

**SANTA FE COUNTY
RESOLUTION 2024- 143**

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 12, 2024 did request the following budget

Department/Division: Public Safety / Corrections Fiscal Year: 2025 (July 1, 2024 - June 30, 2025)
 Budget Adjustment Type (drop down): Other

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
247	1860	371	26-00	State Spec Approp / Corrections / Grants / State DFA	\$ 525,000	
Total					\$ 525,000	\$

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
247	1860	426	10-22	Corrections / Adult / Salaries / Classified Employees	\$ 375,000	
247	1860	426	20-01	Corrections / Adult / Benefits / FICA-Reg	23,250	
247	1860	426	20-02	Corrections / Adult / Benefits / FICA-Medicare	10,875	
247	1860	426	20-03	Corrections / Adult / Benefits / Retirement	77,025	
247	1860	426	20-05	Corrections / Adult / Benefits / Healthcare	31,350	
247	1860	426	20-06	Corrections / Adult / Benefits / Retiree Health	7,500	
Total					\$ 525,000	\$

Requesting Department Approval: Sean Dipalma Title: Accountant Senior Date: 10/29/2024 Log # 24
 Capital/Grants Approval: [Signature] Date: 11/4/2024 Budget Administrator: [Signature] Date: 11/5/24
 Finance Dept Approval: [Signature] Date: 11/3/2024 Entered by: _____ Date: _____
 County Mgr Approval: [Signature] Date: 11/11/2024 Updated by: _____ Date: _____

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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.				
	Santa Fe County received Grant #24-ZI5042-17 to recruit and retain employees within the Corrections Department, which was brought before the Board of County Commissioners on October 29, 2024. This grant will assist the Corrections Department to retain the current officers and the recruitment efforts of new correctional officers. The funds can be used on certified and uncertified correctional, detention, probation and parole officers. The Corrections Department has been allocated the following amounts for the next three fiscal years: Year 1 = \$525,000 Year 2 = \$262,500 Year 3 = \$131,250				
	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)		Recurring	Non-Recurring	
			X		

2					
	Does this request impact a revenue source?		Yes	No	
			X		

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

1	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. 24-ZI5042-17				
			X		

1	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

1	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)

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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 12th Day of November, 2024.



ATTEST: MEXICO

Katharine E. Clark

Katharine E. Clark, County Clerk

Santa Fe Board of County Commissioners

Hank Hughes
Hank Hughes, Chairperson

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

BCC RESOLUTIONS
PAGES: 5

I Hereby Certify That This Instrument Was Filed for Record On The 13TH Day Of November, 2024 at 11:44:52 AM And Was Duly Recorded as Instrument # 2046522 Of The Records Of Santa Fe County



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



RECIPIENT:

Santa Fe County

<u>APPROPRIATION NUMBER:</u>	<u>ALLOCATION AMOUNT:</u>	<u>REVERSION DATE:</u>
24-ZI5042-17	\$ 918,750.00	June 30, 2025

ALLOCATION PURPOSE

Nine hundred eighteen seven hundred fifty dollars over three years to be utilized in accordance with the provisions of HB2. The first allocations will be disbursed at 100% within 5 business days of acceptance of this agreement to include approval of the local governing body

ALLOCATION DISBURSEMENT

The allocated funds will be disbursed over a three-year period, contingent upon amendment to HB2 during the next legislative session. Specifically, disbursements will occur as follows: 100% up to \$525,000 the first year, 50% up to \$262,500 the second year, and 25% up to \$131,250 the third year. The Allocation Recipient will submit to the Department of Finance & Administration this signed document and evidence of approval of the local governing body. Disbursements of funds will be made within 5 business days of receipt of the signed agreement and evidence of approval of the local governing body.

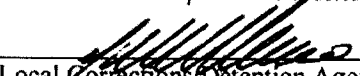

Funds for the first disbursement must be expended by June 30, 2025; the second 50% disbursement will be made in July 2025 to be expended by June 30th, 2026; and the last disbursement of 25% will be made in July 2026 to be expended by June 30, 2027. Any amount not expended in each of the three years will be returned the State of New Mexico, Department of Finance and Administration in the year that it is scheduled for reversion. All expenditures must occur prior to the reversion date.

The Allocation Recipient agrees to submit quarterly reports using Exhibit A, Corrections Recruitment Report, providing updates on the hiring of officer positions.

CERTIFICATION


I hereby certify that Santa Fe County

1. Will only use the allocated funds to carry out and/or perform activities described in allocation language.
2. Will follow the procedure described in "Allocation Reporting" of allocated funds.

 Local Corrections/Detention Agency	Date <u>9/13/24</u>
 Authorized Local Governing Body Authority	Date <u>08/27/2024</u>

APPROVAL

In accordance with the authority conferred on the Department of Finance & Administration by the statute appropriating these funds, I hereby approve this certification for appropriation number 24-ZI5042-17 in the amount of \$525,000.

 Jeannette Gallegos Interim Director, Local Government Division	Date <u>9/16/2024</u>
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SFC CLERK RECORDED 11/13/2024



FY25 Corrections Recruitment Fund

DFA invites NM correctional, detention, probation, and parole agencies to apply for salary funding to recruit certified and non-certified correctional, detention, parole, and probation officers to improve the personnel capacity within correctional facilities.

When?

Correctional, detention, probation, and parole agencies must apply for funding from May 15, 2024, to June 15, 2024, at 5 PM.

How and Where?

Fully completed applications must be submitted by June 15th, 2024 at 5 PM.

Application: <https://forms.office.com/g/V87YUMUQ3S>

FAQ

Can these funds be used for retention?

No. These funds are for recruiting and paying for salaries and benefits for correction, detention, probation, and parole officers.

Are benefits for salaries covered with this fund?

Yes. You may use the funds to cover salaries and benefits up to the amount you are allocated.

Can we use these funds for recruitment bonuses/incentives to attract people?

No. These funds are only for the salaries and benefits of newly recruited officers.

Will the funds go directly to the applying agency?

No. By law, DFA must allocate funds to the local governing body or state agency, but the allocated money will be identified in the grant agreement for each agency.

Can different departments apply under one application?

No. Each requesting local governing body or state agency should complete its own application and shall have the support of the local governing body.

Allocation Disbursement

- 1st Year Allocation - 100%
- 2nd Year Allocation - 50
- 3rd Year Allocation - 25%

***Contingent upon amendment to HB2 during 2025 Legislative Session

Recruitment Positions

Funds can be used:

- To recruit correctional, detention, probation, and parole officers – certified or uncertified

Type of allowable positions:

- Correctional Officers – Certified or Uncertified
- Detention Officers – Certified or Uncertified
- Probation and Parole Officers – Certified or Uncertified

SFC CLERK RECORDED 1/13/2024