



Doña Ana County

PURCHASING DEPARTMENT

845 N. Motel Blvd. • Las Cruces, New Mexico 88007 • (575) 647-7221

TO: Procurement File	DATE: 5/8/2020
FROM: Donald E. Bullard, Purchasing Manager	D13
SUBJECT: Emergency Procurement Determination	

Due to the Covid-19 pandemic and the Declarations of Emergency declared by the United States, the State of New Mexico and Dona Ana County it became necessary for the County to acquire various personal protective equipment (PPE). Also due to the Covid-19 pandemic, the necessary PPE became hard to find and obtain.

Section 13-1-127 NMSA 1978 states in pertinent part "An emergency condition is a situation that creates a threat to public health, welfare or safety such as may arise by reason of floods, epidemics, riots, equipment failures or similar events. The existence of the emergency condition creates an immediate and serious need for services, construction, or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

- (1) the functioning of government;
- (2) the preservation or protection of property; or
- (3) the health or safety of any person.

The Purchasing Department has determined that not immediately purchasing various PPE through Emergency Procurement could seriously threaten the health and safety of County residents. Due to the lack of availability of PPE and Pursuant to Section 13-1-127 NMSA 1978 the county acquired PPE from Vendors as it was available.



**DONA ANA COUNTY****845 N. MOTEL BLVD.
LAS CRUCES, NM 88007****(575) 525-5929****PURCHASE ORDER**

Page 1

PO Number:	P2003630
Issue Date:	04/27/20
Delivery Date:	05/29/20

Supplier: @00017146
VENDOR CODEECOIMPRINT LLC
9899 EAST BANKEAD
ALED0 TX 76008Ship to: Deborah Rouse
PURCHASING DEPARTMENT
845 N. MOTEL BLVD.
LAS CRUCES NM 88007

Purchase Order number must appear on all packages, invoices, and correspondence.

Send Billing Invoice to:	A - L (575) 525-5962
ACCOUNTS PAYABLE	M - Z (575) 525-5816
845 N. MOTEL BLVD.	
LAS CRUCES, NM 88007	
invoices@donaanacounty.org	TAX EXEMPT ID#
	A-1727764-09-00571

Purchase Order is valid only with authorized signature.

BUYER NAME	PAYMENT TERMS	F.O.B. POINT	SHIP VIA
Hilda Gonzalez	NET 30 DAYS	LAS CRUCES, NM	
COMMODITY DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
1 ITEM# COVER- DISPOSABLE COVERALLS SIZE:TBD JOB # 15941 - APR-22-2020 MICHAEL HIRSCHFELDER	1,000.00 EA	12.5000	12,500.00
2 ITEM # CVNT504 - BOX OF 100 SHOE COVERS	20.00 BOX	13.1300	262.60
	DI	SCOUNT:	.00
		ADDL CHARGES:	.00
		TOTAL TAXES:	.00
By: <u>Hilda Gonzalez</u> Authorized Procurement Officer's signature			TOTAL: 12,762.60

VENDOR COPY

**DONA ANA COUNTY****845 N. MOTEL BLVD.****LAS CRUCES, NM 88007****(575) 525-5929****PURCHASE ORDER**

Page 1

PO Number: **P2003525**Issue Date: **04/15/20**Delivery Date: **05/01/20**

Supplier: @00017146

VENDOR CODE

ECOIMPRINT LLC
9899 EAST BANKEAD
ALEDO TX 76008Ship to:
Deborah Rouse
PURCHASING DEPARTMENT
845 N. MOTEL BLVD.
LAS CRUCES NM 88007

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Send Billing Invoice to:

ACCOUNTS PAYABLE**845 N. MOTEL BLVD.****LAS CRUCES, NM 88007****invoices@donaanacounty.org**

A - L (575) 525-5962

M - Z (575) 525-5816

TAX EXEMPT ID#

A-1727764-09-00571

Purchase Order is valid only with authorized signature.

BUYER NAME	PAYMENT TERMS	F.O.B. POINT	SHIP VIA
Donald Bullard	NET 30 DAYS	LAS CRUCES, NM	
COMMODITY DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
1 ITEM # KN95 MASK QUOTE DOC ID 5466154 JOB # 15914 DATED : APR 13, 2020 SALE PERSON; MICHAEL HIRSCHFELDER COVID19 EMERGENCY PROCUREMENT	4,200.00 EA	3.3100	13,902.00
2 ITEM - GALSANITIZER 1 GALLON 3 OZ. HAND SANITIZER FDA APPROVED 80% ALCOHOL IMPRINT: BLANK	30.00 EA	74.0000	2,220.00
3 ITEM- ALCH-WIPE	530.00 EA	3.5000	1,855.00
By:		TOTAL:	CONTINUED

Authorized Procurement Officer's signature

VENDOR COPY

**DONA ANA COUNTY****845 N. MOTEL BLVD.****LAS CRUCES, NM 88007****(575) 525-5929****PURCHASE ORDER**

Page 2

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9899 EAST BANKEAD
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PURCHASING DEPARTMENT
845 N. MOTEL BLVD.
LAS CRUCES NM 88007

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ACCOUNTS PAYABLE**845 N. MOTEL BLVD.****LAS CRUCES, NM 88007****invoices@donaanacounty.org**

A - L (575) 525-5962

M - Z (575) 525-5816

TAX EXEMPT ID#

A-1727764-09-00571

Purchase Order is valid only with authorized signature.

BUYER NAME	PAYMENT TERMS	F.O.B. POINT	SHIP VIA
Donald Bullard	NET 30 DAYS	LAS CRUCES, NM	
COMMODITY DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
ALCOHOL WIPES- 75% ALCOHOL,- 10 PACK 15-20 DAY DELIVERY			
4 ITEM - IRTHERM FOREHEAD INFRARED BODY THERMOMETER COLOR:NA SIZE : 10 DAY DELIVERY IMPRINT: N/A	20.00 EA	83.7500	1,675.00
5 ITEM - COVER DISPOSABLE COVERALLS SIZE: M-200 SIZE: L-600 SIZE-XL-600 SIZE: 2XL-500	2,000.00 EA	12.5000	25,000.00

By:

Authorized Procurement Officer's signature

TOTAL:

CONTINUED

VENDOR COPY

**DONA ANA COUNTY****845 N. MOTEL BLVD.****LAS CRUCES, NM 88007****(575) 525-5929****PURCHASE ORDER**

Page 3

PO Number: **P2003525**Issue Date: **04/15/20**Delivery Date: **05/01/20**

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M - Z (575) 525-5816

TAX EXEMPT ID#

A-1727764-09-00571

Purchase Order is valid only with authorized signature.

BUYER NAME	PAYMENT TERMS	F.O.B. POINT	SHIP VIA
Donald Bullard	NET 30 DAYS	LAS CRUCES, NM	
COMMODITY DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED
SIZE 3XL-100			
6 ITEM - BOOTIES	5,000.00 EA	.2900	1,450.00
7 ITEM : GOWN BODY GOWNS	600.00 EA	7.5000	4,500.00
8 ITEM: JQVCB-MBJMG BIOHAZARD BAGS	100.00 EA	.4200	42.00
	DI	SCOUNT:	645.00
		ADDL CHARGES:	.00
		TOTAL TAXES:	.00
TOTAL:			49,999.00

By:

Authorized Procurement Officer's signature

VENDOR COPY



AMENDED AGENDA

Due to the COVID-19 pandemic and the subsequent Declarations of Emergency declared by United States President Donald Trump and New Mexico Governor Michele Lujan Grisham, and the several Public Health Orders issued by the New Mexico Department of Health Cabinet Secretary Kathyleen M. Kunkel, being necessary to minimize the further spread of COVID-19, to the greatest extent possible, through the prohibition on mass gatherings and the avoidance of person-to-person contact, the public is strongly encouraged to attend Doña Ana County Board of County Commissioners meeting via livestream on <https://www.donaanacounty.org/bocc/video/streaming>.

The following will be considered at the Regular Meeting of the Doña Ana County Board of County Commissioners to be held on Tuesday, April 14, 2020, at 9:00 AM in the Doña Ana County Commission Chambers, 1st Floor, Doña Ana County Government Center, 845 North Motel Boulevard, Las Cruces, New Mexico:

- **Invocation** : Pastor John Pickett, Cross Town Ministries.
- **Pledge of Allegiance**
- **Roll Call of Commission Members Present and Determination of Quorum**

COMMISSION CONVENES AS THE BOARD OF COUNTY COMMISSIONERS AND THE COUNTY BOARD OF FINANCE IN OPEN SESSION

- **CHANGES TO THE AGENDA:** Fernando R. Macias, County Manager.
- **PET SHOWCASE** : Fernando R. Macias, County Manager.
- **PUBLIC INPUT:** Prior to and during the meeting, for the duration of public input, please use the following email link to submit your input: publicinput@donaanacounty.org. The information will be provided to the Commission.
- **STAFF INPUT**
- **COUNTY ELECTED OFFICIALS' INPUT**
- **COMMISSION INPUT**

PRESENTATIONS and PROCLAMATIONS

- | | |
|--|--|
| 1. Proclaim April 14, 2020, as Canaan Bower Valor Day in Doña Ana County. | Manuel Sanchez,
Commissioner, District 5
Vice Chairman |
| 2. A Proclamation recognizing Mesilla Valley Regional Dispatch Authority, 9-1-1 Emergency Telecommunicators and Call Takers as First Responders. | Isabella A. Solis,
Commissioner, District 4 |

CONSENT AGENDA: The Board will be asked to approve by one motion the following items of recurring or routine business:

- | | |
|--|---|
| 3. Minutes for BOCC Regular Meeting of March 24, 2020. | Cindy C. Padilla,
Administrative Assistant |
| 4. Budget Revision and Resolution to accept partial reimbursement for services rendered by the Anthony Fire Station from the City of Anthony in the amount of \$50,000. | Nicholas Hempel,
Fire Chief |
| 5. Award of Request for Proposal (RFP) 20-0026 to Kramer & Associates in the amount of \$74,700 for a Fire Station Facilities, Staffing and Deployment Study. | Nicholas Hempel,
Fire Chief |
| 6. Use state pricing agreement to purchase outer uniform carrier vests and duty armor in the amount of \$87,150 from Kaufman's West, LLC. | Kim Stewart, Sheriff |
| 7. Award contract to Security Transport Services, Inc. for prisoner transport and extradition services for an estimated cost of \$130,000 for FY21. | Kim Stewart, Sheriff |
| 8. Application for a United States Department of Transportation 2020 BUILD Transportation Grant, seeking funds in the amount of \$1,320,000 to design a bridge at the intersection of Industrial Drive and UPRR. | Robert Armijo,
County Engineer |
| 9. Use Houston-Galveston Area Council (HGAC) Buy contract SW04-20 to purchase a Street Sweeper for road construction and maintenance of County roads in an amount not to exceed \$282,000. | Omar Soto,
Roads Superintendent |

APPROVALS

- | | |
|---|---------------------------------------|
| 10. A Resolution declaring Doña Ana County to be an emergency area as a result of COVID-19 and authorization for County Manager to take action as necessary to address the emergency. | Fernando R. Macias,
County Manager |
|---|---------------------------------------|

HEARINGS and ORDINANCES

- | | |
|--|---|
| 11. An Ordinance adopting the Building Code. | Christina Ainsworth,
Community
Development Director |
| 12. An Ordinance adopting the Fire Code. | Nicholas Hempel,
Fire Chief |
| 13. An Ordinance approving the W Silver Recycling, Inc. proposal for an economic development project and a budget resolution and revision. | Chuck McMahon,
Assistant County
Manager |

CORRESPONDENCE

14. Correspondence received by Doña Ana County.

COMMISSION ADJOURNS AS THE BOARD OF COUNTY COMMISSIONERS AND THE COUNTY BOARD OF FINANCE IN OPEN SESSION

THIS AGENDA IS SUBJECT TO CHANGE

NOTE: Doña Ana County will ensure effective communication with individuals with disabilities and will, upon request, provide auxiliary communication aids and services to afford those individuals equal opportunity for participation in Doña Ana County sponsored meetings, events, or activities. Any request should be made to the Americans with Disabilities Act Coordinator, in writing, or by phone, **at least two business days** prior to the event at which accommodation is needed. If you have any questions regarding examples of reasonable accommodations, please contact the ADA Coordinator, at 525-5884 (voice) or 525-2951 (TTY), 845 N. Motel Blvd., Las Cruces, NM 88007.

Spanish language interpretation services are now available upon request for participation in Doña Ana County sponsored meetings, events, or activities. Please contact the Community & Constituent Services Office at 525-6163, at least 48 hours prior to the event. **Por favor en contacto la Oficina de Servicio a la Comunidad y Constituyentes 525-6163 por lo menos 48 horas por adelantado para pedir este servicio.**



AGENDA ENMENDADA

Debido a la pandemia de COVID-19 y las posteriores declaraciones de emergencia declaradas por el presidente de los Estados Unidos, Donald Trump y la gobernadora de Nuevo México, Michele Lujan Grisham, y las diversas órdenes de salud pública emitidas por la secretaria de gabinete del Departamento de Salud de Nuevo México, Kathyleen M. Kunkel, que son necesarias para minimizar la mayor propagación de COVID-19, en la mayor medida posible, a través de la prohibición de reuniones masivas y evitar el contacto de persona a persona, se alienta fuertemente al público a asistir a la reunión de la Junta de Comisionados del Condado de Doña Ana a través de transmisión en vivo en <https://www.donaanacounty.org/bocc/video/streaming>.

Lo siguiente se considerará en la Reunión Ordinaria de la Junta de Comisionados del Condado de Doña Ana que se celebrará el martes 14 de abril de 2020 a las 9:00 am en las Cámaras de la Comisión del Condado de Doña Ana, primer piso del Centro de Gobierno del Condado de Doña Ana, 845 North Motel Boulevard, Las Cruces, Nuevo México.

- **Invocación:** Pastor John Picket, Cross Town Ministries.
- **Promesa de lealtad**
- **Pase de lista de los miembros de la Comisión presentes y determinación del quórum**

LA COMISIÓN SE REÚNE COMO JUNTA DE COMISIONADOS DEL CONDADO Y LA JUNTA DE FINANZAS DEL CONDADO EN SESIÓN ABIERTA.

- **CAMBIOS A LA AGENDA:** Fernando R. Macias, Administrador del Condado.
- **ESCAPARATE DE MASCOTAS:** Fernando R. Macias, Administrador del Condado.
- **COMENTARIOS DEL PÚBLICO:** Antes y durante la reunión, durante el tiempo que dure el comentario del público, utilice el siguiente enlace de correo electrónico para enviar su aporte: publicinput@donaanacounty.org La información se proporcionará a la Comisión.

- **COMENTARIOS DEL PERSONAL**
- **COMENTARIOS DE OFICIALES ELECTOS DEL CONDADO**
- **COMENTARIOS DE LA COMISIÓN**

PRESENTACIONES Y PROCLAMACIONES

1. Proclamar el 14 de abril, 2020 como el Día Canaan Bower Valor Day en el Condado de Doña Ana. Manuel Sanchez,
Comisionado por el
Distrito 5, Vicepresidente
2. Una Proclamación que reconoce a la Autoridad de Despacho Regional Isabella A. Solis,

del Valle de Mesilla, a los Operadoresde Emergencia 9-1-1 y a los Contestadores de Llamadas como “primeros respondedores” o First Responders.

Comisionada por el Distrito 4

AGENDA ACORDADA: Se le solicitará a la Junta que apruebe o acepte por una moción los siguientes elementos de negocios recurrentes o rutinarios:

- | | | |
|----|--|---|
| 3. | Minutas de la reunión Ordinaria del BOCC del 24 de Marzo de 2020. | Cindy Padilla, Asistente Administrativa |
| 4. | Revisión del presupuesto y Resolución para aceptar un reembolso parcial por servicios prestados por la Estación de Bomberos de Anthony de la Ciudad de Anthony por la cantidad de \$50,000. | Nicholas Hempel, Jefe de Bomberos |
| 5. | Adjudicación de la Solicitud de Propuesta (RFP) 20-0026 a Kramer & Associates por la cantidad de \$74,000 para un estudio de estaciones de bomberos, personal,y despliegue. | Nicholas Hempel, Jefe de Bomberos |
| 6. | Uso del acuerdo de precios estatales para la compra de chalecos uniformes externos de transporte y armadura de servicio en la cantidad de \$87,150 de Kaufman West LLC. | Kim Stewart, Sheriff |
| 7. | Adjudicación a Security Transport Services, Inc. para el transporte de prisioneros y servicios de extradición por un costo estimad de \$130,000 para FY21. | Kim Stewart, Sheriff |
| 8. | Solicitud para un subsidio del programa 2020 BUILD del Departamento de Transporte de los Estados Unidos buscando fondos por \$1,320,000 para diseñar un puente en la intersección de Industrial Drive y UPRR. | Robert Armijo, Ingeniero del Condado |
| 9. | Utilizar el contrato de compra SW04-20 del Concilio del Área Houston-Galveston (HGAC) para adquirir una Barredora de Calles para la construcción y mantenimiento de caminos del Condado sin exceder \$282,000. | Omar Soto, Superintendente de Caminos |

APROBACIONES

- | | |
|--|---|
| 9. Una Resolución declarando al Condado de Doña Ana como área de emergencia como resultado de COVID-19 y autorización al Administrador del Condado a tomar las acciones necesarias para atender la emergencia. | Fernando R. Macias,
Administrador del
Condado |
|--|---|

AUDIENCIAS y ORDENANZAS

- | | |
|--|---|
| 10. Una Ordenanza adoptando el Código de Construcción. | Christina Ainsworth,
Community
Development Director |
| 11. Una Ordenanza adoptando el Código de Incendio (Fire Code). | Nicholas Hempel,
Jefe de Bomberos |
| 12. Una Ordenanza aprobando la propuesta de W Silver Recycling por un proyecto de desarrollo económico y resolución y revisión de presupuesto. | Chuck Mc Mahon,
Administrador Asistente
del Condado |

CORRESPONDENCIA

- | | |
|--|---|
| 13. Correspondencia recibida por el Condado de Doña Ana. | Cindy C. Padilla,
Asistente Administrativa |
|--|---|

LA COMISIÓN CIERRA LA JUNTA DE COMISIONADOS DEL CONDADO Y LA JUNTA DE FINANZAS DEL CONDADO EN SESIÓN ABIERTA.

ESTA AGENDA ESTÁ SUJETA A CAMBIOS

NOTA: El Condado de Doña Ana garantizará una comunicación efectiva con personas con discapacidades y, cuando se solicite, proporcionará ayudas y servicios de comunicación auxiliares para brindarle a esas personas la misma oportunidad de participar en reuniones, eventos o actividades patrocinadas por el Condado de Doña Ana. Cualquier solicitud debe hacerse al Coordinador de la Ley de Estadounidenses con Discapacidades, por escrito o por teléfono, tan pronto como sea posible antes del evento en el que se necesita estos servicios. Si tiene alguna pregunta sobre ejemplos de adaptaciones razonables, comuníquese con el Coordinador de ADA, al 525-5884 (voz) o al 525-2951 (TTY), 845 N. Motel Blvd. Las Cruces, NM 88007.

Servicios de interpretación al español para participar en las juntas, eventos o actividades patrocinados por el Condado ahora están disponibles a pedido. **Por favor contacte a la Oficina de Servicio a la Comunidad y Constituyentes (575) 525-6163 por lo menos 48 horas por adelantado para pedir estos servicios**

RESOLUTION NO. 2020-_____

**A RESOLUTION DECLARING DOÑA ANA COUNTY TO BE AN
EMERGENCY AREA AS A RESULT OF THE COVID-19 VIRUS**

WHEREAS, at least 865 New Mexicans have tested positive for the novel coronavirus, COVID-19 and at least sixteen have died; and

WHEREAS, at least thirty-nine residents of Doña Ana County have tested positive for the novel coronavirus, COVID-19; and

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can spread via droplets from person to person; and

WHEREAS, on March 11, 2020, the International Health Regulations Emergency Committee of the World Health Organization declared the outbreak a “Pandemic”; and

WHEREAS, the CDC currently indicates there are over 427,460 confirmed cases of COVID-19 in the United States with over 14,696 having resulted in death; and

WHEREAS, the New Mexico State Department of Health has now confirmed travel related spread of COVID-19 in New Mexico; and

WHEREAS, on March 11, 2020, Governor Michelle Lujan Grisham proclaimed a public health emergency and invoked all powers under the All Hazards Emergency Act (§§12-10-1 through 12-10-10, NMSA 1978), for a minimum period of thirty (30) days; and

WHEREAS, on April 6, 2020, Governor Michelle Lujan Grisham issued Executive Order No. 2020-022 extending all prior orders and directives tied to the public health emergency until May 1, 2020; and

WHEREAS, the Code of Doña Ana County, Chapter 26, creates the Doña Ana County All Hazards Mitigation Team and has adopted the All-Hazards Emergency Operations Plan; and

WHEREAS, Doña Ana County Office of Emergency Management has instituted a COVID-19 Response Management Team to manage all aspects of the incident; and

WHEREAS, the Doña Ana County Office of Emergency Management is coordinating resources across local and state government to support the County and local officials in alleviating the impacts to people, property and businesses, and is assessing the magnitude and long-term effects of the virus with the State Homeland Security Department; and

WHEREAS, the New Mexico Department of Homeland Security and Emergency Management recommends that all New Mexico counties declare an emergency related to the COVID-19 outbreak; and

WHEREAS, the worldwide outbreak of COVID-19 and the effects of its extreme risk of person-to-person transmission throughout New Mexico and Doña Ana County significantly impacts the life and health of our people, as well as the economy of Doña Ana County, and is a public disaster that affects the life, health, property or the public peace.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Doña Ana County that:

1. By virtue of the authority provided by local ordinance and by the All Hazards Emergency Management Act (§§12-10-01 to 12-10-11, NMSA 1978), we do hereby declare Doña Ana County to be an emergency area as a result of COVID-19 for the purpose of exercising emergency powers and the expenditure of available resources, and requesting aid, assistance and relief programs and funds available from the State of New Mexico and the federal government; and

2. County agencies and departments are directed to utilize county resources and to do everything reasonably possible to assist affected communities and political subdivisions in an effort to respond to and recover from the outbreak; and
3. As a result of this event, it is the responsibility of Doña Ana County officials to control County resources and manage and coordinate those resources for the control of the spread of COVID-19 and maintain public health; and
4. Due to the nature of this public health emergency, the County Manager may implement all necessary and proper measures to allow for flexibility of time and location of work, including for offsite and remote-work for all employees during the period of this emergency; and
5. Due to the nature of this Public Health Emergency, the County Manager, notwithstanding the provisions of Resolution 2010-59 may approve and sign contracts in the best interest of the County with an annual cost to the County of \$100,000.00 or less, that are reasonably related to addressing the COVID-19 emergency in Doña Ana County; and
6. Due to the nature of the Public Health Emergency, the County Manager, notwithstanding the provisions of Resolution 2018-55 may approve inter-departmental budget revisions as deemed appropriate if such movement is reasonably related to addressing the COVID-19 emergency and recovery in Doña Ana County; and
7. Due to the nature of the Public Health Emergency, the County Manager, notwithstanding the provisions of Resolution 2018-55 may approve budget revisions between department budgets within the same fund as deemed appropriate if such movement is reasonably related to addressing the COVID-19 emergency and recovery in Doña Ana County; and

8. Due to the nature of the Public Health Emergency, the County Manager may, notwithstanding the provisions of Resolution 2018-55, approve the transfer of budget between fund types up to \$500,000.00 if such movement is reasonably related to addressing the COVID-19 emergency and recovery in Doña Ana County.

ADOPTED this 14th day of April, 2020 in Las Cruces, Doña Ana County, State of New Mexico.

**BOARD OF COUNTY COMMISSIONERS OF
DOÑA ANA COUNTY, NEW MEXICO**

Lynn J. Ellins, District 1, Chairman	For/Against
Manuel A. Sanchez, District 5, Vice Chairman	For/Against
Ramon S. Gonzalez, District 2	For/Against
Shannon Reynolds, District 3	For/Against
Isabella A. Solis, District 4	For/Against

ATTEST:

Amanda López Askin, Ph.D.
County Clerk