

# **CIBOLA COUNTY BOARD OF COMMISSIONERS**

Jack Moleres  
Chairman

Robert Armijo  
1<sup>st</sup> Vice Chairman

Robert Windhorst  
2<sup>nd</sup> Vice Chairman

Daniel Torrez  
Commissioner

Martha Garcia  
Commissioner

**Regular Meeting  
February 23, 2017 at 5:00 p.m.  
Cibola County Commission Chamber  
700 East Roosevelt Ave, Suite 50**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Prayer**
- 5. Approval of Agenda**
- 6. Consent Agenda - Action May Be Taken**
  - a. Meeting Minutes January 26, 2017 Regular Meeting
  - b. Meeting Minutes February 9, 2017 Workshop/Special Meeting
- 7. Reports**
  - a. Monthly Sheriff's Department Activity Report
  - b. Monthly Detention Report
    - a) PREA
  - c. Monthly Road Department Report
  - d. County Complex Remodel Expense Report
- 8. Presentation**
  - a. Convention Center Use - Sammy Garcia
  - b. Assessor's Budget Report - Jenna Rodriguez
- 9. Public Comment**

The Public has the opportunity to provide comment at this time regarding any agenda item only. Your Comments will be limited to three minutes unless the Board of County Commissioners requests more information. The time limit is given in an effort to allow public input but also to move the agenda forward in a prompt yet efficient manner.
- 10. New Business-Action May Be Taken**
  - a. Consideration of Resolution 16-48, Relating to the Use of Public Buildings or Properties, such as Community Centers, Meeting Rooms or Parks, by Individuals, Groups and Other Non-County Entities
  - b. Consideration of Resolution 17-15, Benefits & Salaries of Appointed Officials
  - c. Consideration of Resolution 17-18, Cibola County Inclement Weather Closure Policy
  - d. Consideration of Resolution 17-19, Appointment of County Board of Registration
  - e. Consideration of Memorandum of Understanding with Navajo Nation for Early Voting and Space Use Agreement
  - f. Cibola General Hospital Rent
  - g. Workshop for Policies and Procedures with Council of Governments and Attorneys

- h. Appointment of One Member to Cibola General Hospital Board
- i. Direction to Publish updated LEDA Ordinance

**11. Manager's Report**

**12. Comments**

- a. Staff
- b. Commissioners

**13. Executive Session**

Pursuant to Section 10-15-1 (H) (8) the following matter may be discussed in closed session:

Real Property

- a) Land Next to La Mesa Mall
- b) Real Property Lease – Culinary Arts
- c) Real Property Lease – Smith's
- d) Disposition of Old Bank Building
- Motion and roll call vote to go into Executive Session for the state reasons
- Board meets in closed session
- Motion and vote to go back into regular session
- Summary of items discussed in closed session
- Motion and roll call vote that matters discussed in closed session were limited to those specified in Motion. For closure and that no final action was taken, pursuant to the authority in § 10-15-1 NMSA 1978

**14. Action Item**

- a. Consideration of Purchase - Land Next to La Mesa Mall
- b. Consideration of Lease – Culinary Arts
- c. Consideration of Lease – Smith's
- d. Consideration of Disposition of Old Bank Building

**15. Announcements**

The next Regular Commission Meeting will be held on Thursday, March 23, 2017 at 5:00 p.m. immediately following the Board of Finance Meeting in the Cibola County Commission Chamber Room, 700 East Roosevelt Ave, Suite 50

**16. Adjournment**

***Cibola County Commission***  
**Regular Meeting**  
**January 26, 2017**

The Cibola County Commission held a Regular Meeting on Thursday January 26, 2017 at 5:00 pm in the Cibola County Commission Chamber

**Elected Officials Present Staff**

Jack Moleres, Chairman  
Robert Armijo, 1<sup>st</sup> Vice Chairman  
Robert Windhorst, 2<sup>nd</sup> Vice Chairman  
Daniel Torrez, Commissioner  
Martha Garcia, Commissioner

Tony Boyd, County Manager  
Joseph Sanders, Financial Analyst  
Michelle E. Dominguez, County Clerk  
Doreen Esparza, Recording/Filing Clerk

**1. Public Hearing for Comment on;**

- a. Ordinance 2017 – Property Tax Ordinance for Low Income Taxpayers per NMSA 1978, § 7-2-14.3 (G) (2003)

**2. Call to Order**

Chairman Jack Moleres called the meeting to order at 5:39 p.m.

**3. Roll Call**

Chairman Jack Moleres does roll call 5-5 in attendance

**4. Pledge of Allegiance**

Recited by all

**5. Prayer**

Commissioner Daniel Torrez led us in prayer

**6. Approval of Agenda**

Motion to approve the agenda made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Garcia 5-5 Affirmative

## **7. Consent Agenda – Action May Be Taken**

### **a. December 21, 2016 Regular Meeting**

Motion to approve Minutes made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative

### **b. January 5, Special Meeting**

Motion to approve January 5, 2017 Special Meeting made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative

### **c. Consideration of Resolution 17-08, a Resolution Establishing a Local Relocation, Residential Anti- Displacement, And Relocation Assistance Plan and Certification (Housing and Community Development Act, CDBG)**

Motion to approve Resolution 17-08 made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative

### **d. Consideration of Resolution 17-09. A Resolution Establishing a Citizen Participation Plan**

Motion to approve Resolution 17-09 made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative

### **e. Consideration of Resolution 17-10, a Resolution Establishing a Section 3 Plan**

Motion to approve Resolution 17-10 made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative

### **f. Consideration of Resolution 17-11, Fair Housing**

Motion to approve Resolution 17-11 made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative

## **8. Reports**

### **a. Monthly Sheriff's Department Activity Report.**

Sheriff Tony Mace said that the Detective handled 5 CYFD cases in child abuse cases, and worked with the Grants Police Department on a burglary and arrested 2 people in the San Rafael area, they had 2 search and rescues up in Mt. Taylor, and the k-9 officer responded to a stabbing in Milan and made an arrest.

b. Monthly Detention Report.

Adrienne Jaramillo stated that the current count to 224 in custody.

- a) PREA – For the Month of December they had 2 PREA Reports. One unsubstantiated and the second was substantiated.

Michael Dodds said the billing for December was a total of \$166,438.49 to agencies that pay them for their beds. Revenue collected for December 2016 was \$158,641.05. Juvenile Care paid for December 2016 was \$20,855.68

c. Monthly Road Department Report.

Gary Porter said that for the Month of December 2016 they have been blading roads and fixing cattle guards.

d. County Complex Remodel Expense Report

Manager Tony Boyd said that the beginning balance was \$6,943,413.81 with a total activities for the month of December was \$915,344.88 and an ending balance of \$7,858,758.69.

9. Presentation

a. Nextera

Gabe Henahan, P.E. Project Director for NextEra Energy Resources stated that Nextera is the world's largest generator of renewable energy from the wind and sun. Over 2,000 megawatts of solar energy and over 14,000 MW of wind energy operational. Route 66 Solar Energy Center is located off exit 100 it's a 50 MW photovoltaic solar facility. Interconnect with the exiting, onsite PNM Bluewater to West Mesa transmission line. There is up to 500 acres of private land in unincorporated Cibola County, about 60 miles west of Albuquerque, NM. They will utilize photovoltaic solar panels on ground mounted, single-axis trackers. And 2019 /2020 is the target year for commercial operation. And will further New Mexico's commitment to produce renewable energy.

b. Sheriff Tony Mace

Sheriff Tony Mace wanted to recognize some of his employees that were recognized throughout the year as employee of the month. They were Anna Marie Lopez, Deputy



Lance Lister and Detective Steve Chavez. And other employees were also recognized and he wanted to award Deanna Salazar for employee of the year. And also Deputy Lance Lister for employee of the year for saving a five year old little girl who fell in the pool at Sky City Casino. Mr. Lister pulled her out of the pool and gave her CPR and saved her life. Mr. Lister was recognized by the State of New Mexico

Under Sheriff Monk wanted to award Sheriff Tony Mace with a lifesaving award. Back in March 30, 2005 on interstate 1-40 Sheriff Tony Mace came upon a four year old little girl that was in a horrific car accident and was trapped inside the vehicle and had gasoline all over her, he pulled her out to safety and saved her life.

#### **10. Public Comment**

Laura Jaramillo stated to the Chairman and Commissioner to continue to support The Future Foundation Family Center and not cut the funding's that started back in 2005. She said the County has slowly pulled away resources. She said there was three County departments housed at the center. There was the County Recreation Department, The DWI Department and Extension Department. She said that moving out hurts the center.

Mark Clark asks the County to look at grants to keep Future Foundation going.

Heather Fleming said that she is an employee at the Future Foundation Family Center and teaches there and said the kids enjoy the program. She said there is about 80 kids going each day.

Sherri Kachirisky from Future Family Center said 8 employees will lose their jobs. She said that children are residents of the county and should have a safe place to go and that 100 families would be affected if the program loses its funding.

Valerie Taylor said her concern is budget cuts how they are going to fund the Detention Center. How are they justifying the cost for this building when they are cutting programs for the kids.

Deniece Cornett stated to the Chairman and Commissioners that when an Elected Official takes their oath of office that they uphold the New Mexico State Constitution and she feels that for the last 26 days the New Mexico State Constitution has been violated. She Stated

in Article 10 Section 2 Paragraph D. That in New Mexico State Law 10-118 that a former Elected State Official who has served their 4 consecutive 2 terms cannot hold a Deputy position or any position with the County. And another concern she had was that they get paid for services rendered and asks them to consider her concerns and follow the laws.

Sammy Garcia stated to the Chairman and Commissioners that he would like to see the old County Building put to use for the Community as a full blown Convention Center and that this will support the continued effect of the Grants Main Street Projects.

Sheriff Tony Mace stated to the Chairman and Commissioners that it is important that he attend the Conference. He said there is a lot of training and meetings that he attends.

Ronny Pynes asked the Chairman and the Commissioner a few months back he got a list of properties that the County owned and asked if they can auction off some of those properties, but he has not heard anything on that. And asked do they really need the Knights of Columbus Building?

Kristina Savacheck asks the Chairman and Commissioners to please consider to fund Future Foundations Family Center. It's Free and the kids feel safe there. It teaches them to be young responsible adults.

Thomas Wayland CEO of Cibola General Hospital asks the Chairman and Commissioners to consider finding a way to help fund Future Foundation Family Center.

#### **11. Unfinished Business – Action May Be Taken**

- a. Consideration of Resolution 16-48, Relating to the Use of Public Buildings or Properties, such as Community Center, Meeting Rooms or Parks, by Individuals, Groups and Other Non-County Entities

Motion to table made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative.

- b. Consideration of Contract
  - a) Global Contract

Motion to table made by Commissioner Garcia, seconded by 1<sup>st</sup> Vice Chairman Armijo 5-5 Affirmative.

b) Future Foundations after School Program

Motion to continue to fund for the end of the year made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative.

**12. New Business – Action May Be Taken**

a. Consideration of Resolution 17-04, Restructure of the Cibola County Commission

Motion to approve made by Commissioner Garcia, seconded by 1<sup>st</sup> Vice Chairman Armijo, 5-5 Affirmative.

b. Consideration of Resolution 17-07, Fiscal Year 2017 BUDGET ADJUSTMENT No. 2

Motion to approve made by 1<sup>st</sup> Vice Chairman Armijo, seconded by 2<sup>nd</sup> Vice Chairman Windhorst 5-5 Affirmative.

c. Consideration of Resolution 17-12, Maintained Mileage of County Roadways

Motion to approve made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative.

d. Consideration of Resolution 17-13, Inspection of Public Records Act

Motion to approve made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Garcia 5-5 Affirmative.

e. Consideration of Resolution 17-14, Approving the Title VI Program

Motion to approve made by 1<sup>st</sup> Vice Chairman Armijo, seconded by 2<sup>nd</sup> Vice Chairman Windhorst 5-5 Affirmative.

f. Consideration of Resolution 17-15, Chief Deputy Pay

Motion to table made by 1<sup>st</sup> Vice Chairman Armijo, seconded by 2<sup>nd</sup> Vice Chairman Windhorst 5-5 Affirmative.



g. Consideration of Resolution 17-16, Roberts Rules of Order

Motion to approve made by Commissioner Garcia, seconded by 2<sup>nd</sup> Vice Chairman Windhorst, 1<sup>st</sup> Vice Chairman voted No 4-5 Affirmative.

h. Consideration of Resolution 17-17, NextEra Inducement

Motion to table made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Garcia 5-5 Affirmative.

i. Consideration of Delivery of Notice to Cibola Hospital, County Assessor, and Grants Cibola County School District Regarding Counties Consideration of the Bond Ordinance

Motion to table made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Garcia 5-5 Affirmative.

j. Consideration of Ordinance 17-01 Property Tax Rebate Ordinance for Low Income Taxpayers per NMSA 1978, §7-2-14.3 (G) (2003)

Motion to give no motion ordinance dies.

k. Consideration of Tony Mace to attend Annual Training and Business Conference March 5 – March 9, 2017 Peppermill Hotel & Casino, 2707 S. Virginia Street, Reno NV 89502

Motion to approve made by 1<sup>st</sup> Vice Chairman Robert Armijo, seconded by 2<sup>nd</sup> Vice Chairman Robert Windhorst 5-5 Affirmative.

l. Consideration of Bid from Midwest Fire Luverne, MN in the amount of \$210,312.00

Motion to approve made by 1<sup>st</sup> Vice Chairman Armijo, seconded by Commissioner Torrez 5-5 Affirmative.

m. Appointment of Two Members to NWNMRSWA

Motion to appoint member 1<sup>st</sup> Vice Chairman Robert Armijo, second member 2<sup>nd</sup> Vice Chairman Robert Windhorst.

n. Appointment of Two Members to NWNMCOG

Motion to appoint member 1<sup>st</sup> Vice Chairman Robert Armijo, second member Commissioner Martha Garcia.

o. Appointment of Two Members to Future Foundation Family Center

Motion to appoint member Commissioner Daniel Torrez

p. Appointment of Two Members of JJAC

Motion to appoint member 1<sup>st</sup> Chairman Robert Armijo, second member Sheriff Tony Mace.

q. Appointment of Two Members to Economic Development

Motion to appoint member Manager Tony Boyd, second member 1<sup>st</sup> Vice Chairman Robert Armijo.

r. Appointment of Two Members to Cibola General Hospital Board

Motion to appoint member 2<sup>nd</sup> Vice Chairman Robert Windhorst, second member 1<sup>st</sup> Vice Chairman Robert Armijo.

s. Appointment of Two Members to Transit Authority

Motion to appoint member Financial Analyst Joseph Sanders, second member Commissioner Daniel Torrez.

Motion to approve all appointments made by 1<sup>st</sup> Vice Chairman Robert Armijo, second by Commissioner Daniel Torrez 5-5 Affirmative.

### **13. Manager's Report**

Manager Tony Boyd gave an update on the Shooting Range the last they heard from BLM was that the Federal Registered Notice went to the Directors office for Signature after that it will be published in the register then the next step would be an appraisal which should take approximately 120 days, then BLM will transfer the property over to the County.

### **14. Comments**

#### **a. Staff**

No Comments at this time from the Staff.

#### **b. Commissioners**

No comments at this time from the Commissioners.

### **15. Announcements**

The next Regular Commission Meeting will be held on Thursday February 23, 2017 at 5:00 p.m. immediately following the Board of Finance Meeting in the Cibola County Commission Chamber Room, 700 East Roosevelt Ave, Suite 50

### **16. Adjournment**

Motion to adjourn meeting at 10:04 made by 1<sup>st</sup> Vice Chairman Armijo, second by 2<sup>nd</sup> Vice Chairman Windhorst 5-5 Affirmative.

***Cibola County Commission***  
**Special Meeting**  
**Thursday February 9, 2017**

The Cibola County Commission held a Special Meeting on Thursday February 9, 2017 at 5:00 pm in the Cibola County Commission Chamber

**Elected Officials Present**

Jack Moleres, Chairman  
Robert Armijo, 1<sup>st</sup> Vice Chairman  
Robert Windhorst 2<sup>nd</sup> Vice Chairman  
Daniel Torrez, Commissioner  
Martha Garcia, Commissioner

**Staff**

Tony Boyd, County Manager  
Joseph Sanders, Financial Analyst  
Michelle E. Dominguez, County Clerk  
Doreen Esparza, Recording / Filing Clerk

**1. Call to Order**

Chairman Jack Moleres calls the meeting to order at 5:06 p.m.

**2. Roll Call**

Chairman Jack Moleres does roll call 5-5 in attendance.

**3. Pledge of Allegiance**

Recited by all.

**4. Prayer**

2nd Vice Chairman Windhorst led us in prayer.

**5. Approval of Agenda**

Motion to approve agenda made by 1<sup>st</sup> Vice Chairman Armijo, second by Commissioner Torrez 5-5 Affirmative.



## **6. Commission Workshop (For Discussion Only)**

a. Budget Discussion-ways to reduce the spending and decrease FY 17 Budget

b. Resolution 17-15, Chief Deputy Pay

Treasurer Kathy Gonzales said to the Chairman and the Commissioners that she signed the paper work for her Chief Deputy to get 90% of her pay and feels that this is not fair, because she has 15 years' experience with the County and said she would lay off so her Chief Deputy could get her 90%.

Teri Jaramillo from JJAC comes to the Chairman and the Commissioners as a member of this community she said the County Jail needs their jobs as well and said safety is the number one priority and everyone is here to show leadership. And asked them to be straight across the board. If they have to pay cuts they have to pay cuts and everyone needs to come together.

Jenna Rodriguez the Chief Deputy Assessor said that she makes 90% of the Assessor's pay. And said the Assessors Office employees 13 employees and would gladly take a pay cut at 70% or 80% because there is a huge gape in their pay. She said she makes a good salary but she needs help.

Dolores Vallejos Chief Deputy from the Treasurer's office said she does not mind taking a cut. And asked the Commissioners if they are willing to take a cut. And said why they don't cut all Elected Officials pay.

c. Discussion on Resolution 16-48 Use of Public Buildings

d. Global Contract

e. Discussion on Resolution 17-17 NextEra Inducement

f. Letters on notice NextEra PILT

g. Historical Society Use of Office Building

h. Road Department Inventory

## **7. Unfinished Business – Action May Be Taken**

### **a. Consideration of Resolution 17-15, Chief Deputy Pay**

Motion made by 2<sup>nd</sup> Vice Chairman Windhorst, second by Commissioner Torrez  
Chairman Jack Moleres yes, 2<sup>nd</sup> Vice Chairman Robert Windhorst yes,  
Commissioner Martha Garcia yes, 1<sup>st</sup> Vice Chairman Armijo abstained, and  
Commissioner Daniel Torrez abstained, 3-2 motion carries.

### **b. Consideration of Resolution 16-48, Relating to the Use of Public Buildings or Properties, such as Community Centers, Meeting Rooms or Parks, by Individuals, Groups and Other Non-County Entities**

Motion made by 2<sup>nd</sup> Vice Chairman Windhorst, second by Commissioner Garcia  
2<sup>nd</sup> Vice Chairman Robert Windhorst yes, Commissioner Martha Garcia yes, 1<sup>st</sup>  
Vice Chairman Armijo no, Commissioner Torrez no, Chairman Moleres yes,  
3-2 motion carries.

### **c. Consideration of Contract**

#### **a) Global Contract**

Motion to extend Global Contract for 30 days made by 1<sup>st</sup> Vice Chairman Armijo,  
second by Commissioner Torrez 5-5 Affirmative.

### **d. Consideration of Resolution 17-17, NextEra Inducement**

Motion to approve Resolution 17-17 made by 1<sup>st</sup> Vice Chairman Armijo, second  
by Commissioner Torrez 5-5 Affirmative.

### **e. Consideration of Delivery of Notice to Cibola Hospital, County Assessor, and Grants Cibola County School District Regarding Counties Consideration of the Bond Ordinance.**

Motion to approve made by 1<sup>st</sup> Vice Chairman Armijo, second by Commissioner  
Torrez 5-5 Affirmative.

**8. Announcements**

The next Regular Commission Meeting will be held on Thursday, February 23, 2017 at 5:00 p.m. immediately following the Board of Finance Meeting in the County Convention Room.

**9. Adjournment**

Motion to adjourn meeting at 7:38 p.m.



# Cibola County Sheriff's Office

*Sheriff Tony Mace*

tnymace@yahoo.com

*Undersheriff P. Michael Munk*  
mmunk@co.cibola.nm.us

Office: 505-876-2040  
Dispatch: 505-287-9476  
Fax: 505-876-2090

Physical: 114 McBride Road  
Grants, NM 87020  
Mailing: 515 W. High St.  
Grants, NM 87020

The following are statistics for the Cibola County Sheriff's Department for January 1, 2017 through January 31, 2017.

		PREVIOUS YR
Accidents	14	12
Arrests	76	56
Transports	39	12
Warrant Transports	23	41
Calls	1,122	589
Citations	22	16
Warnings	25	17
Civil Papers SERVED	41	44
Incidents	61	45

Please note the above information will change as deputies do all above duties as it occurs.



# JANUARY 2017 COMMISSION REPORT

Bookings For January 2017
Bookings For December 2016

Bookings	Releases
256	274
237	209

Daily Average Inmate Count for January 2017
Daily Average Inmate Count for December 2016
Highest facility count for the month of January 2017

Male	Female	Total
203	50	253
193	38	231
217	56	273

Revenue Collected for January 2017		
Co. Correctional Fac GRT.	\$37,942.22	January 2017 For December 2016
Housing	\$169,269.74	Collected in January 2017
Federal Transports	\$7,995.06	Collected in January 2017
Medical	\$891.00	Reimbursements & Fees
All Other	\$2,300.33	Inmate Fees, Commissions, Other Revenue
Correction Fees	\$25,026.41	
New Mexico State - Cop	\$145,986.63	
Total	\$389,411.39	

Rent paid for January 2017	\$9,821.00	From State to General fund
----------------------------	------------	----------------------------

Juvenile Care paid for January 2017	\$27,875.03	McKinley County Detention Center.
-------------------------------------	-------------	-----------------------------------

**TOTAL BILLING DAYS FOR JANUARY 2017 = 3,375**

Paying January 2017					
County, City & Federal	# of Inmates	Average # of Billing Days	Billing Days	Rate	Total
City of Grants	73	4.6	337	65.00	\$21,027.50
Village of Milan	15	4.5	68	65.00	\$3,799.00
United States Marshals	102	25.6	2,617	50.13	\$131,190.21
Valencia County	1	4	4	75.00	\$300.00
Socorro County				75.00	
Rio Arriba County	17	13.7	234	75.00	\$17,550.00
Catron County				75.00	
Mora County	4	14	56	75.00	\$4,200.00
Kirtland Air Force Base				75.00	
Prisoner Transportation Services	14	1.9	27	75.00	\$2,025.00
U.S. Corrections				75.00	
San Miguel County	2	15	30	75.00	\$2,250.00
Security Transport Services	2	1	2	75.00	\$150.00
<b>Totals</b>	230	84.3	3375		\$182,491.71

January 2017 Non Paying					
Non Paying	# of Inmates	Average # of Billing Days	Billing Days	Rate	Total
APPO	41	15.8	648	57.00	\$28,614.00
Magistrate Court	166	9.2	1,542	57.00	\$81,092.00
District Court	102	24.8	2,535	57.00	\$132,905.00
<b>Totals</b>	309	49.8	4,725		\$242,611.00

## JUVENILE DETENTION LISTING JANUARY 2017

FROM DATE	TO DATE	Man - Days	Total
1/1/17 0:00	1/6/17 10:21	8 DAYS & 10.35 HOURS	\$1,475.45
1/1/17 0:00	1/31/17 23:59	31 DAYS	\$5,425.00
1/25/17 13:18	2/9/17 20:59	6 DAYS & 10.68 HOURS	\$1,157.85
1/14/17 19:10	1/17/17 14:47	2 DAYS & 19.6 HOURS	\$492.88
1/1/17 0:00	1/17/17 6:43	16 DAYS & 6.72 HOURS	\$2,848.99
1/1/17 0:00	1/17/17 6:44	29 DAYS & 6.73 HOURS	\$5,124.06
1/1/17 0:00	1/17/17 6:50	16 DAYS & 6.83 HOURS	\$2,849.79
1/21/17 15:20	1/31/17 23:59	10 DAYS & 8.65 HOURS	\$1,813.06
1/1/17 0:00	1/3/17 10:03	2 DAYS & 10.05 HOURS	\$423.26
1/1/17 0:00	1/2/17 15:06	1 DAY & 15.1 HOURS	\$285.08
1/1/17 0:00	1/11/17 6:35	10 DAYS & 6.58 HOURS	\$1,797.97
1/14/17 19:10	1/16/17 15:22	1 DAY & 20.19 HOURS	\$322.19
1/9/17 21:52	1/31/17 23:59	22 DAYS & 2.12 HOURS	\$3,865.45

Total Man - Days: 168

Rate Per Day: \$108.00

Total Due: \$27,875.03

Year To Date	
Month	Amount
July	\$14,959.49
August	\$17,091.09
September	\$11,086.29
October	\$19,691.57
November	\$6,429.03
December	\$20,855.68
January	\$27,875.03
February	
March	
April	
May	
June	

Total To Date: \$117,988.18

**Prison Rape Elimination Act (PREA) MONTHLY Reporting Data**  
**Cibola County Detention Center**

1) How many persons under the supervision of your facility were-

CONFINED/BOOKED/RELEASED in the month of Ap

**Jan-17** 256 Released 274

2) For the month of JANUARY, what was the average daily population of your confinement facility?

**Jan-17** Male 203 Female 50

3) For the month of JANUARY, how many allegations of inmate-on-inmate NONCONSENSUAL SEXUAL ACTS were reported?

**Jan-17** 0

4) Of the allegations reported in item 3, how many were-

a. Substantiated	<b>January</b> <u>0</u>
b. Unsubstantiated	<b>January</b> <u>0</u>
c. Unfounded	<b>January</b> <u>0</u>
d. Investigation Ongoing	<b>January</b> <u>0</u>

5) For the month of JANUARY how many allegations of inmate-on-inmate ABUSIVE SEXUAL CONTACT were reported?

**Jan-17** 0

6) Of the allegations reported in item 5, how many were-

a. Substantiated	<b>January</b> <u>0</u>
b. Unsubstantiated	<b>January</b> <u>0</u>
c. Unfounded	<b>January</b> <u>0</u>
d. Investigation Ongoing	<b>January</b> <u>0</u>

7) For the month of JANUARY how many allegations of inmate-on-inmate SEXUAL HARRASSMENT were reported?

**Jan-17** 0

8) Of the allegations reported in item 7, how many were-

a. Substantiated	<b>January</b> <u>0</u>
b. Unsubstantiated	<b>January</b> <u>0</u>
c. Unfounded	<b>January</b> <u>0</u>
d. Investigation Ongoing	<b>January</b> <u>0</u>

9) For the month of JANUARY how many allegations of STAFF SEXUAL MISCONDUCT were reported?

**Jan-17** 0

10) Of the allegations reported in item 9, how many were-

a. Substantiated	<b>January</b> <u>0</u>
b. Unsubstantiated	<b>January</b> <u>0</u>
c. Unfounded	<b>January</b> <u>0</u>
d. Investigation Ongoing	<b>January</b> <u>0</u>

11) For the month of JANUARY, how many allegations of STAFF SEXUAL HARASSEMENT were reported?

**Jan-17** 0

12) Of the allegations reported in item 11, how many were-

a. Substantiated	<b>January</b> <u>0</u>
b. Unsubstantiated	<b>January</b> <u>0</u>
c. Unfounded	<b>January</b> <u>0</u>
d. Investigation Ongoing	<b>January</b> <u>0</u>

# ***Cibola County Road Dept.***

***700 E. Roosevelt Suite 50***

***Grants NM 87020***

***505-285-2570 Phone 505-285 3656 Fax***



***Monday, February 6, 2017***

***To: Tony Boyd - County Manager***

***Fr: Gary Porter - Public Works Director***

***Re: Monthly Report: 1/2/17 -1/31/17 (January)***

## ***Regular Maintenance***

### ***Blade & Shape***

<b><u><i>Road</i></u></b>	<b><u><i>Description</i></u></b>	<b><u><i>Miles</i></u></b>
<b><i>C49</i></b>	<b><i>Plano Colorado</i></b>	<b><i>15.427</i></b>
<b><i>C47</i></b>	<b><i>Mesa Ridge Rd.</i></b>	<b><i>8.313</i></b>
<b><i>C25A</i></b>	<b><i>Chapman Rd.</i></b>	<b><i>0.951</i></b>
<b><i>C1</i></b>	<b><i>Marquez Rd.</i></b>	<b><i>17.208</i></b>
<b><i>Total Miles</i></b>		<b><i>41.899</i></b>

## ***Special Projects***

<b><i>C19A</i></b>	<b><i>Cantina Homesites Rd. - Sweeping.</i></b>
<b><i>C20</i></b>	<b><i>San Mateo Roads - Sweeping.</i></b>
<b><i>C8</i></b>	<b><i>Encinal-Cubero - Patching.</i></b>
<b><i>C49</i></b>	<b><i>Zuni Canyon Rd. - Cutting bushes &amp; branches on guardrail.</i></b>
<b><i>C19B</i></b>	<b><i>La Mosca Tank Rd. - Sweeping.</i></b>
<b><i>C19</i></b>	<b><i>Cantina Rd. - Remove rocks &amp; snow from driveways.</i></b>
<b><i>C18B</i></b>	<b><i>La Jara Mesa Rd. - Sweeping.</i></b>
<b><i>C18</i></b>	<b><i>Horace Mesa Rd. - Sweeping.</i></b>
<b><i>C33</i></b>	<b><i>Candy Kitchen Rd. - Putting up signs.</i></b>
<b><i>C28</i></b>	<b><i>Bluewater Village - Cutting trees.</i></b>
<b><i>C14</i></b>	<b><i>San Fidel Village - Cutting trees.</i></b>
<b><i>C23</i></b>	<b><i>Ralph Card Rd. - Prep dirt to install culvert, patching.</i></b>
<b><i>C44</i></b>	<b><i>Porter Ranch Rd. - Cutting trees &amp; bringing to yard.</i></b>
<b><i>C21</i></b>	<b><i>Murray Acres - Patching.</i></b>
<b><i>C22</i></b>	<b><i>Broadview Acres - Patching.</i></b>



**C1**            ***Marquez Rd. - Shoulder work.***  
**C58**           ***San Rafael - Sweeping road.***  
**C8**            ***Encinal-Cubero - Patching.***  
**C59**           ***Dwight Small Rd. - Sweeping.***

**Snow Removal**

**C49**           ***Zuni Canyon Rd. (Grants)***  
**C19B**          ***La Mosca Tank Rd.***  
**C20**           ***San Mateo Roads***  
**C30**           ***Bluewater South***  
**C58**           ***San Rafael***  
**C59**           ***Dwight Small Rd.***  
**C18**           ***Horace Mesa Rd.***  
**C18B**          ***La Jara Mesa Rd.***  
**C19A**          ***Cantina Homesites Rd.***  
**C19B**          ***La Mosca Tank Rd.***  
**C24**           ***Elkins-Tietjen-Berryhill Rd.***  
**C31N**          ***Bluewater North***  
**C42**           ***Back Country Byway***  
**C47**           ***Mesa Ridge Rd.***  
**C33**           ***Candy Kitchen Rd.***  
**C48**           ***Mallery Rd.***  
**C41**           ***Pie Town Rd.***  
**C35**           ***Fence Lake Rd.***  
**C40**           ***Woodard Ranch Rd.***  
**C62A**          ***Paxton Springs Rd.***  
**C48A**          ***Timberlake Rd.***  
**C34**           ***Pine Hill Rd.***

**Salt On Roads**

**C18**           ***Horace Mesa Rd.***  
**C18B**          ***La Jara Mesa Rd.***  
**C20**           ***San Mateo Roads***  
**C28**           ***Bluewater Village Roads***  
**C28A**          ***Plano Colorado Frontage Rd.***  
**C58**           ***San Rafael***  
**C59**           ***Dwight Small Rd.***  
**C30**           ***Bluewater South***  
**C48A**          ***Timberlake Rd.***

***Blade & snow removal on C19B - La Mosca Tank Rd. for the Quad.***

**Cibola County Road Dept.**

700 E. Roosevelt Suite 50

Grants NM 87020

505-285-2570 Phone Fax 505-287-3656

**MAINTENANCE REPORT***January 2017*

Road Dept.	131	42.26	4.5	\$ 17.50	\$ 121.01
Road Dept.	136	25.60	1	\$ 17.50	\$ 43.10
Road Dept.	154	25.49	0.5	\$ 17.50	\$ 34.24
				<b>TOTAL</b>	<b>\$ 198.35</b>
Sheriff's	G-78152	\$171.27	6	\$ 17.50	\$ 276.27
Sheriff's	G78153	\$11.84	2	\$ 17.50	\$ 46.84
Sheriff's	G-85741	\$116.93	1.5	\$ 17.50	\$ 143.18
Sheriff's	G-96110	\$170.90	8	\$ 17.50	\$ 310.90
Animal Control	G-90204	\$8.00	0.75	\$ 17.50	\$ 21.13
				<b>TOTAL</b>	<b>\$ 798.32</b>
Detention	G-61368	\$29.86	1	\$ 17.50	\$ 47.36
Detention	G-85729	\$59.47	2	\$ 17.50	\$ 94.47
				<b>TOTAL</b>	<b>\$ 141.83</b>
Manager's	G45051	\$82.99	1	\$ 17.50	\$ 100.49
				<b>TOTAL</b>	<b>\$ 100.49</b>
Information Systems	G-90878	\$35.86	1	\$ 17.50	\$ 53.36
				<b>TOTAL</b>	<b>\$ 53.36</b>

# Cibola County Road Dept.

515 W. High Street

Grants NM 87020

505-285-2570 Phone 505-287-3656 Fax



## FUEL REPORT - CIBOLA COUNTY ROAD DEPARTMENT

January 2017

UNLEADED					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL.	TOTAL COST
G-18461	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-18473	0.23	9.38	150	16.000	\$ 34.16
G-18464	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-02084	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-15638	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-29800	0.24	9.05	822	90.800	\$ 193.23
G-29091	0.18	11.61	635	54.700	\$ 115.38
G-23696	0.15	14.16	575	40.600	\$ 87.05
G-23697	0.17	12.33	530	43.000	\$ 91.81
G-39980	0.18	12.18	536	44.000	\$ 94.59
G-39988	0.09	23.58	283	12.000	\$ 25.88
G-57384	0.15	14.03	1,434	102.200	\$ 218.41
G-57619	0.00	#DIV/0!	54	0.000	\$ -
G-57618	0.11	18.80	423	22.500	\$ 48.53
146	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-66164	0.00	#DIV/0!	N/U	0.000	\$ -
G-66165	0.19	10.94	N/U	17.000	\$ 35.33
G-70482	0.15	14.77	1,143	77.400	\$ 165.96
G-78718	0.14	15.10	1,993	132.000	\$ 282.03
G-64239	0.24	8.77	321	36.600	\$ 78.61
G-86952	0.09	25.12	628	25.000	\$ 53.57
G-86953	0.11	20.19	1,676	83.000	\$ 177.73
G-86954	#VALUE!	#VALUE!	N/U	0.000	\$ -
G-91750	0.11	18.96	1,564	82.500	\$ 177.08
G-34769	#VALUE!	#VALUE!	N/U	0.000	\$ -
503	0.00	#DIV/0!	3	0.000	\$ -
Extra card	#DIV/0!	0.00	0	7.100	\$ 16.89

*TOTAL GAS*

*886.400*

*\$ 1,896.24*



<i>DIESEL FUEL</i>					
<i>VEHICLE #</i>	<i>COST/MILE</i>	<i>MPG</i>	<i>MILES</i>	<i>TOTAL GAL.</i>	<i>TOTAL COST</i>
<i>G-50237</i>	<i>0.24</i>	<i>8.88</i>	<i>357</i>	<i>40.200</i>	<i>\$ 86.30</i>
<i>G-18484</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-18476</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-18795</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-30550</i>	<i>0.58</i>	<i>3.72</i>	<i>272</i>	<i>73.200</i>	<i>\$ 157.07</i>
<i>G-30549</i>	<i>0.36</i>	<i>5.93</i>	<i>676</i>	<i>114.000</i>	<i>\$ 244.32</i>
<i>G-38441</i>	<i>0.37</i>	<i>5.77</i>	<i>526</i>	<i>91.100</i>	<i>\$ 195.41</i>
<i>G-67372</i>	<i>0.29</i>	<i>7.42</i>	<i>703</i>	<i>94.700</i>	<i>\$ 203.62</i>
<i>G-67371</i>	<i>0.34</i>	<i>6.24</i>	<i>1,525</i>	<i>244.200</i>	<i>\$ 524.45</i>
<i>G-70782</i>	<i>0.31</i>	<i>6.98</i>	<i>775</i>	<i>111.100</i>	<i>\$ 236.38</i>
<i>Distributor</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>Water Truck</i>	<i>0.00</i>	<i>#DIV/0!</i>	<i>10</i>	<i>0.000</i>	<i>\$ -</i>
<i>New Transport</i>	<i>0.66</i>	<i>3.54</i>	<i>810</i>	<i>229.000</i>	<i>\$ 533.92</i>
<i>305</i>	<i>4.62</i>	<i>0.47</i>	<i>22</i>	<i>47.300</i>	<i>\$ 101.68</i>
<i>306</i>	<i>0.00</i>	<i>#DIV/0!</i>	<i>10</i>	<i>0.000</i>	<i>\$ -</i>
<i>307</i>	<i>4.32</i>	<i>0.50</i>	<i>25</i>	<i>50.200</i>	<i>\$ 107.93</i>
<i>308</i>	<i>2.77</i>	<i>0.78</i>	<i>41</i>	<i>52.900</i>	<i>\$ 113.65</i>
<i>309</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>310</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>311</i>	<i>5.68</i>	<i>0.38</i>	<i>24</i>	<i>63.500</i>	<i>\$ 136.25</i>
<i>312</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>313</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>314</i>	<i>2.50</i>	<i>0.86</i>	<i>19</i>	<i>22.100</i>	<i>\$ 47.51</i>
<i>416</i>	<i>7.99</i>	<i>0.27</i>	<i>76</i>	<i>283.100</i>	<i>\$ 607.41</i>
<i>417</i>	<i>7.61</i>	<i>0.28</i>	<i>53</i>	<i>187.800</i>	<i>\$ 403.20</i>
<i>418</i>	<i>8.21</i>	<i>0.26</i>	<i>62</i>	<i>237.400</i>	<i>\$ 508.75</i>
<i>501</i>	<i>0.00</i>	<i>#DIV/0!</i>	<i>3</i>	<i>0.000</i>	<i>\$ -</i>
<i>Extra card</i>	<i>#VALUE!</i>	<i>#VALUE!</i>	<i>N/U</i>	<i>0.000</i>	<i>\$ -</i>
<i>TOTAL DIESEL</i>				<i>1941.800</i>	<i>\$ 4,207.85</i>

*\*N/U = NOT USED*

**Cibola County Road Dept.**

515 W. High Street

Grants NM 87020

505-285-2570 Phone

505-287-3656 Fax

FUEL REPORT CIBOLA COUNTY BY DEPARTMENT*January 2017*SHERIFF'S DEPARTMENT

VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL	TOTAL COST
G-85515	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-85514	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-61113	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-68384	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-68920	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-68922	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-68921	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-68418	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-72224	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-72225	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-75188	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-78152	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-78153	#DIV/0!	#DIV/0!	0	0.000	\$ -

G-78154	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-78717	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-78720	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-78721	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-78722	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-78723	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-86096	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-86996	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-85471	#DIV/0!	#DIV/0!	0	0.000	\$ -
A-190-ULS	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-88607	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-88606	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-88608	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-88605	#DIV/0!	#DIV/0!	0	0.000	\$ -
Max Pro Armored Truck	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-90204	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-90205	#DIV/0!	#DIV/0!	0	0.000	\$ -
3035	#DIV/0!	#DIV/0!	0	0.000	\$ -
4479	#DIV/0!	#DIV/0!	0	0.000	\$ -
4481	#DIV/0!	#DIV/0!	0	0.000	\$ -
207902	#DIV/0!	#DIV/0!	0	0.000	\$ -
259	#DIV/0!	#DIV/0!	0	0.000	\$ -
443	#DIV/0!	#DIV/0!	0	0.000	\$ -
445	#DIV/0!	#DIV/0!	0	0.000	\$ -
9058	#DIV/0!	#DIV/0!	0	0.000	\$ -

2219	#DIV/0!	#DIV/0!	0	0.000	\$ -
G-97570	\$0.30	7.59	1,080	142.240	\$ 327.29
TOTAL SHERIFF'S				142.240	\$ 327.29
<u>MANAGERS</u>					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL	TOTAL COST
7466	#DIV/0!	#DIV/0!	0	0.000	\$ -
TOTAL MANAGERS				0.000	\$ -
<u>RURAL ADDRESSING</u>					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL	TOTAL COST
G60137	#DIV/0!	#DIV/0!	0	0.000	\$ -
TOTAL RURAL ADDRESSING				0.000	\$ -
<u>EMERGENCY MANAGEMENT</u>					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL	TOTAL COST
G-86167	#DIV/0!	#DIV/0!	0	0.000	\$ -
TOTAL EMERGENCY MANAGEMENT				0.000	\$ -
<u>BUILDING &amp; GROUNDS</u>					
VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL	TOTAL COST
G-67587	#DIV/0!	#DIV/0!	0	0.000	\$ -
TOTAL BUILDING & GROUNDS				0.000	\$ -
I. T. (DATA PROCESSING)					

<i>VEHICLE #</i>	<i>COST/MILE</i>	<i>MPG</i>	<i>MILES</i>	<i>TOTAL GAL</i>	<i>TOTAL COST</i>
<i>G-90878</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-53547</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>TOTAL DATA PROCESSING</i>				<i>0.000</i>	<i>\$ -</i>
<u><i>ASSESSORS</i></u>					
<i>VEHICLE #</i>	<i>COST/MILE</i>	<i>MPG</i>	<i>MILES</i>	<i>TOTAL GAL</i>	<i>TOTAL COST</i>
<i>G-78714</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-78715</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-81964</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>TOTAL ASSESSORS</i>				<i>0.000</i>	<i>\$ -</i>
<u><i>DETENTION</i></u>					
<i>VEHICLE #</i>	<i>COST/MILE</i>	<i>MPG</i>	<i>MILES</i>	<i>TOTAL GAL</i>	<i>TOTAL COST</i>
<i>G-60185</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-24336</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-57383</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-59969</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-60180</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-61368</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-63072</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-73152</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-78719</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-79636</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-79879</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>

<i>G-85729</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>Van #9 (new)</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>X-tra Card</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>TOTAL DETENTION</i>				<i>0.000</i>	<i>\$ -</i>

*ROAD DEPT. MOTORPOOL*

<i>VEHICLE #</i>	<i>COST/MILE</i>	<i>MPG</i>	<i>MILES</i>	<i>TOTAL GAL</i>	<i>TOTAL COST</i>
<i>G-18474</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>TOTAL ROAD DEPT. MOTORPOOL</i>				<i>0.000</i>	<i>\$ -</i>

*CONSOLIDATED DISPATCH*

<i>VEHICLE #</i>	<i>COST/MILE</i>	<i>MPG</i>	<i>MILES</i>	<i>TOTAL GAL</i>	<i>TOTAL COST</i>
<i>G-70403</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0</i>	<i>\$ -</i>
<i>Generator</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0</i>	<i>\$ -</i>
<i>TOTAL CONSOLIDATED DISPATCH</i>				<i>0.000</i>	<i>\$ -</i>

*CLERKS OFFICE*

<i>VEHICLE #</i>	<i>COST/MILE</i>	<i>MPG</i>	<i>MILES</i>	<i>TOTAL GAL</i>	<i>TOTAL COST</i>
<i>G-64240</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G55649</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-72255</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-86995</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>TOTAL CLERKS</i>				<i>0.000</i>	<i>\$ -</i>

*DWI PROGRAM*



<i>G-53823</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-45051</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>G-85669</i>	<i>#DIV/0!</i>	<i>#DIV/0!</i>	<i>0</i>	<i>0.000</i>	<i>\$ -</i>
<i>TOTAL DWI PROGRAM</i>				<i>0.000</i>	<i>\$ -</i>

*\*DNTI = DID NOT TURN IN / \*N/U = NOT USED*

	LA MESA MALL (CIBOLA COUNTY ADMIN BUILDING)	
ITEM NO.	Description of Work	SCHEDULED VALUE
01-0000	Culinary Arts Allowance	\$27,397.00
01-2550	Preconstruction	\$50,000.00
01-3000	Specified General Conditions	\$457,647.69
01-4000	Testing and Inspections	\$30,000.00
01-4100	Permits	\$12,036.00
01-5200	Temp Utilities	\$23,256.50
01-5200.1	Temp HVAC	\$25,000.00
01-5200.2	Temp Shoring	\$30,000.00
01-5600	Construction Fence	\$6,000.00
01-5700	Progress Cleaning	\$52,873.00
01-7010	Final Cleaning	\$27,200.00
01-7020	Closeout Documents	\$500.00
02-1040	Structural Demolition	\$46,282.00
02-1041	Selective Demolition	\$319,519.00
02-1041.1	Building B Demolition	\$44,783.00
02-6010	Sitework	\$171,184.00
02-6010	Seal Coat - Alt 4	\$16,882.00
02-6060	Asphalt Striping	\$10,290.00
03-0000	Precast Boncos	\$22,125.00
03-0100	Site Concrete	\$31,727.84
03-3100	Building Concrete	\$136,560.00
03-3100.1	Concrete Slab Sawcut and Demo	\$101,386.00
04-2200	Masonry	\$176,579.48
05-1010	Metal Decking Replacement	\$17,718.00
05-1010	Structural Steel	\$224,421.00
06-2010	Architectural Casework	\$480,343.00
07-3000	Roofing	\$652,090.00
07-9000	Joint Sealants	\$95,135.08
07-9200	Tilt-Up Joint Sealants	\$30,574.00
07-9300	Insulation	\$153,164.00
08-1010	Doors and Frames	\$279,070.00
08-3050	Overhead Doors - Building A	\$5,125.00
08-3050.1	Overhead Doors - Building B	\$20,878.00
08-8000	Glass and Glazing	\$295,090.00
09-1050	EIFS - Building A	\$130,118.34
09-2500	Parapet Walls	\$82,038.00
09-2510	Gypsum Board Assemblies	\$908,835.36

09-3010	Exterior Stone Cladding	\$130,741.00
09-3010.1	Flooring - Building A	\$355,155.00
09-3010.2	Wall Tile - Alt 10	\$25,626.00
09-5010	Acoustical Tile Ceilings	\$132,646.00
09-9000	Painting	\$268,388.74
10-0000	LCD Monitors	\$0.00
10-0000.1	Division 10 Specialties	\$1,520.00
10-2650	Entrance Mats	\$7,875.00
10-2800	Fire Extinguishers	\$5,104.00
10-3500	Flagpoles	\$4,000.00
10-4000	Signage	\$31,454.00
10-6000	Metal Toilet Compartments	\$14,344.00
10-8000	Toilet Accessories	\$31,448.00
11-0100	Detention Equipment	\$109,020.00
15-0000	Mechanical and Plumbing	\$1,694,333.41
15-5000	Fire Protection	\$166,460.00
15-8000	Mechanical and Plumbing Early Work	\$38,348.00
16-5000	Electrical	\$1,453,819.00
33-0000	Site Utilities	\$60,819.00
33-1000	Landscaping	\$13,581.00
99-0100	CMAR Contingency	\$43,344.13
99-0150	Sub Bonds/Guard/Warranty	\$36,451.00
99-0180	BIM / QA	\$16,892.00
99-0200	4% Fee	\$389,917.33
99-0300	NMGRT 7.8750%	\$848,173.16
ASI-002	Braced Framing	\$2,179.00
CONT-001	Survey Discrepancies for Water Main Location	\$5,519.00
CONT-002	Change Directive 001 - Added Window and Electrical VE	\$12,691.00
CONT-003	Change Directive 002 - Revised Code Plan and Detention Details	\$43,005.00
CONT-004	RFI-065 Exterior Continuous Footing	\$12,951.00
CONT-006	Sewer Tie-in for Building B	\$7,447.00
CONT-007	Fire Riser Room HVAC Alternate 001	\$2,067.00
CONT-009	Sliding Entrance Door	\$19,606.00
CONT-011	Existing Colum and Beam Entry B101	\$2,008.00
CONT-012	Exterior Wall Framing Clips Confirmation	\$3,105.00
CONT-017	PR-008 - Change in Conference C157	\$1,948.00
CONT-021	ASI-026 Bracing at Canopy	\$5,756.00
CONT-022	PR-010 Health Office Cleanouts	\$1,150.00
CONT-025	PR-001 Landscaping at Front Entrance	\$19,696.00
CONT-026	ASI-020 Revised Door Hardware	\$3,000.00

DA's Office Reimbursement \$11,000.00

CONT-028	Existing Asphalt Elevations at ADA Sidewalk Ramps	\$19,410.00
CONT-029	Site Parking Lot Islands	\$77,285.00
CONT-030	Building HVAC Test and Balance	\$24,430.00
CONT-031	Smiths Exit Door	\$4,880.00
RFT-006	Rusted Metal Decking Replacement	\$179,564.00
	<b>TOTAL</b>	<b>\$11,520,985.06</b>
	<b>High Desert Roofing-Smith's Re Roof</b>	<b>\$233,796.40</b>
	<b>Asbestos Abatement -Building A, B and Bank</b>	<b>\$81,929.12</b>
	<b>NMGCO-Connect Service</b>	<b>\$969.80</b>
	<b>Continental Divide Electric-Underground Conductor/Transformer</b>	<b>\$26,874.84</b>
	<b>NCA Architects</b>	<b>\$953,498.41</b>
	<b>McDade Woodcock-Special Systems</b>	<b>\$262,952.88</b>
	<b>Business Environments-Furniture for Assessors, Treasurers, Clerks, DWI/Compliance and IT, GIS, Rural Addressing and Maintenance</b>	<b>\$237,258.32</b>
	<b>NM Construction Industries-Moving Costs</b>	<b>\$3,562.44</b>
	<b>NM Construction Industries-Furniture</b>	<b>\$26,330.64</b>
	<b>PROJECT TOTAL COST</b>	<b>\$13,348,157.91</b>
	<b>Bonds for Project</b>	<b>\$12,513,614.19</b>
	<b>2013 Capital Outlay</b>	<b>\$98,882.87</b>
	<b>2014 Capitol Outlay</b>	<b>\$230,000.00</b>
	<b>CDEC Rebate for LED Lighting</b>	<b>\$24,210.50</b>
	<b>Project Overage</b>	<b>\$481,450.35</b>

Could not use Capitol Outlay

APPO Reimbursement \$31,788.00



Cibola County, NM

# Detail Report with Activity and Encumbrance

## Account Detail

Date Range: 01/01/2017 - 01/31/2017

Account	Name			Beginning Balance	Total Activity	Ending Balance	Beginning Enc. Balance	Total Enc. Activity	Ending Enc. Balance	
Fund: 563 - CONSTRUCTION FUND										
<a href="#">563-085-445-00101</a>		PROFESSIONAL SERV.			7,858,758.69	304,522.04	8,163,280.73	983,733.65	-300,713.26	683,020.39
Post Date	Packet Number	Number	Description	Project Account		Amount	Running Balance	Encumbrance	Running Balance	
01/13/2017	POPKT01621	3	APPO NM GRT			1,319.31	7,860,078.00			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017		40862	ELECTRICAL ROUGH-IN					-1,319.31	982,414.34	
	Vendor:	MCDADE-WOODCOCK INC - 28892								
01/13/2017	POPKT01621	3	BOND/NMGRT			3,808.78	7,863,886.78			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017	POPKT01621	3	APPO ELECTRICAL ROUGH IN			5,398.00	7,869,284.78			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017		40862	ELECTRICAL ROUGH-IN					-5,398.00	977,016.34	
	Vendor:	MCDADE-WOODCOCK INC - 28892								
01/13/2017	POPKT01621	3	APPO CAT 6 TERMINATION TEST			6,151.00	7,875,435.78			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017		40862	ELECTRICAL ROUGH-IN					-6,151.00	970,865.34	
	Vendor:	MCDADE-WOODCOCK INC - 28892								
01/13/2017	POPKT01621	3	APPO CCTV SYSTEM			8,096.00	7,883,531.78			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017		40862	ELECTRICAL ROUGH-IN					-8,096.00	962,769.34	
	Vendor:	MCDADE-WOODCOCK INC - 28892								
01/13/2017	POPKT01621	3	APPO HIRSCH IDENTITY DOOR ACCESS CONTROL			8,964.20	7,892,495.98			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017		40862	ELECTRICAL ROUGH-IN					-8,964.20	953,805.14	
	Vendor:	MCDADE-WOODCOCK INC - 28892								
01/13/2017	POPKT01621	3	CAMERA SYSTEM DETENTION AREA			12,679.20	7,905,175.18			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017		40862	ELECTRICAL ROUGH-IN					-12,679.20	941,125.94	
	Vendor:	MCDADE-WOODCOCK INC - 28892								
01/13/2017	POPKT01621	3	COMMISSION ROOM BASE SOUND AND AV			16,188.00	7,921,363.18			
	Vendor:	28892 - MCDADE-WOODCOCK INC		Payment Number:	87270					
01/13/2017		40862	ELECTRICAL ROUGH-IN					-16,188.00	924,937.94	

Detail Report with Activity and Encumbrance

Date Range: 01/01/2017 - 01/31/2017

Account				Beginning Balance	Total Activity	Ending Balance	Beginning Enc. Balance	Total Enc. Activity	Ending Enc. Balance
<a href="#">563-085-445-00101</a> PROFESSIONAL SERV. - Continued				7,858,758.69	304,522.04	8,163,280.73	983,733.65	-300,713.26	683,020.39
Post Date	Packet Number	Number	Description	Project Account		Amount	Running Balance	Encumbrance	Running Balance
Vendor: MCDADE-WOODCOCK INC - 28892									
01/13/2017	POPKT01621	3	DOOR ACCESS CONTROL (SECURE AREA)			19,498.20	7,940,861.38		
Vendor: 28892 - MCDADE-WOODCOCK INC Payment Number: 87270									
01/13/2017		40862	ELECTRICAL ROUGH-IN					-19,498.20	905,439.74
Vendor: MCDADE-WOODCOCK INC - 28892									
01/23/2017	POPKT01622	17	CONSTRUCTION BASE PLUS ALTERNATES			222,419.35	8,163,280.73		
Vendor: 28588 - JAYNES CORPORATION Payment Number: 87324									
01/23/2017		39737A-R1	PRE-CONSTRUCTION OPEN PO					-222,419.35	683,020.39
Vendor: JAYNES CORPORATION - 28588									
Total Fund: 563 - CONSTRUCTION FUND:				7,858,758.69	304,522.04	8,163,280.73	983,733.65	-300,713.26	683,020.39
Grand Totals:				7,858,758.69	304,522.04	8,163,280.73	983,733.65	-300,713.26	683,020.39

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance	Beginning Enc. Balance	Total Enc. Activity	Ending Enc. Balance
563 - CONSTRUCTION FUND	7,858,758.69	304,522.04	8,163,280.73	983,733.65	-300,713.26	683,020.39
Grand Total:	7,858,758.69	304,522.04	8,163,280.73	983,733.65	-300,713.26	683,020.39





**Cibola County  
Board of County Commissioners  
Resolution 16-48**

**A Resolution  
Relating to the Use of Public Buildings or Properties, such as  
Community Centers, Meeting Rooms or Parks, by Individuals,  
Groups and Other Non-County Entities**

**WHEREAS**, NMSA 1978, Section 3-18-1 (1972) provides that municipalities, and also counties pursuant to NMSA 1978, Section 4-37-1 (1995), have the power to “protect generally the property of its municipality and its inhabitants” and to “preserve peace and order”; and,

**WHEREAS**, NMSA 1978, Section 4-38-13 (1876) provides that the Board of County Commissioners shall have power at any session to make such orders concerning the property belonging to the County as they may deem expedient; and,

**WHEREAS**, NMSA 1978, Section 4-38-16 (1876) provides that the Board of County Commissioners shall have power to build and keep in repair all County buildings; and,

**WHEREAS**, NMSA 1978, Section 30-20-13 (1981) prohibits the interference with members of staff, public officials or the general public on County property, trespass and damage to County property and provides for penalties; and,

**WHEREAS**, the Board of County Commissioners has determined that the health, safety and general welfare of residents of Cibola County, and the efficient, safe and orderly conduct of County business by County officials, employees, service-providing organizations and members of the public would best be served by the adoption of a policy regulating conduct within County buildings, such as community centers, utilized for non-County events or activities.

**NOW, THEREFORE BE IT RESOLVED** that the governing body of Cibola County establishes this policy regulating use and conduct within County buildings for non-County events and activities, as follows:

**I. INTENT OF POLICY**

- A. The intent of this policy is to regulate conduct within County-owned or leased buildings or facilities, so as to promote the efficient, safe, and orderly use of County buildings or properties, including community centers, senior centers, and

fire stations, for non-county events or activities by County officials, employees, service-providing organizations and members of the public.

- B. This policy prescribes the rules and regulations under which County-owned buildings or property may be made available for use by community organizations, service-providing organizations, or individuals and groups.
- C. Questions concerning the interpretation of this policy will be referred to the County Manager or his/her designee.

## **II. PRIMARY USE**

Cibola County buildings and properties are first and foremost for the use of residents of the County. When a building or property is not in use by a program administered by the County, the State, or the United States government, (depending on specific funding or grant/loan restrictions) for the benefit of Cibola County residents, the facilities may be reserved by individuals, social groups, educational groups, service-providing groups, hobby, civic, cultural, community service organizations, and religious groups.

## **III. APPROVED PERMITS**

- A. Permission for use of a County building or property is granted upon the condition that all rules and regulations governing the use of the facility shall be followed, as permission may be revoked at any time for failure to do so.
- B. Individuals, social groups, educational groups, service-providing groups, hobby, civic, cultural, community service organizations, and religious groups wishing to use a County building or property must make application (see Exhibit A) at least five (5) working days in advance of the proposed date of use.
- C. The Board of County Commissioners will sponsor all governmental, educational, cultural, and instructional public events, provided that they are open to all county residents, not political, advertised, and that they constitute a low-risk event as defined by the Tenant Users Liability Insurance Program (“TULIP”), provided that a release is executed by the organizer of the event. The form of release is enclosed as Exhibit C to this Resolution.
- D. Permits are issued on a first come, first served basis for non-governmental functions. Permission will depend on availability of staff and space.

- A. All permits shall be applied for and issued by the County upon recommendation by the Maintenance Director or his/her designee. A permit denial is appealable to the Board of County Commissioners pursuant to the appeals process set forth in Section 154.062.
- B. A refundable clean-up and security deposit must accompany the application. The application will not be issued if it is missing. Reservation of the date and facility will not be made until the completed application and deposit are received. The Certificate of Insurance should accompany the application. However, if this is not possible, the Certificate of Insurance must be on file with the County at least two (2) days prior to the event.
- C. The County Manager or his/her designee has the right to revoke any permit due to unforeseen circumstances, or infractions of the policies. A revocation of the permit may be appealed to the Board of County Commissioners pursuant to the appeals process set forth in Section 154.062.
- D. The Board of County Commission may appoint residents from the Community to open/ close facility and advise the County Manager/ Maintenance Director of any events being held. The keys for the Community will centralized in the Maintenance Director or his/ her designee.

#### IV. **FEES**

All individual and group (see Exhibit A) events and activities will be required to compensate Cibola County and its residents for use of County facilities, except as otherwise provided in Section III(C) of this Policy. Compensation will include some or all of the following components:

- Cleaning/Damage Deposit (refundable)
- Open/Closing Fee (non-refundable)
- Activity Rental Fee (per day/per hour/per activity) for all private uses (non-refundable)
- TULIP Insurance Cost (non-refundable)

The Damage Deposit may be returned following inspection of the event/activity once the County facility is found to be in a condition similar prior to its use by an individual or group. A memo from the Maintenance Director will be issued to the Treasurer's office to reimburse all or part of the damage deposit, depending on any clean-up or damage issues (see Sections V and VI).

- E. Fees (as defined in Exhibit A) will only be accepted by the Cibola County Treasurer's Office. Cash, checks, or money orders will be accepted. Receipts will be issued to the individual renting County facilities or property.

## **V. CERTIFICATE OF INSURANCE**

- A. Except as provided in Section III(c) herein, all individual and group events and activities that are not sponsored by the County as provided herein will be required to provide a Certificate of Insurance in the amount of one million dollars (\$1,000,000) naming Cibola County as "Additional Insured" prior to use of the building or facility. Vendors related to groups or individuals using a County building or facility shall provide a copy of the Facility Use Permit and Certificate of Insurance to the Public Works Director, or his/her designee.
  - 1. Insurance may be obtained through the County's carrier, the New Mexico Association of Counties, through its Tenant Users Liability Insurance Program (TULIP). Except as otherwise provided herein, insurance must be obtained prior to the requested use of the County Facility. See Exhibit C for information regarding purchasing TULIP insurance.
  - 2. Insurance may also be obtained through a private insurance company by the responsible individual hosting the event/activity. The insurance requirements must be the same as listed in (A) and must be obtained prior to use of the County facility.

## **VII. SECURITY**

- A. All groups and individuals using the facility are responsible for the contents and security of the building and property. Opening and closing of a building will be performed by a County employee, or their designee, as part of the building usage agreement to ensure condition of the facility and its contents before and after and event/activity.
- B. Except as provided in Section III(C) herein, a clean-up and security deposit of not less than one hundred dollars (\$100) is required of all individuals/groups using a County building. There may also be a fifty dollar (\$50) damage and security deposit required for the use of the kitchen facilities (if applicable). A one-time four hundred dollars (\$400) clean-up and security deposit may be required for events or activities that have previously used a County building and have left the building or property in an untidy or dilapidated condition.

- C. Except as provided by Section III(C) herein, individuals or groups using the facility on a regular basis (i.e. every first Thursday of the month) may only be required a single damage deposit for all its events and may have the deposit returned following the final date of scheduled use.
- D. In buildings where kitchen facilities are available for use, the kitchen must be maintained to a commercial standard if the building is currently maintained to a commercial standard. Strict adherence to kitchen policies and procedures is required. Failure to do so will result in denial of future permit requests.

## **VIII. DAMAGES**

- A. The individual responsible for the group and the group as a whole shall be responsible for all damage to the County building or property.
- B. Groups and individuals allowed to use a County building or property must leave the space in an acceptable condition.
- C. All damages to the County building or property will be the responsibility of the user, and cost of any damages will be deducted from the security deposit. Any additional expenses to repair or clean-up above and beyond the collected security deposit will be billed directly to the responsible individual.
- B. The group or individual will be notified within thirty-six (36) hours of the damage and provided an itemized list of damages and estimated cost of repairs and/or clean-up. Payment for damages will be deducted from the clean-up and security deposit. Any additional billed amount above the collected security deposit will be required to be paid to the County within thirty (30) days of receipt of notice from the County. Failure to make payment will result in suspension of further use of any County building or property.

## IX. REPARATION AND CLEAN-UP

Users of a County building or property are responsible for any changes in room arrangements prior to use and all clean-up after. This must be done within the time frame for which the County building or property has been reserved. Any expense for special clean-up and/or restoring room arrangements performed by County staff as a result of non-compliance with this provision will be deducted from the clean-up and security deposit.

## X. CANCELLATIONS

- A. Any changes/cancellation in a scheduled reservation must be made at least two days prior to the requested date. The changes/cancellation must be made to the Maintenance Director in writing.
- B. If cancellation is made two (2) days or more in advance of the event or activity, all fees will be reimbursed.
- C. Changes to an event or activity which will require additional fees will require those fees be collected by the Public Works Department prior to the event or activity. Changes that may reduce previously collected fees will be recalculated and any refunds will be made at the conclusion of the event or activity.
- D. Notification of cancellation to members of the private group or organization is the sole responsibility of the organizer.

## XI. CONDUCT

The applicant responsible for the permit is required to observe and insure that County rules and regulations are observed and adhered to, and that persons associated with their activity or event shall respect all County property, personal property rights of others, and avoid unnecessary noise disruption to neighbors.

## XII. PROHIBITED CONDUCT

The following conduct shall be prohibited upon county property.

- A. **Smoking.** Smoking is not permitted within County buildings, in compliance with the New Mexico Clean Indoor Air Act, NMSA 1978, § 24-16-1 *et seq.* (1985) and Cibola County Policy. The ordinance is on file in the Office of the County Manager or Office of the County Clerk.
- B. **Weapons.** No person shall illegally carry or store a weapon or firearm on county property at any time during the event that is covered by this application.
- C. **Animals.** Animals of any kind are prohibited from entry into County buildings except for qualified assistance animals or at the Animal Control Center. Any

person with a qualified assistance animal shall be liable for any damage done by his or her qualified assistance animal.

- D. **False Alarms.** Initiating or causing to be initiated any false report, warning or threat of fire, explosion or other emergency is prohibited at county buildings. Misusing or damaging fire safety equipment on County property is prohibited.
- E. **Controlled Substances.** The use, possession, or distribution of any controlled substance or illegal drug in a County building or on County property is prohibited.
- F. **Alcoholic Beverages.** The use, possession or distribution of alcoholic beverages in any County building is prohibited.
- G. **Fireworks.** Use or possession of allowed fireworks per the current Ordinance pertaining to the Sale and Use of Fireworks in the unincorporated Areas of Cibola County, unless expressly authorized in writing by the County Manager, is prohibited.

#### **XI. LIMITATIONS**

- E. Nothing in this policy shall be construed to prevent lawful assembly and peaceful and orderly petition for the redress of grievances, including any labor dispute.
- F. Nothing in this policy shall limit the County Manager in adopting additional rules and regulations as such may be required from time to time or in enforcing laws, regulations or policies to insure the protection and security of County buildings or facilities.

#### **XIII. EXHIBITS**

Exhibit A – Building Usage Application

Exhibit B – NMAC Tulip

Exhibit C – Release Form

**APPROVED, ADOPTED, AND PASSED** on this 23<sup>rd</sup> day of February, 2017.

**BOARD OF COUNTY COMMISSIONERS**

---

JACK MOLERES, CHAIRMAN

---

ROBERT ARMIJO, 1<sup>ST</sup> VICE CHAIRMAN



---

ROBERT WINDHORST, 2<sup>ND</sup> VICE CHAIRMAN

---

MARTHA GARCIA, COMMISSIONER

---

DANIEL TORREZ, COMMISSIONER

ATTEST BY:

---

MICHELLE E. DOMINGUEZ, COUNTY CLERK

Exhibit A  
**APPLICATION FOR USE**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Date Needed: \_\_\_\_\_ Time: From \_\_\_\_\_ TO: \_\_\_\_\_

Reason for Building Use: \_\_\_\_\_

Number of People Expected: \_\_\_\_\_

Fees: Cleaning/Damage Deposit (Refundable if facility does not need cleaning/no damage): \$350.00

Wedding: up to 4 hours: \$250.00; 4-6 hours: \$350.00

Birthday Party: up to 4 hours: \$175.00

Meetings, non-governmental: \$100.00

Memorial/Funeral Services: \$50.00

Baby Showers: up to 4 hours: \$175.00

Arts and Craft Shows: per day: \$350.00

Community Events: Free

County Sponsored Events: Free

County Employees: \$75.00 off of use.

Total Fees collected: \_\_\_\_\_ Ck #: \_\_\_\_\_

**(Any and all fees may be waived by the County Manager.)**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of County Official: \_\_\_\_\_ Date: \_\_\_\_\_

## Exhibit B

### **NMAC TULIP (Tenant Users Liability Insurance Program)**

TULIP Insurance must be purchased through the One Beacon Insurance Group if not purchased through a private insurance organization (i.e. homeowner's insurance). Insurance may only be obtained through One Beacon's website. Instructions for obtaining insurance are as follows:

1. Go to the One Beacon Insurance Group website at [www.onebeaconentertainment.com](http://www.onebeaconentertainment.com)
2. On the main page, under "TULIP – Event Insurance" click "Purchase or Quote".
3. You will be taken to the quote page. Enter Cibola County's Venue ID Code: OB31-023, and follow the instructions as they take you through their on-line form.
4. You will be prompted through a number of screens to provide such information as the type of event you are planning, the number of attendees, and the date of the event.
5. Once you complete the necessary information, you will be provided with a quote for the TULIP insurance
6. Continue to following the instructions to pay for and print your documentation for insurance.
7. Provide a copy (either email or hard copy) to the Cibola County Maintenance Director for your event.

**A copy of the Insurance must be on file with Cibola County Maintenance Director two (2) days prior to the event for non-county sponsored events.**

## Exhibit C

### Building Usage Waiver Form

Please read the following carefully. If you have any questions, have them answered before signing this document. (Please Print Legibly)

I, \_\_\_\_\_ (name), in exchange and consideration for being allowed to utilize the authorized County facilities pursuant to the County's Building Usage Policy, hereby release and waive and hold harmless the County of Cibola its elected officials, officers, agents and employees, from and against any and all claims, demands or causes of action of any type whatsoever, including property damage, personal injury or death arising out of or in any way relating to my use of the County Facility.

By signing this waiver of liability and release, I acknowledge that I have read and understood this document and fully agree to its terms and conditions.

---

Signature

---

Date



**CIBOLA COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**RESOLUTION 17-15**

**BENEFITS & SALARIES OF APPOINTED OFFICIALS**

**WHEREAS**, the Board of County Commissioners of Cibola County, met in a meeting on February 9, 2017, at 5:00 pm in the Cibola County Commission Chamber, 700 East Roosevelt Ave. Suite 50, Grants, NM 87021; and,

**WHEREAS**, NMSA 1978, Section 10-1-13 (C) (2012) provides in pertinent part that “[e]ach county officer shall appoint a deputy or clerk, as allowed by law, who shall take the oath of office required of the appointing county officer and shall receive salary as provided by law;” and,

**WHEREAS**, the chief deputies of elected officials are appointed by the respective elected officials and not subject to the terms of the County’s Personnel Policy Ordinance; and,

**WHEREAS**, in order to provide clear guidance to County Administrative Personnel & Payroll Staff the Board of County Commissioners has determined that it is necessary, to clarify and restate the conditions of employment and the salary & benefits afforded to chief deputies of elected officials.

**NOW, THEREFORE, BE IT RESOLVED**, by the Cibola County Board of Commissioners that:

1. The chief deputies of elected officials (hereinafter referred to as “Appointed Officials”) may be appointed at the sole discretion of the respective elected official and are terminable at will.
2. The Appointed Officials are FLSA Exempt positions, do not accumulate sick or annual leave and are required to work at time, place and manner directed by their respective elected official.
3. Appointed Officials must participate in PERA, unless specifically excluded by the Public Employee Retirement Association per law, and are subject the all federal and state wage withholding requirements.

4. The salary rate of the Chief Deputy Assessor, Chief Deputy Clerk and Chief Deputy Treasurer shall be as follows:

	<b>Experience</b>	<b>Compensation</b>
a.	4 Years or Less of Employment with the Respective County Office or Equivalent	70% of the Elected Official's Salary
b.	4 or more Years of Employment with the Respective County Office or Equivalent	80% of the Elected Official's Salary

5. The Board of County Commissioners expressly reserves the right to revisit this resolution subject to the availability of funds.

**APPROVED, ADOPTED, AND PASSED** on this 23<sup>rd</sup> day of February, 2017.

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
JACK MOLERES, CHAIRMAN

\_\_\_\_\_  
ROBERT ARMIJO, 1<sup>ST</sup> VICE CHAIRMAN

\_\_\_\_\_  
ROBERT WINDHORST, 2<sup>ND</sup> VICE-CHAIRMAN

\_\_\_\_\_  
MARTHA GARCIA, COMMISSIONER

\_\_\_\_\_  
DANIEL TORREZ, COMMISSIONER

ATTEST BY:

\_\_\_\_\_  
MICHELLE E. DOMINGUEZ, COUNTY CLERK



**CIBOLA COUNTY  
BOARD OF COUNTY COMMISSIONERS  
RESOLUTION 17-18**

**CIBOLA COUNTY INCLEMENT WEATHER CLOSURE POLICY**

**WHEREAS**, the Board of County Commissioners of Cibola County, met in a meeting on February 23, 2017, at 5:00 pm in the Cibola County Commission Chamber, 700 East Roosevelt Ave. Suite 50, Grants, NM 87021; and,

**WHEREAS**, the Board of County Commissioners represent the county and the management of the interest of the county in all cases where no other provision is made by law, NMSA 1978, Section 4-38-18; and,

**WHEREAS**, the Board of County Commissioners may employ a County Manager to conduct the business of the county, to serve as personnel officer, fiscal director, budget officer, property custodian and to act generally as the administrative assistant to the board, aiding and assisting it in the exercise of its duties and responsibilities, NMSA 1978, Section 4-38-19; and,

**THEREFORE**, the following policy is adopted to provide guidelines for County operation during periods of inclement weather.

1. For the safety of county employees and the public, when conditions dictate, the Cibola County Manager may close offices, authorize late reporting or early release due to inclement weather. Cibola County will follow the inclement weather delay and closure schedule set forth by the Grants Cibola County Schools. If in the event that the Grants Cibola County Schools are not in session, inclement weather delays, closures and early dismissals will be at the discretion of the County Manager or designee after consultation with the Board of County Commission Chairman.
2. The County Manager will notify Department Heads at that time so they may notify their respective staff. The County Department Heads



are responsible for ensuring that all public safety positions are maintained and that all statutory functions, i.e.: voting, recording, payment of taxes, etc.; are continued as early as possible and the public is accommodated if there is a delay as a result of inclement weather.

3. Every effort will be made to post the delay or closure on the County Administrative Building/Courthouse doors informing the public of the delay or closure as early as possible by the Facilities Maintenance Supervisor.
4. Any employee who does not appear for work on a day where there is an authorized weather delay, closure, or early departure will need to take the appropriate number of hours of vacation. If the person does not have any vacation leave available sick leave may be substituted.
5. Any employee, as a result of inclement weather, who does not feel safe in reporting to work at the County shall be authorized to use his or her vacation for that period. Said employee shall contact their supervisor and/or department head within thirty (30) minutes after the time that the County opens to inform them of the need to use leave for that day.
6. The provisions of this policy only apply to non-essential Cibola County personnel, and do not apply to the Sheriff's Office, Detention Center, Regional Dispatch or Road Department. Should Cibola County be under a delay, closure or early departure the Sheriff, Detention Administrator, PSAP Manager and the Road Superintendent shall determine which personnel, if any, in their respective department shall be authorized to arrive late or depart early from work.

**APPROVED, ADOPTED, and PASSED** on this 23rd day of February, 2017.

**BOARD OF COUNTY COMMISSIONERS**

---

JACK MOLERES, CHAIRMAN

---

ROBERT ARMIJO, 1<sup>ST</sup> VICE-CHAIRMAN

---

ROBERT WINDHORST, 1<sup>ST</sup> VICE-CHAIRMAN

---

MARTHA GARCIA, COMMISSIONER

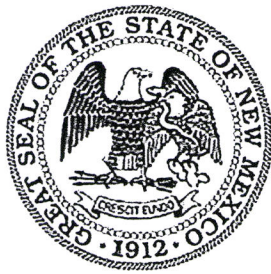
---

DANIEL TORREZ, COMMISSIONER

ATTEST BY:

---

MICHELLE E. DOMINGUEZ, COUNTY CLERK



STATE OF NEW MEXICO  
SECRETARY OF STATE

December 20, 2016

**RE: 2017 NVRA Purge - Reminder**

Dear Clerks:

Pursuant to Section 1-4-28 NMSA 1978 of the New Mexico Election Code, the secretary of state, county clerks, and boards of registration, in compliance with the National Voter Registration Act of 1993 (NVRA), shall remove from the official list of eligible voters the names of voters who are ineligible to vote due to a change of residence. This process occurs each odd numbered year and is based upon the results of the confirmation mailing sent by the secretary of state two years prior to the purge. For the 2017 purge, the uniform and non-discriminatory confirmation mailing was conducted by the secretary of state in August 2014.

In order to begin the process of preparing for the 2017 purge, each county clerk must take steps to coordinate with local political party chairs and county commissioners to establish the board of registration. Pursuant to 1-4-33 NMSA 1978, on or before the first Monday of February of each odd numbered year, in this case February 6, 2017, the county chair of each of the qualified political parties may furnish the board of county commissioners with a list of four voters in the county as a recommendation to be a member of the board of registration. Each party chair must indicate their preference for appointment by placing the number 1-4 opposite the name of each person on the list.

Pursuant to 1-4-34 NMSA 1978, the county commissioners must then meet at its first regularly scheduled meeting in February and appoint three voters from the lists who shall constitute the board of registration for the county. The commissioners must give preference to the names in the order indicated by the local party chairs. No more than two of the three persons appointed to the board of registration shall be members of the same major political party at the time of their appointment, provided that if a major party has no voter who is able to fill the position, a voter from another major party may be chosen by the county clerk. Additionally, the county commissioners shall appoint two alternates who shall not belong to the same political party at the time of their appointment.

Once the board of registration is selected, the county clerk or authorized deputy shall serve as the secretary to the board. Additionally, the board is required to meet in the office of the county clerk no later than March 15, 2017 and is eligible for per diem and mileage out of the regular county budget. Further instructions for the meeting of the board of registration and the subsequent purge of voters will be provided by our office early next year.

Should you have any questions please feel free to contact the Elections Division at 505-827-3600 or via email at [sos.elections@state.nm.us](mailto:sos.elections@state.nm.us).

Sincerely,

Maggie Toulouse Oliver  
Secretary of State

## Michelle Dominguez

---

**From:** Beverly Michael <bevmike505@gmail.com>  
**Sent:** Monday, February 06, 2017 1:44 PM  
**To:** Michelle Dominguez  
**Subject:** Voter Purge Committee

I am recommending the following:

Mary Lundstrom: 1418 Willow Dr., Milan, NM 87021; 505-287-4675

Joseph Ray: P.O. Box 402, Casa Blanca, NM 87007; 505-267-1814

Victoria Carreon: 505-290-0264

Alternates:

Brooke Garcia: P.O. Box 15, Pine Hill, NM 87357; 505-850-2959

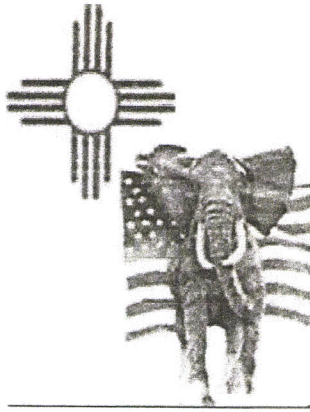
Rebecca Touchins: 505-382-0665

--

Beverly Michael, Chairman

Cibola County Democratic Party

505-980-0886



**REPUBLICAN PARTY  
Of  
CIBOLA COUNTY**

Deniece J Cornett, Chair  
Pattie Alexander, 1st Vice Chair  
Ronny Pynes, 2nd Vice-Chair  
To Be Appointed, Secretary  
Valerie Taylor, Treasurer

---

**OFFICIAL NOTICE**

In following the New Mexico State Uniform Rules the Republican Party of Cibola County held its Biannual County Convention January 10th, at the Cibola County Building, 515 High Street, Grants, New Mexico. The following officers and delegates were elected to lead the Republican Party of Cibola County.

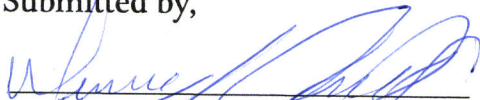
**Cibola Republican Central Committee Officers**

CHAIR:	Deniece Cornett
1 <sup>st</sup> VICE - CHAIR:	Pattie Alexander
2 <sup>nd</sup> VICE- CHAIR:	Ronny Pynes
TREASURER:	Valerie Tayler
SECRETARY:	To Be Appointed

**Cibola Republican Central Committee Delegates**

Delegate #1	Donald Taylor Jr
Delegate #2	Erik Garcia
Delegate #3	John Easton
Delegate #4	To Be Appointed

Submitted by,

  
Deniece Cornett, Chairwoman  
Republican Party of Cibola County



**CIBOLA COUNTY  
BOARD OF COUNTY COMMISSIONERS  
RESOLUTION 17-19**

**APPOINTMENT OF COUNTY BOARD OF REGISTRATION**

**WHEREAS**, the Board of County Commissioners of Cibola County, met in a meeting on February 23, 2017 at 5:00 pm in the Cibola County Commission Chamber, 700 East Roosevelt Ave. Suite 50, Grants, NM 87021; and,

**WHEREAS**, a County Board of Registration is necessary for the conduct of elections in order to maintain a current Cibola County voter registration list as required by the laws of New Mexico and the United States; and,

**WHEREAS**, NMSA 1978, Section 1-4-34 (1996) provides that the Board of County Commissioners shall in February of each odd-numbered year appoint three voters who shall constitute the board of registration for the county; and,

**WHEREAS**, NMSA 1978, Section 1-4-34 (1996) further provides that no more than two of the three persons appointed to the board of registration shall be members of the same major political party at the time of their appointment and that two alternate members shall be appointed who shall not belong to the same political party at the time of their appointment.

**WHEREAS**, on or before the first Monday in February, the county chairmen of each recognized political party had the opportunity to furnish the Board of County Commissioners the names of four voters in the county, each of whom is able to read and write legibly and is otherwise competent to perform the duties required of a member of a board of registration pursuant to NMSA 1978 Section 1-4-33 (1975).

**NOW THEREFORE, BE IT RESOLVED**, by the Cibola County Board of County Commissioners that the following appointments to the Board of Registration are hereby made, whose terms shall expire the first day of February 2019:

\_\_\_\_\_  
MEMBER

\_\_\_\_\_  
PARTY

\_\_\_\_\_  
MEMBER

\_\_\_\_\_  
PARTY

\_\_\_\_\_  
MEMBER

\_\_\_\_\_  
PARTY

\_\_\_\_\_  
ALTERNATE MEMBER

\_\_\_\_\_  
PARTY

\_\_\_\_\_  
ALTERNATE MEMBER

\_\_\_\_\_  
PARTY

**APPROVED, ADOPTED, AND PASSED** on this 23rd day of February, 2017.

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF CIBOLA

\_\_\_\_\_  
JACK MOLERES, CHAIRMAN

\_\_\_\_\_  
ROBERT ARMIJO, VICE CHAIRMAN

\_\_\_\_\_  
ROBERT WINDHORST, COMMISSIONER

\_\_\_\_\_  
MARTHA GARCIA, COMMISSIONER

ATTEST BY:

\_\_\_\_\_  
DANIEL TORREZ, COMMISSIONER

\_\_\_\_\_  
MICHELLE E. DOMINGUEZ, COUNTY CLERK

## MEMORANDUM OF UNDERSTANDING

Native American Early Voting

And Space Use Agreement

Location: Ramah Chapter House/Training Center

This **Memorandum of Understanding (MOU)** is between the “**Cibola County Office of the County Clerk, Bureau of Election**” (BOE) and “**Navajo Nation**” (working through the Navajo Nation Election Administration) an Indian Nation has registered voters within **Cibola County**, New Mexico and is entered into for the Elections to be held in the year **2017/2018** and effective for the **2017/2018** Election Cycle only upon concurrence and acceptance by the New Mexico Secretary of State.

**Whereas**, The State of New Mexico has adopted a law (NMSA 1978 §1-6-5.8) regarding the ability for early voting within an Indian Nation, Tribe, or Pueblo upon Certain conditions; and,

**Whereas**, Navajo Nation through the Navajo Nation Election Administration, has timely submitted a written request pursuant to NMSA 1978 §1-6-5.8 (A); and,

**Whereas**, **Cibola County** BOE is willing to discuss and negotiate the variable terms mentioned in the Statue, including duration and hours of operation of early voting; and,

**Whereas**, the Statue places conditions on the Indian Nation, Tribe, or Pueblo, including an appropriate facility and services (including **STABLE internet connection**) at the Indian Nation, Tribe, or Pueblo’s expense; and,

**Therefore**, the **Cibola County** Office of the County Clerk, Bureau of Elections, and the Navajo Nation (working through the Navajo Nation Election Administration), understand and agree on the duties and responsibilities described herein.

1. It is the duty of all signatories to this **MOU** to work in good faith for the **2017/2018 Election Cycle year**.
2. Duties of the Navajo Nation:
  - A. Provide rent free, a building (or office space within a building) including but not limited to space and utilities that will; accommodate; at least one **Dominion Image**



**Cast Precinct (ICP) Machine; Ballot Marking Device (BMD) with Audio Tactile Interface (ATI Controller);** be ADA accessible and allow for ADA Voter Assist Terminal; a desk (or table) for the use of the BOE and Election Officials; Fax Capability for use by the BOE for Early Voting Daily Reports; accessibility to Internet Connection allowing the BOE to connect to the main server of the Secretary of State; Telephone access to all Election Officials to contact BOE; a secured area assigned exclusively to the BOE for storage of ballots or ballot systems; and, sufficient parking for voters to park.

- B. The BOE shall be given the space assignment by the Navajo Nation Election Administration at the **Ramah Chapter House/Training Center**. The space so assigned shall conclude by the Bureau of Elections removing their equipment within five (5) working days from the conclusion of the Cibola County Election Canvass.
- C. The Contract assigned by the Tribe with authority to deal with the BOE on any issues that may arise during the early voting operation is the Navajo Nation Election Administration (NNEA).

3. Duties of **Cibola** County Clerk, Bureau of Elections:

- A. To provide the necessary Election Officials, Interpreters, Ballots, and Machinery, necessary to operate an Early Voting location at the **Ramah Chapter House**, approximately **4 Miles South of State Route 53 on BIA 125/ HCR61 Box 13, Ramah, New Mexico, 87321**.
- B. The Contract assigned by the BOE with authority to deal with the Tribe on any issues that may arise during the Election Cycle is the **Cibola County Clerk, Michelle E. Dominguez, Phone # (505) 285-2537 or Cell # (505) 290-3685**.

4. Mutual Agreement between both parties:

- A. The dates of the Early Voting operation (and hence for the major portion of this agreement) shall be during the **2018 Primary Election Cycle to be held in June;**

- B. The dates of the Early Voting operation (and hence for the major portion of this agreement) shall be during **the 2018 General Election Cycle to be held in November;**
  - C. The hours of operation shall be Tuesday through Saturday from 8:00AM to 4:00PM during “**Early Voting Hours**” in both **Election Cycles** in **2018**.
  - D. The Early Voting places shall be effective for all Precincts as if it were a standard Early Voting Location.
  - E. The Navajo Nation requests and submitted good reason to have the following; Native Language Interpreters as a part of the Election Officials; “**One**” Navajo **Interpreter** for the **2018 Primary Election** to be held in June; and “**Two**” Navajo **Interpreters** for the **2018 General Election** to be held in November.
5. Scope of Agreement; the parties intent of this **Agreement** is to meet those obligations and requirements of the NMSA 1978 §1-6-5.8, and contains the entire understanding of the signatories and their organizations. No other understanding unless stated herein exist or are enforceable. This **Agreement** is only valid upon the signature of the proper officials from the County and the Tribe.

## NAVAJO NATION

---

Kimmeth Yazzie, Executive Director  
Office of the Navajo Nation Election Administration

---

Date

---

David Jose, Ramah Navajo Chapter President

---

Date

---

Brenda L. Yazzie, Community Service Coordinator  
Ramah Navajo Chapter

---

Date

## CIBOLA COUNTY

---

Jack Moleres, Cibola County Chairman

---

Date

---

Michelle E. Dominquez, Cibola County Clerk

---

Date

---

Effie B. Martine, Voting Rights Coordinator  
Bureau of Elections

---

Date

**CIBOLA COUNTY  
ORDINANCE NO. 17-02**

**AN ORDINANCE ADOPTING THE CIBOLA COUNTY LOCAL ECONOMIC DEVELOPMENT PLAN**

**WHEREAS**, the development of the local economy is vital to the well being of Cibola County and its residents; and,

**WHEREAS**, local communities may need to provide land buildings infrastructure and other financial incentives to compete with other states and locales in efforts to attract and retain businesses; and,

**WHEREAS**, the New Mexico State Legislature enacted NMSA 1978 Sections 5-10 1 to 5-10-13, entitled the Local Economic Development Act, which provides to local governments the authority to use public resources for economic development purposes; and,

**WHEREAS**, this Economic Development Plan Ordinance is enacted pursuant to that statutory authority.

**NOW THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE COUNTY OF CIBOLA, NEW MEXICO**

**Section 1. LOCAL ECONOMIC DEVELOPMENT PLAN**

- 1.1 This Ordinance may be cited as the "Local Economic Development Plan Ordinance."

**Section 2. AUTHORITY**

- 2.1 The Local Economic Development Plan Ordinance is enacted pursuant to the statutory authority conferred upon municipalities and counties to allow public support of economic development (NMSA 1978 Sections 5-10-1 to 5-10-13). This Ordinance is adopted as part of the County's economic development plan.

**Section 3. PURPOSE**

- 3.1 The purpose of the Local Economic Development Plan Ordinance is to allow public support of economic projects to foster, promote and enhance local economic development efforts while continuing to protect against the unauthorized use of public money and other public resources. Further, the purpose of the ordinance is to allow the County to enter into one or more joint powers agreements with other local governments to plan and support regional economic development projects.

- 3.2 Local Economic Development Act.

Local governments are allowed to provide direct or indirect assistance to qualifying business for furthering or implementing economic development plan and projects, furthermore local and

regional governments have the authority to contribute assets to development projects; however, the imposition of a tax must be approved by the voters in referendum option. The County reserves the right to impose the maximum tax for eligible uses.

#### **Section 4. DEFINITIONS AS USED IN THE LOCAL ECONOMIC DEVELOPMENT PLAN ORDINANCE**

4.1 "**arts and cultural district**" means a developed district of public and private uses that is created pursuant to the Arts and Cultural District Act [15-5A-1 through 15-5A-7 NMSA 1978].

4.2 "**cultural facility**" means a facility that is owned by the state, a county, a municipality or a qualifying entity that serves the public through preserving, educating and promoting the arts and culture of a particular locale, including theaters, museums, libraries, galleries, cultural compounds, educational organizations, performing arts venues and organizations, fine arts organizations, studios and media laboratories and live-work housing facilities.

4.3 "**department**" means the economic development department.

4.4 "**economic development project**" or "**project**" means the provision of direct or indirect assistance to a qualifying entity by a local or regional government and includes the purchase, lease, grant, construction, reconstruction, improvement or other acquisition or conveyance of land, buildings or other infrastructure; public works improvements essential to the location or expansion of a qualifying entity; payments for professional services contracts necessary for local or regional governments to implement a plan or project; the provision of direct loans or grants for land, buildings or infrastructure; technical assistance to cultural facilities; loan guarantees securing the cost of land, buildings or infrastructure in an amount not to exceed the revenue that may be derived from the municipal infrastructure gross receipts tax or the county infrastructure gross receipts tax; grants for public works infrastructure improvements essential to the location or expansion of a qualifying entity; grants or subsidies to cultural facilities; purchase of land for a publicly held industrial park or a publicly owned cultural facility; and the construction of a building for use by a qualifying entity.

4.5 "**governing body**" means the Board of County Commissioners.

4.6 "**local government**" means a municipality or county.

4.7 "**person**" means an individual, corporation, association, partnership or other legal entity.

4.8 "**qualifying entity**" means a corporation, limited liability company, partnership, joint venture, syndicate, association or other person that is one or a combination of two or more of the following:

- a) an industry for the manufacturing, processing or assembling of agricultural or manufactured products;
- b) a commercial enterprise for storing, warehousing, distributing or selling products of agriculture, mining or industry, but, other than as provided in Paragraph (e), (f) or (i) of this subsection, not including any enterprise for sale of goods or commodities at retail

or for distribution to the public of electricity, gas, water or telephone or other services commonly classified as public utilities;

- c) a business, including a restaurant or lodging establishment, in which all or part of the activities of the business involves the supplying of services to the general public or to governmental agencies or to a specific industry or customer, but, other than as provided in Paragraph (e) or (i) of this subsection, not including businesses primarily engaged in the sale of goods or commodities at retail;
- d) an Indian nation, tribe or pueblo or a federally chartered tribal corporation;
- e) a telecommunications sales enterprise that makes the majority of its sales to persons outside New Mexico;
- f) a facility for the direct sales by growers of agricultural products, commonly known as farmers' markets;
- g) a business that is the developer of a metropolitan redevelopment project;
- h) a cultural facility; and
- i) a retail business;

4.9 "**regional government**" means any combination of municipalities and counties that enter into a joint powers agreement to provide for economic development projects pursuant to a plan adopted by all parties to the joint powers agreement.

4.10 "**retail business**" means a business that is primarily engaged in the sale of goods or commodities at retail and that is located in a municipality with a population, according to the most recent federal decennial census, of:

(1) ten thousand or less; or

(2) more than ten thousand but less than thirty-five thousand if:

(a) the economic development project is not funded or financed with state government revenues; and

(b) the business created through the project will not directly compete with an existing business that is:

i) in the municipality; and,

ii) engaged in the sale of the same or similar goods or commodities at retail.

## **Section 5. RESTRICTIONS ON PUBLIC EXPENDITURES OR PLEDGES OF CREDIT**

5.1 No local or regional government shall provide public support for economic development projects as permitted pursuant to Article 9, Section 14 of the constitution of New Mexico except as provided in the Local Economic Development Act or as otherwise permitted by law.

5.2 The total amount of public money expended and the value of credit pledged in the fiscal year in which that money is expended by a local government for economic development projects pursuant to Article 9, Section 14 of the constitution of New Mexico and the Local Economic Development Act shall not exceed ten percent of the annual general fund expenditures of the local government in that fiscal year. The limits of this subsection shall not apply to:

- a) the value of any land or building contributed to any project pursuant to a project participation agreement;
- b) revenue generated through the imposition of the municipal infrastructure gross receipts tax pursuant to the Municipal Local Option Gross Receipts Taxes Act [Chapter 7, Article 19D NMSA 1978] for furthering or implementing economic development plans and projects as defined in the Local Economic Development Act or projects as defined in the Statewide Economic Development Finance Act [Chapter 6, Article 25 NMSA 1978]; provided that no more than the greater of fifty thousand dollars (\$50,000) or ten percent of the revenue collected shall be used for promotion and administration of or professional services contracts related to the implementation of any such economic development plan adopted by the governing body;
- c) revenue generated through the imposition of a county infrastructure gross receipts tax pursuant to the County Local Option Gross Receipts Taxes Act [Chapter 7, Article 20E NMSA 1978] for furthering or implementing economic development plans and projects as defined in the Local Economic Development Act or projects as defined in the Statewide Economic Development Finance Act; provided that no more than the greater of fifty thousand dollars (\$50,000) or ten percent of the revenue collected shall be used for promotion and administration of or professional services contracts related to the implementation of any such economic development plan adopted by the governing body;
- d) the proceeds of a revenue bond issue to which municipal infrastructure gross receipts tax revenue is pledged;
- e) the proceeds of a revenue bond issue to which county infrastructure gross receipts tax revenue is pledged; or,
- f) funds donated by private entities to be used for defraying the cost of a project.

5.3 A regional or local government that generates revenue for economic development projects to which the limits of Subsection 5.2 do not apply shall create an economic development fund into which such revenues shall be deposited. The economic development fund and income from the economic development fund shall be deposited as provided by law. Money in the economic development fund may be expended only as provided in the Local Economic Development Act or the Statewide Economic Development Finance Act.

5.4 In order to expend money from an economic development fund for arts and cultural district purposes, cultural facilities or retail businesses, the governing body of a municipality or county that has imposed a municipal or county local option infrastructure gross receipts tax for furthering or implementing economic development plans and projects, as defined in the Local Economic Development Act, or projects, as defined in the Statewide Economic Development Finance Act, by referendum of the majority of the voters voting on the question approving the ordinance imposing the municipal or county infrastructure gross receipts tax before July 1, 2013 shall be required to adopt a resolution. The resolution shall call for an election to approve arts and cultural districts as a qualifying purpose and cultural facilities or retail businesses as a qualifying entity before any revenue generated by the municipal or county local option gross receipts tax for furthering or implementing economic development plans and projects, as defined in the Local Economic Development Act, or projects, as defined in the Statewide Economic Development Finance Act, can be expended from the economic development fund for arts and cultural district purposes, cultural facilities or retail businesses.

- a) The governing body shall adopt a resolution calling for an election within seventy-five days of the date the ordinance is adopted on the question of approving arts and cultural districts as a qualifying purpose and cultural facilities or retail businesses as a qualifying entity eligible to utilize revenue generated by the Municipal Local Option Gross Receipts Taxes Act or the County Local Option Gross Receipts Taxes Act for furthering or implementing economic development plans and projects as defined in the Local Economic Development Act or projects as defined in the Statewide Economic Development Finance Act.
- b) The question shall be submitted to the voters of the municipality or county as a separate question at a regular municipal or county election or at a special election called for that purpose by the governing body. A special municipal election shall be called, conducted and canvassed as provided in the Municipal Election Code [Chapter 3, Articles 8 and 9 NMSA 1978]. A special county election shall be called, conducted and canvassed in substantially the same manner as provided by law for general elections.
- c) If a majority of the voters voting on the question approves the ordinance adding arts and cultural districts and cultural facilities or retail businesses as an approved use of the local option municipal or county economic development infrastructure gross receipts tax fund, the ordinance shall become effective on July 1 or January 1, whichever date occurs first after the expiration of three months from the date of the adopted ordinance. The ordinance shall include the effective date.

## **Section 6. ECONOMIC DEVELOPMENT PLAN**

6.1 The County Manager, after approval of the governing body, may assist Economic Development Projects in any legally permissible manner including, but not limited to, the provision of land, buildings, and infrastructure, provided that all requirements of this Ordinance are met.

6.2 The County may provide land, buildings, or infrastructure it already owns, or it may build, purchase or lease the facilities needed for an Economic Development Project. The County, at its



discretion, may bear the full cost or contribute a portion of the costs, including the waiver of applicable fees.

6.3 The County, at its discretion, may contribute to the payment of costs for professional service contracts such as industry feasibility studies and planning and design services necessary to implement a project.

6.4 The governing body may consider offering all forms of assistance allowed under this Ordinance and any other legally permissible form of assistance; however, this does not establish any obligation on the County's part to offer any type or level of assistance.

## **Section 7. CIBOLA COMMUNITIES ECONOMIC DEVELOPMENT FOUNDATION**

7.1 The governing body assigns the Cibola Communities Economic Development Foundation ("CCEDF") the following responsibilities with regard to the Economic Development Plan for the County of Cibola.

- A. Reviewing and making recommendations to the governing body on applications for assistance for Economic Development Projects, subdivision review, and land uses.
- B. Reviewing and making recommendations to the governing body on applications for Industrial Revenue Bonds (IRBs).

7.2 The CCEDF shall at all time provide for a Commissioner position for the County of Cibola. The County Commission shall appoint a member of the CCEDF with the advice of the County Manager.

7.3 The governing body assigns the Northwest New Mexico Counsel of Governments ("NWNMCOG") the responsibility for administering the Enterprise Loan Fund (ELF).

- A. Reviewing and making recommendations to the governing body on loan applications.
- B. Loans must be for the establishment of new business, the expansion of existing business, creation of employment opportunities, saving existing jobs, or community development projects.
- C. Interest income and fees may be used for administrative costs, technical assistance to borrower, or debt retirement
- D. All collections that are not used for the authorized expenses above from the operation of the ELF must be made available for relending to eligible applicants.
- E. All loans must be adequately secured.
- F. An annual audit is required.

## **Section 8. APPLICATION REQUIREMENTS**

8.1 Any qualifying entity meeting the definition set forth in Subsection 4.8 may propose an Economic Development Project to the County. Meeting the definition of a qualifying entity does not create any obligation on the part of the County of Cibola to provide assistance.

8.2 Applications from qualifying entities shall be submitted to the County on forms provided by the County.

8.3 Applications shall contain the following information for business applicants.

A. Identification Information

- i. Complete name and address of entity;
- ii. Incorporation papers with by-laws;
- iii. List of Board of Directors and Executive Director, which addresses and resumes of all directors and officers;
- iv. Resume of all directors and officers.

B. Evidence of Financial Solvency

- i. Financial Statement (income statement and balance sheets) for the past three (3) years;
- ii. Federal Tax Number, New Mexico State Taxation and Revenue Number, and County Business License;
- iii. Projected income statement for at least three (3) years.

C. Evidence of Organizational Capacity

- i. Brief history of the entity;
- ii. Organizational Chart of the entity;
- iii. Business plans for the entity and proposed project (shall include a three (3) year pro forma cash flow analysis).

D. Eligibility for Enterprise Loan Fund

- i. Applicants for Enterprise Loan Fund (ELF) loans must provide, as a prerequisite, written proof that the applicant was unable to obtain back financing.
- ii. Applicants meeting the prerequisite will then need to file a full application with the Enterprise Loan Fund, according to whatever information and documentation may be required by the Fund.
- iii. Final approval of an ELF loan will be made by the ELF Loan Committee and ratified and executed by the or their designee.

8.4 The project participation agreement and any other pertinent information will be forwarded to the governing body for final consideration at a public meeting.

**Section 9. APPLICABLE REVIEW CRITERIA**

9.1 Applications for Economic Development Projects requesting economic assistance from the County, which meet the policies and objectives of the County's Economic Development Plan, shall receive priority.

Examples include, but are not limited to:

- A. Manufacturing firms (including intellectual property such as computer software).
- B. Projects, which enhance the exporting capacity of companies and/or provide goods and services, which currently have to be imported to Cibola County and meet the mission of the New Mexico State Grants Campus.
- C. Private companies seeking to build, expand, or relocate facilities.
- D. Private companies that provide facilities or services that enhance the ability of Cibola County businesses to operate.
- E. Organizations that assist business start-ups or bring small companies together to increase their competitive abilities. This must involve a tangible project, which will create jobs and promote industry. Examples include, but are not limited to:
  - a. Business incubators.
  - b. Art incubators or coalition (e.g. a performing arts coalition seeking construction rehearsal or performance facilities).
  - c. Public markets for farmers, gardeners, crafts, etc.
  - d. Organizations that foster economic development by promoting work force development efforts such as apprenticeships or other job training programs.
- F. Projects in industry clusters listed above are particularly encouraged, but others are eligible to apply as well. The intention is to retain flexibility in the use of incentives
- G. Qualifying entities with existing contract or projects with the County when this plan is adopted may propose a restructuring of their projects as an Economic Development Project.
- H. Projects that address the artistic, cultural, social, and recreational needs of the community given that the well-being and satisfaction of residents contributes to population retention and expansion.

9.2 All applications for Economic Development Projects requesting economic assistance from the County shall submit a cost-benefit analysis. Preparing a cost-benefit analysis shall be the responsibility of the applicant. The County retains the right to specify a format and methodology for the cost-benefit analysis. The CCEDF shall review and approve the methodology used. The source and rationale for any multiplier effects shall be identified. The cost-benefit analysis shall show that the County will recoup the value of its contribution within a period of ten (10) years. The analysis shall address the following:

- A. The number and type of jobs to be created or retained; both temporary construction jobs and permanent jobs (by New Mexico Department of Labor job category).
- B. Pay scale of jobs.
- C. Determination of which jobs are expected to be filled locally and which will be filled by transfers from other facilities or recruited from outside the Cibola County area;

- D. Total payroll expected at start-up and after one (1) year.
- E. Anticipated impact on local tax base.
- F. Anticipated impact on local school systems.

9.3 All applicants for Economic Development Projects requesting economic assistance from the County shall require the same review required of Industrial Revenue Bond applications. This review shall focus on environmental and community impacts of proposed projects. Special attention shall be given to job training and career advancement programs and polices. Projects shall demonstrate a strong commitment to providing career opportunities for Cibola County area residents. Cultural impacts of projects shall also be considered.

9.4 Any qualifying entity seeking assistance shall prepare and make available a job training and career development plan for their employees.

9.5 All applicants for Economic Development Projects requesting economic assistance from the County shall clearly demonstrate the benefits which will accrue to the community as a result of the contribution of public resources. The County has considerable flexibility in determining what are considered adequate benefits. Benefits such as providing components or production capabilities that enhance a targeted industry cluster, or addressing critical deficiencies in the regional economy may be recognized. The benefits claimed of any proposal will receive careful scrutiny, however, it is the intent of this Ordinance to provide flexibility in the evaluation of these benefits and to recognize the qualitative as well as quantitative impact of a proposal.

9.6 All applicants for Economic Development Projects requesting assistance from the County shall clearly demonstrate how the qualifying entity is making a substantive contribution. The contribution shall be of value and may be paid in money, in-kind services, jobs, expanded tax base, property, or other items or services of value for the expansion or improvement of the economy. The County retains flexibility in defining the "substantive contributions". The benefits identified in the previous paragraphs may be accepted as adequate contributions on their own, or cash donations may be required. Assistance in providing affordable housing to its employees or the community at large may also qualify. Determination of what constitutes an acceptable contribution for a given project shall be at the discretion of the governing body.

#### **9.7 Enterprise Loan Fund Application Review Criteria**

Applicants for loans from the Enterprise Revolving Loan Fund shall clearly demonstrate how the qualifying entity is making a substantive contribution. The contribution shall be of value and may be paid in money, in-kind services, jobs, expanded tax base, property, or other items or services of value for the expansion or improvement of the economy. Determination of what constitutes an acceptable contribution for a given project shall be at the discretion of the Executive Director of NWNMCOG.

## **Section 10. PUBLIC SAFEGUARDS**

10.1 All Economic Development Projects receiving assistance from the County shall be subject to an annual performance review conducted by the CCEDF. This review shall evaluate whether the project is attaining the goals and objectives set forth in the Project Participation Agreement. This review shall be presented to the governing body for their consideration. The governing

body at a public hearing may terminate assistance to the project by provisions set forth in the Agreement, which terminates the agreement and specifies the disposition of all assets and obligations of the project.

10.2 The County shall retain a security interest, which shall be specific in the Project Participation Agreement. The type of security given shall depend upon the nature of the Economic Development Project and assistance provided by the County. Types of security may include, but are not limited to:

- A. Letter of credit in the County's name.
- B. Performance bond equal to the County's contribution.
- C. A mortgage or lien on the property or equipment.
- D. Pro-rated reimbursement of donation if company reduces work force or leaves the community before the term agreed to.
- E. Other security agreeable to both parties.

10.3 Should a qualifying entity move, sell, lease, or transfer a majority interest in the Economic Development Project before the expiration of the Project Participation Agreement, the County retains the right to deny any and all assignments, sales, leases or transfers of any interests in the Economic Development Project until adequate assurances are made that the transferee, assignee or lessee is a qualifying entity and that the terms of the agreement will be satisfied by the transferee, assignee, or lessee. At its discretion, the County may choose to deny said assignment, lease or transfer or may negotiate a new agreement with the new operator, or the town may reclaim the facility and enter into an agreement with the new qualifying entity.

10.4 Any qualifying entity seeking assistance from public resources shall commit to operate in accordance with its Project Participation Agreement for a minimum of ten (10) years from the date the Ordinance is adopted and the governing body passes the Project Participation Agreement.

## **Section 11. PROJECT PARTICIPATION AGREEMENT**

11.1 The qualifying entity shall prepare with the County a Project Participation Agreement. This Agreement is the formal document, which states the contribution and obligation of all parties in the Economic Development Project. The Agreement must state the following items:

- A. The economic development goals of the project;
- B. The contribution of the County and the qualifying entity;
- C. The specific measurable objectives upon which the performance review will be read;
- D. A schedule for project development and goal attainment;
- E. The security being offered for the County's investment
- F. The procedures by which a project may be terminated and the County's investment recovered; and,
- G. The time period for which the County shall retain an interest in the project. Each Project Agreement shall have a "sunset" clause after which the County shall relinquish interest in and oversight of the project.

11.2 Each Project Participation Agreement shall be subject to review and approval by the governing body at a public hearing.

## **Section 12. PROJECT MONIES**

All project monies shall be kept in a separate account by the entity and the County, with such account clearly identified. These accounts shall be subject to an annual independent audit.

## **Section 13. TERMINATION**

The governing body may terminate this Ordinance and the County's Economic Development Plan and any or all Project Participation Agreements undertaken under its authority. Termination shall be by Ordinance at a public hearing or in accordance with the termination of the Project Participation Agreement. If an Ordinance or a Project Participation Agreement is terminated, all contract provisions of the Project Participation Agreement regarding termination shall be satisfied. Upon termination of the Ordinance or any Project Participation Agreement, any County monies remaining in the County project accounts shall be transferred to the County's general fund.

## **Section 14. JOINT REGIONAL PROJECTS**

The County may engage in Economic Development Projects involving one or more other government entities for projects, which encompass more than one municipality or county. In such instances, the relevant governing bodies shall adopt a Joint Powers Agreement. This Agreement will establish the application criteria and the terms of all Project Participation Agreements. Criteria established under a Joint Powers Agreement shall be consistent with the provisions of this Ordinance.