



QUAY COUNTY GOVERNMENT
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AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
April 23, 2018

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session April 9, 2018

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. **C. Renee Hayoz, Presbyterian Medical Services, Administrator**
 - Presentation of Monthly RPHCA Reports
- II. **Andrea Shafer, Quay County DWI Coordinator**
 - Request Approval of DWI Quarterly Report
- III. **Jason Lamb, Quay County Extension Service – Agricultural Agent**
 - Presentation of Quarterly Report – January – March 2018
- IV. **Ralph Lopez, City of Tucumcari**
 - Discussion of Warning Sirens
- V. **Daniel Zamora, Emergency Management Coordinator**
 - Request Approval of NM Homeland Security IPAWS MOA Application
 - Request Approval of EMPG 2019 Grant Application
- VI. **Donald Adams, Quay County Fire Marshall**
 - Request Approval of FY 2018-2019 Fire Fund Budgets
- VII. **Larry Moore, Quay County Road Superintendent**
 - Road Update



DOC #CM-00439

05/14/2018 01:41 PM Doc Type: COCOM

Fee: (No FieldTag Finance Total Fees found)

Quay County, NM Ellen White - County Clerk, County_Cle

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- VIII. Cheryl Simpson, Quay County Finance Director**
- Request Approval of DFA 3rd Quarterly Report
 - Request Approval of DWI 3rd Quarterly Financial Report
 - Request Approval of FY 18 Audit Contract
- IX. Richard Primrose, Quay County Manager**
- Request Approval of Daniel Zamora, E-911 County Coordinator
 - Correspondence
- X. Indigent Claims Board**
- Call Meeting to Order
 - Request Approval of Indigent Minutes for the February 26, 2018 Meeting
 - Request Approval of March/April Claims Prepared by Sheryl Chambers
 - Adjourn
- XI. Request Approval of Accounts Payable**
- XII. Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners**
- XIII. Request Approval for Closed Executive Session**
- Pursuant to Section 10-15-1(H) 7. The New Mexico Open Meetings Act Pertaining to Threatened or Pending Litigation
- XIV. Franklin McCasland, Quay County Commission Chairman**
- Proposed action, if any, from Executive Session

Adjourn

Lunch-Time and Location to be Announced

1:00 P.M. Work Session

Development of the FY 2018-2019 Budget

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

April 23, 2018

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 23rd day of April, 2018 at 9:00 a.m. in the Quay County Commission Chambers, Tucumcari, New Mexico, for the purpose of taking care of any business that may come before them.

PRESENT & PRESIDING:

Franklin McCasland, Chairman
Mike Cherry, Member
Sue Dowell, Member
Ellen L. White, County Clerk
Richard Primrose, County Manager

OTHERS PRESENT:

Larry Moore, Quay County Road Superintendent
Vic Baum, Quay County Assessor
Donald Adams, Quay County Fire Marshal
Renee Hayoz, Presbyterian Medical Services Administrator
Gail Houser, Tucumcari MainStreet
Russell Shafer, Quay County Sheriff
Jason Lamb, Quay County Extension Services Agriculture Agent
Daniel Zamora, Quay County Emergency Management Coordinator
Cheryl Simpson, Quay County Manager's Office
Thomas Garcia, Quay County Sun

Chairman Franklin McCasland called the meeting to order. Jason Lamb led the Pledge of Allegiance.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the minutes from the April 9, 2018 regular session as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye"

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the agenda as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

PUBLIC COMMENTS: NONE

ONGOING BUSINESS: NONE

NEW BUSINESS:

Renee Hayoz, Presbyterian Medical Services Administrator presented the monthly RPHCA Report for March, 2018. Hayoz reported they have expanded the Senior Citizen program to the Village of House. They take vitals and answers questions during these visits to the Senior Citizens Centers throughout the County. A copy of the RPHCA Report is attached to these minutes.

County Manager, Richard Primrose, presented the 3rd Quarter DWI Statistics on behalf of Andrea Shafer. Shafer is away attending a funding meeting according to Primrose. A copy of said Report is attached to these minutes.

Jason Lamb, Quay County Extension Agriculture Agent presented the Quarterly Report of the Extension Office. Lamb highlighted the programs offered from January through March, 2018. A copy of this Report is attached to these minutes.

Commissioner Dowell commended the Extension Services. Dowell stated it's a tremendous service they offer with so many different types of program for all ages of citizens ranging from the elderly to babies.

In the absence of Ralph Lopez, City of Tucumcari employee, Daniel Zamora briefed the Commissioners and those in attendance of the new Emergency Warning System. Zamora stated in the next several weeks, tests will be conducted to make citizens aware of the alarm sounds. Zamora stated Nixle messages will be available to citizens who opt in to receive a text message in the event of an emergency. Zamora stated he, along with Lopez, will be making every effort to educate the entire public of the services available for these warning and notification systems.

Zamora, as Quay County Emergency Management Coordinator, requested approval of the following items:

1. NM Homeland Security IPAWS MOA Application; Zamora explained this is a request for permission from the Federal Homeland Security to use the IPAWS system to be able to alert citizens in the event of an emergency who have not opted in to the local system or have the ability to receive text messages.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Application. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

2. EMPG 2019 Grant Application; Application is through the Federal Emergency Management Performance Grant Program in the amount of \$12,564.74 to be used for Emergency Management salaries.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the Grant Application. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy of said Grant Application is attached and made a part of these minutes.

Donald Adams, Quay County Fire Marshall requested approval of the FY-2018-2019 Fire Protection Fund Applications for all ten rural departments in Quay County. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Applications as submitted. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". Copies of applications are attached and made a part of these minutes.

Patsy Gresham, Quay County Treasurer joined the meeting. Time noted 9:55 a.m.

Larry Moore, Quay County Road Superintendent presented the following items:

1. 4/10 of a mile is all that is remaining to be worked on Route 66. Following completion of Route 66, crews will move to Quay Rd K which will complete the School Bus Projects for 2017.
2. Mulch water socks are being required by the State on Quay Rd K and Route 66.
3. Moore recently attended a workshop in Ruidoso and gave a presentation to those in attendance regarding paving projects. Moore was recognized for an outstanding presentation by Mo Moabed of HollyFrontier Refining & Marketing, LLC.
4. Moore will be attending the RPO meeting in Angel Fire on April 25.
5. The new water truck has arrived. Moore and crews are going over the truck for training and safety.
6. A Titan Representative has informed Moore the crack in the Case Roller has been repaired and it has been determined a switch in the motor is bad and will be the final repair before the Roller is returned to Quay County.
7. The Railroad is replacing all the ties and repairing track throughout Quay County. Moore is working with them to close the Cemetery Road crossing in the coming days so repairs can be made at the location. Moore stated this is a collaborative effort, and in return, the Railroad will be giving Quay County an easement along Quay Rd 62.9 so water can be diverted.

Primrose reported he and Moore have addressed the concerns of Anthony Macias and will make an attempt to help divert water from their property on Quay Road 64.4, near the Pajarito Bridge.

Primrose stated Jay Blackburn has postponed his request for cattle guards along property he has a one-year lease on. Blackburn stated he will contact the County at a future time if he decides to proceed.

Chairman McCasland called for a break. Time noted 10:10 a.m.
Return to regular session. Time noted 10:20 a.m.

Cheryl Simpson, Quay County Finance Director presented the following items for approval:

1. Department of Finance and Administration Quarterly Report for the time period ending March 31, 2018.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Quarterly Report. MOTION carried with Cherry voting "aye". Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

2. Department of Finance DWI Quarterly Financial Reports ending March 31, 2018.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Quarterly Report. MOTION carried with Cherry voting "aye". Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

3. Presented the Audit Contract for FY18 between Quay County and Carr, Riggs & Ingram, LLC. Simpson said this was the same firm that did the 2017 Audit, but their firm changed their name.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Audit Contract. MOTION carried with Cherry voting "aye". Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Richard Primrose, Quay County Manager presented the following item for approval:

1. Requested approval of a change to the "Board Appointment" made annually in January by the Commissioners. Primrose requested the E-911 County Coordinator be Daniel Zamora with Rob McClelland as alternate.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the change. MOTION carried with Cherry voting "aye". Dowell voting "aye" and McCasland voting "aye".

Primrose presented the following correspondence:

1. Rawhide Days will be held May 4-6, 2018. This is a Quay County sponsored event.
2. Distributed the current Gross Receipts Tax Report.
3. A benefit for Teke Gunn of Forrest will be held at the Forrest Fire Station on May 5. Gunn was suffered burns in an accident.
4. Special County Commission meeting will be held on Thursday, April 26 at 1:00 p.m. to approve the Hazard Mitigation Plan.
5. Daniel Ivey-Soto will be presenting the facts regarding HB 98 (Local Election Act) at the Fairgrounds on Wednesday, May 2 at 6:00 p.m.
6. Received notification from Alan Hall that the IRB documents for the Wind Energy projects have been sent for signatures.

Commissioner Dowell asked what the status of the Personnel Policy is. Primrose stated he has received the red-lined version from the attorney and as soon as he reviews it, he will forward to

the Commissioners and Department Heads for comments. Following comments, the item will be on the Agenda for approval.

Chairman McCasland called the Indigent Claims Board meeting to order. Time noted 10:45 a.m.

-----INDIGENT CLAIMS BOARD-----

Return to regular session. 10:50 a.m.

ACCOUNTS PAYABLE:

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the expenditures included in the Accounts Payable Report ending April 19, 2018. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".

Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners:

Commissioner Dowell expressed gratitude to Danny Estrada and his staff for the excellent care and upkeep of the Quay County Fairgrounds. Dowell said for an older facility, Estrada has the building and grounds in great condition. Dowell expressed her thanks personally after using the facility as a consumer. Dowell said she received a lot of compliments on the facility.

Chairman McCasland echoed Dowell's comments stating it's a great location for events and also stated he received comments after a recent event held there.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to go into Executive Session pursuant to the Open Meetings Act pursuant to Section 10-15-1(H)7 to discuss Threatened or Pending Litigation. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

Time noted 10:55 a.m.

-----EXECUTIVE SESSION-----

Return to regular session. Time noted 11:20 a.m.

A MOTION was made by Mike Cherry, SECONDED by Chairman McCasland stating only Threatened or Pending Litigation was discussed during Executive Session. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

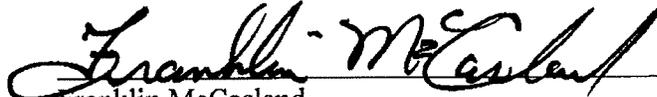
NO ACTION WAS TAKEN FOLLOWING EXECUTIVE SESSION.

There being no further business, a MOTION was made by Mike Cherry SECONDED by Sue Dowell to adjourn. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye". Time noted 11:25 a.m.

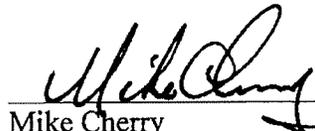
A work session will be held at 1:00 p.m. for a budget workshop.

Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS


Franklin McCasland


Sue Dowell


Mike Cherry



Ellen L. White, County Clerk

**RPHCA Program
Monthly Level of Operations Form**

revised 7/7/15

Organization Name: Presbyterian Medical Services		Contract #	18774
Reporting Site: Quay County Family Health Center		Report Month/Year:	03/01/18
Action Plan Item		Actual Monthly Level	
Level of Operations	Total Number of Primary Care Encounters		476
	By Provider Type:		
	Physician Encounters		1
	Midlevel Practitioner Encounters		475
	Dentist Encounters		
	Dental Hygienist Encounters		
	Behavioral Health Encounters		
	All Other Licensed/Certified Provider Encounters		
	By Payment Source:		
	Sliding Fee Encounters - Medical/Behavioral Health		41.4
	Sliding Fee Encounters - Dental		
	Medicaid Encounters - Medical/Behavioral Health		186
	Medicaid Encounters - Dental		
	County Indigent Encounters		
Other 3 rd Party Encounters		107	
Medicare Encounters		137	
100% Self Pay (non-discounted/non-3 rd party) Encounters		4.6	
Unduplicated Number of Users	Total # of unduplicated users		73
	At or Below Poverty		50
	Between Poverty and 200% of Poverty		19
	Above 200% of Poverty		4
Staffing Level	Administrative Staff		3.2
		Clinical FTEs	Admin FTEs
	Physicians	0.05	0.15
	Certified Nurse Practitioners	2	
	Physician Assistants		
	Certified Nurse Midwives		
	Dentists		
	Dental Hygienists		
	Behavioral Health Professionals		
	Community Health Workers		
	Clinical Support Staff		2.2
All Other Staff		0.5	
Prior Month's Primary Care Financial Information	Please enter the month being reported: December		
	Total Primary Care Revenues - all sources		67,364
	Sliding Fee Revenues - Medical		4,779
	Sliding Fee Revenues - Dental		0
	Medicaid Revenues - Medical		28,666
	Medicaid Revenues - Dental		0
	County Indigent Fund Revenues		0
	Other 3 rd Party Revenues		4,172
	Medicare Revenues		8,331
	100% Self Pay (non-discounted/non-3 rd party) Patient Revenues		252
	Contracts/Grants Revenues (including RPHCA)		21,165
	Total Primary Care Expenditures		58,077
	Total Primary Care Charges		80,208
	Sliding Fee Discounts - Medical		5,905
Sliding Fee Discounts - Dental		0	
Prepared by: C Renee Hayoz		4/10/2018	

Clinic/Program Name: Quay County Family Health Center
Month Reported: March

Monthly RPHCA Narrative Report

Please provide brief but detailed information for the following questions. Answer all questions or mark N/A.

1. **Please describe any changes in the types of services provided during the month reported. Describe any discussions about adding new services**

No changes in services. Services provided at QCFHC were normal for March

2. **Please describe any difficulties encountered in providing services during the month reported. What were the causes of the difficulties?**

There were no difficulties in providing services.

3. **Were there any changes in the encounters (+ or - 10%) from the previous month reported? Please explain any causes for the changes.**

Encounters were 105% of budgeted projection for the month. YTD we are at 26%

4. **Please describe any changes in the staffing pattern (regardless of the position or the change in FTE).**

A TOC MA was hired and started working on March 12, 2018.

5. **Please describe recruitment efforts for any positions. Which positions? What actions have been taken?**

The QCFHC is currently fully staffed.

6. **Were there any changes to the hours? Explain.**

No changes were made. Hours continue to be 7:00 AM – 5:30 PM, Monday through Friday.

7. **What efforts did you make to collaborate with local and statewide entities?**

- Administrator attended the Quay Co Commissioner Meeting on 03/12.
- The Quay Co Health Council Meeting was attended on 03/08.
- Staff meeting was held on 03/14. One employee was absent from the meeting. Minutes of the meeting were emailed to the employee.
- Clinical Staff Meeting was held on 3/14. All Clinical Staff including Medical Director were in attendance.
- Regional Advisory Council was held.
- Administrator attended two meeting with the Quay Co Health Fair Council on 03/19 and 03/27.
- Joint Mock Survey conducted a site visit of the Clinic on 03/22.

8. **Please describe any methods for increasing clinic utilization that your program and staff are engaging in.**

Site continues to provide care at the Quay County Detention Center in addition to the patients seen at Quay County Family Health Center.

9. **Please describe the outreach activities your program and staff provided to the community during the month reported.**

- Participated in the Maze of Life Event with the Mesalands Community College. Over 400 high school students from both Tucumcari and House High Schools as well as college students attended the event.

- PSA was completed for the radio about the Health Fair on 04/07 for the QCFHC booth.

-QCFHC MA and CAR visited the San Jon Sr Center on 03/14 and Tucumcari Sr Center on 03/28 to conduct vital checks. A total of Thirty-two (37) Seniors from both locations participated in the event. QCFHC will start visiting the House Sr Center starting in April.

10. **Have you received any new funding? Are you aware of any new funding opportunities? Please describe any new initiatives or projects that have been implemented.**

None at this time.

Please note the date of the last advisory board meeting AND THE AGENDA ITEMS DISCUSSED.

Meeting was held on March 15, 2018

PMS Board report -
Community Feedback-
Regional Goals -
Loan Payback for Providers-
Clinic Update-
County Update-
Home Visiting-
Recruitment of New Members-
Schedule of 2018 Meetings-

QUAY COUNTY DWI PROGRAM

STATISTICS

3rd Quarter Report

January 2018 thru March 2018

Total Number of Arrests: 13

DWI 1st: 10

DWI 2nd: 1

DWI 3rd: 1

DWI 4th: 1

DWI 5th or Subsequent: 0

Aggravated DWIs: 5

Average BAC: .02

Minimum: .05

Maximum: .18

Blood Draws: 3

Refusals: 5

Average Age: 54.5

Youngest: 19

Oldest: 71

Sex of Offenders

Male: 9

Female: 4

Accidents: 1

Fatalities: 0

Arrests by Agency:

New Mexico State Police: 9

Tucumcari Police Department: 2

Quay County Sheriff's Department: 0

Logan Police Department: 2

Ute Lake State Park: 0

Monthly Arrests

January: 4

February: 5

March: 4

FROM FINAL COURT DATES:

Number of Cases Completed: 12

Number of Convictions/Pleas: 11

Number of Dismissals: 1

Number of Offenders Placed on DWI Compliance: 11

DWI 1st: 9

DWI 2nd: 1

DWI 3rd: 1

DWI 4th: 0

DWI 5th of Subsequent: 0

Number of Offenders who Successfully Completed DWI Compliance: 9

Number of Offenders who Unsuccessfully Completed DWI Compliance: 1

Number of Community Service Hours Ordered: 294

Number of DWI Offenders Being Supervised: 36

Number of Misdemeanor Offenders Being Supervised: 28



Quay County Extension Service

College of Agricultural, Consumer and Environmental Sciences

Quarterly Report – January – March 2018

Brenda Bishop, Family Consumer Sciences Agent, County Program Director

Jason Lamb, Agriculture Agent

Colette Mapes, Secretary

Joyce Runyan, Program Assistant

Agriculture

Production Agriculture

During times of drought the USDA Farm Service Agency assists ranchers through the NAP program which insures grazing loss for rangeland that is less productive than a normal growing season. Grass assessments were taken from five different locations throughout the county, weighed, and a grazing loss was calculated against historic data to determine the total percent of grazing loss. This year because of the above normal range grass production there was no loss for the county.

Profitable Livestock Production

At the request of several local ranchers the agent conducted a Beef Quality Assurance (BQA) training and Range grass identification workshop. Twenty-eight people attended including Animal Science students from Mesalands Community College. A survey showed a 20 percent increase in knowledge gained in Beef Quality Assurance. Seventeen people elected to take the BQA certification exam and all passed. Beef Quality assurance increases producers' knowledge of producing safe and quality beef products. The program also certifies them as a quality certified producer through NMSU. Eighty-eight percent stated that they would utilize Beef Quality Assurance practices in the future and 94 percent state they would utilize proper vaccinations on cattle. The range grass workshop increased participant's knowledge of range grasses by 32 percent and 44 percent indicated that they would use this information to monitor their own grass production at home. All participants agreed that the program would help their businesses.

A "Let's talk Beef" Round Table Discussion program was held for local producers by the agent, state beef specialist, state livestock specialist, and the NMSU Corona Ranch coordinator. The Program discussed the feed efficiency results of the Tucumcari Bull Test, new hauling requirement for agricultural producers, and discussions on beef management and feeding supplementation. Thirty-five producers attended and were provided breakfast. Producers indicated that they would utilize this information in their operations when asked.

At the Tucumcari Agricultural Science center, 160 bulls were prepared for the Bull Test Sale and filmed for a video auction. Twenty-two Mesalands Community College students were trained by the agent in clipping and livestock handling techniques which improves the marketability of the bulls. The participants gain an understanding of animal husbandry proper clipping, and care of equipment. Students improved over the four days enough to handle the process on their own.

The Tucumcari Bull Test Sale occurs annually. The agent offers assistance throughout the program season from October to March. Producers from across New Mexico, Colorado, Oklahoma, and Texas participate in the program. The agent assists with monthly weighing, clipping, and testing over one hundred sixty bulls along with the State Livestock Specialist and Tucumcari Agricultural Science Center employees. The program also assists other local producers in improving their herd genetics through obtaining high quality sires.

Urban Horticulture

"Preparing your Garden" was presented to the National Association of Retired Federal Employees organization with 15 people in attendance. The audience gained knowledge on testing their soil, how to prepare their soil, irrigation, climate and vegetable selection. Two attendees indicated that the information would improve their gardening practices and plan on obtaining a soil test.

Quay County 4-H Program

January is an organizational month for Quay County 4-H. Meetings are held with the shooting sports leaders to prepare for upcoming year and set dates; finance committee to review the expenses of the council and prepare a budget for presentation to the council; 4-H leaders and parents to work on any issues that they feel need change and to work on a calendar for the year. Recommendations were prepared to go to the 4-H Council for discussion and voting

The FCS Agent and Program Assistant accompanied the FCS Skill-a-thon team to national competition in Denver, Colorado. The team spent travel time and the first day in Denver studying. They visited hardware and fabric stores to view items that are not available locally. They brought home samples of fabric for future teams. The team placed 5th overall, 3rd in Life Skills portion and Reagan Runyan placed 2nd High Individual in the Identification portion.

Five 4-H members attended 4-H Day at the Roundhouse. Prior to attending 4-Hers are required to view a training by the 4-H State Office and make a personalized handout with a picture to give to their legislators. The Program Assistant made sure that each family received the website link to view the training. The Program Assistant helped them prepare and print their handouts.

During Spring Break, the Program Assistant and Agricultural Agent accompanied 3 city workers and 5 4-Hers to the 5-mile park shooting ranges to clean up trash brought out and dumped by people using the range. A dump truck was filled to the top with trash.

Enrollment/Organization

Quay County 4-H enrollment ended in January and our enrollment decreased 1% over last year to 147 members. Thirty are first year members. Numbers for many of our projects were similar to last year. (See Attached Summary.)

Each year a Welcome to 4-H Workshop is held in conjunction with a New Parent Orientation. Agents and program assistant along with Junior and Senior 4-H members run the fun packed workshop, leading new 4-Hers through activities that teach the basics of every 4-H project. 4-Hers learn the pledges, creed, colors, and motto. Fifteen new 4-Hers gave their first 4-H speech and a mini-demonstration. They participate in a judging activity, citizenship activity, leadership activity and played some games. At the end of the workshop they created a fair exhibit. Thirty-two youth and adults attended the workshop. Prior to the workshop each new family receives a personal invitation.

While the 4-Hers were learning by doing, the parents were being introduced to the structure of Quay County 4-H and given tips for helping their child succeed in 4-H. They were introduced to the yearly calendar of activities, fundraisers, contests and record books. They had plenty of opportunity to ask questions and were provided handouts to help them prepare for the year. Ten new parents attended the orientation.

Shooting Sports Season begins in March. FCS Agent worked with key shooting sports leaders to prepare for and conduct a shooting sports safety meeting and orientation. Sixty-six people were in attendance. All Extension Office Staff worked to get the equipment and trailer ready for practices and to restock throughout the season. This included gluing inserts into 20 dozen arrows. During this quarter, the 4-H program received notification that the shooting sports program will receive \$4363.79 in equipment from the Friends of the NRA grant that FCS agent submitted. Starting in March, practices are held weekly for Rifle, Shotgun, Archery, Pistol and Muzzleloader in Tucumcari.

Agricultural Agent and two leaders attended the shooting sports leader's training and became certified leaders. Agricultural Agent has been attending weekly archery practices and assisting the 1st year shooters.

March starts the donation campaign for the upcoming Horse Show and Rodeo Events. A meeting was held with volunteers from each 4-H club to divide up businesses to contact. Letters and forms were prepared for 4-Hers to take with them when asking for donations. Letters were sent to the previous saddle donors and some corporations.

4-H Project Workshops

Five 4-Hers are attending the Sewing II workshops offered by the FCS Agent and Program Assistant. There were 5 workshops held during this quarter. These 4-Hers completed their patchwork pillow, chef's aprons and started on pants. In addition to basic sewing skills these 4-Hers learned about pattern symbols, laying, pinning and cutting a pattern.

Four Sewing I Workshops offered by the FCS Agent and Program Assistant were held this quarter. There are 4 youth attending the Sewing I workshops: These 4-Hers learn how to run a sewing machine and cut fabric. They completed pin cushions, hair scrunchies, tote bags, and started skirts or swimsuit cover-ups.

The Program Assistant and Ag Agent offered three braiding workshops during this quarter. 4-Hers learned a square braid and made a key chain, learned 4 different braiding styles for their board including the 3 and 4 plait flat braid and a 4 strand round braid. Other workshops are scheduled to help complete the required braids for the exhibit board. Seven members attended at least one workshop.

Cooking 101 is based on the National 4-H Curriculum. A series of 4 workshops have been planned for 2018. The goal of the series is to help 4-Hers be better prepared for the NM 4-H Food Challenge. During the series, 4-Hers will learn all they need to know to follow basic recipes and safely prepare food. During each session they will also learn about one of the 4 areas of food safety. These workshops are coordinated by the Program Assistant and both the Program Assistant and FCS Agent teach the workshops.

The first two sessions were held in March. 4-Hers learned how to prevent food poisoning by cleaning food contact surfaces and their hands. They learned what to wear when cooking too. They learned about knife and electrical appliance safety. They practiced knife skills while cutting fruits and vegetables for a variety of dishes. At each session they made four nutritious dishes. They also learned about MyPlate and what make nutritious meals. Twelve 4-Hers attended the first session and 8 the second.

Cloverbud Workshops (Planned and conducted by Program Assistance)

The Program Assistant held a Cloverbud workshop in February. The Cloverbuds worked on making items for Valentine's Day. They made a poster for the residents at Quail Ridge Assisted Living Center. They delivered the Valentines to them and spent a little time visiting. They also made meringue cookies for their snack. There were 8 members that attended.

Cloverbuds met for St. Patrick's Day and made green muffins with spinach for their snack. Cloverbuds helped follow a recipe and each member added ingredients to the muffin mixture. We talked about how using spinach might affect the taste and if anyone had eaten spinach before. The importance of washing hands when making food and kitchen safety when using an oven was discussed. While the muffins were baking, they worked on a craft, a "pot of gold" that helped them think about what is important to them and why. The craft helped develop fine motor skills by cutting out several pieces to glue for the craft. They were given a scavenger hunt to take home and find "green" things. There were 6 members that attended.

School Programs

The Egg to Chick program emphasizes food production to students and demonstrates the process of raising livestock in a classroom setting. Students learned how the egg develops throughout the incubation process and the stages which the offspring go through. Students really enjoyed the program and stated that they loved watching the chicks develop. The students learn the parts of the egg, details about incubation, and the stages of development

that the offspring go through. The Program Assistant coordinated the program. The Program Assistant and the Agricultural Agent visit each classroom for 5 to 6 weeks depending on the types of eggs being hatched. Each week, the Agricultural Agent presented a different lesson on chick development. There are pre and post-tests to show knowledge gained. Logan's 3rd grade class set their eggs in February and included some duck eggs which take an extra week to hatch. Logan had several students bring fertilized eggs from home and eggs from our provider. The class also used their own incubators. There was a total of 42 chicken eggs and 5 duck eggs. The program started in San Jon in March and will begin in House and Tucumcari in April. Twenty-six youth were involved in Logan and San Jon Schools.

The Maze Of Life, sponsored by Mesalands Community College and the Quay County Health Council is held each year for 8th graders, high school and college students. Tucumcari and House School Districts participated. Four hundred and thirty students, teachers, and presenters participated in the maze which consisted of 20 booths. The students travel through the maze and stop at each booth for about 10 minutes. During that time they learn something around health and safety.

The Program Assistant developed a presentation about the Top 5 Food Related Illnesses called The Good, The Bad and The Ugly. The format was a game show where students spun a wheel that determined a category (source, incubation, symptoms, duration and prevention) and then had to place it under the right illness. A brief overview was given with information about each illness prior to playing. Of course, the focus was on implementing proper food and kitchen practices (washing hands, preventing cross-contamination, cooking and holding food at correct temperatures and not preparing foods if you are sick). Program Assistant was asked to provide her program materials to the Coordinator for the Southwest Border Emergency and Food Safety Center for use in other communities.

Set up a booth at the Maze of Life called Sugar Smarts. As small groups of youth came to the booth, they learned about added sugars in food and the many words that are sugars in foods. They learned how much added sugar is in some of the favorite foods they eat. They also learned how to calculate 10% of their calories. Three typical days' menus were provided and teens work in teams to fill measuring cups with the grams of sugar represented in the menus. The menus ranged from $\frac{3}{4}$ cup of added sugar to 2 cups during the day. This visual helped students understand how much sugar they actually eat in a day. 490 students and teachers attended the event.

Economic and Community Development

FCS Agent continues to work with the Health Council as they work to become an thriving 501c3 organization. During this quarter, a coordinator was hired and agent assisted with development of a job description and contract, updating policy and procedures, updating by-laws and developing financial procedures.

Home Economics

Wellness Fair

The Extension Office is co-sponsoring with the Health Council a Community Wellness Fair on April 7, 2018. FCS Agent is co-chair and is head of the logistics committee. Program Assistant chaired the special activities committee. Program Assistant also helped the registration committee by obtaining 600 bags and items to fill them for the participants and coordinating the participation bingo. The Roadrunners 4-H Club coordinated activities for the kids corner and Quay County 4-Hers along with Boy Scouts filled the 600 plus bags prior to the fair.

GROW Healthy Kids

During this quarter the FCS Agent, Program Assistant and 8 members of the Nutrition and Fitness Committee have been very busy with preparing for Spring activities. The committee worked with Viva Connects to develop a walking brochure to distribute around town and prescription note pad for our medical providers. A pre-walking survey was developed to help with future evaluation of the committee's work.

A walking photo scavenger hunt was developed and advertised to get people out and about on the walking routes.

A Step Into Spring Challenge 2018 was developed for kick off on April 8th. FCS Agent put together a Marketing package and advertised the challenge. Marketing includes flyers, news releases, backpack flyers for all schools, radio programs, e-mail blasts, and post card style flyer for social media.

FCS Agent presented to 14 Rotarians about the past and upcoming activities of the Quay County on The Move project and Provided them with information on how to sign up for the challenge. They were the first group asked to fill out the pre-walking survey.

Diabetes Cooking School

Diabetes cooking school was held four Wednesday mornings in February. Each class was 3 to 3.5 hours long. During the class the participants learned about diabetes self-management focusing on food selection and planning meals using the 50/50 plate and Diabetes Plate. They learned to cook with less fat and sodium and to identify and measure carbohydrates. An important part of the curriculum involves reading labels and figuring out how many carbohydrates are in a specified amount. They practiced what they learned by preparing four dishes at each session. Thirteen of the fifteen enrolled completed the 4 sessions.

Evaluations showed that they felt they learned valuable tools and had a better understanding of foods that are high in carbohydrates. They planned to try the recipes at home and start planning balanced meals. Many reported that their blood sugars had come down several points during the 4 weeks and three had lost weight.

Two workshops for people with diabetes were held to go over the basics of meal planning. Four people attended and evening workshop and 9 an afternoon one. They learned how to

identify foods high in carbohydrates and how to match foods to provide better glucose control. They also learned some basics about diabetes and why it is important to monitor blood sugar.

Strong Seniors Stay Young

Utilizing research based curriculum, the classes help Senior Citizens improve their activities of daily living by helping them become more mobile and flexible. The classes involve weight training using hand weights and leg weights, followed by stretching and balance exercises. Classes are held in our own room at Mesaland's Community College and are team taught by FCS Agent and Fitness Center Director.

The Winter Session of Strong Senior Classes began with 31 Senior Citizens enrolled. Our office handles all of the registration and paperwork. FCS Agent's main responsibility during beginning classes is to get ankle weights assigned, handle paperwork and fees for the college, and personally assist new participants in the proper ways to do the exercises. Also, assist those with balance issues by providing support while they do the exercises. During the three months, there have been noticeable differences in the balancing ability of the newer participants. Returning participants comment on how important the class is to them and their ability to perform daily tasks. Twenty-eight are attending regularly.

Food Handler Certification Trainings

Coordinated and taught the 8 hour ServSafe Manager training for 11 local restaurant employees or owners. Nine of the 11 passed the class. Utilized the ServSafe curriculum to teach the class and incorporated some games to reinforce the information. The participants learned in detail all aspects to keeping a facility clean and preparing safe food.

A ServSafe Food Handlers Training was held with 4 people attending and completing the test. All 4 passed with an average score of 96%.

Extension Association (Extension Homemakers)

Mindful Eating Habits was presented to both the Forrest and Conchas Extension Clubs. This program utilized some handouts from Am I Hungry.com. Participants learned to identify what hunger is and to use a scale to determine when they were hungry enough to eat. They learn to identify "Head Hunger" and tips to avoid eating when not actually hungry. They also learned about eating with intention and attention to our food and how to savor bites and eat less but enjoy more. Twenty-seven ladies were present.

Family Life

Three Baby Connections New Parent Parties were held this quarter. January's party had 3 moms attending. The educational topic was Keeping Your Baby Safe. February's party had 1 mom attending. The educational topic was Caring for a Sick Baby. The parent learned about which symptoms need immediate attention by a doctor and which can be cared for at home.

She learned tips for making the child more comfortable. During discussion the committee learned of problems the baby was having. Following the meeting committee members made arrangements for mom and baby to be seen by a specialist. March's party had 1 mom and an aunt and uncle attending. The educational topic was Preparing for Allergy Season. Participants learned about the symptoms and things they could do at home to relieve symptoms, such as cleaning and not smoking. Participants also learned about proper doses of over the counter remedies and received some samples. FCS agent coordinated the events with the help of a 6-member committee.

Community Programs

A program on "Baking Eclairs" was requested by the Extension Club members. A leader training/community program was held. Participants learned what worked and didn't work for making the pastry, cream and glaze. The handout had a variety of recipes for them to try. Nine people attended the workshop and two reported back that they successfully prepared eclairs at home. Handouts were provided to the members of the two clubs and to those in attendance.

A program on Why We Need a Will was given in 2017 and many had requested that it be repeated. Two workshops were held in February with a revised PowerPoint provided by the State Family Resource Management Specialist. Twenty-four people attended the one of the two programs. A formal evaluation was given at the end of the program. This evaluation showed that all planned on pursuing an updated will or obtaining a will and are planning on starting conversations with family members. Most reported learning about the importance of having a will, how to prepare for the meeting with the lawyer, and that wills were not as expensive as they thought.

Total personal contacts by staff at the Quay County Extension Service January – March 2018 was 7447. Media contacts was 23, 794 for a total 31,241.

Follow Us:

Webpage: <http://quayextension.nmsu.edu/>

FaceBook: <https://www.facebook.com/pages/Quay-County-Cooperative-Extension-Service/136226003111147?ref=bookmarks>

Home Ec Blog: <http://nmsuquayhomeec.blogspot.com/>

Ag Blog: <http://nmsuquayag.blogspot.com/>

**Quay County 4-H Enrollment 2017-2018
Year Runs from October 1st – September 30th**

Total number of youth enrolled = 147
Total number of leaders/parents = 133
First Year Members = 30
Youth Volunteer enrollment = 1

Animal Projects:

- Market Steer: 7
- Heifer: 14
- Horse: 6
- Goat: 27
- Lamb: 6
- Swine: 22
- Poultry: 28
- Rabbit: 20
- Dog: 5
- Rodeo: 16

Shooting Sports:

- Archery: 49
- Muzzleloader: 2
- Rifle: 31
- Shotgun: 9
- Pistol: 6

Food Projects: 19
Clothing Projects: 10
Art/Crafts/Fibers: 47

Other Projects: 57
Cloverbud Projects: 50 (17 Members)

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency

IPAWS MEMORANDUM OF AGREEMENT (MOA) APPLICATION

OMB Control No. 1660-0140
Expires: 11/30/2018

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 1 hour per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing, reviewing, and submitting the form. This collection of information is mandatory. You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing this burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC, 20472, Paperwork Reduction Project (1660-NEW). **NOTE: Do not send your completed form to the above address.**

PRIVACY NOTICE

Authorities: Executive Order 13407, "Public Alert and Warning System"

Purpose: FEMA is collecting this information to assess an entity's eligibility to use FEMA's Integrated Public Alert and Warning System (IPAWS), and to provide access to specific members of the requesting entity to facilitate access to IPAWS.

Routine Uses: The information will be used by and disclosed to DHS personnel or other agents who need the information to assist in activities related to the use of IPAWS. The information on this form may be disclosed as generally permitted under the Privacy Act of 1974, as amended (5 U.S.C. § 552). This includes using this information as necessary and authorized by the routine uses published in DHS/ALL-004 General Information Technology Access Account Records System (GITAARS) (September 29, 2009, 74 Fed. Reg. 49,882, and upon written request, by agreement, or as required by law.

Disclosure: Furnishing this information is voluntary; however, failure to furnish the requested information may delay or prevent DHS/FEMA from providing the requested access to its IPAWS system.

Instructions for Organizations Applying for Access to IPAWS-OPEN

1. Review the following eligibility criteria to determine if your organization and interoperable software system qualify for access to IPAWS-OPEN:

- State, local, tribal, territorial, or federal governmental organization of the United States.
- The interoperable software developer has executed an MOA with FEMA for system testing. See the IPAWS-OPEN Developers list posted at <http://www.fema.gov/library/viewRecord.do?id=5670>.

2. If your organization and interoperable software system meet the criteria, complete the Memorandum of Agreement (MOA) application form and return to ipaws@fema.dhs.gov. Please indicate "Operational COG Application" in the subject line of your email.

3. Notes on the MOA Application

a. **Name of Sponsoring Eligible Organization:** This organization must meet the eligibility criteria above and be responsible for ensuring the provisions of the MOA and accompanying Rules of Behavior are enforced. A Collaborative Operating Group (COG) is a term used by IPAWS to designate an organization that is responsible for coordinating emergency management or incident response activities. A COG may have members from multiple organizations (e.g., a regional mutual aid organization); however, an official Sponsoring Organization must execute the MOA on behalf of the COG membership.

b. **Name and Title of individual who will sign the MOA on behalf of the Sponsoring Organization:** The person who will execute the MOA on behalf of the Sponsoring Organization should be an individual who has the authority to enter agreements with the United States government on behalf of the organization.

c. **Primary Point of Contact Information:** This information pertains to the individual completing the application on behalf of the Sponsoring Organization. An official email address must be provided.

d. **Alternate Point of Contact Information:** This information will be only used by FEMA in the event the Primary Point of Contact cannot be reached.

e. **Technical Point of Contact Information:** This information pertains to the individual who is responsible for system administration for the Sponsoring Organization.

f. **System Information:** Three blank forms are provided to complete interoperable system information, which will be used to populate Appendix A of the MOA. Complete one form for each interoperable system as needed. (e.g., if only one interoperable system is used, complete only one form. If additional forms are required, contact the FEMA IPAWS MOA Coordinator.) If necessary, consult your system vendor/developer to ensure accuracy of the information. Vendor/developer contact information will only be used in the event that technical clarification is required.

4. Next Steps

Once the application has been submitted to the FEMA IPAWS MOA Coordinator, the MOA will be prepared and returned to the Primary Point of Contact for signature and return by the Sponsoring Organization. It will then be routed to the FEMA IPAWS-OPEN System Owner. Once executed, a COG ID and digital certificate will be generated and implemented in IPAWS-OPEN. A copy of the executed MOA, COG ID, and digital certificate will be returned to the Primary Point of Contact.

IPAWS MEMORANDUM OF AGREEMENT (MOA) APPLICATION

Name of Sponsoring Eligible Organization: <u>Quay County</u>		
<i>Individual who will sign the MOA on behalf of the Sponsoring Eligible Organization</i>		
Name: <u>Franklin McCasland</u>	Title: <u>Commission Chair</u>	
Email: <u>fmccasland79@yahoo.com</u>	Telephone: <u>(575)461-2122</u>	
Organization: <u>Quay County</u>		
Physical Address: <u>300 South Third Street</u>		
City: <u>Tucumcari</u>	State: <u>New Mexico</u>	Zip Code: <u>88401</u>
<i>Primary Point of Contact</i>		
Name: <u>Daniel Zamora</u>	Title: <u>Emergency Management Coordinator</u>	
Email: <u>daniel.zamora@quaycounty-nm.gov</u>	Telephone: <u>(575)403-4765</u>	
Organization: <u>Quay County</u>		
Physical Address: <u>300 South Third Street</u>		
City: <u>Tucumcari</u>	State: <u>New Mexico</u>	Zip Code: <u>88401</u>
<i>Alternate Point of Contact</i>		
Name: <u>Richard Primrose</u>	Title: <u>County Manager</u>	
Email: <u>richard.primrose@quaycounty-nm.gov</u>	Telephone: <u>(575)403-5945</u>	
Organization: <u>Quay County</u>		
Physical Address: <u>300 South Third Street</u>		
City: <u>Tucumcari</u>	State: <u>New Mexico</u>	Zip Code: <u>88401</u>
<i>Technical Point of Contact</i>		
Name: <u>Damian Bradford</u>	Title: <u>IT</u>	
Email: _____	Telephone: <u>(505) 220-4620</u>	
Organization: <u>C&B Technology Solutions</u>		
Physical Address: _____		
City: <u>Albuquerque</u>	State: <u>New Mexico</u>	Zip Code: _____

IPAWS MEMORANDUM OF AGREEMENT (MOA) APPLICATION

Interoperable System 1

(The following information will be used to populate Appendix A of the MOA. Please complete one form for each interoperable system connecting to IPAWS-OPEN.)

Name of Interoperable Software System:

Everbridge - Mass Notification System (MNS)

Function:

Is this system intended to be used to issue public alerts for dissemination over the Emergency Alert System (EAS), the Wireless Emergency Alert (WEA) System and/or NOAA Weather Radio All Hazards via IPAWS-OPEN? Yes No

(Briefly describe the purpose of the system.)

Everbridge MNS provides critical information to residents during emergencies by sending public alerts for major events for dissemination to WEA/CMAS, EAS, NWEM and Public Feed

Host Server Location:

Burbank, California, Denver Colorado: Amazon West Northern California

Type of Third Party Software System:

Commercial Off The Shelf Software (COTS)

Company: _____

Custom Designed Software

Company: _____

Other If "Other", please describe:

Everbridge Corporation: Internet-based SaaS Mass Notification Application. See www.everbridge.co

Data Sensitivity: (Note: Classified systems cannot be connected to IPAWS-OPEN)

Interoperable System 1 does not contain classified data. I understand that IPAWS-OPEN system data is considered Sensitive But Unclassified (SBU) and this level of security is adequate for our requirements. I also understand that Law Enforcement Sensitive or Sensitive Personally Identifiable Information (SPII) (such as Social Security Numbers) should not be passed through IPAWS-OPEN.

Data Description: (Describe only data that will be relayed to or retrieved from IPAWS-OPEN.)

Data is comprised of emergency public alert messages.

Vendor/Developer Contact Information:

Name: Shane Garoutte

Title: VP of Technology Operations, SaaS Operations

Email: everbridge_ipaws_alerts@everbridge.com

Telephone: 818.230.9700

Do you authorize FEMA to send information necessary to set up your alerting access to this vendor? Yes No

IPAWS MEMORANDUM OF AGREEMENT (MOA) APPLICATION

Interoperable System 2

(The following information will be used to populate Appendix A of the MOA. Please complete one form for each interoperable system connecting to IPAWS-OPEN.)

Name of Interoperable Software System:

Function:

Is this system intended to be used to issue public alerts for dissemination over the Emergency Alert System (EAS), Wireless Emergency Alert (WEA) System and/or NOAA Weather Radio All Hazards via IPAWS-OPEN? Yes No

(Briefly describe the purpose of the system.)

Host Server Location:

Type of Third Party Software System:

Commercial Off The Shelf Software (COTS)

Company: _____

Custom Designed Software

Company: _____

Other If "Other", please describe:

Data Sensitivity: (Note: Classified systems cannot be connected to IPAWS-OPEN)

Interoperable System 2 does not contain classified data. I understand that IPAWS-OPEN system data is considered Sensitive But Unclassified (SBU) and this level of security is adequate for our requirements. I also understand that Law Enforcement Sensitive or Sensitive Personally Identifiable Information (SPII) (such as Social Security Numbers) should not be passed through IPAWS-OPEN.

Data Description: (Describe only data that will be relayed to or retrieved from IPAWS-OPEN.)

Vendor/Developer Contact Information:

Name: _____

Title: _____

Email: _____

Telephone: _____

Do you authorize FEMA to send information necessary to set up your alerting access to this vendor? Yes No

IPAWS MEMORANDUM OF AGREEMENT (MOA) APPLICATION

Interoperable System 3

(The following information will be used to populate Appendix A of the MOA. Please complete one form for each Interoperable system connecting to IPAWS-OPEN.)

Name of Interoperable Software System:

Function:

Is this system intended to be used to issue public alerts for dissemination over the Emergency Alert System (EAS), Wireless Emergency Alert (WEA) System and/or NOAA Weather Radio All Hazards via IPAWS-OPEN? Yes No

(Briefly describe the purpose of the system.)

Host Server Location:

Type of Third Party Software System:

Commercial Off The Shelf Software (COTS)

Company: _____

Custom Designed Software

Company: _____

Other If "Other", please describe:

Data Sensitivity: *(Note: Classified systems cannot be connected to IPAWS-OPEN)*

Interoperable System 3 does not contain classified data. I understand that IPAWS-OPEN system data is considered Sensitive But Unclassified (SBU) and this level of security is adequate for our requirements. I also understand that Law Enforcement Sensitive or Sensitive Personally Identifiable Information (SPII) (such as Social Security Numbers) should not be passed through IPAWS-OPEN.

Data Description: *(Describe only data that will be relayed to or retrieved from IPAWS-OPEN.)*

Vendor/Developer Contact Information:

Name: _____

Title: _____

Email: _____

Telephone: _____

Do you authorize FEMA to send information necessary to set up your alerting access to this vendor? Yes No

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
 FY 2018 Emergency Management Grant Program (EMPG) APPLICATION/WORK PLAN

ADMINISTRATIVE INFORMATION SHEET

APPLICANT NAME:	Quay County	DATE:	4/18/2018
STATE VENDOR #:	01508801004	DUNS #:	051336105
CAGE #:	5RFT1		

Project Manager: *Individual who will operationally manage and coordinate the day-to-day Project activities.*

First & Last Name: Daniel Zamora

Address: 2409 South Third Street

City: Tucumcari **State:** NM **Zip Code:** 88401

Phone: (575)403-4788 ***Mobile:** (575)403-4765

E-Mail: daniel.zamora@quaycounty-nm.gov

Chief Financial Officer: *Jurisdiction's highest level financial officer, authorized to certify financial expenditures and records.*

First & Last Name: Richard Primrose

Address: 300 South Third Street

City: Tucumcari **State:** NM **Zip Code:** 88401

Phone: (575)461-2112 ***Mobile:** (575)403-5945

E-Mail: richard.primrose@quaycounty-nm.gov

Signatory Official: *Jurisdiction's Chief Executive Governing Official*

First & Last Name: Franklin McCasland

Address: 300 South Third Street

City: Tucumcari **State:** NM **Zip Code:** 88401

Phone: (575)461-2112 ***Mobile:** (575)403-7198

E-Mail: fmccasland79@yahoo.com

CERTIFICATION SHEET:

Please read and check all boxes in agreement with Federal and State Guidance.

- SAFECOM GUIDANCE** – Federal Preparedness sub-grantees investing in emergency communications are still required to comply with the FY 2017 SAFECOM Guidance. All grantees are strongly encouraged to coordinate with their statewide governance and emergency communications leaders (e.g., Statewide Interoperability Coordinators) to ensure projects support the state or territory’s strategy to improve interoperable emergency communications. In addition, grantees should work with public and private entities, and across jurisdictions and disciplines, to assess needs, plan projects, coordinate resources, and improve response through cross-training and joint exercises. These coordination efforts are important to ensure that interoperability remains a top priority. The SAFECOM Guidance also encourages grantees to participate, support, and invest in planning activities that will help states or territories prepare for deployment of new emergency communications systems or technologies. At the same time, the SAFECOM Guidance recognizes the need to sustain current land mobile radio (LMR) systems. Sub-Grantees should continue developing plans and standard operating procedures, conducting training and exercises, and investing in standards-based equipment to sustain LMR capabilities, while concurrently planning for the deployment of new technologies. Grantees should also consider cybersecurity risks across all capabilities when planning operable, interoperable, and continuity of communications.
https://www.dhs.gov/sites/default/files/publications/FY%202017%20SAFECOM%20Guidance%20for%20Emergency%20Communications%20Grants_060717_FINAL508.pdf

- ENVIRONMENTAL HISTORIC PRESERVATION (EHP)** - Applicant understands that no project can be started (federal and/or matching funds) until an EHP review and approval is received from NMDHSEM. Any project having the potential to impact Environmental or Historical Preservation (EHP) resources without the prior approval of NMDHSEM, including but not limited to communication towers, physical security enhancements, new construction, and modifications to building, structures and objects that are 50 years old or greater. Applicant must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for federal preparedness funding.

- NATIONAL INCIDENT MANAGEMENT SYSTEM** - In accordance with HSPD-5, the adoption of the National Incident Management System (NIMS) is a requirement to receive Federal Preparedness assistance through grants, contracts, and other activities. By submitting this project proposal you and all participating entities are certifying that your locality/state agency is NIMS compliant.

- EMERGENCY MANAGEMENT ASSISTANCE COMPACT (EMAC)/ THE INTRASTATE MUTUAL AID SYSTEM (IMAS)** - All assets supported in part or entirely with HSGP/EMPG funding must be readily deployable to support emergency or disaster operations per existing EMAC agreements. In addition, funding may be used for the sustainment of core capabilities that, while they may not be physically deployable, support national response capabilities such as Geographic/Geospatial

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
FY 2018 Emergency Management Grant Program (EMPG) APPLICATION/WORK PLAN

Information Systems (GIS), interoperable communications systems, capabilities as defined under the mitigation mission area of the Goal, and fusion centers. The local and or tribal jurisdiction agree that all equipment purchased through this grant will be available to be shared and/or available for deployment through the Emergency Management Assistance Compact (EMAC) or the Intrastate Mutual Aid System (IMAS).

- Submission of the project proposal application, work plan and supplemental documents does not guarantee funding.
- Failure to submit all required documents (i.e. EHP, SICWG Endorsement, Typed Team Validation, etc.) will result in an incomplete application and will not be reviewed.** Any project allocated funds will be required to complete the grant application, and check all proposed purchases against the Allowable Equipment List.
- For the purpose of allowing sufficient time for applicants to plan, prepare and create the NMDHSEM EMPG application and work plan; NMDHSEM has utilized the Fiscal Year (FY) 2017 Emergency Management Performance Grant Program (EMPG) Notice of Funding Opportunity (NOFO) as guidance for the FY 2018 EMPG NOFO and Application package. Therefore, NMDHSEM reserves the right to update, revise, modify, and/or amend all FY 2018 EMPG documents to include but not limited to, the EMPG NOFO, application worksheets, budget worksheets, and sub-recipient grant agreements in accordance to adhere to the guidance set forth by the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Grant Programs Directorate (GPD).

H.R. 3355 – Department of Homeland Security Appropriations Act, 2018
<https://www.congress.gov/bill/115th-congress/house-bill/3355>

SIGNATURE OF CONCURRENCE

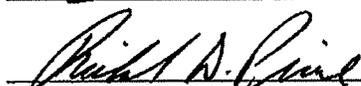
**Signature required by each of the named individuals on the previous page this application.*

*Project Manager:



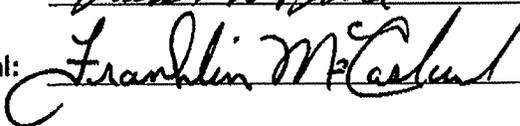
Date: 4/23/18

*Chief Financial Officer:



Date: 4/23/18

*Signatory Official:



Date: 4-23-18



FEDERAL EMERGENCY MANAGEMENT PERFORMANCE GRANT PROGRAM

STATE AWARD ALLOCATION

STATE EMPG AWARD	
Jurisdiction Award Amount: ¹	\$12,564.74
Jurisdiction Proposed Amount: ²	\$12,564.74
Jurisdiction Cost Share Hard Match: ³	\$12,564.74

POETE ELEMENTS

Provide the Proposed Funding amount to be obligated from this project towards Planning, Organization, Equipment, Training, and Exercise (POETE). Please provide amounts for all that apply.

AMOUNT OF PROPOSED FUNDING⁴				
SOLUTION AREA	EM PROGRAM EXPENSES	WHOLE COMMUNITY PROJECT ⁵	INTEROPERABLE COMMUNICATIONS ⁶	SOLUTION AREA TOTAL
Planning		\$0.00	\$0.00	\$ 0.00
Organization ⁷	\$12,564.74			\$12,564.74
Equipment	\$0.00	\$0.00	\$0.00	\$ 0.00
Training	\$0.00	\$0.00	\$0.00	\$ 0.00
Exercises	\$0.00	\$0.00	\$0.00	\$ 0.00
Sub-Totals:	\$12,564.74	\$ 0.00	\$ 0.00	
Total Proposed Funding:⁸				\$12,564.74

¹ Enter the FY 2018 EMPG Allocation for your specific jurisdiction as shown on page 20, DHSEM Notice of Funding Opportunity (NOFO), FY 2018 Emergency Management Performance Grant (EMPG)

² Enter an amount equal or less than the Jurisdiction Award Amount. Amounts greater than the Jurisdiction Award Amount will disqualify the application.

³ Grant requires a minimum of a 50% Cost Share Hard Match. Enter an amount equal to or greater than the Jurisdiction Proposed Amount.

⁴ Enter EMPG Funding Requests only, do not include the local match requirement amounts.

⁵ Includes Citizen Corps Whole Community Councils, CERT, VOADs, VIPS, Fire Corps, Preparathon, Youth Preparedness Resources

⁶ Requires SICWG review and approval.

⁷ Reimbursable Organization costs are limited to the number of FTE or FTE equivalent positions as shown on page 20, DHSEM NOFO, FY 2018 EMPG. Jurisdictions with one (1) eligible position for FY EMPG funding are limited to 50% of the employee's total compensation (Salary & Benefits) up to a maximum of \$89,746 per year or \$44,873 EMPG funding. Jurisdictions with two (2) or more eligible positions are limited to 50% of one (1) employee's total compensation (Salary & Benefits) up to a maximum of \$115,082 per year or \$57,541 EMPG funding. Additional eligible positions are limited to 50% of the employee's total compensation (Salary & Benefits) up to a maximum of \$89,746 per year or \$44,873 EMPG funding. Amounts will be prorated for less than full-time emergency management personnel.

⁸ Total must not exceed the Jurisdiction Award Amount. Applications exceeding the Jurisdiction Award Amount will be disqualified.

NIMS Alert 05-18: Core Capability Development Sheets Updated

The Federal Emergency Management Agency has updated the 48 Core Capability Development Sheets. The sheets identify tools to help organizations sustain and improve their core capabilities. Please utilize the new version of the sheets to complete work plan.

<https://www.fema.gov/core-capability-development-sheets>.

PLANNING

Respond - Public Information and Warning
Expected Date of Completed Deliverable
July
*PLANNING GOAL:
1. Implement IPAWS system
<i>*In the space below, identify the core capability targets that best describe how you plan to accomplish your planning goal.</i>
Purchase mass notification system with IPAWS capabilities, apply for MOA with FEMA and complete necessary training for implementation.

Respond - Operational Coordination
Expected Date of Completed Deliverable
August
*PLANNING GOAL:
2. Review and update of active shooter plan for all school districts in Quay county.
<i>*In the space below, identify the core capability targets that best describe how you plan to accomplish your planning goal.</i>
Seminar with all stakeholders to review plans and use department of education guidelines for updates as well as active shooter training provided by state police.

Respond - Operational Coordination
Expected Date of Completed Deliverable
January
*PLANNING GOAL:
3. Hazourdous Material Typed Team
<i>*In the space below, identify the core capability targets that best describe how you plan to accomplish your planning goal.</i>
Though collaboration with the Tucumcari fire chief awareness and operations level training will be offered in Tucumcari. The city of Tucumcari will also acquire a hazourdous materials apparatus and personal protective equipment.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
 FY 2018 Emergency Management Grant Program (EMPG) APPLICATION/WORK PLAN

ORGANIZATION

ELIGIBLE EMERGENCY MANAGEMENT POSITIONS

1.	% OF EM ACTIVITIES:	50%	IS THIS AN EMPG FUNDED POSITION:	YES
	EMPLOYEE NAME:	Daniel Zamora	OFFICIAL TITLE:	Coordinator
	MOBILE NUMBER:	(575)403-4765	DESK NUMBER:	(575)403-4788
	EMAIL ADDRESS:	daniel.zamora@quaycounty-nm.gov		

2.	% OF EM ACTIVITIES:	Choose an item.	IS THIS AN EMPG FUNDED POSITION:	Choose an item.
	EMPLOYEE NAME:	Click here to enter text.	OFFICIAL TITLE:	Click here to enter text.
	MOBILE NUMBER:	Click here to enter text.	DESK NUMBER:	Click here to enter text.
	EMAIL ADDRESS:	Click here to enter text.		

3.	% OF EM ACTIVITIES:	Choose an item.	IS THIS AN EMPG FUNDED POSITION:	Choose an item.
	EMPLOYEE NAME:	Click here to enter text.	OFFICIAL TITLE:	Click here to enter text.
	MOBILE NUMBER:	Click here to enter text.	DESK NUMBER:	Click here to enter text.
	EMAIL ADDRESS:	Click here to enter text.		

EXERCISE

Is this an exercise series? If yes, identify the type of exercise being conducted in the exercise series. If no, identify the type of exercise being conducted.

NAME OF EXERCISE:	Active Shooter (School)		
IS THIS A REGIONAL EXERCISE?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	EXERCISE SERIES:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
REGIONAL PARTNERS PARTICIPATING:	1. Click here to enter text.	3. Click here to enter text.	
	2. Click here to enter text.	4. Click here to enter text.	
EXERCISE TYPE:	SEMINAR	TARGET DATE:	August
EXERCISE TYPE:	Choose an item.	TARGET DATE:	Select Month.
EXERCISE TYPE:	Choose an item.	TARGET DATE:	Select Month.
EXERCISE TYPE:	Choose an item.	TARGET DATE:	Select Month.
EXERCISE TYPE:	Choose an item.	TARGET DATE:	Select Month.
EXERCISE TYPE:	Choose an item.	TARGET DATE:	Select Month.

What training is expected to be conducted leading up to the exercise? If your jurisdiction will be requesting training funding, please submit a training budget that details the costs for these exercises.

Active shooter training through state police

Is there an interoperable communications component to this/these exercise(s)?

Yes

Identify and provide a brief description of how your jurisdiction will incorporate NIMS Implementation Objectives during the exercise. NIMS Implementation Objectives Reporting Tool must be completed and submitted no later than September 30th.

NIMS training will be offered in Tucumcari for all stakeholders

List typed team or equipment being exercised that was purchased or supported in whole or partially with federal preparedness funding.

1. Click here to enter text.	Choose an item.	4. Click here to enter text.	Choose an item.
2. Click here to enter text.	Choose an item.	5. Click here to enter text.	Choose an item.
3. Click here to enter text.	Choose an item.	6. Click here to enter text.	Choose an item.
4. Click here to enter text.	Choose an item.	7. Click here to enter text.	Choose an item.
5. Click here to enter text.	Choose an item.	8. Click here to enter text.	Choose an item.

DATE OF PROMULGATED EOP: 11/1/2008

*In reviewing and updating EOPs, jurisdictions should anticipate the increasing complexity and decreasing predictability of the future operating environment. Identify section(s) of your EOP that you will be reviewing and/or updating during this exercise.

ESF8 Health and Medical

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
 FY 2018 Emergency Management Grant Program (EMPG) APPLICATION/WORK PLAN

<p><i>*Jurisdictions should examine the success and/or limitations of their THIRA and if the threat and hazard landscape has changed (New or Emerging Threat). Also revising capability targets based on current capability levels and refines resource requirements. Identify section(s) of your THIRA that you will be reviewing and/or updating during this exercise.</i></p>	
<p>Active Shooter (Schools)</p>	
<p>CORE CAPABILITIES TO BE EXERCISED:</p>	
<p>Identify Core Capabilities and Target Capabilities that you will be reviewing and/or updating during this/these exercise(s).</p>	
1. Prevent - Planning	3. Respond - Operational Communications
2. Respond - Operational Coordination	4. Choose an item.
<p>Target Capability: Identify and provide a brief description of how your jurisdiction will test these capabilities.</p>	
<p>Capabilities will be tested through a series of excercises</p>	

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
 FY 2018 Emergency Management Grant Program (EMPG) APPLICATION/WORK PLAN

TRAINING

- TRAINING – Complete the section below and submit a training budget worksheet.
- CONFERENCE - Complete the section below and submit a training budget worksheet.

CONFERENCE/COURSE NAME:	Click here to enter text.		COURSE #:	
TRAINING RECIPIENT(S):	Click here to enter text.		TOTAL # OF DAY(S):	
LOCATION OF COURSE:	Click here to enter text.		ESTIMATED # OF ATTENDEES:	
PARTICIPANT OR AUDIENCE DISCIPLINE:	<input type="checkbox"/> ELECTED OFFICIAL <input type="checkbox"/> EMERGENCY MANAGEMENT <input type="checkbox"/> STATE <input type="checkbox"/> TRIBAL PARTNER <input type="checkbox"/> COUNTY <input type="checkbox"/> MUNICIPAL	<input type="checkbox"/> AGRICULTURE <input type="checkbox"/> EMS <input type="checkbox"/> PUBLIC WORKS <input type="checkbox"/> FIRE / HAZ-MAT <input type="checkbox"/> LAW ENFORCEMENT	<input type="checkbox"/> EMERGENCY COMMUNICATIONS <input type="checkbox"/> NGO/VOAD <input type="checkbox"/> HEALTH CARE FACILITY <input type="checkbox"/> TRANSPORTATION <input type="checkbox"/> OTHER: <u>Click here to enter text.</u>	

MISSION AREA - CORE CAPABILITY	Choose an item.
Expected Date of Deliverable:	Select Month.
How will this training/conference contribute to building/supporting capabilities for your emergency management program or responding agencies capabilities?	
Click here to enter text.	
Describe the course/conference curriculum.	
Click here to enter text.	
How does the requested training support FEMA's mission scope to prepare personnel to prevent, protect, respond to and recover from all critical hazards.	
Click here to enter text.	
How does the requested training address a gap identified in the jurisdiction's THIRA?	
Click here to enter text.	

****Please attach a Training Budget Worksheet for each training and conference requested.**

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
 FY 2018 Emergency Management Grant Program (EMPG) APPLICATION/WORK PLAN

EQUIPMENT		<input type="checkbox"/> Interoperable Communication Project	
Submit one project worksheet for each equipment project request.			
Attach the appropriate budget detail worksheet that corresponds to this equipment project request.			
PRIMARY AGENCY/DEPARTMENT PROJECT WILL BE SUPPORTING			
Click here to enter text.			
POINT OF CONTACT:	Click here to enter text.	PHONE NUMBER:	
PHYSICAL ADDRESS:	Click here to enter text.	MOBILE NUMBER:	

NAME OF PROJECT:	Click here to enter text.	PROJECT NUMBER:	
-------------------------	---------------------------	------------------------	--

- 1) Does this project follow U.S. Department of Homeland Security Office of Emergency Communications SAFECOM guidance? YES NO

<https://www.dhs.gov/safecom>

<https://www.dhs.gov/science-and-technology/news/2017/02/08/responder-news-p25-compliance-what-should-it-mean-you>

- 2) Is an Environmental Historic Preservation Screening Form required? YES NO

If yes, please complete and submit the following form by accessing the website below. Attach the form to the application packet. <https://www.fema.gov/media-library/assets/documents/90195>.

- 3) Does this project directly support a NIMS Typed Resource?

a. *If yes, describe the NIMS Typed Resource, including ID Number:* Click here to enter text.

Number:

<https://rtlt.preptoolkit.fema.gov/Public>

b. *Date of Purchase* Click here to enter a date.

c. *Condition of Resource* Choose an item.

d. *Purchased with previous Federal Preparedness Grant funding?* YES NO

- 4) Does this project directly support a NIMS Typed Special Team? YES NO

a. *If yes, describe the NIMS Typed Team, including ID Number:* Click here to enter text.

Number:

<https://www.fema.gov/media-library/assets/documents/90195>

b. *If yes, Please attach a team validation letter from the team Captain or Chief of the responding agency attached?* YES NO

c. *Is this project increasing the team's capability?* YES NO

- 5) Did each agency/department/team submit a NIMS Compliance Worksheet including training matrix and roster? (Includes CCP Team) YES NO

PROJECT JUSTIFICATION

PROJECT NUMBER:	
-----------------	--

Submit a project justification sheet for each corresponding project

CORE CAPABILITIES THAT WILL BE CREATED OR ENHANCED BY THE PROJECT ★ <i>Prioritize the core capabilities below, you may select up to 3 core capabilities.</i>	
1) Choose an item. 2) Choose an item. 3) Choose an item.	
THIS PROJECT IS:	Choose an item.

DESCRIPTION OF CAPABILITIES: <i>If sustaining or maintaining a capability; Clearly identify what has been accomplished to date, if the project has been supported by federal funds in the past, the phase of the project this request represents, a description of the entire project and projected future steps/phases. If this is a new project, describe if the project will be a single phase, or if additional phases with future funding will be needed to complete the project.</i>
Click here to enter text.

GENERAL PROJECT DESCRIPTION: <i>Describe the outcomes that will indicate the project has been successful. Outcome includes - the ways in which the project has enhanced or developed the agency's capability or capacity to serve the public. What performance shortfalls will be corrected?</i>
Click here to enter text.

COMMUNICATION EQUIPMENT: <i>If your project includes communications equipment, describe how it will tie into existing communications system. Include planning for future system enhancements. Describe how this equipment will be interoperable statewide.</i>
<ul style="list-style-type: none">• https://www.dhs.gov/safecom• https://www.dhs.gov/science-and-technology/news/2017/02/08/responder-news-p25-compliance-what-should-it-mean-you
Click here to enter text.

VULNERABILITY: <i>Describe the current ability to respond to this threat and how this project will address this.</i>
Click here to enter text.

PROJECT NECESSITY & CONSEQUENCE: <i>Explain how the project identifies and links to core capabilities that are currently unavailable in the region or jurisdiction(s); how the project has been vetted and/or endorsed regionally; how this proposal will reduce the risk. Please attach supplemental documentation to support this project (if applicable). Describe the consequences of not funding the project.</i>
Click here to enter text.

STATE OF NEW MEXICO THREAT HAZARD IDENTIFICATION RISK ANALYSIS (THIRA): <i>Describe how this Project aligns with New Mexico's THIRA. Please reference the section and page number.</i>
Click here to enter text.

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

Room 413
800-244-6702 (In-state only)
(505) 476-0174
Fax : (505) 476-0100

CHIEF OF STAFF

Ernest D. Archuleta, P. E.

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division on or before April 30, 2018.

FIRE DEPARTMENT Quay COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 4314 Quay Road 42, Tucumcari, NM 88401
ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0

0 Sub-Stations

Approved number of Main Stations is 1

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$52,418. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 25,000 @ SAVING FOR a CLASS A

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 48,100

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>
1. <u>Paula Dsteep</u>	<u>pdsteep2000@yahoo.com</u>	<u>575-403-2961</u>
2. <u>Gerald Hight</u>	<u>ghight@plateautel.net</u>	<u>575-403-8070</u>

The information contained in this application is true and correct to the best of our knowledge. It may be used for legal requirements and is subject to audit.

Signed and submitted on this 23 day of April, 2018.

Franklin McCasland

Printed Name

Franklin McCasland

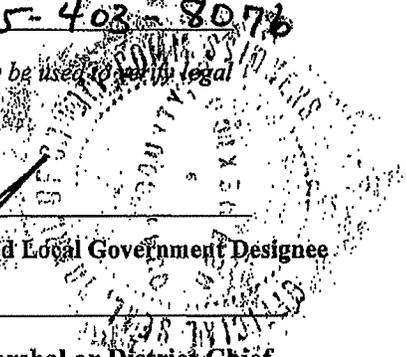
Signature of Commission Chair or Authorized Local Government Designee

Gerald Hight

Printed Name

Gerald Hight

Signature of County Fire Chief / Fire Marshal or District Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR



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CHIEF OF STAFF

Ernest D. Archuleta, P. E.

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2018.**

FIRE DEPARTMENT Jordan COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 4073 State Highway 156, Cuervo, NM 88417
ISO CLASSIFICATION: 8

Approved number of Sub Stations is 2

<u>McAlister</u>	<u>3229 State Hwy 252</u>	<u>NM</u>
<u>Ima</u>	<u>3699 Quay Rd BH</u>	<u>NM</u>

Approved number of Main Stations is 1

<u>Jordan</u>	<u>5613 State Hwy 156</u>	<u>McAlister</u>	<u>NM</u>	<u>88427</u>
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Approved number of s is 0

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$89,422. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 82,543 22,543 for PPE REMAINING CLASS A REPLACEMENT

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$102,543.16

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Denise Ruyyan	DRUYYAN@PlateauTel.net	575-799-0901
2. Randy Jennings	Rjennings@grma:1.co.nm	575-458-6052

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April 2018.

Franklin McCasland /s/ Franklin McCasland
Printed Name Signature of Commission Chair or Authorized Local Government Designee

Tedd Tatum /s/ Tedd Tatum
Printed Name Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR

CHIEF OF STAFF

Ernest D. Archuleta, P. E.



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NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division on or before April 30, 2018.

FIRE DEPARTMENT Conservancy #1 COUNTY: Quay

FIRE DEPARTMENT ADDRESS: PO Box 725, Tucumcari, NM 88401

ISO CLASSIFICATION: 5

Approved number of Sub Stations is 1

Rural FD District #1 Quay Rd. AR NM

Approved number of Main Stations is 1

Conservancy #1 1002 S. Camino Del Coro NM

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$84,279. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 15,000 Saving for Class A

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 44,844

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Michelle Jaynes	michelle.jaynes5@gmail.com	(515) 815-9015
2. Lucas Bugg	lbugg114@gmail.com	(515) 403-6479

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April, 2018.

Franklin McCasland

Printed Name

Franklin McCasland

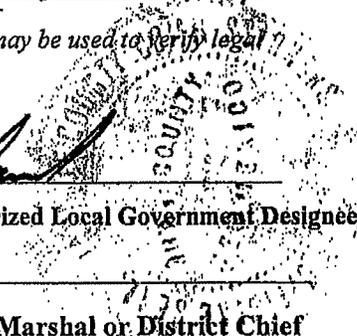
Signature of Commission Chair or Authorized Local Government Designee

John E. Hinze

Printed Name

John E. Hinze

Signature of County Fire Chief / Fire Marshal or District Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR



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CHIEF OF STAFF

Ernest D. Archuleta, P. E.

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division on or before April 30, 2018.

FIRE DEPARTMENT Conservancy #3 COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 6697 Quay Road AD, Tucumcari, NM 88401
ISO CLASSIFICATION: 9

Approved number of Sub Stations is 1

Conservancy Fire District 3400 Quay Rd 72 Tucumcari NM 88401

Approved number of Main Stations is 1

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$54,483. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 150,000⁰⁰ CLASS A Pumper

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 159,357.44

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. BEVERLY Cheate	Bural 3 @plateautel.net	575-403-8017
2. DEL Cheate	Bural 3 @plateautel.net	575-403-7391

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April 2018.

Franklin McCasland

Franklin McCasland

Printed Name

Signature of Commission Chair or Authorized Local Government Designee

DEL CHEATE

Del Cheate

Printed Name

Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
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CHIEF OF STAFF

Ernest D. Archuleta, P. E.

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division on or before April 30, 2018.

FIRE DEPARTMENT Bard-Endee COUNTY: Quay

FIRE DEPARTMENT ADDRESS: 1097 Rt 66, Bard, NM 88411

ISO CLASSIFICATION: 8

Approved number of Sub Stations is 1

Sub-Station 1 794 SH392

Approved number of Main Stations is 2

Station #2 1097 Route 66/CR 93

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$123,338. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 134,000 To buy a new Class A in 2019-2019

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 154,348

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

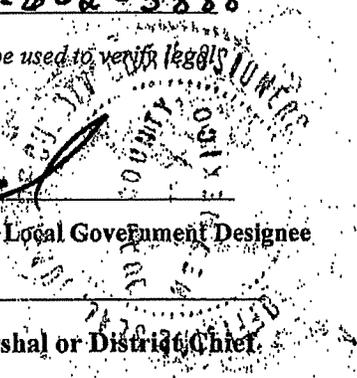
<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>
1. DONA-LO ADAMS	bandendee@cityofalamos.com	575-403-7911
2. Kelly Boney	Kellyboney79@yahoo.com	575-602-5888

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April, 2018.

Franklin McCasland /s/ Franklin McCasland
Printed Name Signature of Commission Chair or Authorized Local Government Designee

DONA-LO ADAMS /s/ Donna Adams
Printed Name Signature of County Fire Chief / Fire Marshal or District Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR

CHIEF OF STAFF

Ernest D. Archuleta, D., P. E.



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

Room 413
800-244-6702 (In-state only)
(505) 476-0174
Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY ADMINISTRATIVE FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2018.**

NAME OF COUNTY: Quay

ADDRESS OF APPROVED FIRE ADMINISTRATION BUILDING:

PO Box 1246, Tucumcari, NM 88401

ISO FUNDING CLASSIFICATION: 8

If you contend the above ISO Funding Classification is incorrect, please attach your claim and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$52,418. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 57,000 After July 1 buy a new county command truck

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 63,022

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that fire departments in your County are out of compliance, your Office and the Fire Chief will be notified of the department's status, if the fire departments in your County fail to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please insure that all certified Fire Departments in your County have properly provided two primary NFIRS users, along with contact information, as required on each fire departments Fire Protection Fund application.

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

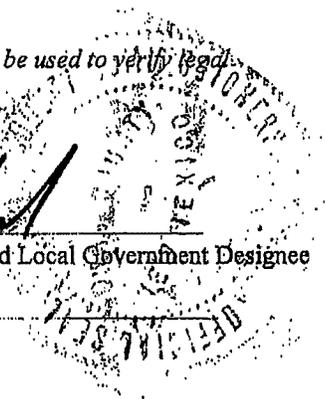
Signed and submitted on this 23 day of April, 2018

Frankie J. McCasland
Printed Name

Frankie J. McCasland
Signature of Commission Chair or Authorized Local Government Designee

Donald Adams
Fire Chief Printed Name

Donald Adams
Signature of Fire Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR

CHIEF OF STAFF

Ernest D. Archuleta, P. E.



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

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Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2018.**

FIRE DEPARTMENT Forrest COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 3298 Quay Road 37, Melrose, NM 88124
ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0

0 Sub Stations

Approved number of Main Stations is 1

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$52,418. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 125,000, Money will be used to purchase truck on order

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 137,347.00

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Joe Garrett	peppyjoe63.jc@gmail.com	505-309-9065
2. Manika Garrett	manika.6389@aol.com	505-309-9066

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April 2018.

Franklin McCasland

Printed Name

Franklin McCasland

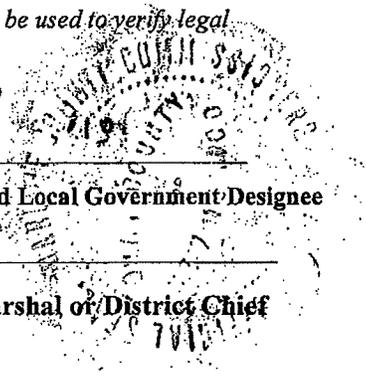
Signature of Commission Chair or Authorized Local Government Designee

Joe Garrett

Printed Name

Joe Garrett

Signature of County Fire Chief / Fire Marshal or District Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR



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CHIEF OF STAFF

Ernest D. Archuleta, P. E.

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division on or before April 30, 2018.

FIRE DEPARTMENT Porter COUNTY: Quay
FIRE DEPARTMENT ADDRESS: PO Box 91, San Jon, NM 88434
ISO CLASSIFICATION: 9

Approved number of Sub Stations is 0

0 Sub-Stations

Approved number of Main Stations is 1

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$39,058. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 30,000 Saving for New Class A

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 38,621.00

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Austin Gibson	austingibson199008@yahoo.com	575-403-5081
2. Alice Gibson	alicegibson2015@yahoo.com	575-403-7066

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April 2018.

Franklin McCasland

Franklin McCasland

Printed Name

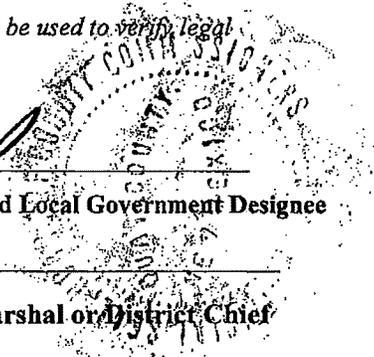
Signature of Commission Chair or Authorized Local Government Designee

Austin Gibson

Austin Gibson

Printed Name

Signature of County Fire Chief / Fire Marshal or District Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR



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CHIEF OF STAFF

Ernest D. Archuleta, P. E.

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2018.**

FIRE DEPARTMENT Conservancy #2 COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 2599 Quay Rd. 51, Grady, NM 88120
ISO CLASSIFICATION: 9

Approved number of Sub Stations is 1

Rural FD District #2 Tucumcari NM 88401

Approved number of Main Stations is 1

Lesbia Rural Fire Dept. D 3303 Hwy 278 Tucumcari NM 88401

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$54,483. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 90,000 SAVING FOR NEW CLASS A

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 127,317

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

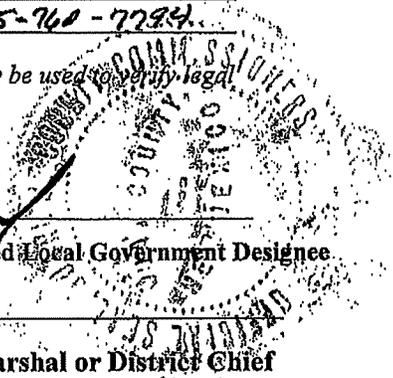
Name:	Email:	Phone:
1. Ed Shiplay	edfdfire@gmail.com	575-815-9843
2. Danny Wallace	rdwallace@yahoo.com	575-760-7794

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April 2018.

Franklin McCasland /s/ Franklin McCasland
Printed Name Signature of Commission Chair or Authorized Local Government Designee

Danny Wallace /s/ Danny Wallace
Printed Name Signature of County Fire Chief / Fire Marshal or District Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CNYTHIA B. HALL, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES, CHAIR



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Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

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Fax : (505) 476-0100

CHIEF OF STAFF

Ernest D. Archuleta, P. E.

NEW MEXICO STATE FIRE MARSHAL DIVISION FISCAL YEAR 2018 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2019 fiscal year. The application is due in the State Fire Marshal Division on or before April 30, 2018.

FIRE DEPARTMENT Nara Visa COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 380 Bell St., Nara Visa, NM 88430
ISO CLASSIFICATION: 9

Approved number of Sub Stations is 0

0 Sub Stations

Approved number of Main Stations is 1

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$39,058. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2018. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2019 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'18 to FY'19. \$ 50,000 SAVING FOR TYPE 5

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 69,656

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. GARY GIRARD	nvfd@plateautel.net	575-403-7125
2. Beverly Earh		575-403-6111

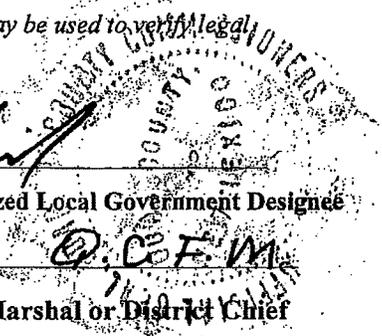
The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 23 day of April 2018.

Franklin McGasland /s/ Franklin McGasland
Printed Name Signature of Commission Chair or Authorized Local Government Designee

GARY GIRARD /s/ Donald Adams
Printed Name Signature of County Fire Chief / Fire Marshal or District Chief

DONALD ADAMS



COUNTY: OUBY

DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION

Period Ending: 3/31/2018

SUBMIT TO LOCAL GOVERNMENT DIVISION NO LATER THAN 30 DAYS
AFTER THE CLOSE OF EACH QUARTER.

Prepared By: Cheryl Simpson

YEAR-TO-DATE TRANSACTIONS

Fund #	FUND NAME	BEGINNING CASH BALANCE CURRENT FY (1)	REVENUES TO DATE (2)	TRANSFERS TO DATE (3)	EXPENDITURES TO DATE (4)	ADJUSTMENTS (5)	QTR ENDING CASH BALANCE (1)+(2)-(3)+(4)+(5) (6)	INVESTMENTS (7)	CASH + INVESTMENTS (8)	REQUIRED RESERVES (9)	AVAILABLE CASH (8)-(9)
101	GENERAL FUND (GF)	\$965,683	2,603,808	(673,543)	1,657,459	(3,596)	\$1,234,894	0	\$1,234,894	414,365	\$820,529
201	CORRECTION	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
202	ENVIRONMENTAL GR	\$106,203	24,215	0	16,337	0	\$114,081	0	\$114,081	\$0	\$114,081
203	County Property Valuation	\$93,983	39,983	0	46,597	(97)	\$86,381	0	\$86,381	\$0	\$86,381
204	COUNTY ROAD	\$523,419	881,544	(101,806)	904,531	(3,881)	\$394,745	0	\$394,745	75,378	\$319,367
206	EMS	\$3,464	28,530	0	11,621	0	\$20,373	0	\$20,373	\$0	\$20,373
207	ENHANCED 911	\$471,338	340,713	0	259,570	(195)	\$552,286	0	\$552,286	\$0	\$552,286
208	Farm & Range Improvement	\$250	0	0	0	0	\$250	0	\$250	\$0	\$250
209	FIRE PROTECTION FUND	\$942,744	770,862	(164,080)	479,976	(282)	\$1,069,268	0	\$1,069,268	\$0	\$1,069,268
211	LEFP	\$0	24,200	0	23,993	0	\$207	0	\$207	\$0	\$207
214	LODGERS TAX	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
217	RECREATION	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
218	INTERGOVERNMENTAL GRANTS	\$338,658	154,262	20,000	196,030	(95)	\$316,795	0	\$316,795	\$0	\$316,795
219	SENIOR CITIZEN	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
220	COUNTY INDIGENT FUND	\$129,397	212,257	91,559	271,191	0	\$162,022	0	\$162,022	\$0	\$162,022
221	COUNTY HOSPITAL FUND	\$819,014	928,503	(91,559)	769,391	(101)	\$886,466	0	\$886,466	\$0	\$886,466
222	COUNTY FIRE PROTECTION	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
223	DWI PROGRAM	\$1,884	66,403	3,543	65,549	0	\$6,281	0	\$6,281	\$0	\$6,281
225	Clerk Recording & Filing	\$37,214	10,358	0	5,747	0	\$41,825	0	\$41,825	\$0	\$41,825
226	JAIL - DETENTION FUND	\$128,145	375,699	631,685	1,030,358	(5,891)	\$99,280	0	\$99,280	\$0	\$99,280
299	OTHER	\$0	170	0	1,023	54,055	\$2,240,528	0	\$2,240,528	\$0	\$2,240,528
300	CAPITAL PROJECT FUNDS	\$2,584,912	10,600	0	354,984	0	\$0	0	\$0	\$0	\$0
401	G. O. BONDS	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
402	REVENUE BONDS	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
403	DEBT SERVICE OTHER	\$0	0	284,201	284,201	0	\$0	0	\$0	\$0	\$0
500	ENTERPRISE FUNDS	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Water Fund	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Solid Waste	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Waste Water	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Airport	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Ambulance	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Cemetery	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Housing	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Parking	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Other Enterprise (center fund)	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Other Enterprise (center fund)	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Other Enterprise (center fund)	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	Other Enterprise (center fund)	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
600	INTERNAL SERVICE FUNDS	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
700	TRUST AND AGENCY FUNDS	\$0	0	0	0	0	\$0	0	\$0	\$0	\$0
	GRAND TOTAL	\$7,145,419	\$6,472,107	\$0	\$6,378,558	\$39,917	\$7,278,885	\$0	\$7,278,885	\$489,742	\$6,789,143

I HEREBY CERTIFY THAT THE CONTENTS IN THIS REPORT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT THIS REPORT DEFICITS ALL FUNDS:

Signature: Cheryl Simpson
Date: 4/17/18

COUNTY: Quay
 Period Ending: 3/31/2018

GENERAL FUND - COUNTY

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
Taxes:							
Property Tax - Current Year	\$1,813,736	\$0	\$1,813,736	\$1,233,095		(\$580,641)	67.99%
Property Tax - Delinquent	\$110,000	\$0	\$110,000	\$77,670		(\$32,330)	70.61%
Property Tax - Penalty & Interest	\$25,000	\$0	\$25,000	\$28,157		\$3,157	112.63%
Oil and Gas - Equipment	\$15,304	\$0	\$15,304	\$10,225		(\$5,079)	66.81%
Oil and Gas - Production	\$2,861	\$0	\$2,861	\$2,436		(\$425)	85.15%
Franchise Fees	\$250	\$0	\$250	(\$2,732)		(\$2,982)	(1092.80%)
Gross receipts - Local Option	\$345,000	\$0	\$345,000	\$281,720		(\$63,280)	81.66%
Gross Receipts - Infrastructure	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Environment	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Hold Harmless	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Other Dedication	\$0	\$0	\$0	\$0		\$0	n/a
PILT	\$4,659	\$0	\$4,659	\$0		(\$4,659)	0.00%
Intergovernmental - State Shared:							
Gross receipts	\$122,000	\$0	\$122,000	\$101,674		(\$20,326)	83.34%
Cigarette Tax	\$0	\$0	\$0	\$0		\$0	n/a
Gas Tax	\$2,500	\$0	\$2,500	\$2,322		(\$178)	92.88%
Motor Vehicle	\$119,000	\$0	\$119,000	\$56,270		(\$62,730)	47.29%
Other	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$0	\$0	\$0	\$0		\$0	n/a
Grants - Local	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriations	\$0	\$0	\$0	\$0		\$0	n/a
Small Counties Assistance	\$296,000	\$0	\$296,000	\$356,000		\$60,000	120.27%
Licenses and Permits	\$6,200	\$0	\$6,200	\$5,723		(\$477)	92.31%
Charges for Services	\$121,920	\$0	\$121,920	\$93,028		(\$28,892)	76.30%
Fines and Forfeits	\$0	\$0	\$0	\$0		\$0	n/a
Interest on Investments	\$9,000	\$0	\$9,000	\$8,366		(\$634)	92.96%
Miscellaneous	\$393,670	\$0	\$393,670	\$349,854		(\$43,816)	88.87%
TOTAL GENERAL FUND REVENUES	\$3,387,100	\$0	\$3,387,100	\$2,603,808		(\$783,292)	76.87%
EXPENDITURES							
Executive-Legislative	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Judicial	\$19,225	\$0	\$19,225	\$13,714	\$0	\$5,511	71.33%
Elections	\$42,025	\$0	\$42,025	\$4,703	\$0	\$37,322	11.19%
Finance & Administration	\$738,458	\$0	\$738,458	\$513,679	\$158	\$224,621	69.56%
Public Safety	\$625,267	\$0	\$625,267	\$488,136	\$55	\$137,076	78.07%
Highways & Streets	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Senior Citizens	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Sanitation	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Health and Welfare	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Culture and Recreation	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Economic Development & Housing	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other - Miscellaneous	\$908,161	\$0	\$908,161	\$637,227	\$0	\$270,934	70.17%
TOTAL GENERAL FUND EXPENDITURES	\$2,333,136	\$0	\$2,333,136	\$1,657,459	\$213	\$675,464	71.04%
OTHER FINANCING SOURCES							
Transfers In	\$61,700	\$0	\$61,700	\$5,000		(\$56,700)	8.10%
Transfers (Out)	(\$1,165,743)	\$0	(\$1,165,743)	(\$678,543)		\$487,200	58.21%
TOTAL - OTHER FINANCING SOURCES	(\$1,104,043)	\$0	(\$1,104,043)	(\$673,543)		\$430,500	61.01%
Excess (deficiency) of revenues over expenditures				\$272,806			

COUNTY: Quay
 Period Ending: 8/31/2018

SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
CORRECTIONS REVENUES	201							
Correction Fees	201	0	0	0	0	0	n/a	
Miscellaneous	201	0	0	0	0	0	n/a	
TOTAL Revenues		0	0	0	0	0	0	n/a
EXPENDITURES	201	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	201	0	0	0	0	0	n/a	
Transfers (Out)	201	0	0	0	0	0	n/a	
TOTAL - OTHER FINANCING SOURCES		0	0	0	0	0	0	n/a
Excess (deficiency) of revenues over expenses	201				0			
ENVIRONMENTAL REVENUES	202							
GRT - Environmental	202	30,240	0	30,240	23,557		(6,683)	77.90%
Miscellaneous	202	700	0	700	658		(42)	94.00%
TOTAL Revenues		30,940	0	30,940	24,215		(6,725)	78.26%
EXPENDITURES	202	80,000	0	80,000	16,337	0	63,663	20.42%
OTHER FINANCING SOURCES								
Transfers In	202	0	0	0	0		0	n/a
Transfers (Out)	202	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	202				7,878			
PROPERTY VALUATION REVENUES	203							
Administrative Fee	203	63,481	0	63,481	39,962		(23,519)	62.95%
Miscellaneous	203	3,600	0	3,600	21		(3,579)	0.58%
TOTAL Revenues		67,081	0	67,081	39,983		(27,098)	59.60%
EXPENDITURES	203	71,020	0	71,020	46,597	0	24,423	65.61%
OTHER FINANCING SOURCES								
Transfers In	203	0	0	0	0		0	n/a
Transfers (Out)	203	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	203				(6,614)			
EMS REVENUES	206							
State EMS Grant	206	26,030	0	26,030	28,530		2,500	109.60%
Miscellaneous	206	0	0	0	0		0	n/a
TOTAL Revenues		26,030	0	26,030	28,530		2,500	109.60%
EXPENDITURES	206	29,494	0	29,494	11,621	578	17,295	39.40%
OTHER FINANCING SOURCES								
Transfers In	206	0	0	0	0		0	n/a
Transfers (Out)	206	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	206				16,909			
E-911 REVENUES	207							
State-E-911 Enhancement	207	0	0	0	0		0	n/a
Network & Data Base Grant	207	0	0	0	0		0	n/a
Miscellaneous	207	418,763	0	418,763	340,713		(78,050)	81.36%
TOTAL Revenues		418,763	0	418,763	340,713		(78,050)	81.36%

COUNTY: Quay
 Period Ending: 3/31/2018

SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget				
EXPENDITURES	207	513,964	0	513,964	259,570	385	254,009	50.50%
OTHER FINANCING SOURCES								
Transfers In	207	0	0	0	0		0	n/a
Transfers (Out)	207	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	207				81,143			
FARM & RANGE REVENUES	208							
Federal - Taylor Grazing	208	45	0	45	0		(45)	0.00%
Miscellaneous	208	0	0	0	0		0	n/a
TOTAL Revenues		45	0	45	0		(45)	0.00%
EXPENDITURES	208	230	0	230	0	0	230	0.00%
OTHER FINANCING SOURCES								
Transfers In	208	0	0	0	0		0	n/a
Transfers (Out)	208	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	208				0			
COUNTY FIRE PROTECTION REVENUES	209							
State - Fire Marshall Allotment	209	867,428	0	867,428	750,908		(116,520)	86.57%
Miscellaneous	209	5,300	0	5,300	19,954		14,654	376.49%
TOTAL Revenues		872,728	0	872,728	770,862		(101,866)	88.33%
EXPENDITURES	209	963,235	0	963,235	479,976	277,293	205,966	49.83%
OTHER FINANCING SOURCES								
Transfers In	209	0	0	0	0		0	n/a
Transfers (Out)	209	(208,688)	0	(208,688)	(164,080)		44,608	78.62%
TOTAL - OTHER FINANCING SOURCES		(208,688)	0	(208,688)	(164,080)		44,608	78.62%
Excess (deficiency) of revenues over expen	209				126,806			
LAW ENFORCEMENT PROTECTION REVENUES	211							
State-Law Enforcement Protection	211	24,200	0	24,200	24,200		0	100.00%
Miscellaneous	211	0	0	0	0		0	n/a
TOTAL Revenues		24,200	0	24,200	24,200		0	100.00%
EXPENDITURES	211	24,200	0	24,200	23,993	169	38	99.14%
OTHER FINANCING SOURCES								
Transfers In	211	0	0	0	0		0	n/a
Transfers (Out)	211	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	211				207			
LODGERS TAX REVENUES	214							
Lodgers Tax	214	0	0	0	0		0	n/a
Miscellaneous	214	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	214	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	214	0	0	0	0		0	n/a
Transfers (Out)	214	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a

COUNTY: Quay
 Period Ending: 3/31/2018

SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS	Encumbrances (expense line only)	Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total			
Excess (deficiency) of revenues over expenses	214				0			
RECREATION REVENUES	217							
Cigarette Tax - (1 cent)	217	0	0	0	0		0	n/a
Miscellaneous	217	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	217	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	217	0	0	0	0		0	n/a
Transfers (Out)	217	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	217				0			
INTERGOVERNMENTAL GRANTS REVENUES	218							
State Grants	218	109,622	0	109,622	84,930		(24,692)	77.48%
Federal Grants	218	0	0	0	0		0	n/a
Miscellaneous	218	109,743	0	109,743	69,332		(40,411)	63.18%
TOTAL Revenues		219,365	0	219,365	154,262		(65,103)	70.32%
EXPENDITURES	218	363,824	378	364,202	196,030	0	168,172	53.82%
OTHER FINANCING SOURCES								
Transfers In	218	40,743	0	40,743	20,000		(20,743)	49.09%
Transfers (Out)	218	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		40,743	0	40,743	20,000		(20,743)	49.09%
Excess (deficiency) of revenues over expenses	218				(21,768)			
SENIOR CITIZENS REVENUES	219							
State Grants	219	0	0	0	0		0	n/a
Federal Grants	219	0	0	0	0		0	n/a
Miscellaneous	219	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	219	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	219	0	0	0	0		0	n/a
Transfers (Out)	219	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	219				0			
INDIGENT REVENUES	220							
GRT - County Indigent	220	262,000	0	262,000	211,290		(50,710)	80.65%
Miscellaneous	220	820	0	820	967		147	117.93%
TOTAL Revenues		262,820	0	262,820	212,257		(50,563)	80.76%
EXPENDITURES	220	385,705	0	385,705	271,191	0	114,514	70.31%
OTHER FINANCING SOURCES								
Transfers In	220	122,000	0	122,000	91,559		(30,441)	75.05%
Transfers (Out)	200	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		122,000	0	122,000	91,559		(30,441)	75.05%
Excess (deficiency) of revenues over expenses	220				32,625			
HOSPITAL REVENUES	221							
GRT - Special/Local Hospital	221	856,000	0	856,000	703,959		(152,041)	82.24%

COUNTY: Quay
 Period Ending: 8/31/2018

SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS	Encumbrances (expend line only)	Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total			
GRT - Hospital Emergency	221	0	0	0	0		0	n/a
GRT - County Health Care	221	0	0	0	0		0	n/a
Miscellaneous	221	311,834	0	311,834	224,544		(87,290)	72.01%
TOTAL Revenues		1,167,834	0	1,167,834	928,503		(239,331)	79.51%
EXPENDITURES	221	1,025,000	0	1,025,000	769,391	250,000	5,609	75.06%
OTHER FINANCING SOURCES								
Transfers In	221	0	0	0	0		0	n/a
Transfers (Out)	221	(167,000)	0	(167,000)	(91,559)		75,441	54.83%
TOTAL - OTHER FINANCING SOURCES		(167,000)	0	(167,000)	(91,559)		75,441	54.83%
Excess (deficiency) of revenues over expenses	221				67,553			
COUNTY FIRE PROTECTION REVENUES	222							
GRT - Fire Excise Tax (1/4 or 1/8 cent)	222	0	0	0	0		0	n/a
Miscellaneous	222	0	0	0	0		0	n/a
TOTAL Revenues		0	0	0	0		0	n/a
EXPENDITURES	222	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES								
Transfers In	222	0	0	0	0		0	n/a
Transfers (Out)	222	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	222				0			
DWI REVENUES	223							
State - Formula Distribution (DFA)	223	83,679	0	83,679	58,514		(25,165)	69.93%
State - Local Grant (DFA)	223	21,000	0	21,000	7,889		(13,111)	37.57%
State Other	223	0	0	0	0		0	n/a
Federal Grants	223	0	0	0	0		0	n/a
Miscellaneous	223	0	0	0	0		0	n/a
TOTAL Revenues		104,679	0	104,679	66,403		(38,276)	63.43%
EXPENDITURES	223	104,679	0	104,679	65,549	0	39,130	62.62%
OTHER FINANCING SOURCES								
Transfers In	223	0	5,000	5,000	8,543		3,543	170.86%
Transfers (Out)	223	0	(5,000)	(5,000)	(5,000)		0	100.00%
TOTAL - OTHER FINANCING SOURCES		0	0	0	3,543		3,543	n/a
Excess (deficiency) of revenues over expenses	223				4,397			
CLERKS RECORDING AND FILING FEES REVENUES	225							
Clerk Equipment Fees	225	17,000	0	17,000	10,119		(6,881)	59.52%
Miscellaneous	225	1,000	0	1,000	239		(761)	23.90%
TOTAL Revenues		18,000	0	18,000	10,358		(7,642)	57.54%
EXPENDITURES	225	39,000	0	39,000	5,747	0	33,253	14.74%
OTHER FINANCING SOURCES								
Transfers In	225	0	0	0	0		0	n/a
Transfers (Out)	225	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenses	225				4,611			
DAILY DETENTION REVENUES	226							
GRT - County Correctional Dedication	226	174,082	0	174,082	140,841		(33,241)	80.90%
Care of Prisoners	226	26,000	0	26,000	9,327		(16,673)	35.87%

COUNTY: Quay
 Period Ending: 3/31/2018

SPECIAL REVENUES - COUNTY FUNDS - QUARTERLY REPORT

SPECIAL REVENUES - RESOURCES	Fund	BUDGET			ACTUALS		Budget Balance	Budget Variance%
		Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)		
Work Release	226	0	0	0	50		50	n/a
State - Care of Prisoners	226	0	0	0	0		0	n/a
Federal - Care of Prisoners	226	3,000	0	3,000	0		(3,000)	0.00%
Miscellaneous	226	258,970	0	258,970	225,481		(33,489)	87.07%
TOTAL Revenues		462,052	0	462,052	375,699		(86,353)	81.31%
EXPENDITURES	226	1,391,632	0	1,391,632	1,030,358	0	361,274	74.04%
OTHER FINANCING SOURCES								
Transfers In	226	950,000	0	950,000	650,000		(300,000)	68.42%
Transfers (Out)	226	(24,420)	0	(24,420)	(18,315)		6,105	75.00%
TOTAL - OTHER FINANCING SOURCES		925,580	0	925,580	631,685		(293,895)	68.25%
Excess (deficiency) of revenues over expen	226				(22,974)			
OTHER - SPECIAL	299							
REVENUES	299	0	0	0	170		170	n/a
EXPENDITURES	299	0	0	0	1,023	0	(1,023)	n/a
TOTAL -OTHER FINANCING SOURCES	299	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expen	299				(853)			

COUNTY: Quay
 Period Ending: 3/31/2018

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
NMFA Debt Service							
REVENUES	0	0	0	170		170	n/a
EXPENDITURES	0	0	0	1,023	0	(1,023)	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				(853)			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			

OTHER MISC. (FUND 299) DETAIL LIST

SPECIAL REVENUES	BUDGET			ACTUALS			
	Approved Budget	Resolutions Adj. Budget	Adjusted Budget	Year to Date Total	Encumbrances (expend line only)	Budget Balance	Budget Variance %
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
(enter fund name here)							
REVENUES	0	0	0	0		0	n/a
EXPENDITURES	0	0	0	0	0	0	n/a
OTHER FINANCING SOURCES							
Transfers In	0	0	0	0		0	n/a
Transfers (Out)	0	0	0	0		0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	0		0	n/a
Excess (deficiency) of revenues over expenditures				0			
FUND 299 SUMMARY							
Revenue - TOTAL	\$0	\$0	\$0	\$170		170	n/a
Expenditures - TOTAL	\$0	\$0	\$0	\$1,023	\$0	(1,023)	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a

COUNTY: Quay
 Period Ending: 3/31/2018

ROAD FUND - COUNTY

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRAN CES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
REVENUES							
Taxes:							
Gross receipts - County	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Infrastructure	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Hold Harmless	\$0	\$0	\$0	\$0		\$0	n/a
Gross Receipts - Other Dedication	\$0	\$0	\$0	\$0		\$0	n/a
Intergovernmental-State Shared:							
Gas Tax	\$210,000	\$0	\$210,000	\$168,922		(\$41,078)	80.44%
Motor Vehicle Registration	\$330,000	\$0	\$330,000	\$256,362		(\$73,638)	77.69%
Grants - Federal	\$0	\$0	\$0	\$0		\$0	n/a
Grants - State	\$364,478	\$88,080	\$452,558	\$451,458		(\$1,100)	99.76%
Grants - Local	\$0	\$0	\$0	\$0		\$0	n/a
Federal - Bankhead Jones	\$0	\$0	\$0	\$0		\$0	n/a
Federal - Forest Reserve	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriations	\$0	\$0	\$0	\$0		\$0	n/a
Interest Income	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$2,000	\$0	\$2,000	\$2,290		\$290	114.50%
Miscellaneous	\$6,000	\$0	\$6,000	\$2,512		(\$3,488)	41.87%
TOTAL ROAD FUND REVENUES	\$912,478	\$88,080	\$1,000,558	\$881,544		(\$119,014)	88.11%
EXPENDITURES							
Current:							
General Government	\$1,490,023	\$0	\$1,490,023	\$904,531	\$0	\$585,492	60.71%
Public Works	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service:							
Principal	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Interest	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL ROAD FUND EXPENDITURES	\$1,490,023	\$0	\$1,490,023	\$904,531	\$292	\$585,200	60.71%
OTHER FINANCING SOURCES							
Transfers In	\$525,000	\$0	\$525,000	\$0		(\$525,000)	0.00%
Transfers (Out)	(\$162,400)	\$0	(\$162,400)	(\$101,806)		\$60,594	62.69%
TOTAL - OTHER FINANCING SOURCES	\$362,600	\$0	\$362,600	(\$101,806)		(\$464,406)	(28.08%)
Excess (deficiency) of revenues over expenditures				(\$124,793)			

COUNTY: Quay
 Period Ending: 3/31/2018

CAPITAL PROJECTS

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget Positive (Negative)	
	Approved Budget	Budget Adjustments	Adjusted Budget			\$	%
REVENUES							
GRT- Dedication	\$0	\$0	\$0	\$0		\$0	n/a
GRT- Hold Harmless	\$0	\$0	\$0	\$0		\$0	n/a
GRT- Infrastructure	\$0	\$0	\$0	\$0		\$0	n/a
Bond Proceeds	\$0	\$0	\$0	\$0		\$0	n/a
Local Grants	\$0	\$0	\$0	\$0		\$0	n/a
CDBG funding	\$50,000	\$0	\$50,000	\$0		(\$50,000)	0.00%
State Grants	\$0	\$0	\$0	\$0		\$0	n/a
Federal Grants (other)	\$0	\$0	\$0	\$0		\$0	n/a
Legislative Appropriations	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Miscellaneous	\$23,229	\$0	\$23,229	\$10,600		(\$12,629)	45.63%
TOTAL CAPITAL PROJECTS REVENUES	\$73,229	\$0	\$73,229	\$10,600		(\$62,629)	14.48%
EXPENDITURES							
Parks/Recreation	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Housing	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Equipment & Buildings	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Facilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Transit	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Utilities	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Airports	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Infrastructure	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service Payments (P&I)-GO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Debt Service Payments (P&I)-Rev. Bonds	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other	\$1,161,214	\$2,000	\$1,163,214	\$354,984	\$171,940	\$636,290	30.52%
TOTAL CAPITAL PROJECTS EXPENDITURES	\$1,161,214	\$2,000	\$1,163,214	\$354,984	\$171,940	\$636,290	30.52%
OTHER FINANCING SOURCES							
Transfers In	\$5,000	\$0	\$5,000	\$0		(\$5,000)	0.00%
Transfers (Out)	(\$355,000)	\$0	(\$355,000)	\$0		\$355,000	0.00%
TOTAL - OTHER FINANCING SOURCES	(\$350,000)	\$0	(\$350,000)	\$0		\$350,000	0.00%
Excess (deficiency) of revenues over expenditures				(\$344,384)			

COUNTY: Quay
 Period Ending: 3/31/2018

DEBT SERVICE

COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES	BUDGETED AMOUNTS			ACTUALS Y-T-D	ENCUMBRANCES Y-T-D	Variance With Adjusted Budget	
	Approved Budget	Budget Adjustments	Adjusted Budget			Positive (Negative)	
						\$	%
GENERAL OBLIGATION BONDS [FUND 401]							
REVENUES:							
General Obligation - (Property tax)	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Other - Misc	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL REVENUES	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
General Obligation - Principal	\$0	\$0	\$0	\$0	\$0	\$0	n/a
General Obligation - Interest	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures [401]				\$0			
REVENUE BONDS [FUND 402]							
REVENUES:							
Bond Proceeds	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - GRT	\$0	\$0	\$0	\$0		\$0	n/a
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Revenue Bonds - Other	\$0	\$0	\$0	\$0		\$0	n/a
REVENUE BOND REVENUE - TOTAL	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
Revenue Bonds - Principal	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Revenue Bonds - Interest	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Revenue Bond Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	\$0	\$0	\$0	\$0	\$0	\$0	n/a
TOTAL DEBT SERVICE FUND EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	n/a
OTHER FINANCING SOURCES							
Transfers In	\$0	\$0	\$0	\$0		\$0	n/a
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0		\$0	n/a
Excess (deficiency) of revenues over expenditures [402]				\$0			
OTHER DEBT SERVICE [FUND 403]							
REVENUES:							
Investment Income	\$0	\$0	\$0	\$0		\$0	n/a
Loan Revenue	\$0	\$0	\$0	\$0		\$0	n/a
OTHER DEBT SERVICE REVENUE - TOTAL	\$0	\$0	\$0	\$0		\$0	n/a
EXPENDITURES							
NMFA Loan Payments	\$188,500	\$0	\$188,500	\$0	\$0	\$188,500	0.00%
Board of Finance Loan Payments	\$0	\$0	\$0	\$0	\$0	\$0	n/a
Other Debt Service - Misc	\$162,400	\$0	\$162,400	\$284,201	\$0	(\$121,801)	175.00%
TOTAL DEBT SERVICE FUND EXPENDITURES	\$350,900	\$0	\$350,900	\$284,201	\$0	\$66,699	80.99%
OTHER FINANCING SOURCES							
Transfers In	\$378,808	\$0	\$378,808	\$284,201		(\$94,607)	75.03%
Transfers (Out)	\$0	\$0	\$0	\$0		\$0	n/a
TOTAL - OTHER FINANCING SOURCES	\$378,808	\$0	\$378,808	\$284,201		(\$94,607)	75.03%
Excess (deficiency) of revenues over expenditures [403]				\$0			

Identify on all adjustments listed on budget recap page. Please identify each transaction separately.

County Quarterly Report Adjustment Schedule

FUND	TOTAL Adjustment AMOUNT	Detailed adjustment	Explanation
GENERAL FUND - Operating (GF)	39,917	(3,596)	Fund adjustments based on expenses paid between the end of the quarter and next month closeout
CORRECTION ENVIRONMENTAL GRANT			
County Property Valuation	(97)		Fund adjustments based on expenses paid between the end of the quarter and next month closeout
COUNTY ROAD EMS	(3,881)		Fund adjustments based on expenses paid between the end of the quarter and next month closeout
ENHANCED 911 Farm & Range Improvement	(195)		Fund adjustments based on expenses paid between the end of the quarter and next month closeout
FIRE PROTECTION FUND LEPP	(282)		Fund adjustments based on expenses paid between the end of the quarter and next month closeout
LODGERS' TAX RECREATION			
INTERGOVERNMENTAL GRANTS SENIOR CITIZEN COUNTY INDIGENT FUND	(95)		Fund adjustments based on expenses paid between the end of the quarter and next month closeout
COUNTY HOSPITAL FUND COUNTY FIRE PROTECTION	(101)		Fund adjustments based on expenses paid between the end of the quarter and next month closeout
DWI PROGRAM Clerk Recording & Filing			Fund adjustments based on expenses paid between the end of the quarter and next month closeout plus temporary transfer from General
JAIL - DETENTION FUND OTHER	(5,891)		Fund adjustments based on expenses paid between the end of the quarter and next month closeout
CAPITAL PROJECT FUNDS G. O. BONDS	54,055		Auditors adjustment to report reserves with NMIFA on 3 loans
REVENUE BONDS DEBT SERVICE OTHER ENTERPRISE FUNDS			
Water Fund Solid Waste Waste Water Airport Ambulance Cemetery Housing Parking Other Enterprise Other Enterprise Other Enterprise			
INTERNAL SERVICE FUNDS TRUST AND AGENCY FUNDS			

39,917

Distribution Fund Financial Status Report
Local DWI Grant Fund

Exhibit F

Financial Status Report No.: 3

I. Agency Name: Quay County
B. Address: P.O. Box 1246
 Fiscal Year: 2018
C. Telephone No.: 575-461-2122
D. Grant No.: 18-D-D-21

II. Distribution: Completion:
 A. September: 17,594.60
 B. December: 58,737.33
 C. March: 22,132.34
 D. Total Year To Date: 88,614.27

III. Distribution Balance: Completion:
 A. Current Yr. Distribution Year To Date: \$88,614.27
 B. Current Yr. Expenditures To Date: \$52,432.44
 C. Current Expenditures This Period: \$16,395.08
 D. Distribution Balance: \$36,222.83
 E. Report Period Ending: 31-Mar-18

6,181.83

Budget Categories	Approved Budget			Expenditures Year to Date			Expenditures This Request		
	Distribution Subj.	Trkng Subj.	Total Budget	Distribution Subj.	Trkng Subj.	Total Budget	Distribution Subj.	Trkng Subj.	Total Budget
ADMINISTRATIVE*									
Personnel Services			4,258.00			3,185.00			1,065.00
Employee Benefits			0.00			0.00			0.00
Travel (In-State)			0.00			0.00			0.00
Contractual Services			0.00			0.00			0.00
Operating Expenses			0.00			0.00			0.00
PROGRAM									
Personnel Services	49,130.00	2,867.00	51,997.00	33,116.33	2,592.00	35,708.33	10,389.44	125.00	10,514.44
Employee Benefits	11,334.00	1,642.00	12,976.00	8,089.73	1,642.00	9,741.73	2,647.22		2,647.22
Travel (In-State)	4,000.00	0.00	4,000.00	2,688.52	0.00	2,688.52	605.92		605.92
Travel (Out-of-State)	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Supplies	3,602.00	2,000.00	5,602.00	684.56	0.00	684.56	115.28		115.28
Operating Costs	7,112.00	12,757.00	19,869.00	6,243.30	8,029.69	14,272.99	1,137.24	1,752.71	2,889.95
Contractual Services	6,000.00	8,000.00	14,000.00	1,500.00	459.00	1,959.00	1,500.00		1,500.00
Minor Equipment	2,500.00	0.00	2,500.00	0.00	0.00	0.00	0.00		0.00
Capital Outlay*	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL EXPENDITURES	83,678.00	29,625.00	113,203.00	62,332.44	15,917.69	68,250.13	16,395.08	2,942.71	19,337.78

IV. CERTIFICATION: Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct, expenditures are properly documented, required/matching funds have been spent/obligated in the reported amount, and the copies of all required documentation are attached, or on file for review. The documentation for this payment is true and reflects correct copies of the originals. All payment requests listed are not funded by any other funding source. The service provider shall not bill the grantee and another funding source for the same client at the same time.

Tax ID No.: 85-6000238
 Cheryl Sampson 4/18/2018 Date
 Grantee Fiscal Officer
 Grantee Representative 4/18/18 Date
 Local Government Division Fiscal Officer Date
 Local Government Division Project Representative Date

LOCAL DWI GRANT FUND
Distribution Fund Financial Status Report
Breakdown By Program Component Expenditures F(1)

Program: Quay County
 Project No: 18-D-0-21
 Report No. 3

Total Distribution Funds Reported This Period: 16,395.08
 Total Matching Expenditures Reported This Period: 2,942.71
 Total Expenditures Reported This Period: 19,337.79

Distribution Expenditures:

Prevention	<u>Budget</u>
Enforcement	17,780.00
Screening	0.00
Domestic Violence	0.00
Treatment:Outpatient/Jailbased	0.00
Compliance Monitoring/Tracking	45,583.00
Coor, Plan & Eval	20,305.00
Alternative Sentencing	0.00
Totals:	83,678.00

<u>This Request</u>	<u>YTD</u>
4,476.56	13,353.68
	0.00
	0.00
	0.00
	0.00
6,226.27	26,008.24
5,690.25	12,972.52
	0.00
16,395.08	52,332.44

In-Kind/Match Expenditures:

Prevention	<u>Budget</u>
Enforcement	5,909.00
Screening	0.00
Domestic Violence	0.00
Treatment:Outpatient/Jailbased	0.00
Compliance Monitoring/Tracking	23,816.00
Coor, Plan & Eval	0.00
Alternative Sentencing	0.00
Totals:	29,825.00

<u>This Request</u>	<u>YTD</u>	<u>Additional</u>
	3,909.00	<u>In-Kind/Match</u>
	0.00	
	0.00	
	0.00	
	0.00	
2,942.71	12,008.68	
	0.00	
	0.00	
2,942.71	15,917.69	0

Checks: _____

Total Expenditures This Reimbursement: 19,337.79

Total Expenditures Year to Date: 88,250.13

Total Additional In-Kind Match Year to Date: 0.00

I hereby certify to the best of my knowledge and belief, the above information is correct, expenditures are properly documented, required/matching funds have been spent/obligated in the reported amount, and the copies of all required documentation are attached, or on file for review. The documentation for this payment is true and reflects correct copies of the originals. All payment requests listed are not funded by any other funding source. The service provider shall not bill the grantee and another funding source for the same client at the same time.

Cheryl Simpson
 Name

Finance Director
 Title

4/18/2018
 Date

Exhibit G

Exhibit G - Page 1
Grant or Distribution

Detailed Breakdown By Budget Category LOCAL DWI GRANT PROGRAM

Grantee: Quay County
Project No.: 18-D-J-D-21
Request No.: 3

Total Grant Funds Requested This Request:	16,395.08
Total Matching Funds Reported This Request:	2,842.71
Total Expenditures Reported This Request:	19,337.79

Grant or Distribution Expenditures:

ADMINISTRATIVE

Administrative expenses are not allowed.

PROGRAM

Personnel Services

<u>Pay Period</u>	<u>Name</u>	<u>Job title</u>	<u>Check Number</u>	<u>Date of Check</u>	<u>Amount</u>	<u>Explanation</u>
12/24/17-1/6/18	Susan Lease	Preventionist	Direct Deposit	1/11/2018	491.62	
1/7/18-1/20/18	Susan Lease	Preventionist	Direct Deposit	1/25/2018	491.62	
1/21/18-2/3/18	Susan Lease	Preventionist	Direct Deposit	2/8/2018	491.62	
2/4/18-2/17/18	Susan Lease	Preventionist	Direct Deposit	2/22/2018	491.62	
2/18/18-3/3/18	Susan Lease	Preventionist	Direct Deposit	3/8/2018	491.62	
3/4/18-3/17/18	Susan Lease	Preventionist	Direct Deposit	3/22/2018	491.62	
12/24/17-1/6/18	Andrea Shafer	DWI Coordinator	Direct Deposit	1/11/2018	750.00	
1/7/18-1/20/18	Andrea Shafer	DWI Coordinator	Direct Deposit	1/25/2018	750.00	
1/21/18-2/3/18	Andrea Shafer	DWI Coordinator	Direct Deposit	2/8/2018	750.00	
2/4/18-2/17/18	Andrea Shafer	DWI Coordinator	Direct Deposit	2/22/2018	749.99	
2/18/18-3/3/18	Andrea Shafer	DWI Coordinator	Direct Deposit	3/8/2018	749.99	
3/4/18-3/17/18	Andrea Shafer	DWI Coordinator	Direct Deposit	3/22/2018	750.00	
12/24/17-1/6/18	James D. Garcia	Compliance Officer	Direct Deposit	1/11/2018	800.00	
1/7/18-1/20/18	James D. Garcia	Compliance Officer	Direct Deposit	1/25/2018	800.00	
1/21/18-2/3/18	James D. Garcia	Compliance Officer	Direct Deposit	2/8/2018	540.00	
2/4/18-2/17/18	James D. Garcia	Compliance Officer	Direct Deposit	2/22/2018	540.00	
2/18/18-3/3/18	James D. Garcia	Compliance Officer	Direct Deposit	3/8/2018	259.74	
Total Personnel Services:					10,389.44	

Employee Benefits

<u>Pay Period</u>	<u>Name</u>	<u>Job title</u>	<u>Check Number</u>	<u>Date of Check</u>	<u>Amount</u>	<u>Explanation</u>
12/24/17-1/6/18	Susan Lease	Preventionist	Direct Deposit	1/11/2018	226.76	
1/7/18-1/20/18	Susan Lease	Preventionist	Direct Deposit	1/25/2018	226.76	
1/21/18-2/3/18	Susan Lease	Preventionist	Direct Deposit	2/8/2018	226.76	
2/4/18-2/17/18	Susan Lease	Preventionist	Direct Deposit	2/22/2018	226.76	
2/18/18-3/3/18	Susan Lease	Preventionist	Direct Deposit	3/8/2018	226.76	
3/4/18-3/17/18	Susan Lease	Preventionist	Direct Deposit	3/22/2018	227.38	
12/24/17-1/6/18	Andrea Shafer	DWI Coordinator	Direct Deposit	1/11/2018	130.59	
1/7/18-1/20/18	Andrea Shafer	DWI Coordinator	Direct Deposit	1/25/2018	130.59	
1/21/18-2/3/18	Andrea Shafer	DWI Coordinator	Direct Deposit	2/8/2018	130.59	
2/4/18-2/17/18	Andrea Shafer	DWI Coordinator	Direct Deposit	2/22/2018	130.59	
2/18/18-3/3/18	Andrea Shafer	DWI Coordinator	Direct Deposit	3/8/2018	130.59	
3/4/18-3/17/18	Andrea Shafer	DWI Coordinator	Direct Deposit	3/22/2018	132.32	
12/24/17-1/6/18	James D. Garcia	Compliance Officer	Direct Deposit	1/11/2018	139.70	
1/7/18-1/20/18	James D. Garcia	Compliance Officer	Direct Deposit	1/25/2018	139.70	
1/21/18-2/3/18	James D. Garcia	Compliance Officer	Direct Deposit	2/8/2018	94.30	
2/4/18-2/17/18	James D. Garcia	Compliance Officer	Direct Deposit	2/22/2018	94.30	
2/18/18-3/3/18	James D. Garcia	Compliance Officer	Direct Deposit	3/8/2018	32.77	
Total Employee Benefits:					2,647.22	

Grant or Distribution

Travel (In-State)

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Explanation
1/1/18-2/28/18	Mileage-County Wide	3/15/2018	Susan Lease	35647	167.66	Mileage
1/15-18/2018	NMAC Leg. Conf.	1/8/2018	Andrea Shafer	35150	324.00	Per Diem 80%
1/15-18/2018	NMAC Leg. Conf.	1/29/2018	Andrea Shafer	35268	81.00	Per Diem 20%
3/2/2018	Deliver FY19 Propos	3/21/2018	Card Services 0978	35684	33.26	Meal
Total Travel (In-State):					605.92	

Travel (Out-of-State)

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Explanation
Total Travel (Out-of-State):					0.00	

Supplies (*Please list Prevention Giveaways/Promotional Items separately below)

Date of Order	Check Date	Vendor/Item	Description	Check Number	Amount	Explanation
1/4/2018	1/25/2018	SPC Office Products	Office Supplies	35331	10.73	
12/23/2017	1/23/2018	Card Services	Office Supplies	35246	86.11	
1/15/2018	2/14/2018	Card Services	Office Supplies	35459	18.42	
Total Supplies:					115.26	

*Prevention Giveaways/Promotional Items

Operating Costs

Period Covered	Check Date	Vendor/Item	Description	Check Number	Amount	Explanation
2/21/2018	2/22/2018	Lowe's Ace Hardwan	Doorbell	35512	31.99	
1/1/2018-3/31/2018	1/31/2018	Mailfinance	Postage	35053	33.92	
1/1/2018-3/31/2018	1/31/2018	Mailfinance	Postage Machine	35304	62.23	
3/5/2018	3/28/2018	Ciovis Media	Employment Ad	35686	97.37	
December	1/4/2018	City of Tucumcari	Water	35157	97.14	
January	2/6/2018	City of Tucumcari	Water	35366	97.14	
February	3/8/2018	City of Tucumcari	Water	35574	97.14	
March	3/28/2018	City of Tucumcari	Water	35685	97.14	
January	1/11/2018	Xcel	Electricity	35243	77.56	
February	2/14/2018	Xcel	Electricity	35466	76.13	
March	3/15/2018	Xcel	Electricity	35649	68.43	
January	1/25/2018	NM Gas	Heating	35312	61.00	
February	2/22/2018	NM Gas	Heating	35517	61.00	
March	3/28/2018	NM Gas	Heating	35710	61.00	
January	1/25/2018	Xerox	Copier Lease	35346	87.27	
February	2/22/2018	Xerox	Copier Lease	35542	15.39	
March	3/28/2018	Xerox	Copier Lease	35741	15.39	
Total Operating Costs:					1,137.24	

Contractual Services

Period Covered	Check Date	Vendor	Description	Check Number	Amount	Explanation
January	1/4/2018	Quay County	Office Rent	35189	500.00	
February	2/22/2018	Quay County	Office Rent	35525	500.00	
March	3/8/2018	Quay County	Office Rent	35620	500.00	
Total Contractual Services:					1,500.00	

Minor Equipment

Date of Order	Check Date	Vendor/Item	Description	Check Number	Amount	Explanation
Total Minor Equipment:					0.00	

Capital Outlay

Date of Order	Check Date	Vendor/Item	Description	Check Number	Amount	Explanation
Total Capital Outlay:					0.00	

Total Grant Fund Reimbursement Request: 16,395.08

Check: 16395.08

I hereby certify to the best of my knowledge and belief, the above information is correct, expenditures are properly documented, required / matching funds have been spent / obligated in the reported amount, and that copies of all required documentation are attached or on file for review. The documentation for this payment is true and reflects correct copies of the originals. I certify that the items listed in this report have not been billed or reported previously to the Local DWM Grant & Distribution program. I certify that all payment requests listed are not funded by any other funding source and that the service provider shall not bill this grant/distribution fund and any other funding source for the same service provided to the same client at the same time.

Cheryl Simpson
Name

Finance Director
Title

4/18/2018
Date

Exhibit G
Detailed Breakdown By Budget Category
LOCAL DWI GRANT PROGRAM

Grantee: Quay County
Project No.: 18-D-J-D-21
Request No.: 3

Total Grant Funds Requested This Request: 16,395.08
Total Matching Funds Reported This Request: 2,942.71
Total Expenditures Reported This Request: 19,337.79

In-Kind/Match Expenditures:

ADMINISTRATIVE expenses are allowed for in-Kind Match only.

Personnel Services

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Jan, Feb, March	Cheryl Simpson	Finance Director		467.80	
Jan, Feb, March	Sheryl Chambers	Bookkeeping		167.64	
Jan, Feb, March	Richard Primrose	County Manager		429.36	
Total Personnel Services:				<u>1,065.00</u>	

Employee Benefits

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Employee Benefits:				<u>0.00</u>	

Travel

<u>Date of Travel/Location</u>	<u>Purpose of Travel</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Travel:					<u>0.00</u>	

Contractual Services

<u>Period Covered</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Contractual Services:					<u>0.00</u>	

Operating Costs

<u>Period Covered</u>	<u>Check Date</u>	<u>Vendor/Item</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Operating Costs:					<u>0.00</u>	

PROGRAM

Personnel Services

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
January	DWI Council	0		0.00	
February	DWI Council	0		0.00	
March	DWI Council	5		125.00	Council Mtg
Total Personnel Services:				<u>125.00</u>	

Employee Benefits

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Employee Benefits:				<u>0.00</u>	

Travel (In-State)						
<u>Date of Travel/Location</u>	<u>Purpose of Travel</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Number</u>	<u>Amount</u>	<u>In-Kind/Matching</u>
Total Travel (In-State):					<u>0.00</u>	

Travel (Out-of-State)						
<u>Date of Travel/Location</u>	<u>Purpose of Travel</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Travel (Out-of-State):					<u>0.00</u>	

Supplies						
<u>Date of Order</u>	<u>Check Date</u>	<u>Vendor/Item</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Supplies:					<u>0.00</u>	

Operating Costs						
<u>Period Covered</u>	<u>Check Date</u>	<u>Vendor/Item</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
January	1/11/2018	Plateau	Internet	35238	<u>446.06</u>	
February	2/6/2018	Plateau	Internet	35368	<u>446.55</u>	
March	3/8/2018	Plateau	Internet	35576	<u>445.94</u>	
January	1/4/2018	AT&T	Cell Phone	35142	<u>83.94</u>	
February	2/6/2018	AT&T	Cell Phone	35365	<u>84.11</u>	
March	3/8/2018	AT&T	Cell Phone	35573	<u>84.11</u>	
Total Operating Costs:					<u>1,590.71</u>	

Contractual Services						
<u>Period Covered</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
December	1/25/2018	ADE Inc.	Screenings	35266	<u>30.00</u>	
January	2/22/2018	Lou's Clinical Lab	UA Test	35510	<u>42.00</u>	
February	3/28/2018	Lou's Clinical Lab	UA Test	35706	<u>90.00</u>	
Total Contractual Services:					<u>162.00</u>	

Minor Equipment						
<u>Date of Order</u>	<u>Check Date</u>	<u>Vendor/Item</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Minor Equipment:					<u>0.00</u>	

Capital Outlay						
<u>Date of Order</u>	<u>Check Date</u>	<u>Vendor/Item</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>
Total Capital Outlay:					<u>0.00</u>	

Total In-Kind/ Matching Reimbursement Request: 2,942.71

Check: 2942.71

I hereby certify to the best of my knowledge and belief, the above information is correct, expenditures are properly documented, required / matching funds have been spent / obligated in the reported amount, and that copies of all required documentation I certify that the items listed in this report have not been billed or reported previously to the Local DWM Grant & Distribution program. I certify that all payment requests listed are not funded by any other funding source and that the service provider shall not bill this grant/distribution fund and any other funding source for the same service provided to the same client at the same time.

Cheryl Simpson
Name

Finance Director
Title

4/18/2018
Date

**LOCAL DWI GRANT PROGRAM
Request For Payment/Financial Status Report**

Exhibit D

1. Grantee: City of St. Louis
2. Address: P.O. Box 1246
St. Louis, MO 63103
3. Telephone No.: 314-661-2122
D. Grant No.: 18-D-G-21

Payment Request No.: 3
Programs/Commitment:
A. Grant Award: \$21,000.00
B. Funds Requested To Date: \$7,888.76
C. Amount Requested This Payment: \$3,831.79
D. Current Balance: \$9,279.45
III. Report Period Ending: 31-Mar-18

Budget Categories	Approved Budget			Expenditures Year to Date			Expenditures This Request		
	Grant Funds	In/Kind Match	Total Budget	Grant Funds	In/Kind Match	Total Budget	Grant Funds	In/Kind Match	Total Expenditures
ADMINISTRATIVE*									
Personnel Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROGRAM									
Personnel Services	11,450.00	2,100.00	13,550.00	8,114.32	2,100.00	10,214.32	2,621.94		2,621.94
Employee Benefits	5,815.00	0.00	5,815.00	3,606.23	0.00	3,606.23	1,209.85		1,209.85
Travel (In-State)	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Travel (Out-of-State)	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Operating Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Contractual Services	3,735.00	0.00	3,735.00	0.00	0.00	0.00	0.00		0.00
Minor Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Capital Outlay*	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL EXPENDITURES	21,000.00	2,100.00	23,100.00	11,720.55	2,100.00	13,820.55	3,831.79	0.00	3,831.79
						13,820.55			3,831.79

IV. CERTIFICATION: Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct, expenditures are properly documented, required/matching funds have been spent/obligated in the reported amount, and the copies of all required documentation are attached, or on file for review. The documentation for this payment is true and reflects correct copies of the originals. All payment requests listed are not funded by any other funding source. The service provider shall not bill the grantee and another funding source for the same client at the same time.

Grantee Fiscal Officer: Carol Simpson **Date:** 4/18/2018
Grantee Representative: Phillip D. Davis **Date:** _____
Tax ID No.: 85-6000238
Division Fiscal Officer: _____ **Date:** _____
Division Project Representative: _____ **Date:** _____

Exhibit G
Detailed Breakdown By Budget Category
LOCAL DWI GRANT PROGRAM

Exhibit G - Page 1
 Grant or Distribution

Grantee: Quay County
 Project No.: 18-D-J-G-21
 Request No.: 3

Total Grant Funds Requested This Request: 3,831.79
 Total Matching Funds Reported This Request: 0.00
 Total Expenditures Reported This Request: 3,831.79

Grant or Distribution Expenditures:

ADMINISTRATIVE

Administrative expenses are not allowed.

PROGRAM

Personnel Services

Pay Period	Name	Job title	Check Number	Amount	Explanation
12/24/17-1/6/18	Susan Lease	Preventionist	Direct Deposit	1/11/2018 436.99	
1/7/18-1/20/18	Susan Lease	Preventionist	Direct Deposit	1/25/2018 436.99	
1/21/18-2/3/18	Susan Lease	Preventionist	Direct Deposit	2/8/2018 436.99	
2/4/18-2/17/18	Susan Lease	Preventionist	Direct Deposit	2/22/2018 436.99	
2/18/18-3/3/18	Susan Lease	Preventionist	Direct Deposit	3/8/2018 436.99	
3/4/18-3/17/18	Susan Lease	Preventionist	Direct Deposit	3/22/2018 436.99	
Total Personnel Services:				<u>2,621.94</u>	

Employee Benefits

Pay Period	Name	Job title	Check Number	Amount	Explanation
12/24/17-1/6/18	Susan Lease	Preventionist	Direct Deposit	1/11/2018 201.55	
1/7/18-1/20/18	Susan Lease	Preventionist	Direct Deposit	1/25/2018 201.55	
1/21/18-2/3/18	Susan Lease	Preventionist	Direct Deposit	2/8/2018 201.55	
2/4/18-2/17/18	Susan Lease	Preventionist	Direct Deposit	2/22/2018 201.55	
2/18/18-3/3/18	Susan Lease	Preventionist	Direct Deposit	3/8/2018 201.55	
3/4/18-3/17/18	Susan Lease	Preventionist	Direct Deposit	3/22/2018 202.10	
Total Employee Benefits:				<u>1,209.85</u>	

Travel (In-State)

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Explanation
Total Travel (In-State):					<u>0.00</u>	

Travel (Out-of-State)

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Explanation
Total Travel (Out-of-State):					<u>0.00</u>	

Supplies (*Please list Prevention Giveaways/Promotional Items separately below)

Date of Order	Check Date	Vendor/Item	Description	Check Number	Amount	Explanation
Total Supplies:					<u>0.00</u>	

*Prevention Giveaways/Promotional Items

Exhibit G

Detailed Breakdown By Budget Category LOCAL DWI GRANT PROGRAM

Grantee:	Quay County	Total Grant Funds Requested This Request:	3,831.78
Project No.:	18-D-J-G-21	Total Matching Funds Reported This Request:	0.00
Request No.:	3	Total Expenditures Reported This Request:	3,831.78

In-Kind/Match Expenditures:

ADMINISTRATIVE expenses are allowed for In-Kind Match only.

Personnel Services

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Personnel Services:				0.00	

Employee Benefits

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Employee Benefits:				0.00	

Travel

<u>Date of Travel/Location</u>	<u>Purpose of Travel</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Travel:				0.00		

Contractual Services

<u>Period Covered</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Contractual Services:				0.00		

Operating Costs

<u>Period Covered</u>	<u>Check Date</u>	<u>Vendor/Item</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Operating Costs:				0.00		

PROGRAM

Personnel Services

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Personnel Services:				0.00	

Employee Benefits

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Employee Benefits:				0.00	

Travel (In-State)

<u>Date of Travel/Location</u>	<u>Purpose of Travel</u>	<u>Check Date</u>	<u>Name</u>	<u>Check Number</u>	<u>Amount</u>	<u>Explanation</u>

Total Travel (In-State):				0.00		

**EXHIBIT E
Fees Collected Summary**

Grantee:	Quay County
Address:	P. O. Box 1246
	300 South Third St
	Tucumcari, NM 88401

Component	FY17 Beginning Balance (From FY16 Ending Balance)	FY17		
		Dollar Amt Collected in Fees	Dollar Amt of Fees Spent for DWI	Quarter Ending Balance
Prevention				\$ -
Enforcement				\$ -
Screening	\$ 5,553.57	\$ 370.05	\$ 375.00	\$ 5,548.62
Domestic Violence				\$ -
Treatment	\$ 1,421.85	\$ 3.03		\$ 1,424.88
Compliance Monitoring/Tracking	\$ 14,233.02	\$ 4,218.19	\$ 3,203.15	\$ 15,248.06
Coordination, Planning & Evaluation	\$ 8,888.47	\$ 741.15	\$ 21.00	\$ 9,608.62
Alternative Sentencing				\$ -
Totals	\$ 30,096.91	\$ 5,332.42	\$ 3,599.15	\$ 31,830.18

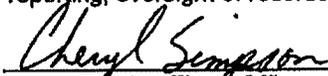
Component	Q1 Ending Balance	Q2		
		Dollar Amt Collected in Fees	Dollar Amt of Fees Spent for DWI	Quarter Ending Balance
Prevention	\$ -			\$ -
Enforcement	\$ -			\$ -
Screening	\$ 5,548.62	\$ 300.38		\$ 5,849.00
Domestic Violence	\$ -			\$ -
Treatment	\$ 1,424.88	\$ 4.16		\$ 1,429.04
Compliance Monitoring/Tracking	\$ 15,248.06	\$ 4,481.88	\$ 3,073.83	\$ 16,656.11
Coordination, Planning & Evaluation	\$ 9,608.62	\$ 918.44	\$ 63.00	\$ 10,464.06
Alternative Sentencing	\$ -			\$ -
Totals	\$ 31,830.18	\$ 5,704.86	\$ 3,136.83	\$ 34,398.21

Component	Q2 Ending Balance	Q3		
		Dollar Amt Collected in Fees	Dollar Amt of Fees Spent for DWI	Quarter Ending Balance
Prevention	\$ -			\$ -
Enforcement	\$ -			\$ -
Screening	\$ 5,849.00	\$ 610.93	\$ 30.00	\$ 6,429.93
Domestic Violence	\$ -			\$ -
Treatment	\$ 1,429.04	\$ 7.72		\$ 1,436.76
Compliance Monitoring/Tracking	\$ 16,656.11	\$ 3,598.40	\$ 1,506.77	\$ 18,747.74
Coordination, Planning & Evaluation	\$ 10,464.06	\$ 689.10	\$ 132.00	\$ 11,021.16
Alternative Sentencing	\$ -			\$ -
Totals	\$ 34,398.21	\$ 4,906.15	\$ 1,668.77	\$ 37,635.59

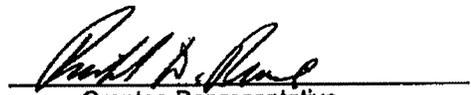
Component	Q3 Ending Balance	Dollar Amt Collected in Fees	Dollar Amt of Fees Spent for DWI	Quarter Ending Balance
Prevention	\$ -			\$ -
Enforcement	\$ -			\$ -
Screening	\$ 6,429.93			\$ 6,429.93
Domestic Violence	\$ -			\$ -
Treatment	\$ 1,436.76			\$ 1,436.76
Compliance Monitoring/Tracking	\$ 18,747.74			\$ 18,747.74
Coordination, Planning & Evaluation	\$ 11,021.16			\$ 11,021.16
Alternative Sentencing	\$ -			\$ -
Totals	\$ 37,635.59	\$ -	\$ -	\$ 37,635.59

Component	FY17 Beginning Balance (From FY16 Ending Balance)	Total Fee Summary and In-Kind		
		Dollar Amt Collected in Fees	Dollar Amt of Fees Spent for DWI	Fiscal Year Fee Ending Balance
Prevention	\$ -	\$ -	\$ -	\$ -
Enforcement	\$ -	\$ -	\$ -	\$ -
Screening	\$ 5,553.57	\$ 1,281.36	\$ 405.00	\$ 6,429.93
Domestic Violence	\$ -	\$ -	\$ -	\$ -
Treatment	\$ 1,421.85	\$ 14.91	\$ -	\$ 1,436.76
Compliance Monitoring/Tracking	\$ 14,233.02	\$ 12,298.47	\$ 7,783.75	\$ 18,747.74
Coordination, Planning & Evaluation	\$ 8,888.47	\$ 2,348.69	\$ 216.00	\$ 11,021.16
Alternative Sentencing	\$ -	\$ -	\$ -	\$ -
Totals	\$ 30,096.91	\$ 15,943.43	\$ 8,404.75	\$ 37,635.59

CERTIFICATION: Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct, all fees collected are reported here and fees are properly deposited within 24 hours of receipt into the Local DWI Grant and Distribution Program fund. All backup documentation for this report is attached here or on file for review. I certify adequate internal fiscal controls are in place to provide proper fiscal reporting, oversight of records and management of funds.


 Cheryl Simpson
 Grantee Fiscal Officer

4/18/2018
 Date


 Grant Representative

Wayne A. Johnson
State Auditor



C. Jack Emmons, CPA, CFE
Deputy State Auditor

State of New Mexico
Office of the State Auditor

April 12, 2018

Cheryl Simpson
Quay County
cheryl.simpson@quaycounty-nm.gov

Dear Cheryl Simpson,

Pursuant to NMSA 1978, Sections 12-6-3 and -14, and NMAC 2.2.2.8, the Office of the State Auditor hereby approves the request and contract for Carr, Riggs & Ingram, LLC (the "IPA") to conduct the Fiscal Year 2018 annual audit or agreed-upon procedures engagement for Quay County (the "Agency"). This approval is contingent upon the following:

- The IPA and the Agency must use the form of contract generated through the Office of the State Auditor's OSA-Connect system, with no changes. Any changes to the contract must be approved in writing by the State Auditor.
- The contract price and all other terms of the contract must be identical to the information submitted through the OSA-Connect system.
- If applicable, the Agency will submit the contract for any additional required approvals from an oversight authority, including any approvals by the Public Education Department or Higher Education Department required by NMSA 1978, Section 12-6-14.
- If applicable, the Agency will submit to the Department of Finance and Administration Contracts Review Bureau the required number of signed contracts, a copy of this letter and any other required documentation.

If any of these conditions is not satisfied, this approval will be void, and the Agency will be required to commence the contracting process again with the submission of new information through the OSA-Connect system.

When the contract has been fully executed, please email a PDF copy to reports@osa.state.nm.us, as required by NMAC 2.2.2.8(G)(6). If you have any questions, please contact the Office of the State Auditor at (505) 476-3800. Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script that reads "C. Jack Emmons".

C. Jack Emmons, CPA, CFE
Deputy State Auditor

Contract No.

STATE OF NEW MEXICO AUDIT CONTRACT

Quay County

hereinafter referred to as the "Agency," and

Carr, Riggs & Ingram, LLC

hereinafter referred to as the "Contractor," agree:

As required by the Audit Rule, NMAC Section 2.2.2.1 et seq., Contractor agrees to, and shall, inform the Agency of any restriction placed on Contractor by the Office of the State Auditor pursuant to NMAC Section 2.2.2.8, and whether the Contractor is eligible to enter into this Contract despite the restriction.

1. SCOPE OF WORK (Include in Paragraph 25 any expansion of scope)

- A. The Contractor shall conduct a financial and compliance audit of the Agency for Fiscal Year 2018 in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, the Audit Act and the Audit Rule (NMAC Section 2.2.2.1 et seq.).

2. DELIVERY AND REPRODUCTION

- A. In order to meet the delivery terms of this Contract, the Contractor shall deliver the following documents to the State Auditor on or before the deadline set forth for the Agency in NMAC Section 2.2.2.9:
1. an organized, bound and paginated hard copy of the Agency's audit report for review;
 2. a copy of the signed management representation letter provided to the IPA by the Agency as required by AU-C580; and
 3. a copy of the completed State Auditor Report Review Guide available at www.osanm.org.
- B. Reports postmarked by the Agency's due date will be considered received by the due date for purposes of NMAC Section 2.2.2.9. Unfinished or excessively deficient reports will not satisfy this requirement; such reports will be rejected and returned to the Contractor and the State Auditor may take action in accordance with NMAC Section 2.2.2.13. If the State Auditor does not receive copies of the management representation letter and the completed Report Review Guide with the audit report or prior to submittal of the audit report, the State Auditor will not consider the report submitted to the State Auditor.
- C. As soon as the Contractor becomes aware that circumstances exist that will make the Agency's audit report late, the Contractor shall immediately provide written notification of the situation to the State Auditor. The notification shall include an explanation regarding why the audit report will be late, when the IPA expects to submit the report and a concurring signature by the Agency.
- D. Pursuant to NMAC Section 2.2.2.10, the Contractor shall prepare a written and dated engagement letter that identifies the specific responsibilities of the Contractor and the Agency.
- E. After its review of the audit report pursuant to NMAC Section 2.2.2.13, the State Auditor shall authorize the Contractor to print and submit the final audit report. Within five business days after the date of the authorization to print and submit the final audit report, the Contractor shall provide the State Auditor an electronic version of the audit report, in PDF format, and the electronic copy of the Excel version of the Summary of Findings Form, Vendor Schedule, Fund Balances, and any GASB 77 data (if applicable). After the State Auditor officially releases the audit report by issuance of a release letter, the Contractor shall deliver 3 copies of the audit report to the Agency. The Agency or Contractor shall ensure that every member of the Agency's governing authority shall receive a copy of the report.
- F. The Agency, upon delivery of its audit report, shall submit to the Federal Audit Clearinghouse (FAC) the completed dated collection form and the reporting package described in Section 200.512 of Uniform Guidance for Federal Awards. The submission is required to be made within 30 calendar days of receipt of the auditor's report, or nine months after the end of the audit period.

3. COMPENSATION

- A. The total amount payable by the Agency to the Contractor under this Contract shall not exceed \$35,413.00 including applicable gross receipts tax.
- B. Contractor agrees not to, and shall not, perform any services in furtherance of this Contract prior to approval by the State Auditor. Contractor acknowledges and agrees that it will not be entitled to payment or compensation for any services performed by Contractor pursuant to this Contract prior to approval by the State Auditor.
- C. Total Compensation will consist of the following:

SERVICES	AMOUNTS
(1) Financial statement audit	<u>\$25,850.00</u>
(2) Federal single audit	<u>\$0.00</u>
(3) Financial statement preparation	<u>\$7,150.00</u>
(4) Other nonaudit services, such as depreciation schedule updates	<u>\$0.00</u>
(5) Other (i.e., component units, specifically identified)	<u>\$0.00</u>

Gross Receipts Tax = \$1,413.00

Total Compensation = \$35,413.00 including applicable gross receipts tax

- D. The Agency shall pay the Contractor the New Mexico gross receipts tax levied on the amounts payable under this Contract and invoiced by the Contractor. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below.
 - E. The State Auditor may authorize progress payments to the Contractor by the Agency; provided that the authorization is based upon evidence of the percentage of audit work completed as of the date of the request for partial payment. Progress payments up to 70% do not require State Auditor approval, provided that the Agency certifies receipt of services. The Agency must monitor audit progress and make progress payments only up to the percentage that the audit is completed prior to making such payment. Progress payments of 70% or more but less than or equal to 90% require State Auditor approval after being approved by the Agency. If requested by the State Auditor, the Agency shall provide a copy of the approved progress billings. The State Auditor may allow only the first 50% of progress payments to be made without State Auditor approval if the Contractor's previous audits were submitted after the due date. Final payment for services rendered by the Contractor shall not be made until a determination and written finding is made by the State Auditor in the release letter that the audit has been made in a competent manner in accordance with the provisions of this Contract and applicable rules of the State Auditor.
4. **TERM.** Unless terminated pursuant to Paragraphs 5 or 19, this Contract shall terminate one calendar year after the latest date on which it is signed.

5. TERMINATION, BREACH AND REMEDIES

- A. This Contract may be terminated:
 - 1. By either party without cause, upon written notice delivered to the other party and the State Auditor at least ten (10) days prior to the intended date of termination.
 - 2. By either party, immediately upon written notice delivered to the other party and the State Auditor, if a material breach of any of the terms of this Contract occurs. Unjustified failure to deliver the report in accordance with Paragraph 2 shall constitute a material breach of this Contract.
 - 3. By the Agency pursuant to Paragraph 19, immediately upon written notice to the Contractor and the State Auditor.
 - 4. By the State Auditor, immediately upon written notice to the Contractor and the Agency after determining that the audit has been unduly delayed, or for any other reason.
- B. By termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination. If the Agency or the State Auditor terminates this Contract, the Contractor shall be entitled to compensation for work performed prior to termination in the amount of earned, but not yet paid, progress payments, if any, that the State Auditor has authorized to the extent required by Paragraph 3(E). If the Contractor terminates this Contract for any reason other than Agency's breach of this Contract, the Contractor shall repay to the Agency the full amount of any progress payments for work performed under the terms of this Contract.
- C. Pursuant to NMAC Section 2.2.2.8, the State Auditor may disqualify the Contractor from eligibility to contract for audit services with the State of New Mexico if the Contractor knowingly makes false statements, false assurances or false disclosures under this Contract. The State Auditor on behalf of the Agency or the Agency may bring a civil action for damages or any other relief against a Contractor for a material breach of this Contract.

D. THE REMEDIES HEREIN ARE NOT EXCLUSIVE, AND NOTHING IN THIS SECTION 5 WAIVES OTHER LEGAL RIGHTS AND REMEDIES OF THE PARTIES.

6. STATUS OF CONTRACTOR

The Contractor and its agents and employees are independent contractors performing professional services for the Agency and are not employees of the Agency. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles or any other benefits afforded to employees of the Agency as a result of this Contract. The Contractor agrees not to purport to bind the State of New Mexico to any obligation not assumed under this Contract unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. ASSIGNMENT

The Contractor shall not assign or transfer any interest in this Contract or assign any claims for money due or to become due under this Contract.

8. SUBCONTRACTING

The Contractor shall not subcontract any portion of the services to be performed under this Contract without the prior written approval of the Agency and the State Auditor. An agreement between the Contractor and a subcontractor to subcontract any portion of the services under this Contract shall be completed on a form prescribed by the State Auditor. The agreement shall be an amendment to this Contract and shall specify the portion of the audit services to be performed by the subcontractor, how the responsibility for the audit will be shared between the Contractor and the subcontractor, the party responsible for signing the audit report and the method by which the subcontractor will be paid. Pursuant to NMAC Section 2.2.2.8, the Contractor may subcontract only with independent public accounting firms that are on the State Auditor's List of Approved Firms, and that are not otherwise restricted by the Office from entering into such a contract.

9. RECORDS

The Contractor shall maintain detailed time records that indicate the date, time, and nature of services rendered during the term of this Contract. The Contractor shall retain the records for a period of at least five (5) years after the date of final payment under this contract. The records shall be subject to inspection by the Agency and the State Auditor. The Agency and the State Auditor shall have the right to audit billings both before and after payment. Payment under this Contract shall not foreclose the right of the Agency or the State Auditor on behalf of the Agency to recover excessive or illegal payments.

10. RELEASE

The Contractor, upon receiving final payment of the amounts due under the Contract, releases the State Auditor, the Agency, their respective officers and employees and the State of New Mexico from all liabilities, claims and obligations whatsoever arising from or under this Contract. This paragraph does not release the Contractor from any liabilities, claims or obligations whatsoever arising from or under this Contract.

11. CONFIDENTIALITY

All information provided to or developed by the Contractor from any source whatsoever in the performance of this Contract shall be kept confidential and shall not be made available to any individual or organization by the Contractor, except in accordance with this Contract or applicable standards, without the prior written approval of the Agency and the State Auditor.

12. PRODUCT OF SERVICES; COPYRIGHT AND REPORT USE

Nothing developed or produced, in whole or in part, by the Contractor under this Contract shall be the subject of an application for copyright by or on behalf of the Contractor. The Agency and the State Auditor may post an audited financial statement on their respective websites once it is publicly released by the State Auditor. For District Courts and District Attorneys only, the contractor agrees that the Financial Control Division of the Department of Finance and Administration (DFA) is free to use the audited financial statements in the statewide Comprehensive Annual Financial Report (CAFR) and that the Contractor's audit report may be relied upon during the audit of the statewide CAFR, if applicable. However, DFA should not provide to any third party, other than the CAFR auditor, the District Courts' or District Attorneys' draft audit reports or their opinion letters or findings.

13. CONFLICT OF INTEREST

The Contractor represents and warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Contract. Each of the Contractor and the Agency certifies that it has followed the requirements of the Governmental Conduct Act, Section 10-16-1, et seq., NMSA 1978, regarding contracting with a public officer, state employee or former state employee, as required by the applicable professional standards.

14. INDEPENDENCE

The Contractor represents and warrants its personal, external and organizational independence from the Agency in accordance with the *Government Auditing Standards 2011 Revision*, issued by the Comptroller General of the United States, and NMAC Section 2.2.2.8. The Contractor shall immediately notify the State Auditor and the Agency in writing if any impairment to the Contractor's independence occurs or may occur during the period of this Contract.

15. AMENDMENT

This Contract shall not be altered, changed or amended except by prior written agreement of the parties and with the prior written approval of the State Auditor. Any amendments to this Contract shall comply with the Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978.

16. **MERGER**

This Contract supersedes all of the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Contract. Contractor and Agency shall enter into and execute an engagement letter pursuant to NMAC Section 2.2.2.10, consistent with Generally Accepted Auditing Standards (GAAS) and Government Auditing Standards (GAGAS). The engagement letter and any associated documentation included with or referenced in the engagement letter shall not be interpreted to amend this Contract. Conflicts between the engagement letter and this Contract are governed by this Contract, and shall be resolved accordingly.

17. **APPLICABLE LAW**

The laws of the State of New Mexico shall govern this Contract. By execution of this Contract, Contractor irrevocably consents to the exclusive personal jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising from or related to this Contract.

18. **AGENCY BOOKS AND RECORDS**

The Agency is responsible for maintaining control of all books and records at all times and the Contractor shall not remove any books and records from the Agency's possession for any reason.

19. **APPROPRIATIONS**

The terms of this Contract are contingent upon sufficient appropriations and authorization being made by the legislature or the Agency's governing body for the performance of this Contract. If sufficient appropriations and authorization are not made by the legislature or the Agency's governing body, this Contract shall terminate upon written notice being given by the Agency to the Contractor. The Agency's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. This section of the Contract does not supersede the Agency's requirement to have an annual audit pursuant to Section 12-6-3(A) NMSA 1978.

20. **PENALTIES FOR VIOLATION OF LAW**

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities and kickbacks.

21. **EQUAL OPPORTUNITY COMPLIANCE**

The Contractor shall abide by all federal and state laws, rules and regulations, and executive orders of the Governor of the State of New Mexico pertaining to equal employment opportunity. In accordance with all such laws, rules, regulations and orders, the Contractor assures that no person in the United States shall, on the grounds of race, age, religion, color, national origin, ancestry, sex, physical or mental handicap or serious medical condition, spousal affiliation, sexual orientation or gender identity be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Contract. If the Contractor is found not to be in compliance with these requirements during the life of this Contract, the Contractor shall take appropriate steps to correct these deficiencies.

22. **WORKING PAPERS**

- A. The Contractor shall retain its working papers of the Agency's audit conducted pursuant to this Contract for a period of at least five (5) years after the date shown on the opinion letter of the audit report, or longer if requested by the federal cognizant agency for audit, oversight agency for audit, pass through-entity or the State Auditor. The State Auditor shall have access to the working papers at the State Auditor's discretion. When requested by the State Auditor, the Contractor shall deliver the original or clear, legible copies of all working papers to the requesting entity.
- B. The Contractor should follow the guidance of AU-C 210 A.27 to A.31 and AU-C 510 .A3 to .A11 in communications with the predecessor auditor and to obtain information from the predecessor auditor's audit documentation.

23. **DESIGNATED ON-SITE STAFF**

The Contractor's on-site individual auditor responsible for supervision of work and completion of the audit is Benjamin Martinez. The Contractor shall notify the Agency and the State Auditor in writing of any changes in staff assigned to perform the audit.

24. **INVALID TERM OR CONDITION**

If any term or condition of this Contract shall be held invalid or unenforceable, the remainder of this Contract shall not be affected.

25. **OTHER PROVISIONS**

Prior to OSA submission, draft audit report will be given to Agency one week prior to exit conference and exit conference shall be an executive session in conjunction to regularly scheduled Commission Meeting date.

SIGNATURE PAGE

This Contract is made effective as of the date of the latest signature.

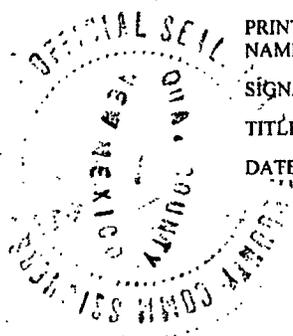
AGENCY

CONTRACTOR

Quay County

Carr, Riggs & Ingram, LLC

PRINTED NAME:	<u>Franklin McCasland</u>	PRINTED NAME:	_____
SIGNATURE:	<u>Franklin McCasland</u>	SIGNATURE:	_____
TITLE:	<u>Commission Chairman</u>	TITLE:	_____
DATE:	<u>4/23/2018</u>	DATE:	_____



State Auditor Contract No. 18 - 5020