

SANTA FE COUNTY
RESOLUTION 2024-146

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 12, 2024, did request the following budget adjustment:

Department / Division: Public Safety/Fire/RECC/Corrections Fiscal Year: 2025 (July 1, 2024 - June 30, 2025)
 Budget Adjustment Type (drop down): Other

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXX	ACTIVITY PARCUSES XXX	ELEMENT/ OBJECT XXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
244	0844	371	19-14	State / State Fire	7,272	
Total					\$ 7,272	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXX	ACTIVITY PARCUSES XXX	ELEMENT/ OBJECT XXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
244	0844	422	60-02	Galisteo - Safety Supplies	7,272	
Total					\$ 7,272	\$ -

Requesting Department Approval: Jacob Black Title: Fire Chief

Capital/Grants Approval: [Signature] Date: 11/4/2024

Finance Dept Approval: [Signature] Date: 11/3/2024

County Mgr Approval: [Signature] Date: 11/12/2024

Date: 10/28/2024 Log # 21
 Budget Administrator: [Signature] 11/5/24
 Entered by: _____ Date: _____
 Updated by: _____ Date: _____

**SANTA FE COUNTY
RESOLUTION 2024- 146**

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.
EMNRD received Cooperative Forestry Assistance grant funding for the New Mexico 2023 Consolidated Forestry Programs Grant (Urban & Community Forestry, Forest Stewardship, Forest Health, Landscape Scale Restoration and State and Volunteer Fire Assistance) in the amount of \$3,652,324. Via this award Santa Fe County applied for and was granted a total of \$31,300. Individual grants were awarded to the Eldorado, La Cienega, Madrid, and Agua Fria Fire Districts in the amount of \$6,007 each and to the Galisteo Fire District in the amount of \$7,272 for a total of \$31,300. These grants require a 10% match which totals \$3,130, this funding will come from the existing budgeted amounts in the Fire Operations Fund (244) for operational and safety supplies. These funds were used to purchase wildland PPE and wildland equipment. El Dorado, La Cienega, Madrid, and Agua Fria have expended the grant funding and is in the reimbursement process. Galisteo did not receive the wildland personal protective equipment by June 30, 2024, the delay in obtaining the personal protective equipment now requires Galisteo to re-budget the \$7,272 and submit for reimbursement by the April 30, 2025 grant deadline.

2	Is this Budget Action for a Recurring or Non Recurring Expense (one-time)	Recurring	Non-Recurring
			X

3	Does this request impact a revenue source?	Yes	No
		X	

A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy X

B. Does this include state or federal funds? 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 an award letter and proposed budget Grant # 23-DG-11030000-008 and Grant # 24-521-0400-0194 are attached X

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.) X

D. Is a match required? If Yes, please identify funding source in the line below. X

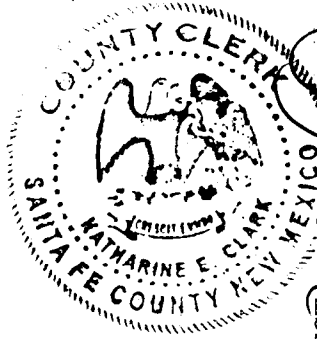
PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW

FUND	DEPARTMENT	ACTIVITY	PLANNED	CATEGORY / LINE ITEM	AMOUNT	BUDGETED (By Item)

SANTA FE COUNTY
RESOLUTION 2024- 146

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

Approved, Adopted, and Passed This 12th Day of November, 2024.



ATTEST: 

Katharine E. Clark, County Clerk


Santa Fe Board of County Commissioners


Hank Hughes, Chairperson

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 8



I Hereby Certify That This Instrument Was Filed for Record On The 13TH Day Of November, 2024 at 03:02:33 PM And Was Duly Recorded as Instrument # 2046552 Of The Records Of Santa Fe County

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

**GRANT AWARD AGREEMENT
BETWEEN THE
STATE OF NEW MEXICO, ENERGY, MINERALS AND NATURAL REOURCES
DEPARTMENT
AND
SANTA FE COUNTY**

THIS AGREEMENT is made and entered into by and between the State of New Mexico, Energy, Minerals and Natural Resources Department (EMNRD), Forestry Division and the Santa Fe County for the Galisteo Volunteer Fire Department (GVFD).

This Agreement is entered by the Forestry Division's authority at NMSA 1978, §§ 68-2-6 and 68-2-8 and is subject to all federal legislation, regulations, and policies applicable to the U.S. Department of Agriculture, National Fire Plan - Volunteer Fire Assistance Program (VFA).

The parties mutually agree:

1. Scope of Work: GVFD shall purchase Personal Protection Equipment (PPE) or Fire Fighting Equipment (FFE) pertaining to wildland firefighting and shall comply with 2 C.F.R. 200.318 through 200.326 for procurement conducted pursuant to this Agreement.

A. GVFD may purchase the PPE or FFE directly from any supplier. Firefighting boots and individual items with a cost greater than \$5,000.00 are not eligible for purchase under this Agreement.

B. Communications equipment (portable and handheld radios) is eligible for purchase under this Agreement. All communications equipment GVFD purchases must be "Project 25" compliant (a national standard for communications equipment) and field programmable. No individual radio can cost more than \$5,000.00.

2. Compensation:

A. EMNRD shall reimburse GVFD 90% of items purchased upon receipt of one detailed and certified statement evidencing purchase of and payment for equipment purchased under this Agreement along with copies of supplier invoices, subject to the limitation in Paragraph (1) and total reimbursement budget in Paragraph 2.B. below.

B. VFA grant award to GVFD shall be:

Amount of Grant:	\$7,271.75
Local Match:	\$ 807.97
Total Budget:	\$8,079.72

C. To be eligible for cost sharing, GVFD shall purchase all equipment and supplies after the Agreement's effective date and no later than April 1, 2025. GVFD must submit to the Forestry Division one Reimbursement Form (Attachment 1), including copies of purchase orders, invoices, and cancelled checks to be eligible for reimbursement, no later than April 15, 2025.

3. Auditing Procedures: Expenditures made under this Agreement are regulated by

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2 C.F.R. 200 *et seq.*

A. Equipment – Equipment GVFD acquires under this Agreement shall be subject to audit by EMNRD and shall be managed, used, and disposed of in accordance with 2 C.F.R. 200.1 (Attachment 2) and 2 C.F.R. 200.313. Title to the equipment vests in the Santa Fe County.

B. Supplies – Supplies GVFD acquires under this Agreement that exceed \$100.00 per item shall be subject to audit by EMNRD pursuant to 2 C.F.R. 200.1 (Attachment 2) and 2 C.F.R. 200.314. Title to the supplies vests in the Santa Fe County.

C. Financial Records – The Santa Fe County's financial records involving procurement and all other related records including programmatic records, supporting documents, and statistical records under this Agreement shall comply with all federal, state, and local government auditing requirements, including subawards pursuant to 2 C.F.R. Part 200.1 (Attachment 2) and Cost Principles pursuant to 2 C.F.R. .400 and parts thereof, and in particular federal grant management rules pertaining to the National Fire Plan – Volunteer Fire Assistance Grant. The Santa Fe County shall retain these records for six years after the date specified below in Section 5, Term.

4. Grant Award Provisions:

A. This VFA grant is awarded based on information provided in GVFD's application submitted for VFA funding in federal Fiscal Year 2024. The Santa Fe County shall comply with all applicable provisions of U.S. Department of Agriculture, Forest Service, Grant No 23-DG-11030000-008, Federal Fiscal Year 2023. The Forestry Division shall provide the Santa Fe County with a copy of the grant with the Notice to Proceed.

B. The Santa Fe County assures it has legal authority to receive monies for purposes intended hereby and the ability and intention to finance its share of the costs of the PPE or FFE.

5. Term: This Agreement becomes effective when executed by an authorized representative of the Santa Fe County and EMNRD and when the Department of Finance and Administration encumbers funds for this Agreement. It shall terminate on April 30, 2025.


6. Termination: Either party may terminate this Agreement upon written notice delivered to the other at least 10 days prior to the intended termination date. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to termination.

7. Amendment: This Agreement shall not be altered, changed, or amended except by instrument in writing executed by the parties hereto.


8. Appropriations: This Agreement's terms are contingent upon the New Mexico State Legislature and U.S. Department of Agriculture, Forest Service granting sufficient appropriation and authorization. If sufficient appropriation or authorization is not granted, EMNRD may terminate this Agreement, or in the alternative suspend performance pending approval of sufficient appropriation or authorization, upon written notice from EMNRD to the Santa Fe County. EMNRD's decision as to whether sufficient appropriations are available shall be at its sole and absolute discretion and shall be final, binding, and accepted by the Santa Fe County.

IN WITNESS WHEREOF, the parties hereto have herein below executed this Agreement.

STATE OF NEW MEXICO, ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT

By:  Date: 3/14/24
Cabinet Secretary or Designee

SANTA FE COUNTY

By:  Date: 3/13/2024
Authorized Representative Signature

Gregory S. Shaffer, County Manager
Printed Name and Title

Approved as to form by Roberta D. Joe, Assistant County Attorney
for J.Y., Santa Fe County Attorney March 12, 2024

SFC CLERK RECORDED 11/13/2024

Attachment 1

Reimbursement Form	
Date:	
Volunteer Fire Department (VFD) Name:	Galisteo Volunteer Fire Department
Fiscal Agent Name:	Santa Fe County
VFD Representative Name:	
Fiscal Agent Address:	P.O. Box 276, Santa Fe, NM 87504
SHARE Number:	0000054297
Reimbursement Request Number: Please number your reimbursement requests sequentially, and with more than one digit – for example, “01” or “001”.	
Grant Amount Expended:	
Local Match: (This amount must be at least 10% of grant amount.)	
Total Amount Expended: (Total + Grant Amount + Local Match)	
Signature:	
Printed Name and Title:	
Must also attach the required purchase orders, invoices, and cancelled checks.	
Email this page and all required documentation to:	Gabrielf.Cordova@emnrd.nm.gov State of New Mexico Energy, Minerals and Natural Resources Department Forestry Division 1220 S. St. Francis Dr. Santa Fe, New Mexico 87505

Attachment 2

Source - Electronic Code of Federal Regulations: www.ecfr.gov

Code of Federal Regulations

Title 2: Grants and Agreements

Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Subpart A: Acronyms and Definitions

§200.33 Equipment.

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. See also §§200.12 Capital assets, 200.20 Computing devices, 200.48 General purpose equipment, 200.58 Information technology systems, 200.89 Special purpose equipment, and 200.94 Supplies.

§200.92 Subaward.

Subaward means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

§200.94 Supplies.

Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life. See also §§200.20 Computing devices and 200.33 Equipment.

SFC CLERK RECORDED 11/13/2024