



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

AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
JULY 25, 2022

9:00 A.M. Call Meeting to Order
Pledge of Allegiance
Approval of Minutes-Regular Session July 11, 2022
Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. Andrea Shafer, DWI Coordinator
 - Request Approval of DWI 4th Quarterly Report
- II. Cheryl Simpson, Quay County Finance Director
 - Request Approval of FY22 4th Quarter DWI Financial Report
 - Request Approval of FY2021-2022 Resolution No. 39 – Certification of Capital Asset Inventory
 - Request Approval of FY2022-2023 Resolution No. 1 FY2022 Final Quarter DFA Financial Report
 - Request Approval of FY2022-2023 Resolution No. 2 FY2022 Final Budget Adoption
- III. Paul Lucero, Emergency Manager
 - Request Approval of FY 2022 State Homeland Security Grant Program Application
- IV. Larry Moore, Quay County Road Superintendent
 - Road Update
- V. Daniel Zamora, Quay County Manager
 - Request Approval of Economic Development Service Agreement
 - Request Approval of New Mexico State Library Agreement
 - Correspondence



VI. Indigent Claims Board

- Call Meeting to Order
- Request Approval of Indigent Minutes for the June 27, 2022 Meeting
- Request Approval of Claims Prepared by Sheryl Chambers
- Adjourn

VII. Request Approval of Accounts Payable

VIII. Other Quay County Business that may Arise During the Commission Meeting and/or Comments from the Commissioners

Adjourn

Lunch-Time and Location to be Announced

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

July 25, 2022

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 25th day July, 2022 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
Jerri Rush, Commissioner
Robert Lopez, Commissioner
Ellen L. White, County Clerk
Daniel Zamora, County Manager

OTHERS PRESENT:

Cheryl Simpson, Quay County Finance Director
Lucas Bugg, Quay County Fire Marshall
Janie Hoffman, Quay County Assessor
Richard Primrose, Quay County Consultant
Andrea Shafer, Quay County DWI Coordinator
Paul Lucero, Quay County Emergency Manager
Larry Moore, Quay County Road Superintendent
Brian Fortner, and wife Mary, County Commission District 3 Candidate
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Brian Fortner led the Pledge of Allegiance.

A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the July 11, 2022 regular session minutes. MOTION carried with Rush voting "aye", Lopez voting "aye" and McCasland voting "aye".

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

Public Comments: Quay County Clerk, Ellen White, reported the automatic recounts held in six different counties following the Primary Election involved 11,979 ballots. White stated, of those ballots re-counted, there were no discrepancies or changes in the vote totals for those candidates.

NEW BUSINESS:

Quay County DWI Coordinator, Andrea Shafer, presented the DWI 4th Quarterly Report. A copy of said report is attached to these minutes.

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

- FY22 4th Quarter DWI Financial Report. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Report. MOTION carried with Lopez voting “aye”, Rush voting “aye” and McCasland voting “aye”. A copy is attached.
- FY 2021-2022 Resolution No. 39; Certification of Capital Asset Inventory. A MOTION was made by Jerry Rush, SECONDED by Robert Lopez to approve the Capital Asset Inventory Certification. MOTION carried with Rush voting “aye”, Lopez voting “aye” and McCasland voting “aye”. A copy is attached.
- FY2022-2023 Resolution No. 1; Final Quarter of DFA Financial Report. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Resolution. MOTION carried with Lopez voting “aye”, Rush voting “aye” and McCasland voting “aye”. A copy is attached.
- FY2022-2023 Resolution No. 2; FY2020 Final Budget Adoption. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Resolution. MOTION carried with Lopez voting “aye”, Rush voting “aye” and McCasland voting “aye”. A copy is attached.

Paul Lucero, Quay County Emergency Manager, requested approval of the Application for FY2022 State Homeland Security Grant Program. Lucero explained the Grant, if awarded would be used for Cyber Security. Total funds requested are \$100,000.00 with no match required. A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the Application for the Grant. MOTION carried with Rush voting “aye”, Lopez voting “aye” and McCasland voting “aye”. A copy is attached to these minutes.

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

- Crews have completed Quay Road AF and Quay Road 64. Close out paperwork for these projects are ongoing.
- During the project on Quay Road 64, the intersection at Quay Road AR and 64 was also reworked for improvements, as well as Quay Road 64 and AP.
- Inflating costs continue hampering the start of the 2023 projects as those projects are being re-evaluated to address inflation.
- NM Department of Transportation representatives, John Herrera and Gabe Lucero are continuing to coordinate efforts with Moore on the Bridge 1042 project and get cost estimates.
- Jeff Vigil, State Bridge Engineer continues to work with Moore on the future funding for repairs to the second bridge. A meeting is being set up to review that paperwork.
- Crews are working on problem areas on roadways throughout the county including pot holes, mowing and blading.

Quay County Manager, Daniel Zamora presented the following items for approval:

- Requested approval of the Economic Development Service Agreement between Quay County and the Greater Tucumcari Economic Development Corporation. Compensation from Quay County totals \$50,000.00 for the one-year Agreement. A MOTION was made by Robert

Lopez, SECONDED by Jerri Rush to approve the Agreement. MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye". A copy is attached.

- Requested approval of the New Mexico State Library Services Contract totaling a monetary contribution of \$1,050.00. (Budget request approved during budgeting process). A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Contract. MOTION carried with Lopez voting "aye", Rush voting "aye" and McCasland voting "aye". A copy is attached.

Chairman McCasland called the Indigent Claims Board to order. Time noted 9:30 a.m.

----INDIGENT CLAIMS----

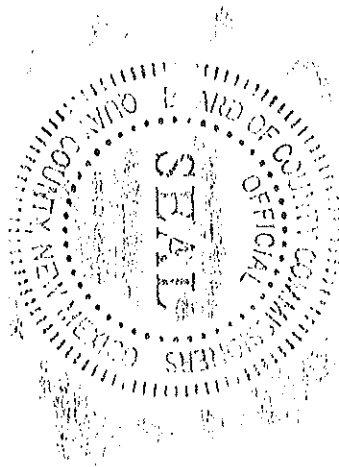
Indigent Claims Board meeting was adjourned and the meeting returned to regular session. Time noted 9:35 a.m.

A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the expenditures included in the Accounts Payable Reports ending July 21, 2022. MOTION carried with Rush voting "aye", Lopez voting "aye" and McCasland voting "aye".

Other Quay County Business That May Arise during the Commission Meeting and/or comments from the Commissioners: NONE


There being no further business, a MOTION was made by Jerri Rush SECONDED by Robert Lopez to adjourn. MOTION carried with Rush voting "aye", Lopez voting "aye" and McCasland voting "aye". Time noted 9:40 a.m.

Respectfully submitted by Ellen L. White, Quay County Clerk.



BOARD OF QUAY COUNTY COMMISSIONERS


Franklin McCasland, Chairman


Robert Lopez, Member


Jerri Rush, Member

ATTEST:


Ellen L. White, County Clerk

QUAY COUNTY DWI PROGRAM

STATISTICS

4th Quarterly Report

April 2022 thru June 2022

Total Number of Arrests: 7

DWI 1st: 7

DWI 2nd: 0

DWI 3rd: 0

DWI 4th: 0

DWI 5th or Subsequent: 0

Aggravated DWIs: 6

Average BAC: .16

Minimum: .08

Maximum: .26

Blood Draws: 0

Refusals: 1

Average Age: 44

Youngest: 23

Oldest: 67

Sex of Offenders

Male: 5

Female: 2

Accidents: 1

Fatalities: 0

Arrests by Agency:

New Mexico State Police: 5

Tucumcari Police Department: 0

Quay County Sheriff's Department: 0

Logan Police Department: 2

Ute Lake State Park: 0

Monthly Arrests

April: 3

May: 2

June: 2

FROM FINAL COURT DATES:

Number of Cases Completed: 4

Number of Convictions/Pleas: 4

Number of Dismissals: 3

Number of Offenders Placed on DWI Compliance:

DWI 1st: 4

DWI 2nd: 0

DWI 3rd: 0

DWI 4th: 0

DWI 5th of Subsequent: 0

Number of Offenders who Successfully Completed DWI Compliance: 1

Number of Offenders who Unsuccessfully Completed DWI Compliance: 0

Number of Community Service Hours Ordered: 96

Number of DWI Offenders Being Supervised: 16

Number of Misdemeanor Offenders Being Supervised: 22

**Local DWI Distribution Program
Financial Status Report**

Exhibit F

Financial Status Report No.: 4

I. A. Program Name: Quay County		II. Distribution Received:		III. Distribution Balance:	
B. Address: PO Box 1246 Tucumcari, NM 88401		A. September: 26,614.00		A. Distribution Year To Date: \$102,349.00	
		B. December: 26,170.00		B. Expenditures Year To Date: \$93,801.14	
C. Telephone No.: 575-461-2112		C. March: 27,629.00		C. Expenditures This Quarter: \$23,932.32	
D. Distribution No.: 22-D-D-21		D. June: 22,136.00		D. Distribution Balance: \$8,547.86	
		E. Total Year To Date: 102,349.00		IV. Report Period Ending: 30-Jun-22	

Budget Line Items	Distribution				In-Kind Match				
	Approved Budget	Expenditures This Report	Remaining Budget	Expenditures YTD	Approved Budget	Expenditures This Report	Remaining Budget	Expenditures YTD	
ADMINISTRATIVE*									
Personnel Services					7,000.00	1,716.35	159.60	6,840.40	Per. Serv.
Employee Benefits					1,000.00	206.17	0.00	1,000.00	Empl. Ben.
PROGRAM									
Personnel Services	66,913.00	17,836.00	0.95	66,912.05	0.00	0.00	0.00	0.00	Per. Serv.
Employee Benefits	12,283.00	3,148.06	37.12	12,245.88	0.00	0.00	0.00	0.00	Empl. Ben.
Travel (In-State)	1,000.00	0.00	612.00	388.00	0.00	0.00	0.00	0.00	Travel In
Travel (Out-of-State)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Travel Out
Supplies	2,392.00	727.68	889.97	1,602.03	2,500.00	0.00	2,214.61	285.49	Supplies
Operating Costs	12,800.00	2,220.58	46.82	12,753.18	6,500.00	2,292.54	183.94	6,316.06	Operating
Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Contractual
Minor Equipment	0.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00	Minor Equip.
Capital Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Cap Purch
TOTALS	95,388.00	23,932.32	1,586.86	93,801.14	18,000.00	4,215.06	3,558.05	14,441.95	

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

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

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

Cheryl Simpson 7/19/2022
Program Fiscal Officer (Signature) Date

Program Representative (Signature) Date

(DFA Local Government Division Use Only)

Local Government Division Fiscal Officer Date

Local Government Division Program Manager Date

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

Exhibit F (1)
Adjustment #1

Program: Quay County
Dist No.: 22-D-D-21
Report No. 4

Total Distribution Reported This Quarter 23,932.32
Total In-Kind Match This Quarter 4,215.06
Total Expenditures Reported This Quarter 28,147.38

Distribution:

	<u>Budget</u>	<u>This Report</u>	<u>Remaining Budget</u>	<u>Expenditures YTD</u>
Prevention	0.00		0.00	0.00
Enforcement	0.00		0.00	0.00
Screening	0.00		0.00	0.00
Treatment: Outpatient/Jailbased	0.00		0.00	0.00
Compliance Monitoring/Tracking	51,488.00	12,568.53	602.42	50,885.58
Coord, Plan & Eval	43,900.00	11,343.79	984.44	42,915.56
Alternative Sentencing	0.00		0.00	0.00
Totals:	<u>95,388.00</u>	<u>23,932.32</u>	<u>1,586.86</u>	<u>93,801.14</u>

In-Kind Match:

	<u>Budget</u>	<u>This Report</u>	<u>Remaining Budget</u>	<u>Expenditures YTD</u>	<u>Additional In-Kind/Match</u>
Prevention	0.00		0.00	0.00	
Enforcement	0.00		0.00	0.00	
Screening	1,000.00		300.00	700.00	
Treatment: Outpatient/Jailbased	0.00		0.00	0.00	
Compliance Monitoring/Tracking	15,000.00	4,215.06	1,258.05	13,741.95	
Coord, Plan & Eval	2,000.00		2,000.00	0.00	
Alternative Sentencing	0.00		0.00	0.00	
Totals:	<u>18,000.00</u>	<u>4,215.06</u>	<u>3,558.05</u>	<u>14,441.95</u>	<u>0.00</u>

Total Expenditures This Period:	<u>28,147.38</u>	↔	Checks: <u>28,147.38</u>
Total Expenditures Year to Date:	<u>108,243.08</u>	↔	<u>108,243.09</u>
Total Additional In-Kind Match Year to Date:	<u>0.00</u>		

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

Cheryl Simpson
Program Representative (Signature)

Finance Director
Title

7/19/2022
Date

Exhibit G - Distribution

Exhibit G - Distribution

Detailed Breakdown By Line Item
LOCAL DWI PROGRAM

County/ Municipality: Quay County
Distribution No.: 22-D-D-21
Quarter Report No.: 4

Total Distribution This Quarter: 23,932.32
Total In-Kind Match This Quarter: 4,215.06
Total Expenditures Reported This Quarter: 28,147.38

Distribution Expenditures:

ADMINISTRATIVE

Administrative expenses are not allowed.

PROGRAM

Personnel Services

Pay Period	Name	Job Title	Document Identifier	Amount	Component
3/27-4/9/22	Andrea Shafer	DWI Coordinator	Direct Deposit 4/14/2022	1,377.60	Coordinator
4/10-23/22	Andrea Shafer	DWI Coordinator	Direct Deposit 4/28/2022	1,377.60	Coordinator
4/24-5/7/22	Andrea Shafer	DWI Coordinator	Direct Deposit 5/12/2022	1,377.60	Coordinator
5/8-21/22	Andrea Shafer	DWI Coordinator	Direct Deposit 5/26/2022	1,377.60	Coordinator
5/22-6/4/22	Andrea Shafer	DWI Coordinator	Direct Deposit 6/9/2022	1,377.60	Coordinator
6/5-18/22	Andrea Shafer	DWI Coordinator	Direct Deposit 6/23/2022	1,377.60	Coordinator
6/19-30/22	Andrea Shafer	DWI Coordinator	Direct Deposit 7/7/2022	1,377.60	Coordinator
3/27-4/9/22	Richard Marano	DWI Compliance	Direct Deposit 4/14/2022	1,170.40	Compliance
4/10-23/22	Richard Marano	DWI Compliance	Direct Deposit 4/28/2022	1,170.40	Compliance
4/24-5/7/22	Richard Marano	DWI Compliance	Direct Deposit 5/12/2022	1,170.40	Compliance
5/8-21/22	Richard Marano	DWI Compliance	Direct Deposit 5/26/2022	1,170.40	Compliance
5/22-6/4/22	Richard Marano	DWI Compliance	Direct Deposit 6/9/2022	1,170.40	Compliance
6/5-18/22	Richard Marano	DWI Compliance	Direct Deposit 6/23/2022	1,170.40	Compliance
6/19-30/22	Richard Marano	DWI Compliance	Direct Deposit 7/7/2022	1,170.40	Compliance

Total Personnel Services: 17,836.00

Employee Benefits

Pay Period	Name	Job Title	Document Identifier	Description	Amount	Component
3/27-4/9/22	Andrea Shafer	DWI Coordinator	Direct Deposit 4/14/2022		242.60	Coordinator
4/10-23/22	Andrea Shafer	DWI Coordinator	Direct Deposit 4/28/2022		242.60	Coordinator
4/24-5/7/22	Andrea Shafer	DWI Coordinator	Direct Deposit 5/12/2022		242.60	Coordinator

Exhibit G - Distribution

5/8-21/22	Andrea Shafer	DWI Coordinator	Direct Deposit	5/26/2022	242.60	Coordinator
5/22-6/4/22	Andrea Shafer	DWI Coordinator	Direct Deposit	6/9/2022	242.60	Coordinator
6/5-18/22	Andrea Shafer	DWI Coordinator	Direct Deposit	6/23/2022	244.90	Coordinator
6/19-30/22	Andrea Shafer	DWI Coordinator	Direct Deposit	7/7/2022	242.69	Coordinator
3/27-4/9/22	Richard Marano	DWI Compliance	Direct Deposit	4/14/2022	206.44	Compliance
4/10-23/22	Richard Marano	DWI Compliance	Direct Deposit	4/28/2022	206.44	Compliance
4/24-5/7/22	Richard Marano	DWI Compliance	Direct Deposit	5/12/2022	206.44	Compliance
5/8-21/22	Richard Marano	DWI Compliance	Direct Deposit	5/26/2022	206.44	Compliance
5/22-6/4/22	Richard Marano	DWI Compliance	Direct Deposit	6/9/2022	206.44	Compliance
6/5-18/22	Richard Marano	DWI Compliance	Direct Deposit	6/23/2022	208.74	Compliance
6/19-30/22	Richard Marano	DWI Compliance	Direct Deposit	7/7/2022	206.53	Compliance
Total Employee Benefits:					3,148.06	

Travel (In-State)

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

Travel (Out-of-State)

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

Supplies (*List Prevention Giveaways/Promotional Items separately below)

Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
5/13/2022	Card Services 2172	Office Supplies	6/22/2022	Ref 477; Check #47868	31.48	Compliance
6/15/2022	Amazon Capital Services	Office Supplies	6/22/2022	Ref 645; Check #47885	47.68	Compliance
6/15/2022	Amazon Capital Services	Office Supplies	6/22/2022	Ref 646; Check #47885	424.22	Compliance
4/30/2022	Postage	Postage	4/30/2022	Ref 13; Journal entry	25.00	Compliance
6/15/2022	Quadient	Postage Meter Ink	6/22/2022	Ref 626; Check #47923	27.25	Compliance

*Prevention Giveaways/Promotional Items

5/5/2022	Card Services 2172	Red Ribbon Week Giveaways	6/22/2022	Ref 476; Check #47868	172.05	Compliance
Total Supplies:					727.68	

Operating Costs

Date(s) Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
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Exhibit G - Distribution

4/1/2022	Quay County Treasurer	Office Lease	4/6/2022	Ref 82; Check #47408	600.00	Compliance
5/1/2022	Quay County Treasurer	Office Lease	5/4/2022	Ref 78; Check #47560	600.00	Compliance
6/1/2022	Quay County Treasurer	Office Lease	6/8/2022	Ref 158; Check #47821	600.00	Compliance
4/4/2022	Xcel	Electricity	4/14/2022	Ref 260; Check #47445	65.36	Compliance
4/6/2022	NM Gas Company	Gas	4/20/2022	Ref 319; Check #47454	140.00	Compliance
3/24/2022	City of Tucumcari	Water	4/6/2022	Ref 8; Check #47368	107.61	Compliance
4/25/2022	City of Tucumcari	Water	5/4/2022	Ref 23; Check #47525	107.61	Compliance
Total Operating Costs:					2,220.58	

Contractual Services

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

Minor Equipment

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

Capital Purchases

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

Total Distribution Expenditures for the Quarter: 23,932.32

Check: 23932.32

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

Exhibit G - Distribution

Cheryl Simpson

Program Representative (Signature)

Finance Director

Title

7/19/2022

Date

Exhibit G - Distribution In-Kind Match

Detailed Breakdown By Line Item
LOCAL DWI PROGRAM

County/ Municipality: Quay County
Distribution No.: 22-D-D-21
Quarter Report No.: 4

Total Distribution This Quarter: 23,932.32
Total In-Kind Match This Quarter: 4,215.06
Total Expenditures Reported This Quarter: 28,147.38

In-Kind Match Expenditures:

ADMINISTRATIVE

Personnel Services

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Document Identifier</u>	<u>Description</u>	<u>Amount</u>	<u>Component</u>
April, May, June	Cheryl Simpson	Finance Director	In Kind Certification	45 hrs@ \$21.45	965.25	Compliance
April, May, June	Sheryl Chambers	A/P Clerk	In Kind Certification	30 hrs@ \$18.37	551.10	Compliance
April, May, June	DWI Council Meetings	Voting Members	In Kind Certification	8 members @ \$25	200.00	Compliance
Total Personnel Services:					<u>1,716.35</u>	

Employee Benefits

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Document Identifier</u>	<u>Description</u>	<u>Amount</u>	<u>Component</u>
April, May, June	Cheryl Simpson	Finance Director	In Kind Certification	Benefits	110.00	Compliance
April, May, June	Sheryl Chambers	A/P Clerk	In Kind Certification	Benefits	96.17	Compliance
Total Employee Benefits:					<u>206.17</u>	

PROGRAM

Personnel Services

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Document Identifier</u>	<u>Description</u>	<u>Amount</u>	<u>Component</u>
Total Personnel Services:					<u>0.00</u>	

Employee Benefits

<u>Pay Period</u>	<u>Name</u>	<u>Job Title</u>	<u>Document Identifier</u>	<u>Description</u>	<u>Amount</u>	<u>Component</u>
Total Employee Benefits:					<u>0.00</u>	

Travel (In-State)

Date of Travel & Location	Traveler's Name	Purpose of Travel	Check Date	Document Identifier	Amount	Component

Total Travel (In-State): 0.00

Date of Travel & Location	Traveler's Name	Purpose of Travel	Check Date	Document Identifier	Amount	Component

Total Travel (Out-of-State): 0.00

Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component

Total Supplies: 0.00

Date(s) Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component
4/1/2022	Plateau	Internet Service	4/6/2022	Ref #124; Check #47373	442.74	Compliance
5/1/2022	Plateau	Internet Service	5/4/2022	Ref #89; Check #47627	442.74	Compliance
6/1/2022	Plateau	Internet Service	6/8/2022	Ref #236; Check #47757	443.11	Compliance
2/10/2022	Ricoh Copiers	Copier Lease	4/6/2022	Ref 37; Check #47411	65.61	Compliance
3/11/2022	Ricoh Copiers	Copier Lease	4/6/2022	Ref 38; Check #47411	65.61	Compliance
4/12/2022	Ricoh Copiers	Copier Lease	5/4/2022	Ref 427; Check #47564	65.61	Compliance
5/13/2022	Ricoh Copiers	Copier Lease	6/8/2022	Ref 79; Check #47824	65.61	Compliance
6/10/2022	Ricoh Copiers	Copier Lease	6/22/2022	Ref 607; Check #47920	65.61	Compliance
4/1/2022	Ricoh Copiers	Copy Charges	4/20/2022	Ref 344; Check #47456	25.92	Compliance
5/1/2022	Ricoh Copiers	Copy Charges	5/18/2022	Ref 408; Check #47681	15.64	Compliance
6/1/2022	Ricoh Copiers	Copy Charges	6/22/2022	Ref 433; Check #47929	18.58	Compliance
4/29/2022	Quadrant Leasing	Postage Meter Lease	6/18/2022	Ref 367; Check #47655	59.51	Compliance
5/6/2022	NM Gas Company	Gas	5/18/2022	Ref 375; Check #47612	140.00	Compliance
6/9/2022	NM Gas Company	Gas	6/22/2022	Ref 408; Check #47817	140.00	Compliance
6/2/2022	Xcel	Electricity	6/13/2022	Ref 403; Check #47851	68.08	Compliance
5/4/2022	Xcel	Electricity	5/18/2022	Ref 348; Check #47615	60.55	Compliance
5/24/2022	City of Tucumcari	Water	6/8/2022	Ref 25; Check #47754	107.61	Compliance

Total Contractual Services: 2,292.54

Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component

Total Minor Equipment: 0.00

Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component

Total Capital Purchases: 0.00

Total In-Kind Match: 4,215.06

Check: 4215.06

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

Screening Fees Collected Summary

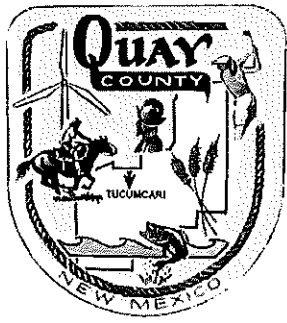
	Amount of all screening fees collected this reporting period	Amount of all screening fees spent this reporting period
FY22 Beginning Fee Balance for Screening		
\$ 8,860.74	\$ 50.00	\$ -

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

Cheryl Simpson
Program Representative (Signature)

Finance Director
Title

7/19/2022
Date



QUAY COUNTY GOVERNMENT
FISCAL YEAR 2021-2022
RESOLUTION NO. 39

**A RESOLUTION OF CERTIFICATION OF THE QUAY COUNTY
FISCAL YEAR 2022 CAPITAL ASSET INVENTORY**

WHEREAS, according to State Audit Rule 2.2.2.10Y Capital Asset Inventory: (2) Section 12-6-10(A) NMSA 1978 requires each agency to conduct an annual physical inventory of movable chattels and equipment costing more than \$5,000.00 on the Capital Inventory list at the end of each fiscal year; and

WHEREAS, NMSA 1978, Section 15-3B-16 directs the general services department to promulgate regulations to user agencies for the accounting and control of fixed assets owned by government agencies; and

WHEREAS, upon adoption of this resolution, the request to dispose of obsolete and defective office equipment (See attached list) will be submitted to the New Mexico State Auditor's Office and the New Mexico Finance & Administration Division for approval, and

WHEREAS, the term "agency" is intended to include New Mexico Counties when used in the Audit Act, (See NMSA 1978, Section 12-6-2(2010)); and

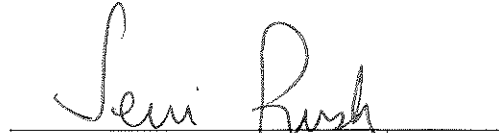
WHEREAS, the Board of County Commissioners met in a regularly scheduled meeting on Monday, July 25, 2022 at 9:00 a.m. in the Commission Chambers, Quay County Courthouse, Tucumcari, NM 88401.

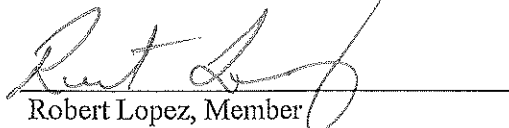
NOW, THEREFORE, BE IT RESOLVED that the physical asset inventory, attached and incorporated hereto as Exhibit "A", is hereby certified to be correct and approval to dispose of obsolete fixed assets.

APPROVED, RESOLVED AND CERTIFIED by governing body at its meeting of July 25, 2022.

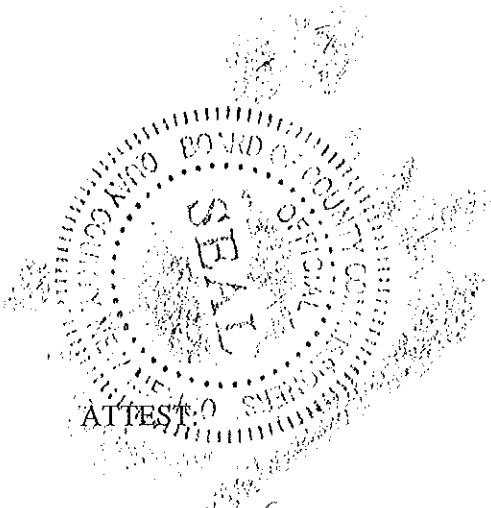
QUAY COUNTY COMMISSION


Franklin McCasland, Chairman


Jerri Rush, Member


Robert Lopez, Member


Ellen White, County Clerk



**STATE OF NEW MEXICO
QUAY COUNTY
2022-2023
RESOLUTION NO. 1**

**FY2022 FINAL QUARTER FINANCIAL REPORT
YEAR ENDING JUNE 30, 2022**

WHEREAS, the Governing Board in and for the County of Quay, State of New Mexico has developed a budget for fiscal year 2022 – 2023; and

WHEREAS, the final quarterly report has been reviewed and approved to ensure the accuracy of the beginning balances used on the FY 2023 budget; and

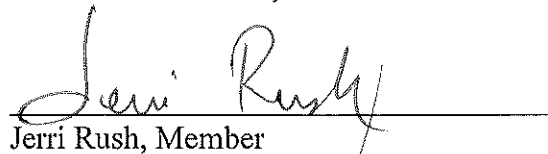
WHEREAS, it is hereby certified that the contents in this report are true and correct to the best of our knowledge and that this report depicts all funds for fiscal year 2022.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Board of County Commissioners, County of Quay, State of New Mexico hereby approves the final quarterly report for FY 2022 hereinafter described as Attachment “A” and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

Resolved: In the Regular Board Session this 25th day of July, 2022.

**QUAY COUNTY
BOARD OF COMMISSIONERS**

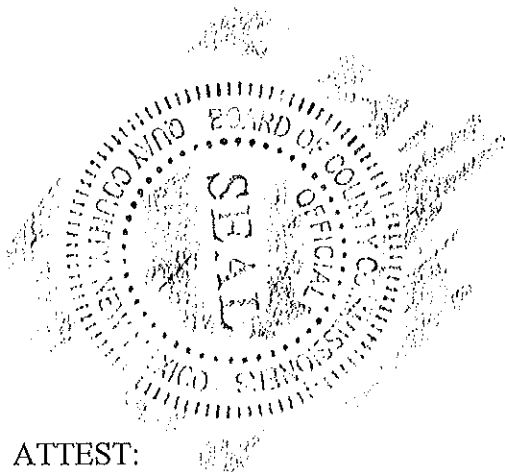

Franklin McCasland, Chairman


Jerri Rush, Member


Robert Lopez, Member

ATTEST:


Ellen White, County Clerk



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

Report Recap - Fiscal Year 2021-2022 - Quay County - FY2022 Q4

Printed from LGBMS on 2022-07-13 09:40:28

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Adjustments	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	1,352,591.00	0.00	4,676,793.85	-1,909,187.00	2,540,899.50	828.10	1,580,126.45	635,224.88	944,901.57
20200 Environmental	104,428.00	0.00	46,527.14	0.00	1,382.93	0.00	149,572.21	0.00	149,572.21
20300 County Property Valuation	180,835.00	0.00	73,753.57	0.00	57,523.70	0.00	197,064.87	0.00	197,064.87
20400 County Road	575,570.00	0.00	1,112,844.95	968,748.58	1,601,103.76	601.64	1,056,661.41	133,425.31	923,236.10
20600 Emergency Medical Services	3,840.00	0.00	12,060.00	0.00	15,436.13	0.00	463.87	0.00	463.87
20800 Farm & Range	435.00	0.00	53.81	0.00	0.00	0.00	488.81	0.00	488.81
20900 Fire Protection	1,257,330.00	0.00	1,836,757.32	-191,483.00	562,702.23	526.91	2,340,449.00	0.00	2,340,449.00
21100 Law Enforcement Protection	0.00	0.00	23,600.00	0.00	23,600.00	0.00	0.00	0.00	0.00
21800 Intergovernmental Grants	43,335.00	0.00	106,125.92	29,493.00	128,706.04	0.00	50,247.88	0.00	50,247.88
22000 Indigent Fund	305,674.00	0.00	400,341.72	-100,000.00	262,579.78	0.00	343,435.94	0.00	343,435.94
22100 Hospital Gross Receipts Tax	1,370,998.00	0.00	1,640,597.15	-178,503.28	1,155,809.49	0.00	1,677,282.38	0.00	1,677,282.38
22300 DWI Fund	28,545.00	0.00	102,574.00	0.00	112,381.37	0.00	18,737.63	0.00	18,737.63
22500 Clerks Recording & Filing Fund	32,778.00	0.00	12,188.65	0.00	14,195.25	0.00	30,771.40	0.00	30,771.40
22600 Jail - Detention	139,596.00	0.00	551,062.15	1,000,000.00	1,468,389.59	0.00	222,268.56	0.00	222,268.56
22700 County Emergency Communications and Medical & Behavioral Health GRT	387,320.00	0.00	672,593.34	0.00	538,450.37	45.52	521,508.49	0.00	521,508.49
26000 American Rescue Plan Act	801,524.00	0.00	801,524.00	0.00	243,502.37	0.00	1,359,545.63	0.00	1,359,545.63
29900 Other Special Revenue	418,432.00	0.00	161,942.72	133,503.28	293,500.03	0.00	420,377.97	0.00	420,377.97
30200 CDBG (HUD) Project	68,745.00	0.00	0.00	0.00	906.78	0.00	67,836.22	0.00	67,836.22

30300 State Legislative Appropriation Project	0.00	0.00	258,060.29	0.00	341,878.77	83,818.48	0.00	0.00	0.00
30400 Road/Street Projects	3,088,677.00	0.00	681.73	-300,000.00	206,162.41	0.00	2,583,196.32	0.00	2,583,196.32
39900 Other Capital Projects	2,063,185.00	0.00	12,616.27	150,000.00	109,653.67	-83,818.48	2,032,329.12	0.00	2,032,329.12
40400 NMFA Loan Debt Service	3,951.00	0.00	416,848.27	397,408.42	555,165.88	0.00	263,041.81	0.00	263,041.81
Totals	12,227,789.00	0.00	12,919,546.85	0.00	10,233,932.05	2,002.17	14,915,405.97	768,650.19	14,146,755.78

QUAY COUNTY
FISCAL YEAR: 2021-22
REPORT PERIOD: 06/22

FUND NUMBER AND TITLE	BEGINNING CASH	REVENUES	TRANSFERS	EXPENDITURES	CHANGE IN	ENDING CASH
	BALANCE				BALANCE SHEET	BALANCE
401 GENERAL FUND	1,352,591.59	4,676,793.85	(1,909,187.00)	2,540,899.50	828.10	1,580,127.04
402 ROAD FUND	575,570.07	1,112,844.95	968,748.58	1,601,103.76	601.64	1,056,661.48
403 FARM & RANGE FUND	435.45	53.81	.00	.00	.00	489.26
406 HEALTH CARE ASSISTANCE FUND	305,673.55	400,341.72	(100,000.00)	262,579.78	.00	343,435.49
407 FIRE DISTRICT NO 1 FUND	80,834.28	127,786.64	(25,164.00)	64,766.23	34.00	118,724.69
408 FIRE DISTRICT NO 2 FUND	63,099.20	224,071.17	(30,480.00)	96,745.78	.00	159,944.59
409 FIRE DISTRICT NO 3 FUND	47,475.60	79,580.76	(24,086.00)	27,794.98	.00	75,175.38
410 NARA VISA FIRE FUND	149,868.37	357,517.62	.00	30,278.99	107.85	477,214.85
411 FORREST FIRE FUND	82,658.06	112,848.35	(12,589.00)	73,220.71	120.38	109,617.08
412 JORDAN FIRE FUND	171,263.62	130,823.33	(22,151.00)	34,707.95	111.92	245,339.92
413 BARD ENDEE FIRE FUND	151,632.34	480,512.07	(17,118.00)	77,754.02	111.38	537,383.77
414 EMERGENCY MEDICAL SERVS FUND	3,839.28	12,060.00	.00	15,436.13	.00	463.15
415 QUAY FIRE DIST FUND	153,740.52	169,129.80	(22,138.00)	96,458.06	.00	204,274.26
416 FORESTRY FIRE FUNDS	148,794.14	26,394.39	.00	28,067.72	.00	147,120.81
418 PORTER FIRE DEPT.	314,867.37	77,083.14	(12,431.00)	23,551.95	41.38	356,008.94
419 QUAY COUNTY EMERGENCY MANAG	43,335.32	106,125.92	29,493.00	128,706.04	.00	50,248.20
420 QUAY COUNTY FIRE MARSHALL	41,889.68	77,604.44	(25,306.00)	37,423.56	.00	56,764.56
421 DETENTION CENTER	115,528.70	551,062.15	1,000,000.00	1,452,419.31	.00	214,171.54
430 SAFETY NET CARE POOL FUND	.00	.00	133,503.28	133,503.28	.00	.00
431 COUNTY EMERGENCY COMMUNICATI	387,320.93	672,593.34	.00	538,450.37	45.52	521,509.42
499 REAPPRAISAL FUND	180,834.97	73,753.57	.00	57,523.70	.00	197,064.84
501 HOSPITAL FUND	1,370,997.97	1,640,597.15	(1,178,503.28)	1,155,809.49	.00	677,282.35
503 RURAL ADDRESSING FUND	16,746.25	2,504.73	.00	6,218.64	.00	13,032.34
510 HOSPITAL IMPROVEMENT FUND	.00	.00	1,000,000.00	.00	.00	1,000,000.00
516 ASAP - OTHER CHARGES	9,583.46	17.14	.00	1,083.10	.00	8,517.50
520 TUC. DOMESTIC VIOLENCE PROGRA	4,555.32	3,337.39	.00	4,664.63	.00	3,228.08
562 DEBT SERVICE	.00	.00	397,408.42	397,408.42	.00	.00
563 NMFA DEBT RESERVE	3,950.32	416,848.27	.00	157,757.46	.00	263,041.13
607 LAW ENFORCEMENT PROTECTION F	.00	23,600.00	.00	23,600.00	.00	.00
610 JUVENILE DET OFFICER FUND	24,067.44	.00	.00	15,970.28	.00	8,097.16
613 PRIMARY CARE CLINIC	145,289.55	112,189.88	.00	108,361.11	.00	149,118.32
621 CLERK'S EQUIP REC FUND	32,777.84	12,188.65	.00	14,195.25	.00	30,771.24
622 DWI DISTRIBUTION	21,777.66	102,574.00	.00	112,381.37	.00	11,970.29
623 ENVIRONMENTAL GROSS REC FUND	104,427.49	46,527.14	.00	1,382.93	.00	149,571.70
624 DWI GRANT FUND	6,766.74	.00	.00	.00	.00	6,766.74
628 MISDEMEANOR COURT COMPLIANCE	44,950.65	8,026.69	.00	270.02	.00	52,707.32
631 DWI PROBATION FEES	21,124.08	4,860.50	.00	5,491.06	.00	20,493.52
632 DWI SCREENING FEES	8,860.74	800.00	.00	700.00	.00	8,960.74
634 DWI UA FEES	12,290.06	162.00	.00	140.47	.00	12,311.59
639 WILDLIFE SERVICES	6,236.03	3,650.00	.00	5,000.00	.00	4,886.03
649 COUNTY IMPROVEMENTS	4,767,587.66	270,676.56	150,000.00	657,694.85	.00	4,530,569.37
650 ROAD EQUIPMENT FUND	384,273.83	681.73	(300,000.00)	.00	.00	84,955.56
654 AMERICAN RESCUE PLAN ACT	801,524.00	801,524.00	.00	243,502.37	.00	1,359,545.63
655 CDBG - QUAY COUNTY	38,281.58	.00	.00	908.78	.00	37,372.80
656 CDBG PLANNING GRANT	30,463.63	.00	.00	.00	.00	30,463.63
GRAND TOTAL	12,227,785.34	12,919,546.85	.00	10,233,932.05	2,002.17	14,915,402.31

**STATE OF NEW MEXICO
QUAY COUNTY
2022-2023 RESOLUTION NO. 2
2022-2023 BUDGET ADOPTION
(2023 FISCAL YEAR)**

WHEREAS, the Governing body in and for the County of Quay, State of New Mexico has developed a budget for fiscal year 2023, and

WHEREAS, said budget was developed on the basis of need and through cooperation with all user departments, elected officials and other department supervisors, and

WHEREAS, the official meetings for the review of said documents were duly advertised in Quay County Sun, Majestic Communications and City of Tucumcari Library, in compliance with the State Open Meetings act, and

WHEREAS, it is the majority opinion of this Board that the proposed budget meets the requirements as currently determined for fiscal year 2023,

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Governing Body of the County of Quay, State of New Mexico hereby adopts the budget hereinabove described and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

RESOLVED: In session this 25th day of July, 2022.

**Quay County Board of Commissioners
Tucumcari, New Mexico**

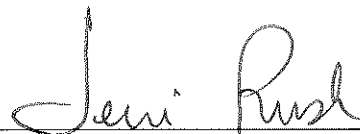
Attest:




Ellen White, County Clerk



Franklin McCasland, Chair



Jerri Rush, Member



Robert Lopez, Member



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

Budget Recap - Fiscal Year 2022-2023
Quay County - Final - Entity

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Fund	Cash	Investments	Revenues	Transfers	Expenditures	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	1,580,127.00	0.00	4,322,603.00	-1,227,877.00	2,957,503.00	1,717,350.00	739,375.75	977,974.25
20200 Environmental	149,572.00	0.00	30,940.00	0.00	71,200.00	109,312.00	0.00	109,312.00
20300 County Property Valuation	197,065.00	0.00	86,363.00	0.00	80,727.00	202,701.00	0.00	202,701.00
20400 County Road	1,056,661.00	0.00	1,000,053.00	755,786.00	2,541,488.00	271,012.00	211,790.67	59,221.33
20600 Emergency Medical Services	463.00	0.00	12,033.00	0.00	12,033.00	463.00	0.00	463.00
20800 Farm & Range	489.00	0.00	45.00	0.00	250.00	284.00	0.00	284.00
20900 Fire Protection	2,340,448.00	0.00	1,224,645.00	-200,303.00	2,095,885.00	1,268,905.00	0.00	1,268,905.00
21100 Law Enforcement Protection	0.00	0.00	50,000.00	0.00	50,000.00	0.00	0.00	0.00
21800 Intergovernmental Grants	50,248.00	0.00	66,083.00	29,493.00	106,957.00	38,867.00	0.00	38,867.00
22000 Indigent Fund	343,435.00	0.00	267,000.00	-100,000.00	272,500.00	237,935.00	0.00	237,935.00
22100 Hospital Gross Receipts Tax	1,677,282.00	0.00	1,330,543.00	-182,090.00	2,132,700.00	693,035.00	0.00	693,035.00
22300 DWI Fund	11,970.00	0.00	113,278.00	0.00	100,627.00	24,621.00	0.00	24,621.00
22500 Clerks Recording & Filing Fund	30,771.00	0.00	12,000.00	0.00	29,000.00	13,771.00	0.00	13,771.00
22600 Jail - Detention	222,269.00	0.00	517,500.00	1,020,000.00	1,501,640.00	158,129.00	0.00	158,129.00
22700 County Emergency Communications and Medical & Behavioral Health GRT	521,509.00	0.00	515,685.00	0.00	528,797.00	508,397.00	0.00	508,397.00
29500 Other Special Revenue	427,143.00	0.00	175,740.00	137,090.00	486,282.00	253,691.00	0.00	253,691.00
30200 CDBG (HUD) Project	67,836.00	0.00	0.00	0.00	30,118.00	37,718.00	0.00	37,718.00
30300 State Legislative Appropriation Project	0.00	0.00	757,166.00	0.00	757,166.00	0.00	0.00	0.00

30400 Road/Street Projects	2,583,197.00	0.00	4,500.00	0.00	2,510,711.00	76,986.00	0.00	76,986.00
39900 Other Capital Projects	2,032,329.00	0.00	15,000.00	-650,000.00	255,000.00	1,142,329.00	0.00	1,142,329.00
40400 NMFA Loan Debt Service	263,042.00	0.00	260,000.00	417,901.00	677,901.00	263,042.00	0.00	263,042.00
26000 American Rescue Plan Act	1,359,546.00	0.00	0.00	0.00	460,400.00	899,146.00	0.00	899,146.00
Totals	14,915,402.00	0.00	10,761,177.00	0.00	17,758,885.00	7,917,694.00	951,166.42	6,966,527.58

ROUNDED TO NEAREST DOLLAR

(A) PROPERTY TAX CATEGORY	(B) 2020 FINAL VALUATIONS	(C) OPERATING TAX RATE	(D) TOTAL PRODUCTION [B X C]	FOR LOCAL GOVERNMENT USE:			83,163
				499-00-31520	Reappraisal Fund		
RESIDENTIAL	87,001,390	0.010350	900,464	Hospital			
NON-RESIDENTIAL	153,415,967	0.010350	1,587,855		240,417,357	0.0015	360,626
OIL & GAS PRODUCTION	511,154	0.010350	5,290		501-00-31500	344,362	
OIL & GAS EQUIPMENT	123,347	0.010350	1,277		634,501	0.0015	952
COPPER					501-00-32100	909	
Sub Total			2,494,887				361,578
Collection Rate%			95.49%				95.49%
TOTAL PRODUCTION			2,382,367			345,271	345,271

(E) FUND TITLE	(F) FUND NUMBER	(G) UNAUDITED BEGINNING CASH BALANCE @ JULY 1 (NO INVESTMENTS)	(H) BUDGETED REVENUES	(I) BUDGETED TRANSFERS	(J) BUDGETED EXPENDITURES	(K) ESTIMATED ENDING CASH BALANCE	(L) LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	(M) ADJUSTED ENDING CASH BALANCE
GENERAL	401	1,580,127	4,322,603	(1,227,877)	2,957,503	1,717,350	739,376	977,974
ROAD	402	1,056,661	1,000,053	756,786	2,541,488	271,012	211,791	59,222
Farm & Ranch	403	489	45	0	250	284	0	
	404	0	0	0	0	0	0	
Indigent	406	343,435	267,000	(100,000)	272,500	237,935	0	
Fire I	407	118,725	127,776	(17,765)	88,250	140,486	0	
Fire II	408	159,945	82,743	(22,108)	60,632	159,948	0	
Fire III	409	75,175	83,143	(24,087)	46,850	87,381	0	
Nara Visa Fire	410	477,215	210,031	(15,887)	670,226	1,133	0	
Forrest Fire	411	109,617	79,922	(12,594)	50,200	126,745	0	
Jordan Fire	412	245,340	136,648	(22,151)	51,050	308,787	0	
Bard-Endee Fire	413	537,384	286,907	(24,517)	693,125	106,649	0	
EMS	414	463	12,033	0	12,033	463	0	
Quay Fire	415	204,274	79,222	(22,144)	55,872	205,480	0	
Forrestry Fire Funds	416	147,121	0	0	129,569	17,552	0	
Porter Fire	418	356,009	59,031	(12,434)	321,780	80,826	0	
Quay County Emergency Manager	419	50,248	66,083	29,493	106,957	38,867	0	
Quay County Fire Marshall	420	56,765	79,222	(26,616)	57,900	51,471	0	
Detention & Corrections	421	214,172	517,500	1,000,000	1,581,640	150,032	0	
Safety Net Care Pool Fund	430	0	0	137,090	137,090	0	0	
County Emergency Communications	431	521,509	515,685	0	528,797	508,397	0	
Reappraisal 1% (County Prop Val Fund)	499	197,065	86,363	0	80,727	202,701	0	3.5%/Cnty Prop Tax
Hospital	501	677,282	585,543	(182,090)	1,072,600	8,135	0	
Rural Addressing	503	13,032	16,100	0	8,150	20,982	0	
Hospital Improvement	510	1,000,000	745,000	0	1,060,100	684,900	0	
Page Total		8,142,054	9,358,653	212,099	12,585,289	5,127,517	951,166	1,037,196
Grand Total		8,142,054	9,358,653	212,099	12,585,289	5,127,517	951,166	1,037,196

[illegible]

Page 3 of 3

Revision No: _____ Revision Date: _____

Check [] if this form is a revision

7/21/2022 8:51 AM

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application

APPLICANT ADMINISTRATIVE SHEET

APPLICANT NAME: Quay County

PROGRAM POINT OF CONTACT: Paul Lucero CONTACT NUMBER: (575)403-5286

PROGRAM EMAIL ADDRESS: paul.lucero@quaycounty-nm.gov

OEM PROGRAM MAILING ADDRESS: 300 S 3rd St.
Tucumcari, NM, 88401

FISCAL POINT OF CONTACT: Cheryl Simpson CONTACT NUMBER: (575)461-2112

FISCAL EMAIL ADDRESS: cheryl.simpson@quaycounty-nm.gov

FISCAL MAILING ADDRESS: P.O. Box 1246
Tucumcari, NM 88401

NM SHARE Vendor Number: 0000054395

Agency Federal Tax Identification Number: 85-6000238

Agency Data Universal Numbering System (DUNS) Number: 051336105

To obtain a DUNS number for your agency, please go to the D&B website at <http://fedgov.dnb.com/webform>, or call the DUNS Number request line at 1-866-705-5711.

Completed required registration in System for Awards Management (SAM) ☒ Yes, Initial Here: _____

(Your DUNS number is a required field to start your SAM registration)

> CAGE Number: 5RFT1 (Found within your completed SAM)

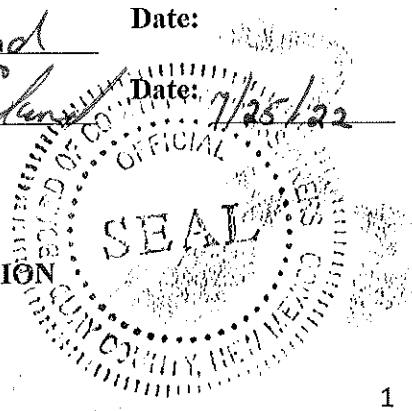
To Register in SAM, please go to the SAM website at www.sam.gov/portal/public/SAM/.

My jurisdiction has a property/equipment tracking monitoring system in place that complies with the requirements set for in 2CFR Part 200. ☒ YES ☐ NO Initial Here: _____

Authorized Official for Agency: Franklin McCasland Date: _____

Signature of Authorized Official: Franklin McCasland Date: 7/25/22

COMBINED APPLICANT INFORMATION



**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application**

Combine all sub-applicant requests within your local jurisdiction on this sheet

APPLICANT NAME: Quay County

POINT OF CONTACT: Paul Lucero

E-MAIL ADDRESS: (575)403-5286

Total Federal Funds Requested: \$ 100,000

Amount Dedicated to Law Enforcement Terrorism Prevention Activities: \$ 100,000
**** (25% LETPA requirement for overall sub-grant application)**

Project #	Agency Name	Project Name	Amount Proposed	National Priority #	Percent of Total App for National Priority*	Percent of Total App for LETPA**
1	Quay County	Cyber Security	\$100,000	1	%100	%100
2						
3						
4						
5						
Whole Comm						

- Total Application request must include at least 5% towards one of the four national priorities.
- Total Application request must include at least 25% LETPA.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application

INVESTMENT JUSTIFICATION WORKSHEET

- 1) This worksheet must be completed in full and provide a detailed budget.
2) **No more than five projects and one Whole of Community project will be accepted per jurisdiction.**
3. Projects that are broken down into separate subset funding requests will not be considered (i.e. 1a, 1b, 2a, 2b, etc...).
4. Include a current validation of the terrorism nexus by a Subject Matter Expert, in the applicant's Area of Operation.
5. For 5% of the Application total request, projects must be aligned to one or more of the national priorities and this alignment should be specifically indicated in the project application, e.g. "Cyber Security Enhancement", "Intelligence and Information Sharing", "Emerging Threats", etc.

AGENCY: Quay County

MAILING ADDRESS: 300 S 3rd St.
Tucumcari, NM, 88401

Project Title: Cyber Security **Project Number:** Project 1 - LETPA
Project Coordinator: Paul Lucero **Contact Number:** (575)403-5286
Email Address: paul.lucero@quaycounty-nm.gov

Total Funding Requested: \$100,000

Is this an Emergency Communications Project? No
Is this a ¹Regional Project? No
Is an EHP Screening Form attached? No
Is the law enforcement validation of project(s) with appropriate data supporting the nexus to terrorism? Yes

Will this asset(s) be deployable and/or shareable to support emergency or disaster operations per existing EMAC/IMAS agreements? No

Provide a detailed budget breakdown for each project/activity (see attached Excel spreadsheet)

INVESTMENT DEVELOPMENT

Capabilities that will be created or enhanced by the project.

¹ **REGIONAL:** Multiple Jurisdictions participating and benefiting from a shared project or resource (i.e. equipment/training being used to form or sustain a regionally shared response team). Regional projects **MUST** include support letters from all partners which clearly states their role in the project as well as the benefit the jurisdiction will receive.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application**

CORE CAPABILITY² PRIMARY:	Cybersecurity
CORE CAPABILITY SECONDARY:	Access Control and Identity Verification

Please check the box that applies to this project.

<input checked="" type="checkbox"/>	Building a capability with HSGP funding
<input type="checkbox"/>	Sustaining a capability with HSGP funding.

PROJECT DESCRIPTION:

1. Discuss how the project ties to THIRA and how it ties to a terrorism and/or catastrophic event.
2. Discuss what capability gap has been identified and how it was identified (real event, assessment, exercise)
3. Discuss how the project was determined to be the best way to fill the gap.
4. Discuss the project in detail (what will be done/purchased, who will do it, how will it be done, when will it be completed, where will the project be located, etc.), be sure to include ALL components
 - *Budgeted items not discussed and justified in narrative will not be funded.*
5. Explain how the gap will be closed by the proposed project.
6. All required compliance issues should be referenced (SCIP, SAFECOM, etc.)
7. **Law Enforcement Terrorism Prevention** projects must address building prevention and protection capabilities by supporting law enforcement terrorism prevention-oriented planning, organization, training and exercise, and equipment, including those activities which support participation in New Mexico's All Source Intelligence Fusion Center.
8. **Whole Community** projects should encourage whole community involvement in a community's preparedness efforts by allowing enhancement of and ensuring the sustainment of, Citizen Corps volunteer programs, public education and training, and activities encouraging whole community involvement in a community's preparedness efforts. Projects must address capability gaps in community preparedness while continuing to support and enhance Citizen Corps Programs (CCP) generally. Specific gaps to be addressed include: enhancing the capacity of local CCP to manage volunteers and sustain their continued operation, sustaining an strengthening CCP and Youth Preparedness groups, increasing the delivery of Train-the-Trainer courses, capitalizing on volunteer outreach using community preparedness events; creating a more resilient community through volunteer and community organizations, and supporting the creation of public/private partnerships.

PROJECT DESCRIPTION NARRATIVE: Provide a detailed description of the project.

² **CORE CAPABILITY:** The Core Capabilities are outlined in the National Preparedness Goal which can be found at: <http://www.fema.gov/pdf/prepared/npg.pdf>. Additional information regarding the Core Capabilities can be found by going to <http://www.fema.gov/core-capabilities>. The Crosswalk of Target Capabilities can be located at <http://www.fema.gov/pdf/prepared/crosswalk.pdf>

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application

With increased utilization of the Quay County network threats to cybersecurity becomes a growing concern, this gap in cyber security has been identified inside the Quay County network through experience with the network itself as well as in the National Cyber Framework Review (Attached to Application). Firewalls as well as software applications will be used to help prevent intrusion into our network. Improvements that are made will be located at the Quay County Court House where the Quay County Sheriff's Office is located along side other county and state offices. Strengthening the county's network will help to support the Quay County Sheriff's office and the Quay County Office of Emergency Management by giving protection of sensitive information and additionally supporting law enforcement terrorism prevention.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application**

EQUIPMENT OR SERVICES

Project Outputs

Describe/list all equipment or services to be purchased for the project. Identify the physical and measurable outputs for this project.

1. Outputs can be represented in units of quantifiable products, such as the number of portable radios purchased, or as activities performed, exercises and training courses.
 - Additional sample outputs have been listed below:
 - Number of people trained
 - Communications interoperable gateway

Does this project directly support a ³NIMS typed resource? ☐ YES ☒ NO

****Verify Resource Typing and ID number from FEMA'S RTLT website in the spaces provided below.**

ID # Enter RTLT ID:

Name: Enter RTLT Name.

Category: Enter RTLT Category.

Kind: Enter RTLT Kind.

Type: Enter RTLT Type.

Enter All Project Outputs Here

³ **NIMS TYPED RESOURCE:** Information for this section can be found on FEMA's Resource Typing Library Tool (RTLT). For each identified resource there is a specific ID number, Name, Category, Kind, and Type associated with the resource. This information is found online at <https://rtlt.preptoolkit.fema.gov/Public>.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application

CONSTRUCTION PROJECTS

1. ⁴ Does this project require new construction, renovation, retrofitting or modifications of existing structure or require any disturbance/construction to lands/sites? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
✓ <i>If yes, provide a brief statement of the process to ensure that this project is ready for construction. Attach and list below the documents that are required to begin construction projects. For example, Environmental Historic Preservation screening form, copies of building permits, zone permits, etc.</i>
Click here to enter text.

SUSTAINMENT DESCRIPTION

1. Identify how your jurisdiction will sustain the capability created or enhanced by this project. <i>(Must include sustainment with and without Federal Preparedness funding)</i>
Quay County Government will sustain this capability through coordination with Information Technology and Emergency Management staff.

⁴ Any disturbance of dirt or placing new stakes needs an EHP form. Projects that require an EHP should have process started prior to request.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
FY 2022 State Homeland Security Grant Program Application**

INVESTMENT MILESTONES

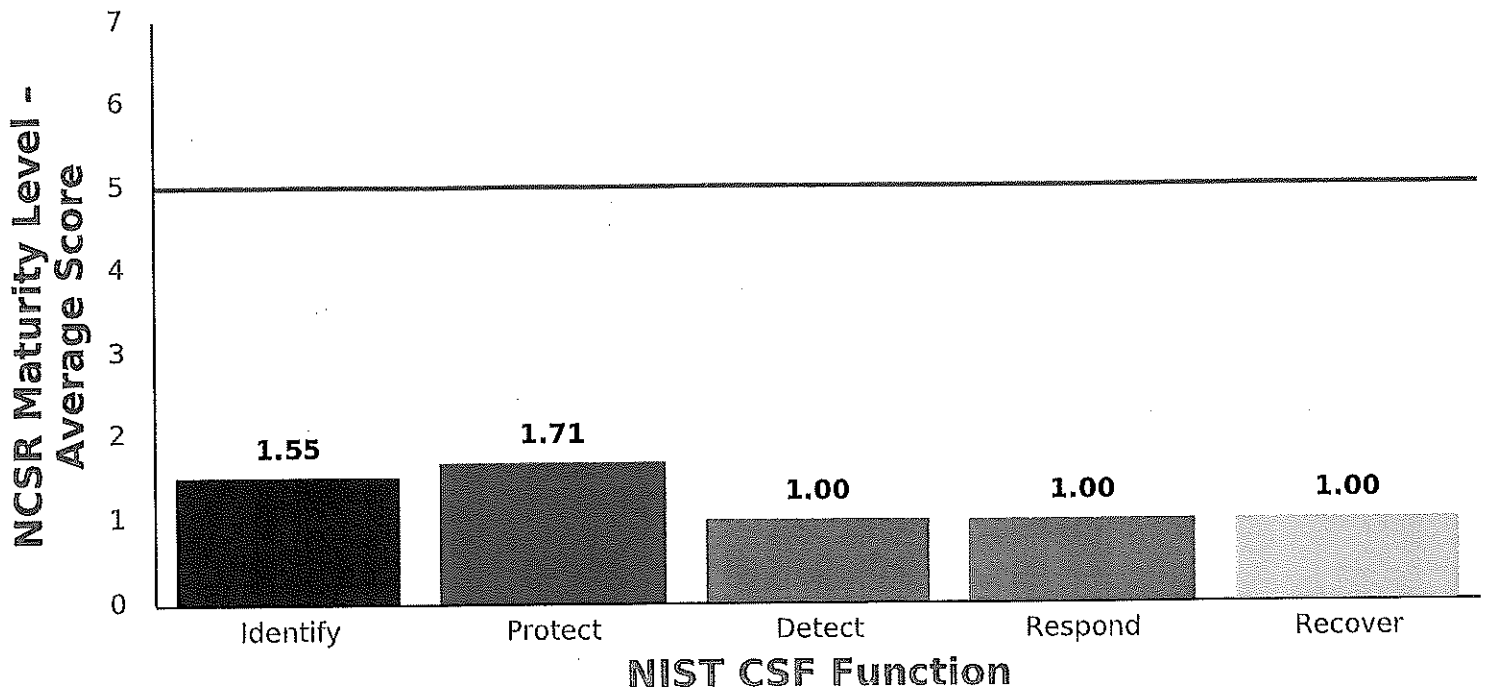
**** 18-month Period of Performance (POP)**

PROJECT MILESTONES			
POP QUARTER	⁵MILESTONES: (Milestones must be measurable)	START DATE (MM/DD/YY YY)	END DATE (MM/DD/YYYY)
1	Identify equipment needs	12/01/2022	12/31/2022
2	Purchase equipment	1/1/2023	1/28/2023
3	Deploy equipment	3/1/2023	3/30/2023
4	Train personnel	4/1/2023	4/31/2023
5	Maintain equipment	5/1/2023	
6	Click here to enter text.		

EXAMPLE MILESTONES:	
Equipment:	Identify equipment needs; purchase equipment; train personnel and deploy equipment; and maintain equipment
Training:	Identify training needs; develop training; deliver training; and evaluate training

⁵ **MILESTONES:** The sub-grantee should submit, at minimum, three (3) milestones for all projects. Provide a high-level narrative description of activities to occur within each milestone. Milestones should represent a logical progression of the project to allow for realistic monitoring and management of grant funding. This attribute will function as a tool for measuring project progress in future reporting periods. Example: Milestone 1. Equipment: Identify equipment needs; purchase equipment; train personnel and deploy equipment and maintain equipment. Start Date: 06/2021 End Date 12/2021. Milestone 2. Training: Identify training needs; develop training; deliver training; evaluate training Start Date: 01/2021 End Date: 02/2022

Current NCSR Results



The red line indicates an average score of 5, which is designated as the recommended minimum maturity level

Question	Response	Numerical Score
Identify		1.55
ID.AM		1.50
ID.AM-1: Physical devices and systems within the organization are inventoried.	Informally Done	2.00
ID.AM-2: Software platforms and applications within the organization are inventoried	Informally Done	2.00
ID.AM-3: Organizational communication and data flows are mapped	Not Performed	1.00
ID.AM-4: External information systems are catalogued	Not Performed	1.00
ID.AM-5: Resources (e.g., hardware, devices, data, time, and software) are prioritized based on their classification, criticality, and business value	Informally Done	2.00
ID.AM-6: Cybersecurity roles and responsibilities for the entire workforce and third-party stakeholders (e.g., suppliers, customers, partners) are established	Not Performed	1.00
ID.BE		2.80
ID.BE-1: The organization's role in the supply chain is identified and communicated	Informally Done	2.00
ID.BE-2: The organization's place in critical infrastructure and its industry sector is identified and communicated	Informally Done	2.00

Question	Response	Numerical Score
Identify		1.55
ID.BE		2.80
ID.BE-3: Priorities for organizational mission, objectives, and activities are established and communicated	Documented Policy	3.00
ID.BE-4: Dependencies and critical functions for delivery of critical services are established	Informally Done	2.00
ID.BE-5: Resilience requirements to support delivery of critical services are established for all operating states (e.g. under duress/attack, during recovery, normal operations)	Implementation in Process	5.00
ID.GV		1.50
ID.GV-1: Organizational information security policy is established and communicated	Not Performed	1.00
ID.GV-2: Cybersecurity roles & responsibilities are coordinated and aligned with internal roles and external partners	Not Performed	1.00
ID.GV-3: Legal and regulatory requirements regarding cybersecurity, including privacy and civil liberties obligations, are understood and managed	Informally Done	2.00
ID.GV-4: Governance and risk management processes address cybersecurity risks	Informally Done	2.00
ID.RA		1.17
ID.RA-1: Asset vulnerabilities are identified and documented	Not Performed	1.00
ID.RA-2: Cyber threat and vulnerability information is received from information sharing forums and sources	Informally Done	2.00
ID.RA-3: Threats, both internal and external, are identified and documented	Not Performed	1.00
ID.RA-4: Potential business impacts and likelihoods are identified	Not Performed	1.00
ID.RA-5: Threats, vulnerabilities, likelihoods, and impacts are used to determine risk	Not Performed	1.00
ID.RA-6: Risk responses are identified and prioritized	Not Performed	1.00
ID.RM		1.33
ID.RM-1: Risk management processes are established, managed, and agreed to by organizational stakeholders	Informally Done	2.00
ID.RM-2: Organizational risk tolerance is determined and clearly expressed	Not Performed	1.00
ID.RM-3: The organization's determination of risk tolerance is informed by its role in critical infrastructure and sector specific risk analysis	Not Performed	1.00

Question	Response	Numerical Score
Identify		1.55
ID.SC		1.00
ID.SC-1: Cyber supply chain risk management processes are identified, established, assessed, managed, and agreed to by organizational stakeholders	Not Performed	1.00
ID.SC-2: Suppliers and third party partners of information systems, components, and services are identified, prioritized, and assessed using a cyber supply chain risk assessment process	Not Performed	1.00
ID.SC-3: Contracts with suppliers and third-party partners are used to implement appropriate measures designed to meet the objectives of an organization's cybersecurity program and Cyber Supply Chain Risk Management Plan	Not Performed	1.00
ID.SC-4: Suppliers and third-party partners are routinely assessed using audits, test results, or other forms of evaluations to confirm they are meeting their contractual obligations	Not Performed	1.00
ID.SC-5: Response and recovery planning and testing are conducted with suppliers and third-party providers	Not Performed	1.00
Protect		1.71
PR.AC		3.29
PR.AC-1: Identities and credentials are issued, managed, verified, revoked, and audited for authorized devices, users, and processes	Informally Done	2.00
PR.AC-2: Physical access to assets is managed and protected	Informally Done	2.00
PR.AC-3: Remote access is managed	Informally Done	2.00
PR.AC-4: Access permissions and authorizations are managed, incorporating the principles of least privilege and separation of duties	Implementation in Process	5.00
PR.AC-5: Network integrity is protected (e.g., network segregation, network segmentation)	Implementation in Process	5.00
PR.AC-6: Identities are proofed and bound to credentials and asserted in interactions	Informally Done	2.00
PR.AC-7: Users, devices, and other assets are authenticated (e.g., single-factor, multifactor) commensurate with the risk of the transaction (e.g., individuals' security and privacy risks and other organization risks)	Implementation in Process	5.00
PR.AT		1.00
PR.AT-1: All users are informed and trained	Not Performed	1.00
PR.AT-2: Privileged users understand roles & responsibilities	Not Performed	1.00

Question	Response	Numerical Score
Protect		1.71
PR.AT		1.00
PR.AT-3: Third-party stakeholders (e.g., suppliers, customers, partners) understand roles & responsibilities	Not Performed	1.00
PR.AT-4: Senior executives understand roles & responsibilities	Not Performed	1.00

Question	Response	Numerical Score
Protect		1.71
PR.AT		1.00
PR.AT-5: Physical and information security personnel understand roles & responsibilities	Not Performed	1.00
PR.DS		1.50
PR.DS-1: Data-at-rest is protected	Not Performed	1.00
PR.DS-2: Data-in-transit is protected	Not Performed	1.00
PR.DS-3: Assets are formally managed throughout removal, transfers, and disposition	Informally Done	2.00
PR.DS-4: Adequate capacity to ensure availability is maintained	Informally Done	2.00
PR.DS-5: Protections against data leaks are implemented	Informally Done	2.00
PR.DS-6: Integrity checking mechanisms are used to verify software, firmware, and information integrity	Informally Done	2.00
PR.DS-7: The development and testing environment(s) are separate from the production environment	Not Performed	1.00
PR.DS-8: Integrity checking mechanisms are used to verify hardware integrity	Not Performed	1.00
PR.IP		1.58
PR.IP-1: A baseline configuration of information technology/industrial control systems is created and maintained incorporating security principles (e.g. concept of least functionality)	Informally Done	2.00
PR.IP-2: A System Development Life Cycle to manage systems is implemented	Not Performed	1.00
PR.IP-3: Configuration change control processes are in place	Not Performed	1.00
PR.IP-4: Backups of information are conducted, maintained, and tested periodically	Implementation in Process	5.00
PR.IP-5: Policy and regulations regarding the physical operating environment for organizational assets are met	Not Performed	1.00
PR.IP-6: Data is destroyed according to policy	Not Performed	1.00
PR.IP-7: Protection processes are improved	Not Performed	1.00
PR.IP-8: Effectiveness of protection technologies is shared	Not Performed	1.00
PR.IP-9: Response plans (Incident Response and Business Continuity) and recovery plans (Incident Recovery and Disaster Recovery) are in place and managed	Informally Done	2.00
PR.IP-10: Response and recovery plans are tested	Informally Done	2.00
PR.IP-11: Cybersecurity is included in human resources practices (e.g., deprovisioning, personnel screening)	Not Performed	1.00

Question	Response	Numerical Score
Protect		1.71
PR.IP		1.58
PR.IP-12: A vulnerability management plan is developed and implemented	Not Performed	1.00
PR.MA		1.50
PR.MA-1: Maintenance and repair of organizational assets are performed and logged, with approved and controlled tools	Not Performed	1.00
PR.MA-2: Remote maintenance of organizational assets is approved, logged, and performed in a manner that prevents unauthorized access	Informally Done	2.00
PR.PT		1.40
PR.PT-1: Audit/log records are determined, documented, implemented, and reviewed in accordance with policy	Not Performed	1.00
PR.PT-2: Removable media is protected and its use restricted according to policy	Not Performed	1.00
PR.PT-3: The principle of least functionality is incorporated by configuring systems to provide only essential capabilities	Not Performed	1.00
PR.PT-4: Communications and control networks are protected	Informally Done	2.00
PR.PT-5: Mechanisms (e.g., failsafe, load balancing, hot swap) are implemented to achieve resilience requirements in normal and adverse situations	Informally Done	2.00
Detect		1.00
DE.AE		1.00
DE.AE-1: A baseline of network operations and expected data flows for users and systems is established and managed	Not Performed	1.00
DE.AE-2: Detected events are analyzed to understand attack targets and methods	Not Performed	1.00
DE.AE-3: Event data are collected and correlated from multiple sources and sensors	Not Performed	1.00
DE.AE-4: Impact of events is determined	Not Performed	1.00
DE.AE-5: Incident alert thresholds are established	Not Performed	1.00
DE.CM		1.00
DE.CM-1: The network is monitored to detect potential cybersecurity events	Not Performed	1.00
DE.CM-2: The physical environment is monitored to detect potential cybersecurity events	Not Performed	1.00
DE.CM-3: Personnel activity is monitored to detect potential cybersecurity events	Not Performed	1.00
DE.CM-4: Malicious code is detected	Not Performed	1.00

Question	Response	Numerical Score
Detect		1.00
DE.CM		1.00
DE.CM-5: Unauthorized mobile code is detected	Not Performed	1.00
DE.CM-6: External service provider activity is monitored to detect potential cybersecurity events	Not Performed	1.00
DE.CM-7: Monitoring for unauthorized personnel, connections, devices, and software is performed	Not Performed	1.00

Question	Response	Numerical Score
Detect		1.00
DE.CM		1.00
DE.CM-8: Vulnerability scans are performed	Not Performed	1.00
DE.DP		1.00
DE.DP-1: Roles and responsibilities for detection are well defined to ensure accountability	Not Performed	1.00
DE.DP-2: Detection activities comply with all applicable requirements	Not Performed	1.00
DE.DP-3: Detection processes are tested	Not Performed	1.00
DE.DP-4: Event detection information is communicated to appropriate parties	Not Performed	1.00
DE.DP-5: Detection processes are continuously improved	Not Performed	1.00
Respond		1.00
RS.RP		1.00
RS.RP-1: Response plan is executed during or after an event	Not Performed	1.00
RS.CO		1.00
RS.CO-1: Personnel know their roles and order of operations when a response is needed	Not Performed	1.00
RS.CO-2: Incidents are reported consistent with established criteria	Not Performed	1.00
RS.CO-3: Information is shared consistent with response plans	Not Performed	1.00
RS.CO-4: Coordination with stakeholders occurs consistent with response plans	Not Performed	1.00
RS.CO-5: Voluntary information sharing occurs with external stakeholders to achieve broader cybersecurity situational awareness	Not Performed	1.00
RS.AN		1.00
RS.AN-1: Notifications from detection systems are investigated	Not Performed	1.00
RS.AN-2: The impact of the incident is understood	Not Performed	1.00
RS.AN-3: Forensics are performed	Not Performed	1.00
RS.AN-4: Incidents are categorized consistent with response plans	Not Performed	1.00
RS.AN-5: Processes are established to receive, analyze and respond to vulnerabilities disclosed to the organization from internal and external sources (e.g. internal testing, security bulletins, or security researchers)	Not Performed	1.00
RS.MI		1.00
RS.MI-1: Incidents are contained	Not Performed	1.00
RS.MI-2: Incidents are mitigated	Not Performed	1.00
RS.MI-3: Newly identified vulnerabilities are mitigated or documented as accepted risks	Not Performed	1.00

Question	Response	Numerical Score
Respond		1.00
RS.MI		1.00
RS.IM		1.00
RS.IM-1: Response plans incorporate lessons learned	Not Performed	1.00
RS.IM-2: Response strategies are updated	Not Performed	1.00
Recover		1.00
RC.RP		1.00
RC.RP-1: Recovery plan is executed during or after a cybersecurity event	Not Performed	1.00
RC.IM		1.00
RC.IM-1: Recovery plans incorporate lessons learned	Not Performed	1.00
RC.IM-2: Recovery strategies are updated	Not Performed	1.00
RC.CO		1.00
RC.CO-1: Public relations are managed	Not Performed	1.00
RC.CO-2: Reputation is repaired after an incident	Not Performed	1.00
RC.CO-3: Recovery activities are communicated to internal and external stakeholders and executive and management teams	Not Performed	1.00

Element Information - Name	If this NCSR submission is covering additional entities who receive HSGP funding_ please enter those entity names here- Please see the help text (question mark icon) for examples- If this NCSR submission is not covering additional entities who receive HSGP funding_ please enter -N-A--	Related Tasks - Task Name	Related Tasks - Task Status	Completion Date
New Mexico - Quay County	N/A	2021 Nationwide Cybersecurity Review (NCSR)	Completed	Feb 15, 2022 12:31 PM

ECONOMIC DEVELOPMENT SERVICE AGREEMENT

THIS AGREEMENT is made this **25th** day of **July 2022** by and between County of Quay, New Mexico, hereinafter referred to as "the County" and the Greater Tucumcari Economic Development Corporation, hereinafter referred to as "EDC".

RECITALS

A. The State of New Mexico has expressly conferred upon counties the authority to allow public support of economic development. The County has adopted a Regional Comprehensive Plan, which includes goals, objectives and policies for economic development within Quay County.

B. The County and the EDC desire to enter into an Agreement whereby the EDC provides economic development services to the County consistent with the provisions of the Quay County Regional Comprehensive Plan.

NOW, THEREFORE, in consideration of their mutual promises contained herein and other good and valuable consideration, the parties hereto agree as follows:

1. TERM. This Agreement shall remain in full force and effect for a period of one (1) year, beginning on **July 1, 2022**.

2. REPRESENTATION. The County shall have two (2) members on the EDC Board of Directors: the County Manager and one (1) designee of the County Commission.

3. EDC RESPONSIBILITIES.

a. The EDC shall provide a full range of economic development services to the County pursuant to the New Mexico Economic Development Act "the Act", Sections 5-10-1 through Section 5-10-13, NMSA, 1978 Comp. and consistent with the Quay County Regional Comprehensive Plan.

b. The EDC shall work with qualifying entities as defined by the Act in developing economic development projects and shall provide consulting services, information and technical assistance to existing as well as prospective businesses and industries in order to promote the overall economic growth of the area. In performing those duties the EDC shall focus, to the greatest extent possible, on the following goals:

1. Provide the infrastructure necessary to accommodate new businesses moving into the County;
2. Apply for special programs and grants that can be used for economic development activities and projects;
3. Develop a diverse economy that supports sustainable growth and development that supports all communities in the County;
4. Expand the range of possibilities for agricultural products that can survive in Quay County;
5. Improve rail service to the Tucumcari Industrial Park;
6. Create a business climate attractive to wind farms and wind manufacturing and assembly plant;
7. Work with Quay County to obtain EPA Brownfield designation and pursue remediation options for Shell Truck Plaza and abandoned gas stations along Route 66;
8. Support the application for the Coronado Park Racetrack and Casino.

The fact that one goal is listed numerically higher than another should in no way be considered by the EDC as a limitation on their efforts. All goals shall be considered of equal weight and importance.

c. The EDC shall make written accountability and progress reports to Quay County within thirty (30) days after the end of each quarter. These reports shall include, but not necessarily be limited to: Information on the EDC's activities hereunder and accounting of the use of funds provided herein. The EDC shall be available to meet with the Quay County Commission on a quarterly basis to discuss EDC projects or, on a more frequent basis as determined by Quay County.

d. The EDC shall annually provide a copy of its latest financial statement and accountant's review report for the current fiscal year.

e. The EDC shall maintain relations with the State of New Mexico Economic Development Department, local utility companies, City of Tucumcari, and other appropriate entities within the region.

f. The EDC shall own and manage any and all real property owned by the EDC to support economic development projects consistent with the New Mexico Local Economic Development Act.

4. COUNTY'S DUTIES HEREUNDER.

a. The County shall cooperate as necessary with the EDC to achieve the County's economic development goals.

b. The County shall furnish information to the EDC, as it is available regarding resources for economic development. This information shall include, but not necessarily be limited to: an inventory of real property, a description of improvements on any such real property, equipment, and information concerning tax revenues collected for economic development and available for economic development projects.

5. COMPENSATION. The County agrees to pay to the EDC the total amount of Fifty Thousand and 00/100 Dollars (\$50,000.00) per year in equal quarterly installments of Twelve Thousand Five Hundred and 00/100 Dollars (\$12,500.00), due in advance on the first (1st) day of each quarter throughout the term of this Agreement. In the event of an emergency, as determined by the Quay County Commission, payments can be reduced to an amount negotiated and agreed to by both parties.

6. INDEPENDENT CONTRACTOR. The EDC is an independent contractor and not an employee or agent of the County. The EDC assumes all liability for, and agrees to hold harmless the County from any and all claims for damages arising from performance under this agreement, and agrees to indemnify the County against any and all losses and liabilities for bodily injuries, death or property damages arising out of any work, services or activity that is performed by the EDC hereunder, and for any and all expenses related to claims and or lawsuits resulting from the services to be provided under this contract, including court costs and attorney's fees and any and all penalties and damages incurred by reason of failure to obtain any permit or license or failure to comply with any applicable laws, ordinances, or regulations.

7. LAWS AND REGULATIONS. The EDC understands and agrees that all applicable state and federal laws, County ordinances, and any rules and regulations of any authority having jurisdiction over economic developments shall apply to the Contract throughout, and such laws, ordinances, rules and regulations shall be deemed to be included herein as if set forth in their entirety, specifically NMSA 1978 §5-10-1 *et seq.*

8. INSURANCE. The EDC shall keep the following insurance coverage in full force and effect throughout the term of this Agreement and shall name the County as coinsured.

General Liability Coverage - One Million Dollars (\$1,000,000).

The EDC agrees to defend, protect, indemnify and hold Quay County, New Mexico harmless from any and all claims for damages for personal injury or property damage caused by the EDC or its employees performing hereunder.

9. MISCELLANEOUS.


- a. This Agreement shall be governed and construed pursuant to the laws of the State of New Mexico.
- b. This Agreement contains the entire agreement of the parties.
- c. No amendment of the terms of this Agreement shall be valid unless made in writing and executed with the same formalities as this original Agreement.
- d. The waiver by either party hereto of a breach of any provisions of this Agreement shall not operate or be construed as a waiver of any subsequent breach by either party.
- e. This Agreement shall inure to the benefit of and be binding upon the parties hereto, their heirs, personal representatives and successors in interest.
- f. This Agreement shall not be assignable.
- g. If any provision of this Agreement is subsequently found to be unenforceable, it shall not destroy the legality of the remainder of this Agreement.
- h. In connection with the performance of this Agreement, the EDC agrees not to discriminate against any employee or applicant for employment because of race, creed, color, gender or national origin. The EDC agrees to take affirmative action to ensure that applicants are employed without regard to race, creed, color, gender or national origin.
- i. All documents and data produced hereunder are the property of Quay County, New Mexico.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in four (4) counterparts, each of which shall be deemed an original, on the date last written below.

**BOARD OF COUNTY COMMISSIONERS OF
QUAY COUNTY, NEW MEXICO**


Franklin McCasland, Chairman


Jerri Rush, Member


Robert Lopez, Member

ATTEST:


Ellen White, County Clerk

**GREATER TUCUMCARI ECONOMIC
DEVELOPMENT CORPORATION**

By: _____
President

NEW MEXICO



STATE LIBRARY

CONTRACT FOR LIBRARY SERVICES – Rural Services

This agreement, made and entered into this July 1 of the fiscal year 2023 by the New Mexico State Library, hereinafter called the "Library" and the County of Quay, hereinafter called the "Community".

WITNESSETH:

WHEREAS, the Community is a county or municipality authorized, respectively, by NMSA 1978, § 3-18-14 (1999), or NMSA 1978, § 4-36-2 (1999), to contract with the Library for library services.

NOW THEREFORE, in consideration of these promises and of the mutual and reciprocal promises contained herein,

IT IS HEREBY COVENANTED AND AGREED THAT:

1. The Library shall permit citizens of the Community to access the library services and materials during the bookmobile's regularly scheduled stops.
2. At the beginning of the fiscal year, or no later than January of the fiscal year noted above, Community shall pay the Library \$1,050.00. The Library shall invoice the Community in August, and the Library shall invoice the Community again in December if Community has not made full payment. Please note the NM State Library is exempt from 13.1-98A of the Procurement Code.⁷
3. The Community will deliver the payment to the Library's fiscal office and the Library will use the funds for the library materials and the operation of the bookmobile.
4. The Library shall keep the Community informed of its schedules and activities and, upon request, may report to the Community at the end of the fiscal year about the materials it acquired and the operational library services performed with the payment.
5. The Library shall be excused from its responsibilities arising under the terms of this Agreements in the event that (1) forces beyond its reasonable control (force majeure), including external events such as inclement weather, road closures, and accidents, prevent performance or (2) insufficient appropriations by the New Mexico Legislature are made for performance of this agreement. Any decision by the Library that insufficient appropriations are available shall be accepted by the Community and shall be final.

The foregoing being clearly understood and agreed to, the parties hereto have set their hands and seals.


Eli Gulierrez, State Librarian

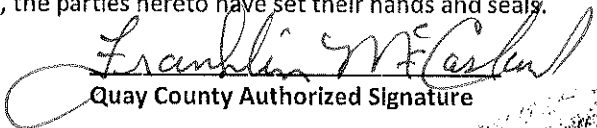
Date


Witness

Please return the signed contract to:

ATTN: Liana Morales, Grant Programs Manager

New Mexico State Library - 1209 Camino Carlos Rey - Santa Fe, NM - 87507-5166


Quay County Authorized Signature

Date


Witness

⁷ 13-1-98. Exemptions from the procurement code. The provisions of the Procurement Code shall not apply to: "A. procurement of items of tangible personal property or services by a state agency or a local public body from a state agency, a local public body or external procurement unit except as otherwise provided in Sections 13-1-135 through 13-1-137 NMSA 1978." See also § 13-1-158.