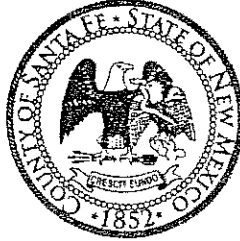


Henry P. Roybal  
Commissioner, District 1

Anna Hansen  
Commissioner, District 2

Robert A. Anaya  
Commissioner, District 3




Anna T. Hamilton  
Commissioner, District 4

Ed Moreno  
Commissioner, District 5

Katherine Miller  
County Manager

## MEMORANDUM

To: The Board of County Commission

From: Tony T. Flores, Deputy County Manager 

Via: Katherine Miller, County Manager

Date: November 14, 2017

Subject: Resolution No. 2017-\_\_\_, A Resolution Authorizing The Disposition Of Fixed Assets In Accordance With State Statute. (Finance/Tony T. Flores)

---

### ISSUE:

On an annual basis, department staff/elected officials are required to collect information related to inoperable or obsolete property and equipment of Santa Fe County in order to determine its eligibility for surplus.

### BACKGROUND:

Santa Fe County follows the State of New Mexico statutory policies to dispose of surplus property and equipment pursuant to NMSA 1978, Section 13-6-1 (2012).

The Santa Fe County Housing Department has submitted various items of scrap metal for recycling that are obsolete or damaged.

### REQUEST ACTION:

The Finance Division requests the Board's consideration and approval of the attached resolution to dispose obsolete personal property. Upon approval of the resolution by the Board of County Commissioners, a copy of the resolution will be submitted to the State Auditor's Office. The items will be disposed 30 days after notification to the State Auditor.



**THE BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY  
RESOLUTION NO. 2017 - \_\_\_\_\_**

---

**A RESOLUTION AUTHORIZING THE DISPOSITION OF  
FIXED ASSETS IN ACCORDANCE WITH LAW**

---

WHEREAS, Santa Fe County (County) desires to recycle certain personal property identified on Exhibit A to this Resolution; and

WHEREAS, Exhibit A details each item of personal property by department or office, tag number, description of fixed asset, serial number, reason for surplus, condition of fixed asset, location of fixed asset, and/or estimated value; and

WHEREAS, the Board of County Commissioners (BCC) hereby determines that  
(i) each item of personal property on Exhibit A is worn-out, unusable, or obsolete to the extent that the item is no longer economical or safe for continued use by the County; and  
(ii) each item on Exhibit A has an estimated current resale value of less than \$5,000.

NOW, THEREFORE, BE IT RESOLVED that the BCC (i) approves the disposal of the personal property listed on Exhibit A pursuant to NMSA 1978, Section 13-6-1 (2012), and (ii) directs that, to the extent feasible, the personal property shall be recycled as scrap metal and, if that it is not feasible, that it be disposed of as otherwise allowed by law.

PASSED, APPROVED, AND ADOPTED THIS 14<sup>th</sup> DAY OF NOVEMBER, 2017.

BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY

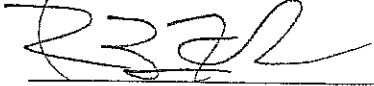
By: \_\_\_\_\_  
Henry P. Roybal, Chair

ATTEST:

\_\_\_\_\_  
Geraldine Salazar, Santa Fe County Clerk

Date: \_\_\_\_\_

APPROVED AS TO FORM:



Gregory S. Shaffer, Santa Fe County Attorney

Date: 10/18/2017

SANTA FE COUNTY  
FIXED ASSETS SURPLUS FC - FISCAL YEAR 2017  
ALL OTHER ASSETS

EXHIBIT

DEPARTMENT: HOUSING

PERSON COMPLETING

THE FORM: JOE GONZALES

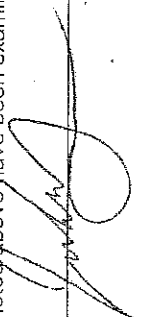
TELEPHONE NO.:

995-9531

TAG NUMBER	DESCRIPTION OF FIXED ASSET	SERIAL NO.	REASON FOR SURPLUS	CONDITION OF FIXED ASSET	LOCATION OF FIXED ASSET	ESTIMATED VALUE
NO TAG	CROSLLEY STOVE	1301711100	NOT WORKING	SCRAP	HOUSING	0
NO TAG	FRIGIDAIRE STOVE	VF93873645	NOT WORKING	SCRAP	HOUSING	0
NO TAG	FRIGIDAIRE STOVE	VF041227492	NOT WORKING	SCRAP	HOUSING	0
NO TAG	HOTPOINT STOVE	HH166090R	NOT WORKING	SCRAP	HOUSING	0
NO TAG	CROSLLEY STOVE	37485680AX	NOT WORKING	SCRAP	HOUSING	0
NO TAG	MAGIC CHEF STOVE	2719622345	NOT WORKING	SCRAP	HOUSING	0
1E011627	FRIGIDAIRE STOVE		NOT WORKING	SCRAP	HOUSING	0
NO TAG	FRIGIDAIRE STOVE	VP93643966	NOT WORKING	SCRAP	HOUSING	0
1215	MAGIC CHEF STOVE		NOT WORKING	SCRAP	HOUSING	0
1181	MAGIC CHEF STOVE		NOT WORKING	SCRAP	HOUSING	0
NO TAG	FRIGIDAIRE STOVE	VEU92422679	NOT WORKING	SCRAP	HOUSING	0
NO TAG	MAGIC CHEF STOVE	NOT READABLE	NOT WORKING	SCRAP	HOUSING	0
NO TAG	HOTPOINT STOVE	NOT READABLE	NOT WORKING	SCRAP	HOUSING	0
NO TAG	HOTPOINT STOVE	NOT READABLE	NOT WORKING	SCRAP	HOUSING	0
NO TAGS	AO SMITH WATER HEATERS, QUANTITY 10	NOT READABLE	NOT WORKING	SCRAP	HOUSING	0
NO TAGS	NUTONE RANGEHOODS, QUANTITY 5	NOT READABLE	NOT WORKING	SCRAP	HOUSING	0
NO TAGS	FIRE HYDRANT	NONE	BROKEN	SCRAP	HOUSING	0

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

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



Department Director

Date: 10/10/17

SANTA FE COUNTY  
 FIXED ASSETS SURPLUS FORM - FISCAL YEAR 2017  
 ALL OTHER ASSETS

DEPARTMENT: HOUSING

PERSON COMPLETING THE FORM: JOE GONZALES TELEPHONE NO.: 995-9531

TAG NUMBER	DESCRIPTION OF FIXED ASSET	SERIAL NO.	REASON FOR SURPLUS	CONDITION OF FIXED ASSET	LOCATION OF FIXED ASSET	ESTIMATED VALUE
1E009588	HOTPOINT REFRIGERATOR		NOT WORKING	SCRAP	HOUSING	0
NO TAG	WHIRLPOOL REFRIGERATOR	VA92422679	NOT WORKING	SCRAP	HOUSING	0
1E009595	WHIRLPOOL REFRIGERATOR		NOT WORKING	SCRAP	HOUSING	0
NO TAG	WHIRLPOOL REFRIGERATOR	SG793910	NOT WORKING	SCRAP	HOUSING	0
NO TAG	WHIRLPOOL REFRIGERATOR	TG775040	NOT WORKING	SCRAP	HOUSING	0
NO TAG	ELECTROLUX REFRIGERATOR	8A72421669	NOT WORKING	SCRAP	HOUSING	0
NO TAG	HOTPOINT REFRIGERATOR	TG775040	NOT WORKING	SCRAP	HOUSING	0
NO TAG	HOTPOINT REFRIGERATOR	SG793960	NOT WORKING	SCRAP	HOUSING	0

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

We hereby certify that the assets noted above have been examined and the information is accurate to the best of our knowledge.  
 Department Director [Signature] Date: 10/10/17



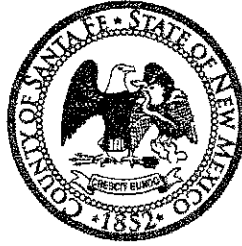




**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Robert A. Anaya**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4

**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

## **MEMORANDUM**

**DATE:** 10/19/2017

**TO:** Board of County Commissioners

**VIA:** Katherine Miller, County Manager

**FROM:** Michael K. Kelley, Public Works Department - Director MK 10/30/17

**ITEM AND ISSUE:** BCC Meeting November 14, 2017

**Approval of a Resolution Delegating Authority to the County Manager to Negotiate and Execute All Documents Necessary for the Acquisition of Real Property Interests Necessary for Construction of a Drainage and Road Improvement Project on Camino Torcido Loop and County Road 56; (Public Works/Terry Lease)**

**SUMMARY:**

The purpose of this resolution is to facilitate the acquisition of real property interests for a drainage and road improvement project on Camino Torcido Loop and County Road 56 ("Project").

**BACKGROUND:**

Camino Torcido Loop and County Road ("CR") 56 (Paseo Real) have been experiencing drainage and erosion problems for many years and the Santa Fe County Board of County Commissioners ("Board") authorized capital funding for the Project. The County hired an engineering firm to design the necessary improvements and that design identified 11 properties that may be affected by the Project. Acquisitions of certain real property interests on each of the properties may be required to complete the Project. Surveys for each of the required permanent real property interests have all been completed. Below is a list of the 11 properties affected by the Project:

- |                         |                                 |
|-------------------------|---------------------------------|
| -3 Camino Torcido Loop  | -68 Camino Torcido Loop         |
| -10 Camino Torcido Loop | -70 Camino Torcido Loop         |
| -14 Camino Torcido Loop | -329 Paseo Real-County Road 56  |
| -58 Camino Torcido Loop | -401 Paseo Real- County Road 56 |
| -60 Camino Torcido Loop | -34 Via De Los Romero           |
| -64 Camino Torcido Loop |                                 |

**ACTION REQUESTED:**

Approval of the subject resolution.



**THE BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY  
RESOLUTION NO. 2017-\_\_\_\_\_**

---

**A RESOLUTION DELEGATING AUTHORITY TO THE  
COUNTY MANAGER TO NEGOTIATE AND EXECUTE ALL  
DOCUMENTS NECESSARY FOR THE ACQUISITION OF  
REAL PROPERTY INTERESTS NECESSARY FOR  
CONSTRUCTION OF A DRAINAGE AND ROAD  
IMPROVEMENT PROJECT ON CAMINO TORCIDO LOOP  
AND COUNTY ROAD 56**

---

**WHEREAS**, Camino Torcido Loop and County Road ("CR") 56 have been experiencing drainage and erosion problems for many years; and

**WHEREAS**, the Santa Fe County Board of County Commissioners ("Board") authorized capital funding to make drainage and road improvements to Camino Torcido Loop and CR56 (the "Project"); and

**WHEREAS**, as shown on Exhibit A to this Resolution, the County may require additional easements on 11 properties ("Properties") to complete the Project; and

**WHEREAS**, the Board has appropriated and budgeted funding to acquire any necessary easements to complete the Project.

**NOW, THEREFORE, BE IT RESOLVED** by the Board as follows:

- A. The County Manager is authorized to acquire on behalf of the County any easements necessary to complete the Project, either through donation or purchase. Under this authority, the County Manager may negotiate, prepare, and execute agreements and any other documents that may be required or appropriate.
- B. The purchase price of any easement shall not exceed its fair market value, as determined by a certified appraiser. The cumulative acquisition costs shall not exceed the budgeted amount.
- C. The County Manager may further delegate all or part of the authority granted under this Resolution to the Deputy County Manager or other appropriate staff.

**PASSED, APPROVED, AND ADOPTED THIS** \_\_\_ DAY OF \_\_\_\_\_, 2017.

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

By: \_\_\_\_\_  
Henry P. Roybal, Chair

**ATTEST:**

\_\_\_\_\_  
Geraldine Salazar  
County Clerk

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

*R3712*  
\_\_\_\_\_  
Gregory S. Shaffer  
County Attorney

Date: 10/16/2017

**APPROVED:**

\_\_\_\_\_  
County Finance Director

Date: \_\_\_\_\_

Exhibit "A"

<u>Address</u>	<u>Parcel Number</u>
-3 Camino Torcido Loop	64308580
-10 Camino Torcido Loop	64308600
-14 Camino Torcido Loop	64308602
-58 Camino Torcido Loop	64308618
-60 Camino Torcido Loop	64308620
-64 Camino Torcido Loop	64308622
-68 Camino Torcido Loop	64308624
-70 Camino Torcido Loop	64308626
-329 Paseo Real-County Road 56	910000208
-401 Paseo Real- County Road 56	970002286
-34 Via De Los Romero	970004225

