SANTA FE COUNTY
RESOLUTION 2020-9

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 PS / Fire Department

Budget Adjustment Type (drop down) Budget Increase Fiscal Year: 2020 (July 1, 2019 - June 30, 2020)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
209	0000	385	02-00	Fire Protection Fund/Budgeted Cash	$ 459,987	
209	0000	385	02-00	Fire Protection Fund/Budgeted Cash	$ 139,214	
209	0000	385	02-00	Fire Protection Fund/Budgeted Cash	$ 188,956	
222	0000	385	02-00	Budgeted Cash / Special Assessments	$ 150,000	
244	0000	385	02-00	Budgeted Cash / Intergovernmental	$ 100,258	
TOTAL					$ 1,038,415	$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
209	0834	422	80-09	Fire Protection Fund/Captial Purchases/Vehicles	$ 459,987	
209	0839	422	80-09	Fire Protection Fund/Captial Purchases/Vehicles	$ 139,214	
209	0843	422	80-09	Fire Protection Fund/Captial Purchases/Vehicles	$ 188,956	
222	0821	422	80-09	Fire Tax Fund/Capital Purchases/Vehicles	$ 150,000	
244	0821	421	80-09	Fire Operations Fund/Capital Purchases/Vehicles	$ 100,258	
TOTAL					$ 1,038,415	$ -

Requesting Department Approval: _____ **Title:** Fire Chief **Date:** 1/23/2020 **Log #** _____

Budget Adminstrator _____

Finance Department Approval: _____ **Date:** 1/22/2020 **Entered by:** _____ **Date** _____

County Manager Approval: _____ **Date:** 1/27/2020 **Updated by:** _____ **Date:** _____

SFC CLERK RECORDED 01/29/2020

SANTA FE COUNTY
RESOLUTION 2020-9

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 in the area below.

In FY18, the Santa Fe County Fire Department encumbered funds to purchase a fire apparatus for the following districts: Agua Fria, Hondo, and Turquoise Trail. Due to the lengthy time for production, the apparatus' were received in FY20. When the invoices were submitted to the Finance Division for processing, there was a miscommunication regarding when the apparatus' were received. As a result, the invoices were recorded as FY19 expenditures. In addition the related POs 184497 and 184498 were closed after payment. During the audit, the error was discovered and corrected; however, the POs balances could not be restored for use in FY20. The available funding needs to be re-budgeted in FY20 to cover the expenditures for the apparatus'.

	Recurring	Non-Recurring
2 Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	☐	☑

	Yes	No
3 Does this request impact a revenue source?	☐	☑
A. Is this a State Special Appropriation? If Yes, cite Stature and attach a copy	☐	☑
B. Does this include state or federal funds? 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.	☐	☑
C. Is this request is a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc)	☐	☑
D. Is a match required? If Yes, please identify funding source in the line below.	☐	☑

PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW

FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM	AMOUNT	BUDGTED (Drop Down)

SFC CLERK RECORDED 01/29/2020

SANTA FE COUNTY
RESOLUTION 2020-9

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 28th Day of January, 2020.

Santa Fe Board of County Commissioners

Henry Roybal, Chairperson

ATTEST:

Geraldine Salazar, County Clerk

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

BCC RESOLUTIONS
PAGES: 7

I Hereby Certify That This Instrument Was Filed for Record On The 29TH Day Of January, 2020 at 08:59:26 AM And Was Duly Recorded as Instrument # 1907750 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Geraldine Salazar
Deputy Estrella Martinez County Clerk, Santa Fe, NM

SFC CLERK RECORDED 01/29/2020

Santa Fe County
Fiscal Year 2018
Fire Protection Fund Distribution

Department	First Periodic Allotment	Total Funding to Department	Total NMFA Amount
Agua Fria	$0.00	$166,802.00	$0.00
Chimayo	$0.00	$120,933.00	$0.00
Edgewood	$0.00	$227,966.00	$0.00
El Dorado	$0.00	$287,742.00	$0.00
Galisteo	$0.00	$83,401.00	$0.00
Glorieta Pass	$0.00	$175,144.00	$0.00
Hondo	$0.00	$175,144.00	$0.00
La Cienega	$0.00	$166,802.00	$0.00
La Puebla	$0.00	$175,144.00	$0.00
Madrid	$0.00	$83,401.00	$0.00
Pojoaque	$0.00	$120,933.00	$0.00
Santa Fe Co. Admin.	$0.00	$87,572.00	$0.00
Stanley	$0.00	$197,384.00	$0.00
Tesuque	$0.00	$134,832.00	$0.00
Turquoise Trail	$0.00	$144,565.00	$0.00
Santa Fe County Fire Protection Fund Distribution	**$0.00**	$2,347,765.00	$0.00

SFC CLERK RECORDED 01/29/2020

PURCHASE ORDER

SANTA FE COUNTY
SANTA FE, NEW MEXICO

IMPORTANT
THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES AND SHIPPING CONTAINERS. INVOICES ARE TO BE IN DUPLICATE.

PAGE: 1
P.O. NO.: 184498
DATE: 03/05/18

TO: PETE'S EQUIPMENT REPAIR INC
1112 BROADWAY BLVD NE
ALBUQUERQUE, NM 87102

SHIP TO/ INVOICE TO: Santa Fe County
SF COUNTY FIRE DEPARTMENT
#35 CAMINO JUSTICIA
SANTA FE, NM 87508

VENDOR NO.
12399

NOTES
1 Federal Tax I.D. Number is required for payment.
2 If unable to fill at prices shown, or meet delivery day, please advise immediately.
3 All items subject to terms and conditions on reverse.

DELIVER BY	SHIP VIA	F.O.B.	TERMS
06/30/18			NET

CONFIRM BY	CONFIRM TO	REQUISITIONED BY
MARQUEZ, SARA	CORDOVA, IRIS	

FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT	REQ. NO.	REQ. DATE
		SEE BELOW			

LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	100258.00	EA	REQUESTED BY: DAVID SPERLING REPLACEMENT TENDER FOR AGUA FRIA FIRE DISTRICT. 2019 E-ONE INTERNATIONAL. 244-0801-421 FIRE ADMIN 1 @ $100,258.00	1.0000	100258.00
2	188956.00	EA	209-0843-422. 1 @ $188.956.00	1.0000	188956.00
3	150000.00	EA	REPLACEMENT TENDER FOR TURQUOISE TRAIL FIRE DIST. 222-0821-422 1/4% ID BUDGET NUMBER 1184. 1 @ $150,000.00	1.0000	150000.00
4	139214.00	EA	209-0839-422 TURQUOISE TRAIL FIRE FUND HGAC CONTRACT FS 12-17. 1 @ $139.214.00	1.0000	139214.00
				SUB-TOTAL	578428.00
				TOTAL	578428.00

REMARKS:
3/5/18 PURUSANT TO NMSA 1978 SEC 13-1-135
HGAC AGREE NO. FS12-17 EXPIRES 11/30/2019.
BCC APPROVED 2/27/18 & AUTHORIZED CM TO SIGN PO.
BUDGET APPROVED BY FINANCE. IC

SFC CLERK RECORDED 01/29/2020

NOT VALID UNLESS SIGNED BY THE COUNTY FINANCE DIRECTOR OR THE COUNTY PURCHASING AGENT.

Deputy County Manager

AUTHORIZED SIGNATURE & TITLE

FILE COPY

PURCHASE ORDER

SANTA FE COUNTY
SANTA FE, NEW MEXICO

IMPORTANT
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PAGE: 2
P.O. NO.: 184498
DATE: 03/05/18

TO: PETE'S EQUIPMENT REPAIR INC
1112 BROADWAY BLVD NE
ALBUQUERQUE, NM 87102

SHIP TO/ INVOICE TO: Santa Fe County
SF COUNTY FIRE DEPARTMENT
#35 CAMINO JUSTICIA
SANTA FE, NM 87508

VENDOR NO.
12399

NOTES
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DELIVER BY	SHIP VIA	F.O.B.	TERMS
06/30/18			

CONFIRM BY	CONFIRM TO	REQUISITIONED BY

FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT	REQ. NO.	REQ. DATE

LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST

REQ/ACCT	DATE	REQ. BY	PROJECT	AMOUNT
0000184552 24408014218009	01/24/18	DFEULNER		100258.00
0000184552 20908434228009	01/24/18	DFEULNER		188956.00
0000184552 22208214228009	01/24/18	DFEULNER		150000.00
0000184552 20908394228009	01/24/18	DFEULNER		159214.00

SFC CLERK RECORDED 01/29/2020

NOT VALID UNLESS SIGNED BY THE COUNTY FINANCE DIRECTOR OR THE COUNTY PURCHASING AGENT.

DEPUTY COUNTY M FILE COPY

AUTHORIZED SIGNATURE & TITLE

PURCHASE ORDER

SANTA FE COUNTY
SANTA FE, NEW MEXICO

IMPORTANT
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PAGE: 1
P.O. NO.: 184497
DATE: 03/05/18

TO: PETE'S EQUIPMENT REPAIR INC
1412 BROADWAY BLVD NE
ALBUQUERQUE, NM 87102

SHIP TO/ INVOICE TO: Santa Fe County
SF COUNTY FIRE DEPARTMENT
#35 CAMINO JOSE TOTA
SANTA FE, NM 87508

VENDOR NO.
12399

NOTES
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DELIVER BY	SHIP VIA	F.O.B.	TERMS
06/30/18			NET

CONFIRM BY	CONFIRM TO	REQUISITIONED BY
MARQUEZ, SARA	CORDOVA, IRIS	DFEULNER

FREIGHT	CONTRACT NO.	ACCOUNT NO.	PROJECT	REQ. NO.	REQ. DATE
		20908344228009		184550	02/24/1

LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	459987.00	EA	REQUESTED BY: DAVID SPERLING NEW FIRE ENGINE FOR HONDO FIRE DIST. 2019 E-ONE URBAN INTERFACE PUMPER. HGAC CONTRACT FS 12-17 SEE ATTACHED QUOTES AND SPECIFICATIONS. 1 @ $459,987.00	1.0000	459987.00
			SUB-TOTAL		459987.00
			TOTAL		459987.00

REMARKS:
3/5/17 PURSUANT TO NMSA 1978 SEC 13-1-135
HGAC AGREE NO. FS12-17 EXPIRES 11/30/2019.
BCC APPROVAL 2/27/18 & AUTHORIZED CM TO SIGN PO.
BUDGET APPROVED BY FINANCE. IC

SFC CLERK RECORDED 01/29/2020

NOT VALID UNLESS SIGNED BY THE COUNTY FINANCE DIRECTOR OR THE COUNTY PURCHASING AGENT.

REF: COUNTY MANAGER FILE COPY

AUTHORIZED SIGNATURE & TITLE