



QUAY COUNTY GOVERNMENT  
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AGENDA  
REGULAR SESSION  
QUAY COUNTY BOARD OF COMMISSIONERS  
JANUARY 28, 2019

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**9:00 A.M. Call Meeting to Order**

Pledge of Allegiance

Approval of Minutes-Regular Session January 7, 2019

Approval/Amendment of Agenda

**Public Comment**

**Ongoing Business**

**New Business**

- I. **C. Renee Hayoz, Presbyterian Medical Services, Administrator**
  - Presentation of **Monthly RPHCA Reports**
- II. **Brenda Bishop, Quay County Extension Service Program Director**
  - Presentation of **Quarterly Report – October – December 2018**
- III. **T.J. Riddle, Tucumcari Rawhide Days**
  - Request Approval of **QC Fairground Agreement**
- IV. **Andrea Shafer, Quay County DWI Coordinator Administrator**
  - Request Approval of **QC DWI Quarterly Report**
- V. **Donald Adams, Quay County Fire Marshall**
  - Request Approval of **FY 2018-2019 Resolution No. 18 – Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to NMFA**
  - Request Approval of **Purchase Agreement for Fire Truck for Bard-Endee Fire Department**
- VI. **Larry Moore, Quay County Road Superintendent**
  - **Road Update**
- VII. **Cheryl Simpson, Quay County Finance Director**
  - Request Approval of the **DWI Distribution and Grant Quarterly Financial Reports**
  - Request Approval of the **DFA Quarterly Report**



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Quay County, NM

Ellen White - County Clerk, County Clerk

Pages: 61



- VIII. Richard Primrose, Quay County Manager**
- Request Approval of **FY 2018-2019 Resolution No. 16 – Repealing a Portion of the Quay County Personnel & Procedures Policy & Adopting NM State Statutes Laws Governing that Portion of the Policy**
  - Request Approval of **FY 2018-2019 Resolution No. 17 – County Improvement Funds for Public Infrastructure**
  - Request Approval of **Quay County Representative for City of Tucumcari Library Advisory Board**
  - Correspondence
- IX. Indigent Claims Board**
- Call Meeting to Order
  - Request Approval of **Indigent Minutes for the November 26, 2018 Meeting**
  - Request Approval of **December/January Claims Prepared by Sheryl Chambers**
  - **Adjourn**
- X. Request Approval of Accounts Payable**
- XI. Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners**
- XII. Request for Closed Executive Session**
- Pursuant to Section 10-15-1(H) 7. **The New Mexico Open Meetings Act Pertaining to Threatened or Pending Litigation**
- XIII. Franklin McCasland, Quay County Commission Chairman**
- Proposed action, if any, from **Executive Session**

**Adjourn**

*Lunch-Time and Location to be Announced*

**REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS**

**January 28, 2019**

**9:00 A.M.**

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 28<sup>th</sup> day of January, 2019 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  
Janie Hoffman, Quay County Assessor  
Daniel Zamora, Quay County Emergency Management  
Renee Hayoz, Presbyterian Medical Services Administrator  
Donald Adams, Quay County Fire Marshal  
Brenda Bishop, Quay County Extension Services Program Director  
Carmen Runyan, Tucumcari Chamber of Commerce Director  
Andrea Shafer, Quay County DWI Coordinator  
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Janie Hoffman led the Pledge of Allegiance.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the minutes from the January 7, 2019 regular session as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

County Manager, Richard Primrose announced that T.J. Riddle would not be attending the meeting today and Item No. 3 needed to be removed from the Agenda. A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the agenda after amending by deleting Item No. 3. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

ONGOING BUSINESS: NONE

NEW BUSINESS:

Renee Hayoz, Presbyterian Medical Services Administrator presented the monthly RPHCA Report ending December 31, 2018. A copy of said Report is attached to these minutes.

Brenda Bishop, Quay County Extension Services Program Director presented the Quarterly Report for October-December, 2018. A copy of this Report is attached to these minutes.

Andrea Shafer, Quay County DWI Coordinator presented the 2<sup>nd</sup> Quarterly Report for October-December, 2018 for approval. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Report. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". The Report is attached to the minutes.

Donald Adams, Quay County Fire Marshall requested approval of the following items:

1. FY 2018-2019 Resolution No. 18; Authorizing and Approving Submission of Application for Financial Assistance and Project Approval to NMFA. Adams explained the Application is for \$150,000.00 to assist with the Grant received in the amount of \$100,000.00 plus the reserve cash of \$222,800.00 totaling \$472,800.00 to purchase a Custom Rescue Pumper for the Bard-Endee Fire Department. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve Resolution No. 18. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.
2. Requested approval to purchase the Rescue Pumper, described above from HME, Inc. at the price of \$472,800.00. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the purchase. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Larry Moore, Quay County Road Superintendent presented the following road updates:

1. The Draw-Downs for the CAP and School Bus Projects has been requested in the amounts of \$468,927.00 and \$220,627.00.
2. Crews have started work on Quay Road 67 with tree and debris removal. The dirt work is complete and reclaiming of the surface will begin tomorrow.
3. Moore attended the NRPO meeting held on January 23. Legislative issues were the topic of discussion.

Commissioner Dowell requested Moore and/or Primrose contact Bob Bruce regarding his road.

Commissioner Cherry thanked Moore for sending a blade to help fight the fire in the Nara Visa area last week.

Primrose presented the following items for approval on behalf of Cheryl Simpson, Quay County Finance Director:

1. DWI Distribution and Grant Quarterly Reports. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve these Reports as presented. MOTION carried

with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

2. DFA 2<sup>nd</sup> Quarterly Financial Report. A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the DFA Quarterly Report. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy of this Report is attached to these minutes.

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

1. Resolution No. 16; Repealing a portion of the Quay County Personnel & Procedures Policy & Adopting NM State Statutes Laws Governing that Portion of the Policy (Travel & Per Diem). Commissioner Cherry stated he is aware of one or two Legislative Bills that will be addressing this portion of law and he believes the changes, if passed, will be drastic to this section of law. A MOTION was made by Mike Cherry to table any action on this Resolution until the end of the current Legislative Session. MOTION FAILED due to lack of SECOND.

Commissioner Dowell stated she feels strongly the Board of Commissioners do their due diligence to set and maintain accurate policies and oversee the County Budget. Stating these are the only two responsibilities, by law, they have. Dowell said the County currently has a Policy in direct conflict with law. As a result, every employee has this Policy with inaccurate information. A MOTION was made by Dowell, SECONDED by Chairman McCasland to approve Resolution No. 16. MOTION carried with Dowell voting "aye", McCasland voting "aye" and Cherry voting "no". A copy of Resolution No. 16 is attached to these minutes. Commissioner Cherry reiterated his position saying he would like to see what the Legislature does with that section of law before the County makes changes.

Warren Frost, representing Coronado Partners joined the meeting. Time noted 9:45 a.m.

2. Resolution No. 17; Earmark \$1,750,000.00 of the County Improvement Fund for Public Infrastructure improvements if Coronado Partners is awarded the Racing License from the State of New Mexico. Warren Frost explained approving this Resolution would show the County's vested in the project, if awarded. Frost stated these funds would be set aside and used for Infrastructure that leads to the project and in no way is providing funds to the developers. It would be used for necessary utilities or in other areas needed to ensure the success of the development. The funds, if needed, would require a future vote from the Board of Commissioners with a dollar amount and describe in detail its purpose. If the Racing License does not come to fruition, the earmarking of funds would no longer be required. A MOTION was made by Dowell, SECONDED by Cherry to approve Resolution No. 17. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy is attached to these minutes.
3. Requested approval to appoint Alida Brown to the Tucumcari Library Board as the Quay County Representative. A MOTION was made by Dowell, SECONDED by Cherry to approve Brown. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

Primrose presented the following correspondence:

1. Distributed a flyer for the Quay County AI School to be held on February 26-27 at the Tucumcari Convention Center.
2. Presented the January Gross Receipt Tax Report.
3. The Legislature will be hosting County Day for County's at the Roundhouse on February 15.
4. A meeting of the Southwest Soil and Water Conservation will be held in Meirose on February 8<sup>th</sup> at 6:00 p.m.

Danny Estrada, Quay County Maintenance Supervisor joined the meeting. Time noted. 10:10 a.m.

5. Primrose presented Estrada with a Safety Award Quay County received during the NMC Legislative Conference earlier this month.

Chairman McCasland called the Indigent Claims Board to order. Time noted 10:15 a.m.

---- INDIGENT CLAIMS----

Return to regular session. Time noted 10:20 a.m.

ACCOUNTS PAYABLE:

A MOTION was made by Sue Dowell SECONDED by Mike Cherry to approve the expenditures included in the Accounts Payable Report ending January 24, 2019. 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: NONE

Chairman McCasland requested a ten minute break. Time noted: 10:25 a.m.

Return to regular session. Time noted 10:35 a.m.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry 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 10:36 a.m.

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

Return to regular session. Time noted 10:55 a.m.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell 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 Sue Dowell SECONDED by Mike Cherry to adjourn. MOTION carried with McCasland voting "aye", Cherry voting "aye" and Dowell voting "aye". Time noted 11:00 a.m.

Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS



*Franklin McCasland*  
Franklin McCasland

*Sue Dowell*  
Sue Dowell

*Mike Cherry*  
Mike Cherry

ATTEST:

*Ellen L. White*  
Ellen L. White, County Clerk

Clinic/Program Name: Quay County Family Health Center  
Month Reported: December 2018

**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 type of services provided for the month of December.

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

Provider PTO and holidays

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

Encounters were decreased by 16% for the month of December. This is due in part to provider PTO, CE hours and holidays.

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

None. We are fully staffed.

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

All positions have been filled.

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?**

Due to holiday schedules and schedule conflicts between PMS and other Agencies collaborations efforts throughout the month of December were limited.  
12/10 – Met with Quay Co Health Council  
12/13 – PMS QCFHC Administrator appointed as Co-Chair for the Quay Co Health Council

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.

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

- The Senior Centers in the communities of San Jon and Tucumcari were visited and senior services were provided.
- 12/3 Met with representatives of KQAY/KTNM to schedule the purchase of ads and schedule of on-air interview with Providers.
- Providers attended a Medical Cannabis Training with reps from local clinics and DCT Hospital.

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 November 20, 2018

PMS Board Report  
Recruitment of New Members  
Regional Goals  
Clinic Update  
Home Visiting Update

**RPHCA Program  
Monthly Level of Operations Form**

revised 7/7/15

<b>Organization Name: Presbyterian Medical Services</b>		<b>Contract #</b>	18774
<b>Reporting Site: Quay County Family Health Center</b>		<b>Report Month/Year:</b>	12/01/18
<b>Action Plan Item</b>		<b>Actual Monthly Level</b>	
<b>Level of Operations</b>	Total Number of Primary Care Encounters	308	
	By Provider Type:		
	Physician Encounters	1	
	Midlevel Practitioner Encounters	307	
	Dentist Encounters		
	Dental Hygienist Encounters		
	Behavioral Health Encounters		
	All Other Licensed/Certified Provider Encounters		
	By Payment Source:		
	Sliding Fee Encounters - Medical/Behavioral Health	34	
	Sliding Fee Encounters - Dental		
	Medicaid Encounters - Medical/Behavioral Health	113	
	Medicaid Encounters - Dental		
	County Indigent Encounters		
Other 3 <sup>rd</sup> Party Encounters	75		
Medicare Encounters	82		
100% Self Pay (non-discounted/non-3 <sup>rd</sup> party) Encounters	4		
<b>Unduplicated Number of Users</b>	Total # of unduplicated users	136	
	At or Below Poverty	82	
	Between Poverty and 200% of Poverty	48	
	Above 200% of Poverty	6	
<b>Staffing Level</b>	Administrative Staff	3.2	
		Clinical FTEs	Admin FTEs
	Physicians	0.05	
	Certified Nurse Practitioners	2	3.2
	Physician Assistants		
	Certified Nurse Midwives		
	Dentists		
	Dental Hygienists		
	Behavioral Health Professionals		
	Community Health Workers		
	Clinical Support Staff		2.2
All Other Staff		0.5	
<b>Prior Month's Primary Care Financial Information</b>	<b>Please enter the month being reported: June</b>		
	Total Primary Care Revenues - all sources	68,870	
	Sliding Fee Revenues - Medical	4,153	
	Sliding Fee Revenues - Dental	0	
	Medicaid Revenues - Medical	22,734	
	Medicaid Revenues - Dental	0	
	County Indigent Fund Revenues	0	
	Other 3 <sup>rd</sup> Party Revenues	7,838	
	Medicare Revenues	16,429	
	100% Self Pay (non-discounted/non-3 <sup>rd</sup> party) Patient Revenues	219	
	Contracts/Grants Revenues (including RPHCA)	17,497	
	Total Primary Care Expenditures	96,607	
	Total Primary Care Charges	72,426	
	Sliding Fee Discounts - Medical	7,994	
Sliding Fee Discounts - Dental	0		
Prepared by: C Renee Hayoz		1/9/2019	



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## College of Agricultural, Consumer and Environmental Sciences

Brenda Bishop, Home Economist, County Program Director  
Jason Lamb, Agriculture Agent  
Colette Mapes, Secretary      Joyce Runyan, Program Assistant

### Quay County 4-H Program

#### Livestock Program

At the 2018 Eastern New Mexico State Fair Quay County exhibited 62 livestock entries with 25 youth participating. Over 40 parents and 4-H leaders assisted youth with their livestock. The agent taught hands-on showing, advised youth on weighing, declaring weights and feeding projects. Youth at the fair showed lambs, goats, steers, heifers, rabbits, and pigs. Six youth qualified and sold their livestock at the Junior Livestock sale earning about \$11,000 dollars that they will use to purchase livestock projects for next year or for college. Youth learn life skills such as responsibility, competition, and work skills that will contribute more successful adults later in life.

#### 4-H Project Workshops

New this year is an Origami project. To introduce this project, an open workshop was held for all 4-Hers. Nine members attended and they learned along with FCS Agent and Program Assistant how to make different types of folds. The folds were then used to make a house, piano, ball and crane. The crane was the most difficult. Several of the kids are planning to take this new project because of the workshop.

Two sewing workshops were held for returning sewers to help them improve their skills before moving on to their projects. As a bonus they were able to make pillowcases as a community service project. Four sewers attended each workshop. The sewers made 11 pillow cases for the residents at Quail Ridge Assisted living center and each of the six sewers made one for themselves. An adult volunteer made the remaining 6 that we needed. On the second day, parents and other 4-Hers assisted with trimming the threads, ironing, and wrapping the cases with a special gift tag. Then they delivered them to the center and sang carols.

A baking community service workshop was also held in December with 19 bakers and 2 wonderful mothers assisting. 4-Hers were divided into 2 groups and each group made 4 batches of cookies. They learned how to measure correctly, follow recipes, and procedures for making drop and molded cookies. They also made bar cookies. Each 4-Her took a turn at washing the dishes throughout the workshop. Large platters of cookies were delivered to the Community Cantata for refreshments. There were also cookies for each to take home.

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Seven practices were held for the 4-Hers competing in the National FCS Bowl contest in January.

### **Cloverbud Workshops:**

Cloverbuds met for their Christmas workshop. They made a snowman fingerprint ornament from a can lid, ornament door decorations for residents at Quail Ridge and made rice crispy coal treats. After they were done making everything and with their snack, they went to Quail Ridge to visit the residents. The Cloverbuds sang Christmas songs, put up the door decorations and visited the residents. There were 8 members that attended.

### **School Enrichment**

Quay County Extension office hosted a Grains, Goats, and Greens program for fourth and fifth graders throughout the county to teach agricultural literacy. 219 youth attended the program that was set up into eight different stations that introduced students to wheat processing, milking a dairy goat, types of animal feeds, microgreens, cheese making, more than a cow presentation, parts of a plant and why cows chew their cud. Youth gained knowledge in all aspects of the program and several youth stated that milking the dairy goat was their favorite activity. The Program Assistant coordinated the program and found volunteers to help. The Agricultural Agent presented on types of livestock feed and the importance of agriculture. The FCS Agent presented a program on growing microgreens to replace sprouts because of food safety hazards with sprouts.

This event was well received by the 254 teachers, students, presenters and volunteers that attended. This program is usually presented every other year and has been combined with the Ag Science Center's Ag Day. Agricultural educational outreach is a necessary component often lacking at the elementary level. Grain, Goats, Greens & More (3GM) provides students the opportunity to learn more about the processes involved in food production. This is often the first time for students to realize that although food does come from the grocery store, it really starts in fields in Quay County. Several students commented they wanted to come back to this program next year because it was such a fun learning environment. Teachers commented the stations were great and very kid friendly with interactive learning.

### **Other 4-H Activities**

National 4-H Week kicks off our 4-H year. This year the Council Officers spoke on both of the morning programs (AM/FM) and talked about projects, open enrollment/start of the 4-H year, club fundraisers and upcoming activities. There was also a social media blast to encourage enrollment. Tractor Supply hosts clover days during 4-H week. Council Officers and members held a reception at Tractor Supply with 11 members. They talked to about 30 customers. The Program Assistant worked with these activities and prepared a display board about Quay County 4-H that was on display at Tractor Supply throughout Clover Days.

4-H Record Books is an important part of a 4-H project. The process teaches youth about record keeping and the value of their work. Throughout the year we encourage good recordkeeping and completing record books. Agents and Program Assistant work with families

to help the 4-Hers complete their record book. This year 30 were turned in for judging. Five Cloverbuds also completed their record books.

For those that turn a book in for judging a reward party is held. This year it was a bowling party. The council provided bowling, shoes and a drink for 22 4-Hers that had their record books judged. 52 people attended.

While Roosevelt County judged our record books, nine leaders and our staff judged their record books. This is a great learning experience for the parents and they get ideas on other activities our 4-Hers could do.

The highlight of the year is the Quay County 4-H Achievement Night awards. A portion of the evening is for project medals based on the scores in the record books. The council also recognizes others that help the program and those that complete the year. Many special awards are also presented. Clubs provided the entertainment this year in the form of minute to win it games. 86 youth and parents participated.

## **Home Economics**

### **Food and Nutrition**

During the Grains, Goats, and Greens School Enrichment program FCS Agent presented a microgreen program focused on the food safety dangers around eating traditional sprouts and how to grow your own safe spouts at home with little equipment and light. Then the kids were able to taste 5 grains/seeds we had grown. They were Chia, Cabbage, Radish, Wheat, and Sunflower. They voted on their favorite and it was interesting that there were not any overall winners. Probably cabbage was the least favorite. Students learned about a safe process for handling greens and sprouts including washing hands. They learned about the steps for growing greens and why they eat microgreens. Many teachers loved the presentation and want to incorporate it into their science units. On the evaluations, three kids marked it as their favorite and one wrote that they tasted good. Five area schools brought their 4<sup>th</sup> and 5<sup>th</sup> graders. There were a total of 219 students, 15 teachers, 8 chaperones, 5 volunteers and 8 presenters for a total of 255. The program was also offered twice to adults as a community program with an added nutrition component. One person attended the program.

A leader guide on "Make Ahead Meals" was prepared for the Extension Clubs' November program. A recipe handout with make ahead holiday dishes was prepared and two handouts were used from other Extension Services; Freezing Prepared Foods from Clemson and Easy Ground Beef Recipes from Your Freezer from Nebraska. The handouts and leaders guide were provided to two Extension Clubs reaching 25 people and presented to 14 Foster Grandparents and Senior Companions. Those attending the program presented by FCS Agent were able to participate in a cooking activity of preparing Make-Ahead Crumbled Beef and then prepared the beef mix into two dishes that they sampled. Participants learned what foods freeze well. Food safety concerns around cooking large batches and freezing for future use were discussed. They learned how to package foods to maintain their quality while being frozen.

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## Health and Wellness

The Fall session of Strong Seniors Stay Young ended with 24 regular participants. Those re-enrolling for the winter session stressed how much the class helps them be able to move better and they feel their balance is better.

Wrote a letter of intent and then a revised scope of work for a Fall Prevention grant sponsored by New Mexico Department of Health Adult Falls Prevention Program. This will be a joint project of the Quay County Health Council and Extension Service. \$5000 was awarded to develop a Fall Prevention Network and offer education to health care providers, local businesses, and senior citizens in a variety of settings with information on preventing falls. This is a 6-month project.

The Annual Quay County Fun Run Walk was held with the help of 53 volunteers, 181 people successfully completed the 5K walk. Participants arrived at 7:30 and registered and the event started at 8:00 am. The event is free and families are encouraged to walk together. There are two break stations, one at a house along the route with water and first aid and the other in the park with fruit and water. Upon completion participants turn in their numbers and finisher t-shirts are ordered for them. \$1250 in donations were collected to cover the cost of the permits, port-a-potties, advertising and t-shirts. FCS agent chaired the committee, prepared the registration forms and advertising, coordinated the volunteers, worked with the shirt printer, ordered the shirts, prepared the wrist bands, drove the sag wagon, made sure everything was in place and distributed the t-shirts. Program Assistant worked with the committee and assisted with a variety of tasks before and during the event including hiring a DJ.

1<sup>st</sup> Saturday Walks ended for 2018 with another Walk With a Paws and Claws Dog. This event had 32 people attend (4 were committee members and 6 were volunteers with Paws and Claws Animal Rescue). One Dog was adopted as a bonus to getting plenty of exercise for the dogs and people walking them. Many expressed that they enjoyed the event and hope there will be more. These events will start back up in March.

“How Full is Your Glass?” is a program developed by Purdue Extension Educators. This program examines the health benefits of adopting an optimistic outlook and helps people learn to cultivate an optimistic outlook. The program was provided to the two extension clubs. Twelve members went through the exercises and learned tips for improving attitude. The program was expanded to last over an hour by including additional information on self-awareness and building self-esteem. The expanded program was presented to 16 Foster Grandparents and Senior Companions as their monthly training. These participants did a reflection activity to remind them of their strengths.

## Food Safety

Presented to the Christian Mothers at the Catholic Church a program on Food Safety practices for potlucks and church dinners. They were concerned about food people were bringing in for dinners and how to reheat or keep hot and about combining pots of similar food. They also learned about glove use, proper temperatures, and how to avoid cross-contamination. There were 10 ladies in attendance. Evaluations showed that everyone learned something new and

several wrote down that the most significant change they plan to make is to stop thawing food on the counter. Using a meat thermometer was also a change that several plan to make.

### **Extension Association (Extension Homemakers)**

The Extension Clubs met for their community service day. They prepared 50 adult bags for those going through chemo and dialysis, 25 youth bags for kids going through chemo, and 25 back packs of various ages for kids being removed from their home and placed in CYFD custody. Following the meeting worked with program assistant to inventory and box up the left over items for storage.

FCS Agent serves as the State Advisory for the Extension Association of New Mexico and attended the state meeting. Provided assistance to the board to ensure the meeting was run smoothly, installed new officers, developed new volunteer hour collection forms, and led an activity to start an Impact Statement for the organization.

## **Agriculture**

### **Production**

The Boll Weevil Eradication program in Quay County has helped farmers' keep the pest eradicated. Fields have been monitored from August through October searching for new infestations. Currently no Boll Weevils have been detected. The Agricultural Agent has continually monitored Cotton Boll Weevil placing 14 traps randomly across the 6000 acres of cotton in the Arch Hurley Irrigation District and checking every two weeks. Because of Boll Weevil eradication programs, insect control costs have been reduced by \$30 per acre annually and yields have increased more than 10 percent according the National Cotton Council.

The Agricultural Agent worked with the Rocky Mountain Farmers Union in conducting their annual meeting and activity in which 21 people attended. Participants viewed a movie called "Farmer's for America" that highlighted the difficulties for corporate farmers and the increased interest in small organic farming. The agent assisted in advertising and setting up the program. The annual meeting discussed the upcoming regional convention and election of officers.

A private applicators training was held in November for local producers that needed continuing education credits to keep their licenses. About 120 producers in Quay County have private applicators licenses. Producers need these licenses to purchase restricted use pesticides to control weeds and insects in their production practices. The annual Pesticide Applicators training is designed to teach producers safe pesticide application and provide CEU's. This year 24 producers attended a four-hour presentation on NMDA requirements, pesticide hazards, the white fringe beetle and nematodes in alfalfa and a demonstration on calibrating a boom sprayer. The Private Applicators exam was also administered to 11 new producers at the conclusion of the program. 100% were successful in passing the exam.

A Beginning Farmer and Landowner Training was held as part of the Land Access and mentorship program. The program educated beginning farmers on raising vegetables, small livestock production, marketing and developing a business plan. Sixteen people attend the

training. The Agricultural agent presented information on raising sheep and goats, chicken and rabbits, and honey production for profit. Beginning farmers were asked to narrow their intended production practices to establish a more manageable business model. Participants gained a better understanding of production practices and the time commitment that each type of production crop would take. According to evaluations 95 percent indicated that the program was helpful to them. Several indicated that they would like to see more business planning and more information on farming techniques. This program is a collaboration of the Table Top Cooperative, Rocky Mountain Farmers Union, Quay County Cooperative Extension, and the Greater Quay County Economic Development.

**Total personal contacts by staff at the Quay County Extension Service for October – December 2018 was 6071. Media contacts was 23999 for a total 30070.**

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**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 DWI PROGRAM

### STATISTICS

2nd Quarter Report

October 2018 thru December 2018

**Total Number of Arrests: 5**

DWI 1<sup>st</sup>: 5

DWI 2<sup>nd</sup>: 0

DWI 3<sup>rd</sup>: 0

DWI 4<sup>th</sup>: 0

DWI 5<sup>th</sup> or Subsequent: 0

Aggravated DWIs: 5

**Average BAC: .11**

Minimum: .02

Maximum: .27

Blood Draws: 0

Refusals: 1

**Average Age: 47**

Youngest: 30

Oldest: 59

**Sex of Offenders**

Male: 5

Female: 0

**Accidents:1**

**Fatalities: 0**

**Arrests by Agency:**

New Mexico State Police: 1

Tucumcari Police Department: 4

Quay County Sheriff's Department: 0

Logan Police Department: 0

Ute Lake State Park: 0

**Monthly Arrests**

October: 1

November: 4

December: 0

**FROM FINAL COURT DATES:**

**Number of Cases Completed: 4**

**Number of Convictions/Pleas: 6**

**Number of Dismissals: 0**

**Number of Offenders Placed on DWI Compliance: 6**

**DWI 1<sup>st</sup>: 4**

**DWI 2<sup>nd</sup>: 0**

**DWI 3<sup>rd</sup>: 2**

**DWI 4<sup>th</sup>: 0**

**DWI 5<sup>th</sup> of Subsequent: 0**

**Number of Offenders who Successfully Completed DWI Compliance: 4**

**Number of Offenders who Unsuccessfully Completed DWI Compliance: 0**

**Number of Community Service Hours Ordered: 288**

**Number of DWI Offenders Being Supervised: 24**

**Number of Misdemeanor Offenders Being Supervised: 41**

**2018-2019  
QUAY COUNTY  
RESOLUTION NO. 18**

**AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED  
APPLICATION FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL  
TO THE NEW MEXICO FINANCE AUTHORITY**

**WHEREAS**, the Quay County ("Governmental Unit") is a qualified entity under the New Mexico Finance Authority Act, Sections 6-21-1 through 6-21-31, NMSA 1978 ("Act"), and the Quay County Board of Commissioners ("Governing Body") is authorized to borrow funds and/or issue bonds for financing of public projects for benefit of the Governmental Unit; and

**WHEREAS**, the New Mexico Finance Authority ("Authority") has instituted a program for financing of projects from the public project revolving fund created under the Act and has developed an application procedure whereby the Governing Body may submit an application ("Application") for financial assistance from the Authority for public projects; and

**WHEREAS**, the Governing Body intends to undertake acquisition, construction and improvement of Standard for HME model 1871W Custom Rescue Pumper Fire Apparatus ("Project") for the benefit of the Governmental Unit and its citizens; and

**WHEREAS**, the application prescribed by the Authority has been completed and submitted to the Governing Body and this resolution approving submission of the completed Application to the Authority for its consideration and review is required as part of the Application.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY:**

Section 1. That all action (not consistent with the provision hereof) heretofore taken by the Governing body and the officers and employees thereof directed toward the Application and the Project, be and the same is hereby ratified, approved and confirmed.

Section 2. That the completed Application submitted to the Governing Body, be and the same is hereby approved and confirmed.

Section 3. That the officers and employees of the Governing Body are hereby directed and requested to submit the completed Application to the Authority for its review, and are further authorized to take such other action as may be requested by the Authority in its consideration and review of the Application and to further proceed with arrangements for financing the Project.

Section 4. All acts and resolutions in conflict with this resolution are hereby rescinded, annulled and repealed.

Section 5. This resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED AND ADOPTED** this 28<sup>th</sup> day of January, 2019.

BOARD OF QUAY COUNTY COMMISSIONERS

  
*Franklin McCasland*  
Franklin McCasland

*Sue Dowell*  
Sue Dowell

*Mike Cherry*  
Mike Cherry

ATTEST:

*Ellen L. White*  
Ellen L. White, County Clerk



**NEW MEXICO  
FINANCE AUTHORITY**

<b>NMFA Use Only:</b>	
App. #:	-PP
FA assigned:	
Legislative Authorization	

**PUBLIC PROJECT REVOLVING FUND  
EQUIPMENT APPLICATION**

**I. GENERAL INFORMATION**

**A. APPLICANT /ENTITY**

Application Date:	1/28/2019
-------------------	-----------

Applicant/Entity:	Quay County		
Address:	P. O. Box 1246 Tucumcari, NM 88401		
County:	Quay	Census Tract:	9,586.02
Federal Employer Identification Number (EIN) as issued by the IRS:	85-6000238		
Legislative District:	Senate:	8	House:
House:	67		
Phone:	575-461-2111	Fax:	575-461-6208
Email Address:	richard.primrose@quaycounty.nm.gov		
Individual Completing Application:	Richard Primrose		
Address:	300 S. Third Street Tucumcari, NM 88401		
Phone:	575-461-2112	Fax:	575-461-6208
Email Address:	richard.primrose@quaycounty.nm.gov		

**II. PROJECT SUMMARY**

**A. Project Description.** Complete the following information, using additional paper if necessary. Include any additional documents that may be useful in reviewing this project, i.e. architectural designs, feasibility studies, business plan, etc.

**1. Description of Equipment:**

HME Model1871W Custom Rescue Pumper, Fire Apparatus

2. When do you need NMFA funds available?

October 1, 2019

**B. Total Project Cost & Sources of Funds Detail.**

Equipment Items	NMFA Funds Requested	Other Public Funds*	Private Funds	Total
HME 1871-Custom Rescue	\$ 150,000	\$ 322,800	\$	\$ 472,800
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
<b>Total Cost:\$</b>	<b>\$ 150,000</b>	<b>\$ 322,800</b>	<b>\$</b>	<b>\$ 472,800</b>

**III. FINANCING**

A. Specify the revenue to be pledged as security for the NMFA loan (a revenue source must be pledged for this type of project).

- Municipal Local Option GRT – please specify: \_\_\_\_\_
- County Option GRT – please specify: \_\_\_\_\_
- Other Tax-Based Revenue: \_\_\_\_\_
- State-Shared GRT
- Law Enforcement Funds
- Fire Protection Funds
- Other Revenue: Fire Protection Grant

B. Preferred financing term: 10 years.

C. Is any debt being repaid from the revenue source(s) referenced in A (1)? Yes  No

If yes, provide bond or loan documents and payment schedule for any existing debt service being paid from the same revenues that would be used to repay a NMFA loan.

**IV. READINESS TO PROCEED ITEMS**

A. The following items must accompany this application in order for this application to be considered complete:

- Equipment cost breakdown (if applicable)
- Three most recently completed fiscal year audit reports

- Current unaudited financials
- Current fiscal year budget
- Equipment Application
- Application Resolution
- Minutes of public hearing meeting approving submission of application
- Any additional information requested by NMFA

**V. CERTIFICATION**

I certify that:

We have the authority to request and incur the debt described in this application and, upon award, will enter into a contract for the repayment of any NMFA loans and/or bonds.

We will comply with all applicable state and federal regulations and requirements.

To the best of my knowledge all information contained in this application is valid and accurate and the submission of this application has been authorized by the governing body of the undersigned jurisdiction.



Signature:

Franklin McCasland  
(highest elected official)

Title: Quay County Chairman

Jurisdiction:

Quay County

Print Name:

Franklin McCasland

Date: 1/28/2019

Signature:

Richard D. Primrose

Date: 1/28/2019

Finance Officer/Director:

Richard Primrose

# 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, P.E.



P.O. Box 1269  
1120 Paseo de Peralta, Room 413  
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION  
Don Shainin, State Fire Marshal

1-800-244-6702 (In-state only)  
(505) 476-0174  
Fax: (505) 476-0100

December 5, 2018

Donald Adams  
Bard-Endee Fire Department  
Donal Adams Fire Marshal  
Quay County Fire Marshal  
PO Box 1246  
Tucumcari, NM 88401

Ref: FY 19 New Mexico Fire Protection Grant Council Award Notice

Dear Quay County Fire Marshal,

Congratulations! Your grant application on behalf of the Bard-Endee Fire Department for Apparatus; award item(s) has been reviewed and an award has been granted.

Over 150 grant applications were submitted and over \$23 million in needs were considered. The Bard-Endee Fire Department has met the minimum requirements and is clearly addressing a critical need affecting the ISO fire protection classification. The specifications for the equipment needs identified in the 2019 Grant application must be submitted to this office for approval by close of business **January 15, 2019** and prior to encumbering any funds. The equipment purchased with this grant shall meet the requirements of the latest Editions of NFPA.

A voucher or ACH deposit, in the amount of \$100,000.00, for the purchase of the approved project request, will be sent to your local governing body Treasurer, after approval by this office of the submitted project specifications, on or near **January 22, 2019**.

The deadline to encumber the money by contract with the vendor is **May 15, 2019**. If the bid amount exceeds the awarded amount plus the required matching amount, the additional cost shall be the responsibility of the local government. If the specified equipment may be purchased for less than the grant amount plus the matching amount, the remaining money shall be returned to the grant fund. All equipment purchased with grant funds must be inspected by this office upon receipt and the attached Project Close-Out Checklist completed and submitted immediately thereafter.

Failure to meet deadlines will result in the loss of funds. If you need additional time to complete your project, your request for an extension must be made in writing, explaining the need for additional time. Grant recipients also need the Council's written permission, to make changes to their projects. Project modifications must be requested in writing, and the modification shall not significantly alter the original purpose of the approved application. Extension and modification requests are reviewed on a case-by-case basis and are not automatically granted.

If further information is required, please contact John Kondratick, Deputy Fire Marshal; Fire Service Support Bureau at (505) 476-0165 or (505) 470-1044.

Sincerely,

Handwritten signature of Don Shainin.

Don Shainin  
State Fire Marshal

Sincerely,

Handwritten signature of Norma Jean Valdez.

Norma Jean Valdez  
Grant Council Chair

xc: Chief  
Board of County Commissioners



## SALES AGREEMENT

This Sales Agreement (the "Agreement") made by and between HME, Incorporated (Company) and

Quay County/ Bard-Endee Fire Department

	(Legal Name of Buyer)		
300 South Third Street	Tucumcari	New Mexico	88401
(Address)	(City)	(State/Province)	(Zip/Postal Code)

**1. ACCEPTANCE:** The "Company" agrees to sell and the "Buyer" agrees to purchase the apparatus and equipment (collectively the "Vehicle") described in the HME, Incorporated specifications hereto attached and made part of this Agreement, in accordance with the terms and conditions herein and the attached documents referenced herein (collectively, the "Agreement").

**2. DELIVERY:** Except as otherwise specified in this Agreement and provided that the Buyer has paid the purchase price, the Vehicle shall be ready for delivery within 270 calendar days after the date this Agreement is signed and executed by an officer of Company at the Company's Corporate Headquarters in Wyoming, Michigan, and based upon a satisfactory completion of a Pre-Construction Conference, if requested. The Company cannot be held liable for penalties and/or delays due to strikes, failures to obtain materials, fires, accidents, force majeure, or any other causes beyond the Company's control. The Pre-Construction Conference shall be conducted within 30 days from the execution of this Agreement.

To establish a stable design, procurement, and build schedule in accordance with the specifications and this Agreement, a Buyer change order cutoff date of eight (8) weeks from the date of the execution of the Agreement will be enforced. Changes in major components, configuration, or other items that may change the major components or configuration, (e.g.: engine, transmission, axles, water tank, body, fire pump) will not be allowed after the Agreement execution date.

If inability to obtain exclusive or brand name materials causes completion or delivery problems, the Company shall advise the Buyer of said problem. The Company resolves to examine alternative sources of said material. Material substitutions shall be mutually agreed upon by the Buyer and the Company. No substitutions shall be made without the execution of a written change order by the Buyer.

**3. CHANGE ORDERS:** Changes to the Agreement may be requested by the Buyer after the execution of the Agreement according to the terms of Section 2 of this Agreement. Changes shall be reviewed for cost and schedule impact by the Company. Changes shall be sequentially numbered. Change Orders shall be prepared by the HME sales representative and executed by the Buyer. The price of the Vehicle shall be adjusted to take into account any Change Orders. Any and all Change Orders may extend the completion and delivery dates of the Vehicle.

4. **SPECIFICATIONS:** The Company agrees that all material and workmanship in and about this Vehicle shall comply with the hereto attached HME, Incorporated specifications dated 16th day of January, 2019.

5. **WARRANTY:** The Company shall provide the warranty as specified in the attached HME, Incorporated specifications.

6. **PRICE:** The Buyer shall pay, as a purchase price for the Vehicle, the sum of Four Hundred Seventy Two Thousand Eight Hundred US Dollars and zero Cents (\$ 472,800.00 ). All prices are less any applicable local, state, or federal taxes which may be applied to the sale of the Vehicle. NOTE: Payment shall be made only to: **HME, Incorporated, 1950 Byron Center Avenue, Wyoming, Michigan 49519, attention: Accounts Receivable.**

**7. TERMS OF PAYMENT:**

a) Payment of the purchase price plus cost of any authorized Change Orders, shall be paid, in full, at the time of plant pick-up or availability for delivery, whichever is earlier.

b) No payment of any amount shall be made payable to a sales representative without written approval from the Company.

c) It is agreed that the Vehicle covered by this Agreement shall remain the property of the Company and not be placed in service until the purchase price and any additional costs and expenses are paid by the Buyer. Any payment not made when due shall accrue a service charge of 1.5% per month, but in no event shall such charge exceed the maximum rate allowed by law.

8. The Company requires, and the Buyer agrees, that the Vehicle shall be inspected and picked up by the Buyer within seven (7) days of notice that the manufacturer of the Vehicle has been completed.

9. **CANCELLATION:** This Agreement is subject to cancellation by the Buyer only upon payment to the Company of reasonable cancellation charges as determined by the Company, which shall take into account expenses already incurred and commitments made by the Company.

10. **TAG-ON / ADDITIONAL ORDERS:** At its sole discretion, the Company may allow the terms of this Agreement to be extended to both the Buyer and similar agencies for the purchase of a similar Vehicles under similar terms for a period of one (1) year from the date of the execution of this Agreement. Should the Company choose to exercise this option, it shall be permitted to adjust the Agreement pricing to account for equitable price adjustments associated with the change in the cost of the materials used to produce the Vehicle. Such adjustments will be based upon the Producer Price Index (PPI) for fire trucks and/or heavy transportation equipment or by itemizing price changes expected by the Company from the component vendors. If there are any changes between the Vehicles(s) purchased via this Agreement and any subsequent orders, those changes must be documented via properly signed and executed Change Orders, including any necessary price adjustments. If the purchasing agency is not the Buyer, a separate Agreement must be executed under the terms of this Agreement to complete the additional purchases.

This Agreement, including its appendices and attachments, embodies the entire understanding between the parties relating to the subject matter contained herein and merges all prior discussions and agreements between them. No agent or representative of the Company has the authority to make any representations, statements, warranties, or agreements not herein expressed and all modifications of amendments of this Agreement, including any appendices, must be in writing signed by an authorized representative of each of the parties hereto.

No surety of any performance bond given by the Company to the Buyer in connection with this agreement shall be liable for any obligation of the Company arising under the standard warranty.

IN WITNESS WHEREOF, the Buyer and the Company have caused this Agreement to be executed by their duly authorized representatives this \_\_\_\_ day of \_\_\_\_\_, 2019.

**COMPANY**

**BUYER**

HME, Incorporated  
1950 Byron Center Avenue  
Wyoming, Michigan 49519  
616-534-1463 Phone  
616-534-1967 Fax

Quay County/ Bard-Endee Fire Department  
300 South Third Street  
Tucumcari New Mexico 88401  
Phone (575)461-3645  
Fax (575) 461-0513

BY: \_\_\_\_\_  
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

BY: Franklin McCasland  
NAME: FRANKLIN MCCASLAND  
TITLE: CHAIRMAN  
DATE: 1-28-2019

**BUYERS WITNESS**

WITNESSED: Ellen L White  
NAME: Ellen L White  
TITLE: County Clerk  
DATE: 1-28-19

# FIREFIGHTER TRUCKS INC.

2050 West Hadley  
Las Cruces New Mexico 88007  
1-844-FIRE-001  
jw@firefightertrucks.net

Bard-Endee Fire Department  
300 South Third Street  
Tucumcari, NM 88401

1-19-2019

RE: Proposal for HME Custom Rescue Pumper.

On behalf of HME Ahrens Fox and Firefighter Trucks, we are pleased to present this offer for an HME model 1871W Custom Rescue Pumper fire apparatus. HGAC pricing is \$ 493,495.00 with a discount by Firefighter Trucks of \$20,695.00 for a total price of \$472,800 (Four Hundred Seventy Two Thousand Eight Hundred Dollars) FOB Tucumcari, NM. For truck specifications related to this agreement, refer to specifications dated 1-16/2019 and numbered 10263-0020.

Included with this package is the following

- Final inspection trip for two men to Wyoming Michigan to be held at the HME factory
- All HGAC Buy Fees
- Delivery to The Fire Station from factory
- Truck Operations Training at Fire Station
- Two (2) Task Force Tips AX3SX-NX Jumbo Ball Intake Valves Side A 6" NST Female Side B 6" Storz Swivel.

Sincerely,

Jeff Wood





**HME, Incorporated**  
1950 Byron Center Avenue  
Wyoming, MI 49519

(616) 534-1463 FAX (616) 534-9422

Designed Smart. Built Tough.™

November 30, 2016

Jeff Wood  
Fire Fighter Trucks  
2050 W. Hadley Ave. Unit C  
Las Cruces, NM, 88007

Re: Statement of use

Jeff,

Please be advised that HME, Inc. builds all fire apparatus according to the NFPA 1901, 2016 edition standards. Within these guidelines there is no specific timeframe that a manufacture must declare their product life cycle to meet. However, Annex D of NFPA recommends that apparatus with an age greater than 15 years should be considered for upgrade, replacement or no front line service due to safety considerations.

Reserve status is the preferred method for all units greater than 15 years of age. Again HME, Inc. endeavors to meet or exceed the intent of all NFPA standards and recommendations as set forth. The longevity or life cycle of each specific unit can depend on a fire department's maintenance, usage and environment that it operates within.

Lastly, HME engineers and produces all of their products to the most modern technologies and manufacturing practices that the fire industry has available today. Our goal is high quality products and very competitive price point.

I trust that this statement will suffice in explanation and declaration for statement of use of the HME products.

Regards,

Bill Doebler  
Vice President of Sales



**CONTRACT PRICING WORKSHEET**  
For MOTOR VEHICLES Only

Contract No.:

FS12-17

Date Prepared:

1/19/2019

**This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.**

Buying Agency:	Quay County New Mexico	Contractor:	HME, INC.
Contact Person:	Fire Marsal Donald Adams	Prepared By:	Jeff Wood Firefighter Trucks
Phone:	575-461-3645	Phone:	575-640-5827
Fax:	575-461-0513	Fax:	575-523-0755
Email:	quaycofm@yahoo.com	Email:	jw@firefightertrucks.net & sales@hmetruck.com

Product Code:	LC-02	Description:	HME 1871-W Custom Cab, Pumper, Fire Apparatus
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**A. Product Item Base Unit Price Per Contractor's H-GAC Contract:** 381,365

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**  
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
LC02--05 Front and Rear Alum. Wheels	2,586.00	LC02-50 AM FM Radio Delete	-795
LC02-10 air inlet-outlet	231	LC02-52 Remote Control Heater Mirrors	241
LC02-Michelin 315/80R22.5 Tires Rear	1,162.00	LC02 Power Window 4 Doors	1816
LC02-19 Raised Roof	1,680.00	LC02-57 Rear Door Safety Bars	330
LC02-20 Push Button Shift	77	LC02-67 Black Dura Wear Seats	1377
LC02-29 Grab Handle A posts	354	LC02-73 Front Bumper Ground Lights	236
LC02-35 usb charge/dual port	173	LC02-86 Heater Pump House	966
LC02-45 Power Point Triple	190	LC02-87 Heat Pan Pump House	1622
LC02-47 Power Curcut Radios X2	400	LC02-91 Air Horn Control Pump Panel	330
LC02-48 Antennas Wiring X2	392	LC02-93 Radio Compartment Pump Control Area	519
LC02-27 Foster Lights Door Warnings Lights	780	<b>Subtotal From Additional Sheet(s):</b>	<b>3,101.00</b>
LC02-23 Battery Charge Indicator	277	<b>Subtotal B:</b>	<b>18045</b>

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.**  
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
EMS Cabnet with locking Door Locking And shelf	3670	Clean Cab Concept Second Seat Covers	2655
Structural Bumper, Two Pre Connect ,Hose Trays,Cover	13651	<b>Subtotal From Additional Sheet(s):</b>	<b>64686</b>
Top Mount Pump Controls	3523	<b>Subtotal C:</b>	<b>88185</b>

**Check:** Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 22%

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

Quantity Ordered:	1	X Subtotal of A + B + C:	487595	=	Subtotal D:	487595
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**E. H-GAC Order Processing Charge (Amount Per Current Policy)** Subtotal E: 2000

**F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

Description	Cost	Description	Cost
Delivery MI to NM	3900	Discount by Firefighter Trucks Inc.	-20,695.00
		<b>Subtotal F:</b>	<b>-16795</b>

**Delivery Date:** **G. Total Purchase Price (D+E+F): 472800**



Unpublished Options	Cost
Driver controled Differential Lock	1580
Michelein 315/80r22.5	2199
ISL-9 400 Upgrade from Standard	9620
Top Mount Custom arrangement With Speedlay	13962
Custom Compartment Shelf Package	6621
Body Cab Work Light Package	2952
Hinge Doors For Compartments	9522
Coffin Compartments Both Sides	12500
Howler Siren	1500
120 Volt in Cab	1610
Pump Blow Out System	700
Ground Ladders	1920
<b>Total:</b>	<b>\$64,686.00</b>

## Distribution Fund Financial Status Report

Local DWI Program

Exhibit F

<b>A. Program Name:</b> <u>Quincy County</u> <b>B. Address:</b> <u>P.O. Box 1246</u> <u>Tupacuma, NW 88403</u>		<b>III. Distribution Computation:</b> <b>A. September:</b> <u>25,115.75</u> <b>B. December:</b> <u>29,992.48</u> <b>C. March:</b> <u>0.00</u> <b>D. June:</b> <u>0.00</u> <b>E. Total Year To Date:</b> <u>55,048.23</u>		<b>IV. Report Period Ending:</b> <u>31-Dec-18</u>	
<b>C. Telephone No.:</b> <u>(575) 461-2112</u> <b>D. Grant No.:</b> <u>19-D-D-21 Amendment #1</u>		<b>Financial Status Report No.:</b> <u>8563.40</u>		<b>II. Distribution Balance Computation:</b> <b>A. Current Yr. Distribution Year To Date:</b> <u>\$55,048.23</u> <b>B. Current Yr. Expenditures To Date:</b> <u>\$46,484.83</u> <b>C. Current Expenditures This Period:</b> <u>\$23,099.21</u> <b>D. Distribution Balance:</b> <u>\$8,563.40</u>	

Budget Categories	Approved Budget		Expenditures Year To Date		Expenditures This Request		Total Expenditures		
	Distribution Funds	In/Kind Match	Distribution Funds	In/Kind Match	Distribution Funds	In/Kind Match			
<b>ADMINISTRATIVE*</b>									
Personnel Services	6,026.00	6,026.00	2,966.50	2,966.50	1,508.25	1,508.25	Per. Serv.		
Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	Empl. Ben.		
Travel (In-State)	0.00	0.00	0.00	0.00	0.00	0.00	Travel In		
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00	Contract		
Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	Operating		
<b>PROGRAM</b>									
Personnel Services	60,571.00	17,102.00	31,323.42	9,602.50	16,482.14	4,185.97	20,668.11	Per. Serv.	
Employee Benefits	15,381.00	2,790.00	8,316.79	1,643.38	4,084.59	662.32	4,746.91	Empl. Ben.	
Travel (In-State)	4,000.00	0.00	2,383.49	0.00	1,756.10	1,756.10	1,756.10	Travel In	
Travel (Out-of-State)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Travel Out	
Supplies	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	Supplies	
Operating Costs	4,873.00	6,000.00	4,461.13	3,000.00	7,461.13	776.38	1,500.00	2,276.38	Operating
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Contractual	
Minor Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Minor Equip
Capital Outlay*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Capital
<b>TOTAL EXPENDITURES</b>	<b>85,325.00</b>	<b>33,918.00</b>	<b>46,484.83</b>	<b>17,212.38</b>	<b>63,697.21</b>	<b>23,099.21</b>	<b>7,856.54</b>	<b>30,955.75</b>	

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.

Richard D. Primrose Manager  
 Program Fiscal Officer (Printed Name and Title)  
1/24/19 Date

Andrew Stahl Coordinator  
 Program Representative (Printed Name and Title)  
Andrew Stahl 1-24-19 Date  
 Program Representative (Signature)

Local Government Division Fiscal Officer \_\_\_\_\_ Date \_\_\_\_\_

(DF) Local Government Division Use Only

Local Government Division Project Representative \_\_\_\_\_ Date \_\_\_\_\_



**Exhibit G - Distribution**  
**Detailed Breakdown By Budget Category**  
**LOCAL DWI PROGRAM**

Grantee: Quay County Total Distribution This Quarter: 23,099.21  
 Project No.: 19-D-J-D-21 Total In-Kind/Match This Quarter: 7,656.54  
 Request No.: 2 Total Expenditures Reported This Request: 30,955.75

**Distribution Expenditures:**

**ADMINISTRATIVE**

*Administrative expenses are not allowed.*

**PROGRAM**

**Personnel Services**

Pay Period	Name	Job title	Check Number	Amount	Component
9/16/2018-9/29/2018	Andrea Shafer	DWI Coordinator	Direct Deposit 10/4/2018	900.00	Coordination
9/30/18-10/13/18	Andrea Shafer	DWI Coordinator	Direct Deposit 10/18/2018	900.00	Coordination
10/14/18-10/27/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/1/2018	900.00	Coordination
10/28/18-11/10/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/5/2018	900.00	Coordination
11/11/18-11/24/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/29/2018	900.00	Coordination
11/25/18-12/09/18	Andrea Shafer	DWI Coordinator	Direct Deposit 12/13/2018	893.75	Coordination
12/09/18-12/22/18	Susan Lease	DWI Coordinator	Direct Deposit 12/27/2018	900.00	Coordination
9/16/2018-9/29/2018	Susan Lease	Preventionist	Direct Deposit 10/4/2018	701.02	Prevention
9/30/18-10/13/18	Susan Lease	Preventionist	Direct Deposit 10/18/2018	701.02	Prevention
10/14/18-10/27/18	Susan Lease	Preventionist	Direct Deposit 11/1/2018	701.02	Prevention
10/28/18-11/10/18	Susan Lease	Preventionist	Direct Deposit 11/5/2018	701.02	Prevention
11/11/18-11/24/18	Susan Lease	Preventionist	Direct Deposit 11/29/2018	701.02	Prevention
11/25/18-12/09/18	Susan Lease	Preventionist	Direct Deposit 12/13/2018	748.52	Prevention
12/09/18-12/22/18	Susan Lease	Preventionist	Direct Deposit 12/27/2018	701.02	Prevention
9/16/2018-9/29/2018	Richard Marano	Compliance Officer	Direct Deposit 10/4/2018	720.00	Compliance
9/30/18-10/13/18	Richard Marano	Compliance Officer	Direct Deposit 10/18/2018	720.00	Compliance
10/14/18-10/27/18	Richard Marano	Compliance Officer	Direct Deposit 11/1/2018	720.00	Compliance
10/28/18-11/10/18	Richard Marano	Compliance Officer	Direct Deposit 11/5/2018	720.00	Compliance
11/11/18-11/24/18	Richard Marano	Compliance Officer	Direct Deposit 11/29/2018	720.00	Compliance
11/25/18-12/09/18	Richard Marano	Compliance Officer	Direct Deposit 12/13/2018	813.75	Compliance
12/09/18-12/22/18	Richard Marano	Compliance Officer	Direct Deposit 12/27/2018	720.00	Compliance
<b>Total Personnel Services:</b>				<b>16,482.14</b>	

**Employee Benefits**

Pay Period	Name	Job title	Check Number	Amount	Component
9/16/2018-9/29/2018	Andrea Shafer	DWI Coordinator	Direct Deposit 10/4/2018	158.38	Coordination
9/30/18-10/13/18	Andrea Shafer	DWI Coordinator	Direct Deposit 10/18/2018	158.38	Coordination

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Component
10/14/18-10/27/18	Andrea Shater		DWI Coordinator	11/1/2018	156.38	Coordination
10/28/18-11/10/18	Andrea Shater		DWI Coordinator	11/15/2018	156.38	Coordination
11/11/18-11/24/18	Andrea Shater		DWI Coordinator	11/29/2018	154.80	Coordination
11/25/18-12/08/18	Andrea Shater		DWI Coordinator	12/13/2018	163.55	Coordination
12/09/18-12/22/18	Andrea Shater		DWI Coordinator	12/27/2018	158.11	Prevention
9/16/2018-9/29/2018	Susan Lease		Preventionist	10/4/2018	328.71	Prevention
9/30/18-10/13/18	Susan Lease		Preventionist	10/18/2018	328.71	Prevention
10/14/18-10/27/18	Susan Lease		Preventionist	11/1/2018	328.71	Prevention
10/28/18-11/10/18	Susan Lease		Preventionist	11/15/2018	328.71	Prevention
11/11/18-11/24/18	Susan Lease		Preventionist	11/29/2018	120.58	Prevention
11/25/18-12/08/18	Susan Lease		Preventionist	12/13/2018	332.35	Prevention
12/09/18-12/22/18	Susan Lease		Preventionist	12/27/2018	329.58	Prevention
9/16/2018-9/29/2018	Richard Marano		Compliance Officer	10/4/2018	125.42	Compliance
9/30/18-10/13/18	Richard Marano		Compliance Officer	10/18/2018	125.42	Compliance
10/14/18-10/27/18	Richard Marano		Compliance Officer	11/1/2018	125.42	Compliance
10/28/18-11/10/18	Richard Marano		Compliance Officer	11/15/2018	125.42	Compliance
11/11/18-11/24/18	Richard Marano		Compliance Officer	11/29/2018	123.84	Compliance
11/25/18-12/08/18	Richard Marano		Compliance Officer	12/13/2018	132.59	Compliance
12/09/18-12/22/18	Richard Marano		Compliance Officer	12/27/2018	127.15	Compliance
<b>Total Employee Benefits:</b>						<b>4,084.59</b>

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Component
10/18/18 Alb	NMCCBHP	10/4/2018	Susan Lease	96956	255.46	Compliance
10/18/18 Alb	NMCCBHP	10/18/2018	Susan Lease	37046	63.86	Compliance
10/15/18 Santa Fe	DWI Grant Council	10/15/2018	Andrea Shater	36978	375.74	Compliance
10/15/18 Santa Fe	DWI Grant Council	10/18/2018	Andrea Shater	37000	93.94	Compliance
12/21/18 Santa Fe	Court Officer Basic	11/20/2018	Richard Marano	37253	681.33	
12/21/18 Santa Fe	Court Officer Basic	12/5/2018	Richard Marano	37321	170.33	
1/18/19 Santa Fe	NMC Legislative Conf	11/28/2018	Card Service	37274	115.44	
<b>Total Travel (In-State):</b>						<b>1,756.10</b>

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Component
<b>Travel (Out-of-State)</b>						
<b>Total Travel (Out-of-State):</b>						<b>0.00</b>
<b>Supplies (*Please list Prevention Giveaways/Promotional Items separately below)</b>						
Date of Order	Check Date	Vendor/Item	Description	Check Number	Amount	Component
<b>*Prevention Giveaways/Promotional Items</b>						
<b>Total Supplies:</b>						<b>0.00</b>

Period Covered	Check Date	Vendor/Item	Description	Check Number	Amount	Component
October	10/18/2018	Xcel Energy	Electricity	37057	114.84	Compliance
November	11/5/2018	Xcel Energy	Electricity	37071	75.42	Compliance
December	12/17/2018	Xcel Energy	Electricity	37496	65.89	Compliance
October	10/16/2018	City of Tucuman	Water	36985	99.66	Compliance

November	11/5/2018	City of Tucumcari	Water	37067	99.66	Compliance
December	12/17/2018	City of Tucumcari	Water	37442	99.66	Compliance
October	11/5/2018	N M Gas Co.	Heating Fuel	37070	51.00	Compliance
November	11/20/2018	N M Gas Co.	Heating Fuel	37240	51.00	Compliance
December	12/31/2018	N M Gas Co.	Heating Fuel	37538	51.00	Compliance
11/14/2018	11/20/2018	Humberto Marquez	Water Dispenser	37233	68.25	Compliance
Total Operating Costs:					776.38	

**Contractual Services**

Period Covered	Check Date	Vendor	Description	Check Number	Amount	Component
Total Contractual Services:						0.00

**Minor Equipment**

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

**Capital Outlay**

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

Total Distribution Expenditures for the Quarter: 23,099.21

Check: 23099.21

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 DWI 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

*11/24/19*  
Date

## Exhibit G - Distribution In-Kind/Match

### Detailed Breakdown By Budget Category LOCAL DWI PROGRAM

Grantee: Query County Total Distribution This Quarter: 23,099.21  
 Project No.: 19-D-J-D-21 Total In-Kind/Match This Quarter: 7,856.54  
 Request No.: 2 Total Expenditures Reported This Quarter: 30,955.75

#### In-Kind/Match Expenditures:

#### ADMINISTRATIVE

Pay Period	Name	Job Title	Check Number	Amount	Component
Oct, Nov, Dec	Cheryl Simpson	Finance Director		867.15	Compliance
Oct, Nov, Dec	Sheryl Chambers	Bookkeeping		491.10	Compliance
Oct, Nov, Dec	Council Meeting		6	150.00	Compliance
				<b>Total Personnel Services:</b>	<b>1,508.25</b>

#### Employee Benefits

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

#### Travel

Date of Travel/Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Component
				<b>Total Travel:</b>	<b>0.00</b>	

#### Contractual Services

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

#### Operating Costs

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

#### PROGRAM

#### Personnel Services

Pay Period	Name	Job Title	Check Number	Amount	Component
9/6/2018-9/29/2018	Susan Lease	Preventionist	10/4/2018	343.47	Prevention

Pay Period	Name	Job Title	Check Number	Amount	Component
9/16/2018-9/29/2018	Richard Marano	Compliance Officer	Direct Deposit 10/4/2018	240.00	Compliance
9/30/18-10/13/18	Richard Marano	Compliance Officer	Direct Deposit 10/18/2018	240.00	Compliance
10/14/18-10/27/18	Richard Marano	Compliance Officer	Direct Deposit 11/1/2018	240.00	Compliance
10/28/18-11/10/18	Richard Marano	Compliance Officer	Direct Deposit 11/15/2018	240.00	Compliance
11/11/18-11/24/18	Richard Marano	Compliance Officer	Direct Deposit 11/29/2018	240.00	Compliance
11/25/18-12/08/18	Richard Marano	Compliance Officer	Direct Deposit 12/13/2018	271.25	Compliance
12/09/18-12/22/18	Richard Marano	Compliance Officer	Direct Deposit 12/27/2018	240.00	Compliance
9/16/2018-9/29/2018	Andrea Shafer	DWI Coordinator	Direct Deposit 10/4/2018	300.00	Coordination
9/30/18-10/13/18	Andrea Shafer	DWI Coordinator	Direct Deposit 10/18/2018	300.00	Coordination
10/14/18-10/27/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/1/2018	300.00	Coordination
10/28/18-11/10/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/15/2018	300.00	Coordination
11/11/18-11/24/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/29/2018	300.00	Coordination
11/25/18-12/08/18	Andrea Shafer	DWI Coordinator	Direct Deposit 12/13/2018	331.25	Coordination
12/09/18-12/22/18	Andrea Shafer	DWI Coordinator	Direct Deposit 12/27/2018	300.00	Coordination

Total Personnel Services:

4,185.97

Pay Period	Name	Job Title	Check Number	Amount	Component
9/16/2018-9/29/2018	Richard Marano	Compliance Officer	Direct Deposit 10/4/2018	41.80	Compliance
9/30/18-10/13/18	Richard Marano	Compliance Officer	Direct Deposit 10/18/2018	41.80	Compliance
10/14/18-10/27/18	Richard Marano	Compliance Officer	Direct Deposit 11/1/2018	41.80	Compliance
10/28/18-11/10/18	Richard Marano	Compliance Officer	Direct Deposit 11/15/2018	41.80	Compliance
11/11/18-11/24/18	Richard Marano	Compliance Officer	Direct Deposit 11/29/2018	41.28	Compliance
11/25/18-12/08/18	Richard Marano	Compliance Officer	Direct Deposit 12/13/2018	44.16	Compliance
12/09/18-12/22/18	Richard Marano	Compliance Officer	Direct Deposit 12/27/2018	42.37	Compliance
9/16/2018-9/29/2018	Andrea Shafer	DWI Coordinator	Direct Deposit 10/4/2018	52.12	Coordination
9/30/18-10/13/18	Andrea Shafer	DWI Coordinator	Direct Deposit 10/18/2018	52.12	Coordination
10/14/18-10/27/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/1/2018	52.12	Coordination
10/28/18-11/10/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/15/2018	52.12	Coordination
11/11/18-11/24/18	Andrea Shafer	DWI Coordinator	Direct Deposit 11/29/2018	51.60	Coordination
11/25/18-12/08/18	Andrea Shafer	DWI Coordinator	Direct Deposit 12/13/2018	54.51	Coordination
12/09/18-12/22/18	Andrea Shafer	DWI Coordinator	Direct Deposit 12/27/2018	52.69	Coordination

Total Employee Benefits:

662.32

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

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

Supplies	Date of Order	Check Date	Vendor/Item	Description	Check Number	Amount	Component
						0.00	
Total Supplies:						0.00	

**Operating Costs**

Period Covered	Check Date	Vendor/Item	Description	Check Number	Amount	Component
October	10/4/2018	Quay County	Rent	36949	500.00	Compliance
November	11/20/2018	Quay County	Rent	37251	500.00	Compliance
December	12/5/2018	Quay County	Rent	37319	500.00	Compliance

Total Operating Costs: 1,500.00

**Contractual Services**

Period Covered	Check Date	Vendor	Description	Check Number	Amount	Component
Total Contractual Services:						0.00

**Minor Equipment**

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

**Capital Outlay**

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

Total In-Kind/ Match: 7,856.54

Check: 7856.54

Additional In-Kind/Match	Total Amount	Fee Amount & Source	Additional Sources
Prevention	\$ 1,984.82		County
Enforcement			
Screening	\$ 45.00	45.00 Scr Fees	
Domestic Violence			
Treatment: Outpatient/Jail based			
Compliance Monitoring/Tracking	\$ 2,536.25	2536.25 Ct. Fees	
Coordination, Planning, & Evaluation	\$ 100.00	100.00 Ct. Fees	
Alternative Sentencing			

Fees Collected Summary	All fees collect this reporting period	All fees spent this reporting period
Prevention		
Enforcement		
Screening	\$ 385.74	\$ 45.00
Domestic Violence		
Treatment: Outpatient/Jail based	\$ 19.38	
Compliance Monitoring/Tracking	\$ 2,722.00	\$ 3,561.25
Coordination, Planning, & Evaluation	\$ 218.10	\$ 100.00
Alternative Sentencing		

To Be Completed First Quarter	
FY19 Beginning Fee Balance (Must Match Treasu	
Prevention	
Enforcement	
Screening	\$ 6,369.98
Domestic Violence	
Treatment: Outpatient/Jail	\$ 1,450.83
Compliance Monitoring/Tr	\$ 21,210.35
Coordination, Planning, &	\$ 11,545.45
Alternative Sentencing	\$ -

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 DWI 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

11/29/19  
Date

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

Exhibit D

<b>A. Grantee:</b> Quay County		<b>Payment Request No.:</b> 2	
<b>B. Address:</b> P.O. Box 1246 Tulip, NM 88401		<b>Payment/Competition:</b> \$15,336.00	
<b>C. Telephone No.:</b> (575) 481-2112		<b>A. Grant Award:</b> \$1,517.80	
<b>D. Grant No.:</b> 19-D-G-21 Amendment #1		<b>B. Funds Received To Date:</b> \$6,303.02	
		<b>C. Amount Requested This Payment:</b> \$7,515.18	
		<b>D. Grant Balance:</b> \$7,515.18	
		<b>III. Report Period Ending:</b> 31-Dec-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
Employee Benefits		0.00	0.00		0.00	0.00			0.00
Travel		0.00	0.00		0.00	0.00			0.00
Contractual Services		0.00	0.00		0.00	0.00			0.00
Operating Expenses		0.00	0.00		0.00	0.00			0.00
PROGRAM									
Personnel Services	11,296.00	1,534.00	12,830.00	5,575.00	1,534.00	7,109.00	4,541.92	648.49	5,190.41
Employee Benefits	4,040.00	0.00	4,040.00	2,245.82	0.00	2,245.82	1,761.10		1,761.10
Travel (In-State)	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
Supplies	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
Contractual Services	0.00	0.00	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
Capital Outlay*	0.00	0.00	0.00	0.00	0.00	0.00			0.00
<b>TOTAL EXPENDITURES</b>	<b>15,336.00</b>	<b>1,534.00</b>	<b>16,870.00</b>	<b>7,820.82</b>	<b>1,534.00</b>	<b>9,354.82</b>	<b>6,303.02</b>	<b>648.49</b>	<b>6,951.51</b>

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.

<i>Richard D. Peirase</i> Grantee Fiscal Officer (Printed Name and Title)	<i>Morgan</i> Grantee Representative (Printed Name and Title)
<i>Will A. Peirase</i> Grantee Fiscal Officer (Signature)	<i>Andrea Steeler</i> Grantee Representative (Signature)
11/24/19	1-24-2019
Date	Date

Local Government Division Fiscal Officer \_\_\_\_\_ Date \_\_\_\_\_

(If Local Government Division Use Only)

Local Government Division Project Representative \_\_\_\_\_ Date \_\_\_\_\_

**LOCAL DWI GRANT PROGRAM**  
**Request for Payment/Financial Status Report**  
**Breakdown By Program Component Expenditures D(1)**

Grantee: Quay County Total Grant Funds Requested This Request: 6,303.02  
 Project No.: 19-D-G-21 Amendment #1 Total In-Kind/Match This Request: 648.49  
 Request No. 2 Total Expenditures Reported This Request: 6,951.51

**Grant Expenditures:**

	Budget	This Request	YTD	Additional In-Kind/Match
Prevention	15,336.00	6,303.02	7,820.82	
Enforcement	0.00		0.00	
Screening	0.00		0.00	
Domestic Violence	0.00		0.00	
Treatment: Outpatient/Jailbased	0.00		0.00	
Compliance Monitoring/Tracking	0.00		0.00	
Coordination, Planning & Evaluation	0.00		0.00	
Alternative Sentencing	0.00		0.00	
<b>Totals:</b>	<b>15,336.00</b>	<b>6,303.02</b>	<b>7,820.82</b>	

**In-Kind/Match Expenditures:**

	Budget	This Request	YTD	Additional In-Kind/Match
Prevention	1,534.00	648.49	1,534.00	874.59
Enforcement	0.00		0.00	
Screening	0.00		0.00	
Domestic Violence	0.00		0.00	
Treatment: Outpatient/Jailbased	0.00		0.00	
Compliance Monitoring/Tracking	0.00		0.00	
Coordination, Planning & Evaluation	0.00		0.00	
Alternative Sentencing	0.00		0.00	
<b>Totals:</b>	<b>1,534.00</b>	<b>648.49</b>	<b>1,534.00</b>	<b>874.59</b>

Total Expenditures This Reimbursement: 6,951.51 6951.51  
 Total Expenditures Year to Date: 9,354.82 9354.82  
 Total Additional In-Kind Match Year to Date: 874.59 874.59

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

11/29/19  
 Date

**Exhibit G - Grant**  
**Detailed Breakdown By Budget Category**  
**LOCAL DWI GRANT PROGRAM**

Grantee: Quay County Total Grant Funds Requested This Request: 6,303.02  
 Project No.: 19-D-J-G-21 Total In-Kind/Match This Request: 648.49  
 Request No.: 2 Total Expenditures Reported This Request: 6,951.51

**Grant Expenditures:**

**ADMINISTRATIVE**  
*Administrative expenses are not allowed.*

**PROGRAM**  
**Personnel Services**

Pay Period	Name	Job title	Check Number	Amount	Component
9/16/2018-9/29/2018	Susan Lease	Preventionist	Direct Deposit	10/4/2018	Prevention
9/30/18-10/13/18	Susan Lease	Preventionist	Direct Deposit	10/18/2018	Prevention
10/14/18-10/27/18	Susan Lease	Preventionist	Direct Deposit	11/1/2018	Prevention
10/28/18-11/10/18	Susan Lease	Preventionist	Direct Deposit	11/15/2018	Prevention
11/11/18-11/24/18	Susan Lease	Preventionist	Direct Deposit	11/29/2018	Prevention
11/25/18-12/08/18	Susan Lease	Preventionist	Direct Deposit	12/13/2018	Prevention
12/09/18-12/22/18	Susan Lease	Preventionist	Direct Deposit	12/27/2018	Prevention
				<b>4,541.92</b>	
<b>Total Personnel Services:</b>					

**Employee Benefits**

Pay Period	Name	Job title	Check Number	Amount	Component
8/16/2018-8/29/2018	Susan Lease	Preventionist	Direct Deposit	10/4/2018	Prevention
9/30/18-10/13/18	Susan Lease	Preventionist	Direct Deposit	10/18/2018	Prevention
10/14/18-10/27/18	Susan Lease	Preventionist	Direct Deposit	11/1/2018	Prevention
10/28/18-11/10/18	Susan Lease	Preventionist	Direct Deposit	11/15/2018	Prevention
11/11/18-11/24/18	Susan Lease	Preventionist	Direct Deposit	11/29/2018	Prevention
11/25/18-12/08/18	Susan Lease	Preventionist	Direct Deposit	12/13/2018	Prevention
12/09/18-12/22/18	Susan Lease	Preventionist	Direct Deposit	12/27/2018	Prevention
				<b>1,761.10</b>	
<b>Total Employee Benefits:</b>					

Date of Travel/Locator	Purpose of Travel	Check Date	Name	Check Number	Amount	Component
<b>Total Travel (In-State):</b>						<b>0.00</b>
<b>Total Travel (Out-of-State)</b>						

Date of Travel/Locator: \_\_\_\_\_ Purpose of Travel: \_\_\_\_\_ Check Date: \_\_\_\_\_ Name: \_\_\_\_\_ Check Number: \_\_\_\_\_ Amount: \_\_\_\_\_ Component: \_\_\_\_\_



**Exhibit G - Grant In-Kind/Match**  
**Detailed Breakdown By Budget Category**  
**LOCAL DWI GRANT PROGRAM**

Grantee: Quay County Total Grant Funds Requested This Request: 6,303.02  
 Project No.: 19-D-J-G-21 Total In-Kind/Match This Request: 648.49  
 Request No.: 2 Total Expenditures Reported This Request: 6,951.51

**In-Kind/Match Expenditures:**

**ADMINISTRATIVE**

Pay Period	Name	Job Title	Check Number	Amount	Component	
9/16/2018-9/29/2018	Susan Lease	Preventionist	Direct Deposit	10/4/2018	648.49	Prevention
				<b>Total Personnel Services:</b>	<b>648.49</b>	

**Employee Benefits**

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

**Travel**

Date of Travel	Location	Purpose of Travel	Check Date	Name	Check Number	Amount	Component
						<b>Total Travel:</b>	<b>0.00</b>

**Contractual Services**

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

**Operating Costs**

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

**PROGRAM**

Personnel Services	Pay Period	Name	Job Title	Check Number	Amount	Component





**State of New Mexico**  
**Local Government Budget Management System (LGBMS)**

**Report Recap - Fiscal Year 2018-2019 - Quay County - FY2019 Q2**

Printed from LGBMS on 2019-01-25 08:33:13

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Adjustments	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	919,702.00	0.00	2,214,673.22	-689,493.00	1,021,943.22	3,011.39	1,425,950.39	0.00	1,425,950.39
20200 Environmental	126,068.00	0.00	32,146.76	0.00	0.00	0.00	158,214.76	0.00	158,214.76
20300 County Property Valuation	81,755.00	0.00	43,051.52	0.00	27,538.98	0.00	97,267.54	0.00	97,267.54
20400 County Road	285,365.00	0.00	270,580.02	433,327.11	716,046.59	2,641.69	275,867.23	0.00	275,867.23
20600 Emergency Medical Services	10,825.00	0.00	26,014.00	0.00	12,455.87	20.00	24,403.13	0.00	24,403.13
20800 Farm & Range	308.00	0.00	0.00	0.00	0.00	0.00	308.00	0.00	308.00
20900 Fire Protection	988,909.00	0.00	606,328.45	-149,772.00	223,216.90	902.59	1,223,151.14	0.00	1,223,151.14
21100 Law Enforcement Protection	0.00	0.00	23,600.00	0.00	23,600.00	0.00	0.00	0.00	0.00
21800 Intergovernmental Grants	4,995.00	0.00	23,664.91	29,493.00	29,623.14	0.00	28,529.77	0.00	28,529.77
22000 Indigent Fund	187,661.00	0.00	177,248.94	0.00	95,870.07	1,408.87	270,448.74	0.00	270,448.74
22100 Hospital Gross Receipts Tax	862,020.00	0.00	810,681.97	-61,131.74	511,238.77	81.28	1,120,412.74	0.00	1,120,412.74
22300 DWI Fund	10,629.00	0.00	60,909.97	0.00	62,085.90	0.00	9,453.07	0.00	9,453.07
22500 Clerks Recording & Filing Fund	22,563.00	0.00	5,869.82	0.00	1,576.88	0.00	26,855.94	0.00	26,855.94
22600 Jail - Detention	93,232.00	0.00	256,807.70	460,000.00	729,577.19	188.65	80,651.16	0.00	80,651.16
22700 County Emergency Communications and Medical & Behavioral Health GRT	551,559.00	0.00	278,790.78	0.00	202,613.20	1,156.72	628,893.30	0.00	628,893.30
29900 Other Special Revenue	465,573.00	0.00	90,867.84	61,131.74	162,310.78	-5,765.00	449,496.80	0.00	449,496.80
30200 CDBG (HUD) Project	33,190.00	0.00	19,810.41	0.00	4,605.63	9.30	48,404.08	0.00	48,404.08
30400 Road/Street Projects	189,434.00	0.00	0.00	0.00	0.00	0.00	189,434.00	0.00	189,434.00

39900 Other Capital Projects	2,096,254.00	0.00	4,345.59	-300,000.00	41,909.93	0.00	1,759,690.65	0.00	1,759,690.65
40400 NMFA Loan Debt Service	0.00	0.00	0.00	216,444.89	220,990.52	4,545.63	0.00	0.00	0.00
Totals	6,950,042.00	0.00	4,945,391.89	0.00	4,087,202.57	8,201.12	7,816,432.44	0.00	7,816,432.44

**QUAY COUNTY**  
**FISCAL YEAR: 2018-19**  
**REPORT PERIOD: 12/18**

FUND NUMBER AND TITLE	BEGINNING CASH			CHANGE IN			ENDING CASH
	BALANCE	REVENUES	TRANSFERS	EXPENDITURES	BALANCE SHEET	BALANCE	
401 GENERAL FUND	919,701.49	2,214,673.22 (	699,493.00)	1,021,943.22	3,011.39	1,425,949.88	
402 ROAD FUND	285,364.48	270,560.02	493,327.11	716,046.99	2,841.69	275,865.71	
403 FARM & RANGE FUND	307.87	.00	.00	.00	.00	307.87	
406 HEALTH CARE ASSISTANCE FUND	187,660.88	177,248.94	.00	95,870.07	1,408.87	270,448.62	
407 FIRE DISTRICT NO 1 FUND	30,015.20	80,780.08 (	25,191.00)	22,381.84	34.00	63,316.44	
408 FIRE DISTRICT NO 2 FUND	136,595.84	51,838.55 (	13,764.00)	14,328.72	.00	160,340.77	
409 FIRE DISTRICT NO 3 FUND	165,094.01	54,287.40 (	18,715.00)	10,348.10	.00	190,318.31	
410 NARA VISA FIRE FUND	71,085.05	35,362.29 (	13,343.00)	7,135.73	.00	88,948.61	
411 FORREST FIRE FUND	145,217.74	48,328.96 (	8,619.00)	125,617.34	.00	59,310.36	
412 JORDAN FIRE FUND	118,327.20	83,713.07 (	17,198.00)	11,242.83	.00	173,659.44	
413 BARD ENDEE FIRE FUND	172,511.46	113,116.08 (	22,283.00)	13,363.58	714.55	250,715.50	
414 EMERGENCY MEDICAL SERVS FUND	10,824.89	28,014.00	.00	12,455.87	20.00	24,402.82	
415 QUAY FIRE DIST FUND	54,152.23	50,870.50 (	18,453.00)	8,357.03	73.26	79,305.96	
416 FORESTRY FIRE FUNDS	144,189.92	13,246.61	.00	11,260.31	.00	146,176.22	
418 PORTER FIRE DEPT.	41,988.33	40,702.81 (	12,346.00)	6,890.12	.00	63,435.02	
419 QUAY COUNTY EMERGENCY MANAG	4,176.90	19,482.51	29,493.00	19,048.61	.00	28,103.80	
420 QUAY COUNTY FIRE MARSHALL	53,981.88	44,328.61	.00	3,570.61	80.78	94,800.46	
421 DETENTION CENTER	43,632.83	256,807.70	480,000.00	724,728.71	188.65	35,900.47	
430 SAFETY NET CARE POOL FUND	.00	.00	61,131.74	61,131.74	.00	.00	
431 COUNTY EMERGENCY COMMUNICAT	551,598.09	270,790.78	.00	202,613.20	1,156.72	628,892.39	
489 REAPPRAISAL FUND	81,754.55	43,061.52	.00	27,638.98	.00	97,267.09	
501 HOSPITAL FUND	882,019.64	810,881.97 (	61,191.74)	511,238.77	81.28	1,120,412.38	
503 RURAL ADDRESSING FUND	73,110.34	1,358.63	.00	15,123.12	.00	59,345.85	
516 ASAP - OTHER CHARGES	7,288.37	1,891.62	.00	1,620.79	10.00	7,569.29	
520 TUC. DOMESTIC VIOLENCE PROGRA	12,027.93	1,700.27	.00	3,140.19	.00	10,588.01	
582 DEBT SERVICE	.00	.00	216,444.89	220,990.52	4,545.63	.00	
601 SEIZURE FUND	66.86	.56	.00	.00	.00	57.42	
602 CONFISCATED/SEIZURE FUND	102.90	.00	.00	.00	.00	102.90	
603 DRUG ENFORCEMENT FUND	357.97	3.38	.00	.00	.00	361.36	
607 LAW ENFORCEMENT PROTECTION F	.00	23,600.00	.00	23,600.00	.00	.00	
610 JUVENILE DET OFFICER FUND	49,599.07	.00	.00	4,848.48	.00	44,750.59	
613 PRIMARY CARE CLINIC	146,042.04	56,285.75	.00	53,333.91 (	5,775.00)	143,218.86	
621 CLERKS EQUIP REC FUND	22,562.40	5,869.82	.00	1,576.88	.00	26,855.34	
622 DWI DISTRIBUTION	8,205.47	55,048.23	.00	54,265.08	.00	8,988.62	
623 ENVIRONMENTAL GROSS REC FUND	126,087.81	32,146.76	.00	.00	.00	158,214.57	
624 DWI GRANT FUND	2,422.80	5,861.74	.00	7,820.82	.00	463.72	
626 UNDERAGE DRINKING PREVENTION	817.60	10,182.40	.00	10,574.53	.00	425.47	
628 MISDEMEANOR COURT COMPLIANCE	37,087.75	7,820.02	.00	8,808.78	.00	36,108.99	

FOR STATE DEPT OF FINANCE USE

50% OF THE FISCAL YEAR HAS ELAPSED

**QUAY COUNTY**  
**FISCAL YEAR: 2018-19**  
**REPORT PERIOD: 12/18**

FUND NUMBER AND TITLE	BEGINNING CASH BALANCE			CHANGE IN BALANCE SHEET			ENDING CASH BALANCE
	BALANCE	REVENUES	TRANSFERS	EXPENDITURES	BALANCE SHEET	BALANCE	
631 DWI PROBATION FEES	21,210.35	7,008.96	.00	7,721.94	.00	20,495.37	
632 DWI SCREENING FEES	6,368.98	880.64	.00	45.00	.00	7,205.62	
633 DWI TREATMENT FEES	1,480.83	33.32	.00	.00	.00	1,484.15	
634 DWI UA FEES	11,545.45	640.07	.00	125.00	.00	12,060.52	
639 WILDLIFE SERVICES	4,721.03	.00	.00	.00	.00	4,721.03	
649 COUNTY IMPROVEMENTS	2,096,293.19	4,345.58	( 300,000.00)	41,808.93	.00	1,758,889.84	
650 ROAD EQUIPMENT FUND	189,433.74	.00	.00	.00	.00	189,433.74	
655 CDBG - QUAY COUNTY	32,899.34	.00	.00	492.90	9.30	32,415.74	
656 CDBG PLANNING GRANT	289.82	19,810.41	.00	4,112.73	.00	15,987.50	
<b>GRAND TOTAL</b>	<b>6,960,033.11</b>	<b>4,945,391.89</b>	<b>.00</b>	<b>4,087,202.57</b>	<b>8,201.12</b>	<b>7,816,423.55</b>	



**QUAY COUNTY GOVERNMENT**  
**FISCAL YEAR 2018-2019**

**RESOLUTION NO. 16**

A Resolution Repealing a Portion of the  
Quay County Personnel & Procedures Policy &  
Adopting New Mexico State Statutes Laws  
Governing that Portion of the Policy

**WHEREAS**, Quay County developed and approved Resolution No. 5, at a regularly scheduled meeting of the Board of Commissioners on July 23, 2018.

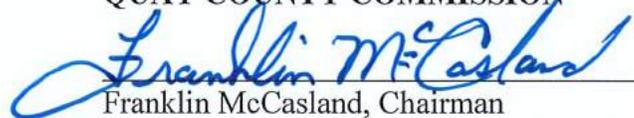
**WHEREAS**, It has come to the attention of this Governmental Agency that a portion thereof, is not in compliance with New Mexico State Statues.

**WHEREAS**, Section 9.9.3 through 9.9.12, regarding Travel and Per Diem should mirror NMSA 2.42.2; Regulations Governing the Per Diem and Mileage Act.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the portion of the Quay County Personnel & Procedures Policy 9.9.2 through 9.9.12 is hereby repealed. Quay County Government hereby adopts and will follow NMSA 10-8-1 through 10-8-8; Per Diem and Mileage Act.

**PASSED, APPROVED AND ADOPTED** by governing body at its meeting of January 28, 2019.

**QUAY COUNTY COMMISSION**

  
Franklin McCasland, Chairman

  
Sue Dowell, Member

\_\_\_\_\_  
Mike Cherry, Member

ATTEST:

  
Ellen White, Quay County Clerk



**History:** Laws 2010, ch. 62, § 9.

**Effective dates.** — Laws 2010, ch. 62, § 10 made the Hazardous Duty Officers' Employer-Employee Relations Act effective July 1, 2010.

## ARTICLE 8

### Per Diem and Mileage

<p>Sec. 10-8-1. Short title. 10-8-2. Purpose of act. 10-8-3. Definitions. 10-8-4. Per diem and mileage rates; in lieu of payment.</p>	<p>Sec. 10-8-5. Restrictions; regulations. 10-8-6. Application of act. 10-8-7. Penalty. 10-8-8. Other reimbursements.</p>
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#### 10-8-1. Short title.

Sections 10-8-1 through 10-8-8 NMSA 1978 may be cited as the "Per Diem and Mileage Act".

**History:** 1953 Comp., § 5-10-1, enacted by Laws 1963, ch. 31, § 1; 1978, ch. 184, § 1; 1979, ch. 273, § 2.

#### ANNOTATIONS

**Am. Jur. 2d, A.L.R. and C.J.S. references.** — 67 C.J.S. Officers and Public Officers §§ 224, 225.

#### 10-8-2. Purpose of act.

The purpose of the Per Diem and Mileage Act is to establish rates for reimbursement for travel for public officers and employees coming under the Per Diem and Mileage Act. The act is designed to be referred to where applicable in statutes setting compensation of public officers and employees.

**History:** 1953 Comp., § 5-10-2, enacted by Laws 1963, ch. 31, § 2; 1971, ch. 116, § 1.

#### ANNOTATIONS

**When allowance may not be drawn.** — State highway commissioners, as unsalaried state officers,

may not draw the statutory per diem allowance while engaged in official state business at their residence or personal business premises. 1977 Op. Att'y Gen. No. 77-20.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** — 67 C.J.S. Officers and Public Employees § 225; 81A C.J.S. States §§ 61, 106 to 109.

#### 10-8-3. Definitions.

As used in the Per Diem and Mileage Act:

- A. "secretary" means the secretary of finance and administration;
- B. "employee" means any person who is in the employ of any state agency, local public body or public post-secondary educational institution and whose salary is paid either completely or in part from public money, but does not include jurors or jury commissioners;
- C. "governing board" means the board of regents of any institution designated in Article 12, Section 11 of the constitution of New Mexico or designated in Chapter 21, Article 14 NMSA 1978, or the board of any institution designated in Chapter 21, Articles 13, 16 and 17 NMSA 1978;
- D. "local public body" means all political subdivisions of the state and their agencies, instrumentalities and institutions, except public post-secondary educational institutions;
- E. "state agency" means the state or any of its branches, agencies, departments, boards, instrumentalities or institutions, except public post-secondary educational institutions;
- F. "public post-secondary educational institution" means any institution designated in Article 12, Section 11 of the constitution of New Mexico and any institution designated in Chapter 21, Articles 13, 14, 16 and 17 NMSA 1978; and
- G. "public officer" or "public official" means every elected or appointed officer of the state, local public body or any public post-secondary educational institution. Public officer includes members of advisory boards appointed by any state agency, local public body or public post-secondary educational institution.

**History:** 1953 Comp., § 5-10-2.1, enacted by Laws 1971, ch. 116, § 2; 1977, ch. 247, § 49; 1978, ch. 184, § 2; 1979, ch. 273, § 3; 1989, ch. 338, § 1.

eighty-eight cents (\$.88) a mile for each mile traveled in a privately owned airplane if the travel is necessary to the discharge of the officer's or employee's official duties and if the private conveyance is not a common carrier; provided, however, that only one person shall receive mileage for each mile traveled in a single privately owned vehicle or airplane, except in the case of common carriers, in which case the person shall receive the cost of the ticket in lieu of the mileage allowance.

E. The per diem and mileage or per diem and cost of tickets for common carriers paid to salaried public officers or employees is in lieu of actual expenses for transportation, lodging and subsistence.

F. In addition to the in-state per diem set forth in this section, the department of finance and administration, by rule, may authorize a flat subsistence rate in the amount set by the legislature in the general appropriation act for commissioned officers of the New Mexico state police in accordance with rules promulgated by the department of finance and administration.

G. In lieu of the in-state per diem set in Subsection B of this section, the department of finance and administration may, by rule, authorize a flat monthly subsistence rate for certain employees of the department of transportation, provided that the payments made under this subsection shall not exceed the maximum amount that would be paid under Subsection B of this section.

H. Per diem received by nonsalaried public officers for travel on official business or in the discharge of their official duties, other than attending a board or committee meeting, and per diem received by public officers and employees for travel on official business shall be prorated in accordance with rules of the department of finance and administration or the governing board.

I. The provisions of Subsection A of this section do not apply to payment of per diem expense to a nonsalaried public official of a municipality for attendance at board or committee meetings held within the boundaries of the municipality.

J. In addition to any other penalties prescribed by law for false swearing on an official voucher, it shall be cause for removal or dismissal from office.

K. With prior written approval of the secretary or the secretary's designee or the local public body, a nonsalaried public officer of a state agency or local public body, a salaried public officer of a state agency or local public body or a salaried employee of a state agency or local public body is entitled to per diem expenses under this subsection and shall receive:

(1) reimbursement for actual expenses for lodging; and

(2) reimbursement for actual expenses for meals not to exceed thirty dollars (\$30.00) per day for in-state travel and forty-five dollars (\$45.00) per day for out-of-state travel.

L. With prior written approval of the governing board or its designee, a nonsalaried public officer of a public post-secondary educational institution, a salaried public officer of a public post-secondary educational institution or a salaried employee of a public post-secondary educational institution is entitled to per diem expenses under this subsection and shall receive:

(1) reimbursement for actual expenses for lodging; and

(2) reimbursement for actual expenses for meals not to exceed thirty dollars (\$30.00) per day for in-state travel and forty-five dollars (\$45.00) per day for out-of-state travel.

**History:** 1953 Comp., § 5-10-3, enacted by Laws 1963, ch. 31, § 3; 1971, ch. 116, § 3; 1974, ch. 26, § 1; 1975, ch. 106, § 1; 1977, ch. 194, § 1; 1978, ch. 184, § 3; 1979, ch. 38, § 1; 1980, ch. 9, § 1; 1980, ch. 32, § 1; 1981, ch. 109, § 1; 1984, ch. 29, § 2; 1987, ch. 129, § 1; 1989, ch. 338, § 2; 2003, ch. 215, § 1; 2009, ch. 170, § 1.

**Compiler's notes.** — The General Appropriation Act, referred to in Subsection F, is the yearly act passed by the state legislature which funds all state agencies and personnel.

**Cross references.** — For payment of travel advances upon public vouchers, see 6-5-8 NMSA 1978.

For applicability to court of appeal judges, see 34-1-9 NMSA 1978.

For applicability to magistrates attending training program, see 35-2-4 NMSA 1978.

For applicability to district attorneys and their employees, see 36-1-3 NMSA 1978.

**The 2009 amendment,** effective June 19, 2009, in Subsection D, after "employee shall receive", deleted "thirty-two cents (\$.32) a mile" and added "up to the internal revenue service standard mileage rate set January 1 of the previous year".

**The 2003 amendment,** effective July 1, 2003, in Subsection A, increased the per diem for nonsalaried public officers from \$75.00 to \$95.00; in Subsection B(1), increased the per diem for public officers and employees from \$65.00 to \$85.00, and the maximum from \$75.00 to \$135.00; in Subsection C(1), increased the out-of-state per diem from \$75.00 to \$115.00 and the maximum from \$95.00 to \$215.00; in Subsection C(2) to increase the post-secondary institution rate from \$75.00 to \$115.00 and the maximum from \$95.00 to \$215.00; in Subsection D, increased the mileage rate in a private vehicle from \$.25 per mile to \$.32 per mile, and the mileage rate in a private airplane from \$.40 per mile to \$.88 per mile; and in Subsection K(2), increased the reimbursement for meals from \$30.00 per day to \$45.00 per day.

#### ANNOTATIONS

**Source of compensation.** — Nothing in the Per Diem and Mileage Act specifies the source from which board members are to receive compensation for travel costs. *N.M. Bd. of Veterinary Med. v. Riegger*, 2006-NMCA-069, 139 N.M. 679, 137 P.3d 619, *aff'd* in part

E. The governing board or its designee may reduce the rates set for the per diem and mileage for public officials of public post-secondary educational institutions and for employees of public post-secondary educational institutions at any time the governing board deems it to be in the public interest, and such reduction shall not be construed to permit payment of any other compensation, perquisite or allowance. The governing board shall exercise this power of reduction in a reasonable manner and shall attempt to achieve a standard rate for public officers and employees of public post-secondary educational institutions. The governing board may reduce the rates of per diem and mileage for its public post-secondary educational institution and may, in extraordinary circumstances and in public meeting, allow actual expenses rather than the per diem rates set in the Per Diem and Mileage Act.

F. No reimbursement for out-of-state travel shall be paid to any elected public officer, including any member of the legislature, if after the last day to do so that officer has not filed a declaration of candidacy for reelection to his currently held office or has been defeated for reelection to his currently held office in a primary election or any general election.

G. Subsection F of this section does not apply to any elected public officer who is ineligible to succeed himself after serving his term in office.

H. Subsection F of this section does not apply to legislators whose travel has been approved by a three-fourths' vote of the New Mexico legislative council at a regularly called meeting.

I. Any person who is not an employee, appointee or elected official of a county or municipality and who is reimbursed under the provisions of the Per Diem and Mileage Act in an amount that singly or in the aggregate exceeds one thousand five hundred dollars (\$1,500) in any one year shall not be entitled to further reimbursement under the provisions of that act until the person furnishes in writing to his department head or, in the case of a department head or board or commission member, to the governor or, in the case of a member of the legislature, to the New Mexico legislative council an itemized statement on each separate instance of travel covered within the reimbursement, the place to which traveled and the executive, judicial or legislative purpose served by the travel.

**History:** 1953 Comp., § 5-10-3.1, enacted by Laws 1978, ch. 184, § 4; 1979, ch. 273, § 4; 1984, ch. 29, § 3; 1989, ch. 338, § 3; 1990, ch. 67, § 1; 1995, ch. 209, § 1.

**Repeals and reenactments.** — Laws 1978, ch. 184, § 4, repealed 5-10-3.1, 1953 Comp. (former 10-8-5 NMSA 1978), relating to restrictions and regulations, and enacted a new 10-8-5 NMSA 1978.

**Compiler's notes.** — Laws 1977, ch. 247, §§ 6 and 93G (compiled as 9-6-6 NMSA 1978 and 6-1-1 NMSA 1978) established the state board of finance, referred to in the last sentence of Subsection D, in connection with the board of finance division of the department of finance and administration. See 9-6-6 NMSA 1978 and 6-1-1 NMSA 1978.

**Cross references.** — For payment of travel expenses upon public vouchers, see 6-5-8 NMSA 1978.

**The 1995 amendment,** effective June 16, 1995, in Subsection C, added the proviso at the end of the first sentence, and added the second sentence.

#### ANNOTATIONS

**Nonsalaried public officers.** — Nonsalaried public officers, including state highway commissioners, may receive the statutory per diem allowance for each day on which public business involving the requisite travel is performed without regard to the number of hours actually expended while away from place of residence and personal business premises in the performance of public duties. 1977 Op. Att'y Gen. No. 77-20.

**Reducing rates.** — A state agency may reduce rates of per diem and mileage for that state agency to an amount less than that specified in the Per Diem and Mileage Act, subject to the prior approval of the director (now secretary) of the department of finance and administration. 1977 Op. Att'y Gen. No. 77-20.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** — 67 C.J.S. Officers and Public Employees §§ 224, 225.

#### 10-8-6. Application of act.

A. The Per Diem and Mileage Act shall not apply to the members of the legislature unless the legislature by specific reference to the act makes it applicable to the members and such application does not thereby exceed the per diem and mileage rates fixed in the constitution of New Mexico.

B. The provisions of Subsection D of Section 10-8-4 NMSA 1978 pertaining to the mileage reimbursement rate for travel in a privately owned vehicle shall not apply to employees of a hospital facility under the control of the board of trustees of a special hospital district created pursuant to the provisions of the Special Hospital District Act [Chapter 4, Article 48A NMSA 1978], if the board of trustees has fixed a mileage reimbursement rate for those employees.

**History:** 1953 Comp., § 5-10-3.2, enacted by Laws 1971, ch. 116, § 5; 2003, ch. 21, § 2.

**Cross references.** — For constitutional per diem and mileage rates, see N.M. Const., art. IV, § 10.

**The 2003 amendment,** effective July 1, 2003, re-designated the former text of the section as Subsection A and added "of New Mexico" at the end; and added Subsection B.



**QUAY COUNTY GOVERNMENT**  
**FISCAL YEAR 2018-2019**

**RESOLUTION NO. 17**

**WHEREAS**, Quay County currently has a County Improvements fund which is used by the County to make necessary improvements to county infrastructure with a balance of 1,758,689.00; and

**WHEREAS**, Quay County in conjunction with the City of Tucumcari is supportive of efforts to bring a horse racing tract and casino to Tucumcari, New Mexico; and

**WHEREAS**, a portion of the property being considered for the location of the racetrack and casino is located outside the city limits of Tucumcari; and

**WHEREAS**, it may be necessary to provide additions and improvements to public infrastructure adjacent to the proposed racetrack location;

**NOW THEREFORE BE IT RESOLVED** that the Quay County Commission does hereby earmark \$1,750,000.00 of the County Improvement Fund for public infrastructure additions or improvements necessary for the racetrack and casino project as agreed to by the County, the Developer and the City of Tucumcari. This earmark shall be automatically rescinded in the event that the Racing License is granted to another community. Quay County reserves the right to spend portions of the County Improvement Fund for any County emergency that may arise while the fund is earmarked for public infrastructure associated with the Race Track and Casino project.

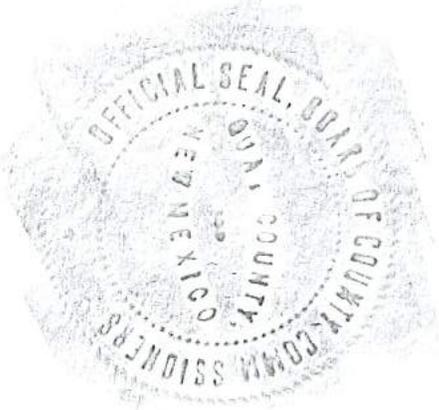
**PASSED, APPROVED AND ADOPTED** by governing body at its meeting of January 28, 2019.

**QUAY COUNTY COMMISSION**

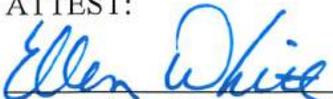
  
Franklin McCasland, Chairman

  
Sue Dowell, Member

  
Mike Cherry, Member



ATTEST:

  
Ellen White, Quay County Clerk