

QUAY COUNTY GOVERNMENT
300 South Third Street
P.O. Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
Fax: (575) 461-6208

AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
April 27, 2020

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session March 27, 2020

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. Franklin McCasland, Quay County Commission Chairman**
 - Request Approval of FY2019-2020 – Resolution No. 45 – Requesting the Governor to Reopen Businesses
- II. C. Renee Hayoz, Presbyterian Medical Services Administrator**
 - Presentation of Monthly RPHCA Reports
- III. Andrea Shafer, Quay County DWI Coordinator Administrator**
 - Request Approval of DWI 3rd Quarterly Report
- IV. Patsy Gresham, Quay County Treasurer**

Debit/Credit Card Processing Update
- V. Lucas Bugg, Quay County Fire Marshal**
 - Request Approval of FY 2021 Fire Fund Protection Applications
- VI. Cheryl Simpson, Quay County Finance Director**
 - Request Approval of DWI Quarterly Distribution Report
 - Request Approval of DWI FY21 Office Rental Agreement
 - Request Approval of DFA Quarterly Report
 - Request Approval of FY20 Audit Contract with Carr, Riggs & Ingram
- VII. Larry Moore, Quay County Road Superintendent**
 - Road Update



Doc #CM-00486
05/11/2020 11:42 AM Doc Type: COCOM
Fee: (No Field Tag Finance Total Fees found)
Quay County, NM Ellen White - County Clerk, County Clerk

VIII. Richard Primrose, Quay County Manager

- **Correspondence**

IX. Request Approval of Accounts Payable

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

Adjourn

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

April 27, 2020

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 27th day of April, 2020 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:

Janie Hoffman, Quay County Assessor
Andrea Shafer, Quay County DWI Coordinator
Patsy Gresham, Quay County Treasurer
Lucas Bugg, Quay County Fire Marshal
Larry Moore, Quay County Road Superintendent
Jerri Rush, Commission District Two Candidate
Todd Duplantis, Commission District Two Candidate
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Lucas Bugg led the Pledge of Allegiance.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the minutes from the March 27, 2020 regular session as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

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

NEW BUSINESS:

Chairman McCasland presented FY 2019-2020 Resolution No. 45; Requesting Governor Reopen Businesses closed due to the Health Order Restrictions in place due to COVID-19.

Commissioner Dowell stated she is in favor of encouraging the Governor to reopen businesses with restrictions as the closures have had a huge economic impact on rural New Mexico. Dowell presented a list of businesses that are open with limited services, as well as those that are completely closed to show the impact this Order has had on Quay County. Dowell said small rural New Mexico Counties cannot be expected to follow the Governor's "One Rule Fits All" county closures. Dowell informed the other Commissioners she had corresponded with Senator Woods and Representative Chatfield regarding the closures. Dowell thanked Senator Woods for responding.

Commissioner Cherry agreed with Dowell stating 87% of the total COVID-19 cases in New Mexico are centralized to four counties, with 90% of that in two western counties.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve Resolution NO. 45. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy of this Resolution is attached to these minutes.

Chairman McCasland made it clear he fully supports the initiative of our Emergency Manager and the Health Care professionals in Quay County. McCasland reminded the citizens in no way is the passing of this Resolution the green light to open businesses.

County Manager, Richard Primrose presented the monthly RPHCA Report on behalf of the Quay County Family Health Center. Primrose stated Renee Hayoz will be absent from meeting until the social distancing restrictions are lifted. The Report is attached to these minutes.

Andrea Shafer, Quay County DWI Administrator presented the 3rd Quarter Report for the DWI Program. Shafer stated numbers increased across the board this quarter. A copy of the Report is attached to these minutes.

Patsy Gresham, Quay County Treasurer, reported debit and credit card transactions can now be accepted in their office for payment of taxes. Payments can be made in person, online or over the phone. Gresham reported they have already processed numerous payments using this method.

Gresham reported the paperwork has been submitted to the Local Government Investment Pool. When she receives approval of the paperwork, funds can be transferred to the Investment Pool.

Lucas Bugg, Quay County Fire Marshall presented the following FY 2021 Fire Fund Protection Grant Applications for the following departments:

Quay Fire Department; Bard-Endee Fire Department; Conservancy District 1; Conservancy District 2; Conservancy District 3; Forrest Fire Department; Jordan Fire Department; Nara Visa Fire Department; Porter Fire Department; Quay County Fire Marshall Department.

A MOTION was made by Mike Cherry, SECONDED by Franklin McCasland to approve the Applications. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye" on all Departments except Rural 3, which she abstained from due to being a member of that Department. Copies are attached.

Quay County Finance Director, Cheryl Simpson, requested approval of the following items:

1. DWI Quarterly Distribution Report. This Report shows the funds of \$19,128.00 distributed during the Quarter. A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the Report. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".
2. FY 21 Office Rental Agreement between Quay County and the DWI Program at the rate of \$600.00 monthly. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Agreement. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".
3. Presented the Department of Finance Quarterly Report for approval. A MOTION was made Sue Dowell, SECONDED by Mike Cherry to approve the Report. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".
4. Requested approval of the Audit Contract between Quay County and Carr, Riggs & Ingram, LLC. The amount of the Contract is \$41,343.00. A MOTION was made by Mike Cherry, SECONDED by Sue

Dowell to approve the Contract. MOTION carried with Dowell voting “aye”, Cherry voting “aye” and McCasland voting aye”.

Copies of all four items presented by Simpson are attached to these minutes.

Larry Moore, Quay County Road Superintendent, gave the following report:

1. The CDBG Project on Quay Road AR will be complete this week. The crews are beginning to clean-up and prepare for sealing.
2. The Notice to Proceed and Draw Down paperwork has been submitted for the Route 66 Bridge Project and the Match Waiver paperwork is being issued today.
3. The Draw Downs for the CAP, Co-op and School Bus Projects have not been submitted. Letters are being sent today to the Transportation Department.
4. The crews are wrapping up the work on Quay Road BH. 5 miles is what is left to be completed. They will move to the School Bus Projects in the House area next.
5. Blade Reports were distributed and are attached to these minutes.

Commissioner Dowell thanked Moore for addressing the dust issues on Cherokee as the traffic was being detoured in front of those residences during the Quay Road AR closure. Moore stated they are continuing to run the water trucks a minimum of three times a day, and often more times.

Commissioner Dowell asked Moore to please stay on top of the request to address the safety issue on Highway 54 following approval of the Resolution asking the Transportation Department for their assistance. Dowell asked that Quay County stay vigilant regarding the problem.

Richard Primrose, Quay County Manager presented the following items for consideration and informational purposes:

1. The monthly Gross Receipts Tax Report was distributed.
2. Provided a copy of a letter from the US Department of the Interior regarding the Cannon Air Force Base using land in Section 16, Township 10, Range 31 for practice of take-off and landings of military aircraft.
3. Primrose stated the next meeting scheduled for May 11 will include a budget workshop.

A MOTION was made by Sue Dowell SECONDED by Mike Cherry to approve the expenditures included in the Accounts Payable Report ending April 23, 2020. MOTION carried with Dowell voting “aye”, Cherry voting “aye” and McCasland voting “aye”.

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

Commissioner Cherry thanked Lee Ward with Renewable Energy for teaming with Watson’s BBQ and feeding the 1st Responders and Healthcare Professionals.

Commissioner Dowell commended the citizens of Quay County, businesses, media, teachers and healthcare providers for their kindness and neighborly concern for everyone during this Health Crisis. Dowell said this is especially hard on families with loved ones in the hospitals who they can’t visit and those who have lost and can’t have a proper funeral.

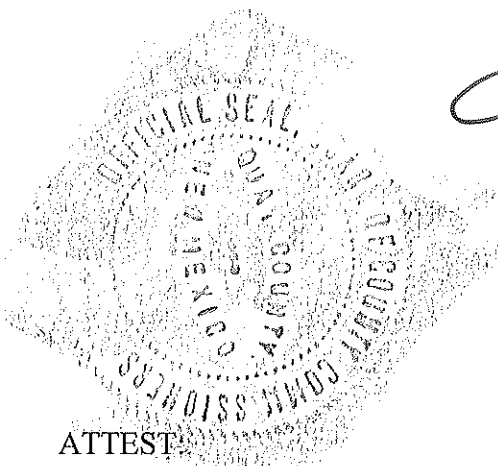
Dowell also stated the County Commissioners are constantly working diligently behind the scenes for the citizens of Quay County. If citizens have a concern about what is being done on their behalf, they should ask one of them instead of speaking negatively of them.


Ellen White, Quay County Clerk, reminded everyone the Courthouse would be open for Early Voting beginning May 5. White stated social distancing, sanitizing and protecting the staff will be top priority during this election.

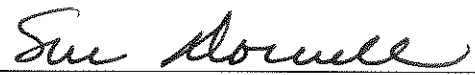
There being no further business, a MOTION was made by Mike Cherry SECONDED by Sue Dowell to adjourn. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". Time noted 10:15 a.m.

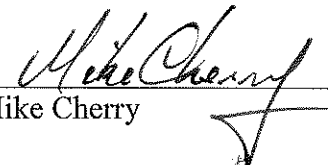
Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS




Franklin McCasland


Sue Dowell


Mike Cherry

ATTEST


Ellen L. White, County Clerk

**COUNTY OF QUAY
FISCAL YEAR 2019-2020
RESOLUTION NO. 45**

**A RESOLUTION REQUESTING THE GOVERNOR TO REOPEN
BUSINESSES, INCLUDING NON-PROFITS CLOSED BY EXECUTIVE
AND PUBLIC HEALTH ORDERS**

WHEREAS, on March 11, 2020, the Governor of New Mexico issued Executive Order 2020-04, in response to an outbreak of a novel coronavirus identified as COVID-19, declaring a state of public health emergency under the Public Health Emergency Response Act and invoking powers under the All Hazards Emergency Management Act and the Emergency Licensing Act; and

WHEREAS, on April 6, 2020, the Governor of New Mexico issued Executive Order 2020, which among other actions, extended the declaration of a public health emergency until May 1, 2020, unless rescinded or extended; *and*

WHEREAS, pursuant to the declaration of a public health emergency, the Secretary of the New Mexico Department of Health has issued several Public Health Emergency Orders, including the Order of March 23, 2020, in which the Secretary defined essential business and ordered that all “non-essential” businesses, including non-profits, reduce their in-person workforce by 100%; and

WHEREAS, on April 6, 2020, the Secretary amended the March 23, 2020 Order and ordered that all “non-essential” businesses, including non-profits, close “office spaces, retail spaces, or other public spaces” of the businesses; and

WHEREAS, small businesses have long been recognized as the backbone of not only New Mexico’s economy but also of our nation’s economy; and

WHEREAS, in rural areas small businesses, including non-profits, perform essential services, otherwise, unlike in urban areas, those businesses would not exist; and

WHEREAS, small businesses in rural areas have less foot traffic and can implement those virus mitigation practices ordered by the Secretary; and

WHEREAS, the blanket closure of small businesses deemed “non-essential” by the Order’s definition poses a significant threat to the ultimate survival of those businesses and to our County’s, as well as the State’s, economy; and

WHEREAS, data related to COVID-19 shows that the virus has impacted countries, states, political subdivisions, and geographical areas differently; and

WHEREAS, the modeling of the spread of COVID-19 has changed multiple times with almost all changes being a decrease in the number of expected infections and deaths; and

WHEREAS, there appears to be no plan by the State to reopen the economy in the near future; and

WHEREAS, there has been no public dissemination of information of what discussions or who is participating in discussions on how to reopen the State's economy.

NOW, THEREFORE, the Board of County Commissioners of Quay County, finds:

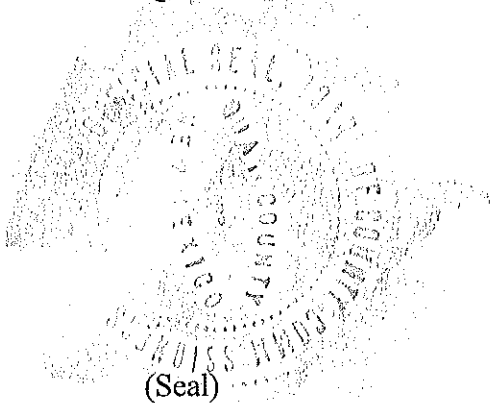
1. No one rule related to which businesses, including non-profits, may stay open is appropriate for every political subdivision or geographical area of New Mexico.
2. Small businesses, including non-profits, or those defined as "non-essential" can implement those same mitigating practices that are required of "essential" businesses.
3. If the State does not immediately allow these businesses to reopen, many of these businesses will never recover, and the economy of the County, as well as the State, will suffer.
4. The harm to the economy of the County, as well as the State, under the current blanket restrictions are as great as the threat posed by the virus.


NOW, THEREFORE, the Board of County Commissioners of Quay County recommends to the Governor and Department of Health Secretary as follows:

1. Allow those businesses, including non-profits, to reopen immediately that do not fall within the Secretary's definition of essential businesses and allow those businesses to implement those safeguards that have been imposed on essential businesses, as the Secretary indicated in her orders that "social distancing is the sole way New Mexicans can minimize the spread of COVID-19, and currently constitutes the most effective means of mitigating the potentially devastating impact" of the virus.
2. Develop rules and restrictions that recognize the different situations of political subdivisions and/or geographical areas.

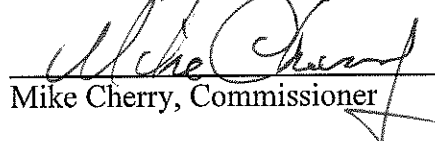
PASSED, APPROVED and ADOPTED on this 27th day of April, 2020, by the Quay County Board of County Commissioners in an open meeting in Tucumcari, New Mexico.

QUAY COUNTY BOARD OF COUNTY COMMISSIONERS




Franklin McCasland, Commissioner


Sue Dowell, Commissioner


Mike Cherry, Commissioner

Attest:


Ellen White, County Clerk

Clinic/Program Name: Quay County Family Health Center
Month Reported: March 2020

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**

UNM student nurse left his precepting early due to COVID outbreak.

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

COVID-19 has caused patients to cancel appointments. PMS recently implemented telephonic phone calls. We are calling any patients that have canceled these past months and trying to get them rescheduled via telephonic.

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

Encounters are below the monthly goal, this month due to cancellation of appointments

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

New MAII was hired on 3/30/20.

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

PMS website, Clinic Community Board and local Quay Co Jobs FB page.

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?**

- Quay Co Commissioner Meeting

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. Working towards doing telephonic visits for inmates as well.

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

Travel restrictions imposed on all PMS staff.

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

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

Meeting was held on March 17, 2020

Welcome and Introductions

Regional Goals

- Dental Access
- Behavioral Health services
- Advisory Board Members Engagement

Clinic Update

- Mock Audit Schedule
- Marketing Ideas
- Discussion of Regional Advisory future meeting dates
- Staff updates
- Community Outreach Updates
- COVID-19 precautions and plan of action for PMS

Home Visiting Update

- Enrolled Clients
- Outreach Events

RPHCA Program
Monthly Level of Operations Form

revised 7/7/15

Organization Name: Presbyterian Medical Services		Contract #	
Reporting Site: Quay County Family Health Center		Report Month/Year:	03/01/20
Action Plan Item		Actual Monthly Level	
Level of Operations	Total Number of Primary Care Encounters	354	
	By Provider Type:		
	Physician Encounters	5	
	Midlevel Practitioner Encounters	349	
	Dentist Encounters		
	Dental Hygienist Encounters		
	Behavioral Health Encounters		
	All Other Licensed/Certified Provider Encounters		
	By Payment Source:		
	Sliding Fee Encounters - Medical/Behavioral Health	38	
	Sliding Fee Encounters - Dental		
	Medicaid Encounters - Medical/Behavioral Health	111	
	Medicaid Encounters - Dental		
	County Indigent Encounters		
	Other 3 rd Party Encounters	88	
Medicare Encounters	113		
100% Self Pay (non-discounted/non-3 rd party) Encounters	4		
Unduplicated Number of Users	Total # of unduplicated users	64	
	At or Below Poverty	37	
	Between Poverty and 200% of Poverty	22	
	Above 200% of Poverty	5	
Staffing Level	Administrative Staff	3	
		Clinical FTEs	Admin FTEs
	Physicians	0.05	
	Certified Nurse Practitioners	2	
	Physician Assistants		
	Certified Nurse Midwives		
	Dentists		
	Dental Hygienists		
	Behavioral Health Professionals		
	Community Health Workers		
	Clinical Support Staff	1	
All Other Staff	0.5		
Prior Month's Primary Care Financial Information	Please enter the month being reported: June		
	Total Primary Care Revenues - all sources	58,385	
	Sliding Fee Revenues - Medical	2,696	
	Sliding Fee Revenues - Dental	0	
	Medicaid Revenues - Medical	19,495	
	Medicaid Revenues - Dental	0	
	County Indigent Fund Revenues	0	
	Other 3 rd Party Revenues	101	
	Medicare Revenues	12,803	
	100% Self Pay (non-discounted/non-3 rd party) Patient Revenues	142	
	Contracts/Grants Revenues (including RPHCA)	23,148	
	Total Primary Care Expenditures	71,764	
	Total Primary Care Charges	71,369	
	Sliding Fee Discounts - Medical	9,882	
Sliding Fee Discounts - Dental	0		
Prepared by: C Renee Hayoz		4/7/2020	

QUAY COUNTY DWI PROGRAM

STATISTICS

3rd Quarter Report

January 2020 thru March 2020

Total Number of Arrests: 15

DWI 1st: 13

DWI 2nd: 1

DWI 3rd: 1

DWI 4th: 0

DWI 5th or Subsequent: 0

Aggravated DWIs: 8

Average BAC: .11

Minimum: .16

Maximum: .26

Blood Draws: 4

Refusals: 7

Average Age: 31

Youngest: 20

Oldest: 57

Sex of Offenders

Male: 11

Female: 4

Accidents: 4

Fatalities: 0

Arrests by Agency:

New Mexico State Police: 7

Tucumcari Police Department: 5

Quay County Sheriff's Department: 1

Logan Police Department: 2

Ute Lake State Park: 0

Monthly Arrests

January: 4

February: 8

March: 3

FROM FINAL COURT DATES:

Number of Cases Completed: 10

Number of Convictions/Pleas: 8

Number of Dismissals: 2

Number of Offenders Placed on DWI Compliance: 8

DWI 1st: 6

DWI 2nd: 1

DWI 3rd: 1

DWI 4th: 0

DWI 5th of Subsequent: 0

Number of Offenders who Successfully Completed DWI Compliance: 6

Number of Offenders who Unsuccessfully Completed DWI Compliance: 0

Number of Community Service Hours Ordered: 288

Number of DWI Offenders Being Supervised: 19

Number of Misdemeanor Offenders Being Supervised: 31

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY ADMINISTRATIVE FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

NAME OF COUNTY: Quay

ADDRESS OF APPROVED FIRE ADMINISTRATION BUILDING:

PO Box 1246, Tucumcari, NM 88401

ISO FUNDING CLASSIFICATION: 8

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 34,283.09

10.25.10.9 ACCUMULATION OF FUNDS:

- A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.
- B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.
- C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 20,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months

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

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

Please insure that all certified Fire Departments in your County have properly provided one primary NFIRS user, and one secondary user if available, along with contact information, as required on each fire departments' Fire Protection Fund application.

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

Signed and submitted on this 27 day of April, 2020.

Franklin McCasland

Printed Name

Franklin McCasland

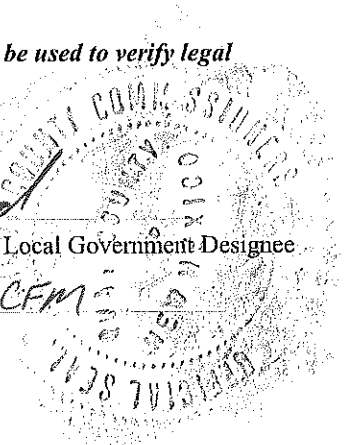
Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg

Fire Chief Printed Name

Lucas H. Bugg QCFM

Signature of Fire Chief



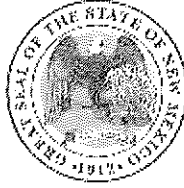
NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

FIRE DEPARTMENT **Bard-Endee**

COUNTY: **Quay**

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

ISO CLASSIFICATION: **8**

Approved number of Sub Stations is 1

Sub-Station 1 794 SH392

Approved number of Main Stations is 2

Station #2 1097 Route 66/CR 93

Same As Above

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ **49,191.47**

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ **24,000.00**. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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

Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

Name: _____ Email: _____ Phone: _____
1 Donald Adams bardendee@yahoo.com (575) 403-7911
2. _____

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

Signed and submitted on this 27 day of April 2020.

Franklin McCasland

Printed Name

Franklin McCasland

/S

Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg

Printed Name

Lucas H. Bugg ACFM

/S

Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

FIRE DEPARTMENT Conservancy #1 COUNTY: Quay

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

ISO CLASSIFICATION: 5

Approved number of Sub Stations is 1

Rural FD District #1 Quay Rd. AR NM

Approved number of Main Stations is 1

Conservancy #1 1002 S. Camino Del Coro NM

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 31,283.15

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 20,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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

Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>
1. Michelle Jaynes	Michelle.jaynes5@gmail.com	(575) 815-9015
2. Lucas Bugg	Lbugg114@gmail.com	(575) 403-6479

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

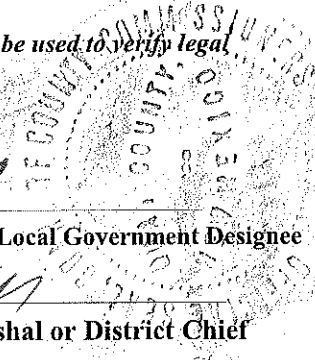
Signed and submitted on this 27 day of April 2020.

Franklin McCasland
Printed Name

Franklin McCasland
Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg
Printed Name

Lucas H. Bugg
Signature of County Fire Chief / Fire Marshal or District Chief



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

FIRE DEPARTMENT Conservancy #2 COUNTY: Quay

FIRE DEPARTMENT ADDRESS: 2599 Quay Rd. 51, Grady, NM 88120

ISO CLASSIFICATION: 9

Approved number of Sub Stations is 1

Rural FD District #2	Tucumcari	NM	88401
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Approved number of Main Stations is 1

Lesbia Rural Fire Dept. D 3303 Hwy 278	Tucumcari	NM	88401
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If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 69,135.31

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 55,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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

Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>
<u>1 Michelle Farrow</u>	<u>silverfite@gmail.com</u>	<u>(432) 559-3430</u>
<u>2.</u>		

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

Signed and submitted on this 27 day of April 2020.

Franklin McCasland
Printed Name

Franklin McCasland
Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg
Printed Name

Lucas H. Bugg
Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
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DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

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

Approved number of Sub Stations is 1

Conservancy Fire District 3400 Quay Rd 72 Tucumcari NM 88401

Approved number of Main Stations is 1

Same As Above

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 224,675.46

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 218,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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

Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

Name: _____ Email: _____ Phone: _____

¹ Beverly Choute rural3@plateautel.net (575) 403-8017

2. _____

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

Signed and submitted on this 27 day of April 2020.

Franklin McCasland

Printed Name

Franklin McCasland

Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg

Printed Name

Lucas H. Bugg

Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year.
The application is due in the State Fire Marshal Division on or before April 30, 2020.

FIRE DEPARTMENT Forrest

COUNTY: Quay

FIRE DEPARTMENT ADDRESS: 3298 Quay Road 37, Melrose, NM 88124

ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0

0 Sub Stations

Approved number of Main Stations is 1

Same As Above

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 60,550.46

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 55,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>
<u>1 Joe Lavender</u>	<u>joegl387@gmail.com</u>	<u>(575) 799-4879</u>
<u>2 Denese Runyan</u>	<u>drunyan@plateautel.net</u>	<u>(575) 799-0901</u>

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

Signed and submitted on this 27 day of April 2020.

Franklin McCasland
Printed Name

Franklin McCasland
Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg
Printed Name

Lucas H. Bugg QCFM
Signature of County Fire Chief / Fire Marshal or District Chief



Working for You!

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

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

Approved number of Sub Stations is 2

McAlister	3229 State Hwy 252	NM
Ima	3699 Quay Rd BH	NM

Approved number of Main Stations is 1

Jordan	5613 State Hwy 156	McAlister	NM	88427
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Approved number of s is 0

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: **\$298,043.14**

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount **\$292,000.00**. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>
<u>1 Denese Runyan</u>	<u>drunyan@plateau.net</u>	<u>(575) 799-0901</u>
<u>2.</u>		

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

Signed and submitted on this 27 day of April 2020.

Franklin McCasland
Printed Name

Franklin McCasland
Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg
Printed Name

Lucas H. Bugg
Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year.
The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

FIRE DEPARTMENT Nara Visa

COUNTY: Quay

FIRE DEPARTMENT ADDRESS: 380 Bell St., Nara Visa, NM 88430

ISO CLASSIFICATION: 9

Approved number of Sub Stations is 0

0 Sub Stations

Approved number of Main Stations is 1

Same As Above

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 117,733.76

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year, only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 113,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>
1 GARY GERAD	texas.54402@gmail.com	(575) 403-7125
2. lucas Bugg	lucas.bugg@quaycounty-nm.gov	(575) 403-6479

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

Signed and submitted on this 27 day of April 2020.

Franklin McCasland
Printed Name

Franklin McCasland
/S Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg
Printed Name

Lucas H. Bugg
/S Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

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DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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

STATE FIRE MARSHAL DIVISION

John Kondratick
Interim State Fire Marshal
Phone (505) 470-1044
Fax (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year. The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

FIRE DEPARTMENT **Porter**

COUNTY: **Quay**

FIRE DEPARTMENT ADDRESS: **PO Box 91, San Jon, NM 88434**

ISO CLASSIFICATION: **9**

Approved number of Sub Stations is 0

0 Sub-Stations

Approved number of Main Stations is 1

Same As Above

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 82,707.63

10.25.10.9 ACCUMULATION OF FUNDS:

A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.

B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.

C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year; only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 78,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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

Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

Name: _____ Email: _____ Phone: _____

1. Austin Gibson austingibson199008@yahoo.com (575) 403-5081

2. _____

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

Signed and submitted on this 27 day of April, 2020.

Franklin McCasland

Printed Name

Franklin McCasland

/S

Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg

Printed Name

Lucas H. Bugg OCFM

/S

Signature of County Fire Chief / Fire Marshal or District Chief

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 CYNTHIA B. HALL
DISTRICT 2 JEFFERSON L. BYRD, VICE CHAIR
DISTRICT 3 VALERIE ESPINOZA
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 STEPHEN FISCHMANN

INTERIM CHIEF OF STAFF

Jason N. Montoya, P.E.



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1120 Paseo de Peralta
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STATE FIRE MARSHAL DIVISION

John Kondratick
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Phone (505) 470-1044
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NEW MEXICO STATE FIRE MARSHAL DIVISION

FISCAL YEAR 2021 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2021 fiscal year.
The application is due in the State Fire Marshal Division **on or before April 30, 2020.**

FIRE DEPARTMENT Quay COUNTY: Quay

FIRE DEPARTMENT ADDRESS: 4314 Quay Road 42, Tucumcari, NM 88401

ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0

0 Sub-Stations

Approved number of Main Stations is 1

Same As Above

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

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

Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 107,317.44

10.25.10.9 ACCUMULATION OF FUNDS:

- A. FPF funds cannot be accumulated when the money is not required to accomplish the purpose of the Fire Protection Fund Act or any associated rules promulgated by the fire marshal.
- B. FPF funds may be rolled over to subsequent fiscal years for the purpose of accumulating money to procure items or services for use in the operation, maintenance and betterment of the fire department. A request for authorization to rollover and accumulate FPF funds shall accompany the application to participate in distribution. The request must include a detailed description of the intended use of the accumulated money.
- C. If the item to be purchased requires rollover and accumulation of FPF funds for more than one-year, only one request and subsequent authorization to accumulate funds is needed. If the item to be purchased changes, a new request for authorization to rollover and accumulate FPF funds shall be submitted to the fire marshal.

Provide anticipated rollover amount \$ 102,000.00. Funding Requirement: Include a detailed description of the proposed project requiring the need, for the accumulation of funds: (Attach Proposed Project Request)

An Official written request for final authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 31, 2020. The Official request shall identify the final intended purpose and exact amount of money to be rolled over into the FY 2021 balance.

The Fire Service Support Bureau of the State Fire Marshal Division continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10.25.10 "The Fire Protection Fund."

State Law, NMSA 10.25.10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

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

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

Please provide updated contact information for a minimum of one primary user, and one secondary user if available, of the NFIRS program for your department. (Please print legible)

<i>Name:</i>	<i>Email:</i>	<i>Phone:</i>
<u>1 Paula O'Steen</u>	<u>osteemp2000@yahoo.com</u>	<u>(575) 799-7961</u>
<u>2.</u>		

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

Signed and submitted on this 27 day of April 2020.

Franklin McCasland
Printed Name

Franklin McCasland
Signature of Commission Chair or Authorized Local Government Designee

Lucas H. Bugg
Printed Name

Lucas H. Bugg DCFM
Signature of County Fire Chief / Fire Marshal or District Chief

Local DWI Distribution Program

Financial Status Report

Exhibit F

I. A. Program Name Quay County B. Address: PO Box 1246 Tucuman, NM 88401 C. Telephone No.: 575-461-2112 D. Distribution No.: 20-D-D-21		II. Distribution Received: A. September: 24,560.00 B. December: 28,718.00 C. March: 30,157.00 D. June: 0.00 E. Total Year To Date: 83,435.00		III. Distribution Balance: A. Distribution Year To Date: \$83,435.00 B. Expenditures Year To Date: \$53,631.25 C. Expenditures This Quarter: \$19,128.31 D. Distribution Balance: \$29,803.75 IV. Report Period Ending: 31-Mar-20	
Budget Line Items		Distribution		In-Kind Match	
Approved Budget	Expenditures This Report	Remaining Budget	Approved Budget	Expenditures This Report	Remaining Budget
ADMINISTRATIVE*					
Personnel Services			5,900.00	1,649.05	877.85
Employee Benefits			2,100.00	244.13	1,367.61
PROGRAM					
Personnel Services	13,330.80	24,542.73	0.00	0.00	0.00
Employee Benefits	11,842.00	4,276.94	0.00	0.00	0.00
Travel (In-State)	3,500.00	2,330.57	1,500.00	0.00	1,500.00
Travel (Out-of-State)	0.00	0.00	0.00	0.00	0.00
Supplies	1,987.00	1,181.28	2,300.00	0.00	1,913.70
Operating Costs	15,573.00	2,897.80	14,000.00	1,587.37	8,766.87
Contractual Services	0.00	0.00	0.00	0.00	0.00
Minor Equipment	0.00	0.00	0.00	0.00	0.00
Capital Purchases	0.00	0.00	0.00	0.00	0.00
TOTALS	92,698.00	19,128.31	25,800.00	3,480.55	14,426.03
YTD 53,631.25		YTD 11,373.97			

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.

Cheryl Simpson Finance Director
 Program/Fiscal Officer (Printed Name and Title)

Cheryl Simpson 4/10/2020
 Program/Fiscal Officer (Signature) Date

Andrea Shafer DWI Coordinator
 Program Representative (Printed Name and Title)

Andrea Shafer 4-14-2020
 Program Representative (Signature) Date

(CFA/Local Government Division Use Only)

Local Government Division Fiscal Officer Date

Local Government Division Project Representative Date

LOCAL DWI DISTRIBUTION PROGRAM
Distribution Program Financial Status Report
Breakdown By Component

Exhibit F (1)
0

Program: Quay County
Dist No.: 20-D-D-21
Report No. 3

Total Distribution Reported This Quarter
Total In-Kind Match This Quarter
Total Expenditures Reported This Quarter

19,128.31
3,480.55
22,608.86

Distribution:

	Budget	This Report	Remaining Budget	Expenditures YTD
Prevention	21,746.00		20,935.28	810.72
Enforcement	0.00		0.00	0.00
Screening	0.00		0.00	0.00
Domestic Violence	0.00		0.00	0.00
Treatment:Outpatient/Jailbased	0.00		0.00	0.00
Compliance Monitoring/Tracking	40,463.00	10,250.74	10,866.19	29,586.81
Coor, Plan & Eval	30,499.00	8,877.57	7,265.28	23,233.72
Alternative Sentencing	0.00		0.00	0.00
Totals:	92,698.00	19,128.31	39,066.75	53,631.25

In-Kind Match:

	Budget	This Report	Remaining Budget	Expenditures YTD	Additional In-Kind/Match
Prevention	0.00		0.00	0.00	
Enforcement	0.00		0.00	0.00	
Screening	1,500.00		1,050.00	450.00	
Domestic Violence	0.00		0.00	0.00	
Treatment:Outpatient/Jailbased	0.00		0.00	0.00	
Compliance Monitoring/Tracking	24,300.00	3,480.55	13,376.03	10,923.97	
Coor, Plan & Eval	0.00		0.00	0.00	
Alternative Sentencing	0.00		0.00	0.00	
Totals:	25,800.00	3,480.55	14,425.03	11,373.97	0.00

Checks:
22,608.86
65,005.22

Total Expenditures This Reimbursement:
Total Expenditures Year to Date:
Total Additional In-Kind Match Year to Date:

22,608.86
65,005.22
0.00

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

Cheryl Simpson Finance Director 4/10/2020
Program Representative (Signature) Title Date

Exhibit G - DistributionDetailed Breakdown By Line Item
LOCAL DWI PROGRAM

County/ Municipality: Quay County
 Distribution No.: 20-D-D-21
 Quarter Report No.: 3

Total Distribution This Quarter: 19,128.31
 Total In-Kind Match This Quarter: 3,480.55
 Total Expenditures Reported This Quarter: 22,608.86

Distribution Expenditures:**ADMINISTRATIVE***Administrative expenses are not allowed.***PROGRAM****Personnel Services**

Pav Period	Name	Job Title	Document Identifier	Amount	Component
12/22/2019-1/4/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	945.00	Coordinator
1/5-18/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	1,260.00	Coordinator
1/19-2/1/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	1,260.00	Coordinator
2/2-15/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	1,260.00	Coordinator
2/16-29/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	1,260.00	Coordinator
3/1-14/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	1,260.00	Coordinator
12/22/2019-1/4/2020	Richard Marano	DWI Compliance	Direct Deposit	793.80	Compliance
1/5-18/2020	Richard Marano	DWI Compliance	Direct Deposit	1,058.40	Compliance
1/19-2/1/2020	Richard Marano	DWI Compliance	Direct Deposit	1,058.40	Compliance
2/2-15/2020	Richard Marano	DWI Compliance	Direct Deposit	1,058.40	Compliance
2/16-29/2020	Richard Marano	DWI Compliance	Direct Deposit	1,058.40	Compliance
3/1-14/2020	Richard Marano	DWI Compliance	Direct Deposit	1,058.40	Compliance
Total Personnel Services:				13,330.80	

Employee Benefits

Pav Period	Name	Job Title	Document Identifier	Description	Amount	Component
12/22/2019-1/4/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	1/9/2020	166.56	Coordinator
1/5-18/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	1/23/2020	222.08	Coordinator
1/19-2/1/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	2/6/2020	222.08	Coordinator

Exhibit G - Distribution

2/2-15/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	2/20/2020	222.08	Coordinator
2/16-29/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	3/5/2020	222.08	Coordinator
3/1-14/2020	Andrea Shafer	DWI Coordinator	Direct Deposit	3/19/2020	224.38	Coordinator
12/22/2019-1/4/2020	Richard Marano	DWI Compliance	Direct Deposit	1/9/2020	140.18	Compliance
1/5-18/2020	Richard Marano	DWI Compliance	Direct Deposit	1/23/2020	186.90	Compliance
1/19-21/2020	Richard Marano	DWI Compliance	Direct Deposit	2/6/2020	186.90	Compliance
2/2-15/2020	Richard Marano	DWI Compliance	Direct Deposit	2/20/2020	186.90	Compliance
2/16-29/2020	Richard Marano	DWI Compliance	Direct Deposit	3/5/2020	186.90	Compliance
3/1-14/2020	Richard Marano	DWI Compliance	Direct Deposit	3/19/2020	189.20	Compliance
Total Employee Benefits:					2,356.24	

Travel (In-State)						
Date of Travel & Location	Traveler's Name	Purpose of Travel	Check Date	Document Identifier	Amount	Component
3/6/2020	Richard L. Marano	Deliver FY21 DWI Application	3/11/2020	Ref. 239, Ck 40405	167.66	Compliance
1/21-23/2020	Andrea Shafer	NMC Legislative Conference	2/20/2020	Ref. 504-507 CK 40254	109.33	Coordinator
1/31/2020	Andrea Shafer	DWI Council Meeting	2/20/2020	Ref. 503 CK 40254	18.98	Coordinator
1/6/2020	Andrea Shafer	NMC Leg. Conf. Registration	1/9/2020	Ref 167 CK 39996	225.00	Coordinator
Total Travel (In-State):					520.97	

Travel (Out-of-State)		Purpose of Travel		Check Date	Document Identifier	Amount	Component
Total Travel (Out-of-State):					0.00		

Supplies (*List Prevention Giveaways/Promotional Items separately below)						
Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component Compliance
2/28/2020	SPC Office Products	Business Cards - Marano	3/5/2020	Ref 86 Check 40379	22.50	

*Prevention Giveaways/Promotional Items		Description		Check Date	Document Identifier	Amount	Component
Total Supplies:					22.50		

Operating Costs		Description		Check Date	Document Identifier	Amount	Component
Date(s) Incurred	Vendor						

Exhibit G - Distribution

12/31/2019	Visual Edge dba Benchmark	Copier Lease	1/9/2020	Ref 356 CK 40026	7.26	Compliance
2/29/2020	Benchmark Bus. Solutions	Copier Lease	3/5/2020	Ref 120 CK 40386	46.75	Compliance
1/31/2020	Benchmark Bus. Solutions	Copier Lease	2/6/2020	Ref 108 CK 40136	34.94	Compliance
10/31/2019	Benchmark Bus. Solutions	Copier Lease	2/20/2020	Ref 306 CK 40246	52.34	Compliance
1/18/2020	Xerox Corp	Copier Lease	2/1/2020	Ref 97 CK 40193	121.11	Compliance
1/29/2020	MailFinance	Postage Meter Lease	2/6/2020	Ref 128 CK 40158	59.51	Compliance
1/2/2020	Quay County Treasurer	Office Lease	1/9/2020	Ref 230 CK 40003	600.00	Compliance
2/3/2020	Quay County Treasurer	Office Lease	2/20/2020	Ref 269 CK 40289	600.00	Compliance
3/3/2020	Quay County Treasurer	Office Lease	3/23/2020	Ref 221 CK 40467	600.00	Compliance
1/6/2020	Xcel Energy	Electricity	1/17/2020	Ref 443 CK 40037	77.64	Compliance
2/4/2020	Xcel Energy	Electricity	2/10/2020	Ref 265 CK 40202	67.56	Compliance
3/6/2020	Xcel Energy	Electricity	3/19/2020	Ref 338 CK 40427	68.69	Compliance
2/12/2020	NM Gas Company	Heating & Gas	2/20/2020	Ref 445 CK 40236	144.49	Compliance
3/12/2020	NM Gas Company	Heating & Gas	3/23/2020	Ref 513 CK 40489	72.00	Compliance
12/26/2019	City of Tucumcari	Water	1/2/2020	Ref 25 CK 39917	141.07	Compliance
1/22/2020	City of Tucumcari	Water	2/6/2020	Ref 634 CK 40122	102.22	Compliance
2/25/2020	City of Tucumcari	Water	3/5/2020	Ref 22 CK 40327	102.22	Compliance
Total Operating Costs:					2,897.80	

Contractual Services

Date(s) Incurred	Vendor / Contractor	Description	Check Date	Document Identifier	Amount	Component
Total Contractual Services:					0.00	

Minor Equipment

Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
Total Minor Equipment:					0.00	

Capital Purchases

Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
Total Capital Purchases:					0.00	

Total Distribution Expenditures for the Quarter:

19,128.31

Check: 19128.31

Exhibit G - Distribution

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. 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

Program Representative (Signature)

Finance Director

Title

4/10/2020

Date

Exhibit G - Distribution In-Kind Match

Detailed Breakdown By Line Item
LOCAL DWI PROGRAM

County/ Municipality: Quay County
Distribution No.: 20-D-D-21
Quarter Report No.: 3

Total Distribution This Quarter: 19,128.31
Total In-Kind Match This Quarter: 3,480.55
Total Expenditures Reported This Quarter: 22,608.86

In-Kind Match Expenditures:

ADMINISTRATIVE

Personnel Services

Pav Period	Name	Job Title	Document Identifier	Description	Amount	Component
Jan, Feb, Mar	Cheryl Simpson	Finance Director		DWI 45 hrs @19.85	893.25	Compliance
Jan, Feb, Mar	Sheryl Chambers	Bookkeeping		DWI 30 hrs @ 16.86	505.80	Compliance
Jan, Feb, Mar	Council Meetings	10 Voting Members		10 members @ \$25	250.00	Compliance
Total Personnel Services:					1,649.05	

Employee Benefits

Pav Period	Name	Job Title	Document Identifier	Description	Amount	Component
Oct, Nov, Dec	Cheryl Simpson	Finance Director		Wages @ 17.45%	155.87	Compliance
Oct, Nov, Dec	Sheryl Chambers	Bookkeeping		Wages @ 17.45%	88.26	Compliance
Total Employee Benefits:					244.13	

PROGRAM

Personnel Services

Pav Period	Name	Job Title	Document Identifier	Amount	Component
Total Personnel Services:				0.00	

Employee Benefits

Pav Period	Name	Job Title	Document Identifier	Description	Amount	Component
Total Employee Benefits:					0.00	

Travel (In-State)

Exhibit G - Distribution In-Kind Match

Date of Travel & Location	Traveler's Name	Purpose of Travel	Check Date	Document Identifier	Amount	Component
Total Travel (In-State):					0.00	

Travel (Out-of-State)						
Date of Travel & Location	Traveler's Name	Purpose of Travel	Check Date	Document Identifier	Amount	Component
Total Travel (Out-of-State):					0.00	

Supplies						
Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
Total Supplies:					0.00	

Operating Costs						
Date(s) Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
12/26/2019	AT&T Mobility	Cellphone Service	1/9/2020	Ref 5 CK 39944	86.44	Compliance
1/1/2020	Plateau	Fax & Internet Service	1/9/2020	Ref 304 CK 39948	434.87	Compliance
1/26/2020	AT&T Mobility	Cellphone Service	2/6/2020	Ref 8 CK 40134	85.82	Compliance
2/1/2020	Plateau	Fax & Internet Service	2/6/2020	Ref 130 CK 40168	434.80	Compliance
2/18/2020	AT&T Mobility	Cellphone Service	3/5/2020	Ref 4 CK 40336	85.82	Compliance
3/4/2020	Plateau	Fax & Internet Service	3/5/2020	Ref 131 CK 40367	434.62	Compliance
12/31/2019	Lou's Clinical Lab	U/A Testing	1/24/2020	Ref 453 CK 40073	25.00	Compliance

Total Operating Costs:					1,587.37	
------------------------	--	--	--	--	----------	--

Contractual Services						
Date(s) Incurred	Vendor / Contractor	Description	Check Date	Document Identifier	Amount	Component
Total Contractual Services:					0.00	

Minor Equipment						
Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
Total Minor Equipment:					0.00	

Capital Purchases						
Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
Total Capital Purchases:					0.00	

3,480.55

Total In-Kind Match: Check: 3480.55

Exhibit G - Distribution In-Kind Match

Additional In-Kind Match	Total Amount	Fee Amount & Source	Additional Sources
Prevention			
Enforcement			
Screening			
Domestic Violence			
Treatment: Outpatient/Jail based			
Compliance Monitoring/Tracking			
Coordination, Planning, & Evaluation			
Alternative Sentencing			
Total	\$ -		

Fees Collected Summary	Amount of all fees collected this reporting period	Amount of all fees spent this reporting period
Prevention		
Enforcement		
Screening	\$ 350.00	\$ -
Domestic Violence		
Treatment: Outpatient/Jail based		
Compliance Monitoring/Tracking	\$ 2,791.00	\$ 1,587.37
Coordination, Planning, & Evaluation		
Alternative Sentencing		
Total	\$ 3,141.00	\$ 1,587.37

FY20 Beginning Fee Balance (Must Match Treasurer's Report/ Backup)	To Be Completed First Quarter
Prevention	
Enforcement	
Screening	
Domestic Violence	
Treatment: Outpatient/Jail based	
Compliance Monitoring/Tracking	
Coordination, Planning, & Evaluation	
Alternative Sentencing	
Total	\$ -

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. 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
Program Representative (Signature)

Finance Director
Title

4/10/2020
Date

RENTAL AGREEMENT

1. Parties

The parties to this agreement are Quay County, hereinafter called "landlord", and Quay County DWI Program, hereinafter called "tenant."

2. Property

Landlord hereby lets the following property to tenant for the term of this agreement:

(a) the real property known as:

113 E. Main Street described as: Lot 17, Block 34 of Tucumcari OT Subdivision

And (b) the following furniture and appliances on said property:

3. Term

This agreement shall run from month-to-month, beginning on: July 1, 2020 until June 30, 2021.

This agreement will automatically renew contingent upon Quay County receiving DWI Distribution Funds or unless one of the parties hereto notifies the other of its termination. Either party to this agreement may cancel the agreement by written notice to the appropriate party representatives no later than 30 days prior to the actual cancellation.

4. Rent

The monthly rental for said property shall be \$ 600.00, due and payable by check by the 1st day of each month.

5. Utilities

Tenant agrees to furnish the following services and/or utilities: (X) electricity, (X) gas, (X) garbage collection, (X) trash removal, and (X) water.

6. Deposits

Tenant will pay the following deposits and/or fees:

No deposit required

To _____

This amount will be refunded within three weeks following the termination of the tenancy; unpaid rent, charges for damages beyond normal wear and tear, and costs for reasonable cleaning may be deducted.

In addition, it is agreed:

7. Tenant shall not lease, sublease or assign the premises without the prior written consent of the landlord (but this consent shall not be withheld unreasonably).
8. Landlord may enter the premises at reasonable times for the purpose of inspection, maintenance or repair, and show the premises to buyers or prospective tenants.


9. Tenant agrees to occupy the premises and shall keep the same in good condition, reasonable wear and tear excepted, and shall not make any alterations thereon without the written consent of the landlord.
10. Landlord agrees to maintain regularly the building and grounds in a clean, orderly and neat manner. Landlord further agrees upon notice by Tenant to complete within a reasonable time all necessary repairs, including those of appliances and utilities, which are furnished with the premises.
11. Tenant agrees not to use the premises in such a manner as to disturb the peace and quiet of other tenants in the building. Tenant further agrees not to maintain a public nuisance and not conduct business or commercial activities on the premises.
12. Tenant shall, upon termination of this agreement, vacated and return dwelling in the same condition that it was received, less reasonable wear and tear, and other damages beyond the Tenant's control.
13. In a dispute between Landlord and Tenant which gives rise to any action in court, the losing party will pay the court costs and reasonable attorney fees of the successful party.

We, the undersigned, agree to this Rental Agreement on this 27th day of April, 2020:

Landlord: Quay County Commission


Franklin McCasland, Chairman

4-27-2020
Date


Sue Dowell, Member

4-27-2020
Date


Mike Cherry, Member

4-27-2020
Date

Attested by:


Ellen White, County Clerk

4-27-2020
Date

Tenant: Quay County DWI Program

Andrea Shafer, Coordinator

Date

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

Report Recap - Fiscal Year 2019-2020 - Quay County - FY2020 Q3

Printed from LGBMS on 2020-04-22 08:42:01

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Adjustments	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	871,381.00	0.00	3,060,071.87	-1,113,057.00	1,894,791.63	3,035.69	926,639.93	473,697.91	452,942.02
20200 Environmental	49,141.00	0.00	30,289.42	0.00	865.61	0.00	78,564.81	0.00	78,564.81
20300 County Property Valuation	105,965.00	0.00	49,324.63	0.00	11,214.08	0.00	144,075.55	0.00	144,075.55
20400 County Road	774,415.00	0.00	466,514.56	37,128.17	1,144,689.33	4,342.85	137,711.25	95,390.78	42,320.47
20600 Emergency Medical Services	457.00	0.00	26,044.00	0.00	9,962.82	133.40	16,671.58	0.00	16,671.58
20800 Farm & Range	308.00	0.00	85.57	0.00	0.00	0.00	393.57	0.00	393.57
20900 Fire Protection	1,404,913.00	0.00	1,096,255.27	-176,645.00	1,250,360.78	759.34	1,074,921.83	0.00	1,074,921.83
21100 Law Enforcement Protection	0.00	0.00	24,200.00	0.00	24,200.00	0.00	0.00	0.00	0.00
21800 Intergovernmental Grants	14,463.00	0.00	9,169.14	29,493.00	25,815.07	48.09	27,358.16	0.00	27,358.16
22000 Indigent Fund	332,205.00	0.00	250,781.53	0.00	169,534.81	0.00	413,451.72	0.00	413,451.72
22100 Hospital Gross Receipts Tax	1,094,109.00	0.00	1,058,523.49	-147,817.02	843,434.06	101.13	1,161,482.54	0.00	1,161,482.54
22300 DWI Fund	9,648.00	0.00	94,449.21	0.00	67,101.19	0.00	36,996.02	0.00	36,996.02
22500 Clerks Recording & Filing Fund	27,885.00	0.00	8,668.32	0.00	0.00	0.00	36,553.32	0.00	36,553.32
22600 Jail - Detention	97,968.00	0.00	392,356.64	935,000.00	1,138,738.26	1,559.17	288,145.55	0.00	288,145.55
22700 County Emergency Communications and Medical & Behavioral Health GRT	625,806.00	0.00	369,954.48	0.00	539,550.43	151.24	456,361.29	0.00	456,361.29
29900 Other Special Revenue	428,662.00	0.00	125,925.17	114,067.02	231,039.25	0.00	437,614.94	0.00	437,614.94
30200 CDBG (HUD) Project	30,617.00	0.00	57,091.98	0.00	25,426.60	0.00	62,282.38	0.00	62,282.38
30300 State Legislative Appropriation Project	0.00	0.00	182,179.26	0.00	182,179.26	0.00	0.00	0.00	0.00

30400 Road/Street Projects	389,434.00	0.00	3,082,374.28	0.00	0.00	0.00	3,471,808.28	0.00	3,471,808.28
30600 NMFA Project	0.00	0.00	0.00	0.00	48,540.66	48,540.66	0.00	0.00	0.00
39900 Other Capital Projects	1,864,277.00	0.00	5,522.11	0.00	54,502.09	-48,540.66	1,766,756.36	0.00	1,766,756.36
40400 NMFA Loan Debt Service	152,528.00	0.00	162,758.13	321,830.83	504,355.86	0.00	132,761.10	0.00	132,761.10
Totals	8,274,182.00	0.00	10,552,539.06	0.00	8,166,301.79	10,130.91	10,670,550.18	569,088.69	10,101,461.49

QUAY COUNTY
FISCAL YEAR: 2019-20
REPORT PERIOD: 03/20

FUND NUMBER AND TITLE	BEGINNING CASH BALANCE	REVENUES	TRANSFERS	EXPENDITURES	CHANGE IN BALANCE SHEET	ENDING CASH BALANCE
401 GENERAL FUND	871,381.24	3,060,071.87	(1,113,057.00)	1,894,791.63	3,036.69	926,640.17
402 ROAD FUND	774,415.38	466,514.56	37,128.17	1,144,689.33	4,342.85	137,711.63
403 FARM & RANGE FUND	307.87	85.67	.00	.00	.00	393.44
406 HEALTH CARE ASSISTANCE FUND	332,205.34	250,781.53	.00	169,534.81	.00	413,452.06
407 FIRE DISTRICT NO 1 FUND	162,523.91	104,403.22	(24,792.00)	210,954.25	102.27	31,283.15
408 FIRE DISTRICT NO 2 FUND	159,377.55	215,874.42	(8,180.00)	297,936.66	.00	69,135.31
409 FIRE DISTRICT NO 3 FUND	203,846.79	69,656.90	(18,600.00)	30,276.30	48.07	224,675.46
410 NARA VISA FIRE FUND	95,773.24	49,436.06	(13,280.00)	14,317.10	101.56	117,733.76
411 FORREST FIRE FUND	41,146.23	65,448.77	(20,548.00)	25,588.02	91.48	60,550.46
412 JORDAN FIRE FUND	202,972.33	141,507.90	(17,028.00)	29,450.70	41.61	298,043.14
413 BARD ENDEE FIRE FUND	381,215.34	271,121.90	(22,128.00)	581,240.49	222.72	49,191.47
414 EMERGENCY MEDICAL SERVS FUND	456.52	26,044.00	.00	9,962.82	133.40	16,671.10
415 QUAY FIRE DIST FUND	84,411.91	66,396.54	(22,177.00)	21,362.08	48.07	107,317.44
416 FORESTRY FIRE FUNDS	137,073.10	14,712.99	.00	4,881.73	.00	146,924.36
418 PORTER FIRE DEPT.	62,840.68	48,819.45	(12,246.00)	16,747.45	41.07	82,707.63
419 QUAY COUNTY EMERGENCY MANAG	14,463.12	9,169.14	29,493.00	25,815.07	48.09	27,358.28
420 QUAY COUNTY FIRE MARSHALL	10,804.22	63,590.11	(17,686.00)	22,487.73	62.49	34,283.09
421 DETENTION CENTER	35,550.91	392,356.64	935,000.00	1,117,989.25	1,559.17	246,477.47
430 SAFETY NET CARE POOL FUND	.00	.00	102,817.02	102,817.02	.00	.00
431 COUNTY EMERGENCY COMMUNICATI	625,806.14	369,954.48	.00	539,550.43	151.24	456,361.43
499 REAPPRAISAL FUND	105,984.51	49,324.63	.00	11,214.08	.00	144,075.06
501 HOSPITAL FUND	1,094,108.92	1,058,523.49	(147,817.02)	843,434.06	101.13	1,161,482.46
503 RURAL ADDRESSING FUND	50,726.47	1,038.75	11,250.00	22,276.62	.00	40,738.60
516 ASAP - OTHER CHARGES	7,686.57	102.64	.00	498.55	.00	7,290.66
520 TUC. DOMESTIC VIOLENCE PROGRA	9,725.18	3,372.67	.00	4,117.69	.00	8,980.16
562 DEBT SERVICE	.00	.00	321,830.83	321,830.83	.00	.00
563 NMFA DEBT RESERVE	152,528.31	162,758.13	.00	182,525.03	.00	132,761.41
601 SEIZURE FUND	58.27	.77	.00	.00	.00	59.04
602 CONFISCATED/SEIZURE FUND	102.90	.00	.00	.00	.00	102.90
603 DRUG ENFORCEMENT FUND	366.57	4.71	.00	.00	.00	371.28
607 LAW ENFORCEMENT PROTECTION F	.00	24,200.00	.00	24,200.00	.00	.00
610 JUVENILE DET OFFICER FUND	62,416.45	.00	.00	20,749.01	.00	41,667.44
613 PRIMARY CARE CLINIC	147,568.13	79,115.02	.00	80,332.60	.00	146,350.55
621 CLERK'S EQUIP REC FUND	27,885.26	8,668.32	.00	.00	.00	36,553.58
622 DWI DISTRIBUTION	2,880.93	83,435.00	.00	56,086.98	.00	30,228.95
623 ENVIRONMENTAL GROSS REC FUND	49,141.00	30,289.42	.00	865.61	.00	78,564.81
624 DWI GRANT FUND	6,766.74	11,014.21	.00	11,014.21	.00	6,766.74
628 MISDEMEANOR COURT COMPLIANCE	36,068.75	12,377.64	.00	10,415.61	.00	38,030.78
631 DWI PROBATION FEES	18,172.31	7,936.68	.00	4,944.43	.00	21,164.56
632 DWI SCREENING FEES	7,954.00	1,246.74	.00	450.00	.00	8,750.74
633 DWI TREATMENT FEES	1,524.30	315.78	.00	.00	.00	1,840.08
634 DWI UA FEES	11,414.16	810.78	.00	325.00	.00	11,899.94
639 WILDLIFE SERVICES	221.03	4,890.00	.00	.00	.00	5,111.03
649 COUNTY IMPROVEMENTS	1,864,276.95	3,269,166.37	.00	285,222.01	.00	4,848,221.31
650 ROAD EQUIPMENT FUND	389,433.74	909.28	.00	.00	.00	390,343.02
655 CDBG - QUAY COUNTY	153.58	57,091.98	.00	25,426.80	.00	31,818.96
656 CDBG PLANNING GRANT	30,463.63	.00	.00	.00	.00	30,463.63
GRAND TOTAL	8,274,180.36	10,552,539.06	.00	8,166,301.79	10,130.91	10,670,548.54

STATE OF NEW MEXICO AUDIT CONTRACT

Quay County

hereinafter referred to as the "Agency," and

Carr, Riggs & Ingram, LLC

hereinafter referred to as the "Contractor," agree:

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

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

- A. The Contractor shall conduct a financial and compliance audit of the Agency for Fiscal Year 2020 in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, the Audit Act and the Audit Rule (NMAC Section 2.2.2.1 et seq.).

2. **DELIVERY AND REPRODUCTION**

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

3. **COMPENSATION**

- A. The total amount payable by the Agency to the Contractor under this Contract shall not exceed \$41,343.00 including applicable gross receipts tax.
- B. Contractor agrees not to, and shall not, perform any services in furtherance of this Contract prior to approval by the State Auditor. Contractor acknowledges and agrees that it will not be entitled to payment or compensation for any services performed by Contractor pursuant to this Contract prior to approval by the State Auditor.
- C. Total Compensation will consist of the following:

SERVICES	AMOUNTS
(1) Financial statement audit	<u>\$34,125.00</u>
(2) Federal single audit	<u>\$0.00</u>
(3) Financial statement preparation	<u>\$4,200.00</u>
(4) Other nonaudit services, such as depreciation schedule updates	<u>\$0.00</u>
(5) Other (i.e., component units, specifically identified)	<u>\$0.00</u>

Gross Receipts Tax = \$3,018.00

Total Compensation = \$41,343.00 including applicable gross receipts tax

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

5. TERMINATION, BREACH AND REMEDIES

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

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

6. STATUS OF CONTRACTOR

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

7. ASSIGNMENT

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

8. SUBCONTRACTING

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

9. RECORDS

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

10. RELEASE

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

11. CONFIDENTIALITY

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

12. PRODUCT OF SERVICES; COPYRIGHT AND REPORT USE

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

13. CONFLICT OF INTEREST

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

14. INDEPENDENCE

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

15. AMENDMENT

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

16. MERGER

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

17. APPLICABLE LAW

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

18. AGENCY BOOKS AND RECORDS

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

19. APPROPRIATIONS

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

20. PENALTIES FOR VIOLATION OF LAW

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

21. EQUAL OPPORTUNITY COMPLIANCE

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

22. WORKING PAPERS

A. The Contractor shall retain its working papers of the Agency's audit conducted pursuant to this Contract for a period of at least five (5) years after the date shown on the opinion letter of the audit report, or longer if requested by the federal cognizant agency for audit, oversight agency for audit, pass through-entity or the State Auditor. The State Auditor shall have access to the working papers at the State Auditor's discretion. When requested by the State Auditor, the Contractor shall deliver the original or clear, legible copies of all working papers to the requesting entity.

B. The Contractor should follow the guidance of AU-C 210 A.27 to A.31 and AU-C 510 .A3 to .A11 in communications with the predecessor auditor and to obtain information from the predecessor auditor's audit documentation.

23. DESIGNATED ON-SITE STAFF

The Contractor's on-site individual auditor responsible for supervision of work and completion of the audit is Alan D. "AJ" Bowers, Jr., CPA, CFP. The Contractor shall notify the Agency and the State Auditor in writing of any changes in staff assigned to perform the audit.

24. INVALID TERM OR CONDITION

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

25. OTHER PROVISIONS

SIGNATURE PAGE

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

AGENCY

Quay County

CONTRACTOR

Carr, Riggs & Ingram, LLC

PRINTED
NAME:

Franklin McLasland

PRINTED
NAME:

Alan D. Bowers Jr.

SIGNATURE:

Franklin McLasland

SIGNATURE:

Alan D. Bowers Jr.

TITLE:

Commission Chair

TITLE:

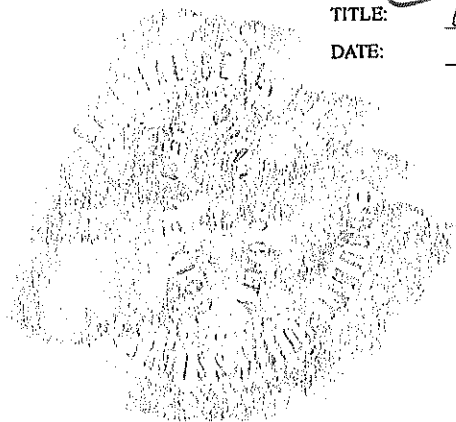
Partner

DATE:

4/27/2020

DATE:

4/16/2020



DATE/20	NAME	ROAD BLADED	BLOCKS	MILES	ADDITIONAL WORK TO ROAD/COMMENTS
03/03/20	DONALD	QUAY ROAD 64	3600-3700	0.79	FIX WASHBOARD
	DONALD	QUAY ROAD AL.5	6450-6500	0.50	PULL DITCH
	DONALD	QUAY ROAD AL.4	6400-6450	0.50	PULL DITCH
	DONALD	QUAY ROAD AG	6450-6550	1.00	PULL DITCH/WORK DITCHES
03/09/20	DONALD	QUAY ROAD 44	4100-4200	1.00	PULL DITCH
	DONALD	QUAY ROAD 43	4200-4300	1.00	PULL DITCH
	DONALD	QUAY ROAD AR	4300-4500	2.00	PULL DITCH
	DONALD	QUAY ROAD 45	4200-4300	1.00	PULL DITCH
03/10/20	DONALD	QUAY ROAD 47	4000-4200	2.00	PULL DITCH
	DONALD	QUAY ROAD AO	4600-4700	1.00	PULL DITCH
	DONALD	QUAY ROAD 46	3900-4300	4.00	PULL DITCH
03/11/20	LARRY	QUAY ROAD 30	2700-2800	1.00	
	LARRY	QUAY ROAD AB	3000-3400	4.00	
	KENNY	NORTH 4TH	NARA VISA	0.10	
	KENNY	HAMRICK STREET	NARA VISA	0.15	
	TONY	QUAY ROAD 66	2550-3000	2.50	
	TONY	QUAY ROAD 67	2900-3000	1.00	
	TONY	QUAY ROAD AE	6600-6900	3.00	
03/12/20	KENNY	BELKNAP	NARA VISA	0.20	
	KENNY	NORTH ST	NARA VISA	0.20	
	KENNY	SOUTH 2ND ST	NARA VISA	0.10	
	KENNY	SOUTH 4TH ST	NARA VISA	0.20	
	KENNY	SOUTH 5TH ST	NARA VISA	0.50	
	KENNY	SOUTH 6TH ST	NARA VISA	0.20	
	KENNY	MAIN ST.	NARA VISA	0.40	
	LARRY	QUAY ROAD 34	2700-3500	8.00	
	TONY	QUAY ROAD AG	6200-6500	3.00	
	TONY	QUAY ROAD AF.5	6400-6475	0.63	
	TONY	QUAY ROAD 69	3300-3400	1.00	
	TONY	QUAY ROAD AJ.5	6575-6700	1.15	
03/16/20	KENNY	QUAY ROAD E	8950-9250	3.00	
	DONALD	QUAY ROAD 46	4300-4400	1.00	PULL DITCHES
	DONALD	QUAY ROAD AS	4500-4600	1.00	
	DONALD	QUAY ROAD 45	4300-4500	3.13	
03/17/20	DONALD	QUAY ROAD AT	4300-4500	2.00	
	DONALD	QUAY ROAD 43	4300-4800	6.00	
	LARRY	QUAY ROAD AD	3400-3900	5.00	
3/20/2020	KENNY	QUAY ROAD F	8700-8900	2.00	
	KENNY	QUAY ROAD F	8700-8800		DITCH WORK
03/23/20	DONALD	QUAY ROAD 47	4200-4300	1.00	
	DONALD	QUAY ROAD AR	4700-4710	0.10	
	DONALD	QUAY ROAD 48	4200-4300	0.80	
	DONALD	QUAY ROAD AR	4800-4900	1.00	
	DONALD	QUAY ROAD 49	4300-4500	1.84	
	DONALD	QUAY ROAD AN	4500-4600	1.00	
	LARRY	QUAY ROAD 30	2800-2900	1.00	

	LARRY	QUAY ROAD AD	3000-3200	2.00
	LARRY	QUAY ROAD 32	2800-2900	1.00 DITCH WORK
	LARRY	QUAY ROAD AC	3200-3400	2.00 DITCH WORK
	KENNY	QUAY ROAD E	8900-8950	1.20
	KENNY	QUAY ROAD F	8700-8900	2.00
03/24/20	LARRY	QUAY ROAD AD	3000-3100	1.00
	LARRY	QUAY ROAD 31	2900-3100	2.00
03/25/20	LARRY	QUAY ROAD AH	3000-3100	1.00
	LARRY	QUAYROAD AG	3100-3400	3.00
	LARRY	QUAY ROAD AF	3000-3400	4.00
03/26/20	LARRY	QUAY ROAD AE	3000-3600	6.00 1 MILE OF DITCH WORK
03/30/20	LARRY	QUAY ROAD 36	3300-2900	4.00
	LARRY	QUAY ROAD AF	3400-3600	2.00
	DONALD	QUAY ROAD 45	3800-3900	1.00 PULL DITCH/BLADE
	DONALD	QUAY ROAD AM	4250-4500	3.08 PULL DITCH/BLADE CLEAN BACKSLOPE
03/31/20	DONALD	QUAY ROAD 50.4	4150-4400	3.14 PULL DITCH
	DONALD	QUAY ROAD 54	4100-4300	1.83 PULL DITCH
	DONALD	QUAY ROAD 55	4100-4415	3.15 PULL DITCH
	LARRY	QUAY ROAD AGD	3400-3600	2.00 1MILE DITCH WORK

TOTAL	117.39
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