

SANTA FE COUNTY

RESOLUTION 2003 - 42

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

Whereas, the Board of County Commissioners meeting in regular session on March 25, 2003, did request the following budget adjustment:

Office / Division: Office of the County Clerk Fund Name: Clerk Filing Fees

Budget Adjustment Type: Budget Increase Fiscal Year: 2003 (July 1, 2002 - June 30, 2003)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	OFFICE/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
218	0910	385	0200	Budgeted Cash	\$10,000	
TOTAL (if SUBTOTAL, check here)					\$10,000.00	

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	OFFICE/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
218	0910	416	5090	Other Contractual Services	\$10,000.00	
TOTAL (if SUBTOTAL, check here)					\$10,000.00	

Requesting Office Approval: *Robert Kettle* Title: _____ Date: _____

Finance Department Approval: *Patricia Hill* Date: 3-18-03 Entered by: _____ Date: _____

County Manager Approval: _____ Date: _____

2475890

SANTA FE COUNTY

RESOLUTION 2003 - 42

ATTACH ADDITIONAL SHEETS IF NECESSARY.

OFFICE CONTACT:

Name: Rebecca Bustamante Office/Div: Clerk's Office Phone No.: 986-6287

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.
To pay costs of microfilming services for Clerk's office; to consist of filming daily work and plat per contract No. 22-0045-CL.

- 2) Why was this request not included in the Fiscal Year 2003 Operating Budget?
The funds are being requested from the Clerk Filing Fees Fund. At the time the FY 2003 budget was prepared, it was impossible to know the exact extent of our daily work and plat. A computation of work and expenditures for the first seven months of the fiscal year suggests that we will need an additional \$10,000, added to the currently \$21,000.00 available in the category, to cover microfilming costs through the end of the fiscal year.

- 3) Is the transfer recurring or non-recurring and what are the future funding impacts of this request?
We expect the daily work and plat will continue to be contracted out in FY 2004. We will request additional monies, using current and past year information as a basis for our request.

- 4) 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, cite statute and attach a copy.
No impact on a revenue source.

 - b) If this is a state or federal grant, cite grant name, number, award date and amount.
N/A

2475891

SANTA FE COUNTY
RESOLUTION 2003- 42

ATTACH ADDITIONAL SHEETS IF NECESSARY.

OFFICE CONTACT:

Name: Rebecca Bustamante Office/Div: Clerk's Office Phone No.: 986-6287

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

- 4) (Continued):
 - c) If this request is a result of Commission action, please cite and attach a copy of supporting documentation.
No Commission action

 - d) Please identify other funding sources that can be used to match this request.
N/A

- 5) If this request impacts the Capital Purchases category, please detail items to be purchased and what they will be used for.
N/A

- 6) Does this request have an FTE impact for the office/division? If request increases FTE, include number of positions, position type (term, permanent, etc.), and the future funding impact and revenue source.
No FTE impact.

2475892

2475893

SANTA FE COUNTY

RESOLUTION 2003 - 42

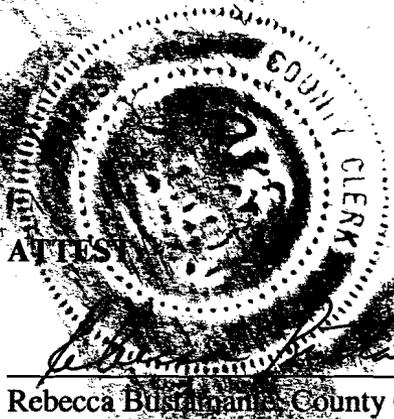
NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This 25th Day of March 2003.

Santa Fe Board of County Commissioners


Jack Sullivan, Chairperson

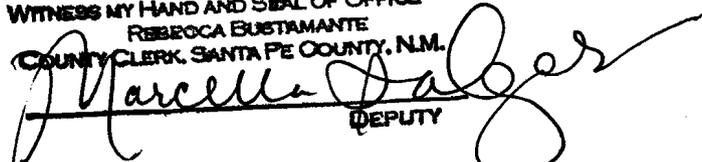



Rebecca Bustamante, County Clerk

Approved As To Form.

for By 
County Attorney

1256.272
COUNTY OF SANTA FE } ss
STATE OF NEW MEXICO
I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED
FOR RECORD ON THE 26 DAY OF Mar A.D.
20 03 AT 8:12 O'CLOCK a.m.
AND WAS ONLY RECORDED IN BOOK 2475
PAGE 890-893 OF THE RECORDS OF
SANTA FE COUNTY

WITNESS MY HAND AND SEAL OF OFFICE
REBECCA BUSTAMANTE
COUNTY CLERK, SANTA FE COUNTY, N.M.

DEPUTY