

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Rudy N. Garcia
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

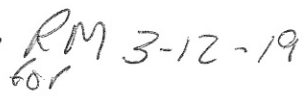
MEMORANDUM

DATE: *March 26, 2019*

TO: *Santa Fe County Board of County Commissioners*

FROM: *Erika Thomas, Budget Administrator* 

VIA: *Katherine Miller, County Manager*

Michael Kelley, Public Works Director 

RE: *Resolution No. 2019-____, A Resolution Requesting a Budget Increase to the Road Projects Fund (311) and Road Fund (204) for the Local Government Road Fund (LGRF) Grants in the amount of \$524,184. (Finance Division /Erika Thomas)*

SUMMARY:

The Finance Division requests the approval of this resolution to budget an increase to the Road Projects Fund (311) and Road Fund (204) in the amount of \$524,184.

BACKGROUND:

On June 4, 2018, the Santa Fe County Public Works Department was awarded three LGRF grants from the Department of Transportation (DOT) for the rehabilitation and improvements of various county roads. The grants require a 25% match by the County which will be budgeted from the Road Fund (204). The table below is a list of the grants and the roads that will be serviced.

GRANT: CAP-5-19(470) AMOUNT: \$228,848 - CAMINO LOS ABUELOS - JUAN MEDINA ROAD GRANT MATCH: \$76,283 GRANT TOTAL: \$305,131.00	GRANT: SP-5-19(184) AMOUNT: \$66,232 - ARROYO HONDO ROAD - JUAN MEDINA ROAD GRANT MATCH: \$22,077 GRANT TOTAL: \$88,309	GRANT: SB-7806(103)19 AMOUNT: \$98,058 - AVENIDA ELDORADO - ARROYO HONDO ROAD GRANT MATCH: \$32,686 GRANT TOTAL: \$130,744
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REQUESTED ACTION:

The Finance Division requests approval of this resolution to increase budget in the Road Projects Fund (311) and Road Fund (204) in the amount of \$524,184 to budget multiple LGRF Grants.

SANTA FE COUNTY

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RESOLUTION 2019 -

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

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

Department / Division: Public Works Fund Name: Roads Project Fund (204/311)

Budget Adjustment Type: Budget Increase Fiscal Year: 2019 (July 1, 2018 - June 30, 2019)

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	6235	371	02-00	Road Proj Fund/Grants/State	228,848	
204	0000	385	02-00	Road Fund/Grants/Budgeted Cash	76,283	
311	6235	371	02-00	Road Proj Fund/Grants/State	98,058	
204	0000	385	02-00	Road Fund/Grants/Budgeted Cash	32,686	
TOTAL (if SUBTOTAL, check here)					\$435,875	

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	6235	481	40-03	Road Proj Fund/Grants/Infrastructure	228,848	
204	6235	453	40-03	Road Fund/Grants/Infrastructure	76,283	
311	6235	481	40-03	Road Proj Fund/Grants/Infrastructure	98,058	
204	6235	453	40-03	Road Fund/Grants/Infrastructure	32,686	
TOTAL (if SUBTOTAL, check here)					\$435,875	

Requesting Department Approval: Robert Mank

Title: Deputy Public Works Dir Date: 3-12-19

Finance Department Approval: ag 3-8-19

Date: 3-11-19

Entered by: _____ Date: _____

County Manager Approval: _____

Date: _____

Updated by: _____ Date: _____

Log # 1242

SANTA FE COUNTY

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RESOLUTION 2019 -

BUDGET ADJUSTMENT CONTINUATION SHEET

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	6235	371	02-00	Road Proj Fund/Grants/State	66,232	
204	0000	385	02-00	Road Fund/Grants/Budgeted Cash	22,077	
TOTAL (if SUBTOTAL, check here)					\$524,184	

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	6235	481	40-03	Road Proj Fund/Grants/Infrastructure	66,232	
204	6235	453	40-03	Road Fund/Grants/Infrastructure	22,077	
TOTAL (if SUBTOTAL, check here)					\$524,184	

SANTA FE COUNTY

RESOLUTION 2019 - _____

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Gabby Trujillo Dept/Div: Public Works Administration Phone No.: (505) 992-3031

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

On June 4, 2018 the Santa Fe County Public Works Department was awarded three (3) grants from the Department of Transportation (DOT) for the rehabilitation/improvements of various county roads as described in Project No. CAP-5-19(470) Control No. L500311 within Santa Fe County. The funds will be used to either fog or chip seal the roads to extend the life of the existing roadways. The grants require a 25% match by the County which will be budgeted from the Road Fund (204).

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

- 2) Is the budget action for RECURRING expense X or for NON-RECURRING (one-time only) expense _____
- 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 NO X
If YES, cite statute and attach a copy.

SANTA FE COUNTY

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RESOLUTION 2019 -

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Gabby Trujillo Dept/Div: Public Works Administration Phone No.: (505) 992-3031

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

- b) Does this include state or federal funds? YES ☒ 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.

Grant: CAP-5-19(470)	Amount: \$228,848	Grant: SP-5-19(184)	Amount: \$66,232	Grant: SB-7806(103)19	Amount: \$98,058
• Camino Los Abuelos		• Arroyo Hondo Road		• Avenida Eldorado	
• Juan Medina Road		• Juan Medina Road		• Arroyo Hondo Road	
Grant Match: \$76,283		Grant Match: \$22,077		Grant Match: \$32,686	
Grant Total: \$305,131.00		Grant Total: \$88,309		Grant Total: \$130,744	

- c) Is this request 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 14, 2018 BCC Meeting:

- Resolution 2018-78 Adopting Local Government Road Improvement Fund Project No. CAP-5-19(470) for Pavement Rehabilitation Improvements of County Roads throughout Santa Fe County, New Mexico
- Resolution 2018-79 Adopting Local Government Road Improvement Fund Project No. SP-5-19(184) for Pavement Rehabilitation Improvements of County Roads throughout Santa Fe County, New Mexico
- Resolution 2018-80 Adopting Local Government Road Improvement Fund Project No. SB-7806(103)19 for Pavement Rehabilitation Improvements of County Roads throughout Santa Fe County, New Mexico

- d) Please identify other funding sources used to match this request.
N/A

SANTA FE COUNTY

RESOLUTION 2019 - _____

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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 _____, 2019.

Santa Fe Board of County Commissioners

Anna Hamilton, Chairperson

ATTEST:

Geraldine Salazar, County Clerk

