

**SANTA FE COUNTY
RESOLUTION 2025- 010**

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

Whereas, the Board of County Commissioners meeting in regular session on January 28, 2025, did request the following budget adjustment:

Department / Division _____ Community Development / Housing

Budget Adjustment Type (drop down): Other

Fiscal Year: 2025 (July 1, 2024 - June 30, 2025)

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
301	1964	372	03-01	CFP 2024	\$ 628,983	
Subtotal from First Page					\$ 628,983	\$ -

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
301	1964	471	10-26	Salaries / Term Employees	\$ 72,316	
301	1964	471	20-01	Benefits / FICA-Regular	4,484	
301	1964	471	20-02	Benefits / FICA-Medicare	1,049	
301	1964	471	20-03	Benefits / Retirement Contributions	16,119	
301	1964	471	20-05	Benefits / Health Care	18,686	
301	1964	471	20-06	Benefits / Retirement Health Care	1,446	
301	1964	471	20-08	Benefits / Workers Comp	12	
Subtotal from First Page					\$ 114,112	\$ -

Requesting Department Approval: Adrianna F Velasquez Title: Deputy Housing Director

Capital/Grants Approval: _____ Date: _____ Log # 46

Finance Dept Approval: [Signature] Date: 1/19/2025

County Mgr Approval: [Signature] Date: 1/24/2025

Budget Administrator: _____

Entered by: _____ Date: _____

Updated by: _____ Date: _____

SFC CLERK RECORDED 01/30/2025

**SANTA FE COUNTY
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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 Please summarize the request and its purpose in the area below.
 The Santa Fe County Housing Authority administers a Capital Fund Program, for which HUD provides an annual capital grant allocation to support the ongoing capital needs of the County's Public Housing Program. Funding for the Capital Fund Program covers various capital related needs, including salaries for program administration, replacement of appliances, rehabilitation of damaged public housing units, roofing projects, stucco projects, landscaping projects and other related projects, which have been approved by HUD in the Housing Authority's 5-Year Capital Plan. The most recent plan was approved by the Housing Board in November 2024.
 The Housing Authority's 2024 CFP Grant was received on May 6th, 2024. The Housing Authority must budget this grant to ensure compliance with the HUD CFP guidelines and the Annual Contribution Contract (ACC) Amendment, which is the grant agreement. Once these funds are budgeted, the Housing Authority will have access to spend the CFP24 grant related to the capital needs for our Public Housing Program. These funds must be obligated by May 5, 2026. The disbursement end date (expiration) of this grant is May 5, 2028.

2	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	Recurring	Non-Recurring
			X

3	Does this request impact a revenue source?	Yes	No
		X	

A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy X

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. X

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.) X

D. Is a match required? If Yes, please identify funding source in the line below. X

PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW

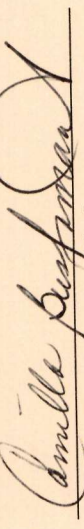
FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM	AMOUNT	BUDGETED (Drop Down)

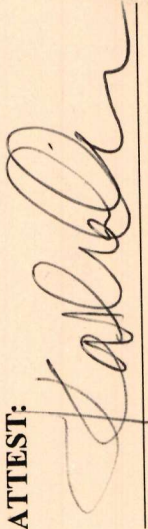
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NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the New Mexico Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This 20th **Day of** January, **2025.**

Santa Fe Board of County Commissioners


Camilla Bustamante, Chairperson

ATTEST:

Katharine E. Clark, County Clerk



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
I, Katharine E. Clark, County Clerk, do hereby certify that this instrument was filed for record on the 30th day of January, 2025 at 10:25:34 AM and was duly recorded as instrument # 2051710 of the records of Santa Fe County.
Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy County Clerk, Santa Fe, NM