

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

Department / Division	CMO / Public Works	Fiscal Year: 2026 (July 1, 2025 - June 30, 2026)
Budget Adjustment Type (drop down):	Other	

BUDGETED REVENUES: (use continuation sheet, if necessary)						
FUND CODE	ACCOUNT NUMBER	ACTIVITY BASIC CODE	BUDGETARY QUANTITY	UNIT PRICE/STANDARD RATE	TOTAL BUDGETED AMOUNT	PURCHASE AGREEMENT
0000	XXXXX	000	0000			
313	0000	385	00-00	Capital Outlay GRT - Budgeted Cash	\$ 787,282	
205	0000	385	00-00	Hold Harmless GRT - Budgeted Cash	84,413	
Total					\$ 871,695	\$

FUND	BUDGETARY DIVISION LINE ITEM	ACTIVITY NUMBER	PERIOD	DESCRIPTION	ESTIMATED AMOUNT	REVENUE
313	6250	485	80-11	Paseo Ced Baca - Road Construction Services	\$ 707,282	
205	0611	485	80-03	Hold Harmless GRT Roads - Capital Equipment	64,413	
313	2240	486	80-10	Esperanza Retaining Wall - Roads & Bridges	80,000	
205	0524	414	40-09	Acequia Martinez Arriba - Maintenance Services	20,000	
Total					\$ 871,695	\$ -

Requesting Department Approval: Brian K. Snyder Title: Public Works Department Director Date: 10/21/2025 Log # 17

Capital/Grants Approval: [Signature] Date: 5/22/01

Finance Dept Approval: [Signature] Date: 5/22/01

County Mgr Approval: [Signature] Date: 5/22/01

Budget Administrator: [Signature] Date: 5/22/01

Entered by: _____ Date: _____

Updated by: _____ Date: _____

SFC CLERK RECORDED 10/31/2025

SFC CL SAN FEE COUNTY 10/31/2025
RESOLUTION 2025-193

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. Public Works Department is requesting to conduct a preliminary engineering report "PER" for the to improve the drainage structure on Paseo C de Baca in the La Cienega community (\$707,282). To purchase a new hydro vacuum excavator trailer for ongoing maintenance of culverts throughout Santa Fe County (\$64,413). We are also requesting an additional (\$80,000) for the Esperanza retaining wall and funds to repair the Acequia Martinez Arriba that is adjacent the Los Porteros Open Space property (\$20,000).			
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				

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 28th Day of October, 2025.

Santa Fe Board of County Commissioners

Camilla Bustamante

Camilla Bustamante, Chairperson



ATTEST:

Katharine E. Clark

Katharine E. Clark, County Clerk



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 4

I Hereby Certify That This Instrument Was Filed for
Record On The 31ST Day Of October, 2025 at 02:01:03 PM
and Was Duly Recorded as Instrument # 20705558
of The Records Of Santa Fe County

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

SFC CLERK RECORDED 10/31/2025

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Justin S. Greene
Commissioner, District 1

Lisa Cacari Stone
Commissioner, District 2

Camilla Bustamante
Commissioner, District 3



Adam Fulton Johnson
Commissioner, District 4

Hank Hughes
Commissioner, District 5

Gregory S. Shaffer
County Manager

MEMORANDUM

Date: October 21, 2025

To: Board of County Commissioners

From: Brian K. Snyder, Public Works Department Director
Yvonne S. Herrera, Finance Division Director

Via: Gregory S. Shaffer, County Manager
Leandro Cordova, Deputy County Manager

Subject: **October 28, 2025, BCC Meeting**
Resolution No. 2025-____, A Resolution Requesting a Budget Increase to the Capital Outlay GRT Fund (313) and 1st 1/8th Hold Harmless GRT Fund (205) for a total amount of \$871,695.

SUMMARY:

The Public Works Department (PWD) is requesting funding to address flooding issues in various areas of the County and to cover a project shortfall. The request totals \$871,695 from the Capital Outlay GRT Fund (313) and the 1st 1/8 Hold Harmless GRT Fund (205).

BACKGROUND:

Flooding Impacts and Project Need

This year's frequent and intense rain events have resulted in significant flooding across Santa Fe County, requiring substantial staff time and resources to mitigate impacts. The PWD has identified several locations that would benefit from targeted infrastructure improvements and maintenance equipment purchases to enhance long-term water conveyance within County rights-of-way.

Paseo C de Baca – La Cienega Community

Paseo C de Baca Road has experience recurring flooding and drainage issues that require increased maintenance. Identified in the 2021 ICIP as a road and drainage improvement project, it has not yet received funding. County management recommends allocating \$707,282, inclusive of NMGR, from the Capital Outlay GRT Fund (313) to begin the Preliminary Engineering Report (PER). The PER will define project scope, assess land acquisition needs, and estimate construction costs to support long-term mitigation efforts.

Hydro Vacuum Excavator Trailer

The PWD currently has one hydro vacuum excavator trailer to maintain approximately 559 miles of roadway infrastructure. Due to the County's sedimentary soils, culverts frequently become clogged following storm events, reducing drainage capacity. Acquisition of a hydro vacuum excavator trailer, estimated at \$64,413, will significantly improve culvert maintenance response times and drainage efficiency. Funding is recommended from the 1st 1/8th Hold Harmless GRT Fund (205).

Acequia de los Martinez Arriba – Los Potreros Open Space, Chimayo

A severe storm on August 29, 2025, caused extensive flooding and damage to the Acequia de los Martinez Arriba within the Los Potreros Open Space. Rockslides and sedimentation rendered the acequia unusable for the current growing season. Santa Fe County, a parciante on the acequia, joined local leaders and the New Mexico Acequia Association in a September 12, 2025, site visit to assess damages.

The Acequia Commission is contracting debris removal and channel repairs, with costs shared among the acequias and supported by in-kind community efforts. To assist with restoration and ensure future agricultural use, County management recommends allocating \$20,000 from the 1st 1/8th Hold Harmless GRT Fund (205).

Esperanza Shelter Drainage Improvements

PWD continues to support drainage and retaining wall improvements at the Esperanza Shelter. Based on updated cost estimates, the project faces a funding shortfall of \$80,000. County management recommends utilizing the Capital Outlay GRT Fund (313) to complete the project.

Remaining Fund Balances

After these allocations, approximately \$3.7 million will remain uncommitted in the Capital Outlay GRT Fund (313) and \$2.4 million in the 1st 1/8th Hold Harmless Fund (205).

RECOMMENDED ACTION:

Approve this budget resolution increasing appropriations in the Capital Outlay GRT Fund (313) and 1st 1/8th Hold Harmless GRT Fund (205) for a combined total of \$871,695.

EXHIBIT:

- Exhibit A – BAR Resolution