



CITY OF SANTA FE

Date: July 27, 2026

To: Governing Body
Finance Committee
Quality of Life Committee

Via: Ben Valdez, Interim Chief of Police B. Valdez
Amanda Montano, Deputy Chief of Police Amanda Montano
B. Valdez (Jul 28, 2026 09:32:25 MDT)
Amanda Montano (Jul 28, 2026 08:22:49 MDT)

From: Erik Ramirez, Police Captain *ER*

Subject: LDWI Grant MOU- Agreement Amendment #5

Vendor Name: Santa Fe County

Vendor Number: 3906

ITEM AND ISSUE:

The Santa Fe Police Department respectfully requests your review and approval of Amendment #5 to Item # 23-0551; Memorandum of Understanding (MOU) with the Santa Fe County to increase the compensation by \$20,000 for a new total agreement amount of \$245,000 for Local LDWI Grant Funds.

Action Requested: Approval of Amendment #5

BACKGROUND AND SUMMARY:

The attached MOU/Agreement amendment is for an increase of funding for an existing MOU/Agreement that is already in place. The Santa Fe Police Department continues its commitment to making Santa Fe Safer and continues with DWI enforcement efforts, by conducting operations focused on prevention/reductions of DWI incidents, over service and sales to minors.

PROCUREMENT METHOD: N/A

Chief Procurement Officer Approval: N/A **Date:** _____

Comment/Exceptions: _____

Supporting Information: _____

CONTRACT NUMBER: N/A

\$\$\$\$\$ SOURCE/REVENUE: ☐Expense | ☒Revenue

Reimbursement of overtime.

Budget Officer Approval: Andrew J. Hopkins **Date:** 07/28/2026

Comment/Exceptions: _____

Grant ☒Yes | ☐ No

Grant #: L2601

Grant Manager/Accounting Officer Approval: ERIKA LUJAN (Jul 31, 2026 10:29:15 MDT) Date: 07/31/2026

Comment/Exceptions: _____

Project ☒ Yes | ☐ No

Project Ledger #: POL2622302

CAPITAL ASSET (will this procurement result in a tangible item that costs more than \$5,000

☐ Yes | ☒ No

Asset # (if known): N/A

Repair or Replacement of Existing Equipment:

☐ Yes | ☒ No ~If yes -> ☐ Repair | ☐ Replacement

Please explain: N/A

Capital Project:

(New and improvement projects that are going to cost \$10,000 or more)

☐ Yes | ☒ No

Anticipated length of project: N/A

Asset Manager Approval: N/A Date: _____

Comment/Exceptions: _____

Was this service deemed construction: ☐ Yes | ☒ No

~If yes, does this expenditure exceed \$25,000? ☐ Yes | ☒ No

~If yes, did you obtain the appropriate bond? ☐ Yes | ☒ No

~Performance and Payment & Labor - NMSA 1978, Section 13-4-18

Department Approvals:

IT Components: ☐ Yes | ☒ No

Vehicles: ☐ Yes | ☒ No

Facilities, Furniture, Fixtures, Equipment: ☐ Yes | ☒ No

Approval: N/A Title: _____ Date: _____

Approval: _____ Title: _____ Date: _____

Comment & Exceptions: _____

Department Contract Administrator Contact Info: Anna Marie Bowen, 505-955-5122

ATTACHMENTS:

MOU/Agreement Amendment #5

Project Ledger Form

Budget Amendment Resolution (BAR)



City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form



Date of Request: 6/26/2026

Project Title: LDWI Grant (DWI Checkpoints, Saturation, Patrols, Etc)

Project Type: ☐ CIP ☒ Grant ☐ Internal Tracking

Department: SFPD Project Manager: AnnaMarie Bowen Ext: 5122

Project Date Range: Upon Signature to June 30, 2027 ☐ Create Fixed Asset

Project ID: POL2622302

Grant ID: L2601

Approved By: BSG 07.29.26/ ERIKA LUTAN

(Finance Use Only)

☐ Multi-Funding (complete all funding sources, should equal 100%)

Funding Source: Local DWI Grant Funds- Santa Fe County % of Funding: 100

MUNIS ORG: 2230315 MUNIS OBJ: 491010 Awarded Amount: \$20,000

Funding Source: _____ % of Funding: _____

MUNIS ORG: _____ MUNIS OBJ: _____ Awarded Amount: _____

Expense String Phase:

A project must have at least one phase identified, this can be used as an additional level of tracking, for example, CIP - Design, Construction, etc. For Grants can be used as reimbursable types, such as transportation, salaries.

(You can create more than one phase and you can default MUNIS ORGs and OBJs, optional)

Phase: POLICE OT MUNIS ORG: 2230315 MUNIS OBJ: 501400

Grants Only (list all grants if applicable):

Grantor Name: SF COUNTY MOA-2023-0136-CSD/APS/ Amendment #5 Awarded Amount: \$20,000

AR Charge Code: 2230315.491010

☐ Grant funds multiple projects
(Complete a form for each project)

Grantor Id: _____ Federal CFDA (if applicable): _____

Grantor Name: _____ Awarded Amount: _____

AR Charge Code: _____

☐ Grant funds multiple projects
(Complete a form for each project)

Grantor Id: _____ Federal CFDA (if applicable): _____

(If grants please provide all grant award documents with form)

☐ Attached Grant Documentation

Log # {Finance use <u>only</u> } :	
Journal # {Finance use <u>only</u> } :	

City of Santa Fe, New Mexico
BUDGET AMENDMENT RESOLUTION (BAR)

DEPARTMENT / DIVISION NAME				DATE	
Police/Administration				7/27/2026	
ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
<u>EXPENDITURES</u>				{enter as <u>positive</u> #}	{enter as <u>negative</u> #}
Overtime	2230315	501400	POL2622302	20,000	
<u>REVENUES</u>				{enter as <u>negative</u> #}	{enter as <u>positive</u> #}
Santa Fe County - LDWI Grant	2230315	491010	POL2622302	(20,000)	
JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo				\$ -	\$ -

To record Memo of Understanding (MOU) Amendment #5 between Santa Fe County and the City of Santa Fe for Local	{Complete section below if BAR results in a net change to ANY Fund}	
DWI Grant, Expires 6/30/2027.	Fund(s) Affected	Fund Balance Increase/(Decrease)
	TOTAL:	0

AnnaMarie Bowen	7/27/2026	{Use this form for Finance Committee/ City Council agenda items ONLY}	Andrew J. Hopkins	07/28/2026
Prepared By {print name}	Date	CITY COUNCIL APPROVAL	Budget Officer	Date
Division Director Signature {optional}	Date	City Council Approval Date	Finance Director {≤ \$5,000}	Date
<u>B. Valdez</u>	07/28/2026	Agenda Item #:	City Manager {≤ \$60,000}	Date
B. Valdez (Jul 28, 2026 12:29:39 MDT)				
Department Director Signature	Date			

**AMENDMENT NO. 5 TO
MEMORANDUM OF AGREEMENT NO. 2023-0263-CSD/JL**

This Amendment is entered into this _____ day of _____, 2026, between **Santa Fe County** (the “County”), and the **City of Santa Fe, Santa Fe Police Department** (the “City”).

WHEREAS, on June 30, 2023, the County and City entered into Memorandum of Agreement No. 2023-0263-CSD/JL (the “MOA”) to provide for the City’s provision of DWI and DUI prevention services; and

WHEREAS, Amendment Nos. 1 through 4 increased the compensation payable to the City and extended the term to June 30, 2026; and

WHEREAS, pursuant to Article 6 of the MOA, the parties may amend the MOA by written instrument signed by the parties; and

WHEREAS, by this Amendment No. 5 the parties agree to amend the MOA to increase the compensation payable to the City and extend the term to June 30, 2027.

NOW, THEREFORE, the parties agree to amend the MOA as follows:

1. Article 2 (Reimbursement; Compensation), insert a subparagraph D to read:

D. By Amendment No. 5 the compensation payable to the City is increased by the sum of \$20,000. The total compensation payable to the City for the term of this MOA will not exceed \$245,000, *inclusive* of NM GRT.

2. Article 3 (Term), insert a subparagraph d to read:

d. By Amendment No. 5 the term is extended to June 30, 2027.

3. All other provisions of the Agreement not specifically amended or modified by Amendment Nos. 1 through 4 and this Amendment No. 5 will remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date of last signature by the parties.

SANTA FE COUNTY:

Gregory S. Shaffer
Santa Fe County Manager

Date

Approved as to form:

Walker Boyd
Santa Fe County Attorney

Date

CITY OF SANTA FE

Michael Garcia, Mayor

Date

ATTEST:

Geraldyn Cardenas, City Clerk

Date

APPROVED TO FORM AND LEGAL SUFFICIENCY:

Christopher W. Ryan

Christopher W. Ryan (Jun 29, 2026 14:09:12 MDT)

06/29/2026

Chris Ryan, Senior Assistant City Attorney

Date

APPROVED FOR FINANCE:

Monica Maestas

Monica Maestas, Finance Director

07/31/2026

Date

Idwi am#5

Final Audit Report

2026-07-28

Created:	2026-07-28
By:	TARA RICO (trrico@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXIJAM27Bv8V8anbteXvOUNyCsA4cEdCG
Documents:	Idwi am#5.pdf (3 pages) SKM_C361i26072813100.pdf (2 pages)
Number of Documents:	2
Document page count:	5
Number of supporting files:	0
Supporting files page count:	0

"Idwi am#5" History

-  Document created by TARA RICO (trrico@santafenm.gov)
2026-07-28 - 6:10:39 PM GMT- IP address: 63.232.20.2
-  Document emailed to bpvaldez@santafenm.gov for signature
2026-07-28 - 6:14:23 PM GMT
-  Restricted visibility Email viewed by bpvaldez@santafenm.gov
2026-07-28 - 6:26:37 PM GMT- IP address: 104.47.64.254
-  Signer bpvaldez@santafenm.gov entered name at signing as B. Valdez
2026-07-28 - 6:29:37 PM GMT- IP address: 63.232.20.129
-  Restricted visibility Document e-signed by B. Valdez (bpvaldez@santafenm.gov)
Signature Date: 2026-07-28 - 6:29:39 PM GMT - Time Source: server- IP address: 63.232.20.129 - Signature Appearance Selected: TYPE
-  Document emailed to Andrew Hopkins (ajhopkins@santafenm.gov) for signature
2026-07-28 - 6:29:41 PM GMT
-  Email viewed by Andrew Hopkins (ajhopkins@santafenm.gov)
2026-07-28 - 7:28:02 PM GMT- IP address: 104.47.65.254
-  Document e-signed by Andrew Hopkins (ajhopkins@santafenm.gov)
Signature Date: 2026-07-28 - 7:29:13 PM GMT - Time Source: server- IP address: 63.232.20.2 - Signature Appearance Selected: IMAGE

✔ Agreement completed.

2026-07-28 - 7:29:13 PM GMT

PL-SF COUNTY MOA-LDWI-AMENDMENT #5

Final Audit Report

2026-07-31

Created:	2026-07-30
By:	BRITTANY GURULE (bsgurule@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_D0cJXaVpptp79RRPTF_Sv_EfCqhBIYj
Documents:	PL-SF COUNTY MOA-LDWI-AMENDMENT #5.pdf (8 pages)
Number of Documents:	1
Document page count:	8
Number of supporting files:	0
Supporting files page count:	0

"PL-SF COUNTY MOA-LDWI-AMENDMENT #5" History

-  Document created by BRITTANY GURULE (bsgurule@santafenm.gov)
2026-07-30 - 6:04:20 PM GMT- IP address: 63.232.20.2
-  Document emailed to ERIKA LUJAN (evlujan@santafenm.gov) for signature
2026-07-30 - 6:05:59 PM GMT
-  Document e-signed by ERIKA LUJAN (evlujan@santafenm.gov)
Signature Date: 2026-07-31 - 4:29:15 PM GMT - Time Source: server- IP address: 63.232.20.2 - Signature Appearance Selected: TYPE
-  Document emailed to Monica Maestas (mfmaestas@santafenm.gov) for signature
2026-07-31 - 4:29:18 PM GMT
-  Email viewed by Monica Maestas (mfmaestas@santafenm.gov)
2026-07-31 - 4:29:26 PM GMT- IP address: 62.10.205.4
-  Document e-signed by Monica Maestas (mfmaestas@santafenm.gov)
Signature Date: 2026-07-31 - 6:25:57 PM GMT - Time Source: server- IP address: 76.113.88.69 - Signature Appearance Selected: IMAGE
-  Agreement completed.
2026-07-31 - 6:25:57 PM GMT