

SANTA FE COUNTY
RESOLUTION 2019- 128

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

Whereas, the Board of County Commissioners meeting in regular session on 10/29/2019, did request the following budget adjustment:

Department / Division _____ Sheriff / Region III _____
Budget Adjustment Type (drop down) _____ Budget Decrease _____ Fiscal Year: 2020 (July 1, 2019 - June 30, 2020) _____

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
246	1206	372	0600	Federal Revenue		\$ 160,006.00
TOTAL					\$ -	\$ 160,006.00

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
246	1206	425	1025	Overtime		\$ 2,000.00
246	1206	425	1026	Term Employee		\$ 21,622.00
246	1206	425	2001	FICA-Regular		\$ 1,200.00
246	1206	425	2002	FICA-Medicare		\$ 300.00
246	1206	425	2003	Retirement Contributions		\$ 4,500.00
246	1206	425	2005	Health Care		\$ 6,575.00
TOTAL					\$ -	\$ 36,197.00

Requesting Department Approval: 75.97- Title: UNASSIGNED Date: 10.3.19 Log # 0389
Finance Department Approval: Benjamine Torres Date: 10.29.19 Entered by: Budget Administrator Day
County Manager Approval: Benjamine Torres Date: 10.29.19 Updated by: Date:

RESOLUTION 2019- 128

BUDGET ADJUSTMENT CONTINUATION SHEET

BUDGETED REVENUES: (use continuation sheet, if necessary)

Subtotal from Second Page		\$	-	\$	-
Total of All Pages		\$	-	\$	160,006.00

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
246	1206	425	2006	Retirement Health Care		\$ 420.00
246	1206	425	2008	Workers Comp		\$ 5.00
246	1206	425	3003	In-State Travel		\$ 640.00
246	1206	425	3004	Out-of-State Travel		\$ 5,711.00
246	1206	425	3501	Vehicle Fuel		\$ 3,000.00
246	1206	425	3503	Vehicle Maintenance		\$ 4,000.00
246	1206	425	4001	Building/Structure		\$ 500.00
246	1206	425	4002	Equipment		\$ -
246	1206	425	5003	Contractual / Professional		\$ 30,216.00
246	1206	425	5090	Other Services		\$ 2,239.00
246	1206	425	6007	Operational Supplies		\$ 3,933.00
246	1206	425	7001	Rent of Equip / Machinery		\$ 2,300.00
246	1206	425	7002	Rent of Land / Buildings		\$ 26,136.00
246	1206	425	7003	Telephone		\$ 2,416.00
246	1206	425	7004	Electricity		\$ -
246	1206	425	7005	Gas & Heating		\$ -
246	1206	425	7006	Garbage & Sewer		\$ -
246	1206	425	7007	Water		\$ -
246	1206	425	7008	Insurance (Non-Employee)		\$ 1,133.00
246	1206	425	7033	Seminars & Workshops		\$ 500.00
246	1206	425	7036	Postage & Mail Service		\$ 410.00
246	1206	425	7302	Sheriff's Expense		\$ 40,250.00
Subtotal from Second Page					\$	123,809.00
Total of All Pages					\$	160,006.00

SEC CLERK RECORDED 10/30/2019

SANTA FE COUNTY
RESOLUTION 2019- 138

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 in the area below. On July 1, 2019 Captain Lorenzo Aguirre, of the New Mexico State Police, NM Department of Public Safety addressed Jose Ramirez, Acting Director for Southwest Border HIDTA- that they would be accepting the transfer of responsibility for the Region III HIDTA Grant funding, for which Santa Fe County was fiscally responsible for. The transition from Santa Fe County to the New Mexico Department of Public Safety will be effective October 1, 2019. August 23, 2019 Mr. Ramirez addressed a letter to County Manager Katherine Miller requesting HIDTA funds be decreased by (\$160,006). Region III HIDTA Award #G19SN0011A needs the adjustment of the (\$160,006) to align the budget with HIDTA Modification 1 as set forth by Shannon Kelly, National HIDTA Director. Funds shall be used only for the purposes set forth in the HIDTA Grant.			
2	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)		Recurring ☒	Non-Recurring ☐
3	Does this request impact a revenue source?		Yes ☒	No ☐
	A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy		☐	☒
	B. Does this include state or federal funds? 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? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc)		☐	☒
	D. Is a match required? If Yes, please identify funding source in the line below.		☐	☒
PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW				
FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY/LINE ITEM
				AMOUNT
				BUDGETED (Drop Down)

SANTA FE COUNTY
RESOLUTION 2019- 128

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

Approved, Adopted, and Passed This 29th Day of October, 2019.



ATTEST:

Geraldine Salazar
Geraldine Salazar, County Clerk

Santa Fe Board of County Commissioners

Anna T. Hamilton
Anna T. Hamilton, Chairperson

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 14

I Hereby Certify That This Instrument Was Filed for
Record On The 30TH Day Of October, 2019 at 09:03:39 AM
And Was Duly Recorded as Instrument # 1900620
Of The Records Of Santa Fe County



RECORDED 10/30/2019

Witness My Hand And Seal Of Office
Geraldine Salazar
Deputy County Clerk, Santa Fe, NM

E. Estrella
Martinez



New Mexico
Department of Public Safety

MICHELLE LUJAN GRISHAM
GOVERNOR

MARK R. SHEA
CABINET SECRETARY

TIM Q. JOHNSON
CHIEF / DEPUTY SECRETARY

DR. AUGUST M. FONS
DEPUTY SECRETARY

July 1, 2019

Southwest Border HIDTA – NM Region
Jose Ramirez, Acting Director
2450 Lakeside Drive, Building A
Las Cruces, NM 88007

Dear Mr. Ramirez,

The NM Department of Public Safety will be accepting the transfer of responsibility as fiscal agent for the Region III Multi-Jurisdictional Task Force Initiative and HIDTA grant award. The transition from Santa Fe County to the New Mexico Department of Public safety (NM DPS) will be effective October 1, 2019. NM DPS understands the responsibilities of this transition to include programmatic, fiscal and inventory. The funds will be administered through the NM DPS Grants Management Bureau and this office will work closely with Santa Fe County and HIDTA to ensure all expenses for the grant are paid for appropriately by each agency during the transition. The contact for any questions related to this transfer is Lieutenant Scott Mcfaul –Region III Task Force.

Sincerely,

Lorenzo Aguirre 
Captain
New Mexico State Police
Investigations Bureau

SFC CLERK RECORDED 10/30/2019

P.O. Box 1628 * Santa Fe * New Mexico * 87504

JAR
7/25/2019
JBT
7/24/19



Southwest Border HIDTA - New Mexico

High Intensity Drug Trafficking Areas Program

2450 Lakeside Dr. Bldg. A, Las Cruces, NM 88007
PH (575) 541-7501 Fax (575) 541-7510

August 23, 2019

Katherine Miller, County Manager
Santa Fe County
102 Grant Avenue
Santa Fe, NM 87504

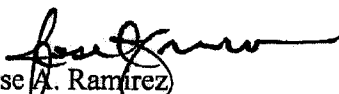
Dear Ms. Miller:

High Intensity Drug Trafficking (HIDTA) FY 19 funds have decreased by \$160,006.50 as indicated on Modification 1 for the Region III Multi-Jurisdictional Drug Task Force Initiative. The enclosed grant award modification should be completed and **returned to the NM HIDTA Director's Office** as soon as possible.

Detailed information is provided in a letter to you from Shannon Kelly, National HIDTA Director. *In her letters she does ask that you send the signed Award Modifications to Miami; however I am asking that you return this paperwork to our office.* We will forward this information to the Miami Assistance Center to ensure that we have the same records.

If you have any questions, please contact Sandra A. Russell, Finance Director at (575) 541-7503.

Sincerely,


Jose A. Ramirez
Acting Director, Southwest Border HIDTA-New Mexico Region

Attachments

JAR:sar

SFC CLERK RECORDED 10/30/2019



August 8, 2019

County Manager Katherine Miller
Santa Fe County
102 Grant Avenue
Santa Fe, NM 87501-2061

Dear Ms. Miller:

Grant number G19SN0011A has been decreased and now totals \$160,006.50.

The original of Modification 1 is enclosed. If you accept this Modification, sign the Modification and return a copy to the Assistance Center in Miami. Keep the original Modification for your file.

All terms and conditions of the original award apply to the Modification. If you have any questions pertaining to this grant award, please contact Jayme Delano at (202) 395-6794.

Sincerely,

A handwritten signature in cursive script, reading "Shannon J. Kelly", is written over a horizontal line.

Shannon Kelly
National HIDTA Director

Enclosures

SFC CLERK RECORDED 10/30/2019

Initiative Cash by HIDTA

FY 2019

HIDTA	Agency Name	Initiative	Cash	Type	Grant
SWB - New Mexico	Santa Fe County	Region III Multi-Jurisdictional Drug Task Force	160,006.50	Investigation	G19SN0011A
Agency Total : Santa Fe County			160,006.50		
Total			160,006.50		

8/8/2019 4:16:10 PM

SFC CLERK RECORDED 10/30/2019

Budget Detail

2019 - SWB - New Mexico

Initiative - Region III Multi-Jurisdictional Drug Task Force

Investigation

Award Recipient - Santa Fe County (G19SN0011A)

Resource Recipient - City of Santa Fe

Indirect Cost: 0.0%

Current Budget (net of reprogrammed funds)				(\$160,006.50)
Overtime			Quantity	Amount
Overtime				(\$7,930.00)
Total Overtime				(\$7,930.00)
Total Budget				(\$7,930.00)

SFC CLERK RECORDED 10/30/2019

Budget Detail

2019 - SWB - New Mexico

Initiative - Region III Multi-Jurisdictional Drug Task Force

Investigation

Award Recipient - Santa Fe County (G19SN0011A)

Resource Recipient - New Mexico State Police

Indirect Cost: 0.0%

Current Budget (net of reprogrammed funds)				(\$160,006.50)	
Overtime				Quantity	Amount
Overtime					(\$17,007.50)
Total Overtime					(\$17,007.50)
Total Budget					(\$17,007.50)

SFC CLERK RECORDED 10/30/2019

Budget Detail

2019 - SWB - New Mexico

Initiative - Region III Multi-Jurisdictional Drug Task Force

Investigation

Award Recipient - Santa Fe County (G19SN0011A)

Resource Recipient - Santa Fe County

Indirect Cost: 0.0%

Current Budget (net of reprogrammed funds)		(\$160,006.50)
Personnel	Quantity	Amount
Personnel		(\$21,622.50)
Total Personnel		(\$21,622.50)
Fringe	Quantity	Amount
Fringe		(\$13,000.00)
Total Fringe		(\$13,000.00)
Travel	Quantity	Amount
Travel		(\$1,900.00)
Total Travel		(\$1,900.00)
Facilities	Quantity	Amount
Facilities		(\$36,846.50)
Total Facilities		(\$36,846.50)
Services	Quantity	Amount
Services		(\$24,941.50)
Total Services		(\$24,941.50)
Supplies	Quantity	Amount
Supplies		(\$8,350.00)
Total Supplies		(\$8,350.00)
Other	Quantity	Amount
Other		(\$23,250.00)
Total Other		(\$23,250.00)
Total Budget		(\$129,910.50)

SEC CLERK RECORDED 10/30/2019

Budget Detail

2019 - SWB - New Mexico

Initiative - Region III Multi-Jurisdictional Drug Task Force

Investigation

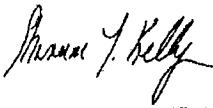
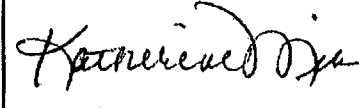
Award Recipient - Santa Fe County (G19SN0011A)

Resource Recipient - Taos County

Indirect Cost: 0.0%

Current Budget (net of reprogrammed funds)		(\$160,006.50)
Overtime	Quantity	Amount
Overtime		(\$2,501.00)
Total Overtime		(\$2,501.00)
Total Budget		(\$2,501.00)

SFC CLERK RECORDED 10/30/2019

Executive Office of the President Office of National Drug Control Policy		AWARD Grant	Page 1 of 1
1. Recipient Name and Address County Manager Katherine Miller Santa Fe County 102 Grant Avenue Santa Fe, NM 87501-2061		4. Award Number: G19SN0011A	
		5. Grant Period: From 01/01/2019 to 12/31/2020	
1A. Subrecipient IRS/Vendor No.	6. Date: 8/8/2019	7. Action	
Subrecipient Name and Address	8. Supplement Number 1	Initial ☒ Supplemental	
2A. Subrecipient IRS/Vendor No.:	9. Previous Award Amount:	\$320,013.00	
3. Project Title	10. Amount of This Award:	(\$160,006.50)	
	11. Total Award:	\$160,006.50	
12. • The above grant is approved subject to such conditions or limitation as are set forth in the original Grant.			
13. Statutory Authority for Grant: Public Law 113-164			
AGENCY APPROVAL		SUPPLEMENTAL ACTION	
14. Typed Name and Title of Approving Official Shannon Kelly National HIDTA Director		15. Typed Name and Title of Authorized Official Katherine Miller County Manager	
16. Signature of Approving ONDCP Official 		17. Signature of Authorized Recipient/Date  9/10/19	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 053297131 EIN: 1856000073A2		19. HIDTA AWARD OND1070DB1718XX OND6113 OND2000000000 OC 410001 JID: 64709	

SFC CLERK RECORDED 10/30/2019

Santa Fe County
Purchasing Process Request Form

Date Submitted:	September 4, 2019	Requesting User Agency:	Region III
Name & Phone of Contact Person:	Mary Armijo y Clifford (505) 473-7036		
Contract Tracking #/Buyer (Purchasing)	MODIFICATION TO Award AMT - #2019-0250-SFF	BCC Approval? (Y/N)	

PURPOSE OF THIS REQUEST: (Lease, MOU, Grant, Professional Services Agreement, Construction, Application, etc.) Describe the County, Public and/or Agency needs and the scope of work. Describe what you are attempting to purchase, obtain or accomplish. Attach additional sheets if necessary.

The purpose of this Routing Form is to request a signature approval for HIDTA Award #G19SN0011A, Modification 1, received from the Office of National Drug Control Policy routed through the Southwest Border HIDTA – New Mexico Region III. The action of the attached modification is a reduction of \$160,006.50.

Attached is the award copy which requires signature from the County Manager.

*Purchasing
Routing for signature 9/6/19 BT:*

FINANCIAL / BUDGETARY INFORMATION: (If applicable, include a breakdown of project cost estimates; is funding already appropriated? If this action will result in revenue to the County, include the total compensation and timetable.)

*Copy 9-6-19
agb*

FINANCE DIRECTOR APPROVAL: (sign and date)

[Signature] 09/09/19

LEGAL FORM: (Identify any known liabilities and/or risks to the County. Is this a new contract or an amendment or change of a previously submitted procurement or contract?)

LEGAL APPROVAL: (sign and date)

9/10/19 Ref amount as to fee. Ref to Purchasing

COUNTY MANAGER APPROVAL: (sign and date)

Katherine [Signature] 9.10.19

ATTACH NEEDED DOCUMENTS (Purchase Requisition, Justification Memo (sole source, emergency or other procurement exemption), W-9 for new vendor, draft BCC caption and memorandum, etc.)

SFC CLERK RECORDED 10/30/2019

SEP 5 2019 PM2:00