

SANTA FE COUNTY

RESOLUTION 2009 - 11

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: Sheriff / Region III Fund Name: General Fund 101

Budget Adjustment Type: Budget Increase Fiscal Year: 2009 (July 1, 2008 - June 30, 2009)

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
101	1214	372	0800	Federal Grants / Region III JAG	48,949	
TOTAL (if SUBTOTAL, check here <input checked="" type="checkbox"/> )					48,949	

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	REVENUE NAME	INCREASE AMOUNT	DECREASE AMOUNT
101	1214	425	10-26	Term Employee	15,807	
101	1214	425	10-21	Benefits	6,372	
101	1214	425	30-05	Gas & Oil	168	
101	1214	425	50-03	Professional Contracts	23,100	
101	1214	425	70-42	Sheriff's Expense	1,063	
101	1214	425	70-92	5% Admin. Fee	2,439	
TOTAL (if SUBTOTAL, check here <input type="checkbox"/> )					48,949	

Requesting Department Approval: [Signature] Title: Sheriff Date: 12-30-08

Finance Department Approval: [Signature] Date: 1/16/09 Entered by: \_\_\_\_\_ Date: \_\_\_\_\_

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

SANTA FE COUNTY

RESOLUTION 2008 - 11

ATTACH ADDITIONAL SHEETS IF NECESSARY.

DEPARTMENT CONTACT: Name: Ralph W. Lopez: Program Manager Dept/Div: Sheriff / 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 request is an Awarded Extension in the amount of \$48,948.93 monies from previous Fiscal Year to be extended through this fiscal year and have not yet been budgeted.
a) Employee Actions

Table with 4 columns: Line Item, Action (Add/Delete Position, Reclass, Overtime), Position Type (permanent, term), Position Title. Row 1: 10-26, Funding to cover an existing position at half-time, Term, Administrative Secretary.

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

Table with 3 columns: Line Item, Detail (what specific things, contracts, or services are being added or deleted), Amount. Row 1: Cc 1214 / 50-03, Professional Services; Contact, for Region III, Program Manager, 23,100.00.

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

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DEPARTMENT CONTACT:

Name: Ralph W. Lopez, Program Manager Dept/Div: Sheriff / 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.
  - b) Does this include state or federal funds? YES XX 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. Grant Name: JAG, through the Department of Public Safety, Extension Funds from previous Fiscal Year \$48,948.93.
  - 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.  
There are no other funding sources to match this request.

SANTA FE COUNTY

RESOLUTION 2008 - 11

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 21 Day of January, 2008.

Santa Fe Board of County Commissioners

*[Handwritten Signature]*  
Mike Anaya, Chairperson

ATTEST:

*[Handwritten Signature]*  
Valerie Espinoza, County Clerk



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss  
BCC RESOLUTIONS  
PAGES: 7  
I Hereby Certify That This Instrument Was Filed for  
Record On The 28TH Day Of January, 2009 at 11:35:55 AM  
And Was Duly Recorded as Instrument # 1550407  
Of The Records Of Santa Fe County  
Witness My Hand And Seal Of Office  
Valerie Espinoza  
County Clerk, Santa Fe, NM  
*[Handwritten Signature]*  
Deputy

# 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

November 12, 2008

Zeke Parra  
Management Analyst  
Grants Management Bureau  
NM Department of Public Safety

Ref: FY07 Extension Request Grant Number 05-JAG REV – Region III FY08

Mr. Parra

Region III was granted a ninety (90) day extension on the above grant. The extension was for \$40,883.49, which at the time was an estimated amount to be reverted. The final total to be reverted is \$48,948.93 a difference of \$8,065.44. Region III would like to incorporate this amount into the initial request for a combined total of \$48,948.93 and make an official request to extend the entire amount to the end of August 31, 2009.

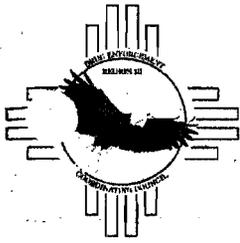
The following amounts will be deducted from the reverted amount of \$48,780.51:

- \$168.42 for gas paid by Santa Fe County on October 23, 2008
- \$2,439.00 Administrative Fee, for Reverted Funds
- \$1,063.06 in Confidential Funds

This will leave an operating balance of \$45,278.45 until the end of August 2009.

As a result of the recommended cuts by DEAC and the additional cut of \$11,095.00 from the current Grant Award for Region III. I am requesting to take the remaining balance of \$45,278.45 from the reverted amount and apply it towards the Administrative Secretary's salary at \$22,178.45, for eleven (11) months including benefits and \$23,100.00 for the Program Managers salary for seven (7) months, as specified in Article VI – Conditions of Award; Letters N and O.

This will leave a salary deficit of five (5) months, \$16,500 for the Program Manager and one (1) month \$2,020.00 for the Administrative Secretary for a total deficit of \$18,520.00. This amount will be deducted from the current JAG Grant Award for FY08, leaving a balance of \$34,449.00 from the Awarded amount of \$52,969.00.



## BOARD OF DIRECTORS

Deputy Chief  
Benjie Montano  
Chairman  
City of Santa Fe  
Police Department

Captain Greg Toya  
Vice-Chairman  
NM State Police

Sheriff Greg L. Solano  
Secretary-Treasurer  
Santa Fe County  
Sheriff's Department

REC'D  
CLE  
RECORDED 01/28/2009

SEC CLE RECORDED 01/28/2009

This balance will be combined with the State Appropriations Award of \$40,000 and \$25,551.00 of our Federal Equitable Sharing monies, which was generated through HIDTA Investigations for a total of \$100,000. These monies will be used to support Region III Operations for the current fiscal year, October 01, 2008 through September 30, 2009.

Line - Item	Description	Remaining Bal.	Adjusted Amt.
2071 / 1025	SF. County O/T	\$0.62	
2021 / 1026	Term Position	\$8,737.37	\$15,806.54
	Benefits	\$3,777.00	\$ 6,371.91
3512 / 5090	Other Prof. Services	\$8.71	
3522 / 5003	Professional Contracts	\$13,955.20	\$23,100.00
4251 / 3005	Gas & Oil	\$264.87	\$168.42
4261 / 4004	Vehicle Maintenance	\$0.37	
4322 / 4002	Maintenance Contracts	\$3.00	
	Maintenance Supplies		
4372 / 4009	Maintenance Services	\$0.01	
4661 / 7003	Telecommunications	\$2,862.33	
	Seminars & Workshops		
	Postage		
5462 / 7090	Bonding	1,000.00	
7042 / Sheriff Exp	Confidential Funds	\$15,431.49	\$1,063.06
7090	5% Admin. Fee	\$2,907.96	\$2,439.00
<b>Available Balance:</b>		<b>\$48,948.93</b>	<b>\$48,948.93</b>

As previously note the salary for the Administrative Secretary is for an eleven (11) month period and for the Program Manager seven (7) months. These salaries will be continued on the current JAG Grant Award for FY08. Upon approval of this request a Budget Status Report will be provided reflecting the budgeted amount of \$25,551.00 through our Equitable Sharing Cost Center, through Santa Fe County. Your consideration given this request will be greatly appreciated.

Sincerely,

Ralph W. Lopez  
 Program Manager  
 Region III, Task Force

SFC CLEARED RECORDED 01/28

**DEPARTMENT OF PUBLIC SAFETY  
GRANTS MANAGEMENT BUREAU**

**SUB-GRANT AGREEMENT AMENDMENT**

Sub-grant Number: 05-JAG REV-Region III FY08/08-JAG-Region III FY09  
 Sub-recipient: Santa Fe County/Region III  
 Amendment Number: 4 (Four)  
 Type of Amendment:  
 \_\_\_\_\_ Program Description Change  
 \_\_\_\_\_ Budget Revision (Complete Budget Table below)  
XX Sub-grant Agreement Change - Conditions of Award  
 \_\_\_\_\_  
XX Extension Request  
 Ending Period Amended from 12/31/2008  
 to 8/31/2009

CATEGORY	CURRENT BUDGET		REVISIONS		REVISOR BUDGET	
	Sub-grant	Match	Sub-grant	Match		
Personnel Services & Benefits - 200	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Contractual Services - 300	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Other Costs - 400	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Administrative Costs - 70	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Confidential Funds - 479	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Outlay - 486	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

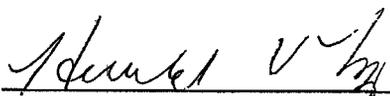
**Note:** Amending 05-JAG REV-Region III FY08 Sub-Grant Agreement: **ARTICLE VI - Conditions of Award** to include **Condition T**. It will read as follows: *Due to the stipulation placed on Coordinator and Administrative Assistants salaries and benefits during the period of 10-01-08 through 09-30-09 only \$23,100.00 for the Coordinator's salary & benefits and \$22,179.00 for the Administrative Assistant's salary & benefits can be allocated from this award during the above referenced period.*

Amending 08-JAG-Region III FY09 Sub-Grant Agreement: **ARTICLE VI - Conditions of Award - Condition N**. It will now read: *Funding shall not exceed \$16,500.00 for the Program Coordinator's salary and benefits.* **ARTICLE VI - Conditions of Award - Condition O**. It will now read: *Funding shall not exceed \$2,031.00 for the Administrative Assistant's salary and benefits.*

IN WITNESS WHEREOF, the Sub-recipient and the Bureau do hereby execute this Sub-grant Agreement Amendment as of the date written below.

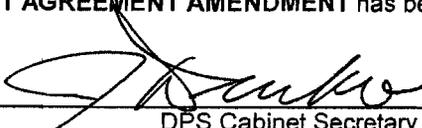
THIS SUB-GRANT AGREEMENT AMENDMENT has been requested by:

DEPARTMENT OF PUBLIC SAFETY

By:   
 DPS GMB Staff Manager

12-10-08  
 Date

THIS SUB-GRANT AGREEMENT AMENDMENT has been approved by:

By:   
 DPS Cabinet Secretary

12/10/08  
 Date

DPS/GMB will not accept any forms other than those provided to the Sub-recipients. If the Sub-grant Agreement Amendment form is submitted with alterations DPS/GMB will deny the request.