



REPORT TO COUNCIL

City of Sacramento

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915 I Street, Sacramento, CA 95814-2604
www.CityofSacramento.org

CONSENT
November 8, 2005

Honorable Mayor and
Members of the City Council

Subject: Budget for Livescan Fingerprinting Services

Location/Council District: Citywide

Recommendation:

Adopt a Resolution adjusting the Sacramento Police Department's FY 2005/06 operating budget and the multi-year operating grant budget for Externally Funded Program 268 (E268) to move program revenues and expenditures to the externally funded program budget and increase program revenues and expenditures to reflect actual and anticipated revenues and expenditures.

Contact: Jim Maccoun, Lieutenant, 433-0866

Department: Police

Division: Fiscal

Organization No: 2112

Summary:

The Sacramento Police Department (SPD) is requesting to move both revenue and expenditure authority from the operating budget to an externally funded program where the expenditures are currently being charged. This is an administrative correction necessary for the implementation of the SPD's Memorandum of Understanding (MOU) with the Department of Justice (DOJ) for Livescan Fingerprinting Services. In addition, SPD's revenue and expenditures have exceeded projections. Thus, the SPD is requesting an increase of revenue and expenditure authority to reflect actual revenues and expenditures.

These corrections will combine all revenue and expenditures for the MOU under one external program E268. This is a fully reimbursable externally funded program.

The level of Livescan Fingerprinting Services provided by the MOU will remain unchanged. As of June 13, 2005, SPD is accepting Livescan fingerprinting by appointment only. SPD will continue to compensate DOJ monthly for services rendered.

Committee/Commission Action: None.

Background Information:

The Memorandum of Understanding (MOU) between the Department of Justice (DOJ) and SPD has been in effect since 1998 (Agreement No. 98-386) and provides fingerprint background clearances to the public and other agencies. SPD uses a device called "Livescan" to electronically submit applicant fingerprints to DOJ for the purpose of providing clearances for various licenses and employment requirements.

In 1998, revenue and expenditures were set in SPD's operating budget (2112 and 2136). An initial corrective action was taken in FY04 and expenditures were charged to the external program E268. However, revenue for this externally funded program remained in the operating budget.

Financial Considerations:

SPD collected a total of \$342,418 for this program in FY04 and FY05. Expenditures and current billings for FY04 and FY05 were \$303,794. However, until the revenue and expense authority are increased and aligned in the externally funded program, SPD is unable to compensate DOJ for services rendered. Contingent on approval of this Resolution, SPD will compensate DOJ \$48,280 (FY05) and \$10,759 (FY06) in arrears as of April 7, 2005.

In order to complete the transition of this program from the operating budget to the externally funded program budget E268, staff recommends reducing SPD's FY06 operating budget to reflect the move of revenue and expenditure authority for this program to E268 as follows:

| | |
|---------------|------------------------------|
| Revenues: | 101-210-2112-3599 (\$95,000) |
| | 101-210-2136-3599 (\$40,000) |
| | 255-210-E268-3599 \$135,000 |
| Expenditures: | 101-210-2112-4xxx (\$95,000) |
| | 101-210-2136-4xxx (\$40,000) |
| | 255-210-E268-4xxx \$135,000 |

In addition, staff recommends increasing the revenue and expenditure authority for E268 by an additional \$262,418 in order to accurately reflect actual and anticipated revenues and expenditures for this program through FY06 as follows:

| | |
|---------------|-----------------------------|
| Revenues: | 255-210-E268-3599 \$262,418 |
| Expenditures: | 255-210-E268-4xxx \$262,418 |

These corrections will combine all revenue and expenditures for the MOU under one external program E268. This is a fully reimbursable externally funded program.

Environmental Considerations:

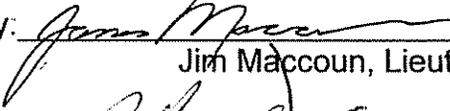
This proposal does not constitute a "project" and is therefore exempt from the California Environmental Quality Act according to CEQA guidelines Section 15061 (b)(1) and 15378(b)(3).

Policy Considerations:

This budget change will allow SPD to continue an ongoing program partnership between DOJ and the City of Sacramento to provide public background requests, fingerprint clearances, and notification of subsequent arrests and/or convictions if applicable.

Emerging Small Business Development (E/SBD):

Goods or services purchased as a result of this agreement will be done in accordance with the City's E/SBD policy.

Respectfully Submitted by: 
Jim Maccoun, Lieutenant

Approved by: 
Albert Nájera
Chief of Police

Recommendation Approved:


ROBERT P. THOMAS
City Manager

Ref: COP 10-33

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RESOLUTION NO.

Adopted by the Sacramento City Council

November 8, 2005

ADJUST THE POLICE DEPARTMENT'S BUDGET TO ACCOUNT FOR THE ADMINISTRATION OF LIVESCAN FINGERPRINTING SERVICES

BACKGROUND

- A. The Memorandum of Understanding (MOU) between the Department of Justice (DOJ) and the Sacramento Police Department (SPD) provides the public and other agencies Livescan Fingerprinting Services and has been effect since 1998. This is a fully reimbursable externally funded program.
- B. SPD's FY06 operating budget currently includes revenue and expenditure authority for this program, while program expenses are being charged to externally funded program E268.
- C. Actual revenues received, and expenses for this program have exceeded current authority and the SPD is unable to compensate the DOJ for services rendered.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. Approve necessary financial adjustments to the SPD's budget in order to complete the transition of the Livescan program from the operating budget to the externally funded program budget E268. These corrections will combine all revenue and expenditures for the MOU under one external program E268.
- Section 2. Reduce the SPD's FY06 operating budget to reflect the move of revenue and expenditure authority for this program to E268 as follows:

| | | |
|---------------|-------------------|------------|
| Revenues: | 101-210-2112-3599 | (\$95,000) |
| | 101-210-2136-3599 | (\$40,000) |
| | 255-210-E268-3599 | \$135,000 |
| Expenditures: | 101-210-2112-4xxx | (\$95,000) |
| | 101-210-2136-4xxx | (\$40,000) |
| | 255-210-E268-4xxx | \$135,000 |

Section 3. Increase the revenue and expenditure authority for E268 by an additional \$262,418 in order to accurately reflect actual and anticipated revenues for this program through FY06 as follows:

| | | |
|---------------|-------------------|-----------|
| Revenues: | 255-210-E268-3599 | \$262,418 |
| Expenditures: | 255-210-E268-4xxx | \$262,418 |