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**RESOLUTION NUMBER. 2018-03**

**Delegation of Authority to the County Manager for Disbursement of Vendor Checks**

**WHEREAS**, pursuant to NMSA 1978 Section 4-38-1 (1884) the powers of a county as a body politic and corporate shall be exercised by a board of county commissioners; and,

**WHEREAS**, NMSA 1978 Section 4-38-19 (B) (1973) provides that, “[a] board of county commissioners may employ and set the salary of a county manager to conduct the business of the county, to serve as personnel officer, fiscal director, budget officer, property custodian and to act generally as the administrative assistant to the board, aiding and assisting it in the exercise of its duties and responsibilities;” and,

**WHEREAS**, the Board of County Commissioners has determined that it is in the best financial interest of the County to authorize the Roosevelt County Manager to approve disbursement of signed vendor checks for monthly re-occurring utility and lease payments for County facilities and equipment, and re-occurring payments determined by contractual agreements that may otherwise incur late charges if said payments are not made in a timely manner; and,

**WHEREAS**, the Board of County of County Commissioners has determined that it is in the best financial interest of the County to authorize the Roosevelt County Manager to approve disbursement of signed vendor checks for re-occurring (semi-annual, annual, or other regularly scheduled cycle) debt service payment (principal, interest, and fees) that must be made in a timely manner. Such debt service payments are limited to General Obligation Bonds (GO Bonds) and the New Mexico Finance Authority (NMFA); and

**WHEREAS**, the vendor checks for contractual obligations, utilities, leases, debt service payments, and state agency disbursements, along with all other vendor checks, shall be brought before the Board of County Commissioners at a regularly scheduled meeting for review. The prior resolution 2017-03 adopted the 10th day of January, 2017 is hereby repealed.

**PASSED, APPROVED AND ADOPTED** on this 9th day of January, 2018 by the Roosevelt County Board of Commissioners in an open meeting in Portales, New Mexico.

**BODY OF COUNTY COMMISSIONERS  
ROOSEVELT COUNTY, NEW MEXICO**

ATTEST:

*Stephanie Hicks*  
DeAnn D. Searl, Roosevelt County Clerk

*Chief Deputy  
County  
Clerk*

*Dennis Lopez*  
Dennis Lopez – District I

*Matthew Hunton*  
Matthew Hunton – District II

*absent*  
Lewis (Shane) Lee – District III

*Gene Creighton*  
Gene Creighton – District IV

*Paul Grider*  
Paul Grider – District V

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Page: 1 of 1 Fee: 0  
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DeAnn D Searl, Roosevelt Co. Clk., Roosevelt, NM

