



**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:**

<b>VOTE:</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
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.

