

**BOARD OF UNION COUNTY COMMISSIONERS  
REGULAR MEETING  
AGENDA  
July 9, 2024**

DOCUMENT #202400490  
07/3/24 02:03:32 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
  - i. Appointment of County Clerk
  - ii. Resolution 2025-01 Participation in EPCOG FY25
  - iii. Resolution 2025-02 Coop Agreement with NMDOT
  - iv. Resolution 2025-03 CAP Agreement with NMDOT
  - v. Resolution 2025-04 School Bus Agreement with NMDOT
  - vi. Resolution 2025-05 CAP Project Match Waiver
  - vii. Resolution 2025-06 School Bus Project Match Waiver
  - viii. Resolution 2025-07 PERA 75% of Employee Contribution to Municipal Police Plan 4
  - ix. Resolution 2025-08 PERA 75% of Employee Contribution to Municipal General Plan 2
  - x. Resolution 2025-09 Time Clock Policy
  - xi. Resolution 2025-10 Longevity Incentive Pay Policy
  - xii. Resolution 2025-11 Establishing and Creating Incentives for Various County Offices that Require Special Training or Certification
  - xiii. Resolution 2025-12 Amend Section 10.4 Annual Leave and 10.5, 10.6, 10.7, 10.8, and 10.9 Sick Leave of the Union County Personnel Policy Manual
  - xiv. Approval of Bills
  - xv. Inventory Items Disposition - Road Department International Water Truck
  - xvi. Healthcare Assistance - Approval of Claims
  - xvii. County Travel Requests
  - xviii. ARPA Funding
  - xix. Budget Hearing
  - xx. ICIP Hearing
  - xxi. Resolution 2025-13 FY 2024 4<sup>th</sup> Quarter Report Approval
  - xxii. Resolution 2025-14 FY 2025 Final Budget Approval
  - xxiii. Resolution 2025-15 Approval of ICIP 2026-2030

10:00 a.m. Citizen's Forum

- County Manager Report
  - a. C-PACE Program
  - b. Commission Expectations EM Program
- Road Superintendent
- Emergency Service Coordinator Report
- Elected Officials Reports

Adjourn

As of 7/3/2024



**Melissa Prante**

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**From:** Brandy Thompson <brandy.thompson@unionnm.us>  
**Sent:** Thursday, June 20, 2024 6:26 AM  
**To:** Melissa Prante  
**Subject:** Re: Mill Levy and GRT balance?

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning, Melissa,

The unencumbered balances (5/30/24) are  
mill levy - \$210,187.52  
GRT - \$134,376.94  
Total = \$344,564.46

Let me know if you have any questions.

Have a great day.  
Brandy

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**From:** Melissa Prante <melissa.prante@ucgh.net>  
**Sent:** Wednesday, June 19, 2024 2:59 PM  
**To:** brandy.thompson@unionnm.us <brandy.thompson@unionnm.us>  
**Subject:** Mill Levy and GRT balance?

Brandy,  
May I please get our balance for Mill Levy and GRT funds? I will be asking the board for approval to request a disbursement from the county commissioners at our next board meeting which is Wednesday, June 24. Thank you for your help.

Melissa Prante  
Chief Financial Officer  
Union County General Hospital  
300 Wilson Street  
Clayton, NM 88415  
O: 575-374-7008  
C: 308-430-5478



**CLAYTON HEALTH SYSTEMS**

**JUNE 24, 2024 MOR**

**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS**

**Period Ending May 31, 2024**

**INCOME STATEMENT:**

1. Gross patient revenue for May is \$2.14M; \$536k > budget; \$299k > PY.
2. Total net patient revenue for the month after CA was \$1.05M.
3. Total other revenue for the month is \$178k.
4. County tax subsidy revenue is estimated at \$84k.
5. Total MTD net operating revenue is \$1.3M; \$115k > budget; \$19k > PY.
6. Operating expenses for the month are \$1.3M; \$86k < budget; \$31k > PY.
7. Operating gain of 42k and EBIDA gain of \$106k.

**YTD Budget to Actual Variances is as follows:**

Gross Patient Revenue is **over** budget by \$2.82M.

Total Net Operating Revenues are **over** our YTD budget by \$1.3M.

Total Operating Expenses are **under** YTD budget by \$773k.

Salary/Benefits are **under** budget YTD by \$196k.

Professional fees/Purchased Services are **over** budget by \$21k.

Pharmacy, Medical, Other Supplies are **over** budget by \$56k.

Other operating expenses (postage, subscriptions, dues, licenses, taxes, maintenance, lease, utilities, travel, and education) are **under** budget by \$505k.

Includes physician recruiting, audit invoices and 340B management fees.

Depreciation and Interest are **under** budget by \$107k.

**BALANCE SHEET:**

8. UCGH had cash and cash equivalents of \$134k.
9. May had CD balances total \$841k.
10. AR Mill Levy and GRT balance \$283k.
11. Net Patient AR is \$2.56M.
12. AP Manual accruals is \$72k.
13. CR for 2022 has a payable of \$47k.
14. CR for 2023 has an estimated payable of \$30k.
15. CR for 2024 has an estimated payable of \$168k.
16. May Days Cash on Hand is 3 days.

**Union County General Consolidated**

**Executive Financial Summary**

11th Month FYE 2024

Unaudited

<b>KEY STATISTICS</b>					
	<i>05/31/24 ACTUAL</i>	<i>05/31/24 BUDGET</i>	<i>YTD ACTUAL</i>	<i>YTD BUDGET</i>	<i>YTD VARIANCE</i>
Total Admissions	15	11	183	138	45
Total Patient Days	69	58	967	659	308
Average Length of Stay Total	4.60	5.27	5.28	4.78	(0.51)
Total Emergency Room Visits	144	142	1,525	1,677	(152)
Outpatient Visits (NOT CLINIC)	572	516	5,400	5,669	(269)
Total Surgeries	2	6	55	69	(14)
Total Podiatry Surgeries	5	0	25	0	25
Total GI Procedures	4	5	54	55	(1)
<b>STATEMENT OF REVENUE AND EXPENSES - YTD</b>					
<b>REPORTED IN THOUSANDS</b>	<i>05/31/24 ACTUAL</i>	<i>05/31/24 BUDGET</i>	<i>YTD ACTUAL</i>	<i>YTD BUDGET</i>	<i>YTD VARIANCE</i>
<b>Revenue:</b>					
Gross Patient Revenues	\$2,141	\$1,605	\$20,468	\$17,651	2,817
Deductions from Revenue	(1,093)	(683)	(8,740)	(7,512)	(1,228)
Net Patient Revenues	1,048	922	11,728	10,139	1,589
Other Revenue	262	273	2,685	3,007	(322)
<b>Total Net Revenues</b>	<b>1,310</b>	<b>1,195</b>	<b>14,413</b>	<b>13,146</b>	<b>1,267</b>
<b>Expenses:</b>					
Salaries & Benefits	679	668	7,146	7,342	196
Professional Fees	54	48	695	527	(168)
Purchased Services	90	119	1,131	1,320	189
Supply Expenses	104	108	1,244	1,188	(56)
Other Operating Expenses	277	339	2,947	3,452	505
Depreciation & Interest Expense	64	72	684	791	107
<b>Total Expenses</b>	<b>1,268</b>	<b>1,354</b>	<b>13,847</b>	<b>14,620</b>	<b>773</b>
<b>OPERATING MARGIN</b>	<b>42</b>	<b>(159)</b>	<b>566</b>	<b>(1,474)</b>	<b>2,040</b>
TOTAL NON OPERATING REVENUE - OTHER	0	140	0	1,535	(1,535)
<b>NET MARGIN</b>	<b>\$42</b>	<b>(\$19)</b>	<b>\$566</b>	<b>\$61</b>	<b>\$505</b>
<b>EBIDA</b>	<b>\$106</b>	<b>\$53</b>	<b>\$1,250</b>	<b>\$852</b>	<b>\$398</b>

Resolution 2025-01  
RESOLUTION AND AGREEMENT  
OF  
UNION COUNTY

APPROVING PARTICIPATION IN THE PROGRAMS  
OF THE  
EASTERN PLAINS COUNCIL OF GOVERNMENTS  
FOR FISCAL YEAR 2024-2025

WHEREAS the County of Union (hereinafter known as the "MEMBER"), desires to continue as a participating member in the programs and policy development for the Eastern Plains Council of Governments (hereinafter known as the "EPCOG"):

WHEREAS it is necessary and desirable that an agreement setting forth the services to be performed by the EPCOG and the MEMBER be entered into, with the EPCOG agreeing to furnish the following:

- a. Implement the work program as established by the EPCOG Board of Directors for the **2024-2025 Fiscal Year** including providing technical assistance, project and program planning, proposal development and funding assistance.
- b. Continue eligibility as an Economic Development District for participating localities under Section 402 of the Public Works and Economic Development Act of 1965, as amended.
- c. Address problems, issues and opportunities of a regional nature which go beyond single municipal or county jurisdictional boundaries and serve as a liaison and advocate for local governments within the region at the state and federal levels.
- d. Contract with NMDOT to provide RPO planning assistance to the Northeast and Southwest RPOs in collaboration with SENMEDD/COG and NCMEDD.
- e. Support planning, development and implementation of infrastructure plans and projects including assistance with preparation of Infrastructure Capital Improvement Plans (ICIP) as requested.

WHEREAS it is necessary to set forth the sum to be paid by the MEMBER to the EPCOG as annual dues, thereby placing the MEMBER with voting powers on the EPCOG Board of Directors as provided in the EPCOG By-Laws, with the MEMBER agreeing to furnish the following:

- a. To participate through their designated representative or alternate, in EPCOG's policy development process by attending meetings, helping formulate the annual work program, reviewing the EPCOG Goals and Objectives, and concurrences with the District Comprehensive Economic Development Strategy (CEDS).
- b. To pay to the EPCOG the sum of \$1,241.00 as annual membership dues as payment for the aforementioned services for the period beginning **July 1, 2024, and ending June 30, 2025.**
- c. The MEMBER hereby appoints \_\_\_\_\_ as their designated representative and \_\_\_\_\_ as alternate.

NOW THEREFORE BE IT RESOLVED THAT the MEMBER and the EPCOG hereby mutually agree to the aforementioned provisions of the Resolution and Agreement.

ATTESTATION:

MEMBER GOVERNMENT


\_\_\_\_\_  
Clerk or other Authorized Official

\_\_\_\_\_  
Signature of Authorized Official

ATTESTATION:

EASTERN PLAINS COUNCIL OF GOVERNMENTS

Alanna M. Hurt, Office Manager

  
Sandy Chancey, Executive Director

**EASTERN PLAINS COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS 2024-2025  
MEMBER INFORMATION**

*Member Information must be filled out even if there was no change. The contact information provided in this document will be used for all records, EPCOG Board correspondence, and 2024-25 board documents. If this form is not submitted, the representative & alternate will not be added to the 2024-25 email list.*

Please provide contact information for the designated Representative and Alternate.

**REPRESENTATIVES INFORMATION**

\_\_\_\_\_  
MUNICIPALITY/COUNTY/SPECIAL DISTRICT REPRESENTED

\_\_\_\_\_  
NAME

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
ZIP

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
FAX

\_\_\_\_\_  
MOBILE

\_\_\_\_\_  
E-MAIL

**ALTERNATE'S INFORMATION**

\_\_\_\_\_  
MUNICIPALITY/COUNTY/SPECIAL DISTRICT REPRESENTED

\_\_\_\_\_  
NAME

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
ZIP

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
FAX

\_\_\_\_\_  
MOBILE

\_\_\_\_\_  
E-MAIL



**UNION COUNTY  
RESOLUTION #2025-02**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY  
NEW MEXICO DEPARTMENT OF TRANSPORTATION**

**WHEREAS,** Union County and the New Mexico Department of Transportation (NMDOT) have entered into a joint and coordinated effort.

**WHEREAS,** the total cost of the project will be \$136,133 to be funded in proportional share by the parties hereto as follows:

a. New Mexico Department of Transportation's share shall be 75% or \$102,100

and

b. Union County's proportional matching share shall be 25% or \$34,033.00

TOTAL PROJECT COST IS \$136,133.00

Union County shall pay all costs, which exceed the total amount of \$ \$136,133.00

**NOW THEREFORE, BE IT RESOLVED** in official session that Union County determines, resolves, and orders as follows:

That the project for this Cooperative agreement is adopted and has a priority standing.

The agreement terminates on December 31, 2025 and Union County incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

**NOW THEREFORE, BE IT RESOLVED BY UNION COUNTY,** to enter into Cooperative Agreement Control #L400667 with the NMDOT for LGRF project for year terminating on December 31, 2025.

Plan design, construction management, construction, reconstruction, pavement rehab, drainage improvements and miscellaneous construction to various county roads.

**DONE AND RESOLVED** this 9<sup>th</sup> day of July, 2024.

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

\_\_\_\_\_  
Clayton Kiesling, Chairman

ATTEST:

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Lloyd Miller, Member



**UNION COUNTY  
RESOLUTION NO. 2025-03**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY  
NEW MEXICO DEPARTMENT OF TRANSPORTATION**

**WHEREAS,** Union County and the New Mexico Department of Transportation (NMDOT) have entered into a joint and coordinated effort.

**WHEREAS,** the total cost of the project will be \$343,565.00 to be funded in proportional share by the parties hereto as follows:

a. New Mexico Department of Transportation's share shall be 75% or \$257,674.00

and

b. Union County's proportional matching share shall be 25% or \$85,891.00

TOTAL PROJECT COST IS \$343,565.00

Union County shall pay all costs, which exceed the total amount of \$ 343,565.00

**NOW THEREFORE, BE IT RESOLVED** in official session that Union County determines, resolves, and orders as follows:

That the project for this Cooperative agreement is adopted and has a priority standing.

The agreement terminates on December 31, 2025 and Union County incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

**NOW THEREFORE, BE IT RESOLVED BY UNION COUNTY,** to enter into Cooperative Agreement Control #L400681 with the NMDOT for LGRF project for year terminating on December 31, 2025.

Plan design, construction management, construction, reconstruction, pavement rehab, drainage improvements, and miscellaneous construction to various county roads.

**DONE AND RESOLVED** this 9<sup>th</sup> day of July, 2024.

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

\_\_\_\_\_  
Clayton Kiesling, Chairman

ATTEST:

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Lloyd Miller, Member

**UNION COUNTY  
RESOLUTION NO. 2025-04**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND PROGRAM ADMINISTERED BY  
NEW MEXICO DEPARTMENT OF TRANSPORTATION**

**WHEREAS,** Union County and the New Mexico Department of Transportation (NMDOT) have entered into a joint and coordinated effort.

**WHEREAS,** the total cost of the project will be \$163,517.00 to be funded in proportional share by the parties hereto as follows:

a. New Mexico Department of Transportation's share shall be 75% or \$122,638.00

and

b. Union County's proportional matching share shall be 25% or \$40,879.00

TOTAL PROJECT COST IS \$163,517.00

Union County shall pay all costs, which exceed the total amount of \$ \$163,517.00

**NOW THEREFORE, BE IT RESOLVED** in official session that Union County determines, resolves, and orders as follows:

That the project for this Cooperative agreement is adopted and has a priority standing.

The agreement terminates on December 31, 2025 and Union County incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

**NOW THEREFORE, BE IT RESOLVED BY UNION COUNTY,** to enter into Cooperative Agreement Control #L400674 with the NMDOT for LGRF project for year terminating on December 31, 2025.

Plan design, construction management, construction, reconstruction, pavement rehab, drainage improvements, and miscellaneous to various county roads.

**DONE AND RESOLVED** this 9<sup>th</sup> day of July, 2024.

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

\_\_\_\_\_  
Clayton Kiesling, Chairman

ATTEST:

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Lloyd Miller, Member

**UNION COUNTY  
RESOLUTION NO. 2025-05**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND HARDSHIP MATCH WAIVER  
PROGRAM ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION**

**WHEREAS,** Union County and the New Mexico Department of Transportation have entered into a Cooperative Agreement.

**WHEREAS,** the total cost of the project will be \$343,565.00 to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or \$257,674.00  
and
- b. Union County's proportional matching share shall be 25% or \$85,891.00 if a "Hardship" for "Match Waiver" is not deemed to be present by Department of Finance and Administration and the Department of Transportation.

TOTAL PROJECT COST IS \$343,565.00

Union County shall pay all costs, which exceed the total amount of \$343,565.00

**WHEREAS,** Union County has a limited tax base, which limits the funding for meeting the proportional matching share; and, a fund exists in the NMDOT appropriated by the New Mexico State Legislature for Public Entities in need of "hardship" match money and Union County requests participation in this Match Waiver Program in the amount of \$85,891.00.

Now therefore, be it resolved in official session that Union County determines, resolves and orders as follows:  
That the project for this Cooperative Agreement is adopted and has a priority standing.

The agreement terminates on December 31, 2025 and Union County incorporates all the agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

NOW therefore, be it resolved by Union County to enter into Cooperative Agreement Control Number L400681 with the NMDOT for LGRF Project for year 2024-2025 to plan design, construction management, construction, reconstruction, pavement rehab, drainage improvements, and miscellaneous to various other county roads within the control of Union County, New Mexico.

**DONE AND RESOLVED** this 9<sup>th</sup> day of July, 2024.

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

\_\_\_\_\_  
Clayton Kiesling, Chairman

ATTEST:

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
Lloyd Miller, Member

**UNION COUNTY  
RESOLUTION NO. 2025-06**

**PARTICIPATION IN LOCAL GOVERNMENT ROAD FUND HARDSHIP MATCH WAIVER  
PROGRAM ADMINISTERED BY NEW MEXICO DEPARTMENT OF TRANSPORTATION**

**WHEREAS,** Union County and the New Mexico Department of Transportation have entered into a Cooperative Agreement.

**WHEREAS,** the total cost of the project will be \$163,517.00 to be funded in proportional share by the parties hereto as follows:

- a. New Mexico Department of Transportation's share shall be 75% or \$122,638.00  
and
- b. Union County's proportional matching share shall be 25% or \$40,879.00 if a "Hardship" for "Match Waiver" is not deemed to be present by Department of Finance and Administration and the Department of Transportation.

TOTAL PROJECT COST IS \$163,517.00

Union County shall pay all costs, which exceed the total amount of \$163,517.00

**WHEREAS,** Union County has a limited tax base, which limits the funding for meeting the proportional matching share; and, a fund exists in the NMDOT appropriated by the New Mexico State Legislature for Public Entities in need of "hardship" match money and Union County requests participation in this Match Waiver Program in the amount of \$40,879.00.

Now therefore, be it resolved in official session that Union County determines, resolves and orders as follows:  
That the project for this Cooperative Agreement is adopted and has a priority standing.

The agreement terminates on December 31, 2025 and Union County incorporates all the agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into the written agreement.

NOW therefore, be it resolved by Union County to enter into Cooperative Agreement Control Number L400674 with the NMDOT for LGRF Project for year 2024-2025 to plan design, construction management, construction, reconstruction, pavement rehab, drainage improvements, and miscellaneous to various other county roads within the control of Union County, New Mexico.

**DONE AND RESOLVED** this 9<sup>th</sup> day of July, 2024.

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

\_\_\_\_\_  
Clayton Kiesling, Chairman

ATTEST:

\_\_\_\_\_  
Brenda Green, County Clerk

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
Lloyd Miller, Member

**Resolution #2025-07**

**RESOLUTION AUTHORIZING COUNTY OF UNION TO PICK-UP SEVENTY FIVE PERCENT (75%) OF THE PERA MUNICIPAL POLICE PLAN 4 MEMBER CONTRIBUTIONS IN EFFECT JULY 1, 2024**

**WHEREAS;** NMSA 1978, Section 10-11-5, authorizes affiliated public employers to be responsible for making contributions of up to seventy-five percent of its employees' member contributions to the Public Employees Retirement Association (PERA) under certain conditions; and

**WHEREAS,** the County of Union governing body has elected to include the increase in employee PERA contributions approved by the NM Legislature in its pick-up for employees covered under the PERA Municipal Police Coverage Plan 4; and

**WHEREAS;** the County of Union desires to make seventy-five percent (75%) of employee contributions for its municipal employees covered under PERA Municipal Police General Coverage Plan 4; and

**WHEREAS,** pursuant to NMSA 1978, Section 10-11-5, this Resolution is irrevocable (subject to exceptions set forth in Section 10-11-5) and shall apply to all County of Union employees within PERA Municipal Police Coverage Plan 4; and

**THEREFORE, BE IT RESOLVED,** that the County of Union, pursuant to NMSA 1978, section 10-11-5, hereby elects to be responsible for making contributions of seventy-five percent (75%) of employees' member contributions to the Public Employees Retirement Association for its municipal employees under PERA Municipal Police Coverage Plan 4.

**PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE COUNTY OF UNION ON THIS 9<sup>th</sup> DAY OF JULY, 2024.**

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

Attest:

\_\_\_\_\_  
Clayton Kiesling, Chairman

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
Lloyd Miller, Member

**Resolution #2025-08**

**RESOLUTION AUTHORIZING COUNTY OF UNION TO PICK-UP SEVENTY FIVE PERCENT (75%) OF THE PERA MUNICIPAL GENERAL PLAN 2 MEMBER CONTRIBUTIONS IN EFFECT JULY 1, 2024**

**WHEREAS;** NMSA 1978, Section 10-11-5, authorizes affiliated public employers to be responsible for making contributions of up to seventy-five percent of its employees' member contributions to the Public Employees Retirement Association (PERA) under certain conditions; and

**WHEREAS,** the Union County Board of County Commissioners has elected to include the increase in employee PERA contributions approved by the NM Legislature in its pick-up for employees covered under the PERA Municipal General Coverage Plan 2; and

**WHEREAS;** the County of Union desires to make seventy-five percent (75%) of employee contributions for its municipal employees covered under PERA Municipal General Coverage Plan 2; and

**WHEREAS,** pursuant to NMSA 1978, Section 10-11-5, this Resolution is irrevocable (subject to exceptions set forth in Section 10-11-5) and shall apply to all County of Union employees within PERA Municipal General Coverage Plan 2; and

**THEREFORE, BE IT RESOLVED,** that the County of Union, pursuant to NMSA 1978, section 10-11-5, hereby elects to be responsible for making contributions of seventy-five percent (75%) of employees' member contributions to the Public Employees Retirement Association for its municipal employees under PERA Municipal General Coverage Plan 2.

**PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE COUNTY OF UNION ON THIS 9th DAY OF JULY, 2024.**

Attest:

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

\_\_\_\_\_  
Clayton Kiesling, Chairman

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
Lloyd Miller, Member



**RESOLUTION NUMBER 2025-09**  
**A RESOLUTION ESTABLISHING AND CREATING A UNION COUNTY TIMEKEEPING**  
**POLICY**

**WHEREAS**, Union County will be implementing an electronic time records management system and transitioning away from paper timesheets; and,

**WHEREAS**, accurate timekeeping and reporting are vital to ensure proper and timely payment of wages earned to employees, and;

**WHEREAS**, accurate timekeeping and reporting are vital to ensure proper use of taxpayer provided funds.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Board of County Commissioners of Union County does hereby adopt the attached Timekeeping Policy, and;

**BE IT FURTHER RESOLVED**, that all Elected Officials, Department Heads, and County Employees shall adhere to this policy and work to resolve any timekeeping and reporting issues.



## UNION COUNTY TIMEKEEPING POLICY

Timesheets and timekeeping records should represent an accurate and true report of hours worked and hours taken in accordance with the Union County Personnel Policy.

### A. Methods for reporting time

The terms “clock in”, “punch in”, and “swipe in” or out all have the same meaning. Non-exempt employees must accurately record the time they begin and end their work, as well as the beginning and ending time of each lunch period. They must also record the beginning and ending time of any split schedule from work for personal reasons.

It is the employee’s responsibility to approve his or her own time record to certify the accuracy of all time recorded. The supervisor for the department will review and then approve the time record before submitting it for payroll processing. In the event of an error in reporting time, the employee must immediately report the problem to the department supervisor in writing, stating the date of the error and the error itself. The Supervisor will sign off on the approval of the needed change. This will then be sent to the payroll administrator to be corrected during the next pay period.

### B. Clocking In and Out by Employees

Employees are required to clock in at the start of the workday and clock out at the end of the workday. Employees are expected to arrive and to depart on schedule. An employee is considered tardy when he or she clocks in after his or her start time. Similarly, an employee leaves early when he or she clocks out prior to the end of the workday without permission from his or her supervisor.

1. Employees should not clock in more than 7 minutes before their scheduled shift time unless authorized in advanced by the elected official, department head, and/or County Manager.
2. Employees clocking in 7 or more minutes after the start of their scheduled start time will be recorded as tardy, unless the supervisor has approved the late arrival.
3. Employees clocking out 7 or more minutes before the end of their scheduled shift time shall be recorded leaving early, unless authorized to do so by a supervisor.
4. Employees should not clock out later than 7 minutes after the end of their work schedule, unless authorized by their supervisor.
5. Employees leaving work for any reason during the scheduled shift must clock out when leaving the department, and clock in when they return.
6. Employees assigned to the field, who are unable to clock in due to duty assignments, will notify the Supervisor of their clock in/out time.

### C. Time Clocks and Failure to Clock in/out

Employees are required to follow established guidelines for recording their actual hours worked. A missed clock in/out is a violation of this policy and includes:

1. Failure to clock in/out on their designated time clock at the beginning and/or end of the assigned shift.



2. Failure to clock in/out on their designated time clock for the meal break, unless meal break is automatically built into an employee's schedule.
3. Failure to accurately and timely report time worked.
4. Clocking in/out early (or late) of assigned schedule without prior supervisory approval.

D. Other requirements include:

1. It shall be each employee's responsibility to ensure that all time records are completed, approved and all supporting documents are completed for submittal on time.
  2. Only in extenuating circumstances will time records be accepted by Administration without an employee's submitted approval.
  3. Discrepancies shall be followed up with the employee's immediate supervisor or following Chain of Command. Discrepancies shall be addressed and corrected during the next pay period.
- E. In the event an employee fails to clock in or out at any time during their scheduled time, he or she must complete a Missed Punch Form and submit it to his or her supervisor. Failure to clock in or out as directed more than once a week or a pattern of failing to clock in and out on a regular basis will be subject to disciplinary action.
- F. Employees who do not submit their time by the deadline will not be paid until the following pay period. Partially completed records will only be compensated for the hours shown until the next pay period.

G. Instructions for Correcting Payroll Errors

If a mistake is made after reporting time and not realized until after the payroll process has been completed the following procedure will be followed:

1. The employee will write a memo to the department director stating the employee's name, employee number, date of the error, and description of the error.
2. The Elected Official/Department Head will sign the memo approving the needed correction.
3. The Elected Official/Department Head will then notify the Payroll Administrator of the error.

H. Department Notification

1. Employees are expected to follow departmental procedures if they will be late for work, will not be at work, or are requesting planned time away from work. Employees must request in advance to their supervisor their need to arrive early or leave early from their scheduled work time.
2. An employee who fails to call in and report to work as scheduled for three consecutively scheduled work days will be viewed as having abandoned their position and employment will be considered as having voluntarily resigned their position. The supervisor will consult with the Human Resources Officer if this situation occurs.

#### I. Time Keeping Problems

1. If an employee is unable to clock in and out due to a machine malfunction, **IT IS THE EMPLOYEE'S RESPONSIBILITY TO IMMEDIATELY INFORM HIS OR HER SUPERVISOR IF THE MACHINE MALFUNCTIONS.**
2. The supervisor will manually clock in or out the employee. The supervisor will submit a Missed Punch Form signed by the employee and the supervisor.
3. The manual punch will then be included with the employee's time keeping record.
4. If the supervisor cannot be contacted, it is permissible to inform the next Chain of Command.

#### J. Supervisor Responsibilities

1. The department head will ensure all employee leave is recorded and the base pay hours are correct (i.e 80 hours in a two-week period).
2. It is the responsibility of the department head to ensure that all time sheets are correctly completed by all personnel prior to 9:00 AM on the Monday of a payroll week.
3. All entries in the system must be finalized by 10:00 AM on Monday for payroll processing.
4. Each department shall submit bi-weekly time records for all employees to the Payroll Department no later than 10:00 AM following the close of that payroll period.

#### K. Falsification and Tampering

The following are considered serious offenses. Due to the severity of the infractions, all employees involved will be subject to immediate disciplinary action, up to and including termination:

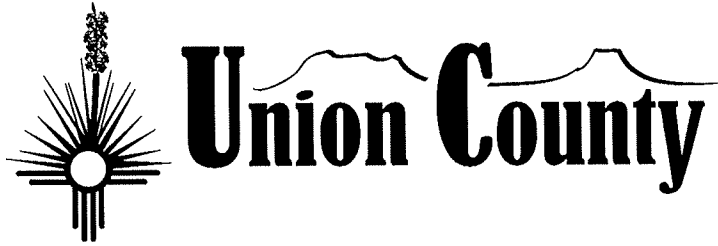
1. Attempting to clock in or out for another employee and/or requesting that someone else clock in or out for you ("Buddy Punching").
2. Interfering with the timekeeping machine.
3. Attempting to damage or destroy the timekeeping machine.
4. Interfering with another employee's use of the timekeeping machine.
5. Altering timekeeping data without authorization.
6. Being in possession of another employee's login information at any time.
7. Falsifying records of any kind or approving falsified records.

#### L. Disciplinary Process

1. Supervisors shall monitor their employee's attendance on a regular basis and address unsatisfactory attendance in a timely and consistent manner. If supervisors notice a pattern of unscheduled usage or accrued time off, they should discuss the concern with the employee and Human Resources.
2. All discipline must be administered pursuant to the County's Personnel Policy.

#### M. Effective Date

The effective date of this policy shall be upon the implementation of the Time and Attendance Software Program. The County Manager shall provide notice of the effective date to all employees.



**PASSED, APPROVED AND ADOPTED** this 9<sup>th</sup> day of July, 2024.

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

**A T T E S T  
S E A L**

**By:**

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member



**RESOLUTION NUMBER 2025-10  
A RESOLUTION ESTABLISHING AND CREATING EMPLOYEE LONGEVITY  
INCENTIVE PAY POLICY**

**WHEREAS**, the Board of County Commissioners of Union County believes that all employees of Union should receive equitable and competitive compensation both direct, by salary and indirect, through benefits; and

**WHEREAS**, Union County recognizes the importance of providing an excellent benefit package to its employees and the importance of rewarding long term employees for their years of service; and

**WHEREAS**, New Mexico State Statute allows municipalities and counties to establish a personnel merit system for the hiring, promotion, discharge, and general regulation of municipal and county employees; and

**WHEREAS**, the Board of County Commissioners greatly appreciates the County's loyal long-term employees and has determined that rewarding employee longevity is an important incentive to help avoid cost such as recruitment, retraining, and overtime to cover vacancies.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Board of County Commissioners of Union County that the following Longevity Pay incentive program shall be established in Union County and the following policy is hereby adopted.

## **UNION COUNTY LONGEVITY INCENTIVE PAY POLICY**

Longevity Payments based on length of service shall be made in a single payment in December of each year when the employee fulfills requirements prescribed under the following rules and regulations.

**Longevity Pay Eligibility:** Employees eligible for longevity payments shall consist of only those employees who:

- a. Eligible employees for the purpose of the Longevity Pay Policy shall mean a full-time regular employee and full-time unclassified employees who are on the Union County payroll and eligible for full benefits.
- b. Pursuant to Article 4 Section 27 of the New Mexico Constitution, Elected Officials are not eligible for Longevity Pay, however their service time will be counted towards Longevity Pay in the event they become a regular or unclassified employee, without a break in service, after the expiration of their elected term.
- c. Employees must have completed 3 years of continued service as eligible Union County Employees.
- d. For the purpose of Longevity Pay, one (1) year of service shall be computed as the number of whole years (not including partial time) completed on December 1<sup>st</sup> of the year. Example: An employee who has 5 years and 7 months of service on December 1<sup>st</sup> will receive Longevity pay based on 5 years of service.

### **Break in Service:**

- a. It may be necessary for an employee to have a break in service due to layoffs, sickness, or other issues not anticipated. If an employee voluntarily resigns or their employment is terminated with the County, then all past service credit is forfeited.
- b. In the event of a break in service for a previous full-time employee returning to a full-time status, due to illness or layoff, the County Manager will have the discretion of bridging the lapse in service time. In the event of a break in service for a previous full-time employee returning to full-time status, due to illness or layoff, the County Manager will have the discretion of bridging the lapse in service time. A break in service shall not exceed six (6) months to receive consideration under this section.

### **Payment:**

- a. Longevity Pay will be provided annually, in a separate payroll run, by December 21<sup>st</sup> of each year.
- b. Longevity Pay will be issued in a single check and is considered additional compensation not subject to PERA withholding.
- c. Longevity Pay will be calculated on the basis of fifty dollars (\$50) for each completed year of continuous service, after a minimum of three (3) years of continuous service.

### **Appropriations:**

- a. The terms of this Policy are contingent upon sufficient appropriations and authorization being made by for the performance of this Policy. If sufficient appropriations and authorization are not made any and all longevity shall terminate immediately and this policy shall be automatically suspended until adequate funding is appropriated.
- b. Employees are specifically advised not to rely on the compensation set forth in this policy to be reoccurring.



**PASSED, APPROVED AND ADOPTED** this 9<sup>th</sup> day of July, 2024.

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

**A T T E S T  
S E A L**

**By:**

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member





**RESOLUTION NUMBER 2025-11**  
**A RESOLUTION ESTABLISHING AND CREATING INCENTIVES FOR VARIOUS**  
**COUNTY OFFICES THAT REQUIRE SPECIAL TRAINING OR CERTIFICATION**

**WHEREAS**, the Board of County Commissioners of Union County believes that all employees of Union should receive equitable and competitive compensation both direct, by salary and indirect, through benefits; and

**WHEREAS**, due to Legislative Enactments, Judicial Rulings and other requirements, various positions with County governments require certification, licensure, and/or additional training; and,

**WHEREAS**, the Board of County Commissioners believe that it is in the County's best interest to recognize and financially compensate County employees who work and spend their time obtaining various certifications that are required for the position for which they are employed at Union County.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Board of County Commissioners of Union County that the following incentive program shall be established in Union County for the positions set forth and identified herein:

1. Union County recognizes that there are certain classes offered to governmental employees and recognizes the importance of training that is relevant to the employee's office and is willing to offer incentive awards to recognize and retain employees who have made an effort to improve their knowledge and skills that are pertinent to their employment with Union County.
2. Investigators and employees within the Union County Sheriff's Office that hold a General Instructor's Certificate shall receive a maximum of Five Hundred Dollars (\$500) per year incentive pay while holding this certification. Investigators and employees within the Union County Sheriff's Office that hold Advanced Instructor's Certificates shall receive a maximum of Seven Hundred and Fifty Dollars (\$750) per year incentive pay for each certificate held that is determined by the Sheriff to be relevant to the needs and operations of the Sheriff's Office. Employees of the Union County Sheriff's Office that obtain and maintain the Sex Offender Registration and Notification Act (SORNA) certification shall receive a maximum of Five Hundred Dollars (\$500) per year incentive pay while holding this certification.
3. Those employees who hold a Chief Procurement Officer certification and/or a Certified Prevention Specialist designation shall receive a maximum of One Thousand Five Hundred Dollars (\$1,500) per year incentive pay.
4. Those employees who hold a Defensive Driving Instructor Certificate, Emergency Vehicle Operations Course Instructor, and/or First Aid/CPR (both) Certified Instructor shall receive a maximum of Seven Hundred and Fifty Dollars (\$750) per year incentive pay for each certificate held that is determined by the County Manager to be relevant to the needs and operations of the County. Those employees that hold a Fire Service Instructor 1 Certification shall receive a maximum Seven Hundred Fifty Dollars (\$750) per year incentive pay, Fire

Service Instructor 2 Certification shall receive a maximum of One Thousand dollars (\$1,000) per year incentive pay, and a Fire Service Instructor 3 shall receive a maximum of One Thousand Five Hundred dollars (\$1,500) per year incentive pay. All said employee shall provide records of trainings to HR within fifteen (15) days of completion of any class, along with documentation showing the names and dates of those who attended. Only those classes taught to current Union County employees and/or county volunteers shall count towards any incentive pay.

5. Those employees that hold an OSHA 30 certification shall receive a maximum of one thousand five hundred dollars (\$1,500) per year incentive pay while holding this certification. Said employees will work with the Safety Committee to ensure compliance with the standards set forth by OSHA.
6. Those employees who hold a New Mexico Certified Public Official Certification from the New Mexico State University New Mexico EDGE Program as of November 30 of each calendar year shall receive a maximum of Five Hundred Dollars (\$500) per year incentive pay.
7. Those employees who hold a New Mexico Certified Public Supervisor Certification from the New Mexico State University New Mexico EDGE Program as of November 30 of each calendar year shall receive a maximum of Five Hundred Dollars (\$500) per year incentive pay. This incentive is intended for supervisory positions only.
8. Those employees who hold a New Mexico Certified Public Manager Certification from the New Mexico State University New Mexico EDGE Program as of November 30 of each calendar year shall receive a maximum of Five Hundred Dollars (\$500) per year incentive pay. The incentive pay herein is available only for Department Heads, Undersheriff, or Chief Deputies.
9. Those employees who hold a Certified GIS Specialist, Certified Professional Risk Manager, Certified Public Finance Professional, Certified Treasury Certificate, Certified Public Assessment Officer, Certified Advocate for Public Ethics, Certified Human Resource Professional, Certified DWI Coordinator, Certified Tax Policy Professional, or Certified County Clerk shall receive a maximum of Five Hundred Dollars (\$500) per year incentive pay for each certification held that is relevant to their position with Union County.
10. In accordance with NMSA 1978, §4-39-4 and NMSA 1978, §4-39-5 Certified Appraisers in the County Assessor's office, including the County Assessor, shall receive a yearly incentive up to the following amounts:
  - a. An additional seven hundred fifty dollars (\$750) a year for holding an "Appraiser 1" certificate;
  - b. An additional one thousand seven hundred fifty dollars (\$1,750) a year for holding an "Appraiser 2" certificate;
  - c. An additional three thousand dollars (\$3,000) a year for holding an "Appraiser 3" certificate; and
  - d. An additional three thousand five hundred dollars (\$3,500) a year for holding an "Appraiser 4" certificate.

The Union County Assessor has authorized all incentives for the Union County Assessor's Office to be paid from the Union County Reappraisal Fund (499).



Said employee shall provide records of to HR within fifteen (15) days of notification of certification.

- 11. These incentive pays will only be available for Union County employees and no elected official, unless otherwise authorized by State Statute, shall be entitled to any incentive pay. Incentive pay is not available to employees who obtain certifications that are not relevant to his/her position, office or department. The amount of each employee's incentives will be determined as of that employee's status with Union County as of November 30<sup>th</sup> of each calendar year. Incentive checks will be paid to the individual by no later than December 21<sup>st</sup> of each calendar year. If proper documentation is not provided to HR and Payroll prior to November 30<sup>th</sup> of each calendar year, no incentive pay shall be paid for that year, unless specifically approved by the Board of County Commissioners. Certification Incentive Pay will be issued in a single check and is considered additional compensation not subject to PERA withholding.
- 12. The terms of this policy are contingent upon sufficient appropriations and authorization being made by the performance of this policy. If sufficient appropriations and authorization are not made any and all certification incentives shall terminate immediately and this policy shall be automatically suspended until adequate funding is appropriated. Employees are specifically advised not to rely on the compensation set forth in this policy to be reoccurring.

**PASSED, APPROVED AND ADOPTED** this 9<sup>th</sup> day of July, 2024.

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

**A T T E S T  
S E A L**

**By:**

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member



RESOLUTION #2025-12

A RESOLUTION AMENDING SECTION 10.4 ANNUAL LEAVE WITH PAY AND SECTION 10.5, 10.6, 10.7, 10.8, 10.9 SICK LEAVE WITH PAY 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 10.4 of the Personnel Policy Manual sets forth the County's policy for Annual Leave with Pay; and

WHEREAS, Sections 10.5, 10.6, 10.7, 10.8, and 10.9 of the Personnel Policy Manual sets forth the County's policy for Sick Leave with Pay; and

WHEREAS, the County has reevaluated this section and determined the following changes be made to Section 10.4 Annual Leave with Pay and Section 10.5, 10.6, 10.7, 10.8, and 10.9 Sick Leave with Pay to implement a Paid Time Off (PTO) policy.

10.4. PAID TIME OFF

Full-time, non-appointed County employees accrue annual leave according to the following schedule:

<u>Years of Service</u>	<u>Hours Accrued Per Month</u>	<u>Hours Accrued Per Year</u>
Date of hire to the end of the first year of employment	11 hours, 40 min. (40 hr. employees)	140 hrs.
Beginning of second to end of fifth year of employment	15 hours (40 hr. employees)	180 hrs.
Beginning of sixth year through the tenth year of employment	18 hours, 20 min. (40 hr. employees)	220 hrs.

Beginning the eleventh year of employment, and until termination of employment, full-time (40 hour/week) employees will receive Twelve (12) more hours of annual leave for every two additional years of service.

- A. An employee does not accrue PTO for time worked in excess of forty (40) hours per week.
- B. A part-time regular employee accrues PTO at 50% of the rate of a full-time (40 hour/week) employee.

- C. PTO will not be granted in advance of accrual.
- D. An employee may accumulate no more than three hundred twenty (320) hours of accrued PTO. If PTO is not taken after an employee accrues 320 hours it will be donated to the Union County Employee PTO Pool on a monthly basis unless the employee opts out in writing. During critical projects, the County Manager may grant a short-term variance to employees from this requirement.
- E. Upon termination from County employment, or taking office as an Elected Official, Chief Deputy, or appointed position, an employee shall be paid for the employee's unused PTO up to the maximum of 320 hours
- F. All eligible employees, including Probationary Employees, must request and obtain approval in advance to use of accrued PTO, except when unforeseeable or emergency circumstances prevent such a request.
- G. An employee may take PTO just before the employee's separation from County employment.
- H. Casual, Seasonal, Temporary, Elected Officials, Appointed, and Contract Employees do Accrue PTO.

**10.4.1 EMPLOYEE PTO DONATION POOL**

- A. Union County recognizes that employees may incur emergencies or other catastrophic events that result in a need for time off in excess of accrued or available PTO. To that end Union County has established the Union County Employee PTO Pool that is maintained by the HR Department.
- B. In addition to donations pursuant to Section 10.4 (D), employees may donate PTO to the Pool by submitting a written request to the HR Department for a specified amount, specified period of time or until otherwise directed by the employee.
- C. PTO donations are to the Pool, not to individual employees or specific departments, and must be whole hours and are accepted based on the donating

**10.5. SICK LEAVE REPEALED**

**10.6. SICK LEAVE AUTHORIZATION. REPEALED**

**10.7. MEDICAL CERTIFICATION. REPEALED**

**10.8. REPORTING SICK LEAVE. REPEALED**

**10.9. USE OF SICK LEAVE DURING PROBATIONARY PERIOD. REPEALED**

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

Passed, adopted, and effective this 9th day of July 2024, by the Board of County Commissioners of Union County.

**BOARD OF COMMISSIONERS OF UNION COUNTY**

\_\_\_\_\_  
Chairman

\_\_\_\_\_



Member

ATTEST

\_\_\_\_\_  
Member

\_\_\_\_\_  
County Clerk

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O 73159		TACONE CONSULTING	INV#2173 ACTIVE SHOOTER TRAINING 605-92-2010		2173	06/26/2024	29180	4625.00
	06/26/2024							
		LAW ENFORCEMENT P.F.						
01 O 73160		A & I CAR CARE	INV#S6-2794237 POLARIS BATTERY 415-68-2076		S6-2794237	06/20/2024	29080	160.84
	06/27/2024		INV#S2-2800164 12 VOLT BATTERY 408-45-2012		S2-2800164	06/27/2024	29080	339.34
		STATE FIRE ALLOTMENT						
01 O 73161		APIC SOLUTIONS INC	INV#16608 CUMMINS DUAL FUEL 604-88-2028		16608	06/26/2024	29071	6546.50
	06/27/2024		GENERATOR/INSTALLATION				29071	
		AMERICAN RESCUE PLAN						
01 O 73162		ATEF MOBILITY	CELL/TABLET SERVICE CM 401-02-2007		X06262024	06/25/2024	28816	91.08
	06/27/2024		CELL SERVICE 415-68-2076				28816	53.42
			CELL SERVICE 402-25-2007				28816	45.98
			CELL SERVICE 410-53-2025				28816	40.04
			CELL/TABLET SERVICE SO 401-08-2007				28816	675.82
			CELL SERVICE SO 401-08-2007		1X05262024	06/25/2024	28816	36.49
			CELL SERVICE CLERK 401-05-2007				28816	150.90
			CELL SERVICE DWI 426-75-2076				28816	32.92
			CELL SERVICE SO 401-08-2007		1X06262024	06/25/2024	28816	36.49
			CELL SERVICE CLERK 401-05-2007				28816	149.52
			CELL SERVICE DWI 426-75-2076				28816	20.95
		COUNTY MANAGER						
		RABBIT EAR	STATE FIRE ALLOTMENT 53.42 ROAD 45.98					
			LAW ENFORCEMENT 748.80 ELECTIONS 300.42					
		DWI STATE DISTRIBUTION						
01 O 73163		BOUND TREE MEDICAL, LLC	INV#85363683 STOP THE BLEED KIT 412-61-2076		85363683	06/26/2024	29056	191.72
	06/27/2024							
		CAPULIN EMS						
01 O 73164		BRADLEY SUPPLY	INV#113170 SUPPLY 402-25-2076		113170	06/26/2024	28832	49.99
	06/27/2024		INV#113219 NUTS/BOLTS 410-53-2076		113219	06/26/2024	28832	39.32
		ROAD						
01 O 73165		BRANDY THOMPSON	20% PER DIEM SUMMER CONFERENCE 401-02-2010		6202024	05/08/2024	29137	71.20
	06/27/2024							
		COUNTY MANAGER						
01 O 73166		BRENDA GREEN	20% PER DIEM SUMMER CONFERENCE 401-05-2010		6202024-4	05/13/2024	29139	66.80
	06/27/2024							
		ELECTIONS						



CK#	DATE	Name	Description	Line Item	Invoice #	DATE	FO #	Amount
01 O	06/27/2024	249.11	BRUCKNERS TRUCK SALES AMARILLO INV#XA101101651 EQUIPMENT REPAIR 402-25-2012		XA101101651	06/26/2024	29083	249.11
ROAD		249.11						
01 O	06/27/2024	3712.92	CDL TIRE AND AUTO SERVICE & REPAIRS ESC TRUCK	415-68-2076	6132024	06/19/2024	28856	3712.92
STATE FIRE ALLOTMENT		3712.92						
01 O	06/27/2024	71.20	20% PER DIEM SUMMER CONFERENCE	401-02-2010	6202024-2	05/08/2024	29136	71.20
COUNTY MANAGER		71.20						
01 O	06/27/2024	157.70	HOT WATER HEATER VALVE	401-03-2023	349	06/15/2024	29076	157.70
MAINT/OPER/BLDGS		157.70						
01 O	06/27/2024	535.00	SUMMER CONF - FY24 TRAVEL	401-01-2010	6182024	06/26/2024	28994	535.00
COMMISSIONERS		535.00						
01 O	06/27/2024	71.20	20% PER DIEM SUMMER CONF	401-05-2010	6202024-5	05/13/2024	29134	71.20
ELECTIONS		71.20						
01 O	06/27/2024	12500.00	GOLDEN SPREAD RURAL/FRONTIER FY24 ALLOCATION	401-01-2099	Q2-2024	06/24/2024	28917	12500.00
COMMISSIONERS		12500.00						
01 O	06/27/2024	490.83	GORDON'S BODY SHOP TAIL LIGHT & REMOVE DECALS	605-92-2012	5032024	06/26/2024	29113	490.83
LAW ENFORCEMENT P.F.		490.83						
01 O	06/27/2024	423.00	HEISER TIRE SERVICE INV#DALH362461 TIRES - SEMI	402-25-2043	DALH362461	06/24/2024	29178	423.00
ROAD		423.00						
01 O	06/27/2024	250.00	INK IMPRESSIONS, INC MIFI FOR DES MOINES POLLING	401-05-2019	6172024	06/24/2024	29107	250.00

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O 73177	06/27/2024	JOHN DEERE FINANCIAL		402-25-2013	2921363	06/24/2024	28803	7117.07
=====								
01 O 73178	06/27/2024	JUSTIN KEETH	PORT A POTTY	402-25-2076	1623	06/19/2024	28950	1566.00
01 O 73179	06/27/2024	KAUFMAN'S WEST	SEPTIC CLEAN OUT MAIN STATION	410-53-2076	1620	06/19/2024	28950	250.00
=====								
01 O 73180	06/27/2024	KENETREK, LLC	RABBIT EAR	250.00	9664LA	06/27/2024	28963	4716.80
=====								
01 O 73181	06/27/2024	LAW ENFORCEMENT P.F.	INVENTORY	605-92-2081	1172012	06/25/2024	29173	1499.28
=====								
01 O 73182	06/27/2024	LAW ENFORCEMENT P.F.	INVENTORY	401-05-2019	3007	06/24/2024	28955	539.38
=====								
01 O 73183	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85350	06/24/2024	28836	11.98
01 O 73184	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2012	85344	06/24/2024	28836	64.32
01 O 73185	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2012	85339	06/24/2024	28836	125.33
01 O 73186	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85360	06/24/2024	28836	139.32
01 O 73187	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2012	85447	06/24/2024	28836	52.28
01 O 73188	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85435	06/24/2024	28836	62.76
01 O 73189	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85454	06/24/2024	28836	125.52
01 O 73190	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2012	85473	06/24/2024	28836	5.26
01 O 73191	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85480	06/24/2024	28836	18.29
01 O 73192	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2012	85544	06/24/2024	28836	9.99
01 O 73193	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2012	85605	06/26/2024	28836	65.52
01 O 73194	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85606	06/26/2024	28836	157.50
01 O 73195	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85607	06/26/2024	28836	83.88
01 O 73196	06/27/2024	MC CLURES BIG J PARTS	INVENTORY	402-25-2076	85653	06/26/2024	28836	11.29
=====								
01 O 73197	06/27/2024	OFFICE DEPOT	PARADE SUPPLIES	410-54-2076	370287106001	06/20/2024	28968	255.12
=====								
01 O 73198	06/27/2024	RABBIT EAR FEES/DONATI						

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O 73184	06/27/2024	PANHANDLE BREATHING AIR SYSTEMS	INV#9004 NEW CYLINDERS	410-53-2012	9004	06/19/2024	29148	6230.00
RABBIT EAR	6230.00							
01 O 73185	06/27/2024	PITNEY BOWES GLOBAL FINANCIAL	QTR SERVICE CHARGE	401-02-2006	3319270389	06/20/2024	28802	465.00
COUNTY MANAGER	465.00							
01 O 73186	06/27/2024	PLATEAU	ACCT#2137628 ADMIN	401-02-2007	6222024	06/24/2024	28817	403.98
06/27/2024	1504.47		ACCT#2134211 ADMIN	401-02-2007			28817	269.46
			ACCT#2134211 ROAD	402-25-2007			28817	76.22
			ACCT#2123669 SEDAN FD	408-45-2025			28817	125.41
			ACCT#2126092 SHERIFF OFFICE	401-08-2007			28817	348.89
			ACCT#2216703 AMISTAD FD	409-49-2025			28817	44.36
			ACCT#3224008 REFD	410-53-2025			28817	117.74
			ACCT#2118743 REFD	410-53-2025			28817	118.41
COUNTY MANAGER	673.44	ROAD	76.22	SEDAN				125.41
LAW ENFORCEMENT	348.89	AMISTAD/HAYDEN	44.36	RABBIT EAR				236.15
01 O 73187	06/27/2024	QUILL CORPORATION	OFFICE SUPPLIES	401-06-2009	39028758	06/19/2024	28828	48.39
PROPERTY ASSESSMENTS	48.39							
01 O 73188	06/27/2024	RICARDO TRUJILLO	CLEANING SERVICES	401-03-2101	6-2024	06/26/2024	28873	1500.00
MAINT/OPER/BLDGS	1500.00							
01 O 73189	06/27/2024	RICOH USA, INC	MANAGER LEASE	401-02-2013	9032610608	06/26/2024	28837	148.97
591.72			SHERIFF LEASE	401-08-2013			28837	150.18
			SHERIFF PRINTER LEASE	401-08-2013			28837	16.40
			CLERK LEASE	401-04-2013			28837	178.82
			TREASURER LEASE	401-07-2013			28837	97.35
COUNTY MANAGER	148.97	LAW ENFORCEMENT	166.58	RECORDING/FILING				178.82
COLLECTIONS	97.35							
01 O 73190	06/27/2024	SHARON LOERA	PER DIEM SUMMER CONFERENCE	401-09-2010	6202024-1	05/08/2024	29135	107.00
PROBATE JUDGE	107.00							
01 O 73191	06/27/2024	THE IT GUY	REMOTE MGMT/TECH ASSIST	401-06-2102	452	06/27/2024	28806	168.29
8799.45			REMOTE MGMT/TECH ASSIST	426-75-2076			28806	42.07
			REMOTE MGMT/TECH ASSIST	415-68-2076			28806	42.07
			REMOTE MGMT/TECH ASSIST	401-02-2102			28806	126.21

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			REMOTE MGMT/TECH ASSIST	410-53-2076	/	/	28806	84.14
			ANTI VIRUS/TECH ASSIST	402-25-2076	/	/	28806	32.36
			REMOTE MGMT/TECH ASSIST	401-07-2102	/	/	28806	84.14
			NETWORK CONTROL ADMIN BUILDING	604-88-2101	/	/	28806	625.00
			INV#0454 REMOTE MGMT/TECH ASSIST	401-04-2102	454	06/27/2024	28806	252.43
			REMOTE MGMT/TECH ASSIST	401-08-2102	451	06/27/2024	28806	449.84
			WIFI FOR SO AT COURTHOUSE	604-88-2101	/	/	28806	340.00
			TV WALL MOUNT AT COURTHOUSE	401-08-2102	/	/	28806	502.40
			0365 CHRISTAIN LAPTOP	401-08-2102	/	/	28806	150.00
			DESKTOP & 2 MONITORS - CURTIS	401-08-2102	/	/	28806	1800.00
			INV#0431 REMOTE MGMT/TECH ASSIST	401-04-2102	431	06/27/2024	28806	252.43
			INV#444 REMOTE MGMT/TECH ASSIST	401-04-2102	444	06/27/2024	28806	290.19
			INV#428 REMOTE MGMT/TECH ASSIST	401-08-2102	428	06/27/2024	28806	336.57
			INV#442 REMOTE MGMT/TECH ASSIST	401-08-2102	442	06/27/2024	28806	336.57
			ANTI VIRUS/TECH ASSIST	402-25-2076	430	06/27/2024	28806	10.79
			REMOTE MGMT/TECH ASSIST	401-07-2102	/	/	28806	84.14
			REMOTE MGMT/TECH ASSIST	401-06-2102	/	/	28806	168.29
			REMOTE MGMT/TECH ASSIST	426-75-2076	/	/	28806	42.07
			REMOTE MGMT/TECH ASSIST	415-68-2076	/	/	28806	42.07
			REMOTE MGMT/TECH ASSIST	401-02-2102	/	/	28806	126.21
			REMOTE MGMT/TECH ASSIST	410-53-2076	/	/	28806	84.14
			ANTI VIRUS/TECH ASSIST	402-25-2076	443	06/27/2024	28806	10.79
			REMOTE MGMT/TECH ASSIST	401-07-2102	/	/	28806	159.65
			REMOTE MGMT/TECH ASSIST	401-06-2102	/	/	28806	319.32
			REMOTE MGMT/TECH ASSIST	401-02-2102	/	/	28806	42.07
			REMOTE MGMT/TECH ASSIST	415-68-2076	/	/	28806	42.07
			REMOTE MGMT/TECH ASSIST	401-02-2102	/	/	28806	314.99
			REMOTE MGMT/TECH ASSIST	410-53-2076	/	/	28806	84.14
			INV#443 DELL I5 PROCESSOR	401-02-2081	443-1	06/27/2024	29084	1354.00
			PROPERTY ASSESSMENTS	655.90				
			COUNTY MANAGER	1963.48				
			COLLECTIONS	327.93				
			LAW ENFORCEMENT	3575.38				
			THE LOCAL HIVE					
			560.00					
			06/27/2024					
			COMMISSIONERS	560.00				
			TIMECLOCK PLUS, LLC.					
			518.82					
			06/27/2024					
			AMERICAN RESCUE PLAN	518.82				
			TOWN OF CLAYTON					
			9613.04					
			06/27/2024					
			EMERGENCY SERVICES GOR	8578.04				
			SEDAN	1035.00				
			01 O 73195					
			1553.50					
			06/27/2024					
			DISPATCH	500-81-2112	6012024	06/19/2024	28785	8578.04
			CPR/FIRST AID CLASS	408-45-2076	55.4.2024	06/27/2024	28785	1035.00
			EPSON T1702359 PRINTER	401-07-2081	1702259	06/26/2024	28779	1553.50
			AMERICAN RESCUE PLAN	518.82				
			560.00					
			06/27/2024					
			COMMISSIONERS	560.00				
			TIMECLOCK PLUS, LLC.					
			518.82					
			06/27/2024					
			AMERICAN RESCUE PLAN	518.82				
			TOWN OF CLAYTON					
			9613.04					
			06/27/2024					
			EMERGENCY SERVICES GOR	8578.04				
			SEDAN	1035.00				
			01 O 73195					
			1553.50					
			06/27/2024					

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COLLECTIONS	1553.50							
01 O 73196	1456.32	TYLER TECHNOLOGIES, INC.	INSTALLATION ASSESSORS OFFICE	604-88-2028	25-469271	06/19/2024	28913	1456.32
	06/27/2024							
AMERICAN RESCUE PLAN	1456.32							
01 O 73197	1509.39	UNION COUNTY LEADER	INV#45110 ELECTION BOARD	401-05-2104	45110	06/24/2024	28909	115.78
	06/27/2024		INV#45193 NOTICE OF ELECTION 24	401-05-2104	45193	06/24/2024	28909	1080.58
			INV#45154 24 PRIMARY ELECTION AD	401-05-2008	45254	06/24/2024	28909	171.52
			INV#45182 PRIMARY ELECTION AD	401-05-2008	45182	06/24/2024	28909	141.51
ELECTIONS	1509.39							
01 O 73198	970.88	UNIVERSAL INVESTIGATION SERVICE	UNIVERSAL INVESTIGATION SERVICE#8350 BACKGROUND CHECKS	401-08-2036	8350	06/27/2024	28818	970.88
	06/27/2024							
LAW ENFORCEMENT	970.88							
01 O 73199	882.38	WARREN CAT	GASKET AND RESEAL BLADE	402-25-2012	W0060064865	06/19/2024	29177	605.24
	06/27/2024		INV#PS060113559 SUPPLIES/PARTS	402-25-2012	PS060113559	06/19/2024	29177	277.14
ROAD	882.38							
01 O 73200	378.98	4 RIVERS EQUIPMENT	INV#1636413 SUPPLIES	402-25-2012	1636413	06/19/2024	28882	378.98
	06/27/2024							
ROAD	378.98							
42	85451.51	/	TOTAL					

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
K-06052442	AAA FIREPRO OF NEW MEXICO INC	INV#K-06052442 PUMP MONITOR	407412012	29053	4926.10
4926.10	TOT\$				
	PAID				
4926.10	BAL				631.82
20240630	LAW OFFICE OF STEPHEN ROSS	ATTORNEY SERVICES	401012101	29228	
631.82	TOT\$				
	PAID				
631.82	BAL				350.00
2518	NOBLE SOFTWARE GROUP LLC	INV#2518 ANNUAL HOSTED CASE MNGR 426752076		29235	
350.00	TOT\$				
	PAID				
350.00	BAL				47.91
7012024	PTCI	SEVICE ACCT#196023	410532025	29198	
47.91	TOT\$				
	PAID				
47.91	BAL				731.25
6302024	SHARON LOERA	PREVENTION SERVICES	426752101	29222	
731.25	TOT\$				
	PAID				
731.25	BAL				9.79
20127	SOUTHWESTERN ELECTRIC	ACCT#211115001 SHERIFF SUB	401032025	29194	
1478.28	TOT\$				
	PAID				
1478.28	BAL				154.35
					56.75
					29.16
					84.30
					61.54
					79.79
					64.75
					218.92
					56.75
					111.49
					149.90
					71.15
					180.49
					66.19
					102.54
25007	TRI-STATE RECYCLING LLC	INV#25007 DUMPSTER SERVICE WEEK	411572025	29234	
379.12	TOT\$				
	PAID				
379.12	BAL				82.00
24646	TRI-STATE RECYCLING LLC	INV#24646 DUMPSTER SRVC BI-WEEK	409492025	29234	
82.00	TOT\$				
	PAID				
82.00	BAL				1318.93
					1245.70
					1318.93
1091311:10	TRIADIC	INV#1091311:10 NETWORK SERVICES	401072013	29226	
3883.56	TOT\$				
	PAID				
3883.56	BAL				3883.56
					0471
					88031
					0471

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
2850174541	UNIFIRST	INV#2850174541 MONTHLY SERVICE	401032046	29199	50.25
50.25	TOT\$				
50.25	PAID				
50.25	BAL				
-----					
7032024	PO BOX 600	INMATE HOUSING	424772307	29237	31920.00
33125.74	TOT\$				
33125.74	PAID				
33125.74	BAL				
-----					
98033199	WEX BANK	INMATE PHARMACY	424772018	29237	1205.74
15721.33	TOT\$				
15721.33	PAID				
15721.33	BAL				
-----					
240613	2-U MOBILE TESTING	FUEL - CM	401022011	29236	75.59
1069.74	TOT\$				
1069.74	PAID				
1069.74	BAL				
-----					
240611	2-U MOBILE TESTING	FUEL - MAINTENANCE	401032011	29236	46.30
2200.27	TOT\$				
2200.27	PAID				
2200.27	BAL				
-----					
240614	2-U MOBILE TESTING	FUEL - SHERIFF	401082011	29236	1829.43
2574.06	TOT\$				
2574.06	PAID				
2574.06	BAL				
-----					
240612	2-U MOBILE TESTING	FUEL - ROAD DEPT	402252044	29236	12789.56
1236.89	TOT\$				
1236.89	PAID				
1236.89	BAL				
-----					
240611	2-U MOBILE TESTING	FUEL - ELECTIONS	401052010	29236	165.48
2200.27	TOT\$				
2200.27	PAID				
2200.27	BAL				
-----					
240614	2-U MOBILE TESTING	FUEL - REFD	410532076	29236	440.80
2574.06	TOT\$				
2574.06	PAID				
2574.06	BAL				
-----					
240612	2-U MOBILE TESTING	FUEL - FC	415682076	29236	216.13
1236.89	TOT\$				
1236.89	PAID				
1236.89	BAL				
-----					
240611	2-U MOBILE TESTING	FUEL - CAPULIN FD	407412076	29236	31.01
2200.27	TOT\$				
2200.27	PAID				
2200.27	BAL				
-----					
240614	2-U MOBILE TESTING	FUEL - GRENVILLE	411572076	29236	106.30
2574.06	TOT\$				
2574.06	PAID				
2574.06	BAL				
-----					
240612	2-U MOBILE TESTING	FUEL - CAPULIN	412612076	29236	20.73
1236.89	TOT\$				
1236.89	PAID				
1236.89	BAL				
-----					
240613	2-U MOBILE TESTING	INV#240613 HOSE TESTING	409492076	29216	1069.74
1069.74	TOT\$				
1069.74	PAID				
1069.74	BAL				
-----					
240611	2-U MOBILE TESTING	INV#240611 HOSE TESTING	407412076	29216	2200.27
2200.27	TOT\$				
2200.27	PAID				
2200.27	BAL				
-----					
240614	2-U MOBILE TESTING	INV#240614 HOSE TESTING	410532076	29216	2574.06
2574.06	TOT\$				
2574.06	PAID				
2574.06	BAL				
-----					
240612	2-U MOBILE TESTING	INV#240612 HOSE TESTING	411572076	29216	1236.89
1236.89	TOT\$				
1236.89	PAID				
1236.89	BAL				
-----					

\*\*\*TOTAL INVOICING\*\*\* 68488.32



**STATE OF NEW MEXICO  
COUNTY OF UNION  
RESOLUTION NO. 2025-13**

**2024 FINAL QUARTER FINANCIAL REPORT  
YEAR ENDING JUNE 30, 2024**

**WHEREAS**, the Governing Board in and for the County of Union, State of New Mexico has developed a budget for fiscal year 2023-2024; and

**WHEREAS**, the final quarterly report has been reviewed and approved to ensure the accuracy of the beginning balances used on the FY 2025 budget; and

**WHEREAS**, it is hereby certified that the contents in this report are true and correct to the best of our knowledge and that this report depicts all funds for fiscal year 2024.

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the Board of County Commissioners, County of Union, State of New Mexico hereby approves the final quarterly report for FY 2024 hereinafter described as Attachment "A" and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

Resolved: In the Regular Board Meeting this 9<sup>th</sup> day of July, 2024.

**UNION BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Clayton Kiesling, Chairman

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
Lloyd Miller, Member

ATTEST:

\_\_\_\_\_  
County Clerk

**STATE OF NEW MEXICO  
COUNTY OF UNION  
RESOLUTION NO. 2025-14**

**2024-2025 BUDGET ADOPTION**

**WHEREAS,** the Governing Board in and for the County of Union, State of New Mexico has developed a budget for fiscal year 2024–2025; and

**WHEREAS,** said budget was developed on the basis of need and available resources through cooperation with all users, departments, elected officials and other department supervisors; and

**WHEREAS,** the interim version of the budget has been reviewed by Local Government Division of the New Mexico Department of Finance and Administration; and

**WHEREAS,** it is the majority opinion of this Board that the proposed budget meets the requirements as currently determined for fiscal year 2024-2025.

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the Board of County Commissioners, County of Union, State of New Mexico hereby adopts the budget hereinafter described as Attachment “A” and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

Resolved: In the Regular Board Session this 9<sup>th</sup> day of July, 2024.

**UNION BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Clayton Kiesling, Chairman

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
Lloyd Miller, Member

ATTEST:

\_\_\_\_\_  
County Clerk

**UNION COUNTY  
RESOLUTION NO. 2025-15**

**ADOPTING AN INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)**

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

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

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

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

**NOW THEREFORE, BE IT RESOLVED BY THE COUNTY OF UNION** that:

1. Union County has adopted the attached Infrastructure Capital Improvement Plan, and
2. It is intended that the Plan be a working document and is the first of many steps toward improving rational, long-term capital planning and budgeting for the County's infrastructure.
3. This resolution supersedes Resolution No. 2024-10

**DONE AND RESOLVED** this 9th day of July, 2024.

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

\_\_\_\_\_  
Clayton Kiesling, Chairman

ATTEST:

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
W. Carr Vincent, Member

\_\_\_\_\_  
Lloyd Miller, Member



407 Galisteo St,  
Santa Fe, NM 87501  
(505) 827-4985

Governor Michelle Lujan Grisham  
Cabinet Secretary Wayne Propst

Local Government Division  
Jeannette Gallegos, Acting Division Director

June 25, 2024

The Honorable Clay Kiesling  
Union County  
200 Court Street  
Clayton, NM 88415

Dear Commissioner, Kiesling:

In accordance with Section 6-6-2B NMSA 1978, the Department of Finance and Administration, Local Government Division (LGD) has examined the proposed budget of your local government entity for Fiscal Year 2024-25 and hereby grants approval and certification for use. Sufficient resources appear to be available to cover proposed budgeted expenditures. However, we must point out that the final approval will be certified no later than the first Monday of September 2024.

Approval and certification of your final budget is contingent upon submission of the following by no later than **July 31, 2024**:

- A resolution adopting the 2024-25 operating budget.
- June 30, 2024 (4<sup>th</sup>) quarter financial report.
- A resolution approving the June 30, 2024 (4<sup>th</sup> quarter) financial report.
- Debt service schedule which reconciles with budgeted amounts.
- Property Tax Revenue schedule which reconciles with budgeted amounts.
- Revenue checklist by fund which reconciles with budgeted amounts.
- Investment Schedule.
- S-2 Insurance Schedule.
- Budget Work Plan questionnaire.
- Salary & Personnel Schedule.
- S-5 Detail of Non-Budgeted Reserve Requirements.
- Revised unaudited beginning cash balances as of July 1, 2024, that agree with ending cash balances as of June 30, 2024, per the 4th quarter financial report.
- To avoid reporting negative unaudited beginning cash balances for any Fund (if negative balances exist on June 30<sup>th</sup>) it is highly recommended that a final budget adjustment resolution (BAR) must be prepared, approved, and submitted by the July 31<sup>st</sup> deadline with temporary transfers from General Fund to any Fund showing a negative beginning cash balance.
- Adjustments/revisions discussed with staff (attached).

Please note final budget certification will be "conditional" if one or both of the following situations apply:

- Pursuant to the *Budget Certification of Local Public Bodies* rule 2.2.3 NMAC if your entity's Fiscal Year 2023 audit has not been filed with the Office of the State Auditor; and/or
- Pursuant to Section 6-6-2K NMSA 1978 if your entity's Fiscal Year 2024-25 budget was not submitted on the Local Government Budget Management System (LGBMS)



**New Mexico**  
**Department of Finance**  
**and Administration**

**407 Galisteo St,**  
**Santa Fe, NM 87501**  
**(505) 827-4985**

**Governor Michelle Lujan Grisham**  
**Cabinet Secretary Wayne Propst**

**Local Government Division**  
**Jeannette Gallegos, Acting Division Director**

If you have questions regarding this matter, please call [Joshua Silva](tel:505-470-1786) of my staff at [505-470-1786](tel:505-470-1786), or via email at [Joshua.Silva@dfa.nm.gov](mailto:Joshua.Silva@dfa.nm.gov).

Sincerely,

DocuSigned by:

*Jeannette Gallegos*

020E740B753A4C1...

Jeannette Gallegos, Acting Division Director  
Local Government Division

xc: file





New Mexico  
Department of Finance  
and Administration

407 Galisteo St,  
Santa Fe, NM 87501  
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Cabinet Secretary Wayne Propst

Local Government Division  
Jeannette Gallegos, Acting Division Director

Union County

FUND	EXPLANATION
Debt	Verify and adjust detailed budget document to agree with amounts listed on the Debt Schedule.
GRT	Verify, and adjust, if necessary, Gross Receipts Tax Revenue to accommodate budgeted expenditures. Revenue increases should be explained under "comments" on LGBMS on the final budget.
Property Tax	Verify, and adjust, if necessary, Property Tax Revenue to accommodate budgeted expenditures.
LER & LERR	The Q4 data in LGBMS must reconcile with the final report that is submitted to Bianca Quintana. LER & LERR distribution must be expended on or before June 30 <sup>th</sup> , 2024. Any cash balance will require to be reverted to DFA. If you have any questions on these two funds, please contact Bianca Quintana at <a href="mailto:bianca.quintana@dfa.nm.gov">bianca.quintana@dfa.nm.gov</a> .

**NOTE:**

Please note that the General Fund cash balance is being depleted by **-20.57%**. If not addressed in the interim prior to final budget submission, the governing body will be warned of this occurrence in the final budget approval letter.

**Please ensure Debt Related Budget Items balance in Final Budget Column and Sum Debt Details Column. Attach amortization schedule and all debt supporting documentation.**



# NM C-PACE Program



## What is C-PACE?

- Commercial Property Assessed Clean Energy (C-PACE) is an alternative source of financing for improvements to commercial properties.
- Eligible properties include: any privately-owned commercial, agricultural, industrial, or multi-family property of five or more dwelling units. This includes properties owned by a not-for-profit organization.
- Covers the direct and indirect costs related to reducing energy or water consumption, generating renewable energy, or building resiliency.
- Over 90 C-PACE lenders and \$6.3 billion funded on over 3,200 commercial properties across the US.







## How to establish the program?

- States authorize C-PACE programs by statute. This was done in New Mexico through the Improvement Special Assessment Act enacted in 2023 via House Bill 228.
- Counties and Municipalities need to opt in to the program via ordinance (or resolution for Municipalities) so that projects within their jurisdiction can use it.
- Adelante Consulting has been contracted by NM EDD to serve as statewide program administrator for the C-PACE Program.
- C-PACE Capital providers provide funds without any public dollars or subsidy.

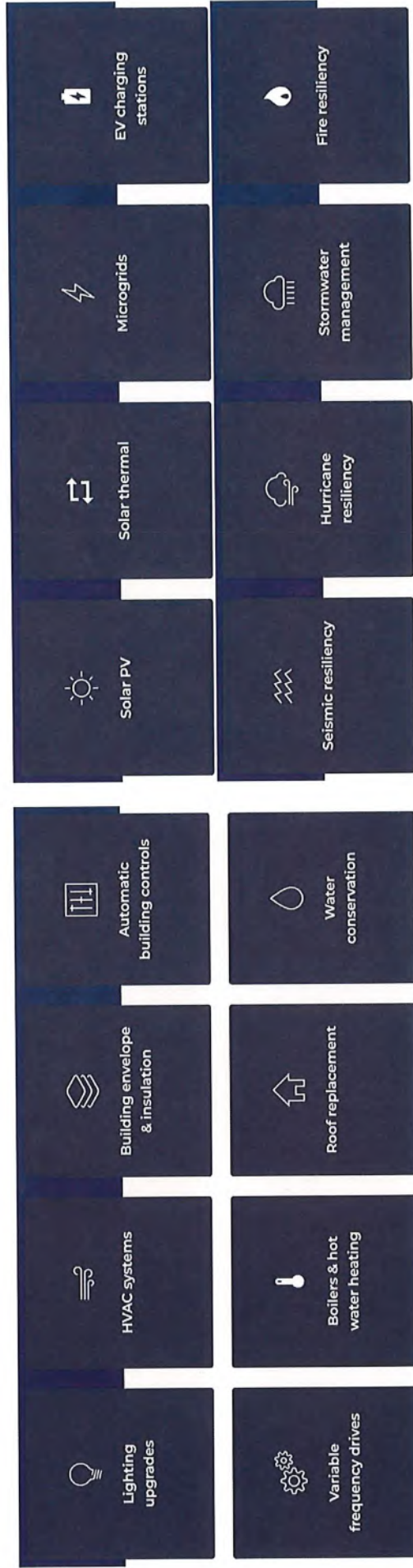


## C-PACE Financing Process

1. Define the project and the portion eligible for C-PACE financing
2. The property owner and capital provider negotiate financial terms
3. Obtain a technical analysis of the project's utility savings
4. Obtain the consent of other lienholders on the property
5. The property owner/capital provider submits their application to the program administrator
6. The County signs and records 3 closing documents once a project application is approved
7. Payments are billed and collected by the capital provider but enforced like property taxes



# Typical Measures Funded by C-PACE







## General C-PACE Benefits

- Financing for 100% of direct and indirect costs;
- Fixed interest rates;
- Up to 30 years to repay;
- Secured by a property lien (not a personal guarantee); and
- Non-acceleratable in the event of default.



## Benefits for Property Owners/Developers

- Overcome the up-front costs of a potential project
- Increase property value
- Lower operating costs through energy efficiency
- Special assessment is transferable upon sale



## Benefits for County/Municipal Governments

- More jobs are created
- Local building stock value is enhanced
- Carbon footprint of buildings is reduced
- Resiliency of buildings is improved
- Higher property tax payments



## Benefits for Capital Providers

- Stronger security for investors due to repayment via property tax bill
- Increased collateral value
- Increased cash flow





## Benefits for Existing Lienholders

- Enhance property value
- Improve building's longevity
- See collateral improved without increase in credit risk
- Financing only permitted with consent of all existing lienholders

## Frequently Asked Questions

- Q: Seniority of lienholders?
- A: From the statute - Written consent from any holder of a lien, mortgage or security interest in the real property that the property may participate in the program and that the special assessment lien shall have priority superior to all liens, claims and titles except a lien for general ad valorem property taxes or an improvement district lien that is coequal to property taxes.
- Q: Liability for local government?
- A: From the statute - A county is not liable in any way for the debt of the property owner, is not a third-party obligor and is not pledging or lending its credit to the property owner or the capital provider.



## Frequently Asked Questions

- Q: Who is responsible for the billing and collection of loans?
- A: From the guidebook - Billing, collection, and enforcement of delinquent Improvement Special Assessment Liens or Improvement Special Assessment financing installment payments, including foreclosure, are the responsibility of the Capital Provider.
- Q: How are interest rates determined?
- A: From the guidebook - Interest rates are negotiated in a Special Assessment Financing Agreement between the Property Owner and the Capital Provider.





## Frequently Asked Questions

- Q: What are the administrative fees associated with C-PACE?
- A: The Program Administrator's fees are outlined in the program guidebook and are paid at closing along with any required fees by the County for signing and recording the closing documents.
- Q: What is the responsibility of the program administrator?
- A: Responsibilities include:
  - Supporting interested Counties/Municipalities to opt in
  - Processing all project applications
  - Providing educational outreach and answering C-PACE questions for any interested stakeholders
  - Providing semi-annual reports on the C-PACE financing loan portfolio



## Updates for New Mexico

- Counties connected with: Bernalillo, Doña Ana, Santa Fe, Sandoval, Valencia, McKinley, Curry, Taos, and Los Alamos.
- Bernalillo County introduced their C-PACE ordinance on April 9th, 2024 and final adoption is expected on May 28th.
- Albuquerque to introduce their resolution on May 20th, 2024.
- The NM C-PACE website is launched: [www.nmcpace.com](http://www.nmcpace.com)
- Connected to 9 out-of-state capital providers with C-PACE financing experience
- Reaching out to credit unions & other local financial institutions



## Contact Information

- Email: [info@nmcpace.com](mailto:info@nmcpace.com) or [echristensen@adelanteconsulting.com](mailto:echristensen@adelanteconsulting.com)
- Phone: (505) 788-7117
- Website: [www.nmcpace.com](http://www.nmcpace.com)

**BERNALILLO COUNTY, NEW MEXICO**  
**NOTICE OF INTENT TO ADOPT ORDINANCE**

NOTICE IS HEREBY GIVEN of the title and general subject matter contained in an ordinance which the Board of County Commissioners of Bernalillo County, New Mexico, the governing body of the County, intends to adopt at a regular meeting on May 14, 2024, at the hour of 5:00 p.m. relating to the enactment of an Improvement Special Assessment Program within the County.

NMSA 1978, Section 4-55D-1 et seq. (the “Improvement Special Assessment Act”) authorizes counties to establish an Improvement Special Assessment program to allow free and willing owners of agricultural, commercial, and industrial properties, and of multifamily residential properties with five or more dwelling units to obtain affordable, long-term financing for qualifying improvements, including energy efficiency, water conservation, renewable energy, and resiliency measures such as flood mitigation, stormwater management, wildfire and wind resistance, fire suppression, energy storage, and microgrids. Repayment of loans for Improvement Special Assessment qualifying improvements requires a voluntary assessment on the property, secured by a county lien, and assigned to a Capital Provider for the administrative aspects of billing, collecting on and enforcing the lien, without financial liability to the county and without the creation of a personal debt obligation to the Property Owner. The obligation is instead carried by the property and remains with the property until repaid, regardless of any potential transfer of property ownership.

All meetings will take place in the Ken Sanchez Commission Chambers in the Bernalillo County @ Alvarado Square building located at 415 Silver Ave. SW, Albuquerque, NM 87102 unless otherwise stated. A printed agenda for each meeting will be available at the customer service desk on the 1st floor at least 72 hours prior to the meeting unless it is a weekend, in which case the agenda will be available by 4 p.m. on the Friday prior to the meeting. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter or any form of auxiliary aid or service to attend or participate in the hearing(s) or meeting(s), please contact the Commission Administrator at (505) 468-7083 or TDD (505) 468-7088 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Commission Administrator at either of the above numbers if a summary or other type of accessible format is needed.

The title (subject to amendment or substitution) of the Ordinance is:

**BERNALILLO COUNTY, NEW MEXICO**  
**ORDINANCE NO. 2024-**

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BERNALILLO COUNTY, NEW MEXICO, ENACTING AN IMPROVEMENT SPECIAL ASSESSMENT PROGRAM WITHIN BERNALILLO COUNTY; DESIGNATING OFFICIAL OR OFFICIALS TO ADMINISTER THE PROGRAM AND EXECUTE NECESSARY DOCUMENTS TO ENABLE SPECIAL ASSESSMENT FINANCING WITHIN BERNALILLO COUNTY; APPROVING THE PROGRAM GUIDEBOOK AND RELATED DOCUMENTS REQUIRED TO IMPLEMENT THE PROGRAM; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO.

A general summary of the Ordinance is contained in its title. Complete copies of the proposed Ordinance will be on file and available for inspection at the offices of the County Clerk during regular business hours.

Dated this 9th day of April 2024.

COUNTY OF BERNALILLO NEW MEXICO

By: Linda Stover, County Clerk



1 BERNALILLO COUNTY

2 BOARD OF COUNTY COMMISSIONERS

3 ORDINANCE NO. 2024-

4 AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF  
5 BERNALILLO COUNTY, NEW MEXICO, ENACTING AN IMPROVEMENT  
6 SPECIAL ASSESSMENT PROGRAM WITHIN BERNALILLO COUNTY;  
7 DESIGNATING OFFICIAL OR OFFICIALS TO ADMINISTER THE  
8 PROGRAM AND EXECUTE NECESSARY DOCUMENTS TO ENABLE  
9 SPECIAL ASSESSMENT FINANCING WITHIN BERNALILLO COUNTY;  
10 APPROVING THE PROGRAM GUIDEBOOK AND RELATED DOCUMENTS  
11 REQUIRED TO IMPLEMENT THE PROGRAM; AND PROVIDING FOR  
12 OTHER MATTERS PROPERLY RELATING THERETO.

13 **WHEREAS**, in 2023, the New Mexico legislature passed the Improvement Special  
14 Assessment Act, NMSA 1978, Section 4-55D-1 through 4-55D-10 (the “Act”), which allows  
15 counties to establish Improvement Special Assessment programs;

16 **WHEREAS**, the Act allows owners of eligible commercial property to obtain long-term  
17 financing from private Capital Providers for qualifying energy efficiency, renewable energy, water  
18 conservation, and resiliency improvements for qualifying buildings;

19 **WHEREAS**, the Act allows individual counties to create Improvement Special  
20 Assessment programs to allow buildings to become more efficient and resilient;

21 **WHEREAS**, the New Mexico Economic Development Department has made available a  
22 program guidebook in conformance with the requirements of the Act.

23 **WHEREAS**, voluntary Special Assessment Financing is secured by a senior lien on the  
24 property recorded by the County and repaid to the Capital Provider (defined below) through the  
25 levy of a voluntary assessment collected by the Capital Provider;

26 **WHEREAS**, property taxes assessed by the County on eligible property benefited by  
27 improvements remain superior to the Special Assessment Lien (defined below);

28 **WHEREAS**, assessments for Special Assessment Financing is non-accelerating, meaning  
29 only current or past due payments can be collected, while future payments are the responsibility  
30 of whomever owns the property at the time;

31 **WHEREAS**, the Improvement Special Assessment repayment obligation transfers  
32 automatically to the next owner if the property is sold, spreading the cost of qualifying  
33 improvements over the useful life of the measures; and

1           **NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY**  
2           **COMMISSIONERS OF BERNALILLO COUNTY, NEW MEXICO:**

3           **SECTION 1: Definitions**

4           The definitions in this section apply throughout this Ordinance unless the context clearly requires  
5           otherwise.

- 6           (1)       “Application Checklist” means the list of items in a Project Application required  
7                    by the Act, this Ordinance, and the Program Guidebook, and the corresponding  
8                    documentation that the County accepts in order to show the application  
9                    requirements are met.
- 10          (2)       “Capital Provider” means a private entity or its designee, successor or assigns that  
11                   finances or refinances an Eligible Improvement pursuant to the Act;
- 12          (3)       “County” means Bernalillo County;
- 13          (4)       “Eligible Improvement” means a permanently affixed Energy Efficiency  
14                   Improvement, Renewable Energy Improvement, Water Conservation Improvement  
15                   or Resiliency Improvement installed on Eligible Property as part of the construction  
16                   or renovation of the property;
- 17          (5)       “Eligible Property” means privately owned commercial, industrial, or agricultural  
18                   or nonprofit real property or multifamily residential real property with five or more  
19                   dwelling units, including real property owned by an entity formally recognized as  
20                   tax exempt pursuant to the Internal Revenue Code of 1986, as amended. Eligible  
21                   Property may include ground leases on Eligible Property;
- 22          (6)       “Energy Efficiency Improvement” means measures, equipment or devices that  
23                   result in a decrease in consumption of or demand for electricity or natural gas;
- 24          (7)       “local government” means a municipality, county or other general function  
25                   governmental unit established by state law;
- 26          (8)       “municipal” or “municipality” means any incorporated city, town or village,  
27                   whether incorporated under general act, special act or special charter, incorporated  
28                   counties and H class counties;
- 29          (9)       “Ordinance” means this ordinance adopted by the County pursuant to the Act to  
30                   establish a program within the Region;

- 1 (10) “Program” means the Special Assessment program established under this  
2 Ordinance;
- 3 (11) “Program Administrator” means Adelante Consulting Inc., which has a contract  
4 with the State to administer the Program at no cost to the County and which is  
5 hereby designated by the County to administer the program in Bernalillo County;
- 6 (12) “Program Guidebook” means the comprehensive document that is adopted under  
7 this Ordinance and is substantively in the form of Program Guidebook made  
8 available by the New Mexico Department of Economic Development.
- 9 (13) “Project Application” means an application submitted to the Program  
10 Administrator to demonstrate that a proposed project qualifies for Special  
11 Assessment Financing pursuant to the Program;
- 12 (14) “Region” means the geographical area designated pursuant to Section 2 of this  
13 Ordinance for the Program;
- 14 (15) “Renewable Energy Improvement” means an energy system that generates energy  
15 by use of low- or zero-emissions generation technology with substantial long-term  
16 production, including solar, wind and geothermal resources, fuel cell equipment  
17 using an electrochemical process to generate electricity and heat or biomass  
18 resources;
- 19 (16) “Resiliency Improvement” means improvements that increase the resilience of a  
20 property, including air quality, flood mitigation, storm water management, energy  
21 storage and microgrids, alternative vehicle charging infrastructure, fire or wind  
22 resistance or inundation adaptation;
- 23 (17) “Special Assessment” means a voluntary assessment imposed on a property  
24 pursuant to the Act for the total amount of Special Assessment Financing together  
25 with interest, penalties, fees and charges related thereto;
- 26 (18) “Special Assessment Financing Agreement” means a voluntary agreement between  
27 the County and the property owner to allow a County to place an assessment on the  
28 property owner’s property to repay Special Assessment Financing pursuant to the  
29 Act;
- 30 (19) “Special Assessment Assignable Certificate” means a document assigning a  
31 Special Assessment Lien from the County to a Capital Provider in an amount not

1 to exceed the amount of the Special Assessment Financing for the term of the  
2 Special Assessment Lien;

3 (20) “Special Assessment Financing” means the total amount of financing provided by  
4 a Capital Provider pursuant to a Special Assessment Financing Agreement,  
5 including accrual of interest and penalties, charges, fees, and cost of enforcement  
6 of a Special Assessment Lien; The Special Assessment Financing for a Eligible  
7 Improvement may authorize the Property Owner to (a) purchase directly the related  
8 equipment and materials for the installation or modification of an Eligible  
9 Improvement; and (b) contract directly, including through lease, power purchase  
10 agreement, or other service contract, for the installation or modification of a  
11 Eligible Improvement.

12 (21) “Special Assessment Financing Agreement” means a contract pursuant to which a  
13 property owner agrees to repay a Capital Provider for Special Assessment  
14 Financing and to the terms of the Special Assessment Financing, including the  
15 treatment of prepayment and partial payment of a Special Assessment, details of  
16 any finance charges, fees, debt servicing, and accrual of interest and penalties;

17 (22) “Special Assessment Lien” means a lien recorded in the County to secure the  
18 Special Assessment, which assessment remains on the property until paid in full;

19 (23) “Water Conservation Improvement” means measures, equipment or devices that  
20 decrease the consumption of or demand for water, address safe drinking water or  
21 eliminate lead from water used for drinking or cooking.

22 **SECTION 2: Establishment; Region.**

23 There is hereby established within the boundaries of the “County” the Program. The Program shall  
24 allow financing for the full range of Eligible Improvements on all Eligible Properties, as authorized  
25 by the Act, and shall abide by and operate according to the Act.

26 **SECTION 3: Ratification.**

27 All actions heretofore taken and not inconsistent with the provisions of this Ordinance by the Board  
28 of County Commissioners and officers of the County directed toward adoption of the Program, be,  
29 and the same hereby are, ratified, approved, and confirmed.

1 **SECTION 4: Findings.**

2 The Board of County Commissioners hereby declares that it has considered all relevant  
3 information and data and hereby makes the following findings:

4 A. The financing of Eligible Improvements, repaid by Special Assessments on Eligible  
5 Property benefited by such improvements, is in the interest of the public health, safety, and  
6 welfare.

7 B. The County's adoption of the Program is necessary and advisable to meet the needs of the  
8 County and its residents.

9 **SECTION 5: Territory.**

10 The Program shall be available to all Eligible Property within the boundaries of the County but  
11 outside the limits of any municipality. In accordance with the Act, the Program may be available  
12 within the limits on a municipality if the municipality adopts a resolution or an ordinance  
13 approving the application of the County's ordinance within the municipality.

14 **SECTION 6: Program Administration**

15 A. Pursuant to the Act, the County hereby designates, authorizes and directs the Bernalillo  
16 County Manager to enter into Special Assessment Agreements with property owners and  
17 Capital Providers and issue Special Assessment Assignable Certificates on behalf of the  
18 County to impose Special Assessments and assign Special Assessment Liens for  
19 assessments approved by the Program Administrator.

20 B. Pursuant to the Act, the County designates Adelante Consulting Inc. as the Program  
21 Administrator. The Program Administrator shall review and approve the Project  
22 Applications submitted in accordance with the Program Guidebook, collect any fees, and  
23 record the documents requested by a property owner and the Capital Provider.

24 C. No services, including but not limited to energy audits, project development, or other  
25 activities associated or related to the development of a Project Application or installation  
26 of Eligible Improvements shall be offered through the Improvement Special Assessment  
27 Program unless priced separately and open to purchase by the property owner from third  
28 parties.

29 **SECTION 7: Improvement Special Assessment Financing**

30 A. Pursuant to the Act, the County authorizes Special Assessment Financings to be provided  
31 by Capital Providers through a Special Assessment Financing Agreement entered directly

1 into with the owner of an Eligible Property to fund Eligible Improvements. The rate of  
2 interest, delinquent interest, penalties, terms of prepayment and other terms of Special  
3 Assessment Financing shall be established by a Capital Provider in the related Special  
4 Assessment Financing Agreement for such assessment;

5 B. The Special Assessment Financing through a Program established under this Ordinance  
6 may include:

- 7 (1) The cost of materials and labor necessary for installation or modification of an  
8 Eligible Improvement;
- 9 (2) Permit fees;
- 10 (3) Inspection fees;
- 11 (4) Financing or origination fees;
- 12 (5) Project Application and administrative fees;
- 13 (6) Project development and engineering fees;
- 14 (7) Third-party review fees, including verification review fees;
- 15 (8) Capitalized interest;
- 16 (9) Interest reserves;
- 17 (10) Escrow for prepaid property taxes and insurance; or
- 18 (11) Any other fees or costs that may be incurred by the property owner incident to the  
19 installation, modification, or improvement on a specific or pro rata basis.
- 20 (12) Any other costs or fees as outlined in the Program Guidebook.

21 C. Prior to entering into a Special Assessment Financing Agreement, the Capital Provider  
22 must receive written consent from every holder of a lien, mortgage, or security interest in  
23 the real property that will be subject to the Special Assessment and Special Assessment  
24 Lien agreeing that the property may participate in the Program and that the Special  
25 Assessment Lien shall have priority superior to all liens, claims and titles except a lien for  
26 general ad valorem property taxes or an improvement district lien that is coequal to  
27 property taxes.

28 D. The proposed Special Assessment Financing for a qualified project may authorize the  
29 property owner to:

- 30 (1) Purchase directly the related equipment and materials for the installation or  
31 modification of an Eligible Improvement; and

- 1           (2)    Contract directly, including through lease, power purchase agreement, or other
- 2                    service contract, for the installation or modification of an Eligible Improvement.

3   **SECTION 8: Special Assessment Lien**

- 4   A.    Upon entering into a Special Assessment Agreement, the County shall record a Special
- 5            Assessment Lien on the subject property in the real property records of the County in which
- 6            the property is located.
- 7   B.    The recording of the Special Assessment Lien pursuant to Subsection A of this section
- 8            shall include:
  - 9               (1)    the legal description of the property;
  - 10              (2)    the County Assessor’s parcel number of the property;
  - 11              (3)    the grantor’s name, which shall be the same as the property owner on the Special
  - 12                    Assessment Agreement;
  - 13              (4)    the grantee’s name, which shall be the county in which the property is located;
  - 14              (5)    the date on which the Special Assessment Lien was created;
  - 15              (6)    the principal amount of the Special Assessment Lien;
  - 16              (7)    the terms and length of the Special Assessment Lien; and
  - 17              (8)    a copy of the Special Assessment Agreement.
- 18   C.    A Special Assessment Lien shall be effective during the period in which the Special
- 19            Assessment is imposed and shall have priority superior to all liens, claims and titles except
- 20            a lien for general ad valorem property taxes or an improvement district lien that is coequal
- 21            to property taxes.
- 22   D.    A Special Assessment Lien runs with the land, and that portion of the Special Assessment
- 23            Lien that has not yet become due is not accelerated or eliminated by foreclosure of the
- 24            Special Assessment Lien or any lien for taxes or assessments imposed by the state, a local
- 25            government or taxing district against the property on which the Special Assessment Lien
- 26            is imposed.
- 27   E.    Upon entering into a Special Assessment Agreement, the County shall execute and record
- 28            a Special Assessment Assignable Certificate from the County to the appropriate Capital
- 29            Provider. The Special Assessment Assignable Certificate shall convey the Special
- 30            Assessment Lien including all the characteristics described in Section 8(C) and (D).

1 F. When the underlying Special Assessment Financing has been satisfied, the Special  
2 Assessment shall be removed from the property and the County shall record a release of  
3 the Special Assessment Lien.

4 **SECTION 9: Application and Review**

5 A. Property owner and Capital Provider shall complete a Project Application and submit it to  
6 the Program Administrator for review.

7 B. The Project Application shall require:

8 (1) for an existing Eligible Property:

9 (a) where Energy Efficiency Improvements, Water Conservation  
10 Improvements or Renewable Energy Improvements are proposed,  
11 certification by a licensed professional engineer or other professional listed  
12 in the Program Guidebook stating the proposed Eligible Improvements will  
13 either result in more efficient use or conservation of energy or water, the  
14 reduction of greenhouse gas emissions, the reduction in demand for  
15 electricity or natural gas, or the addition of renewable sources of energy or  
16 water; or

17 (b) where Resiliency Improvements are proposed, certification by a licensed  
18 professional engineer stating the qualified improvements will result in  
19 improved resilience;

20 (2) for construction of a new Eligible Property, certification by a licensed professional  
21 engineer stating that the proposed Eligible Improvements will enable the property  
22 to exceed the energy efficiency, water conservation, renewable energy, renewable  
23 water or resilience requirements of the applicable building code, or the proposed  
24 Eligible Improvements will enable the property to reduce demand for electricity or  
25 natural gas compared to the requirements of the applicable building code;

26 (3) certification that the property owner requesting the proposed Eligible  
27 Improvements is the owner of record of the property on which the Special  
28 Assessment will be imposed and that there are no delinquent taxes or assessments  
29 on the property;

30 (4) the name of the Capital Provider providing the Special Assessment Financing and  
31 the proposed terms of the Special Assessment Financing Agreement, including:



- 1 (a) the Special Assessment Financing amount;
- 2 (b) the interest rate;
- 3 (c) administrative fees paid to the County and the Program Administrator;
- 4 (d) a schedule of the installments of the Special Assessment;
- 5 (e) the number of years the Special Assessment shall be imposed on the
- 6 property;
- 7 (f) delinquent interest or penalties; and
- 8 (g) the conditions by which the property owner may prepay and permanently
- 9 satisfy the debt owed pursuant to the Special Assessment Financing
- 10 Agreement and remove the Special Assessment Lien from the property; and
- 11 (5) written consent from any holder of a lien, mortgage, or security interest in the real
- 12 property that the property may participate in the Program and that the Special
- 13 Assessment Lien shall have priority superior to all liens, claims and titles except a
- 14 lien for general ad valorem property taxes or an improvement district lien that is
- 15 coequal to property taxes.
- 16 C. The Program Administrator shall review the Project Application according to the
- 17 Application Checklist solely to determine whether it is complete, proposes an Eligible
- 18 Improvement, contains no errors on its face, and that all information is provided in the
- 19 substance and form required by the Application Checklist. If so, the Program Administrator
- 20 shall sign the Application Checklist indicating that the Project Application is deemed
- 21 approved. If a Project Application is incomplete and/or does not conform to the
- 22 requirements of the Application Checklist, the Program Administrator shall inform the
- 23 applicant as soon as practicable that the Project Application is denied, the reasons for the
- 24 denial, and any corrections that could make the application acceptable. If feasible, the
- 25 applicant shall have an opportunity to correct the Project Application.
- 26 D. Upon approval of a Project Application, a property owner or Capital Provider shall provide
- 27 the following completed forms to the Bernalillo County Economic Development Office for
- 28 execution at least five days prior to close of the Improvement Special Assessment
- 29 transaction, along with a requested date for recordation of the Special Assessment
- 30 Agreement, Notice of Special Assessment Lien, and Special Assessment Assignable

1 Certificate. Expedited service may be available for a fee to be determined by the Bernalillo  
2 County Economic Development Office.

3 E. For a property owner and Capital Provider whose Project Application is denied by the  
4 Program Administrator, either party, or both, may request an adjudicative proceeding  
5 before the County's adjudicative body, consistent with the County's rules and subject to  
6 the applicable provisions of the New Mexico Administrative Procedures Act, NMSA 1978,  
7 Sections 12-8-1, et seq.

8 **SECTION 10: Program Guidebook.**

9 A. The Improvement Special Assessment Program shall be administered in accordance with  
10 the requirements contained in the Program Guidebook, adopted and incorporated herein as  
11 Exhibit A. The Program Guidebook shall include:

- 12 (1) A Project Application form, to be used by the property owner and Capital Provider.
- 13 (2) A form Special Assessment Agreement.
- 14 (3) A form of Special Assessment Lien.
- 15 (4) A form Special Assessment Assignable Certificate.
- 16 (5) A statement that the period of the Special Assessment Financing Agreement will  
17 not exceed 30 years.
- 18 (6) A description of the application and review process established under Section 9 of  
19 this Ordinance.
- 20 (7) A statement explaining the lender consent requirement under Section 9 of this  
21 Ordinance.
- 22 (8) A statement explaining the engineer certification requirement under Section 9 of  
23 this Ordinance
- 24 (9) A statement that neither the County, its governing body, executives, or employees  
25 are personally liable as a result of exercising any rights or responsibilities granted  
26 under this Ordinance, especially and including all actions related to, or arising from,  
27 administering the Program.

28 B. The Program Guidebook and forms may be updated by the Program Administrator without  
29 approval by the Board of Commissioners, so long as it complies with this Ordinance and  
30 the Act.

1 **SECTION 11: Billing, Collection and Enforcement**

2 A. The holder of the Special Assessment Assignable Certificate shall be solely responsible for  
3 the billing and collection of the related Special Assessment and for the enforcement of the  
4 Special Assessment Lien.

5 B. The holder of the Special Assessment Assignable Certificate shall bill a Special  
6 Assessment imposed pursuant to a Special Assessment Agreement through a stand-alone  
7 bill for the property subject to the Special Assessment and shall collect the Special  
8 Assessment at the times described in the Special Assessment Agreement and as provided  
9 for in this Ordinance.

10 C. Delinquent payments due on a Special Assessment incur interest and penalties as specified  
11 in the Special Assessment Agreement.

12 D. Delinquent payments due on a Special Assessment shall be enforced in the event of a  
13 nonpayment of the Special Assessment installment thereto. Delinquent payments due on a  
14 Special Assessment have the effect of a mortgage and shall be foreclosed and sold in the  
15 manner provided by law for the foreclosure of mortgages on real estate. The holder of a  
16 Special Assessment Assignable Certificate may institute proceedings to foreclose the  
17 Special Assessment Lien against the property that is delinquent in the payment of the  
18 Special Assessment or installment of a Special Assessment for a period of more than one  
19 year.

20 E. The Capital Provider may sell or assign, for consideration, any and all Special Assessment  
21 Liens received from the County. The Capital Provider or its assignee shall have and possess  
22 the same powers and rights at law or in equity to enforce the Special Assessment Lien in  
23 the same manner as described in paragraph D of this section.

24 **SECTION 12: Fees.**

25 Subject to approval of an application by a property owner and a Capital Provider, and upon  
26 recordation of documents for an Improvement Special Assessment transaction, the parties shall  
27 pay a fee (as outlined in the Program Guidebook) directly to the Program Administrator to to  
28 reflect the reasonable costs of the Program Administrator to provide administrative services for  
29 the Program and to make the costs of the Program cost-neutral.

1 **SECTION 13: Enactment.**

2 The provisions of this Ordinance are hereby declared to be severable and if any section, phrase, or  
3 provision shall for any reason be declared by a court of competent jurisdiction to be invalid or  
4 unenforceable, such declaration shall not affect the validity or enforceability of the remainder of  
5 the sections, phrases and provisions hereof. All Ordinances, orders, resolutions, and parts thereof  
6 in conflict herewith are to the extent of such conflict hereby repealed upon the effectiveness of this  
7 Ordinance. No provision of the Bernalillo County Code or violation of any provision of the  
8 Bernalillo County Code shall be deemed to impair the validity of this Ordinance or the instruments  
9 authorized by this Ordinance or to impair the security for or payment of the instruments authorized  
10 by this Ordinance; provided further, however, that the foregoing shall not be deemed to affect the  
11 availability of any other remedy or penalty for any violation of any provision of the Bernalillo  
12 County Code in the event and to the extent of a conflict between this Ordinance and the Act, the  
13 Act shall govern.

14 **SECTION 14: Effective Date.**

15 This Ordinance shall take effect 30 days after the adoption of the Ordinance. The County shall  
16 begin accepting applications for review no later than 60 days after the effective date.

17 **SECTION 15: No Liability. No Public Funds.**

18 A. This Ordinance does not confer any right of action nor property interest upon any party to  
19 an Improvement Special Assessment transaction against the County, and the County shall  
20 incur no liability for enacting this Program, nor shall the County, its governing body,  
21 executives, or employees be personally liable as a result of exercising any rights or  
22 responsibilities granted under this Ordinance.

23 B. The Special Assessment Financing Agreement shall specify that the County is not liable in  
24 any way for the debt of the property owner, is not a third-party obligor and is not pledging  
25 or lending its credit to the property owner or the Capital Provider.

26 \*\*\*\*\*  
27 \*\*\*\*\*  
28 \*\*\*\*\*



# Eastern New Mexico Regional Behavioral Health Facility

Update to City and County Commissions & Councils

**June 24, 2024**

## Agenda 6.24.24

- I.** Welcome and Lunch
- II.** Crisis System National Guidelines and Local Context
- III.** Behavioral Health Facility Phase I: Crisis Triage Center
- IV.** Workforce Development
- V.** 4-County Behavioral Health Partnership
- VI.** Financial Projections and Funding Resources
- VII.** Discussion

Proprietary & Confidential

SUBJECT MATTER EXPERTS WHO DELIVER







**Initium is a  
public benefit  
corporation  
committed to  
using innovation  
to improve  
human health.**



# LEADERSHIP



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Principal



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Partner, Public Health Consultant



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**VONNE HERNANDEZ**  
Project Manager





# Behavioral Health Expertise

## Feasibility Studies

- New services and/or facilities for rural or urban

## Community Health Assessment

- MAPP Process
- Community Health Improvement Plans
- PHAB Accreditation

## BH Public Awareness Media Campaigns

- 988 Promotion
- Stigma Reduction Awareness

## Strategic Planning

- Assessment & Roadmap Development
- Coalition Building

## Community Engagement

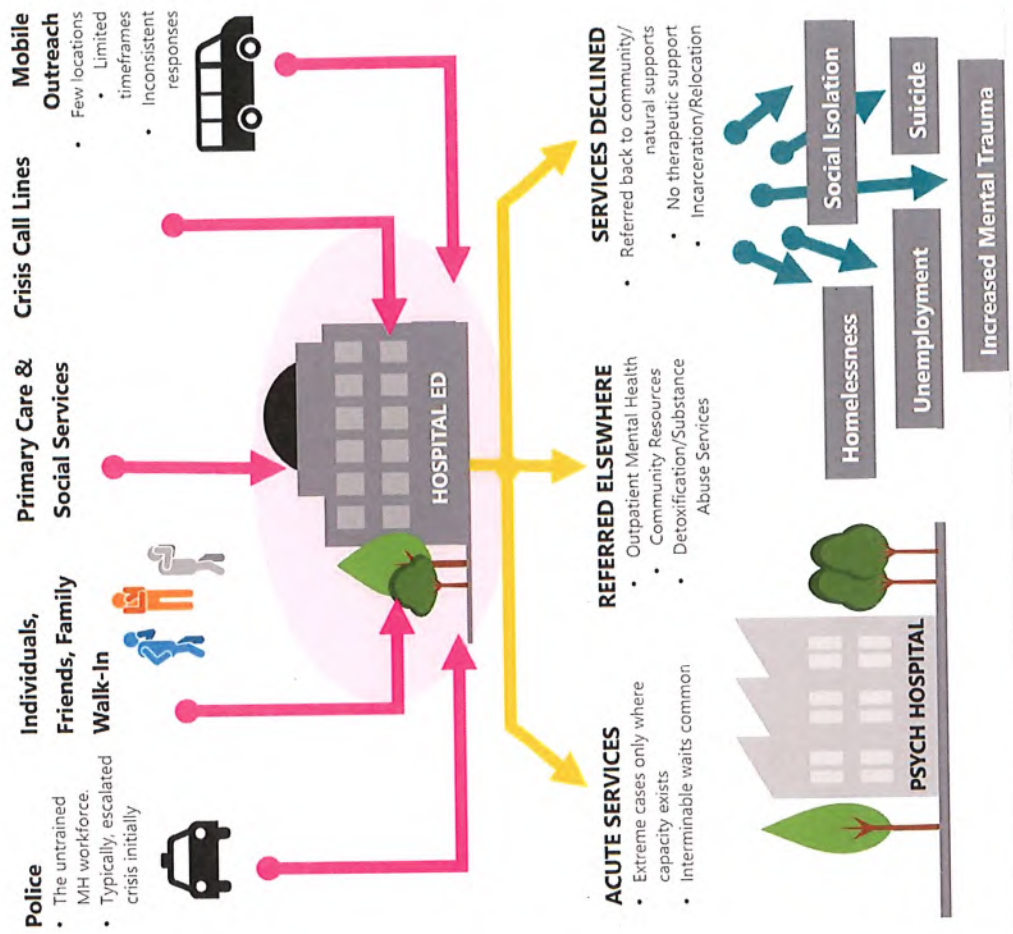
- Broad Stakeholder Reach
- Diverse Populations

## Opioid Settlement Dashboard

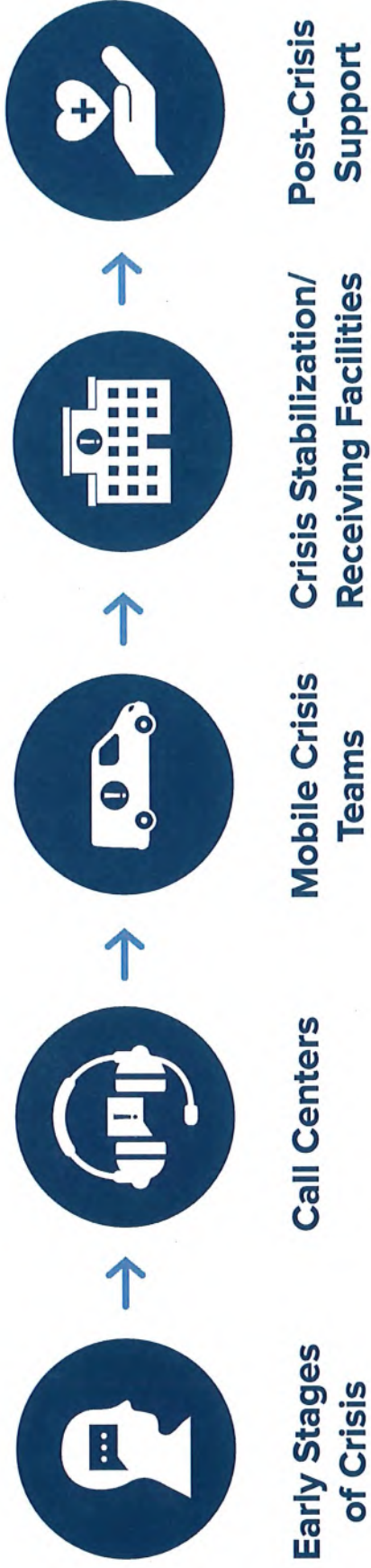
- Technology solution to enable smarter community investment in behavioral health



# Traditional Crisis Flow



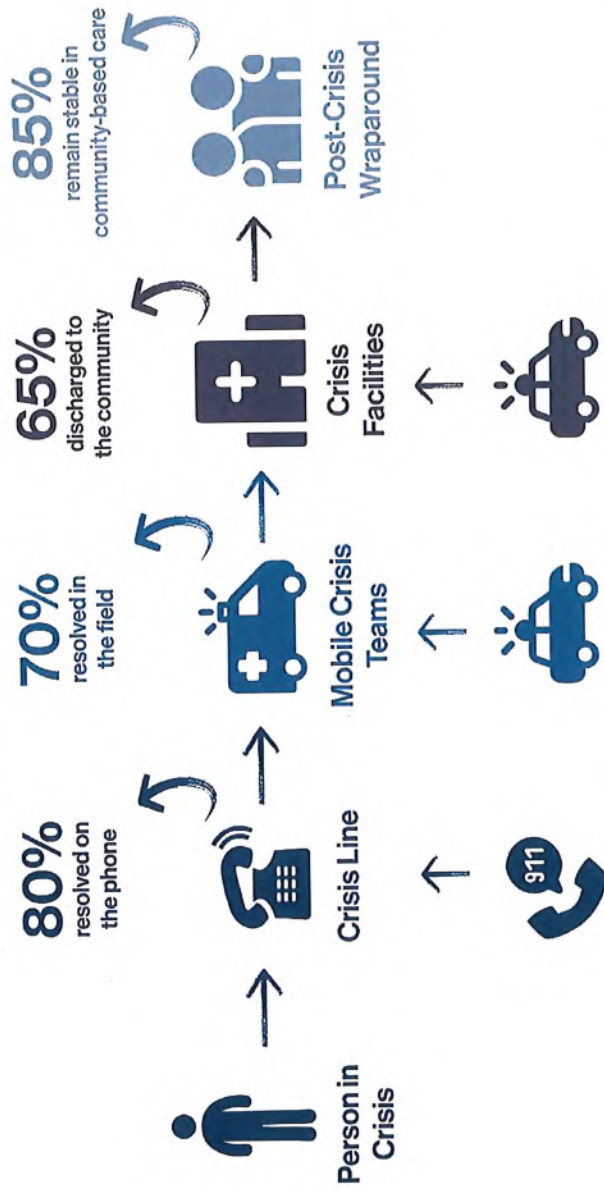
# Crisis Flow - Ideal System





# Illustration of an Effective Continuum

## Crisis System: Alignment of services toward a common goal



Decreased Use of Jail, ED, Inpatient

Easy access for law enforcement = connection to treatment instead of arrest

LEAST Restrictive = LEAST Costly

Adapted from Balfour, et al. 2020.

# Crisis Care Continuum



# 988 Helpline in New Mexico

- 24/7 operation with licensed behavioral health professionals and certified mental health crisis specialists
- Follow-up calls utilizing certified peer recovery support specialists
- Connection to local services and mobile crisis teams

## Feeling overwhelmed? We're here for you.

Life's a ride, and we're here to remind you that in New Mexico, your journey matters. When the going gets tough, remember - you're not alone. One call, text or chat to 988 can connect you with mental health support when and where you need it. Our trained staff are here to support you.



For emotional or substance use crisis

**CALL / TEXT / CHAT 988**

- Free and confidential
- More than a suicide hotline
- Real-time access

Visit [988NM.org](http://988NM.org) for more info

**988**

## ¿Te sientes abrumado? Estamos aquí para ti.

La vida es un viaje y estamos aquí para recordarte que en Nuevo México, tu trayecto es importante. Cuando las cosas se ponen difíciles, recuerda: no estás solo. Una llamada, mensaje de texto o chat al 988 puede ponerte en contacto con el apoyo de salud mental cuando y donde lo necesites. Nuestro personal capacitado está aquí para apoyarte.



Para crisis emocionales y de uso de sustancias.

**LAMADA / TEXTO / CHAT 988**

- Gratis y Confidencial
- Más que una línea directa de prevención al suicidio
- Acceso en tiempo real.

Visita [988NM.org](http://988NM.org) para más información.

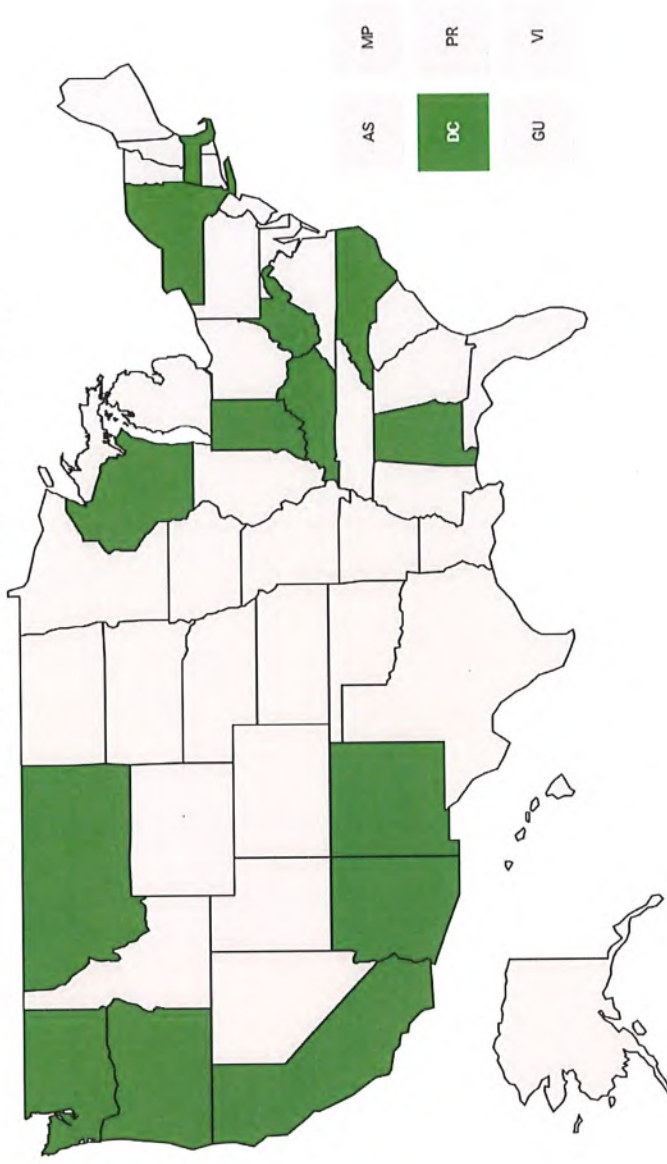
**988**



# Advancing Mobile Crisis Services in New Mexico

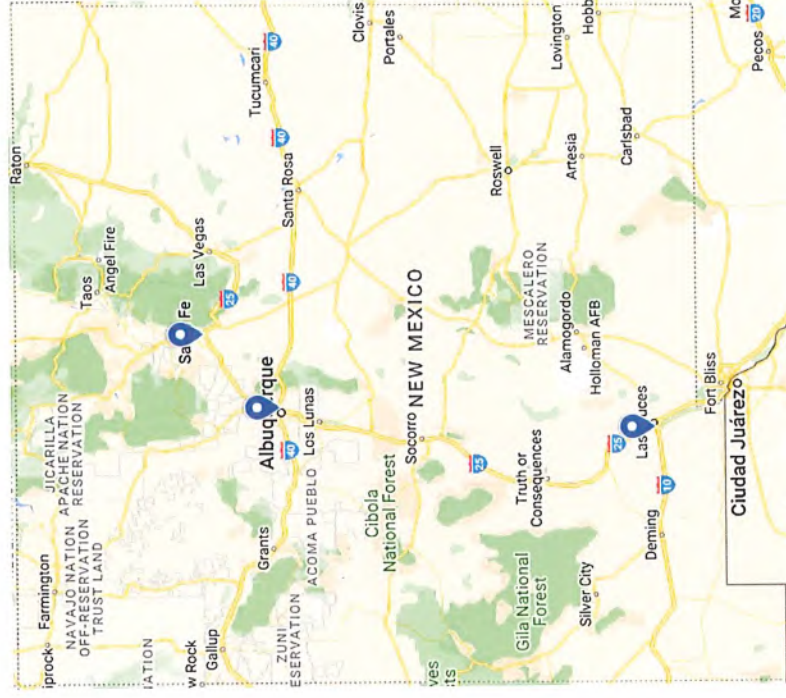
In February 2024, New Mexico became 15th state to receive approval for enhanced federal Medicaid-covered Mobile Crisis Services

Enhanced Medicaid Mobile Crisis Funding



# Crisis Triage Centers in New Mexico

- Doña Ana County Crisis Triage Center: Re-launching with Local Operator
- Crisis Response of Santa Fe: Commencing opioid treatment at CTC in partnership with SFFD
- UNM & Bernalillo County: Ribbon Cutting for Crisis Triage Center on June 14, 2024





PHASE 1

# Crisis Triage Center

# Regional Behavioral Health Feasibility Study

Community Engagement  
Key stakeholder interviews  
(70+), group presentations,  
community listening session  
(50 attendees)

Data Collection  
& Analysis

Precedent Studies  
& Industry Interviews

Financial Modeling  
& Funding Research

HRSA Grant  
\$2M award to increase  
behavioral health resources  
in schools, coordinate care,  
and strengthen the  
workforce pipeline

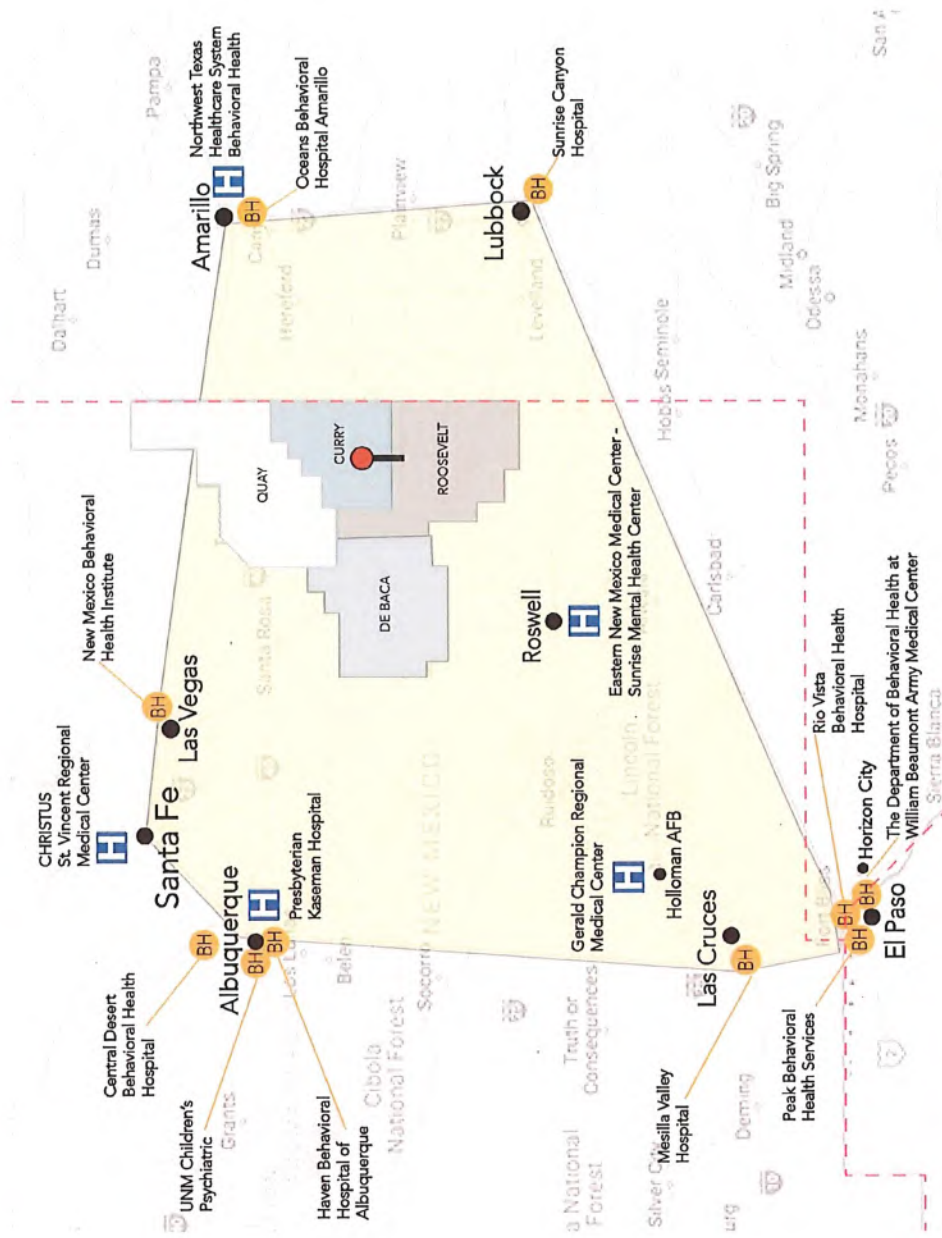




Behavioral health facilities are 1 1/2 to 5 hours' drive from local hospitals, creating many challenges in accessing care. As a result, many residents do not get the care they need.

### Map

Facilities accessed by behavioral health patients at Roosevelt General Hospital emergency room in 2021. Of 120 behavioral health transfers in 2021 with a known location, approximately 1/3 were admitted to Mesilla Valley Hospital in Las Cruces, 4.5 hours away.

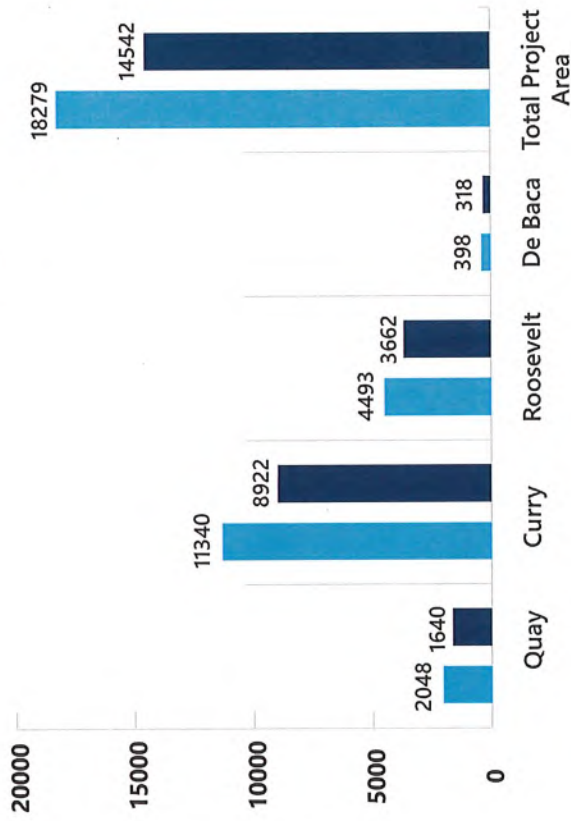


### Legend

-  Hospitals
-  Behavioral Health Facilities

## Community Need: Mental Health

An estimated 14,000-18,000 residents suffer from mental health conditions, with very little access to crisis services or acute care, and limitations in accessing outpatient services.



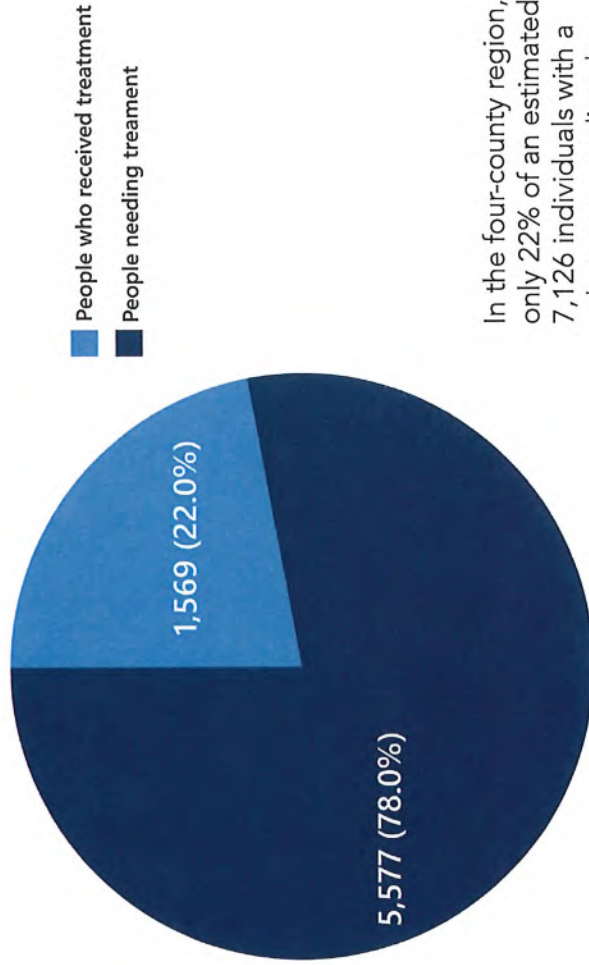
*"My nephew has needed an acute admission since mid January. He is suicidal and homicidal - we have begged [the local hospital] to safely transport him to an acute facility. Every time he is discharged home.*

*My family can not safely transport him to Amarillo, Roswell, Las Cruces, Albuquerque... they can barely safely get him to the emergency room after coaxing him - to only be released."*

*- Resident, Clovis*



## Community Need: Substance Use Disorder



In the four-county region, only 22% of an estimated 7,126 individuals with a substance use disorder receive treatment (compared to 44% of individuals with a substance use disorder statewide)

Source: Substance use disorder treatment gap analysis, NM Dept of Health, January 2020.

"Substance abuse often goes hand in hand when people who are suffering mentally can't get the necessary help to address or cope with their symptoms. So yes, that can be part of the problem, but it is not the whole, and substance abuse does not mean that someone is less deserving of help."

- Resident, Clovis

## Impact on Detention Centers

Local detention centers can become the only option for a person experiencing a behavioral health crisis.

### From Curry County Detention Center

65% of individuals that come into jail have a mental illness

45% of individuals are on psychotropic medications

For an S1 (competency) case, average length of stay is 11 months (in jail)

Recidivism rate within 90 days: 70% of detainees come back

In the last 5 years, only 25 people were successfully placed into state psych hospital



## Facility Size and Services Recommendations

Inpatient Care for Mental Health and Substance Use Disorder

---

Intensive Outpatient and Partial Hospitalization Programs

---

Outpatient Care including Medications for Opioid Use Disorder

---

Crisis Triage Center for Walk-in and Law-enforcement drop-off



## Phase I: Crisis Triage Center Services

- Short-term observation, assessment, treatment, and planning for behavioral health crisis
- Clients include individuals experiencing acute psychiatric symptoms, those under the influence of substances, and subjects of emergency detention
- CTCs facilitate efficient referrals from first responders and ensure rapid transfer of custody from law enforcement





# 2023 Legislative Change for CTCs

Involuntary admissions previously were only to inpatient psychiatric hospitals

Crisis Triage Centers can provide up to 14 days of stabilization outside of an inpatient hospital setting

CTCs are now able to accept law-enforcement drop-offs without rejection

11 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF NEW MEXICO:  
12 SECTION 1. A new section of the Mental Health and  
13 Developmental Disabilities Code is enacted to read:  
14 "CRISIS TRIAGE CENTERS--ADMISSION OR TREATMENT.--A  
15 crisis triage center may accept:  
16 A. voluntary admissions;  
17 B. individuals who are voluntarily seeking  
18 treatment;  
19 C. involuntary admissions; and  
20 D. individuals who are not voluntarily seeking  
21 treatment."

# Crisis Triage Center Service Overview

**Observation  
Service**

**10 Receiving recliners,  
up to 23 hours**

**Residential  
Care**

**12 Short-term beds,  
up to 14 days**

**Divided between  
adolescent (14-17)  
and adult (18+)**



## Crisis Triage Center Construction Costs

- Estimated square footage for Phase I: 12,500
- Estimated costs: \$8.5M
- Funds available: \$10M Capital outlay funds
- Land cost: \$425,000



## Key Strategies

- **Occupancy**
  - Law Enforcement Partnership
  - Transportation
- **Service Mix**
  - Detox services
  - Involuntary admissions
- **Staffing**
  - Social Work Pipeline
  - Peer Workforce Development
  - Clinical Partnerships
- **Collaboration**
  - Behavioral and physical healthcare providers
  - Social service providers



# Workforce Development

## Workforce Development: Eastern New Mexico University

- Expanded paid local internship opportunities for Bachelor of Social Work students
- Master's in Social Work Degree Program launches Fall 2024
- Collaboration with Clovis Community College for Behavioral Science student pathway

## Workforce Development: Clovis Community College

- New Course: Introduction to Social Work and Human Services
- Launching new paid local internship opportunities for Behavioral Science students
- Complementary Psych Expansion





## Workforce Development

- Clovis High School
- April 24, 2024
- 80 students
- Panel presentation
  - Diverse backgrounds
  - Engaging speakers
  - Experienced moderator





## Social Work Career Panel



Proprietary & Confidential

SUBJECT MATTER EXPERTS WHO DELIVER

[initiumhealth.org](http://initiumhealth.org) 30



## Social Work Career Promotion

### March: National Social Work Month

- Social media campaign
  - Reached 16,100 people
  - 1,400 interactions
- Gifts recognizing 90 social workers in the region
- Proclamations: Curry County, Roosevelt County, Clovis, Portales

National Association of Social Workers  
Social Work Month 2024



**EMPOWERING  
SOCIAL WORKERS!**

*Inspiring Action, Leading Change*

## 4-County Behavioral Health Partnership

- Mental health services in rural schools
- Training on mental health topics for teachers
- Parent nights
- Substance use prevention education
- Post-discharge care coordination



## Upcoming Milestones

- Operator Request for Proposal
- Design/Build Request for Proposal
- Public Meeting
- Law Enforcement Training



July 1, 2024

Dear County Manager,

Attached is the invoice for your county's 2024-2025 New Mexico Counties participation fee. With our continued commitment to conservative fiscal policy, NMC kept participation fees unchanged from 2010 through 2021. In fiscal year 2022-2023, our Board of Directors approved a 10% increase to weather the national economic climate. For fiscal year 2023-24 the Board approved a 2% increase. For this current fiscal year, the Board approved a 10% increase to address internal staff changes, cost of living, and retention.

We provide a broad spectrum of services to county government, including the following:

#### LEGISLATIVE ADVOCACY

NMC's legislative team works year-round to address potential legislative issues that have statewide significance for counties. NMC's legislative team presents the initiatives at legislative interim committee meetings and advocates for counties during the session. The Executive Committee, along with the NMC legislative team, meet regularly during the session while the Board of Directors holds a mid-session meeting to review all relevant legislation. Regional legislative meetings are held following the session to inform counties on the session outcomes.

#### PROFESSIONAL DEVELOPMENT FOR COUNTY EMPLOYEES & ELECTED OFFICIALS

NMC provides valuable training and networking to newly elected, veteran officials, and county employees during the annual and legislative conferences. NMC collaborates with NM EDGE (a service of New Mexico State University's Cooperative Extension Service) to offer classroom and online education for continued professional development. In addition, NMC provides the Better Informed Public Officials training for all newly elected officials following the general election.

#### GRANTS & OTHER OPPORTUNITIES FOR COUNTIES

NMC awards approximately \$500,000 each year in grant funding through the Wildfire Risk Reduction Grant Program for community wildfire prevention and education, Partners for a Clean New Mexico illegal dumping initiatives, and detention center personal protective equipment grants. NMC provides support in county efforts to obtain federal and foundation grants.

NMC has established agreements with several state and federal agencies to expand counties' roles in important nationwide and statewide issues and to identify funding and other resources for infrastructure, community programs, and other county needs. NMC provides a collective voice for New Mexico's counties on national rulemaking and policy decisions and provides technical expertise on these processes in partnership with the National Association of Counties.

444 Galisteo Street  
Santa Fe, NM 87501

877-983-2101  
505-983-2101  
Fax 505-983-4396

[NMCOUNTIES.ORG](http://NMCOUNTIES.ORG)

## COMMUNICATION

NMC maintains an up-to-date membership directory of county elected officials and employees, provides timely county news through weekly e-news briefs, legislative action alerts, and shares other pertinent information on funding, professional development, and county-related topics with for our county members.

## LEGAL ADVOCACY

NMC has an in-house legal bureau that provides exceptional representation to pool members. The bureau was created six years ago and, in that time, has achieved an impressive number of notable victories for counties.

## RISK MANAGEMENT AND LOSS PREVENTION SERVICES

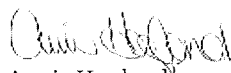
NMC provides extensive loss prevention training from a staff of qualified specialists and industry groups, as well as expert legal advice from experienced staff attorneys. NMC also offers the Risk Awareness Program (RAP), online training courses, and frequent instructional webinars at no charge to county employees. NMC administers insurance coverage for all county operations through the New Mexico County Insurance Authority self-insurance pool, providing county-focused underwriting, loss prevention, and claims handling for all county claims. NMC also offers accreditation programs that help our members to achieve best practices in law enforcement, detention center operations, emergency 911 operations, and adult misdemeanor compliance operations.

## CONFERENCES

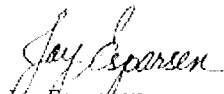
NMC hosts two conferences each year to provide education, training, and networking opportunities for our members. The Legislative Conference occurs during the opening week of the legislative session in Santa Fe each January. This conference provides an ideal opportunity for members to discuss legislative strategies and important issues facing county government. The Annual Conference occurs during the third week in June annually and the location varies based on proposals submitted from each county and decided upon by the NMC Board of Directors.

Thank you for your continued support of and participation in New Mexico Counties. We look forward to another year of strong partnerships with our county members!

Sincerely,



Annie Hogland  
Board President



Joy Esparsen  
Executive Director





## 2023-2024 County Member Engagement

President	Mark Cage, Eddy County Sheriff
President Elect	Annie Hogland, Curry County Clerk
Vice President	Terri Fortner, San Juan County Commissioner
Past President	Jhonathan Aragon, Valencia County Commissioner

### Legislative Advocacy

\$75M	Match Fund
\$50M	Removal of TRD 3% Admin. Fee
\$25M	Detention Recruitment
\$25M	Firefighter & EMT Recruitment
\$25M	Courthouse Funding
\$11M	EMS Bureau
\$5M	Detention Reimbursement Fund
\$2.5M	DoIT 700 MHz Radios
<b>\$218.5M</b>	<b>Local Government Appropriations</b>

HB236/SB87: Public Safety Return to Work  
 SJR16: Remove Elected Official Salary Cap  
 New Mexico Legislative Reports Services

### Conferences

Legislative Conference	918
Annual Conference	553

### County Engagement in National Association of Counties

#### Conference Attendees

Legislative Conference	52
Annual Conference	47

#### Steering Committee Members

Agriculture & Rural Affairs	6
Community, Economic & Workforce	4
Environment, Energy & Land Use	8
Finance, Pensions, & Gov. Affairs	8
Health	1
Justice & Public Safety	8
Public Lands	5
Transportation	2

#### Federal Advocacy

Payment in Lieu of Taxes	\$46.7M
Secure Rural Schools	\$9.8M

#### Special Projects

National Public Lands Resource Center  
 Operation Green Light for Veterans

### Loss Prevention

Course Title	Attendees
Overview of Drug and Alcohol Testing	11
Suicide Prevention	8
Harassment Prevention	509
Whistle While You Work	113
Proper Recruiting and Interviewing	68
Workplace Violence	144
Effective Employee Discipline	165
16-HR Verbal De-escalation	31
Crisis Intervention Training	32
40-HR Crisis Intervention Training	17
40-HR First Line Supervisor	10
Americans with Disabilities Act	104
Crisis Intervention Training - (CIT) 40-HR Basic	58
Instructor Development Train the Trainer	19
Interactions with Persons with Mental Illness	40
OSHA 30 General Industries	28
Overview of Drug and Alcohol Testing	86
Pregnant Workers Fairness Act	174
Religious Accommodations	9
Verbal De-Escalation	12
<b>Grand Total</b>	<b>1,595</b>

### Legal Advocacy

- ✓ GSD Employee Health Care Litigation
- ✓ \$1.3 M Investment in Lexipol Policy Development Software

### Grant Programs

#### BLM Wildfire Risk Reduction Grant Program

Claunh Pinto SWCD	\$20,000
Torrance County	\$20,000
Forest Stewards Guild	\$20,000
South Central Mtn RC&D	\$15,000
Ciudad SWCD	\$70,000
East Mtn Wildfire Preparedness	\$14,000
Taos County	\$15,000
Socorro County	\$75,000
Village of Angel Fire	\$75,000
Dixon Fire Department	\$23,000

Department of Health PPE Grant Program  
 Department of Justice Sheriffs' Accreditation