



# **CIBOLA COUNTY BOARD OF COMMISSIONERS**

Christine Lowery  
Chair

Ralph Lucero  
1<sup>st</sup> Vice Chair

Daniel Torrez  
2<sup>nd</sup> Vice Chair

Martha Garcia  
Commissioner

Robert Windhorst  
Commissioner

## **Regular Commission Meeting Thursday, March 28<sup>th</sup>, 2024 5:00 p.m. Cibola County Commission Chambers**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Prayer**
5. **Approval of Agenda**

6. **Public Comment**

The Public has the opportunity to provide comment on any subject during the public comment period. Speaker's comments will be limited to three minutes unless the Board of County Commissioners requests more information. The time limit is given in an effort to allow public input but also to move the agenda forward in a prompt yet efficient manner.

7. **Minutes**

- a. 02.22.2024 Regular Commission Meeting
- b. 03.18.2024 Emergency Commission Meeting

8. **Reports**

- a. Budget and Finance Report- Kate Fletcher-County Manager & Paul Ludi-Finance Director
- b. Dispatch-Mindy Cunningham-PSAP Manager

9. **Presentation**

- a. FY23 Audit-Beasley, Mitchell, and Company Certified Public Accountants

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

- a. Consideration of Resolution 2024-23 Approval and Acceptance of the FY 2022-23 Audit
- b. Consideration of Resolution 2024-22 Support of Cibola County Outdoor Recreation
- c. Consideration of Resolution 2024-17 FY24 Budget Adjustment #5
- d. Consideration of Resolution 2024-19 To Submit NMDOT Transportation Project Fund Application for County Road 1-Construction
- e. Consideration of Resolution 2024-20 To Submit NMDOT Transportation Project Fund Application for County Road 8 in Cubero-Planning and Design

- f. Consideration of Resolution 2024-21 FY24 Annual Certified County Maintained Mileage Report
- g. Consideration of RFP#2024-003 Contract for Legal Services
- h. Consideration of Resolution 2024-24 Law Enforcement Retention Fund Use Policy
- i. Consideration of Requisitions over \$20,000
  - 1. Wildland Fire Protection Uniforms and Equipment /Artesia Fire Equipment/Laguna Fire Protection-\$44,684.35

#### **11. Executive Session -1 item**

**Motion and roll call vote to go into executive session and that, pursuant to New Mexico State Statute Section 10-15-1, only the following matters will be discussed in closed session:**

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

- a. Pending or threatened litigation 10-15-1 (H) (7)
  - 1. **State of New Mexico v. Lucy Tejada-Hazardous Accumulation and Conditions-Cibola Ordinance 2020-01.1(C)**
- b. Real Property 10-15-1 (H) (8)
- c. Personnel 10-15-1 (H) (2)
- d. other specific limited topics that are allowed or authorized under the stated statute;

**Motion and Roll Call Vote to Return to Regular Session**

**Motion and Roll Call Vote that Matters Discussed In Closed Session Were Limited To Those Specified In Motion For Closure, and That No Final Action Was Taken, As Per New Mexico Statutes Section §10-15-1.**

#### **12. Announcements**

- a. Cibola County Offices will be Closed, Friday, March 29, 2024, In Observation of the Easter Holiday.
- b. The Next Regular Commission Meeting will be on Thursday, April 25<sup>th</sup>, 2024, at 5:00 p.m.

#### **13. Adjournment**

*Note: This agenda is subject to change up to 72 hours prior to the scheduled meeting date and time as deemed necessary by the County Manager. To inquire about agenda changes, please contact the Grants/Project Manager, Judy Horacek, at 505.285.2557 or [judy.horacek@co.cibola.nm.us](mailto:judy.horacek@co.cibola.nm.us) If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Manager at least one (1) week prior to the meeting or as soon as possible.*



# 7a. Minutes

# 02.22.2024

Regular Commission Meeting

**Regular Commission Meeting**  
**Thursday, February 22<sup>nd</sup>, 2024**  
**5:00 p.m.**  
**Cibola County Commission Chambers**

**Elected Officials Present Staff**

**Christine Lowery, Chair**  
**Ralph Lucero, 1<sup>st</sup> Vice Chair**  
**Daniel Torrez, 2<sup>nd</sup> Vice Chair**  
**Robert Windhorst, Commissioner**  
**Martha Garcia, Commissioner**

**Kate Fletcher, Manager**  
**Paul Ludi, Finance Director**  
**Judy Horacek, Projects Director**  
**Michelle Dominguez, Clerk**  
**Pricilla Marquez, Rec/Filing**

**1. Call to Order**

Madam Chair Lowery called the meeting to order at 5:00 pm.

**2. Roll Call**

Madam Chair Lowery does roll call, Commissioner Garcia, was absent.

**3. Pledge of Allegiance**

Led by Commissioner Lucero, recited by all.

**4. Prayer**

Led by Commissioner Torrez.

**5. Approval of Agenda**

Motion to approve agenda made by Commissioner Windhorst with removing items under New Business # 11, C & D.

Second was made by Commissioner Torrez 4-0 affirmative.

**6. Public Comment**

No public comment.

**7. Minutes**

a. 01-25-2024 Special Commission Meeting.

b. 01-25-2024 Regular Commission Meeting.

Motion to approve items A & B made by Commissioner Torrez

Second by Commissioner Windhorst 4-0 affirmative.



**8. Reports**

- a. Budget and Finance Report- Kate Fletcher- County Manager & Paul Ludi- Finance Director.  
Report on File.

**9. Presentation**

- a. Route 66 Solar Battery Storage Project.  
Presentation on File.

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

- a. **Consideration of Ordinance 2024-001 Codifying The New Mexico Enabling Act.**

Motion to approve Item A. made by Commissioner Windhorst.

Second made by Commissioner Lucero. Madam Chair Lowery voting No. 3-1 affirmative.

- b. **Consideration of Resolution 2024-16 for the Issuance of Revenue Bonds for Route 66 Solar Battery Storage Project.**

Motion to approve Item B. made by Commissioner Windhorst.

Second was made by Commissioner Torrez 4-0 affirmative.

- e. **Consideration of Resolution 2024-18 An Amended Resolution Designating the Location of Election Day Polling Places for all Statewide Elections Conducted in 2024 and 2025, County Canvassing Board Duties and Appointing the Board of Commissioners as Canvass Board for the County.**

Motion was made by Commissioner Lucero to approve item E.

Second by Commissioner Windhorst 4-0 affirmative.

- f. **Consideration to fill 2 Cibola General Hospital Board Member Positions.**

Motion to approve item F. was made by Commissioner Torrez

Second by Commissioner Lucero 4-0 affirmative.

- g. **Consideration of Payment of Invoices for Smith's Building Capital Repairs.**

Motion to approve items G made by Commissioner Lucero.

Second by Commissioner Windhorst 4-0 affirmative.

- h. **Consideration of San Rafael Water District's Request for County to be Fiscal Agent on Capital Outlay Project. (\$125,000, Heavy Equip, Tools, and Ditch Witch.**

Motion to approve item H. made by Commissioner Torrez

Second by Commissioner Lucero 4-0 affirmative.

- i. **Consideration of Requisitions over \$20,000**

- 1. Brush Truck / Midwest Fire Equip./El Morro Valley VFD-21-\$242,811

- 2. Larry Diaz to purchase 2 patrol units.

Motion to approve item I. made by Commissioner Lucero.

Second by Commissioner Torrez 4 -0 affirmative

j. **Executive Session (NO EXECUTIVE SESSION)**

Motion and roll call vote to go into executive session and that, pursuant to New Mexico State Statute Section 10-15-1, only the following matters will be discussed in closed session.

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

- a. Pending or threatened litigation 10-15-1 (H) (7)
- b. Real Property 10-15-1 (H) (8)
- c. Personnel 10-15-1 (H) (2)
- d. Other specific limited topics that are allowed or authorized under the stated statute.

**Motion and Roll Call Vote to Return to Regular Session**

**Motion and Roll Call Vote that Matters Discussed in Closed Session Were Limited to Those Specified In Motion For Closure and That No Final Action Was Taken. As Per New Mexico Statutes Section §10-15-1.**

**12. Announcements**

- a. The next Regular Commission Meeting will be on Thursday, March 28<sup>th</sup>, 2024, at 5:00 p.m.

**13. Adjournment**

**6:14 p.m.**

**PASSED, APPROVED, and ADOPTED** this 28<sup>th</sup>, day of March 2024

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
**Christine Lowery, Chair**

\_\_\_\_\_  
**Ralph Lucero, 1<sup>st</sup> Vice Chair**

\_\_\_\_\_  
**Daniel Torrez, 2<sup>nd</sup> Vice Chair**

\_\_\_\_\_  
**Robert Windhorst, Commissioner**

\_\_\_\_\_  
**Martha Garcia, Commissioner**

**ATTEST:**

\_\_\_\_\_  
**Michelle E. Dominguez, Cibola County Clerk**

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

**SEAL**



# 7b. Minutes

03.18.2024

Emergency Commission Meeting

**Emergency Meeting**  
**Monday, March 18<sup>th</sup>, 2024**  
**12:00 p.m.**  
**Cibola County Commission Chambers**

**Elected Officials Present Staff**

**Christine Lowery, Chair**  
**Ralph Lucero, 1<sup>st</sup>, Vice Chair**  
**Daniel Torrez 2nd, Vice Chair**  
**Robert Windhorst, Commissioner**  
**Martha Garcia, Commissioner**

**Kate Fletcher, County Manager**  
**Michelle E. Dominguez, Clerk**  
**Priscilla Marquez, Rec & Filing**  
**Judy Horacek, Project Coordinator**

**1. Call to Order**

Madam Chair Lowery called the meeting to order at 12:00 pm.

**2. Roll Call**

Madam Chair conducts roll call, all Commissioners were present, with Commissioner Windhorst arriving at 12:01 p.m.

**3. Pledge of Allegiance**

Led by Commissioner Torrez, recited by all.

**4. Prayer**

Led by Commissioner Garcia.

**5. Approval of Agenda**

Motion to approve agenda by Commissioner Lucero  
second made by Commissioner Torrez 5-0 affirmative.

**6. Action Items**

- a.** Declaration of Emergency Electricity Outage for the Community of Fence Lake
- b.** Consideration of Authorizing and Direction to County Manager to Purchase Items Needed to Protect the Fence Lake Community During this Outage.

Motion to approve items A and B. made by Commissioner Torrez  
second made by Commissioner Garcia. 5-0 affirmative.

**7. Announcements**

The next Regular Commission Meeting will be on March 28<sup>th</sup>, 2024, at 5:00 p.m.

**8. Adjournment**

Motion to adjourn made by Madam Chair Lowery, at 12:24 p.m.

**PASSED, APPROVED, and ADOPTED** this 28<sup>th</sup>, day of March 2024

BOARD OF COUNTY COMMISSIONERS

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**Christine Lowery, Chair**

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**Ralph Lucero, 1<sup>st</sup> Vice Chair**

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**Daniel Torrez, 2<sup>nd</sup> Vice Chair**

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**Robert Windhorst, Commissioner**

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**Martha Garcia, Commissioner**

**ATTEST:**

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**Michelle E. Dominguez, Cibola County Clerk**

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

**SEAL**



## 8a. Reports

# Budget and Finance Report

As of February 29, 2024

# PUBLIC COMMENT PROCEDURES

We welcome your suggestions and want to hear you concerns;

If you would like to make a public comment, please fill out the sign-up sheet located at the podium before meeting starts;

If you have signed up for public comment, The Commission Chair will call your name during the Public Comment Section of the Agenda.

Please state your name for the record;

Public Comment is limited to 3 minutes;

This is not a question & answer period. The Commission is not able to act on matters discussed; and

Thank-you!





# CIBOLA COUNTY COMMISSION MEETING

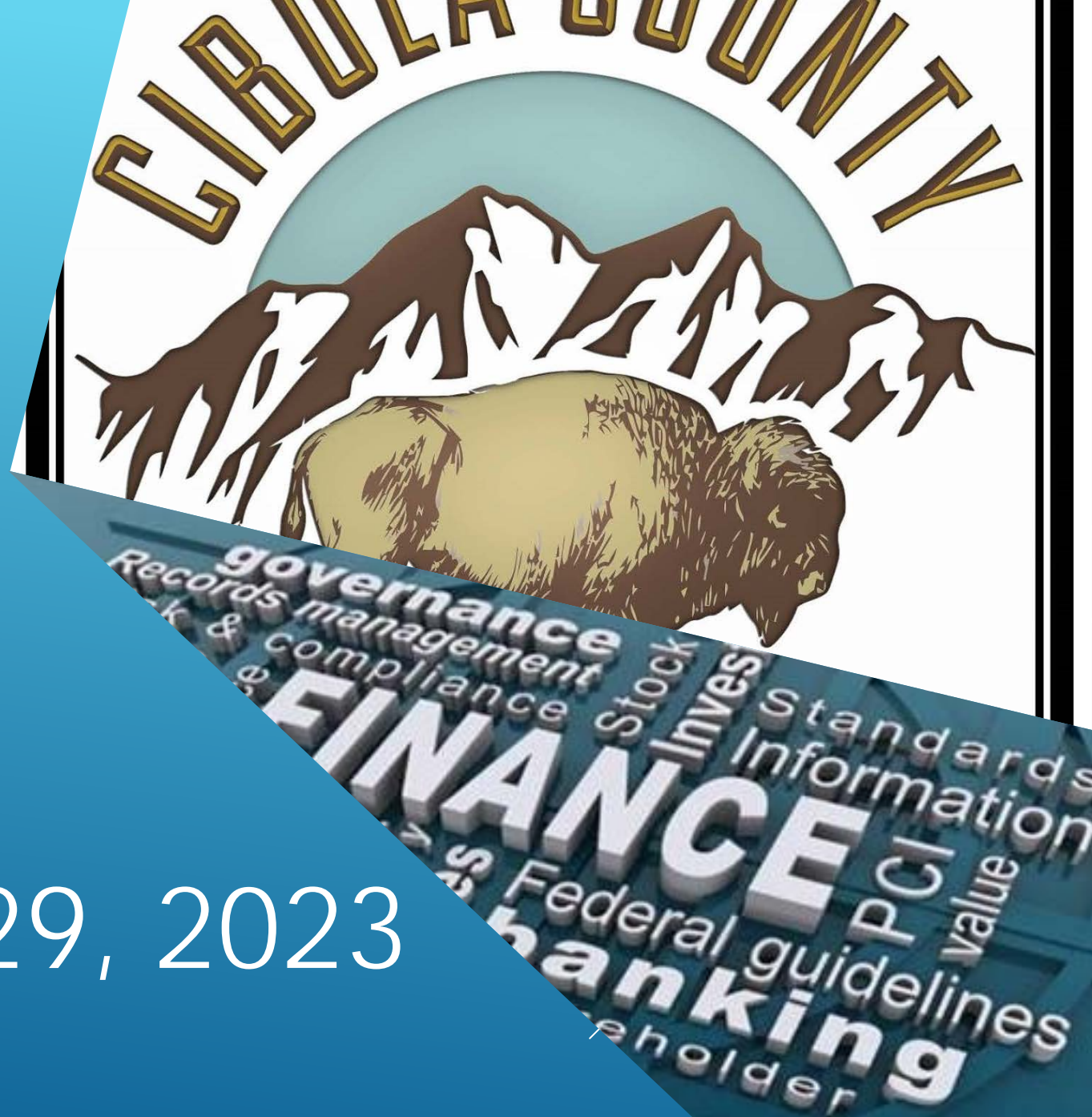
March 28, 2024

Christine Lowery, Chair  
Ralph Lucero, 1st Vice Chair  
Daniel Torrez, 2nd Vice Chair  
Martha Garcia, Commissioner  
Robert Windhorst, Commissioner  
  
Kate Fletcher, County Manager



# Finance Report

As of February 29, 2023



# FINANCE UPDATES

- Finance Reports & Budgets located on finance department webpage.
- County is reconciled through February 29, 2024 for the Main Operating account and the Treasurer's office is reconciled through February 29, 2023 for the Tax operating account.
- NMFA Loan for El Morro VFD – Tender
- Local Assistance and Tribal Consistency Fund – Federal Reporting completed
- Bond Reporting to the Securities and Exchange Commission complete







## Cibola County FY24 Actuals (In Red) GRT Distributions with Contracts & Compensating Tax

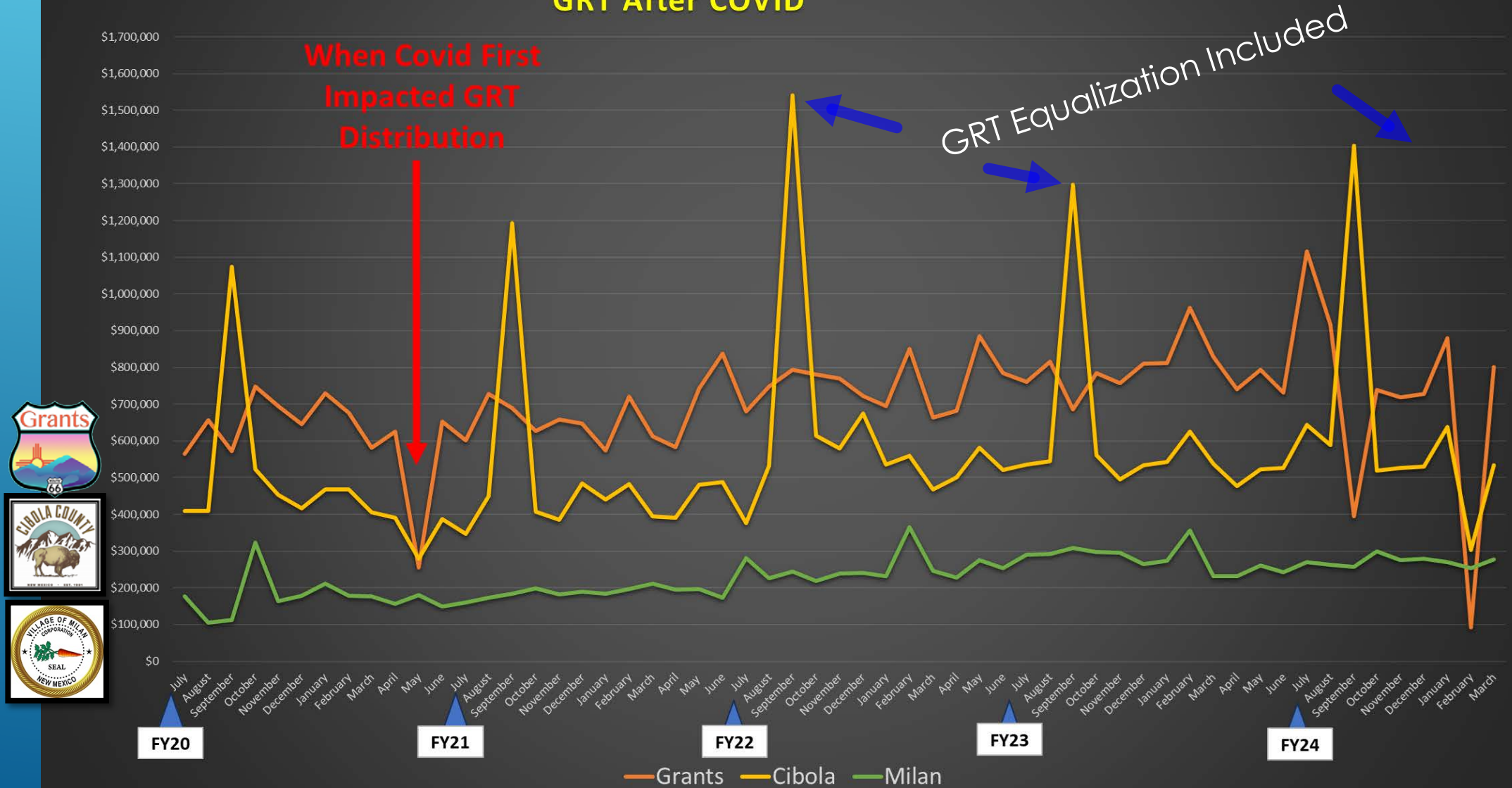
Received GRT Equalization for  
\$999,871.45 in addition to regular  
GRT of \$404,153 in September

\$1,550,000  
\$1,450,000  
\$1,350,000  
\$1,250,000  
\$1,150,000  
\$1,050,000  
\$950,000  
\$850,000  
\$750,000  
\$650,000  
\$550,000  
\$450,000  
\$350,000  
\$250,000

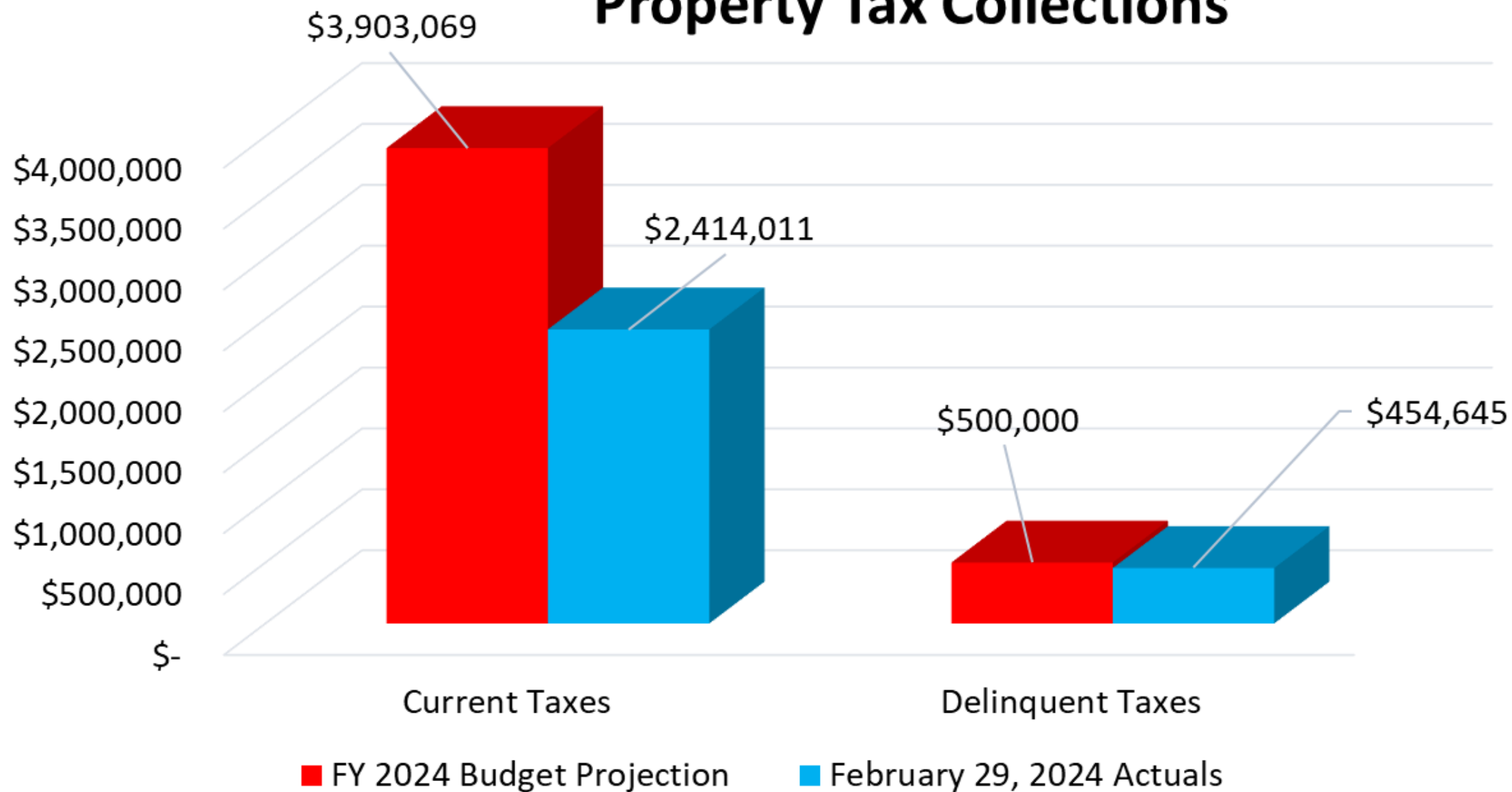
	July	August	September	October	November	December	January	February	March	April	May	June
2024 YTD Actuals	\$643,909	\$589,026	\$1,404,025	\$518,616	\$525,694	\$530,938	\$637,378	\$302,883	\$534,154			
2024 Projected Budget	\$549,835	\$549,835	\$1,357,835	\$549,835	\$549,835	\$549,835	\$549,835	\$549,835	\$549,835	\$549,835	\$549,835	\$549,835
2023 YTD Actuals	\$536,444	\$544,228	\$1,296,630	\$561,147	\$494,626	\$533,954	\$543,038	\$625,741	\$536,941	\$476,875	\$523,283	\$527,090
2022 YTD Actuals	\$375,851	\$531,510	\$1,540,013	\$614,259	\$580,018	\$674,226	\$535,367	\$559,873	\$468,410	\$501,653	\$581,272	\$520,659

# 5 Year Comparison of Net GRT including Contracts (Intercepts), Compensating Tax, & Industry Tax

## GRT After COVID



# Property Tax Collections



## Cibola County Operating Cash Recap - February 29, 2024



Active Funds	Beginning Cash Balance as of 7-1-2023	Beginning Investments	YTD Revenues	YTD Transfers	YTD Expenditures	YTD Adjustments	Ending Cash & Investments
101 - INVESTMENT FUND	\$0.00	\$5,436,019.96	\$195,648.71	\$0.00	\$0.00	\$0.00	\$5,631,668.67
401 - GENERAL FUND	\$8,562,611.58	\$0.00	\$4,550,418.50	(\$1,538,680.53)	(\$6,015,825.53)	(\$2,721,393.91)	\$2,837,130.11
402 - ROAD	\$152,649.28	\$0.00	\$1,023,337.15	\$0.00	(\$862,914.66)	\$4,242.96	\$317,314.73
403 - FARM & RANGE	\$0.00	\$0.00	\$0.00	\$3,476.69	(\$19,055.24)	\$0.00	(\$15,578.55)
406 - INDIGENT	\$692,889.38	\$0.00	\$422,990.23	\$0.00	(\$685,505.59)	\$1,346.90	\$431,720.92
407 - SAN RAFAEL VFD	\$255,329.45	\$0.00	\$167,142.00	(\$55,416.00)	(\$150,920.99)	(\$50.00)	\$216,084.46
408 - BLUEWATER VFD	\$89,784.17	\$0.00	\$111,727.00	(\$25,251.00)	(\$44,391.94)	(\$420.00)	\$131,448.23
409 - LOBO CANYON VFD	\$295,777.14	\$0.00	\$56,310.00	\$55,416.00	(\$123,889.81)	\$0.00	\$283,613.33
413 - LAGUNA EMS	\$5,674.63	\$0.00	\$11,147.00	\$0.00	(\$3,640.34)	\$0.00	\$13,181.29
415 - PINEHILL EMS	\$1,546.22	\$0.00	\$9,039.00	\$0.00	\$0.00	\$0.00	\$10,585.22
416 - FENCE LAKE VFD	\$521,084.69	\$0.00	\$67,418.65	\$0.00	(\$10,122.35)	(\$259.34)	\$578,121.65
418 - CANDY KITCHEN VFD	\$341,301.63	\$0.00	\$136,552.00	(\$37,531.00)	(\$60,916.42)	\$0.00	\$379,406.21
419 - LAGUNA VFD	\$859,195.51	\$0.00	\$404,340.00	\$0.00	(\$171,103.76)	\$800.00	\$1,093,231.75
424 - CUBERO VFD	\$172,179.27	\$0.00	\$341,086.00	(\$13,541.00)	(\$23,337.79)	\$0.00	\$476,386.48
425 - CUBERO EMS	\$2,249.64	\$0.00	\$5,000.00	\$0.00	(\$387.64)	\$0.00	\$6,862.00
427 - EL MORRO VFD	\$195,363.40	\$0.00	\$327,393.00	\$0.00	(\$12,243.45)	\$0.00	\$510,512.95
428 - SUPERIOR AMBULANCE	\$1,766.53	\$0.00	\$14,945.00	\$0.00	(\$6,663.53)	\$0.00	\$10,048.00
429-CIBOLA ADMIN EMS	\$0.85	\$0.00	\$5,000.00	\$0.00	(\$3,419.86)	\$0.00	\$1,580.99
430 - LAGUNA VFD - VALENCIA STATION	\$0.00	\$0.00	\$105,553.00	\$0.00	(\$6,012.48)	\$0.00	\$99,540.52
435 - CONSOLIDATED DISPATCH	\$194,548.33	\$0.00	\$846,534.95	(\$4,000.00)	(\$1,101,802.45)	\$790.07	(\$63,929.10)
438 - DWI GRANT	\$56,841.28	\$0.00	\$36,582.95	\$0.00	(\$27,768.61)	\$0.00	\$65,655.62
439 - DWI DISTRIBUTION	\$143,059.42	\$0.00	\$179,356.00	\$0.00	(\$213,468.81)	\$0.00	\$108,946.61
475 - COUNTY FIRE PROTECTION	\$1,208,050.12	\$0.00	\$201,788.52	\$0.00	(\$6,029.61)	\$0.00	\$1,403,809.03
500 - CLERK RECORDING/FILING	\$97,714.69	\$0.00	\$24,876.00	\$0.00	(\$16,719.74)	\$450.00	\$106,320.95
569 - 2014A BOND INCOME FUND	\$0.00	\$0.00	\$796,327.89	\$0.00	(\$64,740.63)	(\$33,751.23)	\$697,836.03
570 - 2014B BOND INCOME FUND	\$0.00	\$0.00	\$1,634,356.96	\$0.00	(\$219,827.73)	\$0.00	\$1,414,529.23
575 - NMFA LOANS	\$0.00	\$377,669.77	\$12,566.51	\$246,515.20	(\$24,191.10)	\$0.00	\$612,560.38
604 - FIRE MARSHAL	\$76,707.40	\$0.00	\$176,722.24	(\$12,970.00)	(\$54,935.15)	\$0.00	\$185,524.49
605 - LAW ENFORCEMENT PROTECTION	\$0.00	\$0.00	\$119,000.00	(\$18,018.36)	(\$27,036.00)	\$0.00	\$73,945.64
606 - NMDOT LOCAL GOV. TRANS. GRANT	\$798,831.02	\$0.00	\$0.00	\$0.00	(\$517,325.91)	\$0.00	\$281,505.11
607 - QUARTZ HILL PROJECT	\$144,034.31	\$0.00	\$1,553.30	\$0.00	\$0.00	\$0.00	\$145,587.61
614 - DETENTION CENTER	\$0.00	\$780,003.86	\$5,693,032.10	\$1,400,000.00	(\$6,825,824.14)	\$1,473.59	\$1,048,685.41
616 - LERF	\$0.00	\$0.00	\$11,367.08	\$0.00	\$0.00	\$0.00	\$11,367.08
620 - 1% REAPPRAISAL FUND	\$15,961.85	\$0.00	\$57,751.15	\$0.00	(\$14,823.00)	\$0.00	\$58,890.00
646 - LG ABATEMENT	\$0.00	\$0.00	\$768,286.22	\$0.00	(\$768,286.22)	\$0.00	\$0.00
647 - LATCF GRANT	\$3,151,902.50	\$0.00	\$3,151,902.50	\$0.00	(\$839,380.71)	\$0.00	\$5,464,424.29
648 - TPF COUNTY ROAD GRANTS FUND	\$1,505,488.13	\$0.00	\$1,187,500.00	\$0.00	(\$61,154.93)	\$0.00	\$2,631,833.20
649 - AMERICAN RESCUE PLAN ACT	\$2,414,398.12	\$0.00	\$0.00	\$0.00	(\$1,257,710.70)	\$4,833.50	\$1,161,520.92
651 - CAPITAL OUTLAY PROJECTS	\$0.00	\$0.00	\$294,317.29	\$0.00	(\$53,156.51)	\$0.00	\$241,160.78
TOTALS=	\$21,956,940.54	\$6,593,693.59	\$23,148,868.90	(\$0.00)	(\$20,294,533.33)	(\$2,741,937.46)	\$28,663,032.24



# Budget Adjustment #5 – Reso 2024-17



TYPE OF BAR LOCAL (L) OR STATE (S)	COUNTY DEPARTMENT	REVENUE EXPENDITURE TRANSFER (TO or FROM)	DFA ACCOUNT #	CIBOLA COUNTY ACCOUNT#	DESCRIPTION OF ACCOUNT	APPROVED BUDGET	ADJUSTMENT	ADJUSTED BUDGET	PURPOSE
S	DWI Distribution	Expenditure	22300-3006-56020	439-060-437-00009	Office Equipment & Supplies	\$3,000.00	\$15,000.00	\$18,000.00	To purchase new computers
S	BOE	Revenue	11000-0001-46900	401-18-370-37065	Election MOU	\$46,000.00	\$50,000.00	\$96,000.00	New grant coming in before year end
S	BOE	Expenditure	11000-2007-57040	401-003-405-01113	Primary Election MOU Expense	\$52,521.00	\$50,000.00	\$102,521.00	To spend grant on June 4 Primary
S	Fire Marshal	Revenue	20900-0001-46900	604-30-300-59101	Medical Direction (Milan)	\$0.00	\$1,500.00	\$1,500.00	Did not budget Medical Direction revenue from Milan
S	Road	Revenue	20400-0001-47050	402-27-300-59100	SHD - CoOp Agreements	\$610,000.00	\$597,716.00	\$1,207,716.00	Increase for FY23 CoOp Agreements
S	Road	Expenditure	20400-5001-58090	402-014-416-00087	Road Construction & Maint. FY23 CoOp - SP	\$0.00	\$91,578.00	\$91,578.00	Special Prtojects CoOp
S	Road	Expenditure	20400-5001-58090	402-014-416-00120	Road Construction & Maint. FY23 CoOp - SB	\$0.00	\$316,750.00	\$316,750.00	School Bus route CoOp
S	Road	Expenditure	20400-5001-58090	402-014-416-00121	Road Construction & Maint. FY23 CoOp - CAP	\$0.00	\$189,388.00	\$189,388.00	County Aterial Preservation CoOp
S	Road	Expenditure	20400-5001-58090	402-014-416-00122	Road Construction & Maint. FY23 CoOp - Match	\$0.00	\$199,300.00	\$199,300.00	To pay for match
S	LERF	Revenue	21300-0001-47122	616-42-300-57500	State L.E.R.F. Allotment	\$0.00	\$11,371.00	\$11,371.00	New Funding Grant for Officer retention
S	LERF	Expenditure	21300-3001-52011	616-035-455-00068	Medicare 1.45%	\$0.00	\$123.00	\$123.00	Must pay for Medicare per law
S	LERF	Expenditure	21300-3001-51063	616-035-455-00151	Reversion of Funds to State	\$0.00	\$2,818.00	\$2,818.00	New Funding Grant for Officer retention
S	LERF	Expenditure	21300-3001-51063	616-035-455-00156	Retention Payments	\$0.00	\$8,430.00	\$8,430.00	New Funding Grant for Officer retention





# MONTHLY QUESTION

**What are the three largest revenue sources projected in the General Fund for our current fiscal year?**

- A. Property Taxes, Fees for services, & Gross Receipts Taxes (GRT)
- B. Property Taxes, Federal Payment in Lieu of Taxes (PILT), & GRT
- C. GRT, Small Counties Assistance, & PILT
- D. Rental Fees, GRT, & PILT

**ANSWER IS: B –**

- 1. Property Taxes are the largest revenue source in our GF. This year we are projected to receive \$3,903,069.**
- 2. The second highest revenue source projected this fiscal year is our PILT in the amount of \$2,000,000.**
- 3. Our General Fund dedicated GRT is projected to come in at \$1,105,643.**



# CIBOLA COUNTY COMMISSION MEETING

March 28, 2024

Christine Lowery, Chair  
Ralph Lucero, 1st Vice Chair  
Daniel Torrez, 2nd Vice Chair  
Martha Garcia, Commissioner  
Robert Windhorst, Commissioner  
  
Kate Fletcher, County Manager



# **Slide Outline and Notes of Cibola County Finance Report**

## **From July 1, 2023, through February 29, 2024, Finance Report**

**Commission Meeting March 28, 2024**

**Finance Report Cover Page**

**Cibola County Updates**

Finance Reports & Budgets located on finance department webpage located at [https://www.cibolacountynm.com/departments/manager/finance\\_public\\_documents/index.php](https://www.cibolacountynm.com/departments/manager/finance_public_documents/index.php)

The County is reconciled through February 29, 2024, for the Main Operating account and the Treasurer's office is reconciled through February 29, 2023 for the Tax operating account.

NMFA Loan for El Morro VFD – The NMFA board is reviewing our loan today for a new Tender for the El Morro Volunteer Fire Department. This loan took a little longer than normal but was approved by the Commission in June of 2023.

Local Assistance and Tribal Consistency Fund – Federal Reporting was completed before our March 31 deadline, so we are complying.

Bond Reporting to the Securities and Exchange Commission completed. Every year we need to report for transparency on how capable we are of paying our bond payments, which builds investor trust in our municipal securities.

### **GRT Tracker**

Here is our Gross Receipts history and the red line designates this fiscal year's GRT up through January of 2024. We have updated our graph to now include the county equalization distribution which is now also represented on the RP 500 reports (shows GRT distribution amounts) that the NM Taxation and Revenue Department (TRD) create. The county Equalization was in the amount of \$999,871 for FY24 and is solely dedicated to being used to pay our revenue bonds each year.

Last month we experienced a significant drop in revenue from this distribution due to a legal ruling, but we have bounced back up to our projection in the yellow highlighted line. We will monitor our overall projection and will keep the manager and commission informed on how we do moving forward.

The rest of the regular GRT is divided up below in the breakdown.

Our budgeted projection is that bold straight yellow line.

The other lines represent the last 2 years of actual GRT as you can see in the legend.

Our GRT is Broken Down by Increments and are dedicated by ordinance:

The Correctional GRT is dedicated to our inmate costs in the Detention Fund.

The Environmental GRT pays the Northern New Mexico solid waste authority.

The Hold Harmless is dedicated to paying our Series 2014A Bonds which built the detention center.

The County Infrastructure is dedicated for general purposes in the general fund.

The Fire Protection GRT is dedicated to our County Fire Protection Fund.

Our County Share GRT is split into 3 funds. Our Indigent Fund, 2014 B Bond Fund, and general fund.

The Special County Hospital GRT is a residual type of GRT from when hospital tax was enacted made up of the medical and food hold harmless tax distribution. When the tax increment deactivated the hold harmless portion stayed. It is used in our general fund.

The County Emergency and Medical Services GRT is dedicated to our E-911 program in the consolidated dispatch fund.

### **GRT Tracker – All Entities**

This slide is to show how the County's GRT compares to our surrounding municipalities. You can see our GRT sustained growth has leveled off and is starting to trend down. We will monitor this closely and keep you informed as we must keep a balanced budget in respect to our expenditures, revenues, and transfers.

Additionally, you can see, we have added the County Equalization distribution into this graph. To clarify, only counties (not municipalities) receive this GRT equalization distribution, and it is formula driven to assist smaller counties that don't earn as much GRT as areas with higher populations. The tall spikes in the counties GRT represent this.

The impact of the previously stated court ruling reduced our GRT distribution significantly, but we all have rebounded to near normal levels. Please note this graph doesn't reflect the Small Cities Assistance the Village and City received in the amounts of \$90,000 each for FY24 month of February.

### **Property Tax Collections**

Our property tax county portions are coming in strong per our projections. Our actuals as of January 31, 2024, remained the same for February 29, 2024, because we still need to make our entries for our February receipts. Our delinquent taxes are coming in strong, and we will continue to monitor this.

### **February 29, 2024 – Monthly Finance Recap**

Here is our February 29, 2024, monthly financial report. As you can see, we are maintaining our investments and required reserves. We keep all our bond and state reserves in our investment fund, so we are not dipping into them. Our general fund is doing fine, and we are strong with operating cash to support our recurring expenditures. Please note we don't receive our PILT until June and are projected to transfer back \$1.5 million from our overages of revenue in our bond fund after payments in June.

Our transfers equal zero, which is mandatory.

The fund deficits in the Farm & Range is due to a timing in cash flows where we haven't received the revenue yet and also this fund is also supplemented by the general fund when needed. We will address this fund next month when our 3<sup>rd</sup> quarter report is due to the state.

The fund deficit for the E-911 fund was corrected last month but due to the shortfall of GRT from the legal ruling last month, E-911 dipped back into a deficit. This is the timing of revenue cash flows coming

in so if there is a deficit next month when we have to report to the state we will need to loan from the general fund.

This recap is developed using three reports:

The pooled cash report gives what our beginning and ending cash balances should be. This should be reconciled to your bank statements every month.

The Detail Vs. Budget report gives the revenue, transfer, and expenditure activity.

The balance sheets give us our adjustments to get from pooled cash to pooled cash and gives us our investments. This also reconciles to our bank statements.

The county is in great fiscal shape and is following GAAP, GASB, and all state laws and requirements. We have also addressed our last 2 audit findings.

### **Budget Adjustment #5 – Reso 2024-17**

This is our budget adjustment schedule for BAR #5 Resolution 2024-17. DWI needs new computers per IT and has sufficient funding to make the purchase, so an increase is recommended. The Bureau of Elections has received a new grant per our MOU with the State Secretary's office to be used in June for the primary election. We also need to increase the Fire Marshal's revenue for medical direction from Milan as it was not budgeted. The road department has their FY23 Co-op's fully executed and will need to be budgeted for. Finally, the Sheriff's department has been awarded a new grant so this adjustment is to create a new fund called the Law Enforcement Retention Fund which will further be discussed at this meeting in resolution 2024-24.

### **Monthly Question**

What are the three largest revenue sources projected in the General Fund for our current fiscal year?

- A. Property Taxes, Fees for services, & Gross Receipts Taxes (GRT)
- B. Property Taxes, Federal Payment in Lieu of Taxes (PILT), & GRT
- C. GRT, Small Counties Assistance, & PILT
- D. Rental Fees, GRT, & PILT

### **ANSWER IS: B –**

1. **Property Taxes are the largest revenue source in our GF. This year we are projected to receive \$3,903,069.**
2. **The second highest revenue source projected this fiscal year is our PILT in the amount of \$2,000,000.**
3. **Our General Fund dedicated GRT is projected to come in at \$1,105,643.**

**The End – Questions from governing body**



## 8b. Reports

# Dispatch Report

CRCC Highlights



**CIBOLA REGIONAL COMMUNICATIONS CENTER**  
**(CRCC)**



# *CRCC*

- THE GOLDEN LIGHT THAT CONNECTS OUR COMMUNITY TO PUBLIC SERVICE PERSONNEL. WHETHER IT BE LAW ENFORCEMENT, FIREFIGHTERS, EMT'S OR ALL OF THE ABOVE. WE LOOK TO THE FUTURE WITH THE EXPECTATION TO ACHIEVE AND MAINTAIN THE HIGHEST LEVEL OF PUBLIC SAFETY FOR OUR HOME AND ITS RESIDENTS AND TO BE RECOGNIZED BY ALL AS A TRUSTWORTHY, CREDIBLE, AND DEPENDABLE ENTITY. WE ARE CIBOLA REGIONAL.



# *THE POWER OF COMMUNICATION*

*C – COMMUNITY ORIENTED*

*I - INTEGROUS*

*B - BONAFIDE*

*O – OPERATIVE*

*L - LASTING*

*A - ACCURATE*



# *WORKING AS A TEAM!*

CONFIDENCE-BUILDING - STRATEGIES

CRCC EMPLOYEES ENGAGE IN DAILY  
COMMUNICATIONS WITH UPPER MANAGEMENT AND  
CO-WORKERS AND HAVE CONFIDENCE IN THEIR JOB  
PERFORMANCES! 😊



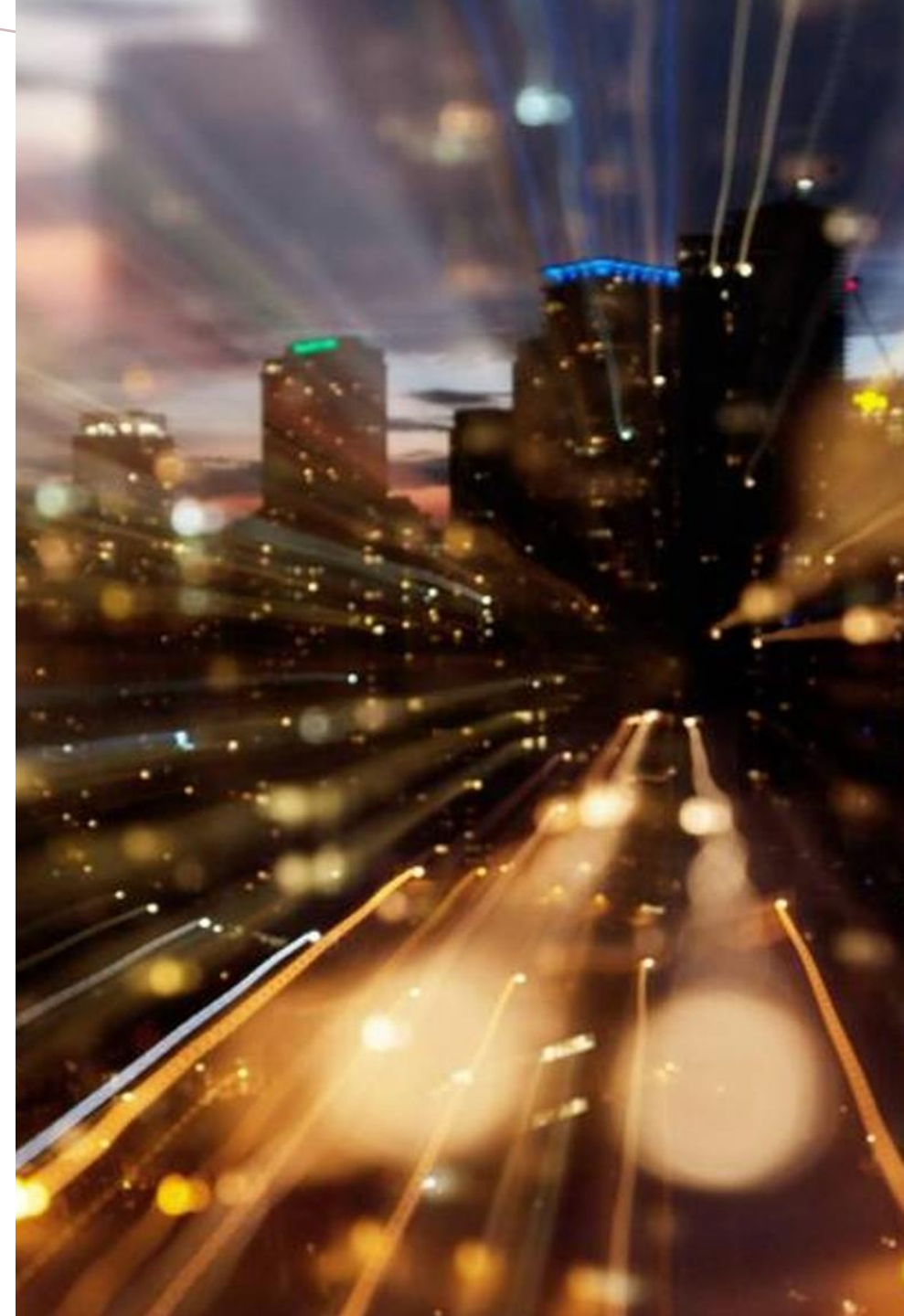
*Thank  
you!*

## *MORAL BOOSTERS*

- PERA
- RAISES
- INSURANCE
- UPGRADED EQUIPMENT
- NEW FACILITY

# *OUR MISSION*

- TO PROTECT AND SUPPORT OUR UNITS WHO ARE OUT IN THE FIELD.
- HAVING INITIATIVE IN OUR WORKPLACE AND TO USE OUR RESOURCES, INCLUDING THE KNOWLEDGE OF OUR FELLOW TEAM MEMBERS.
- BEING PROMPT WHEN TAKING AND TRANSFERING INFORMATION FROM OUR CALLERS TO THE APPROPRIATE AGENCY AND/OR RESPONDER UNITS.
- ALWAYS HAVING A SENSE OF ACCOUNTABILITY AND PRIDE IN OUR WORK ON A DAY TO DAY BASIS.
- BEING COURTEOUS TO RESPONDERS AND CALLERS, EVEN WHEN THE SITUATIONS AND STRESSORS ARE PARAMOUNT.
- BEING PROFESSIONAL AND COMPASSIONATE ALL THE WHILE TAKING COMMAND TO THE BEST OF OUR ABILITIES
- HOPING FOR THE BEST WHILE BEING PREPARED FOR THE WORST.



# CALL STATS

CRCC TAKES A MULTITUDE OF  
CALLS PER YEAR.

TOTAL INCOMING CALLS =  
55,036

OUTBOUND = 32,874

Call Type	Jan 1 2023 – Jan 1 2024	Actual
911 CALLS		16,918
ABANDONED 911		637
TOTAL 911		16,281
ADMIN CALLS		38,118
OUTBOUND CALLS		32,874





# 9a. Presentation

## FY23 Audit

No Backup



# 10a. New Business

## Resolution 2024-23

Approval and Acceptance of FY 23 Audit



CIBOLA COUNTY  
BOARD OF COUNTY COMMISSIONERS  
RESOLUTION № 2024-23

**ACCEPTANCE AND APPROVAL OF THE FY 2022-23 AUDIT**

**WHEREAS**, the Cibola County Board of Commissioners met upon notice of meeting duly published at the Cibola County Administration Building, 700 East Roosevelt Ave., Suite 50, Grants, NM 87020, on March 28, 2024, at 5:00 p.m. as required by law; and,

**WHEREAS**, the County of Cibola is required by statute to contract with an independent auditor to perform the required annual audit for Fiscal Year 2022-23; and,

**WHEREAS**, the Cibola County Commission has directed the accomplishment of the audit for FY 2022-23 be completed; and,

**WHEREAS**, this audit has been completed and presented to the Cibola County Commission per the March 28, 2024, letter from the State Auditor authorizing release of the FY 2022-23 audit.

**WHEREAS**, NMAC 2.2.2.10 (M)(4) provides in pertinent part that “[o]nce the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;” and,

**NOW THEREFORE, BE IT RESOLVED**, that the Cibola County Commission does hereby accept and approve the completed audit report and findings as indicated within this document.



**APPROVED, ADOPTED, AND PASSED** on this 28<sup>th</sup> day of March 2024.

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Christine Lowery, Chair

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Ralph Lucero, 1<sup>st</sup> Vice-Chair

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Daniel Torrez, 2<sup>nd</sup> Vice-Chair

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Martha Garcia, Commissioner

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Robert Windhorst, Commissioner

ATTEST:

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Michelle E. Dominguez  
Cibola County Clerk



# 10b. New Business

## Resolution 24-22

Support of Cibola County Outdoor Recreation



**CIBOLA COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**RESOLUTION NO 2024-23**

**A Resolution in Support of Cibola County New Mexico Outdoor Recreation**

Whereas hundreds of millions of individuals in the United States participate in outdoor recreation annually;

Whereas, regular outdoor recreation is associated with economic growth, positive health outcomes, inclusion for all and better quality of life;

Whereas outdoor recreation activities at the Federal, State, and local levels have seen a recent surge in participation;

Whereas it is imperative that the United States ensure that access to outdoor recreation is inclusive, equitable, and available to All its people for generations to come; and

Whereas outdoor recreation provides an avenue to promote education in respectful approaches to provide better stewardship for the land;

Whereas outdoor recreation encourages multi-use such as equestrian riders, cyclist, hikers, ATV and OHV riders, hunters, anglers, Geo Caching and others;

Whereas, outdoor recreation promotes year-round economic benefits for our community through the Quadrathlon, the 50-K Race, Hosted stewardship events, hiking, biking, camping, picnicking, snowmobiling, cross country skiing, snow shoeing, and other activities;

Whereas, the outdoor experience creates an immeasurable spiritual, physical and mental health benefit for all who experience the solitude and peace;

Now, therefore, be it resolved that the citizens of Cibola County, New Mexico do support the Outdoor Recreation Initiative.

**APPROVED, ADOPTED, AND PASSED** on this 28<sup>th</sup> day of March 2024.

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Christine Lowery, Chair

\_\_\_\_\_  
Ralph Lucero, 1<sup>st</sup> Vice-Chair

\_\_\_\_\_  
Daniel J. Torrez, 2<sup>nd</sup> Vice Chair

\_\_\_\_\_  
Martha Garcia, Member

\_\_\_\_\_  
Robert Windhorst, Member

ATTEST BY:

\_\_\_\_\_  
Michelle E. Dominguez, Cibola County Clerk



# 10c. New Business

## Resolution 24-17

FY24 Budget Adjustment # 5

**Cibola County Commission**

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

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



**Resolution No. 2024-17 BAR #5**

**Fiscal Year 2024**

**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 2024-17A* is 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 2024 fiscal year ending June 30, 2024.

**PASSED, APPROVED and ADOPTED** by the governing body at a regular meeting on the 28th day of March, 2024.

**THE BOARD OF COUNTY COMMISSIONERS:**

\_\_\_\_\_  
Dr. Christina Lowery, Chair

\_\_\_\_\_  
Ralph Lucero, 1<sup>st</sup> Vice-Chair

**ATTEST:**

\_\_\_\_\_  
Daniel Torrez, 2<sup>nd</sup> Vice-Chair

\_\_\_\_\_  
Michelle E Dominguez, County Clerk

\_\_\_\_\_  
Martha Garcia, Commissioner

\_\_\_\_\_  
Robert Windhorst, Commissioner



ENTITY NAME: Cibola County  
FISCAL YEAR: FY 2023-24  
RESOLUTION #: 2024-17  
BAR SCHEDULE: 2024-17A

TYPE OF BAR LOCAL STATE (S)	COUNTY DEPARTMENT	REVENUE EXPENDITURE TRANSFER (TO or FROM)	DFA ACCOUNT #	CIBOLA COUNTY ACCOUNT#	DESCRIPTION OF ACCOUNT	APPROVED BUDGET	ADJUSTMENT	ADJUSTED BUDGET	PURPOSE
S	DWI Distribution	Expenditure	22300-3006-56020	439-060-437-00009	Office Equipment & Supplies	\$3,000.00	\$15,000.00	\$18,000.00	To purchase new computers
S	BOE	Revenue	11000-0001-46900	401-18-370-37065	Election MOU	\$46,000.00	\$50,000.00	\$96,000.00	New grant coming in before year end
S	BOE	Expenditure	11000-2007-57040	401-003-405-01113	Primary Election MOU Expense	\$52,521.00	\$50,000.00	\$102,521.00	To spend grant on June 4 Primary
S	Fire Marshal	Revenue	20900-0001-46900	604-30-300-59101	Medical Direction (Milan)	\$0.00	\$1,500.00	\$1,500.00	Did not budget Medical Direction revenue from Milan
S	Road	Revenue	20400-0001-47050	402-27-300-59100	SHD - CoOp Agreements	\$610,000.00	\$597,716.00	\$1,207,716.00	Increase for FY23 CoOp Agreements
S	Road	Expenditure	20400-5001-58090	402-014-416-00087	Road Construction & Maint. FY23 CoOp - SP	\$0.00	\$91,578.00	\$91,578.00	Special Projects CoOp
S	Road	Expenditure	20400-5001-58090	402-014-416-00120	Road Construction & Maint. FY23 CoOp - SB	\$0.00	\$316,750.00	\$316,750.00	School Bus route CoOp
S	Road	Expenditure	20400-5001-58090	402-014-416-00121	Road Construction & Maint. FY23 CoOp - CAP	\$0.00	\$189,388.00	\$189,388.00	County Aterial Preservation CoOp
S	Road	Expenditure	20400-5001-58090	402-014-416-00122	Road Construction & Maint. FY23 CoOp - Match	\$0.00	\$199,300.00	\$199,300.00	To pay for match
S	LERF	Revenue	21300-0001-47122	616-42-300-57500	State L.E.R.F. Allotment	\$0.00	\$11,371.00	\$11,371.00	New Funding Grant for Officer retention
S	LERF	Expenditure	21300-3001-52011	616-035-455-00068	Medicare 1.45%	\$0.00	\$123.00	\$123.00	Must pay for Medicare per law
S	LERF	Expenditure	21300-3001-51063	616-035-455-00151	Reversion of Funds to State	\$0.00	\$2,818.00	\$2,818.00	New Funding Grant for Officer retention
S	LERF	Expenditure	21300-3001-51063	616-035-455-00156	Retention Payments	\$0.00	\$8,430.00	\$8,430.00	New Funding Grant for Officer retention

ATTEST:

County Clerk

Date

Board Chairman

Date





# 10d. New Business

## Resolution 24-19

NMDOT TPF Grant Application-CR 1-Application

## **Cibola County Commission**

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

04.01.2024  
Lisa Vega-NMDOT District 6 Engineer  
191 Pinon Drive  
Milan, NM 87021

### **RE: Cibola County's Transportation Project Fund (TPF) Application for County Road 1-Marquez Road**

Dear Lisa Vega,

Cibola County is submitting a Transportation Project Fund (TPF) Application for the Construction of County Road-1, Marquez Bridge and Road Rehabilitation Project. This project is located approximately 4.1 miles east from the Junction of NM 279 and CR-1. Location GPS Quadrants-35 11' 48" N 107 19' 05" W. The purpose and need of this project is to improve roadway safety over two structural plate culverts that have a combined span greater than 20 feet and where roadside slopes are not traversable or recoverable, to stabilize the existing Two-Barrel Structural Plate Arch, stabilize the existing roadway slopes, and minimize or mitigate stream degradation and erosion. The area surrounding the two large culverts on this stretch of rural road has been rapidly deteriorating for over nine years due to erosion and soil conditions, presenting a significant and urgent safety concern for the traveling public, as this road serves not only residents, but recreational and commercial users.

In Nov. 2021 Cibola County was awarded \$1,250,000 in NMDOT Transportation Project Funding for the Planning and Engineering Design of County Road 1. The first RFP that Cibola County released for engineering services did not receive responses, but after re-releasing, we have contracted with a qualified engineering firm, and Notice to Proceed was issued in late 2023. The project is moving forward quickly. Conceptual Design is tentatively scheduled to be completed Mid-May 2024 and the combined 30/60% plans are scheduled to be completed in July 2024. The current projected date for the completion of the PS&E plans is Nov. 2024. Due to the urgent nature of the safety concerns for this project, Cibola County is requesting FY 25 funding for Construction of this project, in which we anticipate the design to be completed by the end of 2024 or early 2025.

Cibola County is requesting \$4,300,000 for Construction of County Road 1. The County has allocated funds in our FY25 budget to meet the required match amount of 5% of overall project costs. On March 28<sup>th</sup>, 2024, Cibola County Commission passed Resolution 24-19 In Sponsorship of this application. The resolution is included in the application documentation.

Cibola County will be able to start expending grants funds less than 2 months after the General Contractor has been awarded to this project.

Thank you for your consideration of Cibola County's Transportation Project Fund Grant Application for County Road 1-Construction. We look forward to working with NMDOT staff and NWNMRTPO members on this critical bridge and road construction project.

Sincerely,

Kate Fletcher  
Cibola County Manager



**BOARD OF COUNTY COMMISSIONERS  
RESOLUTION 24-19**

**DECLARING THE ELIGIBILITY AND INTENT OF THE COUNTY TO SUBMIT AN  
APPLICATION TO THE NEW MEXICO DEPARTMENT OF TRANSPORTATION  
(NMDOT) FOR FISCAL YEAR 25 (FY25) FOR LOCAL GOVERNMENT  
TRANSPORTATION PROJECT FUNDS (TPF)**

**WHEREAS**, the Cibola County Board of Commissioners met upon notice of meeting duly published at the Cibola County Administration Building, 700 East Roosevelt Ave., Suite 50, Grants, NM 87020, on March 28, 2024, at 5:00 p.m. as required by law; and,

**WHEREAS**, the Board of County Commissioners possesses the powers of the county as body politic and corporate, NMSA 1978, Section 4-38-1, granting it the legal authority to apply for, receive, and administer state funds; and,

**WHEREAS**, Cibola County is submitting an FY25 application for New Mexico funds in the amount of **\$4,300,000** as set forth by State legislation; and,

**WHEREAS**, the Construction of CR-1 Bridge Replacement and Roadway Improvements Project named in the TPF application is an eligible project under the New Mexico TPF requirements; and,

**WHEREAS**, Cibola County acknowledges availability of the required local match of five percent (5%) for the State of New Mexico; and,

**WHEREAS**, Cibola County agrees to pay any costs that exceed the project amount if the application is selected for funding; and,

**WHEREAS**, Cibola County agrees to maintain the project constructed with LGTPF monies for the useable life of the project.

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

1. The County authorizes **Kate Fletcher, County Manager** or her designee to submit an application for FY25 New Mexico LGTPF monies in the amount of **\$4,300,000** from the New Mexico Department of Transportation (NMDOT) on behalf of the County.

2. Cibola County assures the NMDOT that if TPF funding is awarded, sufficient funding for the local match is available, and that any costs exceeding the requested project amount will be paid for by Cibola County.
3. Cibola County assures the NMDOT that if awarded LGTPF, sufficient funding for the operation and maintenance of the LGTPF project will be available for the life of the project.
4. That **Kate Fletcher, County Manager** or her designee is authorized to enter into a Cooperative Project Agreement with the NMDOT for the LGTPF project using these funds as set forth by state legislation on behalf of the residents of the County. **Kate Fletcher, County Manager** is also authorized to submit additional information as may be required and act as the official representative of the County in this and subsequent related activities.

**APPROVED, ADOPTED, AND PASSED** on this 28<sup>th</sup> day of March 2024.

**BOARD OF COUNTY COMMISSIONERS**

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Christine Lowery, Chair

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Ralph Lucero, 1<sup>st</sup> Vice-Chair

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Daniel Torrez, 2<sup>nd</sup> Vice-Chair

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Martha Garcia, Commissioner

---

Robert Windhorst, Commissioner

ATTEST:

---

Michelle E. Dominguez  
Cibola County Clerk

**TRANSPORTATION PROJECT FUND  
PROJECT FEASIBILITY FORM (PFF)**  
MPO/RTPO: NWNMRTPO

**GENERAL INFORMATION**

Preparation Date: 03.12.2024

Project Title: C-1 Marquez Road Imp & Bridge Replacement

Requesting T/LPA: Cibola County  
(Applicant)

Is there an approved Governing Body resolution for this application

☒ YES ☐ NO ☐ PENDING If pending, date expected 03.28.24

**Responsible Charge**

Name: Judy Horacek

Phone: 505-285-2557

Title: Projects Coord.

Email: judy.horacek@co.cibola.nm.us

**PROJECT DESCRIPTION**

Project Type (Check all that apply):

☒ ROADWAY ☒ BRIDGE ☒ SAFETY ☐ PLANNING/DESIGN ☐ OTHER

If you chose "OTHER" please clarify here: Construction Management

Project Scope: Requesting funding for phase 2-Construction to stabilize the stream channel, stabilizing and improve the bridge structure, adding guard rails and improve roadway drainage issues on both sides of the road.

Is the request to address a bridge on the NMDOT's Local Bridge Priority List for Replacement/Rehabilitation?  
☒ NO ☐ YES If yes, please indicate bridge #: \_\_\_\_\_

Is the request to continue or advance a phase of a previous project?  
☐ NO ☒ YES If yes, please indicate funding sources and scope of previous phase below.

Funding Source: NMDOT TPF Grant Contract# D19170, Control # HW2LP60027

Previous Phase Project Scope: Phase 1-Design and Planning

Completion Date of Previous Phase: Has not been determined

Current Phase being requested: Construction, Planning, Engineering, Construction Mmgt.

**Project Location**

Route Number and/or Street Name: County Road 1-Marquez Road

**Project Termini:**

Beginning Mile point and/or intersection: 4.2-13.5 Miles East of NM 279

Ending Mile point and/or intersection: 4.3

Total length of proposed project: .1 mile

**NOTE: A local government project that is located in full or in part within a department right-of-way or NHS route must be administered in accordance with the "Tribal/Local Public Agency Handbook".**

**A local government project that ties into, connects or crosses a department right-of-way or an NHS route, or when the project may have an effect on existing improvements within department rights-of-way, requires the approval of the department.**

Is the project located in full or in part within a department right-of-way or NHS route?

☒ NO ☐ YES If yes, the project must be administered in accordance with the Tribal/Local Public Agency Handbook and follow all requirements and procedures.

Does the project tie into, connect or cross a department right-of-way or an NHS route, or will the project have an effect on existing improvements within a NMDOT right-of-way? "Letter of Approval" from the NMDOT District Engineer?

☒ NO ☐ YES If yes, a "Letter of Approval" is required from the NMDOT District Engineer.

Will the project impact known environmental and/or cultural resources?

☒ NO ☐ YES If yes, please clarify \_\_\_\_\_

Is this project tied to any past or future federal funding?

☐ NO ☒ YES If yes, please identify \_\_\_\_\_

☒ NO ☐ YES Does the Local Entity intend to apply for Match Waiver Funding?

**Project Phases** to be included in request (Check all that apply):

☒ *PLANNING*

☐ *PRELIMINARY ENGINEERING/DESIGN*

☒ *CONSTRUCTION*

☒ *CONSTRUCTION MANAGEMENT & TESTING*

☒ *RIGHT OF WAY ACQUISITION\**

\* Projects that are for ROW acquisition will need to follow NMDOT ROW acquisition requirements if the entity intends to utilize federal funding in any subsequent project phase.



## PROJECT COSTS:

Column A (Not Phased)			Column B (Phased)	
If project is <b>not</b> phased, complete column A only.  If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			Total Phases No. (1, 2, 3, I, II, III, etc.): <b>2</b>  The amount below represents the cost of the entire project and will be greater than Column A.	
			Total Project Cost: <b>\$5,550,000</b>	
<b>Percentage Estimates:</b>			Phased projects are usually large and divided into parts or phases. Please clarify how the requested project funding relates to the total overall project. Identify future phases and estimated costs. Control # HW2LP60027 Phase I-Planning Phase1-Design-Awarded-\$1.25M-In Process Phase2-Requesting \$4,300,000 for Construction	
Total Local Match	5%	\$215,000		
Total State Share	95%	\$4,085,000		
<b>Total cost</b>	<b>100%</b>	<b>\$4,300,000</b>		

T/LPA REVIEW:			
By: Judy Horacek	Date: 04.01.24	Recommended:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
NMDOT DISTRICT REVIEW:			
By:	Date:	Recommended:	<input type="checkbox"/> Yes <input type="checkbox"/> No

NMDOT District comments.

NMDOT Environmental Bureau comments.

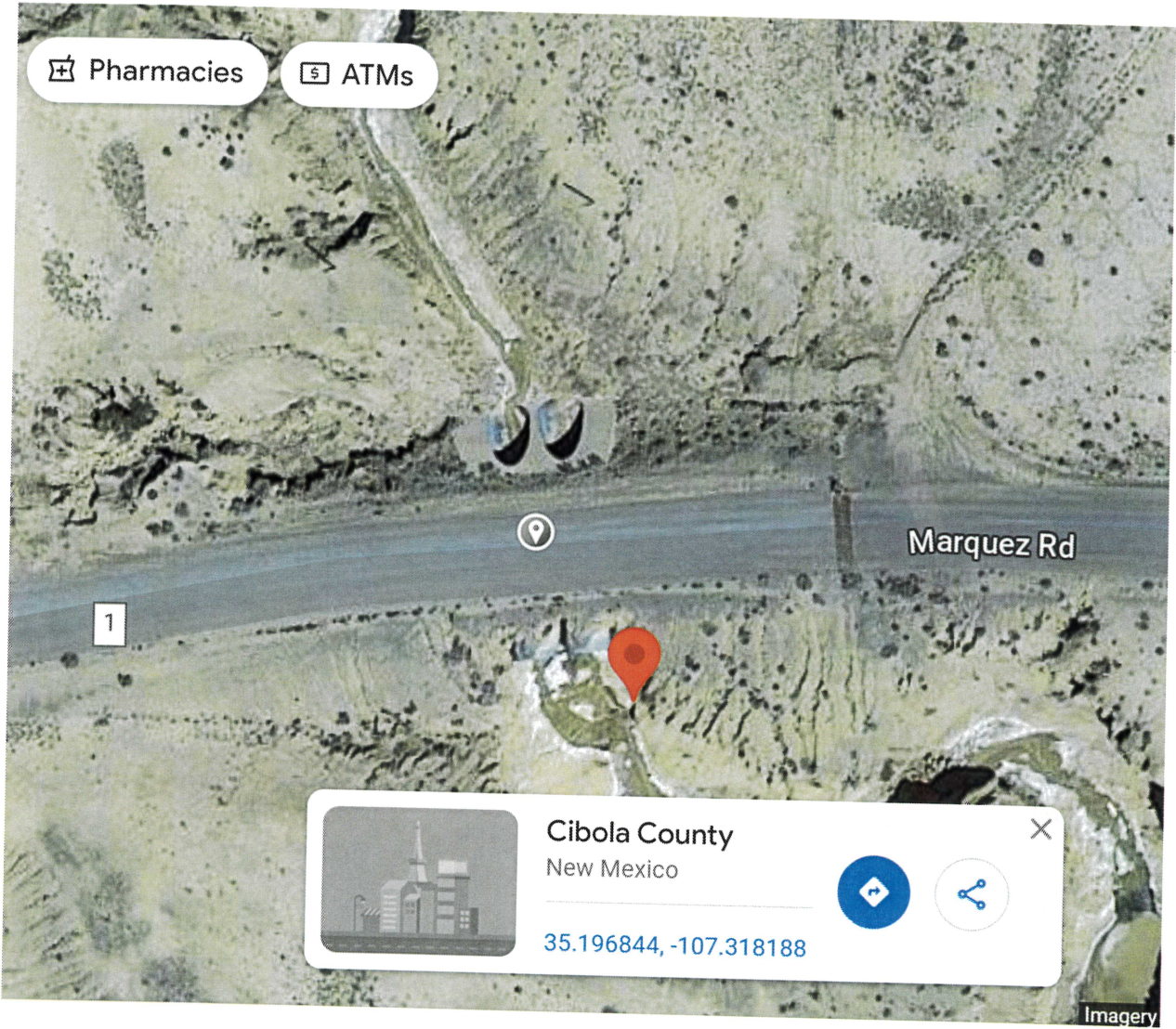
**Topics to discuss during all PFF meetings:**

- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Does the T/LPA have the minimum match required for the project? If not, does the T/LPA intend to apply for a match waiver?
- Does the T/LPA have a good track record for responsible use/tracking of state funds? Have they met closeout deadlines? Have they successfully completed other state funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

**Additional topics to discuss during PFF meetings ONLY if project is on or intersects with an NMDOT or NHS route:**

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- Is the project within NMDOT ROW? If so, does the district support the project?
  - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA must follow the NMDOT specifications as outlined in the "Specs for Highway and Bridge Construction" unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.

CR-1 Bridge 35.196844, -107.318188





# 10e. New Business

## Resolution 24-20

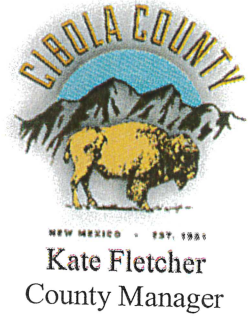
NMDOT TPF Grant Application-CR 8-Planning  
and Design



**Cibola County Commission**

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

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



04.01.2024  
Lisa Vega-NMDOT District 6 Engineer  
191 Pinon Drive  
Milan, NM 87021

**RE: Cibola County's Transportation Project Fund PFF Application for Planning and Design for County Road 8-Water Canyon Road**

Dear Lisa Vega,

Cibola County is submitting a Transportation Project Fund (TPF) Application for Planning and Design for County Road-8-Water Canyon Road, Widening and Reconstruction of Roadway. County Road 8 is a school bus route that is deteriorating along the west edge of the roadway from erosion and heavy bus traffic. This project can be completed in phases. The first phase would be planning and design and may include construction to address off roadway drainage issues. The second phase would be full construction, including the installation of larger culverts to address water flow issues, equipping of the road, and signage.

Cibola County is requesting phase 1 funding, in the amount of \$750,000 for CR-8, to plan and design, including geotechnical studies, drainage studies, survey, right of way, and other studies as needed to address narrowing of the roadway, culverts not being large enough to withstand the water flows from the northern mountains above Cubero and other issues that may need to be further investigated during the plan and design phase. These funds may also be used for construction during the planning phase.

Cibola County has allocated funds in our FY25 budget to meet the required match amount of 5% of overall project costs. On March 28, 2024, Cibola County Commission passed Resolution 24-20 for Sponsorship of this application. The resolution is included in the application documentation.

Cibola County will be able to start expending the grant funds soon after an engineering firm has been awarded for this project.

Thank you for your consideration of Cibola County's Transportation Project Fund Grant Application for County Road 8. We look forward to working with NMDOT staff on this essential road reconstruction planning project.

Sincerely,

Kate Fletcher  
Cibola County Manager





**BOARD OF COUNTY COMMISSIONERS  
RESOLUTION 24-20**

**DECLARING THE ELIGIBILITY AND INTENT OF THE COUNTY TO SUBMIT AN  
APPLICATION TO THE NEW MEXICO DEPARTMENT OF TRANSPORTATION  
(NMDOT) FOR FISCAL YEAR 25 (FY25) FOR LOCAL GOVERNMENT  
TRANSPORTATION PROJECT FUNDS (TPF)**

**WHEREAS**, the Cibola County Board of Commissioners met upon notice of meeting duly published at the Cibola County Administration Building, 700 East Roosevelt Ave., Suite 50, Grants, NM 87020, on March 28, 2024, at 5:00 p.m. as required by law; and,

**WHEREAS**, the Board of County Commissioners possesses the powers of the county as body politic and corporate, NMSA 1978, Section 4-38-1, granting it the legal authority to apply for, receive, and administer state funds; and,

**WHEREAS**, Cibola County is submitting an FY25 application for New Mexico funds in the amount of **\$750,000** as set forth by State legislation; and,

**WHEREAS**, the CR-8 Planning and Design and Road Widening Project named in the TPF application is an eligible project under the New Mexico TPF requirements; and,

**WHEREAS**, Cibola County acknowledges availability of the required local match of five percent (5%) for the State of New Mexico; and,

**WHEREAS**, Cibola County agrees to pay any costs that exceed the project amount if the application is selected for funding; and,

**WHEREAS**, Cibola County agrees to maintain the project constructed with TPF monies for the useable life of the project.

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

1. The County authorizes **Kate Fletcher, County Manager** or her designee to submit an application for FY25 New Mexico TPF monies in the amount of **\$750,000** from the New Mexico Department of Transportation (NMDOT) on behalf of the County.
2. Cibola County assures the NMDOT that if TPF funding is awarded, sufficient funding for the local match is available, and that any costs exceeding the requested project amount will be paid for by Cibola County.

3. Cibola County assures the NMDOT that if awarded TPF, sufficient funding for the operation and maintenance of the LGTPF project will be available for the life of the project.
4. That **Kate Fletcher, County Manager** or her designee is authorized to enter into a Cooperative Project Agreement with the NMDOT for the TPF project using these funds as set forth by state legislation on behalf of the residents of the County. **Kate Fletcher, County Manager**, is also authorized to submit additional information as may be required and act as the official representative of the County in this and subsequent related activities.

**APPROVED, ADOPTED, AND PASSED** on this 28<sup>th</sup> day of March 2024.

**BOARD OF COUNTY COMMISSIONERS**

---

Christine Lowery, Chair

---

Ralph Lucero, 1<sup>st</sup> Vice-Chair

---

Daniel Torrez, 2<sup>nd</sup> Vice-Chair

---

Martha Garcia, Commissioner

---

Robert Windhorst, Commissioner

ATTEST:

---

Michelle E. Dominguez  
Cibola County Clerk

**TRANSPORTATION PROJECT FUND  
PROJECT FEASIBILITY FORM (PFF)  
MPO/RTPO: NWNMRTPO**

**GENERAL INFORMATION**

Preparation Date: 03.12.24

Project Title: C-8 Water Canyon Road

Requesting T/LPA: Cibola County  
(Applicant)

Is there an approved Governing Body resolution for this application  
☒ YES ☐ NO ☐ PENDING If pending, date expected 03.28.24

**Responsible Charge**

Name: Judy Horacek

Phone: 505-285-2557

Title: Projects Coord

Email: judy.horacek@co.cibola.nm.us

**PROJECT DESCRIPTION**

**Project Type** (Check all that apply):

☒ ROADWAY ☐ BRIDGE ☒ SAFETY ☒ PLANNING/DESIGN ☐ OTHER

If you chose "OTHER" please clarify here: \_\_\_\_\_

**Project Scope:** Requesting funding for planning, preliminary engineering, engineering

and design, ROW studies, geo-technical studies, and survey to determine how to widen this road, possible construction needed for this 1st phase. Termini Intersection of Camino Rael to Encinal Road at the Cattle Guard

Is the request to address a bridge on the NMDOT's Local Bridge Priority List for Replacement/Rehabilitation?

☒ NO ☐ YES If yes, please indicate bridge #: \_\_\_\_\_

Is the request to continue or advance a phase of a previous project?

☒ NO ☐ YES If yes, please indicate funding sources and scope of previous phase below.

Funding Source: \_\_\_\_\_

Previous Phase Project Scope: \_\_\_\_\_

Completion Date of Previous Phase: \_\_\_\_\_

Current Phase being requested: \_\_\_\_\_

**Project Location**

Route Number and/or Street Name: C-8

**Project Termini:**

Beginning Mile point and/or intersection: 0

Ending Mile point and/or intersection: 2.5

Total length of proposed project: 2.5 miles Intersection of Camino Rael to Encinal Road at the Cattle Guard

**NOTE: A local government project that is located in full or in part within a department right-of-way or NHS route must be administered in accordance with the "Tribal/Local Public Agency Handbook".**

**A local government project that ties into, connects or crosses a department right-of-way or an NHS route, or when the project may have an effect on existing improvements within department rights-of-way, requires the approval of the department.**

Is the project located in full or in part within a department right-of-way or NHS route?

☒ NO ☐ YES If yes, the project must be administered in accordance with the Tribal/Local Public Agency Handbook and follow all requirements and procedures.

Does the project tie into, connect or cross a department right-of-way or an NHS route, or will the project have an effect on existing improvements within a NMDOT right-of-way? "Letter of Approval" from the NMDOT District Engineer?

☒ NO ☐ YES If yes, a "Letter of Approval" is required from the NMDOT District Engineer.

Will the project impact known environmental and/or cultural resources?

☒ NO ☐ YES If yes, please clarify \_\_\_\_\_

Is this project tied to any past or future federal funding?

☐ NO ☐ YES If yes, please identify No

☒ NO ☐ YES Does the Local Entity intend to apply for Match Waiver Funding?

**Project Phases** to be included in request (Check all that apply):

☒ *PLANNING*

☒ *PRELIMINARY ENGINEERING/DESIGN*

☒ *CONSTRUCTION*

☒ *CONSTRUCTION MANAGEMENT & TESTING*

☒ *RIGHT OF WAY ACQUISITION\**

\* Projects that are for ROW acquisition will need to follow NMDOT ROW acquisition requirements if the entity intends to utilize federal funding in any subsequent project phase.

**PROJECT COSTS:**

Column A (Not Phased)			Column B (Phased)
<p>If project is <b>not</b> phased, complete column A only.</p> <p>If project is phased, list the amount of funding being currently requested in Column A and complete Column B.</p>			Total Phases No. (1, 2, 3, I, II, III, etc.): <b>2</b>
			The amount below represents the cost of the entire project and will be greater than Column A.
			Total Project Cost: <b>\$4,000,000</b>
Percentage Estimates:			<p>Phased projects are usually large and divided into parts or phases. Please clarify how the requested project funding relates to the total overall project. Identify future phases and estimated costs.</p> <p>1: Planning, preliminary and 100% design, survey, geotech., ROW, possible construction. \$750,000</p> <p>2. Construction and Signage-*\$3,250,000. *Will have more accurate construction cost once 100% design is completed.</p>
Total Local Match	5%	\$37,500	
Total State Share	95%	\$712,500	
<b>Total cost</b>	<b>100%</b>	<b>\$ 750,000</b>	

T/LPA REVIEW:			
By: Judy Horacek	Date: 03.29.24	Recommended:	<input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No
NMDOT DISTRICT REVIEW:			
By:	Date:	Recommended:	<input type="checkbox"/> Yes <input type="checkbox"/> No

<u>NMDOT District comments.</u>
<u>NMDOT Environmental Bureau comments.</u>



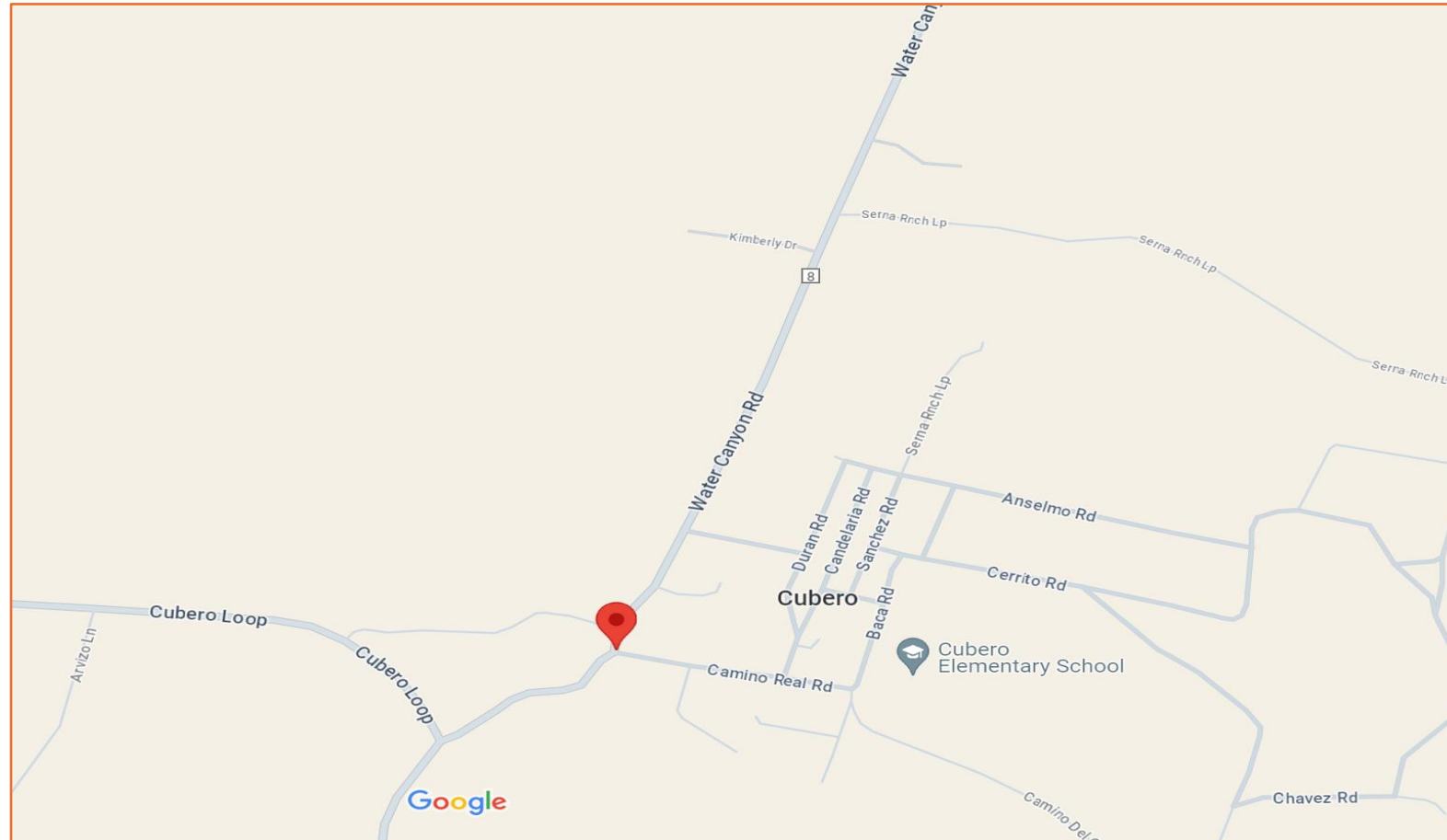
**Topics to discuss during all PFF meetings:**

- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Does the T/LPA have the minimum match required for the project? If not, does the T/LPA intend to apply for a match waiver?
- Does the T/LPA have a good track record for responsible use/tracking of state funds? Have they met closeout deadlines? Have they successfully completed other state funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

**Additional topics to discuss during PFF meetings ONLY if project is on or intersects with an NMDOT or NHS route:**

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- Is the project within NMDOT ROW? If so, does the district support the project?
  - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA must follow the NMDOT specifications as outlined in the "Specs for Highway and Bridge Construction" unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.

# Cibola County Road 5-Water Canyon Road



**GPS LOCATION 35.085035, -107.521461**



# 10f. New Business

## Resolution 24-21

FY24 Annual Certified County Maintained  
Mileage Report

**Cibola County Commission**

Christine Lowery, Chair  
Ralph Lucero, 1<sup>st</sup> Vice-Chair  
Daniel J. Torrez, 2<sup>nd</sup> Vice-Chair  
Martha Garcia, Commissioner  
Robert Windhorst, 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. 2024-21**

**Annual Certified County Maintained Mileage Report**

**Fiscal Year 2024**

- WHEREAS,** the undersigned are the duly elected and qualified members of the governing body of Cibola County; and
- WHEREAS,** the maintained mileage of County roadways is the responsibility of the Board of Commissioners; and
- WHEREAS,** the New Mexico Department of Transportation has notified Cibola of the 2024 Annual Certified County maintained Mileage Report.
- WHEREAS,** total mileage for Cibola County Maintained Roads for 2024 is 340.973 miles.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CIBOLA COUNTY BOARD OF COMMISSIONERS SUBMITS ITS 2024 ANNUAL CERTIFIED COUNTY MAINTAINED MILEAGE REPORT.**

**APPROVED, ADOPTED, AND PASSED** on this 28th day of March 2024.

**THE BOARD OF COUNTY COMMISSIONERS:**

\_\_\_\_\_  
Christine Lowery, Chair

\_\_\_\_\_  
Ralph Lucero, 1<sup>st</sup> Vice-Chair

\_\_\_\_\_  
Daniel J. Torrez, 2<sup>nd</sup> Vice-Chair

\_\_\_\_\_  
Martha Garcia, Commissioner

\_\_\_\_\_  
Robert Windhorst, Commissioner

**ATTEST:**

\_\_\_\_\_  
Michelle E Dominguez, County Clerk



- 1 = Paved Roadway
- 2 = Graveled Roadway
- 3 = Dirt Roadway
- 4 = Other Surface Type

\*NOTE: On column 5, (Mileage length of Maintained Section); report mileage or section of route that is actually being maintained by the county.





# 10g. New Business

## RFP#2024-003

Contract for Legal Services

# FINAL PROPOSAL SCORE SHEET

RFP NO. 2024-003 LEGAL SERVICES

## CRITERIA/FACTORS

Committee Member: 1

PROPOSALS	1. Professional Qualifications	2. Office Facilities	3. Accessibility	4. Experience with New Mexico Local County Government	5. Experience with Contract Law	6. Experience with employment Law	7. Experience with Procurement Law	8. Experience with Criminal Law	9. Experience with Tort Litigation	10. Experience with Union Contract Negotiations	11. References	12. Cost	Total Points (1,200 Possible)
POINTS	200 POINTS	100 POINTS	250 POINTS	200 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	100 POINTS	TOTALS
NANCE, PATO & STOUT, LLC	200	100	250	200	50	50	50	50	50	50	50	100	1200

## CRITERIA/FACTORS

Committee Member: 2

PROPOSALS	1. Professional Qualifications	2. Office Facilities	3. Accessibility	4. Experience with New Mexico Local County Government	5. Experience with Contract Law	6. Experience with employment Law	7. Experience with Procurement Law	8. Experience with Criminal Law	9. Experience with Tort Litigation	10. Experience with Union Contract Negotiations	11. References	12. Cost	Total Points (1,200 Possible)
POINTS	200 POINTS	100 POINTS	250 POINTS	200 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	100 POINTS	TOTALS
NANCE, PATO & STOUT, LLC	200	100	250	200	50	50	50	50	50	50	50	100	1200

## CRITERIA/FACTORS

Committee Member: 3

PROPOSALS	1. Professional Qualifications	2. Office Facilities	3. Accessibility	4. Experience with New Mexico Local County Government	5. Experience with Contract Law	6. Experience with employment Law	7. Experience with Procurement Law	8. Experience with Criminal Law	9. Experience with Tort Litigation	10. Experience with Union Contract Negotiations	11. References	12. Cost	Total Points (1,200 Possible)
POINTS	200 POINTS	100 POINTS	250 POINTS	200 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	50 POINTS	100 POINTS	TOTALS
NANCE, PATO & STOUT, LLC	200	100	250	200	50	50	50	50	50	50	50	100	1200

AUDIT FIRM	GRAND TOTAL
NANCE, PATO & STOUT, LLC	3600

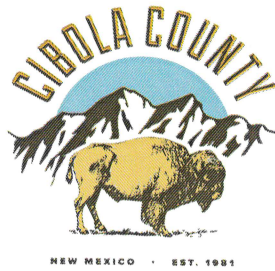


# 10h. New Business

## Resolution 24-24

Law Enforcement Retention Fund Use Policy





CIBOLA COUNTY  
BOARD OF COUNTY COMMISSIONERS

**RESOLUTION 2024-24**  
**LAW ENFORCEMENT RETENTION FUND USE POLICY**

**WHEREAS**, the Cibola County Board of Commissioners met upon notice of meeting duly published at the Cibola County Administration Building, 700 East Roosevelt Ave., Suite 50, Grants, NM 87020, on March 28, 2024, at 5:00 p.m. as required by law; and,

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

**WHEREAS**, Larry Diaz is the duly elected Sheriff of Cibola County with the authority to appoint and direct deputies pursuant to NMSA 1978, Section 4-41-5 (1975) to perform the duties of said office; and,

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

**WHEREAS**, NMSA 1978, Section 4-41-6 (1975) provides that “[e]ach county is authorized and empowered to establish by ordinance a merit system for the hiring, promotion, discharge and general regulation of the deputies and the employees of the county sheriff’s office. The ordinance may, in the discretion of the board of county commissioners, provide for the classification of deputies and other employees and their probationary periods, service ratings, pay scales and ranges, the number of hours of work per week and the methods of employment, promotion, demotion and discharge of such deputies and employees within the limits provided by law;” and,

**WHEREAS**, the Board has adopted a merit system ordinance, the Cibola County Personnel Policy; and,

**WHEREAS**, Article IV, Section 27; [n]o law shall be enacted giving any extra compensation to any public officer, servant, agent or contractor after services are rendered or contract made; nor shall the compensation of any officer be increased or diminished during his term of office, except otherwise provided in this constitution; and,

**WHEREAS**, the NM Attorney General's Opinion dated June 4, 2004 explains that while retroactive "bonuses" are unconstitutional, the constitution does not preclude a public employer from considering its employees' past performance and years of service when deciding how to compensate them, as long as the employees are paid in return for future services; and,

**WHEREAS**, pursuant to the Law Enforcement Retention Fund Act NMSA 1978, Section 9-19-14 (D) (2022) "[a] law enforcement officer shall receive a retention differential disbursement in the amount of five percent of the law enforcement officer's salary upon reaching four, nine, fourteen and nineteen years of service from the anniversary of the law enforcement officer's date of hire with that law enforcement agency; provided that:

(1) the law enforcement officer remains employed as a law enforcement officer with that same law enforcement agency for one additional year; and (2) the retention differential disbursement shall be calculated based on the salary of the law enforcement officer on those dates.

**NOW THEREFORE**, be it resolved by the Board of County Commissioners that the following hiring program is hereby implemented:

**IT IS THEREFORE RESOLVED THAT:**

This resolution when passed by the County of Cibola ("County") provides that:

- A. Deputy Sheriffs who have reached four, nine, fourteen and nineteen year of service from their date of hire with the Sheriff's Office shall become eligible for the LERF application.
- B. Once found eligible by the Department of Public Safety, the eligible Deputy Sheriffs can receive the retention differential after their 5th, 10th, 15th, and 20th years of service.
- C. This policy is contingent upon receipt of funds from the State of New Mexico for this purpose, if funds are not received for any given year the plan will not be implemented that year.
- D. If the funds received are insufficient to permit the total disbursements provided above the County, shall reduce that allocation to the maximum amount permitted by available money in the in proportional amounts.
- E. Deputies who are eligible for this retention funding shall execute a promissory note prior to receiving the funds promising to return the funds in full to the County if that deputy voluntarily leaves employment with Cibola County withing in one year of the receipt of the funds. The form of promissory note is attached to this resolution.
- F. Funds distributed should be paid to deputies no later than 30 days following the date the deputy attains their 5th, 10th, 15th, and 20th years of service.
- G. Tax liability for FICA and Medicare must be paid in accordance with applicable law.
- H. Funds received by those deputies who are projected to but who have not yet attained eligibility therefore, will be placed in an interest bearing account.



**APPROVED, ADOPTED, AND PASSED** on this 28<sup>th</sup> day of March 2024.

\_\_\_\_\_  
Christine Lowery, Chair

\_\_\_\_\_  
Ralph Lucero, 1<sup>st</sup> Vice-Chair

\_\_\_\_\_  
Daniel Torrez, 2<sup>nd</sup> Vice-Chair

\_\_\_\_\_  
Ralph Lucero, Commissioner

\_\_\_\_\_  
Robert Windhorst, Commissioner

ATTEST:

\_\_\_\_\_  
Michelle E. Dominguez  
Cibola County Clerk

**SHERIFF**

\_\_\_\_\_  
Larry Diaz, County Sheriff

\_\_\_\_\_  
Date



### PROMISSORY NOTE

**WHEREAS**, pursuant to NMSA 1978 Section 4-38-1 (1884) the powers of a county as a body politic and corporate shall be exercised by a board of county commissioners; and,

**WHEREAS**, NMSA 1978 Section 4-38-19 (B) (1973) provides that, “[a] board of county commissioners may employ and set the salary of a County Manager to conduct the business of the county, to serve as personnel officer, fiscal director, budget officer, property custodian and to act generally as the administrative assistant to the board, aiding and assisting it in the exercise of its duties and responsibilities;” and,

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

**WHEREAS**, NMSA 1978, Section 4-41-6 (1975) provides that “[e]ach county is authorized and empowered to establish by ordinance a merit system for the hiring, promotion, discharge and general regulation of the deputies and the employees of the county sheriff's office. The ordinance may, in the discretion of the board of county commissioners, provide for the classification of deputies and other employees and their probationary periods, service ratings, pay scales and ranges, the number of hours of work per week and the methods of employment, promotion, demotion and discharge of such deputies and employees within the limits provided by law;” and,

**WHEREAS**, Article IV, Section 27; states that “[n]o law shall be enacted giving any extra compensation to any public officer, servant, agent or contractor after services are rendered or contract made; nor shall the compensation of any officer be increased or diminished during his term of office, except otherwise provided in this constitution;” and,

**WHEREAS**, the NM Attorney General's Opinion dated June 4, 2004 explains that while retroactive "bonuses" are unconstitutional, the constitution does not preclude a public employer from considering its employees' past performance and years of service when deciding how to compensate them, as long as the employees are paid in return for future services; and,

**WHEREAS**, the Law Enforcement Retention Fund Act, NMSA 1978, Section 9-19-14 provides that "[t]he program shall also establish appropriate guidelines on the use of those funds, including recruitment and retention stipends [ ];"

**WHEREAS**, on March 28, 2024 the Board of County Commissioner adopted Resolution 2024-24 providing for the expenditure of Law Enforcement Protection Funds pursuant to NMSA 1978, Section 9-19-14 (2022); and,

**WHEREAS**, NMSA 1978, Section 9-19-14 (D) (2022) requires officers who receive the one time payment to continue to work for at least and additional year with the agency; and,

**WHEREAS**, Deputy \_\_\_\_\_ has accepted the funds.

**NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:**

**FOR VALUE RECEIVED by accepting the funds herein described Deputy \_\_\_\_\_, ("Maker"), promises to pay to the order of the County of Cibola ("Holder"), the principal sum of \$ \_\_\_\_\_, with interest on the unpaid principal balance of this promissory note at the rate of 4.5% per annum, in full in the event the Maker leaves County withing one year from the date of approval of this Promissory Note.**

Payments by Maker shall not be deemed made until received by the Cibola County Manager. If the payment due pursuant to this promissory note is not paid when due, then Maker shall be in default under this promissory note.

Presentment, notice of dishonor, and protest are hereby waived by Maker and all sureties, guarantors and endorsers hereof. This promissory note shall be the joint and several obligation of all makers, sureties, guarantors and endorsers, and shall be binding upon them and their successors and assigns.

Forbearance of enforcement of any of Holder's rights or remedies under this promissory note shall not constitute a waiver or release of any such rights or remedies. A waiver of a right or remedy on any one occasion shall not be construed as a bar to or waiver of any such right or remedy on any other occasion.

Any notice to Maker or Holder shall be given by mailing such notice by certified mail-return receipt requested, addressed to Maker or Holder, as the case may be, at the address shown below for Makers or Holders, or to such other address as Makers or Holders may specify in writing to the other party from time to time.

MAKER:

Deputy \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip \_\_\_\_\_

HOLDER:

County of Cibola  
Attn: County Manager  
700 E. Roosevelt Ave., Suite 50  
Grants, NM 87020

In the event that Holders retain an attorney in order to enforce the terms of this promissory note, Maker shall pay Holders' costs of collection and a reasonable attorney's fee, in addition to any other relief to which Holder may be entitled.

**IN WITNESS WHEREOF, MAKERS EXECUTE THIS PROMISSORY NOTE AS OF THE DATE WRITTEN BELOW.**

MAKER:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Deputy

THE COUNTY OF CIBOLA

Dated: \_\_\_\_\_

BY: \_\_\_\_\_  
Kate Fletcher, Manager



10i. (1) New Business

Requisitions Over  
\$20,000

Wildland Fire Protection Uniforms &  
Equip/Artesia Fire Equip/Laguna Fire

\$44,684.35



# REQUISITION ORDER



<b>DATE :</b> February 19, 2024	<b>DEPARTMENT:</b> Laguna Fire Protection	<b>QUOTE OBTAINED BY:</b> Scottie Aragon
<b>VENDOR NAME:</b> Artesia Fire Equipment	<b>QUOTE #1</b>	<b>QUOTE #2</b>
<b>CONTACT NAME:</b> Glenda Perry		<b>QUOTE #3</b>
<b>PHONE:</b> 505-477-9055		
<b>FAX:</b>		

NO.	DESCRIPTION	UNIT COST	EXTENSION	UNIT COST	EXTENSION	UNIT COST	EXTENSION
7	LI-PSGQ10159 Bunker Coat	1605.00	11,235.00				
7	LI-LTSL2YNS Scotchlite Letters	32.00	224.00				
7	LI-LP Lettering Patch	20.00	140.00				
7	LI-LPV2 Hook and Loop Kit	24.75	173.25				
7	LI-LTSL2YNS Letter Swen to Patch	31.50	220.50				
7	LI-PSGQ10159 Bunker Pant	957.50	6,702.50				
7	LI-LFH8120D Helmet	460.00	3,220.00				
9	PCS-6-3 Helmet Shield	85.00	765.00				
7	MAJ-PACIIWhite Nomex Hood	48.00	336.00				
1	THO-504-6389 Women's Bunker Boots	450.00	450.00				
6	THO-804-6389 Bunker Boots	450.00	2,700.00				
7	SBY-52226 Shelby Bunker Gloves	98.75	691.25				
7	SGS-K900G4 Safety Gloves	32.00	224.00				
5	LAK-C+ANSIP Safety Jacket	180.00	900.00				
1	LAK-C+ANSIP Safety Jacket 2XL	202.25	202.25				
1	LAK-C+ANSIO Safety Jacket 4 KL	216.00	216.00				
5	WSS-WLS0205 Wildland Brush Shirt	182.00	910.00				
2	WSS-WLS0205 Wildland Brush Shift XL	209.30	418.60				
5	WSS-WLP0108 Wildland Brush Pants	290.00	1,450.00				
1	WSS-WLP0108 Wildland Brush Pants XL	319.00	319.00				
1	WSS-WLP0108 Wildland Brush Pants XXL	333.50	333.50				
3	SC-201215-02 Scott AV-3000 Mask	360.00	1,080.00				
1	SC-201215-03 Scott AV-3000 Mask Lg	360.00	360.00				
6	RB-911IM-RD Gear Bag	72.00	432.00				
Continued on Next Page:							

<b>SUBTOTAL FOR SELECTED ITEMS</b>	33,702.85				
<b>TOTAL LABOR/ SERVICE COSTS</b>					
<b>TOTAL GROSS RECEIPTS TAX</b>					
<b>TOTAL SHIPPING/ FREIGHT COSTS</b>					
<b>GRAND TOTAL</b>	33,702.85				

<b>VENDOR</b>	Artesia Fire Equipment	<b>REASON SELECTED</b>	STATE CONTRACT	←
<b>ADDRESS</b>	7011 Huseman Pl SW Albuquerque, NM 87121	<b>CONTRACT/BID/RFP #</b>	SHR000022403	
<b>PURCHASING AGENT</b>	<b>CERTIFICATION</b>	<b>ESTIMATED DELIVERY</b>		
<b>ENDORSEMENT</b>	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.	<b>PURCHASE ORDER #</b>		
	If all three signatures are not obtained the purchase cannot move forward	<b>FUND NAME &amp; LINE ITEM #</b>	<b>AMOUNT</b>	
	<b>DEPARTMENT HEAD SIGNATURE</b>	<b>DESIGNEE SIGNATURE</b>	<b>FINANCE SIGNATURE</b>	
	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	

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.
2/14/2024	31330REV

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 505-287-9431 wendy@co.cibola.nm.us

SHIPPING ADDRESS
LAGUNA FIRE DEPARTMENT CHIEF SCOTT ARAGON saragon@lagunapueblo-nsn.gov (505) 552-1951

PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.	REP	FOB		TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.	GP	DESTINATION		Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL	
LI-PSGQ10159-COAT	LI-PSGQ10159-COAT - LION CSTM/F SUPER-DELUXE 7.0 OZ. ADVANCE TRADITIONAL TURNOUT COAT AS PER PSGQ10159-I COLOR: KHAKI (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, F. TABET)		7	1,605.00		11,235.00	
LI-LTSL2YNS	LI-LTSL2YNS - LION 2" LIME/YELLOW 3M SCOTCHLITE LETTERS SEWN TO LETTERING PATCH  L A G U N A F I R E		7	32.00		224.00	
LI-LP1	LI-LP1 - LION 4" X 18" ONE-LINE 7 OZ. ADVANCE LETTERING PATCH ABOVE HEM TRIM		7	20.00		140.00	
LI-LPV2	LI-LPV2 - LION FR HOOK & LOOP KIT TO ATTACH ABOVE LETTERING PATCH TO COAT		7	24.75		173.25	
LI-LTSL2YNS	LI-LTSL2YNS - LION 2" LIME/YELLOW 3M SCOTCHLITE LETTERS SEWN TO LETTERING PATCH (FF FIRST INITIAL AND LAST NAME)		7	31.50		220.50	
				TOTAL			

SIGNATURE

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PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT:	GP	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
LI-PSGQ10159-PANT	LI-PSGQ10159-PANT - LION POLM/F 7.0 OZ. ADVANCE RELIANT TURNOUT PANT W/LOW RISE WAIST AND EZH H-BACK QUICK ADJUST NON-STRETCH BLACK SUSPENDERS W/METAL LOOPS AS PER PSGQ10159-1 COLOR: KHAKI (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	957.50		6,702.50
LI-LFH8120D	LI-LFH8120D - LION AMERICAN LEGEND X TRADITIONAL-STYLE FIBERGLASS HELMET W/ESS FIREPRO GOGGLES, FLIP DOWN EYE SHIELDS, BLACK NOMEX FLANNEL EAR COVERS, 3M SCOTCHLITE REFLECTIVE LIME/YELLOW TRIM, BLACK KNIT NOMEX COVERED CUSHIONED HEADBAND, AND 6" BRASS EAGLE FRONT HOLDER COLOR: BLACK (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	460.00		3,220.00
				TOTAL		

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PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.		REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.		GP	DESTINATION	Net 30	
ITEM	DESCRIPTION			QTY	EACH	Availability	TOTAL
PCS-6-3	PCS-6-3 - PAUL CONWAY 6" BLACK LEATHER HELMET FRONT W/THREE RED PANELS, WHITE STANDARD BLOCK LETTERING, AND WHITE RAISED SEWN NUMBERS (J. CHAMPION, R. KONICO, J. NEEL, J. NIETO, J. PADILLA, P. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)			9	85.00		765.00
MAJ-PACIIWHITE	MAJ-PACIIWHITE - MAJESTIC WHITE NOMEX PAC II HOOD (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)			7	48.00		336.00
THO-504-6389	THO-504-6389 - THOROGOOD WOMEN'S LEATHER KNOCKDOWN ELITE STRUCTURAL BUNKER BOOTS (A. SARRACINO)			1	450.00		450.00
THO-804-6389	THO-804-6389 - THOROGOOD 14" LEATHER KNOCKDOWN ELITE STRUCTURAL BUNKER BOOTS (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, J. SKEEN, Z. WOODS)			6	450.00		2,700.00
					TOTAL		

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PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.	GP	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
SBY-5226	SBY-5226 - SHELBY FDP STYLE TAN PIGSKIN GLOVES W/O WRISTLET (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	98.75		691.25
SGS-K900G4	SGS-K900G4 - STAUFFER GLOVE & SAFETY GOATSKIN DRIVERS GLOVES WITH KEVLAR LINING AND KEYSTONE THUMB (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	32.00		224.00
LAK-C+ANSIP2	LAK-C+ANSIP2 - LAKELAND ANSI PLUS 2 TWO-JACKETS-IN-ONE 32" PARKA (J. CHAMPION, J. NEEL, J. PADILLA, A. SARRACINO, Z. WOODS)		5	180.00		900.00
LAK-C+ANSIP2	LAK-C+ANSIP2 - LAKELAND ANSI PLUS 2 TWO-JACKETS-IN-ONE 32" PARKA 2X-LARGE (J SKEEN)		1	202.25		202.25
LAK-C+ANSIP2	LAK-C+ANSIP2 - LAKELAND ANSI PLUS 2 TWO-JACKETS-IN-ONE 32" PARKA 4X-LARGE (R. KONICO)		1	216.00		216.00
				TOTAL		

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PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.	GP	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
SC-201215-02	SC-201215-02 - SCOTT AV-3000 HT FACEPIECE, MEDIUM w/KEVLAR HEADNET (J. CHAMPION, J. NEEL, Z. WOODS)		3	360.00		1,080.00
SC-201215-03	SC-201215-03 SCOTT AV-3000 HT FACEPIECE LARGE W/KEVLAR HEADNET (J. SKEEN)		1	360.00		360.00
RB-911IM-RD	RB-911IM-RD - R&B FABRICATIONS "IT'S THE BIG ONE" OVERSIZE GEAR BAG W/ MULTIPLE POCKETS AND MALTESE CROSS LOGO (32"L X 17"D X 16"H) COLOR: RED (J. NEEL, J. PADILLA, Z. WOODS)		6	72.00		432.00
RB-200MCXXX	RB-200MC-XXX - R & B FABRICATIONS SUPERSIZED GEAR BAG COLOR: RED (J. CHAMPION, R. KONICO, A. SARRACINO, J. SKEEN)		4	122.00		488.00
				TOTAL		

SIGNATURE

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SHIPPING ADDRESS
LAGUNA FIRE DEPARTMENT CHIEF SCOTT ARAGON saragon@lagunapueblo-nsn.gov (505) 552-1951

PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.		REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.		GP	DESTINATION	Net 30	
ITEM	DESCRIPTION			QTY	EACH	Availability	TOTAL
WSS-WLS0205	WSS-WLS0205 (OLD #WBST60Y) - CREW BOSS 6.0 OZ YELLOW NOMEX TRADITIONAL BRUSH SHIRT - STANDARD SIZES (J. CHAMPION, J. NEEL, J. PADILLA, A. SARRACINO, Z. WOODS)			5	182.00		910.00
WSS-WLS0205	WSS-WLS0205 (OLD #WBST60Y) - CREW BOSS 6.0 OZ YELLOW NOMEX TRADITIONAL BRUSH SHIRT - 15% OVERSIZE (R. KONICO, J. SKEEN)			2	209.30		418.60
WSS-WLP0108	WSS-WLP0108 - CREW BOSS 6.0 OZ SPRUCE GREEN BRUSH PANTS (J. CHAMPION, J. NEEL, J. PADILLA, A. SARRACINO, Z. WOODS)			5	290.00		1,450.00
WSS-WLP0108	WSS-WLP0108, CREW BOSS 6.0 OZ SPRUCE GREEN BRUSH PANTS - 10% OVERSIZE (RAY KONICO)			1	319.00		319.00
WSS-WLP0108	WSS-WLP0108, CREW BOSS 6.0 OZ SPRUCE GREEN BRUSH PANTS - 15% OVERSIZE (JOSHUA SKEEN)			1	333.50		333.50
					TOTAL		

SIGNATURE

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## Quotation

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SHIPPING ADDRESS
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PRICES MAY CHANGE AFTER: 3/15/2024

PRICES MAY CHANGE AFTER: 5/15/2024

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.	GP	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
BU-FH911HR	BU-FH911HR - WILDFIRE FULL BRIM HARD HAT STYLE WILDLAND HELMET COLOR: YELLOW (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	74.00		518.00
WSS-WLF0517	WSS-WLF0517 - CREW BOSS 7.0 OZ TECASAFE PLUS EAR, NECK, AND FULL FACE PROTECTOR - YELLOW (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	42.00		294.00
ESS-740-0283	ESS-740-0283 - ESS STRIKETEAM XTO WILDLAND GOGGLES WITH WRAPAROUND STRAP & DURABLE FACE PADDING (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	50.00		350.00
				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.
2/14/2024	31330REV

NAME / ADDRESS
Cibola County Purchasing Office 700 East Roosevelt Suite 50 Grants, NM 87020 505-287-9431 wendy@co.cibola.nm.us

SHIPPING ADDRESS
LAGUNA FIRE DEPARTMENT CHIEF SCOTT ARAGON saragon@lagunapueblo-nsn.gov (505) 552-1951

PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.	GP	DESTINATION	Net 30	
ITEM	DESCRIPTION		QTY	EACH	Availability	TOTAL
SBY-5002	SBY-5002 - SHELBY TAN/BLACK PIGSKIN WILDLAND GLOVES W/WRISTLET (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	60.00		420.00
WHI-H7809	WHI-H7809 - HATHORN EXPLORER BLACK 10" WILDLAND BOOTS (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	310.00		2,170.00
ANC-9003077	ANC-9003077 - ANCHOR INDUSTRIES REGULAR SIZE NEW GENERATION FIRE SHELTER (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	598.00		4,186.00
TRN-750019	TRN-750019 - TRUE NORTH/PACK SHACK WEB GEAR PACK, RED (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)		7	220.00		1,540.00
				TOTAL		

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PRICES MAY CHANGE AFTER: 3/15/2024

ATTENTION:		CUSTOMER REF. NO.	REP	FOB	TERMS	
SCOTTIE ARAGON		LAGUNA FIRE DEPT.	GP	DESTINATION	Net 30	
ITEM	DESCRIPTION	QTY	EACH	Availability	TOTAL	
ROT-3123	ROT-3123 - ROTHCO PARACHUTE CARGO BAG, 24" X 15" X 13", CANVAS, ZIPPER, WEB HANDLES COLOR: GREEN (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)	7	42.00		294.00	
MISC.	CAMELBAK HYDROBAK 50 OZ. MIL SPEC CRUX BLACK WATER PACK (J. CHAMPION, R. KONICO, J. NEEL, J. PADILLA, A. SARRACINO, J. SKEEN, Z. WOODS)	7	74.50		521.50	
FREIGHT	Shipping  ITEMS MAY BE PURCHASED UTILIZING THE ALBUQUERQUE FIRE EQUIPMENT CONTRACT NO. SHR000022403  2/14/24 - QUOTE REVISED TO CORRECT QUANTITY OF SCOTT FACE MASKS AS PER CONVERSATION W/MATT		200.00		200.00	
			<b>TOTAL</b>		\$44,684.35	

NM In-State 5% Preference -  
Resident Business # L0809081264

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**

<b>Contract ID</b>	SHR000022403
<b>Contract Dates</b>	07/01/2021 - 06/30/2025
<b>Contract Reference</b>	RFB-2021-176-FIR-KR
<b>Contract Maximum</b>	\$0.00
<b>Contract Print Date</b>	06/30/2023
<b>Origin</b>	FIR
<b>Page 1 of 17</b>	

**Description: Firefighting Equipment**

ITEM #	ITEM DESCRIPTION	Category	QTY	UOM	UNIT PRICE
1	Adapter, 2.5 Inch Double Female 35-25x25	34072	-	EA	26.50
2	Adapter, 2.5 Inch Double Male 36-25x25	34072	-	EA	14.95
3	Adapter, 4.5 Inch Female Swivel NH X 5 INCH Rocker Lug Storz Loc Model: HSFS50-NHLH	34072	-	EA	172.00
4	Adapter, 5 Inch Storz X 4 Inch Nh Long Handle Female 3-Degree Model: KOSKE54L	34072	-	EA	234.35
5	Adapter, 5 Inch Storz X 2.2 1/2 Inch Clappered Female Siamese Model: 1267	34072	-	EA	1,195.00
6	Axe, Flathead 8lb Model: FA8	34072	-	EA	99.75
7	Bar, Chainsaw Ventmaster 572HD-16-DG	34072	-	EA	219.00
8	Bag, Hydrant Tool Kit (Without Tools) Model: FB701	34072	-	EA	52.00
9	Boots, Bunker Boots, Globe Supreme 14 Inch Pull-On Structural Boots Item: 1201420	34072	-	EA	325.00
10	Belt, Ladder, (Pompier) Model: 531-3	34072	-	EA	149.65
11	Can, Safety Gasoline 1 Gal. Model: 10301	34072	-	EA	34.85
12	Cap. 2.5 Inch Brass Rocker Lug Model: HCC2808A8	34072	-	EA	25.50
13	Cap, 5 Inch Storz Bling Model: HBC-50	34072	-	EA	68.50
14	Chain, Chainsaw (Rapture Carbide Chain) Model: TV415-001	34072	-	EA	217.15
15	Chainsaw, Depth Gauge Model: KIS-40C	34072	-	EA	154.45
16	Chainsaw, Bar And Gauge Model: TV425-020 And/Or VM-572HD-16-DG	34072	-	EA	227.85
17	Communication, Headset, Model: H3442	34072	-	EA	435.00
18	Cutter Bolt, 30 In. 1/2 Inch Capacity Model: 22-BCBC30R	34072	-	EA	105.00
19	Cutter Bolt, 20 1/2 Inch Capacity Model: 22-Bc30r Replacement Head: P/N 22-BC30RB	34072	-	EA	72.75
20	Cutter Bolt, 36 In, 5/8 Inch Capacity Model: 22BC36R	34072	-	EA	139.25
21	Cutter Cable, 30 In, Model: 22-CC30H	34072	-	EA	107.45
22	Deck Gun Model 3414, Dual 2.5" And 5" STORZ	34072	-	EA	2,495.00
23	Elbow, Angel 60 Degree 631	34072	-	EA	219.00
24	Fan: PPV21 IN. (Electric) Model DD21H-6.5 700-500	34072	-	EA	1,925.00
25	Flange, Direct Mount (For Deck Gun Apollo) Model: 34230006	34072	-	EA	260.00

Purchasing Office Signature:

*James Lee Bradley*

**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**

<b>Contract ID</b>	<b>SHR000022403</b>
<b>Contract Dates</b>	<b>07/01/2021 - 06/30/2025</b>
<b>Contract Reference</b>	<b>RFB-2021-176-FIR-KR</b>
<b>Contract Maximum</b>	<b>\$0.00</b>
<b>Contract Print Date</b>	<b>06/30/2023</b>
<b>Origin</b>	<b>FIR</b>
<b>Page 2 of 17</b>	

26	Flash Hood, Honeywell, Nomex/Lenzing, Maskmate Particulate-Blocking Hood With Setdair Prevent: HD-NLPR-SQ	34072	-	EA	93.75
27	Gauge, Line 2 1/2 Model: Style 155	34072	-	EA	148.00
28	Sledgehammer 12 Lb Model: BD-12 "NUPLA Industrial Grade"	34072	-	EA	68.75
29	Helmet, 1044 MSA Cairns, Clear Defender Visor, Standard Flannel Headband Liner, Yellow Nomex Earlap, 6" Carved Brass Eagle Front Holder, Lime/Yellow Reflexite Tetrahedron, 2-Point Removable Chin Strap With Quick-Release & Postman's Slide	34072	-	EA	269.75
30	Hose, 1.75 Inch Nitrile Covered Rubber Hose(Red) Nh Couplings Model: RC-17-600	34072	-	EA	164.15
31	Hose, 2.5 Inch Nitrile Covered Rubber Hose (Red) Nh Couplings Model: RE25-600	34072	-	EA	228.80
32	Hose, 2.5 Inch Nitrile Covered Rubber Hose (Red) Nh Couplings Model: RC25-600 PSI	34072	-	EA	228.80
33	Hose, 5: Nitrile Covered Rubber Hose Storz Loc Coupling 100 Foot Model: RC-50 600	34072	-	EA	724.75
34	Hose, 5 Inch Nitrile Covered Rubber High-Pressure Hose Storz Loc Coupling 50 Foot Model: RC-50-600G-50 Pro Flow (Lime Green)	34072	-	EA	723.00
35	Hose, 5 Inch Nitrile Covered Rubber Hose Storz Lock Coupling 25 Foot Model: RC50 40-0	34072	-	EA	335.00
36	Hose, Clamp, Lightweight Model: 285	34072	-	EA	535.00
37	Hose, NAF-175X10PEN 1-3/4" Fire Hose X 10 FT. CPLD 1-1/2" M X F NH (For Akron Piercing Nozzle Assembly)	34072	-	EA	52.75
38	Halligan, Tool Forcible Entry Model: PB-30	34072	-	EA	225.50
39	Ladder, 10 Foot Aluminum Folding Model: Series 585-A	34072	-	EA	225.00
40	Ladder, 14 Foot Aluminum Roof Model: Series 575-C	34072	-	EA	495.00
41	Ladder, 14 Foot Aluminum (Fresno) Model: Series 701-12	34072	-	EA	405.00
42	Ladder, 16 Foot Aluminum Roof Model: Series 875-A	34072	-	EA	370.00
43	Ladder, 20 Foot Aluminum Roof Model: Series 875-A	34072	-	EA	467.00
44	Ladder, 24 Foot Aluminum (Extension) Model: Series 900-A 2 Section	34072	-	EA	668.00
45	Ladder, 35 Foot Aluminum (Ladder Trucks Only) Model Series 1200-A 2 Section	34072	-	EA	1,045.00
46	Ladder, 300A Duo Safety Combination Extension Ladder	34072	-	EA	632.00
47	Lamp, Litebox (SL-45) P/N ST-45911	34072	-	EA	14.55
48	Litebox / W Charger (Led) Pelican Model: 9415l	34072	-	EA	286.40
49	Lock Puller (K-Tool Kit) Model: FHKTk	34072	-	EA	126.50

Purchasing Office Signature:

*Terrell Lee Bradley*

**City of Albuquerque  
Procurement Contract**

**ARTESIA FIRE EQUIPMENT INC**  
7011 HUSEMAN PL SW  
ALBUQUERQUE NM 87121

**Supplier Contact:**  
**Glenda Perry**  
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<b>Page 3 of 17</b>	

50	Monitor, Ground Base Duel Inlet 2.5 Inch Model: GB34210037	34072	-	EA	1,253.65
51	Monitor, Ground Base, Single 5 Inch Storz Model: GB 3419004	34072	-	EA	1,395.00
52	Monitor, Quick Attack Mercury Monitor; Akron 2.5"; AK-3443	34072	-	EA	1,440.00
53	Monitor, Akron Mounting Bracket For Quick Attack Mercury Monitor; AK-3443-BRKT	34072	-	EA	167.00
54	AKron Triple Stacked Tips W/2.5" Base; AK-2420	34072	-	EA	332.50
55	Mount Ground Base Model: 3505	34072	-	EA	105.00
56	Nozzle, 1.5 Smooth Bore Pistol Grip Model: 2431	34072	-	EA	324.25
57	Nozzle, 2.5 Smooth Bore (HIGPF) Modle 1442 Inch	34072	-	EA	540.00
58	Nozzle 3.5 Akromatic 2000 (AFD Platform Ladder Only) Model: 5078	34072	-	EA	1,782.50
59	Nozzle, Cellar 2.5 Inch Model: AK-535	34072	-	EA	517.00
60	Nozzle, Quad Stacked Deluge Tips Model: ST-194	34072	-	EA	429.00
61	Nozzle Triple Stack Tips Model: ST-195	34072	-	EA	368.50
62	Nozzle, 3.5 Stack Tip Model: AK 3499	34072	-	EA	440.00
63	Nozzle, 1.5" NH; Metro 1; With Shutoff And Grip; Model: ME1-VPGI H625121	34072	-	EA	765.00
64	Nozzle, 2.5" NH; Metro 2; Nozzle And Playpipe Combo With Shutoff; Model: ME2-BLITZ H626234	34072	-	EA	1,090.00
65	Nozzle, Piercing; Akron Piercing Nozzle Applicator; 1-1/2" F NH INLET X 3 FT.; AK-1088-3	34072	-	EA	705.00
66	Shut Off; Akron 1-1/5" Shut Off; AK-2115	34072	-	EA	305.00
67	Carbide Tip; Akron Carbide Tip For 1088 Piercing Nozzle	34072	-	EA	208.50
68	Carbide Button; Akron Carbide Button For 1088 Piercing Nozzle	34072	-	EA	148.50
69	Play Pipe 2.5 Inch With Ball Shutoff Model: 2390	34072	-	EA	618.00
70	Pole, Ceiling / Wall 4 Foot Model: P819 D GRIP	34072	-	EA	75.00
71	Pole, LA Trash Hook 6 Foot Model: RH 6S	34072	-	EA	60.00
72	Pole, LA Trash Hook 8 Foot Model: RH 8S	34072	-	EA	64.85
73	Pole, Pike 6 Foot Model: SPD6	34072	-	EA	51.00
74	Pole, Pike 8 Foot Model: SPD8	34072	-	EA	58.00
75	Pole, Pike 10 Foot Model: SPD10	34072	-	EA	62.50
76	Pole, Pike 12 Foot Model: SPD12	34072	-	EA	68.50
77	Pole, All-Purpose NY Roof Hook 6 Foot Steel Shaft Model: APS6	34072	-	EA	99.75
78	Pole, Drywall Hook 6 Ft Model: DWHS 6	34072	-	EA	77.50
79	Pole, Super Duty 6 Ft. I-Beam Pike Pole W/Butt Grip NUPLA, NU-35-060	34072	-	EA	51.00

Purchasing Office Signature:

*James L. Bradley*

**City of Albuquerque  
Procurement Contract**

**ARTESIA FIRE EQUIPMENT INC  
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**Supplier Contact:**  
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<b>Page 4 of 17</b>	

<b>80</b>	<b>Pole, Pike 6 Foot W/D-Handle NUPLA, NU-35-061</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>59.00</b>
<b>81</b>	<b>Plug 2.5 Inch Brass Rocker Lug Model: L877</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>44.00</b>
<b>82</b>	<b>Rope Manila 3/8 (Ladders) 500 Ft Model: 3/8 Duosafety</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>335.00</b>
<b>83</b>	<b>Pry Bar, 16 Inch (A-Tool) Model: FHOTK-16</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>78.00</b>
<b>84</b>	<b>Pry Bar 51 Inch (Wedge Point) Model: CBWP-51</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>62.00</b>
<b>85</b>	<b>Rope Rit 6.8mm 900 Heat Resistant (Sterling) Model: RIT900</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>197.75</b>
<b>86</b>	<b>Saw, 14" 94cc Rescue Saw W/Chrome Blade Guard, Ready Start Ignition, 5" Max Cutting Depth W/Sling, TM-K12FD94</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>1,595.00</b>
<b>87</b>	<b>Saw, 16" Ventmaster Model 576HD-16-DG, Guide Bar, Raptor Chain, Depth Gauge, Splash Guard, 5.7 HP; TMT-TV400-051</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>2,081.50</b>
<b>88</b>	<b>Saw Blade 14 In. (Multipurpose) 30 Tooth Carbide Tip Model: CTB 14X30</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>109.50</b>
<b>89</b>	<b>Saw Blade 14 In. Diamond Blade Piraya 5400 RPM Model: PIRA 14</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>170.25</b>
<b>90</b>	<b>Salvage Cover, 12 ft X 18 ft Model GO-CVS 10-1218</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>132.00</b>
<b>91</b>	<b>SCBA Mask; Small; SC-201215-04-SCOTT AV-3000 HT; Facepiece W/Kevlar Headnet And W/Rt Side Communication Bracket</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>275.00</b>
<b>92</b>	<b>SCBA Mask; Medium; SC-201215-05-SCOTT AV-3000 HT; Facepiece W/Kevlar Headnet And W/Rt Side Communication Bracket</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>275.00</b>
<b>93</b>	<b>SCBA Mask; LARGE; SC-201215-06-SCOTT AV-3000 HT; Facepiece W/Kevlar Headnet And W/Rt Side Communication Bracket</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>275.00</b>
<b>94</b>	<b>Sprinkler Stop Model: Style 1078</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>335.00</b>
<b>95</b>	<b>Strap, Marrying (For Irons) Model: MS-1</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>13.00</b>
<b>96</b>	<b>Stream Shaper 2.5 Inch Model: 282a</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>183.00</b>
<b>97</b>	<b>Stream Shaper 3.5 Inch Model: AK3485</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>210.00</b>
<b>98</b>	<b>Tape Barricade Model: 3 Inch 1000 Foot Roll</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>19.80</b>
<b>99</b>	<b>Valve, Piston Intake 6.0 Inch Model: T986</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>1,889.00</b>
<b>100</b>	<b>Valve, Ball Siamese Model: 2583</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>1,590.00</b>
<b>101</b>	<b>Valve, Ball Gated Wye Model: 2581</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>359.00</b>
<b>102</b>	<b>Valve, Gated 2 1/2 Model: 2285</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>505.00</b>
<b>103</b>	<b>Valve, Akron Brass Model: 1262, Pyrolite 2 1/2 Clappered Valve Siamese. 2 1/2" F X (2) 2 1/2" Male. NH Threads</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>898.00</b>
<b>104</b>	<b>Wrench Spanner 2 1/2 USW7501A</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>12.75</b>
<b>105</b>	<b>Wrench Spanner 5 Inch Model: SW-2</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>14.70</b>
<b>106</b>	<b>Wrench Spanner Holder WH-76-2</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>35.00</b>
<b>107</b>	<b>Wrench Hydrant Adjustable AHW7001X</b>	<b>34072</b>	<b>-</b>	<b>EA</b>	<b>35.25</b>

Purchasing Office Signature:

*Thomas Lee Bradley*



Cibola County, NM

# Detail vs Budget Report

## Account Summary

Date Range: 07/01/2023 - 02/20/2024

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
430 - Laguna VFD - Valencia		0.00	46,903.00	0.00	0.00	0.00	46,903.00	100.00 %
Expense		0.00	46,903.00	0.00	0.00	0.00	46,903.00	100.00 %
430-018-430-00082	SAFETY EQUIPMENT							
Expense Totals:								
430 - Laguna VFD - Valencia Totals:		0.00	46,903.00	0.00	0.00	0.00	46,903.00	100.00 %
Report Total:		0.00	46,903.00	0.00	0.00	0.00	46,903.00	100.00 %