

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2002- 12

3 COUNTY OF SANTA FE, NEW MEXICO

4 RESOLUTION NO. 2002- 161

5 INTRODUCED BY:

6 2281365
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9
10 A JOINT RESOLUTION

11 PROVIDING FOR THE TRANSFER OF FISCAL RESPONSIBILITY FOR THE OFFICE
12 OF EMERGENCY PREPAREDNESS FROM THE CITY OF SANTA FE TO SANTA FE
13 COUNTY.

14
15 WHEREAS, the City of Santa Fe and Santa Fe County have cooperatively and jointly
16 operated an Office of Emergency Preparedness since 1993; and

17 WHEREAS, the City of Santa Fe has served as the Fiscal Agent for the Office of
18 Emergency Preparedness since its inception; and

19 WHEREAS, Santa Fe County has constructed a new Public Safety Complex to house the
20 Fire & Sheriff's Department, the Office of Emergency Preparedness, the Emergency Operations
21 Center and the new Regional Communications Center; and

22 WHEREAS, the City of Santa Fe and Santa Fe County have cooperatively and jointly
23 operated the new Santa Fe Regional Communications Center since July 1, 2002; and

24 WHEREAS, Santa Fe County now desires to serve as the Fiscal Agent for the Office of
25 Emergency Preparedness and the Emergency Operations Center.

1 NOW, THEREORE, BE IT RESOLVED BY THE BOARD OF COUNTY
2 COMMISSIONERS OF SANTA FE COUNTY AND THE GOVERNING BODY OF THE
3 CITY OF SANTA FE:

4 SECTION 1. There is hereby established under the executive branches of the
5 governments of the City and County, in accordance with Chapter 12 Article 10-1 through 10-10,
6 NMSA 1978, as amended (being Laws of 1959, Chapter 190, as amended) a joint Division of
7 Emergency Management (formerly titled the Office of Emergency Preparedness), consisting of
8 those employees of the Division including:

9 A. A Director of Emergency Management appointed by the Board of County
10 Commissioners of the County and approved by the City Council of the City of Santa Fe and
11 approved by the State Director of Emergency Management.

12 B. A position of Administrative Assistant required to effectively carry out the
13 Emergency Management program.

14 C. Any additional future employees approved by the City and County.

15 D. All other County and City officers and employees, together with those volunteer
16 forces enrolled to aid them during periods of an emergency shall be considered as part of the
17 Emergency Management organization of the City and County.

18 SECTION 2. The purpose of the Division of Emergency Management is to develop and
19 implement the joint County and City Emergency Management program and to coordinate the
20 efforts of all government agencies and non-governmental agencies to prepare for and function in
21 the event of an emergency that endangers the lives and property of the citizens of the City and
22 County. It is the duty of the said organization to coordinate the development of comprehensive
23 emergency management plans for the effective employment of participating resources to protect
24 the lives and health of the citizens of the City and County, and the private and public property
25 therein from the effects of natural or man-caused emergency events, including acts of war or

1 terrorism; and to coordinate the implementation of said plans during periods of emergency. Such
2 plans shall be coordinated with those of all the municipalities within Santa Fe County and in
3 consonance with the State Emergency Management plans.

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4 **SECTION 3.**

5 A. The Division of Emergency Management shall be organized under the County's
6 existing organizational structure under the responsibility of the County Manager.

7 B. The Director of Emergency Management shall be responsible for the
8 organization, administration and operation of the Emergency Management Division including
9 any assigned staff. The director, acting for the County and the City, shall, during a declared
10 emergency and/or disaster, coordinate the emergency management activities of all governmental
11 and non-governmental agencies, and shall maintain liaison with the emergency management
12 agencies of the Federal government, the State of New Mexico and other political subdivisions
13 therein.

14 C. The Director of Emergency Management shall, during a declared emergency
15 and/or disaster, have the necessary authority to act for the governments of the City and County in
16 matters pertaining to the emergency management of the incident including the obligation of such
17 County and City funds as may be appropriated and state and federal funds that may be available
18 for emergency management purposes. The director shall develop an organizational structure for
19 the Emergency Management Division, subject to the approval of the County and City Managers,
20 and is authorized, as directed, to make appointments to fill the positions established therein.

21 D. The Director of Emergency Management shall be responsible for the researching
22 of, application for, and securing of, state and federal grants to support the operations of the
23 Emergency Management Division.

24 E. The Director of Emergency Management shall be responsible for developing
25 response plans and making other preparations for natural or man-made emergencies or disasters

1 including acts of foreign or national terrorism that may occur or that are likely to occur within
2 the City or County. 2281368

3 F. The Director of Emergency Management shall be responsible for coordinating the
4 training of all public safety officials and agencies, including the Regional Emergency
5 Communications Center personnel, regarding the response plans that are developed.

6 **SECTION 4.**

7 A. Funds for necessary expenses and functions of the Division of Emergency
8 Management, including salaries for approved ancillary support positions, shall be made available
9 through the normal appropriations process of the County and the City in accordance with 12-10-
10 7 NMSA, as amended, (being laws of 1959, Chapter 190, as amended). Additional funding
11 required by the division, above and beyond those funds secured from other federal or state
12 sources, shall be provided equally by the City and County.

13 B. The Emergency Management Director shall prepare and submit to the County and
14 the City an annual proposed budget for the Emergency Management Division including any
15 proposed expenditures and functions and shall indicate therein those accounts eligible for
16 matching funds under the Federal Civil Emergency Preparedness Assistance program or any
17 other funding source as may be determined in the future.

18 C. Emergency Management funds may be obligated by the director of Emergency
19 Management only in the amounts appropriated and for the purposes authorized by the County
20 and the City.

21 **SECTION 5.** The City of Santa Fe has administered the office of Emergency
22 Preparedness since its inception over ten years ago. Santa Fe County has provided funding equal
23 to one-fourth of the total budget for the office matching the contribution provided by the City of
24 Santa Fe. One-half of the funding for the office budget is received from the state in the form of a
25 federal subsidy for Emergency Preparedness. Santa Fe County has built a new Public Safety

1 building with office space for the Emergency Management Director and associated staff, to
2 include a combined City/County Regional Dispatch Facility and a Emergency Operations Center
3 and the City hereby approves, and the County accepts the transfer of the Emergency
4 Management Division, including all associated positions, to the fiscal control of the County
5 effective July 1, 2002, or as soon after as possible. A transition plan shall be developed and
6 implemented by City and County staff to ensure that the orderly transfer of all division
7 personnel, equipment and assets is effectuated no later than December 31, 2002.

8 SECTION 6. For the preservation of the public peace, health, security and safety, of the
9 people of Santa Fe County this resolution is hereby declared to be in full force and effect upon its
10 passage and publication, as provided by law.

11 PASSED, APPROVED AND ADOPTED THIS 13th day of November, 2002.

12 CITY OF SANTA FE:

13 Larry A. Delgado
14 LARRY A. DELGADO, MAYOR

16 ATTEST:

17 Yolanda Y. Vigil
18 YOLANDA Y. VIGIL, CITY CLERK
19



21 APPROVED AS TO FORM :

22 Bruce Thompson
23 BRUCE THOMPSON, CITY ATTORNEY
24

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COUNTY OF SANTA FE
STATE OF NEW MEXICO
I ss
I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED
FOR RECORD ON THE 4 DAY OF Nov A.D.
20 02 AT 3:12 O'CLOCK PM
AND WAS EARLY RECORDED IN BOOK 2281
PAGE 365-370 OF THE RECORDS OF
SANTA FE COUNTY

5 Marcelle Delgado
REBECCA BUSTAMANTE
COUNTY CLERK, SANTA FE COUNTY, N.M.
DEPUTY

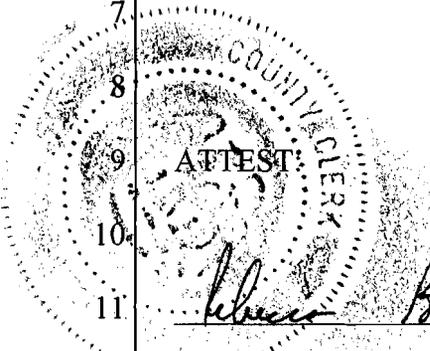
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PASSED, APPROVED and ADOPTED this 3rd day of December, 2002.

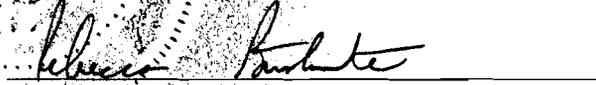
SANTA FE COUNTY:



PAUL DURAN, CHAIRMAN



ATTEST



REBECCA BUSTAMANTE, COUNTY CLERK

APPROVED AS TO FORM



for STEVE KOPELMAN, COUNTY ATTORNEY