

Representative Luciano "Lucky" Varela
Chairman

Representative Donald E. Bratton
Representative Rhonda S. King
Representative Henry "Kiki" Saavedra
Representative Nick L. Salazar
Representative Edward C. Sandoval
Representative Don L. Tripp
Representative Jeannette O. Wallace

State of New Mexico
LEGISLATIVE FINANCE COMMITTEE

325 Don Gaspar, Suite 101 • Santa Fe, NM 87501
Phone: (505) 986-4550 • Fax: (505) 986-4545

David Abbey
Director

Senator John Arthur Smith
Vice-Chairman

Senator Sue Wilson Beffort
Senator Pete Campos
Senator Carlos R. Cisneros
Senator Stuart Ingle
Senator Carroll H. Leavell
Senator Mary Kay Papen
Senator John M. Sapien



December 9, 2010

MEMORANDUM

TO: All State Agencies

FROM: David Abbey, Director

A handwritten signature in blue ink, appearing to be "DA", written over the name "David Abbey, Director".

SUBJECT: **2011 Legislative Session – Agency Bill Analyses**

During the 2011 Legislative Session, as in previous years, the New Mexico Legislature will rely on state agencies to produce analyses of proposed legislation. The Legislative Finance Committee (LFC) will use an e-mail system for requesting and transmitting bill analyses. To facilitate this process, agencies should identify a single e-mail address to serve as the agency's point of contact with the LFC.

A list of agency contacts from the 2010 Session is attached. If your agency's contact information is inaccurate, please e-mail corrections to lfc@nmlegis.gov after December 17, 2010 and no later than January 10, 2011.

Detailed instructions, including the standard file format and naming convention for bill analyses, will be available beginning January 10, 2011, at <http://www.nmlegis.gov/lcs/lfc/lfcdefault.aspx>. Please pay careful attention to the instructions.

If you have any questions, please call Annamae Montoya at (505) 986-4559.

Thank you for your attention, support and cooperation.

DA/svb

Attachment