

QUAY COUNTY GOVERNMENT

300 South Third Street
P.O. Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
Fax: (575) 461-6208

AGENDA REGULAR SESSION QUAY COUNTY BOARD OF COMMISSIONERS April 14, 2014

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session March 24, 2014

Approval/Amendment of Agenda

Public Comments

Ongoing Business-None

New Business

- I. **Franklin McCasland, Quay County Resident**
 - Request Approval of PERA Qualification Record for David McCasland, Rural III Volunteer Firefighter

- II. **Sandy Chancey, Executive Director of Eastern Plains Council of Governments**
 - Request Approval of 2013-2014 Resolution No. 31 for Membership with Eastern Plains Council of Governments

- III. **Bryan Rinestine, DWI Administrator**
 - Quarterly Report of Activity

- IV. **Dainetta Kroeker, Tucumcari Public Library Director**
 - Request Approval of Funding Request for FY 2015
 - Request Approval of County Representative to the City Library Board

- V. **Ron Jones, USDA/NM Wildlife Services**
 - Request Approval of FY2015 Funding Request



DOC #CM-00332

04/29/2014 10:53 AM Doc Type: COCOM

Fee (No FieldTag Finance TotalFees found) Pages: 48

Quay County, NM Veronica Marez, County Clerk



VI. Larry Cooksey, Quay County Undersheriff

- Monthly Activity Report

VII. Donald Adams, Quay County Fire Marshal

- Request Approval of Fire Fund Application

VIII. Janie Hoffman, Quay County Assessor

- NMAC Final Report of 2014 Legislative Issues

IX. Larry Moore, Quay County Road Superintendent

- Request Approval of Partial Vacation of Quay Road 55
- Roads Update

X. Richard Primrose, Quay County Manager

- Request Approval of Proposed Quay County Ordinance #46 Dedication to Safety Net Care Pool Fund
- Request Approval of 2013-2014 Resolution No. 30 Implementing a Veterans Initiative Policy for the Purpose of Increasing Opportunities for Veterans to Obtain County Employment
- Request Approval of Safety Committee and Committee Chairman
- Request Approval of FY2014 Contract for Audit Services with Kubiak & Melton
- Correspondence

XI. Request Approval of Accounts Payable

XII. Other Quay County Business That May Arise During Commission Meeting

XIII. Request for Closed Executive Session Pursuant to Section 10-15-1 (H) 2. The New Mexico Open Meetings Act to Discuss Limited Personnel Matters

Adjourn

Lunch- Time and Location to be Announced

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

April 14, 2014

9:00 a.m.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 14th of April, 2014 at 9:00 a.m. in the Quay County Commission Chambers, Tucumcari, New Mexico for the purpose of taking care of any business that may come before them.

PRESENT & PRESIDING:

Brad Bryant, Chairman
Sue Dowell, Member
Mike Cherry, Member
Richard Primrose, County Manager
Veronica Marez, Quay County Clerk

OTHERS PRESENT:

Cheryl Simpson, Quay County Manager's Office
Larry Cooksey, Quay County Under-Sheriff
Dainetta Kroeker, Tucumcari Public Library Director
Ron Jones, USDA/NM Wildlife Services
Larry Moore, Quay County Road Superintendent
Warren Carter, Quay County Resident
Janie Hoffman, Quay County Assessor
Donald Adams, Quay County Fire Marshal
Sandy Chancey, Executive Director of Eastern Plains Council of Governments
Becky Wallace, Quay County Family Health Center Administrator
Steve Hensen, Quay County Sun
Russell Braziel, KQAY

The meeting was called to order by Chairman Brad Bryant. Ron Jones led the Pledge of Allegiance.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the minutes from the March 24, 2014 regular commission meeting. MOTION carried with all members voting "aye".

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the agenda with the removal of Item No. 1 from the agenda. MOTION carried with all members voting "aye".

PUBLIC COMMENT:

Commissioner Dowell asked Primrose to pass her comments regarding the tabled item on prior to it being on the agenda again. Dowell said the Commission as an individual person coming to

ask them to approve a fireman's record. Dowell stated and requested Donald Adams affirmation that usually these come from the Fire Departments. Dowell said that not too long ago Adams had collected several and presented them for approval. Commissioner Dowell said when she saw that an individual was bringing a list of years of service for approval, it seems like that is going through the wrong channels to get this done. Dowell said she knows that the District 3 Fire Chief is very willing to work on this issue and very interested in getting the old timer volunteer firemen who qualify for this, and getting it done. Dowell said the Commission can't set precedence that an individual can bring out these filled out forms and the Commission approve it, because it's got to be approved by the Fire Chief and maybe ran passed Donald Adams and checked against State records. What could happen in future meeting is someone else could come with one filled out and the Commission is not qualified to know if the typed record they get is correct or not. Dowell said he has no way to verify the form for approval. That was one concern Dowell stated she had. Dowell said she did know that Del Choate, Fire District 3 Chief and other members of District 3 know that David McCasland served and don't want to hold back any benefits from anyone that served. Dowell said she was not sure that the first place for approval for that is in front of the Commission. Dowell said she thinks they need the Fire Chiefs signature and it needs ran passed Donald Adams like the other ones have and then be brought to the Commission. Dowell asked if it wouldn't be best to get this paperwork authorized and signed by those departments where it should really come from before it is presented to the Commission. Primrose asked Dowell if it was her suggestion that the local District Fire Chief should sign and then the Fire Marshall sign and then be presented to the Commission. Dowell replied they should be done just like Donald Adams has done all the other ones. The last month or so, Adams brought several qualification reports from all of the Fire Departments. It needs to go through the Fire Departments rather than an individual walking in and asking for approval. Dowell said the Commission is not familiar with the attendance records and service of a volunteer.

Commissioner Cherry said it's sad and unfortunate that the Departments have been doing this since 1980 and most departments kept their own records and a lot of firefighters have been eliminated from the PERA process. PERA knows it's a problem and they have opened a window allowing these firefighters to correct their service records. Cherry agrees it should go through the chain of command. PERA requires only a firefighter's signature and the Chair of the County Commission. Cherry said they have already set precedence and this request was tabled pending additional information and/or other volunteer forms from that department. Cherry said the window is going to close soon which has already been extended a year. Cherry asked Adams if he knew what the deadline was. Adams replied he did not know the definite date, as it was open, then closed and after much controversy opened again for the final time. Cherry said accurate records have not been kept at a local or state level which is the reasoning for opening the window up one final time.

Dowell said the Fire Chief of District 3 told her they were working on this and interested in getting this done when all of the sudden someone else was taking it. Dowell said this is business that should go through the fire departments before it comes to the Commission.

Cherry reiterated PERA does not require that. Dowell responded she thinks it would be good policy to have these forms go through the proper Fire Departments before being presented to the Commission.

Chairman Bryant said he was called and asked about these forms and realizes the window is closing and wants to get them done. Bryant said he agrees with Dowell regarding Adams presenting most of the forms once a year, but Bryant and none of the Commissioners question the forms then so why would they question one now. Bryant said he has a problem saying I don't trust you today, I trusted you then, but I don't trust you now. Bryant said he trusts everyone at the end of the year when they are presented and will not tell an individual presenting their own he doesn't trust their records. Secondly, Bryant said he is in favor of the firefighters getting what they deserve and his signature is on each form. Ultimately it's the decision of PERA to honor the request, not the decision of the Commission regarding their retirement. Bryant said it's the Commission's responsibility to send the forms with the information provided as best as possible, but the decision belongs to PERA.

Dowell said when the County has a local Fire Chief saying if there is anything they can do to assist to let them know, that he was starting the process, and that when there are local Chiefs wanting to do this, why take it on a detour.

Bryant responded he believes it has to do with the time frame. Bryant said he spoke to Nathan Wallace and doesn't want to take anything away from any Chiefs, Del Choate included, but Bryant is not sure it's not as critical and on the top of the to-do list for the Chiefs as it is for the volunteers who have reached the age to get their benefits and have a small window for corrections to be submitted. Dowell said it needed to be run passed Del Choate.

Cherry stated that Choate was not even the Chief during McCasland's service. Bryant and Cherry said that most departments don't have the older records available for the current Chiefs. Dowell said they (district 3) have some of them.

Dowell said it is her suggestion to take items through people they relate to.

Chairman Bryant asked if there were further Public Comments. There were none.

OLD BUSINESS:

NEW BUSINESS:

Sandy Chancey, Executive Director of Eastern Plains Council of Governments requested approval of 2014-2015 Resolution No. 31 for Membership with Eastern Plains Council of Governments. A MOTION was made by Mike Cherry, SECONDED Sue Dowell to approve said Resolution. MOTION carried with all members voting "aye". Copy of said Resolution is attached and made a part of these minutes.

Bryan Rinstine, DWI Administrator has been tabled until Rinstine arrives.

Dainetta Kroeker, Tucumcari Public Library Director Requested Approval of Funding request for FY 2015. A MOTION was made by Mike Cherry, SECONDED Sue Dowell to approve said funding request and amount of funding will be determined during budget work session. MOTION carried with all members voting "aye".

Kroeker requested Approval of County Representative Judy Ross to continue on the City Library Board. A MOTION was made by Mike Cherry, SECONDED Sue Dowell to approve said request. MOTION carried with all members voting "aye".

Ron Jones, USDA/NM Wildlife Service's Requested approval of FY2015 Funding Request for \$34,500.00 to provide a Specialist in Quay County. A MOTION was made by Sue Dowell, SECONDED Mike Cherry to approve said funding request. MOTION carried with all members voting "aye".

Larry Cooksey, Quay County Under-Sheriff, presented the monthly activity report. A copy of said report is attached and made a part of these minutes.

Donald Adams, Quay County Fire Marshal Requested Approval of FY 2015 County Fire Protection Fund Application. A MOTION was made by Sue Dowell, SECONDED Mike Cherry to approve said Application. MOTION carried with all members voting "aye". Copy of said Application is attached and made a part of these minutes.

Bryan Rinestine, DWI Administrator, presented the Quarterly Report of Activity. A copy of said report is attached and made a part of these minutes.

Janie Hoffman, Quay County Assessor, presented the NMAC Final Report of 2014 Legislative Issues.

Larry Moore, Quay County Road Superintendent presented the following report.

1. Moore Requested Approval of Partial Vacation of Quay Road 55. A MOTION was made by Brad Bryant, SECONDED Mike Cherry to approve said vacation of Quay Road 55. MOTION carried with Cherry voting "aye" and Bryant voting "aye".
2. Crew's bladed 22.75 miles.
3. Moore received clearance to begin the School Bus Project in San Jon.
4. Moore will be attending an RPO meeting on April 23, 2014 in Roy.
5. Crew's will begin hauling sand to wash outs and low spots on roads to repair on Quay Rd AR in Quay.
6. Moore has \$7,319.00 left to finish the project in Nara Visa on Quay Rd R. The project should be completed by Thursday.
7. Crews are repairing Quay Rd 96 and Quay Rd 90 in Nara Visa as requested by residents.
8. Crews are reclaiming Quay Rd M.
9. Crews will start on maintenance of trucks next week.
10. Railroad requested from Moore to help close roads and direct traffic for them as they are asphaltting crossings on county roads.

Richard Primrose gave the following County Manager's Report:

1. Requested approval of Proposed Quay County Ordinance No. 46 Dedication to Safety Net Care Pool Fund. A MOTION was made by Sue Dowell, SECONDED Mike Cherry to approve said Ordinance. MOTION carried with all members voting "aye".
2. Requested approval of 2013-2014 Resolution No. 30 Implementing a Veterans Initiative Policy for the Purpose of Increasing Opportunities for Veterans to Obtain County Employment. A MOTION was made by Mike Cherry, SECONDED Sue Dowell to approve said Resolution. MOTION carried with all members voting "aye". Copy of said Resolution is attached and made a part of these minutes.
3. Requested approval of Department Heads as Safety Committee and Daniel Estrada as Committee Chairman. A MOTION was made by Mike Cherry, SECONDED Brad Bryant to approve said Safety Committee and Committee Chairman. MOTION carried with Cherry voting "aye" and Bryant voting "aye".
4. Requested Approval of FY 2014 Contract for Audit Services with Kubiak & Melton. A MOTION was made by Sue Dowell, SECONDED Mike Cherry to approve said Contract. MOTION carried with all members voting "aye". Copy of said Contract is attached and made a part of these minutes.

CORRESPONDENCE:

1. Primrose received a letter from the Department of Homeland Security and Emergency Management informing Primrose they received Quay County's Notice of Interest Submittal for Hazard Mitigation Grant.
2. Primrose received a letter from the New Mexico Department of Transportation with the Categorical Environmental Exclusions for the Road Projects on Quay Rd N, Quay Rd 64, Quay Rd 65.
3. Primrose received a letter from New Mexico Finance Authority informing the Bard-Endee Fire Department they have received conditional approval by the Board for a Public Project Revolving Fund Loan in the amount of \$60,454.00.
4. Primrose received an email from Relissa Nials informing him that she received funding for the Rabbit and Poultry Barn Grant.
5. Presented the monthly RPHCA narrative report.
6. Primrose thanked all employees for their patience and help as new Server and software was installed.

CHECKS WERE REVIEWED.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the expenditures as presented. MOTION carried with all members voting "aye". A copy of the expenditure report is attached and made a part of these minutes.

Under Other Business: NONE

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell, to go into executive session pursuant to the Open Meetings Act 10-15-1(H)2. The New Mexico Open Meetings Act to discuss Limited Personnel Matters. MOTION made with Cherry voting "aye", Bryant voting "aye", Dowell voting "aye". Time noted 11:00 am.

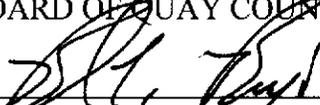
-----EXECUTIVE SESSION-----

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell that only Limited Personnel Matters was discussed during Executive Session and no action was taken. MOTION made with Dowell voting "aye", Cherry voting "aye", Bryant voting "aye".

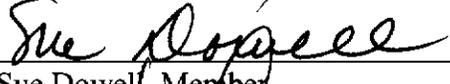
Return to regular session. Time noted 12:00 pm.

There being no further business, a MOTION was made by Sue Dowell, SECONDED by Mike Cherry to adjourn the regular meeting of the Board of Quay County Commissioners until the next regular meeting set for April 28, 2014 unless sooner called. The Commissioners announced they would be having lunch at the Pow Wow and all those in attendance were invited. MOTION carried with all members voting "aye". Time noted 12:00 p.m.

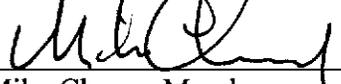
BOARD OF QUAY COUNTY COMMISSIONERS



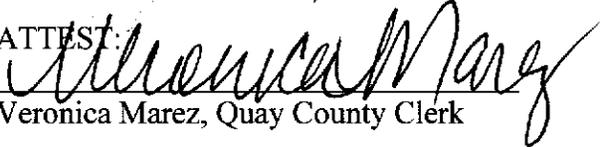
Brad Bryant, Chairman



Sue Dowell, Member



Mike Cherry, Member

ATTEST:


Veronica Marez, Quay County Clerk

RESOLUTION AND AGREEMENT
OF
QUAY COUNTY

APPROVING PARTICIPATION IN THE PROGRAMS
OF THE
EASTERN PLAINS COUNCIL OF GOVERNMENTS
FOR FISCAL YEAR 2014-2015

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

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

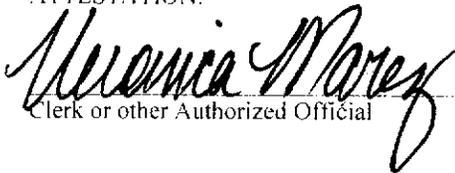
- a. Implement the work program as established by the EPCOG Board of Directors for the 2014-2015 Fiscal Year including providing technical assistance, project and program planning, proposal development and funding assistance.
- b. Continue eligibility as an Economic Development District for participating localities under Section 402 of the Public Works and Economic Development Act of 1965, as amended.
- c. Address problems, issues and opportunities of a regional nature which go beyond single municipal or county jurisdictional boundaries and serve as a liaison and advocate for local governments within the region at the state and federal levels.
- d. Contract with NMDOT to provide RPO planning assistance to the Northeast and Southwest RPOs in collaboration with SENMEDD/COG and NCNMEDD.
- e. Support planning, development and implementation of infrastructure plans and projects including assistance with preparation of Infrastructure Capital Improvement Plans (ICIP) as requested.

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

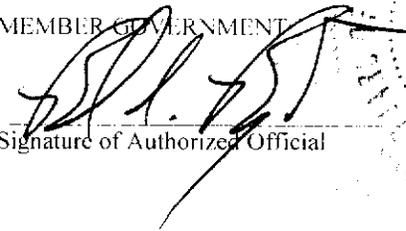
- a. To participate through their designated representative or alternate, in EPCOG's policy development process by attending meetings, helping formulate the annual work program, reviewing the EPCOG Goals and Objectives, and concurrences with the District Comprehensive Economic Development Strategy (CEDS).
- b. To pay to the EPCOG the sum of \$2,216.00 as annual membership dues as payment for the aforementioned services for the period beginning July 1, 2014 and ending June 30, 2015.
- c. The MEMBER hereby appoints Richard Primrose as their designated representative and mike cherry as alternate.

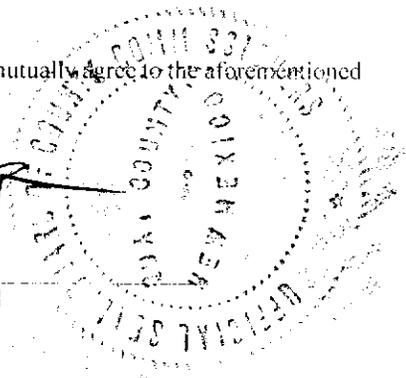
NOW THEREFORE BE IT RESOLVED THAT the MEMBER and the EPCOG hereby mutually agree to the aforementioned provisions of the Resolution and Agreement.

ATTESTATION:


Clerk or other Authorized Official

MEMBER GOVERNMENT


Signature of Authorized Official



ATTESTATION:


Mary Gray, Executive Assistant

EASTERN PLAINS COUNCIL OF GOVERNMENTS


Executive Director

QUAY COUNTY SHERIFF'S OFFICE
 TOTAL ACTIVITY
 March 01-31/2014

Arrests	8	Transports:	
Calls For Service	453	In State	15
Civil Process	105	Out of State	1
Accidents	1		
Citations	5		
Assist Other Agency	11		
Training	RS	Juvenile Transports	0
Court Security	30 H		0
Total Miles	13,446	Adult Transports	104
			4,388
		Dog calls	1
		SOR	3

Joe Schallert, Sheriff

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL

CHIEF OF STAFF

S. Vincent Martinez



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

Room 413
800-244-6702 (In-state only)
(505) 476-0174
Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office **on or before April 30, 2014.**

FIRE DEPARTMENT Conservancy #1 COUNTY: Quay

FIRE DEPARTMENT ADDRESS: PO Box 725, Tucumcari, NM 88401

ISO CLASSIFICATION: 9

Approved number of Sub Stations is 1

Rural FD District #1 Quay Rd. AR NM

Approved number of Main Stations is 1

Conservancy #1 1002 S. Camino Del Coro NM

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$54,483. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 40,000 SAVING FOR A TYPE 5

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 50,000

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Michelle Jaynes	Michelle.jaynes5@gmail.com	(575) 815-9015
2. John Hinze	pastorjohn@fbctuc.com	(575) 403-7682

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April 2014.

Brad Bryant

Printed Name

/s

Brad Bryant

Signature of Chairman, Board of County Commission

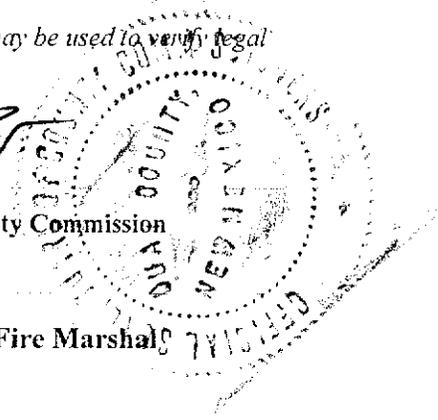
John E. Hinze

Printed Name

/s

John E. Hinze

Signature of County Fire Chief or Fire Marshal



NEW MEXICO PUBLIC REGULATION COMMISSION

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DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
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CHIEF OF STAFF

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Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2014.

FIRE DEPARTMENT Conservancy #2 COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 2599 Quav Rd. 51, Tucumcari, NM 88401
ISO CLASSIFICATION: 9

Approved number of Sub Stations is 1

Rural FD District #2 Tucumcari NM 88401

Approved number of Main Stations is 1

Lesbia Rural Fire Dept. D 3303 Hwy 278 Tucumcari NM 88401

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$54,483. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ ~~50~~ 25,000 to upgrade a type b truck

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 46000

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. April Shipley	ashipley@qmail.com	575-461-6448
2. Robert EVANS		575-403-6841

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April 2014.

Brad Bryant

Printed Name

/s

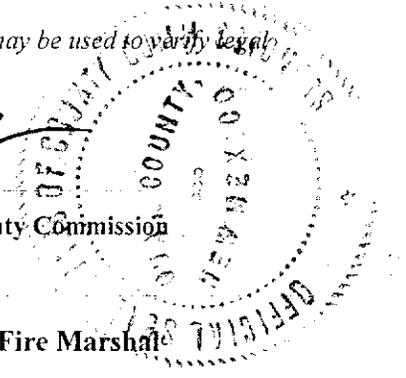
Brad Bryant
Signature of Chairman, Board of County Commission

DANNY WALLACE

Printed Name

/s

Danny Wallace
Signature of County Fire Chief or Fire Marshal



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
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CHIEF OF STAFF

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STATE FIRE MARSHAL DIVISION

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Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2014.

FIRE DEPARTMENT Conservancy #3 COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 6697 Quay Road AD, Tucumcari, NM 88401
ISO CLASSIFICATION: 9

Approved number of Sub Stations is 1

Conservancy Fire District 3400 Quay Rd 72 Tucumcari NM 88401

Approved number of Main Stations is 1

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$54,483. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 80,000 SAVING FOR A INITIAL ATTACK

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$77,200

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Beverly Choate	RUF023@plateautel.net	575-403-8017
2. Donald Adams	QUAYCOBM@YAHOO.COM	575-403-7911

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April, 2014

Brad Bryant

Printed Name

/S

[Signature]

Signature of Chairman, Board of County Commission

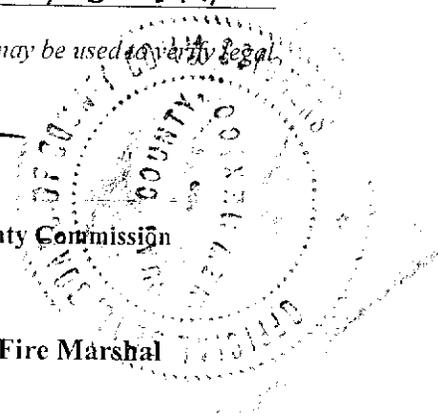
Del Choate

Printed Name

/S

[Signature]

Signature of County Fire Chief or Fire Marshal



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL

CHIEF OF STAFF

S. Vincent Martinez



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

Room 413
800-244-6702 (In-state only)
(505) 476-0174
Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office **on or before April 30, 2014.**

FIRE DEPARTMENT Bard-Endee COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 5913 Quay Rd K, Bard, NM 88411
ISO CLASSIFICATION: 8

Approved number of Sub Stations is 1

Sub-Station 1 794 SH392

Approved number of Main Stations is 2

Station #2 1097 Route 66/CR 93

Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$123,338. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 150,000 for a new tanker from Fire Grant to be delivered 11-15-2014

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 153,500

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. DONALD ADAMS	guyacofm@yahcoo.com	575-403-7911
2. Kelly Boney	Kellyboney-79@yahoo.com	575-268-1162

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April, 2014

Brad Bryant

AS

[Handwritten Signature]

Signature of Chairman, Board of County Commission

[Handwritten Signature]

Signature of County Fire Chief or Fire Marshal



Printed Name

DONALD ADAMS

Printed Name

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL

CHIEF OF STAFF

S. Vincent Martinez



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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2014.

FIRE DEPARTMENT Forrest COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 209 State Hwy 210, McAlister, NM 88427
ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0
0 Sub Stations

Approved number of Main Stations is 1
Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$52,418. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 45,000 SAVING FOR a type 5

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 53,000

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

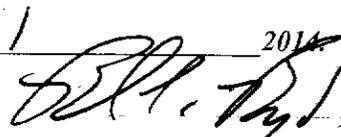
Name: Joe Garrett Email: joeg1963@plaza.net Phone: 575-309-9065
1. Joe Garrett
2. Monika Garrett

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April 2014

Brad Bryant

/s



Printed Name

Signature of Chairman, Board of County Commission

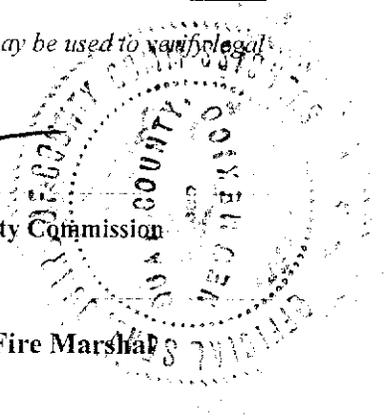
Joe A. Garrett

/s



Printed Name

Signature of County Fire Chief or Fire Marshal



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL

CHIEF OF STAFF

S. Vincent Martinez



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Santa Fe, NM 87504-1269

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(505) 476-0174
Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2014.

FIRE DEPARTMENT Jordan COUNTY: Quay

FIRE DEPARTMENT ADDRESS: 4648 Quay Rd. 31, McAlister, NM 88427

ISO CLASSIFICATION: 8

Approved number of Sub Stations is 2

McAlister	3229 State Hwy 252	NM
Ima	3699 Quay Rd BH	NM

Approved number of Main Stations is 1

Jordan	5613 State Hwy 156	McAlister	NM	88427
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Approved number of s is 0

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$89,422. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$30,000 Equipment

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$149,000.00

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Bill Noland	bnoland@plateau.net	575-760-5489
2. DONALD ADAMS	QUAYCOFM@YAHOO.COM	575-403-7911

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April, 2014.

Brad Bryant

/s

[Signature]

Signature of Chairman, Board of County Commission

Printed Name

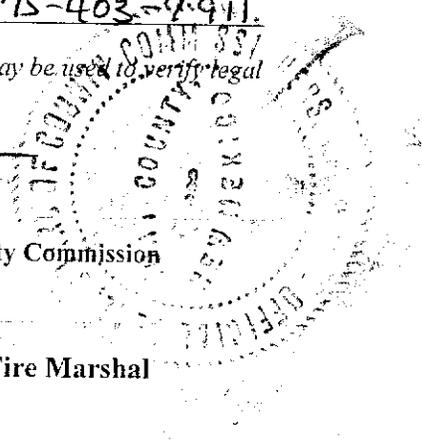
DONALD ADAMS

/s

[Signature]

Signature of County Fire Chief or Fire Marshal

Printed Name



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL

CHIEF OF STAFF

S. Vincent Martinez



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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2014.

FIRE DEPARTMENT Nara Visa COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 380 Bell St., Nara Visa, NM 88430
ISO CLASSIFICATION: 9

Approved number of Sub Stations is 0
0 Sub Stations

Approved number of Main Stations is 1
Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$39,058. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 40,000. VARIOUS EQUIP. UPGRADE

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 64,000.00

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Beverly Earle	bandj28@live.com	575-433-6111
2. Gary Girard	ggirard@plateat.net	575-403-7125

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April, 2014.

Brad Bryant

Printed Name

/s

[Signature]

Signature of Chairman, Board of County Commission

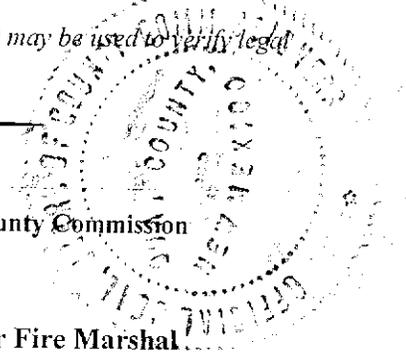
Gary Girard

Printed Name

/s

[Signature]

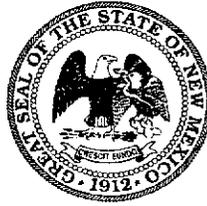
Signature of County Fire Chief or Fire Marshal



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

Room 413
800-244-6702 (In-state only)
(505) 476-0174
Fax : (505) 476-0100

CHIEF OF STAFF

S. Vincent Martinez

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office **on or before April 30, 2014.**

FIRE DEPARTMENT Porter COUNTY: Quay

FIRE DEPARTMENT ADDRESS: PO Box 911, San Jon, NM 88434

ISO CLASSIFICATION: 9

Approved number of Sub Stations is 0
0 Sub-Stations

Approved number of Main Stations is 1
Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$39,058. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 95,000 *or To try and build a new substation or upgrade type 6's*

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 100,000

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. Michael Erwin	<i>br</i> <i>bromichaelfbasj@live.com</i>	575-815-0087
2. NATHAN WALLACE	<i>nwallace@plateau.net</i>	575-403-2683

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April, 2014.

Brad Bryant

Printed Name

DONALD ADAMS

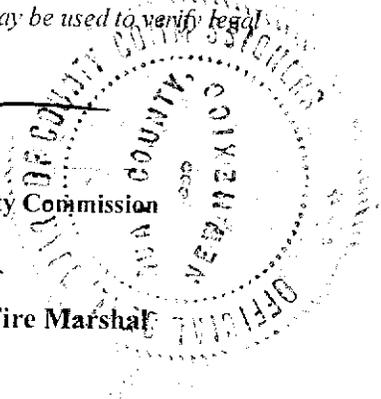
Printed Name

[Signature]

Signature of Chairman, Board of County Commission

[Signature]

Signature of County Fire Chief or Fire Marshal



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
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DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL

CHIEF OF STAFF

S. Vincent Martinez



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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2015 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office **on or before April 30, 2014.**

FIRE DEPARTMENT Quay COUNTY: Quay
FIRE DEPARTMENT ADDRESS: 4314 Quay Road 50.4, Tucumcari, NM 88401
ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0
0 Sub-Stations

Approved number of Main Stations is 1
Same As Above

If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

The projected minimum amount for fire fund distribution, based on the above information, is \$52,418. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 150,000 To purchase a 3,000 GAL TANKER with next years monies.

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 153,000.00

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews all reporting activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that your fire department is out of compliance, the Fire Chief will be notified of the department's status, if your fire department fails to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. PAULA D'STEEW	paula.d'steen@state-nm.us	575-465-1671
2. Jerry Hight	qhight@pntcavel.net	575-403-

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

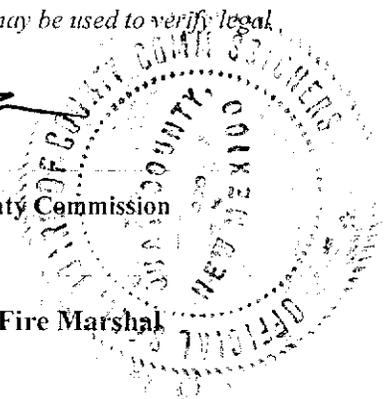
Signed and submitted on this 14th day of April 2014

Brad Bryant
Printed Name

[Signature]
Signature of Chairman, Board of County Commission

Gerald Hight
Printed Name

[Signature]
Signature of County Fire Chief or Fire Marshal



NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
DISTRICT 4 THERESA BECENTI-AGUILAR, CHAIR
DISTRICT 5 BEN L. HALL

CHIEF OF STAFF

S. Vincent Martinez



P.O. Box 1269
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Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

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(505) 476-0174
Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE

FISCAL YEAR 2015 COUNTY ADMINISTRATIVE FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2015 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2014.

NAME OF COUNTY: Quay

ADDRESS OF APPROVED FIRE ADMINISTRATION BUILDING:

O Box 1246, Tucumcari, NM 88401

ISO FUNDING CLASSIFICATION: 8

If you contend the above ISO Funding Classification is incorrect, please attach your claim and sign here:
X

The projected minimum amount for fire fund distribution, based on the above information, is \$52,418. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 29, 2014. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2015 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'14 to FY'15. \$ 20,000 to add to new funding to put up storage tank for the districts.

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 28,500

The Fire Service Support Bureau of the State Fire Marshal's Office continues to strive toward achieving 100% compliance with the monthly reporting requirements as established in Article 59A-52 the "Fire Marshal Act," Article 59A-53 "The Fire Protection Fund" and NMSA 10-25-10 "The Fire Protection Fund."

State Law, NMSA 10-25-10, requires all fire departments participating in the distribution of the Fire Protection Fund submit a detailed fire report of the departments activity on or before the 10th of each month for the previous months activity.

The Fire Service Support Bureau reviews activity on a monthly basis to determine compliance with the reporting requirement. When this Office determines that fire departments in your County are out of compliance, your Office and the Fire Chief will be notified of the department's status, if the fire departments in your County fail to achieve compliance a letter identifying restrictions on the use of the Fire Protection Funds will be forwarded to the head of local government.

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us

- Please insure that all certified Fire Departments in your County have properly provided two primary NFIRS users, along with contact information, as required on each fire departments Fire Protection Fund application.

The information contained in this application is true and correct to the best of our knowledge. It may be used to verify legal requirements and is subject to audit.

Signed and submitted on this 14th day of April, 2014

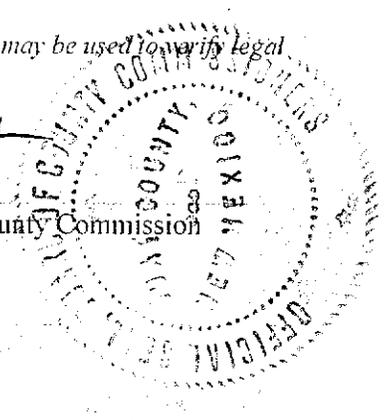
Brad Bryant
Printed Name

Donald Adams

Printed Name

/s/ [Signature]
Signature of Chairman, Board of County Commission

/s/ Donald Adams
Signature of Fire Chief





QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

IPA Recommendation Form for Audits

(Please print on your agency's letterhead)

- ❖ Complete the audit contract (including obtaining the IPA's signature) and submit it to the Office of the State Auditor with this form by the deadline indicated at 2.2.2.8(G)(6)(c).

I.

Agency Contact Information Requirement

Name of Agency: Quay County
Address of Agency: P.O. Box 1246
Phone # of Agency: 575-461-2112 FAX# of Agency 575-461-6208
City: Tucumcari (State: NM) Zip: 88401 Web Site Address: www.quaycounty-nm.gov

Agency Head Contact Information

Name of Agency Head: Richard Primrose Title of Agency Head: County Manager
E-mail address of Agency Head: richard.primrose@quaycounty-nm.gov

Agency Contact Information

Name of Agency Contact: Cheryl Simpson Title of Agency Contact: Finance Officer
Phone # of Agency Contact: 575-461-2112 FAX# of Agency Contact 575-461-6208
E-mail address of Agency Contact: cheryl.simpson@quaycounty-nm.gov

Notice: Please fill out e-mail address of contact person. All fully executed contracts will be sent via e-mail.

II.

Recommended Independent Public Accountant (IPA) Information

As required by the Audit Rule, Section 2.2.2.8.E(3), an IPA subject to contract restriction is responsible for informing this agency whether it is eligible to engage in this proposed contract. As the agency contact for this proposed contract, I am verifying herein that the IPA has certified its eligibility to engage in this proposed contract. Cheryl Simpson (signature of Agency Contact).

Name of IPA Firm: Kubiak & Melton, LLC
Phone # 505-822-5100 Fax: 505-822-5106 E-mail Address: dtrujillo@kubiakcpa.com

Name of the IPA Firm's on-site manager: Daniel O. Trujillo, CPA, CFE
(Note: The name of the On-Site Manager must match the name listed in the Audit Contract. If there is a change, the Office of the State Auditor must be notified in writing)

III.

For which Fiscal Year (FY) is this recommendation being made: 2014
Estimated Audit Start Date 06/01/2014 Estimated Completion Date 11/01/2014

IV.

Please check the box below that applies to your agency (a Single Audit should have been included in the procurement if the agency expended \$500,000 or more of federal funds. American Recovery and Reinvestment Act (ARRA) expenditures should be included in this determination):

- My agency procured an annual financial and compliance audit without a Single Audit.
- My agency procured an annual financial and compliance audit with a Single Audit.

V.

Please check the appropriate box below:

- This is a multi-year award and this request applies to the 1st year of a 3 year Proposal.
- This is a one year procurement award for only the fiscal year indicated in Section III.

VI.

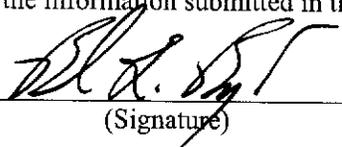
Rotation Requirement: (Per Section 2.2.2.8.H(1)(b) NMAC)

How many years has your agency contracted with the IPA recommended above for annual compliance audit services consecutively without a minimum of a 2 year break? 3 years. If this is considered a small purchase (no more than \$60,000 excluding gross receipts tax (GRT); in any of those consecutive years has the cost of the audit engagement been over \$60,000 (excluding GRT)? Yes No

VII.

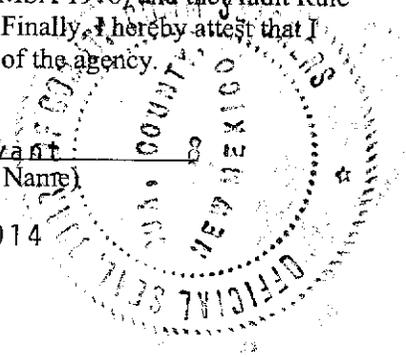
BREAKDOWN	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
	1 st Year Hours FYE <u>6-30-14</u>	1 st Year Cost	2 nd Year Hours FYE <u>6-30-15</u>	2 nd Year Cost	3 rd Year Hours FYE <u>6-30-16</u>	3 rd Year Cost
AGENCY CONTRACTS						
Financial Statement Audit	<u>155.0</u>	<u>19,375</u>	<u>60.0</u>	<u>19,375</u>	<u>60</u>	<u>19,375</u>
Federal Single Audit	_____	_____	_____	_____	_____	_____
Financial Statement Preparation	<u>18.0</u>	<u>2,250</u>	<u>21.0</u>	<u>2,250</u>	<u>21</u>	<u>2,250</u>
Other allowed nonaudit Services	_____	_____	_____	_____	_____	_____
Other (housing authorities, or other component units)	_____	_____	_____	_____	_____	_____
SUB TOTAL	<u>173</u>	<u>21,625</u>	<u>81</u>	<u>21,625</u>	<u>81</u>	<u>21,625</u>
Gross Receipts Tax		<u>1,514</u>		<u>1,514</u>		<u>1,514</u>
TOTAL COMPENSATION		<u>23,139</u>		<u>23,139</u>		<u>23,139</u>

I hereby certify that all the information submitted in this recommendation is true, accurate and complete to the best of my knowledge. Furthermore, I also hereby certify that, to the best of knowledge, my agency complied with applicable provisions of the New Mexico Procurement Code (Sections 13-1-28 through 13-1-199 NMSA 1978) and the Audit Rule (2.2.2 NMAC) in the procurement of the IPA and recommendation to the State Auditor. Finally, I hereby attest that I have the authority to certify the information submitted in this recommendation on behalf of the agency.

Agency Head/Designee: 
(Signature)

Brad Bryant
(Print Name)

Commission Chair 4/14/2014
(Title and Date)



(THIS SECTION APPLIES TO SCHOOLS AND UNIVERSITIES ONLY)

This IPA recommendation has been reviewed and approved by our oversight agency (please select one) the Higher Education Department (HED) or the Public Education Department (PED) as required by Section 12-6-14 NMSA 1978, and as indicated by the following oversight agency signature and date.

Oversight Agency Signature

Printed name of signer

Date

QUAY COUNTY DWI PROGRAM

STATISTICS

3rd Quarter Report

January 14 thru March 14

Total Number of Arrests: 14

DWI 1st: 3

DWI 2nd: 8

DWI 3rd: 3

DWI 4th:

DWI 5th or Subsequent:

Aggravated DWIs: 8

Average BAC: 0.157

Minimum: 0.10

Maximum: 0.22

Blood Draws: 3

Refusals: 3

Average Age: 37

Youngest: 19

Oldest: 60

Sex of Offenders

Male: 13

Female: 1

Accidents: 1

Fatalities: 0

Arrests by Agency:

New Mexico State Police: 13

Tucumcari Police Department: 1

Quay County Sheriff's Department:

Logan Police Department:

Ute Lake State Park:

Monthly Arrests

January: 5

February: 5

April: 4
March

FROM FINAL COURT DATES:

Number of Cases Completed: 13

Number of Convictions/Pleas: 9

Number of Dismissals: 4

Number of Offenders Placed on DWI Compliance: 9

DWI 1st: 5

DWI 2nd: 4

DWI 3rd:

DWI 4th:

DWI 5th of Subsequent:

Number of Offenders who Successfully Completed DWI Compliance: 6

Number of Offenders who Unsuccessfully Completed DWI Compliance: 0

Number of Community Service Hours Ordered: 312

Number of DWI Offenders Being Supervised: 48

Number of Misdemeanor Offenders Being Supervised: 70

QUAY COUNTY
2013-2014
RESOLUTION NO. 30

**A RESOLUTION IMPLEMENTING A VETERANS' INITIATIVE POLICY
FOR THE PURPOSE OF INCREASING OPPORTUNITIES FOR
VETERANS TO OBTAIN COUNTY EMPLOYMENT**

WHEREAS, Quay County recognizes veterans who have served and sacrificed for our Country with honor, courage and dignity; and

WHEREAS, such high performance veterans could add significant value to the County of Quay because they are highly skilled individuals who have benefitted from training and development during their military service, possess a wide variety of skills and experiences, as well as the motivation for public service that will help fulfill County staffing needs; and

WHEREAS, Quay County desires to enhance the recruitment of veterans and promote employment opportunities for veterans within Quay County that are consistent with veterans' preferences prescribed by law; and

WHEREAS, Quay County desires to honor our veterans by establishing and implementing a Veterans' Hiring Initiative Policy.

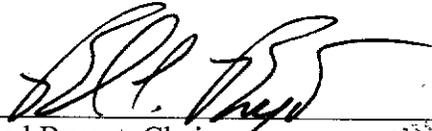
NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE COUNTY OF QUAY, that is the County Administration, is directed to implement the following Veterans' Hiring Initiative Policy in order to provide opportunities for veterans who meet or exceed the minimum qualifications for County employment to obtain County employment;

1. The Personnel Coordinator shall institute a Veterans' Certification Form which shall be included on every recruitment announcement. The Veterans' Certification Form will identify and certify veterans who are applying for vacancies within the County; and
2. Upon review of a veteran's application, County Personnel Coordinator shall verify that the veteran applicant has an honorable discharge from the military or verify that the applicant is a member of the National Guard or Reserve who has successfully completed basic training; and
3. When a veteran applicant meets or exceeds the minimum qualifications on a recruitment announcement and initials on application that he/she is capable of performing the essential functions of the position, the applicant shall be identified by the Personnel Coordinator on the list of eligible applicants for the department/office seeking to fill a position that the applicant is a "veteran"; and
4. The department/office seeking to fill a position shall interview the identified veterans.

BE IT FURTHER RESOLVED that by adopting this Resolution Quay County does not guarantee that a veteran shall be hired for the position being applied for, only that the veteran will be given an interview.

PASSED, APPROVED AND ADOPTED this 14th day of April, 2014.

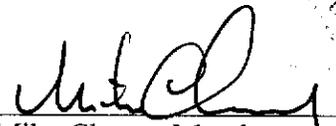
BOARD OF COUNTY COMMISSIONERS
QUAY COUNTY, NEW MEXICO



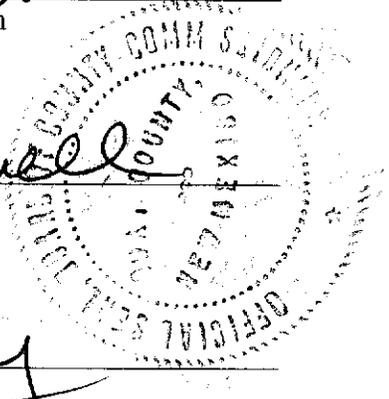
Brad Bryant, Chairman



Sue Dowell, Member



Mike Cherry, Member



ATTEST:



Veronica Marez, County Clerk

**STATE OF NEW MEXICO
AUDIT CONTRACT**

This CONTRACT is made and entered into this _____ day of _____, 2014, by and between the
Quay County Government

hereinafter referred to as the "Agency", and

Kubiak and Melton, LLC

, hereinafter referred to as the "Contractor", and is effective as of the date upon which it is approved by the Office of the State Auditor, hereinafter referred to as "State Auditor".

As required by the Audit Rule, Section 2.2.2.1 et seq., NMAC, Contractor agrees to, and shall, inform the Agency of any restriction placed on Contractor by the Office of the State Auditor pursuant to Section 2.2.2.8.E, NMAC, and whether the Contractor is eligible to enter into this contract with the restriction.

IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

1. **SCOPE OF WORK** (Include in Paragraph 25 any expansion of scope)

A. The Contractor shall conduct a financial and compliance audit of the following applicable statements and schedules of the Agency for the period from **July 1, 2013 through June 30, 2014**:

- (1) Basic Financial Statements consisting of the government-wide financial statements, fund financial statements, budgetary comparison statements for the general fund and major special revenue funds (GASB 34, footnote 53), and the notes to the financial statements;
- (2) Required supplemental information (RSI), if applicable, consisting of budgetary comparison schedules for the general fund and major special revenue fund data presented on a fund, organization, or program structure basis because the budgetary information is not available on the GAAP fund structure basis for those funds (*GASB Statement No. 41, Budgetary Comparison Schedules—Perspective Differences an amendment of GASB Statement No. 34*) must be audited and included in the auditor's opinion (AAG-SLV 14.52);

- (3) Supplemental Information (SI) that must be audited and included in the auditor's opinion (AAG-SLV 14.52), if applicable, consisting of:
 - (a) Component unit fund financial statements and related combining statements (if there are no separately issued financial statements on the component unit per AAG-SLV 3.20);
 - (b) Combining financial statements;
 - (c) Individual fund budget comparison statements for remaining funds that have an adopted budget, including proprietary funds, that did not appear as basic financial statement budget comparisons for the general fund, major special revenue funds or as RSI as described above; and
 - (d) Remaining supplemental information on schedules as required by Section 2.2.2.10.A(2)(f) NMAC
- B. The contractor shall apply certain limited procedures to the following required supplemental information (RSI), if applicable, and report deficiencies in or the omission of required information in accordance with the requirements of AU-C 730.05 to 730.09:
 - (1) The Management Discussion and Analysis (MD&A);
 - (2) RSI data required by Statements 25, 27, 43 and 45 regarding pension plans and post employment healthcare plans administered by defined benefit pension plans; and
 - (3) Schedules derived from asset management systems (GASB 34, paragraphs 132 to 133).
- C. The audit shall be conducted in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, OMB Circular A-133, and *Requirements for Contracting and Conducting Governmental Audits* (Section 2.2.1, et seq., NMAC).
- D. If this contract is for a:
 - 1) hospital that does not qualify as a governmental entity under the criteria in Sections 1.01 and 1.02 of the *AICPA Audit and Accounting Guide State and Local Governments* (May 1, 2006), then another appropriate reporting model should be used; or
 - 2) school district, the audit will include the audit of any related charter schools and their respective foundations that qualify as component units of those charter schools in accordance with the provisions specified in Sections 2.2.2.10.A(1) and

2.2.2.12.C NMAC. If a 501(c)(3) component unit organization had a gross annual income in excess of \$250,000, Section 6-5A-4 NMSA 1978 requires that entity to be audited regardless of materiality.

2. **DELIVERY AND REPRODUCTION**

- A. In order to meet the delivery terms of this Contract, the Contractor shall deliver the following documents to the State Auditor on or before **November 15, 2014** and in accordance with Section 2.2.2.9, NMAC:
- (1) an organized, bound and paginated hard copy of the Agency's audit report for review;
 - (2) a copy of the signed management representation letter provided to the IPA by the Agency as required by AU-C580;
 - (3) a list of the passed adjustments required by AU-C 580.14; and
 - (4) a copy of the completed State Auditor Report Review Guide available at www.osanm.org;
- B. For purposes of Section 2.2.2, NMAC, reports postmarked by the Agency's due date provided in Section 2.2.2.9.A, NMAC, will be considered received by the due date provided in that section. Unfinished or excessively deficient reports will not satisfy this requirement; such reports will be rejected and returned to the Contractor and the State Auditor may take action in accordance with 2.2.2.13.C, NMAC. If copies of the engagement letter, management representation letter, list of past adjustments and the completed Report Review Guide are not received by the State Auditor with the audit report or prior to submittal of the audit report, the report will not be considered submitted to the State Auditor.
- C. As soon as the Contractor becomes aware that circumstances exist that will make the Agency's audit report late, the Contractor shall immediately provide written notification of the situation to the State Auditor. The notification shall include an explanation regarding why the audit report will be late, when the IPA expects to submit the report and a concurring signature by the Agency. The Agency's oversight agency should be notified, but confidential audit information shall be omitted from that notification.
- D. Pursuant to Section 2.2.2.8.Q, NMAC, the Contractor shall prepare a written and dated engagement letter which identifies the specific responsibilities of the Contractor and the Agency. The Contractor shall submit to the State Auditor an electronic copy of the signed and dated engagement letter and a list of client prepared documents with expected delivery dates within ten (10) days of the entrance conference.
- E. After its review of the audit report pursuant to Section 2.2.2.13, NMAC, the State Auditor will authorize the Contractor to print and submit the final audit report. Within two business days from the date of the authorization to print and submit the final audit

report, the Contractor shall provide the State Auditor with **TWO** copies of the report and an electronic version of the audit report, in PDF format. After the State Auditor officially releases the audit report by issuance of a release letter, the Contractor shall deliver 5 copies of the audit report to the Agency. Every member of the Agency's governing authority shall receive a copy of the report.

F. The Agency, upon delivery of its audit report, shall submit the required copies of the data collection form, audit report and corrective action plan to the federal clearinghouse designated by the Office of Management and Budget and each federal awarding agency if the schedule of findings and questioned costs disclose audit findings directly related to federal awards.

3. COMPENSATION

A. The total amount payable by the Agency to the Contractor under this agreement, including New Mexico gross receipts tax, shall not exceed \$23,139.

B. Contractor agrees not to, and shall not, perform any services in furtherance of this contract prior to approval by the State Auditor. In accordance with Section 12-6-14(A), NMSA, 1978 and Section 2.2.2.8.N(1), NMAC, Contractor acknowledges and agrees that it will not be entitled to payment or compensation for any services performed by Contractor pursuant to this contract prior to approval by the State Auditor.

C. Total Compensation will consist of the following:

SERVICES	AMOUNTS
(1) Financial statement audit	19,375
(2) Federal single audit	
(3) Financial statement preparation	2,250
(4) Other nonaudit services, such as depreciation schedule updates	
(5) Other (i.e., component units, specifically identified)	

Gross Receipts Tax = 1,514

Total Compensation = 23,139

D. The Agency shall pay the Contractor the New Mexico gross receipts tax levied on the amounts payable under this agreement and invoiced by the Contractor.

E. Pursuant to Section 12-6-14 NMSA 1978 and Section 2.2.2.8.N, NMAC, the State Auditor may authorize progress payments to the Contractor by the Agency; provided that the authorization is based upon evidence of the percentage of audit work completed as of the date of the request for partial payment. Progress payments up to 69% do not require State Auditor approval, provided that the Agency certifies receipt of services. The

Agency must monitor audit progress and make progress payments only up to the percentage that the audit is completed prior to making the 69% payment. Progress payments from 70% to 90% require State Auditor approval after being approved by the Agency. If requested by the State Auditor, the Agency shall provide a copy of the approved progress billings. The State Auditor may allow only the first 50% of progress payments to be made without State Auditor approval if the Contractor's previous audits were submitted after the due date. Final payment for services rendered by the Contractor shall not be made until a determination and written finding is made by the State Auditor in the release letter that the audit has been made in a competent manner in accordance with the provisions of this Contract and applicable rules of the State Auditor.

4. **TERM**

- A. THIS CONTRACT SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE STATE AUDITOR. Unless terminated pursuant to Paragraphs 5 or 19, infra, this Contract shall terminate one calendar year after the date on which it is signed by the State Auditor.
- B. If awarded based on a multi-year proposal, this Contract may be extended by the parties for two successive one-year terms at the same price, terms and conditions as stated in the original proposal. Each annual extension of the contract shall be executed by mutual agreement of the parties and approval of the State Auditor pursuant to Section 2.2.2.8.G(4), NMAC.

5. **TERMINATION, BREACH AND REMEDIES**

- A. This Contract may be terminated, without cause, by either of the parties upon written notice delivered to the other party at least ten (10) days prior to the intended date of termination. This Contract may be terminated immediately by either of the parties upon written notice delivered to the other party if a material breach of any of the terms of this Contract occurs. Unjustified failure to deliver the audit report in accordance with Paragraph 2, supra, shall constitute a material breach of this Contract. The Agency may immediately terminate this Contract upon written notice to the Contractor pursuant to Paragraph 19, infra. Pursuant to Section 2.2.2.8.S, NMAC, the State Auditor also may immediately terminate this Contract upon written notice to the Contractor after determining that the audit has been unduly delayed, or for any other reason. By termination pursuant to this Paragraph, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE OTHER LEGAL RIGHTS AND REMEDIES AFFORDED THE STATE CAUSED BY THE CONTRACTOR'S DEFAULT OR BREACH OF THIS CONTRACT.*
- B. If the Agency terminates this Contract under this paragraph, the Contractor shall be entitled to compensation for work performed prior to termination in the amount of earned, but not yet paid, progress payments, if any, that the State Auditor has authorized as provided in Paragraph 3(E), supra. If the Contractor terminates this Contract under

this paragraph, the Contractor shall repay to the Agency the full amount of any progress payments for work performed under the terms of this Contract.

- C. If the Agency or the Contractor terminates this Contract pursuant to this paragraph, the party that terminates the Contract shall immediately send the State Auditor written notice of the termination.
- D. The State Auditor may disqualify the Contractor from eligibility to contract for audit services with the State of New Mexico if the Contractor knowingly makes false statements, false assurances or false disclosures under this Contract. The State Auditor on behalf of the Agency or the Agency may bring a civil action for damages or any other relief against a Contractor for a material breach of this Contract.

6. **STATUS OF CONTRACTOR**

The Contractor and its agents and employees are independent contractors performing professional services for the Agency and are not employees of the Agency. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles or any other benefits afforded to employees of the Agency as a result of this Contract. The Contractor agrees not to purport to bind the State of New Mexico to any obligation not assumed under this Contract unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. **ASSIGNMENT**

The Contractor shall not assign or transfer any interest in this Contract or assign any claims for money due or to become due under this Contract.

8. **SUBCONTRACTING**

The Contractor shall not subcontract any portion of the services to be performed under this Contract without the prior written approval of the Agency and the State Auditor. An agreement between the Contractor and a subcontractor to subcontract any portion of the services under this Contract shall be completed on a form prescribed by the State Auditor. The agreement shall be an amendment to this Contract and shall specify the portion of the audit services to be performed by the subcontractor, how the responsibility for the audit will be shared between the Contractor and the subcontractor, the party responsible for signing the audit report and the method by which the subcontractor will be paid. Pursuant to Section 2.2.2.8.L, NMAC, the Contractor may subcontract only with independent public accounting firms that are on the State Auditor's List of Approved Firms pursuant to Section 2.2.2.8.B, NMAC, and that are not otherwise restricted by the Office from entering into such a contract pursuant to Section 2.2.2.8.E, NMAC.

9. **RECORDS AND AUDIT**

The Contractor shall maintain detailed time records that indicate the date, time, and

nature of services rendered during the term of this Contract. The Contractor shall retain the records for a period of at least five (5) years from the date of final payment under this contract. The records shall be subject to inspection by the Agency and the State Auditor. The Agency and the State Auditor shall have the right to audit billings both before and after payment. Payment under this Contract shall not foreclose the right of the Agency or the State Auditor on behalf of the Agency to recover excessive or illegal payments.

10. RELEASE

The Contractor, upon receiving final payment of the amounts due under the Contract, releases the State Auditor, the Agency, its officers and employees and the State of New Mexico from all liabilities, claims and obligations whatsoever arising from or under this Contract. This paragraph does not release the Contractor from any liabilities, claims or obligations whatsoever arising from or under this Contract.

11. CONFIDENTIALITY

All information provided to or developed by the Contractor from any source whatsoever in the performance of this Contract shall be kept confidential and shall not be made available to any individual or organization by the Contractor, except in accordance with applicable standards, without the prior written approval of the Agency and the State Auditor.

12. PRODUCT OF SERVICES; COPYRIGHT AND REPORT USE

Nothing developed or produced, in whole or in part, by the Contractor under this Contract shall be the subject of an application for copyright by or on behalf of the Contractor. The Agency and the State Auditor may post the audited financial statements on their respective websites once it is publicly released by the State Auditor.

13. CONFLICT OF INTEREST

The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Contract. The Contractor certifies that the requirements of the Governmental Conduct Act, Section 10-16-1, et seq., NMSA 1978, regarding contracting with a public officer, state employee or former state employee have been followed as required by the applicable professional standards.

14. INDEPENDENCE

The Contractor affirms and represents its personal, external and organizational independence from the Agency in accordance with the *Government Auditing Standards 2011 Revision*, issued by the Comptroller General of the United States, and Section 2.2.2.8.M, NMAC. The Contractor shall immediately notify the State Auditor and the

Agency in writing if any impairment to the Contractor's independence occurs or may occur during the period of this Contract.

15. **AMENDMENT**

This Contract shall not be altered, changed or amended except by prior written agreement of the parties and prior written approval of the State Auditor. Any amendments to this Contract shall comply with the Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978.

16. **MERGER**

This Contract incorporates all of the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Contract. Contractor and Agency shall enter into and execute an engagement letter pursuant to Section 2.2.2.8.Q, NMAC, consistent with Generally Accepted Auditing Standards (GAGAS). **The engagement letter and any associated documentation included with or referenced in the engagement letter shall not be interpreted to amend this contract. Conflicts between the engagement letter and this contract are governed by this contract, and shall be resolved accordingly.**

17. **APPLICABLE LAW**

The laws of the State of New Mexico shall govern this Contract. By execution of this Contract, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Contract.

18. **AGENCY BOOKS AND RECORDS**

The Agency is responsible for maintaining control of all books and records at all times and the Contractor shall not remove any books and records from the Agency's possession for any reason.

19. **APPROPRIATIONS**

The terms of this Contract are contingent upon sufficient appropriations and authorization being made by the Agency's governing body for the performance of this Contract. If sufficient appropriations and authorization are not made by the Agency's governing body, this Contract shall terminate upon written notice being given by the Agency to the Contractor. This section of the Contract does not supersede the Agency's requirement to have an annual audit pursuant to Section 12-6-3(A), NMSA 1978.

20. PENALTIES FOR VIOLATION OF LAW

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities and kickbacks.

21. EQUAL OPPORTUNITY COMPLIANCE

The Contractor agrees to abide by all Federal and State laws, rules and regulations, and executive orders of the Governor of the State of New Mexico pertaining to equal employment opportunity. In accordance with all such laws, rules, regulations and orders, the Contractor assures that no person in the United States shall, on the grounds of race, age, religion, color, national origin, ancestry, sex, physical or mental handicap or serious medical condition, spousal affiliation, sexual orientation or gender identity be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Contract. If the Contractor is found not to be in compliance with these requirements during the life of this Contract, the Contractor agrees to take appropriate steps to correct these deficiencies.

22. WORKING PAPERS

- A. The Contractor shall retain its working papers of the Agency's audit conducted pursuant to this Contract for a period of at least five (5) years from the date shown on the opinion letter of the audit report, or longer if requested by the federal cognizant agency for audit, oversight agency for audit, pass through-entity or the State Auditor. The State Auditor shall have access to the working papers at the State Auditor's discretion. When requested by the State Auditor, the Contractor shall deliver the original or clear, legible copies of all working papers to the State Auditor.
- B. The working papers of a predecessor Contractor are to be made available to a successor Contractor in accordance with AC-C and 210.12. Any costs incurred are to be borne by the requestor Contractor.

23. DESIGNATED ON-SITE STAFF

The Contractor's on-site individual auditor responsible for supervision of work and completion of the audit is Daniel O. Trujillo, CPA, CFE. The Contractor shall notify the Agency and the State Auditor in writing of any changes in staff assigned to perform the audit.

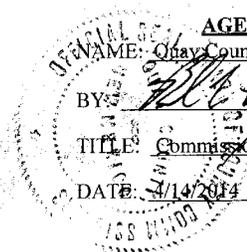
24. INVALID TERM OR CONDITION

If any term or condition of this Contract shall be held invalid or unenforceable, the remainder of this Contract shall not be affected.

25. **OTHER PROVISIONS**

If no other provisions are listed in this section, the remainder below is intentionally left blank.

IN WITNESS WHEREOF, the parties have executed this Contract as of the date of signature by the State Auditor.

 **AGENCY**
NAME: Quay County Government
BY: [Signature]
TITLE: Commission Chair
DATE: 4/14/2014

CONTRACTOR
NAME: _____
BY: _____
TITLE: _____
DATE: _____

This Contract has been approved by:

STATE AUDITOR
BY: _____
TITLE: DEPUTY STATE AUDITOR
DATE: _____

State Auditor Contract No. 14 - _____