



# City of Santa Fe, New Mexico

# memo

**DATE:** November 14, 2014

**TO:** Finance Committee Members  
City Council Members

**FROM:** Jan M. Snyder, Assistant Fire Chief 

**VIA:** Erik Litzenberg, Fire Chief 

**SUBJECT:** FY 14/15 Budget Approval

**ITEM AND ISSUE:**

Request approval to re-budget expenditures in FY 2014-15 for reimbursements from Energy, Minerals and Natural Resources/ Forestry Division (Joint Powers Agreement No. JPA 08-521-2300-0163 ) for the Wild Land Fire Hazard Reduction in the amount of \$301,090.00 and to adjust revenues to be in alignment with the funding.

**BACKGROUND AND SUMMARY:**

The purpose of this B.A.R. is to establish the budget for the Wild Land Fire Hazard Reduction for FY 2014-15. The revenue to support the budget is from reimbursements that have been submitted in this fiscal in the amount \$301,090.00. As of today, \$200,317.77 has been received in 21232.470400.

The adjustment to decrease the revenue by \$39,264.00 in 21232.470400 is to properly align the budget to match the budgeted expenditures for FY 2014-15. There is an original budget entry for \$320,660.00 which will be decreased by the \$39,264 to align the revenues with budgeted expenditures. There is an outstanding Account Receivable in the amount of \$19,694.71 which will be applied to current revenue when received. The B.A.R. to reduce the revenues by \$39,264 and the increase at a later date of the receivable (\$19,694.71) will align the budgeted revenue in 21232.470400 to \$301,090.

**REQUESTED ACTION:**

Approval of B.A.R. to re-budget expenditures in FY 2014-15 from reimbursements received by Energy, Minerals and Natural Resource for the Wild Land Fire Hazard Reduction team and align revenues to match the budgeted expenditures.

# City of Santa Fe, New Mexico

## BUDGET ADJUSTMENT REQUEST (BAR)

# \_\_\_\_\_

DEPARTMENT / DIVISION / SECTION / UNIT NAME				DATE	
Fire Department/Wildland Fire Reduction				11/05/2014	
ITEM DESCRIPTION	BU / LINE ITEM	<--(Finance Dept Use Only)-->		INCREASE	DECREASE
		SUBLEDGER / SUBSIDIARY	DR / (CR)		
Fire Reduction-Reimbursement	21232.470400		dr		39,264
Fire Reduction-Salaries	22232.500110		dr	254,337	
Fire Reduction-FICA	22232.503100		dr	32,377	
Fire Reduction-Retirement	22232.503150		dr	6,300	
Fire Reduction-Employee Insurance	22232.503200		dr	7,112	
Fire Reduction-Retiree Health	22232.503250		dr	614	
Fire Reduction-Worker Comp	22232.503350		dr	46	
Fire Reduction-Dental	22232.503400		dr	304	
<b>JUSTIFICATION:</b> (use additional page if needed)				<b>TOTAL</b>	<b>\$ 301,090</b>
<b>--Attach supporting documentation/memo</b>					

Fire Hazard Reduction to establish budget for Expenditures in FY14-15. Revenues-21232.470400 is currently budgeted in FY14-15 for \$320,660.

<p><i>Shirley Coca-Baugh</i> 11-6-14 Prepared By _____ Date</p> <p><i>[Signature]</i> 11-14-14 Division Director _____ Date</p> <p><i>[Signature]</i> Department Director _____ Date</p>	<p><b>CITY COUNCIL APPROVAL</b></p> <p>City Council Approval Required <input type="checkbox"/></p> <p>City Council Approval Date <input type="text"/></p> <p>Agenda Item #: <input type="text"/></p>	<p><i>Calmon</i> 11/21/14 Budget Officer _____ Date</p> <p><i>[Signature]</i> 11/24/14 Finance Director _____ Date</p> <p>_____ City Manager _____ Date</p>
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City of Santa Fe - Wild Land: Fire Hazard Reduction  
Fund: 2232  
Business Unit: 21232

Funding Source:

**Energy Minerals and Natural Resources**

Reimbursement Requests Submitted: FY 14-15	\$ 279,663.37
Pending Reimbursement Request: FY 13-14	\$ 19,694.00
Pending Reimbursement Request: FY 14-15	\$ 1,732.63
<b>TOTAL REVENUE/RESOURCES:</b>	<b><u>\$ 301,090.00</u></b>

<b>Budgeted Revenue: FY 2014-15</b>	\$ 320,660.00	
BAR to adjust Expense to Revenues:	\$ (39,264.00)	
BAR Increase when A/R received:	\$ 19,694.00	\$ 301,090.00
<b>Budgeted Expenditures: FY 2014-15</b>		
BAR: Set-Up FY14-15 Budget		<u>\$ 301,090.00</u>

*SBarela*  
*11-5-14*