

# SANTA FE COUNTY

Resolution 2004 - 79

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## A RESOLUTION ADOPTING THE FINAL 2004-2005 (FY2005) BUDGET

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**WHEREAS**, the official meeting of the Board of County Commissioners, held on May 25, 2004, for the review and approval of said budget, with recognition of sources and uses of funds of said budget, 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 interim budget was duly approved by Resolution 2004-61 (Attachment A) at the regular BCC meeting of May 25, 2004; 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 2004-2005 year (Fiscal Year 2005) with final approval contingent upon submission of the budget with the required changes (Attachment B); and

**WHEREAS**, the required changes and submissions as outlined in the attached memorandum (Attachment C) have been incorporated into the FY2005 budget document (Attachment D).

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Santa Fe County Commissioners hereby adopts the 2004-2005 (FY 2005) "Final Budget" and respectfully requests final approval from the Local Government Division of the Department of Finance and Administration.

**APPROVED, ADOPTED AND PASSED** this 27<sup>th</sup> day of July, 2004.

### BOARD OF COUNTY COMMISSIONERS



Paul Campos, Chairperson

Approved as to Form:



Stephen Ross, County Attorney

ATTEST:



Rebecca Bustamante, County Clerk

SFC CLERK RECORDED 07/28/2004



# SANTA FE COUNTY

## Resolution 2004 - 61

### A RESOLUTION ADOPTING THE INTERIM 2004-2005 (FY 2005) BUDGET

WHEREAS, a special meeting of the Board of County Commissioners, held on May 19, 2004 for the study and review of said budget, with recognition of sources and uses of funds of said budget, 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

WHEREAS, the official meeting of the Board of County Commissioners held on May 25, 2004 for the study and review of said budget, with recognition of sources and uses of funds of said budget, 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 by this Resolution at the regular BCC meeting of May 25, 2004;

WHEREAS, the Santa Fe County unbudgeted cash balance for fiscal year 2005 is approximately 2.5 million; and

WHEREAS, the proposed budgeting of this unbudgeted cash is to create new contingency funds for Adult and Juvenile Correction Facilities, Insurance Risk Pool, Heavy Equipment Replacement, and Biomass Reduction; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Santa Fe County Commissioners hereby adopts the 2004-2005 (FY 2005) "Interim Budget" and establishes unbudgeted cash reserves for the above said purposes and respectfully requests final approval from the Local Government Division of the Department of Finance and Administration.

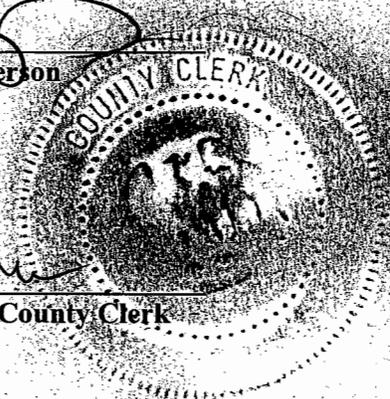
APPROVED, ADOPTED AND PASSED this 25<sup>th</sup> day of May 2004.

SFC CLERK RECORDED 07/28/2004  
SFC CLERK RECORDED 05/27/2004

#### BOARD OF COUNTY COMMISSIONERS

  
Paul Campos, Chairperson

ATTEST:



  
Rebecca Bustamante, County Clerk

Approved as to Form

 5-25-04  
Stephen Ross, County Attorney

ATTACHMENT B



**BILL RICHARDSON**  
GOVERNOR

**STATE OF NEW MEXICO**  
**DEPARTMENT OF FINANCE AND ADMINISTRATION**  
**LOCAL GOVERNMENT DIVISION**  
Bataan Memorial Building, Suite 201 • Santa Fe, New Mexico 87501  
(505) 827-4950 • FAX No. (505) 827-4948  
www.nmlocalgov.net

**JAMES C. JIMENEZ**  
SECRETARY

**DAVID A. RUIZ**  
DIRECTOR

July 13, 2004

The Honorable Paul Campos  
Santa Fe County  
P.O. Box 276  
Santa Fe, NM 87504

Dear Chairman Campos:

In accordance with Section 6-6-2-(B) NMSA 1978, the Local Government Division grants interim approval of your proposed operating budget for the 2004-2005 fiscal year. Provisional approval is granted based upon our determination that sufficient resources will cover proposed budgeted expenditures.

Final approval of your budget is contingent upon submission of the following by July 31, 2004:

1. An insurance schedule, which reconciles with budgeted amounts;
2. Unaudited beginning cash balances as per year end financial report; and
3. The year-end financial report for the period ending June 30, 2004 completed in the Local Government Division required format;
4. A letter from the Local Government Division allowing the carry over of cash balance in The LEPP fund as per discussion with Budget Administrator
5. A letter allowing the carry over of funds in the EMS fund is required, as per discussion with Budget Administrator.

If you have questions, please call me at (505) 827-8060.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Romero".

Michael Romero  
Financial Coordinator

STFC CLERK RECORDED 07/28/2004



*Finance Department*

**MEMORANDUM**

TO: Board of Santa Fe County Commissioners

FROM: Susan Lucero, Finance Director 

DATE: July 20, 2004

RE: Fiscal Year 2004 Final Budget Adjustment

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On July 16, 2004 Santa Fe County received the attached letter from the NM Department of Finance and Administration (DFA), Local Government Division, dated July 13, 2004, approving the Fiscal Year 2004 Interim Budget. Approval of the final budget document is contingent upon addressing the items detailed in the letter from DFA. As requested, the Santa Fe County Finance Department has addressed the issues as follows:

- 1) Insurance Schedule: An insurance schedule which reconciles with budgeted amounts will be submitted to the DFA in Section 8 of the FY 2005 Final Budget Document. This schedule was also submitted in the Interim Budget document
- 2) Cash Balances: The June 30, 2004 un-audited beginning cash balances as per the cash reconciliation recap will be submitted to the DFA in this section of the FY 2005 Final Budget document, contingent upon approval of the final budget by the County Board of Commissioners. A Cash balance for the purpose of the recap will consist of the general ledger cash balance, plus receivables, less payables and encumbrances. A schedule will be provided which displays this computation of cash balances.
- 3) Year-End Financial Report: The year-end financial report for the period ending June 30, 2004, completed in the Local Government Division required format, with un-audited cash balances and other financial data, will be submitted to the DFA with the Fiscal Year 2004 Final Budget Document.
- 4) Law Enforcement Protection Fund: A letter from the Local Government Division allowing the carry-over of cash balance in the Law Enforcement Protection Fund (LEPF) will be submitted to the DFA in this section of the FY 2004 Final Budget document.
- 5) EMS Fund: A letter from the Local Government Division allowing the carry-over of cash in the EMS Fund will be submitted to the DFA in this section of the Fiscal Year 2004 Final Budget document.

SFC CLERK RECORDED 07/28/2004

In addition to the DFA required adjustments to the Interim Budget, the following changes have been made to the FY 2004 Final Budget from the Interim Budget submitted on June 1, 2004, for a net increase to the budget of \$3,994,530.

1. Inclusion of Fiscal Year 2005 Road Projects in the Final Budget. This includes the re-budgeting of continuing projects, and new projects with state grant awards.  
Impact to Road Projects Fund (311), \$2,501,409. (mainly State Grants)
2. Re-calculation of Adult Jail budget based on new contract with the private operator. Also transfer Corrections Liaison position from Manager's Office to Adult Jail.  
Impact to General Fund (101), \$813,648 (transfer to Jail Enterprise Fund)  
Impact to Jail Enterprise Fund (518) \$416,366 (net increase to COP expense resulting from GF transfer.)
3. Creation of Health Department and Public Housing Department from previous Community Health Development Department. Impact on EMS Health Care Fund, \$17,032.
4. Adjustment to Health Department budget. Inclusion of new Home for Good – El Norte state grant. Impact to General Fund (101), 211,928.
5. Adjustment to Health Department budget. Roll-over of a portion of Frost Foundation cash for MCH Grant to Fiscal Year 2005. Impact to General Fund (101), \$3,749
6. Adjustment to Legal Department (Risk Management) budget. Unforeseen increase in Workman's compensation fees. Impact to General Fund (101), \$60,000.
7. Adjustment to Sheriff's budget. Inclusion of In-state extradition transportation contract. Impact to General Fund (101) , \$17,500
8. Adjustment to Finance Department budget. Decrease of \$47,100 in expense and same decrease in cash sources.

Any further changes to the Fiscal Year 2005 Final Budget in regard to state appropriations, grants, and other revenue will be made through the Board of County Commission resolutions.

Santa Fe County  
Fiscal Year 2005 Final Budget  
Changes from Interim Budget

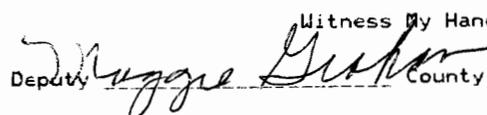
ITEM	FUND	NET BUDGET IMPACT
1. <b>Sheriff / Finance</b> – Highway 285 contract ends on 7/11/04. Offset loss of revenue through reduction in Finance Department budget. (offsetting \$47,100 revenue and expense reductions)	General	0
2. <b>Sheriff</b> – Budget for In-State extradition transportation contract. Highway 285 until 7/11 & BLM patrol revenue, Remainder of contract budget (\$60K) from reductions in other line-items	General	\$17,500
3. <b>Sheriff</b> – Poundmaster Fee Increase – Animal Control (\$5,758) Sources from reduction in other line items	General	0
4. <b>Health Dept</b> – Frost Foundation cash rollover to FY05	General	3,749
5-6. <b>Legal</b> - Workmans Compensation Insurance Premium Increase. (\$60,000). Sources include \$40,000 from cash, \$20,000 from increase in budgeted fees	General	60,000
7. <b>Health Dept</b> - Move budget for Extension Service from Manager's budget to Health Department, County Fair & Extension budget	General	0
8. <b>Corrections</b> - Move Correction Liaison position from Manager's budget to Adult Jail budget. Results in offsetting decrease in direct General Fund expense and increase in General Fund transfer to Jail Fund	General Jail Enterprise	0
9. <b>Public Housing</b> - Breakout previous CHDD budget to Health Department and Public Housing Department	General Housing Enter.	0
10. <b>Health Dept.</b> - Increase in Health Department Director Salary and Benefits, funded from EMS Health Care fund cash	EMS Health Care	17,032
11. <b>Finance</b> - Reclassification of budgeted expense in Lodgers Tax Funds	Lodgers Tax	0
12. <b>Corrections</b> - Re-calculation of Adult Jail budget according to MTC contract. Decrease in care of prisoner revenue (-\$478,615), increase in MOA medical care revenue (\$125,000) and DOJ grant (19,681). Most of budget impact met by General Fund cash transferred to Jail Enterprise fund (\$750,000)	General Jail Enterprise	416,366
13. <b>Public Works</b> - Inclusion of FY 2005 Road Projects in Budget. (BCC Resolution, 7/13/04). Rebudgeting of continuing projects, and new projects. Mostly State Grant funded.	Road Projects	2,501,409
14. <b>Health Dept</b> - Inclusion of Home For Good – El Norte Grant	General	211,928
15. <b>Manager, Land Use, PFMD, Fire</b> - Small Salary and Benefit corrections in budget.	General EMS Health	0

SFC CLERK RECORDED 07/28/2004

COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

RESOLUTION  
PAGES: 7

I Hereby Certify That This Instrument Was Filed for Record On The 28TH Day Of July, A.D., 2004 at 10:36 And Was Duly Recorded as Instrument # **1339200** Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
  
 Deputy County Clerk, Santa Fe, NM  
 Rebecca Bustamante  
 County Clerk, Santa Fe, NM



ATTACHMENT D

PREPARED 07/20/04, 15:50:44 FY 2005 FINAL BUDGET VS INTERIM BUDGET AND FY04 ORIGINAL BUDGET  
PROGRAM GM601L FOR FISCAL YEAR 2005

ACCOUNT DESCRIPTION	FY 2004 ORIGINAL BUDGET	FY 2005 INTERIM BUDGET	FY 2005 FINAL BUDGET	FY 2005 FINAL BUDGET VS FY 2005 INTERIM
* GENERAL FUND	37,711,623	39,426,011	40,422,088	996,077
* CORRECTIONS FUND	471,000	300,000	300,000	0
* PROPERTY VALUATION FUND	627,222	827,862	827,862	0
* ROAD FUND	2,404,137	2,433,057	2,433,057	0
* EMERGENCY MED SVCS FUND	117,203	122,816	122,816	0
* FARM & RANGE FUND	2,500	5,000	5,000	0
* FIRE PROTECTION FUND	786,239	941,008	941,008	0
* LAW ENF. PROTECTION FUND	71,376	66,000	66,000	0
* ENVIRONMENTAL GRT	665,000	713,000	713,000	0
* CAPITAL OUTLAY GRT	7,790,000	8,200,000	8,200,000	0
* LODGERS TAX FACILITY FUND	133,635	142,331	142,331	0
* LODGERS TAX ADVERTISING	188,199	189,874	189,874	0
* RECREATION FUND	1,200	1,400	1,400	0
* CLERK RECORDING FEES FUND	199,000	227,650	227,650	0
* INDIGENT FUND	4,555,252	5,444,775	5,444,775	0
* FIRE TAX 1/4% FUND	1,330,000	2,020,909	2,020,909	0
* SECTION 8 VOUCHER FUND	1,773,952	1,845,813	1,845,813	0
* US DEPT HOUSING URBAN DEV	908,356	742,513	742,513	0
* EMS-HEALTH CARE	7,579,601	7,740,467	7,757,499	17,032
* WILDLIFE/MOUNTAINS/TRAILS	21,947	22,556	22,556	0
* HOUSING CAPITAL IMPROV	886,573	679,560	679,560	0
* ROAD PROJECTS FUND	460,488	433,000	2,934,409	2,501,409
* GOB SERIES 2001	2,545,000	6,016,881	6,016,881	0
* FACILITY BOND 97 PROCEEDS	850,000	382,769	382,769	0
* GEN OBLIG. BOND DEBT SVC	3,821,243	4,163,544	4,163,544	0
* ENVIR GRT BOND DEBT SVC	239,254	0	0	0
* EQUIPMENT LOAN DEBT SVC	377,719	378,566	378,566	0
* GRT REVENUE BOND DEBT SVC	422,300	421,780	421,780	0
* FIRE REV. BOND DEBT SVC	641,655	0	0	0
* REGIONAL PLANNING AUTHRTY	206,975	200,000	200,000	0
* ENTERPRISE - WATER FUND	1,111,062	1,272,446	1,272,446	0
* ENTERPRISE - HOUSING ADMN	1,222,967	1,218,459	1,218,459	0
* JAIL OPERATIONS FUND	12,773,841	15,412,526	15,892,538	480,012
	92,896,519	101,992,573	105,987,103	3,994,530

SFC CLERK RECORDED 07/28/2004