

**SANTA FE COUNTY**  
FISCAL YEAR 2013 BUDGET



**BUDGET APPROVALS**

**SANTA FE COUNTY**  
Resolution 2012 - 69

**A RESOLUTION ADOPTING THE INTERIM  
2012-2013 (FY 2013) BUDGET**

WHEREAS, the Santa Fe County Board of County Commissioners (BCC), the governing body in and for the County of Santa Fe, State of New Mexico, held an official meeting on May 29, 2012 for the study and review of a 2012-2013 (FY 2013) budget, with recognition of sources and uses of funds of said budget; and

WHEREAS, the meeting on May 29, 2012, was duly advertised in compliance with the State Open Meetings Act and the Federal Statements of Assurances pertaining to the requirements for revenue funds, and the budget was duly approved at the regular BCC meeting of May 29, 2012.

NOW, THEREFORE, BE IT RESOLVED, that the BCC hereby adopts the 2012-2013 (FY 2013) "Interim Budget" and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

APPROVED, ADOPTED AND PASSED this 29<sup>th</sup> day of May 2012.

BOARD OF COUNTY COMMISSIONERS COUNTY OF SANTA FE ) BCC RESOLUTIONS  
STATE OF NEW MEXICO ) ss PAGES: 1

Liz Stefanski  
Liz Stefanski, Chairperson

I Hereby Certify That This Instrument Was Filed for Record On The 30TH Day Of May, 2012 at 01:18:07 PM And Was Duly Recorded as Instrument # 1570782 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
Deputy Valerie Espinoza Valerie Espinoza  
County Clerk, Santa Fe, NM

ATTEST:  
Valerie Espinoza  
Valerie Espinoza, County Clerk

APPROVED AS TO FORM:  
Stephen C. Ross  
Stephen C. Ross, County Attorney



SFC CLERK RECORDED 05/30/12

**SANTA FE COUNTY**  
FISCAL YEAR 2013 BUDGET



**BUDGET APPROVALS**

**SANTA FE COUNTY**  
**RESOLUTION NO. 2012 - 78**

**A RESOLUTION ADOPTING THE FINAL**  
**2012-2013 (FY2013) BUDGET**

**WHEREAS**, the Santa Fe County Board of County Commissioners (BCC), the governing body in and for the County of Santa Fe, State of New Mexico, held an official meeting on May 29, 2012, for the study and review of a 2012-2013 (FY 2013) budget, with recognition of sources and uses of funds of said budget;

**WHEREAS**, the meeting on May 29, 2012, was duly advertised in compliance with the State Open Meetings Act and the Federal Statement of Assurances pertaining to the requirements for revenue funds, and the budget was duly approved at the meeting; and

**WHEREAS**, the State of New Mexico, Department of Finance and Administration, Local Government Division granted interim approval of the proposed operating budget for the 2012-2013 year (FY 2013) with documentation and technical adjustments as required.

**NOW, THEREFORE, BE IT RESOLVED**, that the BCC hereby adopts the 2012-2013 (FY 2013) "Final Budget" and respectfully requests final approval from the Local Government Division of the Department of Finance and Administration.

**APPROVED, ADOPTED AND PASSED** this 26<sup>th</sup> day of June 2012.

**BOARD OF COUNTY COMMISSIONERS**

  
\_\_\_\_\_  
Liz Stefarnick, Chairperson

**ATTEST:**

  
\_\_\_\_\_  
Valerie Espinoza, County Clerk



**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Stephen C. Ross, County Attorney

SEC. CLERK RECORDED 06/27/2012

**SANTA FE COUNTY**  
FISCAL YEAR 2013 BUDGET



**BUDGET APPROVALS**

COUNTY OF SANTA FE                   )                   BCC RESOLUTIONS  
STATE OF NEW MEXICO               ) ss               PAGES: 2

I Hereby Certify That This Instrument Was Filed for  
Record On The 27TH Day Of June, 2012 at 09:48:42 AM  
And Was Duly Recorded as Instrument # 1673442  
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
Valerie Espinoza  
Deputy County Clerk, Santa Fe, NM



# SANTA FE COUNTY FISCAL YEAR 2013 BUDGET



## BUDGET APPROVALS

### SANTA FE COUNTY FISCAL YEAR 2013 FINAL BUDGET SUBMISSION TO DFA - COVER LETTER

Daniel "Danny" Mayfield  
Commissioner, District 1

Virginia Vigil  
Commissioner, District 2

Robert Araya  
Commissioner, District 3



Kathy Holian  
Commissioner, District 4

Liz Stefanics  
Commissioner, District 5

Katherine Miller  
County Manager

July 31, 2012

Isaac Montoya  
Department of Finance and Administration  
Bataan Memorial Building  
Santa Fe, NM 87501

Dear Mr. Montoya:

Attached please find the Santa Fe County FY 2013 Final Budget submission for your review and approval. This budget was approved by the Santa Fe County Board of County Commissioners via Resolution 2012-78 on June 26, 2012.

Per DFA requirements, below is the requested information as noted in the "Checklist of Budget Documents" for Counties and the Fiscal Year 2012-2013 Budget Preparation Memorandum #BFB-12-91 from John A. Gallegos. Note that changes in the information below from the FY 2013 Interim Budget are highlighted in red:

- The contract for audit of the financial statements for the Fiscal Year ending June 30, 2012 has been procured and approved by the Office of the State Auditor. The amount of this contract to conduct the above audit is \$93,070.00 plus applicable gross receipts tax (7% - City of Albuquerque). Adequate funding has been appropriated for this cost across operating funds.
- The total number of FTEs in the Final Budget is 963.61.
- The grand total of salaries/wages budgeted is \$44,589,909.
- The grand total of employee benefits budgeted is \$18,490,031.
- The average rate of salary increase is 0.5% annualized as a 1% salary increase was approved for all non-probationary employees effective on January 1, 2013.

The FY 2012 fourth quarter financial report (unaudited) is also attached. The report will be presented for formal approval by the Board of County Commissioners at its meeting today. If approved, the recorded copy of the resolution will be available later this week.

The FY 2013 Final Budget request has been submitted on the required forms via e-mail.

Please feel free to contact me regarding this information or if you require additional information. I can be reached at 505-986-6321. Thank you very much.

Respectfully submitted,

Carole H. Jaramillo  
Budget Administrator

Attachments: Checklist of Budget Documents  
FY 2013 Final Budget Package  
FY 2013 Final Supplemental Budget Schedules  
FY 2012 4<sup>th</sup> Quarter Financial Report  
Reconciliation of 4<sup>th</sup> Quarter ending cash balance to FY 2013 Final Budget cash recap.

102 Grant Avenue

P.O. Box 276

Santa Fe, New Mexico 87501-1985

www.santafecounty.nm.gov

# SANTA FE COUNTY

## FISCAL YEAR 2013 BUDGET



## BUDGET APPROVALS

### APPROVAL OF FINAL FISCAL YEAR 2013 BUDGET BY DEPARTMENT OF FINANCE AND ADMINISTRATION

**SUSANA MARTINEZ**  
GOVERNOR

**THOMAS E. CLIFFORD, PH.D.**  
CABINET SECRETARY



**RYAN GLEASON**  
DIRECTOR

**SAM OJINAGA**  
DEPUTY DIRECTOR

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
Bataan Memorial Building • Suite 201 • Santa Fe, NM 87501  
PHONE (505) 827-8051 • FAX (505) 827-4948

August 14, 2012

The Honorable Liz Stefanics, Madam Chair  
Board of County Commissioners  
Santa Fe County  
PO Box 276  
Santa Fe, NM 87501

Dear Chair Stefanics:

The final budget of your local government entity for Fiscal Year 2012-13, as approved by your governing body, has been examined and reviewed. We find it has been developed in accordance with applicable statutes and budgeting guidelines. Sufficient resources appear to be available to cover budgeted expenditures.

In accordance with Section 6-6-2-(E) NMSA 1978, the Local Government Division (Division) certifies the final FY 2012-13 budget. *The Budget Certification Rule, 2.2.3 NMAC*, requires that the FY 2010-11 audit should have been already submitted to the Office of the State Auditor. The information obtained by the Division from the Office of the State Auditor's website indicates that you are in compliance with this requirement.


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

Furthermore, state statute requires all revenue sources be expended only for public purposes, and when applicable, in accordance with the Procurement Code, Chapter 13, Article 1, NMSA 1978. Use of public revenue is also governed by Article 9, Section 14 of the Constitution of the State of New Mexico, commonly referred to as the Anti-Donation Clause.

Finally, please be advised that approval by the Division is required by Section 6-6-2 (G) (H) NMSA 1978, of all transfers between funds and all budget increases.

If you have any questions, please call me at (505) 827-4333.

Sincerely,

  
Isaac S. Montoya  
Budget and Finance Analyst