CITY OF SANTA FE

Date: October 23, 2026

To: Governing Body
Finance Committee
Quality of Life Committee

Via: Ben Valdez, Interim Chief of Police B. Valdez (Oct 25, 2026 00:19:50 MDT)
Amanda Montano, Deputy Chief of Police Amanda Montano (Oct 24, 2026 20:26:17 MDT)

From: Erik Ramirez, Captain

Subject: ENDWI Grant Agreement/BAR

Vendor Name: New Mexico Department of Transportation

Vendor Number: 7177

ITEM AND ISSUE:
Request for approval of a Grant Agreement with the New Mexico Department of Transportation to Fund the End Driving While Impaired (ENDWI) Project, Buckle Up (BKLUP)/Click it or Ticket (CIOT) Project, Distracted Driving (DD) Project, and Selective Traffic Enforcement Program (STEP)/Summer Enforcement Period Project in the Total Amount of $88,105 through September 30, 2027. (Erik Ramirez, Police Captain: emramirez@santafenm.gov)

1. Request for Approval of a Budget Adjustment Resolution in the Total Amount of $88,105 from the NM Department of Transportation Fund – State Grants to the Police Overtime Fund.

Action Requested: Approval of Agreement and BAR

BACKGROUND AND SUMMARY:
The attached project award to the City of Santa Fe Police Department is from the New Mexico Department of Transportation and does not require matching funds from the City of Santa Fe. The project funds reimburse the City of Santa Fe Police Department for eligible expenses required to conduct projects aimed at reducing traffic-related injuries and deaths. End Driving While Impaired (ENDWI) Project # 07-AL-64-090 for $43,312 will allow officers to conduct sobriety checkpoints and DWI directed enforcement patrols in high crash locations identified in data compiled by local, state, or federal government agencies and included in the City's Operational Plan. Buckle Up (BKLUP)/Click it or Ticket (CIOT) Project # 07-OP-05b-090 for $9,198 is to conduct occupant protection directed enforcement patrols in high crash locations. Selective Traffic Enforcement Program (STEP) Project # 07-PT-02-090 for $30,303 is to conduct directed enforcement patrols in high crash locations identified in data compiled by local, state, or federal government agencies and the City's Operational Plan. Distracted Driving Project # 07-DD-05e-090 for $5,292 provides funding for high visibility enforcement campaigns to reduce distracted driving.

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: ANITA MEDINA ANITA MEDINA (Oct 28, 2026 14:37:00 MDT) **Date:** 10/28/2026
Comment/Exceptions: Reviewed 10/28/2026

Grant ☒**Yes** | ☐ **No**
Grant #: S2721, S2722, S2723, S2634
Grant Manager/Accounting Officer Approval: ERIKA LUJAN ERIKA LUJAN (Oct 27, 2026 15:12:26 MDT) **Date:** 10/27/2026
Comment/Exceptions: _____

Project ☒**Yes** | ☐ **No**
Project Ledger #: POL2422306, POL2422307, POL2422308, POL2422302

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**
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:
Agreement
Project Ledger Forms
Budget Amendment Resolution (BAR)

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

New Mexico DEPARTMENT OF TRANSPORTATION
MOBILITY FOR EVERYONE

MEMORANDUM

Date: September 1, 2026

To: David D. Quintana P.E., Acting Cabinet Secretary

Through: Shannon Glendenning, Director, Traffic Safety Division — DocuSigned by: Shannon Glendenning DE0D3FFF3B06491...

Through: Amber Sanchez, Staff Manager — Signed by: Amber Sanchez 96053378AB0A49E...

From: John Vargas, Program Manager

Subject: Letter of Justification for Grant Agreement between the New Mexico Department of Transportation Traffic Safety Division and City of Santa Fe

1. TSD Program Manager John Varags Phone # 505-231-6784 will oversee the project(s).

2. The Consolidated Agreement provides funding to City of Santa Fe to conduct the following project(s) and activities as shown below.
   - ENDWI – $43,312.00 (Fed 164)
     The ENDWI program funds overtime enforcement for Driving While Impaired (DWI) checkpoint and DWI directed patrol program. Funds are used to maintain the program, as funding allows, and to expand the program in areas of the State with high rates of DWI.
   - BKLUP -$9,198.00 (Fed 405b)
     The BKLUP program funds overtime for law enforcement agencies to conduct safety belt and child restraint/ booster seat use activities to increase in occupant protection use in New Mexico.
   - STEP –$30,303.00 (Fed 402)
     Provides funding for sustained enforcement program to target specific traffic problems such as speed, DWI, aggressive driving, distracted and reckless driving, fatigue/ drowsy driving, occupant protection, and crashes involving pedestrians and bicyclists. Participating agencies include local law enforcement.
   - Distracted Driving - $ 5,292.00 (Fed 405e)
     Provides funding for high visibility enforcement campaigns to reduce distracted driving.

3. The agreement will be effective from date of last signature to 9/30/2027.

4. Scopes of work, including deliverables, are provided in the applicable exhibits attached to the agreement below.

5. The agreement is Exempt from the procurement as it is with another government agency, (per NMSA 1978 Section 13-1-98, et seq.)

Michelle Lujan Grisham
Governor

David D. Quintana, P.E.
Acting Cabinet Secretary

Commissioners

John McElroy
Commissioner
District 1

Debra P. Hicks
Commissioner
District 2

Hilma E. Chynoweth
Commissioner, Vice Chairman
District 3

Walter G. Adams
Commissioner, Chairman
District 4

Thomas C. Taylor
Commissioner
District 5

Anthony K. Tanner
Commissioner
District 6

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New Mexico DEPARTMENT OF TRANSPORTATION
MOBILITY FOR EVERYONE

September 1, 2026

Santa Fe Police Department
Sergeant Denis Mares
2515 Camino Entrada
Santa Fe, NM 87505

RE: Project Agreement

Dear Coordinator:

Enclosed is the project agreement for the federal fiscal year 2027-2029. This letter contains information required to meet Federal Funding Accountability and Transparency Act (FFATA) and 2 CFR Part 200 requirements. Please provide a copy of this letter to the person responsible for meeting those requirements at your City, County, Town, State, or Tribal agency. The following table contains the information necessary to meet these requirements.

Project Number	Funding Source	CFDA #	FAIN	Amount
07-AL-64-090	IIJA 164 Transfer Funds	20.608	69A37526300001640NMA	$43,312.00
07-OP-05b-090	IIJA 405b OP High/Low	20.691	69A3752630000405BNMH	$9,198.00
07-PT-02-090	IIJA NHTSA 402	20.600	69A37526300004020NM0	$30,303.00
07-DD-05e-090	IIJA 405e Distracted Driving	20.616	69A3752630000405ENML	$5,292.00

2 CFR Subpart F 200.500-521
(a) Audit required. A non-Federal entity that expends $1,000,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

(b) Single audit. A non-Federal entity that expends $1,000,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

(c) *Program-specific audit election.* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.

Michelle Lujan Grisham
Governor

David D. Quintana, P.E.
Acting Cabinet Secretary

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New Mexico DEPARTMENT OF TRANSPORTATION
MOBILITY FOR EVERYONE

(d) Exemption when Federal awards expended are less than $1,000,000. A non-Federal entity that expends less than $1,000,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503.

Records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

If expenditure's is less than $1,000,000 during your agency's fiscal year 2026, please submit a statement to the Traffic Safety Division at the address listed on this letterhead. The Statement should read, "We did not meet the $1,000,000 expenditure threshold and therefore we are not required to have a single audit performed for FY {26}."

Your agency must submit copies of audits and review reports associated with this grant agreement to the Department for informational purposes if requested regardless of whether the criteria for audit or review are met.

Operational Plan
Your agency is required to develop an operational plan to include a jurisdiction-specific performance goal, problem statement, problem identification, and basic crash data upon which the project is based. Performance goals should be specific, measurable, action-oriented, realistic, and time-bound.

Performance Indicators
The Department has implemented performance indicators on Department funded law enforcement projects. The performance indicators are as follows:
ENDWI Large (Population above 100,000) – 1 DWI in 28 hours
BKLUP 1 seat belt or child restraint citation for every 2 hours of enforcement worked.
STEP 2 citations or warnings for every hour of enforcement worked.

At no time does the New Mexico Department of Transportation require an individual officer to issue a specific number of citations during an enforcement period.

We look forward to working with you to prevent injuries and fatalities on New Mexico's roads. Thank you for your cooperation.

Sincerely,

DocuSigned by:
Shannon Glendenning
DE0D3FFF3B06491...

Shannon Glendenning, Director
Traffic Safety Division

Enclosure

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

CONTRACT NUMBER:_____
UNIQUE ENTITY IDENTIFIER: QLN2YKMMJ8X6
SUPPLIER: 0000054360

GRANT AGREEMENT

This Grant Agreement (**Agreement**) is between the New Mexico Department of Transportation (**Department**) and City of Santa Fe (**Grantee**), collectively referred to as the "parties." This Agreement is effective as of the date of the last party to sign it on the signature page below. The Department and the Grantee agree as follows:

1. **Award.** The Department hereby awards the Grantee funding for the following projects:
   a. End Driving While Impaired (**ENDWI**), Project No.07-AL-64-090, $43,312.00;
   b. Buckle Up (**BKLUP**)/Click It or Ticket (**CIOT**), Project No.07-OP-05b-090, $9,198.00;
   c. Selective Traffic Enforcement Program (**STEP**), Project No.07-PT-02-090, $30,303.00;
   d. Distracted Driving, Project No. 07-DD-05e-090, $5,292.00;

   e. Total Funding awarded per this Agreement $88,105.00;

2. **Scope of Work.** The Grantee shall perform the professional services stated in the following exhibit(s): **Exhibit A** - ENDWI; **Exhibit B** - BKLUP/CIOT; **Exhibit C** – STEP, **Exhibit D** – Distracted Driving. The Definitions and Goals for each Exhibit may be updated or modified by the Department for each fiscal year that this Agreement to reflect any new program dates or Goals. Any such updates or revisions will be available at the Department's website and will be provided to the Grantee as part of any Notice to Proceed (NTP) provided by Section 3 below.

3. **Payment.** To be reimbursed for eligible expenses, the Grantee must submit timely and properly prepared reimbursement requests as provided in the Department's Electronic Grant Management System and the Traffic Safety Division Policies and Procedures Manual as directed by the Department. The Grantee acknowledges that the Department will not pay for any expenses incurred prior to prior to the issuance of a Notice to Proceed ("NTP") by the Department authorizing work, after termination of the Agreement, after Grantee receives a stop work notice from the Department, or in excess of the amount of the award noted in Section 1. The Grantee must submit its final reimbursement request no later than forty-five (45) calendar days after termination of this Agreement, unless otherwise approved by the Department. The Department will provide a new NTP for each fiscal year in which this Agreement is effective.

4. **Records and Audit.** The Grantee shall strictly account for all receipts and disbursements related to this Agreement. The Grantee shall record costs incurred, services rendered, and payment received. The Grantee shall record costs incurred, services rendered, and payment received and shall maintain these financial records during the term of this Agreement and for three (3) years from the date of submission of the final reimbursement request pursuant to 2 CFR Section 200.334 and 1.21.2 NMAC. On request, the Grantee shall provide the financial records to the Department and the state auditor, and shall allow the Department and the state auditor to inspect or audit these financial records during business hours at the Grantee's principal office during the term of this Agreement and for three (3) years from the date of submission of the final reimbursement request. If the financial records provided by the Grantee are insufficient to support an audit by customary accounting practices, the Grantee shall reimburse the Department for any expense incurred related to the insufficient documentation within thirty (30) calendar days of written notice from the Department.

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If an audit or inspection reveals that funds were used for expenses not directly related to the project or were used inappropriately, or that payments were excessive or otherwise erroneous, the Grantee shall reimburse the Department for those funds or payments within thirty (30) calendar days of written notice.

5. **Officials Not to Benefit.** The parties intend that no member of the New Mexico legislature or the United States Congress, or any public official, public employee or tribal council member, in that person's individual capacity, will benefit from this Agreement.

6. **Termination.** The Department may terminate this Agreement for any reason, by giving the Grantee thirty (30) calendar days written notice. On receipt of a "Notice of Cancellation," the Grantee shall suspend work unless otherwise directed by the Department in writing. The Grantee may only terminate this Agreement based on the Department's uncured, material breach of the Agreement and by giving the Department thirty (30) calendar days written notice. The parties acknowledge that termination will not nullify obligations incurred prior to termination and any obligations intended to survive termination of the Agreement, including but not limited to Section 4 and Section 11.

7. **Appropriations.** The Grantee acknowledges that:

   a. this Agreement is contingent upon sufficient appropriations and authorizations being made by the Congress of the United States or the New Mexico state legislature;
   b. if sufficient appropriations and authorizations are not made, this Agreement will terminate upon written notice by the Department to the Grantee; and
   c. the Department will not authorize the expenditure of funds by the Grantee until appropriate funds are encumbered and the Department's determination as to whether approval has been granted will be final.

8. **Compliance with Law.** The Grantee, its employees, agents and contractors, shall comply with the following:

   a. Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act of 1990, the ADA Amendments Act of 2008, the Environmental Justice Act of 1994, the Civil Rights Restoration Act of 1987, and 49 C.F.R. Section 21;
   b. all applicable federal and state laws, rules, regulations, and executive orders pertaining to equal employment opportunity, including the Human Rights Act, NMSA 1978, Sections 28-1-1 through 28-1-15, and in accordance with such, the Grantee states that no person, on the grounds of race, religion, national origin, sex, sexual orientation, gender identity, spousal affiliation, serious medical condition, age, disability, or other protected class will be excluded from employment with or participation in, denied the benefits of, or otherwise subjected to, discrimination in any activity performed under this Agreement; if the Grantee is found to be in violation of any of these requirements, the Grantee shall take prompt and appropriate steps to correct such violation, subject to Section 6 above;
   c. state laws applicable to workers compensation benefits for the Grantee's employees, including the Workers' Compensation Act, NMSA 1978, Sections 52-1-1 through 52-1-70, and related rules;
   d. 2 C.F.R. 200, Subpart F - Audit Requirements, Sections 200.500 - 200.521; and
   e. those sections in Appendix A to Part 1300 labeled "applies to subrecipients as well as states."

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9. **Notices.** For a notice under this Agreement to be valid, it must be in writing; be delivered by hand, registered or certified mail postage prepaid, or email; and be addressed as follows:

to the Department at:	to the Grantee at:
New Mexico Dept. of Transportation	Santa Fe, City of
Attn: Traffic Safety Division	Attn: Sergeant Denis Mares
P.O. Box 1149	2515 Camino Entrada
Santa Fe, NM 87504-1149	Santa Fe, NM 87505

10. **Severability**. The terms of this Agreement are lawful; performance of all duties and obligations shall conform with and do not contravene any state, local, or federal statute, regulation, rule, or ordinance. The parties intend that if any provision of this Agreement is held to be unenforceable, the rest of the Agreement will remain in effect as written.

11. **Liability.** Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with the Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1, *et seq.*, as amended, and any other applicable law. This section is intended only to define the liabilities between the parties, and it is not intended to modify in any way, the parties' liabilities as governed by law.

12. **Project Responsibility.** The Grantee acknowledges that it bears sole responsibility for performing the services referred to in Section 2.

13. **Term.** This Agreement takes effect as of the date the last party to sign it on the signature page below. The grantee may not start work until directed to by the Department. The Agreement terminates on September 30, 2027, unless earlier terminated as provided in Section 6 or Section 7.

14. **Applicable Law.** The laws of the state of New Mexico, without giving effect to its choice of law provisions, govern all adversarial proceedings arising out of this Agreement.

15. **Jurisdiction and Venue.** The Grantee acknowledges the jurisdiction of the courts of the state of New Mexico for any adversarial proceeding arising out of this Agreement, and that venue for any such proceeding will be in the First Judicial District Court for the county of Santa Fe, New Mexico.

16. **No Third-party Beneficiary**. This Agreement does not confer any rights or remedies on anyone other than the parties.

17. **Scope of Agreement and Merger.** This Agreement incorporates all the agreements, covenants, and understanding between the parties concerning the subject matter of this Agreement. No prior agreements or understandings, verbal or otherwise, of the parties or their agents will be valid unless included in this Agreement.

18. **Disadvantaged Business Enterprise.** The following provision applies to a USDOT-assisted federally funded agreement only. The recipient shall not discriminate on the basis of race, color, national

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origin, sex, or other protected class in the award and performance of any USDOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the USDOT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

19. **Amendment.** No amendment of this Agreement will be effective unless it is in writing and signed by the parties.

The remainder of this page is intentionally left blank.

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Each party is signing this Agreement on the date stated opposite that party's signature. This Agreement is effective as of the date of the last party to sign it on the signature page below.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By: _____ Date: _____
Cabinet Secretary or Designee

SANTA FE, CITY OF

By: _____ Date: _____

Title: _____

Approved as to form and legal sufficiency.

By: Signed by: Samuel Roybal 57D9FC4FE09B464... Date: 09/11/26
Assistant General Counsel
Department of Transportation

Approved as to form and legal sufficiency.

By: Christopher W. Ryan Christopher W. Ryan (Oct 6, 2026 09:02:44 MDT) Date: 10/06/2026
Counsel for Santa Fe, City of

ATTESTATION FOR CITY OF SANTA FE:

By: _____ Date: _____
Geralyn Cardenas, City Clerk

Approved for Finance:

By: _____ Date: _____
Monica Maestas, Finance Director

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Exhibit A: Scope of Work, Training, Reimbursement and Reporting

END DRIVING WHILE IMPAIRED (ENDWI) Project Number: 07-AL-64-090

1. **Scope of Work.** The Grantee shall conduct sobriety checkpoints (SCs) and DWI directed enforcement patrols (DDEPs) in high crash locations, identified in data compiled by local, state, or federal government agencies, included in the Grantee's Operational Plan, and as negotiated between the Department and the Grantee. The Department encourages the Grantee to accompany SCs and DDEPs with public information, media, and educational activities. SCs must be scheduled to be staffed by at least five (5) officers as required by *City of Las Cruces v. Bentancourt, 1987-NMCA-039*, and must last a minimum of four (4) hours. The number of officers staffing an SC must meet the amount required by *Bentancourt* but not exceed the number detailed in the Grantee's Operational Plan. If the SC is not staffed with the minimum number of officers or was not conducted for the minimum number of hours, the Grantee must submit a justification with the invoice for these services. The Department may deny the claimfor SCs based on the justification. DDEPs must deploy officers in high crash locations consistent with the enforcement plan. If the DDEPs were conducted in areas not consistent with the enforcement plan, the Grantee must submit a justification with the invoice for these services. The Department may deny the invoice for DDEPs based on the justification. The Grantee is encouraged to schedule SCs and DDEPs throughout the grant period with a focus on participating during the high-visiblity enforcement activitied identified below.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

   "Agency Coordinator" means the person assigned by the Grantee to assume direct responsibility for administering all phases of the Agreement.

   "Directed Enforcement Patrols" means activities that enforce traffic laws in areas consistent with the agency's operational plan.

   "Operational Plan" means a plan based on the most current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current traffic safety trends.

   "Winter Holidays Superblitz Period" means November 14, 2026 to January 1, 2027.

   "Spring Superblitz Period- Put the Phone Away or Pay" means April 5 to April 12,2027.

   "National Occupant Protection Mobilization Click It Or Ticket Period" means May 17 to June 6,2027

   "National DWI Mobilization Period- Drive Sober or Get Pulled Over" means August 11 to September 5, 2027.

3. **Training and Qualifications.** The Agency Coordinator must attend the Department's Law Enforcement Coordinators symposium and other Department training as required. The Grantee shall notify the Department of any changes to its Agency Coordinator as soon as possible. The Grantee's participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in Section 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

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4. **Reimbursement.** The Department will pay the Grantee for the actual cost paid to personnel that worked the SCs and DDEPs. Claims for payment must specify officers' actual hourly rate of overtime pay based on the Grantee's overtime policy; the Department will not pay any amount in excess of that rate or for any amount that is not above and beyond the officers normal duties. At minimum, the Grantee should submit monthly claims no later than th 10th of each month during this Agreement period. The final claim shall be submitted no later than October 31st of the applicable fiscal year of each NTP issued by the Department. If the final claim is submitted after October 31st , the claim must be accompanied by a justification letter. The Department may deny the claim.

   Each claim must be on a form approved by the Department. The Department will pay the Grantee for the following:

   a. claims submitted by the 10th of each month; claims submitted after the 10th of each month will not be paid unless the Department directs the Grantee to submit on an alternate schedule;
   b. pay, including overtime, for officers conducting traffic safety DWI enforcement in areas consistent with the enforcement plan;
   c. pay, including overtime, for officers attendance at administrative license revocation hearings and court hearings directly related to DWI arrests made while participating in the ENDWI program;
   d. overtime costs for officers or authorized personnel to support activities directly related to the SCs and/or DDEPs conducted during the claim month. Authorized personnel may include dispatcher(s), transport personnel, and others as authorized by checkpoint supervisor or command staff. The Grantee can only claim up to ten percent (10%) of the total monthly claim amount;
   e. in-state travel and related expenses for officers to attend DWI related training approved by the Department in advance to be reimbursed in accordance with 2.42.2 NMAC; and
   f. the employer's portion of related FICA taxes for each reimbursed hour if payment of such is included as a provision in the agency's written policy, personnel rule, municipal or county resolution, union, or association contract, or other document submitted to and accepted by the Department.

5. **Reporting.** *The Grantee must submit activity reports by the 10th of each month using the activity report form provided unless otherwise directed by the Department.* Activity reports must include the type of activity and types of citations issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department and to the appropriate court in accordance with New Mexico law. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, Section 66-7-207. If the Grantee does not submit crash reports in accordance with NMSA 1978, Section 66-7-207, the Department may hold reimbursement claims until this provision is met.

6. **Funding.** The Department expects the funding source to be IIJA 164 Transfer Funds and the Catalog of Federal Domestic Assistance (CFDA) number to be 20.608. However, both funding source and CFDA number are subject to change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

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	FFY2027
Personal Services	$43,312.00
Contractual Services	$0.00
Commodities	$0.00
indirect	$0.00
Other	$0.00
TOTAL	$43,312.00
	FFY2028
Personal Services	$43,312.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$43,312.00
	FFY2029
Personal Services	$43,312.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$43,312.00

7. **Goals.** Projected annual and five-year average alcohol-impaired fatality data indicate declining numbers and rates of these fatalities from 2024 through 2029. The State's comprehensive set of proven countermeasure strategies and projects including ENDWI enforcement and media, law enforcement and prosecution support, supervised probation, drug courts, and court monitoring will assist the State in achieving reductions in these preventable fatalities. The State has set a 2027 five-year average benchmark of 132.5 alcohol-impaired fatalities and a 2029 five-year average target of 111.3 alcohol impaired fatalities.

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Exhibit B: Scope of Work, Training, Reimbursement and Reporting

BUCKLE UP (BKLUP) and CLICK IT OR TICKET (CIOT) Project Number: 07-OP-05b-090

1. **Scope of Work.** The Grantee shall conduct occupant protection directed enforcement patrols (ODEPs) in high crash locations identified in data compiled by local, state or federal government agencies and contained in the Grantee's Operational Plan. The Department encourages the Grantee to accompany the ODEPs with public information, media and educational activities. ODEPs must deploy officers in high crash locations consistent with the enforcement plan for occupant protection issues. If the ODEPs were conducted in areas not consistent with the enforcement plan, the Grantee must submit a justification with the invoice for these services. The Department may deny the claimfor ODEPs based on the justification. The Grantee is encouraged to schedule ODEPs throughout the grant period with a focus on participating during the high-visibilit enforcement activities identified below.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

   "Agency Coordinator" means the person assigned by the Grantee to assume direct responsibility for administering all phases of the Agreement.

   "Directed Enforcement Patrols" means activities that enforce traffic laws in areas consistent with the agency's operational plan.

   "Operational Plan" means a plan based on the most current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current trends.

   "Winter Holidays Superblitz Period" means November 14, 2026 to January 1, 2027.

   "Spring Superblitz Period- Put the Phone Away or Pay" means April 5 to April 12, 2027.

   "National Occupant Protection Mobilization Click It Or Ticket Period" means May 17 to June 6, 2027.

   "National DWI Mobilization Period" means August 11 to September 5, 2027.

3. **Training and Qualifications.** The Agency Coordinator must attend the Department's Law Enforcement Coordinators symposium and other Department training as required. The Grantee shall notify the Department of any changes to its Agency Coordinator as soon as possible. The Grantee's participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in Section 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

4. **Reimbursement.** The Department will pay the Grantee for the actual cost paid to personnel that worked ODEPs. Claims for payment must specify officers' actual hourly rate of overtime pay based on the Grantee's overtime policy; the Department will not pay any amount in excess of that rate or for any amount that is not above and beyond the officers normal duties. At minimum, the Grantee should submit montly claims no later than the 10th of each month during this Agreement period. The

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

final claim shall be submitted no later than October 31st of the applicable fiscal year of each NTP issued by the Department, on a form approved by the Department. If the final claim is submitted after October 31st, the claim must be accompanied by a justification letter. The Department may deny the claim.

The Department will pay the Grantee for the following:

a. claims submitted by the 10th of each month; claims submitted after the 10th of each month will not be paid unless the Department directs the Grantee to submit on an alternate schedule;
b. pay, including overtime, for officers conducting traffic safety occupant protection focused enforcement in areas consistent with the enforcement plan;
c. attendance at, and excess per diem for, operation safe kids training and the four-day NHTSA standardized child passenger safety training;
d. assistance at child safety seat clinics or car seat fitting stations; and
e. the employer's portion of related FICA taxes for each reimbursed hour if payment of such is included as a provision in the agency's written policy, personnel rule, municipal or county resolution, union, or association contract, or other document submitted to and accepted by the Department.

5. **Reporting.** *The Grantee must submit activity reports by the 10th of each month using the activity report form provided unless otherwise directed by the Department*. Activity reports must include the type of activity and types of citations issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department and to the appropriate court in accordance with New Mexico law. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, Section 66-7-207. If the Grantee does not submit crash reports in accordance with NMSA 1978, Section 66-7-207, the Department may hold reimbursement claims until this provision is met.

6. **Funding.** The Department expects the funding source to be IIJA 405b. However, the funding source is subject to change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

	FFY2027
Personal Services	$9,198.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$9,198.00

	FFY2028
Personal Services	$9,198.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

TOTAL	$9,198.00

	FFY2029
Personal Services	$9,198.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$9,198.00

7. Goals.

a. Projected annual and five-year average unrestrained vehicle occupant fatality data indicate declining numbers and rates of these fatalities from 2026 through 2029. Given the State's comprehensive set of proven countermeasure strategies and associated projects, including enforcement of primary seat belt and child restraint use laws, high-visibility media, and child safety seat distribution system, the State has set a 2027 five-year average benchmark of 131.2 unrestrained vehicle occupant fatalities, and a 2029 five-year average target of 119.8.

b. The State anticipates being able to maintain its seat belt use to at least 992.6 percent over the next three years.

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

Exhibit C: Scope of Work, Training, Reimbursement and Reporting

SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) and
SUMMER ENFORCEMENT PERIOD Project Number: 07-PT-02-090

1. **Scope of Work.** The Grantee shall conduct directed enforcement patrols (DEPs) in high crash locations identified in data compiled by local, state or federal government agencies and contained in the Grantee's Operational Plan. The Department encourages the Grantee to accompany the DEPs with public information, media and educational activities. DEPs must deploy officers in high crash locations consistent with the Operational Plan. If the DEPs were conducted in areas not consistent with the Operational Plan, the Grantee must submit a justification with the invoice for these services. The Department may deny the invoice for DEPs based on the justification. *The Grantee is encouraged to schedule DEPS through the grant period with a focus on participating during the Summer enforcement period which runs August 11, 2027 through September 5, 2027.*

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

   "Agency Coordinator" means the person assigned by the Grantee to assume direct responsibility for administering all phases of the Agreement.

   "Directed Enforcement Patrols" means activities that enforce traffic laws in areas consistent with the agency's operational plan.

   "Operational Plan" means a plan based on the most current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current trends.

3. **Training and Qualifications.** The Agency Coordinator must attend the Department's Law Enforcement Coordinators symposium and other Department training as required. The Grantee shall notify the Department of any changes to its Agency Coordinator as soon as possible. The Grantee's participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in Section 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

4. **Reimbursement.** The Department will pay the Grantee for the actual cost paid to personnel that worked DEPs. Claims for payment must specify officers' actual hourly rate of overtime pay based on the Grantee's overtime policy; the Department will not pay any amount in excess of that rate or for any amount that is not above and beyond the officers normal duties. At minimum, the Grantee should submit monthly claims no later than the 10th of each month during this Agreement period. The final claim shall be submitted no later than October 31st of the applicable fiscal year of each NTP issued by the Department on a form approved by the Department. If the final claim is submitted after October 31st, the claim must be accompanied by a justification letter. The Department may deny the claim.

   The Department will pay the Grantee for the following:

a. claims submitted by the 10th of each month; claims submitted after the tenth of each month will not be paid unless the Department directs the Grantee to submit on an alternate schedule;
b. Pay, including overtime pay, for officers conducting the traffic safety enforcement described in paragraph 1 of this **Exhibit C**;
c. training for officers as approved by the Department. Pay for travel and traffic safety related training; and
d. the employer's portion of related FICA taxes for each reimbursed hour if payment of such is included as a provision in the agency's written policy, personnel rule, municipal or county resolution, union, or association contract, or other document submitted to and accepted by the Department.

5. **Reporting.** *The Grantee must submit activity reports by the 10th of each month using the activity report form provided unless otherwise directed by the Department*. Activity reports must include the type of activity and types of citations issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department and to the appropriate court in accordance with New Mexico law. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, Section 66-7-207. If the Grantee does not submit crash reports in accordance with NMSA 1978, Section 66-7-207, the Department may hold reimbursement claims until this provision is met.

6. **Funding – STEP.** The Department expects the funding source to be IIJA NHTSA 402 and the Catalog of Federal Domestic Assistance (CFDA) number to be 20.600. However, both funding source and CFDA number are subject to change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

	FFY2027
Personal Services	$30.303.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$30,303.00
	FFY2028
Personal Services	$30,303.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$30,303.00
	FFY2029
Personal Services	$30,303.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$30,303.00

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

7. Goals.

a. Annual and five-year average speeding-related fatality data indicate consistent or declining numbers and rates of such fatalities from 2026 through 2029. The State's Police Traffic Services program is focused on all dangerous driving behaviors, including speeding. The proven countermeasure of high-visibility enforcement will support the State's efforts to reduce these fatalities by prioritizing identified high-risk community streets and roadways, and by providing support and training to law enforcement officers. The State has set a 2027 five-year average benchmark of 150.5 speeding-related fatalities, and a 2029 five-year average target of 137.4 speeding fatalities.

b. Annual and five-year average alcohol-impaired fatality data indicate declining numbers and rates of these fatalities from 2024 through 2029. The State's comprehensive set of proven countermeasure strategies and projects including ENDWI enforcement and media, law enforcement and prosecution support, supervised probation, drug courts and court monitoring will assist the State in achieving reductions in these preventable fatalities. The State has set a 2027 five-year average benchmark of 121.9 alcohol impaired fatalities, and a 2029 annual target of 111.3 alcohol-impaired fatalities.

c. Annual and five-year average unrestrained vehicle occupant fatality data indicate increasing numbers and rates of these fatalities from 2024 through 2029. Given the State's comprehensive set of proven countermeasure strategies and associated projects, including enforcement of primary seat belt and child restraint use laws, high-visibility media, and child safety seat distribution system, the State has set a 2025 five-year average target of 142.6 unrestrained vehicle occupant fatalities, and a 2029 target of 119.8 fatalities.

d. The State anticipates being able to maintain its seat belt use to at least 92.6 percent over the next three years. The State has set targets of 92.6 percent seat belt use in 2027, 2028 and 2029.

e. Projections of the five-year average of all traffic fatalities indicate consistent or declining fatalities from 457.2 in 2026 to 451.0 in 2029; however, the State has set a 2027 five-year benchmark of 420.6 fatalities, with reductions in 2029 to a benchmark of 384.0 fatalities.

f. Projections of the five-year average suspected serious injuries indicate increasing levels between 2026 to 2029. The State has set a 2027 five-year average benchmark of 1,163 serious injuries, with constant performance through 2029.

g. Projections of the five-year average of motorcyclist fatalities estimate increasing fatalities through 2029. The State's Motorcycle Safety Program project focused on Motorcyclist Rider Training includes highlighting dangerous driving behaviors, such as impaired driving and non-helmet driving or riding. NMDOT also supports motorcycle safety awareness, communications and outreach to both motorcyclists and other vehicle drivers. The State has set a 2027 five-year average target of 52.8 motorcyclist fatalities, with reductions each year through 2029.

h. Projected annual data for under-21 drivers in fatal crashes indicate an increase in these crashes. The State-funded Driver Education and Driver Safety Program aims to provide quality and comprehensive driver safety education throughout the State to novice drivers with the goal of reducing preventable fatalities. The State has set a 2027 five-year average benchmark of 58.0 under -21 fatal crashes, with reductions each year through 2029.

i. Pedestrian fatalities remain high. 2025 preliminary data indicate a slight decrease to 88, but projections for 2026-2029 predict a an return to higher fatalities. The State has set a 2027

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five-year benchmark of 90.2 pedestrian fatalities, with reductions each year through 2029.

j. 2025 bicyclist fatalities were at their highest level in a decade, with 14 bicyclist fatalities. The five-year average is projected to increase. The State has set a 2027 five-year average benchmark of 7.9 bicyclist fatalities, with reductions each year through 2029.

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

Exhibit D
Distracted Driving

Exhibit D: Scope of Work, Training, Reimbursement and Reporting

Distrated Driving Project Number: 07-DD-05e-090

1. **Scope of Work.**
The Grantee shall conduct distracted driving directed enforcement patrols (DDDEPs) in high crash locations identified in data compiled by local, state or federal government agencies and contained in the Grantee's Operational Plan. The Department encourages the Grantee to accompany the DDDEPs with public information, media and educational activities. DEPs must deploy officers in high crash locations consistent with the enforcement plan for distracted driving issues. If the DEPs were conducted in areas not consistent with the enforcement plan, the Grantee must submit a justification with the invoice for these services. The Department may deny the invoice for DEPs based on the justification. The Grantee is encouraged to schedule DEPs throughout the grant period with a focus on participating during the **"Spring Superblitz Period- Put the Phone Away or Pay"** for distracted driving.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

"Agency Coordinator" means the person assigned by the Grantee to assume direct responsibility for administering all phases of the Agreement.

"Directed Enforcement Patrols" means activities that enforce traffic laws in areas consistent with the agency's operational plan.

"Operational Plan" means a plan based on the most current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current trends.

"Spring Superblitz Period- Put the Phone Away or Pay" means April 5 to April 12, 2027.

3. **Training and Qualifications.** The Agency Coordinator must attend the Department's Law Enforcement Coordinators symposium and other Department training as required. The Grantee shall notify the Department of any changes to its Agency Coordinator as soon as possible. The Grantee's participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in Section 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

4. **Reimbursement.** The Department will pay the Grantee for the actual cost paid to personnel that worked the ,DEPs. Claims for payment must specify officers' actual hourly rate of overtime pay based

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

on the Grantee's overtime policy; the Department will not pay any amount in excess of that rate or for any amount that is not above and beyond the officers normal duties. At minimum, the Grantee should submit monthly claims no later than the 10th of each month during this Agreement period. The final claim shall be submitted no later than October 31st of the applicable fiscal year of each NTP issued by the Department. If the final claim is submitted after October 31st, the claim must be accompanied by a justification letter. The Department may deny the claim.

Each claim must be on a form approved by the Department. The Department will pay the Grantee for the following:

a. claims submitted by the 10th of each month; claims submitted after the 10th of each month will not be paid unless the Department directs the Grantee to submit on an alternate schedule;;
b. pay, including overtime, for officers conducting traffic safety DWI enforcement in areas consistent with the enforcement plan;
c. overtime costs for officers or authorized personnel to support activities directly related to the DEPs conducted during the claim month. Authorized personnel may include dispatcher(s), transport personnel, and others as authorized by checkpoint supervisor or command staff. The Grantee can only claim up to ten percent (10%) of the total monthly claim amount;
d. in-state travel and related expenses for officers to attend DWI related training approved by the Department in advance to be reimbursed in accordance with 2.42.2 NMAC; and
e. the employer's portion of related FICA taxes for each reimbursed hour if payment of such is included as a provision in the agency's written policy, personnel rule, municipal or county resolution, union, or association contract, or other document submitted to and accepted by the Department.

5. **Reporting.** *The Grantee must submit activity reports by the 10th of each month using the activity report form provided unless otherwise directed by the Department.* Activity reports must include the type of activity and types of citations issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department and to the appropriate court in accordance with New Mexico law. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, Section 66-7-207. If the Grantee does not submit crash reports in accordance with NMSA 1978, Section 66-7-207, the Department may hold reimbursement claims until this provision is met.

6. **Funding.** The Department expects the funding source to be IIJA 405e Funds and the Catalog of Federal Domestic Assistance (CFDA) number to be 20.616. However, both funding source and CFDA number are subject to change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

	FFY2027
Personal Services	$5,292.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$5,292.00
	FFY2028
Personal Services	$5,292.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$5,292.00
	FFY2029
Personal Services	$5,292.00
Contractual Services	$0.00
Commodities	$0.00
Indirect	$0.00
Other	$0.00
TOTAL	$5,292.00

7. **Goals.** Projected annual data indicate the increasing numners and rates of these fatalities through 2029. The State's Police Traffic Services projects of state-wide high-visibiliy distracted driving and speed enforcement will reach approximately 96% of the State's population, coupled with education and media activities with the anticipated outcome of reducing these fatalities. The State has set a 2029 annual target of 155.7 fatalities in distracted driving crashes.

Docusign Envelope ID: 384DD22B-6B76-80C1-8375-52179A0F31B2

New Mexico Traffic Safety Division Project Information Sheet

Contract Number:			
Government Unit:	City of Santa Fe		
FFY27 Contract term:	(-09-30-2027)		
Vendor Number:	0000054360	RFP? Y/N	N

Grantee Contact Info

Project Director and Title:	Sergeant Denis Mares		
Phone:	1-505-577-2405	E-mail:	dlmares@santafenm.gov
Agency Name:	Santa Fe Police Department		
Address:	2515 Camino Entrada		
City, State ZIP:	Santa Fe, NM 87505		

TSD Contact Info

Program Manager:	John Vargas	Phone:	505-231-6784
TSD Finance:	Stephanie Ortiz	Phone:	505-570-7305

Budget Breakdown

Funding	Project Number	Amount	Fund	Department Code	PO Number
164	07-AL-64-090	$43,312	10010	5000	
405b	07-OP-05b-090	$9,198	10010	5000	
402	07-PT-02-090	$30,303	10010	5000	
405e	07-DD-05e-090	$5,292	10010	5000	
	Total	**$88,105**			

PO Entered by TSD Finance:		Date:	
PO Approved by Contracts:		Date:	

Comments:

SKM_C551i26093019490 (1)

Final Audit Report 2026-10-06

Created:	2026-10-06
By:	MATTHEW HARDING (mrharding@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAATq07uh-2DhK7Nbfk7mppT7bPhCSoobYm
Documents:	SKM_C551i26093019490 (1).pdf (22 pages)
Number of Documents:	1
Document page count:	22
Number of supporting files:	0
Supporting files page count:	0

"SKM_C551i26093019490 (1)" History

Document created by MATTHEW HARDING (mrharding@santafenm.gov)
2026-10-06 - 2:34:04 PM GMT- IP address: 63.232.20.2

Document emailed to Chris Ryan (cwryan@santafenm.gov) for signature
2026-10-06 - 2:34:57 PM GMT

Email viewed by Chris Ryan (cwryan@santafenm.gov)
2026-10-06 - 3:02:11 PM GMT- IP address: 104.47.64.254

Signer Chris Ryan (cwryan@santafenm.gov) entered name at signing as Christopher W. Ryan
2026-10-06 - 3:02:42 PM GMT- IP address: 47.3.177.51

Document e-signed by Christopher W. Ryan (cwryan@santafenm.gov)
Signature Date: 2026-10-06 - 3:02:44 PM GMT - Time Source: server- IP address: 47.3.177.51 - Signature Appearance Selected: TYPE

Agreement completed.
2026-10-06 - 3:02:44 PM GMT

Powered by Adobe Acrobat Sign

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

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

DEPARTMENT / DIVISION NAME	DATE
Police/Adminsitration	10/23/2026

ITEM DESCRIPTION	ORG	OBJECT	PROJECT	INCREASE	DECREASE
EXPENDITURES				*{enter as positive #}*	*{enter as negative #}*
Overtime	2230315	501400	POL2422306	43,312	
Overtime	2230315	501400	POL2422307	9,198	
Overtime	2230315	501400	POL2422308	30,303	
Overtime	2230315	501400	POL2722302	5,292	
REVENUES				*{enter as negative #}*	*{enter as positive #}*
NM Dept of Transportation	2230315	490150	POL2422306	(43,312)	
	2230315	490150	POL2422307	(9,198)	
	2230315	490150	POL2422308	(30,303)	
	2230315	490150	POL2722302	(5,292)	
				$ -	$ -

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

To records NM Department of Transportation traffic projects: ENDWI $43,312;BKLUP/CIOT $9,198; STEP $30,303

and Distracted Driving (DD) $5,292. For a total of $88,105

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

AnnaMarie Trujillo — 10/23/2026
Prepared By *{print name}* — Date

Division Director Signature *{optional}* — Date

B. Valdez — 10/25/2026
B. Valdez (Oct 25, 2026 00:19:50 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 #:

ANITA MEDINA — 10/28/2026
ANITA MEDINA (Oct 28, 2026 14:37:00 MDT)
Budget Officer — Date

Finance Director *{≤ $5,000}* — Date

City Manager *{≤ $60,000}* — Date

City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form

Date of Request: 10/5/2026 PL UPDATED W FY27 FUNDS

Project Title: Traffic Enforcement Program (ENDWI) Prj #07-AL-64-090

Project Type: ☐ CIP ☑ Grant ☑ Internal Tracking

Project ID: POL2422306

Grant ID: S2721

Approved By: ERIKA LUJAN
ERIKA LUJAN (Oct 14, 2026 13:59:54 MDT)

(Finance Use Only)

Department: SFPD Project Manager: AnnaMarie Trujillo Ext: 5122

Project Date Range: Upon signature to 09/30/2027 ☐ Create Fixed Asset

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

Funding Source: NMDOT Grant Agree/State Rd Fund/FED P/T % of Funding: 100

MUNIS ORG: 2230315 MUNIS OBJ: 490150 Awarded Amount: $43,312.00

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 SALARY/OT MUNIS ORG: 2230315 MUNIS OBJ: 501400

Grants Only (list all grants if applicable):

Grantor Name: NMDOT AGREE-07 AL 64 090 ENDWI HAS IIJA 164 FED P/T FUNDS Awarded Amount: $43,312.00

AR Charge Code: 2230315.490150 ☑ Grant funds multiple projects (Complete a form for each project)

Grantor Id: 700000 Federal CFDA (if applicable): 20.608

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

City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form

Date of Request: 10/5/2026 UPDATED 10/9/26 ADD FY27 FUNDS

Project Title: Traffic Enforcement Program (BKLUP) Prj #07-OP-05b-090

Project Type: ☐ CIP ☑ Grant ☑ Internal Tracking

Project ID: POL2422307

Grant ID: S2722

Approved By: ERIKA LUJAN
ERIKA LUJAN (Oct 14, 2026 14:00:48 MDT)

(Finance Use Only)

Department: SFPD Project Manager: AnnaMarie Trujillo Ext: 5122

Project Date Range: Upon signature to 09/30/2027 ☐ Create Fixed Asset

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

Funding Source: NMDOTAgree/State Rd Fund/FED P/THRU IIJA 405b % of Funding: 100

MUNIS ORG: 2230315 MUNIS OBJ: 490150 Awarded Amount: $9,198.00

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 SALARY/OT MUNIS ORG: 2230315 MUNIS OBJ: 501400

Grants Only (list all grants if applicable):

Grantor Name: NMDOT Grant Agree. SRF/FED P.TRHU IIJA405b OP HIGH/LOW Awarded Amount: $9,198.00

AR Charge Code: 2230315.490150 ☑ Grant funds multiple projects (Complete a form for each project)

Grantor Id: 700000 Federal CFDA (if applicable): 20.691

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

City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form

Date of Request: 10/5/2026 UPDATED 10/9/26 ADD FY27 FUNDS

Project Title: Traffic Enforcement Program (STEP) Prj #07-PT-02-090

Project Type: ☐ CIP ☑ Grant ☑ Internal Tracking

Project ID: POL2422308

Grant ID: S2723

Approved By: ERIKA LUJAN (Oct 14, 2026 14:00:24 MDT)

(Finance Use Only)

Department: SFPD Project Manager: AnnaMarie Trujillo Ext: 5122

Project Date Range: Upon signature to 09/30/2027 ☐ Create Fixed Asset

---

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

Funding Source: NMDOT Agree/State Rd Fund/ FED IIJA NHTSA 402 FUNDS % of Funding: 100

MUNIS ORG: 2230315 MUNIS OBJ: 490150 Awarded Amount: $30,303.00

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 SALARY/ OT MUNIS ORG: 2230315 MUNIS OBJ: 501400

Grants Only (list all grants if applicable):

Grantor Name: NMDOT AGREE/SRF/FED P/T IIJA NHTSA 402 FUNDS Awarded Amount: $30,303.00

AR Charge Code: 2230315.490150 ☑ Grant funds multiple projects (Complete a form for each project)

Grantor Id: 700000 Federal CFDA (if applicable): 20.600

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

City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form

Date of Request: 10/5/2026

Project Title: Traffic Enforcement Program (DD) Prj #07-DD-05e-090

Project Type: ☐ CIP ☑ Grant ☑ Internal Tracking

Project ID: POL2722302
Grant ID: S2724
Approved By: ERIKA LUJAN
ERIKA LUJAN (Oct 14, 2026 14:01:11 MDT)
(Finance Use Only)

Department: SFPD Project Manager: AnnaMarie Trujillo Ext: 5122

Project Date Range: Upon signature to 09/30/2027 ☐ Create Fixed Asset

---

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

Funding Source: NMDOT Agree/State Rd Fund/FED P.THRU IIJA 405e DD % of Funding: 100

MUNIS ORG: 2230315 MUNIS OBJ: 490150 Awarded Amount: $5,292.00

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 SALARY/OT MUNIS ORG: 2230315 MUNIS OBJ: 501400

Grants Only (list all grants if applicable):

Grantor Name: NMDOT Agree.- SRF/FED P.THRU IIJA 405e-DD Awarded Amount: $5,292.00

AR Charge Code: 2230315.490150 ☑ Grant funds multiple projects (Complete a form for each project)

Grantor Id: 700000 Federal CFDA (if applicable): 20.616

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

ENDWI MEMO

Final Audit Report 2026-10-28

Created:	2026-10-23
By:	TARA RICO (trrico@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAADJoIGXFfHRmYvu4AomkzE3qt4YzWA5sG
Documents:	ENDWI MEMO.pdf (3 pages) SKM_C551i26093019490 (1) - signed.pdf (23 pages) BAR POLS.pdf (5 pages)
Number of Documents:	3
Document page count:	31
Number of supporting files:	0
Supporting files page count:	0

"ENDWI MEMO" History

Document created by TARA RICO (trrico@santafenm.gov)
2026-10-23 - 8:49:26 PM GMT- IP address: 63.232.20.2

Document emailed to Erik Ramirez (emramirez@santafenm.gov) for signature
2026-10-23 - 8:52:45 PM GMT

Restricted visibility Email viewed by Erik Ramirez (emramirez@santafenm.gov)
2026-10-23 - 9:36:20 PM GMT- IP address: 166.137.163.34

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2026-10-25 - 1:51:21 AM GMT- IP address: 76.26.101.121

Signer admontano@santafenm.gov entered name at signing as Amanda Montano
2026-10-25 - 2:26:15 AM GMT- IP address: 76.26.101.121

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Signature Date: 2026-10-25 - 2:26:17 AM GMT - Time Source: server- IP address: 76.26.101.121 - Signature Appearance Selected: MOBILE_DRAW

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Signer bpvaldez@santafenm.gov entered name at signing as B. Valdez

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Restricted visibility Document e-signed by B. Valdez (bpvaldez@santafenm.gov)

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Agreement completed.

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