

Lea County
Board of County Commissioners



Regular Meeting
Thursday, March 08, 2018 9:00 A.M.

Lea County Courthouse - Commission Chambers
100 North Main Avenue
Lovington, New Mexico

Lea County

Board of County Commissioners

Regular Meeting
Thursday, March 8, 2018 9:00 A.M.

Lea County Courthouse ~ Commission Chambers
100 North Main Avenue, Lovington, New Mexico

Lea County Board of County Commissioners

Regular Meeting

Thursday, March 8, 2018 9:00 A.M.

Lea County Courthouse - Commission Chambers – 100 North Main Avenue, Lovington, New Mexico

Notice of this Meeting has been given to the Public in Compliance with Section 10-15-4 NMSA 1978

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Lea County Manager's office located in the Lea County Courthouse in Lovington, New Mexico 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 Lea County Manager's Office at the Lea County Courthouse if a summary or other type of accessible format is needed.

1917 - 2017

AGENDA

Call to Order ~ Roll Call ~ Pledge of Allegiance ~ Invocation

ITEM 01: COMMISSION

- Consideration of Approval of Lea County Resolution No. 18-MAR-054R Approving the February 22, 2018 Regular Meeting Minutes.
- Public Comments.
- Commissioners and Manager Comments.
- Consideration of Approval of Lea County Resolution No. 18-MAR-055R Approving the Lea County Indigent Claims Burial/Cremation Report. (Sherry Ann Baggoo, Indigent Claims Specialist)

ITEM 02: ACTION ITEMS

- Consideration of Approval of Lea County Resolution No. 18-MAR-056R Approving Award of Request for Proposal (RFP) No. 10 2017 – 2018 for As-Needed Legal Counsel Regarding Water Law for Lea County. (Michael Gallagher, County Manager)
- Consideration of Approval of Lea County Resolution No. 18-MAR-057R Approving Fourth Modification to Amended Agreement between Lea County and New Mexico Corrections Department (NMCD) for the Operation of Lea County Correctional Facility (LCCF). (John W. Caldwell, County Attorney)
- Consideration of Approval of Lea County Resolution No. 18-MAR-058R Approving Cooperative Educational Services (CES) Contract for Reconstruction of 9th Street Near Lovington, New Mexico. (Corey Needham, Assistant County Manager - Operations)
- Consideration of Approval of Lea County Resolution No. 18-MAR-059R Approving Cooperative Educational Services (CES) Contract with IPR for Slurry/Micro Seal on Various County Roads. (Corey Needham, Assistant County Manager - Operations)

ITEM 02: ACTION ITEMS continued

- Consideration of Approval of Lea County Resolution No. 18-MAR-060R Authorizing Out of State Travel March 22 - 23, 2018 and March 29 – 30, 2018 to Dallas/Fort Worth, Texas to Attend Annual Aircraft Rescue and Fire Fighting (ARFF) Training Burns. (Lorenzo Velasquez, Director of Emergency Management)

ITEM 03: DISCUSSION ITEMS

- Discussion of Lea County Wide P25 Radio Memorandum of Agreement (MOA) Proposed Revisions. (Angela Martinez, Communication Authority Director)
- Discussion of Recent County Fires & Fire Prevention. (Jeff Broom, Deputy Fire Marshal)
- Discussion of Lea County's 2018 – 2019 Budget Presentations. (Department Heads)

ITEM 04: OTHER BUSINESS

ADJOURN

Consideration of Approval of Lea County Resolution No. 18-MAR-054R Approving the February 22, 2018 Regular Meeting Minutes.



Minutes of Meeting
Lea County Board of Commissioners
February 22, 2018

Chair Black called the meeting to order at 9:00 a.m. in the Lea County Courthouse

Commissioners present were, to wit: Commissioner Dean Jackson, District 1, Vice Chair Rebecca Long, District 2, Chair Ron Black, District 3, Commissioner Jonathan Sena, District 4, and Commissioner Richard Don Jones, District 5.

Also present were Lea County Manager Michael P. Gallagher II, and Lea County Attorney John W. Caldwell.

Commissioner Jackson led the Pledge of Allegiance followed by the Invocation by Commissioner Sena.

ITEM 01: COMMISSION

• Board of County Commissioners

- Consideration of Approval of Lea County Resolution No. 18-FEB-041R Approving the January 25, 2018 Regular Meeting Minutes.

Commissioner Sena moved to approve Lea County Resolution No. 18-FEB-041R Approving the January 25, 2018 Regular Meeting Minutes. The motion was seconded by Commissioner Jackson and passed unanimously.

• Public Comments

There were no public comments.

• Commissioners and Manager Comments

Commissioner Jones congratulated county staff for the audit, they did an excellent job. He also bragged on the railroad, they fixed the trestle in Eunice within two weeks. He stated, I attended a pipeline safety class on Monday along with a lot of the pipe liners in the area and some county staff.

Commissioner Sena thanked Erick Francke and Jim Kemp for the hard work they are doing at the Fairgrounds. He stated, I toured the new Core recreation facility in Hobbs. He stated, we need to move forward with our partnership with the City of Hobbs concerning the Equestrian Center. We should find a way for the funds that were agreed upon where the City of Hobbs gives 300 thousand to the County for the Arena, and the County gives 300 thousand annually toward the Core. He stated I feel if the arena is not going to happen until later, we should put the money toward the event center each year.

Chair Black also bragged on the railroad, it was impressive how fast they had that fixed.

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-054R
A RESOLUTION APPROVING THE LEA COUNTY
BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

WHEREAS, Section 10-15-1 through 10-15-4 of the Open Meetings Act (NMSA 1978), states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission or other policy making body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS the board, commission or other policy making body shall keep written minutes of all its meetings. The minutes shall include at a minimum the date, time and place of the meeting, the names of members in attendance and those absent, the substance of the proposals considered and a record of any decisions and votes taken that show how each member voted; and

WHEREAS all minutes are open to public inspection. Draft minutes shall be prepared within ten working days after the meeting and shall be approved, amended or disapproved at the next meeting where a quorum is present. Minutes shall not become official until approved by the policymaking body.

WHEREAS, NMSA 1978, Section 4-38-12 as amended, allows the County Commission to establish rules and regulations to govern the transaction of county business in these meetings.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lea County that the attached minutes are hereby approved.

PASSED AND APPROVED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Resolution No. 18-MAR-054R
LCBCC Meeting 03-08-2018
Page 1 of 2

Rebecca Long, Vice Chair
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain



**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clov@leacounty.net & cc the Executive Coordinator sstout@leacounty.net by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 02/23/2018		SUBMITTED BY Name/Title/Dept: Sandra J. Stout-Brito/Executive Coordinator/Exec Dept.	
SUBJECT: Minutes		ATTACHMENT(S): Resolution Draft Minutes 02/22/2018	
NO. OF ORIGINALS FOR SIGNATURE: 01 Resolution 01 Minutes 00 ***Select One**		ACTION REQUESTED: Action Item	
STRATEGIC PLAN Implementation of 5 Year Strategic Plan: Section 2 - 6: Transparency and ethical decision making continue to be the framework in which the county operates.			
SUMMARY: See attached draft minutes for the LCBCC February 22, 2018 meeting.			
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> If checked, how many: Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____		See Additional Summary Attached <input type="checkbox"/>	
SUBMITTER'S RECOMMENDATION(S): Review & Approve Minutes		Submitter's Signature Department Director, Etc. <i>Sandra J. Stout-Brito</i> <small>Digitally signed by Sandra J. Stout-Brito DN: cn=Sandra J. Stout-Brito, o=Lea County Government, ou=Executive, email=sstout@leacounty.net, c=US Date: 2018.03.08 13:58:05 -0700</small>	
FINANCE REVIEW Fiscal Impact/Cost: ByPass Finance Review		Reviewed by Finance Director ByPass Finance Review <i>ByPass Finance Review</i> <small>Digitally signed by ByPass Finance Review DN: cn=ByPass Finance Review, o=Lea County Government, ou=Finance, email=sstout@leacounty.net, c=US Date: 2018.03.06 13:58:15 -0700</small>	
LEGAL REVIEW: ByPass Legal Review (Note: Travel does not need legal review)		Reviewed by County Attorney ByPass Legal Review <i>ByPass Legal Review</i> <small>Digitally signed by ByPass Legal Review DN: cn=ByPass Legal Review, o=Lea County Government, ou=Legal, email=sstout@leacounty.net, c=US Date: 2018.03.06 13:58:25 -0700</small>	
COUNTY MANAGER REVIEW: 02/25/2018: Reviewed by LCBCC D3 and D4;		Approved by County Manager to be Placed on Agenda Standard Agenda Item <i>Standard Agenda Item</i> <small>Digitally signed by Standard Agenda Item DN: cn=Standard Agenda Item, o=Lea County Government, ou=Executive, email=sstout@leacounty.net, c=US Date: 2018.03.06 13:58:52 -0700</small>	
Item 0101 RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN			
Approved: _____ Resolution No. <u>18-MAR-054R</u> Continued To: _____		Denied: _____ Policy No. _____ Referred To: _____	
		Other: _____ Ordinance No. _____ Comments: _____	

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-054R

**A RESOLUTION APPROVING THE LEA COUNTY
BOARD OF COUNTY COMMISSIONERS MEETING MINUTES**

WHEREAS, Section 10-15-1 through 10-15-4 of the Open Meetings Act (NMSA 1978), states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission or other policy making body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS the board, commission or other policy making body shall keep written minutes of all its meetings. The minutes shall include at a minimum the date, time and place of the meeting, the names of members in attendance and those absent, the substance of the proposals considered and a record of any decisions and votes taken that show how each member voted; and

WHEREAS all minutes are open to public inspection. Draft minutes shall be prepared within ten working days after the meeting and shall be approved, amended or disapproved at the next meeting where a quorum is present. Minutes shall not become official until approved by the policymaking body.

WHEREAS, NMSA 1978, Section 4-38-12 as amended, allows the County Commission to establish rules and regulations to govern the transaction of county business in these meetings.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lea County that the attached minutes are hereby approved.

PASSED AND APPROVED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Rebecca Long, Vice Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain

Richard Don Jones, Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Kelli Williams, Deputy Clerk

John W. Caldwell, County Attorney

**Minutes of Meeting
Lea County Board of Commissioners
February 22, 2018**

Chair Black called the meeting to order at 9:00 a.m. in the Lea County Courthouse

Commissioners present were, to wit: Commissioner Dean Jackson, District 1, Vice Chair Rebecca Long, District 2, Chair Ron Black, District 3, Commissioner Jonathan Sena, District 4, and Commissioner Richard Don Jones, District 5.

Also present were Lea County Manager Michael P. Gallagher II, and Lea County Attorney John W. Caldwell.

Commissioner Jackson led the Pledge of Allegiance followed by the Invocation by Commissioner Sena.

ITEM 01: COMMISSION

- **Board of County Commissioners**

- Consideration of Approval of Lea County Resolution No. 18-FEB-041R Approving the January 25, 2018 Regular Meeting Minutes.

Commissioner Sena moved to approve Lea County Resolution No. 18-FEB-041R Approving the January 25, 2018 Regular Meeting Minutes. The motion was seconded by Commissioner Jackson and passed unanimously.

- Public Comments

There were no public comments.

- Commissioners and Manager Comments

Commissioner Jones congratulated county staff for the audit, they did an excellent job. He also bragged on the railroad, they fixed the trestle in Eunice within two weeks. He stated, I attended a pipeline safety class on Monday along with a lot of the pipe liners in the area and some county staff.

Commissioner Sena thanked Erick Francke and Jim Kemp for the hard work they are doing at the Fairgrounds. He stated, I toured the new Core recreation facility in Hobbs. He stated, we need to move forward with our partnership with the City of Hobbs concerning the Equestrian Center. We should find a way for the funds that were agreed upon where the City of Hobbs gives 300 thousand to the County for the Arena, and the County gives 300 thousand annually toward the Core. He stated I feel if the arena is not going to happen until later, we should put the money toward the event center each year.

Chair Black also bragged on the railroad, it was impressive how fast they had that fixed.

- Recognition of County Employees

Under-Sheriff Dunford recognized Jessica Garcia for 10 years of service.

Clerk Manes recognized Cresley Spears for 20 years of service.

Manager Gallagher recognized Angela Martinez for 20 years of service.

Warden Quintana recognized Bradley Rice for 10 years of service.

Assistant County Manager of Operations Needham recognized Aaron Valela for 1 year of service and Bruce Reid for 10 years of service.

ITEM 02: ACTION ITEMS

- Consideration of Approval of Lea County Resolution No. 18-FEB-048R Approving Grant No. G17SN0017A Modification No. 3 between Lea County and the Office of National Drug Control Policy Increasing Funds for the High Intensity Drug Trafficking Area (HIDTA) Region VI Awarded 01/01/2017 to 12/31/2018 (Wm Robert Sullivan, HIDTA Region VI Drug Task Force Commander)

Commander Roach in Lieu of Commander Sullivan requested approval. Commissioner Jackson moved to approve Lea County Resolution No. 18-FEB-048R Approving Grant No. G17SN0017A Modification No. 3 between Lea County and the Office of National Drug Control Policy Increasing Funds for the High Intensity Drug Trafficking Area (HIDTA) Region VI Awarded 01/01/2017 to 12/31/2018. The motion was seconded by Vice Chair Long and passed unanimously.

- Consideration of Approval of Lea County Resolution No. 18-FEB-049R Authorizing Out of State Travel March 31 – July 01, 2018 to Sanford, North Carolina for Police K-9 Trainer/Instructors Course (Law Enforcement) (Wm Robert Sullivan, HIDTA Region VI Drug Task Force Commander)

Commander Roach in Lieu of Commander Sullivan requested approval. Commissioner Jackson moved to approve Lea County Resolution No. 18-FEB-049R Authorizing Out of State Travel March July 01, 2018 to Sanford, North Carolina for Police K-9 Trainer/Instructors Course (Law Enforcement). The motion was seconded by Vice Chair Long and passed unanimously.

- Consideration of Approval of Lea County Resolution No. 18-FEB-050R Accepting the FY 2016-2017 Financial Audit (Chip Low, Finance Director)

Director Low requested approval. Chris Garner, CPA. With Pattillo, Brown & Hill, presented a discussion concerning the FY 2016-2017 Financial Audit. Commissioner

Sena moved to approve Lea County Resolution No. 18-FEB-050R accepting the FY 2016-2017 Financial Audit. The motion was seconded by Commissioner Jackson and passed unanimously.

- Consideration of Approval of Lea County Resolution No. 18-FEB-051R Authorizing Out of State Travel February 25-26, 2018 to Kyle, Texas to Attend Hays County Property Hearing (Kelly Ford, DWI/Probation Director)

Manager Gallagher in Lieu of Director Ford requested approval. Commissioner Jackson moved to approve Lea County Resolution No. 18-FEB-051R Authorizing Out of State Travel February 25-26, 2018 to Kyle, Texas to Attend Hays County Property Hearing. The motion was seconded by Vice Chair Long and passed unanimously.

- Consideration of Approval of Lea County Resolution No. 18-FEB-052R Approving the 2017-2018 3rd & Final Option to Renew Agreement between Lea County and Waste Management of New Mexico, Inc. for Solid Waste Hauling Services – Convenience Centers (Lorenzo Velasquez, Director of Emergency Management)

Director Velasquez requested approval. Commissioner Sena moved to approve Lea County Resolution No. 18-FEB-052R Approving the 2017-2018 3rd Final Option to Renew Agreement between Lea County and Waste Management of New Mexico, Inc. for Solid Waste Hauling Services – Convenience Centers. The motion was seconded by Vice Chair Long and passed unanimously.

- Consideration of Approval of Lea County Resolution No. 18-FEB-053R Authorizing Out of State Travel May 5-10, 2018 to St Louis, Missouri to Attend the 112th Annual Government Finance Officers Association Conference (Chip Low, Finance Director)

Director Low requested approval. Vice Chair Long moved to approve Lea County Resolution No. 18-FEB-053R Authorizing Out of State Travel May 5-10, 2018 to St Louis, Missouri to Attend the 112th Annual Government Finance Officers Association Conference. The motion was seconded by Commissioner Jackson and passed unanimously.

ITEM 03: DISCUSSION ITEMS

- Discussion of Lea County's Financial Report (Chip Low, Finance Director)

Director Low presented Lea County's Financial Report. No action taken.

- Discussion of Lea County's Accounts Payable (Chip Low, Finance Director)

Director Low presented Lea County's Accounts Payable. No action taken.

- Discussion of Lea County's FY 2019 Preliminary Budget Expenditures (Chip Low, Finance Director)

Director Low presented Lea County's FY 2019 Preliminary Budget Expenditures. No action taken.

ITEM 04: EXECUTIVE SESSION

- **Board of County Commissioners**

- Pursuant to Section 10-15-1 (H7), and (H8) of the New Mexico Statutes Annotated (NMSA) 1978; to Discuss Pending Litigation in Which the County is a Party Before the Office of the State Engineer, More Specifically OSE Files L-12652 through L-12694, Threatened Litigation Concerning a Contract for Services at the Event Center, and the Acquisition of Real Property in Southern Lea County, as Authorized by the Open Meetings Act.

- At 9:45 a.m. Vice Chair Long moved to convene in Executive Session pursuant to **Section 10-15-1, (H7), and (H8), of the New Mexico Statutes Annotated (NMSA) 1978; to Discuss Pending Litigation in Which the County is a Party Before the Office of the Sate Engineer, More Specifically OSE Files L-12652 through L-12694, Threatened Litigation Concerning a Contract for Services at the Event Center, and the Acquisition of Real Property in Southern Lea County, as Authorized by the Open Meetings Act.** The motion was seconded by Commissioner Jackson. Secretary polled the Commission. Chair Black yes; Vice Chair Long, yes; Commissioner Jackson, yes; Commissioner Sena; yes; Commissioner Jones, yes.

The meeting reconvened at 10:48 a.m.

Let the record reflect that only those matters announced in the motion to go into closed session were discussed

ITEM 06: OTHER BUSINESS

There was no other business

The meeting adjourned at 10:48 a.m.

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

Ron Black, Chair

Rebecca Long, Vice Chair

Dean Jackson, Member

Jonathan Sena, Member

Don Jones, Member

**ATTEST: Keith Manes
Lea County Clerk**

Kelli Williams



Lea County Board of County Commissioners
Regular Meeting

Thursday, March 08, 2018 9:00 A.M.

Lea County Courthouse - Commission Chambers - 100 North Main Avenue, Lovington, New Mexico

Public Comments - Sign In Sheet

PRINT NAME	ORGANIZATION	TITLE	PHONE	EMAIL
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**STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-JAN-017R**

OPEN MEETINGS ACT REQUIREMENTS AND PROCEDURES FOR LEA COUNTY

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission or other policy making body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, the Open Meetings Act, NMSA 1978, Section 10-15-1(D), requires the Board of County Commissioners of Lea County ("County Commission") to determine annually what constitutes reasonable notice of its public meetings; and

WHEREAS, NMSA 1978, Section 4-38-12 as amended, allows the County Commission to establish rules and regulations to govern the transaction of county business in these meetings.

NOW, THEREFORE, BE IT RESOLVED that:

1. All meetings of the Board of County Commissioners will be held at the Commission Meeting Room at the Lea County Courthouse, Lovington, New Mexico, at 9:00 a.m. or as otherwise indicated in the meeting notice.
2. Unless otherwise noticed, there will be two regular meetings each month held on the date announced at the prior meeting. Notice of regular meetings will be given at least seven days in advance. The agenda will be available at least seventy-two (72) hours in advance of regular Commission Meetings from the office of the County Manager located on the fourth floor of the Lea County Courthouse, Lovington, New Mexico 88260 and posted on the Lea County website (www.leacounty.net). In addition, a meeting agenda will be sent to all broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have provided a written request for such notice. The agenda will indicate the time, date, place and specific items to be discussed during the County Commission meeting. The County Commission shall take action only on items appearing on the agenda.
3. In addition to the Board's regular meetings, work sessions and special meetings may be called at the discretion of the Chair or upon the request of two Commissioners upon seventy-two (72) hours notice, in accordance with paragraph 5. The final agenda for work sessions

and special meetings shall be available at least seventy-two (72) hours in advance of the work session or special meeting.

4. Emergency meetings will be called only under unforeseen circumstances that, if not addressed immediately by the County Commission, will likely result in injury or damage to persons or property or substantial financial loss to Lea County. The County Commission will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chair or any two Commissioners upon twenty-four hours (24) notice, unless a threat of personal injury, property damage or substantial financial loss requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten days of taking action on an emergency matter, the County Commission shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency.
5. For the purposes of regular meetings described in paragraph two of this resolution, notice requirements are met if notice of the date, time, place and agenda or information on how the public may obtain a copy of such an agenda is posted on the Lea County website and provided to all broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have provided a written request for such notice.
6. For the purposes of emergency meetings described in paragraph three of this resolution, notice requirements shall be met if notice of the date, time, place and agenda is posted on the outermost doors of the Courthouse and in the offices of the County Manager, who shall also provide telephonic notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
7. In addition to the information specified above, all notices shall include the following language:

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Lea County Manager's office located in the Lea County Courthouse in Lovington, New Mexico 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 Lea County Manager's Office at the Lea County Courthouse if a summary or other type of accessible format is needed.
8. The County Commission may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirements under the Open Meetings Act, Section 10-15-1(H) NMSA 1978 Comp.
 - A. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the County Commission taken during the open meeting. The authority for the closure and the subjects to be discussed shall be stated in the

motion for closure and the vote on closure of each individual member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting.

- B. If a closed meeting is conducted when the County Commission is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
 - C. Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
 - D. Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Commission in an open public meeting.
- 9. The notice requirements set forth above in paragraphs two, three, and four shall apply to all Boards and Committees appointed by the County Commission.
 - 10. All persons, agencies or organizations who desire to discuss public business or matters with the County Commission at a County Commission meeting, must make their request to the County Manager prior to the commencement of the County Commission meeting.
 - 11. The request may be oral or written and must include the name of the person making the request and the subject on which they wish to address the County Commission. Such persons addressing the County Commission will be limited to three (3) minutes.
 - 12. All persons, agencies or organizations that require additional time to discuss public business or matters with the County Commission, must make their request, in writing, at least seven (7) days prior to the County Commission meeting. Such persons addressing the County Commission will be allowed up to fifteen (15) minutes in the discretion of the Chairman.
 - 13. The County Commission may, by Resolution, adopt additional rules and regulations regarding the conduct of the meetings of the County Commission and any of its subordinate Boards or Committees.

PASSED, APPROVED AND ADOPTED IN OPEN MEETING on this 11th day of January, 2018.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black

Ron R. Black, Chair

Voted: Yes No Abstain

Rebecca Long

Rebecca Long, Vice Chair

Voted: Yes No Abstain

Dean Jackson

Dean Jackson, Member

Voted: Yes No Abstain

Jonathan Sena

Jonathan Sena, Member

Voted: Yes No Abstain

Richard Don Jones

Richard Don Jones, Member

Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

By: Tryon Hassen
Tryon Hassen, Deputy

John W. Caldwell
John W. Caldwell, County Attorney



Commissioners and Manager Comments

1





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator sstout@leacounty.net by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 03/06/2018	SUBMITTED BY Name/Title/Dept: Sandra J. Stout-Brito/Executive Coordinator/Exec Dept.
SUBJECT: Commissioners/Manager Comments	ATTACHMENT(S):
NO. OF ORIGINALS FOR SIGNATURE: 00 ***Select One** 00 ***Select One** 00 ***Select One**	ACTION REQUESTED: Discussion Item
STRATEGIC PLAN Implementation of 5 Year Strategic Plan: Section 2.3: Continuous communication with the public is beneficial and necessary.	
SUMMARY: Comments from the Commissioners & County Manager	
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> If checked; how many: Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other:	See Additional Summary Attached <input type="checkbox"/>
SUBMITTER'S RECOMMENDATION(S): Discussion Only	Submitter's Signature Department Director, Etc. <i>Sandra J. Stout-Brito</i> <small>Digitally signed by Sandra J. Stout-Brito DN: cn=Sandra J. Stout-Brito, o=Lea County Government, ou=Executive, email=sstout@leacounty.net, c=US Date: 2018.03.06 13:58:05 -0700</small>
FINANCE REVIEW Fiscal Impact/Cost: ByPass Finance Review	Reviewed by Finance Director ByPass Finance Review <i>Sandra J. Stout-Brito</i> <small>Digitally signed by ByPass Finance Review DN: cn=ByPass Finance Review, o=Lea County Government, ou=Finance, email=sstout@leacounty.net, c=US Date: 2018.03.06 13:58:15 -0700</small>
LEGAL REVIEW: ByPass Legal Review (Note: Travel does not need legal review)	Reviewed by County Attorney ByPass Legal Review <i>Sandra J. Stout-Brito</i> <small>Digitally signed by ByPass Legal Review DN: cn=ByPass Legal Review, o=Lea County Government, ou=Legal, email=sstout@leacounty.net, c=US Date: 2018.03.06 13:58:25 -0700</small>
COUNTY MANAGER REVIEW:	Approved by County Manager to be Placed on Agenda Standard Agenda Item <i>Sandra J. Stout-Brito</i> <small>Digitally signed by Standard Agenda Item DN: cn=Standard Agenda Item, o=Lea County Government, ou=Executive, email=sstout@leacounty.net, c=US Date: 2018.03.06 13:58:53 -0700</small>
Item 0103 RECORDING SECRETARY'S USE ONLY -- COMMISSION ACTION TAKEN	
Approved: _____ Resolution No. _____ Continued To: _____	Denied: _____ Policy No. _____ Referred To: _____
Other: Discussion Only Ordinance No. _____ Comments: _____	

Consideration of Approval of Lea County Resolution No. 18-MAR-055R Approving the Lea County Indigent Claims Burial/Cremation Report.



BURIAL INDIGENT CLAIMS							
	Date Deceased	Date of Birth	Funeral Home	Amount Requested	Type of Burial	Recommendation for Approval	Comments
Claim #1	01-19-2018	08-28-1978	Chapel of Hope	\$600.00	Cremation Total	<u>\$600.00</u>	Deceased owned no property.
Claim #2	01-20-2018	05-23-1971	Chapel of Hope	\$600.00	Burial Total	<u>\$600.00</u>	Deceased owned no property.
Claim #3	1-20-2018	05-23-1971	City of Hobbs	\$400.00	Opening & Closing Fee Total	<u>\$400.00</u>	Deceased owned no property.

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-055R

A RESOLUTION APPROVING THE LEA COUNTY INDIGENT CLAIMS BURIAL/CREMATION REPORT

WHEREAS, New Mexico Statutes Annotated (NMSA) 1978, Section 24-13-5 states that the Board of County Commissioners may authorize payment for the burial or cremation of an indigent person or of an unclaimed person; and

WHEREAS, Wednesday Lee Yoakum died on January 19, 2018, and owned no property and being determined to be indigent; and

WHEREAS, Audra Dawn Evans died on January 20, 2018, and owned no property and being determined to be indigent; and

WHEREAS, staff recommends payment of \$1200.00 be made to the Chapel of Hope and \$400.00 to City of Hobbs, for the cremation of Wednesday Lee Yoakum, burial of Audra Dawn Evans and opening and closing fee.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lea County that payment be made to Chapel of Hope in the amount of \$1,200.00 for the cremation and burial for both Wednesday Lee Yoakum and Audra Dawn Evans. City of Hobbs \$400.00 for opening and closing fee for Audra Dawn Evans.

PASSED AND APPROVED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Rebecca Long, Vice Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain

Richard Don Jones, Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Kelli Williams, Deputy Clerk

John W. Caldwell, County Attorney

Consideration of Approval of Lea County Resolution No. 18-MAR-056R Approving Award of Request for Proposal (RFP) No. 10 2017 – 2018 for As-Needed Legal Counsel Regarding Water Law for Lea County.



STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-056R

A RESOLUTION APPROVING AWARD OF REQUEST FOR PROPOSAL NO. 10 2017 – 2018
FOR AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW FOR LEA COUNTY

WHEREAS, the Board of County Commissioners terminated its recent contract for legal services regarding water issues; and

WHEREAS, staff issued, at the direction of the Board of County Commissioners, a Request for Proposals (RFP) for Legal Counsel regarding water issues; and

WHEREAS, one response to the RFP was received; and

WHEREAS, the evaluation committee recommends the selection of the law firm of Utton & Kery, P.A. to provide legal services to Lea County on water issues.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Lea County, that the law firm of Utton & Kery, P.A. be awarded the contract for legal services regarding water issues.

BE IT FURTHER RESOLVED that the County Manager finalize and sign any agreements consistent with the terms of this resolution.

PASSED, APPROVED and ADOPTED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Rebecca, Long, Vice Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain

Richard Don Jones, Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Kelli Williams, Deputy Clerk

John W. Caldwell, County Attorney



Finance Department
100 North Main, Suite 11
Lovington, NM 88260

Phone: (575) 396-8521
Fax: (575) 396-5684
e-mail: kmclaughlin@leacounty.net

LEGAL NOTICE OF REQUEST FOR PROPOSALS
LEA COUNTY, NEW MEXICO

AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW
LEA COUNTY

COMMODITY CODE: 91874, 91897, 96149, 96191, 96296, 96891
PROPOSAL #10 - (17-18)

DUE DATE: FEBRUARY 28, 2018 - 3:00 P.M. (MST)

Lea County Finance Department will receive sealed proposals in the Finance Department, Fourth Floor, Courthouse, Lovington, New Mexico, for AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW.

The Request for Proposals and any future addenda may be obtained from Lea County's web site at www.leacounty.net under "Procurement" or by contacting the Finance Department, at 100 N. Main, Suite 11, FOURTH FLOOR, Lovington, New Mexico 88260-4030, 575-396-8521, Ext. 2355, kmclaughlin@leacounty.net.

ALL QUESTIONS must be in writing to the contact information above. Only questions asked and answered in writing will be binding.

Ron Black, Chairman

Hobbs Daily News Sun

February 14, 2018

TERMS AND CONDITIONS
LEA COUNTY, NEW MEXICO

AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW
LEA COUNTY

PROPOSAL #10 - (17-18)

DUE DATE: FEBRUARY 28, 2018 - 3:00 P.M. (MST)

1. The Terms and Conditions will form part of the contract between the County and the successful offeror. Failure to comply with all of the Terms and Conditions may subject the offer to rejection.
2. All proposals will be sealed, addressed and delivered **by 3:00 p.m. (MST) on FEBRUARY 28, 2018** to: The Finance Department, FOURTH FLOOR, 100 North Main, Suite 11, Lovington, New Mexico 88260-4030. **Please mark the outside of the envelope "Prop #10"**. It is the offeror's responsibility to see that the proposal arrives on time. **Late proposals, FAXes, e-mails, or telephone proposals will not be accepted.**
3. Each offeror is to submit its proposal on the form provided. The form must be fully completed.
4. All proposals are FOB Lea County Courthouse, Lovington, New Mexico.
5. Any resident business registered with the State Purchasing Agent may list its Resident Certification Number.
6. All offerors will be notified by letter of the Board's award.
7. A multi-term proposal is being sought. The County's payment and performance obligations for succeeding fiscal periods will be subject to the availability and appropriation of funds. Multi-term proposals must have a provision allowing the County to terminate the agreement at will at any time, or at least to the end of each fiscal year, without penalty. There must be no "equitable or moral" duty to continue to make payments under the proposal.
8. Proposal specifications indicate the minimum standard of quality, performance or other pertinent characteristics required. All services equal or exceeding these specifications will be considered. All options, variations or exceptions to specifications must be listed.
9. In case of ambiguity in stating proposal prices, the County reserves the right to adopt the most advantageous interpretation.

TERMS AND CONDITIONS
LEA COUNTY, NEW MEXICO

AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW
LEA COUNTY

PROPOSAL #10 - (17-18)

DUE DATE: FEBRUARY 28, 2018 - 3:00 P.M. (MST)

10. The County reserves the right to waive technical irregularities in the form of the offer which do not alter price, quality or quantity, and to reject any or all offers when it is in the best interest of the County to do so.
11. In signing this proposal, the Vendor certifies that there has been no direct or indirect action in restraint of free competitive proposals in connection with this proposal submitted to Lea County.
12. In submitting this proposal, the offeror represents the offeror has familiarized himself with the nature and extent of the Request for Proposals dealing with Federal, State and local requirements which are part of this Request for Proposals.
13. The offeror will save and hold the County harmless from all suits, actions, claims, losses and expenses, including attorney's fees brought on account of any injuries or damages sustained by any employee or person, including wrongful death, or damage to property as a result of any negligence, misconduct or omission by the offeror or employee or agent thereof connected in any way with offeror's performance under this contract.
14. The Lea County Procurement Policy and the New Mexico Procurement Code, 13-1-28 through 199, NMSA, 1978, will apply to this procurement and prevail over any inconsistent terms and govern all interpretations of contract documentation. In addition, criminal laws prohibit bribes, gratuities and kickbacks.
15. This agreement is subject to New Mexico law, including but not limited to, the Procurement Code, the New Mexico Public Works Minimum Wage Act and all federal and state laws, rules and regulations pertaining to equal employment opportunity. The rights and obligations set forth herein are to be construed and interpreted according to said laws, regardless of whether they are expressly set forth herein. Should any provision herein be found to be legally unenforceable, it will not affect the legality or enforceability of the remainder of this contract, so long as the basic intent and object of this agreement is not undermined by the elimination of the objectionable provision(s).

The Offeror agrees to comply with state laws and rules applicable to workers' compensation benefits for its employees. If the Offeror fails to comply with the Workers' Compensation Act and applicable rules when required to do so, this agreement may be terminated by the contracting agency.
16. It is expressly agreed and understood that the Offeror is not authorized to enter into any contract on behalf of the County. It is also acknowledged that the Offeror, its agents and employees, by virtue of award of this proposal, are not entitled to any fringe benefits available to the employees of Lea County.

17. LIABILITY INSURANCE: ***Lea County will be listed as co-insured on all policies as required by written contract on all available policies.*** The offeror will be required to carry:

- a) General and professional liability insurance in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.
- b) Auto liability insurance in the amount of \$1,000,000.00
- c) Workers' Compensation insurance as required by the State of New Mexico.

18. After award, proposals are subject to public inspection. **Any confidential or proprietary information should be marked as such** with a brief explanation as to why. **Entire proposals may not be considered confidential.** All material submitted will become the property of Lea County and will not be returned.

SPECIFICATIONS AND CONTRACTUAL TERMS
LEA COUNTY, NEW MEXICO

AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW
LEA COUNTY

PROPOSAL #10 - (17-18)

DUE DATE: FEBRUARY 28, 2018 - 3:00 P.M. (MST)

Lea County is seeking as-needed legal counsel regarding **water law** issues. Award will be for one year, and upon mutual agreement there will be three one-year options to renew.

The following items are included in this proposal:

1. Scope of Work
2. Proposal Requirements
3. Evaluation Criteria
4. Proposal Form

SCOPE OF WORK

The County desires to enter into a non-exclusive contractual relationship with a practicing attorney to provide legal counsel regarding water issues, including but not limited to research, issuance of legal opinions, preparation of legal documents, and courtroom/administrative agency appearances.

The County contemplates a twelve-month contract beginning as soon as possible after award, which could be extended for three additional twelve-month periods at the discretion of both parties. Further provided, this contract may be terminated by either party upon thirty (30) days written notice. Any subsequent year contracts beyond the county's fiscal year must be subject to availability and appropriation of funds.

Basic hours hourly rates and related fees/expenses are subject to negotiation. Any request for an increase in hourly rates or fees/expenses must be presented at least 45 days prior to the contract's annual renewal date. No retainer will be paid.

The attorney must represent no client with an interest adverse to the County or its officials. If a conflict of interest on any matter arises under this contract, the attorney must immediately notify the Lea County Attorney and Lea County Manager who may seek substitute counsel.

SPECIFICATIONS AND CONTRACTUAL TERMS
LEA COUNTY, NEW MEXICO

AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW
LEA COUNTY
PROPOSAL #10 - (17-18)
DUE DATE: FEBRUARY 28, 2018 - 3:00 P.M. (MST)

The County may reimburse attorney for expenses incurred in the representation of Lea County. Restrictions and limitations of such reimbursement will be negotiated with the selected proposal. Printed receipts must be submitted with invoices.

The attorney will bear the basic costs of the operations of the office.

Offeror must possess a current license to practice law in the State of New Mexico and provide a copy of the license with the offer.

In the written offer, the following information must be provided to the County to allow for an in-depth evaluation of experience and expertise.

PROPOSAL REQUIREMENTS

Please prepare and number your proposal as follows:

1.
 - a. List and describe in detail legal experience regarding water issues.
 - b. List and describe in detail legal experience representing municipalities or counties on water law matters.
2. Provide a detailed resume(s) including education and all legal experience.
3. Economic benefit to Lea County – Propose hourly fees or monthly / quarterly / annual flat fee. (***Hours per month can range from a few to 100***)

SPECIFICATIONS AND CONTRACTUAL TERMS
LEA COUNTY, NEW MEXICO

AS-NEEDED LEGAL COUNSEL REGARDING WATER LAW
LEA COUNTY

PROPOSAL #10 - (17-18)

DUE DATE: FEBRUARY 28, 2018 - 3:00 P.M. (MST)

EVALUATION CRITERIA: The selection of the legal services provider will be based on the following criteria:

	<u>POSSIBLE POINTS</u>
1. Experience with water law issues, excluding that identified in 2 below	25
2. Experience specific to municipal and county water issues	35
3. Education and overall experience	15
4. Economic benefit to Lea County (rates)	<u>25</u>
TOTAL	100 =====

Offerors must submit an original (1) copy + five (5) copies and an electronic (1) copy of their offer.

SAMPLE CONTRACT: A sample Lea County contract is attached for your information. If you have a contract format that you normally use, please provide a copy with your offer.

The Terms and Conditions are incorporated herein by reference.

End of Specifications.

**OPTIONS, EXCEPTIONS OR VARIATIONS
LEA COUNTY, NEW MEXICO**

**AS-NEEDED LEGAL COUNSEL REGARDING WATER RIGHTS
LEA COUNTY**

PROPOSAL #10 - (17-18)

DUE DATE: FEBRUARY 28, 2018 - 3:00 P.M. (MST)

Please state each and every option, exception, or variation to the specifications (if any) for the services offered. **Please sign below and return with your offer.**

1) THERE ARE OPTIONS, EXCEPTIONS OR VARIATIONS.

Signature

OR --

2) THERE ARE NO OPTIONS, ETC. LISTED. The services offered on this Request For Proposal meet or exceed all specifications, terms and conditions as described in said Request For Proposal without exceptions. I understand services not meeting all specifications, terms and conditions will be rejected.

Signature

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official’s behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

“Pendency of the procurement process” means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Prospective contractor” means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any, including but not limited to: Commissioners: Ron Black, Rebecca Long, Don Jones, Dean Jackson, Jonathan Sena; Sheriff Byron Wester; Treasurer Susan Marinovich; Clerk Keith Manes; Assessor Sharla Kennedy.

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s)

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)

Veterans / Resident Preference Certification

_____ (NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

Please check one box only

Veteran Resident Businesses:

- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than \$1M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.
- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$1M but less than \$5M allowing me the 8% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.
- I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$5M allowing me the 7% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

Resident Businesses:

- I declare under penalty of perjury that my business is a New Mexico resident business allowing me the 5% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business' application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State's Division of the General Services Department the awarded amount involved. I will indicate in the report the awarded amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

Resident Business/Veteran Business Certificate Number: _____

(Signature of Business Representative)*
Must be an authorized signatory for the Business.

(Date)

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or un-award of the procurement involved if the statements are proven to be incorrect.

A valid New Mexico Resident Business or New Mexico Resident Business Certificate number must be provided in order to receive preference.

Related Party Disclosure Form

1. Are you indebted to or have a receivable from any member of the Board of County Commissioners; elected county officials, administration officials, department heads, and key management supervisors with the County of Lea?

Yes _____ No _____

2. Are you, or any officer of your company related to any member of the Board of County Commissioners; elected county officials, administration officials, department heads, key management supervisors of the County of Lea and have you had any of the following transactions since January 1, 2008, to which Lea County was, is to be, a party?

Yes No

Sales, Purchase or leasing of property? _____ _____

Receiving, furnishing of goods, services
or facilities? _____ _____

Commissions or royalty payments _____ _____

3. Does any member of the Board of County Commissioners; elected county officials, administration officials, department heads, key management supervisors with the County of Lea, have any financial interest in your company whether a sole proprietorship, partnership, or corporation of any kind that currently conducts business with the County of Lea?

Yes _____ No _____

4. At any time from January 2008 through the present, did you, your company, or any officer of your company have an interest in or signature authority over a bank account for the benefit of a member of the Board of County Commissioners; elected county officials, administration officials, department heads, key management supervisors with the County of Lea?

Yes _____ No _____

5. Are you negotiating to employ or do you currently employ any employee, officer or family member of an employee or officer of County of Lea?

Yes _____ No _____

The answers to the foregoing questions are correctly stated to the best of my knowledge and belief.

Signature of Owner or Company President: _____ **Date** _____

(Print Name and Title): _____

Certification Regarding Debarment, Suspension, and Other Responsibility Matters

Offeror certifies to the best of its knowledge and belief that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three year period preceding this proposal been convicted of, had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State Antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any offenses; and
4. Have not within a three-year period preceding this application/proposal had one or more public transaction (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be ground for rejection of this proposal or termination of the award. Under 18USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Signature of Authorized Representative

Date

Typed Name & Title of Authorized Representative

NON-COLLUSION AFFIDAVIT

STATE OF _____)

County OF _____)

_____ (name) being first duly sworn, deposes and says

that he/she is (title) _____

of (organization) _____

who submits herewith to the County of Lea, a proposal:

That all statements of fact in such proposal are true:

That said proposal was not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation;

That said bidder has not, directly or indirectly by agreement, communication or conference with anyone attempted to induce action prejudicial to the interest of the County of Lea, or of any bidder of anyone else interested in the proposed contract; and further,

That prior to the public opening and reading of proposal, said bidder:

1. Did not directly or indirectly, induce or solicit anyone else to submit a false or sham proposal
2. Did not directly or indirectly collude, conspire, connive or agree with anyone else that said bidder or anyone else would submit a false or sham proposal, or that anyone should refrain from bidding or withdraw his proposals;
3. Did not in any manner, directly or indirectly, seek by agreement, communication or conference with anyone to raise or fix the proposal price of said bidder or of anyone else, or to raise or fix any overhead, profit or cost element of their proposal price, or of that of anyone else;
4. Did not directly or indirectly, submit his proposed price or any breakdown thereof, or the contest thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association organization, bid depository or to any member or agent thereof, or to any individual of group of individuals, except that County of Lea, or to any person or persons who have a partnership or other financial interests with said bidder in his business.

By: _____

Title _____

SUBSCRIBED and sworn to before me this _____ day of _____, 20_____.

Notary Public: _____

My Commission Expires:

Consideration of Approval of Lea County Resolution No. 18-MAR-057R Approving Fourth Modification to Amended Agreement between Lea County and New Mexico Corrections Department (NMCD) for the Operation of Lea County Correctional Facility (LCCF).

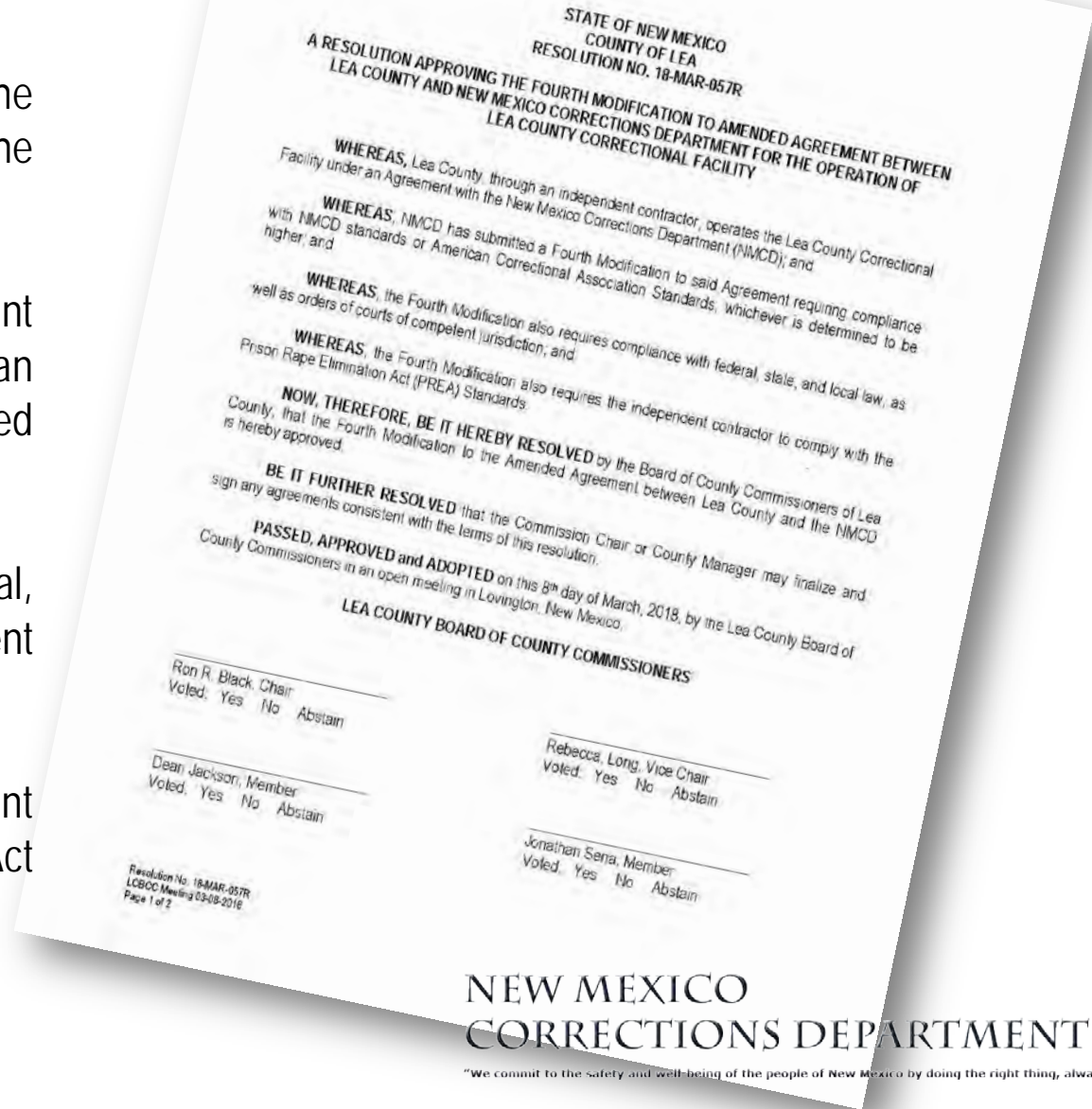


Lea County, through an independent contractor, operates the Lea County Correctional Facility under an Agreement with the New Mexico Corrections Department (NMCD).

NMCD has submitted a Fourth Modification to said Agreement requiring compliance with NMCD standards or American Correctional Association Standards, whichever is determined to be higher.

The Fourth Modification also requires compliance with federal, state, and local law, as well as orders of courts of competent jurisdiction.

The Fourth Modification also requires the independent contractor to comply with the Prison Rape Elimination Act (PREA) Standards.



NEW MEXICO
CORRECTIONS DEPARTMENT



"We commit to the safety and well-being of the people of New Mexico by doing the right thing, always."



**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator sstout@leacounty.net by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 03/06/2018		SUBMITTED BY Name/Title/Dept: John Caldwell/County Attorney/Legal Department	
SUBJECT: Approve Fourth Modification to Amended Agreement Between New Mexico Corrections Department and Lea County		ATTACHMENT(S): Resolution Fourth Modification to Amended Agreement Between NMCD and Lea	
NO. OF ORIGINALS FOR SIGNATURE: 01 ***Select One** 00 ***Select One** 00 ***Select One**		ACTION REQUESTED: Action Item	
STRATEGIC PLAN Implementation of 5 Year Strategic Plan:			
SUMMARY: Lea County, through an independent contractor, under an Agreement with the New Mexico Corrections Department operates the Lea County Correctional Facility. This modification requires the contractor to comply with standards of the NMCD or American Correctional Association Standards for Adult Correction Institutions, whichever is the higher standard as determined by NMCD. It also addresses court orders, federal law, state law, and local codes. The modification also requires adherence to the Prison Rape Elimination Act Standards.			
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____ <small>If checked, how many:</small>		See Additional Summary Attached <input type="checkbox"/>	
SUBMITTER'S RECOMMENDATION(S): Submitted 03/06/2018 Recommend approval.		Submitter's Signature Department Director, Etc. <i>John W. Caldwell</i>	
FINANCE REVIEW Fiscal Impact/Cost: Sent to Manager 03/06/2018 There is no financial impact to Lea County with this agenda summary.		Reviewed by Finance Director Digitally signed by <i>Henry C Low Jr</i> Date: 2018.03.06 14:16:27 -07'00'	
LEGAL REVIEW: Sent to Finance 03/06/2018 (Note: Travel does not need legal review)		Reviewed by County Attorney <i>John W. Caldwell</i>	
COUNTY MANAGER REVIEW:		Approved by County Manager to be Placed on Agenda <i>[Signature]</i> 3/7/18	
Item 0202 RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN			
Approved: _____	Denied: _____	Other: _____	MAR 08 2018 LCBCC Meeting
Resolution No. <u>18-MAR-057R</u>	Policy No. _____	Ordinance No. _____	
Continued To: _____	Referred To: _____	Comments: _____	

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-057R

A RESOLUTION APPROVING THE FOURTH MODIFICATION TO AMENDED AGREEMENT BETWEEN
LEA COUNTY AND NEW MEXICO CORRECTIONS DEPARTMENT FOR THE OPERATION OF
LEA COUNTY CORRECTIONAL FACILITY

WHEREAS, Lea County, through an independent contractor, operates the Lea County Correctional Facility under an Agreement with the New Mexico Corrections Department (NMCD); and

WHEREAS, NMCD has submitted a Fourth Modification to said Agreement requiring compliance with NMCD standards or American Correctional Association Standards, whichever is determined to be higher; and

WHEREAS, the Fourth Modification also requires compliance with federal, state, and local law, as well as orders of courts of competent jurisdiction; and

WHEREAS, the Fourth Modification also requires the independent contractor to comply with the Prison Rape Elimination Act (PREA) Standards.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Lea County, that the Fourth Modification to the Amended Agreement between Lea County and the NMCD is hereby approved.

BE IT FURTHER RESOLVED that the Commission Chair or County Manager may finalize and sign any agreements consistent with the terms of this resolution.

PASSED, APPROVED and ADOPTED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Rebecca, Long, Vice Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain

Richard Don Jones, Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Kelli Williams, Deputy Clerk

John W. Caldwell, County Attorney

**FOURTH MODIFICATION TO
AMENDED AGREEMENT
BETWEEN
NEW MEXICO CORRECTIONS DEPARTMENT
AND
LEA COUNTY, NEW MEXICO**

The New Mexico Corrections Department (hereinafter “NMCD”) and Lea County, New Mexico, (hereinafter the “County”) hereby enter into this Amended Agreement effective upon approval of the parties.

WHEREAS, the NMCD has entered into a contract with Lea County, pursuant to law, to provide and operate a Jail Facility with up to 2,200 beds, which facility met all applicable design, construction and operational standards for the housing of inmates from Lea County and/or NMCD inmates (hereinafter referenced as the “Facility”); and

NOW, THEREFORE, for and in consideration of the promises and mutual covenants contained in the agreement, and subject to the conditions set forth herein, the Parties hereto covenant, agree and bind themselves to modify the Amended Agreement as follows:

WHEREAS, **Article 59.0 Amendment** provides the following:

59.0 Amendment. This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto;

The Parties agree to amend 1.0 General Duties and Obligations to include 1.6 Prison Rape Elimination Act (PREA) Standards as follows:

1.0 General Duties and Obligations: NMCD Standards and Policies. Lea County shall house NMCD inmates in the Facility in full compliance with the Standards, Codes, Court Orders, and NMCD Policies set forth in subsections 1.1 through 1.5, below, as same may be applicable to the care and custody of NMCD inmates at the Facility, and shall operate, maintain and manage the Facility in compliance with all applicable federal and state constitutional requirements and laws. When differences between applicable Standards and/or NMCD policies exist, the higher Standard and/or NMCD policies shall be followed. If the parties cannot agree upon which is the higher Standard, NMCD's determination shall be controlling. In the event any waivers or deviations for the Standards and/or NMCD policies are necessary for the operation of the Facility, applications for such waivers or deviations may be made by Lea County to the NMCD Director of Adult Prisons, as required.

- 1.1 **ACA Standards:** the American Correctional Association *Standards for Adult Correctional Institutions*, Fourth Edition, January 2003, as supplemented and as same may be modified or amended in the future, published by ACA.
- 1.2 **Codes:** all federal, state and local codes applicable to the Facility.
- 1.3 **Court orders:** any orders or judgments issued by a court of competent jurisdiction, any stipulations, agreements, or plans, entered into in connection with litigation that are applicable to the operations, management or maintenance of the Facility and relate to the care and custody of inmates, including, but not limited to, orders or judgments issued by courts, stipulations, agreements, and plans entered into in connection with *Duran v. Johnson*, CV-77-0721-JC.
- 1.4 **NMCD Policies:** policies, procedures, standards, regulations, directives, manuals, and requirements of the NMCD.
- 1.5 **Standards:** applicable federal and state laws, codes, statutes, regulations, constitutional requirements, court orders, ACA Standards, and NMCD Policies including, but not limited to, those contained in *Duran v. Johnson*, CV-77-0721-JC (the *Duran* consent decree), as modified on December 20, 1991; the list of NMCD policies attached hereto as Exhibit 1; and NMCD's Standards of Care regarding mental health care.
- 1.6 **Prison Rape Elimination Act (PREA) Standards:** Any Contractor providing services to NMCD or its designee who has direct contact with inmates or parolees, who are in the care and custody of the State of New Mexico, shall adhere to PREA standards. Any new contract or contract renewal shall provide for NMCD contract monitoring to ensure that the contractor is complying with the PREA standards. [§115.12]

NOW THEREFORE, The parties agree that all other terms and agreements as set forth in the Amended Agreement shall remain in effect; and, the parties hereby enter into the Modification by affixing their respective authorized signatures below.

NEW MEXICO CORRECTIONS DEPARTMENT

Secretary

Date

General Counsel

Date

LEA COUNTY, NEW MEXICO

Thursday, March 8, 2018

Ron R. Black, Chair, Board of County Commissioners

Date

Thursday, March 8, 2018

John W. Caldwell, County Attorney

Date

Consideration of Approval of Lea County Resolution No. 18-MAR-058R Approving Cooperative Educational Services (CES) Contract for Reconstruction of 9th Street Near Lovington, New Mexico.

1



COOPERATIVE EDUCATIONAL SERVICES (CES) CONTRACT WITH RAMIREZ AND SONS FOR RECONSTRUCTION OF 9TH STREET NEAR LOVINGTON, NEW MEXICO

The proposed contract would allow Ramirez and Sons to complete a widening and reconstruction of 9th Street north of Lovington, NM.

The contract will consist of processing existing material, placing, compacting, and installing 2" of hot-mix asphalt.





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator [sstout@leacounty.net](mailto:ssstout@leacounty.net) by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 03/05/2018		SUBMITTED BY Name/Title/Dept: Corey Needham/ Assistant County Manager	
SUBJECT: Cooperative Service (CES) Contract with Ramirez and Sons for the Reconstruction of 9th Street near Lovington, NM		ATTACHMENT(S):	
NO. OF ORIGINALS FOR SIGNATURE: 01 Agreement 01 Resolution 00 ***Select One**		ACTION REQUESTED: Action Item	
STRATEGIC PLAN Implementation of 5 Year Strategic Plan:			
SUMMARY: The proposed contract would allow Ramirez and Sons to complete a widening and reconstruction of 9th Street north of Lovington, NM. The contract will consist of processing existing material, placing, compacting, and installing 2" of hot-mix asphalt.			
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____ <small>If checked, how many:</small>		See Additional Summary Attached <input type="checkbox"/>	
SUBMITTER'S RECOMMENDATION(S): Submitted 03/05/2018 Staff recommends LCBC accept the contract as presented and allow staff to sign all necessary contract and construction documents to complete this work.		Submitter's Signature Department Director, Etc. Corey Needham <small>Digitally signed by Corey Needham DN: cn=Corey Needham, o=Lea County, ou=Lea County, email=coreyneedham@leacounty.net, c=US Date: 2018.03.05 16:38:09 -0700</small>	
FINANCE REVIEW Fiscal Impact/Cost: Sent to Legal 03/06/2018 The financial impact to Lea County will be expenditures from the Road Fund of less than \$150,000. Funds are budgeted and available in 402-10-4251.		Reviewed by Finance Director Digitally signed by <i>Henry C Low Jr</i> Henry C Low Jr Date: 2018.03.06 08:19:46 -0700	
LEGAL REVIEW: (Note: Travel does not need legal review)		Reviewed by County Attorney	
COUNTY MANAGER REVIEW:		Approved by County Manager to be Placed on Agenda <i>mg</i> 3/7/18	
Item 0203 RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN			
Approved: _____	Denied: _____	Other: _____	
Resolution No. <u>18-MAR-058R</u>	Policy No. _____	Ordinance No. _____	
Continued To: _____	Referred To: _____	Comments: _____	

Lea County
MAR 08 2018
LCBCC Meeting

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-058R

A RESOLUTION APPROVING COOPERATIVE EDUCATIONAL SERVICES (CES) CONTRACT
WITH RAMIREZ AND SONS FOR THE RECONSTRUCTION OF 9TH STREET
NEAR LOVINGTON, NEW MEXICO

WHEREAS, roadways play a critical role in the emergency response, quality of life and economic vitality for citizens of Lea County; and

WHEREAS, Lea County wishes to reconstruct a 1,650 long section of 9th Street north of Lovington NM; and

WHEREAS, Lea County wishes to utilize Ramirez and Sons to perform the work necessary for the reconstruction of the roadway.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Lea County, that the proposed contract with CES for Ramirez and Sons to complete necessary reconstruction work is hereby approved.

BE IT FURTHER RESOLVED that the Commission Chair may finalize and sign any agreements consistent with the terms of this resolution.

PASSED, APPROVED and ADOPTED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Rebecca, Long, Vice Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain

Richard Don Jones, Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Kelli Williams, Deputy Clerk

John W. Caldwell, County Attorney



COOPERATIVE EDUCATIONAL SERVICES (CES) CONTRACT WITH IPR FOR SLURRY/MICRO SEAL ON VARIOUS COUNTY ROADS

The proposed contract would allow IPR, Ltd to install a single lift of type III Polymer Modified Slurry resurfacer (double lift on Bender) at approximate thickness of 3/8" This resurfacing will not only reseal the existing surface but also smooth the surface of the roadways. This process will perform as a chip seal replacement in some residential neighborhoods.

Street to be included in the spring project are to include Allen, Anderson, County Club, Fairway, Twin Lakes, Apache, Dakota, Mesa, Cherokee, Bancock, Adobe, Morning Sun, Zip Franklin, Colonial, Jefferson, 25th, Elm, Ash, Airport Entrance, and West Bender.

The work is scheduled to begin in late March and take approximately 4 weeks to complete.





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator sstout@leacounty.net by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 03/05/2018		SUBMITTED BY Name/Title/Dept: Corey Needham/ Assistant County Manager	
SUBJECT: Cooperative Service (CES) Contract with IPR for Slurry/Micro Seal of Various County Roads		ATTACHMENT(S):	
NO. OF ORIGINALS FOR SIGNATURE: 01 Agreement 01 Resolution 00 ***Select One**		ACTION REQUESTED: Action Item	
STRATEGIC PLAN Implementation of 5 Year Strategic Plan:			
<p>SUMMARY:</p> <p>The proposed contract would allow IPR, Ltd to install a single lift of type III Polymer Modified Slurry resurfacer (double lift on Bender) at approximate thickness of 3/8" This resurfacing will not only reseal the existing surface but also smooth the surface of the roadways. This process will perform as a chip seal replacement in some residential neighborhoods.</p> <p>Street to be included in the spring project are to include Allen, Anderson, County Club, Fairway, Twin Lakes, Apache, Dakota, Mesa, Cherokee, Hancock, Adobe, Morning Sun, Zip Franklin, Colonial, Jefferson, 25th, Elm, Ash, Airport Entrance, and West Bender.</p> <p>The work is scheduled to begin in late March and take approximately 4 weeks to complete.</p>			
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.:		See Additional Summary Attached <input type="checkbox"/>	
Easel <input type="checkbox"/>	Laptop <input checked="" type="checkbox"/>	Projector <input checked="" type="checkbox"/>	Other: _____
SUBMITTER'S RECOMMENDATION(S): Submitted 03/05/2018		Submitter's Signature Department Director, Etc.	
Staff recommends LCBC accept the contract as presented and allow staff to sign all necessary contract and construction documents to complete this work.		Corey Needham <small>Digitally signed by Corey Needham DN: cn=Corey Needham, o=Lea County, ou=Lea County, email=coreyneedham@leacounty.net, c=US Date: 2018.03.05 10:28:03 -0700</small>	
FINANCE REVIEW Fiscal Impact/Cost: Sent to Legal 03/06/2018		Reviewed by Finance Director	
The financial impact to Lea County will be expenditures from the Road Fund of \$400,749.74. Funds are budgeted and available in 402-10-2051.		Digitally signed by Henry C Low Jr <small>Date: 2018.03.06 08:23:24 -0700</small>	
LEGAL REVIEW:		Reviewed by County Attorney	
(Note: Travel does not need legal review)			
COUNTY MANAGER REVIEW:		Approved by County Manager to be Placed on Agenda	
Item 0204 RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN			
Approved: _____	Denied: _____	Other: _____	
Resolution No. <u>18-MAR-059R</u>	Policy No. _____	Ordinance No. _____	
Continued To: _____	Referred To: _____	Comments: _____	

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-059R

**A RESOLUTION APPROVING COOPERATIVE EDUCATIONAL SERVICES (CES) CONTRACT WITH
IPR FOR SLURRY/MICRO SEAL ON VARIOUS COUNTY ROADS**

WHEREAS, roadways play a critical role in the emergency response, quality of life and economic vitality for citizens of Lea County; and

WHEREAS, Lea County performs regular maintenance and sealing of roadways on a scheduled basis; and

WHEREAS, Lea County wishes to utilize IPR, Ltd to install slurry seal on various residential county roadways through the county.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Lea County, that the proposed contract with CES for IPR, Ltd to perform slurry/micro seal functions is hereby approved.

BE IT FURTHER RESOLVED that the Commission Chair may finalize and sign any agreements consistent with the terms of this resolution.

PASSED, APPROVED and ADOPTED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Rebecca, Long, Vice Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain

Richard Don Jones, Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Kelli Williams, Deputy Clerk

John W. Caldwell, County Attorney



IPR, Ltd.
 3740 Hawkins NE, #B
 Albuquerque, NM 87109
 505-292-3331
 LICENSE NO. 32390
PROPOSAL - CONTRACT



TO: CES
 Corey Needham, Lea County
 Lea County
 Hobbs NM

DATE: 03/03/2018
ITTS: CES
PHONE:
JOB LOCATION: Lea County
ESTIMATE: 781865

Using CES Price Agreement

Power clean approximately 150,855.470 square feet of existing asphalt with a single lift of type III Polymer Modified Slurry Resurfacer (double lift on Bender), approximate thickness is 3/8 ". Streets, Allen, Anderson, Country Club, Fairway, Twin Lakes, Apache, Dakota, Mesa, Cherokee, Bancock, Adobe, Mourning Sun, Zip Franklin, 32nd, Colonial, Jefferson, 25th, Elm, Ash, Hobbs Airport Entrance, W. Bender.

Polymer Modified Slurry \$2.36, Cleaning \$.02, Latex \$0.04, Latex, Notifications \$.04 . \$2.48 X 150,855.47 SY = **\$374,121.57**

Mobilization \$2,736.00, Urban Traffic Control \$3,000 = **\$5,736.00**

Tax = **\$20,892.17**

Total = \$400,749.74

\$400,749.74

Four Hundred Thousand, Seven Hundred Forty Nine Dollars and Seventy Four

TAX INCLUDED

Payment shall be due upon completion of work.

If a Subcontract is written based upon this Proposal, this Proposal shall be attached to and made part of the Subcontract.

BUYER'S ACCEPTANCE

CONTRACTOR'S ACCEPTANCE

Proposal Date: **03/03/2018**

Date of Acceptance: _____

IPR, Ltd.

Signature: _____

By:

Mike Daniels
 Mike Daniels

This proposal may be withdrawn if not accepted after the following 30 days:

SIGN AND RETURN THIS COPY IF CHECKED: []

Lea County

SYD.

Allen		3,050.667
Anderson		7,626.667
Country Club		9,152.000
Fairway		1,525.333
Twin Lakes		1,525.333
Apache		7,626.667
Dakota		7,626.667
Mesa		6,101.333
Cherokee		6,101.333
Bannock		6,101.333
Adobe		6,101.333
Mourning Sun		1,525.333
Zip Franklin		9,152.000
32nd		7,626.667
Colonial		7,626.667
Jefferson		7,626.667
25th, Elm, Ash		15,253.330
Hobbs Airport Entrance		3,203.200
W. Bender	18,151.470	
(Double)		36,302.940

150,855.470

Type III		\$2.36
Cleaning		\$0.04
Latex		\$0.04
Notifications		\$0.04
		\$2.48

Mobilization		\$2,736.00
Urban Traffic Control		\$3,000.00
		\$5,736.00

\$150,855.47

X \$2.48

\$374,121.57

\$374,121.57

Plus \$5,736.00

Total \$379,857.57

Book 2 - Line Item Pricing

WORK ITEM	UNIT OF MEASURE	
Crack Sealing		
Mobilization	Per Mile Per Unit	\$10.00
Traffic Control	Per Day	\$225.00
Sequential Flashing Arrow	Per Day	\$50.00
Variable Message Board	Per Day	\$175.00
Cleaning, Weed Removal	Per Lineal Foot	\$0.10
Routing	Per Lineal Foot	\$2.00
Notification for Business and Residential	Per Lineal Foot	\$0.04
Type I, for Asphalt	Per Lineal Foot	\$1.45
Type II, for Asphalt	Per Lineal Foot	\$1.45
Type IV, for Asphalt	Per Lineal Foot	\$1.45
Wide Crack Repair - Mastic Type for Asphalt Paving	Per Lineal Foot	\$3.85
Wide Crack Repair - Mastic Type for Concrete Paving	Per Lineal Foot	\$3.85
Asphalt Concrete Patching		
Mobilization	Mile, Per Unit	\$10.00
Traffic Control	Per Day	\$225.00
Variable Message Board	Per Day	\$175.00
Sequential Flashing Arrow	Per Day	\$50.00
Notifications for Business and Residential	Per Lineal Foot	\$0.04
Cleaning, Weed Removal	Per Lineal Foot	\$0.10
Routing	Per Lineal Foot	\$2.00
Mastic Type, for Asphalt Pavements	Per Lineal Foot	\$3.85
Mastic Type, for Concrete Pavements	Per Lineal Foot	\$3.85
MICRO SLURRY		
Mobilization	Mile, Per Unit	\$10.00
Rural Traffic Control	Per Day	\$225.00
Urban Traffic Control	Per Day	\$250.00
Eradication	Per Lineal Foot	\$2.00
Night Work Urban	Per Night	\$200.00
Traffic Control Plan	Per Each	\$200.00
Sequential Flashing Arrow	Per Day	\$50.00
Variable Message Board	Per Day	\$175.00
Night Work Rural	Per Night	\$200.00
Tags	Each	\$0.50
Emulsion CSS-1HR, CQS 1hr		
0-40,000 SY Type II	Per Sq Yd	\$3.00
0-40,000 SY Type III	Per Sq Yd	\$3.00
40,000 Plus SY Type II	Per Sq Yd	\$3.00
40,000 Plus SY Type III	Per Sq Yd	\$3.00
Crumb Rubber	Per Sq Yd	\$0.02
Fibers	Per Sq Yd	\$0.04
Notifications for Business and Residential	Per Sq Yd	\$0.02
Storm Drain Covers, Removal, Install	Per Sq Yd	\$0.01
Rolling	Per Sq Yd	\$0.02
Cleaning	Per Sq Yd	\$0.02
Utility Covers, Removal, Install	Per Sq Yd	\$0.01
Cross Cutters, Removal, Install	Per Sq Yd	\$0.01
Additional Additives	% of Emulsion Price	8%

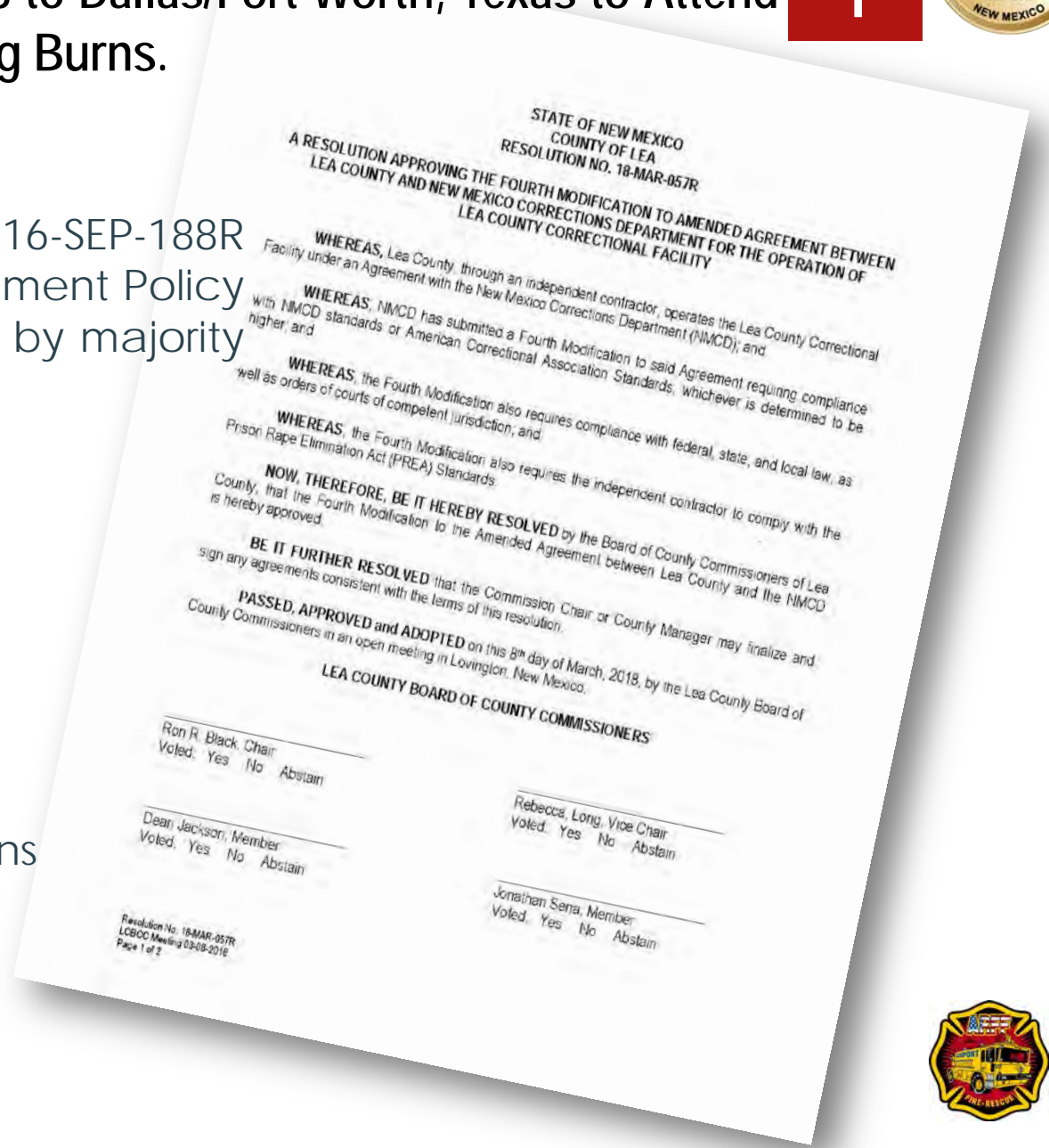
WORK ITEM	UNIT OF MEASURE	
Crack Sealing		
Mobilization	Per Mile, Per Unit	\$10.00
Traffic Control	Per Day	\$225.00
Sequential Flashing Arrow	Per Day	\$50.00
Variable Message Board	Per Day	\$175.00
Cleaning, Weed Removal	Per Lineal Foot	\$0.10
Routing	Per Lineal Foot	\$2.00
Notification for Business and Residential	Per Lineal Foot	\$0.04
Type I, for Asphalt	Per Lineal Foot	\$1.45
Type II, for Asphalt	Per Lineal Foot	\$1.45
Type IV, for Asphalt	Per Lineal Foot	\$1.45
Wide Crack Repair - Mastic Type for Asphalt Paving	Per Lineal Foot	\$3.85
Wide Crack Repair - Mastic Type for Concrete Paving	Per Lineal Foot	\$3.85
Asphalt Concrete Patching		
Mobilization	Mile, Per Unit	\$10.00
Traffic Control	Per Day	\$225.00
Variable Message Board	Per Day	\$175.00
Sequential Flashing Arrow	Per Day	\$50.00
Notifications for Business and Residential	Per Lineal Foot	\$0.04
Cleaning, Weed Removal	Per Lineal Foot	\$0.10
Routing	Per Lineal Foot	\$2.00
Mastic Type, for Asphalt Pavements	Per Lineal Foot	\$3.85
Mastic Type, for Concrete Pavements	Per Lineal Foot	\$3.85
MICRO SLURRY		
Mobilization	Mile, Per Unit	\$10.00
Rural Traffic Control	Per Day	\$225.00
Urban Traffic Control	Per Day	\$250.00
Eradication	Per Lineal Foot	\$2.00
Night Work Urban	Per Night	\$200.00
Traffic Control Plan	Per Each	\$200.00
Sequential Flashing Arrow	Per Day	\$50.00
Variable Message Board	Per Day	\$175.00
Night Work Rural	Per Night	\$200.00
Tags	Each	\$0.50
Emulsion CSS-1HP, CQS 1hp		
0-40,000 SY Type II	Per Sq Yd	\$3.00
0-40,000 SY Type III	Per Sq Yd	\$3.00
40,000 Plus SY Type II	Per Sq Yd	\$3.00
40,000 Plus SY Type III	Per Sq Yd	\$3.00
Crumb Rubber	Per Sq Yd	\$0.02
Fibers	Per Sq Yd	\$0.04
Notifications for Business and Residential	Per Sq Yd	\$0.02
Storm Drain Covers, Removal, Install	Per Sq Yd	\$0.01
Rolling	Per Sq Yd	\$0.02
Cleaning	Per Sq Yd	\$0.02
Utility Covers, Removal, Install	Per Sq Yd	\$0.01
Cross Cutters, Removal, Install	Per Sq Yd	\$0.01
Additional Additives	% of Emulsion Price	8%

Consideration of Approval of Lea County Resolution No. 18-MAR-060R Authorizing Out of State Travel March 22 - 23, 2018 and March 29 - 30, 2018 to Dallas/Fort Worth, Texas to Attend Annual Aircraft Rescue and Fire Fighting (ARFF) Training Burns.



On 09/15/2016, the LCBCC adopted Resolution No. 16-SEP-188R approving Travel, Per Diem, Mileage, and Reimbursement Policy for Lea County. The LCBCC approval or ratification by majority of the vote is required for travel listed below:

- Traveler(s):** Jeff Broom, Tammy Hughes, Caleb Shearer, Ashley Visser, Michael Baxter
- Department:** Lea Regional Airport ARFF Fire
- Travel Dates:** March 22-23, 2018
March 29-30, 2018
- Location:** Dallas/ Fort Worth, Texas
- Purpose:** Attend ARFF Annual Training Burns





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator sstout@leacounty.net by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 02/26/2018		SUBMITTED BY Name/Title/Dept: Lorenzo Velasquez Director Emergency Management	
SUBJECT: Out of state travel		ATTACHMENT(S): 1 Resolution 5 Travel Requests	
NO. OF ORIGINALS FOR SIGNATURE: 01 Resolution 01 Travel Form 00 ***Select One**		ACTION REQUESTED: Action Item	
STRATEGIC PLAN Implementation of 5 Year Strategic Plan: 3.5 Safety			
SUMMARY: Request approval for out of state travel to Dallas Fort Worth for ARFF annual fire burns recertification. This is a requirement for Part 139 Certification for Lea Regional Airport. Training is mandated by FAA to maintain current credentials. This will not interfere with the daily operations of the ARFF Fire station and coverage during the flights will be covered at all times.			
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____ <small>If checked; how many:</small>		See Additional Summary Attached <input type="checkbox"/>	
SUBMITTER'S RECOMMENDATION(S): Submitted 02/26/2018 request approval		Submitter's Signature Department Director, Etc. Lorenzo Velasquez <small>Digitally signed by Lorenzo Velasquez DN: cn=Lorenzo Velasquez, o=OEM/ENR, ou=, email=lvlasquez@leacounty.net, c=US Date: 2018.02.26 12:15:23 -0700</small>	
FINANCE REVIEW Fiscal Impact/Cost: Sent to Manager 03/02/2018 The financial impact to Lea County will be an expenditure from the Airport Fire Department Fund of approximately \$3,275 plus vehicle expenses. Funds are budgeted and available in 409-162076.		Reviewed by Finance Director Digitally signed by Henry C Low Jr Date: 2018.03.02 13:34:40 -0700	
LEGAL REVIEW: ByPass Legal Review (Note: Travel does not need legal review)		Reviewed by County Attorney ByPass Legal Review Digitally signed by ByPass Legal Review DN: cn=ByPass Legal Review, o=Lea County Government, ou=Legal, email=stout@leacounty.net, c=US Date: 2018.03.07 12:13:22 -0700	
COUNTY MANAGER REVIEW:		Approved by County Manager to be Placed on Agenda Digitally signed by Sandra J. Stout-Dir DN: cn=Sandra J. Stout-Dir, o=Lea County Government, ou=Executive, email=stout@leacounty.net, c=US Date: 2018.03.07 12:16:37 -0700	
Item 0205 RECORDING SECRETARY'S USE ONLY -- COMMISSION ACTION TAKEN			
Approved: _____ Resolution No. <u>18-MAR-060R</u> Continued To: _____		Denied: _____ Policy No. _____ Referred To: _____	
		Other: _____ Ordinance No. _____ Comments: _____	

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 18-MAR-060R

**A RESOLUTION AUTHORIZING OUT OF STATE TRAVEL
MARCH 22 - 23, 2018 AND MARCH 29 – 30, 2018
TO DALLAS/FORT WORTH, TEXAS TO ATTEND
ANNUAL AIRCRAFT RESCUE AND FIRE FIGHTING (ARFF) TRAINING BURNS**

WHEREAS, Lea Regional Airport ARFF Fire Station personnel are required to maintain current credentials for the Part 139 Certification Burns; and

WHEREAS, five ARFF firefighter personnel assigned to Lea Regional Airport (Jeff Broom, Tammy Hughes, Caleb Shearer, Michael Baxter and Ashley Visser) are schedule to conduct their required burns at Dallas Fort Worth Airport; and

WHEREAS, these training burns will keep all personnel in compliance with FAA requirements. Scheduled date for March 22-23, 2018 is for Jeff Broom, Caleb Shearer and Michael Baxter. Scheduled date for March 29-30, 2018 is for Tammy Hughes and Ashley Visser; and

WHEREAS, on September 15, 2016, the Lea County Board of County Commissioners adopted Lea County Resolution No. 16-SEP-188R approving Travel, Per Diem, Mileage, and Reimbursement Policies for Lea County; and

WHEREAS, Paragraph 7 Section A of the Travel, Per Diem, Mileage, and Reimbursement Policies provides procedures for all Out of State Travel for Lea County Employees; and

WHEREAS, the following out of state travel voucherz for authorization has been submitted:

Traveler(s): Jeff Broom, Tammy Hughes, Caleb Shearer, Ashley Visser, Michael Baxter
Department: Lea Regional Airport ARFF Fire Department
Travel Dates: March 22-23, 2018 and March 29-30, 2018
Location: Dallas/ Fort Worth, Texas
Purpose: Attend ARFF Annual Training Burns

WHEREAS, the Lea County Board of County Commissioners approval is required for the above listed Out of State Travel; and,

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lea County that the above listed out of state travel is hereby authorized.

PASSED AND APPROVED on this 8th day of March, 2018, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Ron R. Black, Chair
Voted: Yes No Abstain

Rebecca, Long, Vice Chair
Voted: Yes No Abstain

Dean Jackson, Member
Voted: Yes No Abstain

Jonathan Sena, Member
Voted: Yes No Abstain

Richard Don Jones, Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Kelli Williams, Deputy Clerk

John W. Caldwell, County Attorney

Discussion of Lea County Wide P25 Radio Memorandum of Agreement (MOA) Proposed Revisions.



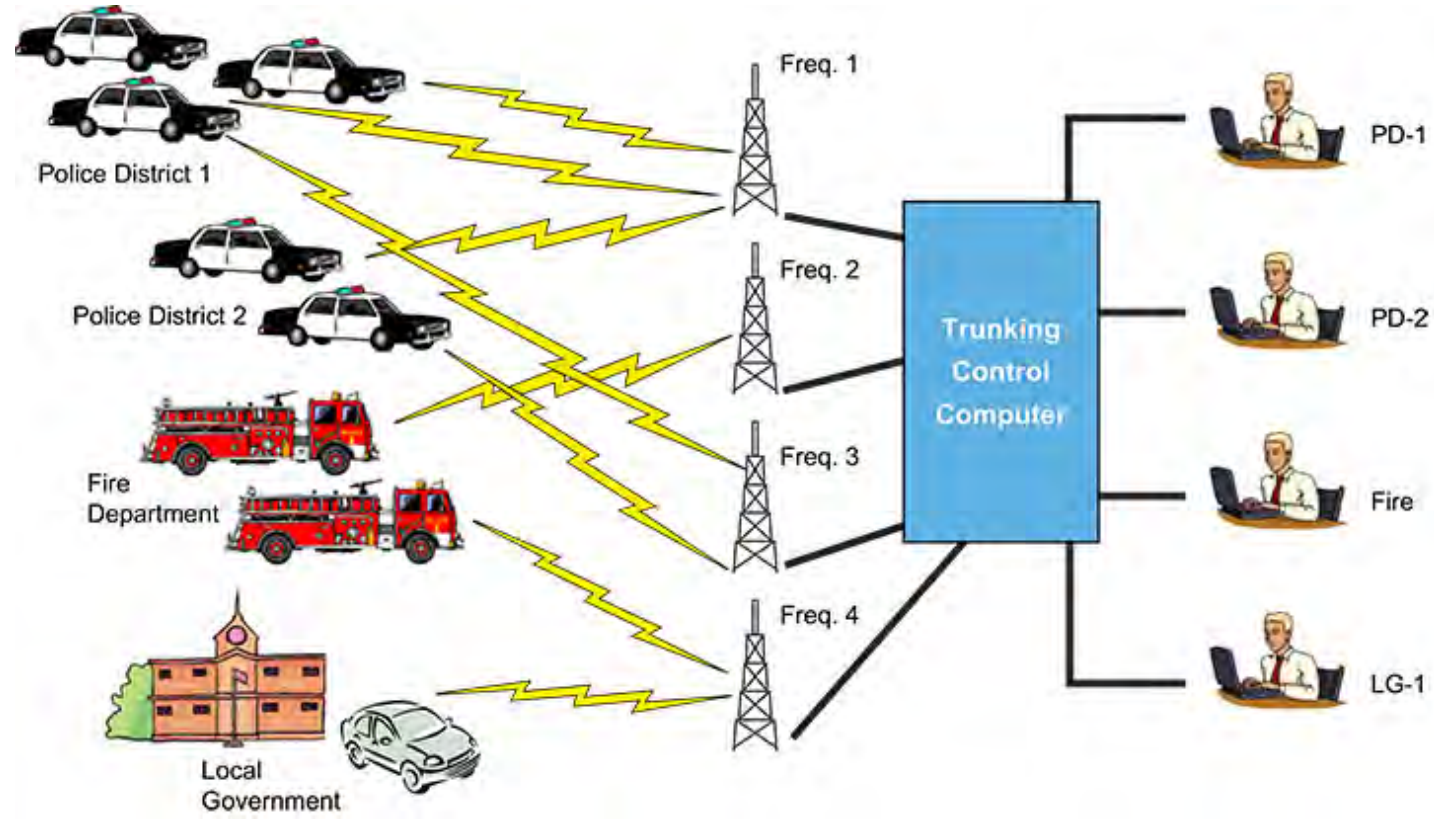
- Original Document was signed on April 26, 2016
- Parties to the agreement include Lea County, Hobbs, Lovington, Eunice, Tatum, Jal and LCCA
- Lea County and each Municipality pay a portion of the FX Software, Preventative Maintenance, Recorder, Tower Leases and Connectivity per the radio MOA
- NMJC would like to join the radio system
- LCCA Board approved revisions to include NMJC
- Lea County and each municipality will have to agree to the revisions
- Final Step will be approval through DFA

Current MOA

- Lea County at 37%
- City of Hobbs at 37%
- City of Lovington at 17%
- City of Tatum at 3%
- City of Jal at 3%
- City of Eunice at 3%

Proposed MOA

- Lea County at 35.5%
- City of Hobbs at 35.5%
- City of Lovington at 17%
- City of Tatum at 3%
- City of Jal at 3%
- City of Eunice at 3%
- NMJC 3%





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator sstout@leacounty.net by: February 20, 2018

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 02/26/2018	SUBMITTED BY Name/Title/Dept: Angela R. Martinez/Director/LCCA
SUBJECT: Discussion of Lea County Wide P25 Radio MOA proposed revisions	ATTACHMENT(S): -MOA with Proposed Revisions -Breakdown of costs for Lea County and all Municipalities
NO. OF ORIGINALS FOR SIGNATURE: 00 ***Select One** 00 ***Select One** 00 ***Select One**	ACTION REQUESTED: Discussion Item

STRATEGIC PLAN Implementation of 5 Year Strategic Plan:

SUMMARY:
The original radio MOA was agreed to and signed by Lea County, Eunice, Tatum, Lovington, Hobbs, Jal and LCCA On April 26, 2016. NMJC Security would like to join the Lea County wide radio system. There is a radio committee that met and agreed to allow NMJC to join the system at 3% of the costs of the FX Software, Recorder, Preventative maintenance, connectivity and tower leases. The LCCA Board approved the revisions to the MOA at their regular meeting on February 21, 2017. The revisions to the MOA are to include adding NMJC to the document as well as noting their percentage of costs (revisions are high lighted in yellow). I have also attached the breakdown for Lea County, each municipality and the NMJC. Revisions to the MOA are pages 1, 8 and 11 (the signature page).

Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____ <small>If checked, how many.</small>	See Additional Summary Attached <input type="checkbox"/>
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SUBMITTER'S RECOMMENDATION(S): Submitted 02/26/2018 Discussion only	Submitter's Signature Department Director, Etc. Angela R. Martinez <small>Digitally signed by Angela R. Martinez Date: 2018.02.26 13:40:22 -0700</small>
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FINANCE REVIEW Fiscal Impact/Cost: ByPass Finance Review	Reviewed by Finance Director ByPass Finance Review <small>Digitally signed by ByPass Finance Review DN: cn=ByPass Finance Review, o=Lea County Government, ou=Finance, email=sstout@leacounty.net, c=US Date: 20180307 13:45:21 -0700</small>
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LEGAL REVIEW: ByPass Legal Review <small>(Note: Travel does not need legal review)</small>	Reviewed by County Attorney ByPass Legal Review <small>Digitally signed by ByPass Legal Review DN: cn=ByPass Legal Review, o=Lea County Government, ou=Legal, email=sstout@leacounty.net, c=US Date: 20180307 13:45:35 -0700</small>
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COUNTY MANAGER REVIEW:	Approved by County Manager to be Placed on Agenda <i>mg</i> 3/7/18
------------------------	---

Item 0301 RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN		
Approved: _____	Denied: _____	Other: Discussion Only
Resolution No. _____	Policy No. _____	Ordinance No. _____
Continued To: _____	Referred To: _____	Comments: _____

**MEMORANDUM OF AGREEMENT
FOR THE OPERATION AND MAINTENANCE
OF AN
P25 800 MHz RADIO SYSTEM**

First Amendment

THIS AGREEMENT made this _____ day of _____, 2018
between the Lea County Communication Authority (hereinafter "LCCA") City of Hobbs,
New Mexico, a municipal corporation (hereinafter "City of Hobbs") City of Lovington,
New Mexico, a municipal corporation (hereinafter "City of Lovington") City of Jal, New
Mexico, a Municipal corporation (hereinafter "City of Jal") City of Eunice, New Mexico, a
municipal corporation (hereinafter "City of Eunice") City of Tatum, New Mexico, a
municipal corporation (hereinafter "City of Tatum") **New Mexico Junior College**
(hereinafter "NMJC") and Lea County, New Mexico (hereinafter "Lea County"); and

WHEREAS, the parties to this agreement are public agencies; and

WHEREAS, the purpose of this agreement is to operate and maintain a P25 800
MHz radio system to more effectively and efficiently provide radio and communication
services to the City of Hobbs, City of Lovington, City of Jal, City of Eunice, City of
Tatum, **NMJC** and Lea County.

WHEREAS, it is necessary that the parties provide a method by which the
purpose of this agreement can be accomplished and the manner in which any power
will be exercised under this agreement; and

WHEREAS, the parties to this agreement are acting pursuant to the
Memorandum of Agreement, §§ 11-1-1, et seq., NMSA 1978. NOW, THEREFORE, it
is mutually agreed as follows:

1. **DESCRIPTION**

1.1 The Radio system has multiple sites in the 800 MHz and VHF radio systems. There will be two VIDA switches located at Lea County Communication Authority (LCCA) on College Lane Street in Hobbs and the other one which is a redundant switch at Hobbs Fire Station One. The VIDA Switch controls the system, its users and equipment for the entire system.

1.2 **Voice Interoperability Data Access (VIDA)**

The VIDA is the central switch that manages all the radio traffic between the sites, the consoles and the users. The switch maintenance is the mutually shared responsibility of all parties under section 7.2.2. Each Party agrees to cooperate and contract for the immediate repair of the VIDA if any portion of it should fail.

1.3 **Unified Administrator System (UAS)**

The Unified Administrator System is a computer that allows personnel to create and modify workgroups, individual radios and the sites. The UAS is the mutually shared responsibility of all parties.

1. **MAINTENANCE RESPONSIBILITIES**

2.1 **Simulcast System**

The Simulcast system consist of 8 channel sites which includes a site at LCCA, a site at Hobbs Fire Station One-and a site in Lovington. The City of Hobbs is responsible for the site at LCCA and Fire Station One, and the County will be responsible for the Lovington Site.

2.2 **County Sites**

The County operates four (4) sites, located in Jal, Jal West, Eunice and Tatum. The County users are the primary users of all these sites. The maintenance of Jal, Eunice and Tatum Sites is the responsibility of Lea County, with a shared cost as defined in Section 7.

2.3 **Maljamar Site**

This site (i) enables all parties the ability to go into the western and northern part of the County; (ii) provides overlapping coverage into the party cities; of Hobbs and Lovington; (iii) provides coverage into Eddy and Chavez counties. This Site is primarily used by City of Hobbs, City-of Lovington and Lea County, and the maintenance and rental cost of the Site is the mutually shared responsibility.

2.4 **Backhaul Equipment and Communications Services**

All sites are connected to the switch by a backhaul consisting of leased lines, microwave and MUX equipment. The primary MUX cabinet is located at Lea County Communication Authority. Maintenance of the backhaul lines and equipment for the individual sites and the MUX equipment are the sole responsibility of the primary users of the sites.

2.5 **User Equipment**

User Equipment is that equipment used exclusively by one Party and for which that Party is individually responsible for maintaining.

2.6 **Control Stations and User Radios**

The maintenance of control stations, mobiles and portables is the individual responsibility of the Party who owns them.

2.7 **Logging Recorders**

The Lea County Communication Authority owns and operates a logging recorder for their dispatch center. All parties are responsible for maintenance and operation of this logging recorder.

3. **OPERATING RESPONSIBILITIES**

3.1 **Radio Operation**

City of Hobbs, Lea County, City of Lovington, City of Jal, City of Eunice and City of Tatum law enforcement and emergency response radios will have access to all sites. Other users on the system may be limited depending upon what areas within the radio system they will be utilizing. All radios will utilize their own site/sites under normal operations; except for the radios equipped with the Pro-Scan capabilities (see 3.1.2 below). If the need exists to switch to the other Parties site, then the switch can be made manually.

Each of the Designated Representatives will have the authority to deny access to any users on the Designated Representatives primary site. If access is removed/denied, the Designated Representative will notify the other Representative or agency in writing through the LCCA Director, informing them of the reason for the removal. In the case of the Lovington Site, both the Lea County and Lovington Designated Representative must approve/deny access, since they both share the responsibilities of the site.

3.1.2 **Pro-Scan Radios**

Pro-scan radios allow the user to scan all of the sites programmed into the radio. The radio will then choose the best site/signal for the radio to use.

3.1.3 **Conventional Interface**

No party will create/utilize any full-time patches that would utilize a working channel on the other parties system. Temporary patches can be created at any time in case of emergency or joint operations.

3.1.4 **Encryption**

All Public Safety Agencies will be allowed to have and operate encrypted radios.

3.1.5 **BE-ON**

BE-ON is a smart phone app that allows users to communicate through the system. There are a limited amount of licenses; the LCCA/Director will give final approval on who will have the app.

3.1.6 **Radio Priorities**

City, County and Lovington law enforcement and emergency response radios will/can have a higher priority than all other radios on the system.

3.1.7 **All-Call**

Each Party will be allowed to have two radios set up with an All-Call feature. The All-Call feature will be used very sparingly in cases of extreme emergencies, or when an immediate broadcast is necessary to inform all users within the system, i.e. Amber Alert. Each party may have their own radios programmed with the Agency-Call feature.

3.1.8 **Talk Groups**

Each Party will have no more than sixty (60) talk groups on their system. The assignment of the Group Identification Numbers (GID) and Logical Identification numbers will be assigned through the LCCA Director. New or requested LID and GID numbers will be approved and assigned by the LCCA Director.

Each of the parties will limit the number to talk groups programmed into their radios to within the users needed profile/personality. The Designated Representatives will also agree in writing as to which profiles/personalities will be created/programmed into the individual radios. There will be no radios programmed with the emergency service talk groups unless there is proper authorization from the department whose talk groups will be affected.

4. **DESIGNATED REPRESENTATIVES**

- 4.1 Each party to this agreement will have a person assigned to the working group called a designated Representative. The City of Hobbs designee, Lea County designee, City of Lovington designee, City of Jal designee, City of Eunice designee and the City of Tatum designee shall work together in maintaining and operating the system in accordance with this Agreement. Any future enhancements to be added to the system shall be approved in writing by these individuals. In the event the Designated Representatives reach an impasse in the operation and or maintenance of the system under this Memorandum of Agreement, the Parties agree that the Director of the Lea County Communication Authority shall be the final decision-maker.

4.2 **PROGRAMMING OF USER RADIOS**

The parties understand the need for assistance by outside vendors to operate and maintain the system, but controls must be in place to allow for privacy by entities and especially sensitive talk groups on the system

- A. No radio will be programmed by an outside vendor unless the profile is approved in writing by the LCCA Director or their designee.
- B. Any law enforcement talk group must also be approved by the head of the law enforcement agency from which the talk group belongs. Any radio seeking encryption that is not a Law Enforcement radio must get approval from the designated representatives outlined in this agreement.
- C. Any entity programming radios for themselves or other entities must follow these same guidelines listed above to ensure security of the system.
- D. Any vendor or an entity found not in compliance or doesn't follow these guidelines will/shall incur the costs to reprogram all radios affected by an entity or on the system if deemed necessary by the designated representatives.

4.3 **Licensing**

The LCCA Director will be responsible for all upgrades and new F.C.C., F.A.A or

other federal licensing requirements for the entire radio system which are under this agreement.

4.4 NEW USERS/ENTITY'S

The designated representatives shall work with Local/State/Federal users to the system or new entities that wish to join the system as either their main form of communication or to increase/supplement how they currently operate. The designated representatives shall make a recommendation of costs to the requesting user under these guidelines:

- A. If a user wishes to join the system but their radio usage will be held to less than 1 hour per week of total time, and if they will have less than 5 radios on the system and only plan to use talk groups currently on the system when and if they need assistance.
- B. State/Federal entities who wish to use the system as they work in this area but are going to stay below the total time usage;

Once a cost is determined, a separate amendment to this agreement will be written and approved by the LCCA Board and Lea County. These costs shall be a yearly/bi-annual fee paid to the LCCA/Lea County Finance.

If an entity wished to join the system, then a new agreement must be completed to arrange for shared costs and expenses.

Nothing in this section will require an entity, agency or user to make a payment to LCCA as a result of using the system in a time of emergency or during mutual aid or other forms of assistance to any of the users on this agreement.

5. TERMINATION MEMORANDUM OF AGREEMENT

5.1 This MOA shall continue in full force and effect, subject to written amendments as described in Section 6.1 herein, until terminated by a party. The terminating party shall give written notice to the other Parties at least six months prior to the effective date of the notice.

5.2 Upon notice of termination of this MOA, the Party wishing to terminate the Agreement shall bear all costs involved with separating the systems.

6. AMENDMENT

6.1 This MOA may be amended by the Parties from time to time. Any amendment shall be in writing, executed and approved by the parties hereto.

7. **PAYMENTS/REPAIRS TO SHARED EQUIPMENT**

7.1 When the jointly (all parties) used equipment is serviced or repaired, the Lea County Communication Authority will be responsible for the payment. At the end of each quarter, the Lea County Communication Authority will send a bill to Lea County designee, the City of Hobbs designee, the City of Jal designee, the City of Eunice designee, the City of Tatum designee and the City of Lovington designee for payment. The parties will have forty-five (45) days to pay the bill.

- A. When shared user equipment is serviced or repaired on only the Lovington Site, Lea County will be responsible for the payment and then bill the City of Lovington at a 50/50 split for the cost of the repair or equipment.
- B. When shared user equipment is serviced or repaired on only the Eunice Site Lea County will be responsible for the payment and then bill the City of Eunice at a 50/50 split for the cost of the repair or equipment.
- C. When shared user equipment is serviced or repaired on the Jal new site Lea County will be responsible for the payment and then bill the City of Jal at a 50/50 split for the cost of the repair or equipment.
- D. When shared user equipment is serviced or repaired on the Maljamar Site Lea County will be responsible for the payment and then bill the City of Hobbs, and the City of Lovington at a 34/33/33 split for the cost of the repair or equipment with Lea County having the 34%.
- E. When user equipment is repaired on only the Hobbs Main and Back-Up Site the City of Hobbs will be solely responsible for the repair or equipment.
- F. When user equipment is serviced or repaired on only the Jal West site Lea County will be solely responsible for the repair and equipment.
- G. When shared user equipment is serviced on only the Tatum Site Lea County will be responsible for the payment and then bill the City of Tatum at a 50/50 split for the cost of the repair or equipment.

7.2 All parties agree to pay a percentage of the cost for the preventative maintenance agreement (s), FX software and logging recorder as follows.

- A. Lea County at 35.5%
- B. City of Hobbs at 35.5%
- C. City of Lovington at 17%
- D. City of Tatum at 3%
- E. City of Jal at 3%
- F. City of Eunice at 3%
- G. NMJC at 3%

7.2.1 If all parties agree to an enhancement to the system, then the costs will be split equally. If an enhancement is added to the system by one party but it does not affect the other user or will not be used on the other users system, the cost will be assumed by the installing party(s).

7.2.2 Monthly service fees for lease lines, T-1 lines, and electricity and/or tower fees are incurred at the various sites: the following will be a breakdown of the costs to the entities.

- A. The Hobbs Site or the Hobbs Back-up site the City of Hobbs will be responsible for these costs. Currently it is owned and operated on City/County land and through a microwave system so there isn't expected to be any monthly costs, unless there are changes to the way the information is sent to and from the main site to the back-up site.
- B. The Lovington Site is a 50/50 split between Lea County and the City of Lovington.
- C. The Eunice Site is a 50/50 split between Lea County and the City of Eunice.
- D. The Tatum Site is a 50/50 split between Lea County and the City of Tatum.
- E. The Jal Site is a 50/50 split between Lea County and the City of Jal.
- F. Maljamar Site (largest site coverage for Lea County) the County will be responsible for the payment and then bill all of the entities at an equal split among Lea County, City of Hobbs and City of Lovington.
- G. The Jal West Site is the responsibility of the County.

8. SEVERABILITY

- 8.1 If any one or more of the provisions contained in this Memorandum of Agreement (MOA) shall be for any reason held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect other provisions hereof, and the Memorandum of Agreement shall be constructed as if such invalid, illegal or unenforceable provision had never been a part hereof.

9. EFFECTIVE DATE

- 9.1 This Memorandum of Agreement shall be in full force and effective upon execution and approval of all parties hereto.

10. STRICT ACCOUNTABILITY OF ALL RECEIPTS AND DISBURSEMENTS.

- 10.1 Each party shall be strictly accountable for all receipts and disbursements under this Agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals by their duly authorized officers, agents or representatives.

CITY OF HOBBS, NEW MEXICO

LEA COUNTY, NEW MEXICO

By: _____
Mayor

By: _____
Commission Chairman

CITY OF LOVINGTON, NEW MEXICO

CITY OF TATUM, NEW MEXICO

BY: _____
Mayor

BY: _____
Mayor

CITY OF EUNICE, NEW MEXICO

CITY OF JAL, NEW MEXICO

BY: _____
Mayor

BY: _____
Mayor

APPROVED AS TO FORM:

City Of Hobbs Attorney

Lea County Attorney

City Of Lovington Attorney

City of Tatum Attorney

City of Eunice Attorney

City of Jal Attorney

NEW MEXICO JUNIOR COLLEGE

NEW MEXICO JUNIOR COLLEGE

By: _____
Director of Security

BY: _____
Attorney

NEW MEXICO JUNIOR COLLEGE

BY: _____
President

LEA COUNTY COMMUNICATION AUTHORITY

BY: _____
LCCA, Director

Break Down of FX Software, Preventative Maintenance, Recorder, Tower Links and Tower Leases per the Radio MOU.

Lea County

FX Software	\$32,908.50
PM	\$8,875.00
Recorder	\$7,100.00
Tower Links	\$25,392.00
Tower Leases	\$23,370.32

TOTAL	\$97,645.82
One Time Increase on FX	\$20,838.50
FY 18/19	118,484.32

HOBBS

FX Software	\$32,908.50
PM	\$8,875.00
Recorder	\$7,100.00
Tower Links	\$3,204.00
Tower Leases	-

TOTAL	\$52,087.50
One Time Increase on FX	\$21,719.00
FY 18/19	\$73,806.50

LOVINGTON

FX Software	\$15,759.00
PM	\$4,250.00
Recorder	\$3,400.00
Tower Links	\$3,204.00
Tower Leases	-

TOTAL	\$26,613.00
One Time Increase on FX	\$9,979.00
FY 18/19	\$36,592.00

EUNICE

FX Software	\$2,781.00
PM	\$750.00
Recorder	\$600.00
Tower Links	\$4,200.00
Tower Leases	\$7,370.04

TOTAL	\$15,701.04
One Time Increase on FX	\$1,761.00
FY 18/19	\$17,462.04

JAL

FX Software	\$2,781.00
PM	\$750.00
Recorder	\$600.00
Tower Links	\$400.00
Tower Leases	\$8,136.72

TOTAL	\$12,667.72
One Time Increase on FX	\$1,761.00
FY 18/19	\$14,428.72

TATUM

FX Software	\$2,781.00
PM	\$750.00
Recorder	\$600.00
Tower Links	\$4800.00
Tower Leases	\$3,165.00

TOTAL	\$12,096.00
One Time Increase on FX	\$1,761.00
FY 18/19	\$13,857.00

NMJC

FX Software	\$2,781.00
PM	\$750.00
Recorder	\$750.00

TOTAL	4,281.00
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Discussion of Recent County Fires & Fire Prevention.

▶ 2018- Call Volume / Acres Lost

- 63 Calls
- 2,600 Acres Lost

▶ **Notable Fires**

▶ Anderson Ranch 1 Fire

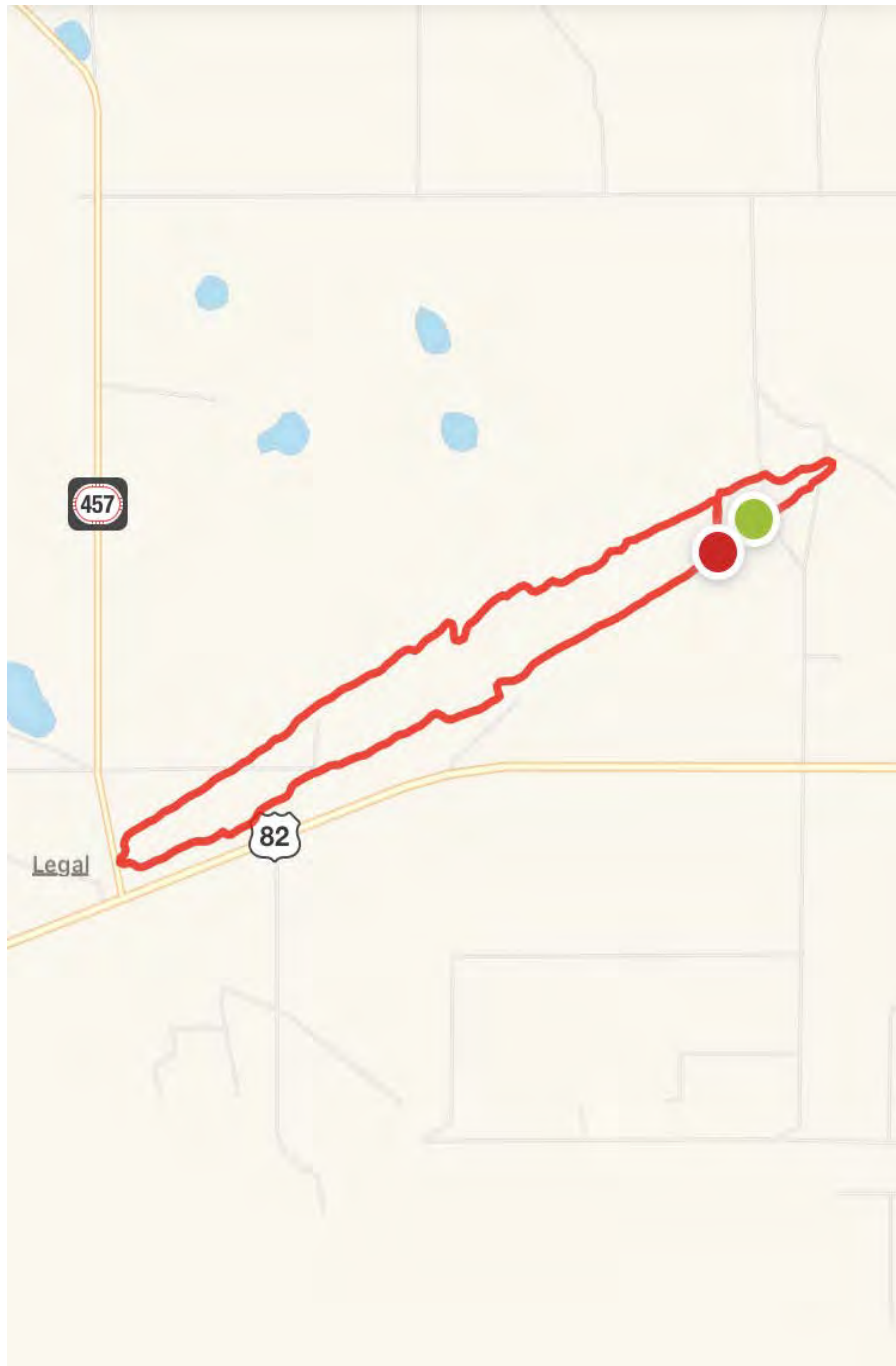
- 1,000 Acres Lost
- 1 Home Threatened
- 0 Homes Lost

▶ Van Buren Fire (Wildland Urban Interface)

- 200 Acres Lost
- 10-12 Homes Saved
- 3 out buildings lost along with a boat and boat trailer

▶ 457 Fire

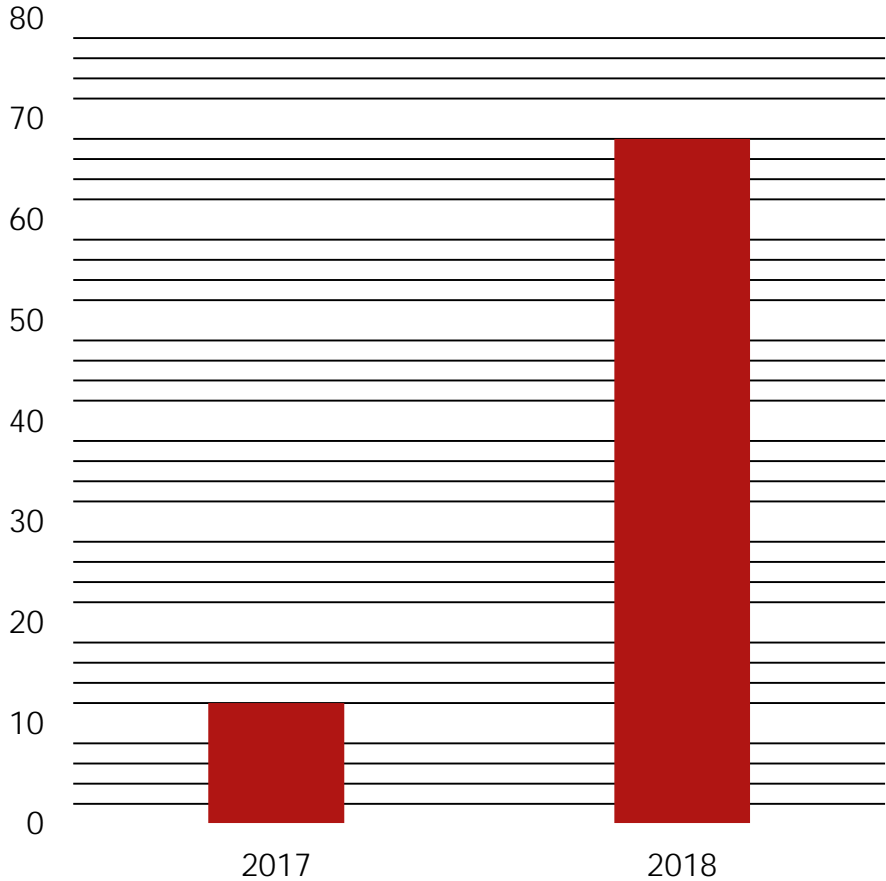
- 750 Acres Lost
- Responding Agencies Maljamar, Lovington, Tatum, Knowles, OEM, County Road Department



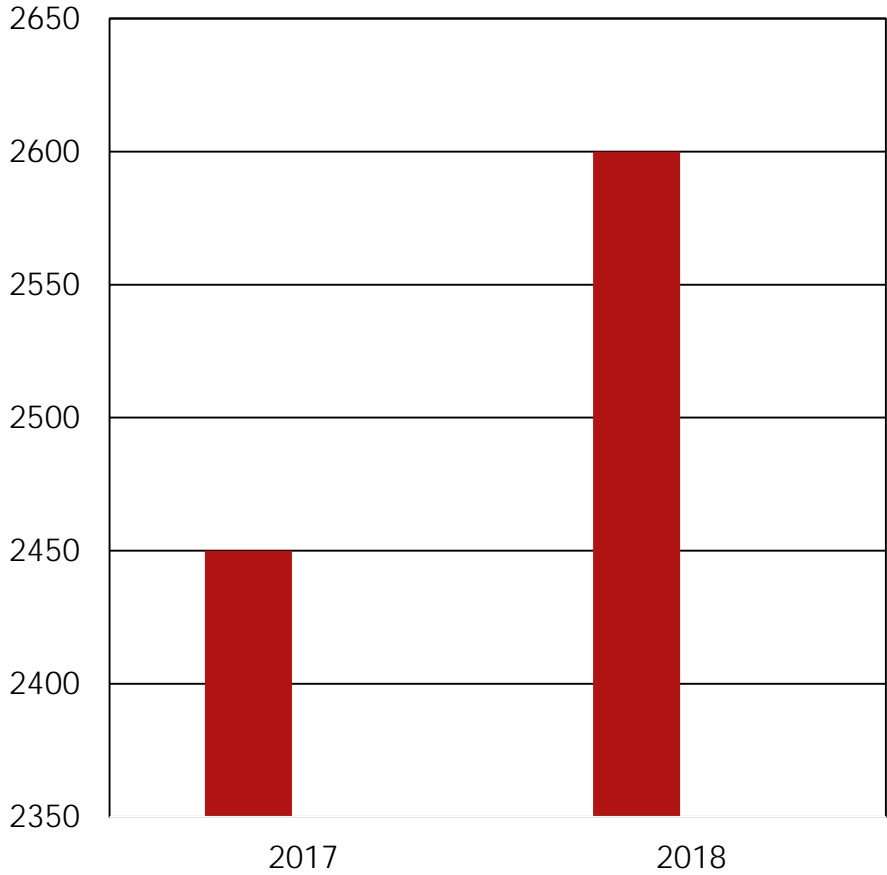


3 MONTH COMPARISON 2017 / 2018

▶ Call Volume



▶ Acres Lost





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator sstout@leacounty.net by: **February 20, 2018**

County Manager Approval (mcallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 03/07/2018		SUBMITTED BY Name/Title/Dept: Jeff Broom, Deputy Fire Marshal	
SUBJECT: Recent County Fires & Prevention		ATTACHMENT(S):	
NO. OF ORIGINALS FOR SIGNATURE: 00 ***Select One** 00 ***Select One** 00 ***Select One**		ACTION REQUESTED: Discussion Item	
STRATEGIC PLAN Implementation of 5 Year Strategic Plan: Section 1 Lea County shall be results-oriented, accountable to the public, with professional and regional leadership focused on economic vitality, healthy lifestyles, quality of life, and safety of the community. Section 2.3 Continuous communication with the public is beneficial and necessary.			
SUMMARY: Update on recent county fires and fire prevention.			
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____ <small>If checked, how many</small>		See Additional Summary Attached <input type="checkbox"/>	
SUBMITTER'S RECOMMENDATION(S): Submitted 03/07/2018		Submitter's Signature Department Director, Etc.	
FINANCE REVIEW Fiscal Impact/Cost: ByPass Finance Review		Reviewed by Finance Director ByPass Finance Review <small>Digitally signed by ByPass Finance Review DN: cn=ByPass Finance Review, o=Lea County Government, ou=Finance, email=sstout@leacounty.net, c=US Date: 2018.03.07 13:35:09 -0700</small>	
LEGAL REVIEW: ByPass Legal Review (Note: Travel does not need legal review)		Reviewed by County Attorney ByPass Legal Review <small>Digitally signed by ByPass Legal Review DN: cn=ByPass Legal Review, o=Lea County Government, ou=Legal, email=sstout@leacounty.net, c=US Date: 2018.03.07 13:35:07 -0700</small>	
COUNTY MANAGER REVIEW:		Approved by County Manager to be Placed on Agenda <i>Michele Colloff</i> <small>Digitally signed by Sandrea J. Stout-Dillo DN: cn=Sandrea J. Stout-Dillo, o=Lea County Government, ou=Executive, email=sstout@leacounty.net, c=US Date: 2018.03.07 13:35:22 -0700</small>	
Item 0302 RECORDING SECRETARY'S USE ONLY -- COMMISSION ACTION TAKEN			
Approved: _____	Denied: _____	Other: Discussion Only _____	
Resolution No. _____	Policy No. _____	Ordinance No. _____	
Continued To: _____	Referred To: _____	Comments: _____	



BUDGET



**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator [sstout@leacounty.net](mailto:ssstout@leacounty.net) by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 03/05/2018		SUBMITTED BY Name/Title/Dept: Sandrea J. Stout-Brito/Executive Coordinator/Exec Dept.	
SUBJECT: Lea County's 2018 - 2019 Budget Presentations (Departments)		ATTACHMENT(S):	
NO. OF ORIGINALS FOR SIGNATURE: 00 ***Select One** 00 ***Select One** 00 ***Select One**		ACTION REQUESTED: Discussion Item	
STRATEGIC PLAN Implementation of 5 Year Strategic Plan: Section 2.7: The responsibility to be good stewards of the public finances. Section 3.1: Lea County is responsible for the public's tax dollars in a fiscally conservative and transparent manner.			
SUMMARY: Departments Budget Presentations: 1) Assessor, 2) Clerk, 3) Sheriff, 4) Treasurer, 5) DWI, 6) Finance, 7) Information Technology, 8) Legal			
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____ <small>If checked, how many:</small>		See Additional Summary Attached <input type="checkbox"/>	
SUBMITTER'S RECOMMENDATION(S): Department Budget Presentations		Submitter's Signature Department Director, Etc. <i>Sandrea Brito</i> <small>Digitally signed by Sandrea J. Stout-Brito DN: cn=Sandrea J. Stout-Brito, o=Lea County Government, ou=Executive, email=sstout@leacounty.net, c=US Date: 2018.03.05 13:50:09 -0700</small>	
FINANCE REVIEW Fiscal Impact/Cost:		Reviewed by Finance Director	
LEGAL REVIEW: ByPass Legal Review (Note: Travel does not need legal review)		Reviewed by County Attorney ByPass Legal Review <i>[Signature]</i> <small>Digitally signed by ByPass Legal Review DN: cn=ByPass Legal Review, o=Lea County Government, ou=Legal, email=sstout@leacounty.net, c=US Date: 2018.03.05 13:50:25 -0700</small>	
COUNTY MANAGER REVIEW:		Approved by County Manager to be Placed on Agenda <i>Mike Colloff</i> <small>Digitally signed by Sandrea J. Stout-Brito DN: cn=Sandrea J. Stout-Brito, o=Lea County Government, ou=Executive, email=sstout@leacounty.net, c=US Date: 2018.03.07 14:55:54 -0700</small>	
Item 0303 RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN			
Approved: _____	Denied: _____	Other: Discussion Only _____	
Resolution No. _____	Policy No. _____	Ordinance No. _____	
Continued To: _____	Referred To: _____	Comments: _____	

Other Business





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, March 8, 2018

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator stout@leacounty.net by: **February 20, 2018**

County Manager Approval (mgallagher@leacounty.net) required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 03/06/2018	SUBMITTED BY Name/Title/Dept: Sandrea J. Stout-Brito/Executive Coordinator/Exec Dept.
SUBJECT: Other Business	ATTACHMENT(S):
NO. OF ORIGINALS FOR SIGNATURE: 00 ***Select One** 00 ***Select One** 00 ***Select One**	ACTION REQUESTED: Action Item
STRATEGIC PLAN Implementation of 5 Year Strategic Plan: Section 2 - 6: Transparency and ethical decision making continue to be the framework in which the county operates.	
SUMMARY: Any Other Business	
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: _____ <small>If checked, how many:</small>	See Additional Summary Attached <input type="checkbox"/>
SUBMITTER'S RECOMMENDATION(S): Any Other Business	Submitter's Signature Department Director, Etc. <small>Digitally signed by Sandrea J. Stout-Brito DN: cn=Sandrea J. Stout-Brito, o=Lea County Government, ou=Executive, email=stout@leacounty.net, c=US Date: 2018.03.06 13:53:05 -0700</small>
FINANCE REVIEW Fiscal Impact/Cost: ByPass Finance Review	Reviewed by Finance Director ByPass Finance Review <small>Digitally signed by ByPass Finance Review DN: cn=ByPass Finance Review, o=Lea County Government, ou=Finance, email=stout@leacounty.net, c=US Date: 2018.03.06 13:56:15 -0700</small>
LEGAL REVIEW: ByPass Legal Review (Note: Travel does not need legal review)	Reviewed by County Attorney ByPass Legal Review <small>Digitally signed by ByPass Legal Review DN: cn=ByPass Legal Review, o=Lea County Government, ou=Legal, email=stout@leacounty.net, c=US Date: 2018.03.06 13:58:25 -0700</small>
COUNTY MANAGER REVIEW:	Approved by County Manager to be Placed on Agenda Standard Agenda Item <small>Digitally signed by Standard Agenda Item DN: cn=Standard Agenda Item, o=Lea County Government, ou=Executive, email=stout@leacounty.net, c=US Date: 2018.03.06 13:58:53 -0700</small>
Item 0400 RECORDING SECRETARY'S USE ONLY - COMMISSION ACTION TAKEN	
Approved: _____ Resolution No. _____ Continued To: _____	Denied: _____ Policy No. _____ Referred To: _____
Other: Any Other Business _____ Ordinance No. _____ Comments: _____	

Adjourn

