THE CITY OF
SANTA FE

MEMORANDUM

DATE: October 15, 2026

TO: Governing Body, Finance Committee, and Public Works & Utilities Committee
Brian Moya, Interim City Manager BM
Monica Maestas, Finance Director
Andy Hopkins, Budget Officer

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

VIA: Toniette Candelaria Martinez, Fiscal Administrator TCM

SUBJECT: FY27 Fire Protection Fund (2210181) Budget Adjustment

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ITEM AND ISSUE:
The Santa Fe Fire Department (SFFD) requests approval of a Budget Amendment Resolution (BAR) to reduce the amounts budgeted in Fund 2210181 in SFFD's original FY27 budget to accurately reflect the approved budget and available funding.

BACKGROUND AND SUMMARY:
Each fiscal year, the New Mexico Department of Homeland Security and Emergency Management (NM DHSEM) distributes Fire Protection Fund allocations to eligible fire departments based on revenues received by the State of New Mexico Fire Protection Fund.

For FY27, SFFD received a Fire Protection Fund grant award totaling $1,627,372. During the City's FY27 budget hearings, $1,500,000 was approved for SFFD's budget. The associated agenda item, Item No. 26-0383, was approved by the Governing Body on September 9, 2026.

However, the associated BAR was not approved by the Budget Officer, and the State Fire Protection Fund was subsequently identified as being overbudgeted by approximately $3.1 million. The requested adjustment is intended to correct the FY27 budget by reducing the amounts budgeted in Fund 2210181 in SFFD's original budget.

ACTION REQUESTED:
SFFD requests approval of the attached BAR to reduce the amounts budgeted in Fund 2210181 in the original FY27 SFFD budget and align the budget with the appropriate funding allocation.

ATTACHMENTS:
1. NM DHSEM Award Notification Letter
2. Budget Amendment Resolution (BAR)

Invoice No: **762026 FY27 1st Distribution**

Item #26-0383

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 15 th 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 30tn 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,

Randy J Varela

Randy Varela
State Fire Marshal

Cc: Mayor of SANTA FE FIRE DEPT.

IN WITNESS WHEREOF, the City of Santa Fe has executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

BRIAN MOYA

BRIAN MOYA, INTERIM CITY MANAGER

DATE: 09/15/2026

ATTEST:

GERALYN CARDENAS, CITY CLERK

GB MTG 09/09/2026

CITY ATTORNEY'S OFFICE:

FRANK RUYBALID, ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

MONICA MAESTAS, FINANCE DIRECTOR

Log # *{Finance use only}*:	
Journal # *{Finance use only}*:	

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

DEPARTMENT / DIVISION NAME	DATE
200 - Fire Department	10/15/2026

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
Rep and Maint Build/Struct	2210181	520100	NA		(60,000)
Operating Supplies	2210181	530200	NA		(300,000)
Safety Supplies	2210181	530300	NA		(450,000)
Out of State Per Diem	2210181	560200	NA		(30,000)
In State Per Diem	2210181	560250	NA		(15,000)
Registration	2210181	560700	NA		(70,000)
Vehicles < 1.5	2210181	570950	NA		(375,000)
Vehicles > 1.5	2210181	571000	NA		(500,000)
REVENUES				*{enter as negative #}*	*{enter as positive #}*
NM Public Regulation Comm	2210181	490285	NA		1,500,000
				$ -	$ (300,000)

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

Reduce all the amounts from original budget with no PL code, as outlined in Andy's 9/24/2026 email, *attached…*

{Complete section below if BAR results in a net change to ANY Fund}

Fund(s) Affected	Fund Balance Increase/(Decrease)
221	300,000
TOTAL:	**300,000**

TONIETTE CANDELARIA MARTINEZ
Toniette Candelaria Martinez 10/15/2026
Prepared By *{print name}* Date

MARIO RISSO (Oct 16, 2026 10:47:48 MDT)
Division Director Signature *{optional}* Date

SCOTT OUDERKIRK (Oct 16, 2026 10:54:32 MDT)
Department Director Signature Date

{Use this form for Finance Committee/ City Council agenda items ONLY}

CITY COUNCIL APPROVAL

City Council Approval Date

Agenda Item #:

Andrew J. Hopkins
Budget Officer Date

Finance Director *{≤ $5,000}* Date

BRIAN MOYA
City Manager *{≤ $60,000}* Date

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-520100-			
Org	2210181	FIR SS SR	Acct name	Rep and Maint Build/Struct		Account Notes	
Object	520100	R&M B/S	Type	Expense	Status	Active	
Project			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	7,424.00	75,012.00	75,012.00	60,000.00
Transfers In	142,851.00	125,573.00	.00	49,404.00
Transfers Out	.00	-30,000.00	.00	.00
Revised Budget	150,275.00	170,585.00	75,012.00	109,404.00
Actual (Memo)	92,962.15	78,949.12	7,423.44	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	57,312.85	91,635.88	67,588.56	109,404.00
Percent used	61.86	46.28	9.90	.00

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-530200-			
Org	2210181	FIR SS SR	Acct name	Operating Supplies		Account Notes	
Object	530200	Oper Spl	Type	Expense	Status	Active	
Project			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	93,700.00	75,000.00	75,000.00	300,000.00
Transfers In	378,815.00	72,877.00	141,647.00	157,869.00
Transfers Out	-79,348.00	.00	.00	.00
Revised Budget	393,167.00	147,877.00	216,647.00	457,869.00
Actual (Memo)	235,297.81	73,280.81	164,297.30	.00
Encumbrances	.00	.00	.00	16,355.81
Requisitions	.00			.00
Available	157,869.19	74,596.19	52,349.70	441,513.19
Percent used	59.85	49.56	75.84	3.57

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-530300-	
Org	2210181	FIR SS SR	Acct name	Safety Supplies	Account Notes
Object	530300	Safety Spl	Type	Expense	Status: Active
Project			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	134,171.00	80,000.00	80,000.00	450,000.00
Transfers In	261,490.00	.00	152,741.00	252,585.00
Transfers Out	.00	.00	-50,900.00	.00
Revised Budget	395,661.00	80,000.00	181,841.00	702,585.00
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	702,585.00
Percent used	36.16	103.57	88.71	.00

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-560200-			
Org	2210181	FIR SS SR	Acct name	Out of State Per Diem		Account Notes	
Object	560200	OS PerDiem	Type	Expense	Status	Active	
Project			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	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	4,189.47
Encumbrances	.00	.00	.00	558.83
Requisitions	.00			.00
Available	18,860.84	46,656.80	34,965.99	25,251.70
Percent used	54.72	15.12	12.59	15.83

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-560250-			
Org	2210181	FIR SS SR	Acct name	In State Per Diem		Account Notes	
Object	560250	IS PerDiem	Type	Expense	Status	Active	
Project			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	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	7,174.45
Encumbrances	.00	.00	.00	249.37
Requisitions	.00			.00
Available	10,754.76	3,805.25	6,373.36	7,576.18
Percent used	68.09	76.76	36.27	49.49

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-560700-			
Org	2210181	FIR SS SR	Acct name	Registration		Account Notes	
Object	560700	Registratn	Type	Expense	Status	Active	
Project			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	50,000.00	70,000.00	70,000.00	70,000.00
Transfers In	44,804.00	20,000.00	31,524.00	21,728.00
Transfers Out	.00	.00	.00	-20,000.00
Revised Budget	94,804.00	90,000.00	101,524.00	71,728.00
Actual (Memo)	63,944.22	61,922.74	28,675.45	2,012.93
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	30,859.78	28,077.26	72,848.55	69,715.07
Percent used	67.45	68.80	28.24	2.81

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-570950-			
Org	2210181	FIR SS SR	Acct name	Vehicles < 1.5 Tons		Account Notes	
Object	570950	Vhcl < 1.5	Type	Expense	Status	Active	
Project			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	226,546.28
Requisitions	.00			.00
Available	.32	50,805.00	1,105.26	148,453.72
Percent used	100.00	89.59	99.82	60.41

Account

Fund	221	EMRGSVC	Acct	221-15-20-2100-181-00-000-571000-	
Org	2210181	FIR SS SR	Acct name	Vehicles > 1.5 Tons	Account Notes
Object	571000	Vhcl > 1.5	Type	Expense	Status Active
Project			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	1,705,310.00
Transfers Out	-348,995.00	.00	.00	.00
Revised Budget	2,940,548.00	320,000.00	.00	2,205,310.00
Actual (Memo)	1,235,238.00	.00	.00	1,670,000.00
Encumbrances	1,670,000.00	.00	.00	-1,670,000.00
Requisitions	.00			.00
Available	35,310.00	320,000.00	.00	2,205,310.00
Percent used	98.80	.00	.00	.00

Memo packet_BAR Reducing 1.5M in Revenue FY27 Original Budget re Fire Protection Fund 2210181

Final Audit Report 2026-10-17

Created:	2026-10-16
By:	TONIETTE CANDELARIA MARTINEZ (tocandelariamartinez@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAkJQk_R8YNYk92LJ5ADj_pgc-ce-UlgDu
Documents:	Memo packet_BAR Reducing 1.5M in Revenue FY27 Original Budget re Fire Protection Fund 2210181.pdf (14 pages)
Number of Documents:	1
Document page count:	14
Number of supporting files:	0
Supporting files page count:	0

"Memo packet_BAR Reducing 1.5M in Revenue FY27 Original Budget re Fire Protection Fund 2210181" History

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Agreement completed.

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