

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

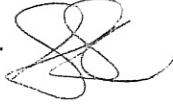
Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: April 10, 2018

TO: Board of County Commissioners

FROM: Stephanie Schardin Clarke, Finance Division Director 

VIA: Katherine Miller, County Manager

RE: Resolution No. 2018 - ____, Requesting an Increase to the Road Projects Fund (311) to Budget Three (3) Grants from The New Mexico Department of Transportation for the Pavement Rehabilitation/Improvements of Various County Roads in Santa Fe County. / \$311,913 (Finance Division / Stephanie Schardin Clarke)

SUMMARY:

The purpose of this request is to increase the Road Project Fund (311) to budget three (3) Local Government Road Fund grants that were awarded to Santa Fe County from New Mexico Department of Transportation.

BACKGROUND:

Santa Fe County Public Works Department received three (3) grants from the New Mexico Department of Transportation for pavement rehabilitation/improvements to various County roads in Santa Fe County. The grants are to be funded in proportional share, which allocates 75% from Department of Transportation and requires a 25% match by Santa Fe County.

Grant: CAP-5-18(470)
Grant NMDOT Share: \$103,350
County Grant Match: \$34,450

Grant: SB-7806(103)18
Grant NMDOT Share: \$76,462
County Grant Match: \$25,488

Grant: SP-5-18(184)
Grant NMDOT Share: \$54,122
County Grant Match: \$18,041

ACTION REQUESTED:

Approval of a budget increase to the Road Project Fund (311) to budget the 75% NMDOT share and the 25% County match for the Local Government Road Fund Grants that were awarded for pavement rehabilitation/improvements to various County roads in Santa Fe County in the cumulative amount of \$311,913.

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RESOLUTION 2018 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on April 10, 2018, did request the following budget adjustment:

Department / Division: CMO/Finance Fund Name: Road Projects Fund (311)

Budget Adjustment Type: Budget Increase Fiscal Year: 2018 (July 1, 2017 - June 30, 2018)

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
311	6186	371	0200	State/NM State Highway	\$ 103,350	
311	0000	385	0200	Budgeted Cash/State Funds	\$ 34,450	
311	6186	371	0200	State/NM State Highway	\$ 76,462	
311	0000	385	0200	Budgeted Cash/State Funds	\$ 25,488	
311	6186	371	0200	State/NM State Highway	\$ 54,122	
311	0000	385	0200	Budgeted Cash/State Funds	\$ 18,041	
TOTAL (if SUBTOTAL, check here)					\$ 311,913	

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
311	6186	481	4003	LGRF Maintenance Grants/Maintenance Infrastructure	\$ 137,800	
311	6186	481	4003	LGRF Maintenance Grants/Maintenance Infrastructure	\$ 101,950	
311	6186	481	4003	LGRF Maintenance Grants/Maintenance Infrastructure	\$ 72,163	
TOTAL (if SUBTOTAL, check here)					\$ 311,913	

Requesting Department Approval: [Signature] Title: CAC/Title & Grants Manager Date: 3/26/18

Finance Department Approval: [Signature] Date: 3/27/18 Entered by: _____ Date: _____

County Manager Approval: _____ Date: _____ Updated by: _____ Date: _____

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RESOLUTION 2018 - _____

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Stephanie Sehardin Clarke Dept/Div: CMO/Finance Phone No.: 995-2780

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.

Santa Fe County Public Works Department received three (3) grant agreements from New Mexico Department of Transportation for pavement rehabilitation/improvements of various County roads. This request is to increase the budget in Road Project Fund (311) for the following grants:

Grant: CAP-5-18(470)
Grant NMDOT Share: \$103,350
Santa Fe County Grant Match: \$34,450

Grant: SB-7806(103)18
Grant NMDOT Share: \$76,462
Santa Fe County Grant Match: \$25,488

Grant: SP-5-18(184)
Grant NMDOT Share: \$54,122
Santa Fe County Grant Match: \$18,041

a) Employee Actions

Line Item	Action (Add/Delete Position, Reclasse, 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

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Stephanie Scharadin Clarke Dept/Div: CMO/Finance Phone No.: 995-2780

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
If YES, cite statute and attach a copy.

State of New Mexico Local Government Road Funds

- 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.

Grant:	CAP-5-18(470)	SB-7806(103)18	SP-5-18(184)
Contract No:	D15739	D15738	D15736
Control No:	L500297	L500291	L500264
Grant NMDOT Amount:	\$103,350	\$76,462	\$54,122
Santa Fe County Grant Match:	\$34,450	\$25,488	\$18,041

- c) Is this request is a result of Commission action? YES X NO
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).

The following Resolutions were approved at the August 29, 2017 BCC Meeting:

Resolution 2017-88, Adopting Local Government Road Improvement Fund Project No. CAP-5-18(470) for Pavement Rehabilitation Improvements of County Roads throughout Santa Fe County, New Mexico

Resolution 2017-87, Adopting Local Government Road Improvement Fund Project No. SB-7806(103)18 for Pavement Rehabilitation Improvements of County Roads throughout Santa Fe County, New Mexico

Resolution 2017-89, Adopting Local Government Road Improvement Fund Project No. SP-5-18(184) for Pavement Rehabilitation Improvements of County Roads throughout Santa Fe County, New Mexico

- d) Please identify other funding sources used to match this request.
The grants each have a match requirement which is included in this request.

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RESOLUTION 2018 - _____

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 _____ Day of _____, 2018.

Santa Fe Board of County Commissioners

Anna Hansen, Chairperson

ATTEST:

Geraldine Salazar, County Clerk

