

**NO PACKET MATERIAL
FOR THIS ITEM**



Memo

To: Santa Fe Board of County Commissioners
Through: Teresa Martinez, Finance Division Director
From: Gisele "Gigi" Gonzales, Employee Development
Date: July 17, 2012
Re: Degree Recognition of Maricela Quintana and Melanie Ramirez

I am requesting your approval to recognize Melanie Ramirez and Maricela Quintana from the Finance Division. They have both attained their second Associates Degree from the Santa Fe Community College through the College for Working Adults.

Thank you



Memo

To: Santa Fe Board of County Commissioners
Through: Gisele Gonzales, Employee Development Program Specialist
From: David Sperling, Fire Chief
Date: July 6, 2012
Re: Retirement/ Shane Todd, Battalion Chief

I am requesting your approval to recognize Shane Todd upon his retirement at the BCC meeting on July 31st, 2012. Mr Todd has been employed with Santa Fe County since September 25th, 1989.

Thank you



Memo

To: Santa Fe Board of County Commissioners
Through: Adam Leigland, Public Works Department Director
From: Gisele "Gigi" Gonzales, Employee Development
Date: July 10, 2012
Re: Employee of the Quarter 2nd Quarter of 2012

I am requesting your approval to recognize William Andy Winn. He has been nominated and chosen as Employee of the Quarter for the second quarter of 2012.

**NO PACKET MATERIAL
FOR THIS ITEM**



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

06/26/2012

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Santa Fe County** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Helen M. Perraglio, CPA, Accounting Oversight & Financial Reporting Manager

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

June 26, 2012

Helen M. Perraglio, CPA
Accounting Oversight & Financial Reporting Manager
Santa Fe County
PO Box 276
Santa Fe NM87504-0276

Dear Ms. Perraglio:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2011, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. As the designated individual we have enclosed your AFRA.

Your Certificate of Achievement plaque will be shipped to you under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by December 31, 2012.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith (dsmith@gfoa.org or (312) 578-5454).

Sincerely,
Government Finance Officers Association

A handwritten signature in cursive script that reads "Stephen J. Gauthier". The signature is written in dark ink and is positioned below the typed name of the sender.

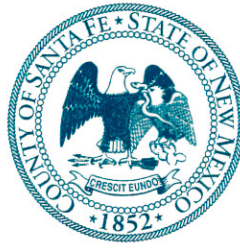
Stephen J. Gauthier, Director
Technical Services Center

SJG/ds

Daniel "Danny" Mayfield
Commissioner, District 1

Virginia Vigil
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: July 24, 2012

TO: Santa Fe Board of County Commissioners

FR:  Rita B. Maes, Constituent Services Liaison on behalf of Commissioner Virginia Vigil

RE: Proclamation in honor of *Santera* Arlene Cisneros Sena

Commissioner Vigil is proud to sponsor a proclamation honoring locally famed *Santera* Arlene Cisneros Sena for her Master's Award for Lifetime Achievement. The Lifetime Achievement Award honors individuals who are recognized as leaders in art form and whose contributions are culturally enriching.

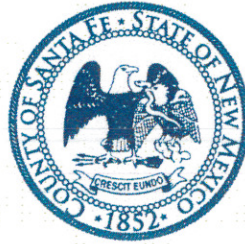
Arlene's work is seen in various churches, chapels and cathedrals, as well as museum collections. One of her pieces was recently added to the Vatican's Collection in Rome.

She has participated in Spanish Market for 20 years and has received many local awards including the Governor's Award for Excellence in the Arts in 2010 and the People's Choice Award in 2011.

Daniel "Danny" Mayfield
Commissioner, District 1

Virgina Vigil
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

Memorandum

Date: July 31, 2012
To: Board of County Commissioners
From: Penny Ellis-Green, Assistant County Manager
Subject: Appointment of Alternate Member to the Santa Fe County Valuation Protest Board

The Valuation Protest Board consists of volunteers appointed by the Board of County Commissioners (BCC) to hear property tax valuation protests.

The Board consists of two members and two alternates; one member and one alternate must demonstrate experience in the field of valuation property, the other member and alternate do not need this experience.

Members shall not be employed by the State, a political subdivision, or a school district, shall not hold an elective public office, and must be registered to vote in Santa Fe County.

On August 30, 2011 the BCC appointed two members and two alternates to serve the term of August 30, 2011 for 2 year term expiring August 30, 2013.

In June, Mr. Honorio Andres, the Alternate Member for the position not requiring experience resigned from the Board. The Alternate Board Member not requiring experience will serve the remaining term of the position from July 31, 2012 to August 30, 2013.

Staff advertised for interested applicants and has received the following names to fill the Alternate Member position not requiring experience:

Name: Richard H. Rogers
Commission District: 5

Name: Judge Rodger L. Copple
Commission District: 1

Name: Eric S. Valdez
Commission District: 1

Name: Marcos P. Trujillo
Commission District: 1

RECOMMENDATION:

The applicants meet the requirements of the Statute and do not appear to have a conflict of interest. Having conducted phone interviews with the applicants and discussed experience, availability for the Board schedule and geographic representation, staff recommends the following appointments to serve the remaining term to August 30, 2013:

Marcos P. Trujillo

ATTACHMENTS:

Applicant resumes

Lisa A. Roybal

Subject: FW: Valuation Protest Board Member Application
Attachments: RICHARD H.doc; ATT00001..htm

From: Richard H. Rogers [<mailto:richard@sunmonthly.com>]
Sent: Friday, June 15, 2012 9:30 AM
To: Penny Ellis-Green
Subject: Valuation Protest Board Member Application

Greetings Penny,

I am submitting my application to serve as an alternate member of the County Valuation Protest Board. I enclose my resume with my background and qualifications.

You will notice that I practiced real estate and construction law in Illinois and Ohio for 45 years. In the 1980's I managed the worlds largest civil engineering project in Libya. I served on and was chairman of a municipal zoning commission for 22 years.

In 2008 I moved to Santa Fe and purchased 'Sun Monthly' magazine which I have renamed "Santa Fe Monthly". We distribute 15,000 copies each month.

I am eager for a personal interview. Thanks.

Richard H. Rogers

**RICHARD H. ROGERS
7 AVENIDA VISTA GRANDE ST B-7
SANTA FE, N. M. 87508
(505) 466-4661**

A totally experienced executive-entrepreneur-attorney offering hands on, highly profitable, in depth business management experience, major project management, multi-state litigation and international business legal skills.

Accomplishments:

- 1. Corporate legal counsel pursuing and defending litigation, a positive approach and finding ways to accomplish management objectives.**
- 2. President, International Division, managing a \$3.3 billion dollar international construction business worldwide on a very profitable basis.**
- 3. Founder and President of an international, entrepreneurial business law firm advising domestic and international clients, and handling litigation on a multi-state basis.**
- 4. Publisher, Executive Editor of Santa Fe Sun Monthly a monthly cultural, literary magazine awarded "Best Monthly Magazine in New Mexico in 2009."**

Career:

- 1. Corporate Counsel, Brunswick Corp., Chicago, Illinois, international sports equipment manufacturer. 1966-1971**
- 2. Corporate Counsel, A. Epstein & Sons, Inc., Chicago, Illinois, international engineers and contractors. 1971-1974**
- 3. Vice President and General Counsel, Price Brothers Company, Dayton, Ohio, international contractors 1974-1989**
- 4. President, International Division, Price Brothers Company, Dayton, Ohio, international contractors. 1981-1989**
- 5. President, Managing Partner, Richard H. Rogers & Assoc., LPA international business attorneys. 1989-2007**
- 6. President, Publisher, Executive Editor, Viva Santa Fe Ltd.,**

Publisher of Santa Fe Sun Monthly, Santa Fe, NM 2008-Present

Education:

- 1. Miami University, Oxford, Ohio, 1961, BS in Business Administration
(Marketing)**
- 2. Duke University, Durham, North Carolina, 1964 JD**

JUDGE ROGER L. COPPLE (Ret.)
ALTERNATIVE DISPUTE RESOLUTION
TELEPHONE: 505-955-0701

FAX: 505-955-0702

P. O. BOX 1087
SANTA FE, NM 87504-1087
EMAIL: rlcopples@g.com

June 21, 2012

Santa Fe County Manager's Office
P. O. Box 276
Santa Fe, NM 87504-0276

RE: VACANCY - COUNTY VALUATION PROTEST BOARD

This letter and the attached resume is evidence of my interest in and qualifications for appointment to fill the captioned vacancy.

I am registered to and vote. I will neither seek nor hold any elective public office. I am not, nor will I be employed by any city, county, district or state political entity.

My retirement (Ret.) from the practice of law and inactive status of my licenses has not prevented me from working for non-profit, tax-exempt entities which benefit others. These entities are not involved in property valuations for any purpose except the estate or gift tax liabilities of others.

I am familiar with and have used the "Information Pamphlet For Protesting Property Owners" and the statutes, regulations, rules and procedures which are mentioned in it. As an attorney, arbitrator, mediator and district court judge I have experienced working alone and with others in setting, conducting and controlling hearings, and promptly rendering decision for the benefit of the parties.

It is my desire to continue to do work which will be of benefit to our government and the public.

Sincerely,


Roger L. Copple

ROGER L. COPPLE

**P. O. BOX 1087
SANTA FE, NM 87504-1087**

Telephone: 505-955-0701

FAX: 505-955-0702

E-Mail: rlcopple@q.com

AREAS OF INTEREST: Arbitrator, Hearing Officer, Mediator, Settlement Facilitator, Special Master, Substitute Judge at all civil trial and appellate levels.

BAR MEMBERSHIPS: American Bar Association, State Bar of New Mexico and State Bar of Texas

COURT ADMISSIONS/LICENSE: Supreme Court of the United States of America
United States Court of Appeals for the Tenth Circuit
United States District Court for the District of New Mexico
Supreme Court of the State of New Mexico
Supreme Court of the State of Texas

Have appeared at many levels in all state and US courts except US Supreme Court

EDUCATION: University of Colorado and University of New Mexico, Bachelor of Science
Southern Methodist University, School of Law, Bachelor of Laws (Honor Society)
The National Judicial College, Reno, NV, General Jurisdiction

GOVERNMENT POSITIONS: District Court Judge, First Judicial District
Assistant United States Attorney, District of New Mexico
Civil Division, Asset Forfeiture
Special Assistant Attorney General, New Mexico Oil and Gas
Accounting Commission

PRIVATE PRACTICE IN NEW MEXICO: At offices in Albuquerque, Roswell and Santa Fe.

REPRESENTATIVE CLIENTS - PRACTICE:

(A) Government: Civil bench; asset forfeiture; statutory accounting and payment.

(B) Private: Banking; business and tax exempt entities - corporate, partnership, sole/private and public; civil insurance defense; farm and ranch - acquisition, finance and operation; oil and gas; real estate; water - private and public rights and use.

RETIRED - SPECIAL PAST POSITIONS/SERVICES:

State Bar of New Mexico - State Bar - Fee Arbitration Panel; First Judicial District Court - Settlement Conference; Federal Energy Management Agency - Arbitrator.
Supreme Court of New Mexico - Disciplinary Board; State Bar of New Mexico - Commission on Professionalism.

Local and State Bar - Committees, offices and positions; American Arbitration Association; Civic/Municipal offices and positions; Church and club positions and services.

(C) CAN TRAVEL. Married and wife (GCA & SFGC judge) also travels.
Adult children live out of state.

Eric Sef Valdez

Accomplished general contractor with extensive, progressive experience who has gained valuable knowledge from positions that included development of small subdivisions, land transfers, truck driver, heavy equipment operator, maintenance technician, foreman, salesman, excavator, superintendent, and business owner.

Summary of skills and qualifications

- Known for integrity and high quality results – repeatedly win business and develop a loyal customer base for providing excellent work.
- Verifiable reputation for consistently completing all projects on time and within budget – personally manage and coordinate necessary manpower, materials and equipment, and provide daily supervision of progress.
- Straight forward manager who oversees crews of productive and loyal workers – maintain low turnover by expecting workers to productively work for their money and by treating all workers fair.
- Expert in using time and cost saving methods, and latest equipment – resourceful in developing construction methods that are efficient and cost-effective, and in maintaining up to date equipment.
- Able to operate a construction company – oversee all aspects of the business including general office administration, finance and budgeting, hiring and firing, and supervision of up to 13 employees, and subcontractors and personnel. Purchase capital equipment and raw materials. Work with local, state and federal officials to ensure regulatory compliance.

Professional Experience

7-2-03— present

*Kokopelli general
contractors*

Santa fe, New Mexico

Vice President – Oversee all projects and employees. Built over twenty custom homes and two commercial buildings between 8-20-03 to 3-31-12.

- New Site Development – Head up site development, small subdivision developments, transfer/sale vacant raw land, land development, supervise all phases of new construction, layout, excavation, trenching, foundation, framing, insulation, sheet rocking, tape/texture, painting interior/exterior plastering, tiling, roofing, wood working, hanging windows and doors, evaluate Kokopelli General Konstruction’s custom homes with real estate companies to set up pricing in a competitive sales market.
- Operate all heavy equipment and tools.
- All building is kept “in-house” at each project form excavation until the new owners move in.

- Responsible for all warranty work and after hours calls after the homes are completed.
- Bid, estimate, apply for permits, meet and respond to all inspectors and inspections.
- Work with electrical and mechanical sub-contractors.

6-15-1998— 1-31-03

Kokopelli Konstruction

Santa fe, New Mexico

Foreman

- Responsible for employees, tools, equipment, and work performed on all jobsites.

Education

Graduate of Santa Fe High School
June 2001

Certifications

7-02-03

General Contractor lic.

Santa fe, New Mexico

- GB 98 Certificate # 103142
- 6-15-11 2011 Pipeline Emergency Response and Damage Prevention Training Program
- 9-13-11 American Red Cross Adult & child CPR/AED

MARCOS P. TRUJILLO
28 Arroyo Elfego Gomez
El Rancho, New Mexico 87506

H (505) 455-7778

C (505) 920-0964

June 26, 2012

Board of Santa Fe County Commissioners
102 Grant Avenue
Santa Fe, New Mexico 87501
Attn: Penny Ellis-Green, Asst. County Manager

Dear Members of the Board of Santa Fe County Commissioners:

My name is Marcos P. Trujillo. I am a resident of El Rancho, New Mexico in northern Santa Fe County in district one.

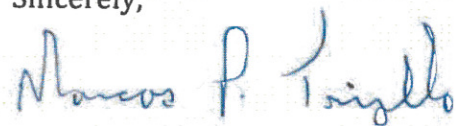
Submitted for your review and consideration for appointment to the Santa Fe County Valuation Protest Board is my Letter of Interest, which contains my Summary of Experience (resume) and additional applicable forms (as attachments).

I am a retired employee of Los Alamos National Laboratories, where I worked as a Human Resources professional for 21 years before retiring. Prior to that, I worked as a civil rights investigator and fact finder for the New Mexico Human Rights Commission. Additionally, early on in my professional career, I also worked for Santa Fe County for two years as an employee in the Land Use Department. In 1994 and 1998 respectively, I was elected and re-elected by voters of Santa Fe County district one to serve as their Santa Fe County Commissioner.

I believe my overall experience as an employee of federal, state and local governments and as a previous county commissioner and policy maker provides me unique insight and experience as to the needs of the community and public as a whole. I believe I would be a valuable asset on the county's Valuation Protest Board and would contribute positively as a member of this important committee.

If you have any questions, please do not hesitate contacting me. Your consideration is most appreciated.

Sincerely,



Marcos P. Trujillo

Daniel "Danny" Mayfield
Commissioner, District 1

Virginia Vigil
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: Board of County Commissioners

From: Teresa Martinez, Finance Director 

Through: Katherine Miller

Date: July 31, 2012

RE: ***A Resolution to make a transfer from the General Fund to the Special Appropriations Fund in the amount of \$47,939***

ISSUE

The Finance Division is seeking approval to transfer funds from the General Fund (101) to the State Special Appropriations Fund (318) in the amount of \$47,939 in order to adjust the funds' revenue amounts.

BACKGROUND

This Resolution will adjust the revenue of the Special Appropriations Fund to accurately reflect the grant funds received. The project expenses for these grants were correctly expended from the Special Appropriations Fund but the offsetting revenue was inadvertently received to the General Fund. The General Fund revenue was thus, overstated, while the Special Appropriations Fund revenue was understated. This Resolution will address both issues.

RECOMMENDATION

The Finance Division recommends that the transfer from the General Fund to the Special Appropriations Fund be approved.

SANTA FE COUNTY

RESOLUTION 2012 - _____

A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on July 31, 2012, did request the following budget adjustment:

Department / Division: CMO/Finance Fund Name: General Fund/Special Appropriations

Budget Adjustment Type: Increase Fiscal Year: 2012 (July 1, 2011 - June 30, 2012)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
101	0000	385	0200	General Fund - Budgeted Cash	\$47,939	
318	0789	385	0600	Special Appropriations - Budgeted Cash		\$47,939
318	0000	390	0101	Special Appropriation - Transfer In	\$47,939	
TOTAL (if SUBTOTAL, check here)					\$95,878	\$47,939

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
101	0000	490	0318	General Fund - Transfers Out	\$47,939	
TOTAL (if SUBTOTAL, check here)					\$47,939	

Requesting Department Approval: Carole Jaramillo Title: Budget Administrator Date: 7/19/12

Finance Department Approval: *Sharon Martinez* Date: 7/19/12 Entered by: _____ Date: _____

County Manager Approval: _____ Date: _____ Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Carole Jaramillo Dept/Div: CMO/Finance Phone No.: 986-6321

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 1) Please summarize the request and its purpose.
 This Resolution will adjust the Fund budget in the Special Appropriations Fund to correct errors that were discovered in revenue accounts within the special appropriations fund which occurred in previous fiscal years. This is a "housekeeping" activity that will ensure correct balances in the Special Appropriations fund going forward.

a) Employee Actions

Line Item	Action (Add/Delete Position, Reclass, Overtime)	Position Type (permanent, term)	Position Title

b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount

- 2) Is the budget action for RECURRING expense _____ or for NON-RECURRING (one-time only) expense X _____

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Carole Jaramillo Dept/Div: CMO/Finance Phone No.: 986-6321

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
 - a) If this is a state special appropriation, YES NO
If YES, cite statute and attach a copy.
Budgeted cash in the General Fund and the Special Appropriations Fund
 - b) Does this include state or federal funds? YES NO
If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget.
 - c) Is this request is a result of Commission action? YES NO
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
 - d) Please identify other funding sources used to match this request.

SANTA FE COUNTY
RESOLUTION 2012 - _____

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This 31st Day of July, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Chairperson

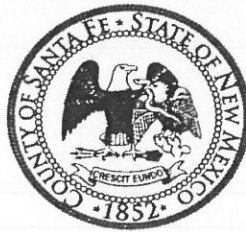
ATTEST:

Valerie Espinoza, County Clerk

Daniel "Danny" Mayfield
Commissioner, District 1

Virginia Vigil
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

Date: July 2, 2012

To: Board of County Commissioners

Cc: Katherine Miller, County Manager

From: Teresa Martinez, Finance Director *TM*

Re: A Resolution for Disposal of Personal Property

BACKGROUND

Each Santa Fe County Department/Division/Office participates in the process to review damaged, broken, or obsolete fixed assets inventory to determine whether assets are usable, safe for continued use, or if the cost to repair the item would be excessive. Santa Fe County follows the State of New Mexico statutory policies to dispose of personal property and equipment pursuant to NMSA 1978, Section 13-6-1 (2007).

ISSUE

The Santa Fe County Sheriff's Office has submitted two Sheriff's Office vehicles for donation that are decommissioned. Santa Fe County Sheriff's Office will donate these items to The Office of the District Attorney, Thirteenth Judicial District. Upon approval, the attached vehicles will be removed and re-distributed by Santa Fe County Sheriff's Office to The Office of the District Attorney, Thirteenth Judicial District.

REQUESTED ACTION

The Resolution is submitted to the Board of County Commissioners for approval. Upon approval 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 The Office of the District Attorney, Thirteenth Judicial District thirty days after notification to the State Auditor.

SANTA FE COUNTY

RESOLUTION NO. 2012-

A RESOLUTION AUTHORIZING DISPOSAL OF PERSONAL PROPERTY

WHEREAS, Santa Fe County desires to dispose of multiple items of personal property listed and identified in Exhibit A, attached;

WHEREAS, Exhibit A details each item of personal property of Santa Fe County by property tag number and asset description;

WHEREAS, each item of personal property on Exhibit A has a current resale value of less than \$5000; and

WHEREAS, the items of personal property on Exhibit A are unusable or obsolete.

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Santa Fe County hereby approves the disposal and sale of personal property listed on Exhibit A pursuant to NMSA 1978, Section 13-6-1.

APPROVED, ADOPTED AND PASSED this 31st day of July 2012.

BOARD OF COUNTY COMMISSIONERS

Liz Stefanics, Chairperson

Attest:

Valerie Espinoza, County Clerk

Approved As To Form:



Stephen C. Ross, County Attorney

SANTA FE COUNTY
ASSET DISPOSITION / TRANSFER FORM

Note Disposition of Asset: Transfer, Trade-In, Surplus, Destroyed, Other

Part I FROM

Santa Fe County Tag/Assigned # or License Plate # FHM 794 (Plate will BE REMOVED)

Asset Description Unit 116

Year 2004 Make CHEVY Model Impala

Serial # or Vehicle ID # (VIN) 2G1WF52K649273937

Transfer Trade In (Note: Attach invoice w/ trade-in value) Other (Note reason - surplus, destroyed, obsolete etc)
(Surplus vehicles need V/M approval)

Note Condition or Comments : Fair

Milage 130,771 Value \$4,581⁰⁰ (Kob 7/2/12)

Department Sheriff Asset Location Public Safety

Department Director [Signature] Date 6-21-12
Signature

Part II TRANSFERRED TO

Department 13th JUDICIAL DISTRICT Asset Location _____

Note Condition/Comments: Fair

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 CHARLES NUÑEZ Date _____

Department Director _____ Date _____
Signature

FORWARD COMPLETED FORM TO: FINANCE/ FIXED ASSETS

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

Finance Use Only:
Date Received _____ Received By _____
Entered FA By _____ Date _____ Asset Value \$ _____

SANTA FE COUNTY
ASSET DISPOSITION / TRANSFER FORM

Note Disposition of Asset: Transfer, Trade-In, Surplus, Destroyed, Other

Part I FROM

Santa Fe County Tag/Assigned # or License Plate # 8060 NJA (Plate will be removed)

Asset Description Unit 97

Year 2004 Make DODGE Model DURANGO

Serial # or Vehicle ID # (VIN) 1D4HB48D84F193161

Transfer Trade In (Note: Attach invoice w/ trade-in value) Other (Note reason - surplus, destroyed, obsolete etc)
(Surplus vehicles need V/M approval)

Note Condition or Comments : Fair

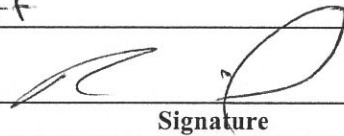
Mileage 180,272

Value 4126⁰⁰ (Klob 7/2/12)

Department Sheriff

Asset Location Public Safety

Department Director _____


Signature

Date 6-21-12

Part II TRANSFERRED TO

Department 13th Judicial District Asset Location _____

Note Condition/Comments: Fair

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 CHARLES NUANES Date _____

Department Director _____ Date _____
Signature

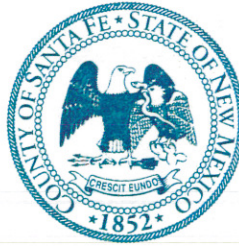
FORWARD COMPLETED FORM TO: FINANCE/ FIXED ASSETS

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

Finance Use Only:

Date Received _____ Received By _____

Entered FA By _____ Date _____ Asset Value \$ _____



**BCC CASE # MIS 10-5151
THE DOWNS AT SANTA FE MASTER PLAN EXTENSION
THE PUEBLO OF POJOAQUE DEVELOPMENT CORPORATION,
APPLICANT**

ORDER

THIS MATTER came before the Board of County Commissioners (hereinafter referred to as “the BCC”) for hearing on May 8, 2012, on the Application of the Pueblo of Pojoaque Development Corporation (hereinafter referred to as “the Applicant”), for an extension of an existing Master Plan for the Downs at Santa Fe. The BCC, having reviewed the Application, supplemental materials, Staff report and having conducted a public hearing on the request, finds that the Application is well-taken and should be granted, and makes the following findings of fact and conclusions of law:

1. On August 14, 2001, the Board of County Commissioners granted Master Plan Approval to allow recreational/non-residential uses at the Downs at Santa Fe on 321 acres.
2. On November 9, 2004, the BCC granted approval of a Preliminary Development Plan for Phase I, subject to conditions, and Final Development Plan to be approved administratively.
3. On April 13, 2010, the Board of County Commissioners granted a request made by the Pueblo of Pojoaque Development Corporation for a two year time extension of the existing Master Plan for the Downs at Santa Fe.
4. The Applicant requests a two-year time extension of its existing Master Plan.

5. The property is located within the La Cienega Traditional Historic Community, at 27475 I-25 West Frontage Road, within Sections 26 & 27, Township 16 North, Range 8 East (Commission District 3).
6. Master plan approvals may be renewed and extended for additional two year periods by the BCC at the request of the developer.
7. The existing Master Plan meets the Code criteria set forth in Article V, Section 5.2.4, (Master Plan Approval).
8. The Application meets the Code criteria set forth in Article V, Section 5.2.7, (Expiration of Master Plan).
9. The local community supports the possible future use and growth of the Downs.
10. Janna Werner representing the Applicant spoke in favor of the Application.
11. Carl Dickens, President of the La Cienega Valle Association, J.J. Gonzales and Armando Jurado spoke in favor of the Application.
12. After conducting a public hearing on the request and having heard from the Applicant and public, the Board of County Commissioners hereby approves the request for a two year time extension of the existing Master Plan.

IT IS THEREFORE ORDERED that the Application is approved, and the Applicant is allowed a two year time extension of the existing Master Plan.

I certify that the Application was approved by the Board of County Commissioners on this _____ day of _____, 2012.

The Board of County Commissioners of Santa Fe County

By: _____
BCC Chairperson

ATTEST:

Valerie Espinoza, County Clerk

APPROVED AS TO FORM:



Stephen C. Ross, County Attorney

DRAFT

District, designates Lot C-1 as an employment center zone which allows for wholesale distribution as a special use. A special use is a use allowed in the approved master plan.

The applicant requests approval of a spirituous liquor and wine wholesaler liquor license, a wholesale license to allow the applicant to warehouse and distribute spirituous liquor and wine wholesale. The State Alcohol and Gaming Division granted preliminary approval of this request in accordance with Section 60-6-B-4 NMSA of the Liquor Control Act. Legal notice of this request has been published in the newspaper. The Board of County Commissioners is required to conduct a public hearing on the request to grant a spirituous liquor and wine wholesaler liquor license at this location.

Growth Management staff has reviewed this project for compliance with pertinent code requirements and finds the following facts to support this submittal. Ordinance 2000-12, Community College District designates Lot C-1 as an employment center zone which allows for wholesale distribution as a special use. The Board of County Commissioners approved the Thornburg property master plan which allows wholesale distribution of spirituous liquor and wine. The applicant has met the State of New Mexico requirements for noticing, distance from schools and churches. Staff's recommendation is approval of a spirituous liquor and wine wholesaler liquor license to be located at 17 Bisbee Court. Madam Chair, I stand for any questions.

CHAIR STEFANICS: Thank you very much. We're going to move right to public hearing. This is a public hearing. Is there anyone here to speak on behalf of or against this approval? Is there anyone who'd like to speak? Would you as the applicant like to come forward? Right now, you're seeing no opposition, no anything. Is there anybody here to speak? Okay. The public hearing is closed. Commissioners, are there any questions before I move for approval?

I would move BCC Case #MIS 12-5100 for approval.

COMMISSIONER MAYFIELD: Second, Madam Chair.

CHAIR STEFANICS: There's a motion and a second.

The motion passed by unanimous [3-0] voice vote. [Commissioners Holian and Vigil were not present for this action.]

- XV. A. 2. **BCC Case # MIS 10-5151 the Downs at Santa Fe Master Plan Extension.** The Pueblo of Pojoaque Development Corporation, Applicant, Requests a Two-Year Time Extension, of a Previously Approved Master Plan, for the Downs at Santa Fe. The Property is Located within the La Cienega Traditional Historic Community, at 27475 I-25 West Frontage Road, within Sections 26 & 27, Township 16 North, Range 8 East (Commission District 3) Jose E. Larrañaga, Case Manager

MR. LARRAÑAGA: Thank you, Madam Chair. The Pueblo of Pojoaque Development Corporation, applicant, requests a two-year time extension, of a previously approved master plan, for the Downs at Santa Fe. The property is located within the La

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Cienega Traditional Historic Community, at 27475 I-25 West Frontage Road, within Sections 26 & 27, Township 16 North, Range 8 East, Commission District 3.

On August 13, 2001 the Board of County Commissioners granted master plan approval to allow recreational non-residential uses at the Downs at Santa Fe on 321 acres. On July 14, 2004 the BCC granted approval of reconsideration and clarification to conditions of the previously approved master plan. On November 9, 2004 the BCC granted approval of a preliminary development plan for phase 1, subject to conditions and final development plan to be approved administratively.

On April 13, 2010 the Board of County Commissioners granted a request made by the Pueblo of Pojoaque Development Corporation for a two-year time extension of an existing master plan for the Downs at Santa Fe. The applicant requests a two-year time extension of the existing master plan for the Downs at Santa Fe which was originally approved in 2001. The applicant states that representatives of the Downs are working with the La Cienega/La Cieneguilla Planning Committee and the Santa Fe County Planning Department on a community plan update to develop options for the use of the Downs property.

Article V, Section 1.2.1.d states a master plan is comprehensive in establishing a scope of a project yet is less detailed than a development plan. It provides a means for the County Development Review Committee and the Board to review projects and the subdivider to obtain concept approval for proposed development without the necessity of expending large sums of money for the submittals required for preliminary and final plat approval.

Article V, Section 5.2.7.b states master plan approvals may be renewed and extended for additional two-year periods by the Board at the request of the developer.

Growth Management staff has reviewed this project for compliance with pertinent code requirements and finds the following facts to support this submittal: the application meets code criteria to allow a two-year extension of the master plan. The existing master plan meets the criteria as set forth in Article V, Section 5.2.4; the application meets the criteria set forth in Article V, Section 5.2.7.

Staff recommendation: Staff recommends approval of a two-year time extension for the existing master plan for the Downs at Santa Fe. Madam Chair, I stand for any questions.

COMMISSIONER ANAYA: Madam Chair.

CHAIR STEFANICS: Thank you. Questions for staff?

COMMISSIONER ANAYA: Madam Chair, Mr. Larranaga, has the Pueblo been working closely with the Village of La Cienega and staff and other community members on this particular issue?

MR. LARRAÑAGA: Madam Chair, Commissioner Anaya, yes. They have representatives as stated in the summary working with the planning group and with our planning staff as far as making that area, Los Pinos and the Downs – what they're going to do on the Downs property and the Los Pinos area, maybe changing it into a mixed use and working on that plan to incorporate it into the Sustainable Land Development Code.

COMMISSIONER ANAYA: Okay. Thank you, Madam Chair.

CHAIR STEFANICS: Thank you. Is the applicant here? Commissioner Mayfield, did you have a question from staff?

COMMISSIONER MAYFIELD: Madam Chair, I'll hear from the applicant first.

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CHAIR STEFANICS: Okay. So let's hear from the applicant. Do you have anything you'd like to say? And then we're going to the public hearing. Could you introduce yourself please?

JANNA WARNER: Madam Chair, my name is Janna Warner. I'm general counsel with the Pueblo of Pojoaque Development Corporation. The Pueblo of Pojoaque Development Corporation is the owner of the Downs at Santa Fe and we respectfully request a two-year time extension of a previously approved master plan. A very brief history, to repeat, as Mr. Larranaga has stated, in 2001 the Board of County Commissioners originally approved our master plan for recreational and non-residential use. A key in the master plan at that time of course was a historical use for the horse racing. In 2008 the New Mexico State Racing Commission denied the Downs' application for a horse-racing license. By state statute in New Mexico there is a limit of five horse racing licenses to be granted and the last one had been granted to Raton.

Then in 2010 the Board of County Commission again granted a two-year extension of the master plan. Over the past year we've met regularly and worked with the La Cienega/La Cieneguilla Planning Committee and the Santa Fe County Planning Department on the community plan update. As Mr. Larranaga stated, we're looking for a change to mixed use for that property. It's 321 acres. We continue to work with the local community. Currently, we're in the third year of a lease for a local flea market and farmers market at the site.

In conclusion then the Pueblo of Pojoaque Development Corporation respectfully requests the approval of a two-year time extension of our master plan.

CHAIR STEFANICS: Thank you very much. Just have a seat up front in case there's any questions later. Is there anybody here – this is a public hearing, so this is the point in time we would like to hear comments supporting or in opposition and if you'd come up as a group so that we can have you sworn in. We need to have you sworn in before you can make your comments. So anybody else besides these two gentlemen?

[Duly sworn, Carl Dickens testified as follows:]

CARL DICKENS: Again, my name is Carl Dickens from the La Cienega Valley Association. I'm happy to report that we have had a very strong and ongoing relationship with the Pueblo of Pojoaque in terms of planning for not just for their property but for the entire community. They have had representatives at each of the La Cienega/La Cieneguilla Planning Committee meetings that have been meeting now for almost 18 months in an effort to amend our community plan.

Rick Dumiak who is the facilities director has been an important and essential part of that committee. So we're looking forward to – we feel like we've developed a really good relationship with the Pueblo of Pojoaque and we look forward to their proposed development plan that we expect to see within the next year or so. We're confident they will take into account our concerns, our needs of the community and that we will have a development that will be a vibrant part of our community. So we absolutely support the extension of this master plan. Thank you.

CHAIR STEFANICS: Thank you very much.

[Duly sworn, J.J. Gonzales testified as follows:]

J.J. GONZALES : Thank you, Commissioners. My name is J. J. Gonzales. I have to say that I would like you to support the two-year extension. For the first time in many years the race track area has been a good neighbor. Prior to that we had many, many problems

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with the previous owners but since Pojoaque took it over they have done more than anything to work with the residents of La Cienega. They've been supportive. They've given donated space for the growers market. They've done everything that the community has asked them to do. They're good neighbors.

I would like to emphasize that I hope that at some point they would do a connection to the County water system because they have a lot of water rights on that property and I think that to help out the community I think it would be very wise of them to kind of hook up to the County water system and help out the agricultural aspect of La Cienega. But I support this two-year extension and thank you very much.

CHAIR STEFANICS: Thank you for coming today, Mr. Gonzales. Anybody else who didn't get sworn in, come on up. Anybody else in the audience who wants to speak.

[Duly sworn, Armando Jurado testified as follows:]

ARMANDO JURADO: My name is Armando Jurado and I own property right next to the Downs, and I'm just here to support the two-year extension for them. Thank you.

CHAIR STEFANICS: Thank you very much. Anyone else? Thank you. The public hearing is now closed. We are back to questions and comments from Commission members.

COMMISSIONER ANAYA: Madam Chair.

CHAIR STEFANICS: Commissioner Anaya.

COMMISSIONER ANAYA: Madam Chair, I appreciate the comments and especially appreciate the presence of the La Cienega Valley Association and Mr. Gonzales who's a member from District 3 on the CDRC. I thank them for their work and service and with that said I would move for approval.

COMMISSIONER MAYFIELD: Second, Madam Chair.

CHAIR STEFANICS: Thank you. There's a motion and a second. Any further discussion?

COMMISSIONER MAYFIELD: Madam Chair, I'd just like to recognize the Pueblo of Pojoaque and thank them for working well with the community members, even if they are outside of District 1. That's just reassuring to know. Thank you.

The motion passed by unanimous [3-0] voice vote. [Commissioners Holian and Vigil were not present for this action.]

COMMISSIONER MAYFIELD: Madam Chair.

CHAIR STEFANICS: Yes.

COMMISSIONER MAYFIELD: May I ask just a procedural question of Mr. Ross. Madam Chair, Mr. Ross, if a two-year extension, if an applicant or the development process doesn't come to this Commission within the two-year expiration does it automatically go away?

MR. ROSS: Madam Chair, Commissioner Mayfield, Mr. Larranaga has the answer to that question.

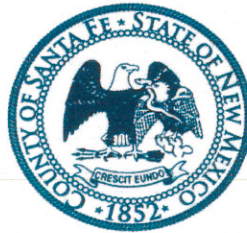
MR. LARRAÑAGA: Madam Chair, Commissioner Mayfield, as the code reads they could come in for a two-year time extension. So they could come in for another two-year time extension until they maybe – the planning for the mixed use hasn't been developed yet or they will have fit in a development plan. Or even if they're working on the

**NO PACKET MATERIAL
FOR THIS ITEM**

Daniel "Danny" Mayfield
Commissioner, District 1

Virginia Vigil
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: Board of County Commissioners

From: Teresa Martinez, Finance Director 

Through: Katherine Miller

Date: July 31, 2012

RE: ***A resolution requesting a budget transfer from cash carryover for the General Fund (101) to various funds to cover a loss on investments from the Local Government Investment Pool / \$171,173***

ISSUE

The Finance Division is seeking approval to transfer funds from the General Fund (101) to the Developers' Fees Fund (231) and various Bond Funds to reimburse those funds for investment losses experienced by the State of New Mexico Local Government Investment Pool.

BACKGROUND

Prior to FY 2009 Santa Fe County had placed funds in the Local Government Investment Pool (LGIP) through the State of New Mexico Treasurer's Office. As a result of the economic downturn in late 2008 the LGIP's investment in its "Primary Fund" were frozen as a result of a drop of its net asset value below \$1.00.

In FY 2009 a non-interest bearing "Reserve Contingency Fund" (RCF) was established by the State Treasurer's Office to hold the non-performing asset. At that time the State transferred balances from the County's investments and set them aside in RCF effectively freezing those funds from County use.

Santa Fe County received notice that as of June 30, 2012 the State Treasurer's Office will recognize losses from its reserve fund. As a result of this action the State withdrew a total of \$218,996.30 from Santa Fe County's RCF balances. This amount represents the County's proportional share of the loss.

The majority of the funds withdrawn, in the amount of \$171,167.94, was withdrawn from accounts that are restricted in origin and thus cannot be used to offset investment losses. This resolution will reimburse the restricted funds for these withdrawals using the General Fund.

Below is a listing of the impacted funds and the withdrawals made by the State of New Mexico:

General Fund (101)	\$47,828.36
Developers' Fees Fund (231)	\$ 3,783.40
Road Projects Fund (311)	\$ 3,201.60
2005 Series GOB Fund (330)	\$11,545.14
2007 Series GOB Fund (331)	\$55,272.77
2007B Series GOB Fund (332)	\$10,925.09
2008 Series Rev. Bond Fund (333)	\$73,134.17
2001 Series GOB Fund (353)	\$ 3,254.64
1997 Facility Bond Fund (370)	\$ 1,326.85
Fire Tax Bond Fund (380)	\$ 207.46
Open Space Bond Fund (385)	\$ 8,516.82

RECOMMENDATION

The Finance Division recommends that the transfer from the General Fund above referenced funds be approved.

SANTA FE COUNTY

RESOLUTION 2012 - _____

A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on July 31, 2012, did request the following budget adjustment:

Department / Division: CMO/Finance Fund Name: General Fund/Developers' Fees/Various Bond Funds

Budget Adjustment Type: Increase Fiscal Year: 2012 (July 1, 2011 - June 30, 2012)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
101	0000	385	0200	General Fund - Budgeted Cash	\$171,173	
231	0000	390	0101	Developers' Fees Fund - Transfer In	\$3,784	
311	0000	390	0101	Road Project Fund - Transfer In	\$3,202	
330	0000	390	0101	2005 Series GOB - Transfer In	\$11,546	
331	0000	390	0101	2007 Series GOB - Transfer In	\$55,273	
332	0000	390	0101	2007B Series GOB - Transfer In	\$10,926	
333	0000	390	0101	2008 Series Revenue Bond - Transfer In	\$73,135	
353	0000	390	0101	2001 Series GOB - Transfer In	3,255	
370	0000	390	0101	1997 Facility Bond - Transfer In	\$1,327	
380	0000	390	0101	Fire Tax Bond - Transfer In	\$208	
385	0000	390	0101	Open Space Bond - Transfer In	\$8,517	
TOTAL (if SUBTOTAL, check here)					\$342,346	\$

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
101	0000	490	0231	General Fund - Transfer Out	\$3,784	
TOTAL (if SUBTOTAL, check here x)					\$3,784	

Requesting Department Approval: Carole Jaramillo Title: Budget Administrator Date: 7/19/12

Finance Department Approval: *Carole Jaramillo* Date: 7/19/12 Entered by: _____ Date: _____

County Manager Approval: _____ Date: _____ Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
101	0000	490	0311	General Fund - Transfer Out	\$3,202	
101	0000	490	0330	General Fund - Transfer Out	\$11,546	
101	0000	490	0331	General Fund - Transfer Out	\$55,273	
101	0000	490	0332	General Fund - Transfer Out	\$10,926	
101	0000	490	0333	General Fund - Transfer Out	\$73,135	
101	0000	490	0353	General Fund - Transfer Out	\$3,255	
101	0000	490	0370	General Fund - Transfer Out	\$1,327	
101	0000	490	0380	General Fund - Transfer Out	\$208	
101	0000	490	0385	General Fund - Transfer Out	\$8,517	
231	0000	471	7051	Developers' Fees Fund - Loss on Investment	\$3,784	
311	0000	453	7051	Road Projects Fund - Loss on Investment	\$3,202	
330	0000	452	7051	2005 Series GOB - Loss on Investment	\$11,546	
331	0000	481	7051	2007 Series GOB - Loss on Investment	\$55,273	
332	0000	482	7051	2007B Series GOB - Loss on Investment	\$10,926	
333	0000	481	7051	2008 Series Revenue Bond - Loss on Investment	\$73,135	
353	0000	481	7051	2001 Series GOB - Loss on Investment	\$3,255	
370	0000	481	7051	1997 Facility Bond - Loss on Investment	\$1,327	
380	0000	481	7051	Fire Tax Bond - Loss on Investment	\$208	
385	0000	481	7051	Open Space Bond - Loss on Investment	<u>8,517</u>	
Subtotal This Page					\$338,562	
TOTAL (if SUBTOTAL, check here)					\$342,346	

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Carole Jaramillo Dept/Div: CMO/Finance Phone No.: 986-6321

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 1) Please summarize the request and its purpose.
 This Resolution will transfer funds from the General Fund to the Developers' Fees Fund and various bond funds to reimburse those funds for investment losses experienced by the State of New Mexico Local Government Investment Pool wherein those funds were invested. This is necessary because the Developers' Fees Fund and the Bond Funds are restricted and cannot be used to offset investment losses.

a) Employee Actions

Line Item	Action (Add/Delete Position, Reclass, Overtime)	Position Type (permanent, term)	Position Title

b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount

- 2) Is the budget action for RECURRING expense _____ or for NON-RECURRING (one-time only) expense X _____

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Carole Jaramillo Dept/Div: CMO/Finance Phone No.: 986-6321

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
 - a) If this is a state special appropriation, YES _____ NO x
If YES, cite statute and attach a copy.
Budgeted cash in the General Fund, Developers' Fees Fund, 2005 GOB Series Proceeds Fund, 2007 GOB Series Proceeds Fund, 2007B GOB Series Proceeds Fund, 2008 Series Revenue Bond Proceeds Fund, 2001 GOB Series Proceeds Fund, 1997 Facilities Bond Proceeds Fund, Fire Tax Bond Proceeds Fund, Open Space Bond Proceeds Fund
 - b) Does this include state or federal funds? YES _____ NO x
If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget.
 - c) Is this request is a result of Commission action? YES _____ NO x
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
 - d) Please identify other funding sources used to match this request.

SANTA FE COUNTY

RESOLUTION 2012 - _____

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This 31st Day of July, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Chairperson

ATTEST:

Valerie Espinoza, County Clerk

Memorandum

To: Santa Fe Board of County Commissioners

From: Teresa C. Martinez, Finance Director *TCM*

Via: Katherine Miller, County Manager

Date: July 31, 2012

Re: *Financial report for the quarter ending 06/30/2012*

ISSUE:

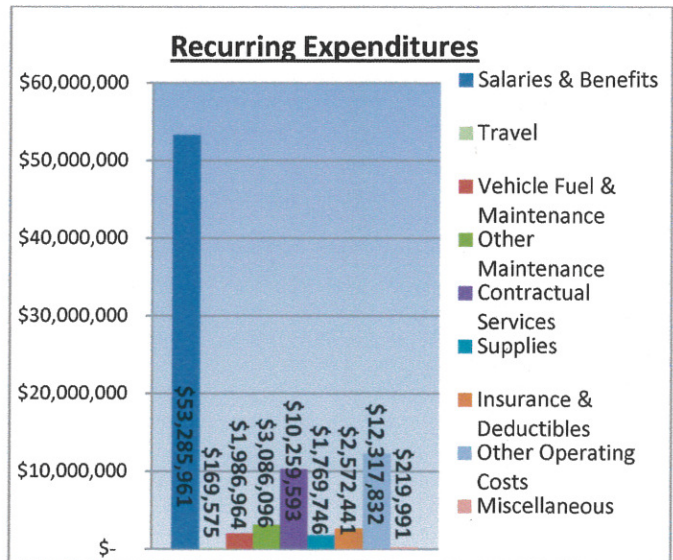
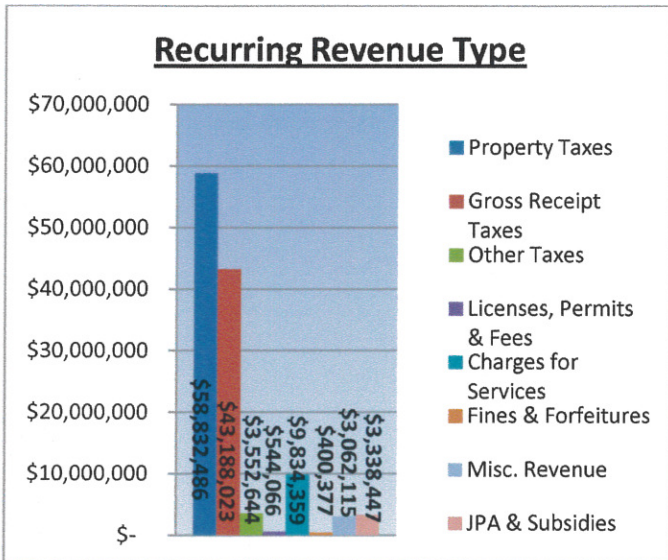
Enclosed is a report summarizing the financial activities of the County through the quarter ending June 30, 2012.

BACKGROUND:

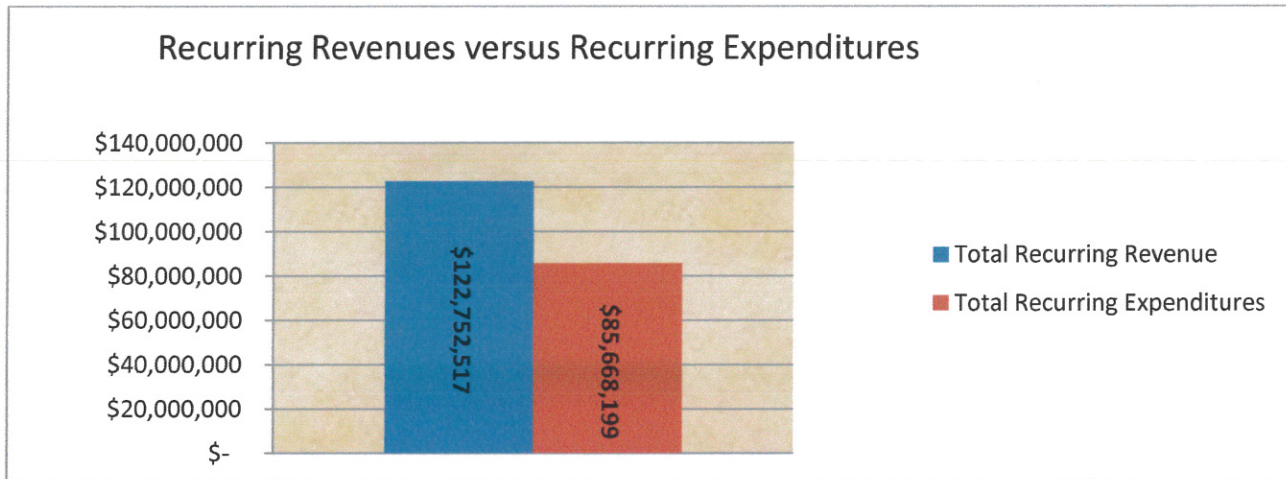
The following report will summarize total revenues and expenditures county-wide and by major fund. The numbers presented within this report are as of June 30, 2012 and are unaudited. Upon completion of the audit, a final June 30 Audited Quarterly Report will be submitted for the BCC's review.

ALL FUNDS:

As of the fourth quarter ending June 30, 2012, the county collected a total of \$137.1 million from all revenue sources. The largest share of revenue sources were generated by taxes; property taxes of \$58.8 million and GRT's of \$43.2 million excluding \$3.9 million which is a pass-through to the regional transit district. On June 30th, expenditures across all funds totaled \$146.7 million. Capital expenditures totaled \$43.6 million, debt service payments totaled \$17.4 million and operational expenditures totaled \$85.7 million. The capital expenditures were mainly for the Judicial Complex \$17 million, fire projects \$3.1 million, and other projects funded by the capital outlay GRT.



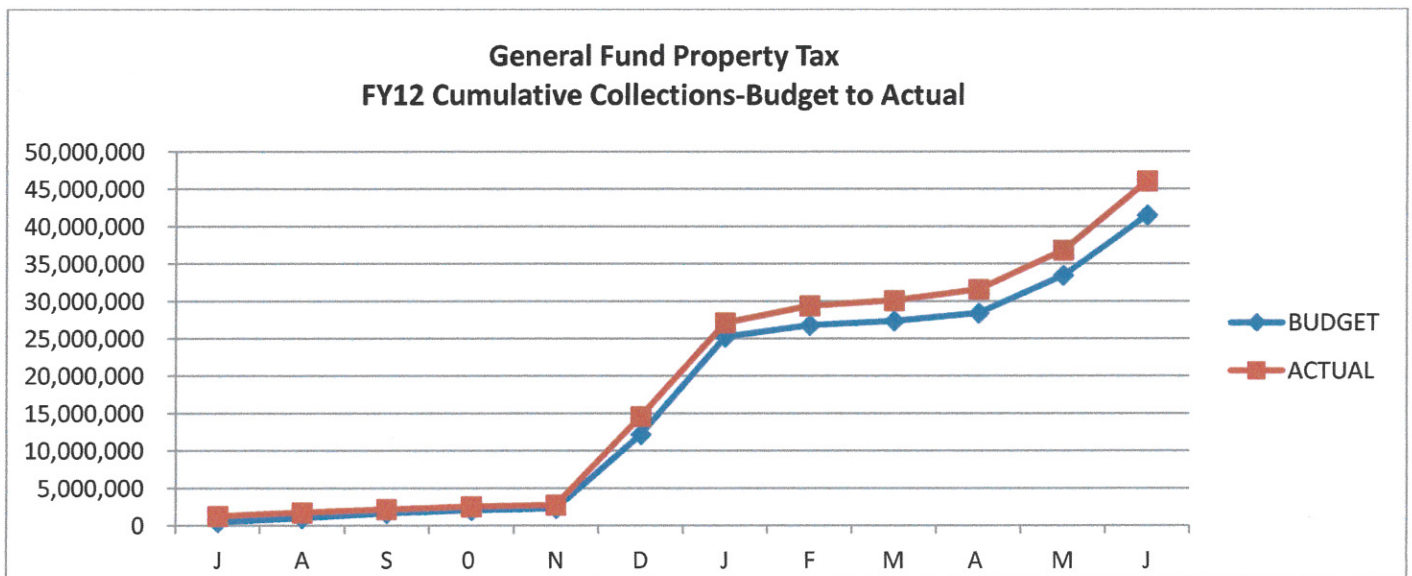
Recurring Revenues versus Recurring Expenditures



The following charts reflect how the two largest revenue sources fared when compared to the budgeted amounts. Actual property tax collections of \$46.1 million through the end of June exceed the projected budget of \$41.5 million by \$4.5 million. The property tax collections for the months of August through November, and also January fell under the budgeted amount by \$909K. However, the surplus collections in the remaining months of the fiscal year of \$3.6 million have carried the months that experienced shortfalls. This revenue surplus of collections over estimates and budgeted amounts enabled staff to make FY2013 budget recommendations for reducing deferred maintenance, furthering implementation of the asset renewal and replacement program and providing employee retention incentives and benefits.

The property tax collections of \$46.1 million through June 30th are \$1.3 million better than the previous year's collections of \$44.7 million. This equates to a 3% higher rate of collections over the previous year's collections. This may be attributed to the first full year of increased staffing provided by the BCC for delinquent tax collections.

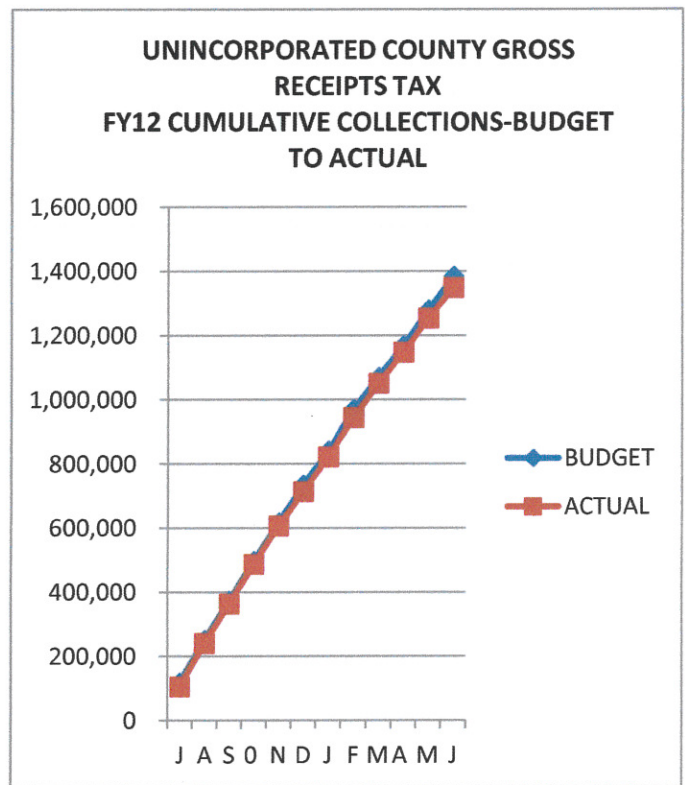
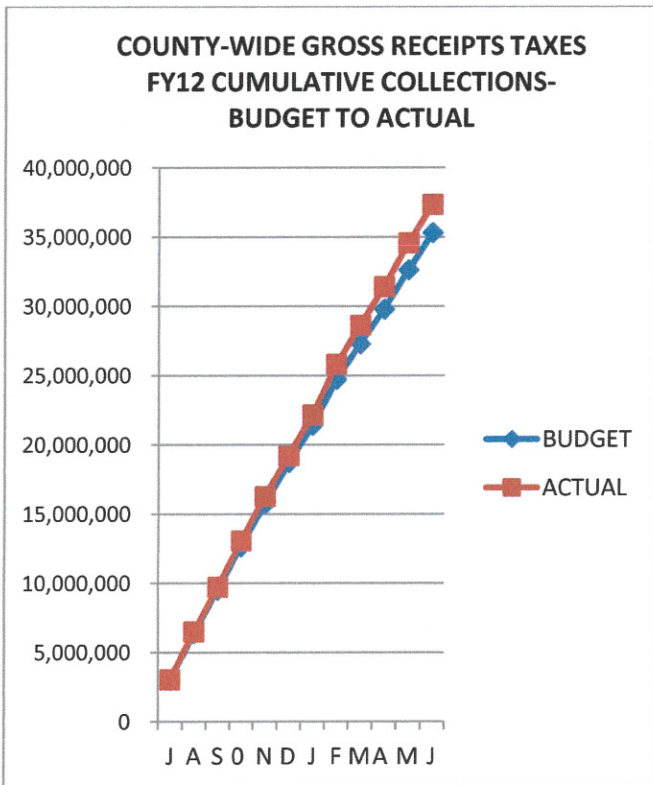
General Fund Property Tax FY12 Cumulative Collections-Budget to Actual



Cumulatively, both the county-wide and the unincorporated gross receipt taxes collected through June total \$38.7 million (excluding \$3.9 million which is passed through to the regional transit district). The GRT collections are \$1.9 million greater than the cumulative budgeted amount of \$36.7 million.

Lastly, the unincorporated GRT collections have fallen under budget for each month of this fiscal year thus far by a total of \$35,674. In FY 2012, the unincorporated GRT's were forecasted with a 13% downturn, and collections were slightly less than budgeted, or 3% below. There are still small amounts of money, mainly penalty and interest, relative to delinquent collections for the sunsetted Fire Excise Tax totaling \$3,130 for the month of June and \$47,314 year-to-date.

The total GRT collections of \$38.7 million are \$1.1 million or 3% better than the prior year's collections for the same time period. The total county-wide GRTs collections of \$37.3 million are \$1.1 million or 3% better than the prior year's collections. The unincorporated GRTs are down a total of \$59,328 or 4% from the previous year's collections of \$1.4 million.

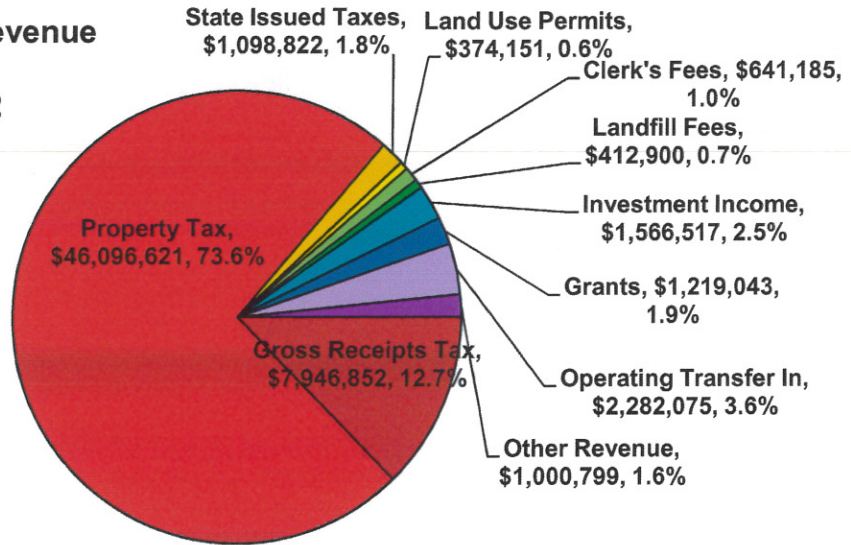


GENERAL FUND

The chart below summarizes all revenue for the general fund; all revenue sources total \$60.4 million. Recurring revenue totaled \$57.9 million; recurring revenue includes property taxes, gross receipt taxes, state issued taxes, construction permits, clerk's fees, landfill fees and other revenue. In recent years, with the recessed economy, investment income has been calculated in the total revenue picture and has supported recurring expenditures and for the quarter ending 06/30/2012 totaled \$1.6 million. This amount is up about \$23K or 1% from the previous fiscal year.

Overall, total general fund revenues in FY 2012 of \$60.4 million are greater than the previous fiscal year by \$1.4 million or 2%. The increases were noted mainly in the collection of property taxes \$1.4 million, GRTs \$421K, shared taxes \$124K, Clerk's fees \$180K and refunds of \$147K. The refunds are mainly the result of clean energy efforts totaling \$71K and \$45K from the sale of assets at the annual surplus auction.

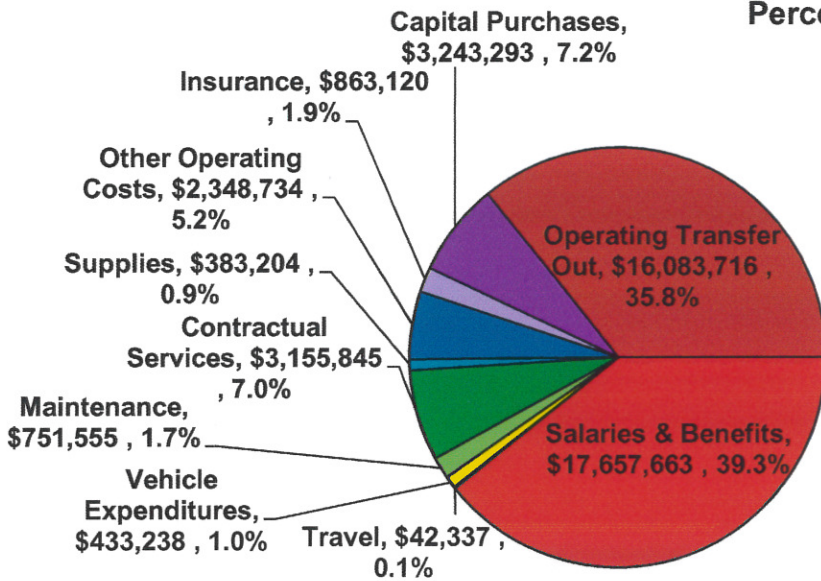
**Percentage of Total Revenue
General Fund
Fiscal Year 2012**



General fund expenditures totaled \$44.9 million, including operating transfers of \$16.1 million to other Funds. Recurring expenditures totaled \$25.6 million. Strictly based on actual expenditures incurred through June 30th, the general fund collected sufficient revenue to support operational expenditures. On June 30th, the Fund still had outstanding encumbrances just over \$3.6 million of which \$2 million is related to capital items.

General fund expenditures were \$425,332 or 2% lesser than the expenditures incurred in the prior fiscal year for the same time period. The decrease is mainly related to decreased expenditures in the contractual services category, and was also offset by slight increases in travel, vehicle expenditures and supplies.

**Percentage of Total Expenditures
(No Encumbrances)
General Fund
Fiscal Year 2012**

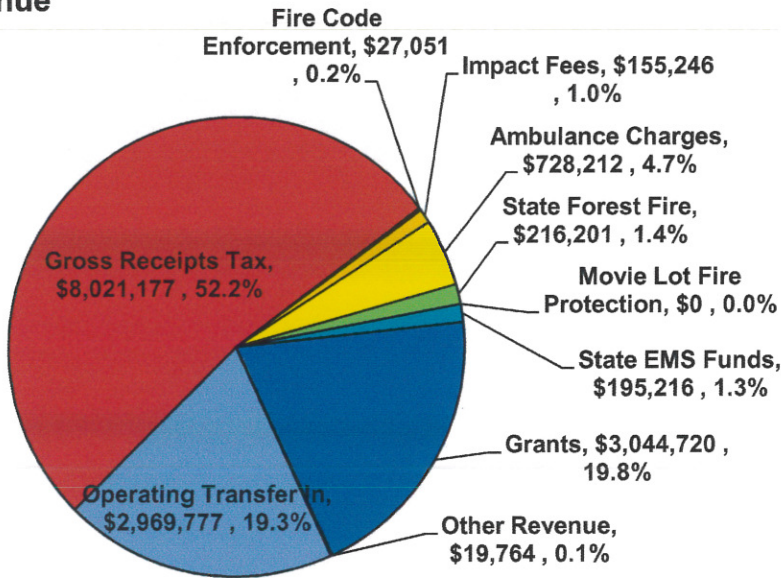


FIRE FUNDS:

The chart below identifies the major revenue sources for all Fire Funds. Total recurring revenues of \$9.6 million were collected and consist of gross receipt taxes, ambulance charges and some of the grants. Through June 30th, the

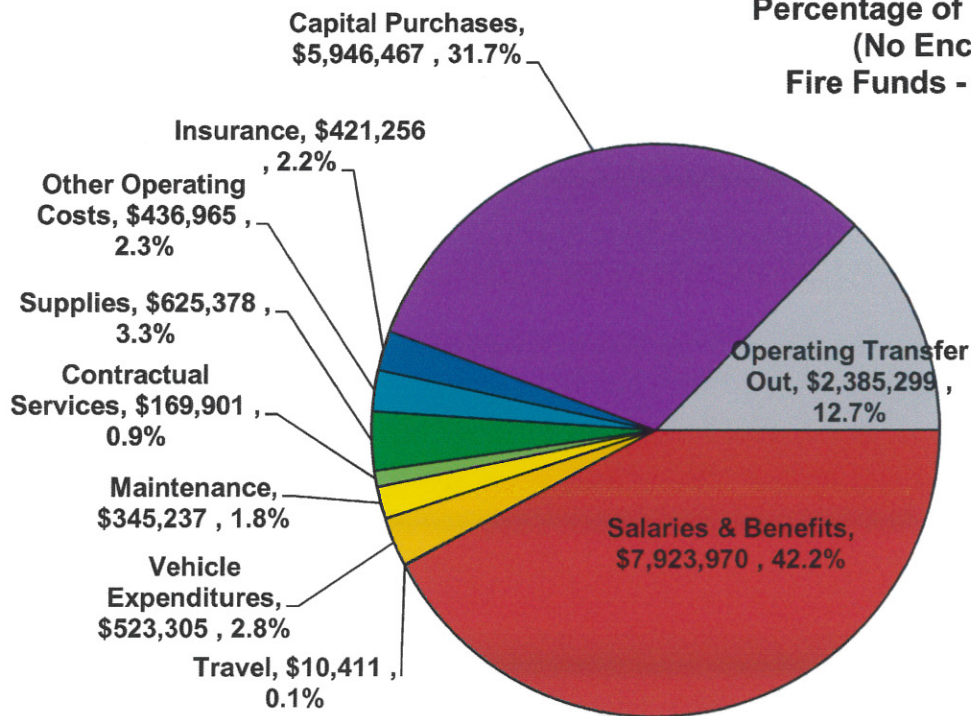
ambulance charges exceeded budget by \$78K and are \$28K more than the prior year's collections. The remaining revenue sources for the fire operations are considered non-recurring and are highly impacted by the economic activity.

**Percentage of Total Revenue
Fire Funds
Fiscal Year 2012**



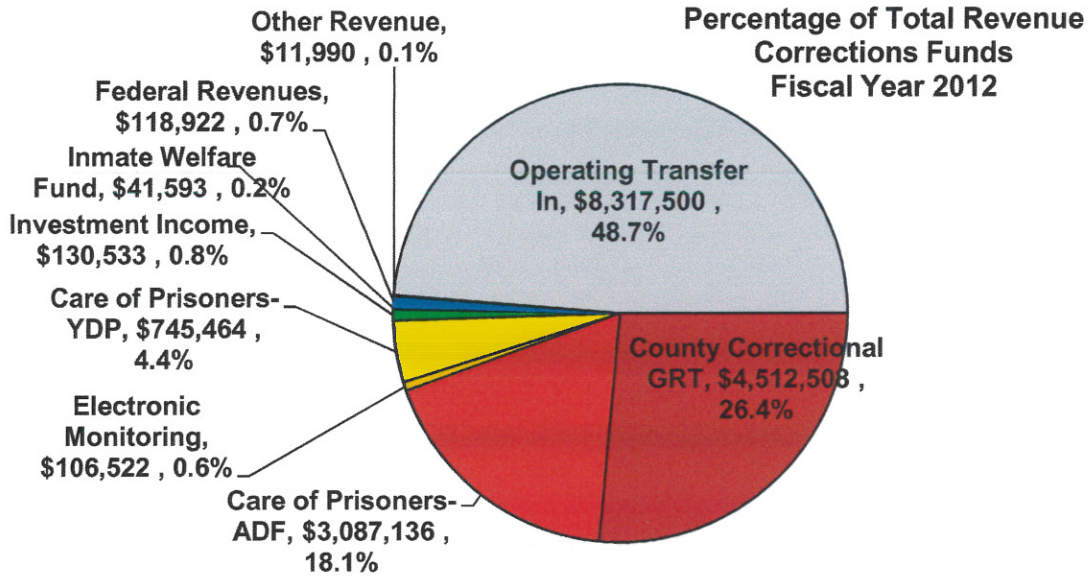
Expenditures for fire operations totaled \$18.8 million and included operational expenditures of \$10.5 million. The FY 2012 expenditures are \$33K less than the previous fiscal year. Capital expenditures of \$3.2 million, are \$2.6 million greater than the prior year, and represent projects such as the Rancho Viejo station \$3.1 million and the communications project \$65K.

**Percentage of Total Expenditures
(No Encumbrances)
Fire Funds - Fiscal Year 2012**

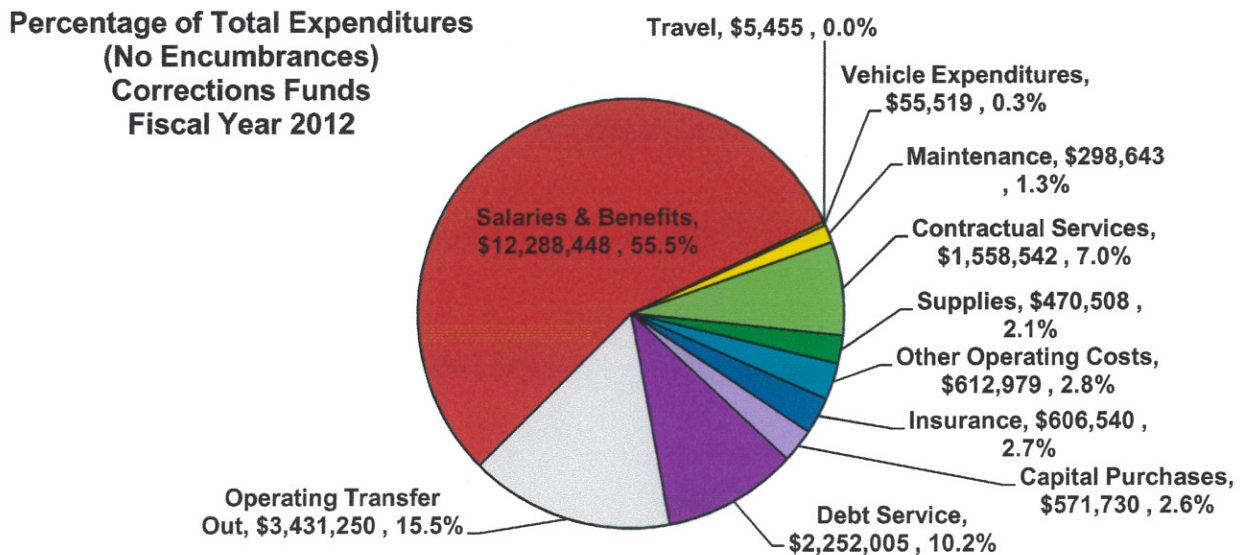


CORRECTIONS FUNDS:

The chart below identifies the major revenue sources for the Corrections Funds. Recurring revenue, which includes Correctional GRT collections, totaled \$8.5 million. The Care of Prisoner revenues in FY 2012 are \$653,652 greater than the previous year's collections of \$7.7 million. The majority of the increase is related to the Adult care of prisoner (COP) revenue collections totaling \$612,831. The increase is due to the addition of the U.S. Marshal's inmates at the facility. The U.S. Marshal's began transitioning inmates to the County facility in November 2010. The U.S. Marshal and Bureau of Prison inmate count rose from approximately 60 per month in October to 140 per month since March 2012. This equates to a monthly increase of \$160K in revenue or total revenues of \$260K per month from federal inmates since March 2012.



Total expenditures for the Corrections fund are \$22.2 million and the operational expenditures totaled \$15.9 million. Capital expenditures totaled \$572K and debt service totaled \$2.3million.



UPDATE OF BUDGET CUTS:

Many of austerity measures enacted in prior fiscal years have continued through fiscal year 2012. Such cuts included the hard freeze positions, the reduction to out of state travel, reductions to take-home vehicles and cell phones, and the restructuring of certain satellite offices. Staff was allowed to remove hard freezes, and travel as long as the actions remained budget neutral.

The FY 2012 budget contemplated a fairly flat revenue forecast (versus the reduced revenue in each of the two prior fiscal years) and thus far the revenue collections have met budget estimates. At the end of the fourth quarter, there are no significant issues relative to budget, from both the revenue and expenditure perspectives.

CLOSING:

The numbers reflected within this report reflect activity as of close of business on June 29th. Capital expenditures, one-time expenditures and debt service payments are not considered recurring expenditures. Again, the numbers presented are unaudited and will be updated upon the completion of the audit.

In summary, the FY 2012 revenues and expenditures were as follows:

- Property Taxes – collections exceeded budget by \$4.5 million and the prior year's collections by \$1.3 million.
- Gross Receipt Taxes – cumulatively, collections exceeded budget by \$1.9 million and the prior year's collections by \$1.1 million.
- Capital expenditures totaled \$43.6 million and debt service payments totaled \$17.4 million.
- Sufficient revenue exists to support and cover outstanding encumbrances without negatively impacting cash reserve requirements or projected beginning cash balances for FY2013.

Additionally, sufficient surplus revenues were received in fiscal year 2012 to support fiscal year 2013 budget recommendations for asset renewal and replacement, deferred maintenance and employee retention incentives.

Daniel "Danny" Mayfield
Commissioner, District 1

Virginia Vigil
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: Board of County Commissioners

From: Teresa Martinez, Finance Director *TM*

Through: Katherine Miller, County Manager

Date: July 31, 2012

RE: Approval of the Fiscal Year 2012 Fourth Quarter Financial Report

ISSUE

The Santa Fe County Finance Division is requesting formal approval of the Fiscal Year 2012 Fourth Quarter Financial Report to the New Mexico Department of Finance and Administration for the period ending June 30, 2012.

BACKGROUND

The Santa Fe County Finance Division is tasked with regular reporting to the State of New Mexico Department of Finance and Administration, Local Government Division (DFA-LGD). Among the reports that the DFA-LGD requires is a quarterly financial report which is due within 30 days of the end of each quarter. This report, to be submitted in a prescribed format, contains information on the revenue, expenses, and cash balances (including detailed investment information) of Santa Fe County. Beginning in fiscal year 2011, the DFA-LGD has required that this report, which is certified by the Finance Director, be formally approved by the BCC for the fourth quarter of the fiscal year.

In his annual budget preparation memo, Memorandum #BFB-12-01 dated May 22, 2012 DFA-LGD Budget and Finance Bureau Chief John A. Gallegos restated the requirement that the Fiscal Year 2012 fourth quarter financial report be formally approved by the BCC and submitted to the DFA-LGD in conjunction with the Fiscal Year 2013 Final Budget on or before July 31, 2012.

As you will recall, the Fiscal Year 2013 Final Budget was approved on June 26, 2012. The formal approval of the Fiscal Year 2012 fourth quarter financial report will allow for the complete submission to DFA-LGD of all required documents by the July 31, 2012 deadline.

RECOMMENDATION

It is the recommendation of the Finance Division that the Board of County Commissioners approve the Fiscal Year 2012 fourth quarter financial report, and respectfully requests this formal approval.

**SANTA FE COUNTY
RESOLUTION NO. 2012 - ____**

**A RESOLUTION APPROVING THE FOURTH QUARTER FY 2012 FINANCIAL
REPORT TO THE STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION**

WHEREAS, the State of New Mexico Department of Finance and Administration, Local Government Division (DFA-LGD) under authority provided in NMSA 1978, Section 6-6-2(1953, as amended through 2003) requires that local public bodies submit a quarterly financial report within 30 days of the close of each quarter;

WHEREAS, Memorandum #BFB-12-01 issued by the DFA-LGD on May 22, 2012 states a requirement that each local public body must submit with its Fiscal Year 2013 Final Budget, its fourth quarter Fiscal Year 2012 financial report for the period ending June 30, 2012, formally approved by the entity's governing body;

WHEREAS, the Santa Fe County Board of County Commissioners (BCC), adopted the Fiscal Year 2013 Final Budget on June 26, 2012 via Resolution 2012-78 to be submitted to the DFA-LGD on or before July 31, 2012;

WHEREAS, the Fiscal Year 2012 fourth quarter financial report for the period ending June 30, 2012 has been prepared in compliance with the requirements of the DFA-LGD and is attached hereto as Attachment A.

NOW, THEREFORE, BE IT RESOLVED, that the BCC hereby formally approves the fourth quarter Fiscal Year 2012 financial report (unaudited), attached hereto as Attachment A, for the period ending June 30, 2012.

APPROVED, ADOPTED AND PASSED this 31st day of July, 2012.

BOARD OF COUNTY COMMISSIONERS

Liz Stefanics, Chairperson

ATTEST:

Valerie Espinoza, County Clerk

APPROVED AS TO FORM:

Stephen C. Ross, County Attorney