

BOARD OF UNION COUNTY COMMISSIONERS
REGULAR MEETING
AGENDA
December 13, 2022

DOCUMENT #202201074
12/8/22 04:55:05 PM
1 of 1
BY Devian Fields

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**

10:00 Joint Communications meeting with Town of Clayton and Clayton
Municipal Schools

- i. CUCEDP LEDA Project Application
- ii. Resolution 2023-18 Acceptance of CUCEDP LEDA Project Application
- iii. Resolution 2023-20 2023 Holiday Schedule
- iv. Resolution 2023-21 BAR County Supported Medicaid
- v. Resolution 2023-22 Amendment to Personnel Policy Section 8 Grievance
- vi. Regional Behavioral Health Facility
- vii. Des Moines Senior Center Budget Increase Request
- viii. Subdivision Exemption-Jessie Shields
- ix. RFP 2023-01 Assessor Software Award
- x. Met Tower Applications
- xi. Approval of Bills
- xii. Road Crossing Permits
- xiii. Inventory Items Disposition - Road Department International Water Truck
- xiv. Healthcare Assistance - Approval of Claims
- xv. County Travel Requests

9:30 a.m. **Citizen's Forum**

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

Adjourn

As of 12/8/2022

Next Regular Meeting January 10, 2023

DRAFT AGENDA

Joint Communication Meeting
Town/County/Clayton Schools

Tuesday, December 13, 2022

10:00 AM

Community Civic Room at the Union County Building

Call to order

Pledge of Allegiance

Approval of Agenda*

Document Approvals: *

Visitors

New Business*

1. Legislative Luncheon Update
2. Representative Chatfield and Senator Woods
3. National Guard Armory Discussion

Reports

Meeting Announcement

- a. Next regular scheduled Joint Communications Meeting will be
Tuesday, March 07, 2023 at 10:00am

Adjournment

***Action Items**

**UNION COUNTY
APPLICATION FOR LEDA ("LEDA") ASSISTANCE**

1. Name of Applicant:

The Clayton-Union County Economic Development Partnership

2. Address of Applicant:

4 Main Street, Clayton, New Mexico 88415

3. If the address of the economic development project proposed in the application is different than the foregoing, please state the address of the project (the project must be located within Union County).

200 Court Street, Clayton, New Mexico 88415

4. Type of organization (e.g. corporation, LLC, sole proprietor, etc.).

Domestic Nonprofit Corporation, incorporated in New Mexico.

Attach the Articles of Incorporation/Organization, the Bylaws, and other relevant organizing documents.

Attached.

5. Provide a list of corporate officers and directors, and provide the name of the executive director, if any. Please provide resumes of those individuals.

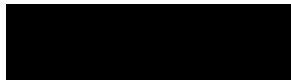
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Brittney Arellano, Vice-President
Adam Wolfe, Treasurer
Stephanie Arellano, Secretary
Katherine Barnes
Shirley Carter
Lindsey Fluhman
Tate Fluhman
Anna Haisten
Teri Mansfield
Ricardo Trujillo
Corina Vandenberg
Robert Williams
Megan Wood
Ferron Lucero, *ex officio member*
Town Manager, Town of Clayton**

Clay Kiesling, *ex officio* member
Commissioner, Union County Commission
Lynette Keeth, Executive Director (resume attached)

6. Provide evidence of financial stability such as an audited financial statement, income and balance sheet, a letter from a certified public accountant, or other evidence of solvency. If applicable, provide the same for a minimum period of three years.

Attached is evidence of financial stability provided by the firm's accountant.

7. Provide your Federal Employer Identification Number (FEIN) and your State Combined Reporting System (CRS) number.



8. Provide a statement of company income for the past three years.

Attached are profit and loss statements for the past three years and a copy of the 2022 Draft Budget.

9. Provide a brief history of the company.

The Clayton Union County Economic Development Partnership was formerly known as Clayton Main Street. The Corporation was organized to provide economic development services for the Town of Clayton and Union County including development of business services, business and industry recruitment and attraction, business retention and expansion, workforce and community development initiatives that strengthen and diversify the economic base throughout Union County. Additionally, the Corporation operates the MainStreet revitalization program and implement Economic Transformation Strategies under the MainStreet Four Points Approach, to stimulate the preservation and enhancement of the traditional commercial district in the Downtown area of the Town of Clayton through education, historic preservation, beautification, promotion of community and civic pride, and combating the underlying reasons for the physical and economic deterioration of the area.

To fulfil its purposes, the Corporation seeks to establish public-private partnerships that advance its mission and purpose, including with local and state government, individuals or corporations with similar intent or to oversee programs and to operate facilities that enhance economic development and community revitalization efforts throughout Town of Clayton and Union County.

10. Provide an organization chart.

The enterprise has only one employee. N/A

11. What is the primary business of the Applicant?

The primary business of the applicant is facilitating economic development within the Town of Clayton, Union County and adjoining municipalities and regions.

12. Is the business a Qualifying Entity as defined in LEDA?

Yes. The business is one in which all or part of the activities of the business involves the supplying of services to the general public or to governmental agencies pursuant to NMSA 1978 Sec. 5-10-3(L)(3).

13. Number of employees.

1

14. Provide a business plan for the qualifying entity and the proposed project (including a cash flow analysis).

See Attachment.

15. Provide a list and description of previously completed projects.

The current Board is unaware of previously-completed projects.

16. Provide, if not already provided in response to an earlier question, resumes of key personnel involved with the project.

See response to Question No. 5.

17. Has the qualifying entity ever made a general assignment in favor of creditors or filed for bankruptcy?

No.

18. Has the qualifying entity ever defaulted on obligations or made late payments on obligations?

No.

19. Does the qualifying entity have any loans or other financial obligations on which payments are not current?

No.

20. Describe the project for which assistance is sought. In this regard, please provide a complete and specific description of the business activities to be conducted, the management and staffing requirements, markets to be targeted, transportation requirements, utility requirements, solid waste and liquid waste disposal requirements, infrastructure requirements, regulatory compliance requirements and any required economic assessment.

The project is a multi-year effort known as "Project Brainstorm," whose objectives are detailed in the business plan (see response to Question No. 14), and include capacity-building in the community, assistance with an annual Legislative Luncheon to bring the economic needs of Union County to the attention of the Legislature during the legislative session, establish a communications, public relations and advocacy effort that includes assistance to businesses, both new and existing, establish marketing strategies to support and grow local businesses, business recruitment and development efforts to fill empty buildings, grow the tax base, capitalize on opportunities created by the new cannabis industry, encourage food and drink options, recruit food trucks to the downtown area to support locals and transients, and focus on recruitment of technology-led businesses. In addition, the project will provide planning for large scale projects and major infrastructure improvements to support the economy of the region. The project will focus on promotion and marketing through various techniques, with the objective to facilitate events that highlight businesses and increase tourism. To achieve this, the plan focusses specifically on the Luna Theatre.

21. State the number of jobs proposed to be created by the project.

5 to 10 jobs will be created.

22. State what contribution the applicant and/or investors are going to provide to complete the project, including such factors as in-kind services to the County, jobs, expanded tax base, property or other thing or service of value for the expansion or improvement of the economy.

The Qualifying Entity will provide 5 to 10 jobs to residents of Union County as its business expansion efforts take hold. These jobs will significantly increase the tax base, both gross receipts tax receipts and the property tax. In addition, the efforts detailed will help develop the economy of Union County generally,

with benefits to the entire community from a more stable and diverse workforce.

23. Is the contribution going to be in-kind or in the form of cash?

In-kind. The CUCEDP will provide considerable "sweat equity" of the members of the Board of Directors and volunteers and will provide full-time assistance of its executive director.

24. Is the area properly zoned for the proposed business activity?

Yes.

25. Please provide a cost-benefit analysis for the proposed project.

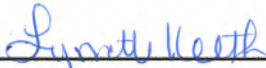
The value of the office space donated pursuant to his project is \$6,000 annually. Annual contributions to the CUCEDP by Union County are estimated to be \$35,000 annually. The contributions of the Project to the local economy are estimated to exceed \$100,000, making the cost benefit ratio positive.

26. Provide any other information necessary for the County to make a determination as to whether or not the applicant is a qualifying entity and whether the project is desirable and should be assisted as requested.


See attached.

27. Any other information required of the applicant by the Board of County Commissioners.

The Executive Director and members of the Board of Directors are happy to submit this request and hope that the grantors will appreciate the unique working partnership between the County and the Town and CUCEDP.



Executive Director



Date



STATE OF NEW MEXICO
MAGGIE TOULOUSE OLIVER
SECRETARY OF STATE

Document Delivery Instruction Form
Please fill out in its entirety

Contact Name: Zach Bickel

Contact Phone Number: (720) 788-3161

Attention: _____

Mailing Address: 408 W. Broadway St.

Clayton NM 88415

City

State

Zip code

Email Address: zach.bickel@nmb-t.com

All documents will be emailed to the email address listed. If an email address is not provided the documents will be mailed to the address listed.

check if you choose to pick up your documents

Documents listed for pick up must be picked up within five business days or documents will be emailed.

325 DON GASPAR, SUITE 300 | SANTA FE, NEW MEXICO 87501
PHONE: (505) 827-3600 or (800) 477-3632 | FAX: (505) 827-8081
WWW.SOS.STATE.NM.US

NONPROFIT ARTICLES OF INCORPORATION

RESTATED

for

CLAYTON-UNION COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP

formerly

**CLAYTON MAINSTREET
(NM Business ID 2787406)**

Pursuant to the provisions of the New Mexico Nonprofit Corporation Act, the undersigned nonprofit corporation adopts the following Amended Articles of Amendment. The undersigned nonprofit corporation's Articles of Incorporation as amended, supersede the original Articles of Incorporation, and all amendments and restatements thereto.

ARTICLE ONE: The name of the Corporation shall henceforth be named Clayton-Union County Economic Development Partnership.

ARTICLE TWO: The period of duration of the Corporation is perpetual.

ARTICLE THREE: The Corporation is organized is exclusively for charitable purposes as defined by section 501(c)(3) of the Internal Revenue Code, or by the corresponding section of any future federal code, to provide economic development services for the Town of Clayton and Union County including development of business services, business and industry recruitment and attraction, business retention and expansion, workforce and community development initiatives that strengthen and diversify the economic base throughout Union County.

The Corporation shall operate the MainStreet revitalization program and implement Economic Transformation Strategies under the MainStreet Four Points Approach™, to stimulate the preservation and enhancement of the traditional commercial district in the Downtown area of the Town of Clayton through education, historic preservation, beautification, promotion of community and civic pride, and combating the underlying reasons for the physical and economic deterioration. In fulfillment of the purpose, the Corporation shall seek to establish public-private partnerships that advance its mission and purpose, including with local and state government, individuals or corporations with similar intent or to oversee programs and to operate facilities that enhance economic development and community revitalization efforts throughout Town of Clayton and Union County.

The corporation shall have all of the powers granted in the Non-Profit Corporation Act (§53-8-1 through §53-8-99, N.M.S.A., 1978), unless specifically excepted in these Articles or in the Bylaws of the corporation.

The Corporation shall receive, administer and distribute funds in connection with any activities related to the above purposes and to engage in diverse activities towards the development and mobilization of resources for said purposes, provided however, that these activities are not prohibited of, (i) a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, as amended, or any corresponding section of any future tax code; (ii) a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, as amended, or any corresponding section of any future tax code; or (iii) a corporation organized and existing under the New Mexico Nonprofit Corporation Code.

ARTICLE FOUR: No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Three hereof.

No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ARTICLE FIVE: Provisions for the regulation of the internal affairs of the corporation, except as provided in these Articles of Incorporation shall be determined and fixed by the Bylaws of the corporation as adopted and amended from time to time by the Board of Directors.

ARTICLE SIX: In the event of the dissolution and liquidation of this Corporation, to the extent allowed or permitted under applicable laws, the property and assets of the Corporation shall be distributed, as determined by the Board of Directors, to the Town of Clayton, Union County, or a New Mexico non-profit corporation organized and operating exclusively for charitable, scientific, educational, or other purposes permitted by Section 501(c)(3) of the Internal Revenue Code, all of which such organizations, foundations, funds, or corporations shall be exempt under Section 501(c)(3) of the Internal Revenue Code.

In the event that any assets are not disposed of in accordance with the provisions of these Articles of Incorporation or that the Corporation shall fail to act within a reasonable time in the manner provided in these Articles of Incorporation, the District Court with jurisdiction in Union County shall, upon of one or more persons having a real interest in the Corporation or its assets, make such distribution(s) as provided in these Articles of Incorporation.

ARTICLE SEVEN: The New Mexico address of the corporation's registered office is: 4 Main Street, Clayton, NM 88415

ARTICLE EIGHT: The name and address of the corporation's registered agent is: Stephanie Arellano, 207 Cherry St., Clayton, NM 88415

ARTICLE NINE: The names and addresses of the initial board of directors are:

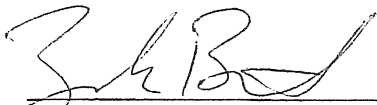
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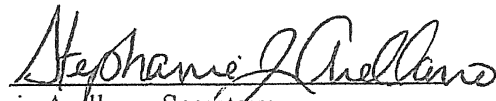
Stephanie Russell
Ricardo Trujillo
Corine Vandenberg
Robert Williams
Megan Wood

301 Walnut St.
416 Jefferson, St.
312 N. 1st Ave.
23 Jenkins Rd.
8 Pasamonte Rd

Clayton, NM 88415
Clayton, NM 88415
Clayton, NM 88415
Clayton, NM 88415
Grenville, NM 88424

Adopted and Approved by Board of Directors on January 31, 2022 and Attest To:

By: 
Zach Bickel, President

By: 
Stephanie Arellano, Secretary

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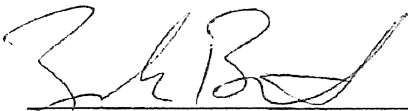
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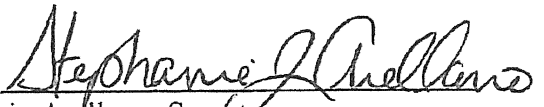
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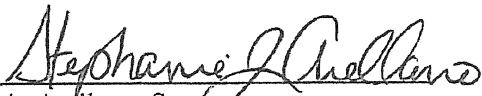
Adopted and Approved by Board of Directors on January 31, 2022 and Attest To:

By: 
Zach Bickel, President

By: 
Stephanie Arellano, Secretary

**Statement of Acceptance of Appointment by
Designated Successor Registered Agent**

I, **Stephanie Arellano**, the undersigned individual, hereby accept the appointment as designated successor registered agent of **Clayton-Union County Economic Development Partnership** (NM Business ID # 2787406, formerly Clayton MainStreet), the Nonprofit Corporation which is named in the Articles of Incorporation.

By: 
Stephanie Arellano, Secretary

January 31, 2022

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

RESOLUTION NO. 2023-18

**APPROVING THE APPLICATION OF THE CLAYTON-UNION COUNTY
ECONOMIC DEVELOPMENT PARTNERSHIP PURSUANT TO THE LOCAL
ECONOMIC DEVELOPMENT ACT, SECTIONS 5-10-1 THROUGH 5-10-13 NMSA 1978
AND ORDINANCE NO. 45**

WHEREAS, THE CLAYTON-UNION COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP (“CUCEDP”) has submitted a Project Application to THE BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY ("the County") pursuant to Ordinance No. 45, which establishes procedures for seeking economic development assistance from the County pursuant to the Local Economic Development Act, Sections 5-10-1 through 5-10-13 NMSA 1978 ("the Act");

WHEREAS, the County has received and reviewed a project application submitted by THE CLAYTON-UNION COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP for economic development assistance (the "LEDA Application");

WHEREAS, Sections 5-10-3(1) (1), (2), and (3) of the Act define a qualifying entity as, among other things, an industry for the manufacturing, processing or assembling of agricultural or manufactured products, a commercial enterprise for storing, warehousing, distributing or selling products of agriculture, mining or industry, and/or a corporation that is a business in which all or part of the activities of the business involves the supplying of services to the general public or to governmental agencies or to a specific industry or customer;

WHEREAS, THE CLAYTON-UNION COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP appears to be a qualifying entity supplying services to the general public and to local governmental agencies as defined in Ordinance No. 45 and LEDA;

WHEREAS, the Board of County Commissioners and County staff have reviewed the LEDA Application; and

WHEREAS, pursuant to the findings set forth in Section 1 of this Resolution, the Board of County Commissioners has determined that the application for LEDA assistance is complete, that the proposed project, Project Brainstorm, is consistent with the County's economic development plan and Ordinance, that the project is feasible and will create jobs and expand the economic base of the County, and that it is in the best interests of the citizens of Union County to take further steps to provide assistance as requested in the Application pursuant to County's economic development plan as identified in Ordinance 45.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, as follows:

1. Findings. The Clayton-Union County Economic Development Partnership is a

"qualifying entity" as defined in NMSA 1978, Section 5-10-3(1)(2). The Application complies with the County's economic development plan, Ordinance No. 45, LEDA and Art. IX Sec. 14 of the New Mexico Constitution and should be approved.

2. Approval of Application. The Application complies with the County's economic development plan, Ordinance No. 45, LEDA and Art. IX Sec. 14 of the New Mexico Constitution and is hereby accepted and approved. The Board of County Commissioners may consider final approval of the Project Application and Project Participation Agreement through an ordinance in accordance with Ordinance No. 45.

3. Publication of Notice of Hearing. Notice of a public hearing concerning the adoption of an ordinance approving the Clayton-Union County Economic Development Partnership Project Application shall be published as required by Ordinance No. 45.

**THE BOARD OF COUNTY COMMISSIOINERS
OF UNION COUNTY, NEW MEXICO**

Chair

Member

Member

ATTEST:

County Clerk

Date

Approved as to form:

County Attorney



UNION COUNTY HOLIDAY SCHEDULE
RESOLUTION NUMBER 2023-20

WHEREAS, at a meeting of the Board of Union County Commissioners on December 13, 2022, the following was among the proceedings:

WHEREAS, the Board of Union County Commissioners designated the following holidays:

<i>Holiday</i>	<i>Date</i>	<i>Observed on 5 Day Work Week</i>	<i>Observed on 4 Day Work Week</i>
New Year's Day	Sun Jan 1, 2023	Mon Jan 2, 2023	Mon Jan 2, 2023
Martin Luther King	Mon Jan 16	Mon Jan 16	Mon Jan 16
President's Day	Mon Feb 20	Fri Nov 24	Mon Feb 20
Good Friday (Admin Leave)	Fri Apr 7(1 pm)	Fri Apr 7 (1 pm)	Thurs Apr 6 (1pm)
Memorial Day	Mon May 29	Mon May 29	Mon May 29
Juneteenth	Mon Jun 19	Mon Jun 19	Mon Jun 19
Independence Day	Tues July 4	Tues July 4	Tues July 4
Labor Day	Mon Sept 4	Mon Sept 4	Mon Sept 4
Columbus Day	Mon Oct 9	Mon Oct 9	Mon Oct 9
Veteran's Day	Sat Nov 11	Fri Nov 10	Thu Nov 9
Thanksgiving (Admin Leave)	Wed Nov 22	Wed Nov 22 (1pm)	Wed Nov 22 (1 pm)
Thanksgiving Day	Thurs Nov 23	Thurs Nov 23	Thurs Nov 23
Christmas Day	Mon Dec 25	Mon Dec 25	Mon Dec 25
Personal Holiday	Sun Dec 24	Tues Dec 26	Tues Dec 26

NOW, THEREFORE, BE IT RESOLVED that after approval of the Board of Union County Commissioners, the above holidays be designated for 2023.
Done this 13th day of December, 2022.

A T T E S T
S E A L

Brenda Green, County Clerk

UNION COUNTY COMMISSION

Justin Bennett, Chairman

Clayton Kiesling, Member

Frankie Aragon, Member

UNION COUNTY
Resolution No. 2023-21

Authorization of Healthcare Assistance Fund (406) (DFA # 22000) budget increase

WHEREAS, the Board of Commissioners of Union County meeting in regular session on December 13, 2022 did propose to make budget adjustments; and

WHEREAS, the County of Union does, through Budget Resolution 2023-21 ask that authorization for the budgetary adjustments be granted, as summarized in the attachment; and

WHEREAS, the County of Union wishes to increase expenditures by ten thousand fifty five dollars (\$10,055) in Fund 406 for the increase of the County Supported Medicaid payment to the New Mexico Department of Health and Human Services Department.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners of Union County does hereby approve the aforementioned budget adjustments and respectfully requests the authorization for the budgetary adjustments and revisions be granted by the Local Government Division of the Department of Finance and Administration of the State of New Mexico.

IN WITNESS WHEREOF, we have hereunto set our hands and official seal this 13th day of December, 2022.

BOARD OF COMMISSIONERS - UNION COUNTY

ATTEST:

Justin Bennett, Chairman

Clayton Kiesling, Member

Brenda Green, County Clerk

Frankie Aragon, Member



Manage Line Items for Budget Increase County Supported Medicaid

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Fund	Department	Object Code	Original; Budget	PreAdjustld Budget	Adjustment	Adjusted Budget	Status	My Comments	Unresd	Actions
22000 Indigent Fund 406	4001 Indigent Care 37	57190 State Supported Medicaid 2069	60,000.00	60,000.00	10,055.00	70,055.00	entity	0	0	Actions

BShempson



RESOLUTION #2023-22

A RESOLUTION AMENDING SECTION 8 GRIEVANCES OF THE PERSONNEL POLICY MANUAL, RESOLUTION #2021-18 PERSONNEL POLICY MANUAL ADOPTED NOVEMBER 10, 2020.

WHEREAS, the Board of County Commissioners of Union County desires to implement a system of personnel management to encourage a quality work environment that will promote quality service to the people of Union County; and

WHEREAS, the Board of County Commissioners adopted the Personnel Policy Manual on November 10, 2020 with Resolution #2021-18; and

WHEREAS, Section 8 of the Personnel Policy Manual sets forth the County's policy for grievances; and

WHEREAS, the County has reevaluated this section and determined the following changes be made to Section 8 Grievances.

NOW, THEREFORE, BE IT RESOLVED THAT, based on the foregoing Recitals, the Board of County Commissioners of Union County resolves that:

Amendment: Section 8 of the Personnel Policy Manual shall be amended to read:

SECTION 8. GRIEVANCE PROCEDURES

A. INITIAL STEPS IN FORMAL GRIEVANCE PROCEDURE. This formal grievance procedure is available for classified employees for suspensions, demotions or dismissals only.

- 1. Conditions or Actions Not Grievable.** The following conditions or actions are not subject to review under the formal grievance procedure:
 - a. Disputes as to whether or not an established County policy or practice is appropriate.
 - b. Matters where a method of review is mandated by law.
 - c. Matters where the County is without authority to act or does not have the ability to provide a remedy.
 - d. Probationary employees disciplined or dismissed prior to the expiration of their probationary period.
 - e. Temporary employees disciplined or dismissed prior to or at the end of their anticipated employment period.
 - f. All unclassified employees disciplined or dismissed at any point during their employment with the County or appointees, or other at will employees.
 - g. Employee complaints charging discrimination based on race, color, creed, sex (including pregnancy, gender identity and sexual orientation) religion, gender, age, national origin or handicap. Such complaints shall be administered by the County Manager in compliance with the Civil Rights Act of 1964 and the New Mexico Human

Rights Act.

- h. Transfers, temporary assignments and removal from temporary assignments.
- i. Objections to working conditions, matters pertaining to salary, personal improvement plans and corrective action plans.
- j. Letters of counseling and any and all written reprimands. The employee shall have the right, if they choose to write a written rebuttal, which will be placed in the employee's file. There will be no further response from the County.

- 2. Written Notification.** With the prior approval of the County Human Resource Coordinator, the Department Head/Elected Official shall present the employee with written notification of intent to suspend, demote, or dismiss in advance of the proposed action. The written notification must explain the reasons for the proposed action. The employee will be given the opportunity to respond to the charges for the proposed disciplinary action prior to the implementation of any suspension, demotion or dismissal and that is the purpose of the predetermination hearing. The notice of the anticipated action and notice of the predetermination hearing shall be hand-delivered to the employee or the employee may be notified to come in and pick up his/her predetermination hearing notification.

If the Department Head/Elected Official is recommending termination of the employee, the employee will be placed on administrative leave with pay as soon as the Department Head/Elected Official's written recommendation has been completed. The employee shall remain on administrative leave with pay until a written decision is rendered from the predetermination hearing, if any. The employee who has been served a letter of intent to suspend, demote or termination, may waive the predetermination hearing. To waive his/her right to a predetermination hearing, the employee must submit a letter to the County Manager prior to the date and time of the predetermination hearing stating that said employee is waiving his/her right to the hearing and that said employee agrees to accept the disciplinary action as outlined in the letter from his/her Department Head/Elected Official.

Any and all employees who are immediately suspended will be required to turn in all of their electronic equipment, including laptops, together with keys and weapons. In addition, all access by the employee to the County's electronic system will be immediately suspended.

An employee's electronic access to County systems will be suspended while said employee is on leave or suspension

- 3. Immediate Suspension.** In cases where County property, other employees or citizens are at risk as a result of the employee's actions, the employee's Department Head/Elected Official may put the employee on administrative leave with pay with concurrence by the Human Resource Coordinator while the matter is being investigated or until the appropriate action is contemplated. Any such action must be in writing and a copy provided to the Human Resource Coordinator within twenty-four (24) hours of the delivery of said written suspension to employee. An employee who is suspended is not to communicate with anyone in their official capacity as an employee of the County without prior approval of Department Head/Elected Official or County Manager.

Any and all employees who are immediately suspended will be required to turn in all of their electronic equipment, including laptops, together with keys and weapons. In addition, all access by the employee to the County's electronic system will be immediately suspended.

- 4. Pre-determination Hearing.** Employees must pursue grievances according to the rules



contained herein.

- a. The pre-determination hearing shall be conducted by the County Manager or the County Manager's written designee. If the County Manager is unable to conduct the pre-determination hearing, the County Manager's designee shall serve as the Hearing Officer for any proposed disciplinary action.
- b. The pre-determination hearing is a closed door, confidential hearing. The employee is entitled to be represented by an attorney and have witnesses appear for his/her benefit. All witnesses will remain outside of the hearing until they are called in to present testimony.
- c. The County Manager shall schedule the time, place and date of the pre-determination meeting within five (5) business days after the employee is given written notification. The employee and the employee's Department Head/Elected Official must be advised of the scheduled hearing in writing.
- d. The purpose of the pre-determination meeting is to provide the employee the opportunity to respond to the proposed disciplinary action. The meeting will be held prior to the implementation of any proposed disciplinary action identified in this section. The employee is given the opportunity to present all evidence or information he/she wishes to present in response to the proposed disciplinary action.
- e. The County Manager or his/her designee will issue a decision in writing within ten (10) business days of the pre-determination hearing. The written decision shall include the time, date and location of the meeting; persons present; and the determination. The written decision shall be delivered directly to the employee, the employee may be called to the County Manager's office to receive the decision in person or the decision may be sent by certified mail.
- f. Disciplined employees shall continue to be paid at the same rate until the County Manager renders his/her written decision.

B. POST-DISCIPLINARY HEARING.

1. **Employee Notification.** Within ten (10) business days of receipt of the written pre-determination decision, the grieving employee must notify the County Human Resource Coordinator of the employee's intent to pursue a post-disciplinary hearing by sending a written request for a grievance hearing to the Human Resource Coordinator's office. The written request must be received by the Human Resource Coordinator or his/her designee within ten (10) business day period.
2. **Post-Disciplinary Hearing Scheduled.** The Human Resource Coordinator shall forward a copy of the employee's grievance, the Department Head/Elected Official's response, and the request for a hearing to the County Attorney who shall schedule a hearing before an independent Hearing Officer. The parties must agree in writing to any postponement of the grievance hearing beyond sixty (60) calendar days. At this hearing, the grieving employee and the County shall have an opportunity to present witnesses, physical evidence and cross-examine the witnesses. The grieving employee and the Department Head/Elected Official may be represented by legal counsel.
3. **Conduct of Post-Disciplinary Hearing.** All post-disciplinary hearings are closed door and not opened to the public. The employee and his/her attorney or representative are entitled to appear at the post-disciplinary hearing.

4. Post-Disciplinary Hearing Officer.

- a. The post-disciplinary hearing officer shall be hired by the County.
- b. A post-disciplinary hearing officer shall be a person experienced in grievance arbitration.
- c. The post-disciplinary hearing officer must adhere to the terms and conditions of this Personnel Policy. The personnel hearing officer shall not be allowed to substitute his/her belief and/or opinion for any of the terms, conditions or provisions contained within this Personnel Policy.
- d. A post-disciplinary hearing officer shall not be actively involved in partisan political activities or the political affairs of Union County.

5. Post-Disciplinary Hearing Officer's Duties and Responsibilities.

- a. The post-disciplinary hearing officer may conduct pre-hearing conferences in order to obtain information necessary to the issuance of a pre-hearing order.
- b. The post-disciplinary hearing officer may consolidate cases in which two (2) or more grieving employees have cases containing identical or similar issues or to expedite final resolution of the cases provided that such consolidation would not adversely affect the interest of the parties.
- c. The post-disciplinary hearing officer shall operate the hearings in accordance with common law evidentiary standards applicable to administrative hearings. The hearings shall be conducted in an orderly and informal manner without adherence to the technical rules of evidence required in judicial proceedings.
- d. In the hearing of grievances, the post-disciplinary hearing officer may admit and consider any evidence, including affidavits, which is the sort of evidence upon which responsible persons are accustomed to rely in the conduct of serious affairs. The post-disciplinary hearing officer shall exclude incompetent, immaterial, irrelevant, or unduly cumulative testimony. Documentary evidence may be received in the form of copies or excerpts unless the sources of the information or other circumstances indicate lack of trustworthiness.
- e. The employee and employee's representative are required to be prepared at the time of the post-disciplinary hearing.
- f. Once the hearing is scheduled, the hearing will not be postponed except for an emergency, unless a continuance is requested at least fifteen (15) calendar days prior to the date of the hearing.
- g. The post-disciplinary hearing officer is limited to determine whether or not Union County, acting through any of its agents, employees or Department Head/Elected Officials, has followed and complied with the terms and provisions of this Personnel Policy. The recommended disciplinary actions shall only be reversed if the post-disciplinary hearing officer finds that Union County, acting through any of its agents, employees or Department Head/Elected Officials, violated or failed to follow the terms set forth in this Personnel Policy.
- h. The post-disciplinary officer's decision is binding on the parties.

C. POST-DISCIPLINARY HEARING PROCEDURES.



1. Rules of Procedure.

a. The decision of the Hearing Officer may only be reviewed in the District Court of Union County and/or only for the following specific reasons:

- (1) Where the decision is arbitrary or capricious and is not supported by substantial evidence;
- (2) Where the decision is made in violation of the applicable constitutional provisions or is otherwise illegal; or
- (3) Where the decision is in excess of the statutory authority or jurisdiction of the Hearing Officer.

b. Appeal of the decision of the Hearing Officer to District Court shall be taken within thirty (30) calendar days of the final adverse decision of the Hearing Officer.

D. PROCEDURE FOR GRIEVING WORKING CONDITIONS AND OTHER WORK- RELATED PROBLEMS. An employee may discuss any action that is not grievable, such as letters of counseling, written reprimands or working conditions with the Department Head/Elected Official in an attempt to work out a solution. Any resolution reached must be in writing, signed by the employee, the Department Head/Elected Official and provided to the County Human Resource Coordinator. If the employee is not satisfied with the proposed solution, the employee must address the problem to the County Manager. The County Manager's decision will be final. If the action involves the County Manager, the employee shall address the problem to the County Attorney.

Passed, adopted, and effective this 13th day of December 2022, by the Board of County Commissioners of Union County.

BOARD OF COMMISSIONERS OF UNION COUNTY

Chairman

Member

Member

ATTEST

County Clerk



1401 WEWATTA ST. SUITE 103 DENVER, CO 80202 PH 303.928.8511

November 18, 2021 (Revised October 26, 2022)

City of Clovis
Attn: Assistant City Manager
321 Connelly Street
Clovis, NM 88101

RE: Proposal for Consulting Services

Dear Claire Burroughes:

Thank you for the time that you spent with me on the phone in August and today. Based on our conversations and preliminary research, I am pleased to present this overview of Initium Health services that I feel would be relevant to your needs.

Our team brings extensive experience in behavioral health and supportive housing, having provided oversight for the most psychiatric and substance abuse beds in Massachusetts during my tenure there. Most recently, we were hired by Google affiliate, Verily, to consult on the creation of their state-of-the-art supportive housing campus One Fifteen, in Dayton, Ohio. In the past, we have also leveraged federal appropriation dollars to establish supportive housing that was inclusive of substance use disorder treatment.

The accompanying materials detail deliverables in a potential engagement. I would welcome a follow-up discussion once you have had the chance to review the enclosed documents. Thank you for the opportunity to provide this information.

Sincerely,

A handwritten signature in black ink that reads "James Corbett".

James Corbett, MDiv, JD
Principal, Initium Health

Proprietary and Confidential

initiumhealth.org

OVERVIEW

The City of Clovis, in cooperation with the Cities of Portales and Ft. Sumner and Counties of Curry, De Baca, Quay and Roosevelt collectively "Community" is seeking proposals from qualified consultants to prepare a feasibility study relating to the development of a community mental health center that will provide facilities for the delivery of mental health care services to the Community and the surrounding area.

Initium Health brings experience in assessing community health needs, and establishing and overseeing mental health and substance use disorder treatment services. Below, we have outlined our approach and components of the proposed work.

I. FEASIBILITY STUDY

Initium Health will conduct a mental health services gap analysis to create a comprehensive picture of the mental health services available to members of the Community. We will leverage varied data sources such as:

- Third-party data, including city, county, state and other surveillance sources
- Organizational data and information from service agencies and health care providers in the Community
- Interviews with key informants familiar with mental health services in the Community
- Lived experience and perspectives of Community members expressed in print such as local newspapers

We will utilize these data to develop the following required elements of the study:

1. Inventory current issues affecting mental health care service delivery in the Community.
2. Inventory and assessment of the community's current mental health care service delivery model's ability to meet current and future needs.
3. Comparison of the current service levels against any available state and/or national service benchmarks.
4. Provide assessment of the value-added of central mental health care services building in mental services delivery and its impacts or relationship to the local hospitals and health care providers.

In addition, we will research and assess models of regional mental health care facilities in communities similar to the Community, to include nationally-derived advanced models, non-traditional partnerships, and strategies to promote sustainable programs. This analysis will result in recommendations related to the following required elements:

5. Provide examples of working models of regional mental health care facilities in communities.
6. Determine working space, administrative areas and related amenities required to service current practitioners, service gaps and potential service amalgamations.
7. Identify how a central mental health care center can address the business startup needs of new mental health care practitioners.

We will assess potential service delivery participants' interested in participating in a regional health service delivery model through qualitative methods such as interviews and focus groups, along with quantitative scoring and thematic analysis.

We will conduct a Charette participatory planning process involving representatives from each of the components of the Community to define the conceptual vision for the regional mental health center, draft a service delivery plan based on advanced models, and develop a draft case for support for the facility to address the following:

8. Develop preliminary floors plans, ideal location site criteria, identify potential development sites and construction and operating estimates for a multiservice community mental health facility that will house services identified in #6 above.
9. Provide a summary of public funding sources for this project and an analysis of private sector investment potential or public investment with cost recovery schedule.
10. Using current leasing charges and rental unit charges determine a cost recovery model based on the construction and operating estimates.

We will assess the feasibility of the proposed model through a scan of a variety of funding sources, including private sector investment and other mental health care funds available.

II. FINANCING AND CAPITAL CAMPAIGN CONSULTING SERVICES

We bring fifteen years of experience in nonprofit administration, prospect research, fundraising, and proposal development for health care systems, academic institutions, and arts organizations nationwide. Our expertise allows us to create compelling cases for support, tailored to varied communities, needs, and services, and to successfully match them with interested funders. We will:

1. Work with the Community to gain a rigorous understanding of the proposed program/organization, mission, and need for philanthropic funding and develop a compelling case for support.

2. Identify and evaluate financing options and work with the Community to apply for and secure financing for a regional mental health center, such as:

Federal, state, and local funds

Private donor and foundation support

Healthcare and payor sources and partnerships

Capital advances

Tax credit programs

3. Identify grant-funding opportunities in alignment with organizational and project needs, prepare competitive proposals, and provide consultation on grant compliance and reporting for awards.

4. Provide strategy-development consultation services for major-gift campaigns for specific, mutually-agreed-upon projects.

III. DEVELOPMENT CONSULTING SERVICES

Municipal and Government Agency Approvals: We will partner with all appropriate parties to obtain necessary approvals, coordinating with all parties involved.

Facility Design: We will work through an RFP process with the City of Clovis through the design process. Initium will offer complementary expertise in the areas of interior design, color palette, flooring, furniture selection, and more. Our team will assess the design plans and provide recommendations for the safety of clients and staff, natural lighting, integration of nature, and other important aspects of creating a built environment that fosters health.

Communications: Manage, coordinate, and promote groundbreaking ceremonies.

Construction Phase Services: Initium Health will serve as the Community's Project Manager during the facility construction phase. We will work closely with all parties involved to ensure transparency in project costs, timeline, and vendor performance, and uphold the Community's best interests throughout the development process.

As Project Manager, we will maintain a master schedule, review vendor contracts, and track progress against milestones. We will coordinate communication regarding the project with the Community, city and county councils and commissions, community stakeholders and with the public. Additionally, we will work with the selected clinical management company

on planning, readiness and ramp-up to go-live, including managing the activation schedule. Activities may include:

- Schedule and attend vendor design and coordination meetings.
- Coordinate site investigation and work observation walks with the equipment vendor and users.
- Assess project risks and advise Owner on project risks as needed.
- Engage Construction manager (CM)/General Contractor (GC) through the bid process to provide a guaranteed maximum price (GMP) for construction based on 100% equipment vendor drawings and other documents.
- Evaluate the project estimate, pricing, and quotations to assess consistency with the construction documents and conformance with the project budget.
- Review the CM/GC's detailed construction schedule for accuracy, logic, alignment with the integrated project schedule and general conformance with the operational needs of the site.

Construction (Administration) Phase Services

- Visit the Project site on a monthly basis to assess progress of work complete and to provide regular reports to the Community on observations and site conditions.
- Attend construction progress/Owner, Architect and Contractor (OAC) meetings.
- Provide scope and change order management.
- Monitor and control document distribution for time-critical and cost-sensitive documents such as requests for information (RFIs), architect supplemental information (ASIs), and drawing revisions to avoid possible schedule and cost impacts.
- Perform general and administrative tasks including updating project scope change log, updating project budgets, reviewing and recommending approval of invoices, updating the integrated project schedule, updating the project communication plan, updating the project roster, and updating the roles & responsibilities matrix (division of responsibilities).
- Review, evaluate and endorse, as appropriate, the Architect's, the CM/GC, and other project consultants' additional service requests and/or change orders. No additional services or change orders outside those contractually agreed to will be authorized without the prior written approval from the Owner.

- Provide continuous management of the Integrated Project Schedule and Master Project Budget.
- Coordinate with project users, and as necessary provide management and coordination with internal consultants and specialty contractors.

Clinical Management and Operations:

- Assess potential clinical management companies
- Explore clinical partnership options with local healthcare providers
- Analyze options and provide recommendations
- Work with cities/counties to issue an RFP for a clinical management company, participate in the development of the RFP language and the review process

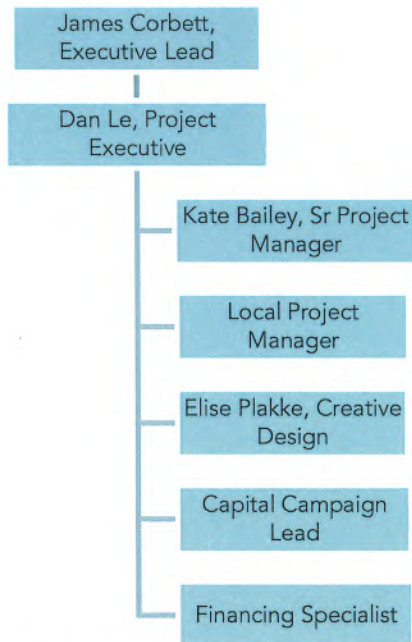
Workforce Development and Collaborations:

- Develop a list of educational partners and vet willingness and capacity to participate in a workforce development pipeline for behavioral healthcare
- Work with Clovis Community College, Eastern New Mexico University, and other educational institutions to create a workforce development roadmap aimed to increase the number of behavioral healthcare professionals living and working in the region
- Meet with New Mexico Medicaid, New Mexico Behavioral Health Services Division, and Medicaid Managed Care Organizations to explore collaboration options, assess options and make recommendations to cities/counties

IV. POST-DEVELOPMENT IMPLEMENTATION & SUSTAINABILITY

- A. **Implementation:** Our team will provide support to ensure a smooth and successful launch of services, to include:
- Drafting policies of the new establishment.
 - Finalizing partnership agreements to support ongoing programs.
 - Ensuring alignment of potential partners – social services, hospitals, and other stakeholders in the local health ecosystem.
- B. **Communications:** Manage, coordinate, and promote ribbon-cutting ceremonies.
- C. **Sustainability:** Support implementation of optimal model to ensure sustainability which is aligned with the greatest needs of the community and reduces healthcare spend and enhances the overall health of those served.

PROPOSED STAFFING



James Corbett will serve as the Executive Sponsor of this project and will lead all behavioral health needs assessment and community engagement. Dan Le will lead and be the primary point of contact for all design, planning of construction-related services. Kate Bailey is a Black Belt Lean Six Sigma and will do needs assessment through public health approach and provide project management support. Chamisa Colvin will be capital campaign lead with strategic fundraising of public and private monies, Elise Plakke will lead communication for facility design, coordinating with design firms as needed. Quan Pho will be available to analyze special behavioral health pharmacy needs such as microdosing and MAT as needed.

PROJECT TIMELINE AND FEES

We understand the timely nature of this project and are prepared to begin work immediately upon execution of a contract. We envision the following timeline:

Phase	Scope	Timeline	Milestone-based fee schedule
I	Feasibility Study	Nov 2021 – Jan 2022 - Completed	\$60,000
II	<p>Financing and Capital Campaign</p> <p><u>Financing</u> State appropriation - analysis and materials for meetings and request</p> <p><u>Financial Model</u> Development of interactive financial model Meetings with multiple public and private finance options Analyze, advise and recommend appropriate financial mechanisms to support facility construction</p> <p><u>Capital Campaign</u> Planning phase/feasibility study Quiet phase Kick-off Public phase</p>	<p>July 2022 - March 2023</p> <p>November - August 2023</p>	\$90,000
III	<p>Development</p> <p><u>Pre-Construction Planning</u> RFP for architectural firm for design study and site survey and assessment of design study and site survey and recommendations</p>	November 2022 - March 2023	\$90,000

	<p>Project Management during Facility Construction Phase</p> <p><u>Clinical Management & Operations</u> Discussions with PRMC/PHS regarding partnership Management company analysis & recommendations Support RFP for management company</p> <p><u>Workforce Partnerships & Collaborations</u></p> <p>Workforce: Planning meetings with ENMU, CCC Outreach to other colleges and universities Planning meetings with Western Sky/Centene Develop workforce roadmap</p> <p>Collaborations: Meetings with NM BHSD Meetings with NM Medicaid Managed Care Organizations (MCOs) Meetings with county, city, community stakeholders Identify resources and potential collaborative relationships with each entity</p>	<p>TBD based on construction schedule</p> <p>Oct 2022 - June 2023</p> <p>September 2022 - April 2023</p>	
IV	<p>Implementation & Sustainability</p> <p>Partnership agreements finalized</p> <p>Communications package and materials for ribbon cutting</p>	<p>TBD based on construction schedule</p>	\$10,000

THE INITIUM APPROACH

Initium encompasses a strong combination of consulting expertise and operations experience aligned with a passion for the underserved. As a public benefit company, Initium was formed to

innovate to improve human health. Our approach with you will embody an uncommon desire to partner far beyond pecuniary interests. Initium is a trusted advisor with experience at the nexus of health facility operations and community partnerships. We have worked with integrated health systems on a full spectrum of market solutions, including FQHC affiliation models, Medicaid network development, and strategic and operational support for inpatient and outpatient behavioral health services.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into the ____ day of _____, 2022 by and between the City of Portales, City of Clovis, Village of Fort Sumner, County of Roosevelt, County of Curry, County of De Baca and County of Quay (hereinafter “the Parties”) for the purpose of effectuating the completion of constructing an inpatient/outpatient psychiatric hospital in Clovis, New Mexico.

WHEREAS, the Parties recognize the need for an inpatient/outpatient psychiatric hospital and mental health facility (hereinafter “Facility”) in Eastern New Mexico; and,

WHEREAS, in 2022 the entities completed a feasibility study which revealed the need for a Facility, to serve an area no less than one hundred (100) mile radius around Clovis; and,

WHEREAS, in light of the information evidencing the need for a regional Facility, the parties desire to continue working with Initium Health in completing the next phases of the work outlined in their Proposal for Consulting Services dated November 18, 2021 (Revised October 26, 2022) (attached Exhibit A), namely Financing and Capital Campaign, Development Consulting Services, and Post-Development Implementation & Sustainability; and

WHEREAS, the parties anticipate spending a not to exceed amount of \$190,000 plus applicable taxes to complete this work, the cost of which shall be shared as set forth herein; and,

WHEREAS; the parties awarded Opioid Settlement funding are dedicating these funds towards the accomplishment of the work outlined in this agreement.

NOW THEREFORE, the Parties agree to the following terms and conditions for Initium Health to complete work regarding a Financing and Capital Campaign, Development Consulting Services, and Post-Development Implementation & Sustainability in relation to the construction of said Facility, to wit:

1. The Parties shall utilize Initium Health to complete this work in a amount not to exceed \$190,000.00 plus applicable taxes.

2. The City of Clovis shall serve as the fiscal agent for purposes of this Agreement and the feasibility study.

3. Each of the Parties hereto agree to pay the following proportions of the feasibility study within one (1) month of invoice by the fiscal agent; to wit:

The City of Clovis	Percent (52.65%)
The City of Portales	Percent (16.69%)
The Village of Fort Sumner	Percent (1.22%)
Curry County	Percent (13.88%)
Roosevelt County	Percent (9.67%)
Quay County	Percent (4.78%)
De Baca County	Percent (1.11%)

4. This Agreement does not bind the parties in any manner beyond the completion of the next phase of work described herein, namely Financing and Capital Campaign, Development Consulting Services, and Post-Development Implementation & Sustainability.

5. Any changes, modifications or alternations to this Agreement shall only become effective upon approval by all seven (7) parties and shall be incorporated as a written amendment.

DONE this ____ day of _____, 2022.

CITY OF CLOVIS, NEW MEXICO

By: _____

CITY OF PORTALES, NEW MEXICO

By: _____

**VILLAGE OF FORT SUMNER,
NEW MEXICO**

By: _____

CURRY COUNTY

By: _____

DE BACA COUNTY

By: _____

QUAY COUNTY

By: _____

ROOSEVELT COUNTY

By: _____

DRAFT

ENTITY ALLOCATIONS/PERCENTAGES						
ENTITY	Population	72,147.00	Allocation (without Union)		73,745.00	Allocation (with Union)
Clovis	37,988	52.65%	\$100,041.86		51.51%	\$ 97,874.03
Portales	12,042	16.69%	\$31,712.75		16.33%	\$ 31,025.56
Quay	3,449	4.78%	\$9,082.98		4.68%	\$ 8,886.16
Curry	10,011	13.88%	\$26,364.09		13.58%	\$ 25,792.80
Roosevelt	6,977	9.67%	\$18,374.01		9.46%	\$ 17,975.86
Fort Sumner	878	1.22%	\$2,312.22		1.19%	\$ 2,262.12
DeBaca	802	1.11%	\$2,112.08		1.09%	\$ 2,066.31
Total	72,147					
Union (unincorporated area)	1,598				2.17%	\$ 4,117.16
Total	73,745	100.00%	\$190,000.00		100.00%	\$ 190,000.00

Total Union County	4,549
Clayton	2,755
Des Moines	111
Folsom	43
Grenville	23
Capulin	19
Union (unincorporated area)	1,598

190000

UNION COUNTY SUBDIVISION ORDINANCE

CLAIM OF EXEMPTION

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.

I, Jesse Shiel claim an 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 BUYERS 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.

X 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, stepson, daughter, stepdaughter, grandson, stepgrandson, granddaughter, stepgranddaughter, nephew and niece, whether related by birth or adoption. **ATTACH COPY OF PROPOSED CONVEYANCING DOCUMENT AND BIRTH CERTIFICATE, ADOPTION CERTIFICATE OR OTHER 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 faculty 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.

Jesse Shields
Signature

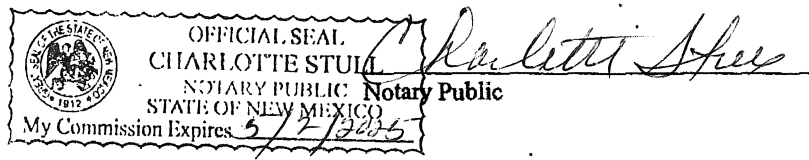
Jesse Shields
Print your name here

263 Kogea Rd.
Address

Amistad, NM
City, state and zip code

806-268-0304
Telephone number(s)

DESCRIBED AND SWORN to before me this 15 day of Feb, ~~199~~2025 ^{CS}



My commission expires:
5/2/2025

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 _____

UNION COUNTY BID OPENING

RFP #2023-01 Software and Hardware System

Place: Union County Manager's Office
 Date & Time: November 30, 2022 @ 4pm

Name/Address	Turned in					
Tyler Technologies 1 Tyler Way Morraine, OH 45439	11/29/2022 2:12pm			\$85,000.00 Implementation		
TEI (Triadic) 121 W. Hemlock Deming, NM 88030	11/30/2022 12:30pm			\$42,965.00 Annual		
				\$116,300 Implementation		
				\$23,730 Annual		

Opened/Witnessed By: Cheryl Paria _____

Holly Sandra _____

Shampson _____

INVC#	Name	Description	Line Item	PO#	Amount
S6-2434312	A & I CAR CARE	INV# S6-2434312 OUTER CAP NUT	402252077	28590	12.00
12.00	TOT\$				
12.00	PAID	P.O. BOX 1146			
	BAL	STRATFORD TX 79084 1146			

79348	ARTESIA FIRE EQUIPMENT INC.	INV# 79348 COMBO TOOL/SHIPPING	407412081	28541	519.00
519.00	TOT\$				
	PAID	P.O. BOX 1367			
519.00	BAL	ARTESIA NM 88210			

1212022	BACA VALLEY TELEPHONE CO.	FIRE ALARM MONITORING #2159	401032025	28298	31.99
707.33	TOT\$	GRENVILLE FD PHONE/NOC #507	411572025	28298	81.07
	PAID	PANIC BUTTON #1966	401032025	28298	32.39
707.33	BAL	P.O. BOX 67	407412025	28298	115.84
		DES MOINES NM 88418	401082007	28298	68.75
		CAPULIN FD PHONE/NET/NOC #122	401102007	28298	68.76
		SHERIFF DEPT SUBSTATION #5184	401032025	28298	14.95
		EM SUBSTATION #5184	415682076	28298	293.58
		EMAIL HOSTING #2159			
		TOWER LEASE #2159			

1222	BACA VALLEY TELEPHONE CO.	CAP FD/ELECTRONIC KEYPAD LOCK	407412023	28558	315.34
315.34	TOT\$				
	PAID	P.O. BOX 67			
315.34	BAL	DES MOINES NM 88418			

22-C20666	BENNETTS LLC	INV# 22-C20666 CYLINDER RENTAL	414662076	28346	21.68
21.68	TOT\$				
	PAID	P.O. BOX 27			
21.68	BAL	RATON NM 87740			

1000365	BOMB CITY SAFES, LLC	INV# INV-1000365 SAFES/AMMO CAN	605922081	28563	7169.18
7169.18	TOT\$	BOMB CITY SAFES			
	PAID	4515 S GEORGIA #146			
7169.18	BAL	AMARILLO TX 79110			

12132022	BRANDY THOMPSON	BIPO CONFERENCE PER DIEM 20%	401022010	28547	72.80
72.80	TOT\$				
	PAID	618 MCKAY RD			
72.80	BAL	CLAYTON NM 88415			

12132022	BRENDA GREEN	BIPO ALB PER DIEM 20%	401042010	28387	146.58
146.58	TOT\$				
	PAID	407 TONEY ROAD			
146.58	BAL	CLAYTON NM 88415			

11302022	BRENDA GREEN	AFFILIATE MEETING ALB 100%	401052010	28387	558.00
558.00	TOT\$				
	PAID	407 TONEY ROAD			
558.00	BAL	CLAYTON NM 88415			

XA101049487	BRUCKNERS TRUCK SALES AMARILLO	INV3 XA101049487:01 SEAT BELT	402252012	28367	293.02
293.02	TOT\$	CORPORATE BILLING LLC			
	PAID	DEPT 100 P.O. BOX 830604			
293.02	BAL	BIRMINGHAM AL 35283			

XA101045972	BRUCKNERS TRUCK SALES AMARILLO	INV# XA101045972:01 HOSE	402252012	28367	159.63
159.63	TOT\$	CORPORATE BILLING LLC			
	PAID	DEPT 100 P.O. BOX 830604			

INVC#	Name	Description	Line Item	PO#	Amount
159.63	BAL	BIRMINGHAM AL 35283			

XA101049485	BRUCKNERS TRUCK SALES AMARILLO	INV# XA101049485:01 STARTER	402252012	28367	299.03
299.03	TOT\$	CORPORATE BILLING LLC			
	PAID	DEPT 100 P.O. BOX 830604			
299.03	BAL	BIRMINGHAM AL 35283			

245888	CASCO INDUSTRIES, INC	INV# 245888 WILDLAND GEAR	408452081	28181	10810.70
10810.70	TOT\$				
	PAID	PO BOX 8007			
10810.70	BAL	SHREVEPORT LA 71148			

33220063	CATERPILLAR FINANCIAL SER. CO.	STMT# 33220063 #001-1041511-000	402252013	28357	2711.76
15744.40	TOT\$	STMT# 33220063 #001-1027605-000	402252013	28357	2932.09
	PAID	P O BOX 100647	402252013	28357	2711.76
15744.40	BAL	PASADENA CA 91189 0647	402252013	28357	2711.76
		STMT# 33220063 #001-1029228-000	402252013	28357	2711.76
		STMT# 33220063 #001-0893106-000	402252013	28357	4677.03

112122	CDL TIRE AND AUTO	T1 BATTERY	410532012	28350	575.19
575.19	TOT\$				
	PAID	1889 S. WEST AVE			
575.19	BAL	CLAYTON NM 88415			

11282022	CDL TIRE AND AUTO	BATTERY/SWITCH FOR FC TRUCK	415682076	28594	765.57
765.57	TOT\$				
	PAID	1889 S. WEST AVE			
765.57	BAL	CLAYTON NM 88415			

11232022	CHERYL GARCIA	REIMBURSEMENT ON FILE BOXES	415682081	28587	754.04
754.04	TOT\$				
	PAID	416 JEFFERSON ST			
754.04	BAL	CLAYTON NM 88415			

11302022	DANNY WAYNE SWAGERTY	REIMBURSEMENT FOR CLASS E	410532076	28595	34.00
34.00	TOT\$				
	PAID	423 ASPEN ST			
34.00	BAL	CLAYTON NM 88415			

121322	HOLLIE SANDOVAL	PER DIEM BIPO 20%	401062010	28561	44.00
44.00	TOT\$				
	PAID	317 COURT ST			
44.00	BAL	CLAYTON NM 88415			

23400008212	HSD/COUNTY SUPPORTED MEDICAID	INV# 23-40000082-12 FY23 ALLOCAT	406372069	28536	17513.65
17513.65	TOT\$	NM DFA/MARK MELHOFF			
	PAID	407 GALISTEO ST, ROOM 166			
17513.65	BAL	SANTA FE NM 87501			

11222022	HSD/MEDICAL ASSISTANCE DIVISION	FY23 SNCP ALLOCATION	501802076	28487	23351.54
23351.54	TOT\$				
	PAID	P.O. BOX 2348			
23351.54	BAL	SANTA FE NM 87504 2348			

B1-401991905	HUGHESNET NETWORK SYSTEMS LLC	INV# B1-401991905 REFD INTERNET	410532025	28345	140.68
140.68	TOT\$				
	PAID	P.O. BOX 96874			
140.68	BAL	CHICAGO IL 60693 6874			

INVC#	Name	Description	Line Item	PO#	Amount
86.40	59047 TOT\$ PAID 86.40 BAL	INK IMPRESSIONS, INC DBA AUTOMATED ELECTION SERVICES 7000 ZENITH COURT NE RIO RANCHO NM 87144	INV# 59047 "I VOTED" STICKERS 401052019	28578	86.40
3462.53	112022 TOT\$ PAID 3462.53 BAL	LAW OFFICE OF STEPHEN ROSS P.O. BOX 4774 SANTA FE NM 87502 4774	NOVEMBER 2022 ATTORNEY SERVICES 401012101	28360	3462.53
704.00	12132022 TOT\$ PAID 704.00 BAL	LLOYD W MILLER 2493 CAMPBELL RD GRENVILLE NM 88424	PER DIEM BIPO 100% 401012010	28582	704.00
161.42	3183700 TOT\$ PAID 161.42 BAL	MAYFIELD PAPER COMPANY BOX 3889 SAN ANGELO TX 76902	INV# 3183700 PAPER TOWELS/DAWN 401032046	28376	161.42
716.31	9220-76912 TOT\$ PAID 716.31 BAL	MC CLURES BIG J PARTS P.O. BOX 94 CLAYTON NM 88415	INV# 9220-76912 LABOR/FUEL PUMP 402252012	28374	716.31
647.54	9220-77137 TOT\$ PAID 647.54 BAL	MC CLURES BIG J PARTS P.O. BOX 94 CLAYTON NM 88415	INV# 9220-77137 BATTERY/FLUID 402252012	28374	647.54
716.99	9220-77108 TOT\$ PAID 716.99 BAL	MC CLURES BIG J PARTS P.O. BOX 94 CLAYTON NM 88415	INV# 9220-77108 12V DC PUMP 402252076	28374	716.99
76.37	9220-77207 TOT\$ PAID 76.37 BAL	MC CLURES BIG J PARTS P.O. BOX 94 CLAYTON NM 88415	INV# 9220-77207 LUBE/RAD HOSE 402252076	28374	76.37
43.48	9220-77205 TOT\$ PAID 43.48 BAL	MC CLURES BIG J PARTS P.O. BOX 94 CLAYTON NM 88415	INV# 9220-77205 LUBE 402252076	28374	43.48
144.86	9220-76570 TOT\$ PAID 144.86 BAL	MC CLURES BIG J PARTS P.O. BOX 94 CLAYTON NM 88415	INV# 9220-76570 AIR SWITCH ASSY 402252076	28374	144.86
74.24	9220-77228 TOT\$ PAID 74.24 BAL	MC CLURES BIG J PARTS P.O. BOX 94 CLAYTON NM 88415	INV# 9220-77228 TRL CONN/LUBE 402252076	28374	74.24
47.98	9220-77245 TOT\$ PAID	MC CLURES BIG J PARTS P.O. BOX 94	INV# 9220-77245 FILTER/OIL 402252076	28374	47.98

INVC#	Name	Description	Line Item	PO#	Amount
47.98	BAL	CLAYTON NM 88415			
102522	MICHELLE N. CALLIS	SAFETY PROMOTION REIMBURSEMENT	401082036	28540	259.58
259.58	TOT\$				
	PAID	27 MAYS RD			
259.58	BAL	CLAYTON NM 88415			
9367-640305	MISSION AUTO SUPPLY	INV# 9367-640305 BATT CABLE/TERM	409492012	28422	44.56
44.56	TOT\$				
	PAID	615 EAST 7TH			
44.56	BAL	DALHART TX 79022			
144986	NAPA AUTO PARTS	INV# 144986 WIPERS/FLUID	401082011	28414	429.54
429.54	TOT\$	MAIN STREET AUTO PARTS			
	PAID	112 MAIN ST			
429.54	BAL	CLAYTON NM 88415			
11282022	NEAL DAY	PAINT CEILING IN FD KITCHEN	408452023	28592	1230.99
1230.99	TOT\$	DBA DAYCON, LLC			
	PAID	513 CALLIS RD			
1230.99	BAL	SEDAN NM 88436			
11152022	NEW MEXICO COUNTIES	INV# LC2023-112022-1458-1415	401012010	28554	275.00
275.00	TOT\$	CLAY KIESLING REGISTRATION		28554	
	PAID	444 GALISTEO ST			
275.00	BAL	SANTA FE NM 87501			
11172022	NEW MEXICO COUNTIES	INV# LC2023-112022-1522-1479	401082010	28554	275.00
275.00	TOT\$	CURTIS SKAGGS REGISTRATION		28554	
	PAID	444 GALISTEO ST			
275.00	BAL	SANTA FE NM 87501			
111522	NEW MEXICO COUNTIES	INV# LC2023-112022-1455-1412	401052010	28554	275.00
275.00	TOT\$	BRENDA GREEN REGISTRATION			
	PAID	444 GALISTEO ST			
275.00	BAL	SANTA FE NM 87501			
11222022	NEW MEXICO COUNTIES	INV# LC2023-112022-1572-1527	401062010	28554	275.00
275.00	TOT\$	HOLLIE SANDOVAL		28554	
	PAID	444 GALISTEO ST			
275.00	BAL	SANTA FE NM 87501			
112222	NEW MEXICO COUNTIES	INV# LC2023-112022-1573-1528	401062010	28554	275.00
275.00	TOT\$	CASSIE NEWTON REGISTRATION			
	PAID	444 GALISTEO ST			
275.00	BAL	SANTA FE NM 87501			
11162022	NEW MEXICO COUNTIES	INV# LC2023-112022-1490-1447	401042010	28554	275.00
275.00	TOT\$	DEVIAN FIELDS REGISTRATION		28554	
	PAID	444 GALISTEO ST			
275.00	BAL	SANTA FE NM 87501			
LE001307	NM COUNTY INSURANCE AUTHORITY	INV# LE001307 LAW ENF DEDUCTIBLE	401012115	28368	25000.00
25000.00	TOT\$				
	PAID	444 GALISTEO STREET			
25000.00	BAL	SANTA FE NM 87501			
10640	NM EDGE COUNTY COLLEGE	INV# 10640 BIPO EDGE CLASS	401022010	28388	125.00

INVC#	Name	Description	Line Item	PO#	Amount
125.00	TOT\$	NMSU COOPERATIVE EXTENSION SVC			
	PAID	MSC 3 AE, P.O. BOX 30003			
125.00	BAL	LAS CRUCES NM 88003 8003			

10668		NM EDGE COUNTY COLLEGE	INV#10668 CPO RECERT - C. GARCIA 401022010	28388	150.00
150.00	TOT\$	NMSU COOPERATIVE EXTENSION SVC			
	PAID	MSC 3 AE, P.O. BOX 30003			
150.00	BAL	LAS CRUCES NM 88003 8003			

51295477		NORTHERN TOOL & EQUIPMENT	INV# 51295477 DRAIN CLEAN/TOOLS 600832081	28511	2496.46
2496.46	TOT\$	BLUE TARP FINANCIAL, INC.			
	PAID	PO BOX 105525			
2496.46	BAL	ATLANTA GA 30348 5525			

280104704001		OFFICE DEPOT	INV# 280104704001 INK CARTRIDGE 401062009	28340	77.35
77.35	TOT\$				
	PAID	P.O. BOX 660113			
77.35	BAL	DALLAS TX 75266 0113			

280104107001		OFFICE DEPOT	INV# 280104107001 INK/ENVELOPES 401062009	28340	279.96
279.96	TOT\$				
	PAID	P.O. BOX 660113			
279.96	BAL	DALLAS TX 75266 0113			

52853399		PINNACLE PROPANE	INV# 52853399 PROPANE 408452025	28552	34.68
34.68	TOT\$				
	PAID	PO BOX 801167			
34.68	BAL	KANSAS CITY MO 64180 1167			

52853429		PINNACLE PROPANE	INV# 52853429 PROPANE 409492025	28552	285.60
285.60	TOT\$				
	PAID	PO BOX 801167			
285.60	BAL	KANSAS CITY MO 64180 1167			

52853446		PINNACLE PROPANE	INV# 52853446 PROPANE 410532025	28552	204.00
204.00	TOT\$				
	PAID	PO BOX 801167			
204.00	BAL	KANSAS CITY MO 64180 1167			

52853427		PINNACLE PROPANE	INV# 52853427 PROPANE 409492025	28552	306.00
306.00	TOT\$				
	PAID	PO BOX 801167			
306.00	BAL	KANSAS CITY MO 64180 1167			

52853507		PINNACLE PROPANE	INV# 52853507 PROPANE 401032025	28552	612.00
612.00	TOT\$				
	PAID	PO BOX 801167			
612.00	BAL	KANSAS CITY MO 64180 1167			

52853564		PINNACLE PROPANE	INV# 52853564 PROPANE 410532025	28552	102.00
102.00	TOT\$				
	PAID	PO BOX 801167			
102.00	BAL	KANSAS CITY MO 64180 1167			

513683		PINNACLE PROPANE	INV# 513683 SENECA PROPANE 410532025	28552	204.00
204.00	TOT\$				
	PAID	PO BOX 801167			
204.00	BAL	KANSAS CITY MO 64180 1167			

INVC#	Name	Description	Line Item	PO#	Amount
52853719	PINNACLE PROPANE	INV# 52853719 CUATES PROPANE	410532025	28552	205.63
205.63	TOT\$				
	PAID	PO BOX 801167			
205.63	BAL	KANSAS CITY MO 64180 1167			
52853696	PINNACLE PROPANE	INV# 52853696 CAPULIN EMS PROPAN 407412025		28552	306.00
306.00	TOT\$				
	PAID	PO BOX 801167			
306.00	BAL	KANSAS CITY MO 64180 1167			
52853697	PINNACLE PROPANE	INV# 52853697 CAPULIN FD PROPANE 407412025		28552	792.95
792.95	TOT\$				
	PAID	PO BOX 801167			
792.95	BAL	KANSAS CITY MO 64180 1167			
2164	PORTS-TO-PLAINS	INV# 2164 MEM RENEWAL/B THOMPSON 401012073		28559	377.70
377.70	TOT\$	ATTN: DUFFY HINKLE			
	PAID	1500 BROADWAY STE. 600			
377.70	BAL	LUBBOCK TX 79401			
11282022	PROPERTY TAX DIVISION	COURSE 201 - C. NEWTON	499792010	28589	345.00
690.00	TOT\$	APPRAISAL BUREAU	499792010	28589	345.00
	PAID	P.O. BOX 25126			
690.00	BAL	SANTA FE NM 87504 5126			
1212022	PTCI	ACCT# 196023 REFD PHONE	410532025	28348	47.43
47.43	TOT\$				
	PAID	P.O. BOX 1188			
47.43	BAL	GUYMON OK 73942 1188			
29169171	QUILL CORPORATION	INV# 29169171 DSK CAL/RIBBON/PPR 401072009		28583	82.61
82.61	TOT\$				
	PAID	P.O. BOX 37600			
82.61	BAL	PHILADELPHIA PA 19101 0600			
29193348	QUILL CORPORATION	INV# 29193348 TONER	409492076	28583	42.49
412.13	TOT\$	INV# 29193348 TONER	401022009	28583	298.38
	PAID	P.O. BOX 37600	401032046	28583	71.26
412.13	BAL	PHILADELPHIA PA 19101 0600			
C196961	R.W. ISAACS HARDWARE	INV# C196961 FASTENERS	401032023	28362	22.32
22.32	TOT\$				
	PAID	DRAWER J			
22.32	BAL	CLAYTON NM 88415			
C203088	R.W. ISAACS HARDWARE	INV# C203088 ICE MELT	401032023	28362	39.98
39.98	TOT\$				
	PAID	DRAWER J			
39.98	BAL	CLAYTON NM 88415			
11122022	RANCH MARKET	WATER/MUFFINS/PAPER TOWELS	410532076	28465	52.97
52.97	TOT\$				
	PAID	300 S. FIRST STREET			
52.97	BAL	CLAYTON NM 88415			
C0224	RANCH MARKET	FOOD/PLATES/CUTLERY FOR TRAINING	410532076	28465	58.07
58.07	TOT\$				
	PAID	300 S. FIRST STREET			

INVC#	Name	Description	Line Item	PO#	Amount	
58.07	BAL	CLAYTON NM 88415				
R801013174	ROBERTS TRUCK CENTER	INV# R801013174:01 ENGINE REPAIR	402252012	28555	3962.94	
3962.94	TOT\$					
	PAID	PO BOX 1071				
3962.94	BAL	AMARILLO TX 79189				
200887	SENTINEL OFFENDER SERVICES	INV# 200887 GPS MONITORING	424772307	28423	1195.35	
1195.35	TOT\$					
	PAID	PO BOX 8436				
1195.35	BAL	PASADENA CA 91109 8436				
5136	SIX-M TIRE AND SERVICE	INV# 5136 TIRE REPAIR	401102011	28441	20.00	
20.00	TOT\$					
	PAID	1 LINCOLN ST				
20.00	BAL	CLAYTON NM 88415				
5119	SIX-M TIRE AND SERVICE	INV# 5119 TIRE REPAIR	401082011	28343	20.00	
20.00	TOT\$					
	PAID	1 LINCOLN ST				
20.00	BAL	CLAYTON NM 88415				
5156	SIX-M TIRE AND SERVICE	INV# 5156 OIL CHANGE	401082011	28343	97.22	
97.22	TOT\$					
	PAID	1 LINCOLN ST				
97.22	BAL	CLAYTON NM 88415				
14741	SOUTHWESTERN ELECTRIC	FIRE HOUSE CAP	407412025	28358	138.55	
1710.67	TOT\$	CAPULIN EMS	407412025	28358	58.82	
	PAID	KENTON STATION	410532025	28358	77.95	
1710.67	BAL	GRENVILLE FD	411572025	28358	103.70	
		SENECA FIRE HOUSE	410532025	28358	71.55	
		INV# 14741 SCHOOL WELL	408452025	28358	64.37	
		INV# 14741 SEDAN FIRE HOUSE	408452025	28358	232.66	
		INV# 14741 N OF R PODZEMNY HOUSE	408452025	28358	56.87	
		INV# 14741 THOMAS FIRE HOUSE	408452025	28358	252.46	
		INV# 14741 AG SHOP FIRE DEPT	409492025	28358	215.27	
		INV# 14741 S OF J GILBERT HOUSE	410532025	28358	71.25	
		INV# 14741 MAIN STATION	410532025	28358	97.81	
		INV# 14741 AMISTAD FIRE WELL	409492025	28358	56.42	
		INV# 14741 AMIS/HAYD FIRE WELL	409492025	28358	135.40	
		SHERIFFS SUBSTATION	401032025	28358	77.59	
12077	SWAGERTY TRADING CO.	INV# 12077 CYLINDERS/TAPE MEASUR	402252076	28396	240.84	
240.84	TOT\$					
	PAID	BOX 88				
240.84	BAL	CLAYTON NM 88415				
12187	SWAGERTY TRADING CO.	IN# 12187 GARAGE DOOR ROLLERS	402252076	28396	15.11	
15.11	TOT\$					
	PAID	BOX 88				
15.11	BAL	CLAYTON NM 88415				
11222022	TOWN OF CLAYTON	ACCT# 11-0035-01 ROAD DEPT	402252025	28353	83.94	
1144.99	TOT\$	ACCT# 22-1198-03 SHERIFF DEPT	605932025	28353	115.44	
	PAID	1 CHESTNUT	401032025	28353	82.41	
1144.99	BAL	CLAYTON NM 88415	ACCT# 32-0214-02/32-0220-02 ADMN	401032025	28353	266.87

INVC#	Name	Description	Line Item	PO#	Amount
		ACCT# 32-0275-01 COURTHOUSE	401032025	28353	547.93
		ACCT# 41-0655-06 OLD REFD	401032025	28353	48.40

11302022	TRIADIC	INV# 1077494:07:39 NETWORKING	401022013	28352	1244.21
3879.07	TOT\$ P.O. DRAWER 471	INV# 1077494:07:39 NETWORKING	401062013	28352	1317.43
	PAID	INV# 1077494:07:39 NETWORKING	401072013	28352	1317.43
3879.07	BAL DEMING NM 88031 0471				

2850025844	UNIFIRST	INV# 2850025844 RUG SERVICE	401032046	28429	73.48
73.48	TOT\$				
	PAID PO BOX 600				
73.48	BAL WILMINGTON MA 01887				

2850029168	UNIFIRST	INV# 2850029168 RUG SERVICE	401032046	28429	73.48
73.48	TOT\$				
	PAID PO BOX 600				
73.48	BAL WILMINGTON MA 01887				

DEC2022	UNION COUNTY GENERAL HOSPITAL	HEALTHCARE ASSISTANCE DEC 2022	406372096	28550	209.97
209.97	TOT\$				
	PAID P.O. BOX 489				
209.97	BAL CLAYTON NM 88515				

1204564	UNITED SUPPLY	INV# 1204564 2" COLD ROLL/2"PIPE	402252076	28580	82.00
82.00	TOT\$ P.O. BOX 819				
	PAID HWY 87 SOUTH				
82.00	BAL DALHART TX 79022				

1204717	UNITED SUPPLY	INV# 1204717 FITTINGS	409492076	28580	139.04
139.04	TOT\$ P.O. BOX 819				
	PAID HWY 87 SOUTH				
139.04	BAL DALHART TX 79022				

1212022	VIGIL MALDONADO DETENTION CENTER	NOVEMBER HOUSING OF PRISONERS	424772307	28407	21945.00
21945.00	TOT\$				
	PAID 444 EAST HEREFORD AVE				
21945.00	BAL RATON NM 87740				

12132022	W. CARR VINCENT	PER DIEM BIPO 100%	401012010	28584	704.00
704.00	TOT\$				
	PAID P.O. BOX 37				
704.00	BAL DES MOINES NM 88418				

P03C0554659	WAGNER EQUIPMENT CO.	INV# P03C0554659 OIL SAMPLE KITS	402252076	28373	891.50
891.50	TOT\$				
	PAID P.O. BOX 919000				
891.50	BAL DENVER CO 80291 9000				

PS060105729	WARREN CAT	INV# PS060105729 ELEMENT/FILTERS	402252012	28372	1120.10
1120.10	TOT\$				
	PAID PO BOX 842116				
1120.10	BAL DALLAS TX 75284 2116				

PS060105796	WARREN CAT	INV# PS060105796 FILTER/ELEMENT	402252012	28372	419.23
419.23	TOT\$				
	PAID PO BOX 842116				
419.23	BAL DALLAS TX 75284 2116				

INVC#	Name	Description	Line Item	PO#	Amount
PS060105899	WARREN CAT	INV# PS060105899 FILTER/ELEMENT	402252012	28372	463.37
463.37	TOT\$				
	PAID	PO BOX 842116			
463.37	BAL	DALLAS TX 75284 2116			

1504	WINGO AUTO REPAIR	INV# 1504 SPARK PLUG/COIL/LABOR	499792011	28439	400.83
400.83	TOT\$				
	PAID	P.O. BOX 112			
400.83	BAL	DES MOINES NM 88418			

3020	YUCCA COMMUNICATIONS	INV# 3020 INSTALL IN 3 VEHICLES	605922081	28556	4351.22
4351.22	TOT\$				
	PAID	P.O. BOX 867			
4351.22	BAL	PORTALES NM 88130			

TOTAL INVOICING		166628.40			

PERMIT NO. 484

This permit is granted on this 13th day of Dec, 2022, 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 in two locations and cross Royce Road to install new Fiber Optic cable in an on-going project to improve the telephone and internet service to our cooperative members. These parallels and crossing will be within Sections 8, 5 and 6 T26N R34E (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 1/4" inches in diameter and of the type Schedule including the duct that the cable will be placed within for crossings.
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 13th day of Dec, 20 22.

SEAL

ATTEST

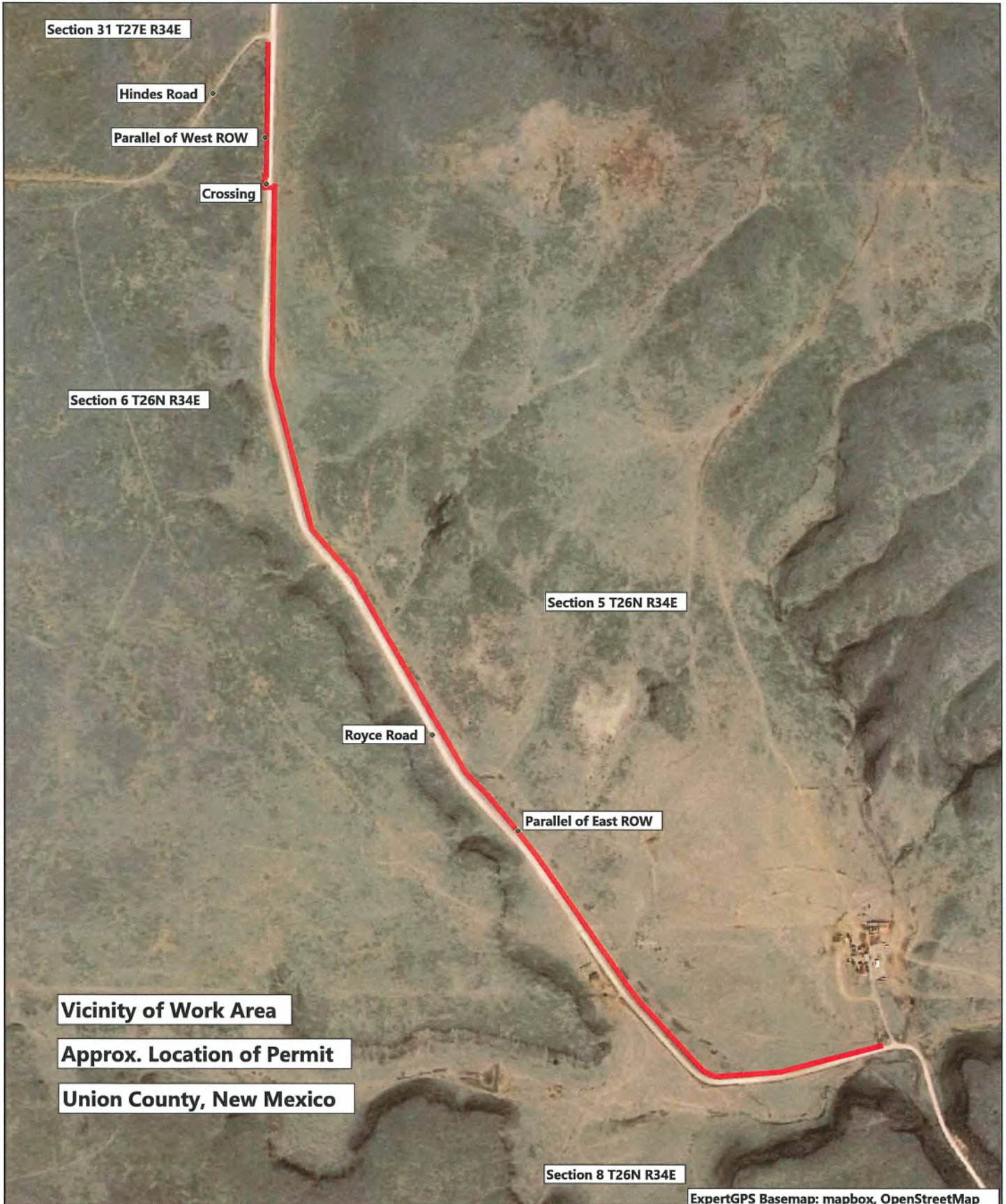
**BOARD OF COMMISSIONERS
COUNTY OF UNION, NEW MEXICO**

CHAIRMAN

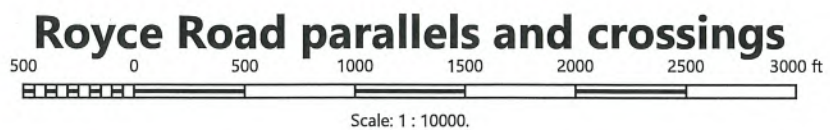
MEMBER

COUNTY CLERK

MEMBER



ExpertGPS



PERMIT NO. 485

This permit is granted on this 13th day of Dec, 2022, 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 the South ROW of Hindes Road to install new Fiber Optic cable in an on-going project to improve the telephone and internet service to our cooperative members. The parallel will be within Section 6 T26N R34E, Section 31 T27E R34E and Section 1 and 2 T26N R33E (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 1/4"** inches in diameter and of the type Schedule **including the duct that the cable will be placed within for crossings**.
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 13th day of Dec, 20 22 .

SEAL

ATTEST

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

CHAIRMAN

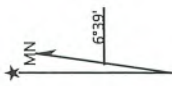
MEMBER

COUNTY CLERK

MEMBER



ExpertGPS Basemap: mapbox, OpenStreetMap



Vicinity of Work Area
 Approx. Location of Permit
 Union County, New Mexico

ExpertGPS

PERMIT NO. 486

This permit is granted on this 13th day of Dec, 2022, 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 cross Heringa Road to install new Fiber Optic cable in an on-going project to improve the telephone and internet service to our cooperative members. The crossing will be within Section 2 T26N R32E(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 **24 Fiber Optic cable**.
c.) Pipe and/or cable shall be **1 1/4"** inches in diameter and of the type Schedule **including the duct that the cable will be placed within for crossings.**
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 13th day of Dec, 20 22.

SEAL

ATTEST

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

CHAIRMAN

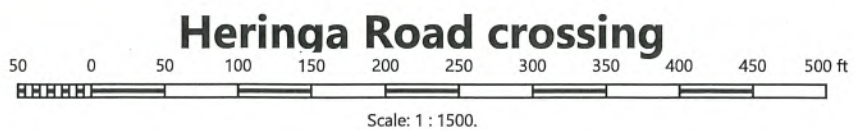
MEMBER

COUNTY CLERK

MEMBER



ExpertGPS



PERMIT NO. 487

This permit is granted on this 13th day of Dec, 2022, 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 cross and parallel the East ROW of Nye Road to install new Fiber Optic cable in an on-going project to improve the telephone and internet service to our cooperative members. The crossing and parallel will be within Section 2 T26N R32E (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 **24 Fiber Optic cable**.
c.) Pipe and/or cable shall be **1 1/4"** inches in diameter and of the type Schedule **including the duct that the cable will be placed within for crossings.**
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 13th day of Dec, 20 22.

SEAL

ATTEST

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

CHAIRMAN

MEMBER

COUNTY CLERK

MEMBER



Vicinity of Work Area

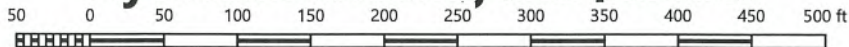
Approx. Location of Permit

Union County, New Mexico

ExpertGPS Basemap: mapbox, OpenStreetMap

ExpertGPS

Nye Road crossing and parallel



Scale: 1 : 1500.



PERMIT NO. 488

This permit is granted on this 13th day of Dec, 2022, 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 cross Weese Road in two locations, a parallel the East ROW and a parallel of the West ROW to install new Fiber Optic cable in an on-going project to improve the telephone and internet service to our cooperative members. The crossing and parallel will be within Sections 1 & 2 T26N R32E and Section 23 to 24 T27N R32E (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 **24 Fiber Optic cable**.
 - c.) Pipe and/or cable shall be **1 1/4"** inches in diameter and of the type Schedule **including the duct that the cable will be placed within for crossings.**
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 is 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 13th day of Dec, 20 22.

SEAL

ATTEST

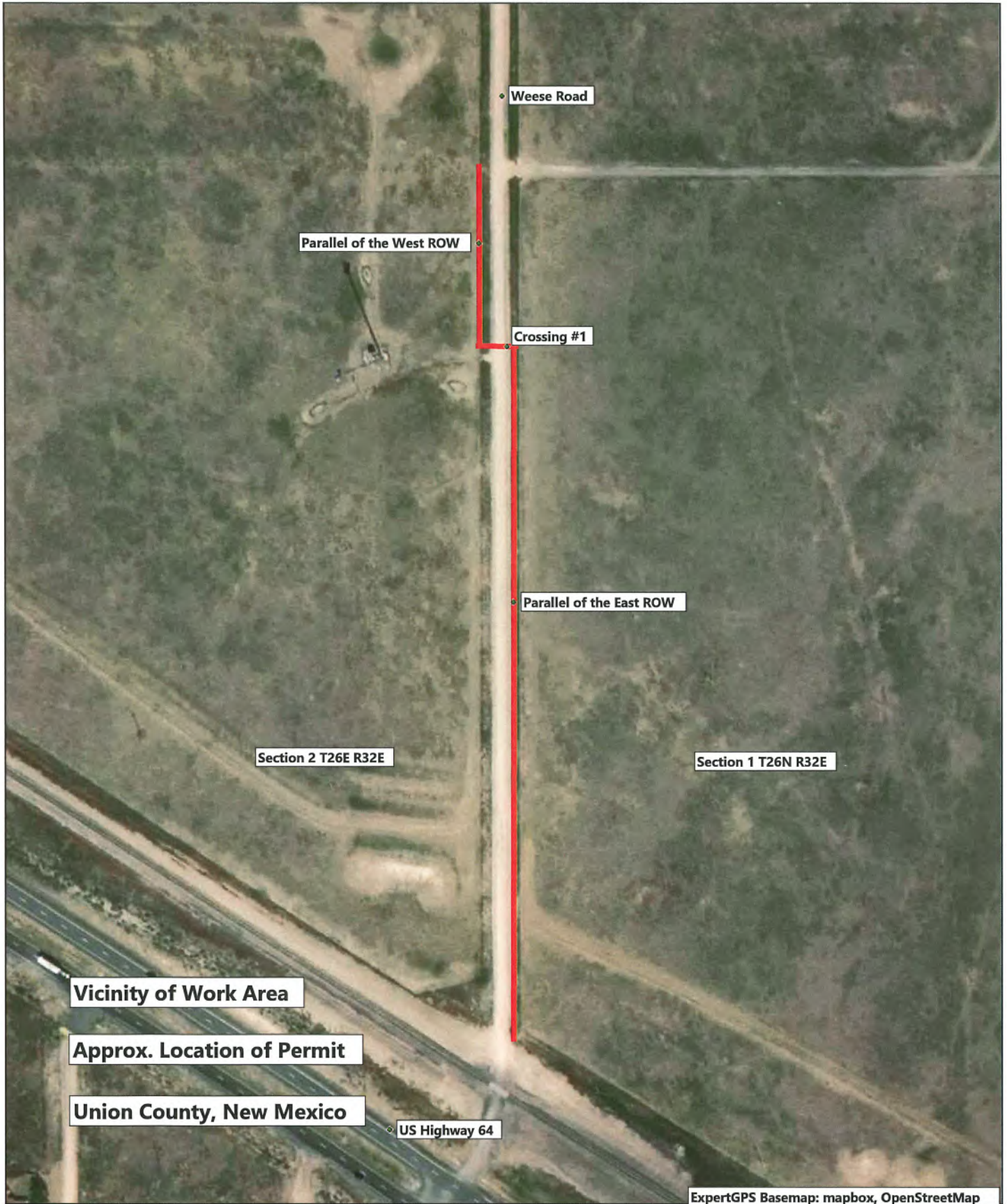
**BOARD OF COMMISSIONERS
COUNTY OF UNION, NEW MEXICO**

CHAIRMAN

MEMBER

COUNTY CLERK

MEMBER



ExpertGPS Basemap: mapbox, OpenStreetMap

ExpertGPS

Weese Road parallels and crossings



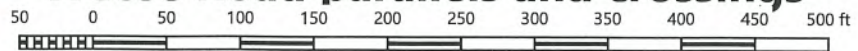
Scale: 1 : 2500.





ExpertGPS

Weese Road parallels and crossings



Scale: 1 : 1500.

