



Consideration of Lea County Resolution No. 22-FEB-039R Ratifying Out of State Travel on February 8, 2022 for Assistant County Manager Corey Needham and Lea County Fire Marshal Lorenzo Velasquez to Pick Up Equipment in Seymour, Texas

On February 8, 2022, Corey Needham and Lorenzo Velasquez traveled to a location near Seymour, Texas to pick up a piece of equipment to be used to removed tumbleweeds from county right-of-ways and county properties.

Per Paragraph 7, Section A of the Travel, Per Diem, Mileage, and Reimbursement Policies, the county commission must authorize or ratify the out of state travel.





**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, February 17, 2022

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Executive Coordinator sslout@leacounty.net by: **Monday, February 7, 2022**

County Manager Approval mgallagher@leacounty.net required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 02/11/2022	SUBMITTED BY Name, Title, Dept: Corey Needham, ACM
SUBJECT: Authorizing Out of State Travel Assistant County Manager Corey Needham and Lea County Fire Marshal Lorenzo Velasquez	ATTACHMENT(S): Out of State travel forms
NO. OF ORIGINALS FOR SIGNATURE: 1 Resolution, 2 Travel Orders (1 Each Traveler)	ACTION REQUESTED: Action Item
BUDGET LINE ITEM NUMBER: no expense	FISCAL BUDGET YEAR: 2022
STRATEGIC PLAN Implementation of 5 Year Strategic Plan: Safety - vehicle fatalities change from year to year	
SUMMARY: On February 8, 2022, Corey Needham and Lorenzo Velasquez traveled to a location near Seymour, TX to pick up a piece of equipment to be used to removed tumbleweeds from county right-of-ways and county properties. Per Paragraph 7, Section A of the Travel, Per Diem, Mileage, and Reimbursement Policies, the county commission must authorize or ratify the listed out of state travel.	
Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other: <input type="checkbox"/> <small>If checked, how many:</small>	See Additional Summary Attached <input type="checkbox"/>
SUBMITTER'S RECOMMENDATION(S): ratify out of state travel	Submitter's Signature Department Director, Etc. Corey Needham <small>Digitally signed by Corey Needham Date: 2022.02.11 15:53:05 -07'00'</small>
FINANCE REVIEW Fiscal Impact/Cost: no expenses were incurred due to travel	Reviewed by Finance Director Henry C Low Jr <small>Digitally signed by Henry C Low Jr Date: 2022.02.11 16:06:11 -07'00'</small>
LEGAL REVIEW: (Note: Travel does not need legal review)	Reviewed by County Attorney
COUNTY MANAGER REVIEW:	Approved by County Manager to be Placed on Agenda
Item No. <u>0208</u> RECORDING SECRETARY'S USE ONLY ~ COMMISSION ACTION TAKEN	
Approved: _____ Denied: _____ Other: _____ Resolution No. <u>22-FEB-039R</u> Policy No. _____ Ordinance No. _____ Continued To: _____ Referred To: _____ Comments: _____	

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 22-FEB-039R

A RESOLUTION RATIFYING OUT OF STATE TRAVEL ON FEBRUARY 8, 2022 FOR ASSISTANT
COUNTY MANAGER COREY NEEDHAM AND LEA COUNTY FIRE MARSHAL LORENZO VELASQUEZ
TO PICK UP EQUIPMENT IN SEYMOUR, TEXAS

WHEREAS, Lea County has the need to obtain additional equipment for road maintenance and fire prevention; *and*

WHEREAS, a portion of this equipment was located near Seymour, Texas; *and*

WHEREAS, on February 8, Corey Needham and Lorenzo Velasquez traveled and picked up the equipment; *and*

WHEREAS, Paragraph 7 Section A of the Travel, Per Diem, Mileage, and Reimbursement Policies provides procedures for all Out of State Travel for Lea County Employees; *and*

WHEREAS, the following out of state travel requests for ratification have been submitted:

Traveler(s): Corey Needham and Lorenzo Velasquez
Department: Executive and Fire Administration
Travel Date(s): February 8, 2022
Location: Seymour, Texas
Purpose: Pick Up Equipment

WHEREAS, the Lea County Board of County Commissioners approval is required for the above listed out of state travel.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Lea County that the above listed out of state travel is hereby approved.

PASSED AND APPROVED on this 17th day of February, 2022, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Dean Jackson (District 1), Chair
Voted: Yes No Abstain

Gary G. Eidson (District 3), Vice Chair
Voted: Yes No Abstain

Rebecca Long (District 2), Member
Voted: Yes No Abstain

Jonathan Sena (District 4), Member
Voted: Yes No Abstain

Pat Sims (District 5), Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By:

Teri Davis, Deputy Clerk

John W. Caldwell, County Attorney