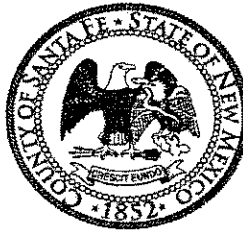


Henry P. Roybal  
*Commissioner, District 1*

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*

**Date:** May 15, 2018  
**To:** Board of County Commissioners  
**From:** Jaome Blay, Fire Marshal *LRB*  
**Through:** David Sperling, Fire Chief *DS*  
Pablo Sedillo III, Public Safety Director *[Signature]*  
Katherine Miller, County Manager  
**Re:** A Resolution to Proclaim Extreme or Severe Drought Conditions Within Santa Fe County and to Ban the Sale and Use of Certain Fireworks in the Unincorporated Portions of the County and Within the Wildlands in the County

Due to severe drought conditions and severe fire danger throughout Santa Fe County, the Santa Fe County Fire Department requests Board of County Commissioners approval of a ban on the sale and use of certain fireworks in the unincorporated areas of the county and within wildlands of the county. This ban would be effective immediately and remain in place for 30 days. It may be modified or rescinded if weather and drought conditions unexpectedly improve.

This resolution is in addition to the 90 Day Emergency Ordinance 2018-2 declaring hazardous fire conditions and restricting open fires and other ignition sources. Both of these tools – the emergency ordinance restricting open burning, and this resolution banning the sale and use of certain fireworks – are necessary and will allow us to reduce the threat of accidental fires during the month of June and throughout the Fourth of July holiday.

Thank you for your consideration.



# **SANTA FE COUNTY**

## ***RESOLUTION NO. 2018-\_\_\_\_\_***

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### **A RESOLUTION AND PROCLAMATION DECLARING EXTREME OR SEVERE DROUGHT CONDITIONS WITHIN SANTA FE COUNTY AND BANNING THE SALE AND USE OF CERTAIN FIREWORKS IN THE UNINCORPORATED PORTIONS OF THE COUNTY, INCLUDING WILDLANDS, AND LIMITING THE USE OF CERTAIN FIREWORKS TO SPECIFIC AREAS**

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**WHEREAS**, an immediate and present danger of range fires, brush fires, grass fires, forest fires and structure fires exists within Santa Fe County (the County) due to persistent drought; and

**WHEREAS**, current fire conditions such as low humidity, dry weather, wind and fire fuel moisture content have resulted in conditions of extreme risk of fires; and

**WHEREAS**, given these circumstances, the probability of ignition of materials and the spread of fire pose a severe threat to persons and property; and

**WHEREAS**, current drought indices published by the National Weather Service and other relevant information supplied by the United States Forest Service further indicate extreme or severe drought conditions; and

**WHEREAS**, the health, safety and welfare of citizens are in danger as a result of such conditions; and

**WHEREAS**, NMSA 1978, 60-2C-8.1(E) (1999), et seq., provides that the Board of County Commissioners of Santa Fe County (BCC) may, after hearing, declare that extreme or severe drought conditions exist, and proclaim certain restrictions on the sale and use of fireworks;

**NOW, THEREFORE**, the BCC, having conducting a public hearing, hereby resolves, declares and proclaims, as follows:

1. There currently exists within the unincorporated portions of the County extreme or severe drought conditions, creating a significant and immediate threat due to wildfires to the life, safety, health and welfare of residents of the County, and to public and private property located within the County.



2. The sale and use of missile-type rockets, helicopters, aerial spinners, stick-type rockets and ground audible devices are banned within all unincorporated portions of the County.
3. The use of fireworks not listed in Paragraph 2 above is limited to areas that are paved or barren or have a readily accessible source of water for use by the homeowner or general public.
4. The use of all fireworks within wildlands in the County is banned, the State Forester having been consulted as required by statute and having concurred with such ban.
5. The sale and use of display fireworks are banned within the unincorporated portions of the County.
6. Public displays of fireworks as defined by Santa Fe County Ordinance No. 1988-3 shall be permitted.
7. This resolution shall be effective for 30 days from the date below, but may be reissued if severe or extreme drought conditions warrant. Further, this Resolution may be modified or rescinded within the 30 days of their effectiveness if the BCC, after conducting an emergency hearing, determines that weather conditions have improved.

**PASSED, APPROVED, AND ADOPTED** this 12th day of June 2018.

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

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Anna C. Hansen, Chair

**ATTESTATION:**

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Geraldine Salazar, County Clerk

**APPROVED AS TO FORM:**



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R. Bruce Frederick, County Attorney

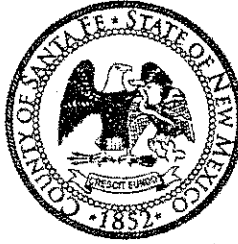




Henry P. Roybal  
Commissioner, District 1

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

**DATE:** *May 30, 2018*

**TO:** *Board of County Commissioners*

**FROM:** *Michael Kelley, Public Works Department Director MK 5/30/18*

**VIA:** *Katherine Miller, County Manager*

**ITEM AND ISSUE:** *BCC Meeting April 10, 2018. Resolution No. 2018-\_\_\_\_, a Resolution in Support of a Pilot Residential Composting Program (Public Works/Neal Denton) [Signature]*

**SUMMARY:**

In order to fulfill previous Santa Fe County Board of County Commission (Board) policy, this proposed resolution, a Resolution in Support of a Pilot Residential Composting Program, initiates a residential composting pilot program managed by the Public Works Department Sustainability Division.

**BACKGROUND:**

According to the United States Environmental Protection Agency, food waste and yard trimmings comprise over a quarter of municipal solid waste. More food waste and yard trimmings are generated than all paper products and cardboard. Food and yard trimmings can easily be converted into compost via residential composting systems. The compost generated retains soil moisture, increases soil nutrients, and benefits the overall watershed health, regardless if used in a garden or spread on native vegetation. Past County policy has recognized the value of residential composting, waste reduction, increased food security, and methane gas reduction in multiple adopted ordinances, resolutions, and plans including the Sustainable Land Development Plan Strategy 15.3.3, the Solid Waste and Recycling Management Ordinance No. 2014-10, Resolutions Nos. 2013-7 and 2017-68, and the 2014 Food Plan.

**DISCUSSION:**

This resolution implements a residential composting pilot program that addresses Board policies in a manner consistent with sustainable, triple-bottom-line values: **social equity, environment, and economics.**

The residential composting program will install a composting system for any convenience center user, at no cost. The Sustainability Division will advertise/promote the program and select interested applicants based on their acceptance of conditions required by the County and pre-determined criteria (e.g. commission district, number of people in the household, date application was received).

The County will require consideration from participants who receive a County residential composting system, for example including,

- a) signing an affidavit committing the user to maintaining the system;
- b) learning about the value and proper care of a home composting system;
- c) disposing of their compostable materials in the composting system rather than taking them to the County's convenience centers;
- d) allowing County staff to inspect the system annually;
- e) responding to County questions and/or surveys annually; and
- f) notifying the County if, they are no longer using the system or have moved from the property within the project period.

This pilot project has win-win-win economic benefits: The initial \$15,000 pilot project will hire a local contractor to install approximately 35 residential systems equitably within the five commission districts, thus creating local jobs. Participating households, who compost at home, reduce their solid-waste hauling costs and expand the value of each convenience center "punch". Additionally, this program will reduce Solid Waste Section hauls and tipping fees to the landfill, prolong the life of the landfill, and reduce methane landfill emissions, a potent contributor to climate change.

**ACTION REQUESTED:**

Approval of the attached resolution.

Attachments:

- Resolution in No. 2018-\_\_\_\_, A Resolution in Support of a Pilot Residential Composting Program
- Residential Composting Program Affidavit



**THE BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY  
RESOLUTION NO. 2018 - \_\_\_\_\_**

---

**A RESOLUTION IN SUPPORT OF A PILOT  
RESIDENTIAL COMPOSTING PROGRAM**

---

**WHEREAS**, compost improves soil vitality; retains moisture; reduces the need for watering and irrigation; protects plants from diseases; encourages perennial growth of trees; and mitigates greenhouse gas emissions by increasing the amount of carbon stored in the soil; and

**WHEREAS**, Santa Fe County has the goals of minimizing landfill disposal, reducing waste, and reducing greenhouse gas emissions per the targets set in the Paris Agreement as stated in Ordinance No. 2014-10, Resolution No. 2013-7, and Resolution No. 2017-68; and

**WHEREAS**, the United States Environmental Protection Agency reports that compostable materials, food waste, and yard trimmings comprise 29.5 percent of total municipal solid waste landfill; and

**WHEREAS**, the degradation of organic materials such as food waste in the landfill produces methane, a potent greenhouse gas; and

**WHEREAS**, the 2015 Sustainable Growth Management Plan identifies developing a County-wide composting program as Strategy 15.3.3; and

**WHEREAS**, the 2014 Food Plan of the Santa Fe Food Policy Council identifies developing a County-wide composting program as a tactic to achieve regional food security; and

**WHEREAS**, removing waste from the solid waste stream of a resident saves that household money on solid waste permits and bag tags by reducing the frequency of disposal at the solid waste convenience center; and

**WHEREAS**, decreasing the volume of waste disposed at the County's solid waste convenience centers can reduce the County's hauling frequency and associated costs while prolonging the life of the regional landfill and delaying the need for future capital investment in the landfill; and



**WHEREAS**, the County wishes to provide residents with home-based composting systems in order to achieve the adopted goals, strategies, and cost-savings identified above; and

**WHEREAS**, the County is authorized by the Refuse, Collection and Disposal Act, Section 4-56-1, NMSA 1978, to maintain a system of refuse storage, collection, and disposal and it may contract with individuals to further that purpose; and

**WHEREAS**, per NMSA 1978, Section 4-56-2A, it is within the County's authority to enter into agreements that establish the circumstances under which the County will provide a composting system and training to private residents for the purpose of maintain a compost system.

**NOW, THEREFORE, BE IT RESOLVED:**

- 1) Santa Fe County supports and encourages residential composting systems and will work with other organizations to provide technical assistance to all County residents wishing to install them.
- 2) The County will launch a pilot program to promote residential composting, hiring the services of a contractor to construct and install residential composting systems for users of the County's solid waste convenience centers.
- 3) The residential composting program will be implemented and administered in accordance with the state constitution, state laws, and applicable County ordinances and resolutions.
- 4) One year after implementing this pilot program, the Board will receive a report from the Sustainability Manager regarding the amount of waste diverted, greenhouse gases reduced by the residential composting program, and general success of the program.

**PASSED, APPROVED, AND ADOPTED THIS 12<sup>th</sup> DAY OF JUNE, 2018.**

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

By: \_\_\_\_\_  
Anna Hansen, Chair  
Santa Fe County Board of County Commissioners

**ATTESTATION:**

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

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

Approved as to form:

 RB

R. Bruce Frederick  
Santa Fe County Attorney

Date: 6-31-18





**Residential Composting Program Affidavit**  
**Santa Fe County – Sustainability Division**



**Affidavit**

I, or we, \_\_\_\_\_,

\_\_\_\_\_

am/ are the owner(s) of real property or a residence at \_\_\_\_\_

\_\_\_\_\_

in Santa Fe County. I or we, being first duly sworn and under oath, do hereby swear or affirm the following:

1. I, or we, are the owner(s) of the residence described above, or, I or we, are tenants who rent or lease the residence described above.
2. If am a tenant or lessee of the residence, I affirm that I have informed the landlord or property owner that I am a participant in the County's composting program and that a composting system will be installed at my residence.
3. I \_\_\_\_\_, hold a valid permit to use the Santa Fe County solid waste convenience centers.
4. I, or we, understand that participation in this food and green waste composting program and receipt of a composting system to be installed at my residence, promotes and furthers the County's goals to reduce costs and greenhouse gas emissions associated with solid waste transportation, landfill operations, and disposal of landfill-generated methane while producing an organic material that is beneficial in enhancing soils, plant growth, and water retention.
5. In exchange for the receipt of a composting system at no cost to me, and my participation in the County's residential composting program, I agree to do all of the following:
  - i. Engage in training and instruction from the County regarding the proper use of the compost system; and
  - ii. Compost all appropriate materials generated within the residence to the capacity of the composting system for at least three years; and
  - iii. Maintain the compost system in accordance with the training and instructions provided and be responsible for making all necessary repairs to the composting system; and
  - iv. Contact the County for technical assistance if questions



and/or concerns arise; and

- v. Upon advance notice from the County, provide County personnel access to inspect the composting system whenever necessary for a period of no less than three years; and
  - vi. After one year, complete a questionnaire provided by County about my composting experience and return the questionnaire to the County; and
  - vii. Notify the County immediately if I, or we, discontinue the use of the composting system.
6. I understand that the County may reclaim the composting system if I, or we, discontinue using the composting system or if I or we vacate the residence.
7. I agree to hold Santa Fe County and its agents and employees harmless from any and all claims by me and any third parties, including the owner of the property or residence where the composting system is installed, related to my maintenance of the composting system which I permitted to be installed at my residence as a part of this composting program.
8. I agree to notify the County Sustainability Division prior to my vacating the residence in the event the County wishes to retrieve the composting system that has been installed at my residence.
9. My address and telephone number where I may be contacted is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
(signature of affiant)

#### ACKNOWLEDGEMENT

STATE OF NEW MEXICO            )  
  ) ss.  
COUNTY OF \_\_\_\_\_ )

The forgoing Affidavit was acknowledged before me on \_\_\_\_\_ by

\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

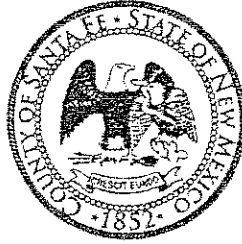




Henry P. Roybal  
Commissioner, District 1

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: June 12, 2018

TO: Board of County Commissioners

FROM: Stephanie Schardin Clarke, Finance Division Director

VIA: Katherine Miller, County Manager

RE: Resolution No. 2018-\_\_\_\_\_, Requesting a Budget Increase to the Debt Service Fund (406) to Budget Debt Service Due on Advance Refunded Bonds. / \$501,673 (Finance Division / Stephanie Schardin Clarke)

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### SUMMARY:

The Finance Division requests approval to budget the \$501,673 in Series 2017 Capital Outlay Gross Receipts Tax Refunding Revenue Bond proceeds that are being disbursed to the County by its escrow agent so that the County may pay debt service due on the 2009, 2010A, and 2010 refunded bonds.

### BACKGROUND:

On December 12, 2017, Santa Fe County issued its Series 2017 Capital Outlay Gross Receipts Tax Refunding Revenue Bonds to advanced refund certain maturities its Capital Outlay Gross Receipts Tax Revenue Bonds, Series 2009, 2010A and 2010B. Because the 2017 bonds were an advance refunding, the Series 2017 refunding bond proceeds were deposited into an escrow account for the escrow agent to disburse to the County each time debt service comes due on the refunded 2009, 2010A, and 2010B bonds. As part of the semi-annual debt service requirements, Series 2017 bond proceeds are transferred to the County based on the escrow agreement to pay interest on the un-refunded portions of the Series 2009, 2010A, and 2010B bonds.

### ACTION REQUESTED:

The Finance Division requests approval to budget \$501,673 in Series 2017 Capital Outlay Gross Receipts Tax Refunding Revenue Bond proceeds received from the escrow agent to pay principal and interest on the Series 2009, 2010A, and 2010B bonds.





# SANTA FE COUNTY

## RESOLUTION 2018 - \_\_\_\_\_

Page 1 of 4

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

Whereas, the Board of County Commissioners meeting in regular session on June 12, 2018, did request the following budget adjustment:

Department / Division: CMO/Finance

Fund Name: GRT Bond Debt Service Fund (406)

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 XXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
406	1629	326	0000	Debt Service/Loan Proceeds/Interest	\$501,673	
TOTAL (if SUBTOTAL, check here )					\$501,673	

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
406	1629	419	9001	Debt Service/Principal	\$10,000	
406	1629	419	9002	Debt Service/Interest	\$491,673	
TOTAL (if SUBTOTAL, check here )					\$501,673	

Requesting Department Approval: [Signature]

Date: 5/30/18

Finance Department Approval: [Signature]

Date: 6/4/18

County Manager Approval: \_\_\_\_\_

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

Entered by: \_\_\_\_\_

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

Updated by: \_\_\_\_\_

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

Title: Budget Administrator

# SANTA FE COUNTY

Page 2 of 4

## RESOLUTION 2018 -

DEPARTMENT CONTACT: Name: Stephanie Schardin 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 an increase to the 2017 GRT Bond to allow for Principal Payment along with Interest Payments as set forth based upon the Bond Payment Schedule.

### 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
406-1629-419.90-01	Set up Principal Payment that will occur in FY18 for 2017 GRT Bond	\$10,000
406-1629-419.90-02	Set up Interest Payment that will occur in FY18 for 2017 GRT Bond	\$491,673

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

# SANTA R. 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 ☐ NO ☒ If YES, cite statute and attach a copy.

- 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.

16-A2502 Amendment #1

- c) Is this request is a result of Commission action? YES ☐ 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 12 Day of June, 2018.

Santa Fe Board of County Commissioners

\_\_\_\_\_  
Anna Hansen, Chairperson

ATTEST:

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

Account Balance/Description Inquiry

5/30/18  
14:34:00

Position to . . . . 2018 - - - - - Starting character(s)

Type options, press Enter.

1=Select

9=Graph

Opt	Account Number	Budget	Actual	Balance
-	406-1629-326.00-00			
	Element 00 *			
-	406-1629-390.03-13			
	Element 03 *			
-	406-1629-419.90-01			
-	406-1629-419.90-02			
-	406-1629-419.90-03			
	Element 90 *		513,000.00	513,000.00-
			513,000.00	513,000.00-
-	406-1696-390.01-00			
-	406-1696-390.01-01	691,602		691,602.00
	Element 01 *	691,602		691,602.00 +

F3=Exit F7=Account description F17=Subset F18=Top F19=Bottom  
F21=Totalling F22=Account balance report  
This is a subsetted list.



Account number . . . : 406-1629-326.00-00

Fund . . . . . : 406 GRT REVENUE BOND DEBT SVC  
Department . . . . . : 16 DEBT SERVICE  
Division . . . . . : 29 2017 CO GRT BOND RFD  
Activity basic . . . . . : 32 LOAN PROCEEDS  
Sub activity . . . . . : 6 DEBT SERVICE INTEREST  
Element . . . . . : 00  
Object . . . . . : 00

Estimated revenue . . . . . :	0		
Actual receipts - current . . . :	.00		
Actual receipts - ytd . . . . :	.00		
Unposted receipts . . . . . :	.00		
Total receipts . . . . . :	.00	0.0	%
Unrealized revenue . . . . . :	.00	0.0	%

F7=Project data	F8=Misc inquiry	F10=Detail trans
F11=Acct activity list	F12=Cancel	F24=More keys
	F13=Misc Budget	



\_\_\_\_\_