

**SANTA FE COUNTY  
RESOLUTION 2024- 135**

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

Whereas, the Board of County Commissioners meeting in regular session on October 29, 2024, did request the following budget adjustment:

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

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODES XXXX	DEPARTMENT DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
209	0831	371	07-00	Chimayo - State Fire Marshal Allotment	\$ 66	
209	0832	371	07-00	El Dorado - State Fire Marshal Allotment	156	
209	0833	371	07-00	Edgewood - State Fire Marshal Allotment	17,866	
209	0834	371	07-00	Hondo - State Fire Marshal Allotment	96	
209	0835	371	07-00	La Puebla - State Fire Marshal Allotment	96	
209	0836	371	07-00	Pojoaque - State Fire Marshal Allotment	66	
<b>Subtotal from First Page</b>					<b>\$ 18,346</b>	<b>\$ -</b>

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODES XXXX	DEPARTMENT DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
209	0831	422	20-93	Chimayo - Uniform Expense		\$ 934
209	0832	422	35-03	El Dorado - Vehicle Maintenance	156	
209	0833	422	35-03	Edgewood - Vehicle Maintenance	8,933	
209	0833	422	40-01	Edgewood - Maintenance Building / Structures	8,933	
209	0834	422	35-03	Hondo - Vehicle Maintenance	96	
209	0835	422	35-03	La Puebla - Vehicle Maintenance	96	
209	0836	422	60-02	Pojoaque - Safety Supplies		1,000
209	0836	422	35-03	Pojoaque - Operational Supplies		1,934
<b>Subtotal from First Page</b>					<b>\$ 18,214</b>	<b>\$ 3,868</b>

Requesting Department Approval: Jacob Black Title: Fire Chief Date: 9/27/2024 Log # 13  
 Capital/G grants Approval: \_\_\_\_\_ Date: 10/25/2024 Budget Administrator: [Signature] Date: 10/25/24  
 Finance Dept Approval: [Signature] Date: 10/24/2024 Entered by: \_\_\_\_\_ Date: \_\_\_\_\_  
 County Mgr Approval: [Signature] Date: 10/24/2024 Updated by: \_\_\_\_\_ Date: \_\_\_\_\_

SANTA FE COUNTY  
RESOLUTION 2024-135

BUDGET ADJUSTMENT REQUEST FORM

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Fiscal Year 2025 (July 1, 2024 Through June 30, 2025)

CONTINUATION SHEET

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
209	0837	371	07-00	Stanley - State Fire Marshal Allotment	\$ 107	
209	0838	371	07-00	Tesuque - State Fire Marshal Allotment		79
209	0839	371	07-00	Turquoise Trail - State Fire Marshal Allotment		79
209	0840	371	07-00	La Cienega - State Fire Marshal Allotment		90
209	0841	371	07-00	Madrid - State Fire Marshal Allotment		45
209	0842	371	07-00	Glorieta - State Fire Marshal Allotment		96
209	0843	371	07-00	Agua Fria - State Fire Marshal Allotment		90
209	0844	371	07-00	Galisteo - State Fire Marshal Allotment		45
Subtotal from Second Page					\$ 631	\$ -

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
209	0837	422	35-03	Stanley - Vehicle Maintenance	\$ 107	
209	0838	422	35-03	Tesuque - Vehicle Maintenance		79
209	0839	422	35-03	Turquoise Trail - Vehicle Maintenance		79
209	0840	422	35-03	La Cienega - Vehicle Maintenance		90
209	0841	422	35-03	Madrid - Vehicle Maintenance		45
209	0842	422	35-03	Glorieta - Vehicle Maintenance		8,548
209	0842	422	40-01	Glorieta - Maintenance Building / Structures		8,548
209	0843	422	35-03	Agua Fria - Vehicle Maintenance		1,090
209	0844	422	35-03	Galisteo - Vehicle Maintenance		5,045
209	0844	422	60-02	Galisteo - Safety Supplies		10,000
Subtotal from Second Page					\$ 33,631	\$ -

SFC CLERK RECORDED 11/01/2024

SANTA FE COUNTY  
RESOLUTION 2024- 135

BUDGET ADJUSTMENT REQUEST FORM

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Fiscal Year 2025 (July 1, 2024 Through June 30, 2025)

CONTINUATION SHEET

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
209	0846	371	07-00	Fire Admin - State Fire Marshal Allotment	\$ 48	
Subtotal from Third Page					\$ 48	\$ -
Total of All Pages					\$ 19,025	\$ -

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
209	0846	422	35-03	Fire Admin - Vehicle Maintenance	\$ 48	
209	0303	422	70-33	Finance - Seminars & Workshops		29,000
Subtotal from Third Page					\$ 48	\$ 29,000
Total of All Pages					\$ 51,893	\$ 32,868

**SANTA FE COUNTY  
RESOLUTION 2024-135**

**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.  
 Each fiscal year Santa Fe County receives funds from the Fire Protection Fund, 10.25.10 NMAC from the State Fire Marshal. The actual authorized disbursement amounts are not received from the State Fire Marshal's Office until the month of July. For the fiscal year's budget preparation, the Santa Fe County Fire uses the prior fiscal year's disbursement as the basis for budgeting each district. This resolution will adjust the budget for the Fire Protection Fund (209) to reflect the actual disbursement amount awarded for FY2025 by district for both revenue and expenditures. All fire districts except for Chimayo and Pojoaque have received an increase to the Fire Protection Fund distribution for FY2025.  
 A reconciliation of the districts' distribution totaling the net budget increase of \$19,025 is included.

Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	Recurring	Non-Recurring
		X

Does this request impact a revenue source?	Yes	No
	X	

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

3 **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. Fire Protection Fund, 10.25.10 NMAC** 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

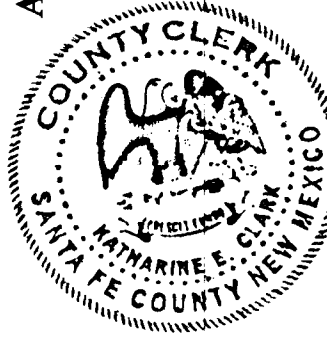
Line Item	Activity	Element	Category	Line Item	Amount	Supporting Document

SANTA FE COUNTY

RESOLUTION 2024- 135

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 29<sup>th</sup> Day of October, 2024.



ATTEST:

*[Signature]*  
Katharine E. Clark, County Clerk

Santa Fe Board of County Commissioners

*[Signature]*  
Hank Hughes, Chairperson



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 1ST Day Of November, 2024 at 12:03:52 PM And Was Duly Recorded as Instrument # 2045905 Of The Records Of Santa Fe County

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



**Michelle Lujan Grisham**  
Governor

**Major General Miguel Aguilar**  
Cabinet Secretary

**Regina Chacon**  
Deputy Cabinet Secretary

**Ali Rye**  
State Director

**Randy Varela**  
State Fire Marshal

**DEPARTMENT OF HOMELAND SECURITY  
AND EMERGENCY MANAGEMENT**

**Monday, July 22, 2024**

**Remit To:**

Santa Fe County  
Finance Division/Accounts Receivable  
PO Box 276  
Santa Fe, NM 87504

**Ref: 1st Fiscal Year 2025 (FY 25) Fire Protection Fund Distribution for the Agua Fria Fire Department.**

The Department of Homeland Security will be distributing the Fire Protection Fund on a bi-annual basis for Fiscal Year 25.

**NMFA payments, for outstanding department loans, are paid in full during the first funding allocation.**

The bi-annual distribution dates for the Fire Protection Fund Fiscal year 2025 will be as follows:

- **1st bi-annual allocation/distribution** - On August 15<sup>th</sup> a 50% distribution of the total amount will be allocated to the municipality or district.
- **2nd bi-annual allocation/distribution** - On February 15<sup>th</sup> a 50% distribution of the total amount will be allocated to the municipality or district.

*The Bi-Annual Allocation/Distribution is based on the revenue received into the state of New Mexico for the FY 25 Fire Protection Fund.*

Fiscal Year 2025 1st bi-annual Fire Protection Fund allotment/distribution to your fire departments is enclosed in the amount of \$1,513,382.00

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Please refer to the Table below for your complete FY25 Fire Protection Fund **First Allotment** amounts.

Santa Fe County

FY 25

First Bi-Annual Allotment

Fire Protection Fund Distribution

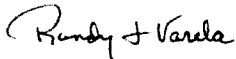
<b>Department</b>	<b>Total Distribution</b>	<b>NMFA Amount</b>	<b>Total to Dept</b>	<b>Paid First Allotment August FY25 50% of Original Total to Department</b>	<b>Second Allotment February FY25 50% of Adjusted Total to Department</b>
<b>Agua Fria</b>	\$212,900.00	\$0.00	\$212,900.00	\$106,450.00	\$106,450.00
<b>Chimayo</b>	\$154,354.00	\$0.00	\$154,354.00	\$77,177.00	\$77,177.00
<b>Edgewood</b>	\$308,708.00	\$0.00	\$308,708.00	\$154,354.00	\$154,354.00
<b>El Dorado</b>	\$367,263.00	\$0.00	\$367,263.00	\$183,632.00	\$183,631.00
<b>Galisteo</b>	\$106,450.00	\$0.00	\$106,450.00	\$53,225.00	\$53,225.00
<b>Glorieta Pass</b>	\$223,548.00	\$0.00	\$223,548.00	\$111,774.00	\$111,774.00
<b>Hondo</b>	\$223,548.00	\$0.00	\$223,548.00	\$111,774.00	\$111,774.00
<b>La Cienega</b>	\$212,900.00	\$0.00	\$212,900.00	\$106,450.00	\$106,450.00
<b>La Puebla</b>	\$223,548.00	\$0.00	\$223,548.00	\$111,774.00	\$111,774.00
<b>Madrid</b>	\$106,450.00	\$0.00	\$106,450.00	\$53,225.00	\$53,225.00
<b>Pojoaque</b>	\$154,354.00	\$0.00	\$154,354.00	\$77,177.00	\$77,177.00
<b>Santa Fe Co. Admin.</b>	\$111,774.00	\$0.00	\$111,774.00	\$55,887.00	\$55,887.00
<b>Stanley</b>	\$251,933.00	\$0.00	\$251,933.00	\$125,967.00	\$125,966.00
<b>Tesuque</b>	\$184,516.00	\$0.00	\$184,516.00	\$92,258.00	\$92,258.00
<b>Turquoise Trail</b>	\$184,516.00	\$0.00	\$184,516.00	\$92,258.00	\$92,258.00
<b>Santa Fe County Total</b>	\$3,026,762.00	\$0.00	\$3,026,762.00	\$1,513,382.00	\$1,513,380.00

The amount allocated covers the period from July 1<sup>st</sup> 2024, through June 30<sup>th</sup> 2025, and shall be expended only for the maintenance of the fire department, the purchase, construction, repair and operation of its fire stations, fire apparatus and equipment, the payment of insurance premiums on fire stations, substations, fire apparatus and equipment, and insurance premiums for injuries or death of firefighters as otherwise provided by law. Such funds are to be expended at the direction of the Chief of each fire department in accordance with the provisions of the Public Purchases Act, the Fire Protection Fund Act, and the State Fire Marshal's Rules and Regulations to the Act.

*\*Please be reminded that during the 2017 regular legislative session, House Bill 4 was enacted (Laws 2017, Chapter 1). Section 8 of House Bill 4 created requirements that the State Fire Marshal must follow in making a determination and certification of needs pursuant to Section 59A-53-3 NMSA 1978 and distributions pursuant to Sections 59A-53-4 and 59A-53-5.1, which pertain to the Fire Protection Fund. Specifically, the bill required the State Fire Marshal to coordinate with the Department of Finance and Administration (DFA), the New Mexico Finance Authority, Office of the State Treasurer, the New Mexico Municipal League and the New Mexico Association of Counties, regarding a periodic allotment schedules.*

Please contact me if you have any questions or concerns, at 505-709-8150 or via email at [randy.varela@dhsem.nm.gov](mailto:randy.varela@dhsem.nm.gov).

Respectfully,



Randy Varela  
State Fire Marshal

Cc: Santa Fe Board of County Commissions

SFC CLERK RECORDED 11/01/2024



Exhibit C

District	Fund/Cost Center/line item	FY25 Budgeted Revenue	Adjusted Allotment budget/actual	Adjusted/Increased Amount
Chimayo	209-0831	\$ 154,288.00	\$ 154,354.00	\$ 66.00
Eldorado	209-0832	\$ 367,107.00	\$ 367,263.00	\$ 156.00
Edgewood	209-0833	\$ 290,842.00	\$ 308,708.00	\$ 17,866.00
Hondo	209-0834	\$ 223,452.00	\$ 223,548.00	\$ 96.00
La Puebla	209-0835	\$ 223,452.00	\$ 223,548.00	\$ 96.00
Pojoaque	209-0836	\$ 154,288.00	\$ 154,354.00	\$ 66.00
Stanley	209-0837	\$ 251,826.00	\$ 251,933.00	\$ 107.00
Tanque	209-0838	\$ 184,437.00	\$ 184,516.00	\$ 79.00
Turquoise Trail	209-0839	\$ 184,437.00	\$ 184,516.00	\$ 79.00
Madrid	209-0841	\$ 106,405.00	\$ 106,450.00	\$ 45.00
Glorieta	209-0842	\$ 223,452.00	\$ 223,548.00	\$ 96.00
Agua Fria	209-0843	\$ 212,810.00	\$ 212,900.00	\$ 90.00
Galisteo	209-0844	\$ 106,405.00	\$ 106,450.00	\$ 45.00
Fire Admin	209-0846	\$ 111,726.00	\$ 111,774.00	\$ 48.00
<b>Totals:</b>		<b>\$ 3,007,737.00</b>	<b>\$ 3,026,762.00</b>	<b>\$ 19,025.00</b>

SFC CLERK RECORDED 11/01/2024

Exhibit D

District	Fund/Cost Center/line item	FY25 Budgeted Expenditure	Adjusted Allotment budget/actual	Adjusted/Increased Amount
Chimayo	209-0831	\$ 155,288.00	\$ 154,354.00	\$ (934.00)
Eldorado	209-0832	\$ 367,107.00	\$ 367,263.00	\$ 156.00
Edgewood	209-0833	\$ 290,842.00	\$ 308,708.00	\$ 17,866.00
Hondo	209-0834	\$ 223,452.00	\$ 223,548.00	\$ 96.00
La Puebla	209-0835	\$ 223,452.00	\$ 223,548.00	\$ 96.00
Pojoaque	209-0836	\$ 157,288.00	\$ 154,354.00	\$ (2,934.00)
Stanley	209-0837	\$ 251,826.00	\$ 251,933.00	\$ 107.00
Tenique	209-0838	\$ 184,437.00	\$ 184,516.00	\$ 79.00
Turquoise Trail	209-0839	\$ 184,437.00	\$ 184,516.00	\$ 79.00
Madrid	209-0841	\$ 106,405.00	\$ 106,450.00	\$ 45.00
Glorieta	209-0842	\$ 206,452.00	\$ 223,548.00	\$ 17,096.00
Agua Fria	209-0843	\$ 211,810.00	\$ 212,900.00	\$ 1,090.00
Galisteo	209-0844	\$ 91,405.00	\$ 106,450.00	\$ 15,045.00
Fire Admin	209-0846	\$ 111,726.00	\$ 111,774.00	\$ 48.00
<b>Totals:</b>		<b>\$ 2,978,737.00</b>	<b>\$ 3,026,762.00</b>	<b>\$ 48,025.00</b>
Finance	209-0303	29,000.00	0.00	(29,000.00)
				19,025.00

SFC CLERK RECORDED 11/01/2024