



VALENCIA COUNTY  
BOARD OF COUNTY COMMISSIONERS

RESOLUTION No 2016-59

**A Resolution to Adopt the Budget and Accounting Manual Third Edition**

**WHEREAS**, the Board of County Commissioners met in a workshop/special business meeting on Wednesday, December 21, 2016 at 5:00 pm at the County Administration Building at 444 Luna Ave., Los Lunas, NM 87031; and,

**WHEREAS**, pursuant to NMSA 1978 Section 4-38-1 (1884) the powers of a county as a body politic and corporate shall be exercised by a board of county commissioners; and,

**WHEREAS**, NMSA 1978, Sections 4-37-1 *et seq.* provides that counties may adopt those resolutions and ordinances, not inconsistent with statutory or constitutional limitations placed on counties, to discharge those powers necessary and proper to provide for the safety, preserve the health, promote the prosperity and improve the morals, order, comfort and convenience of the county and its inhabitants; and,

**WHEREAS**, the Board is responsible for fiscal oversight of the County and as its legislative body is responsible for creation and administration of its budget in order to provide the necessary services to the County's inhabitants, See NMSA 1978, Section 4-38-16 (1876) and Section 6-10-8 (1987); and,

**WHEREAS**, the Board created the Valencia County Finance Department to act on its behalf and provided that its primary focus is to provide reliable financial information that is in accordance with all Federal, state and county regulations and to support the public and the board of county commissioners with the ability to make informed financial decisions; and,

**WHEREAS**, the goal of the Budget and Accounting Manual is to align county financial processes with generally accepted accounting principles and financial regulations in order to safeguard taxpayer assets and promote fiscal accountability for Valencia County; and,

**WHEREAS**, the Finance Department, under the direction of the county is generally responsible for bolstering fiscal responsibility through the administration and coordination of internal accounting and other affairs, controls, procedures and services of a fiscal nature of the county government and agencies thereof *See*, NMSA 1978, Sections 6-5-1 *et seq.* and 2.2.2 NMAC Audit Rule and 2.2.3 NMAC Budget Certification Rule; and,

**WHEREAS**, internal control over financial reporting is defined as a process designed by, or under the supervision of the entity's principal executive and principal financial officers, or persons performing similar functions, and effected by the entity's governing board, management and other personnel, to provide reasonable assurance regarding the reliability of financial reporting and the preparation of financial statements for external purposes in accordance with generally accepted accounting principles and includes those policies and procedures that:


1. Pertain to the maintenance of records that in reasonable detail accurately and fairly reflect the transactions and dispositions of the assets of the entity;
2. Provide reasonable assurance that transactions are recorded as necessary to permit preparation of financial statements in accordance with generally accepted accounting principles, and that receipts and expenditures of the entity are being made only in accordance with authorizations of management and directors of the entity; and
3. Provide reasonable assurance regarding prevention or timely detection of unauthorized acquisition, use or disposition of the entity's assets that could have a material effect on financial statements.; and,

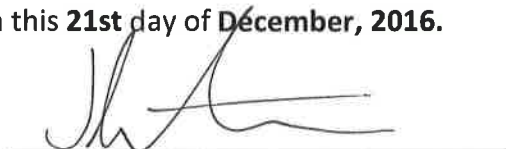
**WHEREAS**, people are what make internal controls work, Internal control is not just the policies and procedures contained in an accounting manual. Personnel play an important role in maintaining an effective internal control environment; and,


**NOW THEREFORE, BE IT RESOLVED** that the Board of County Commissioners of Valencia County Adopts this Third Edition Valencia County Budget and Accounting Manual as the principal guideline for county financial control.

**BE IT FURTHER RESOLVED** that the Board of County Commissioners of Valencia County repeal Resolution 2016-~~40~~ the Second Edition Valencia County Budget and Accounting Manual with the adoption of this Resolution.

**APPROVED, ADOPTED, AND PASSED** on this **21st** day of **December, 2016**.

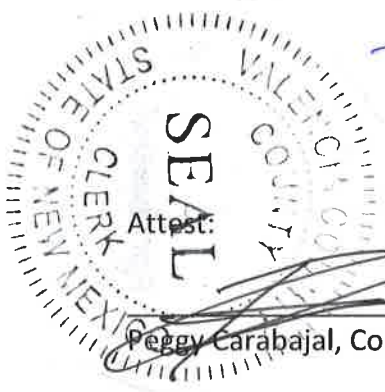

  
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Charles D. Eaton  
Chair, District IV

  
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Jhonathan Aragon  
Vice-Chair, District V

  
\_\_\_\_\_  
Helen Y. Cole  
Commissioner, District I

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Alicia Aguilar  
Commissioner, District II

  
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David A. Hyder  
Commissioner, District III

  
SEAL  
Attest:  
  
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Peggy Carabajal, County Clerk