

**SANTA FE COUNTY**  
**SFC RESOLUTION 2022-099**  
**RECORD NO. 11/18/2022**

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

Whereas, the Board of County Commissioners meeting in regular session on November 15, 2022, did request the following budget adjustment:

Department / Division \_\_\_\_\_ Sheriff's Office \_\_\_\_\_  
 Budget Adjustment Type (drop down): Other Fiscal Year: 2023 (July 1, 2022 - June 30, 2023)

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	1237	372	09-01	AWA REVENUE	\$ 70,487	
211	0000	385	00-00	BUDGETED CASH		18,555
211	0000	385	02-00	BUDGETED CASH		21,447
<b>Total</b>					\$ 70,487	\$ 40,002

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	1237	425	10-25	OVERTIME	\$ 43,525	
246	1237	425	30-03	IN-STATE-TRAVEL	\$ 7,000	
246	1237	425	30-04	OUT-OF-STATE TRAVEL	\$ 4,814	
246	1237	425	50-03	CONTRACTUAL/PROFESSIONAL	\$ 3,072	
246	1237	425	60-07	SUPPLIES	\$ 380	
246	1237	425	80-99	CAPITAL PKG/INVENTORY EXEMPT	\$ 11,698	
211	1210	425	60-07	SUPPLIES		\$ 40,002
<b>Total</b>					\$ 70,487	\$ 40,002

Requesting Department Approval: Clairissa Garcia Title: Accountant Senior Date: 11-04-2022 Log # 302  
 Capital/Grants Approval: Samuel Montoya Date: 11/04/2022 Budget Administrator: Arline K. Vesting 11/04/2022  
 Finance Dept Approval: Mon Steen Date: 11/4/2022 Entered by: \_\_\_\_\_ Date: \_\_\_\_\_  
 County Mgr Approval: [Signature] Date: 11/14/2022 Updated by: \_\_\_\_\_ Date: \_\_\_\_\_

**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.

The Sheriff's Department has been awarded the 2021 Adam Walsh Act (AWA) Implementation grant, in the amount of \$141,470.00, through the New Mexico Department of Public Safety. The purpose of this Agreement is to provide funding to New Mexico Law Enforcement agencies through federal programs to increase/promote Sex Offender Registration and Notification Act (SORNA) compliance of sex offenders residing within Santa Fe County and to provide SORNA implementation training opportunities to law enforcement and other criminal justice agencies responsible for sex offender registration, notification and management. The Sheriff's Office is requesting to increase the existing budget in the Law Enforcement Operations Fund (246) in the amount of \$70,487.00 to align to the unspent portion.

The Sheriff's Department is also requesting a budget decrease in the Law Enforcement Protection Fund (211) in the amount of \$40,002.00 to align the budget with the DFA approved rollover request amount of \$30,991.00.

<b>2</b> Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	Recurring	Non-Recurring
		X

<b>3</b> Does this request impact a revenue source?	Yes	No
	X	

**A.** Is this a State Special Appropriation? If Yes, cite Statute and attach a copy X

**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. AWA #2022-0130-SO 21-AWA-SFSO-FY22 & FY2022 LEPF CARRYOVER REQUEST PERSUANT TO SECTION 29-13-5 NMSA AND NMAC 2.110.3 LEPF DISTRIBUTION X

**C.** Is this request a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.) X

**D.** Is a match required? If Yes, please identify funding source in the line below. X

PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW

FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY / LINE ITEM	AMOUNT	BUDGETED (Drop Down)
						X

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 15<sup>th</sup> Day of November, 2022.

Santa Fe Board of County Commissioners


  
Anna T. Hamilton, Chairperson

ATTEST:



Katharine E. Clark, County Clerk

BCC RESOLUTIONS  
PAGES: 9  
COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss  
I Herby Certify That This Instrument Was Filed for  
Record On The 18TH Day Of November, 2022 at 09:36:21 AM  
And Was Duly Recorded as Instrument # 2001651  
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
Katharine E. Clark  
Deputy  County Clerk, Santa Fe, NM



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BAR'S	ADJUSTED BUDGET	ACTUALS	ENCUMB BALANCES (EXP ONLY)	AVAIL. BUDGET BALANCE
ADAM WALSH GRANT							
OTHER							
246-1237-372.09-01	DEPARTMENT OF JUSTICE	61,196	0	61,196	5,031	0	56,165
*	OTHER	61,196	0	61,196	5,031	0	56,165
SALARY & WAGES							
246-1237-425.10-25	OVERTIME	51,264	0	51,264	0	0	51,264
*	SALARY & WAGES	51,264	0	51,264	0	0	51,264
TRAVEL							
246-1237-425.30-04	OUT-OF-STATE	3,460	0	3,460	2,457	661	342
*	TRAVEL	3,460	0	3,460	2,457	661	342
SERVICES							
246-1237-425.50-03	CONTRACTUAL/PROFESSIONAL	3,072	0	3,072	811	2,261	0
*	SERVICES	3,072	0	3,072	811	2,261	0
OTHER OPERATING COSTS							
246-1237-425.70-03	TELEPHONE/INTERNET/CABLE	1,500	0	1,500	582	0	918
246-1237-425.70-39	SUBSCRIP & DUES (NON-EMP)	1,200	0	1,200	0	0	1,200
*	OTHER OPERATING COSTS	2,700	0	2,700	582	0	2,118
**	ADAM WALSH GRANT	121,692	0	121,692	8,881	2,922	112,811
***	SHERIFF'S DEPT. ADMIN	121,692	0	121,692	8,881	2,922	112,811
****	LAW ENFORCEMENT OPS FUND	121,692	0	121,692	8,881	2,922	112,811
		121,692	0	121,692	8,881	2,922	112,811

SFC CLERK RECORDED 11/18/2022

Grant Balance 6/30/2022 \$131,683.26  
FY 2023 Budget Amount 61,196.00  
 Budget Adjustment \$ 70,487.00

**DEPARTMENT OF PUBLIC SAFETY  
GRANTS MANAGEMENT BUREAU  
REQUEST FOR REIMBURSEMENT**

Invoice Number:         #6        

For the period of: 5/21/2022 to 6/17/2022

Invoice Date: 6/20/2022

**I. Program Identification**

A. Sub-grant Number: 21-AWA-SFSO-FY22  
 B. Contact Person: Clarissa Garcia  
 C. Telephone: 505-986-2444  
 D. E-mail Address: cygarcia@santafecountynm.org

E. Sub-recipient: Santa Fe County Sheriff's Office  
 F. Sub-recipient Address: 35 Camino Justicia, Santa Fe, NM 87508  
 (Remit To Address)

Budget Categories	Current Approved Budget	Prior Expenditures	Expenditures This Request	Remaining Balance
Personnel Services - 200	\$ 108,672.00	\$ 6,249.45	\$ 1,293.00	\$ 101,129.55
Fringe Benefits - 200	\$ -	\$ -	\$ -	\$ -
Contractual Services - 300	\$ 6,800.00	\$ 2,117.64	\$ 126.65	\$ 4,555.71
Travel - 400	\$ 4,560.00	\$ -	\$ -	\$ 4,560.00
Equipment - 400	\$ 12,078.00	\$ -	\$ -	\$ 12,078.00
Supplies - 400	\$ -	\$ -	\$ -	\$ -
Confidential Funds - 400	\$ -	\$ -	\$ -	\$ -
Other Costs - 400	\$ 9,360.00	\$ -	\$ -	\$ 9,360.00
<b>TOTAL</b>	<b>\$ 141,470.00</b>	<b>\$ 8,367.09</b>	<b>\$ 1,419.65</b>	<b>\$ 131,683.26</b>

II. Program Income (PI) = All income generated as a direct result of a Sub-recipient funded project shall be deemed program income (e.g., any training fees generated from a conference would be considered PI). PI may be used to further program objectives or may be refunded to the GMB. PI may only be used for allowable programs costs; if the cost is allowed under the Sub-grant Agreement, then the cost is allowable using PI. All PI must be expended prior to the Sub-grant Agreement termination date or it must be refunded to the GMB.

Program Income	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Y-T-D Balance
PI Received	\$ -	\$ -	\$ -	\$ -	\$ -
PI Expended	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ -	\$ -	\$ -	\$ -	\$ -

**For DPS Purchasing Use Only**

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III. Certification: Under penalty of law, I/we hereby certify that to the best of our knowledge and belief, the above information is correct: expenditures are properly documented, required matching funds have been obligated in the reported amount, documentation attached are true and correct copies of the original, and reimbursement has not been and will not be received from any other source.

Sub-recipient Program Rep.: *[Signature]* Date: 6.20.2022  
 Sub-recipient Fiscal Rep.: *[Signature]* Date: 6/29/2022  
 GMB Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**For GMB Use Only**

Sub-grant Period: \_\_\_\_\_ to \_\_\_\_\_ PO No. \_\_\_\_\_ % of Award Expended: 0.069178907  
 Reports Current: YES  NO  Hold Warrant: YES  NO  Deliver Warrant To: \_\_\_\_\_



New Mexico  
Department of Public Safety  
MICHELLE LUJAN GRISHAM  
GOVERNOR

JASON R. BOWIE  
CABINET SECRETARY DESIGNATE

TIM Q. JOHNSON  
CHIEF / DEPUTY SECRETARY

BENJAMIN A. BAKER  
DEPUTY SECRETARY

December 3, 2021

Sheriff Adan Mendoza  
Santa Fe County Sheriff's Office  
35 Camino Justicia  
Santa Fe, NM 87508

Dear Sheriff Mendoza:

On behalf of the New Mexico Department of Public Safety, it is my pleasure to inform you that your application for the 2021 Adam Walsh Act Implementation Grant Program has been recommended for funding. Based on available federal funding, the Santa Fe County Sheriff's Office has been awarded **\$141,470.00**. The award will be effective from October 1, 2021 through June 30, 2023.

If you have any questions regarding this correspondence, please contact Christelle Enega, Staff Supervisor, at (505) 490-1619.

Sincerely,

Jason R. Bowie  
Cabinet Secretary

JB/MM


SFC CLERK RECORDED 11/18/2022

YEAR-TO-DATE BUDGET STATUS REPORT AS OF 10/04/22  
REVENUE (300 ACCT #S)/EXPENSE (400 ACCT #S)  
FOR FISCAL YEAR 2023

IT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	BAR'S	ADJUSTED BUDGET	ACTUALS	ENCUMB BALANCES (EXP ONLY)	AVAIL. BUDGET BALANCE	% REM.
LAW ENF. PROTECTION FUND								
	LAW ENF. PROTECTION FUND							
000-385.00-00	BUDGETED CASH need to zero out	0	18,555	18,555	0	0	18,555	100
		0	18,555	18,555	0	0	18,555	100
LAW ENF. PROTECTION FUND								
	LAW ENF. PROTECTION FUND							
STATE FUNDS								
000-385.02-00	STATE FUNDS reduce by \$21,447	52,441	0	52,441	0	0	52,441	100
		52,441	0	52,441	0	0	52,441	100
STATE FUNDS								
	STATE FUNDS	52,441	18,555	70,996	0	0	70,996	100
LAW ENF. PROTECTION FUND								
	LAW ENF. PROTECTION FUND	52,441	18,555	70,996	0	0	70,996	100
LAW ENF. PROTECTION FUND								
	LAW ENF. PROTECTION FUND	52,441	18,555	70,996	0	0	70,996	100
				total budgeted cash	\$70,996			
				reduction	-18,555			
				reduction	-21,447			
				total adjusted budget cash	\$30,994			

**Department of Finance & Administration / Local Government Division  
Law Enforcement Protection Fund Carryover Request Form**  
 \*\*\*(this form must accompany the final budget submission for counties & municipalities)\*\*\*

Entity Name: Santa Fe County  
 Contact Name: Ken Johnson  
 Contact Title: Undersheriff  
 Contact Phone Number: 505-986-2457  
 Contact E-mail Address: kjohnson@sanatafe-county-nm.gov

I hereby certify that the information presented on this form is true and correct to the best of my knowledge:  
  
 Signature \_\_\_\_\_ Date 7/29/2022

We hereby request approval from the Director of the Department of Finance & Administration / Local Government Division (DFA/LGD) to carryover the following balance from the Law Enforcement Protection Fund (LEPF) distribution:

Current Fiscal Year:	<u>FY 2021-2022</u>
	<u>\$83,400.00</u>
Balance Forward:	<u>\$30,944.00</u>

If the carryover is approved, we will be expending the balance in the succeeding fiscal year for the following allowable uses:

Succeeding Fiscal Year: FY 2022-2023  
 (This is the fiscal year that balance will be carried over to)

Please state the unusual circumstances requiring an unexpended amount to be carried over and also note the allowable uses (pursuant to LEPF Rule, 2.110.3.8 NMAC) for the carryover balance. - please detail below:

The Santa Fe County Sheriff's Office is respectfully requesting a carry over for the requested amount to include items backordered that have not yet been received in Fiscal Year 2022. The Sheriff's Office currently has 2 Purchase Order encumbrances that will be received in FY23. PO #22232-Safariland LLC contained an order for 15, 40MM Tactical Single Launchers, which fire less lethal munitions, which have been on backorder since December of 2021. The second PO #223738-WorldPoint FCC, Inc. contained CPR training manikins for use by the Certified Sheriff's Office instructors when certifying our law enforcement officers. These two purchase orders combine for a total of \$18,555. The Sheriff's Office is respectfully requesting the remaining funds be rolled over to assist the department with funding for advanced training costs for law enforcement officers as well as any per diem that may be required. The cost of advanced trainings and travel has significantly increased due to the pandemic, and we anticipate an increase in required training and travel for FY2023 as we work to maintain the mandated training requirements.

\*The June 30th balance should only be from the LEPF distribution and not include any other revenue sources. If the June 30th balance is greater than the total distribution amount for the current fiscal year, then the entity has a balance left over from a prior fiscal year's carryover. Balances can only be carried over for one subsequent year. Therefore, the balance calculated below that is from a prior fiscal year's carryover must be reverted to the State of New Mexico.

Calculated Reversion Amount

Balance Forward	<u>\$30,944.00</u>
Reversion Due to State:	<u>None</u>

Reversion Instructions

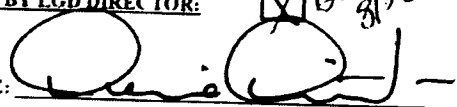
A check made payable to the "State of New Mexico, Department of Finance & Administration" for the Reversion Due to State amount above should be mailed to the following address:

*Jolene Gonzales, Special Projects Analyst  
 DFA / Local Government Division  
 Bataan Memorial Building, Suite 201  
 Santa Fe, NM 87501*

If you have questions on this form, please contact Jolene Gonzales at 505-629-8204, or via email at Jolene.Gonzales@state.nm.us. A copy of the completed and signed form must be emailed to Jolene.Gonzales@state.nm.us.

Pursuant to the LEPF Rule, 2.110.3.10C, New Mexico Administrative Code, "The distributions from the fund are to be expended, not accumulated, except as provided for the peace officers' survivors fund. Any unexpended award amount remaining at the end of a fiscal year may be carried over to a succeeding fiscal year only with prior written approval from the division. An applicant wishing to request such a carryover must submit a request in writing to the division by July 31 explaining the unusual circumstances requiring an unexpended amount to be carried over to the succeeding fiscal year. The division director will review the unusual circumstances associated with the unexpended amount and determine whether the amount may be carried over."

FOR DFA/LGD USE ONLY:

APPROVED BY LGD DIRECTOR:   8/26/22

DISAPPROVED BY LGD DIRECTOR:

SIGNATURE: \_\_\_\_\_ DATE: 29 AUG 2022

Carryover Amount : \$30,944.00

REC'D CLERK RECORDED 11/18/2022



State of New Mexico  
Local Government Budget Management System (LGBMS)

**Budget Recap - Fiscal Year 2022-2023**  
Santa Fe County - Final - Entity

Printed from LGBMS on 2022-07-29 22:49:17

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Balance	Reserves	Adjusted Balance
<b>11000 General Operating Fund</b>	98,247,475.00	0.00	82,526,253.00	-36,290,956.00	59,928,194.00	84,554,578.00	14,982,048.50	69,572,529.50
20100 Corrections	122,545.00	0.00	100,000.00	-100,000.00	0.00	122,545.00	0.00	122,545.00
20200 Environmental	1,395,791.00	0.00	1,036,935.00	-1,007,218.00	29,717.00	1,395,791.00	0.00	1,395,791.00
20300 County Property Valuation	3,072,452.00	0.00	1,953,048.00	0.00	2,069,293.00	2,956,207.00	0.00	2,956,207.00
20400 County Road	6,886,144.00	0.00	740,500.00	4,000,000.00	7,372,774.00	4,253,870.00	614,397.83	3,639,472.17
20500 Hold Harmless GRT	17,786,280.00	0.00	6,074,798.00	-2,025,557.00	6,026,027.00	15,809,494.00	0.00	15,809,494.00
20600 Emergency Medical Services	246,899.00	0.00	96,206.00	0.00	96,206.00	246,899.00	0.00	246,899.00
20700 E-911 Fund	3,621,631.00	0.00	102,000.00	4,930,017.00	5,760,675.00	2,892,973.00	0.00	2,892,973.00
20800 Farm & Range	14,657.00	0.00	1,000.00	10,000.00	11,000.00	14,657.00	0.00	14,657.00
20900 Fire Protection	6,835,021.00	0.00	2,664,595.00	0.00	6,994,425.00	2,505,191.00	0.00	2,505,191.00
<del>21100 Law Enforcement Protection</del>	<del>30,944.00</del>	<del>0.00</del>	<del>122,000.00</del>	<del>0.00</del>	<del>162,944.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>
21400 Lodgers' Tax	2,000,043.00	0.00	1,092,936.00	0.00	1,092,936.00	2,000,043.00	0.00	2,000,043.00
21700 Recreation	10,940.00	0.00	0.00	0.00	0.00	10,940.00	0.00	10,940.00
21800 Intergovernmental Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22000 Indigent Fund	8,643,996.00	0.00	6,997,627.00	2,457,526.00	9,455,153.00	8,643,996.00	0.00	8,643,996.00
22200 County Fire Gross Receipts Tax	5,816,781.00	0.00	2,085,486.00	0.00	2,991,059.00	4,911,208.00	0.00	4,911,208.00
22300 DWI Fund	611,075.00	0.00	2,139,089.00	100,000.00	2,281,745.00	568,419.00	0.00	568,419.00
22500 Clerks Recording & Filing Fund	905,332.00	0.00	200,000.00	0.00	279,093.00	826,239.00	0.00	826,239.00
22600 Jail - Detention	20,331,635.00	0.00	9,648,897.00	14,105,864.00	25,886,807.00	18,199,589.00	0.00	18,199,589.00