

Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

DATE: *August 28, 2018*

TO: *Board of County Commissioners*

FROM: *Stephanie Schardin Clarke, Finance Director*

VIA: *Katherine Miller, County Manager*

RE: Resolution 2018-____, A Resolution Increasing and Decreasing Various Capital Project Budgets from Various Funding Sources. (Finance Division/Stephanie Schardin Clarke)

ISSUE:

The Finance Division requests approval of this resolution to allocate funds from General Obligation Bond Series 2009, 2013, 2016, and 2017, and the Utilities Fund to current projects that are in need of additional funding to complete the projects.

BACKGROUND:

Each year, the Projects Division and the Finance Division work together to ensure all project funds are appropriately allocated to each project. During this review the following projects were identified as needing additional funding. When allocating these projects the Finance Division ensures the funding is allocated to the appropriate type of project per the parameters of the bond requirements and fund requirements. These projects include:

Public Works Utilities Improvements	\$ 160,000
Rancho Viejo Water Improvements	\$ 400,000
NE/SE Connector	\$ 917,491
County Road 72A	\$ 123,664
El Dorado Trail Improvements	\$ 160,864
Northern NM Solid Waste	\$ 21,382
Total Request	\$1,783,401

This total BAR request to the BCC is \$1,329,109, is also accompanied by an internal bar of \$454,292, for a total of \$1,783,401.

ACTION REQUESTED:

The Finance Division requests approval of this resolution to allocate funding in various capital project budgets in the amount of \$1,329,109 in funds 335, 351, 352, 354, 356 and 505.

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM (BAR _____)

Entered by Finance

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Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

NOTE: THIS FORM MUST BE ACCOMPANIED BY A "BUDGET ADJUSTMENT NARRATIVE FORM"

Requesting Department/ Division: CMO/Finance Date: 8/24/2018

Line-Item Transfer: X (between cost centers) X Capital Package Request _____ Contingency Request _____ Other _____

BUDGETED REVENUE: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
335	0000	385	04-00	GOB Series 2009/Budgeted Cash	\$ 22,675	
351	0000	385	04-00	GOB Series 2013/Budgeted Cash	\$ 387,252	
352	0000	385	04-00	GOB Series 2015/Budgeted Cash	\$ 132,321	
354	0000	385	04-00	GOB Series 2016/Budgeted Cash	\$ 564,469	
TOTAL (IF SUBTOTAL, check here) →					\$ 1,106,717	\$ -


BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY/ LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
335	1442	482	80-10	GOB Series 2009//West Sector Utility/Roadways	\$ 1,293	
335	6201	481	80-85	GOB Series 2009/West Sector Utility/Leasehold Land Acq.	\$ 21,382	
351	1449	444	80-10	GOB Series 2013/Eldo-Canoncito-SE Sector/Roadways	\$ 66,788	
351	6181	453	80-10	GOB Series 2013/Eldo-Canoncito-SE Sector/Roadways	\$ 320,464	
352	6181	453	80-10	GOB Series 2015/NE-SE Connector/Roadways	\$ 132,321	
354	1442	482	80-10	GOB Series 2016/West Sector Utility Improv/Roadways	\$ 43,707	
354	1469	482	80-10	GOB Series 2016/Rancho Viejo Watr Svc Imp/Roadways	\$ 56,056	
354	6181	453	80-10	GOB Series 2016/NE-SE Connector/Roadways	\$ 464,706	
356	7708	481	80-10	GOB Series 2017/Santa Fe River Greenway/Roadways	\$ 107,392	
505	1442	482	80-10	Water-Utility/West Sector Utility Improv/Roadways	\$ 115,000	
TOTAL (IF SUBTOTAL, check here) →					\$ 1,329,109	\$ -

Requested by: Erika Lovato 

Date: 8/24/2018

Title: Budget Administrator

Finance Department Approval: 

Date: 8/24/2018 Entered by: _____ Date: _____

County Manager Approval: _____

Date: _____ Updated by: _____ Date: _____

[illegible]

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

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ATTACH ADDITIONAL SHEETS IF NECESSARY

DEPARTMENT CONTACT:

Name: John M. Tennyson Dept/Div: CMO/Finance Phone No: 505-956-6321

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):

1) Please Summarize the Request and its purpose

Requesting to budget funds for capital outlay projects with General Obligation Bond funds and Utilities Funds.

a) Employee Actions

Line Item	Action (Add/Delete Position, Reclass Overtime)	Position Type (permanent, term)	Position Title

b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount
80-10	Roadway Construction	\$ 1,307,727.00
80-85	Public Works Utilities Improvement	\$ 21,382.00

2) Is the budget action for RECURRING expense _____ or for NON-RECURRING (one-time only) expense X

3) Does this BAR include state or federal funds? Yes _____ No X

If YES, please cite and attach a copy of statute, if a special appropriation, include grant name, number, award date and amount, and attach a copy of award letter and proposed budget.

4) Is this request a result of Commission action? Yes _____ No X

If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).

5) Please identify other funding sources used to match this request. N/A

SANTA FE COUNTY

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2019 (July 1, 2018 Through June 30, 2019)

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RESOLUTION 2019 - _____

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This _____ Day of _____, 2018.

Santa Fe Board of County Commissioners

Anna Hansen, Chairperson

ATTEST:

Geraldine Salazar, County Clerk