



**ACTION SHEET  
CITY COUNCIL COMMITTEE MEETING OF 05/27/15  
ITEM FROM FINANCE COMMITTEE MEETING OF 05/18/15**

**ISSUE:**

7. Request for Approval of Budget Increase from Public Safety Special Fund 21224 for Alarm Enforcement Expenditures to Cover Posting and Accounting Corrections Realized from the Alarm Enforcement Program Audit Conducted by the City's Internal Auditor in the Amount of \$165,535. (Eric Garcia, Police Chief)

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

Requested approval of budget increase from public safety special fund 21224 for alarm enforcement expenditure to cover posting and accounting corrections realized from the alarm enforcement program audit conducted by the City's Internal Auditor in the Amount of \$165,535.

**FUNDING SOURCE: 22225**

**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	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

**ACTION SHEET  
ITEM FROM PUBLIC SAFETY COMMITTEE MEETING OF 04/21/15**

**ISSUE:** Request Approval for cash increase from the Public Safety Special Fund 21224 for the Alarm Enforcement expenditures to cover posting and accounting corrections realized from the Alarm Enforcement program audit conducted by Liza Kerr the City of Santa Fe Internal Auditor in the amount of \$165,535.00

**PUBLIC SAFETY COMMITTEE ACTION:** Recommended approval

**SPECIAL CONDITIONS OR AMENDMENTS:**

**STAFF FOLLOW UP:**

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON DIMAS	X		
VICE-CHAIPERSON HARRIS	X		
MEMBER MIKE MIER	X		
MEMBER NANCY OWEN-LEWIS	ABSENT		
MEMBER PETER MIZRAHI	ABSENT		
MEMBER MIKE BOWEN	X		
MEMBER ERIC JOHNSON	ABSENT		
MEMBER DAVID TRUJILLO	X		
MEMBER JOE ARELLANO	X		

DISK fc1/fcmissue

City of Santa Fe, New Mexico

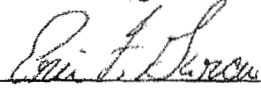
# memo

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Date: April 8, 2015

To: City Council  
Finance Committee

cc: Brian Snyder, City Manager  
Oscar Rodriguez, Finance Director

From:   
Eric F. Garcia, Chief of Police

Re: Requesting approval for cash increase from the Public Safety Special Fund 21224 for the Alarm Enforcement expenditures to cover posting and accounting corrections realized from the Alarm Enforcement program audit conducted by Liza Kerr the City of Santa Fe Internal Auditor. The amount of the request is \$165,535.00.

**Background and Summary:**

Attached you will find a BAR using cash in the amount of \$165,535.00 from the Public Safety Fund 21224 to cover the expenditures posting to the Alarm Enforcement expenditure lines due to the audit conducted by the City of Santa Fe's Internal Auditor Liza Kerr. These revenues and expenditures were not posted correctly by the finance department in years past. The process of posting all expenditures and revenues has been corrected and the collected revenue and expenditures are now posted monthly to the appropriate line items and will continue to be posted correctly by the finance department.

**Action Requested:**

It is requested that the Finance Committee and Governing Body approve this BAR increasing from cash \$165,535.00 for the correction of negatives in the Alarm Enforcement expenditure business unit of 22225. (multiple object lines effected, see BAR attached)



22225 Exp-Arrest Enforcement

Project

Job	Cost Code	Cost Type	Description	L.P.M	D.F.C.U.M	Actual Amount	Open Commitments	Total Commitments	BA Budget	Remaining to Spend	% Remaining	% Spent
22225	500000	EXPENDITURES		3	N D							
22225	500003	Personnel Budget	Vacancy Credit	4	N D							
22225	500004	Vacancy Credit-Budget	Wages	5	D							
22225	500005	Vacancy Credit-Budget	Benefits	5	D							
22225	500003	Personnel Budget	Vacancy Credit	4	T							
22225	500010	Salaries, Wages & Benefits		4	N D							
22225	500100	Salaries		5	N D							
22225	500110	Salaries		7	D	27,668.32		27,668.32	116,634.00	88,965.68	.76	.24
22225	500200	Exempt Full-Time		6	N D							
22225	500300	Classified Positions		6	N D							
22225	500700	Temporary Positions		6	N D							
22225	500750	Temporary Full-Time		7	D							
22225	500800	Temporary Part-Time		7	D							
22225	500700	Temporary Positions		6	T							
22225	501000	Term Positions		6	N D							
22225	501050	Term Full-time		7	D							
22225	501055	Term Part-Time		7	D							
22225	501060	Seasonal position		7	D							
22225	501065	Intern position		7	D							
22225	561100	Grant Funded		7	D							
22225	501103	Grant Funded Part-Time		7	D							
22225	501000	Term Positions		6	T	1,184.41		1,184.41	1,000.00	184.41-	.18	1.18
22225	501400	Overtime		6	D							
22225	501410	OT Fire-FLSA		7	D							
22225	501411	OT Fire		7	D							
22225	501415	OT Fire @ 1.0		7	D							
22225	501400	Overtime		6	T	1,184.41		1,184.41	1,000.00	184.41-	.18	1.18
22225	501500	Worked Holiday		6	N D							
22225	501510	Worked Holiday @ 1.5		7	D							
22225	501511	Paid Holiday-not scheduled		7	D							
22225	501512	Worked Holiday @ 2.5		7	D							
22225	501500	Worked Holiday		6	T							
22225	501500	Shift Differential		6	D							
22225	501910	On-call Shift(875)		6	D							
22225	502000	Annual Leave		6	D	3,552.12		3,552.12		3,552.12-		
22225	502010	Personal Day		6	D	73.26		73.26		73.26-		
22225	502015	Miscellaneous Leave		9	D	238.10		238.10		238.10-		
22225	502010	Personal Day		6	T	311.36		311.36		311.36-		
22225	502050	Comp-time		6	D							

Job 22225 Exp-Arm Enforcement

Project

Job	Cost Code	Cost Type	Description	L P M	Actual Amount	Open Commitments	Total Commitments	Budget	Remaining to Spend	% Remaining	% Spent
22225	502100	Sick Leave		6 D	146.52		146.52		146.52		
22225	502115	Union Business		6 D							
22225	502200	Incentives		6 D							
22225	500100	Salaries		5 T	32,862.73		32,862.73	117,634.00	84,771.27	72	28
22225	503000	Employee Benefits		5 ND							
22225	503100	FICA		6 D	2,225.85		2,225.85	8,999.00	6,773.15	75	25
22225	503150	Retirement (PERA)		6 D	6,503.47		6,503.47	23,487.00	16,983.53	72	28
22225	503200	Employee Health Insurance		6 D	11,766.53		11,766.53	22,722.00	10,955.47	48	52
22225	503250	Retiree Health Care		6 D	633.28		633.28	2,333.00	1,699.72	73	27
22225	503300	Unemployment Insurance		6 D							
22225	503350	Workers' Comp		6 D	281.23		281.23	368.00	86.77	24	76
22225	503400	City Share Dental Insurance		6 D	538.41		538.41	652.00	113.59	17	83
22225	503455	Contract Employee's Benefits		6 D							
22225	503000	Employee Benefits		5 T	21,948.77		21,948.77	58,561.00	36,612.23	63	37
22225	503500	Cost alloc-end of year		5 D							
22225	503850	Auto Parts		6 ND							
22225	503500	Cost alloc-end of year		5 T	54,811.50		54,811.50	176,195.00	121,383.50	69	31
22225	500010	Salaries, Wages & Benefits		4 T							
22225	510010	Contractual Svs & Utilities		4 ND							
22225	510100	Contractual Services		5 ND							
22225	510200	Legal Contract		6 D				10,000.00	10,000.00	100	
22225	510250	Compliance Contracts		6 D							
22225	510300	Professional Contracts		6 D	51,313.40		51,313.40		51,313.40		
22225	510310	Service Contracts		6 D							
22225	510320	Engineering Svcs		9 D							
22225	510310	Service Contracts		6 T							
22225	510340	Other Consulting		6 D							
22225	510400	Grants and Services		6 D							
22225	510100	Contractual Services		5 T	51,313.40		51,313.40	10,000.00	41,313.40	413	513
22225	510010	Contractual Svs & Utilities		4 T	51,313.40		51,313.40	10,000.00	41,313.40	413	513
22225	520010	Repairs and Maintenance		4 ND							
22225	520300	Rep & Maint Farm/Equip		5 D		500.00	500.00	3,000.00	2,500.00	83	17
22225	520400	Rep & Maint Mchcn & Equip		5 D							
22225	520010	Repairs and Maintenance		4 T		500.00	500.00	3,000.00	2,500.00	83	17
22225	530010	Supplies		4 ND							
22225	530100	Office Supplies		5 D				5,000.00	5,000.00	100	
22225	530200	Operating Supplies		5 D	26,805.88	5,775.92	32,581.80		32,581.80		
22225	530500	Uniform, Clothing, Linen		5 D		1,507.05	1,507.05	1,510.00	2.95		100
22225	530600	Software-Purchased		5 D							

City of Santa Fe  
 Job Status Inquiry Print

Job 22225 Exp-Alarm Enforcement  
 Project

Job	Cost Code	Cost Type	Description	L.P.M. DECUM	Actual Amount	Open Commitments	Total Commitments	BA Budget	Remaining to Spend	% Remaining	% Spent
22225	530760	Books	Subscriptions/Periodicals	5 D							
22225	530710	Software	Subscription	5 D							
22225	530750	Book	Acquisition	5 D							
22225	530800	Vehicles		5 ND							
22225	531000	Gasoline		7 D							
22225	530800	Vehicles		5 T							
22225	539999	PY Encumb	P4-Supplies	5 D							
22225	530010	Supplies		4 T	26,893.88	7,282.97	34,088.85	6,510.00	27,578.85	4.24	3.24
22225	540000	Depreciation	Amortization Exp	4 ND							
22225	540010	Depreciation	Expense	5 D							
22225	540020	Amortization	Expense	5 D							
22225	540000	Depreciation	Amortization Exp	4 T							
22225	545010	Bad Debt	Expense	4 D							
22225	555010	Insurance		4 ND							
22225	555100	Premiums		5 ND							
22225	555250	Gen Liab	Dept Assessment	6 D							
22225	555260	Benefit	Dept Assessments	6 D	583.47		583.47	778.00	194.53	.25	.75
22225	555300	Gen Liab	Third Party Admte	6 D							
22225	555100	Premiums		5 T	583.47		583.47	778.00	194.53	.25	.75
22225	555900	Claims	Payments/Settlement	5 ND							
22225	559999	PY Enc. Pd.	Insurances	5 D							
22225	555610	Insurance		4 T	583.47		583.47	778.00	194.53	.25	.75
22225	560010	Other	Operating Costs	4 ND							
22225	560050	Travel		5 ND							
22225	560100	Per Diem		6 ND							
22225	560200	Out of State		7 D	487.37		487.37		487.37		
22225	560250	In State		7 D							
22225	560100	Per Diem		6 T	487.37		487.37		487.37		
22225	560400	Transportation	Expense	6 ND							
22225	560450	Local		7 D							
22225	560500	Out of State		7 D	423.00		423.00		423.00		
22225	560550	In State		7 D	42.48		42.48		42.48		
22225	560400	Transportation	Expense	6 T	465.48		465.48		465.48		
22225	560700	Registration		6 D							
22225	560050	Travel		5 T	952.85		952.85		952.85		
22225	561000	Postage	and Mail Service	5 D							
22225	561100	Care	of Prisoners	5 D							
22225	561200	Employee	Training/Tuition	5 D							
22225	561300	Fees	and Taxes	5 ND							



Job 22225 Exp-Alarm Enforcement

Project

Job	Cost Code	Cost Type	Description	L P M	Actual Amount	Open Commitments	Total Commitments	BA Budget	Remaining to Spend	% Remaining	% Spent
22225	561700	D	Credit Card Fees	6 D	589.57		589.57		589.57		
22225	561750	D	Bank Charges & Fees	6 D	13,675.69		13,675.69		13,675.69		
22225	561800	T	Fees and Taxes	3 T	14,265.26		14,265.26		14,265.26		
22225	561800	D	Print/Publish	5 D							
22225	561850	D	Advertising	5 D							
22225	561900	D	Dues	5 D							
22225	562000	D	Purchases for Resale	5 D							
22225	562400	D	Familiarization	5 D							
22225	562500	ND	Rental	5 ND							
22225	562800	ND	Grant Operating Cost	5 ND							
22225	562850	D	Recognition	6 D							
22225	562800	T	Grant Operating Cost	5 T							
22225	563000	D	Laundry and Dry Cleaning	5 D							
22225	563100	D	Sves of other City Depts	5 D							
22225	563110	D	Sves for Indirect Adm Fee	5 D							
22225	569999	D	P-Y Encumb Pd-Oper Costs	5 D							
22225	569010	T	Other Operating Costs	4 T	15,218.11		15,218.11		15,218.11		
22225	570010	ND	Capital Purchases	4 ND							
22225	570100	ND	Capital Outlay	5 ND							
22225	570200	D	Land Acquisition	6 D							
22225	570300	D	Improv to Land other than Bldg	6 D							
22225	570400	D	Building & Structures	6 D							
22225	570500	D	Equipment & Machinery	6 D							
22225	570600	D	Furniture & Fixtures	6 D							
22225	570700	D	Lease Purchases	6 D							
22225	570800	D	Data Processing	6 D							
22225	570850	D	Software	6 D							
22225	570900	ND	Vehicles	6 ND							
22225	570950	D	Vehicles < 1.5	7 D							
22225	571000	D	Vehicles > 1.5	7 D							
22225	570900	T	Vehicles	6 T							
22225	570100	T	Capital Outlay	5 T							
22225	571500	ND	Major Purchases-Exempt	5 ND							
22225	572400	D	Inventory Exempt	6 D	12,408.00	2,695.69	15,103.69	17,500.00	2,396.31	.14	.86
22225	572500	D	Remodeling & Replacement	6 D							
22225	572800	D	Data processing	6 D							
22225	571500	T	Major Purchases-Exempt	5 T	12,408.00	2,695.69	15,103.69	17,500.00	2,396.31	.14	.86
22225	579999	D	P-Y Encumb Pd-C/O	5 D							
22225	570610	T	Capital Purchases	4 T	12,408.00	2,695.69	15,103.69	17,500.00	2,396.31	.14	.86

Job 22225 Exp-Alarm Enforcement

Project

Job	Cost Code	Cost Type	Description	L.P.M.	Actual Amount	Open Commitments	Total Commitments	BA Budget	Remaining to Spend	% Remaining	% Spent
22225	500000	EXPENDITURES		3 T	161,140.36	10,478.66	171,619.02	213,983.00	42,363.98	20	80
22225	700000	OTHER FINANCING USES		3 ND							
22225	700100	Operating Transfers Out		4 LD							
22225	700150	Interfund Transfers Out		4 LD							
22225	700200	Other Uses		4 D							
22225	700310	Realized Loss		4 D							
22225	700000	OTHER FINANCING USES		3 T							
22225		Exp-Alarm Enforcement		2 T	161,140.36	10,478.66	171,619.02	213,983.00	42,363.98	20	80
		Total:		1 T	161,140.36	10,478.66	171,619.02	213,983.00	42,363.98	20	80

City of Santa Fe  
 Job Status Inquiry Print

8512000P

21224 Rev-Public Safety Special Fund

Job

Project

Job	Cost Code	Cost Type	Description	L.P.M.	DE CUM	Actual Amount	Open Commitments	Total Commitments	Budget	Remaining to Spend	% Remaining	% Spent
21224	104010	Local Taxes and Fees		4 ND								
21224	400000	REVENUES		3 ND								
21224	420275	Solicitation License		5 D	3,075.00-	3,075.00-		3,075.00-	1,000.00-	2,075.00	2.08-	3.08
21224	430010	Fees and Services		4 ND								
21224	430100	General		5 ND								
21224	431600	Alarm Service Fees		5 D	473,487.98-	473,487.98-		473,487.98-	136,000.00-	347,487.98	2.76-	3.76
21224	432100	Court Automation Fees		6								
21224	432120	Police Safety Fees		6 D	27,660.50-	27,660.50-		27,660.50-	40,000.00-	12,339.50-	.31	.59
21224	432140	Police Escort Fees		6 D	9,000.00-	9,000.00-		9,000.00-		9,000.00		
21224	432150	Bench Warrant Fees		6 D								
21224	430100	General		5 T	510,148.48-	510,148.48-		510,148.48-	166,000.00-	344,148.48	2.07-	3.07
21224	438500	Solid Waste Mgt. Charges		5 ND								
21224	438550	Fees and Services		5 ND								
21224	438600	Recycled Material		5 D								
21224	438750	Landfill Tipping-City		6 D								
21224	438760	Landfill Tipping-County		6 D								
21224	438770	Landfill Tipping-Other		6 D								
21224	438550	Fees and Services		5 T								
21224	430010	Fees and Services		4 T	510,148.48-	510,148.48-		510,148.48-	166,000.00-	344,148.48	2.07-	3.07
21224	470010	Miscellaneous Revenues		4 ND								
21224	470400	Reimbursements/Refunds		5 D								
21224	470510	Sales- Dirt		5 D								
21224	470600	Sales of Capital Assets		5 D								
21224	470800	Gain on Sale - Investments		5 D								
21224	470900	Gain on Sale - Fixed Assets		5 D								
21224	471000	Vending/Cense Proceeds		5 D								
21224	471300	Bonds Proceeds		5 D								
21224	471350	Bond Premiums		5 D								
21224	471400	Miscellaneous Revenue		5 D								
21224	471500	Over/Under		5 D								
21224	471600	Stale Dated Warrants		5 D								
21224	471700	Inventory Over/Short		5 D								
21224	471800	Gross Receipts Tax		5 D								
21224	471900	Advertising Income		5 D								
21224	471910	Recycling		5 D								
21224	471920	Kid Golf Tournament		5 D								
21224	470010	Miscellaneous Revenues		4 T								
21224	480010	Interest Income		4 ND								
21224	480020	Interest on Investments		5 D								

Job 21224 Rev-Public Safety Special Fund

Project

Job	Cost Code	Cost Type	Description	L P M	Actual Amount	Open Commitments	Total Commitments	Budget	Remaining to Spend	% Remaining	% Spent
21224				DE CUM							
				5 D							
21224	480022	Interest	(Amort of Prem & Disc	5 D							
21224	480025	Interest on Receivables		5 ND							
21224	480010	Interest Income		4 T							
21224	490010	Inter-Governmental Grants		4 ND							
21224	490100	State Grants (Direct)		5 ND							
21224	490150	NM Dept of Transportation		6 D							
21224	490160	NM Housing Division		6 D							
21224	490170	NM Human Svcs Dept		6 D							
21224	490180	NM Health Dept		6 D							
21224	490190	NM Environment Dept		6 D							
21224	490200	NM Envy Min Nat Resources		6 D							
21224	490210	NM Dept of Fin and Admin		6 D							
21224	490220	NM General Services Dept		6 D							
21224	490230	NM State Land Office		6 D							
21224	490240	NM State Library		6 D							
21224	490250	NM Agency on Aging		6 D							
21224	490260	NM Children, Youth & Family		6 D							
21224	490270	NM Admin Office of Court		6 D							
21224	490280	NM State Transp. Authority		6 D							
21224	490290	NM Arts Division		6 D							
21224	490300	NM Public Regulation Commissio		6 D							
21224	490310	NM Office of Cultural Affairs		6 D							
21224	490320	NM Department of Tourism		6 D							
21224	490330	NM Veterans Service Commission		6 D							
21224	490340	NM Finance Authority		6 D							
21224	490350	State Grants (Direct)		5 T							
21224	490500	Federal Grants (Direct)		5 ND							
21224	490510	US Dept Health Hum Svc		6 D							
21224	490515	US Dept of Agriculture		6 D							
21224	490520	US Dept Housing Urban Dev		6 D							
21224	490525	US Dept of Interior		6 D							
21224	490530	US Dept of Labor		6 D							
21224	490535	Army Corps of Engineers		6 D							
21224	490540	US Dept of State		6 D							
21224	490550	US Dept of Transportation		6 D							
21224	490555	US Dept of Justice		6 D							
21224	490560	Natl Found of Arts/Hum		6 D							
21224	490570	Environmental Protection		6 D							
21224	490580	Fed Emergency Mgmt Agcy		6 D							

City of Santa Fe  
 Job Status Inquiry Print

RS12060P

Job 21224 Rev-Public Safety Special Fund  
 Project

Job	Cost Code	Cost Type	Description	L.F.M. D.E.C.U.M.	Actual Amount	Open Commitments	Total Commitments	Budget	Remaining to Spend	% Remaining	% Spent
21224	490590	Fed Bureau of Reclamation		6 D							
21224	490600	US Dept. of Energy		6 D							
21224	490610	US Dept. of Homeland Security		6 D							
21224	490615	US Treasury		6 D							
21224	490506	Federal Grants (Direct)		5 T							
21224	490700	Indirect Prgrms/Flowthrough		5 ND							
21224	490710	Area Agency on Aging-State		6 D							
21224	490715	Area Agency on Aging-Fedl		6 D							
21224	490720	NM Human Svcs Dept		6 D							
21224	490730	NM Housing Division		6 D							
21224	490740	NM Highway & Trans Dept		6 D							
21224	490700	Indirect Prgrms/Flowthrough		5 T							
21224	491000	County Grants		5 ND							
21224	491300	Other Grants		5 ND							
21224	491310	Santa Fe Public Schools		6 D							
21224	491320	Miscellaneous Other Grants		6 D							
21224	491330	Presbyterian Medical Services		6 D							
21224	491340	NM Interstate Stream Comm.		6 D							
21224	491350	City of Santa Fe		6 D							
21224	491300	Other Grants		5 T							
21224	490010	Inter-Governmental Grants		4 T							
21224	600100	Operating Transfers In		4 L D							
21224	600200	Other Sources		4 D							
21224	600250	Other financing sources-lease		4 D							
21224	600300	Unrealized Gains/Losses		4 D							
21224	600310	Realized Gains		4 D							
21224	600400	Transfer Fixed Assets		4 D							
21224	700250	Inventory Clearing Accounts		5 I D							
21224	600400	Transfer Fixed Assets		4 T							
21224	400000	REVENUES		3 T	513,223.48		513,223.48	167,000.00	346,223.48	2.07	3.07
21224		Rev-Public Safety Special Fund		2 T	513,223.48		513,223.48	167,000.00	346,223.48	2.07	3.07
21224		Total:		1 T	513,223.48		513,223.48	167,000.00	346,223.48	2.07	3.07