

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Steven Kueny, City Manager  
**BY:** Ron Ahlers, Finance Director 

**DATE:** June 3, 2010 (City Council Meeting of June 16, 2010)

**SUBJECT:** Consider Resolution Adopting the Operating and Capital Improvements Budget for the City of Moorpark for the Fiscal Year 2010/2011

**SUMMARY**

On May 19, 2010 the City Manager presented to the City Council the recommended Operating and Capital Improvement Budgets for FY 2010/2011. The Council held a public meeting to discuss the budget on May 27, 2010. Based on this meeting, Council directed staff to make several changes to the recommended budget and approved it. After further analysis of the May 27 action and current information, staff has included other adjustments for Council consideration and action. The General Fund has a projected deficit of \$31,000, which shall be funded by the General Fund Reserve.

**DISCUSSION**

On May 27, 2010 the City Manager presented to City Council the Operating and Capital Improvement Budgets for the City of Moorpark. As submitted, the budget had a projected General Fund deficit of approximately \$280,000. The City Manager identified several options in revenue increases as well as expenditure reduction measures for the General Fund and other funds that the General Fund supports. These reductions are in anticipation of further actions from the State of California and additional financial support required by the landscape maintenance districts, Community Development Fund and Parks Maintenance Fund. This resulted in the General Fund deficit being reduced to approximately \$31,000. The modifications are as follows:

<b>Revenue Increases and Transfers to other Funds</b>	<b>General Fund</b>	<b>Other Funds</b>
<b><u>Description</u></b>		
Sales Tax Compensation "Triple Flip"	\$ 100,000	
Flag Football League Fees	(\$ 6,800)	
Transfer from TDA Article 8A to Gas Tax Fund		\$ 119,000
Transfer from TDA Article 8A to Article 8C		\$ 3,000
<b>SUB-TOTAL REVENUE INCREASES</b>	<b>\$ 93,200</b>	<b>\$ 122,000</b>

<b>Expenditure Reductions and Transfers from other Funds</b>		
<b><u>Description</u></b>	<b><u>Amount</u></b>	
Police Services contract	\$ 100,000	
General Liability Insurance Premium	\$ 16,584	\$ 10,416
Workers Compensation Insurance Premium	\$ 37,625	\$ 27,067
City Council: Reduce laptops by one	\$ 1,900	
Active Adult Center Attendance Software	(\$ 2,000)	
Flag Football League	\$ 4,800	
Arts Festival	(\$ 2,000)	
Project 7029: Mountain Meadows Basketball Court Lights ~ Completed 2009/10.		\$ 15,796
Project 7030: AVCP Pump House ~ Completed 2009/10		\$ 10,000
Project 7805: Campus Park Restroom Upgrades ~ Change Funding from Park Improvement Fund Zone 2 to Park Maintenance Fund		\$ 0
Project 7808: Peach Hill Park Playground Surfacing & equipment		\$ 30,000
Project 7901: Landscape Planting Projects		\$ 38,500
Transfer from TDA Article 8A to Gas Tax Fund		(\$ 119,000)
Transfer from TDA Article 8A to Article 8C		(\$ 3,000)
<b>SUB-TOTAL SAVINGS / (EXPENSE)</b>	<b>\$ 156,909</b>	<b>\$ 9,779</b>

In addition, the City Manager proposes three items for consideration. First, a project to be funded by the Endowment Fund for a "Master Drainage Study" in the amount of \$150,000. Second, increased operational costs for the Tierra Rejada Road Phase 2 Median for landscape maintenance, utilities and other operating costs in the amount of \$3,356. Third, \$5,000 to restore funding for bus shelter maintenance in the Transit Fund.

Collectively, the above measures yield a total net deficit reduction to the City budget of \$223,532 and the General Fund of \$250,109; that results in an approximate \$31,000 General Fund deficit projected for FY 2010/11. As directed by Council this deficit will be reduced by using an appropriation from the General Fund Reserve.

Unless otherwise indicated, all changes enumerated under each division impacts the General Fund:

### Administrative Services

#### City Council

- Reduce the purchase of one laptop, savings of \$1,900

#### City Manager

#### Finance

#### Community Development

#### Parks, Recreation & Community Services

- Increase Arts Festival by \$2,000
- Increase Attendance Software for Active Adult Center by \$2,000
- Remove Flag Football League, savings of \$4,800
- Mountain Meadows Basketball Court Lights (Project 7029) completed in FY 2009/10, savings of \$15,796 {Park Zone 3 Fund}
- AVCP Pump House (Project 7030) completed in FY 2009/10, savings of \$10,000 {Parks City-wide Fund}
- Campus Park Restroom Upgrades (Project 7805) ~ move \$28,000 funding from Park Zone 2 to Park Maintenance Fund {Park Maintenance and Park Zone 2 Funds}
- Peach Hill Park Playground Surfacing and Equipment (Project 7808) completed in FY 2009/10, savings of \$30,000 {Parks Maintenance Fund}
- Landscape Planting Projects (Project 7901) eliminated, savings of \$38,500 {Parks City-wide Fund}
- Tierra Rejada Road Phase 2 median maintenance costs of \$3,356 (LMD City-wide).

#### Public Works

- Increase Transfers from TDA Article 8A (fund 2603) to:

- Gas Tax (fund 2605) by \$119,000
- Transit Article 8C (fund 5000) by \$3,000
- Add Project: Master Drainage Study of \$150,000 {Endowment Fund}
- Restore funding for bus shelter maintenance of \$5,000 (Transit Fund)

#### Public Safety

- Reduce Ventura County Police Services contract by \$100,000

#### Personnel Costs

- Reduce Workers Compensation Insurance Premiums by \$64,692 {All Funds}

#### General Costs

- Reduce General Liability Insurance Premiums by \$27,000 {All Funds}

#### Revenues

- Increase Sales Tax Compensation "Triple Flip" by \$100,000
- Remove Flag Football League, reduce fee revenue of \$6,800

If the City Council concurs with the changes to the City Manager's recommended budget as noted in this staff report, staff recommends that the City Council adopt the attached resolution. The final budget document with the referenced changes will be provided to the City Council under separate cover as well as made available to the public on the City's Home Page, at City Hall and the Moorpark Library by early July.

#### **STAFF RECOMMENDATION** (Roll Call Vote)

Adopt Resolution No. 2010-\_\_\_\_\_.

Attachment: Resolution No. 2010-\_\_\_\_\_  
Changes to Recommended Budget per May 27, 2010 Budget Workshop

RESOLUTION NO. 2010-\_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, ADOPTING THE OPERATING AND CAPITAL IMPROVEMENTS BUDGET FOR THE CITY OF MOORPARK FOR THE FISCAL YEAR 2010/2011

WHEREAS, on May 19, 2010 the City Manager's Recommended Budget for Fiscal Year 2010/2011 was submitted to the City Council for its review and consideration; and

WHEREAS, the City Council has provided the opportunity for public comment at a public meeting held on May 27, 2010, and conducted detailed review of expenditure proposals; and

WHEREAS, as the result of the reviews and analysis, expenditure proposals and revenue projections have been modified as needed.

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

SECTION 1. The Operating and Capital Improvements Budget for Fiscal Year 2010/2011 (beginning July 1, 2010) for the City of Moorpark containing operating and capital expenditures and anticipated revenues as identified in Exhibit "A" to this resolution attached hereto and incorporated herein, shall be adopted as the City of Moorpark's Operating and Capital Improvements Budget for Fiscal Year 2010/2011.

SECTION 2. The City Manager is authorized to amend the capital improvement budget for Fiscal Year 2010/2011 at the conclusion of the Fiscal Year 2009/2010 when a final accounting of project costs during the Fiscal Year 2009/2010 is complete and continuing appropriations are determined as long as the total project appropriation authorized by the City Council is not exceeded.

SECTION 3. The City Manager is authorized to approve appropriation transfers within departments and within individual funds as required to provide efficient and economical services, as long as the total department appropriation and fund appropriation authorized by the City Council is not exceeded.

SECTION 4. Except as otherwise provided in this resolution, amendments to the appropriations in Fiscal Year 2010/2011 Operating and Capital Improvements Budget shall require Council action by resolution.

SECTION 5. The City Manager is authorized to make such emergency appropriations as may be necessary to address emergency needs of the City, provided that the appropriation is presented to the City Council at its next regular meeting for ratification.

SECTION 6. 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 16<sup>th</sup> day of June, 2010.

\_\_\_\_\_  
Janice S. Parvin, Mayor

ATTEST:

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Deborah S. Traffenstedt, City Clerk

Attachment: Exhibit "A"

Exhibit A

Operating and Capital Improvements Budget

For the City of Moorpark

Fiscal Year 2010/2011

Provided Separately