

SANTA FE COUNTY  
RESOLUTION 2024- 052

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

Whereas, the Board of County Commissioners meeting in regular session on April 9, 2024, did request the following budget adjustment:

Department / Division: Public Safety/Fire Other: \_\_\_\_\_  
Budget Adjustment Type (drop down): \_\_\_\_\_ Fiscal Year: 2024 (July 1, 2023 - June 30, 2024)

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND	DEPARTMENT	ACTIVITY	MANAGER	OBJECT	LINE DESCRIPTION	DECREASE AMOUNT	INCREASE AMOUNT	
206	0864	371	05-00	80-99	Galisteo / State/ NM Dept. of Health	\$ 4,002	\$	
							\$	\$
<b>Total</b>							\$	\$ 4,002

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND	DEPARTMENT	ACTIVITY	MANAGER	OBJECT	LINE DESCRIPTION	DECREASE AMOUNT	INCREASE AMOUNT	
206	0864	423	80-99	80-99	Inventory Exempt	\$ 4,002	\$	
							\$	\$
<b>Total</b>							\$	\$ 4,002

Requesting Department Approval: Maricela Martinez Title: ASD Director Date: 3/21/2024 Log # 59  
 Capital/Grants Approval: \_\_\_\_\_ Date: 4/1/2024  
 Finance Dept Approval: [Signature] Date: 3/29/2024  
 Budget Administrator: [Signature] Date: 4/1/24  
 County Mgr Approval: [Signature] Date: 4/9/2024  
 Entered by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Updated by: \_\_\_\_\_ Date: \_\_\_\_\_

**SANTA FE COUNTY  
RESOLUTION 2024-052**

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

<b>1</b>	Please summarize the request and its purpose in the area below.  Each fiscal year Santa Fe County receives funds from the Emergency Medical Services Fund Act, 7.27.4 NMAC; which is administered by the EMS Bureau of the New Mexico Department of Health. The EMS Bureau requests all-funding not expended greater than \$250 to be reverted to the EMS Bureau unless otherwise approved for carryover to the next fiscal year. The Fire Department submitted requests to carryover all unspent funds in excess of \$250; however, all carryover requests were denied with the exception of Galisteo Volunteer Fire District in the amount of \$4,002. These funds will be use to purchase two (2) AEDs. All unspent funds in excess of \$250 for the other fire districts are required to be returned to the EMS Bureau.	Recurring		Non-Recurring	X								
<b>2</b>	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)												
<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. <b>EMS Bureau approval for carryover letter is attached</b>		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. PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW				X								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">DEPARTMENT</th> <th style="width: 25%;">ACTIVITY</th> <th style="width: 25%;">REASON</th> <th style="width: 25%;">CARRYOVER / LINK FROM</th> </tr> <tr> <td style="text-align: center;">FIRE</td> <td style="text-align: center;">ACTIVITY</td> <td style="text-align: center;">REASON</td> <td style="text-align: center;">CARRYOVER / LINK FROM</td> </tr> </table>	DEPARTMENT	ACTIVITY	REASON	CARRYOVER / LINK FROM	FIRE	ACTIVITY	REASON	CARRYOVER / LINK FROM				
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FIRE	ACTIVITY	REASON	CARRYOVER / LINK FROM										

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NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the New Mexico 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 April, 2024.

Santa Fe Board of County Commissioners  
[Signature]  
Hank Huges, Chairperson

ATTEST:  
[Signature]  
Katharine E. Clark, County Clerk



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss  
BCC RESOLUTIONS  
PAGES: 5

I Herby Certify That This Instrument Was Filed for Record On The 16TH Day Of April, 2024 at 03:27:09 PM And Was Duly Recorded as Instrument # 2032014 Of The Records Of Santa Fe County

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

**Alicia G. Storer**

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**From:** Marquez, Rachel, DOH <Rachel.Marquez@doh.nm.gov>  
**Sent:** Wednesday, January 17, 2024 11:41 AM  
**To:** Alicia G. Storer  
**Subject:** EMS Carryover

**Warning:**

**EXTERNAL EMAIL:** Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Alicia,

Sorry for the delay on carryover request, after careful consideration Agua Fria District has been Denied (\$2073.00), Edgewood has been Denied (\$850.00), El Dorado has been Denied (\$1500.00), Glorieta Pass has been Denied (\$3387.00), Hondo has been Denied (\$2523), La Cienega has been Denied (\$1939.00), Madrid VFD has been Denied (\$5086), And Turquoise Trail has been Denied (3113.00).

Left over EMS Fund for Chimayo EMS (\$866.00), La Puebla EMS (\$750.00), Pojoaque EMS (\$1620.00), and Tesuque EMS (\$2968.00) need to be returned as well.

Galisteo Volunteer Fire District has been Approved for carryover in the amount of \$4002.00. Since Stanley EMS funds are below the \$250 their funds do not need to be sent back.

Please send Denied and leftover funds to The EMS Bureau attention Rachel Marquez. If you have any questions, please feel free to give me a call

Thank you,

Rachel Marquez  
EMS Fund Act Coordinator  
NM DOH EMS Bureau  
(Work) 505-476-8233

SFC CLERK RECORDED 04/16/2024



MICHELLE LUJAN GRISHAM  
Governor

PATRICK ALLEN  
Cabinet Secretary

January 26, 2024

Alicia,

The EMS Fund Regulation states that budget adjustment requests can be made for three reasons: a) to permit the expenditure of any balance of funds subsequent to the purchase of an eligible item; (b) to permit expenditure on a pro-rata basis of funds allocated when the allocations are insufficient to fund the cost of the eligible item; and (c) to change priorities or change requested items (7.27.4.11 O NMAC). The Regulation gives the EMS Bureau some leeway in determining other "good cause" reasons, but we adhere rather strictly to the reasons listed. Also, the reason that the money was not expended within the fiscal year must be determined by the Bureau to be for good cause. Finally, the Rule states that for the Bureau to approve any request, the request must be received by October 31 (7.27.4.11 O 1-d NMAC). This gives entities 4 months after the end of the Fiscal Year to make the request. I try to communicate to departments that EMS Fund money should be spent first so there is no returned money. When funds are returned, it gives the impression that the agencies do not need the money.

Reviewing over 280 departments takes some time. After reviewing the last 4 years it was found that:

Agua Fria Dist requested a carryover for FY23, FY21 and FY20.  
El Dorado Fire requested a carryover for FY23, FY22, FY21, and FY20  
Glorieta Pass requested a carryover for FY23, FY22, and FY20  
Hondo Fire Dist requested a carryover for FY23, and FY21  
La Cienega Dist requested a carryover for FY23, FY 22, and FY20  
Turquoise Trail Dist requested a carryover for FY23, FY22, and FY20  
Galisteo Vol. Fire Dist requested a carryover for FY23 and FY20  
Edgewood Dist. has unspent FY23 dollars, and did not request carryover  
Madrid VFD has unspent FY23 dollars, and did not request carryover  
Chimayo EMS requested a carryover for FY22 and has unspent FY23 dollars, and did not request carryover  
La Pueblo EMS requested a carryover for FY22 has unspent FY23 dollars, and did not request carryover  
Pojoaque EMS has unspent FY23 dollars, and did not request carryover

This left only Stanley using all their Fund Act money.

Thank you,

Rachel Marquez  
EMS Fund Act Coordinator  
NM DOH EMS Bureau  
(Work) 505-476-8233