



**TORRANCE COUNTY
RESOLUTION #2006-19**

WHEREAS, the Torrance County Commission in regular session on Wednesday, April 12, 2006 did propose to authorize a budget increase in the FY 2005-06 Budget, and

WHEREAS, budget increases require authorization from the Department of Finance and Administration, and

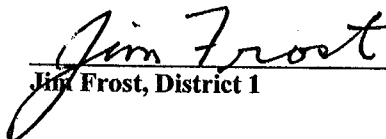
WHEREAS, we request authorization for the following budget increase:

(See Attachment A)

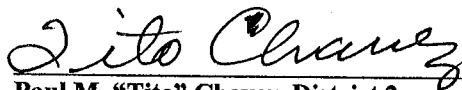
NOW THEREFORE, it is respectfully requested that the attached budget increase in the 2005-06 FY budget is approved by the Department of Finance and Administration.

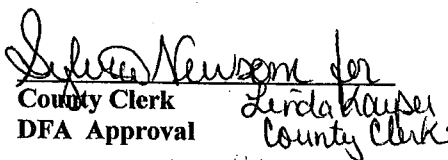
DONE at Estancia, New Mexico, Torrance County this 12th day of April 2006.

TORRANCE COUNTY COMMISSION


Jim Frost, District 1

Attest:


Paul M. "Tito" Chavez, District 2


Linda House
County Clerk
DFA Approval


LeRoy M. Candelaria, District 3



Torrance County
Resolution # 2006-19
Schedule A

Revenue	Description	Amount
605 - 1200	Local DWI Grant	\$ 9,830.00
803 - 1250	Water Plan Implementation 05-40	\$ 50,000.00
Total		\$ 59,830.00

Expenditures		
605 10 2 111	Operating Costs	\$ 9,830.00
803 10 2 676	Water Plan Implementation 05-40	\$ 50,000.00
Total		\$ 59,830.00

New Mexico Department of Finance Administration
 Local Government Division
 Financial Management Bureau
 Schedule of Budget Adjustments.

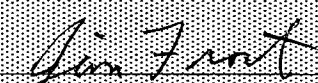
FISCAL YEAR: 2005-2006

ENTITY CODE: 22000

DFA RESO. NO

ENTITY NAME: Torrance County

SCHEDULE OF BUDGET ADJUSTMENTS

(A) ENTITY RESOLUTION NUMBER	(B) ADJUST. NUMBER	(C) INCREASE OR DECREASE TRANSFER			(D) DEPT AFFECTED	(E) AMOUNT	(F) REVENUE SOURCE FUND TRANSFERRED FROM		(G) EXPENDITURE FUND TRANSFERRED FROM		(H) PURPOSE	(I) APPROVED BUDGET	(J) INCREASE OR (DECREASE)	(K) REVISED BUDGET (COLS PLUS)	(L) DATE GOVERNING BODY APPROVED
		R	E	T			FUND & LINE ITEM NUMBER	FUND & LINE ITEM NUMBER							
2006-19	#1	I		DWI Grant	9,830.00	605-1200	DWI Grant Fund	605102111	Operating Costs	Budget Increase for addition grant funding received	2,000.00	9,830.00	11,830.00	4/12/2006	
2006-19	#2	I		Leg. Appropriation	50,000.00	803-1250	Legislative Appropriation	803102676	Water Plan Implement	Budget Increase for a legislative appropriation	0.00	50,000.00	50,000.00	4/12/2006	
	#3														
	#4														
	#5														
	#6														
	#7														
	#8														
	#9														
	#10														
DATE APPROVED 4/12/2006															
ATTEST															
 Mayor/Chairman															

Column A, Please enter the Resolution Number;
 Column C, Please enter the adjustment activity;
 Enter R for Revenue, or E for Expenditure in subcolumns;
 - I if activity is a Budget Increase,
 - D if activity is a Budget Decrease,
 - T if activity is a Transfer between funds.

Column D, Please enter the Department affected;
 Column E, Please enter the Amount (negative if a decrease);
 Column F, Please enter the fund and line item number, amount transferred from;
 Column G, Please enter the fund and line item number, amount transferred to;

Column H, Please enter a brief description of the adjustment activity;
 - If resolution is creating a new fund please indicate in Column H.
 Column I, Please enter the approved budgeted amount (to include any previously approved adjustments);
 Column J, Formula driven will carry over revision amount from Column E;
 Column K, Formula driven will calculate the revised budget amount;
 Column L, Date governing body approved resolution ;
 Column M, For LGD use;
 Column N, For LGD use;

Torrance County

Budget Request

Fiscal Year July 1, 2005 to June 30, 2006

Budget Expenditure Increase Form

Department:	DWI
Fund Name:	LOCAL DWI GRANT
Fund Number:	605-10
Department Number:	

<i>Expenditure Line Item</i>	<i>Line Item Description</i>	<i>Amount of Increase/(Decrease)</i>
605-10-2111	LOCAL GRANT - OPERATIONS	\$9,830.00
	This request is due to a special supplemental funding application awarded by the grant council in Nov-05	
	The current budget for the 605-10 fund is now \$89,830	

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
SPECIAL APPROPRIATIONS PROJECT

Laws of 2005

GRANT AGREEMENT
NON-CONSTRUCTION PROJECT

THIS AGREEMENT made and entered into as of the 13th day of December, 2005, by and between the Department of Finance and Administration, State of New Mexico, acting through the Local Government Division, Bataan Memorial Building, Room 201, Santa Fe, New Mexico, 87501, hereinafter called the DIVISION, and the , hereinafter called the Grantee.

WHEREAS in the Laws of 2005, HAFC/H 2,3,4,5,6 AND 48, aa-05/SSB(20), of the Legislature appropriated \$50,000 to the Division for the purpose(s) as described in Exhibit "A".

NOW, THEREFORE, the parties hereto do mutually agree that the method by which this purpose shall be accomplished is as follows:

ARTICLE I – SCOPE OF WORK

- A. The Grantee agrees that it will implement, in all respects, the activities outlined in the Project Description, attached hereto as Exhibit "A" and made a part of this Agreement. The Grantee shall provide all the necessary qualified personnel, material and facilities to implement the activities described therein.
- B. If project funds are not sufficient to complete all the activities included in the project description, project funds may be expended for any portion of the purposes specified in the description. Project funds shall not be used for purposes other than those specified in the description.

ARTICLE II – LENGTH OF AGREEMENT

- A. This Agreement, shall not become effective until approved by the Division and shall terminate on June 30, 2006.

ARTICLE III – AMENDMENT

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

ARTICLE IV – REPORTS

- A. **Biannual Reports**
 - 1. In order that the Division may adequately evaluate the progress of the Agreement, the Grantee shall be required to make Biannual Reports to the Division. The said reports shall contain a description of accomplishment to date, the methods and procedures used, a statement of the impact of the project, a detailed budget breakdown of expenditures to date, a

description of any problems or delays encountered, and such other information as may be of assistance to the Division in its evaluation.

2. One (1) copy of said Report shall be submitted to the Division not later than May 31st and November 30th of each year of the term of this agreement for review and approval

B. Final Report

1. The Grantee shall submit to the Division one (1) copy of the Final Report no later than 25 days after the Grant Termination Date. The Final Report shall include all the information required of the Biannual Reports as set forth in Article IV. A. herein.

ARTICLE V – METHOD OF PAYMENT

- A. For General Fund and Severance Tax Bond Projects included in this Agreement, the Division shall pay the Grantee funds in an amount not to exceed \$50,000. Payment to the Grantee shall be made in accordance with the New Mexico Board of Finance Rule regarding Bond Project Disbursements, 2.61.6 NMAC, dated February 28, 2002. The Division will make a draw request to the Board of Finance on behalf of the Grantee. The following documentation shall be provided by the Grantee to the Division to support the draw request.

1. One draw request form for each project (one original and two copies) per draw period, unless specified on the form that a draw has previously been made on the project during the same draw period. See, Exhibit C.
2. Proof of payment – this requires a notarized certification from an authorized signatory that the expenditures are valid or actual receipts. See, Exhibit C.
3. If it is a first time payee by wire transfer, then an authorization agreement for the wire transfer is needed.
4. Wire transfer information.

Draw requests will be processed on the 10th and the 20th day of each month or the next business day if the 10th or the 20th falls on a weekend or holiday. Draw requests submitted on or before the draw request deadline will result in funds available 5-6 business days after the draw request deadline. The minimum draw request amount per project shall be \$1,500 unless it is the final draw request.

- B. It is understood and agreed that all funds must be expended in the amounts and for the purposes designated in Exhibit “A”, herein. All draw-downs for the purposes set forth in Exhibit “A” shall be received by the Division no later than 25 days after the Grant Termination Date. Unexpended balances remaining in the Grant on August 1st following the Grant Termination Date shall automatically revert. No Grant extensions shall be authorized. Any funds spent for items or services outside the scope, amount and purpose of the projects set forth in “Exhibit “A” shall be immediately returned to the Division.

ARTICLE VI – CERTIFICATION

- A. The Grantee hereby assures and certifies that it will comply with State laws, regulations, policies, guidelines and requirements with respect to the acceptance and use of State funds. Also, the Grantee gives assurances and certifies that:

1. It has the legal authority to receive and expend the funds.
2. It will finance its share (if any) of the costs of the project(s), including all project overruns.

3. It will comply with the State Procurement Code (or local procurement code where applicable) and will keep files of all related procurement documents, including but not limited to: requests for professional services; advertisements; minutes of pertinent meetings; selection and award criteria; contracts; subcontracts and agreements.
4. If shall not at any time convert any property acquired or developed pursuant to this Agreement to uses other than those specified in the scope of work as defined in Exhibit "A".
5. No member, officer, or employee of the Grantee (or its designees or agents); no member of the governing body of the locality in which the program is situated; and no other public official who exercises any functions or responsibilities with respect to the program during his/her tenure (or for one year thereafter) shall have any interest (direct or indirect) in any contract or subcontract (or the process thereof) for work to be performed in connection with the program assisted under the Agreement. The Grantee shall incorporate, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to this certification.

ARTICLE VII – STRICT ACCOUNTABILITY OF RECEIPTS AND DISBURSEMENTS

- A. The Grantee shall keep such records as will fully disclose the amount and disposition of the total funds from all sources budgeted for the project, the purpose for which such funds were used and such other records as the Division shall prescribe. The Grantee shall be strictly accountable for receipts and disbursements relating hereto and shall make all relevant financial records available to the Department of Finance and Administration and the New Mexico State Auditor upon request, and shall maintain all such records for a period of six (6) years following completion of all the Records and Audits.

ARTICLE VIII – DISPOSITION, DIVISION OR DISTRIBUTION OF PROPERTY; RETURN OF SURPLUS FUNDS

- A. If, upon expiration or termination of this Agreement, a balance of funds remains unexpended and unencumbered, said funds shall revert to the Division for handling.

ARTICLE IX – GRANTEE REPRESENTATIVE

The Grantee hereby designates the person listed below as the official representative responsible for overall supervision of the project(s).

Name: Bob Ayre, Manager
 Title: Torrance County
 Address: P.O. Box 48
Estancia, NM 87106
 Telephone: (505)246-4752

IN WITNESS WHEREOF, the parties have herein below set their hand.

THIS AGREEMENT has been approved by:

GRANTEE


By: James Frost
(Signature) Chief Elected Official

James Frost
(Type or Print Name)

Commission Chair
Title

12/28/2005
Date

**DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION**

By:  Folk
Darlene J. Mares, Deputy Director
Local Government Division

0 12-13-05
Date

**STATE OF NEW MEXICO
SPECIAL APPROPRIATIONS PROJECT
Project Description
Exhibit "A"**

Name: Estancia Basin Regional Water Plan
Amount: \$50,000

GF LGD 05-40 \$50,000
HAFC/H 2,3,4,5,6 AND 48, aa-05/SSB(20). Fifty Thousand Dollars (\$50,000) for the implementation by Torrance county of the Estancia Basin Regional Water Plan.