

**RESOLUTION 2009 - 168**

**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 29, 2009 did request the following budget adjustment:

Department / Division: Community Services/Administration

Fund Name: Youth Shelter & Family Services

Budget Adjustment Type: Budget Increase

Fiscal Year: 2010 (July 1, 2009 - June 30, 2010)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT DIVISION XXX	FUNCTION DIVISION XXX	OBJECT CLASSIFICATION XXX	DESCRIPTION	AMOUNT	REMARKS
101	0000	385	0100	Budgeted Cash	6,000	
TOTAL (if SUBTOTAL, check here)						

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT DIVISION XXX	FUNCTION DIVISION XXX	OBJECT CLASSIFICATION XXX	DESCRIPTION	AMOUNT	REMARKS
101	2236	415	4001	Youth Shelter /Maintenance/Buildings & Structures	6,000	
TOTAL (if SUBTOTAL, check here)					6,000	

Requesting Department Approval: Joseph Gutierrez  Title: Director, Community Services Department Date: September 2, 2009

Finance Department Approval: Wendy Martinez  Date: 9/22/09 Entered by: \_\_\_\_\_ Date: \_\_\_\_\_

County Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_ Updated by: \_\_\_\_\_ Date: \_\_\_\_\_

SANTA FE COUNTY

SFC CLERK RECORDED 09/30/2009

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Pamela Lindstam Dept/Div: Community Services/Administration Phone No.: 992-9860

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 funds in the amount of \$6,000 into the appropriate account #101-2236-415-4001 that were received from the Youth Shelter & Family Services for maintenance of the Youth Shelter facility located on Agua Fria per the Lease Agreement with Santa Fe County. The Youth Shelter pays to the County \$500 per month for maintenance expenses; the County received \$6,000 for FY 2009. Recently, the Youth Shelter requested that VCT flooring be installed at the center to replace worn carpeting that was determined to be inadequate during a recent audit. These funds will be used for that purpose.

a) Employee Actions

Table with 4 columns: 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:

Table with 3 columns: Line Item, Detail (what specific things, contracts, or services are being added or deleted), Amount

- 2) Is the budget action for RECURRING expense \_\_\_\_\_ or for NON-RECURRING (one-time only) expense \_\_\_X\_\_\_

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**ATTACH ADDITIONAL SHEETS IF NECESSARY.**

**DEPARTMENT CONTACT:**

Name: Pamela Lindstam

Dept/Div: Community Services/Administration

Phone No.: 992-9860

**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.

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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 29th Day of September, 2009.

Santa Fe Board of County Commissioners

*Michael D. Anaya*  
Michael D. Anaya, Chairperson

ATTEST:

*Valerie Espinoza*  
Valerie Espinoza, County Clerk



COUNTY OF SANTA FE ) BCC RESOLUTIONS  
STATE OF NEW MEXICO ) ss PAGES: 4  
I Hereby Certify That This Instrument Was Filed for  
Record On The 30TH Day Of September, 2009 at 02:19:15 PM  
And Was Duly Recorded as Instrument # **1578764**  
Of The Records Of Santa Fe County  
Deputy *Valerie Espinoza* Witness My Hand And Seal Of Office  
County Clerk, Santa Fe, NM