



**ACTION SHEET  
ITEM FROM FINANCE COMMITTEE MEETING OF 11/02/15  
FOR CITY COUNCIL MEETING OF 11/10/15**

**ISSUE:**

16. Request for Approval of Budget Adjustment to Fund Professional Services Agreement with Atkinson & Co., LTD. for 2008 Park Bond Examination Engagement in the Amount of \$160,303 which was Approved by City Council on October 14, 2015. (Oscar Rodriguez)

**FINANCE COMMITTEE ACTION:**

Approved as Consent item.

**FUNDING SOURCE: 12015.510330**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	Absent		
COUNCILOR LINDELL	X		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15



## City of Santa Fe – Internal Audit

200 Lincoln Ave, Santa Fe, NM 87504-0909

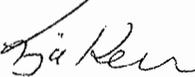
(505) 955-5728, cell (505) 490-3372

Liza A. Kerr, Internal Auditor

**Date:** November 2, 2015

**To:** Finance Committee / City Council

**Via:** Oscar Rodriguez, Finance Director

**From:** Liza Kerr, Internal Auditor 

**RE:** Requesting Approval of Budget Adjustment Request (BAR) to Fund Contract with Atkinson and Co. Ltd. to Conduct 2008 Park Bond Examination

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### **ITEM AND ISSUE:**

Requesting approval of Budget Adjustment Request (BAR) to fund the 2008 Park Bond Examination Engagement to be conducted by Atkinson and Company.

### **BACKGROUND AND SUMMARY:**

On March 27, 2015, the Office of the State Auditor (OSA) notified the Mayor and City Council (the "Governing Body") that the OSA was designating the City for a special audit focused on the 2008 parks and trails bond projects. It is the determination of the OSA that an examination will be performed by an Independent Public Accountant (IPA).

The City has gone through the established procurement process and selected Atkinson and Co., Ltd. as the IPA to conduct this examination engagement. The examination will result in an opinion on the use of funds. Atkinson & Co. LTD. was the only packet received. This contract was approved at the City Council meeting on October 14, 2015.

The BAR just needs to be approved at this time.

### **FUNDING:**

Funding will be available from Business Unit / Line Item 12015.510330 upon approval of the BAR.

### **ACTION RECOMMENDED:**

Approval of BAR moving money from the general fund to Business Unit / Line Item 12015.510330 to fund the audit.

15-10-004-62  
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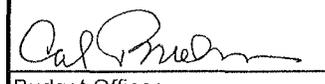
# City of Santa Fe, New Mexico

## BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION / SECTION / UNIT NAME				DATE		
Internal Audit / City Manager				10/19/2015		
ITEM DESCRIPTION	BU / LINE ITEM	--(Finance Dept Use Only)--		INCREASE	DECREASE	
		SUBLEDGER / SUBSIDIARY	DR / (CR)			
Audit	12015.510330			160,303		
<b>JUSTIFICATION:</b> (use additional page if needed) --Attach supporting documentation/memo				<b>TOTAL</b>	\$ 160,303	\$ -

Source of funding is available cash in the general fund.

The above amount includes \$148,000 plus GRT \$12,303 = \$160,303

Liza Kerr Prepared By	09/28/2015 Date	<b>CITY COUNCIL APPROVAL</b>  City Council Approval Required <input type="checkbox"/>  City Council Approval Date <input type="text"/>  Agenda Item #: <input type="text"/>	 Budget Officer	10/15/15 Date
Division Director	Date		 Finance Director	10-28-2015 Date
Department Director	Date		City Manager	Date