

**BOARD OF UNION COUNTY COMMISSIONERS
REGULAR MEETING
AGENDA
April 9, 2019**

9:00 a.m.

- 1. Call to order**
- 2. Pledge of Allegiance**
- 3. Approval of agenda and minutes**
- 4. Hospital Report**

- 5. Discussion/Possible Action Items**
 - i.** 2019 Assessor Annual Report
 - ii.** Resolution #107-24 Acceptance of FY18 Audit
 - iii.** Town of Clayton Land Swap
 - iv.** RH Pachta Ranch subdivision claim of exemptions
 - v.** DWI Professional Services Contract #1 Des Moines Alcohol Free Prom
 - vi.** Comprehensive Plan Contractor discussion
 - vii.** Bid #18/19-05 Hazard Mitigation Plan award
 - viii.** Approval of Bills
 - ix.** Road Crossing Permits
 - x.** Inventory Items Disposition – Road Department International Water Truck
 - xi.** Healthcare Assistance - Approval of Claims
 - xii.** County Travel Requests
 - xiii.** FY 2020 Budget Workshop

10:00 a.m. Citizen's Forum

- 1. Road Superintendents Report**
- 2. Fire Coordinator/Emergency Manager Report**
- 3. Elected Officials Reports**

Adjourn

As of 4/5/2019

Next Meeting May 14, 2019 @ 9:00

Joint Meeting with Town of Clayton June 11, 2019 @9:30

**BOARD OF UNION COUNTY COMMISSION
REGULAR MEETING
March 12, 2019**

BOARD MEMBERS PRESENT:

Chairman Justin K. Bennett Commissioner W. Carr Vincent Commissioner Clayton F. Kiesling

OTHERS PRESENT:

Clerk Mary Lou Harkins Treasurer Brandy Thompson Sheriff James Lobb
Assessor Louis Trujillo Mgr. Angie Gonzales Admin. Assistant Cheryl Garcia
Fire Coordinator Jim O'Bryant Emergency Mgr. Dusty Russell Road Superintendent Russell Kear

GUESTS:

Duane Enger, Director/Project Development & Project Mgr. - PNE (Pure New Energy) - Gladstone New Energy Wind Farm Project
Jim Mayfield - C&C Communications
Tammi Stump, CEO - Union County General Hospital
Melissa Prante, CFO - Union County General Hospital
Sue Richardson, Reporter - Union County Leader

At 9:00 a.m., Chairman Bennett called the meeting to order in the Union County Commissioner's Office, located in the Union County Courthouse. The pledge of allegiance was recited.

Commissioner Kiesling moved to approve the agenda and the regular meeting minutes of February 12, 2019. Commissioner Vincent seconded. There was no further discussion. Vote: All YES. Motion carried. The minutes were signed.

HOSPITAL REPORT

Tammie Stump, CEO, distributed copies of the "County Commissioner Monthly Hospital Report, Union County General Hospital, Tammie Stump, CEO, dated March 12, 2019" (3 pages), attached as an exhibit.

Stump reported on the following (but not limited to the following): **Rural Health Clinic Update; Des Moines Clinic Update; Dental Clinic Update** - a possible portable building donation may be made by the Clayton Municipal School District, and used for dental and physical therapy services. Inventory protocol was briefly discussed about the portable buildings; physician recruitment; **Business Office/Revenue Cycle Update; Construction Updates** - the hospital board has directed Stump to work with the County, so that money can be borrowed money from the New Mexico Finance Authority for building renovations for a dental and physical therapy office, the old Clayton Family Practice Clinic and the hospital HVAC. Chairman Bennett asked what

kind of terms the Board was considering. Stump reported that the hospital board president, Judith Cooper, is working with Mike Newman, Managing Director of Hilltop Securities (the county's financial advisor) on the terms. Discussion followed; **Financial Assistance Update; Pharmacy Report; Rehabilitation Report; Radiology Report; Evident - Clinic Module; and Trinidad, Colorado Critical Access Hospital.**

Melissa Prante, CFO, gave a lengthy report on the following (but not limited to the following): Statistics, Statement of Revenue and Expenses YTD, and Balances as reflected in the attached (1 page) report, "Clayton Health Systems, Inc., Union County General Consolidated Executive Financial Summary 7th Month FY 2019"; and Income Statement, YTD Budget to Actual Variances and Balances as reflected in the attached (1 page) report, "Clayton Health Systems, February 27, 2019 MOR, Notes to Consolidated Financial Statements Period Ending January 31, 2019".

At 9:34 a.m., the meeting recessed for the attendance of the Joint Communications Meeting. At 10:33 a.m., the meeting resumed.

CITIZEN'S FORUM

Zachary Osborn, representative of Capulin, Folsom, Des Moines & Grenville EMS presented FY 2020 budgets requests and thanked the Board for their continued support. A brief discussion followed.

DISCUSSION /POSSIBLE ACTION ITEMS

COMMUNICATIONS TOWER LEASE WITH DURRETT CATTLE

Mgr. Gonzales reported on her communications with the State Fire Marshall's Office. A letter dated March 7, 2019, as contained in the meeting packet from the New Mexico Public Regulation Commission, states that the request for purchase of a communications tower had been approved. "This letter shall serve as approval to expend fire protection fund monies to finance the cost of a communications tower. The Union County Admin is currently an ISO rating of 7, with a maximum yearly Fire Protection Fund Allocation of \$55,501.00." Gonzales reiterated that the landowner wants to donate property in which to place a tower and repeater. Terms would be for ten (10) year intervals (the tower and repeater being removable structures). The landowner would never be the recipient of fire protection funds. The placement of this tower in this location fulfills a void in emergency communications for this part of the county. As directed by the County attorney, Stephen Ross, Mgr. Gonzales made changes to the lease agreement (lessor/lessee to the donor/done).

Commissioner Vincent moved to approve the tower lease agreement with Durrett Cattle. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Agreement signed.

Fire Coordinator O'Bryant gave a project update and reported that the tower/repeater work will begin next week. O'Bryant asked that a copy of the approved agreement be sent to Durrett Cattle and to the State Fire Marshall.

LAW ENFORCEMENT PROTECTION FUND JPA'S VILLAGE OF GRENVILLE & FOLSOM

Agreements, beginning July 1, 2019 through June 30, 2019, between the Villages of Folsom and Grenville for services provided to the Villages by Union County, in exchange for apparatus and equipment, under a grant in the sum of \$20,000 each, in exchange for limited police protection for the Villages was reviewed and discussed.

Commissioner Vincent moved to approve the Joint Powers Agreements with the Villages of Folsom and Grenville. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Agreements signed.

LAW ENFORCEMENT PROTECTION FUND

A proposed agreement for Law Enforcement Protection Funds for Class 1 Municipalities and Counties Pursuant to Chapter 29, Article 13 NMSA 1978 for July 1, 2019 through June 30, 2020 Fiscal Year was reviewed and discussed. The proposed distribution was in the amount of \$22,400. The funds would be expended for repair and purchase of law enforcement apparatus and equipment.

Commissioner Vincent moved to approve the agreement for Law Enforcement Protection Funds for Union County. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Agreement signed.

McADAMS SUBDIVISION EXEMPTION REQUEST

A signed claim of exemption, together with a certified survey showing the location of the proposed division, was submitted by J.T. and Annie McAdams was reviewed. The transaction involves the sale, lease or other conveyance of any parcel that is thirty-five (35) acres or larger in size within any twelve (12) months period, provided that the land has been used primarily and continuously for agricultural purposes, for the preceding three (3) years.

Commissioner Vincent moved to approve the McAdams Subdivision Exemption Request. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Request for Exemption and survey were signed.

RESOLUTION #107-20 APPOINT MANAGER TO SIGN CLOSING DOCUMENTS FOR KISER PROPERTY

A proposed resolution authorizing the county manager to review and complete the purchase of the Kiser building was reviewed and discussed.

Commissioner Vincent moved to approve Resolution #107-20 to appoint the county manager to sign closing documents for Kiser property. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Resolution signed.

RESOLUTION #107-21 2019 ROAD AUDIT

A proposed resolution whereby the Board of Commissioners certify that Union County has 1,188.99 miles of county-maintained roads was reviewed and discussed.

Commissioner Kiesling moved to approve Resolution #107-21 2019 Road Audit. Commissioner Vincent seconded. There was no further discussion. Vote: All YES. Motion carried. Resolution signed.

RESOLUTION #107-22 SUPPORTING I-27 EXTENSION

A proposed resolution supporting the designation of Interstate 27 as a future interstate in Texas, and urging the Texas Department of Transportation to support such designation was reviewed. Commissioner Kiesling reported that he is planning on attending a Ports-to-Plains meeting in Washington in April. Kiesling also reported that Joe Kiely, Vice President of Operations, Ports-to-Plains will be the guest speaker at the next Northeast Regional Transportation Planning Organization (NERTPO). Discussion followed.

Commissioner Kiesling moved to approved Resolution #107-22 supporting the I-27 Extension from Lubbock to Laredo, Texas. Commissioner Vincent seconded. There was no further discussion. Vote: All YES. Motion carried. Resolution signed.

RESOLUTION #107-23 FIRE DEPARTMENT BUDGET INCREASE

A proposed resolution authorizing a budget increase for the Union County (Capulin & Sedan) Fire Departments (DFA #20900) was reviewed. Mgr. Gonzales explained the reasons for increase. Discussion followed.

Commissioner Vincent moved to approve resolution #107-23 fire department budget increase. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Resolution signed.

COMPREHENSIVE PLAN CONTRACTOR DISCUSSION

Commissioner Kiesling reported that the Town of Clayton has decided to utilize the services of Consensus Planning for their Comprehensive Plan purposes. Possible funding through the New Mexico Finance Authorities was discussed. The Board directed the manger to go out for bid for a facilitator/contractor for planning purposes so that a bid award can be made at the April meeting.

APPROVAL OF BILLS

The Board reviewed and discussed bills in the amount of \$150,901.03.

Commissioner Vincent moved to approve the payment of bills in the amount of \$150,901.03. Commissioner Kiesling seconded. There was no further discussion. Vote: All Yes. Motion carried.

ROAD CROSSING PERMITS

Permit No. 335 submitted by Permittee, E.N.M.R. Telephone Cooperative, for the purpose of allowing Permittee to lay pipe or cable for the purpose of laying fiber optic telecommunication lines across a Bell Road was reviewed and discussed.

Commissioner Vincent moved to approve road crossing Permit No. 335. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Permit signed.

INVENTORY ITEMS DISPOSITION - ROAD DEPARTMENT INTERNATIONAL WATER TRUCK

There were no items presented for disposition. Discussion followed.

HEALTH CARE ASSISTANCE

(3) three health care assistance claims were presented for review and consideration. Claims were in the amount of \$227.40.

Commissioner Kiesling moved to approve the payment of (3) three health care assistance claims totaling \$227.40. Commissioner Vincent seconded. There was no further discussion. Vote: All YES. Motion carried.

COUNTY TRAVEL REQUESTS

The following employees reported/requested travel approval: **Commissioner Kiesling** will attend a NERTPO/NEEDO meeting on March 27th, and will be traveling to Washington for the Ports-to-Plains meeting April 1-4, 2019; **Manager Gonzales** will be attending the State Auditor's Workshop on March 20th in Las Vegas, and Sheriff Lobb may travel to Santa Fe this week. All travel approved.

FIRE COORDINATOR REPORT

Coordinator O'Bryant reported on the following (but not limited to the following): Working on estimates for a 2 bay substation addition and a bathroom for the Quates substation, and a bathroom for the Dry Cimarron station; working on truck specifications for bids on (2) two trucks for the Rabbit Ear District, and a class A truck bid for the Grenville Fire Department; working on the development of county wide helicopter dip spots (so far there are 22 identified); working on establishing a substation at Hayden; and is about to begin prescribed fires (approximately 5200 acres).

EMERGENCY MANAGER REPORT

Emergency Manager Russell delivered the majority of his report during the Joint Communications meeting. A copy of the "Emergency Manager's Report, February 2019" is attached as an exhibit. Russell reported that he and the sheriff's department will be going to Des Moines this Friday for the planning and execution of a lock

down drill on March 22nd. Sheriff Lobb reported that he is working towards the same drill with the Clayton Municipal School District.

At 11:38 a.m., Chairman Bennett stepped down as chairman and moved to go into closed session pursuant to NMSA 1978, Section 10-15-1 (H) (7) pertaining to threatened litigation in which the County is or may become a participant. Chairman Bennett asked Sheriff Lobb to stay during this session. Commissioner Kiesling seconded. Vote: Bennett - YES, Vincent - YES and Kiesling - YES. Motion carried.

At 12:00 p.m., the meeting recessed for lunch. At 1:47 p.m., the meeting resumed.

At 1:48 p.m., Commissioner Vincent moved to come out of the closed session and affirmed that matters discussed in the closed meeting were limited only to those specified in the motion for closure. No action was taken during the closed session. Commissioner Kiesling seconded. Vote: Bennett - YES, Vincent - YES and Kiesling - YES. Motion carried.

FY 202 BUDGET WORKSHOP

Mgr. Gonzales handed out copies of the preliminary department budgets and reported that the county has received a budget request from the Village of Des Moines Sr. Center. Budget discussions for each department followed. Mgr. Gonzales will post a budget notice on the county's Facebook page. Emergency Manager Russell handed out copies of his budget request dated March 11, 2019. Mgr. Russell is interested in purchasing a new Emergency Manager/EMS Command Vehicle.

ELECTED OFFICIAL'S REPORTS

Sheriff Lobb reported on the following (but not limited to the following): various types of cases handled; the new undersheriff and deputies have been duty weapon certified; and building issues and repairs.

Assessor Louis Trujillo reported that his office is preparing Notice of Values, which will be mailed out by the 1st of April; Deputy Assessor Hollie Cruz is attending an appraisal course for certification, and the annual report will be presented next month and his assessor's evaluation will be next month.

ROAD SUPERINTENDANT'S REPORT

Superintendent Kear reported on the following (but not limited to the following): routine county wide road maintenance; equipment maintenance; and have begun this year's projects starting in Amistad.

ELECTED OFFICIAL'S REPORTS cont.

Treasurer Thompson reported on her tracking of a GRT bill during this legislative session.

Clerk Harkins reported on the recent voter purge. (63) sixty-three of the (64) sixty-four voters, which all met qualification for purge, were purged from the county's voter roll.

Commissioner Kiesling reported on the following (but not limited to the following): his attendance of the NERTPO meeting and possible road funding of Northeast New Mexico projects; Kiesling attended the NEEDO meeting, for which he was nominated as Secretary. Going forth, an attempt will be made to have the NEEDO meeting follow immediately after the NERTPO meeting; and, possible business park developments.

Chairman Bennett reported on his attendance of the New Mexico Counties Board meeting, and a presentation that was made on the State's retirement fund and the district legislative update meetings.

Meeting Announcements: The next regular meeting will be held on Tuesday, April 9, 2019, at 9:00 a.m. The next Joint Communications meeting is scheduled for Tuesday, June 11, 2019, at 9:30 a.m.

ADJOURN: At 3:25 p.m., Commissioner Vincent moved to adjourn. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Meeting adjourned.

**Board of Union County Commissioners
Union County, New Mexico**

ATTEST

Justin K. Bennett - Chairman

SEAL

W. Carr Vincent - Vice Chairman

Mary Lou Harkins - Clerk

Clayton F. Kiesling - Member

FIERRO & FIERRO, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

Ed Fierro, CPA • Rose Fierro, CPA

527 Brown Road • Las Cruces, NM 88005
Bus: (575) 525-0313 • Fax: (575) 525-9708
www.fierrocpa.com

March 25, 2019

Angie Gonzales, County Manager
Union County
P.O. Box 430
Clayton, New Mexico 88415

Dear Angie:

Enclosed please find the following:

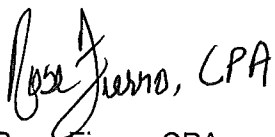
- 10 bound copies of the audit report for the year ended June 30, 2018.
- 4 copies of a correspondence addressed to Commission Chairman Bennett and the board of County Commissioners. Please distribute the letter to each commissioner along with the audit report. The remaining copy of the communication letter is for your records.
- A copy of the final invoice for the audit services.

Barring any unforeseeable events, I intend to present the audit report, to the Commission, during the regularly scheduled meeting on Tuesday, April 9, 2019. Please make sure the audit presentation will be a part of the agenda.

Please contact us should you have any questions.

Sincerely,

FIERRO & FIERRO, P.A.



Rose Fierro, CPA

Enclosures

Ed Fierro, CPA • Rose Fierro, CPA

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www.fierrocpa.com

March 7, 2019

Justin Bennett, Commission Chairman
and County Commissioners
Union County
Clayton, New Mexico

Dear Chairman Bennett and Commissioners:

We have audited the financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Union County, New Mexico (County) for the year ended June 30, 2018. We have also audited the combining and individual nonmajor governmental funds and the budgetary comparisons for the general and major special revenue funds of Union County for the year ended June 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 14, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Union County are described in Note 1 to the financial statements. As described in Note 14 to the financial statements, the County changed accounting policies related to the accounting and reporting of other post-employment benefits (OPEB) contributions and liabilities by adopting Governmental Accounting Standards No. 75, *Accounting and Financial Reporting for Post-employment Benefits Other Than Pensions* in 2018. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in the Government-Wide Statement of Net Position. We noted no transactions entered into by the County during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the government-wide financial statements was:

Management's estimate of the depreciation expense is based on estimated lives of property and equipment. We evaluated the key factors and assumptions used to develop the depreciation expense in determining whether it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of capital assets in Note 1.G.7 and Note 6 to the financial statements discusses the County's updated and accurate capital assets subsidiary records. As such, depreciation expense is being recorded within the governmental activities.

The disclosure of the net pension liability was detailed in Note 13 to the financial statements. The recording of the net pension liability and the related note disclosure are required by Statement of Government Accounting Standards No. 68. The amount recorded is material to the financial statements and represents the County's share of the pension liability. The note provides detailed amounts related to the net pension liability, deferred outflows and inflows of resources related to the pension activity, employer contributions, and other key data.

The disclosure of the net OPEB liability was detailed in Note 14 to the financial statements. The recording of the net pension liability and the related note disclosure are required by Statement of Government Accounting Standards No. 75. The amount recorded is material to the financial statements and represents the County's share of the OPEB liability. The note provides detailed amounts related to the net pension liability, deferred outflows and inflows of resources related to the OPEB activity, employer contributions, and other key data.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 19, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations.

If a consultation involves application of an accounting principle to Union County's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Union County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the schedule of the County's proportionate share of the net pension liability and the schedule of the County's contributions, which are required supplementary information (RSI) that supplements the basic financial statements.

Our procedures consisted of inquires of management regarding the methods of preparing and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

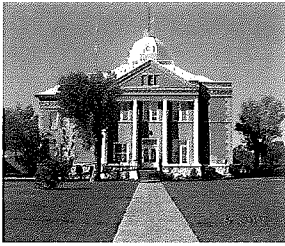
We were engaged to report on the combining schedule of changes in assets and liabilities for the agency funds, the schedule of cash accounts, the schedules of collateral pledged, the tax roll reconciliation, the schedule of tax collections and distributions and the schedule of joint powers agreements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of Union County Commissioners and management of Union County and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Fierro & Fierro, P.A.
Certified Public Accountants



Union County
 P.O. Box 430
 Clayton N.M. 88415
 Phone: 575-374-8896
 Fax: 575-374-2763
 Website: Unionnm.us

County Commissioners
 Justin Bennett- Chairman
 W. Carr Vincent
 Clayton Kiesling

Angie Gonzales
 County Administrator
 Law Office of Stephen C Ross
 County Attorney

**RESOLUTION #107-24
 ACCEPTANCE AND APPROVAL OF THE FY18 AUDIT**

WHEREAS, the Union County is required by statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2018; and,

WHEREAS, the Board of Union County Commissioners has directed the accomplishment of the audit for FY18 be completed; and,

WHEREAS, this audit has been completed and presented to the Union County Board of Commissioners per the March 7, 2019 Letter from the Statue Auditor authorizing release of the FY18 audit.

WHEREAS, NMAC 2.2.2.10 (M) (4) provides in pertinent part that "Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;" and,

NOW THEREFORE, BE IT RESOLVED, that the Union County Board of Commissioners does hereby accept and approve the completed audit report and findings as indicated within this document.

ACCEPTED AND APPROVED this 9th day of April, 2019 in regular session by the Union County Board of Commissioners, at Clayton, Union County, New Mexico.

ATTEST

SEAL

 Justin Bennett, Commission Chair

 Mary Lou Harkins, County Clerk

 W. Carr Vincent, Commissioner

 Clayton Kiesling, Commissioner

UNION COUNTY SUBDIVISION ORDINANCE
CLAIM OF EXEMPTION
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To claim an exemption from the requirements of the Union County Subdivision Ordinance, you must complete this form, sign it before a notary public and submit it together with legible copies of all required documents to the Union County Board of Commissioners. Be sure to check all exemptions which apply and attach legible copies of all supporting documents.

The Union County Board of Commissioners will notify you in writing within thirty (30) days as to whether your claim of exemption has been granted. If the claim of exemption is granted, or if you do not hear from the Board of Union County Commissioners within thirty (30) days, you may proceed with the land division you propose without needing to comply with the requirements of the Union County Subdivision Regulations. If your claim of exemption is denied, you may either seek approval of a subdivision or appeal the denial as provided in, the Union County Subdivision Regulations.

R.H. Pacht Ranch, Inc.
I, by Mark T. McGehee, claim exemption from the requirements of the New Mexico Subdivision Act and the Union County Subdivision Regulations for the following reason(s). I certify that this transaction involves:

- the sale, lease or other conveyance of any parcel that is thirty-five (35) acres or larger in size within any twelve (12) month period, provided that the land has been used primarily and continuously for agricultural purposes, in accordance with §7-36-20 NMSA 1978, for the preceding three (3) years.
ATTACH CERTIFIED SURVEY SHOWING SIZE AND LOCATION OF PARCEL.

- the sale or lease of apartments, offices, stores or similar space within a building. ATTACH COPIES OF ALL PROPOSED SALE OR LEASE DOCUMENTS.

- the division of land within the boundaries of a municipality. ATTACH CERTIFIED SURVEY SHOWING LOCATION OF PROPOSED DIVISION.

- the division of land in which only gas, oil, mineral or water rights are severed from the surface ownership of the land. ATTACH COPIES OF ALL PROPOSED CONVEYANCING DOCUMENTS.

- the division of land created by court order where the order creates no more than one parcel per part. ATTACH CERTIFIED COPY OF COURT ORDER.

- the division of land for grazing or farming activities provided that the land continues to be used for grazing or farming activities. ATTACH COPY OF PROPOSED CONVEYANCING DOCUMENTS AND DOCUMENTS RESTRICTING FUTURE USE TO GRAZING OR FARMING ACTIVITIES. SUCH DOCUMENTS MUST CONTAIN A COVENANT. RUNNING WITH THE LAND AND REVOCABLE ONLY BY MUTUAL CONSENT OF THE BOARD OF COUNTY COMMISSIONERS AND THE PROPERTY OWNER THAT THE DIVIDED LAND WILL BE USED EXCLUSIVELY FOR GRAZING OR FARMING ACTIVITIES. THE COVENANT MUST BE SIGNED BY THE PROPERTY OWNER, THE BUYER OR LESSEE, AND THE BOARD OF COUNTY COMMISSIONERS AND MUST BE FILED OF RECORD WITH THE COUNTY CLERK

- the division of land resulting only in the alteration of parcel boundaries where parcels are altered for the purpose of increasing or reducing the size of contiguous parcels and where the number of parcels is not increased. ATTACH CERTIFIED SURVEYS SHOWING ALL PARCELS AND PARCEL BOUNDARIES BEFORE AND AFTER PROPOSED ALTERATION.

- the division of land to create a parcel that is sold or donated as a gift to an immediate family member; however, this exception shall be limited to allow the seller or donor to sell or give no more than one parcel per tract of land per immediate family member. As used herein the term "immediate family member" means a husband, wife, father, stepfather, mother, stepmother, brother, stepbrother, sister, stepsister, son,

UNION COUNTY SUBDIVISION ORDINANCE
CLAIM OF EXEMPTION
Page 2 of 3

stepson, daughter, stepdaughter, grandson, step-grandson, granddaughter, step-granddaughter, nephew and niece, whether related by birth or adoption. ATTACHED COPY OF PROPOSED CONVEYANCING DOCUMENT AND A DOCUMENT DEMONSTRATING FAMILY RELATIONSHIP CLAIMED. BAPTISMAL CERTIFICATES ARE NOT ACCEPTABLE DOCUMENTATION.

_____ the division of land created to provide security for mortgages, liens or deeds of trust; provided that the division is not the result of a seller-financed transaction. ATTACH COPIES OF ALL FINANCING DOCUMENTS.

_____ the sale, lease or other conveyance of land that creates no parcel smaller than one hundred forty (140) acres. ATTACH CERTIFIED SURVEY SHOWING LOCATION AND SIZE OF PARCEL(S).

_____ the division of land to create a parcel that is donated to any trust or nonprofit corporation granted an exemption from federal income tax, as described in § 501(c)(3) of the United States Internal Revenue Code of 1986, as amended; school, college or other institution with a defined curriculum and a student body and facility that conducts classes on a regular basis; or to any church or group organized for the purpose of divine worship, religious teaching or other specifically religious activity. ATTACH COPIES OF I.R.S. EXEMPTION LETTER, AND/OR DOCUMENTS DEMONSTRATING ENTITLEMENT TO EXEMPTION AND CERTIFIED SURVEY SHOWING LAND PROPOSED TO BE DONATED.

_____ the sale, lease or other conveyance of a single parcel from a tract of land, except from a tract within a previously approved subdivision, within any five (5) year period; provided that a second or subsequent sale, lease or other conveyance from the same tract of land within five (5) years of the first sale, lease or other conveyance shall be subject to the provisions of the New Mexico Subdivision Act and these Regulations; provided further that a survey shall be filed with the county clerk indicating the five (5) year holding period for both the original tract and the newly created tract ATTACH CERTIFIED SURVEY SHOWING SIZE AND LOCATION OF ORIGINAL TRACT, PARCEL PROPOSED TO BE DIVIDED, ANY PARCELS PREVIOUSLY DIVIDED FROM THE ORIGINAL PARCEL AND DATES OF ALL DIVISIONS.

I further certify that the information provided by me in this Claim of Exemption is true and correct and that all documents attached to or enclosed with this Claim of Exemption are originals or true, complete and correct copies of the originals.

R.H. Pachta, Inc.

By: 

Signature

R.H. Pachta, Inc.

By: Mark T. McGehee

Print your name here

1707 Dorothy St NE
Address

Albuquerque, NM, 87112
City, state and zip code

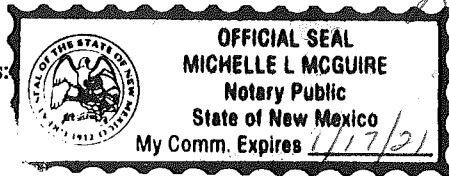
505-205-5909
Telephone number(s)

UNION COUNTY SUBDIVISION ORDINANCE
CLAIM OF EXEMPTION
Page 3 of 3

SUBSCRIBED AND SWORN to before me this 19 day of March, 2019

Michelle L. McGuire

My commission expires:



Notary Public

FOR OFFICIAL USE ONLY

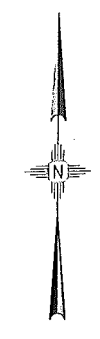
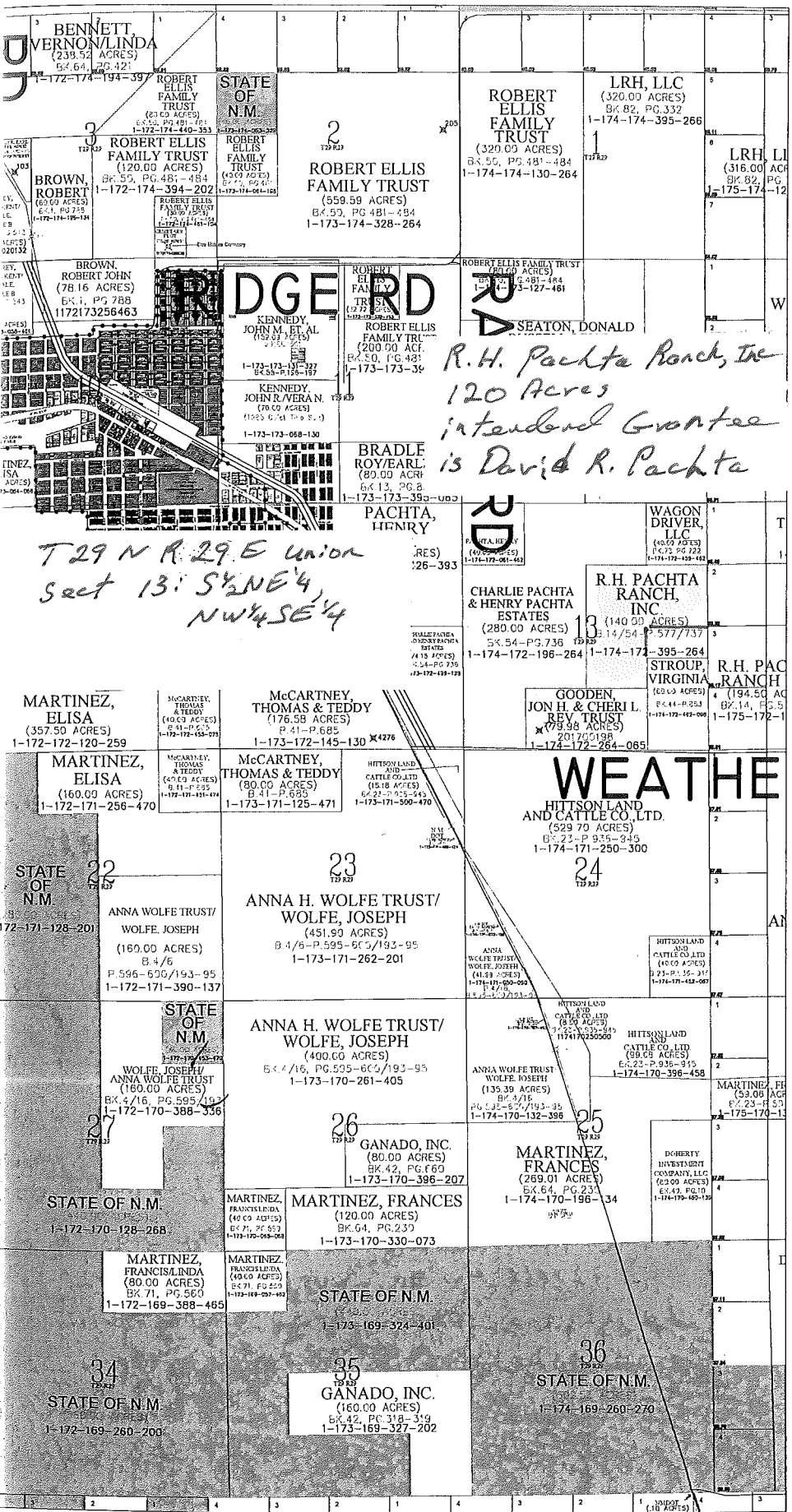
The foregoing Claim of Exemption has been approved.

The foregoing Claim of Exemption is incomplete. Please provide us with the following information and/or documents so that we can process your claim: _____

The foregoing Claim of Exemption is hereby denied for the following reasons: _____

Date: _____

Name and title



NOT DRAWN
TO SCALE

PROPERTY IDENTIFICATION MAP
ASSESSORS OFFICE
MAPPING DEPT.
UNION COUNTY
NEW MEXICO

CODE NUMBER
1-XXX-XXX

LEGAL DESCRIPTION

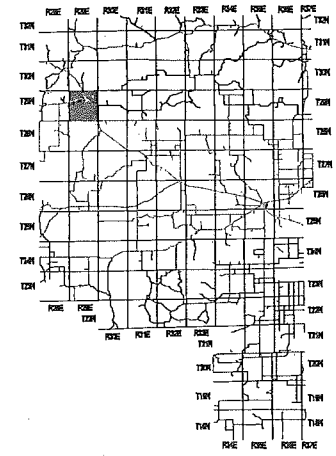
TOWNSHIP RANGE SECTION
29N 29E 1-36

TOWNSHIP		INDEX	
28	29	30	31
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2	7	8	9
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13	4	5	6

LEGEND

- J. & J. DOE OWNER NAME
- 25 SECTION NUMBER
- SECTION LINE
- PROPERTY BOUNDARY LINE
- UNIVERSAL PROPERTY CODE
- NEW UNIVERSAL PROPERTY CODE
- CODE
- BOOK & PAGE
- ACRES
- STATE LAND

INDEX MAP



PLAT DATE	OFFICIAL USE ONLY

UNION COUNTY SUBDIVISION ORDINANCE
CLAIM OF EXEMPTION

Page 1 of 3

To claim an exemption from the requirements of the Union County Subdivision Ordinance, you must complete this form, sign it before a notary public and submit it together with legible copies of all required documents to the Union County Board of Commissioners. Be sure to check all exemptions which apply and attach legible copies of all supporting documents.

The Union County Board of Commissioners will notify you in writing within thirty (30) days as to whether your claim of exemption has been granted. If the claim of exemption is granted, or if you do not hear from the Board of Union County Commissioners within thirty (30) days, you may proceed with the land division you propose without needing to comply with the requirements of the Union County Subdivision Regulations. If your claim of exemption is denied, you may either seek approval of a subdivision or appeal the denial as provided in, the Union County Subdivision Regulations.

R.H. Pachta Ranch, Inc.

I, by Mark T. McGehee, claim exemption from the requirements of the New Mexico Subdivision Act and the Union County Subdivision Regulations for the following reason(s). I certify that this transaction involves:

- the sale, lease or other conveyance of any parcel that is thirty-five (35) acres or larger in size within any twelve (12) month period, provided that the land has been used primarily and continuously for agricultural purposes, in accordance with §7-36-20 NMSA 1978, for the preceding three (3) years.
ATTACH CERTIFIED SURVEY SHOWING SIZE AND LOCATION OF PARCEL.
- the sale or lease of apartments, offices, stores or similar space within a building. ATTACH COPIES OF ALL PROPOSED SALE OR LEASE DOCUMENTS.
- the division of land within the boundaries of a municipality. ATTACH CERTIFIED SURVEY SHOWING LOCATION OF PROPOSED DIVISION.
- the division of land in which only gas, oil, mineral or water rights are severed from the surface ownership of the land. ATTACH COPIES OF ALL PROPOSED CONVEYANCING DOCUMENTS.
- the division of land created by court order where the order creates no more than one parcel per part. ATTACH CERTIFIED COPY OF COURT ORDER.
- the division of land for grazing or farming activities provided that the land continues to be used for grazing or farming activities. ATTACH COPY OF PROPOSED CONVEYANCING DOCUMENTS AND DOCUMENTS RESTRICTING FUTURE USE TO GRAZING OR FARMING ACTIVITIES. SUCH DOCUMENTS MUST CONTAIN A COVENANT, RUNNING WITH THE LAND AND REVOCABLE ONLY BY MUTUAL CONSENT OF THE BOARD OF COUNTY COMMISSIONERS AND THE PROPERTY OWNER THAT THE DIVIDED LAND WILL BE USED EXCLUSIVELY FOR GRAZING OR FARMING ACTIVITIES. THE COVENANT MUST BE SIGNED BY THE PROPERTY OWNER, THE BUYER OR LESSEE, AND THE BOARD OF COUNTY COMMISSIONERS AND MUST BE FILED OF RECORD WITH THE COUNTY CLERK
- the division of land resulting only in the alteration of parcel boundaries where parcels are altered for the purpose of increasing or reducing the size of contiguous parcels and where the number of parcels is not increased. ATTACH CERTIFIED SURVEYS SHOWING ALL PARCELS AND PARCEL BOUNDARIES BEFORE AND AFTER PROPOSED ALTERATION.
- the division of land to create a parcel that is sold or donated as a gift to an immediate family member; however, this exception shall be limited to allow the seller or donor to sell or give no more than one parcel per tract of land per immediate family member. As used herein the term "immediate family member" means a husband, wife, father, stepfather, mother, stepmother, brother, stepbrother, sister, stepsister, son,

UNION COUNTY SUBDIVISION ORDINANCE
CLAIM OF EXEMPTION

Page 2 of 3

stepson, daughter, stepdaughter, grandson, step-grandson, granddaughter, step-granddaughter, nephew and niece, whether related by birth or adoption. ATTACHED COPY OF PROPOSED CONVEYANCING DOCUMENT AND A DOCUMENT DEMONSTRATING FAMILY RELATIONSHIP CLAIMED. BAPTISMAL CERTIFICATES ARE NOT ACCEPTABLE DOCUMENTATION.

_____ the division of land created to provide security for mortgages, liens or deeds of trust; provided that the division is not the result of a seller-financed transaction. ATTACH COPIES OF ALL FINANCING DOCUMENTS.

X the sale, lease or other conveyance of land that creates no parcel smaller than one hundred forty (140) acres. ATTACH CERTIFIED SURVEY SHOWING LOCATION AND SIZE OF PARCEL(S).

_____ the division of land to create a parcel that is donated to any trust or nonprofit corporation granted an exemption from federal income tax, as described in § 501(c)(3) of the United States Internal Revenue Code of 1986, as amended; school, college or other institution with a defined curriculum and a student body and facility that conducts classes on a regular basis; or to any church or group organized for the purpose of divine worship, religious teaching or other specifically religious activity. ATTACH COPIES OF I.R.S. EXEMPTION LETTER, AND/OR DOCUMENTS DEMONSTRATING ENTITLEMENT TO EXEMPTION AND CERTIFIED SURVEY SHOWING LAND PROPOSED TO BE DONATED.

_____ the sale, lease or other conveyance of a single parcel from a tract of land, except from a tract within a previously approved subdivision, within any five (5) year period; provided that a second or subsequent sale, lease or other conveyance from the same tract of land within five (5) years of the first sale, lease or other conveyance shall be subject to the provisions of the New Mexico Subdivision Act and these Regulations; provided further that a survey shall be filed with the county clerk indicating the five (5) year holding period for both the original tract and the newly created tract ATTACH CERTIFIED SURVEY SHOWING SIZE AND LOCATION OF ORIGINAL TRACT, PARCEL PROPOSED TO BE DIVIDED, ANY PARCELS PREVIOUSLY DIVIDED FROM THE ORIGINAL PARCEL AND DATES OF ALL DIVISIONS.

I further certify that the information provided by me in this Claim of Exemption is true and correct and that all documents attached to or enclosed with this Claim of Exemption are originals or true, complete and correct copies of the originals.

R.H. Pachta, Inc.

by: Mark T. McGehee

Signature

R.H. Pachta, Inc.

by Mark T. McGehee

Print your name here

1707 Dorothy St NE

Address

Albuquerque, NM 87112

City, state and zip code

505-205-5909

Telephone number(s)

UNION COUNTY SUBDIVISION ORDINANCE
CLAIM OF EXEMPTION
Page 3 of 3

SUBSCRIBED AND SWORN to before me this 19 day of March, 2019

Michelle L. McGuire

My commission expires:

4/17/21



Notary Public

FOR OFFICIAL USE ONLY

The foregoing Claim of Exemption has been approved.

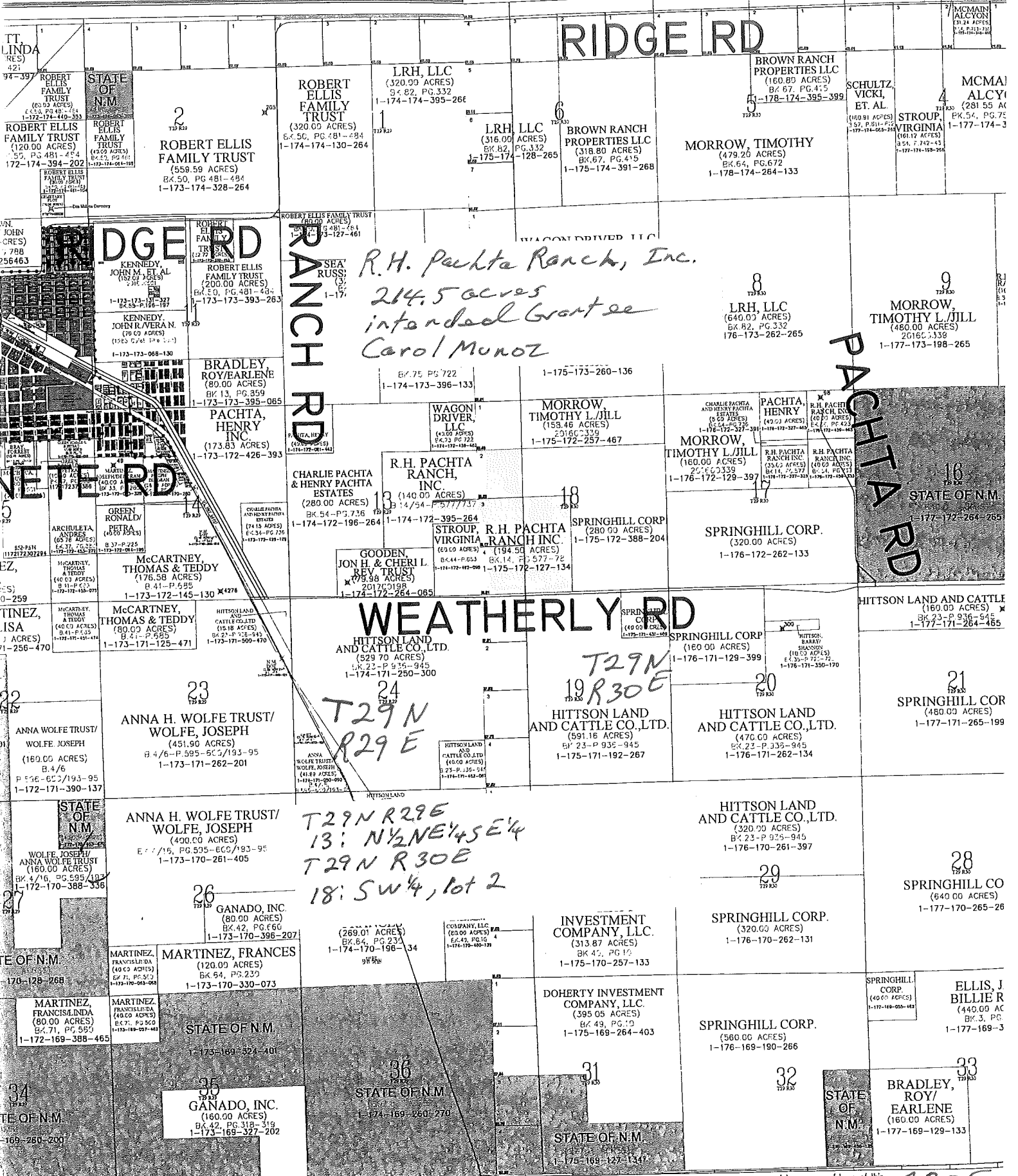
The foregoing Claim of Exemption is incomplete. Please provide us with the following information and/or documents so that we can process your claim: _____

The foregoing Claim of Exemption is hereby denied for the following reasons: _____

Date: _____

Name and title

RIDGE RD



*R.H. Pachta Ranch, Inc.
214.5 acres
intended Grant see
Carol Munoz*

*T29N
R30E*

*T29N
R29E
13; N 1/2 NE 1/4 SE 1/4
T29N R30E
18; SW 1/4, lot 2*

R30E

Union County makes no warranty with respect to the accuracy, completeness or usefulness of this tax map. Union County assumes no liability for direct, indirect, special or consequential damages resulting from the use or misuse of this tax map or any of the information contained herein.
THIS IS NOT A SURVEY MAP.
COPYRIGHT 2017
Union County makes no representations as to the accuracy of the width and location of roads, rights of ways, or streets shown on this map.

PLAT DATE	OFFICIAL USE ONLY



April 3, 2019

Angie Gonzales, County Manager
Union County
PO Box 430
Clayton, NM 88415
angie.gonzales@unionnm.us

Re: Proposal to Provide Professional Planning Services to Union County

Dear Ms. Gonzales:

Thank you for your interest in having Consensus Planning, Inc. provide professional planning services to Union County for the Comprehensive Plan update. We would be honored to provide our services to Union County and are confident that we have the necessary expertise and capability to successfully complete this project to the satisfaction of the County and the community as a whole.

Consensus Planning is already under contract to update the Town of Clayton's Comprehensive Plan. Hiring Consensus Planning will provide a great opportunity for both Union County and the Town of Clayton to coordinate their long range planning documents by engaging the same consultant. Our proposal identifies certain planning tasks that could be coordinated between the two entities.

Providing professional planning services to communities throughout New Mexico is one of our firm's core business areas. We have completed more community plans for New Mexico cities and counties than any other planning firm, including the Eddy County Comprehensive Plan, Chaves County Comprehensive Plan, City of Clovis Comprehensive Plan, City of Alamogordo Comprehensive Plan, City of Deming Comprehensive Plan, Roswell Comprehensive Plan, etc. We are currently working on the City of Carlsbad Comprehensive Plan update. Several of these project examples are described in this proposal.

CONSENSUS PLANNING - BACKGROUND

Consensus Planning, a New Mexico corporation, is a planning, landscape architecture, and urban design consulting firm committed to providing services of the highest quality to both the public and private sectors. The firm has been located in Downtown Albuquerque since its inception in 1991. We have built our firm on a strong and unwavering reputation for responsive customer service and hands-on project management. Our planners and landscape architects bring a vast amount of diverse experience to the company, including project experience throughout New Mexico and in most of the western and southwestern states.

Consensus Planning has extensive experience and competence in preparing all types of community planning documents tailored to community goals including comprehensive plans, metropolitan redevelopment area master plans,



neighborhood plans, affordable housing plans, and facility plans for cities and counties throughout the State of New Mexico and the southwest region. We have completed over 75 community plans in the past 28 years, many of them updates to previous plans completed by our firm. Our projects have received a number of awards from the American Planning Association, New Mexico Chapter of the American Planning Association, and have been featured in planning publications. We approach every planning challenge with the understanding that all projects require a unique solution. First and foremost, we strive for consensus. People's opinions matter and, when it comes to planning a project, opinions can either strengthen or dismantle a project. That is why we take a full, hands-on approach by soliciting input in the planning process through interactive meetings with all of the project stakeholders, including the City decision makers, residents, and representatives from the business and development community.

Our approach also understands the importance of obtaining project approval. Whether a community plan or a land use entitlement, approval is required to ensure implementation. Our staff has intimate knowledge of approval obstacles – including special interest groups, property restrictions, zoning and regulatory constraints, and political realities – and is skilled at preparing plans that avoid these barriers, obtain approval, and are legally defensible. That is why Consensus Planning's track record for project approvals is unmatched.

Our planning group is led by two Principals, Jackie Fishman and Jim Strozier, who have worked as a team since 1994. We are accustomed to working on long range community planning projects, as well as current development projects, which gives us a unique advantage over other planning firms. We pride ourselves on our responsiveness to client's requests and needs, and our ability to perform whatever task is required. Our planning projects range from a simple zone change or site development plan to complex, multi-faceted neighborhood or planned community plans to comprehensive, downtown, parks and recreation, and metropolitan redevelopment plans for communities. This gives us the expertise and confidence to handle any size project.

PROJECT APPROACH

1. Consensus Planning will be the Prime Consultant leading the update to the Union County Comprehensive Plan. We will coordinate with the County's engineering consultants and incorporate their findings and recommendations relevant to the transportation and/or infrastructure sections. The update will include descriptions of existing conditions and issues, goals/objectives/strategies, and mapping for each plan element, as applicable. An implementation schedule will be organized by Plan element, and will list the projected time line and responsible entity for each implementation strategy.
2. The Comprehensive Plan elements will include the typical elements as required by the state. Each plan element will include a description of existing conditions and issues, and goals/objectives/strategies based on our public



involvement process, research and analysis, and our professional planning expertise. The Union County ICIP will be incorporated into the Plan elements, as applicable. Implementation will be a key focus of the Comprehensive Plan. Plan elements will include:

- Executive Summary
- Community Profile
- Land Use
- Economic Development
- Housing
- Community Services and Facilities
- Transportation
- Infrastructure
- Hazard Mitigation
- Implementation

3. Consensus Planning will complete the Comprehensive Plan approximately 10 months from signing the contract with Union County. Our project schedule, as described in this proposal, commits to completing an administrative draft Comprehensive Plan within eight months, the public draft Comprehensive Plan in nine months, and the final plan adoption in 10 months, depending on the County Commission schedule.
4. Consensus Planning recommends the establishment of a steering committee to ensure communication between the community and the Project Team. This would be particularly important for the County and we may want to consider having a joint steering committee with the Town of Clayton. Typical roles of the committee would include: helping to identify community issues; reviewing draft materials; helping to prioritize planning implementation steps; getting the word out about the Plan and upcoming meetings; and participating in public meetings.
5. Consensus Planning will review all current development codes, planning documents, and studies related to the Comprehensive Plan. These plans and documents will be summarized in the Comprehensive Plan under the appropriate Plan element.
6. Consensus Planning will use the following resources for information related to population, employment, economic, and housing characteristics: US Census Bureau, New Mexico Department of Workforce Labor, New Mexico Economic Development Department, New Mexico Taxation and Revenue, Bureau of Business and Economic Research, Bureau of Labor Statistics, etc.
7. Consensus Planning will create the implementation element based upon the actions and strategies identified in the Plan. The implementation schedule will be mindful of the County's fiscal constraints, potential outside funding sources (and their local match requirements), and on-going operational and maintenance costs. It will include tables that indicate the action, responsible



entity, and anticipated timeframe. We will also include a comprehensive funding source list in the appendix for the actions and projects.

8. Public engagement is one of the key elements to a successful planning effort. Consensus Planning proposes a public participation program consisting of:

- ✓ Project Email List - An active, continuously updated e-mail list will be kept so that people can be apprised of upcoming events and meetings.
- ✓ Community Survey – We may want to consider doing a survey for Union County, but we need to discuss the logistics of a County-wide survey. We are proposing to do a community survey for the Town of Clayton Comprehensive Plan, so we may want to combine the surveys. Since they provide a convenient method of participation, surveys are often a good way to receive input from a greater number of residents.
- ✓ Trips to Union County - For each trip to Union County, Consensus Planning will schedule a series of meetings to maximize the efficiency of our time in the community. This should include meetings with the County Manager and staff, steering committee, general public, and stakeholders, as applicable.
- ✓ Stakeholder Interviews - Consensus Planning will schedule a series of short stakeholder interviews to get more detailed feedback. Stakeholders should include local business owners, County staff, and other community leaders.
- ✓ General Public Meetings - Consensus Planning will provide a press release and flyer for each meeting to post on the County’s website and on social media, and will also email invitations to the public meetings to all those on the mailing list.

Consensus Planning is flexible in the way it proposes to conduct public meetings. Time, schedule, location, and format will be customized to the County’s preferences. We can schedule multiple meetings on the same day; for instance, an afternoon meeting with County staff and an evening meeting with the Steering Committee or general public.

- 9. Union County will provide a contact list of stakeholders that it would like Consensus Planning to meet with during Phase 1 of the project.
- 10. Consensus Planning will provide a summary to the County Manager that describes the progress made by the end of each phase.



PROJECT SCOPE

Phase 1: Project Kick-Off, Research, and Public Engagement

- 1.1 Project Kick-off - meeting with the County Manager to discuss project milestones, schedule, and deliverables. The meeting will also address issues concerning the overall public engagement process and project management including establishing primary points of contact, communications, and identification of key community leaders and stakeholders that we should contact during the planning process.
- 1.2 Research and Analysis - conduct data collection, research, and analysis of existing conditions relevant to each Plan element, demographics, economic indicators, planning, economic development, engineering studies, etc.
- 1.3 Community Survey (Optional) - design a community survey that includes questions regarding growth and development, economic development, quality of life issues, transportation, housing, etc. The survey will be distributed via Survey Monkey. The results will be incorporated into the Plan elements contained in the Comprehensive Plan.
- 1.4 Public Notification - provide a press release and flyer announcing the community survey and the date and time of the first public meeting.
- 1.5 Steering Committee Meeting - review the project scope, committee roles and expectations, and project schedule. We will also conduct a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis.
- 1.6 Public Meeting - hold a public meeting/workshop to introduce the Project Team and the project. We will lead meeting participants in an exercise to assess and determine the public's goals and aspirations for the future of Union County. A sign-in sheet will provide the basis for beginning the project mailing list.
- 1.7 Stakeholder Interviews – work with the County Manager on scheduling a series of brief stakeholder interviews with individuals or small groups that we can conduct in person during our trips to Union County or via an on-line meeting, as appropriate.
- 1.8 Project Dropbox - establish a project Dropbox and share with the County Manager and the Steering Committee.
- 1.9 Memorandum - prepare a memo that summarizes the Phase 1 findings and progress.
 - Phase 1 Timeframe: 3 months
 - Phase 1 Meetings: 1 Project Kick-off meeting; 1 Steering Committee meeting; multiple stakeholder interviews; 1 public meeting



Phase 2: Development of Alternative Concepts

- 2.1 Goals and Objectives - development of goals and objectives by Plan element based on Phase 1 research and meetings. Provide draft goals and objectives to the County Manager for review and comment.
- 2.2 Alternative Land Use Scenarios – development of alternative Land Use Scenarios based on community priorities and provide them to the County Manager for review and comment.
- 2.3 Steering Committee Meeting - hold a meeting with the Steering Committee to review draft goals/objectives and alternative Land Use Scenarios and receive input.
- 2.4 Public Notification - provide a press release and flyer announcing the date and time of the second public meeting.
- 2.5 Public Meeting - hold a public meeting to present draft goals and objectives and alternative Land Use Scenarios and receive input.
- 2.6 Memorandum - prepare a summary describing the Phase 2 findings and progress.
 - Phase 2 Timeframe: 2 months
 - Phase 2 Meetings: 1 public meeting; 1 Steering Committee meeting

Phase 3: Administrative Draft Plan

- 3.1 Implementation Strategies – based on our research, analysis, and alternative concepts generated under Phase 1 and 2, Consensus Planning will create implementation strategies for the goals and objectives provided under each Plan element.
- 3.2 Administrative Draft Comprehensive Plan - produce the Administrative Draft and provide a digital copy to County Manager for review and comment.
- 3.3 Memorandum - prepare a memo summarizing the Phase 3 findings and progress.
 - Phase 3 Timeframe: 2 months

Phase 4: Public Draft Plan

- 4.1 Public Draft Plan - revise the Comprehensive Plan based on comments from the County Manager and provide a digital file copy.
- 4.2 Steering Committee Meeting – present the draft Comprehensive Plan and receive input from the Steering Committee.
- 4.3 Public Notification - provide a press release and flyer announcing the date and time of the County meeting to review the Draft Plan.
- 4.4 County Commission - present the draft Comprehensive Plan at a County Commission meeting.



- 4.5 Memorandum - prepare a memo summarizing the comments received on the public draft and responses from the Project Team.
- Phase 4 Timeframe: 2 months
 - Phase 4 Meetings: 1 Steering Committee meeting, 1 County Commission meeting to present the draft Comprehensive Plan.

Phase 5: Final Plan and Approval Process

- 5.1 Final Plan - make revisions to the Comprehensive Plan based on comments received from the County Commission and provide digital copy of the Comprehensive Plan for the adoption hearing.
- 5.2 Resolution – assist the County in preparing a resolution for adoption of the Comprehensive Plan.
- 5.3 Final Deliverable – provide a digital copy and 10 hard copies of the final adopted Comprehensive Plan.
- Phase 5 Timeframe: 2 months
 - Phase 5 Meeting: 1 County Commission meeting for adoption of the Comprehensive Plan.

PROJECT FEES & STANDARD HOURLY RATES

Phase 1: Project Kick-off, Research, and Public Engagement	\$14,050.00
Phase 2: Development of Alternative Concepts	\$4,000.00
Phase 3: Administrative Draft Plan	\$21,500.00
Phase 4: Public Draft Plan	\$4,000.00
Phase 5: Final Plan and Approval Process	<u>\$4,450.00</u>
Total (not including NMGR)	\$48,000.00

FIRM ABILITY and RESOURCES

Consensus Planning has the ability and the resources to manage and complete the Comprehensive Plan within a timeline of 9 months after approval of the contract for the public draft Comprehensive Plan, and be ready for adoption within six weeks after delivery of the public draft. Our Project Team will be ready to start immediately upon completion of the contract.

Consensus Planning’s track record in completing planning projects illustrates our ability to deliver projects within allotted schedules and budgets. We are serious and confident about our ability to meet our project schedule for each task identified in our proposed scope of work.

Jackie Fishman will be the Principal-in-Charge and the County’s main point of contact. She will facilitate the public meetings and provide quality control on all products that are delivered to the County by the firm. Jim Strozier (Principal) will provide assistance with the community engagement process. Charlene Johnson, Omega Delgado, and Michael Vos will provide technical planning assistance throughout the project. Our other planning and design staff will participate, as



needed, in a flexible, coordinated, team-based approach. All technical memorandums, draft documents, and community meetings will be completed by senior level staff at Consensus Planning.

Consensus Planning takes project communication very seriously and has several techniques to ensure effective communication at all levels. We believe that communication protocols agreed to by the consultant and the Client at the onset of the process are integral to the success of the project. All meetings will include an agenda and meeting notes. Consensus Planning will be responsible, as the Prime Consultant, for all communications to ensure that the process and schedule is maintained.

CONSENSUS PLANNING - KEY PERSONNEL

JACQUELINE FISHMAN, AICP, PRINCIPAL, will be the Principal-in-Charge and the Quality Control Manager on this project. Ms. Fishman has over 26 years of experience in project management and planning for complex, multi-discipline planning projects; municipal development processes and code preparation; project representation at public hearings before planning commissions and governing bodies; and urban design and landscape architecture for the public and private sectors. She directs and facilitates all of the firm's long-range, public sector, community planning efforts, and has been the primary author on dozens of approved community plans and studies. Ms. Fishman has extensive experience working with neighborhood groups and diverse communities, and a background in graphic design, presentation graphics, and cartography. Before joining Consensus Planning, Ms. Fishman was employed by the City of Albuquerque Planning Department and several engineering firms in New Mexico.

Ms. Fishman's project experience and recent projects related to this scope of work includes:

- City of Carlsbad Comprehensive Plan and Short Term Housing Strategy (current)
- City of Clovis Comprehensive Plan (2018)
- City of Alamogordo Comprehensive Plan (2018) and Downtown MRA Plan (current)
- City of Aztec MRA Plan (2018)
- City of Lovington MRA Plan (2018)
- City of Deming Comprehensive Plan (2017)
- Eddy County Comprehensive Plan (2017)
- City of Grants Downtown MRA Plan (2017)
- Village of Tularosa MRA Plan (2017)
- City of Roswell Comprehensive Master Plan (2016), Railroad District MRA Plan (2016), Downtown Wayfinding Plan (2016), and MainStreet Master Plan (2011)
- Chaves County Comprehensive Plan (2015)



- City of Truth or Consequences Comprehensive Plan (2014), Downtown Master Plan (2014), Affordable Housing Plan (2014)
- Town of Red River Comprehensive Plan (2013)
- Village of Hatch Comprehensive Plan (2012)
- City of Bayard Comprehensive Plan (2012)

Ms. Fishman is registered with the American Institute of Certified Planners (#12838), and is a member of the New Mexico Chapter of the American Planning Association, National Recreation and Park Association, and the Urban Land Institute. Ms. Fishman earned a Master of Community and Regional Planning Degree with an emphasis in Landscape Design, in addition to a Bachelor of Fine Arts Degree, both from the University of New Mexico.

JAMES K. STROZIER, FAICP, PRINCIPAL, has over 34 years of planning experience in both the public and private sectors throughout the western United States. Mr. Strozier focuses on the integration of zoning regulation with urban design in order to develop superior designs in order to achieve our client's goals. Prior to co-founding Consensus Planning, Mr. Strozier worked as a City Planner, a State Transportation Planner, and as an Associate in two consulting firms. He is well-known and respected throughout the Southwest for his ability to work with diverse groups to develop win-win solutions. He has extensive experience representing and obtaining approval for a wide variety of projects before public boards, commissions, and councils. This unique experience makes him a popular speaker at conferences, workshops, and training sessions in the region.

Mr. Strozier's key project experience includes:

- City of Roswell Comprehensive Plan (2016), MainStreet Master Plan (2011)
- Chaves County Comprehensive Plan (2015)
- City of Truth or Consequences Comprehensive Plan (2014)
- Town of Red River Comprehensive Plan (2013)
- Village of Hatch Comprehensive Plan (2012)
- City of Tucumcari Comprehensive Plan (2004) and Downtown Master Plan (2010)

Mr. Strozier is registered with the American Institute of Certified Planners (#6432) and was recently inducted into the College of Fellows. He is a past President of the New Mexico Chapter of the American Planning Association. He is a certified Charrette Manager, and is a member of the Urban Land Institute and the Congress for New Urbanism. He has also been actively involved on the Board of Directors for the Southeast Team for Entrepreneurial Success (STEPS), which is based on the Sirolli model for grassroots economic development. Mr. Strozier earned a Bachelor of Urban Planning Degree from the University of Utah and a Master of Environmental Planning Degree from Arizona State University.



CHARLENE JOHNSON, PLANNER, has over six years of experience in data research and analysis, community engagement, and long-range master planning. Prior to working at Consensus Planning, Ms. Johnson worked with an array of communities across New Mexico, primarily developing District-wide 5-Year Facility Master Plans and Educational Specification documents for school districts. Her focus at Consensus Planning is on long range planning including Comprehensive Plans and Metropolitan Redevelopment Area Plans. Ms. Johnson's representative project experience includes the City of Carlsbad Comprehensive Plan, City of Clovis Comprehensive Plan, City of Alamogordo Comprehensive Plan, City of Aztec Downtown MRA Plan, City of Lovington Downtown MRA Plan, and HopeWorks Village. Ms. Johnson earned a Master of Community and Regional Planning with an emphasis in Community Development from the University of New Mexico. She is a member of the NM Chapter of American Planning Association and the Albuquerque Chapter of Association for Learning Environments.

MICHAEL VOS, AICP, SENIOR PLANNER, has over six years of experience in land use planning, development review, GIS mapping, and report writing. Prior to joining Consensus Planning, Mr. Vos worked as a planner for the City of Albuquerque and City of Rio Rancho, New Mexico, primarily reviewing development projects and helping applicants navigate the development process, particularly with understanding and interpreting the recently adopted City of Albuquerque Integrated Development Ordinance (IDO). His planning experience also includes scenario planning for the Futures 2040 Metropolitan Transportation Plan, community engagement and land use analysis for small area plans, and composition of several zoning code text amendments. Since joining Consensus Planning, Mr. Vos has worked on the City of Carlsbad Short Term Housing Strategy and several site development plans and zone map amendments. Mr. Vos earned a Bachelor of Arts in Geography from Calvin College and a Master of Urban Planning with a concentration in Land Use and Environmental Planning from the University of Michigan. He is registered with the American Institute of Certified Planners (#028547) and is a member of the New Mexico Chapter of the American Planning Association.

CONSENSUS PLANNING – REPRESENTATIVE PROJECTS

The following representative project examples illustrate Consensus Planning's breadth of experience in preparing comprehensive plans for municipalities and counties throughout New Mexico.

CITY OF CARLSBAD COMPREHENSIVE PLAN & SHORT TERM HOUSING STRATEGY

Consensus Planning is currently working on an update to the City of Carlsbad Comprehensive Plan and a Short Term Housing Strategy. The City of Carlsbad is in an unique situation where it is facing unprecedented economic growth and development due to the oil and gas industry, which has caused the unintended consequences of a deep housing shortage, lack of service workers, traffic congestion, roadway improvement needs, and challenges to its tourism industry.



Consensus Planning has been leading a public engagement process that includes a Steering Committee comprised of City staff, industry representatives, business owners, and the general public; an on-line community survey; public meetings; and interviews with key stakeholder groups that each have shown a deep commitment to addressing the challenges faced by the community. Consensus Planning facilitated the first public meeting, which was attended by a record number of community members.

The Short Term Housing Strategy involved the identification and mapping of 31 potential growth areas within and outside the City of Carlsbad. Each of these areas have been evaluated for the feasibility and potential of existing infrastructure capacity and expansion, adjacent land uses and zoning, roadway access, ownership, housing density and yield, etc. The Short Term Housing Strategy is designed to allow interested developers to view each of the growth areas, their various attributes, and have access to further contact information.

CITY OF CLOVIS COMPREHENSIVE PLAN

- Client: City of Clovis, NM
- Year: 2018

Consensus Planning recently completed an update to the Clovis Comprehensive Plan in December 2018. The Comprehensive Plan establishes an overall vision for the community's physical development, economic health, and well-being with an assumed planning horizon of 20 years. Goals, objectives, and implementation strategies are organized under land use, economic development, neighborhoods and housing, infrastructure, transportation, community facilities and services, and hazard mitigation that are based on community priorities as determined by the public engagement process. A robust public engagement process included meetings and interviews with a Steering Committee, stakeholder groups, City staff, and an online community survey. The Clovis Comprehensive Plan was adopted by the City Commission on December 13, 2018.

CITY OF ALAMOGORDO COMPREHENSIVE MASTER PLAN

- Client: City of Alamogordo, NM
- Year: 2017-2018

Consensus Planning completed an update to the City of Alamogordo Comprehensive Plan and was subsequently hired to create a Downtown MRA Plan. Alamogordo is a community whose economy relies heavily on Holloman Air Force Base and White Sands Missile Range. The City of Alamogordo Comprehensive Plan is a key policy document that establishes an overall vision for the community's future growth, development, and character with a planning horizon of 20 years. The Comprehensive Plan provides an integrative approach to all aspects of the City's physical growth and development and related economic and social issues. Goals, objectives, and implementation strategies express the community vision gleaned from a robust public engagement process and are organized under the elements of land use, economic development, housing and neighborhoods, infrastructure, transportation, community facilities and services,



greenhouse gas emissions, and hazard mitigation. The Preferred Land Use Scenario provides a graphic representation of how the City of Alamogordo intends to grow in the next 20 years.

EDDY COUNTY COMPREHENSIVE PLAN

- Client: Eddy County, NM
- Year: 2017

Eddy County is a rural county in New Mexico that relies on agriculture, extractive industries, and tourism to help sustain the rural lifestyle that residents value and want to maintain in the future. Carlsbad is the county seat of Eddy County. The 2017 Eddy County Comprehensive Plan, completed by Consensus Planning, is the key policy document intended to guide and manage decision-making related to the future growth and physical development of the County. The Comprehensive Plan is designed to be: 1) All-inclusive - the Plan addresses all geographical areas of Eddy County and the functional elements that impact physical, cultural, and community development; 2) General - the Plan provides general policies, not detailed regulations, that address a wide range of community issues and aspirations; and 3) Long Range - the Plan presents a 20-year vision to guide future growth and capital expenditures based on community priorities. The Comprehensive Plan is also intended to foster coordination between the Board of County Commissioners and elected officials in the four municipalities of Artesia, Carlsbad, Hope, and Loving. Elements of the Comprehensive Plan include a county profile, land use, housing, economic development, infrastructure, water resources, transportation, public facilities and services, hazard mitigation, and implementation. The Comprehensive Plan was adopted by the Board of County Commissioners in June 2017.

CHAVES COUNTY COMPREHENSIVE PLAN

- Client: Chaves County, NM
- Year 2015

Consensus Planning completed an update to the County's 2004 Comprehensive Plan, also completed by the firm. The 2015 Chaves County Comprehensive Plan established goals, objectives, and implementation actions to guide decision makers regarding the future of the County, particularly in regard to land use, preparation of capital improvement plans, enforcement of zoning and other regulations, and related growth management issues. The Comprehensive Plan was the result of citizen and stakeholder input; study and analysis of existing physical, economic, and social conditions; and a projection of future conditions. Key themes that ran throughout the Comprehensive Plan included the preservation of agricultural areas; preservation of rural industries, such as dairy, farming, and ranching; preservation of private property rights; promotion of economic development opportunities; and the interface between the County and municipal areas. Consensus Planning worked with a steering committee comprised of County staff, planning commissioners, representatives from the municipalities within the County, real estate professionals, and interested citizens.



CITY OF DEMING COMPREHENSIVE PLAN

- Client: City of Deming, NM
- Year: 2016-2017

The 2017 City of Deming Comprehensive Plan, completed by Consensus Planning, is intended to be a general policy guide for decision-making by City elected officials concerning the location, character, and rate of growth in the community. The seven key planning themes that run throughout the Comprehensive Plan include: addressing the need to diversify and grow the economy; emphasizing the importance of workforce training and education of Deming youth; making the community more sustainable as related to agricultural best practices, land use decisions and infrastructure investment, water conservation and resource protection; growing the community through infill and reuse of vacant buildings; supporting the economic health of the Downtown Business District; recognizing that housing is a basic human right and the existing housing stock does not meet community demand; and recognizing itself as a retirement population. The Comprehensive Plan addresses a wide range of community issues, goals and aspirations, and implementation strategies regarding land use, economic development, transportation, infrastructure, housing, parks and recreation, community services and facilities, and hazard mitigation that are based on community priorities. The planning process included public meetings, stakeholder interviews, and close coordination with City staff.

CITY OF ROSWELL COMPREHENSIVE MASTER PLAN

- Client: City of Roswell, NM
- Year: 2016

The City of Roswell is the largest city in southeastern New Mexico and the county seat for Chaves County. Home to nearly 50,000 people and located at the crossroad of two major highways, the City is a major hub of economic activity, growth, and tourism for this region. The City of Roswell Comprehensive Master Plan completed by Consensus Planning was the culmination of a planning process that started in March 2015 as an update to the 2005 Comprehensive Master Plan. The Comprehensive Master Plan provided a description of existing conditions, identified issues specific to each of the planning elements, and provided goals, objectives, and implementation strategies to support the community's vision for Roswell. The narrative for each planning element was supplemented by graphics, maps, photos, tables, and charts to illustrate and ensure the understanding of concepts. The public engagement process included a series of public meetings, workshops, and stakeholder interviews.

CITY OF TRUTH OR CONSEQUENCES COMPREHENSIVE PLAN

- Client: City of Truth or Consequences, NM
- Year: 2014

The City of Truth or Consequences located in Sierra County, contracted with Consensus Planning to prepare an update to its 2004 Comprehensive Plan in conjunction with an Affordable Housing Plan and a Downtown Metropolitan Redevelopment Master Plan. The planning process for the Comprehensive Plan



involved four public meetings, a City Commission workshop, and a final public meeting. The update included the creation of new and revised goals, objectives, and implementation strategies for each of the plan elements. The City of Truth or Consequences Comprehensive Plan, Affordable Housing Plan, and Downtown MRA Master Plan were adopted in October 2014.

Thank you for the opportunity to submit our proposal. Consensus Planning would be honored to be chosen by Union County for this project. Please feel free to contact me at 505.764.9801 or fishman@consensusplanning.com for any clarification or additional information that you may need regarding this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jacqueline Fishman', with a long horizontal stroke extending to the right.

Jacqueline Fishman, AICP
Principal

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
1314446	A & I CAR CARE	INV#1314446 WIRE	408452012	26663	25.00
25.00	TOTS				
PAID	P.O. BOX 1146				
25.00	BAL	STRATFORD TX 79084 1146			
KDK03131901	AAA FIREPRO OF NEW MEXICO INC	INV#KDK03131901 RELIEF VALVE	408452081	26578	102.49
102.49	TOTS				
PAID	224 SCHEPPS BLVD				
102.49	BAL	CLOVIS NM 88101			
G-02251902	AAA FIREPRO OF NEW MEXICO INC	INV#G-02251902 FIRECAP PLUS	410532081	26578	969.60
969.60	TOTS				
PAID	224 SCHEPPS BLVD				
969.60	BAL	CLOVIS NM 88101			
G-03051901	AAA FIREPRO OF NEW MEXICO INC	INV#G-3051901 FIRECAP PLUS	410532081	26578	969.60
969.60	TOTS				
PAID	224 SCHEPPS BLVD				
969.60	BAL	CLOVIS NM 88101			
KDK03281901	AAA FIREPRO OF NEW MEXICO INC	INV#KDK03281901 BAR WAY TOOL	410532081	225.00	
225.00	TOTS				
PAID	224 SCHEPPS BLVD				
225.00	BAL	CLOVIS NM 88101			
3000646483	AMERIPRIDE SERVICES INC.	INV#3000646483 MONTHLY RUG SVC	401032046	26172	129.76
129.76	TOTS				
PAID	P.O. BOX 280				
129.76	BAL	BEMIDJI MN 56619 0280			
3292019	BACA VALLEY TELEPHONE CO.	BID#17/18-13 EQUIPMENT/PROGRAM	415682028	26491	30793.08
30793.08	TOTS				
PAID	P.O. BOX 67				
30793.08	BAL	DES MOINES NM 88418			
MAR19CAPFD	BACA VALLEY TELEPHONE CO.	CAPULIN FD PHONE SERVICE	407412025	26664	157.41
157.41	TOTS				
PAID	P.O. BOX 67				
157.41	BAL	DES MOINES NM 88418			
GDMAR2019	BACA VALLEY TELEPHONE CO.	GRENVILLE FD MARCH 2019	411572025	26664	140.06
140.06	TOTS				
PAID	P.O. BOX 67				
140.06	BAL	DES MOINES NM 88418			
MARCH2019UC	BACA VALLEY TELEPHONE CO.	MARCH 2019 PANIC BUTTON	401032025	26664	32.31
334.84	TOTS	PHONE	407412025	26664	142.59
PAID	P.O. BOX 67	GRENVILLE	411572025	26664	159.94
334.84	BAL	DES MOINES NM 88418			
MAR19SOSUB	BACA VALLEY TELEPHONE CO.	SUBSTATION PHONE	401032025	26664	138.17
138.17	TOTS				
PAID	P.O. BOX 67				
138.17	BAL	DES MOINES NM 88418			
MAR19LONGCYN	BACA VALLEY TELEPHONE CO.	NOC SERVICE FOR LONG CANYON	415682076	26664	50.00
50.00	TOTS				
PAID	P.O. BOX 67				

INVC#	Name	Description	Line Item	PO#	Amount
50.00	BAL	DES MOINES NM 88418			
	MAR19TOWER	BACA VALLEY TELEPHONE CO.	415682076	26664	276.95
	276.95	TOWER LEASE			
	TOTS				
	PAID				
276.95	BAL	P.O. BOX 67			
	DES MOINES NM 88418				
	MAR19FEMS	BACA VALLEY TELEPHONE CO.	414662025	26664	75.00
	75.00	PHONE FOLSOM EMS			
	TOTS				
	PAID				
75.00	BAL	P.O. BOX 67			
	DES MOINES NM 88418				
	6077	HARRICADE INTERNATIONAL, INC	409492081	26537	180.00
	TOTS	INV#6077 2 APPLICATOR HOSE			
	PAID				
180.00	BAL	12848 SE SUZANNE DRIVE			
	HOBE SOUND FL 33455				
	19-C36938	BENNETTS LLC	414672076	26198	21.65
	21.65	INV#19-C36938			
	TOTS				
	PAID				
21.65	BAL	P.O. BOX 27			
	RATON NM 87740				
	930	BOBBY EMERY WELDING	402252080	26659	158.72
	TOTS	INV#930 PIPE			
	PAID				
158.72	BAL	PO BOX 1			
	CLAYTON NM 88415				
	943	BOBBY EMERY WELDING	402252080	26659	3546.60
	TOTS	INV#943			
	PAID				
3546.60	BAL	PO BOX 1			
	CLAYTON NM 88415				
	83135853	BOUND TREE MEDICAL, LLC	412612076	26603	81.53
	TOTS	INV#83135853 SUPPLIES			
	PAID				
81.53	BAL	23537 NETWORK PLACE			
	CHICAGO IL 60673 1235				
	83143474	BOUND TREE MEDICAL, LLC	412612076	26603	206.39
	TOTS	INV#83143474 SUPPLIES			
	PAID				
206.39	BAL	23537 NETWORK PLACE			
	CHICAGO IL 60673 1235				
	88301	BRADLEY SUPPLY	415682076	26649	23.55
	TOTS	INV#88301 SURVEY RIBBON/FLAGS			
	PAID				
23.55	BAL	102 S. FRONT			
	CLAYTON NM 88415				
	88116	BRADLEY SUPPLY	410532012	26649	73.87-
	TOTS	INV#88116 CREDIT RETURN			
	PAID				
73.87-	BAL	102 S. FRONT			
	CLAYTON NM 88415				
	88117	BRADLEY SUPPLY	410532012	26649	312.00
	TOTS	INV#88117 PVC PIPE			
	PAID				
312.00	BAL	102 S. FRONT			
	CLAYTON NM 88415				
	4282019	BRENDA GREEN	401052010	26629	433.79
	TOTS	AFFILIATE MEETING SANTA FE 80%			
	PAID				
433.79	BAL				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PC#	Amount
433.79	TOTS				
	PAID	407 TONEY ROAD			
433.79	BAL	CLAYTON NM 88415			

4302019	BRENDA GREEN	AFFILIATE MEETING SANTA FE 20%	401052010	26629	108.45
108.45	TOTS				
	PAID	407 TONEY ROAD			
108.45	BAL	CLAYTON NM 88415			

4152019	BRENDA GREEN	SANTA FE SOS MEETING 80%	401052010	26669	128.80
128.80	TOTS				
	PAID	407 TONEY ROAD			
128.80	BAL	CLAYTON NM 88415			

4162019	BRENDA GREEN	SANTA FE SOS MEETING 20%	401052010	26669	32.20
32.20	TOTS				
	PAID	407 TONEY ROAD			
32.20	BAL	CLAYTON NM 88415			

19718443	CATERPILLAR FINANCIAL SER. CO.	INV#19718443 #001-0642657-000	402252013	26091	2265.80
9050.09	TOTS	INV#19718443 #001-0642657-001	402252013	26091	2261.43
	PAID	P O BOX 100647	402252013	26091	2261.43
9050.09	BAL	PASADENA CA 91189 0647	402252013	26091	2261.43

19745290	CATERPILLAR FINANCIAL SER. CO.	001-0893106-000 LOADER	402252013	26091	4677.03
4677.03	TOTS				
	PAID	P O BOX 100647			
4677.03	BAL	PASADENA CA 91189 0647			

3012019	CDL TIRE AND AUTO	BRAKE PADS/ROTOR '16 DODGE RAM	401082011	26597	345.08
345.08	TOTS				
	PAID	1889 S. WEST AVE			
345.08	BAL	CLAYTON NM 88415			

3112019	CDL TIRE AND AUTO	TIRE REPAIR	401082011	26597	15.00
15.00	TOTS				
	PAID	1889 S. WEST AVE			
15.00	BAL	CLAYTON NM 88415			

3122019	CDL TIRE AND AUTO	BATTERY '17 DODGE	401082011		216.20
216.20	TOTS				
	PAID	1889 S. WEST AVE			
216.20	BAL	CLAYTON NM 88415			

674894	CES LUCAS AUTO PARTS	INV#674894 SPRAYWAY/WINDOW WASH	402252076	26247	85.02
85.02	TOTS				
	PAID	PO BOX 1448			
85.02	BAL	DALHART TX 79022			

127041	CITY DRUG	INV#127041	406372096	26579	42.00
42.00	TOTS				
	PAID	7 MAIN STREET			
42.00	BAL	CLAYTON NM 88415			

127163	CITY DRUG	INV#127163	406372096	26579	140.95
140.95	TOTS				
	PAID	7 MAIN STREET			

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
140.95	BAL CLAYTON NM 88415				
1.27230	CITY DRUG	INV#127230	406372096	26579	53.00
53.00	TOTS PAID				
53.00	BAL 7 MAIN STREET CLAYTON NM 88415				
1.26986	CITY DRUG	INV#126986	406372096	26579	161.00
161.00	TOTS PAID				
161.00	BAL 7 MAIN STREET CLAYTON NM 88415				
4012019	CLAYTON KIESLING	WASHINGTON DC PORTS TO PLAINS	401012010	26521	1131.04
1131.04	TOTS PAID	100%			
1131.04	BAL 41 JENNY LANE GRENVILLE NM 88424				
808	CLAYTON TIRE AND SERVICE	INV#808 REPAIR TO PORT A POTTY	410532012	26633	560.00
560.00	TOTS PAID				
560.00	BAL 22 N. 1ST ST. CLAYTON NM 88415				
87726	DALHART BEARING, MACHINE, HYDRAULICS, WELDING, INC	INV#0087726	402252012	26657	154.93
154.93	TOTS PAID				
154.93	BAL 502 DENVER AVE DALHART TX 79022				
10306916546	DELL MARKETING L.P.	INV#10306916546 TONER	401102009	26640	225.00
225.00	TOTS PAID				
225.00	BAL C/O DELL USA L.P. P.O. BOX 802816 CHICAGO IL 60680 2816				
3614	DR. CLED CLICK	ACCT#3614 EYE EXAM LEA-A. MAXNES	401082010	26667	178.39
178.39	TOTS PAID				
178.39	BAL 315 NORTH 3RD AVE. CLAYTON NM 88415				
SZ01201.007	E.N.M.R. TELEPHONE CO.	INV#44065701201.007 T-1 LINE	500812112	26115	378.81
378.81	TOTS PAID				
378.81	BAL CABS BILLING P.O. BOX 1450 CLOVIS NM 88102 1450				
20190921	EMS BILLING SERVICE	INV#20190921 EMS SVC BILLING	414672076	26623	56.51
56.51	TOTS PAID				
56.51	BAL P.O. BOX 641880 OMAHA NE 68164 7880				
3252019	FIERRO & FIERRO, P.A.	FY18 AUDIT 100%	401012062	26356	3747.61
3747.61	TOTS PAID				
3747.61	BAL 527 BROWN ROAD LAS CRUCES NM 88005				
178190104R	GEO CORRECTIONS HOLDINGS, INC.	INV#178190104R JAN 2019 JAIL	424772307	26132	7865.26
7865.26	TOTS PAID				
7865.26	BAL P.O. BOX 744547 ATLANTA GA 30374 4547				
178190204	GEO CORRECTIONS HOLDINGS, INC.	INV#178190204 FEBRUARY 19	424772307	26662	6024.38

INVC#	Name	Description	Line Item	PC#	Amount
6024.38	TOT\$				
	PAID	P.O. BOX 744547			
6024.38	BAL	ATLANTA GA 30374 4547			

FY19 QTR3		GOLDEN SPREAD RURAL/FRONTIER	FY 19 QTRLY 3 ALLOCATION	26311	12500.00
12500.00	TOT\$				
	PAID	P.O. BOX 96			
12500.00	BAL	CLAYTON NM 88415			

877246-IN		HEIMAN FIRE EQUIPMENT	INV#0877246-IN AIR MASK BAGS	26572	477.60
477.60	TOT\$				
	PAID	P.O. BOX 248			
477.60	BAL	ASHTON IA 51232 4500			

877621		HEIMAN FIRE EQUIPMENT	INV#0877621	26620	163.36
163.36	TOT\$		CONFIRMATION #0713224	26620	
	PAID	P.O. BOX 248			
163.36	BAL	ASHTON IA 51232 4500			

877875-IN		HEIMAN FIRE EQUIPMENT	INV#877875-IN ADAPTER/PARTS	26620	90.65
90.65	TOT\$				
	PAID	P.O. BOX 248			
90.65	BAL	ASHTON IA 51232 4500			

DALH229935		HEISER TIRE SERVICE	INV#229935 GRADER TIRES	26665	10885.00
10885.00	TOT\$				
	PAID	PO BOX 547			
10885.00	BAL	DALHART TX 79022			

15182		HIGH PLAINS SALVAGE	INV#15182 AIR CLEANER	26660	80.00
80.00	TOT\$				
	PAID	PO BOX 132			
80.00	BAL	DALHART TX 79022			

191862		J-MAR ASSOCIATES, INC	INV#191862 PLOTTER PRINT HEAD	26645	102.62
102.62	TOT\$		499792009		
	PAID	PO BOX 21941			
102.62	BAL	ALBUQUERQUE NM 87154			

191870		J-MAR ASSOCIATES, INC	INV#191870 PRINT HEAD PLOTTER	26645	102.62
102.62	TOT\$		499792009		
	PAID	PO BOX 21941			
102.62	BAL	ALBUQUERQUE NM 87154			

3152019		JAN PRYOR	CPR/FIRST AID TRAINING 01/15/19	26636	842.55
842.55	TOT\$	DES MOINES EXPANDED EMS	410532010		
	PAID	103 PRYOR RD			
842.55	BAL	DES MOINES NM 88418			

90		JERRETT GILBREATH	INV#90 IQS TRAINING	26647	59.33
59.33	TOT\$		410532076		
	PAID	901 MAIN			
59.33	BAL	CLAYTON NM 88415			

80		JERRETT GILBREATH	INV#80 CLERK OFFICE MAINTENANCE	26647	326.32
326.32	TOT\$		401042012		
	PAID	901 MAIN			
326.32	BAL	CLAYTON NM 88415			

INVC#	Name	Description	Line Item	PO#	Amount
3122019	KNOTT'S SPORTS SUPPLY	GUN CLEANING SUPPLIES	401082012	26616	284.95
284.95	TOT\$				
	PAID				
284.95	BAL				
	BOX 396				
	CLAYTON NM 88415				
5963	L & K ELECTRIC	INV#5963 REPLACE OUTSIDE LIGHTS	401032023	26622	647.25
647.25	TOT\$				
	PAID				
647.25	BAL				
	54 SPRINGER HWY				
	CLAYTON NM 88415				
205897	LAW ENFORCEMENT SYSTEMS INC.	INV#205897 EVIDENCE TAPE/NOTICES	401082081	26666	260.00
260.00	TOT\$				
	PAID				
260.00	BAL				
	PO BOX 1835				
	CORSICANA TX 75151 1835				
2282019	LAW OFFICE OF STEPHEN ROSS	ATTORNEY SERVICES FEBRUARY	401012101	26554	1341.85
1341.85	TOT\$				
	PAID				
1341.85	BAL				
	P.O. BOX 4774				
	SANTA FE NM 87502 4774				
9306537436	LAWSON PRODUCTS, INC.	INV#9306537436 PARTS	402252076	26359	201.80
201.80	TOT\$				
	PAID				
201.80	BAL				
	PO BOX 809401				
	CHICAGO IL 60680 9401				
1034	M&H ENTERPRISES	INV#1034 REPAIR OF WELL	410532012	26646	225.00
225.00	TOT\$				
	PAID				
225.00	BAL				
	12815 MCADAMS RD				
	DALHART TX 79022				
3272019	MARY GANZ	PREVENTION SERVICES	426752033	26654	1500.00
1500.00	TOT\$				
	PAID				
1500.00	BAL				
	P.O. BOX 995				
	RATON NM 87740				
3262019	MARYLOU HARKINS	SERVIS TRAINING IN SANTA FE 100%	401052010	26627	409.24
409.24	TOT\$				
	PAID				
409.24	BAL				
	19 PINABETES ROAD				
	GREENVILLE NM 88424				
4282019	MARYLOU HARKINS	AFFILIATE MEETING SANTA FE 80%	401052010	26628	235.20
235.20	TOT\$				
	PAID				
235.20	BAL				
	19 PINABETES ROAD				
	GREENVILLE NM 88424				
4302019	MARYLOU HARKINS	AFFILIATE MEETING SANTA FE 20%	401052010	26628	58.80
58.80	TOT\$				
	PAID				
58.80	BAL				
	19 PINABETES ROAD				
	GREENVILLE NM 88424				
4152019	MARYLOU HARKINS	SANTA FE SOS MEETING 80%	401052010	26670	128.80
128.80	TOT\$				
	PAID				
128.80	BAL				
	19 PINABETES ROAD				
	GREENVILLE NM 88424				
4162019	MARYLOU HARKINS	SANTA FE SOS MEETING 20%	401052010	26670	32.20
32.20	TOT\$				
	PAID				
	19 PINABETES ROAD				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PC#	Amount
32.20	BAL	GRENVILLE NM 88424			
2479285	MAYFIELD PAPER COMPANY	INV#2479285 COPY PAPER	401062009		21.12
21.12	TOTS				
21.12	PAID	BOX 3889			
21.12	BAL	SAN ANGELO TX 76902			
2488069	MAYFIELD PAPER COMPANY	INV#2488069 WINDSOFT TOWELS	401032046	26592	45.76
217.91	TOTS	INV#2488069 2 REAMS LEGAL PAPER	401042009		136.61
217.91	PAID	BOX 3889			35.54
217.91	BAL	SAN ANGELO TX 76902			
9220-56439	MC CLURES BIG J PARTS	INV#9220-56439 BATTERIES (3)	402252076	26619	557.03
557.03	TOTS				
557.03	PAID	P.O. BOX 94			
557.03	BAL	CLAYTON NM 88415			
9220-56460	MC CLURES BIG J PARTS	INV#9220-56460 FLUIDS	402252076	26619	36.34
36.34	TOTS				
36.34	PAID	P.O. BOX 94			
36.34	BAL	CLAYTON NM 88415			
9220-56462	MC CLURES BIG J PARTS	INV#9220-56462 THREAD LOCK	402252076	26619	7.49
7.49	TOTS				
7.49	PAID	P.O. BOX 94			
7.49	BAL	CLAYTON NM 88415			
9220-56469	MC CLURES BIG J PARTS	INV#9220-56469 WEATHERSTRIP	402252012	26619	10.99
10.99	TOTS				
10.99	PAID	P.O. BOX 94			
10.99	BAL	CLAYTON NM 88415			
9220-56482	MC CLURES BIG J PARTS	INV#9220-56482 OIL	402252076	26619	59.88
59.88	TOTS				
59.88	PAID	P.O. BOX 94			
59.88	BAL	CLAYTON NM 88415			
9220-56526	MC CLURES BIG J PARTS	INV#9220-56526 PARTS	402252012	26619	39.28
39.28	TOTS				
39.28	PAID	P.O. BOX 94			
39.28	BAL	CLAYTON NM 88415			
9220-56537	MC CLURES BIG J PARTS	INV#9220-56537 OIL/EXHAUST FLUID	402252076	26619	92.34
92.34	TOTS				
92.34	PAID	P.O. BOX 94			
92.34	BAL	CLAYTON NM 88415			
9220-56583	MC CLURES BIG J PARTS	INV#9220-56583 IMPACTOOL	402252076	26619	276.99
276.99	TOTS				
276.99	PAID	P.O. BOX 94			
276.99	BAL	CLAYTON NM 88415			
9220-56586	MC CLURES BIG J PARTS	INV#9220-56586 CREDIT	402252076	26619	81.00-
81.00-	TOTS				
81.00-	PAID	P.O. BOX 94			
81.00-	BAL	CLAYTON NM 88415			
9220-56625	MC CLURES BIG J PARTS	INV#9220-56625 WIPER BLADES	415682076		49.98

INVC#	Name	Description	Line Item	PO#	Amount
49.98	TOT\$				
	PAID				
49.98	BAL				628.09

9220-56686	MC CLURES BIG J PARTS	INV#9220-56686 TWISTER SWIVEL	402252076		
628.09	TOT\$				
	PAID				
628.09	BAL				163.99

9220-56690	MC CLURES BIG J PARTS	INV#9220-56690 HIGH FLOW GREEN	402252076		
163.99	TOT\$				
	PAID				
163.99	BAL				12.78

9220-56692	MC CLURES BIG J PARTS	INV#9220-56692 EPOXY/WIRE TIE	402252076		
12.78	TOT\$				
	PAID				
12.78	BAL				66.15

9220-56801	MC CLURES BIG J PARTS	INV#9220-56801 GEAR OIL	402252076		
66.15	TOT\$				
	PAID				
66.15	BAL				19.57

9220-56815	MC CLURES BIG J PARTS	INV#9220-56815 SUPPLIES	402252076		
19.57	TOT\$				
	PAID				
19.57	BAL				41.58

9220-56721	MC CLURES BIG J PARTS	INV#9220-56721 FLUID	402252012		
41.58	TOT\$				
	PAID				
41.58	BAL				15.00

3872	MTC LLC	INV#3872 TIRE REPAIR	401082011		
15.00	TOT\$				
	PAID				
15.00	BAL				79.98

85982	NAPA AUTO PARTS	INV#85982 HEADLIGHTS	401102081		
79.98	TOT\$				
	PAID				
79.98	BAL				99.99

86095	NAPA AUTO PARTS	INV#86095 LED LIGHTS	410532081		
99.99	TOT\$				
	PAID				
99.99	BAL				199.99

86096	NAPA AUTO PARTS	INV#86096 LED DOUBLE BAR	401102081		
199.99	TOT\$				
	PAID				
199.99	BAL				199.99

86097	NAPA AUTO PARTS	INV#86097 LED DOUBLE BAR	410532081		
199.99	TOT\$				
	PAID				
199.99	BAL				199.99

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	FO#	Amount
85658	NAPA AUTO PARTS	INV#85658 WIPER BLADES	401082011		46.98
46.98	TOT\$				
PAID	MAIN STREET AUTO PARTS				
112 MAIN ST					
46.98	BAL	CLAYTON NM 88415			

84898	NAPA AUTO PARTS	INV#84898 PARTS	410832081		305.97
305.97	TOT\$				
PAID	MAIN STREET AUTO PARTS				
112 MAIN ST					
305.97	BAL	CLAYTON NM 88415			

85612	NAPA AUTO PARTS	INV#85612 AIR/OIL FILTERS	402252076		76.94
76.94	TOT\$				
PAID	MAIN STREET AUTO PARTS				
112 MAIN ST					
76.94	BAL	CLAYTON NM 88415			

85751	NAPA AUTO PARTS	INV#85751 OIL DRAIN PLUG	402252076		3.99
3.99	TOT\$				
PAID	MAIN STREET AUTO PARTS				
112 MAIN ST					
3.99	BAL	CLAYTON NM 88415			

85754	NAPA AUTO PARTS	INV#85754 OIL FILTER	402252076		3.73
3.73	TOT\$				
PAID	MAIN STREET AUTO PARTS				
112 MAIN ST					
3.73	BAL	CLAYTON NM 88415			

113072531	NEW MEXICO COUNTRIES	INV#2559909-113072531 L. TRUJILLO	401062010		200.00
400.00	TOT\$				
PAID	444 GALISTEO ST				
400.00	BAL	SANTA FE NM 87501	401062010		200.00

377	NEW MEXICO SHERIFF'S ASSOCIATION DUES	INV#2559909-113072531 H. CRUZ	401062010		200.00
320.00	TOT\$				
PAID	P.O. BOX 15574				
320.00	BAL	RIO RANCHO NM 87174			

6536	NM EDGE COUNTY COLLEGE	INV#6536 C GARCIA	401022010		150.00
150.00	TOT\$				
PAID	NMSU COOPERATIVE EXTENSION SVC				
150.00	BAL	MSC 3 AB, P.O. BOX 30003			
		LAS CRUCES NM 88003 8003			

1446	NORTHERN NEW MEXICO GAS CO.	INV#1446 PROPANE CFD	407412025		603.10
603.10	TOT\$				
PAID	P.O. BOX 144				
603.10	BAL	ANGEL FIRE NM 87710			

286163694001	OFFICE DEPOT	INV#286163694001 PROJECTOR/CASE	415682081		665.99
665.99	TOT\$				
PAID	P.O. BOX 660113				
665.99	BAL	DALLAS TX 75266 0113			

289846139001	OFFICE DEPOT	INV#289846139001 TAPE/PAPER	401042009		94.28
94.28	TOT\$				
PAID	P.O. BOX 660113				
94.28	BAL	DALLAS TX 75266 0113			

289882250001	OFFICE DEPOT	INV#289882250001 HEADPHONES	401042009		39.99
39.99	TOT\$				
PAID	P.O. BOX 660113				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PC#	Amount
39.99	BAL DALLAS TX 75266 0113				
29138334001	OFFICE DEPOT	INV#29138334001 COPY PAPER	426752033	26602	31.99
31.99	TOTS				
31.99	PAID P.O. BOX 660113				
31.99	BAL DALLAS TX 75266 0113				
54137	PENGUIN MANAGEMENT, INC	INV#54137 AMI-STAD FD	409492076	26661	948.00
948.00	TOTS				
948.00	PAID 2 KIEL AVE., #303				
948.00	BAL KINNELON NJ 07405				
354473	PINNACLE PROPANE	INV#354473 PROPANE REFD MAIN	410532025	26577	725.22
725.22	TOTS				
725.22	PAID P.O. BOX 625				
725.22	BAL CLAYTON NM 88415				
399151	PINNACLE PROPANE	INV#399151 PROPANE REFD SENECA	410532025	269.02	269.02
269.02	TOTS				
269.02	PAID P.O. BOX 625				
269.02	BAL CLAYTON NM 88415				
354500	PINNACLE PROPANE	INV#354500 PROPANE SFD CRAFT RD	408452025	26577	188.82
188.82	TOTS				
188.82	PAID P.O. BOX 625				
188.82	BAL CLAYTON NM 88415				
399105	PINNACLE PROPANE	INV#399105 PROPANE CEMS	412612025	26577	196.27
196.27	TOTS				
196.27	PAID P.O. BOX 625				
196.27	BAL CLAYTON NM 88415				
399190	PINNACLE PROPANE	INV#399190 PROPANE SFD BOGGS RD	408452025	26577	121.77
121.77	TOTS				
121.77	PAID P.O. BOX 625				
121.77	BAL CLAYTON NM 88415				
399231	PINNACLE PROPANE	INV#399231 PROPANE GFD	411572025	26577	602.02
602.02	TOTS				
602.02	PAID P.O. BOX 625				
602.02	BAL CLAYTON NM 88415				
399297	PINNACLE PROPANE	INV#399297 PROPANE AHFD SOUTH	409492025	222.00	222.00
222.00	TOTS				
222.00	PAID P.O. BOX 625				
222.00	BAL CLAYTON NM 88415				
399296	PINNACLE PROPANE	INV#399296 PROPANE AHFD NORTH	409492025	233.06	233.06
233.06	TOTS				
233.06	PAID P.O. BOX 625				
233.06	BAL CLAYTON NM 88415				
354533	PINNACLE PROPANE	INV#354533 PROPANE REFD CUATES	410532025	26577	129.22
129.22	TOTS				
129.22	PAID P.O. BOX 625				
129.22	BAL CLAYTON NM 88415				
B92374	R.W. ISACS HARDWARE	INV#B92374 GALV DEG ELBOW	410532012	26583	4.99

INVC#	Name	Description	Line Item	PO#	Amount
4.99	TOTS DRAWER J				
4.99	PAID CLAYTON NM 88415				
B92111	R.W. ISAACS HARDWARE	INV#B92111	401032021	26583	21.96
21.96	TOTS DRAWER J				
21.96	PAID CLAYTON NM 88415				
B92121	R.W. ISAACS HARDWARE	#B92121 PAINT	401032021	26583	155.44
155.44	TOTS DRAWER J				
155.44	PAID CLAYTON NM 88415				
C131707	R.W. ISAACS HARDWARE	INV#C131707	401032021	26583	3.99
3.99	TOTS DRAWER J				
3.99	PAID CLAYTON NM 88415				
C131921	R.W. ISAACS HARDWARE	INV#C131921	402252012	26583	3.19
3.19	TOTS DRAWER J				
3.19	PAID CLAYTON NM 88415				
C131948	R.W. ISAACS HARDWARE	INV#C131948	401032021	26583	151.49
151.49	TOTS DRAWER J				
151.49	PAID CLAYTON NM 88415				
B92292	R.W. ISAACS HARDWARE	SUPPLIES			
14.49	TOTS DRAWER J	INV#B92292	401032021	26583	14.49
14.49	PAID CLAYTON NM 88415				
B92329	R.W. ISAACS HARDWARE	INV#B92329	401032021	26583	7.47
7.47	TOTS DRAWER J				
7.47	PAID CLAYTON NM 88415				
C132135	R.W. ISAACS HARDWARE	INV#C132135	401032021	26583	2.57
2.57	TOTS DRAWER J				
2.57	PAID CLAYTON NM 88415				
B92352	R.W. ISAACS HARDWARE	INV#B92352	401032021	26583	13.49
13.49	TOTS DRAWER J				
13.49	PAID CLAYTON NM 88415				
C132255	R.W. ISAACS HARDWARE	INV#C132255	410532012	26583	44.97
44.97	TOTS DRAWER J				
44.97	PAID CLAYTON NM 88415				
B92361	R.W. ISAACS HARDWARE	SUPPLIES			
5.69	TOTS DRAWER J	INV#B92361	401032021	26583	5.69
5.69	PAID CLAYTON NM 88415				

INVC#	Name	Description	Line Item	PO#	Amount
B92367	R.W. ISAACS HARDWARE	INV#B92367	401032021	26583	4.69
4.69	TOT\$				
	PAID				
4.69	BAL				

B92368	R.W. ISAACS HARDWARE	INV#B92368	401032012	26583	.40-
.40-	TOT\$				
	PAID				
.40-	BAL				

C132440	R.W. ISAACS HARDWARE	INV#C132440	402252012	26583	23.98
23.98	TOT\$				
	PAID				
23.98	BAL				

B92420	R.W. ISAACS HARDWARE	INV#B92420	401082012	26583	55.93
55.93	TOT\$				
	PAID				
55.93	BAL				

B92426	R.W. ISAACS HARDWARE	INV#B92426	401032021	26583	96.37
96.37	TOT\$				
	PAID				
96.37	BAL				

C132509	R.W. ISAACS HARDWARE	INV#C132509	401082012	26583	36.45
36.45	TOT\$				
	PAID				
36.45	BAL				

B92439	R.W. ISAACS HARDWARE	INV#B92439	401032021	26583	41.85
41.85	TOT\$				
	PAID				
41.85	BAL				

11297	RAY'S FIELD SERVICE, INC.	INV#11297 DOT INSPECTION FEMS	414662076	26642	73.89
73.89	TOT\$				
	PAID				
73.89	BAL				

21259	RDM WASTE INC.	DUMPSTER SERVICE	409492076	26313	162.57
162.57	TOT\$				
	PAID				
162.57	BAL				

31531052	RICOH USA, INC	INV#31531052 SHERIFF PRINTER	401082013		22.79
22.79	TOT\$				
	PAID				
22.79	BAL				

31531821	RICOH USA, INC	INV#31531821 SHERIFF LEASE	401082013		219.93
219.93	TOT\$				
	PAID				
219.93	BAL				

9027175476	RICOH USA, INC	INV#9027175476 CLERK LEASE	401042013		222.82
379.84	TOT\$				
	PAID				
379.84	BAL				

9027175476	RICOH USA, INC	INV#9027175476 ASSESSOR LEASE	499792013		157.02
379.84	TOT\$				
	PAID				
379.84	BAL				

INVC#	Name	Description	Line Item	PO#	Amount
379.84	BAL DALLAS TX 75266				
31567953	RICOH USA, INC	INV#31567953 COUNTY MGR LEASE	401022013		274.62
274.62	TOTS PAID				
274.62	BAL P.O. BOX 660342				
	DALLAS TX 75266				
31568177	RICOH USA, INC	INV#31568177 TREASURER PRINTER	401072013		51.89
51.89	TOTS PAID				
51.89	BAL P.O. BOX 660342				
	DALLAS TX 75266				
96404	SENTINEL OFFENDER SERVICES	INV#96404 GPS ANKLE MONITORING	424772307		970.20
970.20	TOTS PAID				
970.20	BAL 190 NORTH HANCOCK ST., STE 103				
	ANAHEIM CA 92807				
437039	SIX M AG SUPPLY	INV#437039 RONIN FOOD	401082041		32.99
32.99	TOTS PAID				
32.99	BAL 1 LINCOLN ST				
	CLAYTON NM 88415				
1226	SOUTHWESTERN ELECTRIC				
1187.36	TOTS PAID	CAPULIN FIRE HOUSE	407412025	26550	94.05
		GRENVILLE FD	411572025	26550	85.77
		SEDAN FD N OF PODZEMNY HOUSE	408452025	26550	57.49
		SEDAN FD THOMAS STATION	408452025	26550	81.49
		AMISTAD FD AG SHOP	409492025	26550	116.95
		CAPULIN EMS	412622012		58.56
		REFD KENTON STATION	410532025		73.89
		REFD SENECA STATION	410532025		75.18
		SCHOOL WELL	409492025		77.15
		SEDAN MAIN STATION	408452025		208.62
		CUATES SUBSTATION	410532025		77.13
		REFD MAIN STATION	410532025		125.10
		AMISTAD FD WELL	409492025		55.98
6507	SWAGERTY TRADING CO.	INV#6507 REPAIR PUMP AT THOMAS	408452012		1350.00
1350.00	TOTS PAID				
1350.00	BAL BOX 88				
	CLAYTON NM 88415				
6511	SWAGERTY TRADING CO.	INV#6511 SUPPLIES	402252076		101.72
101.72	TOTS PAID				
101.72	BAL BOX 88				
	CLAYTON NM 88415				
6512	SWAGERTY TRADING CO.	INV#6512 SUPPLIES	401032023		287.78
287.78	TOTS PAID				
287.78	BAL BOX 88				
	CLAYTON NM 88415				
170739	TEXAS REFINERY CORP	INV#170739 GREASE TUBES	402252076		341.00
341.00	TOTS PAID				
341.00	BAL P.O. BOX 711				
	FORT WORTH TX 76101				
170864	TEXAS REFINERY CORP	INV#170864 HYDRAULIC OIL	402252076		1157.75
1157.75	TOTS PAID				
1157.75	BAL P.O. BOX 711				
	FORT WORTH TX 76101				

INVC#	Name	Description	Line Item	PO#	Amount
1157.75	TOTS				
	PAID	P.O. BOX 711			
1157.75	BAL	FORT WORTH TX 76101			

S464	THE SUPPLY CACHE	INV#S464 BAGS	415632081	26632	429.65
429.65	TOTS				
	PAID	1980 CARIBOU DRIVE			
429.65	BAL	FORT COLLINS CO 80525			

S460	THE SUPPLY CACHE	INV# S460 WEIGHTED VESTS	415632081	26632	1954.65
1954.65	TOTS	CONFIRMATION #SO460		26632	
	PAID	1980 CARIBOU DRIVE		26632	
1954.65	BAL	FORT COLLINS CO 80525			

FEB2019	TOWN OF CLAYTON	DISPATCH FEBRUARY 2019	500812112	26510	6710.43
6710.43	TOTS				
	PAID	1 CHESTNUT			
6710.43	BAL	CLAYTON NM 88415			

3272019	TOWN OF CLAYTON	REIMBURSEMENT ON OVERTIME MARCH	426762101	26650	483.48
483.48	TOTS	TRAFFIC ENFORCEMENT - CPD		26650	
	PAID	1 CHESTNUT			
483.48	BAL	CLAYTON NM 88415			

3262019	TOWN OF CLAYTON	ROAD DEPT	402252025		104.38
916.76	TOTS	SHERIFF DEPT ARMORY	605932012		170.72
	PAID	COURTHOUSE	401032025		516.04
916.76	BAL	ANNEX	401032025		81.22
		OLD REFD BUILDING	401032025		44.40

47418	TRI-STATE RECYCLING LLC	INV#47418	410532025	26203	52.56
52.56	TOTS				
	PAID	P.O. BOX 235			
52.56	BAL	TEXLINE TX 79087			

47112	TRI-STATE RECYCLING LLC	INV#47112	411572025	26203	255.00
255.00	TOTS				
	PAID	P.O. BOX 235			
255.00	BAL	TEXLINE TX 79087			

MARCH2019	TRIADIC	NETWORKING	401022013	26476	1245.70
3899.48	TOTS	P.O. DRAWER 471	401062013	26476	1326.89
	PAID	DEWING NM 88031 0471	401072013	26476	1326.89
3899.48	BAL				

APRIL2019	UNION COUNTY GENERAL HOSPITAL	LOAN ALLOCATION APRIL 2019	600832076	26101	9970.91
9970.91	TOTS				
	PAID	P.O. BOX 489			
9970.91	BAL	CLAYTON NM 88515			

62024	UNION COUNTY LEADER	INV#62024 AUDITOR AD	401022008	26493	48.14
48.14	TOTS				
	PAID	P.O. BOX 486			
48.14	BAL	CLAYTON NM 88415			

2619AA	VISION FACTORING, LLC N AMERICA	INV#2619AA DRUG TEST KITS	401082081	26668	531.10
531.10	TOTS				

INVC#	Name	Description	Line Item	PO#	Amount
PAID	P.O. BOX 30015 DEPT 229				
531.10	BAL	SALT LAKE CITY UT 84130			

PS060086857	WARREN CAT	INV#PS060086857 TIP-RIPPER	402252076	26599	340.94
340.94	TOTS				
PAID	PO BOX 842116				
340.94	BAL	DALLAS TX 75284 2116			

PS060086943	WARREN CAT	INV#PS060086943 FILTERS/ELEMENTS 402252076		26626	2183.33
2183.33	TOTS				
PAID	PO BOX 842116				
2183.33	BAL	DALLAS TX 75284 2116			

58525918	WEX BANK	INV#58525918 MAINTENANCE FUEL	401032011	26606	72.50
16373.36	TOTS	INV#58525918 EMERGENCY MGR FUEL	500812090	26606	241.50
PAID	PO BOX 6293	INV#58525918 ROAD DEPT FUEL	402252044	26606	12854.26
16373.36	BAL	CAROL STREAM IL 60197 6293	401082011	26606	2347.78

		INV#58525918 SHERIFF DEPT FUEL	401082011	26606	585.20
		INV#58525918 REFD FUEL	410532076	26606	51.47
		INV#58525918 CAPULIN EMS FUEL	500812059	26606	105.81
		INV#58525918 FIRE COORD FUEL	415682076	26606	40.00
		INV#58525918 COMPLIANCE FUEL	424772307	26606	54.83
		INV#58525918 CAPULIN FD FUEL	407412076	26606	20.01
		INV#58525918 COUNTY MGR FUEL	401022010		

734	WINGO AUTO REPAIR	INV#734 FRONT END '03 EXPEDITION 412622012		26624	1257.57
1257.57	TOTS				
PAID	P.O. BOX 112				
1257.57	BAL	DES MOINES NM 88418			

TOTAL INVOICING 167513.33

PERMIT NO. 336

This permit is granted on this 9th day of April, 2019, by the Board of Commissioners of Union County, New Mexico, (County) and E.N.M.R. Telephone Cooperative, (Permittee),

Address: 7111 N. Prince Clovis, NM 88101

This permit is for the sole purpose of allowing Permittee to lay (pipe or cable) for the purpose of Fiber Optic telecommunication lines across a certain designated County road lying, situated and being in the County of Union, State of New Mexico, more particularly described as follows:

LEGAL DESCRIPTION

ENMR Plateau would like to parallel Bolinger Road (aka Co Rd A102) from the North to South approx. 1,750' to install new Fiber Optic cable in an on-going project to improve the telephone and internet service to our cooperative members. This parallel will be in SIS T25N R36E E2NW4. (Please see attached aerial map)

This permit is subject to the following provisions:

1. a.) Permittee will dig a trench across the above-described County Road approximately 3' feet deep.
- b.) Pipe and/or cable made of 12 Fiber Optic cable.
- c.) Pipe and/or cable shall be 1 W' inches in diameter and of the type Schedule including the duct that the cable will be placed within.
2. Permittee will then fill and compact the trench to restore the road to an even level suitable for public traffic. Restoration of the road shall be subject to the inspection and approval of the County Road Supervisor.
3. Permittee shall install visible, identifiable markers on site, indicating the location of the pipe.
4. Permittee is to perform the construction in such a way as to provide adequate fill on both ends of the road and shall construct any structure that may be necessary or desirable in connection therewith.
5. All excavation and construction performed under this permit shall be consistent with all laws, rules and regulations of the State of New Mexico and of the County.
6. In the event that the County desires to improve the above-described County Road, the County reserves the right to request from the Permittee, if necessary to remove and/or relocate in order to make such improvements. The County will give Permittee notice in advance of making such improvements.
7. Permittee will hold harmless Union County for any damage to third parties resulting from the excavation of fill.
8. Permittee shall erect sufficient warning barricades and signs to alert all traffic of the hazard during construction and restoration.
9. At least twenty-four (24) hour notice shall be provided to the Union County Road Department Supervisor of the commencement and completion of any construction.

Witness our hands and seals this 9th day of April, 2019.

SEAL

ATTEST

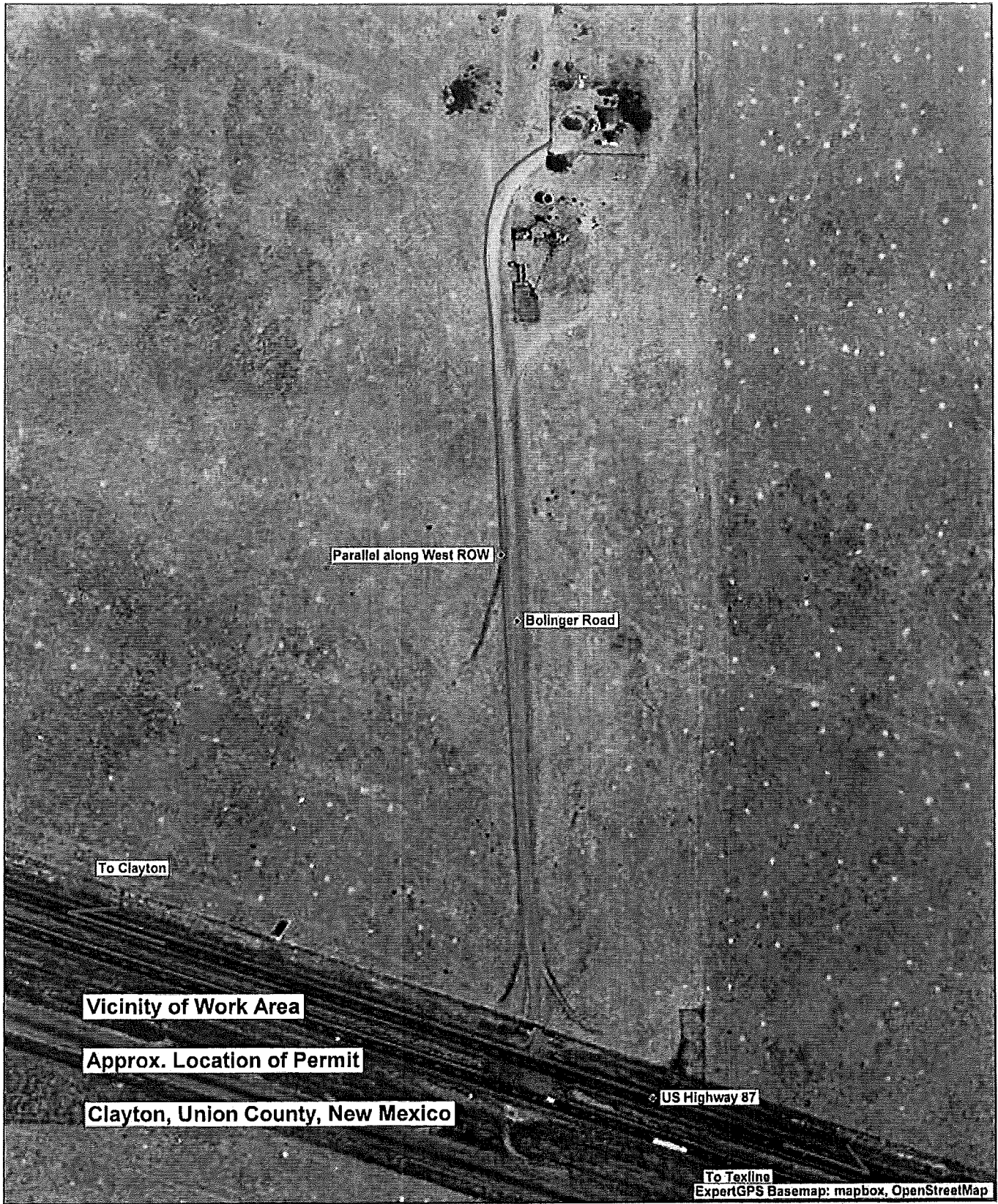
**BOARD OF COMMISSIONERS
COUNTY OF UNION, NEW MEXICO**

CHAIRMAN

MEMBER

COUNTY CLERK

MEMBER



ExpertGPS

Bolinger Road parallel

