

SANTA FE COUNTY

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RESOLUTION 2017 - 104

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

Whereas, the Board of County Commissioners meeting in regular session on October 10, 2017, did request the following budget adjustment:

Department / Division: Assessor's Office Fund Name: Property Valuation Fund (203)

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
203	0000	385	0200	Budgeted Cash	15,000	
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
203	1111	413	5015	Software License/Maintenance	15,000	
TOTAL (if SUBTOTAL, check here)						

Requesting Department Approval: [Signature] Title: ASSESSOR Date: 9-21-17

Finance Department Approval: [Signature] Date: 9-29-17 Entered by: _____ Date: _____

County Manager Approval: [Signature] Date: 10-10-2017 Updated by: _____ Date: _____

SANTA FE COUNTY

RESOLUTION 2017 - 104

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: P.J. Griego Dept/Div: Assessor's Office Phone No.: 986-6309

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 Assessor's Office is requesting the budget to enter into a new one year agreement to acquire a live chat software subscription. The chat software will allow staff to provide better customer service to the public. The new version will have tracking and report capabilities which will allow staff to be more efficient and better manage the work load.

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
5015	To budget for prior year purchase that selected vendor was not approved by Finance Dept.	15,000

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

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ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: P.J. Griego Dept/Div: Assessor's Office Phone No.: 986-6309

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

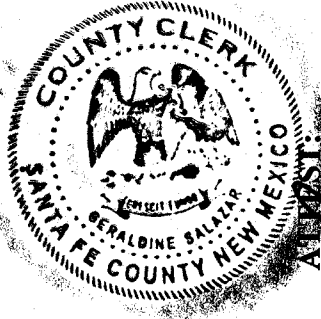
- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
 - a) If this is a state special appropriation, YES NO X YES
If YES, cite statute and attach a copy.
 - b) Does this include state or federal funds? YES NO X YES
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 YES
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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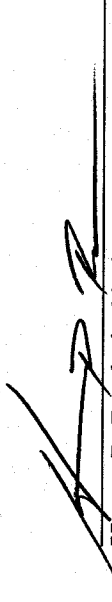
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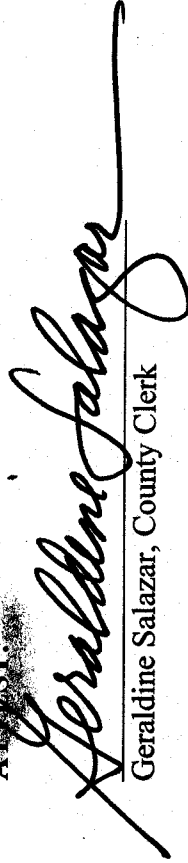
NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This 10 Day of October, 2017.



Santa Fe Board of County Commissioners


Henry P. Roybal, 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 11TH Day Of October, 2017 at 08:20:26 AM
And Was Duly Recorded as Instrument # 1838443
Of The Records Of Santa Fe County

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



SFC RECORDED 10/11/2017