

**SANTA FE COUNTY
RESOLUTION 2020-65**

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 Community Services Division Fiscal Year: 2021 (July 1, 2020 - June 30, 2021)
 Budget Adjustment Type (drop down) Budget Decrease

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
241	0404	371	04-00	Revenue State		\$ 35,208.00
241	0000	385	00-00	Budgeted Cash		\$ 1.00
TOTAL					\$ -	\$ 35,209.00

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
241	0404	464	10-26	Salary & Wages/Term Employees		\$ 29,490.00
241	0404	464	20-01	Employee Benefits/FICA Regular		\$ 2,603.00
241	0404	464	20-02	Employee Benefits/FICA Medicare		\$ 437.00
241	0404	464	20-03	Employee Benefits/Retirement Contributions		\$ 5,747.00
241	0404	464	20-05	Employee Benefits/Health Care		\$ 5,511.00
241	0404	464	20-06	Employee Benefits/Retirement Health Care		\$ 627.00
241	0404	464	30-03	Travel/In-State	\$ 3,100.00	
241	0404	464	30-04	Travel/Out-of-State	\$ 2,000.00	
241	0404	464	35-01	Light & Heavy Duty Vehicles/Fuel	\$ 263.00	
241	0404	464	50-03	Services/Professional	\$ 2,999.00	
241	0404	464	60-07	Supplies/Operational	\$ 574.00	
241	0404	464	70-39	Other Operating Costs/Subscrip & Dues	\$ 187.00	
241	0404	464	75-03	Insurance & Deductibles/Auto Insurance	\$ 15.00	
241	0404	464	75-06	Insurance & Deductibles/Gen. Liab & Umbrella Prem	\$ 68.00	
Total of All Pages					\$ 9,206.00	\$ 44,415.00

Requesting Department Approval: Yvonne Huxera Title: Finance Director Date: 9/23/2020 Log # 187
 Reviewed and approved by: agg 09-02-2020 Budget Administrator Joey Rowe
 Finance Dept Approval: [Signature] Date: 9/23/2020 Entered by: _____ Date: _____
 County Mgr Approval: [Signature] Date: 9/30/2020 Updated by: _____ Date: _____

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

1	<p>Please summarize the request and its purpose in the area below.</p> <p>During the FY21 budget preparation, the LDWI grant award #21-D-D-27 in the Alcohol Programs Fund (241) was budgeted at \$1,321,122.00. Resulting in the grant's budget being \$35,208.00 higher than the actual award amount of \$1,285,914.00. In addition to the adjustment above, an additional \$1.00 was carried forward for Purchase Order #022181, which is no longer needed. The sum of both adjustments for the LDWI grant is a reduction of \$35,209.00. Finally, the Finance Division is also requesting to realign the allocation of the budgeted expenditure to agree to the grant application's budget.</p>	Recurring	<input type="checkbox"/>	Non-Recurring	<input checked="" type="checkbox"/>	
2	<p>Is this Budget Action for a Recurring or Non Recurring Expense (one-time)</p>	Recurring	<input type="checkbox"/>	Non-Recurring	<input checked="" type="checkbox"/>	
3	<p>Does this request impact a revenue source?</p>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
	<p>A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy.</p>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
	<p>B. Does this include state or federal funds? LDWI Grant #21-D-D-27</p>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
	<p>C. Is this request is a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc)</p>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
	<p>D. Is a match required? If Yes, please identify funding source in the line below.</p> <p>PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW</p>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM	AMOUNT	BUDGETED (Drop Down)

SANTA FE COUNTY
RESOLUTION 2020-65

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government

Approved, Adopted, and Passed This 29th Day of September, 2020.



Santa Fe Board of County Commissioners

[Signature]
Henry P. Roybal, Chairperson

ATTEST:

[Signature]
Geraldine Salazar, County Clerk



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 8

I Hereby Certify That This Instrument Was Filed for
Record On The 1ST Day Of October, 2020 at 10:24:48 AM
And Was Duly Recorded as Instrument # 1929793
Of The Records Of Santa Fe County

Deputy *[Signature]* Witness My Hand And Seal
Geraldine Salazar
County Clerk, Santa Fe, NM

SFC CLERK RECORDED 10/01/20

[Signature]

**LOCAL DWI DISTRIBUTION PROGRAM
REVENUE/EXPENDITURE SUMMARY**

Applicant/Grantee
Santa Fe County

LDWI Funds 1,285,914.00

REVENUES BY SOURCE	EXPENDITURE BY CATEGORY	DISTRIBUTION	IN-KIND MATCH***	TOTAL
Local DWI Program	ADMINISTRATIVE*			
	Personnel Services		-	-
	Employee Benefits		-	-
In-Kind Match:				
Program Generated Fees				
County				
City				
Judicial/Courts				
Other (list):	PROGRAM			
Department of Transportation Grant	Personnel Services	460,356.22	79,162.97	539,519.19
	Employee Benefits	224,186.78	50,337.03	274,523.81
	Travel (In-State)	6,200.00	-	6,200.00
	Travel (Out-of-State)	4,000.00	-	4,000.00
	Supplies	10,543.00	-	10,543.00
	Operating Costs	47,353.00	-	47,353.00
	Contractual Services	533,275.00	-	533,275.00
	Minor Equipment	-	-	-
	Capital Purchases**	-	-	-
	TOTALS:	1,285,914.00	129,500.00	
TOTAL REVENUES			TOTAL EXPENDITURES	1,415,414.00

* Administrative is allowed only as In-Kind Match

** Capital purchases must have prior approval from DFA/LDWI.

*** In-Kind Match must be at least 10% of Grant total

10%= 128,591.40

**LOCAL DWI DISTRIBUTION PROGRAM
REVENUE/EXPENDITURE SUMMARY**

Applicant/Grantee
Santa Fe County

Prevention 482,523.41

REVENUES BY SOURCE		EXPENDITURE BY CATEGORY	DISTRIBUTION	IN-KIND MATCH	TOTAL
Local DWI Program	482,523.41	ADMINISTRATIVE			
		Personnel Services		-	-
		Employee Benefits		-	-
In-Kind Match:					
Program Generated Fees	-				
County	-				
City	-				
Judicial/Courts	-				
Other (list):		PROGRAM			
		Personnel Services	119,043.32	-	119,043.32
		Employee Benefits	58,943.74	-	58,943.74
		Travel (In-State)	900.00	-	900.00
		Travel (Out-of-State)	3,000.00	-	3,000.00
		Supplies	2,635.75	-	2,635.75
		Operating Costs	9,470.60	-	9,470.60
		Contractual Services	288,530.00	-	288,530.00
		Minor Equipment	-	-	-
		Capital Purchases	-	-	-
		TOTALS:	482,523.41	-	-
TOTAL REVENUES	482,523.41			TOTAL EXPENDITURES	482,523.41

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BAR'S	ADJUSTED BUDGET	EXPENDED	ENCUMB. BALANCES	AVAIL. BUDGET BALANCE	% REM.
HEALTH & HUMAN SVCS DEPT								
DWI LOCAL								
SALARY & WAGES								
241-0404-464.10-26	TERM EMPLOYEES	416,346	0	416,346	68,668	0	347,678	84
*	SALARY & WAGES	416,346	0	416,346	68,668	0	347,678	84
EMPLOYEE BENEFITS								
241-0404-464.20-01	FICA - REGULAR	25,813	0	25,813	3,988	0	21,825	85
241-0404-464.20-02	FICA - MEDICARE	6,037	0	6,037	933	0	5,104	85
241-0404-464.20-03	RETIREMENT CONTRIBUTIONS	86,558	0	86,558	12,111	0	74,447	86
241-0404-464.20-05	HEALTH CARE	80,511	0	80,511	11,216	0	69,295	86
241-0404-464.20-06	RETIREMENT HEALTH CARE	8,327	0	8,327	1,165	0	7,162	86
241-0404-464.20-08	WORKERS COMP (ASSESSMENT)	66	0	66	0	0	66	100
241-0404-464.20-93	UNIFORM EXPENSE	300	0	300	0	0	300	100
*	EMPLOYEE BENEFITS	207,612	0	207,612	29,413	0	178,199	86
TRAVEL								
241-0404-464.30-03	IN-STATE	3,100	0	3,100	0	130	2,970	96
241-0404-464.30-04	OUT-OF-STATE	2,000	0	2,000	0	0	2,000	100
241-0404-464.30-08	EMPLOYEE DUES	188	0	188	0	0	188	100
*	TRAVEL	5,288	0	5,288	0	130	5,158	98
LIGHT & HEAVY DUTY VEH EXP								
241-0404-464.35-01	FUEL	500	0	500	0	100	400	80
241-0404-464.35-03	MAINTENANCE	500	0	500	0	0	500	100
*	LIGHT & HEAVY DUTY VEH EXP	1,000	0	1,000	0	100	900	90
MAINTENANCE								
241-0404-464.40-02	EQUIPMENT	1,000	0	1,000	0	0	1,000	100
*	MAINTENANCE	1,000	0	1,000	0	0	1,000	100
SERVICES								
241-0404-464.50-03	PROFESSIONAL SERVICES	530,275	1	530,276	46,583	286,012	197,681	37
*	SERVICES	530,275	1	530,276	46,583	286,012	197,681	37
SUPPLIES								
241-0404-464.60-07	OPERATIONAL SUPPLIES	8,869	0	8,869	0	0	8,869	100
241-0404-464.60-09	EDUCATIONAL SUPPLIES	1,100	0	1,100	0	0	1,100	100
*	SUPPLIES	9,969	0	9,969	0	0	9,969	100
OTHER OPERATING COSTS								

09/15/2020 10:10/10:10 AM

RECORDED

CLERK

SFC

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BAR'S	ADJUSTED BUDGET	EXPENDED	ENCUMB. BALANCES	AVAIL. BUDGET BALANCE	% REM.
241-0404-464.70-03	TELEPHONE/INTERNET/CABLE	1,000	0	1,000	160	840	0	0
241-0404-464.70-04	ELECTRICITY	8,000	0	8,000	32	4,468	3,500	44
241-0404-464.70-05	GAS & HEATING COSTS	4,500	0	4,500	0	2,000	2,500	56
241-0404-464.70-06	GARBAGE & SEWER	3,000	0	3,000	166	2,034	800	27
241-0404-464.70-07	WATER	2,400	0	2,400	37	1,163	1,200	50
241-0404-464.70-36	POSTAGE & MAIL SERVICE	1,000	0	1,000	26	224	750	75
241-0404-464.70-37	PRINTING/PUBLISHING/ADS	6,000	0	6,000	194	5,736	70	1
241-0404-464.70-39	SUBSCRIP & DUES (NON-EMP)	125	0	125	0	0	125	100
241-0404-464.70-41	REPORTING & RECORDING	3,000	0	3,000	0	0	3,000	100
*	OTHER OPERATING COSTS	29,025	0	29,025	615	16,465	11,945	41
	INSURANCE & DEDUCTIBLES							
241-0404-464.75-02	WORKERS COMP. PREMIUMS	11,562	0	11,562	0	0	11,562	100
241-0404-464.75-03	AUTO INSURANCE PREMIUMS	493	0	493	0	0	493	100
241-0404-464.75-06	GEN. LIAB & UMBRELLA PREM	3,552	0	3,552	0	0	3,552	100
*	INSURANCE & DEDUCTIBLES	15,607	0	15,607	0	0	15,607	100
	TO GENERAL FUND							
241-0404-490.01-01	TO FUND 101	15,000	0	15,000	0	0	15,000	100
*	TO GENERAL FUND	15,000	0	15,000	0	0	15,000	100
	TO FUND							
241-0404-490.02-46	TO FUND 246	90,000	0	90,000	0	0	90,000	100
*	TO FUND	90,000	0	90,000	0	0	90,000	100
**	DWI LOCAL	1,321,122	1	1,321,123	145,279	302,707	873,137	66
***	HEALTH & HUMAN SVCS DEPT	1,321,122	1	1,321,123	145,279	302,707	873,137	66
****	ALCOHOL PROGRAMS FUND	1,321,122	1	1,321,123	145,279	302,707	873,137	66
		1,321,122	1	1,321,123	145,279	302,707	873,137	66

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BAR'S	ADJUSTED BUDGET	REALIZED	UNREALIZED BUDGET BALANCE	% REM.
GRANTS							
STATE							
241-0404-371.04-00	DWI-PREVENTION	1,321,122	0	1,321,122	311,795	1,009,327	76
*	STATE	1,321,122	0	1,321,122	311,795	1,009,327	76
**	GRANTS	1,321,122	0	1,321,122	311,795	1,009,327	76
ALCOHOL PROGRAMS FUND							
***		1,321,122	0	1,321,122	311,795	1,009,327	76
***		1,321,122	0	1,321,122	311,795	1,009,327	76