

**SANTA FE COUNTY  
RESOLUTION 2023- 108**

**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 31, 2023, did request the following budget adjustment:

Department / Division Public Safety / Fire Fiscal Year: 2024 (July 1, 2023 - June 30, 2024)  
 Budget Adjustment Type (drop down): Other

**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
209	0831	371	0700	State Fire Marshal Allotment	\$ 6,873	
209	0832	371	0700	State Fire Marshal Allotment	16,353	
209	0833	371	0700	State Fire Marshal Allotment	12,956	
209	0834	371	0700	State Fire Marshal Allotment	9,954	
209	0835	371	0700	State Fire Marshal Allotment	9,954	
209	0836	371	0700	State Fire Marshal Allotment	6,873	
<b>Subtotal from First Page</b>					\$ 62,963	\$ -

**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
209	0831	422	3503	Vehicle Maintenance	\$ 6,873	
209	0832	422	3503	Vehicle Maintenance	16,353	
209	0833	422	3503	Vehicle Maintenance	12,956	
209	0834	422	3503	Vehicle Maintenance	9,954	
209	0835	422	3503	Vehicle Maintenance	9,954	
209	0836	422	3503	Vehicle Maintenance	6,873	
<b>Subtotal from First Page</b>					\$ 62,963	\$ -

Requesting Department Approval: Jacob Black Title: Fire Chief Date: 10/17/2023 Log # 5

Capital/Grants Approval: [Signature] Date: 10/24/2023 Budget Administrator: [Signature]

Finance Dept Approval: [Signature] Date: 10/22/2023 Entered by: \_\_\_\_\_ Date: \_\_\_\_\_

County Mgr Approval: [Signature] Date: 10/22/2023 Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_



SANTA FE COUNTY  
RESOLUTION 2023- 108

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2024 (July 1, 2023 Through June 30, 2024)

CONTINUATION SHEET

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
209	0837	371	0700	State Fire Marshal Allotment	11,218	
209	0838	371	0700	State Fire Marshal Allotment	8,216	
209	0839	371	0700	State Fire Marshal Allotment	8,216	
209	0840	371	0700	State Fire Marshal Allotment		27,486
Subtotal from Second Page					\$ 27,650	\$ 27,486

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
209	0837	422	3503	Vehicle Maintenance	11,218	
209	0838	422	3503	Vehicle Maintenance	8,216	
209	0839	422	3503	Vehicle Maintenance	8,216	
209	0840	422	3004	Out of State Travel		2,500
209	0840	422	4001	Maintenance/Building/Structure		3,900
209	0840	422	6002	Safety Supplies		10,000
209	0840	422	6007	Operational Supplies		10,586
209	0840	422	6012	Food Provisions		500
Subtotal from Second Page					\$ 27,650	\$ 27,486

SFC CLERK RECORDED 12/06/2023

SANTA FE COUNTY  
RESOLUTION 2023-108

BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2024 (July 1, 2023 Through June 30, 2024)

CONTINUATION SHEET

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
209	0841	371	0700	State Fire Marshal Allotment	4,740	
209	0842	371	0700	State Fire Marshal Allotment	9,954	
209	0843	371	0700	State Fire Marshal Allotment	9,480	
209	0844	371	0700	State Fire Marshal Allotment	4,740	
209	0846	371	0700	State Fire Marshal Allotment	4,977	
Subtotal from Third Page					\$ 33,891	\$ -
Total of All Pages					\$ 124,504	\$ 27,486

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
209	0841	422	3503	Vehicle Maintenance	4,740	
209	0842	422	3503	Vehicle Maintenance	9,954	
209	0843	422	3503	Vehicle Maintenance	9,480	
209	0844	422	3503	Vehicle Maintenance	4,740	
209	0846	422	3503	Vehicle Maintenance	4,977	
Subtotal from Third Page					\$ 33,891	\$ -
Total of All Pages					\$ 124,504	\$ 27,486

5207/90/71 RECORDED

**SANTA FE COUNTY  
RESOLUTION 2023-108**

**DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT**

(If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.)

<b>1</b>	Please summarize the request and its purpose in the area below. Each fiscal year Santa Fe County receives funds from the Fire Protection Fund, 10.25.10 NMAC from the New Mexico Public Regulation Commission, State Fire Marshal's Division. The actual authorized disbursement amounts are not received from the State Fire Marshal's Office until the month of July. For the fiscal year's budget preparation, Santa Fe County Fire uses the prior fiscal year's disbursement as the basis for budgeting revenue for each district. This resolution will adjust the budget for the Fire Protection Fund (209) to reflect the actual awarded disbursement amount for FY2024 by district. All Fire Districts with the exception of La Cienega have received an increase to the Fire Protection Fund distribution for FY2024.	Recurring	Non-Recurring
<b>2</b>	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<b>3</b>	Does this request impact a revenue source?	Yes	No
		<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>4</b>	A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy		<input checked="" type="checkbox"/>
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<b>5</b>	B. Does this include state or federal funds? 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. <u>Fire Protection Fund, 10.25.10NMAC</u>	<input checked="" type="checkbox"/>	
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<b>6</b>	C. Is this request a result of Commission action? IF YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.)		<input checked="" type="checkbox"/>
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<b>7</b>	D. Is a match required? If Yes, please identify funding source in the line below.		<input checked="" type="checkbox"/>
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PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW

FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM	AMOUNT	BUDGETED (Drop Down)

SFC CLERK RECORDED 12/06/2023  
SFC CLERK RECORDED 12/06/2023

SANTA FE COUNTY  
RESOLUTION 2023- 108

**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 30<sup>th</sup> Day of October, 2023.

Santa Fe Board of County Commissioners

*Ann C. Hansen*

Ann C. Hansen, Chairperson

*Katharine E. Clark*

Katharine E. Clark, County Clerk



BCC RESOLUTIONS  
PAGES: 5

COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) SS

I Hereby Certify That This Instrument Was Filed for Record On The 6TH Day Of December, 2023 at 02:28:48 PM And Was Duly Recorded as Instrument # 2024552 Of The Records Of Santa Fe County



SEAL OF OFFICE  
COUNTY CLERK  
RECORDED  
12/06/2023  
*Katharine E. Clark*

Deputy \_\_\_\_\_ County Clerk, Santa Fe, NM