

Daniel 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

UTILITIES DIVISION

MEMORANDUM

DATE: October 24, 2011

TO: Santa Fe County Board of Commissioners

FROM: Patricio Guerrerortiz, Utilities Director *Jim*

SUBJECT: Budget Resolution-Increase of Fund 505 Related to Revenue and Expenditures Associated to San Juan-Chama Project's Reimbursable Costs

ISSUE/BACKGROUND:

Santa Fe County and the City of Santa Fe entered into an agreement with the Bureau of Reclamation (BOR) in October, 2006. This agreement requires us to reimburse the Bureau of Reclamation for certain costs associated with the use of the facilities (construction and OM&R) at the Heron Reservoir, where Santa Fe County keeps its water before it is diverted from the Rio Grande.

An agreement also exists between the County and the BOR for the former to lease up to 375 acre-feet of water that is not anticipated for diversion during a given federal fiscal year period. Based on this agreement, a total of 375 afy, with a value of \$17,925 was leased to the BOR in the year that ended September 30, 2011. The water is used by the federal government to satisfy minimum flow in the river required for the protection of natural aquatic environments. Since 2006, the County has received \$73,500 from the federal government in the form of lease payments.

REQUESTED ACTION:

County Utilities staff request Board approval of a Budget Resolution that would authorize the increase, in the amount of \$19,898.64, for the Revenue and Expenditures line item 505-1471-444-8010 & 505-1471-444-5090 in the FY 2012 Budget. The approval of the resolution will allow us to issue payment for the BOR costs of storing County-owned river water through June 30, 2012.

SANTA FE COUNTY

RESOLUTION 2011 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on November 29, 2011, did request the following budget adjustment:

Department / Division: PUBLIC WORKS/UTILITIES Fund Name: ENTERPRISE/WATER FUND

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

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
505	0000	385	00500	Budgeted Cash	1,974.00	
505	1471	342	0802	Miscellaneous / San Juan Chama / BOR	17,925.00	
TOTAL (if SUBTOTAL, check here)					19,899.00	

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
505	1471	444	8010	Capital Purchases - Roadways	11,036.00	
505	1471	444	5090	Contractual Services - Other	8,863.00	
TOTAL (if SUBTOTAL, check here)					19,899.00	

Requesting Department Approval: [Signature] Title: MANAGES DIRECTOR Date: 11-1-11

Finance Department Approval: [Signature] Date: 11/1/11 Entered by: _____ Date: _____

County Manager Approval: [Signature] Date: 11.21.11 Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2011 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: MILLIE VALDIVIA

Dept/Div: PWD/UTILITIES

Phone No.: (505) 992-9874

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 transfer funds from the Utilities' Water Section Misc. Revenue-San Juan Chama-Bureau of Reclamation to the Water Section's 505-1471-444-8010 \$11,036 for reimbursable costs; and 505-1471-444-5090 for operation and maintenance costs related to the agreement between the Bureau of Reclamation, the city of Santa Fe and Santa Fe County totaling \$19,898.64 for Fiscal Year 2012.

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
505-1471-444-8010	Capital Purchases – Roadways (<i>WILL BE A SANTA FE COUNTY ASSET</i>)	11,036.00
505-1471-444-5090	Contractual Services - Other	8,863.00

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

This budget action is an annual recurring expense as the County is responsible for paying the United States a proportionate share of the costs, including interest during construction, incurred in constructing the San Juan-Chama Reservoir Storage Complex which will be reflected in future fiscal year's budget requests.

SANTA FE COUNTY
RESOLUTION 2011 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: MILLIE VALDIVIA Dept/Div: PWD/UTILITIES Phone No.: (505) 992-9874

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 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.

The funding source to match this request will come from the revenue received from the Bureau of Reclamation for their use of up to 375 acre-feet of Santa Fe County's San Juan-Chama Project water.

SANTA FE COUNTY
RESOLUTION 2011 - _____

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 29th Day of November, 2011.

Santa Fe Board of County Commissioners

Virginia Vigil, Chairperson

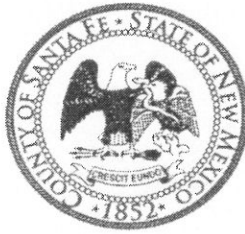
ATTEST:

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

PUBLIC WORKS
SOLID WASTE SECTION

MEMORANDUM

DATE: November 29th, 2011

TO: Board of County Commissioners

FROM: Mia Barela, Adopt-a-Road Coordinator

VIA: Carlos Vigil, Road Projects Manager *CV*

RE: Request Approval of a Resolution for an Increase to the General Fund (101) for a Grant Awarded for the Adopt-a-Road Program

ISSUE:

Santa Fe County has been awarded \$3,500.00 by New Mexico Clean and Beautiful for fiscal year 2011-2012. The awarded amount will be used for the purchase of safety equipment and trash bags for Adopt-a-Road participants, educational material, promotional material and awards.

ADDITIONAL BACKGROUND:

The Santa Fe County Solid Waste Section's Adopt-a-Road Program has 65 Adopt-a-Road Participants with over 93 miles adopted. Last year Adopt-a-Road Participants, volunteers, BLM, and the Solid Waste Section removed 53.52 tons of roadside litter and illegal dump site waste. The Solid Waste Section has also been active with outreach in the community with the help of New Mexico Clean and Beautiful.

REQUESTED ACTION:

The Solid Waste Section request approval to budget the *New Mexico Clean and Beautiful grant agreement #2011-0313-UT/VD awarded to Santa Fe County by New Mexico Clean and Beautiful in the amount of \$3,500.00*

SANTA FE COUNTY

RESOLUTION 2011 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on Nov. 29, 2011, did request the following budget adjustment:

Department / Division: Public Works/ Solid Waste Section Fund Name: Waste Comm Programs

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

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
101	0607	371	0100	State Grants	\$3500.00	
TOTAL (if SUBTOTAL, check here)					\$3500.00	

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	0607	443	6002	Safety Supplies	\$400.00	
101	0607	443	6008	Field Supplies	\$800.00	
101	0607	443	6009	Educational Supplies	\$1000.00	
101	0607	443	6090	Other Supplies	\$1100.00	
TOTAL (if SUBTOTAL, check here X)					\$3300.00	

Requesting Department Approval: [Signature] Title: Asst. Road Coordinator Date: 10/20/11

Finance Department Approval: [Signature] Date: 11/6/11

County Manager Approval: [Signature] Date: 11.21.11

Entered by: _____ Date: _____

Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2011 -

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
101	0607	443	7037	Printing Publishing and Advertising	\$200.00	
TOTAL (if SUBTOTAL, check here)						\$ 3500.00

SANTA FE COUNTY

RESOLUTION 2011 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Mia Barcela Dept/Div: Public Works/Solid Waste Phone No.: 505-992-3025

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.
We are requesting a BAR be processed for the New Mexico Clean and Beautiful Grant in the amount of \$3,500.00 for trash bags, safety supplies, printing, recycle bags, educational supplies, promotional items and awards.

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 2011 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Mia Barela Dept/Div: Public Works/Solid Waste Phone No.: 505-992-3025

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.
New Mexico Clean and Beautiful Grant # 2011-0313-UT/V/D
 - 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 2011 - _____

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 29th Day of November, 2011.

Santa Fe Board of County Commissioners

Virginia Vigil, Chairperson

ATTEST:

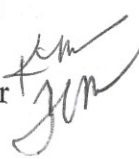
Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Senior Accountant

Thru: Katherine Miller, County Manager 

Date: November 29, 2011

Re: Requesting a budget increase to the Fire Administration Operations Fund Cost Center (244)

ISSUE:

The CSD Fire Department division is requesting an increase to the Fire Administration Operations Fund Cost Center (244) in the amount of \$357 to budget a donation made to the fire department by the Janine Contemporary Gallery.

BACKGROUND:

On August 27th the Janine Contemporary Art Gallery held a Grand Opening for the Gallery to benefit the Santa Fe County Fire Department. A portion of the proceeds was donated to the SFC Fire Department in the amount of \$357 to be utilized towards the purchase of food for rehabilitative purposes for staff responding to fire emergencies.

SUMMARY:

Please approve the attached budget resolution to increase the Fire Administration Operations Fund (244) by \$357.

SANTA FE COUNTY

RESOLUTION 2011 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on November 29, 2011, did request the following budget adjustment:

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

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

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0000	360	01-90	Miscellaneous Contributions	357	
					357	

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	0801	422	60-12	Supplies/Food Provisions	357	
					357	

Requesting Department Approval: [Signature] Title: Interim Fire Chief Date: 11/29/11

Finance Department Approval: [Signature] Date: 11/16/11 Entered by: _____ Date: _____

County Manager Approval: [Signature] Date: 11-21-11 Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2011 - _____

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 Fire Administration operations cost center (244) to budget a monetary contribution from The Janine Contemporary Gallery to be utilized for food purchased for rehabilitative purposes for staff responding to fire emergencies.

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 2011 - _____

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 2011 - _____

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 29th Day of November, 2011.

Santa Fe Board of County Commissioners

Virginia Vigil, Madam Chair

ATTEST:


Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: Katherine Miller, County Manager 

Date: November 29, 2011

Re: *Requesting BCC Approval for a Budget Increase/Decrease to the Volunteer Fire Districts EMS Fund (206)*

ISSUE:

The Santa Fe County Fire Department is requesting BCC approval to increase/decrease the various volunteer 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-2011 available cash balance for expenditure in FY-2012 for a total amount of \$1,251.

BACKGROUND:

This budget resolution is to adjust the FY-2012 EMS Fund allocations to the actual distribution amount in addition to budgeting the prior year's available cash balances for the fire district's EMS Fund (206). The fire district's prior year (FY-2011) available cash balances under \$250 are not required to have EMS Bureau approval to carry over into the current fiscal year for expenditure. The budgeted cash carry forward is pending approval from the EMS Bureau and will be expended in FY-2012 or will be returned to the state if the EMS Bureau does not approve expenditure of the previously budgeted cash over \$250 of the prior year's available cash balances, as applicable.

SUMMARY:

Please approve the request to increase/decrease the various fire districts' EMS Fund to reconcile the actual allotment disbursement and to carry forward the prior fiscal year's available cash balance to be budgeted in FY-2012 for expenditure or reverting to the NM State EMS Bureau for a total amount of \$1,251.

SANTA FE COUNTY

RESOLUTION 2011 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on November 29, 2011, 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: 2012 (July 1, 2011 - June 30, 2012)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
206	0851	371	05-00	State / DOH		583
206	0851	385	02-00	Budgeted Cash / State Funds	30	
206	0852	371	05-00	State / DOH		1,830
206	0852	385	02-00	Budgeted Cash / State Funds	427	
TOTAL (if SUBTOTAL, check here <input checked="" type="checkbox"/>)					457	2,413

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		553
206	0852	423	60-05	Supplies/Non-Capital Med & Lab		1,403
206	0853	423	60-02	Supplies/Safety Equipment		1,465
206	0854	423	80-17	Capital Purchases/Medical Equipment		216
206	0855	423	60-01	Supplies/Non-Capital Med & Lab		183
TOTAL (if SUBTOTAL, check here <input checked="" type="checkbox"/>)					3,820	

Requesting Department Approval: *[Signature]* Title: Interim Fire Chief Date: 11/29/11

Finance Department Approval: *[Signature]* Date: 11/16/11 Entered by: _____ Date: _____

County Manager Approval: *[Signature]* Date: 11.21.11 Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2011 - _____

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		1,745
206	0853	385	02-00	Budgeted Cash / State Funds	280	
206	0854	371	05-00	State / DOH		252
206	0854	385	02-00	Budgeted Cash / State Funds	36	
206	0855	371	05-00	State / DOH		384
206	0855	385	02-00	Budgeted Cash / State Funds	201	
206	0856	371	05-00	State / DOH		183
206	0856	385	02-00	Budgeted Cash / State Funds	1,902	
206	0857	371	05-00	State / DOH		500
206	0857	385	02-00	Budgeted Cash / State Funds	405	
TOTAL (if SUBTOTAL, check here <input checked="" type="checkbox"/>)					3,464	5,294

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	60-05	Supplies/Non-Capital Med & Lab		317
206	0857	423	70-33	Other Operating Costs/Seminars & Workshops	2,307	
206	0858	423	60-05	Supplies/Non-Capital Med & Lab		1,417
206	0859	423	60-05	Supplies/Non-Capital Med & Lab	1,147	104
206	0860	423	60-05	Supplies/Non-Capital Med & Lab	548	
206	0861	423	60-05	Supplies/Non-Capital Med & Lab	723	
206	0862	423	60-05	Supplies/Non-Capital Med & Lab	306	
206	0863	423	60-05	Supplies/Non-Capital Med & Lab	1,878	
206	0864	423	60-05	Supplies/Non-Capital Med & Lab	6,909	
TOTAL (if SUBTOTAL, check here (6,909	5,658

SANTA FE COUNTY

RESOLUTION 2011 - _____

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		1,485
206	0858	385	02-00	Budgeted Cash / State Funds	68	
206	0859	371	05-00	State / DOH		354
206	0859	385	02-00	Budgeted Cash / State Funds	250	
206	0860	371	05-00	State / DOH	297	
206	0860	385	02-00	Budgeted Cash / State Funds	850	
206	0861	371	05-00	State / DOH	37	
206	0861	385	02-00	Budgeted Cash / State Funds	511	
206	0862	371	05-00	State / DOH	84	
206	0862	385	02-00	Budgeted Cash / State Funds	639	
206	0863	385	02-00	Budgeted Cash / State Funds	306	
206	0864	371	05-00	State / DOH	1,864	
206	0864	385	02-00	Budgeted Cash / State Funds	14	
TOTAL (if SUBTOTAL, check here)					8,384	7,133

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 2011 - _____

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 a budget increase/decrease to the Fire Districts EMS Fund (206) cost center by the FY- 2012 approved EMS Fund Act distribution and to carry forward the FY 2011 available cash balances for expenditure in FY-2012. Each EMS District was requested to prioritize their needs to budget funds in appropriate expenditure categories. Fire District available cash balances under \$250 are not required to have EMS Bureau approval to carry over into current fiscal year for expenditure. The budgeted cash carry forward is pending approval from the EMS Bureau and will be expended in FY-2012 or will be returned to the state if the EMS Bureau does not approve expenditure of the previously budgeted cash over \$250 of the prior year's available cash.

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 2011 - _____

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 2011 - _____

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 29th Day of November, 2011.

Santa Fe Board of County Commissioners

Virginia Vigil, Madam Chair

ATTEST:

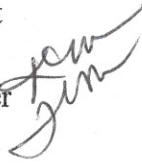
Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Senior Accountant

Thru: Katherine Miller, County Manager 

Date: November 29, 2011

Re: *Requesting a budget increase to the Fire Department Forestry Fund and various Fire District Revenue Funds Cost Center (244)*

ISSUE:

The CSD Fire Department division is requesting an increase 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 Track Fire, Pacheco Fire, Las Conchas Fire and the Galisteo Dam Fire in the amount of \$94,084.

BACKGROUND:

The Fire Department has a Joint Powers Agreement in place with the Energy, Minerals and Natural Resource 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 \$94,084 which is the designated rate for our personnel and apparatus utilized at the Track, Pacheco, Las Conchas and Galisteo Dam 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 attached budget resolution to increase the Fire Department Forestry Fund (244) and various Fire District Revenue Funds (244) by \$94,084.

SANTA FE COUNTY

RESOLUTION 2011 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on November 29, 2011, 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: 2012 (July 1, 2010 - June 30, 2012)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0809	360	09-02	Revenue/State Forestry	53,558	
244	0870	360	09-02	Revenue/State Forestry	3,036	
244	0832	360	09-02	Revenue/State Forestry	22,030	
244	0834	360	09-02	Revenue/State Forestry	3,811	
TOTAL (if SUBTOTAL, check here X)					82,435	

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	421	10-26	Salaries & Wages/Term Employees	27,627	
244	0809	421	20-01	Employee Benefits/FICA Regular	3,321	
244	0809	421	20-02	Employee Benefits/FICA Medicare	777	
244	0809	421	20-03	Employee Benefits/PERA	15,719	
TOTAL (if SUBTOTAL, check here X)					47,444	

Requesting Department Approval: _____ Title: Interim Chief Date: _____

Finance Department Approval: _____ Date: 11/16/11 Entered by: _____ Date: _____

County Manager Approval: Katherine Apper Date: 11.21.11 Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2011 - _____

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	0839	360	09-02	Revenue/State Forestry	351	
244	0840	360	09-02	Revenue/State Forestry	1,925	
244	0843	360	09-02	Revenue/State Forestry	9,373	
TOTAL (if SUBTOTAL, check here)					94,084	

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	421	20-05	Employee Benefits/Group Insurance	5,000	
244	0809	421	20-06	Employee Benefits/Ret. HC	1,114	
244	0870	421	10-55	Salary & Wages/Volunteer Reimbursements	3,036	
244	0832	422	60-08	Supplies/Field Supplies	22,030	
244	0834	422	60-08	Supplies/Field Supplies	3,811	
244	0839	422	60-08	Supplies/Field Supplies	351	
244	0840	422	60-08	Supplies/Field Supplies	1,925	
244	0843	422	60-08	Supplies/Field Supplies	9,373	
TOTAL (if SUBTOTAL, check here)					94,084	

SANTA FE COUNTY

RESOLUTION 2011 - _____

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 \$94,084 to reimburse the Wildland hand crew and various fire districts for fire personnel and/or fire apparatus utilized on the following fires: Track Fire, Pacheco Fire, Las Conchas Fire and the Galisteo Dam 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 2011 - _____

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.

NM State Forestry Reimbursements.

- 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.

Not Applicable.

SANTA FE COUNTY

RESOLUTION 2011 - _____

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.

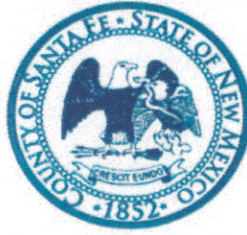
Approved, Adopted, and Passed This 29th Day of November, 2011.

Santa Fe Board of County Commissioners

Virginia Vigil, Madam Chair

ATTEST:


Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: Katherine Miller, County Manager 

Date: November 29, 2011

Re: *Requesting BCC Approval for a Budget Increase to the Edgewood and Eldorado Fire District's Impact Fee Cost Center (216)*

Please place on the BCC consent agenda for the November 29, 2011 meeting.

ISSUE:

The Santa Fe County Fire Department is requesting BCC approval to carry forward available cash from the Edgewood and Eldorado Fire Districts impact fee cost center in the amount of \$468,000 to be expended in FY-2012.

BACKGROUND:

The fire department is requesting BCC approval to carry forward the available cash from the Edgewood and Eldorado Fire Districts impact fees that was budgeted but not expended in FY-2011 in the amount of \$468,000. The apparatus purchase for each fire district was not completed in FY-2011 due to the unavailability of the apparatus specifications. In accordance with the Santa Fe County Fire Department Five Year Plan, the Fire Department is requesting to purchase new engines for both the Edgewood and Eldorado Fire Districts utilizing the Houston-Galveston Area Council (HGAC) purchasing agreement.

SUMMARY:

Please approve the request to carry forward the previously budgeted cash to be utilized toward the purchase fire apparatus for a total amount of \$468,000 in FY-2012.

SANTA FE COUNTY

RESOLUTION 2011 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on November 29, 2011, did request the following budget adjustment:

Department / Division: Fire Department/Fire Administration Fund Name: Fire Department Impact Fees (216)

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

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
216	0833	385	04-00	Budgeted Cash/Edgewood VFD Impact Fees	268,000	
216	0832	385	04-00	Budgeted Cash/Eldorado VFD Impact Fees	200,000	
					468,000	

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
216	0833	422	80-09	Capital Purchases/Vehicles	268,000	
216	0832	422	80-09	Capital Purchases/Vehicles	200,000	
					468,000	

Requesting Department Approval: *[Signature]* Title: Interim Fire Chief Date: 11/29/11

Finance Department Approval: *[Signature]* Date: 11/16/11 Entered by: _____ Date: _____

County Manager Approval: *[Signature]* Date: 11-21-11 Updated by: _____ Date: _____

SANTA FE COUNTY
RESOLUTION 2011 - _____

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 Edgewood and Eldorado Fire District Impact Fee cost center (216) to carry forward previously budgeted cash designated for the purchase of new fire apparatus in the amount of \$468,000 to be expended in FY-2012. These purchases were included in the SFC Fire Dept. Five Year Plan and will improve the fire response capabilities in the Edgewood and Eldorado Fire Districts.

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
80-09	Vehicles – Fire Engines	468,000

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

SANTA FE COUNTY

RESOLUTION 2011 - _____

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 X NO _____ *Fire District Impact Fees*
 - 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. *Town of Edgewood JPA Revenue and Fire Fund Allocations.*

SANTA FE COUNTY

RESOLUTION 2011 - _____

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 29th Day of November, 2011.

Santa Fe Board of County Commissioners

Virginia Vigil, Madam Chair

ATTEST:


Valerie Espinoza, County Clerk



Memorandum

To: Santa Fe Board of County Commissioners

From: Donna Morris, Fire Department

Thru: Katherine Miller, County Manager 

Date: November 29, 2011

Re: *Requesting BCC Approval for a Budget Increase to the Town of Edgewood JPA Revenue Cost Center (244)*

ISSUE:

The Santa Fe County Fire Department is requesting BCC approval to carry forward available cash from the Town of Edgewood JPA revenue cost center in the amount of \$200,000.

BACKGROUND:

The fire department is requesting BCC approval to carry forward the available cash from the Town of Edgewood JPA revenue that was budgeted but not expended in FY-2011 in the amount of \$200,000. The apparatus purchase was not completed in FY-2011 due to negotiations with the Edgewood fire district and the unavailability of the apparatus specifications. In accordance with the Santa Fe County Fire Department Five Year Plan, the Fire Department is requesting to purchase a new engine for the Edgewood Fire District from Siddons Martin Emergency Group in the amount of \$200,000 to be purchased with the fire districts impact fees and the Town of Edgewood JPA revenue. This purchase will be utilizing the Houston-Galveston Area Council (HGAC) purchasing agreement.

SUMMARY:

Please approve the request to carry forward the previously budgeted cash to be utilized toward the purchase fire apparatus for a total amount of \$200,000 in FY-2012.

SANTA FE COUNTY

RESOLUTION 2011 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on November 29, 2011, did request the following budget adjustment:

Department / Division: Fire Department/Fire Administration Fund Name: Town of Edgewood JPA (244)

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

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0801	385	04-00	Budgeted Cash/Town of Edgewood JPA Revenue	200,000	
					200,000	

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	0801	422	80-09	Capital Purchases/Vehicles	200,000	
					200,000	

Requesting Department Approval: _____ Title: Interim Fire Chief Date: 11/29/11

Finance Department Approval: _____ Date: _____ Entered by: _____ Date: _____

County Manager Approval: _____ Date: 11-21-11 Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2011 - _____

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 Town of Edgewood JPA Revenue cost center (244) to carry forward previously budgeted cash designated for the purchase of a new fire apparatus for the Edgewood Fire District in the amount of \$200,000 to be expended in FY-2012. This purchase was included in the SFC Fire Dept. Five Year Plan and will improve the fire response capabilities in the Edgewood Fire District.

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	Vehicles -- Fire Engine	200,000

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

SANTA FE COUNTY

RESOLUTION 2011 - _____

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 *Town of Edgewood JPA.*
 - 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. *Edgewood Fire District IF Revenue.*

SANTA FE COUNTY

RESOLUTION 2011 - _____

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 29th Day of November, 2011.

Santa Fe Board of County Commissioners

Virginia Vigil, Madam Chair

ATTEST:

Valerie Espinoza, County Clerk

Memorandum

To: Santa Fe Board of County Commissioners
From: Teresa C. Martinez, Finance Director *JCM*
Via: Katherine Miller, County Manager
Date: November 29, 2011
Re: *Financial report for the month ending 10/31/2011*

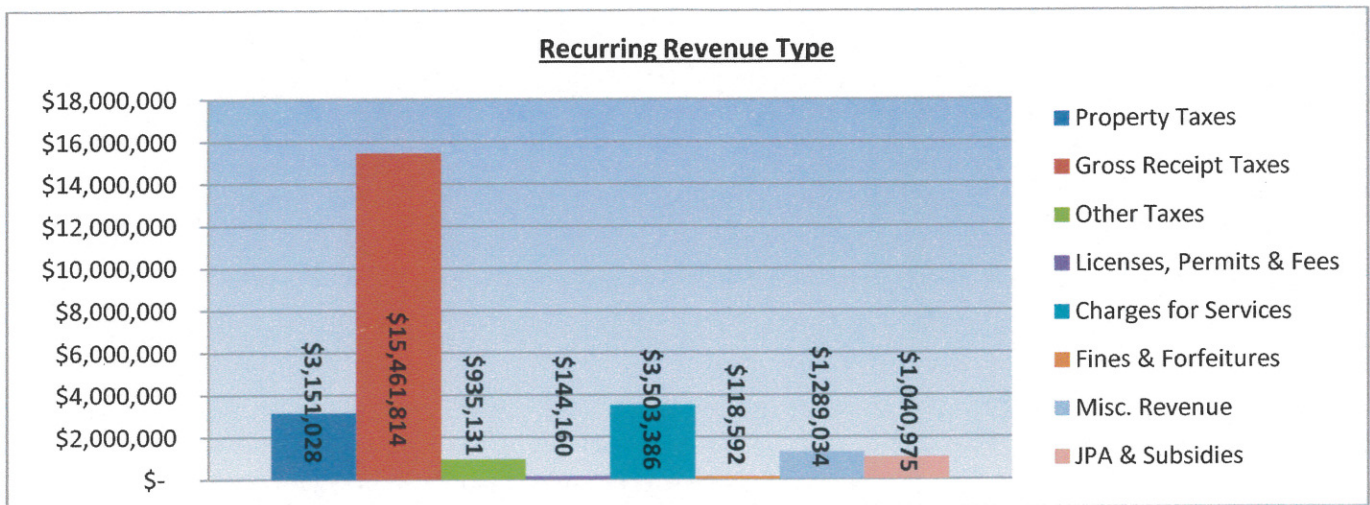
ISSUE:

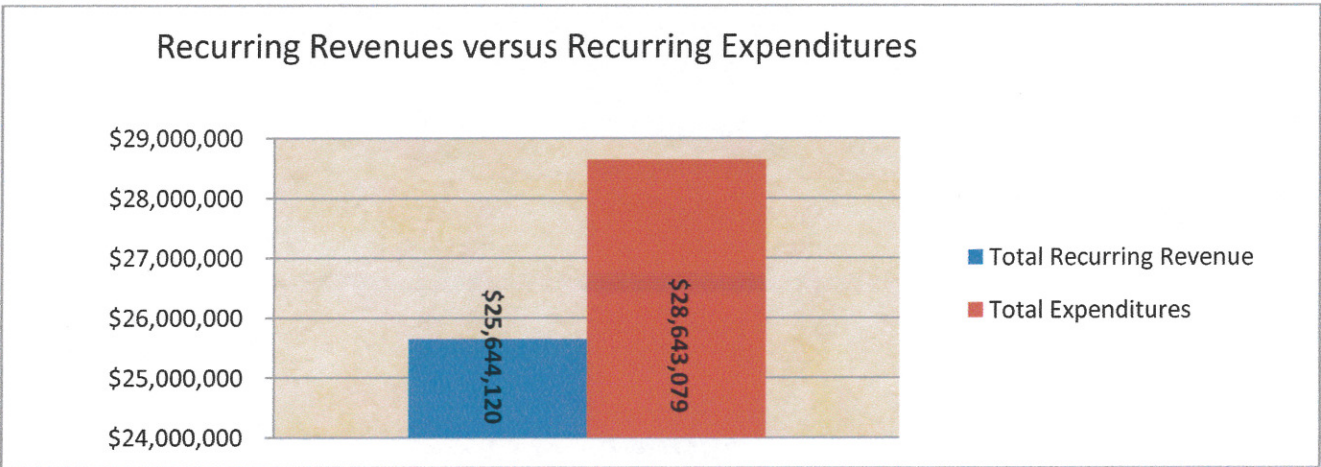
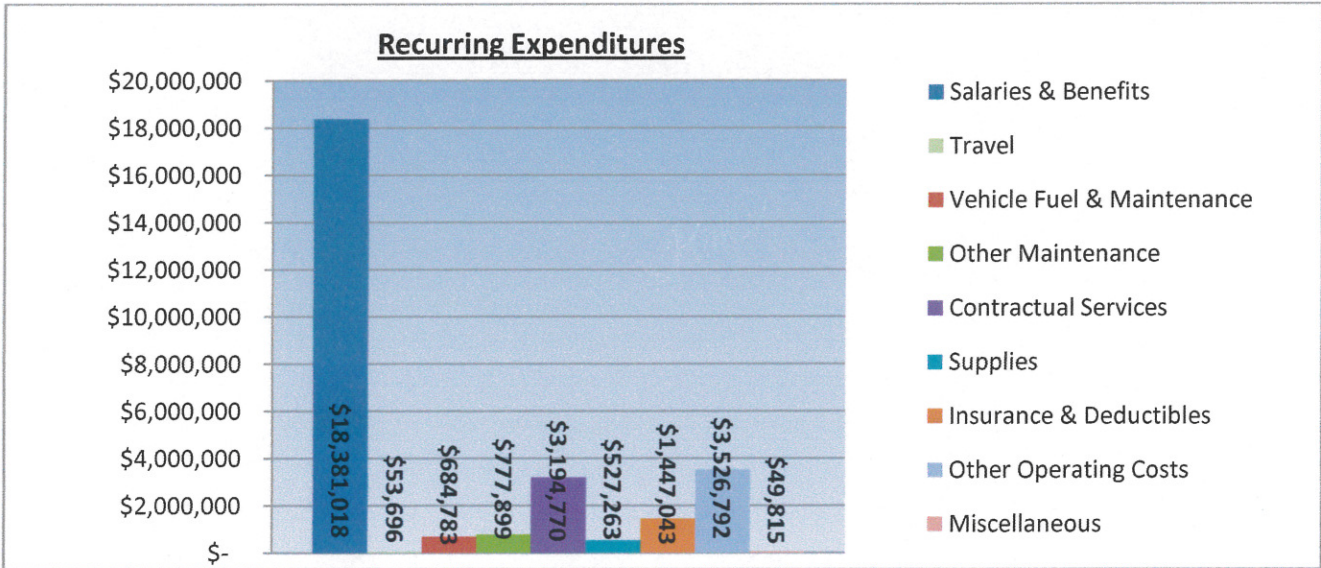
Enclosed is a report summarizing the financial activities of the County through the month ending October 31, 2011.

BACKGROUND:

This is a comparison of revenues and expenditures on a recurring versus non-recurring basis. The monthly report will still highlight major revenue sources. Below are several charts that identify 1) the recurring revenue sources, 2) the recurring expenditures and 3) a comparison of the two side by side.

RECURRING VERSUS NON-RECURRING





Through the month of October as noted in the charts above, the expenditures of \$28.6 million were supported by the revenues of \$25.6 million. Expenditures exceeded revenues by \$2.9 million. Please remember that revenue collections are cyclical and a large share will materialize in December and January for property tax collections. By January the variance will diminish and revenues and expenditures should be more closely matched.

Although we present the net difference in recurring expenditures to recurring revenues, revenues as a whole are experiencing a positive variance as noted below:

- Property tax collections are \$485,595 over the budgeted amount. When compared to the prior year, the collections are down \$196,317 for the same time period.
- Gross receipt tax collections are \$396,548 over the budgeted amount. When compared to the prior year, the collections are up \$313,794 for the same time period. It is important to note that the County

received, for the second year in a row, \$512,000 from the state equalization guarantee. An amount of \$270,000 was received in the prior year. This amount represents an annual distribution made to counties by the Taxation and Revenue Department, and it provides additional funds to counties with per capita gross receipts below the statewide average. The amount distributed is based on what a 1/8% gross receipts tax would generate statewide compared to the amount actually generated by the County.

- Other taxes collected, which represent gasoline and motor vehicle taxes, are up \$99,800 when compared to budget and up \$166,972 from the previous year’s collections for the same time period. The majority of the increase \$75,265 is coming from the motor vehicle taxes, which represent fees collected by the State for motor vehicle certificates of title. A percentage of the fees are then distributed in proportion to the fees collected in the County and those collected statewide.

Lastly, the expenditures across all categories are maintaining at the forecasted budget levels. There are some areas of expenditures that are exceeding the budgeted forecast at this time of this fiscal year, four months in. However, some of the expenditures are the result of large equipment maintenance and associated costs, and should sustain the equipment for the remainder of the fiscal year.

In order to ensure that the budget is intact, finance staff reviews the monthly budget status expenditure reports to ensure that there are no areas of huge concern. We communicate with the respective departments for areas of concern and ask for a needs analysis to determine if the annual budget will be sufficient or if there will be a need at mid-year to adjust the budget. This analysis is also used in preparation of the next annual budget.

NON-RECURRING EXPENDITURES

Capital expenditures are non-recurring expenditures funded by non-recurring sources. Such sources include bond proceeds, special appropriations and grants. The capital expenditures incurred through the month of October 2011 total \$20 million.

The major capital expenditures incurred during this reporting period are reflected below by project:

Pojoaque Fire Station	\$ 319,105	Valle Vista WW Lift Station	\$ 939,250
Rancho Viejo Substation	\$1,005,258	County Road 98	\$ 733,085
Esperanza Shelter	\$ 199,732	Rail Trail	\$ 366,677
Judicial Court Complex	\$5,168,650	Buckman Direct Diversion	\$2,226,775
Camino de Jacobo Housing Site	\$ 166,633	Caja del Rio	\$ 143,371
San Marcos Transfer Station	\$ 228,422	Sheriff’s Fleet Replacement	\$ 236,282
Agua Fria Phase III	\$ 901,233	SF Studios	\$4,259,913
Verano Road	\$ 150,714	SF River Trail	\$ 95,613

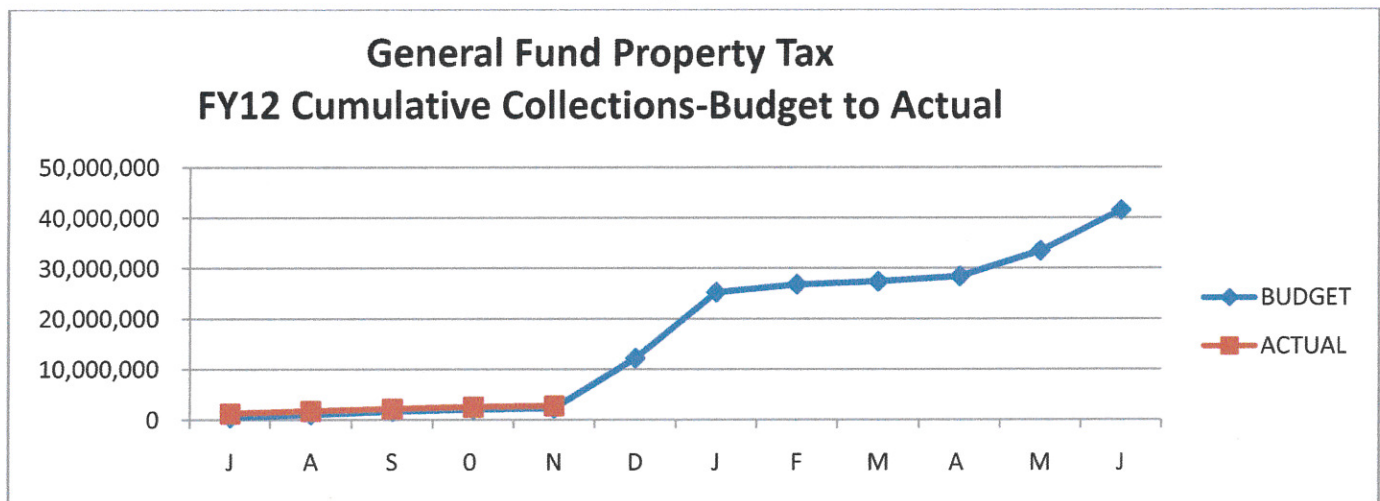
Also included for your information are the charts reflecting major revenue sources and collections for July through October.

REVENUE:

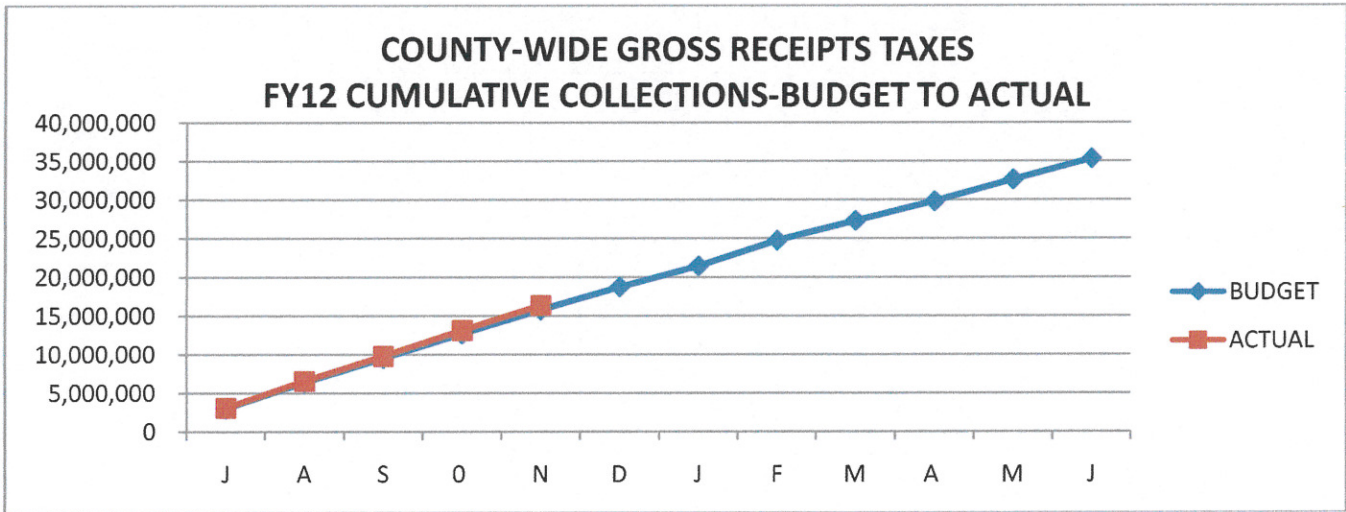
Property tax is recorded monthly and compared to the actual monthly budget forecasts. Property tax revenue budget estimates are conservative, as a budget shortfall in tax receipts would have a serious impact on various County operations. Although we are not sure why, we have noted that the actual collections through October have materialized quite differently than the forecasted monthly budgets.

Actual property tax collections of \$2,545,384 million through the end of October exceed the budget of \$2,059,790 by \$485,595. The property tax collections for the months of August through October fell under the established budget amount by \$322,086. This shortfall is being covered by the July excess collections over budget of \$807,680. The collections are \$196,300 less than the prior year's collections for the same time period.

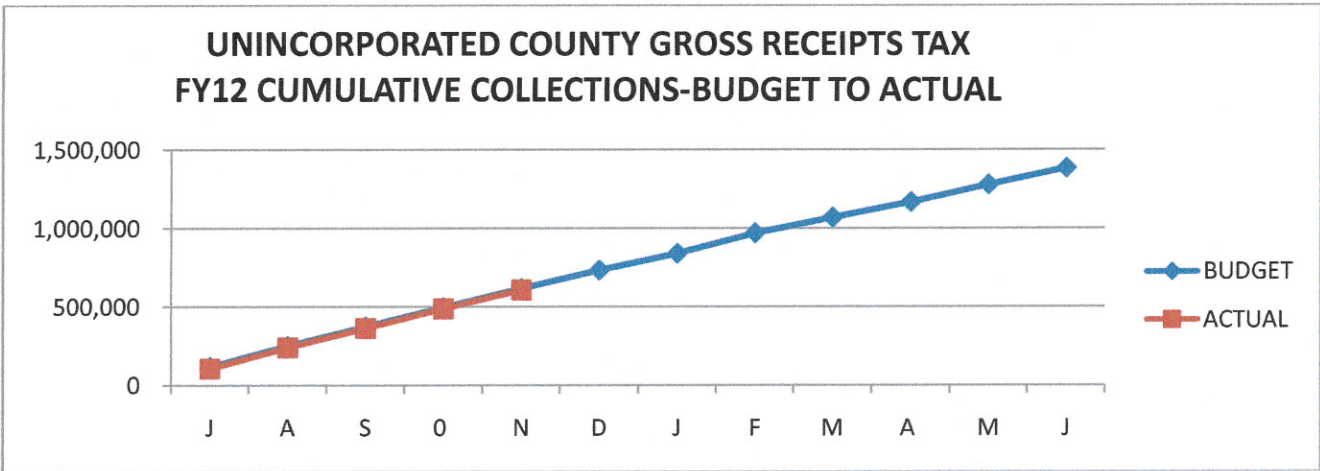
The chart below includes collections through November, which reflect that we are \$428,121 better than budget. The actual collections for November fell under the budgeted amount of \$271,105 by \$57,473. Again, the July surplus collections continue to carry the months with budget shortfalls. We will keep a close watch on the December and January collections; the majority of property tax revenue (\$22.3 million budgeted) is collected in those months.



The gross receipts taxes are estimated from trend data and from economic analysis of the business activities in the areas of construction, wholesale, retail and service sectors. Cumulatively, both the county-wide and the unincorporated gross receipt taxes collected through July total \$3.2M, through August total \$3.6M, through September total \$3.3 million and through October total \$3.5 million. Collections are \$396K greater than or 3% above the cumulative budgeted amount of \$13.2M. Total collections exceed the prior year by \$313K for the same time period.



Lastly, the unincorporated GRT collections fell under budget for July through October by \$9,004. In FY 2012, the unincorporated GRT's were forecasted with a 13% downturn and we are hopeful that the forecasted downturn is sufficient. There are still small amounts of money, mainly penalty and interest, relative to delinquent collections for the sunsetted Fire Excise Tax totaling \$4,503.



UPDATE ON FY 2012 BUDGET CUTS:

The budget cuts made by both management and the BCC have continued as of the last financial report to the Board. These cuts included the frozen positions, smart buying concept, restructured satellite offices, etc. The FY 2012 budget contemplated a fairly flat revenue (versus the reduced revenue in each of the past two

years) based upon FY 2011 performance and other indicators that the local economy has leveled out. Some small cuts were made to the FY 2012 operational budgets of programs funded entirely or supported by the general fund or budgets that are reliant upon gross receipt taxes as the primary revenue source.

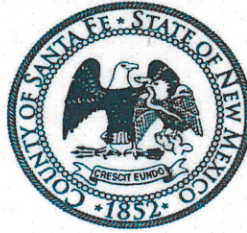
SUMMARY:

The finance division will continue to monitor recurring revenues which support recurring expenditures. We will continue to evaluate economic trends and ensure that the budget established is sufficient to meet the program/service needs for FY2012. Mid-year budget hearings will be conducted in late January to ensure that the established budget is sufficient. Lastly, we will continue to move forward with the implementation of performance based budgeting for FY2013.

Daniel "Danny" Mayfield
Commissioner, District 1

Virginia Vigil
Commissioner, District 2

Michael D. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: OCTOBER 26, 2011

TO: BOARD OF COUNTY COMMISSIONERS

FROM: ROBERT MARTINEZ, PUBLIC WORKS DEPARTMENT DIRECTOR *RM*

SUBJECT: BCC MEETING NOVEMBER 29, 2010
PRESENTATION FROM PUBLIC WORKS ON 2011 ROAD
IMPROVEMENT PROJECTS AND FUTURE MAINTENANCE
CONCERNS

BACKGROUND AND SUMMARY

Presentation from Public Works on 2011 Road Improvement Projects and future maintenance concerns.

ACTION REQUESTED

N/A

Santa Fe County Road Projects

2011



Road Projects Constructed in Calendar Year 2011

Agua Fria Reconstruction - \$2,471,795

Juan Medina Road Shoulder Widening - \$1,166,704

South Meadows Extension - \$4,261,501

Santa Fe Studio Improvements - \$1,035,331

Verano Loop Chip Seal - \$358,000

Arroyo De Las Cuevas Chip Seal - \$92,700

Avenida Ponderosa Chip Seal - \$37,710

Ojo De La Vaca Chip Seal - \$74,640

Dry Creek Road Tire Bale Project - \$105,000

Santa Fe County Fairgrounds Paving Project - \$99,985



Agua Fria Reconstruction

Project Scope

Roadway reconstruction, drainage improvements, curb and gutter, sidewalk

Contractor Star Paving

Construction began January 2011

Estimated completion date November 2011

Total Cost - \$2,471,795
Funding Source Bond





Juan Medina Road Shoulder Widening

Project Scope
Shoulder Widening and Drainage Improvements

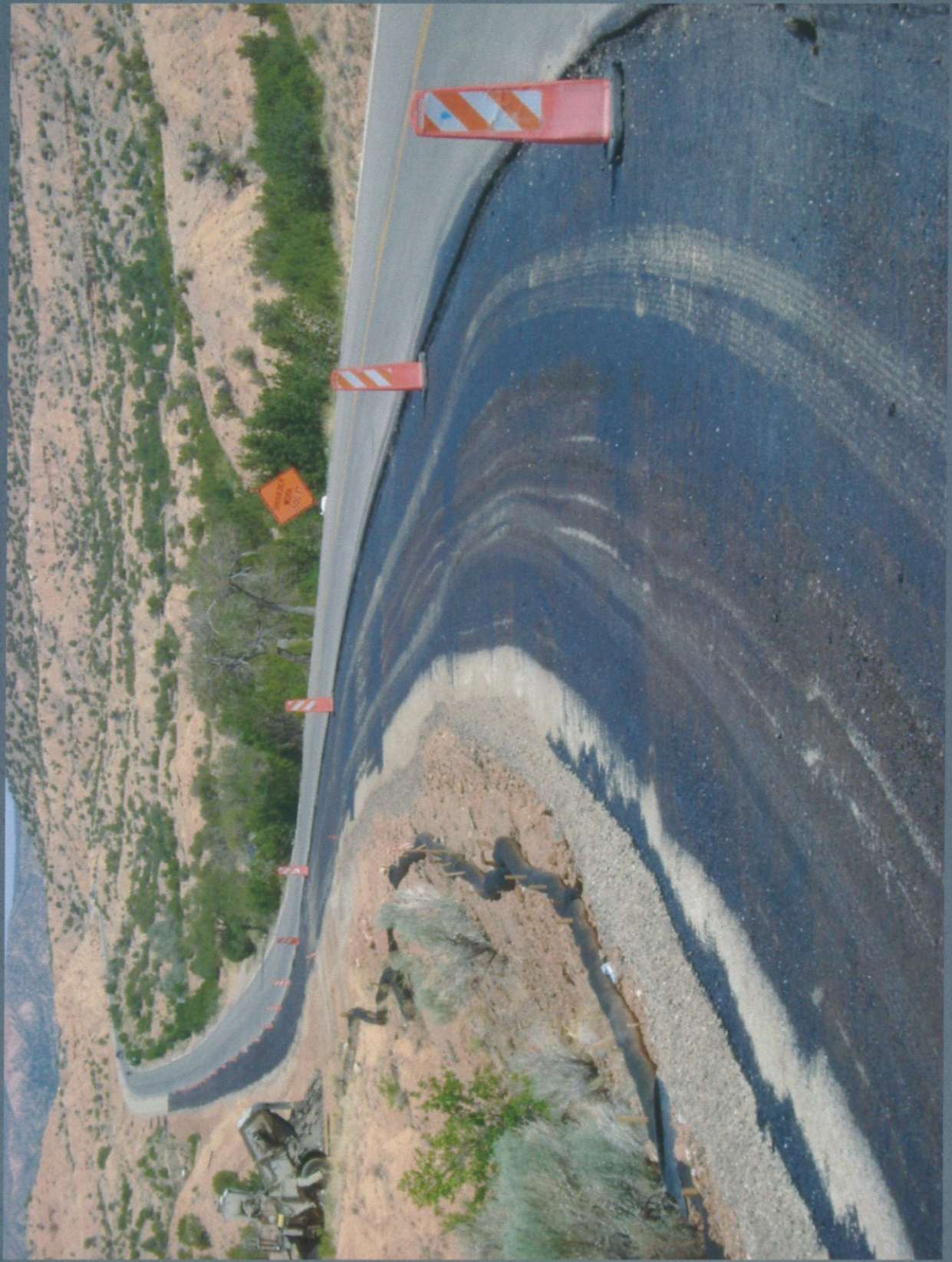
Contractor Star Paving

Construction began
May 2011

Completion date
October 2011

Total Cost - \$1,166,704
Funding Source FHWA







South Meadows Extension

Project Scope

New Roadway Construction, Drainage Improvements

Contractor TLC Plumbing and Utility

Construction began December 2009

Completion date January, 2011

Total Cost - \$4,261,501
Funding Source Bond

Southwest's Best Transportation Project
Award of Merit from Engineer New Record
In the 2011 Best Projects Competition







Santa Fe Studio Improvements

Project Scope

New Roadway Construction, Drainage Improvements

Contractor Star Paving

Construction began May 2010

Completion date August 2011

Total Cost - \$1,035,331

Funding Source State Appropriation





2011 Santa Fe County Chip Seal Projects

Constructed by Santa Fe County Road Maintenance Forces



2011 Santa Fe County
Chip Seal Projects

Equipment Used

Reclaimer

Chip Spreader

Distributor Truck

Motor Grader

Steel Wheel Roller

Pneumatic Wheel
Roller

Dump Trucks

Front End Loader

Backhoe



Verano Loop Chip Seal Project

Project Scope

Reclamation of existing surface and basecourse , placement of 4" new basecourse, double penetration chip seal along with a fog seal. Roads improved were Verano Loop, Verano Place, Verano Drive, Verano Court, Verano Way, Verano Lane, and a 200' portion of Conchas Loop.

Project was completed by County Road Maintenance Forces

Construction began February 28, 2011

Completion date October 5, 2011

Total Cost - \$358,000

Funded by Local Government Road Fund

NMDOT 75%

Santa Fe County 25%







Arroyo De Las Cuevas Chip Seal Project
CR 72E

Project Scope

Roadway widening, placement of 4" new basecourse, drainage improvements, double penetration chip seal along with a fog seal. Project Length .87 miles

Project was completed by County Road Maintenance Forces

Drainage Improvements consisted of placing new drainage pipes at existing structure locations, placement of 5 new drainage crossings, and construction of 4 rip rap and gabion retaining structures.

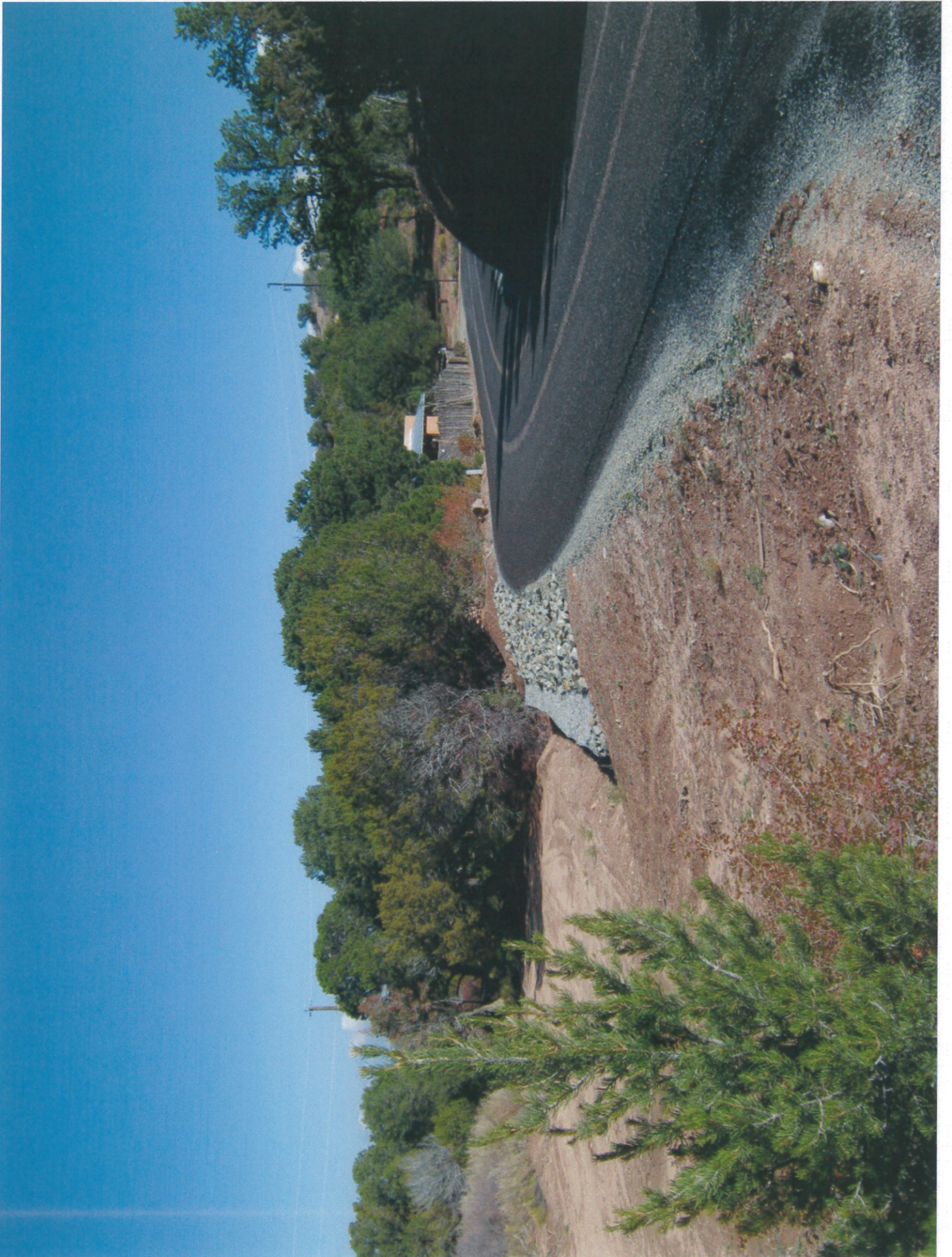
Construction began February 28, 2011

Completion date October 12, 2011

Total Cost - \$92,700

Majority Funded by Private Residents
Drainage Improvements by Santa Fe County





Avenida Ponderosa Chip Seal Project

Project Scope

Reclamation of existing surface and basecourse, placement of 1" new basecourse processed with existing reclaimed surface, magnesium chloride stabilization of basecourse, double penetration chip seal along with a fog seal. Project Length .69 Miles

Project was completed by County Road Maintenance Forces

Construction began February 28, 2011

Completion date October 5, 2011

Total Cost - \$37,710
Funded by Santa Fe County





Ojo De La Vaca Chip Seal Project

CR 51

Project Scope

Reclamation of existing surface and basecourse, placement of 1" new basecourse processed with existing reclaimed surface, magnesium chloride stabilization of basecourse, double penetration chip seal along with a fog seal. Project Length 1.2 miles

Project was completed by County Road Maintenance Forces

Construction began February 28, 2011

Completion date October 5, 2011

Total Cost - \$74,460
Funded by Santa Fe County







Dry Creek Road Tire Bale Project

CR 101D

Project Scope

Construction of a tire bale retaining wall at two separate locations where erosion was occurring along CR 101D Project Length 1500ft

Project was completed by Santa Fe County Road Maintenance forces and two Contractors

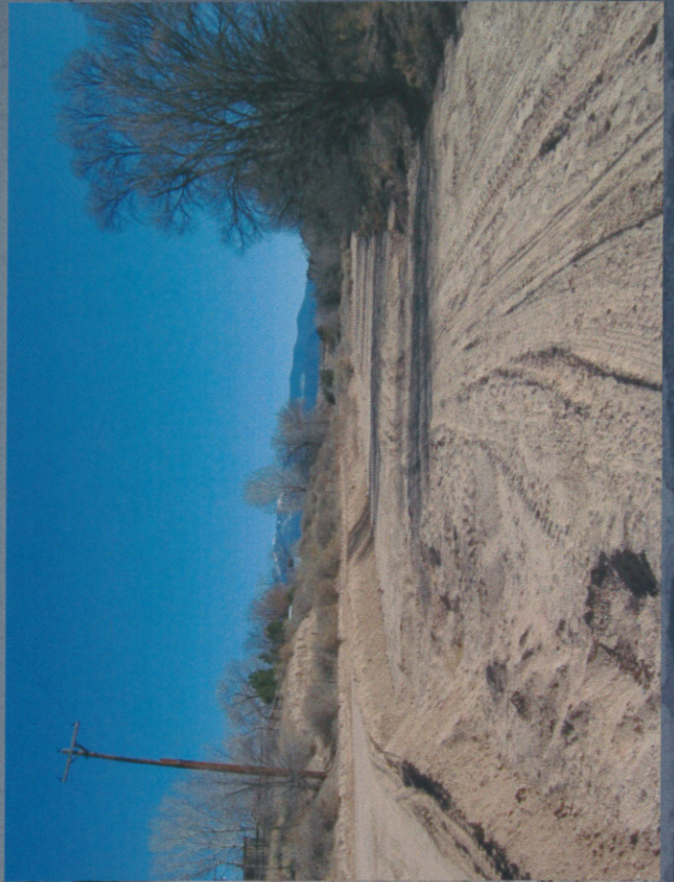
Construction began March 28, 2011

Completion date May 26, 2011

Total Cost - \$105,000

Funded by a New Mexico State Environmental Department Grant for Tire Bale Construction

Pre-Construction







Santa Fe County Fairgrounds Paving Project

Project Scope

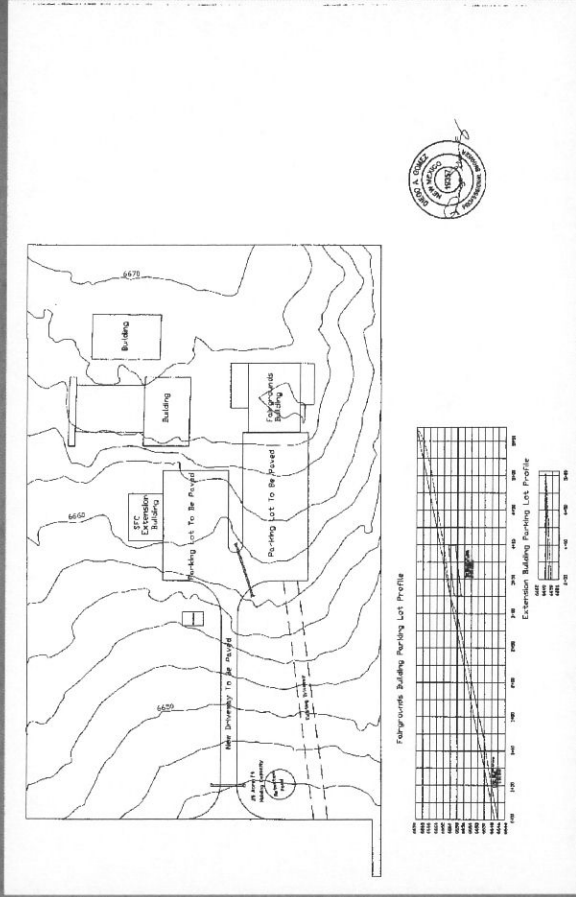
Construction of a new access to the fairgrounds, paving the fairgrounds parking lot, and construction of new drainage improvements. Site grading, placement of 6" new basecourse and 3" new Hot Mix Asphalt.

Project was designed and constructed by County Road Maintenance Forces

Construction began April 18, 2011

Completion date Friday April 29, 2011

Total Cost - \$99,985
Funded by Santa Fe County







Santa Fe County's Road Maintenance Program

Consists of maintaining approximately 574 miles of road. Surfaced roads account for 242 miles of road while un-surfaced roads account for 332 miles of road.

In 2011 the Road Maintenance Department conducted pavement evaluations on all surfaced roads maintained by Santa Fe County.

This consisted of evaluating, rating, and documenting 263 separate county roads for a total length of 242 miles.

The roads were rated in compliance with the Asphalt PASER Manual. PASER uses visual inspection to evaluate pavement surface distress and condition. The PASER system was produced by the Transportation Information Center with support from Federal Highway Administration.

The pavement evaluations will be used to create a preventative pavement maintenance plan and budget.

Preventive Pavement Maintenance

Preventive maintenance is a systematic process of applying a series of preventive maintenance treatments over the life of the pavement to maintain a good condition, extend pavement life, and minimize life-cycle costs. Preventive maintenance has been proven to result in lower agency costs, improved pavement conditions, and increased customer satisfaction. Preventive maintenance applies lower-cost treatments to retard a highway's deterioration. With various short-term treatments, preventive maintenance can extend pavement life an average of 5 to 10 years. Applied to the right road at the right time-when the pavements are mostly in good condition-preventive maintenance can improve the network condition significantly at a lower unit cost.

Paser Rating System

Types of Distress

Surface defects

Raveling, flushing, polishing.

Surface deformation

Rutting, distortion—rippling and shoving, settling, frost heave.

Cracks

Transverse, reflection, slippage, longitudinal, block, and alligator cracks.

Patches and potholes

Rating system

Surface rating	Visible distress*	General condition/ treatment measures
10 Excellent	None.	New construction.
9 Excellent	None.	Recent overlay. Like new.
8 Very Good	No longitudinal cracks except reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater). All cracks sealed or tight (open less than 1/4").	Recent sealcoat or new cold mix. Little or no maintenance required.
7 Good	Very slight or no raveling, surface shows some traffic wear. Longitudinal cracks (open 1/4") due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10' or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
6 Good	Slight raveling (loss of fines) and traffic wear. Longitudinal cracks (open 1/4" - 1/2"), some spaced less than 10'. First sign of block cracking. Slight to moderate flushing or polishing. Occasional patching in good condition.	Shows signs of aging. Sound structural condition. Could extend life with sealcoat.
5 Fair	Moderate to severe raveling (loss of fine and coarse aggregate). Longitudinal and transverse cracks (open 1/2") show first signs of slight raveling and secondary cracks. First signs of longitudinal cracks near pavement edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging. Sound structural condition. Needs sealcoat or thin non-structural overlay (less than 2")
4 Fair	Severe surface raveling. Multiple longitudinal and transverse cracking with slight raveling. Longitudinal cracking in wheel path. Block cracking (over 50% of surface). Patching in fair condition. Slight rutting or distortions (1/2" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from a structural overlay (2" or more).
3 Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Severe block cracking. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Needs patching and repair prior to major overlay. Milling and removal of deterioration extends the life of overlay.
2 Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep). Extensive patching in poor condition. Potholes.	Severe deterioration. Needs reconstruction with extensive base repair. Pulverization of old pavement is effective.
1 Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

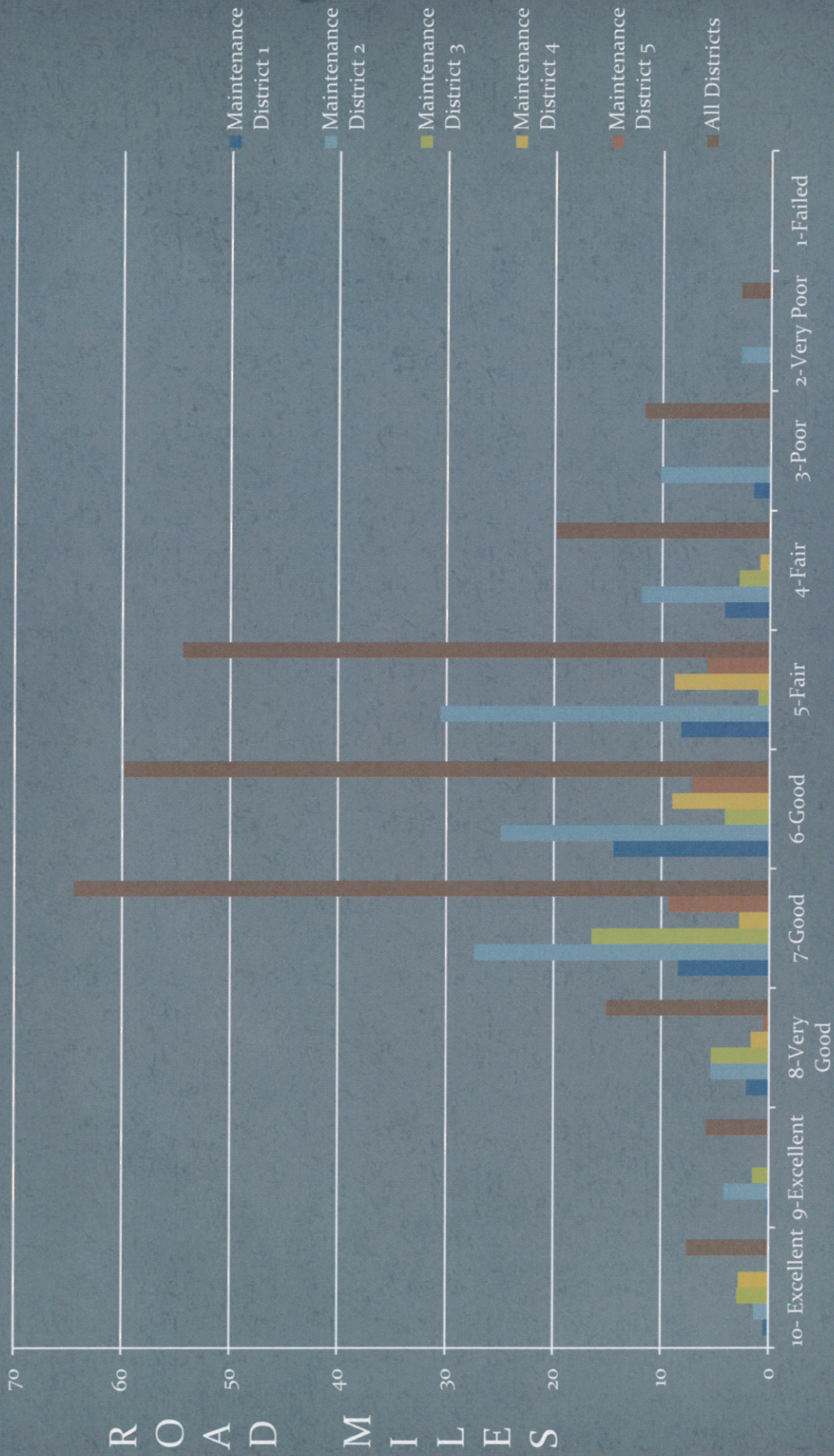
* Individual pavements will not have all of the types of distress listed for any particular rating. They may have only one or two types.

Costs of Maintenance Treatments

Treatment	Life Cycle (years)	Estimated Cost
Fog Seal	2-3	\$.15-\$.35 sq yd
Crack Seal	3+	\$.30 linear foot
Sand Seal	2-3	\$.40-\$.70 sq yd
Chip Seal	3-5	\$.50-\$1.00 sq yd
Polymer Modified Chip Seal	5-7	\$.70-\$1.40 sq yd
Micro Surfacing	5-7	\$1.60-\$2.00 sq yd
Nova Chip	7-10	\$4.75-\$6.00 sq yd

Preventive pavement treatments are more economical than waiting until the road needs to be reconstructed which can cost upwards of \$30/sq yd for 6" basecourse and 3" of hot mix asphalt.

Surfaced Road Miles vs. PASER Rating

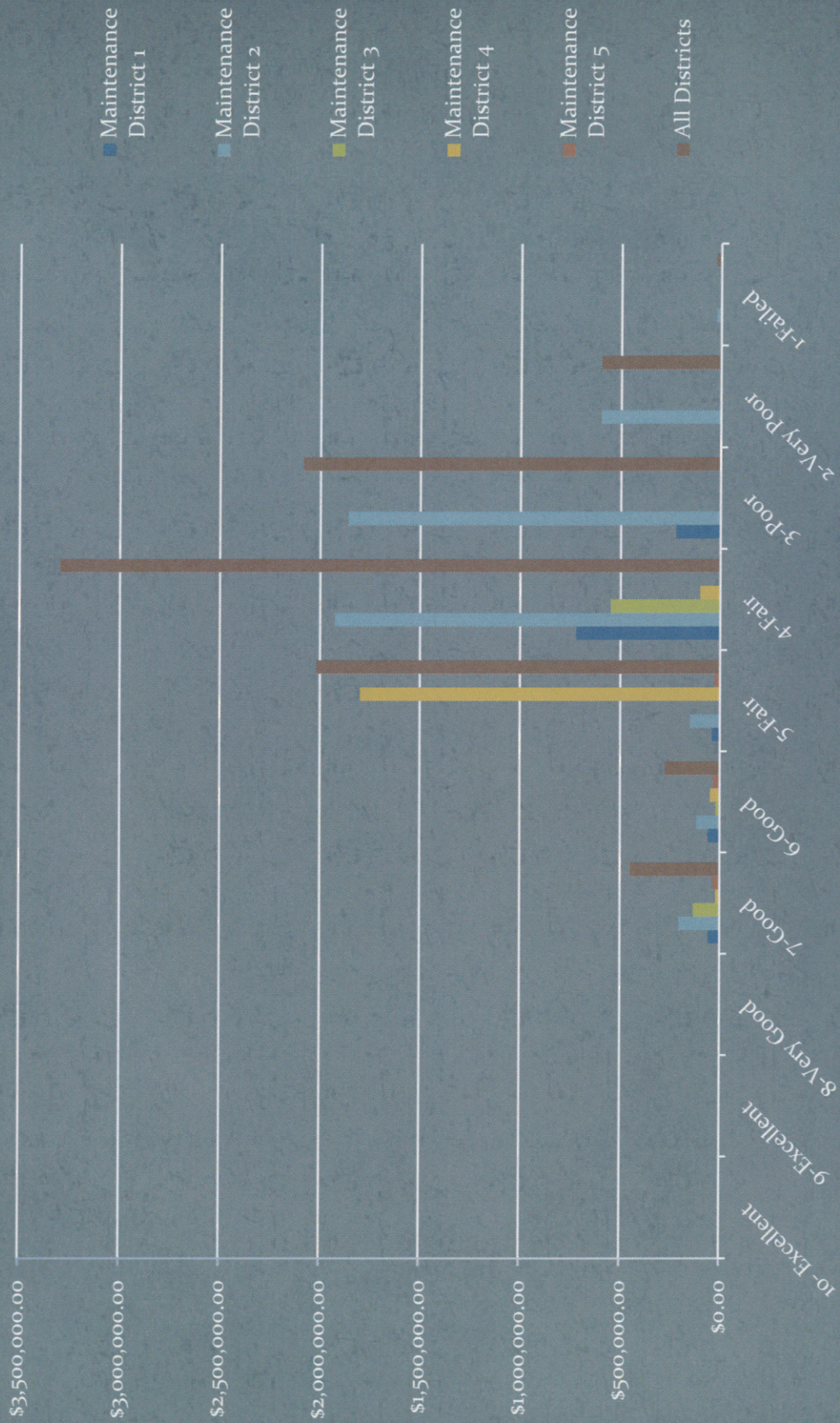


PASER Rating

Santa Fe County Surfaced Roads Miles of Road per Paser Rating

Paser Rating	10-Excellent	9-Excellent	8-Very Good	7-Good	6-Good	5-Fair	4-Fair	3-Poor	2-Very Poor	1-Failed
District 1	0.50	0.18	2.10	8.47	14.51	8.22	4.17	1.56	0.00	0.00
District 2	1.39	4.17	5.43	27.39	24.91	30.56	11.91	10.19	2.78	0.20
District 3	2.94	1.52	5.39	16.48	4.15	1.05	2.85	0.00	0.00	0.00
District 4	2.80	0.00	1.71	2.81	9.03	8.82	0.93	0.00	0.00	0.00
District 5	0.00	0.00	0.54	9.34	7.22	5.81	0.00	0.00	0.00	0.00
All Districts	7.63	5.87	15.17	64.49	59.82	54.46	19.86	11.75	2.78	0.20

Maintenance Cost vs. Paser Rating



C O S T

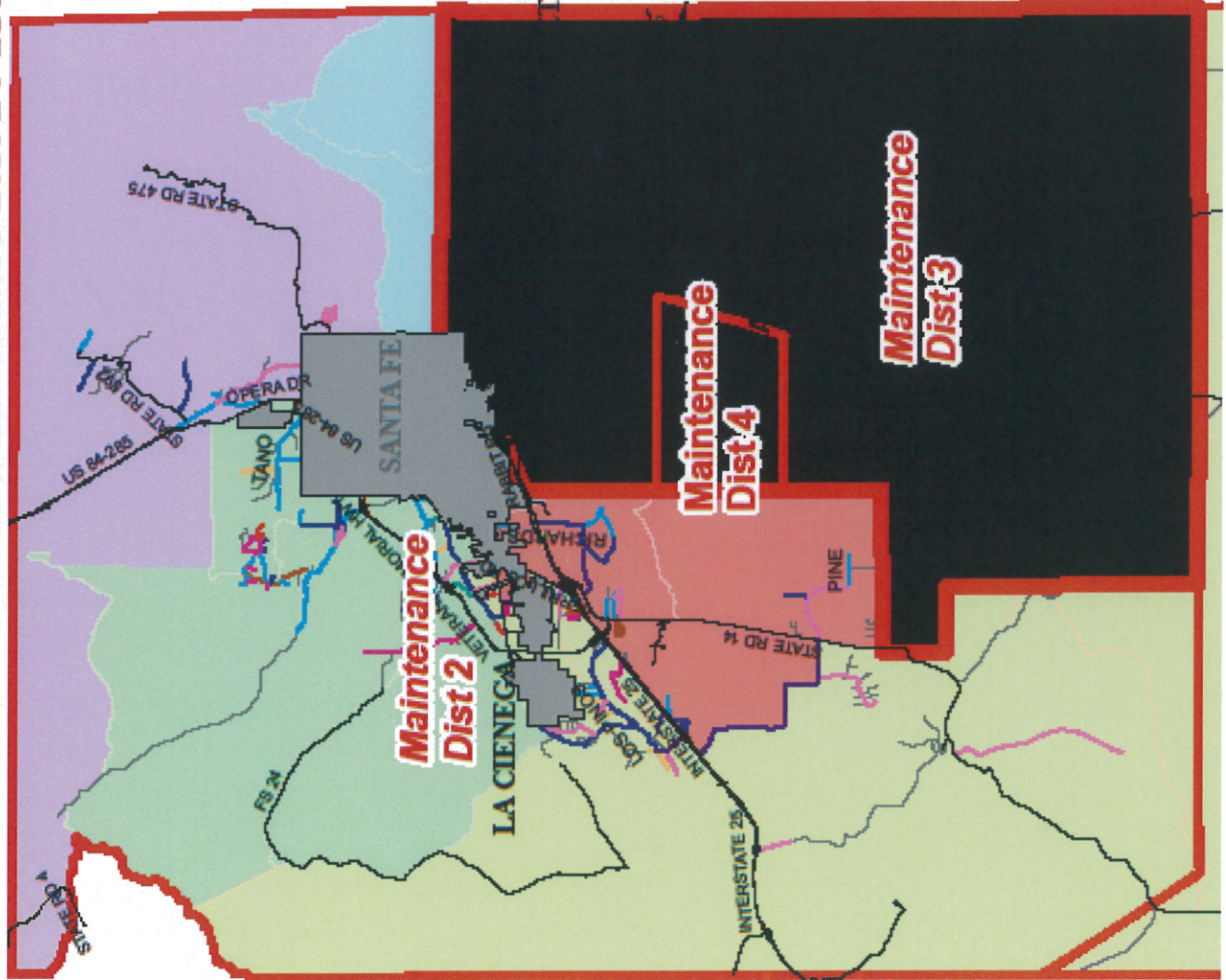
PASER Rating

Santa Fe County Surfaced Roads Estimated Cost to Maintain

Paser Rating	10- Excellent	9- Excellent	8-Very Good	7-Good	6-Good	5-Fair	4-Fair	3-Poor	2-Very Poor	1-Failed
District 1	\$0.00	\$0.00	\$0.00	\$58,367.63	\$60,616.45	\$39,598.53	\$722,335.68	\$224,514.05	\$0.00	\$0.00
District 2	\$0.00	\$0.00	\$0.00	\$204,994.05	\$116,535.91	\$149,924.51	\$1,927,105.90	\$1,861,493.39	\$602,002.60	\$23,232.00
District 3	\$0.00	\$0.00	\$0.00	\$131,840.00	\$20,137.04	\$3,665.20	\$551,638.03	\$0.00	\$0.00	\$0.00
District 4	\$0.00	\$0.00	\$0.00	\$20,146.61	\$47,181.49	\$1,798,663.68	\$99,500.54	\$0.00	\$0.00	\$0.00
District 5	\$0.00	\$0.00	\$0.00	\$35,219.80	\$33,563.99	\$27,649.37	\$0.00	\$0.00	\$0.00	\$0.00
All Districts	\$0.00	\$0.00	\$0.00	\$450,568.09	\$278,034.88	\$2,019,501.29	\$3,300,580.15	\$2,086,007.44	\$602,002.60	\$23,232.00

Estimated cost to maintain surfaced roads \$8,759,926

SFC Road Maintenance Dist 2 Paser Ratings

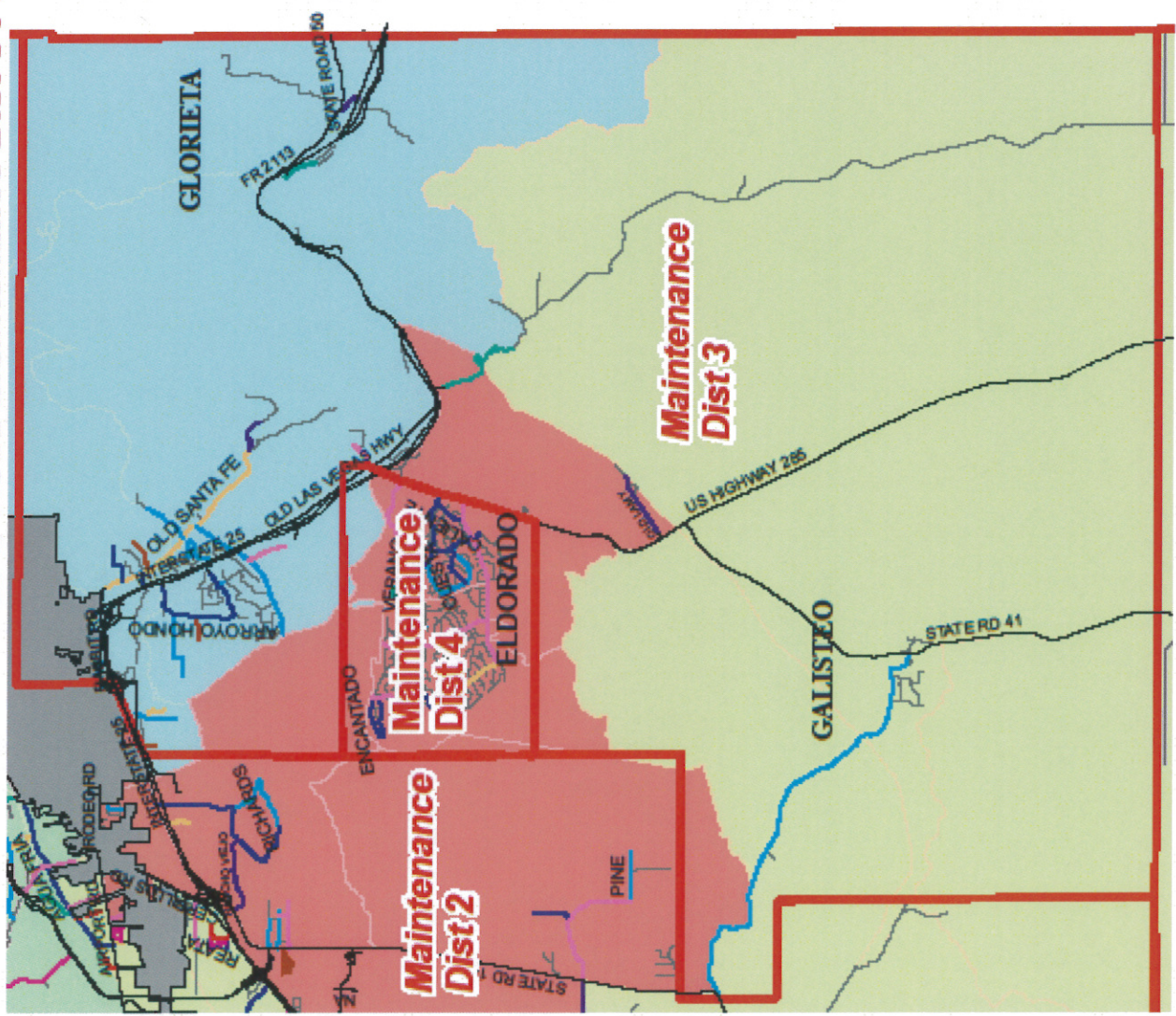


Legend

- PUBLISH.POLITICAL_INCORPORATED_AREAS
- STATEANDROADS
- Road Maintenance District Boundary
- PASER1 (Failed)
- PASER2 (Very Poor)
- PASER3 (Poor)
- PASER4 (Fair)
- PASER5 (Good)
- PASER6 (Very Good)
- PASER7 (Excellent)
- PASER8 (Excellent)
- PUBLISH.TRANSPORTATION.ROADS_COUNTYMARK
- PUBLISH.ELECTIONS.VOTING_DISTRICT_ELECTED_OFFICIAL_AREAS
- all other release-
- COMMIDIST**
- 1
- 2
- 3
- 4
- 5



SFC Road Maintenance Dist 3 Paser Ratings



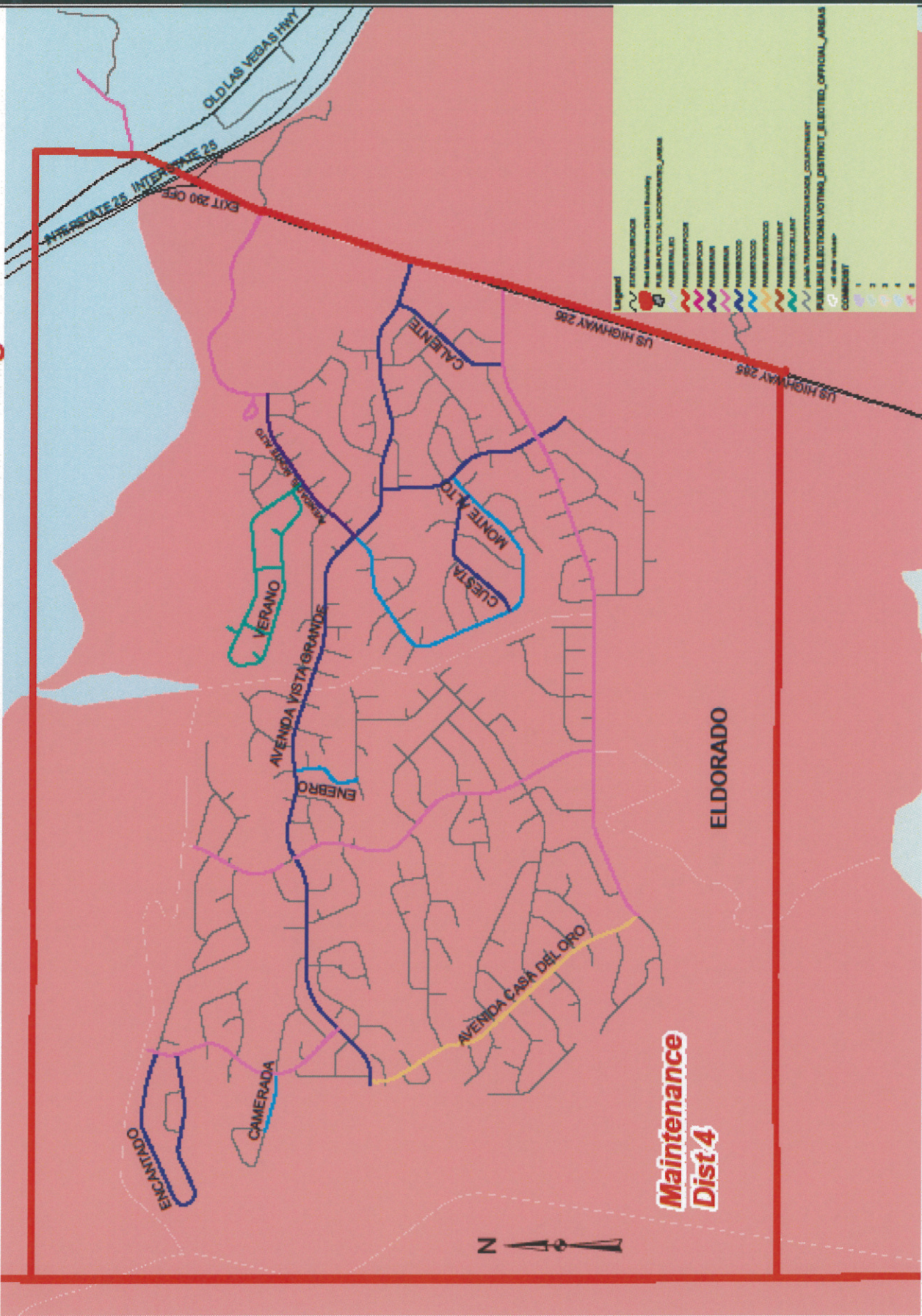
Legend

- STATE AND LOCAL ROADS
- Road Maintenance District Boundary
- PUBLISH POLITICAL INCORPORATED AREAS
- PASER RATED
- PASER VERY POOR
- PASER POOR
- PASER FAIR
- PASER STAR
- PASER GOOD
- PASER VERY GOOD
- PASER EXCELLENT
- PASER EXCELLENT
- PALMA TRANSPORTATION ROADS COUNTDOWN
- PUBLISH ELECTIONS VOTING DISTRICT ELECTED OFFICIAL AREAS
- COLLIMIST

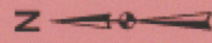
1
2
3
4
5



SFC Road Maintenance Dist 4 Paser Ratings



**Maintenance
Dist 4**



Legend

- ESTACIONAMIENTO
- Point Maintenance District Building
- PUBLIC POLITICAL ACCOMPANIMENT AREAS
- PASER 100
- PASER 90
- PASER 80
- PASER 70
- PASER 60
- PASER 50
- PASER 40
- PASER 30
- PASER 20
- PASER 10
- AVIA TRANSPORTACIONAL COUNTYMENT
- PUBLIC ELECTIONS VOTING DISTRICT ELECTED OFFICIAL AREAS
- with one value
- COMBOST

