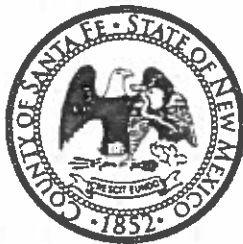


Henry P. Roybal
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

To: The Board of County Commission

From: Carole H. Jaramillo

Via: Katherine Miller

Date: April 29, 2015

Subject: Resolution No. 2015-___, A Resolution Authorizing The Donation Of Fixed Assets In Accordance With State Statute. (Finance/Carole H. Jaramillo)

ISSUE:

On an annual basis, department staff/elected officials are required to collect information related to inoperable or obsolete property and equipment of Santa Fe County in order to determine its eligibility for surplus.

BACKGROUND:

Santa Fe County follows the State of New Mexico statutory policies to donate surplus property and equipment pursuant to NMSA 1978, Section 13-6-2 (2007).

The Santa Fe County Sheriff's Office has submitted one (1) 2010 Ford Explorer (VIN 1FMEU7DE1AUA62909) for donation which has been replaced. Santa Fe County will donate this vehicle to Los Alamos County. Upon approval, the fixed asset will be removed and re-distributed by Santa Fe County to Los Alamos County.

REQUEST ACTION:

The Finance Division requests the Board's consideration and approval of the attached resolution to donate the personal property to Los Alamos County.

Upon approval of the resolution by the Board of County Commissioners, a copy of the Resolution will be submitted to the State Auditor's Office. The items will be released to Los Alamos County thirty days after notification to the State Auditor.

SANTA FE COUNTY
RESOLUTION NO. 2015-

**A RESOLUTION AUTHORIZING THE DISPOSITION OF FIXED ASSETS IN
ACCORDANCE WITH STATE STATUTE**

WHEREAS, Santa Fe County (County) desires to donate certain personal property identified in Exhibit A, attached; and

WHEREAS, Exhibit A details each item of personal property by department or office, tag number, description of fixed asset, serial number, reason for surplus, condition of fixed asset, location of fixed asset, and/or estimated value; and

WHEREAS, the Board of County Commissioners (BCC) hereby determines that (i) each item of personal property on Exhibit A is worn-out, unusable, or obsolete to the extent that the item is no longer economical or safe for continued use by the County and (ii) each item on Exhibit A has an estimated current resale value of five thousand dollars (\$5,000) or less.

NOW, THEREFORE, BE IT RESOLVED that the BCC (i) approves of the disposal of the personal property listed on Exhibit A, pursuant to NMSA 1978, Section 13-6-1 (2012), and (ii) directs that, to the extent feasible, the personal property shall be donated to the Los Alamos County, New Mexico Sheriff's Office and, if that it is not feasible, that it be disposed of as otherwise allowed by law.

PASSED, APPROVED, AND ADOPTED THIS _____th DAY OF MAY, 2015.

**BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY**

Robert A. Anaya, Chair

ATTEST:

Geraldine Salazar, County Clerk

APPROVED AS TO FORM:



Gregory S. Shaffer, County Attorney

EXHIBIT A

Robert A. Garcia
Sheriff
986-2455

ragarcia@santafecountynm.gov



Ron E. Madrid
Undersheriff
986-2455

rmadrid@santafecountynm.gov

35 Camino Justicia – Santa Fe, New Mexico 87508

MEMORANDUM

To: Santa Fe County Board of County Commissioners

Cc: Carole Jaramillo, Finance Director
Melissa Martinez, Accountant (Fixed Assets)

Fr: Undersheriff Ron Madrid 

Date: April 3, 2015

Re: Resolution 2015 - _____ A Resolution Requesting a Donation of Santa Fe County Vehicle, 2010 Ford Explorer, to Los Alamos County Sheriff's Office Who is Need of This Vehicle.

Issue:

The Santa Fe County Sheriff's Office is requesting BCC approval to proceed with donating a 2010 Ford Explorer to Los Alamos County Sheriff's Office.

Background:

The Sheriff's Office would like to transfer the following vehicle, including equipment, to Los Alamos County Sheriff's Office, so Sheriff Marco Lucero could use, who is need of a vehicle.

2010 Ford Explorer

- Black & White 4-Door SUV
- Equipment Included with transfer (graphics removed)
- VIN#: 1FMEU7DE1AUA62909
- SF County Unit#152, License Plate#G81152
- Mileage: 156,417

Sheriff Lucero, Los Alamos County, doesn't have funding to purchasing a vehicle and currently doesn't have a vehicle to use. The Sheriff's Office would like to transfer one of the vehicles that was going to be on our surplus list for our next auction. Therefore, would like to transfer the SUV to Los Alamos County Sheriff's Office.

Action Requested:

Enclosed is a copy of the transfer form for reference. If transfer is approved, will have the Los Alamos Sheriff sign for completion, will then work with Melissa Martinez, Accountant (Fixed Assets) in getting the vehicle transferred by means of donation to Los Alamos County Sheriff's Office.

Thank you in advance for your assistance.

SANTA FE COUNTY
ASSET TRANSFER/TRADE-IN FORM

TRANSFERRED FROM:

Department Santa Fe County Sheriff's Office Asset Location Sheriff's Office

Santa Fe County FA/IE Tag # or License Plate # G81152

Asset Description Black & White 4 Door SUV

Year 2010 Make Ford Model Explorer

Serial # (S/N) or Vehicle ID # (VIN) 1FMEU7DE1AUA62909

Transfer Trade In (Note: Attach quote/invoice w/ trade-in value)

Note Condition or Comments: Good Used - Transferred with all equipment, but without

Graphics (removed)

Department Director  Date 4-3-15
Signature

TRANSFERRED TO:

Department Los Alamos County Asset Location Sheriff's Office

Note Condition/Comments: Good Used

The undersigned employee(s) hereby states upon receipt of the transferred asset identified above the information is accurate to the best of his/her knowledge.

Received By: _____ Date _____

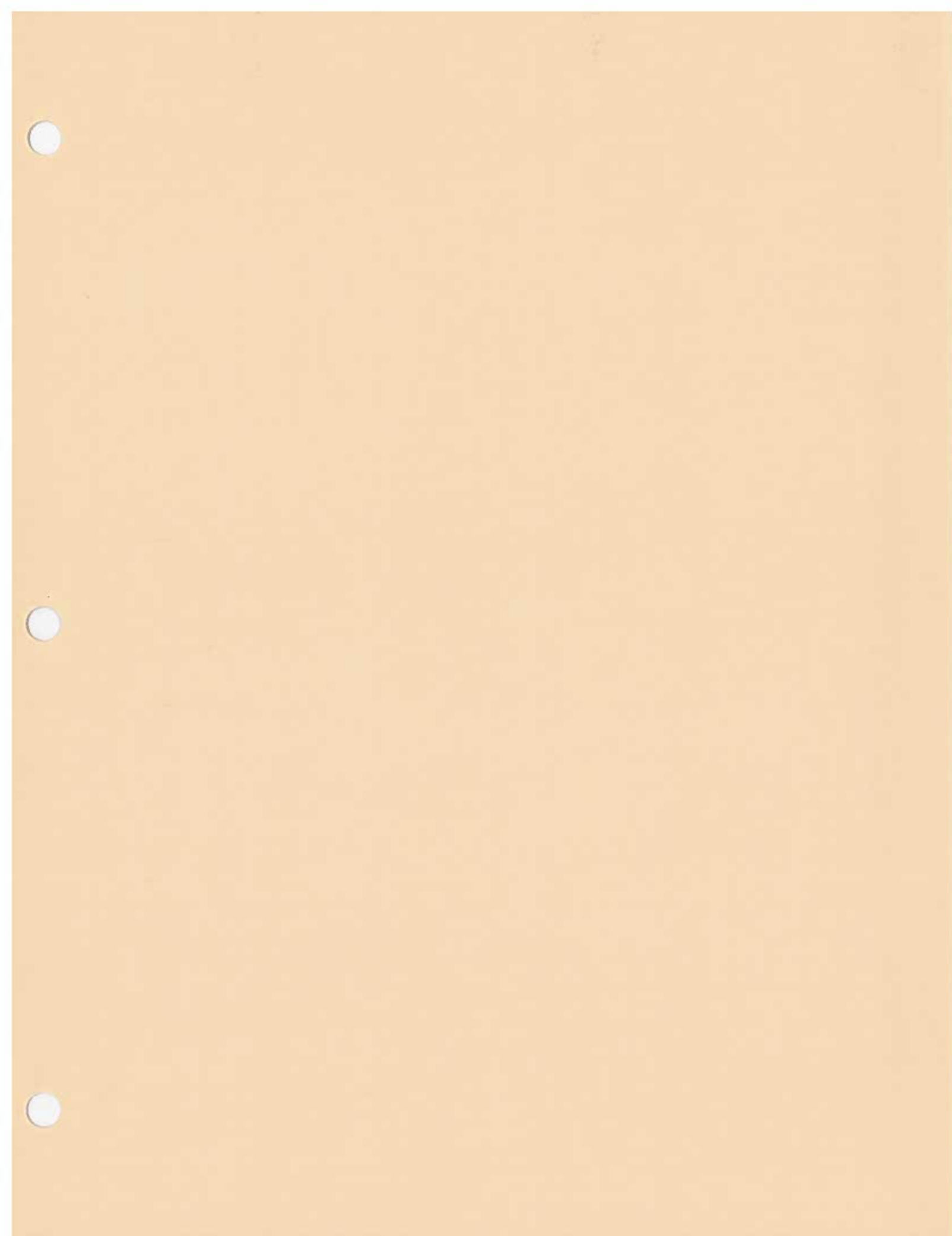
Department Director _____ Date _____
Signature

FORWARD COMPLETED FORM TO: FINANCE - Attn: Melissa Martinez

County Manager _____ Date _____ (Required for all vehicle transfers.)

Finance Use Only:
Date Received _____ Received By _____

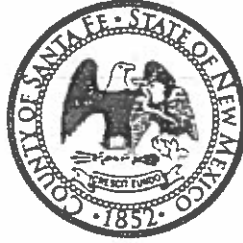
Entered FA By _____ Date _____ Asset Value \$ _____



Henry P. Roybal
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

To: The Board of County Commission

From: Carole H. Jaramillo

Via: Katherine Miller

Date: April 9, 2015

Subject: Resolution No. 2015-___, A Resolution Authorizing The Donation Of Fixed Assets In Accordance With State Statute. (Finance/Carole H. Jaramillo)

ISSUE:

On an annual basis, department staff/elected officials are required to collect information related to inoperable or obsolete property and equipment of Santa Fe County in order to determine its eligibility for surplus.

BACKGROUND:

Santa Fe County follows the State of New Mexico statutory policies to donate surplus property and equipment pursuant to NMSA 1978, Section 13-6-2 (2007).

The Santa Fe County Clerk's Office has submitted six (6) Fire Proof File Cabinets for donation that are obsolete. Santa Fe County will donate these items to Otero County (2), Sierra County (2), and Roosevelt County (2). Upon approval, the fixed assets will be removed and re-distributed by Santa Fe County to Otero County, Sierra County, and Roosevelt County.

REQUEST ACTION:

The Finance Division requests the Board's consideration and approval of the attached resolution to donate the personal property to Otero County, Sierra County, and Roosevelt County.

Upon approval of the resolution by the Board of County Commissioners, a copy of the Resolution will be submitted to the State Auditor's Office. The items will be released to Otero County, Sierra County, and Roosevelt County thirty days after notification to the State Auditor.

SANTA FE COUNTY
RESOLUTION NO. 2015-

**A RESOLUTION AUTHORIZING THE DISPOSITION OF FIXED ASSETS IN
ACCORDANCE WITH STATE STATUTE**

WHEREAS, Santa Fe County (County) desires to donate certain personal property identified in Exhibit A, attached; and

WHEREAS, Exhibit A details each item of personal property by department or office, tag number, description of fixed asset, serial number, reason for surplus, condition of fixed asset, location of fixed asset, and/or estimated value; and

WHEREAS, the Board of County Commissioners (BCC) hereby determines that (i) each item of personal property on Exhibit A is worn-out, unusable, or obsolete to the extent that the item is no longer economical or safe for continued use by the County and (ii) each item on Exhibit A has an estimated current resale value of five thousand dollars (\$5,000) or less.

NOW, THEREFORE, BE IT RESOLVED that the BCC (i) approves of the disposal of the personal property listed on Exhibit A, pursuant to NMSA 1978, Section 13-6-1 (2012), and (ii) directs that, to the extent feasible, the personal property shall be donated to Otero County, Sierra County, and/or Roosevelt County and, if that it is not feasible, that it be disposed of as otherwise allowed by law.

PASSED, APPROVED, AND ADOPTED THIS 12th DAY OF MAY, 2015.

**BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY**

Robert A. Anaya, Chair

ATTEST:

Geraldine Salazar, County Clerk

APPROVED AS TO FORM:



Gregory S. Shaffer, County Attorney



SANTA FE COUNTY CLERK'S OFFICE

M E M O R A N D U M

DATE: April 2, 2015

TO: Santa Fe County Board of County Commissioners

FROM: Geraldine Salazar, Santa Fe County Clerk

Cc: Theresa Martinez, Santa Fe County Finance Department Director
Eric Barraza, Acting BOE Chief Deputy Clerk
Melissa Martinez, Accountant/Fixed Assets
Jorge Lopez, Election Administration Specialist Sr. (Fixed Assets)

SUBJECT: Donation of (6) "Fire Proof" file cabinets, (2) to Otero County,
(2) to Sierra County, (2) to Roosevelt County.

We are requesting BCC approval to proceed with donating surplus inventory of six (6) "fire proof" file cabinets, to Otero County (2), to Sierra County (2), and to Roosevelt County (2).

Please note, the fixed asset numbers and/or serial numbers are as follows:

4052088, FA 18242, FA 017942, FA 015911, FA 015285, and FA 015286.

The condition of this equipment is good with an estimated depreciated value of \$1,400.00.

We have worked with Santa Fe County's Finance Department and followed county procedure to appropriately transfer this surplus inventory by means of donation to Otero County, Sierra County and Roosevelt County and we are now prepared to transfer this property after BCC approval.

Thank you in advance for your assistance.

