



BOARD OF COMMISSIONERS

T. Walter Jaramillo
Chairman

Robert Armijo
1st Vice Chairman

Jack Moleres
2nd Vice Chairman

Patrick Simpson
Commissioner

Lloyd F. Felipe
Commissioner

Special Meeting
November 21, 2016
12:30 p.m.
Cibola County Convention Room

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Prayer**
5. **Approval of Agenda**
6. **Action Items – Action May Be Taken**
 - a. Consideration to Purchase the Dispatch Consoles
 - b. Consideration of Resolution 16-54 Non-Recurring Addition to Payroll
7. **Announcements**

The next Regular Commission Meeting will be held on Wednesday, November 30, 2016 at 5:00 p.m. immediately following the Board of Finance Meeting in the County Convention Room.
8. **Adjournment**



**CIBOLA COUNTY
BOARD OF COUNTY COMMISSIONERS
RESOLUTION 16-54**

**CIBOLA COUNTY COMPENSATION PLAN FOR A NON-REOCCURRING ADDITION
TO PAYROLL AND EMPLOYEE ELIGIBILITY REQUIREMENTS
FOR THE SAME**

WHEREAS, the County of Cibola is a subdivision of the State of New Mexico existing by and under the Constitution and Laws of the State of New Mexico; and,

WHEREAS, NMSA 1978 Section 4-38-19 (A) (1973) provides in part that, “[a] board of county commissioners may set the salaries of such employees and deputies as it feels necessary to discharge the functions of the county. . .” and,

WHEREAS, the County of Cibola, may, “. . . consistent with the constitution, pay its employees a bonus or one-time salary increase if the bonus or increase and the criteria for receiving it were included in the employees’ compensation plan or agreement before the services [a]re rendered.” See, e.g. Att’y Gen. Letter Op. Cisco McSorley, 2004 WL 1988102 (June 4, 2004).

WHEREAS, by adoption of this resolution, the Board of County Commissioners will provide to its employees a one-time increase in an amount up to the value of six hundred dollars (\$600.00); and,

WHEREAS, this payroll increase being provided based on the dedication and support of our employees, in recognition of the meaningful work they perform for the citizens of this County, in exchange for their continued and future service to the County, and to retain qualified employees who may otherwise be forced to seek other employment outside of the County, and,

NOW THEREFORE, BE IT RESOLVED, by the Cibola County Board of County Commissioners that to be eligible for the non-reoccurring addition to payroll an employee must meet the following conditions:

This one-time payroll addition for FY 16-17 will be distributed to those County of Cibola employees who are in county service from December 31, 2015 thru December 31, 2016.

This includes:

- Full-Time Non-Probationary Employees = 100%
- Part-Time Non-Probationary Employees = 50%

Elected Officials, their Chief Deputies are excluded from this compensation plan and distribution.

The County Manager is directed to take all necessary steps to effectuate the payroll addition as directed. The Manager is further authorized to present the proposed addition to the bargaining units and execute any required MOU. Absent an MOU with the bargaining units, their employees are excluded from this compensation plan and distribution.

NOW THEREFORE, BE IT FURTHER RESOLVED, by the Cibola County Board of County Commissioners that the terms of this addition to payroll is contingent upon sufficient appropriations and authorization being made by this Board and that such increase is approved by the New Mexico Department of Finance, if necessary. If sufficient appropriations are not made by the governing body this Resolution shall be void.

APPROVED, ADOPTED, AND PASSED on this 21st day of November, 2016.

BOARD OF COUNTY COMMISSIONERS

T. Walter Jaramillo, 1st Chairman

Patrick Simpson, 1st Vice-Chairman

Lloyd F. Felipe, 2nd Vice Chairman

Robert Armijo, Commissioner

Jack Moleres, Commissioner

Attest:

Elisa Bro, County Clerk

Frances Medina

From: DC Greer <DC.Greer@govcap.com>
Sent: Wednesday, November 16, 2016 12:58 PM
To: Frances Medina
Cc: Marti Sauls; Susan Harbaugh
Subject: Financing request

Ms. Medina

Unfortunately, we will not be able to extend credit at this time due to the financial struggles of the County.

Regards

D.C. Greer

D.C. GREER | VICE PRESIDENT



90 SANDALWOOD TR | BROOKHAVEN, MS 39601
OFFICE: 800-561-0461
CELL: 601-754-5951
WWW.GOVCAP.COM

**GOVERNMENT CAPITAL****SIMPLICITY PROGRAM***Return completed application with required financial information.*

Legal Name of Obligor: County of Cibola		Fed. Tax ID #: 85-0291095	
Address: 515 W High Street			
City: Grants	County: Cibola	State: New Mexico	Zip: 87020
Contact Person: Joseph Sanders		Title: Finance Director	
Phone: (505) 285-2516		Fax: (505) 285-5434	
Email Address: jssanders@co.cibola.nm.us		Alt Contact Email Address: frances.medina@co.cibola.nm.us	
Alternative Contact Person: Frances R Medina		Title: CPO Phone: (505) 285-2513	
Date municipal entity was established June 19, 1981		Does the obligor self-insure for property & liability insurance? Yes	
Total Cost of Equipment/Project: \$46,866.00		Term (years): 3 (three)	
*Down Payment: \$ 0.00		Source of Down Payment: N/A	
Trade In: \$ 0.00		Payment Amount: \$ 17,052.26 Year Delivery Date:	
Other: \$ 0.00		Payment Due: May 2017 <input type="checkbox"/> Advance <input type="checkbox"/> Arrears	
Amount to Finance: \$		Payments: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual	
*Obligor's down payment should be made before or at delivery. Proof of down payment is required prior to payment of any contract proceeds, unless otherwise negotiated.			
Has the obligor paid, or does obligor intend to pay, a vendor for any portion of the equipment being financed with the intent of being reimbursed with proceeds from this financing? <input type="checkbox"/> Yes <input type="checkbox"/> No			
How will the contract payments be made? <input type="checkbox"/> P-Card *Add'l Fees Will Apply* <input type="checkbox"/> Check <input type="checkbox"/> ACH <input type="checkbox"/> Other (specify)			
What fund will the remaining contract payments be made from? <input type="checkbox"/> General <input type="checkbox"/> Special (specify)			
Will any federal monies be applied to the contract payments? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain.			
Equipment Description:			
New Equipment: <input type="checkbox"/> Yes <input type="checkbox"/> No		If no, list age of equipment or date manufactured:	
Refurbished: <input type="checkbox"/> Yes <input type="checkbox"/> No		Year:	
Replacement: <input type="checkbox"/> Yes <input type="checkbox"/> No		Age of current equipment: Year purchased:	
If not a replacement, why is the equipment needed?			
Buyout Included: <input type="checkbox"/> Yes <input type="checkbox"/> No		Amount of buyout included: \$	
Soft Costs Included: <input type="checkbox"/> Yes <input type="checkbox"/> No		Amount of soft costs included (shipping, software, and sales tax): \$	
Physical location of equipment after delivery: 515 W High Street Suite B			
Describe the essential use of the equipment: EMS Dispatch			
Has the obligor ever defaulted or non-appropriated on a lease, bond, or legal obligation?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Will the obligor issue more than \$10,000,000 in tax-exempt debt in this calendar year?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the project a building? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, who owns the land?	
What is the physical address of the new building/project?			
Financial information required (for all funds):			
Fiscal Year End: June 30, 2017	Current Year (Actual YTD)	Prior Year (Actual Not Budget)	
Total Revenue 16,614,000.00	\$ 4,300,000.00	\$ 23,173,000.00	
Total Expenditures: 29,500,000.00	\$11,458,000.00	\$28,600,000.00	
Net Income: -12,886,000.00	\$-7,158,000.00	\$ -5,427,000.00	
Total Fund Balance: 8,178,000.00	\$20,085,000.00	\$20,085,000.00	
If the obligor's expenditures exceeded revenues for any one of the last three years, explain why and what measures were taken to correct the shortfall: Construction Project paid for by bonds from FY 2015.			
Completed By (signature):		Printed Name and Title: T. Walter Jaramillo, Commission Chairman	
		Date: November 15, 2016	

*Additional financial information may be requested if deemed necessary during credit review.**By signing this application Obligor representative agrees to the following statement: "Everything stated in this application is correct to the best of my knowledge. I understand Obligor will retain this application whether or not it is approved. Obligor is authorized to verify any information on this application with an appropriate third party as necessary to complete the credit review process."**Please note that, depending on circumstances, we reserve the right to charge a reasonable fee to the Obligor/broker, if this transaction is not funded. This fee is for expenses incurred and services performed related to the processing of the transaction. This fee will NOT be charged if the transaction is funded by Obligor.*

Frances Medina

From: Frances Medina <frances.medina@co.cibola.nm.us>
Sent: Tuesday, November 15, 2016 1:26 PM
To: 'DC Greer'
Subject: RE: Lease Option

Your document has the first payment due in November 2017. If you would revise that date and send the documents for completion I would appreciate it. I would also like to know why the interest rate changed from 3.895% to 4.995% but somehow our payment amount went down. Please review your proposal and let me know if I am not seeing things correctly.

Frances R Medina, CPO,CFM
Cibola County Purchasing
505-285-2513
frances.medina@co.cibola.nm.us

From: DC Greer [mailto:DC.Greer@govcap.com]
Sent: Tuesday, November 15, 2016 1:06 PM
To: Frances Medina <frances.medina@co.cibola.nm.us>
Cc: Marti Sauls <Marti.Sauls@govcap.com>
Subject: RE: Lease Option

Good afternoon Frances

We have reviewed the available financial information and at this time can offer a 3 year term with the first payment in May, 2017 or five months from funding. I have prepared a proposal to that effect and it attached.

Please advise if this will fit within your budget and Marti Sauls will forward the documents to be completed for processing.

Thanks

DC

D.C. GREER | VICE PRESIDENT



90 SANDALWOOD TR | BROOKHAVEN, MS 39601
OFFICE: 800-561-0461
CELL: 601-754-5951

From: Frances Medina [<mailto:frances.medina@co.cibola.nm.us>]
Sent: Monday, November 14, 2016 3:55 PM
To: DC Greer <DC.Greer@govcap.com>
Subject: RE: Lease Option

Mr. Greer,

Thank you for your prompt reply could you please send anything that will be needed as far as documentation-loan applications etc that will need to be filled out and submitted. After speaking with the County Manager and the Finance Director we would like the application for the 3 year option.

Frances R Medina, CPO,CFM
Cibola County Purchasing
505-285-2513
Frances.medina@co.cibola.nm.us

From: DC Greer [<mailto:DC.Greer@govcap.com>]
Sent: Monday, November 14, 2016 2:11 PM
To: Frances.medina@co.cibola.nm.us
Cc: Marti Sauls <Marti.Sauls@govcap.com>; David Jones <djones@code3service.com>; Jack Hines <jackh@css-mindshare.com>
Subject: FW: Lease Option
Importance: High

Hi Frances:

Thanks for the opportunity to provide financing solutions for the 911 equipment. Marti Sauls, in our Southlake, TX office is cc'd on this email and will be requesting financial and document information to process your request once you are ready to proceed.

Please feel free to contact me or Marti for further information or assistance.

We look forward to serving you.

DC

D.C. GREER | VICE PRESIDENT



90 SANDALWOOD TR | BROOKHAVEN, MS 39601
OFFICE: 800-561-0461
CELL: 601-754-5951
WWW.GOVCAP.COM

From: David Jones [<mailto:djones@code3service.com>]
Sent: Monday, November 14, 2016 3:03 PM
To: DC Greer <DC.Greer@govcap.com>; frances.medina@co.cibola.nm.us
Cc: Dustin Middleton <dmiddleton@co.cibola.nm.us>; tboyd@co.cibola.nm.us; jssanders@co.cibola.nm.us
Subject: Lease Option
Importance: High

Frances,
Let me interduce D.C. Greer with Government Capitol. Please see the attached lease option they have come up. I have included him in this email so the two of you can start talking and keep this ball rolling.

Frances Medina
County of Cibola
505 285 2513
Frances.medina@co.cibola.nm.us

DC Greer
dc.greer@govcap.com
OFFICE: 800-561-0461
CELL: 601-754-5951

David A. Jones



Office 505 407 2310
Mobile 505 322 3413



PROPOSAL

Cibola County
515 West High St
GRANTS NM 87020

Date
Nov 15, 2016

Expiry
Dec 31, 2016

Quote Number
3654

Reference
Dispatch Console

CODE 3 SERVICE, LLC
3300 Columbia Dr. NE
Suite B
Albuquerque, NM 87107
Office (505) 407 2310
Fax (505) 407 2009

NM State Contract #60-000-15-00003

This proposal is to replace current Motorola Dispatch Console with a New CCS-Mindshare VoIP Dispatch Console. Proposal includes 3 Dispatch Positions, 8 Radio Interface Cards, Rack Cage, Power Supplies, 3 Monitors 22", Speakers, Headset Jacks, and network components for installation.

System comes complete with 1 Year Warranty covering Hardware, Software, and Service. After 1st year customer has the option to extend the warranty for 3 more years. If extended warranty is purchased customer must purchase service contract from Authorized CCS-Mindshare provided for yearly maintenance of system.

If Proposal is Accepted a 15% Deposit is required to start work. Remaining balance due upon system completion.

Item	Description	Quantity	Unit Price	Tax	Amount USD
ADVANTAGE	CCS-Mindshare Advantage Package Package Includes the following for 2 Complete Dispatch Operating Positions: 8 Radio Interface Cards (Part # 750M-100-000) 1 Mindshare 36" Pre-Wired Rack Assembly (Part #MS-RACK-AD) 2 Console Position Processor (750M-MAXplus) 2 High Resolution 22" Non-Touch Screen Monitor (TSM-10022NT) 4 Multimedia Speakers (750M-500-001) 2 Operator Headset Jack (750M-400-000) 2 Console Application Seat License (750M-100SL-000)	1.00	29,875.00	Tax Exempt	29,875.00
750M-MAXplus	Console Position Processor - Includes Power Supply, Mounting Plate, and Mouse	1.00	5,028.00	Tax Exempt	5,028.00
TSM-10022NT	22" High Resolution Non-Touch Screen Monitor	1.00	400.00	Tax Exempt	400.00
750M-500-001	Multimedia Speaker	2.00	274.00	Tax Exempt	548.00

Item	Description	Quantity	Unit Price	Tax	Amount USD
750M-400-000	Operator Headset Jack	1.00	277.00	Tax Exempt	277.00
750M-100SL-000	Console Application Seat License	1.00	5,028.00	Tax Exempt	5,028.00
Warranty	System comes with Standard 1 year warranty on all software and hardware	1.00	0.00		0.00
Warranty	**No Charge Warranty Upgrade** CCS-Mindshare Extended Warranty & Software Maintenance Year 2 Note: Customer Must Purchase Maintenance Contract from Authorized CCS-Mindshare Provider	1.00	0.00		0.00
Warranty	**No Charge Warranty Upgrade** CCS-Mindshare Extended Warranty & Software Maintenance Year 3 Note: Customer Must Purchase Maintenance Contract from Authorized CCS-Mindshare Provider	1.00	0.00		0.00
Warranty	**Optional Warranty** CCS-Mindshare Extended Warranty & Software Maintenance Year 4 Can be purchased later while under warranty Note: Customer Must Purchase Maintenance Contract from Authorized CCS-Mindshare Provider	0.00	3,071.00		0.00
CCS-FACTORY	Factory System Optimization / Staging / Shipping Freight	1.00	2,000.00	Tax Exempt	2,000.00
Misc	Other Material not listed for installation on new system. Connectors, Cabling, Network Cable, Jumpers, Fasteners, and other shop material	1.00	1,650.00	Tax Exempt	1,650.00
MISSMX200 OLV	SMART UPS X 2000VA RT 100/127V 5-20P LINE-INT LCD	1.00	1,550.00	Tax Exempt	1,550.00
MISAPCBR70 OG	APC BR700G 700va Backup Ups 120vac Mstr Control	3.00	170.00	Tax Exempt	510.00
Subtotal					46,866.00
TOTAL TAX					0.00
TOTAL USD					46,866.00

Terms

All Proposals are good for 90 Days unless otherwise dated. We reserve the right to withdraw any proposal at anytime. Shipping & Freight charges maybe added to final invoice if not listed on the Proposal.

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PROPOSAL

Cibola County
515 West High St
GRANTS NM 87020

Date
Nov 15, 2016

Expiry
Dec 30, 2016

Quote Number
3659

Reference
Dispatch Console

CODE 3 SERVICE, LLC
3300 Columbia Dr. NE
Suite B
Albuquerque, NM 87107
Office (505) 407 2310
Fax (505) 407 2009

NM State Contract #60-000-15-00003

This proposal is to replace current Motorola Dispatch Console with a New CCS-Mindshare VoIP Dispatch Console. Proposal includes 3 Dispatch Positions, 8 Radio Interface Cards, Rack Cage, Power Supplies, 3 Monitors 22", Speakers, Headset Jacks, and network components for installation.

System comes complete with 1 Year Warranty covering Hardware, Software, and Service. After 1st year customer has the option to extend the warranty for 3 more years. If extended warranty is purchased customer must purchase service contract from Authorized CCS-Mindshare provided for yearly maintenance of system.

If Proposal is Accepted a 15% Deposit is required to start work. Remaining balance due upon system completion.

Item	Description	Quantity	Unit Price	Tax	Amount USD
INSTALL	On-Site Installation, Setup, Configure, Training, Optimization, and removal of old dispatch system.	1.00	11,400.00	7.3125%	11,400.00
Travel	Travel Charges	1.00	1,500.00	7.3125%	1,500.00
				Subtotal	12,900.00
				TOTAL TAX	943.32
				TOTAL USD	13,843.32

Terms

All Proposals are good for 90 Days unless otherwise dated. We reserve the right to withdraw any proposal at anytime. Shipping & Freight charges maybe added to final invoice if not listed on the Proposal.