

SANTA FE COUNTY
RESOLUTION 2025- 083

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

Whereas, the Board of County Commissioners meeting in regular session on July 29, 2025, did request the following budget adjustment:

Department / Division Community Services Department/Senior Services / CMO / Finance

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

BUDGETED REVENUES: (use continuation sheet, if necessary)

30300	0001	N/A	47300	State Grant / Aging & Long Term Services		\$	32,000
11000	0001	N/A	47300	State Grant / Aging & Long Term Services	32,000		
Total					\$	32,000	\$ 32,000

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

Total					\$	-	\$ -

Requesting Department Approval: Yvonne Herrera Title: Finance Director Date: 7/22/2025 Log # 01

Capital/Grants Approval: N/A Date: _____

Budget Administrator: _____

Finance Dept Approval: [Signature] Date: 7/22/2025

Entered by: _____ Date: _____

County Mgr Approval: [Signature] Date: 7/28/2025

Updated by: _____ Date: _____

SFC CLERK RECORDED 07/30/2025

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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>For Fiscal Year 2025, the Finance Division reconciled the original and final budget amounts between the County's accounting system and the LGBMS and identified a discrepancy requiring a correction. Resolution No. 2024-136 (Exhibit C) included an increase to the General Fund (101) and the State Appropriations Fund (318) for senior service grants. However, when the individual budget lines were crossed walked to the LGBMS chart of accounts, the \$32,000 grant budgeted in the General Fund was instead assigned to the LGBMS State Legislative Appropriation Fund (30300). As a result, the final budget for both funds is out of balance (see reconciliation in Exhibit B).</p> <p>This budget adjustment will correctly record the \$32,000 grant revenue in the LGBMS General Fund (11000) and reduce the State Legislative Appropriations Fund (30300) by \$32,000 in LGBMS. Once this adjustment is made, the County's financial system and LGBMS will be in agreement.</p> <p>As of June 30, 2025, the \$32,000 grant has been fully expended. Additionally, the Finance Division has reviewed its crosswalk process for mapping budget lines to LGBMS and is implementing internal control to prevent similar discrepancies going forward.</p>
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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
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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. No. 24-ID104 & No. 24-ID093	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

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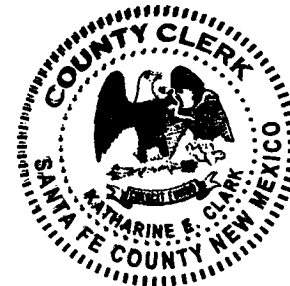
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NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the New Mexico Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed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

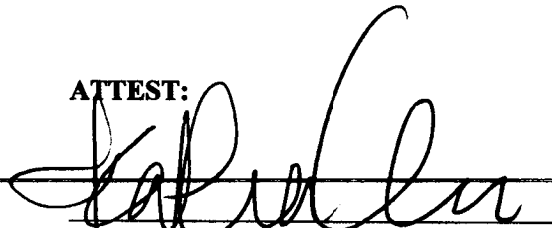
Approved, Adopted, and Passed This 29th Day of July, 2025.

Santa Fe Board of County Commissioners


Camilla Bustamante, Chairperson



ATTEST:


Katharine E. Clark, County Clerk

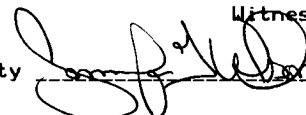


COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

BCC RESOLUTIONS
PAGES: 3

Hereby Certify That This Instrument Was Filed for
Record On The 30TH Day Of July, 2025 at 04:59:34 PM
and Was Duly Recorded as Instrument # 2063914
of The Records Of Santa Fe County

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



SFC CLERK RECORDED 7/29/2025