



**ACTION SHEET  
CITY COUNCIL COMMITTEE MEETING OF 12/10/14  
ITEM FROM FINANCE COMMITTEE MEETING OF 12/01/14**

**ISSUE:**

12. Request for Approval of Budget Adjustment for FY 2014/15 Wildland Fire Hazard Adjust to Revenues to Match Budgeted Expenditures. (Jan Snyder)

**FINANCE COMMITTEE ACTION: APPROVED AS CONSENT ITEM**

Requested approval of budget adjustment for FY 2014/15 Wildland Fire Hazard Adjustment to revenues to match budgeted expenditure in the amount of \$301,090.

**FUNDING SOURCE: 21232.470400**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

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

3-17-14

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<br>Fire Department/Wildland Fire Reduction          |                |                           |              | DATE<br>11/05/2014 |            |
|---|----------------|---------------------------|--------------|--------------------|------------|
| ITEM DESCRIPTION  | BU / LINE ITEM | (Finance Dept Use Only)   |              | INCREASE           | DECREASE   |
|   |                | SUBLEDGER /<br>SUBSIDIARY | DR /<br>(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)<br>--Attach supporting documentation/memo |                |                           |              | <b>TOTAL</b>       | \$ 301,090 |

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-Davich</i> 11-6-14<br/>Prepared By _____ Date</p> <p><i>[Signature]</i> 11-14-14<br/>Division Director _____ Date</p> <p><i>[Signature]</i><br/>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 _____</p> <p>Agenda Item #: _____</p> | <p><i>[Signature]</i> 11/21/14<br/>Budget Officer _____ Date</p> <p><i>[Signature]</i> 11/24/14<br/>Finance Director _____ Date</p> <p>_____<br/>City Manager _____ Date</p> |
|---|--|--|

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               |                | <b><u>\$ 301,090.00</u></b> |

*SBarela*  
*11-5-14*