



Consideration of Lea County Resolution No. 22-JUN-144R Approving Fiscal Year 2022 – 2023 Per Diem Rates

State of New Mexico Per Diem Rates – FY 23 effective July 1, 2022

Meal Rate for Actual Reimbursements	FY 23
In-State	\$59.00
Out-of-State	\$59.00

Partial Day/Return from Travel/Same Day	FY 23
Less than 2 hours	\$ 0.00
2 hours but less than 6	\$20.00
6 hours but less than 12	\$42.00
12 hours but less than 24	\$59.00



**LEA COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY FORM**

LCBCC Meeting Date: Thursday, June 9, 2022

Submit this summary form & all attachments to the Finance Director clow@leacounty.net & cc the Community Engagement Manager sstout@leacounty.net; Public Information Officer mrussell@leacounty.net and County Manager mgallagher@leacounty.net by: **Tuesday, May 31, 2022**

County Manager Approval required for all time sensitive issues that do not meet the above deadline.

DATE SUBMITTED mm-dd-yyyy: 05/31/2022	SUBMITTED BY Name, Title, Dept: Chip Low - Finance Director
SUBJECT: Approval of FY 23 Per Diem Rates	ATTACHMENT(S): 1. Resolution 2. Per Diem Rate Attachment
NO. OF ORIGINALS FOR SIGNATURE:	ACTION REQUESTED: Action Item
BUDGET LINE ITEM NUMBER: Various	FISCAL BUDGET YEAR: FY 22-23

STRATEGIC PLAN Implementation of 5 Year Strategic Plan:
Section 3.1, Accountability - Lea County is responsible for the publics tax dollars in a fiscally conservative and transparent manner.

SUMMARY:
The State of New Mexico Department of Finance & Administration is required by statute to set the per diem rates for each fiscal year. The DFA has issued the FY 23 per diem rates and Lea County needs to approve them for use. The rates are listed in the attached letter from the DFA.

Requested Items Needed for Presentation Easels/Laptop/Projector/Etc.: Easel <input type="checkbox"/> If checked, how many: Laptop <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Other:	See Additional Summary Attached <input type="checkbox"/>
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SUBMITTER'S RECOMMENDATION(S): Recommend approval	Submitter's Signature Department Director, Etc. Henry C Low Jr <small>Digitally signed by Henry C Low Jr Date: 2022.05.31 11:28:28 -06'00'</small>
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FINANCE REVIEW Fiscal Impact/Cost: The financial impact to Lea County will be based upon the number of trips taken by employees and elected officials during the year that are reimbursed. Funds for travel are budgeted in each department.	Reviewed by Finance Director Henry C Low Jr <small>Digitally signed by Henry C Low Jr Date: 2022.05.31 11:29:50 -06'00'</small>
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LEGAL REVIEW: (Note: Travel does not need legal review)	Reviewed by County Attorney
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COUNTY MANAGER REVIEW:	Approved by County Manager to be Placed on Agenda
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Item No. <u>0211</u> RECORDING SECRETARY'S USE ONLY ~ COMMISSION ACTION TAKEN		
Approved: _____ Resolution No. <u>22-JUN-144R</u> Continued To: _____	Denied: _____ Policy No. _____ Referred To: _____	Other: _____ Ordinance No. _____ Comments: _____

STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 22-JUN-144R

A RESOLUTION APPROVING FISCAL YEAR 2022 – 2023 PER DIEM RATES

WHEREAS, the State of New Mexico Department of Finance & Administration (DFA) is required by Section 10-8-4 (b) & (c), NMSA 1978 to establish per diem rates for travel by local government entities; *and*

WHEREAS, the DFA has published the Fiscal Year 23 per diem rates (see attachment).

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Lea County that the FY 23 per diem rates be adopted by Lea County is hereby approved.

BE IT FURTHER RESOLVED that the Commission Chair and/or County Manager may finalize and sign any agreements consistent with the terms of this resolution.

PASSED, APPROVED AND ADOPTED on this 9th day of June, 2022, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS

Dean Jackson (District 1), Chair
Voted: Yes No Abstain

Gary G. Eidson (District 3), Vice Chair
Voted: Yes No Abstain

Rebecca Long (District 2), Member
Voted: Yes No Abstain

Jonathan Sena (District 4), Member
Voted: Yes No Abstain

Pat Sims (District 5), Member
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: _____
Teri Davis, Deputy Clerk


John W. Caldwell, County Attorney



State of New Mexico
Department of Finance & Administration
180 Bataan Memorial Building
Santa Fe, New Mexico 87501
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Fax: (505) 827-4984
www.nmdfa.state.nm.us

Michelle Lujan Grisham
GOVERNOR

Deborah K. Romero
Cabinet Secretary

DATE: April 12, 2022
 TO: State Agency CFOs & Local Public Bodies
 FROM: Mark Melhoff, Deputy Director 
 SUBJECT: FCD Memo FY22-006 – Fiscal Year 23 Per Diem Rates

The Department of Finance & Administration (DFA) has published the Fiscal Year 23 per diem rates as required by 10-8-4 (B) & (C), NMSA 1978. The calculation of the updated rates has taken into consideration the standard rates established by the United States general services administration. These rates go into effect July 1, 2022. The rate chart can be found on the DFA website by following the link below.

<https://www.nmdfa.state.nm.us/financial-control/resource-information/memos-and-notice/>

Feel free to contact me directly with questions.

State of New Mexico Per Diem Rates			
<i>As Published by DFA on May 1, 2022. FY23 rates are effective July 1, 2022.</i>			
Per Diem Rate for Overnight Travel	FY21	FY22	FY23
In-State	85.00	151.00	155.00
In-State - County of Santa Fe (Special Area)	135.00	194.00	202.00
Out-of-State	115.00	151.00	155.00
<i>With the exception of Santa Fe County, per diem rates are set at the standard GSA rate.</i>			
Meal Rates for Actual Reimbursements	FY21	FY22	FY23
In-State	30.00	55.00	59.00
Out-of-State	45.00	55.00	59.00
<i>Note: Meals are only reimbursable when using approved actual rates (per 24-hour period)</i>			
Partial Day/Return from Travel/Same Day	FY21	FY22	FY23
less than 2 hours	-	-	-
2 hours but less than 6	12.00	18.00	20.00
6 hours but less than 12	20.00	40.00	42.00
12 hours but less than 24	30.00	55.00	59.00
<i>The Travel & Per Diem Act allows for actual reimbursement when per diem rates are insufficient.</i>			