

Gerard Saiz, Chair, District I □ Jhonathan Aragon, Vice-Chair, District V □
Troy Richardson, District II □ David A. Hyder, District III □ Joseph Bizzell, District IV
Danny Monette, County Manager



County Commissioners

July 28, 2021

Agenda
2:00 P.M.



Special Business Meeting
Valencia County Commission Chambers
444 Luna Ave.
Los Lunas, NM 87031

Please Silence all Electronic Devices

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

Sponsorship does not indicate endorsement of a given topic

DISCUSSION (non-action item(s))

- 4) Commissioners, Committees and Reports

ACTION ITEM(S)

- 5) Approval of Resolution 2021-___, Fiscal Year 2021 Final State Budget Adjustment. Presenter: **County Finance Director, Loretta Trujillo**; Sponsor: **County Manager for Regular County Business**
- 6) Approval of Resolution 2021-___, Fourth Quarter FY21 Financial Report to NM Department of Finance and Administration. Presenter: **County Finance Director, Loretta Trujillo**; Sponsor: **County Manager for Regular County Business**
- 7) Approval of Resolution 2021-___, Fiscal Year 2021-2022 Final Budget Approval. Presenter: **County Finance Director, Loretta Trujillo**; Sponsor: **County Manager for Regular County Business**

NEXT COMMISSION MEETINGS

August 4, 2021 – Business Meeting @ 5:00 P.M. in person/Facebook Live
Valencia County Commission Chambers, 444 Luna Ave., Los Lunas, NM 87031

August 18, 2021 – Public Hearing/Business Meeting @ 5:00 P.M. in person/Facebook Live
Valencia County Commission Chambers, 444 Luna Ave., Los Lunas, NM 87031

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 Administration Building, 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 if a summary or other type of accessible format is needed.



RESOLUTION NO. 2021-

FY21 State Budget Adjustments (EOY FINAL BAR)

SUBJECT: Fiscal Year 2020/2021 Budget - [State](#) Budget Adjustments

WHEREAS, the Board of Valencia County Commissioners, meeting in regular session, did determine to make the following state budget adjustments.

<u>Fund-Dept-Line item</u>	<u>Line Item Name</u>	<u>LGBMS EQUIVALENT</u>	<u>Current Budget</u>	<u>Adjustment</u>	<u>Adjusted Budget</u>
LGBMS FUND 10100 - GENERAL OPERATING FUND					
401-100-36030	INTEREST COUNTY INVESTMENTS	11000-0001-46040	17,074.00	3,785.00	20,859.00
401-100-39000	TRANSFER IN	11000-0001-61100	1,503,997.76	362,460.00	1,866,457.76
401-909-43010	MILEAGE AND PER DIEM	11000-3004-53999	9,975.00	(9,975.00)	-
401-909-45310	TRAINING	11000-3004-56100	4,500.00	(3,656.00)	844.00
401-909-45030	PROFESSIONAL SERVICES	11000-3004-55030	138,227.59	13,631.00	151,858.59
401-100-51000	TRANSFERS OUT	11000-0001-61200	9,563,953.07	289.00	9,564,242.07
DESCRIPTION:	Temp loan to cover Fund 341 shortage at FYE.				
401-100-51000	TRANSFERS OUT	11000-0001-61200	9,564,242.07	33,697.00	9,597,939.07
DESCRIPTION:	Temp loan to cover Fund 520 shortage at FYE.				
401-100-51000	TRANSFERS OUT	11000-0001-61200	9,597,939.07	54,125.00	9,652,064.07
DESCRIPTION:	Temp loan to cover Fund 521 shortage at FYE.				
LGBMS FUND 20400 - COUNTY ROAD					
402-100-32200	GASOLINE TAX .02	20400-0001-42300	221,978.00	318.00	222,296.00
402-199-45510	BUILDING MAINTENANCE	20400-5001-54020	236,043.00	(42,349.00)	193,694.00
402-791-46600	GAS & OIL	20400-5001-56120	364,308.00	42,349.00	406,657.00
463-663-48050	LEASE PURCHASE (ROAD DEPT GRT)	20400-5001-58060	217,007.00	14,000.00	231,007.00
LGBMS FUND 20600 - EMERGENCY MEDICAL SERVICES					
341-517-51100	TRANSFERS IN	20600-0001-61100	-	289.00	289.00
DESCRIPTION:	From GF to cover Fund 341 shortage at FYE.				
341-517-45540	EQUIPMENT MAINTENANCE AND REPAIRS	20600-2002-54050	300.00	8.00	308.00
341-517-46010	SUPPLIES	20600-2002-56999	7,397.00	10.00	7,407.00
372-593-31200	GROSS RECEIPTS	20600-0001-41205	1,310,367.00	461,193.00	1,771,560.00
373-594-31200	GROSS RECEIPTS	20600-0001-41205	173,172.00	60,674.00	233,846.00
374-595-31200	GROSS RECEIPTS	20600-0001-41205	44,518.00	15,715.00	60,233.00
375-596-31200	GROSS RECEIPTS	20600-0001-41205	82,396.00	29,803.00	112,199.00
376-597-31200	GROSS RECEIPTS	20600-0001-41205	41,653.00	15,037.00	56,690.00
377-100-31200	GROSS RECEIPTS	20600-0001-41205	63,695.00	40,532.00	104,227.00
372-593-45900	DISBURSEMENTS	20600-3003-57999	1,310,367.00	461,193.00	1,771,560.00
373-594-45900	DISBURSEMENTS	20600-3003-57999	173,172.00	60,674.00	233,846.00
374-595-45900	DISBURSEMENTS	20600-3003-57999	44,518.00	15,715.00	60,233.00
375-596-45900	DISBURSEMENTS	20600-3003-57999	82,396.00	29,803.00	112,199.00
376-597-45900	DISBURSEMENTS	20600-3003-57999	41,653.00	15,037.00	56,690.00
377-587-45900	DISBURSEMENTS	20600-3003-57999	63,695.00	40,532.00	104,227.00
LGBMS FUND 20900 - FIRE PROTECTION					
353-529-37234	RECEIPTS	20900-0001-47100	187,726.00	8,088.00	195,814.00
356-530-45510	REPAIRS TO BUILDING	20900-2002-54010	12,527.00	760.00	13,287.00
356-530-45540	EQUIPMENT MAINTENANCE & REPAIR	20900-2002-45540	7,750.00	(760.00)	6,990.00
LGBMS FUND 21800 - INTERGOVERNMENTAL GRANTS					
520-100-39000	TRANSFERS IN	21800-0001-61100	-	33,697.00	33,697.00
DESCRIPTION:	From GF to cover Fund 520 shortage at FYE.				

521-100-39000	TRANSFERS IN	21800-0001-61100	-	54,125.00	54,125.00
DESCRIPTION:	From GF to cover Fund 521 shortage at FYE.				
520-585-42020	MEDICARE	21800-0001-52011	1,644.00	229.00	1,873.00
520-585-42030	P.E.R.A.	21800-0001-52020	14,511.00	2,016.00	16,527.00
520-585-45300	CONTRACTUAL SERVICES	21800-0001-55999	202,160.00	(2,245.00)	199,915.00
LGBMS FUND 22000 - COUNTY INDIGENT					
435-100-31210	GROSS RECEIPTS/MEDICARE	22000-0001-41205	-	829,967.00	829,967.00
435-936-45175	MEDICAID SUPPORT	22000-4001-57010	-	829,967.00	829,967.00
LGBMS FUND 22200 - COUNTY FIRE GRT					
349-527-37060	REIMBURSEMENTS	22200-0001-46900	-	14,226.00	14,226.00
423-537-31200	GROSS RECEIPTS	22200-0001-41200	233,917.00	36,577.00	270,494.00
423-537-37525	FIRE/MEDICAL STAND BY	22200-0001-46900	0	14,791.00	14,791.00
464-528-31200	FIRE EXCISE GRT - RIO COMMUNITIES	22200-0001-41202	34,066.00	794.00	34,860.00
464-595-31200	FIRE EXCISE GRT - BOSQUE FARMS	22200-0001-41202	31,274.00	3,586.00	34,860.00
464-597-31200	FIRE EXCISE GRT - PERALTA	22200-0001-41202	33,856.00	1,004.00	34,860.00
464-528-45900	DISBURSEMENTS - RIO COMMUNITIES	22200-3002-57999	34,066.00	794.00	34,860.00
464-595-45900	DISBURSEMENTS - BOSQUE FARMS	22200-3002-57999	31,274.00	3,586.00	34,860.00
464-597-45900	DISBURSEMENTS - PERALTA	22200-3002-57999	33,856.00	1,004.00	34,860.00
LGBMS FUND 22800 - REGIONAL TRANSIT GRT					
413-100-31200	GROSS RECEIPTS TAX	22800-0001-46900	1,418,550.00	57,690.00	1,476,240.00
413-100-45900	DISBURSEMENTS	22800-2002-45050	1,418,550.00	57,690.00	1,476,240.00
LGBMS FUND 26000 - AMERICAN RESCUE PLAN ACT					
503-100-36030	INTEREST COUNTY INVESTMENTS	26000-0001-46040	-	507.00	507.00
503-100-37231	GRANT RECEIPTS	26000-0001-37398	-	7,447,872.50	7,447,872.50
LGBMS FUND 29900 - OTHER SPECIAL REVENUE					
421-100-31200	GROSS RECEIPTS	29900-0001-41200	1,283,000.00	266,320.00	1,549,320.00
421-100-51100	TRANSFER OUT	29900-0001-551000	1,186,860.00	362,460.00	1,549,320.00
LGBMS FUND 39900 - OTHER CAPITAL PROJECTS					
319-100-37236	GRANT RECEIPTS	39900-0001-47398	275,807.36	16,249.00	292,056.36
LGBMS FUND 40100 - GO BOND DEBT SERVICE					
562-100-31500	CURRENT TAX RECEIPTS	40100-0001-41500	893,397.00	143,513.00	1,036,910.00
562-100-31510	DELINQUENT TAX RECEIPTS	40100-0001-41510	-	55,056.00	55,056.00
562-100-36030	INTEREST COUNTY INVESTMENTS	40100-0001-46030	-	27,500.99	27,500.99
563-100-36030	INTEREST COUNTY INVESTMENTS	40100-0001-46030	-	6,382.00	6,382.00
562-100-39001	BOND PROCEEDS	40100-0001-	-	2,530,875.00	2,530,875.00
563-100-39001	BOND PROCEEDS	40100-0001-	-	2,550,000.00	2,550,000.00
562-100-45900	DISBURSEMENTS (AGENT FEE)	40100-2002-59050	-	270.00	270.00
562-100-45900	DISBURSEMENTS (OTHER)	40100-2002-59050	-	555,615.00	555,615.00
563-620-45900	DISBURSEMENTS (OTHER)	40100-2002-59050	-	1,120,222.00	1,120,222.00
LGBMS FUND 40400 - NMFA LOAN DEBT SERVICE					
614-100-36030	INTEREST COUNTY INVESTMENTS	40400-0001-46030	-	551.00	551.00
614-100-37082	LOAN PROCEEDS	40400-0001-	-	200,000.00	200,000.00
469-100-45900	DISBURSEMENTS	40400-2002-59010	33,917.00	30,828.00	64,745.00
610-100-45900	DISBURSEMENTS	40400-2002-59010	13,680.00	37,828.00	51,508.00
614-529-45900	DISBURSEMENTS	40400-2002-59010	-	200,000.00	200,000.00
LGBMS FUND 51000 - CARE OF PRISONERS					
486-100-37234	RECEIPTS	51000-0001-46900	336,548.00	10,573.00	347,121.00
486-787-45900	INMATE RELEASE CHECKS	51000-8003-59050	139,269.00	15,229.00	154,498.00

LGBMS FUND 79900 - OTHER TRUST & AGENCY

801-100-36030	INTEREST - COUNTY INVESTMENTS	79900-0001-46030	99,080.00	6,559.00	105,639.00
801-100-37234	MISCELLANEOUS RECEIPTS	79900-0001-46900	14,212.00	1,199.00	15,411.00

VALENCIA COUNTY BOARD OF COUNTY COMMISSIONERS

Done this 28th day of JULY 2021

Gerard Saiz, Chair, District I

Jhonathan Aragon, Vice-Chair, District V

Troy Richardson, Commissioner, District II

David A. Hyder, Commissioner, District III

ATTEST: Mike Milam, County Clerk

Joseph Bizzell, Commissioner, District IV



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



Commission Sponsor: Regular County Business
Department Head: Finance Director, Loretta Trujillo
Individual Making Request: Finance Director, Loretta Trujillo
Presentation at Meeting on: July 28, 2021
Date Submitted: July 15, 2021
Title of Request: Resolution 2021-___: Approving FY21 4th Quarter Report

Action Requested of Commission:

Approval of a resolution approving FY21 4th quarter report to the Department of Finance and Administration (DFA) Local government Division (LGD).

Information Background and Rationale:

The New Mexico Department of Finance and Administration/Local Government Division requires each government body to submit a resolution approving the final financial report for each fiscal year.

Financial Impact of this Request:

The approval of the resolution has no financial impact on the County.

Legal:

The Board of County Commissioners is responsible for the finances of the County and insuring that the Bateman Act is complied with. Specifically, NMSA 1978, Section 6-6-7 (1941). Accordingly, it is necessary to review the quarterly reports to insure compliance and fiscal responsibility. **(Adren Nance)**

Finance:

The 4th Quarter report to DFA contains final numbers (both budgeted and actual) associated with closing out of Valencia County’s FY21 budget as required by DFA. **(Loretta Trujillo)**

Purchasing:

- Not Applicable – Agenda Item Does Not Include the Purchase Goods and/or Services
- Procurement Complete as Described Below:

Do you recommend approval of this Agenda Request? **Yes** No

Are you seeking direction from the Commission on this Agenda Request? **Yes** **No**
 If so, what?

Commissioner requesting this agenda item? **Yes** **No**
 If yes, the Commission will need to discuss further.



VALENCIA COUNTY
BOARD OF COUNTY COMMISSIONERS
RESOLUTION NO 2021 - ____

**FY21 FINAL QUARTER FINANCIAL REPORT
YEAR ENDING JUNE 30, 2021**

WHEREAS, the Governing Board in and for the County of Valencia, State of New Mexico has reviewed and approved the final quarterly report for fiscal year 2020-2021 to ensure the accuracy of the beginning balances used on the FY2022 budget; and

WHEREAS, it is hereby certified that the contents in this report are true and correct to the best of our knowledge and that this report depicts all funds for fiscal year 2021.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Board of County Commissioners, County of Valencia, State of New Mexico hereby approves the final quarterly report for FY2021 hereinafter described as Attachment "A" and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

RESOLVED: In the Special Business meeting this 28th day of July, 2021.

VALENCIA COUNTY BOARD OF COMMISSIONERS

Gerard Saiz, Chair - District I

Jhonathan Aragon, Vice-Chair, District V

Troy Richardson, Commissioner, District I

David A. Hyder, Commissioner, District III

Joseph Bizzell, Vice-Chair, District IV

ATTEST: Mike Milam, County Clerk



VALENCIA COUNTY
Board of County Commissioners
Agenda Request Form



Commission Sponsor: Regular County Business
Department Head: Finance Director, Loretta Trujillo
Individual Making Request: Finance Director, Loretta Trujillo
Presentation at Meeting on: July 28, 2021
Date Submitted: July 15, 2021
Title of Request: Resolution 2021-___ : Adopting Fiscal Year 2022 Operating Budget

Action Requested of Commission:

Approval of a resolution adopting the FY 2022 Operating Budget.

Information Background and Rationale:

Section 6-6-2 NMSA 1978 requires each local public body to furnish and file with the Department of Finance and Administration (DFA), Local Government Division (LGD) a new budget each fiscal year no later than the last day of July. The budget must be approved by a majority vote of the Governing Board of the local public body.

Financial Impact of this Request:

The financial impact is outlined within Valencia County’s FY21 final budget for DFA’s consideration and approval.

Legal:

The fiscal year begins on July 1 and ends on June 30 (6-10-1). The statute provides that LGD must receive an approved, proposed budget from each BOCC by June 1. The approval from LGD is due, by law, on the first of July (6-6-2B). The division is to certify to each BOCC its final budget and property tax rates before the first Monday in September of each year (6-6-2E).
(Adren Nance)

Finance:

The financial impact to Valencia County is identified within the FY22 Budget. *(Loretta Trujillo)*

Purchasing:

- Any purchases that may result from these funds in the future shall adhere to the VC Purchasing Policy Limits and the NM State Procurement Code.
- Not Applicable – Agenda Item Does Not Include the Purchase of Goods and/or Services
(Rustin Porter)

Do you recommend approval of this Agenda Request? **Yes** No

Are you seeking direction from the Commission on this Agenda Request? **Yes** **No**
 If so, what?

Commissioner requesting this agenda item? **Yes** **No**
 If yes, the Commission will need to discuss further.



VALENCIA COUNTY
BOARD OF COUNTY COMMISSIONERS

RESOLUTION NO 2021 - ____

ADOPT FISCAL YEAR 2022 OPERATING BUDGET

WHEREAS, the Governing Body in and for the County of Valencia, State of New Mexico, has developed a budget for Fiscal Year 2022; and

WHEREAS, said budget was developed based on need and through cooperation with all user departments, elected officials and other department supervisors; and

WHEREAS, the official meetings for the review of said documents were duly advertised in compliance with the State Open Meetings Act; and

WHEREAS, it is the majority opinion of this Board that the proposed budget meets the requirements as currently determined for Fiscal Year 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, County of Valencia, State of New Mexico hereby approves the final budget for FY2022 hereinafter described as Attachment "A" and respectfully requests approval from Local Government Division of the New Mexico Department of Finance and Administration.

RESOLVED: In the Special Business meeting this 28th day of July 2021.

VALENCIA COUNTY BOARD OF COMMISSIONERS

Gerard Saiz, Chair, District I

Jhonathan Aragon, Vice-Chair, District V

Troy Richardson, Commissioner, District II

David A. Hyder, Commissioner, District III

Joseph Bizzell, Commissioner, District IV

ATTEST: Mike Milam, County Clerk