal Services Electric	0.00	372.84	
		UTILITIES - ELECTRICITY	November		372.84	
50	EMW GAS ASSOCIATION	01/23/2026	Regular	0.00	410.66	135728

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date		Payment Type	Discount Amount	Payment Amount	Number
		Post Date	Payable Description		Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description			
12.2025 60-9530	Invoice 911-080-2209	01/20/2026	Q2 Dispatch Monthly Gas UTILITIES - NATURAL GAS	December	0.00	410.66	410.66
2554 Payable #	EPCOR USA, INC. Payable Type Account Number	01/23/2026	Regular		0.00	124.43	135729
12.2025 0739014	Invoice 406-091-2210	01/21/2026	Q2 Monthly Water Dist 2 UTILITIES - WATER	December	0.00	124.43	124.43
4312 Payable #	Universal Waste Systems Inc Payable Type Account Number	01/23/2026	Regular		0.00	1,316.70	135730
0004302953	Invoice 401-082-2210	01/20/2026	Animal Services Waste Disposal UTILITIES - WATER	Q3 Waste Disposal	0.00	230.65	230.65
0004302954	Invoice 405-091-2210	01/20/2026	Dist 5 Waste disposal UTILITIES - WATER	Q3 Waste Disposal	0.00	855.40	855.40
0004302955	Invoice 402-060-2210	01/20/2026	Road Waste Disposal UTILITIES - WATER	Q3 Waste Disposal	0.00	230.65	230.65
VEN01409 Payable #	A-COM TECHNOLOGIES, LLC Payable Type Account Number	02/02/2026	Regular		0.00	712.39	135731
R47814	Invoice 413-091-2271 413-091-2271	01/20/2026	Fire Inspection EMS Building CONTRACT - OTHER SERV	Fire Alarm Monitoring- Cellular	0.00	660.00	
			CONTRACT - OTHER SERV	Sales Tax		52.39	
3207 Payable #	AIRGAS USA LLC Payable Type Account Number	02/02/2026	Regular		0.00	3,123.25	135732
5521260588	Invoice 408-091-2230 408-091-2230 408-091-2230	01/20/2026	Medical Oxygen/Tank Rent/Hazmat Fee/ T SUPPLIES - MEDICAL	Lease CYL Lease Renewal 1/1/2	0.00	526.64	
			SUPPLIES - MEDICAL	Airgas Hazmat Chg ML		409.50	
			SUPPLIES - MEDICAL	Sales Tax		85.00	
			SUPPLIES - MEDICAL			32.14	
5521814787	Invoice 408-091-2230 408-091-2230 408-091-2230 408-091-2230	01/20/2026	Medical Oxygen/Tank Rent/Hazmat Fee/ T SUPPLIES - MEDICAL	Hazmat Fee	0.00	787.89	
			SUPPLIES - MEDICAL	Sales Tax		102.00	
			SUPPLIES - MEDICAL	Rent Cyl Med Xs Oxygen		48.09	
			SUPPLIES - MEDICAL	Rent Cyl Med Large 3		528.00	
			SUPPLIES - MEDICAL			109.80	
5521836185	Invoice 408-091-2230 408-091-2230 408-091-2230 408-091-2230	01/20/2026	Medical Oxygen/Tank Rent/Hazmat Fee/ T SUPPLIES - MEDICAL	Rent Cyl Med Large Oxygen	0.00	1,808.72	
			SUPPLIES - MEDICAL	Hazmat Fee		354.10	
			SUPPLIES - MEDICAL	Sales Tax		113.00	
			SUPPLIES - MEDICAL	Rent Cyl Med Xs Oxygen		110.39	
			SUPPLIES - MEDICAL			1,231.23	
5450 Payable #	AMAZON BUSINESS Payable Type Account Number	02/02/2026	Regular		0.00	115.59	135733
1JCK-YD7T-FV1P	Invoice 410-050-2222	01/20/2026	Floor Jacks for Sheriff Units SUPPLIES - FIELD SUPPLIE	Floor Jacks for Sheriff Units	0.00	115.59	
			SUPPLIES - FIELD SUPPLIE	Floor Jacks for Sheriff Units		115.59	
5450 Payable #	AMAZON BUSINESS Payable Type Account Number	02/02/2026	Regular		0.00	1,863.35	135734
1JPK-410Q-JW4G	Invoice 410-050-2222 410-050-2222	01/20/2026	Floor Jacks for Sheriff Units SUPPLIES - FIELD SUPPLIE	Tiger Claw - Training Rubber Gu	0.00	1,863.35	
			SUPPLIES - FIELD SUPPLIE	Floor Jacks for Sheriff Units		129.50	
			SUPPLIES - FIELD SUPPLIE			1,733.85	

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3594	AUTOZONE INC.	02/02/2026	Regular	0.00	97.22	135735
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
02248025066	Invoice	01/21/2026	TCFR Autozone Open PO 07/2025-09/202	0.00	97.22	
	405-091-2201		MAINTENANCE & REPAIR STP Multi-P		55.42	
	405-091-2201		MAINTENANCE & REPAIR Xtra Tall Fast TR		6.85	
	405-091-2201		MAINTENANCE & REPAIR Oil Absorbent 448 D		34.95	
5410	BERNALILLO COUNTY	02/02/2026	Regular	0.00	4,346.54	135736
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
278	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/21/2026	Inmate Housing	0.00	4,346.54	
	420-070-2172		CARE OF INMATES		4,346.54	
VEN01273	Consultant Pharmacists of New Mexico Inc	02/02/2026	Regular	0.00	1,614.38	135737
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
92068/PO26-004	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/28/2026	FIRST CHECK AMOUNT DUPLICATED	0.00	1,614.38	
	416-083-2272		CONTRACT - PROFESSION		1,614.38	
			SITE VISIT REVIEW			
5416	CRYSTAL SPRINGS BOTTLED WATER	02/02/2026	Regular	0.00	5.86	135738
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9351318	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/20/2026	Crystal Springs Bottled Water	0.00	5.86	
	401-010-2219		SUPPLIES - GENERAL OFFI		5.86	
			July Crystal Springs Bottled Wat			
5416	CRYSTAL SPRINGS BOTTLED WATER	02/02/2026	Regular	0.00	5.86	135739
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9355640	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/20/2026	Crystal Springs Bottled Water	0.00	5.86	
	401-010-2219		SUPPLIES - GENERAL OFFI		5.86	
			August Crystal Springs Bottled			
5561	CULLIGAN ABQ, LLC	02/02/2026	Regular	0.00	13.25	135740
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
319361	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/20/2026	Q2 Water Delivery Service	0.00	13.25	
	401-030-2271		CONTRACT - OTHER SERV		13.25	
			Q2 DECEMBER Water Delivery S			
4705	DOUBLE H AUTO	02/02/2026	Regular	0.00	103.99	135741
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
093016	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/21/2026	Supplies and parts for road fleet	0.00	103.99	
	402-060-2201		MAINTENANCE & REPAIR		103.99	
			Supplies and parts for road fleet			
VEN01504	GEOTAB USA, INC.	02/02/2026	Regular	0.00	96.00	135742
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
IN468823	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/21/2026	Monthly Billing for Geotab	0.00	96.00	
	401-010-2284		EQUIPMENT LEASES		96.00	
			Monthly Billing for December FY			
5019	GLOBE LIFE & ACCIDENT INSURANCE	02/02/2026	Regular	0.00	196.80	135743
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0005825	Account Number		Account Name Item Description		Distribution Amount	
	Invoice	01/29/2026	Globe Life Insurance	0.00	196.80	
	401-000-9001		Payroll Liabilities		196.80	
			Globe Life Insurance			
4846	HORIZONS OF NEW MEXICO	02/02/2026	Regular	0.00	29.24	135744

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description	Item Description	Discount Amount	Payable Amount	Distribution Amount
			Account Name	Item Description	0.00	29.24	29.24
SINVO49321	Invoice 401-040-2271	01/20/2026	Shredding Services CONTRACT - OTHER SERV	Shredding for FY26			
VEN01477	JARAMILLO ACCOUNTING GROUP LLC Payable Type Account Number	02/02/2026	Regular		0.00	19,975.20	135745
2711	Invoice 620-094-2272	01/20/2026	INTERNAL AUDIT AND CONSULTING CONTRACTS- PROFESSIONAL SERVICES	PROGRESS BILLING ON CONSULTATION	0.00	15,067.50	15,067.50
2719	Invoice 620-094-2272	01/20/2026	INTERNAL AUDIT AND CONSULTING CONTRACTS- PROFESSIONAL SERVICES	PROGRESS BILLING ON CONSULTATION	0.00	4,907.70	4,907.70
2855	NEW MEXICO FLOODPLAIN MANAGER'S ASSOC Payable Type Account Number	02/02/2026	Regular		0.00	75.00	135746
8918 (A)	Invoice 401-008-2269	01/20/2026	Cavaness 2026 NMFMA membership SUBSCRIPTIONS & DUES	Cavaness 2026 NMFMA membership Cavaness 2026 NMFMA membership	0.00	75.00	75.00
25	NM COUNTY INSURANCE AUTHORITY Payable Type Account Number	02/02/2026	Regular		0.00	533.00	135747
ML-00860	Invoice 401-005-2212	01/20/2026	Multi-Line Insurance INSURANCE - GENERAL LIABILITY	Deductibles Multi-Line Insurance	0.00	533.00	533.00
4664	NM HUMAN SERVICES DEPARTMENT Payable Type Account Number	02/02/2026	Regular		0.00	154,511.49	135748
26-400000156-01	Invoice 414-019-2291	01/28/2026	Safety Care net payment SAFETY CARE NET POOL	Safety Care net payment	0.00	154,511.49	154,511.49
4664	NM HUMAN SERVICES DEPARTMENT Payable Type Account Number	02/02/2026	Regular		0.00	154,511.49	135749
26-400000156-02	Invoice 414-019-2291	01/28/2026	Safety care net quarterly payment SAFETY CARE NET POOL	Safety care net quarterly payment	0.00	154,511.49	154,511.49
1096	NM RETIREE HEALTH-CARE AUTHORITY Payable Type Account Number	02/02/2026	Regular		0.00	7,477.46	135750
INV0005828	Invoice 401-000-9001	01/29/2026	Retiree Health Care Payroll Liabilities	Retiree Health Care	0.00	7,463.04	7,463.04
INV0005837	Invoice 401-000-9001	01/29/2026	Retiree Health Care Payroll Liabilities	Retiree Health Care	0.00	14.42	14.42
360	NMAC RISK MANAGEMENT AFFILIATE Payable Type Account Number	02/02/2026	Regular		0.00	75.00	135751
01212026	Invoice 401-014-2269 401-014-2269	01/21/2026	NMAC Risk Management Affiliate Dues SUBSCRIPTIONS & DUES	NMAC Risk Management Affiliate Dues NMAC Risk Management Affiliate Dues	0.00	75.00	50.00 25.00
3859	PRUDENTIAL OVERALL SUPPLY Payable Type Account Number	02/02/2026	Regular		0.00	343.65	135752
450783609	Invoice 402-060-2236	01/21/2026	Uniform rental SUPPLIES - UNIFORMS	Uniform rental	0.00	343.65	343.65
5323	SOUTHWEST COPY SYSTEMS	02/02/2026	Regular		0.00	194.18	135753

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date	Payment Type	Discount Amount Payable Amount Distribution Amount	Payment Amount	Number
			Payable Description	Account Name			
584407	Invoice 401-030-2221	01/20/2026	Q2 Treasurer Printing overages	PRINTING/PUBLISHING/A	December Overages	0.00	194.18
5323	SOUTHWEST COPY SYSTEMS	02/02/2026	Regular		0.00	54.83	135754
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
585346	Invoice 401-030-2221	01/20/2026	Q2 Treasurer Printing overages	PRINTING/PUBLISHING/A	November Overages	0.00	54.83
VEN01463	STATE OF NEW MEXICO CHILD SUPPORT STATE	02/02/2026	Regular		0.00	193.85	135755
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
INV0005832	Invoice 401-000-9001	01/29/2026	Child Suppot	Payroll Liabilities	Child Support	0.00	193.85
VEN01463	STATE OF NEW MEXICO CHILD SUPPORT STATE	02/02/2026	Regular		0.00	218.77	135756
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
INV0005833	Invoice 401-000-9001	01/29/2026	Child Suppot	Payroll Liabilities	Child Support	0.00	218.77
4268	T-MOBILE USA, INC	02/02/2026	Regular		0.00	50.00	135757
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
L2512190389	Invoice 401-050-2271	12/29/2025	Investigation Work - Open PO	OTHER SERVICES	Investigation Work - Open PO	0.00	50.00
1335	TORRANCE COUNTY	02/02/2026	Regular		0.00	174.81	135758
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
INV0005830	Invoice 401-000-9001	01/29/2026	Torrance County Property Tax	Payroll Liabilities	Torrance County Property Tax	0.00	174.81
5605	TRANSWORLD NETWORK CORP.	02/02/2026	Regular		0.00	85.90	135759
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
16294319-0630	Invoice 418-091-2207	01/29/2026	INTERNET SERVICE FOR 702 DUNLAVY	TELECOMMUNICATIONS	JANUARY	0.00	85.90
5414	TX CHILD SUPPORT SDU	02/02/2026	Regular		0.00	249.69	135760
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
INV0005834	Invoice 401-000-9001	01/29/2026	TX SDU CHILD SUPPORT	Payroll Liabilities	TX SDU CHILD SUPPORT	0.00	249.69
1641	ZIA GRAPHICS INC.	02/02/2026	Regular		0.00	177.75	135761
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
70388-R	Invoice 604-083-2236 604-083-2236	01/14/2026	EM Uniform	SUPPLIES - UNIFORMS	Jacket	0.00	177.75
				SUPPLIES - UNIFORMS	Polo - L-2, XL-2	65.95	
						111.80	
5450	AMAZON BUSINESS	02/02/2026	Regular		0.00	41.28	135762
Payable #	Payable Type Account Number	Post Date	Payable Description	Account Name	Item Description	Discount Amount Payable Amount Distribution Amount	
1KY3-K9L1-VPD7	Invoice 401-056-2219 401-056-2219	01/22/2026	OFFICE SUPPLIES LEGAL	SUPPLIES - GENERAL OFFI	TOPCOLOR INK REFILL BOTTLES	0.00	41.28
				SUPPLIES - GENERAL OFFI	SHIPPING	39.79	
						1.49	

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5450	AMAZON BUSINESS	02/02/2026	Regular	0.00	25.88	135763
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
1P1-X-VMWQ-DV	Invoice	01/22/2026	OFFICE SUPPLIES LEGAL SUPPLIES - GENERAL OFFI KLEENEX SUPPLIES - GENERAL OFFI SHIPPING	0.00	25.88	
					20.38	
					5.50	
3594	AUTOZONE INC.	02/02/2026	Regular	0.00	15.36	135764
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
02248091422	Invoice	01/21/2026	TCFR Autozone Open PO 07/2025-09/202 MAINTENANCE & REPAIR Autozone Open PO 07/2025-09/ MAINTENANCE & REPAIR Duralast Belt	0.00	15.36	
					8.62	
					6.74	
3594	AUTOZONE INC.	02/02/2026	Regular	0.00	117.72	135765
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
02248011806	Invoice	01/20/2026	TCFR Autozone Open PO 07/2025-09/202 MAINTENANCE & REPAIR Gumout Jet Spray Carb+Choke C MAINTENANCE & REPAIR Rain-X Quantum 22" Blade	0.00	117.72	
					5.56	
					112.16	
3594	AUTOZONE INC.	02/02/2026	Regular	0.00	484.46	135766
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
02248997937	Invoice	01/22/2026	TCFR Autozone Open PO 07/2025-09/202 MAINTENANCE & REPAIR PB Penetrating B'laster MAINTENANCE & REPAIR Autozone Open PO 07/2025-09/ MAINTENANCE & REPAIR Diesel Exhaust FL BlueDef MAINTENANCE & REPAIR Core Charge MAINTENANCE & REPAIR Duralast Gold BA MAINTENANCE & REPAIR PB Blaster Silicon MAINTENANCE & REPAIR Valv GM MP Grease MAINTENANCE & REPAIR WD40 Low Voc	0.00	484.46	
					7.67	
					12.06	
					49.44	
					44.00	
					327.98	
					9.59	
					17.80	
					15.92	
3594	AUTOZONE INC.	02/02/2026	Regular	0.00	437.98	135767
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
02248969561	Invoice	01/22/2026	TCFR Autozone Open PO 07/2025-09/202 MAINTENANCE & REPAIR Autozone Open PO 07/2025-09/ MAINTENANCE & REPAIR Core Charge	0.00	437.98	
					393.98	
					44.00	
5408	BANK OF AMERICA	02/02/2026	Regular	0.00	350.00	135768
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
2026.LEGISLATIV	Invoice	01/21/2026	2026 Legislative Conference EMPLOYEE TRAINING 2026 Legislative Conference	0.00	350.00	
					350.00	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	195.69	135769
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
2.2025 17505	Invoice	01/22/2026	Q2 Emergency Mgr Electric UTILITIES - ELECTRICITY December 7505	0.00	195.69	
					195.69	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	491.01	135770
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name Item Description		Distribution Amount	
12.2025 103300	Invoice	01/22/2026	Q2 Dist 5 Fire Electric UTILITIES - ELECTRICITY December 03200 UTILITIES - ELECTRICITY December 11701 UTILITIES - ELECTRICITY December 03300	0.00	491.01	
					148.13	
					314.53	
					28.35	

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	419.57	135771
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 33806	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Road Electric	0.00	419.57	
			UTILITIES - ELECTRICITY		419.57	
			December			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	324.07	135772
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 109702	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Estancia Sr Center Electric	0.00	324.07	
			UTILITIES - ELECTRICITY		324.07	
			December			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	48.72	135773
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 29300	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Clerk/Elections Electric	0.00	48.72	
			UTILITIES - ELECTRICITY		48.72	
			December			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	353.92	135774
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 84401	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Animal Services Electric	0.00	353.92	
			UTILITIES - ELECTRICITY		353.92	
			December			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	225.55	135775
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 54000	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Dist 4 Fire Electric	0.00	225.55	
			UTILITIES - ELECTRICITY		172.63	
			December 2700		52.92	
			UTILITIES - ELECTRICITY			
			December 4000			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	63.53	135776
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 79301	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Dist 6 Fire Electric	0.00	63.53	
			UTILITIES - ELECTRICITY		63.53	
			December			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	1,300.86	135777
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 281300	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Dispatch Electric	0.00	1,300.86	
			UTILITIES - ELECTRICITY		346.10	
			Fire December		59.37	
			UTILITIES - ELECTRICITY		203.20	
			December 5500		692.19	
			UTILITIES - ELECTRICITY			
			December 1300			
			UTILITIES - ELECTRICITY			
			December 1500			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	373.00	135778
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
12.2025 536900	Account Number		Account Name	Distribution Amount		
	Invoice	01/22/2026	Q2 Fairgrounds Electric	0.00	373.00	
			UTILITIES - ELECTRICITY		23.48	
			December 4700		23.48	
			UTILITIES - ELECTRICITY		266.60	
			December 2300		23.48	
			UTILITIES - ELECTRICITY		35.96	
			December 6900			
			UTILITIES - ELECTRICITY			
			December 1500			
			UTILITIES - ELECTRICITY			
			December 2200			
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	272.64	135779

Check Report

Date Range: 01/22/2026 - 02/04/2026

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	
12.2025 92801	Invoice	01/22/2026	Q2 Health Dept Electric	0.00	272.64	
	401-024-2208		UTILITIES - ELECTRICITY	December	272.64	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	300.80	135780
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 70701	Invoice	01/22/2026	Q2 Sheriff Electric	0.00	300.80	
	401-050-2208		UTILITIES - ELECTRICITY	December	300.80	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	56.18	135781
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 104503	Invoice	01/22/2026	Q2 Emergency Mgr Electric	0.00	56.18	
	604-083-2208		UTILITIES - ELECTRICITY	December 4503	56.18	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	319.05	135782
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 99100	Invoice	01/22/2026	Q2 Dist 2 Fire Electric	0.00	319.05	
	406-091-2208		UTILITIES - ELECTRICITY	December 99100	104.40	
	406-091-2208		UTILITIES - ELECTRICITY	December 70500	214.65	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	266.51	135783
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 21201	Invoice	01/22/2026	Q2 Moriarty Sr Center Electric	0.00	266.51	
	401-037-2208		UTILITIES - ELECTRICITY	December	266.51	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	89.99	135784
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 36000	Invoice	01/22/2026	Q2 Dist 1 Fire Electric	0.00	89.99	
	407-091-2208		UTILITIES - ELECTRICITY	December 25100	21.75	
	407-091-2208		UTILITIES - ELECTRICITY	December 6000	41.59	
	407-091-2208		UTILITIES - ELECTRICITY	December 5100	26.65	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	385.42	135785
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 707901	Invoice	01/22/2026	Q2 Mountainair Sr Center Electric	0.00	385.42	
	401-027-2208		UTILITIES - ELECTRICITY	December	385.42	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	54.11	135786
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 58001	Invoice	01/22/2026	Q2 McIntosh Sr Center Electric	0.00	54.11	
	401-089-2208		UTILITIES - ELECTRICITY	December	54.11	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	2,402.54	135787
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12.2025 273000	Invoice	01/22/2026	Q2 Admin Electric	0.00	2,402.54	
	401-015-2208		UTILITIES - ELECTRICITY	December 3700	6.37	
	401-015-2208		UTILITIES - ELECTRICITY	December 3000	2,396.17	
106	CENTRAL NM ELECTRIC COOP.	02/02/2026	Regular	0.00	2,030.75	135788

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number 12.2025 79001 401-016-2208	Post Date 01/22/2026	Payment Date 02/02/2026	Payment Type Regular	Discount Amount 0.00	Payment Amount 2,030.75	Number 135789
			Payable Description Q2 Judicial Electric UTILITIES - ELECTRICITY	Item Description December	Discount Amount 0.00	Payable Amount 2,030.75	Distribution Amount
			Account Name	Item Description	Discount Amount	Payable Amount	Distribution Amount
4705 Payable #	DOUBLE H AUTO Payable Type Account Number 093069 402-060-2201	Post Date 01/21/2026	02/02/2026	Regular	0.00	1,409.00	135789
			Payable Description Supplies and parts for road fleet MAINTENANCE & REPAIR	Item Description Supplies and parts for road fleet	0.00	194.74	Distribution Amount
			01/21/2026	Supplies and parts for road fleet MAINTENANCE & REPAIR	0.00	178.92	Supplies and parts for road fleet
5139 Payable #	FIREPENNY Payable Type Account Number 95985 408-091-2248	Post Date 01/20/2026	02/02/2026	Regular	0.00	469.95	135790
			Payable Description District 3 Conversion Kit SUPPLIES - SAFETY	Item Description Conversion Kit 16" Bar for Husq	0.00	469.95	Distribution Amount
			01/20/2026	SUPPLIES - SAFETY	0.00	469.95	Conversion Kit 16" Bar for Husq
2203 Payable #	HOLLYFRONTIER REFINING & Payable Type Account Number 206770545 402-060-2253	Post Date 01/21/2026	02/02/2026	Regular	0.00	6,877.50	135791
			Payable Description Demo Oil Thompson Road MAINTENANCE & REPAIR	Item Description Demo Oil - FREIGHT	0.00	1,657.40	Distribution Amount
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	1,651.97	Demo Oil - FREIGHT
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	1,605.88	Demo Oil - FREIGHT
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	1,487.25	Demo Oil - FREIGHT
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	175.00	Demo Oil - FREIGHT
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	100.00	Demo Oil - FREIGHT
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	200.00	Demo Oil - FREIGHT
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	200.00	Demo Oil - FREIGHT
			01/21/2026	Demo Oil Thompson Road MAINTENANCE & REPAIR	0.00	200.00	Demo Oil - FREIGHT
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number SINV049330 401-050-2271	Post Date 01/21/2026	02/02/2026	Regular	0.00	58.46	135792
			Payable Description Shredding Services OTHER SERVICES	Item Description Shredding FY2026	0.00	58.46	Distribution Amount
			01/21/2026	OTHER SERVICES	0.00	58.46	Shredding FY2026
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number SINV049339 401-010-2271	Post Date 01/21/2026	02/02/2026	Regular	0.00	29.24	135793
			Payable Description SHREDDING SERVICES CONTRACT-OTHER SERV	Item Description Shredding FY 2026	0.00	29.24	Distribution Amount
			01/21/2026	SHREDDING SERVICES CONTRACT-OTHER SERV	0.00	29.24	Shredding FY 2026
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number SINV049316 401-030-2271	Post Date 01/21/2026	02/02/2026	Regular	0.00	29.24	135794
			Payable Description Shredding Services CONTRACT - OTHER SERV	Item Description Shredding FY2026	0.00	29.24	Distribution Amount
			01/21/2026	Shredding Services CONTRACT - OTHER SERV	0.00	29.24	Shredding FY2026
4846	HORIZONS OF NEW MEXICO		02/02/2026	Regular	0.00	29.24	135795

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number SINV049338	Post Date 01/21/2026 911-080-2271	Payment Date 02/02/2026	Payment Type Regular	Discount Amount 0.00	Payment Amount 29.24	Number 135796
			Payable Description Shredding Services	Item Description FY26	Discount Amount 0.00	Payable Amount 29.24	
			Account Name CONTRACTS OTHER SERVI		Distribution Amount 0.00		
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number SINV049287	01/21/2026 612-020-2271	02/02/2026	Regular	0.00	29.24	135796
			Payable Description Shredding Services	Item Description Shredding FY2026	Discount Amount 0.00	Payable Amount 29.24	
			Account Name CONTRACT - OTHER SERV		Distribution Amount 0.00		29.24
4846 Payable #	HORIZONS OF NEW MEXICO Payable Type Account Number SINV049322	01/21/2026 401-055-2271	02/02/2026	Regular	0.00	29.24	135797
			Payable Description Shredding Services	Item Description Shredding FY2026	Discount Amount 0.00	Payable Amount 29.24	
			Account Name OTHER SERVICES		Distribution Amount 0.00		29.24
877 Payable #	MOUNTAIN STATES CONSTRUCTORS INC Payable Type Account Number 15364	01/21/2026 402-062-2406 402-062-2406	02/02/2026	Regular	0.00	103,790.57	135798
			Payable Description Aggregate	Item Description Aggregate	Discount Amount 0.00	Payable Amount 103,790.57	
			CAP-5-18(542)		Distribution Amount 0.00		69,968.36
4464 Payable #	NM APPARATUS LLC Payable Type Account Number 2178	01/21/2026 416-083-2201 416-083-2201 416-083-2201	02/02/2026	Regular	0.00	1,316.18	135799
			Payable Description Rescue 16	Item Description TCLR- Remove Powerload from	Discount Amount 0.00	Payable Amount 1,316.18	
			MAINTENANCE & REPAIR	Shop Supplies- 7% of Labor	Distribution Amount 1,155.00		80.85
4464 Payable #	NM APPARATUS LLC Payable Type Account Number 2177	01/21/2026 406-091-2201 406-091-2201 406-091-2201 406-091-2201 406-091-2201 406-091-2201	02/02/2026	Regular	0.00	3,449.49	135800
			Payable Description Brush 21	Item Description TCLR- Replace A/C Compressor,	Discount Amount 0.00	Payable Amount 3,449.49	
			MAINTENANCE & REPAIR	Parts- Front and rear break pads	Distribution Amount 371.25		1,448.86
3884 Payable #	NM BOARD OF VETERINARY MEDICINE Payable Type Account Number C. Isom EUT0441	01/29/2026 401-082-2269	02/02/2026	Regular	0.00	50.00	135801
			Payable Description Euthanasia tech renewal fee	Item Description Euthanasia tech renewal fee	Discount Amount 0.00	Payable Amount 50.00	
			SUBSCRIPTIONS & DUES		Distribution Amount 50.00		
107 Payable #	QWEST CORPORATION Payable Type Account Number 12.2025 52762	01/22/2026 401-096-2207	02/02/2026	Regular	0.00	234.94	135802
			Payable Description Q2 Facilities Qwest	Item Description TELECOMMUNICATIONS	Discount Amount 0.00	Payable Amount 234.94	
			Account Name December 2762		Distribution Amount 234.94		
107	QWEST CORPORATION		02/02/2026	Regular	0.00	138.96	135803

Check Report

Date Range: 01/22/2026 - 02/04/2026

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		
12.2025 84146	Invoice	01/22/2026	Q2 Facilities Qwest TELECOMMUNICATIONS	0.00	138.96	
	401-096-2207		December 4146		138.96	
5426	SENERGY PETROLEUM, LLC	02/02/2026	Regular	0.00	5,016.55	135804
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
415378113	Invoice	01/21/2026	Bulk Fuel SUPPLIES - VEHICLE FUEL	0.00	5,016.55	
	402-060-2202		Bulk Fuel		5,016.55	
3978	STAPLES BUSINESS ADVANTAGE	02/02/2026	Regular	0.00	13.78	135805
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6047495293	Invoice	01/21/2026	Office Supplies SUPPLIES - GENERAL OFFI	0.00	13.78	
	401-030-2219		File Folders 100 pk Letter Size Te		13.78	
3978	STAPLES BUSINESS ADVANTAGE	02/02/2026	Regular	0.00	14.81	135806
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6047495295	Invoice	01/21/2026	Office Supplies SUPPLIES - GENERAL OFFI	0.00	14.81	
	401-030-2219		Avery inkjet shipping label whit		14.81	
3978	STAPLES BUSINESS ADVANTAGE	02/02/2026	Regular	0.00	574.35	135807
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6047495296	Invoice	01/21/2026	Office Supplies SUPPLIES - GENERAL OFFI	0.00	574.35	
	401-030-2219		Brother P-touch laminted label t		23.49	
	401-030-2219		Lysol Disinfecting Spray 12 pk		90.57	
	401-030-2219		Lysol Disinfecting wipe 6pk		36.55	
	401-030-2219		Steno Pads 12 pk		17.38	
	401-030-2219		Hammermill great white copy p		218.48	
	401-030-2219		Scotch Tape Refill 10 PK		17.67	
	401-030-2219		Post-It Notes 3"x3" 18/pack		12.94	
	401-030-2219		Astrobrights Color Paper 500/R		14.25	
	401-030-2219		Bonds paper rolls 100/carton		98.70	
	401-030-2219		Quick easy self seal catalog env		22.40	
	401-030-2219		File Folders 100 pk Letter Size Bl		21.92	
3978	STAPLES BUSINESS ADVANTAGE	02/02/2026	Regular	0.00	26.82	135808
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6047594145	Invoice	01/21/2026	Office Supplies SUPPLIES - GENERAL OFFI	0.00	26.82	
	401-030-2219		Artistic Krystal View Desk Pad 2		26.82	
5296	THE MASTER'S TOUCH, LLC.	02/02/2026	Regular	0.00	22.52	135809
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
P97905	Invoice	01/21/2026	MASTERS TOUCH FIRST CLASS POSTAGE. PRINTING/PUBLISHING/A	0.00	22.52	
	401-040-2221		MASTERS TOUCH FIRST CLASS P		22.52	
2010	TLC UNIFORMS	02/02/2026	Regular	0.00	125.99	135810
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
300790	Invoice	01/21/2026	Uniforms needed for Department Membe SUPPLIES - UNIFORMS	0.00	125.99	
	416-083-2236		TLC- Uniforms needed for Depar		125.99	
1	WAGNER EQUIPMENT CO.	02/02/2026	Regular	0.00	2,956.65	135811

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
AK61346	Invoice	01/22/2026	Service contracts for individual CAT machi MAINTENANCE & REPAIR	0.00	2,956.65 2,956.65	
3498	WESTERN TRAILS VETERINARY INC.	02/02/2026	Regular	0.00	6,503.80	135812
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	01/29/2026	Medical care for animals CONTRACT - PROFESSION	0.00	6,503.80 6,503.80	
				Total Regular:	0.00	1,310,088.79

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
448	NM TAXATION & REVENUE	01/22/2026	Bank Draft	0.00	66.01	DFT0001467
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005821	Invoice	01/22/2026	State Tax	0.00	66.01	
	401-000-9001		Payroll Liabilities		66.01	
			State Tax			
1656	INTERNAL REVENUE SERVICE	01/22/2026	Bank Draft	0.00	495.47	DFT0001468
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005822	Invoice	01/22/2026	Federal Tax	0.00	495.47	
	401-000-9001		Payroll Liabilities		59.42	
	401-000-9001		Payroll Liabilities		254.04	
	401-000-9001		Payroll Liabilities		182.01	
			Federal Tax			
233	PUBLIC EMPLOYEES RETIREMENT	01/29/2026	Bank Draft	0.00	11,138.63	DFT0001470
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005826	Invoice	01/29/2026	PERA Retirement	0.00	11,138.63	
	401-000-9001		Payroll Liabilities		11,138.63	
			PERA Retirement			
233	PUBLIC EMPLOYEES RETIREMENT	01/29/2026	Bank Draft	0.00	2,751.71	DFT0001471
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005827	Invoice	01/29/2026	PERA PICKUP FIRE	0.00	2,751.71	
	401-000-9001		Payroll Liabilities		2,751.71	
			PERA PICKUP FIRE			
233	PUBLIC EMPLOYEES RETIREMENT	01/29/2026	Bank Draft	0.00	59,845.40	DFT0001472
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005831	Invoice	01/29/2026	PERA Retirement	0.00	59,845.40	
	401-000-9001		Payroll Liabilities		13,772.63	
	401-000-9001		Payroll Liabilities		29,008.02	
	401-000-9001		Payroll Liabilities		11,917.91	
	401-000-9001		Payroll Liabilities		5,146.84	
			PERA PICKUP			
			PERA PICKUP LAW			
448	NM TAXATION & REVENUE	01/29/2026	Bank Draft	0.00	9,556.48	DFT0001473
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005835	Invoice	01/29/2026	State Tax	0.00	9,556.48	
	401-000-9001		Payroll Liabilities		9,556.48	
			State Tax			
1656	INTERNAL REVENUE SERVICE	01/29/2026	Bank Draft	0.00	64,380.69	DFT0001474
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005836	Invoice	01/29/2026	Federal Tax	0.00	64,380.69	
	401-000-9001		Payroll Liabilities		24,737.51	
	401-000-9001		Payroll Liabilities		30,443.06	
	401-000-9001		Payroll Liabilities		9,200.12	
			Federal Tax			
233	PUBLIC EMPLOYEES RETIREMENT	01/29/2026	Bank Draft	0.00	117.54	DFT0001475
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Distribution Amount		
INV0005838	Invoice	01/29/2026	PERA Retirement	0.00	117.54	
	401-000-9001		Payroll Liabilities		83.31	
	401-000-9001		Payroll Liabilities		34.23	
			PERA Retirement			
448	NM TAXATION & REVENUE	01/29/2026	Bank Draft	0.00	22.60	DFT0001476

Check Report

Date Range: 01/22/2026 - 02/04/2026

Vendor Number Payable #	Vendor Name Payable Type Account Number	Post Date	Payment Date Payable Description	Payment Type Item Description	Discount Amount	Payment Amount	Number
			Account Name		Discount Amount	Payable Amount	
					Distribution Amount		
INV0005839		01/29/2026	State Tax	State Tax	0.00	22.60	
			Payroll Liabilities			22.60	
1656	INTERNAL REVENUE SERVICE	01/29/2026	Bank Draft		0.00	179.33	DFT0001477
Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount		
INV0005840		01/29/2026	Federal Tax		0.00	179.33	
			Payroll Liabilities	FICA Tax		59.60	
			Payroll Liabilities	Medicare Taxes		13.96	
			Payroll Liabilities	Federal Tax		105.77	
448	NM TAXATION & REVENUE	01/29/2026	Bank Draft		0.00	0.61	DFT0001479
Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount		
INV0005841		01/29/2026	State Tax		0.00	0.61	
			Payroll Liabilities	State Tax			
1656	INTERNAL REVENUE SERVICE	01/29/2026	Bank Draft		0.00	642.64	DFT0001480
Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount		
INV0005842		01/29/2026	Federal Tax		0.00	642.64	
			Payroll Liabilities	FICA Tax		520.80	
			Payroll Liabilities	Medicare Taxes		121.84	
448	NM TAXATION & REVENUE	02/02/2026	Bank Draft		0.00	344.36	DFT0001482
Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount		
INV0005845		02/02/2026	State Tax		0.00	344.36	
			Payroll Liabilities	State Tax			
1656	INTERNAL REVENUE SERVICE	02/02/2026	Bank Draft		0.00	2,768.32	DFT0001483
Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount		
INV0005846		02/02/2026	Federal Tax		0.00	2,768.32	
			Payroll Liabilities	Federal Tax		1,500.92	
			Payroll Liabilities	Medicare Taxes		240.22	
			Payroll Liabilities	FICA Tax		1,027.18	
					Total Bank Draft:	0.00	152,309.79

Bank Code Main Checking Summary

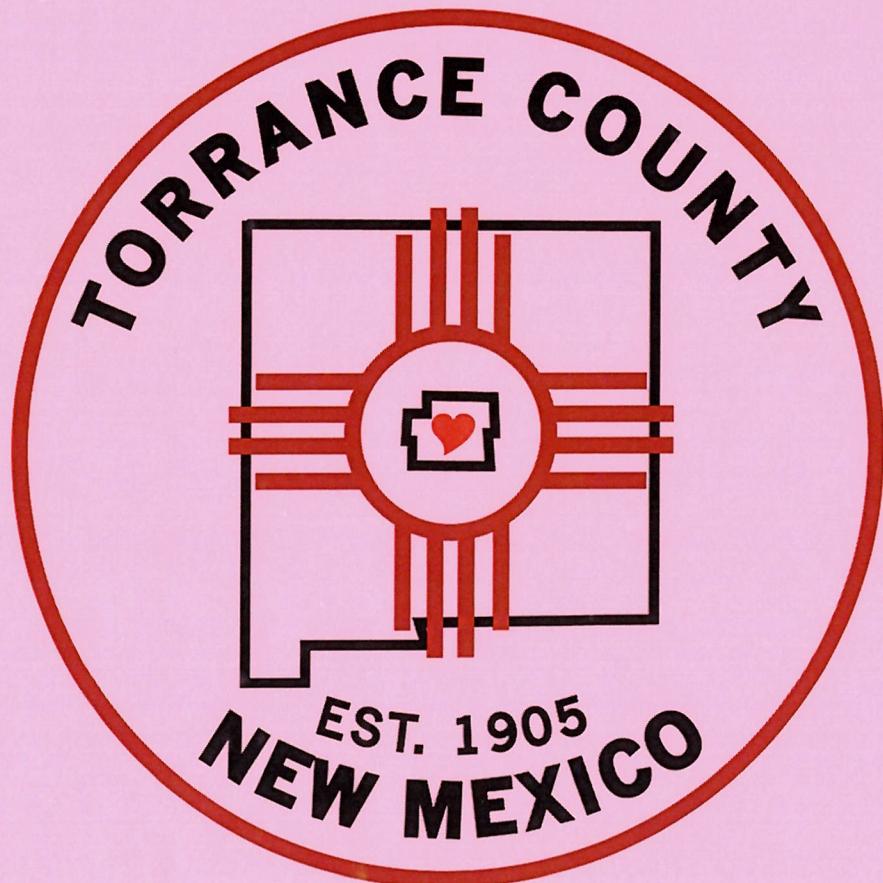
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	163	138	0.00	1,313,317.55
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-3,228.76
Bank Drafts	14	14	0.00	152,309.79
EFT's	4	4	0.00	8,875.92
	181	158	0.00	1,471,274.50

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	163	138	0.00	1,313,317.55
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-3,228.76
Bank Drafts	14	14	0.00	152,309.79
EFT's	4	4	0.00	8,875.92
	181	158	0.00	1,471,274.50

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	1/2026	964,517.53
999	Pooled Cash	2/2026	506,756.97
			1,471,274.50



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 11 A

TORRANCE COUNTY RESOLUTION NO. 2026 - _____

A RESOLUTION DELEGATING APPROVAL AUTHORITY TO THE COUNTY MANAGER TO SUBMIT GRANT APPLICATIONS FOR RECURRING GRANTS AND GRANTS WITHOUT MATCHING FUND REQUIREMENTS

WHEREAS, on April 19, 2019, the Board of County Commissioners of Torrance County (“BCC”) adopted Resolution No. 2019-47, the Torrance County Grant Program Management Policies and Procedures (“Grants Policy”); and

WHEREAS, the Grants Policy identifies County Policies and procedures through the grant cycle, from the time a funding need is identified, through the grant closeout process; and

WHEREAS, Section IV.1 of the Grants policy states, “... the County Manager may not approve any grant application until the Board authorizes the County Manager to proceed with the Grant application...”; and

WHEREAS, many grant applications which the County has pursued have had application windows of two weeks or less, which hinders County Staff’s ability to take an application request to the BCC for authorization prior to the application due date; and

WHEREAS, failing to meet timelines on short application windows puts the County in a position to miss out on critical funding opportunities; and

WHEREAS, not obtaining approval in a timely fashion limits Staff’s ability to put together a complete and competitive grant application for funding consideration; and

WHEREAS, several grant applications recur annually and support the operational costs of ongoing County programs; and

WHEREAS, many grant applications do not require a cash match that would result in a budgetary commitment by the BCC.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners, the governing body of the County of Torrance, New Mexico, that Torrance County hereby amends Section VI.1 of Resolution No. 2019-47 to add the following sentence:

“In situations where the grant application supports the ongoing operational or capital needs of recurring County programs, the grant does not require a cash match, and it is not deemed practical to present the request to the County Commission prior to the application deadline, the County Manager is delegated the authority to authorize the submission of the grant application.”

PASSED, APPROVED, AND ADOPTED THIS ____ DAY OF _____, 2026.

BOARD OF COUNTY COMMISSIONERS OF TORRANCE COUNTY:

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

Linda Jaramillo, Member, District 3

ATTEST:

Sylvia Chavez, Torrance County Clerk

Date

APPROVED AS TO FORM:

Michael Garcia, Torrance County Attorney

1 **TORRANCE COUNTY**
2 **BOARD OF COUNTY COMMISSIONERS**
3 **RESOLUTION NO. R 2019- 47**

5 **A RESOLUTION ESTABLISHING THE TORRANCE COUNTY GRANT PROGRAM**
6 **MANAGEMENT POLICIES AND PROCEDURES**

8 **WHEREAS**, grants are a useful and necessary part of providing services to the residents
9 of Torrance County; and

10 **WHEREAS**, each grant has its own set of requirements and qualifications; and

11 **WHEREAS**, Torrance County created a Grant Coordinator position for the purpose of
12 identifying potential grant funding; and

13 **WHEREAS**, the Grant Coordinator is charged with grant compliance; and

14 **WHEREAS**, it is necessary to have a clear and consistent policy to facilitate both the
15 timely completion of grant applications and reporting requirements.

16 **NOW, THEREFORE BE IT RESOLVED** the Torrance County Board of
17 Commissioners does hereby adopt the attached document entitled "Grant Program Management
18 Policies and Procedures"; and

19 **BE IT FURTHER RESOLVED** that the attached policy replaces any previous policies
20 or resolutions.

21 **DONE THIS 14th DAY OF AUGUST, 2019.**

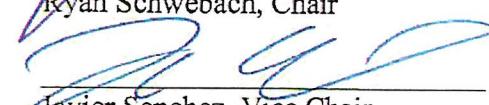
22

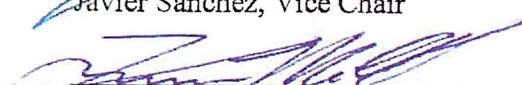
23 **APPROVED AS TO FORM:**

25 
26 John M. Butson Date

24 **BOARD OF COUNTY COMMISSIONERS**

25 
26 Ryan Schwebach, Chair

27 
28 Javier Sanchez, Vice Chair

29 
30 Kevin McCall, Member

33 **ATTEST:**

34 
35 Linda Jaramillo, County Clerk

36 Date: 8/14/19



1 **Grant Program Management Policies and Procedures**

2

3 **I. Purpose and Authority**

4 The Torrance County Grant Committee has developed these policies and procedures to insure that all
5 current and future grant-funded programs are in full compliance with the terms and conditions of the
6 contract between Torrance County and the Funding Agency. Furthermore, standardization of
7 administrative procedures will enable the Torrance County Grant Coordinator, and the Offices of the
8 County Manager, Treasurer, and Finance to provide oversight of the grant application process and routine
9 monitoring and full oversight of all grant-funded programs.

10

11 **II. Staff Positions, Departments, and Programs Affected**

12 These policies and procedures apply to all employees, Departments, Elected Officials, Department Heads,
13 and Grant Program Managers who are responsible for full implementation of policies and procedures as
14 they apply to prior, pending, current, and future grant-funded programs.

15

16 **III. Policy**

17 **1. Coordination of Grant Policy and Grant Operations**

18 In order to track and manage grants through all stages of pre-award and post-award activity, Torrance
19 County designates the Grant Coordinator within the County Manager's Office and the Grant Committee
20 as responsible for implementing this policy. The Grant Committee consists of the Grant Coordinator as
21 chair, County Manager or designee, Finance Director, County Treasurer, Deputy Treasurer, and
22 Purchasing Director. The Grant Coordinator is the organizational point-of-contact for all grant activity.

23 The Grant Coordinator shall:

- 24 • Recommend changes in grant policy and procedures as needed to the Grant Committee, County
25 Manager, and Board of County Commissioners, herein after referred to as "Board."
- 26 • Serve as the County-wide point-of-contact for funding research and writing grant proposals
27 including but not limited to:
 - 28 ○ Cooperating with Departments to identify issues and projects that require funding
29 assistance and maintain a grant funding plan.
 - 30 ○ Identifying and informing Departments about appropriate funding opportunities.
 - 31 ○ Assisting Departments with the writing and review of grant proposals.
 - 32 ○ Coordinating submission of Federal proposals by maintaining centralized access to
33 Grants.gov and eGrants to ensure the correct DUNS and SAMs registration is utilized
34 consistently between Departments and that appropriate workspace roles are established.

RESOLUTION NO. _____

Grant Program Management Policies and Procedures
Torrance County Grant Committee

3

- 1 ○ Providing training and technical assistance to County staff involved in any aspect of
2 proposal writing.
- 3 ● Assist Departments and Grant Program Managers designated by Department Heads to interpret
4 and apply policies and regulations of a grant and the Funding Agency.
- 5 ● Track grant applications, awards, and major project management decisions associated with
6 awarded grants including but not limited to:
 - 7 ○ Tracking revenues and expenditures associated with approved grants.
 - 8 ○ Documenting cash and in-kind match resources for each grant award and collaborating
9 with Departments to ensure that all match requirements are met.
 - 10 ○ Reviewing all drawdowns of grant funding to ensure they conform to funding source
11 requirements.
 - 12 ○ Maintaining a complete record of all grant documentation in electronic and paper formats
13 organized by year of award for minimum of seven (7) years.
- 14 ● Maintain a standardized set of forms used for grant management and make available to all
15 Departments and Grant Program Managers.
- 16 ● Maintain SAMs registration.
- 17 ● Provide information for and participate in Funding Agency site visits, monitoring, and audits.

2. Department Responsibility for Grants

Department personnel will work with the Grant Coordinator to identify issues and projects that need funding, identify funding sources, and write grant proposals with the Grant Coordinator. Department personnel will also manage the day-to-day operations of a grant-funded program and grant award.

Department Heads are accountable for the grants that are within their departmental jurisdiction. In cases where more than one department is responsible for a grant, a lead department shall be designated. In this instance, all Department Heads shall be accountable.

Each Department Head shall:

- 27 ● Designate a Grant Program Manager for every grant awarded to the Department.
- 28 ● Notify the Grant Coordinator of intentions to apply for a grant or receipt of a proposal or grant
29 approval/contract.
- 30 ● Implement/manage awarded grant projects according to the terms and conditions of each grant
31 proposal and grant award.
- 32 ● Work with the Grant Program Manager to ensure grant awards are accurately tracked.
- 33 ● Consult with the Grant Coordinator as needed to ensure compliance with County and Funding
34 Agency policies and procedures.

RESOLUTION NO. _____

Grant Program Management Policies and Procedures
Torrance County Grant Committee

4

- 1 • Ensure reimbursement requests are submitted on or prior to designated due dates to minimize the
2 advance use of County funds. All drawdowns of grant funding must conform to funding source
3 requirements and County policies pertaining to the receipt of grant funds.
- 4 • Ensure that the Department observes all project reporting requirements and timely submits all
5 financial and program reports as specified by each grant award to the Funding Agency and Grant
6 Coordinator.
- 7 • Provide information for and participate in Funding Agency site visits, monitoring, and audits.

8

9 **3. Finance Department Functions and Responsibilities**

10 The Finance Department shall:

- 11 • Review all drawdowns of grant funding to ensure they conform to internal Finance policies.
- 12 • Establish appropriate account code assignments for charging costs to grants.
- 13 • Record expenditures associated with approved grants.
- 14 • Ensure the accounting system of the County tracks revenue and expenditures associated with
15 every grant award.

16

17 **4. County Treasurer Functions and Responsibilities**

18 The County Treasurer shall:

- 19 • Have exclusive authority to deposit all grant funding received by the County into appropriate
20 accounts.
- 21 • Record revenues associated with approved grants.

22

23 **5. Internal Compliance Audit**

24 All grants awarded to the County are subject to compliance with the *Grant Program Management*
25 *Policies and Procedures*. The County Manager or Board may approve a compliance audit, at their
26 discretion, or at the request of the Grant Coordinator, of any grant awarded to the County at any time.

27 If a grant program should be determined to be non-compliant with the *Grant Management Policies and*
28 *Procedures* or the Funding Agency, the Grant Coordinator will notify the Department Head and Grant
29 Program Manager, in writing, of specific deficiencies and required corrective action steps.

30 The corrective action steps must be completed within thirty (30) days of notification by the Grant
31 Coordinator. If the corrective action steps cannot be completed within the thirty (30) day period, then the
32 Department Head and/or Grant Program Manager shall send a letter explaining the reason and requesting
33 a time extension to the Grant Coordinator. Additional time may be granted on a case-by-case basis, and
34 the Grant Coordinator and County Manager shall make that determination within ten (10) days of receipt
35 of a request for extension. Continued non-compliance of a grant program will result in suspension of all

RESOLUTION NO. _____

Grant Program Management Policies and Procedures
Torrance County Grant Committee

5

1 purchase orders and expenditure privileges, disciplinary action (reprimand, suspension, demotion, and/or
2 termination), and/or loss of grant administration rights/privileges.

3 The Department Head and/or Grant Program Manager may formally appeal non-compliant status to the
4 Board through the County Manager.

5

6 **IV. Procedures**

7 **1. Grant Application and/or Renewal Process**

8 The Grant Coordinator and County personnel will work together to identify issues and projects that need
9 funding, identify funding sources, and write grant proposals. When a problem or project requiring funding
10 is determined, the person identifying the issue/project and/or Grant Coordinator will complete a *Problem*
11 *Statement Form* to initiate a funding search. The Grant Coordinator will notify the applicable Department
12 Head and/or Grant Program Manager that a funding search has started. The Grant Coordinator shall
13 maintain a copy of the form and use it to guide a search for funding opportunities. Once a funding
14 opportunity is located, the Grant Coordinator will notify the Office of the County Manager and the
15 applicable Department immediately. Departments may continue their own search but shall notify the
16 Grant Coordinator immediately if a potential funding opportunity is discovered.

17 Once a grant opportunity is located, the Grant Coordinator will work with the Department Head or Grant
18 Program Manager or other designated point-of-contact to determine feasibility and eligibility, identify
19 contributors to the grant application, and define a plan of action to prepare and submit the application
20 timely.

21 The Department and/or Grant Coordinator shall present a grant synopsis to the Board using the *Grant*
22 *Application Review and Approval* form. Except as provided in this paragraph and Subsection 2
23 immediately below, the County Manager may not approve any grant application until the Board
24 authorizes the County Manager to proceed with the grant application and act with the authority of the
25 Board during the application process. Approval to proceed with the application shall be recorded on the
26 *Grant Application Review and Approval* form. The County Manager is authorized to approve grant
27 applications in cases where the associated County match is less than or equal to \$5,000 and the
28 application deadline is prior to the next regularly scheduled Board meeting. In such cases, the grant
29 application shall be presented to the Board for concurrence and County match funding approval at the
30 next regularly scheduled meeting.

31 The Grant Coordinator will maintain an electronic and hard copy of all documents associated with an
32 application including:

- 33 • Problem Statement Form
- 34 • Notice of Funding Opportunity (NOFO) or Request for Proposal (RFP)
- 35 • Notes and Information gathered to prepare the proposal
- 36 • Application Drafts and Approvals
- 37 • Correspondence
- 38 • Final Application

RESOLUTION NO. _____

Grant Program Management Policies and Procedures
Torrance County Grant Committee

6

1 • Miscellaneous documents including presentations to the Board.
2 • *Grant Application Review and Approval* form.

3

4 2. Grant Award Process

5 Departments receiving a grant award/contract/agreement, renewal, extension, or amendment; herein after
6 referred to as “agreement,” shall submit a full copy of the agreement to the Grant Coordinator for review
7 by the Grant Committee. The Department Head and/or Department Grant Program Manager shall attend
8 the Grant Committee meeting to present a summary of the agreement and answer questions regarding the
9 grant. Approval by the Grant Committee shall be recorded on the *Grant Review Summary* form.

10 Upon the Grant Committee’s review and approval of the agreement, the Department must file an agenda
11 request with the Torrance County Manager’s Office to be added to the next Board meeting. Three original
12 grant agreements and the required number of copies must be attached to the agenda request and submitted
13 according to required deadlines and rules set by the Manager’s Office. A copy of the agreement, along
14 with a request to approve as to form and sufficiency, must also be submitted to the County Attorney
15 immediately following approval by the Grant Committee. If the grant agreement does not have a specific
16 place for legal review, then the County Attorney shall provide any warranted approval using the *Form*
17 and *Sufficiency Approval* form.

18 Following approval of the agreement by the Grant Committee, then Departments and/or the Grant
19 Coordinator must appear at the Board meeting to present an oral summary of the grant agreement. The
20 Board will consider the agreement, *Grant Review Summary* form, and *Form and Sufficiency Approval*
21 form, if applicable, and any statements made by the Departments and/or Grant Coordinator as part of the
22 decision making process. The Board will make the final determination to accept or reject the grant award.
23 Acceptance of the agreement shall be formalized by Board member signatures on the agreement.

24 If the grant agreement deadline does not permit for Board review during a regularly scheduled Board
25 meeting, and if the agreement specifies a match from the County of \$5,000 or less of cash or in-kind, the
26 County Manager is authorized to approve and sign the grant agreement after individually notifying all
27 Board members and affording them the opportunity to request a special meeting for the purpose of grant
28 agreement approval. In such cases, the executed grant agreement shall be presented to the Board at the
29 next regularly scheduled meeting for concurrence and funding approval. At no time shall the County
30 Manager approve a grant agreement if it is possible for the Board to review the agreement at a regularly
31 scheduled meeting.

32

33 3. Grant Contract Management

34 Department employees, Elected Officials, Department Heads, and/or Grant Program Managers who are
35 responsible for grant-funded programs are required to attend a Training Workshop on Torrance County’s
36 Grant Management procedures. The Grant Coordinator will conduct trainings on an as-needed basis.

37 The grant contract file format will be standardized. This content will be provided and maintenance
38 procedures reviewed during the training workshop. Each grant file will fully document the grant and will
39 generally include:

RESOLUTION NO. _____

Grant Program Management Policies and Procedures
Torrance County Grant Committee

7

- 1 • Section 1: Pre-Award Documentation
 - 2 ○ Notice of Funding Opportunity (NOFO) or Request for Proposal (RFP)
 - 3 ○ Program Guidance
 - 4 ○ Application
- 5 • Section 2: Contractual Documents
 - 6 ○ Award Letter
 - 7 ○ Complete copy of the contract with scope of work and reporting requirements
 - 8 ○ Grant Committee, County Attorney, and Board approvals.
 - 9 ○ Budget
 - 10 ○ Amendments
- 11 • Section 3: Correspondence
 - 12 ○ Correspondence from Torrance County
 - 13 ○ Correspondence from Funding Agency
- 14 • Section 4: Financial Reports
 - 15 ○ Procurement Records
 - 16 ○ Invoices
 - 17 ○ Accounts Payable Forms
 - 18 ○ Reimbursement Requests
 - 19 ○ Receipts
 - 20 ○ Deposit Slips
 - 21 ○ Checks and/or Journal Entries reflecting ACH (automatic clearing house) payments
 - 22 ○ Liquidation Records
- 23 • Section 5: Program Reports
 - 24 ○ Program Reports specified in the grant agreement
- 25 • Section 6: Miscellaneous
 - 26 ○ All other documentation necessary to maintain complete record of the grant

27 Department employees, Elected Officials, Department Heads and/or Grant Program Managers who are
28 responsible for grant funded programs are required to maintain a grant file at their department site and
29 give all documents including correspondence to the Grant Coordinator on at least a monthly basis. The
30 Grant Coordinator will be responsible for the Official Grant File containing all original documents which
31 will be maintained in a centralized location for audit purposes.

32

33

RESOLUTION NO. _____

Grant Program Management Policies and Procedures
Torrance County Grant Committee

8

1 4. Budget Process

2 A budget request must be submitted to the Finance Department on the *Budget Request* Form before a
3 grant can be incorporated into the County's budget. Grant approval by the Board does not automatically
4 or necessarily constitute approval of the final budget.

5 All budget increases are subject to approval by the Department of Finance and Administration (DFA).
6 Grant funds may not be expended or encumbered prior to DFA approval without the approval of the
7 Finance Director.

8

9 5. Fiscal Management

10 Department employees, Elected Officials, Department Heads and/or Grant Program Managers who are
11 responsible for grant-funded programs are required to file reimbursement requests on a monthly basis,
12 unless otherwise specified by the Funding Agency in the grant agreement. The Department must keep an
13 up-to-date calendar of all report due dates to ensure all reports are submitted timely. A copy of this
14 calendar must be provided to the Grant Coordinator. All reimbursement requests must be reviewed by the
15 Grant Coordinator prior to submission to the Funding Agency to ensure accuracy and grant compliance.

16 When a request for reimbursement is submitted, a corresponding deposit slip, in the approved format,
17 must be filed with the Torrance County Treasurer and a copy sent to the Grant Coordinator. The deposit
18 slip must reflect the correct grant name, deposit line item, the time frame of the reimbursement, the
19 Department, and the name of the depositor. A deposit slip will be provided to each Department. The
20 deposit slip cannot be modified by the Department in any way.

21 Once reimbursement is received, a copy of the check and/or journal entry reflecting ACH (automatic
22 clearing house) payment must be sent to the Grant Coordinator to be placed in the grant folder.

23

24 6. Federal Grants

25 Drawdowns

- 26 A. Federal grant drawdowns must be based on actual expenditures incurred during the
27 reimbursement cycle being reported.
- 28 B. If a Department wants to drawdown funds that have not been expended, they must have written
29 permission from the County Manager and the Finance Department. **Drawdowns of Federal**
30 **grant funds should be the minimum amounts needed for disbursements to be made**
31 **immediately or within 10 days of the drawdown.**
- 32 C. All amounts for drawdowns requested must be supported by documentation (invoices, expense
33 reports, etc.).
- 34 D. A copy of all drawdowns with supporting documentation, and a deposit slip must be submitted to
35 the Grant Coordinator, Finance Department, and the County Treasurer's Office immediately after
36 submission to the Funding Agency.

37

38

RESOLUTION NO. _____

Grant Program Management Policies and Procedures
Torrance County Grant Committee

9

1 **Financial Reports**

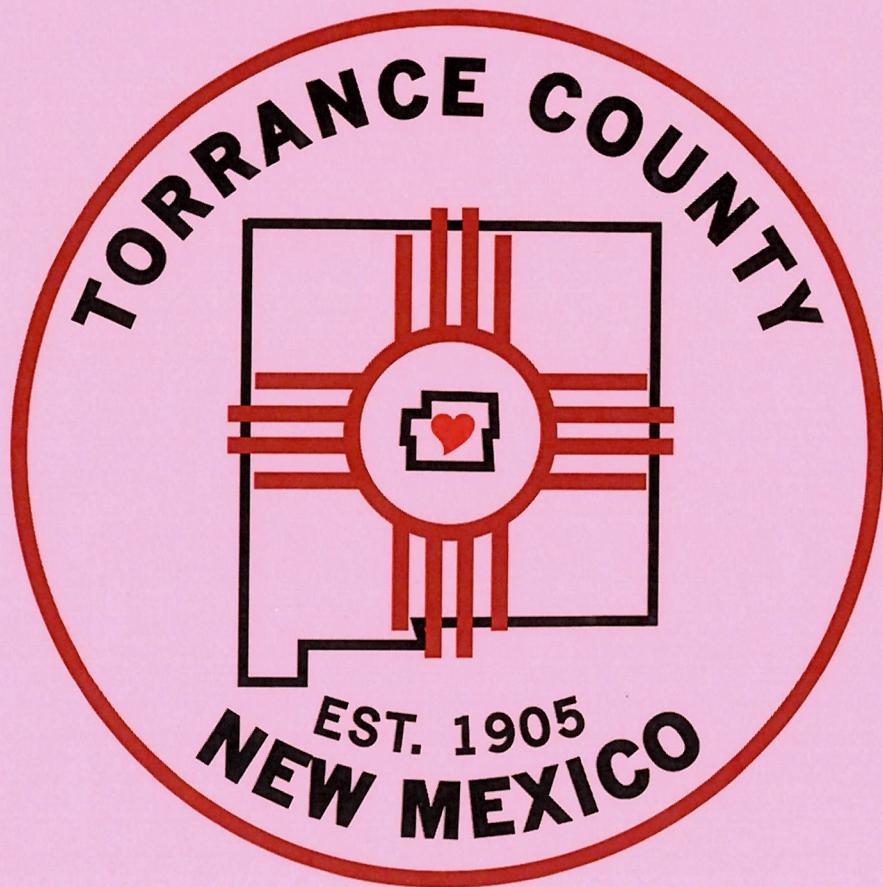
2 A. All Federal Financial Reports must be accurately prepared by the responsible Department and
3 submitted to the Grant Coordinator prior to submission to the Federal Funding Agency. The
4 Grant Coordinator will review the report for mathematical accuracy and compliance with Federal
5 grant procedures.

6 B. The Department must keep an up to date calendar of all report due dates to ensure all reports are
7 submitted timely. A copy of this calendar must be provided to the Grant Coordinator to ensure
8 deadlines established by Federal grant administration procedures are met.

9 **Other Reports and Requirements of Federal Grants:**

10 A. It is the responsibility of the Department to review the most current version of the Federal grant
11 administration procedures to ensure compliance. A copy must be provided to the Grant
12 Coordinator for additional monitoring and compliance.

13 B. Non-compliance with any Federal grant procedures and/or audit findings may result in future
14 grant application and administration restrictions by the Board.



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 11 B

Torrance _____ COUNTY RESOLUTION
Resolution No. _____

**A RESOLUTION AUTHORIZING THE COUNTY TO SUBMIT AN APPLICATION TO THE
DEPARTMENT OF FINANCE AND ADMINISTRATION, LOCAL GOVERNMENT DIVISION
TO PARTICIPATE IN THE LOCAL DWI GRANT AND DISTRIBUTION PROGRAM.**

WHEREAS, the Legislature enacted Section 11-6A-1 through 11-6A-6 NMSA 1978 as amended to address the serious problems of Driving While Intoxicated (DWI) in the State; and

WHEREAS, a program is established to make grant and distribution funding available to counties and municipalities for new, innovative or model programs, services or activities to prevent or reduce the incidence of DWI, alcoholism, alcohol abuse and alcohol related domestic abuse; and

WHEREAS, the County DWI planning council and other governmental entities approval must be received in order to apply for grant and distribution funding; and

WHEREAS, the County along with participating agencies is making an application to the Department of Finance and Administration, Local Government Division for program funding.

NOW THEREFORE, BE IT RESOLVED by the governing body of the
Torrance _____, that the County Chairperson, on behalf of the County and all
participating entities is authorized to submit an application for Distribution and/or Grant Fiscal
Year 2027 program funding under the regulations established by the Local Government
Division.

APPROVED AND ADOPTED by the governing body at its meeting of Feb. 11, 2026.

County Commission Chairperson

Attest:

DWI Planning Council Representative

County Clerk (SEAL)

STATEMENT OF ASSURANCES

Local DWI Grant and Distribution Program

Fiscal Year 2027: July 1, 2026 – June 30, 2027

The applicant hereby assures and certifies compliance with the following statutes, rules, regulations, and guidelines associated with the acceptance and use of funds under the New Mexico Local DWI Grant and Distribution Program:

1. Compliance with the provisions of the New Mexico Local DWI Grant Program Act, Sections 11-6A-1 through 11-6A-6 NMSA 1978 as amended, the NMAC Title 2, Chapter 110 Part 4 Regulations, and the approved LDWI Guidelines.
2. The applicant has the responsibility and legal authority to receive and expend funds as described in the grant and distribution project description, as well as to finance the grantee share (minimum 10%) of costs of the project, including all project overruns.
3. Compliance with the State Procurement Code, Sections 13-1-21 through 13-1-199, NMSA 1978 as amended, with the exception of Home Ruled Governments. All project-related services, activities or programs done through a service provider must be implemented through a professional services contract. Any project-related contract, subcontract, or agreement and related amendments, providing services to the grant or distribution program, must be submitted for administrative review by the Local Government Division prior to execution.
4. Adherence to all financial, accounting, and reporting requirements of the Department of Finance and Administration. Distribution programs will include the Exhibit F, the Local DWI Distribution Fund Financial Status Report. Grant programs will include the Local DWI Program Request for Payment/Financial Status Report, Exhibit D. The said reports shall include a narrative of successes and challenges, a detailed budget breakdown of expenditures to date, a summary of any screening fees collected and/or expended, the Database Quarterly Report, the Managerial Data Set (MDS) Report, Planning Council meeting agendas, sign in sheets, and minutes, the Quarterly Evaluation update and such other information following the objectives of the county's evaluation as may be of assistance to the Division in its evaluation.
5. Compliance with the requirement to not budget, nor expend, any of the grant amount awarded or the amount distributed for indirect administrative costs incurred during the grant or distribution fiscal period. Requests for payment or financial status reports shall document all direct program administrative expenditures and in-kind/match administrative expenditures.
6. Compliance with the requirement to not budget, nor expend, greater than ten percent of the grant amount awarded or the amount distributed for capital purchases incurred during the grant or distribution fiscal period. Requests for payment or financial status reports shall

specify all capital purchases. The ten percent cap for capital purchases does not apply to the Detoxification Grants.

7. Compliance with all required reports, including but not limited to: the first quarter narrative and fiscal reports due on the last working day of October; the second quarter narrative and fiscal reports due on the last working day of January; the third quarter narrative and fiscal reports due on the last working day of April; and the fourth and the final quarter Grant Fiscal report due by the 10th of July and the fourth and final narrative and distribution fiscal reports for the fiscal year due the last working day of July. Annual protocols for the screening, treatment, and compliance monitoring components are due the last working day of July for the current fiscal year. The annual reports which include program evaluation are due the last working day of August for the prior fiscal year.
8. Compliance with the current Local DWI Grant Program Screening Guidelines. To avoid any conflict of interest, or appearance of conflict of interest, screeners should not be affiliated with any contracted treatment agency.
9. If applicable to the applicant, compliance with the requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Department of Health and Human Services regulation entitled "Standards for Privacy of Individually Identifiable Health Information", 45 CFR Parts 160 and 164, applicable to entities covered by HIPAA; (the HIPAA Regulations).
10. Any distribution program under run amount for the fiscal year must be returned to the Local DWI Grant Fund by September 30 of the following fiscal year. Failure to remit an under run to the Local DWI Grant Fund will cause suspension of grant reimbursements and/or future distributions until the remittance is made.
11. Grant program under runs revert to the Local DWI Grant Fund.
12. Compliance with all applicable conditions and requirements prescribed by the Division in relation to receipt/accountability of State Funds.
13. The grant applicant will follow the scope of work for the grant program, as negotiated with the Local Government Division, and in accordance with the local planning council's approved plan. The applicant will submit any proposed modifications/amendments to the scope of work to the Division for its approval, prior to execution.
14. The distribution program applicant will follow the application as approved by DWI Grant Council in the application review process. The applicant will submit any proposed modifications/amendments to this proposal to the Division for its written approval, prior to execution of changes to programs.
15. Compliance with conflict of interest prohibitions whereby no member, officer, or employee of the grant or the distribution program, or its designee or agents, no voting member of the local

planning council or of the governing body of the locality in which the program is situated, and no other public official of such locality who exercises any functions or responsibilities with respect to the program during his/her tenure (or for one year thereafter) shall have any interest, direct or indirect, in any contract or subcontract for work to be performed in the program. The grant and/or the distribution program shall incorporate, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purposes of these stated provisions.

16. Compliance with the maintenance of records as will fully disclose the amount and disposition of the total funds from all sources budgeted for the grant or distribution agreement period, the purpose of undertaking for which such funds were used and the amount and nature of all contributions from other sources, and such other records as the Division shall prescribe. All Program records must adhere to the New Mexico State Records Center and Archives Rule for Functional Retention and Disposition Schedule, 1.21.2 NMAC.
17. The applicant will provide access to authorized State officials and representatives of all books, accounts, records, reports, files, and other papers, things, or property pertaining to the project in order to make audits, examinations, excerpts and transcripts.
18. The applicant will provide DFA's auditor and evaluator timely access to all program records and information. Additionally, the applicant will assure that records of subcontractors working for the applicant are retained and made available to DFA's auditor and evaluator.

Ryan Schwebach

County Commission Chairperson (or Designee) (Please Print)

Signature

2/11/2026

Date

MEMORANDUM OF UNDERSTANDING

The Torrance County DWI Program (hereinafter referred to as the "Program") and the New Mexico Department of Finance and Administration/Local Government Division/Driving While Intoxicated Program (hereinafter referred to as "Division") hereby exchange the following assurances and enter the following Memorandum of Understanding (MOU):

The Division assures:

1. That Division is in full compliance with the provisions concerning security for records and research activities in accordance with Federal Confidentiality regulations, 42 CFR Part 2.16 and 2.52.
2. That client identifying information will not be re-disclosed except back to the Program from which the information was obtained, or according to the terms of this MOU.
3. That in receiving, storing, processing, or otherwise dealing with any information from the Program about the clients in the Program, the Division acknowledges it is bound by the provisions of the Federal confidentiality regulations, 42 CFR Part 2.
4. That the Division shall undertake to resist any effort to obtain access to information pertaining to patients otherwise than as expressly provided for in the Federal confidentiality regulations, 42 CFR Part 2.
5. That the Division is not a "covered entity" as defined by the Department of Health and Human Services Regulations entitled "Standards for Privacy of Individually Identifiable Health Information", 45 CFR Parts 160 and 164, implementing the Health Insurance Portability and Accountability Act of 1996 (HIPAA); (the HIPAA Regulations).
6. That the Division shall never possess treatment or maintain any "individually identifiable health information" or transmit "protected health information" as defined by the HIPAA Regulations and in the Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH Act).

The Program agrees to:

1. Upon request, provide the Division or other parties authorized with client records for those clients provided services through the Local Government Division DWI Grant Program, for the purpose of conducting outcome

monitoring research activities, and evaluation of LDWI Program interventions.

2. If applicable, comply with the requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH Act) and the Department of Health and Human Services Regulation entitled "Standards for Privacy of Individually Identifiable Health Information", 45 CFR Parts 160 and 164, applicable to entities covered by HIPAA; (the HIPAA Regulations).
3. Report or transmit data to the Division that deletes and contains no "individually identifiable health information" or "protected health information" as defined by the HIPAA Regulations and the Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH Act).

Ryan Schwebach

County Commission Chairperson (or Designee)
(Please Print)

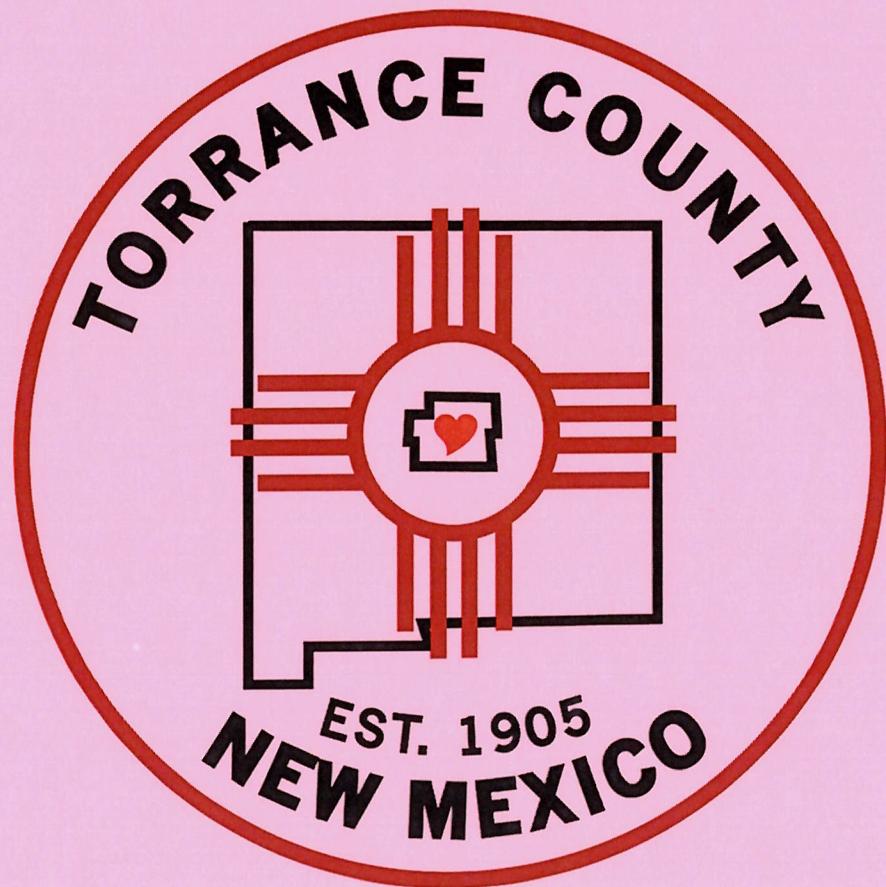
Signature

02/11/2026

Date

Cecilia Mavrommatis, Director
Local Government Division

Date



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 12 A

**CHILDREN, YOUTH and FAMILIES DEPARTMENT
BUDGET, PROGRAM and UNIT ADJUSTMENT FORM**

Adjustment No.: #1 Budget Revision Program Funds Match Funds
 Date: 1/13/2026
 Grantee Name: _____ Component Adjustment
 Contract No.: 25-690-3000-79641 Project Description Revision
 Program Name: Torrance County Project Schedule Revision

* Use only whole numbers

Line Item Appropriation		Existing Budget	Increase	Decrease	Amended Budget
Continuum/Board Activities:					
Continuum Coordinator		\$46,500.00			\$46,500.00
Travel		\$500.00			\$500.00
Youth Committee Members		\$480.00			\$480.00
15% Program Fee		\$34,122.00			\$34,122.00
Boys Council Program					
Boys Council	Sessions	\$79,600.00			\$79,600.00
Girls Circle Program					
Girls Circle Program	Circles	\$94,200.00	\$6,200.00		\$100,400.00
Restorative Justice					
Pre/Post	Hours	\$4,200.00		\$4,200.00	\$0.00
Circles	Circles	\$2,000.00		\$2,000.00	\$0.00
Totals:		\$261,602.00	\$6,200.00	\$6,200.00	\$261,602.00

*Cannot Decrease under \$480.00

Justification: Torrance County does not have a active Restorative Justice program during FY26. There is no current contractor to provide services for this program. Torrance County will not be issuing an RFP to fill this position this year.

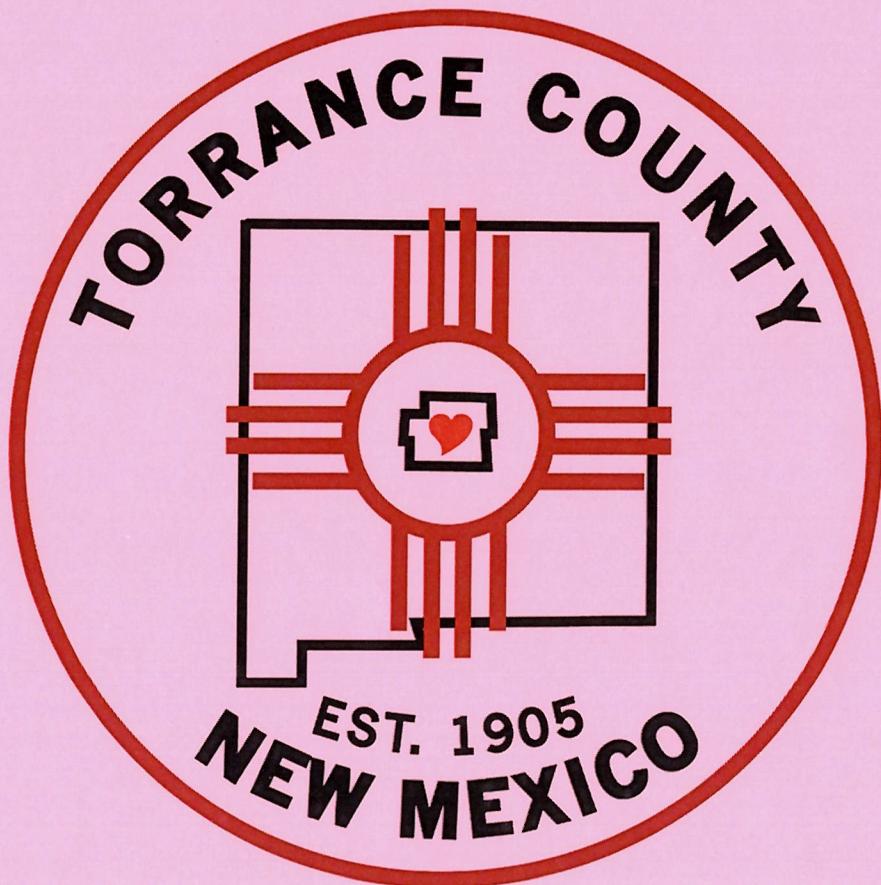
Continue on a separate page...

I certify the above is required for efficient program operation  Authorized Signature: _____ Title: _____ Date: _____
 Deputy County Manager 1/13/2026

CHILDREN, YOUTH and FAMILIES DEPARTMENT

Authorized Signature:	Title: _____	Approved: _____
		Disapproved: _____

Revised 1/2023



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item

No. 12 B

DoIT – Torrance County, NM STATEWIDE DIGITAL TRUNKED RADIO SYSTEM (DTRS) PARTICIPANT(S) AGREEMENT

This Statewide Digital Trunked Radio System Participant(s) Agreement (this “Agreement”) is entered into by and between the **State of New Mexico Department of Information Technology** (“DoIT”), whose address is 715 Alta Vista, Santa Fe, NM 87505, and **Torrance County, NM** (the “Participant”), whose address is **205 S Ninth Street, Estancia, NM 87016**. Participant is classified as a ‘Subscribing Customer’ of DTRS services.

I. PURPOSE

The State of New Mexico Department of Information Technology operates a centralized public safety radio communications system known as NM-DTRS which provides radio and dispatch console service to state and participating local government and tribal agencies. **DTRS** is a multi-site dedicated public safety wireless communications system. Participant(s) benefits and services include, but are not limited to, an 700/800 MHz digital FM signal, multiple system redundancies with backup power, a wide range of “Talkgroups” (defined in Article II., below), auto affiliation and de-affiliation, electronic identification on all transmissions, microwave and fiber back-bone system reliability, encryption availability, system security, radio interoperability, and 24-hour a day system monitoring.

II. DEFINITIONS

- A. Contributing Customer** - Participant of the DTRS system who also contributes additional infrastructure to the DTRS system, all as effected through a binding agreement with DoIT. A party to this Agreement if so defined in the introductory paragraph. Contributing customers are also Subscribing Subscribers.
- B. Digital Trunked Radio System (“DTRS”)** - the State of New Mexico and Participant(s)-owned and operated statewide public safety radio communications network available to public safety agencies that become Participant(s).
- C. DoIT** - the State of New Mexico Department of Information Technology, which operates DTRS on behalf of its Participant(s), provides assignment of identification numbers, all database (fleet mapping) maintenance, and assignment of Talkgroups within DTRS.
- D. Participant(s)** - a public safety agency, including but not limited to a general government agency (local, tribal, state, or federal), its authorized employees, personnel (paid and/or volunteer), and its service provider, participating in and using DTRS. Participant(s) are either Subscribing Customers or Contributing Customers, as indicated by the Customer Type designation at the top of this document.

E. Limited Participant(s) - a Participant which is not a subscriber of DTRS system services but has been granted permission to operate on the Interoperability Talkgroups with terms and restrictions as set forth in the agreement between DoIT and the Limited Participant. Limited Participants do not pay a fee for use of the DTRS.

F. Participant(s) Agreement - this Agreement (“Participant Agreement” or “Agreement”), which sets forth DTRS services provided to Participant and the terms and conditions under which those services are provided.

G. Public Safety Radio Operations Working Group – Working group consisting of Participant(s) assigned representatives from participant agencies, which meets quarterly to receive and review statistics, information, technical data, operational metrics, issues, questions, additions, and changes to the DTRS system.

H. Radio - either a control station, mobile, or portable radio, which has a unique identification number and operates on the DTRS.

I. Radio Programming Agency - the approved agencies that are responsible for template programming and reprogramming, a complete list of which is maintained by the State of New Mexico Public Safety Networks Operations Center (“PS-NOC”).

J. Subscribing Customer – Participant(s) of the DTRS system as effected through this Participant Agreement with DoIT. Subscribing Customers pay a fee for usage of the DTRS. A party to this Participant Agreement if so defined in the introductory paragraph.

K. System Management - the responsibility residing within DoIT, as the DTRS operator, on behalf of all DTRS Participants, to: (1) assign radio use priorities; (2) manage multiple Talkgroups to assure appropriate use of DTRS; (3) set standards for the selection and supervision of DTRS personnel; (4) enforce guidelines, procedures, and protocols governing the operation of radios on DTRS; (5) generate and use statistical data and reports concerning Participants’ Talkgroups, call duration, call types, busy signals, and other data analyses and reports; and (6) enforce termination of this Agreement when the Participant’s conduct or action(s) cause systematic and/or continuous DTRS operation problems.

L. Talkgroup - a single channel, which allows a unique group of radio users to communicate with one another.

M. Template - the software programmed in a radio, which controls the radio’s functions and communication capabilities.

N. Console Core Services – A sub-service of DTRS service which is hosted by the State of New Mexico Department of Information Technology that provides connectivity and access to the New Mexico Public Safety Communications System.

III. DTRS SERVICES

- A. Participant(s) Questionnaire** – DoIT reserves the right to request that an information questionnaire be completed so Participant's current and ongoing communication needs and priorities are met.
- B. DTRS Radio Programming and Template Design** - Radio programming and template design is available from DoIT. If the Participant chooses to engage DoIT for radio programming and template design, prior programming agreements must first be arranged before any template design will begin. Template programming by a Radio Programming Agency will commence after a reasonable time once Participant completes the "Participant(s) Questionnaire" and this Agreement has been approved by DoIT.
- C. Talkgroup Allocation** – Talkgroups requested by Participant will be reviewed by DTRS' Public Safety Radio Operations Working Group. A thorough explanation should accompany Participant(s) Questionnaire detailing the number of Talkgroups requested per agency and how they will be utilized.
- D. System Management** – DoIT, in conjunction with the technical staff of Participant and other system Participant(s), is responsible for the operation, upgrades and enhancements, management, maintenance of DTRS, and the services provided under this and other Participant(s) Agreements. System Management operates 8 a.m. – 4 p.m., Monday through Friday. Upon request by a Participant, the PS-NOC" can inhibit lost or stolen radios, assign and enter radio ID's and Aliases. Requests are received via email to psnoc@state.nm.us. DoIT maintains an activity log of all requests received by Participants and, except for emergencies, responds to the requests in the order they are received. An emergency is defined as a time sensitive matter which negatively effects overall system operation or hinders use of the radio system for its Participants
- E. Training** – Participant's employees and other personnel radio user training is the responsibility of Participant. Such training should consist of instructions for operation of specific radio types operated by the Participant to include any specific radio programming or options in use. If requested by Participant, "train the trainer" training will be available as part of DTRS ongoing operation. This training shall be limited to a general overview of the NM-DTRS radio system and its features. Requests for training will be scheduled on a first-come, first-served basis.
- F. DTRS Mobile Radio Coverage** – DTRS was historically designed to provide mobile radio communication coverage on major State highways to Participants like Participant, which design is now being expanded to incorporate the specifications set forth in Attachment D, "DTRS Coverage Map and Coverage Verification." If Participant detects possible DTRS network infrastructure malfunctions or radio communication coverage losses, Participant will first contact its service or maintenance provider for an evaluation of the problem. If the service provider determines the problem is not an end user equipment installation or maintenance problem, Participant will notify DoIT in writing or email. DoIT will promptly investigate and take appropriate corrective action to alleviate the coverage loss or network infrastructure malfunction and report the corrective action to Participant.
- G. DTRS Portable Radio Coverage** – DoIT will enforce the portable radio coverage to the extent guaranteed or warranted by the vendor providing the service. DTRS portable radio coverage may vary from location to location, and the Participant is therefore encouraged to conduct its own portable radio communications coverage test to determine the expected coverage level in its geographic jurisdiction.

Participant's performance of such tests does not, however, eliminate DoIT's obligations under this paragraph "G" and as further stated in Attachment D. Unless specifically defined in Attachment D no in-building coverage guarantees of any kind are implied or assumed.

H. Private Calling Availability - A Participant may request use of Private Calling. Private calling permits properly programmed mobile and portable radios in a Talkgroup to enter into one-on-one conversations. Only the initiating and target radio(s) are able to communicate with each other. Private calling can tie-up DTRS system resources. Consequently, a determination of the need and potential impact on the system will be made after Participant(s) Questionnaire has been reviewed (if one has been requested by DoIT). DoIT reserves the right to limit use of private calling to maintain system availability and capacity standards.

I. DTRS Infrastructure Maintenance - DoIT, in conjunction with the technical staffs of system Participant(s), provides complete monitoring, inspection, and maintenance programs for all DTRS tower sites and system infrastructure. Inspection and maintenance of non-DoIT tower sites is provided by system Participants. Utilizing management tools, DoIT and system Participant(s) staff are able to systematically identify system service needs, failure trends, and spare parts inventory. DoIT's staff and Participant and each of their respective certified vendors will provide high quality proactive system repair and maintenance in a timely manner to extend the life and performance of DTRS for the direct benefit of all Participants, except as set forth in Attachment B.

J. DTRS System Redundancy and Security - DTRS provides a system redundancy named "fault tolerance." With fault tolerance, a single point of failure will generally not result in negative system-wide performance. Many redundant and backup systems within DTRS are designed to eliminate total system failure. Several levels of survivability are available. In the case of a catastrophic event, the non-failing remainder of the DTRS system will continue to function in a conventional radio communication manner.

K. DTRS Disaster Recovery Plan - DoIT maintains a Disaster Recovery Plan to cover DTRS communication services. "Disaster" means any unplanned interruption of operations, which materially affects the ability of DTRS to provide communication services to a Participant. The Disaster Recovery Plan provides for an alternate source of electrical power for uninterrupted service, separate computer resources and back-up equipment, and inventory sufficient to provide communication services to its Participants. The Disaster Recovery Plan also contains a protocol for determination or declaration of a disaster and an escalation procedure for dealing with a disaster if one is declared.

L. DTRS Performance Standards and Monitoring - DTRS utilizes automated performance standards and automated diagnostics, which are monitored 24 hours a day, every day. System monitoring is performed at the PS-NOC. DTRS adheres to stringent quality standards of installation and maintenance. Routine activities are designed to ensure system performance, including: (1) scheduled automated testing of all sites; (2) regular monitoring of Participant(s) satisfaction; (3) tracking of Participant(s) problems and service requests; (4) monitoring of scheduled and unscheduled system downtime(s); (5) oversight of system traffic performance; (6) drive testing of entire system; and (7) strict adherence to empirical data collection and analysis protocols.

M. DTRS Upgrades and Enhancements - "Upgrades" are changes made to DTRS to assure compliance or to improve upon previously existing features and operations. "Enhancements" are modifications made to DTRS services or systems that add functions or features not

originally part of DTRS or the services requested by Participant. DoIT has exclusive control over DTRS system-wide Upgrades and Enhancements. DoIT may consult with Participant concerning such system-wide Upgrades and Enhancements prior to implementation. In the event Participant requests DoIT to implement an Upgrade or Enhancement specific to Participant, DoIT and Participant will agree in writing concerning the cost of such Participant specific Upgrades or Enhancements before they are performed.

IV. PARTICIPANT OBLIGATIONS

- A. Participant Fees** – DoIT will assess subscriber and service fees in accordance with Attachment F – DTRS Subscriber Fees.
- B. Participant Radio Equipment** – Participant may only use DTRS-approved radio equipment. Approved equipment has been tested and evaluated by DTRS personnel and found to comply with technical and operational standards set forth for use on the DTRS. A list of DoIT approved radio equipment, along with certification material, can be requested from the PS-NOC at DTRS@state.nm.us. This list will be updated from time to time and will be made available to Participant.
- C. Radio Maintenance and Repair** – Participant is responsible for proper maintenance and repair of its own radio equipment. This assures that Participant radios are in optimal operating order and will not have an adverse impact on another Participant's use of DTRS. Participant's maintenance agreement with its service provider and the service provider's credentials must be provided to DoIT upon request to ensure the service provider understands and complies with DTRS standards, guidelines, and protocols, and is "qualified" to service Participant's radio equipment.
- D. No Personal Business** – No personal business may be conducted on DTRS by Participant, its employees, or authorized agents, including volunteers and Participant's service provider.
- E. Compliance with Federal and State Laws** – Participant will comply with all current and future Federal Communications Commission laws, rules, and regulations, and all New Mexico Public Regulation Commission law, rules, and regulations.
- F. Compliance with DTRS Guidelines, Procedures, and Protocols** – Participant will comply with all DTRS guidelines, procedures, and protocols governing the operation and use of DTRS as stated in this Agreement.
- G. System Management** – Participant will comply with DoIT's System Management in order to ensure the safe and efficient operation of DTRS for all Participants.
- H. Trained Personnel** – Participant will not permit any employee or other personnel, including volunteers, to use DTRS until such individual(s) have received DTRS radio user training.

- I. **Participant Contact Person** – Participant will appoint one of its employees to serve as its primary Contact Person. The Contact Person will be responsible for authorization of template modifications, unit ID and Talkgroup changes, coordination of new radios onto DTRS, providing fleet mapping data to DoIT and DTRS’ Public Safety Radio Operations Working Group for record keeping purposes, providing after-hour emergency telephone numbers, and attending Public Safety Radio Operations Working Group meetings and DoIT meetings necessary for the safe and efficient operation of DTRS. The Participant Contact Person may only be changed by providing written notification to DoIT’s PS-NOC.
- I. **Corrective Action** – In order to protect the integrity, security, safety, and efficient operation of DTRS for all Participants, Participant agrees that, provided that Participant has knowledge of allegations of violations by any of its employees of DTRS guidelines, procedures, or protocols, including those set out in this Agreement, Participant will take steps consistent with its established internal processes to investigate and, if confirmed and validated, to address such conduct appropriately and consistent with Participant’s current Personnel Rules and Regulations, Administrative Instructions, Policies and applicable Collective Bargaining Agreements.

- J. **Abuse of Participant Privileges** – In the event that DoIT has determined that Participant has materially or repeatedly violated any of the DTRS guidelines, procedures or protocols, or has materially or repeatedly violated any term of this Agreement, DoIT shall, within thirty (30) days of the occurrence giving rise for such determination, provide notice to Participant setting forth the details of such determination. Participant may contest any such determination and, if found to be unfounded, DoIT shall withdraw the notice. If within a back-rolling twelve (12) month period DoIT issues such valid, uncontested notices of determinations of violations totaling 2% of the average total number of Participant’s authorized users for that back-rolling twelve (12) month period of time, DoIT reserves the right to provide notice of its intent to terminate this Agreement, subject to the review and recommendation of the DTRS Public Safety Radio Operations Working Group. If the Agreement is terminated after this process, Participant may reapply for a new agreement.

V. PARTICIPANT(S) APPLICATION PROCESS

DoIT has determined that unregulated expansion of user agencies on DTRS is detrimental to the efficiency and serviceability of the system, and to the existing user agencies. DoIT further finds that to ensure an effective level of service for existing participants, DoIT must institute a method of controlled growth for the system. Therefore, the following policy will remain in full force and effect until rescinded by DoIT.

Attachment E, “DTRS Existing Participants as of the Date of This Agreement,” sets forth the agencies that are existing permitted user agencies as of the date of this Agreement, and the provisions of this Article V do not apply to such agencies.

- A. **Public Safety Agencies** – Public safety agencies requesting use of DTRS infrastructure, and who as part of their application commit to immediate provision of frequency pairs and associated equipment to the infrastructure, will have their application evaluated by DoIT and the DTRS Public Safety Radio Operations Working Group. DoIT and the DTRS Public Safety Radio Operations Working Group will evaluate and determine the DTRS system loading impacts that may arise from approval of the proposed new member agency.

If DoIT and the DTRS Public Safety Radio Operations Working Group recommend approval of an application, the application will be forwarded to DoIT's Director of Public Safety Communications (DPSC). If DoIT's DPSC rejects the application, the application will be placed into a pending status, where it will be reopened for review upon availability of frequencies, or resolution of the reason for denial.

Public safety agencies requesting use of existing Talkgroups on the DTRS system, and who are requesting the addition of a limited number of end user radios, will have their application evaluated by DoIT and the DTRS Public Safety Radio Operations Working Group. DoIT and the DTRS Public Safety Radio Operations Working Group will evaluate and determine all system loading impacts that may arise from the proposed new member agency. If DoIT and the DTRS Public Safety Radio Operations Working Group recommend approval of the application, the application will be forwarded to DoIT's DPSC, who may approve or reject the application. If DoIT's DPSC rejects the application, the application will be placed into a pending status where it will be reopened for review depending upon the availability of frequencies, or until a resolution is reached between DoIT and Participant concerning the denial.

Public safety agencies requesting use of DTRS infrastructure in metropolitan areas that are or may be experiencing loading problems and that do not have the ability to commit frequency pairs and associated equipment to the infrastructure, will have their application(s) placed in a pending status. Upon availability of 700/800 MHz frequencies and equipment, and upon commitment from the petitioning agency to provide frequencies and equipment, the application will be moved back into active status. At that time the application will be forwarded for evaluation to DoIT and the DTRS Public Safety Radio Operations Working Group. DoIT and the DTRS Public Safety Radio Operations Working Group will review the application and make final design recommendation to DoIT's DPSC. After review by DoIT's DPSC, and upon obtaining final written commitment from the petitioning agency, DoIT's DPSC may approve the application.

B. Non-Public Agencies – Non-public safety agencies requesting use of DTRS infrastructure will be advised that their application will be placed in a pending status awaiting availability of 700/800 MHz frequency pairs and associated equipment. Upon availability of 700/800 MHz frequencies and equipment, and upon commitment from the petitioning agency to provide frequencies and equipment, the application may be moved to active status. At that time the non-public safety agency's application will be forwarded for evaluation by DoIT and the DTRS Public Safety Radio Operations Working Group. DoIT and the DTRS Public Safety Radio Operations Working Group will review the application and make final design recommendation to DoIT's DPSC. After review by DoIT's DPSC, and upon obtaining final written commitment from the petitioning agency, DoIT's DPSC may approve the agency's application.

VI. DISPUTE RESOLUTION

If any issue concerning DTRS non-performance arises under this Agreement, the parties agree to resolve the issue at each party's lowest applicable management level. In the event the issue remains unresolved, the parties agree to immediately escalate the issue to DoIT and DTRS' Public Safety Radio Operations Working Group for their consideration. DoIT will consider the details of the nonperformance issue, assess whether there have been past issues of non-performance, determine how long the non-performance has been continuing, negotiate the seriousness of the non-performance, and negotiate, in good faith, a mutually agreeable solution. In the event the Relationship Managers cannot agree upon a solution, the non-performance

issue will be directed to the DTRS Public Safety Radio Operations Working Group. The DTRS Public Safety Radio Operations Working Group shall review the allegation of non-performance and provide recommendations on resolution.

VII. DURATION, CANCELLATION & TERMINATION OF PARTICIPANT(S)

- A. Unless termination of participation in DTRS is as a result of insufficient appropriations or funds for participation in and/or performance of infrastructure obligations, then termination shall be pursuant to the following :
 - (1) For Agreements with Contributing Customers, either party may terminate by providing at least three (3) years advance written notice to the other party by certified mail to the addresses set forth in Article X, below.
 - (2) For Agreements with Subscribing Customers, either party may terminate by providing ninety (90) days prior written notice to the other party by certified mail to the addresses stated in Article X, below.
- B. Where termination is sought due to insufficient appropriations or funds, the governmental party seeking termination shall provide the other party with written notice as soon as reasonably possible, which notice shall specify the date of termination and the basis therefor, and such determination of insufficient appropriations shall be accepted as final.

In the case of termination any and all equipment owned by DoIT shall be returned to DoIT within 30 days of termination. Participant shall be responsible for any damage to DoIT's equipment that cannot be repaired, as determined by DoIT, up to and including replacement costs."

VIII. TERMINATION ASSISTANCE

If this Agreement is canceled or terminated for any reason, DoIT will provide reasonable assistance requested by Participant to allow for the orderly transfer of services to Participant or its designee.

IX. MISCELLANEOUS

- A. Waiver** - The failure of a party to insist upon strict adherence to any term of this Agreement will not be considered a waiver or deprive the party of the right thereafter to insist upon the strict adherence to that term of the Agreement.
- B. Modification** - This Agreement may not be modified, amended, extended, or augmented, except by written amendment signed by authorized representatives of both of the parties.

C. Governing Law - This Agreement will be governed by, and construed in accordance with, the laws of the State of New Mexico. Venue shall be proper in Santa Fe County, New Mexico.

D. Headings - The headings given to the sections and paragraphs of this Agreement are inserted only for convenience and are in no way to be construed as part of this Agreement or as a limitation of the scope of the particular sections or paragraphs to which the heading refers.

E. Independent Contractor Relationship - The relationship between DoIT and Participant is that of an independent contractor and client. No agent, employee, or servant of DoIT will be deemed to be an employee, agent, or servant of Participant. Participant will be solely and entirely responsible for its acts and the acts of its agents, employees, servants, subcontractors, and volunteers during the performance of this Agreement.

F. Hold Harmless - To the extent permitted by law, Participant and DoIT agree to hold each other harmless against claims arising from the alleged negligent acts or omissions of their respective public employees or agents, which occurs or are alleged to occur during the performance of their duties in the maintenance of DTRS equipment, unless such acts or omissions occur outside the scope of their employment or were willful and wanton. Such claims will be subject to the limitations of the New Mexico Tort Claims Act (NMSA 1978, §§41-4-1 to 41-4-27).

G. Non-Appropriation - The payment of any governmental Participant's obligations hereunder in fiscal years subsequent to the current year, are contingent upon sufficient funds for this Agreement being appropriated and budgeted. If sufficient funds for this Agreement are not appropriated and budgeted by any governmental Participant in any year subsequent to the fiscal year of executing this Agreement, that governmental Participant may terminate its participation in this Agreement by giving written notice to DoIT as provided in Article VII(B).

H. Force Majeure - Parties to this Agreement will not be responsible for any failure to perform hereunder due to unforeseen circumstances or due to causes beyond the non-performing party's reasonable control, including without limiting the generality of the foregoing, acts of God, pandemics, wars, riots, embargoes, acts of government, civil or military authorities, catastrophes, fires, floods, accidents, strikes, shortages of transportation, facilities, fuel, energy, or labor, or material acts of a public enemy.

I. Good Faith Obligation - The parties agree to negotiate in good faith concerning any and all disputes and or disagreements that may arise during the course of this Agreement. In the event that one or more Participants in the DTRS system request or require modifications to the DTRS system, DoIT will notify all Participants of the requested or required modification and will allow each Participant a 30-day opportunity to respond. DoIT will consider such responses and within a 60-day period will make a determination concerning each Participant's needs with respect to the requested or required modifications.

X. NOTICES

All notices given under this Agreement, except for emergency service requests, will be made in writing. All notices will be sent to the parties as follows:

PARTICIPANT : Torrance County, NM 205 S Ninth Street, Estancia, NM 87016

DoIT:

State of New Mexico Department of Information Technology
Attn: Director of Public Safety Communications
715 Alta Vista St.
Santa Fe, NM 87505

Either party may change its addresses, which change will be effective seven (7) days after notice of such change is given to the other party.

XI. ATTACHMENTS

The following attachments are additional documents related specifically to this Agreement and Participant:

Attachment A – DTRS Facility Sites

Attachment B – DTRS Maintenance Responsibilities and Responses to Outages

Attachment C – DTRS Participant(s) Management Tools

Attachment D – Subscriber Fees

Attachment E – Mandatory Interoperability Talkgroups & Channels

Attachment F – Mandatory Minimum Radio Features

/ / / / / / / / / / / /

XII. SIGNATURES AND EFFECTIVE DATE

This Agreement will become effective as of the date of the last signature.

By: J. Jordan Barela
Its: **County Manager**

Dated: _____

STATE OF NEW MEXICO DEPARTMENT OF INFORMATION TECHNOLOGY

By: Manny Barreras
Its: **Cabinet Secretary**

Dated: New Mexico Department of Information Technology
715 Alta Vista St.
Santa Fe, NM 87505

By: Sylvia Rodarte
Its: **Chief Financial Officer**

Dated: New Mexico Department of Information Technology
715 Alta Vista St.
Santa Fe, NM 87505

By: Michael Rohrbacher

Its: **Director of Public Safety Communications**

Dated: New Mexico Department of Information Technology
715 Alta Vista St.
Santa Fe, NM 87505

Attachment A - DTRS Sites

1. This Attachment A, Revision 1, is part of the Statewide Digital Trunked Radio System (DTRS) Participant Agreement (the “Agreement”).
2. DoIT owns, operates, and maintains a telecommunications system known as the New Mexico Statewide Digital Trunked Radio System (DTRS).
3. Participant owns or leases facilities, including communications equipment shelters, communications towers and antennas, wired and wireless data transmission, or dispatch centers at the following locations listed in table A.1 which are part of this agreement.

Table A.1 (Participant Site Locations)

Site Name	Location Description
NONE	N/A

4. Participant has no participating infrastructure sites on the DTRS system and has no responsibility, financial or otherwise, to any DTRS infrastructure site locations.

Attachment B - Maintenance Responsibilities

1. This Attachment B, Revision 1, is part of the Statewide Digital Trunked Radio System (DTRS) Participant Agreement (the “Agreement”).
2. DoIT owns, operates and maintains a telecommunications system known as the New Mexico Statewide Digital Trunked Radio System (NM-DTRS).
3. Participant has entered into an agreement with the State of New Mexico Department of Information Technology (DoIT) to subscribe to services on the NM-DTRS system.
4. The purpose of this attachment is to establish guidelines and expectations for the maintenance of and response to outages, problems and requests for service involving the NM-DTRS system.
5. The New Mexico Department of Information Technology shall maintain adequate spare parts and components for the NM-DTRS system infrastructure.
6. The New Mexico Department of Information Technology shall ensure that all NM-DTRS participant infrastructure sites are included in the ongoing Motorola ‘System Upgrade II’ (SUAI), technical support, software update and security services update plan held by the DoIT and shall be responsible for costs associated with including these in the plan unless explicitly identified otherwise in Attachment A of the Agreement.
7. The New Mexico Department of Information Technology Public Safety Network Operations Center (PS-NOC) shall monitor the NM-DTRS system during normal business hours and provide statistics, reports, event notification and outage notifications to participants as appropriate.
8. Preventative maintenance shall be performed on all NM-DTRS infrastructure sites at least once per calendar year in accordance with manufacturer recommendations.

Response to Outages and Service Requests

The following process shall be used to report system problems to and request service from the Public Safety Network Operations Center (PS-NOC)

Action	Information
Call the DoIT Dispatch Center	505-827-9377
Incident Created	Caller will receive an incident number
System Support Response Times	Critical: Within 30 mins High: Within 2 hours* Medium/Low: Within 24 hours*

* Standard business days: M – F, 8 – 5 p.m., excluding US holidays

Problem Diagnosis & Issue Resolution	System Support is available Monday - Friday 8:00am - 5:00pm local time and 24 hours a day, 7 days a week for Critical Incidents.
Incident Closed	Upon resolution of the issue, the SSC will close the Incident.

The PS-NOC will dispatch appropriate personnel, if required, and will update involved parties throughout the incident.

A ‘Critical Incident’ is defined as: A total outage or loss of service of a dispatch center, radio infrastructure site or simulcast cell, loss of the system’s ability to process voice or data calls.

A ‘High’ priority incident is defined as: failure of 25% or more of an infrastructure site’s capacity or more than two dispatch operator consoles at a single dispatch center.

All requests for service that do not involve a loss of system performance or features shall be classified as a low priority incident.

9. The PS-NOC will dispatch the appropriate personnel to investigate and address the issue.
10. The PS-NOC shall notify the partner’s primary contact of any planned or unplanned outage at NM-DTRS site locations 5 days prior to the outage or as soon as an outage or service impacting operation is planned.

Attachment C - Participant Management Tools

1. This Attachment C, Revision 1, is part of the Statewide Digital Trunked Radio System (DTRS) Participant Agreement (the “Agreement”).
2. DoIT owns, operates and maintains a telecommunications system known as the New Mexico Statewide Digital Trunked Radio System (NM-DTRS).
3. Participant has entered into an agreement with the State of New Mexico Department of Information Technology (DoIT) to subscribe to services on the NM-DTRS system.
4. The purpose of this attachment is to define tools and services which shall be provided by the DoIT to the participant for the purpose of monitoring and management of portions of the NM-DTRS system.
5. The following tools shall be provided by DoIT to Participant for system monitoring and management:
 - a. Automated system outage and impairment alerts delivered by e-mail and text message to recipients identified by Participant.
 - b. Manual notification of system maintenance procedures and planned outage events
 - c. Monthly system usage and statistics reports
 - d. Access to the Public Safety Network Operations Center for subscriber ID additions, deletions, and changes
 - e. Access to the Public Safety Network Operations Center for disabling subscriber ID's in the event of radio loss or theft
6. The DoIT shall provide access to the NM-DTRS Public Safety Network Operations Center, through which changes can be made to unit ID's and talkgroups by the designated participant contact(s).

Attachment D - DTRS Subscriber Fees

1. This Attachment F, Revision 1, is part of the Statewide Digital Trunked Radio System (DTRS) Participant Agreement (the “Agreement”).
2. The purpose of this attachment is to outline subscriber fees and the billing process for such fees.
3. The billing cycle for fees shall commence on the 1st of each month at 0000 HRS local time and end at 2359 HRS local time on the last day of each month.
4. Any unit ID (radio) which was active for any portion of the billing cycle shall be billed \$20 for the monthly cycle*. A unit is defined as active if it has been powered on and affiliated with a DTRS radio site at any time during the billing cycle. If no trunking units assigned to the Participant were affiliated to the DTRS system during the billing cycle, or if the Participant operates conventional mode only radios then no unit-based subscriber charges will apply.
5. The total fee shall be assessed utilizing the process outlined in items 4 and 5 above, repeating for all applicable units which were at any point active during the billing cycle. A list shall be submitted with each invoice listing the radios ID's which were active during the billing period and what the transmit air-time for each radio ID was.
6. The Participant agency shall be notified by the 10th of each month that their billing for the previous month is available for review and payment.
7. Payments shall be made within 30 days of notification that billing is available.
8. There are no late fees for late payment.
9. If the Participant fails to fulfill the obligations of payment of subscriber fees for six consecutive billing cycles DoIT reserves the right to pursue termination of this Agreement per section VII of the DTRS System Agreement.
10. All billing invoices will be distributed electronically to the assigned billing contact using the DoIT MPWR billing system via e-mail.

* The Department of Information Technology has been directed by the Governor of the State of New Mexico to subsidize DTRS subscriber fees for federal, tribal and local governments for the period of July 1 2023 until funding is exhausted 2026. DoIT will issue a bill for services each month along with a credit to offset the charges. Although the basic DTRS subscriber fee will be credited for this period, it is uncertain such subsidies will carry forward into subsequent fiscal cycles. All agencies shall remain financially liable for any optional services beyond the basic DTRS subscriber fee.

Attachment E – Mandatory Interoperability Talkgroups & Channels

1. This Attachment F, Revision 1, is part of the Statewide Digital Trunked Radio System (DTRS) Participant Agreement (the “Agreement”).
2. The purpose of this attachment is to identify DTRS interoperability talkgroups which are mandatory for all Participants to program into subscriber radios.
3. The purpose of interoperability talkgroups is to ensure that all radios on the DTRS system have a common set of talkgroups that can be used for interagency communications in the event of an emergency or large-scale event.
4. Participants shall program all talkgroup resources listed below into all subscriber radios. **Resources identified as “public safety” shall only be programmed in radios operated by law enforcement, fire, rescue, EMS, emergency management, and other emergency first responder personnel. Such talkgroups are not permitted in radios operated by public works, transportation, general services, school administration, or any other non-public safety users.**
5. Participants shall program the conventional national interoperability channels specified below into all public safety subscriber radios. These are channels from the U.S. Department of Homeland Security’s (DHS) National Field Interoperability Guide (NIFOG) and are critical to interoperable communications in areas without system infrastructure or when operating with agencies that may not have the New Mexico DTRS programmed in their radios.
6. All participants shall follow the same zone and channel naming structure and layout for all trunking and conventional resources described in this document. Zone names, channel names, the specific channels within a zone, and the order of zones and channels must remain consistent to eliminate any possibility of confusion when operating in the field.
7. Failure to comply with this directive could result in suspension or termination of the Agreement.

All DTRS Radios

Channel #	Zone Name: IO-GENERAL	DEC	HEX	Notes
1	IO-STATEWIDE 1	50	32	(Calling/Emergency)
2	IO-STATEWIDE 2	51	33	
3	IO-STATEWIDE 3	52	34	
4	IO-STATEWIDE 4	53	35	New Talkgroup
5	IO-GENERAL 1	40	28	<i>Note name change from "IO-METRO-GEN" to "IO-GENERAL"</i>
6	IO-GENERAL 2	41	29	
7	IO-GENERAL 3	42	2A	
8	IO-GENERAL 4	43	2B	
9	IO-GENERAL 5	44	2C	
10	IO-GENERAL 6	45	2D	
11	IO-GENERAL 7	46	2E	
12	IO-GENERAL 8	47	2F	
13	IO-GENERAL 9	48	30	
14	IO-GENERAL 10	49	31	
15	IO-GENERAL 11	54	36	New Talkgroup
16	IO-GENERAL 12	55	37	New Talkgroup

Restricted to Public Safety Radios ONLY

Channel #	Zone Name: IO-METRO PS	DEC	HEX	Notes
1	IO-STATEWIDE 1	50	32	(Calling/Emergency)
2	IO-PURSUIT	78	4E	<i>Renamed to IO-PURSUIT</i>
3	IO-METRO-LAW1	80	50	
4	IO-METRO-LAW2	81	51	
5	IO-METRO-LAW3	82	52	
6	IO-METRO-LAW4	83	53	
7	IO-METRO-LAW5	84	54	
8	IO-METRO-LAW6	85	55	
9	IO-METRO-LAW7	86	56	
10	IO-METRO-FIRE1	90	5A	<i>Note name change from "IO-FIRE-METRO" to "IO-METRO-FIRE"</i>
11	IO-METRO-FIRE2	91	5B	
12	IO-METRO-FIRE3	92	5C	
13	IO-METRO-FIRE4	93	5D	
14	IO-METRO-FIRE5	94	5E	New Talkgroup
15	IO-METRO-FIRE6	95	5F	New Talkgroup
16	IO-METRO-FIRE7	96	60	New Talkgroup

Channel #	Zone Name: IO-NORTH PS	DEC	HEX	Notes
1	IO-STATEWIDE 1	50	32	(Calling/Emergency)
2	IO-NW 1	20	14	
3	IO-NW 2	21	15	
4	IO-NW 3	22	16	
5	IO-NW 4	23	17	
6	IO-NW 5	24	18	
7	IO-NW 6	66	42	
8	IO-NW 7	67	43	
9	IO-NE 1	25	19	
10	IO-NE 2	26	1A	
11	IO-NE 3	27	1B	
12	IO-NE 4	28	1C	
13	IO-NE 5	29	1D	
14	IO-NE 6	69	45	
15	IO-NE 7	70	46	
16	IO-STATEWIDE 1	50	32	(Calling/Emergency) *Remove position 16 from mobile radios

Channel #	Zone Name: IO-SOUTH PS	DEC	HEX	Notes
1	IO-STATEWIDE 1	50	32	(Calling/Emergency)
2	IO-SE 1	30	1E	
3	IO-SE 2	31	1F	
4	IO-SE 3	32	20	
5	IO-SE 4	33	21	
6	IO-SE 5	34	22	
7	IO-SE 6	72	48	
8	IO-SE 7	73	49	
9	IO-SW 1	35	23	
10	IO-SW 2	36	24	
11	IO-SW 3	37	25	
12	IO-SW 4	38	26	
13	IO-SW 5	39	27	
14	IO-SW 6	75	4B	
15	IO-SW 7	76	4C	
16	IO-STATEWIDE 1	50	32	(Calling/Emergency) *Remove position 16 from mobile radios

Conventional 700 MHz NIFOG Zones (Refer to NIFOG for Frequency & Programming Details)

<https://www.cisa.gov/safecom/field-operations-guides>

Per NIFOG & FCC regulations, these channels are intended for public safety use only

Channel # **Zone Name: NI-7TAC 5x**

1	7 CALL 50
2	7 CALL 50 D
3	7 TAC 51
4	7 TAC 51 D
5	7 TAC 52
6	7 TAC 52 D
7	7 TAC 53
8	7 TAC 53 D
9	7 TAC 54
10	7 TAC 54 D
11	7 TAC 55
12	7 TAC 55 D
13	7 TAC 56
14	7 TAC 56 D
15	7 GTAC 57
16	7 GTAC 57D

Channel # **Zone Name: NI-7TAC 7x**

1	7 CALL 70
2	7 CALL 70 D
3	7 TAC 71
4	7 TAC 71 D
5	7 TAC 72
6	7 TAC 72 D
7	7 TAC 73
8	7 TAC 73 D
9	7 TAC 74
10	7 TAC 74 D
11	7 TAC 75
12	7 TAC 75 D
13	7 TAC 76
14	7 TAC 76 D
15	7 GTAC 77
16	7 GATC 77 D

Channel # **Zone Name: NI-7FIRE MED**

1	7 FIRE 63
2	7 FIRE 63 D

3	7 FIRE 64
4	7 FIRE 64 D
5	7 FIRE 83
6	7 FIRE 83 D
7	7 FIRE 84
8	7 FIRE 84 D
9	7 MED 65
10	7 MED 65 D
11	7 MED 66
12	7 MED 66 D
13	7 MED 86
14	7 MED 86 D
15	7 MED 87
16	7 MED 87 D

Channel # **Zone Name: NI-7LAW**

1	7 LAW 61
2	7 LAW 61 D
3	7 LAW 62
4	7 LAW 62 D
5	7 LAW 81
6	7 LAW 81 D
7	7 LAW 82
8	7 LAW 82 D
9	7 MOB 59
10	7 MOB 59 D
11	7 MOB 79
12	7 MOB 79 D
13	7 DATA 69
14	7 DATA 69 D
15	7 DATA 89
16	7 DATA 89 D

Channel # **Zone Name: NI-7AG**

1	7 AG 58
2	7 AG 58 D
3	7 AG 60
4	7 AG 60 D
5	7 AG 67
6	7 AG 67 D
7	7 AG 68
8	7 AG 68 D
9	7 AG 78
10	7 AG 78 D
11	7 AG 80
12	7 AG 80 D

13	7 AG 85
14	7 AG 85 D
15	7 AG 88
16	7 AG 88 D

<u>Channel #</u>	<u>Zone Name: NI-8TAC</u>
1	8 CALL 90
2	8 CALL 90 D
3	8 TAC 91
4	8 TAC 91 D
5	8 TAC 92
6	8 TAC 92 D
7	8 TAC 93
8	8 TAC 93 D
9	8 TAC 94
10	8 TAC 94 D
11	
12	
13	Not Programmed
14	
15	
16	

The Statewide Encrypted Coordination (SEC) talkgroups are comprised of two sets of talkgroups:

"Public Safety" talkgroups to be included in all radios.

"Law Enforcement" to be included only in law radios.

Within each set, there are ADP and AES talkgroups available.

Recommended zone/channel layouts for each grouping are provided in the following tabs:

"SEC Public Safety" - The public safety zone for radios with both AES and ADP capabilities.

"SEC Law" - The law enforcement zone for radios with both AES and ADP capabilities.

"SEC ADP" - The combined zone for radios that only have ADP.*

*When including the IO SEC ADP zone in non-LE radios, remove the LE talkgroups/channels.

Please take care to assign the proper SLN (CKR) when building codeplugs with these talkgroups.

Channel position 13 in the IO SEC PS and IO SEC LE zones are reserved for use with the nationwide interoperability keys.

Each of these two zones also specifies three simplex (talk-around) channels that are encrypted accordingly.

Agencies must use the existing interoperable "ADP 51" statewide key for ADP talkgroups.

The state will manage and distribute (via KVL) the new 3900-series AES keys.

Agencies may not use their own encryption keys on any of these talkgroups.

Statewide Encrypted Coordination talkgroups are not considered core interoperability groups and are therefore restricted to full subscribers only.

Zone configuration for AES + ADP equipped radios							
Zone Name: IO-SEC PS							
Zone Ch #	Talkgroup Alias	Talkgroup ID	Algorithm	Key ID	SLN	Lifespan	Notes
ADP Talkgroups							
1	SEC PS1 ADP	900	ADP/ARC4	0	51	Static	Existing state-wide ADP key
2	SEC PS2 ADP	901	ADP/ARC4	0	51	Static	
3	SEC PS3 ADP	902	ADP/ARC4	0	51	Static	
4	SEC PS4 ADP	903	ADP/ARC4	0	51	Static	
5	SEC PS5 ADP	904	ADP/ARC4	0	51	Static	
6	SEC PS6 ADP	905	ADP/ARC4	0	51	Static	
AES Talkgroups							
7	SEC PS7 AES	907	AES-256	F3C	3900	Static	New state-wide PS AES key
8	SEC PS8 AES	908	AES-256	F3C	3900	Static	
9	SEC PS9 AES	909	AES-256	F3C	3900	Static	
10	SEC PS10 AES	910	AES-256	F3C	3900	Static	
11	SEC PS11 AES	911	AES-256	F3C	3900	Static	
12	SEC PS12 AES	912	AES-256	F3C	3900	Static	
13	SEC PS13 FED	914	AES-256	TBD	12	Static	"PS IO A" AES (Federal All Public Safety)
Simplex Talk-Arounds							
14	SEC PS14 T/A	774.60625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC74)
15	SEC PS15 T/A	773.75625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC75)
16	SEC PS16 T/A	774.25625	AES-256	F3C	3900	Static	New state-wide PS AES key; NAC 505 (DEC) (7TAC76)

Zone configuration for AES + ADP equipped radios (LE only)

Zone Name: IO-SEC LE

Zone Ch #	Talkgroup Alias	Talkgroup ID	Algorithm	Key ID	SLN	Lifespan	Notes
ADP Talkgroups							
1	SEC LE21 ADP	915	ADP/ARC4	0	51	Static	Existing state-wide ADP key
2	SEC LE22 ADP	916	ADP/ARC4	0	51	Static	
3	SEC LE23 ADP	917	ADP/ARC4	0	51	Static	
4	SEC LE24 ADP	918	ADP/ARC4	0	51	Static	
5	SEC LE25 ADP	919	ADP/ARC4	0	51	Static	
6	SEC LE26 ADP	920	ADP/ARC4	0	51	Static	
AES Talkgroups							
7	SEC LE27 AES	922	AES-256	F3D	3901	Static	New state-wide LE AES key
8	SEC LE28 AES	923	AES-256	F3D	3901	Static	
9	SEC LE29 AES	924	AES-256	F3D	3901	Static	
10	SEC LE30 AES	925	AES-256	F3D	3901	Static	
11	SEC LE31 AES	926	AES-256	F3D	3901	Static	
12	SEC LE32 AES	927	AES-256	F3D	3901	Static	
13	SEC LE33 FED	929	AES-256	TBD	6	Static	"NLE IO A" AES (Federal All Public Safety)
Simplex Talk-Arounds							
14	SEC LE34 T/A	773.10625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC71)
15	SEC LE35 T/A	773.60625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC72)
16	SEC LE36 T/A	774.10625	AES-256	F3D	3901	Static	New state-wide LE AES key; NAC 505 (DEC) (7TAC73)

Zone configuration for ADP-only radios

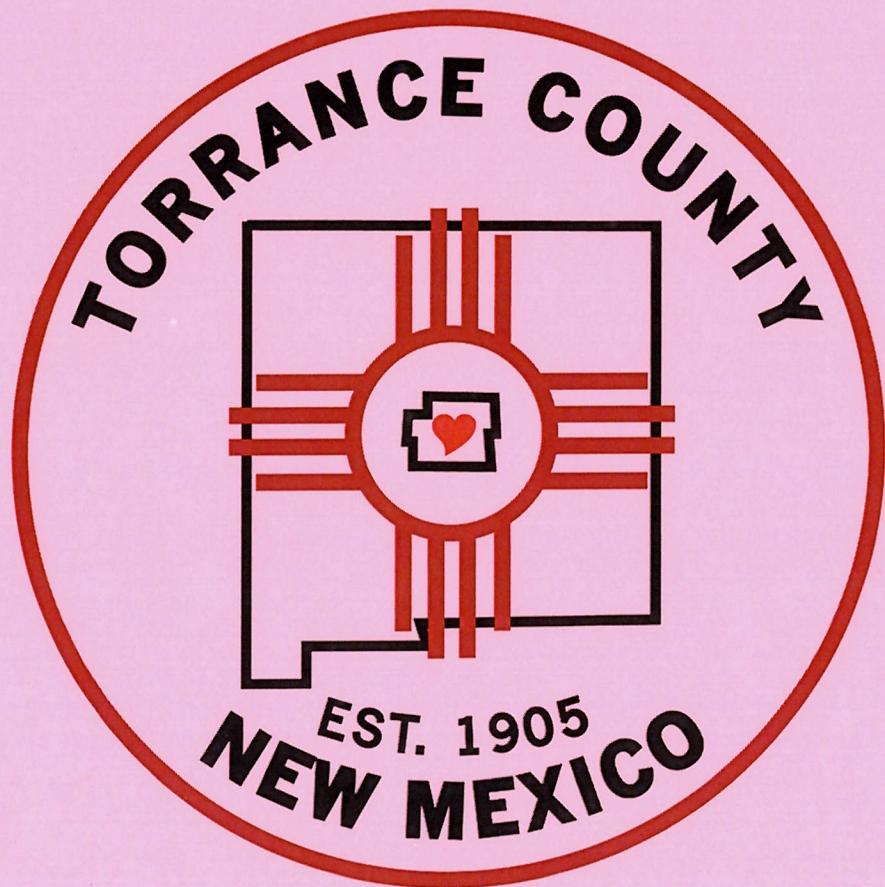
Zone Name: IO-SEC ADP

Zone Ch #	Talkgroup Alias	Talkgroup ID	Algorithm	Key ID	SLN	Lifespan	Notes
Public Safety ADP Talkgroups							
1	SEC PS1 ADP	900	ADP/ARC4	0	51	Static	Existing state-wide ADP key
2	SEC PS2 ADP	901	ADP/ARC4	0	51	Static	
3	SEC PS3 ADP	902	ADP/ARC4	0	51	Static	
4	SEC PS4 ADP	903	ADP/ARC4	0	51	Static	
5	SEC PS5 ADP	904	ADP/ARC4	0	51	Static	
6	SEC PS6 ADP	905	ADP/ARC4	0	51	Static	
Law Enforcement ADP Talkgroups							
7	SEC LE21 ADP	915	ADP/ARC4	0	51	Static	Existing state-wide ADP key; LE radios only
8	SEC LE22 ADP	916	ADP/ARC4	0	51	Static	LE radios only
9	SEC LE23 ADP	917	ADP/ARC4	0	51	Static	LE radios only
10	SEC LE24 ADP	918	ADP/ARC4	0	51	Static	LE radios only
11	SEC LE25 ADP	919	ADP/ARC4	0	51	Static	LE radios only
12	SEC LE26 ADP	920	ADP/ARC4	0	51	Static	LE radios only
Simplex Talk-Arounds							
13	SEC PS14 T/A	774.60625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC74)
14	SEC PS15 T/A	773.75625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC75)
15	SEC LE34 T/A	773.10625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC71); LE only
16	SEC LE35 T/A	773.60625	ADP/ARC4	0	51	Static	Existing state-wide ADP key; NAC 505 (DEC) (7TAC72); LE only

Attachment F – Mandatory Minimum Radio Features

Participant radios must have the following features at minimum:

1. Subscriber Product Certification: Radios must have been previously authorized for use on the Digital Trunked Radio System (DTRS) by successfully completing the New Mexico Department of Information Technology Subscriber Certification Program. For a complete list of radios that are authorized for use on DTRS, please contact the Public Safety Network Operations Center at psnoc@doit.nm.gov
2. Radios must be able to operate on the 700/800 MHz frequency bands at a minimum.
3. Radios must be capable of APCO Project 25 conventional operation.
4. Radios must be capable of APCO Project 25 FDMA and TDMA Trunking in the 700/800 MHz band.
5. Radios must be capable of and enabled for APCO Project 25 Link Layer Authentication. Participant shall enact a plan for deploying and managing the Link Layer Authentication (LLA) Feature. Contact the Public Safety Network Operations Center. **All radios must be onboarded onto DTRS with LLA enabled and functional. No radios will be permitted to join the system without LLA.**



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 12 C

**MEMORANDUM OF AGREEMENT
BETWEEN CATRON COUNTY, SIERRA COUNTY, SOCORRO COUNTY, AND
TORRANCE COUNTY REGARDING IMPLEMENTATION OF SB 3 FUNDING FOR
REGION 7**

THIS MEMORANDUM OF AGREEMENT is made and entered into as of the date of last signature, below, by and among the Boards of County Commissioners of Socorro, Sierra and Torrance Counties.

RECITALS

WHEREAS, Senate Bill 3 (SB3) passed with strong bipartisan support during the 2025 legislative session, enacting the Behavioral Health Reform and Investment Act. This new law takes major steps to strengthen and rebuild New Mexico's behavioral health system, including significant changes to how behavioral health and substance use treatment programs are managed statewide; and,

WHEREAS, the Behavioral Health Reform and Investment Act takes a regional approach to behavioral health care. Each region, established by the Administrative Office of the Courts (AOC), will identify up to five behavioral health priorities and request funding to implement a four-year plan. This new structure incorporates all three branches of government and brings stakeholders to the table to strengthen our behavioral health care service system.

WHEREAS, SB 3 designates Region 7 as encompassing Catron County, Sierra County, Socorro County and Torrance County, requiring collaborative regional planning, data collection, assessment of service gaps, and preparation of funding priorities; and

WHEREAS, the Counties desire to cooperate in order to apply for, secure, administer, and implement SB 3 regional funds for the benefit of residents across Region 7; and

WHEREAS, SB 3 requires coordinated action by participating counties and behavioral health stakeholders, including communication with the Administrative Office of the Courts ("AOC"), the Health Care Authority ("HCA"), and the Behavioral Health Executive Committee; and

WHEREAS, the Counties acknowledge the need for a clearly identified Lead Agency and Fiscal Agent to perform administrative, fiscal, and reporting functions necessary for Region 7 SB 3 implementation; and

WHEREAS, Socorro County is willing to assume the responsibilities of Lead Agency and Fiscal Agent to support the development, coordination, and execution of regional SB 3 funding priorities on behalf of Region 7; and

WHEREAS, on Sep 26, 2025 Socorro County executed an MOU with Administrative Office of the Courts to serve Behavioral Health Region District 7 as the Accountable Entity for purposes of 1) Establishing a Regional Stakeholder Planning Committee, herein after referred to as The

Committee, 2) Conduct a Regional Planning Workshop within District 7 and 3) Assist The Committee in the development and submission of the Regional Plan; and,

WHEREAS, effective implementation of SB 3 requires each County to designate four (4) individual who holds final decision-making authority to bind their County on matters relating to SB 3 regional planning, funding decisions, and expenditures; and

WHEREAS, the Counties desire to enter into this Memorandum of Agreement to establish their respective responsibilities, the process for decision-making, and the governance structure for implementation of SB 3 funding for Region 7.

NOW, THEREFORE, the parties agree as follows:

1. Purpose.

The parties enter into this Memorandum of Agreement to establish the framework by which Region 7 Member Counties will jointly participate in, manage and implement projects and funding opportunities provided under the Behavioral Health Reform and Investment Act (SB 3), including but not limited to the development and execution of regional plans, applications for SB 3 funding, distribution and oversight of awarded funds, and coordination with the Administrative Office of the Courts (“AOC”), the Health Care Authority (“HCA”), and the Behavioral Health Executive Committee.

2. Designation of Socorro County as the Lead Agency and Fiscal Agent

- a. Socorro County is designated as the Lead Agency responsible for the administrative coordination, reporting, contracting, recordkeeping, and financial oversight related to SB 3 activities on behalf of Region 7.
- b. Socorro County shall serve as the Fiscal Agent, responsible for:
 - i. applying for SB 3 regional funds on behalf of Region 7 and administering SB 3 funds awarded to Region 7;
 - ii. executing contracts, agreements, and procurement actions necessary to implement approved SB 3 projects;
 - iii. ensuring compliance with procurement requirements, state regulations, and SB 3 funding conditions; and
 - iv. providing regular financial and programmatic reports to Region 7 Member Counties.
- c. No duties assigned to Socorro County as Fiscal Agent shall be construed to make Socorro County financially responsible for obligations that exceed SB 3 appropriations or approved regional project budgets.

3. Designation of County Representatives with Binding Authority

- a. Each Region 7 Member County shall, by separate action of its Board of County Commissioners, designate four (4) representative, known as stakeholder committee, (the “Authorized Representatives”) who is empowered to:
 - i. participate in all appropriate SB 3 regional planning, prioritization, and funding determinations;
 - ii. make final decisions regarding Region 7’s funding priorities, applications, project selections, and budget allocations;
 - iii. approve, on behalf of their respective County, expenditures or commitments of SB 3 funds; and
 - iv. bind their County to decisions made collectively by Region 7, provided those decisions are within the authority delegated by their Board.
- b. Each County may also designate an alternate representative who may act in the absence of the Authorized Representative.
- c. Authorized Representatives shall meet regularly, as needed, to consider regional priorities, review proposals, evaluate funding opportunities, and allocate awarded SB 3 resources.
- d. Actions of the Authorized Representatives shall be documented in writing and maintained by the Fiscal Agent.

4. Regional Decision-Making Process

- a. Decisions regarding:
 - i. regional priorities;
 - ii. applications for SB 3 funding;
 - iii. distribution of SB 3 funds among Region 7 projects;
 - iv. approval of project budgets and amendments; and
 - v. execution of contracts or intergovernmental agreements relating to SB 3 implementation

shall be made by majority vote of the Authorized Representatives.

- b. The Fiscal Agent shall not commit or expend SB 3 funds without written approval from the Authorized Representatives.
- c. Any project or expenditure that binds a specific County to continuing obligations after the expiration of SB 3 funding must be separately approved by that County’s Board of County Commissioners.

5. Responsibilities of Member Counties

- a. Participate actively in regional planning and mapping processes required by SB 3.

- b. Assign personnel as needed to support data collection, outreach, and project execution.
- c. Make timely decisions to enable submission of regional plans and grant applications.
- d. Assist the Fiscal Agent in fulfilling reporting obligations to AOC, HCA, and the Behavioral Health Executive Committee.
- e. Ensure that their Authorized Representative acts within the scope of the authority delegated by their Board.

6. Financial Terms

- a. SB 3 funds shall be deposited, managed, and disbursed by Socorro County as Fiscal Agent.
- b. The Fiscal Agent shall maintain separate accounting for SB 3 funds and shall provide quarterly financial reports to Region 7 Member Counties.
- c. No County shall be responsible for obligations that exceed the SB 3 funding available or approved for a particular project.
- d. Administrative costs, including staffing for the Regional SB 3 Coordinator, shall be paid from SB 3 allocations unless otherwise agreed.

7. Costs

Each party shall bear its own costs and expenses incurred in fulfilling its responsibilities under this Agreement, including costs for personnel, materials, and equipment, without contribution or right of contribution from any other party.

8. Mutual Funding, Compensation and Method of Payment

- a. For performance/delivery of services Behavioral Health Needs in each county. Contingent on receipt of non-Socorro County Funds, Socorro County agrees to reimburse Sierra, Torrance, and Catron Counties monthly based on project amount
- b. Socorro County will reimburse each entity within District 7 up to the amount of funds expended or Project monthly amount. Such total amount shall constitute full and complete compensation for the services under the Agreement, including all expenditures made and expenses incurred by Socorro County in delivering services.

- c. Socorro County agrees to prepare a monthly invoice documenting actual expenditures for services and operational costs. Invoices shall include supporting documentation describing expenses incurred by Socorro County.

9. Non-Appropriation

The parties' obligation to perform under the terms of this Agreement are contingent upon the parties' respective appropriation of sufficient funds. If any party does not appropriate funds sufficient to fulfill that parties' responsibilities under this Agreement, this Agreement will terminate upon written notice of that effect to the other parties. Each parties' determination that sufficient funds have not been appropriated to fulfill that parties' responsibilities under this Agreement is firm, binding and not subject to review.

10. Status of Employees

Any employee of one of the parties who provides services pursuant to this Agreement shall remain the employee of that party, who shall remain responsible for the employee's salary, fringe benefits, worker's compensation benefits, and unemployment compensation. Such employees shall remain subject to the supervision of his or her employer.

11. Compliance with Procurement Laws

Each party shall be responsible for complying with all applicable laws, rules, and regulations governing that party's procurement of goods and/or services necessary to fulfill that parties responsibilities under this Agreement.

12. Accountability for Receipts and Disbursements

The parties shall each be strictly accountable for all receipts and disbursements of their own funds in compliance with law when engaging in the activities contemplated by this Agreement.

13. Term

This MOU shall become effective upon execution by all Region 7 Member Counties and shall remain in effect until terminated or replaced by written agreement. Any County may withdraw from this MOU with thirty (30) days' written notice, provided that withdrawal does not relieve the County of obligations related to previously approved SB 3-funded projects. Termination or withdrawal does not affect the Fiscal Agent's obligation to complete required state reporting for any SB 3 funds already expended. Nothing in this paragraph shall be construed to alter, limit, or restrict any County's separate and independent right to immediately terminate its participation in this Agreement upon a determination of non-appropriation. Immediate termination for non-appropriation remains fully available notwithstanding any other provision contained herein.

14. Amendments

This Agreement shall not be altered, modified, or amended except by instrument in writing executed by both parties.

15. Governing Law

This Agreement shall be governed by the laws of the State of New Mexico. Each person signing the Agreement and/or authorizing it to be signed on behalf of his/her respective party is not personally liable, either jointly or severally, for this Agreement under any circumstances.

16. Severability

If any clause or provision of this Agreement is held to be illegal, invalid or unenforceable, by a court of competent jurisdiction, then it is the intention of the parties hereto that the remainder of the Agreement shall remain in full force and effect. However, in the event that any party can no longer reasonably perform pursuant to the remaining Agreement terms, or if the purpose of the Agreement can no longer be carried out by any party, the Agreement is voidable and no damages shall accrue to any party.

17. Notices

Any required notice under this Agreement shall be sent as follows:

COUNTY OF CATRON

Catron County Manager
P.O. Box 507
Reserve, NM 87830

COUNTY OF SIERRA

Sierra County Manager
1712 N Date St. Ste D
Truth or Consequences, NM 87901

COUNTY OF SOCORRO

Socorro County Manager
P.O. Box D
Socorro, NM 87801

COUNTY OF TORRANCE

Torrance County Manager
P.O. Box 48
Estancia, NM 87016

18. No Waiver of Immunity

Nothing in this Agreement shall be construed as a waiver of sovereign immunity, statutory immunity, defenses, or limitations of liability under the New Mexico Tort Claims Act or the New Mexico Civil Rights Act.

19. No Third Party Beneficiary

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

20. Liability and Insurance

Neither party shall be responsible for liability incurred as a result of any other party's acts or omissions in connection with this Agreement.

21. Privileges and Immunities

All of the privileges and immunities from liability, exemptions from laws, ordinances and rules, all pension, relief, disability, worker's compensation, and other benefits which apply to the activity of the officers, agents, or employees of the counties when engaging in the performance of the parties' respective actions taken under this Agreement shall apply to the parties to the same extent they apply while engaged in the performance of their functions and duties outside this Agreement.

22. Authority

The signatories of this Agreement, by their signatures below, represent that they have the authority to enter into this Agreement and applicable laws, rules, and regulations have been complied with.

23. Duplicate Originals

This Agreement shall be executed in no less than two (2) counterparts, each of which shall be deemed an original.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of last signature below.

CATRON COUNTY

PASSED, ADOPTED, AND APPROVED this _____ day of _____ 2026 by the
Board of County Commissioners.

Buster Floyd Green, District I

Audrey H. McQueen, District II

Haydn Forward, District III

Attest:

Sherry M. Perez, County Clerk

SIERRA COUNTY

PASSED, ADOPTED, AND APPROVED this _____ day of _____ 2026 by the
Board of County Commissioners.

James Paxon, District I

Hank Hopkins, District II

Sandy Jones, District III

Attest:

Amy Whitehead, County Clerk

SOCORRO COUNTY

PASSED, ADOPTED, AND APPROVED this ____ day of _____ 2026 by the
Board of County Commissioners.

JOE GONZALES, DISTRICT I

CRAIG D. SECATERO, DISTRICT II

JOHN J. AGUILAR, DISTRICT III

DANIEL P. MONETTE, DISTRICT IV

PHILLIP R. MONTOYA, DISTRICT V

ATTEST BY:

MICHELLE PAZ, COUNTY CLERK

TORRANCE COUNTY

PASSED, ADOPTED, AND APPROVED this ____ day of _____ 2026 by the
Board of County Commissioners.

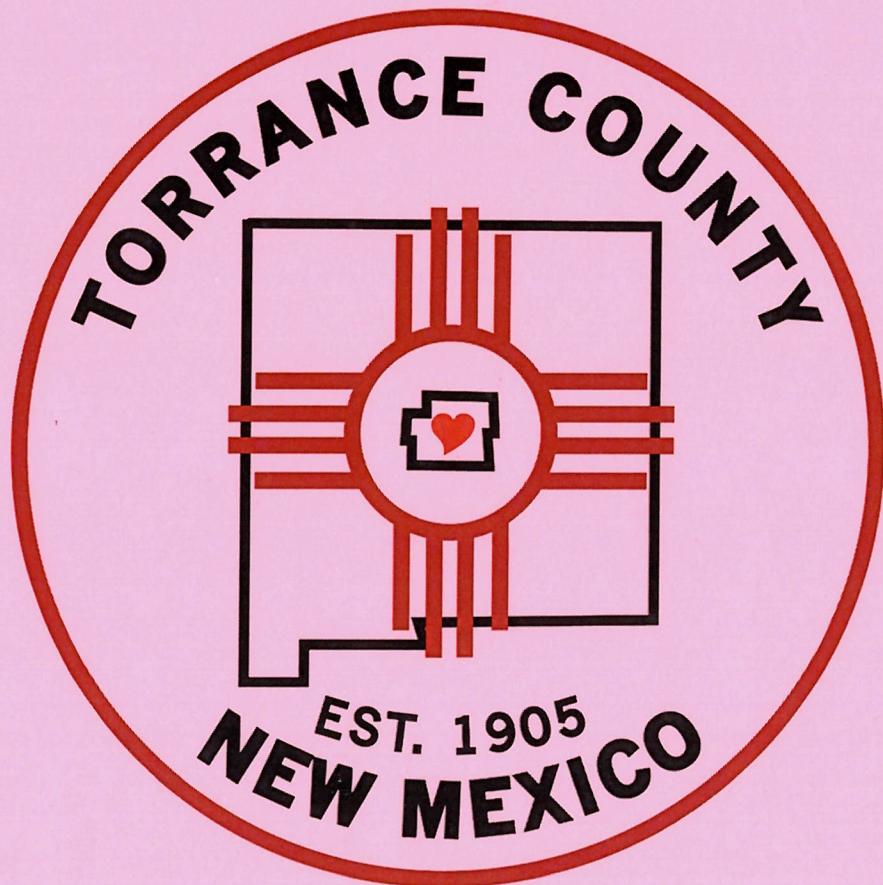
Kevin McCall, District I

Ryan Schwebach, District II

Attest:

Linda Jaramillo, District III

Sylvia Chavez, County Clerk



**TORRANCE COUNTY
COMMISSION MEETING**

**Agenda Item
No. 12 D**



Outlook

Fw: Road department vehicles

From Leonard Lujan <leonardl@tcnm.us>

Date Wed 2/4/2026 1:28 PM

To Mellisa Madrid <mmadrid@tcnm.us>

Qouto on trucks

From: Davila, Cesar A <Cesar.A.Davila@efleets.com>

Sent: Wednesday, January 14, 2026 1:10 PM

To: Leonard Lujan <leonardl@tcnm.us>

Subject: RE: Road department vehicles

Leonard,

Here is what it would look like if you got a 1500 truck with headache rack and toolbox, with 5.3 v8 engine. I included a regular cab and crew cab.

YMMS	2026 Chevrolet Silverado 1500 Work Truck 4x4 Regular Cab 8 ft. box 139.6 in. WB CK10903	2026 Chevrolet Silverado 1500 Work Truck 4x4 Crew Cab 6.6 ft. box 157 in. WB CK10743
Engine	5.3L EcoTec3 V8 (Fleet)	5.3L EcoTec3 V8 (Fleet)
Acquisition Cost	\$43,320	\$45,545
Manufacturer Incentive	\$3,000	\$4,900
Monthly Payment With Tax	\$822.82	\$864.95
Monthly Payment with Tax & Products	\$884.17	\$926.30
Lease Term	60 Months	60 Months
Holding Period	5 Years	5 Years
Annual Mileage	10,000	10,000
Cost Per Mile	\$1.07	\$1.10
RBV at Term	\$8,231	\$8,653
Expected Sales Price at Holding End	\$19,158	\$20,931
Estimated Equity at Term	\$10,927	\$12,278



Cesar Davila

Client Strategy Manager

New Mexico/Colorado/El Paso

(505) 269-9225 cell

Cesar.A.Davila@efleets.com

Enterprise Fleet Management, Inc.

<https://www.efleets.com>

From: Leonard Lujan <leonardl@tcnm.us>

Sent: Tuesday, January 13, 2026 7:46 AM

To: Davila, Cesar A <Cesar.A.Davila@efleets.com>

Subject: Re: Road department vehicles

Yes, please!

Sent via the Samsung Galaxy XCover6 Pro, an AT&T 5G smartphone

Get [Outlook for Android](#)

From: Davila, Cesar A <Cesar.A.Davila@efleets.com>
Sent: Monday, January 12, 2026 5:45:14 PM
To: Leonard Lujan <leonardl@tcnm.us>
Subject: RE: Road department vehicles

Leonard,

So the Chevy 1500 Double Cabs order banks closed earlier this month. You can still order Regular Cab or Crew Cab 1500's. Would you be interested in any of those?



Cesar Davila

*Client Strategy Manager
New Mexico/Colorado/El Paso*

(505) 269-9225 cell
Cesar.A.Davila@efleets.com

*Enterprise Fleet Management, Inc.
<https://www.efleets.com>*

From: Leonard Lujan <leonardl@tcnm.us>
Sent: Monday, January 12, 2026 9:22 AM
To: Davila, Cesar A <Cesar.A.Davila@efleets.com>
Subject: Re: Road department vehicles

Can you give me quote on same trucks but 1500 with 5,3 motor

From: Davila, Cesar A <Cesar.A.Davila@efleets.com>
Sent: Monday, January 12, 2026 8:48 AM
To: Leonard Lujan <leonardl@tcnm.us>
Cc: Misty Witt <mwitt@tcnm.us>; Mellisa Madrid <mmadrid@tcnm.us>
Subject: Re: Road department vehicles

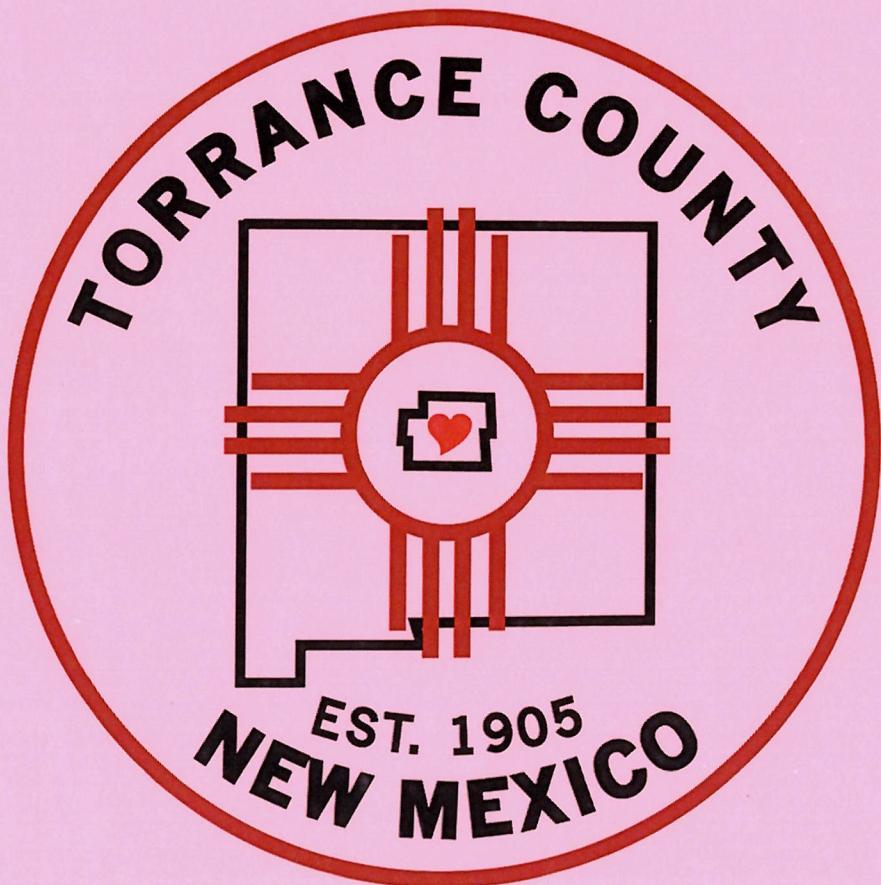
Good morning,

Got it. Here is the updated pricing with toolbox/headache rack

YMMS	2026 Chevrolet Silverado 2500HD Work Truck 4x4 Double Cab 6.75 ft. box 149 in. WB CK20753	2026 Chevrolet Silverado 2500HD Work Truck 4x4 Double Cab 8 ft. box 162 in. WB CK20953
Engine	6.6L Gas V8 w/Direct Injection & VVT	6.6L Gas V8 w/Direct Injection & VVT
Acquisition Cost	\$48,873	\$49,063
Manufacturer Incentive	\$3,600	\$3,600
Monthly Payment With Tax	\$927.98	\$931.57
Monthly Payment with Tax & Full Maintenance	\$991.71	\$995.30
Lease Term	60 Months	60 Months
Holding Period	5 Years	5 Years
Annual Mileage	10,000	10,000
Cost Per Mile	\$1.08	\$1.08
RBV at Term	\$9,286	\$9,322
Expected Sales Price at Holding End	\$27,860	\$27,964
Estimated Equity at Term	\$18,574	\$18,643

Cesar Davila
*Client Strategy Manager
New Mexico/Colorado/El Paso*

(505) 269-9225 cell
Cesar.A.Davila@efleets.com



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 12 E

BEST FRIENDS ANIMAL SOCIETY GRANT AGREEMENT

BACKGROUND

Best Friends Animals Society (“Best Friends”) is a 501(c)(3) nonprofit corporation based in Kanab, Utah, whose mission is No More Homeless Pets®. Best Friends feels privileged to help save lives by working with organizations and agencies by providing funding for specific grants and/or needs in its commitment to No Kill 2025.

Recipient is a 501(c)(3) nonprofit animal welfare charity or a municipal shelter which has submitted a grant request to Best Friends requesting to be awarded a grant pursuant to the below terms (the “Grant”). The Grant funds shall be disbursed upon receipt of the signed agreement and copy of the Recipient’s [IRS FORM W-9](#).

This grant agreement (“Agreement”) will govern the terms of the Grant. Each party shall be referred to herein individually as a “Party,” and collectively as the “Parties.” The Parties hereby agree to the following terms and conditions as of the date on which it is fully executed by both Parties (the “Effective Date”).

AGREEMENT

Grant Agreement Reference:

Recipient Business Name: Torrance County Animal Services

Recipient Contact Name: Danette Langdon

EIN: 85-6000257

Grant Name: Transport Support for Torrance County

Amount: \$5,000

Best Friends’ Representative: Desiree Triste-Aragon

Section 1. Use of Grant Fund.

Grant Proposal and Use of Funds (the “Project”)

To assist with additional medical care and transport costs for animals at Torrance County.

The “Term” of this Agreement, unless terminated pursuant to the language below will be from 1/1/2026 through 12/31/2026.

Grants will be provided in a one-time payment with Best Friends’ obligation to disburse initial funds conditional upon receipt of Recipient’s completed IRS Form W-9.

Grant Installments are set below:

Installment Number	Payment Date	Payment Amount
Payment #1	Within thirty (30) days upon receipt by BFAS of the executed Agreement and IRS Form W9.	\$5,000.00

Section 2. Recipient Requirements

- A. Recipient agrees to provide quarterly grant reports using forms provided by Best Friends that outline the use of the Grant funds. These grant reports must include impact reporting on programs agreed upon to help gauge success and inform further needed adjustments and any relevant success stories of animals helped through the program, or descriptions of how the Grant has impacted the target community.
- B. With the final grant report, Recipient will provide any relevant success stories of animals helped through the program, or descriptions of how the Grant has impacted the target community.
- C. Recipient is registered or will become registered with SHELTER PET DATA ALLIANCE (SPDA) website and submit MONTHLY DATA REPORTING INTO SPDA through the term of this Agreement.
- D. Recipient is a member or will become a member of the Best Friends Network and will maintain such membership through the Term of this Agreement.

Section 3. Grant Branding Terms and Promotion

Recipient shall cooperate with Best Friends regarding the promotion of the Grant and the Project. Both Parties may issue reports or statements to its members, the media, and the public about the Grant and the Project. This includes, but is not limited to websites, newsletters, press releases, magazine articles, blogs, and podcasts. Recipient shall reasonably cooperate with Best Friends staff, volunteer team leaders, and news or magazine writers in the production of such news content. Recipient agrees to cooperate with Best Friends and facilitate promotion of the Grant and the Project through the Best Friends website, newsletters, electronic news distributions, press releases, and other media outlets.

Section 4. Photo, Video, Digital and Audio Release

Recipient grants to Best Friends permission and rights to photograph, video, and audio record any of Recipient's programs or events for the duration of the Grant. Recipient grants Best Friends the right to indefinitely use such photographs, videos or digital images and voices. This release covers all photos, videos, and audio recordings made by Best Friends or its employees, contractors, or agents. Recipient understands and agrees that these photographs, videos, or digital images and recordings may be used by Best Friends in its sole discretion including for identification purposes, to promote or report about Best Friends events, activities, and mission; to raise donations, or for other purposes. This includes, but is not limited to, any royalties, proceeds, or other benefits derived from such images or recordings. This release remains in effect even after the end of this Agreement.

Recipient further agrees not to make any claim against Best Friends or its employees, contractors, or agents for the use of these photographs, videos or digital image or voice recordings. Recipient understands this Agreement releases and forever discharges Best Friends from any liability to Recipient, its successors, and assigns with respect to personal injury, property damage or other loss or damages that may result as a result from the making and use of photographs, videos or digital image or voice recordings.

Section 5. Non-Disparagement

During the Term of this Agreement and for one (1) year after this Agreement's termination, Recipient agrees to take reasonable commercial measures to ensure that its representatives and Recipient's official

media outlets do not make statements, including but not limited to social media posts, regarding the activities covered by this Agreement that are intended to or likely to bring Best Friends into disrepute.

Standard Terms

Section 6. Grant Recipient Representations and Warranties

Recipient represents and warrants as follows during the Term of this Agreement:

- A. Recipient is a qualified 501(c)(3) entity or government organization.
- B. Recipient acknowledges that its animal welfare activities may be governed by a variety of federal, state, and local laws. Recipient hereby warrants that it shall use its best efforts to comply with all applicable laws and shall not knowingly violate same.
- C. There are no claims, investigations, or proceedings in progress, pending or threatened against Recipient which, if determined adversely, would have a material effect on Recipient's ability to fulfill its obligations pursuant to this Agreement and there are no claims, investigations, or proceedings in progress, pending or threatened against Recipient which involve animal neglect or abuse.
- D. The individual signing this Agreement on behalf of Recipient is legally competent to enter into this Agreement duly authorized to do so by the Recipient.

Section 7. Grant Restrictions

In addition to abiding by the requirement that the Grant funds be used in furtherance of the program described in Recipient's grant application, Recipient specifically agrees that no portion of the Grant funds will be used for any of the following: (i) to lobby or otherwise attempt to influence legislation; (ii) to influence outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office or conduct, directly or indirectly; (iii) to support or oppose any elected official or candidate for public office or on any particular issue.

Section 8. Termination

Recipient may terminate this Agreement upon providing ten (10) business days written notice to Best Friends in the event of the following events of default:

- (i) By its actions or statements, Best Friends materially harms Recipient as determined by Recipient in its reasonable judgment;
- (ii) Best Friends files for bankruptcy, sells, assigns, or transfers the majority of its assets to another entity, or ceases to operate as a nonprofit corporation.

Best Friends may terminate this Agreement upon providing ten (10) business days written notice to the Recipient in the event of the following events of default:

- (i) By its actions or statements, Recipient materially harms Best Friends as determined by Best Friends in its reasonable judgment;
- (ii) Recipient files for bankruptcy, sells, assigns, or transfers the majority of its assets to another entity, or ceases to operate as a nonprofit corporation (if a nonprofit corporation); or
- (iii) Recipient fails to perform its commitments as set out in this Agreement, including, in the reasonable judgment of Best Friends, failing to carry out the Project with reasonable diligence to meet the goal of saving as many animal lives as possible or has not worked in good faith with professionalism to achieve the mutually agreed upon Goals.

In the event Best Friends terminates this Agreement pursuant to this section, Best Friends, has no obligation to pay Recipient any grant payment not yet due at the time of the notice of such termination.

Section 9. Intellectual Property License

For the Term of this Agreement, Recipient grants Best Friends a non-exclusive, royalty free license to use Agency's name and/or logo to promote Agency's lifesaving activities associated with the Grant and the Project. Other than the foregoing, neither Party may use the other Party's logos, trademarks, or other intellectual property without express written permission of the other Party.

Section 10. Release

To the full extent permitted by law, the Recipient, their directors, officers, employees, representatives, agents, successors, and assigns, agree never to bring a claim or suit against Best Friends relating to the Grant and the Project. The Recipient agrees Best Friends and its directors, officers, employees, representatives, agents, contractors, successors and assigns ("Releasees") are not responsible for any of the decisions, plans, guidelines, work, or activities related to or arising from the Grant and the Project. The Recipient releases Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from all liability arising from any work or activities related to the Grant and the Project. The Recipient understands this Agreement discharges Releasees from any liability to the Recipients with respect to bodily injury, personal injury, illness, death, property damage or other loss of any kind or nature whatsoever, direct, or indirect, known or unknown, that may result as a result of the Recipient's work, participation and activities related to this Grant and the Project.

Section 11. Indemnity Agreement

To the full extent permitted by law, the Recipient and their directors, officers, agents, employees, representatives, successors and assigns, agree to indemnify and hold Releasees harmless for all bodily injury, personal injury, illness, death, property damage or other losses of any kind or nature whatsoever, direct or indirect, known or unknown, including attorney's fees and costs of litigation that result to anyone else or any other entity because of Recipient's actions or omissions related to the Grant and the Project or any breach by Recipient of this Agreement. This includes lone acts or omissions by the Recipient as well as the combined acts of the Recipient with others.

Section 12. Proprietary Information

Recipient acknowledges and agree that the following constitute "Proprietary Information": any secret or proprietary information relating direction to Best Friends business, including, but not limited to, the Best Friends Network and donation process, services, members, donor and volunteer lists, business policies, employment records and policies, operational methods, marketing plans and strategies, business development plans, new personnel acquisition plans, technical processes, designs and design projects, inventions and research programs, trade know-how, trade secrets, specific software, algorithms, computer processing systems, object and source codes, user manuals, systems documentation, and other business and financial affairs of Best Friends. It is not anticipated that Recipient will have access to Best Friends

proprietary information as a result of this Agreement. Nonetheless, Recipient acknowledges and agrees that in the event Recipient learns of or comes into possession of any Best Friends proprietary information, Recipient will notify Best Friends and return said information. Recipient agrees that they will not use, supply or disclose any Proprietary Information it happens to learn of to any third party.

Section 13. No Third-Party Beneficiaries

Nothing in this Agreement shall be construed to give any person or entity other than the Parties to this Agreement any legal or equitable claim, right or remedy; rather, this Agreement is intended to be for the sole and exclusive benefit of the Parties hereto.

Section 14. Survival of Terms

The intellectual property rights, including the rights to use photos, digital, audio and video materials, agreed to in this agreement are perpetual. The releases are perpetual. The agreement to maintain Proprietary Information confidential is perpetual. The Non-Disparagement clause survives for one (1) year following the termination of this Agreement.

Section 15. Other Terms

The provisions in this Agreement bind the successors and assigns of Recipient. Each term of this Agreement is material. Recipient agrees that in the event that any clause or provision of this Agreement shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Agreement. This is the entire agreement between the Parties and supersedes any other verbal or written statements, representations, or promises.

This Agreement shall not be construed to constitute any form of partnership, agency, or joint venture between Best Friends and Recipient. Neither Party is responsible in any way for the debts of the other or any other party, or any breach of any law, rule, regulation, complaint, grievance, custom, or guideline of the other. Neither Party has authority to bind the other to any contractual or other agreements and in no event shall either Party represent or hold itself out as acting on behalf of the other Party hereto.

[The remainder of this page is left intentionally blank. The signature page follows.]

By signing below, Recipient and Best Friends acknowledge and agree to the terms of this Agreement. If signing electronically, the Parties acknowledge that they have read this Agreement and indicate their intent to electronically sign and be bound by the terms and conditions therein. They agree that their electronic signatures are intended to authenticate this writing and to have the same force and effect as a manual signature for purposes of validity, enforceability, and admissibility.

Torrance County Animal Services

Signature:

Printed Name: Danette Langdon

Title:

Date Signed:

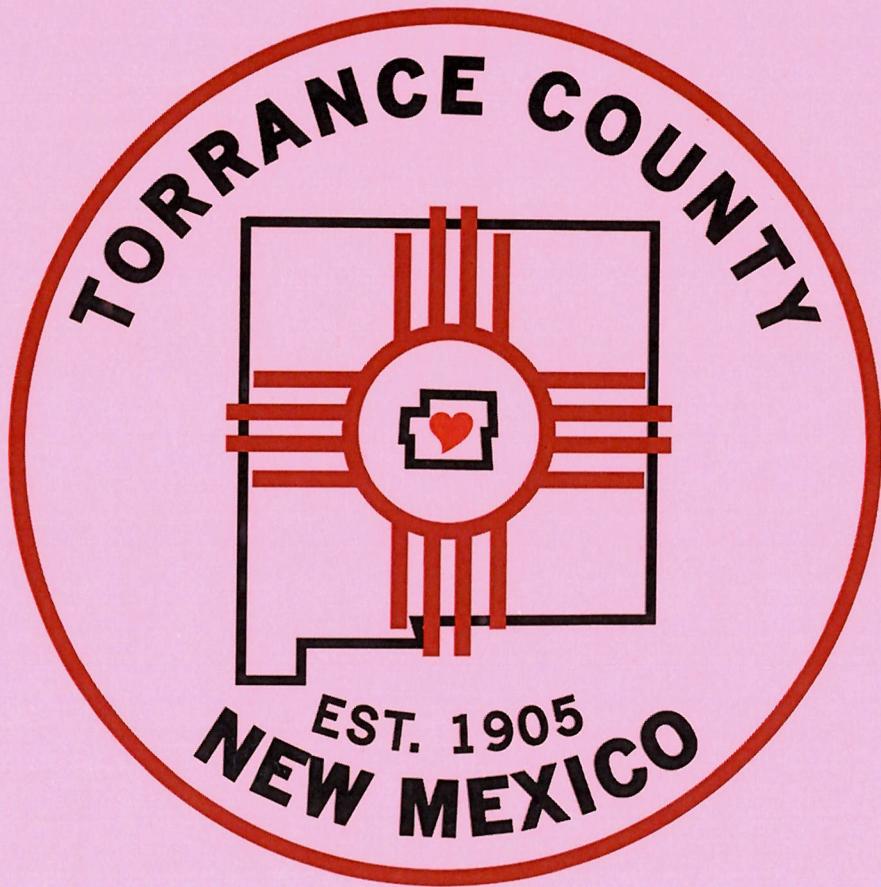
Best Friends Animal Society

Signature:

Printed Name:

Title: Regional Director

Date Signed:



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 12 F

**MEMORANDUM OF UNDERSTANDING
BETWEEN
TORRANCE COUNTY
AND
THE PROFESSIONAL FIREFIGHTERS OF TORRANCE COUNTY
IAFF LOCAL 5441**

This MEMORANDUM OF UNDERSTANDING (“MOU”) is made and entered into by and between the Torrance County, a political subdivision of the State of New Mexico, (hereafter referred to as the “County”) and the Professional Firefighters of Torrance County IAFF Local 5441 (hereafter referred to as “Union”), (collectively referred to as the “Parties”).

WHEREAS, the Parties have entered into a Collective Bargaining Agreement (“CBA”); and

WHEREAS, the Parties have agreed to address certain issues in an MOU outside of the CBA related to voluntary and mandatory overtime; and

WHEREAS, the Parties have met and conferred regarding voluntary and mandatory overtime and have come to agreement to address voluntary and mandatory overtime pursuant to this MOU to address the staffing needs of the Torrance County Fire Department.

NOW, THEREFORE, the Parties agree to the following:

- I. *Term of MOU.* This MOU is effective upon the date of the last signature of the Parties. This MOU shall remain in full force and effect until amended or terminated by the Parties.
- II. *Assignment of Overtime*
 - A. Voluntary Overtime
 - i. County will follow current CBA requirements regarding voluntary and mandatory overtime.
 - ii. In the event no personnel have signed up for an open shift twenty-four (24) hours prior to the start of the shift, then the open shift can be opened up to Lieutenants prior to Mandatory overtime being assigned.
 - iii. In emergency situations when there is not enough staff to mandate a Firefighter to fill an overtime shift then a Lieutenant can be fill that shift.

Severability

In case any one or more of the provisions contained in this MOU or any application thereof shall be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other. Application thereof shall not in any way be affected or impaired thereby.

IN WITNESS WHEREOF, each Party has executed this agreement on the date indicated by the signature.

Ryan Schwebach, Chair – County Commission

Date

Michael Garcia, Torrance County Attorney

Date

Julie Fill, President, Local 5441

Date



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 13 A



Quote 301628-01

Feb 03, 2026

TORRANCE MANAGEMENT OFFICE
COUNTY ROAD DIVISION
PO BOX 48
ESTANCIA, New Mexico 87016

Attention: LEONARD LUJAN

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration. Quoted off of Sourcewell Contract #011723-CAT.

Caterpillar Model: 140LVR4-B Motor Grader

STOCK NUMBER: SERIAL NUMBER: YEAR: HOURS:

We appreciate the opportunity to extend this quote. Pricing is subject to change based on manufacturer changes to cost and availability. If there are any questions, please do not hesitate to contact me.

Regards,
Jacob Earnest
Sales Representative
Wagner Equipment Co.

Caterpillar Model: 140LVR4-B Motor Grader

STANDARD EQUIPMENT

POWERTRAIN -Air cleaner, dry radial seal with -service indicator and automatic -dust ejector -Air-to-air after cooler (ATAAC) -Belt, serpentine, automatic tensioner -Brakes, oil disc, four-wheel, hydraulic -Demand fan with reversing, hydraulic -Differential, lock/unlock -Electronic over-speed and under-speed -protection -Parking brake, disc, hydraulic -Sediment drain, fuel tank -Transmission, 8 speed forward and -6 speed reverse with Finish Grading -gear, power shift, direct drive -VHP Plus (Variable Horse Power Plus)

ELECTRICAL -Alarm, back-up -Batteries, maintenance free, -heavy duty, 1125 CCA -Breaker panel -Hydro Mechanical valve -Electrical system, 24V -Lights, reversing, LED -Starter, electric

OPERATOR ENVIRONMENT -Air Conditioning with heater -Articulation -Centershift pin indicator -Display, digital speed and gear -Doors, left and right -Gauge, machine level -Gauges (digital) inside the cab --Fuel --Articulation --Engine coolant temperature --Engine RPM --Hydraulic oil temperature --DEF/AdBlue -10" Digital operator information -system -Meter, hour, digital -Power port, 12V -ROPS cab, ISO 6394 Sound -Storage area for cooler/lunchbox -Throttle control, electronic -Windows laminated glass: --Fixed front with intermittent wiper --Door with intermittent wipers (3) -Windows tempered: --Left and right side wipers --Rear with intermittent wiper -Cab storage -

TECHNOLOGY PRODUCTS -RADIOS -Authorization varies by country, -please contact your Cat marketing -representative with questions or click -on the on the -<https://Catdealer.com/certification> -PRODUCT LINK -Availability varies by country, -please contact your Cat marketing -representative with questions.

SAFETY AND SECURITY -Clutch, circle drive slip -Doors engine compartment -(two left hand -two right hand) locking -Doors, 2 service, left & right locking -Ground level engine shutdown -Hammer (emergency exit) -Horn, electric -Secondary steering -Tandem walkway/guards

TIRES, RIMS, AND WHEELS -A partial allowance for tires on -(254mm x 609.6mm (10" x 24") -multi-piece rims is included in the -base machine price and weight.

FLUIDS -Antifreeze -Extended life coolant -40C/-40F

OTHER STANDARD EQUIPMENT -Accumulators -brake -dual certified -Fluid check, ground level -Fuel tank, 371 liters (98 gallon) -Ground level fueling -DEF/AdBlue Tank, 17 liters (4.5 gallon) -Hydraulics for Base 10 Functions --Machine articulation, --Wheel lean, --Left and right blade lift with -independent float --Drawbar centershift, --Circle drive --Blade sideshift --Blade tip --Ripper --Front lift -One set of hydraulic lines supplied to -front and one set to rear for FL/RIP. -Pump, hydraulic, -Radiator, cleanout access (both sides -with swing doors) -SOS ports --Engine --Hydraulic --Transmission --Coolant --Fuel -Tool box -Tandem -

MACHINE SPECIFICATIONS

140LVR 16A AWD T4 MOTOR GRADER
LANE 3 ORDER
REGIONAL PACKAGE, GENERAL
MOLDBOARD, 14' PLUS
CUTTING EDGE, 14' BLADE
END BITS, OVERLAY
HITCH, TOWING (ANSI)
COLD WEATHER PLUS PACKAGE, AWD
ACCUMULATOR, NO ARO
DRAWBAR, TOP ADJUST
DRAIN, ECOLOGY AWD
BASE 10 + 2 (WM,WT)
JUMP START RECEPTACLE
ALTERNATOR, 200 AMP
STARTER, HEAVY DUTY
LIGHTS, REAR FOLD DOWN (ANSI)
HEADLIGHTS, LOW, RHT
LIGHTS, ROADING, LVR
HEATER GROUP
CAB, ROPS, PLUS
SEAT, PREMIUM, SUSPENSION, LVR
SEAT BELT
NO TECHNOLOGY PACKAGE
REFRIGERANT, R134A
NO LOCK OUT, CAB
RADIO GP, AM/FM/BT
PRODUCT LINK, CELLULAR PL243
NO CAT GRADE ARO, TOP AD
TIRES, 14.0R24 MX XGLA2 * G2 MP
FAN, REVERSING, AWD
CORE CLEANING, SWING
FILM GP - BRAZIL TAX
SERIALIZED TECHNICAL MEDIA KIT
DECALS, PICTOGRAPH (ANSI), LVR
LIGHTS, WORKING, PLUS, LED
INTEGRATED BEACONS
LIGHTS, SNOW, LED
SHADES / MIRROR GRP
LIGHTS, SERVICE, INTERNAL
TOOLBOX, DRAWBAR MOUNT
VISION, REAR
MIRRORS, EXTERNAL, HEATED, LVR
WIPER, FRONT LOWER AND REAR
GUARD, TRANSMISSION, W/O RIPPER
COVER, DEBRIS (MESH)
GUARD, WINDOW, LVR
HEATER, ENGINE COOLANT, 120V
STEP, ADDITIONAL ON REAR FRAME

PUSH PLATE, COUNTERWEIGHT
LINES GROUP, FRONT LIFT
TRANSMISSION, AUTOSHIFT
CIRCLE SAVER
COOLANT, -40C (-40F)
STORAGE PROTECTION
ROLL ON-ROLL OFF

SELL PRICE	\$363,200.00
SUBTOTAL	\$363,200.00
TOTAL	\$363,200.00

WARRANTY & COVERAGE

Standard Warranty: 12 Months Unlimited Hours, Parts and Labor (Travel Time included for the first 6 months)

Extended Coverage: 140 AWD_NEW-84 MO/5000 HR POWERTRAIN + HYDRAULICS + TECH

F.O.B/TERMS:

Albuquerque

PAYMENT TERMS**Cash Invoice Terms**

CASH WITH ORDER
\$363,200.00



Quote 301630-01

Feb 03, 2026

TORRANCE MANAGEMENT OFFICE
COUNTY ROAD DIVISION
PO BOX 48
ESTANCIA, New Mexico 87016

Attention: LEONARD LUJAN

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration. Quoted off of Sourcewell Contract #011723-CAT.

Caterpillar Model: 140LVR4-B Motor Grader

STOCK NUMBER: SERIAL NUMBER: YEAR: HOURS:

We appreciate the opportunity to extend this quote. Pricing is subject to change based on manufacturer changes to cost and availability. If there are any questions, please do not hesitate to contact me.

Regards,
Jacob Earnest
Sales Representative
Wagner Equipment Co.

Caterpillar Model: 140LVR4-B Motor Grader

STANDARD EQUIPMENT

POWERTRAIN -Air cleaner, dry radial seal with -service indicator and automatic -dust ejector -Air-to-air after cooler (ATAAC) -Belt, serpentine, automatic tensioner -Brakes, oil disc, four-wheel, hydraulic -Demand fan with reversing, hydraulic -Differential, lock/unlock -Electronic over-speed and under-speed -protection -Parking brake, disc, hydraulic -Sediment drain, fuel tank -Transmission, 8 speed forward and -6 speed reverse with Finish Grading -gear, power shift, direct drive -VHP Plus (Variable Horse Power Plus)

ELECTRICAL -Alarm, back-up -Batteries, maintenance free, -heavy duty, 1125 CCA -Breaker panel -Hydro Mechanical valve -Electrical system, 24V -Lights, reversing, LED -Starter, electric

OPERATOR ENVIRONMENT -Air Conditioning with heater -Articulation -Centershift pin indicator -Display, digital speed and gear -Doors, left and right -Gauge, machine level -Gauges (digital) inside the cab --Fuel --Articulation --Engine coolant temperature --Engine RPM --Hydraulic oil temperature --DEF/AdBlue -10" Digital operator information -system -Meter, hour, digital -Power port, 12V -ROPS cab, ISO 6394 Sound -Storage area for cooler/lunchbox -Throttle control, electronic -Windows laminated glass: --Fixed front with intermittent wiper --Door with intermittent wipers (3) -Windows tempered: --Left and right side wipers --Rear with intermittent wiper -Cab storage -

TECHNOLOGY PRODUCTS -RADIOS -Authorization varies by country, -please contact your Cat marketing -representative with questions or click -on the on the -<https://Catdealer.com/certification> -PRODUCT LINK -Availability varies by country, -please contact your Cat marketing -representative with questions.

SAFETY AND SECURITY -Clutch, circle drive slip -Doors engine compartment -(two left hand -two right hand) locking -Doors, 2 service, left & right locking -Ground level engine shutdown -Hammer (emergency exit) -Horn, electric -Secondary steering -Tandem walkway/guards

TIRES, RIMS, AND WHEELS -A partial allowance for tires on -(254mm x 609.6mm (10" x 24") -multi-piece rims is included in the -base machine price and weight.

FLUIDS -Antifreeze -Extended life coolant -40C/-40F

OTHER STANDARD EQUIPMENT -Accumulators -brake -dual certified -Fluid check, ground level -Fuel tank, 371 liters (98 gallon) -Ground level fueling -DEF/AdBlue Tank, 17 liters (4.5 gallon) -Hydraulics for Base 10 Functions --Machine articulation, --Wheel lean, --Left and right blade lift with -independent float --Drawbar centershift, --Circle drive --Blade sideshift --Blade tip --Ripper --Front lift -One set of hydraulic lines supplied to -front and one set to rear for FL/RIP. -Pump, hydraulic, -Radiator, cleanout access (both sides -with swing doors) -SOS ports --Engine --Hydraulic --Transmission --Coolant --Fuel -Tool box -Tandem -

MACHINE SPECIFICATIONS

140LVR 16A T4 MOTOR GRADER
LANE 3 ORDER
REGIONAL PACKAGE, GENERAL
MOLDBOARD, 14' PLUS
CUTTING EDGE, 14' BLADE
END BITS, OVERLAY
HITCH, TOWING (ANSI)
COLD WEATHER PLUS PACKAGE
ACCUMULATOR, NO ARO
DRAWBAR, TOP ADJUST
DRAIN, ECOLOGY
BASE 10 + 2 (WM,WT)
JUMP START RECEPTACLE
ALTERNATOR, 200 AMP
STARTER, HEAVY DUTY
LIGHTS, REAR FOLD DOWN (ANSI)
HEADLIGHTS, LOW, RHT
LIGHTS, ROADING, LVR
HEATER GROUP
CAB, ROPS, PLUS
SEAT, PREMIUM, SUSPENSION, LVR
SEAT BELT
NO TECHNOLOGY PACKAGE
REFRIGERANT, R134A
NO LOCK OUT, CAB
RADIO GP, AM/FM/BT
PRODUCT LINK, CELLULAR PL243
NO CAT GRADE ARO, TOP AD
TIRES,14.0R24 MX XGLA2 * G2 MP
FAN, REVERSING, TND
CORE CLEANING, SWING
FILM GP - BRAZIL TAX
SERIALIZED TECHNICAL MEDIA KIT
DECALS, PICTOGRAPH (ANSI),LVR
LIGHTS, WORKING, PLUS, LED
INTEGRATED BEACONS
LIGHTS, SNOW, LED
SHADES / MIRROR GRP
LIGHTS, SERVICE, INTERNAL
TOOLBOX, DRAWBAR MOUNT
VISION, REAR
MIRRORS, EXTERNAL, HEATED, LVR
WIPER, FRONT LOWER AND REAR
GUARD, TRANSMISSION,W/O RIPPER
COVER, DEBRIS (MESH)
GUARD, WINDOW, LVR
HEATER, ENGINE COOLANT, 120V
STEP, ADDITIONAL ON REAR FRAME

LINES GROUP, FRONT LIFT
PUSH PLATE, COUNTERWEIGHT
TRANSMISSION, AUTOSHIFT
CIRCLE SAVER
COOLANT, -40C (-40F)
STORAGE PROTECTION
ROLL ON-ROLL OFF

SELL PRICE	\$322,720.00
SUBTOTAL	\$322,720.00
TOTAL	\$322,720.00

WARRANTY & COVERAGE

Standard Warranty: 12 Months Unlimited Hours, Parts and Labor (Travel Time included for the first 6 months)

Extended Coverage: 140_NEW-84 MO/5000 HR POWERTRAIN + HYDRAULICS + TECH

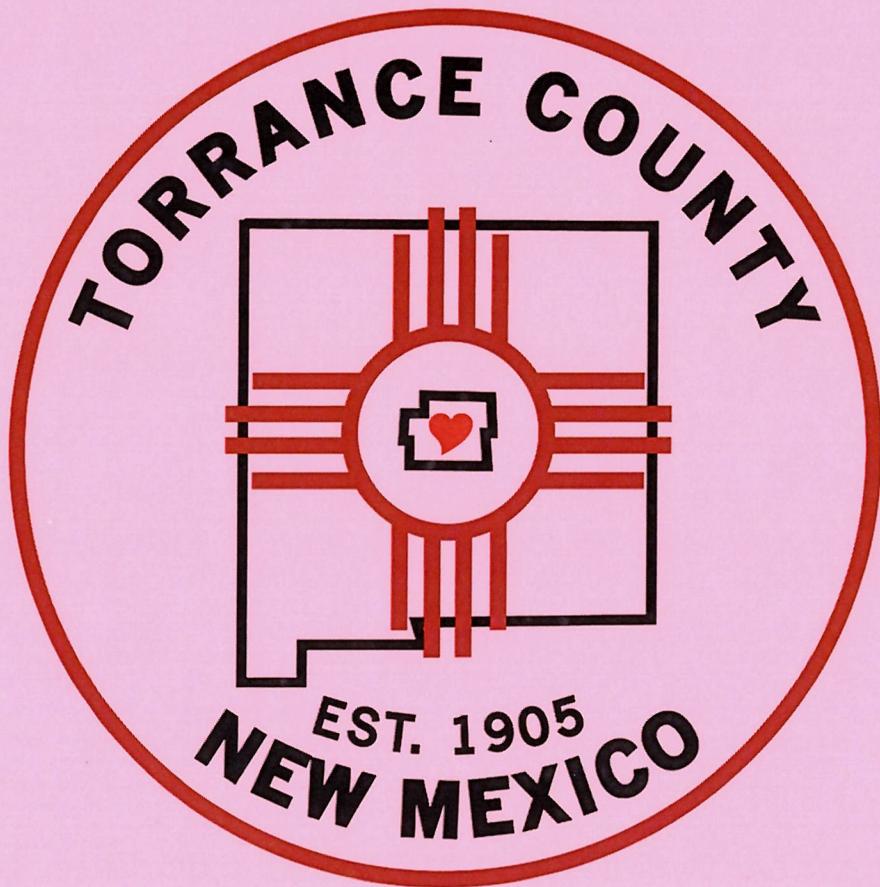
F.O.B/TERMS:

Albuquerque

PAYMENT TERMS**Cash Invoice Terms**

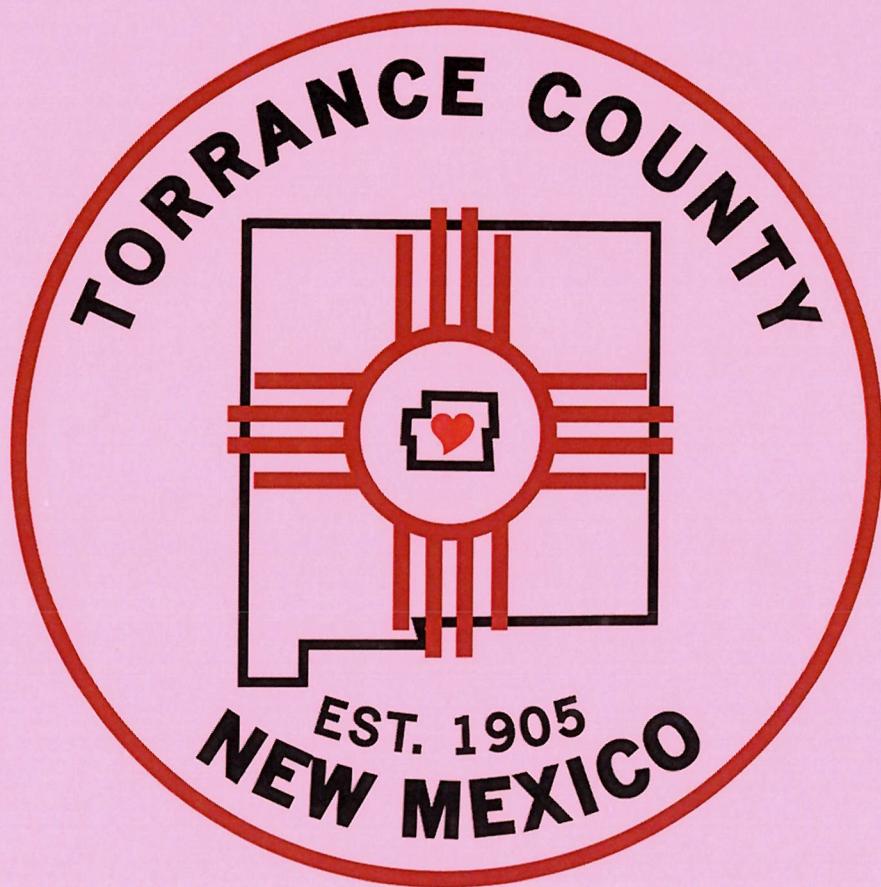
CASH WITH ORDER

\$322,720.00



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 13 B



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item

No. 13 C

TCDF Closure - Economic Impact

Increased Operational Costs

		Notes:
Staff	\$ 240,000	3 New Transport Officer
Fuel	\$ 12,000	Fuel for Transport Vehicle
Increased Vehicle Maintenance	\$ 7,500	Maintenance for Transport Vehicles
Increased Detention	\$ 2,131,126	Increase Detention Costs at TCDF
Transport Vehicles	\$ 190,000	One time expenditure for 2 new Transport Vehicles
<i>Total</i>		\$ 2,580,626

Decreased Revenues

Revenue

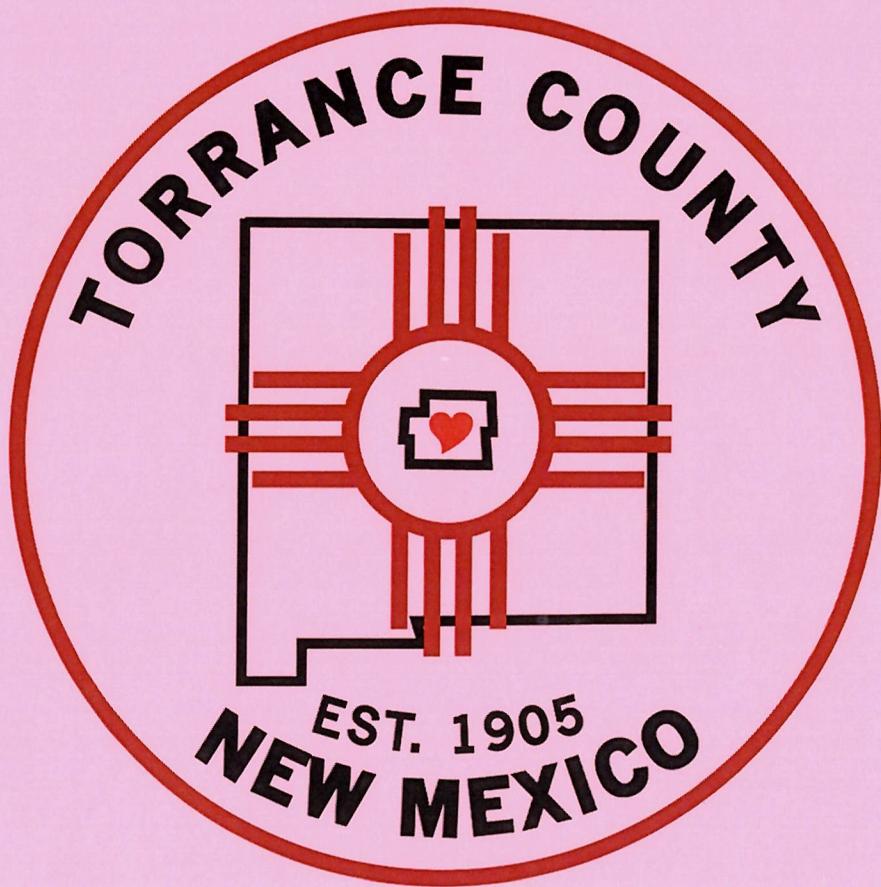
		Notes:
Property Tax	\$ 16,999	Property Taxes for TDCF
GRT	\$ 312,000	County GRT Loss at TCDF
<i>Total</i>		\$ 328,999

County Economic Impact

		Notes:
Total Economic Impact (Yr-1)	\$ 2,909,625	One Time Vehicles
Total Economic Impact (Yr-2)	\$ 2,719,625	Flat Cost
Total Economic Impact (Yr-3)	\$2,814,811.36	3.5% Inflation
Total Economic Impact (Yr-4)	\$2,913,329.76	3.5% Inflation
Total Economic Impact (Yr-5)	\$3,015,296.30	3.5% Inflation

Current Inmate Costs

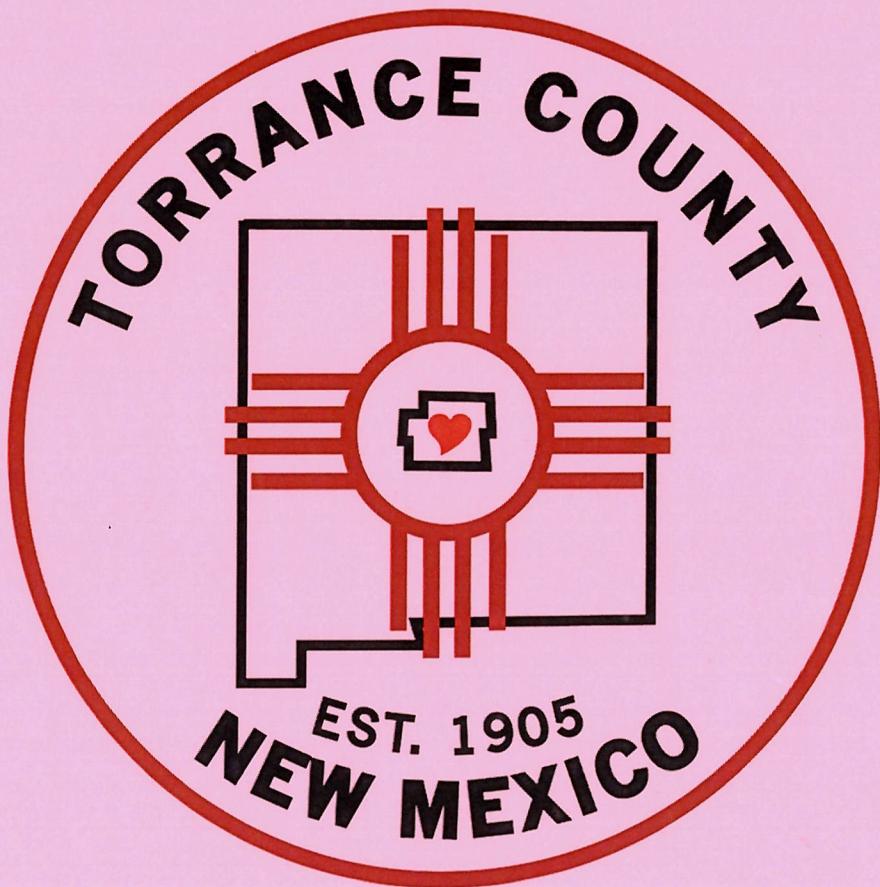
TCDF	61.18
SFC	228
	166.82



**TORRANCE COUNTY
COMMISSION MEETING**

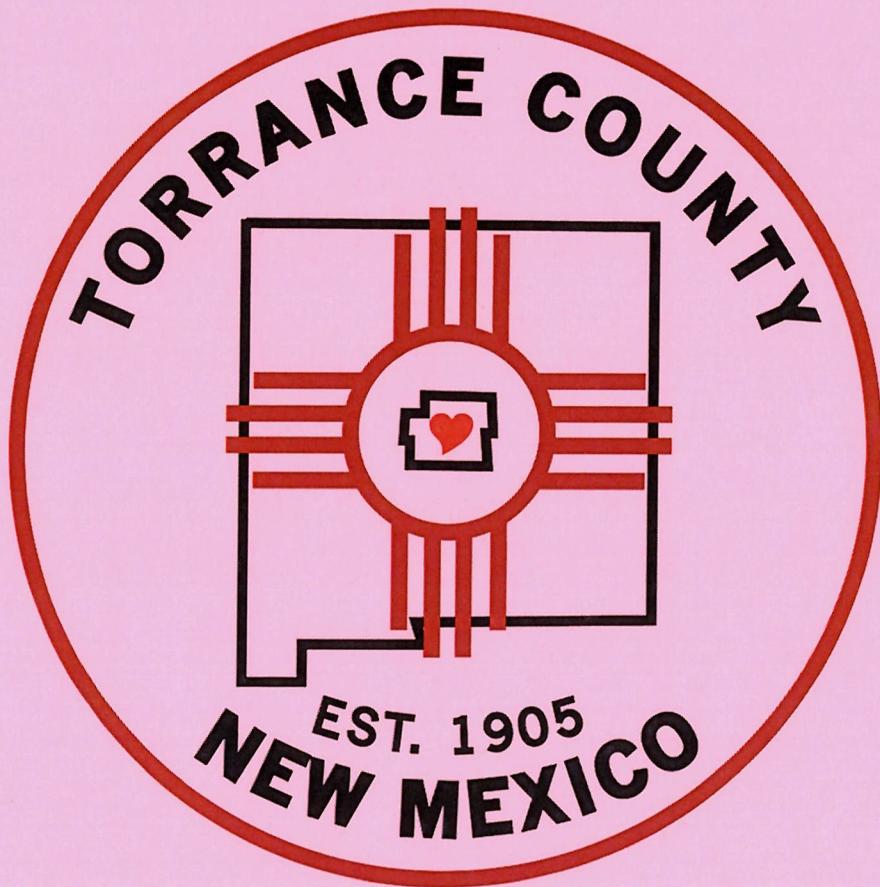
Agenda Item

No. 13 D



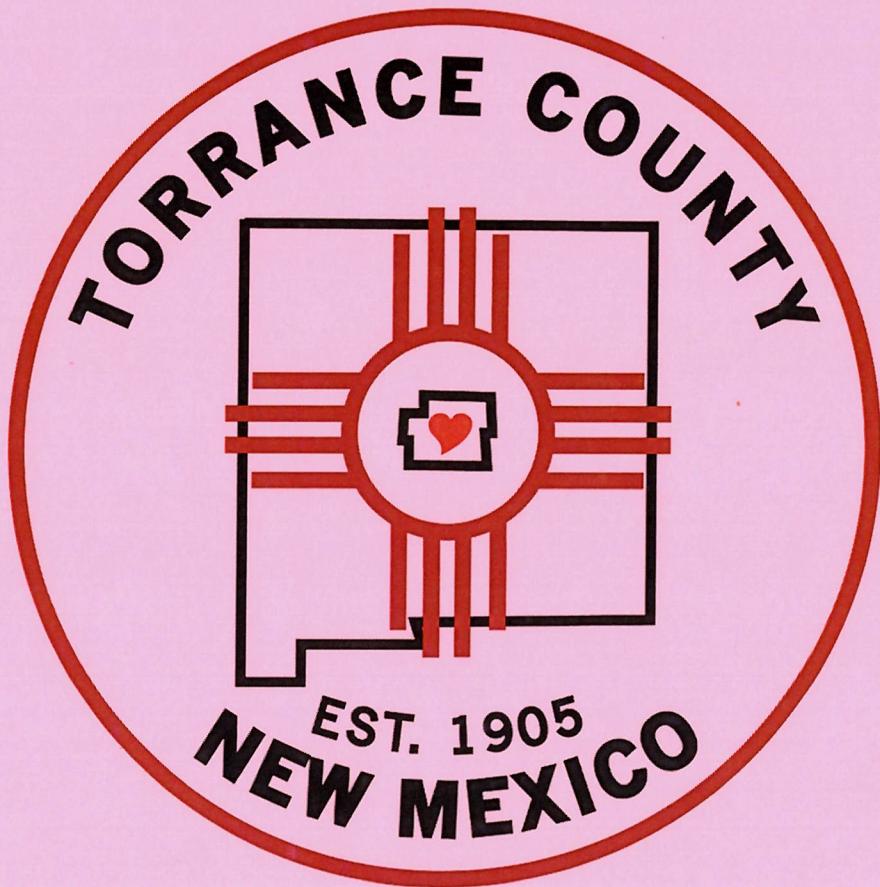
**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item
No. 13 E



**TORRANCE COUNTY
COMMISSION MEETING**

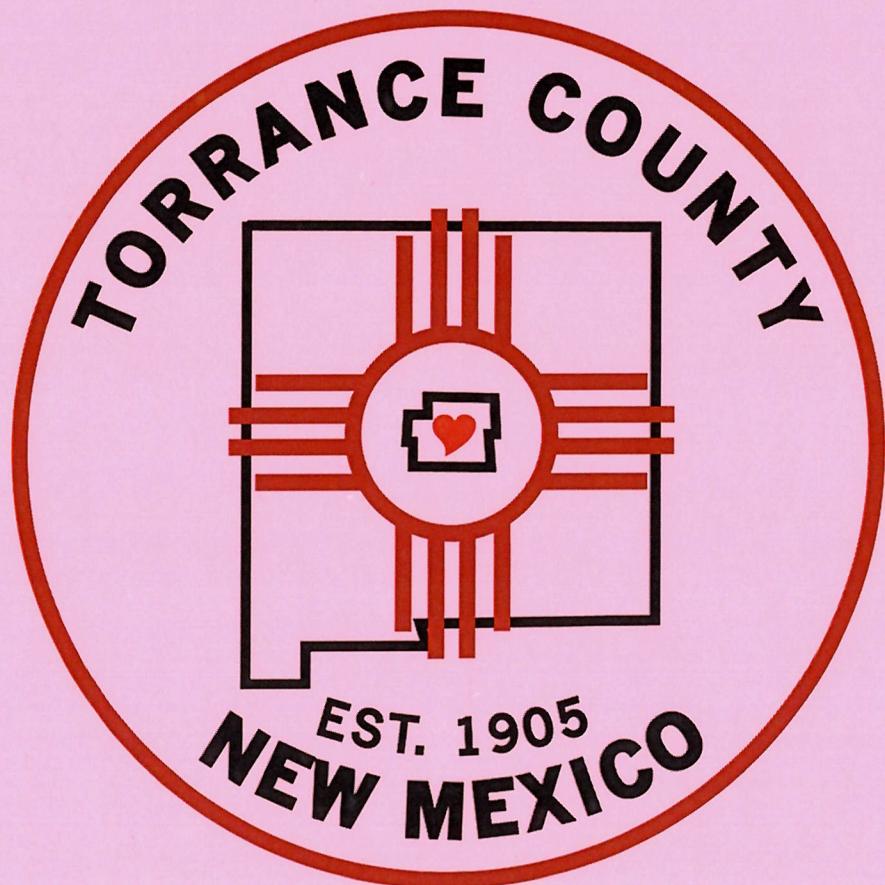
Agenda Item
No. 13 F



**TORRANCE COUNTY
COMMISSION MEETING**

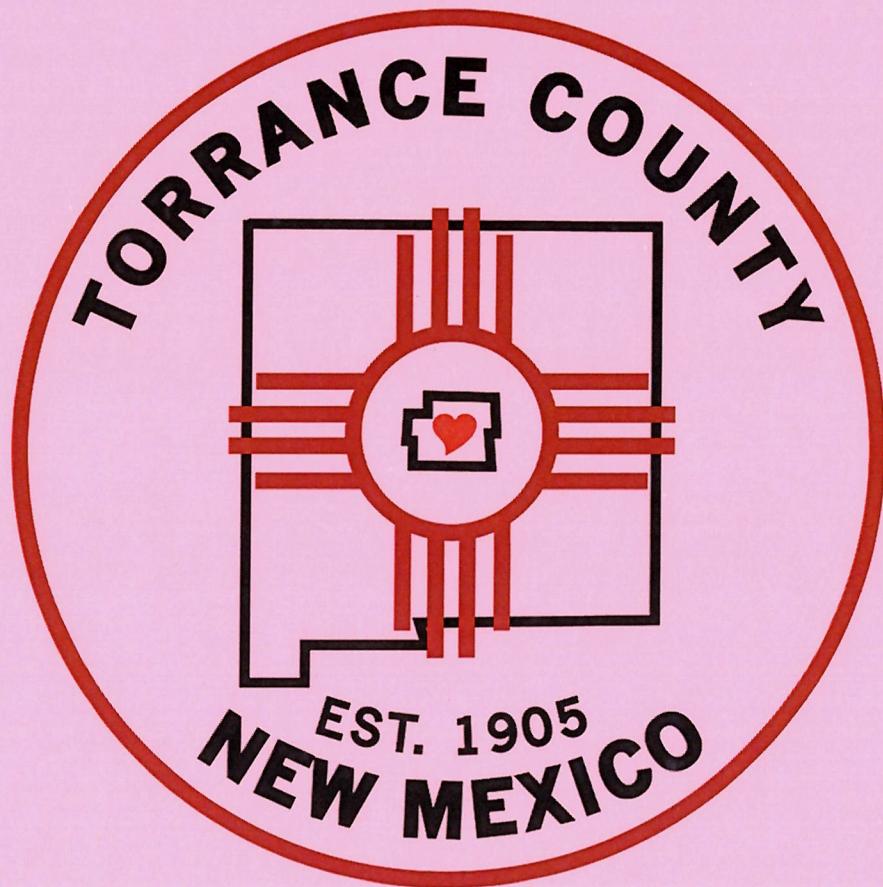
Agenda Item

No. 13 F



**TORRANCE COUNTY
COMMISSION MEETING**

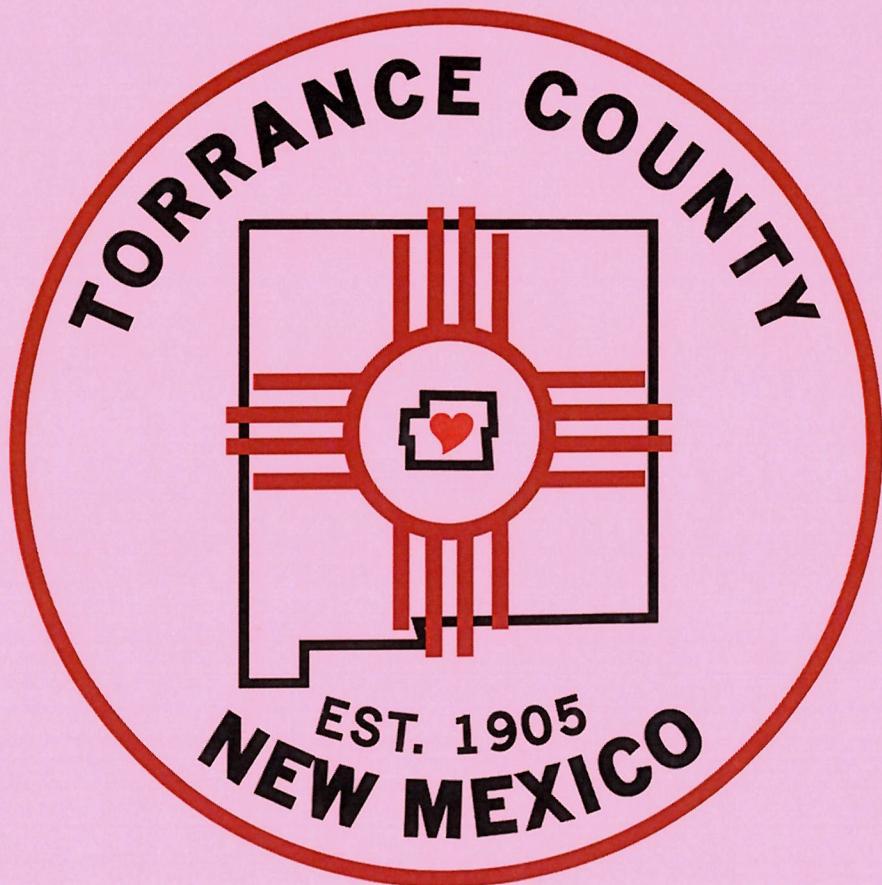
Agenda Item
No. 13 G



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item

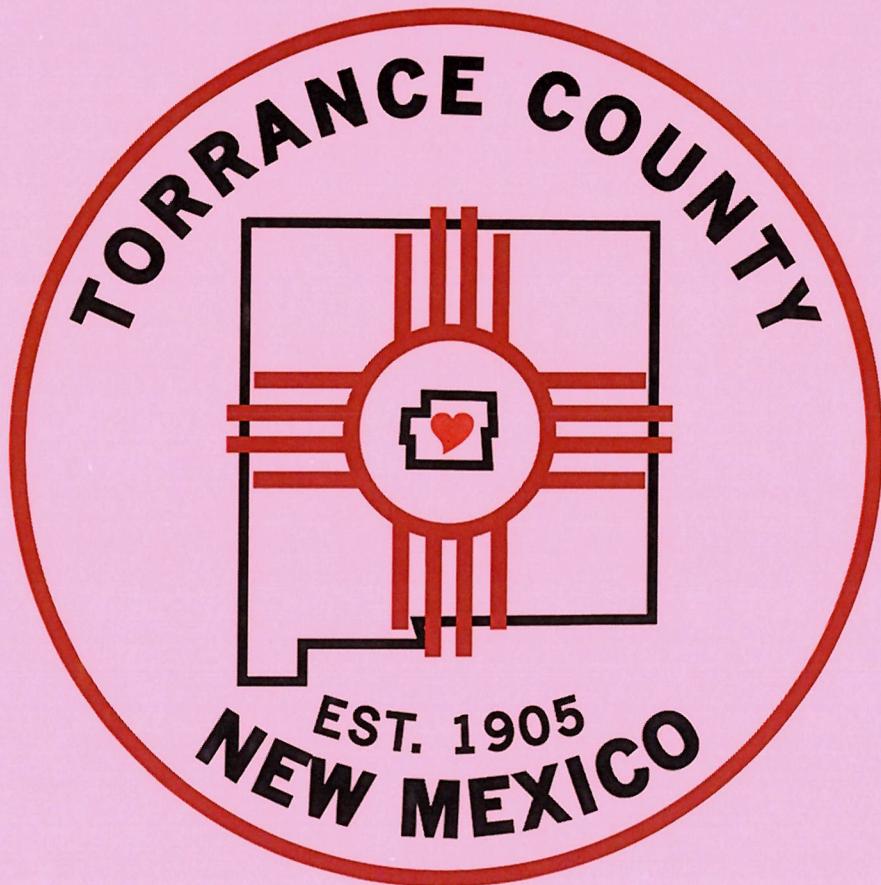
No. 14



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item

No. 15



**TORRANCE COUNTY
COMMISSION MEETING**

Agenda Item

No. 16