

**STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 22-SEP-205R**

A RESOLUTION APPROVING OUT OF STATE TRAVEL TO SAN ANTONIO TEXAS

WHEREAS, the current P25 simulcast radio system has reached its end of life; *and*

WHEREAS, Lea County Communication Authority will be upgrading each site with new equipment. This change will affect all County Departments with 800 radios in their units to include their portable radios. Emergency Management, Monument Volunteer Fire, Maljamar Volunteer Firer, Knowles Volunteer Fires and Airport Fire. This also includes Environmental, Road Department, Detention Facility and all other Municipalities within Lea County; *and*

WHEREAS, Dailey Wells will provide training and present to us the new technology that we will be able to use with the upgrade.

WHEREAS, on January 13, 2022, the Lea County Board of County Commissioners adopted Lea County Resolution No. 22-JAN-017R approving Travel, Per Diem, Mileage, and Reimbursement Policies for Lea County; *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 request(s) have been submitted:

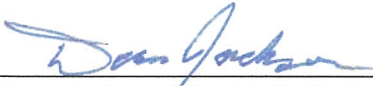
Traveler/Department:	Angela Martinez, Lea County Communication Authority Lorenzo, Velasquez, Lea County Emergency Management
Travel Dates:	October 10 – 13, 2022
Location:	San Antonio, Texas
Purpose:	Meeting/Training with Dailey Wells for Equipment Upgrades and New Technology

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

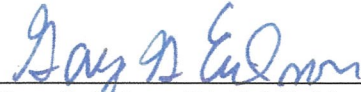
BE IT FURTHER RESOLVED that the Commission Chair and/or County Manager may finalize and sign any agreements consistent with the terms of this resolution.

PASSED AND APPROVED on this 22nd day of September, 2022, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

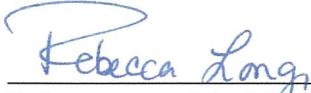
LEA COUNTY BOARD OF COUNTY COMMISSIONERS



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



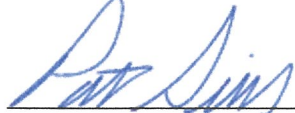
Gary G. Eidson (District 3), Vice Chair
Voted: Yes No Abstain



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



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

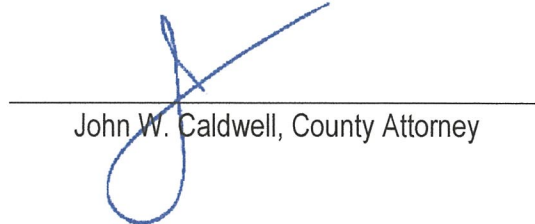


Pat Sims (District 5), Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

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

By: 
Teri Davis, Deputy Clerk


John W. Caldwell, County Attorney





LEA COUNTY, NEW MEXICO
TRAVEL ORDER (For Pre-Approval) & EXPENSE REQUEST

Date 09/12/2022 Department LCCA Employee Angela Martinez
(one form per employee)

Purpose of Travel ☐ Conference ☒ Official Business ☐ Professional Meeting ☐ Training (attach training form)
Destination San Antonio, TX
☐ In-State ☒ Actual Expenses
☒ Out-of-State ☐ Per-Diem Expenses

This travel is ☐ Mandatory ☒ Not Mandatory
Departure Date/Time 10/10/2021 08:00
Return Date/Time 10/13/2021 17:00

Budget Line Item # 2010

Specific Purpose Meeting / Training with Dailey Wells for radios

Transportation ☒ County Vehicle ☐ Air ☐ Private Vehicle

This trip is necessary and beneficial to Lea County. Travel is requested by Angela R. Martinez Digitally signed by Angela R. Martinez
Date: 2022.09.12 14:15:34 -0600
Department Head

Estimated Expenses

Transportation \$ _____
Lodging \$ 475.23
Parking \$ 57.00
Mileage \$ _____
Meals \$ 220.00
Registration \$ _____
Other \$ _____
Per-Diem \$ _____
TOTAL \$ 752.23

Actual Expenses Requested ☒

Actual expenses requested for lodging and requested, for reimbursement of actual meals expenses (Meal maximum of \$55.00 for In-State and Out-of-State within a 24 hour period. Lodging over \$125 must be approved by the County Manager prior to and after return from travel.)

Justification

Advance Requested \$ _____ (maximum of 80% total estimate)

Travel:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____
Actual Expense Reimbursement:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Lea County Manager Date
Advance is:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Lea County Manager Date
		Lea County Manager Date

Out-of-State Travel is: ☒ Approved ☐ Not Approved

09/22/2022
Chair, LC Board of County Commissioners Date
09/22/2022 Lea County Resolution No. 22-SEP-205R



LEA COUNTY, NEW MEXICO

TRAVEL ORDER & EXPENSE REQUEST

Date 09/12/2022 Department Emergency Manager Employee Lorenzo Velasquez
(one form per employee)

Purpose of Travel ☐ Conference ☐ Official Business ☐ Professional Meeting ☒ Training (attach training form)

Destination San Antonio, Texas

☐ In-State ☐ Actual Expenses ☒ Out-of-State ☐ Per-Diem Expenses

This travel is ☐ Mandatory ☐ Not Mandatory

Departure Date/Time 10/10/2021
Return Date/Time 10/13/2021

Budget Line Item # 401-55-5600

Specific Purpose review updated 800 radio system for Lea County

Transportation ☒ County Vehicle ☐ Air ☐ Private Vehicle

This trip is necessary and beneficial to Lea County. Travel is requested by Lorenzo Velasquez
Department Head

Estimated Expenses

Transportation \$ _____
Lodging \$ 510.00
Parking \$ _____
Mileage \$ _____
Meals \$ _____
Registration \$ _____
Other \$ _____
Per-Diem \$ _____
TOTAL \$ 510

Actual Expenses Requested ☐

Actual expenses requested for lodging and requested, for reimbursement of actual meals expenses (Meal maximum of \$30.00 for In-State or \$45.00 for Out-of-State within a 24 hour period. Lodging over \$125 must be approved by the County Manager prior to and after return from travel.)

Justification _____

Advance Requested \$ _____ (maximum of 80% total estimate)

Travel:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____ Lea County Manager Date
Actual Expense Reimbursement:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____ Lea County Manager Date
Advance is:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____ Lea County Manager Date

Out-of-State Travel is: ☒ Approved ☐ Not Approved

Don Jackson 09/22/2022
Chair, LC Board of County Commissioners Date

09/22/2022 Lea County Resolution No. 22-SEP-205R