

RESOLUTION 2025- 01
 BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year 2025 (July 1, 2024 Through June 30, 2025)

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
Subtotal from Second Page					\$ -	\$ -
Total of All Pages					\$ 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	20-93	Uniform Expense	\$ 175	
301	1964	471	30-03	In-State Travel	2,500	
301	1964	471	30-04	Out-of-State Travel	6,000	
301	1964	471	40-01	Maintenance / Buildings & Structures	50,540	
301	1964	471	50-03	Contractual Services	5,000	
301	1964	471	50-15	Software License/Maintenance	6,500	
301	1964	471	60-02	Safety Supplies	175	
301	1964	471	60-07	Operational Supplies	6,000	
301	1964	471	80-99	Capital / Inventory Exempt	20,000	
301	1964	487	80-01	Capital / Buildings & Structures	410,481	
301	1964	487	80-02	Capital / Construction Capital Services	500	
301	1964	487	80-04	Capital / Furniture & Fixtures	7,000	
Subtotal from Second Page					\$ 514,871	\$ -
Total of All Pages					\$ 628,983	\$ -

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**SANTA FE COUNTY
RESOLUTION 2025- 01**

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.

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

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)

SANTA FE COUNTY
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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 28th Day of January, 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

I, Hereby Certify That This Instrument Was Filed for Record On The 6TH Day Of February, 2025 at 11:24:51 AM and Was Duly Recorded as Instrument # 2052202 of The Records Of Santa Fe County

HOUSING RESOLUTION
PAGES: 4

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