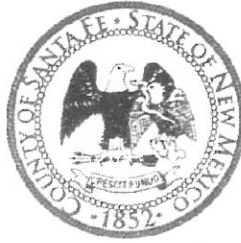


Daniel "Danny" Mayfield
Commissioner, District 1

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 27, 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

AL 8/27/12 gmm

Re: ***BCC Meeting September 25, 2012***

RESOLUTION 2012 – A RESOLUTION REQUESTING AN INCREASE TO THE GOB SERIES 2009 FUND (335) TO CARRY FORWARD A CASH BALANCE FOR THE CAJA DEL RIO AND COUNTY ROAD 98 ROAD PROJECTS. /\$1,244,086. (PUBLIC WORKS/ ADAM LEIGLAND)

BACKGROUND:

In November of 2008, the voters of Santa Fe County approved \$15,500,000 in general obligation bonds to acquire, construct, design, equip, and improve roads within the County. The Public Works Department would like to budget the remaining cash balance of \$100,000 for the Caja Del Rio Road Construction Project and \$1,144,086 for the County Road 98 Construction Project for a total amount of \$1,244,086. This funding will cover costs for project representative services, provide the required contingency during construction for any unanticipated construction costs as well as costs to update current biological stipulations for County Road 98 Phase II and Caja Del Rio mandated by BLM .

ACTION:

Staff is requesting an increase to the GOB Series 2009 Fund (335) to budget cash for the Caja Del Rio Road Construction Project and the County Road 98 project in the amount of \$1,244,086.

**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: GOB Series 2009

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
335	0000	385	0400	Budgeted Cash	\$1,244,086	
TOTAL (if SUBTOTAL, check here)					\$1,244,086	

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
335	6166	453	8010	Capital Purchases/Roadways (Bridges/Culvert)	\$100,000	
335	6170	453	8010	Capital Purchases/Roadways (Bridges/Culvert)	\$1,144,086	
TOTAL (if SUBTOTAL, check here)					\$1,244,086	

Requesting Department Approval: _____

Title: Adam Leigland, PE, AICP

Director, Public Works

Date: 9/6/12

Finance Department Approval: [Signature]

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: Agnes Leyba-Cruz Dept/Div: Public Works/Projects, Facilities & Open Space Phone No.: 995-6516

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.
 These funds are the proceeds from the 2009 General Obligation Bond. Public Works is requesting that \$100,000 be budgeted for the Caja Del Rio Road Construction Project and \$1,144,086 be budgeted for the County Road 98 Road Construction Project.

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
8010	The funds will be used to do improvements to Caja Del Rio Road and County Road 98.	\$1,244,086

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

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.: 995-6516 _____

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.

This will budget funds from the 2009 General Obligation Bond into fund 335.

- 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 25th Day of September, 2012.

Santa Fe Board of County Commissioners

Liz Stefanics, Chairperson

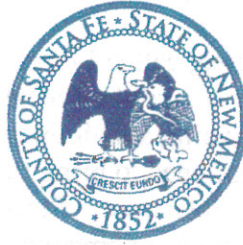
ATTEST:

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 31, 2012*

TO: *Board of County Commissioners*

FROM: *Adam Leigland, Public Works Department Director*

VIA: *Katherine Miller, County Manager*

ITEM AND ISSUE: *BCC Meeting September 25, 2012*
DISCUSSION ON ESTABLISHING PROCEDURES FOR THE ORDERLY AND UNIFORM ADMINISTRATION OF THE SANTA FE COUNTY PROCESS FOR ROAD ACCEPTANCE, DESIGNATION OR RE-DESIGNATION, AND FOR THE VACATION OF COUNTY-MAINTAINED ROADS

Santa Fe County currently maintains 574 miles of road. This number fluctuates year-to-year as the County adopts new roads for County maintenance, abandon roads, or the roads change ownership as through annexation. This can be seen in the table below.

Year	Total miles of County-maintained roads
1955	429.05
1963	815.42
1988	432.64
1996	617.57
2011	574.33

The County receives many requests to adopt roads for County maintenance, and the County's current policy for treating these requests is contained in Resolution 1998-119 (attached). Resolution 1998-119 is almost 14 years old and should be updated. Meanwhile, while New Mexico Statute Annotated 67-5-4 allows the BCC to abandon or vacate road and describes the process to do so, the County currently has no corresponding policy to implement the state statute.

SANTA FE COUNTY**RESOLUTION NO. 1998 - 119**

**A RESOLUTION ADOPTING A POLICY FOR
ACCEPTANCE OF NON-COUNTY ROADS FOR COUNTY
MAINTENANCE**

Whereas, Santa Fe County encompasses a geographical area of approximately 2,000 square miles; and

Whereas, the County is primarily rural with small areas of concentrated development; and

Whereas, a comprehensive road system is a necessary and vital link between communities; and

Whereas, there are an estimated 1,500 total miles of roads within the County; and,

Whereas, of the total miles, approximately 600 miles are recognized as County Roads and maintained by the County; and

Whereas, the County's goal is to provide the best services possible to its residents with the available resources; and

Whereas, the citizens of Santa Fe County continuously request the County to provide maintenance on non-County Roads; and

Whereas, the Board of County Commissioners desires to have a policy that will consider the requests for County maintenance on a equitable and consistent basis;

NOW, THEREFORE, BE IT RESOLVED that the Santa Fe County Board of County Commissioners adopts the following policy for consideration of acceptance of non-County roads for County maintenance.

1562369

PASSED, ADOPTED AND APPROVED THIS 27th DAY OF October 1998

BOARD OF COUNTY COMMISSIONERS

Joe S. Grine, Jr.
Mareo P. Trujillo, Chairman
Joe S. Grine, Jr., Vice-Chair

ATTEST

Rebecca Bustamante
Rebecca Bustamante, County Clerk



APPROVED AS TO LEGAL FORM:

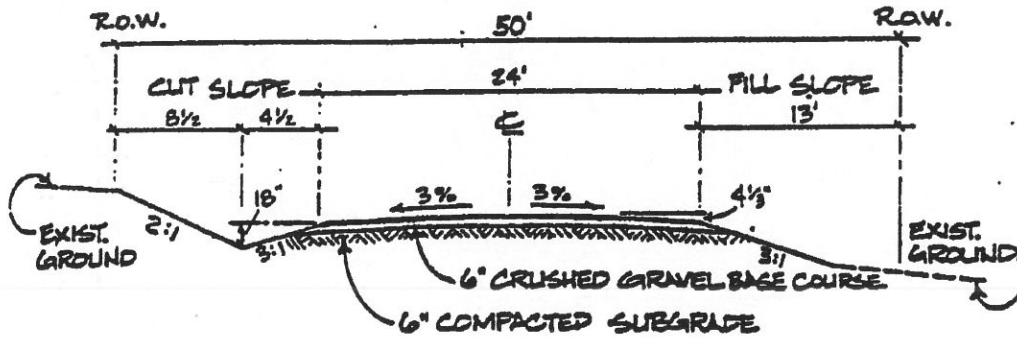
Denice Brown
Denice Brown, County Attorney



COUNTY OF SANTA FE)
STATE OF NEW MEXICO 1048)^{SS} 093
I hereby certify that this instrument was filed
for record on the 6 day of Nov A.D.
19 98 at 9:53 o'clock am
and was duly recorded in book 1562
page 367 - 369 of the records of
Santa Fe County.

Witness my Hand and Seal of Office
Rebecca Bustamante
County Clerk, Santa Fe County, N.M.

Veronica Clayton
Deputy

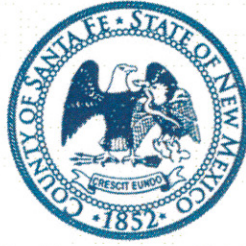
LOCAL ROAD

- NUMBER OF LOTS: 0 - 99
- ESTIMATED A.D.T.: 0 - 999
- A plasticity index of 8% to 12% is required.
- 95% maximum density compaction is required.
- This standard applies to all local roads including subcollectors, places, lanes and cul-de-sacs.

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: *September 25, 2012*

TO: *Board of County Commissioners*

FROM: *Adam Leigland, Public Works Department Director*

VIA: *Katherine Miller, County Manager*

ITEM AND ISSUE: *BCC Meeting September 25, 2012*
A RESOLUTION AUTHORIZING AND SUPPORTING AN INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN FOR SANTA FE COUNTY TO BE SUBMITTED TO THE NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION.

The New Mexico Department of Finance Administration (DFA) has initiated the annual Infrastructure and Capital Improvements Plan (ICIP) process for Fiscal Years 2014-2018. The DFA requires that each county submit an ICIP to the state by October 1, 2012.

Additionally, DFA requires that the County adopt the plan via a resolution. The attached resolution will be submitted to DFA along with the previously approved ICIP for Fiscal Years 2014-2018.

Requested Action:

Staff requests that the Board of County Commissioners approve a Resolution authorizing and supporting an Infrastructure Capital Improvements Plan for Santa Fe County for Fiscal Years 2014-2018.

SANTA FE COUNTY

RESOLUTION NO. 2012 –

**A RESOLUTION AUTHORIZING AND SUPPORTING AN INFRASTRUCTURE
CAPITAL IMPROVEMENTS PLAN FOR
SANTA FE COUNTY**

WHEREAS, Santa Fe County recognizes that the financing of public capital projects has become a major concern in New Mexico and nationally;

WHEREAS, in times of scarce resources, it is necessary to find new financing mechanisms and maximize the use of existing resources;

WHEREAS, systematic capital improvements planning is an effective tool for communities to define their development needs, establish priorities and pursue concrete actions and strategies to achieve necessary project development;

WHEREAS, the process contributes to local and regional efforts in project identification and selection in short and long range capital planning efforts;

WHEREAS, the Santa Fe County Infrastructure Capital Improvements Plan (ICIP) has been developed with the hard work of citizens, staff and Elected Officials participating in a series of community meetings.

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Santa Fe County (the BCC) hereby authorizes and adopts Exhibit A, attached hereto and made a part hereof, as the list of capital projects for inclusion in the Santa Fe County FY 2014-2018 ICIP.

BE IT FURTHER RESOLVED that the BCC ranks Projects No. 1, 2, 3, 4 and 5 as the priority ranking for the FY 2014-2018 ICIP.

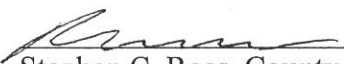
APPROVED, ADOPTED AND PASSED this 25th day of September, 2012.

BOARD OF COUNTY COMMISSIONERS

Liz Stefanics, Chair

Approved as to form:

Attest:



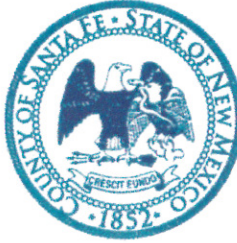
Stephen C. Ross, County Attorney

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 31, 2012*

TO: *Board of County Commissioners*

FROM: *Adam Leigland, Public Works Department Director* *PL 9/31/12*

VIA: *Katherine Miller, County Manager*

ITEM AND ISSUE: *BCC Meeting September 25, 2012*

RESOLUTION 2012-__ A RESOLUTION RESCINDING RESOLUTION 2012-58 AND ADOPTING THE RURAL WATER SYSTEM ACQUISITION AND INTEGRATION POLICIES OF SANTA FE COUNTY, INCLUDING THE CONDITIONS AND PROCEDURES TO BE FOLLOWED BY ALL APPLICANTS, AS WELL AS SANTA FE COUNTY STAFF, IN THE PROCESS OF ACQUIRING AND INTEGRATING EXISTING RURAL WATER SYSTEMS INTO THE SANTA FE COUNTY UTILITIES SERVICE AREA.

At the April 24th, 2012, BCC, the Commission adopted Resolution 2012-58, a Resolution articulating County policy regarding funding requests from private, quasi-public, or public water and wastewater systems for capital improvements. The resolution stated that rural water systems seeking capital assistance from the County must become incorporated into the County Utility service area.

The exact processes and procedures for implementing this policy were not included in Resolution 2012-58. The subject resolution creates these processes and procedures. The content of 2012-58 is integrated into the subject resolution so that the County's policy with regard to rural water systems is contained in one document instead of two.

REQUESTED ACTION:

The Board of County Commissioners approve this item.

THE BOARD OF COMMISSIONERS OF SANTA FE COUNTY

RESOLUTION No. 2012-58

**A RESOLUTION ARTICULATING COUNTY POLICY REGARDING
FUNDING REQUESTS FROM PRIVATE, QUASI-PUBLIC, OR PUBLIC
WATER AND WASTEWATER SYSTEMS FOR CAPITAL
IMPROVEMENTS**

WHEREAS, the County is undertaking a performance-based capital budgeting system;

WHEREAS, the County Commission has always taken and will continue to take the responsibility for the management of the County's water resources as one of its highest priorities;

WHEREAS, the County is periodically approached to provide capital funding to private, quasi-public, or public water and wastewater systems located throughout the County, such as those operated by homeowner associations, mutual domestic water consumer associations, or water and wastewater special districts;

WHEREAS, it is in the County's interest to own, operate, and maintain water and wastewater systems in which it has capital investment;

WHEREAS, the County Utility has began an orderly expansion with the ultimate goal of achieving financial autonomy and of serving as many residents of Santa Fe County as possible and economically feasible; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe, as follows:

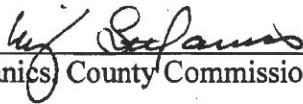
1. Santa Fe County will entertain requests from private, quasi-public, and public water and wastewater systems, such as those operated by homeowner associations, mutual domestic water consumer associations, or water and wastewater special districts, for funding for capital improvements only under the following conditions:
 - a. The County takes control of the water source(s), a master meter is installed at the point(s) of supply, and the private, quasi-public, or public water and wastewater system becomes a wholesale customer of the County; or
 - b. The County Water Service Area boundaries shall expand to fully include the boundaries of the private, quasi-public, and public water and wastewater system, the County takes control of the entire water supply and distribution system capital assets, and the customers of the private, quasi-public, or public water and wastewater system become retail customers of the County.

SFC CLERK RECORDED 04/25/2012

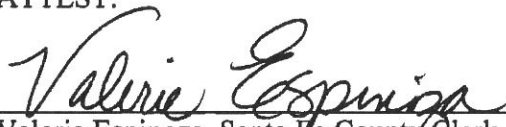
2. The County will not entertain capital funding requests from private, quasi-public, or public water and wastewater systems for which the foregoing conditions cannot be met.
3. The foregoing conditions will not apply in situations in which the capital funding requests has already been approved and/or executed of the date of approval.

PASSED, APPROVED, AND ADOPTED this 24th day of April, 2012.


THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY



 Liz Stefanics, County Commission Chair

ATTEST:


 Valerie Espinoza, Santa Fe County Clerk

APPROVED AS TO FORM:


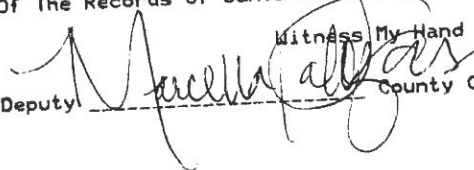
 Stephen C. Ross, Santa Fe County Attorney



COUNTY OF SANTA FE)
 STATE OF NEW MEXICO) ss

BCC RESOLUTIONS
 PAGES: 2

I Hereby Certify That This Instrument Was Filed for Record On The 25TH Day Of April, 2012 at 10:57:25 AM And Was Duly Recorded as Instrument # 1667322 Of The Records Of Santa Fe County

Deputy  Witness My Hand And Seal Of Office Valerie Espinoza County Clerk, Santa Fe, NM

BCC CLERK RECORDED 04/25/2012

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

RESOLUTION No. 2012-__

A RESOLUTION RESCINDING RESOLUTION 2012-58 AND ADOPTING RURAL WATER SYSTEM ACQUISITION AND INTEGRATION POLICIES FOR THE SANTA FE COUNTY WATER UTILITY, INCLUDING PROCEDURES TO BE FOLLOWED IN PROCESSING AND EVALUATING APPLICATIONS IN A SYSTEMATIC AND FAIR MANNER, ESTABLISHING CONDITIONS UNDER WHICH SUCH TRANSACTIONS SHALL BE APPROVED, ESTABLISHING SAFEGUARDS TO PROTECT THE COUNTY DURING SUCH TRANSACTIONS.

WHEREAS, the Board of County Commissioners has always viewed management of the County's water resources as one of its highest priorities;

WHEREAS, the County is periodically approached to provide capital funding or otherwise assist private, quasi-public, or public water and wastewater systems located throughout the County, such as those operated by homeowner associations, mutual domestic water consumer associations, or water and wastewater special districts;

WHEREAS, it is in the County's best interest to own, operate, and maintain water and wastewater systems in which it has made a capital investment;

WHEREAS, the County's Water and Wastewater Utility has begun an orderly process of expansion with the ultimate goals of achieving financial autonomy and of serving as many residents of Santa Fe County as economically feasible;

WHEREAS, the Board of County Commissioners adopted its Resolution No. 2012-58, which articulated a policy concerning water systems but did not describe a procedure for implementing the policy; and

WHEREAS, the Board of County Commissioners therefore desires to build upon Resolution No. 2012-58 and establish herein a coherent policy whereby requests for the County to provide capital assistance to private or public water systems are processed, where the end result is County ownership and operation of such systems, and where the public and the County is adequately protected against the risks inherent in such enterprises.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY, AS FOLLOWS:

1. Resolution No. 2012-58 is hereby rescinded.

2. Santa Fe County will entertain requests from private, quasi-public, and public water and wastewater systems, such as those operated by homeowner associations, mutual domestic water consumer associations, or water and wastewater special districts, for funding of capital improvements only under the following conditions:

a. The County takes control of the water source(s), a master meter is installed at the point(s) of supply, and the private, quasi-public, or public water and wastewater system becomes a wholesale customer of the County; or

b. The County Water and Wastewater Service Area Boundaries shall expand to fully include the boundaries of the private, quasi-public, and public water and wastewater system, the County takes control of the entire water supply and distribution system capital assets, and the customers of the private, quasi-public, or public water and wastewater system become retail customers of the County, although a water system may become a temporary wholesale customer of the County and receive water service on a wholesale basis so long as the County is actively processing the application as described in paragraph 5, below.

3. The County will not entertain capital funding requests from private, quasi-public, or public water and wastewater systems for which the conditions in the previous paragraph are not met.

4. The conditions established in paragraph 2 shall not apply where the capital funding request has already been approved and/or executed.

5. Applications from private, quasi-public, and public water and wastewater systems shall be processed in a coherent and systematic manner, as follows:

a. A private, quasi-public, and public water and wastewater systems may file an application seeking to integrate the system and its customers into the County systems. Alternatively, a request to integrate may be made by the Board, in which case no application shall be necessary.

b. If an application is required, it shall contain all of the following:

i. A copy of a resolution adopted by the Board of Directors of the system requesting integration;

ii. Financial information concerning the system for the current and previous fiscal years that includes income, expenditures (including capital expenditures), outstanding indebtedness, accounts receivable, and a copy of an audited financial statement, if available;

iii. Records of local, state and federal grants obtained;

- iv. Technical information concerning the system itself, including information about the infrastructure (water source, pumps, distribution and transmission lines) including, but not limited to, maintenance history, condition, capacity, limitations;
- v. A complete inventory of capital assets, including equipment, infrastructure, wells, pump stations, reservoirs, distribution and transmission lines, easements, real property, and water rights;
- vi. A complete inventory of non-capital assets such as cash, accounts or contracts, with copies of all statements and other documents pertinent to those resources;
- vii. A complete list of obligations of the water system, including contracts, and collective bargaining agreements;
- viii. A complete list of customers, both active and inactive, including up-to-date reference information including names, service addresses, billing addresses, meter sizes and meter serial numbers in meter reading route sequence, records of hook-up fees, and the status on each account;
- ix. A complete list of extant contracts with vendors and consultants, including the status of each account;
- x. Detailed information and documents concerning compliance with relevant state and federal environmental laws, including any relevant correspondence, test results, notices or complaints; and
- xi. A complete list of claims pending against the water system, and details concerning the water system's insurance coverage.

c. County staff shall review the application and accompanying material and shall make a determination whether adequate information exists to make an informed decision concerning the application. If the information is adequate, staff will prepare a technical, legal and fiscal analysis of the proposed integration, and forward that analysis to the Board and the County Manager. If no application is submitted, County staff shall gather all the information specified above and analyze same.

d. The Board shall decide whether the application is to be accepted. If the application is denied, no further action will be taken.

e. If the application is accepted, a purchase agreement shall be prepared by and between the system and the County, in which all assets, including equipment, infrastructure, wells, pump stations, reservoirs, distribution and transmission lines, easements, real property, and water rights shall be transferred to the County.

f. The purchase agreement shall:

- i. Clearly state that the County shall not accept any debts or liabilities of the water system;
- ii. Require title insurance of all real property transferred to the County;
- iii. Specify that all water tanks, water distribution towers, water lines, pumping stations, pumps, water lines, water mains, service lines, distribution facilities, meters, curb boxes, curb stops, services lines, public fire hydrants, valves, fittings, and all appurtenances along with other tangible personal property be transferred to the County;
- iv. Specify that all equipment, machinery, vehicles, tools, motors, spare parts, materials, supplies, fixtures and improvements, construction in progress, jigs, molds, patterns, gauges, production fixtures, office equipment, computer systems, telephone systems and other tangible personal property related to the operation of the system be transferred to the County;
- v. Clearly specify which contracts, obligations accounts receivables, general indebtedness shall be assumed by the County, and in what manner;
- vi. Clearly specify which state or federal grants or obligations thereunder shall be assumed by the County;
- vii. In the case of a utility that is a regulated public utility and regulated by the Public Regulation Commission, specify that the agreement is contingent on approval of the Public Regulation Commission of the transaction;
- viii. Transfer, to the extent transferable, all rights under any written or oral contract, agreement, lease, plan, instrument, registration, license, sub-license (including any railroad crossing license or sub-license), permit, certificate, document, commitment, arrangement, undertaking, practice, authorization or approval of any nature relating to the system and entered into in the ordinary course of business consistent with past practice, but specifically excluding excluded contracts;
- ix. Transfer, to the extent transferable, all of the systems' water rights;
- x. Transfer, to the extent transferrable, all of the system's rights under any permit, franchise, license, sub-license, approval, authorization, order, registration, certificate, or variance;
- xi. Transfer all information, books, records, ledgers, files, documents, correspondence, data, plans, models, system maps, engineering records, mylars, planning, studies, architectural plans, drawings and specifications, customer records and data, supplier lists, records of operations, quality control records and

procedures, equipment maintenance records, manual and warranty information, laboratory books, intellectual property and goodwill (including, to the extent transferable, any licenses and sub-licenses granted or obtained with respect thereto) and inspection processes relating to the system;

xii. Transfer all accumulated cash and securities;

xiii. Clearly specify which contractual rights, duties, liabilities and obligations of the system with respect to transferable contracts, agreements and commitments relating to the system are to be assumed by the County, which shall be specifically identified and scheduled, except that (i) the County shall not assume any liabilities or obligations for any breach or default by, or payment obligations of, the system under such assumed contracts occurring or arising on or prior to the closing date; and, (ii) the County shall not assume any liabilities or obligations for any contracts, agreements or commitments that are listed (“excluded contracts”);

xiv. Clearly specify that the County shall and agree to pay or discharge only the liabilities and obligations of the water systems that are listed in the purchase agreement, including, but not limited to, (i) all rights, duties, liabilities and obligations of FC under the assumed contracts not required to be performed prior to the closing date; (ii) any change orders on projects in progress that were entered into between the date hereof and the closing date and that were requested by the County and approved by system before the closing date; and, (iii) any change orders that are approved or requested by the County after the closing date (“assumed liabilities”);

xv. Clearly specify that the system shall retain and discharge: (i) all rights, duties, liabilities and obligations required to be performed under the excluded contracts; (ii) all rights, duties, liabilities and obligations of the system under the Assumed Contracts required to be performed prior to the closing date; (iii) any change orders on projects in progress that were approved by the system but were not requested by the County before the closing date; and, (iv) all the liabilities and obligations arising out of the ownership, operation or use of the assets or system prior to the closing date, excepting only the assumed liabilities;

xvi. Clearly specify that, in the event that capital improvement projects and/or studies are still in progress at the time of the closing date, that the system shall place into an escrow account for each project the balance of the contracted project costs any change orders approved by the system up to the closing date, and payments on the contracts will be made from the escrow account after the closing date; and

xvii. Clearly specify the employees of the system, if any, that will become employees of the County and, as of the closing date, the conditions of such employment such as wages, benefits and classifications and whether the employees will credit for term of service while employed by the system;

f. The County may, at the request of the system, assist in the winding down of the affairs of the system after integration by the County. The details of any assistance shall be set forth in the purchase agreement.

g. Following execution of the purchase agreement, the County shall perform due diligence and investigations as specified in the purchase agreement. The system shall cooperate fully with the diligence and investigations.

h. If the due diligence period specified in the purchase agreement is successful, the transaction will close as specified in the purchase agreement.

i. Once the transaction closes, the customers of the water system shall become customers of the County utility. Customer of an acquired system shall not be required to pay the initial service connection fee so long as water rights are transferred to the County Utility .

j. Once the closing has taken place as specified in the previous paragraph, the water system must wind down its affairs and file documents to terminate its existence. Assistance may be provided with this process.

k. After acquisition, include in rate base or, if the acquired system is nonperforming, an acquisition adjustment may be assessed from the former customers of the water system.

PASSED, APPROVED AND ADOPTED this _____ day of 2011.


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

By: _____
Liz Stefanics, Chair

ATTEST:

Valerie Espinoza, County Clerk

Approved As To Form:



Stephen C. Ross
County Attorney

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 31, 2012*

TO: *Board of County Commissioners*

FROM: *Adam Leigland, Public Works Department Director* *AL* *8/31/12*

VIA: *Katherine Miller, County Manager*

ITEM AND ISSUE: *BCC Meeting September 25, 2012*

RESOLUTION 2012-__ A RESOLUTION INCORPORATING THE CHUPADERO MUTUAL DOMESTIC WATER CONSUMERS ASSOCIATION SERVICE AREA INTO THE SANTA FE COUNTY WATER AND WASTEWATER UTILITY SERVICE AREA AND COMMITTING TO EXECUTE THE PROPER LEGAL INSTRUMENT DETAILING TRANSFER OF WATER ASSETS AND INFRASTRUCTURE TO SANTA FE COUNTY

The Chupadero Water and Sewage Corporation is a non-profit mutual domestic water consumers association that serves 55 customers in Chupadero. The infrastructure of the system comprises a well, a 20,000-gallon storage tank, and a small pressurized distribution system.

The system has been struggling for years, and has unsuccessfully sought funding in the past to upgrade the system, most recently in 2010 through the Water Trust Board. In early May 2012, the system's well began to run dry, producing only a third of what was needed. The Santa Fe County Water and Wastewater Utility (the "County Utility") intervened quickly to address the immediate crisis, but larger infrastructural problems remain that require significant capital investment. This investment is beyond the means of the Chupadero association. Meanwhile, the County cannot expend funds on a system it does not own.

In April 2012, the Board of County Commissioners approved Resolution 2012-58, which allows the County Utility to incorporate small rural water systems such as Chupadero's into the County Utility service area, as both a means to increase the County Utility customer base and a way to rescue ailing rural water systems. This policy was presented to the Chupadero Water and Sewage Corporation board at their July 23, 2012, board meeting, and the board voted to approve incorporation by the County Utility (see attachment).

The subject resolution takes the first step for the County Utility to incorporate the Chupadero system. If approved, the County will develop a new well and install a new, larger water storage

Chupadero Water-Sewage Corp.

P.O. Box 24051 ■ Santa Fe, NM 87502-0051 ■ Julia2sf@comcast.net

July 27, 2012

Vie Email and Regular Mail

Mr. Patricio Guerrerortiz, P.E.
Santa Fe County Water Utilities
PO Box 276
Santa Fe, NM 87504

Re: Transfer of Chupadero Water Sewage Corporation's tank and well to Santa Fe County Water Utilities and transfer of the remaining system

Dear Mr. Guerrerortiz:

Thank you for attending the July 23, 2012 special membership meeting for the Chupadero Water-Sewage Corporation (CWSC), a non-profit local mutual domestic that has served the domestic water needs of many in the Chupadero Valley since its incorporation in 1974. This letter confirms CWSC's interest in working with Santa Fe County to provide safe drinking water to the association's members.

Certain deficits of our system, coupled with the very dry last two winters, have undermined CWSC's ability to provide our 53 members with a reliable source of water. The recent resignations of our long-standing board president Linda Miller and Water Master Jack Miller further highlight our lack of talent to grapple with our current situation or lay the groundwork to make the necessary upgrades.

The special membership meeting you attended this past Monday night was convened to debate and vote upon the following resolution:

The membership of the Chupadero Water-Sewage Corporation (CWSC) gives its Board of Directors authority to deed its wells and tanks to the Santa Fe County Water Utilities and apply to the Santa Fe County Board of Commissioners for the Commissioners to acquire ownership and operate the CWSC, and serve CWSC member households as retail clients.

This resolution has been approved by at least 27 (50.9%) of our 53 members: 21 members at the meeting, four members by proxy vote, and two members after the meeting. Additional proxies are being gathered. No one dissented, and some in the community expressed an interest in joining the system if and when Santa Fe County acquires it.

Per your explanation at the July 23rd meeting, the acquisition will happen in two phases, including:

Phase 1: CWSC becomes as an Institutional Client of the Santa Fe County Water Utilities (Temporary)

This phase is initiated by CWSC's board of directors deeding CWSC's water tanks and wells to Santa Fe County. Passage of the above resolution demonstrates member consent to this initial step. This is designed to be a temporary phase, lasting a minimum of 60 days, which allows the County to access our critical water infrastructure. During this time, the County will conduct its due diligence to identify needs and solutions, which will become part of its larger, long term development plan for the water system.

CWSC will be an institutional client of the Santa Fe County Water Utilities, purchasing water wholesale at \$3.22 per thousand gallons. CWSC will be responsible for maintaining the infrastructure that serves its

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

**A RESOLUTION INCORPORATING THE CHUPADERO MUTUAL DOMESTIC WATER CONSUMERS
ASSOCIATION SERVICE AREA INTO THE SANTA FE COUNTY WATER AND WASTEWATER UTILITY
SERVICE AREA AND COMMITTING TO EXECUTE THE PROPER LEGAL INSTRUMENT DETAILING TRANSFER
OF WATER ASSETS AND INFRASTRUCTURE TO SANTA FE COUNTY**

WHEREAS, the service area of the Chupadero Mutual Domestic Water Consumers Association ("Chupadero Water Association") in northern Santa Fe County is currently outside the boundaries of the Santa Fe County Water and Wastewater Utility's ("County Utility") Water Service Area;

WHEREAS, the Board of County Commissioners ("BCC") takes responsibility for the management of the County's water resources as one of its highest priorities;

WHEREAS, the Chupadero Water Association infrastructure is in dire need of significant improvement for the provision of safe water to its customers;

WHEREAS, the County owns, operates, and is actively acquiring infrastructure capable of supplying safe and reliable water for human consumption, agriculture, industrial uses, construction, and other uses of its Utility customers;

WHEREAS, the Board of the Chupadero Water Association approved incorporating the Association's Water Service Area into the County Utility's Water Service Area at their July 23, 2012 meeting;

WHEREAS, the County Utility has begun an orderly expansion with the ultimate goal of achieving financial autonomy and of serving as many residents of Santa Fe County as possible and economically feasible;

WHEREAS, the orderly expansion of the County Utility's Water Service Area boundaries will ultimately allow for water system improvement projects and millions of dollars in public and private capital investments; and

WHEREAS, because of their geographic dispersion and unique characteristics, acquired rural water systems such as Chupadero's will incur an above-average labor load, estimated at 0.67 of a full-time equivalent (FTE) for every system.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County, as follows:

1. The County Utility Water Service Area boundaries are hereby expanded to fully include the Chupadero Water and Sewage Corporation Customer Parcels and all properties upon which the Chupadero Water and Sewage Corporation's water infrastructure is located as reflected on Exhibit A attached hereto and made a part hereof by reference;
2. The BCC and Board of the Chupadero Water Association shall ultimately execute the proper legal instrument detailing the conditions of this boundary inclusion, which instrument shall conform to all requirements of any relevant policies adopted by Santa Fe County;
3. Upon execution of said legal instrument, Santa Fe County shall take over ownership and maintenance of the Chupadero Water Association's water assets and Infrastructure in exchange for providing funding for and execution of the design and construction of any water distribution and storage improvements necessary for ongoing water service to the customers currently served by the Chupadero Water Association;
4. The BCC shall create a new FTE position in the County Utility, the filling of which will be subject to the future availability of funding.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2012

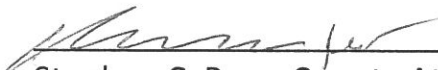
**THE BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY**

By: _____
Liz Stefanics, Chair

Attest:

Valerie Espinoza, Santa Fe County Clerk

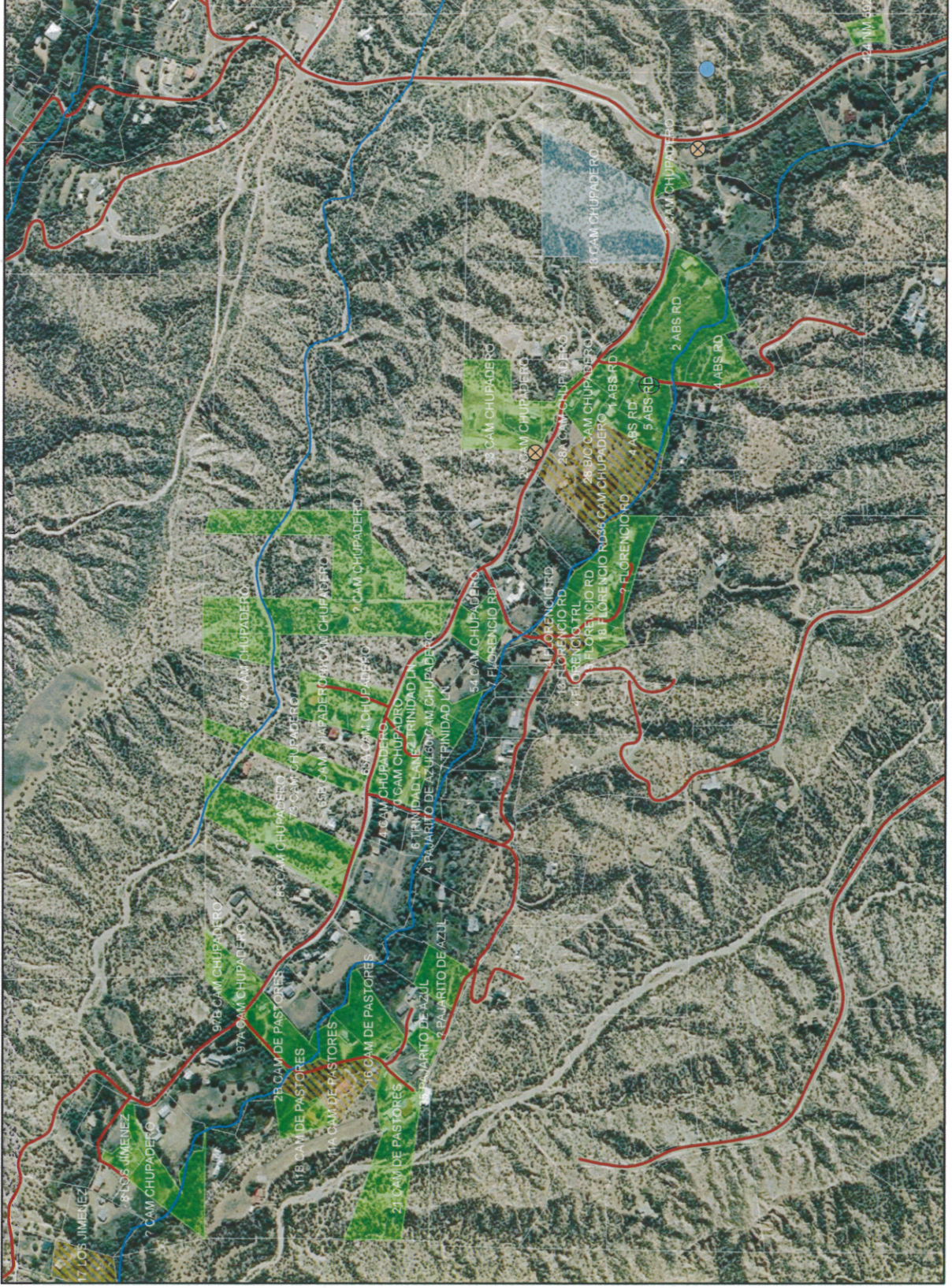
Approved as to Form:



Stephen C. Ross, County Attorney

Chupadero Water and Sewage Corp

Customer Parcel Map



Legend

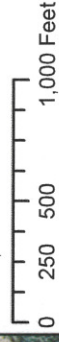
System Components

Type

- Tank
- Well - Active
- Well - Inactive
- Rivers
- Chupadero Roads
- Active Customer
- Previous Customer
- Inactive Connection



1 in = 500 ft



Parcel and road data from Santa Fe County, NM
 July 2012
 Linear hydrography data from NMRGIS
 Sept 2012

Map by Scotty Mack Associates
 Chupadero, NM
 10 Sept 2012



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

Date: September 25, 2012

Re: *Requesting BCC Approval for a Budget Increase/Decrease to the Various Fire Districts (209) Fire Fund (\$1,588,737).*

CAPTION:

The Santa Fe County Fire Department is requesting BCC approval for a budget increase/decrease to the various fire districts (209) Fire 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 \$1,588,737. (Public Safety/Fire)

BACKGROUND:

The Santa Fe County Fire Department has received the approval from the State Fire Marshal's Office to carry forward the FY-2012 available cash balances from previous year's fire 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 in accordance with the Fire Department's Five Year Plan so that this funding is expended in the appropriate categories. Many of the fire districts will be utilizing the funding to purchase fire apparatus, to make fire station upgrades and improvements and purchase or repair fire equipment.

SUMMARY:

Please approve this request for a budget increase/decrease to the various Fire Districts (209) Fire Fund in the amount of \$1,588,737.

**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 Fund (209)
 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
209	0831	371	07-00	Fire Allotment	29,417	
209	0831	385	02-00	Budgeted Cash / State Funds	51,407	
209	0832	371	07-00	Fire Allotment		4,227
209	0832	385	02-00	Budgeted Cash / State Funds	263,426	
TOTAL (if SUBTOTAL, check here X)					344,250	4,227

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
209	0831	422	35-03	Vehicle Expenses/Maintenance	5,000	
209	0831	422	50-03	Professional Services/Contractual Services	2,000	
209	0831	422	60-02	Supplies/Safety Equipment	10,000	
209	0831	422	70-01	Other Operating Supplies/Telephone	2,000	
TOTAL (if SUBTOTAL, check here X)					19,000	

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
209	0833	371	07-00	Fire Allotment		3,668
209	0833	385	02-00	Budgeted Cash / State Funds	70,084	
209	0834	371	07-00	Fire Allotment		2,684
209	0834	385	02-00	Budgeted Cash / State Funds	148,315	
209	0835	371	07-00	Fire Allotment		2,548
209	0835	385	02-00	Budgeted Cash / State Funds	203,840	
209	0836	371	07-00	Fire Allotment		1,834
209	0836	385	02-00	Budgeted Cash / State Funds	119,929	
209	0837	371	07-00	Fire Allotment		2,168
209	0837	385	02-00	Budgeted Cash / State Funds	57,122	
TOTAL (if SUBTOTAL, check here X)					943,540	17,129

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
209	0831	422	80-03	Capital Purchases/Equipment & Machinery	61,824	
209	0832	422	35-03	Vehicle Expenses/Maintenance	6,000	
209	0832	422	60-02	Supplies/Safety Equipment	5,000	
209	0832	422	80-01	Capital Purchases/Buildings & Structures	8,000	
209	0832	422	80-09	Capital Purchases/Vehicles	240,199	
209	0833	422	50-03	Professional Services/Contractual Services	2,000	
209	0833	422	70-01	Other Operating Costs/Rental of Equipment	3,000	
209	0833	422	80-99	Capital Purchases/Inventory Exempt	61,416	
209	0834	422	70-33	Other Operating Coxts/Seminars & Workshops	2,000	
209	0834	422	80-01	Capital Purchases/Buildings & Structures	143,631	
TOTAL (if SUBTOTAL, check here X)					552,070	

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
209	0838	371	07-00	Fire Allotment		2,168
209	0838	385	02-00	Budgeted Cash / State Funds	84,115	
209	0839	371	07-00	Fire Allotment		2,168
209	0839	385	02-00	Budgeted Cash / State Funds	41,324	
209	0840	371	07-00	Fire Allotment		2,548
209	0840	385	02-00	Budgeted Cash / State Funds	40,740	
209	0841	371	07-00	Fire Allotment		1,342
209	0841	385	02-00	Budgeted Cash / State Funds	112,937	
209	0842	371	07-00	Fire Allotment		1,342
209	0842	385	02-00	Budgeted Cash / State Funds	160,937	
TOTAL (if SUBTOTAL, check here X)					1,383,593	26,697

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
209	0835	422	50-03	Professional Services/Contractual Services	3,000	
209	0835	422	80-09	Capital Purchases/Vehicles	198,292	
209	0836	422	50-03	Professional Services/Contractual Services	4,000	
209	0836	422	80-01	Capital Purchases/Buildings & Structures	114,095	
209	0837	422	70-03	Other Operating Costs/Telephone	5,000	
209	0837	422	80-01	Capital Purchases/Buildings & Structures	49,954	
209	0838	422	50-03	Professional Services/Contractual Services	2,000	
209	0838	422	70-03	Other Operating Costs/Telephone	2,000	
209	0838	422	80-03	Capital Purchases/Equipment & Machinery	77,947	
209	0839	422	35-03	Vehicle Expenses/Maintenance	5,000	
209	0839	422	50-03	Professional Services/Contractual Services	1,000	
209	0839	422	70-03	Other Operating Costs/Telephone	5,000	
209	0839	422	70-05	Other Operating Costs/Gas & Heating	5,000	
209	0839	422	80-03	Capital Purchases/Equipment & Machinery	23,156	
TOTAL (if SUBTOTAL, check here X)					1,047,514	

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
209	0843	371	07-00	Fire Allotment	5,104	
209	0843	385	02-00	Budgeted Cash / State Funds	42,226	
209	0844	371	07-00	Fire Allotment		1,274
209	0844	385	02-00	Budgeted Cash / State Funds	161,476	
209	0846	371	07-00	Fire Allotment		1,342
209	0846	385	02-00	Budgeted Cash / State Funds	25,651	
TOTAL (if SUBTOTAL, check here)					1,618,050	29,313

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
209	0840	422	60-02	Supplies/Safety Equipment	15,000	
209	0840	422	80-99	Capital Purchases/Inventory Exempt	23,192	
209	0841	422	70-01	Other Operating Costs/Rent of Equipment	2,000	
209	0841	422	80-01	Capital Purchases/Buildings & Structures	109,595	
209	0842	422	35-01	Vehicle Expenses/Maintenance	2,000	
209	0842	422	70-01	Other Operating Costs/Telephone	2,000	
209	0842	422	80-03	Capital Purchases/Equipment & Machinery	155,595	
209	0843	422	35-01	Vehicle Expenses/Fuel	2,000	
209	0843	422	50-03	Professional Services/Contractual Services	4,000	
209	0843	422	70-01	Other Operating Costs/Rent of Equipment	2,000	
209	0843	422	80-01	Capital Purchases/Buildings & Structures	39,330	
209	0844	422	35-03	Vehicle Expenses/Maintenance	2,000	
209	0844	422	70-33	Other Operating Costs/Seminars & Workshops	2,000	
209	0844	422	80-01	Capital Purchases/Buildings & Structures	156,202	
209	0846	422	40-01	Maintenance/Building Maintenance	24,309	
TOTAL (if SUBTOTAL, check here)					1,588,737	

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 Fire Fund (209) distributions for expenditure in FY-13 and to adjust the budget for the current year allocation to the actual distribution amount for each fire district for a total amount of \$1,588,737. 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
80-XX	Additions are being made to carry over funding for future expenditures as needed for buildings, structures, vehicles and equipment.	1,462,428
50-03	Professional Services for mandated data entry of emergency responses.	18,000

- 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.

The State Fire Fund Allotment.
 - 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.

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