

VALENCIA COUNTY BOARD OF COMMISSIONERS

Regular Meeting Held At The

Los Lunas Consolidated Schools Board Meeting Room

November 5, 2003

PRESENT	ABSENT
Gary Daves, Chairman	
Paul Edward Trujillo, Vice-Chairman	
Aurelio H. Padilla, Member	
Alicia Aguilar, Member	
Mary J. Andersen, Member	
James Fernandez, County Manager	
	Thomas Garde, County Attorney
Tina Gallegos, County Clerk	
Press and Public	

Chairman Gary Daves called the Meeting to order at 5:00 PM.

Executive Session

Commissioner Trujillo made a motion to enter into executive session. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Chairman Daves called the meeting back to order. Commissioner Trujillo made a motion to enter regular session. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

James Fernandez, County Manager, reported as to what was discussed in executive session. New Hires Pending Pre-Employment/Physical/Drug Test for Elizabeth Lujan, Accounts Payable Clerk, Managers Office, Starting Date of November 17, 2003, Discussion in terms of a salary adjustment per budget for certification received for two Sheriff's Deputy's, Cameron Fisher and Shannon Grady, Discussion with the Assessor as to job duties and specific positions and no action was taken at this time. Discussion for a special session for the interim manager and interviews for a new County Attorney. No action was taken.

Commission Padilla made a motion to accept the above report as presented by Mr. Fernandez. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Chairman Daves said our County Attorney is not present so there was no discussion on litigation even though it is on the agenda.

Chairman Daves asked Barbara Baker to lead the Pledge of Allegiance.

Approval of Agenda

Tina Gallegos, County Clerk, read the agenda for the regular meeting of November 5, 2003. Chairman Daves said Item F (Indigent Board Report) be moved up because Barbara Baker needs to leave early. Commissioner Padilla made a motion for approval of the agenda. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Approval of Minutes

October 7, 2003 – Regular Meeting
October 14, 2003 – Special Meeting
October 21, 2003 – Regular Meeting

Commissioner Trujillo made a motion for approval of the above minutes. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Public Requests

Marie Garcia Shaffner – Questions on a Child Development Center
Patrick McKelvey –Street lights on Highway 47 & Golf Course Road
Bill Brown –Payments to the Valencia County Firefighters
Commissioner Aguilar publicly thanked County Manager, James Fernandez for all of his years of service to Valencia County. Mr. Fernandez is retiring as of the 10th of November. Mr. Fernandez has

given a lot to this County and we are losing a wealth of information in him that he has provided to this County.

ACTION ITEMS:

GENERAL REQUESTS:

DEPARTMENT REQUESTS/REPORTS:

Board of Commissioners Convenes as Indigent Board

Indigent Report & Appeals – Barbara Baker

Board Re-Convenes as Valencia County Board of Commissioners

Commissioner Andersen made a motion to convene as the Indigent Board. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Barbara Baker presented the indigent claims from September 23, 2003 to October 22, 2003. The total amount of claims submitted is \$138,429.93. There were 55 claims submitted and 16 applicant denials. Ms. Baker asked the Commission to approve \$41,531.84. Commissioner Andersen made a motion for approval. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Ms. Baker requested on behalf of James Fernandez an appeal for the indigent denial of Crystal Parras and Lonnie Dean, Valencia County Inmates. The bill was received after the 90-day limit. Ms. Baker recommended that \$425.00 each be paid to Living Cross Ambulance. Commissioner Padilla made a motion for approval. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Ms. Baker requested an indigent appeal for Joy Rimorin, which was denied on October 8, 2003. Ms. Rimorin was employed until June 3, 2003 and can no longer work due to a medical condition. Ms. Rimorin's husband passed away in January 2003 and they did not have any life insurance. Ms. Rimorin would like the Commissioner's to reconsider the denial and approve services in the amount of \$4,425.00. Commissioner Trujillo made a motion for approval. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Commissioner Aguilar made a motion to reconvene as Board of County Commissioners. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Resolution of Judicial Complex Committee – Judge William Sanchez

Judge Sanchez first commented he realizes Valencia County's financial status and Judge Otero has been willing to withdraw some of the requests as far as renovating the entire Commission room and this would be a substantial savings to the County that could be used for other purposes. Judge Sanchez said at the Commission's regular scheduled meeting held on October 21, 2003 they recommended that a committee be formed with the objective to meet the needs and concerns of the judicial system. Judge Sanchez said that the District Attorney would like to be added to the list but with the intention that the District Attorney's office know this bond is for a court complex only and not for any space for them. Chairman Daves said that he had got a call from Anthony Apodaca that he expressed an interest to be on the committee. Chairman Daves said he submitted his name to staff. Judge Sanchez said that Charles Sanchez had also expressed interest but in knowing that the position held by Judge Otero, which will be up for election, and he didn't want conflict because these individuals will be vying for that position. Commissioner Trujillo made a motion to add to the list Senator Michael Sanchez, Valencia County Sheriff or designee and Lemuel Martinez. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0. Commissioner Aguilar made a motion to add Commissioner Trujillo to represent the Board. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0. Commissioner Aguilar said with the recommendations that were provided she made a motion for approval of the following committee and this would be **Resolution 2003-53**. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

The committee would be comprised of the following:

Judge William Sanchez	Greg Ireland
Judge John Pope	Valencia County Manager
Judge Violet Otero	Valencia County Business/Fiscal Manager
Jaime Goldberg	Valencia County Commissioner Paul Trujillo
Senator Michael Sanchez	Valencia County Sheriff or designee
Lemuel Martinez	

Resolution of Trash Committee Tierra Bonita – Cyndi Sluder

Ms. Sluder said this resolution formalizes its intent to preserve and protect the health, welfare and safety of the citizens of the County by addressing the problem of illegal dumping and accumulation of

trash within the County. Commissioner Trujillo recommended that J.D. Cordova be added to the trash study committee as he had expressed an interest in serving on this committee. Commissioner Aguilar stated that Michael Lundmark and Dale Jones are listed in District 2 and for clarification purposes they are not in her District. Chairman Daves said this resolution if passes will allow the appointment of Mr. Cordova and also will allow the chair to be chosen by the Committee. Commissioner Trujillo made a motion for approval of **Resolution 2003-54**. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Resolution Proposed Department of Health Budget in Valencia County – Leona Woelk

Commissioner Aguilar said this resolution will have an impact on this County as far as health care and the many groups this organization has formed. The resolution by the Commission is against the proposed New Mexico Department of Health budget cuts to the maternal child health service coordination in this department to sustain at least minimal funding for health service coordinated in this County. Commissioner Aguilar gave a brief summary of some of the accomplishments. There has been some developments of county health profile and community needs assessment in 1991 and updated in 1994-1997, 2000, 2001 and 2003. There has also been a health council development and sustainment including collaborative partnerships with other planning entities such as the DWI Council, and Domestic Violence. They have also provided information and they disseminate the information for conferences and have a partnership with the legislators. The Valencia Community Partnership consists of 51 members. This shared membership enhances community assessment and planning and service coordination to effectively use limited community funds without duplicating services. Ms. Woelk thanked Commissioner Aguilar for her leadership and stated that the proposed budget cuts will undermine long-established community partnerships that align limited resources towards more effective service integration for the benefit of the residents of Valencia County. Commissioner Trujillo made a motion for approval of **Resolution 2003-55**. Seconded by Commissioner Aguilar. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0. Commissioner Aguilar asked if staff could send a copy of this resolution to each of our legislators, to head agencies including the Governor, the Children, Youth and Family and the Secretary of Health.

PLANNING & ZONING MATTERS:

Request for Committee Appointment For - Ruben Chavez

Regional Planning Organization

Transportation Advisory Committee

Mr. Chavez said the Middle Region Council of Governments is seeking renewal of a committee appointment representation of which he has had the pleasure of being chair for the past two years. This is for the Transportation Advisory Committee (TAC) representation and this is a sub-committee to the Regional Planning Organization (RPO) of which we are also a part of. The Commission should be advised that the RPO is separate from the MRCOG individual membership to COG. RPO's are mandated functions by the State and Federal aside from membership. Mr. Chavez said at the November TAC meeting they will be discussing TAC membership and he would like to ask the Commission that the Planning Department remain an active member of both the TAC and RPO. Commissioner Aguilar said at the beginning of the year when they were appointing individuals she recalls that the Road Superintendent should be the representative being that it involves roads and transportations and that Mr. Chavez be the alternate. Mr. Chavez said that is correct but what he is asking today to reappoint the TAC committee which is a sub-committee to the RPO. Commissioner Aguilar said the road superintendent should be involved in this. Commissioner Aguilar made a motion and recommended that the Road Superintendent, Daniel Trujillo be the member for the TAC committee. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0. Commissioner Trujillo made a motion that Commissioner Aguilar serve as the alternate member for the TAC committee. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Approval Amendment Resolution For ICIP 2003-2004 – Ruben Chavez

Mr. Chavez said the Commission previously authorized staff to proceed in applying for a \$25,000 planning grant. Due to competitiveness of planning grants a point system is used in authorizing planning grants throughout the State. The Local Government Division has authorized the submittal of an amendment to the 2003-2004 ICIP submittal. Commissioner Trujillo made a motion for approval of the amendment and this would be **Resolution 2003-56**. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Approval of Resolutions:

Combining Precinct 24 & Precinct 26

List of Polling Places-2004 Primary & General Elections

Naming Absentee & Absentee In-Person Voting Locations

Ms. Gallegos stated that she is before this Commission for approval on three separate resolutions. The first request is for approval of a resolution combining Precinct 24 and Precinct 26. As per statute NMSA Section 1-3-3 the Commission may in the interest of economy combine any precinct where the totals cast in the last General Election was less than 100. This polling location is in Belen at the First Baptist Church and the voters would still vote in the same place but would require one precinct board. Commissioner Aguilar asked if the voters would be notified and Ms. Gallegos said yes as per statute

they would notify every registered voter that they are in a new precinct with a new voter card. Commissioner Padilla made a motion to approve **Resolution 2003-57** combining precincts 24 and 26. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Ms. Gallegos said next we have a resolution to approve the polling locations for the next year's election in 2004. Ms. Gallegos said again per statute this needs to be done at the first meeting in November. Attached to the resolution is a list of all the polling locations that the County will be using for the Primary and General Election for next year. The only change from this list is the change we just did to combine precinct 24 and precinct 26. Commissioner Aguilar had a question on Precinct 20; Romero Country Store at Hwy 314 and this should read Hwy 116. Ms. Gallegos said that is correct and we will make that change to Hwy 116. Commissioner Andersen made a motion for approval of the list of polling places for the 2004 Primary & General Election **Resolution 2003-58**. Seconded by Commissioner Aguilar. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Ms. Gallegos said this is the final resolution naming absentee and absentee in person voting locations. This resolution designates an absentee voting precinct for the purpose of the registered voters with the County to cast their vote in person or by mail 28 days prior to the election. And again this is per statute, which requires that the Board of Commissioners designate an absentee in person voting precinct for the purpose of the registered voters within Valencia County to cast their vote on an electronic voting machine at the courthouse and at a satellite location in person 17 days prior to the election. The satellite location will be at the Del Rio Senior Citizens Center or Community Center in Rio Communities in Belen and this facility is owned by the County so there will no charge to have it at this location. The only problem now we face is where we will have early voting here at the Courthouse with the remodeling of the Commission meeting room that will be taking place. Commissioner Padilla made a motion for approval of **Resolution 2003-59** naming absentee and absentee in person voting locations. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Personal Property Rendition Forms

Award Bid #548 Ink Impressions – Beverly Gonzales

Mr. Fernandez on behalf of Ms. Gonzales requested to award the bid for the personal property rendition forms to Ink Impressions for the Assessor's Office and these get mailed out in January of every year. They received the one bid and this was from Ink Impressions in the amount of \$837.00. Commissioner Aguilar made a motion for approval to award the bid to Ink Impressions. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Request Approval Legislative Appropriations – Barbara Garcia

Ms. Garcia requested approval of Project No. ST-7561, Control #7791 to pave the roads in the Los Ranchitos Subdivision in the amount of \$136,000.00. Also Project No. ST-7561, Control No. 7786 for improvements to Camino Los Chavez in the amount of \$100,000.00. Ms. Garcia said that the New Mexico Department of Transportation is requesting signature from the Chair, the Commissioners, and the County Attorney. Commissioner Andersen made a motion for approval of the request for Project No. ST-7561, Control #7791 to pave the roads in the Los Ranchitos Subdivision. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla absent from this vote. Commissioner Andersen voted yes. Motion carried. 3-0.

Commissioner Aguilar made a motion for approval of the second Project No. ST-7561, Control #7786 for the paving of Camino Los Chavez. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Commissioner's Requests/Reports – Board of Commissioners

Commissioner Andersen said the subject of the remodeling of the courthouse came up earlier and she had questions for Mr. Fernandez. Mr. Fernandez said there is a scheduled meeting tomorrow at 8:00 AM with Judge Otero, the architect and the contractor. This is to discuss Judge Otero's request to work around her schedule so that she does not have to vacate her surroundings. Commissioner Andersen said she had another request to discuss the proposal for the Cornell Facility. Commissioner Andersen said she was at the bidder's conference and she was disappointed because there were only two bidders in attendance plus Cornell. Commissioner Andersen requested if there were some way we can let people know that we are interested in a proposal from them and a letter to all the bidders thanking them for coming and suggesting to the others that we set up another conference if that time was not convenient. We can encourage their questions and answers to their proposal. Commissioner Andersen asked if this letter could be written and this would probably need the Chairman's signature. Mr. Fernandez said we sent out certified notices to eight companies and we did receive notice back from the eight proposals that they did receive them. We did add one today at Chairman Daves request so certified notice is being sent out to them. Commissioner Aguilar said point of order if it is not disclosed on the agenda what is going to be discussed then no action can be taken. We can only make requests to be put on the next meetings agenda. Commissioner

Andersen said she failed to see why an action item or vote is required for a letter to bidders. This is only an administrative task that is being asked of the manager. Commissioner Trujillo said we have already sought and obtained an approval for the action. This is merely some guidance as to how to follow through with that action and he doesn't see why it would require a vote. Chairman Daves said he concurs because it is the discretion of the County Manager so it would be prudent to follow up with a letter. Commissioner Aguilar said what she objected to was set up another conference. Chairman Daves said a follow-up letter would be recommended.

Commissioner Trujillo said he had accepted a plaque on behalf of the Commissioner's from Habitat for Humanity, which they gave because they contributed to them. The Commissioner's won the pie-eating contest at the County Fair and they were entitled to \$100 from the 4-H to go out to eat. Commissioner Trujillo donated the \$100 to Habitat for Humanity and in gratitude they presented the Commission with a plaque. Commissioner Trujillo commented that he was impressed with this organization because they not only help individuals who cannot afford to own a home but they also help the community.

FINANCIAL/BUSINESS MATTERS:

Approval of Budget Resolutions

Budget Increase – Revenue & Creation of Expenditure Line Items – Legislative Appropriations

Mr. Fernandez said the first request is for a budget increase with the creation of an expenditure line item, in addition to the 2003-2004 fiscal year budget. The items listed are the legislative appropriations that were specifically received for the Senior Citizen program. Mr. Fernandez pointed out for the El Cerro Mission Center, Senior Citizen's Centers countywide and for the purchase of equipment and furniture, purchase of defibrillators for numerous centers and purchase of meal equipment for El Cerro Mission. These items that were not originally placed on the 2003-2004 fiscal year budget so we have recognized the legislative appropriations and the expenditure of these monies. Commissioner Trujillo made a motion for approval of the request **Resolution 2003-60**. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Budget Increase & Decrease – Revenue & Expenditure –EMS FUNDS

Mr. Fernandez said the second request are revisions to the 2003-2004 fiscal year budget, budget increases and budget decreases in revenue and expenditure. This is taking into account the final allotments that were submitted by the State for EMS funds and this allows the budget to comply with those dollar amounts that were appropriated. Commissioner Trujillo made a motion for approval of **Resolution 2003-61**. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Budget Increase – Revenue & Expenditure – Tome, Adelino Fire Dept.

Mr. Fernandez said the last item request is also a revision to the 2003-2004 fiscal year budget which is a grant award that was received for the Tome, Adelino, Valencia Fire Department for the purchase of a thermal imaging camera and the amount of the grant was \$9,900.00. Mr. Fernandez said local match was \$1,100.00 that would come from that particular fire department's revenues. Commissioner Andersen made a motion for approval of **Resolution 2003-62**. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen. Motion carried. 4-0.

Selection of Method of Payment Federal Forest Service – James Fernandez

Mr. Fernandez stated that this item on an annual basis the County is required to select the method of payment for the Federal Forest Reserve funds, which is two methods, 1) the traditional 25% payment system or 2) the full payment amount. Mr. Fernandez recommended that the County select the full payment amount, which provides slightly more to the County that is our usual allotment, which amounts to \$1300.00. Commissioner Aguilar made a motion for approval. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Engagement of Bond Counsel – Proposed Agreement/Judicial Complex – James Fernandez

Mr. Fernandez said in the Commission's packets is a proposed engagement letter from Hughes and Strumor. These are the individuals who did the preliminary work for the general obligation bond and the judicial complex. Mr. Hughes appeared before the Commission about two months ago and there was a question raised as to whether or not there was any commitment on the County's part at that time in terms of expenditure and they indicated that there was not until such time that the bonds were actually approved. Now the bonds have been approved and they are asking for the engagement of their services. We did have the County Attorney review the agreements for any concerns. Commissioner Aguilar said the concern she has is that we just appointed a committee and she did have a discussion with the Judge and he stated he wasn't sure he wanted to continue with this bond counsel or what direction they were going to take. Does this mean that we are hiring the Hughes Firm as bond counsel? Mr. Fernandez said this is the firm that we will be proposing and the judges were okay with it and it is the judges that recommended this firm. Mr. Fernandez said as a point of reference when the County went out for the bonds even though we went through the Finance Authority what we ended up paying for a roughly \$4.7 million issue was about \$53,000, this is roughly twice that and we are looking at paying \$10,000. Commissioner Padilla made a motion for approval

of the proposed agreement. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

**Request Approval of Service Agreement for Housing Adult Inmates – James Fernandez
Pueblo of Santo Domingo**

Mr. Fernandez said this is a service agreement for housing adult detention inmates at the County facility for the amount of per diem rate of \$65.00. The Governor of the Pueblo of Santo Domingo has signed this agreement. Commissioner Trujillo made a motion for approval of the service agreement. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Approval of Payroll & Warrants – James Fernandez

Mr. Fernandez said with the assumption of the approval of payroll and warrants the general fund's balance is \$1,024,841.17. Mr. Fernandez presented the computer printout lists of all the checks issued by the Manager's Office on October 31, 2003 covering payroll processed on that date. Payroll Check #59679 thru Payroll Check #59848 inclusive. Deduction Check #74140 thru Deduction Check #74169 inclusive for a listing total of \$186,011.73 and of that amount \$129,046.26 is from the General Fund. Commissioner Andersen made a motion for approval. Seconded by Commissioner Padilla. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Mr. Fernandez presented the computer printout lists of all the checks issued by the Manager's Office on November 1, 2003, covering vendor bills processed on that date. Check #74170 thru Check #74241 inclusive for a listing total of \$344,008.24 and of that amount \$24,341.36 is from the General Fund. Commissioner Andersen made a motion for approval. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

Mr. Fernandez presented the computer printout lists of all the checks issued by the Manager's Office on November 3, 2003, covering vendor bills processed on that date. Check #74242 in the amount of \$46,131.79 and this was from the General Fund and this covers the postage of mailing out the 2003 property tax bills. Commissioner Padilla made a motion for approval. Seconded by Commissioner Andersen. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0.

MANAGER'S REPORT:

Manager's Report – James Fernandez

Jail Monitor's Report Informational

Mr. Fernandez reported that during the period of October 17, 2003 to October 31, 2003 the average population was 142 and of that amount 128 were male and 13 were female.

Mr. Fernandez stated that the Assessor will be attending a user's group for Triadic, the software provider, on November 13, 2003 from 9:30 AM to 3:30 PM in Las Cruces, NM. She will be seeking reimbursement at a later date.

Mr. Fernandez stated the meeting dates and the location due to the remodeling will be held at the Los Lunas Consolidated Schools Board Meeting Room.

There is a Special Meeting scheduled Wednesday, November 12, 2003 at 4:00 PM for the purpose of appointing the interim manager.

The next Regular Meeting of the Valencia County Board of County Commission will be held on November 19, 2003 at 3:00 PM Executive Session and 6:00 PM Regular Session at the Los Lunas Consolidated Schools Board Meeting Room.

Adjournment

Commissioner Andersen made a motion to adjourn. Seconded by Commissioner Trujillo. Discussion. Commissioner Aguilar voted yes. Commissioner Trujillo voted yes. Commissioner Padilla voted yes. Commissioner Andersen voted yes. Motion carried. 4-0. Time 8:30 PM.

NOTE: All proposals, documents, items, etc., pertaining to items on the agenda of the, Meeting (presented to the Board of County Commissioners) are attached in consecutive order as stated in these minutes.

VALENCIA COUNTY BOARD OF COMMISSIONERS

**ss/
GARY DAVES, CHAIRMAN**

**ss/
PAUL EDWARD TRUJILLO, VICE-CHAIRMAN**

**ss/
AURELIO H. PADILLA, MEMBER**

**ss/
ALICIA AGUILAR, MEMBER**

**ss/
MARY J. ANDERSEN, MEMBER**

ATTEST: ss/

TINA GALLEGOS, COUNTY CLERK

DATE: December 3, 2003