



THE CITY OF SANTA FE

MEMORANDUM

DATE: August 25, 2026

TO: Quality of Life Committee
Finance Committee
Governing Body

FROM: Scott Ouderkirk, Interim Fire Chief 
Mario Riso, Assistant Fire Chief 

SUBJECT: Acceptance of FY27 Fire Protection Fund

ITEM AND ISSUE:

Request for approval to accept the FY27 Fire Protection Fund allocation from the New Mexico Department of Homeland Security and Emergency Management (DHSEM) in the total amount of \$1,627,372.

Additionally, approval is requested for a Budget Amendment Resolution (BAR) to recognize and appropriate \$1,627,372 in Fire Protection Fund revenue within the Santa Fe Fire Department's (SFFD) FY27 budget.

BACKGROUND AND SUMMARY:

Each fiscal year, the New Mexico Department of Homeland Security and Emergency Management (DHSEM) distributes Fire Protection Fund allocations to eligible fire departments on a biannual basis, based on revenues received into the State of New Mexico Fire Protection Fund.

For FY27, SFFD has been awarded a total allocation of \$1,627,372, to be distributed in two equal installments of \$813,686. The first installment was scheduled for distribution on August 15, 2026, and the second installment is scheduled for February 15, 2027.

Approval of the BAR is necessary to recognize and appropriate the full FY27 Fire Protection Fund allocation of \$1,627,372.00 in the Fire Department's FY27 budget.

ACTION REQUESTED:

The Santa Fe Fire Department respectfully requests the Public Works & Utilities Committee, Finance Committee, and Governing Body approve acceptance of the FY27 Fire Protection Fund allocation in the amount of \$1,627,372 and approve the associated Budget Amendment Resolution to recognize and appropriate these funds in SFFD's FY27 budget.

ATTACHMENTS:

1. NM DHSEM Award Notification Letter (dated June 12, 2025)
2. Budget Amendment Resolution (BAR)
3. Project Ledger



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 6, 2026

Remit To:

City of Santa Fe
PO Box 909
Santa Fe, NM 87504

Ref: 1st Fiscal Year 2027 (FY 27) Fire Protection Fund Distribution for the SANTA FE FIRE DEPT. Fire Department.

The Department of Homeland Security will be distributing the Fire Protection Fund on a bi-annual basis for Fiscal Year 27.

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 2027 will be as follows:

- ***1st bi-annual allocation/distribution*** - On August 15th a 50% distribution of the total amount will be allocated to the municipality or district.
- ***2nd bi-annual allocation/distribution*** - On February 15th 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 27 Fire Protection Fund.

Fiscal Year 2027 1st bi-annual Fire Protection Fund allotment/distribution to your fire departments is enclosed in the amount of \$813,686.00

Please refer to the Table below for your complete FY27 Fire Protection Fund **First Allotment** amounts.

SANTA FE FIRE DEPT.

FY 27

First Bi-Annual Allotment

Fire Protection Fund Distribution

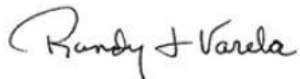
Fire Department	Total Distribution	NMFA Amount	Adjusted Total to Dept	Paid First Allotment August FY27 50% of Original Total to Department	Second Allotment February FY27 50% of Adjusted Total to Department
SANTA FE FIRE DEPT.	\$1,627,372.00	\$0.00	\$1,627,372.00	\$813,686.00	\$813,686.00

The amount allocated covers the period from July 1st 2026, through June 30th 2027, 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.

Respectfully,

A handwritten signature in dark ink that reads "Randy Varela". The signature is written in a cursive, flowing style.

Randy Varela
State Fire Marshal

Cc: Mayor of SANTA FE FIRE DEPT.



City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form



Date of Request: 08/20/2026

Project Title: FY27 DHSEM Fire Protection Fund

Project Type: ☐ CIP ☒ Grant ☒ Internal Tracking

Department: 200 - Fire Project Manager: Mario Risso Ext: 3112

Project Date Range: 07/01/2026 to 06/30/2027 ☒ Create Fixed Asset

Project ID: FIR2622110

Grant ID: S2712

Approved By: Erika Lujan 8/27/26

C K (Finance Use Only)

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

Funding Source: NM Public Regulation Com % of Funding: 100

MUNIS ORG: 2210181 MUNIS OBJ: 490285 Awarded Amount: \$1,627,372

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: See attached MUNIS ORG: 2210181 MUNIS OBJ: See attached

Grants Only (list all grants 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): _____

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



In

THE CITY OF SANTA FE

MEMORANDUM

DATE: August 25, 2026

TO: Andy Hopkins, Budget Officer

FROM: Mario Risso, Assistant Fire Chief 

VIA: Toniette Candelaria Martinez, Fiscal Administrator ^{TCM}

ITEM AND ISSUE:

Request for Approval of a Budget Amendment Resolution (BAR) to add \$1,627,372 from acceptance of grant awarded funds from the Department of Homeland Security And Emergency Management into Santa Fe Fire Department's (SFFD) FY27 budget.

Requesting BAR in the amount of \$1,627,372 from 2210181.490285 NM Public Regulation Comm to increase funds of:

- \$60,000 into 520100 Rep and Maint Build/Struct
- \$300,000 into 530200 Operating Supplies
- \$300,000 into 530300 Safety Supplies
- \$15,000 into 560200 Out of State Per Diem
- \$15,000 into 560250 In State Per Diem
- \$30,000 into 560500 Out of State Transportation
- \$50,000 into 560700 Registration
- \$255,195 into 570500 Equipment & Machinery >\$5K Non-Exempt
- \$102,177 into 570950 Vehicles < 1.5 Tons
- \$500,000 into 571000 Vehicles > 1.5 Tons

Please see below for a descriptive transfer of funds requested.

FROM LINE ITEMS:

- 2210181.490285 NM Public Regulation Comm (\$1,627,372)

TO LINE ITEMS:

- | | |
|--|-----------|
| • 2210181.520100 Rep and Maint Build/Struct | \$60,000 |
| • 2210181.530200 Operating Supplies | \$300,000 |
| • 2210181.530300 Safety Supplies | \$300,000 |
| • 2210181.560200 Out of State Per Diem | \$15,000 |
| • 2210181.560250 In State Per Diem | \$15,000 |
| • 2210181.560500 Out of State Transportation | \$30,000 |

- 2210181.560700 Registration \$50,000
- 2210181.570500 Equipment & Machinery >\$5K Non-Exempt \$255,195
- 2210181.570950 Vehicles < 1.5 Tons \$102,177
- 2210181.571000 Vehicles > 1.5 Tons \$500,000

ACTION REQUESTED:

SFFD respectfully requests your review and approval.

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

City of Santa Fe, New Mexico
BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION NAME 200 - Fire Department					DATE 8/25/2026	
ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE	
<u>EXPENDITURES</u>				{enter as <u>positive</u> #}	{enter as <u>negative</u> #}	
Rep and Maint Build/Struct	2210181	520100	FIR2622110-Rep and Maint Build/Struct	60,000		
Operating Supplies	2210181	530200	FIR2622110-Operating Supplies	300,000		
Safety Supplies	2210181	530300	FIR2622110-Safety Supplies	300,000		
Out of State Per Diem	2210181	560200	FIR2622110-Out of State Per Diem	15,000		
In State Per Diem	2210181	560250	FIR2622110-In State Per Diem	15,000		
Out of State Transportation	2210181	560500	FIR2622110-Out of State Transportation	30,000		
Registration	2210181	560700	FIR2622110-Registration	50,000		
Equipmnt & Machinery >\$5K NonExempt	2210181	570500	FIR2622110-Equipmnt & Machinery >\$5K NonExempt	255,195		
Vehicles < 1.5	2210181	570950	FIR2622110-Vehicles < 1.5	102,177		
Vehicles > 1.5	2210181	571000	FIR2622110-Vehicles > 1.5	500,000		
<u>REVENUES</u>				{enter as <u>negative</u> #}	{enter as <u>positive</u> #}	
NM Public Regulation Comm	2210181	490285	FIR2622110-State-NM PRC	(1,627,372)		
				\$ -	\$ -	

JUSTIFICATION: (use additional page if needed)
--Attach supporting documentation/memo

Increase 2210181 Fund by adding \$1,627,372 to Fire's FY27 budget

{Complete section below if BAR results in a net change to ANY Fund}	
Fund(s) Affected	Fund Balance Increase/(Decrease)
TOTAL:	0

TONIETTE CANDELARIA MARTINEZ		{Use this form for Finance Committee/ City Council agenda items ONLY}	
Toniette Candelaria Martinez	8/25/2026		
Prepared By {print name}	Date		
			
MARIO RISSO (Aug 28, 2026 08:23:46 MDT)			
Division Director Signature {optional}	Date		
			
SCOTT OUDERKIRK (Aug 28, 2026 08:31:31 MDT)			
Department Director Signature	Date		
		CITY COUNCIL APPROVAL	
		City Council Approval Date	
		Agenda Item #:	
		Budget Officer _____ Date _____	
		Finance Director {≤ \$5,000} _____ Date _____	
		City Manager {≤ \$60,000} _____ Date _____	

Account

Fund221EMRGSVC

Org2210181FIR SS SR

Object490285NM PRC

Project

Acct221-15-20-2100-181-00-000-490285-

Acct nameNM Public Regulation Comm

TypeRevenueStatusActive

Rollup

Sub-Rollup

☐ MultiYr Fund

Account Notes

4 Year Comparison

History4 Year GraphHistory Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	-1,058,173.00		-1,058,173.00		-1,078,173.00		-1,500,000.00	
Transfers In	-522,980.00		.00		-150,000.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	-1,581,153.00		-1,058,173.00		-1,228,173.00		-1,500,000.00	
Actual (Memo)	-1,604,119.90		-681,621.76		-1,403,562.83		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	22,966.90		-376,551.24		175,389.83		-1,500,000.00	
Percent used	101.45		64.41		114.28		.00	

Account

Fund221EMRGSVC

Org2210181FIR SS SR

Object520100R&M B/S

Project

Acct221-15-20-2100-181-00-000-520100-

Acct nameRep and Maint Build/Struct

TypeExpense

Rollup

Sub-Rollup

☐ MultiYr Fund

StatusActive

Account Notes

- 4 Year Comparison
- Current Year
- History
- 4 Year Graph
- History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	7,424.00		75,012.00		75,012.00		60,000.00	
Transfers In	142,851.00		125,573.00		.00		.00	
Transfers Out	.00		-30,000.00		.00		.00	
Revised Budget	150,275.00		170,585.00		75,012.00		60,000.00	
Actual (Memo)	92,962.15		78,949.12		7,423.44		.00	
Encumbrances	7,908.40		.00		.00		.00	
Requisitions	.00						.00	
Available	49,404.45		91,635.88		67,588.56		60,000.00	
Percent used	67.12		46.28		9.90		.00	

Account

Fund221EMRGSVC

Org2210181FIR SS SR

Object530200Oper Spl

Project

Acct221-15-20-2100-181-00-000-530200-

Acct nameOperating Supplies

TypeExpense

Rollup

Sub-Rollup

☐ MultiYr Fund

StatusActive

Account Notes

- 4 Year Comparison
- Current Year
- History
- 4 Year Graph
- History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	93,700.00		75,000.00		75,000.00		300,000.00	
Transfers In	378,815.00		72,877.00		141,647.00		.00	
Transfers Out	-79,348.00		.00		.00		.00	
Revised Budget	393,167.00		147,877.00		216,647.00		300,000.00	
Actual (Memo)	235,297.81		73,280.81		164,297.30		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	157,869.19		74,596.19		52,349.70		300,000.00	
Percent used	59.85		49.56		75.84		.00	

Account

Fund221EMRG SVC

Org2210181FIR SS SR

Object530300Safety Spl

Project

Acct221-15-20-2100-181-00-000-530300-

Acct nameSafety Supplies

TypeExpense

Rollup

Sub-Rollup

☐ MultiYr Fund

StatusActive

Account Notes

- 4 Year Comparison
- Current Year
- History
- 4 Year Graph
- History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	134,171.00		80,000.00		80,000.00		450,000.00	
Transfers In	261,490.00		.00		152,741.00		.00	
Transfers Out	.00		.00		-50,900.00		.00	
Revised Budget	395,661.00		80,000.00		181,841.00		450,000.00	
Actual (Memo)	143,075.64		82,858.91		161,312.92		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	252,585.36		-2,858.91		20,528.08		450,000.00	
Percent used	36.16		103.57		88.71		.00	

Account

Fund221EMRGSVC

Org2210181FIR SS SR

Object560200OS PerDiem

Project

Acct221-15-20-2100-181-00-000-560200-

Acct nameOut of State Per Diem

TypeExpense

Rollup

Sub-Rollup

☐ MultiYr Fund

StatusActive

Account Notes

4 Year Comparison

Current YearHistory4 Year GraphHistory Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	15,000.00		40,000.00		40,000.00		30,000.00	
Transfers In	46,656.00		34,965.00		41,530.00		.00	
Transfers Out	-20,000.00		-20,000.00		-41,530.00		.00	
Revised Budget	41,656.00		54,965.00		40,000.00		30,000.00	
Actual (Memo)	22,795.16		8,308.20		5,034.01		731.26	
Encumbrances	.00		.00		.00		182.82	
Requisitions	.00						.00	
Available	18,860.84		46,656.80		34,965.99		29,085.92	
Percent used	54.72		15.12		12.59		3.05	

Account

Fund221EMRGsvc

Org2210181FIR SS SR

Object560250IS PerDiem

Project

Acct221-15-20-2100-181-00-000-560250-

Acct nameIn State Per Diem

TypeExpense

Rollup

Sub-Rollup

☐ MultiYr Fund

StatusActive

Account Notes

4 Year Comparison	Current Year		History		4 Year Graph		History Graph	
Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	5,000.00		10,000.00		10,000.00		15,000.00	
Transfers In	28,702.00		6,373.00		16,597.00		.00	
Transfers Out	.00		.00		-16,597.00		.00	
Revised Budget	33,702.00		16,373.00		10,000.00		15,000.00	
Actual (Memo)	22,947.24		12,567.75		3,626.64		440.00	
Encumbrances	.00		.00		.00		2,252.50	
Requisitions	.00						.00	
Available	10,754.76		3,805.25		6,373.36		12,307.50	
Percent used	68.09		76.76		36.27		17.95	

Account

Fund221EMRG SVC

Org2210181FIR SS SR

Object560500OS Transp

Project

Acct221-15-20-2100-181-00-000-560500-

Acct nameOut of State Transportation

TypeExpense

Rollup

Sub-Rollup

☐ MultiYr Fund

StatusActive

Account Notes

- 4 Year Comparison
- Current Year
- History
- 4 Year Graph
- History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	25,000.00		35,000.00		35,000.00		.00	
Transfers In	34,164.00		15,619.00		20,352.00		.00	
Transfers Out	-25,000.00		.00		-20,352.00		.00	
Revised Budget	34,164.00		50,619.00		35,000.00		.00	
Actual (Memo)	13,048.35		16,454.04		19,380.24		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	21,115.65		34,164.96		15,619.76		.00	
Percent used	38.19		32.51		55.37		.00	

Account

Fund221EMRGSVC

Org2210181FIR SS SR

Object560700Registratr

Project

Acct221-15-20-2100-181-00-000-560700-

Acct nameRegistration

TypeExpense

Rollup

Sub-Rollup

☐ MultiYr Fund

StatusActive

Account Notes

- 4 Year Comparison
- Current Year
- History
- 4 Year Graph
- History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	50,000.00		70,000.00		70,000.00		70,000.00	
Transfers In	44,804.00		20,000.00		31,524.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	94,804.00		90,000.00		101,524.00		70,000.00	
Actual (Memo)	63,944.22		61,922.74		28,675.45		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	30,859.78		28,077.26		72,848.55		70,000.00	
Percent used	67.45		68.80		28.24		.00	

Account

Fund221EMRG SVC

Org2210181FIR SS SR

Object570500Eqp&MchnNE

Project

Acct221-15-20-2100-181-00-000-570500-

Acct nameEquipmnt & Machinery NonExempt

TypeExpense

Rollup

Sub-Rollup

StatusActive

Account Notes

☐ MultiYr Fund

4 Year Comparison

Current YearHistory4 Year GraphHistory Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	.00		.00		.00		.00	
Transfers In	255,195.00		250,000.00		82,900.00		.00	
Transfers Out	-135,195.00		.00		.00		.00	
Revised Budget	120,000.00		250,000.00		82,900.00		.00	
Actual (Memo)	11,700.00		250,000.00		61,899.95		.00	
Encumbrances	14,247.00		.00		.00		.00	
Requisitions	.00						.00	
Available	94,053.00		.00		21,000.05		.00	
Percent used	21.62		100.00		74.67		.00	

Account

Fund

221

EMRG SVC

Org

2210181

FIR SS SR

Object

570950

Vhcl < 1.5

Project

Acct

221-15-20-2100-181-00-000-570950-

Acct name

Vehicles < 1.5 Tons

Account Notes

Type

Expense

Status

Active

Rollup

Sub-Rollup

☐ MultiYr Fund

4 Year Comparison

- Current Year
- History
- 4 Year Graph
- History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	280,000.00		220,000.00		540,000.00		375,000.00	
Transfers In	144,605.00		268,000.00		83,823.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	424,605.00		488,000.00		623,823.00		375,000.00	
Actual (Memo)	424,604.68		437,195.00		622,717.74		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	.32		50,805.00		1,105.26		375,000.00	
Percent used	100.00		89.59		99.82		.00	

Account

Fund

221

EMRGSVC

Org

2210181

FIR SS SR

Object

571000

Vhcl > 1.5

Project

Acct

221-15-20-2100-181-00-000-571000-

Acct name

Vehicles > 1.5 Tons

Account Notes

Type

Expense

Status

Active

Rollup

Sub-Rollup

☐ MultiYr Fund

- 4 Year Comparison
- Current Year
- History
- 4 Year Graph
- History Graph

Yr/Per 2026/13	Fiscal Year 2026		Fiscal Year 2025		Fiscal Year 2024		Fiscal Year 2027	
Original Budget	380,000.00		320,000.00		.00		500,000.00	
Transfers In	2,909,543.00		.00		.00		.00	
Transfers Out	-348,995.00		.00		.00		.00	
Revised Budget	2,940,548.00		320,000.00		.00		500,000.00	
Actual (Memo)	1,235,238.00		.00		.00		.00	
Encumbrances	1,670,000.00		.00		.00		.00	
Requisitions	.00						.00	
Available	35,310.00		320,000.00		.00		500,000.00	
Percent used	98.80		.00		.00		.00	

Memo packet with PL and BAR -Acceptance of FY27 DHSEM Fire Protection Fund 08282026

Final Audit Report

2026-08-28

Created:	2026-08-28
By:	TONIETTE CANDELARIA MARTINEZ (tocandelariamartinez@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsUI7imawnbkbtPXm6LB7bykiUeK6476
Documents:	Memo packet with PL and BAR -Acceptance of FY27 DHSEM Fire Protection Fund 08282026.pdf (20 pages)
Number of Documents:	1
Document page count:	20
Number of supporting files:	0
Supporting files page count:	0

"Memo packet with PL and BAR -Acceptance of FY27 DHSEM Fire Protection Fund 08282026" History

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