

SANTA FE COUNTY

RESOLUTION NO. 2013-26

RESOLUTION 2013-__
A RESOLUTION ESTABLISHING PROCEDURES FOR THE INTRODUCTION OF
RESOLUTIONS WHICH MIGHT HAVE A FISCAL IMPACT ON SANTA FE COUNTY
OR WHICH CREATE OR AMEND PROGRAMS OR POLICIES

WHEREAS, Santa Fe County recognizes the necessity of developing a uniform procedure for determining the fiscal impact of resolutions, including those creating new programs or policies, amending existing programs or policies, or for one time expenditures including real property acquisition and construction or acquisition of County facilities;

WHEREAS, a proper process for vetting resolutions which have a fiscal impact, create or amend policy, or implicate real property acquisition and construction or acquisition of County facilities, should include placement of a draft resolution on an agenda of the Board of County Commissioners (the BCC) for review and discussion only, as well as assignment of the draft resolution to the appropriate department for a financial impact analysis and/or a policy impact summary; and

WHEREAS, fiscal impact reports would be most useful if they provided cost projections and a cumulative forecast of the fiscal impact over the first four years following adoption of the resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE SANTA FE COUNTY BOARD OF COUNTY COMMISSIONERS THAT the following shall be Santa Fe County's uniform procedure for introducing resolutions which might have a fiscal impact on Santa Fe County or which create or amend policies or programs, including those approving real property acquisitions or construction or acquisition of County facilities, but not including budget adjustment resolutions or grant agreements:

1. A draft of each resolution shall be placed on the agenda for review and discussion at least one BCC meeting prior to being placed on a BCC agenda as an action item;
2. Each draft resolution shall also be assigned to the appropriate department for a financial impact analysis and an analysis of the impact of the new policy or program;
3. Staff will submit a report on the impact of the proposed new or amended policy or program as well as a fiscal impact report on the expected costs over the first four years following

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adoption of the resolution, as part of the packet material for the BCC meeting at which the resolution may be adopted;

- 4. If real property acquisitions are proposed by resolution, the resolution must address the intended purpose of the acquisition, and any limitations or requirements associated with the real property;
- 5. The procedures set forth above may be waived by the BCC.

PASSED, APPROVED, and ADOPTED THIS 12th DAY OF March, 2013.



BOARD OF COUNTY COMMISSIONERS

Kathy Holian

 Kathy Holian, Chair

Attest:

Geraldine Salazar

 Geraldine Salazar, County Clerk 3/12/2013

Approved as to form:

[Signature]

 Stephen C. Ross, County Attorney



COUNTY OF SANTA FE) BCC RESOLUTIONS
 STATE OF NEW MEXICO) ss PAGES: 2

I Hereby Certify That This Instrument Was Filed for
 Record On The 13TH Day Of March, 2013 at 12:43:08 PM
 And Was Duly Recorded as Instrument # 1699047
 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
 _____ Geraldine Salazar
 Deputy *Marcella Salazar* County Clerk, Santa Fe, NM