



**RESOLUTION NO. 2024-03**

**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), the New Mexico Finance Authority (NMFA), the New Mexico Environmental Department; 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 The prior resolution 2023-03 adopted the 10th day of January, 2023 is hereby repealed and replaced.



PASSED, APPROVED AND ADOPTED on this 9th day of January, 2024 by the Roosevelt County Board of Commissioners in an open meeting in Portales, New Mexico.

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

ATTEST:

*Mandi M. Park*

Mandi Park, Roosevelt County Clerk

*[Signature]*

Dennis Lopez – District I

Voted:  Yes  No  Abstained

*[Signature]*

Rodney Savage – District II

Voted:  Yes  No  Abstained

*[Signature]*

Roy Lee Criswell – District III

Voted:  Yes  No  Abstained

*[Signature]*

Tina Dixon – District IV

Voted:  Yes  No  Abstained

*[Signature]*

Paul Grider – District V

Voted:  Yes  No  Abstained



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