

**THE BOARD OF COUNTY COMMISSIONERS OF
SANTA FE COUNTY, NEW MEXICO**

RESOLUTION NO. 2018-_____

A RESOLUTION

**DETERMINING REASONABLE NOTICE FOR CALENDAR YEAR 2019 IN
ACCORDANCE WITH THE NEW MEXICO OPEN MEETINGS ACT, APPLICABLE
TO ALL MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS ("BCC")
AND TO THE MEETINGS OF COUNTY BOARDS AND COMMITTEES CREATED
AND APPOINTED BY THE BCC ("APPOINTED COUNTY COMMITTEES");
ESTABLISHING PERMISSIBLE MEETING LOCATIONS AND A WEBCAST AND
BROADCAST POLICY**

WHEREAS, the New Mexico Open Meetings Act ("Act") provides that "[a]ll meetings of a quorum of members of any board, commission, administrative adjudicatory body or other policymaking body of . . . any county, . . . held for the purpose of formulating public policy, including the development of personnel policy, rules, regulations or ordinances, discussing public business or taking any action within the authority of or the delegated authority of any board, commission or other policymaking body are declared to be public meetings open to the public at all times, except as otherwise provided in the constitution of New Mexico or the [Act]" [NMSA 1978, Section 10-15-1(B) (2013)]; and

WHEREAS, the Act further provides that "[a]ny meetings at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs and at which a majority or quorum of the body is in attendance, and any closed meetings, shall be held only after reasonable notice to the public" [NMSA 1978, Section 10-15-1(D)]; and

WHEREAS, the Act further requires a public body to "determine at least annually in a public meeting what notice for a public meeting is reasonable when applied to that body" [NMSA 1978, Section 10-15-1(D)]; and

WHEREAS, pursuant to Section 10-15-1(D), the BCC hereby defines for calendar year 2019 reasonable notice for meetings of the BCC and Appointed County Committees; and

WHEREAS, this Resolution also establishes permissible meeting locations and a webcast and broadcast policy.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BCC AS FOLLOWS:

1. Regular Meetings.

A. BCC Meetings.

i. Time and Place; Schedule for Calendar Year 2019. From January 1, 2019, through December 31, 2019, regular meetings of the BCC will be held at the Santa Fe County ("County") Administrative Building (located at 102 Grant Avenue, Santa Fe, New Mexico), beginning at 2:00 p.m., on the second and last Tuesday of each month, except that there will be

only one BCC meeting in December, on December 10, 2019. A copy of the complete calendar of regular meetings of the BCC for calendar year 2019 is attached to this Resolution as Appendix 1.

ii. Notice. This Resolution and Appendix 1 shall be posted in a conspicuous place at the County Administrative Building. Posting of this Resolution and Appendix 1 shall constitute reasonable notice of all regular meetings of the BCC. This Resolution and Appendix 1 shall also be posted on the County website.

iii. Notice of a Rescheduled Regular Meeting. If a regular meeting is rescheduled from the date, time, or location specified in this Resolution and Appendix 1, notice of the rescheduled meeting shall be posted in a conspicuous place at the County Administrative Building at least ten (10) days prior to the date of the meeting.

iv. Notice to Radio, Television and Print Media. Notice of a regular meeting of the BCC will be provided to broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made written request for such notice.

B. Appointed County Committees.

i. Time and Place. The regular meeting schedule of an Appointed County Committee may be specified in the BCC resolution creating the Committee. However, if not so specified, the time and place of regular meetings may be specified in a written decision of the Appointed County Committee or documented in the meeting minutes of the Committee.

ii. Notice, Annual Schedule. Notice of a regular meeting of an Appointed County Committee shall be posted in a conspicuous place at the County Administrative Building at least ten (10) days before the meeting. Alternatively, a regular meeting schedule of an Appointed County Committee, if any, may be adopted for calendar year 2019 and posted in a conspicuous place at the County Administrative Building.

iii. Notice of a Rescheduled Regular Meeting. If a regular meeting of an Appointed County Committee is rescheduled from the date, time, or location specified on the annual schedule, notice of the rescheduled meeting shall be posted in a conspicuous place at the County Administrative Building at least ten (10) days prior to the date of the meeting.

iv. Notice to Radio, Television and Print Media. Notice of a regular meeting of an Appointed County Committee shall also be provided to broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made written request for such notice.

2. Special Meetings.

A. When Held. A special meeting of the BCC may be called by the Chair or by a majority of the members of the BCC at such time and place as they deem appropriate. A special meeting of an Appointed County Committee may be called by its chair or by a majority of its members at such time or place they deem appropriate.

B. Notice of Special Meeting. Notice of a special meeting shall be posted in a conspicuous place at the County Administrative Building at least three (3) days before the meeting.

C. Notice to Radio, Television and Print Media. Notice of a special meeting shall be provided to broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made written request for such notice.

3. Emergency Meetings.

A. BCC Emergency Meeting. An emergency meeting of the BCC may be called by the Chair or by a majority of the members of the BCC to consider unforeseen circumstances that, if not addressed immediately, will likely result in injury or damage to persons or property or substantial financial loss to the County. An emergency meeting may be conducted at a time and place as the Chair or a majority of the members of the BCC may deem appropriate under the circumstances.

B. Appointed County Committee Emergency Meetings. An emergency meeting of an Appointed County Committee may be called by its chair or by a majority of its members to consider unforeseen circumstances that, if not addressed immediately, will likely result in injury or damage to persons or property or substantial financial loss to the County, to be held at such time or place as they may deem appropriate under the circumstances.

C. Notice. If possible given the emergency circumstances, notice of an emergency meeting shall be posted in a conspicuous place at the County Administrative Building at least twenty-four (24) hours prior to the meeting. If twenty-four (24) hours advance notice cannot be given, notice shall be posted as soon as possible.

D. Notice to Radio, Television and Print Media. Notice of an emergency meeting shall be provided to broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made written request for such notice.

E. Required Report. Any action taken at an emergency meeting shall be reported to the Attorney General's Office, as described in paragraph 4 of this Resolution.

4. Agendas. Meeting notices shall include an agenda containing a list of specific items of business to be discussed or transacted at the meeting or information on how the public may obtain a copy of such an agenda. If not included in the notice of meeting, a final agenda shall be prepared and posted in a conspicuous place at the County Administrative Building and on the County's web site at least seventy-two (72) hours before the meeting. Except for emergency matters, action shall be taken only on items appearing on the final agenda. An "emergency" refers to "unforeseen circumstances that, if not addressed immediately by the public body, will likely result in injury or damage to persons or property or substantial loss to the public body." NMSA 1978, Section 10-15-1(F). Within ten (10) days of taking action on an emergency matter, the County shall report to the Attorney General's Office the action taken and the circumstances creating the emergency, except in the event of a declared state or federal emergency.

5. Recessed Meetings. A meeting may be recessed to a later day, if, prior to recessing, the date, time and place for continuation of the meeting is specified, and, immediately following the recessed meeting, notice of the date, time and place for the reconvened meeting is posted on or near the door of the place where the original meeting was held. Only matters appearing on the agenda of the original meeting may be discussed at the reconvened meeting unless notice of the reconvened meeting is provided as otherwise set forth herein.

6. Cancelled Meetings. A meeting may be cancelled by posting a notice of cancellation in a conspicuous place at the County Administrative Building and posting notices of the cancelled meeting on the doors of the building where the meeting was to be held as soon as practicable prior to the time and date of the cancelled meeting.

7. **Participation by Conference Telephone.** A member of the BCC may participate in a meeting of the BCC by means of conference telephone or other similar communications equipment when it is difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the BCC who speaks, during the meeting.

8. **Closed Meetings.** If authorized by the Act, the BCC or an Appointed County Committee may meet in executive session, which shall be closed to the general public, as follows:

A. An otherwise open meeting may temporarily be closed during the meeting, by majority vote of the quorum. The authority for closing the meeting and the subject to be discussed in executive session shall be stated with reasonable specificity in a motion to go into executive session. The votes on the motion shall be made in open session, and the vote of each member shall be recorded in the minutes. Only those subjects announced or voted upon prior to going into executive session may be discussed in the executive session.

B. A closed meeting may be scheduled and conducted separately from an open meeting if advance public notice of the closed meeting appropriate under the circumstances provided. Such notice shall state with reasonable specificity: (1) the provision(s) of the Act authorizing the closed meeting; and (2) the subject(s) to be discussed.

C. Following completion of a closed meeting, the minutes of the open meeting that was temporarily closed under Paragraph 8(A), or the minutes of the next open meeting if the closed meeting was separately scheduled under Paragraph 8(B), shall state that the matters discussed in the closed meeting were limited only to those specified in the motion or notice of the closed meeting, as applicable.

9. **Scope of Resolution.** This Resolution applies to the meetings of the BCC and, except as may otherwise be provided by a resolution specific to a given Committee, the meetings of Appointed County Committees. The Resolution does not apply to meetings of any board or committee of entities created under the New Mexico Joint Powers Agreement Act or that are otherwise legally separate from the County, including the Extraterritorial Land Use Authority, the Extraterritorial Land Use Commission, the Buckman Direct Diversion Board, the Regional Planning Authority, the Regional Emergency Communications Committee, the Northern Central Regional Transit District, and the Solid Waste Management Authority.

10. **BCC Meeting Locations.** Pursuant to NMSA 1978, Section 4-38-8 (1981), BCC meetings shall be held in the City of Santa Fe, except that meetings concerning matters of local interest only may be held in the community affected. All BCC meetings shall be held in a public building owned by the State, County, or public schools.

11. **Webcasting and Broadcasting Policy.** Unless it is impracticable or impossible to do so, BCC meetings shall be webcast live on the County's internet site and broadcast live on local radio and television stations. In addition, video recordings of BCC meetings shall be made available on the County's internet site for no less than one year.

12. **Effective Date; Sunset.** This Resolution shall become effective on January 1, 2019, and shall sunset on December 31, 2019.

PASSED, APPROVED, AND ADOPTED THIS 11th DAY OF DECEMBER, 2018.

**BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY**

By: _____
Anna Hansen, Chair

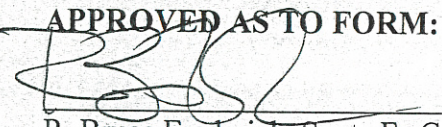
Date: _____

ATTEST:

Geraldine Salazar, Santa Fe County Clerk

Date: _____

APPROVED AS TO FORM:



R. Bruce Frederick, Santa Fe County Attorney

Date: 11/15/2018

APPENDIX 1

**NOTICE OF REGULAR MEETINGS OF THE BOARD OF COUNTY
COMMISSIONERS OF SANTA FE COUNTY TO BE HELD FROM JANUARY 1, 2019,
TO DECEMBER 31, 2019, IN THE COMMISSION CHAMBERS ON THE SECOND
FLOOR OF THE SANTA FE COUNTY ADMINISTRATIVE BUILDING
LOCATED AT 102 GRANT AVENUE SANTA FE NM 87501**

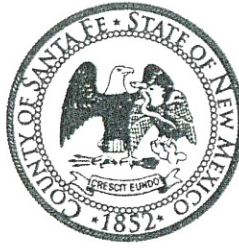
January 8, 2019	2:00 PM
January 29, 2019	2:00 PM
February 12, 2019	2:00 PM
February 26, 2019	2:00 PM
March 12, 2019	2:00 PM
March 26, 2019	2:00 PM
April 9, 2019	2:00 PM
April 30, 2019	2:00 PM
May 14, 2019	2:00 PM
May 28, 2019	2:00 PM
June 11, 2019	2:00 PM
June 25, 2019	2:00 PM
July 9, 2019	2:00 PM
July 30, 2019	2:00 PM
August 13, 2019	2:00 PM
August 27, 2019	2:00 PM
September 10, 2019	2:00 PM
September 24, 2019	2:00 PM
October 8, 2019	2:00 PM
October 29, 2019	2:00 PM
November 12, 2019	2:00 PM
November 26, 2019	2:00 PM
December 10, 2019	2:00 PM

Final agendas for these meetings shall be posted in a conspicuous and appropriate place at the Santa Fe County Administrative Building located at 102 Grant Avenue Santa Fe NM 87501 and on the County's internet web site at least seventy-two (72) hours before the meeting.

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

To: Board of County Commissioners

From: Sonya Quintana, Interim Human Resources Director

Via: Katherine Miller, County Manager

Date: November 7, 2018

Re: Resolution 2018-____, A Resolution Authorizing Holidays, Closing of County Offices, and the 2019 Santa Fe County Employee Calendar

Issue:

The Santa Fe County Employee Calendar requires approval by the Santa Fe County Board of County Commissioners.

Background:

Annually, the HR Division presents the Board of County Commission with an Employee Calendar. The annual employee calendar delineates pay period ending dates, pay days and observed holidays. The Board of County Commissioners considers approval of the resolution authorizing legal holidays, closing of County offices and the Employee Calendar annually. The observed holidays requested are consistent with many other federal, state, and local governmental offices.

Recommendation:

The Human Resources Division is requesting approval of the attached resolution and the 2019 Santa Fe County Employee Calendar.

Attachments:

- A. Resolution authorizing legal holidays, closing of County Offices, and the 2019 Santa Fe County Employee Calendar
- B. The 2019 Santa Fe County Employee Calendar

**THE BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY**

RESOLUTION NO. 2018 - _____

**AUTHORIZING HOLIDAYS, CLOSING OF COUNTY OFFICES, AND
THE 2019 SANTA FE COUNTY EMPLOYEE CALENDAR**

WHEREAS, the Board of County Commissioners of Santa Fe County ("the BCC") proposes to allow certain legal holidays to be observed as non-working days for employees of Santa Fe County; and

WHEREAS, it is incumbent upon all employees to be allowed the opportunity to celebrate these historic events; and

WHEREAS, it is beneficial for employees to have an Employee Calendar that reflects observed holidays, dates that the pay period ends, and pay days.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Santa Fe County that the following dates shall be observed as legal holidays and non-working days by the employees of Santa Fe County and the 2019 Santa Fe County Employee Calendar attached as Exhibit A and made a part hereof by reference, shall be used as the official Santa Fe County Employee Calendar unless otherwise stated in collective bargaining agreements. Employees on the 207K partial exemption will observe holidays on the actual holiday.

<u>Holiday/Event</u>	<u>Actual Holiday</u>	<u>Observed Holiday</u>
New Year's Day	Tuesday, January 1, 2019	Tuesday, January 1, 2019
Martin Luther King, Jr.'s Day	Monday, January 21, 2019	Monday, January 21, 2019
Presidents' Day	Monday, February 18, 2019	Friday, November 29, 2019
Memorial Day	Monday, May 27, 2019	Monday, May 27, 2019
Independence Day	Thursday, July 4, 2019	Thursday, July 4, 2019
Labor Day	Monday, September 2, 2019	Monday, September 2, 2019
Columbus/Indigenous Peoples' Day	Monday, October 14, 2019	Monday, October 14, 2019
Veterans Day	Monday, November 11, 2019	Monday, November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019	Thursday, November 28, 2019
Christmas Day	Wednesday, December 25, 2019	Wednesday, December 25, 2019

PASSED, APPROVED, AND ADOPTED this 27th day of November, 2018.




**BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY**

By: _____
Anna Hansen, Chair

ATTEST:

Geraldine Salazar
Santa Fe County Clerk

APPROVED AS TO FORM:

_____
R. Bruce Frederick
Santa Fe County Attorney

2019 SANTA FE COUNTY EMPLOYEE CALENDAR



JANUARY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30	31		

FEBRUARY

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MARCH

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31						

APRIL

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28	29	30				

MAY

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JUNE

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30						

JULY

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28	29	30	31			

AUGUST

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25	26	27	28	29	30	31

SEPTEMBER

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22	23	24	25	26	27	28
29	30					

OCTOBER

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

PAY PERIOD END

PAY DAY

OBSERVED HOLIDAY

EXHIBIT

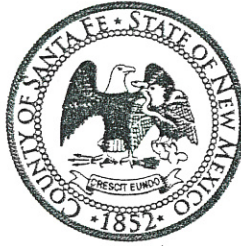
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2019

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: November 27, 2018

To: Santa Fe County Board of County Commissioners

From: Stephanie Schardin Clarke, Finance Division Director *[Signature]*

Via: Katherine Miller, County Manager, Santa Fe County

Re: Resolution No. 2018-____, A Resolution Approving a Budget Increase To General Obligation Bond Series 2018 Fund (358) in the amount of \$13,223,597 and the Debt Service Fund (401) \$98,431 To Budget Funds for 2018 Bond Sale.

ISSUE

The purpose of this request is to budget proceeds of for the Series 2018 General Obligation Bonds.

BACKGROUND

On November 8, 2016, Santa Fe County voters authorized the Board of County Commissioners to issue general obligation bonds to acquire, construct, design, equip and improve: county roads, water and wastewater, fire and other public safety facilities, trails and parks, and improve community health facilities within Santa Fe County in the amount of \$35,000,000. The initial Bond Sale for this authorization took place on September 12, 2017, in the amount of \$22,015,000.

On September 11, 2018, the Board of County Commissioners approved a Notice of Sale Resolution for the General Obligation Bond Series 2018 (Resolution Number 2018-97) in the amount of \$12,985,000. The Series 2018 Bonds are authorized for the following projects:

Road Projects	\$ 5,885,000
Water and Waste Water Projects	\$ 3,300,000
Fire and Public Safety Facilities	\$ 1,200,000
Open Space, Trails and Parks	\$ 2,600,000
Total	\$12,985,000

The bond premeium of \$238,597, will be budgeted in GO Bond Series 2018 fund (358) to pay the cost of issuing the bonds in the amount of \$140,166, which includes the underwriter discount of \$23,666. \$98,431 will be budgeted in the General Obligation Debt Service (401) to pay principal and interest on the bonds.

ACTION REQUESTED

The Finance Division requests approval of this Resolution to budget \$13,322,028 to the 2018 General Obligation Bond Fund (358) to fund expenditures related to the approved projects and issuance costs and \$98,431 to the Debt Service Fund (401) to pay principal and interest related to the 2018 Bond Sale.

SANTA FE COUNTY

Page 1 of 5

RESOLUTION 2018 - _____

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

Whereas, the Board of County Commissioners meeting in regular session on November 27, 2018, did request the following budget adjustment:

Department / Division: CMO/Finance Fund Name: GOB Series 2018 (358) Debt Service (401)

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
358	0000	321	00-00	GOB Series 2018/Bond Proceeds	12,985,000	
358	0000	321	02-00	GOB Series 2018/Bond Premium	238,597	
401	0000	390	03-58	Transfer From Fund	98,431	
TOTAL (if SUBTOTAL, check here)					\$13,322,028	

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
358	6226	453	80-10	GOB Series 2018/Balsa Road/Roadways	480,000	
358	6227	453	80-10	GOB Series 2018/Camino Sudeste/Roadways	256,000	
358	6228	453	80-10	GOB Series 2018/County Road 105/Roadways	400,000	
358	6229	453	80-10	GOB Series 2018/County Road 54/Roadways	350,000	
TOTAL (if SUBTOTAL, check here x)					\$1,486,000	

Requesting Department Approval: Erika D. Lovato Title: Budget Administrator Date: 11/14/2018

Finance Department Approval: [Signature] Date: 11-19-18 Entered by: _____ Date: _____

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

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SANTA FE COUNTY

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RESOLUTION 2018 -

BUDGET ADJUSTMENT CONTINUATION SHEET

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
TOTAL (if SUBTOTAL, check here)						

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
358	6230	453	80-10	GOB Series 2018/County Road 88B/Roadways	120,000	
358	6181	481	80-10	GOB Series 2018/NE-SE Connector/Roadways	3,605,000	
358	6231	453	80-10	GOB Series 2018/Paseo Del Pinon/Roadways	410,000	
358	6232	453	80-10	GOB Series 2018/Tetzoco Road/Roadways	252,000	
358	6233	453	80-10	GOB Series 2018/Toltec Road/Roadways	12,000	
358	1493	444	80-10	GOB Series 2018/System Distr./Roadways	500,000	
358	1494	445	80-10	GOB Series 2018/Waste Water Treat/Roadways	2,800,000	
358	8029	483	80-01	GOB Series 2018/Pojo Fire Sta. 2/Buildings & Struc.	1,200,000	
358	7711	483	80-01	GOB Series 2018/Thornton Ranch/Roadways	2,600,000	
358	0303	412	70-43	GOB Debt Service/Bond Issuance Costs	140,166	
401	1610	419	90-02	GOB Debt Service/Interest Payment	98,431	
358	0000	490	04-01	Transfer To Fund 401	98,431	
TOTAL (if SUBTOTAL, check here)					\$13,322,028	

SANTA FE COUNTY

RESOLUTION 2018 - _____

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Erika Lovato Dept/Div: CMO/Finance Phone No.: 992-6321

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. The purpose of this request is to budget the funds for the 2018 General Obligation Bond Series and the related funds for debt service. On November 8, 2016, Santa Fe County voters authorized the Board of County commissioners to issue General Obligation Bonds to acquire, construct, design, equip and improve: county roads, water and wastewater, fire and other public safety facilities, trails and parks, and improve community health facilities all within Santa Fe County in the Amount of \$35,000,000. The initial Bond Sale for this authorization took place on September 12, 2017, in the amount of \$22,015,000. The Finance Division requests approval of this Resolution to budget \$13,223,597 to the General Obligation Bond Fund 2018 (358) to fund expenditures related to the approved projects and \$98,431 to the Debt Service Fund (401) to pay for issuance costs and principal and interest related to the 2018 Bond Sale.

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	Bond Projects Roadways, Bridges Culverts Etc..	9,185,000
80-01	Building and Structures	3,800,000

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

SANTA FE COUNTY

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RESOLUTION 2018 - _____

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Erika D. Lovato Dept/Div: CMO/Finance Phone No.: 986-6321

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 X NO _____
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
Resolution 2018-97
 - d) Please identify other funding sources used to match this request. N/A

SANTA FE COUNTY

RESOLUTION 2018 - _____

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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

