

1 CITY OF SANTA FE, NEW MEXICO

2 ORDINANCE NO. 2011-3

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4
5 AN ORDINANCE

6 AMENDING ARTICLE 11-4 SFCC 1987 TO AUTHORIZE THE FINANCE DIRECTOR
7 TO APPROVE BUDGET ADJUSTMENTS UP TO AND INCLUDING FIVE THOUSAND
8 DOLLARS (\$5,000); THE CITY MANAGER TO APPROVE BUDGET ADJUSTMENTS
9 FROM FIVE THOUSAND DOLLARS AND ONE CENT (\$5,000.01) UP TO AND
10 INCLUDING FIFTY THOUSAND DOLLARS (\$50,000); AND THE GOVERNING BODY
11 TO APPROVE BUDGET ADJUSTMENTS OVER FIFTY THOUSAND DOLLARS
12 (\$50,000).

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14 BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

15 Section 1. Article 11-4 SFCC 1987 (being Code 1953, Sec. 2-66, as amended) is
16 amended to read:

17 11-4 BUDGET ADJUSTMENTS.

18 When budget adjustments are needed during the fiscal year, the following procedures
19 shall apply:

20 A. The finance director has the authority to approve budget increases or decreases in
21 revenue or transfers-in or in expenditures, expenses or transfers-out, that reflect increases or
22 decreases in the budget up to and including five thousand dollars (\$5,000).

23 B. The city manager has the authority to approve budget increases or decreases in
24 revenue or transfers-in or in expenditures, expenses or transfers-out, that reflect increases or
25 decreases in the budget from five thousand dollars and one cent (\$5,000.01) up to and including

1 fifty thousand dollars (\$50,000).

2 C. The governing body shall approve budget increases or decreases in revenue or
3 transfers-in or in expenditures, expenses or transfers-out, that reflect increases or decreases in the
4 budget that are over fifty thousand dollars (\$50,000).

5 D. Budget adjustments approved by the city manager and the governing body shall
6 be included by fund in a quarterly budget resolution approved by the governing body.

7 E. Budget adjustment requests will conform to the rules and regulations adopted by
8 the local government division of the department of finance and administration.

9 F. For budgets associated with grants and grant agreements, the following shall
10 apply:

11 (1) The city manager may approve grant applications, awards, grant match
12 requirements, and agreements from five thousand dollars and one cent (\$5,000.01) up to
13 and including fifty thousand dollars (\$50,000).

14 (2) The city manager may approve budget revenue and related
15 expenditure/expense increases (including budget adjustments or decreases, as applicable),
16 for grants provided that all of the following conditions are met:

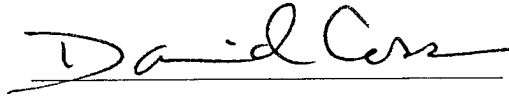
17 (a) The governing body has already approved the grant application
18 including the recommended match (if applicable); and

19 (b) The final grant award does not significantly differ from the grant
20 application in the amount, match, requirements, or other requirements on the part
21 of the city; and

22 (3) Any city department receiving a grant shall submit a copy of the final
23 award agreement and documentation for the grant to the finance department for financial
24 tracking, reporting and auditing purposes.

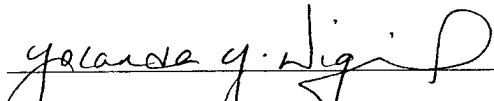
25 PASSED, APPROVED and ADOPTED this 9th day of March, 2011.

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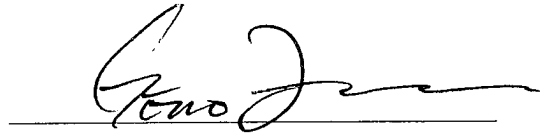


DAVID COSS, MAYOR

ATTEST:


YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:



GENO ZAMORA, CITY ATTORNEY