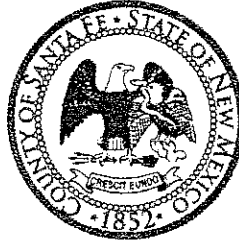


Henry P. Roybal
Commissioner, District 1

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

MEMORANDUM

Date: September 12, 2017

To: Santa Fe County Board of County Commissioners

From: Don Moya, Finance Division Director *(DM)*

Via: Tony Flores, Deputy County Manager

Re: Resolution No. 2017- _____, A Resolution Requesting a Budget Increase to the Lodgers' Tax Facility Fund (214) and Lodgers' Tax Advertising Fund (215) for additional revenues and expenditures totaling \$344,000 (Finance Division/Don Moya).

ISSUE

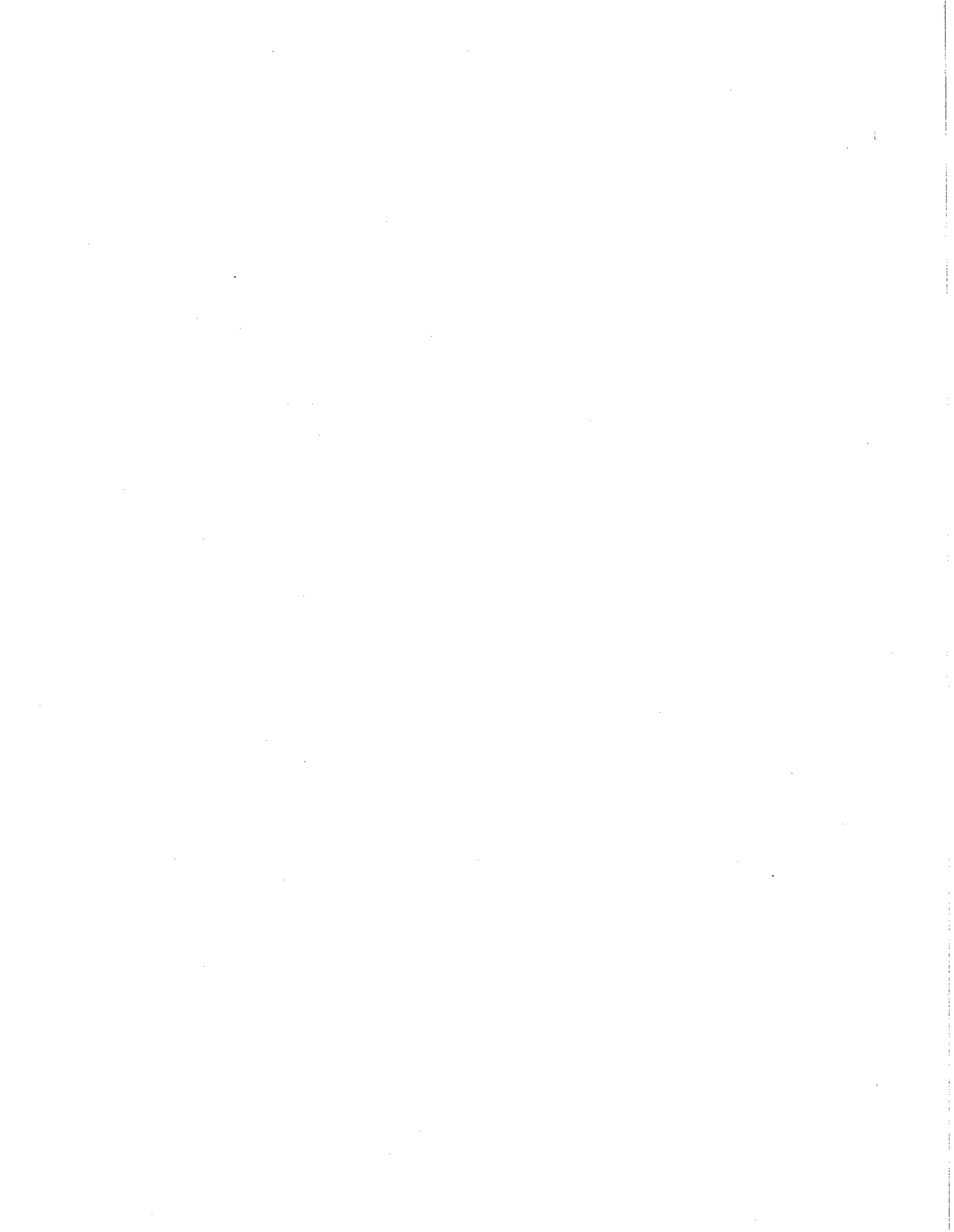
The Santa Fe County Finance Division is requesting a budget increase to the Lodgers' Tax Facility Fund (214) and the Lodgers' Tax Advertising Fund (215) in the amount of \$344,000. The budgeted cash is available due to revenue's coming in above the budgeted amount in prior years.

BACKGROUND

Santa Fe County receives revenue for the Lodgers' Tax in accordance with the Santa Fe County Resolution 1999-10. Each fiscal year a budget is created for each of these funds in accordance with the SFC Resolution 1999-10 and Sections 3-38-13 to 3-38-24 of NMSA 1978, from the anticipated collection of the Lodgers' Tax.

ACTION REQUIRED

The Finance Division is requesting to approval to budget revenue and expenditures in the Lodgers' Tax Facility Fund (214) and the Lodgers' Tax Advertising (215) Funds.



SANTA FE COUNTY

RESOLUTION 2017 - _____

A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on September 12, 2017, did request the following budget adjustment:

Department / Division: County Manager / Lodgers Tax Fund Name: Lodgers Tax (214 and 215)

Budget Adjustment Type: Budget Increase Fiscal Year: 2018 (July 1, 2017 - June 30, 2018)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT / DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT / OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
214	0000	385	04-00	Lodgers Tax Facility Fund/Budgeted Cash	48,000	
215	0000	385	02-00	Lodgers Tax Advertising/Budgeted Cash	296,000	
TOTAL (if SUBTOTAL, check here)					344,000	

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
214	0310	433	60-07	Operational Supplies	8,000	
214	0759	481	40-03	Infrastructure	40,000	
215	0320	433	50-03	Services Contractual	296,000	
TOTAL (if SUBTOTAL, check here)					344,000	

Requesting Department Approval: _____ Title: _____ Date: _____

Finance Department Approval: Don Meyer Date: 9-1-17 Entered by: _____ Date: _____

County Manager Approval: _____ Date: _____ Updated by: _____ Date: _____

SANTA FE COUNTY
RESOLUTION 2017 - 2018

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Don Moya Dept/Div: County Manager/Lodgers Tax Phone No.: 986-2780

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.
 - We are requesting to budget excess cash for the Lodgers Tax Fund to cover additional contractual services, operational supplies and Infrastructure for open space. These funds are available due to the tax received exceeding the budgeted revenue and expenditures.

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
50-03	Contractual Services for advertising and promotion of Santa Fe County	296,000

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

SANTA FE COUNTY

RESOLUTION 2017 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Don Moya Dept/Div: County Manager/ Lodgers Tax Phone No.: 992-9848

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

- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
 - a) If this is a state special appropriation, YES _____ NO X
If YES, cite statute and attach a copy.
 - b) Does this include state or federal funds? YES _____ NO X
If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget.
 - c) Is this request is 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.).
 - d) Please identify other funding sources used to match this request. N/A

SANTA FE COUNTY
RESOLUTION 2017 - _____

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 _____, 2017.

Santa Fe Board of County Commissioners

Henry P. Roybal, Chairperson

ATTEST:

Geraldine Salazar, County Clerk



