

**CHAVES COUNTY BOARD OF COMMISSIONERS  
REGULAR BUSINESS MEETING AGENDA**

**October 18, 2018 – 9:00 a.m.**

**Chaves County Administrative Center – Joseph R. Skeen Building  
Commission Chambers - #1 St. Mary's Place**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**DETERMINATION OF QUORUM**

**APPROVAL OF MINUTES**

**PROCLAMATION CHARACTER COUNTS WEEK**

**PRESENTATIONS DAVID FLORES RETIREMENT**

**ROSWELL CHAVES COUNTY ECONOMIC DEVELOPMENT CORPORATION**

**AGENDA ITEMS**

**A. PUBLIC HEARINGS**

1. Public Hearing Regarding Revision #22 to Ordinance No. O-008 an Ordinance of Chaves County Relating to the Personnel Policy
2. Case SD 2018-2 Vacation of Right-of-Way in Las Lomas Subdivision
3. Case Z 2018-05 Request for a Special Use Permit in Agricultural District
4. Case Z 2018-13 Request to Rezone to Industrial District from Agricultural District
5. Case Z 2018-15 Request to Rezone Industrial District from Agricultural District
6. Case Z 2018-16 Request for a Special Use Permit in Area II, Residential-Agricultural
7. Case Z 2018-17 Special Use Permit in Area II, Agricultural

**B. AGREEMENTS AND RESOLUTIONS**

8. Resolution R-18-036 Supporting the Formation of a Regional Airport Authority

9. Resolution R-18-037 Adopting Required Community Development Block Grant Annual Certifications and Commitments
10. Resolution R-18-038 Supporting Best Practices and Protocols for the Conservation of the Dunes Sagebrush Lizard
11. Resolution R-18-039 Amending the Chaves County Risk Control Program
12. Resolution R-18-040 budget Adjustment

**C. RFP/ITB's**

13. RFP-18-3 Janitorial Services
14. ITB-18-5 Bituminous Surface Treatment Aggregate

**D. OTHER BUSINESS**

15. A. Approve Job Specification for Community Service Tech, Facility  
B. Approve Job Specification for Facility Maintenance Foreman, and Maintenance Lead Tech- Detention
16. DFA Approval of FY 18-19

**APPROVAL OF CHECKS**

**APPROVAL OF REPORTS**

**UNSCHEDULED COMMUNICATIONS LIMITED TO THREE MINUTES PER VISITOR  
NOT TO EXCEED FIFTEEN MINUTES, NO FORMAL ACTION TAKEN BY  
COMMISSION**

- **COUNTY MANAGER'S COMMUNICATIONS**
- **COMMISSIONER'S COMMUNICATIONS**
- **CLOSED SESSION:  
PURSUANT TO SECTION 10-15-1(H)(2) Personnel Matters**
- **SIGNATURE OF DOCUMENTS**
- **ADJOURNMENT**

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If you are an individual with a disability who is in need of a reader, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing of a meeting, please contact the County Commissioner's office at 575-624-6600. This should be done at least one week prior to the meeting. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the County Commissioner's office if a summary or other type of accessible format is needed.

**AGENDA ITEM:** 1

Public Hearing Regarding Revision #22 to Ordinance No. O-008 An Ordinance of Chaves County Relating to the Personnel Policy

**MEETING DATE:** October 18, 2018

**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Stanton L. Riggs, County Manager

**ACTION REQUESTED:** Public Hearing

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**ITEM SUMMARY:**

Staff is requesting approval of Revision #22 to Ordinance #O-008. This revision includes the following items:

1. Adding a sentence to Section 3.5 Selection "All background checks shall be reviewed by the Human Resource Director or their designee."
2. Adding e to Section 3.7 Ineligibility for Hire and Rehire.  
3.7e "failed background check."
3. Reformatting 11.3 Pay Compensation System Overview.
4. Clarifying Section 11.5 Entry Level Wages and adding a new Section 11.5b Wage Schedules: Charts D, E and G and changing Section 11.5b to 11.5c Wage Schedules: Charts F and H

11.5b Wage Schedules: Charts D, E and G.

May not offer wage greater than Step 7.

Step 1 – Entry; Step 2 – One to two years' experience; Step 3 – Up to three years' experience; Step 4 – Up to four years' experience; Steps 5-7 – Five or more years' experience.

It was properly advertised.

Staff recommends approval.

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**SUPPORT DOCUMENTS:** Revision #22 to Ordinance O-008 with Approval Sheet

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**SUMMARY BY:** Stanton L. Riggs

**TITLE:** County Manager

**SECTION III  
RECRUITMENT AND SELECTION.**

- 3.1 **PURPOSE.** It is the policy of Chaves County to select and recruit the best suited persons for all full-time regular positions in an open and competitive manner, to insure no discrimination, and to insure equal employment opportunity for all applicants and employees. This section applies only to regular employees, except as specifically stated for temporary employees.
- 3.2 **RECRUITMENT OF APPLICANTS.** The Elected Official or Department Head shall issue job announcements through such media deemed appropriate to insure open and competitive recruitment of individuals outside of County service, with sufficient time to insure reasonable opportunity for persons to apply. All publications for job announcements shall include reference to Chaves County as an Equal Opportunity Employer, such as EOE.
- 3.3 **PUBLIC JOB ANNOUNCEMENTS EXCEPTION.** Vacant positions may be filled by regular or probationary County employees by use of an in-house job announcement provided the employee is qualified for the position. Vacant positions may be filled without public announcement by temporary employees on a temporary basis for a period not to exceed six (6) months. Additionally, public advertisement for positions of the same title is required only one time during each six-month period.
- 3.4 **BEST SUITED APPLICANT DETERMINATION.** The best suited applicant is determined by the Elected Official or Department Head based on minimum qualifications of education, experience, abilities, skills and past work experience as specified in written position specifications for each position. Personal interviews shall be conducted with at least three (3) qualified applicants, or if less than three applications are received, all applicants shall be interviewed.
- 3.5 **SELECTION.** The Elected Official, Department Head or designated representative shall review all applications for positions in their departments. Final selection shall be made by the Elected Official or the County Manager based on the best suited applicant for the position. All background checks shall be reviewed by the Human Resources Director or their designee.
- 3.6 **PRE-SELECTION PROHIBITED.** Publicly posted and advertised positions shall not be promised to a person prior to recruitment and selection.
- 3.7 **INELIGIBILITY FOR HIRE AND REHIRE.** Applicants shall be considered ineligible for hire or rehire by Chaves County if the applicant has:
- a. knowingly made any false statement or omission on the employment application;
  - b. not met the requirements of the position;

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- c. been dismissed from County service as a disciplinary measure;
- d. been convicted of driving while under the influence of alcohol or drugs in the three years prior to the date of the application, if a valid New Mexico driver's license is required for the position;
- e. failed background check.

The above list is not necessarily exhaustive and may not include all of the reasons which would make an applicant ineligible for hire or rehire.

- 3.8 TESTING. The County may require an applicant to submit to testing for certain bona fide occupational qualifications to determine employment eligibility.

**SECTION XI  
ORGANIZATION, MANPOWER, PAY AND POSITION CLASSIFICATION SYSTEM**

11.1 PURPOSE. This Section outlines the provisions for organization, manpower and the County's system of comparing and classifying positions according to their relative equivalence for the purpose of establishing fair and equitable promotion and pay compensation for employees. However, all wages and salaries are approved by the County Commission. Wage and salary increases, when authorized, shall be dependent upon the financial condition of the County.

11.2 APPLICABILITY. The provisions of this section shall apply to all employees except for the following: Elected Officials, Chief Deputies, and Appointed Employees.

11.3 PAY COMPENSATION SYSTEM OVERVIEW.

A. The pay compensation system includes provisions for:

- a. entry level wages;
- b. transfers;
- c. demotions;
- d. cost of living wage increases;
- e. promotion wage increases;
- f. step increases;
- g. performance awards.

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B. The pay system includes the following charts:

- a. ~~Organizational Structure and Manpower Allocation (Chart A)(Chart A)~~
- b. ~~Position Classifications (Charts B)(Chart B-Series)~~
- c. ~~Wage Schedules (Chart C-Series)~~

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11.4 ORGANIZATION, MANPOWER AND PAY SYSTEM CHARTS:

- a. Organizational Structure and Manpower Allocation Chart. This chart is the organizational structure of positions within the County and includes all regular positions. This chart also outlines the allocated number of authorized positions to be filled each fiscal year.
- b. Position Classification Charts. These charts classify each County position within specific wage levels based on the overall qualifications of the position. Each level on these charts include only the positions which are established as having relatively equivalent overall qualifications as defined in the position specifications for each position.

- c. Wage Schedules. The Wage Schedules outline the regular wages for each level of positions on the Position Classification Charts.
- d. The County Commission may, at its discretion, amend any of the Personnel Charts and Position Specifications by resolution.

11.5 ENTRY LEVEL WAGES. All new employees are normally hired at the Entry level position, Step 1 of the Wage Schedule for the level of position which has been vacated or otherwise approved for hire by the County Commission.

At the discretion of the County Manager or Elected Official, a vacant position may be filled as follows:

- a. General Wage Schedule: Chart C

LEVELS A-H (may not offer wage greater than Step 7)

- Step 1 - Entry
- Step 2 - one to two years' experience
- Step 3 - Up to three years' experience
- Step 4 - Up to four years' experience
- Steps 5 through 7 – Five or more years' experience

LEVELS I-L

May offer wage at any step on the level, subject to verification of comparable market comparisons, years of experience and approval by the County Manager or Elected Official.

- b. Wage Schedules: Charts D, E and G

May not offer wage greater than Step 7.

- Step 1 - Entry
- Step 2 - one to two years' experience
- Step 3 - Up to three years' experience
- Step 4 - Up to four years' experience
- Steps 5 through 7 – Five or more years' experience

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- bc. Wage Schedules: Charts ~~D, E and F~~ and H

May offer wage at any step on the level, subject to verification of comparable market comparisons, years of experience and approval by the County Manager or Elected Official.

The Amendments contained in Revision #22 of Ordinance O-008 are hereby approved by the Board of County Commissioners at a public hearing on October 18, 2018. The revision will become effective November 19, 2018.

BOARD OF CHAVES COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Robert Corn, Chairman

ATTEST:

\_\_\_\_\_  
Dave Kunko, County Clerk



AGENDA ITEM: 2  
MEETING DATE: October 18, 2018

Subdivision Case SD 2018-02 Vacation of  
Right-of-Way in Las Lomas Subdivision

## STAFF SUMMARY REPORT

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**ACTION REQUESTED BY:** ETZ Commission

**ACTION REQUESTED:** The request is to vacate the 120 feet of platted alleyway west of Avenue E on the north side of Lot 5, Block 3 of Las Lomas Subdivision.

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**ITEM SUMMARY:** The right-of-way for this portion is 20 feet in width and 120 feet in length. There appears to be no need for the County to have this right-of-way, though it will remain as a utility easement.

The ETZ Commission will have heard this matter on Tuesday, October 16. Their recommendation will be verbally provided at the October 18 BOC meeting..

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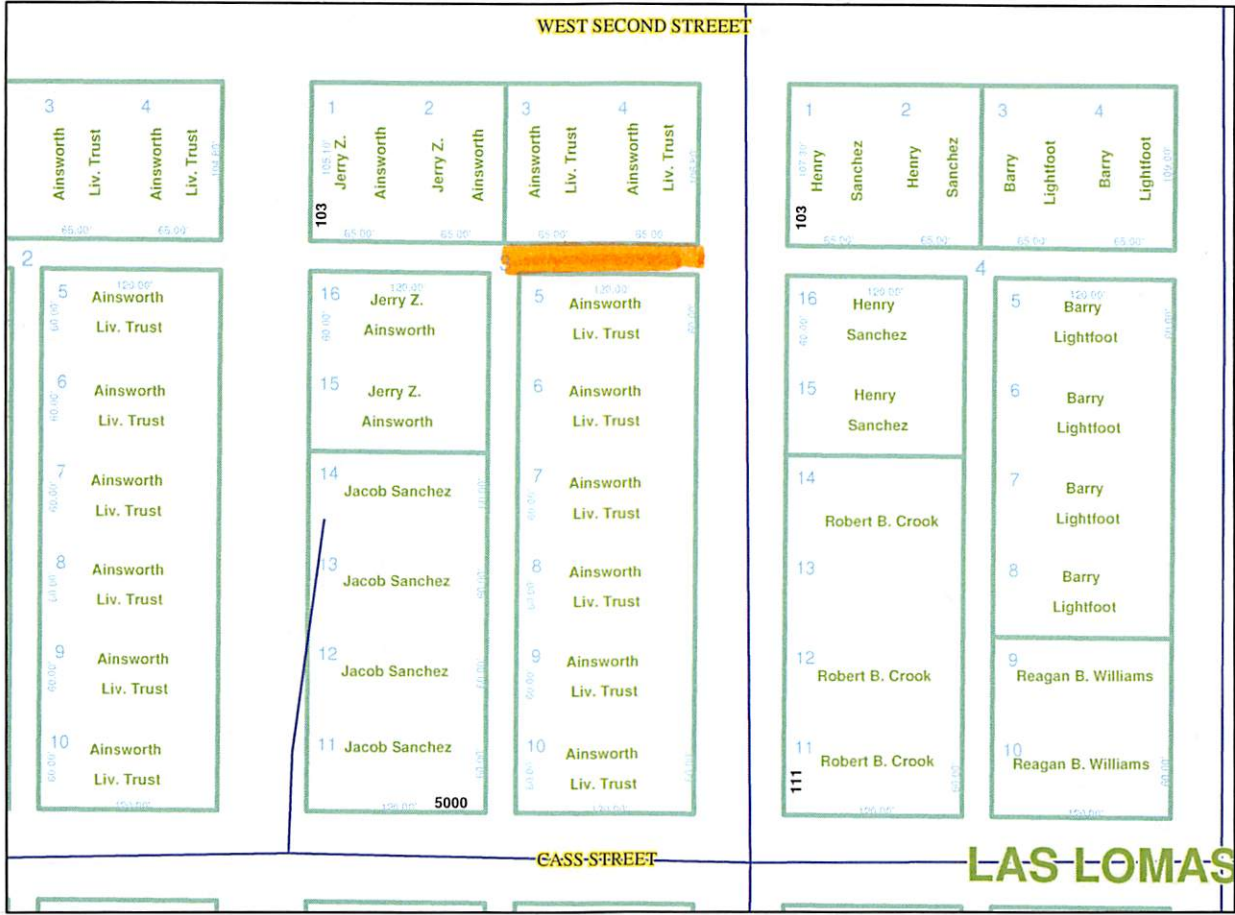
**SUPPORT DOCUMENTS:** Vicinity Map, Staff Review, Application, Aerial Map, Statement of Vacation

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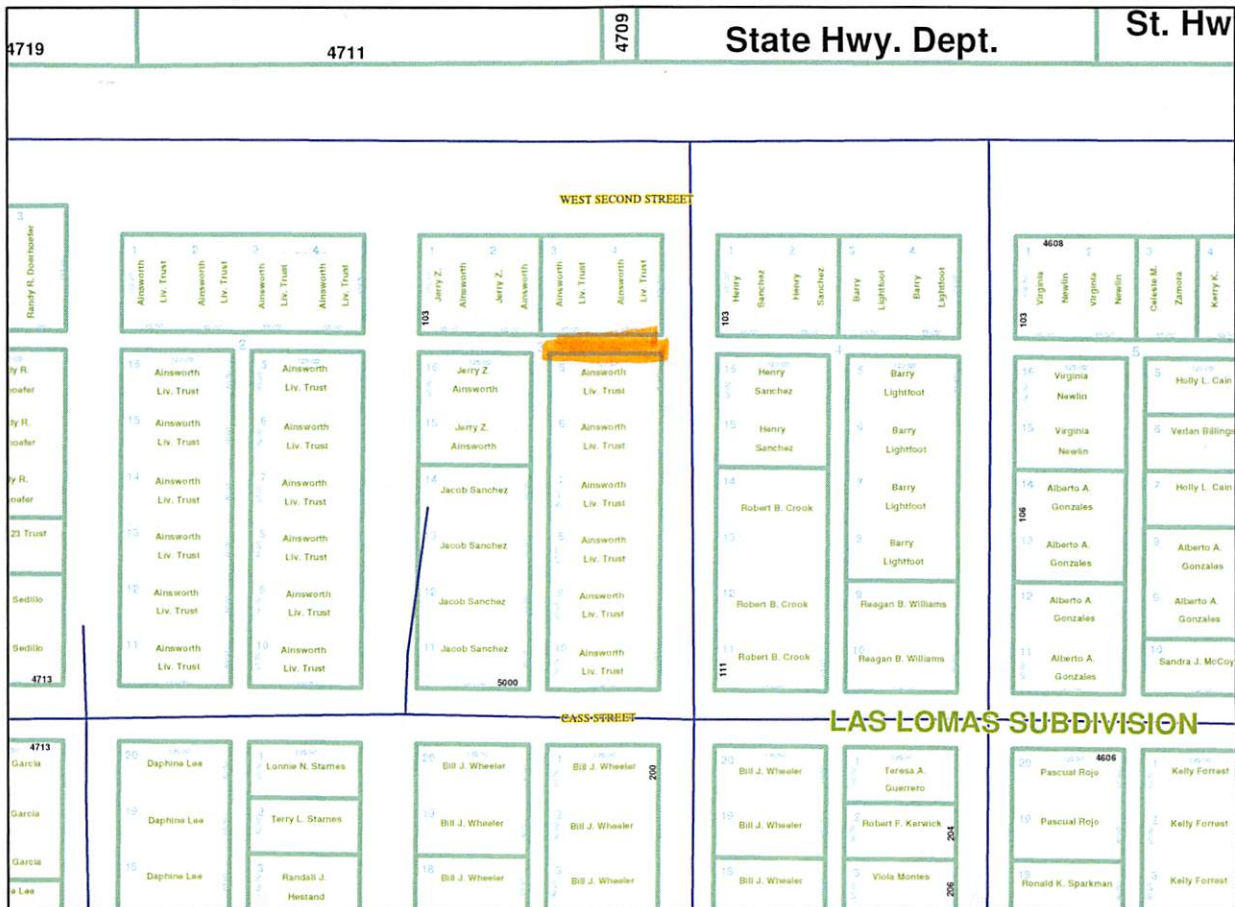
**SUMMARY BY:** Marlin J. Johnson

**TITLE:** Planning and Zoning Director

# Vicinity Map



**LAS LOMAS**



**STAFF REVIEW  
SD 2018-02**

The subject property is located to the west of Avenue E and south of West Second Street. The request is to vacate the alley from Avenue E to the north-south alley, north of Lot 5, Block 3 of Subdivision. It is 20 feet in width and 120 feet in length.

The applicant has been advised that utility company representatives must be notified of this request prior to filing of any approved documentation. There are utilities in this portion of alley, so it will remain as a utility easement even if vacated.

All parcels will continue to have legal and adequate access.

There have been no objections from the public. No concerns have been expressed by other Departments. The County has no need for this road and land will be added to the taxable property.

State Statute and County Ordinance allow vacations without a survey. The request will be heard by the County Board of Commissioners.

Staff recommends approval of the vacation of the alley in Block 3 of Las Lomas Subdivision from Avenue E to the north-south alley with the following stipulations:

- 1.) That the vacated portion remain a utility easement; and
- 2.) That the documentation for approval be filed within twelve months;

**Findings of Fact** could include: the applicant owns all parcels that are affected; there have been no objections from the public; affected utility company lines and easements will be protected if and as necessary; the County has no need for this right-of-way and the land will be added to the tax rolls;



# CHAVES COUNTY APPLICATION PLAT VACATION

Case Number: 502018-02 Date Received: 8-28-18 Fee: \$150<sup>00</sup>

**Applicant:**

Name: Jolly Shackelfern Phone Number: 626-9686

Mailing Address: 34 Halby Cr. Roswell, NM 88201

Applicant Status:  Owner of land to be vacated  Owner of property contiguous to land to be vacated

**Subdivision:**

Name: Las Lomas Subdivision

Location: \_\_\_\_\_

Area to be Vacated: No. of Blocks \_\_\_\_\_ No. of Lots \_\_\_\_\_ No. of Streets \_\_\_\_\_ No. of Alleys 1  
Area \_\_\_\_\_ Area \_\_\_\_\_ Length \_\_\_\_\_ Length \_\_\_\_\_

Present Land Use: Vacant

Intended Use: Commercial

Present Zoning: Commercial

**Utility information needed:**

Current Gas Company: New Mexico Gas Current Electric Company: K-Cel

Current Water Company: BARRENDO Co-OP

I acknowledge that I have been informed of the dates, times, and locations of the Commission meetings which I or my agent must attend in regards to this vacation request.

I hereby consent to the delay of the final decision for this request beyond 35 days from submission if such delay is deemed necessary by any Commission.

[Signature]  
Applicant's Signature

8-28-18  
Date

\_\_\_\_\_  
County Manager's Signature (if applicable)

\_\_\_\_\_  
Date

**Documents Included With Application:**

- Acknowledged Statement
- Names and Addresses of Contiguous Property Owners
- Vicinity or Location Map
- Utility Company Signatures
- Plat or Survey Drawing
- Drainage Report (if applicable)
- Notarized Signatures of Owners of Property Within the Area to be Vacated

2/8/08 ETZ Commission - October 16, 2018 @ 5:30 PM  
Board of Commissioners - October 18, 2018 @ 9AM

New Mexico  
State Hwy. Dept.

4709

4711



LAS LOMAS

CASS STREET

WEST SECOND STREET





**Approval of the Board of Chaves County Commissioners**

This is to certify that the foregoing Vacation of alley that is one hundred feet (120') in length lying north of Lot 5, Block 3 in Las Lomas Subdivision, Chaves County, New Mexico, is hereby approved by the Board of Chaves County Commissioners on this \_\_\_\_ day of \_\_\_\_\_, 2018.  
(This vacated portion of alleyway will remain a utility easement.)

\_\_\_\_\_  
Chaves County Commission Chair

\_\_\_\_\_  
ATTEST

AGENDA ITEM: 3  
MEETING DATE: October 18, 2018

Case Z 2018-05 Request for Special Use Permit  
in Agricultural District

## STAFF SUMMARY REPORT

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**ACTION REQUESTED BY:** Planning and Zoning

**ACTION REQUESTED:** Approve a Special Use Permit to allow trucking and/or oil field service businesses.

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**ITEM SUMMARY:** The property is located south of 562 West Chickasaw Road and is described as the Tracy 27 of Survey S31-98, (aka: NE1/4NW1/4 of Section 3, T14S, R24E). The request is for a Special Use Permit to allow trucking and/or oil field service businesses.

The Planning and Zoning Commission forwarded the matter without a recommendation as there was no quorum with one commissioner choosing to recuse herself.

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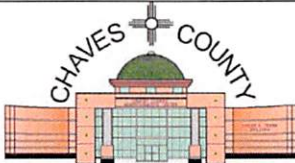
**SUPPORT DOCUMENTS:** Draft Minutes, Vicinity Map, Staff Review, Application, Application Letter, Conditional Letter of Support from Subdivision Developer, Letters from Neighbors, Aerial Map

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**SUMMARY BY:** Marlin J. Johnson

**TITLE:** Planning and Zoning Director



Chaves County Planning & Zoning Commission	Chaves County	
Hearing Date: October 2, 2018	<i>Meeting Minutes</i>	Created By: Julia A. Torres

**Members Present:**

Dale Rogers  
Melodi Salas  
Robbie White

**Members Absent:**

Andy Morley  
Jerry Wagner

**Guests:**

Jose Garay

**Staff Present:**

Mary Rogers  
Julia A. Torres

The Regular Meeting of the Chaves County Planning & Zoning Commission was held in the Commission Chambers at the Chaves County Administrative Center on October 2, 2018 beginning at 5:30PM.

**Minutes**

The minutes of the August 7, 2018 meeting were approved unanimously as submitted.

**OLD BUSINESS**

**1. Case Z 2018-5**

*Request to Rezone to Multi-Family Residential on properties described as Pecos Valley Hagerman 1 Amend Block 9 Lot 4 and Lot 5, parcel # 4145083443050 and 4145083475050 at or near Ottawa Rd. and Lincoln Ave., Hagerman*

**Mary Rogers** began the Staff Report by stating this case was continued at the June meeting due to lack of a voting quorum, tabled in July to allow more time for negotiations with the Subdivision Developer and continued again in September due to lack of a quorum. The subject property is located at 562 West Chickasaw Road and is 36 acres in size. The applicant desires a Special Use Permit for a trucking business in an Agricultural District.

The nearest residence is about 600 feet to the north on property adjacent to the Roswell Correctional Center. There are very few residences in this area. Access is via West Chickasaw Road, a County maintained road that extends eastward about five miles to Highway 285. All zoning in this area is Agricultural. However, the Correctional Center represents a heavy industrial use.

An objection to this proposal was filed by an attorney for Paul Taylor III, a neighboring landowner, due to covenants on the subdivision that the subject property is within. However, they have now submitted a

letter stating that if consent is secured from the adjoining landowners within the subdivision that they would not object to a Special Use Permit for a trucking business and/or oil field service business.

The applicant has sent letters to the two relevant landowners seeking their consent and has paid for the Planning Office to send certified notices to them as well. Signed consent to the trucking and/or oil field service business from both landowners have been received.

The sparsity of residential uses, the proximity of the Correctional Center and the good access make this an area that could be deemed suitable for this proposal.

As the affected neighboring landowners within the subdivision have given their consent, Staff recommends approval of this request for a Special Use Permit for a trucking and/or oil field services business with the following conditions:

- 1.) That the driveway and parking areas be graveled in accordance with the Zoning Ordinance;
- 2.) That a hard surface pad, concrete or asphalt, be installed and used for any maintenance operations, and that a catch basin be installed for any fluids, if necessary;
- 3.) That all State and Federal regulations be met and maintained;
- 4.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive; and
- 5.) That outside storage of derelict vehicles and miscellaneous junk not be allowed;

**Findings of Fact** could include: there is good access to Highway 285; this corridor could be reasonable for light industrial uses; there is an established industrial use next door; there are very few residences in this area; there are no objections from the neighborhood; the adjacent landowners within the covenanted subdivision have given written consent; conditions of approval will limit negative impacts on surrounding properties; the use or value of the area adjacent to the property will not be affected substantially in an adverse manner

**Commissioner Salas** stated that she needed to recuse herself from voting on this case as she had done in the past because of her working relationship with Paul Taylor. This leaves this case without a quorum for a recommendation to the Chaves County Board of Commissioners.

**Chair Rogers** indicated that this Case would be forwarded to the Chaves County Board of Commissioners without a recommendation from the Planning & Zoning Commission due to lack of quorum. **Chair Rogers** asked if there was anyone in the audience wishing to speak in favor or against the application. No one spoke in favor nor against the application.

## **NEW BUSINESS**

### **1. Case Z 2018-16**

*Request for a Special Use Permit to allow a second residence on property described as S8 T15S R26E N2SE4 N1318 ft W378 ft W of Hwy 2, parcel # 4146087276313, address being 8230 Spokane Rd. Lake Arthur*

**Mary Rogers** began the Staff Report by stating that the subject property was located at 8230 Spokane Road and was 5 acres in size. The request is for a Special Use Permit for a second residence for the mother for family caretaker purposes.

Both homes will be served by a shared domestic well and each will have a septic system. There is a mix of established residential and agricultural uses in the area. The subject property and all neighboring properties are zoned Residential-Agricultural or Agricultural. There have been no comments received from the public.

The Chaves County Comprehensive Plan does support a second, accessory, living quarters on a temporary basis when requests are accompanied by medical or other pertinent documentation. Staff recommends approval of this Special Use Permit to allow a manufactured home as a second residence with the following stipulations:

- 1.) That the Special Use Permit be for a 3-year period or until such time that the special care is no longer required, whichever is sooner;
- 2.) That 3-year reviews be administered by Staff and only brought back before the Commission on an as needed basis;
- 3.) That all State Engineer and NM Environment Department regulations that apply to the use be complied with; and
- 4.) That the second residence be removed from the property within 90 days of the time that the parental caretaking situation is no longer needed;

**Findings of Fact** could include: there is a letter from a physician that supports the need for special care; the residence is only temporary until the need changes; appropriate conditions and safeguards are imposed to protect the general plan and to conserve and protect the property values in the neighborhood; there are no objections from neighboring landowners

**Chair Rogers** asked if there was anyone wishing to speak in favor or against the application. No one spoke in favor nor against the application.

*Commissioner Salas made a motion to recommend approval of Case Z 2018-16 including the Conditions of Approval and Findings of Fact. Commissioner White seconded the motion. Motion carried by a 3-0 roll call vote. This case is scheduled to be heard by the Chaves County Board of Commissioners on October 18, 2018 @ 9 a.m.*

## **2. Case Z 2018-13**

*Request to Rezone to Industrial to allow a trucking operation on property described as Tract A1 S28 T14S R25E C-D Section 28 Partition Exemption Survey S21-72, parcel # 4141084327241, address being 7940 Bronzite Rd., Hagerman*

**Mary Rogers** began the Staff Report by stating that the subject property was located at 7940 Bronzite Road, about one-third of a mile south of Sagebrush Valley Road and is approximately 15 acres in size. The applicant desires to rezone to Industrial District for a trucking business. The property is currently zoned Agricultural.

There is a permitted residence on this property and on the one to the north. Access is via Bronzite Road, a private road that extends south from Sagebrush Valley Road/State Highway 13.

The property to the north and one 700 feet to the south were recently zoned to Industrial District for trucking businesses. There is an approved Special Use Permit for a recreational facility on a property to the south and there is Commercial Zoning to the northeast of the subject property.

No objections have been received from County Departments or from other agencies. There has been no objection from nearby landowners.

The Comprehensive Land Use Plan calls for Commercial and/or Industrial zoning for properties along the Highway 285 corridor. This property is not directly on the corridor but is within 500 feet of the highway, does fall within the corridor and is adjacent to parcels that abut Highway 285.

Access to Bronzite Road is excellent as Sagebrush Valley Road is a State Highway and Bronzite Road is only 1000 feet from State Highway 285. However, Bronzite Road is a private road, not maintained and only lightly developed. This represents the good and the bad of the subject property regarding access as

there could be some issues with the private road, like dust and maintenance. However, that will be true regardless of the types of development that will occur along this three-mile-long road.

There is a need for areas that can be zoned for these types of industrial uses, particularly small to medium size trucking operations and perhaps oil field service businesses as well. A potential upside could be that businesses establishing along Bronzite Road might, over time, upgrade the road for their own needs.

The property is currently in violation as there are two manufactured homes located on the property with only one being permitted. The matter is easily resolved as the second home can be removed, or the property can be subdivided as it is more than ten acres in size.

Staff recommends approval of a rezone to Industrial District for a trucking operation with the following conditions:

- 1.) That the Rezone become effective upon removal of the unpermitted home, or upon subdivision of the property in which case the second parcel will not become part of this Rezone;
- 2.) That the driveway and parking areas be graveled in accordance with the Zoning Ordinance;
- 3.) That a hard surface pad, concrete or asphalt, be installed and used for any maintenance operations, and that a catch basin be installed for any fluids, if necessary;
- 4.) That all State and Federal regulations be met and maintained;
- 5.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive;
- 6.) That a residence associated with the business use be allowed; and
- 7.) That no derelict vehicles be stored in the open on the property;

**Findings of Fact** could include: the Comprehensive Plan supports industrial uses along Highway 285 and this location is within that corridor and adjacent to the parcel that abuts the Highway; there is an existing recreational use south of the subject property; there is Commercial Zoning adjacent to the property; nearby properties have recently been zoned Industrial District; there are no objections from the neighborhood; conditions of approval will limit negative impacts on surrounding properties; the use or value of the area adjacent to the property will not be affected substantially in an adverse manner

**Commissioner Salas** wanted to know what the existing recreational use south of the property was. **Mrs. Rogers** responded that it was a paintball facility.

**Commissioner Salas** asked if there had been other properties along Bronzite Rd. that had been zoned Commercial/Industrial and if they were closer or farther from Sagebrush Valley Rd. **Mrs. Rogers** responded that there was one that had been rezoned north of the subject property as well as one south of it along Bronzite Rd.

**Commissioner Salas** inquired if there were any provisions relating to the maintenance of this private road. **Mrs. Rogers** indicated that since it was a private road, the maintenance would be the property owners' responsibility and that they were made aware of this.

**Commissioner Salas** would like to add no miscellaneous junk to Condition of Approval #7. **Mrs. Rogers** responded that Staff would add that to Condition #7.

**Commissioner White** asked about the second mobile home on the property. **Mrs. Rogers** indicated that in conversations with **Mr. Garay** (applicant) he had indicated plans to give that mobile home to nearby residents who had lost their own home during a recent storm in the area.

**Chair Rogers** invited the applicant to the podium.

**Jose Garay** introduced himself and stated his address at 309 S. 41<sup>st</sup> St. in Artesia.

**Chair Rogers** asked **Mr. Garay** if he was planning on moving the second mobile home. **Mr. Garay** responded that he would.

**Commissioner Salas** wanted the applicant to understand that the second mobile home needed to be removed from the property prior to the rezone taking effect. **Mr. Garay** verbalized his understanding.

**Chair Rogers** asked if there was anyone wishing to speak in favor or against the application. No one spoke in favor nor against the application.

*Commissioner White made a motion to recommend approval of Case Z 2018-13 with the Conditions of Approval including the addition of no miscellaneous junk to Condition of Approval #7 and Findings of Fact. Commissioner Salas seconded the motion. Motion carried by a 3-0 roll call vote. This case is scheduled to be heard by the Chaves County Board of Commissioners on October 18, 2018 at 9 a.m.*

### **3. Case Z 2018-15**

*Request to Rezone to Industrial to allow storing/parking of trucks for a trucking operation and/or oilfield business on property described as S21 T14S R25E E2 S1212.57 ft N2443.54 ft W1802.95 ft W of Hwy 285, parcel #4141083363185, address being 7850 SE Main St, Hagerman*

**Mary Rogers** began the Staff Report by stating that the subject property is located at 7850 Southeast Main Street, one half mile north of Sagebrush Valley Road, and is approximately 50 acres in size. The applicant desires to rezone to Industrial District for trucking and oil field service businesses, including outside storage and a residence. The property is currently zoned Agricultural.

The nearest residence is more than a half mile away. Several properties about a mile to the south have recently been rezoned to Industrial District and there is also Commercial Zoning one half mile to the south.

No objections have been received from County Departments or from other agencies. There has been no objection from nearby landowners.

The Comprehensive Land Use Plan calls for Commercial and/or Industrial zoning for properties along the Highway 285 corridor. This property is directly on the corridor and has direct access to Highway 285.

There is a need for areas that can be zoned for these types of industrial uses, particularly small to medium size trucking operations and perhaps oil field service businesses as well.

Staff recommends approval of a rezone to Industrial District for trucking and oil field service businesses, as well as outside storage with the following conditions:

- 1.) That the driveway and parking areas be graveled in accordance with the Zoning Ordinance;
- 2.) That a hard surface pad, concrete or asphalt, be installed and used for any maintenance operations, and that a catch basin be installed for any fluids, if necessary;
- 3.) That all State and Federal regulations be met and maintained;
- 4.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive;
- 5.) That a residence associated with the business use be allowed; and
- 6.) That no derelict vehicles be stored in the open on the property;

**Findings of Fact** could include: the Comprehensive Plan supports industrial uses along Highway 285 the parcel has direct access to said Highway; there is Commercial and Industrial Zoning in the vicinity; there are no objections from the neighborhood; conditions of approval will limit negative impacts on

surrounding properties; the use or value of the area adjacent to the property will not be affected substantially in an adverse manner.

**Commissioner Salas** would also like to add no miscellaneous junk to Condition of Approval #6. She wanted to know what kind of traffic impact would be created that would be injurious to the public by this rezone application.

**Mrs. Rogers** responded that the applicant had contacted NM Department of Transportation to obtain all required permits. NM DOT reviewed this proposal and the applicant was given a permit to access the property off Highway 285.

**Chair Rogers** asked if there was anyone wishing to speak in favor or against the application. No one spoke in favor nor against the application.

*Commissioner Salas made a motion to recommend approval of Case Z 2018-15 with the Conditions of Approval including the addition of no miscellaneous junk to Condition of Approval #6 and Findings of Fact. Commissioner White seconded the motion. Motion carried by a 3-0 roll call vote. This case is scheduled to be heard by the Chaves County Board of Commissioners on October 18, 2018 at 9 a.m.*

#### **4. Case Z 2018-17**

*Request for a Special Use Permit to allow aggregate crushing and asphalt hot mix plant on property described as part of S7 T11S R21E, parcel #4120063494465*

**Mary Rogers** began the Staff Report by stating that the subject property was located on the north side of West Second Street/US Highway 380, approximately two miles west of Mossman Road, and is part of a very large agricultural parcel. The applicant desires a Special Use Permit for an aggregate crushing operation and an asphalt hot mix plant. There are no homes within a mile of the site and it has direct access to US Highway 380/70.

The site should have minimal impact on neighboring properties and the general public. It may well be a benefit to the public from an economical perspective. There have been no concerns raised by any department or agencies. There have been no comments from the general public.

Staff recommends approval with the following stipulations:

- 1.) That the Special Use Permit be for up to a three (3) year period;
- 2.) That an administrative review may be conducted to consider an extension should there be a written request to continue the operation longer;
- 3.) That all State and Federal regulations be met and maintained; and
- 4.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive;

Findings of Fact could include: the use is only temporary and not a change of zoning for permanent use; the location will not cause concerns for neighbors or the general public; there are no objections from nearby landowners or the public; appropriate conditions and safeguards are imposed to protect the general plan and to conserve and protect the property values in the neighborhood

**Chair Rogers** asked if there was anyone wishing to speak in favor or against the application. No one spoke in favor nor against the application.

*Commissioner Salas made a motion to recommend approval of Case Z 2018-17 with the Conditions of Approval and Findings of Fact. Commissioner White seconded the motion. Motion carried by a 3-0 roll*

*call vote. This case is scheduled to be heard by the Chaves County Board of Commissioners on October 18, 2018 at 9 a.m.*

**Other Business**

**None**

There being no other business listed on the agenda or to come before the Commission, the meeting adjourned at 5:55PM.

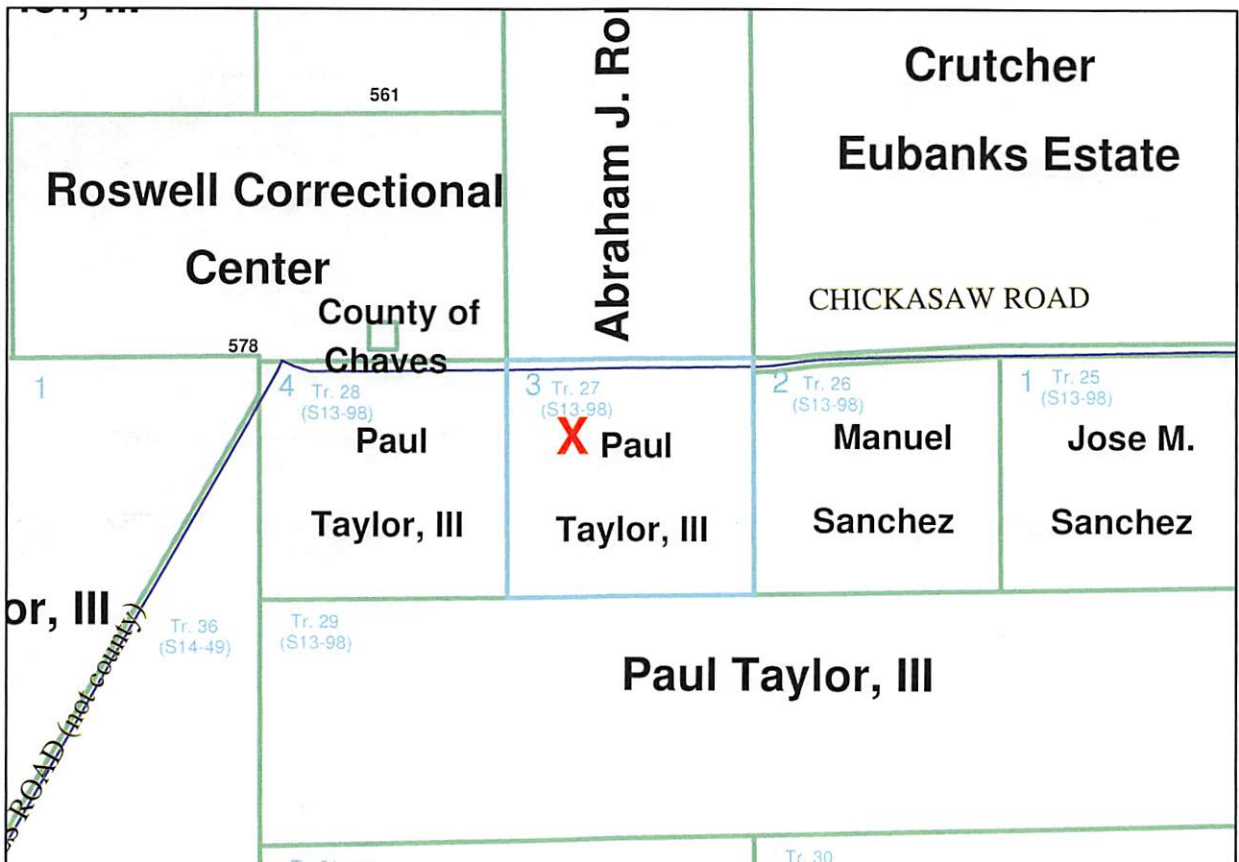
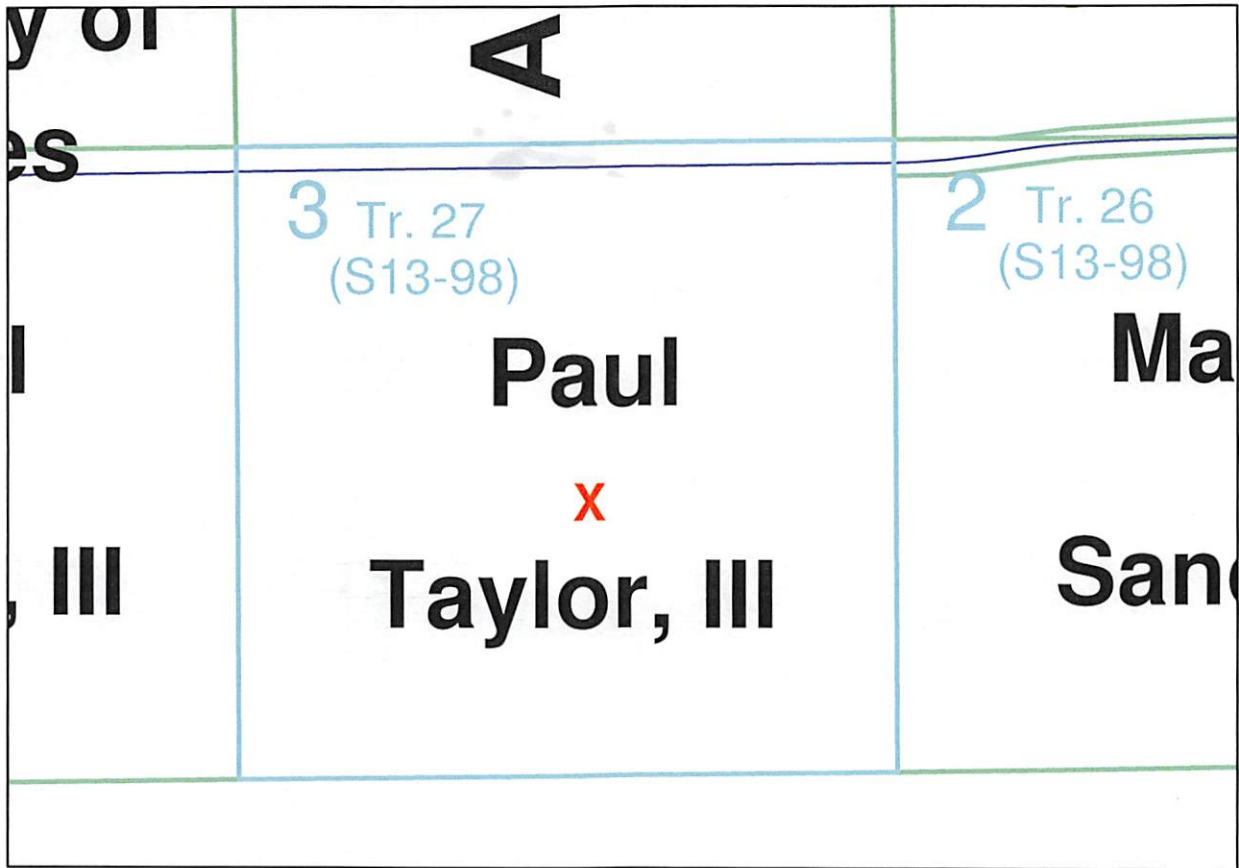
Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Attest

*Note: The minutes of this meeting are on file in the Chaves County Planning and Zoning office for review, upon request.*

Vicinity Map



Case Z 2018-5  
562 W. Chickasaw Rd.





**STAFF REVIEW**  
**Z 2018-05**

This case was continued at the June meeting due to lack of a voting quorum, tabled in July to allow more time for negotiations with the Subdivision Developer and continued again in September due to lack of a quorum. The subject property is located at 562 West Chickasaw Road and is 36 acres in size. The applicant desires a Special Use Permit for a trucking business in an Agricultural District.

The nearest residence is about 600 feet to the north on property adjacent to the Roswell Correctional Center. There are very few residences in this area. Access is via West Chickasaw Road, a County maintained road that extends eastward about five miles to Highway 285. All zoning in this area is Agricultural. However, the Correctional Center represents a heavy industrial use.

An objection to this proposal was filed by an attorney for Paul Taylor III, a neighboring landowner, due to covenants on the subdivision that the subject property is within. However, they have now submitted a letter stating that if consent is secured from the adjoining landowners within the subdivision that they would not object to a Special Use Permit for a trucking business and/or oil field service business.

The applicant has sent letters to the two relevant landowners seeking their consent and has paid for the Planning Office to send certified notices to them as well. Signed consent to the trucking and/or oil field service business from both landowners have been received.

The sparsity of residential uses, the proximity of the Correctional Center and the good access make this an area that could be deemed suitable for this proposal.

As the affected neighboring landowners within the subdivision have given their consent, Staff recommends approval of this request for a Special Use Permit for a trucking and/or oil field services business with the following conditions:

- 1.) That the driveway and parking areas be graveled in accordance with the Zoning Ordinance;
- 2.) That a hard surface pad, concrete or asphalt, be installed and used for any maintenance operations, and that a catch basin be installed for any fluids, if necessary;
- 3.) That all State and Federal regulations be met and maintained;
- 4.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive; and
- 5.) That outside storage of derelict vehicles and miscellaneous junk not be allowed;

**Findings of Fact** could include: there is good access to Highway 285; this corridor could be reasonable for light industrial uses; there is an established industrial use next door; there are very few residences in this area; there are no objections from the neighborhood; the adjacent landowners within the covenanted subdivision have given written consent; conditions of approval will limit negative impacts on surrounding properties; the use or value of the area adjacent to the property will not be affected substantially in an adverse manner;

October  
2018



CHAVES COUNTY/ETZ ZONING ORDINANCE  
APPLICATION TO REZONE PROPERTY

Case Number: Z 2018-5 Date Received: May 2, 2018 Fee: \$430

Name of Property Owner: CHS Trucking, LLC Phone Number: (559) 455-3162

Mailing Address: 5816 W. Dayton Fresno, CA 93722

Name of Applicant: Carlos Hernandez Sias

Mailing Address: 1801 W. Juniper St. City: Roswell Zip: 88203

Home Phone Number: \_\_\_\_\_ Business Phone Number: (559) 455-3162

Applicant Status:  Owner  Agent  Tenant  Other \_\_\_\_\_

Site Address: 562 W. Chickasaw Rd. Hagerman NM 88232  ETZ  Chaves County

Property Legal Description: R015472 S3 T14S R24E N84 NW4 Lot 3

AKA Tract 27 per S13-98 UPN: 4-136-080-199-070

Present Land Use: vacant

Intended Land Use: \_\_\_\_\_

Present Zoning: Agricultural/Residential Requested Zoning: Industrial Size of Development in Acres: 36

Reason for Request (Attach sheets if more space is needed): Rezone to allow trucking business and/or oilfield service business

Copy of Deed Attached:

I ACKNOWLEDGE THAT I HAVE BEEN INFORMED OF THE DATES, TIMES, AND LOCATIONS OF THE PUBLIC MEETINGS WHICH I OR MY AGENT MUST ATTEND IN ORDER TO FULFILL THE REQUIREMENTS OF THIS APPLICATION.

Carlos Hernandez Sias  
Owner's Signature

5-2-18  
Date

10/01/14 PdZ Commission - June 5, 2018 @ 5:30PM

Chaves County Board of Comm - June 21, 2018 @ 9:00 AM.

June 12, 2018

To Manuel and Lidia Sanchez,

I, Carlos Sias, am the owner of property on 562 W. Chickasaw Rd Hagerman, NM 88220. I am writing a letter to you to let you know my plans for the property are to build a 40X60 shop on the NE corner of property where I will do maintenance on 4 trucks that I currently own. My plans also include placing mobile home to live as well.

Sincerely,



Carlos Sias

**MARION J. CRAIG III  
ATTORNEY AT LAW, L.L.C.**

POST OFFICE BOX 1436  
ROSWELL, NM 88202-1436  
TELEPHONE: (575) 622-1106  
EMAIL: Jimmy@craiglawllc.com

**MARION J. "JIMMY" CRAIG III  
ATTORNEY AT LAW**

**601 W. SECOND STREET, SUITE 8  
ROSWELL, NEW MEXICO 88201**

July 20, 2018

Marlin J. Johnson  
P&Z Director  
Chaves County  
PO Box 1817  
Roswell, N.M. 88202

RE: Case Z2018-5

Dear Mr. Johnson:

This letter is written to you on the above referenced Application on behalf of the Sub-Division Developer for Antelope Springs Sub-Division, which is involved in the above-referenced Application.

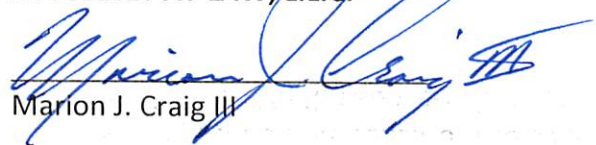
Mr. Taylor informs me that he has discussed this with Mr. Sias, the Applicant, and has informed him that if he secures the consent of the adjoining property owners, the Sub-Division would not object to a special use permit for this property so that it might be used for a trucking business and/or oil field service business. Any such use would have to be per any restrictions or requirements placed upon the property by the County.

In the event that a special use permit is granted, the Sub-Division will grant a variance to Mr. Sias to conform with that special use provided he secures the consent of the adjoining property owners. In the event that consent is obtained, the Sub-Division will give a letter to Sais allowing him to use the special use during his ownership of the property.

So long as he complies with any special use requirements imposed by the County, and secures the permission of the adjoining property owners, the Sub-Division has no objection to the special use.

Sincerely,

**MARION J. CRAIG III  
ATTORNEY AT LAW, L.L.C.**



Marion J. Craig III

XC: Paul Taylor III

July 25, 2018

Carlos Sias  
1801 Juniper Street  
Roswell, NM 88203

Carlos & Nohemi Melendez  
511 E. Bland Street  
Roswell, NM 88203

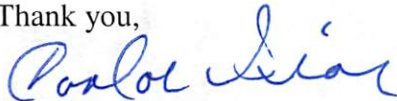
**RE: CHS TRUCKING, LLC**  
**562 W. CHICKASAW ROAD, HAGERMAN, NM 88232**

Dear Mr. & Mrs. Melendez

I am writing to seek your consent to have a Special Use Permit to allow a trucking business and/or oil field service business at the above referenced property. Please refer to the enclosed letter from Marion J. Craig, Attorney at Law, LLC.

Please sign the letter below and send back to my address if you agree with my plans.

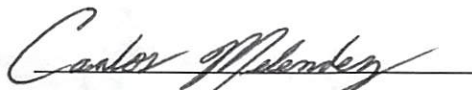
Thank you,

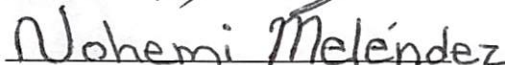


Carlos Sias

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I consent to Mr. Sias' plans to have a Special Use Permit to allow a trucking business and/or oil field service business at 562 W. Chickasaw Road, Hagerman, NM 88232.

Carlos Melendez  Date 8-22-18

Nohemi Melendez  Date 8-22-18

July 25, 2018

Carlos Sias  
1801 Juniper Street  
Roswell, NM 88203

Manuel & Lidia Sanchez  
2014 N. 66<sup>th</sup> Avenue  
Phoenix, AZ 85035

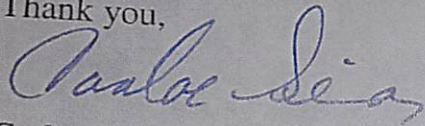
**RE: CHS TRUCKING, LLC**  
**562 W. CHICKASAW ROAD, HAGERMAN, NM 88232**

Dear Mr. & Mrs. Sanchez

I am writing to seek your consent to have a Special Use Permit to allow a trucking business and/or oil field service business at the above referenced property. Please refer to the enclosed letter from Marion J. Craig, Attorney at Law, LLC.

Please sign the letter below and send back to my address if you agree with my plans.

Thank you,



Carlos Sias

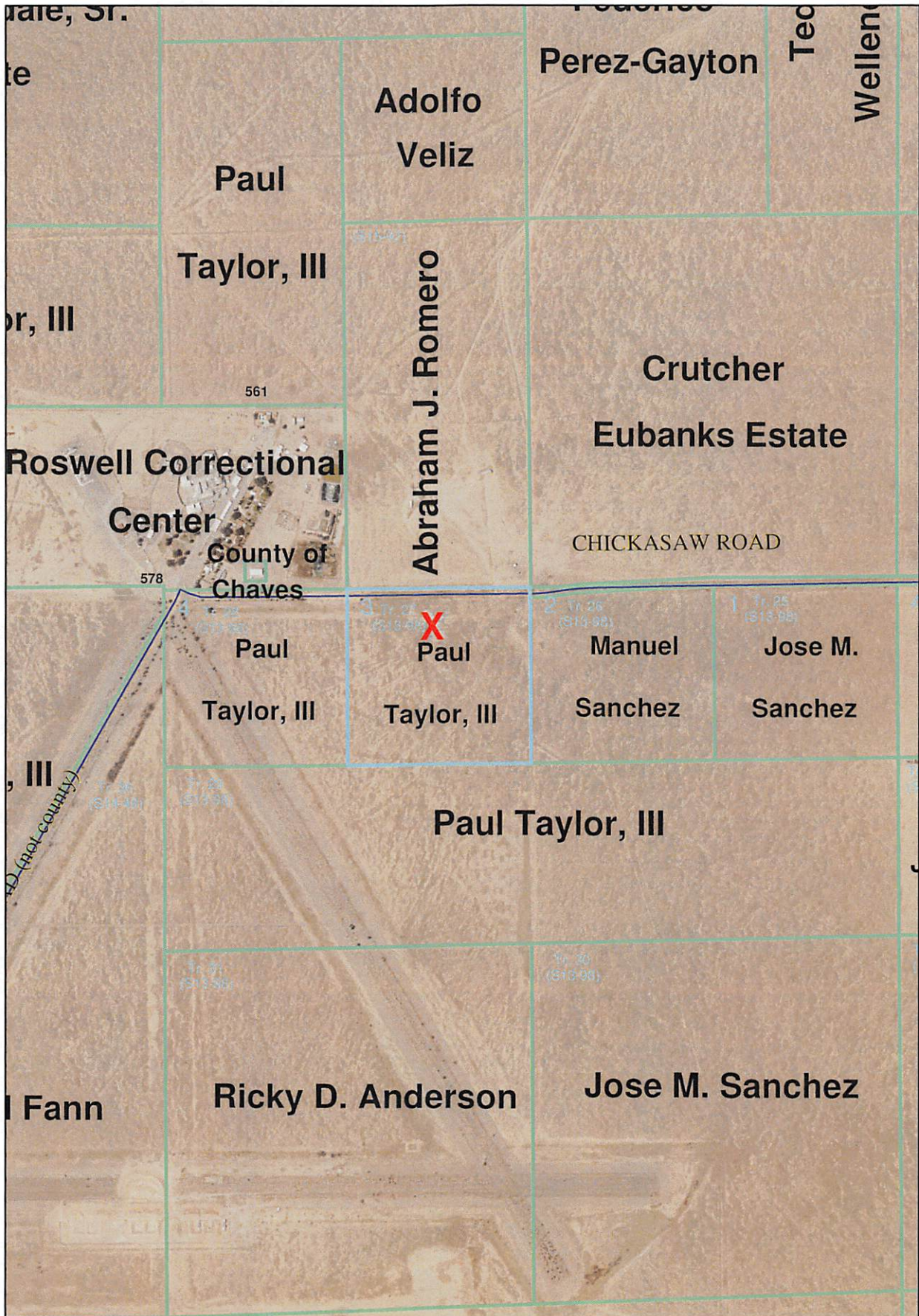
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I consent to Mr. Sias' plans to have a Special Use Permit to allow a trucking business and/or oil field service business at 562 W. Chickasaw Road, Hagerman, NM 88232.

Manuel Sanchez Manuel Sanchez Date 8-27-2018

Lidia Sanchez Lidia Sanchez Date 8-27-2018

Aerial Map



Case Z 2018-5  
562 W. Chickasaw Rd.



AGENDA ITEM: 4  
MEETING DATE: October 18, 2018

Case Z 2018-13 Request to Rezone to Industrial District from Agricultural District

## STAFF SUMMARY REPORT

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ACTION REQUESTED BY: Planning and Zoning

ACTION REQUESTED: Approve a request to Rezone to Industrial District.

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ITEM SUMMARY: The property is located at 7940 Bronzite Road and is described as Tract A1 of the Cherry Section 28 Exemption Survey. The request is to rezone to Industrial District to allow a trucking business to include parking of trucks, truck repair, service and maintenance as well as a residence.

The Planning and Zoning Commission recommends approval with the Conditions and the Findings of Fact listed in the Staff Review, with the addition to Condition #7 that no miscellaneous junk be stored on the property.

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SUPPORT DOCUMENTS: Vicinity Map, Staff Review, Application, Aerial Map

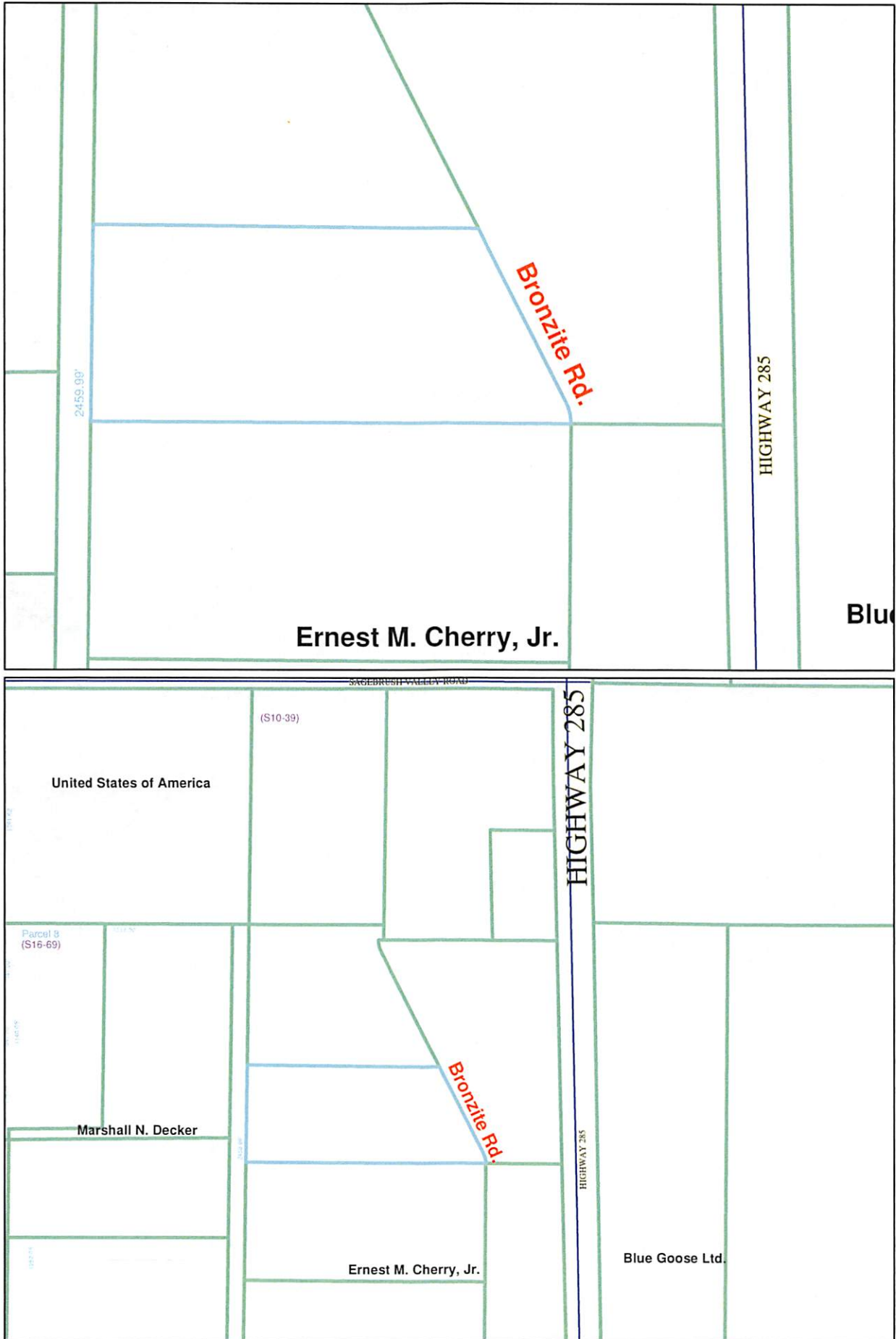
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SUMMARY BY: Marlin J. Johnson

TITLE: Planning and Zoning Director



# Vicinity Map



Case Z 2018-13  
7940 Bronzite Rd.

**STAFF REVIEW**  
**Z 2018-13**

The subject property is located at 7940 Bronzite Road, about one-third of a mile south of Sagebrush Valley Road, and is approximately 15 acres in size. The applicant desires to rezone to Industrial District for a trucking business. The property is currently zoned Agricultural.

There is a permitted residences on this property and on the one to the north. Access is via Bronzite Road, a private road that extends south from Sagebrush Valley Road/State Highway 13.

The property to the north and one 700 feet to the south were recently zoned to Industrial District for trucking businesses. There is an approved Special Use Permit for a recreational facility on a property to the south and there is Commercial Zoning to the northeast of the subject property.

No objections have been received from County Departments or from other agencies. There has been no objection from nearby landowners.

The Comprehensive Land Use Plan calls for Commercial and/or Industrial zoning for properties along the Highway 285 corridor. This property is not directly on the corridor but is within 500 feet of the highway, does fall within the corridor and is adjacent to parcels that abut Highway 285.

Access to Bronzite Road is excellent as Sagebrush Valley Road is a State Highway and Bronzite Road is only 1000 feet from State Highway 285. However, Bronzite Road is a private road, not maintained and only lightly developed. This represents the good and the bad of the subject property regarding access as there could be some issues with the private road, like dust and maintenance. However, that will be true regardless of the types of development that will occur along this three mile long road.

There is a need for areas that can be zoned for these types of industrial uses, particularly small to medium size trucking operations and perhaps oil field service businesses as well. A potential upside could be that businesses establishing along Bronzite Road might, over time, upgrade the road for their own needs.

The property is currently in violation as there are two manufactured homes located on the property with only one being permitted. The matter is easily resolved as the second home can be removed, or the property can be subdivided as it is more than ten acres in size.

Staff recommends approval of a rezone to Industrial District for a trucking operation with the following conditions:

- 1.) That the Rezone become effective upon removal of the unpermitted home, or upon subdivision of the property in which case the second parcel will not become part of this Rezone;
- 2.) That the driveway and parking areas be graveled in accordance with the Zoning Ordinance;
- 3.) That a hard surface pad, concrete or asphalt, be installed and used for any maintenance operations, and that a catch basin be installed for any fluids, if necessary;

- 4.) That all State and Federal regulations be met and maintained;
- 5.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive;
- 6.) That a residence associated with the business use be allowed; and
- 7.) That no derelict vehicles be stored in the open on the property;

**Findings of Fact** could include: the Comprehensive Plan supports industrial uses along Highway 285 and this location is within that corridor and adjacent to the parcel that abuts the Highway; there is an existing recreational use south of the subject property; there is Commercial Zoning adjacent to the property; nearby properties have recently been zoned Industrial District; there are no objections from the neighborhood; conditions of approval will limit negative impacts on surrounding properties; the use or value of the area adjacent to the property will not be affected substantially in an adverse manner;



CHAVES COUNTY/ETZ ZONING ORDINANCE  
APPLICATION TO REZONE PROPERTY

Case Number: Z 2018-13 Date Received: 7-18-2018 Fee: \$300<sup>00</sup>

Name of Property Owner: Jose + Hortencia Garay Phone Number: \_\_\_\_\_  
 Mailing Address: 309 S. 41st St. Artesia, NM 88210  
 Name of Applicant: Jose + Hortencia Garay  
 Mailing Address: 309 S. 41st St. City: Artesia Zip: 88210  
 Home Phone Number: (575) 703-8600 Business Phone Number: \_\_\_\_\_  
 Applicant Status:  Owner  Agent  Tenant  Other \_\_\_\_\_

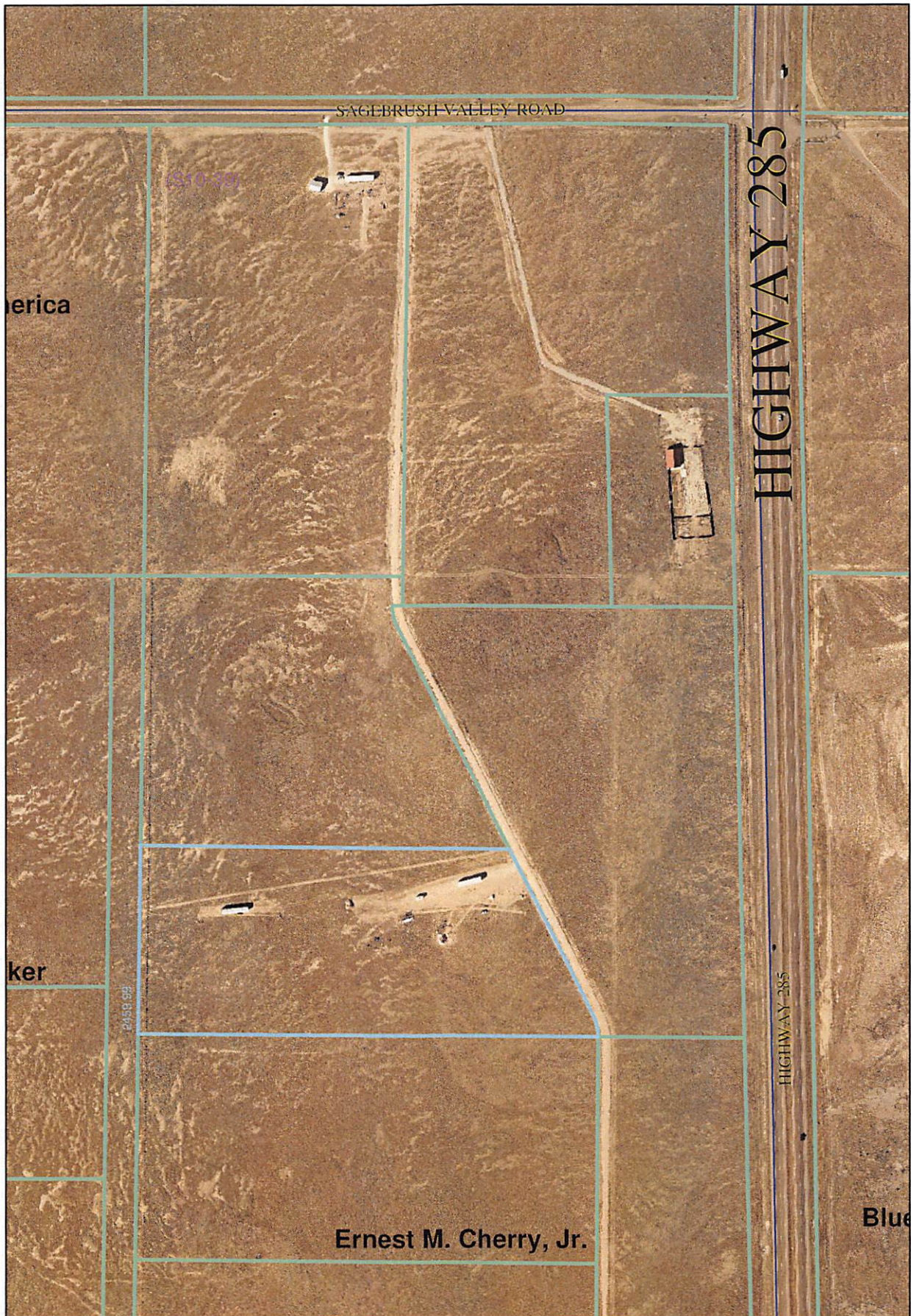
Site Address: 7940 Bronzite Rd.  ETZ  Chaves County  
 Property Legal Description: 7940 Bronzite Rd. Hagerman 88232  
 UPN: 4-141-084-327-241  
 Present Land Use: \_\_\_\_\_  
 Intended Land Use: \_\_\_\_\_  
 Present Zoning: Ag-Res Requested Zoning: Industrial Size of Development in Acres: 15 AC.  
 Reason for Request (Attach sheets if more space is needed): for a trucking business.  
Garay Transportation.  
 Copy of Deed Attached:

I ACKNOWLEDGE THAT I HAVE BEEN INFORMED OF THE DATES, TIMES, AND LOCATIONS OF THE PUBLIC MEETINGS WHICH I OR MY AGENT MUST ATTEND IN ORDER TO FULFILL THE REQUIREMENTS OF THIS APPLICATION.  
Jose Garay \_\_\_\_\_ 7-18-18  
 Owner's Signature Date

\_\_\_\_\_

10/01/14 P&Z Comm - Sep. 4th @ 5:30 PM  
 Chaves County Board of Commission - Sep. 20 @ 9 a.m.

# Aerial Map



Case Z 2018-13  
7940 Bronzite Rd.



AGENDA ITEM: 5  
MEETING DATE: October 18, 2018

Case Z 2018-15 Request to Rezone to Industrial District from Agricultural District

## STAFF SUMMARY REPORT

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**ACTION REQUESTED BY:** Planning and Zoning

**ACTION REQUESTED:** Approve a request to Rezone to Industrial District.

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**ITEM SUMMARY:** The property is located south of 7850 Southeast Main Street and is described as the S1212.57' of the N2443.54' of the W1802.95' lying west of Highway 285, Section 21, T14S, R25E (Book 722, Page 1683). The request is to rezone to Industrial District to allow trucking and/or oil field service business, outside storage and a residence.

The Planning and Zoning Commission recommends approval with the Conditions and the Findings of Fact listed in the Staff Review, with an addition to Condition #6 that no miscellaneous junk be stored outside on the property.

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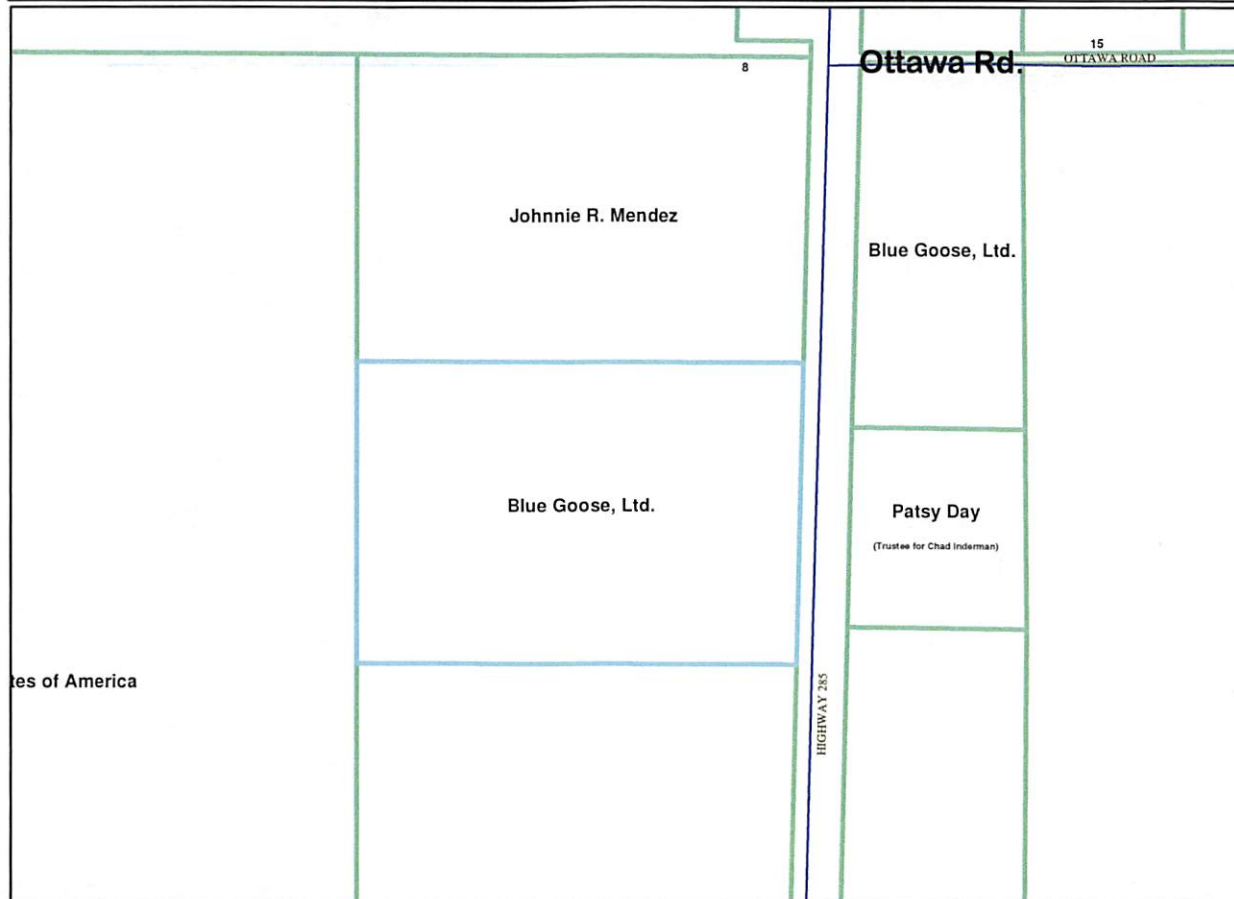
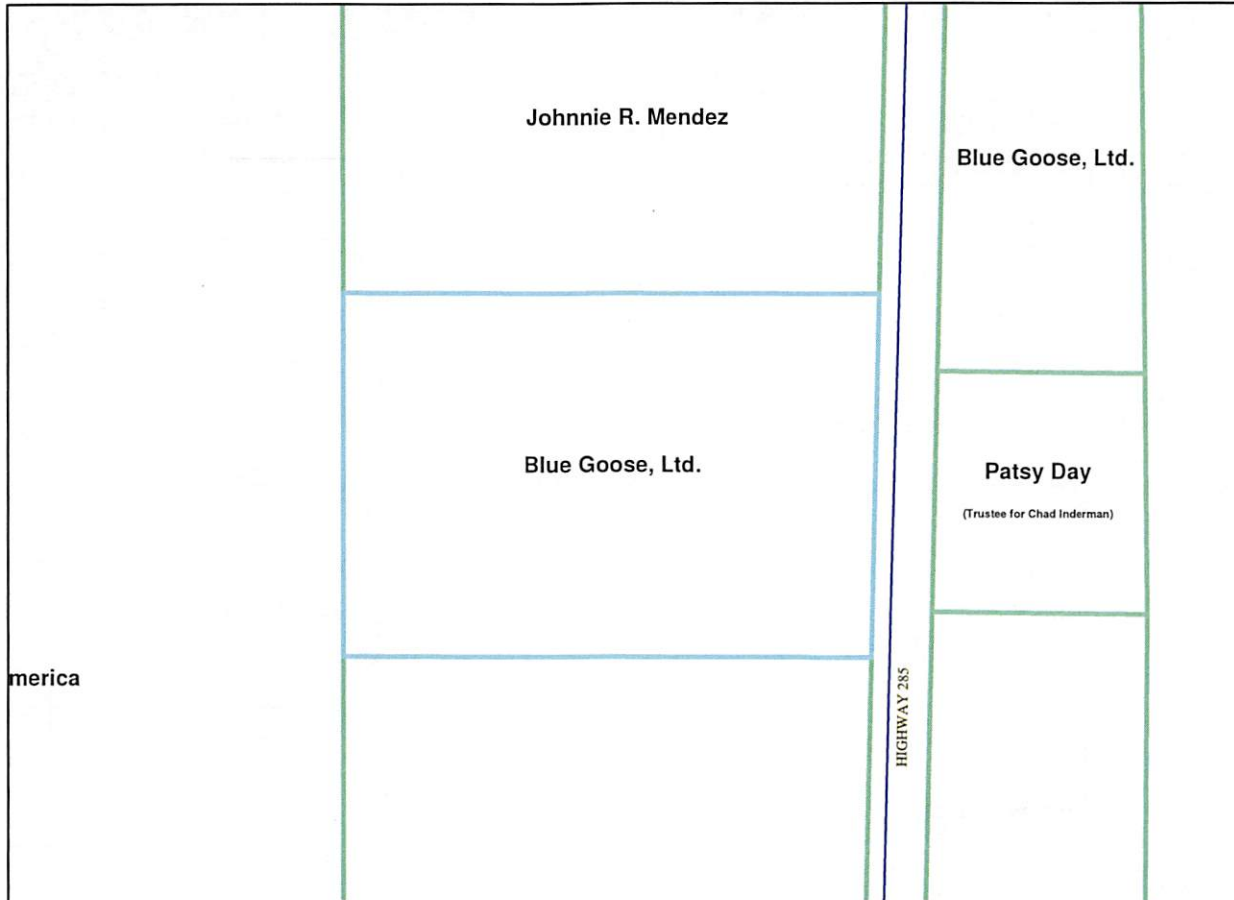
**SUPPORT DOCUMENTS:** Vicinity Map, Staff Review, Application, Aerial Map

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**SUMMARY BY:** Marlin J. Johnson

**TITLE:** Planning and Zoning Director

# Vicinity Map



**Case Z 2018-15  
7850 SE Main St.**

**STAFF REVIEW**  
**Z 2018-15**

The subject property is located at 7850 Southeast Main Street, one half mile north of Sagebrush Valley Road, and is approximately 50 acres in size. The applicant desires to rezone to Industrial District for trucking and oil field service businesses, including outside storage and a residence. The property is currently zoned Agricultural.

The nearest residence is more than a half mile away. Several properties about a mile to the south have recently been rezoned to Industrial District and there is also Commercial Zoning one half mile to the south.

No objections have been received from County Departments or from other agencies. There has been no objection from nearby landowners.

The Comprehensive Land Use Plan calls for Commercial and/or Industrial zoning for properties along the Highway 285 corridor. This property is directly on the corridor and has direct access to Highway 285.

There is a need for areas that can be zoned for these types of industrial uses, particularly small to medium size trucking operations and perhaps oil field service businesses as well.

Staff recommends approval of a rezone to Industrial District for trucking and oil field service businesses, as well as outside storage with the following conditions:

- 1.) That the driveway and parking areas be graveled in accordance with the Zoning Ordinance;
- 2.) That a hard surface pad, concrete or asphalt, be installed and used for any maintenance operations, and that a catch basin be installed for any fluids, if necessary;
- 3.) That all State and Federal regulations be met and maintained;
- 4.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive;
- 5.) That a residence associated with the business use be allowed; and
- 6.) That no derelict vehicles be stored in the open on the property

**Findings of Fact** could include: the Comprehensive Plan supports industrial uses along Highway 285 the parcel has direct access to said Highway; there is Commercial and Industrial Zoning in the vicinity; there are no objections from the neighborhood; conditions of approval will limit negative impacts on surrounding properties; the use or value of the area adjacent to the property will not be affected substantially in an adverse manner;





# CHAVES COUNTY APPLICATION CHAVES COUNTY ZONING ORDINANCE

Case Number: Z 2018-15 Date Received: 07.26.2018 Fee: \$500

Type of Request:  Variance  Change of Use

Name of Property Owner: David Garcia Alvarado Phone Number: 575-703-7102  
Ubaldo Garcia Alvarado

Mailing Address: 7545 Roswell Hwy Artesia NM 88210

Name of Applicant: David Garcia Alvarado

Mailing Address: 7545 Roswell Hwy Home Phone Number: 575-703-7102  
 Business Phone Number: \_\_\_\_\_

Applicant Status:  Owner  Agent  Tenant  Other \_\_\_\_\_

Case Address, Legal Description, and Parcel Number: 7850 SE Main Street - Hagerman  
4-141-083-363-185-000000 RØ 45315

Present Land Use: Undeveloped

Intended Use: Industrial - storing / Parking & Shop (built) of trucks  
Trucking Operation / and/or oil field business & Residence

Present Zoning: Agricultural Requested Zoning: Industrial

Applicant's Reason for Requested Change: (Use back if more space is needed) Trucking Operation

I ACKNOWLEDGE THAT I HAVE BEEN INFORMED OF THE DATES, TIMES, AND LOCATIONS OF THE PUBLIC MEETINGS WHICH I OR MY AGENT MUST ATTEND IN ORDER TO FULFILL THE REQUIREMENTS OF THIS APPLICATION.

[Signature] Date: 7-26-18

Owner's Signature Date

P & Z Meeting = September 04, 2018 @ 0530 pm  
BOC Meeting = September 20, 2018 @ 0900 a.m

# Aerial Map



Case Z 2018-15  
7850 SE Main St



AGENDA ITEM: 6  
MEETING DATE: October 18, 2018

Case Z 2018-16 Request for a Special Use Permit  
in Area II, Residential-Agricultural

## STAFF SUMMARY REPORT

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**ACTION REQUESTED BY:** Planning and Zoning

**ACTION REQUESTED:** Approve a Special Use Permit to allow a second residence for family caregiver purposes.

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**ITEM SUMMARY:** The property is located 8230 Spokane Road, described as part of the N1318' of the W378' lying west of highway 2 in the N1/2SE1/4 of Section 8, T15S, R26E. The proposal is to allow a second home for the mother of the applicant.

The Planning and Zoning Commission recommends approval with the stipulations and the Findings of Fact listed in the Staff Review.

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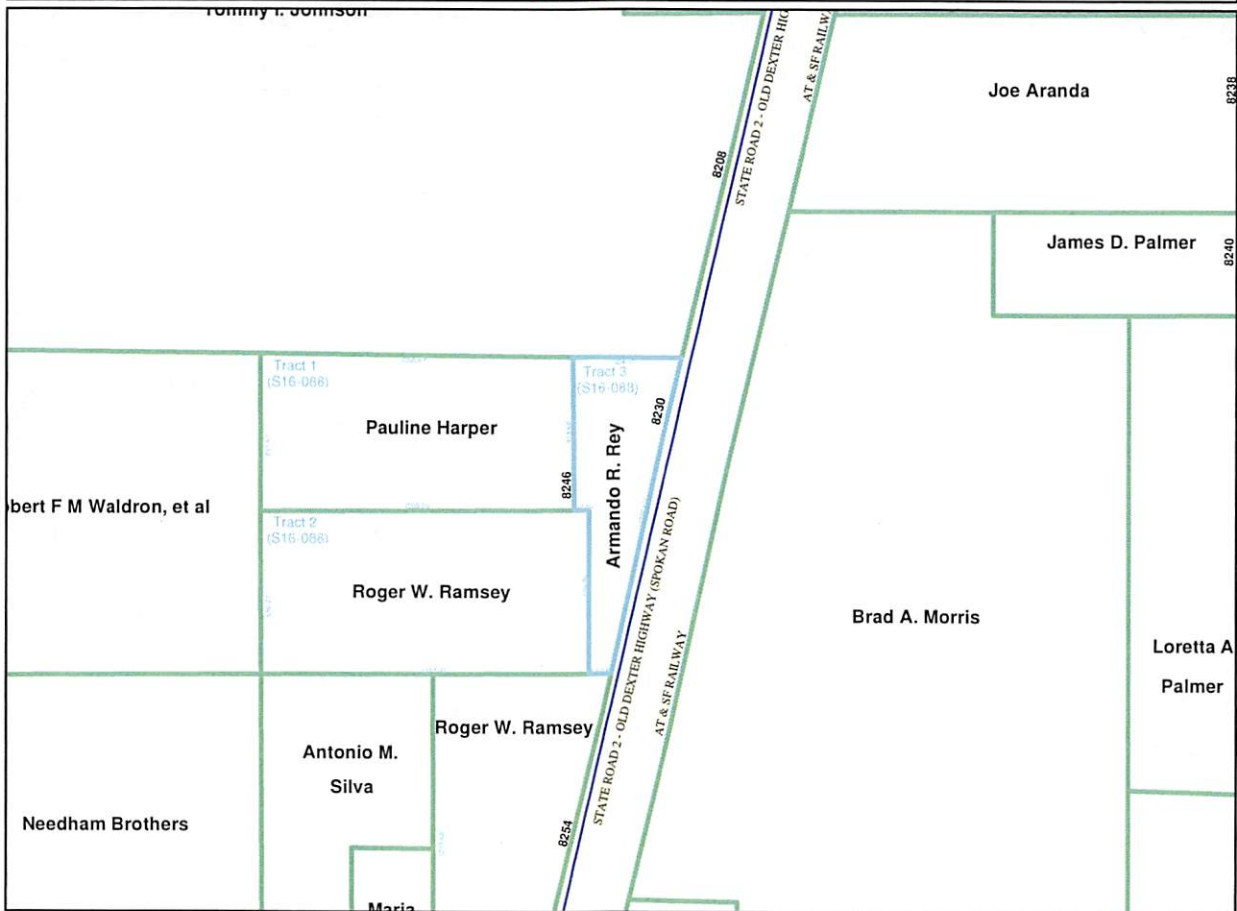
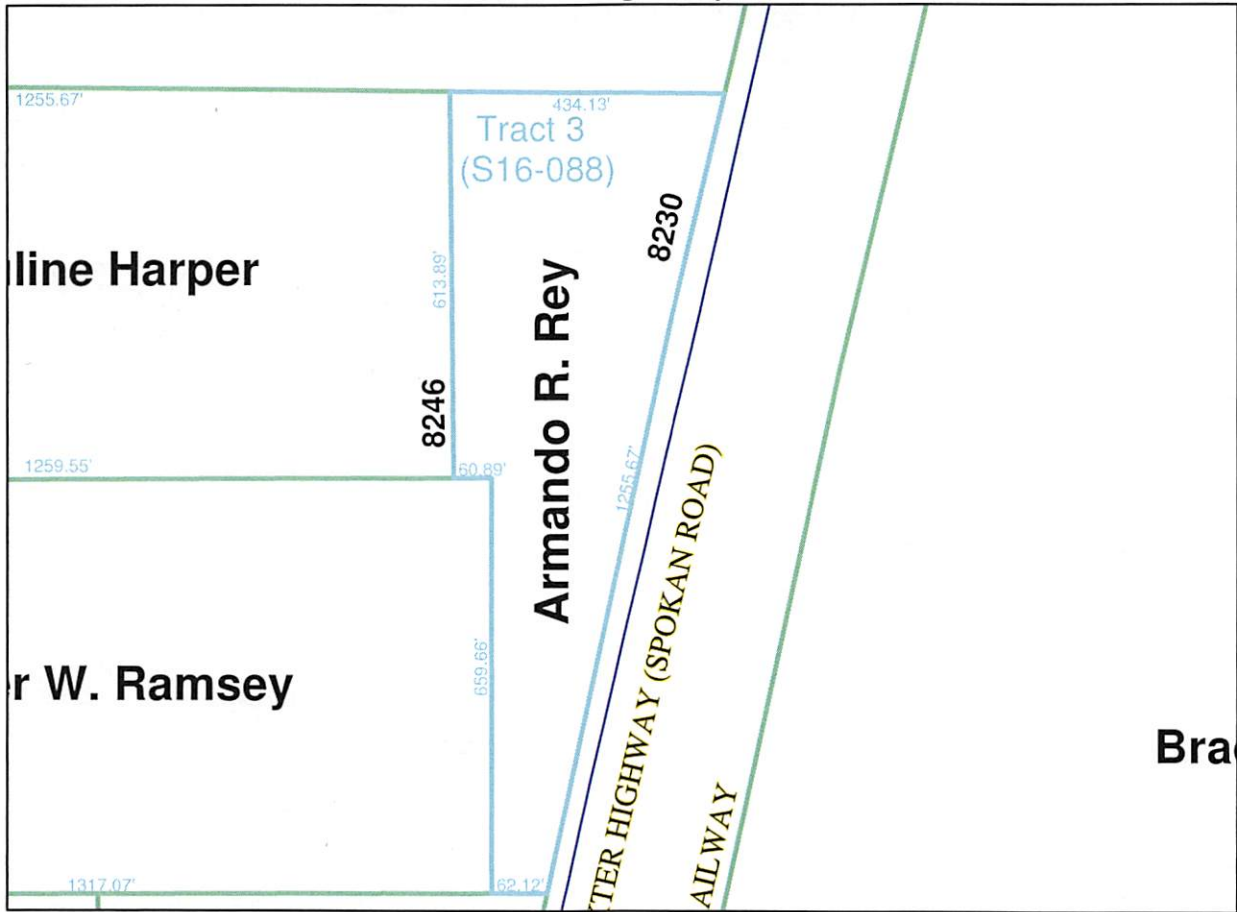
**SUPPORT DOCUMENTS:** Vicinity Map, Staff Review, Application, Medical Note, Aerial Map

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**SUMMARY BY:** Marlin J. Johnson

**TITLE:** Planning and Zoning Director

# Vcinity Map



**Case Z 2018-16**  
**8230 Spokane Rd.**

**STAFF REVIEW**  
**Z 2018-16**

The subject property is located at 8230 Spokane Road and is 5 acres in size. The request is for a Special Use Permit for a second residence for the mother for family caretaker purposes.

Both homes will be served by a shared domestic well and each will have a septic system. There is a mix of established residential and agricultural uses in the area. The subject property and all neighboring properties are zoned Residential-Agricultural or Agricultural. There have been no comments received from the public.

The Chaves County Comprehensive Plan does support a second, accessory, living quarters on a temporary basis when requests are accompanied by medical or other pertinent documentation. Staff recommends approval of this Special Use Permit to allow a manufactured home as a second residence with the following stipulations:

- 1.) That the Special Use Permit be for a 3 year period or until such time that the special care is no longer required, whichever is sooner;
- 2.) That 3 year reviews be administrated by Staff and only brought back before the Commission on an as needed basis;
- 3.) That all State Engineer and NM Environment Department regulations that apply to the use be complied with; and
- 4.) That the second residence be removed from the property within 90 days of the time that the parental caretaking situation is no longer needed;

**Findings of Fact** could include: there is a letter from a physician that supports the need for special care; the residence is only temporary until the need changes; appropriate conditions and safeguards are imposed to protect the general plan and to conserve and protect the property values in the neighborhood; there are no objections from neighboring landowners;



# SPECIAL USE PERMIT APPLICATION FOR A SECOND RESIDENCE

Case Number: 7 2018 - 16 Date Received: 08.02.2018 Fee: \$150.00

Name of Property Owner: Armando + Suzette Rey Phone Number: Armando <sup>Armando</sup> (525) 840-5796

Mailing Address: 8230 Spokane Rd. Lake Arthur, NM 88253

Name of Applicant: Armando + Suzette Rey

Mailing Address: same Home Phone Number: Suzette <sup>Suzette</sup> (525) 363-8404

City, State, Zip: \_\_\_\_\_ Business Phone Number: \_\_\_\_\_

Applicant Status:  Owner  Agent  Tenant  Other \_\_\_\_\_

Site Address: 8230 Spokane Rd Lake Arthur  ETZ  Chaves County

Property Legal Description: 38 T15 S R26E

UPN: 4-144-087-279-309

Present Land Use: Res-Ag

Intended Land Use: 2nd Home

Present Zoning: Res-Ag

Applicant's Reason for Requested Change: (Use back if more space is needed) mother caregiver situation

Letter from Medical Provider Attached:

I ACKNOWLEDGE THAT I HAVE BEEN INFORMED OF THE DATES, TIMES, AND LOCATIONS OF THE PUBLIC MEETINGS WHICH I OR MY AGENT MUST ATTEND IN ORDER TO FULFILL THE REQUIREMENTS OF THIS APPLICATION.

Owner's Signature: Suzette H. Rey Date: 8/2/18

Application Instructions, Code Information and Permit Requirements listed on Reverse

01/01/14 Sep 04, 2018 - P&Z 5:30 PM  
Sep 20, 2018 - Board of Commissioners 9:00 AM

**Valley Health Clinic**  
Family Medicine

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08-27-2018 Jonathan Wolkwitz, PA-C

RE: Irma Moreno-Sosa

DOB: 10-20-1955

DX: DM II, Hypothyroid, Hx of DVT,  
Hypertension

Recommend that patients  
family be allowed to keep  
second mobile home for the  
mother, Irma Moreno-Sosa.

Family members give daily  
care and need to be close by.



Affiliated with  
 **EASTERN NEW MEXICO**  
MEDICAL CENTER

116 E. 2nd St. • Dexter, NM 88230  
Phone (575) 734-5817 • Fax (575) 734-6550 • [www.enmmc.com](http://www.enmmc.com)

# Aerial Map



Case Z 2018-16  
8230 Spokane Rd.



AGENDA ITEM: 7  
MEETING DATE: October 18, 2018

Case Z 2018-17 Special Use Permit  
in Area II, Agricultural

## STAFF SUMMARY REPORT

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**ACTION REQUESTED BY:** Planning and Zoning

**ACTION REQUESTED:** Approve a Special Use Permit to allow aggregate crushing and an asphalt hot mix plant in an Agricultural District.

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**ITEM SUMMARY:** The subject property is located on the north side of West Second Street/US Highway 380 about two miles west of Mossman Road.  
The Planning and Zoning Commission recommends approval of this Special Use Permit with the Conditions and Findings of Fact listed in the Staff Review.

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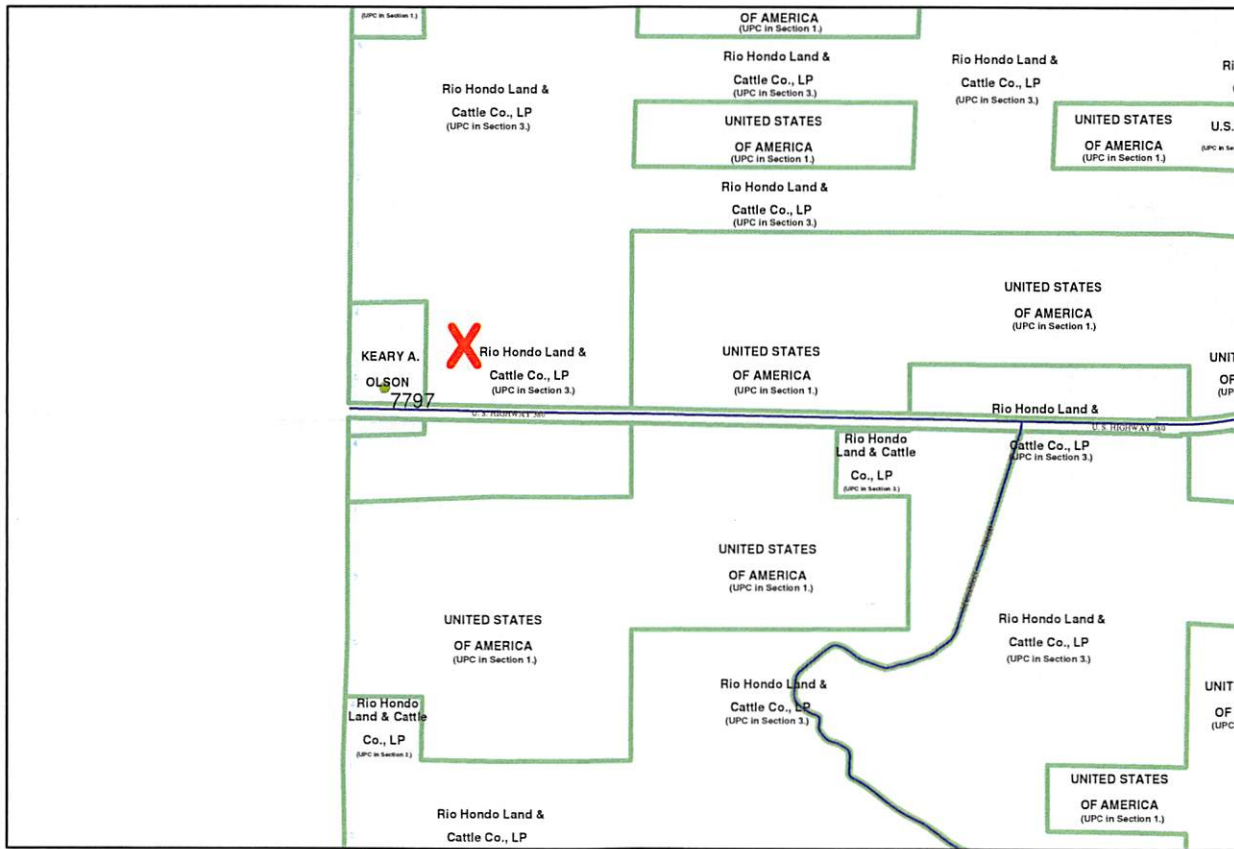
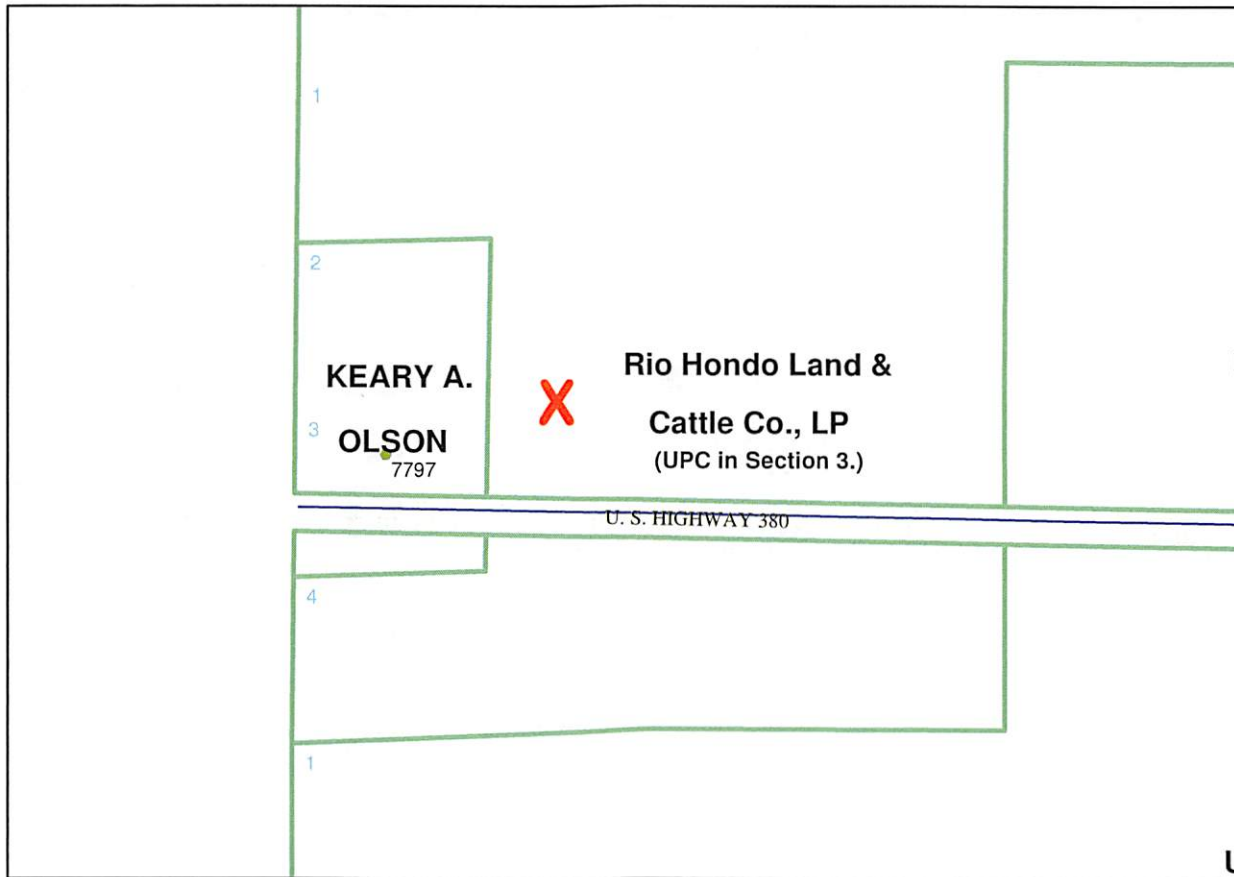
**SUPPORT DOCUMENTS:** Vicinity Map, Staff Review, Application, Aerial Map

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**SUMMARY BY:** Marlin J. Johnson

**TITLE:** Planning and Zoning Director

# Vicinity Map



Case Z 2018-17



**STAFF REVIEW**  
**Z 2018-17**

The subject property is located on the north side of West Second Street/US Highway 380, approximately two miles west of Mossman Road, and is part of a very large agricultural parcel. The applicant desires a Special Use Permit for an aggregate crushing operation and an asphalt hot mix plant.

There are no homes within a mile of the site and it has direct access to US Highway 380/70.

The site should have minimal impact on neighboring properties and the general public. It may well be a benefit to the public from an economical perspective.

There have been no concerns raised by any department or agencies. There have been no comments from the general public.

Staff recommends approval with the following stipulations:

- 1.) That the Special Use Permit be for up to a three (3) year period;
- 2.) That an administrative review may be conducted to consider an extension should there be a written request to continue the operation longer;
- 3.) That all State and Federal regulations be met and maintained; and
- 4.) That any lighting used in conjunction with this use be shielded from surrounding existing and future residential uses and be night sky sensitive;

**Findings of Fact** could include: the use is only temporary and not a change of zoning for permanent use; the location will not cause concerns for neighbors or the general public; there are no objections from nearby landowners or the public; appropriate conditions and safeguards are imposed to protect the general plan and to conserve and protect the property values in the neighborhood;



# CHAVES COUNTY/ETZ ZONING ORDINANCE

## APPLICATION FOR A SPECIAL USE PERMIT

Case Number: 22018-17 Date Received: 8/6/2018 Fee: \$150<sup>00</sup>

Name of Property Owner: Rio Hondo Land and Cattle Co. L.P. Phone Number: \_\_\_\_\_

Mailing Address: PO Box 2, Picacho, NM 88343

Name of Applicant: Mountain States Constructors, Inc. C/O Neil Jackson

Mailing Address: 3601 Pan American Frwy NE, Ste 111 Home Phone Number: \_\_\_\_\_

City, State, Zip: Albuquerque, NM 87107 Business Phone Number: 505-292-0108

Applicant Status:     Owner     Agent     Tenant     Other \_\_\_\_\_

Site Address: \_\_\_\_\_     ETZ     Chaves County

Property Legal Description: Township 11S, Range 21E, Sec 7: (W/2 NE/4, E/2 NW/4, NE/4 SW/4, and N2 SE/4

UPN: 412006349446500000

Present Land Use: Aggregate Mining

Intended Land Use: Aggregate Mining


Present Zoning: \_\_\_\_\_ Size of Development in Acres: 20 acres

Reason for Request (Attach sheets if more space is needed): this site will be used for temporary aggregate

mining and production of Hot Mix Asphalt for a NMDOT project on US 70 near Hondo NM.

Copy of Deed Attached:

I ACKNOWLEDGE THAT I HAVE BEEN INFORMED OF THE DATES, TIMES, AND LOCATIONS OF THE PUBLIC MEETINGS WHICH I OR MY AGENT MUST ATTEND IN ORDER TO FULFILL THE REQUIREMENTS OF THIS APPLICATION.



Owner's Signature: Neil Jackson Date: 8/06/2018

Date

(UPC in Section 1.)

OF AMERICA  
(UPC in Section 1.)

5

Rio Hondo Land

Rio Hondo Land &

Cattle Co., LP  
(UPC in Section 3.)

6

Cattle Co., LP  
(UPC in Section 3.)

UNITED STATES

OF AMERICA  
(UPC in Section 1.)

7

Rio Hondo Land

Cattle Co., LP  
(UPC in Section 3.)

1

2

KEARY A.

Rio Hondo Land &

UNITED STATES

Case Z 2018-17

X Cattle Co., LP

OF AMERICA  
(UPC in Section 1.)

3

OLSON  
7797

(UPC in Section 3.)

U. S. HIGHWAY 380

4

1

UNITED STATES

OF AMERICA  
(UPC in Section 1.)

2

UNITED STATES

OF AMERICA

3

**AGENDA ITEM:** 8

Resolution R-18-036 Supporting the  
Formation of a Regional Airport  
Authority

**MEETING DATE:** October 18, 2018

**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Stanton L. Riggs, County Manager

**ACTION REQUESTED:** Approve Resolution

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**ITEM SUMMARY:**

Resolution R-18-036 is in support of the creation of a regional airport authority.

Staff recommends approval.

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**SUPPORT DOCUMENTS:** Resolution # R-18-036

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**SUMMARY BY:** Stanton L. Riggs

**TITLE:** County Manager

**RESOLUTION R-18-036**  
**SUPPORTING THE FORMATION OF A REGIONAL AIRPORT AUTHORITY**

WHEREAS, the Roswell International Air Center (RIAC) has great potential to positively impact the economy of the City of Roswell and Chaves County through high wage job creation and other economic activity; and

WHEREAS, RIAC has an economic effect on the surrounding cities and counties in SE New Mexico. This is demonstrated by the regional support for the commercial air service from Roswell to both Dallas and Phoenix; and

WHEREAS the City of Roswell has contracted for two air center studies in which both studies have recommended the formation of a regional airport authority; and

WHEREAS, an airport authority would encourage private investment, with greater certainty of the long-term business climate; and

WHEREAS, a RIAC Task Force has been formed and has recommended the creation of an airport authority.

NOW THEREFORE BE IT RESOLVED by the Chaves County Board of Commissioners that Chaves County whole heartedly supports the City of Roswell and the RIAC Task Force in their efforts to create a regional airport authority with regional governance appointed by Roswell, Chaves County and other regional governments.

DONE this 18<sup>th</sup> day of October, 2018.

**BOARD OF CHAVES COUNTY COMMISSIONERS**

\_\_\_\_\_  
Robert Corn, Chairman

\_\_\_\_\_  
William E. Cavin, Vice-Chairman

\_\_\_\_\_  
James W. Duffey, Member

\_\_\_\_\_  
T. Calder Ezzell, Jr., Member

\_\_\_\_\_  
Jeff Bilberry, Member

**ATTEST:**

\_\_\_\_\_  
Dave Kunko  
County Clerk

AGENDA ITEM: 9

**Requesting Approval of Resolution R-18-037 Adopting Required Community Development Block Grant Annual Certifications and Commitments.**

MEETING DATE: October 18, 2018

**STAFF SUMMARY**

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**Action Requested by:** Georgianna Hunt, Community Development Division

**Action Requested:** Approval of Resolution R-18-037

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**Item Summary:**

Approval of Resolution R-18-037, a Resolution Adopting Required Community Development Block Grant Annual Certifications and Commitments. Those Certifications and Commitments are as follows:

**Citizen Participation Certification** certifying commitment to Citizen participation by preparing and adopting a Citizen Participation Plan.

**Fair Housing Commitment** to the Fair Housing Act of 1968.

**Residential Anti-Displacement & Relocation Assistance**, certifying compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

**Section 3** certifying commitment to Section 3, a provision of Housing and Urban Development (HUD) Act of 1968.

**Procurement** certifying compliance with Federal procurement code (24 CFR Part 85.36) and New Mexico Procurement Code (SS13-1-120 NMSA 1978) by adopting a procurement policy for CDBG projects.

Staff recommends approval.

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**SUPPORT DOCUMENTS:** **Resolution R-18-037** Citizen Participation Certification, Fair Housing Certification, Residential Anti-Displacement & Relocation Assistance, Section 3, and Procurement

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Summary by: Georgianna Hunt

Title: Community Development Project Specialist



Grantee Name: \_\_\_\_\_

CDBG Project Number: \_\_\_\_\_

RESOLUTION # \_\_\_\_\_

**ADOPTION OF REQUIRED  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
ANNUAL CERTIFICATIONS AND COMMITMENTS**

**WHEREAS**, municipalities, counties or other entities that accept Community Development Block Grant (CDBG) funds must adopt certain required federal regulations; and

**WHEREAS**, the \_\_\_\_\_ (hereinafter referred to as the Grantee) wishes to ensure compliance with federal regulations by adopting the following required certifications and commitments:

**Citizen Participation** certifies its commitment to citizen participation by preparing and adopting a Citizen Participation Plan that includes ways to encourage public input using various methods to reach the public and assures that citizens are provided reasonable notice and timely access to local meetings, per the Open Meetings Act (NMSA 1978, Chapter 10, Article 15)

**Fair Housing** certifies its commitment to the Fair Housing Act of 1968 to affirmatively further fair housing, which prohibits discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing on the basis of race, color, religion, sex, disability, familial status, or national origin

**Residential Anti-Displacement & Relocation Assistance** certifies its compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, whose purpose is to provide uniform, fair, and equitable treatment for persons whose real property is acquired or for persons displaced as a result of a CDBG-funded project or activity

**Section 3** certifies its commitment to Section 3, a provision of the Housing and Urban Development (HUD) Act of 1968, which requires recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low and very low income residents in connection with projects and activities in their community

**Procurement** certifies its compliance with federal procurement code (24 CFR Part 85.36) and New Mexico Procurement Code (§13-1-120 NMSA 1978) by adopting a procurement policy annually for CDBG projects

**NOW, THEREFORE, BE IT RESOLVED**, that the Grantee adopts the above CDBG certifications and commitments that must be adopted annually.

**PASSED, APPROVED, SIGNED, AND ADOPTED** at a duly called and convened regular meeting of the governing body of the \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**SIGNED:** \_\_\_\_\_  
\_\_\_\_\_, Chief Elected Official

**ATTEST:** \_\_\_\_\_

# CITIZEN PARTICIPATION PLAN WITH REQUIRED ELEMENTS

## Introduction

In accordance with the 1987 revisions to the Housing and Community Development Act and in an effort to further encourage citizen participation, \_\_\_\_\_ has prepared and adopted this Citizen Participation Plan.

## Objective A

\_\_\_\_\_ will provide for and encourage citizen participation within its area of jurisdiction, with particular emphasis on participation by persons of low and moderate income. *Action items:*

1. *Adopt and circulate an Open Meetings Resolution which provides citizens with reasonable notice of county/municipality upcoming meetings, actions and functions.*
2. *Develop press releases on county/municipality meetings, actions and hearings, and circulate to newspapers, radio and television media.*
3. *Develop and maintain listing of groups and representative of low and moderate income persons, and include on mailing lists of announcements, notices, press releases, etc.*

## Objective B

\_\_\_\_\_ will provide citizens with reasonable and timely access to local meetings, information and records relating to the proposed and actual use of CDBG funds. *Action items:*

1. *Public notices, press releases, etc., should allow for a maximum length of notice to citizens.*
2. *Appropriate information and records relating to the proposed and actual use of CDBG funds must be available upon request to all citizens. Personnel and income records may be exempted from these requirements.*
3. *Meetings, hearing, etc., should be conducted at times and locations conducive to public attendance, e.g., evenings, Saturdays.*

## Objective C

\_\_\_\_\_ will provide technical assistance to groups and representatives of low and moderate income persons that request assistance in developing proposals. *Note: the level and type of assistance is to be determined by the county/municipality. Action items:*

1. *Low and moderate income groups should be advised that technical assistance, particularly in the area of community development, is available from the county/municipality upon request.*
2. *Document technical assistance provided to such groups and has documentation available for review.*

#### Objective D

\_\_\_\_\_ will provide a minimum of two public hearings to obtain citizen participation and respond to proposals and questions at all stages of the Community Development Block Grant Program. *Action items:*

1. *Advise citizens of the CDBG program objectives, range of activities that can be applied for and other pertinent information.*
2. *Conduct a minimum of two public hearings:*
  - a. *One public hearing will be held to advise citizens of the program objectives and range of activities that can be applied for, and to obtain the citizen's views on community development and housing needs, to include the needs of low and moderate income people. This hearing will take place prior to the selection of the project to be submitted to the state for CDBG funding assistance.*
  - b. *A second public hearing will be held to review program performances, past use of funds and make available to the public its community development and housing needs, including the needs of low and moderate income families, and the activities to be undertaken to meet such needs.*
3. *Publish public hearing notices in the non-legal section of newspapers or in other local media. Evidence of compliance with these regulations will be provided with each CDBG application, i.e., hearing notice minutes of public meetings, list of needs and activities to be undertaken, etc. Amendments to goals, objectives and applications are also subject to public participation.*

#### Objective E

\_\_\_\_\_ will provide timely written answers to written complaints and grievances within 15 working days where practical. *Action items:*

1. *Adopt complaint handling procedures or policies to insure that complaints or grievances are responded to within 15 days, if possible.*
2. *Allow for appeal of a decision to a neutral authority.*
3. *File a detailed record of all complaints or grievances and responses in one central location with easy public access.*

#### Objective F

\_\_\_\_\_ will identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of residents can be reasonably expected to participate. *Action items:*

1. *Identify areas where large majorities of non-English speaking persons reside and make appropriate provisions when issues affecting these areas are to be discussed at public meetings, hearings, etc. Appropriate provisions will include having interpreters available at the meeting and having briefing material available in the appropriate language.*
2. *Maintain records/rosters of public hearing attendees and proceedings to verify compliance with this objective.*

**AGENDA ITEM:** 10

Resolution R-18-038 Supporting Best Practices and Protocols for the Conservation of the Dunes Sagebrush Lizard

**MEETING DATE:** October 18, 2018

**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Stanton L. Riggs

**ACTION REQUESTED:** Approve Resolution

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**ITEM SUMMARY:**

This Resolution, if approved, states the County's position that the Dunes Sagebrush Lizard (DSL) is not harmed by the agriculture, mining, or energy industry. The County supports these industries using the best practices and protocols developed by SWCA Environmental Consultants and approved by counties in Texas.

Staff recommends approval.

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**SUPPORT DOCUMENTS:** Resolution R-18-038 with attachments

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**SUMMARY BY:** Stanton L. Riggs

**TITLE:** County Manager

**RESOLUTION R-18-038  
SUPPORTING BEST PRACTICES AND PROTOCOLS  
FOR THE CONSERVATION OF THE DUNES SAGEBRUSH LIZARD**

WHEREAS, the Chaves County Board of Commissioners finds that the best available science on the Dunes Sagebrush Lizard (DSL) demonstrates that the species can exist and thrive along with productive agriculture, mining and oil and gas activities; and,

WHEREAS, productive agriculture, mining and oil and gas activities contribute directly to the local economy and community by providing infrastructure, well-paying jobs and long-term stability; and,

WHEREAS, the expansion of the oil and gas industry in the Permian Basin is allowing our nation to become energy independent, therefore directly contributing to the security of our United States; and,

WHEREAS, productive agriculture, mining and oil and gas companies have voluntarily set aside significant areas of confirmed DSL habitat as a part of its operational plans to ensure the DSL will continue to thrive in New Mexico while non-suitable or lower quality habitat is utilized; and,

WHEREAS, industry best practices to conserve the DSL, habitat assessment protocols, and presence and likely absence survey methods have been developed by DSL experts and are effectively being implemented and refined in potential DSL habitat;

NOW THEREFORE BE IT RESOLVED by the Chaves County Board of Commissioners supports and encourages the use of the "Protocol for Performing Site-specific Habitat Assessments for the Dunes Sagebrush Lizard" and the "Protocol for Performing Presence/Absence Surveys for the Dunes Sagebrush Lizard" developed by SWCA (Attachments A & B) in Chaves County; and,

BE IT FURTHER RESOLVED, that Chaves County finds that the voluntary use of these best practices and protocols to conserve the DSL by the productive use industries should further preclude the need for federal protection of the DSL.

DONE this 18<sup>th</sup> day of October, 2018.

**BOARD OF CHAVES COUNTY COMMISSIONERS**

\_\_\_\_\_  
Robert Corn, Chairman

\_\_\_\_\_  
William E. Cavin, Vice-Chairman

\_\_\_\_\_  
James W. Duffey, Member

\_\_\_\_\_  
T. Calder Ezzell, Jr., Member

\_\_\_\_\_  
Jeff Bilberry, Member

**ATTEST:**

\_\_\_\_\_  
Dave Kunko  
County Clerk

# Protocol for Performing Site-specific Habitat Assessments for the Dunes Sagebrush Lizard

Version 2; May 3, 2018

## Introduction

This document defines a protocol for performing site-specific habitat assessments for the dunes sagebrush lizard (*Sceloporus arenicolus*; DSL) (“DSL Habitat Assessment Protocol”). The DSL Habitat Assessment Protocol is intended to standardize the identification, characterization, and delineation of habitats that may be used by the DSL for breeding, feeding, sheltering, or dispersal. The results of such assessments are intended to help landowners and project proponents make decisions regarding the potential need for regulatory assurances under the Endangered Species Act, if the DSL becomes listed as threatened or endangered, and guide the application of conservation measures for the DSL on their lands. The application of the DSL Habitat Assessment Survey Protocol is voluntary.

## DSL Habitat Characteristics

The DSL is endemic to the Mescalero-Monahans shinnery dune systems in New Mexico and Texas (Degenhardt and Jones 1972). The Mescalero-Monahans shinnery dune system is composed of wind-driven sands and shrub-scrub vegetation frequently dominated by dwarfed shinnery oak (*Quercus havardii*) (Peterson and Boyd 1998; Griffith et al. 2007). The sand dunes are loose hills of sand formed by wind and contain hollowed-out depressions (called “blowouts”) formed by the removal of sand by wind. The dunes are stabilized by deep-rooted vegetation like shinnery oak. Dunes, their blowouts, and the vegetation that encircle them form a close mosaic of microhabitats.

A series of these abutting microhabitat features is commonly referred to as a “dune complex,” which are patchily distributed in a matrix of flat areas. These flat areas may be dominated by shinnery oak, other woody scrub-shrub vegetation (such as honey mesquite [*Prosopis glandulosa*]), or grasses and other herbaceous plants. At the landscape scale, multiple nearby dune complexes may occur as a fragmented “chain” of dune complexes across the landscape. Thus, the Mescalero-Monahans shinnery dune system is heterogeneous at multiple scales and organized in a hierarchy of landforms (Ryberg et al. 2014).

The body of best available information regarding the distribution of the DSL and its habitat preferences, which spans decades of research and study, indicates a tight association between DSL and areas that contain a close mosaic of these microhabitat features (Sena 1985; Degenhardt et al. 1996; Fitzgerald et al. 1997; Fitzgerald et al. 2005; Fitzgerald and Smolensky 2011; Leavitt and Fitzgerald 2013; Hibbitts et al. 2013; Ryberg et al. 2014). DSL have a strong association with blowouts within this matrix, with positive correlations between local DSL population size and blowout size, slope, and shape (Fitzgerald et al. 1997; Smolensky and Fitzgerald 2011; Ryberg et al. 2013). Shinnery oak is the dominant plant associated with DSL presence, and in areas where grasses and shinnery oak co-occur, DSL select shinnery oak over grasses (Degenhardt and Jones 1972; Fitzgerald et al. 1997; Hibbitts et al. 2013).

According to Fitzgerald et al. (1997), DSL is not found at sites lacking shinnery oak dune habitat, and DSL encounters are negatively associated with areas containing extensive grass or mesquite cover (Fitzgerald et al. 2011; TAMU 2016a; TAMU 2016b). Sand texture is also an important microhabitat feature, with DSL presence and DSL nest sites more often associated with moderately coarse sand (i.e., sand grains between 0.25 and 0.35 mm in diameter) (Fitzgerald et al. 1997; Ryberg et al. 2012). Preliminary studies of sand grain size and DSL occurrence hypothesized that subsurface breathing might be inhibited in fine grain sand or that areas of the fine grain sand become too compact to readily bury into (Ryberg et al. 2014). Shallow blowouts or blowouts with extensive soil compaction, dense grass, or extensive leaf litter are also less likely to be used by DSL (Hibbitts et al. 2013).

While suitable habitat for an individual DSL occurs primarily at the scale of a single shinnery oak dune blowout, neighborhoods of DSLs use the interconnected dunes in a dune complex. Extensive chains of shinnery oak dune blowout complexes appear to be important for population persistence (Chan et al. 2009; Leavitt and Fitzgerald 2013; Ryberg et al. 2015; Ryberg et al. 2013). Isolated, shallow, small shinnery oak dune blowouts or small shinnery oak dune blowout complexes are less likely to be used by DSL or sustain DSL populations (Fitzgerald et al. 1997; Smolensky and Fitzgerald 2011). Fitzgerald et al. (2011) noted disassociations between DSL detections and areas where mesquite is relatively common.

Well pads and caliche or paved roads appear to be largely avoided by DSL. Previous research has documented a decline in DSL encounters when oil well densities reach 13.64 wells per square mile, but populations may persist with this level of development if suitable habitat is still present (Sias and Snell 1998; Smolensky and Fitzgerald 2011). The reasons for such avoidance are unknown but may be related to the characteristics of the soil such as coarseness or soil compaction, the absence of vegetation needed for thermoregulation and predator avoidance, or the inability to quickly bury under the surface (Hibbitts et al. 2013; Hibbitts et al. 2017; Leavitt 2012; Ryberg and Fitzgerald 2014). Over time, populations of DSL and other dune dwelling lizard species (e.g., lesser earless lizard [*Holbrookia macaulata*]) appear to decline in heavily fragmented habitats, as suggested from a variety of studies detecting reduced recruitment, lower diffusion rates (i.e., population spread), reduced detections and capture rates, and changes in lizard species composition in areas with extensive oil and gas development (Leavitt and Fitzgerald 2013; Ryberg et al. 2013; Smolensky and Fitzgerald 2011; TAMU 2016a; Walkup et al. 2017).

To date, research has consistently indicated that DSL appear to prefer large areas of deep (i.e., > 10 feet deep), steep-sided (i.e., generally 30° to 65° slope) blowouts with sparse vegetation inside the blowout, where the blowout is surrounded by shinnery oak, and the sand comprising the dune being neither too loose nor too compact and of moderately coarse texture (Fitzgerald et al. 1997; Fitzgerald et al. 2005; Hill and Fitzgerald 2007; Ryberg et al. 2012; Ryberg et al. 2013). Research also indicates that DSL are unlikely to be found in dune systems that lack shinnery oak, that are heavily vegetated by grasses or mesquite, or a combination thereof (Fitzgerald et al. 1997; Fitzgerald et al. 2011; Hibbitts et al. 2013; Ryberg et al. 2014).

Within Texas, the known range of this species is limited to the parts of Andrews, Gaines, Crane, Winkler, and Ward Counties that occur in the Mescalero-Monahans shinnery dune system (Fitzgerald et al. 2011).

## DSL Habitat Assessment Protocol

- **Applicability**—Application of the DSL Habitat Assessment Protocol may be warranted for sites located within the known range of the DSL (TAMU 2016a) or located within areas of potential habitat for the DSL as suggested by DSL Habitat models or other similar sources (e.g., *cite to Texas State University model, when available*). The size and configuration of Study Areas for the DSL Habitat Assessment Protocol are at the discretion of the landowner/project proponent, but may only include areas for which site access by a Qualified Habitat Assessor is available.
- **Qualified Habitat Assessor**—The DSL Habitat Assessment Protocol should be performed by or under the direct, in-field supervision of a “Qualified Habitat Assessor,” who demonstrates the following qualifications and experience:
  - Have demonstrable knowledge and field training in herpetology and the identification of herpetofauna;
  - Have at least 80 hours of field experience characterizing and delineating vegetation communities, land forms, or other natural resources within the range of the DSL; and
  - Have observed wild DSL in the field in Texas or New Mexico.
- **Time of Year**—The DSL Habitat Assessment Protocol may be applied to a Study Area at any time of year.
- **Initial Desktop Delineation**—
  - Using a combination of readily available data sources, prepare an initial desktop delineation of relatively “Homogenous Habitat Units” (HHUs) within the Study Area and outside of the Study Area to a distance of 350 meters.
  - HHUs are areas that exhibit more or less consistent combinations of land form, vegetation, and land use when delineated at a scale of approximately 1” = 200m. Each HHU should be categorized by the combination of resources present. Typical combinations within the range of the DSL include, but are not limited to: shinnery oak dune/blowout complexes containing linear, parabolic, or circular blowouts; non-shinnery oak shrub-scrub dunes; grassy dunes; unvegetated dunes; vegetated flats (shinnery oak dominant, other scrub-shrub dominant, or herbaceous dominant); oil and gas fields; transportation or utility line rights-of-way; mine sites; and others as may be applicable to the Study Area.
  - Data sources that may assist with this desktop delineation and that should be reviewed as part of the desktop delineation include, but are not be limited to: current and historic aerial imagery, topographic maps, vegetation mapping (e.g., Texas Ecological Mapping System, National Land Cover Dataset), and landscape-scale models of potential DSL habitat. Recognizing the heterogenous nature of habitats in the range of the DSL, it is not expected that a HHU would be smaller than approximately 10 acres (i.e., some variation within these units is anticipated).
- **Habitat Assessment Points**—
  - Create a set of “Habitat Assessment Points” spaced on a 350-m grid within the Study Area. The 350 m spacing reflects the longest documented multi-day displacement of a DSL (TAMU 2016a) and approximates the scale of habitat use by the DSL.



- Create additional Habitat Assessment Points as needed to include at least three such points within each HHU. The additional Habitat Assessment Points should be evenly distributed within the HHU.
- For each Habitat Assessment Points, provide a Point ID and the spatial coordinates of the point location (with the coordinate system and datum identified).
- **Desktop Macrohabitat Data Collection**—Extract or generate the following macrohabitat information for each Habitat Assessment Points from readily available spatial data and GIS software for the area within 100 m of each point:
  - Dominant Land Form: flat sand sheet, rolling sand sheet, linear dunes, parabolic dunes, or other as may be applicable
  - Dominant Non-blowout Vegetation Community: unvegetated, herbaceous, mesquite scrub, shinnery oak scrub, or other as may be applicable
  - Percent Blowout: % of 100 m circle around point represented by open or sparsely vegetated blowout features, digitized from most recent aerial imagery; an indicator of dune/blowout complex extent or isolation
  - Percent Disturbed Land: % of 100 m circle around point represented by visually disturbed land (i.e., paved or caliche surfaces, transportation or utility rights-of-way, structures, mine sites, etc...)
  - DSL Habitat Model Results: classification of land within the 100 m circle by available landscape-scale DSL habitat models (e.g., *cite to Texas State University model, when available*)
- **On-site Microhabitat Field Data Collection**—In the field at each Habitat Assessment Point, visually estimate the typical or dominant condition of the following features for the area within 30 m of the point:
  - Date of Visit and Assessor Name
  - Photographs—One photograph in each cardinal direction, with each photograph labeled with the Point ID, Point Location, Date of Visit, and Cardinal Direction.
  - Plant Community Composition: name and approximate absolute % cover for each visually dominant or co-dominant plant species; absolute % cover visually estimated in increments of 20% (i.e., 0-20%, 20-40%, 40-60%, 60-80%, or 80-100% of the area of the 30 m radius circle around the point; % cover for all species may be greater than 100% due to overlapping cover)
  - % Bare Ground: visually estimated in increments of 20% (i.e., 0-20%, 20-40%, 40-60%, 60-80%, or 80-100% of the area of the 30 m radius circle around the point)
  - Dominant Dune Height/Blowout Depth: visually estimated in increments of 0-2 feet, 2-10 feet, >10 feet
  - Dominant Dune/Blowout Slope: visually estimated in increments of 0-20° (Gradual), 20-40° (Moderate), 40-65° (Steep), or >65° (Extremely Steep Hard Edge)
  - Blowout Shape: linear, parabolic, or circular or bowl-shaped
  - Blowout % Vegetation Cover: visually estimated for all plant species combined in increments of 20% (i.e., 0-20%, 20-40%, 40-60%, 60-80%, or 80-100% of the area of the 30 m radius circle around the point)
  - Soil Compaction: visually estimated in relative categories as

- Low Compaction – Loose soil, little vegetation for soil deposition and stabilization, sink when walking across soil, no shovel restriction when digging.
- Moderate Compaction – Soil remains in place, vegetation provides stability but soil may shift when disturbed or stepped on, footsteps supported when walking across soil, slight resistance when digging.
- High Compaction – Soil remains in place, vegetation provides stability, little no movement of soil when walking across soil, shovel restriction within 6 inches of surface when digging.
- Sand Grain Size: As stated in Ryberg and Fitzgerald (2014), hypotheses and data on the correlation and causal mechanisms between sand grain size and DSL associations are still nascent requiring further investigations. To-date only one study (Fitzgerald et al. 1997) looked at 8 sites in New Mexico on the relationship between sand grain size and DSL presence. Given the field and laboratory effort needed for accurate sand grain size analysis, authors believe it is better to await further academic studies prior to using sand grain size as classification of DSL habitat.
- **On-site Refinement of Delineation Boundaries**—In the field, ground-truth the boundaries of the HHUs. Refine the initial desktop delineation, as appropriate.
- **Known DSL Distribution**—To help inform assessments of relatively likelihood of occupancy of any potential DSL habitat within the Study Area, identify publicly available records of documented DSL occurrence in the vicinity (i.e., within 2 km) of the Study Area and evaluate the reliability of the DSL occurrence record (i.e., some DSL records are historic and associated location information may be imprecise or ambiguous).
- **DSL Habitat Delineation**—Group the Homogenous Habitat Units into the appropriate DSL Habitat Category (Table 1). Categorization should be based on a predominance of consistency with the characters for a particular habitat category (i.e., the criteria in Table 1 should guide categorization based on professional judgement of the Qualified Habitat Assessor). However, a HHU need not meet all of the criteria specified in Table 1 for a particular category to qualify for the category. The Qualified Habitat Assessor should provide a description of the rationale used for HHU classification into DSL habitat categories.

DSL Habitat Category	Macrohabitat Characteristics				Microhabitat Characteristics				Proximity of Known DSL Records	
	Dominant Land Form	Dominant Vegetation Community	Dune/Blowout Complex	% Disturbed Land	Dominant Dune/Blowout Size	Dominant Dune/Blowout Slopes	Blowout % Vegetation	Soil Compaction		Sand Grain Size (if available)
Preferred Habitat	Parabolic or Circular Sand Dunes	Shinnery Oak	Extensive area and connectivity (80-100% blowout area)	<3	>10 feet	Steep (40-65° slopes)	No to sparse herbaceous cover (0-40% cover)	Moderate	Moderate (between 0.25 and 0.35 mm diameter)	DSL may be documented within Homogenous Habitat Unit
Suitable Habitat	Parabolic, Circular, or Linear Sand Dunes	Shinnery Oak	Moderate area or connectivity (40-80% blowout area)	<10	>10 feet	Steep (40-65° slopes)	Sparse to moderate herbaceous cover (20-60%)	Moderate	Moderate (between 0.25 and 0.35 mm diameter)	DSL may be documented within Homogenous Habitat Unit
Marginal Habitat	Parabolic, Circular, or Linear Sand Dunes or Rolling or Flat	Shinnery Oak or Mesquite Shrub	Limited area and connectivity (0-40% blowout area) or blowouts are individual and isolated	>15	2-10 feet	Moderate to Gradual (0-40° slopes)	Moderate to dense herbaceous cover (60-100%)	Low or High	Moderate to Coarse (>0.35 mm diameter)	DSL may be documented within 2 km
Unsuitable Habitat	Linear Sand Dunes or Rolling or Flat	Mesquite Shrub, Herbaceous, or Other	Blowouts lacking	>15	Blowouts lacking	Blowouts lacking	Not applicable—blowouts lacking in	Low or High	Fine (<0.25 mm diameter)	No DSL documented in Homogenous Habitat Unit

- **Reporting**—Habitat assessment reports should document the implementation of the DSL Habitat Assessment Protocol as applied to a particular Study Area, information about the field mobilization, desktop and field findings, the classification of HHUs into DSL habitat categories, and the rationale for the conclusions. Recommended content includes:
  - Location and size of the Study Area
  - A figure depicting the initial delineation of HHUs, and the locations of Habitat Assessment Points
  - Description of the extent of previous disturbances within the Study Area, with figures as appropriate
  - Description and locations of previously recorded DSL observations within 2 km of the Study Area, with figures as appropriate
  - Discussion of the macrohabitat desktop findings for Habitat Assessment Points, including figures and tables as appropriate
  - Description of the field investigation efforts and discussion of the microhabitat data collected in the field, with figures and tables as appropriate
  - An appendix with the field data forms for each Habitat Assessment Point, including the photographs
  - Revised delineation of HHUs based on field ground-truthing
  - Discussion of the classification of HHUs into DSL habitat categories, including figures and tables, as appropriate
  - Discussion of the likelihood of DSL occurrence within the Study Area
  - The identity of any survey personnel, including Qualified Habitat Assessors and individuals directly supervised by Qualified DSL Biologists. The report should also demonstrate the qualifications and experience of the Qualified Habitat Assessors.
- **Habitat Assessment Expiration**—Habitat assessment reports based on this DSL Habitat Assessment Protocol expire 10 years after the report date or if conditions within the Study Area change substantially from those evaluated in the report.

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# Protocol for Performing Presence/Absence Surveys for the Dunes Sagebrush Lizard

Version 2; May 3, 2018

## Introduction

This document defines a protocol for performing presence/absence surveys for the dunes sagebrush lizard (*Sceloporus arenicolus*; DSL) (“DSL Presence/Absence Survey Protocol”). The DSL Presence/Absence Survey Protocol is intended to standardize the methods and level of effort for reliably and practicably documenting the presence or likely absence of individual DSL in areas of potentially suitable DSL habitat. Application of the DSL Presence/Absence Survey Protocol and disclosure of the results of a DSL Presence/Absence Survey are voluntary.

The DSL Presence/Absence Survey Protocol is described below, followed by a discussion of the supporting best available information.

## DSL Presence/Absence Survey Protocol

- **Survey Area**—A DSL presence/absence survey may be warranted for lands that are potential habitat for the DSL (i.e., lands that may be used by DSL for breeding, feeding, sheltering, or dispersal). Potential habitat for the DSL may include lands identified as Preferred, Suitable, or Marginal Habitat using a site-specific habitat assessment (e.g., see SWCA Environmental Consultants [2018]; *Protocol for Performing Site-specific Habitat Assessments for the Dunes Sagebrush Lizard*) or that have been identified as High, Medium, or Low Suitability habitat by landscape-scale models of potential DSL habitat (e.g., *cite to Texas State University model, when available*). Lands that are not potential habitat for the DSL may not warrant a DSL presence/absence survey, since such areas are not expected to be used by DSL for breeding, feeding, sheltering, or dispersal. The size and configuration of Survey Areas for a DSL presence/absence survey are at the discretion of the landowner/project proponent, but may only include areas for which site access by a “Qualified DSL Biologist” (see below for definition) is available.
- **Survey Season**— DSL presence/absence surveys should be performed between April 1 and July 31 (the “Active Season”) when adult DSL are most active above ground and available for detection.
- **Suitable Survey Conditions**— DSL presence/absence surveys should be performed on days when the weather forecast for the weather station closest to the Survey Area shows 0% chance of precipitation and when there are at least 6 hours between dawn and dusk when the air temperatures are predicted to be between 86°F and 104°F.
- **Surveyor Qualifications**— DSL presence/absence surveys should be performed by a “Qualified DSL Biologist,” defined as a published DSL researcher having significant DSL field experience (e.g., a researcher who lead and contributed to field studies of the DSL published in peer-

reviewed journals or academic libraries) or by individuals with the following qualifications and experience:

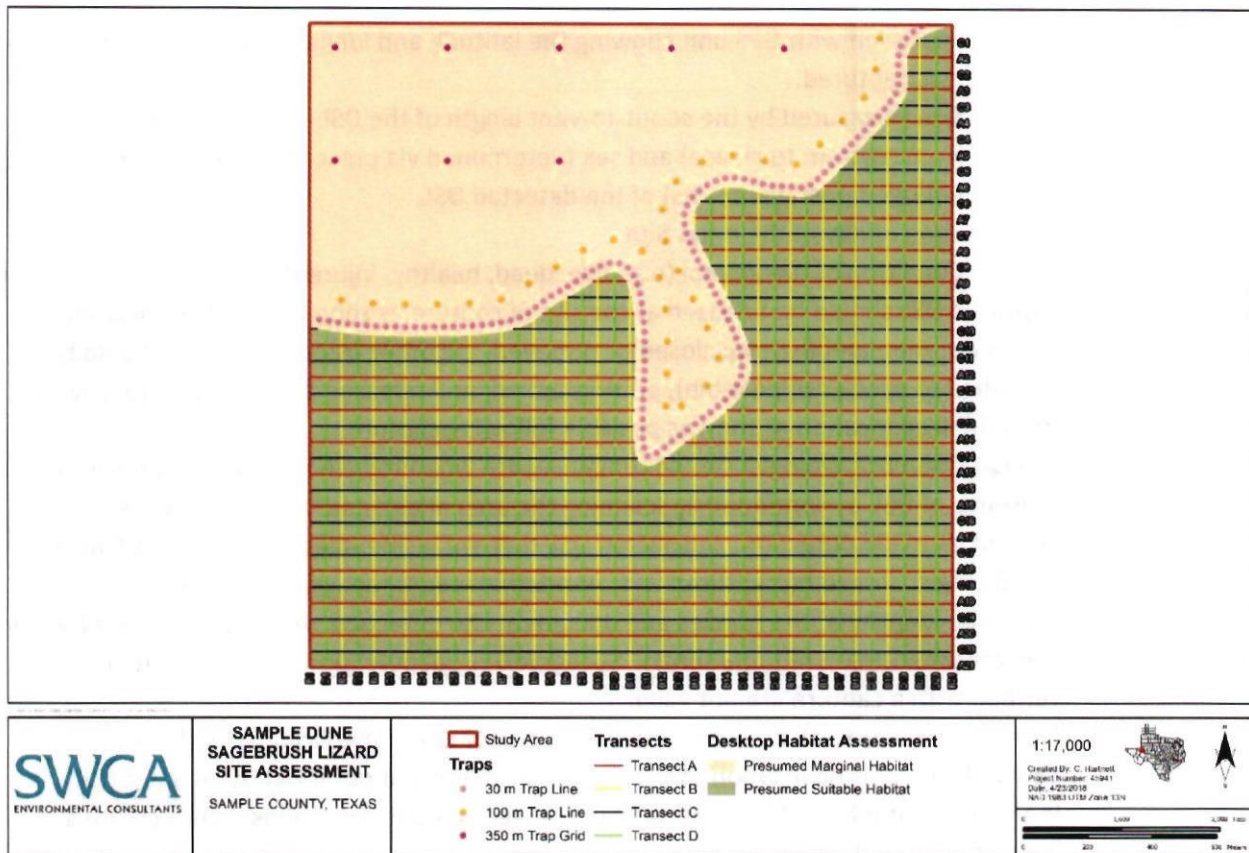
- Apprenticeship under the direct field supervision of a Qualified DSL Biologist for at least 1 DSL Active Season;
  - Have observed and documented the key diagnostic field marks of at least 5 different DSLs;
  - Have demonstrable knowledge and field training in herpetology and the identification of herpetofauna; and
  - A letter of recommendation from at least one Qualified DSL Biologist, confirming the person's ability to accurately identify DSL in the field.
- **Necessary Permits and Authorizations**—All survey personnel performing a DSL presence/absence survey must have the necessary permits, authorizations, and site access permission to conduct surveys. In Texas, a scientific collecting permit from the Texas Parks and Wildlife Department is needed to capture and handle DSL. In New Mexico, training and certification from the New Mexico Department of Fish and Game is needed to capture and handle DSL.
  - **Survey Expiration**—The results of a DSL presence/absence survey expire April 1 of the following year, unless three years of DSL presence/absence surveys performed within a 5-year period fail to detect any DSL in all or part of a Survey Area.
  - **Survey Design for Preferred or Suitable Habitat**
    - Visual Encounter Surveys should be performed along sets of parallel transect lines that are spaced 100 meters apart (Figure 1).
    - Up to 4 sets of transect lines may be needed to complete a Visual Encounter Survey:
      - Transect Set A: The orientation of Transect Set A should maximize the number of transects in the set, based on the 100-meter spacing and the spatial configuration of the Preferred or Suitable Habitat.
      - Transect Set B: The orientation of Transect Set B should be perpendicular to Transect A and should maximize the number of transects in the set, based on the 100-meter spacing and the spatial configuration of the Preferred or Suitable Habitat.
      - Transect Set C: The orientation of Transect Set C should be in the same direction as Transect Set A but offset from the locations of the Transect Set A lines by 50 meters.
      - Transect Set D: The orientation of Transect Set D should be in the same direction as Transect Set B but offset from the locations of the Transect Set B lines by 50 meters.
    - Visual Encounter Surveys should be performed by a Qualified DSL Biologist walking slowly along each transect line in a Transect Set at a pace of no more than 2 kilometers per hour, searching along dune slopes, potential basking sites, and under refugia (e.g., vegetation, roots, etc.).
    - Visual Encounter Surveys should be performed when air temperatures are between 86°F and 104°F.



- Visual Encounter Surveys for different Transect Sets must be performed on separate days.
- A Qualified DSL Biologist should continuously scan the area ahead and to either side of a transect line visually searching for DSL, using binoculars to aid detection. It is assumed that a Qualified DSL Biologist can effectively search the area within 20 meters of the transect line.
- Suspected DSL that are detected by a Qualified DSL Biologist should be captured with non-lethal means (i.e., via hand or noose) to verify the identity of the species and document the detection with voucher photographs. Suspected visual detections of a DSL that are not verified with a capture are to be considered “unverified”.
- DSL detections should be documented with:
  - Geographic coordinates of the detection location, as recorded with a GPS receiver with horizontal positional accuracy of at least 5 meters, with the coordinate system and datum clearly identified.
  - Photographic vouchers of the detected DSL showing the 3 key diagnostic characters of the species. Three or more photographs of the captured individual(s) must be taken that show the diagnostic characteristics of the species: 1. lateral view of the whole specimen showing the dorsolateral bands; 2. view of venter showing the scales between the femoral pores; 3. view of the specimen with GPS unit showing the latitude and longitude where the specimen was captured.
  - Size (measured by the snout-to-vent length of the DSL—a straight line distance from rostrum to cloaca) and sex (determined via presence or absence of enlarged postanal scales) of the detected DSL.
  - Time of day of the detection.
  - Condition of the animal (e.g., live, dead, healthy, injured).
  - Habitat features at location of capture including vegetation type, landform (e.g. shinnery oak sand dune, shin oak flat), microhabitat location (e.g. open dune slope, vegetated dune ridge, base of blowout).
- Captured DSL should be released at the site of capture as soon as possible following documentation.
- Each verified DSL detection creates a zone of Likely DSL Occupancy that extends 350 meters from the location of the verified detection in areas of potential DSL habitat (i.e., Preferred, Suitable, or Marginal Habitat). Unverified DSL detections do not create a zone of Likely DSL Occupancy.
- Areas determined to have Likely DSL Occupancy do not need to be surveyed again by any method (i.e., Visual Encounter Surveys or Pitfall Trapping Surveys) until the DSL presence/absence survey expires, even if the detection occurs before the end of the normal DSL Presence/Absence Survey Protocol.
- **Survey Design for Marginal Habitat**
  - Pitfall Trapping Surveys should be performed with one of two types of trap installation patterns, as applicable based on the location of the Marginal Habitat relative to areas of Preferred or Suitable Habitat:

- Grid Trap Pattern—A grid pattern of traps, each separated by 350 meters, should be applied to areas of Marginal Habitat that are more than 100 meters from the edge of areas of Preferred or Suitable Habitat. The overall placement of the trap grid should maximize the number of traps in the applicable area of Marginal Habitat.
  - Line Trap Pattern—Two lines of traps that follow the edge of areas identified as Preferred or Suitable Habitat. One line of traps occurs at a distance of 30 meters from the edge of Preferred or Suitable Habitat (30-meter Trap Line) and the other line of traps occurs at a distance of 100 meters from the edge of Preferred or Suitable Habitat (100-meter Trap Line).
    - 30-meter Trap Line—Traps are placed 30 meters apart.
    - 100-meter Trap Line—Traps are placed 100 meters apart.
- Pitfall traps should be installed as follows:
  - The trap is a 5-gallon bucket buried into the ground with the opening positioned flush with the ground surface.
  - The trap should have 8, 50-millimeter-diameter holes drilled in the bottom to allow water to drain if a rainfall event occurs.
  - The trap should have a cover positioned 25 millimeters above the opening to provide shading.
  - The trap should have 25 millimeters of sand placed in the bottom to provide cover for burrowing animals.
  - A small piece of foam (approximately 150 cubic centimeters) should be placed in the trap to serve as a floating device during a heavy rainfall event, should water drain ineffectively.
  - The trap should be relocated if red ants are discovered in the immediate vicinity.
- Each trap should be open for 5 days under Suitable Survey Conditions.
- Each open trap must be checked once per day, under the supervision of a Qualified DSL Biologist (i.e., a Qualified DSL Biologist must be present in the vicinity to immediately verify any suspected DSL captured in the trap). Caution must be taken when checking the trap, as venomous species may be captured. Trap covers should be lifted away from the body with a tool at least 30.5 centimeters long to reduce the risk of possible envenomation. The sand in the trap should also gently be stirred with the same tool to uncover any animals that may be burrowed beneath the sand.
- DSL detections should be documented with:
  - Geographic coordinates of the detection location, as recorded with a GPS receiver with horizontal positional accuracy of at least 5 meters, with the coordinate system and datum clearly identified.
  - Photographic vouchers of the detected DSL showing the 3 key diagnostic characters of the species. Three or more photographs of the captured individual(s) must be taken that show the diagnostic characteristics of the species: 1. lateral view of the whole specimen showing the dorsolateral bands; 2. view of venter showing the scales between the femoral pores; 3. view of the

- specimen with GPS unit showing the latitude and longitude where the specimen was captured.
- Size (measured by the snout-to-vent length of the DSL—a straight line distance from rostrum to cloaca) and sex (determined via presence or absence of enlarged postanal scales) of the detected DSL.
  - Time of day of the detection.
  - Condition of the animal (e.g., live, dead, healthy, injured)
- Captured DSL should be released at the site of capture as soon as possible following documentation and the trap closed or removed. All other trapped animals should be identified to species (if possible), photographed, and released at least 50 meters away from the trap location as soon as possible following capture.
  - The Qualified DSL Biologist should remain aware when travelling between traps for the presence of DSL by continuously scanning the area ahead and to either side, using binoculars to aid detection. Suspected DSL that are incidentally detected by a Qualified DSL Biologist should be captured with non-lethal means (i.e., via hand or noose) to verify the identity of the species and document the detection with voucher photographs (see documentation requirements). Suspected visual detections of a DSL that are not verified with a capture are not valid.
  - Each documented DSL detection creates a zone of Likely DSL Occupancy that extends 350 meters from the location of the detection in areas of potential DSL habitat (i.e., Preferred, Suitable, or Marginal Habitat). Unverified DSL detections do not create a zone of Likely DSL Occupancy.
  - Areas determined to have Likely DSL Occupancy do not need to be surveyed again by any method (i.e., Visual Encounter Surveys or Pitfall Trapping Surveys) until the DSL Presence/Absence Survey expires, even if the detection occurs before the end of the normal DSL Presence/Absence Survey protocol.
  - At the end of the Pitfall Trapping Survey or once a DSL has been verified and documented within a trap, the trap should be closed and removed from the ground. The hole should be filled with the original excavated and side-cast material.



**Figure 1. Example survey design for a site contain potentially suitable and marginal DSL habitat.**

- **Survey Data Sheets**—Surveyors should complete detailed data sheets for each run of a transect line or each check of a pitfall trap. These data sheets collect information that documents compliance with the DSL Presence/Absence Protocol and provides additional context (e.g., weather conditions, microhabitat, etc.) for DSL detections that can support additional scientific analysis.
- **Survey Reports**—The Qualified DSL Biologist should prepare a report documenting the application of this DSL Presence/Absence Survey Protocol to the Survey Area and the results of the DSL Presence/Absence Survey relative to the verified detections, if any, of DSL and the extent of any zones of Likely DSL Occupancy. Survey Reports should contain the following information:
  - Location and size of the Survey Area
  - Delineation of areas of Preferred, Suitable, or Marginal Habitat (or equivalent) and the basis for that delineation.
  - A figure illustrating of the Survey Design(s) as applicable and applied to the distribution of potential DSL habitats present within the Survey Area (i.e., the location and orientation of transect lines and the locations of pitfall traps). The figure should also

- indicate if and when any parts of the Survey Design were truncated due to the documentation of DSL.
- The dates and weather conditions during which the survey was performed.
- The dates and locations of any DSL documented within the Survey Area, the means of detection (visual encounter or pitfall trap), and the extents of the corresponding zones of Likely DSL Occupancy.
- The identity of any survey personnel, including Qualified DSL Biologists and individuals directly supervised by Qualified DSL Biologists. The report should also demonstrate the qualifications and experience of the Qualified DSL Biologists.
- Completed data sheets from Visual Encounter Survey transect lines and from Pitfall Trapping Survey traps.

## Scientific Basis for the DSL Presence/Absence Survey Protocol

The DSL Presence/Absence Survey Protocol is a standardized and practicable approach for reasonably establishing the presence or likely absence of the species in areas of potentially suitable habitat. The DSL Presence/Absence Survey Protocol is based on the best available information regarding the biology and ecology of the DSL and survey protocols for similar species. The application of the best available science to various aspects of the DSL Presence/Absence Survey Protocol is provided below.

### Survey Season

DSL have been captured in all months from February to November (TAMU 2016). However, DSL detections (which appear to be maximized when adult DSL spend time in open, sunny microhabitats) appear to decrease when ambient temperatures are either too cold or too hot. Ambient temperature varies with sun exposure, thus overcast days, shorter days, and precipitation occurring in fall, winter, and early spring create conditions that lower ambient temperatures and can result in lower activity of DSL (Sartorius et al. 2002). As summer progresses toward warmer temperatures, DSL detections also appear to decrease as DSL more frequently seek shelter from extreme heat by harboring in shade or under the sand, consequently reducing the detectability of DSL during these periods (Fitzgerald and Painter 2009; Sartorius et al. 2002). The most suitable survey conditions for DSL appear to occur on full-sun days with an ambient temperature range (measured 0.5 cm above the surface) between 86° F and 104° F (Sartorius et al. 2002; Sena 1985). These conditions are most often achieved from mid-spring through mid-summer. Therefore, the Survey Season prescribed in the DSL Presence/Absence Protocol is restricted to the period between April 1 and July 31.

### Suitable Survey Conditions

Surveys should be conducted under environmental conditions that facilitate detections of the DSL, if present. For the DSL, peak seasonal activity occurs from April through July; although, DSL may be observed in any month if environmental conditions are suitable (Degenhardt et al. 1996; Fitzgerald and Painter 2009; Walkup et al. 2017). All DSL demographic groups are more active from April through August than in other months; however, DSL adults are more commonly encountered from April through July (TAMU 2016; Walkup et al. 2017). The size of adults relative to juveniles and hatchlings, and the more vegetated “edge” habitats thought to be used by juveniles and hatchlings (Fitzgerald 2005; TAMU 2016), indicate that adult DSL may be easier to detect. Consequently, surveys should be constrained to

the period between April 1 and July 31 to help maximize the probability of detection of DSL (i.e., a higher proportion of larger DSL adults using more open breeding territories).

#### Visual Encounter Survey Time of Day

Two peaks in DSL detection coincide with the daily thermoregulatory patterns of the species: after sunrise to mid-day and early afternoon to dusk (i.e., 0700 to 1200 and 1400 to 1800). During these periods, substrate temperatures are typically between 60°F and 120°F (Degenhardt et al. 1996; Grant 1990, Radder et al. 2005; Sartorius et al. 2002; Sena 1985, Smolensky and Fitzgerald 2006). Anecdotal evidence suggests a potential decrease in probability of encountering or detecting DSL during the mid-day and (to a more limited extent) the afternoon survey periods (Sena 1985; Fitzgerald et al. 2011), likely resulting from DSL retreating to shaded areas for thermoregulation during hotter periods of the day.

#### Survey Designs for Different Habitat Types

Many lizard and snake species can be easily detected via visual encounter surveys, and most field studies seeking to document DSL presence have to-date been performed via visual encounter surveys (Fitzgerald *in* McDiarmid et al. 2012; Fitzgerald et al. 1997; Laurencio et al. 2007; Fitzgerald et al. 2011; Forstner et al. 2015 *unpublished data*). However, visual encounter surveys may not detect DSL that are present but hidden by vegetation or sand/soil (Smolensky and Fitzgerald 2010). Furthermore, in habitats where DSL have been shown to occur in lower numbers (i.e., Marginal Habitat [Fitzgerald et al. 1997; Fitzgerald et al. 2011]), detections will may also be lower due to a correlation between detectability and population size (Pollock et al. 1990). Thus, the detectability of DSL is expected to vary across habitat types, indicating that an alternative survey method that does not rely exclusively on visual encounters may be warranted.

Visual Encounter Surveys are an efficient method of assessing the presence of DSL in areas possessing the characteristics of Preferred or Suitable Habitat (e.g., a complex of large shinnery oak dunes [Sena 1985; Degenhardt et al. 1996; Fitzgerald et al. 1997; Fitzgerald et al. 2005; Fitzgerald and Smolensky 2011; Leavitt and Fitzgerald 2013; Hibbitts et al. 2013; Ryberg et al. 2014]). Preferred and Suitable Habitats are anticipated to have a relatively greater probability of being occupied by DSL and in greater numbers relative to Marginal Habitat (Fitzgerald et al. 1997; Smolensky and Fitzgerald 2010; Fitzgerald et al. 2011; Leavitt and Fitzgerald 2013; Ryberg et al. 2013; Walkup et al. 2017), likely resulting in greater detection probabilities (Pollock et al 1990). Research indicates that detection probabilities of DSL during Visual Encounter Surveys increase in habitats dominated by shinnery oak dunes relative to habitats with mixed shinnery oak and grass dunes, or habitats lacking shinnery oak dunes (Fitzgerald et al. 2011; Forstner 2011, *unpublished data*). However, on average, DSL are detected within 23 to 60 minutes in shinnery oak habitat during adult peak seasonal activity periods (Fitzgerald et al. 1997; Fitzgerald et al. 2011; Smolensky *unpublished data* 2005). Thus, if DSL populations are present, they can likely be detected quickly during Visual Encounter Surveys conducted during suitable conditions in Preferred or Suitable Habitats.

Species that are difficult to detect can be effectively sampled via pitfall trap surveys (Fisher and Rochester *in* McDiarmid et al. 2012). Pitfall traps surveys have been shown to capture greater diversity and relative abundances of herpetofaunal when compared to other survey techniques, including visual

surveys (Fisher and Rochester *in* McDiarmid et al. 2012; Hutchens and DePerno 2009; Ribeiro-Junior et al. 2008; Wilson and Gibbons *in* Dodd 2010). Although, pitfall trapping requires more effort for the initial installation of traps relative to visual encounter surveys, these studies indicate that pitfall trapping may be better suited to detect species with lower detection probabilities as they often yield higher capture rates (i.e. detections) than visual encounter surveys. In areas where DSL populations are suspected to be low, DSL were detected via pitfall trapping (Walkup et al. 2017).

In summary, in Preferred Habitat and Suitable Habitat, Visual Encounter Surveys should be implemented based on the anticipated higher probability of detection relative to Marginal Habitat. Assuming surveys are conducted during Suitable Survey Conditions, some of the DSL population, if present, should be available for detection via the Visual Encounter Survey method described above.

In Marginal Habitat, pitfall trapping surveys should be implemented based on the anticipated lower detection rate of DSL and the additional survey effort that may be needed to detect DSL, if present. The pitfall trap design described above is strategic in maximizing potential detection of DSL by placing traps in the transition between Preferred/Suitable Habitat and Marginal Habitat when implementing the Line Trap Patterns, or via broad spatial coverage of the site via the Grid Trap Pattern.

#### Visual Encounter Survey Design

The Visual Encounter Survey design uses four sets of transect lines with parallel and perpendicular orientation. Sets of parallel transect lines are 50 meters apart. The separation distance between parallel transects is based on average maximum daily movements of DSL, according to a two-year study of 36 DSL tracked via radio transmitters (7.65 – 45.18 meters [Young et al. 2018]). The use of defined transect lines in this DSL Presence/Absence Protocol provides a means for ensuring standardized, reliable, and consistent the spatial coverage of relevant portions of the Survey Area. The meandering or haphazard traversing of study plots used by researchers in other studies does provide such consistency and is subject to bias.

Visual Encounter Survey is a cost-effective method for surveying herpetofauna in a variety of habitats in a short period of time (Doan 2003; Ribeiro-junior et la. 2008). The ability to visually detect species during surveys (i.e. detection probability) varies by habitat and biology of the species (Burnham and Anderson 1984; Diefenbach et al. 2003; Otto and Roloff 2011). The open habitat, territorial nature, and minimal movement behavior of DSL make the species and the habitat suitable for this methodology. In fact, detections of DSL are quite high (0.81) adjacent to the surveyor's transect line (Smolensky and Fitzgerald 2010).

The spacing and overlap of transect lines was chosen to address issues of visual detection, movement patterns of DSL, and spatial coverage of the site. Previous research on the DSL has indicated that detections of the species decline with increasing distance from the transect line, such that beyond 20 meters DSL are very difficult to visually detect (Smolensky and Fitzgerald 2006). Thus, transects should be spaced at least 20 meters apart to effectively survey a site. Telemetry data and mark-recapture data (Ryberg et al. 2013; Walkup et al. 2017; Young et al. 2018) suggests lizards have localized movements within territories typically of 20 meters but may be up to 50 meters. Thus, transects should be spaced at least 50 meters to observed DSL in different territories in a site. Lastly, this design balances the tradeoff between maximizing spatial coverage of site and maximizing precision through replication. The design

provides visual coverage of 96% of the habitat area, with 48% of the habitat area receiving double coverage. Because the objective of the study is to assess presence of DSL and not relative abundance, densities or occupancy modeling, intensive replication to assess detection probabilities to correct numbers of DSL observed are not warranted.

#### Pitfall Trapping Survey Design

The size, installation, and duration of the Pitfall Trapping Survey is based on a widely implemented and standardized methods described in various herpetological textbooks such as *Reptile Biodiversity: Standard Methods for Inventory and Monitoring* (McDiarmid et al. 2012) and *Amphibian Ecology and Conservation: A Handbook of Techniques* (Dodd 2010). The use of drift fences was omitted due to intractability of trench excavation in areas with extensive tree and shrub root networks.

The spacing of traps is based on available data on DSL dispersal and movement patterns from five studies, each spanning multiple years (Fitzgerald et al. 2005; Fitzgerald and Hill 2007; Ryberg et al. 2013, Walkup et al. 2017; Young et al. 2018). According to these studies daily movements of DSL average between 20 and 30 meters, within and among blowouts of shinnery oak dunes. Thus the 30-meter trap spacing is intended to capture DSL that are moving locally adjacent to Preferred or Suitable Habitat. The DSL also have longer movements ranging between 50 and 343 meters and overlapping home ranges averaging 614.8 m<sup>2</sup> for females and 1,000 m<sup>2</sup> for males (Young et al. 2018). Thus, traps spaced 100 meters apart are intended to capture DSL from non-overlapping territories or DSL moving longer distances during longer foraging forays or dispersal events on the edges of Preferred or Suitable Habitat, as has been documented in the aforementioned studies. The spacing of the Grid Trap Pattern is based on the longest recorded multi-day movement distance for a DSL and is meant to sample broad extents of Marginal Habitat for potentially dispersing individuals (Fitzgerald et al. 2005; Hill and Fitzgerald 2007; TAMU 2016).

#### Photographic Documentation of DSL Detections

There are two other lizards, the common side-blotched lizard (*Uta stansburiana*) and the prairie lizard (*Sceloporus consubrinus*), that co-occur with the DSL and may be easily mistaken for DSL if the lizard is observed while fleeing the observer. Photographic documentation of DSL detections is critical to verifying that the DSL detection is accurate (Fitzgerald et al. 2011). Photo documentation is among the criteria for documenting DSL presence by the New Mexico Department of Game and Fish (NMDGF 2012).

#### Zone of Likely DSL Occupancy

This DSL Presence/Absence Survey Protocol establishes a zone of Likely DSL Occupancy that extends 350 meters from the location of a documented DSL detection in areas of potential DSL habitat. The 350-meter distance is based on previous research documenting the movement of DSL between interconnected shinnery oak dune blowouts within their home range, but no movements exceeding 350 meters in undisturbed habitat (Fitzgerald et al. 2005; Hill and Fitzgerald 2007; TAMU 2016). Additionally, previous research has indicated that DSL occur in local aggregations (0.5 – 2.6 DSL/100 m<sup>2</sup>) with overlapping territories (Hill and Fitzgerald 2007; Ryberg et al. 2013, TAMU 2016). Thus, the detection of a DSL at a given point suggests that the area surrounding that detection may also be occupied by that individual and other co-occurring DSL. No studies have indicated that DSL occur singly in a given area,



except when females undergo nesting migrations or juveniles are dispersing (Fitzgerald et al. 2005; Hill and Fitzgerald 2007). Even in these instances, the data do not suggest DSL traveled more than 350 meters from an area where other DSL occur.

### Survey Expiration

The one-year expiration time frame for results of a DSL presence/absence survey addresses the potential for DSL to be present but undetected at the site due to very low population densities that create very low detection probabilities (Fitzgerald et al. 2011), and the potential for DSL to enter the site subsequent to the survey from the immediately adjacent un-surveyed surrounding area. The DSL have a generation time of one year (Fitzgerald and Painter 2009) and DSL may expand to surrounding suitable habitat at estimated diffusion rates of 2,786 - 20,276 m<sup>2</sup>/year (Ryberg et al. 2013; Walkup et al. 2017). A genetic study suggests that regular gene flow can occur between populations separated by 3,600 meters (Chan et al. 2009). Thus, if the site is located within a broader swath of suitable DSL habitat, DSL may enter the site from the adjacent area.

Previous studies indicate that DSL detectability varies over time as shown during 3 years of successive visits of Monahans Sands State Park and two years of successive visits at other sites in Texas (Fitzgerald et al. 2011). After three years of surveys, DSL were regularly detected at Monahans Sands State Park. Repetition of surveys over just 3 seasons can substantially increase the precision of data (Mackenzie 2005). Thus, three years of consecutive surveys are anticipated to provide robust data that the site is unoccupied and no additional surveys are warranted for the site.

### Surveyor Qualifications

DSL surveyor qualifications are based on a myriad of challenges for surveying DSL due to the morphology of the DSL, its habitat, and similar looking conspecifics and congeners within the ecosystem. DSL are cryptically colored and can be difficult to detect via visual surveys by an untrained observer. DSL may also vary in their dorsal coloration within and among populations (Fitzgerald and Painter 2009) that may result in misidentification. Anecdotal information suggest that surveys conducted by inexperienced personnel have resulted in misidentification of DSL during visual surveys (N. Smolensky *per obs.* 2006; M. McMillan *pers. comm.* 2018). Thus, experience in detecting and handling multiple DSL improves the surveyor's ability to recognize DSL during Visual Encounter Surveys if present on-site.

The surveyor must be able to capture DSL via non-lethal and non-injurious techniques (e.g., no rubber bands) commonly taught during field training in herpetology. Once captured, the surveyor must possess the skills to accurately differentiate DSL from the prairie lizard, necessitating an understanding of lizard anatomy and scale counting techniques only garnered via experience in the identification of herpetofauna.

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**AGENDA ITEM:** 11

Resolution R-18-039 Amending the Chaves  
County Risk Control Program

**MEETING DATE:** October 18, 2018

**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Stanton L. Riggs

**ACTION REQUESTED:** Approve Resolution

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**ITEM SUMMARY:**

This Resolution, if approved, would require all accidents to be reviewed and classified by the County Risk Management Committee. Currently, the Sheriff's accidents are reviewed and classified in-house by a committee consisting of deputies. This change was negotiated as part of the Collective Bargaining Agreement.

Staff recommends approval.

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**SUPPORT DOCUMENTS:** Resolution R-18-039

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**SUMMARY BY:** Stanton L. Riggs

**TITLE:** County Manager

**RESOLUTION R-18-039  
AMENDING THE CHAVES COUNTY RISK CONTROL PROGRAM**

WHEREAS, Chaves County created a safety program in the mid-1990s; and,

WHEREAS, the program has been modified and updated over the past several years; and,

WHEREAS, the current Risk Control Policy was adopted by Resolution (R-12-004) in December of 2012; and,

WHEREAS the policy needs to be updated to align with the Sheriff's Office Collective Bargaining Agreement.

NOW THEREFORE BE IT RESOLVED by the Chaves County Board of Commissioners that Section 4.1A be amended as follows:

All accidents involving a County employee will be reviewed by the County Risk Management Committee and classified in accordance with the Risk Control Program.

DONE this 18<sup>th</sup> day of October, 2018.

**BOARD OF CHAVES COUNTY COMMISSIONERS**

\_\_\_\_\_  
Robert Corn, Chairman

\_\_\_\_\_  
William E. Cavin, Vice-Chairman

\_\_\_\_\_  
James W. Duffey, Member

\_\_\_\_\_  
T. Calder Ezzell, Jr., Member

\_\_\_\_\_  
Jeff Bilberry, Member

**ATTEST:**

\_\_\_\_\_  
Dave Kunko  
County Clerk

**AGENDA ITEM:** 12 Resolution R-18-040  
**MEETING DATE:** October 18, 2018 Approval of Budget Adjustment

**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Anabel Barraza, Assistant Finance Director

**ACTION REQUESTED:**  
Approval of Resolution R-18-040

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**ITEM SUMMARY:**

The Finance Department is requesting the line items in Exhibit 'A' to be approved. These adjustments are due to the Omaha road project, CDBG Grant for the Chaves County Elevator project, bullet proof vest grant and transfer of salaries between departments.

Staff recommends approval.

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**SUPPORT DOCUMENTS:**

Resolution R-18-040

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**SUMMARY BY:** Anabel Barraza

**TITLE:** Assistant Finance Director

**RESOLUTION R-18-040**

**BUDGET ADJUSTMENT REQUEST**

**WHEREAS**, at a regular meeting of the Board of Chaves County Commissioners held on October 18, 2018, the following was among the proceedings:

**WHEREAS**, the budget must be adjusted for fiscal year 2018-2019 expenditures and revenues; and,

**WHEREAS**, there are sufficient funds available for the budget adjustments; and,

**WHEREAS**, budget adjustments are necessary to ensure positive budget balances; and,

**WHEREAS**, the Board of Chaves County Commissioners deems it necessary to adjust the FY 18-19 Final Budget as designated in Exhibit 'A', attached.

**NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD OF COUNTY COMMISSIONERS, CHAVES COUNTY, STATE OF NEW MEXICO**, hereby approves the line item changes and requests approval from DFA Local Government Division for budget adjustments.

**Done at Roswell, New Mexico, this 18th day of October 2018.**

**BOARD OF CHAVES COUNTY COMMISSIONERS**

\_\_\_\_\_  
Robert Corn, Chairman

\_\_\_\_\_  
William E. Cavin, Vice-Chairman

**ATTEST:**

\_\_\_\_\_  
James W. Duffey, Member

\_\_\_\_\_  
T. Calder Ezzell Jr, Member

\_\_\_\_\_  
Dave Kunko  
County Clerk

\_\_\_\_\_  
Jeff Bilberry, Member



**EXHIBIT 'A'**

**DFA      ACCOUNT      DESCRIPTION      AMOUNT**

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<b>Account Number</b>	<b>Description</b>	<b>Amount</b>
602-6-655-291-000	Road Projects	<b>221,000.00</b>
645-4-402-890-000	Construction Projects	<b>238,528.00</b>
645-6-692-477-608	Construction	<b>238,528.00</b>
401-7-752-238-000	Uniforms	<b>3,902.00</b>
401-6-642-102-000	Regular Salaries	<b>-59,981.00</b>
435-6-643-102-000	Regular Salaries	<b>59,981.00</b>

Meeting Date: 10-18-2018**STAFF SUMMARY**


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**REQUESTED BY:** Sandra Rodriguez, Purchasing Director  
**ACTION REQUIRED:** Award RFP-18-3

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**SUMMARY:** On August 23, 2018 four companies submitted proposals for RFP-18-3 for Janitorial Services. An Evaluation Committee reviewed and rated the written proposals. Formal interviews were also conducted with the top three ranking offerors, after Commission tabled the award request last Commission meeting. The companies and final evaluation committee rankings are as follows:

<b>OFFEROR</b>	<b>WRITTEN</b> (500 total points possible)	<b>ORAL</b> (625 total points possible)	<b>TOTAL</b> (1125 total points)
SMI Facility Services	387	610	997
Quality Janitorial	382	530	912
Superior Cleaning	361	380	741

The following individuals served on the oral evaluation committee for this project: Will Cavin, Commissioner; Bill Williams, Public Services Director; Charlotte Andrade, Treasurer; George Libby, Maintenance Director; and Sandra Rodriguez, Purchasing Director.

Based on final rankings, staff recommends RFP 18-3 be awarded to SMI Facility Services. If awarded, an agreement will be brought back before the commission at its next regular meeting.

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**Submitted by:** Sandra Rodriguez  
**Title:** Purchasing Director

Item # 14

ITB-18-5 – Bituminous Surface Treatment  
Aggregate

Meeting Date: 10-18-2018

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## STAFF SUMMARY

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**REQUESTED BY:** Sandra Rodriguez, Purchasing Director

**ACTION REQUIRED:** Award ITB-18-5

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### SUMMARY:

Bids were received under ITB-18-5 for Bituminous Surface Treatment aggregate (chip seal material):

#### Bidders

**American Aggregate, LLC**  
**Waide Construction, Inc**  
**Constructors, Inc**  
**J&H Services, Inc.**

**Roswell, NM**  
**Roswell, NM**  
**Carlsbad, NM**  
**Albuquerque, NM**

Staff finds the bid responsive to specifications and recommends award to Waide Construction, Inc. Award will constitute a price agreement that will be effective for one year with the option to renew for up to three additional one-year terms by agreement of both parties.

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**SUPPORT DOCUMENTS:** Bid Summary

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**Submitted by:** Sandra Rodriguez, CPO  
**Title:** Purchasing Director

## BID SUMMARY

**BID #:** ITB-18-5

**COMMODITY:** Bituminous Surface Treatment Aggregate

**USER DEPARTMENT(S):** Road Department

**SPECIFICATIONS BY:** Sandra Rodriguez, Purchasing Director

**ADVERTISED:** September 9, 2018 in the Roswell Daily Record and online through the NM Bid Net

**ADDENDA ISSUED:** One

**OPEN DATE:** October 2, 2018

**SPECIFIC DESCRIPTION:** This is a routine formal invitation to bid for bituminous surface treatment aggregate materials (rock chips) for the Road Department's paving projects. If awarded, the bid will constitute a one-year price agreement for the purchase of materials, with the option to renew for up to three additional one-year terms. Special conditions include that the successful bidder shall have a crushing and screening plant within a 30-mile radius of Roswell, New Mexico.

### *Bid Tabulation Sheet*

### *ITB-18-5 Bituminous Surface Treatment Aggregate*

Item	Qty	Unit	Description	American Aggregate, LLC	Waide Construction, Inc.	Constructors, Inc.	J&H Services, Inc.
1	25,300	Ton	5/8 inch Maximum Gradation	\$13.75	\$8.50	\$14.55	\$19.80
2	25,300	Ton	3/8 inch Maximum Gradation	\$15.75	\$9.50	\$14.55	\$23.80
3	25,300	Ton	3/4 inch Maximum Gradation	\$13.25	\$7.50	\$11.95	\$17.25
4	75,900	Ton/Mi	Hauling of B.S.T.A. from contractors plant site to locations within Chaves County	\$0.24	\$0.32	\$0.35	\$0.20

**AGENDA ITEM:** 15

- A. Approve Job Specification for Community Service Tech**
- B. Approve Job Specification for Facility Maintenance Foreman, and Maintenance Lead Tech- Detention**

**MEETING DATE:** October 18, 2018

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**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Stanton L. Riggs, County Manager

**ACTION REQUESTED:** Approve Job Specifications

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**ITEM SUMMARY:**

- A. This position specification reflects the duties of the person who will be driving the Community Service Van and who will also oversee the clients while they perform community service. This is not an additional position, it was originally allocated to the Detention Center.
  
- B. Facility Maintenance has two Foreman positions, one at Detention and the other over the rest of the facilities. After evaluating these positions, it has been decided to create a Facility Maintenance Lead Tech- Detention position and eliminate the Foreman position at the Detention Center. The Tech position would be lowered from a Level J to Level I on Chart C. In addition, staff is requesting the current Facility Maintenance Foreman position to be upgraded from Level J to Level K on Chart C. These changes will not add any additional employees and should be a wash budget wise.

Staff recommends approval

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**SUPPORT DOCUMENTS:**                      **Job Specifications for Community Service Tech, Maintenance Foreman, & Maintenance Lead Tech**

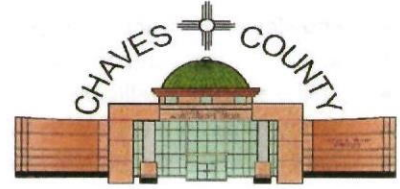
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**SUMMARY BY:**        **Stanton L. Riggs**

**TITLE:**                      **County Manager**

## CHAVES COUNTY POSITION SPECIFICATION SUMMARY

**POSITION TITLE:** Community Service Tech  
**DIVISION:** Finance  
**DEPARTMENT:** Community Services  
**REPORTS TO:** DWI/Court Services Tech and/or  
Court Compliance Supervisor  
**FLSA STATUS:** **Non-Exempt**



**Approved:** \_\_\_\_\_  
*Commissioner*

**Date:** \_\_\_\_\_

### POSITION SUMMARY

This position is responsible for the Community Service Van and transporting clients for community services clean up and related duties. Work with minimal supervision.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

Tasks include but are not limited to:

- Responsible for Transporting, overseeing clients assigned by the court system for community service.
- Knowledge of small equipment, (lawnmowers, weed eaters, etc.).
- Must possess effective communication skills in working with diverse groups.
- Ability to write clearly for the presentation of small reports.
- Ability to attend court to defend non-compliance regarding community services.
- Able to work in diverse weather conditions.
- Assist Court Services in 'signing up' clients.

### SUPERVISORY CONTROLS

- This position performs under the general supervision of the DWI/Court Services Tech and the Court Compliance Supervisor, who may provide assignments, Instructions, determine objectives, priorities and deadlines, and who assists the employee with unusual situations. The employee uses own initiative and judgment to perform work in an independent and timely manner in accordance with precedents and established policies and procedures.

### QUALIFICATIONS

- **Education/Training/Experience:** High school diploma or G.E.D. and two (2) years' applicable experience.
- **Experience Substitution:** Up to two (2) years' college/forty-eight (48) hours course work may be substituted for two (2) years' experience.
- **Licenses/Certification:** Valid N.M. driver's license with a good driving record. No prior DWI convictions within the last 48 months.
- **Desirable Qualifications:** Bilingual – Spanish speaker
- **Other:** Post offer drug analysis test. Driver's license, employment and criminal background Investigation.

**OTHER REQUIREMENTS**

**Knowledge, Skills, and Abilities Required:**

- Knowledge of business and personal computers, spreadsheets and financial software applications
- Ability to assess and prioritize multiple tasks, projects and demands.
- Ability to write intelligible and complete reports.
- Ability to communicate effectively orally and in writing in English.
- Establish and maintain effective working relations with co-workers and clients.
- Work independently using good judgment and decision-making skills.
- Employee must know and understand County Personnel Policy as well as all county and departmental policies pertinent to the position.
- May require some out of town travel for training.
- Must be able to maintain an acceptable attendance record, be punctual and meet established deadlines.

**Safety requirements:** This position must comply with all safety guidelines of Chaves County.

**Physical demands:** The majority of Work for this position is performed outdoors. The work is active, requiring the employee to be outdoors able to drive a van and pull a tool trailer. supervise clients and delegate. There will be some walking, standing, bending, carrying of small tools. Talking, hearing and seeing are essential to the performance of the job.

**Work environment:** The work will also involve being in an office environment that requires normal safety precautions and safe work practices as well as outdoor work supervision for work detail.

**EMPLOYEE ACKNOWLEDGEMENT**

I have read by Job Description and understand my assigned responsibilities, and have been given a copy of this Job Description. I certify by my signature below that I understand the demands and expectations of the position and to the best of my knowledge, I am able to perform the essential functions of this Job Description.

Accepted by: \_\_\_\_\_  
*Employee*

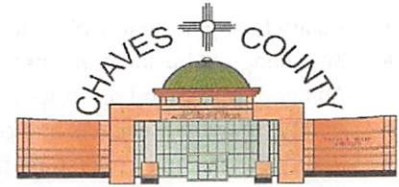
\_\_\_\_\_  
*Date*

**“Equal Employment Opportunity Employer”**

***We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, gender identity, or any other legally protected class.***

## CHAVES COUNTY POSITION SPECIFICATION SUMMARY

**POSITION TITLE:** Facility Maintenance Foreman  
**DIVISION:** Public Services  
**DEPARTMENT:** Facility Maintenance  
**REPORTS TO:** Facility Maintenance Director  
**FLSA STATUS:** Non-Exempt



**Approved:** \_\_\_\_\_  
*Commissioner*

**Date:** \_\_\_\_\_

### POSITION SUMMARY

Supervisory maintenance position responsible for assisting Facility Maintenance Director in all aspects of repair, maintenance, grounds, cleaning and supervision of subordinate staff members in performance of all maintenance positions with Chaves County.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

Tasks include but are not limited to:

- Supervising, scheduling, training and assigning duties to subordinates in the areas of HVAC, electrical, mechanical, grounds keeping, custodial and building trades.
- Observe and report conditions affecting safety, security and economy of facilities.
- Inspection and critique of subordinates' work.
- Order supplies from vendors.
- Perform repairs to buildings and equipment of all County facilities as needed.
- Prepare various reports.
- Responsible for the appearance and sanitation of offices, lavatories and all areas of buildings and grounds
- Responsible for overseeing HVAC and repairs to equipment, machinery and plumbing, carpentry, concrete work and painting.
- Able to operate all cleaning equipment, power tools, and machinery used in upkeep of grounds and buildings.
- As part of the employee's normal duties may be assigned to work in the areas of HVAC, electrical, mechanical, grounds-keeping, custodial and building trades.
- Subject to 24-hour call back on weekends and holidays and may be required to work in secure areas.
- All other duties as assigned.

### SUPERVISORY CONTROLS

- This position performs under the general supervision of the Facility Maintenance Director who may provide assignments and instruction, determine objectives, priorities and deadlines, and who assists the employee with unusual situations. The employee uses own initiative and judgment to perform work in an independent and timely manner in accordance with precedents and established policies and procedures.
- This position supervises, schedules, trains and assigns duties to subordinates in Facility Maintenance.

### QUALIFICATIONS

- **Education/Training/Experience:** High school diploma or G.E.D. and four (4) years' applicable experience.
- **Experience Substitution:** Up to two (2) years' college/forty-eight (48) hours course work may be substituted for two (2) years' experience.
- **Licenses/Certification:** Valid N.M. driver's license with a good driving record. No prior DWI convictions within the last 48 months. Must have Boiler Operator's certificate within three years after hire. Must pass annual Detention Center security and protocol training and adhere to New Mexico Detention Center safety standards.
- **Desirable Qualifications:** Six years' directly related experience with at least one of these in a supervisory capacity.
- **Other:** Post offer drug analysis test. Driver's license, employment and criminal background Investigation.



**OTHER REQUIREMENTS**

**Knowledge, Skills, and Abilities Required:**

- Ability to supervise in a pleasant and efficient manner and fill in for the Facility Maintenance Director as necessary.
- Knowledge of business and personal computers, spreadsheets and inventory software applications.
- Ability to assess and prioritize multiple tasks, projects and demands.
- Ability to write intelligible and complete reports.
- Ability to read and understand plans and blueprints.
- Ability to use all equipment, hand and power tools in a proficient manner.
- Be highly skilled in HVAC, painting, carpentry, plumbing, grounds keeping, electrical and custodial crafts.
- Ability to communicate effectively orally and in writing in English.
- Establish and maintain effective working relations with co-workers and the public.
- Ability to fill out reports and requisitions for purchase orders.
- Ability to work well with ever changing priorities and/or situations.
- Work independently using good judgment and decision-making skills.
- Employee must know and understand County Personnel Policy as well as all county and departmental policies pertinent to the position.
- May require some out of town travel for training.
- Must be able to maintain an acceptable attendance record, be punctual and meet established deadlines.

**Safety requirements:** This position must comply with all safety guidelines of Chaves County.

**Physical demands:** The work is somewhat physical, typically requiring the employee to climb ladders, carry heavy items, walk, stand, and bend. There may be some sitting comfortably to complete work. There may be some operation of a vehicle throughout the county, as necessary. Some local travel within the boundaries of Chaves County is required in the course of job performance. Talking, hearing and seeing are essential to the performance of the job. Common eye, hand finger dexterity exists. Mental application utilizes memory for details, verbal instructions, discriminating thinking.

**Work environment:** Work for this position is generally performed indoors with some work outside. The work area is adequately lighted, heated, and ventilated and involves typical risks associated with an office environment that require normal safety precautions and safe work practices. The outdoor work surfaces are subject to wet or dry natural ground, uneven terrain, landscaped areas, or asphalt and concrete surfaces.

**EMPLOYEE ACKNOWLEDGEMENT**

I have read by Job Description and understand my assigned responsibilities, and have been given a copy of this Job Description. I certify by my signature below that I understand the demands and expectations of the position and to the best of my knowledge, I am able to perform the essential functions of this Job Description.

Accepted by: \_\_\_\_\_  
*Employee*

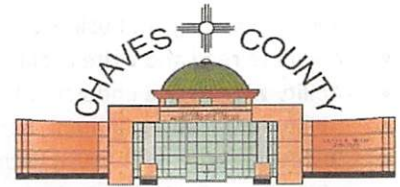
\_\_\_\_\_  
*Date*

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## CHAVES COUNTY POSITION SPECIFICATION SUMMARY

**POSITION TITLE:** Facility Maintenance Lead Tech - Detention  
**DIVISION:** Public Services  
**DEPARTMENT:** Facility Maintenance  
**REPORTS TO:** Facility Maintenance Foreman and/or  
Facility Maintenance Director  
**FLSA STATUS:** Non-Exempt



**Approved:** \_\_\_\_\_  
*Commissioner*

**Date:** \_\_\_\_\_

### POSITION SUMMARY

Position is responsible for taking the lead with facility staff members in the performance of all aspects of maintenance and repair at the Chaves County Adult Detention Center (CCADC) and Chaves County Juvenile Detention Center (CCJDC).

### ESSENTIAL DUTIES AND RESPONSIBILITIES

Tasks include but are not limited to:

- Complete and/or assigning duties to Facility Maintenance Detention staff members.
- Proficient in a high secure facility in the areas of HVAC, electrical, mechanical and building trades as directed by the Facilities Maintenance Foreman or Facilities Maintenance Director.
- Observe and report conditions affecting safety, security and economy of facilities.
- Facility inspections and troubleshooting.
- Requisitioning supplies through the Facilities Maintenance Foreman or Facilities Maintenance Director.
- Scheduling of staff to repair buildings and equipment of County Detention facilities as needed.
- Responsible for repairs on CCADC and CCJDC buildings and equipment to include HVAC, plumbing, electrical, carpentry and painting.
- Able to operate all mechanical and electrical equipment, power tools and any other equipment as required.
- Subject to call back 24 hours a day, weekends and holidays.
- All other duties as assigned.

### SUPERVISORY CONTROLS

- This position performs under the general supervision of the Facility Maintenance Foreman and/or Facility Maintenance Director who may provide assignments and instruction, determine objectives, priorities and deadlines, and who assists the employee with unusual situations. The employee uses own initiative and judgment to perform work in an independent and timely manner in accordance with precedents and established policies and procedures.
- This position is responsible for taking the lead with facility maintenance employees at CCADC and CCJDC.

### QUALIFICATIONS

- **Education/Training/Experience:** High school diploma or G.E.D. and four (4) years' applicable experience in commercial facility maintenance duties.
- **Experience Substitution:** Up to two (2) years' college/forty-eight (48) hours course work may be substituted for two (2) years' experience.
- **Licenses/Certification:** Valid N.M. driver's license with a good driving record. No prior DWI convictions within the last 48 months. Must pass annual Detention Center security and protocol training and adhere to New Mexico Detention Center safety standards.
- **Desirable Qualifications:** Six years' directly related experience.
- **Other:** Post offer drug analysis test. Driver's license, employment and criminal background Investigation.

**OTHER REQUIREMENTS**

**Knowledge, Skills, and Abilities Required:**

- Some knowledge of business and personal computers and inventory software applications.
- Ability to read and write proficiently.
- Ability to read and understand plans and blueprints.
- Ability to use all equipment, hand and power tools in a proficient manner.
- Be highly skilled in HVAC, painting, carpentry, plumbing, and electrical.
- Ability to communicate effectively orally and in writing in English.
- Establish and maintain effective working relations with co-workers.
- Ability to work well with ever changing priorities and/or situations.
- Work independently using good judgment and decision-making skills.
- Employee must know and understand County Personnel Policy as well as all county and departmental policies pertinent to the position.
- May require some out of town travel for training.
- Must be able to maintain an acceptable attendance record, be punctual and meet established deadlines.

**Safety requirements:** This position must comply with all safety guidelines of Chaves County.

**Physical demands:** The work is somewhat physical, typically requiring the employee to climb ladders, carry heavy items, walk, stand, and bend. There may be some sitting comfortably to complete work. There may be some operation of a vehicle throughout the county, as necessary. Some local travel within the boundaries of Chaves County is required in the course of job performance. Talking, hearing and seeing are essential to the performance of the job. Common eye, hand finger dexterity exists. Mental application utilizes memory for details, verbal instructions, discriminating thinking.

**Work environment:** Work for this position is generally performed indoors with some work outside. The work area is adequately lighted, heated, and ventilated and involves typical risks associated with an office environment that require normal safety precautions and safe work practices. The outdoor work surfaces are subject to wet or dry natural ground, uneven terrain, landscaped areas, or asphalt and concrete surfaces.

**EMPLOYEE ACKNOWLEDGEMENT**

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Accepted by: \_\_\_\_\_  
*Employee*

\_\_\_\_\_  
*Date*

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**AGENDA ITEM:** 16 DFA Approval of FY 18-19

**MEETING DATE:** October 18, 2018 Final Budget

**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Joe Sedillo, Chief Financial Officer

**ACTION REQUESTED:**

DFA Approval of the Final Budget for the minutes - no motion required

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**ITEM SUMMARY:**

The attached letter from DFA - Local Government Division was received indicating its official approval of our final budget for FY 2018-2019.

No other action is required.

In accordance with Section 6-6-2 (E) NMSA 1978, the Local Government Division (LGD) has reviewed and certified the final budget for fiscal year 2018-2019

Budgets approved by the Division are required to be made a part of the minutes of our governing body according to Section 6-6-5 NMSA 1978.

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**SUPPORT DOCUMENTS:**

Letter from DFA - Local Government Division

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**SUMMARY BY:** Anabel Barraza

**TITLE:** Assistant Finance Director

SUSANA MARTINEZ  
GOVERNOR



DUFFY RODRIGUEZ  
CABINET SECRETARY

RICK LOPEZ  
DIRECTOR

JOLENE SLOWEN  
DEPUTY DIRECTOR

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
Bataan Memorial Building ♦ 407 Gallstee St. ♦ Suite 202 ♦ Santa Fe, NM 87501  
PHONE (505) 827-4950 ♦ FAX (505) 827-4948

August 9, 2018

The Honorable Robert Corn  
Chaves County  
P.O. Box 1597  
Roswell, NM 88202

Dear Commissioner Corn:

The final budget for your local government entity for Fiscal Year 2018-2019, as approved by your governing body, has been examined and reviewed. The Department of Finance and Administration, Local Government Division (LGD) finds it has been developed in accordance with applicable statutes and budgeting guidelines, and sufficient resources appear to be available to cover budgeted expenditures. In addition, the *Budget Certification of Local Public Bodies* rule, 2.2.3 NMAC, requires that your entity's audit or "Agreed Upon Procedures" (per the *Tier System Reporting* rule, 2.2.2.16 NMAC) for Fiscal Year 2017 should have been submitted to the Office of the State Auditor as of this time. The LGD's information indicates that you are in compliance with this requirement. Therefore, in accordance with Section 6-6-2E NMSA 1978, the LGD certifies your entity's final Fiscal Year 2018-2019 budget.

Please take note that state statute requires all revenue sources be expended only for public purposes, and if applicable, in accordance with the Procurement Code, Chapter 13, Article 1, NMSA 1978. Use of public revenue is governed by Article 9, Section 14 of the Constitution of the State of New Mexico, commonly referred to as the anti-donation clause.

Budgets approved by the LGD are required to be made a part of the minutes of your governing body according to Section 6-6-5 NMSA 1978. In addition, Section 6-6-6 NMSA 1978 provides that the approved budget is binding on local officials and governing authorities; and any official or governing authority approving claims or paying warrants in excess of the approved budget or available funds will be liable for the excess amounts.

Finally, as required by Section 6-6-2H NMSA 1978, LGD is required to approve all budget increases and transfers between funds not included in the final approved budget. Beginning with Fiscal Year 2018-2019, all budget adjustments are required to be submitted on the Local Government Budget Management System (LGBMS).

If you have questions regarding this matter, please call Erica Cummings of my staff at 505-827-4127.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Lopez".

Rick Lopez, Director  
Local Government Division

xc: file

Approval of Checks

Approval of Checks

Commission Meeting 18-Oct-18

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**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Joe Sedillo, Finance Director  
(624-6646)

**ACTION REQUESTED:**  
Approval of Checks

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**ITEM SUMMARY:**

A/P:	05-Sep-18	\$887.12
	07-Sep-18	\$456,363.66
	10-Sep-18	\$887.12
	12-Sep-18	\$6,859.29
	14-Sep-18	\$321,000.22
	17-Sep-18	\$887.12
	20-Sep-18	\$286,456.52
	24-Sep-18	\$978.83
	28-Sep-18	\$200,651.94
PAYROLL:	09-Sep-18 REGULAR	\$267,718.46
	FINALS	\$3,196.52
	23-Sep-18 REGULAR	\$279,356.79
	FINALS	\$978.68

Grand Total Checks to be Approved: \$1,826,222.27

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**SUPPORT DOCUMENTS:**

Copies of Bills Lists

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**SUMMARY BY:** Cindy Mealand

**TITLE:** A/P Officer

CHAVES COUNTY FINANCE  
ACCOUNTS PAYABLE  
P.O. Box 1597  
Roswell, NM 88202-1597  
Phone 575-624-6677 or 575-624-6620  
Fax 575-624-6576



**COMMISSIONERS**  
James W. Duffey · District 1  
T Calder Ezzell Jr. · District 2  
Jeff Bilberry · District 3  
Robert Corn · District 4  
William E. Cavin · District 5

**Finance Director**  
Joe Sedillo

**County Manager**  
Stanton L. Riggs

**Final Payment Register**

Date: 9-5-18  
Packet# 00761

Date: 9-14-18  
Packet# 00773

Date: 9-28-18  
Packet# 00788

Date: 9-7-18  
Packet# 00764

Date: 9-17-18  
Packet# 00776

Date: \_\_\_\_\_  
Packet# \_\_\_\_\_

Date: 9-10-18  
Packet# 00766

Date: 9-20-18  
Packet# 00780

Date: \_\_\_\_\_  
Packet# \_\_\_\_\_

Date: 9-12-18  
Packet# 00770

Date: 9-24-18  
Packet# 00783

Date: \_\_\_\_\_  
Packet# \_\_\_\_\_

**BOARD OF CHAVES COUNTY COMMISSIONERS**

\_\_\_\_\_  
Robert Corn, Chairman

\_\_\_\_\_  
William E. Cavin, Vice-Chairman

**ATTEST:**

\_\_\_\_\_  
James W. Duffey, Member

\_\_\_\_\_  
T. Calder Ezzell Jr, Member

\_\_\_\_\_  
Dave Kunko  
County Clerk

\_\_\_\_\_  
Jeff Bilberry, Member



Chaves County, NM

# Expense Approval Register

Packet: APPKT00761 - CHECK RUN/09/05/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: ANAKAREN SIFUENTES					
ANAKAREN SIFUENTES	CC018725	09/05/2018	SHORT TERM DISABILITY	401-6-645-102-000	387.12
				<b>Vendor ANAKAREN SIFUENTES Total:</b>	<b>387.12</b>
Vendor: OSBALDO VASQUEZ					
OSBALDO VASQUEZ	CC018726	09/05/2018	SHORT TERM DISABILITY	401-7-758-102-000	500.00
				<b>Vendor OSBALDO VASQUEZ Total:</b>	<b>500.00</b>
				<b>Grand Total:</b>	<b>887.12</b>



### Fund Summary

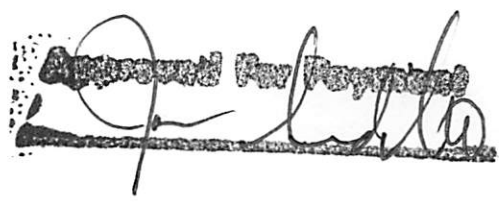
Fund	Expense Amount
401 - GENERAL FUND	887.12
<b>Grand Total:</b>	<b>887.12</b>

### Account Summary

Account Number	Account Name	Expense Amount
401-6-645-102-000	REGULAR SALARIES	387.12
401-7-758-102-000	REGULAR SALARIES	500.00
	<b>Grand Total:</b>	<b>887.12</b>

### Project Account Summary

Project Account Key	Expense Amount
**None**	887.12
<b>Grand Total:</b>	<b>887.12</b>

A handwritten signature in black ink is written over a rectangular stamp. The signature is cursive and appears to read "J. L. [unclear]". The stamp is mostly illegible but seems to contain the words "APPROVED" and "FOR" in a grid-like format.



# Expense Approval Register

Packet: APPKT00764 - CHECK RUN/09/07/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
<b>Vendor: ACCURATE</b>						
ACCURATE	616	09/01/2018	PROFESSIONAL SERVICES	401-6-613-246-000	318.11	
					<b>Vendor ACCURATE Total:</b>	<b>318.11</b>
<b>Vendor: AMERICAN STEWARDS OF LIBERTY</b>						
AMERICAN STEWARDS OF LI	860	09/04/2018	ALS MANAGEMENT FEE	401-6-619-260-000	1,500.00	
					<b>Vendor AMERICAN STEWARDS OF LIBERTY Total:</b>	<b>1,500.00</b>
<b>Vendor: ASPEN OF NEW MEXICO INC</b>						
ASPEN OF NEW MEXICO INC	2 ASPEN-1	09/04/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	1,500.00	
					<b>Vendor ASPEN OF NEW MEXICO INC Total:</b>	<b>1,500.00</b>
<b>Vendor: BENCHMARK BUSINESS SOLUTIONS</b>						
BENCHMARK BUSINESS SOL	23258635	09/01/2018	ACCT.#003-1365133-000	408-8-812-251-000	108.65	
					<b>Vendor BENCHMARK BUSINESS SOLUTIONS Total:</b>	<b>108.65</b>
<b>Vendor: BERRENDO CO-OP WATER USERS</b>						
BERRENDO CO-OP WATER U	CC018730	09/01/2018	ACCT.#J1720000	402-6-651-341-000	66.03	
					<b>Vendor BERRENDO CO-OP WATER USERS Total:</b>	<b>66.03</b>
<b>Vendor: CENTRAL VALLEY ELECTRIC COOP</b>						
CENTRAL VALLEY ELECTRIC C	CC018737	09/01/2018	ACCT.#10114001	410-8-816-341-000	287.50	
CENTRAL VALLEY ELECTRIC C	CC018737	09/01/2018	ACCT.#23898800	410-8-816-341-000	18.10	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#10147201	401-6-691-243-000	32.50	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#12001802	401-6-691-243-000	47.60	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#12209501	401-6-691-243-000	414.59	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#23133100	410-8-816-341-000	161.90	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#6695501	414-8-819-341-000	105.22	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#12412501	437-6-659-341-000	45.38	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#22987100	437-6-659-341-000	42.69	
CENTRAL VALLEY ELECTRIC C	CC018738	09/01/2018	ACCT.#24186400	437-6-659-341-000	46.90	
CENTRAL VALLEY ELECTRIC C	CC018740	09/01/2018	ACCT.#12413201	411-8-814-341-000	64.75	
CENTRAL VALLEY ELECTRIC C	CC018740	09/01/2018	ACCT.#12413101	411-8-814-341-000	9.89	
CENTRAL VALLEY ELECTRIC C	CC018740	09/01/2018	ACCT.#12026501	411-8-814-341-000	99.85	
CENTRAL VALLEY ELECTRIC C	CC018740	09/01/2018	ACCT.#12413301	411-8-814-341-000	9.05	
					<b>Vendor CENTRAL VALLEY ELECTRIC COOP Total:</b>	<b>1,385.92</b>
<b>Vendor: CHAVES COUNTY BAR ASSOC.</b>						
CHAVES COUNTY BAR ASSOC	CC018747	09/05/2018	ANNUAL DUES/2018	401-6-612-253-000	20.00	
					<b>Vendor CHAVES COUNTY BAR ASSOC. Total:</b>	<b>20.00</b>
<b>Vendor: CHAVES COUNTY C.A.S.A.</b>						
CHAVES COUNTY C.A.S.A.	2 CASA-DV	09/06/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	2,333.33	
CHAVES COUNTY C.A.S.A.	CC018748	09/05/2018	FORENSIC INTERVIEW SERVI	401-7-751-267-000	5,000.00	
					<b>Vendor CHAVES COUNTY C.A.S.A. Total:</b>	<b>7,333.33</b>
<b>Vendor: CUMBERLAND WATER CO-OP</b>						
CUMBERLAND WATER CO-O	CC018732	09/01/2018	ACCT.#G215	401-6-691-341-000	36.21	
CUMBERLAND WATER CO-O	CC018733	09/01/2018	ACCT.#G105	410-8-816-341-000	68.58	
CUMBERLAND WATER CO-O	CC018734	09/01/2018	ACCT.#B1085	408-8-812-340-000	21.43	
					<b>Vendor CUMBERLAND WATER CO-OP Total:</b>	<b>126.22</b>
<b>Vendor: DEXTER CONSOLIDATED SCHOOLS</b>						
DEXTER CONSOLIDATED SCH	1 DEX-TNT	09/05/2018	FDWI DISTRIBUTION FUND/F	432-7-761-267-000	1,000.00	
					<b>Vendor DEXTER CONSOLIDATED SCHOOLS Total:</b>	<b>1,000.00</b>
<b>Vendor: DIANE TAYLOR</b>						
DIANE TAYLOR	2-DT	09/06/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	3,250.00	
					<b>Vendor DIANE TAYLOR Total:</b>	<b>3,250.00</b>
<b>Vendor: DIANNE MEDA</b>						
DIANNE MEDA	2 SCREEN-1	09/04/2018	DWI DISTRIBUTION FUNDS/F	432-7-761-267-000	300.00	

Expense Approval Register

Packet: APPKT00764 - CHECK RUN/09/07/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DIANNE MEDA	2 SCREEN	09/04/2018	DWI DISTRIBUTION/FY 18-19	432-7-766-267-000	2,700.00
<b>Vendor DIANNE MEDA Total:</b>					<b>3,000.00</b>
<b>Vendor: ERGON ASPHALT EMULSIONS INC</b>					
ERGON ASPHALT EMULSION	9401905097	09/01/2018	ACCT.#926628	402-6-653-290-000	87.50
ERGON ASPHALT EMULSION	9401910528	09/01/2018	ACCT.#926628	402-6-653-290-000	7,952.86
ERGON ASPHALT EMULSION	9401910842	09/01/2018	ACCT.#926628	402-6-653-290-000	9,277.12
ERGON ASPHALT EMULSION	9401911663	09/01/2018	ACCT.#926628	402-6-653-290-000	7,613.59
ERGON ASPHALT EMULSION	9401911664	09/01/2018	ACCT.#926628	402-6-653-290-000	8,142.56
ERGON ASPHALT EMULSION	9401911665	09/01/2018	ACCT.#926628	402-6-653-290-000	8,660.59
ERGON ASPHALT EMULSION	9401913781	09/01/2018	ACCT.#926628	402-6-653-290-000	8,441.70
ERGON ASPHALT EMULSION	9401914445	09/03/2018	ACCT.#926628	402-6-653-290-000	8,945.13
<b>Vendor ERGON ASPHALT EMULSIONS INC Total:</b>					<b>59,121.05</b>
<b>Vendor: FRANK G. MAGOURILOS</b>					
FRANK G. MAGOURILOS	2 FM	09/04/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	291.66
<b>Vendor FRANK G. MAGOURILOS Total:</b>					<b>291.66</b>
<b>Vendor: LAKE ARTHUR SCHOOL DISTRICT</b>					
LAKE ARTHUR SCHOOL DISTR	2 LA-TNT	09/07/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	1,000.00
<b>Vendor LAKE ARTHUR SCHOOL DISTRICT Total:</b>					<b>1,000.00</b>
<b>Vendor: MICHAEL ROHRBACHER</b>					
MICHAEL ROHRBACHER	CC018724	09/01/2018	RE-ISSUE OF PAYROLL CHECK	412-8-815-267-000	30.47
<b>Vendor MICHAEL ROHRBACHER Total:</b>					<b>30.47</b>
<b>Vendor: MIRANDA PEST CONTROL</b>					
MIRANDA PEST CONTROL	CC018731	09/05/2018	PEST CONTROL SERVICE	452-8-832-267-000	26.92
<b>Vendor MIRANDA PEST CONTROL Total:</b>					<b>26.92</b>
<b>Vendor: NEW MEXICO GAS COMPANY INC</b>					
NEW MEXICO GAS COMPAN	CC018739	09/01/2018	ACCT.#076281612-07886941	401-6-693-341-000	21.24
NEW MEXICO GAS COMPAN	CC018741	09/01/2018	ACCT.#076333413-0787459-	452-8-832-341-000	20.82
NEW MEXICO GAS COMPAN	CC018742	09/01/2018	ACCT.#076846512-1202378-	411-8-814-341-000	20.82
<b>Vendor NEW MEXICO GAS COMPANY INC Total:</b>					<b>62.88</b>
<b>Vendor: NM GEN SVCS RISK MGMT</b>					
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	AUG ADJ	401-2-200-007-000	-511.69
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	AUG ADJ.	401-2-200-007-000	511.69
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	401-2-200-007-000	162,284.37
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	402-2-200-007-000	36,167.19
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	427-2-200-007-000	1,432.75
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	431-2-200-007-000	650.64
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	432-2-200-007-000	2,616.36
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	435-2-200-007-000	2,430.60
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	437-2-200-007-000	511.69
NM GEN SVCS RISK MGMT	CC018727	09/05/2018	PREMIUMS/FEES	452-2-200-007-000	9,833.37
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	401-2-200-005-000	2,181.22
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	AUG ADJUSTMENT	401-2-200-005-000	9.70
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	402-2-200-005-000	503.30
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	427-2-200-005-000	20.40
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	431-2-200-005-000	8.78
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	432-2-200-005-000	35.30
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	435-2-200-005-000	20.40
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	437-2-200-005-000	19.10
NM GEN SVCS RISK MGMT	CC018728	09/05/2018	PREMIUMS	452-2-200-005-000	134.10
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	401-2-200-021-000	1,650.62
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	AUG ADJ	401-2-200-021-000	-5.70
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	AUG ADJ	401-2-200-021-000	5.70
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	402-2-200-021-000	330.38
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	427-2-200-021-000	12.53
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	431-2-200-021-000	7.07
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	432-2-200-021-000	27.25
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	435-2-200-021-000	28.38
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	437-2-200-021-000	5.70

Expense Approval Register

Packet: APPKT00764 - CHECK RUN/09/07/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NM GEN SVCS RISK MGMT	CC018729	09/05/2018	PREMIUMS	452-2-200-021-000	90.55
<b>Vendor NM GEN SVCS RISK MGMT Total:</b>					<b>221,011.75</b>
<b>Vendor: QWEST</b>					
QWEST	CC018735	09/01/2018	ACCT.#575-622-0255-344B	401-6-692-340-000	125.99
QWEST	CC018736	09/01/2018	ACCT.#575-623-2833-184B	412-8-815-340-000	56.17
<b>Vendor QWEST Total:</b>					<b>182.16</b>
<b>Vendor: ROSWELL W.F.L.</b>					
ROSWELL W.F.L.	2-WINGS	09/06/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	2,500.00
<b>Vendor ROSWELL W.F.L. Total:</b>					<b>2,500.00</b>
<b>Vendor: SERENITY COUNSELING</b>					
SERENITY COUNSELING	2-SC	09/04/2018	DWI DISTRIBUTION FUND/FY	432-7-762-267-000	4,375.00
<b>Vendor SERENITY COUNSELING Total:</b>					<b>4,375.00</b>
<b>Vendor: SOUTHWEST CORRECTIONAL MEDICAL GROUP</b>					
SOUTHWEST CORRECTIONAL	INV001902	09/01/2018	CUSTOMER #CHAVE001	427-6-639-268-000	144,930.10
<b>Vendor SOUTHWEST CORRECTIONAL MEDICAL GROUP Total:</b>					<b>144,930.10</b>
<b>Vendor: SOUTHWESTERN PUBLIC SERVICE CO</b>					
SOUTHWESTERN PUBLIC SER	CC018743	09/01/2018	ACCT.#54-3943758-6	401-6-691-243-000	35.36
SOUTHWESTERN PUBLIC SER	CC018744	09/01/2018	ACCT.#54-3943777-9	401-6-691-243-000	45.96
SOUTHWESTERN PUBLIC SER	CC018745	09/01/2018	ACCT.#54-1485939-1	401-6-691-243-000	36.57
<b>Vendor SOUTHWESTERN PUBLIC SERVICE CO Total:</b>					<b>117.89</b>
<b>Vendor: THE ROSWELL REFUGE</b>					
THE ROSWELL REFUGE	2-RR	09/05/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	2,666.66
<b>Vendor THE ROSWELL REFUGE Total:</b>					<b>2,666.66</b>
<b>Vendor: TOWN OF DEXTER</b>					
TOWN OF DEXTER	CC018746	09/01/2018	ACCT.#1085	401-6-693-341-000	75.93
<b>Vendor TOWN OF DEXTER Total:</b>					<b>75.93</b>
<b>Vendor: WATSON TRUCK &amp; SUPPLY INC</b>					
WATSON TRUCK & SUPPLY IN	294451DOX1	09/01/2018	ACCT.#336302	402-6-653-221-000	286.58
WATSON TRUCK & SUPPLY IN	294451DOX1	09/01/2018	INV.#CM293672DO	402-6-653-221-000	-225.12
WATSON TRUCK & SUPPLY IN	294906DO	09/01/2018	ACCT.#336302	402-6-653-221-000	36.50
WATSON TRUCK & SUPPLY IN	294924DO	09/01/2018	ACCT.#336302	402-6-653-221-000	264.97
<b>Vendor WATSON TRUCK &amp; SUPPLY INC Total:</b>					<b>362.93</b>
<b>Grand Total:</b>					<b>456,363.66</b>

## Fund Summary

Fund	Expense Amount
401 - GENERAL FUND	173,835.97
402 - ROAD FUND	96,550.88
408 - EAST GRAND PLAINS VOLFIRE	130.08
410 - MIDWAY VOLUNTEER FIRE FND	536.08
411 - BERRENDO VOLUNTEER FIRE	204.36
412 - SIERRA VOLUNTEER FIRE FND	86.64
414 - CC FIRE DIST #8 VOL FIRE	105.22
427 - INDIGENT HOSPITAL CLAIMS	146,395.78
431 - PUBLIC SAFETY GRANT	666.49
432 - DWI GRANT FUNDS	24,595.56
435 - CORRECTION GRANTS	2,479.38
437 - ENVIRONMENTAL TAX	671.46
452 - FLOOD CONTROL	10,105.76
<b>Grand Total:</b>	<b>456,363.66</b>

## Account Summary

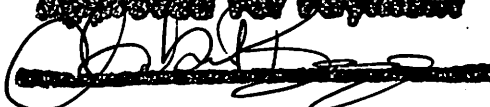
Account Number	Account Name	Expense Amount
401-2-200-005-000	GROUP INSURANCE PAY	2,190.92
401-2-200-007-000	MEDICAL INSURANCE PA	162,284.37
401-2-200-021-000	VISION CARE PAYABLE	1,650.62
401-6-612-253-000	DUES & OTHER FEES	20.00
401-6-613-246-000	DRUG & ALCOHOL PROG	318.11
401-6-619-260-000	PROFESSIONAL SERVICE	1,500.00
401-6-691-243-000	HIGHWAY LIGHTS	612.58
401-6-691-341-000	UTILITIES	36.21
401-6-692-340-000	TELEPHONE	125.99
401-6-693-341-000	UTILITIES	97.17
401-7-751-267-000	CONTRACTUAL SERVICES	5,000.00
402-2-200-005-000	GROUP INSURANCE PAY	503.30
402-2-200-007-000	MEDICAL INSURANCE PA	36,167.19
402-2-200-021-000	VISION CARE PAYABLE	330.38
402-6-651-341-000	UTILITIES	66.03
402-6-653-221-000	VEH/HVY EQUIP. REPAIR	362.93
402-6-653-290-000	PAVING PROJECTS-COOP	59,121.05
408-8-812-251-000	RENTALS	108.65
408-8-812-340-000	TELEPHONE	21.43
410-8-816-341-000	UTILITIES	536.08
411-8-814-341-000	UTILITIES	204.36
412-8-815-267-000	CONTRACTUAL SERVICES	30.47
412-8-815-340-000	TELEPHONE	56.17
414-8-819-341-000	UTILITIES	105.22
427-2-200-005-000	GROUP INSURANCE PAY	20.40
427-2-200-007-000	MEDICAL INSURANCE PA	1,432.75
427-2-200-021-000	VISION CARE PAYABLE	12.53
427-6-639-268-000	CARE OF PRISONER SER	144,930.10
431-2-200-005-000	GROUP INSURANCE PAY	8.78
431-2-200-007-000	MEDICAL INSURANCE PA	650.64
431-2-200-021-000	VISION CARE PAYABLE	7.07
432-2-200-005-000	GROUP INSURANCE PAY	35.30
432-2-200-007-000	MEDICAL INS. PAYABLE	2,616.36
432-2-200-021-000	VISION CARE PAYABLE	27.25
432-7-761-267-000	CONTRACTUAL SERVICES	14,841.65
432-7-762-267-000	CONTRACTUAL SERVICES	4,375.00
432-7-766-267-000	CONTRACTUAL SERVICES	2,700.00
435-2-200-005-000	GROUP INSURANCE PAY	20.40
435-2-200-007-000	MEDICAL INSURANCE PA	2,430.60
435-2-200-021-000	VISION CARE PAYABLE	28.38
437-2-200-005-000	GROUP INSURANCE PAY	19.10
437-2-200-007-000	MEDICAL INSURANCE PA	511.69

**Account Summary**

Account Number	Account Name	Expense Amount
437-2-200-021-000	VISION CARE PAYABLE	5.70
437-6-659-341-000	UTILITIES	134.97
452-2-200-005-000	GROUP INSURANCE PAY	134.10
452-2-200-007-000	MEDICAL INSURANCE PA	9,833.37
452-2-200-021-000	VISION CARE PAYABLE	90.55
452-8-832-267-000	CONTRACTUAL SERVICES	26.92
452-8-832-341-000	UTILITIES	20.82
	<b>Grand Total:</b>	<b>456,363.66</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	456,363.66
	<b>Grand Total:</b> <b>456,363.66</b>

**Approved For Payment**  




Chaves County, NM

# Expense Approval Register

Packet: APPKT00766 - CHECK RUN/09/10/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: ANAKAREN SIFUENTES</b>					
ANAKAREN SIFUENTES	CC018749	09/10/2018	SHORT TERM DISABILITY	401-6-645-102-000	387.12
			<b>Vendor ANAKAREN SIFUENTES Total:</b>		<b>387.12</b>
<b>Vendor: OSBALDO VASQUEZ</b>					
OSBALDO VASQUEZ	CC018750	09/10/2018	SHORT TERM DISABILITY	401-7-758-102-000	500.00
			<b>Vendor OSBALDO VASQUEZ Total:</b>		<b>500.00</b>
			<b>Grand Total:</b>		<b>887.12</b>

Fund Summary

Fund	Expense Amount
401 - GENERAL FUND	887.12
Grand Total:	<u>887.12</u>

Account Summary

Account Number	Account Name	Expense Amount
401-6-645-102-000	REGULAR SALARIES	387.12
401-7-758-102-000	REGULAR SALARIES	500.00
	Grand Total:	<u>887.12</u>

Project Account Summary

Project Account Key	Expense Amount
**None**	887.12
Grand Total:	<u>887.12</u>

~~Approved for Payment~~  
*[Handwritten signature]*





Chaves County, NM

# Expense Approval Register

Packet: APPKT00770 - CHECK RUN/09/12/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: WEX BANK</b>					
WEX BANK	55270793	09/01/2018	ACCT.#0496-00-237636-6	401-7-752-223-000	2,062.51
WEX BANK	55270793	09/01/2018	ACCT.#0496-00-237636-6	412-8-815-227-000	332.58
WEX BANK	55270793	09/01/2018	ACCT.#0496-00-237636-6	414-8-819-227-000	672.76
WEX BANK	55657277	09/01/2018	ACCT.#0496-00-237636-6	401-7-752-223-000	2,990.58
WEX BANK	55657277	09/01/2018	ACCT.#0496-00-237636-6	412-8-815-227-000	114.72
WEX BANK	55657277	09/01/2018	ACCT.#0496-00-237636-6	414-8-819-227-000	686.14
				<b>Vendor WEX BANK Total:</b>	<b>6,859.29</b>
				<b>Grand Total:</b>	<b>6,859.29</b>

**Fund Summary**

Fund	Expense Amount
401 - GENERAL FUND	5,053.09
412 - SIERRA VOLUNTEER FIRE FND	447.30
414 - CC FIRE DIST #8 VOL FIRE	1,358.90
<b>Grand Total:</b>	<b>6,859.29</b>

**Account Summary**

Account Number	Account Name	Expense Amount
401-7-752-223-000	VEHICLE FUELS	5,053.09
412-8-815-227-000	TRANSPORTATION EXPE	447.30
414-8-819-227-000	TRANSPORTATION EXPE	1,358.90
	<b>Grand Total:</b>	<b>6,859.29</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	6,859.29
<b>Grand Total:</b>	<b>6,859.29</b>



A handwritten signature in black ink is written over a rectangular stamp. The signature is cursive and appears to read 'John Smith'. The stamp is mostly illegible but seems to contain some text and possibly a date or reference number.



# Expense Approval Register

Packet: APPKT00773 - CHECK RUN/09/14/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: ABC PROPANE INC</b>					
ABC PROPANE INC	194605	09/01/2018	ACCT.#102721	452-8-832-223-000	2,523.86
ABC PROPANE INC	194606	09/01/2018	ACCT.#102721	452-8-832-223-000	1,594.38
ABC PROPANE INC	194623	09/01/2018	ACCT.#102721	452-8-832-223-000	1,961.43
ABC PROPANE INC	194624	09/01/2018	ACCT.#102721	452-8-832-223-000	1,297.27
ABC PROPANE INC	194691	09/01/2018	ACCT.#102721	452-8-832-223-000	1,099.25
ABC PROPANE INC	194692	09/01/2018	ACCT.#102721	452-8-832-223-000	3,307.62
<b>Vendor ABC PROPANE INC Total:</b>					<b>11,783.81</b>
<b>Vendor: AG EQUIPMENT</b>					
AG EQUIPMENT	109021	09/01/2018	ACCT.#030801	402-6-653-221-000	357.47
<b>Vendor AG EQUIPMENT Total:</b>					<b>357.47</b>
<b>Vendor: BAMBI NALLEY</b>					
BAMBI NALLEY	INV0002234	09/13/2018	SEELY DM-2013-443	401-2-200-018-000	115.38
<b>Vendor BAMBI NALLEY Total:</b>					<b>115.38</b>
<b>Vendor: BELL GAS INC.</b>					
BELL GAS INC.	234920	09/04/2018	ACCT.#070065	402-6-653-223-000	1,272.96
<b>Vendor BELL GAS INC. Total:</b>					<b>1,272.96</b>
<b>Vendor: CARRIE HARDY</b>					
CARRIE HARDY	INV0002231	09/13/2018	Thomas Ray/DM-2010-331	401-2-200-018-000	250.00
<b>Vendor CARRIE HARDY Total:</b>					<b>250.00</b>
<b>Vendor: CHAVES COUNTY C.A.S.A.</b>					
CHAVES COUNTY C.A.S.A.	2-GS	09/12/2018	CONTINUUM GRANT/FY 18-1	631-8-885-267-000	750.00
CHAVES COUNTY C.A.S.A.	2-YA	09/12/2018	CONTINUUM GRANT/FY 18-1	631-8-885-267-000	3,360.00
<b>Vendor CHAVES COUNTY C.A.S.A. Total:</b>					<b>4,110.00</b>
<b>Vendor: CINTAS CORPORATION #2</b>					
CINTAS CORPORATION #2	8403794889	09/01/2018	ACCT.#10187763	402-6-653-230-000	228.45
<b>Vendor CINTAS CORPORATION #2 Total:</b>					<b>228.45</b>
<b>Vendor: CITY OF ROSWELL</b>					
CITY OF ROSWELL	CC018752	09/04/2018	ACCT.#137417-52240	402-6-653-291-000	18.07
CITY OF ROSWELL	CC018753	09/04/2018	ACCT.#137417-52238	402-6-653-291-000	18.07
CITY OF ROSWELL	CC018754	09/04/2018	ACCT.#137417-52236	402-6-653-291-000	18.07
CITY OF ROSWELL	CC018755	09/04/2018	ACCT.#137417-52234	402-6-653-291-000	18.07
CITY OF ROSWELL	CC018756	09/04/2018	ACCT.#137417-52230	402-6-653-291-000	18.07
CITY OF ROSWELL	CC018757	09/04/2018	ACCT.#137417-52246	402-6-653-291-000	18.07
CITY OF ROSWELL	CC018758	09/04/2018	ACCT.#137417-52242	402-6-653-291-000	18.07
<b>Vendor CITY OF ROSWELL Total:</b>					<b>126.49</b>
<b>Vendor: CITY OF ROSWELL</b>					
CITY OF ROSWELL	CC0018751	09/01/2018	ACCT.#44	437-6-659-242-000	11,786.81
<b>Vendor CITY OF ROSWELL Total:</b>					<b>11,786.81</b>
<b>Vendor: COOPERATIVE EDUCATIONAL SVCS.</b>					
COOPERATIVE EDUCATIONAL	24-079827	09/07/2018	ACCT.#24-079827	402-6-653-104-000	1,076.86
COOPERATIVE EDUCATIONAL	24-080016	09/12/2018	ACCT.#CHAVESCOUNTY	402-6-653-104-000	991.85
<b>Vendor COOPERATIVE EDUCATIONAL SVCS. Total:</b>					<b>2,068.71</b>
<b>Vendor: DEERE CREDIT INC</b>					
DEERE CREDIT INC	2043670	09/01/2018	ACCT.#030-0065559-000	402-6-653-251-000	3,309.22
DEERE CREDIT INC	2043671	09/01/2018	ACCT.#030-0065560-000	402-6-653-251-000	3,309.22
DEERE CREDIT INC	2043672	09/01/2018	ACCT.#030-0065561-000	402-6-653-251-000	3,309.22
DEERE CREDIT INC	2043673	09/01/2018	ACCT.#030-0065562-000	402-6-653-251-000	3,309.22
DEERE CREDIT INC	2044719	09/01/2018	ACCT.#030-0061556-006	402-6-653-251-000	4,055.51
DEERE CREDIT INC	2045414	09/01/2018	ACCT.#030-0067387-000	402-6-653-251-000	3,060.45

## Expense Approval Register

Packet: APPKT00773 - CHECK RUN/09/14/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DEERE CREDIT INC	2045415	09/01/2018	ACCT.#2045415	402-6-653-251-000	3,060.45
<b>Vendor DEERE CREDIT INC Total:</b>					<b>23,413.29</b>
<b>Vendor: DEXTER CONSOLIDATED SCHOOLS</b>					
DEXTER CONSOLIDATED SCH	2 DEX-TNT	09/12/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	1,000.00
<b>Vendor DEXTER CONSOLIDATED SCHOOLS Total:</b>					<b>1,000.00</b>
<b>Vendor: EASTERN NM STATE FAIR</b>					
EASTERN NM STATE FAIR	CC018759	09/11/2018	REFUNDABLE PERFORMANC	412-8-815-251-000	200.00
<b>Vendor EASTERN NM STATE FAIR Total:</b>					<b>200.00</b>
<b>Vendor: ERGON ASPHALT EMULSIONS INC</b>					
ERGON ASPHALT EMULSION	9401914446	09/04/2018	ACCT.#926628	402-6-653-290-000	8,656.95
ERGON ASPHALT EMULSION	9401915364	09/04/2018	ACCT.#926628	402-6-653-290-000	8,813.81
ERGON ASPHALT EMULSION	9401915364	09/04/2018	INV.#9401918145/ACCT.#92	402-6-653-290-000	-7,992.92
ERGON ASPHALT EMULSION	9401917035	09/03/2018	ACCT.#926628	402-6-653-290-000	8,441.70
ERGON ASPHALT EMULSION	9401917400	09/09/2018	ACCT.#926628	402-6-653-290-000	8,708.02
ERGON ASPHALT EMULSION	9401917400	09/09/2018	INV.#9401916491/ACCT.#92	402-6-653-290-000	-8,441.70
ERGON ASPHALT EMULSION	9401918406	09/10/2018	ACCT.#926628	402-6-653-290-000	4,596.60
ERGON ASPHALT EMULSION	9401918648	09/04/2018	ACCT.#926628	402-6-653-290-000	7,992.92
ERGON ASPHALT EMULSION	9401919108	09/11/2018	ACCT.#926628	402-6-653-290-000	8,529.26
ERGON ASPHALT EMULSION	9401920061	09/12/2018	ACCT.#926628	402-6-653-290-000	8,602.23
<b>Vendor ERGON ASPHALT EMULSIONS INC Total:</b>					<b>47,906.87</b>
<b>Vendor: GLOBE LIFE AND ACCIDENT INS</b>					
GLOBE LIFE AND ACCIDENT I	INV0002225	09/13/2018	GLOBE LIFE PAYABLE	401-2-200-016-000	283.22
GLOBE LIFE AND ACCIDENT I	INV0002225	09/13/2018	GLOBE LIFE PAYABLE	402-2-200-016-000	413.35
<b>Vendor GLOBE LIFE AND ACCIDENT INS Total:</b>					<b>696.57</b>
<b>Vendor: HARMONIX TECHNOLOGIES INC</b>					
HARMONIX TECHNOLOGIES I	20181024B	09/06/2018	VIRTUAL SERVER PROJECT	401-6-622-231-000	121,218.24
<b>Vendor HARMONIX TECHNOLOGIES INC Total:</b>					<b>121,218.24</b>
<b>Vendor: HOLCOMB LAW OFFICE</b>					
HOLCOMB LAW OFFICE	2231	09/01/2018	PROFESSIONAL SERVICES	401-6-611-260-000	2,342.62
<b>Vendor HOLCOMB LAW OFFICE Total:</b>					<b>2,342.62</b>
<b>Vendor: JEANINE CORN BEST</b>					
JEANINE CORN BEST	INV0002233	09/13/2018	J.BEST/ Cause # DM-2007-01	452-2-200-018-000	154.62
<b>Vendor JEANINE CORN BEST Total:</b>					<b>154.62</b>
<b>Vendor: JESSE'S DETAIL SHOP</b>					
JESSE'S DETAIL SHOP	622993	09/01/2018	LABOR & MATERIAL	401-6-691-257-000	100.00
JESSE'S DETAIL SHOP	622994	09/01/2018	LABOR & MATERIAL	401-6-691-257-000	100.00
JESSE'S DETAIL SHOP	622995	09/04/2018	LABOR & MATERIAL	401-6-691-257-000	100.00
<b>Vendor JESSE'S DETAIL SHOP Total:</b>					<b>300.00</b>
<b>Vendor: JOHNSON SEPTIC TANK CO.</b>					
JOHNSON SEPTIC TANK CO.	1625	09/01/2018	LABOR & MATERIAL	401-6-696-257-000	356.84
<b>Vendor JOHNSON SEPTIC TANK CO. Total:</b>					<b>356.84</b>
<b>Vendor: KANSAS STATE BANK OF MANHATTAN</b>					
KANSAS STATE BANK OF MA	3347498	09/12/2018	ACCT.#3347498	402-6-653-251-000	1,410.42
KANSAS STATE BANK OF MA	58-2	09/12/2018	ACCT.#3345504	402-6-653-251-000	1,545.01
KANSAS STATE BANK OF MA	58-3	09/12/2018	ACCT.#3345505	402-6-653-251-000	1,545.01
<b>Vendor KANSAS STATE BANK OF MANHATTAN Total:</b>					<b>4,500.44</b>
<b>Vendor: KLEEN TECH SERVICES CORPATION</b>					
KLEEN TECH SERVICES CORPA	46742	09/01/2018	JANITORIAL SERVICES	401-6-691-267-000	2,582.81
KLEEN TECH SERVICES CORPA	46743	09/01/2018	JANITORIAL SERVICES	401-6-693-267-000	812.71
KLEEN TECH SERVICES CORPA	46744	09/01/2018	JANITORIAL SERVICES	401-6-694-267-000	206.21
<b>Vendor KLEEN TECH SERVICES CORPATION Total:</b>					<b>3,601.73</b>
<b>Vendor: NEW MEXICO GAS COMPANY INC</b>					
NEW MEXICO GAS COMPAN	CC018761	09/01/2018	ACCT.#076424512-0788370-	401-6-645-341-000	13.96
NEW MEXICO GAS COMPAN	CC018761	09/01/2018	ACCT.#076424512-0788370-	401-6-692-341-000	6.31
NEW MEXICO GAS COMPAN	CC018761	09/01/2018	ACCT.#076424512-0788370-	401-6-692-341-000	71.38
NEW MEXICO GAS COMPAN	CC018762	09/07/2018	ACCT.#076846512-0792590-	411-8-814-341-000	31.12

## Expense Approval Register

Packet: APPKT00773 - CHECK RUN/09/14/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NEW MEXICO GAS COMPAN	CC018763	09/05/2018	ACCT.#075706312-1236482-	414-8-819-341-000	20.82
NEW MEXICO GAS COMPAN	CC018764	09/07/2018	ACCT.#077937001-0803495-	411-8-814-341-000	22.91
				<b>Vendor NEW MEXICO GAS COMPANY INC Total:</b>	<b>166.50</b>
<b>Vendor: NM RETIREE HEALTH CARE AUTHORITY</b>					
NM RETIREE HEALTH CARE A	INV0002253	09/13/2018	NM RETIREE HEALTH CARE P	401-2-200-020-000	6,766.11
NM RETIREE HEALTH CARE A	INV0002253	09/13/2018	NM RETIREE HEALTH CARE P	402-2-200-020-000	1,715.81
NM RETIREE HEALTH CARE A	INV0002253	09/13/2018	NM RETIREE HEALTH CARE P	427-2-200-020-000	95.79
NM RETIREE HEALTH CARE A	INV0002253	09/13/2018	NM RETIREE HEALTH CARE P	432-2-200-020-000	101.28
NM RETIREE HEALTH CARE A	INV0002253	09/13/2018	NM RETIREE HEALTH CARE P	435-2-200-020-000	74.95
NM RETIREE HEALTH CARE A	INV0002253	09/13/2018	NM RETIREE HEALTH CARE P	437-2-200-020-000	56.45
NM RETIREE HEALTH CARE A	INV0002253	09/13/2018	NM RETIREE HEALTH CARE P	452-2-200-020-000	405.65
NM RETIREE HEALTH CARE A	INV0002254	09/13/2018	NM Retiree HealthCare Law	401-2-200-020-000	2,547.19
NM RETIREE HEALTH CARE A	INV0002254	09/13/2018	NM Retiree HealthCare Law	431-2-200-020-000	41.21
				<b>Vendor NM RETIREE HEALTH CARE AUTHORITY Total:</b>	<b>11,804.44</b>
<b>Vendor: ROSWELL W.F.L.</b>					
ROSWELL W.F.L.	1-BA	09/12/2018	CONTINUUM GRANT/FY 18-1	631-8-885-267-000	4,200.00
ROSWELL W.F.L.	1-WT	09/12/2018	CONTINUUM GRANT	631-8-885-267-000	300.00
				<b>Vendor ROSWELL W.F.L. Total:</b>	<b>4,500.00</b>
<b>Vendor: SOUTHWESTERN PUBLIC SERVICE CO</b>					
SOUTHWESTERN PUBLIC SER	CC018760	09/07/2018	ACCT.#54-3949473-4	411-8-814-341-000	244.12
				<b>Vendor SOUTHWESTERN PUBLIC SERVICE CO Total:</b>	<b>244.12</b>
<b>Vendor: STATE OF NEW MEXICO</b>					
STATE OF NEW MEXICO	INV0002228	09/13/2018	C Childress/Cause# 0001110	401-2-200-018-000	66.61
STATE OF NEW MEXICO	INV0002228	09/13/2018	C Childress/Cause# 0001110	431-2-200-018-000	4.47
STATE OF NEW MEXICO	INV0002230	09/13/2018	A.Perez/Cause# 165742	401-2-200-018-000	151.85
STATE OF NEW MEXICO	INV0002232	09/13/2018	S Ouillette/000085580	401-2-200-018-000	201.23
STATE OF NEW MEXICO	INV0002235	09/13/2018	J.JOHNSON 000088516	401-2-200-018-000	449.08
STATE OF NEW MEXICO	INV0002236	09/13/2018	RAMIREZ/000327532	401-2-200-018-000	205.75
STATE OF NEW MEXICO	INV0002236	09/13/2018	RAMIREZ/000327532	431-2-200-018-000	7.48
STATE OF NEW MEXICO	INV0002237	09/13/2018	000154416 J. TARIN	401-2-200-018-000	94.62
STATE OF NEW MEXICO	INV0002238	09/13/2018	8954 MATTA	402-2-200-018-000	138.46
STATE OF NEW MEXICO	INV0002240	09/13/2018	000237989-SALS BERRY	401-2-200-018-000	179.08
STATE OF NEW MEXICO	INV0002241	09/13/2018	000207247-PADILLA	401-2-200-018-000	144.54
STATE OF NEW MEXICO	INV0002242	09/13/2018	000161340-PADILLA	401-2-200-018-000	144.54
STATE OF NEW MEXICO	INV0002243	09/13/2018	000112931-PADILLA	401-2-200-018-000	144.54
STATE OF NEW MEXICO	INV0002244	09/13/2018	000324111-GODFREY	401-2-200-018-000	168.00
				<b>Vendor STATE OF NEW MEXICO Total:</b>	<b>2,100.25</b>
<b>Vendor: SUMMIT FOOD SERVICE</b>					
SUMMIT FOOD SERVICE	INV2000033849	09/07/2018	ACCT.#C1921000	650-6-684-264-000	53,503.03
SUMMIT FOOD SERVICE	INV2000033850	09/07/2018	ACCT.#C1921001	401-6-645-264-000	2,553.21
				<b>Vendor SUMMIT FOOD SERVICE Total:</b>	<b>56,056.24</b>
<b>Vendor: TEXAS CHILD SUPPORT SDU</b>					
TEXAS CHILD SUPPORT SDU	INV0002229	09/13/2018	AG# 0012436698/Cause#CC-	401-2-200-018-000	148.36
TEXAS CHILD SUPPORT SDU	INV0002229	09/13/2018	AG# 0012436698/Cause#CC-	431-2-200-018-000	9.95
TEXAS CHILD SUPPORT SDU	INV0002239	09/13/2018	0009646845 MATTA,RAY	402-2-200-011-000	189.98
TEXAS CHILD SUPPORT SDU	INV0002245	09/13/2018	0013646700 GODFREY, AAR	401-2-200-011-000	141.69
				<b>Vendor TEXAS CHILD SUPPORT SDU Total:</b>	<b>489.98</b>
<b>Vendor: THOMASON LAW FIRM</b>					
THOMASON LAW FIRM	INV0002256	09/13/2018	KRYSTAL GONZALEZ M-7-CV-	401-2-200-011-000	323.98
				<b>Vendor THOMASON LAW FIRM Total:</b>	<b>323.98</b>
<b>Vendor: VALERIE J. RAMIREZ</b>					
VALERIE J. RAMIREZ	INV0002255	09/13/2018	H. RAMIREZ DM-2017-00105	401-2-200-018-000	92.31
				<b>Vendor VALERIE J. RAMIREZ Total:</b>	<b>92.31</b>
<b>Vendor: WAKEFIELD OIL CO. INC.</b>					
WAKEFIELD OIL CO. INC.	152727	09/10/2018	ACCT.#CHAVES	402-6-653-230-000	901.38
WAKEFIELD OIL CO. INC.	152783	09/11/2018	ACCT.#CHAVES	402-6-653-230-000	4,426.88
				<b>Vendor WAKEFIELD OIL CO. INC. Total:</b>	<b>5,328.26</b>

Expense Approval Register

Packet: APPKT00773 - CHECK RUN/09/14/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: WATSON TRUCK &amp; SUPPLY INC</b>					
WATSON TRUCK & SUPPLY IN	294451DO	09/01/2018	ACCT.#336302	402-6-653-221-000	604.84
WATSON TRUCK & SUPPLY IN	294698DO	09/01/2018	ACCT.#336302	402-6-653-221-000	1,274.76
WATSON TRUCK & SUPPLY IN	295536DO	09/04/2018	ACCT.#336302	402-6-653-221-000	194.24
<b>Vendor WATSON TRUCK &amp; SUPPLY INC Total:</b>					<b>2,073.84</b>
<b>Vendor: WORTHEN MEMORIALS INC</b>					
WORTHEN MEMORIALS INC	11142	09/07/2018	PFC FRANK WEBB/MAILING	631-8-884-230-000	29.00
<b>Vendor WORTHEN MEMORIALS INC Total:</b>					<b>29.00</b>
<b>Grand Total:</b>					<b>321,000.22</b>

## Fund Summary

Fund	Expense Amount
401 - GENERAL FUND	143,082.37
402 - ROAD FUND	89,734.38
411 - BERRENDO VOLUNTEER FIRE	298.15
412 - SIERRA VOLUNTEER FIRE FND	200.00
414 - CC FIRE DIST #8 VOL FIRE	20.82
427 - INDIGENT HOSPITAL CLAIMS	95.79
431 - PUBLIC SAFETY GRANT	63.11
432 - DWI GRANT FUNDS	1,101.28
435 - CORRECTION GRANTS	74.95
437 - ENVIRONMENTAL TAX	11,843.26
452 - FLOOD CONTROL	12,344.08
631 - OTHER GRANTS & CONTRACTS	8,639.00
650 - DETENTION CONSTRUCTION PJ	53,503.03
<b>Grand Total:</b>	<b>321,000.22</b>

## Account Summary

Account Number	Account Name	Expense Amount
401-2-200-011-000	MISCELLANEOUS PAYABL	465.67
401-2-200-016-000	GLOBE LIFE PAYABLE	283.22
401-2-200-018-000	CHILD ENFORCEMENT P	2,555.89
401-2-200-020-000	RETIREE H/C PAYABLE	9,313.30
401-6-611-260-000	PROFESSIONAL SERVICE	2,342.62
401-6-622-231-000	NON-EXPENDABLE SUPP	121,218.24
401-6-645-264-000	FEEDING OF PRISONERS	2,553.21
401-6-645-341-000	UTILITIES	13.96
401-6-691-257-000	FACILITY MAINT/REPAIR	300.00
401-6-691-267-000	CONTRACTUAL SERVICES	2,582.81
401-6-692-341-000	UTILITIES	77.69
401-6-693-267-000	CONTRACTUAL SERVICES	812.71
401-6-694-267-000	CONTRACTUAL SERVICES	206.21
401-6-696-257-000	FACILITY MAINT/REPAIR	356.84
402-2-200-011-000	MISCELLANEOUS PAYABL	189.98
402-2-200-016-000	GLOBE LIFE PAYABLE	413.35
402-2-200-018-000	CHILD ENFORCEMENT P	138.46
402-2-200-020-000	RETIREE H/C PAYABLE	1,715.81
402-6-653-104-000	TEMPORARY SALARIES	2,068.71
402-6-653-221-000	VEH/HVY EQUIP. REPAIR	2,431.31
402-6-653-223-000	VEHICLE FUELS	1,272.96
402-6-653-230-000	SUPPLIES/TOOLS	5,556.71
402-6-653-251-000	RENTALS	27,913.73
402-6-653-290-000	PAVING PROJECTS-COOP	47,906.87
402-6-653-291-000	ROAD PROJECTS-OTHER	126.49
411-8-814-341-000	UTILITIES	298.15
412-8-815-251-000	RENTALS	200.00
414-8-819-341-000	UTILITIES	20.82
427-2-200-020-000	RETIREE H/C PAYABLE	95.79
431-2-200-018-000	CHILD ENFORCEMENT P	21.90
431-2-200-020-000	RETIREE H/C PAYABLE	41.21
432-2-200-020-000	RETIREE H/C PAYABLE	101.28
432-7-761-267-000	CONTRACTUAL SERVICES	1,000.00
435-2-200-020-000	RETIREE H/C PAYABLE	74.95
437-2-200-020-000	RETIREE H/C PAYABLE	56.45
437-6-659-242-000	LANDFILL EXPENSES	11,786.81
452-2-200-018-000	CHILD ENFORCEMENT P	154.62
452-2-200-020-000	RETIREE H/C PAYABLE	405.65
452-8-832-223-000	VEHICLE FUELS	11,783.81
631-8-884-230-000	SUPPLIES	29.00
631-8-885-267-000	OTHER CONTRACT SERVI	8,610.00

Account Summary

Account Number	Account Name	Expense Amount
650-6-684-264-000	FEEDING OF PRISONERS	53,503.03
	Grand Total:	<u>321,000.22</u>

Project Account Summary

Project Account Key	Expense Amount
**None**	321,000.22
	Grand Total: <u>321,000.22</u>

~~Account Name~~  
~~Project Account Key~~  
*[Handwritten signature]*





Chaves County, NM

# Expense Approval Register

Packet: APPKT00776 - CHECK RUN/09/17/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: ANAKAREN SIFUENTES</b>					
ANAKAREN SIFUENTES	CC018766	09/17/2018	SHORT TERM DISABILITY	401-6-645-102-000	387.12
<b>Vendor ANAKAREN SIFUENTES Total:</b>					<b>387.12</b>
<b>Vendor: OSBALDO VASQUEZ</b>					
OSBALDO VASQUEZ	CC018765	09/17/2018	SHORT TERM DISABILITY	401-7-758-102-000	500.00
<b>Vendor OSBALDO VASQUEZ Total:</b>					<b>500.00</b>
<b>Grand Total:</b>					<b>887.12</b>

Fund Summary

Fund	Expense Amount
401 - GENERAL FUND	887.12
Grand Total:	887.12

Account Summary

Account Number	Account Name	Expense Amount
401-6-645-102-000	REGULAR SALARIES	387.12
401-7-758-102-000	REGULAR SALARIES	500.00
	Grand Total:	887.12

Project Account Summary

Project Account Key	Expense Amount
**None**	887.12
Grand Total:	887.12

~~Approved For Payment~~  
*[Handwritten Signature]*



# Expense Approval Register

Packet: APPKT00780 - CHECK RUN/09/20/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: COOPERATIVE EDUCATIONAL SVCS.</b>					
COOPERATIVE EDUCATIONAL	24-080075	09/13/2018	ACCT.#CHAVESCOUNTY	650-6-684-230-000	90.00
COOPERATIVE EDUCATIONAL	24-080077	09/13/2018	ACCT.#CHAVESCOUNTY	650-6-684-230-000	8,829.06
COOPERATIVE EDUCATIONAL	24-080079	09/13/2018	ACCT.#CAHVESCOUNTY	650-6-684-230-000	232.20
COOPERATIVE EDUCATIONAL	24-080085	09/13/2018	ACCT.#CHAVESCOUNTY	650-6-684-230-000	546.60
COOPERATIVE EDUCATIONAL	24-080087	09/13/2018	ACCT.#CHAVESCOUNTY	650-6-684-230-000	355.68
<b>Vendor COOPERATIVE EDUCATIONAL SVCS. Total:</b>					<b>10,053.54</b>
<b>Vendor: COUNTY OF LINCOLN</b>					
COUNTY OF LINCOLN	CC018794	09/01/2018	BOOKING #LCDC2018000345	650-6-684-268-000	216.00
<b>Vendor COUNTY OF LINCOLN Total:</b>					<b>216.00</b>
<b>Vendor: DOMINION VOTING SYSTEM INC</b>					
DOMINION VOTING SYSTEM	DVS125933	09/07/2018	ACCT.#USNMCHAVES	401-7-721-230-000	163.89
<b>Vendor DOMINION VOTING SYSTEM INC Total:</b>					<b>163.89</b>
<b>Vendor: HAGERMAN MUNICIPAL SCHOOLS</b>					
HAGERMAN MUNICIPAL SCH	2HAG-TNT	09/19/2018	DWI DISTRIBUTION FUND/FY	432-7-761-267-000	1,000.00
<b>Vendor HAGERMAN MUNICIPAL SCHOOLS Total:</b>					<b>1,000.00</b>
<b>Vendor: JEFF ORTEGA</b>					
JEFF ORTEGA	CC018767	09/18/2018	ELECTION SCHOOL/ALBUQ/0	401-7-721-226-000	180.90
<b>Vendor JEFF ORTEGA Total:</b>					<b>180.90</b>
<b>Vendor: MCI COMM. SERVICE</b>					
MCI COMM. SERVICE	CC018771	09/11/2018	ACCT.#6P739008	435-6-643-340-000	67.56
<b>Vendor MCI COMM. SERVICE Total:</b>					<b>67.56</b>
<b>Vendor: NEW MEXICO GAS COMPANY INC</b>					
NEW MEXICO GAS COMPAN	CC018782	09/13/2018	ACCT.#115435453-0797988-	401-6-699-341-000	22.91
NEW MEXICO GAS COMPAN	CC018783	09/10/2018	ACCT.#077058012-0794705-	410-8-816-341-000	39.50
NEW MEXICO GAS COMPAN	CC018784	09/10/2018	ACCT.#077227312-0796398-	408-8-812-341-000	32.33
NEW MEXICO GAS COMPAN	CC018784	09/10/2018	ACCT.#077227312-1237385-	408-8-812-341-000	23.47
NEW MEXICO GAS COMPAN	CC018785	09/13/2018	ACCT.#077991703-0797981-	401-6-691-341-000	24.17
NEW MEXICO GAS COMPAN	CC018786	09/13/2018	ACCT.#077991703-0804041-	401-6-691-341-000	22.91
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT#115435453-1203867-	401-6-612-341-000	0.50
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-613-341-000	0.33
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-616-341-000	0.33
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-621-341-000	0.50
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-621-341-000	0.33
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-622-341-000	1.26
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-624-341-000	1.52
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-625-341-000	0.33
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-631-341-000	0.69
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-6-632-341-000	0.44
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-7-721-341-000	4.72
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-7-731-341-000	2.80
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-7-741-341-000	2.03
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	401-7-751-341-000	6.44
NEW MEXICO GAS COMPAN	CC018787	09/13/2018	ACCT.#115435453-1203867-	427-6-638-341-000	0.69
NEW MEXICO GAS COMPAN	CC018795	09/14/2018	ACCT.#077702112-0801146-	402-6-651-341-000	34.90
NEW MEXICO GAS COMPAN	CC018796	09/14/2018	ACCT.#077726812-0801393-	412-8-815-341-000	27.81
NEW MEXICO GAS COMPAN	CC018797	09/14/2018	ACCT.#077991703-0797982-	401-6-691-341-000	38.93
<b>Vendor NEW MEXICO GAS COMPANY INC Total:</b>					<b>289.84</b>
<b>Vendor: NM SECRETARY OF STATE</b>					
NM SECRETARY OF STATE	CC018768	09/18/2018	NOTARY PUBLIC APPLICATIO	401-6-645-253-000	20.00
<b>Vendor NM SECRETARY OF STATE Total:</b>					<b>20.00</b>

## Expense Approval Register

Packet: APPKT00780 - CHECK RUN/09/20/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: QWEST</b>					
QWEST	CC018777	09/04/2018	ACCT.#575-627-7162-074B	408-8-812-340-000	78.76
QWEST	CC018778	09/04/2018	ACCT.#575-627-0081-230B	402-6-651-340-000	56.55
QWEST	CC018779	09/04/2018	ACCT.#575-627-5495-192B	435-6-643-340-000	62.85
QWEST	CC018780	09/04/2018	ACCT.#575-627-7554-233B	427-6-638-340-000	55.01
QWEST	CC018781	09/04/2018	ACCT.#575-627-0977-957B	401-6-691-340-000	56.55
QWEST	CC018798	09/10/2018	ACCT.#575-624-8550-470B	408-8-812-340-000	67.45
QWEST	CC018799	09/10/2018	ACCT.#575-623-8371-753B	402-6-651-340-000	58.98
<b>Vendor QWEST Total:</b>					<b>436.15</b>
<b>Vendor: SANTA FE COUNTY</b>					
SANTA FE COUNTY	CHAV 8-2018	09/07/2018	BOOKING #18-005088	650-6-684-268-000	255.00
<b>Vendor SANTA FE COUNTY Total:</b>					<b>255.00</b>
<b>Vendor: SOUTHWESTERN PUBLIC SERVICE CO</b>					
SOUTHWESTERN PUBLIC SER	CC018788	09/14/2018	ACCT.#54-1797003-1	401-6-691-243-000	91.66
SOUTHWESTERN PUBLIC SER	CC018789	09/12/2018	ACCT.#54-1632663-1	401-6-691-341-000	363.51
SOUTHWESTERN PUBLIC SER	CC018789	09/12/2018	ACCT.#54-1632663-1	401-6-691-341-000	28.39
SOUTHWESTERN PUBLIC SER	CC018789	09/12/2018	ACCT.#54-1632663-1	401-6-699-341-000	553.33
SOUTHWESTERN PUBLIC SER	CC018789	09/12/2018	ACCT.#54-1632663-1	401-6-699-341-000	385.34
SOUTHWESTERN PUBLIC SER	CC018789	09/12/2018	ACCT.#54-1632663-1	401-6-699-341-000	65.18
SOUTHWESTERN PUBLIC SER	CC018789	09/12/2018	ACCT.#54-1632663-1	401-6-699-341-000	255.52
SOUTHWESTERN PUBLIC SER	CC018790	09/10/2018	ACCT.#54-3943804-3	401-6-693-341-000	1,427.23
SOUTHWESTERN PUBLIC SER	CC018791	09/14/2018	ACCT.#54-3943719-9	401-6-691-243-000	41.99
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-612-341-000	116.69
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-613-341-000	116.69
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-616-341-000	116.69
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-621-341-000	116.69
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-621-341-000	233.38
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-622-341-000	442.61
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-624-341-000	535.16
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-625-341-000	116.69
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-631-341-000	241.43
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-6-632-341-000	156.12
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-7-721-341-000	1,656.98
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-7-731-341-000	982.60
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-7-741-341-000	711.40
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	401-7-751-341-000	2,262.96
SOUTHWESTERN PUBLIC SER	CC018792	09/10/2018	ACCT.#54-3943824-7	427-6-638-341-000	241.42
SOUTHWESTERN PUBLIC SER	CC018793	09/13/2018	ACCT.#54-3943725-7	408-8-812-341-000	215.55
SOUTHWESTERN PUBLIC SER	CC018793	09/13/2018	ACCT.#54-7497040-6	408-8-812-341-000	141.45
<b>Vendor SOUTHWESTERN PUBLIC SERVICE CO Total:</b>					<b>11,616.66</b>
<b>Vendor: STANTON RIGGS</b>					
STANTON RIGGS	CC018770	09/19/2018	SETTLEMENT CONF/ALBUQU/	401-6-612-226-000	180.00
<b>Vendor STANTON RIGGS Total:</b>					<b>180.00</b>
<b>Vendor: STATE OF NM OF FINANCE</b>					
STATE OF NM OF FINANCE	CC018769	09/18/2018	SAFETY NET CARE POOL/FY 1	427-6-639-271-000	261,871.98
<b>Vendor STATE OF NM OF FINANCE Total:</b>					<b>261,871.98</b>
<b>Vendor: TIFFANY PADILLA</b>					
TIFFANY PADILLA	091118	09/11/2018	HARICUTS	401-6-645-234-000	105.00
<b>Vendor TIFFANY PADILLA Total:</b>					<b>105.00</b>
<b>Grand Total:</b>					<b>286,456.52</b>

**Fund Summary**

Fund	Expense Amount
401 - GENERAL FUND	11,855.72
402 - ROAD FUND	150.43
408 - EAST GRAND PLAINS VOLFIRE	559.01
410 - MIDWAY VOLUNTEER FIRE FND	39.50
412 - SIERRA VOLUNTEER FIRE FND	27.81
427 - INDIGENT HOSPITAL CLAIMS	262,169.10
432 - DWI GRANT FUNDS	1,000.00
435 - CORRECTION GRANTS	130.41
650 - DETENTION CONSTRUCTION PJ	10,524.54
<b>Grand Total:</b>	<b>286,456.52</b>

**Account Summary**

Account Number	Account Name	Expense Amount
401-6-612-226-000	MILEAGE REIMBURSEME	180.00
401-6-612-341-000	UTILITIES	117.19
401-6-613-341-000	UTILITIES	117.02
401-6-616-341-000	UTILITIES	117.02
401-6-621-341-000	UTILITIES	350.90
401-6-622-341-000	UTILITIES	443.87
401-6-624-341-000	UTILITIES	536.68
401-6-625-341-000	UTILITIES	117.02
401-6-631-341-000	UTILITIES	242.12
401-6-632-341-000	UTILITIES	156.56
401-6-645-234-000	INMATE SUPPLIES	105.00
401-6-645-253-000	DUES & OTHER FEES	20.00
401-6-691-243-000	HIGHWAY LIGHTS	133.65
401-6-691-340-000	TELEPHONE	56.55
401-6-691-341-000	UTILITIES	477.91
401-6-693-341-000	UTILITIES	1,427.23
401-6-699-341-000	UTILITIES	1,282.28
401-7-721-226-000	MILEAGE REIMBURSEME	180.90
401-7-721-230-000	SUPPLIES/TOOLS	163.89
401-7-721-341-000	UTILITIES	1,661.70
401-7-731-341-000	UTILITIES	985.40
401-7-741-341-000	UTILITIES	713.43
401-7-751-341-000	UTILITIES	2,269.40
402-6-651-340-000	TELEPHONE	115.53
402-6-651-341-000	UTILITIES	34.90
408-8-812-340-000	TELEPHONE	146.21
408-8-812-341-000	UTILITIES	412.80
410-8-816-341-000	UTILITIES	39.50
412-8-815-341-000	UTILITIES	27.81
427-6-638-340-000	TELEPHONE	55.01
427-6-638-341-000	UTILITIES	242.11
427-6-639-271-000	SAFETY NET CARE POOL	261,871.98
432-7-761-267-000	CONTRACTUAL SERVICES	1,000.00
435-6-643-340-000	TELEPHONE	130.41
650-6-684-230-000	SUPPLIES/TOOLS	10,053.54
650-6-684-268-000	HOUSING OF PRISONERS	471.00
<b>Grand Total:</b>		<b>286,456.52</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	286,456.52
<b>Grand Total:</b>	<b>286,456.52</b>

A handwritten signature in black ink is written over a rectangular stamp. The stamp contains the text "Approved For Payment" in a bold, sans-serif font. The signature is written in a cursive style across the stamp.



Chaves County, NM

# Expense Approval Register

Packet: APPKT00783 - CHECK RUN/09/24/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: ANAKAREN SIFUENTES</b>					
ANAKAREN SIFUENTES	CC018802	09/24/2018	SHORT TERM DISABILITY	401-6-645-102-000	154.85
			<b>Vendor ANAKAREN SIFUENTES Total:</b>		<u>154.85</u>
<b>Vendor: KRYSTAL GONZALEZ</b>					
KRYSTAL GONZALEZ	CC018804	09/24/2018	REFUND OF GARNISHMENT	401-2-200-011-000	323.98
			<b>Vendor KRYSTAL GONZALEZ Total:</b>		<u>323.98</u>
<b>Vendor: OSBALDO VASQUEZ</b>					
OSBALDO VASQUEZ	CC018803	09/24/2018	SHORT TERM DISABILITY	401-7-758-102-000	500.00
			<b>Vendor OSBALDO VASQUEZ Total:</b>		<u>500.00</u>
			<b>Grand Total:</b>		<u><u>978.83</u></u>

Fund Summary

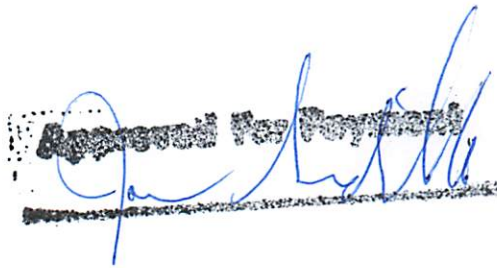
Fund	Expense Amount
401 - GENERAL FUND	978.83
Grand Total:	978.83

Account Summary

Account Number	Account Name	Expense Amount
401-2-200-011-000	MISCELLANEOUS PAYABL	323.98
401-6-645-102-000	REGULAR SALARIES	154.85
401-7-758-102-000	REGULAR SALARIES	500.00
	Grand Total:	978.83

Project Account Summary

Project Account Key	Expense Amount
**None**	978.83
Grand Total:	978.83





# Expense Approval Register

Packet: APPKT00788 - CHECK RUN/09/28/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: ALTON'S POWER BLOCK GYM INC</b>					
ALTON'S POWER BLOCK GYM	INV0002270	09/27/2018	ALTON'S POWER BLOCK GYM	402-2-200-024-000	26.95
ALTON'S POWER BLOCK GYM	INV0002270	09/27/2018	ALTON'S POWER BLOCK GYM	427-2-200-024-000	24.10
<b>Vendor ALTON'S POWER BLOCK GYM INC Total:</b>					<b>51.05</b>
<b>Vendor: AMANDA BEAGLES-CLARK</b>					
AMANDA BEAGLES-CLARK	CC018805	09/21/2018	GRANTS/09/21/1	650-6-684-228-000	10.00
<b>Vendor AMANDA BEAGLES-CLARK Total:</b>					<b>10.00</b>
<b>Vendor: BAMBI NALLEY</b>					
BAMBI NALLEY	INV0002277	09/27/2018	SEELY DM-2013-443	401-2-200-018-000	115.38
<b>Vendor BAMBI NALLEY Total:</b>					<b>115.38</b>
<b>Vendor: BELL GAS INC.</b>					
BELL GAS INC.	15162	09/05/2018	ACCT.#10693	402-6-653-223-000	18,686.52
BELL GAS INC.	15399	09/19/2018	ACCT.#10693	402-6-653-223-000	15,428.04
BELL GAS INC.	237036	09/20/2018	ACCT.#070065	402-6-653-223-000	3,183.18
<b>Vendor BELL GAS INC. Total:</b>					<b>37,297.74</b>
<b>Vendor: BOHANNAN HUSTON INC</b>					
BOHANNAN HUSTON INC	103049	09/17/2018	PROJECT #20190251	402-6-651-260-000	1,083.13
<b>Vendor BOHANNAN HUSTON INC Total:</b>					<b>1,083.13</b>
<b>Vendor: CARRIE HARDY</b>					
CARRIE HARDY	INV0002274	09/27/2018	Thomas Ray/DM-2010-331	401-2-200-018-000	250.00
<b>Vendor CARRIE HARDY Total:</b>					<b>250.00</b>
<b>Vendor: CITY OF ROSWELL</b>					
CITY OF ROSWELL	CC018801	09/04/2018	ACCT.#137415-52228	452-8-832-341-000	18.07
<b>Vendor CITY OF ROSWELL Total:</b>					<b>18.07</b>
<b>Vendor: COOPERATIVE EDUCATIONAL SVCS.</b>					
COOPERATIVE EDUCATIONAL	24-078603	09/01/2018	ACCT.#CHAVESCOUNTY	402-6-653-104-000	1,133.54
COOPERATIVE EDUCATIONAL	24-080115	09/13/2018	ACCT.#CHAVESCOUNTY	402-6-653-104-000	496.24
COOPERATIVE EDUCATIONAL	24-080130	09/13/2018	ACCT.#CHAVESCOUNTY	401-6-691-230-000	3,805.23
COOPERATIVE EDUCATIONAL	24-080281	09/18/2018	ACCT.#CHAVESCOUNTY	402-6-653-104-000	850.16
COOPERATIVE EDUCATIONAL	24-080408	09/21/2018	ACCT.#CHAVESCOUNTY	650-6-684-230-000	2,164.87
COOPERATIVE EDUCATIONAL	24-080487	09/24/2018	ACCT.#CHAVESCOUNTY	402-6-653-104-000	1,133.54
COOPERATIVE EDUCATIONAL	24-080563	09/26/2018	ACCT.# CHAVESCOUNTY	650-6-684-230-000	215.64
COOPERATIVE EDUCATIONAL	24-080590	09/27/2018	ACCT.#CHAVESCOUNTY	650-6-684-230-000	1,122.20
<b>Vendor COOPERATIVE EDUCATIONAL SVCS. Total:</b>					<b>10,921.42</b>
<b>Vendor: DEERE CREDIT INC</b>					
DEERE CREDIT INC	2049853	09/09/2018	ACCT.#030-0061556-007	402-6-653-251-000	3,235.72
<b>Vendor DEERE CREDIT INC Total:</b>					<b>3,235.72</b>
<b>Vendor: JANET GOMEZ</b>					
JANET GOMEZ	CC018826	09/27/2018	SUPPLIES FOR ENM STATE FA	427-6-638-230-000	14.02
<b>Vendor JANET GOMEZ Total:</b>					<b>14.02</b>
<b>Vendor: JEANINE CORN BEST</b>					
JEANINE CORN BEST	INV0002276	09/27/2018	J.BEST/ Cause # DM-2007-01	452-2-200-018-000	154.62
<b>Vendor JEANINE CORN BEST Total:</b>					<b>154.62</b>
<b>Vendor: LEGALSHIELD</b>					
LEGALSHIELD	INV0002268	09/27/2018	LEGAL SHIELD PAYABLE	401-2-200-022-000	386.65
LEGALSHIELD	INV0002268	09/27/2018	LEGAL SHIELD PAYABLE	402-2-200-022-000	170.40
<b>Vendor LEGALSHIELD Total:</b>					<b>557.05</b>
<b>Vendor: MCI COMM. SERVICE</b>					
MCI COMM. SERVICE	CC018810	09/19/2018	ACCT.#6N754680	401-6-691-340-000	67.56
<b>Vendor MCI COMM. SERVICE Total:</b>					<b>67.56</b>



Expense Approval Register

Packet: APPKT00788 - CHECK RUN/09/28/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: NANCY FRAM</b>					
NANCY FRAM	CC018800	09/27/2018	LEASE/110 E. MESCALERO R	635-6-682-375-000	11,000.00
<b>Vendor NANCY FRAM Total:</b>					<b>11,000.00</b>
<b>Vendor: NEW MEXICO GAS COMPANY INC</b>					
NEW MEXICO GAS COMPAN	CC018823	09/14/2018	ACCT.#075706312-0781188-	412-8-815-341-000	27.51
NEW MEXICO GAS COMPAN	CC018824	09/14/2018	ACCT.#078156501-0805690-	650-6-684-341-000	850.33
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-612-341-000	1.25
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-613-341-000	0.83
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-616-341-000	0.83
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-621-341-000	1.25
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-621-341-000	0.83
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-622-341-000	3.16
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-624-341-000	3.82
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-625-341-000	0.83
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-631-341-000	1.73
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-6-632-341-000	1.12
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-7-721-341-000	11.84
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-7-731-341-000	7.02
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-7-741-341-000	5.08
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	401-7-751-341-000	16.17
NEW MEXICO GAS COMPAN	CC018825	09/13/2018	ACCT.#115435453-1201470-	427-6-638-341-000	1.75
<b>Vendor NEW MEXICO GAS COMPANY INC Total:</b>					<b>935.35</b>
<b>Vendor: NEW MEXICO STATE LIBRARY</b>					
NEW MEXICO STATE LIBRARY	0002018	09/01/2018	ANNUAL ALLOCATION	401-6-671-436-000	525.00
<b>Vendor NEW MEXICO STATE LIBRARY Total:</b>					<b>525.00</b>
<b>Vendor: NM ASSOC. OF DRUG COURT PROGESSIONALS</b>					
NM ASSOC. OF DRUG COURT	CC018808	09/19/2018	NMA DRUG COURT TRAININ	631-8-886-224-000	200.00
<b>Vendor NM ASSOC. OF DRUG COURT PROGESSIONALS Total:</b>					<b>200.00</b>
<b>Vendor: NM RETIREE HEALTH CARE AUTHORITY</b>					
NM RETIREE HEALTH CARE A	INV0002294	09/27/2018	NM RETIREE HEALTH CARE P	401-2-200-020-000	6,679.91
NM RETIREE HEALTH CARE A	INV0002294	09/27/2018	NM RETIREE HEALTH CARE P	402-2-200-020-000	1,769.52
NM RETIREE HEALTH CARE A	INV0002294	09/27/2018	NM RETIREE HEALTH CARE P	427-2-200-020-000	95.79
NM RETIREE HEALTH CARE A	INV0002294	09/27/2018	NM RETIREE HEALTH CARE P	432-2-200-020-000	148.05
NM RETIREE HEALTH CARE A	INV0002294	09/27/2018	NM RETIREE HEALTH CARE P	435-2-200-020-000	74.95
NM RETIREE HEALTH CARE A	INV0002294	09/27/2018	NM RETIREE HEALTH CARE P	437-2-200-020-000	56.45
NM RETIREE HEALTH CARE A	INV0002294	09/27/2018	NM RETIREE HEALTH CARE P	452-2-200-020-000	400.02
NM RETIREE HEALTH CARE A	INV0002295	09/27/2018	NM Retiree HealthCare Law	401-2-200-020-000	2,513.29
NM RETIREE HEALTH CARE A	INV0002295	09/27/2018	NM Retiree HealthCare Law	431-2-200-020-000	59.66
<b>Vendor NM RETIREE HEALTH CARE AUTHORITY Total:</b>					<b>11,797.64</b>
<b>Vendor: NORTHSTAR PLUMBING &amp; HEATING</b>					
NORTHSTAR PLUMBING & H	5796	09/25/2018	LABOR & MATERIAL	401-6-696-257-000	453.19
<b>Vendor NORTHSTAR PLUMBING &amp; HEATING Total:</b>					<b>453.19</b>
<b>Vendor: POWER FORD</b>					
POWER FORD	1417	09/18/2018	VIN#1FTMF1EB7JFD61417	631-8-884-372-000	43,811.00
POWER FORD	1418	09/19/2018	VIN#1FTMF1EB9JFD61418	631-8-884-372-000	43,811.00
<b>Vendor POWER FORD Total:</b>					<b>87,622.00</b>
<b>Vendor: QWEST</b>					
QWEST	CC018811	09/13/2018	ACCT.#575-347-2145-601B	410-8-816-340-000	81.30
<b>Vendor QWEST Total:</b>					<b>81.30</b>
<b>Vendor: ROBERT CORN</b>					
ROBERT CORN	CC018806	09/26/2018	MEETING/DEPT OF INTERIOR	401-6-611-226-000	181.35
<b>Vendor ROBERT CORN Total:</b>					<b>181.35</b>
<b>Vendor: ROSWELL CHAMBER OF COMMERCE</b>					
ROSWELL CHAMBER OF CO	12076	09/23/2018	ALLOCATION/FY 18-19	401-6-672-426-000	4,791.66
<b>Vendor ROSWELL CHAMBER OF COMMERCE Total:</b>					<b>4,791.66</b>
<b>Vendor: ROSWELL CHAVES COUNTY EDC</b>					
ROSWELL CHAVES COUNTY E	FY 18-19-1	09/01/2018	ANNUAL ALLOCATION/FY 18-	605-6-672-428-000	4,062.50

## Expense Approval Register

Packet: APPKT00788 - CHECK RUN/09/28/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ROSWELL CHAVES COUNTY E	FY 18-19	09/01/2018	ANNUAL ALLOCATION/FY 1	605-6-672-428-000	4,062.50
Vendor ROSWELL CHAVES COUNTY EDC Total:					8,125.00
<b>Vendor: ROSWELL TIRE &amp; APPLIANCE</b>					
ROSWELL TIRE & APPLIANCE	154344	09/17/2018	ACCT.#980409932	402-6-653-221-000	1,529.76
ROSWELL TIRE & APPLIANCE	154460	09/24/2018	ACCT.#980409932	402-6-653-221-000	1,007.76
Vendor ROSWELL TIRE & APPLIANCE Total:					2,537.52
<b>Vendor: SOUTHWESTERN PUBLIC SERVICE CO</b>					
SOUTHWESTERN PUBLIC SER	CC018812	09/21/2018	ACCT.#54-3943811-2	452-8-832-341-000	164.32
SOUTHWESTERN PUBLIC SER	CC018813	09/17/2018	ACCT.#54-3949471-2	650-6-684-341-000	13,046.55
SOUTHWESTERN PUBLIC SER	CC018814	09/18/2018	ACCT.#54-3943737-1	401-6-691-243-000	34.93
SOUTHWESTERN PUBLIC SER	CC018815	09/17/2018	ACCT.#54-3943798-4	401-6-691-243-000	54.84
SOUTHWESTERN PUBLIC SER	CC018816	09/19/2018	ACCT.#54-3943772-4	401-6-691-243-000	42.75
SOUTHWESTERN PUBLIC SER	CC018817	09/18/2018	ACCT.#54-3949421-2	412-8-815-341-000	118.50
SOUTHWESTERN PUBLIC SER	CC018817	09/18/2018	ACCT.#54-0010784288-9	412-8-815-341-000	96.07
SOUTHWESTERN PUBLIC SER	CC018818	09/17/2018	ACCT.#54-3949465-4	402-6-651-341-000	1,109.19
SOUTHWESTERN PUBLIC SER	CC018819	09/17/2018	ACCT.#54-1485939-1	401-6-693-341-000	43.24
SOUTHWESTERN PUBLIC SER	CC018820	09/19/2018	ACCT.#54-3943703-1	401-6-691-243-000	40.97
SOUTHWESTERN PUBLIC SER	CC018821	09/19/2018	ACCT.#54-3943686-9	401-6-691-243-000	37.16
SOUTHWESTERN PUBLIC SER	CC018822	09/21/2018	ACCT.#54-8936266-1	412-8-815-341-000	31.23
Vendor SOUTHWESTERN PUBLIC SERVICE CO Total:					14,819.75
<b>Vendor: STATE OF NEW MEXICO</b>					
STATE OF NEW MEXICO	INV0002271	09/27/2018	C Childress/Cause# 0001110	401-2-200-018-000	61.14
STATE OF NEW MEXICO	INV0002271	09/27/2018	C Childress/Cause# 0001110	431-2-200-018-000	9.94
STATE OF NEW MEXICO	INV0002273	09/27/2018	A.Perez/Cause# 165742	401-2-200-018-000	151.85
STATE OF NEW MEXICO	INV0002275	09/27/2018	S Ouillette/000085580	401-2-200-018-000	201.23
STATE OF NEW MEXICO	INV0002278	09/27/2018	J.JOHNSON 000088516	401-2-200-018-000	449.08
STATE OF NEW MEXICO	INV0002279	09/27/2018	RAMIREZ/000327532	401-2-200-018-000	172.26
STATE OF NEW MEXICO	INV0002279	09/27/2018	RAMIREZ/000327532	431-2-200-018-000	40.97
STATE OF NEW MEXICO	INV0002280	09/27/2018	000154416 J. TARIN	401-2-200-018-000	94.62
STATE OF NEW MEXICO	INV0002281	09/27/2018	8954 MATTA	402-2-200-018-000	138.46
STATE OF NEW MEXICO	INV0002283	09/27/2018	000237989-SALSBERY	401-2-200-018-000	179.08
STATE OF NEW MEXICO	INV0002284	09/27/2018	000207247-PADILLA	401-2-200-018-000	144.54
STATE OF NEW MEXICO	INV0002285	09/27/2018	000161340-PADILLA	401-2-200-018-000	144.54
STATE OF NEW MEXICO	INV0002286	09/27/2018	000112931-PADILLA	401-2-200-018-000	144.54
STATE OF NEW MEXICO	INV0002287	09/27/2018	000324111-GODFREY	401-2-200-018-000	168.00
Vendor STATE OF NEW MEXICO Total:					2,100.25
<b>Vendor: TEXAS CHILD SUPPORT SDU</b>					
TEXAS CHILD SUPPORT SDU	INV0002272	09/27/2018	AG# 0012436698/Cause#CC-	401-2-200-018-000	136.17
TEXAS CHILD SUPPORT SDU	INV0002272	09/27/2018	AG# 0012436698/Cause#CC-	431-2-200-018-000	22.14
TEXAS CHILD SUPPORT SDU	INV0002282	09/27/2018	0009646845 MATTA,RAY	402-2-200-011-000	189.98
TEXAS CHILD SUPPORT SDU	INV0002288	09/27/2018	0013646700 GODFREY, AAR	401-2-200-011-000	141.69
Vendor TEXAS CHILD SUPPORT SDU Total:					489.98
<b>Vendor: THE FORD HOUSE, LLC</b>					
THE FORD HOUSE, LLC	201003	09/01/2018	ACCT.#RF1017283	402-6-653-221-000	24.82
Vendor THE FORD HOUSE, LLC Total:					24.82
<b>Vendor: TONI GOMEZ</b>					
TONI GOMEZ	CC018809	09/27/2018	LCIP MEETING/09/25/18-09/	401-7-741-226-000	177.30
Vendor TONI GOMEZ Total:					177.30
<b>Vendor: UNITED WAY OF CHAVES COUNTY</b>					
UNITED WAY OF CHAVES CO	INV0002266	09/27/2018	UNITED WAY PAYABLE	401-2-200-010-000	269.95
UNITED WAY OF CHAVES CO	INV0002266	09/27/2018	UNITED WAY PAYABLE	402-2-200-010-000	35.00
UNITED WAY OF CHAVES CO	INV0002266	09/27/2018	UNITED WAY PAYABLE	427-2-200-010-000	6.00
UNITED WAY OF CHAVES CO	INV0002266	09/27/2018	UNITED WAY PAYABLE	431-2-200-010-000	0.27
UNITED WAY OF CHAVES CO	INV0002266	09/27/2018	UNITED WAY PAYABLE	452-2-200-010-000	10.00
Vendor UNITED WAY OF CHAVES COUNTY Total:					321.22
<b>Vendor: VALERIE J. RAMIREZ</b>					
VALERIE J. RAMIREZ	INV0002296	09/27/2018	H. RAMIREZ DM-2017-00105	401-2-200-018-000	86.21

Expense Approval Register

Packet: APPKT00788 - CHECK RUN/09/28/18

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VALERIE J. RAMIREZ	INV0002296	09/27/2018	H. RAMIREZ DM-2017-00105	431-2-200-018-000	6.10
<b>Vendor VALERIE J. RAMIREZ Total:</b>					<u>92.31</u>
<b>Vendor: WILL CAVIN</b>					
WILL CAVIN	CC018807	09/26/2018	CDBG AWARDS/09/18/18-09	401-6-611-225-000	421.44
WILL CAVIN	CC018807	09/26/2018	CDBG AWARDS/09/18/18-09	401-6-611-226-000	179.10
<b>Vendor WILL CAVIN Total:</b>					<u>600.54</u>
<b>Grand Total:</b>					<u><u>200,651.94</u></u>

## Fund Summary

Fund	Expense Amount
401 - GENERAL FUND	23,401.61
402 - ROAD FUND	51,231.91
410 - MIDWAY VOLUNTEER FIRE FND	81.30
412 - SIERRA VOLUNTEER FIRE FND	273.31
427 - INDIGENT HOSPITAL CLAIMS	141.66
431 - PUBLIC SAFETY GRANT	139.08
432 - DWI GRANT FUNDS	148.05
435 - CORRECTION GRANTS	74.95
437 - ENVIRONMENTAL TAX	56.45
452 - FLOOD CONTROL	747.03
605 - ECONOMIC DEVELOPMENT PROJ	8,125.00
631 - OTHER GRANTS & CONTRACTS	87,822.00
635 - EMERGENCY/CAPITAL OUTLAY	11,000.00
650 - DETENTION CONSTRUCTION PJ	17,409.59
<b>Grand Total:</b>	<b>200,651.94</b>

## Account Summary

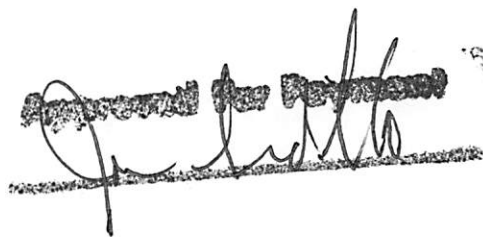
Account Number	Account Name	Expense Amount
401-2-200-010-000	UNITED WAY PAYABLE	269.95
401-2-200-011-000	MISCELLANEOUS PAYABL	141.69
401-2-200-018-000	CHILD ENFORCEMENT P	2,498.64
401-2-200-020-000	RETIREE H/C PAYABLE	9,193.20
401-2-200-022-000	PRE-PAID LEGAL PAYABL	386.65
401-6-611-225-000	PER DIEM EXPENSE	421.44
401-6-611-226-000	MILEAGE REIMBURSEME	360.45
401-6-612-341-000	UTILITIES	1.25
401-6-613-341-000	UTILITIES	0.83
401-6-616-341-000	UTILITIES	0.83
401-6-621-341-000	UTILITIES	2.08
401-6-622-341-000	UTILITIES	3.16
401-6-624-341-000	UTILITIES	3.82
401-6-625-341-000	UTILITIES	0.83
401-6-631-341-000	UTILITIES	1.73
401-6-632-341-000	UTILITIES	1.12
401-6-671-436-000	NM STATE LIBRARY	525.00
401-6-672-426-000	CHAMBER OF COMMER	4,791.66
401-6-691-230-000	SUPPLIES/TOOLS	3,805.23
401-6-691-243-000	HIGHWAY LIGHTS	210.65
401-6-691-340-000	TELEPHONE	67.56
401-6-693-341-000	UTILITIES	43.24
401-6-696-257-000	FACILITY MAINT/REPAIR	453.19
401-7-721-341-000	UTILITIES	11.84
401-7-731-341-000	UTILITIES	7.02
401-7-741-226-000	MILEAGE REIMBURSEME	177.30
401-7-741-341-000	UTILITIES	5.08
401-7-751-341-000	UTILITIES	16.17
402-2-200-010-000	UNITED WAY PAYABLE	35.00
402-2-200-011-000	MISCELLANEOUS PAYABL	189.98
402-2-200-018-000	CHILD ENFORCEMENT P	138.46
402-2-200-020-000	RETIREE H/C PAYABLE	1,769.52
402-2-200-022-000	PRE-PAID LEGAL PAYABL	170.40
402-2-200-024-000	ALTONS POWER BLOCK	26.95
402-6-651-260-000	PROFESSIONAL SERVICE	1,083.13
402-6-651-341-000	UTILITIES	1,109.19
402-6-653-104-000	TEMPORARY SALARIES	3,613.48
402-6-653-221-000	VEH/HVY EQUIP. REPAIR	2,562.34
402-6-653-223-000	VEHICLE FUELS	37,297.74
402-6-653-251-000	RENTALS	3,235.72
410-8-816-340-000	TELEPHONE	81.30

**Account Summary**

Account Number	Account Name	Expense Amount
412-8-815-341-000	UTILITIES	273.31
427-2-200-010-000	UNITED WAY PAYABLE	6.00
427-2-200-020-000	RETIREE H/C PAYABLE	95.79
427-2-200-024-000	ALTONS POWER BLOCK	24.10
427-6-638-230-000	SUPPLIES/TOOLS	14.02
427-6-638-341-000	UTILITIES	1.75
431-2-200-010-000	UNITED WAY PAYABLE	0.27
431-2-200-018-000	CHILD ENFORCEMENT P	79.15
431-2-200-020-000	RETIREE H/C PAYABLE	59.66
432-2-200-020-000	RETIREE H/C PAYABLE	148.05
435-2-200-020-000	RETIREE H/C PAYABLE	74.95
437-2-200-020-000	RETIREE H/C PAYABLE	56.45
452-2-200-010-000	UNITED WAY PAYABLE	10.00
452-2-200-018-000	CHILD ENFORCEMENT P	154.62
452-2-200-020-000	RETIREE H/C PAYABLE	400.02
452-8-832-341-000	UTILITIES	182.39
605-6-672-428-000	ECONOMIC GRANTS TO	8,125.00
631-8-884-372-000	VEHICLES - COUNTY	87,622.00
631-8-886-224-000	TRAINING	200.00
635-6-682-375-000	LEASE PURCHASES	11,000.00
650-6-684-228-000	TRANSPORT PRISONERS	10.00
650-6-684-230-000	SUPPLIES/TOOLS	3,502.71
650-6-684-341-000	UTILITIES	13,896.88
	<b>Grand Total:</b>	<b>200,651.94</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	200,651.94
<b>Grand Total:</b>	<b>200,651.94</b>



A handwritten signature in black ink is written over a rectangular stamp. The signature is cursive and appears to read 'G. Smith'. The stamp is mostly illegible but contains some text and a date.



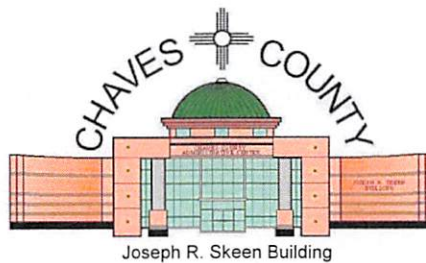
# September 2018 P-Card Report

<b>Account</b>	<b>Department</b>	<b>Item Total</b>
<b>401-2-200 Total</b>	<i>Benefit Source (Payroll)</i>	\$19,973.37
<b>401-6-611 Total</b>	<i>Commissioners</i>	\$1,899.62
<b>401-6-612 Total</b>	<i>County Manager</i>	\$925.01
<b>401-6-613 Total</b>	<i>Human Resources</i>	\$420.39
<b>401-6-614 Total</b>	<i>Safety</i>	\$2,503.83
<b>401-6-616 Total</b>	<i>Fire &amp; Emergency Services</i>	\$1,383.74
<b>401-6-621 Total</b>	<i>Public Works</i>	\$1,584.07
<b>401-6-622 Total</b>	<i>Information Technology</i>	\$827.87
<b>401-6-624 Total</b>	<i>Planning &amp; Zoning</i>	\$1,128.51
<b>401-6-625 Total</b>	<i>Purchasing</i>	\$406.91
<b>401-6-631 Total</b>	<i>Finance Dept</i>	\$810.27
<b>401-6-632 Total</b>	<i>Community Development</i>	\$91.56
<b>401-6-641 Total</b>	<i>Detention Administration</i>	\$972.47
<b>401-6-642 Total</b>	<i>Adult Detention</i>	\$1,011.52
<b>401-6-645 Total</b>	<i>Juvenile CCJD</i>	\$1,883.60
<b>401-6-691 Total</b>	<i>Facility Maintenance</i>	\$5,471.63
<b>401-6-692 Total</b>	<i>Courthouse Maintenance</i>	\$2,077.03
<b>401-6-693 Total</b>	<i>Facility Maintenance. Health Dept.</i>	\$951.31
<b>401-6-694 Total</b>	<i>Facility Maintenance. CC Road Dept.</i>	\$119.51
<b>401-6-696 Total</b>	<i>Operating Expense - CCDC</i>	\$201.23
<b>401-6-699 Total</b>	<i>St. Mary Complex</i>	\$71.11
<b>401-7-721 Total</b>	<i>Clerk Admin</i>	\$4,340.50
<b>401-7-722 Total</b>	<i>Clerk Bureau Elec.</i>	\$1,149.33
<b>401-7-731 Total</b>	<i>Assessor Admin</i>	\$1,633.14
<b>401-7-732 Total</b>	<i>Assessor Appraisal</i>	\$2,200.00
<b>401-7-741 Total</b>	<i>Treasurer Dept.</i>	\$651.22
<b>401-7-751 Total</b>	<i>Sheriff Admin</i>	\$13,146.20
<b>401-7-752 Total</b>	<i>Sheriff Patrol &amp; Investigation</i>	\$535.75
<b>402-6-651 Total</b>	<i>Road Admin</i>	\$1,464.39
<b>402-6-652 Total</b>	<i>Road Shop</i>	\$1,977.84
<b>402-6-653 Total</b>	<i>Road Construction &amp; Maintenance</i>	\$22,679.77
<b>402-6-654 Total</b>	<i>Road Vector Control</i>	\$4.54
<b>407-8-811 Total</b>	<i>Dunken FD</i>	\$374.27
<b>408-8-812 Total</b>	<i>East Grand Plains FD</i>	\$654.26
<b>409-8-813 Total</b>	<i>Penasco FD</i>	\$749.74
<b>410-8-816 Total</b>	<i>Midway FD</i>	\$6,031.75
<b>411-8-814 Total</b>	<i>Berrendo FD</i>	\$1,885.26
<b>412-8-815 Total</b>	<i>Sierra FD</i>	\$8,479.85
<b>413-8-818 Total</b>	<i>Rio Felix FD</i>	\$864.25
<b>414-8-819 Total</b>	<i>Fire District #8</i>	\$6,690.20
<b>425-8-829 Total</b>	<i>Fire &amp; Ambulance</i>	\$13,156.61

<b>427-6-638 Total</b>	<i>Indigent</i>	\$203.99
<b>432-7-761 Total</b>	<i>DWI</i>	\$1,213.22
<b>452-8-832 Total</b>	<i>Flood Dept.</i>	\$5,229.70
<b>628-7-733 Total</b>	<i>Assessor</i>	\$2,210.20
<b>631-8-872 Total</b>	<i>Other Grants and Contracts</i>	\$4,850.05
<b>650-6-684 Total</b>	<i>CCDC Construction Fund</i>	\$8,377.31
<b>670-6-671 Total</b>	<i>Internal Services</i>	\$4,499.07
<b>Grand Total</b>		\$159,966.97



**CHAVES COUNTY  
ROAD DEPARTMENT**  
1505 East Brasher Road  
Roswell, New Mexico 88203  
Phone: 575-624-6610  
Fax: 575-627-4360



**COMMISSIONERS**  
James W. Duffey · District 1  
T. Calder Ezzell Jr. · District 2  
Jeff Bilberry · District 3  
Robert Corn · District 4  
William E. Cavin · District 5

**Road Operations Director**  
Joe E. West

**County Manager**  
Stanton L. Riggs

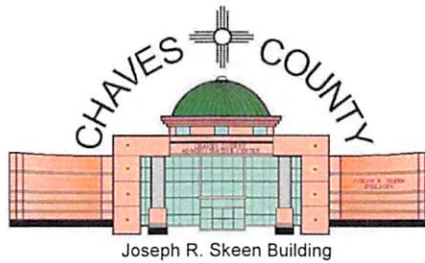
**August 2018**

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MAN-HOURS	8,165.50	
MANPOWER COST		\$230,673.60
MAN-HOURS ON ROAD PROJECTS	7,100.00	
MANPOWER COST ON ROAD PROJECTS		\$204,643.30
MILES BLADED	139.09	
MILES MOWED	323.25	
VEHICLE MILEAGE and OFF-ROAD HOURS	5,920.65	
VEHICLE AND EQUIPMENT COSTS		\$222,485.89
GALLONS WATER HAULED	180,475.00	
COST OF CITY WATER		\$145.48
COST OF PRIVATE BILLED WATER		\$0.00
MATERIAL HAULED (cubic yards)		
CHIPS USED ON ROAD PROJECTS	2,795.00	\$47,179.60
BASE COURSE USED ON ROAD PROJECTS	910.00	\$3,039.40
COLD MIX USED ON ROAD PROJECTS	32.40	\$2,268.00
FINES USED ON ROAD PROJECTS	0.00	\$0.00
MILLINGS	0.00	\$0.00
PIT RUN USED ON ROAD PROJECTS	0.00	\$0.00
RIP RAP USED ON ROAD PROJECTS	0.00	\$0.00
ROAD OIL		\$184,940.69
DEMURRAGE		\$297.50
GAS (gallons)	2453.00	\$6,530.99
DIESEL (gallons)	5664.60	\$15,435.91
GAS - Dunken (gallons)	297.70	\$793.87
DIESEL - Dunken (gallons)	605.10	\$1,646.49
COST OF ROADWORK		\$689,407.12
COST OF SOLID WASTE		\$10,682.22

**JOE E. WEST**  
**ROAD OPERATIONS DIRECTOR**

**CHAVES COUNTY  
ROAD DEPARTMENT**  
1505 East Brasher Road  
Roswell, New Mexico 88203  
Phone: 575-624-6610  
Fax: 575-627-4360



**COMMISSIONERS**  
James W. Duffey · District 1  
T. Calder Ezzell Jr. · District 2  
Jeff Bilberry · District 3  
Robert Corn · District 4  
William E. Cavin · District 5

**Road Operations Director**  
Joe E. West

**County Manager**  
Stanton L. Riggs

**September 2018**

MAN-HOURS	7,286.00	
MANPOWER COST		\$208,279.46
MAN-HOURS ON ROAD PROJECTS	5,788.00	
MANPOWER COST ON ROAD PROJECTS		\$168,842.96
MILES BLADED	129.00	
MILES MOWED	312.75	
VEHICLE MILEAGE and OFF-ROAD HOURS	4,950.75	
VEHICLE AND EQUIPMENT COSTS		\$186,794.55
GALLONS WATER HAULED	284,050.00	
COST OF CITY WATER		\$176.84
COST OF PRIVATE BILLED WATER		\$0.00
MATERIAL HAULED (cubic yards)		
CHIPS USED ON ROAD PROJECTS	1,470.00	\$23,669.00
BASE COURSE USED ON ROAD PROJECTS	170.00	\$567.80
COLD MIX USED ON ROAD PROJECTS	0.00	\$2,268.00
FINES USED ON ROAD PROJECTS	0.00	\$0.00
MILLINGS	0.00	\$0.00
PIT RUN USED ON ROAD PROJECTS	30.00	\$180.00
RIP RAP USED ON ROAD PROJECTS	0.00	\$0.00
ROAD OIL		\$82,596.39
DEMURRAGE		\$0.00
GAS (gallons)	1860.90	\$4,502.48
DIESEL (gallons)	7332.40	\$19,849.47
GAS - Dunken (gallons)	360.90	\$876.41
DIESEL - Dunken (gallons)	489.20	\$1,310.12
COST OF ROADWORK		\$491,634.02
COST OF SOLID WASTE		\$10,171.38

  
 \_\_\_\_\_  
**JOE E. WEST**  
**ROAD OPERATIONS DIRECTOR**



**Britt Snyder, Sheriff**  
jbsnyder@co.chaves.nm.us

## Sheriff's Monthly Statistics Report September 2018

Commission Meeting: October 18, 2018

<u>Total Number of Arrests:</u>	<u>66</u>
Adult:	66
Juvenile:	0

<u>Total Number of DWI's:</u>	<u>2</u>
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<u>Total Number of Arrest Citations:</u>	<u>29</u>
Adult:	20
Juvenile:	9

<u>Total Number of Traffic Citations:</u>	<u>228</u>
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<u>Total Number of Accident Reports:</u>	<u>8</u>
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**CCSO Mileage Report**  
September 2018

Unit #	Year	Make	Model	Assigned to	Mileage Beg.	Mileage End	Total
956	2014	Ford	Taurus	Padilla, Olivia	89568	91387	1819
937	2015	Chevy	Caprice	Alba, Alberto	64851	67300	2449
957	2014	Ford	Taurus	At Road Dept	99842	99842	0
910	2014	Ford	F-150 4x4	Baker, Shane	56300	57070	770
941	2014	Ford	Taurus	Barrientos, Miguel	78901	81731	2830
900	2013	Ford	Taurus	Beagles-Clark, Amanda	111631	113707	2076
946	2014	Ford	Taurus	Burkowski, Michael	103390	105067	1677
930	2014	Ford	Taurus	Cassidy, Maria	38520	39017	497
921	2013	Ford	Taurus	Chavez, Rebecca	132428	134175	1747
933	2017	Ford	Explorer	Childress, Colter	20964	22458	1494
901	2016	Ford	F-250 Crew Cab	Drake, Charles	81730	84810	3080
953	2010	Ford	Expedition	Drake, Charles/Spare	123281	123714	433
938	2015	Chevy	Caprice	Hardy, Travis	76533	78393	1860
909	2010	Ford	F-150	Hite, Laura (AC)	135260	136504	1244
905	2017	Ford	F-150	Hohle, Doug	23690	25170	1480
943	2014	Ford	Taurus	Johnson, James	68285	69261	976
931	2008	Ford	Crown Victoria	Mason, James	114499	114499	0
951	2010	Ford	Crown Victoria	McDaniel, Dallas	76754	77229	475
915	2008	Dodge	Charger	Ornelas, Daniel	88940	89746	806
906	2013	Ford	Taurus	Padilla, Olivia/Wrecked	127643	127643	0
929	2013	Ford	Explorer	Perez, Agustin	57230	57858	628
923	2005	Ford	F-150	Perham, Doug	103906	104188	282
944	2014	Ford	Taurus	Ramirez, Giovanni	83692	84320	628
902	2009	Ford	F-150	Ramirez, Hector	175288	176112	824
912	2016	Ford	Expedition 4x4/Wrecked	Ramirez, Hector	51220	52600	1380
911	2016	Ford	Expedition 4x4	Ramirez, Joel	54471	56821	2350
913	2016	Ford	Expedition 4x4	Ray, Mike	49140	50518	1378
960	2007	Ford	Crown Victoria	Sedillo, Tony	101156	103408	2252
939	2015	Chevy	Caprice	Seely, Will	66173	68523	2350
903	2014	Ford	F-150	Serna, Jimmy (AC)	62542	64176	1634
955	2013	Ford	Focus	Serrano, Agustin (Civil)	81799	83397	1598
934	2017	Ford	Explorer	Shannon, Mike	40215	42901	2686
945	2014	Ford	Taurus	Silvas, Pedro	83984	85672	1688
947	2013	Chevy	Tahoe	Snyder, Britt	40153	40320	167
919	2009	Ford	Crown Victoria	Spare	146428	146428	0
924	2008	Ford	Crown Victoria	Spare	126631	126631	0
942	2011	Ford	Crown Victoria	Spare	114152	114152	0
948	2011	Ford	Crown Victoria	Spare	124478	124478	0
952	2010	Ford	Expedition	Spare	137467	137467	0
908	2013	Ford	Taurus	Stephenson, Landon	133595	135135	1540
918	2006	Ford	Van	Transport	118182	118525	343
928	2010	Dodge	Van	Transport	149762	150273	511
962	2015	Dodge	Caravan	Transport	90209	91126	917

920	2008	Ford	Crown Victoria	Valderaz, Raul	87800	88260	460
935	2017	Ford	Explorer	Whitzel, David	28015	30185	2170
<b>TOTAL:</b>							<b>51499</b>