

*Patrick "Pat" Varela*  
**Treasurer**



*Eric J. Lujan*  
**Deputy Treasurer**

**Date: April 10, 2018**

**To: Board of County Commissioners**

**From: Marianne Martinez-Santa Fe County Treasurer's**

**Subject: To Approve Resolution imposing Annual Liquor Tax upon persons holding State Liquor Licenses**

NMSA 1978, Section 7-24-2 (1994) provides that the Board of County Commissioners of a county composing a local option district may adopt, on or before the first day of June of each year, a resolution imposing an "annual, nonprohibitive license tax upon the privileges of persons holding state licenses under the provisions of the Liquor Control Act to operate within such counties, outside of the municipalities that are local option districts, as retailers, dispensers, canopy licensees, restaurant licensees or club licensees";



**THE BOARD OF COUNTY COMMISSIONERS OF SANTA  
FE COUNTY  
RESOLUTION NO. 2018 - \_\_\_\_\_**

---

**A RESOLUTION IMPOSING AN ANNUAL LIQUOR LICENSE TAX  
UPON PERSONS HOLDING STATE LIQUOR LICENSES**

---

**WHEREAS**, pursuant to NMSA 1978, Section 7-24-2 (1994), board of county commissioners of a county composing a local option district may, by resolution adopted on or before the first of June each year, impose an "annual, nonprohibitive license tax upon the privileges of persons holding state licenses under the provisions of the Liquor Control Act to operate within such counties, outside of the municipalities that are local option districts, as retailers, dispensers, canopy licensees, restaurant licensees or club licensees"; and

**WHEREAS**, Santa Fe County (County) composes a local option district; and

**WHEREAS**, the resolution imposing the license tax under Section 7-24-2 must fix the "amount of the license tax, which shall not exceed two hundred fifty dollars (\$250), and the dates and manner of the payment"; and

**WHEREAS**, failure of a business to pay the County license tax may result in closure of the business by order of the Board of County Commissioners (Board) in accordance with NMSA 1978, Section 7-24-3 (1953).

**NOW, THEREFORE, IT IS RESOLVED** by the Board that:

- A. For the privileges of doing business from July 1, 2018, to June 30, 2019, a two hundred fifty dollar (\$250) license tax to be known as the Liquor License Tax is hereby imposed on persons that (i) operate within Santa Fe County outside of a municipality and (ii) hold State licenses under the provisions of the Liquor Control Act to operate as a:
  - 1. Retailer;
  - 2. Dispenser;
  - 3. Canopy Licensee;
  - 4. Restaurant Licensee; or
  - 5. Club Licensee.
- B. The Liquor License Tax shall not be prorated and is due and payable on July 1, 2018, and is delinquent if not paid by that date. The Liquor License Tax may be paid in cash or by personal or corporate check or money order by mail addressed to PO Box T, Santa Fe, NM 87504-0528.

postmarked no later than July 1, 2018, or in person at the Santa Fe County Treasurer's Office. The following information must be submitted on a letter accompanying payment or as a notation on the check or money order by which payment is made: (i) the name of the person paying the Liquor License Tax; (ii) the name and address of the person for which the Liquor License Tax is due; and (iii) the account number of the person for which the Liquor License Tax is due. Persons subject to the Liquor License Tax may obtain their account number by contacting the Santa Fe County Treasurer's Office.

- C. In accordance with NMSA 1978, Section 7-24-3, upon the written order of the Board, duly entered of record, the Sheriff shall close up the place of business of any person who has not paid or tendered the Liquor License Tax in accordance with this Resolution.

**PASSED, APPROVED, AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.**

**BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY**


By: \_\_\_\_\_  
Anna Hansen, Chair

**ATTEST:**

\_\_\_\_\_  
Geraldine Salazar  
Santa Fe County Clerk

Date: \_\_\_\_\_

Approved as to form:

  
\_\_\_\_\_  
R. Bruce Frederick  
Santa Fe County Attorney

**APPROVED:**

\_\_\_\_\_  
Stephanie Schardin Clarke  
Santa Fe County Finance Director

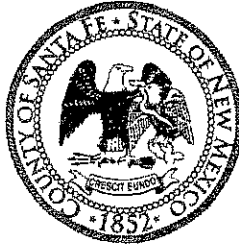




**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Robert A. Anaya**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4


**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

## **MEMORANDUM**

**Date:** April 24, 2018

**To:** Santa Fe County Board of County Commissioners

**From:** Stephanie Schardin Clarke, Finance Division Director 

**Via:** Katherine Miller, County Manager

**Re:** Resolution No. 2018-\_\_\_\_, A Resolution Approving a Budget Increase To the RECC Fund (245), Fire Fund (244) and Sheriff Fund (246) To Budget Funds for The Purchase of a new Computer Aided Dispatch System / \$881,000.

---

### **ISSUE**

Santa Fe County Manager's Office/Finance Division is requesting a budget increase in the amount of \$881,000 for the funding of a Computer Aided Dispatch (CAD) System for the Regional Emergency Communication Center (RECC).

### **BACKGROUND**

The RECC services multiple service agencies, including Santa Fe County Sheriff, Santa Fe County Fire, Santa Fe County Animal Control, City of Santa Fe Police, City of Santa Fe Fire, City of Santa Fe Animal Control, Town of Edgewood Police, and Town of Edgewood Animal Control. The CAD system is utilized by the RECC dispatchers to enter and communicate information with all of these service agencies. The current system has been utilized for over 20 years and is in need of replacement. At its March 27, 2018, meeting, the Board of County Commissioners gave contingent approval of an agreement between Santa Fe County and Superion, LLC to purchase the CAD. In addition to County funds, the Town of Edgewood will contribute \$20,000 and the City of Santa Fe has presently committed \$411,000 towards the purchase of the CAD through Joint Powers Agreements between those entities and Santa Fe County.

### **ACTION REQUIRED**

Santa Fe County Finance Division requests approval to increase the budget amount in the three funds (244,245,246) along with the JPA amounts from the City of Santa Fe (\$411,000) and Town of Edgewood (\$20,000).





# SANTA FE COUNTY

Page 1 of 4

## RESOLUTION 2018 -

### A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on \_\_\_\_\_, did request the following budget adjustment:

Department / Division: PUBLIC SAFETY/RECC

Fund Name: RECC 245, FIRE, 244, SHERIFF 246

Budget Adjustment Type: Increase

Fiscal Year: 2018 (July 1, 2017 - June 30, 2018)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0000	385	02-00	Fire Fund/Budgeted Cash	\$125,000	
245	2101	385	02-00	RECC/Budgeted Cash	\$200,000	
246	0000	385	01-00	Sheriff/Budgeted Cash	\$125,000	
245	2101	380	01-01	JPA/ City of Santa Fe	\$411,000	
245	2101	380	01-01	JPA/ Town of Edgewood	\$20,000	
TOTAL (if SUBTOTAL, check here)					\$881,000	

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY / LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
244	0801	421	80-16	Computer Software	125,000	
245	2101	428	80-16	Computer Software	631,000	
246	1201	424	80-16	Computer Software	125,000	
TOTAL (if SUBTOTAL, check here)					\$881,000	

Requesting Department Approval: [Signature] Title: Budget Administrator Date: 4-11-18

Finance Department Approval: \_\_\_\_\_ Date: \_\_\_\_\_ Entered by: \_\_\_\_\_ Date: \_\_\_\_\_

County Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_ Updated by: \_\_\_\_\_ Date: \_\_\_\_\_

# SANTA FE COUNTY

## RESOLUTION 2018 - \_\_\_\_\_

Page 2 of 4

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Erika Lovato Dept/Div Finance Phone No.: 505-986-6321

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.
- The Finance Department is requesting to budget cash from the Sheriff's office, Fire Department and RECC in conjunction with the IPA agreement with the City of Santa Fe and the Town of Edgewood to fund the Purchase of a new CAD ( Computer Aided Dispatch) software.

### a) Employee Actions

Line Item	Action (Add/Delete Position, Reclasse, Overtime)	Position Type (permanent, term)	Position Title

### b) Professional Services (50-xx) and Capital Category (80-xx) detail:

Line Item	Detail (what specific things, contracts, or services are being added or deleted)	Amount
80-16	Computer Aided Dispatch	\$881,000

- 2) Is the budget action for RECURRING expense \_\_\_\_\_ or for NON-RECURRING (one-time only) expense \_\_\_\_\_ xx



# SANTA FE COUNTY

## RESOLUTION 2018 - \_\_\_\_\_

Page 3 of 4

*ATTACH ADDITIONAL SHEETS IF NECESSARY.*

DEPARTMENT CONTACT:

Name: Erika Lovato Dept/Div: Finance Phone No.: 505-986-6321

**DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT (If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.):**

- 3) Does this request impact a revenue source? If so, please identify (i.e. General Fund, state funds, federal funds, etc.), and address the following:
  - a) If this is a state special appropriation, YES        NO xx  
If YES, cite statute and attach a copy.
  - b) Does this include state or federal funds? YES        NO xx  
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.
  - c) Is this request is a result of Commission action? YES        NO xx  
If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.).
  - d) Please identify other funding sources used to match this request.

# SANTA FE COUNTY

## RESOLUTION 2018 - \_\_\_\_\_

Page 4 of 4

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This \_\_\_\_\_ Day of \_\_\_\_\_, 2018.

Santa Fe Board of County Commissioners

\_\_\_\_\_  
Anna Hansen, Chairperson

**ATTEST:**

\_\_\_\_\_  
Geraldine Salazar, County Clerk



