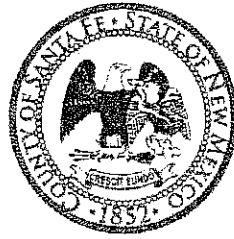


**Henry P. Roybal**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

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



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

**Edward H. Moreno**  
*Commissioner, District 5*

**Katherine Miller**  
*County Manager*

**To:** Board of County Commissioners

**Fr:** Don Moya, Finance Division Director

**CC:** Undersheriff Ron Madrid

**Date:** July 13, 2017

**Re:** Resolution No. 2017 - \_\_\_\_\_, A Resolution Requesting a Budget Increase to the Law Enforcement Operations Fund (246) to Budget Grant Funds from the New Mexico Department of Transportation (NMDOT) / \$4,125 (Finance Division/Don Moya)

---

**Issue:**

The Santa Fe Sheriff's Office is requesting a budget increase to the Law Enforcement Operations Fund to budget grant funds from New Mexico Department of Transportation (NMDOT) in the amount of \$4,124.50.

**Background:**

Funding from NMDOT-Education and Enforcement comes from citations issued in the state of New Mexico, and a percentage of funds are allocated to the Law Enforcement agency that issued the citation. The funds provided to the Sheriff's Office were awarded to purchase two ProLaser Traffic Lidars for enforcement.

**Action Requested:**

The Sheriff's Office requests approval to budget grant funding from NMDOT in the amount of \$4,125.



# SANTA FE COUNTY

## RESOLUTION 2017-\_\_\_\_\_

Page 1 of 4

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

Whereas, the Board of County Commissioners meeting in regular session on August 8, 2017 did request the following budget adjustment

Department / Division: \_\_\_\_\_

Sheriff's Office

Budget Adjustment Type: \_\_\_\_\_

Increase

Fund Name: Law Enforcement Operations Fund (LEOF): 246

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

BUDGETED REVENUE: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DI VISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
246	1224	371	0900	NMDOT: EDUCATION & ENFORCEMENT PROGRAM	\$ 4,125	
TOTAL ( IF SUBTOTAL, check here) →					\$ 4,125	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/DI VISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	CATEGORY/LINE ITEM NAME	INCREASE AMOUNT	DECREASE AMOUNT
246	1224	424	8099	INVENTORY EXEMPT	\$ 4,125	
TOTAL ( IF SUBTOTAL, check here) →					\$ 4,125	\$ -

Requested by: \_\_\_\_\_

Date: 7-14-17 Title: Charles Hall

Finance Department Approval: Don May

Date: 7-26-17 Entered by: \_\_\_\_\_

County Manager Approval: \_\_\_\_\_

Date: \_\_\_\_\_ Updated by: \_\_\_\_\_

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

# SANTA FE COUNTY

## RESOLUTION 2017- \_\_\_\_\_

Page 2 of 4

ATTACH ADDITIONAL SHEETS IF NECESSARY

### DEPARTMENT CONTACT:

Name: Undersheriff Ron Madrid Dept/Div: Sheriff's Office Phone No: 505-986-2457

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 Sheriff's Office has been awarded \$4,124.50 to purchase equipment for the traffic division. Funding is from New Mexico Department of Transportation (NMDOT) and to be used towards a purchase of (2) lidars for our traffic division.

### 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
80-99	(2) ProLaser lidars	\$4,125

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

# SANTA FE COUNTY

## RESOLUTION 2017- \_\_\_\_\_

Page 3 of 4

ATTACH ADDITIONAL SHEETS IF NECESSARY

### DEPARTMENT CONTACT:

Name: Undersheriff Ron Madrid Dept/Div: Sheriff's Office Phone No: 505-986-2457

- 3) Does this request impact a revenue source? If YES, 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 X

- b. Does this include state or federal funds? Yes X No

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 an award letter and proposed budget.

Name: New Mexico Department of Transportation: Education and Enforcement

Grant Number: 17-EE-05-091

Award Date: 10/1/16 - 9/30/17

Amount: \$4,124.50

- c. Is this request a result of Commission action? Yes            No X

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 2017 - \_\_\_\_\_**

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 \_\_\_\_\_, 2017**

**Santa Fe Board of County Commissioners**

\_\_\_\_\_  
Henry P. Roybal, Chairperson

**ATTEST:**

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

CONTRACT NUMBER: TS0431.0

VENDOR NUMBER: 54297

#### GRANT AGREEMENT

This grant agreement is between the New Mexico Department of Transportation (the "Department") and the Santa Fe County SO (the "Grantee"). The Department and the Grantee agree as follows:

1. **Award.** The Department hereby awards the Grantee funding for the following project: Education and Enforcement (E&E), Project No. 17-EE-05-091, \$4,124.50.
2. **Scope of Work.** The Grantee shall perform the professional services stated in exhibit A.
3. **Payment.** To be paid for eligible expenses, the Grantee must submit properly prepared claims. Claims must (1) be filed on the correct form (which must be completed fully and accurately), (2) include the required supporting documents, (3) certify that invoices accurately reflect work completed, amount due, remaining balance and project number, and (4) be signed by the Grantee's designated representative. To be paid for its final claim, the Grantee must submit the claim no later than thirty days after termination of this agreement. The Grantee acknowledges that the Department will not pay for any expenses incurred prior to both parties signing the agreement, after termination of the agreement, or in excess of the amount of the award noted in section 1.
4. **Records and Audit.** The Grantee shall strictly account for all receipts and disbursements related to this agreement. The Grantee shall record costs incurred, services rendered and payment received, and shall maintain these financial records during the agreement and for five years after termination. On request, the Grantee shall provide the financial records to Department and the state auditor, and shall allow the Department and the state auditor to inspect or audit these financial records during business hours at the Grantee's principal office during the agreement and for five years after termination. If the financial records provided by the Grantee are insufficient to support an audit by customary accounting practices, the Grantee shall reimburse the Department for any expense incurred related to the insufficient documentation within thirty days of written notice from the Department. If an audit or inspection reveals that funds were used for expenses not directly related to the project, or otherwise used inappropriately, or that payments were excessive or otherwise erroneous, the Grantee shall reimburse the Department for those funds or payments within thirty days of written notice.
5. **Officials Not to Benefit.** The parties intend that no member of the New Mexico legislature or the United States Congress, or any public official, public employee or tribal council member, in that person's individual capacity, will benefit from this agreement.
6. **Termination.** The Department may terminate this agreement if, in its judgment, the Grantee has failed to support the goals of the Department, becomes unable to perform the services required, or violates any provision of the agreement. If it terminates the agreement, the Department will give the Grantee thirty days written notice. On receipt of notice, the Grantee shall suspend work unless the notice directs otherwise. The parties acknowledge that

termination will not nullify obligations incurred prior to termination.

**7. Appropriations.** The Grantee acknowledges that:

- (1) this agreement is contingent upon sufficient appropriations and authorizations being made by the Congress of the United States or the New Mexico state legislature;
- (2) if sufficient appropriations and authorizations are not made, this agreement will terminate upon written notice by the Department to the Grantee; and
- (3) the Department will not expend any funds until they are approved for expenditure, and the Department's determination as to whether approval has been granted will be final.

**8. Compliance with Law.** The Grantee, its employees, agents and contractors, shall comply with the following:

- (1) Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act of 1990, the Environmental Justice Act of 1994, the Civil Rights Restoration Act of 1987, and 49 C.F.R. § 21;
- (2) all federal and state laws, rules, and regulations, and executive orders of the Governor of the state of New Mexico pertaining to equal employment opportunity, including the Human Rights Act, NMSA 1978, §§ 28-1-1 through -15 (In accordance with such, the Grantee states that no person, on the grounds of race, religion, national origin, sex, sexual orientation, gender identity, spousal affiliation, serious medical condition, age or handicap, will be excluded from employment with or participation in, denied the benefits of, or otherwise subjected to, discrimination in any activity performed under this agreement. If the Grantee it is found to be in violation of any of these requirements, the Grantee shall take prompt and appropriate steps to correct such violation.);
- (3) state laws applicable to workers compensation benefits for the Grantee's employees, including the Workers' Compensation Act, NMSA 1978, §§ 52-1-1 through -70, and related regulations; and

**9. Notices.** For a notice under this agreement to be valid, it must be in writing; be delivered by hand, registered or certified mail return receipt requested and postage prepaid, fax or e-mail; and be addressed as follows:

to NMDOT at:  
New Mexico Dept. of Transportation  
Attn: Traffic Safety Division  
P.O. Box 1149  
Santa Fe, NM 87504

to the Grantee at:  
Santa Fe County SO  
Attn: Corporal Jared Mosher  
35 Camino Justicia  
Santa Fe, New Mexico 87508

**10. Severability.** The parties intend that if any provision of this agreement is held to be unenforceable, the rest of the agreement will remain in effect as written.

**11. Tort Claims.** The parties intend that (1) immunity from liability for tortious conduct under NMSA 1978, § 41-4-4(A) will apply to all conduct relating to this agreement, (2) only the waivers of immunity from liability under NMSA 1978, §§ 41-4-4 through -12 will apply, and (3) this agreement does not waive immunity from liability for tortious conduct relating to this agreement of any employee of the Department or the Grantee.



12. **Jurisdiction and Venue.** The Grantee acknowledges the jurisdiction of the courts of the state of New Mexico for any adversarial proceeding arising out of this agreement, and that venue for any such proceeding will be in the First Judicial District Court for the county of Santa Fe, New Mexico.

13. **Project Responsibility.** The Grantee acknowledges that it bears sole responsibility for performing the services referred to in section 2, and that the Department is not responsible for any services except as expressly stated in this agreement.

14. **Term.** This agreement takes effect upon signature of all parties. If the Grantee does not deliver the signed agreement to the Department within sixty days of the Department's signature, the agreement will be voidable by the Department. The agreement terminates at midnight on September 30, 2017, unless earlier terminated as provided in section 6 or section 7.

15. **Applicable Law.** The laws of the state of New Mexico, without giving effect to its choice of law principles, govern all adversarial proceedings arising out of this agreement.

16. **Amendment.** No amendment of this agreement will be effective unless it is in writing and signed by the parties.

17. **No Third-party Beneficiary.** This agreement does not confer any rights or remedies on anyone other than the Department and the Grantee.

18. **Merger.** This agreement constitutes the entire understanding between the parties with respect to the subject matter of the agreement and supersedes all other agreements, whether written or oral, between the parties, except that this agreement does not supersede the Grantee's rights under any other grant agreement.

Each party is signing this agreement on the date stated opposite that party's signature.

Date: 30 May, 2017

DEPARTMENT OF TRANSPORTATION

By: [Signature]

Cabinet Secretary or Designee

Date: 5.23, 2017

SANTA FE COUNTY

By: [Signature]

Title: DEPT. COUNTY MANAGER

Approved as to form and legal sufficiency.

Date: 05/10/2017, 2017

By: [Signature]

Assistant General Counsel  
Department of Transportation

Approved as to form and legal sufficiency.

Date: 5/22, 2017

By: [Signature]

Counsel for Santa Fe County

Traffic Safety Division

3

Reviewed and Approved  
for SIGNATURE  
Don Moye 5.23.17  
SFC FIDUCIARY

## EXHIBIT A – SCOPE OF WORK, TRAINING, REIMBURSEMENT AND REPORTING

**EDUCATION AND ENFORCEMENT PROGRAMS (E&E)** Project Number: 17-EE-05-091

1. **Scope of Work.** The Grantee shall utilize department funds to purchase two Pro Laser 4 Lidar units.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

“Program Manager” means the staff person at the Department assigned to monitor, coordinate and oversee program areas and project activities.

“Agency Coordinator” means the person assigned by the Grantee to assume direct responsibility for administering all phases of the project agreement.

3. **Training and qualifications.** The Agency Coordinator should attend the Law Enforcement Coordinators Symposium and other Department training. The Grantee shall notify the Department of any changes in the Agency Coordinator. If the Grantee utilized the funding to conduct E&E enforcement, the Grantee’s participating officers must have law enforcement certifications in all areas necessary to conduct the activities.

4. **Reimbursement.** Claims for payment must specify the officers’ actual hourly rate of overtime pay (hourly rate X 1.5); the Department will not pay any amount in excess of that rate. The Grantee should submit claims as funding is expended. The Department will pay the Grantee for the following:

(1) Two Pro Laser 4 Lidar units.

5. **Reporting.** The Grantee must submit activity reports as funding is expended using the activity report form provided unless otherwise directed by the Department. If the funding is utilized for enforcement the Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department within 10 days of the issuance of the citation or citations. The Grantee is responsible for timely crash reports to be submitted to the Department according to NMSA 1978, § 66-7-207.

6. **Equipment.** The Grantee may not purchase equipment under this agreement unless the purchase is provided for in the commodities line item of section 7 of this attachment.

7. **Funding.** Funding for this Education and Enforcement (“E&E”) project comes from a \$3.00 dollar fee imposed on traffic citations as allowed by NMSA 1978, § 66-7-512, and NMAC 18.20.2.6. Fifty percent of the money deposited in the traffic safety education and enforcement fund is allocated to the law enforcement agency that issued the citation. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project’s itemized budget is as follows:

Commodities	\$4,124.50
<b>TOTAL</b>	<b>\$4,124.50</b>



## Quotation

Page 1 of 2

### KUSTOM SIGNALS, INC.

9852 Lotrel Blvd., Lenexa, KS 66219-2406  
913-492-1400 Fax 913-492-1703  
sales@kustomsignals.com www.kustomsignals.com

Date 05/16/2017

To... JARED MOSHER  
SANTA FE CO SHERIFF'S OFFICE

35 CAMINO JUSTICIA  
SANTA FE NM 87508-0438

Quote # 960984867941MT  
Terms Net 30  
This Quote Expires on 08/14/2017  
Phone 505-986-2400  
Fax 505-986-2498

Qty	Product Description	Unit Price	Sub Total
	NM NASPO Contract # 20-000-00-00033		\$0.00
			\$0.00
2	ProLaser 4 bundle includes a Hogue grip, 8 AA rechargeable batteries with charger (4 of which are spares), USB to PC interface cable, 12 VDC to USB adapter, hard carry case and industry leading three (3) year warranty. Includes Shipping	\$2,505.00	\$5,010.00
			\$0.00
			\$0.00
	3-Year Standard Warranty		\$0.00
			\$0.00
		Total	\$5,010.00

Interested in a lease-to-own option? Contact Kustom Signals today at 800-458-7866 or teampos@kustomsignals.com for a detailed quote and to lock in a rate. Benefits of Leasing:

- Flexible repayment terms structured to meet your budget
- Significantly faster, less complicated and less expensive than other forms of public debt
- 100% financing and immediate ownership of equipment
- Municipal leasing is cash flow friendly

Signature

*Jenny Coughenour*

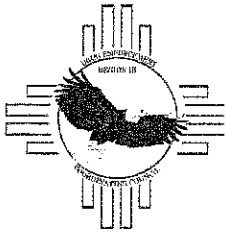
If applicable sales tax not included, sales and/or freight could be subject to current rates based on your State, County, or City requirements. Seller may charge Buyer a 25% restocking fee.

Toll Free 800-4KUSTOM (800-458-7866)









**BOARD OF DIRECTORS**

**Major Tim Johnson**  
Chairman  
NM State Police  
Division

**Jennifer Padgett**  
Vice-Chairman  
First Judicial District  
Attorney

**Sheriff Robert A. Garcia**  
Secretary-Treasurer  
Santa Fe County  
Sheriff's Department

# **REGION III DRUG ENFORCEMENT TASK FORCE**

Law Enforcement Working Together to Serve Santa Fe, Los Alamos, Rio Arriba and Taos Counties in New Mexico


P. O. Box 23118  
Santa Fe, NM 87502  
(505) 471-1715 or (800) 662-6660


## **MEMORANDUM**

DATE: July 6, 2017

TO: The Board of County Commissioners  
Santa Fe County, Santa Fe, New Mexico

CC: Katherine Miller, County Manager

FROM: Don D. Moya, Finance Division Director 

VIA: Robert A. Garcia, Sheriff  
Santa Fe County Sheriff's Office 

RE: Resolution No. 2017 - \_\_\_\_, A Resolution Requesting a Budget Increase To the Federal Forfeiture Fund (225) to Budget Cash Carryover / \$1,607.00 (Finance/Don Moya)

### **BACKGROUND:**

Region III Task Force is requesting approval of a Resolution through the Board of County Commissioners for a budget increase to the Federal Forfeiture Fund (225).

### **ISSUE:**

The increase to the Federal Forfeiture Fund which is awarded through the Equitable Sharing Program will be used for vehicle maintenance for undercover vehicles assigned to agents.

### **RECOMMENDATION:**

Region III is requesting approval of a budget increase to the Federal Forfeiture Fund (225) in the amount of \$1,607.00. Your consideration will be greatly appreciated.

DDM/dml





# SANTA CLAY COUNTY

Page 1 of 4

## RESOLUTION 2017 -

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

Whereas, the Board of County Commissioners meeting in regular session on August 8, 2017, did request the following budget adjustment:

Department / Division: Sheriff's Office / Region III

Fund Name: Equitable Sharing Account Federal Forfeitures (225)

Budget Adjustment Type: Budget 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
225	1205	385	0300	Budgeted Cash	1,607.00	
TOTAL (if SUBTOTAL, check here)					1,607.00	

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
225	1205	425	35.03	Vehicle Maintenance	2,407.00	
225	1205	425	75.07	Inland Marine Premiums		800.00
TOTAL (if SUBTOTAL, check here)					2,407.00	800.00

Requesting Department Approval: Don Mayo

Title: Finance Director

Date: 7/26/17

Co-finance Department Approval: Don Mayo

Date: 7-26-17

Entered by:

Date:

County Manager Approval:

Date:

Updated by:

Date:



# SANTA FE COUNTY

## RESOLUTION 2017 - \_\_\_\_\_

Page 2 of 4

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Lt. Scott McFaul, Program Manager Dept./Div: Sheriff's Office / Region III Phone No.: 473-7021

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.

This Resolution is requesting to increase the Program Income Cost Center 255-1205 for cash carry over from the previous fiscal year (FY2017) which will be utilized for vehicle maintenance for undercover vehicles.

### a) Employee Actions

Line Item	Action (Add/Delete Position, Reclass, 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

- 2) Is the budget action for RECURRING expense ☒ or for NON-RECURRING (one-time only) expense ☐



# SANTA COUNTY

## RESOLUTION 2017 - \_\_\_\_\_

Page 3 of 4

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT:

Name: Lt. Scott McFaul, Program Dept/Div: Sheriff's Office/Region III Phone No.: 473-7021

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 X
  - If YES, cite statute and attach a copy. Cost Center 225-1205 is supported through the Federal Equitable Sharing Program, Region III has been participating in since 2001.
- b) Does this include state or federal funds? YES X NO
- 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 a result of Commission action? YES NO X
- 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.  
There are no other funding sources to match this request.



# SANTA FE COUNTY

## RESOLUTION 2017 - \_\_\_\_\_

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 \_\_\_\_\_, 2017.

Santa Fe Board of County Commissioners

\_\_\_\_\_  
Henry P. Roybal, Chairperson

ATTEST:

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BAR'S	ADJUSTED BUDGET	EXPENDED	ENCUMB. BALANCES	AVAIL. BUDGET BALANCE	% REM.
REG III PROGRAM INCOME								
MAINTENANCE								
225-1205-425.40-01 BUILDING / STRUCTURE		9658	0	9,658	0	0	9,658	100
225-1205-425.40-02 EQUIPMENT		232	0	232	0	266	34-	15-
* MAINTENANCE		9890	0	9,890	0	266	9,624	97
SERVICES								
225-1205-425.50-03 CONTRACTUAL/PROFESSIONAL		10000	0	10,000	0	0	10,000	100
225-1205-425.50-90 OTHER SERVICES		2500	0	2,500	0	0	2,500	100
* SERVICES		12500	0	12,500	0	0	12,500	100
SUPPLIES								
225-1205-425.60-07 OPERATIONAL SUPPLIES		2401	0	2,401	0	0	2,401	100
* SUPPLIES		2401	0	2,401	0	0	2,401	100
OTHER OPERATING COSTS								
225-1205-425.70-03 TELEPHONE		3832	0	3,832	2,048	0	1,784	47
* OTHER OPERATING COSTS		3832	0	3,832	2,048	0	1,784	47
OTHER PUBLIC SAFETY								
225-1205-425.73-02 SHERIFF'S EXPENSE		6966	0	6,966	0	0	6,966	100
* OTHER PUBLIC SAFETY		6966	0	6,966	0	0	6,966	100
INSURANCE & DEDUCTIBLES								
225-1205-425.75-07 INLAND MARINE PREMIUMS		800	0	800	0	0	800	100
* INSURANCE & DEDUCTIBLES		800	0	800	0	0	800	100
CAPITAL PURCHASES								
225-1205-425.80-09 VEHICLES		18946	0	18,946	0	0	18,946	100
* CAPITAL PURCHASES		18946	0	18,946	0	0	18,946	100
REG III PROGRAM INCOME								
*** SHERIFF'S DEPT. ADMIN		55335	0	55,335	2,048	266	53,021	96
**** FEDERAL FORFEITURE FUND		55335	0	55,335	2,048	266	53,021	96
		55335	0	55,335	2,048	266	53,021	96

\$55,335 FY 18 Budget  
 56,942 FY 17 Balance  
 \$ 1,607 Avail. to Re-budget

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BAR'S	ADJUSTED BUDGET	EXPENDED	ENCUMB. BALANCES	AVAIL. BUDGET BALANCE	% REM.
REG III PROGRAM INCOME								
VEHICLE EXPENSES								
225-1205-425.35-03	VEHICLE MAINTENANCE	3056	0	3,056	648	0	2,408	79
*	VEHICLE EXPENSES	3056	0	3,056	648	0	2,408	79
MAINTENANCE								
225-1205-425.40-01	BUILDING / STRUCTURE	11658	0	11,658	0	0	11,658	100
225-1205-425.40-02	EQUIPMENT	1006	0	1,006	232	0	774	77
*	MAINTENANCE	12664	0	12,664	232	0	12,432	98
SERVICES								
225-1205-425.50-03	CONTRACTUAL/PROFESSIONAL	5000	5000	10,000	0	0	10,000	100
225-1205-425.50-90	OTHER SERVICES	2500	0	2,500	0	0	2,500	100
*	SERVICES	7500	5000	12,500	0	0	12,500	100
SUPPLIES								
225-1205-425.60-07	OPERATIONAL SUPPLIES	2789	0	2,789	388	0	2,401	86
*	SUPPLIES	2789	0	2,789	388	0	2,401	86
OTHER OPERATING COSTS								
225-1205-425.70-03	TELEPHONE	2792	0	2,792	1,760	0	1,032	37
*	OTHER OPERATING COSTS	2792	0	2,792	1,760	0	1,032	37
OTHER PUBLIC SAFETY								
225-1205-425.73-02	SHERIFF'S EXPENSE	6423	0	6,423	0	0	6,423	100
*	OTHER PUBLIC SAFETY	6423	0	6,423	0	0	6,423	100
INSURANCE & DEDUCTIBLES								
225-1205-425.75-07	INLAND MARINE PREMIUMS	800	0	800	0	0	800	100
*	INSURANCE & DEDUCTIBLES	800	0	800	0	0	800	100
CAPITAL PURCHASES								
225-1205-425.80-09	VEHICLES	18946	0	18,946	0	0	18,946	100
*	CAPITAL PURCHASES	18946	0	18,946	0	0	18,946	100
**	REG III PROGRAM INCOME	54970	5000	59,970	3,028	0	56,942	95
***	SHERIFF'S DEPT. ADMIN	54970	5000	59,970	3,028	0	56,942	95
****	FEDERAL FORFEITURE FUND	54970	5000	59,970	3,028	0	56,942	95



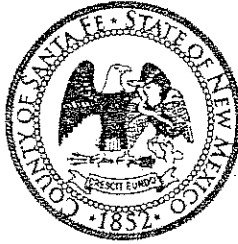




**Henry P. Roybal**  
*Commissioner, District 1*

**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

To: The Board of County Commission  
From: Don Moya, Finance Director   
Via: Katherine Miller, County Manager

Date: August 8, 2017

Subject: Resolution No. 2017-\_\_\_, A Resolution Authorizing The Disposition Of Fixed Assets In Accordance With State Statute. (Finance/Don Moya)

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### ISSUE:

On an annual basis, department staff/elected officials are required to collect information related to inoperable or obsolete property and equipment of Santa Fe County in order to determine its eligibility for surplus.

### BACKGROUND:

Santa Fe County follows the State of New Mexico statutory policies to dispose surplus property and equipment pursuant to NMSA 1978, Section 13-6-1 (2012).

The Santa Fe County Regional Emergency Communications Center has submitted 911 equipment which includes consoles, network equipment, and computer equipment for disposition. Santa Fe County will donate the fixed asset to the New Mexico Department of Public Safety. Upon approval, the fixed assets will be removed and re-distributed by Santa Fe County to the New Mexico Department of Public Safety.

### REQUEST ACTION:

The Finance Division requests the Board's consideration and approval of the attached resolution to dispose the personal property to the New Mexico Department of Public Safety.

Upon approval of the resolution by the Board of County Commissioners, a copy of the resolution will be submitted to the State Auditor's Office. The items will be released to the New Mexico Department of Public Safety thirty days after notification to the State Auditor.



# **SANTA FE COUNTY**

## **RESOLUTION NO. 2017-**

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### **A RESOLUTION AUTHORIZING THE DISPOSITION OF FIXED ASSETS IN ACCORDANCE WITH STATE STATUTE**

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**WHEREAS**, Santa Fe County (County) desires to dispose of certain personal property identified in Exhibit A, attached; and

**WHEREAS**, Exhibit A details each item of personal property by department or office, tag number, description of fixed asset, serial number, reason for surplus, condition of fixed asset, location of fixed asset, and/or estimated value; and

**WHEREAS**, the Board of County Commissioners (BCC) hereby determines that (i) each item of personal property on Exhibit A is worn-out, unusable, or obsolete to the extent that the item is no longer economical or safe for continued use by the County and (ii) each item on Exhibit A has an estimated current resale value of five thousand dollars (\$5,000) or less.

**NOW, THEREFORE, BE IT RESOLVED** that the BCC (i) approves of the disposal of the personal property listed on Exhibit A, pursuant to NMSA 1978, Section 13-6-1 (2012), and (ii) directs that, to the extent feasible, the personal property shall be sold at public auction and, if that it is not feasible, that it be disposed of as otherwise allowed by law.

**PASSED, APPROVED, AND ADOPTED THIS 8th DAY OF AUGUST, 2017.**

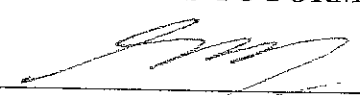
**BOARD OF COUNTY COMMISSIONERS  
OF SANTA FE COUNTY**

\_\_\_\_\_  
Henry P. Roybal, Chair

**ATTEST:**

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

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Gregory S. Shaffer, County Attorney



**Santa Fe Regional  
Emergency Communications  
Center (RECC)**

35 Camino Justicia, Santa Fe, NM 87508  
(505) 428-3710 Fax (505) 428-3735

June 13, 2017

Terri Thornberry  
Communications Director  
4491 Cerrillos Road  
Santa Fe, New Mexico 87507

RE: 911 Equipment Donation

Director Thornberry,

This letter serves as official documentation that the Santa Fe Regional Emergency Communications Center is hereby donating all the 911 equipment that was purchased for use by the Department of Public Safety within the State Police District 1 dispatch center. This equipment was purchased through a Grant agreement between Santa Fe RECC and the State of New Mexico Department of Finance and Administration, and the donation will include all network, computer, telephone and furniture components that were installed and in the State Police dispatch center. You may use or dispose of this equipment as your department allows and sees fit. Thank you and please contact me with any questions regarding this matter.

Respectfully,

Ken R. Martinez  
Director  
Santa Fe RECC  
Work (505) 992-3096  
Cellular (505) 660-3341  
FAX (505) 428-3735  
krmartinez@santafecountynm.gov

EXHIBIT A



NEW MEXICO DEPARTMENT OF PUBLIC SAFETY  
POST OFFICE BOX 1628 • SANTA FE, NEW MEXICO 87504-1628



SUSANA MARTINEZ  
GOVERNOR

PETE N. KASSETAS  
CHIEF/ DEPUTY SECRETARY  
LAW ENFORCEMENT OPERATIONS

OFFICE OF THE SECRETARY  
505/ 827-3370

ADMINISTRATIVE SERVICES  
505/ 827-3332

SCOTT WEAVER  
CABINET SECRETARY

AMY L. ORLANDO  
DEPUTY SECRETARY  
STATEWIDE LAW ENFORCEMENT  
SERVICES AND SUPPORT  
GENERAL COUNSEL

OFFICE OF THE CHIEF  
NEW MEXICO STATE POLICE  
505/ 827-9219

INFORMATION TECHNOLOGY  
505/ 827-3413

OFFICE OF THE DEPUTY SECRETARY  
505/ 827-3367

LAW ENFORCEMENT ACADEMY  
505/ 827-9252

June 14, 2017

Ken R. Martinez, Director  
Santa Fe Regional Dispatch  
35 Camino Justicia, Santa Fe, NM 87508

RE: 911 Equipment Donation

Director Martinez:

This letter serves as an official acceptance letter with appreciation, for your donation of the 911 equipment which includes the consoles, Eventide recorder all associated network equipment and computer equipment. The equipment is currently located at the District one NMSP building on 4491 Cerrillos Road, Santa Fe, NM 87504.

Thank you and Regards,

Glendora Orphey,  
Deputy Director of Communications  
DPS Communications Bureau

CC: Terri Thornberry, Director



CALEA

ACCREDITED LAW ENFORCEMENT AGENCY

TELEPHONE NO.: 505-992-3090

Date:

# EXHIBIT A

TELEPHONE NO.: 505-992-3090

**NOTE:** Possible Reasons for Surplus: Obsolete; excessive cost to repair, or working but not currently used by department.  
Condition of the Asset: Damaged, destroyed, working (note the condition-good, fair, or poor)

We hereby certify that the assets noted above have been examined and the information is accurate to the best of our knowledge.

Department Director

Date:

6/23/17









# THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY

## Resolution No. 2017 - \_\_\_\_\_

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### A RESOLUTION

**CONCERNING THE HOUSING OF UNITED STATES MARSHALS SERVICE PRISONERS AT THE ADULT DETENTION FACILITY; AUTHORIZING THE COUNTY MANAGER TO RENEGOTIATE THE PER DIEM RATE AND GUARD HOURLY RATE FOR SUCH PRISONERS; AND DELEGATING AUTHORITY TO THE COUNTY MANAGER TO EXECUTE A NEW INTERGOVERNMENTAL SERVICE AGREEMENT OR ONE OR MORE MODIFICATIONS TO THE EXISTING INTERGOVERNMENTAL SERVICE AGREEMENT CONCERNING SUCH PRISONERS**

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**WHEREAS**, Santa Fe County (County) houses federal prisoners at the County Adult Detention Facility (ADF) pursuant to Intergovernmental Service Agreement No. 51-99-0030 (IGA) with the United States Marshals Service (USMS); and

**WHEREAS**, under the IGA, among other reimbursements and compensation, the County is paid a per diem rate for one (1) person per "prisoner day" and a guard hour rate for guard/transportation services for prisoners going to medical and court appointments; and

**WHEREAS**, the IGA allows the rates to be periodically renegotiated based upon the allowable costs of the County; and

**WHEREAS**, the County's costs have increased since the current per diem and guard hour rates have been established; and

**WHEREAS**, the Board of County Commissioners (Board) of the County desires to authorize the County Manager to renegotiate the per diem and guard hour rates and delegate to the County Manager the authority to execute on behalf of the County a new Intergovernmental Service Agreement concerning the housing of USMS prisoners or one or more modifications to the IGA.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby:

1. Authorizes the County Manager, either herself or through County staff and contractors designated by her, to renegotiate the per diem and guard hour rates in the IGA. Without limiting the generality of the foregoing, the County Manager is specifically authorized to submit to the USMS all forms, certifications, and documentation necessary or proper to request increased rates.
2. Delegates to the County Manager the authority to execute on behalf of the County a new Intergovernmental Service Agreement concerning the housing of USMS prisoners at ADF or one or more modifications to the IGA effectuating any increased per diem or



guard hour rates resulting from the renegotiation and such other incidental changes and modifications as the County Manager determines to be in the best interests of the County.

3. Directs the County Manager to inform the Board of the results of the renegotiation.

**PASSED, APPROVED, AND ADOPTED** this 8<sup>th</sup> day of August, 2017.

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

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**Henry P. Roybal, Chairperson**

**ATTEST:**

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**Geraldine Salazar, County Clerk**

**APPROVED AS TO FORM:**



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**Gregory S. Shaffer, County Attorney**





