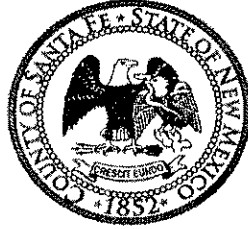


Daniel "Danny" Mayfield
Commissioner, District 1

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

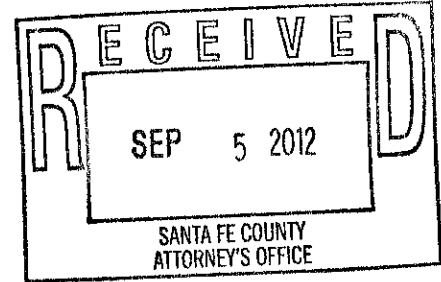
Date: August 28, 2012

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 has submitted a list of items for disposition that are decommissioned. Santa Fe County will surplus these items in New Mexico Department of Public Safety's Surplus Auction, July 2013. Upon approval, the attached property listed will be surplus by public auction in July 2013.

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 added to the 2013 Auction list 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 25th day of September 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
FIXED ASSETS SURPLUS FORM - FISCAL YEAR 2013
COMPUTERS AND ELECTRONIC DEVICES

DEPARTMENT: County Manager/Finance Dept

PERSON COMPLETING THE FORM: Erika Lovato

TELEPHONE NO.: 505-995-2736

TAG NUMBER	DESCRIPTION OF FIXED ASSET	SERIAL NO.	REASON FOR SURPLUS	CONDITION OF FIXED ASSET	LOCATION OF FIXED ASSET	ESTIMATED VALUE
IE007717	HP Laserjet M2727 NF	CND982B027	Malfunction/Not working	Poor	Finance/Payroll	25

NOTE: Possible Reasons for Surplus: Obsolete; excessive cost to repair; and, working but not currently used by the department
 Condition of the Asset: Damaged; destroyed; working (note the condition-good, fair, or poor)

Information Technology Division
 (IT Staff Signature Certification)

We hereby certify that the assets noted above have been examined and the information is accurate to the best of our knowledge.

Department Director *Sharon M. Carls* Date: 8/24/2012

**SANTA FE COUNTY
FIXED ASSETS SURPLUS FORM
COMPUTERS AND ELECTRONIC DEVICES**

DEPARTMENT: Public Works / Fleet TELEPHONE NO.: 992-3019
 PERSON COMPLETING THE FORM: Andy Winn

TAG NUMBER	DESCRIPTION OF FIXED ASSET	SERIAL NO.	REASON FOR SURPLUS	CONDITION OF FIXED ASSET	LOCATION OF FIXED ASSET	ESTIMATED VALUE
FA#016620	Gateway 6300 Computer	35473369	obsolete	poor	Public Works Fleet	\$5.00

NOTE: Possible Reasons for Surplus:
 Condition of the Asset: Obsolete; excessive cost to repair; and, working but not currently used by the department Damaged, destroyed; working, ~~leave the condition-good, fair, or poor~~
 Information Technology Division [Signature]
 (IT Staff Signature Certification)
 We hereby certify that the assets noted above have been examined and the information is accurate to the best of our knowledge.
 Department Director Robert Mandy Date: 8-9-12

**SANTA FE COUNTY
FIXED ASSETS SURPLUS FORM - FISCAL YEAR 2013
COMPUTERS AND ELECTRONIC DEVICES**

DEPARTMENT: PSD / RECC PERSON COMPLETING: NANCY CALHOUN DATE: 7/11/2012 TELEPHONE NO.: 505-992-3090 EXHIBIT A

TAG NUMBER	DESCRIPTION OF FIXED ASSET	SERIAL NO.	REASON FOR SURPLUS	CONDITION OF FIXED ASSET	LOCATION OF FIXED ASSET	ESTIMATED VALUE
NONE	DICTEPHONE MONITOR	938L0054	OBSOLETE	POOR	PUBLIC WORKS HUT	\$5.00
NONE	DICTEPHONE CPU	SFBES9425228	OBSOLETE	POOR	PUBLIC WORKS HUT	\$5.00
13543	DICTEPHONE RECORDER	544473	OBSOLETE	POOR	PUBLIC WORKS HUT	\$5.00
NONE	KEYBOARDS, 5 UNITS	NONE	BROKEN	POOR	PUBLIC WORKS HUT	\$1.00
IE008023	CPU, DC7800	2UA83903D6	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
CITY 52361	CPU, DELL, OPTIPLX	5CRTT61	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
RECC 561	CPU, GATEWAY 700X	27358010	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
RECC 527	CPU, GATEWAY 700X	0027397522	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
RECC 560	CPU, GATEWAY 700X	0027397521	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
RECC 563	CPU, GATEWAY 700X	0027305327	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	CPT, NT	US14914341	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	CPU, HP VECTRA	US21104055	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
FA015985	CPU, GATEWAY	31752305	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
SF012963	PRINTER, HP LASERJET 5P	USDB084679	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	PRINTER, HP	IMY1BQ190ZS	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
IE000152	PRINTER, OKIDATA ML 420	AE9C01487D0	OBSOLETE	FAIR	PUBLIC WORKS HUT	\$5.00
IE000153	PRINTER, OKIDATA ML 420	AE9C014929D0	OBSOLETE	FAIR	PUBLIC WORKS HUT	\$5.00
IE000102	PRINTER, MICROLINE 420	AE72011637C0	OBSOLETE	FAIR	PUBLIC WORKS HUT	\$5.00
NONE	PRINTER, MICROLINE 420	AE86042382C0	OBSOLETE	FAIR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC MULTISYNC 1700	2400232GA	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC MULTISYNC 1700	2400233GA	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC MULTI 195	88M16823NA	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC MULTI 195	88M15391NA	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC MULTI 195	88M19511NA	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC MULTI 195	88M19812NA	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC MULTI 195	88M16833NA	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC 1850	202211292	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC 1850	203214422	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC 1850	203214442	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC 1850	203214442	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00

Y:\SFC\Public\Fixed Assets Forms\Public Works Hut Computer

NONE	MONITOR, NEC 1850	203214418	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, NEC 1850	203214425	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
IE000116	MONITOR, HP 1910	CNK8161419B	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
IE000120	MONITOR, HP 1910	CNK8160PZB	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
IE000122	MONITOR, HP 1910	CNK8160QG	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
IE000110	MONITOR, HP L1910	CNK8160QFR	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, VIEWSONIC	60H014202126	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, HP 1901	3CQ128BMY7	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
NONE	MONITOR, DELL	CN-0WH319-72872-744-254S	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00
IE000141	MICROWAVE, GE	GS902433U	BROKEN	POOR	PUBLIC WORKS HUT	\$5.00

NOTE: Possible Reasons for Surplus:
Condition of the Asset:

Obsolete; excessive cost to repair; and, working but not currently used by the department
Damaged; destroyed; working (note the condition-good, fair, or poor)

Information Technology Division

(IT Staff Signature Certification)

We hereby certify that the assets noted above have been examined and the information is accurate to the best of our knowledge.

Department Director



Date:

8/28/12

**SANTA FE COUNTY
FIXED ASSETS SURPLUS FORM
COMPUTERS AND ELECTRONIC DEVICES**

DEPARTMENT: Finance PERSON COMPLETING THE FORM: Helen Perraglio *Antea Guillen* TELEPHONE NO.: 995-2781

TAG NUMBER	DESCRIPTION OF FIXED ASSET	SERIAL NO.	REASON FOR SURPLUS	CONDITION OF FIXED ASSET	LOCATION OF FIXED ASSET	ESTIMATED VALUE
17343	Laptop, Gateway M 460E	0035841762	Obsolete/Extremely Slow	Working but Poor	Helen's Office	Fully Depreciated

NOTE: Possible Reasons for Surplus: Obsolete; excessive cost to repair; and, working but not currently used by the department
 Condition of the Asset: Damaged; destroyed; working (note the condition-good, fair, or poor)

Information Technology Division _____ (IT Staff Signature Certification)
 We hereby certify that the assets noted above have been examined and the information is accurate to the best of our knowledge.
 Department Director *William M. ...* Date: 8/20/12



MEMORANDUM

To: Santa Fe Board of County Commissioners

From: Teresa Martinez, Finance Director *JMM*

Thru: Katherine Miller, County Manager

Date: August 23, 2012

Re: Request Budget Increase to the Senior Congregate Meals Program Budget
(\$13,687.00)

ISSUE:

Santa Fe County Health and Human Services Division (Senior Services) is requesting approval of an increase to the Senior Congregate Meal Program Fund (101) to budget for facility food.

BACKGROUND:

Santa Fe County Senior Services exceeded its goals for Fiscal Year 2012, resulting in an award of "incentive funds" in the amount of \$13,687.00. These funds were awarded by the Non-Metro New Mexico Area Agency on Aging.

RECOMMENDATION:

In light of increased participation in congregate meals, approval of the attached budget resolution increasing the Senior Congregate Meal Fund (101) for FY13 in the amount of \$13,687.00 is requested.

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 _____, did request the following budget adjustment:

Department / Division: Health & Human Services/Senior Program Fund Name: Senior Services Congregate Meals

Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

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	0490	371	70-00	Charges for Services: NM Area Agency of Aging	13,687	
TOTAL (if SUBTOTAL, check here)					13,687	

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	0490	461	60-12	Supplies: Rehab/Prgm/Facility Food	13,687	
TOTAL (if SUBTOTAL, check here)					13,687	

Requesting Department Approval: *Michelle O'Connor* Title: Division Director Date: August 23, 2012
 Finance Department Approval: *Rachel O'Connor* Date: 9/13/12 Entered by: _____ Date: _____
 County Manager Approval: _____ Date: _____ Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Teresa Casados Dept/Div: Health & Human Services/Senior Program Phone No.: 992-3094

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 request increases the Senior Services Congregate Meals Budget by \$13,687.00, which was awarded by the New Mexico Non-Metro Area Agency on Aging on August 14, 2012 for exceeding program goals. We will be increasing the facility food line item with these funds to accommodate increased participation.

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: Teresa Casados Dept/Div: Health & Human Services/Senior Program Phone No.: 992-3094

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.

- b) Does this include state or federal funds? YES X 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.

This was awarded by the New Mexico Non-Metro Area Agency on Aging in August for exceeding program goals for Fiscal Year 2012

- 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 _____ Day of _____, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Chairperson

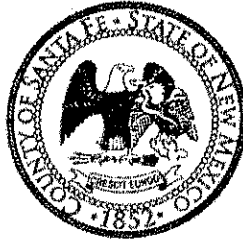
ATTEST:

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: August 21, 2012

To: Santa Fe County Board of County Commissioners
Daniel Mayfield, District 1
Virginia Vigil, District 2
Robert A. Anaya, District 3
Kathy Holian, District 4
Liz Stefanics, District 5

From: Adam Leigland, Public Works Department Director

Re: *BCC Meeting September 25, 2012*

RESOLUTION 2012 – A RESOLUTION REQUESTING AN INCREASE TO THE STATE SPECIAL APPROPRIATIONS FUND (318) TO CARRY FORWARD A BALANCE FOR THE RIO EN MEDIO SENIOR CENTER TO MAKE REPAIRS TO THE ROOF AND IMPROVEMENTS TO THE FACILITY. /\$2,292.42. (PUBLIC WORKS/ ADAM LEIGLAND)

BACKGROUND:

The County received Grant 2010-3055 from the Legislature through the New Mexico Aging and Long-Term Services Department in 2009. The County has used the funds to renovate the kitchen for food preparation through the County's Senior Services Program. The renovations are complete. Staff would like to budget the balance of the grant to make minor repairs to the roof and other improvements to the facility.

ACTION:

Staff is requesting an increase to the Special Appropriation Fund (318) for the Rio en Medio Senior Center in the amount of \$2,292.42

**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 September 25, 2012, did request the following budget adjustment:

Department / Division: Public Works/Projects, Facilities, & Open Space

Fund Name: State Special Appropriations Fund (318)

Budget Adjustment Type: Budget Increase

Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

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
318	7118	371	9000	State Grants/Other	\$2,292.42	
TOTAL (if SUBTOTAL, check here)					\$2,292.42	

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
318	7118	481	4001	Maintenance Building/Structures	\$2,292.42	
TOTAL (if SUBTOTAL, check here)					\$2,292.42	

Requesting Department Approval: _____

Adam Leigland, PE, AICP

Date: 7/6/12

Finance Department Approval: _____

Director, Public Works

Date: _____

County Manager Approval: _____

Entered by: _____

Date: _____

Updated by: _____

Date: _____

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Agnes Leyba-Cruz Dept/Div: Public Works/Projects, Facilities & Open Space Phone No.: 662-6516

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.
The purpose of this request is to budget the unencumbered balance of Grant #2010-3055 from the Aging and Long-Term Services Department to make repairs to the roof and facility at the Rio En Medio Community Center in the amount of \$2,292.42.

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
4001	Funds will be used for improvements to the roof and the facility.	\$2,292.42

- 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:

DEPARTMENT CONTACT: Name: Agnes Leyba-Cruz Dept/Div: Public Works/Projects, Facilities & Open Space Phone No.: 662-6516

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.

The 2009 Legislature enacted Chapter 125, 2009 Laws of New Mexico that appropriated a total of \$14,700,000 of which a total of one hundred fifty thousand dollars (\$150,000) is directed for code improvements/equipment, hereinafter, referred to as "renovations" for the Rio En Medio Meal site located in Santa Fe County.

- 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.

Rio En Medio Meal Site
Grant #2010-3055
Award Date: August 14, 2009
Award Amount: \$150,000

- 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.

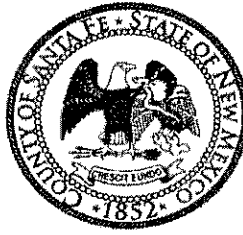
Approved, Adopted, and Passed This 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Chairperson

ATTEST:

Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief
Pablo Sedillo, Public Safety Director *PSM*
Katherine Miller, County Manager

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase to the 2011 Homeland Security Grant Fund (244) in the amount of (\$57,000).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase to the 2011 Homeland Security Fund (244) to budget a new grant number EMW-2011-SS-00094-S01-Santa Fe County for a total increase of \$57,000 to be expended in FY-2013. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department is requesting to budget a new Homeland Security Grant Award EMW-2011-SS-00094-S01-Santa Fe County in the amount of \$57,000 to be expended in FY-2013. This grant funding will be expended in accordance with the grant requirements through the New Mexico Department of Homeland Security and Emergency Management and will be utilized to purchase cargo trailers and shelter supplies to be available in the case of evacuation incidents as well as a tactical medical training course to include travel.

SUMMARY:

Please approve this request for a budget increase to the Fire Department 2011 Homeland Security Fund (244) in the amount of \$57,000.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Emergency Preparedness Grants Fund Name: 2011 Homeland Security Grant Fund (244)

Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

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
244	0873	372	00-00	Grant/Homeland Security	57,000	
TOTAL (if SUBTOTAL, check here)					57,000	

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
244	0873	422	30-02	Travel/OS Mileage & Fares	1,437	
244	0873	422	30-04	Travel/OS Meals & Lodging	1,438	
244	0873	422	60-05	Supplies/Non-Capital Med & Lab	14,250	
244	0873	422	60-08	Supplies/Field Supplies	3,750	
244	0873	422	60-12	Supplies/Food Provisions	10,000	
TOTAL (if SUBTOTAL, check here X)					30,875	

Requesting Department Approval: *[Signature]* Title: Chief Date: 9-22-12

Finance Department Approval: *[Signature]* Date: 9/21/12 Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASICS/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
TOTAL (if SUBTOTAL, check here)						

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASICS/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0873	422	70-33	Other Operating Costs/Seminars & Workshops	2,875	
244	0873	422	80-09	Capital Purchases/Vehicles/Heavy Equipment	15,000	
244	0873	422	80-99	Capital Purchases/Inventory Exempt	8,250	
TOTAL (if SUBTOTAL, check here)					57,000	

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget increase to the 2011 Homeland Security Fund (244) to budget a New Grant (EMW-2011-SS-00094-S01-Santa Fe County) for a total increase of \$57,000 to be expended in FY-2013 on a training, a cargo trailer and shelter supplies to be available in the case of evacuation incidents.

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
80-09	Cargo Trailer	15,000
80-99	Shelter Cots	8,250

- 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: Donna Morris Dept/Div: Fire Department Administration Phone No.: 992-3082

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 NO X
If YES, cite statute and attach a copy.
 - b) Does this include state or federal funds? YES X NO 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 a result of Commission action? YES NO 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. N/A

Department of Homeland Security Grant EMW-2011-SS-00094-S01-Santa Fe

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:

Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief *DS*
Pablo Sedillo, Public Safety Director *TS*
Katherine Miller, County Manager *KM*

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase to Various Fire Districts Revenue Fund (\$98,118).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase to carry over prior years available cash balances for various fire districts forestry revenue in the amount of \$98,118. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department volunteer fire districts receive reimbursement funding from State Forestry and Movie Production Standbys for personnel and equipment that has been utilized on Wildland Fires and Movie Production Sets. The funding that is budgeted in the fire districts revenue fund (244) is utilized to repair or replace wildland and fire apparatus equipment that has been used on Wildland Fires or Movie Production Standbys. This budget resolution is to carry forward the FY-2012 available cash balances for the fire districts to be expended in FY-2013.

SUMMARY:

Please approve the request to budget the prior year available cash balance in the amount of \$98,118 to be expended in FY-2013.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Various Fire Districts Fund Name: Fire District Revenue Fund (244)

Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

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
244	0831	385	02-00	Budgeted Cash/State Funds	96	
244	0832	385	02-00	Budgeted Cash / State Funds	13,928	
244	0833	385	02-00	Budgeted Cash / State Funds	575	
244	0834	385	02-00	Budgeted Cash/State Funds	33,637	
244	0835	385	02-00	Budgeted Cash / State Funds	2,321	
TOTAL (if SUBTOTAL, check here X)					50,557	

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
244	0831	422	60-08	Supplies/Field Supplies	96	
244	0832	422	60-08	Supplies/Field Supplies	13,928	
244	0833	422	60-08	Supplies / Field Supplies	575	
244	0834	422	60-08	Supplies/Field Supplies	33,637	
244	0835	422	60-08	Supplies/Field Supplies	2,321	
TOTAL (if SUBTOTAL, check here X)					50,557	

Requesting Department Approval: [Signature] Title: Chief Date: 9-12-12

Finance Department Approval: [Signature] Date: 9/13/12 Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

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
244	0836	385	02-00	Budgeted Cash/State Funds	51	
244	0837	385	02-00	Budgeted Cash / State Funds	6,228	
244	0838	385	02-00	Budgeted Cash/State Funds	545	
244	0839	385	02-00	Budgeted Cash / State Funds	6,578	
244	0840	385	02-00	Budgeted Cash/State Funds	4,034	
244	0841	385	02-00	Budgeted Cash / State Funds	189	
244	0842	385	02-00	Budgeted Cash/State Funds	5,204	
244	0843	385	02-00	Budgeted Cash / State Funds	13,083	
244	0844	385	02-00	Budgeted Cash / State Funds	11,649	
TOTAL (if SUBTOTAL, check here)					98,118	

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
244	0836	422	60-08	Supplies/Field Supplies	51	
244	0837	422	60-08	Supplies/Field Supplies	6,228	
244	0838	422	60-08	Supplies/Field Supplies	545	
244	0839	422	60-08	Supplies/Field Supplies	6,578	
244	0840	422	60-08	Supplies/Field Supplies	4,034	
244	0841	422	60-08	Supplies/Field Supplies	189	
244	0842	422	60-08	Supplies/Field Supplies	5,204	
244	0843	422	60-08	Supplies/Field Supplies	13,083	
244	0844	422	60-08	Supplies/Field Supplies	11,649	
TOTAL (if SUBTOTAL, check here)					98,118	

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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 request is to budget FY-12 available cash balances from the Fire Districts Revenue Fund (244) for expenditure in FY-13 for a total amount of \$98,118. Each fire district was requested to prioritize their needs to budget funds in appropriate expenditure categories.

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: Donna Morris Dept/Div: Fire Department Administration Phone No.: 992-3082

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.
 - 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.
NM State Forestry Reimbursements.
 - c) Is this request 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.

Not Applicable.

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:

Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief *WS*
Pablo Sedillo, Public Safety Director *JS*
Katherine Miller, County Manager

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase/Decrease to the Various Fire Districts (206) EMS Fund (\$5,110).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase/decrease to the various fire districts (206) EMS Fund to adjust the budget for the current year allocation to the actual distribution amount and to carry forward the FY-2012 available cash balance for expenditure in FY-2013 in the amount of \$5,110. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department is requesting to carry forward the FY-2012 available cash balances from previous year's EMS fund allocations for the fire districts to be expended in FY-2013. This budget resolution is to adjust the FY-2013 fire fund allocations to the actual distribution amount in addition to budgeting the prior year's available cash balances for the fire districts. The fire districts have prioritized their needs so that this funding is expended in the appropriate categories.

SUMMARY:

Please approve this request for a budget increase/decrease to the various Fire Districts (209) Fire Fund in the amount of \$5,110.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Various Fire Districts Fund Name: EMS Fund (206)


Budget Adjustment Type: Budget Increase/Decrease Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)


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
206	0851	371	05-00	State / DOH		304
206	0851	385	02-00	Budgeted Cash / State Funds	539	
206	0852	371	05-00	State / DOH		752
206	0852	385	02-00	Budgeted Cash / State Funds	359	
TOTAL (if SUBTOTAL, check here X)					898	1,056

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
206	0851	423	60-05	Supplies/Non-Capital Med & Lab	235	
206	0852	423	60-05	Supplies/Non-Capital Med & Lab		393
206	0853	423	80-03	Capital Purchases/Equipment & Machinery		1,647
206	0854	423	60-05	Supplies/Non-Capital Med & Lab	519	
206	0855	423	80-03	Capital Purchases/Equipment & Machinery		454
TOTAL (if SUBTOTAL, check here X)					754	2,494

Requesting Department Approval:  Title: Chief Date: 9-12-12

Finance Department Approval:  Date: 9/13/12 Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 -

BUDGET ADJUSTMENT CONTINUATION SHEET

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
206	0853	371	05-00	State / DOH		1,752
206	0853	385	02-00	Budgeted Cash / State Funds	105	
206	0854	371	05-00	State / DOH		545
206	0854	385	02-00	Budgeted Cash / State Funds	1,064	
206	0855	371	05-00	State / DOH		587
206	0855	385	02-00	Budgeted Cash / State Funds	133	
206	0856	371	05-00	State / DOH		301
206	0856	385	02-00	Budgeted Cash / State Funds	341	
206	0857	371	05-00	State / DOH		2,081
206	0857	385	02-00	Budgeted Cash / State Funds	192	
TOTAL (if SUBTOTAL, check here X)					2,733	6,322

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
206	0856	423	70-33	Other Operating Costs/Seminars & Workshops	40	
206	0857	423	80-03	Capital Purchases/Equipment & Machinery		1,889
206	0858	423	80-03	Capital Purchases/Equipment & Machinery		723
206	0859	423	70-33	Other Operating Costs/Seminars & Workshops	310	
206	0860	423	80-03	Capital Purchases/Equipment & Machinery		962
206	0861	423	70-33	Other Operating Costs/Seminars & Workshops	578	
206	0862	423	70-33	Other Operating Costs/Seminars & Workshops	114	
206	0863	423	70-33	Other Operating Costs/Seminars & Workshops	234	
206	0864	423	35-03	Vehicle Expenses/Maintenance		1,595
206	0865	423	35-01	Vehicle Expenses/Fuel	10,743	
TOTAL (if SUBTOTAL, check here X)					12,773	7,663

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

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
206	0858	371	05-00	State / DOH		769
206	0858	385	02-00	Budgeted Cash / State Funds	46	
206	0859	371	05-00	State / DOH		397
206	0859	385	02-00	Budgeted Cash / State Funds	707	
206	0860	371	05-00	State / DOH		1,102
206	0860	385	02-00	Budgeted Cash / State Funds	140	
206	0861	371	05-00	State / DOH		97
206	0861	385	02-00	Budgeted Cash / State Funds	675	
206	0862	371	05-00	State / DOH		264
206	0862	385	02-00	Budgeted Cash / State Funds	378	
206	0863	385	02-00	Budgeted Cash / State Funds	234	
206	0864	371	05-00	State / DOH		2,069
206	0864	385	02-00	Budgeted Cash / State Funds	474	
206	0865	371	05-00	State / DOH	10,743	
TOTAL (if SUBTOTAL, check here)					16,130	11,020

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
TOTAL (if SUBTOTAL, check here)						

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget increase/decrease to the Fire Districts EMS Fund (206) cost center to adjust the budget for the current year allocation to the actual distribution amount and to carry forward the FY 2012 available cash balances for expenditure in FY-2013 for the total amount of \$5,110. Each EMS District was requested to prioritize their needs to budget funds in the appropriate expenditure categories.

a) Employee Actions

Line Item	Action (Add/Delete Position, Reclash, 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: Donna Morris Dept/Div: Fire Department Administration Phone No.: 992-3082

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.
 - b) Does this include state or federal funds? YES X 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.
The State EMS Fund Act.
 - 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.
Not Applicable.

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:


Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief 
Pablo Sedillo, Public Safety Director
Katherine Miller, County Manager

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase to the Emergency Preparedness Grant Fund (244) in the amount of (\$34,971).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase to the Emergency Preparedness Grant Fund (244) to budget the prior year's available cash balance for a total increase of \$34,971 to be expended in FY-2013. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department is requesting to carry forward the available cash balance from FY-2012 to FY-2013 in the amount of \$34,971. This grant funding will be expended in accordance with the grant requirements through the New Mexico Department of Homeland Security and Emergency Management, grant number 2010-SS-TO-0011-Santa Fe County which state that this funding shall be utilized to purchase a Public Warning System and mobile generators. This funding was not expended in the prior year due to the delay in receiving the grant award from Homeland Security.

SUMMARY:

Please approve this request for a budget increase to the Fire Department Emergency Management Fund (244) in the amount of \$34,971.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Emergency Preparedness Grants Fund Name: Emergency Preparedness Grant Fund (244)

Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0000	385	02-00	Grant/Homeland Security/Budgeted Cash	34,971	
TOTAL (if SUBTOTAL, check here)					34,971	

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXX	CATEGORY/LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0808	422	60-02	Supplies/Safety Equipment	4,600	
244	0808	422	60-08	Supplies/Field Supplies	400	
244	0873	422	80-09	Capital Supplies/Vehicles/Heavy Equipment	29,971	
TOTAL (if SUBTOTAL, check here)					34,971	

Requesting Department Approval: *[Signature]* Title: Chief Date: 9-12-12

Finance Department Approval: *[Signature]* Date: 9/18/12 Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget increase to the Emergency Preparedness Grant Fund (244) to budget the prior year's available cash balance for a total increase of \$34,971 to be expended in FY-2013 on the completion of a WEPI warning siren, mobile generators and the USAR Trailer Project..

a) Employee Actions

Line Item	Action (Add/Delete Position, Re-class, 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
80-09	WEPI Warning Siren	29,971

- 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: Donna Morris Dept/Div: Fire Department Administration Phone No.: 992-3082

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.
 - b) Does this include state or federal funds? YES X 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 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. N/A

Department of Homeland Security Grant-2010-SS-T0-0011--Santa Fe County

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:

Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief *DS*
Pablo Sedillo, Public Safety Director *PS*
Katherine Miller, County Manager *KM*

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase to the FEMA Grant Fund (244) in the amount of (\$5,442).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase to the FEMA Grant Fund (244) in FY-2013 to reflect the actual FY-2012 end of year available cash balance. (Public Safety/Fire)

BACKGROUND:

The FY-2013 FEMA Grant budget was based on the annualized expenditure and cash balance available at the time of the budget preparation in Feb/March to ensure that there would be a sufficient budget to cover salaries and benefits as well as operational expenditures at the start of the fiscal year. The expenditures in FY-2012 continued through June resulting in an understated FY-2013 budget. This budget resolution will reconcile the original FY-2013 budget balance to reflect the actual available cash balance as of June 30, 2012 for this fund.

SUMMARY:

Please approve this request for a budget increase to the Fire Department FEMA Grant Fund (244) in the amount of \$5,442 to reflect the actual available cash balance at the end of FY-2012.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Administration Fund Name: FEMA Grant Fund (244)

Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

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
244	0814	385	03-00	Budgeted Cash/FEMA	5,442	
TOTAL (if SUBTOTAL, check here)					5,442	

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
244	0814	422	10-25	Salary & Wages/Overtime	2,149	27
244	0814	422	20-01	Employee Benefits/FICA Regular		6
244	0814	422	20-02	Employee Benefits/FICA Medicare		8
244	0814	422	20-06	Employee Benefits/FICA Retirement Health Care		
244	0814	422	60-09	Supplies/Educational Supplies	3,334	
TOTAL (if SUBTOTAL, check here X)					5,483	41

Requesting Department Approval: [Signature] Title: Chief Date: 9-12-12

Finance Department Approval: [Signature] Date: 9/12/12 Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget increase in the amount of \$5,442 to the Fire Department FEMA Grant Fund (244) to reflect the actual FY-2012 end of year available cash balance.

e

a) Employee Actions

Line Item	Action (Add/Delete Position, Re-class, 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: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 997-3082

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 NO X
If YES, cite statute and attach a copy.
 - b) Does this include state or federal funds? YES X NO 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.
AFG Grant EMW-2009-FO-06361 and SAFER Grant EMW-2009-FF-00453.
 - c) Is this request is a result of Commission action? YES NO 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.
N/A

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:




Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief 
Pablo Sedillo, Public Safety Director 
Katherine Miller, County Manager 

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Decrease to the Fire Department Forestry Fund (244) in the amount of (\$77,045).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget decrease to the Fire Department Forestry Fund (244) to reflect the actual FY-2012 end of year available cash balance. (Public Safety/Fire)

BACKGROUND:

The FY-2012 Forest Restoration Grant budget was based on the annualized expenditure and cash balance available at the time of the budget preparation in Feb/March to ensure that there would be a sufficient budget to cover salaries and benefits as well as operational expenditures at the start of the fiscal year. The expenditures in FY-2012 continued through June resulting in an overstated FY-2013 budget. This budget resolution will reconcile the original FY-2013 budget balance to reflect the actual available cash balance as of June 30, 2012 for this fund and will not impact staffing levels.

SUMMARY:

Please approve this request for a budget decrease to the Fire Department Forestry Fund (244) in the amount of \$77,045 to reflect the actual available cash balance at the end of FY-2012.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Administration Fund Name: Forestry Fund (244)

Budget Adjustment Type: Budget Decrease Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0809	385	03-00	Budgeted Cash/Forestry		77,045
TOTAL (if SUBTOTAL, check here)						77,045

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXX	CATEGORY /LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0809	422	10-24	Salary & Wages/Temporary Positions		4,901
244	0809	422	10-26	Salary & Wages/Term Employees		61,656
244	0809	422	20-01	Employee Benefits/FICA Regular		2,676
244	0809	422	20-02	Employee Benefits/FICA Medicare		626
244	0809	422	20-03	Employee Benefits/Retirement		3,752
244	0809	422	20-05	Employee Benefits/Health Care		3,265
TOTAL (if SUBTOTAL, check here X)						76,876

Requesting Department Approval: *[Signature]* Title: Chief Date: 8-12-12

Finance Department Approval: *[Signature]* Date: 9/13/12 Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

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
TOTAL (if SUBTOTAL, check here)						

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
244	0809	422	20-06	Employee Benefits/Retirement Health Care		135
244	0809	422	20-08	Employee Benefits/Workers Comp		21
244	0809	422	70-33	Other Operating Costs/Seminars & Workshops		13
TOTAL (if SUBTOTAL, check here)						
						77,045

SANTA FE COUNTY
RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget decrease in the amount of \$77,045 to the Fire Department Forestry Fund (244) to reflect the actual FY-2012 end of year available cash balance.

e a) Employee Actions

Line Item	Action (Add/Delete Position, Re-class, 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: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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 NO X
If YES, cite statute and attach a copy.
 - b) Does this include state or federal funds? YES X NO 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.
CFRP Grant, NMAC Grant, YCC Grant and Forestry Revenue.
 - c) Is this request is a result of Commission action? YES NO 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.

N/A

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:

Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief *DS*
Pablo Sedillo, Public Safety Director *PS*
Katherine Miller, County Manager *KM*

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase to the HAZMAT Grant Fund (244) in the amount of (\$22,865).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase to the HAZMAT Grant Fund (244) to budget the prior year's available cash balance and to adjust the budget for the current year allocation to the actual distribution amount for a total increase of \$22,865. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department is requesting to carry forward the available cash balance from FY-2012 to FY-2013 as well as adjust the current fiscal year's grant award to the actual distribution amount. This grant funding will be expended in accordance with the WIPP JPA expenditure specifications which state that this funding shall be utilized to enhance the County's response capability as it pertains to the transportation of hazardous materials. This funding can be utilized for both training and equipment.

SUMMARY:

Please approve this request for a budget increase to the Fire Department HAZMAT Fund (244) in the amount of \$22,865.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Administration Fund Name: Hazmat Grant (244)

Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

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
244	0806	385	03-00	Budgeted Cash/Hazmat Grant State/Hazmat Grant	17,865	
244	0806	371	00-00		5,000	
TOTAL (if SUBTOTAL, check here)					22,865	

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
244	0806	422	30-02	Travel/OS Mileage & Fares Travel/OS Meals & Lodging Supplies/Safety Supplies Supplies/Field Supplies Supplies/Educational /Supplies Other Operating Costs/Seminars & Workshops	2,500	
244	0806	422	30-04		2,500	
244	0806	422	60-02		770	
244	0806	422	60-08		1,648	
244	0806	422	60-09		4,206	
244	0806	422	70-33		3,000	
TOTAL (if SUBTOTAL, check here X)					14,524	

Requesting Department Approval: *[Signature]* Title: Chief Date: 9-12-12

Finance Department Approval: *[Signature]* Date: 9/13/12 Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 - _____

BUDGET ADJUSTMENT CONTINUATION SHEET

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
TOTAL (if SUBTOTAL, check here)						

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
244	0806	422	80-09	Capital Purchases/Vehicles Heavy Equipment	4,249	
244	0806	422	80-16	Capital Purchases/Computer Software	1,994	
244	0806	422	80-96	Capital Purchases/Inv.Exempt Computer Software	1,998	
TOTAL (if SUBTOTAL, check here)					22,865	

SANTA FE COUNTY
RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget increase to the Hazmat Grant (244) to budget the FY-2012 available cash balance of \$17,865 and to adjust the budget for the current fiscal year allocations to the actual distribution amount by \$5,000 for a total fund increase of \$22,865 for expenditure in FY-12 in accordance with the WIPP JPA expenditure specifications.

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
80-09	Satellite receiver for the CBRNE Truck & Emergency Lights for EM Truck	4,249
80-16	Computer Software	1,994
80-96	Inventory Exempt Computer Software	1,998

- 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: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.
 - b) Does this include state or federal funds? YES X 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 X
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).

WIPP Isolation Pilot Project Joint Powers of Agreement.

- d) Please identify other funding sources used to match this request.

N/A

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:

Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief *DWS*
Pablo Sedillo, Public Safety Director *PS*
Katherine Miller, County Manager *KM*

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase to the Fire Department Forestry Fund and Various Fire Districts Revenue Funds (\$92,654.42).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase in the amount of \$92,654.42 to the Fire Department Forestry Fund (244) and various Fire District Revenue Funds (244) to budget the revenue collected for fire department personnel and apparatus that was utilized for the following fires: Sawmill, Bear Springs, Calavera, 2012 Misc. ABC, Rio Vista Run, Nambe, Chimayo, Whitewater, Black Mesa, Tesuque Pueblo, and Garcia. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department has a Joint Powers Agreement in place with the Energy, Minerals and Natural Resources Department, Forestry Division for Wildland fire protection and suppression (contract number 10-521-2300-00320). The Santa Fe County Fire Department has received reimbursement in the amount of \$92,654.42 which is the designated rate for our personnel and apparatus utilized at the Sawmill, Bear Springs, Calavera, 2012 Misc. ABC, Rio Vista Run, Nambe, Chimayo, Whitewater, Black Mesa, Tesuque Pueblo, and Garcia Fires. When reimbursement money is collected for deployment to a Wildland fire utilizing the NM Resource Mobilization Plan (JPA) the money is budgeted into the fire department forestry cost center under salaries and benefits to help fund the fire department crew of Wildland Urban Interface Specialists and reimburse the fire districts for personnel and equipment.

SUMMARY:

Please approve the request to increase the Fire Department Forestry Fund (244) and various Fire District Revenue Funds (244) budgets by \$92,654.42.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Various Fire Districts Fund Name: Fire District Revenue/Forestry Fund (244)

Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)

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
244	0809	360	09-02	Revenue/State Forestry	59,280	
244	0831	360	09-02	Revenue/State Forestry	1,003	
244	0832	360	09-02	Revenue/State Forestry	10,515	
244	0834	360	09-02	Revenue/State Forestry	7,236	
TOTAL (if SUBTOTAL, check here X)					78,034	

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
244	0809	422	10-26	Salaries & Wages/Term Employees	28,068	
244	0809	422	20-01	Employee Benefits/FICA Regular	3,365	
244	0809	422	20-02	Employee Benefits/FICA Medicare	787	
244	0809	422	20-03	Employee Benefits/PERA	15,931	
TOTAL (if SUBTOTAL, check here X)					48,151	

Requesting Department Approval: [Signature] Title: Chief Date: 9-12-12

Finance Department Approval: [Signature] Entered by: _____ Date: _____

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

SANTA FE COUNTY

RESOLUTION 2012 -

BUDGET ADJUSTMENT CONTINUATION SHEET

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
244	0835	360	09-02	Revenue/State Forestry	1,813	
244	0836	360	09-02	Revenue/State Forestry	1,103	
244	0837	360	09-02	Revenue/State Forestry	277	
244	0838	360	09-02	Revenue/State Forestry	1,523	
244	0840	360	09-02	Revenue/State Forestry	287	
244	0842	360	09-02	Revenue/State Forestry	538	
244	0843	360	09-02	Revenue/State Forestry	510	
244	0872	360	10-55	Revenue/State Forestry	8,568	
TOTAL (if SUBTOTAL, check here)					92,653	

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
244	0809	422	20-05	Employee Benefits/Group Insurance	5,000	
244	0809	422	20-06	Employee Benefits/Ret. HC	1,129	
244	0809	422	60-08	Supplies/Field Supplies	5,000	
244	0831	422	60-08	Supplies/Field Supplies	1,003	
244	0832	422	60-08	Supplies/Field Supplies	10,515	
244	0834	422	60-08	Supplies/Field Supplies	7,236	
244	0835	422	60-08	Supplies/Field Supplies	1,813	
244	0836	422	60-08	Supplies/Field Supplies	1,103	
244	0837	422	60-08	Supplies/Field Supplies	277	
244	0838	422	60-08	Supplies/Field Supplies	1,523	
244	0840	422	60-08	Supplies/Field Supplies	287	
244	0842	422	60-08	Supplies/Field Supplies	538	
244	0843	422	60-08	Supplies/Field Supplies	510	
244	0872	421	10-55	Salary & Wages/Volunteer Reimbursements	8,568	
TOTAL (if SUBTOTAL, check here)					92,653	

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget increase to the Forest Restoration and Various Fire Districts (244) Forestry Revenue Fund for a combined total of \$92,653 to reimburse the Wildland hand crew and various fire districts for fire personnel and/or fire apparatus utilized on the following fires: Sawmill, Bear Springs, Calavera, 2012 Misc. ABC, Rio Vista Run, Nambe, Chimayo, Whitewater, Black Mesa, Tesuque Pueblo, and Garcia Fire. The various fire districts will utilize the reimbursements to purchase or replace necessary field supplies and reimburse personnel utilized on the fires, and Wildland will utilize the reimbursements to help fund the fire department staff of Wildland Urban Interface Specialists as well as supplies.

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: Donna Morris Dept/Div: Fire Department Administration Phone No.: 992-3082

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.
 - b) Does this include state or federal funds? YES X 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 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.

NM State Forestry Reimbursements.

Not Applicable.

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madam Chair

ATTEST:

Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: David Sperling, Fire Chief *DMS*
Pablo Sedillo, Public Safety Director *P Sedillo*
Katherine Miller, County Manager *gm*

Date: September 25, 2012

Re: *Requesting BCC Approval to Budget a Monetary Contribution to the Fire Department (\$27,074).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval to budget a monetary contribution from the Eldorado Fire & Rescue Association to purchase a Lifepack 15 Heart Monitor for the Eldorado Fire District in the amount of \$27,074. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department received a monetary contribution from the Eldorado Fire & Rescue Association in the amount of \$27,074 to purchase a Lifepack 15 Heart Monitor to be utilized by the Eldorado Fire District. This contribution was made so that the heart monitor can be purchased utilizing the SFC Procurement Guidelines and tagged as a SFC fixed asset.

SUMMARY:

Please approve the request to budget a monetary contribution in the amount of \$27,074 to be expended on a Lifepack 15 Heart Monitor in FY- 2013.

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 September 25, 2012, did request the following budget adjustment:

Department / Division: Fire Department/Fire Administration Fund Name: Eldorado Revenue Fund (244)


Budget Adjustment Type: Budget Increase Fiscal Year: 2013 (July 1, 2012 - June 30, 2013)


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
244	0832	360	01-01	Eldorado Contribution	27,074	
					27,074	

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
244	0832	422	80-17	Capital Purchases/Medical Equipment	27,074	
					27,074	

Requesting Department Approval:  Fire Chief Date: 9-12-12

Finance Department Approval:  Date: 9/12/12

County Manager Approval: _____ Date: _____

Entered by: _____ Date: _____

Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2012 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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.

Requesting BCC approval for a budget increase to the Eldorado Fire District Revenue Cost Center (244) to budget a contribution in the amount of \$27,074 made by the Eldorado Fire & Rescue Association to purchase a Lifepack 15 heart monitor for the Eldorado Fire District. This contribution was made so that the heart monitor can be purchased utilizing the SFC Procurement Guidelines and tagged as a SFC fixed asset.

Line Item	Action (Add/Delete Position, Reclss, 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
80-17	Lifepack 15 Heart Monitor	27,074

- 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: Donna Morris Dept/Div: Fire Department/Administration Phone No.: 992-3082

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
 - 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.

N/A

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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Madame Chair

ATTEST:

Valerie Espinoza, County Clerk