

**SANTA FE COUNTY
RESOLUTION 2025- 036**

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

Whereas, the Board of County Commissioners meeting in regular session on March 25, 2025, did request the following budget adjustment:

Department / Division Community Development / Housing Authority

Budget Adjustment Type (drop down): Other Fiscal Year: 2025 (July 1, 2024 - June 30, 2025)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE	DEPARTMENT/ DIVISION	ACTIVITY BASIC/SUB	ELEMENT/ OBJECT	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
XXX	XXXX	XXX	XXXX			
227	1951	372	03-07	Housing & Urban Development (HUD) / FSS Grant	42,833	
Total					\$ 42,833	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE	DEPARTMENT/ DIVISION	ACTIVITY BASIC/SUB	ELEMENT/ OBJECT	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
XXX	XXXX	XXX	XXXX			
227	1951	471	50-03	Professional Services	\$ 42,833	\$ -
Total					\$ 42,833	\$ -

Requesting Department Approval: Denise Benavidez Title: Interim Director of Housing Date: 3/18/2025 Log # 69

Capital/Grants Approval: [Signature] Date: 3/20/2025

Budget Administrator: [Signature] 3/20/25

Finance Dept Approval: [Signature] Date: 3/18/2025

Entered by: _____ Date: _____

County Mgr Approval: [Signature] 3/25/25

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 Please summarize the request and its purpose in the area below.

The Housing Authority administers the FSS Program, for which the U.S. Department of Housing and Urban Development (HUD) provides annual grant allocations. The FSS Program offers self-sufficiency services to Public Housing and Voucher clients. FSS grant funding is specifically used to support the salary and benefit requirements of an FSS Coordinator who oversees the program's operations.

On February 28, 2025, the Housing Authority was awarded the 2025 FSS Grant Award (FSS25NM6416) in the amount of \$85,666. This funding is currently allocated in the HUD Line of Credit Control System and is available for drawdown.

This funding is for a project period beginning January 1, 2025, through December 31, 2025. The requested amount of \$43,833 is to budget for the remaining period of fiscal year 2025 (January 1, 2025 through June 30, 2025). The remaining \$43,833 has been entered into the fiscal year 2026 budget (July 1, 2025, through December 31, 2025).

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

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

A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy		X
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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. Grant Agreement # FSS25NM6416	X	
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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
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D. Is a match required? If Yes, please identify funding source in the line below.		X
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PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW


FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY/LINE ITEM	AMOUNT	BUDGETED (Prop. Pass)
				SFC CLERK RECORDED 04/02/2025		

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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 25 Day of March, 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 Hereby Certify That This Instrument Was Filed for
Record On The 2ND Day Of April, 2025 at 02:46:15 PM
and Was Duly Recorded as Instrument # 2056080
of The Records Of Santa Fe County

BCC RESOLUTIONS
PAGES: 3

Witness My Hand And Seal Of Office
Katharine E. Clark
County Clerk, Santa Fe, NM

REC. CLERK RECEIVED 04/02/2025

