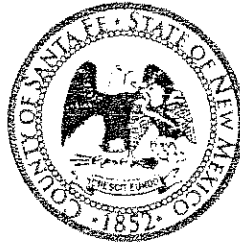


Henry P. Roybal
Commissioner, District 1

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: May 8, 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 Grant funds from NMDOT for Eldorado Road Projects that were previously encumbered but now liquidated. / \$22 (Finance Division / Stephanie Schardin Clarke)*

SUMMARY:

The purpose of this request is to increase the Road Project Fund (311) to budget the remaining grant balance for Grant 16-A2586 for the Eldorado Road Projects which was previously encumbered under PO#176313, but the balance of \$21.91 was liquidated.

BACKGROUND:

Santa Fe County Projects Division received Grant #16-A2586 for \$100,000 in Fiscal Year 2017. During FY17 PO#176313 was encumbered to GM Emulsion for work on various road projects. The amount encumbered against this grant was \$50,329.16. The work was not able to begin until September which is within Fiscal Year 2018. The invoices for the portion related to the grant totaled \$50,307.25. The balance of \$21.91 was liquidated from this now prior-year PO. These funds need to be re-budgeted in FY18 so that the grant can be fully expended with work related to Avenida Amistad which is an Eldorado road.

ACTION REQUESTED:

Approval a budget increase to the Road Project Fund (311) in the amount of \$22 to budget the liquidated balance from PO#176313 so that work can commence on Avenida Amistad which is in Eldorado.

SANTA FE COUNTY

Page 1 of 4

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 May 8, 2018, did request the following budget adjustment:

Department / Division: CMO/Finance Fund Name: Special Appropriation Fund (318)

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	0621	371	0200	Grants / State / NM State Highway	\$22	
TOTAL (if SUBTOTAL, check here)					\$22	

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	0621	453	8010	Capital Purchases / Roadways (Bridge/Culvert)	\$22	
TOTAL (if SUBTOTAL, check here)					\$22	

Requesting Department Approval: [Signature] Date: 4/30/18

Finance Department Approval: [Signature] Date: 5/1/18

County Manager Approval: _____ Date: _____

Entered by: _____

Updated by: _____

Title: CAPITAL & GRANTS MANAGEMENT

SANTA FE COUNTY

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RESOLUTION 2018 -

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.

Requesting a budget increase in the Road Projects Fund (311) to budget grant funds that were previously encumbered to a prior year Purchase Order that has since been liquidated. The grant funds are necessary to move forward with a current year procurement for the Avenida Amistad road project.

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
311-0621-453.80-10	Plan, Design and construct road improvements in Eldorado in Santa Fe County	\$22

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

SANTA FE COUNTY

Page 3 of 4

RESOLUTION 2018 - _____

DEPARTMENT CONTACT:

Name: Stephanie Schardin Clarke

Dept/Div: CMO/Finance

Phone No.: 995-2750

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.

Laws of 2016, HB219, Chapter 81, Section 24, Subsection 67, one hundred thousand dollars (\$100,000) to plan, design, and construct road improvements in Eldorado in Santa Fe County.

- 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 an award letter and proposed budget.
16-A2586
- 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.).
- d) Please identify other funding sources used to match this request.

SANTA FE COUNTY

Page 4 of 4

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 8 Day of May, 2018.

Santa Fe Board of County Commissioners

Anna Hansen, Chairperson

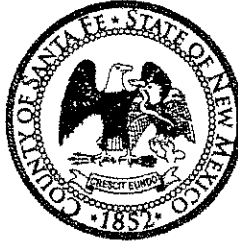
ATTEST:

Geraldine Salazar, County Clerk

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: Santa Fe County Board of County Commissioners

Through: Katherine Miller, County Manager
Rachel O'Connor, Community Services Department Director

From: Jennifer Romero, Teen Court Program Manager

Date: April 16, 2018

Subject: **RESOLUTION 2018-__ : A RESOLUTION AUTHORIZING THE COUNTY MANAGER TO SIGN AND SUBMIT AN APPLICATION TO THE DEPARTMENT OF FINANCE AND ADMINISTRATION UNDER THE JUVENILE ADJUDICATION FUND GRANT PROGRAM (Community Services Department/Jennifer Romero)**

Issue: Whether Santa Fe County should submit an application requesting grant funds from the Juvenile Adjudication Fund Grant administered by the Department of Finance and Administration.

Background: The Department of Finance and Administration (DFA) is charged with administering the Juvenile Adjudication fund ("JAF"), which was established to fund programs providing alternative procedures of adjudication for juveniles charged with traffic offenses and other misdemeanors. DFA awards competitive grants to local governments, and DFA rules require the Board of County Commissioners to authorize the County to submit an application for funding. Approximately \$140,000 will be available for funding for teen courts statewide. The Santa Fe County Teen Court application is for FY 2019, with a projected dollar amount of \$35,000 for salaries and benefits to continue Teen Court services. This resolution authorizes the County to submit an application requesting grant funds and delegates to the County Manager the authority to execute any documents or agreements relating to the application and/or grant funds as may be required by DFA.

Recommendation: We recommend passage of the resolution designating authority to the Santa Fe County Manager to sign all JAF application-related documents and to negotiate and execute all post-application MOAs, agreements, and documents.

SANTA FE COUNTY
RESOLUTION NO. 2018 - _____

**A RESOLUTION AUTHORIZING THE COUNTY MANAGER TO SIGN AND SUBMIT
AN APPLICATION TO THE NEW MEXICO DEPARTMENT OF FINANCE AND
ADMINISTRATION UNDER THE JUVENILE ADJUDICATION FUND GRANT
PROGRAM**

WHEREAS, in 2009 the New Mexico State Legislature enacted NMSA 1978, Section 34-16-1, creating the "juvenile adjudication fund" to provide alternative procedures for adjudication for juvenile's charged with traffic offenses and other misdemeanors (collectively, "misdemeanors"); and

WHEREAS, money in the juvenile adjudication fund is appropriated to the New Mexico Department of Finance and Administration (DFA) to provide an alternative adjudication process for juveniles charged with misdemeanors; and

WHEREAS, DFA promulgated regulations, codified at 2.110.5 NMAC, to establish the juvenile adjudication fund grant program (Program) to help fund local alternative adjudication programs; and

WHEREAS, under Section 2.110.5.9(A) NMAC, counties are eligible to apply for grants under the Program; and

WHEREAS, Santa Fe County (County) has the Teen Court Program that provides an alternative adjudication process for teens charged with misdemeanors; and

WHEREAS, the County's Teen Court alternative adjudication program includes the "components" required under 2.110.5 NMAC, including counseling, behavioral management, substance abuse prevention, youth development, mural development, shoplifting intervention, restorative justice, DWI prevention and media literacy programming; and

WHEREAS, the County can apply for a grant under the Program to help fund the County's Teen Court Program; and

WHEREAS, the Board of County Commissioners of Santa Fe County (BCC) understands that in order to be eligible for the Program's grant funding, a minimum of ten percent (10%) of the proposed operating budget of the County's alternative adjudication program must come from non-state sources, and that "cash valued in-kind contributions may be used to meet this matching requirement." 2.110.5.10(A)(4) NMAC; and

WHEREAS, under Section 2.110.5.13(E) NMAC, an applicant for a grant under the Program must attach to its application a resolution from its governing body authorizing the application to be submitted to DFA.

NOW, THEREFORE, BE IT RESOLVED by the BCC that the County Manager is hereby authorized to submit an application to DFA on behalf of the County to request grant funding for Teen Court in the amount of thirty five thousand dollars (\$35,000.00), pursuant to NMSA 1978, Section 34-16-1 and 2.110.5 NMAC.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2018.

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

Anna C. Hanson, Chair

ATTESTATION:

Geraldine Salazar
Santa Fe County Clerk

APPROVED AS TO FORM:



R. Bruce Frederick
Santa Fe County Attorney

