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**EDDY COUNTY BOARD OF COMMISSIONERS  
MINUTES OF A REGULAR MEETING  
JANUARY 17, 2023**

Be it remembered that the Eddy County Board of Commissioners held a regular meeting in the Eddy County Administration Complex-Room 211 on January 17, 2023 at 8:30 a.m. Davis called the meeting to order and led the Pledge of Allegiance and the Salute to the New Mexico State flag. Bowen gave the invocation.

**PRESENT:**

ERNEST CARLSON	CHAIRMAN
FRED BEARD	VICE-CHAIR
JAMES (BO) BOWEN	COMMISSIONER, DISTRICT 4
JON HENRY	COMMISSIONER, DISTRICT 2
SARAH CORDOVA	COMMISSIONER, DISTRICT 5
ALLEN DAVIS	COUNTY MANAGER
CAS TABOR	COUNTY ATTORNEY
DARLENE ROSPRIM	CHIEF DEPUTY CLERK
MATTHEW HUTCHINSON	CHIEF DEPUTY SHERIFF
KIM BALLARD	SO ADMINISTRATIVE ASSISTANT
BILLY MASSINGILL	DETENTION WARDEN
ADRIENNE JONES	EXEC ADMIN ASSISTANT
ROBERTA GONZALES	FINANCE DIRECTOR
ANISIA CERNA	PROCUREMENT MANAGER
ROXANN BRANNON	HR DIRECTOR
CAROL HENNINGTON	INFORMATION SYSTEMS DIRECTOR
ROLAND RODRIGUEZ	IT SPECIALIST III
ROSIE R MUNOZ	IT SPECIALIST II
STEVE MCCROSKEY	COUNTY PLANNER
JASON BURNS	PUBLIC WORKS DIRECTOR
JOSHUA MACK	FIRE SVC DIR/FIRE MARSHAL
JAROD ZUNIGA	DEPUTY FIRE MARSHAL/FIRE SV DIR
JENNIFER ARMENDARIZ	EMERGENCY MANAGER
TRENT MOORE	M&O MANAGER
STEPHANIE YBABEN	RED ROCKET MEDIA

**TIMED AGENDA:****8:30 A.M.:**

1. **PUBLIC COMMENTS/ANNOUNCEMENTS. (THREE MINUTE TIME LIMIT PER PERSON) (WE REQUEST ALL COMMENTS BE RESPECTFUL AND COURTEOUS IN NATURE):** None.

**TRAILING AGENDA:****1. APPROVE:**

- a. **\*COMMISSION MEETING MINUTES FOR DECEMBER 20, 2022.** Cordova moved, seconded by Bowen, to approve the Commission Meeting Minutes for December 20, 2022. Voting yes: Henry, Carlson, Bowen and Cordova. Abstaining: Beard. Passed 4-0.
  - b. **\*COMMISSION MEETING MINUTES FOR JANUARY 3, 2023.** Henry moved, seconded by Bowen, to approve the Commission Meeting Minutes for January 3, 2023. Voting yes: Henry, Carlson, Bowen and Cordova. Abstaining: Beard. Passed 4-0.
  - c. **\*EXPENSE APPROVAL REPORT FOR DECEMBER 2022.** Beard moved, seconded by Henry, to approve the Expense Approval Report for December 2022. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0. The Expense Approval Report for December, 2022 was recorded as Exhibit 1.c.
- 2. TREASURER'S REPORT FOR NOVEMBER 2022 -- LAURIE PRUITT:** FYI only. The November 2022 Treasurer's Report was recorded as Exhibit 2.
- 3. \*NOVEMBER 2022 REVENUE REPORT -- ROBERTA GONZALES.** Gonzales reported \$4.9M GRT had been received, with Oil and Gas revenue of \$9.9M received for November 2022. Total GRT collected for the year was \$28M and the total O&G revenue for the year was \$48M. Cordova moved, seconded by Beard, to approve the November 2022 Revenue Report. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0. The November 2022 Revenue Report was recorded as Exhibit 3.
- 4. \*BUDGET VS. ACTUAL -- NOVEMBER REVENUE AND EXPENSES -- ROBERTA GONZALES.** Gonzales stated \$212M had been collected and \$155M had been expensed in November. The figures included \$113M transfers. Henry moved, seconded by Beard, to approve the Budget v. Actual -- November Revenue and Expenses. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0. The Budget vs. Actual - November Revenue and Expenses were recorded as Exhibit 4.
- 5. \*FY22/23 ROAD MAINTENANCE BUDGET ADJUSTMENT REQUEST -- JASON BURNS.** Burns requested an adjustment of \$2.75M to address projects at North Canal and Cherry, \$1M; East Fiesta to Wood, \$750K; and Road Crews, \$1M. Cordova moved, seconded by Beard, to approve the FY22/23 Road Maintenance Budget Adjustment Request. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Issues and suggestions for the projects on Fiesta Drive, Cherry Lane and Canal Street were discussed. Passed 5-0. The FY22/23 Road Maintenance Budget Adjustment Request was recorded as Exhibit 5.

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6. **\*BUDGET ADJUSTMENT REQUEST FOR MASTER TRANSPORTATION PLAN – JASON BURNS.** Burns stated the Planning Department had requested assistance and support with the long-term transportation plan that needed updating every five years. Bohannon Houston was the 2016 contractor and they have been contacted for the current project. This engineering service helped implement the County Interactive Map and this project would be an extension of that line item. The Plan would allow the County to continue to seek federal funding for on-going and future road projects. Beard moved, seconded by Henry, to approve the Budget Adjustment Request for the Master Transportation Plan. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0. The Budget Adjustment Request for the Master Transportation Plan was recorded as Exhibit 6.
7. **\*WEST LOOP – ROAD CAPITAL BUDGET ADJUSTMENT REQUEST – JASON BURNS.** The West Loop was in the final phase and was on schedule to be completed by the end of the fiscal year. There had been a significant amount of rock excavation. This would be the final change order for the project. Cordova moved, seconded by Beard, to approve the West Loop – Road Capital Budget Adjustment Request. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0. The West Loop – Road Capital Budget Adjustment Request was recorded as Exhibit 7.
8. **\*BUDGET ADJUSTMENT REQUEST FOR FLEET RETROFITTING - WATCHGUARD – SHERIFF MARK CAGE.** Hutchinson stated that forty units would be fitted with the new system and hardware. Bowen moved, seconded by Henry, to approve the Budget Adjustment Request for Fleet Retrofitting-WatchGuard. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0. The Budget Adjustment Request for Fleet Retrofitting – WatchGuard was recorded as Exhibit 8.
9. **\*DIGITAL RECORDS COORDINATOR NEW HIRE – SHERIFF MARK CAGE.** Hutchinson stated IPRA requests presented to the County had been substantial and additional help was needed to fulfill the requirements of addressing the requests in a timely manner. Henry moved, seconded by Beard, to approve the Digital Records Coordinator New Hire. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0.
10. **\*RESOLUTION AND AGREEMENT CONSENT AGENDA:** Since all of the items listed below have been distributed to the Commissioners in advance for review and are of a routine and non-controversial nature, they will be enacted by a single motion. Any Commissioner or the County Manager may remove an item from this Resolution and Agreement Consent Agenda if separate discussion is desired. Any item so removed shall be placed on the Trailing Agenda immediately following the approval of this Resolution and Agreement Consent Agenda or later, at a specific time or place on the Trailing Agenda.

- a. **RESOLUTIONS:** None.
- b. **AGREEMENTS:**
- i. **A-23-07; MASTER SERVICE AGREEMENT BETWEEN STANTEC CONSULTING SERVICES INC. AND EDDY COUNTY, NEW MEXICO – WESLEY HOOPER.**
  - ii. **A-23-08; CIVICPLUS MAINTENANCE/SUPPORT AND HOSTING RENEWAL CONTRACT FOR HUMAN RESOURCES – ROXANN BRANNON.**
  - iii. **A-23-09; AGREEMENT WITH S360 AND THEIR COMMUNICATIONS TEAM TO PROVIDE PROFESSIONAL SERVICES TO SUPPORT A COMMUNICATION CAMPAIGN FOR EDDY COUNTY DURING THE 2023 LEGISLATIVE SESSION – ALLEN DAVIS.**
  - iv. **A-23-10; BENEFICIARY AGREEMENT WITH LAKEVIEW CHRISTIAN HOME OF THE SOUTHWEST, INC. – ROBERTA GONZALES.**

Cordova moved, seconded by Beard, to approve the Resolution and Agreement Consent Agenda. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0. A-23-07 through A-23-10 were recorded as Exhibits 10.b.i through 10.b.iv., respectively.

11. **ELECTED OFFICIAL/DEPARTMENT UPDATES.** Burns updated the BOCC on the Cherry Lane and Canal Street project. He clarified a city sewer line had been requested by a private entity that had expanded into County right-of-way. Cherry Lane was now open but Canal Street was still blocked due to excavation. Traffic issues within the County and Carlsbad were discussed.
12. **LEGISLATIVE UPDATES.** Davis summarized the email update sent by S360 with their preview of the upcoming Legislative Session, changes in the leadership and representatives. He had forwarded the email to the BOCC.
13. **\*TRAVEL REQUEST CONSENT AGENDA:** Since all of the items listed below have been distributed to the Commissioners in advance for review and are of a routine and non-controversial nature, they will be enacted by a single motion. Any Commissioner or the County Manager may remove an item from this Travel Request Consent Agenda if separate discussion is desired. Any item so removed shall be placed on the Trailing Agenda immediately following this Travel Request Consent Agenda or later, at a specific time or place on the Trailing Agenda.

**PRIOR:** None.

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**FUTURE:**

- a. **SCOTT FINDLE TO ATTEND THE EVT COMBO CLASS F1 & E0 IN OCALA, FL FROM JANUARY 16, 2023 THROUGH JANUARY 20, 2023.**
- b. **ROBERTA GONZALES TO ATTEND THE 2023 NACO LEGISLATIVE CONFERENCE IN WASHINGTON, DC FROM FEBRUARY 10, 2023 THROUGH FEBRUARY 14, 2023.**

Beard moved, seconded by Bowen, to approve the Travel Consent Agenda, as presented. Voting yes: Henry, Carlson, Beard, Bowen and Cordova. Passed 5-0.

**14. EMERGENCY BUSINESS.** None.**15. LEGISLATORS & ELECTED OFFICIALS' COMMENTS/ANNOUNCEMENTS/UPDATES.** None.

**16. COUNTY MANAGER'S COMMENTS/ANNOUNCEMENTS/UPDATES.** Davis stated the Arrowhead Study had been updated with the last two years data having been incorporated through 2021. The Study now represented a total of seven years' data. He noted that Lea County's per capita contribution was now \$168,811 with State expenditure of \$30,229 for a net per-person amount of \$138,582. Eddy County's per capita revenue was \$164,094 State expenditure of \$27,875 for a net of \$136,219. He stated that combined, Eddy and Lea County's GRT contribution was 24% of the State's GRT revenue. He stated the itinerary for the next week's Legislative visit was being finalized. S360 noted that points of contact with its communication program would be significant in the hundreds of thousands. The 14 points of reference in the messaging would be those points that Davis had previously shared with the BOCC.

**17. COUNTY COMMISSIONERS' COMMENTS/ANNOUNCEMENTS/UPDATES.**

Cordova stated she and Bowen had a meeting with the NMCIA, with the Warden and staff also in attendance. She recognized the Warden and his staff for their hard work and felt they were caring individuals. She sent condolences to Adam Hernandez's family and friends. Henry echoed Cordova's comments. He felt it would be helpful to understand and have a clear vision of where the County was headed in the next years with future major capital and road projects. He was looking forward to visiting Santa Fe, having our say and trying to make a difference. He noted the significant increase of \$40K in the per capita contributions from Eddy County to the State. Bowen had been attending meetings and acclimating himself with the County and all that was the County's responsibility. He felt it was an enlightening process to see all that went on and felt that a lot were not aware of all that the County was involved with. He was looking forward to making connections and hoping to find common ground with people in Santa Fe, helping to drive our points home. Beard noted that the

State had a lot of revenue that they would not have were it not for Eddy County. The Arrowhead Study was making the points obvious. Carlson noted he had heard in Santa Fe that there was a lot of money coming from Eddy and Lea Counties but that the money was the State's money, to which he replied that it was our counties that paid the cost to produce that revenue for the rest of the state. He noted his daughter had been elected First Vice-Chair of the Republican Party in Eddy County and his son was elected the Chair of the Republican Party in Dona Ana County and Nancy was the Treasurer of the Republican Party.

18. EXECUTIVE SESSION: None.

19. Meeting closed at 9:55 a.m.

*~Asterisk denotes vote is required~*

**EDDY COUNTY BOARD OF COMMISSIONERS**

  
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COMMISSION CHAIRMAN, ERNIE CARLSON

ATTEST:   
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COUNTY CLERK, CARA COOKE

DATE: February 7, 2023

