



April 3, 2013
Agenda
5:00 P.M. Business Meeting
Valencia County Commission Chambers
444 Luna Avenue
Los Lunas, NM 87031

Board of County Commissioners
Charles D. Eaton, Chair District IV
Alicia Aguilar, Vice-Chair District II
Mary Andersen District I
Lawrence R. Romero District III
Donald Holliday District IV

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Approval of Minutes:

March 13, 2013.....Business Meeting

A handwritten signature in black ink, likely of Charles D. Eaton, the Chair of the Board of County Commissioners.

PRESENTATION(S)

- 5) Commissioners, Committees and Reports.
- 6) Valencia Regional Emergency Communication Center Update. *Shirley Valdez*
- 7) Proclamation to YDI recognizing April as "Child Abuse Prevention Month" *Commission Chair/County Clerk*
- 8) County Manager Update. *Bruce Swingle*

ACTION ITEM(S)

- 9) Consideration to renew Mutual Aid Agreement with the Town of Peralta's Fire Department. *Steven Gonzales*
- 10) Consideration to approve the 2013 State Fire Fund Applications for all County Fire Departments.
Steven Gonzales
- 11) Consideration to approve Summer Recreation program MOU with the Village of Los Lunas and Los Lunas Public Schools. *Bruce Swingle*
- 12) Consideration to approve Valencia County Open Meetings Act Resolution 2013-_____. *Bruce Swingle*
- 13) Consideration to approve a Lease Addendum between Valencia County and TNT Investments LLC for continued office space for the District Attorney's Office. *Bruce Swingle*

FINANCIAL MATTERS:

- 14) Consideration to accept Resolution 2013-_____ accepting Budget Revisions. *Nick Telles*
- 15) Approval of Financial/Payroll warrants. *Nick Telles*

PUBLIC COMMENT:

Please sign up on the sheet located just outside the Commission chambers. The Board will allow each member of the public wishing to address the Board a full and complete opportunity to address the Commission.

EXECUTIVE SESSION:

Pursuant to Section 10-15 1 (H) (2) (7) & (3), the following matters may be discussed in closed session: a. personnel: b. pending or threatened litigation...***Fisher v. BOCC*** c. Administrative Adjudicatory Proceeding: d. other specific limited topics that are allowed or authorized under the stated statute.

- ◆ Motion and roll call vote to go into Executive Session for the stated reasons
- ◆ Board meets in closed session
- ◆ Motion and vote to go back into regular session
- ◆ Summary of items discussed in closed session
- ◆ Motion and roll call vote that matters discussed in closed session were limited to those specified in motion For closure, and that no final action was taken, pursuant to the authority in §10-15-1 NMSA 1978.

NEXT COMMISSION MEETING:

- ◆ **April 10, 2013 – Public Hearing @ 5:00 P.M.**
Valencia County Commission Board Room 444 Luna Ave. LL, NM

ADJOURN:

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Valencia County Manager's Office at the Valencia County Courthouse, Los Lunas, New Mexico, (505) 866-2014 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Valencia County Manager's Office at the old Valencia County Courthouse if a summary or other type of accessible format is needed.

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VALENCIA COUNTY BOARD OF COMMISSIONERS

BUSINESS MEETING

MARCH 13, 2013

PRESENT	
Charles Eaton, Chairman	
Alicia Aguilar, Vice-Chair	
Lawrence R. Romero, Member	
Donald E. Holliday, Member	
Mary J. Andersen, Member	
Bruce Swingle, County Manager	
Adren Nance & Dave Pato, County Attorneys	
Peggy Carabajal, County Clerk	
Press and Public	

1) The meeting was called to order by Chairman Eaton at 5:04 P.M.

2) Valencia County resident Lily Tabet led the Pledge of Allegiance.

3) Approval of Agenda

Commissioner Romero motioned for approval. Seconded by Commissioner Andersen. Motion carried unanimously.

4) Approval of Minutes: February 13, 2013 Public Hearing

Commissioner Aguilar motioned for approval. Seconded by Commissioner Andersen. Motion carried unanimously.

PRESENTATION(S)

5) Lily Tabet Day, 100th Birthday Proclamation. *Commissioner Alicia Aguilar*

County Clerk Peggy Carabajal read the proclamation announcing Lily Tabet Day.

Commissioner Aguilar motioned for approval of the proclamation. Seconded by Commissioner Andersen. Motion carried unanimously.

6) Finance Department Update. *Nike Telles*

Mr. Telles started out by saying that the primary focus of the Finance Department is accountability and the safe guarding of taxpayer assets thru internal controls. When he began 7 months ago it was evident to him that stronger internal controls were needed in the payroll office. During payroll assessment & restructure incorrect insurance withholdings , pay codes, over time rates, leave accruals, as well as IRS penalty issues dating back to 2005 were found. These issues have since been corrected by reevaluating each employee's data. Payroll had to verify that the information that their department had corresponded with what Human Resources had in the employee file. Finance has now implemented a double check process with HR to verify employees withholding information. In regards to the IRS tax liabilities Finance has now brought them current. The department plans to perform quarterly audits on a sample of employees to verify all information is accurate. The 2013 annual independent audit was completed for FY 11-12, the majority of findings relate to internal control deficiencies. The County Manager and Finance has met with state auditors to develop a plan for corrective action for the annual audit. According to Mr. Telles the two most depressing issues are accounting for fixed assets and reconciliation of cash. The finance department is scheduled to meet with an independent auditor to finalize plans on resolving audit issues. At this time finance is on track to correct 13 out of 25 audit findings. Finance has recently completed a conversion to the Tyler Software System. For the fiscal year 2014 which is due June 1st Mr. Swingle has had departments start at a zero based budget. Departments will have to look closely at what they need not what they want. The Finance Department has also taken on more responsibilities; the Older American Program is now under finance as well as the department is now accounting for the Detention Center inmate accounts. Overall substantial progress has been made in finance, but there is always room for improvement.

Commissioner Andersen asked if the county was currently on track to end the year as budgeted. Mr. Telles said yes, he forecasts to end on target. There have been some unexpected costs but overall were on track. Commissioner Andersen said it was almost

time for the next budget cycle; she would like to meet with the department heads to discuss their needs. Mr. Swingle stated that he would like to continue the same process that has previously been in place. The differences being that now were starting the process a little earlier and also starting with a zero based budget. Commissioner Aguilar would like to see a five year budget from the departments, in order to forecast needs and start planning. Chairman Eaton referenced the treasurers report where it shows a couple of departments have been in the red the last few fiscal years. To him that is very disturbing news and needs to be addressed. Mr. Swingle thanked Mr. Telles and the entire finance department staff for their tireless work. "They have done a great job in restoring confidence back in the numbers we see from Finance. There is now a high degree of credibility and integrity with the Finance department staff."

7) Procurement Department Update. *Mike Vinyard*

Mr. Vinyard started off by saying that the procurement department has recently hired a second person, Michelle Romero. Mr. Vinyard is thrilled to have her join the purchasing team. Currently the department has an RFP out for fire extinguishers/fire suppressant system. They also have ten "priority 1" formal procurements that need to be done virtually immediately to replace existing contracts, those ten are the focus right now. Behind those are ten "priority 2" procurements that need to be done, they are not needed to continue services but to correct deficiencies. There are also eleven "priority 3" procurements that have the potential to save the county money. The accomplishments of the department include having saved just short of \$53,000 from just two statewide price agreements. The department has completed four request for proposals based procurements in just over the past year. Procurement was also requested by the City of Belen and the Village of Los Lunas to come down and give procurement training. The department did that and trained staff and management on the best practices of the procurement world. They are currently working with the County Attorneys to create templates which the department will use in trying to standardize the procurement process. They are also working on revising the purchasing policy to bring it more in line with the procurement code. The effort to obtain a procurement card for the county is moving slowly. Mr. Vinyard mentioned the Achievement of Excellence Procurement Award, which is a set of standards which a high performance procurement organization aspires to. In order to achieve the award a minimum of 50% rating is required. It appears that this year Valencia County is on track to win the award for the first time. The criteria that is needed to win the award is how the county can measure their growth in the procurement department. Commissioner Andersen thanked Mr. Vinyard for all his hard work; it is very much appreciated.

8) Commissioners, Committees and Reports.

Commissioner Aguilar commented that she had received a call from State Representative Kelly Fajardo who would like to be placed on the agenda for the next business meeting. Mrs. Fajardo would like to give a legislative update. Commissioner Aguilar also said that she had received a letter from Norbert Schueller regarding her and Chairman Eaton's recent trip to Washington DC. Commissioner Aguilar proceeded to read an excerpt from the letter. Commissioner Aguilar then gave a report on her trip. She stated that she had meetings with FEMA, state senators, and congressmen. While attending all the conferences and meetings there was definitely no time for site seeing. This trip was for bringing back important information that will benefit Valencia County. She also learned a lot more about Obama Care. During this trip she received commitment from Congressman Pierce to begin conversation to have our community removed from the flood plain. Mr. Pierce assigned a contact person in his office to help Valencia County achieve this goal. Senator Heinrich was also supportive regarding this effort. Commissioner Aguilar will soon begin forming a committee to begin challenging the flood plain designation. She also learned about benefits to small business owners and manufacturers that come and do business in hub zone areas. El Cerro Mission and Meadowlake are considered hub zones, these small businesses can apply for very low interest rates. One requirement is that they have to employ 10% of their employees from that area. Hopefully this will stimulate economic growth in the West Mesa. And just this week she and Mr. Swingle met with the District Attorney to discuss the inmate overcrowding at the detention center. Commissioner Aguilar assured the public that anytime that she goes on a trip she will give a report on what was done and the benefits to Valencia County. While in Washington DC Chairman Eaton also attended many meetings and conferences, including the Home Land Security Conference which addressed the reduction in federal funding which will effect fire suppression in the future. Local resources will be burdened more before the feds step in to help. He also visited with Senators Udall and Heinrich regarding an overpass in Jarales. While on this trip Mr. Eaton was approached to be on Land Use Steering Committee. Overall it was a very informative conference and trip. Chairman Eaton asked Mr. Swingle for an update on the pods for the female facility at the detention center. Mr.

Swingle said we have them, there here. Because of the severed relationship with the contractor the county had to make other arrangements to get the pods picked up, delivered, and off loaded. The bid process is almost complete for a new contractor. The downside of the project is that the funding that is available is for the construction of the structure. We don't have the cost from the Warden as to what the cost will be to equip with beds and things of that nature. We need to get those costs fairly quickly so that the county can start planning for that.

DISCUSSION (S)

9) Q/A for Hospital Responses VRMC Projections. *Darin Miller/ Janelle Raborn*

Mr. Miller said that two items were addressed and they are ready to provide answers to #1. 5 year projection plan

#2. VRMC ability to provide services to patients regardless of insurance reimbursements and inability to pay.

Commissioner Andersen wanted more definition of contractual allowances from the 5 year financial plan that was submitted. Mr. Miller answered that basically the difference is what the hospital charges and what is reimbursed by the insurance. It is an offset that is paid to the hospital; it is not really an expense that is outgoing. Commissioner Andersen then said "what you're saying to me" is the revenue that you show is what you bill then subtract out what you don't get? Mr. Miller said that is correct. Commissioner Andersen said that one of the things she had wanted to see was how much of the mill levy money was needed each year, and nowhere does she see that on the projection. So the hospital can basically be built without the mill levy? Mr. Miller said there was two issues on that #1 the cash flow shown does not provide sufficient cash flow to finance this type of facility for investors that enter into this on an equity standpoint they look for higher returns. Secondly this does not account for some of the programs that were discussed such as the wellness and outreach programs. Commissioner Andersen then asked so the financial information that I have here is not complete? Mr. Miller answered with yes it is complete. This is the financial information to build the hospital that was described in the prior presentation, what we're saying is that we can enhance the outreach programs for the facility with the mill levy money. What the financial plan is showing is that as a for profit hospital it will make money. Commissioner Holliday questioned that if the mill levy is used to enhance the programs what happens when the money runs out? Mr. Miller stated that as the financial projection showed the annual profits increase over time. Janelle Raborn said that one of the things that are looked at is legacy programs, so that over a period of time we know this is what it costs to provide certain services and programs in the community, then were able to show the investors that they are getting an adequate return on their investment. Which in turn we can then say to them that the hospital wants to carve out a certain portion of the budget to continue the services and programs for the community. Commissioner Andersen thinks that she is going to need more answers regarding the financial plan. Commissioner Aguilar asked about the provider and how the residents are going to be taken care of as far as good medical service and billing and expense. Ms. Raborn said Lovelace is entering into a management agreement with the hospital, but all payers whether they are Medicaid or Medicare are looking to service Valencia County.

ACTION ITEM(S)

10) Consideration to approve a MOU between Valencia County and the City of Belen for the continued participation in Belen's Recycling Program. *Bruce Swingle*

The cost for this would be \$600 dollars per month. It would be up to the commissioners to fund the program for a full year or just up until the point that the contract with Waste Management begins.

Commissioner Andersen motioned for approval. Seconded by Commissioner Holliday. Motion carried unanimously.

11) Consideration to approve a First Amendment to the Waste Management Contract. *Bruce Swingle*

Due to the RFP protest the original start date which was April 1st needs to be extended. Waste Management will not be able to start providing service at that time. This amendment will move the start date to July 1st. The extension will allow local haulers to continue to provide service until the 1st of July.

Commissioner Andersen motioned for approval. Seconded by Commissioner Romero. Motion carried 3-2. Commissioner Aguilar abstained from voting. Chairman Eaton voted no.

12) Consideration to accept street lights at Las Maravillas Unit 1. *Jay Vrooman/Kelly Bouska*

Mr. Vrooman said the Las Maravillas residents need to feel safe in their own homes. The real issue for consideration is the safety of the residents. The commission has already under taken Units 2 and 3 why not also include Unit 1 as well. Mr. Vrooman continued with any form of government is obliged in their services to provide for and promote the well being of the community and lighting is part of that. Commissioner Aguilar is very concerned about taking on additional monetary responsibilities especially when it has not been budgeted. Even looking at the state statutes there might be liability on the commissioners for taking on these kinds of projects when they are not budgeted for. Commissioner Andersen motioned to deny the request. Seconded by Commissioner Romero. Motion carried unanimously.

13) Consideration for road grading of Turbine Rd. in Valencia County. *John Olech/El Paso Natural Gas Company*

Mr. Olech would like the remainder of Turbine Road from the railroad tracks to the company's compressor station to be graded. Not only does El Paso Gas use this road, but there are also a few homeowners and ranchers that use the road to access property. Mr. Swingle mentioned that the county does have a process for residents to petition the commission to adopt a road as a county maintained road. Commissioner Aguilar would like the residents to petition if this is something that they do want. Kelly Bouska, Director of Public Works, said that she would work with El Paso Natural Gas to notify the residents to sign the petition if they so desire. No action taken on agenda item.

14) Consideration to install additional street lights in the Tome Vista Subdivision. *Ron Pellegrino, VP Tome Vista Property Owners Association*

Mr. Pellegrino believes that additional streetlights will deter crime in the area as well as providing a safer environment for the current 247 homeowners and their children. Mr. Pellegrino posed the question "what is this small amount they were requesting for the lights compared to saving a child's life or stopping a break in?" If the commissioner can't approve the request now then please think about putting it in the budget for next year. Commissioner Aguilar brought up that through the DOT there are enhancement projects and the HOA might be able to request some of the money for street lighting. Commissioner Aguilar asked Kelly Bouska what she could do to help the people in her district get the process started to possibly get the lights through DOT. Kelly said she could get the specifications to Commissioner Aguilar regarding the timing and type of projects that the DOT looks for, to see if this issue would fall under a DOT enhancement project.

15) Consideration of Resolution 2013- 14 adopting the 2013 Annual Certified Maintained Road Mileage. *Kelly Bouska*

Commissioner Holliday motioned for approval. Seconded by Commissioner Andersen. Motion carried unanimously.

County Clerk Peggy Carabajal announced Resolution 2013-14

FINANCIAL MATTERS:

16) Approval of Financial/Payroll warrants. *Nick Telles*

Commissioner Andersen motioned for approval. Seconded by Commissioner Romero. Motion carried unanimously.

PUBLIC COMMENT:

Valencia County residents speaking at tonight's meeting were Jon Clemons, Jan Johnson, Hazel Poissot, Jai Walton, Lawrence Sanchez and Horace Cox.

Comments included but were not limited to the following.

Jon Clemons thanked Commissioner Aguilar and Chairman Eaton for giving a report on their DC trip. Mr. Clemons wants to work with the County manager to get street lights in Las Maravillas put into next year's budget.

Jan Johnson spoke in regards to the hospital issue and is disappointed that much of the talk has been about community development and not about healthcare. Most of the talk has been about where it's going to go and who will make money from it. She doesn't care where it goes the county residents just desperately need adequate healthcare. Mrs. Johnson did warn the commissioners that before making the final decision please get a feasibility study from Los Lunas project because you'll be giving money away and don't even know what you'll be getting.

Hazel Poissot discussed the Waste Management contract, she feels deprived of her freedom of choice. Money and jobs are being taken away from Valencia County. This contract may cause a hardship on many residents who are on a fixed income. Even when the contract is in place illegal dumping will still take place.

Jai Walton also spoke on the contract with Waste Management. She is upset at the previous commission that would sign such a contract with a large corporation like WM. By doing so they are attempting to take away local business which in turn will affect the local economy. Ms. Walton also wanted to know the exact amount that residents will be expected to pay once the contract goes into effect.

Lawrence Sanchez requested to be put on the agenda for the March 20th meeting. He is wanting to discuss creating an agricultural green belt special zone in Tome/Adelino.

Horace Cox expressed his disappointment in how easily Mr. Miller, with the Los Lunas hospital project, got by with proposing what his group is doing without even proposing what they will do. He stated that the commissioners should be the ones telling them this is what we have and need and this is what you should be doing.

EXECUTIVE SESSION

Pursuant to Section 10-15 1(H)(2)(7)&(8), the following matters may be discussed in closed session: a. personnel: b. pending or threatened litigation: Belen hospital JPA c. real property: d. other specific limited topics that are allowed or authorized under the stated statute.

Commissioner Andersen motioned to go into Executive Session. Seconded by Commissioner Aguilar. Roll call taken. Commissioner Romero voted yes. Commissioner Andersen voted yes. Commissioner Holliday voted yes. Commissioner Aguilar voted yes. Chairman Eaton voted yes. Motion carried 5-0.

Commissioner Andersen motioned to go back into regular session. Seconded by Commissioner Romero. Motion carried unanimously.

County Attorney Nance stated that the items discussed in executive session were limited to the items listed on the agenda, which was the Belen Hospital JPA and that no final action was taken.

Commissioner Andersen motioned for approval of the summary as stated by Attorney Nance. Seconded by Commissioner Holliday.

Commissioner Romero voted yes. Commissioner Andersen voted yes. Commissioner Holliday voted yes. Commissioner Aguilar voted yes. Chairman Eaton voted yes. Motion carried 5-0.

ACTION ITEM(S)

17) Direction to Staff Regarding Belen Hospital JPA

Commissioner Aguilar wants the public to know that the county received a letter from DFA regarding the JPA with Belen. Attorney Nance corrected her and said that it was a phone conversation not a letter. Commissioner Andersen motioned to direct legal staff to provide questionnaires to both proposed developers and to solicit a competent medical consultant to evaluate the answers. Commissioner Holliday seconded the motion. Commissioner Romero and Commissioner Aguilar voted no. Commissioner Andersen, Commissioner Holliday and Chairman Eaton voted yes. Motion carried 3-2

NEXT COMMISSION MEETING:

The next Regular Meeting of the Valencia County Board of County Commission will be held on March 20, 2013 at 5:00 p.m. Meeting in the County Commission Room at the Valencia County Courthouse.

18) Adjournment

Commissioner Andersen motioned for adjournment. Seconded by Commissioner Romero. Motion carried unanimously. TIME 9:18 P.M.

NOTE: All proposals, documents, items, etc., pertaining to items on the agenda of the March 13, 2013 Business Meeting (presented to the Board of County Commissioners) are attached in consecutive order as stated in these minutes.

VALENCIA COUNTY BOARD OF COMMISSIONERS

CHARLES EATON, CHAIR

ALICIA AGUILAR, VICE-CHAIR

LAWRENCE R. ROMERO, MEMBER

DONALD E. HOLLIDAY, MEMBER

MARY J. ANDERSEN, MEMBER

ATTEST:

PEGGY CARABAJAL, COUNTY CLERK

DATE

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**PROCLAMATION
IN RECOGNITION OF CHILD ABUSE PREVENTION MONTH**

WHEREAS, preventing child abuse and neglect is a community problem that depends on involvement among people throughout the community; and,

WHEREAS, child maltreatment occurs when people find themselves in stressful situations, without community resources, and don't know how to cope; and,

WHEREAS, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and,

WHEREAS, child abuse and neglect can be reduced by making sure each family has the support they need to raise their children in a healthy environment; and,

WHEREAS, child abuse and neglect not only directly harm children, but also increase the likelihood of criminal behavior, substance abuse, health problems such as heart disease and obesity, and risky behavior such as smoking; and,

WHEREAS, all citizens should become involved in supporting families in raising their children in a safe, nurturing environment; and,

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community; and,

NOW, THEREFORE, BE IT PROCLAIMED, by the Board of County Commissioners of Valencia County that April will be Child Abuse Prevention Month, and the Board calls upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the County.

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF VALENCIA DOES HEREBY ISSUE THIS PROCLAMATION on this 3rd day of April, 2013, recognizing the month of April as Child Abuse Prevention Month, and calling upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the County.

BOARD OF COUNTY COMMISSIONERS OF VALENCIA COUNTY

Charles Eaton
Chair, District IV

Alicia Aguilar
Vice-Chair, District II

Mary J. Andersen
Commissioner, District I

Lawrence R. Romero
Commissioner, District III

Donald Holliday
Commissioner, District V

Attest:

Peggy Carabajal
Valencia County Clerk

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**VALENCIA COUNTY
Board of County Commissioners
Agenda Request Form**



Department Head:	Steven Gonzales
Individual Making Request:	Steven Gonzales
Presentation at Meeting on:	April 3, 2013
Date Submitted:	March 26, 2013
Title of Request:	Peralta FD Mutual Aid Agreement

Action Requested of Commission:

Consideration to renew Mutual Aid Agreement with The Town of Peralta's Fire Department.

Information Background and Rationale

This Mutual Aid Agreement would allow the Town of Peralta and the County of Valencia to request resources and or Personnel to assist in the event of an emergency.

What is the Financial Impact of this Request?

There are no nominal expenses associated with this agreement. While volunteer Fire-Fighters will respond to many of the calls there might be an event that requires the paid Fire-Fighter staff to be called out. There will also be nominal fuel costs as well. VCFD estimates 10 call outs to Peralta under the agreement; while it is estimated that Peralta will respond to approximately 30-50 Valencia County calls.

Legal:

The MAA makes plain that the rendering of assistance is not mandatory, but rather to be rendered if such resources are available, and each party will be responsible for its own actions.
(Dave Pato)

Finance:

Section H of the agreement states the "no parties to the agreement shall be under any obligation to reimburse the other parties for costs or services incurred." Therefore, there is no significant financial impact other than hourly responders' time, fuel and depreciation on equipment.
(Nick Telles)

AGREEMENT FOR AUTOMATIC – MUTUAL ASSISTANCE OF FIRE PROTECTION

Between:

**Town of Peralta Fire Department, New Mexico &
Valencia County Emergency Services, New Mexico**

THIS AGREEMENT made and entered into this 27th day of February, 2013,
by and between the Peralta Fire Department and the Valencia County Emergency Services

WITNESSETH

WHEREAS:

- (1) Valencia County maintains and operates a fire protection organization within the unincorporated boundaries of Valencia County generally known as Valencia County Emergency Services; and
- (2) The Town of Peralta maintains and operates a fire protection organization within the municipal boundaries of the Town of Peralta generally known as the Peralta Fire District; and
- (3) Valencia County and its Fire Districts maintain fire suppression resources that are capable of responding to the Peralta Fire District to provide support to combat the effect of wildland and structural fires; and
- (4) The Town of Peralta Fire Department maintains fire suppression resources that are capable of responding into the Valencia County Emergency Services fire districts to provide support to combat the effect of wildland and structural fires; and
- (5) It is the desire of the parties hereto to render aid to combat the effect of wildland and structural fires when such aid is necessary as herein set forth.

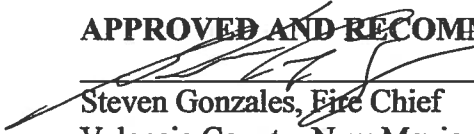
NOW, THEREFORE, THE PARTIES HERETO MUTUALLY AGREE AS FOLLOWS:

- (A) Each fire district maintains fire suppression apparatus and personnel for the response to wildland and structural fires.
- (B) Neither party shall be required to reduce its own fire protection resources, personnel, services and facilities to the detriment of its normal fire protection capability.
- (C) No response to automatic – mutual assistance request provided for in this agreement will be made by the parties hereto unless such a request is received through the established communications center to each party and made by a responsible fire official of the party requesting such aid.

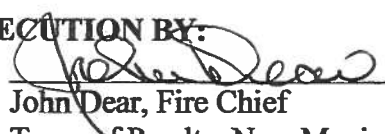
- (D) That any automatic - mutual assistance aid extended under this agreement will be extended with the express understanding that the local fire official in charge shall remain in charge at such incident including the direction of personnel and equipment provided through the operation of this agreement.
- (E) The rendering of assistance under the terms of this Agreement shall not be mandatory, but the party receiving the request for assistance should immediately notify the requesting agency if, for any reason, assistance cannot be rendered.
- (F) No party to this agreement by the execution of said agreement or by the requesting or providing of assistance under this agreement has assumed any binding legal responsibility to provide the resources, equipment, facilities, or personnel of such responding jurisdiction outside its geographic area of jurisdiction, either in the instance of the initial request for assistance or any future request for assistance.
- (F) Each party, in consideration of this agreement to provide automatic assistance, does waive any and all claims against each other party hereto for damages or compensation for any loss, damage, personal injury, death or any other matter occurring as a consequence of performance under this agreement. All parties signing this agreement agree to keep and maintain in full force and effect workers' compensation insurance or other similar insurance.
- (G) Neither party shall be responsible for any liability incurred as a result of the other party's acts or promises in connection with this agreement. Any liability incurred in connection with this Agreement is subject to the New Mexico Tort Claims Act, NMSA 1978, Section 41-1-1 et seq.). All parties signing this agreement agree to keep and maintain in full force and effect workers compensation insurance or other similar insurance.
- (H) No parties to this agreement shall be under any obligation to reimburse the other parties for any costs or services incurred pursuant to rendering of or acceptance of equipment or personnel under the terms of this agreement.
- (I) Each agency shall be responsible for adequately equipping and training all personnel responding to any request for mutual aid. The requesting agency shall have no liability for the failure of any equipment supplied by a responding agency or the failure of any personnel to properly use such equipment in accordance with standard emergency response practices.
- (J) This Automatic - Mutual Assistance Agreement shall commence upon signature of all parties and continue in force for a period of two (2) consecutive years or after a change of administration or terminated by formal act of the parties to this agreement, and, if terminated by one or more parties, thirty (30) days notice in writing of intention to terminate shall be given to all parties involved.

(K) This agreement incorporates all conditions, agreements, and understandings of the parties concerning the subject matter of this Agreement. All such conditions, understandings, and agreements have been merged into this written Agreement. No prior condition, agreement or understanding, verbal or otherwise, shall be valid or enforceable unless embodied in this Agreement.

APPROVED AND RECOMMENDED FOR EXECUTION BY:



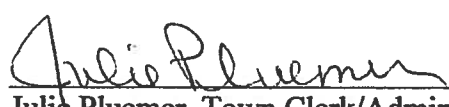
Steven Gonzales, Fire Chief
Valencia County, New Mexico



John Dear, Fire Chief
Town of Peralta, New Mexico

ATTEST:

Bruce Swingle, County Manager
Valencia County, New Mexico



Julie Pluemer, Town Clerk/Administrator
Town of Peralta, New Mexico

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**VALENCIA COUNTY
Board of County Commissioners
Agenda Request Form**



Department Head:	Steven Gonzales
Individual Making Request:	Steven Gonzales
Presentation at Meeting on:	April 3, 2013
Date Submitted:	March 26, 2013
Title of Request:	State Fire Fund Applications

Action Requested of Commission:

Consideration to approve the 2013 State Fire Fund Applications for all County Fire Departments

Information Background and Rationale

Valencia County Emergency Services has provided the applications for State Fire Funding from the State Fire Marshall's Office and is now requesting commission review and an approval signature by the Chair of the Board of County Commissioners.

What is the Financial Impact of this Request?

There is no financial impact for the application process. This is only to review our current Fire District ISO rating and apply for funding for the 13/14 Fiscal Year.

Legal:

The Commission must submit the applications to the Fire Marshall's Office for the Fire Protection funds to be considered for a distribution pursuant to the Fire Protection Fund Act.
(Dave Pato)

Finance:

This is an annual recurring request that allows Valencia County to apply for State Fire Marshall funding. This funding is necessary as certain fire districts will not be able to function without the funding. Finance will use the awarded funds to formulate fire protection matching funds. These funds are also critical in order to finance fund intercepts which pay for VCFD equipment loans.
(Nick Telles)

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN L. MONTOYA
DISTRICT 2 PATRICK H. LYONS
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DISTRICT 5 BEN L. HALL, CHAIRMAN

CHIEF OF STAFF

Johnny L. Montoya



P.O. Box 1269
1120 Paseo de Peralta, Room 413
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

800-244-6702 (In state only)
(505) 476-0066
Fax: (505) 476-0100

Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems
Provide training for personal performing plans review, code inspections and acceptance testing. Certificate copy not required.

Except:

-
- ☐ State Properties
☐ Public/Charter Schools
☐ Universities and Colleges
☐ Other: _____

IF asked to Assist

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.

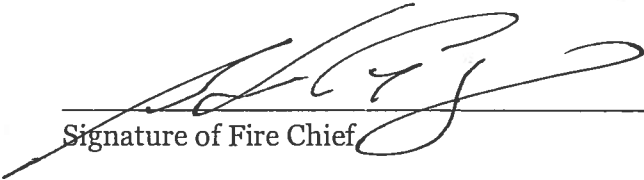
Detail:

Notes:

Name of Fire Department: Valencia County Emergency Services

Name of County or City: Valencia County

Adopted Fire Code and year if any: 2006



Signature of Fire Chief

3-25-13

Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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STATE FIRE MARSHAL DIVISION

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NEW MEXICO STATE FIRE MARSHAL'S OFFICE

FISCAL YEAR 2014 COUNTY ADMINISTRATIVE FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2013.

NAME OF COUNTY: Valencia

ADDRESS OF APPROVED FIRE ADMINISTRATION BUILDING:

PO Box 1119, Los Lunas, NM 87031

ISO FUNDING CLASSIFICATION: 7

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

X _____

The projected minimum amount for fire fund distribution, based on the above information, is \$55,501. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$ Equipment Maintenance if needed.

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$152.23

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

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

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

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAguero at 505.476.0174.

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

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

Signed and submitted on this _____ day of _____, 2013

_____/S_____
Printed Name Signature of Chairman, Board of County Commission

STEVEN GONZALES_____/S_____
Printed Name Signature of Fire Chief

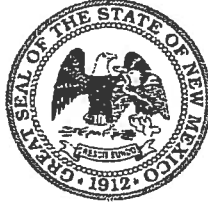
NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

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Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems

Provide training for personal performing plans review, code inspections and acceptance testing. Certificate copy not required.

Except:

- ☐ State Properties
☐ Public/Charter Schools
☐ Universities and Colleges
☐ Other: _____

IF Asked to Assist

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.

Detail:

Notes:

Name of Fire Department: Highland Meadows F.D.

Name of County or City: VALENCIA County

Adopted Fire Code and year if any: 2006


Signature of Fire Chief

3.25.13
Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office **on or before April 30, 2013.**

FIRE DEPARTMENT Highland Meadows

COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: HC-77 Box 40, Laguna, NM 87026

ISO CLASSIFICATION: 10

Approved number of Sub Stations is 0

0 Sub Stations

Approved number of Main Stations is 1

Highland Meadows #22 San Pedro

Highland Meadows NM

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

The projected minimum amount for fire fund distribution, based on the above information, is \$34,944. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

Purchase Equipment For fire Apparatus per Iso Requirements

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 23,976.14

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

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

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

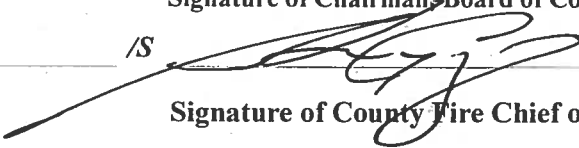
This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAgüero at 505.476.0174.

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

Name:	Email:	Phone:
1. Robert Sindichich	robertshmfid@gmail.com	505-410-1065
2. DAVID Robends	davidrobends@Aim.com	505-891-0525

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

Signed and submitted on this _____ day of _____ 2013.

Printed Name	Signature of Chairman, Board of County Commission
STEVEN GONZALES	/S 
Printed Name	Signature of County Fire Chief or Fire Marshal

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

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Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems
Provide training for personal performing plans review, code inspections and acceptance testing, Certificate copy not required.

Except:

- ☐ State Properties
☐ Public/Charter Schools
☐ Universities and Colleges
☐ Other: _____

IF ASKED TO ASSIST,

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.


Detail:

Notes:

Name of Fire Department: Jarales, Pueblitos F.D.

Name of County or City: VALENCIA

Adopted Fire Code and year if any: 2006



Signature of Fire Chief

3-25-12

Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTTOYA
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STATE FIRE MARSHAL DIVISION

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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year.
The application is due in the State Fire Marshal's Office on or before April 30, 2013.

FIRE DEPARTMENT Jarales-Pueblitos

COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: P.O. Box 81, Jarales, NM 87023

ISO CLASSIFICATION: 9

Approved number of Sub Stations is 0
0 Sub Stations

Approved number of Main Stations is 1
Jarales-Pueblitos 424 Jarales Rd.

Belen

NM

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

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

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

Equipment purchase for new truck.

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 75,740.69

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

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

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

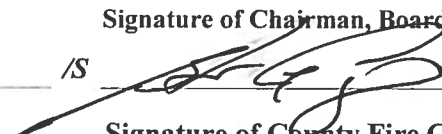
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Please provide updated contact information for a minimum of two primary users of the NFIRS program for your department. (Please print legible)

Name:	Email:	Phone:
1. John Cherry	Johncherry nm@yahoo.com	505-450-2678
2. Carlos Chavez	CChavez902@yahoo.com	505-610-4451

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

Signed and submitted on this _____ day of _____ 2013.

Printed Name	Signature of Chairman, Board of County Commission
STEVEN GONZALES	
Printed Name	Signature of County Fire Chief or Fire Marshal

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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Important

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Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
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Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

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☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

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Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems
Provide training for personal performing plans review, code inspections and acceptance testing, Certificate copy not required.

Except:

- ☐ State Properties
☐ Public/Charter Schools
☐ Universities and Colleges
☐ Other: _____

IF ASKED TO ASSIST

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.

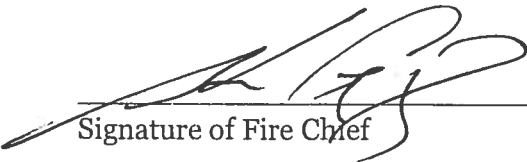
Detail:

Notes:

Name of Fire Department: Los Chavez F. D.

Name of County or City: VALENCIA

Adopted Fire Code and year if any: 2006


Signature of Fire Chief

3-25-13
Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny Montoya



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

STATE FIRE MARSHAL DIVISION

Room 413
800-244-6702 (In-state only)
(505) 476-0066
Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2013.

FIRE DEPARTMENT Los Chavez

COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: 02 Bomero Circle, Belen, NM 87002

ISO CLASSIFICATION: 7

Approved number of Sub Stations is 0

0 Sub Stations

Approved number of Main Stations is 1

Los Chavez Fire Dept. 19662 Hwy 314 Belen NM

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

The projected minimum amount for fire fund distribution, based on the above information, is \$55,501. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

Equipment purchase for new truck.

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 25,731.91

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

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

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

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAguiro at 505.476.0174.

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

Name:	Email:	Phone:
1. Jeremy Fiedler	JCFJerm@aol.com	505-615-0480
2. Mike Brophy	brophms@yahoo.com	505-249-7845

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

Signed and submitted on this _____ day of _____ 2013.

/S

Printed Name

STEVEN GONZALES

Signature of Chairman, Board of County Commission

/S

Printed Name

Signature of County Fire Chief or Fire Marshal

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny L. Montoya



P.O. Box 1269
1120 Paseo de Peralta, Room 413
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

800-244-6702 (In state only)
(505) 476-0066
Fax: (505) 476-0100

Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems
Provide training for personal performing plans review, code inspections and acceptance testing, Certificate copy not required.

Except:

- ☐ State Properties
- ☐ Public/Charter Schools
- ☐ Universities and Colleges
- ☐ Other: _____

IF Asked to assist

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.

Detail:

Notes:

Name of Fire Department: MANZANO VISTA

Name of County or City: VALENCIA

Adopted Fire Code and year if any: 2006



Signature of Fire Chief

3-25-13

Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny Montoya



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Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office **on or before April 30, 2013.**

FIRE DEPARTMENT Manzano Vista

COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: 311 El Cerro Mission Rd, Los Lunas, NM 870

ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0

0 Sub Stations

Approved number of Main Stations is 1

Manzano Vista Fire Dept. 311 El Cerro Mission Rd. Los Lunas NM

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

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

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

Equipment purchase for new truck

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 28,910.04

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

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

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

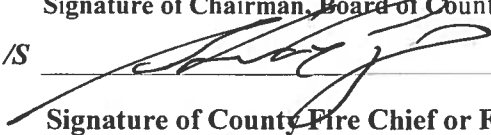
This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAgüero at 505.476.0174.

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

Name:	Email:	Phone:
1. ISAAC Abeyta	ISAACAbeyta@rocketmail.com	505-908-4634
2. CASEY DAVIS	Casey.Davis@Co.Valeancia.NM.US	505-975-8299

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

Signed and submitted on this _____ day of _____ 2013.

Printed Name	Signature of Chairman, Board of County Commission
STEVEN GONZALES	/S 
Printed Name	Signature of County Fire Chief or Fire Marshal

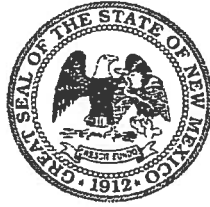
NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny L. Montoya



P.O. Box 1269
1120 Paseo de Peralta, Room 413
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

800-244-6702 (In state only)
(505) 476-0066
Fax: (505) 476-0100

Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems
Provide training for personal performing plans review, code inspections and acceptance testing. Certificate copy not required.

Except:

- ☐ State Properties
- ☐ Public/Charter Schools
- ☐ Universities and Colleges
- ☐ Other: _____

IF Asked to Assist

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.

Detail:

Notes:

Name of Fire Department: MEADOWlake F.D.

Name of County or City: VALENCIA

Adopted Fire Code and year if any: 2006



Signature of Fire Chief

3-25-13

Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny Montoya



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STATE FIRE MARSHAL DIVISION

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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2013.

FIRE DEPARTMENT Meadow Lake COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: P.O. Box 1877, Los Lunas, NM 87031

ISO CLASSIFICATION: 5

Approved number of Sub Stations is 0
0 Sub Stations

Approved number of Main Stations is 1
Meadow Lake Fire Dept. 755 Meadowlake Rd. Los Lunas NM 87031

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

The projected minimum amount for fire fund distribution, based on the above information, is \$61,667. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

Purchase SCBA's

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 52,935.45

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

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

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

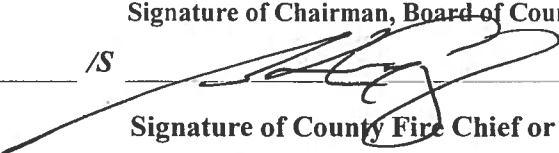
This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAgüero at 505.476.0174.

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

Name:	Email:	Phone:
1. Tony Villalobos	jvillalobos419@gmail.com	505-975-8210
2. CASEY DAVIS	Casey.davis@Co.Valencia.NM.US	505-975-8297

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

Signed and submitted on this _____ day of _____ 2013.

_____/S_____	
Printed Name	Signature of Chairman, Board of County Commission
STEVEN GONZALES	
Printed Name	Signature of County Fire Chief or Fire Marshal

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny L. Montoya



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STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

800-244-6702 (In state only)
(505) 476-0066
Fax: (505) 476-0100

Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems

Provide training for personal performing plans review, code inspections and acceptance testing, Certificate copy not required.

Except:

☐ State Properties

☐ Public/Charter Schools

☐ Universities and Colleges

☐ Other: _____

IF ASKED TO ASSIST

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.

Detail:

Notes:

Name of Fire Department: Rio Grande Estates F.D.

Name of County or City: Valencia

Adopted Fire Code and year if any: 2006


Signature of Fire Chief

3.25.13
Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN MONTTOYA
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, VICE CHAIR
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STATE FIRE MARSHAL DIVISION

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NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2013.

FIRE DEPARTMENT Rio Grande Estates

COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: 108 Rio Communities Blvd, Belen, NM 87002

ISO CLASSIFICATION: 5

Approved number of Main Stations is 2

Terria Grande	1651 Rio Communities Bl	Belen	NM	87002
Rio Grande Estates	108 Rio Communities Blv	Belen	NM	87002

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

The projected minimum amount for fire fund distribution, based on the above information, is \$123,334. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

Grant for WATER TANK - Equipment.

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$118,341.69

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

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

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

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAguiro at 505.476.0174.

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

Name:	Email:	Phone:
1. Edward Butler	rgefda@hotmail.com	505-975-8215
2. JASON GONZALES	rgefde@hotmail.com	505-975-7264

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

Signed and submitted on this _____ day of _____ 2013.

_____ Printed Name STEVEN GONZALES	/S _____ Signature of Chairman, Board of County Commission
_____ Printed Name	/S _____ Signature of County Fire Chief or Fire Marshal

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny L. Montoya



P.O. Box 1269
1120 Paseo de Peralta, Room 413
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

800-244-6702 (In state only)
(505) 476-0066
Fax: (505) 476-0100

Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems

Provide training for personal performing plans review, code inspections and acceptance testing, Certificate copy not required.

Except:

- ☐ State Properties
☐ Public/Charter Schools
☐ Universities and Colleges
☐ Other: _____

IF Asked to Assist

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.


Detail:

Notes:

Name of Fire Department: Torre. Adelino F. D.

Name of County or City: VALENCIA

Adopted Fire Code and year if any: 2006



Signature of Fire Chief

3-25-13

Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny Montoya



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269
STATE FIRE MARSHAL DIVISION
Room 413
800-244-6702 (In-state only)
(505) 476-0066
Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office on or before April 30, 2013.

FIRE DEPARTMENT Tome-Adelino

COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: P.O. Box 27, Tome, NM 87060

ISO CLASSIFICATION: 6

Approved number of Sub Stations is 0

0 Sub-Stations

Approved number of Main Stations is 2

Valley Station	2755 Hwy 47	Los Lunas	NM	87031
Mesa Station	680 Manzano Expressway	Los Lunas	NM	87031

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

The projected minimum amount for fire fund distribution, based on the above information, is \$117,168. This does not include any additional amounts that may be calculated from growth in the fund.

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

REFIT TENDER TRUCKS X 2 - GRANT

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$ 108,656.44

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

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

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

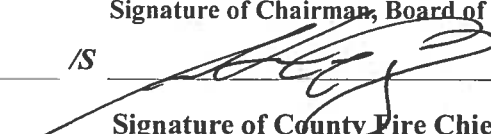
This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAgüero at 505.476.0174.

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

Name:	Email:	Phone:
1. MATTHEW DURAN	matthewfduran@gmail.com	505-730-8595
2. Robert BARR	eaglerbarr@yahoo.com	505-620-0045

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

Signed and submitted on this _____ day of _____ 2013.

Printed Name	Signature of Chairman, Board of County Commission
STEVEN GONZALES	
Printed Name	Signature of County Fire Chief or Fire Marshal

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

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STATE FIRE MARSHAL DIVISION
John Standefer, State Fire Marshal

800-244-6702 (In state only)
(505) 476-0066
Fax: (505) 476-0100

Important

Date: March 15, 2013

To: New Mexico Municipal and County Officials

From: John Standefer, State Fire Marshal

Subject: Fire Fund Distribution Pursuant to Fire Protection Fund Act, 59A-53, NMSA 1978
& Partnership Agreements

Please find the enclosed application for participation in the fiscal year 2014 Fire Protection Fund Distribution for the fire departments under your jurisdiction. **For initial budget preparation purposes each application indicates the guaranteed base amount to be distributed per Article 53, 59A-53-4 and 59A-53-5.**

The application provides a complete overview of your departments Insurance Service Office (ISO) classification and number of recognized stations funded through this Office. Please review this information with the Department Chiefs as their signature is required along with the Mayor or Chair of the County Commission. **The application shall be received in this Office on or before April 30, 2013.**

This application does not include any additional amounts that may be calculated from growth in the fund as the financial information indicating growth or reduction in the fire fund is not yet available. Nor does this application reflect any funding intercepts for loans incurred by local governments through the New Mexico Finance Authority.

In addition to the Fire Protection Fund Application, this Office is requiring that the enclosed Partnership Agreement be completed and returned along with the application. The Partnership Agreement identifies the various aspects of the fire prevention and protection duties being performed by the fire departments under your jurisdiction. Only those functions performed by your fire departments should be reflected. If your department does not perform any of the duties identified on the Partnership Agreement please indicate so provide signature and return to this Office.

Thank you for your assistance.

PARTNERSHIP AGREEMENT BETWEEN THE PUBLIC REGULATION COMMISSION'S
STATE FIRE MARSHAL DIVISION
AND
MUNICIPAL AND COUNTY FIRE DEPARTMENTS

PURPOSE: To allow fire departments the opportunity to provide various aspects of fire prevention and protection by conducting and/or assisting the State Fire Marshal Division with fire code inspections and origin and cause investigations, when deemed beneficial to both parties.

SCOPE: The State Fire Marshal and staff are authorized to make investigation of any fire or explosion within in the state, and the Fire Marshal may also appoint designated persons for these tasks (59A-52-10). The Fire Marshal shall adopt rules and regulations (fire codes) for prevention and control of fires (59A-52-15) and may use an authorized officer or designated agent to enforce these provisions (59A-52-19). The Fire Marshal is authorized to cooperate with agencies in this state (59A-52-5). Therefore, this agreement is implemented to activate the above provisions, as indicated below.

METHODOLOGY: The Fire Department shall assume the responsibility for conducting the indicated activities in a timely manner, document and store the appropriate records and provide information of such activities as required by the State Fire Marshal Division. The Fire Department shall conduct such activities following current accepted procedures and in adherence to state codes and/or rules. Activities may be documented on forms used by the Fire Department.

COOPERATIVE DISCLAIMER: This agreement does not prohibit the Fire Department or the State Fire Marshal Division from requesting assistance from each other during any fire code enforcement inspection or origin and cause investigation. The State Fire Marshal Division reserves the right to conduct any inspection or investigation throughout the state as per Article 52.

1. The Fire Department accepts responsibility for the following fire investigation activities:

☐ None

☒ Secure and restrict access to fire scenes until the arrival of a State Fire Investigator.

☒ Conduct all origin and cause investigations within the department's jurisdiction.

☒ Conduct origin and cause investigations, collect evidence, interview witnesses, work with local fire/law enforcement officials and the district attorney for full prosecution.

When writing on this document please print or write clearly.

Detail:

Notes:

2. The Fire Department accepts the responsibility for the following code enforcement activities.

☐ None

☒ Conduct all fire code inspections within the department's jurisdiction

☒ Conduct acceptance testing of fire suppression and detection systems
Provide training for personal performing plans review, code inspections and acceptance testing. Certificate copy not required.

Except:

SCHOOLS: A report of schools name, address and date of inspection will be required to be sent into the New Mexico State Fire Marshal's Code Enforcement Bureau with-in 30 days of the school inspection, all inspections done maybe on one document not every report needs to be sent in unless requested.

Detail:

Notes:

Name of Fire Department: VALENCIA - EL CERRO

Name of County or City: VALENCIA

Adopted Fire Code and year if any: 2006


Signature of Fire Chief

3-25-13
Date

Signature of Administrator

Date

State Fire Marshal

Date

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

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

CHIEF OF STAFF

Johnny Montoya



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Fax : (505) 476-0100

NEW MEXICO STATE FIRE MARSHAL'S OFFICE FISCAL YEAR 2014 COUNTY FIRE PROTECTION FUND DISTRIBUTION

This application is required to participate in the distribution of the Fire Protection Fund for the 2014 fiscal year. The application is due in the State Fire Marshal's Office **on or before April 30, 2013.**

FIRE DEPARTMENT Valencia-El Cerro COUNTY: Valencia

FIRE DEPARTMENT ADDRESS: 10 Camino Del Sol, Los Lunas, NM 87031

ISO CLASSIFICATION: 8

Approved number of Sub Stations is 0

0 Sub-Stations

Approved number of Main Stations is 1

Valencia-El Cerro	#3 N. El Cerro Loop	Los Lunas	NM	87031
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If you contend the above ISO Class or station information is incorrect, please attach a list of your claim of main and substations and sign here: _____

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

An official written request for authorization to rollover and accumulate Fire Protection Fund monies shall be submitted to this Office no later than August 30, 2013. The request shall identify the intended purpose and exact amount of money to be carried over into the FY 2014 balance.

For the purpose of this Application, list the anticipated amount and intended purpose your department will rollover from FY'13 to FY'14. \$

Equipment purchase for Apparatus for \$50.

*Provide current balance of the fire department's total Fire Protection Fund account to date: \$40,963.70

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

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

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

This Office will continue to offer technical support and training on the proper uses of the NFIRS program. If you are having issues with the system or require training you may submit your request via e-mail at vernon.muller@state.nm.us and carrie.deaguero@state.nm.us or you may contact Carrie Ann DeAgüero at 505.476.0174.

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

Name:	Email:	Phone:
1. Robert Hyde	VEC FD@ yahoo. Com	505- 720- 0430
2. Rick LaClair	rjlaclair@premieredistributing. Com	505- 975- 6347

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

Signed and submitted on this _____ day of _____ 2013.

_____ /S	_____ /S
Printed Name STEVEN GONZALES	Signature of Chairman, Board of County Commission
Printed Name	Signature of County Fire Chief or Fire Marshal

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**VALENCIA COUNTY
Board of County Commissioners
Agenda Request Form**



Department Head:	Bruce Swingle
Individual Making Request:	Bruce Swingle
Presentation at Meeting on:	04/03/13
Date Submitted:	03/25/13
Title of Request:	Summer Recreation Program MOU with Los Lunas

Action Requested of Commission:

Consideration to approve Summer Recreation Program MOU with the Village of Los Lunas and Los Lunas Public Schools.

Information Background and Rationale

Some years ago, the county entered into an MOU with the Village of Los Lunas and the Los Lunas Public Schools to provide financial support for the program for the benefit of the children and youth of the Los Lunas School District, Village of los Lunas and Valencia County. The program consists of summer activities and the use of public parks, swimming pool, playgrounds and other recreational facilities.

What is the Financial Impact of this Request?

The county's contribution is \$3,000.

Legal:

New Mexico Courts have determined that providing financial support to another government entity does not violate the Anti-Donation Clause and is thereby permissible. City of Gallup v. New Mexico State Park and Recreation Commission, 86 N.M. 745, 527 P.2d 786 (1974).

("Constitutional provision that state or municipality shall not make any donation to association or public corporation is inapplicable to donations by state or one of its governmental agencies to another such agency.")

(Adren Nance)

Finance:

Financial records indicate that Valencia County has contributed to this program since 2006. The \$3000 allocation to Los Lunas is in addition to \$6000 that is allocated to both City of Belen and Bosque Farms for a total of \$9000 issued to Summer Recreation Programs annually. In terms of present budgetary constraints it is up to the will of the VCBCC whether or not to reallocate the funding. If the VCBCC approves the MOU then revenues and expenses will need to be budgeted in FY 13/14. (Nick Telles)

MEMORANDUM OF UNDERSTANDING
(MOU)

THIS AGREEMENT is entered into between the Village of Los Lunas, Los Lunas Public School District & Valencia County.

I. Purpose:

The purpose of this agreement is to provide financial support for the Summer Recreation Program, for the benefit of the children and youth of the Los Lunas School District, Village of Los Lunas & Valencia County to be conducted through the use of public parks, swimming pool, playgrounds and other recreational facilities owned or operated and located within the respective jurisdiction of the parties. This agreement shall begin on July 1, 2013 and end on June 30, 2014.

II. Parties Agree that:

- A. The parties shall contribute the following sums to the program to support the hiring of recreation leaders and aids or other necessary personnel and to pay for attendant program costs:

PARTY:	AMOUNT
Village Of Los Lunas	\$9,000.
Los Lunas Public School District	9,000.
Valencia County	3,000.

The Village of Los Lunas shall submit an invoice for all contribution payables. Payment shall be received on/or before May 30, 2014.

- B. The Village of Los Lunas is hereby designated to be the entity to Administer or execute the Memorandum of Understanding. The Village of Los Lunas shall possess the common powers specified or necessarily implied in the Agreement and may exercise such in accordance with State and Federal Law.

The Administering agent shall be responsible for selection and supervision of all personnel subject to this memorandum.

- C. Each party shall keep and maintain the facilities owned or operated by it in a reasonable state of repair and preservation, and shall not suffer or permit any continuing nuisance therein. The respective parties shall pay for all necessary utilities to such facilities used in the program and will promptly pay all utility charges in connection with such use and will hold other parties to this agreement harmless therefrom.
 - D. The Village of Los Lunas is designated as the fiscal agent hereafter. The fiscal agent shall be strictly accountable for all receipts and disbursements under the Agreement.
 - E. This agreement may be terminated by any of the parties, by written notice to the other parties, up to thirty (30) days prior to the intended termination date. By such termination, no party may escape obligations incurred for performance prior to the date of termination.
 - F. This agreement incorporates all of the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof and all such covenants, agreements, and understandings have been merged into this written Agreement. No prior agreements or understandings, verbal or otherwise of the parties or their agents shall become valid or enforceable unless embodied in this agreement.
 - G. This agreement shall not be altered, changed or amended except by the instrument in writing and executed by the parties hereto.
 - H. No party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subjected to the immunities and limitations of the New Mexico tort Claims Act, section 41-4-1 et. Seq., NMSA 1978, as amended.
-

IN WITNESS, WHEREOF, the undersigned School District, Los Lunas, and Valencia County have caused this Agreement to be executed by their respective officers.

BY: _____
LL School Board Title Date

BY: _____
Village of Los Lunas Title Date

BY: _____
Valencia County Title Date



Village of Los Lunas

3447 LAMBROSE ROAD
P.O. BOX 1209
LOS LUNAS, NM 87031

PHONE: (505) 352-3584
FAX: (505) 352-3591
www.loslunasnm.gov

PARKS, RECREATION AND STREET DEPARTMENT

March 25, 2013

Valencia County
Los Lunas, NM 87031

Hand Delivered

To Whom It May Concern:

Attached is a Memorandum of Understanding between the Village of Los Lunas, Los Lunas Public School District and Valencia County, for your review.

Your consideration and contribution is appreciated.

If you have any questions please do not hesitate to contact our office.

Sincerely,

Jason A. Duran
Recreation Supervisor
505-352-7663
Email: duranj@loslunasnm.gov

ROBERT E. VIALPANDO
MAYOR

GREGORY D. MARTIN
VILLAGE ADMINISTRATOR

CHARLES GRIEGO
COUNCIL MAN

RICHARD LOVATO
COUNCIL MAN

GERARD SAIZ
COUNCIL MAN

AMANDA PEREA
COUNCIL WOMAN

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VALENCIA COUNTY
Board of County Commissioners
Agenda Request Form



Department Head:	Bruce Swingle
Individual Making Request:	Bruce Swingle
Presentation at Meeting on:	April 3, 2013
Date Submitted:	March 26, 2013
Title of Request:	VC Open Meetings

Action Requested of Commission:

Consideration to amend Valencia County's Open Meetings Act resolution.

Information Background and Rationale

The commission approved the County's Open Meetings Act on January 2, 2013. Effective April 1, 2013, the local newspaper will change printing and notification practices and deadlines, which will burden current resolution stipulations. Staff is recommending amendment of the meeting dates and or notification period or notification mechanisms.

What is the Financial Impact of this Request?

No financial impact on the county.

Legal:

The Open Meetings act, NMSA 1978, Section 10-15-1 (D) (1999) hereinafter ("OMA") requires that this Commission determine at least annually what notice for a public meeting is reasonable for its meeting (an OMA resolution). Nevertheless, the OMA resolution may be amended during the year as determined necessary by the Board. Currently Resolution 2013-02 sets forth the meeting dates/times and notice requirements for the County's regular meetings. The meetings are currently scheduled for Wednesday at 5:00 pm. Resolution 2013-02 requires that, in addition to posting at designated locations and on the web-site that "the date, time, and place of meeting, and information on how the public may obtain a copy of the agenda" be "placed in a newspaper of general circulation in Valencia County." Resolution 2013-02 requires that the agenda be complete 4 business days in advance of a meeting. The OMA declares that, at a minimum, the Commission must have its agenda available 24 hours in advance of a meeting. However, if House Bill 21 is approved the minimum time for an agenda to be available will be changed from 24 hours to 72 hours. As it is likely that Governor Martinez will sign HB 21 into law, it is advisable that any notice requirement for agendas be 72 hours or greater. Nevertheless, the Board is at liberty to determine when its meetings will be, when a complete agenda must be ready for the public (beyond the minimum of the OMA) and what type of notice is required for the meeting as to how a member of the public may obtain a copy of the agenda.

.(Dave Pato)

Finance:

No financial impact to the county.
(Nick Telles)



**VALENCIA COUNTY
BOARD OF COUNTY COMMISSIONERS
RESOLUTION NO. 2013-_____**

OPEN MEETINGS ACT

WHEREAS, the Valencia County Board of Commissioners met upon notice of a regular meeting duly published at the Valencia County Administration Building, 444 Luna Avenue, Los Lunas, New Mexico 87031 on Wednesday, April 3, 2013, at 5:00 P.M. as required by law; and,

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

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

WHEREAS, Section 10-15-1 (D) of the Open Meetings Act requires the Valencia County Commission to determine at least annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED, by the Valencia County Commission that:

1. All meetings shall be held at the Valencia County Administration Building, 444 Luna Avenue, Los Lunas, New Mexico 87031 or as indicated on the meeting notice.
2. Regular business meetings shall begin at 5:00 p.m. and regular public hearing meetings shall begin at 5:00 p.m. or as indicated in the meeting notice. Regular business meetings will be held the 1st and 3rd Wednesday of each month and regular public hearing meetings will be held on the 2nd Wednesday of each month, if needed, unless otherwise specified. The agenda will be available at least four (4) calendar days prior to a regular business meeting or a regular public hearing meeting from the County Manager, whose office is located at 444 Luna Avenue, Los Lunas, New Mexico 87031. Notice of any other regular meetings will be

given at least business four (4) calendar days in advance of the meeting date. The notice shall include a copy of the agenda or information on how a copy of the agenda may be obtained.

3. Special meetings may be called by a majority of the members upon four (4) calendar days notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least four business days before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of the citizens or to protect the public body from substantial financial loss. The Valencia County Commission will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four hours notice, unless protecting Valencia County from substantial financial loss or a threat to the health, safety and property of the citizens of Valencia County requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda.
5. For the purposes of regular meetings and special meetings described in paragraphs 2 and 3 of this resolution, notice requirements are met if the notice of the date, time, place and agenda is published online at the County's website www.co.valencia.nm, is posted at the following locations:

- A. Valencia County Administration Office, 444 Luna Avenue, Los Lunas, New Mexico 87031;
- B. Valencia County District Courthouse, 1835 Hwy 314 SW, Los Lunas, NM, 87031;
- C. Del Rio Senior Center, 351 Rio Communities Blvd., Belen, NM 87002;
- D. Meadowlake Senior Center, 100 Cuervo Lane, Los Lunas, NM 87031;

and if the date, time, and place of the meeting, and information on how the public may obtain a copy of the agenda, is placed in a newspaper of general circulation in Valencia County. Copies of the written notice shall also be mailed, faxed or emailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

6. For the purposes of emergency meetings described in paragraph 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is provided by telephone, facsimile or email to newspapers of general circulation in the County and posted at the Valencia County Administration Office, 444 Luna Avenue, Los Lunas, New Mexico 87031. Notice shall also be given by telephone, facsimile or email to those broadcast stations licensed by the

Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. In addition to the information specified above, all agendas shall include the following language:

“If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting please contact the Valencia County Manager, at 444 Luna Avenue, Los Lunas, New Mexico 87031, phone (505) 866-2014 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Valencia County Manager if a summary or other type of accessible format is needed.”

8. The Valencia County Commission may close a meeting to the public only if the subject matter of such discussion or action is exempted from the Open Meeting requirement under Section 10-15-1 (H) (1 through 10) of the Open Meetings Act.
- A. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the County Commission taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.
 - B. If a closed meeting is conducted when the Valencia County Commission is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members of the general public.
 - C. Following completing of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
 - D. Except as proved in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a close meeting shall be made by vote of the Valencia County Commission in an open public meeting.
9. A member of the Board of County Commissioners or any of its Boards may participate in a meeting by means of a conference telephone or other similar communications equipment when it is difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other

- at the same time, and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.
10. The Open Meetings Act Compliance Guide is hereby specifically incorporated by reference to this resolution and attached hereto.
11. Resolution 2013-02 is hereby repealed with the adoption of this resolution

APPROVED, ADOPTED, AND PASSED on this 3rd day of April, 2013.

BOARD OF COUNTY COMMISSIONERS

Charles D. Eaton
Chairman, District IV

Alicia Aguilar
Vice-Chair, District II

Mary J. Andersen
Commissioner, District I

Lawrence R. Romero
Commissioner, District III

Donald E. Holliday
Commissioner, District V

Attest:

Peggy Carabajal, County Clerk

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VALENCIA COUNTY
Board of County Commissioners
Agenda Request Form



Department Head:	Bruce Swingle
Individual Making Request:	Bruce Swingle
Presentation at Meeting on:	April 3, 2013
Date Submitted:	March 26, 2013
Title of Request:	Lease Addendum for District Attorney Office Space

Action Requested of Commission:

Consideration to approve a Lease Addendum between Valencia County and TNT Investments LLC for continued office space for the District Attorney's Office.

Information Background and Rationale

The County is responsible for providing adequate office space for the District Attorney's Office; therefore, the County entered into an agreement with TNT Investments LLC. The County entered into an agreement with TNT for this purpose several years ago. Approving the lease addendum will extend the agreement for one year. TNT is proposing a two (2) percent rent increase for the period.

What is the Financial Impact of this Request?

The two percent increase was not anticipated nor budgeted. Rent will increase to \$13,630.48 per month or \$163,565.76 for the year.

Legal:

NMSA 1978, Section 36-1-8.1 (1980) provides that "[e]ach board of county commissioners shall provide adequate quarters for the operation of the district attorney and provide necessary utilities and maintenance service for the operation and upkeep of district attorney facilities. In order to provide quarters to the District Attorney the Board of County Commissioners approved the current lease with TNT investments on March 21, 2007. The terms of that lease allows it to be renewed annually but requires a 4% increase in rent. The lease is consent with law and the obligations of the Board of County Commission. Nevertheless, while the lease of real property is exempted from the procurement code, it is advisable for administration to review its options to insure it is getting the best value for the funds expended for the upcoming year. (Adren Nance)

Finance:

The Valencia Board of County Commissioners approved a 2% increase to this vendor at or around April 30, 2012 of last fiscal year. Around February 09, 2011 a prior increase was issued to said vendor in the amount of 2.9%. Relative to the current financial difficulty of the County, thoughtful consideration of additional unbudgeted expenses should be exercised. (Nick Telles)

TNT INVESTMENTS, LLC

P.O. Box 398
Belen, NM 87002

March 13, 2013

Charles Eaton, Chairman
Alicia Aguilar, Vice-Chairwoman
Mary Anderson- Commissioner
Donald Holliday- Commissioner
Lawrence Romero- Commissioner
Valencia County Commission
444 Luna Ave
Los Lunas, NM 87031

RE: Lease between TNT Investments, LLC and Valencia County -13th Judicial District Attorneys Office located at 101 South Main Street-Second Floor, Belen, New Mexico

Dear Chairman Eaton, Vice-Chairwoman Aguilar, Commissioner Anderson, Commissioner Holliday and Commissioner Romero,

My partner Richie Tabet and I, are writing to you in order to be put on the upcoming agenda for the Valencia County Commission pertaining to the lease between TNT Investments, LLC and Valencia County 13th Judicial District Attorneys Office.

At this time the rent will need to increase two percent (2%) from the previous year making the rent \$13,630.48 per month commencing May 1, 2013. The 2nd Floor consists of 11,760 sq. ft. making the rent \$13.90 per sq. ft. with all utilities being paid by TNT Investments, LLC.

As you are aware TNT Investments, LLC offer many incentives that include the following:

- Large Employee Break Room on Fourth Floor
- Large Training/Meeting room on Fourth Floor
- Exercise Room , Showers and lockers on Third Floor
- Plenty of Exterior Windows
- Beautiful views of offices to east and west
- Trellis covered deck and balcony on Fourth Floor

TNT INVESTMENTS, LLC

P.O. Box 398
Belen, NM 87002

March 13, 2013

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Alicia Aguilar, Vice-Chairwoman
Mary Anderson- Commissioner
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- Plenty of Exterior Windows
- Beautiful views of offices to east and west
- Trellis covered deck and balcony on Fourth Floor

LEASE ADDENDUM

WHEREAS, a lease agreement was entered into as of the 21st day March, 2007 by and between TNT Investments LLC, a New Mexico Limited Liability Company, as "LESSOR" and , Valencia County Commission, District Attorney 13th Judicial District as "LESSEE", for office space in located at 101 South Main Street, Belen New Mexico 87002; and

WHEREAS, the term of this lease agreement was for 12 months, commencing May 1, 2012, and terminating April 30, 2013;

NOW THEREFORE, the parties agree to extend and amend the lease as follows:

1. The term of said lease shall be extended to April 30, 2014, Commencement date is May 1, 2013.
2. The rent shall be as follows commencing May 1, 2013

\$13,630.48 per month with an annual rent of \$163,565.76

3. The remainder of this lease agreement is hereby affirmed in all other aspects.

DATED and executed in duplicate originals this ____ day of _____, 2013.

LESSOR:

TNT INVESTMENTS, LLC,
a New Mexico limited liability company

By:_____

Its: _____

Signed:_____

LESSEE:

VALENCIA COUNTY COMMISSION
District Attorney 13th Judicial District

By:_____

Charles Eaton, Chairman

Its: _____

Signed:_____

By:_____

Alicia Aguilar, Vice-Chairwoman

Its: _____

Signed:_____

By:_____

Mary Anderson, Commissioner

Its: _____

Signed:_____

By:_____

Donald Holliday, Commissioner

Its: _____

Signed:_____

By:_____

Lawrence Romero, Commissioner

Its: _____

Signed:_____

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**VALENCIA COUNTY
Board of County Commissioners
Agenda Request Form**



Department Head: Nick Telles

Individual Making Request: Nick Telles

Presentation at Meeting on: April 3, 2013

Date Submitted: March 27, 2013

Title of Request: Approval of Valencia County Resolution 2013-____ Budget Adjustment Requests

Action Requested of Commission:

To approve budget adjustment requests relating to the following departments in the specified amounts: increasing revenues and expenses in the amount of \$3500 for the Older American's Program, homebound meals program; increasing revenues and expenses in the amount of \$107,874 for the Emergency Management Department for the purposes of receiving grant proceeds; and an intra-fund transfer of \$55,000 from Full Time Salaries to Overtime in the Sheriff's Department.

Information Background and Rationale

State law requires that any funding expensed by Valencia County is mandated to be budgeted as revenues and expenses in the annual certified budget. Budget Adjustment Requests allow unanticipated financial resources to be utilized by the County, as well as, changes to be made within a fund account that is identified to be over or under a forecasted level.

What is the Financial Impact of this Request?

Increase in restricted grant revenue and expenses to the county in the amount of \$111,374 and an intra-fund transfer of \$55,000.

Legal:

"A budget adjustment resolutions is required pursuant to DFA regulations."

Adren Nance

Finance:

Approval of Budget Adjustment Requests (BAR) from the VCBCC is necessary in order to utilize funds. It is especially important for the Sheriff's Department that the BAR is approved otherwise the department will exhaust overtime funding prior to the end of the fiscal year. Nick Telles

END

OF

AGENDA
