

March 20, 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:

February 20, 2013.....Business Meeting

PRESENTATION(S)

- 5) Legislative Update. *Kelly Fajardo..State Representative District 7*
- 6) Valencia Soil & Water Conservation District re: "Proposed Mill Levy in Valencia County" *Abel Camarena*
- 7) Fire Department Update. *Fire Chief Steven Gonzales*
- 8) Emergency Management Department Update. *Glenda Chavez*
- 9) Commissioners, Committees and Reports.
- 10) Closing arguments from the parties regarding request to amend the zoning map from Agricultural Preservation zoning to Rural Residential Zoning Legal Description T6N, R2E, Tracts A&B; MRGCD map 90; Consisting of 17.98 acres & 11.36 acres respectively; Zoned AP; and Land of Dale Jones, Tract C-2; MRGCD map 90; Consisting of 10.31 acres; Zoned AP; Valencia County, NM. *Jacobo Martinez*

DISCUSSION (S)

- 11) Discuss FY 2012 independent audit findings. *Axiom Certified Public Accountants*
- 12) Discuss Special District and Moratorium on Green Belt in Tome Adelino. *Lawrence Sanchez*

BOARD OF COUNTY COMMISSIONERS CONVENES AS INDIGENT CLAIMS BOARD

- 13) Consideration of the Indigent Report and 2 Appeals. *Barbara Baker / Dan Zolnier*

BOARD RE-CONVENES AS BOARD OF COUNTY COMMISSIONERS

ACTION ITEM(S)

- 14) Consideration to approve a MOA between Valencia County Emergency Management and the New Mexico Department of Health in the amount of \$21,209.00 for the participation in designated Emergency Management Activities. *Glenda Chavez*
- 15) Consideration to adopt a Fee schedule to produce Address/Street Identification for the General Public. *Victor Gonzales / Jacobo Martinez*

- 15) Consideration to approve the 2013 Older American Policy Manual ratified by the OAP Advisory Council.
Nick Telles

FINANCIAL MATTERS:

- 16) Consideration to accept Resolution 2013-_____ accepting Budget Revisions. *Nick Telles***

- 17) 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, c. Administrative Adjudicatory Proceeding: **Wisenant Barela Zone Change**; 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.

ACTION ITEMS:

- 18) Consideration of a decision regarding request to amend the zoning map from Agricultural Preservation zoning to Rural Residential Zoning Legal Description T6N, R2E, Tracts A&B; MRGCD map 90; Consisting of 17.98 acres & 11.36 acres respectively; Zoned AP; and Land of Dale Jones, Tract C-2; MRGCD map 90; Consisting of 10.31 acres; Zoned AP; Valencia County, NM. *Jacobo Martinez*

NEXT COMMISSION MEETING:

- ♦ April 3, 2013 – Business Meeting @ 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.

VALENCIA COUNTY BOARD OF COMMISSIONERS

BUSINESS MEETING

MARCH 20, 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 5:01 P.M.
- 2) Warden Joe Chavez led the Pledge of Allegiance.
- 3) Approval of Agenda
Commissioner Holliday motioned for approval. Seconded by Commissioner Romero. Motion carried unanimously.
- 4) Approval of Minutes: February 20, 2013- Business Meeting
Commissioner Romero motioned for approval of the minutes. Seconded by Commissioner Andersen. Motion carried unanimously.

PRESENTATION(S)

5) Legislative Update. *Kelly Fajardo, State Representative District 7*

Ms. Fajardo said that on February 5th the Los Lunas Chamber of Commerce, Belen Chamber of Commerce and the Hispano Chamber of Commerce all got together and put on a matanza at the steps of the Roundhouse for the 112 Representatives. One of the items passed this session was the Healthcare Exchange. Instead of the government, New Mexico will be able to make decisions regarding the state's healthcare. During the legislative session the PRC department was also revamped. One of the key changes made to that department was that they were able to define what kinds of qualifications were needed to run for PRC office. Commissioner Andersen asked if Valencia County will be affected by the hold harmless repeal. Ms. Fajardo said that Valencia County is over the \$48,000 mark so yes, we will be affected. The county will have two years to create a "game plan." The state is gradually going to start holding back the hold harmless funds. It will be seventeen years before it is fully implemented. It will be a two year strategy time then fifteen years of gradual implementation. Ms. Farjardo said this session she had \$44 million in project requests but only \$700,000 to "play with" she said that it was key to be in contact with the cities and the county to understand what their priority needs were. Chairman Eaton asked what the Capital Outlay bill was titled when going to the Governor for signature. Mrs. Fajardo said she would get that information to Chairman Eaton.

6) Valencia Soil & Water Conservation District regarding Proposed Mill Levy in Valencia County" *Abel Camarena*

Mr. Camarena introduced some of the SWCD members that were with him, Joseph Moya, Joe R. Baca, Charlie Sanchez Jr., and Madeline Miller. Mr. Camarena stated that what is being proposed is a 10 year one-quarter mill levy. The levy funds would be used in helping the SWCD with water quality management, noxious weed control, soil protection, and providing educational experience to schools just to name a few areas. Mr. Camarena stated that he is hopeful that the voters will see the mill levy as an investment in helping the district protect, promote, and sustain natural resources while efficiently and effectively meeting day to day operational costs. The SWCD will be holding three more meetings, at different locations, starting March 14th to provide more in depth information and opportunities for questions. Mr. Camarena said that all registered voters with in the SWCD district are eligible to vote. The election will be held on May 7th from 7:00 am to 7:00 pm. With two polling locations, the first location is at the Valencia SWCD office in Los Lunas and the second location at the Whitfield Wildlife Conservation Area in Belen. Commissioner Andersen thanked the SWCD for all that has been accomplished at the

B: 074 P: 815



Whitfield Wildlife Conservation Area, a lot of hard work has gone into that place and she is grateful for the effort.

7) Fire Department Update. *Fire Chief Steven Gonzales*

Mr. Gonzales started off by saying that since taking over as Fire Chief he has been seeking opportunities to further our fire service through education, prevention and planning. The staff has been busy getting information from local business to develop fire plan. This also gives the fire department personnel a chance to interact with the citizens, the fire department can reassure them that in an event of a fire at the business we can provide adequate response. The Fire Service recently conducted a CPR class for county personell and is currently in the process of providing fire extinguisher training for the employees as well. They are also working with the Public Works Department to have all county fire extinguishers serviced. The Fire Service recently adopted the 2006 edition of the International Fire Code. One of the things the department is currently working on is ways to recruit and retain volunteer services. One thing they are offering is a full fire academy to Valencia County volunteers free of charge. This academy will bring the volunteers to a Firefighter 1 level. The Fire Service is seeking opportunities to improve emergency medical response coverage. One way is by looking for additional opportunities to provide additional medical transport agency. Recently two firefighters were promoted to Lieutenant status. Another project the Fire Service is working on is preparing for an ISO survey for the Highland Meadows department. They are currently one of three fire departments left in the state that have an ISO rating of 10. Chief Gonzales is very hopeful to reach an 8B on this upcoming survey. If Highland Meadows does receive that score it will help in lowering the insurance premiums in that area, and will also increase funding for the fire service in that district. Right now on staff the Fire Service department has 3 Chief Officers, 1 Administrative Assistant, 2 Lieutenants, and 6 firefighters. ISO has a requirement of a minimum of six firefighters responding to a call; at this point the county is bareily meeting that requirement with our current volunteer system. The county should really start looking at additional staff for the department. To her understanding Commissioner Andersen thought that Highland Meadows couldn't be upgraded until they had more adequate water supply. Chief Gonzales stated that at this point they are going off the old fire service requirements and they have 5,000 gallons of water on wheels at the facility. With those 5,000 gallons on wheels we meet the adequate amount. The only thing that the facility doesn't have is an adequate fill station. The department is currently researching and finding out costs as to what a larger well would cost. Commissioner Holliday asked who notifies the insurance companies regarding the lowering of the rates when a specific grade is made on the survey. Chief Gonzales said that the people that do the actual survey notify the insurances as soon as they have the final results. Chairman Eaton told Chief Gonzales to pass it on to the men and women in the fire service that they are doing a great job and to keep up the good work.

8) Emergency Management Department Update. *Glenda Chavez*

Ms. Chavez started out by saying that in Emergency Management we plan for, prepare for and respond to major emergencies in the county. In January of this year Valencia County took part in a full scale exercise put on by the New Mexico Department of Health, the exercise was located in Sandoval County. The DOH was impressed with the resources Valencia County provided. This exercise counted for two of the three exercises that the state requires. One exercise was for the actual call down of deployable staff and the second was for the actual gathering of resources and deploying out. Also in January the Village of Los Lunas signed a memorandum of agreement to allow Valencia County to utilize the transportation center for the emergency operations center. In February a draft emergency operations plan was given to the State Department of Homeland Security for their review. The Emergency Management department has been audited once and then will be again in April, to ensure all timelines and what's expected meet the requirements of the state. Also in February of this year a Training Exercise Committee was formed. And the Del Rio Community Center was approved by the American Red Cross as an emergency shelter. The Emergency Department is in the lead for the operational plan for the upcoming Good Friday pilgrimage to Tome Hill. The department has also started an application for a Comodidity Flow Study for the county; this study is for anything being transported through the county by rail or interstate. It will be tracked and put into a report for future use.

9) Commissioners, Committees and Reports

Commissioner Aguilar said that there were many members of the county that wanted to know how much Waste Management was going to charge when the contract starts, so Commissioner Aguilar had a current invoice from Waste Management, the pricing was for a 3 month period for a 96 gallon container. The cost was \$53.88 plus a \$10.49 fuel charge

B: 074 P: 816



Minutes of March 20, 2013 Business Meeting

and \$4.10 for gross receipts tax bringing the total to \$68.47. While in comparison AC Disposal charges \$15.00 per month, \$2.87 for sales tax bringing the total to \$47.87 for a 3 month period. Commissioner Aguilar asked for a copy of the County Managers contract and for copies of any other contractual agreements that the county may have that affect the budget. Commissioner Aguilar stated that she wanted to look at the County Managers contract in regards to a mistake made on a date. And in regards to the other contracts she is concerned that they are many contracts out there especially through the court system and more monies are being requested. She wants to know exactly what contracts are out there and for how much and what exactly they are for. She wants to be better informed regarding this area. Commissioner Andersen noted that she received an e-mail regarding the upcoming NMACC conference in Socorro that will be taking place on April 10th and the deadline to register for the conference is April 1st. Commissioner Andersen asked about changing the meeting dates to meet the publishing deadlines with the News-Bulletin. Attorney Nance said that the counties current Open Meetings Act states that we have to post the meeting notice at 3 specific locations around the county, on the county website and in the News-Bulletin the date, time, location of the meeting and how an individual can obtain a copy of the agenda. So if the commissioners basically stick to the current schedule the publication in the newspaper can be a week and half early, because we don't have to have the actual agenda prepared at the time of publication. It is not required to place the agenda in the newspaper. So technically we don't have to change the meeting to comply with the News-Bulletins change. Commissioner Aguilar stated that she believes that the public prefers to see the actual agenda in the newspaper. Attorney Nance said we may then have to explore this further; he will get back with the commissioners with recommendations regarding placing the agenda in the paper considering the changes in the publication date. Mr. Swingle would like this item placed on the agenda for next meeting, where the attorneys could present a few recommendations and options for the Commissioners to look at. Chairman Eaton brought up that he would like the agenda request forms to be filled out completely, especially the sections concerning legal and finance. And also to whomever does fill out these sections to please put the individual's full name not just initials that way the public knows exactly who made the comment and it also helps the county in its efforts to be transparent. Mr. Swingle said that many of these agenda requests do come in at the last minute and don't give staff adequate time to completely review the request.

Attorney Pato requested that the Commissioner retreat to executive session so the matter can be discussed prior to the presentation.

EXECUTIVE SESSION:

Pursuant to Section 10-15-1 (H)(3) & (7) the following matters may be discussed in closed session; a) Personnel b) Pending or threatened litigation c) Administrative Adjudicatory Proceeding; *Wisenant Barela Zone Change* d) other specific limited topics that are allowed or authorized under the stated statute.

Commissioner Romero 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 passed 5-0.

Commissioner Andersen motioned to return to Regular Session. Seconded by Commissioner Romero. Motion carried unanimously.

Attorney Nance stated that the matters discussed in closed session were limited to the Wisenant Barela Zone change as listed on the agenda. No final action was taken.

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

Roll call vote. Commissioner Romero voted yes. Commissioner Andersen voted yes. Commissioner Holliday voted yes. Commissioner Aguilar voted yes. Chairman Eaton voted yes. Motion passed 5-0

Attorney Pato suggests that the board remove item #10 from the agenda and that the board accepts the parties' joint proposal to let the District Court decide the proposed zone change.

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

10) Closing arguments from the parties regarding request to amend the zoning map from Agricultural Preservation zoning to Rural Residential Zoning Legal description

B: 074 P: 817



T6N, R2E, Tracts A&B MRGCD map 90; consisting of 17.98 acres & 11.36 acres respectively; Zoned AP; and Lands of Dale Jones, Tract C-2; MRGCD map 90, consisting of 10.31 acres; Zoned AP; Valencia County, NM *Jacobo Martinez*
Item removed from the agenda

DISCUSSION(S)

11) Discuss FY 2012 independent audit findings. *Axiom Certified Public Accountants*
Jim Cox from Axiom CPA presented the FY 2012 audit findings. There were 3 categories of findings.

1. Material Weakness- sufficient weakness in internal controls that runs the risk that an error could make it through the system without being prevented or stopped.
2. Significant Deficiency- still deficiencies in the controls but not as serious as material weaknesses.
3. Other Matters- this category doesn't necessarily impact the financial statements themselves but still merit discussion.

The audit produced 22 overall findings. Some of the presented findings included but were not limited to issues regarding the preparation of financial statements, segregation of duties in payroll process, social security compliance, internal controls over payroll deductions, and there being no process to track capital assets. Mr. Cox stated that the Finance Department and management are working hard to resolve these issues. (See Exhibit A)

12) Discuss Special District and Moratorium on Green Belt in Tome Adelino. *Lawrence Sanchez*

Peter Ruckshaw said there has been a petition signed with 98 names in favor of the Green Belt in Tome. There are 5 registered historical monuments in the proposed area, including Tome Hill, the old jail and cemetery. There are also 5 historical places of residence. Ms. Gutierrez said this proposed change is an effort to save the history, language, culture and tradition of this area. Commissioner Andersen asked what the legal steps would be to change to a green belt. Attorney Nance said that it would take a legislative zoning change by the board. Planning and Zoning Director Jacobo Martinez said that as of yet they have not discussed any further steps with the residents wishing to make this change. Commissioner Andersen and Chairman Eaton suggested that Mr. Martinez, the county attorneys and members representing the group from Tome/Adelino sit down and discuss what steps need to be taken to set the moratorium in place before this item is brought before the Commissioners again. Mr. Sanchez said they will do that and any guidance will be greatly appreciated so that nothing gets overlooked. (See Exhibit B)

BOARD OF COUNTY COMMISSIONERS CONVENES AS INDIGENT CLAIMS BOARD

Commissioner Aguilar motioned to convene as indigent Claims Board. Seconded by Commissioner Romero. Motion passed 4-0. Commissioner Andersen was not present at time of vote.

13) Consideration of the Indigent report and 2 Appeals. *Barbara Baker*

Ms. Baker presented the Indigent report and asked for approval in the amount of \$53,037.46

Commissioner Aguilar motioned for approval. Seconded by Commissioner Romero. Motion passed 4-0. Commissioner Andersen not present at time of vote. (See Exhibit C)

Ms. Baker presented an indigent appeal for Ida May Ballejos in the amount of \$385.00 to be paid to UNM Health Science Center.

Commissioner Aguilar motioned for approval. Seconded by Commissioner Romero. Motion carried unanimously. (See Exhibit D)

Ms. Baker presented an indigent appeal for inmate Sean Hedrick in the amount of \$4,675.06 to be paid to UNM Medical Center.

Commissioner Andersen motioned for approval. Seconded by Commissioner Aguilar. Motion carried unanimously. (See Exhibit E)

BOARD RE-CONVENES AS BOARD OF COUNTY COMMISSIONERS

Commissioner Aguilar motioned to re-convene as Board of County Commissioners. Seconded by Commissioner Romero. Motion carried unanimously.

ACTION ITEM(S)

B: 074 P: 818
B: 074 P: 818

Minutes of March 20, 2013 Business Meeting

14) Consideration to approve a MOA between Valencia County Emergency Management and the New Mexico Department of Health in the amount of \$21,209.00 for the participation in designated Emergency Management Activities. *Glenda Chavez* Commissioner Holliday motioned for approval. Seconded by Commissioner Andersen. Motion carried unanimously.

The Board of County Commissioners recognized Senator Clemente Sanchez who was a member of the audience.

15) Consideration to adopt Resolution 2013-15 accepting a fee schedule to produce Address/Street Identification for the General Public. *Victor Gonzales/Jacobo Martinez* Commissioner Andersen motioned for approval. Seconded by Commissioner Aguilar. Motion carried unanimously.
County Clerk Peggy Carabajal announced Resolution 2013-15. (See Exhibit F)

16) Consideration to approve the 2013 Older American Policy Manual ratified by the OAP Advisory Council. *Nick Telles* Attorney Pato stated that this is an excellent and well put together manual but there are a few changes that he suggested be made. On page 13 paragraph 2 under Participant Policy he suggests removing "recipient of service" and changing it to staff. On page 13 paragraph 1 under Due Process he recommends removing the word reasonable so that it reads "probable cause." And on page 26 paragraph 2 delete the phrase "after working hours."
Commissioner Aguilar motioned for approval with the changes requested by the attorney. Seconded by Commissioner Andersen. Motion carried unanimously. (See Exhibit G)

FINANCIAL MATTERS:

17) Consideration to accept Resolution 2013-16 accepting Budget Revisions. *Nick Telles* Commissioner Andersen motioned for approval. Seconded by Commissioner Romero. Motion carried unanimously.
County Clerk Peggy Carabajal announced Resolution 2013-16. (See Exhibit H)

18) Approval of Financial/Payroll warrants. *Nick Telles* Commissioner Aguilar motioned for approval. Seconded by Commissioner Andersen. Motion carried unanimously. (See Exhibit I)

PUBLIC COMMENT:

Valencia County resident Sue Moran was the only person to speak at tonight's meeting. She spoke in regards to the Village of Los Lunas' Hospital presentation at a previous meeting. She feels that the enhanced services directed to the various needs of the Valencia County residents would create amazing opportunities for all. She believes that the Commissioners should open the door for the opportunity that's knocking.

ACTION ITEMS:

19) Consideration of a decision regarding request to amend the zoning map from Agricultural Preservation zoning to Rural Residential Legal description T6N, R2E, Tracts A&B MRGCD map 90; consisting of 17.98 acres & 11.36 acres respectively; Zoned AP; and Lands of Dale Jones, Tract C-2; MRGCD map 90, consisting of 10.31 acres; Zoned AP; Valencia County, NM *Jacobo Martinez*
Item removed from the agenda

NEXT COMMISSION MEETING:

The next Regular Meeting of the Valencia County Board of County Commission will be held on April 3, 2013 at 5:00 P.M. Meeting in the County Commission Room at the Valencia County Courthouse.

20) Adjournment

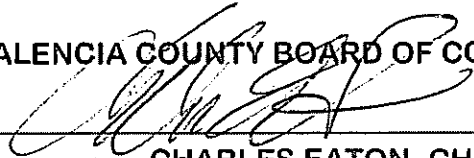
Commissioner Andersen moved for adjournment. Seconded by Commissioner Holliday. Motion carried unanimously. TIME: 8:50 P.M.

NOTE: All proposals, documents, items, etc., pertaining to items on the agenda of the March 20, 2013 Business Meeting (presented to the Board of County Commissioners) are attached in consecutive order as stated in these minutes.

B: 074 P: 819



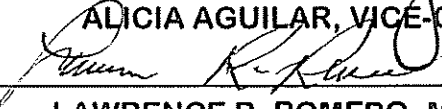
VALENCIA COUNTY BOARD OF COMMISSIONERS



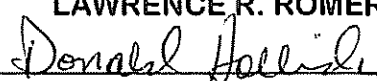
CHARLES EATON, CHAIR



ALICIA AGUILAR, VICE-CHAIR



LAWRENCE R. ROMERO, MEMBER

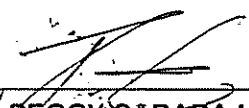


DONALD E. HOLLIDAY, MEMBER



MARY J. ANDERSEN, MEMBER

ATTEST:



PEGGY GARABAJAL, COUNTY CLERK

4-17-2013

DATE

B: 074 P: 820



EXHIBIT A ON FILE IN THE VALENCIA
COUNTY CLERK'S OFFICE

EXHIBIT A

B: 074 P: 821



PETITION

98

TO: THE VALENCIA COUNTY COMMISSION AND ZONING
PLANNING BOARD

We, the undersigned, citizens of Valencia County and the greater Tome-Adelino, La Constancia areas, respectfully petition that these areas and Hwy 47 (which is already designated as part of the National Scenic Byway system and a designated "Farm to Market" road) be given official "Greenbelt" status and designation; with boundaries as follows: North: an East/West line at approx. Edeal Rd; South: an East/West line approx. 1/4th mile North of River Rd.; West: a North/South line running approx. down the middle of the Rio Grande river; East: a North/South line approx. East of Sandhill Rd and El Cerro Tome (Tome Hill) and including UNM-VC properties to the South boundary.

B: 074 P: 822



EXHIBIT B



Within this “Greenbelt” rectangle all commercial development shall fall within restricted usage of sustainable agricultural related and traditional and historic cultural occupations and activities. Other forms of commercial development shall be prohibited.

Some examples of conforming uses are: agricultural product and animal raising and sales, vineyards and wineries, horse farms and related animal/ rodeo activities and training, arts & crafts galleries and sales, bed and breakfast facilities, and other conforming businesses.

SIGNED:

PRINT NAME	SIGNATURE	ADDRESS
CECILIA Padilla	Cecilia Padilla	P.O. Box 76, Tome, NM 87060 866-6150
Rita M. Padilla - Gutierrez	Rita M. Padilla Gutierrez	P.O. Box 292 Tome, NM 87063
Pete A. Dupsha	Pete A. Dupsha	P.O. Box 88 Tome, NM 87060
PAT Padilla	Pat Padilla	5 Caballo Pálido Placitan, NM 87043
ANDREA C. Padilla	Andrea C. Padilla	P.O. Box 304 Tome, NM 87060



PRINT NAME

SIGNATURE

ADDRESS

Geri Rhodes

Geri Rhodes PO Box 458 Tome NM 87060

Clara Seratin

Clara Seratin 2594 Hwy 47, Belen NM 87002

Carmine Galligo

Carmine Galligo 2812 S Hwy 47 LL

Tami Coleman

Tami Coleman 7 Pando Lane LL

Tom Coleman

Tom Coleman 7 Pando Ln. LL

Jerred Zamora

Jerred Zamora 2861 Hwy 47 87031

Lily Baca

Lily Baca PO Box 155, Tome NM 87031

BURTON MCKENZIE

B McKenzie 26 San Fernandez Rd 87031

Pamela A. McKenzie

Pamela A. McKenzie 26 San Fernandez Rd 87031

LAWRENCE E. SANCHEZ

Lawrence E. Sanchez P.O. Box 688 LL, NY 87031

Angel Teller

Angel Teller

P.O. Box 694 Tome NM 87060

Charlie Sanchez Jr

Charlie Sanchez Jr

P.O. Box 75 Tome NM

Amayraze Sandoval

Amayraze Sandoval

P.O. Box 28 Tome NM

Harvey Crowder

Harvey Crowder

14 Leibe Ct

Robert B. Tones (Farmer)

Robert B. Tones

2964 Hwy 47 Tome NM

Joshua R. Chavez

Joshua R. Chavez

PO Box 353 Tome NM

Ursula Hill

Ursula Hill

PO Box 88 Tome NM

Denny K. Knight

Denny K. Knight

PO Box 245 Tome NM



PRINT NAME

SIGNATURE

ADDRESS

BRANDON LONG

B

PO Box 245 6 SILVARD

Anna Lee Torres

Anna Lee Torres

2945 Hwy 47, LL

Ramon Torres

Ramon Torres

2945 Hwy 47, LL

Elizabeth Padilla

Elizabeth Padilla

P.O. Box 305, Tome

ANGELO TORRES

Angelo Torres

91 RANONCETA BL. LL

Ricardo Trujillo JR

Ricardo Trujillo JR

15 CLAEMIS RD 87031

Paulm. Torres

Paulm. Torres

2964 Hwy 47 L5 LNS 87031

George Ridgeway

George Ridgeway

2938 Hwy 47 Tome

Joe Sanchez

Joe Sanchez

5 Patrico R.d.

Linda Adler-Montoya

819 Calle del Vistal N.W. APO

Del Chover

Del Chover

P.O. Box 522 Tome 87060

VANICE PACIFICO

Janice C. Pacifico

2938 Hwy 47, Tome

Eric Smith

Eric Smith

5 Leibel Ct. Los Lunas NM 87031

Rachel FJH20

Rachel FJH20

10 CLAVENCE 87031

Lea Canon

Lea Canon

19 Serena Ln. Los Lunas, NM 87031

Wayne Canon

Wayne Canon

11 " " " "

Eldes Butler

Eldes Butler

09 Pando Lane Los Lunas NM 87031

Thom Butler

Thom Butler

#5 PANDORA LANE LOS LUNAS NM 87031

LORRE STENEK

Lorre Stenek

6 ALBERTS LANE LLNM 87031



PRINT NAME

SIGNATURE

ADDRESS

Rosalie Sanchez	Rosalie Sanchez	2861 Hwy 47 L.L.
Proceso Sanchez	Rosalie Sanchez	2861 Hwy 47 L.L.
David Hofmann	[Signature]	67 ENTRADA ARAGON
Simone Seiler	Simone Seiler	PO Box 437 Tome 2 Night Hawk Ct Los Lunas, NM
Elizabeth Cumbly	[Signature]	
Patricia Z. Sanchez	Patricia Z. Sanchez	2785 Hwy 47 P.L.
Carol Benavidez	[Signature]	2834 Hwy Hwy 47
Sally Benavidez	[Signature]	2836 Hwy 47 (S)
Renee Benavidez	[Signature]	2838 Hwy 47
Beverly Dominguez Gonzalez	[Signature]	84-D Romero Rd.
C Mark Garcia	[Signature]	2878 Hwy 47
Marie Garcia	[Signature]	19 Patricia Rd
Jim Schaffner	[Signature]	19 Patricia Rd
Alex Garcia	[Signature]	2871 Hwy 47
Kymmy Swine	[Signature]	2871 Hwy 47
Erlinda Garcia	[Signature]	2878 Hwy 47
Cassey Garcia	[Signature]	16 Patricia Rd.
[Signature]	[Signature]	P.O. Box 895 87026

PRINT NAME

SIGNATURE

ADDRESS

Simone Seiler	Simone Seiler	PO Box 437 Tome
DAVID HOFMANN	[Signature]	67 ENTRADA ARAGONIA
Beverly Dominguez-Gonzales	[Signature]	84-D Romero Rd, Los Lunas
Carol Benavidez	Carol [Signature]	2834 Hwy 47 LL
Sally Benavidez	Sally [Signature]	2836 Hwy 47 LL
Renee Benavidez	[Signature]	2838 Hwy 47 LL
Mark Garcia	[Signature]	2878 Hwy 47
Marie Garcia	[Signature]	2878 Patricia Rd
Jim Skaffner	Jim Skaffner	19 Patricia Rd
Alex Garcia	Alex [Signature]	2871 Hwy 47
Kymmy Sauer	Kymmy Sauer	2871 Hwy 47
Joe K. Bacu	Joe K. Bacu	2662 Hwy 47 Los Lunas, NM 87031
JOHN A SMITH	John A Smith	46 VISTA COLINAS-87031
Cheryl Klein	Cheryl Klein	29 Lomas Rd LH NM 87031
Regina Luego	Regina Luego	425 N. 3rd St. Belen, N. Mex 87002
CLAUDIA JOHNSON	Claudia Johnson	54 PATRICIO LOS LUNAS, 87031
Betty Romero	Betty Romero	3081 Hwy 47 Los Lunas
Olivia Lopez	Olivia Lopez	73 Entrada Aragon Rd LL 87031

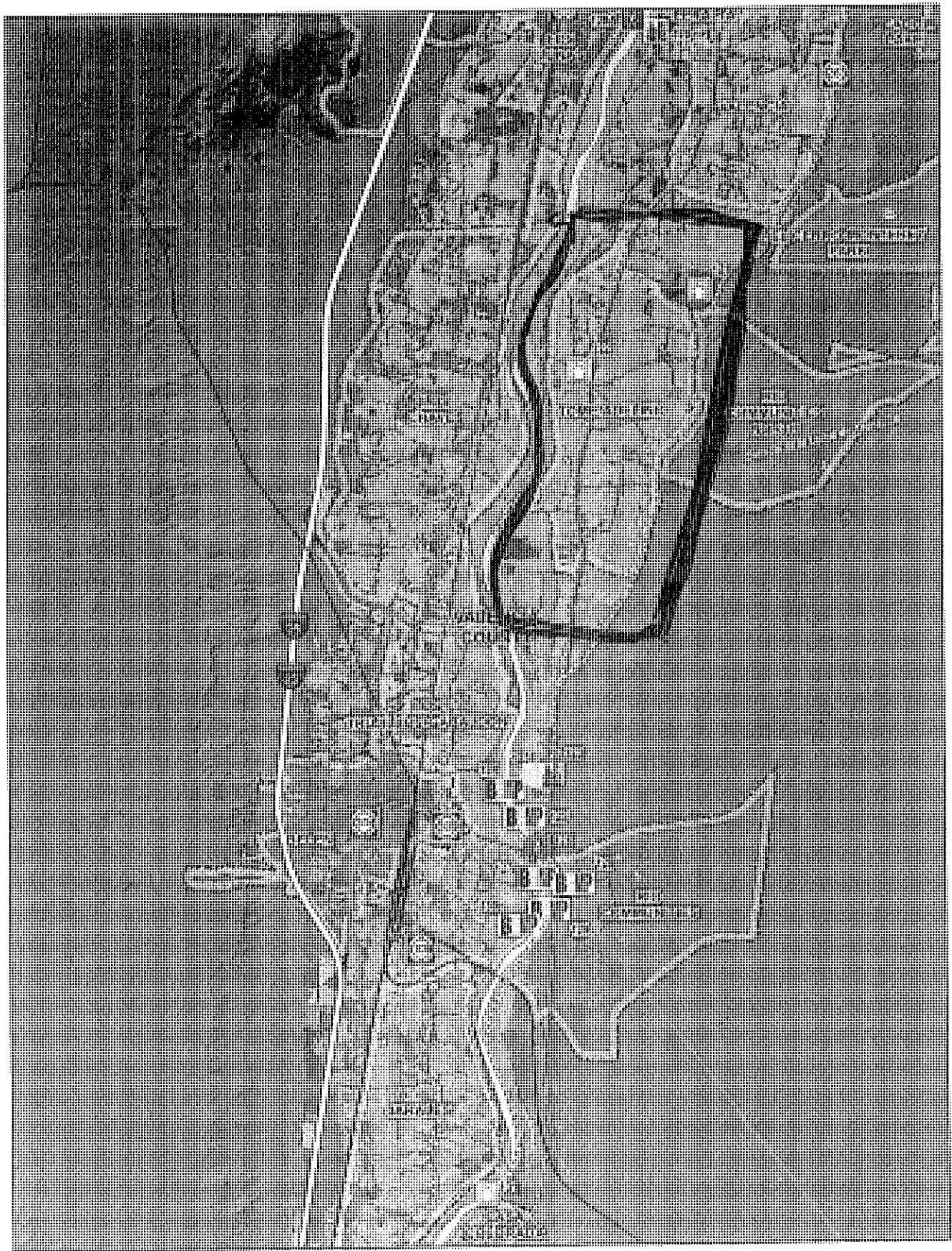


PRINT NAME

SIGNATURE

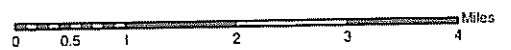
ADDRESS

PRINT NAME	SIGNATURE	ADDRESS
Jamod Chavez	[Signature]	PO Box 30 Tome
Kristin Chavez	[Signature]	PO Box 30 Tome
Joey Sanchez	[Signature]	PO Box 834 Tome
Allison Sanchez	[Signature]	PO Box 834 Tome
MARK JOHNSON	[Signature]	54 PATRICIO RD LOS LUNAS, NM
Karin Roman	[Signature]	P.O. Box 192 Tome NM
Anthony Romero	[Signature]	2922 Hwy 47 Tome, NM
MARK R. Sanchez	[Signature]	2634 Hwy 47 Los Lunas 1919 CALLE DEL VISTA NW ALBUQUERQUE, NM 87105
CHARLES E. MONTAÑA	[Signature]	06 Patricio Rd. Tome PO Box 513
Ron B. Chavez	[Signature]	2922 Hwy 47 Tome
Crystal Romero	[Signature]	350 La Entrada Rd. (Tome) LOS LUNAS, NM 87031
Rosemarie Romero	[Signature]	
Jesús M. Baca	[Signature]	2670 Hwy 47
ERMINIA S. Baca	[Signature]	2670 Hwy 47
Daniel Wale	[Signature]	P.O. Box 304 Tome
Sara R. Casias	[Signature]	3053 Hwy 47 Los Lunas NM 87031
Ida R. Perea	[Signature]	3057 Hwy 47 Los Lunas



Scale 1:100,000

▼ Jarales ▼





Within this "Greenbelt" rectangle all commercial development shall fall within restricted usage of sustainable agricultural related and traditional and historic cultural occupations and activities. Other forms of commercial development shall be prohibited.



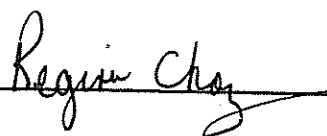
Some examples of conforming uses are: agricultural product and animal raising and sales, vineyards and wineries, horse farms and related animal/ rodeo activities and training, arts & crafts galleries and sales, bed and breakfast facilities, and other conforming businesses.

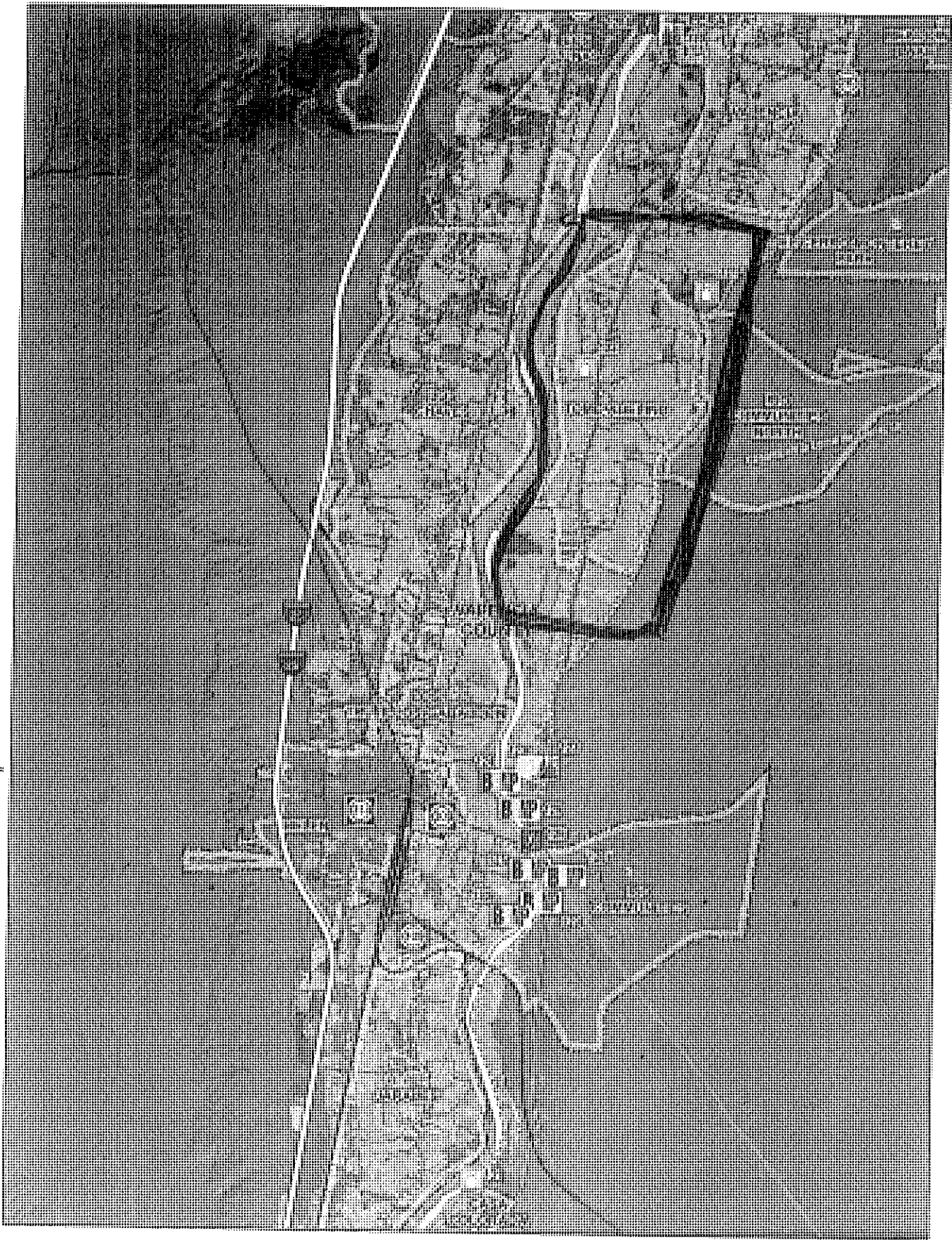
SIGNED:

PRINT NAME

SIGNATURE

ADDRESS

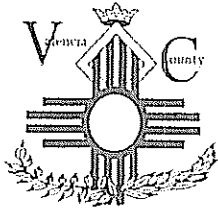
Matthew Romero		3081 Highway 47, Los Lunas
Tim Herrera		3067 Hwy 47, Los Lunas
Regina Chavez		2955 Hwy 47 L.L. Nm 82052



Scale 1:100,000

▽ Jarales ▽

0 0.5 1 2 3 4 Miles



Valencia County Indigent & Insurance

BARBARA A. BAKER, ADMINISTRATOR

Post Office Box 1119 · Los Lunas, New Mexico 87031

Phone : (505) 866-2020 · Fax: (505) 866-3366

March 20, 2013

Dear Commissioners,

I would like to present the Indigent Claims from February 8, 2013 to March 7, 2013. The amount of claims submitted is \$558,351.38. I ask the Commission to approve \$53,037.46 and to deny \$505,313.92. There were 64 claims submitted, the breakdown is as follows;

- 33 - 51.5620% - UNM Health Sciences Center
- 10 - 15.6250% - Living Cross Ambulance
- 6 - 9.3755% - Presbyterian Hospital
- 4 - 6.2500% - Lovelace Medical Center
- 1 - 1.5625% - Presbyterian Medical Group
- 3 - 4.6875% - Radiology Associates
- 3 - 4.6875% - UNM Medical Group
- 1 - 1.5625% - ABQ Health Partners
- 1 - 1.5625% - Albuquerque Ambulance
- 1 - 1.5625% - Superior Ambulance
- 1 - 1.5625% - Cibola General Hospital

The payment for approved claims is as follows;

- \$ 28,624.50 - UNM Health Sciences Center
- 3,200.00 - Living Cross Ambulance
- 9,000.00 - Presbyterian Hospital
- 8,417.03 - Lovelace Medical Center
- 25.93 - Presbyterian Medical Group
- 71.35 - Radiology Associates
- 870.32 - UNM Medical Group
- 528.33 - ABQ Health Partners
- 400.00 - Albuquerque Ambulance
- 400.00 - Superior Ambulance
- 1,500.00 - Cibola General Hospital

B: 074 P: 832



EXHIBIT C

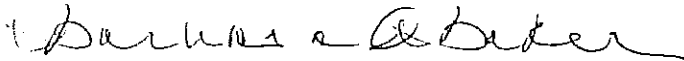
There are 17 applicant denials which are;

11168, 11174, 11182, 11196 and 11198- Income
11171, 11172, 11185, 11191, 11192, 11193 and 11210 - No Response
11173 and 11209 - Missed Appointment
11181 - Assets
11194 - Additional Information
11195 - Appointment not Made

The unpaid balance of the medical bills for the approved claims is \$302,232.47 and the unpaid balance of the ambulance bills for the approved claims is \$6,875.63.

Thank you for your consideration.

Sincerely,



Barbara A. Baker

B: 074 P: 833



VALENCIA COUNTY INDIGENT FUND CLAIMS LOG

March 20, 2013

Birth		Date		Sex	Provider Name	Date(s) of Service		Diagnosis	Billed	Paid	Reason for Denial	
ID NO.												
11168	02/09/55	M	UNM Health Sciences Center			12/18/12		Back Pain	1,431.50	0.00	Income	
11169	01/11/52	F	Living Cross Ambulance			01/10/13		Hernia	1,204.21	400.00		
*			UNM Health Sciences Center			12/26-12/29/12		*	31,056.18	2,000.00		
*			UNM Health Sciences Center			01/04-01/07/13		*	16,952.85	750.00		
*			UNM Health Sciences Center			01/10/13		*	843.35	250.00		
11170	11/24/71	M	Albuquerque Ambulance			11/13/12		Burn - Legs and Feet	569.00	400.00		
*			Cibola Hospital			11/13/12		*	6,329.00	1,500.00		
*			UNM Health Sciences Center			11/13/12		*	8,948.00	750.00		
*			UNM Health Sciences Center			11/13-11/16/12		*	5,779.50	750.00		
11171	03/21/50	F	UNM Health Sciences Center			12/31/12		Unknown	3,719.00	0.00	No Response	
11172	04/22/49	F	UNM Health Sciences Center			12/28-12/31/12		Dislocated Hip	31,066.80	0.00	No Response	
11173	03/02/11	F	Living Cross Ambulance			12/05/12		Head Injury	103.38	0.00	Missed Appointment	
11174	12/24/52	M	UNM Health Sciences Center			11/08/12		Toe Infection	572.00	0.00	Income	
11175	08/02/68	F	UNM Health Sciences Center			10/14-10/22/12		Difficulty Breathing	39,364.90	3,000.00		
11176	10/20/53	M	Living Cross Ambulance			01/13/13		Carbon Monoxide Poisoning	1,368.95	400.00		
*			UNM Health Sciences Center			01/13/13		*	678.00	522.06		
11177	06/13/84	F	Presbyterian Hospital			12/20/12		Cut Finger	2,120.00	1,000.00		
*			Presbyterian Hospital			12/25/12		Ulcers	3,032.80	1,000.00		
*			Presbyterian Hospital			01/21/13		Difficulty Breathing	2,793.70	1,000.00		
11178	12/29/58	M	Presbyterian Hospital			12/12-12/15/12		Infection on Arm	24,557.30	3,000.00		
11179	01/30/75	M	Lovelace Medical Center			01/22-01/25/13		Congestive Heart Failure	25,443.00	3,000.00		
11180	09/08/68	M	UNM Health Sciences Center			01/28/13		Vocal Chords Paralyzed	13,835.70	3,000.00		
11181	08/27/63	F	UNM Health Sciences Center			11/29/12		Swollen Lymphnodes	2,819.00	0.00	Assets	
11182	03/03/64	F	UNM Health Sciences Center			01/17/13		Lump on Breast	512.00	0.00	Income	
11183	04/30/59	M	UNM Health Sciences Center			01/07/13		Dislocated Shoulder	594.60	400.00		
*			UNM Health Sciences Center			01/17/13		*	12,643.58	2,600.00		
11184	12/05/84	F	Living Cross Ambulance			01/13/13		Liver Disease	1,126.68	400.00		
11185	09/28/77	M	UNM Health Sciences Center			11/07-11/08/12		Diabetic	8,962.10	0.00	No Response	
11186	09/06/66	F	UNM Health Sciences Center			01/04/13		Hypertension	621.00	478.17		
11187	09/23/69	F	Living Cross Ambulance			01/01/13		Blood Clots	1,272.86	400.00		

B: 074 P: 834



*			UNM Health Sciences Center	11/28/12	Abdominal Pain	1,104.15	500.00
*			UNM Health Sciences Center	11/28-11/30/12	Hysterectomy	32,495.90	1,500.00
*			UNM Health Sciences Center	01/02-01/04/13	Blood Clots	12,399.11	1,000.00
11188	01/09/88	M	UNM Health Sciences Center	11/07/12	Hernia	6,292.30	3,000.00
11189	12/04/53	M	UNM Health Sciences Center	12/04/12	Cataract Surgery	8,427.98	3,000.00
11190	03/07/78	M	Living Cross Ambulance	12/17/12	Behavioral	1,112.95	400.00
*			Living Cross Ambulance	01/10/13	*	1,314.05	400.00
*			UNM Health Sciences Center	12/17/12	*	2,104.00	1,620.08
11191	12/12/70	M	Presbyterian Hospital	01/07-01/13/13	Pancreatitis	65,142.87	0.00 No Response
11192	12/12/70	F	UNM Health Sciences Center	12/03/12	Kidney Stone	2,645.50	0.00 No Response
11193	09/22/34	F	UNM Health Sciences Center	01/23/13	Unknown	1,468.00	0.00 No Response
11194	06/01/74	M	Living Cross Ambulance	12/13/12	Motor Vehicle Accident	1,300.32	0.00 Additional Information
11195	03/23/88	M	UNM Health Sciences Center	11/18/12	Back Injury	207.00	0.00 Appointment Not Made
11196	07/15/48	M	UNM Health Sciences Center	01/03-01/04/13	Cardiology	14,985.50	0.00 Income
11197	02/01/58	M	UNM Health Sciences Center	01/03-01/06/13	Chest Pain	58,223.00	3,000.00
11198	01/30/65	M	Lovelace Medical Center	12/04/12	Cyst on Groin	1,027.00	0.00 Income
11199	05/08/92	F	UNM Health Sciences Center	11/20-11/24/12	Appendectomy	18,097.63	3,000.00
11200	07/19/74	F	Presbyterian Hospital	02/09/13	JAIL - Seizures	1,217.94	400.00
*			Living Cross Ambulance	02/09/13	*	3,139.00	2,417.03
11201	02/12/86	M	Lovelace Medical Center	11/15/12	JAIL - Hand Injury	32.10	19.49
11202	01/23/67	F	Radiology Associates	12/07/12	JAIL - Pneumonia	3,357.00	528.33
11203	01/23/82	M	Alb NM Physicians	12/04/12	JAIL - Arm Injury	900.00	444.26
*			UNM Medical Group	12/04/12	*	680.00	322.16
*			UNM Medical Group	12/04/12	*	350.00	103.90
11204	01/23/82	M	UNM Medical Group	12/04/12	JAIL - Swallowed Object	28.00	25.93
11205	09/19/67	M	Radiology Associates	07/05/12	JAIL - Foot Injury	30.00	25.93
*			Radiology Associates	06/05/12	*	107.00	25.93
11206	12/22/88	M	Presbyterian Medical Group	02/01/13	JAIL - Leg Injury	457.32	400.00
11207	05/16/92	M	Superior Ambulance	01/08/13	Broken Hand	630.20	485.25
*			UNM Health Sciences Center	12/04-12/05/12	*	6,624.30	2,514.75
11208	01/05/73	F	UNM Health Sciences Center	12/13/12	Asthma	1,231.67	400.00
11209	04/02/83	M	Living Cross Ambulance	12/25/12	Unknown	6,470.85	0.00 Missed Appointment
11210	01/31/52	F	UNM Health Sciences Center	11/08-11/09/12	Liver Disease	53,773.00	0.00 No Response
11211	08/25/61	M	Lovelace Medical Center	01/19-01/27/13	Back Pain	654.80	504.19
			UNM Health Sciences Center	12/18/12			
			TOTAL			558,351.38	53,037.46

VALENCIA COUNTY COMMISSION MEETING

Charles D. Eaton, Chair Alicia Aguilar, Co-Chair

Mary J. Andersen Donald E. Holliday Lawrence R. Romero

P.O. Box 1119 * * * Los Lunas, New Mexico 87031

Provider	Provider Account	Indigent Number	Amount Billed	Amount Denied	Amount Paid
UNM Health Sciences Center	218945251	11168	1,431.50	1,431.50	0.00
Living Cross Ambulance	78286	11169	1,204.21	804.21	400.00
UNM Health Sciences Center	219105350	11169	31,056.18	29,056.18	2,000.00
UNM Health Sciences Center	219686052	11169	16,952.85	16,202.85	750.00
UNM Health Sciences Center	219586575	11169	843.35	593.35	250.00
Albuquerque Ambulance	12091769	11170	569.00	169.00	400.00
Cibola Hospital	4339663	11170	6,329.00	4,829.00	1,500.00
UNM Health Sciences Center	217932466	11170	8,948.00	8,198.00	750.00
UNM Health Sciences Center	217784933	11170	5,779.50	5,029.50	750.00
UNM Health Sciences Center	218370237	11171	3,719.00	3,719.00	0.00
UNM Health Sciences Center	218953511	11172	31,066.80	31,066.80	0.00
Living Cross Ambulance	77217	11173	103.38	103.38	0.00
UNM Health Sciences Center	217614692	11174	572.00	572.00	0.00
UNM Health Sciences Center	216732412	11175	39,364.90	36,364.90	3,000.00
Living Cross Ambulance	78218	11176	1,368.95	968.95	400.00
UNM Health Sciences Center	219639382	11176	678.00	155.94	522.06
Presbyterian Hospital	000918322-2355	11177	2,120.00	1,120.00	1,000.00
Presbyterian Hospital	000918322-2360	11177	3,032.80	2,032.80	1,000.00
Presbyterian Hospital	000918322-3021	11177	2,793.70	1,793.70	1,000.00
Presbyterian Hospital	001074951-2347	11178	24,557.30	21,557.30	3,000.00
TOTALS			182,490.42	165,768.36	16,722.06

B: 074 P: 836



VALENCIA COUNTY COMMISSION MEETING

Charles D. Eaton, Chair

Alicia Aguilar, Co-Chair

Mary J. Andersen

Donaid E. Holliday

Lawrence R. Romero

P.O. Box 1119 * * * Los Lunas, New Mexico 87031

Provider	Provider Account	Indigent Number	Amount Billed	Amount Denied	Amount Paid
Lovelace Medical Center	P1302200732	11179	25,443.00	22,443.00	3,000.00
UNM Health Sciences Center	219771516	11180	13,835.70	10,835.70	3,000.00
UNM Health Sciences Center	218271088	11181	2,819.00	2,819.00	0.00
UNM Health Sciences Center	219831310	11182	512.00	512.00	0.00
UNM Health Sciences Center	219384062	11183	594.60	194.60	400.00
UNM Health Sciences Center	219746898	11183	12,643.58	10,043.58	2,600.00
Living Cross Ambulance	78228	11184	1,126.68	726.68	400.00
UNM Health Sciences Center	217561307	11185	8,962.10	8,962.10	0.00
UNM Health Sciences Center	219343027	11186	621.00	142.83	478.17
Living Cross Ambulance	77953	11187	1,272.86	872.86	400.00
UNM Health Sciences Center	218240661	11187	1,104.15	604.15	500.00
UNM Health Sciences Center	218815553	11187	32,495.90	30,995.90	1,500.00
UNM Health Sciences Center	219235496	11187	12,399.11	11,399.11	1,000.00
UNM Health Sciences Center	217582220	11188	6,292.30	3,292.30	3,000.00
UNM Health Sciences Center	217957190	11189	8,427.98	5,427.98	3,000.00
Living Cross Ambulance	77541	11190	1,112.95	712.95	400.00
Living Cross Ambulance	78161	11190	1,314.05	914.05	400.00
UNM Health Sciences Center	218892545	11190	2,104.00	483.92	1,620.08
Presbyterian Hospital	020265023-3006	11191	65,142.87	65,142.87	0.00
UNM Health Sciences Center	218414373	11192	2,645.50	2,645.50	0.00
TOTALS			200,869.33	179,171.08	21,698.25

B: 074 P: 837



VALENCIA COUNTY COMMISSION MEETING

Charles D. Eaton, Chair Alicia Aguilar, Co-Chair

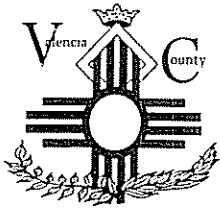
Mary J. Andersen Donald E. Holliday Lawrence R. Romero

P.O. Box 1119 * * * Los Lunas, New Mexico 87031

Provider	Provider Account	Indigent Number	Amount Billed	Amount Denied	Amount Paid
UNM Health Sciences Center	219858602	11193	1,468.00	1,468.00	0.00
Living Cross Ambulance	77880	11194	1,300.32	1,300.32	0.00
UNM Health Sciences Center	217955210	11195	207.00	207.00	0.00
UNM Health Sciences Center	218824605	11196	14,985.50	14,985.50	0.00
Lovelace Medical Center	P1300300761	11197	58,223.00	55,223.00	3,000.00
UNM Health Sciences Center	218416543	11198	1,027.00	1,027.00	0.00
Presbyterian Hospital	000485268-2325	11199	18,097.63	15,097.63	3,000.00
Living Cross Ambulance	79155	11200	1,217.94	817.94	400.00
Lovelace Medical Center	P1304000281	11200	3,139.00	721.97	2,417.03
Radiology Associates	11718310	11201	32.10	12.61	19.49
Albuquerque NM Physicians	AN200019163101	11202	3,357.00	2,828.67	528.33
UNM Medical Group	I18066435	11203	900.00	455.74	444.26
UNM Medical Group	I18018201	11203	680.00	357.84	322.16
UNM Medical Group	I18070516	11203	350.00	246.10	103.90
Radiology Associates	15257157	11204	28.00	2.07	25.93
Radiology Associates	15237045	11205	30.00	4.07	25.93
Presbyterian Medical Group	BL10082080450	11205	107.00	81.07	25.93
Superior Ambulance	13-01-0557	11206	457.32	57.32	400.00
UNM Health Sciences Center	218464816	11207	630.20	144.95	485.25
UNM Health Sciences Center	218724110	11207	6,624.30	4,109.55	2,514.75
TOTALS			112,861.31	99,148.35	13,712.96

B: 074 P: 838





Valencia County Indigent & Insurance

BARBARA A. BAKER, ADMINISTRATOR

Post Office Box 1119 • Los Lunas, New Mexico 87031

Phone : (505) 866-2020 • Fax: (505) 866-3366

Date: March 20, 2013

To: Valencia County Board of County Commissioners

From: Barbara A. Baker (BAP)

Subj: Ida May Ballegos - Indigent Appeal

Ida May Ballejos has requested an Indigent Appeal for the Indigent Denial of February 20, 2012 for her UNM Health Sciences Center bill. Ms. Ballejos was denied as she does have insurance, but there is a deductible. I would like to recommend approval of the balance of the UNM Health Sciences Center bill in the amount of \$500.00. Ms. Ballejos does qualify with all of the other requirements and has a **very low income**. If approved the amount being paid to UNM Health Sciences Center would be \$385.00.

Approved by the Board of County Commissioners at the regular meeting of March 20, 2013.

A handwritten signature in black ink, appearing to read "Charles D. Eaton".

Charles D. Eaton, ChairA handwritten signature in black ink, appearing to read "Alicia Aguilar".

Alicia Aguilar, Vice-ChairA handwritten signature in black ink, appearing to read "Mary J. Andersen".

Mary J. AndersenA handwritten signature in black ink, appearing to read "Donald E. Holmday".

Donald E. HolmdayA handwritten signature in black ink, appearing to read "Lawrence R. Romero".

Lawrence R. Romero

ATTESTED BY:

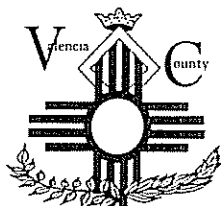
A handwritten signature in black ink, appearing to read "Peggy Carabajal".

Peggy Carabajal, Valencia County Clerk

B: 074 P: 840



EXHIBIT D



Valencia County Indigent & Insurance

BARBARA A. BAKER, ADMINISTRATOR

Post Office Box 1119 • Los Lunas, New Mexico 87031

Phone : (505) 866-2020 • Fax: (505) 866-3366

Date: March 20, 2013

To: Valencia County Board of County Commissioners

From: Barbara A. Baker' *BAB*

Subj: Sean Hedrick - Inmate Indigent Appeal

Bruce Swingle has requested an Indigent Appeal for the Indigent Denial of February 20, 2012 for Inmate Sean Hedrick for his UNM Medical Group and UNM Health Sciences Center bills. Mr. Hedrick was denied as the bills were received over the 90 day limit. I would like to recommend approval of the UNM Health Sciences Center bill in the amount of \$8,406.65 with \$3,000 being paid if approved. I would like to recommend approval of the two UNM Medical Center bills, the one in the amount of \$4,816.00 I would like to recommend approval of \$1,000.00 and the other in the amount of \$1,080.00 I would like to recommend approval of \$675.06. The total amount of all three bills is \$4,675.06.

Approved by the Board of County Commissioners at the regular meeting of March 20, 2013.

Charles D. Eaton
Charles D. Eaton, Chair

Alicia Aguilar
Alicia Aguilar, Vice-Chair

Mary J. Andersen
Mary J. Andersen

Donald E. Holliday
Donald E. Holliday

Lawrence R. Romero
Lawrence R. Romero

ATTESTED BY:

Peggy Carabajal
Peggy Carabajal, Valencia County Clerk

B: 074 P: 841

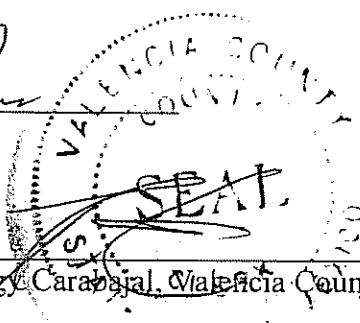


EXHIBIT E

Valencia County
Board of County Commissioners
Resolution 2013-15

A RESOLUTION

IMPLIMENTING A FEE SCHEDUAL FOR PRODUCING A SIGN FOR THE PURPOSE OF HOME ADDRESSING OR STREET IDENTIFICATION FOR THE GENERAL PUBLIC.

WHEREAS, The Board of County Commissioners met in a regularly scheduled meeting on Wednesday, 3-20 2013 at 8:20 am/pm in the Valencia County Commission Chambers, 444 Luna Ave., Los Lunas, NM 87031; and,

WHEREAS, Article 9 Section 14 the Constitution of the State of New Mexico, the anti-donation clause, holds in part that, "the state nor any county, school district or municipality" shall, "make any donation to or in aid of any person, association or public or private corporation...", and,

WHEREAS, the production of a sign and purchase of the materials necessary to produce said sign is an expense to the taxpayers of the County both financially and through the use of staff time to produce such signage; and,

WHEREAS, creating a sign is subject to actual expenses which include current materials cost, as well as the use of and diversion of personnel and equipment to complete such requests; and,

WHEREAS, home addressing signs are necessary for the efficient operation of emergency services and this Commission encourages all residences in the County to have clearly identifiable address signs for easy identification during emergencies; and,

WHEREAS, it is the intent of this Commission to help protect its citizens by making home address signs available to County residents on an at cost basis.

NOW THEREFORE, BE IT RESOLVED, by the Valencia County Board of County Commissioners, the following fee schedule is hereby enacted to offset the cost of generating a sign for the purpose of street identification or home addressing. For any person or entity requesting such for use and that such fees shall be paid in advance.


Materials Cost

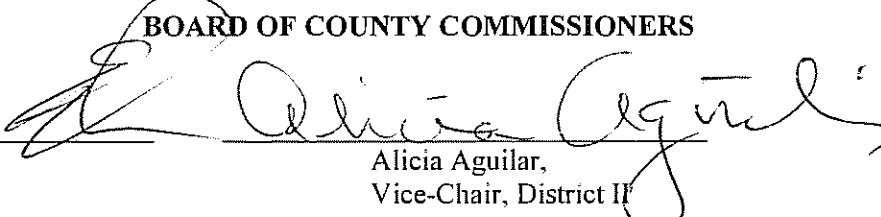
Plate Price


Size	Single Side	Character(s): 0.75 ea.
6" x 18".....	\$12.00	
6" x 24".....	\$14.00	
6" x 30".....	\$16.00	

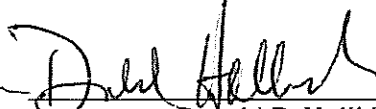
APPROVED, ADOPTED, AND PASSED on this 20th day of March, 2013.

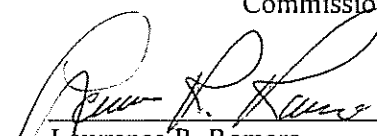
BOARD OF COUNTY COMMISSIONERS


Charles D. Eaton
Chairman, District IV

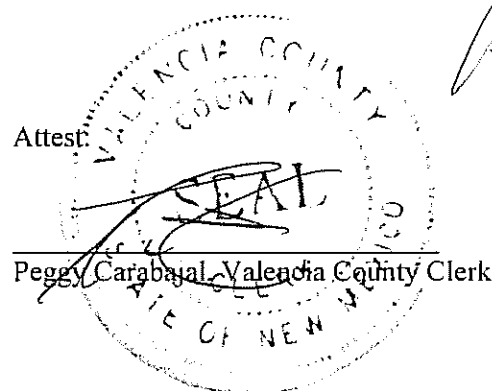

Alicia Aguilar,
Vice-Chair, District II


Mary J. Andersen
Commissioner, District I

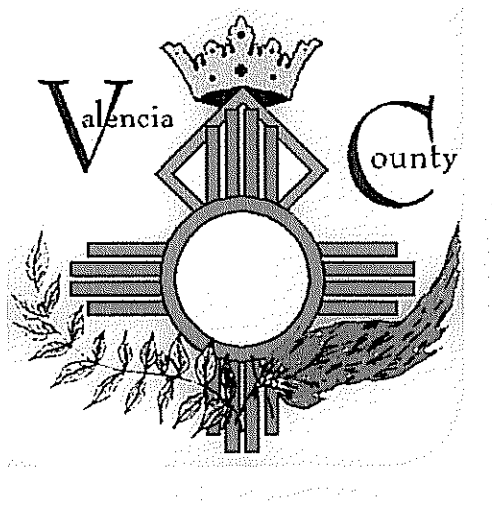

Donald E. Holliday
Commissioner, District V


Lawrence R. Romero
Commissioner, District III

Attest:



B: 074 P: 842

**Valencia County Older American Program
2013 Policy Manual**

O.A.P. Advisory Council

Lillie McNabb – Chairperson

Wayne Gallegos – Vice Chair

Linda F. Haverty – Del Rio Representative

Emily Carrillo – Administrative Assistant O.A.P.

Table of Contents

<u>Policy</u>	<u>Page(s)</u>
Program Code of Conduct	3-5
Disaster	6
Emergency Plan	6-7
Political	8
Congregate Participant Code of Conduct	9-11
Cleaning	12
Homebound Participant Code of Conduct	13
Grievance Procedure	14
Disenrollment	15
New Mapis Participant Enrollment	16
New Mapis	17
Congregate Policy	18-19
In-Home Policy	20
In-Home Participants	21-22
Homebound	23-25
Van Utilization	26
Van Maintenance	27
Cellular Phones	28
Program Income	28
Fund Raising	29
Solicitations	30
Handling Donations for Homebound Participants	30
Bingo	30

B: 074 P: 844



The Valencia County Older American Program must ensure each eligible participant has an opportunity to voluntarily, confidentially and free from pressure, contribute toward the cost of any service. An eligible participant may never be denied services because of a personal decision not to contribute.

VALENCIA COUNTY OLDER AMERICAN PROGRAM

PROGRAM CODE OF CONDUCT

All contractors of the NCNMEDD Area Agency on Aging are required to comply with this Code of Conduct Policy. The NCNMEDD AAA will include compliance of this in the assessment process utilized for programs. Program employees, volunteers, board members and other staff (program personnel) shall adhere to the Valencia County Policies.

It is the goal of Valencia County Older American Program staff to provide these seniors with facilities and services to assist them in living comfortable, enjoyable and full mature lifestyle in their individual homes and in the Valencia County Senior Centers.

We shall provide high quality, service-oriented assistance to our clients and to hire staff willing to carry out this goal. We have a commitment to work together to make a positive difference in the lives of these senior individuals and the communities we serve. We must always represent our county as being concerned for the well-being of our senior citizens. We must:

-Display honesty, integrity, and empathy in all our actions
-Have a courteous, friendly, positive attitude toward others
-Consider the priorities/wishes of our seniors when delivering services
-Maintain a regular schedule and arrive at the scheduled time



Code of Ethics

1. All staff will respect the privacy of each other, our senior participants and their families.
2. Information that staff may learn about each other, the senior participants, or their families, whether in person or from past or current records is to be kept confidential.
3. Maintain the highest standards of personal ethics and conduct at all times.
4. Ensure that unfair advantages of seniors or other persons within the program do not occur. **Includes:**
 -abuse, intentional or negligent infliction of physical pain, injury or mental anguish
 -neglect, the failure of a caregiver for provision of basic needs
 -exploitation, the improper and unauthorized use of funds, property or other resources for another's profit or advantage.
5. Shall not use their position to intimidate, coerce or threaten seniors into performing any act which the senior would not otherwise perform.
6. Shall not use privileged or confidential information for their or another's gain.
7. Will not engage directly or indirectly in a financial transaction for private gain as a result of information obtained through their position with the program.
8. Will not directly or indirectly accept compensation, gifts, loans, favors, gratuities, a future promise of future employment or anything of greater value than or service as it relates to their job in the program. (Gifts can be accepted during special holidays, but are not to be asked for and are not to exceed \$25.00.)

General Procedures:

Personal Safety Issues:

1. Staff will be aware of their surroundings at work and when entering the home of a client as these surroundings relate to their safety.
2. Staff will not enter a home, building, neighborhood or other environment which presents a threat of serious physical or emotional harm.
3. Staff will carry a minimum of personal articles with them into client homes and keep items in their possession while in the home or leave personal items in a vehicle.
4. If at any time staff personnel believe they are in danger or are being sexually or otherwise harassed, they will immediately notify the Program Administration.
(Appropriate action will be taken.)

B: 074 P: 846


Client Safety Issues:

1. Staff will be aware of anything in the physical surroundings of the client that poses a danger to the client.
2. We are required by state law to report any suspected abuse or neglect of a senior.
3. Staff will be aware of any changes in the physical or emotional state of a client. (These issues should be reported to the Program Administration.)

Drug Testing Policy:

Valencia County is committed to the goal of a drug-free work place in compliance with the Drug-Free Workplace Act of 1988 and with the 1994 Title 49*, Code of Federal Regulations, Part 382. (Drug and alcohol testing will be conducted for CDL drivers.)

- I. Employees will adhere to the Valencia County Drug Free Workplace Policy.

Affirmative Action Plan:

The Valencia County Older American Program affirmative action plan shall adhere to the Valencia County personnel policy regarding affirmative action.

Implementation Plan:

1. All employees will be trained on the code of conduct's requirements and the general expectations regarding appropriate behaviors. (This will be documented.)
2. Educate the public through workshops, presentations and written materials about the identification and prevention of adult abuse, neglect and exploitation.
3. Have a system or procedure for handling cases of suspected adult abuse, neglect and financial exploitation.
4. Inform seniors that financial exploitation will not be tolerated by persons within the Aging Network. (Post in large easy to read notices to caution seniors about exploitation and encourage them to report such problems to designated program staff person.)
5. Discipline a person who violates the program's code of conduct. (Allow an existing appeal process to remain in place within the already established manual or grievance procedures.)
6. Adhere to the Valencia County Personnel Policies and Procedures. (A copy is included.)

B: 074 P: 847



DISASTER PLAN

The purpose of this compliance plan is to summarize Valencia County Older American Program efforts to evaluate and prepare for any disasters. In the event of a disaster, the Valencia County Older American Program will implement the plan in conjunction with Valencia County, City of Belen, Village of Los Lunas, Village of Bosque Farms and Town of Peralta as necessary.

Procedures:

1. Access water and the necessary sanitary facilities.
2. Access medications/prescriptions at the local pharmacy.
3. Access to health care
 - a. A physician who will be willing to come to the center if needed.
 - b. A dentist who will be willing to come to the center if needed.
4. Determine other sources of heat if natural gas is not available.
5. Determine other sources of electricity if not available.
 - a. Obtain and maintain flashlights and batteries.
6. Access to a bank ATM machine if needed.
7. Access to paper cups, plates and eating utensils.
8. Access to hand operated can openers.

EMERGENCY PLAN

In time of emergencies, such as snow days, extreme rain, or other bad weather when vehicles cannot get through to home bound participants, the following will be implemented.

1. Notify Media Sources to announce that Senior Centers will not be open and homebound meals will not be delivered on days that the weather will not allow vans to operate.
2. Advise staff to listen to Media Sources when weather is unsafe for travel.
3. Notify Valencia County Emergency Management point of contact and Older American's Program Department head of emergency event.
4. Collaborate with Valencia County Emergency Management to secure emergency supplies and rations.
5. We will call clients scheduled for medical transport and inform them that we are unable to transport them due to weather and will transport them the next day if possible.

In emergencies where one center must close, we will transport participants to the nearest center. We will post notices at the centers informing others which center is open for seniors.

For homebound participants who live in areas where the roads get extremely muddy and the van cannot pass through, we will deliver extra shelf staple meals.

1. Deliver additional meal(s) to each homebound client at the onset of cold weather setting in. This will be the responsibility of the van drivers.
2. Give each homebound client instructions on how to prepare and care for additional meal(s).
3. In case inclement weather lasts longer than anticipated, we will attempt to deliver a meal to those homebound that are the frailest elderly. We will use any four-wheel drive vehicle available to assist with this type of delivery; it will be the responsibility of the administrative staff to coordinate with the County and City Emergency Personnel.

B: 074 P: 849



POLITICAL POLICY

The Valencia County Older American Program will provide equitable time to all candidates who make requests to address the seniors. The Director or the appointed designee (Site Manager) will be responsible for enforcement of the following policies. This includes approval of political activity prior to the scheduled event.

1. All agency representatives, including employees, board members, and advisory council members are prohibited from engaging in political activities with the senior citizens at a senior center. Such as:

- (a) Do not display endorsement of any individual candidate.
- (b) Do not display support of any individual candidate.
- (c) Do not display promotion of any individual candidate.

2. Time Frame Allotted:

- (a) No presentations will be done during the lunch period.
- (b) Presentation shall not exceed fifteen (15) minutes; which includes questions and answers.

3. Types of Presentations:

- (a) One to one process
- (b) Group process
- (c) Forums (sponsored by Older American Program)

4. Donations to the Senior Program:

Candidates are allowed to make donations but are required to notify the Program prior to the contribution/donation being made.

5. Distribution of Political Candidates Material:

Prior arrangements are to be made before distribution of the material.

6. Non Partisan shall adhere to the above rules.

B: 074 P: 850



CONGREGATE PARTICIPANTS

CODE OF CONDUCT

The Valencia County Older American Program will administer the activities at the Valencia County Senior Centers as well as the use of transportation vehicles established under the Code of Conduct policies as set forth by the Valencia County board of Commissioners. These policies are established to provide a safe and orderly environment for the senior services participants. Senior Services will focus whatever means it has at its disposal to deal with substance abuse, harassment and weapons at the Senior Centers, in vans, and in the participant's home in order to assure and protect the safety and security of its elderly participants.

Activities may be held in the Senior Centers during the regular center hours or as specifically schedule with prior permission.

1. Senior Center Hours:

- (a) Belen Senior Center 9:00 am to 3:30 pm
- (b) Del Rio Senior Center 9:00 am to 3:30 pm
- (c) Los Lunas Senior Center 8:00 am to 2:00 pm
- (d) Bosque Farms Community Center....11:00 am to 1:00 pm
- (e) Meadow Lake Senior Center 9:00 am to 2:30 pm

2. Center participants, monitored by staff, are responsible for clean up after the activity.

Nutrition (Meals):

- 1. Contributions are strictly voluntary.
- 2. Do not touch food on serving line.
- 3. Food is not to be carried out.
- 4. Cleanliness is a must.
- 5. Courtesy always.
- 6. Abuse in any form will not be tolerated.

Smoking:

No smoking in the building at any time.

Alcohol:

1. The presence and/or consumption of alcoholic beverages will not be allowed in any Senior Center or in any van.

(a) Abusive use of alcohol will not be tolerated and any person violating this policy will be asked to leave the premises immediately by the Site Manager.

- 1. If the Site Manager encounters resistance, the police department will be called to escort the individual off the premises.
- 2. Under no circumstance should staff or any other person attempt to physically or verbally restrain the violator.



3. The violator will be notified, in writing of the consequence of his/her action as it relates to the violation.

(b) The staff person in charge must immediately communicate and document the situation to the director or the next person in the chain of command.

Weapons (Violent Actions):

A weapon of any sort is not allowed in the Program Senior Centers. Possession of a weapon includes firearms and other objects that according to New Mexico Law fit the description of a deadly weapon. A full description of this law will be provided, upon request.

1. Anyone suspecting the presence of /or seeing a weapon shall notify the staff person in charge immediately.

(a) At the discretion of the Site Manager the Police Department will be called.

(b) Under no circumstances will the Site Manager make any attempt to remove the perpetrator.

2. When violent action perpetrated between participants, guests or any staff member, either in a physical encounter or verbal exchange, may constitute a fight, the Site Manager may attempt to verbally stop the violence. Under no circumstances should the staff person attempt to physically separate the belligerents.

(a) If resistance is encountered, the Site Manager will call the Police Department to escort the individuals out.

(b) If a suspension is ultimately justified, the person causing the problem will be sent a letter by registered mail. This letter will be signed by the Site Manager and the Program Director.

Harassment:

Harassment in any form will not be tolerated by telephone.

1. Under no circumstance will the staff person argue with the abusive caller or respond to the caller in a rude manner.

(a) Staff persons or volunteers who receive harassing telephone calls will be instructed to inform the person to call back when the caller has calmed down

(b) Oral abusive behavior will be documented and reported to the Program Director.

2. Abusive, obscene, threatening, harassing, insulting or suggestive language. This includes hate speech or epithets, (e.g. racial, ethnic, sexist, homophobic, religious slurs, and politic slurs.

(a) Person violating this harassment policy will be asked to leave.

(b) If written harassment is received the document shall be given to the Program Director.

B: 074 P: 852



3. If a suspension is ultimately justified, the person causing the problem will be sent a letter via registered mail, which will be signed by the Site Manager and the Program Director.

Stealing or Destruction of Property:

Any participant caught stealing or intentionally destroying property will be subject to suspension or removal from the property.

1. No abusing or destroying of property will be tolerated.
2. If suspicion of theft occurs, it shall be reported by the Program Director to the police.

Personal hygiene:

Offensive hygiene including: inappropriate, inadequate and infected clothing or personal effect or unpleasant body odor is offensive to other senior participants; the Site Manager will counsel the participant.

1. While counseling the individual, the Site Manager will try to discover why the participant is having difficulty maintaining good personal cleanliness. The lack of neatness cleanliness may, in fact, be a symptom of something being seriously wrong.
2. If the problem cannot be corrected, the participant may need to be suspended from participation at the senior center and/or vehicles. In-home services will be provided as deemed necessary.
3. Document findings and recommendations to the Program Director.

Administrative Procedures:

If the Program Director has reasonable cause to believe that a participant has violated a provision or provisions of the Program Code of Conduct, the Director will take steps as follows:

1. Due Process Procedures:
 - (a) The Director will meet with the participant in an attempt to informally resolve the issue.
 - (b) If a mutually agreeable resolution cannot be reached informally, The Director shall send written notice to the participant of intended disciplinary action. (Notice will be translated into the appropriate language, if necessary.)
 - (c) The written notice will specify the nature of the disciplinary action proposed by the Program Director.
 - (d) The notice will state the reason such an action is deemed necessary and the participant's rights in the appeal process (if the participant wishes to contest the proposed action.)
2. The appeal and hearing process is outlined in the Senior Citizen-Grievance Procedure. (page 14).

B: 074 P: 853



CLEANING POLICY

The Valencia County Older American Program will provide a clean and safe environment for participants.

Kitchen:

1. All dishes, pots, pans, and utensils are cleaned and stored properly after each use.
2. Sinks are cleaned after use.
3. Work counters are cleaned after each use.
4. Can opener is cleaned after each use.
5. Steam table is cleaned after each use.
6. Tray return window and surrounding area is cleaned after each use.
7. Bathroom is cleaned daily or as needed.
8. Floors are swept daily or as needed.
9. Floors are mopped daily or as needed.
10. Clean ice machine exterior daily.
11. Clean stoves, ovens, mixers, and slicers after each use.
12. Empty all trash daily or as needed.

Dining Room:

1. Wash and sanitize tables daily or as needed.
2. Sweep floor daily or as needed.
3. Mop and sanitize floor daily or as needed.
4. Clean and sanitize coffee area daily or as needed.
5. Empty all trash daily or as needed.

General Cleaning of center:

1. Vacuum as needed.
2. Empty all trash daily or as needed.
3. Clean and sanitize bathrooms daily or as needed.
4. Sweep and mop floors daily or as need.

B : 074 P : 854



HOMEBOUND PARTICIPANTS

CODE OF CONDUCT

The Valencia County Older American Program will administer all in-home services. This Code of Conduct lists those policies established to provide a safe and orderly environment for senior participants and the service provider.

Participant Policy:

1. Staff must be courteous to staff member while in the home.
2. Recipient of service will not allow harassment in any form.
3. Violent actions by recipient of services will not be tolerated.
4. Family and friends must adhere to these policies.

Failure to comply with any policy can result in suspension or termination of services.

Due Process:

1. When the Program Director has reasonable cause to believe that a Participant has violated a provision or provisions of the Code of Conduct, the Director shall meet with the participant in an attempt to informally resolve the issue.
2. In the event a mutual agreement cannot be made, the Program Director will send a written notice to the participant of the intended disciplinary action. (Written notice will be translated into appropriate language.)
3. The written notice shall specify the violation and the disciplinary action taken and the participant's right to appeal.
4. The participant shall have 10 days from the date of the receipt of the written notice to request a hearing to appeal the disciplinary decision through the Grievance Committee.
5. The Grievance Committee will review the documentation and interview the participant at the nearest senior center, if possible, or in the home if necessary.

B: 074 P: 855



SENIOR CITIZEN – GRIEVANCE PROCEDURE

Any senior citizen that is dissatisfied with or denied services in Valencia County should follow procedures outlined as follows. Failure to follow these procedures will cause the complaint/grievance to be rejected without consideration.

1. Present original complaint or grievance in writing to the responsible staff member within five (5) days of the occurrence. (Site Manager first, then Program Director, etc.)
2. The respective individual will make every effort to resolve the situation within fourteen days of complaint/grievance.
3. If the participant is not satisfied with the results, a written report of the complaint/grievance should be submitted to the Advisory Council with a copy forwarded to the County Manager.
4. The local Advisory Council will have fourteen days to make every attempt to resolve the complaint /grievance.
5. If all of the aforementioned procedures have proven unsuccessful, the Area Agency on Aging will attempt to resolve the complaint/grievance within seven days of notification by the local Advisory Council. Area Agency on Aging physical location: 3900 Paseo del Sol Santa Fe, NM 87507 mailing address P.O. Box 5115 Santa Fe, NM 87502.
6. The Area Agency on Aging will submit the final determination to the participant. If needed, assistance of the PSA 2 Advisory Council and State Agency on Aging will be requested to arrive at a final decision.
7. The grievance committee will consist of five (5) members, with one (1) advisory council member from each senior center, where the problem did not occur. The Vice chair will be a member and chair the grievance.

B: 074 P: 856



DISENROLLMENT POLICY

Failure to comply with any of the posted Code of Conduct policies may result in a participant's disenrollment from the programs and services offered by the Valencia County Older American Program. Specific reasons for disenrollment are listed in the program's codes of conduct. Participant can be dis-enrolled if funding becomes unavailable.

General Guidelines:

1. Any possible disenrollment referrals shall be given to the Program Director by appropriate staff after all attempts to resolve at their level has failed.
2. After the Program Director has received referral of reasonable cause to believe that a participant has violated a provision or provisions of the Congregate Code of Conduct or In-Home Code of Conduct, the director shall meet with participant in an attempt to informally resolve the issue.
3. In the event a mutual agreement cannot be made, the Program Director will send a written notice to the participant of the intended disenrollment.
4. Written notice will be translated into appropriate language. (a) The written notice shall specify the violation and the participant's right to appeal.
5. The participant shall have five (5) days from the date of the receipt of the written notice to request a hearing to appeal through the Grievance Committee.
 - (a) The Grievance Committee will review the documentation and interview the participant and the Program Director.
 - (b) Thirty (30) days after final decision to dis-enroll is rendered, participant will be deactivated from New Mapis.
6. A person who is dis-enrolled may apply for consideration for reenrollment.
7. The current Grievance Committee will conduct the reconsideration.
 - (a) The participant will be encouraged to participate in other program services.

In-Home Services:

In-home services can be discontinued if participant obtains other resources.



NEW MAPIS PARTICIPANT ENROLLMENT POLICY

To define the method of tracking the number of eligible participants receiving services through the Valencia County Older American Program

Data will be collected by all programs in PSA II utilizing the Client Registration Form, the Nutritional Assessment Form, Activity of Daily Living (ADL), and Instrument Activities of Daily Living (IADL) Form.

Procedures:

1. Assessment forms must be ready for staff to complete on each participant.
2. One qualified employee/volunteer must work one on one with the client in completing the forms.
3. Make copies of all of the forms and mail originals to Non Metro Area Agency in Taos, NM.
4. Clients must sign daily logs for each serviced received.
5. At the end of the month when all rosters have been tabulated, the roster must then be submitted to the Programs Harmony on Aging Coordinator to enter the data into Harmony on Aging.
6. This cycle must be completed for each client receiving services.

B: 074 P: 858



NEW MAPIS

Reconciling Policy:

Each month all hard copies and all data entered into the HOA program must be reconciled to ensure that correct numbers are being reported. The HOA Coordinator will enter all data into HOA from the hard copies, and then print out this data.

Procedure:

1. Data is entered in Harmony on Aging.
2. Print Summary report
3. Reconcile with raw data. Raw data includes daily sign-in sheets, rosters, home delivered meals route sheets, transportation logs sheets, etc.
4. Reconciliation must be done on a monthly basis.
5. Reconcile to eligible meals.
6. If data does not reconcile do the following
7. Verify mathematical accuracy of raw data.
8. Verify accuracy of data entered into Harmony on Aging roster.
9. Compare raw data to data entered into Harmony on Aging.
10. Input corrections.

Client Record Policy

All clients who are entered in the aggregate and are receiving meals on a regular basis must be transitioned to registered client status. Regular basis is defined as a client receiving services on a monthly basis.

All Congregate clients will be reregistered yearly.

All homebound clients will be reassessed bi-annually.

B: 074 P: 859



CONGREGATE POLICY

Eligibility:

1. Participants must be 60 years of age or older. (However, an individual's spouse can participate regardless of age.)
2. Any individual with disabilities who resides in the home of an eligible senior, regardless of age. (The local service provider will determine an individual's disability status. Once a disabled individual becomes eligible, they will be allowed to participate in the meals program under the same guidelines and rights as other participants.)
3. Register eligible participant each fiscal year (July through June) by obtaining the following information:
 - (a) Name
 - (b) Address
 - (c) Age
 - (d) Ethnicity
 - (e) Date
 - (f) Person to notify in case of emergency
 - (g) Medications — health condition
 - (h) Other pertinent information (update changes as necessary)
4. All participants, including blind and/or disabled individuals will be served in accordance with the Rehabilitation Act, Section 504. (These persons and those with limited mobility will have special provisions as necessary —i.e. sturdy chairs, adequate moving space for crutches, walkers or wheelchairs.)

Policies:

Are to provide eligible individuals with improved health through nutritionally sound meals that meet the one-third Recommended Daily Allowance and to combat isolation.

Meals:

1. Provide hot or appropriate meals at least once a day, five days per week.
2. Tables and chairs will be available for all participants and will be sturdy and appropriate for older persons.
3. Individuals under the age of 60 providing volunteer services during the lunch hour will be eligible for a meal if:
 - (a) It will not affect the meals served to eligible participants.
 - (b) Elderly participant's environment and safety is not threatened.
 - (c) All health and sanitation procedures are followed.

B: 074 P: 860



4. Staff, guests and volunteers under age 60, ineligible for services, may not consume a meal when it will deny eligible persons an opportunity to receive a meal. (If ineligible for services, the full cost of the meal is to be paid as determined by meal cost worksheet.)

Facilities:

1. Comply with all applicable federal, state, and local health, fire, safety, building, zoning and sanitation laws, ordinances or codes.
2. Maintain procedures that will assure the facility is clean, safe and comfortable.
3. The congregate site shall have a basic first aid kit on the premises at all times.
4. A fire extinguisher will be on the premises at all times with a current inspection tag.
5. Carry out an on-site physical evacuation plan at least bi-annually.

Posted notices, Signs, Information

1. All sites must post in conspicuous locations notices to include:
 - (d) The rights of eligible person to equal opportunity and access to services.
 - (e) Posted grievance procedures for participants.
 - (f) An evacuation plan.
 - (g) Non-smoking signs, indicating that smoking is not permitted inside any Valencia County Building.
 - (h) Notice that only trained staff or volunteer meal delivery persons may carry out meals to meals sites.
 - (i) Code of Conduct
 - (j) Fund Raising Policy
 - (k) Full cost of meals to be recovered from ineligible individuals (l) Policy for serving meals to guests or staff ineligible for meals. (m) Amount of contributions for participants and how the contribution is used.

Records and Reports

1. Daily logs and other such records shall be maintained for the services provided.
2. Submit to the Non Metro Area Agency on Aging timely, complete and accurate reports on such forms containing such information as may be necessary to enable determination of compliance with the Older American Act, federal regulations, Area Agency on Aging policies and State Agency policies and procedures.
3. Scheduled programs are required to conduct and document monthly site inspections of kitchens.

B: 074 P: 861



IN –HOME POLICY

Contractors with the Valencia County Older American Program, who provide in-home supportive services, must comply with the following guidelines that promote the rights of each older individual who receives such services. Older individuals will be educated as to their rights. In-home individuals will have a signed "Client's Rights" on file. (This should include employee's signature and date.)

Individual's Personal Rights:

1. The right to confidentiality of records relating to the individual.
2. The right to be treated with respect and dignity.
3. The right to be cared about in an atmosphere of sincere interest and concern in which needed support and services are provided.
4. The right to be encouraged and supported in maintaining one's independence to the extent that conditions and circumstances permit, and to be involved in program of services designed to promote personal independence.

Individual's Participation Rights:

1. The right to participate in the program in the development of one's service plan for care involved to the extent possible in program planning and operation.
2. The right to be fully informed in advance about each in-home service provided and about any change in such service that may affect the well being of the individual.
3. The right to voice a grievance with respect to such services that is or fails to be provided without discrimination or reprisal as a result of voicing such grievance.

Standards for Contractor:

Contractors will develop guidelines that include the process utilized for the provision of services to include:

1. Letters of agreement detailing the responsibilities between client and person providing the service.
2. Needs assessment explaining the client "mobility, health status (disabilities), services being provided, services requested, special needs, etc.
3. Utilize some form of identification prior to entering a client's home.
4. Carefully screen individuals/agencies that will provide in-home supportive services. Doing a criminal background check when necessary.
5. Develop an ongoing training plan for staff providing in-home and other supportive services.

B: 074 P: 862



IN-HOME PARTICIPANTS

To define the method of tracking the number of eligible participants receiving or needing services through the Valencia County Older American Program.

Enrollment Procedures:

1. At the time a referral is received for in-home services, a qualified staff member will determine the availability of providing service.
2. After determining the availability of service, applicant will be notified whether services are available at the time.
 - (a) If services are not available, applicant will be notified they have been placed on the waiting list and suggest possible alternatives.
 - (b) Applicant will be notified when service becomes available.
3. An in-home Needs Assessment will be scheduled within 10 days by a qualified staff member.
4. An Activities of Daily Living (ADL) and Instrumental Activities of Daily Living (IADL) assessment will be completed for clients requesting in-home services of any type.
5. Bi-annually or sooner if necessary a reassessment for in-home services will be completed to determine continuation of service.
6. The determination to continue services will be based on the reassessment or by observation of the staff person providing the service.
7. An in-home service will be discontinued if the client no longer meets the in-home eligibility criteria.
8. If services are denied, a second opinion may be requested within 10 days.

Waiting list Policy For Home Delivered Meals Program:

It is the goal and mission of the Valencia County Older American Program to address the needs of the senior citizens in Valencia County. This is accomplished through local, State and federally funded programs.

A Client Waiting List is established to place people on home delivered meals. The client Waiting List will be maintained by the Assessment Coordinator. The Waiting List will be managed as follows:

1. An assessment will be made by a qualified staff member within 10 days of the inquiry to determine the situation and risk factors of the senior requesting the service.
2. Based on the assessment, a rating will be given to the individual and used to determine their placement on the Client Waiting List.

B: 074 P: 863



3. The client will be informed that they are on a waiting list for services and when they may receive the service.
4. A referral will be made to other service agencies as needed. All referrals will be documented on the waiting list file.
5. Determination will also be based on which driver is not over capacity on their route.

Rating criteria for individuals on Waiting Lists are as follows:

HIGH RISK: (Top of list any or all of these factors will place an individual at the front of the waiting list.

1. The individual requesting the service cannot perform one (1) or more of the required activities of daily living.
2. Individual has been diagnosed with advance dementia or Alzheimer's related disorder.
3. The individual lives alone and has no other support system.
- 4 The individual, for other reasons than those listed above, is at immediate risk of being institutionalized.

MODERATE RISK:

1. Individual cannot perform three (30 or more of the required activities of daily living.
2. Individual lives alone but does have a support system of friends and family.
3. The individual is requesting service on a temporary basis due to health reasons.

LOW RISK:

1. The individual can perform three or more of the activities of daily living, but not as efficiently as they use to.
2. The individual has a good "family and friend" support system and does not live alone.
3. The individual needs temporary service.

B: 074 P: 864


HOMEBOUND POLICY

Eligibility:

1. Participants must be 60 years of age or older. (However, an individual's spouse can participant regardless of age.)
2. Any individual with disabilities who resides at home with an eligible senior regardless of age. (The local service provider will determine an individual's disability status. Once a disabled individual becomes eligible, they will be allowed to participate in the meals program under the same guidelines and rights as other participants.)
3. The director or designated staff person must document and conduct intakes on all homebound participants.
 - (a) A needs assessment must be done.
 - (b) The assessment must state reason for eligibility and have the client's rights on file.
 - (c) If referred by a physician or an agency, a statement must be on file stating the reason.
 - (d) Participant must be unable to attend the Meal Site.
 - (e) The participants file must indicate whether the condition is temporary or permanent.
 - (f) Special consideration should be given to the frail and those with the greatest economic need.
 - (g) Report of suspect cases of abuse, neglect and exploitation will be made within 24 hours of awareness to the New Mexico department of Human Services.
 - (h) Individuals must not receive home-delivered meals for more than 10 days without a needs assessment.
 - (i) Participants file must be reviewed at least every six months.
 - (j) Director has the authority to make final decision based on a needs assessment and outreach visit. Exception: Individuals diagnosed with dementia or a mental condition.

Policies:

Nutrition education will be provided and documented through materials sent to the home, visit, or a telephone contact on a quartly basis for 15 minutes minimum. Providers have developed procedure for providing other supportive service for the participants to prevent isolation. Instructions for proper storage and reheating are provided monthly.

Drivers:

1. Persons delivering meals must be trained utilizing the "Handbook for Delivering meals." This must be documented.
2. Any employee, volunteer or a designated individual of the program must deliver all home delivered meals. Name tags must be utilized.
3. No "take outs" are allowed.
4. The delivery driver will report immediately to designate person significant changes in the participant's physical or mental condition or environment.
5. Volunteers are not authorized to drive program vehicles.
6. The provider will investigate and carry out appropriate action by the first working day after awareness of any changes in their physical or mental condition or environment.
7. The driver will record daily delivery of each meal to each participant.
 - (a) The temperature of the first and last meal delivered.
 - (b) The total delivery time.
 - (c) The condition of the meal.
8. A written alternate plan must be in place for provision of meals in emergency situations, such as bad weather.

Meals:

1. The meal is to be given directly to the participant unless permission is granted to enter the home and conveniently place the meal with direction from the participant or an authorized caregiver.
2. A participant must receive written instructions for proper storage and heating of foods which are not consumed immediately. This must be done as soon as participants begin receiving meals.
3. The participants must be given the opportunity to contribute towards the service voluntarily and free from pressure.
4. The participant must be assured confidentiality with their contributions.
5. Meals will be packed and sealed to provide easy access for the participants while minimizing food spills and damage.
6. Meal carriers will be cleaned and sanitized daily. If not sanitized, they must have a sanitized liner.
7. Meal carriers used to transport trays or container of hot or cold foods will be enclosed and equipped with insulation.

B: 074 P: 866



Hot Foods:

1. Hot storage of potentially hazardous foods will be such that foods are held until delivered at 140 degrees Fahrenheit or above except during necessary period of preparation.
2. Holding time for hot food will not exceed two hours from the time when the food is taken from the equipment in which cooking or reheating is completed until it is delivered.
3. Supplies and carriers will be used that assure that hot foods are packaged and transported in separate carriers from cold foods.
4. Hot foods will be sent out in aluminum or reusable trays. Styrofoam does not maintain the correct temperature, but may be used for cold entrée items.
5. If participant is unable to open aluminum or reusable trays driver will open them.

Cold Foods:

1. Refrigeration of potentially hazardous food will be such that foods are pre-chilled in less than four hours and held at 40 degrees Fahrenheit or below during the transport: fruit or vegetable salads that do not contain potentially hazardous food will be pre-chilled.
2. When frozen or chilled meats are begin provided, the provider and the participants must be able to provide safe conditions for storing, thawing and reheating.

Safety:

1. Drivers or designated staff will report any unsafe condition to program administration.

B: 074 P: 867



VAN UTILIZATION POLICY

It is the policy of the Valencia County Older American Program and the Advisory Council that PSA II providers must utilize program van, purchased with federal, state, or other matching funds, at all times for the purpose for which they were intended. Priority must be given for provision of services to eligible participants, our Senior Citizens.

Driver and Staff Procedures:

1. No staff/non-senior shall use vans for personal use.
2. Any employee seen using the county vehicle for personal use will be subject to immediate disciplinary action. No family member or other person under the age of 60, not authorized by the administrative office, will ride in any county vehicle at any time.
3. Courtesy to the Senior Citizens is of the utmost importance and is stressed at all times.
4. Drivers will assist Senior Citizens during boarding and un-boarding program vehicles.
5. Drivers will assist Senior Citizens from their house or apartment to the van and back when such help appears necessary.
6. Handicap van will be used for disabled participants who require its use. These vans will be used for non-disabled participants also and to transport homebound meals.
7. Out of state utilization: For out-of-state trips, vans or buses shall be rented. Cost shall be divided and paid by passengers.

Safety:

All incidents/accidents must be reported to the police, the Transportation Supervisor, the Safety Office, and Risk Management personal as well as the respective supervisor.

Other Rules or Regulations:

1. To schedule van use, Senior Citizens need to call 24 hours prior to the date of needing transportation.
2. Smoking will not be allowed by anyone in the County vehicles at any time.
3. Non-food items pertaining to livestock, pets, and all other animals are not to be transported in program vehicles.
4. No packages or items over 20 pounds will be transported in program vehicles.
5. No vans will be used to transport participants to any gambling establishment.
6. No van will be used to transport participants to any liquor establishment, (with the exception of a restaurant which may serve liquor.)

B: 074 P: 868



VAN MAINTENANCE POLICY

Each driver is assigned a vehicle for the purpose of transporting Senior Citizens to and from the senior center, medical appointments, and shopping trips and for delivering homebound meals. It is their responsibility to ensure that the vehicles are in safe operating condition.

Operation:

1. Every day, each driver will complete a pre-trip inspection of the assigned vehicle.
2. Each and every time a driver uses a vehicle other than the one assigned, that un-assigned driver is responsible for completing a pre-trip inspection.
 - (a) Each pre-trip inspection will include:
 - ... Check all fluids
 - ... Tire inflation and wear
 - ... Lights working properly
 - ... Brakes
 - ... Cleanliness of vehicle
 - ... Assure vehicle is in safe running condition
 - (b) Each driver will be responsible for informing the transportation supervisor of any needed repairs.
 - (c) Each driver is responsible for keeping the assigned vehicle clean and clutter free. To make arrangements to clean vehicle, notify program administration.
 - (d) Vehicle maintenance shall be in accordance with County policy and procedures.

Record Keeping:

1. The following applies should a driver be involved in an automobile accident:
 - (a) Notify Immediately:
 - ... Police
 - ... Transportation supervisor who notifies the director
 - ... Use Notification of accident form to gather all needed information
2. Program administration will keep all records pertaining to individual vehicles which includes:
 - (a) Pre-trip inspections
 - (b) Maintenance history
 - (c) All parts purchased for each vehicle

B: 074 P: 869



CELLULAR PHONE POLICY

Van drivers may be assigned a cellular phone for use while working. This phone is to be used for services pertaining to job related duties only (example: calling a senior for directions to their home).

1. The Program will pay for the calls pertaining to the Program. No personal calls are to be made from these phones.
2. If the phone becomes damaged, please bring it to your supervisor's attention immediately.
3. Cellular phones are not to be used while vehicle is in motion.

PROGRAM INCOME

HISTORY

All funds administrated by the Valencia County Older American Program are derived as follows: Federal, State, and County funds are a set amount each year and cannot be changed.

Program Income Contributions from seniors and other sources vary from year to year depending on senior participants and must be estimated from prior years.

Policy on Program Income:

Each Center's Site Manager and Advisory Council Member will be knowledgeable and able to educate seniors and staff as to where program income is derived and how it is expended. (This policy can be verbally translated into appropriate language upon request.)

1. The Site Manager and Advisory Council member, in a particular center, will at all times ensure their center adheres to the Valencia County Older American Program. They will educate their senior participants and staff as to where funds are expended.
2. The Site Manager will educate new Advisory Council members and staff.
3. The Site Manager will also ensure that a poster (explaining program income) is posted in a prominent place at the center at all times.

B: 074 P: 870



FUND RAISING

Programs conducting fund raising activities (Bingo, ceramic sales, gift shop sales, etc.) which utilize program resources including the use of facilities, equipment, and staff, must recognize these funds as program income. Program Income must be budgeted and expended in the same fiscal year in which it was earned. All funds derived from fund-raiser activities are to benefit seniors. Responsibility for center fund raising will be with the Site Manger.

1. All monies derived from the Center fund raising will go back into the center's programs for the benefit of all the seniors.
2. A fair amount of funds derived through each fund raiser must be allocated to the Valencia County Older American Program based on the following percentages submitted to the Area Agency on Aging for utility expense. (This will overs the actual cost of utilities for 3 centers.)

... Bosque Farms Center	no charge
... Los Lunas Center	no charge
... Belen Center	10 %
... Del Rio Center	10%
... Meadow Lake Center	10%
2. Each center is allowed to have a flea market monthly. There will be a charge of \$5.00 per table which will be deposited into the activity fund.

Record Keeping:

All center funds will be deposited at the Valencia County Treasures Office by the Program Administration and will be disbursed through Purchase Orders.

1. Deposit
 - (a) A ledger sheet must be kept for each fundraiser showing what monies were raised.
 - (b) All monies with a copy of the ledger are turned into the Program Administration for deposit.
 - (c) Program Administration will deposit all monies into each center's individual account on the day the money is received.
 - (d) Each meal site manager keeps a ledger for each month and submits copies of this ledger to the Program Administration with monthly reports.
 - (e) Site Managers are responsible for seeing this policy is complied with.
2. The Valencia County Older American Program and independent auditors will conduct an external audit after each fiscal year, in July or August.

B: 074 P: 871



Solicitations

Solicitations by any person, agency or company for private gain are prohibited. Center managers have a responsibility to avoid providing a captive audience for unauthorized solicitors.

HANDLING DONATIONS FROM HOMEBOUND PARTICIPANT

All donations for homebound meals are voluntary and are not to be asked for by any staff member. Each driver will be responsible for donations received from the participants on his/her designated route.

1. All donations will be placed in a locked box.
2. At the end of the day Program Administration will open each envelope and receipt the money.
3. All money will be deposited at the Valencia County Treasures office by Program Administration.

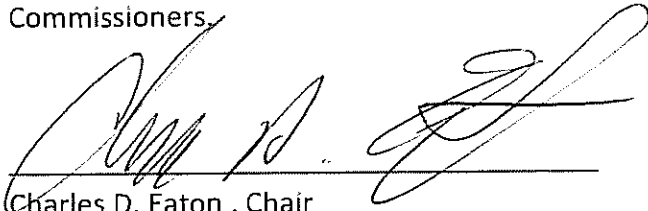
Bingo Policy:


1. "Donations" will no longer be solicited and used to compensate the Bingo Callers;
2. Bingo Callers will call bingo on a strictly volunteer basis;
3. If donations are volunteered (offered without solicitation or coercion), the donations will be placed in an activity fund, managed by the Site Manager, that will benefit the Center's recreational and/or nutritional activities;
4. Volunteered donations, not to exceed ten cents per game, can be collected to purchase refreshments and for no other purpose;
5. Bingo card distributors or collectors will also do this on a strictly volunteer basis and shall not accept tips or any other monetary payment;
6. Schedules will be developed for all volunteer Bingo Callers so that each one has an equal opportunity to participate in the activity;
7. Site Managers or their designated OAP staff shall be present during the time that bingo is taking place, however if staff is not available, bingo will be cancelled for that day.
8. Any violation of the mandate, disruptive behavior, and/or conflict with the Centers' staff over this activity will result in an automatic suspension of the Bingo activity at the applicable Center;

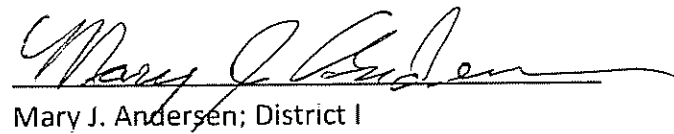
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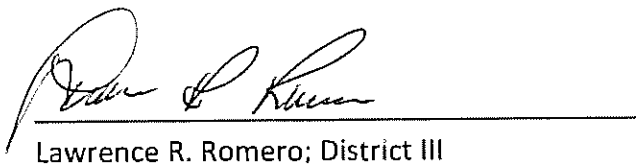


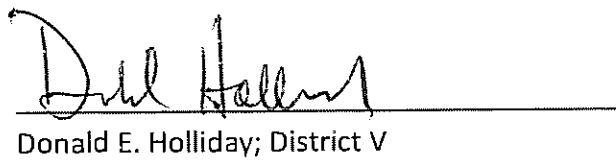
Approved at the regular Business Meeting of March 20, 2013 by the Board of County Commissioners.

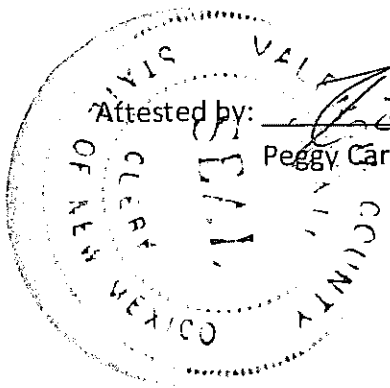
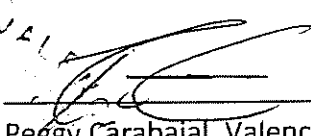

Charles D. Eaton, Chair


Alicia Aguilar, Vice-Chair


Mary J. Andersen; District I


Lawrence R. Romero; District III


Donald E. Holliday; District V


Attested by: 
Peggy Carabajal, Valencia County Clerk

B: 074 P: 873



**VALENCIA COUNTY
BOARD OF COUNTY COMMISSIONERS
ACCOUNTS PAYABLE AUTHORIZATION**

The attached computer printout lists all the checks issued by the Manager's Office on March 8, 2013 covering vendor bills processed on the above date.
Check # 117590 to check # 117656 inclusive, for the total of \$646,784.26.

All have been reviewed for:

1. Appropriate documentation and approvals.
2. Authorized budget appropriations.
3. Compliance with New Mexico Statutes, and
4. DFA Rules and Regulations.

In recognition of the above, the Fiscal Office requests this action be officially recorded in the minutes of the regular county commission meeting before which body this matter came.

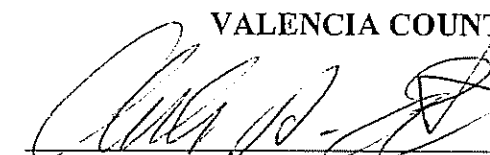
Recommended:



Nick Telles-Finance Director

Done this 20th day of March, 2013.

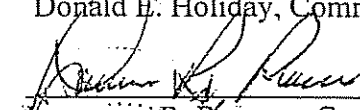
VALENCIA COUNTY BOARD OF COMMISSIONERS



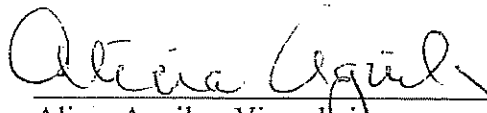
Charles Eaton, Chair



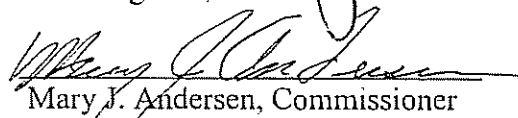
Donald E. Holiday, Commissioner



Lawrence R. Romero, Commissioner

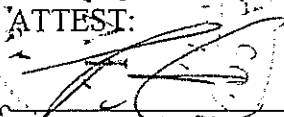


Alicia Aguilar, Vice-chair



Mary J. Andersen, Commissioner

ATTEST:



Peggy Garabai, County Clerk

B: 074 P: 876



EXHIBIT I

Check Register

Packet: APPKT00075-CHECK RUN 3/4/13 TO 3/8/13

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4727	QWEST	03/08/2013	Regular	0.00	39.79	117644
6239	REFRIGERATION SERVICE AND SALE	03/08/2013	Regular	0.00	321.00	117645
3291	SHAMROCK FOODS COMPANY INC	03/08/2013	Regular	0.00	7,732.95	117646
4983	SHARE N'CARE PHARMACY	03/08/2013	Regular	0.00	7.00	117647
7600	SIMON F MONTANO	03/08/2013	Regular	0.00	279.66	117648
7887	STAPLES CONTRACT & COMMERCIA	03/08/2013	Regular	0.00	571.82	117649
7469	TDS ALBUQUERQUE	03/08/2013	Regular	0.00	707.20	117650
5229	TERRIE CHAVEZ	03/08/2013	Regular	0.00	111.00	117651
7848	TYLER TECHNOLOGIES	03/08/2013	Regular	0.00	2,148.69	117652
7650	US DISTRIBUTING, INC.	03/08/2013	Regular	0.00	270.82	117653
57	US POSTAL SERVICE - LOS LUNAS	03/08/2013	Regular	0.00	70.00	117654
4290	WASTE MANAGEMENT OF NEW ME	03/08/2013	Regular	0.00	20,946.17	117655
84	XEROX CORPORATION	03/08/2013	Regular	0.00	431.21	117656

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	157	67	0.00	646,784.26
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	157	67	0.00	646,784.26

B: 074 P: 877

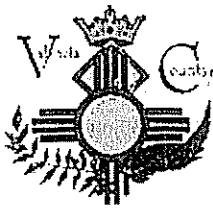


Fund Summary

Fund	Name	Period	Amount
998	POOLED CASH	3/2013	646,784.26
			<u>646,784.26</u>

B: 074 P: 878





Check Approval Register

B: 074 P: 879



Packet: APPKT00075 - CHECK RUN 3/4/13 TO 3/8/13
Vendor Set: 01 - Vendor Set 01

Check Date: 3/8/2013

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
Fund: 341 - E.M.S. - EMERGENCY SRV FIRE/RESCUE							
<u>3636</u>	BOUND TREE MEDICAL, LLC						
APBNK	Check		<u>81021912</u>	Fire Admin	341-517-46010	214.33	
Fund 341 Total:						214.33	
Fund: 344 - FIRE PROTECTION-LOS CHAVEZ							
<u>472</u>	ADVANCED COMM & ELECTRONICS, INC						
APBNK	Check		<u>161668</u>	Los Chavez FD/ Antenna replacement	344-526-45555	46.75	
<u>4677</u>	LOS LUNAS FAMILY PRACTICE LLC						
APBNK	Check		<u>01-13/1979 DOS 2/22</u>	76954 Fire Dept physicals	344-526-45030	90.00	
<u>4290</u>	WASTE MANAGEMENT OF NEW MEXICO						
APBNK	Check		<u>INV0003339</u>	FD WASTE DISPOSAL	344-526-45220	168.95	
Fund 344 Total:						305.70	
Fund: 346 - CO FIRE PROTECTION-LOS CHAVEZ							
<u>08222</u>	FRANK'S SUPPLY						
APBNK	Check		<u>1716596</u>	Los Chavez k-12 repair	346-526-45540	19.61	
Fund 346 Total:						19.61	
Fund: 347 - FIRE PROTECTION-JARALES/PUEBLITOS/BOSQUE							
<u>4290</u>	WASTE MANAGEMENT OF NEW MEXICO						
APBNK	Check		<u>INV0003339</u>	FD WASTE DISPOSAL	347-527-45220	79.23	
Fund 347 Total:						79.23	
Fund: 348 - E. M. S.-JARALES/PUEBLITOS/BOSQUE							
<u>4983</u>	SHARE N'CARE PHARMACY						
APBNK	Check		<u>02/20/2013</u>	77439 Jarales oxygen	348-527-46010	7.00	
Fund 348 Total:						7.00	
Fund: 350 - FIRE PROTECTION-RIO GRANDE							
<u>6631</u>	BANK OF THE WEST						
APBNK	Check		<u>02/02 LODGE AT SIER</u>	78035 Rio Grande Estates FD	350-528-45310	622.79	
			<u>01/31/13 LODGE AT S</u>	78036 Rio Grande Estates FD	350-528-45310	338.07	
			<u>02/04 LODGE AT SIER</u>	78038 Rio Grande Estates FD	350-528-45310	338.07	
<u>6333</u>	CHARLES SANCHEZ						
APBNK	Check		<u>505</u>	Rio Grande Estates - Emboidery	350-528-46040	437.50	
<u>4290</u>	WASTE MANAGEMENT OF NEW MEXICO						
APBNK	Check		<u>INV0003339</u>	FD WASTE DISPOSAL	350-528-45220	226.84	
Fund 350 Total:						1,963.27	
Fund: 353 - FIRE PROTECTION-TOME/ADELINO							
<u>6631</u>	BANK OF THE WEST						
APBNK	Check		<u>02/02/13 LODGE AT S</u>	78034 Tome-Adelino FD	353-529-45310	164.89	
			<u>1/29/13 LODGE AT SII</u>	78037 Tome-Adelino FD	353-529-45310	338.07	
Fund 353 Total:						502.96	
Fund: 356 - FIRE PROTECTION-MEADOWLAKE							
<u>57</u>	US POSTAL SERVICE - LOS LUNAS						
APBNK	Check		<u>PO BOX 1877 MEADO</u>	Meadowlake FD - Postal Service	356-530-45200	70.00	
<u>4290</u>	WASTE MANAGEMENT OF NEW MEXICO						
APBNK	Check		<u>INV0003339</u>	FD WASTE DISPOSAL	356-530-45220	177.23	
Fund 356 Total:						247.23	
Fund: 358 - CO FIRE PROTECT-MEADOWLAKE							
<u>22</u>	ALL MOTOR PARTS & SUPPLY INC.						
APBNK	Check		<u>5200-53291</u>	77411 Meadowlake tools	358-530-46010	253.72	
			<u>5200-53552</u>		358-530-46010	26.34	
Fund 358 Total:						280.06	
Fund: 362 - FIRE PROTECTION-VALENCIA/EL CERRO							

Packet: APPKT00075 - CHECK RUN 3/4/13 TO 3/8,
Vendor Set: 01 - Vendor Set 01

k Date: 3/8/2013

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
Bank Code	Payment Type				
APBNK	Check	<u>066508916</u>	76529 RFX354205 Treasurer	401-107-45540	431.21
Fund 401 Total:					388,220.81
Fund: 402 - PUBLIC WORKS					
<u>40</u>	A & A PUMPING SERVICE INC.				
APBNK	Check	<u>181351</u>	County Pit portable	402-620-45220	85.00
<u>7334</u>	ADOBE TRUCK & EQUIPMENT LLC				
APBNK	Check	<u>W35357</u>	Road Dept.	402-620-48080	3,061.42
<u>22</u>	ALL MOTOR PARTS & SUPPLY INC.				
APBNK	Check	<u>5200-54639</u>	road.vehicle parts	402-620-46010	434.00
		<u>5200-54641</u>		402-620-46010	17.95
		<u>5200-54344</u>		402-620-46010	48.04
		<u>5200-53223</u>	77595 Fleet parts	402-791-46010	15.68
		<u>5200-52786</u>		402-791-46010	45.36
		<u>5200-52931</u>		402-791-46010	8.01
<u>2837</u>	ANDELECIO C. LUNA				
APBNK	Check	<u>3/6/13 78428</u>	Road Dept- Steel Toe Boots	402-199-46040	100.00
<u>143</u>	CRAIG TIRE COMPANY, INC.				
APBNK	Check	<u>4905</u>	Tires	402-620-45540	458.79
		<u>4901</u>	77533 Road repairs	402-620-46010	635.57
		<u>4892</u>		402-620-46010	140.00
<u>7514</u>	CSK AUTOMOTIVE INC				
APBNK	Check	<u>3081-351436</u>	Fleet maint / Traning	402-791-45310	379.80
<u>08013</u>	Discount Radiator & Exhaust				
APBNK	Check	<u>27119</u>	road / Exhaust repair /fleet maint	402-620-45540	475.00
<u>5945</u>	JIM HOSELTON				
APBNK	Check	<u>78232-2/27/2013</u>	Road Department- Tree Trimming on Jerome Ro	402-620-48080	500.00
<u>4265</u>	LAFARGE NORTH AMERICA INC				
APBNK	Check	<u>26554340</u>	Road Ashpalt	402-620-48080	181.20
		<u>26554339</u>		402-620-48080	121.00
		<u>26502040</u>		402-620-48080	182.41
		<u>26502041</u>		402-620-48080	121.00
		<u>26543866</u>		402-620-48080	183.61
<u>5322</u>	LEON MONTOYA				
APBNK	Check	<u>17707</u>	Building & Grounds- Replace Door handle @ Adr	402-199-45540	250.00
		<u>17713</u>	77653 Building lock services	402-199-46010	40.00
<u>4373</u>	LEONARD'S REFRIGERATION				
APBNK	Check	<u>130065</u>	Bldg & Grds- Belen Senior Center Sewer line	402-199-45510	357.42
<u>5113</u>	MICROTEK SOLUTIONS				
APBNK	Check	<u>8510</u>	76214 Judicial alamr	402-199-45540	96.30
<u>08200</u>	MIDDLE RIO GRANDE CONSERVANCY DISTRICT				
APBNK	Check	<u>188</u>	Road Dept- Peyton Road Shopck Treatment	402-620-48080	1,993.77
<u>7022</u>	NAPA AUTO PARTS				
APBNK	Check	<u>012155</u>	road.vehicle parts	402-620-46010	149.00
		<u>012153</u>		402-620-46010	56.33
		<u>012496</u>		402-620-46010	24.01
		<u>011778</u>		402-620-46010	19.57
		<u>011756</u>		402-620-46010	187.44
		<u>012512</u>		402-620-46010	63.37
		<u>10478</u>	77894 Road parts	402-791-45540	116.14
		<u>10318</u>		402-791-45540	146.03
		<u>10737</u>		402-791-45540	32.73
		<u>12491</u>		402-791-45540	51.76
		<u>9220</u>	77891 Fleet parts	402-791-45540	123.27
		<u>8749</u>		402-791-45540	90.17
		<u>11306</u>	CREDIT MEMO	402-791-45540	-17.02
		<u>8490</u>	77891 Fleet parts	402-791-45540	94.68
		<u>8622</u>		402-791-45540	73.42
		<u>8739</u>		402-791-45540	59.46
		<u>10320</u>	77893 Fleet parts	402-791-45540	163.67
		<u>10506</u>	77894 Road parts	402-791-45540	32.50
		<u>11208</u>		402-791-45540	108.55

Packet: APPKT00075 - CHECK RUN 3/4/13 TO 3/8/13
Vendor Set: 01 - Vendor Set 01

Date: 3/8/2013

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
5005	LN CURTIS & SONS CORP	APBNK	Check	5025344-02	77474 Fire Admin	423-537-46030	1,671.00
Fund: 424 - LEPP							
08196	LA QUINTA INN	APBNK	Check	3/24/13-3/28/13 DEB	Sheriff- D. Hall Hotel	424-534-43010	343.16
Fund: 435 - COUNTY INDIGENT							
2090	NM COUNTY INSURANCE	APBNK	Check	000116	MULTILINE POOL	435-936-45704	6,470.00
Fund: 446 - ENVIRONMENTAL/SOLID WASTE							
40	A & A PUMPING SERVICE INC.	APBNK	Check	181350	Conejo portable	446-839-45220	85.00
6955	ALBUQUERQUE BERNALILLO COUNTY	APBNK	Check	107754521434	Conejo disposal	446-839-45212	4,780.13
6631	BANK OF THE WEST	APBNK	Check	CM0000144	PINE ENVIRONMENTAL	446-839-48025	-272.50
1659	DAVID TIBBETTS SURVEYING CO.	APBNK	Check	10221	Survey at Old VC Landfill	446-839-45030	2,538.48
2090	NM COUNTY INSURANCE	APBNK	Check	000116	MULTILINE POOL	446-839-45704	25,000.00
7469	TDS ALBUQUERQUE	APBNK	Check	733-32469	Open PO for tires	446-839-45540	707.20
4290	WASTE MANAGEMENT OF NEW MEXICO	APBNK	Check	0001427-0558-1	76526 Conejo disposal	446-839-45212	18,807.90
Fund: 449 - CLERKS EQUIP.RECORDING FEE							
6964	COMMERCIAL WEST INSURANCE	APBNK	Check	61605269N	Clerks- Notary Bond	449-540-46010	50.00
				61605315N PA		449-540-46010	50.00
2663	OFFICE OF SECRETARY OF STATE	APBNK	Check	PATRICIA ARMIJO NO	Clerks- Notary Fee for Patricia Armijo	449-540-46010	20.00
				EDWIN TUCSON NOT.	Clerks-Notary Fee for Edwin Tucson	449-540-46010	20.00
8129	PORTABLE MICROGRAPHICS	APBNK	Check	6379	Microfilmed	449-540-45030	215.66
Fund: 457 - DEPT OF JUSTICE ASSISTANCE PRGMS							
6631	BANK OF THE WEST	APBNK	Check	01/31/13 HOLIDAY IN	78070 Sheriff	457-922-43010	1,036.08
Fund: 462 - SHERIFF'S DEPT GRT							
08196	LA QUINTA INN	APBNK	Check	3/24/13-3/28/13 DEB	Sheriff- D. Hall Hotel	462-565-43010	34.72
Fund: 463 - ROAD DEPT GRT							
4453	CATERPILLAR FINANCIAL SERV CORP	APBNK	Check	15086922	76535 Grader 0959/2780	463-663-48080	3,234.66
Fund: 493 - TITLE III-B							
2090	NM COUNTY INSURANCE	APBNK	Check	000116	MULTILINE POOL	493-980-45703	8,800.00
Fund: 495 - TITLE C-1							
943	AMERI-PRIDE LINEN SERVICES	APBNK	Check	3600113831	78064 Senior CTR supplies	495-982-46010	94.85
				3600114941		495-982-46010	125.42
6140	AUTO-CHLOR SYS OF ALBUQUERQUE						



Valencia County, NM

Check Approval Register

Fund Summary

B: 074 P: 882

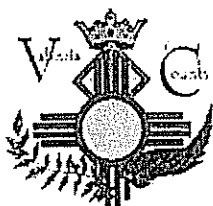


Fund	Account	Amount
341 - E.M.S. - EMERGENCY SRV FIRE/RESCUE		
	341-517-46010	214.33
	Fund 341 Total:	214.33
344 - FIRE PROTECTION-LOS CHAVEZ		
	344-526-45030	90.00
	344-526-45220	168.95
	344-526-45555	46.75
	Fund 344 Total:	305.70
346 - CO FIRE PROTECTION-LOS CHAVEZ		
	346-526-45540	19.61
	Fund 346 Total:	19.61
347 - FIRE PROTECTION-JARALES/PUEBLITOS/BOSQUE		
	347-527-45220	79.23
	Fund 347 Total:	79.23
348 - E. M. 5.-JARALES/PUEBLITOS/BOSQUE		
	348-527-46010	7.00
	Fund 348 Total:	7.00
350 - FIRE PROTECTION-RIO GRANDE		
	350-528-45220	226.84
	350-528-45310	1,298.93
	350-528-46040	437.50
	Fund 350 Total:	1,963.27
353 - FIRE PROTECTION-TOME/ADELINO		
	353-529-45310	502.96
	Fund 353 Total:	502.96
356 - FIRE PROTECTION-MEADOWLAKE		
	356-530-45200	70.00
	356-530-45220	177.23
	Fund 356 Total:	247.23
358 - CO FIRE PROTECT-MEADOWLAKE		
	358-530-46010	280.06
	Fund 358 Total:	280.06
362 - FIRE PROTECTION-VALENCIA/EL CERRO		
	362-532-45220	418.41
	362-532-45540	1,050.00
	Fund 362 Total:	1,468.41
365 - FIRE PROTECTION-MANZANO VISTA		
	365-557-45540	103.32
	365-557-48025	3,454.87
	Fund 365 Total:	3,558.19
368 - FIRE PROTECTION-HIGHLAND MEADOWS		
	368-561-45220	450.00
	368-561-46010	149.06
	Fund 368 Total:	599.06
370 - CO FIRE PROTECT-HIGHLAND MEADOWS		
	370-561-48025	246.23
	Fund 370 Total:	246.23
401 - GENERAL		
	401-101-43010	1,089.20
	401-101-45030	914.28
	401-101-45703	364,737.08
	401-102-45540	592.00
	401-107-45540	431.21
	401-305-45030	58.72
	401-401-45320	13,087.03
	401-403-45030	2,871.61
	401-403-45200	23.16

463 - ROAD DEPT GRT		
	463-663-48080	3,234.66
	Fund 463 Total:	3,234.66
493 - TITLE III-B		
	493-980-45703	8,800.00
	Fund 493 Total:	8,800.00
495 - TITLE C-1		
	495-982-45704	4,000.00
	495-982-45800	200.00
	495-982-46010	389.97
	Fund 495 Total:	4,589.97
496 - TITLE C-2		
	496-983-45540	321.00
	496-983-45704	5,025.00
	496-983-46010	7,732.95
	Fund 496 Total:	13,078.95
	Report Total:	646,784.26

B: 074 P: 883





Valencia County, NM

Payment Register

APPKT00075 - CHECK RUN 3/4/13 TO 3/8/13

01 - Vendor Set 01

Bank: APBNK - APBNK

Vendor Number	Vendor Name	Total Vendor Amount			
40	A & A PUMPING SERVICE INC.	170.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	170.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
181350	Conejo portable	03/06/2013	03/06/2013	0.00	85.00
181351	County Pit portable	03/06/2013	03/06/2013	0.00	85.00

Vendor Number	Vendor Name	Total Vendor Amount			
6372	ACC CONSULTANTS INC	2,687.04			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	2,687.04		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
20498	ADULT DETENTIONS	03/06/2013	03/06/2013	0.00	2,687.04

Vendor Number	Vendor Name	Total Vendor Amount			
7334	ADOBE TRUCK & EQUIPMENT LLC	3,061.42			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	3,061.42		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
W35357	Road Dept.	03/06/2013	03/06/2013	0.00	3,061.42

Vendor Number	Vendor Name	Total Vendor Amount			
5297	ADT SECURITY SERVICES INC	246.23			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	246.23		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
85400420	HM-Alarm	03/08/2013	03/08/2013	0.00	100.71
88255348	HM-Alarm	03/08/2013	03/08/2013	0.00	145.52

Vendor Number	Vendor Name	Total Vendor Amount			
472	ADVANCED COMM & ELECTRONICS, INC	46.75			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	46.75		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
161668	Los Chavez FD/ Antenna replacement	03/06/2013	03/06/2013	0.00	46.75

Vendor Number	Vendor Name	Total Vendor Amount			
6955	ALBUQUERQUE BERNALILLO COUNTY	4,780.13			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	4,780.13		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
107754521434	Conejo disposal	03/06/2013	03/06/2013	0.00	4,780.13

Vendor Number	Vendor Name	Total Vendor Amount			
22	ALL MOTOR PARTS & SUPPLY INC.	995.01			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	995.01		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
5200-52786	77595 Fleet parts	03/08/2013	03/08/2013	0.00	45.36
5200-52931	77595 Fleet parts	03/08/2013	03/08/2013	0.00	8.01
5200-53223	77595 Fleet parts	03/08/2013	03/08/2013	0.00	15.68
5200-53291	77411 Meadowlake tools	03/08/2013	03/08/2013	0.00	253.72
5200-53552	77411 Meadowlake tools	03/08/2013	03/08/2013	0.00	26.34

B: 074 P: 884



Payment Register

APPKT00075 - CHECK RUN 3/4/13 TO 3/8/13

Vendor Number	Vendor Name					Total Vendor Amount
7368	CANTEEN CORRECTION SERVICES					23,530.88
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	23,530.88	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
8878700061	ADULT DETENTIONS	03/06/2013	03/06/2013	0.00	23,530.88	
Vendor Number	Vendor Name					Total Vendor Amount
4453	CATERPILLAR FINANCIAL SERV CORP					3,234.66
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	3,234.66	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
15086922	76535 Grader 0959/2780	03/08/2013	03/08/2013	0.00	3,234.66	
Vendor Number	Vendor Name					Total Vendor Amount
6333	CHARLES SANCHEZ					437.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	437.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
505	Rio Grande Estates - Emboidery	03/07/2013	03/07/2013	0.00	437.50	
Vendor Number	Vendor Name					Total Vendor Amount
6964	COMMERCIAL WEST INSURANCE					100.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	100.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
61605269N	Clerks- Notary Bond	03/07/2013	03/07/2013	0.00	50.00	
61605315N PA	Clerks- Notary Bond	03/07/2013	03/07/2013	0.00	50.00	
Vendor Number	Vendor Name					Total Vendor Amount
282	COUNTY OF CIBOLA					49,734.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	49,734.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
H785	ADULT DETENTIONS	03/06/2013	03/06/2013	0.00	49,734.00	
Vendor Number	Vendor Name					Total Vendor Amount
143	CRAIG TIRE COMPANY, INC.					1,234.36
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	1,234.36	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
4892	77533 Road repairs	03/07/2013	03/07/2013	0.00	140.00	
4901	77533 Road repairs	03/08/2013	03/08/2013	0.00	635.57	
4905	Tires	03/08/2013	03/08/2013	0.00	458.79	
Vendor Number	Vendor Name					Total Vendor Amount
7514	CSK AUTOMOTIVE INC					379.80
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	379.80	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
3081-351436	Fleet maint / Traning	03/07/2013	03/07/2013	0.00	379.80	
Vendor Number	Vendor Name					Total Vendor Amount
1659	DAVID TIBBETTS SURVEYING CO.					2,538.48
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	2,538.48	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
10221	Survey at Old VC Landfill	03/08/2013	03/08/2013	0.00	2,538.48	

B: 074 P: 885



Payment Register

APPKT00075 - CHECK RUN 3/4/13 TO 3/8/13

Vendor Number	Vendor Name					Total Vendor Amount
6288	JENNIFER J. YORK/GEORGE YORK					457.14
Payment Type	Payment Number					Payment Date Payment Amount
Check						03/08/2013 457.14
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2/23/2013 TO 3/1/2013	76831 George York CSM	03/06/2013	03/06/2013	0.00	457.14	
Vendor Number	Vendor Name					Total Vendor Amount
5945	JIM HOSELTON					500.00
Payment Type	Payment Number					Payment Date Payment Amount
Check						03/08/2013 500.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
78232-2/27/2013	Road Department- Tree Trimming on Jerome Road	03/06/2013	03/06/2013	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
08196	LA QUINTA INN					377.88
Payment Type	Payment Number					Payment Date Payment Amount
Check						03/08/2013 377.88
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
3/24/13-3/28/13 DEBRA HA	Sheriff- D. Hall Hotel	03/06/2013	03/06/2013	0.00	377.88	
Vendor Number	Vendor Name					Total Vendor Amount
4265	LAFARGE NORTH AMERICA INC					789.22
Payment Type	Payment Number					Payment Date Payment Amount
Check						03/08/2013 789.22
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
26502040	Road Ashpalt	03/06/2013	03/06/2013	0.00	182.41	
26502041	Road Ashpalt	03/06/2013	03/06/2013	0.00	121.00	
26543866	Road Ashpalt	03/08/2013	03/08/2013	0.00	183.61	
26554339	Road Ashpalt	03/08/2013	03/08/2013	0.00	121.00	
26554340	Road Ashpalt	03/08/2013	03/08/2013	0.00	181.20	
Vendor Number	Vendor Name					Total Vendor Amount
5322	LEON MONTOYA					290.00
Payment Type	Payment Number					Payment Date Payment Amount
Check						03/08/2013 290.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
17707	Building & Grounds- Replace Door handle @ Adm Bld	03/06/2013	03/06/2013	0.00	250.00	
17713	77653 Building lock services	03/08/2013	03/08/2013	0.00	40.00	
Vendor Number	Vendor Name					Total Vendor Amount
4373	LEONARD'S REFRIGERATION					357.42
Payment Type	Payment Number					Payment Date Payment Amount
Check						03/08/2013 357.42
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
130065	Bldg & Grds- Belen Senior Center Sewer line	03/06/2013	03/06/2013	0.00	357.42	
Vendor Number	Vendor Name					Total Vendor Amount
5005	LN CURTIS & SONS CORP					6,048.60
Payment Type	Payment Number					Payment Date Payment Amount
Check						03/08/2013 6,048.60
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
501392-00	Valencia El Cerro - Air Processor - See attached	03/07/2013	03/07/2013	0.00	1,050.00	
5025344-02	77474 Fire Admin	03/06/2013	03/06/2013	0.00	1,671.00	
5025347-00	77572 manzano fire dept	03/07/2013	03/07/2013	0.00	3,327.60	

B: 074 P: 886



Payment Register

APPKT00075 - CHECK RUN 3/4/13 TO 3/8/13

Vendor Number	Vendor Name					Total Vendor Amount
4798	NEVE'S UNIFORMS INC					237.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	237.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AB-081852	AC safety	03/08/2013	03/08/2013	0.00	170.00	
AB-081963	77910 Adult Detention	03/06/2013	03/06/2013	0.00	67.50	
Vendor Number	Vendor Name					Total Vendor Amount
7954	NEW DAY YOUTH & FAMILY SERVICES					2,444.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	2,444.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1608	ADULT DETENTIONS	03/08/2013	03/08/2013	0.00	2,444.00	
Vendor Number	Vendor Name					Total Vendor Amount
2090	NM COUNTY INSURANCE					474,032.08
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	474,032.08	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
000116	MULTILINE POOL	03/08/2013	03/08/2013	0.00	474,032.08	
Vendor Number	Vendor Name					Total Vendor Amount
2590	NM ENVIRONMENT DEPARTMENT					200.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	200.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
95733	Food Permit	03/07/2013	03/07/2013	0.00	200.00	
Vendor Number	Vendor Name					Total Vendor Amount
2663	OFFICE OF SECRETARY OF STATE					40.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	40.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
EDWIN TUCSON NOTARY	Clerks-Notary Fee for Edwin Tucson	03/07/2013	03/07/2013	0.00	20.00	
PATRICIA ARMIJO NOTARY	Clerks- Notary Fee for Patricia Armijo	03/07/2013	03/07/2013	0.00	20.00	
Vendor Number	Vendor Name					Total Vendor Amount
08227	OFFICIAL PAYMENTS CORPORATION					4.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	4.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INVINT00000009335	E CHECK RETURN	03/06/2013	03/06/2013	0.00	4.00	
Vendor Number	Vendor Name					Total Vendor Amount
463	OLD MILL WESTERN MERCANTILE					383.92
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	383.92	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
195312	AC water boots	03/08/2013	03/08/2013	0.00	383.92	
Vendor Number	Vendor Name					Total Vendor Amount
6962	PET ER					993.87
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/08/2013	993.87	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2/23/2013-3/4/2013	76128 Animal Control sterilizations	03/06/2013	03/06/2013	0.00	993.87	

B: 074 P: 887



Payment Register

APPKT00075 - CHECK RUN 3/4/13 TO 3/8/13

<u>9249017</u>	78067 Senior food	03/06/2013	03/06/2013	0.00	89.40
<u>9249018</u>	78067 Senior food	03/06/2013	03/06/2013	0.00	53.15
<u>9249019</u>	78067 Senior food	03/06/2013	03/06/2013	0.00	179.16
<u>9249021</u>	78067 Senior food	03/06/2013	03/06/2013	0.00	563.51
<u>9254202</u>	78067 Senior food	03/07/2013	03/07/2013	0.00	380.75
<u>9254203</u>	78066 Senior food	03/07/2013	03/07/2013	0.00	1,174.07
<u>9254204</u>	78066 Senior food	03/07/2013	03/07/2013	0.00	379.41
<u>9254205</u>	78067 Senior food	03/07/2013	03/07/2013	0.00	462.88
<u>9254206</u>	78066 Senior food	03/07/2013	03/07/2013	0.00	113.40
<u>9254207</u>	78067 Senior food	03/07/2013	03/07/2013	0.00	328.09
<u>9254208</u>	78067 Senior food	03/07/2013	03/07/2013	0.00	222.60
<u>9254209</u>	78067 Senior food	03/07/2013	03/07/2013	0.00	89.14

Vendor Number	Vendor Name	Total Vendor Amount			
<u>4983</u>	SHARE N'CARE PHARMACY	7.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	7.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>02/20/2013</u>	77439 Jarales oxygen	03/08/2013	03/08/2013	0.00	7.00

Vendor Number	Vendor Name	Total Vendor Amount			
<u>7600</u>	SIMON F MONTANO	279.66			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	279.66		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>6/25/12</u>	Bldg &grds Employee Entrance Door Repairs	03/06/2013	03/06/2013	0.00	139.83
<u>7/3/12</u>	Bldg &grds Employee Entrance Door Repairs	03/06/2013	03/06/2013	0.00	139.83

Vendor Number	Vendor Name	Total Vendor Amount			
<u>7887</u>	STAPLES CONTRACT & COMMERCIALINC	571.82			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	571.82		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>115785805</u>	Old PR#78109/HM-Ink Cartridges-See attached	03/07/2013	03/07/2013	0.00	149.06
<u>115785806</u>	(Assessors)	03/08/2013	03/08/2013	0.00	203.74
<u>115822827</u>	Bldg& Grds- Office Supplies	03/08/2013	03/08/2013	0.00	219.02

Vendor Number	Vendor Name	Total Vendor Amount			
<u>7469</u>	TDS ALBUQUERQUE	707.20			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	707.20		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>733-32469</u>	Open PO for tires	03/08/2013	03/08/2013	0.00	707.20

Vendor Number	Vendor Name	Total Vendor Amount			
<u>5229</u>	TERRIE CHAVEZ	111.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	111.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>23-1-13</u>	77729 Road Dept.	03/06/2013	03/06/2013	0.00	111.00

Vendor Number	Vendor Name	Total Vendor Amount			
<u>7848</u>	TYLER TECHNOLOGIES	2,148.69			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/08/2013	2,148.69		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>025-62509</u>	TYLER TRAINING	03/06/2013	03/06/2013	0.00	2,148.69

B: 074 P: 888



Payment Summary

Type	Payable Count	Payment Count	Discount	Payment
Check	157	67	0.00	646,784.26
Packet Totals:	157	67	0.00	646,784.26

B: 074 P: 889

**VALENCIA COUNTY
BOARD OF COUNTY COMMISSIONERS
PAYROLL AUTHORIZATION**

The attached computer printout lists all checks issued by the Managers Office on March 13, 2013 covering payroll process on the above date.

Direct Deposit Check# 29383 through Direct Deposit Check # 29582 inclusive.

Deduction Check # 0117497 through Deduction Check # 0117589 inclusive.

Payroll Check # 94292 through Payroll Check # 94362 inclusive.

Listing total \$ 400,656.49

All have been reviewed for:

1. Appropriate documentation and approvals.
2. Authorized budget appropriations.
3. Compliance with New Mexico Statutes, and
4. DFA Rules and Regulations

In recognition of the above, the Manager's Office request this action be officially recorded in the minutes of the regular County Commission meeting before which body this matter came.

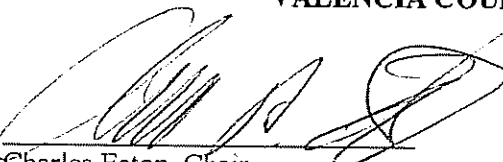
Recommended:



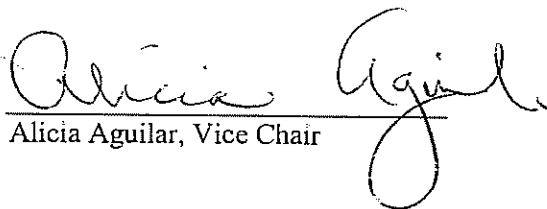
Nick Telles, Finance Director

Done this 20 day of March, 2013

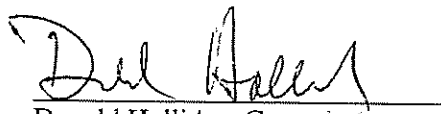
VALENCIA COUNTY BOARD OF COMMISSIONERS



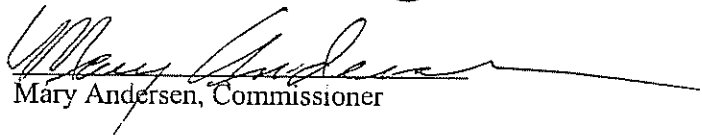
Charles Eaton, Chair



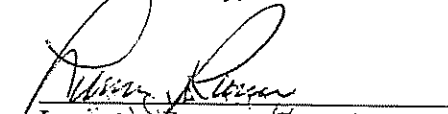
Alicia Aguilar, Vice Chair



Donald Holliday, Commissioner




Mary Andersen, Commissioner

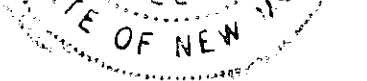


Lawrence Romero, Commissioner

ATTEST:



Peggy Caraballo, County Clerk



Valencia County, New Mexico

B: 074 P: 890

