

ITEM 10.F

MOORPARK CITY COUNCIL AGENDA REPORT

TO: Honorable City Council

FROM: Ron Ahlers, Finance Director *R.A.*

Prepared by: Debbie Burdorf, Accountant I *DB*

DATE: January 25, 2010 (City Council meeting of February 17, 2010)

**SUBJECT: Consider Resolution Authorizing Mid-Year Amendments to
2009/2010 Fiscal Year Budget**

BACKGROUND

The City Council adopted a budget for fiscal year 2009/2010 on July 1, 2009, and periodically has amended it by resolution for various projects and programs. After a review of the current budget status, in anticipation of developing a budget recommendation for the new fiscal year, staff has compiled additional recommended budget amendments for the City Council's consideration.

DISCUSSION

The attached resolution makes several revenue and expenditure adjustments to the currently adopted 2009/2010 fiscal year budget, with an explanation for each item contained in Exhibit "B". Revenue adjustments include both increases and decreases due to unanticipated revenue, corrections, and reduced development fees. Expenditure increases are all cost increases, omissions, or critical items that were not previously included in the budget. Expenditure reductions are all development related. Total projected revenue across all funds will decrease by \$4.1 million and total projected expenditures will increase by \$0.6 million. The net impact across all funds is a decrease of \$4.7 million to the available fund balance.

General Fund revenue changes include a reduction in sales tax "triple flip" and an increase in Vehicle License Fees (VLF), as well as a reallocation of property taxes, for a net decrease of \$180,000. The General Fund expenditure increases are relatively small for items including insurance, litigation, electricity, and a County administrative sales tax fee.

The City-wide Traffic Mitigation Fund projects the largest decrease in revenue of \$1.1 million due again to a lack of new development within the City. The Traffic System Fund, the Community Wide Fund, the Zone Development Fee Funds, the Library

Facilities Fund, the A.O.C. Funds, the Endowment Fund, and the Police Facilities Fund all show decreases in revenue fees due to reduced development.

The Community Development Fund has a projected \$404,000 revenue decrease and a corresponding expenditure decrease of \$199,000. These decreases are a result of lower residential and commercial construction activities than originally budgeted. As a result of these changes, the Community Development Fund will finish the fiscal year with a zero fund balance. The General Fund transfer will be increased or decreased depending on what actual revenues and expenditures occur in this fund.

The Assessment District and Park Funds experienced increased water rates during the first half of the year, leading to a number of adjustments throughout the expenditure portion of the amendment. The Intermodal Surface Transportation Efficiency Act ("ISTEA") Fund had the largest requested expenditure adjustment for street construction, which will be reimbursed by a corresponding revenue adjustment from America Recovery and Reinvestment Act funds.

Other fund expenditure increases without additional projected revenues will come out of available reserves. Exhibit "A" summarizes the projected changes to revenues and expenditures and the net fiscal impact by fund.

STAFF RECOMMENDATION (Roll Call Vote Required)

Adopt Resolution No. 2010-_____ amending the fiscal year 2009/2010 budget as noted in Exhibits "A and B" to the attached resolution.

Attachment: Resolution No. 2010-_____.

RESOLUTION NO. 2010-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MOORPARK, CALIFORNIA, AUTHORIZING AN
AMENDMENT TO THE FISCAL YEAR 2009/2010
ADOPTED OPERATING AND CAPITAL IMPROVEMENTS
BUDGET

WHEREAS, on July 1, 2009 the City Council adopted the Operating and Capital Improvements Budget for fiscal year 2009/2010; and

WHEREAS, certain additions and adjustments to the budget are proposed to allow for effective service delivery for the balance of the fiscal year; and

WHEREAS, the City Council now wishes to amend the 2009/2010 fiscal year budget as noted in Exhibits "A and B".

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK
DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. A budget amendment as more particularly described in Exhibits "A and B" attached hereto is hereby approved.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 17th day of February, 2010.

Janice S. Parvin, Mayor

ATTEST:

Deborah S. Traffenstedt, City Clerk

Attachment: Exhibits A and B – Mid Year Budget Amendment

Exhibit "A"
CITY OF MOORPARK
Mid Year Budget Amendment for the 2009/2010 Fiscal Year
Summary by Fund

Fund	Projected Revenue Increase (Decrease)	Projected Expenditure Increase (Decrease)	Net Fund Impact Increase (Decrease)
0100 - Internal Services	\$ -	\$ 23,600	\$ (23,600)
1000 - General	(179,500)	63,938	(243,438)
2001 - Traffic System	(233,000)	10,000	(243,000)
2002 - City-Wide Traffic Mitigation	(1,074,000)	-	(1,074,000)
2100 - Community Wide	(220,000)	-	(220,000)
2111 - Zone Development - Zone 1	(111,000)	-	(111,000)
2113 - Zone Development - Zone 3	(62,000)	-	(62,000)
2154 - Library Facilities	(127,000)	-	(127,000)
2200 - Community Development	(404,000)	(198,794)	(205,206)
2202 - Calhome	20,000	-	20,000
23XX - Lighting & Landscape A.D.	174,000	124,771	49,229
2400 - Park Maintenance	66,000	28,500	37,500
2501 - Los Angeles A.O.C.	(590,000)	22,560	(612,560)
2502 - Tierra Rejada/Spring A.O.C.	(377,000)	-	(377,000)
2603 - Local Transportation 8A	(128,000)	2,041	(130,041)
2604 - ISTEA	618,000	618,000	-
2605 - Gas Tax	(10,000)	-	(10,000)
2609 - Grants	12,000	-	12,000
2611 - Prop 1B Local Streets & Roads	(537,000)	-	(537,000)
2612 - Prop 1B Safety & Security	(100,000)	-	(100,000)
2620 - Engineering/Public Works	(100,000)	(109,000)	9,000
2701 - CDBG	(300,000)	-	(300,000)
2711 - Fires	-	7,819	(7,819)
2800 - Endowment	(372,000)	-	(372,000)
4001 - City Hall Improvement	18,000	-	18,000
4002 - Police Facilities Fund	(186,000)	-	(186,000)
4003 - Equipment Replacement	-	18,000	(18,000)
5000 - Local Transit 8C	122,000	-	122,000
	<u>\$ (4,080,500)</u>	<u>\$ 611,435</u>	<u>\$ (4,691,935)</u>

Exhibit "B"
Mid Year Budget Amendment for the 2009/2010 Fiscal Year

Budget Unit	Object Code	Fund/Division	Description	Current Budget	Current Actual	Amended Budget	Revision	Explanation
REVENUE:								
1000	3010	General Fund	Current Secured Property Tax	\$ 3,150,000	\$ 2,081,982	\$ (150,000)	\$ 3,000,000	General reduction of property taxes
1000	3011	General Fund	Current Unsecured Prop Tax	50,000	19,493	(10,000)	40,000	General reduction of property taxes
1000	3012	General Fund	PY Sec/Unsec Property Tax	3,000	58,478	62,000	62,000	Prior year taxes underbudgeted
1000	3015	General Fund	Homeowners Property Exempt.	30,000	6,028	15,000	45,000	Reallocation of property taxes
1000	3016	General Fund	Public Safety Parcel Tax	-	66,271	120,000	120,000	Public safety property tax allocation
1000	3017	General Fund	Property Taxes VLF	2,825,000	-	95,000	2,920,000	Increase in allocation
1000	3031	General Fund	Sales Tax Compensation	825,000	-	(236,000)	589,000	Reduction in allocation
1000	3040	General Fund	Franchise Fees - Adelphia	325,000	88,332	25,000	350,000	Recalculation of franchise fee
1000	3046	General Fund	Franchise Fees - PEG fees	-	15,305	30,000	30,000	Public, educational and government access cable fee
1000	3051	General Fund	Franchise Fees - GI Rubbish	225,000	78,027	(30,000)	195,000	Recalculation of franchise fee
1000	3052	General Fund	Franchise Fees - Moelpark Rub.	120,000	44,633	(5,000)	115,000	Recalculation of franchise fee
1000	3210	General Fund	Business Registration	60,000	59,191	20,000	80,000	Business registration enforcement increase
1000	3402	General Fund	Interest/MRA City Advance	230,000	-	(80,000)	150,000	Lower interest rates projected at yearend
1000	3504	General Fund	Motor Vehicle in Lieu	100,000	24,815	(25,000)	75,000	Reduction in allocation
1000	3588	General Fund	Expense Reimbursements	5,000	18,608	15,000	20,000	SB 90 payments received but not anticipated
1000	3730	General Fund	Contributions/Donations	36,000	-	(11,000)	25,500	Lower development leads to projected fewer donations
1000	3730	General Fund	Contributions/Donations	36,000	-	500	25,500	Donation from the Rotary Club for anti-graffiti cameras
1000	3883	General Fund	Special Police Dept Svcs	45,000	16,170	(15,000)	30,000	Recalculation of police special service fee
		Subtotal				(179,500)		
2001	3118	Traffic Systems Mgmt	Traffic Mitigation Fees	298,000	32,758	(233,000)	65,000	Various projects not constructed
		Subtotal				(233,000)		
2002	3118	Citywide Traffic Mitigation	Traffic Mitigation Fees	1,374,000	143,934	(1,074,000)	300,000	Various projects not constructed
2100	3120	Community Wide	Fees in-Lieu of Park Land	220,000	-	(220,000)	-	Various projects not constructed
		Subtotal				(220,000)		
2111	3120	Zone Development Fees	Fees in-Lieu of Park Land	111,000	-	(111,000)	-	Various projects not constructed
		Subtotal				(111,000)		
2113	3120	Zone Development Fees	Fees in-Lieu of Park Land	62,000	-	(62,000)	-	Various projects not constructed
		Subtotal				(62,000)		
2154	3115	Library Facilities	Library Facilities Fee	169,000	20,672	(127,000)	42,000	Various projects not constructed
		Subtotal				(127,000)		
2200	3840	Community Development	Planning Time Charges	336,000	184,251	(111,000)	225,000	Various projects not constructed
2200	3241	Community Development	Non-Residential Bldg Permit	285,000	13,292	(255,000)	30,000	Various projects not constructed
2200	3803	Community Development	City Admin of City Attorney	3,000	10,853	8,000	11,000	Additional legal fees
2200	3831	Community Development	Plan Check Residential	89,000	35,394	(19,000)	70,000	Lower new residential construction
2200	3832	Community Development	Plan Check Non-Residential	47,000	8,070	(27,000)	20,000	Various projects not constructed
		Subtotal				(404,000)		
2202	3741	Calhome	Other Loan Payoff	-	20,000	20,000	20,000	Unexpected Calhome payoffs
		Subtotal				20,000		
2312	3102	AD 84-2 Zone 12	SBA Landscape Maintenance	30,000	97,152	174,000	204,000	Budget entry correction
		Subtotal				174,000		
								S:\Financial\Ron Folder\Midyear Analysis\2009-10 Mid Year Budget Amendment doc 09-10 (B&W)

Exhibit "B"
Mid Year Budget Amendment for the 2009/2010 Fiscal Year

Budget Unit	Object Code	Fund/Division	Description	Current Budget	Current Actual	Amended Budget	Explanation
REVENUE:							
2400	3751	Park Maintenance District	Expense Reimbursements	-	65,719	<u>66,000</u> <u>66,000</u>	66,000 Highland Park in-lieu payment from Pardee
	Subtotal						
2501	3110	Los Angeles AOC	Area of Contribution Fee	715,000	62,456	<u>(590,000)</u> <u>(590,000)</u>	125,000 Various projects not constructed
	Subtotal						
2502	3110	Tierra Rejada Spring Rd AOC	Area of Contribution Fee	377,000	-	<u>(377,000)</u> <u>(377,000)</u>	- Various projects not constructed
	Subtotal						
2603	3610	Local Transportation 8A	Transportation/Streets	720,000	-	<u>(128,000)</u> <u>(128,000)</u>	592,000 Updated local streets/transportation allocations from VCTC
	Subtotal						
2604	3615	ISTEA	TEA Federal Grants	756,000	17	<u>618,000</u> <u>618,000</u>	1,374,000 American Recovery and Reinvestment Act funding
	Subtotal						
2605	3500	Gas Tax	Gas Tax 2106	400,000	37,412	<u>(265,000)</u> <u>(5,000)</u>	135,000 Gas Tax portion moved to 2107
2605	3502	Gas Tax	Gas Tax 2105	200,000	53,098	<u>260,000</u> <u>(10,000)</u>	195,000 Gas Tax adjustment
2605	3506	Gas Tax	Gas Tax 2107	-	71,798		260,000 Gas tax 2107 not previously separated
	Subtotal						
2609	3530	Grants	Supplemental Law Enf. Grant	50,000	61,746	<u>12,000</u> <u>12,000</u>	62,000 COPS distribution
	Subtotal						
2611	3582	Prop 1B Local Streets	SB1266-06 Transportation Bond	537,000	-	<u>(537,000)</u> <u>(537,000)</u>	- Not expected this fiscal year
	Subtotal						
2612	3582	Prop 1B Safety and Security	SB1266-06 Transportation Bond	100,000	-	<u>(100,000)</u> <u>(100,000)</u>	- Not expected this fiscal year
	Subtotal						
2620	3802	Engineering/Public Works	City Admin Engin Contract	60,000	470	<u>(45,000)</u> <u>1,096</u>	15,000 Lack of development
2620	3841	Engineering/Public Works	Public Improv Plan Check	9,000	16,000	<u>25,000</u> <u>(71,000)</u>	25,000 Error in original budget
2620	3842	Engineering/Public Works	Public Improv Inspection	81,000	45	<u>10,000</u> <u>(100,000)</u>	10,000 Lack of development
	Subtotal						
2701	3588	CDBG	Other State Funds	489,000	-	<u>(300,000)</u> <u>(300,000)</u>	189,000 Budget input correction
	Subtotal						
2800	3118	Endowment	Other Development & Assessmt	588,000	114,142	<u>(358,000)</u> <u>8,960</u>	230,000 Various projects not constructed
2800	3121	Endowment	Community Services Fee	32,000	-	<u>(14,000)</u> <u>(372,000)</u>	18,000 Various projects not constructed
	Subtotal						
4001	3400	City Hall Improvement Fund	Investment Earnings	8,000	18,069	<u>18,000</u> <u>18,000</u>	26,000 Investment earnings up based on fund cash balance
	Subtotal						
4002	3116	Police Facilities Fund	Police Facilities Fee	232,000	23,092	<u>(186,000)</u> <u>(186,000)</u>	46,000 Various projects not constructed
	Subtotal						
5000	3510	Local Transit 8C	Transit/Streets	263,000	-	<u>70,000</u> <u>52,000</u>	333,000 Article 8C operations and capital allocations from VCTC
5000	3615	Local Transit 3C	Other Federal Revenue/Grants	1,260,000	-	<u>1,312,000</u> <u>\$ 122,000</u>	1,312,000 American Reinvestment and Recovery Act funding for paratransit
	Subtotal						
							Total revenue <u>\$ (4,080,500)</u>

S:\Finance\Ron Folder\Midyear Analysis\2009-10 Mid Year Budget Amendment doc 09-10 (B&W)
 S:\Finance\Ron Folder\Midyear Analysis\2009-10 Mid Year Budget Amendment doc 09-10 (B&W)

Exhibit "B"
Mid Year Budget Amendment for the 2009/2010 Fiscal Year

Budget Unit	Object Code	Fund/Division	Description	Current Budget	Current Actual	Amended Budget	Revision	Explanation
EXPENDITURES:								
0100-3120-0000	9102	Information Systems	Contractual Services	\$ 136,600	\$ 21,785	\$ 5,000	\$ 141,600	Contract L S. staff
0100-3120-0000	9201	Information Systems	Computer Supplies	\$ 66,800	\$ 8,360	\$ 7,300	\$ 74,100	Switch and fiber modules for AVRC upgrade
0100-3120-0000	9503	Information Systems	Computer Equipment	-	-	11,300	11,300	Wire computer connection for AVRC
1000-3110-0000	9012	Human Resources	Unemployment Insurance	12,000	10,342	7,000	19,000	Additional unemployment insurance payments
1000-4100-0000	9123	City Attorney	Legal Services	-	5,462	10,000	10,000	Heyn litigation
1000-5110-0000	9451	Finance	State/County Admin Fee	-	16,208	33,000	33,000	Quarterly sales tax administrative adjustment
1000-5110-0000	9452	Finance	Collection Admin Fee	-	348	2,000	2,000	Ventura County tax administrative fee
1000-7620-7701	9413	Facilities	Electricity	25,000	13,806	5,006	30,006	Electric rate increase
1000-7620-7704	9413	Facilities	Electricity	26,000	15,175	6,432	32,432	Electric rate increase
1000-9200-0000	9205	Public Safety	Special Department Supplies	18,785	5,462	500	19,285	Antigraffiti cameras from Rotary Club
2001-8510-0000	9102	Traffic Systems	Contract Services	-	-	63,938	63,938	
		Subtotal				10,000	10,000	Simi Valley transit maintenance facility compressed natural gas meter
2200-6410-0000	9144	Community Development	B&S Non-Residential Plan Ck	31,455	3,738	(21,455)	10,000	Various projects not constructed
2200-6410-0000	9146	Community Development	B&S Residential Permits	170,811	57,675	(30,811)	140,000	Various projects not constructed
2200-6410-0000	9147	Community Development	B&S Non-Residential Permits	166,528	6,812	(146,528)	20,000	Various projects not constructed
2200-6430-0000	9122	Community Development	Legal Services Non-Retainer	30,000	5,277	(10,000)	20,000	Moved to litigation
2200-6430-0000	9123	Community Development	Legal Services Litigation	30,000	38,862	20,000	50,000	Moved from non-retainer
2200-6440-0000	9122	Community Development	Legal Services Non-Retainer	25,000	3,571	(10,000)	15,000	Moved to litigation
		Subtotal				(198,794)	10,000	
2300-6800-8901	9414	AD 84-2	Street Light Energy	363,000	216,772	10,000	373,000	Higher than expected energy costs
	9252	AD 84-2	Property Maintenance	10,000	14,564	5,920	15,920	Vandalism/trifac accident/repairs
2300-7900-7901	9415	AD 84-2	Water	40,000	34,677	12,559	52,559	Reseeding/replanting extra water required
2300-7900-7901	9331	AD 84-2	Landscape Services	100,300	39,664	20,000	120,300	Error in budget, s/b \$120,300
2302-7900-7901	9415	AD 84-2 Zone 2	Water	13,300	14,981	10,300	23,600	Mainline leak undetected and rate increase
2305-7900-7901	9415	AD 84-2 Zone 5	Water	14,000	13,027	5,000	19,000	Water rate increase
2310-7900-7901	9415	AD 84-2 Zone 10	Water	60,000	40,900	5,729	65,729	Water rate increase
2312-7900-7901	9415	AD 84-2 Zone 12	Water	30,000	32,855	15,119	45,119	Water rate increase
2315-7900-7901	9415	AD 2001-02 Light & Landsc.	Water	25,000	28,084	25,000	50,000	New area estimate too low
2315-7900-7901	9632	AD 2001-02 Light & Landsc.	Imps Other Than Buildings	-	15,144	15,144	15,144	Install trail drains
		Subtotal				124,771	124,771	
2400-7800-7801	9415	Park Maintenance	Water	15,000	15,784	10,550	25,550	2.3 Acre park expansion required more water
	9415	Park Maintenance	Water	16,100	11,759	8,000	24,100	Rate increase
2400-7800-7801	9415	Park Maintenance	Water	18,400	19,442	9,950	28,350	Water budget estimate too low
		Subtotal				28,500	28,500	
2501	9851	LAAOC	Revenue Refund	-	22,560	22,560	22,560	Pardee refund LA AOC fees
		Subtotal				22,560	22,560	
2603-8310-8039	9601	Local Transportation 8A	Design/Engineering	(946)	-	946	618,000	
2603-8310-8056	9601	Local Transportation 8A	Design/Engineering	(1,045)	50	1,095	618,000	
		Subtotal				2,041	2,041	
2604-8310-8083	9640	I STEA	Construction of Streets	-	-	618,000	618,000	
		Subtotal				618,000	618,000	

S:\Finance\Ron\Folder\Midyear Analysis\2009-10 Mid Year Budget Amendment doc 09-10 (B&W)

Exhibit "B"**Mid Year Budget Amendment for the 2009/2010 Fiscal Year**

Budget Unit	Object Code	Fund/Division	Description	Current Budget	Current Actual	Amended Budget	Explanation
EXPENDITURES:							
2620-8410-0000	9155	Engineering/Public Works	Public Improvement Plan Ck	54,000	-	(29,000)	25,000 Reduction in developments
2620-8410-0000	9156	Engineering/Public Works	Public Improvement Inspection	90,000	-	(80,000)	10,000 Reduction in developments
		Subtotal				<u>(109,000)</u>	
2711-2210-2020	9002	2006 Shekell Fires/Sep2009F	Salaries (full-time)	-	7,819	<u>7,819</u>	7,819 Guiberson fire full time employee hours
		Subtotal				<u>7,819</u>	
4003-2210-0000	9201	Equipment Replacement Fund	Computer Supplies/Equipment	1,800	-	18,000	19,800 Computers, printers, controllers and display screens for the EOC
		Subtotal				<u>18,000</u>	
				Total expenditures	\$ <u>611,435</u>		