

SANTA FE COUNTY
RESOLUTION 2024- 066

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

Whereas, the Board of County Commissioners meeting in regular session on May 14, 2024, did request the following budget adjustment:

Department / Division Sheriff's Office Fiscal Year: 2024 (July 1, 2023 - June 30, 2024)
 Budget Adjustment Type (drop down): Other

BUDGETED REVENUES: (use continuation sheet, if necessary)

REVENUE DEPARTMENT / DIVISION	ACTIVITY	ELEMENT	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
246	1201	371	28-00 DPS Grants Revenue	\$ 20,589	
Total				\$ 20,589	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

EXPENDITURE DEPARTMENT / DIVISION	ACTIVITY	ELEMENT	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
246	1201	424	20-93 Uniforms	\$ 20,589	
Total				\$ 20,589	\$ -

Requesting Department Approval: Ken Johnson Title: Undersheriff Date: 5/1/2024 Log # 71
 Capital/Grants Approval: [Signature] Date: 5/7/2024 Budget Administrator: [Signature] 5/7/24
 Finance Dept Approval: [Signature] Date: 5/5/2024 Entered by: _____ Date: _____
 County Mgr Approval: [Signature] Date: 5/14/24 Updated by: _____ Date: _____

**SANTA FE COUNTY
RESOLUTION 2024-066**

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT

(If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.)

1	<p>Please summarize the request and its purpose in the area below.</p> <p>The Santa Fe County Sheriff's honor guard is a ceremonial unit comprised of sworn deputy members who are highly motivated and maintain exceptionally high standards of appearance, conduct and who show aptitude for ceremonial duty. The primary role of the unit is to provide funeral honors for fallen comrades. The Sheriff's Office received grant funding from DPS in the amount of \$20,588.40 to equip and outfit current Honor Guard Teams, add additional members to existing Teams and establish new teams. Each member's honor guard uniform is comprised of ceremonial specialty pieces of their uniforms such as campaign style flat hats, high gloss buckles, shoulder strap, holster hand cuff and choker collar jackets. Funding is required to be expended by June 30, 2024.</p>	Recurring	Non-Recurring												
2	<p>Is this Budget Action for a Recurring or Non Recurring Expense (one-time)</p>	X													
3	<p>Does this request impact a revenue source?</p>	Yes X	No 												
A.	<p>Is this a State Special Appropriation? If Yes, cite Statute and attach a copy</p>	X													
B.	<p>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. Attached</p>	X													
C.	<p>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.)</p>		X												
D.	<p>Is a match required? If Yes, please identify funding source in the line below.</p> <p align="center">PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:15%;">FUND</th> <th style="width:15%;">DEPARTMENT</th> <th style="width:15%;">AGENCY</th> <th style="width:15%;">PROGRAM</th> <th style="width:15%;">CATEGORY / LINE ITEM</th> <th style="width:15%;">AMOUNT</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	FUND	DEPARTMENT	AGENCY	PROGRAM	CATEGORY / LINE ITEM	AMOUNT								X
FUND	DEPARTMENT	AGENCY	PROGRAM	CATEGORY / LINE ITEM	AMOUNT										

SANTA FE COUNTY
RESOLUTION 2024-066

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 14th Day of May, 2024.

Santa Fe Board of County Commissioners

Hank Hughes

Hank Hughes, Chairperson

ATTEST:

Katharine E. Clark

Katharine E. Clark, County Clerk



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
BCC RESOLUTIONS
PAGES: 10

I Hereby Certify That This Instrument Was Filed for Record On The 21ST Day Of May, 2024 at 03:45:08 PM And Was Duly Recorded as Instrument # 2024216 Of The Records Of Santa Fe County

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

RECORDED 05/21/2024
COUNTY CLERK



New Mexico Department of Public Safety – Funding Notification
Lieutenant Fred Beers III Honor Guard Equipment Distribution Program
Business Unit 79000
Appropriation ZH5174

RECIPIENT:

Santa Fe County Sheriff's Office

APPROPRIATION NUMBER:

ZH5174

AMOUNT:

\$20,588.40

PROJECT PERIOD:

July 1, 2023 - June 30, 2024

PURPOSE:

Based on your funding application submitted, the above amount is hereby awarded to equip and outfit current Honor Guard Teams, add additional members to existing Teams, and establish new Teams.

DISBURSEMENT:

Funds will be disbursed via Automated Clearing House (ACH) the week of April 29, 2024.

TERM:

Purchases made between July 1, 2023, through June 30, 2024, are eligible. **All goods and/or services must be received by June 30, 2024.**

REQUIREMENTS:

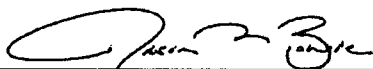
The following information must be submitted to the New Mexico Department of Public Safety no later than **5:00 PM on Wednesday, August 7, 2024**, to dps-statewideprojects@dps.nm.gov

1. Honor Guard Reporting Template, Exhibit A
2. Certified invoices
3. Proof of payment for all invoices

Any unexpended funds must be submitted to the New Mexico Department of Public Safety no later than **5:00 PM on Friday, August 16, 2024**. Please mail warrants to:

New Mexico Department of Public Safety
 ATTN: Louise Riebe, ASD Director of Special Projects
 PO Box 1628
 Santa Fe, NM 87504-1628

In accordance with the authority conferred on the New Mexico Department of Public Safety, by the Special Appropriation appropriating these funds, I hereby approve this funding distribution.



 Jason R. Bowie, Cabinet Secretary
 New Mexico Department of Public Safety

04.26.2024 LR

 Date

SFC CLERK RECORDED 05/21/2024



New Mexico Department of Public Safety – Funding Notification
Lieutenant Fred Beers III Honor Guard Equipment Distribution Program
Business Unit 79000
Appropriation ZH5174

CERTIFICATION:

I hereby certify that the **Santa Fe County Sheriff’s Office:**

1. Will only use the funds to incur allowable expenditures as described in the **Purpose** above.
2. Will adhere to the **Reporting Requirements** above.

Agency Head / Chief / Sheriff

Date

Mayor / City Manager / County Manager

Date

CERTIFICATION SUBMISSION:

Upon signature, scan and email both pages to dps-statewideprojects@dps.nm.gov

SFC CLERK RECORDED 05/21/2024



New Mexico Department of Public Safety
Funding Application – Honor Guard Equipment Distribution Program
Business Unit 790
Appropriation ZH5174

APPLICATION MUST BE EMAILED TO DPS-STATEWIDEPROJECTS@DPS.NM.GOV
BY 5:00 PM ON MONDAY, APRIL 15, 2024.

Agency Name	<u>Santa Fe County Sheriff's Office</u>	Contact Name	<u>Jose Rodriguez</u>
Street Address	<u>35 Camino Justicia</u>	Job Title	<u>Captain</u>
Mailing Address	<u>35 Camino Justicia</u>	Phone Number	<u>505-986-2414</u>
City, State, Zip	<u>Santa Fe NM 87508</u>	Email	<u>jsrodriguez@santafecountynm.gov</u>

Fiscal Agent	<u>Clarissa Garcia</u>	Contact Name	<u>Carolina Brande</u>
Street Address	<u>35 Camino Justicia</u>	Job Title	<u>Lieutenant</u>
Mailing Address	<u>35 Camino Justicia</u>	Phone Number	<u>505-986-2499</u>
City, State, Zip	<u>Santa Fe NM 87508</u>	Email	<u>chernandez@santafecountynm.gov</u>

Agency Group Law Enforcement Fire Department

Agency Type

<input type="checkbox"/> Higher Education	<input type="checkbox"/> Public School	<input type="checkbox"/> Tribal
<input type="checkbox"/> Marshal	<input checked="" type="checkbox"/> Sheriff	<input type="checkbox"/> Other:
<input type="checkbox"/> Police Department	<input type="checkbox"/> State Agency	

County Santa Fe County

Number of Current Team Members	<u>7</u>
Number of New Members to Add	<u>7</u>

Do you participate in events to honor the fallen?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Create new Honor Guard
Do you participate in events to promote patriotism?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Do you participate to celebrate agency accomplishments?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Do you provide services to other agencies without Teams?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Do you provide training and support to other Teams?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

Vendor and Purchase Information

Total Number of Vendors	#1
Total Dollar Amount Requested	\$ 20,588.4
Will all Purchases be Received by August 23, 2024	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

SFC CLERK RECORDED 05/21/2024



New Mexico Department of Public Safety
Funding Application – Honor Guard Equipment Distribution Program
Business Unit 790
Appropriation ZH5174

Funding award amounts are subject to (1) the total dollar amount of all requests received by NMDPS by the due date and time, and (2) the total amount available for distribution to eligible agencies. If request amounts exceed the amount available for distribution, requests may be reduced on a pro-rated basis.

Certification

SHERIFF *[Signature]*
 Agency Head / Chief / Sheriff

4-15-24
 Date

[Signature]
 City Manager / County Manager
 GREGORY S. SIAFFER

4/15/24
 Date

Submit the completed *Purchase Detail* Template with your application.

SFC CLERK RECORDED 05/21/2024



New Mexico Department of Public Safety
Purchase Detail - Honor Guard Equipment Distribution Program
Business Unit 790
Appropriation ZH5174

Agency Name: Santa Fe County Sheriff's Office

Vendor Name	Item Description	Qty	Unit Cost	Ext Cost
Adverstising Ideas	Campaign Style Felt Hat (black felt, regular oval, standard	14	\$ 204.50	\$ 2,863.00
	single badge hole, black ribbon, 3 piece leather strap,			\$ -
	silver cord with silver acorns.			\$ -
				\$ -
Adverstising Ideas	Gould \$ Ggorich lined duty belt, nickel buckle, high gloss	14	\$ 111.46	\$ 1,560.44
				\$ -
Adverstising Ideas	77- Double Magazine Pouch (high gloss, hidden snap)	14	\$ 59.98	\$ 839.72
				\$ -
Adverstising Ideas	190- Handcuff Case (high gloss, hidden snap, belt loop	14	\$ 61.50	\$ 861.00
	double chain)			\$ -
				\$ -
Adverstising Ideas	Shoulder Strap (high gloss)	14	\$ 75.66	\$ 1,059.24
				\$ -
Adverstising Ideas	Holster (high gloss)	14	\$ 106.73	\$ 1,494.22
				\$ -
Adverstising Ideas	Custom Style 525 Jacket with Choker Collar	14	\$ 669.89	\$ 9,378.46
Adverstising Ideas	T250R custom 250 trousers	14	\$ 180.88	\$ 2,532.32
				\$ -
				\$ -
				\$ -
Vendor #1 Total				\$ 20,588.40

Vendor Name	Item Description	Qty	Unit Cost	Ext Cost
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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SFC CLERK RECORDED 05/21/2024



New Mexico Department of Public Safety
Purchase Detail - Honor Guard Equipment Distribution Program
Business Unit 790
Appropriation ZH5174

Agency Name: Santa Fe County Sheriff's Office

Vendor #4 Total \$ -

Vendor Name	Item Description	Qty	Unit Cost	Ext Cost
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Vendor #5 Total \$ -

Summary == Enter Amounts on the Funding Application

Vendor #1 Total	\$ 20,588.40
Vendor #2 Total	\$ -
Vendor #3 Total	\$ -
Vendor #4 Total	\$ -
Vendor #5 Total	\$ -

Total Amount Requested \$ 20,588.40

SFC CLERK RECORDED 05/21/2024