

# **LUNA COUNTY BOARD OF COUNTY COMMISSIONERS**

**Barbara L. Reedy**  
Member

**Linda M. Smrkovsky**  
Chairperson

**John S. Sweetser**  
Member

**Thursday, December 13, 2018  
10:00 a.m.  
Regular Meeting  
Luna County Courthouse**

1. **Call to Order:** Chair Smrkovsky to commence meeting (At this time, please silence your cell phones and any other electronic devices) Pledge of Allegiance, State Pledge.
2. **Roll Call:**
3. **Approval of Agenda:**
4. **Minutes:**
  - a. Work Session, October 11, 2018  
**MOTION AND VOTE**
  - b. Regular Meeting- October 11, 2018  
**MOTION AND VOTE**
5. **Elected Officials Report:**
6. **Interim County Manager's Report:**
7. **Indigent Claims Report:**
  - a. Recess as County Commission, Convene as Claims Board  
**MOTION AND VOTE**
  - b. Presentation of Claims Report by Joanne Hethcox
  - c. Consider Claims dated December 13, 2018  
**MOTION AND VOTE**
  - d. Recess as Claims Board, Re-Convene as County Commission  
**MOTION AND VOTE**
8. **Public Comment:** The Public has the opportunity to provide comment at this time pertaining to items on the agenda only. Please be advised that this is not a question and

answer period. Your comments specific to the agenda items will be limited to three minutes unless the Board of County Commissioners requests more information. The time limit and opportunity to speak is given in an effort to allow public input on business matters of the County to move the agenda forward in a prompt yet efficient manner. Comment will not be allowed on individual agenda items as they are discussed by the Commissioners during new business.

**9. Consent Agenda:**

- a. Accounts Payable: \$830,964.91
- b. Payroll: \$1,045,701.28
- c. Resolution 18-48 Budget Increases
- d. Resolution 18-49 Budget Transfers

**MOTION AND ROLL CALL VOTE**

**10. New Business:**

- a. 2019 Holiday Schedule  
**MOTION AND VOTE**
- b. Amended Humane Society Agreement  
**MOTION AND VOTE**
- c. Partnership with Sherman Community Foundation on Activity and Park Guide  
**MOTION AND VOTE**
- d. Resolution 18-50 -2019 Colonias Infrastructure Fund Application  
**MOTION AND VOTE**
- e. Disposal of Assets – Sheriff Department Vehicles  
**MOTION AND VOTE**
- f. Elected Officials Salary Increase  
**MOTION AND VOTE**
- g. 2<sup>nd</sup> Amended Resolution 18-05  
**MOTION AND VOTE**
- h. Road Maintenance Application  
**DISCUSSION ONLY**

**11. Executive Session:**

Executive Session pursuant to Section 10-15-1H(7) for discussion subject to the attorney-client privilege related to pending litigation in which Luna County is a named defendant.

Executive Session to discuss Limited Personnel Matters pursuant to §10-15-1 (H)(2) NMSA 1978 pertaining to applicants of County Manager's Position.

**MOTION AND ROLL CALL VOTE**

**12. Upcoming Meetings (unless otherwise specified):**

Staff Meeting- December 14, 2018 at 1:00 p.m. at Luna County Courthouse  
Work Session- January 10, 2019 at 9:00 a.m.

Regular Meeting- January 10, 2019 at 10:00 a.m.

**13. Adjourn:**

**NOTE TO THE PUBLIC:** Please use the microphone when addressing the Board. This is necessary for recording purposes. Thank you for your cooperation. Headphones for hearing enhancement are available upon request.

**MINUTES  
WORK SESSION  
LUNA COUNTY BOARD OF COUNTY COMMISSIONERS  
Friday November 9, 2018**

**BE IT REMEMBERED** that the Luna County Board of County Commissioners met at 9:00 a.m. on Friday, November 09, 2018 in the County Commission Chambers of the Luna County Courthouse, Deming, New Mexico, for the purpose of conducting a Work Session.

**CALL TO ORDER:** Chair Smrkovsky called the meeting to order at 9:06 a.m. and led the Pledge of Allegiance and the salute to the flag of New Mexico.

**ROLL CALL:** Deputy Clerk Pilar Salcido called roll. The following Commissioners constituting a quorum were present:

**Barbara L. Reedy, District 1  
Linda M. Smrkovsky, Chair, District 2  
John S. Sweetser, District 3**

**SERVICE AWARDS:** Chair Smrkovsky announced that Luna County Sheriff's Office Marty Crumley's five year service award will be postponed until next month. Russel Strong is no longer employed by Luna County and Dispatcher Aundrea Pena's five year service award will be presented at the dispatch office.

**PRESENTATIONS/ANNOUNCEMENTS:**

- **Southwest Center for Health Innovation:** John Costilla-Gonzalez gave an extensive presentation regarding this program. Mr. Costilla-Gonzales is the representative for the Southwest Center for Health Innovation of the New Mexico Public Health Institute which is a non-profit organization dealing with community health. This program is based out of Silver City and their mission is to develop strategies to improve quality of life in rural areas. In Luna County they will be focused on substance abuse prevention which will be grant funded by the Office of Substance Abuse Prevention. Their priorities are underage drinking, binge drinking, and prescription misuse. They are currently in the funding process which requires gathering information from the community.
- **Joe Padilla designated as Certified Zoning Official by NM Municipal League & NMLZO:** Interim County Manager Glory Juarez presented a plaque to Joe Padilla.
- **Service is Beautiful Award by SeamlessDocs:** Interim County Manager Glory Juarez gave recognition to Judy Hatch for this award. Ms. Hatch was not present.
- **Deming-Luna County Cancer Support:** Luna County was recognized and awarded for their outstanding generosity and dedication to Deming-Luna County Cancer Support.

- **Vision Survey Input:** Interim County Manager Glory Juarez asked for input on what the Commission would like to see as far as the employee survey. Commissioner Reedy suggested going to each of the department's with the current statement of purpose and ask the employees if they are interested in providing more input. Chair Smrkovsky suggested the survey include the five priorities and allow for space for comments.

**PUBLIC INPUT:** Alberta Morgan stated that we need to consider two separate surveys. One for the employees regarding their jobs and how to improve productivity, and one for the public which the employees are also a part of. It was her opinion that an updated survey is definitely needed as the County has changed a lot in nine years.

**COMMISSIONERS AND STAFF DISCUSSION ON REGULAR MEETING AGENDA ITEMS:** The Luna County Board of County Commissioners presented the Regular Meeting Agenda items for presentation and discussion by attending members of the public. *(\*Note: Items were presented for discussion only and no actions were taken.)* The following agenda items were discussed:

**Resolution 18-46 Budget Increases:** Chair Smrkovsky suggested pulling this resolution from the Consent agenda to discuss. She stated that the Commission has discussed holding off on making the Human Resource Specialist position permanent. Interim County Manager Glory Juarez stated that the need for this position was not known at budget preparation time and the needs of the Human Resource office warrants another full time position as demands have changed. Ms. Juarez stated that with the reorganization of the Human Resource Department at the beginning of the year the department began to centralize in order to promote consistency, which would include developing forms, hiring process from start to finish, everything and anything that involves recruitment and reprimands which have become very inconsistent because they were left in the hands of the departments. This initiative has been a discussion for some time and the intent is to advertise for a full time Human Resource Specialist. She stated that County Attorney Chuck Kretek is more involved in the union reprimands, legal and safety and isn't able to support the Human Resource department in the day to day responsibilities.

**Resolution 18-47 Complete Count Committee:** Ms. Juarez informed the commission that the County was approached by the United States Census Bureau regarding the 2020 census and they have asked the Board to appoint a complete count committee. This resolution is to get that process started if approved.

**ADJOURN:** Upon motion made by Commissioner Reedy and a second made by Chair Smrkovsky. Chair Smrkovsky adjourned the meeting at 10:01 a.m.

**ATTEST:**

**LUNA COUNTY BOARD OF  
COUNTY COMMISSIONERS**

\_\_\_\_\_  
**Andrea Rodriguez, Luna County Clerk**

\_\_\_\_\_  
**Barbara L. Reedy, District 1**

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

\_\_\_\_\_  
**Chair, Linda M. Smrkovsky, District 2**

\_\_\_\_\_  
**John S. Sweetser, District 3**

**MINUTES  
REGULAR MEETING  
LUNA COUNTY BOARD OF COUNTY  
COMMISSIONERS  
Friday, November 9, 2018**

**BE IT REMEMBERED** that the Luna County Board of County Commissioners met in regular session at 10:00 a.m. on Friday, November 9, 2018 in the County Commission Chambers of the Luna County Courthouse, Deming, New Mexico, for the purpose of conducting any and all business to come properly before the Board.

The following staff and elected officials were present: Interim County Manager Glory Juarez, Attorney Charles C. Kretek, Clerk Andrea Rodriguez, Chief Deputy Clerk Berenda McWright, Chief Appraiser Michelle Holguin, Sheriff Kelly Gannaway, Captain Michael Brown, DWI Program Edith Vasquez and Joe Padilla.

**CALL TO ORDER:** Chair Smrkovsky called the meeting to order at 10:07 a.m., and led the Pledge of Allegiance and the salute to the flag of New Mexico.

**ROLL CALL:** Deputy Clerk Pilar Salcido called roll. The following members of the Board constituting a quorum were present:

**Barbara L. Reedy, District 1  
Linda M. Smrkovsky, Chair, District 2  
John S. Sweetser, District 3**

**APPROVAL OF AGENDA:** Chair Smrkovsky motioned to move item C. Resolution 18-46 of the Consent Agenda to be considered under New Business item C. Commissioner Reedy seconded the motion which carried unanimously.

**HONOR OF VETERAN'S DAY:** A moment of silence was given in honor of Armed Service Members who serve our Nation.

**MINUTES:**

- **Special Meeting- October 04, 2018:** Upon a motion made by Commissioner Sweetser and a second by Commissioner Reedy the Minutes of the October 04, 2018 Special Meeting were unanimously approved.
- **Work Session- October 11, 2018:** Upon a motion made by Commissioner Reedy and a second by Commissioner Sweetser the Minutes of the October 11, 2018 Work Session were unanimously approved.
- **Regular Meeting- October 11, 2018:** Upon motion made by Commissioner Sweetser and a second by Commissioner Reedy the Minutes of the October 11, 2018 Regular Meeting were unanimously approved.
- **Special Meeting- October 16, 2018:** Upon motion made by Commissioner Reedy and a second by Commissioner Sweetser the Minutes of the October 16, 2018 Special Meeting were unanimously approved.

- **Special Meeting- October 22, 2018:** Upon motion made by Commissioner Sweetser and a second by Commissioner Reedy the Minutes of the October 22, 2018 Special Meeting were unanimously approved.
- **Special Meeting- October 29, 2018:** Upon motion made by Commissioner Reedy and a second by Commissioner Sweetser the Minutes of October 29, 2018 Special Meeting were unanimously approved.

**ELECTED OFFICIALS REPORTS:** Clerk Andrea Rodriguez reported that the Election was over. There were 6,211 total voters, which equates to 53% of the Luna County registered voters. She thanked the Maintenance Department, her staff and all whom were involved in helping make the election a success. Chair Smrkovsky thanked Andrea and her staff and all the poll workers and watchers for a job well done.

Sheriff Gannaway congratulated Linda Smrkovsky, Barbara Reedy and Diane Diaz on winning their election. He reported that assaults were up, burglaries, larcenies and vehicle theft were down. Overall calls for service, non-civil, accidents and DWI's were down. Deputies McBurney and Sias graduated from the Police Academy in Santa Fe and are now certified Police Officers. The Sheriff's Department's School Resource Officer Richard Huerta is currently attending class and will be sent to School Resource Officer training next month. Two new units have been received which have already been assigned to deputies. The Sheriff's Department is in the process of promoting a Detective, and hiring two Deputies and two Court Security Officers.

Chief Appraiser Michelle Holguin reported that they are currently working on the 2019 re-appraisals, they will be mailing out the personal property and livestock report soon. The Assessor's Office is working on the first of the year rendering period and getting ready to mail the notice of values. She stated that Assessor Delilah Rojo came through her surgery very well is hoping to come back to visit prior to her retirement.

**COUNTY MANAGER'S REPORT:** Interim County Manager Glory Juarez created a newsletter which she would like to use going forward to present the monthly report. She will report on the highlights of the departments and current projects.

- Dispatch had 9,418 calls in the month of October.
- An NCIC audit was conducted in dispatch. The report will be presented at the next meeting. Dispatch attended Terminal Agency Coordinator training. A total of 291 warrants were processed as of October 2018.
- The Road Department has hired five truck drivers. Road construction has begun on Hermanas Road SW and O'Kelly Rd SW to Sunshine Rd. The County will be doing a couple of press releases so that the public is aware of the increased construction activity in that area.
- Quotes for fencing are currently being obtained for the Cook's Peak Transfer Station.
- The IT Department is installing cameras at the Cook's Peak Transfer Station to help prevent illegal dumping.
- Starmax revenue for the month of October was \$109,278.
- One manufactured home inspection permit was issued in the Planning department and nine building permits were issued.



- Six events were held in the Special Event Center in October 2018 and five were held in the Courthouse Park and Pavilion.
- The Dia De Los Muertos event was a huge success.
- Detention Center: LCDC daily average population was 573 and the U.S. Marshals Service average population was 287 for the month of October. A new medical provider commenced their services at LCDC. Director Brice provided a written report for the Commission regarding some issues with inmate processing at the detention center.

**INDIGENT CLAIMS REPORT:** Upon motion by Commissioner Reedy and a second by Commissioner Sweetser, the meeting of the Board of County Commissioners was unanimously recessed and the meeting of the Indigent Hospital Claims Board convened. Interim County Manager Glory Juarez reported the total claims for the month of October were \$37,941.44. Two of those were from the detention center the rest from Mimbres Memorial Hospital. The Indigent Claims Fund holds a total of \$873,326.06 of that \$390,526.65 is encumbered. Commissioner Sweetser motioned to approve the Indigent Claims Report. Commissioner Reedy seconded the motion which carried unanimously. Commissioner Reedy motioned to recess as a Claims Board and reconvene as a County Commission. Commissioner Sweetser seconded the motion which carried unanimously.

**PUBLIC COMMENT:** Deming Luna County Main Street President Christine Ann Harvey congratulated Chair Smrkovsky and Commissioner Reedy on their win. She reported that the light parade will take place on December 1<sup>st</sup> and they are currently taking application for floats. The parade route will go down Spruce to Gold turning left down to the Court House and going around the Court House up the side of Diamond. Tentatively for Saturday, December 1st, we'll have the lighting of the Community Christmas Tree which will be a 26 foot giant spruce with a 4 ft. lighted star. Our Mayor will be speaking. Ms. Harvey extended an invitation to Glory, Chair or a Commissioner to speak as well. The Schools will have the band and/or choir singing and Santa Clause will arrive immediately after the lighting of the tree. The Kiwanis will have Santa Clause in the pavilion and he will be passing out goodies to kids.

**CONSENT AGENDA:** Upon a motion by Commissioner Reedy, and a second by Commissioner Sweetser the following items of the Consent Agenda were unanimously approved following a roll call vote.

- a. Accounts Payable: \$690,899.54
- b. Payroll: \$1,049,390.72

**NEW BUSINESS:** Chair Smrkovsky reviewed each item on the New Business agenda with the Commissioners:

- a. **Resolution 18-47 Complete Count Committee:** Commissioner Sweetser motioned to approve Resolution 18-47 Complete Count Committee. Commissioner Reedy seconded motion, which carried unanimously following a roll call vote.
- b. **Authorize Closure of County Offices for employee meeting December 14, 2018 at 12:00p.m.:** Commissioner Reedy motioned to approve the authorized closure of the County Offices for employee meeting on December 14, 2018 at 12:00pm. Commissioner Sweetser seconded motion, which was unanimously approved following a roll call vote.



- c. **Resolution 18-46 Budget Increases:** Chair Smrkovsky requested discussion of item one of the resolution which included a budget increase to pay the salary for a Human Resource full time position. County Attorney Charles Kretek explained the need for this position being filled permanently. He stated there is a huge backlog of paperwork that creates a liability for the County. Commissioner Reedy expressed her desire to have the new County Manager in place before making any changes with this temporary position. Chair Smrkovsky stated that the County Manager's position has been posted and closes on December 10, 2018 and she would like to review the item again in December. County Attorney Charles Kretek feels that we should wait and bring it back up in the March instead of December. Chair Smrkovsky entertained a motion to approve Resolution 18-46 as amended with exclusion of item one. Commissioner Reedy motioned to approve Resolution 18-46 as amended excluding item one. Commissioner Sweetser seconded the motion and carried unanimously following a roll call vote.

**CERTIFICATION OF CANVAS RESULTS FOR THE GENERAL ELECTION 2018:** Chair Smrkovsky requested a motion to approve the Certification of Canvas Results for the General Election 2018. Commissioner Sweetser so moved. Commissioner Reedy seconded the motion which carried unanimously following a roll call vote.

**EXECUTIVE SESSION: to discuss Limited Personnel Matters pursuant to §10-15-1 (H) (2) NMSA 1978 pertaining to the County Manager's Position and Interim County Manager's Position.** Chair Smrkovsky requested a motion to go into Executive Session to discuss Limited Personnel Matters pursuant to §10-15-1 (H) (2) NMSA 1978 pertaining to the County Manager's Position and Interim County Manager's Position. Commissioner Reedy so moved. The motion was seconded by Commissioner Sweetser. County Attorney Kretek explained that the issue to be discussed in Executive Session does not properly fall under the statutes listed on the agenda. The motion to go into Executive Session was rescinded.

**UPCOMING MEETINGS:** Chair Smrkovsky announced the following upcoming meetings.  
Public Meeting- November 13, 2018 – Feasibility Studies on Starmax and MVLC  
Work Session- December 13, 2018 at 9:00a.m.  
Regular Meeting- December 13, 2018 at 10:00 a.m.

**ADJOURN:** Upon a motion made by Commissioner Reedy and a second made by Commissioner Sweetser the meeting was adjourned at 11:09 p.m.

**ATTEST:**

**LUNA COUNTY BOARD OF COUNTY  
COMMISSIONERS**

\_\_\_\_\_  
**ANDREA RODRIGUEZ, LUNA COUNTY CLERK**

\_\_\_\_\_  
**BARBARA L. REEDY, DISTRICT 1**

**APPROVED:** \_\_\_\_\_

\_\_\_\_\_  
**LINDA M. SMRKOVSKY, DISTRICT 2**

\_\_\_\_\_  
**JOHN S. SWEETSER, DISTRICT 3**

# Indigent Hospital Claims Office

Glory Juarez, Interim County Manager

IHC Board Meeting December 13, 2018

Month	Number	Amount	Number	Denied
January	7	\$1,844.07	0	\$0.00
Feburary	0	\$0.00		
March	8	\$2,404.52		
April	22	\$17,234.79		
May	3	\$4,534.91		
June	25	\$23,599.53	1	\$3,627.14
July	0	\$0.00		
August	4	\$15,625.68		
September	50	\$32,631.99		
October	9	\$37,941.44		
November	0	\$0.00		
December	0	\$0.00		
Total	128	\$135,816.93	1	\$3,627.14
This Month's Total	Mimbres Memorial Hospital			\$0.00
This Month's Total	Gila Regional Medical Center			\$0.00
This Month's Total	Memorial Medical Center			\$0.00
This Month's Total	Deming Fire Dept./EMS			\$0.00
This Month's Total	All Other Services			\$0.00
Total				\$0.00
Year to Date Total	Mimbres Memorial Hospital			\$118,508.41
Year to Date Total	All Other Hospitals			\$0.00
Year to Date Total	Deming Fire Dept./EMS			\$0.00
Year to Date Total	All Other Services			\$1,682.84
Total				\$120,191.25
Care of Prisoners This Month - Not including SNCP Funds				\$37,890.94
Care of Prisoners Year to Date Indigent - Not including SNCP Funds				\$689,106.02
Care of Prisoners Year to Date Inmate Prescriptions/OTC Meds				\$18,926.03
Care of Prisoners Year to Date Dr. Bills				\$6,521.60
Total Cost of Care of Prisoners Year to Date				\$714,553.65
Monies Received for November 2018				\$67,712.43
Balance in IHC Fund as of November 30, 2018				\$839,423.07
Encumbrances as of November 30, 2018				\$360,592.80
		Date	Amount Approved	Amount Denied
	Signatures	12/13/2018	\$0.00	\$0.00
Barbara L. Reedy				
Linda M. Smrkovsky				
John S. Sweetser				

[illegible][illegible]

LCBCC Meeting December 13<sup>th</sup>, 2018

Accounts Payable

11/01/2018	\$135,944.79
11/01/2018	\$7,397.15
11/01/2018	\$5,525.74
11/2/2018	\$545.00
11/08/2018	\$120,188.36
11/08/2018	\$9,645.16
11/08/2018	\$3,216.92
11/15/2018	\$160,398.92
11/15/2018	\$13,215.56
11/15/2018	\$3,240.05
11/20/2018	\$77,678.38
11/20/2018	\$12,004.00
11/30/2018	\$137,388.77
11/30/2018	\$8,639.59
11/30/2018	\$10,303.95

P-Cards

October 2018	\$125,696.57
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Total \$830,964.91

*Luna County*  
*Board of County Commissioners*

**AGENDA 12/13/2018**

**PAYROLL**

11/05/2018	* Register # 20180048	\$1,516.91
11/06/2018	*Register # 20180049	\$ 9,444.00
11/07/2018	Register # 20180050	\$ 489,960.57
11/07/2018	*Register # 20180051	\$12,001.26
11/17/2018	*Register # 20180052	\$ 19,310.47
11/23/2018	Register # 20180053	\$496,845.33
11/23/2018	*Register # 20180054	\$15,946.24
11/27/2018	*Register # 20180055	\$676.50

**Total \$ 1,045,701.28**

\* Special

# **LUNA COUNTY BOARD OF COUNTY COMMISSIONERS**

## **RESOLUTION NO. 18-48 Proposed Inter/Intra Fund Budget Increases**

**WHEREAS**, the Luna County Board of County Commissioners has the statutory authority to approve, modify and amend the County's annual operating budget; and

**WHEREAS**, development of an annual budget includes a considerable amount of professional guessing about events that may occur in the future; and

**WHEREAS**, during the course of the budget year actual events can result in receiving revenues or making expenditures that were not expected at the time the budget was prepared and adopted; and

**WHEREAS**, it is necessary to adjust the County's adopted budget to properly provide for these unexpected events.

**NOW THEREFORE BE IT RESOLVED** that the Luna County Board of County Commissioners hereby adopts the changes to the County's Fiscal Year 107, July 1, 2018 through June 30, 2019 Budget proposed by the County's management staff and attached hereto in spreadsheet form, as amendments to the previously adopted operating budget.

**PASSED, APPROVED AND ADOPTED THIS 13<sup>th</sup> DAY OF DECEMBER, 2018.**

LUNA COUNTY

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Chairperson

ATTEST:

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Andrea Rodriguez, Luna County Clerk

Be it remembered that at a Regular meeting of the Luna County Board of County Commissioners in Deming NM on the 13th day of December, 2018, the following budget adjustments are proposed and entered of record.

SCHEDULE OF BUDGET ADJUSTMENTS				Budget Resolution Number 18-48 Proposed Inter/Intra FUND Budget Increase					Entity Code DFA Resolution Number	
ITEM NO	Adjustment Type	Fund/ DFA Fund	Dept.	From	Amount	To	Amount	Purpose	Approved Budget Balance	Adjusted Budget Balance
One	Increase	609/22600	Adult Detention	609/22600	\$ 600,000.00	609-21-2029 Capital Improvements	\$ 600,000.00	To pay for roof repairs and other necessary capital improvements/repairs at the LC Detention Center.	\$	\$ 600,000.00
Two	Increase	408/22300	DWI - Grant	408/22300	\$ (1,814.00)	408-77-1312 (Revenue) DWI Grant	\$ (1,814.00)	To increase both revenue and expense for monies which were reverted back to us from distribution funds.	\$ (66,000.00)	\$ (67,814.00)
					\$ 1,814.00	408-00-2020 Supplies	\$ 364.00	To increase both revenue and expense for monies which were reverted back to us from distribution funds.	\$ 3,055.13	\$ 3,419.13
						408-00-2101 Professional/ Contract Services	\$ 1,450.00	To increase both revenue and expense for monies which were reverted back to us from distribution funds.	\$ 11,600.00	\$ 13,050.00
Three	Increase	411/21800	Community Improvements - Emergency Mgmt Grant	411/21800	\$ (28,330.75)	411-77-1442 (Revenue) Emergency Management Grants	\$ (28,330.75)	To account for revenue and expenditure of partial salary and benefits award for our Emergency Manager through NMDSHEM EMPG grant.	\$ (6,661.00)	\$ (34,991.75)
					\$ 28,330.75	411-41-2443 Emergency Management Grants	\$ 28,330.75	To account for revenue and expenditure of partial salary and benefits award for our Emergency Manager through NMDSHEM EMPG grant.	\$ 3,748.00	\$ 32,078.75
					\$ 600,000.00		\$ 600,000.00		\$ (54,257.87)	\$ 545,742.13

NOW, THEREFORE, it is respectfully requested that the Luna County Commissioners, authorize the above adjustments to the Luna County Budget.

Done at Deming New Mexico this Thursday the 13th day of December, 2018.

LUNA COUNTY BOARD OF COUNTY COMMISSIONERS

Barbara L. Reedy, District 1

Linda M. Smrkovsky, District 2

John S. Sweetser, District 3



ATTEST:

Andrea Rodriguez, Luna County Clerk

Entered By:

Date

Checked By:

Date



**LUNA COUNTY BOARD OF COUNTY  
COMMISSIONERS**

**RESOLUTION NO. 18-49**  
**Proposed Intra/Inter Department Transfers**

**WHEREAS**, the Luna County Board of County Commissioners has the statutory authority to approve, modify and amend the County's annual operating budget; and

**WHEREAS**, development of an annual budget includes a considerable amount of professional guessing about events that may occur in the future; and

**WHEREAS**, during the course of the budget year actual events can result in receiving revenues or making expenditures that were not expected at the time the budget was prepared and adopted; and

**WHEREAS**, it is necessary to adjust the County's adopted budget to properly provide for these unexpected events.

**NOW THEREFORE BE IT RESOLVED** that the Luna County Board of County Commissioners hereby adopts the changes to the County's Fiscal Year 107, July 1, 2018 through June 30, 2019 Budget proposed by the County's management staff and attached hereto in spreadsheet form, as amendments to the previously adopted operating budget.

**PASSED, APPROVED AND ADOPTED THIS 13<sup>th</sup> DAY OF DECEMBER, 2018.**

LUNA COUNTY

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Chairperson

ATTEST:

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Andrea Rodriguez, Luna County Clerk

Be it remembered that at a Regular meeting of the Luna County Board of County Commissioners in Deming NM on the 13th day of December, 2018 the following budget adjustments are proposed and entered of record.

## Budget Resolution Number 18-49

### Proposed Intra/Inter Department Transfer

ITEM NO	Adjustment Type	Fund/ DFA Fund	Dept.	From	FROM Current Balance	Transfer amount	TO Line Number	Transfer Amount	Purpose
One	Transfer	609/22600	Adult Detention	609-21-2018 Inmate Medical	\$169,557.62	\$50,000.00	609-21-2005 Salaries - Overtime	\$50,000.00	To allow for spending through remainder of fiscal year due to opening of new addition and additional personnel needs to accommodate transports, medical runs, etc.
Two	Transfer	415/21800	Community Services - JJCS	415-13-2101 Professional/ Contract Services	\$6,312.00	\$6,312.00	415-13-2003 Salaries - Part-Time	\$5,863.45	To allow for spending through remainder of fiscal year for Reading/Math Intervention Educational Assistance sub-contract.
							415-13-2060 Match - Medicare 1.45%	\$85.02	To allow for spending through remainder of fiscal year for Reading/Math Intervention Educational Assistance sub-contract.
							415-13-2064 Match - FICA 6.2%	\$363.53	To allow for spending through remainder of fiscal year for Reading/Math Intervention Educational Assistance sub-contract.
Three	Transfer	510/40200	LCDC Addition - 3/8 GRT	510/40200		\$600,000.00	609/22600	\$600,000.00	To pay for roof repairs and other necessary capital improvements/repairs at the LC Detention Center as approved by the LC Finance Committee.
					\$175,869.62	\$656,312.00		\$656,312.00	

NOW, THEREFORE, it is respectfully requested that the Luna County Commissioners, authorize the above adjustments to the Luna County Budget.

Done at Deming New Mexico this **Thursday the 13th day of December, 2018.**

LUNA COUNTY BOARD OF COUNTY COMMISSIONERS

Barbara L. Reedy, District 1

Linda M. Smrkovsky, District 2

John S. Sweetser, District 3



ATTEST:

Andrea Rodriguez, Luna County Clerk

Entered By:

Checked By:

Date

Date

STATE OF NEW MEXICO

# COUNTY OF LUNA

700 S. SILVER AVENUE  
P.O. DRAWER 551 DEMING, NEW MEXICO 88031-0551  
(575) 543-6579 FAX (575) 543-6577



## 2019 Luna County Holiday Schedule

Holiday	Day of Observance	Date
New Year's Day	Tuesday	1/01/2019
Martin Luther King, Jr. Day	Monday	1/21/2019
Presidents' Day	Monday	2/18/2019
Good Friday	Friday	4/19/2019
Memorial Day	Monday	5/27/2019
Independence Day	Thursday	7/04/2019
Labor Day	Monday	9/02/2019
Columbus Day	Monday	10/14/2019
Veteran's Day	Monday	11/11/2019
Thanksgiving Day-Close @ noon	Wednesday	11/20/2019
Thanksgiving Day	Thursday	11/21/2019
Personal Day	Friday	11/22/2019
Christmas Eve	Tuesday	12/24/2019
Christmas Day	Wednesday	12/25/2019

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Linda M. Smrkovsky, Chair

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Date

*Luna County Government exists to provide structure and order to enable the people to address their common need for safety, wellness and community development.*

**ADDENDUM TO MEMORANDUM OF AGREEMENT**

**BETWEEN**

**LUNA COUNTY AND DEMING-LUNA COUNTY HUMANE SOCIETY**

**RECITALS**

**THIS AGREEMENT** made this \_\_\_\_ day of December, 2018, by and between Luna County ("County") and the Deming-Luna County Humane Society ("Society"), a New Mexico non-profit corporation, for the current fiscal year ending June 30, 2019.

**WHEREAS**, the County and the Society entered into a Memorandum of Agreement ("MoA") dated July 12, 2018, wherein the County contracts with the Society for services related to the ordinances related to the regulation and control of domesticated dogs and cats in Luna County and for the operation of an animal shelter;

**WHEREAS**, the Society is in need of supplemental funds to continue operations in connection with the MoA; and

**WHEREAS**, the County is in need of additional reporting in connection with performance under the MoA.

**NOW, THEREFORE** therefore in consideration of the foregoing recitals, and the mutual covenants contained herein, the parties agree as follows:

1. The County will provide a one-time, lump sum payment of Ten Thousand Dollars (\$10,000.00) to the Society on or before December 31, 2018, after receipt of the first monthly report.
2. The Society will provide monthly reports for the duration of the MoA, beginning in December, 2018, on the form attached hereto as Exhibit A. Said reports to be delivered to the County Manager's Office no later than seventy-two (72) hours prior to the regularly scheduled monthly meetings of the Board of County Commissioners of Luna County.
3. The Society, in addition to the monthly report, will maintain records of the disposition of each of the live animals transferred to any person or entity other than the lawful owner or adoptee and shall produce said records upon written request by the County.
4. The Society, on or before May 1, 2018, shall deliver to the County Manager's Office the financial records required by Section 10B of the MoA, which shall include but not be limited to, an Income Statement showing all funds, from whatever source, received and all funds expended for the period from July 1, 2019, through April 30, 2019.

**IN WITNESS WHEREOF**, the parties hereto affixed their signatures.

Signed for and on behalf of:

Deming-Luna County Humane Society

By \_\_\_\_\_  
Board President

Signed for and on behalf of:

Board of County Commissioner of  
Luna County

By \_\_\_\_\_  
Glory Juarez,  
Interim County Manager

<b>MONTHLY SHELTER REPORT - CANINE</b>				<b>Month:</b>	
<b>Dogs in Shelter at Month's Start</b>					
<b>Puppies in Shelter at Month's Start</b>					
Dogs Surrendered					
Puppies Surrendered					
Dogs Captured					
Puppies Captured					
Puppies Born at Shelter					
Dogs from other sources					
Puppies from other Sources					
<b>Total Dogs Added</b>					
<b>Total Puppies Added</b>					
Dogs Euthanized					
Puppies Euthanized					
Dogs Returned					
Puppies Returned					
Dogs Adopted					
Puppies Adopted					
Dogs Transferred					
Puppies Transferred					
<b>Total Dogs Subtracted</b>					
<b>Total Puppies Subtracted</b>					
<b>Dogs in Shelter at Month's End</b>					
<b>Puppies in Shelter at Month's End</b>					

<b>MONTHLY SHELTER REPORT - FELINE</b>				<b>Month:</b>	
<b>Cats in Shelter at Month's Start</b>					
<b>Kittens in Shelter at Month's Start</b>					
Cats Surrendered					
Kittens Surrendered					
Cats Captured					
Kittens Captured					
Kittens at Shelter					
Cats from other sources					
Kittens from other Sources					
<b>Total Cats Added</b>					
<b>Total Kittens Added</b>					
Cats Euthanized					
Kittens Euthanized					
Cats Returned					
Kittens Returned					
Cats Adopted					
Kittens Adopted					
Cats Transferred					
Kittens Transferred					
<b>Total Cats Subtracted</b>					
<b>Total Kittens Subtracted</b>					
<b>Cats in Shelter at Month's End</b>					
<b>Kittens in Shelter at Month's End</b>					



# Activity Guide & Resource Directory

## COLLECTIVE IMPACT

With your help, the publication of the 2019 Activity & Park Guide will mark the fifth distribution of what is a go-to in the community as a compendium of community resources, activities, and programs. With 10,000 copies printed and widely distributed of each edition, the Guide is 56 pages of content; a comprehensive directory of physical and cultural activities with meaningful information about community offerings for locals and potential visitors. The Guide truly dispels the myth that "there is nothing to do in Deming" through promotion of the community's assets.

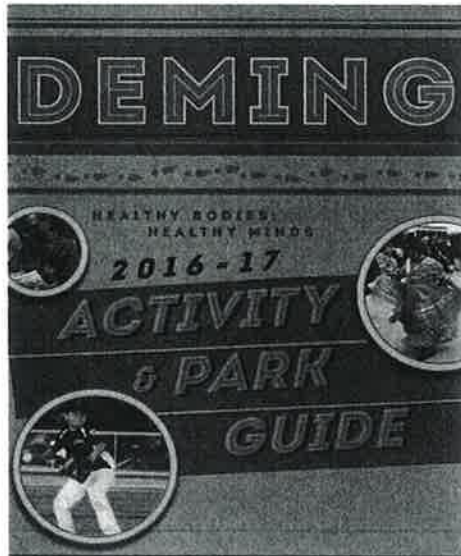
The Sherman Community Foundation is again, alongside its community partners, working to print the next edition, with publication planned for May 2019, in time for a traditional and vital component of the project; giving every student in the school district, over 5,000, a copy. Copies will be distributed through dozens of well-established relationships with government offices, clinics, banks, visitors' centers, learning facilities, restaurants, recreational vehicle parks, and more.

If support for the project is fully realized, the team will also build an easily searchable online Resource Directory of health and social services. The directory will be bilingual with a user-friendly interface to facilitate accessing services on computers and mobile phones with low data consumption.

## A SOCIAL ENTERPRISE

The 27-year-old Community Foundation has five years' experience building and distributing the guide. Your support helps the team collect and update information and photos, build the Guide's layout, print 10,000 copies, and distribute them to locations around the community, region, and web.

Support from community partners is always acknowledged with the placement of a logo on the sponsor page.



## INCLUDED WITH GUIDE

- Comprehensive information about local programs and activities
- Listing of city parks
- Map of trails & paths
- Information for food banks and other social services
- Local attractions
- Community events calendar
- Electronic version

## RETURN ON INVESTMENT

Your support of the project positively impacts our community. The Guide is the perfect tool to highlight events, programs, and resources to local residents, visitors, and those considering moving here.

The Guide has and will continue to be the most comprehensive print and electronic tool toward:

- Improving health outcomes through increased access to information about physical activity opportunities, outdoor recreation, parks, trails, clubs, and sports programs.
- Promoting the area as a tourist destination by publicizing fun and family-friendly events, sights to see, and entertainment.
- Marketing Deming and Luna County as a viable and rewarding community in which to live, particularly for families and senior citizens.

Tax-deductible donations are accepted through the Sherman Community Foundation. Any amount is appreciated. The Foundation is a 501(c)(3) offering fiscal sponsorship (EIN 85-6083870). For more information, contact: Pauli Galin: (575) 546-8846, [ShermanCommunityFoundation@gmail.com](mailto:ShermanCommunityFoundation@gmail.com), or 210 South Silver Avenue, Deming, NM 88030.

# Activity Guide & Resource Directory

## PROJECT BUDGET

### Personnel

Community Liaison	Gather information and seek support/funding	\$1,000.00
Billing/bookkeeping - 12 months	Oversee project budget and expenses	\$500.00
Fact check	Update content of Guide/Community Directory	\$500.00
Translator	Translation of selected portions of Guide/Community Directory	\$240.00
Photo content production	Activity Guide/Community Directory	\$500.00
Written content production	Activity Guide/Community Directory	\$3,000.00
Edit/copy edit/proof	Activity Guide/Community Directory	\$1,000.00
Website design and layout	Community Directory	\$1,000.00
Maintain website 12 months	Community Directory	\$500.00
Input changes & reflow content	Activity Guide print and online PDF	\$1,400.00

### Supplies and Materials

Paper	In-house purposes of layout/design/proof	\$50.00
Ink	In-house purposes of layout/design/proof	\$150.00

### Transportation and Travel

Distribution of Activity Guide	Luna County distribution of Activity Guide	\$252.00
Distribution of Activity Guide	Depending on fundraising; distribution of increased print run	\$250.00

### Communication/Promotion

Print and delivery	Activity Guide, 48- to 56-pages, 10,000 copies	\$3,463.36
Additional print run	Depending on fundraising; may increase print run by 5,000 copies	\$1,015.38

### Other Expenses

Website domain/host/site	Online Community Directory	\$400.00
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### **Total**

**\$15,220.74**

Tax-deductible donations are accepted through the Sherman Community Foundation. Any amount is appreciated. The Foundation is a 501(c)(3) offering fiscal sponsorship (EIN 85-6083870). For more information, contact: Pauli Galin: (575) 546-8846, [ShermanCommunityFoundation@gmail.com](mailto:ShermanCommunityFoundation@gmail.com), or 210 South Silver Avenue, Deming, NM 88030.

**RESOLUTION NO. 18-50**

**A RESOLUTION BY THE COUNTY COMMISSIONERS, THE GOVERNING BODY OF LUNA COUNTY NEW MEXICO, WHEREBY THE COUNTY COMMISSION AUTHORIZES AND APPROVES SUBMISSION OF A COMPLETED APPLICATION FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL TO THE NEW MEXICO FINANCE AUTHORITY FOR THE COLONIAS INFRASTRUCTURE FUND.**

**WHEREAS**, *Luna County* ("Governmental Unit") is a qualified entity under the New Mexico Finance Authority Colonias Infrastructure Act, Sections 6-30-1 through 6-30-8, NMSA 1978 ("Act"), and the *County Commissioners* ("Governing Body") is authorized to borrow funds and/or issue bonds for financing of public projects for benefit of the Governmental Unit; and

**WHEREAS**, the New Mexico Finance Authority ("Authority") has instituted a program for financing of projects from the Colonias Infrastructure Fund created under the Act and has developed an application procedure whereby the Governing Body may submit an application ("Application") for financial assistance from the Authority for public projects; and

**WHEREAS**, the Governing Body intends to undertake planning and design services for the Luna County Rockhound Roadway & Drainage Phase II ("Project") for the benefit of the Governmental unit and its citizens; and

**NOW THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS, THE GOVERNING BODY OF LUNA COUNTY, NEW MEXICO** that the project type falls under Roads/Drainage and proposes planning and design services for the Luna County Rockhound Roadway & Drainage Phase II project. The financial assistance requested is in the amount of \$200,000.00. Luna County hereby pledges the required 10% local match in the amount of \$20,000.00 in support of the application.

1. That all action (not consistent with the provision hereof) heretofore taken by the Governing Body and the officers and employees thereof directed toward the Application and the Project, be and the same is hereby ratified, approved and confirmed.
2. That the submission of the Application requesting funding from the Colonias Infrastructure Fund, be and the same is hereby approved and confirmed.
3. That the officers and employees of the Governing Body are hereby directed and requested to submit the completed Application to the Authority for its review, and are further authorized to take such other action as may be requested by the Authority in its consideration and review of the Application and to further proceed with arrangements for financing the Project.
4. All acts and resolutions in conflict with this resolution are hereby rescinded, annulled, and repealed.
5. This resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED AND ADOPTED this 13<sup>th</sup> day of December, 2018.**

---

Linda M. Smrkovsky, Chairperson

**ATTEST:**

---

Andrea Rodriguez, Luna County Clerk

STATE OF NEW MEXICO

# COUNTY OF LUNA

700 SOUTH SILVER AVENUE  
P.O. DRAWER 551 DEMING, NEW MEXICO 88031-0551  
(575) 546-0494 FAX (575) 546-4708



To: Luna County Board of County Commissioners  
CC: Glory Juarez, Interim County Manager

From: Joanne C. Hethcox, Budget and Procurement Director

Date: Monday, December 10, 2018

Subject: Disposal of Assets

The attached is a list of assets Luna County would like to dispose of with LCBCC approval at the December 13, 2018 meeting. Assets shall be disposed of by live or online auction process open to the public.

SEE ATTACHED LIST

ATTEST:

Approved by the Luna County  
Board of County Commissioners  
Date: December 13, 2018

\_\_\_\_\_  
Andrea Rodriguez, Luna County Clerk

By \_\_\_\_\_  
Linda M. Smrkovsky, Chairperson

“Luna County Government exists to provide structure and order to enable the people to address their common need for safety, wellness and community development.”

**KELLY GANNAWAY**  
SHERIFF

**JOSE MARTINEZ**  
CAPTAIN



**LUNA COUNTY SHERIFF'S DEPARTMENT**

2462 J STREET, S.E.  
DEMING, NEW MEXICO 88030  
PH: (575) 546-2655 FAX: (575) 546-8533

November 26, 2018

Luna County Interim County Manager  
Glory Juarez

ATTN: Grisel Melendez, Inventory  
David Marrufo  
Luna County Business office

Glory:

The Luna County Sheriff's Department would like to auction the following vehicles as soon as possible:

981749	2010 Dodge Ram Pickup	VIN # 1D7RV1CT4AS177778
981957	2010 Dodge Ram Pickup	VIN# 1D7RV1CT9AS186279
981310	1991 BMV 10 TON 6X6 Tract	VIN# 32F10024
981311	1993 Chevy Cheyenne P/U	VIN# 1GBGC24J6PE176377
981312	1967 Kaiser Jeep Carg Trk	VIN# NK06460054011056
981313	1968 Kaiser Jeep Carg Trk	VIN# 012532014
981318	1984 BMV 5 ton 6x6 Trk	VIN# 84K841

Please get the necessary authorizations to have these vehicles auctioned as soon as possible.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kelly Gannaway".

Kelly Gannaway  
Sheriff, Luna County



**LUNA COUNTY  
RESOLUTION 18-23**

**ESTABLISHING SALARIES FOR ELECTED OFFICIALS**

**WHEREAS**, Section 4-44-1, NMSA 1978 establishes classification of counties for the purpose of fixing salaries of public officer on a biennial basis, pursuant to Section 4-44-2, NMSA 1978; and

**WHEREAS**, Luna County is classified as a B Over County and as such, the Luna County Board of Commissioners shall establish salaries not to exceed salaries set by the Legislature, Section 4-44-4.1, NMSA 1978;

**WHEREAS**, The Luna County Board of Commissioners last addressed the salaries of elected officials at the Regular Meeting on December 1, 2016 as follows:

<b>Position</b>	<b>Salary Prior to 01/2017</b>	<b>Salary After 01/2017 (Eligible Officials)</b>	<b>Cap 4-44-4.1, NMSA 1978</b>
Assessor	\$57,265.00	\$61,559.94	\$65,855.00
Clerk	\$57,265.00	\$61,559.94	\$65,855.00
Commissioner	\$22,831.90	\$24,544.26	\$26,257.00
Probate Judge	\$20,023.94	\$21,525.66	\$23,028.00
Sheriff	\$59,697.82	\$64,175.28	\$68,654.00
Treasurer	\$54,418.00	\$61,559.94	\$65,855.00

**WHEREAS**, Luna County Board of Commissioners sets salaries effective January 1, 2019 as follows:

<b>Position</b>	<b>Salary Prior to 01/2019</b>	<b>Salary After 01/2019 (Eligible Officials)</b>	<b>Cap 4-44-4.1, NMSA 1978</b>
Assessor	\$61,559.94	\$61,559.94	\$75,733.00
Clerk	\$61,559.94	\$61,559.94	\$75,733.00
Commissioner	\$24,544.26	\$24,544.26	\$30,196.00
Probate Judge	\$21,525.66	\$21,525.66	\$26,482.00
Sheriff	\$64,175.28	\$64,175.28	\$78,952.00
Treasurer	\$61,559.94	\$61,559.94	\$75,733.00

**WHEREAS**, the New Mexico Constitution, Article IV, Section 27, prohibits changing the salary of any elected official during the term of office in which the change is made.

**NOW THEREFORE BE IT RESOLVED**, the Luna County Board of Commissioners approve the above listed salaries for the fiscal year 2019 and applied to eligible elected officials and shall amend this resolution annually prior to the approval of annual preliminary budget.

**DONE THIS 10<sup>TH</sup> DAY OF MAY, 2018**  
**LUNA COUNTY BOARD OF COMMISSIONERS**

**ATTEST:**

  
Andrea Rodriguez, County Clerk



**LUNA COUNTY:**

  
Linda M. Smrkovsky, Chairperson

  
Barbara L. Reedy, Member

ABSENT  
John S. Sweetser, Member



*Be it remembered that at a regular meeting of the Luna County Board of County Commissioners in Deming, New Mexico, on the 13<sup>th</sup> day December, 2018, the following proceedings were had and entered of record.*

**SECOND AMENDED RESOLUTION #18-05**

**NOTICE OF RIGHT TO INSPECT PUBLIC RECORDS**

**WHEREAS**, Luna County Government shall comply with the Inspection of Public Records Act of New Mexico, Section 14-2-1 through 12, NMSA 1978;

**WHEREAS**, any person wishing to inspect public records may submit an oral or written request to the Custodian of Public Records. However, the procedures set forth in the Act shall be in response to a written request. The failure to respond to an oral request shall not subject the custodian to any penalty. If a person requesting inspection would like a copy of a public record, a reasonable fee set by the annual Notice of Fees Resolution will be applicable;

**WHEREAS**, nothing in the Inspection of Public Records Act shall be construed to require a public body to create a public record;

**WHEREAS**, a written request shall provide the name, address and telephone number of the person seeking access to the records and shall identify the records sought with reasonable particularity. No person requesting records shall be required to state the reason for inspecting the records;

**WHEREAS**, the custodian receiving a written request shall permit the inspection immediately or as soon as is practicable under the circumstances, but not later than fifteen days after receiving a written request. If the inspection is not permitted within three business days, the custodian shall explain in writing when the records will be available for inspection or when the public body will respond to the request. The three-day period shall not begin until the written request is delivered to the office of the custodian;

**WHEREAS**, in the event that a written request is not made to the custodian having possession of or responsibility for the public records requested, the person receiving the request shall promptly forward the request to the custodian of the requested public records, if known, and notify the requester. The notification to the requester shall state the reason for the absence of records from that person's custody or control, the records' location and the name and address of the custodian;

**WHEREAS**, for the purposes of the Act, "written request" includes an electronic communication, including email or facsimile; and

**WHEREAS**, requests to inspect public records should be submitted to the Custodian of Public Records.

**NOW THEREFORE BE IT RESOLVED**, the Luna County Board of County Commissioners designates the Assistant County Manager as the Custodian of Public Records. Contact information is as follows:

Luna County Manager  
Luna County Courthouse  
700 S. Silver Avenue  
Deming, NM 88030  
Phone: (575) 546-0494  
Fax: (575) 544-4293  
ipra@lunacountynm.us

**Done at Deming, New Mexico this 13<sup>th</sup> day of December, 2018**

**Luna County Board of County Commissioners**

**ATTEST:**

\_\_\_\_\_  
**Barbara Reedy, Member**

\_\_\_\_\_  
**Andrea Rodriguez, County Clerk**

\_\_\_\_\_  
**Linda M. Smrkovsky, Chair**

\_\_\_\_\_  
**John S. Sweetser, Member**

Rec'd  
12/12/17 10:15am  
CS

## LUNA COUNTY ROAD DEPARTMENT

### APPLICATION TO REQUEST AN ADDITION or DELETION TO THE COUNTY ROAD MAINTENANCE SYSTEM

#### DOVE MEADOW ESTATES

A SUBDIVISION OF ALL THAT PART OF THE N1/2 NW1/4 NW1/4,  
SE1/4 NW1/4 NW1/4, SW1/4 NW1/4 AND THE W1/2 SE1/4 NW1/4 OF  
SECTION 9, T. 24 S., R. 9 W., N.M.P.M., LUNA COUNTY, NEW MEXICO,  
MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ROAD NAME AND/OR DESCRIPTION: \_\_\_\_\_

LEGAL DISCRIPTION: Township: 24S Range 9W Section 9

COUNTY ROAD DISTRICT: A \_\_\_\_\_ B \_\_\_\_\_ C ☒ D \_\_\_\_\_

TYPE OF ROAD: Gravel ☒ Oiled \_\_\_\_\_ Other \_\_\_\_\_

LENGTH OF ROAD: Dove St. 1/2 mile WIDTH OF ROAD BASE 32 ft.  
1 mile of for total of all streets, Crest Drive, Crescent Drive  
EASEMENT FOR PUBLIC ROAD AND UTILITY PURPOSES VERIFIED: yes ☒ no \_\_\_\_\_

[ ] Attach a copy of local plat with clear identification of all the above information.

(Note: If the road is in a Deming or Sunshine Valley Ranchette Unit, we require that each landowner must sign and be made aware and agreeable that they will be accessed a "road maintenance fee" per front footage on their tax bill).

NAME OF APPLICANT(S) The Valenzong's, The

(Can be one property owner, several owners, and/or a petition. Attach a list of owners and/or petition if applicable.)

CONTACT PERSON: Mike Bolton

TELEPHONE: Mike Bolton 575 546 0665

MAILING ADDRESS: (595) 1625 Dona Ana

CITY: Deming NM ZIP: 88030

JUSTIFICATION FOR ADDITION or DELETION: (Note number of families, vehicles, and normal activities of the area to be considered. List special considerations such as school bus, emergency vehicle and mail routes.)

No mail routes  
No bus (school)  
7 family homes currently in development  
Has not been maintained for 7 years

**LUNA COUNTY ROAD  
DEPARTMENT  
CONSTRUCTION SPECIFICATIONS FOR  
GRAVEL ROADS FOR ADDITIONS TO  
MAINTENANCE SYSTEM:**

1. ROAD WIDTH: Right of way easements to the County shall not be less than eighty (80) feet, the only exception shall be for pre-existing subdivisions providing not less than sixty (60) foot easement. The actual road base width shall not be less than thirty (30) feet. The applicant(s) shall be responsible for providing conclusive proof the applicant(s) own the area of underlying easement or can otherwise convey merchantable title to the area. For sub-divisions, a lawfully dedicated easement must be part of the approved sub-division.
2. SUBGRADE: This item consists of the dressing, scarfying, shaping, wetting and compacting as required. Subgrade will be four (4) inches above surrounding natural ground.
3. DITCHES: The term "ditches" shall be interpreted to mean all side ditches, inlet and outlet ditches, changes in channels or streams, to and from culverts and other structures, diversion ditches and other ditches in connection with surface drainage.
4. COMPACTION: Except, as otherwise specified, the degree of compaction and density for backfilling and subgrade shall be a minimum of ninety (90) percent.
5. BASE MATERIAL: Four (4) inches of pit-run gravel compacted to a minimum of ninety (90) percent.
6. UTILITIES: All underground utilities will be buried a minimum of forty-two (42) inches. Documentation proving all underground utilities, from each utility company, are buried a minimum of forty-two (42) inches.

ROAD NAME AND/OR DESCRIPTION: Dove Rd, Crest Dr., CREAGENT,  
Faith

PROCEDURE FOR CONSIDERATION:

1. Annual deadline for application is December 1st.
2. Each application will be reviewed and qualified by the Road Superintendent or designee prior to the January meeting of the Board of County Commissioners.
3. Shortly after the January meeting, the Commissioners and the Road Superintendent will inspect the site and determine the condition of the road. A water flow assessment will be performed to insure NO water flow diversion has been constructed.
4. If a road does not meet the County specifications, the property owners shall have an opportunity to make the required improvements no later than January of the same year.
5. The decision of the Board of County Commissioners will be announced at their regular meeting in February.

I, the undersigned contact person have received, read and understand the Luna County Road Department Construction Specifications for Gravel Roads.

I further understand these specifications serve as a guideline for new subdivisions, the building of new roads and the upgrade of existing private roads. The actual cost of the improvements is solely that of the property owners.

SIGNED: \_\_\_\_\_

Michael B. Barte

DATED: \_\_\_\_\_

12-17-17

APPLICATIONS MAY BE MAILED TO:

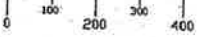
Luna County Road Department  
P.O. Drawer 551  
Deming, NM 88031



N

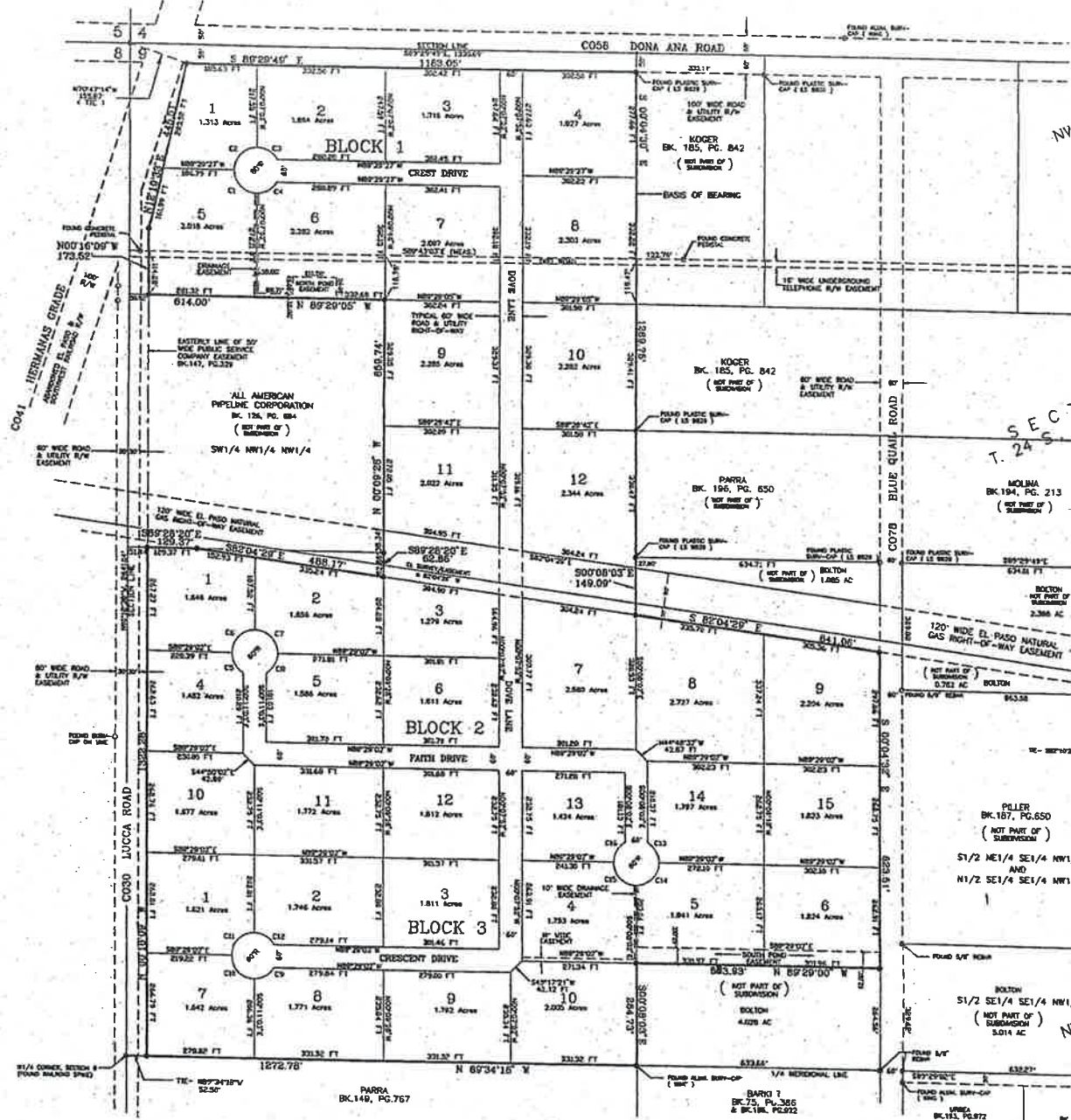


SCALE: 1" = 200 FT.



SECTION 8

SECTION 4



DRAINAGE & UTILITY  
EASEMENT DETAIL  
NOT TO SCALE

UNLESS SHOWN OTHERWISE, UTILITY EASEMENTS AS SHOWN ABOVE, ARE DEDICATED TO COLUMBUS ELECTRIC COOPERATIVE, INC. FOR THE USE OF ELECTRICITY AND GAS. THESE EASEMENTS ARE FOR THE INSTALLATION AND MAINTENANCE OF DRAINAGE STRUCTURES AND WATER COURSES.

LOT DIVISIONS:

LOTS SHALL NOT BE FURTHER SUBDIVIDED WITHOUT THE CONSENT OF THE LUNA COUNTY COMMISSION.

SURVEYOR'S CERTIFICATION

I HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF NEW MEXICO, AND THAT THIS PLAN WAS MADE BY ME OR UNDER MY SUPERVISION FROM NOTES OF AN ACTUAL FIELD SURVEY THAT MEETS THE MINIMUM REQUIREMENTS FOR LAND SURVEYS IN THE STATE OF NEW MEXICO AS ADOPTED BY THE NEW MEXICO STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS, AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

JOHN R. SOSAY  
MPS No. 13473 03/22/00



TIERRA SURVEYING  
P.O. BOX 534  
BAYARD, NM. 88023  
PHONE: (505) 537-9604

NOTE: SET 1/2" REBAR WITH PLASTIC SURV-CAP, UNLESS NOTED OTHERWISE.

CURVE DATA					
CURVE #	RADIUS	DELTA	ARC	CHORD	LENGTH
C1	80.00'	80°30'31"	84.82'	144°48'40"W	85.33'
C2	80.00'	80°11'44"	83.50'	149°11'20"E	84.38'
C3	80.00'	50°38'17"	63.50'	85°48'40"C	60.38'
C4	80.00'	50°21'30"	62.16'	57°47'56"W	55.02'
C5	80.00'	50°42'15"	63.37'	102°50'03"W	60.83'
C6	80.00'	80°17'44"	83.51'	84°50'06"E	84.53'
C7	80.00'	80°41'57"	84.80'	54°50'07"E	85.37'
C8	80.00'	50°18'04"	62.10'	53°00'57"W	58.30'
C9	80.00'	80°38'18"	83.51'	149°00'07"W	84.33'
C10	80.00'	80°23'27"	83.57'	50°50'07"E	80.83'
C11	80.00'	80°42'18"	63.88'	50°48'33"E	60.30'
C12	80.00'	80°48'36"	63.88'	54°51'28"W	84.37'
C13	80.00'	80°41'57"	84.80'	149°44'33"W	85.37'
C14	80.00'	50°27'56"	62.15'	100°11'27"C	58.41'

SURVEY PLAT  
OF  
DOVE MEADOW ESTATES

A SUBDIVISION OF ALL THAT PART OF THE N1/2 NW1/4 NW1/4,  
SE1/4 NW1/4 NW1/4, SW1/4 NW1/4 AND THE W1/2 SE1/4 NW1/4 OF  
SECTION 9, T. 24 S., R. 9 W., N.M.P.M., LUNA COUNTY, NEW MEXICO,  
MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at the Southwest corner of the tract herein described, a point on the Easterly line of the Public Service Company Easement lying East of County Road C036 (Lucas Road) as described in Book 147, Page 328, of the Office of the Luna County Clerk, WHENCE the West 1/4 corner of said Section 9, T.24 S., R.9 W., N.M.P.M., (a railroad spike found in place) bears N89°34'18"W a distance of 52.50 feet;

THENCE, from the point of beginning, N00°16'05"W along said Easterly line of the Public Service Company Easement a distance of 1322.26 feet to a point on the Southerly line of the SW1/4NW1/4NW1/4 of said Section 9;

THENCE, S 89°28'20" E along said Southerly line of the SW1/4 NW1/4 NW1/4 a distance of 129.37 feet to a point on the Southerly Right-of-way Easement line of the El Paso Natural Gas Easement as described in Book 9, Page 360 of the records of the Luna County Clerk;

THENCE, S 82°04'26" E along said Southerly Right-of-way easement line a distance of 486.17 feet to a point;

THENCE, N 00°08'28" W a distance of 62.66 feet to the Southeast corner of said SW1/4 NW1/4 NW1/4 of Section 9;

THENCE, N00°09'25" W a distance of 659.74 feet to the Northeast corner of said SW1/4NW1/4NW1/4;

THENCE, N89°28'05" W along the North line of said SW1/4NW1/4NW1/4 a distance of 614.00 feet to a point on the Easterly line of said Public Service Company Easement;

THENCE, N00°16'05"W along said Easterly easement line a distance of 173.52 feet to a point;

THENCE, N12°18'33"E a distance of 445.51 feet to a point on the Southerly right-of-way line of Luna County Road C058 (Donna Ana Road);

THENCE, S89°28'49"E along said Southerly right-of-way line of County Road C058 a distance of 1183.05 feet to a point on the Easterly line of the NW1/4NW1/4 of said Section 9 (a plastic surv-cap found in place);

THENCE, S00°04'30"E along said Easterly line of the NW1/4NW1/4 a distance of 1269.75 feet to the Southeast corner of said NW1/4NW1/4 (a plastic surv-cap found in place);

THENCE, S00°08'05"E a distance of 149.09 feet to a point on the Southerly Right-of-way Easement line of said El Paso Natural Gas Easement as described in Book 9, Page 360 of the records of the Luna County Clerk;

THENCE, S82°04'28"E along said Southerly Right-of-way Easement line a distance of 641.05 feet to a point on the Westerly right-of-way line of Luna County Road C078 (Blue Quail Road);

THENCE, S00°04'32"E along said Westerly right-of-way line of County Road C078 a distance of 823.51 feet to a point;

THENCE, N89°28'00" W a distance of 633.93 feet to a point;

THENCE, S00°08'03"E a distance of 264.73 feet to a point on the Southerly line of the NW1/4 of said Section 9;

THENCE, N89°34'18"W along said Southerly line of the NW1/4 of Section 9 a distance of 1272.78 feet to the point and place of beginning.

Containing 78.363 Acres, more or less.

SUBJECT to reservations, restrictions and easements of record.

OWNER'S CERTIFICATION

The plot hereon shown and the foregoing subdivision of portions of the NW1/4 of Section 9, T.24 S., R.9 W., N.M.P.M., Luna County, State of New Mexico, as described in the caption of this plat, is made with the free consent and in accordance with the desire of the undersigned owners and proprietors of the land so subdivided.

*Michael B. Bolton*  
MICHAEL B. BOLTON  
P.O. BOX 1875  
DEMING, NM 88031

*Twila D. Bolton*  
TWILA D. BOLTON  
P.O. BOX 1875  
DEMING, NM 88031

STATE OF NEW MEXICO )  
COUNTY OF LUNA ) SS

The above and foregoing instrument, statement of consent and desires to subdivide was acknowledged before me this 31st day of March, 2000.

*Debra H. Teague*  
NOTARY PUBLIC  
My commission expires 6/12/2001

BOARD OF LUNA COUNTY COMMISSIONERS APPROVAL

THIS PLAT IS HEREBY ACCEPTED FOR FILING BY THE LUNA COUNTY BOARD OF COUNTY COMMISSIONERS WITH THE UNDERSTANDING THAT LUNA COUNTY IS IN NO WAY RESPONSIBLE FOR THE DEVELOPMENT OR MAINTENANCE OF STREETS TO OR IN THE PLATTED AREA.

*U. Adams*  
COMMISSION CHAIRMAN  
ATTESTED: *Christina Chiswick*  
LUNA COUNTY CLERK

4-12-00  
DATE:

CITY OF DEMING, APPROVAL

IT IS HEREBY CERTIFIED THAT THIS SUBDIVISION COMPLIES WITH THE RULES AND REGULATIONS OF THE CITY OF DEMING PLANNING COMMISSION IN REGARDS TO THE DEMING-LUNA COUNTY EXTRA TERRITORIAL ZONING REGULATIONS AND IS HEREBY APPROVED. THE CITY OF DEMING IS IN NO WAY RESPONSIBLE FOR THE CONSTRUCTION OR MAINTENANCE OF STREETS TO OR IN THE PLATTED AREA.

ATTESTED: *Patricia Taylor*  
SECRETARY  
*William C. Hattwell*  
CHAIRMAN

DEMING CITY COUNCIL: Approved for filing

ATTESTED: *John H. Smith*  
CLERK  
*San R. Laca*  
MAYOR

APPROVAL FOR UTILITIES ACCESS

*U. Adams*  
COLUMBUS ELECTRIC COOPERATIVE, INC.  
4/12/00  
DATE:  
*J. J. Beggs*  
PNM GAS AND ELECTRIC  
April 12, 2000  
DATE:  
*J. M. Abner*  
JCS WEST COMMUNICATIONS  
4-12-00  
DATE:

FILING AND RECORDING

STATE OF NEW MEXICO )  
COUNTY OF LUNA ) SS  
FILED FOR RECORD THIS 9th DAY OF May, 2000  
AT 10:00 O'CLOCK A.M. AND RECORDED IN BOOK  
AT PAGE 19  
SUB E  
FEE: \$10.00 RECD: \$2000-02495  
*Notary Public*  
COUNTY CLERK  
*Andrew P. Bode*  
DEPUTY CLERK

INDEXING INFORMATION FOR COUNTY CLERK

OWNER: MICHAEL & TWILA BOLTON  
LOCATION: LUNA COUNTY NEW MEXICO  
NW 1/4, SECTION 9  
T. 24 S., R. 9 W.,  
N.M.P.M.

TYPE II SUBDIVISION