

SANTA FE COUNTY
RESOLUTION 2021- 113

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

Whereas, the Board of County Commissioners meeting in regular session on December 14, 2021, did request the following budget adjustment:

Department / Division _____ PS / Fire Dept.

Budget Adjustment Type (drop down): Other Fiscal Year: 2022 (July 1, 2021 - June 30, 2022)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
244	0887	372	0900	Federal / Other	\$	124,378
Total					\$	\$ 124,378

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
244	0887	422	1024	Salary & Wages / Temporary Positions	\$	105,120
244	0887	422	2001	Employee Benefits / FICA - Regular		6,517
244	0887	422	2002	Employee Benefits / FICA Medicare		1,524
244	0887	422	2008	Employee Benefits / Workers Comp		95
244	0887	422	4002	Maintenance / Equipment		500
244	0887	422	6002	Supplies / Safety Supplies		8,008
244	0887	422	6007	Supplies / Operational Supplies		2,614
Total					\$	\$ 124,378

Requesting Department Approval: Jackie Lindsev Title: Fire Chief Date: 11-18-2021 Log # 786
 Capital/Grants Approval: Annette G. Baca, Senior Accountant/Grants Date: 11-18-2021 Budget Administrator: Tom Steen
 Finance Dept Approval: Tom Steen Date: 11/30/2021 Entered by: _____ Date: _____
 County Mgr Approval: Patricia M. Nunez Date: 12.8.21 Updated by: _____ Date: _____

SFC CLERK RECORDED 12/15/2021

**SANTA FE COUNTY
RESOLUTION 2021- 113**

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 in the area below. This request is to decrease the grant funds awarded for the FY21/22 YCC Grant, SFC was unable to implement the grant due to receiving the grant award late in the Wildland Season, the lack of available candidates to hire that met the minimum requirements and the likelihood that school would begin before the end of the grant period. This was a reimbursable grant and SFC did not expend any of the grant funding for the awarded amount of \$124,378.	Recurring	Non-Recurring	
2	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3	Does this request impact a revenue source?	Yes	No	
	A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	B. Does this include state or federal funds? SA#10-52200-20-00511AP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	C. Is this request a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	D. Is a match required? If Yes, please identify funding source in the line below. PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW Match is "In Kind"	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM
				AMOUNT
				BUDGETED (Drop Down)

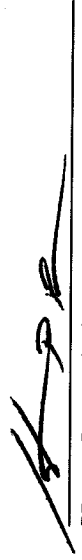
SANTA FE COUNTY

RESOLUTION 2021- 113

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 14th Day of December, 2021.

Santa Fe Board of County Commissioners


Henry P. Roybal, Chairperson

ATTEST:


Katharine E. Clark, County Clerk

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 5

I Hereby Certify That This Instrument Was Filed for Record On The 15TH Day Of December, 2021 at 08:56:44 AM And Was Duly Recorded as Instrument # 1974487 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy Dorothy Romero County Clerk, Santa Fe, NM

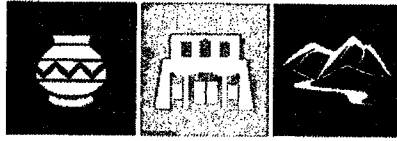


SFC CLERK RECORDED 12/15/2021

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Rudy N. Garcia
Commissioner, District 3



SANTA FE COUNTY

Anna T. Hamilton
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Katherine Miller
County Manager

November 16, 2021

Sarah Wood, Executive Director
Youth Conservation Corps
811 St. Michaels, Ste. 206
Santa Fe, NM 87505

RE: *YCC Grant / CONTRACT NO. 10-52200-20-00511AP*

Dear Ms. Wood,

This letter is to inform you and Youth Conservation Corps that Santa Fe County will be reverting back or returning the grant that Santa Fe County was recently awarded (the "YCC Grant"). Santa Fe County has had a great relationship and success with YCC Grant Program for ten prior grants awards, however, due to current circumstances Santa Fe County is not able to implement the current YCC Grant. Having received the grant late in the season, lack of available candidates to hire that meet the minimum requirements and the likelihood that school will begin before the end of the grant period, all prevent the County from successfully implementing the YCC Grant at this time. Santa Fe County aspires to be successful in every grant it receives and requests that you accept the return of the YCC Grant and termination of Contract No. 10-52200-20-00511AP. The County did not expend any funds from this YCC Grant.

Santa Fe County fully supports the YCC program and will be applying for future grants. We appreciate the partnership with New Mexico Youth Conservation Commission and look forward to working together again.

Please let me know if you have any questions and thank you.

Sincerely,


Katherine Miller
Santa Fe County Manager

File: SFC Agreement No. 2021-0090-FD/AG

SFC CLERK RECORDED 12/15/2021



New Mexico Youth Conservation Corps Commission



Michelle Lujan Grisham,
Governor

Public Members

Melissa Ann Loucks
Chair

Sarah Wood
Executive Director

Alicia Littlebear
Melissa Ann Loucks
Anthony Marquez

Amanda Getchell-Stevenson
Marlene Yanez

Agency Members

Carmen Austin
Energy, Minerals & Natural Resources Dept
Sarah Cottrell Propst, Cabinet Secretary

Cassie Ruiz
Children, Youth & Families Dept
Brian Blalock, Cabinet Secretary

Dana Vackar-Strang
State Land Office
Stephanie Garcia-Richard, Commissioner

Zach Chavez
Public Education Department
Ryan Stewart, Cabinet Secretary

May 21, 2021

Katherine Miller
Santa Fe County FD
Finance Division / Accounts Receivable
Santa Fe, NM 87504-0276
kmiller@santafecountynm.gov

Sent by e-mail

Dear Katherine Miller,

The signed Service Agreement (SA) #10-52200-20-00511AP between the Youth Conservation Corps Commission (YCCC) and Santa Fe County Fire Department is attached. This is your Letter to Proceed. As of the date on this letter, all purchases made for the project that have been agreed on will be reimbursed. The Service Agreement expires on April 21, 2022; however, projects may not last longer than 26 weeks.

Contractor shall **match a minimum of twenty percent (20%)** of total funds requested with in-kind or cash contributions as specified in Attachment 1. If the Contractor is unable to contribute these amounts due to unforeseen circumstances, the Contractor shall obtain written approval for a lesser or prorated amount from the YCC Executive Director.

Please acknowledge YCC funding in social media posts, newspaper articles and radio spots.

Also attached to this e-mail are:

- 1) an administrative guide that explains the reimbursement process;
- 2) an invoice spreadsheet for reimbursements with your cost proposal included for reference;
- 3) reimbursement worksheets; and
- 4) a T-shirt order form

The web-based reporting system is undergoing an upgrade, so there is no need to enter your proposal information at this time.

Wishing you well on your project!

Sincerely,

Sarah Wood, YCC Executive Director

Attachments: 5

SFC CLERK RECORDED 12/15/2021