



QUAY COUNTY GOVERNMENT

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**AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
SEPTEMBER 13, 2021**

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session August 23, 2021

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. **Jason Lamb, Quay County Extension Agricultural Agent**
 - Presentation of Quarterly Report
- II. **C. Renee Hayoz, Presbyterian Medical Services Administrator**
 - Presentation of Monthly RPHCA Reports
- III. **Janie Hoffman, Quay County Assessor**
 - Request Approval of 2021 Property Tax Rates
 - Presentation of Assessor's Annual Report
- IV. **Lucas Bugg, Quay County Fire Marshall**
 - Request Approval of Fire Protection Grant Applications for Bard-Endee Fire, Quay Fire #4, Nara Visa Fire, Rural 2 Fire and Forrest Fire
- V. **Cheryl Simpson, Quay County Finance Director**
 - Request Approval of FY 2021-2022 Resolution No. 5 – Adopting FY 2023-2027 Infrastructure Capital Improvements Plan (ICIP)
 - Request Approval of FY 2021-2022 Resolution No. 6 – American Recovery Plan Act (ARPA) Budget



- VI. Larry Moore, Quay County Road Superintendent
 - Road Update
- VII. Daniel Zamora, Quay County Manager
 - Request Approval of Mis Amigos Lease Agreement
 - Correspondence
- VIII. Request Approval of Accounts Payable
- IX. Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners
- X. Request for Closed Executive Session
 - Pursuant to Section 10-15-1(H) 7. The New Mexico Open Meetings Act Pertaining to Threatened or Pending Litigation
 - Pursuant to Section 10-15-1(H) 2. The New Mexico Open Meetings Act to Discuss Limited Personnel Matters
 - Pursuant to Section 10-15-1(H) 8. Discussion of the Purchase, Acquisition or Disposal of Real Property or Water Rights
- XI. Franklin McCasland, Quay County Commission Chairman
 - Proposed action, if any, from Executive Session

Adjourn

Lunch-Time and Location to be Announced

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

September 13, 2021

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 13th day of September, 2021 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
Robert Lopez, Member
Jerri Rush, Member
Veronica Marez, Chief Deputy Clerk
Daniel Zamora, County Manager

OTHERS PRESENT:

Jason Lamb, Quay County Extension Agricultural Agent
C Renee Hayoz, Presbyterian Medical Services Administrator
Daniel Zamora, Quay County Manager
Lucas Bugg, Quay County Fire Marshal
Cheryl Simpson, Quay County Finance Director
Ron Warnick, Quay County Sun
Janie Hoffman, Quay County Assessor
Alan Shelton, Quay County Emergency Manager
Larry Moore, Quay County Road Superintendent
Richard Primrose, Quay County Consultant
Jamie Lauder, Quay County Dispatch Manager
Patsy Gresham, Quay County Treasurer
Susann Mikkelsen, NMSU Home Economist

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

A MOTION was made by Jeri Rush, SECONDED by Robert Lopez to approve the minutes from the August 23, 2021 regular session as presented. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting "aye".

A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Agenda. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting "aye".

Public Comments: None

NEW BUSINESS:

Jason Lamb, Quay County Extension Agricultural Agent and Susann Mikkelsen, NMSU Home Economist presented the quarterly report. Quarterly report is attached to these minutes.

Renee Hayoz, Presbyterian Medical Services Administrator, presented monthly RPHCA report. A copy of report is attached to these minutes. Hayoz informed commissioners flu vaccines are in and can be given with Covid-19 vaccine. Hayoz also reported the building was flooded during the storm and they had to do clean up over the weekend.

Janie Hoffman, Quay County Assessor, requested approval of 2021 Property Tax Rates. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the request. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting "aye". A copy of property tax rates is attached to these minutes. Hoffman presented the Assessor's annual report. A copy of report is attached to these minutes.

Lucas Bugg, Quay County Fire Marshall requested approval of Fire Protection Grant applications for Bard-Endee Fire, Quay Fire #4, Nara Visa Fire, Rural 2 Fire and Forrest Fire. A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the request. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting "aye". A copy of applications is attached to these minutes. Bugg requested approval for Forrest PPE in the amount of \$35,588. A MOTION was made by Robert Lopez, SECONDED by Franklin McCasland to approve the request. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting "aye". A copy of application is attached to these minutes.

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

1. FY 2021-2022 Resolution No. 5 adopting FY 2023-2027 Infrastructure Capital Improvements Plan. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the request. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting "aye". A copy of resolution is attached to these minutes.
2. FY 2021-2022 Resolution No. 6 American Recovery Plan Act Budget. A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the request. MOTION carried with Lopez voting "aye" and McCasland voting "aye" Rush voting "aye". A copy of resolution is attached to these minutes.

Larry Moore, Quay County Road Superintendent: Gave the following updates:

1. Quay Road M is completed
2. Crews are working on Quay Road 60
3. Reclaimer is fixed and running
4. Crews are planning on working on Quay Road AF blading and reshaping depending on weather.
5. Bids came in for Quay Road 63 and Quay Road AP lowest bid is Desert Fox.
6. Moore will be meeting with the Engineer and Desert Fox tomorrow for Quay Road 63 and Quay Road AP

Daniel Zamora, Quay County Manager requested approval of Mis Amigos Lease Agreement. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the request. MOTION carried with Lopez voting "aye" and McCasland voting "aye" Rush voting "aye". A copy of agreement is attached to these minutes.

Correspondence: Zamora informed Commissioners the NMAC Conference has been cancelled.

A MOTION was made by Robert Lopez SECONDED by Jerri Rush to approve the expenditures included in the Accounts Payable Report ending September 9, 2021. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting "aye".

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

Patsy Gresham, Quay County Treasurer announced that the Property Tax Auction has been cancelled.

A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to go into Executive Session pursuant to the following item(s):

- Pursuant to Section 10-15-1(H)7. The New Mexico Open Meetings Act Pertaining to Threatened or Pending Litigation
- Pursuant to Section 10-15-1(H)2. The New Mexico Open Meetings Act to Discuss Limited Personnel Matters
- Pursuant to Section 10-15-1(H)8. Discussing of the Purchase, Acquisition or Disposal of Real Property or Water Rights

THE MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye"

Time noted 9:46 a.m.

---Executive Session---

Return to regular session. Time noted 11:45 a.m.

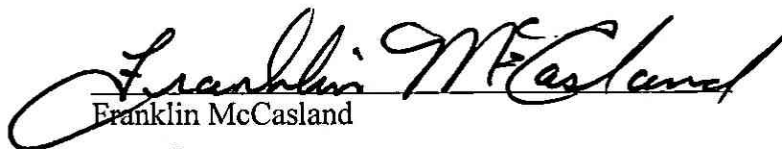
A MOTION was made by Robert Lopez, SECONDED by Jerri Rush that only the items listed above were discussed in Executive Session. MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye"

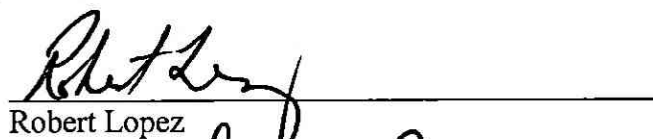
Chairman McCasland stated there is no action as a result of Executive Session.

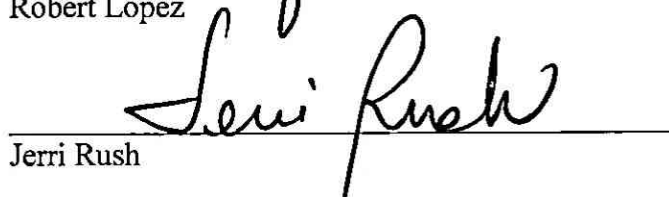
There being no further business, a MOTION was made by Jerri Rush SECONDED by Robert Lopez to adjourn. MOTION carried with Lopez voting "aye" and McCasland voting "aye" and Rush voting aye. Time noted 11:45 a.m.

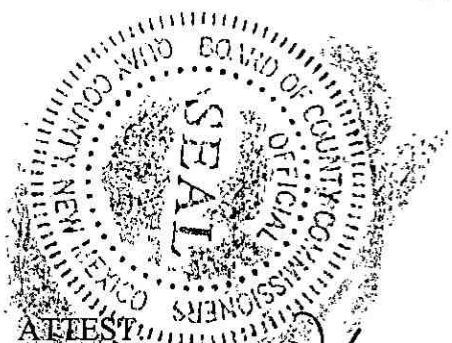
Respectfully submitted by Veronica Marez, Chief Deputy Clerk.

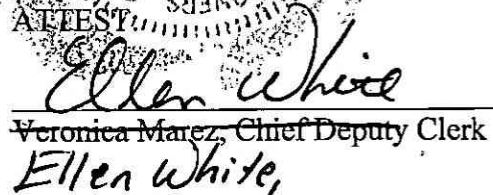
BOARD OF QUAY COUNTY COMMISSIONERS


Franklin McCasland


Robert Lopez


Jerri Rush




~~Veronica Marez, Chief Deputy Clerk~~
Ellen White,



Quay County Extension Service

College of Agricultural, Consumer and Environmental Sciences

Quarterly Report – January – June 2021

Jason Lamb, Agriculture Agent, County Program Director

Susann Mikkelsen, Family and Consumer Science Agent

Colette Mapes, Administrative Assistant

Joyce Runyan, Program Assistant

Agriculture

The Agricultural agent along with the FCS Agent and a local farmer conducted the third session of the Beginning Farmer and Rancher program on Production planning, overview of business planning, and narrowing the scope of crop production. The program was held at the Quay County Fair grounds and through zoom. Sixteen people and 13 beginning farmers attended the program. Participants gain a better understanding of planning for production throughout the year, deciding on what to grow, and understanding the business aspect of farming.

The agent hosted the forth session of the Beginning Farmer and Rancher Program with assistance from the FCS agent and a local farmer. The session presented information about obtaining financing for farm and ranch operations. Eleven people attended the program. Guest speakers from local banks, commercial lenders, the Farm Service Agency, the Natural Resource and Conservation Service, and grant opportunities presented the information. Participants gained a better understanding of financial lenders in Agriculture, requirements that leaders need to secure a loan, and answers to questions about barrowing money.

The fifth Beginning Farmer and Rancher program was hosted in March. Participants were presented information on soil testing, soil amendmets, types of fertilizers, farm tractor information, and farm implement purposes. Beginning farmers learned the different uses for farm equipment, how to test their soil and how to find information on soil. Thirteen people attended the program with five beginning farmers and ranchers.

The Tucumcari Bull Test Sale occurred at the Rex E. Kirksey Tucumcari Ag. Science center with about 100 bulls in the sale. Producers from New Mexico, Colorado, Oklahoma, and Texas participate in the cooperative program. Producers work closely with NMSU specialists to test bulls for the sale. The agent assists with organizing, advertising, and planning the event. The sale grosses over \$350,000 annually for producers and provides local buyers the opportunity to improve their herd genetics through obtaining high quality sires.

The Agricultural agent along with the FCS agent hosted a youth gardening workshop in which 15 people attended. The FCS agent covered types of gardening, garden equipment, and plant selection. The Agricultural agent covered soil preparation, planting, irrigation and water conservation techniques. Youth then participated in planting seeds in a garden at the Tucumcari Agricultural

Science Center with the assistance of an Ag. Research assistant. Youth learned the basics of gardening, types of gardening and experienced hands-on learning in planting seeds.

The agent setup and conducted a Beef Quality Assurance training at the Regional Cattle Growers meeting. Over 65 ranchers and ranch hands attended the training and were certified in the BQA program. BQA certifies producers in producing quality food products that are safe and consistent across the beef cattle industry. Currently there are about 100 producers certified in Quay County.

A county wide wheat production assessment was conducted to recommend wheat loss on dryland and irrigated wheat for the Farm Services Agency. Samples were taken randomly across the county, weighed, and calculated on the average yield data for Quay County. This year wheat losses were 16% below normal. This assessment assists producers in receiving compensation for their production losses during the previous growing season. The information was presented to the FSA County Committee for their recommendation on wheat loss for the year.

The agent held the Sixth session of the Beginning Farmer and Rancher Program. The program was on Agricultural Marketing and Distribution. Five guest speakers discussed the Tucumcari Farmers Market, requirements of larger food markets and distribution companies, Cooperative distribution and markets in Colorado and New Mexico, the NM Education farm to school program, and regional markets. Seven beginning farmers attended with four guests.

Home Economics

LOL Workshops Tucumcari High School – FCS Agent presented and the Program Assistant held several LOL - Humor Workshops to the Junior and Senior English classes at Tucumcari High School. The workshops highlighted the importance of laughter, especially during stressful times, to improve mental health, reduce stress and other health benefits. Laughter exercises were also included in the presentation. There were 96 youth that attended.

Nutrition and Fitness Committee – Rock Challenge: The Program Assistant worked with the Quay County Health Council Fitness and Nutrition Committee for an upcoming walking challenge. The committee decided to have local artists and volunteers paint rocks to hide during the 8-week challenge. There was a special “rock of the week” and several rocks to be found each week by community members. This meeting was to finish the painted rocks for the event. Each rock had a label with instructions glued on the bottom about turning it in for a prize, was numbered and finally sprayed with a varnish coat to seal the surface. Over 100 rocks were prepared by the 6 people that attended.

Intimate Partner Violence Pepper Spray Workshop: The Program Assistant worked with the Quay County Health Council IPV (Intimate Partner Violence) Committee to prepare small bottles of pepper spray to provide to community members as a safety aid. The group made 87 perfume size bottles that were labeled and provided a small handout of resources. The bottles will be distributed to different organizations to hand out.

The Program Assistant and FCS Agent prepared for the QPR Quay County Department Presentations. The Program Assistant contacted local mental healthcare providers to include local resources with state and national hotlines for participants. She presented specific portions of the

PowerPoint for the program. There were three workshops available for County employees during the first week of April at the Quay County Fairgrounds. A total of 28 people attended.

The Program Assistant worked with the Quay County Health Council to provide a community Narcan presentation and medication. Narcan is a safe and effective medication used to reverse opioid overdoses. This is often viewed as a marginalized segment of society, but overdoses happen at all ages and socioeconomic levels. Presentations are scheduled through the rest of the year. There were 30 people that attended.

QPR Law Enforcement Presentations - FCS Agent and Program Assistant provided QPR presentations geared for law enforcement in the county. QPR is used to provide guidance on how to handle potential suicide risk. It provides an overview of behaviors and a template to directly interact with the individual. Officers from the City and County attended. There was a total of 19 people that attended. More presentations are planned for the future and available by request.

Quay County 4-H Program

The Quay County 4-H Achievement Awards recognizes 4-Hers accomplishments throughout the year. Youth complete their 4-H projects by finishing a record book. The books are evaluated by another county which decides on the winners. This year Achievement awards were held virtually through zoom. 57 youth and parents participated in the Achievement program. Local supporters received the friend of 4-H award and volunteers were honored for their service. The Agent presented the Outstanding Youth Awards, assisted with setting up the program, conducted the officer instillation ceremony, and assisted the script. Youth gain knowledge in financial record keeping, subject matter areas, and documenting leadership, citizenship, and community service.

Several large meetings were conducted in January , a parent leader meeting which gains feedback from 4-H parents about the Quay County 4-H Program, the 4-H Finance Committee meeting which approves the year's budget, and the 4-H Shooting Sports meeting that organizes the program for the year.

The Program Assistant prepared the script and added the assigned written portions from the Ag Agent and FCS Agent. She emailed copies of the script to the officers and set up the practice Zoom link. During the practice the script was edited as needed for the officers. At the end of the practice, the Program Assistant edited the completed script and sent the updated version to officers, the Ag and FCS Agent for the program the following day. She also printed scripts and arranged times to pick them up as requested by officers.

The welcome to 4-H workshop was held at the Extension office in February. The program introduces youth and parents to 4-H and informs them of expectations and opportunities 4-H offers. Youth are separated and the Quay County officer team teaches the beginning 4-H members about the pledge, motto, 4-H council, projects, and contests through interactive games. Parents learn about the policies, procedures, the 4-H newsletter, calendar of events, and programs available for 4-H members. The agent and the FCS agent conducted the training assisting eight parents and twelve youth through the program.

The Agricultural agent conducted a virtual Shooting Sports Safety meeting that explained the shooting sports program to 4-H youth and parents in the county. Youth were taught gun and archery

safety, range commands, process of checking out equipment, management, and filled out a code of conduct compliance form. Fifty-two people attended the training.

A statewide 4-H Horse bowl contest was held in which over one hundred youth across the state competed and learned about horses. The Agricultural agent assisted by compiling 400 questions for the bowl, managing buzzers, and assisting with the operation of the contest. Twenty six agents also assisted in making the virtual contest a success. Youth won prizes for winning and participating. The contest is a fun, unique opportunity to engage youth in learning about horses.

The Agricultural agent hosted several braiding workshops for 4-H members. Youth learn how to braid six different types of braids and can create unique key chains, bracelets, belts, and lead ropes. Braiding teaches hands-on skills that youth can master in a short amount of time that builds confidence and can be very productive as a business or for personal use. One 4-H member began selling nice bracelets and key chains as part of his 4-H project.

The Agricultural agent hosted two wood working workshops for 4-H youth enrolled in the woodworking project. Youth were taught safety, laying out a project, fitting a project and construction of a bird house. Participants assembled the project, sanded, and finished the bird house. Youth gain an understanding of planning, gathering materials, measuring, cutting, lay-out and assembly through these hands-on projects.

The Agricultural agent hosted a 4-H Shooting Sports leaders training for the Eastern New Mexico 4-H District in which 13 adult volunteer leaders were certified to instructing youth on firearm safety, range safety, working with youth, and shooting range management. Participants set up and practiced instruction on other participants. Certifying instructors is an ongoing program in which Quay County has hosted four times in the last five years and helps to ensure that our youth are safe will participating in 4-H Shooting Sports programs.

The Agricultural agent conducted thirteen practices and shooting sports competitions during the month of April. Forty three senior 4-H members participated in Archery, Shotgun, Rifle, Muzzleloader, and Pistol disciplines. 4-H members qualified to participate in the State 4-H Shooting Sports Competition.

The Agricultural agent conducted a Livestock show program for beginning 4-H members. Five people attend the training learning about feeding, facilities and equipment, selection of livestock, fair rules, preparing for the fair, and animal husbandry. Beginning shower gain an understanding of the scope of the livestock show projects and gain knowledge to get them started.

The Quay 4-H County Contest was held at the fairgrounds in which 61 youth participated in 13 different contests. Thirty-two volunteers and parents assisted in running contests in meats evaluation, entomology identification, livestock skill-a-thon, horse bowl, agronomy, consumer decision making, family and consumer science bowl, FCS Skill-a-thon, horticulture, fashion review, wildlife, poetry, and public speaking. The FCS agent set up the FCS related contests and assisted throughout the program. The program assistant set up the contests for Wildlife and Horticulture, brought the supplies for lunch, assisted as needed with other contests and prepared the ribbons for the awards portion at the end. Youth gain decision making skills through these contests, as well as competition, critical thinking skills, and team work. These contests teaches youth about agriculture and family and consumer sciences that can support them in future endeavors.

Quay County 4-H youth participated in Southeast District contest held in Eddy County. Twenty five youth competed in rifle, archery, livestock judging, home economics bowl, horticulture, and many other contests. Youth learn reasonability, teamwork, decision makings skills, public speaking and a spirit of competition through these contest. Youth also gain self-confidence and develop a strong knowledge base in these subject matter areas. 14 parents and volunteer leaders also attended to assist youth.

4-H contest practices were held for youth in the horse bowl, agronomy, wildlife, livestock skill-a-thon, and livestock judging contest. Youth learned about agriculture, competition and team work. Youth also learned public speaking and critical thinking skills. These practices are a bases for youth to learn agricultural topics to a mastery skill level in which they are interested in. 20 practices were held with 42 total youth participating.

Welcome to Cloverbuds Workshop: The Program Assistant provided a Welcome to Cloverbuds Workshop open to all enrolled Cloverbud members. They learned about 4-H and different projects available by playing games. Valentine door decorations were made for residents at Quail Ridge by the members that attended. They also made their original design "love bug" magnet with assorted supplies. This is the first Cloverbud Workshop since last year due to COVID-19 health regulations. There were 3 people that attended.

Quay County 4-H livestock tag-in was held June 1st in Logan, June 3rd in San Jon, and June 4th in Tucumcari. 45 goats were tagged, 32 lambs, and 37 hogs. The agent along with members of the Quay County fair board, Ag. Teachers and the brand inspectors assisted with the validation.

Cloverbud Workshop: The Program Assistant had a Cloverbud workshop about worms. The kids made a worm craft to take home and learned about how worms make soil better for plants. They also colored a picture and put decorations on it for the residents at Quail Ridge. The Program Assistant made gelatin worms for the snack that looked very realistic and were enjoyed by the kids. There were 7 people that attended.

The Program Assistant made a display board to promote the Quay County 4-H program, upcoming events and opportunities for members of the community. Over 90% of the funds received stay in Quay County.

4-H Coke Fundraiser - The Program Assistant contacted the Coca-Cola Distributor in Amarillo for the annual fund raiser to prepare the order form, verify cost, availability of products and delivery date. She updated the order form to give to members with updated products. The order forms were provided to club leaders for their members and also available at the Extension Office. When orders were received the Program Assistant checked the submitted order with money received, added the total products to a master order form, made deposits and submitted the complete order for the scheduled delivery date. Families were contacted if there was a problem with the order and to remind them of the date to pick up. The Program Assistant prepared a slip for each order with the totals of each product ordered, accepted and paid for the order, secured helpers to sort and load orders. There was a total of 549 cases sold. This year there were issues of product shortages possibly due to COVID-19. Council will decide if they want to continue the fundraiser next year and price adjustments.

Community and Economic Development

The agent and staff updated the civil rights files for review by the NMSU Eastern and Northern District Directors. The files must comply with federal policies and procedures of Civil rights, ADA and EEO mandates to receive federal funding for the Extension Service. NMSU inspects these files every five years to insure compliance from our office.

Professional Development

The County Director attended the Extension Affiliate meeting as part of the Association of Counties during the 2021 legislative secession. The program was hosted remotely and covered Covid-19 safe practices for Extension offices, NMSU Extension initiatives, Bills facing Agriculture, and the 2021 plan of work.

QPR Gatekeeper Training: The Program Assistant registered to attend this training to enable her to provide QPR training to others. The course required online work before the in person Zoom sessions. Mental health is an issue of concern for many people in our community due to the increased stress of COVID-19 regulations and drastic changes to normal routines for families. QPR trains people to recognize signs of suicide and gives them the tools to address the person directly to prevent suicide.

Family & Consumer Science Extension Agent Narrative Report for January – August 2021

Monthly and ongoing Meetings and Activities

A part of the Family and Consumer Science Extension Agent's regular responsibilities and activities includes the following monthly (or regular) meetings and activities:

- Quay County Fair Board Meeting – attends and participates as needed
- Quay County 4-H Council – attends, assists with meeting coordination and discussion as needed, contributes reports and content as appropriate
- TableTop Co-op Board meeting – attends, helps facilitate planning and serves on the fund and revenue generation committee.
- Quay County Health Council – plans and delivers FCS programming in partnership with Council. Serves as Chair of the Council; as such facilitates Council meetings, Executive Committee meetings, serves on Policy and Procedure committee, assists with developing programs and services, approves expenditures in coordination with the budget and signs checks.
- Annie's Project Steering Committee meetings – plans, organizes and facilitates meetings, drafts agenda and sends reminders, takes and publishes notes and updates
- Quay County Cooperative Extension staff meeting – attends when held
- NMDA AgriFutures Conference planning committee – planning of the bi-annual AgriFutures Conference.

- Participate in periodic meetings and phone calls related to Quay County economic development topics, including regular meetings for the CREATE BRIDGES program through the Greater Tucumcari Economic Development Organization and board meetings of the Northeastern Economic Development Organization (NEEDO).
- Periodic meetings with the Quay County Program Assistant.
- Continue to offer a regular 5 – 10-minute segment on both local radio stations twice monthly (first and third Thursdays) to promote Extension programs and services.
- Posting content on web site, as well as Facebook and other social media, including program publicity and details, news and information about FCS and 4-H topics, and other relevant community information.
- Respond to individual phone calls, in-person appointments and emails regarding FCS and 4-H topics.
- Participates in periodic meetings with other community organizations such as the Greater Tucumcari Chamber of Commerce to partner and collaborate on addressing community needs and interests

Project and Program Highlights

4-H

The FCS Agent assisted in the planning and delivery of a 4-H Youth Achievement Program (which is usually held in November). This including coordinating a program that it was determined should be held virtually, due to the pandemic, helping with a practice session, and delivering the program.

The FCS Agent participated in and assisted in facilitating the NMSU State 4-H Leadership Retreat in January. There were approximately 35 participants from Quay County and around the state.

The FCS Agent worked with the NMSU Quay County Extension team to plan and deliver the Welcome to 4-H workshop, a project for entry-level 4-H members in Quay County. The program had 6 youth participants, 6 adult participants and was led by 4 senior-level 4-H youth leaders and 3 Extension staff.

The FCS Agent offered three 4-H FCS project workshops in February, which had low attendance, with only 2 participants in total. The Agent also assisted in facilitating the 4-H statewide Horse Bowl competition, with 10 participants in the session facilitated with five other Agents and 4-H State staff.

The FCS Agent offered a variety of 4-H project workshops in March and April, on topics including sewing, baking, leadership, podcast team, and gardening. Sewing workshops had a total of 6 participants, baking workshops were canceled, leadership workshop had 8 participants, including 2 adults, podcast team sessions had 6 participants who will continue as a part of the team for the year, and the gardening workshop had 13 participants, including 3 adults.

The FCS Agent has joined the NM State 4-H Healthy Habits Ambassador program as an advisor and is co-leading a Mental Health Team. The team is comprised of 4-H members from around the state, is developing a project and competing against other teams around the state, and the country for funding to implement the project.

The FCS Agent assisted in planning and executing the 2021 Quay County Fair in August.

The FCS Agent assisted with both the District II Contest in Artesia and the State 4-H Conference in Albuquerque, in June and July.

The FCS Agent delivered 4-H Exhibits to the NM State Fair in Albuquerque and assisted with set up, judging and display of all NM 4-H exhibits (non-livestock) in September.

Family & Consumer Sciences

Community and Youth Outreach - The FCS Agent developed and began offering a school and youth outreach program called LOL [Laugh Out Loud]. The program uses humor and laughter to alleviate stress (particularly in the present "virtual environment"), to engage youth and deliver basic messaging on the importance of mental wellness and to remove the stigma of talking about mental health and wellness topics. The Agent and Program Assistant began offering 30-minute virtual workshops to schools in January. The program has since been extended to be a longer program offered to 4-H and other youth, and has also been adapted to include delivery to adult audiences.

Mental Health and Wellness - The FCS Agent applied for, trained in and became a "Gatekeeper" instructor for the QPR Training program. This is nationally acclaimed and accredited suicide prevention and mental health program for "gatekeepers," which is anyone who might be in a position to "question, persuade and refer" someone who is contemplating suicide or at risk of suicide. The Agent is able to work with other instructors to deliver this training in Quay County and around the state of New Mexico. The QPR Gatekeeper Training program is facilitated in New Mexico by a division of the New Mexico Department of Health. To date, 9 adult trainings have been conducted in Quay County, including one training specifically for law enforcement, with over 50 attendees. A training is scheduled for October, and additional 6 trainings are planned, both for youth and adults, over the coming year, with a goal of over 100 people trained in the first year. The FCS Agent is also enrolled in training to become a trainer of Mental Health First Aid, a similar but unrelated program.

Risk Management - The FCS Agent is organizing the development of an Annie's Project Eastern New Mexico. This involves a steering committee comprised of a diverse group of women who are in agriculture or have connections to agriculture, who are planning for the 2022 Annie's Project program. In the 3rd quarter, the Steering Committee focused on the overall structure/format of the program - whether a 6-week course or a conference-style format, drafting a budget, and identifying and beginning to solicit sponsors to support the program.

Health, Wellness and Nutrition - The FCS Agent participated with a team of NMSU Extension Agents to plan and deliver a virtual Kitchen Creations Diabetic Cooking Class series regionally. The team included agents from Colfax, Union and Curry Counties, and had 6-8 participants.

Health, Wellness and Nutrition - The FCS Agent began participating in a series of NMSU EFCS/NM Department of Health exploratory and planning meetings about providing information into our communities about the COVID-19 vaccines and assisting the NMDOH in getting NM residents vaccinated, following the phased distribution approach established. The Agent is particularly interested in ensuring that seniors ages 65 and older and people with health issues who do not have easy access to the registration process are able to register for and receive the vaccine, if they wish to do so. The Agent participated in a meeting, and subsequently worked with the Quay County Health Council to begin determining how information about the vaccine and the registration process is being shared, ascertaining accessibility of information and services to vulnerable populations, and

discussing what additional efforts might be necessary to ensure that those vulnerable populations have ready access to the vaccine.

Health, Wellness and Nutrition – In July the FCS Agent started a Wednesday Walkers walking group for seniors and others to become/remain active. The group meets every Wednesday morning at the Quay County Fairgrounds and walks indoors in the Exhibit Hall, making the program accessible to people of all fitness levels, and protecting participants from the natural elements.

Health, Wellness and Nutrition – In July the FCS Agent began coordinating with Mesalands Community College to begin offering the Strong Seniors Stay Young strength and balance exercise program again for the fall semester. The program began on September 9, 2021 and will continue through the semester.

Food Safety/Food Preservation - The FCS Agent is part of a team of NMSU FCS Agents working to develop a series of food preservation videos. The team had video editing and creation training in the spring, and video recording and editing is ongoing.

Food Safety - The FCS Agent assists with a NMSU/NMDA New Mexico Produce Safety Alliance (PSA) Training most months, presenting one module of the 8-hour training program. All trainings are held virtually, allowing participants from around New Mexico as well as other states to participate. The audience is comprised mostly of small-scale farmers, and are 8-20 in size. There are 4-5 additional trainers.

Family Life/ Health, Wellness and Nutrition - The FCS Agent presented virtually to a group of families (pre-natal moms, toddlers and parents) served by ENMRSH on planting and growing a garden in March. The Agent also gave a brief overview of 4-H and its projects and activities. There were 6 adults and 5 children present virtually.

Family Life/Health, Wellness and Nutrition – The FCS Agent started a series of cooking classes in March called Let's Get Cooking that cover a broad range of topics and offer both in-person and virtual access to adults and youth. The series continues through December.

Economic Development

In January, the FCS Agent began a Tech Tuesdays workshop series in partnership with Tucumcari Mainstreet to offer technical training to Quay County small businesses to help them maximize their efficiency and effectiveness using technical tools, including online marketing and other tools, software, applications and platforms for managing, operating and marketing their businesses. There will be a workshop each month for the year. See attached flyer for further details.

The FCS Agent began assisting a local beginning farmer and small business entrepreneur in bidding with the local schools to sell produce to them through the Farm to School program within the NM Public Education Department for the 2021 year. This included assisting the producer with a food safety plan and developing standard operating procedures (SOPs), and assisting with the online application process, which is due in March.

The FCS Agent is serving on the Quay County CREATE BRIDGES economic development steering committee to create a plan for helping businesses in the retail, entertainment, tourism and recreation sectors to increase their effectiveness and viability. The committee is planning some focus groups

and individual interviews to assess the needs of Quay County businesses in these sectors and define how they can access and leverage resources to improve their businesses and thus create stronger local economies in the county. In January and February we planned a series of focus groups and trained on delivering the nationally created survey instrument to our constituents. The focus groups were not well attended, so the committee began conducting one-on-one interviews and seeking input more directly. This continued through June of 2021. In addition, an employee survey was rolled out in May.

Other Services


The FCS Agent assisted a husband and wife in receiving a virtual 3-hour training from the UNM Medical Center for a new metronic pump for insulin that had been issues to the patient. The Agent set up the training with the UNM specialist, and helped the family navigate the virtual process.

Other Meetings/Activities:

- Conducted three exploratory meetings – one with a local county commissioner, one with New Mexico Recycling organization, and one with DeBaca County staff to discuss the possibility of a basic recycling program in Quay County
- Participated in a NMSU ACES EFCS meeting on the Preserving NM Foods video series
- Participated in a NMSU statewide training on Extension working with area agricultural producers
- Participated in "The Research Evidence: Horticulture for Health and Well-being Webinar Series," to learn potential new content for program delivery.
- Participated in a NM SBDC training on starting and growing your business in order to glean content and potential presenters for Tech Tuesdays and other small business workshops and classes.
- Participated in national JCEP Extension Leadership Conference – a 3-day conference held virtually this year.
- Participated in the New Mexico Grown Buyer and Producer orientation and meeting to assist a local farmer with his application to sell to local schools and senior programs;
- The FCS Agent attended the Extension Association of New Mexico Mid-year board meeting, which was held virtually. The meeting included planning for the upcoming State Conference, which is being hosted by District II and Quay County Extension Association, in Tucumcari in October 2021.
- Participated in the NMSU ACES Extension Innovative Programming In-service for February;
- Participated in an information meeting on the 4-H Healthy Habits Ambassador Program
- Participated in a National Extension Association of Family and Consumer Science Agents workshop on leadership development and opportunities
- Posted program opportunities and useful information on Facebook page and shared through email as possible;
- Received 18 one-on-one office visits and conducted 8 site visits

Total personal contacts by staff at the Quay County Extension Service for January – June 2021 was 11,364. Social Media contacts was 38,609 for a total 49,973.

Follow Us On:



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

FaceBook: <https://www.facebook.com/NMSUQuayCES>

RPHCA Program
Monthly Level of Operations Form

revised 7/7/15

Organization Name: Presbyterian Medical Services		Contract #	23169
Reporting Site: Quay County Family Health Center		Report Month/Year:	08/01/21
Action Plan Item		Actual Monthly Level	
Level of Operations	Total Number of Primary Care Encounters		476
	By Provider Type:		
	Physician Encounters		0
	Midlevel Practitioner Encounters		476
	Dentist Encounters		
	Dental Hygienist Encounters		
	Behavioral Health Encounters		
	All Other Licensed/Certified Provider Encounters		
	By Payment Source:		
	Sliding Fee Encounters - Medical/Behavioral Health		54
	Sliding Fee Encounters - Dental		
	Medicaid Encounters - Medical/Behavioral Health		155
	Medicaid Encounters - Dental		
	County Indigent Encounters		
	Other 3 rd Party Encounters		119
Medicare Encounters		142	
100% Self Pay (non-discounted/non-3 rd party) Encounters		6	
Unduplicated Number of Users	Total # of unduplicated users		243
	At or Below Poverty		130
	Between Poverty and 200% of Poverty		90
	Above 200% of Poverty		23
Staffing Level	Administrative Staff	3	
		Clinical FTEs	Admin FTEs
	Physicians		
	Certified Nurse Practitioners	2	
	Physician Assistants		
	Certified Nurse Midwives		
	Dentists		
	Dental Hygienists		
	Behavioral Health Professionals	1	
	Community Health Workers		
	Clinical Support Staff	3	
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		72,315
	Sliding Fee Revenues - Medical		-21,220
	Sliding Fee Revenues - Dental		0
	Medicaid Revenues - Medical		38,310
	Medicaid Revenues - Dental		0
	County Indigent Fund Revenues		0
	Other 3 rd Party Revenues		17,210
	Medicare Revenues		260
	100% Self Pay (non-discounted/non-3 rd party) Patient Revenues		-1,117
	Contracts/Grants Revenues (including RPHCA)		38,872
	Total Primary Care Expenditures		75,644
	Total Primary Care Charges		84,621
	Sliding Fee Discounts - Medical		9,557
Sliding Fee Discounts - Dental		0	
Prepared by: C Renee Hayoz		9/8/2021	

Clinic/Program Name: Quay County Family Health Center
Month Reported: August 2021

Monthly RPHCA Narrative Report

*Please provide brief but detailed information for the following questions. Answer all questions or mark N/A. **Remember: This document is used by the State to monitor your performance under the terms of our contract.***

1. **Please describe any changes in the types of services provided during the month reported. Describe any discussions about adding new services. Please comment on any changes to the following areas of service:** BH Interventionist was hired 8/9/21. She will begin to provide services to patients after training has been completed.

2. **Please describe any difficulties encountered in providing services during the month reported. What were the causes of the difficulties?** No difficulties in providing services.

3. **Were there any changes in the encounters ~~(+ or - 10%)~~ from the previous month reported? Please explain any causes for the changes.** There has been an increase of over 10% of encounters. Patient volume continues to increase with CNP Dean for both new and established patients as well as Pediatric patients.

4. **Please describe any changes in the staffing pattern (regardless of the position or the change in FTE). Note: Please keep this information CURRENT. List only current vacancies or changes in FTE. For example, if you made a change in FTE that was previously reported, there is no need to keep reiterating it.**
 A F/T 1.0 Behavioral Health Specialist started on 8/9/21. She will begin to see patients via provider referral once she has completed all of her trainings and approval by the state has been given.

5. **Please describe recruitment efforts for any positions. Which positions? What actions have been taken? Note: This information should be for current vacancies, or for upcoming vacancies that you are aware of. If a position remains open, you should continue to report what is being done in recruitment until the position is filled.**
 None. All positions at QCFHC have been filled. We may be looking to start recruitment for a TOC Customer Access Rep to assist with the increased amount of calls coming in and assisting with scanning, COVID vaccine events, etc.

6. **Were there any changes to the hours? Explain.** No changes were made to schedule. Hours continue to be Monday -Friday from 7:00 AM to 5:30 PM.

7. **What efforts did you make to collaborate with local and statewide entities?**
(*Examples: discussions with other agencies, formal & informal agreements, contact with DOH, Local partners. Community Stakeholders, etc.*) **Please describe any issues or problems you may have encountered with collaboration efforts.**
We continue to provide medical services to the inmates at the Quay Co Detention Center. Administrator is also on the Executive Board with the Quay Co Health Council.
8. **Please describe any methods for increasing clinic utilization that your program and staff are engaging in.** We are providing COVID testing Monday – Friday and COVID Vaccinations on Thursdays from 2-4 PM.
9. **Please describe the outreach activities your program and staff provided to the community during the month reported.** COVID Vaccines.
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.** No new funding has been received other then RPHCA funds.
11. **Please note the date of the last advisory board meeting AND THE AGENDA ITEMS DISCUSSED.** *Note: You do not need to send a copy of your meeting minutes, but you do need to give a brief recap of what was discussed at the last meeting. This information should stay the same until your next meeting occurs. Were there any changes of board members? What is the date of the next meeting?*

June 9, 2021

Dental Access

Behavioral Health

Recap of PMS Board Meeting

Advisory Board Member Engagement

Clinic Update

- Introduction of new CNP, Michelle Dean
- Televisits
- Staffing Levels
- Remodeling of MA stations, PPE overfill storage
- Quality Indicators
- Postcard Mailer
- Demand for COVID testing and vaccines

Home Visiting

- Enrollment Numbers
- Program Update

RPHCA Monthly Staffing Pattern

Month: **AUGUST**

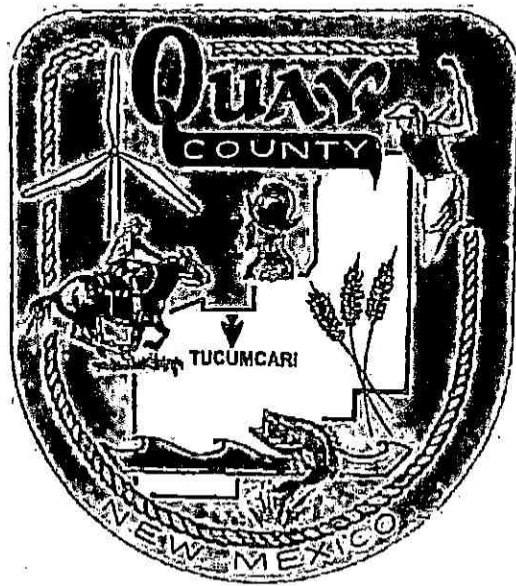
Site: QUAY COUNTY FAMILY HEALTH CENT

If you are using a Locum provider, please include them in your monthly staffing with their actual FTE for the month

[illegible]

2021 TAX RATES

S.D.#	RESIDENTIAL	NON-RESIDENTIAL	S.D. NAME
1.1	.024257	.028460	TUCUMCARI-IN
1.0	.020606	.020810	TUCUMCARI-OUT
19.1	.028284	.029041	HOUSE-IN
19.0	.022210	.022154	HOUSE-OUT
32.1	.030155	.028778	LOGAN-IN
32.0	.022505	.022505	LOGAN-OUT
34.1	.025872	.028412	SAN JON-IN
34.0	.020731	.020781	SAN JON-OUT
23/47	.022128	.022159	GRADY
33	.022505	.022505	NARA VISA
53	.019463	.019550	MELROSE
CATTLE		.01000	MESALANDS R .001796NR .003000
SHEEP & GOATS		.009649	ARCH HURLEY .005783
DAIRY CATTLE		.00500	UTE LAKE RANCH PID #2 .003 & .0108
EQUINE		.008466	



QUAY COUNTY
ASSESSOR
PROPERTY RE-
INSPECTION PLAN
FY 2020/2021

MISSION STATEMENT

The County Assessor is committed to serving the property owners of the county by complying with all state statutes and all New Mexico State Taxation and Revenue Department/Property Tax Division Rules and Regulations.

The Assessor will utilize the department budget and available county Property Valuation Program funds to pursue the Valuations and Maintenance program in order to successfully arrive at current and correct valuation throughout Quay County.

Our goal is to be fair and equitable by using the Three Approaches to value when possible within the parameters set by the current statutes and regulations set forth by the State of New Mexico as well as treating property owners with courtesy when explaining valuation procedures and informing them of their rights as taxpayers.

The following is a listing of the current employees and their job description:

Janie Hoffman	<i>Quay County Assessor</i>
James Kleinsasser	<i>Chief Deputy Assessor</i>
Ava Oldham	<i>Chief Data Specialist</i>
Rudy Blea	<i>Appraiser</i>

APPRAISAL

The appraisal staff is responsible for appraising and developing values for all properties in the county. Currently this office has one(1) appraiser who is responsible for processing all building permits and property transfer affidavits which all require filed inspections as well as conducting market land studies to determine current and correct values for vacant, residential and all commercially zoned land in the City of Tucumcari and the Villages of House, Logan, McAlister, Nara Visa, and San Jon.

Nevertheless, the appraisal staff has been successful in processing all 2020 property transfer affidavits and building permits. These tasks have been facilitated by instructing the staff in creating spreadsheet data bases to track and catalog tasks that they are responsible for completing in a timely manner.

The following is a listing of parcel counts for the county by School District (SD):

SD	Residential	Non-Residential	Total	Count
1	19,192,329	36,897,364	56,089,503	1779/4712
1.1	38,859,081	51,467,990	90,327,071	5063/2414
19	1,768,194	5,790,870	7,559,064	195/1773
19.1	490,901	679,824	1,170,725	93/136
23/47	300,284	754,763	1,055,047	23/211
32	3,624,942	20,948,309	24,573,251	147/1461
32.1	24,952,935	13,990,797	38,943,7432	2389/1275
33	1,109,189	11,243,634	12,352,823	181/1144
34	2,428,603	12,240,494	14,669,097	275/2222
34.1	1,107,442	2,063,932	3,171,374	217/305
53	697,431	4,086,656	4,784,087	97/751
			25,695,964	26869 total parcels

The staff will also the begin processing 2020 permits and affidavits as well as assisting the training the mobile home appraiser with field review of manufactured home on permanent foundations.

PROPERTY VALUATIONS MAINTENANCE PROGRAM

The Property Valuation Maintenance Program outlines the logistical plan that the Assessor's Office utilizes to achieve its goal of current and correct property values for Quay County.

- 7-36-16 Responsibility of County Assessors to determine and maintain current and correct value of property

A. County Assessors shall determine values of property for property taxation purposes in accordance the Property Tax Code [Articles 35 to 38 of Chapter 7 NMSA 1978] and the regulations, orders rulings and instructions the department.

The County Property Valuation fund is the source of revenue for the Property Valuation Program.

- 7-38-38. C the "County Property Valuation Fund" is created. All administrative charges deducted by the County Treasurer shall be distributed to the County Property Valuation Fund.
- 7-38-38. D Expenditures from the County property Valuation Fund shall be made pursuant to a property Valuation Program presented by the County Assessor and approved the majority of the County Commissioners.

The Assessor's good faith effort to comply with the regulatory guidelines requires maximum utilization of all program funding. Despite the present ongoing best effort, it is not possible to physically canvas all parcels each year with current staffing levels as well as processing building permits and residential property transfer declaration affidavits with all require filed inspections

The field element of this property will by performed by the Assessor's appraisal staff. This scope of activity occurs not only during this fiscal period, but over an extended period of time.

The 2021 Notice of value will go in the mail April 1, 2021. The Notices do reflect new value (permits), reappraised value through processingof residential affidavits and 3% being added to all property values except pasture and agriculture land values.

The Assessor's vehicle is an essential tool in the assessment process. A reliable vehicle is needed to safely transport employees to parcels throughout Quay County. Currently the Assessor's Office has sufficient dependable vehicle for the appraiser.

The Quay County Assessor's Office implements a program aimed at retaining certified professionals and experienced employees.

Technology is an essential aspect of the successful program of maintaining "current and correct" valuations throughout the county. We utilize the CAMA System we have provided by Tyler Technologies to assessor new construction. In the future this system will be used to great extend by our office.

MAPPING/ GJS

The mapping staff is responsible for processing all deeds; land splits mapping of new subdivisions and continuing to work toward a functional Geographic Information System (GIS). The program, directed by Mr. Rob McClelland, is essential for maintain and adding to maps which includes overlay of surveys for accuracy.

Janie Hoffman currently works all the deeds and completes the splits in AutoCad 2000, which Mr. McClelland downloads in ArcView.

The office received 783 deeds in 2020 which is approximately 65 deeds on average each month with approximately .5% or 3 deeds requiring drafting splits. These splits involve accurate and thorough research of hard copy records with include property record cards and survey plats.

MANUFACTURED (MOBILE) HOMES

Ms Ava Oldham is responsible for maintaining the records for 1330 manufactured homes in Quay County for the tax year 2020. This maintenance involves processing tax releases, requests from deactivation of titles and subsequent field review of homes places on permanent foundations. The date of the status of manufactured homes is current with ongoing search for homes that are not assessed.

PERSONAL PROPERTY

Mr. James Kleinsasser is responsible for the maintenance of 414 records for business Personal Property. The majority of these accounts are in the City of Tucumcari; consequently Mr. Kleinsasser works closely with the City and County Clerks by obtaining their database for business licenses and developing a mailing list. Mr. Kleinsasser also researches other areas of the county ensure that these businesses render their Personal Property.

LIVESTOCK

Ms. Ava Oldham, First Deputy, is responsible for assessing, valuing and maintaining the records for 972 for 2020. Livestock reports are received in a timely manner from the livestock inspectors and are also processed in a timely manner. The number of livestock in the county varies depending on the condition of grazing land and we have seen a severe decrease in our numbers the last three years in a row.

State of New Mexico
Taxation Revenue
Department
Property Tax Division



COUNTY 2020 SALES RATIO STUDY

Ratios	<u>Current vs Sale</u>	<u>Prior vs Sale</u>	<u>2003 vs Sale</u>
# of Sales	42	42	42
Minimum	77.565%	15.194%	0.543%
1st Quartile	93.433%	73.408%	22.543%
2nd Quartile / Median	97.556%	90.645%	52.583%
3rd Quartile	99.990%	112.024%	67.039%
4th Quartile / Maximum	138.687%	196.770%	116.100%
IQR (<i>InterQuartileRange</i>)	6.558%	38.616%	44.495%
Mean	98.025%	91.164%	47.394%
Median	97.556%	90.650%	52.580%
Total Absolute Difference	2.4467	11.7354	9.8548
COD	5.971%	30.823%	44.625%
Std Dev	9.900%	37.497%	29.840%
COV	10.099%	41.131%	62.962%
SUM of SALES	3,836,300	3,836,300	3,836,300
SUM of CURRENT	3,668,882		
SUM of PRIOR		3,097,021	
SUM of 2003			1,351,606
Wtd Mean	95.636%	80.729%	35.232%
PRD	102.498%	112.925%	134.519%

County's median ratio is 97.556%. A median ratio between 90% and 110% is within IAAO guidelines.

The COD for County is 5.971%. A COD between 5% and 10% is ideal.

The PRD for County is 102.498%. A PRD between 98% and 103% is within IAAO's guidelines.

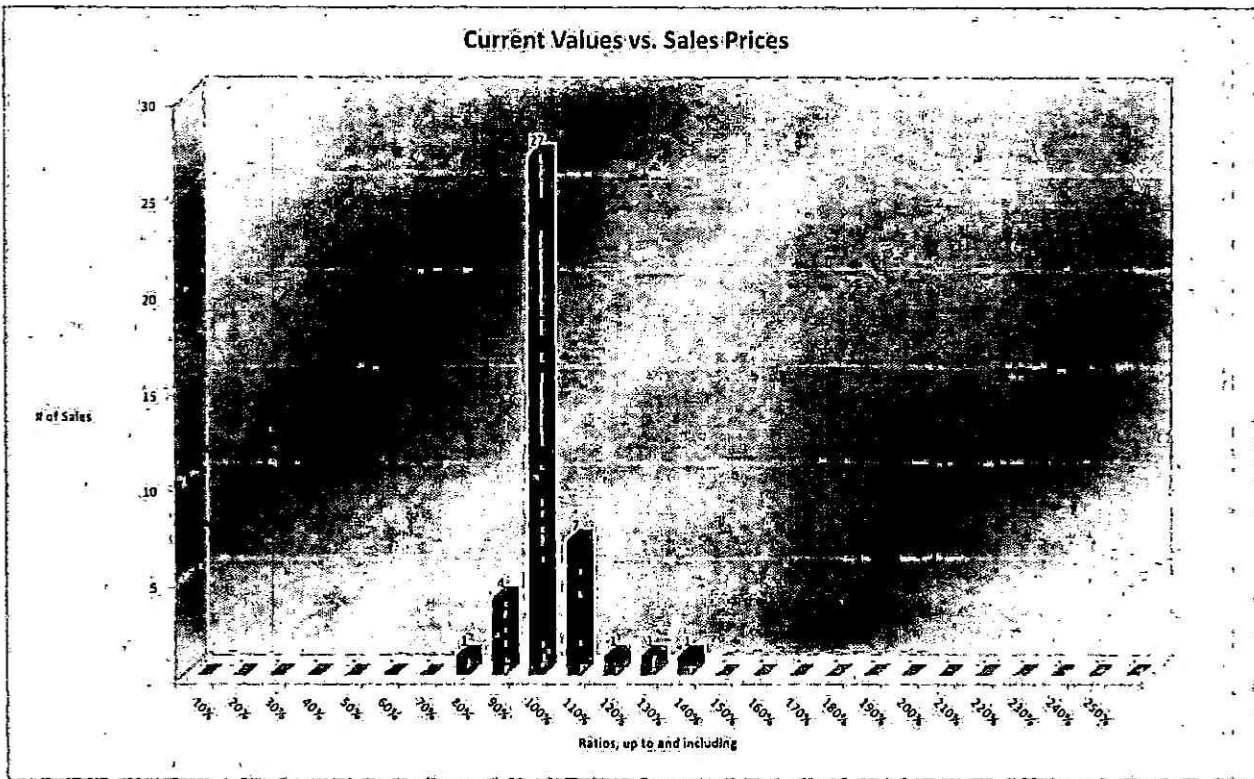
There are 0 ratios at 25% or less. These sales should be investigated further to determine the cause of the low ratios.

There are 0 ratios above 150%. These sales should also be investigated further.

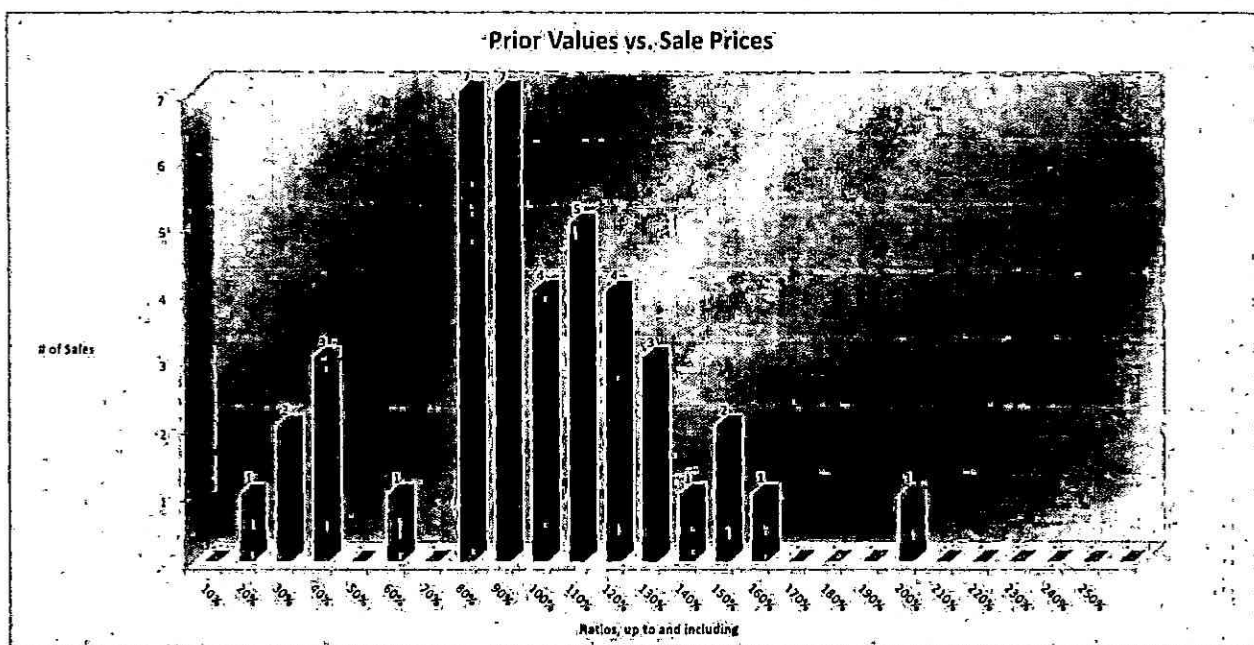
State of New Mexico
Taxation Revenue Department
Property Tax Division

COUNTY 2020 SALES RATIO DISTRIBUTION

Current Values vs. Sales Prices



Prior Values vs. Sale Prices



**State of New Mexico
Taxation Revenue
Department
Property Tax Division**



QUAY COUNTY 2021 SALES RATIO

Ratios	<u>Current vs Sale</u>	<u>Prior vs Sale</u>	<u>2003 vs Sale</u>
# of Sales	36	36	35
Minimum	87.315%	38.089%	1.640%
1st Quartile	97.600%	86.586%	44.757%
2nd Quartile / Median	98.813%	108.237%	60.968%
3rd Quartile	99.889%	151.254%	90.027%
4th Quartile / Maximum	127.394%	344.480%	187.240%
IQR (<i>InterQuartileRange</i>)	2.290%	64.669%	45.270%
Mean	100.099%	119.754%	69.302%
Median	98.813%	108.240%	60.970%
Total Absolute Difference	1.3794	14.4007	9.4526
COD	3.878%	36.957%	44.296%
Std Dev	7.797%	57.990%	38.401%
COV	7.789%	48.424%	55.411%
SUM of SALES	2,706,792	2,706,792	2,706,792
SUM of CURRENT	2,681,013		
SUM of PRIOR		2,743,667	
SUM of 2003			1,175,517
Wtd Mean	99.048%	101.362%	43.428%
PRD	101.061%	118.144%	159.577%

County's median ratio is 98.813%. A median ratio between 90% and 110% is within IAAO guidelines.

The COD for County is 3.878%. While a COD below 5% appears to be very good, in many cases a very low COD could be an indication of sale chasing.

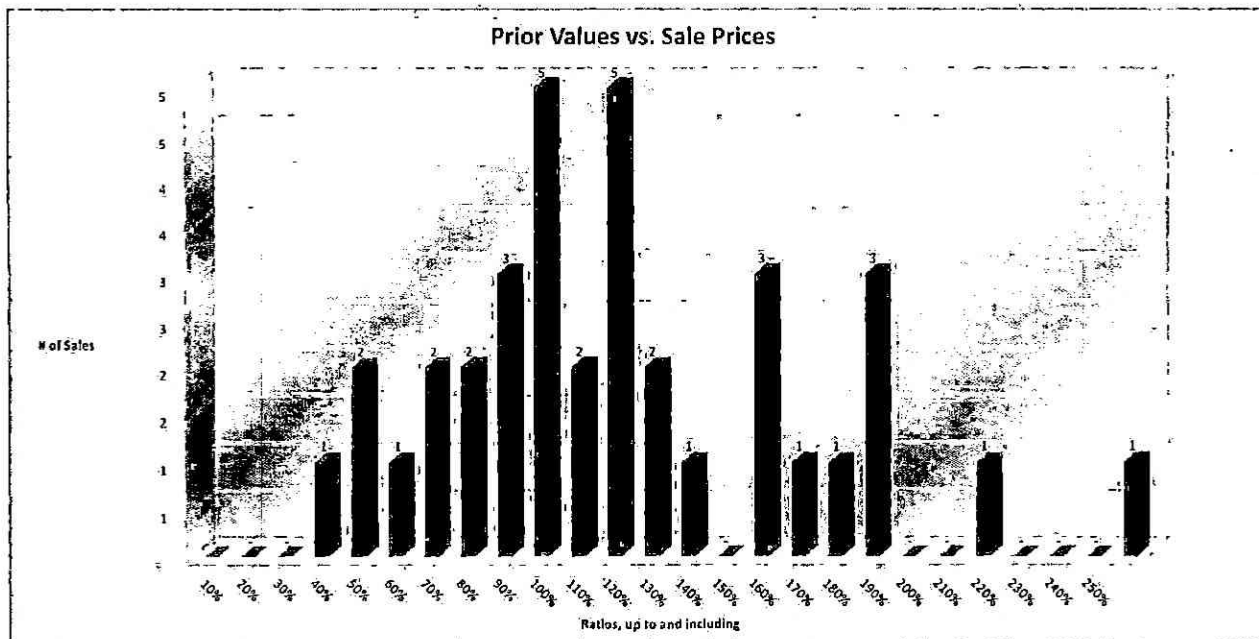
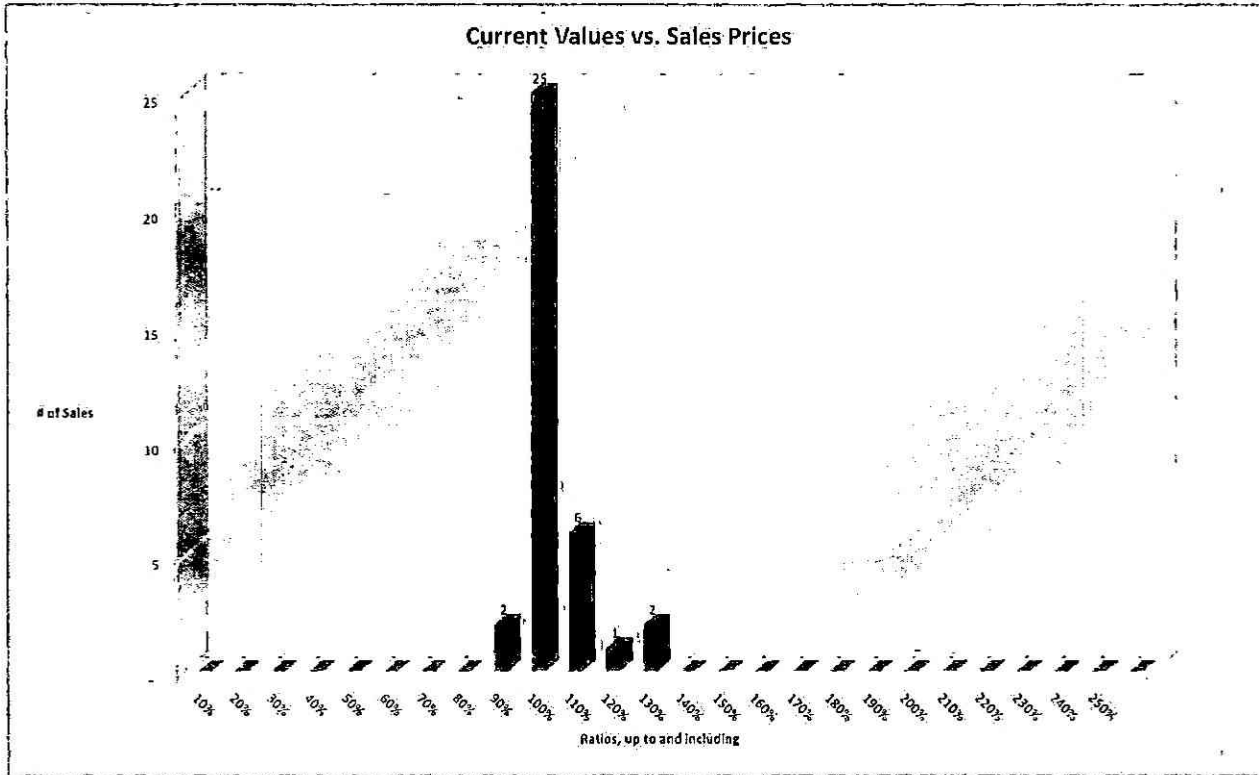
The PRD for County is 101.061%. A PRD between 98% and 103% is within IAAO's guidelines.

There are 0 ratios at 25% or less. These sales should be investigated further to determine the cause of the low ratios.

There are 0 ratios above 150%. These sales should also be investigated further.

State of New Mexico
Taxation Revenue Department
Property Tax Division

QUAY COUNTY 2021 SALES RATIO DISTRIBUTION



APPLICATION FOR FY22 FIRE PROTECTION GRANT
Applications will be accepted from July 15, 2021 to September 15, 2021

The New Mexico Fire Protection Grant Council has made the following changes to the FY22 grant process

Two types of Grant Applications

1. Individual Department Grant
2. County-Wide Project Grant

Eligibility

1. All fire departments currently certified and funded by the New Mexico State Fire Marshal's Office are eligible to apply for an **Individual Department Grant**.
2. County Administrative Offices having administrative responsibility for more than one district/department may apply for a **County-wide Project Grant** as long as **each district within the County** is compliant with the requirements of the grant application, (i.e., NFIRS, Pump Tests, etc.). The county-wide project must benefit all the departments within the County. Note: A County Administrative Office applying for a grant does not prevent departments within the County from applying for an **Individual Department Grant**.
3. Grant applications must not be contingent on another grant award.
4. Joint applications will not be considered.
5. Only one grant application per jurisdiction may be submitted.
6. Any fire department that is awarded a grant and consequently loses its qualification to participate in the Fire Protection Funding process shall return the apparatus and/or equipment to the State Fire Marshal for redistribution as per 59A-53 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC.

Maximum Award

1. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$200,000** for the following projects:
 - Facility construction
 - Major facility improvements
 - Land acquisition
 - Single large infrastructure project
 - Structural Apparatus
2. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$100,000** for all other critical needs, but only one single project will be awarded.

Costs exceeding the grant amount shall be the responsibility of the local government. State fire funds may be used for this purpose with approval from the New Mexico State Fire Marshal's Office.

Signatures/Commitment of Funds

The Fire Chief and the County or Municipality's Fiscal Agent (CFO or designee) shall sign the application indicating a commitment to comply with the procurement and reporting requirements of the award. In addition, the Fiscal Agent shall sign the Fiscal Agent's Commitment Statement indicating a commitment of these funds for the awarded project and a commitment of the matching funds. Applications submitted without all signatures will not be considered.

MINIMUM REQUIREMENTS

NFIRS Reporting

All applicants shall be in compliance with the reporting requirements of the New Mexico State Fire Marshal's Office utilizing the National Fire Incident Reporting System (NFIRS) as per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Applicants with delinquent NFIRS reports for the period of **July 2018 to June 2019** at the time the application period closes will not be considered.

Pump Testing

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the applicants must provide evidence that apparatus pump tests are conducted on each apparatus with rated fire pumps by documenting results in a Pump Test Data Log and verified in an Affidavit signed by the Fire Chief and notarized.

- All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements.
- A **Pump Test Data Log** must be completed as part of the application.

• A notarized Affidavit signed by the Fire Chief must be uploaded with the application. The Affidavit is to verify that three years of pump test records exist for each apparatus with a rated fire pump, are on file with the department and are available for SFMO inspection upon request. A .pdf file of the Affidavit is available on the Grant website and must be uploaded with the application. Note: Notary signature and seal must be clear and legible. **Falsified affidavits may result in forfeiture of funds and future grant consideration.**

CRITICAL NEEDS – Departments may apply for **only one project** in only one critical needs category listed below:

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

ADDITIONAL INFORMATION

1. Awards may be subject to audit and could result in forfeiture of funds and future grant consideration if non-compliance is determined.

2. All the information contained in the application is carefully reviewed and considered. In addition to general information and data provided, thorough and clear narrative responses are critical to helping reviewers understand the needs of the department relative to the request.
3. Apparatus purchased with grant funds must meet the current NFPA standards and will be inspected for acceptance.
4. Awards are contingent upon approval of specifications by the State Fire Marshal's Office.
5. For apparatus applications, the department must have the capability to immediately house apparatus properly. NFPA listed equipment may be included with the purchase of apparatus.
6. **Preliminary project specifications, (i.e., scope of work, concept drawings) must be submitted with the application. Applications submitted without preliminary project specifications will not be considered. Applicants are encouraged to contact the SFMO for guidance on what is required by NFPA or ISO prior to submitting.**
7. A Completion Checklist is provided to assist with ensuring that each application requirement has been addressed.

SELECTION CRITERIA

Applications will be placed in consideration categories meeting specific criteria as follows:

Category A

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application).
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 10, 9, 8, 7

Category B

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category C

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 10, 9, 8, 7

Category D

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category E

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC)
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is not a Critical need

Category F

- Non-compliant (will not be considered for a grant)

CRITICAL NEEDS

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

Applications may be completed on the website at <http://www.nmprc.state.nm.us/state-firemarshal/firegrant-council/index.html> .

For additional information, please contact Randy Varela, Deputy Fire Marshal Fire Service Support Bureau at 505-709-8150 or visit the New Mexico State Fire Marshal's Office web page <http://www.nmprc.state.nm.us/state-firemarshal/firegrant-council/index.html> .

ACKNOWLEDGEMENT/SIGNATURES

Name of Department/District: Bard-Endee	County: Quay
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Name of Fire Chief (please print) Donald Adams	Signature of Fire Chief <i>Donald Adams</i>	Date 9/13/21
Name/Title of County/Municipal Fiscal Agent (please print) Franklin McCasland - Chairman	Signature of Fiscal Agent <i>Franklin McCasland</i>	Date 9/13/21

Mailed, Emailed, or Faxed applications **will not** be accepted.

This application may be downloaded from the following website: <http://www.nmprc.state.nm.us/sfm.htm>

**Please answer all questions in this application.
Incomplete applications will not be considered.**



GENERAL INFORMATION	
Grant Request Type	Individual Department
Fire Department ID Number (using NFIRS identifier)	37007
Fire Department Name	Bard-Endee
Fire Chief Name	Donald Adams
Insurance Services Office (ISO) Rating	8
County	Quay Rural
What kind of organization is your fire department?	Volunteer
How many stations are in your organization?	
Main	2
Substations	1
Admin	0
Type of community your organization serves Based on population density	Rural
Mailing Address	
Address	1097 Rt. 66
City	Bard
State	NM
Zip Code	88411
Phone number	(575) 576-2233
Email address	bardendee@yahoo.com
Name of Person Completing this application?	Donald Adams
Are you a fire department member?	Yes
How many firefighters?	22
How many are FF-I Certified?	6
How many are FF-II Certified?	2

BUDGET INFORMATION	
What is your fire departments operating budget, including personnel costs, for your current fiscal year?(in dollars)	\$122,750.00
What is the current Protection Fire Fund distribution?	\$179,840.00
What is the approved total carryover balance, if any, of Protection Fire Funds maintained by the department?	\$151,613.48
What was the purpose of the approval carryover?	Carryover Was A Approved And Is Incumbered On A Type 4 Wildland Engine.
What percentage of your annual operating budget is derived from:	
Taxes?	0%
Grants?	0%
State Fire Marshal Funds?	100%
Donations?	0%
Fund Drives?	0%
Fee For Service?	0%
Others?	0%
Please Explain (For 'Others')	0

COMMUNITY INFORMATION

Name of Community Protected? Bard, Endee, Glenrio, and Frost	Number of commercial buildings protected in fire district? 6
Number of homes protected in fire district? 103	What is the permanent resident population of the community you serve? 256
Do you have formal automatic aid or mutual aid agreements?: Yes	
List adjacent automatic aid fire districts (with written agreements)	
S.No	Automatic Aide Fire Districts
1	Porter Fire Department

RESPONSE HISTORY IN THE LAST YEAR

What is your call volume for the past year? (from last year July 1st to this year June 30th)	9			
How many responses per category?				
Structure Fire (IT 110-118, 120-123) 0	Hazardous Condition (IT 400-482) 0	Vehicle Fire (IT 130-138) 3	Service Calls (IT 500-571) 0	Vegetation Fire (IT 140-143) 4
Good Intent Calls (IT 600-671) 0	EMS (IT 300-323) 2	False Calls (700-751) 0	Rescue (IT 331-381) 0	Other 0

WATER AVAILABILITY

Community hydrant system ? No	Total capacity of available water storage(in gallons) 108,000.00	Water storage tank with fire hydrant @ station Yes
Describe additional water source(s):		
S.No	Source	Capacity(in gallons)
1	-	-

TRAINING

Average # of training hours per Firefighter per year : 18	
How many training opportunities has this department offered in the last calendar year?	
Training Details	Supporting Document
2020-21 Trainings held	BE FPG FY22 Trainings.pdf

APPARATUS

Apparatus is part of the Project?
Yes
Are pump test conducted annually on apparatus?
Yes
Explain if not tested properly:
0

PUMP TESTING

Apparatus ID	Vehicle Identification	License Plate	GPM	Test Date	Pass/Fail	Comments
E-22	44KET4281LWZ23322	08639G	1500	05/30/2021	PASS	
E-12	2NPRH8X38M763720	G75110	1250	05/30/2021	PASS	
E-13	1HTWEAAR1BJ318353	G81419	1250	05/30/2021	PASS	
E-2	1GDM7D1GOHV537770	G13832	1000	05/30/2021	PASS	

T-20	3HTJGKT4FN529236	G94041	1000	05/30/2021	PASS	
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COMMUNICATION EQUIPMENT

Communications is part of the Project ?

No

HAZARDS/THREATS

Describe the threat to the community: (i.e., fuel storage bulk plants, railroads, high hazard occupancies, etc.)

Hazard Type	Hazard Detail
Semi-Transports	Large tankers carrying Gas, Diesel ,L.P. Gas down I-40 one of the busiest highways in the U.S.
Pipelines	13.5 miles of several high pressure pipe lines carrying diesel, gas, aviation fuel running east to west through our district
Government Transports	Several trucks going west to east and east to west coming out of Pantex and other government labs carrying Nuclear or bomb materials.
Interstate 40	We have 13.5 miles of I-40 running thru our district with every thing imageable going east to west and west to east. This is one of the busily interstate in the nation semi-trucks and people pulling large campers that's never pull anything before hauling butt in a hurry.

CURRENT PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE is part of the Project ?

No

EQUIPMENT NEEDS

List in **priority order**, and explain the equipment needs of your department and the total costs of fulfilling the needs.

Priority Order #	Priority Category	Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	Apparatus		Tanker/Tender	1	\$300,735.00
					Total: \$300,735.00

What (specifically) will you purchase if awarded this grant?:

If awarded the Fire Protection Grant Bard-Endee Fire Department will purchase a 3000 gallon NFPA compliant tender.

Will fulfilling this need impact your organization's ISO rating?:

Yes

Please explain:

Bard-Endee is still working to obtain and ISO Fire Protection Class 7 rating. During our most recent NMSFMO inspection the condition of one of the departments tractor-trailer style tankers was determined to be unlikely to ever be able to meet NFPA, due to the tanker trailer being a military surplus trailer. The trailer doesn't have the compartment space for much of the required equipment i.e. portable tank and a rated fire pump. As we are a very rural department we have to rely on water shuttle operation. A new tender equipped with dump chute, an automatic transmission will let all trained members be able to operate it. By replacing a non-NFPA compliant tend for a NFPA compliant tender we believe that it will benefit the department and the community but giving the department one more piece to obtaining and ISO 7 rating.

GRANT FUNDING JUSTIFICATION

Financial Need: In this section, describe the department's current funding issues. Does the department currently have debt? If so, describe. Does the department have Fire Protection carry-over funds? If so, for what purpose and are any of the carryover funds being used to assist in the proposed grant project/purchase(s)? How will the department satisfy the amount in excess of the funds awarded to complete the project?

Bard-Endee is a department that is completely funded by the Fire Protection Fund. At the present time we have a yearly debt of \$17,118 to the New Mexico Finance Authority. We carried over \$151,613.48 from FY 2021 but that money is incumbered to purchase a Type 4 Wildland Engine that was ordered April 2021. Any costs over the requested grant amount will be satisfied with monies from the Fire Protection Fund.

Problem: Describe in detail, the problem the department or county is addressing with this grant request and the impact on effective service delivery.

Bard-Endee is working towards obtaining an ISO 7, to get there having a larger tender at every station is critical to this plan. By awarding this grant it would allow the department to replace a military surplus tanker trailer with a NFPA compliant apparatus. This NFPA compliant apparatus would give the department more points for apparatus and fire flow. The tanker the department intends to replace with this apparatus currently requires a department member with a CDL to operate. By funding this grant application it will allow more department members to operate this apparatus and thus make it more beneficial to the department and the community we serve.

Benefit to the Community: Describe in detail, how the community served will be impacted by this award.

The greatest benefit to the community would be to lower our ISO rating from a 8b to a 7. The increase funding also would be a benefit as well. This would allow the department to continue to update apparatus, tools and safety equipment.

Consequences: Describe how the department will address the problem described above if this request is not funded.

If not funded this will delay the implementation of the departments plan to have a tender at every station. Thus in turn will delay the department from reaching an ISO 7 rating, and the department will have to save funds and apply for a NMFA loan to allow for the purchase of the apparatus. Having to do this may put off this plan by as much as 5 to 7 years.

PROJECT BUDGET SHEET

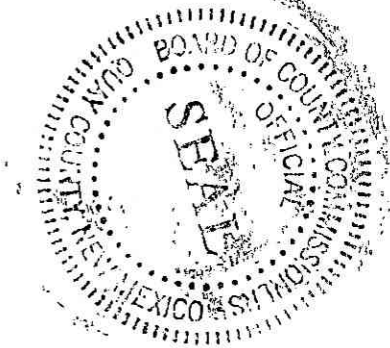
Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	Apparatus	Tanker/Tender	1	\$300,735.00
				Total: \$300,735.00

Project Cost	\$300,735.00
Total Cost of Equipment	\$300,735.00
Grant amount requested	\$300,000.00
Total amount the Department is responsible for	\$735.00
Stipends, Recruiting, Retention and Education Cost	\$0.00

FISCAL AGENT COMMITMENT STATEMENT

I, as fiscal agent for the Bard-Endee department, certify that the funds are committed to the project for which this application is submitted.

Franklin McCasland Chairman
 Name of County/Municipal Fiscal Agent (please print) Title
Franklin McCasland 9/13/21
 Signature of County/Municipal Fiscal Agent Date



FY 21 Revision to the application rules for Pump Testing validation.

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the New Mexico Fire Protection Grant Council is requiring apparatus pump tests be conducted on each apparatus with rated fire pumps with the apparatus pump test form and affidavit completed or the actual pump test records submitted with the application. All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The Pump Test Data Log may be used in lieu of the actual pump records, but the affidavit must be signed, notarized, and accompany the application

Affidavit of Completed Annual Pump Tests

I, the undersigned Fire Chief of the BARD-ENDEE Fire Department, hereby confirm that I have read the foregoing pump test requirements and the pump tests have been completed in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The information attested to, by the Fire Chief, is true and complete and assume the obligation for my qualifications to the New Mexico Fire Protection Grant Council.

Fire Chief Signature: Donald Adams

Fire Chief Printed Name: DONALD ADAMS

Date: 9/13/21

NOTARY

(Signature and seal must be clear and legible)

County of Quay

State of NM

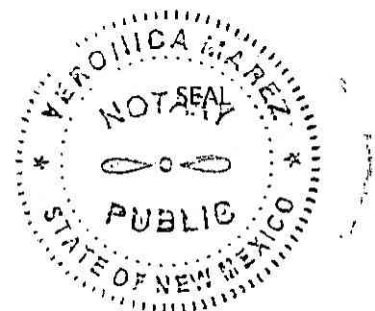
Subscribed and sworn to before me this 13 day of September 2021
by DONALD ADAMS

having proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to within this instrument and acknowledged to me that he/she executed the same in his/her authorized capacity.

WITNESS my hand and official seal

Monica Marquez
Notary Signature

My Commission Expires: 12/16/2021



New Mexico Fire Protection Grant

APPLICATION FOR FY22 FIRE PROTECTION GRANT
Applications will be accepted from July 15, 2021 to September 15, 2021

The New Mexico Fire Protection Grant Council has made the following changes to the FY22 grant process

Two types of Grant Applications

1. **Individual Department Grant**
2. **County-Wide Project Grant**

Eligibility

1. All fire departments currently certified and funded by the New Mexico State Fire Marshal's Office are eligible to apply for an **Individual Department Grant**.
2. County Administrative Offices having administrative responsibility for more than one district/department may apply for a **County-wide Project Grant** as long as **each district within the County** is compliant with the requirements of the grant application, (i.e., NFIRS, Pump Tests, etc.). The county-wide project must benefit all the departments within the County. Note: A County Administrative Office applying for a grant does not prevent departments within the County from applying for an **Individual Department Grant**.
3. Grant applications must not be contingent on another grant award.
4. Joint applications will not be considered.
5. Only one grant application per jurisdiction may be submitted.
6. Any fire department that is awarded a grant and consequently loses its qualification to participate in the Fire Protection Funding process shall return the apparatus and/or equipment to the State Fire Marshal for redistribution as per 59A-53 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC.

Maximum Award

1. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$200,000** for the following projects:
 - Facility construction
 - Major facility improvements
 - Land acquisition
 - Single large infrastructure project
 - Structural Apparatus
2. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$100,000** for all other critical needs, but only one single project will be awarded.

Costs exceeding the grant amount shall be the responsibility of the local government. State fire funds may be used for this purpose with approval from the New Mexico State Fire Marshal's Office.

Signatures/Commitment of Funds

The Fire Chief and the County or Municipality's Fiscal Agent (CFO or designee) shall sign the application indicating a commitment to comply with the procurement and reporting requirements of the award. In addition, the Fiscal Agent shall sign the Fiscal Agent's Commitment Statement indicating a commitment of these funds for the awarded project and a commitment of the matching funds. Applications submitted without all signatures will not be considered.

MINIMUM REQUIREMENTS

NFIRS Reporting

All applicants shall be in compliance with the reporting requirements of the New Mexico State Fire Marshal's Office utilizing the National Fire Incident Reporting System (NFIRS) as per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Applicants with delinquent NFIRS reports for the period of **July 2018 to June 2019** at the time the application period closes will not be considered.

Pump Testing

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the applicants must provide evidence that apparatus pump tests are conducted on each apparatus with rated fire pumps by documenting results in a Pump Test Data Log and verified in an Affidavit signed by the Fire Chief and notarized.

- All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements.
- **A Pump Test Data Log** must be completed as part of the application.

- **A notarized Affidavit** signed by the Fire Chief must be uploaded with the application. The Affidavit is to verify that three years of pump test records exist for each apparatus with a rated fire pump, are on file with the department and are available for SFMO inspection upon request. A .pdf file of the Affidavit is available on the Grant website and must be uploaded with the application. Note: Notary signature and seal must be clear and legible. **Falsified affidavits may result in forfeiture of funds and future grant consideration.**

CRITICAL NEEDS – Departments may apply for **only one project** in only one critical needs category listed below:

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

ADDITIONAL INFORMATION

1. Awards may be subject to audit and could result in forfeiture of funds and future grant consideration if non-compliance is determined.

2. All the information contained in the application is carefully reviewed and considered. In addition to general information and data provided, thorough and clear narrative responses are critical to helping reviewers understand the needs of the department relative to the request.
3. Apparatus purchased with grant funds must meet the current NFPA standards and will be inspected for acceptance.
4. Awards are contingent upon approval of specifications by the State Fire Marshal's Office.
5. For apparatus applications, the department must have the capability to immediately house apparatus properly. NFPA listed equipment may be included with the purchase of apparatus.
6. **Preliminary project specifications, (i.e., scope of work, concept drawings) must be submitted with the application. Applications submitted without preliminary project specifications will not be considered. Applicants are encouraged to contact the SFMO for guidance on what is required by NFPA or ISO prior to submitting.**
7. A Completion Checklist is provided to assist with ensuring that each application requirement has been addressed.

SELECTION CRITERIA

Applications will be placed in consideration categories meeting specific criteria as follows:

Category A

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application).
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 10, 9, 8, 7

Category B

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category C

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 10, 9, 8, 7

Category D

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category E

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC)
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is not a Critical need

Category F

- Non-compliant (will not be considered for a grant)

CRITICAL NEEDS

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

Applications may be completed on the website at <http://www.nmprc.state.nm.us/state-firemarshal/firegrant-council/index.html> .

For additional information, please contact Randy Varela, Deputy Fire Marshal Fire Service Support Bureau at 505-709-8150 or visit the New Mexico State Fire Marshal's Office web page <http://www.nmprc.state.nm.us/state-firemarshal/fire-grant-council/index.html> .

ACKNOWLEDGEMENT/SIGNATURES

Name of Department/District: Quay	County: Quay
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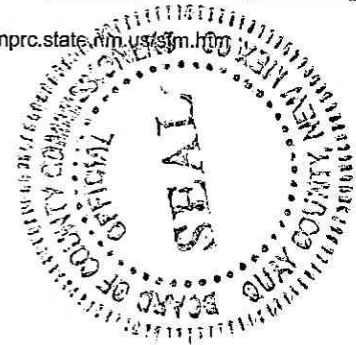
Department Name: Quay County: Quay ISO Rating: 8

Name of Fire Chief (please print) Gerald Hight	Signature of Fire Chief <i>Gerald Hight</i>	Date 9/13/21
Name/Title of County/Municipal Fiscal Agent (please print) Franklin McCasland Notary	Signature of Fiscal Agent <i>Franklin McCasland</i>	Date 9/13/21

Mailed, Emailed, or Faxed applications **will not** be accepted.

This application may be downloaded from the following website: <http://www.nmproc.state.nm.us/sym.htm>

**Please answer all questions in this application.
Incomplete applications will not be considered.**



GENERAL INFORMATION

Grant Request Type	Individual Department
Fire Department ID Number (using NFIRS identifier)	37061
Fire Department Name	Quay
Fire Chief Name	Gerald Hight
Insurance Services Office (ISO) Rating	8
County	Quay Rural
What kind of organization is your fire department?	Volunteer
How many stations are in your organization?	
Main	1
Substations	0
Admin	0
Type of community your organization serves Based on population density	Rural
Mailing Address	
Address	4314 Quay Road 50.4
City	Tucumcari
State	NM
Zip Code	88401
Phone number	(575) 487-2002
Email address	ghight@plateautel.net
Name of Person Completing this application?	Lucas Bugg
Are you a fire department member?	No
How many firefighters?	20
How many are FF-I Certified?	0
How many are FF-II Certified?	0

BUDGET INFORMATION

What is your fire departments operating budget, including personnel costs, for your current fiscal year?(in dollars)	\$55,872.00
What is the current Protection Fire Fund distribution?	\$76,431.00
What is the approved total carryover balance, if any, of Protection Fire Funds maintained by the department?	\$153,718.24
What was the purpose of the approval carryover?	Carryover Was Approved For Saving To Replace Class A Pumper.
What percentage of your annual operating budget is derived from:	
Taxes?	0%
Grants?	0%
State Fire Marshal Funds?	100%
Donations?	0%
Fund Drives?	0%
Fee For Service?	0%
Others?	0%
Please Explain (For 'Others')	0

COMMUNITY INFORMATION

Name of Community Protected? Quay	Number of commercial buildings protected in fire district? 2
Number of homes protected in fire district? 75	What is the permanent resident population of the community you serve? 167
Do you have formal automatic aid or mutual aid agreements?: Yes	
List adjacent automatic aid fire districts (with written agreements)	

RESPONSE HISTORY IN THE LAST YEAR				
What is your call volume for the past year? (from last year July 1st to this year June 30th)				6
How many responses per category?				
Structure Fire (IT 110-118, 120-123) 1	Hazardous Condition (IT 400-482) 0	Vehicle Fire (IT 130-138) 0	Service Calls (IT 500-571) 0	Vegetation Fire (IT 140-143) 3
Good Intent Calls (IT 600-671) 0	EMS (IT 300-323) 1	False Calls (700-751) 0	Rescue (IT 331-381) 1	Other 0

WATER AVAILABILITY		
Community hydrant system ? No	Total capacity of available water storage(in gallons) 18,000.00	Water storage tank with fire hydrant @ station Yes
Describe additional water source(s):		
S.No	Source	Capacity(in gallons)
1	Stock Tanks throughout district	100000

TRAINING	
Average # of training hours per Firefighter per year : 12	
How many training opportunities has this department offered in the last calendar year?	
Training Details	Supporting Document
2021 Trainings	FPG 22 Training logs.pdf

APPARATUS	
Apparatus is part of the Project?	
Yes	
Are pump test conducted annually on apparatus?	
Yes	
Explain if not tested properly:	
0	

PUMP TESTING						
Apparatus ID	Vehicle Identification	License Plate	GPM	Test Date	Pass/Fail	Comments
44	1FVDCXBS5ADAT8891	G79866	250	03-06-2020	PASS	
45	1FYDBXAK43HM08144	G57657	1000	06-15-2020	PASS	
47	1FVHCYCXHHJB1422	G98171	1000	03-06-2020	PASS	

COMMUNICATION EQUIPMENT

Communications is part of the Project ?

No

HAZARDS/THREATS

Describe the threat to the community: (i.e., fuel storage bulk plants, railroads, high hazard occupancies, etc.)

Hazard Type	Hazard Detail
State Highway	The Quay Fire District has a NM State Highway that runs through the district.
Bulk Fuel Storage	Ranches throughout the district have bulk fuel storage on site.
Bulk Chemical Storage	Ranches within the district have chemical storage for herbicides, pesticides and fertilizers.

CURRENT PERSONAL PROTECTIVE EQUIPMENT (PPE)
PPE is part of the Project ?

Yes

Are all PPE inspected annually per NFPA 1851?

Yes

STANDARD COMPLIANT PPE

Year	Qty	Age (years)	Condition
2004	12	17	Fair

Pressure :

STANDARD COMPLIANT SCBA

Year	Qty	Age (years)	Condition
2004	8	17	Fair

EQUIPMENT NEEDS

List in **priority order**, and explain the equipment needs of your department and the total costs of fulfilling the needs.

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	SCBA and or Cylinders	Regulator	8	\$52,720.00
2	SCBA and or Cylinders	Bottles	16	\$17,984.00
3	SCBA and or Cylinders	Face Piece	8	\$2,312.00
4	PPE	Structural	8	\$19,280.00
				Total: \$92,296.00

What (specifically) will you purchase if awarded this grant?:

If awarded the grant, the department will purchase new PPE to better protect our members. This includes 8 new sets of bunker gear and 8 new SCBAs.

Will fulfilling this need impact your organization's ISO rating?:

Yes

Please explain:

By fulfilling these needs it will allow the department members to complete more SCBA training, which would raise the total number of company training hours completed per member per year. In addition to the added training hours the new SCBAs and PPE clothing will add to the ISO points. The SCBAs and extra cylinder points alone are worth 120 points on Pumper Equipment and Hose.

GRANT FUNDING JUSTIFICATION

Financial Need: In this section, describe the department's current funding issues. Does the department currently have debt? If so, describe. Does the department have Fire Protection carry-over funds? If so, for what purpose and are any of the carryover funds being used to assist in the proposed grant project/purchase(s)? How will the department satisfy the amount in excess of the funds awarded to complete the project?

Quay Fire District is solely funded by the Fire Protection Fund. Currently the department has a loan through NMFA for Wildland Apparatus. The loan payments are over \$22,000.00 per year and with the rising cost of PPE, Equipment, and Apparatus it leave roughly \$55,000.00 for the department to operate on. For the last several years the Quay Fire District has been accruing carryover funds for the eventual replacement of their Class A Pumper. Currently the department has \$153,718.24 to help purchase a Class A Pumper when the time comes. The carryover monies at this point would only cover half of the cost of a new apparatus of similar style to the current Class A Pumper. With the current FPG maximum of \$150,000.00, the application of Quay Fire District is below the maximum and will not have an excess amount to matched by the department.

Problem: Describe in detail, the problem the department or county is addressing with this grant request and the impact on effective service delivery.

With Quay Fire District having a single main station the dollar amount to replace 8 sets of bunker gear and 8 SCBA's would take at least 3 Fire Protection Fund distributions to be able to purchase this same amount of PPE. This takes into consideration normal departmental expenses, but does not figure in the likely rise in cost of PPE over the next several years. The safety and well being of the department members while performing fire ground and suppression operations is of the utmost importance, while trying to be compliant with all NFPA standards.

Benefit to the Community: Describe in detail, how the community served will be impacted by this award.

Quay Fire District is using SCBA's that were purchased with the departments Current Class A Pumper. These SCBA's are out dated and and currently did not pass the NMSFMO Fire Service Inspection. SCBA replacement was at the top of the list of items on the Action Plan submitted to the NMSFMO post inspection. Along with SCBAs, Structural PPE Clothing was a deficiency found in the inspection, the department can not justify replacing all of its PPE at once. But by replacing the oldest first it creates a cycle that is more feasible to continue the replacement of PPE. The department having new and up to date PPE that includes SCBAs and structural PPE will allow the department members to be better trained and have more confidence that the equipment that they are using is not obsolete.

Consequences: Describe how the department will address the problem described above if this request is not funded.

Consequences of not receiving this grant will be that it would potentially take the Quay Fire District up to 5 years to purchase these items in small numbers each year to replace the PPE requested in this grant. Also by doing this it would also prolong the replacement of it's Class A Pumper, by several years because of the amount of its budget would be used by replacing PPE.

PROJECT BUDGET SHEET

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	SCBA and or Cylinders	Regulator	8	\$52,720.00
2	SCBA and or Cylinders	Bottles	16	\$17,984.00
3	SCBA and or Cylinders	Face Piece	8	\$2,312.00
4	PPE	Structural	8	\$19,280.00
				Total: \$92,296.00

Project Cost	\$92,296.00
Total Cost of Equipment	\$92,296.00
Grant amount requested	\$92,296.00
Total amount the Department is responsible for	\$0.00
Stipends, Recruiting, Retention and Education Cost	\$0.00

FISCAL AGENT COMMITMENT STATEMENT

I, as fiscal agent for the _____ department, certify that the funds are committed to the project for which this application is submitted.

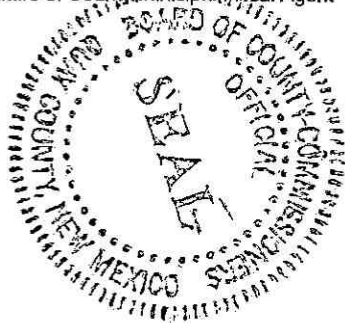
Franklin McCasland
Name of County/Municipal Fiscal Agent (please print)

Notary
Title

Franklin McCasland
Signature of County/Municipal Fiscal Agent

9-13-21

Date



FY 21 Revision to the application rules for Pump Testing validation.

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the New Mexico Fire Protection Grant Council is requiring apparatus pump tests be conducted on each apparatus with rated fire pumps with the apparatus pump test form and affidavit completed or the actual pump test records submitted with the application. All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The Pump Test Data Log may be used in lieu of the actual pump records, but the affidavit must be signed, notarized, and accompany the application

Affidavit of Completed Annual Pump Tests

I, the undersigned Fire Chief of the Quay Fire Department, hereby confirm that I have read the foregoing pump test requirements and the pump tests have been completed in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The information attested to, by the Fire Chief, is true and complete and assume the obligation for my qualifications to the New Mexico Fire Protection Grant Council.

Fire Chief Signature: Gerald Hight

Fire Chief Printed Name: Gerald Hight

Date: 9/13/21

NOTARY

(Signature and seal must be clear and legible)

County of Quay

State of NM

Subscribed and sworn to before me this 13th day of September 2021,
by Gerald Hight

having proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to within this instrument and acknowledged to me that he/she executed the same in his/her authorized capacity.

WITNESS my hand and official seal

Monica Marez
Notary Signature

My Commission Expires: 12/11/2024



APPLICATION FOR FY22 FIRE PROTECTION GRANT
Applications will be accepted from July 15, 2021 to September 15, 2021

The New Mexico Fire Protection Grant Council has made the following changes to the FY22 grant process

Two types of Grant Applications

1. Individual Department Grant
2. County-Wide Project Grant

Eligibility

1. All fire departments currently certified and funded by the New Mexico State Fire Marshal's Office are eligible to apply for an **Individual Department Grant**.
2. County Administrative Offices having administrative responsibility for more than one district/department may apply for a **County-wide Project Grant** as long as **each district within the County** is compliant with the requirements of the grant application, (i.e., NFIRS, Pump Tests, etc.). The county-wide project must benefit all the departments within the County. Note: A County Administrative Office applying for a grant does not prevent departments within the County from applying for an **Individual Department Grant**.
3. Grant applications must not be contingent on another grant award.
4. Joint applications will not be considered.
5. Only one grant application per jurisdiction may be submitted.
6. Any fire department that is awarded a grant and consequently loses its qualification to participate in the Fire Protection Funding process shall return the apparatus and/or equipment to the State Fire Marshal for redistribution as per 59A-53 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC.

Maximum Award

1. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$200,000** for the following projects:
 - Facility construction
 - Major facility improvements
 - Land acquisition
 - Single large infrastructure project
 - Structural Apparatus
2. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$100,000** for all other critical needs, but only one single project will be awarded.

Costs exceeding the grant amount shall be the responsibility of the local government. State fire funds may be used for this purpose with approval from the New Mexico State Fire Marshal's Office.

Signatures/Commitment of Funds

The Fire Chief and the County or Municipality's Fiscal Agent (CFO or designee) shall sign the application indicating a commitment to comply with the procurement and reporting requirements of the award. In addition, the Fiscal Agent shall sign the Fiscal Agent's Commitment Statement indicating a commitment of these funds for the awarded project and a commitment of the matching funds.
Applications submitted without all signatures will not be considered.

MINIMUM REQUIREMENTS

NFIRS Reporting

All applicants **shall be** in compliance with the reporting requirements of the New Mexico State Fire Marshal's Office utilizing the National Fire Incident Reporting System (NFIRS) as per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Applicants with delinquent NFIRS reports for the period of **July 2018 to June 2019** at the time the application period closes will not be considered.

Pump Testing

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the applicants must provide evidence that apparatus pump tests are conducted on each apparatus with rated fire pumps by documenting results in a Pump Test Data Log and verified in an Affidavit signed by the Fire Chief and notarized.

- All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements.
- A **Pump Test Data Log** must be completed as part of the application.

- **A notarized Affidavit** signed by the Fire Chief must be uploaded with the application. The Affidavit is to verify that three years of pump test records exist for each apparatus with a rated fire pump, are on file with the department and are available for SFMO inspection upon request. A .pdf file of the Affidavit is available on the Grant website and must be uploaded with the application. Note: Notary signature and seal must be clear and legible. **Falsified affidavits may result in forfeiture of funds and future grant consideration.**

CRITICAL NEEDS – Departments may apply for **only one project** in only one critical needs category listed below:

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

ADDITIONAL INFORMATION

1. Awards may be subject to audit and could result in forfeiture of funds and future grant consideration if non-compliance is determined.

2. All the information contained in the application is carefully reviewed and considered. In addition to general information and data provided, thorough and clear narrative responses are critical to helping reviewers understand the needs of the department relative to the request.
3. Apparatus purchased with grant funds must meet the current NFPA standards and will be inspected for acceptance.
4. Awards are contingent upon approval of specifications by the State Fire Marshal's Office.
5. For apparatus applications, the department must have the capability to immediately house apparatus properly. NFPA listed equipment may be included with the purchase of apparatus.
6. **Preliminary project specifications, (i.e., scope of work, concept drawings) must be submitted with the application. Applications submitted without preliminary project specifications will not be considered. Applicants are encouraged to contact the SFMO for guidance on what is required by NFPA or ISO prior to submitting.**
7. A Completion Checklist is provided to assist with ensuring that each application requirement has been addressed.

SELECTION CRITERIA

Applications will be placed in consideration categories meeting specific criteria as follows:

Category A

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application).
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 10, 9, 8, 7

Category B

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category C

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 10, 9, 8, 7

Category D

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category E

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC)
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is not a Critical need

Category F

- Non-compliant (will not be considered for a grant)

CRITICAL NEEDS

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

Applications may be completed on the website at <http://www.nmprc.state.nm.us/state-firemarshal/firegrant-council/index.html>.

For additional information, please contact Randy Varela, Deputy Fire Marshal Fire Service Support Bureau at 505-709-8150 or visit the New Mexico State Fire Marshal's Office web page <http://www.nmprc.state.nm.us/state-firemarshal/fire-grant-council/index.html>.

ACKNOWLEDGEMENT/SIGNATURES

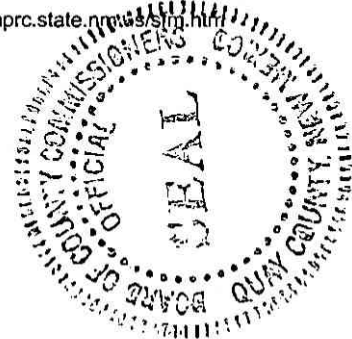
Name of Department/District:
Nara Visa

County: Quay

Name of Fire Chief (please print) John Earle	Signature of Fire Chief <i>John Earle</i>	Date 9/13/21
Name/Title of County/Municipal Fiscal Agent (please print) <i>Chairman</i> Franklin McCasland - <i>Mayor</i>	Signature of Fiscal Agent <i>Franklin McCasland</i>	Date 9/13/21
Mailed, Emailed, or Faxed applications <u>will not</u> be accepted.		

This application may be downloaded from the following website: <http://www.nmprc.state.nm.us/sfp.html>

**Please answer all questions in this application.
Incomplete applications will not be considered.**



GENERAL INFORMATION	
Grant Request Type	Individual Department
Fire Department ID Number (using NFIRS identifier)	37055
Fire Department Name	Nara Visa
Fire Chief Name	John Earle
Insurance Services Office (ISO) Rating	9
County	Quay Rural
What kind of organization is your fire department?	Volunteer
How many stations are in your organization?	
Main	1
Substations	0
Admin	0
Type of community your organization serves Based on population density	Rural
Mailing Address	
Address	380 Bell St.
City	Nara Visa
State	NM
Zip Code	88430
Phone number	(575) 633-2888
Email address	bandj28@live.com
Name of Person Completing this application?	Lucas Bugg
Are you a fire department member?	No
How many firefighters?	26
How many are FF-I Certified?	0
How many are FF-II Certified?	0

BUDGET INFORMATION	
What is your fire departments operating budget, including personnel costs, for your current fiscal year?(in dollars)	\$43,851.00
What is the current Protection Fire Fund distribution?	\$56,951.00
What is the approved total carryover balance, if any, of Protection Fire Funds maintained by the department?	\$149,845.81
What was the purpose of the approval carryover?	The Approved Carryover Amount Is Incumbered On A Type 5 Wildland Apparatus. The Order Was Placed In March Of 2021.
What percentage of your annual operating budget is derived from:	
Taxes?	0%
Grants?	0%
State Fire Marshal Funds?	100%
Donations?	0%
Fund Drives?	0%
Fee For Service?	0%
Others?	0%
Please Explain (For 'Others')	0

COMMUNITY INFORMATION

Name of Community Protected? Nara Visa, Obar	Number of commercial buildings protected in fire district? 5
Number of homes protected in fire district? 99	What is the permanent resident population of the community you serve? 347
Do you have formal automatic aid or mutual aid agreements?: Yes	
List adjacent automatic aid fire districts (with written agreements)	

RESPONSE HISTORY IN THE LAST YEAR

What is your call volume for the past year? (from last year July 1st to this year June 30th)	11			
How many responses per category?				
Structure Fire (IT 110-118, 120-123) 1	Hazardous Condition (IT 400-482) 0	Vehicle Fire (IT 130-138) 2	Service Calls (IT 500-571) 0	Vegetation Fire (IT 140-143) 7
Good Intent Calls (IT 600-671) 0	EMS (IT 300-323) 0	False Calls (700-751) 0	Rescue (IT 331-381) 1	Other 0

WATER AVAILABILITY

Community hydrant system ? Yes	Total capacity of available water storage(in gallons) 28,000.00	Water storage tank with fire hydrant @ station No
Describe additional water source(s):		
S.No	Source	Capacity(in gallons)
1	Stock Tanks throughout district	100000

TRAINING

Average # of training hours per Firefighter per year : 18	
How many training opportunities has this department offered in the last calendar year?	
Training Details	Supporting Document
2020-21 Trainings held	NV Training Records.pdf

APPARATUS

Apparatus is part of the Project?
Yes
Are pump test conducted annually on apparatus?
Yes
Explain if not tested properly:
0

PUMP TESTING

Apparatus ID	Vehicle Identification	License Plate	GPM	Test Date	Pass/Fail	Comments
Unit #4	1GDL7D1G2GV521368	G13823	500	05/04/2021	PASS	
Unit #5	1FDYK87U2GVA46443	G13826	750	05/04/2021	PASS	
Unit #10	1HTWEAAR0BJ318344	G81417	1250	05/04/2021	PASS	

COMMUNICATION EQUIPMENT

Communications is part of the Project ?

No

HAZARDS/THREATS

Describe the threat to the community: (i.e., fuel storage bulk plants, railroads, high hazard occupancies, etc.)

Hazard Type	Hazard Detail
US 54	US 54 is a major highway for cross country travel and road freight. Road freight can range from household goods to hazardous cargo.
Railroad	Union Pacific Railroad operates a rail line that cross through over 12 miles of Nara Visa's Fire District. Goods ranging from house hold, to lumber, to vehicles, petroleum, to other hazardous materials.
Nara Visa Patrol Yard	New Mexico DOT has a patrol yard in Nara Visa. Bulk fuel and chemicals are stored on site for use in its daily operations.
Bulk Fuel Storage	Bulk Fuel is stored throughout the district on local farms and ranches due to their remote location.
Bulk Chemical Storage	Bulk chemical is stored throughout the district on local farms and ranches.

CURRENT PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE is part of the Project ?

No

EQUIPMENT NEEDSList in **priority order**, and explain the equipment needs of your department and the total costs of fulfilling the needs.

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	Apparatus	Tanker/Tender	1	\$300,735.00
				Total: \$300,735.00

What (specifically) will you purchase if awarded this grant?:

If awarded the Fire Protection Grant, Nara Visa will purchase a NFPA compliant 3000 gallon tender, that will fulfill critical need of the department.

Will fulfilling this need impact your organization's ISO rating?:

Yes

Please explain:

If Nara Visa is able to add a 3000 gallon tender to the departments fleet it will give the department enough water on board apparatus to meet the requirements to become an ISO 8b department. Over the last year the department has elected a new chief and has begun the process of updating paperwork and records to get the department compliant. Also the department has been taking the steps to pursue an ISO inspection. Once the department has enough pieces in place it will call for and ISO inspection. Water availability is the largest factors for an ISO rating change. If Nara Visa Fire Department is awarded the FPG and purchases a 3000 gallon tender, it will largest piece for the department to upgrade from and ISO 9 to ISO 8b.

GRANT FUNDING JUSTIFICATION

Financial Need: In this section, describe the department's current funding issues. Does the department currently have debt? If so, describe. Does the department have Fire Protection carry-over funds? If so, for what purpose and are any of the carryover funds being used to assist in the proposed grant project/purchase(s)? How will the department satisfy the amount in excess of the funds awarded to complete the project?

Nara Visa Fire Department is solely funded by the Fire Protection Fund and has received a loan for one of two Type 5 Wildland Engine that is currently on order but production has not begun. The department has carryover funds that are incumbered on the second of the two Type 5 Wildland Engine that were ordered in March of 2021. If awarded the grant the department will be able to satisfy the excess amount of the tender through the Fire Protection Fund.

Problem: Describe in detail, the problem the department or county is addressing with this grant request and the impact on effective service delivery.

The Nara Visa Fire Department currently has 3 structural apparatus with a hauled water capacity of 3000 gallons and a pump capability of 2500 gallons per minute. The 3000 gallon capacity is the largest limiting factor on the department from obtaining and ISO 8b rating. If the grant were awarded to the Nara Visa Fire Department it would bring the departments capacities to 6000 gallons onboard apparatus with combined pump capacities of 3500 gallons per minute.

The community of Nara Visa has a privately owned water system. The community water system has 7 fire hydrants within the community but only has a storage capacity of 28,000 gallons. This small storage capacity is a limiting factor for structure fire protection for the community. By granting this grant application it would allow the department to double the amount of water on wheels to extend suppression activities until mutual aid departments can arrive to establish a water shuttle operation, or lengthen the amount of time that the hydrant system can be utilized.

Benefit to the Community: Describe in detail, how the community served will be impacted by this award.

By the awarding of this grant water availability will be doubled to the departments. The largest number of structures protected by the department are

within the community of Nara Visa, but the department provides structure protection for the rural areas near Nara Visa and Obar. The closest mutual aid department is over 20 road miles away. The added amount of water by an awarded apparatus doubles the amount that the department currently, and would extend the amount of time before the next tender is needed. Also by awarding this apparatus it would be the largest missing piece being filled to allow the department to move towards obtaining and ISO 8b rating.

Consequences: Describe how the department will address the problem described above if this request is not funded.

If not awarded this grant, the Nara Visa Fire Department will have to carryover multiple years of Fire Protection Funds until the department has enough money saved to cover over 80% of the apparatus amount, due to the current NMFA loan that the department has. The department will have to put off the purchase of a tender for multiple years and have to be extremely conservative with its operating funds to save to the point that the department would be able to purchase the apparatus.

PROJECT BUDGET SHEET

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	Apparatus	Tanker/Tender	1	\$300,735.00
				Total: \$300,735.00

Project Cost	\$300,735.00
Total Cost of Equipment	\$300,735.00
Grant amount requested	\$300,000.00
Total amount the Department is responsible for	\$735.00
Stipends, Recruiting, Retention and Education Cost	\$0.00

FISCAL AGENT COMMITMENT STATEMENT

I, as fiscal agent for the _____ department, certify that the funds are committed to the project for which this application is submitted.

Franklin McCasland

Name of County/Municipal Fiscal Agent (please print)

Chairman

Title

Franklin McCasland

Signature of County/Municipal Fiscal Agent

9/13/21

Date



FY 21 Revision to the application rules for Pump Testing validation.

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Affidavit of Completed Annual Pump Tests

I, the undersigned Fire Chief of the NARA UESA Fire Department, hereby confirm that I have read the foregoing pump test requirements and the pump tests have been completed in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The information attested to, by the Fire Chief, is true and complete and assume the obligation for my qualifications to the New Mexico Fire Protection Grant Council.

Fire Chief Signature: John Earle

Fire Chief Printed Name: John Earle

Date: 9/13/21

NOTARY

(Signature and seal must be clear and legible)

County of Quay

State of NM

Subscribed and sworn to before me this 13 day of September 2021
by John Earle
having proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to within this instrument and acknowledged to me that he/she executed the same in his/her authorized capacity.

WITNESS my hand and official seal

Veronica Marez
Notary Signature

My Commission Expires: 12/16/2021



APPLICATION FOR FY22 FIRE PROTECTION GRANT
Applications will be accepted from July 15, 2021 to September 15, 2021

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SELECTION CRITERIA

Applications will be placed in consideration categories meeting specific criteria as follows:

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- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
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- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 10, 9, 8, 7

Category B

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- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category C

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 10, 9, 8, 7

Category D

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category E

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC)
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is not a Critical need

Category F

- Non-compliant (will not be considered for a grant)

CRITICAL NEEDS

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

Applications may be completed on the website at <http://www.nmprc.state.nm.us/state-firemarshal/firegrant-council/index.html> .

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ACKNOWLEDGEMENT/SIGNATURES

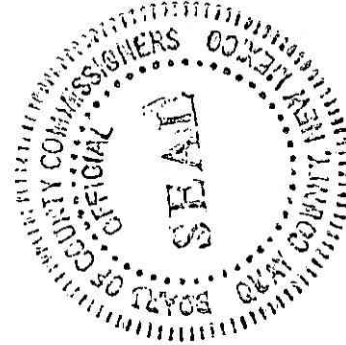
Name of Department/District: Conservancy #2	County: Quay
--	--------------

Name of Fire Chief (please print) Danny Wallace	Signature of Fire Chief <i>Danny Wallace</i>	Date 9/13/21
Name/Title of County/Municipal Fiscal Agent (please print) <i>Franklin McCasland Chairman</i>	Signature of Fiscal Agent <i>Franklin McCasland</i>	Date 9/13/21

Mailed, Emailed, or Faxed applications will not be accepted.

This application may be downloaded from the following website: <http://www.nmprc.state.nm.us/sfm.htm>

**Please answer all questions in this application.
Incomplete applications will not be considered.**



GENERAL INFORMATION	
Grant Request Type	Individual Department
Fire Department ID Number (using NFIRS identifier)	37019
Fire Department Name	Conservancy #2
Fire Chief Name	Danny Wallace
Insurance Services Office (ISO) Rating	9
County	Quay Rural
What kind of organization is your fire department?	Volunteer
How many stations are in your organization?	
Main	1
Substations	1
Admin	0
Type of community your organization serves Based on population density	Rural
Mailing Address	
Address	2599 Quay Rd. 51
City	TUCUMCARI
State	NM
Zip Code	88401
Phone number	(575) 760-7794
Email address	cowhand63@gmail.com
Name of Person Completing this application?	Ralph Don Lopez
Are you a fire department member?	Yes
How many firefighters?	21
How many are FF-I Certified?	0
How many are FF-II Certified?	0

BUDGET INFORMATION	
What is your fire departments operating budget, including personnel costs, for your current fiscal year?(in dollars)	\$60,632.00
What is the current Protection Fire Fund distribution?	\$79,442.00
What is the approved total carryover balance, if any, of Protection Fire Funds maintained by the department?	\$63,089.17
What was the purpose of the approval carryover?	Replace SCBA's
What percentage of your annual operating budget is derived from:	
Taxes?	0%
Grants?	0%
State Fire Marshal Funds?	100%
Donations?	0%
Fund Drives?	0%
Fee For Service?	0%
Others?	0%
Please Explain (For 'Others')	0

COMMUNITY INFORMATION

Name of Community Protected? Lesbia, Norton, New Mexico	Number of commercial buildings protected in fire district? 5
Number of homes protected in fire district? 300	What is the permanent resident population of the community you serve? 1000
Do you have formal automatic aid or mutual aid agreements?: Yes	
List adjacent automatic aid fire districts (with written agreements)	

RESPONSE HISTORY IN THE LAST YEAR				
What is your call volume for the past year? (from last year July 1st to this year June 30th)				35
How many responses per category?				
Structure Fire (IT 110-118, 120-123) 2	Hazardous Condition (IT 400-482) 1	Vehicle Fire (IT 130-138) 2	Service Calls (IT 500-571) 0	Vegetation Fire (IT 140-143) 20
Good Intent Calls (IT 600-671) 0	EMS (IT 300-323) 3	False Calls (700-751) 2	Rescue (IT 331-381) 1	Other 4

WATER AVAILABILITY		
Community hydrant system ? No	Total capacity of available water storage(in gallons) 40,000.00	Water storage tank with fire hydrant @ station Yes
Describe additional water source(s):		
S.No	Source	Capacity(in gallons)
1	-	-

TRAINING	
Average # of training hours per Firefighter per year : 24	
How many training opportunities has this department offered in the last calendar year?	
Training Details	Supporting Document
Table Top training by Chief Donald Adams	Dist II Minutes for March 2021.docx
Drafting training	Dist II minutes for July 2020 meeting.docx

APPARATUS
Apparatus is part of the Project?
No

PUMP TESTING						
Apparatus ID	Vehicle Identification	License Plate	GPM	Test Date	Pass/Fail	Comments
Unit 1	1FVDCYBS6DDBX8152	NM-G 87353	1008	07/23/2021	Pass	
Unit 2	3ALHCYFEOLDME3384	NM-09213 G	1023	02/03/2020	Pass	

COMMUNICATION EQUIPMENT
Communications is part of the Project ?
No

HAZARDS/THREATS

Describe the threat to the community: (i.e., fuel storage bulk plants, railroads, high hazard occupancies, etc.)

Hazard Type	Hazard Detail
Solar Farm	Wind moves the cables that connect the solar panels and rubs through the housing and causes sparks. Covers 243 acres and has its own on site water storage for fire suppression. Limits our ability to use water on the panels due to electrical shock danger.
large construction Co.	Construction co. with bulk fuel storage, two large shops with waste oil heaters and a huge stockpile of railroad ties and tires.
12 miles of Interstate 40	12 miles of I-40 is a constant source of fires and accidents. Our biggest number of calls in our district is generated from I-40.

CURRENT PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE is part of the Project ?

Yes

Are all PPE inspected annually per NFPA 1851?

No

STANDARD COMPLIANT PPE

Year	Qty	Age (years)	Condition
2011	1	10	Good
2001	8	20	Fair
2008	3	13	Poor

Pressure :

STANDARD COMPLIANT SCBA

Year	Qty	Age (years)	Condition
2012	4	9	Fair
1996	4	25	Poor

EQUIPMENT NEEDS

List in **priority order**, and explain the equipment needs of your department and the total costs of fulfilling the needs.

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	PPE	Structural	12	\$57,900.00
2	PPE	Wildland	12	\$17,229.00
3	SCBA and or Cylinders	Bottles	12	\$13,488.00
4	SCBA and or Cylinders	Face Piece	6	\$1,734.00
5	SCBA and or Cylinders	Regulator	6	\$34,800.00
				Total: \$125,151.00

What (specifically) will you purchase if awarded this grant?:

12 full sets of head to toe bunker gear, 12 full sets of head to toe wildland gear and 6 full sets of SCBA with 6 extra bottles.

Will fulfilling this need impact your organization's ISO rating?:

Yes

Please explain:

All or our current structural bunker gear is outdated. We have one set 8 years old and rest are 12 to 20 years old. Not all the fire fighters have a complete set of gear. We only have 5 sets of wildland gear for the whole department. The department has 4 modern (2012) SCBA sets on one apparatus and 4 that are from 1996 on another apparatus. Two of our engines/pumpers don't have SCBAs on board.

GRANT FUNDING JUSTIFICATION

Financial Need: In this section, describe the department's current funding issues. Does the department currently have debt? If so, describe. Does the department have Fire Protection carry-over funds? If so, for what purpose and are any of the carryover funds being used to assist in the proposed grant project/purchase(s)? How will the department satisfy the amount in excess of the funds awarded to complete the project?

We spend the majority of our available budget on our fleet of aging apparatus. In the last two years, we have purchased a new Tender/Tanker and still owe \$141,964.00 on that apparatus. Our newest brush truck was a 99 Chevy 3500, but it has a blown engine and the next newest was an 1985 Ford that we use to go out of district and it is going to need a clutch before the next fire season. We just had to replace the pump shaft on our Rosenbauer engine at the cost of \$3100.00. All of our apparatus are aged and use up the majority of our budget to maintain. We use the remainder of our budget to replace aging PPE and building upkeep and maintenance. The Dist. does have a carry over fund for the purpose of purchasing

SCBA. It will be used to cover any amount above the grant funding if awarded.

Problem: Describe in detail, the problem the department or county is addressing with this grant request and the impact on effective service delivery.

Dist. 2 covers 288 square miles of area with 12 active firefighters. Our current structural bunker gear is all outdated. Our newest set is 8 years old and the rest is 10 to 20 years old. Not everybody has structural boots and the ones we have are rubber irrigation style boots. We do not have enough helmets for everybody and our gloves are off the shelf non fire rated gloves. Our bunker gear is mismatched for color and there are only 4 fire hoods in the whole department. There are only 5 sets of wildland gear and that only includes jackets, pants and some helmets/goggles. The firefighters use their own footwear. We only have a few goggles and only have gloves that we also use for structural that are non fire rated. Currently we cannot field an entry team with the number of SCBAs we have since we do not have enough for an RIT team to back them up. We currently have 4 full sets of modern SCBA's and 4 of the old metal tank sets that we have in reserve. When we have a vehicle fire or structure fire, we do not have enough breathing apparatus for even half of our firefighters. Having new modern PPE will let us be more effective in our responses, allow us to protect the firefighters and have a better opportunity to serve our community.

Benefit to the Community: Describe in detail, how the community served will be impacted by this award.

Currently we have 12 active firefighters including chiefs. Recruitment and retention in this rural area is difficult. We have done a good job on repairing our aged fleet of apparatus. They are dependable and that helps with retention of existing firefighters since they can make calls without having vehicle problems. We now need to address our problem of aged and missing PPE to protect the safety of our firefighters and help retain the ones we have. We cannot provide for the safety of our community if we ourselves are in danger or not able to safely approach a burning structure. The community will benefit from our ability to safely enter a structure or quickly extinguish a vehicle fire.

Consequences: Describe how the department will address the problem described above if this request is not funded.

Our existing budget only allows us to purchase PPE equipment incrementally. The majority of our budget is used to keep the fleet of apparatus operating and in service. We have had several major repairs this and last year that have used most of the available budget. We are short on radios and pagers and have used some of our budget to purchase two at a time so that the officers and a few of the active firefighters have at least a radio and pager per team. If we are not successful, or are only partially awarded on this grant, we will purchase PPE incrementally as we do all other equipment so that the most in need will have some PPE gear.

PROJECT BUDGET SHEET

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	PPE	Structural	12	\$57,900.00
2	PPE	Wildland	12	\$17,229.00
3	SCBA and or Cylinders	Bottles	12	\$13,488.00
4	SCBA and or Cylinders	Face Piece	6	\$1,734.00
5	SCBA and or Cylinders	Regulator	6	\$34,800.00
				Total: \$125,151.00

Project Cost	\$125,151.00
Total Cost of Equipment	\$125,151.00
Grant amount requested	\$125,151.00
Total amount the Department is responsible for	\$0.00
Stipends, Recruiting, Retention and Education Cost	\$0.00

FISCAL AGENT COMMITMENT STATEMENT

I, as fiscal agent for the Conservancy #2 department, certify that the funds are committed to the project for which this application is submitted.

Franklin McCasland
Name of County/Municipal Fiscal Agent (please print)

Chairman
Title

Franklin McCasland
Signature of County/Municipal Fiscal Agent

9/13/21
Date



FY 21 Revision to the application rules for Pump Testing validation.

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the New Mexico Fire Protection Grant Council is requiring apparatus pump tests be conducted on each apparatus with rated fire pumps with the apparatus pump test form and affidavit completed or the actual pump test records submitted with the application. All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The **Pump Test Data Log** may be used in lieu of the actual pump records, but the affidavit must be signed, notarized, and accompany the application

Affidavit of Completed Annual Pump Tests

I, the undersigned Fire Chief of the Conservancy #2 Fire Department, hereby confirm that I have read the foregoing pump test requirements and the pump tests have been completed in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The information attested to, by the Fire Chief, is true and complete and assume the obligation for my qualifications to the New Mexico Fire Protection Grant Council.

Fire Chief Signature: Danny Wallace

Fire Chief Printed Name: Danny Wallace

Date: 9-13-2021

NOTARY

(Signature and seal must be clear and legible)

County of Quay

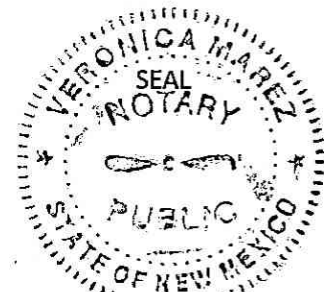
State of NM

Subscribed and sworn to before me this 13 day of September 2021
by Danny Wallace
having proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to within this instrument and acknowledged to me that he/she executed the same in his/her authorized capacity.

WITNESS my hand and official seal

Veronica Mares
Notary Signature

My Commission Expires: 12/16/2024



New Mexico Fire Protection Grant

APPLICATION FOR FY22 FIRE PROTECTION GRANT
Applications will be accepted from July 15, 2021 to September 15, 2021

The New Mexico Fire Protection Grant Council has made the following changes to the FY22 grant process

Two types of Grant Applications

1. **Individual Department Grant**
2. **County-Wide Project Grant**

Eligibility

1. All fire departments currently certified and funded by the New Mexico State Fire Marshal's Office are eligible to apply for an **Individual Department Grant**.
2. County Administrative Offices having administrative responsibility for more than one district/department may apply for a **County-wide Project Grant** as long as **each district within the County** is compliant with the requirements of the grant application, (i.e., NFIRS, Pump Tests, etc.). The county-wide project must benefit all the departments within the County. Note: A County Administrative Office applying for a grant does not prevent departments within the County from applying for an **Individual Department Grant**.
3. Grant applications must not be contingent on another grant award.
4. Joint applications will not be considered.
5. Only one grant application per jurisdiction may be submitted.
6. Any fire department that is awarded a grant and consequently loses its qualification to participate in the Fire Protection Funding process shall return the apparatus and/or equipment to the State Fire Marshal for redistribution as per 59A-53 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC.

Maximum Award

1. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$200,000** for the following projects:
 - Facility construction
 - Major facility improvements
 - Land acquisition
 - Single large infrastructure project
 - Structural Apparatus
2. The maximum amount awarded to a single applicant (either an Individual Department Grant or a County-wide Project Grant) will not exceed **\$100,000** for all other critical needs, but only one single project will be awarded.

Costs exceeding the grant amount shall be the responsibility of the local government. State fire funds may be used for this purpose with approval from the New Mexico State Fire Marshal's Office.

Signatures/Commitment of Funds

The Fire Chief and the County or Municipality's Fiscal Agent (CFO or designee) shall sign the application indicating a commitment to comply with the procurement and reporting requirements of the award. In addition, the Fiscal Agent shall sign the Fiscal Agent's Commitment Statement indicating a commitment of these funds for the awarded project and a commitment of the matching funds.

Applications submitted without all signatures will not be considered.

MINIMUM REQUIREMENTS

NFIRS Reporting

All applicants shall be in compliance with the reporting requirements of the New Mexico State Fire Marshal's Office utilizing the National Fire Incident Reporting System (NFIRS) as per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Applicants with delinquent NFIRS reports for the period of **July 2018 to June 2019** at the time the application period closes will not be considered.

Pump Testing

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the applicants must provide evidence that apparatus pump tests are conducted on each apparatus with rated fire pumps by documenting results in a Pump Test Data Log and verified in an Affidavit signed by the Fire Chief and notarized.

- All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements.
- **A Pump Test Data Log** must be completed as part of the application.

• A **notarized Affidavit** signed by the Fire Chief must be uploaded with the application. The Affidavit is to verify that three years of pump test records exist for each apparatus with a rated fire pump, are on file with the department and are available for SFMO inspection upon request. A .pdf file of the Affidavit is available on the Grant website and must be uploaded with the application. Note: Notary signature and seal must be clear and legible. **Falsified affidavits may result in forfeiture of funds and future grant consideration.**

CRITICAL NEEDS – Departments may apply for **only one project** in only one critical needs category listed below:

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

ADDITIONAL INFORMATION

1. Awards may be subject to audit and could result in forfeiture of funds and future grant consideration if non-compliance is determined.

2. All the information contained in the application is carefully reviewed and considered. In addition to general information and data provided, thorough and clear narrative responses are critical to helping reviewers understand the needs of the department relative to the request.
3. Apparatus purchased with grant funds must meet the current NFPA standards and will be inspected for acceptance.
4. Awards are contingent upon approval of specifications by the State Fire Marshal's Office.
5. For apparatus applications, the department must have the capability to immediately house apparatus properly. NFPA listed equipment may be included with the purchase of apparatus.
6. **Preliminary project specifications, (i.e., scope of work, concept drawings) must be submitted with the application. Applications submitted without preliminary project specifications will not be considered. Applicants are encouraged to contact the SFMO for guidance on what is required by NFPA or ISO prior to submitting.**
7. A Completion Checklist is provided to assist with ensuring that each application requirement has been addressed.

SELECTION CRITERIA

Applications will be placed in consideration categories meeting specific criteria as follows:

Category A

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application).
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 10, 9, 8, 7

Category B

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Never received a NM Fire Protection Grant
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category C

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 10, 9, 8, 7

Category D

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient
- 5) ISO Class 6, 5, 4, 3, 2, 1

Category E

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC)
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is not a Critical need

Category F

- Non-compliant (will not be considered for a grant)

CRITICAL NEEDS

- Fire apparatus/equipment
- PPE (structural, wildland, SCBA)
- Communications
- Facility Construction/Improvement
- Training
- Water
- Need that will clearly will have significant impact on ISO Public Protection Classification

Applications may be completed on the website at <http://www.nmprc.state.nm.us/state-firemarshal/firegrant-council/index.html> .

For additional information, please contact Randy Varela, Deputy Fire Marshal Fire Service Support Bureau at 505-709-8150 or visit the New Mexico State Fire Marshal's Office web page <http://www.nmprc.state.nm.us/state-firemarshal/fire-grant-council/index.html> .

ACKNOWLEDGEMENT/SIGNATURES

Name of Department/District:
Forrest

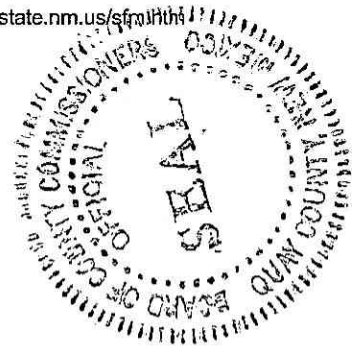
County: Quay

Department Name: Forrest County: Quay ISO Rating: 8

Name of Fire Chief (please print) Joe Lavender <i>Randall Rush</i>	Signature of Fire Chief <i>Randall Rush</i>	Date <i>9-13-21</i>
Name/Title of County/Municipal Fiscal Agent (please print) <i>Franklin McCasland Chairman</i>	Signature of Fiscal Agent <i>Franklin McCasland</i>	Date <i>9/13/21</i>
Mailed, Emailed, or Faxed applications <u>will not</u> be accepted.		

This application may be downloaded from the following website: <http://www.nmproc.state.nm.us/staff.htm>

**Please answer all questions in this application.
Incomplete applications will not be considered.**



GENERAL INFORMATION	
Grant Request Type	Individual Department
Fire Department ID Number (using NFIRS Identifier)	37031
Fire Department Name	Forrest
Fire Chief Name	Randall Rush
Insurance Services Office (ISO) Rating	8
County	Quay Rural
What kind of organization is your fire department?	Volunteer
How many stations are in your organization?	
Main	1
Substations	0
Admin	0
Type of community your organization serves Based on population density	Rural
Mailing Address	
Address	209 St Hwy 210
City	McAlister
State	NM
Zip Code	88427
Phone number	(517) 554-8337
Email address	joegl387@gmail.com
Name of Person Completing this application?	Joe Lavender
Are you a fire department member?	Yes
How many firefighters?	13
How many are FF-I Certified?	0
How many are FF-II Certified?	0

BUDGET INFORMATION	
What is your fire departments operating budget, including personnel costs, for your current fiscal year?(in dollars)	\$50,200.00
What is the current Protection Fire Fund distribution?	\$76,431.00
What is the approved total carryover balance, if any, of Protection Fire Funds maintained by the department?	\$82,647.08
What was the purpose of the approval carryover?	Carryover Was Approved For The Purpose Of Purchasing PPE.
What percentage of your annual operating budget is derived from:	
Taxes?	0%
Grants?	0%
State Fire Marshal Funds?	100%
Donations?	0%
Fund Drives?	0%
Fee For Service?	0%
Others?	0%
Please Explain (For 'Others')	0

COMMUNITY INFORMATION

Name of Community Protected? Forrest	Number of commercial buildings protected in fire district? 3
Number of homes protected in fire district? 122	What is the permanent resident population of the community you serve? 305
Do you have formal automatic aid or mutual aid agreements?: Yes	
List adjacent automatic aid fire districts (with written agreements)	

RESPONSE HISTORY IN THE LAST YEAR				
What is your call volume for the past year? (from last year July 1st to this year June 30th)				14
How many responses per category?				
Structure Fire (IT 110-118, 120-123) 0	Hazardous Condition (IT 400-482) 0	Vehicle Fire (IT 130-138) 4	Service Calls (IT 500-571) 0	Vegetation Fire (IT 140-143) 0
Good Intent Calls (IT 600-671) 0	EMS (IT 300-323) 9	False Calls (700-751) 0	Rescue (IT 331-381) 1	Other 0

WATER AVAILABILITY		
Community hydrant system ? No	Total capacity of available water storage(in gallons) 34,000.00	Water storage tank with fire hydrant @ station Yes
Describe additional water source(s):		
S.No	Source	Capacity(in gallons)
1	Stock Tanks throughout district	120000

TRAINING	
Average # of training hours per Firefighter per year : 33	
How many training opportunities has this department offered in the last calendar year?	
Training Details	Supporting Document
Forrest FY22 FPG Training Logs	Forrest FY22 FPG Training Log.pdf

APPARATUS	
Apparatus is part of the Project?	
Yes	
Are pump test conducted annually on apparatus?	
Yes	
Explain if not tested properly:	
0	

PUMP TESTING						
Apparatus ID	Vehicle Identification	License Plate	GPM	Test Date	Pass/Fail	Comments
Unit #4	1HTSDAAR8RH74170	G17920	750	03-26-2021	PASS	
Unit #5	1HTWCAZR05J163387	G65425	1000	03-26-2021	PASS	

COMMUNICATION EQUIPMENT	
Communications is part of the Project ?	

No

HAZARDS/THREATS

Describe the threat to the community: (i.e., fuel storage bulk plants, railroads, high hazard occupancies, etc.)

Hazard Type	Hazard Detail
Bulk Fuel Storage	Bulk Fuel Storage at Ragland Patrol Yard
Anhydrous Ammonia	Anhydrous Ammonia Storage on farms throughout district.
Bulk Chemical Storage	Various chemicals, i.e. pesticides, fertilizers, and herbicides on farms throughout district.
Bulk Fuel Storage	Bulk Fuel and oil storage on farms throughout district.

CURRENT PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE is part of the Project ?

Yes

Are all PPE inspected annually per NFPA 1851?

Yes

STANDARD COMPLIANT PPE

Year	Qty	Age (years)	Condition
2018	3	3	Good
2013	3	8	Fair
2005	8	16	Poor

Pressure :

STANDARD COMPLIANT SCBA

Year	Qty	Age (years)	Condition
------	-----	-------------	-----------

EQUIPMENT NEEDS

List in **priority order**, and explain the equipment needs of your department and the total costs of fulfilling the needs.

Priority Order #:	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	PPE	Structural	12	\$35,988.00
				Total: \$35,988.00

What (specifically) will you purchase if awarded this grant?:

If awarded the grant Forrest Fire Department would purchase 12 new head to toe sets of structural firefighting PPE.

Will fulfilling this need impact your organization's ISO rating?:

Yes

Please explain:

By fulfilling this need it will allow department to purchase up to date NFPA Compliant structural firefighting PPE. This would better protect the members of Forrest Fire Department, by each member having structural firefighting PPE that is not past its useful lifespan.

GRANT FUNDING JUSTIFICATION

Financial Need: In this section, describe the department's current funding issues. Does the department currently have debt? If so, describe. Does the department have Fire Protection carry-over funds? If so, for what purpose and are any of the carryover funds being used to assist in the proposed grant project/purchase(s)? How will the department satisfy the amount in excess of the funds awarded to complete the project?

Forrest Fire Department is solely funded by the Fire Protection Fund. Currently the department has a loan through NMFA for a Class A Pumper that will be paid off in 2031. The department has carried over funds to purchase PPE. The department has been cautious with spending carry over funds to allow the department to save funds to replace an apparatus in the coming years. With the carry over monies that Forrest has, it will be able to meet any expense over the requested amount.

Problem: Describe in detail, the problem the department or county is addressing with this grant request and the impact on effective service delivery.

With Forrest Fire Department being solely funded by the Fire Protection Fund and having a single main station, it creates challenges for the department. One of those challenges is keeping all PPE, Training, Apparatus, and etc. up to date with the most current equipment and techniques. The safety and well being of department members while performing fire ground and suppression operations is of the utmost importance, while trying to be compliant with all NFPA standards. By funding this grant application it will keep the members of the Forrest Fire Department protected with new PPE.

Benefit to the Community: Describe in detail, how the community served will be impacted by this award.

Department Name: Forrest County: Quay ISO Rating: 8

Currently Forrest Fire Department has a large majority of its PPE that is out of date or will soon be out of date. By having new and up to date head to toe PPE it will allow the department members to be better trained and have more confidence that the equipment that they are using is not obsolete.

Consequences: Describe how the department will address the problem described above if this request is not funded.

Consequences of not receiving this grant would be that it would take the Forrest Fire Department off its current schedule to replace an apparatus.

PROJECT BUDGET SHEET

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	PPE	Structural	12	\$35,988.00
				Total: \$35,988.00

Project Cost	\$35,988.00
Total Cost of Equipment	\$35,988.00
Grant amount requested	\$35,988.00
Total amount the Department is responsible for	\$0.00
Stipends, Recruiting, Retention and Education Cost	\$0.00

FISCAL AGENT COMMITMENT STATEMENT

I, as fiscal agent for the Forrest department, certify that the funds are committed to the project for which this application is submitted.

Franklin McCasland

Name of County/Municipal Fiscal Agent (please print)

Chairman

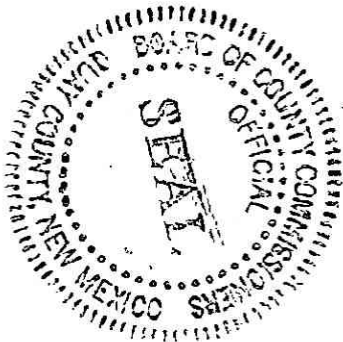
Title

Franklin McCasland

Signature of County/Municipal Fiscal Agent

9/13/21

Date



FY 21 Revision to the application rules for Pump Testing validation.

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the New Mexico Fire Protection Grant Council is requiring apparatus pump tests be conducted on each apparatus with rated fire pumps with the apparatus pump test form and affidavit completed or the actual pump test records submitted with the application. All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The **Pump Test Data Log** may be used in lieu of the actual pump records, but the affidavit must be signed, notarized, and accompany the application

Affidavit of Completed Annual Pump Tests

I, the undersigned Fire Chief of the Forrest Fire Department, hereby confirm that I have read the foregoing pump test requirements and the pump tests have been completed in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. The information attested to, by the Fire Chief, is true and complete and assume the obligation for my qualifications to the New Mexico Fire Protection Grant Council.

Fire Chief Signature: Randall Rush

Fire Chief Printed Name: Randall Rush

Date: 9-13-21

NOTARY

(Signature and seal must be clear and legible)

County of Quay

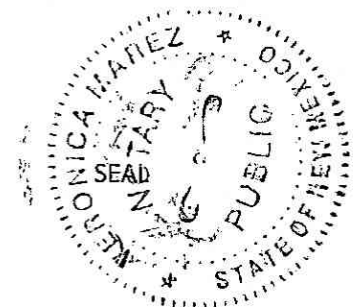
State of NM

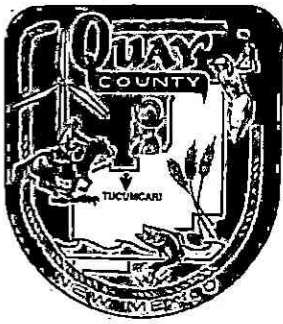
Subscribed and sworn to before me this 13 day of August September, 2021
by Randall Rush
having proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to within this instrument and acknowledged to me that he/she executed the same in his/her authorized capacity.

WITNESS my hand and official seal

Veronica Marquez
Notary Signature

My Commission Expires: 12/11/2021





QUAY COUNTY GOVERNMENT

FISCAL YEAR 2021-2022

RESOLUTION NO. 5

A RESOLUTION ADOPTING THE FY 2023-2027 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP)

WHEREAS, The County of Quay recognizes that the financing of capital projects has become a major concern in New Mexico and nationally; and

WHEREAS, in time of scarce resources, it is necessary to find new financing mechanisms and maximize the use of existing resources; and

WHEREAS, systematic capital improvements planning is an effective tool for communities to define their development needs, establish priorities and pursue concrete actions and strategies to achieve necessary project development; and

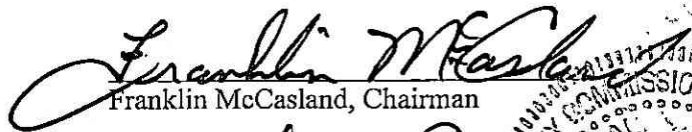
WHEREAS, this process contributes to local and regional efforts to project identification and selection in short and long range capital planning efforts.

NOW, THEREFORE, BE IT RESOLVED BY THE QUAY COUNTY COMMISSION that:

1. The county has adopted the attached FY 2023-2027 Infrastructure Capital Improvement Plan, and
2. It is intended that the Plan be a working document and is the first of many steps towards improving rational, long-range capital planning and budgeting for New Mexico's infrastructure.
3. This resolution supersedes Resolution No. 4 for FY 2020-2021.

PASSED, APPROVED AND ADOPTED by governing body at its meeting of September 13th, 2021.

QUAY COUNTY COMMISSION


Franklin McCasland, Chairman


Jerri Rush, Member


Robert Lopez, Member

ATTEST:


Ellen White, Quay County Clerk



Infrastructure Capital Improvement Plan FY 2023-2027

Quay County Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2023	2024	2025	2026	2027	Total Project Cost	Amount Not Yet Funded	Phases?
36219	2023	001	Quay Road 63 Construction	Transportation - Highways/Roads/Bridges	0	250,000	1,000,000	0	0	0	1,250,000	1,250,000	Yes
36222	2023	002	Quay Road 62.9 Construction	Transportation - Highways/Roads/Bridges	0	1,000,000	0	0	0	0	1,000,000	1,000,000	No
37753	2023	003	Fire & EMS Radio Equipment Upgrade	Equipment - Public Safety Equipment	0	250,000	0	0	0	0	250,000	250,000	No
24423	2023	004	Bridge #1042 on Historic Rt. 66	Transportation - Highways/Roads/Bridges	0	3,000,000	2,250,000	0	0	0	5,250,000	5,250,000	Yes
37518	2023	005	Sheriff's Vehicles	Vehicles - Public Safety Vehicle	0	200,000	0	0	0	0	200,000	200,000	No
36223	2023	006	Quay Road AR Construction	Transportation - Highways/Roads/Bridges	0	1,000,000	500,000	0	0	0	1,500,000	1,500,000	Yes
35893	2023	007	Quay Road AP Construction	Transportation - Highways/Roads/Bridges	0	550,000	300,000	0	0	0	850,000	850,000	No
31133	2023	008	Asset Management Procedure Plan	Other - Other	0	100,000	0	0	0	0	100,000	100,000	No
27887	2023	009	Quay County Detention Center Renovations	Facilities - Other	560,000	200,000	0	0	0	0	760,000	200,000	No
32711	2024	001	Ute Reservoir Watershed Restoration	Water - Storm/Surface Water Control	0	0	500,000	0	0	0	500,000	500,000	No
23125	2024	002	Dump Truck Equipment	Equipment - Other	0	0	400,000	0	0	0	400,000	400,000	No
23127	2024	003	Pneumatic Roller	Equipment - Other	0	0	250,000	0	0	0	250,000	250,000	No
27731	2024	004	Courthouse Window Replacement	Facilities - Administrative Facilities	0	0	1,164,000	0	0	0	1,164,000	1,164,000	No

Infrastructure Capital Improvement Plan FY 2023-2027

23108	2025	001	Dozer Equipment	Equipment - Other	0	0	0	750,000	0	0	750,000	750,000	No
22058	2025	002	County Vehicles	Equipment - Other	0	0	0	300,000	0	0	300,000	300,000	No
Number of projects:			15										
Funded to date:			560,000	Year 1:	6,550,000	Year 2:	6,364,000	Year 3:	1,050,000	Year 4:	0	Year 5:	0
Grand Totals												Total Project Cost:	14,524,000
												Total Not Yet Funded:	13,964,000

**QUAY COUNTY
FISCAL YEAR 2021-2022
RESOLUTION No. 6**

Authorization of Budgetary Increase to **American Rescue Plan Act (654)**

WHEREAS, at meeting of the Board of Quay County Commissioners on September 13, 2021 the following was among the proceedings;

WHEREAS, the Board of Quay County Commissioners deems it necessary to request this Budgetary Increase;

**State Fund 26000
Budgetary Increase**

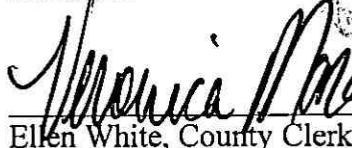
	<u>DEBIT</u>	<u>CREDIT</u>
26000-2002-51020 Salaries – Full-Time Positions	\$ 50,000	
26000-2002-51060 Salaries – Overtime	\$ 30,000	
26000-2002-51080 Salaries – Add'l Compensation	\$100,000	
26000-2002-51900 Salaries – Other Wages	\$ 20,000	
26000-2002-52010 FICA – Regular	\$ 6,000	
26000-2002-52011 FICA – Medicare	\$ 1,500	
26000-2002-54010 M&R – Building/Structure	\$100,000	
26000-2002-56040 Supplies – Equipment	\$100,000	
26000-2002-56050 Supplies – Janitorial/Maint.	\$ 50,000	
26000-2002-57999 Other Operating Costs	\$ 70,000	




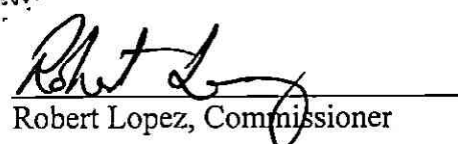
WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **ARPA funds to pay for the following: Premium Pay, Overtime, Sanitization Equipment, Janitorial Supplies, Medical Facilities needs as related to COVID-19 events**

NOW THEREFORE, BE IT RESOLVED that after approval of the Local Government Division of the Department of Finance and Administration, the above Budgetary Adjustment be made.

DONE at Tucumcari, County of Quay, New Mexico this 13th day of September, 2021.

ATTEST:


Ellen White, County Clerk



Franklin McCasland, Commissioner

Jerry Rush, Commissioner

Robert Lopez, Commissioner

**LEASE AGREEMENT
BETWEEN QUAY COUNTY AND
MIS AMIGOS FAMILY SERVICES, LLC
FOR OFFICE SPACE**

THIS AGREEMENT is made this, 13th day of September, 2021 by and between the County of Quay, a political subdivision of the State of New Mexico, by and through its duly elected Board of Commissioners, herein referred to as "Lessor" and Mis Amigos Family Services, LLC, hereinafter referred to as "Lessee".

WHEREAS, Lessor is the owner of certain real property located at 109 E. Main Street, Tucumcari, New Mexico, in which is located office space; and

WHEREAS, Lessor desires to lease to Lessee, and Lessee desires to lease from Lessor the office space at 109 E. Main Street (hereinafter referred to as the "Premises"), upon the terms and conditions set forth herein.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in further consideration of the covenants and agreements set forth herein, the parties do hereby agree as follows:

1. LEASE. Lessor does hereby lease to Lessee and Lessee hereby leases from Lessor the Premises.
2. TERM. The primary term of this Lease begins on September 27, 2021 and ends September 27, 2022, with parties having the option to renew as provided herein.
3. OPTION TO RENEW. The parties may renew this Lease Agreement for an additional one (1) year period, not to exceed a total of five (5) years, upon the same terms as provided herein. During the renewal terms, either party may terminate this Lease, upon sixty (60) days written notice to the other party.
4. RENT. The lease amount shall be paid in monthly installments of Six Hundred Dollars (\$600.00) each, which sum shall be paid on the first day of each month during the term of this Lease. Lessee may prepay any installment or installments of rent at any time, provided, however, that such prepayment shall not be in excess of nine (9) months annual rental without the prior written consent of Lessor. All rentals required by the terms of this Lease shall be paid in lawful money of the United States or by check or draft of the Lessee, or someone acting for the Lessee, redeemable in lawful money of the United States, and shall be paid to Quay County Treasurer, P. O. Box 1246, Tucumcari, NM 88401 (check shall reference property), or at such other address as Lessor may from time to time furnish Lessee for this purpose.

5. USE OF PREMISES. Lessee covenants and agrees that it will use and occupy the Premises only as a business office or for related family services or family support activities, and for no purpose without having first obtained the written consent of the Lessor. In the event Lessee fails to utilize and occupy the Premises as a business office or for activities reasonably related thereto without having first obtained the written consent of Lessor, Lessor shall have the option to terminate this Lease, and to re-enter the Premises as hereinafter set forth. Notwithstanding anything contained herein to the contrary, in no event shall the Lessee use the Premises in any way which will increase the risks covered by insurance on the Premises and result in a cancellation of any insurance required to be obtained by this Agreement, even if such a use would otherwise be in furtherance of Lessee's business purposes.

Lessee, at its expense, shall conform with and comply with all applicable regulations, ordinances and laws relating to the use and occupancy of the Premises.

6. WASTE, NUISANCE OR UNLAWFUL ACTIVITY. Lessee shall not allow waste or nuisance on the Premises, or use or allow the Premises to be used for any unlawful activity. Lessee shall see that all persons coming on the Premises shall use the Premises in an orderly, courteous, and safe manner, with due regard of the rights of others who may be using the Premises.
7. UTILITIES. Lessee shall pay for the following utilities serving the premises during the term of this Lease: electricity, gas, telephone service, water, trash, sewer and janitorial. All payments shall be made by the Lessee directly to the utility company furnishing such service, so that neither the Lessor nor the Premises shall be or become liable for any such rate, rentals or charges.
8. REPAIRS AND MAINTENANCE. During the term of this Lease and all renewals thereof, Lessee shall make, at its own expense, all repairs needed to maintain the Premises in good condition and repair, including such repairs, alterations and maintenance as may be necessary to impede normal wear and tear, or as may be necessary in order that the Premises, including the improvement or fixtures thereon, shall conform to the lawful requirements, laws, ordinances, directions of proper public authorities, and the requirements of all policies of insurance in force relating to the Premises, except those repairs and maintenance which are the responsibility of Lessor. Lessee shall indemnify, defend and save Lessor free and harmless from any claim, penalty, or damage or charge imposed for the violation of such laws, ordinances, rules and regulations, whether occasioned by the neglect of Lessee, or any agent or person in the employ of Lessee, or any person contracting with Lessee. Lessor will be responsible for outside of the building, roof, glass, lawn, cooling and heating systems, electrical, plumbing, grounds, landscaping, parking lot, external doors, outdoor security lighting, sprinkler system, and any damages which are caused by Lessor's failure to maintain the items for which it is responsible.
9. LIABILITY OF LESSEE. Lessee agrees to defend, indemnify and save Lessor harmless against any and all loss, damage, claim or expense arising out of the use of

the Premises by Lessee, its agents, employees, invitee or trespassers, or out of any accident or other occurrence arising out of the use of the Premises, causing injury to any person whomsoever, or property whatsoever, due directly or indirectly to the use of the Premises or any part thereof by Lessee, its agents, employees, customers, patrons or other persons using the leased Premises.

Lessor shall not be liable to Lessee or any person for any damage or injury arising out of the use of the Premises by Lessee to any person or property occasioned by Lessee's use. Lessee agrees and covenants to defend, indemnify and save harmless Lessor from all such liability and expense in connection with Lessee's use of the Premises.

10. LESSOR'S ACCESS TO THE PREMISES. Lessor, its agents or employees, shall have the right to enter the Premises during normal business hours to inspect said Premises. Notwithstanding anything contained herein, Lessor shall have no duty whatsoever to make any inspection, and lessor shall not be held liable for any failure to discover, observe, or remedy any defects on or about the Premises. In addition, Lessor shall have the right to enter the Premises during normal business hours during the last ninety (90) days of the term of this Lease or any renewal or extension thereof, for the purpose of exhibiting the Premises to prospective Lessees. Lessor shall inspect the Premises with Lessee at the beginning of this Lease.
11. ALTERATIONS OR ADDITIONS. Provided Lesscc is not in default under the terms of this Lease, Lessee may, at its own expense, alter and/or modify the Premises, including the internal structures, installations and improvements located upon the Premises, as Lessee shall so elect. The construction and/or alteration of the Premises shall be done in a good and workmanlike manner and in conformity with all applicable laws, ordinance, restrictions and regulations. Notwithstanding anything contained herein to the contrary, Lessee may, without Lessor's prior approval, make only those changes to the improvements which do not constitute a material change in the structure and which do not impair the quality, lessen the utility, or decrease the value of the Premises. All plans for such material changes must first be submitted to and receive the approval of the Lessor. Lessor agrees to respond promptly to each request for approval. At the termination of the Lease, all alterations and modifications shall become the property of the Lessor.
12. MECHANIC'S AND MATERIALMEN'S LIENS. No liens of any mechanic, materialman, laborer, architect, artisan, contractor, subcontractor or any other lien of any kind whatsoever, shall be created against or imposed upon the Premises, or any part thereof.
13. INSURANCE. At all times during the term of this Lease, and any renewal or extension thereof, Lessee will, at its sole cost and expense, and as additional rent hereunder procure and maintain, with insurers authorized to do business in the State of New Mexico and which are of generally recognized responsibility and acceptable to Lessor the following insurance coverages:

A. A policy of public liability insurance covering bodily injury and property damage liability. Said public liability insurance shall be provided by one of the following methods:

(1) Lessee shall secure an endorsement to its own comprehensive general liability insurance policy, including Lessor as a named insured therein, insofar as much policy covers the Premises, which policy shall provide not less than \$1,000,000 combined single limit bodily injury/property damage coverage.

(2) Lessee shall secure an owner's, landlord's and tenant's protective liability policy, or other appropriate type of policy covering the Premises and Lessor and Lessee, with the same limits and coverage as set out in Paragraph 13A above.

B. All insurance required by this section shall be effected under valid and enforceable policies upon the commencement of the term hereof, and Lessee shall deliver to Lessor true and correct copies of the insurance policy or policies required.

C. All of such policies shall provide that Lessor shall receive not less than ten (10) days notice prior to any cancellation, material change, in terms of coverage, or reduction of the coverage evidence by such policy or policies of insurance.

14. DAMAGE OR DESTRUCTION. In the event the Premises, or any portion thereof, are destroyed and inhabitable by any cause whatsoever, including but not limited to acts of God, this Lease shall terminate.

15. CONDITIONS OF DEFAULT, REMEDIES OF LESSOR; SECURITY FOR PERFORMANCE. If at any time during the term of this Lease or any renewal or extension thereof, Lessee shall:

A. Default in the payment of any fixed monthly rent or any other sums specifically to be paid by Lessee hereunder and such default shall not have been cured with ten (10) days after written notice has been given to Lessee specifying that such payment is due; or

B. Default in the observance or performance of any of the Lessee's covenants, agreements or obligations hereunder, other than the covenants to pay rent or any other sum herein specified to be paid by Lessee, and such default shall not have been cured within fifteen (15) working days after Lessor shall have given Lessee written notice thereof specifying such default; provided, however, that if the default complained of shall be of such nature that the same cannot be completely remedied, or cured within such fifteen (15) day period, then such

default shall not be an enforceable default against Lessee for the purposes of this paragraph if Lessee shall have commenced curing such default within such fifteen (15) day period and shall proceed with reasonable diligence and in good faith to remedy the default complained of.

Then, in any such event, Lessee shall be in default under the terms of this Lease and Lessor shall have the following remedies:

- A. Lessor may sue to collect any and all sums which may accrue to Lessor by virtue of the provisions of this Lease and/or for any and all damage that may accrue by virtue of the breach of this Lease.
- B. Lessor may sue to restrain by injunction any violation or threatened violation of the covenants, conditions or provisions of this Lease.
- C. Lessor may, without further notice to Lessee and without demand for rent due or from the observance or performance of any of said terms, conditions or agreements, terminate this Lease, re-enter the Premises and remove all persons and property therefrom, using such force as may be necessary.
- D. If Lessee shall at any time be in default in fulfilling any of the covenants of this Lease, Lessor may, but shall not be obligated to do so, and without notice or demand upon Lessee, take or cause to be taken such action or made such payment as may be required by such covenant, at Lessee's risk and expense, and all expenses, costs, and liabilities of Lessor incurred in accordance with the terms of this paragraph shall be deemed additional rental hereunder, and shall be paid to Lessor on demand, together with interest at the rate of 15% annum.
- E. The remedies of Lessor hereunder shall be cumulative and not exclusive of any other remedy hereunder or to which Lessor may be entitled in law or in equity. The failure of Lessor to insist upon strict performance of any of the covenants of this Lease or to exercise any option herein contained shall not be construed as a waiver or relinquishment of the future of such or any other covenant or option, nor shall the receipt by Lessor of rent with knowledge of any default by Lessee, or any other action of Lessor except a waiver expressed in writing signed by Lessor, be deemed a waiver of such default, nor shall the acceptance of Lessor of any sum of rental less than the sum provided for in .to pay the full rental provided herein. The acceptance of any lesser sum than the full rent herein stipulated shall be an acceptance of the amount paid on account of the full rent due.

16. ASSIGNMENTS, LEASES AND SUBLEASES. Lessee shall not assign any interest under the terms of this Lease without the prior written consent of Lessor

first being obtained. Before any assignment of the Lease shall become effective, the assignee shall in writing assume and agree to be bound by all the covenants, agreements, terms and conditions of this Lease.

No assignment, sublease, or transfer of interest in whole or in part made by Lessee or any subsequent assignee or transferee in interest shall operate to discharge or abate any obligation hereunder made or hereafter assumed by Lessee or any assignee or sublessee or transferee.

A consent by Lessor to one assignment shall in no event be a consent to a subsequent assignment, sublease, or occupation by other persons.

Any unauthorized assignment or sublease shall, at the option of Lessor, be void and shall terminate the Lease.

17. SURRENDER. Lessee covenants and agrees to deliver up and surrender possession of the Premises to Lessor at the termination of this Lease, by expiration of the term or otherwise, in as good condition and repair as the same shall be at the commencement of this Lease, and in as good condition and repair as shall be required of Lessee during the term hereof, excepting only natural wear and decay which cannot reasonably be arrested by regular repair and maintenance.

18. OWNERSHIP OF BUILDING, STRUCTURES AND OTHER IMPROVEMENTS. All buildings, structures, installations and other permanent structural improvements presently existing or which may hereafter be erected or placed upon the Premises, whether by Lessor or Lessee, shall be and remain the property of Lessor, and Lessor shall derive all benefits of such ownership, including all benefits accruing to Lessor by law from depreciation thereof.

19. SUMS DUE LESSOR A LIEN. Subject to the other provision contained in this Lease Agreement, all sums which shall become due to Lessor on account of any provision whatsoever of this Lease are and shall always constitute a valid lien upon any and all goods, chattels and other property belonging to the Lessee and located upon the Premises.

20. NOTICES. At any notice provided for herein shall be sufficiently given if served personally or if deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed to the party to whom the notice is to be served. If either the Lessor or Lessee shall at any time change its name, or if there be an assignment or other disposition of lease rights by either party, or if either party changes the place of address to which such notice or communication shall be sent,

written notice of such communication shall be given to the other party. Until further notice in writing is served, any notice or communication with reference to the Lease Agreement addressed to Lessor may be addressed to Quay County Manager, P. O. Box 1246, Tucumcari, NM 88401, and any such notices or communication addressed to Lessee may be addressed to Sheryl Aspelin and Johnny Sanchez, Mis Amigos Family Services, LLC, 109 E Main, Tucumcari, NM 88401. Notices given as provided herein shall be deemed effectively given as of the date of personal delivery or as of the third business day following the date of deposit of same for mailing in the United States Post Office.

21. COVENANTS RUN TO SUCCESSORS, ASSIGNS, ETC. It is agreed that all covenants, conditions, agreements and undertakings in this Lease shall extend to and be binding upon the parties hereto, and their appointed heirs, successors, personal representative and assigns.
22. ENTIRE AGREEMENT. The parties hereto agree that this Lease incorporates all of the agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and that all covenants, agreements and understandings have been merged into this Lease. No prior agreements or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable.
23. INVALIDITY OF PARTICULAR PROVISIONS. If any term or provision of this Lease or the application thereof to any person or circumstances shall be held invalid or unenforceable, the remainder of this Lease or the application of such term or provision to other persons or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby. Each term and provision of this Lease shall be valid and enforceable to the fullest extent permitted by law.
24. AMENDMENTS. The parties hereto agree that this Lease Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto.
25. TIME OF ESSENCE. Time shall be of the essence in the performance by the parties of all the terms, conditions and provisions herein contained.

IN WITNESS WHEREOF, the parties hereto have executed this Lease Agreement as of the date first written above.

LESSOR:

LESSEE:

**QUAY COUNTY
BOARD OF COMMISSIONERS**

MIS AMIGOS FAMILY SERVICES, LLC


Franklin McCasland, Chairman

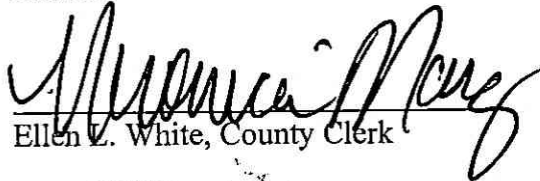
Sheryl Aspelin


Jerri Rush, Member

Johnny Sanchez


Robert Lopez, Member

Attest:


Ellen L. White, County Clerk

