

Administrator's Report

Tuesday September 13, 2016

Announcements

Annual Memorial service for those lost in 9/11/01 terror attacks - held at Daniels Family Funeral

Officer Amanda Garcia will be representing the Village during the funeral service on Saturday 9/10 for Alamogordo PD Officer Clint Corvinus. Officer Garcia went to the Academy with Officer Corvinus, who was shot and killed earlier this month.

Corrales Equestrian Advisory Board has recommended signage at the entry points to Corrales that remind the public of Corrales designation as horse capital of New Mexico. To be placed in time for the Governor's Rio Grande Trail Commission meeting in Corrales on 9/22. *Attached*

Items

Department of Finance and Administration notified that our 2017 budget is approved. *Attached*

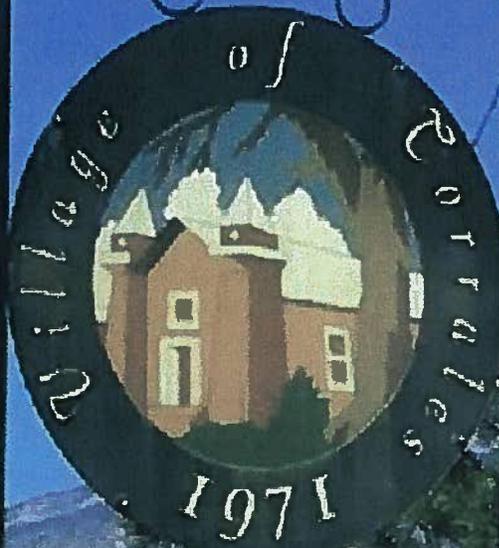
We have received notice from Department of Finance and Administration through the offices of Sandoval County the Certificate of Tax Rates. The Sandoval County Commission will adopt by Resolution the Certificate of Tax Rates Order on September 15th. *Attached*

We have submitted the WTB notice of interest to help pay for the Village portion of the FEMA DHSEM \$2million plus grant. We clarified the "Brief Project Description" to give us the Scope (Plan, Design, Construction) of the proposed project and briefly identify the actual work: "storm drain pipe would be installed, retention ponds would be constructed, and some roadways would be re-graded and re-paved in Corrales, New Mexico. The project area is located in northwestern Corrales in the vicinity of Calle de Blas, Calle Blanca, and Sagebrush Drive" as described.

Last month in the New Mexico Municipal League Annual Conference; beyond educational certification and organization officer elections, business was conducted to prepare for legislative action. The most recent changes to NMML resolutions include requests to change laws so that jurisdictional boundaries for law enforcement can be expanded by policy, Solar Energy Tax Credits in NM continue and the exemption from paying lodgers tax by those owners with less than three rental units is removed. *Attached*

The change to Section 3-38-16 NMSA 1978 Lodgers Tax Act will place those clients of remote rental units (Air B&B, etc.), on a level playing field with those businesses that have multiple units to rent. With all rental units required to report sales and pay taxes, it allows for municipalities to enter into agreements with reputable renting organizations like Air B&B for a payment of fees when renting within the municipal boundary.

WELCOME



HORSE CAPITAL OF NM



SUSANA MARTINEZ
GOVERNOR



DUFFY RODRIGUEZ
CABINET SECRETARY DESIGNATE

RICK LOPEZ
DIRECTOR

MICHAEL MARIANO
ACTING DEPUTY DIRECTOR

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
Bataan Memorial Building ♦ 407 Gallisteo St. ♦ Suite 202 ♦ Santa Fe, NM 87501
PHONE (505) 827-4950 ♦ FAX (505) 827-4948

August 25, 2016

The Honorable Scott A. Kominiak
Village of Corrales
4324 Corrales Rd
Corrales, NM 87048-8607

Dear Mayor Kominiak:

The final budget for your local government entity for Fiscal Year 2017, as approved by your governing body, has been examined and reviewed. The Department of Finance and Administration, Local Government Division (LGD) finds it has been developed in accordance with applicable statutes and budgeting guidelines, and sufficient resources appear to be available to cover budgeted expenditures. In addition, the *Budget Certification of Local Public Bodies* rule, 2.2.3 NMAC, requires that your entity's audit or "Agreed Upon Procedures" (per 2.2.2.16 NMAC) for Fiscal Year 2015 should have been submitted to the Office of the State Auditor as of this time. The LGD's information indicates that you are in compliance with this requirement. Therefore, in accordance with NMSA 1978, Section 6-6-2 (E) (2011), the LGD certifies your entity's final Fiscal Year 2017 budget.

Please take note that state statute requires all revenue sources be expended only for public purposes, and if applicable, in accordance with the Procurement Code, Chapter 13, Article 1, NMSA 1978. Use of public revenue is governed by Article 9, Section 14 of the Constitution of the State of New Mexico, commonly referred to as the anti-donation clause.

Budgets approved by the LGD are required to be made a part of the minutes of your governing body according to NMSA 1978, Section 6-6-5 (1957). In addition, NMSA 1978, Section 6-6-6 (2001) provides that the approved budget is binding on local officials and governing authorities; and any official or governing authority approving claims or paying warrants in excess of the approved budget or available funds will be liable for the excess amounts.

Finally, as required by NMSA 1978, Section 6-6-2 (H) (2011), LGD is required to approve all budget increases and transfers between funds not included in the final approved budget.

If you have questions regarding this matter, please call Cordy Chavez of my staff at 505-827-8050.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Lopez".

Rick Lopez, Director
Local Government Division

xc: file

APPROVED (AS AMENDED) PURSUANT TO
 SECTION 6-6-2 NMSA 1978
 LOCAL GOVERNMENT DIVISION

New Mexico Department of Finance and Administration
 Local Government Division
 Budget Request Recapitulation

MUNICIPALITY:
 Village of Corrales

DATE: 8/25/16 Fiscal Year 2016-2017

ROUNDED TO NEAREST DOLLAR BY Susan Y. Rodriguez

FUND TITLE	FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @ JULY 1	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
GENERAL FUND - Operating (GF)	101	\$4,884,623	\$1,049,010	4,890,386	(415,065)	4,475,322	\$6,792,843	372,944	\$6,359,899
CORRECTION	201	352,403		41,000	0	176,444	2216,959		\$216,959
ENVIRONMENTAL GRT	202	\$0		0	0	0	\$0		\$0
EMS	206	\$13,978		8,701	0	8,701	\$13,978		\$13,978
ENHANCED 911	207	\$0		0	0	0	\$0		\$0
FIRE PROTECTION FUND	209	\$104,343		210,267	(57,387)	152,880	\$104,343		\$104,343
LEPF	211	9		28,400	0	28,400	9		9
LODGERS' TAX	214	\$6,081		4,000	0	4,000	\$6,081		\$6,081
MUNICIPAL STREET	216	\$0		5,000	(5,000)	0	\$0		\$0
RECREATION	217	\$3,271		0	0	0	\$3,271		\$3,271
INTERGOVERNMENTAL GRANTS	218	\$162		0	0	0	\$162		\$162
SENIOR CITIZEN	219	\$0		0	0	0	\$0		\$0
DWI PROGRAM	223	\$18,145		17,740	0	14,240	\$21,645		\$21,645
OTHER	299	\$502,482		614,773	65,000	807,160	\$375,095		\$375,095
CAPITAL PROJECT FUNDS	300	\$946,401		304,096	62,387	810,326	\$502,558		\$502,558
G. O. BONDS	401	\$214,657		221,075	0	221,075	\$214,657		\$214,657
REVENUE BONDS	402	\$41,128		0	239,000	238,993	\$41,135		\$41,135
DEBT SERVICE OTHER	403	\$2,404		0	72,908	73,758	1,554		1,554
ENTERPRISE FUNDS	500								
Water Fund		\$0		0	0	0	\$0		\$0
Solid Waste		\$0		0	0	0	\$0		\$0
Waste Water		\$127,335		26,400	38,157	64,557	\$127,335		\$127,335
Airport		\$0		0	0	0	\$0		\$0
Ambulance		\$0		0	0	0	\$0		\$0
Cemetery		\$0		0	0	0	\$0		\$0
Housing		\$0		0	0	0	\$0		\$0
Parking		\$0		0	0	0	\$0		\$0
Other Enterprise (enter fund name)		\$0		0	0	0	\$0		\$0
Other Enterprise (enter fund name)		\$0		0	0	0	\$0		\$0
Other Enterprise (enter fund name)		\$0		0	0	0	\$0		\$0
Other Enterprise (enter fund name)		\$0		0	0	0	\$0		\$0
INTERNAL SERVICE FUNDS	600	\$0		0	0	0	\$0		\$0
TRUST AND AGENCY FUNDS	700	\$0		0	0	0	\$0		\$0
Grand Total		\$7,017,443	\$1,049,010	\$6,371,838	0	\$7,075,856	\$7,367,514	\$372,944	\$6,988,671

Handwritten notes and corrections in red ink, including "4,212,256" and "6,045,200".

	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
REVENUES						
Taxes:						
Property Tax - Current Year	1,434,968	1,498,908	1,450,456	(3.23%)	1,491,394 ✓	2.82%
Property Tax - Delinquent	0	0	0	n/a	0	n/a
Property Tax - Penalty & Interest	0	0	0	n/a	0	n/a
Oil and Gas - Equipment	0	0	0	n/a	0	n/a
Oil and Gas - Production	0	0	0	n/a	0	n/a
Franchise Fees	307,393	307,769	285,000	(7.40%)	310,000 ✓	8.77%
Gross receipts - Local Option	868,537	966,717	920,938	(4.74%)	948,566 ✓	3.00%
Gross Receipts - Infrastructure	87,820	97,292	98,389	1.13%	101,341 ✓	3.00%
Gross Receipts - Environmental	42,518	47,500	43,713	(7.97%)	45,024 ✓	3.00%
Gross Receipts - Hold Harmless	75,169	273,202	261,648	(4.23%)	269,497 ✓	3.00%
Gross Receipts - Other Dedication	0	0	0	n/a	0	n/a
Intergovernmental-State Shared:						
Gross receipts	1,055,547	1,169,162	1,117,538	(4.42%)	1,151,064 ✓	3.00%
Cigarette Tax (2 cent)	0	0	0	n/a	0	n/a
Gas Tax (1 cent)	0	0	0	n/a	0	n/a
Gas Tax (2 cent)	0	0	0	n/a	0	n/a
Motor Vehicle	53,522	54,293	35,000	(35.53%)	50,000 ✓	42.86%
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Grants - Local	0	0	0	n/a	0	n/a
Legislative Appropriations	0	0	0	n/a	0	n/a
Small Cities Assistance	372,937	1,299,568	400,000	(69.22%)	200,000 ✓	(50.00%)
Licenses and Permits	352,153	346,158	328,500	(5.10%)	273,500	(16.74%)
Charges for Services	0	0	0	n/a	0	n/a
Fines And Forfeits	45,685	61,264	50,000	(18.39%)	50,000	0.00%
Interest on Investments	1,478	1,388	0	(100.00%)	0	n/a
Miscellaneous	17,222	6,132	17,000	177.23%	0	(100.00%)
TOTAL GENERAL FUND REVENUES	4,714,950	6,129,352	5,008,182	(18.29%)	4,890,386	(2.35%)
EXPENDITURES						
Executive - Legislative	25,806	38,842	30,535	(21.39%)	40,487	32.59%
Judicial	108,360	129,474	137,955	6.55%	151,591	9.88%
Elections	0	0	0	n/a	0	n/a
Finance & Administration	774,936	684,254	892,863	30.49%	799,157	(10.50%)
Public Safety	1,781,014	1,570,805	1,919,569	22.20%	1,948,369	1.50%
Highways & Streets	340,320	416,369	317,304	(23.79%)	318,437	0.36%
Senior Citizens	11,169	10,343	12,900	24.72%	11,700	(9.30%)
Sanitation	21,634	16,774	36,443	117.25%	0	(100.00%)
Health and Welfare	0	0	0	n/a	0	n/a
Culture and Recreation	442,876	481,092	482,945	0.39%	504,874	4.54%
Economic Development & Housing	0	0	0	n/a	0	n/a
Airport	0	0	0	n/a	0	n/a
Other - Miscellaneous	528,023	758,859	715,676	(5.69%)	700,707	(2.09%)
TOTAL GENERAL FUND EXPENDITURES	4,034,138	4,106,812	4,546,190	10.70%	4,475,322 ✓	(1.56%)
OTHER FINANCING SOURCES						
Transfers In	17,336	0	0	n/a	0	n/a

Transfers (Out)	0	(197,745)	(471,693)	138.54%	(415,065)	(12.01%)
TOTAL - OTHER FINANCING SOURCES	17,336	(197,745)	(471,693)	138.54%	(415,065)	(12.01%)

SPECIAL REVENUE FUNDS	FUND NUMBER	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
CORRECTIONS REVENUES	201						
Correction Fees	201	31,921	46,870	35,000	(25.33%)	41,000	17.14%
Miscellaneous	201	0	0	0	n/a	0	n/a
TOTAL Revenues		31,921	46,870	35,000	(25.33%)	41,000	17.14%
EXPENDITURES	201	16,194	34,928	185,000	429.66%	176,444	(4.62%)
OTHER FINANCING SOURCES							
Transfers In	201	0	0	0	n/a	0	n/a
Transfers (Out)	201	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
ENVIRONMENTAL REVENUES	202						
GRT - Environmental	202	0	0	0	n/a	0	n/a
Miscellaneous	202	0	0	0	n/a	0	n/a
TOTAL Revenues		0	0	0	n/a	0	n/a
EXPENDITURES	202	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES							
Transfers In	202	0	0	0	n/a	0	n/a
Transfers (Out)	202	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
EMS REVENUES	206						
State EMS Grant	206	10,474	10,628	8,701	(18.13%)	8,701	0.00%
Miscellaneous	206	0	0	0	n/a	0	n/a
TOTAL Revenues		10,474	10,628	8,701	(18.13%)	8,701	0.00%
EXPENDITURES	206	7,251	7,388	10,628	43.86%	8,701	(18.13%)
OTHER FINANCING SOURCES							
Transfers In	206	0	0	0	n/a	0	n/a
Transfers (Out)	206	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
E911 REVENUES	207						
State-E-911 Enhancement		0	0	0	n/a	0	n/a
Network & Data Base Grant		0	0	0	n/a	0	n/a
Miscellaneous		0	0	0	n/a	0	n/a
TOTAL Revenues		0	0	0	n/a	0	n/a
EXPENDITURES		0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES							
Transfers In		0	0	0	n/a	0	n/a
Transfers (Out)		0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
FIRE PROTECTION REVENUES	209						
State - Fire Marshall Allotment	209	201,387	210,267	245,238	16.63%	210,267	(14.26%)
Miscellaneous	209	0	0	0	n/a	0	n/a
TOTAL Revenues		201,387	210,267	245,238	16.63%	210,267	(14.26%)
EXPENDITURES	209	102,690	102,194	222,822	118.04%	152,880	(31.39%)
OTHER FINANCING SOURCES							
Transfers In	209	0	0	0	n/a	0	n/a
Transfers (Out)	209	(77,387)	(77,587)	(57,387)	(26.04%)	(57,387)	0.00%
TOTAL - OTHER FINANCING SOURCES		(77,387)	(77,587)	(57,387)	(26.04%)	(57,387)	0.00%

SPECIAL REVENUE FUNDS	FUND NUMBER	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
LAW ENFORCEMENT PROTECTION REVENUES	211						
State-Law Enforcement Protection	211	29,000	28,400	27,200	(4.23%)	28,400	4.41%
Miscellaneous	211	0	0	0	n/a	0	n/a
TOTAL Revenues		29,000	28,400	27,200	(4.23%)	28,400	4.41%
EXPENDITURES	211	29,000	28,150	27,200	(3.37%)	28,400	4.41%
OTHER FINANCING SOURCES							
Transfers In	211	0	0	0	n/a	0	n/a
Transfers (Out)	211	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
LODGERS TAX REVENUES	214						
Lodgers' Tax	214	4,607	4,867	5,000	2.72%	4,000	(20.00%)
Miscellaneous	214	0	0	0	n/a	0	n/a
TOTAL Revenues		4,607	4,867	5,000	2.72%	4,000	(20.00%)
EXPENDITURES	214	7,686	1,700	5,000	194.12%	4,000	(20.00%)
OTHER FINANCING SOURCES							
Transfers In	214	0	0	0	n/a	0	n/a
Transfers (Out)	214	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
MUNICIPAL STREET REVENUES	216						
GRT - Infrastructure (1/8 cent)	216	0	0	0	n/a	0	n/a
GRT - Municipal	216	0	0	0	n/a	0	n/a
Gasoline Tax - (1 cent / 2 cent)	216	5,783	5,168	5,000	(3.24%)	5,000	0.00%
Motor Vehicle - Registration (all)	216	0	0	0	n/a	0	n/a
State Grants	216	0	0	0	n/a	0	n/a
Federal Grants	216	0	0	0	n/a	0	n/a
Miscellaneous	216	0	0	0	n/a	0	n/a
TOTAL Revenues		5,783	5,168	5,000	(3.24%)	5,000	0.00%
EXPENDITURES	216	0	1,495	0	(100.00%)	0	n/a
OTHER FINANCING SOURCES							
Transfers In	216	0	0	0	n/a	0	n/a
Transfers (Out)	216	(4,283)	(5,168)	5,000	(196.76%)	(5,000)	(200.00%)
TOTAL - OTHER FINANCING SOURCES		(4,283)	(5,168)	5,000	(196.76%)	(5,000)	(200.00%)
RECREATION REVENUES	217						
Cigarette Tax - (1 cent)	217	0	0	0	n/a	0	n/a
Miscellaneous	217	0	0	0	n/a	0	n/a
TOTAL Revenues		0	0	0	n/a	0	n/a
EXPENDITURES	217	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES							
Transfers In	217	0	0	0	n/a	0	n/a
Transfers (Out)	217	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
INTERGOVERNMENTAL GRANTS REVENUES	218						
State Grants	218	0	0	0	n/a	0	n/a
Federal Grants	218	0	0	0	n/a	0	n/a
Miscellaneous	218	0	0	0	n/a	0	n/a
TOTAL Revenues		0	0	0	n/a	0	n/a
EXPENDITURES	218	0	0	0	n/a	0	n/a

SPECIAL REVENUE FUNDS	FUND NUMBER	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
OTHER FINANCING SOURCES							
Transfers In	218	0	0	0	n/a	0	n/a
Transfers (Out)	218	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
SENIOR CITIZENS REVENUES	219						
State Grants	219	0	0	0	n/a	0	n/a
Federal Grants	219	0	0	0	n/a	0	n/a
Miscellaneous	219	0	0	0	n/a	0	n/a
TOTAL Revenues		0	0	0	n/a	0	n/a
EXPENDITURES	219	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES							
Transfers In	219	0	0	0	n/a	0	n/a
Transfers (Out)	219	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
DWI REVENUES	223						
State - Formula Distribution (DFA)	223	0	0	0	n/a	0	n/a
State - Local Grant (DFA)	223	9,210	7,734	9,240	19.47%	9,240	0.00%
State Other	223	0	0	0	n/a	0	n/a
Federal Grants	223	0	0	0	n/a	0	n/a
Miscellaneous	223	3,648	5,030	5,000	(0.59%)	8,500	70.00%
TOTAL Revenues		12,858	12,764	14,240	11.56%	✓ 17,740	24.58%
EXPENDITURES	223	12,735	12,667	14,240	12.42%	✓ 14,240	0.00%
OTHER FINANCING SOURCES							
Transfers In	223	0	0	0	n/a	0	n/a
Transfers (Out)	223	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES		0	0	0	n/a	0	n/a
OTHER - SPECIAL	299						
TOTAL Revenues	299	512,705	929,617	853,958	(8.14%)	✓ 614,773	(28.01%)
TOTAL Expenditures	299	378,682	530,749	1,485,743	179.93%	✓ 807,160	(45.67%)
TOTAL - OTHER FINANCING SOURCE	299	55,000	60,200	65,000	7.97%	✓ 65,000	0.00%

OTHER FUNDS - 299	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
202-Court AOC						
REVENUES	15,681	27,148	14,000	(48.43%)	14,000	0.00%
EXPENDITURES	15,681	27,148	14,000	(48.43%)	14,000	0.00%
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
207-Wildlands (Fire)						
REVENUES	9,094	15,989	0	(100.00%)	0	n/a
EXPENDITURES	9,568	4,004	21,000	424.50%	21,000	0.00%
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
213-Library						
REVENUES	54,940	130,674	193,565	48.13%	117,000	(39.56%)
EXPENDITURES	56,968	124,389	197,454	58.74%	120,021	(39.22%)
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
215-Economic Development						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	26,000	15,000	50,000	233.33%	45,000	(10.00%)
OTHER FINANCING SOURCES						
Transfers In	15,000	20,000	45,000	125.00%	45,000	0.00%
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	15,000	20,000	45,000	125.00%	45,000	0.00%
224-Fire Donation						
REVENUES	3,050	2,946	2,910	(1.22%)	0	(100.00%)
EXPENDITURES	2,943	2,376	2,910	22.47%	4,410	51.55%
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
226-Police Special Fund						
REVENUES	169,271	105,191	38,500	(63.40%)	9,127	(76.29%)
EXPENDITURES	74,278	50,487	96,500	91.14%	70,052	(27.41%)
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
227- Bosque Fund						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	818	0	10,000	n/a	10,000	0.00%
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
228-Casa San Ysidro						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	20,000	20,000	20,000	0.00%	20,000	0.00%
OTHER FINANCING SOURCES						
Transfers In	20,000	20,000	20,000	0.00%	20,000	0.00%
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	20,000	20,000	20,000	0.00%	20,000	0.00%
232-YCC Grant						
REVENUES	131,229	151,655	143,526	(5.36%)	98,718	(31.22%)
EXPENDITURES	130,340	151,525	143,526	(5.28%)	98,718	(31.22%)
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
234-Fire Protection Grant						
REVENUES	129,439	96,000	0	(100.00%)	0	n/a
EXPENDITURES	42,085	127,577	94,978	(25.55%)	84,463	(11.07%)

MUNICIPALITY:
Village of Corrales

OTHER MISC. (FUND 299) DETAIL LIST

Fiscal Year 2016-2017

OTHER FUNDS - 299	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
OTHER FINANCING SOURCES						
Transfers In	20,000	20,200	0	(100.00%)	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	20,000	20,200	0	(100.00%)	0	n/a

OTHER FUNDS - 299	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
236-FEMA 4148						
REVENUES	0	308,266	330,845	7.32%	262,564	(20.64%)
EXPENDITURES	0	8,243	593,409	7098.77%	193,839	(67.33%)
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
237-FEMA 4152						
REVENUES	0	91,749	130,612	42.36%	113,364	(13.21%)
EXPENDITURES	0	0	241,966	n/a	125,657	(48.07%)
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
(enter fund name here)						
REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES	0	0	0	n/a	0	n/a

MUNICIPALITY:
Village of Corrales

OTHER MISC. (FUND 299) DETAIL LIST

Fiscal Year 2016-2017

OTHER FUNDS - 299	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
FUND 299 SUMMARY						
Revenue - TOTAL	\$512,705	\$929,617	\$853,958	(8.14%)	\$614,773	(28.01%)
Expenditures - TOTAL	\$378,682	\$530,749	\$1,485,743	179.93%	\$807,160	(45.67%)
TOTAL - OTHER FINANCING SOURCES	\$55,000	\$60,200	\$65,000	7.97%	\$65,000	0.00%

	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
REVENUES						
GRT- Dedication	0	0	0	n/a	0	n/a
GRT- Hold Harmless	0	0	0	n/a	0	n/a
GRT- Infrastructure	0	0	0	n/a	0	n/a
Bond Proceeds	0	0	0	n/a	0	n/a
Local Grants	0	0	46,399	n/a	41,096	(11.43%)
CDBG funding	0	0	0	n/a	0	n/a
State Grants	0	0	235,000	n/a	0	(100.00%)
Federal Grants (other)	0	0	114,011	n/a	0	(100.00%)
Legislative Appropriations	0	0	303,271	n/a	263,000	(13.28%)
Investment Income	0	0	0	n/a	0	n/a
Miscellaneous	0	0	0	n/a	0	n/a
TOTAL CAPITAL PROJECTS REVENUES	0	0	698,681	n/a	↓304,096	(56.48%)
EXPENDITURES						
Parks/Recreation	0	0	0	n/a	0	n/a
Housing	0	0	0	n/a	0	n/a
Equipment & Buildings	0	0	364,011	n/a	250,000	(31.32%)
Facilities	0	0	0	n/a	0	n/a
Transit	0	0	0	n/a	0	n/a
Utilities	0	0	0	n/a	0	n/a
Airports	0	0	0	n/a	0	n/a
Infrastructure	0	0	366,604	n/a	502,939	37.19%
Debt Service Payments (P&I) - GO Bonds	0	0	0	n/a	0	n/a
Debt Service Payments (P&I) - Revenue Bonds	0	0	0	n/a	0	n/a
Other	0	0	57,387	n/a	57,387	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURE	0	0	788,002	n/a	↓810,326	2.83%
OTHER FINANCING SOURCES						
Transfers In	0	0	415,720	n/a	62,387	(84.99%)
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	415,720	n/a	↓62,387	(84.99%)

DEBT SERVICE FUNDS	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
GENERAL OBLIGATION BONDS (FUND 401)						
REVENUES:						
General Obligation - (Property tax)	219,423	210,599	223,284	6.02%	221,075	(0.99%)
Investment Income	0	0	0	n/a	0	n/a
Other - Misc	0	0	0	n/a	0	n/a
TOTAL REVENUES - FUND 401	219,423	210,599	223,284	6.02%	221,075	(0.99%)
EXPENDITURES:						
General Obligation - Principal	185,000	190,000	195,000	2.63%	200,000	2.56%
General Obligation - Interest	38,316	31,538	24,484	(22.37%)	17,075	(30.26%)
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	3,226	3,596	3,800	5.69%	4,000	5.26%
TOTAL EXPENDITURES - FUND 401	226,542	225,134	223,284	(0.82%)	221,075	(0.99%)
OTHER FINANCING SOURCES:						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL OTHER FINANCING SOURCES - FUND 401	0	0	0	n/a	0	n/a
REVENUE BONDS (FUND 402)						
REVENUES:						
Bond Proceeds	3,445,000	0	0	n/a	0	n/a
Revenue Bonds - GRT	0	0	0	n/a	0	n/a
Investment Income	284	521	0	(100.00%)	0	n/a
Revenue Bonds - Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - FUND 402	3,445,284	521	0	(100.00%)	0	n/a
EXPENDITURES:						
Revenue Bonds - Principal	210,000	130,000	135,000	3.85%	135,000	0.00%
Revenue Bonds - Interest	31,526	109,293	106,693	(2.38%)	103,993	(2.53%)
Other Revenue Bond Payments	0	0	0	n/a	0	n/a
Other Costs (Fiscal Agent Fees/Other Fees/Misc)	115,963	0	0	n/a	0	n/a
TOTAL EXPENDITURES - FUND 402	357,489	239,293	241,693	1.00%	238,993	(1.12%)
OTHER FINANCING SOURCES:						
Transfers In	0	0	241,693	n/a	239,000	(1.11%)
Transfers (Out)	(1,934,539)	(32,255)	0	(100.00%)	0	n/a
TOTAL OTHER FINANCING SOURCES - FUND 402	(1,934,539)	(32,255)	241,693	(849.32%)	239,000	(1.11%)
OTHER DEBT SERVICE (FUND 403)						
Other Debt Service [NMFA, BOF, Misc]						
REVENUES:						
Investment Income	0	0	0	n/a	0	n/a
Loan Revenue	0	0	0	n/a	0	n/a
TOTAL REVENUES - FUND 403	0	0	0	n/a	0	n/a
EXPENDITURES:						
NMFA Loan Payments	0	73,758	73,052	(0.96%)	73,758	0.97%
Board of Finance Loan Payments	0	0	0	n/a	0	n/a
Other Debt Service - Misc	0	0	0	n/a	0	n/a
TOTAL EXPENDITURES - FUND 403	0	73,758	73,052	(0.96%)	73,758	0.97%
OTHER FINANCING SOURCES:						
Transfers In	0	75,000	75,000	0.00%	72,906	(2.79%)
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL OTHER FINANCING SOURCES - FUND 403	0	75,000	75,000	0.00%	72,906	(2.79%)

72,906

ENTERPRISE FUNDS (Department)	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC)	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC)
REVENUES						
Water Fund						
Charges for Services	0	0		n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Water Fund	0	0	0	n/a	0	n/a
EXPENDITURES						
Water Fund	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Water Fund	0	0	0	n/a	0	n/a
REVENUES						
Solid Waste						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Solid Waste Fund	0	0	0	n/a	0	n/a
EXPENDITURES						
Solid Waste	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Solid Waste	0	0	0	n/a	0	n/a
REVENUES						
Waste Water						
Charges for Services	0	6,750	0	(100.00%)	26,400	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Waste Water Fund	0	6,750	0	(100.00%)	/ 26,400	n/a
EXPENDITURES						
Waste Water	10,791	32,433	40,000	23.33%	/ 64,557	61.39%
OTHER FINANCING SOURCES						
Transfers In	110,000	40,000	40,000	0.00%	38,157	(4.61%)
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Waste Water	110,000	40,000	40,000	0.00%	/ 38,157	(4.61%)
REVENUES						
Airport						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a

MUNICIPALITY:
Village of Corrales

ENTERPRISE FUNDS

Fiscal Year 2016-2017

ENTERPRISE FUNDS (Department)	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC)	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC)
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a

ENTERPRISE FUNDS (Department)	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC)	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC)
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Airport Fund	0	0	0	n/a	0	n/a
EXPENDITURES						
Airport	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Airport	0	0	0	n/a	0	n/a
REVENUES						
Ambulance						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Ambulance Fund	0	0	0	n/a	0	n/a
EXPENDITURES						
Ambulance	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Ambulance	0	0	0	n/a	0	n/a
REVENUES						
Cemetery						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Cemetery Fund	0	0	0	n/a	0	n/a
EXPENDITURES						
Cemetery	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Cemetery Fund	0	0	0	n/a	0	n/a
REVENUES						
Housing						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Housing Fund	0	0	0	n/a	0	n/a
EXPENDITURES						
Housing	0	0	0	n/a	0	n/a

MUNICIPALITY:
Village of Corrales

ENTERPRISE FUNDS

Fiscal Year **2016-2017**

ENTERPRISE FUNDS (Department)	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC)	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC)
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Housing	0	0	0	n/a	0	n/a

ENTERPRISE FUNDS (Department)	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC)	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC)
REVENUES						
Parking Facilities						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Parking Facilities	0	0	0	n/a	0	n/a
EXPENDITURES						
Parking Facilities	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES - Parking	0	0	0	n/a	0	n/a
REVENUES						
Other Enterprise (enter fund name)						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Other Enterprise	0	0	0	n/a	0	n/a
EXPENDITURES						
Other Enterprise Fund	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL OTHER FINANCING SOURCES - Other Enterprise	0	0	0	n/a	0	n/a
REVENUES						
Other Enterprise (enter fund name)						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Other Enterprise	0	0	0	n/a	0	n/a
EXPENDITURES						
Other Enterprise Fund	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL OTHER FINANCING SOURCES - Other Enterprise	0	0	0	n/a	0	n/a
REVENUES						
Other Enterprise (enter fund name)						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a

MUNICIPALITY:
Village of Corrales

ENTERPRISE FUNDS

Fiscal Year 2016-2017

ENTERPRISE FUNDS (Department)	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC)	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC)
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a

ENTERPRISE FUNDS (Department)	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC)	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC)
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Other Enterprise	0	0	0	n/a	0	n/a
EXPENDITURES						
Other Enterprise Fund	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL OTHER FINANCING SOURCES - Other Enterprise	0	0	0	n/a	0	n/a
REVENUES						
Other Enterprise (enter fund name)						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Gross Receipts - dedicated	0	0	0	n/a	0	n/a
Grants - Federal	0	0	0	n/a	0	n/a
Grants - State	0	0	0	n/a	0	n/a
Legislative Appropriation	0	0	0	n/a	0	n/a
Other	0	0	0	n/a	0	n/a
TOTAL REVENUES - Other Enterprise	0	0	0	n/a	0	n/a
EXPENDITURES						
Other Enterprise Fund	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL OTHER FINANCING SOURCES - Other Enterprise	0	0	0	n/a	0	n/a

MUNICIPALITY:
Village of Corrales

INTERNAL SERVICE / TRUST & AGENCY FUNDS Fiscal Year 2016-2017

	6/30/2014 FISCAL YEAR ACTUAL	6/30/2015 FISCAL YEAR ACTUAL	FY 2016 FINAL BUDGET 6/30/2015	VARIANCE FY2014 - FY2015 INC / (DEC) %	FY 2017 BUDGET REQUEST	VARIANCE FY2015 - FY2016 INC / (DEC) %
INTERNAL SERVICE FUNDS [600]						
REVENUES						
Charges for Services	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Miscellaneous revenues	0	0	0	n/a	0	n/a
TOTAL REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES						
Operating Expenditures	0	0	0	n/a	0	n/a
Miscellaneous	0	0	0	n/a	0	n/a
TOTAL EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a
TRUST AND AGENCY FUNDS [700]						
REVENUES						
Investments	0	0	0	n/a	0	n/a
Interest on Investments	0	0	0	n/a	0	n/a
Tax Revenues	0	0	0	n/a	0	n/a
Miscellaneous revenues	0	0	0	n/a	0	n/a
TOTAL REVENUES	0	0	0	n/a	0	n/a
EXPENDITURES						
General Government/Benefits	0	0	0	n/a	0	n/a
Capital Outlay	0	0	0	n/a	0	n/a
Debt Service	0	0	0	n/a	0	n/a
Miscellaneous	0	0	0	n/a	0	n/a
TOTAL EXPENDITURES	0	0	0	n/a	0	n/a
OTHER FINANCING SOURCES						
Transfers In	0	0	0	n/a	0	n/a
Transfers (Out)	0	0	0	n/a	0	n/a
TOTAL - OTHER FINANCING SOURCES	0	0	0	n/a	0	n/a

CERTIFICATE OF PROPERTY TAX RATES IN MILLS
 SANDOVAL COUNTY
 TAX YEAR 2016
 NET TAXABLE VALUE:

\$3,337,949,847

MUNICIPALITY:
 TAXABLE VALUE:
 CATEGORY:

	Jemez Springs 31 IN R	Jemez Springs 31 IN NR	San Ysidro 31A IN R	San Ysidro 31A IN NR	31 out R	31 out NR	Corrales 2A IN R	Corrales 2A IN NR
State Debt Service	1,360	1,360	1,360	1,360	1,360	1,360	1,360	1,360
County Operational	5,084,281	4,995,555	1,652,931	1,326,985	45,147,462	31,952,845	272,980,675	33,885,927
County Debt Service	6,354	10,350	6,354	10,350	6,354	10,350	6,354	10,350
Bern. County Judgement (A) (4)	1,047	1,047	1,047	1,047	1,047	1,047	1,047	1,047
Bern. County Debt Service (4)								

Bern. County Judgement (A) (4)
 Bern. County Debt Service (4)

	Total County	Jemez Springs 31 IN R	Jemez Springs 31 IN NR	San Ysidro 31A IN R	San Ysidro 31A IN NR	31 out R	31 out NR	Corrales 2A IN R	Corrales 2A IN NR
Municipal Operational	7,401	11,397	7,401	11,397	7,401	11,397	7,401	11,397	
Municipal Debt Service	3,956	5,764	5,892	7,650	0,000	0,000	4,055	6,870	
Total Municipal	0,000	0,000	0,000	0,000	0,000	0,000	0,637	0,637	
School District Operational	3,956	5,764	5,892	7,650	0,000	0,000	4,892	7,507	
School District Debt Service	0,178	0,500	0,178	0,500	0,178	0,500	0,270 (2)	0,500 (2)	
School Dist. Cap. Improvement	8,858	8,858	8,858	8,858	8,858	8,858	4,061 (2)	4,061 (2)	
HB 33 School Building	1,990	2,000	1,990	2,000	1,990	2,000	1,940 (2)	2,000 (2)	
School Dist. Educ. Tech. Debt Service	0,000	0,000	0,000	0,000	0,000	0,000	3,838 (2)	4,344 (2)	
Total School District	0,000	0,000	0,000	0,000	0,000	0,000	0,378 (2)	0,378 (2)	
Total State, County, Municipal, & School District	11,026	11,358	11,026	11,358	11,026	11,358	10,487	11,283	
Other:	23,743	29,879	25,679	31,765	19,787	24,115	23,940	31,547	
Contracting Hospitals	4,250	4,250	4,250	4,250	4,250	4,250	4,250	4,250	

Central NM Comm College (1)
 Central NM Comm. College Debt

	Total Other	Jemez Springs 31 IN R	Jemez Springs 31 IN NR	San Ysidro 31A IN R	San Ysidro 31A IN NR	31 out R	31 out NR	Corrales 2A IN R	Corrales 2A IN NR
GRAND TOTAL	4,250	4,250	4,250	4,250	4,250	4,250	4,250	4,250	
Where Applicable:	27,993	34,129	29,929	36,015	24,037	28,365	31,966	39,797	

- (1) To Central NM Comm College Board of Ed.
- (2) To Albuquerque Board of Education
- (3) SSCAFA's debt rate applicable to 2AC is 0.957; debt rate applicable to remaining district is 1.249.
- (4) Rates imposed per Board of County Commissioners of Bernalillo County.
- (5) Sandoval Co debt rate applicable to 2AC due to Corrales annexation remaining obligations only.

CERTIFICATE OF PROPERTY TAX RATES IN MILLS
 SANDOVAL COUNTY
 TAX YEAR 2016

NET TAXABLE VALUE: \$3,337,949,847

MUNICIPALITY:

TAXABLE VALUE: 40,605,598
 CATEGORY: 2AC IN R

Rio Rancho

3,319,123 2AC IN NR
 1,360 1,360

Rio Rancho

13,214,980 94 OUT R
 1,360 1,360

Rio Rancho

81,463,866 94 OUT NR
 1,360 1,360

State Debt Service	1,360	1,360	1,360	1,360	1,360	0
County Operational	1,360	1,360	1,360	1,360	1,360	1,360
County Debt Service	6,354	10,350	6,354	6,354	10,350	10,350
Bern. County Judgement (A) (4)	0.438 (5)	0.438	1.047	1.047	1.047	1.047
Bern. County Debt Service (4)	0.010 (4)	0.010				
	0.521 (4)	0.521				

Total County	7,323	11,319	7,401	11,397	7,401	11,397
Municipal Operational	4,055	6,870	7,449	7,650	0,000	0,000
Municipal Debt Service	0.637	0.637	2,016	2,016	0,000	0,000
Total Municipal	4,692	7,507	9,465	9,666	0,000	0,000
School District Operational	0.270	0.500	0.263	0.458	0.263	0.500
School District Debt Service	4,061	4,061	8,540	8,540	8,540	8,858
School Dist. Cap. Improvement	1,940	2,000	2,000	2,000	2,000	2,000
HB 33 School Building	3,838	4,344	0,000	0,000	0,000	0,000
School Dist. Educ. Tech. Debt Service	0.378	0.378	0,000	0,000	0,000	0,000
Total School District	10,487	11,283	10,803	10,998	10,803	11,358
Total State, County, Municipal, & School District	23,862	31,469	29,029	33,421	19,564	24,115
Other:						
Contracting Hospitals	4,250	4,250	4,250	4,250	4,250	4,250

Central NM Comm College (1)	2,776	3,000	2,776	3,000	2,776	3,000
Central NM Comm. College Debt	1,000	1,000	1,000	1,000	1,000	1,000

Total Other	8,026	8,250	8,026	8,250	8,026	8,250
GRAND TOTAL	31,888	39,719	37,055	41,671	27,590	32,005

Where Applicable:

Cattle Indemnity	8,049
Sheep/Goats/Swine/Alpaca	9,428
Dairy Cattle	4,220
Bison/Camelids/Ratite	9,986
Horses/Asses/Mules	8,777

NEW MATERIAL

RESOLUTION 2016-_____

CONCERNING EXEMPTION TO THE LODGERS' TAX ACT

Whereas, Section 3-38-16 NMSA 1978 creates certain exemptions from the Lodgers' Tax Act; and

Whereas, subsection (g) now provides an exception to the Lodgers Tax Act for vendors who do not offer at least three rooms or three other premises for lodging; and

Whereas, local Lodgers' Tax is used by the taxing jurisdiction to promote tourist related activities to the community and to a wider public base; and

Whereas, changing technology, marketing and transactions make short-term rental units uniform and remotely transacted; and

Whereas, fairness to all providers of rental units is not accomplished when single units are exempted from the Lodgers' Tax Act;

Now, Therefore, Be it Resolved that the New Mexico Municipal League supports amending the Lodgers Tax Act by deleting section 3-38-16.g and the exemption for vendors who offer fewer than 3 rooms or rental units.

Passed, Approved and Adopted this 1st day of September at the City of Hobbs, New Mexico.

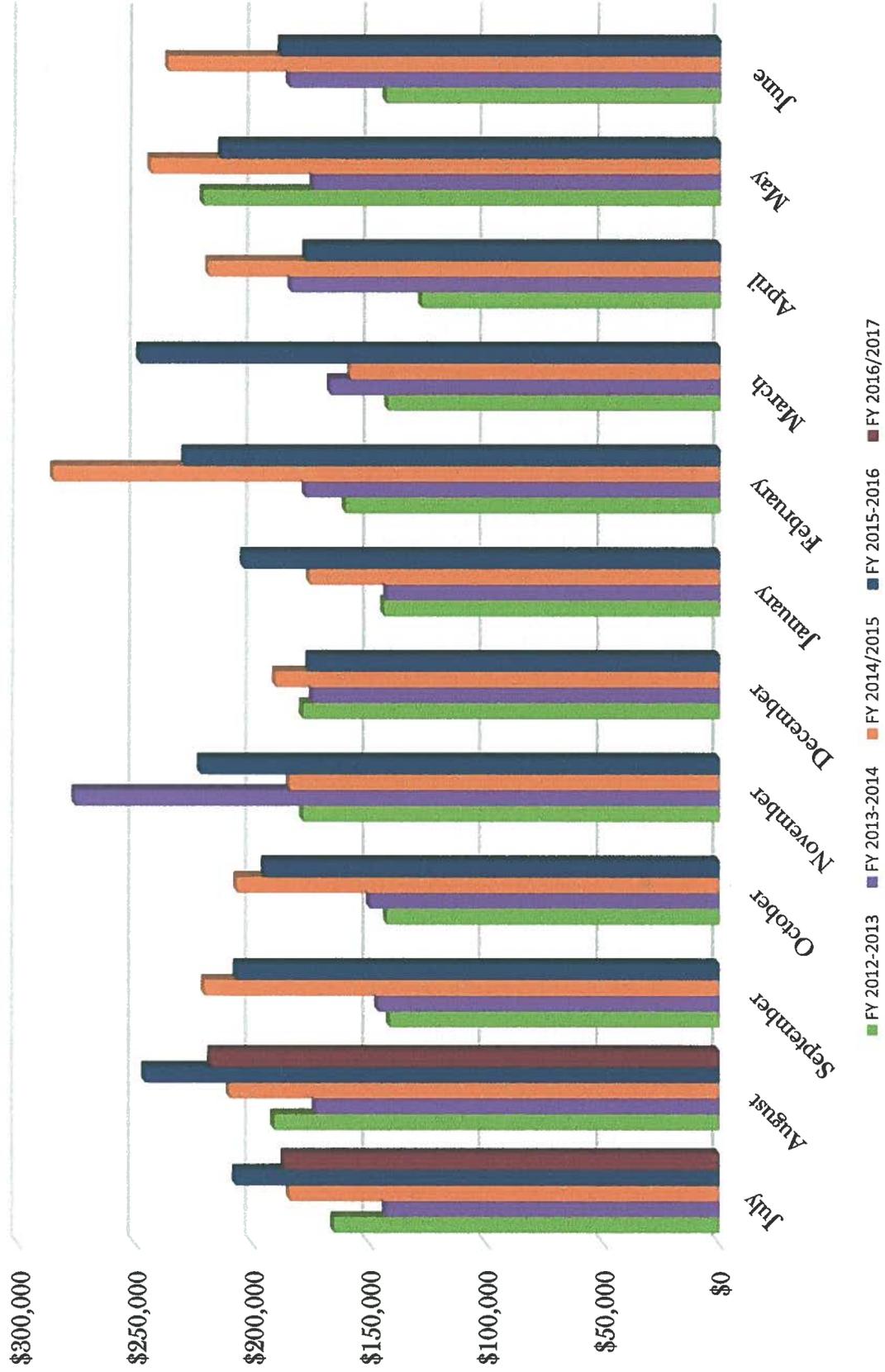
Village of Corrales

Gross Receipts Tax Revenues

FY 2015-2016

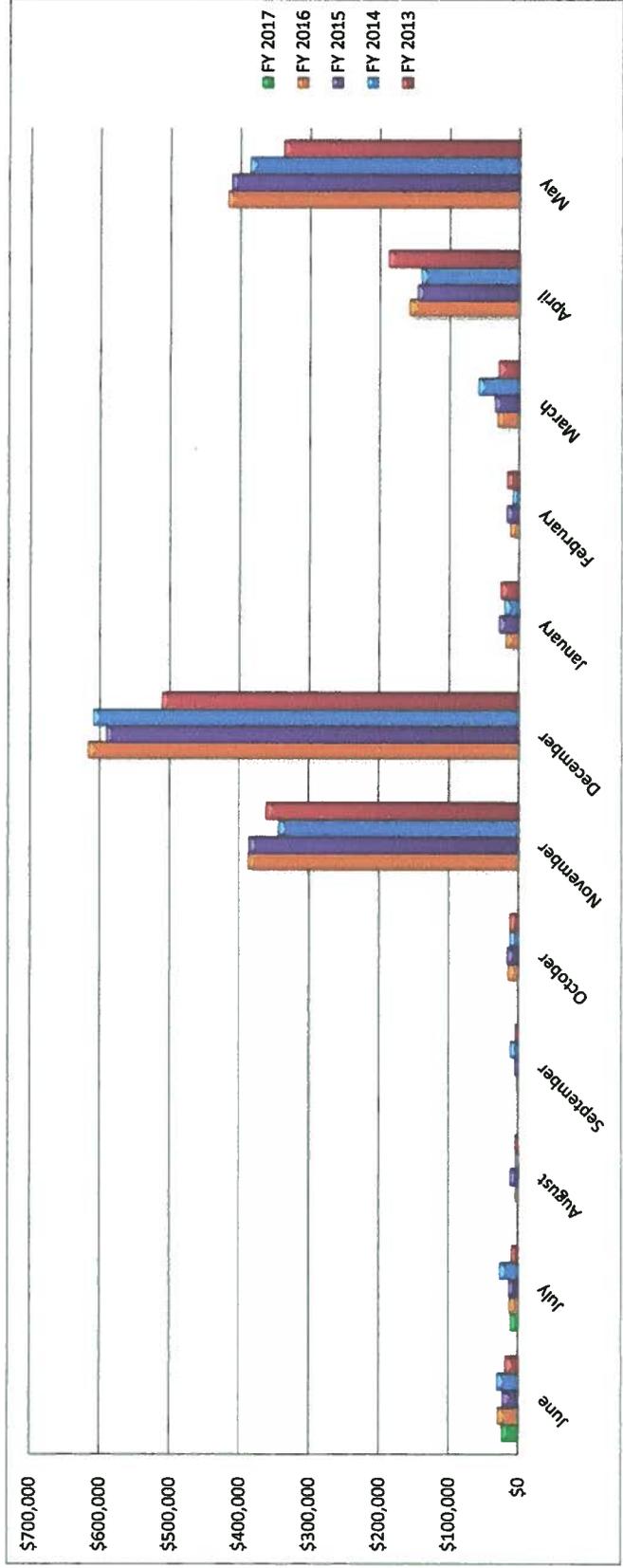
Business Activity Month	Distribution Month	Total Distributed (by FY)						FY 15 v. 16 Variance
		FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017		
May	July	\$165,190.93	\$142,995.68	\$183,978.05	\$206,963.72	\$186,130.07		(\$20,833.65)
June	August	\$190,652.03	\$172,888.75	\$209,591.12	\$245,555.43	\$217,428.39		(\$28,127.04)
July	September	\$141,441.94	\$146,350.06	\$220,179.52	\$206,508.35			\$0.00
August	October	\$142,712.27	\$149,998.51	\$206,409.44	\$194,707.13			\$0.00
September	November	\$178,557.03	\$275,725.49	\$184,297.94	\$222,068.33			\$0.00
October	December	\$178,697.09	\$174,459.71	\$190,209.94	\$175,988.19			\$0.00
November	January	\$144,134.46	\$142,772.33	\$175,854.31	\$204,050.81			\$0.00
December	February	\$160,690.65	\$177,866.20	\$285,247.40	\$229,101.61			\$0.00
January	March	\$142,652.78	\$167,257.30	\$158,488.92	\$248,574.99			\$0.00
February	April	\$128,336.77	\$184,139.81	\$219,208.03	\$177,876.66			\$0.00
March	May	\$221,674.14	\$174,840.73	\$243,974.22	\$213,890.05			\$0.00
April	June	\$143,718.75	\$185,205.02	\$236,683.99	\$188,625.26			\$0.00
TOTAL (actuals)		\$1,938,458.84	\$2,094,499.59	\$2,514,122.88	\$2,513,910.53			(\$48,960.69)
PROJECTED REVENUE		\$1,949,376	\$2,039,608	\$2,261,320				

GRT Revenue - FY 2016/2017



Village of Corrales
Property Tax Collections
FY 2013-2017

Collection Month	Distribution Month	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2016 vs. 2017 Variance
June	July	\$17,994.33	\$31,574.61	\$22,237.92	\$30,600.55	\$23,353.05	(\$7,247.50)
July	August	\$9,025.42	\$27,382.06	\$12,944.89	\$14,175.16	\$10,655.19	(\$3,519.97)
August	September	\$3,613.46	\$4,955.77	\$11,281.02	\$5,276.90	\$0.00	\$0.00
September	October	\$3,902.88	\$12,116.02	\$5,163.24	\$3,742.73	\$0.00	\$0.00
October	November	\$12,069.42	\$12,790.77	\$16,074.75	\$15,748.39	\$0.00	\$0.00
November	December	\$360,509.43	\$343,627.67	\$384,970.56	\$387,631.48	\$0.00	\$0.00
December	January	\$510,446.16	\$609,552.30	\$590,427.30	\$617,144.53	\$0.00	\$0.00
January	February	\$26,040.48	\$21,893.59	\$28,324.34	\$20,568.06	\$0.00	\$0.00
February	March	\$17,543.69	\$9,670.18	\$17,609.49	\$14,002.49	\$0.00	\$0.00
March	April	\$29,458.89	\$59,298.80	\$34,999.93	\$32,516.42	\$0.00	\$0.00
April	May	\$187,695.92	\$141,588.70	\$146,590.92	\$159,604.94	\$0.00	\$0.00
May	June	\$337,646.62	\$387,171.29	\$412,194.05	\$418,858.45	\$0.00	\$0.00
Total Collected:		\$1,515,947	\$1,661,622	\$1,682,818	\$1,719,870	\$34,008	(\$10,767.47)
Projected:		\$1,336,088	\$1,598,487	\$1,644,820			
Difference:		\$179,859	\$63,135				
							Revenue Separation
							Operations: 30,043
							GO Bond Debt: 3,966





VILLAGE OF CORRALES
GOVERNING BODY

Draft Minutes

August 16th, 2016

6:30 P.M.

COUNCIL/MUNICIPAL COURT CHAMBERS

GOVERNING BODY PRESENT:

Present: Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer, Mayor Scott A. Kominiak

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

Motion: To approve the agenda, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor George Wright. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.

PRESENTATION BY VISITORS:

Website Presentation by Aspireworks, Inc.
Steve Williams as the Presenter.

REPORTS BY OFFICERS:

1. Administrators Report
2. Department Reports
3. Committee Minutes

COUNCILORS FORUM: *This section is for information purposes only, not for discussion and debate, to inform the Governing Body of an issue/concern that would not be addresses on the agenda during the business session.*

Councilor Gasteyer would like to say Thank you to Lieutenant Tomlinson for his work and help in the Village over the years an wishes him good luck in his future endeavors

Councilor Wright wishes to discuss Salce Park and what to do with it, Soccer Park? Water tank? Arboretum? Would like to propose to fund a plan for a new site plan for the park itself.
Coyotes in Corrales

Councilor Clauser really appreciated the work study with Tessa Davidson, and really thinks that it is important for the village to be proactive. Would like to propose to have a group with a legal liaison to help us out with that.

Councilor Fahey thinks that there is a Salce Basin flood plan and maybe we should relook at that plan.

PETITIONS:

54 CORRALEÑOS FORUM: *This section is for information purposes only, not for discussion and debate, to inform the governing*
55 *body of an issue or concern that would not be addresses on the agenda during the business session. There is a 3-minute time limit, unless*
56 *approved by the Presiding Officer.*
57

58 Nancy - Black Fox Theatre, Corrales Art Center
59

60 Bill Vega – Corrales Art Center – would like to schedule the next couple work studies to discuss other
61 committees to
62

63 CONSENT AGENDA: *All matters listed under the Consent Agenda are considered to be routine by the Village Council and will be*
64 *enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the*
65 *Consent Agenda and will be considered separately.*
66

67 4. Approval of meeting minutes for July 19th, 2016
68

69 5. Approval of Resolution no. 16-26, A Resolution sponsoring Corrales Harvest Festival October 15th and
70 16th, 2016.
71

72 6. Approval of Resolution no. 16-27, Authorizing Adjustments of Various Funds for Fiscal Year 2016-2017
73

74 7. Approval of Resolution 16-29, Adopting 2018-2022 Infrastructure Capital Improvement Plans (ICIP)
75 (removed from consent agenda)
76

77 **Motion:** Approval Of Agenda, **Action:** Approve, **Moved By** Councilor Jim Fahey, **Seconded By** Councilor
78 Ennio Garcia-Miera.
79

80 Councilor Gasteyer would like to remove item number #7.
81

82 **Vote:** Motion Carried By Unanimous Roll Call Vote (**Summary:** Yes = 6). **Yes:** Councilor David Dornburg,
83 Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor
84 Philip Gasteyer.
85

86 ITEMS REMOVED FROM CONSENT AGENDA:
87

88 Approval of Resolution 16-29, Adopting 2018-2022 Infrastructure Capital Improvement Plans (ICIP)
89

90 **Motion:** To Approve Resolution 16-29, **Action:** Approve, **Moved by** Councilor Ennio Garcia-Miera, **Seconded**
91 **by** Councilor David Dornburg.
92

93 **Motion:** Change Item #12 change to municipal facilities improvements; Item #21 would like to change dollar
94 amount to \$,2,000,000.(2 million), add Performing Arts center Development \$300,000.00 (want on list as #12),
95 **Action:** Amend, **Moved by** Councilor Philip Gasteyer, **Seconded by** Councilor Ennio Garcia-Miera.
96

97 **Motion:** Change Item #12 change to municipal facilities improvements; Item #21 would like to change dollar
98 amount to \$,2,000,000.(2 million), add Performing Arts center Development \$300,000.00 (want on list as
99 #12), Consolidate items #3 and #12 to make amount \$1,650,000 and making one item, **Action:** Amend, **Moved by**
100 Councilor David Dornburg, **Seconded by** Councilor Ennio Garcia-Miera. **Vote:** Motion carried by unanimous roll
101 call vote (**summary:** Yes = 6). **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor
102 George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.
103

104 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor David Dornburg,
105 Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor
106 Philip Gasteyer.
107
108

109
110 CONFIRMATION OF APPOINTMENTS:
111

112 8. Mr. Dennis Rossbach – Planning and Zoning

113
114 9. Appointment of a new member to the Rio Metro (Regional) Transportation District (RMRTD) MRCOG
115

116 **Motion:** To Confirm Dennis Rossbach to the P&Z commission and David Dornburg to the RMRTD, **Action:**
117 Approve, **Moved by** Councilor George Wright, **Seconded by** Councilor Ennio Garcia-Miera. **Vote:** Motion
118 carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Councilor David Dornburg, Councilor Ennio
119 Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.
120

121 ANNOUNCEMENTS/FUTURE AGENDA ITEMS:
122

123 OLD BUSINESS:
124

125 NEW BUSINESS:
126

127 10. Discussion and consideration Resolution 16-30 a Resolution amending the procurement
128 regulations for the Village of Corrales; adopting the use of NIGP Commodity Codes.
129

130 **Motion:** To approve Resolution 16-30, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by**
131 Councilor Ennio Garcia-Miera. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6).
132 **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor
133 Jim Fahey, Councilor Pat Clauser, Councilor Philip Gasteyer.
134

135 11. Discussion and consideration of Resolution no. 16-28, A Resolution Relating to Audio Recordings Made
136 by the Village Clerk for Meetings of the Governing Body; Providing for the Disposal of Such Recordings
137 after Adoption of the Meeting Minutes.
138

139 **Motion:** To Approve Resolution 16-28, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by**
140 Councilor Ennio Garcia-Miera. **Vote:** Motion passed (**summary:** Yes = 5, No = 1). **Yes:** Councilor David
141 Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey, Councilor Pat
142 Clauser. **No:** Councilor Philip Gasteyer.
143

144 12. Public hearing, consideration and determination of appeal from the decision of the Planning and Zoning
145 Commission (“P & Z”), decided at the meeting of that body on June 15th, 2016, to deny the Application
146 of Daniela Keller, Camino Del Sol- Corrales Retreat (“Applicant”) for a use by review to permit the
147 operation of 24 hour home care, assistance with all activities of daily living for seniors on Tract B-2 Sol Y
148 Rio within the A-1 (Agricultural and Rural Residential) zone of the Village of Corrales. Applicant
149 appeals the P & Z decision pursuant to Village of Corrales Ordinances, Land Use, *Section 18-33-(c)*
150 *group homes*.
151

152 **Motion:** Motion to go into closed session, **Action:** Enter Closed Session, **Moved by** Councilor David Dornburg,
153 **Seconded by** Councilor Pat Clauser. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:**
154 Councilor David Dornburg, Councilor Ennio Garcia-Miera, Councilor George Wright, Councilor Jim Fahey,
155 Councilor Pat Clauser, Councilor Philip Gasteyer.
156

157 *For the record Mr. Appel announced that the council went into closed session to address matters subject*
158 *to client attorney privilege, to discuss the determination of appeal as provided in Section 10-15-1(H)(2),*
159 *NMSA 1978 only the matters that were client attorney privilege and the agenda items were discussed*
160 *during the closed session.*
161
162

163 **Motion:** To approve the Home Occupation application, **Action:** Approve, **Moved by** Councilor Jim Fahey,
164 **Seconded by** Councilor George Wright. **Vote:** Motion failed (**summary:** Yes = 3, No = 3). **Yes:** Councilor Ennio
165 Garcia-Miera, Councilor George Wright, Councilor Jim Fahey. **No:** Councilor David Dornburg, Councilor Pat
166 Clauser, Councilor Philip Gasteyer. Tie breaker by Mayor....Mayor voted No.....
167

168 **Motion:** affirm the P&Z decision to deny, **Action:** Approve, **Moved by** Councilor Philip Gasteyer, **Seconded by**
169 Councilor Pat Clauser.
170

171 **Motion:** friendly amendment: to affirm the P&Z decision to deny and to stipulate to applicant to reapply and
172 process followed correctly, **Action:** Amend, **Moved by** Councilor David Dornburg, **Seconded by** Councilor
173 Ennio Garcia-Miera.
174

175 **Vote:** Motion passed (**summary:** Yes = 4, No = 2) **Yes:** Councilor David Dornburg, Councilor Ennio Garcia-
176 Miera, Councilor Pat Clauser, Councilor Philip Gasteyer. **No:** Councilor George Wright, Councilor Jim Fahey.
177

178 ADJOURN:
179

180 **Motion:** To adjourn, **Action:** Approve, **Moved by** Councilor Jim Fahey, **Seconded by** Councilor Ennio Garcia-
181 Miera
182

183 **Approved and passed the 13th day of September.**
184
185
186
187

188 _____
Jennifer A. Hise, Village Clerk



VILLAGE OF CORRALES
RESOLUTION NO. 16-31

**AUTHORIZING ADJUSTMENTS OF VARIOUS
FUNDS FOR FISCAL YEAR 2016-2017**

Whereas, additional revenues, expenditures and reimbursables need to be adjusted in the FY 2016-2017 Budget, see attachment A;

Therefore, be it resolved that the Governing Body of the Village of Corrales authorizes adjustment of various funds and authorizes the Administration to submit this Resolution to the Department of Finance and Administration for review and approval.

APPROVED this 13th day of September, 2016.

APPROVED:

Honorable Scott Kominiak
Mayor, Village of Corrales

ATTEST:

Jennifer A. Hise
Village Clerk

Budget Adjustment Request Resolution 16-031

September 8, 2016

The Administration/Finance Department requests the following adjustments:

Special Revenue Fund

Fund 226-1923 PD Special Fund – Create revenue and expenditure budget in the amount of \$145,000 for executed contract of NM State Legislative Appropriation.

Summary for Resolution 16-32 - A resolution authorizing and approving submission of a completed application for financial assistance and project approval to the New Mexico Finance Authority and the New Mexico Water Trust Board.

The Village of Corrales has submitted the Mitigation Project Grant Application for the Salce Basin Flood Hazard Mitigation Project. As a requirement of project eligibility, the applicant is required to commit to providing a minimum of 25% of the total project funding as match for the project.

The State of New Mexico DHEM has appropriated funds to cover 12.5% of the 25% required match, and is making those funds available to the Village project. The Village of Corrales must commit to providing at a minimum, a 13.6% match (based on project total of \$2,199,515.00) in the amount of \$299,134 as required through its general fund and in-kind labor.

The Village is eligible to apply for NM Water Trust Board funding to help with the Village required match of grant funding. The Village has submitted a Notice of Intent to NMFA and the NMWTB and also requires a Resolution by Council to continue application for funding of \$299,134.



VILLAGE OF CORRALES

RESOLUTION 16-32

A RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED APPLICATION FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL TO THE NEW MEXICO FINANCE AUTHORITY AND THE NEW MEXICO WATER TRUST BOARD

WHEREAS, the Village of Corrales (the “Village”) is a qualifying entity under the Water Project Finance Act, Sections 72-4A-1 through 72-4A-11, NMSA 1978 (the “Act”), and the Village Council, the Governing Body of the Village (“Governing Body”), is authorized to apply for grants or loans and to borrow funds and/or issue bonds for the financing of public projects for the benefit of the Village and the public; and

WHEREAS, the Water Trust Board was established for the purpose, among other duties, of prioritizing the planning and financing of water projects pursuant to the Act; and

WHEREAS, the New Mexico Finance Authority (the “Authority”) has been tasked with developing application procedures and forms for qualifying entities to apply for grants and loans from the Water Project Fund pursuant to the Act; and

WHEREAS, the Village upon the authority of the Governing Body intends to undertake the acquisition, construction and improvement of storm water conveyance, retention, detention, storage and discharge structures for flood prevention and control of storm water in the Salce Basin Flood Hazard Mitigation (the “Project”) within the Village; and

WHEREAS, the funding application (the “Application”) prescribed by the Authority is in the process of completion by Village staff and submittal in appropriate form, and this Resolution approving submission of the completed Application to the Authority and the Water Trust Board is required for their review as part of the Application.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Village of Corrales that:

1. All action (not inconsistent with the provisions hereof) heretofore taken by the Governing Body and the officers, employees and contractors of the Village directed toward the Application and the Project is hereby ratified, approved and confirmed.
2. The completed Application prepared by the Village administration for submittal to the Authority and the Water Trust Board is hereby approved and confirmed.
3. The officers and employees of the Village are hereby requested and directed to submit the completed Application to the Authority for its review and are further requested to take such other action as may be requested by the Authority and the Water Trust Board in their consideration and review of the Application and to further proceed with the arrangements for financing of the Project.

4. All acts and resolutions of the Governing Body and the Village in conflict with this Resolution are hereby rescinded, annulled and repealed.

5. This Resolution shall be effective immediately upon its adoption and execution by the Mayor and Village Clerk.

PASSED, APPROVED AND ADOPTED by the Governing Body of the Village of Corrales this 13th day of September, 2016.

APPROVED:

The Honorable Scott Kominiak
Mayor, Village of Corrales

ATTEST:

Jennifer A. Hise
Village Clerk

NOTICE OF INTENT TO APPLY FOR 2017 WATER TRUST BOARD FUNDING

This Notice of Intent (“NOI”) serves as i) notification of the Applicant’s desire to apply for Water Trust Board (“WTB”) funding for the 2017 cycle, and ii) the initial step of the registration process to access the New Mexico Finance Authority’s (“NMFA”) online application and account system, EnABLE (“EnABLE”) for WTB funding. WTB funding applications may only be submitted via EnABLE.

Registration involves completing this NOI and identifying the individual who will be the Primary Contact for submitting the application. The Primary Contact, upon completion of the registration process, will be empowered to create additional users for the EnABLE application system who will have access to the Applicant’s EnABLE account. Through this NOI, the applicant may also request access for up to two designated consultants who may assist in the application and upload documentation. Access for additional consultants may be requested through WTBAdmin@nmfa.net. Upon receipt of a properly completed NOI, the NMFA will send, by email, confirmation of our acceptance of your registration, and, if applicable, our acceptance of the registration of any consultant to use EnABLE, along with an assigned User name and temporary Password. The Primary Contact will also be provided instructions on how to create additional users for the EnABLE system. To access EnABLE, a user will be asked to submit a correct User Name and Password, as well as acknowledge certain terms of use.

I. Applicant Information:

Applicant Name:		The Village of Corrales	
Applicant Mailing Address		4324 Corrales Road	
City	Village of Corrales	County	Sandoval
State	NM	Zip	87048
Phone	505-897-0502	E-mail	jhise@corrales-nm.org

Applicant Primary Contact (Authorized to submit application and create and manage EnABLE users)			
Primary Contact Name		John Avila	
Primary Contact Title		Village Administrator	
Phone	505-897-0502	E-mail	javila@corrales-nm.org

Consultant Authorized to access EnABLE application system		Terri Gray	
Consultant's Title		Village Finance Officer	
Consultant's Firm		The Village of Corrales	
Mailing Address		4324 Corrales Road	
City	Corrales	County	Sandoval
State	NM	Zip	87048
Phone	505-897-0502	E-mail	tgray@corrales-nm.org

Consultant Authorized to access EnABLE application system		Steve Grollman	
Consultant's Title		Vice President and Engineer	
Consultant's Firm		Larkin Group	
Mailing Address		PO Box 3360	
City	Corrales	County	Sandoval
State	NM	Zip	87048
Phone	505-259-2170	E-mail	sgrollman@larkinm.com

Date of Governing Board's Adoption or Expected Adoption of Resolution Authorizing the Submission of an application to the Water Trust Board. Please note that the resolution is due with the application on October 3, 2016. Applicants needing additional time to work through their governing body approval process may submit the draft resolution with the application and receive an extension to November 1, 2016.
September 13, 2016

II. Project Information

Project Name:	Salce Basin Flood Hazard Mitigation		
Amount Requested	\$299,879.00		
Project Type:	Check <u>one</u> that applies		
Water Storage, Conveyance and Delivery			
Watershed Restoration and Management			
Endangered Species Act Collaborative			
Flood Prevention			X
Water Conservation or Treatment, Recycling or Reuse			

III. Project Description

Brief Project Description:

The Village of Corrales is programed for a FEMA Mitigation Project Grant Application for the Salce Basin Flood Hazard Mitigation Project. As a requirement of project eligibility, the applicant is required to commit to providing a minimum of 25% of the total project funding as match for the project. The NMDHSEM has appropriated funds to cover 12.5% of the 25% required match, and is making those funds available to the Village project. The Village of Corrales requests funding to provide at a minimum, a 13.6% match (based on project total of \$2,199,515.00) in the amount of \$299,134 as required.

Currently, flooding of private properties and local roadways creates a safety hazard for area residents during storm events. Roadway flooding makes local roadways unsafe for travel, which may prevent residents from leaving or accessing their properties. Flooding of private properties may also create safety hazards on the residential lots. Residents in Corrales depend on private wells and onsite septic and past flood events have contaminated well water.

Under the Proposed Action Alternative, storm drain pipe would be installed, retention ponds would be constructed, and some roadways would be re-graded and re-paved in Corrales, New Mexico. The project area is located in northwestern Corrales in the vicinity of Calle de Blas, Calle Blanca, and Sagebrush Drive. The project has been divided into the following 14 tasks to be constructed in various sequences

The project includes a total of 2.80 miles of linear segments for pipe installation and roadway grading and paving.

Task 1 involves the installation of 200 linear feet of 60-inch diameter pipe in an existing drainage channel between Loma del Oro and Salce Park North.

Task 2 involves the installation of 200 linear feet of 24-inch diameter pipe along the boundary between two residential lots on Calle de Blas, west of Calle Blanca and Salce Park South.

Task 3 involves the enlargement of an existing drain pond to hold stormwater runoff north of Calle de Blas, and west of Salce Park South.

Task 4 involves the re-grading and re-paving of Calle de Blas between the cul-de-sac at the west terminus of the road and Calle Blanca to the east.

Task 5 involves installation of 70 linear feet of 18-inch diameter pipe and reconstruction of a roadway section to direct flows away from homes to a Village-owned pond on the northeast corner of Sagebrush Drive and Griego Court.

Task 6 involves the creation of a drain pond within the Salce Park North property to hold stormwater runoff. The proposed pond would be approximately 200 feet long by 300 feet wide and 12 feet deep.

Task 7 involves the enlargement of an existing drain pond south of Sagebrush Drive and west of Calle Blanca to hold stormwater runoff.

Task 8 involves the enlargement of existing drain pond on the north side of Calle de Blas in the right-of-way to hold stormwater runoff

Task 9 involves the re-grading and re-paving of Calle de Blas between Calle Blanca to the west and the existing cul-de-sac, approximately 1000 feet east near the beginning of task 8.

Task 10 involves the creation of a drain pond on the north side of Calle de Blas extending from the east end of task 8, approximately 4000 feet to Loma Larga.

Task 11 involves the re-grading and re-paving of Calle de Blas from the east end of task 9, approximately 4000 feet east to Loma Larga.

Task 12 involves re-grading the south "loop" of Sagebrush Drive to direct flows into ponds on the south side of the roadway.

Task 13 involves re-grading the north "loop" of Sagebrush Drive to direct flows into ponds that would be created on the south side of the roadway.

Task 14 involves the installation of pipe within the right-of-way of Loma del Oro extending from task 1 to the east into the arroyo to the west.

The proposed project is located on land owned by the Village of Corrales and easements on private land. The total amount of disturbance would be approximately 11.60 acres.

IV. Declaration of Project Urgency

Section 1.3 of the Water Trust Board Project Management Policies provides additional consideration to projects that are considered Urgent. Does your project meet any of the following definitions of Urgent (check all that are applicable) and attach evidence of the determination from a Cabinet Secretary or designee.

Public health threats: projects that address existing and imminent public health threats resulting from waterborne disease outbreak and inadequate water supply

Yes No

Safe Drinking Water Act Compliance: projects that address existing and imminent threats resulting from acute and chronic risk contaminants. System must demonstrate that it has received three violations in the past year.

Yes No

Wildfire public safety: watershed projects that modify or break up fuels in such a way as to lessen catastrophic fire and its threat to public safety and damage to property?

Yes No

Dam safety: projects that correct safety deficiencies identified by the Office of the State Engineer and restore dams to a satisfactory condition

Yes No

Does your project address **other conditions declared an emergency** by the Governor of New Mexico or by a Cabinet Secretary of a state agency?

Yes No

V. Acknowledgement:

I have reviewed a copy of the Water Trust Board Project Management Policies Revised and Restated as of July 6, 2016. I understand that I will be invited to make a brief presentation regarding the application to the Water Trust Board at its meeting held on November 2nd and/or November 3rd, 2016.

I certify that:

I have the authority to designate a Primary Contact who will be authorized to submit an application via EnABLE;

the identified Primary Contact will have authority and ability to enroll local users to use EnABLE;

I have the authority to allow identified consultants to access to EnABLE; and

To the best of my knowledge, all information contained in this NOI is valid and accurate.

By: _____

(highest elected official or Authorized Officer)

Title: _____

Village Administrator

Print Name _____

John Avila

Date: _____

8/25/16

MOA for advertising with Sandoval County Tourism Alliance

This is who is contributing and where the money is going!

Contributors:

City of Rio Rancho - \$20,000
Sandoval County - \$10,000
Town of Bernalillo - \$5,000
JCDC - \$2,000
Corrales - \$1,000
Jemez Springs - \$1,000
Cuba - \$1,000

Since the State of NM has not released the opportunity of a Tourism Grant as in the past these communities have come together to work with a smaller budget. If the above grant becomes available, we will apply thus increasing money for promoting the communities in the County. **Corrales MainStreet is contributing the \$1,000 but we just need the Village to sign off on this MOA.**

We have \$40,000 to spend with the above funds...

GoNM – web presence	\$1,200
Sandoval County Travel Guide	4,000
Clear Channed – airport signage at baggage area	3,500
Billboard on I-25 (4 vinyl changes -Harvest Festival be on one)	3,200
County Fair Map	500
Lodgers Rack Card	175
Lamar Digital Billboard	3,000
RR the Magazine (inside Albuquerque the Magazine)	1,000
Fam Tour	1,200
Graphic Design Services	4,000
Account Management (Griffin & Assoc.)	4,500
Produce Newsletters and email thru Constant Contact	4,500
Fun & Games	2,940
Constant Contact – yearly fee	969
Go Daddy Domain registration	100
Flip Book	200
SubTotal	\$34,984
GRT	5,000
Total	\$39,984

**MEMORANDUM OF
AGREEMENT BETWEEN
THE COUNTY OF
SANDOVAL AND
VILLAGE OF CORRALES**

This Memorandum of Agreement is entered into this 13th day of September, between the COUNTY OF SANDOVAL (hereinafter referred to as the "COUNTY") and VILLAGE OF CORRALES (hereinafter referred to as the "VILLAGE").

WHEREAS, the COUNTY and VILLAGE wish to partner in promoting tourism to the VILLAGE and the COUNTY

WHEREAS, the VILLAGE wishes to provide funding to the COUNTY to jointly market and promote tourism destinations and attractions in the County and Village.

IT IS, THEREFORE, AGREED THAT:

1. COUNTY OBLIGATIONS:

A. Representative. The COUNTY hereby designates the Business Development and Tourism Department as the representative of the COUNTY, who serves as liaison between the COUNTY and the VILLAGE. This representative shall be available to the VILLAGE at all reasonable times within normal working hours of the COUNTY.

B. The COUNTY will use the funding provided herein to market and advertise tourism sites and attractions beginning November 1, 2016 and ending September 30, 2017. The COUNTY will assist in marketing and promoting the Village as a tourist destination to in-state and out of state travelers

2. VILLAGE OBLIGATIONS:

A Representative. The VILLAGE hereby designates the MAYOR or Designee as the representative of the VILLAGE, who serves as the liaison between the VILLAGE and the COUNTY. This representative

shall be available to the COUNTY at all reasonable times within the normal working hours of the VILLAGE. Any questions which arise between the VILLAGE and the COUNTY, during the term of this Agreement, shall be directed to the VILLAGE'S's designated representative.

B. Compensation. The VILLAGE will pay the COUNTY, a total amount of \$1,000.00. The COUNTY will submit to the VILLAGE an invoice and supporting documentation.

TERM:

The term of this Agreement shall become effective on the date of execution by all parties and shall terminate on September 30, 2017.

3. TERMINATION:

This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination.

This provision is not exclusive and does not waive either party's legal rights or remedies caused by the default or breach of this Agreement. Immediately upon receipt by either the COUNTY or VILLAGE of notice of termination of this Agreement, the VILLAGE shall: (1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the COUNTY; and (2) comply with all directives issued by the COUNTY in the notice of termination as to the performance of work under this Agreement.

4. ASSIGNMENT:

The County shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the VILLAGE.

5. **LIABILITY:**

As among the parties, each party acknowledges that it will be responsible for claims or damages arising from personal injury or damage to persons or property to the extent they result from negligence of that party's employees. The liability of COUNTY and the VILLAGE will be subject in all cases to the immunities and limitations of the New Mexico Tort Claims Act, Sections 41-4-1 *et seq.* NMSA 1978, as amended.

6. **RECORDS AND AUDIT:**

The COUNTY shall maintain detailed records of all services identified in Section 1 – COUNTY OBLIGATIONS. The VILLAGE shall have the right to inspect all records and to audit billings both before and after payment; payment under this Agreement shall not foreclose the right of the VILLAGE to recover excessive or illegal payments.

7. **RELEASE:**

The VILLAGE, upon final payment of the amount due under this Agreement, releases the COUNTY, its officers, agents and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The VILLAGE agrees not to purport to bind the COUNTY to any obligation not agreed to unless the VILLAGE has express written authority from the COUNTY to do so, and then only within the strict limitations of that authority.

8. **AMENDMENT:**

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto.

9. **USE OF FUNDS:**

The COUNTY's obligations under this Agreement shall be limited to jointly market and promote tourism destinations and attractions in the County and Village. In no event shall the COUNTY's obligations hereunder be a charge against the COUNTY's general fund.

10. PROCUREMENT REQUIREMENTS:

The COUNTY agrees to follow the State Procurement Code and applicable procurement regulations in the expenditures of any VILLAGE funds received. The COUNTY must retain a permanent file containing a record of all expenditures for a period of three years. The VILLAGE auditor may audit those accounts as part of the yearly audit.

11. SCOPE OF AGREEMENT:

This Agreement incorporates all the agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such agreements, covenants and understandings have been merged into this written Agreement. No prior agreement, covenant or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

12. APPLICABLE LAW:

This Agreement shall be governed by the Ordinances of the County of Sandoval and the laws of the State of New Mexico.

IN WITNESS WHEREOF, both the COUNTY and VILLAGE have caused this Memorandum of Agreement to be duly executed.

Scott A. Kominiak, Mayor

Phillip Rios, County Manager

APPROVED AS TO FORM:

Natalia Sanchez Downey, County Attorney

Eileen Garbagni, County Clerk

IN WITNESS WHEREOF, We, the Governing Body of the Village of Corrales approve the Memorandum of Understanding between the Village of Corrales and the County of Sandoval Business Development and Tourism Department, to partner in promoting tourism destinations and attractions.

APPROVED at the Regular Meeting held on September 13, , 2016, by the Village of Corrales Governing Body.

Mayor Scott A. Kominiak

Mayor Pro tem

Council Member

Council Member

Council Member

Clerk/Treasurer

(ATTEST)



VILLAGE OF CORRALES

MEMORANDUM

Meeting Date: September 8, 2016

SUBJECT/TITLE	VFA Grant
DEPARTMENT	Fire

BACKGROUND AND ANALYSIS:

Requesting permission to apply for a grant from the New Mexico Department of Energy, Minerals and Natural Resources Forestry division. The grant is only for communities with a population under 10,000. The grant is focused on wildland fire fighting objectives.

FISCAL IMPACT:

This grant has a 10 % match if awarded. The match will be from Fire Fund, General fund or In-kind Match..

COMMUNITY IMPACT:

Corrales has a large threat due to the widland urban interface 11 miles of Bosque make up the eastern boarder of the Village. Homes are located on the Bosque's' edge.. Urban interface fire and structure fire leading to an urban interface fire are large threats in Corrales.

DEPARTMENT COMMENTS/RECOMMENDATION:

Allow the Fire department to proceed with the grant.

REVIEWED BY:

FIRE VILLAGE CLERK _____ LIBRARY _____ PLANNING AND ZONING _____

POLICE _____ FINANCE _____ PARKS/RECREATION _____ PUBLIC WORKS _____

Written approvals attached, if applicable

- PUBLIC SERVICE CO. NM DEPARTMENT OF TRANSPORTATION NM SELF INSURERS' FUND
- BOARD, COMMISSION, ADVISORY COUNCIL OTHER _____

Prepared by: Anthony J. Martinez Date: 09-08-2016
 Signature

Attachments: 1 VFA application

APPLICATION PACKET

Cooperative Fire Assistance through support from the USDA Forest Service

Volunteer Fire Assistance Application Guidelines

I. General Description

The New Mexico Energy, Minerals and Natural Resources Department (EMNRD), Forestry Division (Division) is seeking Applications (Exhibit 1) for the Volunteer Fire Assistance Program (VFA). This VFA grant is provided through emergency funds made available by the U.S. Department of Agriculture, Forest Service (Forest Service) to protect communities from catastrophic wildland fire. Grant funding focuses primarily on wildland fire objectives including: 1) equipping rural fire departments with wildland fire equipment; 2) organizing rural fire departments for wildland fire response; and 3) wildland fire prevention. Structural firefighting objectives are a lower priority, but EMNRD may consider them if benefit from these projects will carry over into wildland objectives.

EMNRD will give higher priority to projects that enhance local governmental entities' capabilities to safely respond to and manage wildland fires through the response of their rural/volunteer fire departments, focusing on the wildland objectives described above. EMNRD may also give consideration to structural fire objectives showcasing a regional benefit, though this will be given a lower priority.

II. VFA Eligibility

Eligible Applicants are municipalities, counties, or tribes or pueblos that service rural communities with less than 10,000 people and who can provide 10% cost-share match. Each Application must include a narrative of the proposed project's wildland objective and how this project will benefit these communities. Applicants who follow the National Incident Management System – Incident Command System (NIMS ICS) in day-to-day operations will receive higher scores than those who do not.

EMNRD will place a strong emphasis on wildland personal protective equipment (PPE) and firefighting equipment (FFE). Items with an individual cost greater than \$5,000 are considered capital outlay and are not eligible for funding.

All-Terrain Vehicles and Utility-Terrain Vehicles are NOT eligible for funding.

III. VFA Agreements and Cost-Sharing

Each VFA grant recipient must provide a cost-share of 10 percent. In-kind contributions are accepted by VFA program guidelines at a general rate of \$23.56 per hour. All projects must be completed by December 31, 2017. Federal funds cannot be used as the 10 percent match. The VFA recipient is required to use state or local funds for the required match.

IV. Uses of VFA Grant

The primary focus of VFA funding is to strengthen a local government's capability to organize and respond to wildland fire. Examples include:

- projects that provide for the purchase of wildland fire equipment;
- funding fire prevention projects that reduce the number of human caused fires and protect the public. Possible prevention projects include defensible space workshops, development of debris burning permit system, or adoption of wildland urban-interface ordinances; or
- hiring of a wildland coordinator to work with departments to set up wildland fire training, track wildland fire qualifications, and develop interagency agreements such as the New Mexico Resource Mobilization Plan.

VFA cost-share rates may vary depending on allotted funding from the Forest Service. The maximum grant amount for equipment projects is \$20,000.00 and the maximum grant amount for prevention and organizational projects is \$24,999.00.

V. Criteria and Contract Award

The Division shall rate Applications based on the criteria contained in Exhibits 2 and 3. Successful Applicants shall enter into either a Grant Award Agreement (Exhibit 4), or Governmental Services Agreement (Exhibit 5), depending on project type, for the expenditure of the VFA funds.

All applicants also complete the Financial Capability Questionnaire (Exhibit 6), per Office of Management and Budget (OMB) 2 C.F.R. § 200.331(a)(2) and (3). The Forest Service requires the Division to have each applicant complete Exhibit 6 in order to be eligible for funding consideration.

Applications may be funded at whole or in part dependent upon ranking structure from total applications received.

Applicants must be compliant with the requirements of the State Audit Act, NMSA 1978, §§ 12-6-1 through 12-6-14, as well as federal audit requirements. To show compliance, the Applicant must check the website below to indicate if the Applicant's fiscal agent's (county or municipality) audits are available online at <http://www.saonm.org/home> for Fiscal Years 10, 11, 12, 13, 14, and 15. Applicants who fail to provide correct and accurate information on the audits above will be disqualified.

VI. Response Contents and Due Date

Applicants shall submit one original and four identical hard copies of the completed Application and Fiscal Capability Questionnaire to the address below, no later than 5 p.m., November 18, 2016. Applications sent by mail must be physically received at EMNRD on that date. EMNRD will not accept Applications sent by e-mail or fax.

Brian Filip
EMNRD - Forestry Division
1220 S. St. Francis Drive, Santa Fe, N.M., 87505
Telephone: (505) 476-3350

Note: Exhibits 2, 3, 4, and 5 provided as examples only; Applicants do not need to fill in or return Exhibits 2, 3, 4, or 5.

**Exhibit 1
Assistance (VFA) Grant Application
Federal Fiscal Year 2017**

Fiscal Agent Applicant Name (Municipality, County, Tribe, or Pueblo):		County:		
Fiscal Agent Applicant Mailing Address (City, State, Zip):				
Telephone:	Fax:	E-mail:		
Fiscal Agent Federal Tax Identification Number:				
Fiscal Agent State Identification Number (CRS):				
Fiscal Agent DUNS#: (Reminder this should be the County or Municipality DUNS number and not the individual fire department. Required of all federal financial assistance applicants effective Oct. 2003. Obtain at http://smallbusiness.dnb.com/ or by calling 800-333-0505)				
Fire Department Name:				
Is your fire department or your fiscal representative registered at the System for Award Management (SAM)?				
<input type="checkbox"/> Yes (Registrations <i>MUST</i> be updated through the website every year or you become inactive. Please check your status.)				
<input type="checkbox"/> No (If no, please go to www.sam.gov to complete required registration. No assistance can be provided without SAM registration.)				
Applicant certifies that by signing this Application, Applicant is compliant with the requirements of the State Audit Act, NMSA 1978, §§ 12-6-1 through 12-6-14, as well as federal audit requirements. To show compliance, the Applicant must check the website below to indicate if the Applicant's fiscal agent's (county or municipality) audits are available online: http://www.saonm.org/home				
Applicants who fail to provide correct and accurate information on the audits below will be disqualified.				
Please indicate if the audits for your fiscal agent (county or municipality) are available online at the State of New Mexico Auditor's website.				
Fiscal Year 2011	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Fiscal Year 2012	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Fiscal Year 2013	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Fiscal Year 2014	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Fiscal Year 2015	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
If you indicated NO to any of the above, you must submit a copy of that fiscal year's report sent to the State Auditor's Office with this Application.				
Fire Department Mailing Address:			Contact Person:	
Cell Phone:	Fax:	E-mail:		
Grant Amount Requested	\$			
Local Government Match	\$			
Total Project Costs	\$			

1. Is your community population under 10,000? (Check one)	
Yes <input type="checkbox"/> (proceed to item 2 below) No <input type="checkbox"/> (Applicant does not qualify for VFA)	
2. Which category best describes your project? (Check one)	
A. Training <input type="checkbox"/>	B. Equipment <input type="checkbox"/>
C. Organizing <input type="checkbox"/>	D. Prevention (VFA only) <input type="checkbox"/>
3. Do you currently have a cooperative agreement with the Energy, Minerals and Natural Resources Department, Forestry Division? (Check One)	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
If No, do you have an agreement with a federal agency? Which one?	
4. What is your fire department's classification by the State Fire Marshal's Division?	
ISO Class	For how long?
5. Is your fire department adjacent to federal land? (Check one)	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
Does your fire department use NIMS (ICS) in day-to-day operations?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
6. Does your fire department initial attack or fight wildland fires on or near federal land? (Check one) Name of federal Fire Manager you work with:	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
7. If you answered yes to question 6, Check (√) agency below.	
Bureau of Land Management <input type="checkbox"/>	National Park Service <input type="checkbox"/>
Bureau of Reclamation <input type="checkbox"/>	Fish and Wildlife Service <input type="checkbox"/>
Bureau of Indian Affairs <input type="checkbox"/>	U.S. Forest Service <input type="checkbox"/>
8. Wildland fire training? (indicate number of people who have completed each course)	
Basic wildland training (S-130, S-190)?	Advanced wildland training (S-205, S-290)?
9. How many engines does your fire department have?	
Wildland?	Structural?
10. Project description, objectives and benefits - PLEASE DETAIL YOUR PROJECT ON A SEPARATE SHEET OF PAPER ATTACHED TO THIS APPLICATION	
11. Please describe proposed project budget	

1. Item	2. Federal Grant Amount*	3. Applicant Match**	4. Total Item Cost
Example: Wildland coordinator	\$20,000.00	\$2,000.00	\$22,000.00
20,000 x 1.10 = Total with Match (column 4)			
Grand Total	\$	\$	\$
12. Do any of the items listed in this Application have an individual cost of more than \$5,000.00?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
13. Did you receive a VFA Award in Calendar Year 2016?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

* The grant award amount (Column 2) will be 90 percent of total project cost (Column 4)

** Applicant match (Column 3) must be 10 percent of the federal grant amount cost to be eligible for funding.

As a suggestion from program managers, when you draft your budget, list all items for which you are applying funding for and enter the total cost for each item in Column 4, then calculate the Grand Total. Applicants have the option to apply local match to each item. The grand total for local match MUST equal 10 percent.

Hint: To calculate applicant match of 10% for any grant amount, use this formula as an example.

- A) Grant Amount (Column 2) x 1.10= Total Cost with Match Included (Column 4)
 $\$10,000 \times 1.10 = \$11,000.00$ - Total Cost with Match Included
- B) Total Cost for item (Column 4) /1.10 = Federal Grant Amount (Column 2)
 $(\$11,000 / 1.1) = \$10,000$ - Federal Grant Amount (Column 2)

[This space intentionally left blank.]

OFFICIAL REPRESENTATIVES

The VFA program manager designates the people listed below as the official representatives responsible for overall fiscal and programmatic supervision of the grant and may contact them during the application review process. Please print legibly.

FISCAL REPRESENTATIVE	PROGRAM REPRESENTATIVE
Name:	Name:
Title:	Title:
Mailing Address:	Mailing Address:
Telephone:	Work Telephone:
	Cellular Number:
Fax:	Fax:
Email:	E-mail:
Other Contact Information:	Other Contact Information:

This application for VFA funding is hereby approved for submittal.

Signature of Authorized Local Government Representative

Print Name

Title

Date Application Submitted

**Exhibit 2
Eligibility Checklist
Pre-Award
(EMNRD – Forestry Division Use Only)**

Applicant Name:		Reviewer Name:				
Project Name:		Date:				
Determination:	<input type="checkbox"/> Subrecipient	<input type="checkbox"/> Contractor				
<p>Only applicants who receive a “Yes” answer for each of the items listed below will be considered to receive federal funds in the form of a subaward. Only applicants who receive a “Yes” answer for each of the items listed below with an asterisk will be considered to receive federal funds in the form of a contract.</p>						
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	NA	*The Forestry Division has determined the applicant qualifies as a subrecipient or contractor using the Subrecipient-Contractor Determination Checklist.
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	NA	The Forestry Division has confirmed the applicant has an active registration in SAM. (Applicant must be registered in SAM using a valid DUNS number and must maintain an active SAM registration annually.)
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	NA	The Forestry Division has confirmed the applicant has an active DUNS number in the System for Award Management (SAM) and that the applicant name matches the registered DUNS number.
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	NA	*The Forestry Division has confirmed the applicant is not suspended or debarred using SAM to determine exclusions. (Pursuant to 2 C.F.R. Part 180, provisions restrict federal awards, subawards and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in federal programs or activities. The Division reviewer must attach a hard copy of the record to this checklist to document eligibility.)
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	NA	The Forestry Division has confirmed the applicant is in compliance with federal and state audit requirements. (Applicant must have a Certification, Agreed Upon Procedures or Single Audit on file with OSA and must be in compliance from Fiscal Years 10 through most current audit cycle.)
						Applicants may be acting in both capacities. Use the checklist by determination, answering the questions as they pertain to the potential subaward or contract in question. An applicant will receive an “NA” for checklist questions that do not have an asterisk.

**Exhibit 3
2016 VFA Project Application Evaluation Form
(EMNRD – Forestry Division Use Only)**

			Date:
Applicant (Local Government)		Fire Department:	
Forestry Division District		Reviewer Name/Agency	
Eligibility: (Project Application must meet the following to be rated.)			
Yes	No		
<input type="checkbox"/>	<input type="checkbox"/>	Applicant must serve a community less than 10,000 people.	
<input type="checkbox"/>	<input type="checkbox"/>	Agreement with EMNRD, Forestry Division for Cooperative Wildland Fire Suppression and Resource Mobilization.	
Applicant (Fire Department) Description Score: (Maximum: 40 points)			
Yes	No		
<input type="checkbox"/>	<input type="checkbox"/>	State Fire Marshal's fire department classification better than the minimum (Class 10). (5 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Adjacent to a wildland/urban interface high-risk community. (10 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Participates on Initial attack of wildland fires and sends reports to Forestry Division. (10 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Participates in basic (5 points) and advanced (5 points) wildland fire training. (10 points total)	
<input type="checkbox"/>	<input type="checkbox"/>	Meets NIMS requirement. (5 points)	
Project Description Score: (Maximum: 40 points)			
Yes	No		
<input type="checkbox"/>	<input type="checkbox"/>	Emphasize wildland fire objectives that would strengthen wildland fire organizational capability. (10 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Emphasize wildland fire prevention (credit for wildland equipment – structural equipment purchases can be used as applicant match). (5 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Emphasize projects that have a regional or multi-agency benefit meeting wildland fire objectives. (10 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Requests for wildland fire equipment and wildland fire training will be considered. (5 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Fire Department need for wildland fire support. (10 points)	
Project Budget Score: (Maximum: 20 points)			
Yes	No		
<input type="checkbox"/>	<input type="checkbox"/>	Proposed budget is realistic and concise. (5 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Proposed budget is consistent with project objectives that will be successful. (5 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Budget is complete and identifies total cost by item. (5 points)	
<input type="checkbox"/>	<input type="checkbox"/>	Appropriate cost share has been identified. (Applicant (local government) must provide 10 percent cost-share. (5 points)	
Maximum points available: 100			
Comments: (Please justify score)			

Exhibit 4

**GRANT AWARD AGREEMENT
BETWEEN THE
NEW MEXICO ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT
AND
CONTRACTOR**

THIS AGREEMENT is made and entered into by and between the New Mexico Energy, Minerals and Natural Resources Department (EMNRD) and (insert name of Contractor) Contractor.

This Agreement is entered by EMNRD's authority at NMSA 1978, §§ 68-2-6 and 68-2-8 and is subject to all federal legislation, regulations, and policies applicable to the U.S. Department of Agriculture, National Fire Plan - Volunteer Fire Assistance Program (VFA).

The parties mutually agree:

1. Scope of Work: Contractor shall purchase Personal Protection Equipment (PPE) or Fire Fighting Equipment (FFE) designated under the State of New Mexico – General Services, Price Agreement 40-521-14-05639 (Price Agreement). EMNRD's Forestry Division (Division) will provide Contractor with a copy of the Price Agreement with the Notice to Proceed.

A. Contractor may purchase the PPE or FFE directly from the Price Agreement or from another source as long as Contractor follows its own procurement rules and policy when selecting a vendor. Firefighting boots and individual items with a cost greater than \$5,000.00 are not eligible for purchase under this Agreement.

B. Communications equipment (portable and handheld radios) is eligible for purchase under this Agreement. All communications equipment Contractor purchases must be "Project 25" compliant (a national standard for communications equipment) and field programmable. No individual radio can cost more than \$5,000.00.

C. Contractor has discretion as to the amount of equipment it acquires under this Agreement, as long as the items are covered under the Price Agreement. Any changes to or deviation from the items listed in the Price Agreement requires the EMNRD VFA Coordinator's written consent.

2. Compensation:

A. EMNRD shall reimburse Contractor 90% of items purchased only upon receipt of one detailed and certified statement evidencing purchase of and payment for equipment purchased under this Agreement along with copies of supplier invoices.

B. VFA grant award to Contractor shall be:

Amount of Grant: \$ _____
Local Match: \$ _____
Total Budget: \$ _____

3. Auditing Procedures:

A. Equipment – Equipment Contractor acquires under this Agreement shall be subject to audit by EMNRD pursuant to Office of Management and Budget Circular A-133. Title to the equipment vests in Colfax County. Contractor shall manage, use, and dispose of the equipment in accordance with 7 C.F.R. 3016.32 (Attachment 1).

B. Supplies – Supplies Contractor acquires under this Agreement that are worth more than one hundred dollars (\$100.00) shall be subject to EMNRD’s audit pursuant to Office of Management and Budget Circular A-133. Title to the supplies vests in Contractor.

C. Financial Records - Financial records involving procurement and all other related records including programmatic records, supporting documents, and statistical records under this Agreement shall comply with all federal, state, and local government auditing requirements, including 2 C.F.R. Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A–87,) and in particular federal grant management rules pertaining to the National Fire Plan – Volunteer Fire Assistance Grant. Fiscal agent shall retain these records until December 31, 2023.

4. Grant Award Provisions:

A. Contractor shall comply with all applicable provisions of U.S. Department of Agriculture, Forest Service, Grant No. 14-DG-11031600-068, Federal Fiscal Year 2016 Cooperative Forestry Assistance Award. The Division shall provide Contractor with a copy of the grant with the Notice to Proceed.

B. This VFA grant is awarded on the basis of information provided in Contractor’s application submitted for VFA funding in federal Fiscal Year 2017 to be eligible for cost sharing, Contractor shall purchase all equipment and supplies after the Agreement’s effective date and no later than December 1, 2017.

C. Contractor must submit to EMNRD one reimbursement claim including reimbursement request, invoices, cancelled checks, and proof of payments no later than December 15, 2016 or reimbursement cannot be made. The reimbursement claim shall include the Agreement number, for which the claim is being submitted, matching funds provided by Contractor, and the total amount being requested by Contractor for reimbursement.

D. Contractor assures that it has legal authority to receive monies for purposes intended hereby and to accomplish the objectives set forth in Attachment 1 and that it has the ability and intention to finance its share of the costs of the firefighting equipment.

5. Term: This Agreement becomes effective when executed by an authorized representative of Contractor and of EMNRD and when DFA encumbers funds for this Agreement. It shall terminate on December 31, 2017.

6. Termination: Either party may terminate this Agreement upon written notice delivered to the other at least 10 days prior to the intended termination date. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to termination.

7. Amendment: This Agreement shall not be altered, changed, or amended except by instrument in writing executed by the parties hereto.

8. Appropriations: This Agreement's terms are contingent upon the New Mexico State Legislature and U.S. Department of Agriculture, Forest Service granting sufficient appropriation and authorization. If sufficient appropriation or authorization is not granted, EMNRD may terminate this Agreement, or in the alternative suspend performance pending approval of sufficient appropriation or authorization, upon written notice from EMNRD to Contractor. EMNRD's decision as to whether sufficient appropriations are available shall be at its sole and absolute discretion and shall be final, binding, and accepted by Contractor.

IN WITNESS WHEREOF, the parties hereto have herein below executed this Agreement.

**STATE OF NEW MEXICO, ENERGY, MINERALS AND NATURAL RESOURCES
DEPARTMENT**

By: _____ Date: _____
Cabinet Secretary or Designee

CONTRACTOR

By: _____ Date: _____
Authorized Representative Signature

Printed Name and Title

Attachment 1 to GAA
Code of Federal Regulations

Title 7 – Agriculture

Volume: 15

Date: 2014-01-01

Current as of: 2016-08-23

Title: PART 3016 - UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS

Context: Title 7 - Agriculture. Subtitle B - Regulations of the Department of Agriculture (Continued). CHAPTER XXX - OFFICE OF THE CHIEF FINANCIAL OFFICER, DEPARTMENT OF AGRICULTURE.

3016—UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS

Subpart C -- Changes, Property, and Subawards

§3016.32 Equipment.

(a) Title. Subject to the obligations and conditions set forth in this section, title to equipment acquired under a grant or subgrant will vest upon acquisition in the grantee or subgrantee respectively.

(b) States. A State will use, manage, and dispose of equipment acquired under a grant by the State in accordance with State laws and procedures. Other grantees and subgrantees will follow paragraphs (c) through (e) of this section.

(c) Use. (1) Equipment shall be used by the grantee or subgrantee in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by Federal funds. When no longer needed for the original program or project, the equipment may be used in other activities currently or previously supported by a Federal agency.

(2) The grantee or subgrantee shall also make equipment available for use on other projects or programs currently or previously supported by the Federal Government, providing such use will not interfere with the work on the projects or program for which it was originally acquired. First preference for other use shall be given to other programs or projects supported by the awarding agency. User fees should be considered if appropriate.

(3) Notwithstanding the encouragement in §3016.25(a) to earn program income, the grantee or subgrantee must not use equipment acquired with grant funds to provide services for a fee to compete unfairly with private companies that provide equivalent services, unless specifically permitted or contemplated by Federal statute.

(4) When acquiring replacement equipment, the grantee or subgrantee may use the equipment to be replaced as a trade-in or sell the property and use the proceeds to offset the cost of the replacement property, subject to the approval of the awarding agency.

(d) Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part with grant funds, until disposition takes place will, as a minimum, meet the following requirements:

(1) Property records must be maintained that include a description of the property, a serial number or other identification number, the source of property, who holds title, the acquisition date, and cost of the property, percentage of Federal participation in the cost of the property, the location, use and condition of the property, and any ultimate disposition data including the date of disposal and sale price of the property.

(2) A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.

(3) A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft shall be investigated.

(4) Adequate maintenance procedures must be developed to keep the property in good condition.

(5) If the grantee or subgrantee is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

(e) Disposition. When original or replacement equipment acquired under a grant or subgrant is no longer needed for the original project or program or for other activities currently or previously supported by a Federal agency, disposition of the equipment will be made as follows:

(1) Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained, sold or otherwise disposed of with no further obligation to the awarding agency.

(2) Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained or sold and the awarding agency shall have a right to an amount calculated by multiplying the current market value or proceeds from sale by the awarding agency's share of the equipment.

(3) In cases where a grantee or subgrantee fails to take appropriate disposition actions, the awarding agency may direct the grantee or subgrantee to take excess and disposition actions.

(f) Federal equipment. In the event a grantee or subgrantee is provided federally-owned equipment:

(1) Title will remain vested in the Federal Government.

(2) Grantees or subgrantees will manage the equipment in accordance with Federal agency rules and procedures, and submit an annual inventory listing.

(3) When the equipment is no longer needed, the grantee or subgrantee will request disposition instructions from the Federal agency.

(g) Right to transfer title. The Federal awarding agency may reserve the right to transfer title to the Federal Government or a third part named by the awarding agency when such a third party

is otherwise eligible under existing statutes. Such transfers shall be subject to the following standards:

(1) The property shall be identified in the grant or otherwise made known to the grantee in writing.

(2) The Federal awarding agency shall issue disposition instruction within 120 calendar days after the end of the Federal support of the project for which it was acquired. If the Federal awarding agency fails to issue disposition instructions within the 120 calendar-day period, the grantee shall follow §3016.32(e).

(3) When title to equipment is transferred, the grantee shall be paid an amount calculated by applying the percentage of participation in the purchase to the current fair market value of the property.

Exhibit 5

**STATE OF NEW MEXICO
GOVERNMENTAL SERVICES AGREEMENT
BETWEEN THE
ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT
AND
CONTRACTOR**

THIS AGREEMENT is made and entered into by and between the State of New Mexico Energy, Minerals, and Natural Resources Department (EMNRD) and **(Insert Contractor name. Remove this instruction.)** (Contractor).

THE PARTIES MUTUALLY AGREE:

1. Scope of Work: Contractor shall:

(Insert brief description of work. Remove this instruction.)

Contractor shall also provide brief written progress reports to EMNRD on a *(weekly, bi-weekly, monthly, quarterly, annual, with each request for payment/reimbursement or some other time frame)* basis. *(All contracts must have reporting requirements, or the program manager must justify the lack of reports in a written memo to the file for auditing purposes.)*

2. Compensation: *(For paragraph A, select option 1, 2, 3 or 4)*

Option 1: Work Product. If you choose this option, remove this Option 1 heading and remove the optional Paragraph As below.

A. EMNRD shall pay Contractor for services satisfactorily performed pursuant to the Scope of Work and as specified below. This amount shall not exceed _____ (\$ _____), including New Mexico gross receipts taxes, if any, and any travel pursuant to Paragraph B of this Compensation Section. EMNRD shall make payment upon the satisfactory and timely completion of the work described in the Scope of Work and for no more than the maximum amount set forth below for each deliverable:

(Insert deliverables/payment schedule here. Remove this instruction)

This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein or the amounts state per task. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying EMNRD when the services provided under this Agreement reach the total compensation amount. In no event shall the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to those services in excess of the total compensation amount being provided. EMNRD MUST receive all invoices no later than 15 days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date SHALL NOT BE PAID.

Option 2: Lump Sum Amount Upon Completion of All Work. If you choose this option, remove Paragraph B of this Compensation Section as well and re-letter successive paragraphs accordingly. Remove the paragraph above it. Remove this Option 2 heading.

A. Upon satisfactory completion of services, EMNRD shall pay Contractor for services satisfactorily performed pursuant to the Scope of Work in an amount not to exceed _____ (\$ _____), which amount includes New Mexico gross receipts taxes, if any, and any travel, if necessary. In no event shall the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to those services in excess of the total compensation amount being provided. EMNRD MUST receive all invoices no later than 15 days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date SHALL NOT BE PAID.

Option 3: Time and Materials. If you choose this option, remove this Option 3 heading and the paragraphs above it.

A. EMNRD shall pay Contractor for services rendered and amount not to exceed _____ (\$ _____) per (hour, day, week, month), such compensation not to exceed _____ (\$ _____) in total, which amount includes travel as shown in within this Paragraph 2. EMNRD shall reimburse Contractor for the cost of materials necessary under this Agreement for an amount not to exceed _____ (\$ _____). This amount is a maximum and not a guarantee that the work assigned to Contractor under this Agreement to be performed shall equal the amount stated herein. EMNRD MUST receive all invoices no later than 15 days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date SHALL NOT BE PAID. Payment shall not relieve the Contractor of any unperformed obligations under the Scope of Work.

B. EMNRD shall pay such travel expenses as may be incurred in, and that are necessary for, this Agreement's performance at the rates established in the New Mexico Per Diem and Mileage Act, NMSA 1978, §§ 10-8-1, *et seq.* as implemented by the current Department of Finance and Administration (DFA) rule and the current EMNRD travel policy.

C. Contractor shall be responsible for paying New Mexico Governmental Gross Receipts taxes, if any, levied on amounts payable under this Agreement.

D. Contractor must submit detailed statements accounting for all services performed, goods obtained, and expenses incurred. ***(Vouchers must be supported by approved purchase order or equivalent document and invoice by the supplier, evidencing the propriety of each claim for payment. Wage amounts charged shall be based upon payrolls maintained by Contractor and must be supported by time and attendance sheets.)*** If EMNRD finds that the statement, services, goods, or expenses are not acceptable, within 30 days after the date of receipt of (i) written notice from the Contractor that payment is requested, and (ii) all supporting documentation, EMNRD shall provide the Contractor a letter of exception explaining the defect or objection to the statement, services, goods, or expenses, and outlining steps the Contractor may take to provide remedial action. Upon EMNRD's certification that the statement, supporting documentation, services, goods, or expenses have been received and accepted, EMNRD shall tender payment to the Contractor within 30 days after the date of acceptance. If payment is

made by mail, the payment shall be deemed tendered on the date it is postmarked. However, EMNRD shall not incur late charges, interest, or penalties, for failure to make payment within the time specified herein.

Option 4: Advance of Funds. If you choose this option, remove all the previous choices. Remove this Option 4 heading.

A. Within XX days following this Agreement's effective date, EMNRD shall transfer to Contractor _____ (\$ _____), which shall include New Mexico Governmental Gross Receipts Taxes, if applicable, for completion of the Tasks described in the Scope of Work above. Payment shall not relieve Contractor of any unperformed obligations under the Scope of Work.

B. Upon expiration or termination of this Agreement, if either party has property or funds in its possession belonging to the other, it shall return the property or funds in proportion to the parties' original contribution.

C. Contractor shall be responsible for paying New Mexico Governmental Gross Receipts taxes levied on amounts payable under this Agreement, if applicable.

3. **Term:** This Agreement becomes effective when executed by an authorized representative of Contractor and of EMNRD and when DFA encumbers funds for this Agreement. It shall terminate on *(Insert date)* unless earlier terminated pursuant to Section 4, Termination, or Section 5, Appropriations, below.

4. **Termination:** Either party may terminate this Agreement upon written notice delivered to the other at least 10 days prior to the intended termination date. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to termination.

5. **Appropriations:** This Agreement's terms are contingent upon the New Mexico State Legislature *(option - and insert name of federal funding agency)* granting sufficient appropriation and authorization. If sufficient appropriation or authorization is not granted, EMNRD may terminate this Agreement, or in the alternative suspend performance pending approval of sufficient appropriation or authorization, upon written notice from EMNRD to Contractor. EMNRD's decision as to whether sufficient appropriations are available shall be at its sole and absolute discretion and shall be final, binding, and accepted by Contractor.

Option: If Contractor is another state agency, revise this section to reflect Contractor is not an EMNRD employee. Remove this instruction.)

6. **Status of Contractor:** The Contractor and its agents and employees are independent contractors performing professional services for EMNRD and are not employees of the State of New Mexico. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles, or any other benefits afforded to employees of the State of New Mexico as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the State of New Mexico unless the Contractor has express written authority to do so, and then only within the strict limits of that written authority.

7. **Assignment:** Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without EMNRD's prior written approval.

8. **Subcontracting:** Contractor shall not subcontract any portion of the services to be performed under this Agreement or obligate itself in any manner to any third party, with respect to any rights or responsibilities under this Agreement, without EMNRD's prior written approval. EMNRD may disallow costs incurred by the Contractor in relation to a subcontract if Contractor does not obtain prior written approval.

Option: Include A and B if you are using federal funds for the work of this contract. Remove this instruction.

A. Contractor is required to provide EMNRD with evidence of competitive procurement for any subcontract, including records of advertisement of bid, proposals received, and methods to select each subcontractor.

B. Any subcontract agreement shall include all provisions necessary to allow Contractor to meet its obligations and requirements under this Agreement and all provisions required by law.

Option: Include subparagraph below if subcontractor will be reimbursed for travel expenses. Remove instruction.

C. Travel expense reimbursement requested for subcontractors, if applicable, shall be reimbursed in accordance with rates established in the New Mexico Per Diem and Mileage Act, NMSA 1978, § 10-8-1 *et seq.*, as implemented by the current DFA Rule and EMNRD Travel Policy.

9. **Release:** Final payment of the amounts due under this Agreement shall operate as a release of EMNRD, its officers, and employees, and the State of New Mexico from all liabilities, claims, and obligations whatsoever arising from or under this Agreement.

10. **Confidentiality:** Any confidential information provided to or developed by Contractor in the performance of this Agreement shall be kept confidential and shall not be made available by Contractor to any individual or organization without EMNRD's prior written approval.

11. **Product of Services; Copyright:** All materials developed or acquired by Contractor under this Agreement shall become the State of New Mexico's property and be delivered to EMNRD no later than this Agreement's expiration date. Nothing Contractor produces, in whole or in part, under this Agreement shall be the subject of a copyright application or other claim of ownership by or on behalf of Contractor.

12. **Conflict of Interest; Governmental Conduct Act:** Contractor warrants that it presently has no interest and that it shall not acquire any interest, direct or indirect, which would conflict in any manner with performance or other services required under this Agreement. Contractor certifies that all applicable provisions of the requirements of the Governmental Conduct Act, NMSA 1978, §§ 10-16-1 through -18, including provisions related to contracting with, or employing, public officers, legislators, state employees or former state employees, have

been followed.

14. Amendment: This Agreement shall not be altered, changed, or amended except by written instrument executed and approved by the parties hereto.

15. Merger: This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into this written Agreement. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless as embodied in this Agreement.

16. Penalties for Violation of Law: The Procurement Code, NMSA 1978, §§ 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

17. Equal Opportunity Compliance: Contractor agrees to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation, or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

18. Applicable Law: The laws of the State of New Mexico shall govern this Agreement, without giving effect to New Mexico's choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, § 38-3-1(G). By execution of this Agreement, Contractor acknowledges and agrees to the exclusive jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

19. Compliance with Law and Funding Source Conditions: Contractor shall comply with all applicable state and federal statutes, regulations or rules, including without limitation those imposed as a consequence of funding pursuant to this Agreement.

Option: If agreement is with a state agency do not include the following provision because all state agencies are covered by Risk Management Division. Remove this Section (and this instruction) and renumber successive sections accordingly. If agreement is with a county, municipality, state university or public school, determine whether it has insurance coverage. If it does, keep the following. If the county, municipality, state university or public school does not have coverage, discuss the situation with legal as to how it should be addressed. Remove these instructions.

20. Insurance Coverage: Contractor shall provide EMNRD a statement indicating that the activities described in the Scope of Work are covered by insurance as set forth below, secured in accordance with any method allowed by applicable law, including self-insurance, pooling of self-insured reserves, or insurance provided by a third party, prior to commencing work under this Agreement. Contractor shall maintain continuous coverage of the activities described in the Scope of Work, so long as this Agreement is in effect. Failure to maintain such

coverage is reason for immediate termination of this Agreement. Contractor shall notify EMNRD prior to cancellation or expiration of any insurance required under this Agreement.

A. Worker's Compensation protection that complies with the requirements of the New Mexico Worker's Compensation Act, NMSA 1978, §§ 52-1-1, *et seq.*, if applicable. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, EMNRD may terminate this Agreement.

B. Comprehensive public liability protection covering property damage and personal injury liability that may arise under this Agreement and any amendments hereto, in amounts equal or greater than liability limits set forth in NMSA 1978, § 41-4-19, as it may be amended from time to time.

21. Records and Audit:

A. The Contractor shall maintain detailed time and expenditure records that indicate the date, time, nature, and cost of services rendered during the Agreement's term and effect and retain them until three years after the termination date specified in Section 3, Term. *(Option: If you are using federal funding, the Contractor must retain the records for three years after the funding expires, even if the contract ends prior to the funding expiring. Revise this paragraph to indicate a date certain by which the Contractor must retain the records. Remove this instruction.)* These records shall be maintained and available within the State of New Mexico if the Contractor has an office within the state; otherwise, Contractor shall make such records available to EMNRD within 10 days upon EMNRD's request. During this time, such records shall be subject to inspection by EMNRD, DFA and the State Auditor *(and insert name of federal funding agency)*. Contractor further agrees to include in all subcontracts hereunder the same right of inspection and audit against all subcontractors. EMNRD shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose EMNRD's right to recover excessive or illegal payments. The periods of inspection and audit may be extended for records, which relate to litigation or settlement of claims arising out of performance of this Agreement *(and costs and expenses related to this Agreement for which exception is under consideration by insert name of federal funding agency or any authorized representative)* and shall continue until all potential litigation, appeals, claims, or exceptions have expired or been resolved.

Option: Are you using federal funds to pay for this contract? If yes, you need to include the following paragraph in your contract because the requirements are cumulative. If not, remove this paragraph. Remove this instruction.

B. If Contractor receives \$750,000 or more in federal funding from all sources in the aggregate in a fiscal year, Contractor's financial records involving services and procurement under this Agreement shall be audited annually pursuant to all federal, state and local government audit requirements, and in accordance with the Single Audit Act Amendments of 1996, 2 C.F.R. 200, Subpart F – Audit Requirements, OMB Circular Compliance Supplement and Government Auditing Standards, as prescribed by the Single Audit Act of 1984, or any subsequent OMB Circular. Contractors who do not meet the \$750,000 audit threshold (Tier 7), must complete the State of New Mexico – Office of the State Auditor Certification Form for Tier 1 and Tier 2, or the Office of the State Auditor Agreed Upon Procedures (Tiers 3-6) in accordance with the Audit Act, NMSA 1978, §§ 12-6-1 through 12-6-14, and 2.2.2.16 NMAC, Annual Financial Procedures Required for Local Public Bodies with Annual Revenues Less than Five Hundred Thousand Dollars. In order to comply with state audit requirements, Contractors shall have one of the above-mentioned Forms or Agreed Upon Procedures on file with the

Office of the State Auditor. Contractor shall provide EMNRD with a copy of the independent financial audit, either in hard copy format or on disk, no more than 45 days after the audit's completion for each fiscal year this Agreement is in effect.

Option: If you are using federal funds to pay for this contract, does the contract create a subrecipient relationship between your Division and the contractor? "Subrecipient" is defined as someone who is acting as an extension of your Division's capacity to meet the terms of your Division's federal grant. If the answer is "yes," you need to include the following language in your contract. If the answer is "no," remove the text and this instruction. If you are unsure whether the contract creates a subrecipient relationship or not, please contact the EMNRD Chief Financial Officer.

C. Because this Agreement creates a subrecipient relationship between EMNRD and Contractor, the following financial and performance compliance requirements apply:

1. Contractor shall maintain payroll records and provide them to EMNRD as specified in this Agreement. (*Compensation Section, this Records and Audit Section*).

2. Contractor shall maintain records of purchase of fixed assets under this Agreement and provide them to EMNRD as specified in this Agreement. (*Procurement, Utilization and Disposition of Property Section and Records and Audit Section*).

3. Contractor shall maintain financial records related to this Agreement and provide them to EMNRD as specified in this Agreement. (*Compensation Section; Records and Audit Section*).

22. Liability: Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, §§ 41-4-1, *et seq.*, as amended.

23. Procurement, Utilization, and Disposition of Property: Contractor shall report acquisition of any capital property (property with an expected life of at least one year) to EMNRD within one month following the acquisition. If upon termination of this Agreement Contractor has any property in its possession belonging to EMNRD, Contractor shall account for the property and dispose of it as EMNRD directs. (*Option: If federal funding is involved include the following statement. Otherwise remove it and this instruction.*) *All property acquired by the Contractor or procured under this Agreement shall be used and disposed of in accordance with [insert federal funding agency's name] regulations governing disposal of property.*

24. Minimum Wage Rate: If applicable, Contractor shall comply with minimum wage rates as established by the New Mexico Department of Workforce Solutions, Labor Relations Division, and with all other applicable requirements of that Department, including posting of the wage rates in a prominent location on the site for hiring and performing of this Agreement.

25. Attorney's Fees and Costs: Contractor agrees that if a court of competent jurisdiction finds Contractor has breached this Agreement, or amendments hereto, or to have committed any tortious act relating to this Agreement's scope, EMNRD may recover from Contractor reasonable attorneys' fees and costs in connection with litigation brought to obtain the judicial determination and to collect any judgment.

26. Invalid Term or Condition: If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

27. Enforcement of Agreement: A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict performance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no waiver of a specified right by a party shall be effective to waive any other rights.

28. Authority: If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represent and warrant that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor or any other entity is necessary to enter into a binding contract.

29. Notice:

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To EMNRD:

(insert position title and address of project manager)

Assistant General Counsel
EMNRD – Office of the Secretary
1220 S. St. Francis Drive
Santa Fe, NM 87505

To the Contractor:

(insert name, address and e-mail)

To Risk Management Division:

Risk Management Division
General Services Department
P.O. Drawer 26100
Santa Fe, NM 87502-0110

Option: Include the following if acknowledgment required. If not, remove this section and renumber successive accordingly. Remove this instruction.

30. Acknowledgment: Contractor shall acknowledge EMNRD **(option - and insert name of federal funding agency)** as a co-sponsor and funding source in all news releases, programs, proceedings and related publicity/publications for the Project.

IN WITNESS WHEREOF, the parties hereto have herein below executed this Agreement.

STATE OF NEW MEXICO, ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT

By: _____ Date: _____
Cabinet Secretary or Designee

CONTRACTOR NAME

By: _____ Date: _____
Authorized Representative Signature

Printed Name and Title

**Exhibit 6
Financial Capability Questionnaire (Forest Service Form FS-1500-22)**

	USDA Forest Service	FS-1500-22 (Rev. 11-13)
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FINANCIAL CAPABILITY QUESTIONNAIRE

Adequate accounting systems should meet the following criteria as outlined in the Office of Management and Budget's (OMB) Circulars which can be found on OMB's website at http://www.whitehouse.gov/omb/circulars_default

- (1) Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant.
- (2) Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located.
- (3) The accounting system should provide accurate and current financial reporting information.
- (4) The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.

APPLICANT ORGANIZATIONAL INFORMATION

1. Name of Organization and Address:		
2. Authorized Representative's Name and Title:		
3. Phone: - - ext.	4. Fax: - -	5. Email:
6. Year Established:	7. Employer Identification Number (EIN):	8. DUNS Number:
9. Type of Organization:		
10. Approximate Number of Employees:		Part Time (Paid):
Full Time (Paid):		Part Time (Volunteer):
Full Time (Volunteer):		

FEDERAL AUDIT DATA

11. Have you been audited by a Federal agency?: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please indicate the type:	
<input type="checkbox"/> OMB A-133 Single Audit (required of institutions that annually expend over \$500,000 in federal funds)	
<input type="checkbox"/> Incurred Cost <input type="checkbox"/> Accounting System <input type="checkbox"/> Timekeeping	
12. Date of Last Federal Audit/Review (m/d/yyyy):	Audit Agency/Firm:

If findings are reported, explain:

FINANCIAL STATEMENT AUDIT DATA

13. Date of Last Financial Statement Audit:	Fiscal Period Audited:
Audit Firm:	
Auditor's Opinion on Financial Statement:	<input type="checkbox"/> Unqualified Opinion <input type="checkbox"/> Qualified, Disclaimer or Adverse Opinions

If other than unqualified, state reason:



If you have not had an audit completed in the last two years, please submit a copy of your most recent 990 tax form. If you do not have a 990 tax form, please explain:

ACCOUNTING SYSTEM

14. Has any Government Agency rendered an official written opinion concerning the adequacy of the accounting system for the collection, identification and allocation of costs under Federal contracts/grants?

Yes No

15. If yes, provide name and address of Agency performing review:

Attach a copy of the latest review and any subsequent correspondence, clearance documents, etc.

16. Which of the following best describes your accounting system:

Manual Automated Combination

17. Does the accounting system identify the receipt and expenditure of program funds separately for each grant?

Yes No Not Sure

18. Does the accounting system provide for the recording of expenditures for each grant/contract by budget cost categories shown in the approved budget?

Yes No Not Sure

19. Does the accounting system provide for the recording of cost sharing or match for each grant? Can you ensure that documentation is available to support recorded match or cost share?

Yes No Not Sure

20. Are time distribution records maintained for each employee that specifically identify effort charged to a particular grant or cost objective?

Yes No Not Sure

21. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available for a grant?

Yes No Not Sure

22. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available for a budget cost category (e.g. Personnel, Travel, etc.)?

Yes No Not Sure

23. Is the firm generally familiar with the existing regulation and guidelines containing the Cost Principles and procedures for the determination and allowance of costs in connection with Federal grants?

Yes No Not Sure

FUNDS MANAGEMENT

24. Is a separate bank account maintained for Federal grant funds?

Yes No

25. If a separate bank account is not maintained, can the Federal grant funds and related expenses be readily identified?

Yes No

**PROPERTY STANDARDS, PROCUREMENT STANDARDS,
AND TRAVEL POLICIES**

PROPERTY STANDARDS

26. Does your property management system(s) provide for maintaining: (1) a description of the equipment; (2) an identification number; (3) source of the property, including the award number; (4) where title vests; (5) acquisition date; (6) federal share of property cost; (7) location and condition of the property; (8) acquisition cost; & (9) ultimate disposition information?

Yes No Not Sure



27. Does your property management system(s) provide for a physical inventory and reconciliation of property at least every two years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
28. Does your property management system(s) provide controls to insure safeguards against loss, damage or theft of the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
PROCUREMENT STANDARDS	
29. Does your organization maintain written procurement procedures which (1) avoid unnecessary purchases; (2) provide an analysis of lease and purchase alternatives; and (3) provide a process for soliciting goods and services?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
30. Does your procurement system provide for the conduct to ensure selection on a competitive basis and documentation of cost or price analysis for each procurement action?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
31. Does your procurement system include provisions for checking the "Excluded Parties List" system for suspended or debarred sub-grantees and contractors, prior to award? https://www.sam.gov/	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
TRAVEL POLICY	
32. Does your organization maintain a standard travel policy or, if no policy exists, does your organization adhere to the Federal Travel Regulation (FTR)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
SUBRECIPIENT MANAGEMENT	
33. (For Pass-through entities only). Does your organization have controls in place to monitor activities of subrecipients, as necessary, to ensure that Federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of the award and that performance goals are achieved (A-133.400 d(3)).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
STANDARDS FOR FINANCIAL MANAGEMENT SYSTEMS AND APPLICANT CERTIFICATION	
I certify that the above information is complete and correct to the best of my knowledge.	
Signature:	
Name:	
Title:	



VILLAGE OF CORRALES

MEMORANDUM

Meeting Date: August 16, 2016

SUBJECT/TITLE	Fire Protection Grant
DEPARTMENT	Fire

BACKGROUND AND ANALYSIS:

Will allow the fire department to apply for a grant from the State fire Marshall's office for fire pumps, wells, hydrants and lines. The Fire Protection Grant is the same grant funded for the Fire station Pump and use for the Recreation Center.

FISCAL IMPACT:

This grant has a 20 % match if awarded. The Match will be from Fire Fund.

COMMUNITY IMPACT:

The increase in fire suppression water supply has helped lower the Village ISO ratings which lower insurance premiums. Increased water availability helps extinguish fires with shorter distance tanker shuttling. This is a continuation of the fire suppression water project.

DEPARTMENT COMMENTS/RECOMMENDATION:

Allow the Fire department to proceed with the grant.

REVIEWED BY:

FIRE VILLAGE CLERK _____ LIBRARY _____ PLANNING AND ZONING _____
POLICE _____ FINANCE _____ PARKS/RECREATION _____ PUBLIC WORKS _____

Written approvals attached, if applicable

- PUBLIC SERVICE CO. NM DEPARTMENT OF TRANSPORTATION NM SELF INSURERS' FUND
 BOARD, COMMISSION, ADVISORY COUNCIL OTHER _____

Prepared by: Anthony J. Martinez Date: 08-11-2016
Signature

Attachments: 1 FY17 Fire Protection Grant Announcement

NEW MEXICO PUBLIC REGULATION COMMISSION

COMMISSIONERS

DISTRICT 1 KAREN L. MONTOYA, VICE CHAIR
DISTRICT 2 PATRICK H. LYONS
DISTRICT 3 VALERIE ESPINOZA, CHAIR
DISTRICT 4 LYNDA LOVEJOY
DISTRICT 5 SANDY JONES

CHIEF OF STAFF

Ernest D. Archuleta, P.E.



P.O. Box 1269
1120 Paseo de Peralta
Santa Fe, NM 87504-1269

STATE FIRE MARSHAL DIVISION

John C. Standefer, Fire Marshal
1-800-244-6702 (In-state only)
(505) 476-0174
Fax: (505) 476-0100

FY17 FIRE PROTECTION GRANT ANNOUNCEMENT

Dear Chief:

The Fire Protection Grant Council is now accepting applications for the 2017 grants. All New Mexico certified fire departments are eligible to apply for the 2017 Fire Protection Grant Awards. The maximum amount awarded to a single applicant will not exceed \$100,000.00 with a minimum required matching funds commitment from the department of 20%. Costs exceeding the grant amount shall be the responsibility of the local government. State fire funds may be used for this purpose.

The web-application is available on the PRC website at <http://www.nmprc.state.nm.us/state-firemarshal/fire-grant-council/index.html>. Please carefully review the attached document outlining minimum requirements for NFIRS incident reporting and pump testing documentation, as they have changed from previous years. A completion checklist has also been added for your convenience.

Departments are expected to submit the application on the site by no later than 5 p.m. on September 8, 2016. The application **must include** fire chief and fiscal agent's signatures. A confirmation number will be issued at the time of submittal. Only one grant application per department may be submitted.

The department may request funding for apparatus, PPE, communication equipment or another justified critical need. All apparatus must meet NFPA Standards. Equipment/apparatus specifications are subject to review by the Fire Marshal's Office. The department must have the capability to immediately house apparatus properly. NFPA listed equipment may be included with the purchase of apparatus.

Any ISO Class 10 fire department that is awarded a grant and consequently loses its qualification for State Fire Funds per Title 10 Chapter 25 Part 10 of the NMAC will return the apparatus and equipment to the State Fire Marshal for redistribution.

For additional information, please contact Vernon Muller, Deputy Fire Marshal Fire Service Support Bureau at 505.470.1044.

Sincerely,

Handwritten signature of John Standefer.

John Standefer
State Fire Marshal

Handwritten signature of Norma Jean Valdez.

Norma Jean Valdez
Chairman, Fire Protection Grant Council

Cc: Governing Body



VILLAGE OF CORRALES

ORDINANCE NO. 16-11

AN ORDINANCE RELATING TO TERRAINS AND STORM WATER MANAGEMENT; AMENDING SECTIONS 18-165 AND 18-166 OF THE CODE OF ORDINANCES OF THE VILLAGE, BEING PART OF ORDINANCE NO. 06-03, AS AMENDED AND SUPPLEMENTED; AMENDING DESIGN CRITERIA RELATED TO THE 100-YEAR, 24-HOUR PRECIPITATION EVENT.

WHEREAS, in Ordinance No. 06-03, adopted on October 25, 2006, by the Village Council, the governing body of the Village of Corrales (“Governing Body” and “Village”, respectively), as codified in Chapter 18, Article V of the Code of Ordinances of the Village, and as subsequently amended, the Governing Body provided for the use of certain design criteria relating to the estimated precipitation from a 100-year, 24-hour precipitation event (as defined in Ordinance No. 06-03 and codified at Section 18-162 of the Code of Ordinances); and

WHEREAS, since the adoption of Ordinance No. 06-03, the precipitation frequency estimates provided by the Hydrometeorological Design Studies Center (“HDSC”) of the National Weather Service of the National Oceanic and Atmospheric Administration have been updated and modified to reflect more recent data that have become available since 2006; and

WHEREAS, based on the more recent HDSC data, the Southern Sandoval County Arroyo Flood Control Authority (“SSCAFCA”) has revised the precipitation frequency design criteria for a 100-year, 24-hour storm event upward from 2.66 to 2.90 inches of precipitation; and

WHEREAS, based on the foregoing considerations the Governing Body finds that the Village also should amend its design criteria to reflect the more recent data analysis provided by HDSC and to be consistent with the criteria used by SSCAFCA.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Village of Corrales, New Mexico, that:

Section 1. Subsection 18-165(b)(2) of the Code of Ordinances shall be amended to read:

- (2) The minimum volume of water to be contained or infiltrated on site shall be determined by multiplying the total area of new impervious surface, in square feet, by 2.90 inches (0.242 feet) to arrive at a value expressed in cubic feet, (i.e., 242 cubic feet of water containment is required per 1,000 square feet of impervious surface). Compliance may be achieved by:
 - a. The use of active or passive water harvesting techniques such as cisterns, swales, berms, and check dams;
 - b. The construction of a detention or retention basin; or,

- c. A combination of a. and b.

Section 2. Subsection 18-166(c)(2)(a) of the Code of Ordinances shall be amended to read:

- a. The storm water runoff peak flow rate discharged from a site shall not exceed pre-development conditions for any frequency storm event up to the 100-year, 24-hour storm event at each discharge point. Calculation of the runoff peak flow rate may approximate the event from available data based on using 2.90 inches (0.242 feet) of precipitation, or a volume of 242 cubic feet of water per 1,000 square feet of impervious surface.

SEVERABILITY CLAUSE: Should any section, paragraph, clause or provision of this Ordinance be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance. The Governing Body of the Village of Corrales hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, word or phrase thereof irrespective of any one or more sections, subsections, sentences, clauses, words or phrases being declared unconstitutional or otherwise invalid.

COMPILING CLAUSE: The amended sections of the Village Code adopted pursuant to this Ordinance shall be compiled as a part of the Code of Ordinances of the Village of Corrales, as provided herein.

EFFECTIVE DATE AND PUBLICATION: This Ordinance shall become effective and be in full force and effect from and after its passage, publication and posting, according to law.

PASSED, APPROVED AND ADOPTED by the Governing Body of the Village of Corrales, New Mexico, this ___ day of _____, 2016.

APPROVED:

The Honorable Scott Kominiak
Mayor

ATTEST:

Jennifer A. Hise
Village Clerk