

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Ron Ahlers, Finance Director 
Prepared by: Debbie Burdorf, Accountant 

DATE: February 7, 2012 (City Council meeting of February 15, 2012)

SUBJECT: Consider Resolution Authorizing Mid-Year Amendments to Fiscal Year 2011/2012 Budget

BACKGROUND

The City Council adopted a budget for fiscal year 2011/2012 on June 15, 2011, 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 2011/2012 fiscal year budget, with an explanation for each item contained in Exhibit "B". Revenue adjustments are mostly increases due to unanticipated revenue and decreases due to reduced development. Expenditure increases are all cost increases, omissions, or critical items that were not previously included in the budget. The only expenditure reductions are for Charles Abbott fees due to corresponding reduced development. Total projected revenue across all funds will increase by \$0.6 million and total projected expenditures will increase by just under \$100,000. The net impact across all funds is an increase of \$0.5 million to the available fund balance.

General Fund revenues have the largest increase of all the funds at \$0.9 million. That increase consists of property taxes, sales taxes, a note payoff, and class registration program changes. The General Fund revenue decreases are for property tax and cost plan adjustments, film permits and the interest on the Redevelopment Agency of the City of Moorpark loan, which was not funded. General Fund expenditures also have the largest increase of \$140,000. That number is made up of building repairs and equipment replacement as a result of the annex traffic accident, the Arroyo Vista sewer pump upgrade and the payment system expense to offset the above-mentioned class

registration revenue. The result is a net General Fund projected increase of \$0.7 million.

The next largest projected revenue increase is for the Intermodal Surface Transportation Efficiency Act ("ISTEA") Fund in the amount of \$120,000. This revenue was originally projected to be received as a reimbursement last fiscal year from the Congestion Mitigation and Air Quality Improvement (CMAQ) Program for the Metrolink second entrance project.

The remaining revenue increases are for the Community-Wide Fund at \$38,000 for the rental of the Boething Treeland property for calendar years 2010, 2011 and 2012, the Affordable Housing Fund rental property adjustment of \$36,000 and the Savewater rebate of \$10,800 in the Assessment District Pardee Fund.

The largest revenue decrease, as mentioned above, is for the Community Development Fund's Charles Abbott fees in the amount of \$408,000 due to corresponding decreased building activity. Expenditures also decreased by \$120,000, again due to corresponding decreased development for a net fund change of (\$288,000).

A smaller decrease in revenue in the amount of \$53,000 for the Transportation Development Act (TDA) Fund is due to a combination of the recent negative allocation update and positive bus auction revenue.

The Solid Waste fund needs a \$32,000 expenditure increase for used oil containers and recycling.

The Park Maintenance Fund also has an expenditure increase of \$32,000 for park water and electricity, and it makes up the fund's entire net change.

The Prop 1B Safety and Security Fund and the City-Wide Traffic Mitigation Fund both project \$5,000 expenditure increases. The Prop 1B Fund's increase is for a retention correction and the City-Wide Fund's increase is for property maintenance.

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. 2012-_____ amending the fiscal year 2011/2012 budget as noted in Exhibits "A and B" to the attached resolution.

Attachment: Resolution No. 2012-_____.

RESOLUTION NO. 2012-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2011/2012 ADOPTED OPERATING AND CAPITAL IMPROVEMENTS BUDGET

WHEREAS, on June 15, 2011 the City Council adopted the Operating and Capital Improvements Budget for fiscal year 2011/2012; 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 2011/2012 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 15th day of February, 2012.

Janice S. Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk

Attachment: Exhibits A and B – Mid Year Budget Amendment

Exhibit "A"
CITY OF MOORPARK
Mid Year Budget Amendment for the 2011/2012 Fiscal Year
Summary by Fund

<u>Fund</u>	<u>Projected Revenue Increase (Decrease)</u>	<u>Projected Expenditure Increase (Decrease)</u>	<u>Net Fund Impact Increase (Decrease)</u>
1000 - General	\$ 877,500	\$ 140,300	\$ 737,200
2002 - City-Wide Traffic Mitigation	-	5,000	(5,000)
2100 - Community Wide	38,000	-	38,000
2200 - Community Development	(408,605)	(120,260)	(288,345)
2201 - Affordable Housing	36,000	-	36,000
23XX - Lighting & Landscape A.D.	10,800	-	10,800
2400 - Park Maintenance	-	32,000	(32,000)
2604 - ISTE A	120,000	-	120,000
2612 - Prop 1B Safety & Security	-	5,000	(5,000)
5000 - Local Transit 8C	(53,085)	-	(53,085)
5001 - Solid Waste	-	32,000	(32,000)
	<u>\$ 620,610</u>	<u>\$ 94,040</u>	<u>\$ 526,570</u>

Exhibit "B"
City of Moorpark
Mid Year Budget Amendment for the 2011/2012 Fiscal Year

Budget Unit	Object Code	Fund/Division	Description	Current Budget	Current Actual	Revision	Amended Budget	Explanation
REVENUE:								
1000	3011	General Fund	Current Unsecured	\$ 40,000	\$ 115,040	\$ 75,000	\$ 115,000	Unsecured property taxes adjusted
1000	3013	General Fund	Supplemental Secured	75,000	6,317	(40,000)	35,000	Supplemental property taxes adjusted
1000	3016	General Fund	Parcel Taxes	140,000	91,926	35,000	175,000	Parcel taxes adjusted
1000	3017	General Fund	Property Taxes - VLF	2,900,000	1,440,106	(20,000)	2,880,000	Property taxes adjusted
1000	3030	General Fund	Sales and Use Tax	2,500,000	1,008,169	100,000	2,600,000	Sales taxes adjusted per HDL estimates
1000	3031	General Fund	Sales Tax Compensation	825,000	428,608	32,000	857,000	Triple flip adjustment
1000	3211	General Fund	Filming Permits	7,000	1,400	(5,000)	2,000	Fewer film permits were issued
1000	3402	General Fund	Interest MRA Advance	150,000	-	(150,000)	-	MRA loan not funded and no interest earned
1000	3741	General Fund	Other Loan Payoff	-	900,000	900,000	900,000	Mission Bell note payoff
1000	3809	General Fund	Cost Plan	306,500	156,570	(127,500)	179,000	Cost plan adjustment due to RDA abolishment
1000-7630-7618	3862	General/Recreation	Contract Class Registration Fees	137,000	112,150	78,000	215,000	New payment system for Away We Grow programs
		Subtotal				<u>877,500</u>		
2100	3401	Community Wide	Rents and Concessions	-	37,543	38,000	38,000	Boething Treeland leases 2010, 2011, and 2012
		Subtotal				<u>38,000</u>		
2200	3240	Community Development	Residential Building Permits	379,379	105,875	(259,379)	120,000	Residential development slowed below expectations
2200	3241	Community Development	Non-Residential Building Permits	31,830	53,321	38,170	70,000	Increase in tenant improvements
2200	3826	Community Development	Advance Planning Fees	12,000	6,825	(4,000)	8,000	Residential development slowed below expectations
2200	3831	Community Development	Plan Check Residential	117,666	51,119	(47,666)	70,000	Residential development slowed below expectations
2200	3832	Community Development	Plan Check Non-Residential	20,930	23,736	11,070	32,000	Increase in tenant improvements
2200	3840	Community Development	Planning Time Charges	306,800	86,513	(146,800)	160,000	Residential development slowed below expectations
		Subtotal				<u>(408,605)</u>		
2201	3404	Affordable Housing	Rents - Tenants	5,000	26,980	36,000	41,000	Rental properties
		Subtotal				<u>36,000</u>		
2322	3751	AD 2007-01 Pardee	Expense Reimbursements	-	10,800	10,800	10,800	Savewater rebate
		Subtotal				<u>10,800</u>		
2604	3615	TEA/Federal Grants	Other Federal Revenue Grants	1,260,000	-	120,000	1,380,000	CMAQA funds projected to be spent last year
		Subtotal				<u>120,000</u>		
5000	3510	TDA 8C	TDA Article 8	500,000	4,094	(61,535)	438,465	TDA allocation update
5000	3750	TDA 8C	Other Revenue Not Elsewh. Class	-	8,493	8,500	8,500	Buses 6433, 6448, and 6449 auction revenue
		Subtotal				<u>(53,035)</u>		
			Total revenue			\$ 620,660		

Budget Unit	Code	Fund/Division	Description	Budget	Actual	Revision	Budget	Explanation
EXPENDITURES:								
1000-2410-0000	9122	General/MRA Economic Dev	Legal Services	\$	12,246	\$	12,300	BWS legal for Mission Bell
1000-7620-0000	9202	General/Community Facilities	Office Supplies	500	3,253	5,000	5,000	Traffic accident furniture replacement
1000-7620-0000	9252	General/Community Facilities	Property Maintenance	128,113	95,398	25,000	153,113	Traffic accident repairs
1000-7620-7704	9415	General/AAC	Water	300	2,546	5,000	5,300	Active Adult Center underbudgeted
1000-7620-7701	9252	General/AVCP	Property Maintenance	28,458	15,813	5,000	33,458	AVCP sound system upgrade, sewer pump alarm
1000-7630-7618	9160	General/Recreation	Class Instructor Pay	62,000	99,951	88,000	150,000	New payment system for "Away We Grow" programs
		Subtotal				<u>140,300</u>		
2002-8310-8061	9252	City-Wide Traffic Mitigation	Property Maintenance	-	625	5,000	5,000	1449 Walnut Canyon maintenance
		Subtotal				<u>5,000</u>		
2200-6410-0000	9143	Community Development	B&S Residential Plan Check	78,448	31,071	(23,448)	55,000	Charles Abbott fees based on devel estimates
2200-6410-0000	9144	Community Development	B&S Non-Residential Plan Check	13,954	16,811	13,046	27,000	Charles Abbott fees based on devel estimates
2200-6410-0000	9146	Community Development	B&S Residential Permits	221,292	52,567	(141,292)	80,000	Charles Abbott fees based on devel estimates
2200-6410-0000	9147	Community Development	B&S Non-Residential Permits	18,566	30,941	31,434	50,000	Charles Abbott fees based on devel estimates
		Subtotal				<u>(120,260)</u>		
2400-7800-7805	9415	Park Maintenance	Water	6,210	4,899	5,000	11,210	Campus Park water rate increases
2400-7800-7813	9413	Park Maintenance	Electricity	1,200	9,539	17,500	18,700	Glenwood Park new restroom
2400-7800-7818	9415	Park Maintenance	Water	28,750	20,603	9,500	38,250	Mammoth Park water rate increases
		Subtotal				<u>32,000</u>		
2612-8510-8073	9632	Prop 1B Safety & Security	Public Trans - Metrolink	935	5,935	5,000	5,935	Correct Metrolink Falcon Builders retention
		Subtotal				<u>5,000</u>		
5001-3140-3006	9205	Solid Waste AB939	Special Department Supplies	-	-	5,000	5,000	Used oil containers
5001-3140-3006	9234	Solid Waste AB939	Advertising	-	-	5,000	5,000	Newspaper advertising for used oil containers
5001-3140-3004	9205	Solid Waste AB939	Special Department Supplies	39,759	10,009	22,000	61,759	Recycling receptacles for parks
		Subtotal				<u>32,000</u>		
				Total expenditures \$	94,040			