

ACTION SHEET
ITEM FROM FINANCE COMMITTEE MEETING OF 02/15/16
FOR CITY COUNCIL MEETING OF 02/24/16

ISSUE:

7. Request for Approval of a Budget Increase from Cash Balance for Additional Preventative Maintenance and Repair of Residential and Commercial Collection Units for the Environmental Services Division in the Amount of \$242,802. (Lawrence Garcia)

FINANCE COMMITTEE ACTION:

Approved as discussion item.

FUNDING SOURCE:

SPECIAL CONDITIONS OR AMENDMENTS

STAFF FOLLOW-UP:

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR TRUJILLO	Excused		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	X		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

ACTION SHEET
PUBLIC UTILITES COMMITTEE MEETING OF 2/3/16

ISSUE NO. 11

Request for approval of a budget increase from cash balance, for repair and maintenance of residential and commercial collection units for the amount of \$242,802 for the Environmental Services Division. (Lawrence Garcia)

Public Utilities Committee – 2/3/2016
 Finance Committee – 2/15/2016
 City Council – 2/24/2016

PUBLIC UTILITES COMMITTEE ACTION: Approved to forward to 2/15/2016 Finance Committee.

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR MAESTAS	X		
COUNCILOR BUSHEE	Excused		
COUNCILOR DIMAS	Excused		
COUNCILOR IVES	X		

City of Santa Fe, New Mexico

memo

DATE: February 3, 2016
TO: Public Utilities Committee
VIA: Shirlene E Sitton, Environmental Services Division Director 
FROM: Lawrence Garcia, Project Administrator 
Environmental Services Division
RE: Budget Increase Request

The Environmental Services Division (Division) respectfully requests approval for a budget increase within fiscal year 15/16 budget.

The current Repair and Maintenance budgets in business units 52255 (Residential), and 52262 (Commercial Front-Loading), do not have sufficient funding to complete required repair and maintenance within FY 15/16.

The residential budget within FY 15/16 was one hundred ninety thousand dollars (\$190,000) this year-to-date the Division has expended one hundred seventy-six thousand six hundred twenty-seven dollars (\$176,627). The average monthly expenditure is twenty-seven thousand one hundred forty-three dollars (\$27,143). Based on actual expenditures the Division needs an additional one hundred thirty-five thousand seven hundred fifteen dollars (\$135,715).

The commercial front loading budget within FY 15/16 was one hundred fifty thousand dollars (\$150,000). This year to date the Division has expended one hundred forty-nine thousand nine hundred twenty-three dollars (\$149,923). Based on actual expenditures the Division needs an additional one hundred seven thousand eighty-seven dollars (\$107,087).

The expenditures within FY 15/16 are attributed to additional preventative maintenance and unforeseen vehicle breakdown.

Recommendation:

The Division is recommending increasing the Repair and Maintenance budget within business units 52255 and 52262 to provide required repair and maintenance. The proposed increase will be funded by the Divisions cash balance, in the amount of two hundred forty thousand eight hundred and two dollars (\$242,802). Please see the attached Budget Adjustment Request form.

16-02-002.PU

City of Santa Fe, New Mexico

BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION / SECTION / UNIT NAME				DATE		
Public Utilities/Environmental Services/52255 Residential 52262 Com Front Load				02/03/2016		
ITEM DESCRIPTION	BU / LINE ITEM	<--(Finance Dept Use Only)-->		INCREASE	DECREASE	
		SUBLEDGER / SUBSIDIARY	DR / (CR)			
Rep & Maint Machin & Equip	52255.520400			135,715		
Rep & Maint Machin & Equip	52262.520400			107,087		
Cash Balance	54250.470400				242,802	
JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo				TOTAL	\$ 242,802	\$ -242,802

RECEIVED
FEB 04 2016
FINANCE DEPT
CITY OF SANTA FE

Request for budget increase see attached memo.

From available balance in SW Fund.

Lawrence Garcia *[Signature]* 03-Feb-16
Prepared By Date

Division Director Date

[Signature] 1/27/16
Department Director Date

CITY COUNCIL APPROVAL

City Council Approval Required

City Council Approval Date

Agenda Item #:

[Signature] 2/4/16
Budget Officer Date

[Signature] 2-10-2016
Finance Director Date

City Manager Date