

**Cordova, Marlene, NMENV**

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**From:** Roberts, Clancy, NMENV  
**Sent:** Thursday, August 20, 2009 9:52 AM  
**To:** Atencio, Cathy, NMENV  
**Cc:** Blea, Lorelei S., NMENV; Cordova, Marlene, NMENV  
**Subject:** RE: Operating Transfers

Cathy,  
You may share the following response with the PST Committee.

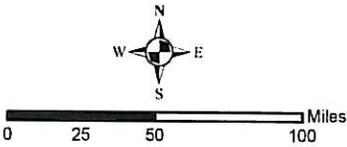
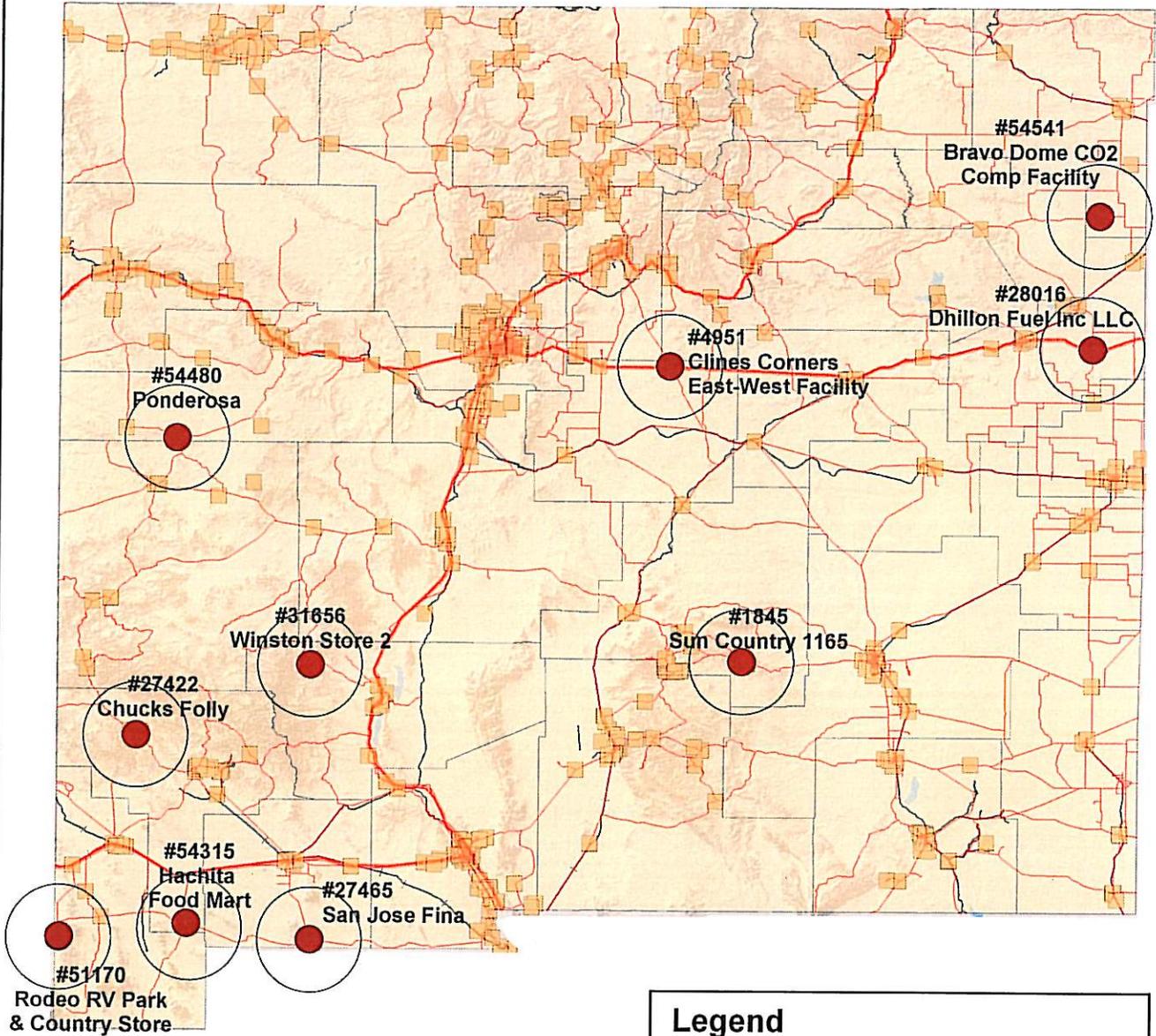
The Department uses all its special revenue funds to maintain cash! The Corrective Action Fund (**Fund 9900**) is just one of roughly 34 funds used for that purpose. During each fiscal year, we perform a fund transfer each period (**monthly**) from the funds to maintain a positive cash balance in our operating fund (**0640**). Normally, the transfer is done at the **beginning** of the month. However, if fund **0640** has or is projected to have a negative balance, then we may conduct a second transfer from the funds with sufficient balance at the **end** of the month to maintain a positive cash flow. Finally, the funds may have no more than **12-draws** conducted for a fiscal year.

This practice is normal for the Department. Please call if you have any questions.

*Thank You,*  
*Clancy Roberts, MBA & PMP*  
*Chief Financial Officer/Deputy Director*  
*Administrative Services Division*  
*New Mexico Environment Department*  
*(505) 476-3725 (office) & (505) 827-2765 (fax)*

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### Registered Tank Sites in New Mexico With a 20 Mile or More Buffer



**Legend**

- Registered Tanks with 20 Mile Buffer
- Registered Tank

New Mexico Environment Department  
Petroleum Storage Tank Bureau  
August 2009