



7a.

Minutes

04.23.2020

Regular Commission
Meeting

Cibola County Commission
Regular Meeting
Thursday April 23, 2020

The Cibola County Commission held a Regular Meeting on Thursday April 23rd, 2020 at 5:00 pm in the Cibola County Commission Center

Elected Officials Present Staff

Daniel Torrez, Chairman

Robert Windhorst, 1st Vice Chairman

Ralph Lucero, 2nd Vice Chairman

Martha Garcia, Commissioner

Christine Lowery, Commissioner

Michelle Dominguez, County Clerk

Marisa Baca, Filing/Recording

A. CALL TO ORDER

Chairman Torrez, called the meeting to Order at 5:00 pm.

B. ROLL CALL

Chairman Torrez does roll call-5-0 all Commissioners in attendance.

C. Pledge of Allegiance Recited by all.

D. Prayer Commissioner Garcia led us in prayer.

E. Approval of Agenda

Motion to approve the agenda made by Commissioner Windhorst, second by Commissioner Lucero 5-0 affirmative.

F. Commissioner's Report

Commissioner Torrez- Reading from Village of Milan Ordinance about wearing face masks in Milan businesses.

G. Public Comment

NONE

H. Minutes

- a. **Minutes from February 27th 2020 regular commission meeting minutes**
- b. **Minutes from March 11, 2020 Special Canvassing Commission Meeting Minutes**
- c. **Minutes from March 13, 2020 Emergency Meeting Minutes**

Motion by Commissioner Windhorst. Second by Commissioner Lucero 5-0

K. New Business- Action May Be

- a. Consideration of Resolution 20-24 2020 Annual certified Consideration for resolution 20-24 2020 Annual Certified County Maintenance Mileage Report
- b. Consideration of resolution 20 -25 FY20/21 supporting NMDOT LDRF (local government road fund) authorizing Cibola County to Submit Application to the LGRF
- c. Consideration of MOU between Cibola County and Village of Milan allowing The Village to maintain their water and sewer lines that are in county roads
- d. Consideration of resolution 20 - 29 budget adjustment #8
- e. Consideration of resolution 20 - 30 3rd quarter financial report
- f. Consideration of resolution 20 - 31 in NMFA Grant application for comprehensive and strategic plan
- g. Consideration of health care facilities contract
- h. Consideration regarding section of Fencing installation and fabrication company

Motion by Torres to table 2nd by Lucero 5-0 affirmative

N. Announcements

The next commission regular commission meeting will be may 28th 2020 tuesday at 5:00 p.m. via [https://www.facebook.com/CibolaCountyCommission/Cibola County Offices](https://www.facebook.com/CibolaCountyCommission/CibolaCountyOffices) will be closed Monday May 25th 2020 in observation of Memorial Day

O. Adjournment

Commissioner Torrez adjourned the meeting at 6:22 p.m.



7b.

Minutes

05.05.2020

Special Commission
Meeting

Cibola County Commission
Special Meeting
Tuesday, May 5th, 2020

The Cibola County Commission held a special meeting Tuesday May 5th, 2020 at 4:05 pm in the Cibola County Commission Center.

Elected Officials Present Staff

Daniel Torrez, Chairman
Robert Windhorst, 1st Vice Chairman
Ralph Lucero, Commissioner
Christine Lowery, Commissioner

Kate Fletcher, County Manager
Michelle Dominguez, County Clerk
Marisa Baca, Filing/Recording

Call to Order

Commissioner Torrez, called the meeting to Order at 4:05 p.m.

Roll Call

Commissioner Torrez does roll call 3-present, 2-on the phone, 5

Pledge of Allegiance

Led by Commissioner Lucero. Recited by all.

4. Prayer

Commissioner Windhorst led prayer.

5. Approval of Agenda

Motion to approve the agenda made by Commissioner Windhorst, second by Commissioner Lucero 5-0 affirmative.

6. New Business – Action Mat Be Taken

- a. Consideration of Resolution 20-32 Amending the 2019 Polling Place Resolution 2019-40 for the 2020 Primary Election and Presidential Election Primary Election
MOTIONED BY Windhorst 2ND BY Lowery 1 Abstained- Lucero / 4- yes
- b. Consideration of Resolution 20-33 Resolution Authorizing the lease of the Cibola General Hospital Pursuant of the Healthcare Facilities Contract
MOTIONED BY Windhorst 2ND BY Lucero

7. Announcements

The next Commission Regular Commission Meeting will be May 28th, 2020 at 5:00 p.m. via FB live Cibola County Offices will be closed Monday May 25th, 2020 in observation of Memorial Day Holiday.

8. Adjournment 4:38pm



8a.

Reports

Assessor's Annual Report & Reappraisal Plan

Written Report-No Presentation

County Assessor's 2020 Annual Report



Dolores Vallejos
Assessor

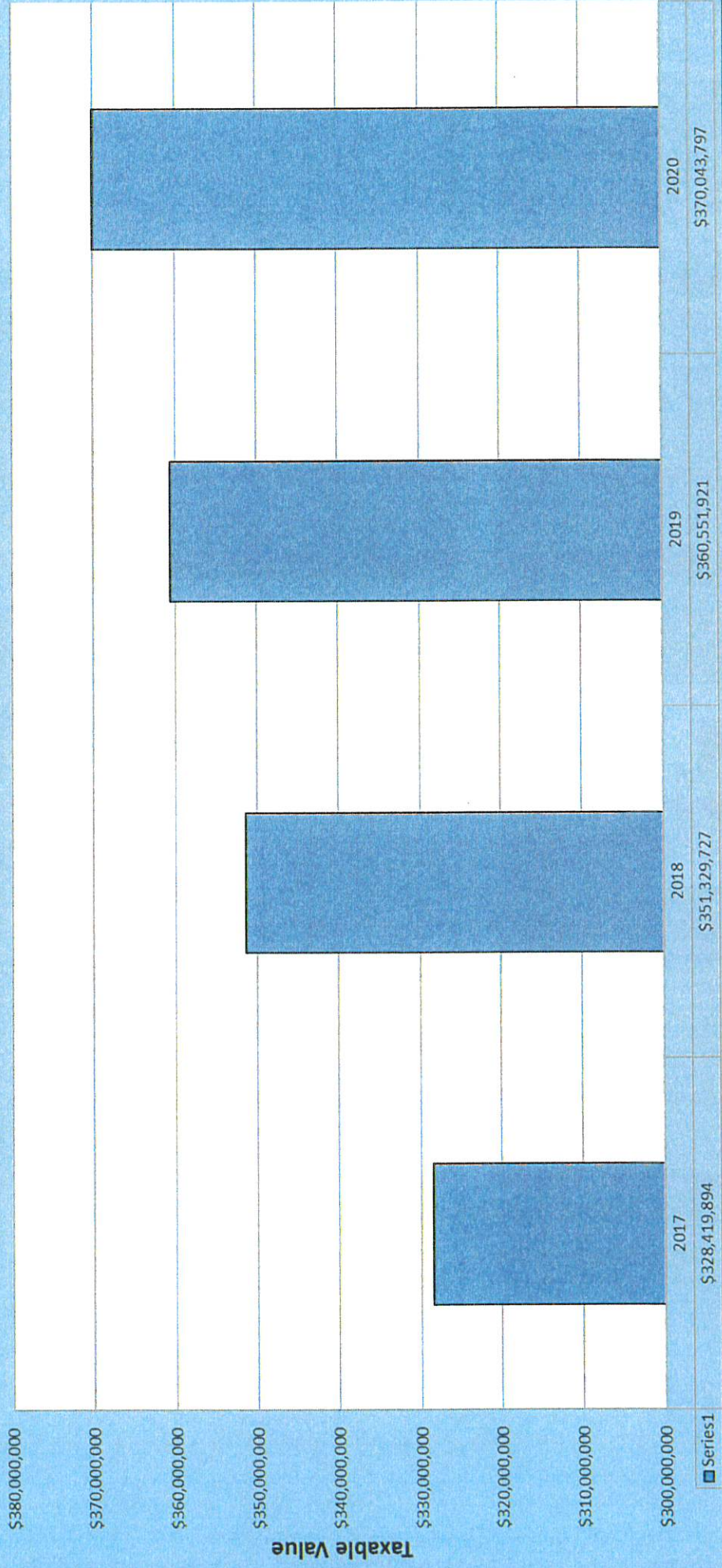
Jenna Rodriguez
Deputy Assessor

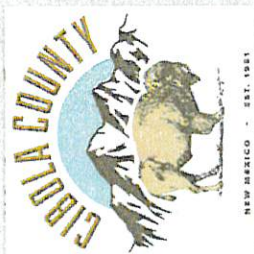
Net Taxable Valuation Comparison

	Tax Year 2019	Tax Year 2020	\$ Change	% Change
Total Taxable Value	\$360,551,921	\$ 370,043,797	\$ 9,491,876 \$1,171,697 Net New	2.63%
Total Resid. Value	\$ 151,305,271	\$152,161,618	\$ 856,347 \$ 856,347 Net New	0.57%
Total Non- Resid. Value	\$ 219,402,021	\$212,729,356	\$ (6,672,665) \$ 320,668 Net New	(3.04) %

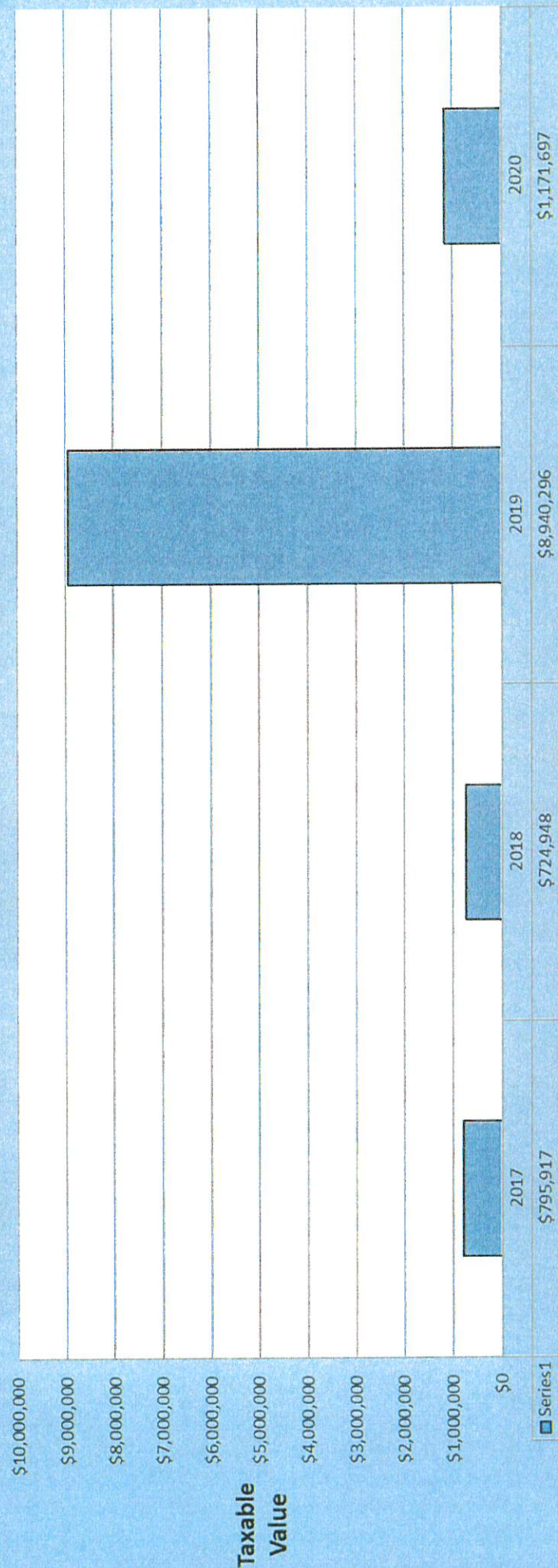


Total Taxable Value History





New Taxable Value Added



PARCEL COUNTS and VALUATION (Taxable Value)

	TY 2019		TY 2020		
	Parcels	Taxable Value	Parcels	Taxable Value	Change - \$\$
REAL ESTATE					Change %
Residential Land	7,197	11,944,502	7,459	13,427,256	1,482,754
Residential Improvements		137,900,037		139,060,352	1,160,315
Non-Residential Land (ALL INCL. AG)	16,193	149,247,045	15,913	155,297,176	6,050,131
Non-Residential Improvements		155,045,924		152,608,384	(2,437,540)
PERSONAL PROPERTY					
Business Personal Property	692	8,472,090	811	7,743,062	(729,028)
Manufactured Homes	2,562	13,215,347	2,564	13,418,592	203,245
Livestock (# of Accounts, not # of Head)	271	1,767,831	251	1,725,967	(41,864)
STATE ASSESSED					
State Assessed	55	82,549,393	56	82,549,393	-
AGRICULTURAL/GRAZING LAND					
Grazing	1,510	805,374	1,375	719,565	(85,809)
Irrigated Farmland	215	84,749	209	85,209	460
Dryland Farming					
EXEMPT PROPERTY (govt, non-gov., & personal)	9,525	(199,590,248)	3,292	(195,786,385)	3,803,863
GRAND TOTAL	26,970	360,551,921	27,054	370,043,797	9,491,876

BUDGET DATA

REVALUATION FUND

	Beginning Balance	Additions	Deletions	Ending Balance
Fiscal Year 2018-2019	359,868.14			359,868.14
Fiscal Year 2017-2018	382,198.78			382,198.78
Fiscal Year 2016-2017	56,087.84			56,087.84

PERSONAL EXEMPTIONS

	TY 2019		TY 2020		
	Count	Taxable Value Exempted	Count	Taxable Value Exempted	Total Number Filed
Veterans	691	2,344,218	331	1,302,639	Resolved Prior to Scheduling
100% Disabled Veterans	129	3,729,972	74	2,623,957	Scheduled for Formal Hearing
Head of Family	2,254	4,310,539	1,078	2,293,268	Resolved Prior to Hearing
Over 65 Value Freeze			128		Formal Protests Heard

PROTESTS

	Tax Year:	
	2019	242
		213
		29
		23
		3



Cibola County Assessor's Sales Ratio Study

	2019 Residential Property Assessed Value VS. 2018 Sales	2020 Residential Property Assessed Value VS. 2019 Sales	I.A.A.O. Standard
Number of Sales	102	90	
Mean Ratio	98.06%	99.30%	90% to 110%
Median Ratio	98.86%	98.91%	90% to 110%
Coefficient of Dispersion	7.61%	4.48%	5% to 15%
Price Related Differential	99.64%	100.62%	98% to 103%

Example:	
Home Sold for:	\$100,000 in 2018
Assessor's Office Reappraised to:	\$92,500 in 2020
2020 Sales Ratio:	92.50%

Coefficient of dispersion (COD). The average deviation of a group of numbers from the median expressed as a percentage of the median. In ratio studies, the average percentage deviation from the median ratio.

Price-related differential. The mean divided by the weighted mean. The statistic has a slight bias upward. Price-related differentials above 1.03 tend to indicate assessment regressivity; price-related differentials below 0.98 tend to indicate assessment progressivity.

2020

Property Valuation Maintenance Program

Office of the
Cibola County Assessor

Submitted By:
Dolores Vallejos, Cibola County Assessor

**Presented to Cibola County Board of
County Commissioners, 2020**



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PREFACE

County Assessors are exclusively responsible for determining values of property for property taxation purposes in accordance with the Property Tax Code [Articles 35 to 38 of Chapter 7 NMSA 1978] and specifically 7-36-16 (A), and the regulations, orders, rulings and instructions of the department. Except as limited in Section 7-36-21.2 NMSA 1978, **assessors shall also implement a program of updating property values** so that current and correct values of property are maintained and shall have sole responsibility and authority at the county level for property valuation maintenance, subject only to the general supervisory powers of the director.

The New Mexico Department of Finance and Administration, in accordance with 7-36-16 (D) NMSA 1978, shall not approve the operating budget of any county in which there is not an adequate allocation of funds to the county assessor for the purpose of fulfilling his **responsibilities for property valuation maintenance** under this section. If the department of finance and administration questions the adequacy of any allocation of funds for this purpose, it shall consult with the department, the board of county commissioners and the county assessor in making its determination of adequacy.

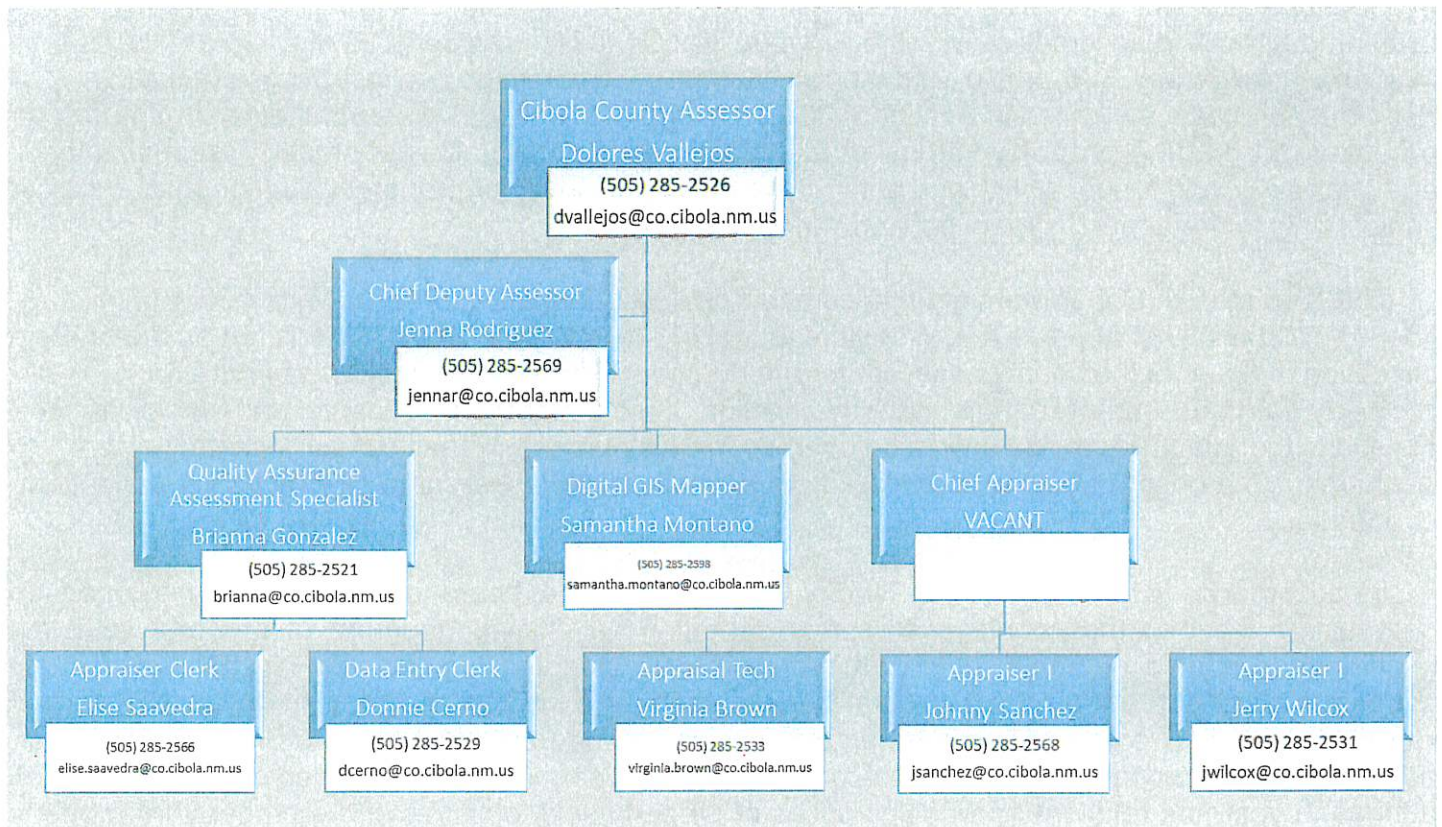
In accordance with 7-36-16 (E) NMSA 1978, to aid the board of county commissioners in determining whether the county assessor is operating an efficient program of property valuation maintenance and in determining the amount to be allocated to him for this function, the county **assessor shall present with his annual budget request a written report, (known as the annual report)**. The report contains improvements of property added to valuation records during the year, additions of new property to valuation records during the year, increases and decreases of valuation during the year, the relationship of sales prices of property sold to values of the property for property taxation purposes and the **current status of the overall property valuation maintenance program in the county**.

In accordance with 7-38-38.1 (D) NMSA 1978, expenditures from the county property valuation fund shall be made pursuant to a **property valuation program presented by the county assessor and approved by the majority of the county commissioners**.

In order to achieve successful implementation and completion of this plan all requirements and provisions regarding property valuation and maintenance will be performed in compliance with the New Mexico Constitution, and the New Mexico Property Tax Code. Additionally, it is the goal of the Cibola County Assessor's Office to ensure that all appraisal methods and techniques will adhere to standards and code of ethics of the International Association of Assessing Officers and the Uniform Standards of Professional Appraisal Practices (USPAP).



ASSESSOR'S ORGANIZATION CHART





Property Valuation Program Purpose

The Office of the County Assessor has a statutory obligation to determine valuations for all property subject to property taxes, and shall also implement a program of updating property values so that current and correct values of property are maintained. This report known as the "Property Valuation Program" has been compiled for the purpose of planning and implementing an efficient and effective program of updating property values.

In accordance with 7-38-38.1 (D) NMSA 1978, expenditures from the "county property valuation fund" shall be made pursuant to a property valuation program presented by the County Assessor and approved by the majority of the county commissioners.

Property Valuation Program Components

The valuation maintenance program developed and implemented by the Cibola County Assessor consists of two major components: 1- Valuation and data maintenance of all taxable parcels on a yearly cycle; 2- Parcel by parcel re-inspection of all taxable improved real property and manufactured homes every 5 to 6 years.

1.0 Valuation and Data Maintenance Plan: Yearly Cycle

The following is a brief description of the various duties, functions, and procedures that each department within our office is responsible for accomplishing the yearly cycle. Many duties are indirectly related to the valuation of a property. However they are required to complete the entire assessment process. The program can only be implemented and successfully completed with an adequate budget, and proper management of employees, time, and resources.

1.1 Operating Budget

Approximate Time Frame of Completion: January 2 to May 31 (deadline set by County Manager)

Persons Responsible: Assessor, Deputy Assessor, any staff members as assigned.

Summary: The Assessor is provided with two budget sources that fund our operation, the "general fund", which is directly funded from county coffers, and the "county property valuation fund". The revaluation fund is mandated in accordance with 7-38-38.1 NMSA. It requires that all entities (except institutions of higher education) that collect a property tax levy help share the cost of re-appraisal and assessment of parcels within their jurisdiction by contributing 1% of their property tax revenue to this fund. This is a special use fund that may only be used by the Assessor for the purpose of valuation maintenance.

Procedures:

- **Planning (February 1 to March 31):** The Assessor plans and coordinates with the Chief Deputy Assessor and staff as necessary to determine the financial needs for operation of the office for the next fiscal year. Needs are determined by February 28 of each year or the deadline determined by the County Manager.



Procedures (continued):

- **Prepare Forms (April):** Chief Deputy Assessor prepares all budget forms and packets and submits to county finance department within deadline set by the finance director.
- **Informal Hearings (April):** Assessor and Chief Deputy attend informal budget meetings conducted by finance director and County Manager if the budgets are unresolved.
- **Public Workshop Hearings (Early May):** Assessor & Deputy address budget questions at public workshops along with the Board of County Commissioners (BOCC).
- **Commission Hearings (May):** Assessor & Deputy address budget questions at formal budget hearings before the Board of County Commissioners (BOCC).
- **Final Adjustments (Final week of July):** Adjustments are made to each budget as necessary and budgets are finalized with finance director and approved by BOCC.

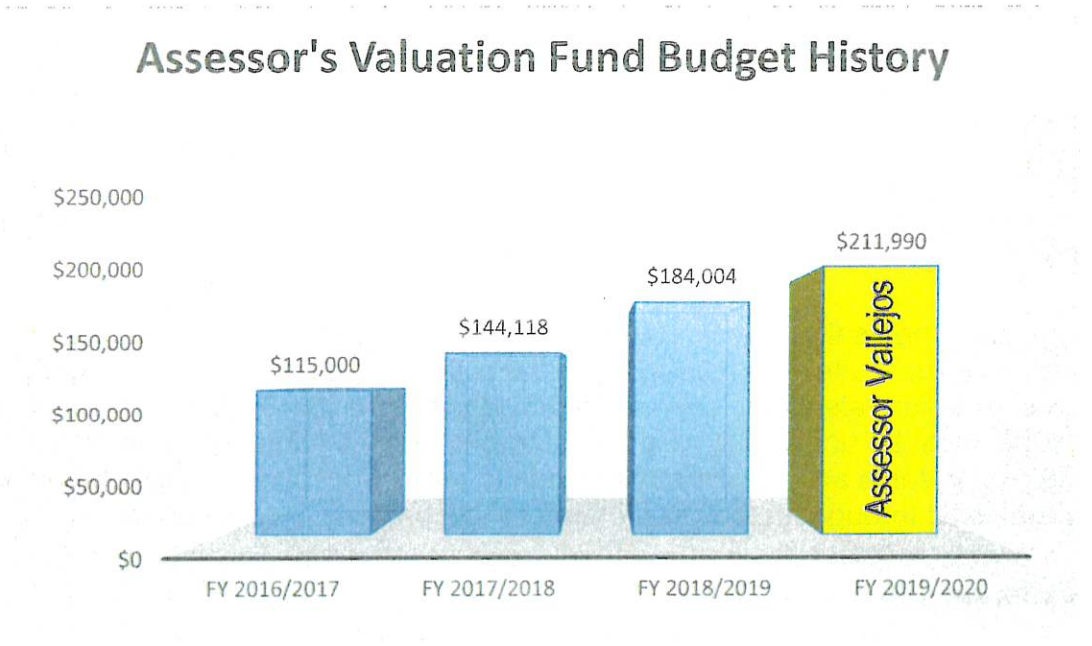
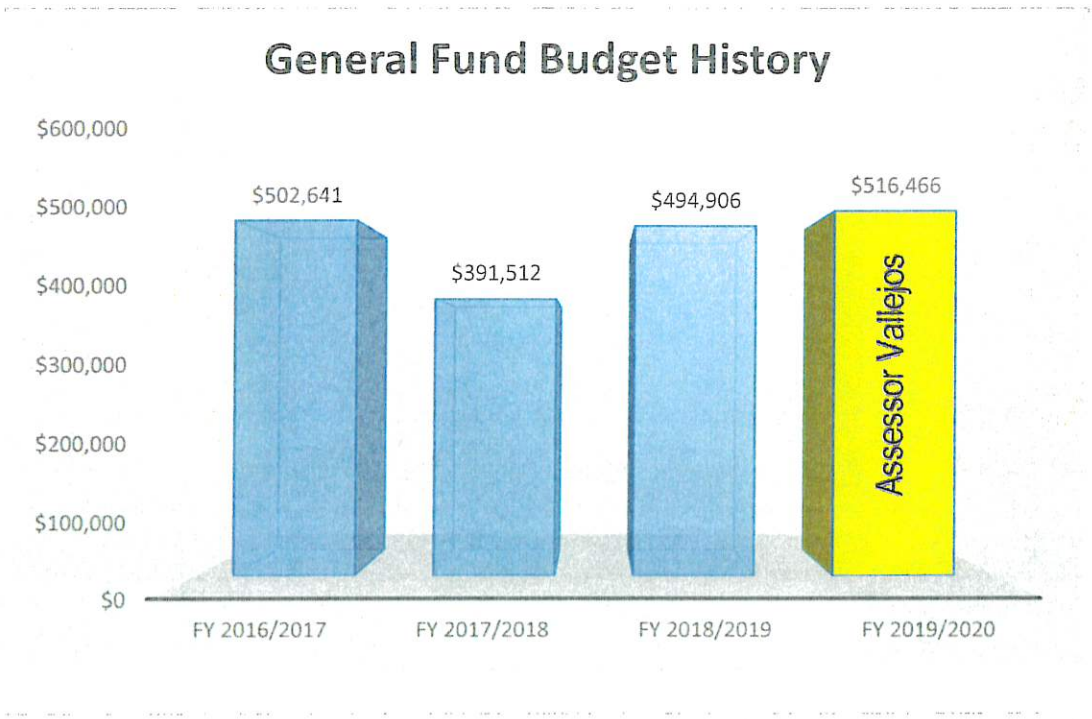
Goal: To obtain adequately funded budgets and other resources necessary to complete a comprehensive, fair and equitable valuation maintenance plan, while ensuring accountable and efficient use of those resources and taxpayer revenues.

Additional Information:

Assessors are the only county office that can protest the budget that is set by the BOCC. As per state statute, the department of finance and administration shall not approve the operating budget of any county in which there is not an adequate allocation of funds to the county assessor, for the purpose of fulfilling the responsibilities for property valuation maintenance.



Historical Budget Data:





Assessor's Combined Budget History



1.2 Real Property Ownership Transfers

Approximate Time Frame of Completion: January 1 to December 31

Persons Responsible: (1)-G.I.S. Mapper, (1)-Data Entry Clerk, (1)-Quality Assurance Specialist

Associated NM Statutes: 7-38-12, 7-38-12.1

Summary: Legal documents that transfer ownership in real property such as deeds are recorded in the County Clerk's Office. State law (7-38-12) mandates that copies are to be provided to the Assessor's office, therefore electronic copies are provided by the Clerk's office on a daily basis. Assessor's records must be updated to reflect the current owner's name and mailing address to ensure that Notices of Value and Tax Bills are mailed to the correct owner. These types of documents are filed and processed throughout the year, therefore this process is continuous.

General Procedures:

1. All documents that transfer ownership are forwarded electronically on a daily basis from the Clerk's office to the Assessor's GIS Mapper task list and are initially processed and transferred to the Data Entry Clerk's task list once complete. See *S.O.P. manual: Real Prop. Transfers #1*.
2. On a daily basis, Data Entry Clerk updates ownership information in Assessor's "Tyler Eagle" database. See *S.O.P. manual: Real Prop. Transfers #2*.



3. As account information is updated with new owner's information, Head of Family exemptions, Veteran's Exemptions and Valuation Freezes are also removed and/or verified as required.
4. Quality Assurance Specialist performs random quality control checks on entered data. Ensures work is completed within assigned deadlines.

Goal: Enter all transfers in to database within one week of County Clerk's filing date, and minimize data entry errors. Ensure that all transfers are completed prior to preparation of mailing the Assessor's Notice of Value for each tax year (typically April 1) so that the current owner of record receives the notice.

1.3 G.I.S. Parcel Mapping & Maintenance

Approximate Time Frame of Completion: January 1 to December 31

Persons Responsible: (1)-G.I.S. Mapper

Summary: Plats and other legal documents that initiate a change in to the legal boundaries of a parcel or parcels are typically filed and processed throughout the year with the county clerk's office. The assessor's office receives copies of the documents and is responsible for creating and maintaining parcel based tax maps from the recorded documents. Tax maps are essential in defining the location, shape and size of each parcel of property that the assessor is responsible for valuing for property tax assessments. Documents are filed throughout the year from various sources such as developers, title companies, and individuals. This is a continuous process, and the assessor's office GIS/ mapping department must stay current with the creation and merging of parcels in order to properly assess the correct owner of record for the appropriate tax year.

Procedures:

- G.I.S. Mapper evaluates, prioritizes and completes all work Mapping/Drafting work utilizing ESRI ARCMAP 10.6., and also:
 - Checks plats and deeds for legal lot descriptions and make geographical (spatial) changes to the digital parcel layer using GIS software for all properties that have been split, combined and lot line changes. Reconciles boundary lines among neighboring parcels for representation of taxable areas and assign a UPC number to every parcel in the county. A UPC is a 13 digit code that relates the position of a parcel numerically in a coordinate system (PLSS). The GIS is able to assign and store attribute (tabular) data associated to a UPC, including addresses, legal descriptions, lot sizes, plats, deeds and/or various other source data that may help locate and identify a parcel. Aerial photography and other GIS map layers are also used to assist with parcel mapping. Parcel editing is a continuous process as land records often change and as new source data is assimilated.
 - Performs random quality control checks on data entry and ensures that work is completed prior to mailing Notice of Value each tax year.
 - Produces hardcopy cadastral maps and provide spatial data for the public and other government agencies for a standard fee.



- Provides assistance to the public in person and via telephone.

Goal: Update all records and maps each year prior to mailing notices of value for the upcoming tax year. Complete with minimal to no errors.

Supporting Information:

Cibola County Assessor's office uses a Geographical Information System (GIS) to maintain the county's cadastral (Tax) map. A GIS is a computer-based tool used for mapping and analyzing natural and manmade features on the surface of the earth.

The cadastral map (Parcel layer) is the land record for the Assessor's office and is the base layer of Cibola County's spatially integrated GIS.

The GIS is integrated with the Assessor's office Tyler Eagle C.A.M.A. system. The C.A.M.A. system is able to more accurately value properties as they relate to each other geographically, and assure that properties are being valued fairly and equitably.

GIS maps assist assessor's appraisers with neighborhood designations and value comparisons. Appraisers are able to analyze markets, create reports and statistical data with GIS maps. Other county departments are also able to use the Assessors' GIS to assist them in their work related endeavors. Common records processes such as searching and sorting through records is made easier because of the CAMA system and its mapping interface.

SPACE FOR FUTURE GRAPH



1.4 Valuation / Appraisal: Real and Personal Property

Approximate Time Frame of Completion: January 1 to December 31

Persons Responsible: (1)-Chief Appraiser, (1)-Appraiser, (1)-Appraiser Tech (1)-Appraisal Clerk

Associated NM Statutes: 7-36-1 to 7-36-33

Summary: The Office of the Cibola County Assessor is statutorily responsible for and authorized to value property subject to valuation for property tax purposes. This includes all real property, manufactured homes, business personal property, and livestock. One exception is property assessed by the PTD's state assessed bureau. Those properties include: railroad, communications systems, pipelines, airline and public utilities, etc.

The assessor also has a statutory duty to implement a program of updating property values so that current and correct values of property are maintained and shall have sole responsibility and authority at the county level for property valuation maintenance.

In accordance with §7-36-7 NMSA all property is subject to valuation for property taxation purposes under the Property Tax Code if it has a taxable situs in the state (§ 7-36-7 NMSA). Property has a taxable situs in the state if it is real property located in the state, it is an interest in real property located in the state or it is business personal property present in the state on January 1 of each year, the official date of property tax valuation (§7-36-14 NMSA).

Property that is not subject to valuation for property taxation purposes under the Property Tax Code as specified by subsection B of §7-36-7 NMSA includes property exempt from property taxation under the federal or state constitution, federal law, the Property Tax Code or other laws.

All taxable property is to be valued at market value, unless the property is assessed with a special valuation method under § 7-36-20 through § 7-36-33 NMSA 1978. Market value is determined by the sales comparison, income, or cost valuation method, or any combination of methods. The methods for appraising properties must employ generally accepted appraisal techniques (§ 7-36-15).

Assessors are mandated to re-appraise properties either once per year (one-year reappraisal cycle), or once every two years (two-year reappraisal cycle). Cibola County Assessor's Office is currently employing a one year cycle. The phrase "current and correct values of property" (when on a one year cycle) as used in §7-36-16 NMSA 1978 means that valuations for any given tax year are to be based on the prior year's market value.

Employing a one year cycle is a tremendous undertaking by the office. However, this cycle is most beneficial to the taxpayer. In a rising real estate market it means smaller increases (3%) in valuation per year rather than a larger increase (6.1%) in valuation every other year. In a decreasing or stagnant market valuations may be lowered each year instead of every other year, and result in a more current and fair assessment for the owner/ taxpayer.

The tax code also imposes limitations on increases in valuation under § 7-36-21.2 NMSA. While under a one year reappraisal cycle, the assessor's value of a property in any tax year shall not



exceed 103% of the prior years' value. While under a two year reappraisal cycle, the assessor's value of a property in any tax year shall not exceed 106.1% of the value from two years prior.

Procedures Directly Associated to Valuation

(All dates are approximate and are assigned & accomplished according to workload.)

- **Affidavits & Sales Verifications (January 2 to December):** Appraisers, and Techs field verify all affidavits of sale utilizing a sales verification questionnaire for residential property to determine if sale is a valid "arms-length transaction" and useable as a comparable. Affidavits for residential property are submitted by owners throughout the year and in accordance with (7-38-12.1) the law, are kept confidential by the assessor's office. Sales questionnaires are mailed to new owners of non-residential property for verification. Data entry is completed once all data is field verified or mailed/ returned back to the office.
- **New Construction Permits (January 2 to January 31 of following year):** By the 10th of each month, any governmental entity issuing building permits must submit a list of permits issued for the previous month under 7-38-14. Appraisers and Appraiser Techs field review all properties that have been issued new construction permits. This process includes: locating the property; interviewing the property owner to verify interior property characteristics; collecting exterior data; measuring the exterior of the structure(s); drawing a floor plan of the structure(s) and entering all relevant data in to the Tyler Eagle CAMA system.
- **Land Splits/ Merges (January 2 to December 31):** Appraisers and Techs field review parcels of land that have been split or combined by the GIS Mapper. Properties must be checked for correct location of improvements and correct land values on newly created parcels. This is an ongoing process, and all reviews must be completed prior to all properties being reappraised and prior to the notice of value being mailed each year.
- **Agricultural/ Grazing Land Review (January 2 to December 31):** Under the supervision of the chief appraiser, one appraiser or tech is assigned to review all new applications for an agricultural or grazing special method of valuation (7-36-20). The appraiser field reviews all parcels for compliance and approves or denies the application. An Appraiser or Tech completes the data entry for the approved parcels and notifies the owner of approval by mail. Properties that are denied are sometimes protested and appraiser must defend the decision to deny in a protest hearing if necessary.
- **Data Entry (January 2 to December 31):** Appraisers, Appraisal Clerks, and Data Entry Clerks complete data entry of all information acquired from field work throughout the year as required. The Quality Assurance Assessment Specialist conducts quality control measures.

Special Methods of Valuation:

- **Business Personal Property Renditions & NOVs (Dec. to April 1):** Requests for information reports are mailed out no later than December 15 of each year to every business owner with a license to operate a business in all of Cibola County. An appraisal tech receives the completed reports from business owners (by February 28) listing their fixtures and equipment that were depreciated and reported to the IRS for the previous year. The appraisal tech enters all



information into database and generates a value for assessment & taxation purposes. Values are checked and finalized by March 15th of each year and notice of value is mailed on April 1 along with real property NOV's.

The quality assurance specialist performs random checks of the data entered in to various accounts for accuracy.

- **Livestock Renditions & NOV's (Dec. to April 1):** Requests for information reports are also prepared and mailed out no later than December 15 of each year to every known owner of livestock in the county. The assigned appraisal tech retrieves livestock reports from NM State Livestock Inspector's website to search for new livestock. The reports list all livestock that was recently inspected. The tech uses the reports and enters information into database for assessment of livestock. A notice of value is mailed to each livestock owner by April 1 of each year. Livestock values (7-36-21) are derived from the livestock industry by the Property Tax Division and are provided to the Assessor each year for use in assessing the livestock. The tech also updates the Tyler Eagle system each year with the current livestock values issued by PTD and verifies their accuracy.

The quality assurance specialist performs random checks of the data entered in to various accounts for accuracy.

- **Manufactured Home Valuation & Tax Releases (January 2 to December 31):**
An Appraisal Tech is responsible for field checking and collecting data on MH's for valuation under the special method as stated in NMSA (7-36-26). The office utilizes the electronic version of the N.A.D.A. cost guides to assist in deriving values for MH's.

A manufactured home may be assessed and taxed as real property if permanently affixed to the land and certain other criteria are met as outlined in statutes. In this case the MH is valued as real property and "costed" through the Tyler Eagle CAMA system.

An Appraisal Tech or Appraiser collects information on MH's for omitted assessments and also issue tax releases to MH owners when owners need a MH moving permit. MH owners must pay their taxes in advance in order to receive a tax release, per state statutes.

Supporting Information:

Appraisals- An appraisal is an opinion of value. According to the Property Tax Code, the purpose of appraisals for property tax purposes is to estimate market value. Market value, as defined by the courts, is the highest price estimate in terms of money which a property will bring if exposed for sale in the open market, allowing a reasonable time to find a purchaser who buys with knowledge of all uses to which it is adapted and for which it is capable of being used and assumes a willing buyer and seller. Market value is not the same as sales price but if the market is reasonably competitive, sales price can be strong evidence of market value.

- **Three Approached to Valuation-** The three approaches to estimating market value have been in existence since the early 1900's, all have been refined through the years and



variations developed for specific appraisal problems. The three approaches to estimating value are as follows:

- **Sales Comparison Approach-** the Sales Comparison Approach compares recently-sold local similar properties to the subject property. Price adjustments are made for differences in the comparable and subject property. Terms and conditions of the sale have to be analyzed and, if required, adjusted to market based equivalence. If the adjusted prices of several comparables turn out to be similar, the appraiser has good evidence as to the market value of the subject property.

The sale comparison approach is most suitable when there are numerous and frequent sales of similar properties. This approach is widely used in the appraisal of single-family residential properties and vacant land. The reliability of the sales comparison approach rests on the number and quality of available sales. When sufficient and valid sales are available, this approach tends to be the preferred valuation method.

- **Cost Approach-** The cost approach estimates the replacement cost new of the improvements, less the estimated accrued depreciation plus the market value of land. The cost approach is most reliable in new construction and special purpose properties, where there is little to no sales data, and sometimes in commercial and industrial properties.
- **Income Approach-** The income approach requires an appraiser to capitalize net income, after allowable expenses, of a property into an estimate of market value. Successful application of the income approach requires the collection, maintenance, and careful analysis of income and expense data.

The income approach is the best method to use when dealing with income producing properties. This approach recognizes that potential investors demand property because they anticipate a future income stream.

1.5 Quality Control & Preparation of Valuation Data for Printing NOVs

Approximate Time Frame of Completion: February 1 to March 15

Persons Responsible: Chief Appraiser, Quality Assurance Specialist, & other staff as necessary.

Summary: After all appraisal work has been completed for each new tax year and prior to the notice of values being mailed, data is processed for errors. This is necessary in order to prevent major problems prior to mailing, avoid additional costs, and provide the property owner with an accurate and valid valuation.

Procedures:

- **Checking for Errors:** Quality Assurance Specialist prints reports of all taxable property. The report lists the prior years' value and the current years' value along with a % difference in the



two values. The Chief Appraiser assigns the reports to the appraisal staff who check for large increases or decreases in valuation to determine if the changes are valid.

- **Field Reviews:** Appraisal staff field reviews any properties with errors that cannot be determined from the office. Appraisers resolve all errors until lists are complete. Lists are assigned by the chief appraiser.
- **Deliver Data (March 15+-):** All data necessary to produce the NOV is prepared and exported electronically by the chief appraiser to printing contractor for mailing of NOV by April 1 of each year, or designated official mail date. Printing contractor usually requires the data to be delivered two weeks prior to the mailing date. The office is currently under contract with The Master's Touch for printing the notices.

1.6 Mailing of Notices of Value & Rendition Period

Approximate Time Frame of Completion: April 1 to May1

Persons Responsible: All assessors' staff.

Summary: Assessors are mandated to mail all notices of net taxable value of the property to all property owners by April 1 of each tax year (§ 7-38-20 NMSA), unless an extension has been granted by the NM Property Tax Director. The notice of value is the culmination of the assessor's responsibilities and efforts.

The NOV informs the property owner of the valuation that is determined by the assessor's office for property tax purposes. The 30 day time period from the date the notices of value are mailed is known as the rendition period. During this 30 day period the owner or their representative (licensed appraiser, tax consultant, or attorney) is afforded the opportunity to "protest" their valuation, and file for taxpayer benefits such as exemptions. This period is the busiest time of year for "walk-in" traffic by the public and phone calls.

Procedures:

- **Mail NOVs (April 1 or before):** Assessor & Chief Deputy ensure that contracted printing company accurately prints and mails out approximately 26,000 notices as scheduled.
- **Public Assistance (April 1 to May1):** Assessment specialists, assessment supervisor and appraisal staff provide information and assistance to walk-in and phone in customers. Staff also provides assistance and receives applications for head of family exemptions, veteran's exemptions, valuation freezes, church exemptions, charitable / educational exemptions and agricultural / grazing status.
- **Receive Protest Forms (April 1 to May1):** Chief Appraiser and assigned appraisal staff meet with property owners in person to discuss concerns with assessor's valuation and accept protest forms. Forms are filled out electronically and manually. Copies are made and given to protestant. Chief appraiser assigns and distributes protests to appraisal staff.
- **Process Incoming Mail (April 1 to May 31):** One staff member is responsible for retrieving mail from the post office and printing out e-mails that are sent in via e-mail. All mail is sorted and scanned into assessor's database. Scanned documents are linked to their property parcel



ID. Originals are distributed to the appropriate staff for assignment of work. When no longer needed, originals are filed and stored for the mandated time period. A follow up process is used to ensure all correspondence is addressed by staff.

- **Application Review & Data Entry (January to December):** Assigned staff members review and determine eligibility for all exemption and freeze applications that were filed during rendition period. A staff member completes data entry of all this is required.

1.7 Valuation Protests

Approximate Time Frame of Completion: April 1 to August 15 (goal)

Persons Responsible: Chief Appraiser, Appraisers, Appraiser Techs.

Summary: Each year property owners or their representative may appeal the value or classification determined for their property by filing a petition of protest with the county assessor within 30 days of the official mail date of the notice of value (§ 7-38-24 NMSA). Cibola County typically mails notices on or around April 1st of each year. The assessor may mail NOV's later than April upon approval from the NM Property Tax Director after requesting an extension in writing. All protests are mandated to be resolved within 180 days of filing the protest with the assessor's office (§ 7-38-27-C NMSA). This deadline may be extended by the tax director if the assessor requires and requests more time to resolve protests.

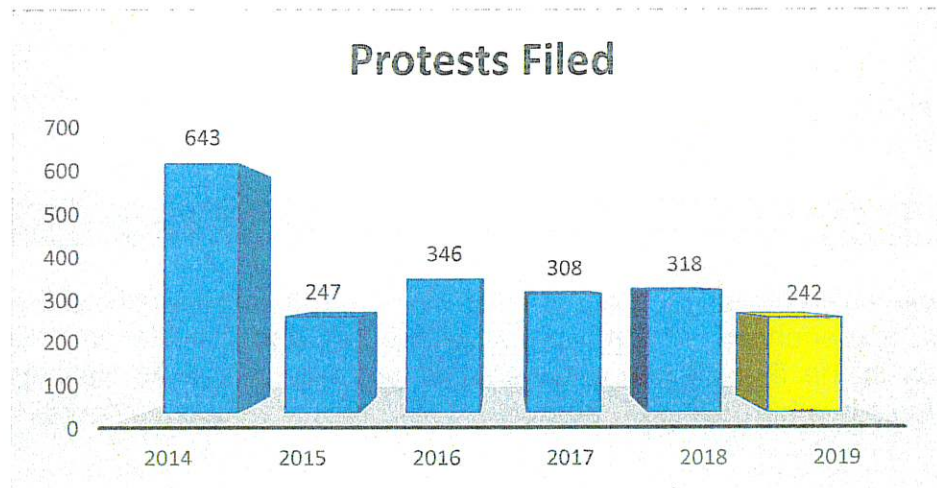
Procedures:

- **On Site Inspection (April to June 15):** Protest petitions are assigned to appraisers & appraiser techs for a complete on-site review of the property. This review will include: taking current photos, inspecting the exterior of the property, verifying and correcting all pertinent data, and measuring and sketching the exterior of all structures if necessary. In some cases an interior inspection may be necessary as well. Protests are assigned based on difficulty and as evenly as possible to each appraiser in order to maintain a fair workload.
- **Informing the Owner:** After the field review has been completed the appraiser, with assistance from other staff members as assigned, e-mails or mails a letter informing the property owner of any change to their valuation. If an adjustment has been made, and the owner is in agreement with the valuation, they may choose to withdraw the petition of protest by signing and returning a copy of the letter.
- **Informal Conference (June 15 to July 15):** If the appraiser does not adjust the valuation or the owner remains in disagreement with our revised valuation, the owner may choose not to withdraw the protest and proceed with the protest process. If this is the case, the appraiser will schedule "informal conferences" and meet with protestant in person. At this time the appraiser informs the owner of any changes made to the property records and presents the owner with information that supports the assessor's valuation. Owners may provide any new documentation they have not already provided to the office in support of their value for the appraiser to consider.



- **Formal Hearings (1 to 2 weeks between July and August 15, or as necessary):** If the protest is not resolved at the informal conference, then a formal hearing will be scheduled by the chief appraiser before the County Valuation Protest Board. The Assessor is required to notify the protestant by certified mail of the date, time, and location of the hearing at least 15 days prior to the hearing. In addition, the office provides a nine page "Information Pamphlet" that provides the owner with more information relating to the protest hearing process. Appraisal staff prepares written reports and present testimony, exhibits and is cross examined at the protest board hearing.

Historical Protest Data:



Supporting Information:

The County Valuation Protest Board consists of three members. Two members and two alternates are residents of the county, and are appointed by the County Commission. The third member and an alternate are employees of the State Property Tax Division, and serve as the chairperson of this board. The hearing is an open meeting and is also recorded for appeal purposes by one person from the PTD. The protest board will hear testimony and accept documentation from both the assessor's office and the protestant.

After the hearing the board will privately discuss and decide the case. The board will then mail a written decision and order to both parties within thirty days after the hearing, as required by statute. If the board rules in the owner's favor, the Assessor's valuation will be adjusted accordingly.

If a protestant fails to appear at the hearing, the protest will be denied and the valuation will default to the assessor's value. Property owners or the county may appeal final decisions or orders through district court.

Claim for Refund

If a person misses the deadline for filing a protest, the owner may file a "Claim for Refund" in the Cibola County District Court after the County Treasurer mails tax bills in November of each year. Claims must be filed against the county assessor, no later than the sixtieth (60) day after the due date



for the first installment of the tax that is subject to a claim of refund. Payment of all taxes due in accordance with the tax bill must be made prior to the delinquency date before filing for a claim for refund. Claims must contain the property owners' names and addresses, as well as other persons receiving a tax bill for the property. The action must state the basis for the refund claim, the amount of the refund to which the owners believe they are entitled, and amounts paid.

Once the courts have determined the amount of refund, if any, the County Assessor and the County Treasurer will make the appropriate change to the tax records.

Claim for refunds, amongst other issues, are usually defended in court by the County's contract attorney, with assistance and testimony from Assessor staff. Only two refund claims were filed in the past year.

Goal: To successfully resolve all protests prior to August 15, (before the tax roll is generated) or no later than the statutory deadline of 180 days after the protest is filed.

1.8 Staffing & Professional Development

In order to accurately and professionally accomplish the mandated duties of the office, the Assessor must hire educated, experienced, and motivated individuals and provide continuous training and continuing education in the field of real and personal property appraisal. Having well trained and professional individuals in other facets of the duties of the office is equally important and essential to our office.

Under §4-39-2 NMSA, the issuance of certificates and incentive pay is authorized upon completion of a series of four one week long courses taught by our professional organization called the International Association of Assessing Officers. The incentive pay must be approved by the County Commission. An Assessor, Deputy Assessor or appraiser can earn the designation of "Certified Property Appraiser" issued by New Mexico Property Tax Division. Recently, a continuing education program was self-imposed by the Assessor's Affiliate and endorsed by PTD. The Cibola County Assessor's Office has 1 fulltime employee designated as a New Mexico Certified Appraiser, and four others whom have taken appraisal classes and are working toward this designation.

Appraisal certification ensures adequate knowledge of the principles of property appraisals, assessment techniques, and property tax laws. Certification also enhances an individual's and the public confidence in the work being performed by the assessor office.

The Cibola County Commission has not approved to implement a certification program similar to the one stated above. The incentive pay is added to assessor's appraisal staff salaries if implemented. This can include the Assessor and the Chief Deputy.

Additionally, The NM EDGE County College, in collaboration with the NM Assessors Affiliate has developed a certification curriculum specific to the NM County Assessor office for a NM Certified Public Assessing Official" designation. Nationally recognized designations are also available through our membership in the International Association of Assessing Officers.



County Assessors and their staff should be very familiar with traditional appraisal methods, real estate markets, and local conditions. Other technical and professional skills needed are: statistical skills for building and applying statistical models, management skills for recruiting, training and directing staff, data processing skills for designing and maintaining computer programs, and public relation skills for dealing with the public and the media.

Continued training and education is a major resource leading to the success and performance of the office, and is highly encouraged by the Assessor.

The Chief Deputy Assessor and the Chief Appraiser are responsible for all valuation maintenance and reappraisal programs. They will be responsible for implementing administrative policy, enforcing procedural and quality control standards, directing, training, and assigning duties to temporary personnel and performing the other statutory ongoing administrative duties.

The County Assessor believes that education should be an ongoing program and it only strengthens the valuation program. The Protest Board and District Court gauge the level of professional expertise of an appraiser by the appraiser's credentials. Therefore, assessment personnel are expected and encouraged to attend all Property Tax Department's accepted appraisal courses and any licensing or certification program. This will benefit Cibola County by successfully defending valuation protests that ultimately impact county budgets.



Calendar of Assessor's Critical Dates

- January 1:** Known as "situation date"- Date which determines the taxable status of all property in the state of New Mexico. If property is destroyed or improved during the year, any resulting increase or decrease will not be reflected until January 1 of the next year.
- February, Last Day of:** By the last day of this month, all new improvements, decreases in value, mobile homes, livestock, and claims for any applicable exemptions must be made. This is a reporting period that begins January 1st and ends on the last day of February.
- April 1:** On or before April 1st, county assessors must mail notices of value to property owners.
- June 15:** County assessors certify total net taxable values in the county to the Property Tax Division. After this date, valuation changes become increasingly difficult and will generally require a court order.
- June 30:** The Division compiles all values certified by all counties and forwards them to the Department of Finance for its use in making budgets and setting tax rates.
- September 1:** New Mexico Department of Finance and Administration sets the tax rates and delivers to the BOCC. The BOCC certifies the tax rates.
- October 1:** By this date, the county assessor prepares the property tax schedule (tax roll) for the county and delivers it to the county treasurer for billing. The tax roll lists every property its description, owner, address, value for property tax purposes, classification, exemptions allowed, applicable tax rates and tax amount.

This calendar provides general information and does not encompass all of the County Assessor's duties. Notice there is no particular time set-aside for the assessor to value properties. Detailed information or corresponding statutes and regulations can be obtained at the county assessor's office.



ASSESSOR'S YEARLY REQUIREMENTS AND GOALS

1. Prepare and mail Notices of Value to all real property, business personal property, livestock, and mobile homes owners by April 1 of each year.
2. Mail the request for information to all business personal property accounts by December 15 of each year for the following tax year.
3. Process and enter all business personal property renditions by March 5th of each tax year.
4. Mail the updated annual Value Freeze applications received from PTD to possible qualified property owners within 15 days of receipt and by March 1 of each year.
5. Post all incoming correspondence, protests, affidavits, building permits, within 24 hours.
6. Follow up on all incoming communication and insure timely and proper disposition of the issue within 30 days of receipt of the issue. Use the "Action Form" to initiate the process.
7. Process all deeds and changes in ownership and mapping of all properties within 10 days of their receipt from the Clerk's Office.
8. Process (complete all field work & data entry) all building permits received by December 31 by last day in January of the following year.
9. Process all affidavits received by December 31 by the last day in January of the following year.
10. Process and complete all protests filed each tax year within 180 days of the date of mailing the official notice of value and by ideally by August 15 each year.
11. Process and address all claims for refunds generated by tax bills within 60 days of receipt from District Court or by December 31 of each year unless they are subject to District Court action.
12. Process all property owner inquiries in person, phone, letter or e-mail within 30 days of receipt. Initiate using the "Action Form".
13. Scan all incoming correspondence by mail and in person within 5 days of receipt.
14. Process and document the steps taken to process all property found to be omitted from the tax roll and forward the documents to the County Treasurer within 30 days of discovery. Initiate using the "Action Form".
15. Plan and prepare for a re-appraisal at minimum of every five years in conformance with the professional standards of the International Association of Assessing Officers and the Property Tax Code and its related Rules and Regulations to be completed every five years hence forth.
16. Deliver tax schedule/ roll to County Treasurer by statutory deadline of October 1 of each year.



2.0 5 Year Real Property & Manufactured Home Re-Inspection Plan

An essential component of a proper valuation maintenance program is a periodic re-inspection of all properties in Cibola County. The New Mexico Property Tax Division has directed assessors to implement a four to six-year re-inspection cycle for this purpose, which is in conformance with a professional standard of the International Association of Assessing Officers. The main function of these inspections is to verify and update existing information of taxable property and discover improvements to properties that are not currently on the tax schedule.

The 5 Year Plan

On or around March 1, 2020 the Assessor's staff will begin implementing a county wide five year parcel by parcel re-inspection plan utilizing in house staff and modern technology. The plan involves reviewing/re-inspecting, and updating all 24,000 real property and manufactured home accounts in the Tyler Eagle system. In order to meet the goal, staff must review on average, approximately 4,800 accounts per year. The exact start date is dependent upon the delivery of the aerial photos by FutureView. The exact end date for each year is also dependent upon the permits, and any other work necessary to complete before the mailing of the 2020 notices of value.

To accomplish this five year project in a more expeditious and efficient manner, we plan to implement the use of new technology, rather than driving to each parcel of property. We will be utilizing digital ortho, and oblique aerial photography to be provided by a company who specializes in this product and service. This technology will greatly reduce the need for a physical door-to-door review. Most properties will be accurately inspected and measured using the high quality digital photos and measuring tools. Assessor Dolores Vallejos and Cibola County has already contracted for new photos to be flown in October/November 2019 and to be delivered in around February 2020. New photos will be flown again in three years. For properties that are not included in the photo project, or for hard to view properties, an on-site field inspection will be conducted by staff appraisers.

The second technology we intend to use is specialized software that visually compares two sequential acquisitions of oblique imagery for changes in existing building footprints or new building footprints. The tool is called "Change Finder" and is also provided by FutureView. This tool will make it much easier for the office to identify unreported, improved properties without an initial field inspection. This software will not be purchased however until the next flyover occurs three years from the original contract date.



2.1 Phase 1: 2020 for changes that affect 2021 N.O.V.

Phase one begins in the city of Grants, encompassing the entire 11 tax district. This area will include approximately **5,462** accounts for review. The goal is to review 4,800 accounts or more. Any accounts that are not able to be reviewed will be pushed to the following year. Details are as follows:

Project Area: Tax District 11- City of Grants
Project Dates: March 1, 2020 & September 15 to November 28, 2020
Work Days: 108 (excluding 7 holidays, and 5 days estimated vacation and sick leave days)
Appraisal Staff: 4 total (1 Chief Appraiser, 3 Appraisers)
Property Count: **5,462** Total (*numbers are subject to change*)
2,939 Single Family Residential Parcels
1,880 Non-Residential Parcels
643 Manufactured Homes

Quantities Necessary to Complete the Project With in the Allotted Time:

Quota per day for residential & non-residential properties is as follows:
 $5,462 / 108 = 51$ per day overall, $51 / 3 = 17$ **per person per day**- minimum

Quota per day for Manufactured homes is as follows:
 $643 / 108 = 6$ per day overall, $6 / 1 = 6$ **per person per day** - minimum

The numbers above are attainable assuming we maintain the current staffing level. There other variables affecting the project for this particular year such as the quantity of protests that will be filed in April. Also, there are other tasks are required to be completed by the same staff assigned to completing this review during the same time period of the project. These tasks include verification of sales affidavits, and building permits.

Secondly, there are a few tasks that need to be completed in the CAMA system in this first year. These include creating new neighborhoods, developing and using a land model for land valuation for the first time.



2.2 Phase 2: 2021 for changes that affect 2022 N.O.V.

In the second year, phase 2 encompasses properties in all of Milan and a portion of the County tax district West, North, and East of Milan. This area has approximately **5,869** accounts for review. Details are as follows:

Project Area: Tax district 21-Milan, & a small portion of tax district 10.
Project Dates: March 1, 2021 & September 15 to November 28, 2021
Work Days: 108 (excluding 7 holidays, and 5 days estimated vacation and sick leave days)
Appraisal Staff: 4 total (1 Chief Appraiser, 3 Appraisers)
Property Count: **5,869** Total (*numbers are subject to change*)
5,386 Residential & Non-Residential parcels
483 Manufactured Homes

Quantities Necessary to Complete the Project With in the Allotted Time:

Quota per day for residential & non-residential properties is as follows:
 $5,386 / 108 = 50$ per day overall, $50 / 3 = 17$ **per person per day**- minimum

Quota per day for Manufactured homes is as follows:
 $483 / 108 = 5$ per day overall, $5 / 1 = 5$ **per person per day** – minimum



2.3 Phase 3: 2022 for changes that affect 2023 N.O.V.

In the third year, phase 3 encompasses properties in the Northwest area of the County. Located in tax district 10. Please see map. This area will have approximately **4,192** accounts for review. Details are as follows:

Project Area: Northwest portion of tax district 10
Project Dates: March 1, 2022 & September 15 to November 28, 2022
Work Days: 108 (excluding 7 holidays, and 5 days estimated vacation and sick leave days)
Appraisal Staff: 4 total (1 Chief Appraiser, 3 Appraisers)
Property Count: **4,192** Total (*numbers are subject to change*)
3,709 Residential & Non-Residential parcels
483 Manufactured Homes

Quantities Necessary to Complete the Project With in the Allotted Time:

Quota per day for residential & non-residential properties is as follows:
 $3,709 / 108 = 34$ per day overall, $34 / 3 = \mathbf{12}$ **per person per day**- minimum

Quota per day for Manufactured homes is as follows:
 $483 / 108 = 5$ per day overall, $5 / 1 = \mathbf{5}$ **per person per day** – minimum



2.4 Phase 4: 2023 for changes that affect 2024 N.O.V.

In the fourth year, phase 4 encompasses properties in the Southwest of the County, Quemado, and Fence Lake. Located in tax district 10 & 30. Please see map. This area will have approximately **3,875** accounts for review. Details are as follows:

Project Area: Portion of tax district 10 (Southwest) & 30 (Quemado & Fence Lake)
Project Dates: March 1, 2023 & September 15 to November 28, 2023
Work Days: 108 (excluding 7 holidays, and 5 days estimated vacation and sick leave days)
Appraisal Staff: 4 total (1 Chief Appraiser, 3 Appraisers)
Property Count: **3,875** Total (*numbers are subject to change*)
3,392 Residential & Non-Residential parcels
483 Manufactured Homes

Quantities Necessary to Complete the Project Within the Allotted Time:

Quota per day for residential & non-residential properties is as follows:
 $3,392 / 108 = 31$ per day overall, $31 / 3 = \mathbf{11}$ **per person per day**- minimum

Quota per day for Manufactured homes is as follows:
 $483 / 108 = 5$ per day overall, $5 / 1 = \mathbf{5}$ **per person per day** – minimum



2.5 Phase 5: 2024 for changes that affect 2025 N.O.V.

In the fifth year, phase 5 encompasses properties in the Northeast and Southeast area of the County. Located in tax district 10. Please see map. This area will have approximately **4,473** accounts for review. Details are as follows:

Project Area: Portion of tax district 10 (Northeast & Southeast)
Project Dates: March 1, 2024 & September 15 to November 28, 2024
Work Days: 108 (excluding 7 holidays, and 5 days estimated vacation and sick leave days)
Appraisal Staff: 4 total (1 Chief Appraiser, 3 Appraisers)
Property Count: **4,473** Total (*numbers are subject to change*)
3,990 Residential & Non-Residential parcels
483 Manufactured Homes

Quantities Necessary to Complete the Project Within the Allotted Time:

Quota per day for residential & non-residential properties is as follows:
 $3,990 / 108 = 37$ per day overall, $37 / 3 = \mathbf{12}$ **per person per day**- minimum

Quota per day for Manufactured homes is as follows:
 $483 / 108 = 5$ per day overall, $5 / 1 = \mathbf{5}$ **per person per day** – minimum



8b.

Reports

Budget and Finance

No Documentation



8z.

Reports not
Presented

Road Dept.

Cibola County Road Dept.

700 E. Roosevelt Suite 50

Grants NM 87020

505-285-2570 Phone 505-285 3656 Fax



Friday, March 12, 2020

To: Kate Fletcher - County Manager

Fr: Gary Porter - Public Works Director

Re: Monthly Report: 2/01/20 - 2/28/209 (February)

Regular Maintenance

Blade & Shape

<u><i>Road</i></u>	<u><i>Description</i></u>	<u><i>Miles</i></u>
<i>C35</i>	<i>Fencelake Community Roads</i>	<i>9.064</i>
<i>C63</i>	<i>Anaconda Road</i>	<i>5.931</i>
<i>C25A</i>	<i>Chapman Road</i>	<i>0.951</i>
<i>C20</i>	<i>San Mateo</i>	<i>4.982</i>
<i>C34</i>	<i>Pine Hill Road</i>	<i>9.744</i>
<i>C32</i>	<i>Zuni Trial</i>	<i>27.111</i>
<i>C40</i>	<i>Woodard Ranch Road</i>	<i>1.875</i>
<i>C1</i>	<i>Marquez Road</i>	<i>5.000</i>
<i>C35A</i>	<i>Moreno Hill Road</i>	<i>4.000</i>
<i>C33</i>	<i>Candy Kitchen Road</i>	<i>4.000</i>
<i>C28B</i>	<i>Farm Road</i>	<i>0.196</i>
<i>C49</i>	<i>Zuni Trial</i>	<i>4.000</i>
<i>C44</i>	<i>Porter Ranch Road</i>	<i>1.330</i>
<i>Total Miles</i>		<i>78.184</i>

Special Projects

<i>C17</i>	<i>Mt. Taylor Addition - Paint speed humps.</i>
<i>C23</i>	<i>Ralph Card Rd. - Sweep, paint speed humps.</i>
<i>C49</i>	<i>Zuni Canyon Rd. - Should sork.</i>
<i>C47</i>	<i>Mesa Ridge Rd. - Fix wingwalls, clean cattle guards.</i>

C48A	<i>Timberlake Rd. - Clean cattle guards.</i>
C48	<i>Mallery Rd. - Fix cattle guards.</i>
C33	<i>Candy Kitchen Rd. - Fix cattle guards, put up signs.</i>
C34	<i>Pine Hill Rd. - Fix cattle guards.</i>
C6	<i>Seboyeta-Bibo Rds. - Put up signs, clean culverts.</i>
C7	<i>Cubero - Clean culverts, fix barrier walls.</i>
C1	<i>Marquez Rd. - Clean culverts and cattle guards.</i>
C5	<i>Moquino - Clean culverts.</i>
C35	<i>Fencelake Community Rds. - Fix cattle guards and wingwalls.</i>
C40	<i>Woodard Ranch Rd. - Fix Cattle guards, haul base course, put up signs.</i>
C41	<i>Pie Town Rd. - Fix cattle guards.</i>
C28	<i>Bluewater Village - Sweep.</i>
C28C	<i>Cemetary Rd. - Sweep.</i>
C29	<i>Plano Colo. - Sweep.</i>
C22	<i>Broadview Acres - Sweep.</i>
C21	<i>Murray Acres - Sweep.</i>
C24	<i>Elkins Rd. - Sweep.</i>
C2	<i>Rio Puerco Rd. - Clean culverts and cattle guards.</i>

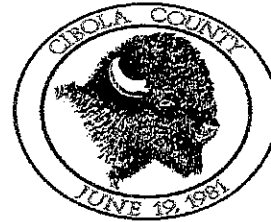
Snow Removal

C18	<i>Horace Mesa.</i>
C18A	<i>Lobo Creek Rd.</i>
C18B	<i>La Jara Mesa.</i>
C19A	<i>Cantina Homesites Rd.</i>
C19B	<i>La Mosca Tank Rd.</i>
C19	<i>Cantina Road.</i>
C7	<i>Cubero Loop.</i>
C13	<i>San Jose Loop.</i>
C15	<i>Rinconada Rd.</i>
C28	<i>Bluewater Village.</i>
C49B	<i>El Saguan.</i>
C29	<i>Plano Colorado.</i>
C24	<i>Elkins Rd.</i>
C21	<i>Murray Acres</i>
C22	<i>Broadview Acres</i>
C23	<i>Ralph Card Rd.</i>
C33	<i>Candy Kitchen Rd.</i>
C49	<i>Zuni Canyon Rd.</i>
C48	<i>Mallory Rd.</i>
C35	<i>Fencelake Comm. Rds.</i>
C32	<i>Zuni Trail</i>
C48A	<i>Timberlake Rd.</i>
C47	<i>Mesa Ridge Rd.</i>
C34	<i>Pine Hill Rd.</i>

<i>C31N</i>	<i>Bluewater North</i>
<i>C58</i>	<i>San Rafael</i>
<i>C20</i>	<i>San Mateo.</i>
<i>C30</i>	<i>Bluewater South.</i>

Cibola County Road Dept.

700 E. Roosevelt Suite 50
Grants NM 87020
505-285-2570 Phone Fax 505-287-3656



MAINTENANCE REPORT

February 2020

<u>Department</u>	<u>Unit Number</u>	<u>Total Parts & Oil</u>	<u>Hours Worked</u>	<u>Mechanic Rate</u>	<u>Total on Repair Order</u>
<u>Road Dept.</u>	<u>133</u>	\$0.00	<u>2</u>	\$ 18.40	\$ 36.80
<u>Road Dept.</u>	<u>138</u>	\$40.33	<u>1.5</u>	\$ 18.40	\$ 67.93
<u>Road Dept.</u>	<u>153</u>	\$15.39	<u>2</u>	\$ 18.40	\$ 52.19
<u>Road Dept.</u>	<u>154</u>	\$0.00	<u>2</u>	\$ 18.40	\$ 36.80
<u>Road Dept.</u>	<u>155</u>	\$0.00	<u>1</u>	\$ 18.40	\$ 18.40
<u>Road Dept.</u>	<u>157</u>	\$29.82	<u>2</u>	\$ 18.40	\$ 66.62
<u>Road Dept.</u>	<u>Pressure Washer</u>	\$0.00	<u>1</u>	\$ 18.40	\$ 18.40
<u>Road Dept.</u>	<u>Wood Chipper</u>	\$0.00	<u>6</u>	\$ 18.40	\$ 110.40
<u>Road Dept.</u>	<u>Weed Whacker</u>	\$2.23	<u>0.5</u>	\$ 18.40	\$ 11.43
<u>Road Dept.</u>	<u>Tamper</u>	\$0.00	<u>2</u>	\$ 18.40	\$ 36.80
				TOTAL	\$ 455.77

<u>Department</u>	<u>Unit Number</u>	<u>Total Parts & Oil</u>	<u>Hours Worked</u>	<u>Mechanic Rate</u>	<u>Total on Repair Order</u>
<u>Sheriffs</u>	<u>05225-G</u>	\$27.97	<u>1</u>	\$ 18.40	\$ 46.37
<u>Sheriffs</u>	<u>05227-G</u>	\$27.97	<u>2</u>	\$ 18.40	\$ 64.77
<u>Sheriffs</u>	<u>07877-G</u>	\$8.00	<u>2</u>	\$ 18.40	\$ 44.80
<u>Sheriffs</u>	<u>07878-G</u>	\$8.00	<u>2</u>	\$ 18.40	\$ 44.80
<u>Sheriffs</u>	<u>G-90204</u>	\$8.42	<u>1</u>	\$ 18.40	\$ 26.82
<u>Sheriffs</u>	<u>G-96111</u>	\$29.75	<u>2</u>	\$ 18.40	\$ 66.55
<u>Sheriffs</u>	<u>G-96111</u>	\$8.00	<u>1</u>	\$ 18.40	\$ 26.40
				TOTAL	\$ 320.51

<u>Department</u>	<u>Unit Number</u>	<u>Total Parts & Oil</u>	<u>Hours Worked</u>	<u>Mechanic Rate</u>	<u>Total on Repair Order</u>
<u>Clerks</u>	<u>Utility Trailer</u>	\$8.69	<u>1</u>	\$ 18.40	\$ 27.09
				TOTAL	\$ 27.09

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 February 2020

UNLEADED						
UNIT #	VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL.	TOTAL COST
127	G-18473	0.31	7.72	125	16.200	\$ 38.22
128	G-18464	0.31	7.64	615	80.500	\$ 189.94
130	G-15638	0.44	5.42	287	53.000	\$ 125.05
131	G-29800	#VALUE!	#VALUE!	N/U	0.000	\$ -
132	G-29091	#VALUE!	#VALUE!	N/U	0.000	\$ -
133	G-23696	#VALUE!	#VALUE!	N/U	0.000	\$ -
134	G-23697	#VALUE!	#VALUE!	N/U	0.000	\$ -
135	G-39980	#VALUE!	#VALUE!	N/U	0.000	\$ -
136	G-39988	#VALUE!	#VALUE!	N/U	0.000	\$ -
138	G-95862	0.20	14.07	1,701	120.900	\$ 335.80
139	G-57384	#VALUE!	#VALUE!	N/U	0.000	\$ -
140	G-57619	#VALUE!	#VALUE!	N/U	0.000	\$ -
141	G-57618	0.16	14.79	973	65.800	\$ 155.24
146	146	34.68	0.07	1	14.700	\$ 34.68
147	G-66164	0.47	5.04	128	25.400	\$ 59.94
148	G-66165	0.17	14.00	224	16.000	\$ 37.75
150	G-70482	0.15	15.26	490	32.100	\$ 75.73
151	G-78718	0.16	15.16	1,895	125.000	\$ 294.91
152	G-64239	#VALUE!	#VALUE!	N/U	0.000	\$ -
153	G-86952	0.10	22.56	2,552	113.100	\$ 266.86
154	G-86953	0.13	17.90	877	49.000	\$ 115.61
155	G-86954	0.10	23.70	1,178	49.700	\$ 117.27
156	Diesel Air Compressor	#VALUE!	#VALUE!	N/U	0.000	\$ -
157	G-91750	0.14	16.79	2,255	134.300	\$ 316.86
Extra Gas Card	Extra Gas Card	#VALUE!	#VALUE!	N/U	0.000	\$ -
TOTAL GAS					895.700	\$ 2,163.86

DIESEL FUEL						
UNIT #	VEHICLE #	COST/MILE	MPG	MILES	TOTAL GAL.	TOTAL COST
137	G-50237	0.24	11.58	212	18.300	\$ 50.83
209	G-18476	#VALUE!	#VALUE!	N/U	0.000	\$ -
212	G-30550	#VALUE!	#VALUE!	N/U	0.000	\$ -
213	G-30549	0.86	3.23	280	86.700	\$ 240.79
214	G-38441	0.61	4.58	405	88.500	\$ 245.78
215	G-67372	0.43	6.42	532	82.900	\$ 230.23
216	G-67371	#VALUE!	#VALUE!	N/U	0.000	\$ -
217	G-70782	0.44	6.30	405	64.300	\$ 178.58
218	Distributor	#VALUE!	#VALUE!	N/U	0.000	\$ -
219	Water Truck	#VALUE!	#VALUE!	N/U	0.000	\$ -
220	New Transport	0.72	3.87	814	210.300	\$ 584.06
221	New Dump Truck	0.49	5.65	1,051	185.900	\$ 516.31
305	305	#VALUE!	#VALUE!	N/U	0.000	\$ -
306	306	#VALUE!	#VALUE!	N/U	0.000	\$ -
307	307	#VALUE!	#VALUE!	N/U	0.000	\$ -
308	308	3.55	0.78	45	57.500	\$ 159.72
309	309	#VALUE!	#VALUE!	N/U	0.000	\$ -
310	310	#VALUE!	#VALUE!	N/U	0.000	\$ -
311	311	5.85	0.47	18	37.900	\$ 105.26
312	312	#VALUE!	#VALUE!	N/U	0.000	\$ -
313	313	#VALUE!	#VALUE!	N/U	0.000	\$ -
314	314	8.93	0.31	14	45.000	\$ 124.98
416	416	11.35	0.24	43	175.800	\$ 488.26
417	417	8.89	0.31	69	220.800	\$ 613.26
418	418	12.48	0.22	50	224.700	\$ 624.05
419	419	11.74	0.24	36	152.200	\$ 422.70
420	420	8.09	0.34	16	46.600	\$ 129.42
501	501	#VALUE!	#VALUE!	N/U	0.000	\$ -
525	525	#VALUE!	#VALUE!	N/U	0.000	\$ -
Extra Diesel Card	Extra Diesel Card	157.81	0.02	5	284.100	\$ 789.03
TOTAL DIESEL					1981.500	\$ 5,503.26

***N/U = NOT USED**



9a.

Presentation

2019 Audit

Jaramillo Auditing Group (J.A.G.)



10a.

New Business

Resolution

20-34

Budget Adjustment # 9

Cibola County Commission

Daniel J. Torrez, Chairman
Robert Windhorst, 1st Vice-Chair
Martha Garcia, 2nd Vice-Chair
Christine Lowery, Commissioner
Ralph Lucero, Commissioner

Cibola County
700 E. Roosevelt Ave., Suite 50
Grants, New Mexico 87020
Phone (505) 287-9431 – Fax (505) 285-5434



Kate Fletcher
County Manager

Resolution No. 20-34 – BAR # 9

Fiscal Year 2020

WHEREAS, the Board of County Commissioners of the County of Cibola is the duly constituted governing body of the County and serves *ex officio* as the County Board of Finance with authority for establishing, monitoring, and adjusting the County's budget; and

WHEREAS, budget adjustments are required to establish correct beginning cash balances; allow for new transfers; to allow for budget increases and decreases to revenues and expenditures to offset any unanticipated revenues and/or expenditures; and to correct amounts when required; and

WHEREAS, the budget adjustments and the associated line items with amounts stated on the **attached, Schedule of Budget Adjustments 20-34A and 20-34B** are essential.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS of the COUNTY OF CIBOLA, STATE OF NEW MEXICO, ex officio COUNTY BOARD OF FINANCE that the adjustments included in this document are deemed necessary to the operations of the County for the 2020 fiscal year ending June 30, 2020.

PASSED, APPROVED and ADOPTED by the governing body at a regular meeting on the 28th day of May, 2020.

THE BOARD OF COUNTY COMMISSIONERS:

Daniel Torrez, Chairman

Robert Windhorst, 1st Vice-Chair

Martha Garcia, 2nd Vice-Chair

Dr. Christina Lowery, Commissioner

Ralph Lucero, Commissioner

ATTEST:

Michelle E Dominguez, County Clerk

Entity Name: Cibola County
Fiscal Year: FY 2019-20
Resolution #: 20-34
Bar Schedule: 20-34A

TYPE OF BAR	COUNTY	REVENUE	CIBOLA COUNTY	DESCRIPTION	APPROVED	ADJUSTMENT	ADJUSTED	PURPOSE
LOCAL (L) OR STATE (S)	DEPARTMENT	EXPENDITURE	ACCOUNT#	OF ACCOUNT	BUDGET		BUDGET	
Local	Manager	Expenditure	401-004-402-00062	Audit Services	\$72,000.00	(\$26,818.02)	\$45,181.98	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00101	Professional Services	\$24,000.00	(\$5,000.00)	\$19,000.00	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-38101	Miscellaneous Expense	\$0.00	\$26.35	\$26.35	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00009	Office Supplies & Equipment	\$15,000.00	\$6,500.00	\$21,500.00	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00008	Printing & Publishing	\$1,500.00	\$600.00	\$2,100.00	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00010	Mileage & Per Diem	\$3,500.00	\$1,165.30	\$2,334.70	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00011	Vehicle Expense	\$1,750.00	\$500.00	\$2,250.00	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00012	Equip. Maint. & Repair	\$3,500.00	\$5,048.89	\$8,548.89	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00013	Equip. Rental	\$7,500.00	\$7,394.03	\$14,894.03	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00098	Training Staff & Development	\$12,350.00	\$67.32	\$12,417.32	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00124	Contractual Services	\$0.00	\$10,516.13	\$10,516.13	Re-align Budget authority per request of Department
Local	Manager	Expenditure	401-004-402-00101	Professional Services	\$24,000.00	(\$13,000.00)	\$11,000.00	Re-align Budget authority per request of Department
Local	Maintenance	Expenditure	401-010-403-00023	Repair to Buildings	\$15,133.61	\$13,000.00	\$2,133.61	Re-align Budget authority per request of Department
Local	Sheriff	Expenditure	401-005-408-00072	Law Enf. Liability Insurance	\$33,977.38	(\$33,977.38)	\$0.00	Re-align Budget authority per request of Department
Local	Sheriff	Expenditure	401-005-408-00325	Trans & Extrad. Of Prisoners	\$12,002.40	(\$3,711.26)	\$8,291.14	Re-align Budget authority per request of Department
Local	Sheriff	Expenditure	401-005-408-00011	Vehicle Expense	\$136,726.71	\$37,688.66	\$174,415.37	Re-align Budget authority per request of Department
Local	Maintenance	Expenditure	401-010-403-00046	Janitorial Supplies	\$15,000.00	(\$4,500.00)	\$10,500.00	Increase courthouse repairs from janitorial supplies for demo / removal of Marquee signs.
Local	Maintenance	Expenditure	401-010-403-00021	Courthouse Repairs	\$6,000.00	\$4,500.00	\$1,500.00	Increase courthouse repairs from janitorial supplies for demo / removal of Marquee signs.
Local	Treasurer	Expenditure	401-004-406-00004	Temporary Salaries	\$2,000.00	(\$2,000.00)	\$0.00	reduce temp salaries to increase telecommunications for wireless internet for laptops.
Local	Treasurer	Expenditure	401-004-406-00007	Telecommunications	\$10,062.00	\$2,000.00	\$12,062.00	reduce temp salaries to increase telecommunications for wireless internet for laptops.
Local	El Morro VFD	Expenditure	427-018-464-00012	Equip., Maint. & Repair	\$21,958.00	(\$8,000.00)	\$13,958.00	to cover utility deficit and increase for a safety equipment order
Local	El Morro VFD	Expenditure	427-018-464-00082	Safety Equipment	\$7,000.00	\$7,000.00	\$14,000.00	to cover utility deficit and increase for a safety equipment order
Local	El Morro VFD	Expenditure	427-018-464-00025	Utilities	\$2,000.00	\$1,000.00	\$3,000.00	to cover utility deficit and increase for a safety equipment order
Local	DWI	Expenditure	439-060-437-08140	Operating Cost	\$67,813.98	(\$7,600.00)	\$60,213.98	Realign Budget to paint the DWI Unit
Local	DWI	Expenditure	439-060-437-08300	DWI Supplies & Equipment		\$2,600.00	\$2,600.00	Re-align Budget authority to cover Citation book cost and saturation patrols
Local	DWI	Expenditure	439-060-437-00011	Car Expense	\$1,500.00	\$5,000.00	\$6,500.00	Realign budget to paint the DWI Unit
Local	E-911	Expenditure	435-070-435-00065	Group Insurance	\$187,050.00	(\$55,000.00)	\$132,050.00	Re-align Budget authority to cover other account deficits
Local	E-912	Expenditure	435-070-435-00005	Overtime Salaries	\$10,000.00	\$20,000.00	\$30,000.00	Re-align Budget authority to cover other account deficits
Local	E-913	Expenditure	435-070-435-00007	Telecommunications	\$5,000.00	\$1,500.00	\$6,500.00	Re-align Budget authority to cover other account deficits
Local	E-914	Expenditure	435-070-435-00025	Utilities	\$5,000.00	\$5,000.00	\$10,000.00	Re-align Budget authority to cover other account deficits
Local	E-915	Expenditure	435-070-435-00124	Contractual Services	\$75,000.00	\$27,000.00	\$102,000.00	Re-align Budget authority to cover other account deficits
Local	E-916	Expenditure	435-070-435-00098	Training & Staff Development	\$4,000.00	\$1,500.00	\$5,500.00	Re-align Budget authority to cover other account deficits
Local	Detention	Expenditure	614-100-457-00313	Transport Costs	\$25,000.00	(\$25,000.00)	\$0.00	Re-align Budget authority to cover other account deficits
Local	Detention	Expenditure	614-100-457-00009	Office Equipment & Supplies	\$10,000.00	(\$5,000.00)	\$5,000.00	Re-align Budget authority to cover other account deficits
Local	Detention	Expenditure	614-100-457-00026	Computer Equipment	\$2,000.00	(\$240.00)	\$1,760.00	Re-align Budget authority to cover other account deficits
Local	Detention	Expenditure	614-100-457-00024	Building & Ground Maint. & Repair	\$5,000.00	\$10,000.00	\$15,000.00	Re-align Budget authority to cover other account deficits
Local	Detention	Expenditure	614-100-457-00005	Overtime Salaries	\$0.00	\$20,000.00	\$20,000.00	Re-align Budget authority to cover other account deficits
Local	Road	Expenditure	614-100-457-00012	Equip., Maint. & Repair.	\$4,750.00	\$240.00	\$5,000.00	Re-align Budget authority to cover other account deficits
Local	Road	Expenditure	614-100-457-00008	Printing & Publishing	\$5,000.00	(\$500.00)	\$4,500.00	Re-align Budget authority to cover other account deficits
Local	Fire Marshal	Expenditure	604-018-461-00009	Office Equipment & Supplies	\$4,000.00	\$600.00	\$4,600.00	Re-align Budget authority to cover other account deficits
Local	Fire Marshal	Expenditure	604-018-461-00127	Uniforms	\$2,000.00	(\$500.00)	\$1,500.00	Re-align Budget authority to cover other account deficits
Local	Fire Marshal	Expenditure	604-018-461-00082	Safety Equipment	\$13,000.00	\$500.00	\$13,500.00	Re-align Budget authority to cover other account deficits
Local	1% Reappraisal	Expenditure	620-025-459-00098	Training & Staff Development	\$10,000.00	(\$2,993.52)	\$7,006.48	Re-align Budget authority to cover other account deficits
Local	1% Reappraisal	Expenditure	620-025-459-00011	Vehicle Expense	\$500.00	\$63.53	\$563.53	Re-align Budget authority to cover other account deficits
Local	1% Reappraisal	Expenditure	620-025-459-00029	Capital Outlay	\$3,000.00	\$352.76	\$3,352.76	Re-align Budget authority to cover other account deficits
Local	1% Reappraisal	Expenditure	620-025-459-00012	Dues, Fees, & Subscriptions	\$25,000.00	\$2,427.23	\$27,427.23	Re-align Budget authority to cover other account deficits
Local	1% Reappraisal	Expenditure	620-025-459-00069	Safety Equipment	\$1,000.00	\$60.00	\$1,060.00	Re-align Budget authority to cover other account deficits
Local	San Rafael VFD	Expenditure	407-018-421-00082	Safety Equipment	\$31,067.00	(\$7,950.00)	\$23,117.00	Shift match for grant to capital outlay

ENTITY NAME: Cibola County
FISCAL YEAR: FY 2019-20
RESOLUTION #: 20-34
BAR SCHEDULE: 20-34B

TYPE OF BAR LOCAL (L) OR STATE (S)	COUNTY DEPARTMENT	REVENUE EXPENDITURE TRANSFER (TO or FROM)	CIBOLA COUNTY ACCOUNT#	DESCRIPTION OF ACCOUNT	APPROVED BUDGET	ADJUSTMENT	ADJUSTED BUDGET	PURPOSE
Local	San Rafael VFD	Expenditure	407-018-421-00586	State Fire Marshal Grant	\$71,500.00	(\$71,500.00)	\$0.00	Shift budget for grant to capital outlay
Local	San Rafael VFD	Expenditure	407-018-421-00028	Capital Outlay	\$79,450.00		\$158,900.00	Shift budget for grant to capital outlay
Local	Clerk Recording / Fill	Expenditure	500-065-440-00010	Mileage & Per Diem	\$2,000.00	(\$2,000.00)	\$0.00	Re-align Budget authority to cover other account deficits
Local	Clerk Recording / Fill	Expenditure	500-065-440-00098	Training & Staff Development	\$20,400.00	(\$4,000.00)	\$2,000.00	Re-align Budget authority to cover other account deficits
Local	Clerk Recording / Fill	Expenditure	500-065-440-00124	Contractual Services	\$20,400.00	\$6,000.00	\$26,400.00	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00010	Mileage & Per Diem	\$9,900.00	(\$6,000.00)	\$3,900.00	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00011	Group Insurance	\$49,125.00	(\$4,395.85)	\$44,729.15	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00005	Overtime Salaries	\$0.00	\$100.00	\$100.00	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00008	Printing & Publishing	\$10,000.00	\$850.69	\$10,850.69	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00011	Vehicle Expense	\$0.00	\$175.16	\$175.16	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00012	Equipment, Maint., & Repair	\$36,281.00	\$8,200.00	\$44,481.00	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00013	Rental of Equipment	\$0.00	\$1,000.00	\$1,000.00	Re-align Budget authority to cover other account deficits
Local	Assessor	Expenditure	401-004-407-00069	Dues Fees & Subscriptions	\$0.00	\$70.00	\$70.00	Re-align Budget authority to cover other account deficits
Local	DWI	Expenditure	439-060-437-08140	Operating Cost		(\$2,600.00)	(\$2,600.00)	Re-align Budget authority to cover Citation book cost and saturation patrols
Local	DWI	Expenditure	439-060-437-08300	DWI Supplies & Equipment		\$2,600.00	\$2,600.00	Re-align Budget authority to cover Citation book cost and saturation patrols
State	El Morro VFD	Expenditure	427-018-464-00023	Building Repair	\$8,000.00	\$5,000.00	\$13,000.00	heater needed in training building
State	Fire Marshal	Expenditure	604-018-461-00012	Equipment Maint., & Repair	\$11,901.00	\$3,000.00	\$14,901.00	Increase to cover deficits in account
State	Fire Marshal	Expenditure	604-018-461-00082	Safety Equipment	\$13,000.00	\$3,000.00	\$16,000.00	Increase to cover deficits in account
State	Forest Service Grant	Expenditure	611-045-499-19435	From 611 to 401	\$17,188.00	\$74,812.00	\$92,000.00	Increase transfer out to reimburse general fund
State	Census Grant	Revenue	610-45-300-53600	Census Bureau Grant	\$44,300.32	\$43,199.68	\$87,500.00	Increase revenue as additional funding provided
State	Census Grant	Expenditure	610-045-456-00151	Reversion of Funds	\$0.00	\$80,000.00	\$80,000.00	Increase as whatever is not spent will be reverted
State	Series B Bond	Revenue	570-99-300-41200	GRT Equalization	\$579,700.00	\$131,000.00	\$710,700.00	Received more than projected
State	Series B Bond	Revenue	570-99-300-18100	Interest on Delinquent Taxes	\$1,186.00	\$750.00	\$1,936.00	Received more than projected
State	Series B Bond	Expenditure	570-093-451-26100	Investment Maint. & Admin Fees	\$16,379.00	\$3,500.00	\$19,879.00	Admin fees higher than projected
State	County Fire	Revenue	475-50-300-41000	GRT Fire Protection Excise Tax (25)	\$151,249.00	\$60,000.00	\$211,249.00	GRT came in higher than projected
State	County Fire	Revenue	475-50-300-18100	Interest On Delinquent Taxes	\$177.00	\$1,250.00	\$1,427.00	GRT came in higher than projected
State	County Fire	Revenue	475-50-300-18200	Penalty On Delinquent Taxes	\$310.00	\$1,000.00	\$1,310.00	GRT came in higher than projected
State	County Fire	Expenditure	475-050-401-00800	Multi Line - All VFD's	\$72,100.00	\$5,600.00	\$77,700.00	Expense was higher than projected
State	County Fire	Expenditure	475-050-401-02261	Administrative Charges	\$4,938.00	\$1,100.00	\$6,038.00	GRT came in higher than projected
State	E-911	Revenue	435-65-300-14000	Assessments for Services	\$0.00	\$100.00	\$100.00	Received more than projected
State	E-912	Revenue	435-65-300-14001	IPRA Requests	\$100.00	\$350.00	\$450.00	Received more than projected
State	E-913	Revenue	435-65-300-14002	Reimbursement	\$10,000.00	\$5,000.00	\$15,000.00	Received more than projected
State	E-914	Revenue	435-65-300-14003	Interest on Delinquent Taxes	\$260.00	\$600.00	\$860.00	GRT came in higher than projected
State	E-915	Revenue	435-65-300-14004	Penalty On Delinquent Taxes	\$1,718.00	\$2,500.00	\$4,218.00	GRT came in higher than projected
State	E-916	Revenue	435-65-300-14005	GRT Emergency Communications (25)	\$851,225.00	\$120,000.00	\$971,225.00	GRT came in higher than projected
State	Indigent	Expenditure	406-055-420-00250	Sole Community Provider	\$159,000.00	\$100,000.00	\$259,000.00	Had a large payment over \$100,000 before IHS software got online.
State	Indigent	Revenue	406-56-300-26000	Refunds	\$0.00	\$12,000.00	\$12,000.00	Received more than projected

ATTEST: County Clerk Date Board Chairman Date



10b.

New Business

Resolution

20-27

Dissolving the Lobo Canyon Fire District



CIBOLA COUNTY RESOLUTION 2020-27

A RESOLUTION DISSOLVING THE LOBO CANYON FIRE DISTRICT

WHEREAS, the Cibola County Board of County Commissioners met upon notice of a meeting duly published at the Cibola County Administration Building, 700 East Roosevelt Avenue, Suite 50, Grants, New Mexico 87020 on May 28, 2020 at 5:00 pm as required by law; and,

WHEREAS, the County Commissioners of any county may establish one or more fire districts, NMSA 1978 Section 59A-53-5(A); and,

WHEREAS, it is advisable to dissolve the Lobo Canyon Fire District and incorporate the District's Station to the San Rafael Fire District in order to continue to provide fire suppression services.

NOW THEREFORE BE IT RESOLVED that the Lobo Canyon Fire District #10 is hereby dissolved.

PASSED and **RESOLVED** this 28th day of May 2020.

Daniel Torrez, Chairman

Robert Windhorst, Vice Chair

Martha Garcia, Second Vice Chair

Ralph Lucero, Member

Christine Lowery, Member

ATTEST:

Michelle E. Dominguez
Cibola County Clerk



10c.

New Business

Resolution

20-28

Incorporating the Former Lobo
Canyon Fire District into San Rafael
Fire District



CIBOLA COUNTY RESOLUTION 2020-28

A RESOLUTION INCORPORATING THE FORMER LOBO CANYON FIRE DISTRICT'S FIRE STATION INTO THE SAN RAFAEL FIRE DISTRICT

WHEREAS, the Cibola County Board of County Commissioners met upon notice of a meeting duly published at the Cibola County Administration Building, 700 East Roosevelt Avenue, Suite 50, Grants, New Mexico 87020 on May 28, 2020 at 5:00 pm as required by law; and,

WHEREAS, the County Commissioners of any county may establish one or more fire districts. NMSA 1978 Section 59A-53-5(A); and,

WHEREAS, the County Commission dissolved the Lobo Canyon Fire District on May 28, 2020; and,

WHEREAS, the former Lobo Canyon Fire District Station should be incorporated as Station 2 of the San Rafael Fire District.

NOW THEREFORE BE IT RESOLVED that the Station of the former Lobo Canyon Fire District #10 is hereby Station 2 of the San Rafael Fire District #9.

NOW BE IT FURTHER RESOLVED that the Cibola County Fire Marshal seek certification of the new station with the State Fire Marshal.

PASSED and **RESOLVED** this 28th day of May 2020.

Daniel Torrez, Chairman

Robert Windhorst, Vice Chair

Martha Garcia, Second Vice Chair

Ralph Lucero, Member

Christine Lowery, Member

ATTEST:

Michelle E. Dominguez
Cibola County Clerk



10d.

New Business

NW NM Solid Waste
Auth.

FY 21 Membership Agreement

Northwest New Mexico Regional Solid Waste Authority

101 Red Mesa Bluffs Drive • P.O. Box 1330 • Thoreau, New Mexico 87323

Tel. (505) 905-8400 • Fax: (505) 905-8401

April 24, 2020

This agreement is a contract by and between the **Northwest New Mexico Regional Solid Waste Authority** and **Cibola County**. This will provide container(s) per site. This will be used for collection and disposal of municipal waste.

This Contract will be effective July 1, 2020 thru June 30, 2021.

Terms are as follow:

Haul Fee (Per Container)	Bluewater	\$100.00
	Cubero	\$225.00
	Pinehill	\$300.00
	San Mateo	\$200.00
	Seboyeta	\$250.00
Tipping Fee (Per Ton)	Red Rock Landfill	\$35.00
Tipping Fee (Per Ton)	Cibola/McKinley Transfer Station	\$42.00
Overweight Fee (Over 11 Tons)		\$150.00
Rent fee		\$75.00

5% GOVERNMENTAL GROSS RECEIPTS TAX

Container may not be loaded above the rim and no sharp objects may project upward or hang over the sides. Drivers will not adjust any loads. That is the responsibility of the contractor and will be done before the truck arrives. Any issues with this may result in the container being removed.

The container shall remain at the designated location until proper authorization is obtained for relocation. Any damage done to the container, while in this location, is the responsibility of the renter.

We reserve the right to cancel this contract, with a 30 day written notice.

Payment is due the 10th of each month. Failure to make prompt monthly Payments shall result in termination of this contract. If Account is 60 days past due we will remove container.

I/We agree to the terms and conditions set forth by the Authority.

Accepted by

Cibola County
Ph# (505) 287-9431
Acct#2000

Date

NWNMRSWA

Date

 4/28/20



10e.

New Business

NW NM Council of Gov.

FY 21 Membership Agreement

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS
MEMBERSHIP AGREEMENT
with
CIBOLA COUNTY
Fiscal Year 2021

This Agreement is entered into by and between Northwest New Mexico Council of Governments (hereinafter "COG") and County of Cibola (hereinafter "MEMBER"), pursuant to the following conditions and terms:

1. COG agrees to provide for the following:
 - a. Performance of professional work in service to the MEMBER, including specific assignments as requested and mutually concurred by the MEMBER and COG throughout the course of this Agreement, drawn from the COG's Menu of Services; such service to include assignment of a professional planner to direct Member Services, in alignment with the Member Dues & Services policy adopted by the COG Board of Directors.
 - b. Continued leadership and performance in local and regional development activities, as supported by local, state, federal and philanthropic grants and contracts.
 - c. Competent management and stewardship of the COG's resources and responsibilities, on behalf of its Members.
2. MEMBER agrees to provide for the following:
 - a. To remain a voting member on the COG's Board of Directors, to consist of up to two (2) representatives to the Board and up to two (2) alternates, and to participate in the COG's governance, policy development and administrative oversight.
 - b. To pay annual dues into the treasury of the COG in the amount of **\$20,000** per annum, such payment to be rendered in quarterly increments for the annual period July 1, 2020 through June 30, 2021.
3. It is mutually understood and agreed that:
 - a. A portion of the Membership dues shall be committed to the support of the COG organization as a whole and to its general operating and overhead expenses, including matching funds as required for certain state and federal grants;
 - b. A portion of the dues shall be available for direct communications with and services to the MEMBER, including specific assignments as requested and mutually concurred by the MEMBER and the COG; and
 - c. For significant tasks and assignments requiring staffing above and beyond the levels specified herein, the COG may negotiate for and/or assist in securing additional funds to supplement this agreement.

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

COUNTY OF CIBOLA

Date: _____
Billy W. Moore, Board Chair

Date: _____
Daniel J. Torrez, Chairman

ATTEST: _____
Evan Williams, Executive Director

ATTEST: _____
Michelle Dominguez, County Clerk

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Board of Directors Appointment Form – FY21

Member Government: County of Cibola

Date: _____

1. The governing body of Cibola County (hereinafter Member) has designated

as its official Representatives to the Board of Directors of the Northwest New Mexico Council of Governments (NWNMCOG), the organization established by State Statute as New Mexico Planning & Development District I and by the US Department of Commerce as Economic Development District 1.

2. It is understood that the responsibilities of Board representatives include, but are not necessarily limited to:

- Attendance at four (4) quarterly meetings of the Board of Directors as scheduled and, as needed and feasible, such special meetings as may be called by the Board Chair. Generally, regular meetings are held within the NWNMCOG planning district, rotated county-to-county among Cibola, McKinley and San Juan Counties (one (1) of which is the annual meeting);

[NOTE: Per the NWNMCOG Articles of Agreement: "Should the representative and/or alternate miss three (3) consecutive meetings, the governing body of the respective member shall be asked to appoint another representative to the Board."]

- Voting on Board motions and resolutions;
- Serving on and meeting with such committees or task forces as appointed by the Chairman of the Board and/or as volunteered;
- Serving as Board officer as nominated and elected;
- Representing issues, needs and perspectives of the Member within the Council of Governments forum as applicable and appropriate;
- Staying up-to-date on NWNMCOG issues, primarily (a) as represented in the packet of informational materials prepared by staff for each Board agenda and (b) with respect to direct services performed for the Member;
- Communicating with and reporting to the governing body of the Member regarding NWNMCOG issues, priorities and activities; and
- Assisting in advocating for local and regional issues and projects throughout the year.

3. The governing body has also designated _____ and _____ as Board Alternates, whose responsibilities are to assume the duties and authorities of either Representative, including voting on Board motions and resolutions, in the absence of and as delegated by the Representative.

SIGNED: _____

DATE: _____

NAME: _____

TITLE: _____



10f.

New Business

Requisitions over
\$20,000


Fire Protection Equip-Laguna, Fence Lake
and San Rafael Fire Stations



Laguna Fire Station

Requisition Amount
\$27,078.28

REQUISITION ORDER

	DATE :		DEPARTMENT:		QUOTE OBTAINED BY:		
	April 29, 2020		Laguna Fire Protection		Patrick Leon		
			QUOTE #1		QUOTE #2		
	VENDOR NAME:		Artesia Fire Equipment				
	CONTACT NAME:		Glenda Perry				
		PHONE:		1-888-477-9055			
		FAX:					


NO.	DESCRIPTION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION
14	NAF-HT175X50REN-North American Fire	155.50	2,177.00		-		-
	Hose HT-600 1-3/4" X 50 Ft. Nitrile Fire		-		-		-
	Hose CPLD 1.5" M X F NH. Color: Red		-		-		-
14	NAF-HT175X50YEN-North American Fire	155.50	2,177.00		-		-
	Hose HT-600 1-3/4" X 50 Ft. Nitrile Fire		-		-		-
	Hose CPLD 1.5" M X F NH. Color: Yellow		-		-		-
4	AK-2325 Akron In-line Foam Eductor. 95 gpm	760.00	3,040.00		-		-
	1.5" NST		-		-		-
12	NAF-HT25X50REN-North American Fire	215.00	2,580.00		-		-
	Hose 2-1/2" X 50 Ft. Nitrile Fire Hose, 300		-		-		-
	PSI Service Test. CPLD 2-1/2" M X F NH		-		-		-
	Color: Red		-		-		-
4	AK-2393-Akron Axial Playpipe with Stacked	1030.00	4,120.00		-		-
	Tips and 2-1/2" base		-		-		-
7	AK-1723 Akron 2.5" TurboJet Nozzle with	870.00	6,090.00		-		-
	Pistol grip 95-125-150-200 GPM		-		-		-
6	AK-1720 Akron 1.5" TurboJet Nozzle with	765.00	4,590.00		-		-
	Pistol Grip, 30-65-95-120 GPM		-		-		-
2	FF-15251 Flamefighter 5.25" Assembled	55.50	111.00		-		-
	Walkaway Brkt., For 4500 PSI, 30 Minute		-		-		-
	Bottles		-		-		-
2	SC-804721-01 Scott 4500 PSI 30 Minute	875.00	1,750.00		-		-
	Carbon Cylinder with Valve		-		-		-
3	FO-SC12X18-Fol-Da-Tank Salvage Cover,	147.75	443.25		-		-
	12' X 18', 10 O. vinyl, Color : red		-		-		-

SUBTOTAL FOR SELECTED ITEMS		27,078.25		-		-
TOTAL LABOR/ SERVICE COSTS		-		-		-
TOTAL GROSS RECEIPTS TAX		-		-		-
TOTAL SHIPPING/ FREIGHT COSTS		-		-		-
GRAND TOTAL		27,078.25		-		-

VENDOR	Artesia Fire	REASON SELECTED	CONTRACT		←
ADDRESS	7011 Huseman Pl SW Albuquerque, NM 87121	CONTRACT/BID/RFP #	SHR000020506		
PURCHASING AGENT ENDORSEMENT	CERTIFICATION With my signature, I hereby certify that all goods/services requested are necessary to properly conduct the operations of this department, and that all procurement has been conducted according to purchasing policies approved by the Cibola County Board of Commissioners.	ESTIMATED DELIVERY			
		PURCHASE ORDER #			
		FUND NAME & LINE ITEM #	AMOUNT		
		419-018-430-00082			
			Page 1		
		FIRE CHIEF SIGNATURE	EMERGENCY MANAGEMENT	FINANCE SIGNATURE	


PLEASE REMEMBER ANY REQUISITIONS OVER \$500.00 NOW REQUIRE 3 HARD QUOTES. ANY REQUISITION \$10,000.00 OR MORE WILL NEED TO GO ON THE AGENDA FOR COMMISSION APPROVAL. IF USING STATE CONTRACT PLEASE LIST CONTRACT # ABOVE AS WELL AS THE FIRST 4 PAGES OF THE STATE CONTRACT, OTHERWISE IT WILL BE SENT BACK

REQUISITION ORDER

	DATE :		DEPARTMENT:		QUOTE OBTAINED BY:		
	April 29, 2020		Laguna Fire Protection		Patrick Leon		
	QUOTE #1		QUOTE #2		QUOTE #3		
	VENDOR NAME: Artesia Fire Equipment						
	CONTACT NAME: Glenda Perry						
PHONE: 1-888-477-9055							
FAX:							
NO.	DESCRIPTION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION
1	Balance Forward from Page 1	27078.25	27,078.25		-		-
1	AK-588 Akron Hose Clamp w/Mounting Bracket	540.00	540.00		-		-
5	CSS-HGV25 C & S Supply 2.5 F X M NH Hydrant Gate Valve	240.00	1,200.00		-		-
5	BSL-9200-1 Boston Leather 2-1/2" Leather Hose Jacket	62.50	312.50		-		-
6	CSS-WV2515 C&S Supply 2.5 F NH X (2) 1.5" M NH Gated Wye	239.00	1,434.00		-		-
5	RH 36-25X25 RedHead 2.5" M NH X 2.5" M NH Double Male Rigid Rocker Lug Adapter	27.75	138.75		-		-
6	RH 36-15X15 RedHead 1.5" M NH X 1.5" M NH Double Male Adapter	21.50	129.00		-		-
1	AM-240 Amerex 2.5 Gallon Water type Fire Extinguisher (EMPTY)	114.00	114.00		-		-
1	AM-810 Amerex, HD Vehicle Bracket, #20 fire ext	44.00	44.00		-		-
5	RH-35 15X15 RedHead 1.5" F NH X 1.5 F NH Double Female Adapter	32.75	163.75		-		-
5	RH-35 25X25 RedHead 2.5" F NH X 2.5" F NH Double Female Swivel, RockerLug, Adapter	37.75	188.75		-		-
3	CO-C60FMS36-Council 6 Lb. Flathead Axe W/Marrying Slot and 36" Fiberglass Handle	52.00	156.00		-		-
			-		-		-
			-		-		-
SUBTOTAL FOR SELECTED ITEMS			31,499.00		-		-
TOTAL LABOR/ SERVICE COSTS			-		-		-
TOTAL GROSS RECEIPTS TAX			-		-		-
TOTAL SHIPPING/ FREIGHT COSTS			-		-		-
GRAND TOTAL			31,499.00		-		-
VENDOR	Artesia Fire	REASON SELECTED		STATE CONTRACT		←	
		CONTRACT/BID/RFP #		SHR000020506			
ADDRESS	7011 Huseman Pl SW Albuquerque, NM 87121	ESTIMATED DELIVERY					
		PURCHASE ORDER #					
PURCHASING AGENT ENDORSEMENT	CERTIFICATION	If all three signatures are not obtained the purchase cannot move forward FIRE CHIEF SIGNATURE		FUND NAME & LINE ITEM #	AMOUNT		
	With my signature, I hereby certify that all goods/services requested are necessary to properly conduct the operations of this department, and that all procurement has been conducted according to purchasing policies approved by the Cibola County Board of Commissioners.			419-018-430-00082	31,499.00		
					Page 2		
		EMERGENCY MANAGEMENT		FINANCE SIGNATURE			

PLEASE REMEMBER ANY REQUISITIONS OVER \$500.00 NOW REQUIRE 3 HARD QUOTES. ANY REQUISITION \$10,000.00 OR MORE WILL NEED TO GO ON THE AGENDA FOR COMMISSION APPROVAL. IF USING STATE CONTRACT PLEASE LIST CONTRACT # ABOVE AS WELL AS THE FIRST 4 PAGES OF THE STATE CONTRACT, OTHERWISE IT WILL BE SENT BACK

REQUISITION ORDER

	DATE :		DEPARTMENT:		QUOTE OBTAINED BY:	
	April 29, 2020		Laguna Fire Protection		Patrick Leon	
			QUOTE #1		QUOTE #2	
	VENDOR NAME:		Artesia Fire Equipment			
	CONTACT NAME:		Glenda Perry			
		PHONE:		1-888-477-9055		
		FAX:				

NO.	DESCRIPTION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION
1	Balance Forward from Page 2	31499.00	31,499.00		-		-
3	PE-9490 Pelican Remote Area Lighting	925.00	2,775.00		-		-
	System W/Up to 6000 Lumens & 24 Hrs. Run		-		-		-
	Time, Intelligent Control, W/Various Light		-		-		-
	Output Levels, LED Array, Full time Battery		-		-		-
	Level Indication W/Low Level Flashing		-		-		-
	Indicator, Deployable 6' Mast W/340 Degree		-		-		-
	Rotation, Multiple Deployment Positions,		-		-		-
	Shoulder Strap, and Free Bluetooth iPhone		-		-		-
	App to Control Multiple Units, Color Yellow		-		-		-
4	HAI-BT 27 Harris Industries 4 Mil. Barricade	18.00	72.00		-		-
	Tape 3" X 1000 Ft, Black Lettering on Yellow		-		-		-
	Background (Fireline Do Not Cross)		-		-		-
3	NU-13-120 Nupla RM2 Rubber Mallet	22.50	67.50		-		-
1	SV-718G4H Super Vac 18" Gas Powered	2765.00	2,765.00		-		-
	Positive Pressure Ventilation Fan with		-		-		-
	6.5 HP Honda GX Engine		-		-		-
1	PA-22-000600 30" Paratech Hooligan Tool	210.80	210.80		-		-
3	NU-36551 NUPLA 5 ft Roof/Vent Rubbish	88.50	265.50		-		-
	Hook with D-Grip Handle. HD Classic Round		-		-		-
4	SC-200954-02 Scott RIT PAK III, 4500 Psi,	2825.00	11,300.00		-		-
	Carrying Bag W/Shoulder Strap, 6' EBSS Hose		-		-		-
	5' RIC Hose, Facepiece, and Ez-Flo Regulator		-		-		-
	(less cylinder)		-		-		-
			-		-		-
SUBTOTAL FOR SELECTED ITEMS			48,954.80		-		-
TOTAL LABOR/ SERVICE COSTS			-		-		-
TOTAL GROSS RECEIPTS TAX			-		-		-
TOTAL SHIPPING/ FREIGHT COSTS			-		-		-
GRAND TOTAL			48,954.80		-		-

VENDOR	Artesia Fire	REASON SELECTED	STATE CONTRACT	←
ADDRESS	7011 Huseman Pl SW Albuquerque, NM 87121	CONTRACT/BID/RFP #	SHR000020506	
PURCHASING AGENT ENDORSEMENT	CERTIFICATION	ESTIMATED DELIVERY	PURCHASE ORDER #	
<p>With my signature, I hereby certify that all goods/services requested are necessary to properly conduct the operations of this department, and that all procurement has been conducted according to purchasing policies approved by the Cibola County Board of Commissioners.</p>	<p>If all three signatures are not obtained the purchase cannot move forward</p>	FUND NAME & LINE ITEM #	AMOUNT	
		419-018-430-00082	48,954.80	
		Page 3		
		FIRE CHIEF SIGNATURE	EMERGENCY MANAGEMENT	FINANCE SIGNATURE

PLEASE REMEMBER ANY REQUISITIONS OVER \$500.00 NOW REQUIRE 3 HARD QUOTES. ANY REQUISITION \$10,000.00 OR MORE WILL NEED TO GO ON THE AGENDA FOR COMMISSION APPROVAL. IF USING STATE CONTRACT PLEASE LIST CONTRACT # ABOVE AS WELL AS THE FIRST 4 PAGES OF THE STATE CONTRACT, OTHERWISE IT WILL BE SENT BACK

PLEASE REMEMBER ANY REQUISITIONS OVER \$500.00 NOW REQUIRE 3 HARD QUOTES. ANY REQUISITION \$10,000.00 OR MORE WILL NEED TO GO ON THE AGENDA FOR COMMISSION APPROVAL. IF USING STATE CONTRACT PLEASE LIST CONTRACT # ABOVE AS WELL AS THE FIRST 4 PAGES OF THE STATE CONTRACT, OTHERWISE IT WILL BE SENT BACK

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

Quotation

DATE	Quote NO.
4/29/2020	24469REV2

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

SHIPPING ADDRESS
LAGUNA FIRE DEPARTMENT CHIEF JOHN GARCIA jgarcia@pol-nsn.gov (505) 552-1951

PRICES MAY CHANGE AFTER: 5/29/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS
PAT LEON		LAGUNA FD	JF	DESTINATION	Net 30
ITEM	DESCRIPTION	QTY	EACH	Availability	TOTAL
NAF-HT175X50REN	NAF-HT175X50REN - NORTH AMERICAN FIRE HOSE HT-600 1-3/4" X 50 FT. NITRILE FIRE HOSE CPLD 1.5" M X F NH. COLOR: RED	14	155.50		2,177.00
NAF-HT175X50YEN	NAF-HT175X50YEN NORTH AMERICAN FIRE HOSE HT-600 1-3/4" X 50 FT. NITRILE FIRE HOSE CPLD 1.5" M X F NH. COLOR: YELLOW	14	155.50		2,177.00
AK-2325	AK-2325 Akron In-line Foam Eductor, 95 gpm, 1.5" NST	4	760.00		3,040.00
NAF-HT25X50REN	NAF-HT25X50REN - NORTH AMERICAN FIRE HOSE 2-1/2" X 50 FT. NITRILE FIRE HOSE, 300 PSI SERVICE TEST, CPLD. 2-1/2" M X F NH. COLOR: RED	12	215.00		2,580.00
AK-2393	AK-2393 - AKRON AXIAL PLAYPIPE WITH STACKED TIPS AND 2-1/2" BASE.	4	1,030.00		4,120.00
AK-1723	AK-1723 AKRON 2.5" TURBOJET NOZZLE WITH PISTOL GRIP 95-125-150-200 GPM	7	870.00		6,090.00
AK-1720	AK-1720 - AKRON 1.5" TURBOJET NOZZLE WITH PISTOL GRIP, 30-60-95-120 GPM	6	765.00		4,590.00
FF-15251	FF-15251 FLAMEFIGHTER 5.25" ASSEMBLED WALKAWAY BRKT., FOR 4500PSI, 30 MIN BOTTLES	2	55.50		111.00
SC-804721-01	SC-804721-01 SCOTT 4500 PSI, 30 MINUTE CARBON CYLINDER WITH VALVE	2	875.00		1,750.00
FO-SC12x18	FO-SC12X18 - FOL-DA-TANK SALVAGE COVER, 12' x 18', 10 OZ. VINYL. COLOR:	3	147.75		443.25
				TOTAL	

SIGNATURE

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Quotation

DATE	Quote NO.
4/29/2020	24469REV2

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

SHIPPING ADDRESS
LAGUNA FIRE DEPARTMENT CHIEF JOHN GARCIA jgarcia@pol-nsn.gov (505) 552-1951

PRICES MAY CHANGE AFTER: 5/29/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
PAT LEON		LAGUNA FD	JF	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
AK-588	AK-588 - AKRON HOSE CLAMP W/MOUNTING BRACKET		1	540.00		540.00
CSS-HGV25	CSS-HGV25 - C & S SUPPLY 2.5" F X M NH HYDRANT GATE VALVE		5	240.00		1,200.00
BSL-9200-1	BSL-9200-1 - BOSTON LEATHER 2-1/2" LEATHER HOSE JACKET		5	62.50		312.50
CSS-WV2515	CSS-WV2515 - C & S SUPPLY 2.5" F NH X (2) 1.5" M NH GATED WYE		6	239.00		1,434.00
RH-36-25X25	RH-36-25X25 - RED HEAD 2.5" M NH X 2.5" M NH DOUBLE MALE RIGID ROCKERLUG ADAPTER		5	27.75		138.75
RH-36-15X15	RH-36-15X15 - RED HEAD 1.5" M NH X 1.5" M NH DOUBLE MALE ADAPTER		6	21.50		129.00
AM-240	AM-240 - Amerex 2.5 Gallon Water type Fire Extinguisher (EMPTY)		1	114.00		114.00
AM-810	AM-810 Amerex HD Vehicle Bracket, 20# fire ext		1	44.00		44.00
RH-35-15X15	RH-35-15X15 - RED HEAD 1.5" F NH X 1.5" F NH DOUBLE FEMALE ADAPTER		5	32.75		163.75
RH-35-25X25	RH-35-25X25 - RED HEAD 2.5" F NH X 2.5" F NH DOUBLE FEMALE SWIVEL ROCKERLUG ADAPTER		5	37.75		188.75
CO-C60F360FMS36	CO-C60FMS36 - COUNCIL 6 LB. FLATHEAD AXE W/MARRYING SLOT AND 36" FIBERGLASS HANDLE		3	52.00		156.00
				TOTAL		

SIGNATURE

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

Quotation

DATE	Quote NO.
4/29/2020	24469REV2

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

SHIPPING ADDRESS
LAGUNA FIRE DEPARTMENT CHIEF JOHN GARCIA jgarcia@pol-nsn.gov (505) 552-1951

PRICES MAY CHANGE AFTER: 5/29/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS
PAT LEON		LAGUNA FD	JF	DESTINATION	Net 30
ITEM	DESCRIPTION	QTY	EACH	Availability	TOTAL
PE-9490	PE-9490 - PELICAN REMOTE AREA LIGHTING SYSTEM W/UP TO 6,000 LUMENS & 24 HRS. RUN TIME, INTELLIGENT CONTROL W/VARIOUS LIGHT OUTPUT LEVELS, LED ARRAY, FULL TIME BATTERY LEVEL INDICATION W/LOW LEVEL FLASHING INDICATOR, DEPLOYABLE 6' MAST W/340 DEGREE ROTATION, MULTIPLE DEPLOYMENT POSITIONS, SHOULDER STRAP, AND FREE BLUETOOTH iPHONE APP TO CONTROL MULTIPLE UNITS	3	925.00		2,775.00
HAI-BT-27	COLORS AVAILABLE: BLACK OR YELLOW HAI-BT-27 HARRIS INDUSTRIES 4 MIL. BARRICADE TAPE 3" X 1000 FT. BLACK LETTERING ON YELLOW BACKGROUND (FIRE LINE DO NOT CROSS)	4	18.00		72.00
NU-13-120	NU-13-120 - NUPLA RM2 RUBBER Mallet	3	22.50		67.50
SV-718G4-H	SV-718G4H - SUPER VAC 18" GAS POWERED POSITIVE PRESSURE VENTILATION FAN WITH 6.5 HP HONDA GX ENGINE	1	2,765.00		2,765.00
PA-22-000600	PA-22-000600 30" - PARATECH HOOLIGAN TOOL	1	210.80		210.80
NU-36551	NU-36551 - NUPLA 5 FT ROOF/VENT RUBBISH HOOK WITH D-GRIP HANDLE. HD CLASSIC ROUND	3	88.50		265.50
			TOTAL		

SIGNATURE

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

Quotation

DATE	Quote NO.
4/29/2020	24469REV2

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

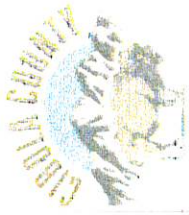
SHIPPING ADDRESS
LAGUNA FIRE DEPARTMENT CHIEF JOHN GARCIA jgarcia@pol-nsn.gov (505) 552-1951

PRICES MAY CHANGE AFTER: 5/29/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
PAT LEON		LAGUNA FD	JF	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
SC-200954-02	SC-200954-02 - SCOTT RIT PAK III, 4500 PSI, CARRYING BAG W/SHOULDER STRAP, 6' EBSS HOSE, 5' RIC HOSE, FACEPIECE, AND EZ-FLO REGULATOR (LESS CYLINDER)		4	2,825.00		11,300.00
AK-3444	AK-3444 AKRON MERCURY MONITOR QUICK ATTACK LE MONITOR, 500 GPM, WITH MOUNTING BRACKET AND STYLE 4446 NOZZLE ITEMS MAY BE PURCHASED UTILIZING THE ALBUQUERQUE FIRE EQUIPMENT CONTRACT NO. SHR000020506		4	2,345.00		9,380.00
				</		

NM In-State 5% Preference -
Resident Business # L1672939312

SIGNATURE _____



Cibola County, NM

My Detail vs Budget Report

Account Summary

Date Range: 07/01/2019 - 05/06/2020

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
419 - LAGUNA VFD								
Expense								
419-018-430-00011	Vehicle Expense	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
419-018-430-00012	EQUIP MAINT & REPAIR	0.00	27,038.00	0.00	19,437.45	19,437.45	7,600.55	28.11 %
419-018-430-00028	Capital Outlay	0.00	211,000.00	0.00	0.00	0.00	211,000.00	100.00 %
419-018-430-00098	Training & Staff Development	0.00	4,000.00	0.00	3,335.84	3,335.84	664.16	16.60 %
	Expense Totals:	0.00	245,038.00	0.00	22,773.29	22,773.29	222,264.71	90.71 %
	419 - LAGUNA VFD Totals:	0.00	245,038.00	0.00	22,773.29	22,773.29	222,264.71	90.71 %
	Report Total:	0.00	245,038.00	0.00	22,773.29	22,773.29	222,264.71	90.71 %

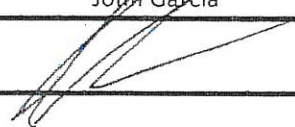
Budget Adjustment Request

Cibola County, New Mexico

(Subject to Review)

Request Date: 5/6/2020

For Fiscal Year: 2019-2020 (FY20)

Department or Program: <u>Laguna Fire Protection</u>		
<input type="radio"/> Internal Budget Adjustment <input checked="" type="radio"/> Budget Increase		
<i>Source of Funds (Revenue, Transfers, Special Items)</i>		
Account Number	Description	Decrease
419-018-430-00028	Capital Outlay	\$ 59,000.00
419-018-430-00011	Vehicle Expense	\$ 3,000.00
419-018-430-00012	Equip Maint & Repair	\$ 7,600.00
419-018-430-00098	Training	\$ 664.00
	Total	\$ 70,264.00
<i>Uses of Funds (Expenditures, Other Financing Uses, etc.)</i>		
Account Number	Description	Increase
419-018-430-00082	Safety Equipment	\$ 70,264.00
	Total	\$ 70,264.00
Reason for adjustment(s) (Required):		
Purchase of ISO Required Equipment for all Apparatus		
Requestor's Name: <u>John Garcia</u>	Date: <u>5/6/2020</u>	
Department Head's Approval: 	Date: <u>5-6-2020</u>	

Finance Director's Approval: 

Date: 5/10/20

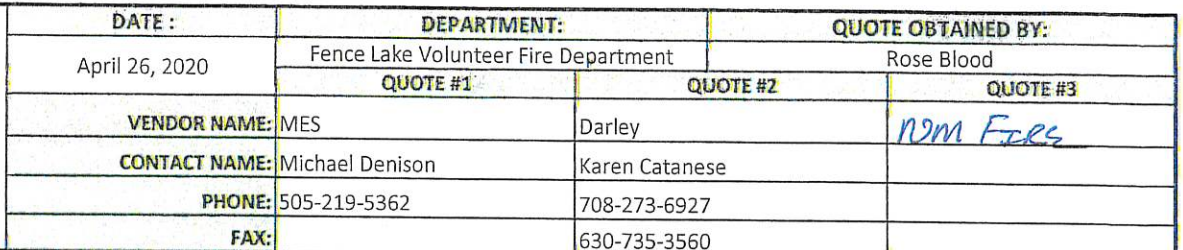
County Manager's Approval: _____

Date: _____



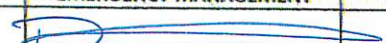


Fence Lake Fire Station

Requisition Amount
\$41,080



SUBTOTAL FOR SELECTED ITEMS	41,063.00	41,080.00	-
TOTAL LABOR/ SERVICE COSTS	-	-	-
TOTAL GROSS RECEIPTS TAX	-	-	-
TOTAL SHIPPING/ FREIGHT COSTS	-	-	-
GRAND TOTAL	41,063.00	41,080.00	-

VENDOR	MES	REASON SELECTED		
ADDRESS	2330 West University Dr Tempe, AZ 85281	CONTRACT/BID/RFP #		
PURCHASING AGENT	CERTIFICATION	ESTIMATED DELIVERY		
ENDORSEMENT	With my signature, I hereby certify that all goods/services requested are necessary to properly conduct the operations of this department, and that all procurement has been conducted according to purchasing policies approved by the Cibola County Board of Commissioners.	PURCHASE ORDER #		
		<div style="background-color: red; color: white; text-align: center; padding: 5px;"> If all three signatures are not obtained the purchase cannot move forward </div>	FUND NAME & LINE ITEM #	AMOUNT
			416-018-428-00082	\$ 41,063.00
		FIRE CHIEF SIGNATURE	EMERGENCY MANAGEMENT	FINANCE SIGNATURE
				

PLEASE REMEMBER ANY REQUISITIONS OVER \$500.00 NOW REQUIRE 3 HARD QUOTES. ANY REQUISITION \$10,000.00 OR MORE WILL NEED TO GO ON THE AGENDA FOR COMMISSION APPROVAL. IF USING STATE CONTRACT PLEASE LIST CONTRACT # ABOVE AS WELL AS THE FIRST 4 PAGES OF THE STATE CONTRACT, OTHERWISE IT WILL BE SENT BACK

FIRE CHIEF SIGNATURE	EMERGENCY MANAGEMENT
<i>Ron B. [Signature]</i>	<i>[Signature]</i>



2330 West University Drive
Unit #10
Tempe, AZ 85281

Quote

Date 03/26/2020
Quote # QT1255962
Expires 04/26/2020
Sales Rep Denison, Michael
PO #
Shipping Method FedEx Ground

Bill To
Dustin Middleton
Cibola County
700 East Roosevelt Suit 50
Grants NM 87020

Ship To
Dustin Middleton
Cibola County
700 East Roosevelt Suit 50
Grants NM 87020

TECGEN71-Exclusive-Coat	Exclusive TecGen 71 Coat	11	1,395.00	15,345.00
TECGEN71-Exclusive-Pant	Exclusive TecGen 71 Pant	11	1,025.00	11,275.00
H41PSNBFHOS	H41 INTERCEPTOR NANO FLEX HOOD - ONE SIZE FITS ALL	11	125.00	1,375.00
TECGEN51-Rescue 80-Coat	Custom Fire-Dex TECGEN51 Rescue80 Coat	11	175.00	1,925.00
TECGEN51-Rescue 80-Pant	Custom Fire-Dex TECGEN51 Rescue80 Pant	11	175.00	1,925.00
BULLARD Helmets BYB90257	BYB90257 BULLARD Helmets Modern White Black Yellow or Red with Light and Retrak Visor	11	370.00	4,070.00
FDXLM80-10-Med	MES/FDX LEATHER BOOT - SERIES 80 - 10 Med	11	330.00	3,630.00
G2LLG-Large	Dex-Pro™ 3D Leather Glove - Gauntlet	11	85.00	935.00
Custom Sewn Fronts 6in	6" leather front w/ sewn or recessed letters - ref MES QUOTE 180164	11	53.00	583.00

All pricing meets or exceeds all listed discounts as per current NPP GPO Contract #0000168.
Cibola Co. - Fence Lake - All TecGen Priced at interceptor package pricing. Price is only valid on a 1 for 1 Price.

Subtotal 41,063.00
Shipping Cost (FedEx Ground) 0.00
Total \$41,063.00

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1255962



W.S. DARLEY & CO.
W.S. DARLEY & CO.

325 SPRING LAKE DR • ITASCA, IL 60143-2072
Toll Free: 800-323-0244 • Phone: 630-735-3500 • FAX: 630-735-3560
FEIN 36-0976610 DUNS 005094842 CAGE 15852

Quotation

ORIGINAL
4/23/2020
24881 SQ
40073757

Date:
Quote #:
Customer #:

Sold To:

FENCE LAKE VOL. FIRE DEPARTMENT
P.O. BOX 764
FENCE LAKE NM 87315
United States

Ship To:

FENCE LAKE VOL. FIRE DEPARTMENT
2138 HWY 36
FANCE LAKE NM 87315
United States

Terms	Reference	Salesperson	Ship Via	Valid Thru
Net 15 Days	QUOTE	KAREN CATANESE	.	5/22/2020

Line #	Part No	Description	Qty	UOM	Unit Price	Ext Price
1.000	TMP-EQP	TECGEN71, CUSTOM COAT Enter Vendor Part #	11	EA	\$1,433.00	\$15,763.00
2.000	TMP-EQP	TECGEN71, CUSTOM PANT Enter Vendor Part #	11	EA	\$1,017.00	\$11,187.00
3.000	TMP-EQP	INTERCEPTOR PACKAGE Enter Vendor Part #	11	EA	\$555.00	\$6,105.00

THIS PACKAGE INCLUDES:

THE NEW TECGEN 51 FATIGUES, DELUXE, COAT, PANT AND H41 INTERCEPTOR HOOD

COAT INCLUDES LETTERING (SEE THE ATTACHED SPEC)

PANTS DO NOT INCLUDE SUSPENDERS, THESE CAN BE ADDED AT ANYTIME FOR AN ADDITIONAL FEE.

4.000	BK091Y	HELMET, Y W/F-SHIELD & TRAKLITE	11	EA	\$274.00	\$3,014.00
5.000	BP212M105	BOOTS, 10.5-M RED LEATHER STRUCTURAL	10	PR	\$312.00	\$3,120.00
6.000	BN405M9	BOOTS, (9)M NIGHTHAWK™ 14" STRUCTURAL LIQ. SPLASH BUNKER	1	PR	\$383.00	\$383.00
7.000	BP178L	GLOVES, LG X2 WRISTLET	11	PR	\$78.00	\$858.00
8.000	FREIGHT	FREIGHT CHARGES		EA	\$650.00	\$650.00

Quote Amount: \$41,080.00
Tax: \$0.00
Quote Total: \$41,080.00



W.S. DARLEY & CO.
W.S.DARLEY & CO.

325 SPRING LAKE DR • ITASCA, IL 60143-2072

Toll Free: 800-323-0244 • Phone: 630-735-3500 • FAX: 630-735-3560
FEIN 36-0976610 DUNS 005094842 CAGE 15852

Quotation

ORIGINAL

Date:

4/23/2020

Quote #:

24881 SQ

Customer #:

40073757

Sold To:

FENCE LAKE VOL. FIRE DEPARTMENT
P.O. BOX 764
FENCE LAKE NM 87315
United States

Ship To:

FENCE LAKE VOL. FIRE DEPARTMENT
2138 HWY 36
FANCE LAKE NM 87315
United States

Terms	Reference	Salesperson	Ship Via	Valid Thru
Net 15 Days	QUOTE	KAREN CATANESE	.	5/22/2020



Rose Blood <flvfdchiefblood@gmail.com>

Fence Lake bunker gear quote

Scott Lelesch <nmfire@nmfire.net>

Wed, Mar 25, 2020 at 6:05 PM

To: Rose Blood <flvfdchiefblood@gmail.com>

Cc: Crystal Lelesch <crystal@nmfire.net>, Eugene Lelesch <scott@nmfire.net>

I will get to work on it. I will have it to you by end of day Monday.

[Quoted text hidden]



Rose Blood <flvfdchiefblood@gmail.com>

Fence Lake bunker gear quote

Scott Lelesch <nmfire@nmfire.net>

Thu, Apr 2, 2020 at 5:31 PM

To: Rose Blood <flvfdchiefblood@gmail.com>

Cc: Crystal Lelesch <crystal@nmfire.net>, Eugene Lelesch <scott@nmfire.net>

I am still working on this I am trying to get you the best pricing I can.

[Quoted text hidden]



Rose Blood <flvfdchiefblood@gmail.com>

Fence Lake bunker gear quote

Rose Blood <flvfdchiefblood@gmail.com>

Wed, Mar 25, 2020 at 3:14 PM

To: Scott Lelesch <nmfire@nmfire.net>

Scott

Could I please have an updated quote for bunker gear. I would like the helmet with the retract shield and light built in. Also the gloves that were quoted before are they flexible the newer kind?

Rose

[Quoted text hidden]



Cibola County, NM

My Detail vs Budget Report

Account Summary

Date Range: 07/01/2019 - 05/04/2020

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
416 - FENCE LAKE VFD	SAFETY EQUIPMENT	0.00	42,000.00	0.00	0.00	0.00	42,000.00	100.00 %
Expense		0.00	42,000.00	0.00	0.00	0.00	42,000.00	100.00 %
416-018-428-00082		0.00	42,000.00	0.00	0.00	0.00	42,000.00	100.00 %
	Expense Totals:	0.00	42,000.00	0.00	0.00	0.00	42,000.00	100.00 %
	416 - FENCE LAKE VFD Totals:	0.00	42,000.00	0.00	0.00	0.00	42,000.00	100.00 %
	Report Total:	0.00	42,000.00	0.00	0.00	0.00	42,000.00	100.00 %

wself@co.cibola.nm.us

From: Paul Ludi <paul.ludi@co.cibola.nm.us>
Sent: Tuesday, May 5, 2020 2:40 PM
To: wself@co.cibola.nm.us
Cc: 'Dustin Middleton'; flvfdchiefblood@gmail.com
Subject: FW: Requisitions - Fire Marshal, Fence Lake VFD
Attachments: CCE_000420.pdf

Hi Wendy,

I apologize. I got the requisitions mixed up. Per our conversation we can approve both the Fire Marshal and Fence Lake's requisitions. Sorry for the mix up Dustin and Rose!

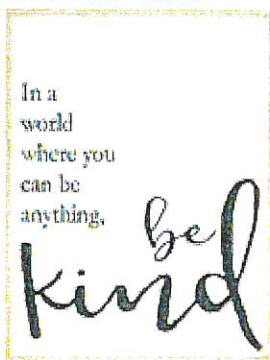
Paul Ludi, Finance Director
Cibola County
700 East Roosevelt Avenue, Suite 50
Grants, NM 87745
505.285.2516

From: wself@co.cibola.nm.us [mailto:wself@co.cibola.nm.us]
Sent: Monday, May 4, 2020 3:31 PM
To: 'Paul Ludi' <paul.ludi@co.cibola.nm.us>
Subject: Requisitions - Fire Marshal, Fence Lake VFD

Hi Paul,

I have attached 2 requisitions for your approval. Thank you 😊

Wendy Self
Cibola County Procurement Agent
505-285-2513





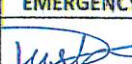
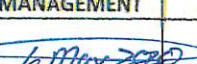




San Rafael Fire Station

Requisition Amount
\$79,335

REQUISITION ORDER

	DATE :		DEPARTMENT:		QUOTE OBTAINED BY:		
	May 1, 2020		San Rafael Vol. Fire Department		Chief Clarence Marez #901		
			QUOTE #1		QUOTE #2		
	VENDOR NAME: Artesia Fire Equipment						
	CONTACT NAME: Jessica						
PHONE: 888-477-9055							
FAX:							
NO.	DESCRIPTION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION
1	HU-272799000 Hurst edraulic S799E2	9950.00	9,950.00		-		-
	Cutter package		-		-		-
1	HU-271777000 Hurst edraulic SP777E2	10500.00	10,500.00		-		-
	Spreader package		-		-		-
1	HU-274087000 Hurst edraulic R422E2	7550.00	7,550.00		-		-
	Ram package		-		-		-
1	HU-273100000 Hurst strong arm Kit	6475.00	6,475.00		-		-
1	HU-272080910 Hurst edraulic 4 bank 12VDC	1550.00	1,550.00		-		-
	battery charger		-		-		-
4	HU- 272080411 Hurst 110 VDC charger	475.00	1,900.00		-		-
1	HU- 272085412 Hurst 110 VDC power supply	610.00	610.00		-		-
	adapter for rescue tools		-		-		-
1	HU- 81-67-20 Hurst KSV11 chain set for	740.00	740.00		-		-
	spreader		-		-		-
1	HU- 106R148 Hurst/Vetter rescue bag kit	5795.00	5,795.00		-		-
1	JYD-ZSTAB-K1 Junk yard dog zstrut stabilizing	8275.00	8,275.00		-		-
	combo kit#1		-		-		-
1	DAR-AF349 Ram jammers	200.00	200.00		-		-
2	TP-AutoxcribkitD Turtle plastics auto x crib	8800.00	17,600.00		-		-
	Kit D		-		-		-
2	DAR-BL624 telescope aluminum support	4095.00	8,190.00		-		-
	system support kit		-		-		-
	(combines BC028 & BL623)		-		-		-
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		-		-		-
	SEE ATTACHED QUOTE		-		-		-
SUBTOTAL FOR SELECTED ITEMS			79,335.00		-		-
TOTAL LABOR/ SERVICE COSTS			-		-		-
TOTAL GROSS RECEIPTS TAX					-		-
TOTAL SHIPPING/ FREIGHT COSTS					-		-
GRAND TOTAL			79,335.00		-		-
VENDOR	Artesia Fire equipment	REASON SELECTED		STATE CONTRACT			
ADDRESS	P.O. Box 1367/1014 S. First St. Artesia, N.M 88210	CONTRACT/BID/RFP #		SHR000020506			
PURCHASING AGENT	CERTIFICATION	ESTIMATED DELIVERY		PURCHASE ORDER #			
ENDORSEMENT	With my signature, I hereby certify that all goods/services requested are necessary to properly conduct the operations of this department, and that all procurement has been conducted according to purchasing policies approved by the Cibola County Board of Commissioners.	If all three signatures are not obtained the purchase cannot move forward		FUND NAME & LINE ITEM #		AMOUNT	
		FIRE CHIEF SIGNATURE		EMERGENCY MANAGEMENT		FINANCE SIGNATURE	
							

PLEASE REMEMBER ANY REQUISITIONS OVER \$500.00 NOW REQUIRE 3 HARD QUOTES. ANY REQUISITION \$10,000.00 OR MORE WILL NEED TO GO ON THE AGENDA FOR COMMISSION APPROVAL. IF USING STATE CONTRACT PLEASE LIST CONTRACT # ABOVE AS WELL AS THE FIRST 4 PAGES OF THE STATE CONTRACT. OTHERWISE IT WILL BE SENT BACK

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

Quotation

DATE	Quote NO.
4/28/2020	23498REV2

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

SHIPPING ADDRESS
SAN RAFAEL FIRE DEPARTMENT CHIEF CLARENCE MAREZ sanrafaelvfd@yahoo.com (505) 287-0152

PRICES MAY CHANGE AFTER: 5/28/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
CHIEF MAREZ		SAN RAFAEL FD	JF	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
HU-272799000	HU-272799000 HURST eDRAULIC S799E2 CUTTER. INCLUDES ONE 120VDC CHARGER AND TWO (2) EXL BATTERIES.		1	9,950.00		9,950.00
HU-271777000	HU-271777000 Hurst eDRAULIC SP777E2, 32" Spreader Package w/(2) EXL batteries and one charger.		1	10,500.00		10,500.00
HU-274087000	HU-274087000 eDraulic R422E2 Ram Package (includes R 422E2 Ram, charger, and 2 EXL batteries)		1	7,550.00		7,550.00
HU-273100000	HU-273100000 HURST STRONGARM KIT (FIRE SERVICE - BLUE) INCLUDES 2 BATTERIES, 1 CHARGER, 1 SET COMBINATION TIPS, 1 SET DOOR OPENER TIPS		1	6,475.00		6,475.00
HU-272080910	HU-272080910 HURST eDRAULIC 4 BANK 12VDC BATTERY CHARGER		1	1,550.00		1,550.00
HU-272080411	HU-272080411 HURST 110VDC CHARGER FOR eDRAULIC RESCUE TOOL		4	475.00		1,900.00
HU-272085412	HU-272085412 HURST 110V, 60HZ US PLUG, POWER SUPPLY ADAPTER PLUG FOR eDRAULIC 2.0 RESCUE TOOLS.		1	610.00		610.00
HU-81-67-20	HU-81-67-20 Hurst KSV11 Chain Set for Spreaders		1	740.00		740.00
				TOTAL		

SIGNATURE

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

Quotation

DATE	Quote NO.
4/28/2020	23498REV2

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

SHIPPING ADDRESS
SAN RAFAEL FIRE DEPARTMENT CHIEF CLARENCE MAREZ sanrafaelvfd@yahoo.com (505) 287-0152

PRICES MAY CHANGE AFTER: 5/28/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
CHIEF MAREZ		SAN RAFAEL FD	JF	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
HU-106R148	HU-106R148 HURST/VETTER RESCUE BAG KIT, 5 BAG, 174PSI. Consist of: 1-V10, 11.1 Ton Bag; 1-V12, 13.5 Ton Bag; 2-V20, 22.2 Ton Bag; 1-V33L, 36.7 Ton Bag; 2-Inflation Hoses, 16.4 ft; 1-yellow, 1-red; 1-Pressure Regulator, 2900/4350 psi; 1-Air Control Unit, Lighted.		1	5,795.00		5,795.00
MISC.	JYD-ZSTAB-K1 JUNK YARD DOG ZSTRUT STABILIZING COMBO KIT # 1 INCLUDES: (2) SMALL RESCUE STRUTS (2) LARGE RESCUE STRUTS (4) WITCHES HAT (POINTED HEADS) (4) 90 DEGREE HEADS (4) ACCESSORY POUCHES (4) PICKETS (4) SIMPSON RATCHET STRAPS W/ FLOATING J HOOKS (4) SIMPSON AXLE STRAPSW/ FLOATING J HOOKS		1	8,275.00		8,275.00
				TOTAL		

SIGNATURE

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

Quotation

DATE	Quote NO.
4/28/2020	23498REV2

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

SHIPPING ADDRESS
SAN RAFAEL FIRE DEPARTMENT CHIEF CLARENCE MAREZ sanrafaelvfd@yahoo.com (505) 287-0152

PRICES MAY CHANGE AFTER: 5/28/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
CHIEF MAREZ		SAN RAFAEL FD	JF	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
	(2) SIDEWINDER STANDARD KITS INCLUDES: (2) SIDEWINDERS (2) COMBINATION FLAT & POINTED HEAD (2) SPEEDY WRENCH (2) UNIVERSAL (2) CLEAT BASES (1) MILWAUKEE DRILL KIT # 2 INCLUDES: (1) M18 DRILL DRIVER (2) M18 LITHIUM ION BATTERY (1) M18 1/2" IMPACT WRENCH (1) 1/4" - 3/4" STEP DRILL BIT (1) 110V CHARGER (1) TOOL BAG					
				TOTAL		

SIGNATURE

Artesia Fire Equipment, Inc.

PO Box 1367
1014 S. First St.
Artesia, NM 88210

Phone# 800-748-2076 Art. / 888-477-9055 Alb.

Quotation

DATE	Quote NO.
4/28/2020	23498REV2

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 (505) 287-9431

SHIPPING ADDRESS
SAN RAFAEL FIRE DEPARTMENT CHIEF CLARENCE MAREZ sanrafaelvfd@yahoo.com (505) 287-0152

PRICES MAY CHANGE AFTER: 5/28/2020

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
CHIEF MAREZ		SAN RAFAEL FD	JF	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
DAR-AF349	DAR-AF349 RAM JAMMERS		1	200.00		200.00
MISC.	TP-AUTOXCRIBKITD TURTLE PLASTICS AUTO X CRIB KIT D		2	8,800.00		17,600.00
MISC.	DAR-BL624 TELESCOPE ALUMINUM SUPPORT SYSTEMS (TASS) SUPPORT KIT (COMBINES BC028 & BL623 KITS)		2	4,095.00		8,190.00
ITEMS MAY BE PURCHASED UTILIZING THE ALBUQUERQUE FIRE EQUIPMENT CONTRACT NO. SHR000020506						
QUOTE REVISED 10/16/2019 TO ADD 422-E2 RAM						
10/21/2019 QUOTE REVISED TO ADD HURST CHARGERS & AIRBAGS						
				TOTAL \$79,335.00		

NM In-State 5% Preference -
Resident Business # L1672939312

SIGNATURE _____

**City of Albuquerque
Procurement Contract**

ARTESIA FIRE EQUIPMENT, INC.
7011 HUSEMAN PL SW
ALBUQUERQUE, NM 87121

Supplier Contact:
Glenda Perry
505-877-9055
glenda@artesiafire.com

Supplier ID: 0000127075

Contract ID	SHR000020506
Contract Dates	02/21/2017 - 02/20/2021
Contract Reference	B2017000083
Contract Maximum	\$0.00
Contract Print Date	02/22/2019
Origin	FIRE and RESCUE
Page 1 of 9	

Description: Fire & Apparatus Equipment, Parts & Repair

ITEM #	ITEM DESCRIPTION	Category	QTY	UOM	UNIT PRICE
1	ADAPTER, 2.5 INCH DOUBLE FEMALE 35-25x25 Red Head	34072	-	EA	24.25
2	ADAPTER, 2.5 INCH DOUBLE MALE 36-25x25 Red Head	34072	-	EA	14.25
3	ADAPTER, 4.5 INCH FEMALE SWIVEL NH X 5 INCH ROCKER LUG STORZ LOC MODEL : HSFS50-NHLH Harrington	34072	-	EA	134.00
4	ADAPTER, 5 INCH STORZ X 4 INCH NH LONG HANDLE FEMALE 3- DEGREE MODEL KOSKE54	34072	-	EA	184.00
5	ADAPTER, 5 INCH STORZ X 2.2 1/2 INCH CLAPPERED FEMALE SIAMESE MODEL 1267 Akron	34072	-	EA	1,235.00
6	AXE, FLAT HEAD 8LB MODEL : FA8 Fire Hooks	34072	-	EA	89.50
7	BAR, CHAINSAW 16 INCH MODEL : TV-425-040 Tempest	34072	-	EA	165.75
8	BAG, HYDRANT TOOL KIT (WITHOUT TOOLS) MODEL : FB701 Artesia	34072	-	EA	104.00
9	BATTERY, FOR SL-45 STREAMLIGHT P/N: 45937 Streamlight	34072	-	EA	33.25
10	BELT, LADDER, (POMPIER) MODEL : 531-3 Gemtor	34072	-	EA	145.00
11	CAN, SAFETY GASOLINE 1 GAL. MODEL : 10301 Safeway	34072	-	EA	31.00
12	CAP. 2.5 INCH BRASS ROCKER LUG MODEL : HCC2808A8 South Park	34072	-	EA	25.00
13	CAP, 5 INCH STORZ BLING MODEL : HBC-50 Harrington	34072	-	EA	58.50
14	CHAIN, CHAINSAW (RAPTURE CARBIDE CHAIN) MODEL : TV415-001 Tempest	34072	-	EA	188.00
15	CHAINSAW, DEPTH GAUGE MODEL : KIS-40C Tempest	34072	-	EA	135.00
16	CHAINSAW, BAR AND GAUGE MODEL : TV425-020 Tempest	34072	-	EA	165.75
17	COMMUNICATION, HEAD SET, MODEL : H3442 David Clark	34072	-	EA	342.50
18	CUTTER BOLT, 30 IN. 1/2 INCH CAPACITY MODEL : 22-BCBC30R Hit Tools	34072	-	EA	91.50

Purchasing Office Signature:

B. J. M.

**City of Albuquerque
Procurement Contract**

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38	LADDER, 14 FOOT ALUMINUM ROOF MODEL : 575-C Duo Safety	34072	-	EA	460.00
39	LADDER, 14 FOOT ALUMINUM (FRESNO) MODEL 701-12 Duo Safety	34072	-	EA	425.00
40	LADDER, 16 FOOT ALUMINUM ROOF MODEL 875-A Duo Safety	34072	-	EA	358.00
41	LADDER, 20 FOOT ALUMINUM ROOF MODEL 875-A Duo Safety	34072	-	EA	445.00
42	LADDER, 24 FOOT ALUMINUM (EXTENSION) MODEL 900-A Duo Safety	34072	-	EA	620.00
43	LADDER, 35 FOOT ALUMINUM (LADDER TRUCKS ONLY) MODEL 1200-A Duo Safety	34072	-	EA	949.00
44	LAMP, LITEBOX (SL-45) P/N ST-45911 Streamlight	34072	-	EA	14.25
45	LITEBOX / W CHARGER (LED) PELICAN MODEL 9415L Pelican	34072	-	EA	272.75
46	LOCK PULLER (K-TOOL KIT) MODEL FHKTK Fire Hooks	34072	-	EA	124.50
47	MONITOR, GROUND BASE DUEL INLET 2.5 INCH MODEL B34210037 Akron	34072	-	EA	1,195.00
48	MONITOR, GROUND BASE, SINGLE 5 INCH STORZ MODEL GB 3419004 Akron	34072	-	EA	1,330.00
49	MONITOR, QUICK ATTACK MERCURY MONITOR; AKRON 2.5"; AK-3443 Akron	34072	-	EA	1,175.00
50	MONITOR, QUICK ATTACK MERCURY MONITOR; AKRON 2.5"; AK-3443 Akron	34072	-	EA	118.25
51	AKRON TRIPLE STACKED TIPS W/2.5" BASE; AK-2420 Akron	34072	-	EA	312.50
52	MOUNT GROUND BASE MODEL 3505 Akron	34072	-	EA	72.00
53	NOZZLE, 1.0 INCH, 10 TO 75 GPM MODEL SM-3FG Elkhart	34072	-	EA	598.00
54	NOZZLE, 1.5 SMOOTH BORE PISTOL GRIP MODEL: 2431 Akron	34072	-	EA	310.00
55	NOZZLE, 2.5 SMOOTH BORE (HIGPF) MODLE 1442 INCH Akron	34072	-	EA	510.00
56	NOZZLE 3.5 AKROMATIC 2000 (AFD PLATFORM LADDER ONLY) MODEL 5078 Akron	34072	-	EA	1,710.00
57	NOZZLE, CELLAR 3.5 INCH MODEL 5177 Akron	34072	-	EA	1,345.50
58	NOZZLE, CELLAR 2.5 INCH MODEL AK-535 Akron	34072	-	EA	479.00
59	NOZZLE, QUAD STACKED DELUGE TIPS MODEL : ST-194 Elkhart	34072	-	EA	398.00
60	NOZZLE TRIPLE STACK TIPS MODEL ST-195 Elkhart	34072	-	EA	264.00
61	NOZZLE, 3.5 STACK TIP MODEL : AK 3499 Akron	34072	-	EA	360.00

Purchasing Office Signature:

B. Jan M...

**City of Albuquerque
Procurement Contract**

ARTESIA FIRE EQUIPMENT INC
7011 HUSEMAN PL SW
ALBUQUERQUE NM 87121

Supplier Contact:
Glenda Perry
505-877-9055
glenda@artesiafire.com

Supplier ID: 0000127075

Contract ID	SHR000020506
Contract Dates	02/21/2017 - 02/20/2021
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Page 5 of 9	

85	SAW, 14" 94CC RESCUE SAW W/CHROME BLADE GUARD, READY START IGNITION, 5" MAX CUTTING DEPTH W/SLING, TM-K12FD94 Team	34072	-	EA	1,395.00
86	SAW, 16" VENTMASTER MODEL 576HD-16-DG, GUIDE BAR, RAPTOR CHAIN, DEPTH GAUGE, SPLASH GUARD, 5.7 HP; TMT-TV400-051 Tempest	34072	-	EA	1,795.00
87	SAW BLADE 14 IN. (MULTIPURPOSE) 30 TOOTH CARBIDE TIP MODEL CTB 14X30 Team	34072	-	EA	147.00
88	SAW BLADE 14 IN. DIAMOND BLADE PIRAYA 5400 RPM MODEL PIRA 14 Team	34072	-	EA	189.50
89	SALVAGE COVER, 12FT X 18FT MODEL GO-CVS 10-1218 Foldatank	34072	-	EA	97.00
90	SCBA MASK; SMALL; SC-201215-04-SCOTT AV-300 HT; FACEPIECE W/KEVLAR HEADNET AND W/RT SIDE COMMUNICATION BRACKET Scott	34072	-	EA	258.00
91	SCBA MASK; MEDIUM; SC-201215-05-SCOTT AV-300 HT; FACEPIECE W/KEVLAR HEADNET AND W/RT SIDE COMMUNICATION BRACKET Scott	34072	-	EA	258.00
92	SCBA MASK; LARGE; SC-201215-06-SCOTT AV-300 HT; FACEPIECE W/KEVLAR HEADNET AND W/RT SIDE COMMUNICATION BRACKET Scott	34072	-	EA	258.00
93	SPRINKLER STOP MODEL STYLE 1078 Akron	34072	-	EA	38.25
94	STRAP, MARRYING (FOR IRONS) MODEL MS-1 Fire Hooks	34072	-	EA	12.50
95	STREAM SHAPER 2.5 INCH MODEL 282A Akron	34072	-	EA	168.50
96	STREAM SHAPER 3.5 INCH MODEL AK3485 Akron	34072	-	EA	190.00
97	TAPE BARRICADE MODEL 3 INCH 1000 FOOT ROLL Harris	34072	-	EA	12.50
98	VALVE, PISTON INTAKE 6.0 INCH MODEL Akron	34072	-	EA	1,310.00
99	VALVE, BALL SIAMESE MODEL 2583 Akron	34072	-	EA	1,795.00
100	VALVE, BALL GATED WYE MODEL 2581 Akron	34072	-	EA	292.00
101	VALVE, GATED 2 1/2 MODEL 2285 Akron	34072	-	EA	440.00
102	VALVE, AKRON BRASS MODEL 1262, PYROLITE 2 1/2 CLAPPERED VALVE SIAMESE. 2 1/2" F X (2) 2 1/2" MALE. NH Akron	34072	-	EA	750.00
103	WRENCH SPANNER 2 1/2 USW7501A South Park	34072	-	EA	12.75
104	WRENCH SPANNER 5 INCH MODEL SW-2 Red Head	34072	-	EA	14.00
105	WRENCH SPANNER HOLDER WH-76-2 South Park	34072	-	EA	41.25
106	WRENCH HYDRANT ADJUSTABLE AHW7001X South Park	34072	-	EA	23.75

Purchasing Office Signature:

B. Jan M...

City of Albuquerque
Procurement Contract

ARTESIA FIRE EQUIPMENT INC
7011 HUSEMAN PL SW
ALBUQUERQUE NM 87121

Contract ID	SHR000020506
Contract Dates	02/21/2017 - 02/20/2021
Contract Reference	B2017000083
Contract Maximum	\$0.00
Contract Print Date	02/22/2019
Origin	FIR
Page 7 of 9	

Supplier Contact:
Glenda Perry
505-877-9055
glenda@artesiafire.com

Supplier ID: 0000127075

WWW.TFT.COM
WWW.STERLINGROPE.COM
WWW.TEAMEQUIPMENT.COM
WWW.FOL-DA-TANK.COM
WWW.SCOTTSAFETY.COM
WWW.HARRISIND.COM
WWW.CHEMGUARD.COM
WWW.AMEREX-FIRE.COM
WWW.MICRO-BLAZE.COM

Term: Two (2) years and may be extended for up to two (2) additional years by mutual agreement between CABQ and Supplier.

City Contact: Phil Pino
Phone: (505)-768-5314
Email: pcchino@cabq.gov

Amendment #1: Per RFD0006407 extend contract date to February 20, 2021. All conditions, provisions, specifications, and pricing structure of the referenced procurement shall be continued and shall remain in force during the extension period. (02/22/2019 KR)

Purchasing Office Signature:



CITY OF ALBUQUERQUE TERMS AND CONDITIONS

Direct all inquiries to: City of Albuquerque, Purchasing Division, P.O. Box 1293, Albuquerque, NM 87103 or call (505) 768-3320.

1. **Contract:** By commencing work, vendor accepts all Terms and Conditions herein and agrees that, to the extent vendor terms conflict, these Terms and Conditions shall govern. These Terms and Conditions and any non-conflicting vendor terms and conditions shall constitute the Contract.
2. **Invoicing:** Department name AND purchase order number MUST be on all invoices, packing slips, shipping notices, freight bills, and correspondence concerning the order. Send invoice original and duplicate to: Accounting, P.O. Box 1985, Albuquerque, NM 87103.
3. **Payment:** City's payment terms are net 30 days unless otherwise stated. City shall not pay late fees, finance fees, or collection fees. Any vendor that accepts payments by credit card on behalf of City must be Payment Card Industry Data Security Standard compliant.
4. **FOB Destination and Inspection:** The risk of loss, injury and destruction, and legal title to the goods remains with vendor until the goods reach the location of the City. All goods delivered are subject to inspection upon receipt by City. Department's count will be accepted by vendor as final and conclusive on all shipments not accompanied by a packing slip. All rejected goods shall remain the property of vendor and will be returned at vendor's expense.
5. **Taxes:** Vendor is responsible for determining whether taxes are applicable to the order and for payment of the tax. Applicable taxes are to be included in each invoice due and may not be billed more than sixty (60) days after providing the goods or services to which the taxes apply.
6. **Warranty:** Vendor warrants that the goods and services furnished shall (a) conform to the specifications; (b) be free from defects in materials and workmanship; (c) be suitable for the purpose intended; (d) be new and of most current production; (e) be free from security interests or liens; and (f) not infringe upon or violate any copyrights or patent rights.
7. **Insurance:** Vendor agrees to comply with its state's law pertaining to workers' compensation benefits for its employees. If vendor fails to comply with the applicable workers compensation law when required to do so, the Contract may be terminated by City. Vendor also agrees to procure and maintain the insurance in <https://www.cabq.gov/dfa/purchasing/vendor-services/general-instructions-terms-and-conditions> (Section 28) and any additional insurance coverage requested by City.
8. **Default:** City reserves the right to cancel all or any part of the Contract without cost to the City if vendor fails to meet the provisions of the Contract and, except as otherwise provided herein, to hold Vendor liable for any excess cost incurred by City due to vendor default.
9. **Force Majeure:** Neither Vendor nor City shall be liable for failure to perform its obligations under the Contract due to causes beyond the control and without the fault or negligence of either party. Such causes include, but are not restricted to, acts of God or the public enemy, acts of the State or federal government, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather and defaults of subcontractors due to any of the above, unless City shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit vendor to meet the required delivery scheduled. The rights and remedies of the City provided in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law or under the Contract.
10. **Termination for Lack of Appropriations:** Notwithstanding any provision in the Contract to the contrary, payments hereunder are contingent upon the Albuquerque City Council making the necessary appropriations. If sufficient appropriations are not made, the Contract may be terminated at the end of City's then current fiscal year upon written notice given by City to vendor. Such event shall not constitute an event of default and all payment obligations of City and all of its interest in the Contract will cease upon the date of termination. City's determination regarding appropriation shall be accepted by vendor and shall be final.
11. **Termination for Convenience:** City may terminate the Contract at any time by giving at least 30 days' written notice to the Vendor. In such event, vendor shall be paid under the terms of the Contract for all goods and/or services provided to and accepted by City, if ordered or accepted by City prior to the effective date of termination.
12. **Contract Changes:** In no case shall the Contract be changed without the prior written approval of City's Chief Procurement Officer.
13. **Assignment:** Neither the Contract, nor any interest therein, nor claim thereunder, shall be assigned or transferred by vendor, except as expressly authorized in writing by City's Chief Procurement Officer or designee. No such assignment or transfer shall relieve vendor from the obligations and liabilities under the Contract.
14. **City Furnished Property:** City furnished property shall be returned to City upon request in the same condition as received except for ordinary wear, tear, and modifications ordered hereunder.
15. **Indemnity:** Vendor agrees to defend, indemnify and hold harmless City from any and all claims, actions, suits or proceedings brought against City because of any injury or damage received or sustained by any person or property arising out of or resulting from the Contract or by reason of any asserted act or omission, neglect or misconduct of vendor or its agents or employees or any subcontractor or its agents or employees. This indemnity shall not be limited by reason of the specification of any particular insurance coverage in the Contract. City shall not indemnify vendor.
16. **Debarment, Suspension, Ineligibility and Exclusion Compliance:** Vendor certifies (a) that it has not been debarred, suspended or otherwise found ineligible to receive funds by any agency of the executive branch of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States; and (b) should any notice of debarment, suspension, ineligibility or exclusion be received by vendor, vendor will notify City immediately.
17. **Conflict of Interest:** No officer, agent or employee of City will participate in any decision relating to the Contract which affects that person's financial interest, the financial interest of his or her spouse or minor child or the financial interest of any business in which he or she has a direct or indirect financial interest.
18. **Interest of Contractor:** Vendor agrees that it presently does not have, and shall acquire no direct or indirect interest which conflicts in any manner or degree with the performance of the terms of the Contract. Vendor will not employ any person who has any such conflict of interest to assist Vendor in performing the services.
19. **No Collusion:** Vendor represents that it has entered into the Contract without collusion on the part of Vendor with any person or firm, without fraud and in good faith. Vendor also represents that no gratuities, in the form of entertainment, gifts or otherwise, were, or during the term of the Contract, will be offered or given by vendor or any agent or representative of vendor to any officer or employee of the City with a view towards securing the Contract or for securing more favorable treatment with respect to making any determinations with respect to performing the Contract.
20. **Audits and Inspections:** At any time during normal business hours and as often as City may deem necessary, there shall be made available to City for examination all of vendor's records with respect to all matters covered by the Contract. Vendor shall permit City to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by the Contract. Vendor understands and will comply with City's Accountability in Government Ordinance, §2-10-1 et seq. and Inspector General Ordinance, §2-17-1 et seq. R.O.A. 1994, and also agrees to provide requested information and records and appear as a witness in hearings for City's Board of Ethics and Campaign Practices pursuant to Article XII, Section 8 of the Albuquerque City Charter.
21. **Compliance With Ethics Provisions:** Vendor certifies that it has not, either directly or indirectly, entered into action in restraint of free competitive bidding and is in compliance with the Ethical Conduct provisions of City's Public Purchases Ordinance, 5-5-22 R.O.A. 1994.
22. **Non-discrimination:** In performing the Contract, vendor shall comply with the Federal Civil Rights Act of 1964 and Title VII of the Act and the Americans with Disabilities Act of 1990.
23. **Compliance With Laws:** In performing the Contract vendor shall comply with all applicable laws, ordinances and codes of the federal, state and local governments.
24. **Governing Law:** The Contract is governed by the laws of the State of New Mexico and the City of Albuquerque. The venue for actions arising out of the Contract is Bernalillo County, New Mexico.
25. **Federal Funding:** Procurements involving the expenditure of federal funds may be subject to mandatory applicable federal law and regulations.

Request Date: 5/1/2020

For Fiscal Year: 2019-2020 (FY20)

Department or Program: San Rafael Vol. Fire Department

☒ Internal Budget Adjustment ☐ Increase/Decrease Adjustment
(Put an "X" in the box relative to this adjustment)

Source of Funds (Revenue, Special Items)

Account Number	Description	Decrease
407-018-421-00082	Safety Equipment	\$ 7,950.00
407-018-421-00586	State Fire Marshal Grant	\$ 71,401.50
	Total	\$ 79,351.50

Uses of Funds (Expenditures, Transfers, Other Financing Uses, etc.)

Account Number	Description	Increase
407-018-421-00028	Capital Outlay	\$ 79,351.50
	Total	\$ 79,351.50

Reason for adjustment(s) (Required):

Moved Finances (\$71,401.50) from state fire marshal grant to Capital outlay due to price of equipment and moved finances (\$7,950.00) from Safety equipment to Capital outlay for matching funds for Fire marshal grant.

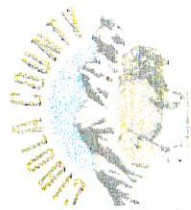
Requestor's Name: Clarence Marez / Clarence Marez #901Date: 5-1-2020Department Head's Approval: [Signature]Date: 6-May 2020

Finance Director's Approval: _____

Date: _____

County Manager's Approval: _____

Date: _____



Cibola County, NM

My Detail vs Budget Report

Account Summary

Date Range: 07/01/2019 - 05/06/2020

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
107 - SAN RAFAEL VFD								
Expense								
107-018-421-00025	UTILITIES	0.00	5,000.00	0.00	4,219.97	4,219.97	780.03	15.60 %
107-018-421-00082	SAFETY EQUIPMENT	0.00	31,067.00	0.00	6,331.22	6,331.22	24,735.78	79.62 %
107-018-421-00586	STATE FIRE MARSHAL GRANT	0.00	71,500.00	0.00	0.00	0.00	71,500.00	100.00 %
Expense Totals:		0.00	107,567.00	0.00	10,551.19	10,551.19	97,015.81	90.19 %
407 - SAN RAFAEL VFD Totals:		0.00	107,567.00	0.00	10,551.19	10,551.19	97,015.81	90.19 %
Report Total:		0.00	107,567.00	0.00	10,551.19	10,551.19	97,015.81	90.19 %

wself@co.cibola.nm.us

From: Paul Ludi <paul.ludi@co.cibola.nm.us>
Sent: Wednesday, May 6, 2020 4:25 PM
To: wself@co.cibola.nm.us
Subject: RE: Requisitions - San Rafael VFD, Fire Marshal, Treasurer

Hi Wendy,

I approve these requisitions except for the last one for broadband by the Treasurer's office. I agree with you on the last one that it should come from telecommunications. Have them fix the requisition and resubmit with new report.

Paul Ludi, Finance Director
Cibola County
700 East Roosevelt Avenue, Suite 50
Grants, NM 87745
505.285.2516

From: wself@co.cibola.nm.us [mailto:wself@co.cibola.nm.us]
Sent: Wednesday, May 6, 2020 3:29 PM
To: 'Paul Ludi' <paul.ludi@co.cibola.nm.us>
Subject: Requisitions - San Rafael VFD, Fire Marshal, Treasurer

Hello,

Here are some requisitions for your approval.

Wendy Self
Cibola County Procurement Agent
505-285-2513

