

City of Santa Fe, New Mexico

memo

Date: January 14, 2014

To: Brian Snyder, City Manager
Marcos A Tapia, Finance Director
Cal Probasco, Budget Director

Via: Raymond Rael, Chief of Police
John Schaerfl, Deputy Chief of Police

From: Nancy L. Jimenez, Police Fiscal Administrator

Re: Car and Equipment purchase for the 10 Annexation Expansion positions decrease from "cash" to increase line items for expenses.

Attached you will find a BAR requesting an increase from cash balances in the Police Property Tax Fund 2252, to be placed in several line items for the cars and equipment needed.

In December the annexation and expansion of 10 Officers was approved by City Council, this BAR will be the needed cash to cover the purchases of cars and equipment.

These cash funds are a onetime use and will cover the costs needed for the first 10 Officers needed for annexation. The personnel costs, equipment and operating supplies needed for the continued employment of these officers will be added to the budget request for FY14/15 that will be prepared over the next several months for final approval in May 2014.

Thank you for your approval and processing of the BAR that is attached to increase the required lines to cover the equipment expenses.

City of Santa Fe, New Mexico

BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION / SECTION / UNIT NAME				DATE		
Police / Property Tax Annexation				01/29/2014		
ITEM DESCRIPTION	BU / LINE ITEM	--(Finance Dept Use Only)--		INCREASE	DECREASE	
		SUBLEDDGER / SUBSIDIARY	DR / (CR)			
Cash due from Hub in Fund 2252 2252.100700	2252.100700				495,542	
Vehicles < 1.5	22252.270950			253,190		
Inventory Exempt	22252.572400			242,352		
JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo				TOTAL	\$ 495,542	\$ 495,542

Cash increase for expansion of 10 Officers due to Annexation. Vehicles, equipment, radios, etc.

Approved at Council on December 11, 2013.

<p><i>[Signature]</i> 1/29/14 Prepared By _____ Date</p> <p><i>[Signature]</i> 1/29/14 Division Director _____ Date</p> <p><i>[Signature]</i> 1/29/14 Department Director _____ Date</p>	<p>CITY COUNCIL APPROVAL</p> <p>City Council Approval Required <input type="checkbox"/></p> <p>City Council Approval Date _____</p> <p>Agenda Item #: _____</p>	<p><i>[Signature]</i> 1/29/14 Budget Officer _____ Date</p> <p><i>[Signature]</i> 1/30/14 Finance Director _____ Date</p> <p>_____ City Manager _____ Date</p>
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