

**MEMORANDUM
FINANCE DEPARTMENT**

TO: John Gripp, Interim City Manager
SUBJECT: Adjustment to the CY 2022 Budget

Number: 012-22
Date: 03/09/2022

An adjustment is requested to the CY 2022 budget for the **Federal Drug Prevention Fund** in the amount of **\$15,750**. Per the attached memo:

This amount will be transferred from the Federal Drug Prevention fund to cover project costs for a rebuild of the Department's S2 Controller system. The S2 Controller system maintains the functionality of the following systems within the police department: door/gate card readers, card access systems, duress alarms, and electronic door release mechanisms. The current S2 system is partially operational, however some essential functions within the system are not. An inspection of the system was completed and it was determined the system cannot be repaired, but needs to be completely rebuilt. This expense was unforeseen and the system is vital to the day to day operations of the Police Department and effects the entire building.

There is a sufficient fund balance in the Federal Drug Prevention Fund to cover this expense.

Fund	243	Federal Drug Prevention
Department	415	Narcotics/Vice
Cost Center	216	Narcotics/Vice
Object Code	53822	Operating S/C Next

Recommendation: Council approve the budget adjustment, increasing the Federal Drug Prevention Fund (Fund 243) expenditures for CY 2022 by \$15,750.

Submitted by: Linda Barnes, Finance Director

Approved: John Gripp, Interim City Manager

Memorandum

Police Department

To: Linda Barnes, Finance Director

Subject: Budget Adjustment

Date: March 9th, 2022



The Police Department is requesting an adjustment to the 2022 Police Federal Drug Prevention Fund in the amount of \$15,750.00. This amount will be transferred from the Federal Drug Prevention fund to cover project costs for a rebuild of the Department's S2 Controller system. The S2 Controller system maintains the functionality of the following systems within the police department: door/gate card readers, card access systems, duress alarms, and electronic door release mechanisms. The current S2 system is partially operational, however some essential functions within the system are not. An inspection of the system was completed and it was determined the system cannot be repaired, but needs to be completely rebuilt. This expense was unforeseen and the system is vital to the day to day operations of the Police Department and effects the entire building. There is a sufficient fund balance in the Federal Drug Prevention Fund to cover this expense.

Fund	243	Federal Drug Prevention
Department	415	Tactical Operations
Cost Center	216	Narcotics/Vice
Object Code	53822	Operating S/C Next

The total increase to the CY 2022 budget is \$15,750.00.

Recommendation:

The Police Department recommends that the Finance Department present the above requested adjustment to Council for approval at the March 14th, 2022 regular council meeting.

Submitted by: Lieutenant Tim Muehler, Police Department

Approved by: Linda Barnes, Interim Finance Director