

SANTA FE COUNTY
RESOLUTION 2019 - 3

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

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

Department / Division: _____ Clerk's Office _____ Fund Name: _____ Clerk Filing Fees (218) _____

Budget Adjustment Type: _____ Budget Increase _____ Fiscal Year: 2019 (July 1, 2018 - June 30, 2019)

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
218	0000	385	000	Budgeted Cash	\$25,483.20	
TOTAL (if SUBTOTAL, check here)					\$25,483.20	

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
218	0910	416	8015	Computer and Peripherals	\$16,245.07	
218	0910	416	8095	Inventory Exempt-Computers	\$5,345.00	
218	0910	416	6007	Operational Supplies	\$764.00	
218	0910	416	4002	Maintenance Equipment	\$3,129.13	
TOTAL (if SUBTOTAL, check here)					\$25,483.20	

Requesting Department Approval: Geraldine Salgado Title: County Clerk Date: 12-18-2018

Finance Department Approval: [Signature] Date: 12/14/18 Entered by: _____ Date: _____

County Manager Approval: [Signature] Date: 1.8.19 Updated by: _____ Date: _____

SANTA FE COUNTY
RESOLUTION 2019 - 3

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Erika Quintana Dept/Div: Clerk's Office Phone No.: 986-6289

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 County Clerk's Office needs two microfilm scanners to replace existing hardware that has become obsolete, two desktop PC Systems per recommended specs, and two laser printers. These devices are used in the County Clerk's Office Research Department for customers to view and print documents on microfilm. The County Clerk's Office is also in need of one motorized microfiche roll film carrier that attaches to the microfilm scanner to view the Santa Fe New Mexican newspaper that is on microfiche. The County Clerk's Office is also in need of one high speed document scanner for scanning high volume documents.

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
8015	Computers and Peripherals	\$16,245.07
8095	Inventory Exempt-Computers	\$5,345.00

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

SANTA FE COUNTY
RESOLUTION 2019 - 3

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Erika Quintana Dept/Div: Clerk's Office Phone No.: 986-6289

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

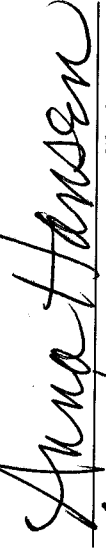
- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
 - a) If this is a state special appropriation, YES NO
If YES, cite statute and attach a copy.
NMSA 14-8-12.2. County clerk recording and filing fund
 - b) Does this include state or federal funds? YES NO
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
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

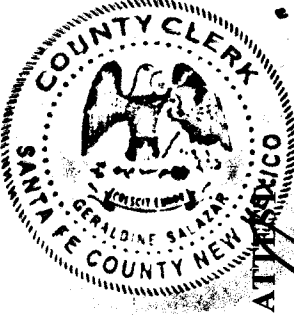
SANTA FE COUNTY
RESOLUTION 2019 - 3

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 8th Day of January, 2019.

Santa Fe Board of County Commissioners




Anna Hansen Chairperson




Geraldine Salazar, County Clerk

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 4

I Hereby Certify That This Instrument Was Filed for Record On The 9TH Day Of January, 2019 at 11:01:21 AM And Was Duly Recorded as Instrument # 1876433 Of The Records Of Santa Fe County

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

