City of Kingsburg
1401 Draper Street, Kingsburg, CA 93631-1908
(559)897-5821 (559)897-5568

Bruce Blayney
Mayor

Michelle Roman
Mayor Pro Tem

COUNCIL MEMBERS
Ben Creighton
Sherman Dix
Staci Smith

Alexander J. Henderson
City Manager

CITY OF KINGSBURG
FINANCE COMMITTEE
FEBRUARY 25, 2016
6:00 p.m.
KINGSBURG CITY COUNCIL CHAMBER
1401 DRAPER STREET

1. **Call to order** – Bruce Blayney

2. **Public Comments** - Any person may directly address the Committee at this time on any item on the agenda, or on any item that is within the subject matter jurisdiction of the Committee. A maximum of five minutes is allowed for each speaker.

3. **Approval of Minutes** –Approve minutes from February 4, 2016 Finance Committee Meeting as prepared by Mary Colby.

4. **Discussion Regarding Public Safety Funding**
   - Presentation by Nathan Perez, David Taussig & Associates, Inc. (informational only)

4. **Review Recommended Budget Amendment**
   - Review Staff Report prepared by Maggie Moreno

6. **Other Business** -

7. **Adjourn** - to the next regular meeting of the City of Kingsburg Finance Committee.

CITY OF KINGSBURG
FINANCE COMMITTEE
FEBRUARY 4, 2016

Call to order – At 6:00PM the Kingsburg Finance Committee meeting was called to order.

Members Present – Sherman Dix, Alexander Henderson, Maggie Moreno and Bruce Blayney

Members Absent – None

Staff Present – Mary Colby Planning Secretary

Public Comments – There were no citizens present who wished to comment at this time.

Approval of Minutes –Member Dix made a motion, seconded by Member Henderson to approve the minutes from the December 9, 2015 Finance Committee Meeting as presented. The motion carried by unanimous vote of those Members present.

2015-2016 City Mid-Year Budget Evaluation - Presentation by City Manager Alex Henderson

Member Moreno pointed out a few corrections that need to be made in the staff report.

Member Henderson discussed the Year to date revenue and expenditure explaining that most of the accounts are in line with the budget predicted.

The Committee discussed in general the different budgeted amounts and discussed expenditures and revenues year to date performance. :

- Property Tax
- Sales Tax
- Motor Vehicle Teeter
- Franchise Fees
- Transient Occupancy Tax
- Business License
- Grants
- Measure C
- Capital Facilities/Impact Fees
- Building and Planning Fees

Finance Director Maggie Moreno reviewed the budget amendments stating that there are a total of 15 amendments to be addressed.

A motion was made by Member Dix to approve the proposed budget adjustments and present to the City Council the changes recommended by the Finance Committee, the motion was seconded by Member Henderson. The motion carried by unanimous voice vote.

Other Business –
The Committee discussed public safety funding options. Member Henderson stated that he will compile information to present to the Finance Committee. The Committee then directed staff to prepare information on public options related to safety funding to present to the Committee at a future date.

Adjourn – At 7:30 PM the Kingsburg Finance Committee meeting was adjourned.

Prepared by

Mary Colby
Planning Secretary

Meeting Date: 02/25/2016
Agenda Item:

FINANCE COMMITTEE STAFF REPORT

REPORT TO: **Finance Committee**

REPORT FROM: **Maggie Moreno, Finance Director** **REVIEWED BY:** AP

AGENDA ITEM: **Proposed Budget Amendments**

ACTION REQUESTED: __Ordinance __Resolution _✓_Motion ____Receive/File

EXECUTIVE SUMMARY

Included in your packet are four proposed budget amendments to reflect actual/expected expenditures and revenue. The amendments provide explanation for deviation from the originally adopted 2015-2016 annual budget.

RECOMMENDED ACTION

1. Review the proposed amendments and recommend necessary amendments to City Council.

POLICY ALTERNATIVE(S)

1. NA

REASON FOR RECOMMENDATION/KEY METRIC

1. A budget amendment provides a necessary paper trail for our auditors to examine appropriation changes when necessary.

FINANCIAL INFORMATION

FISCAL IMPACT:

1. Is There A Fiscal Impact? Yes
2. Is it Currently Budgeted? No
3. If Budgeted, Which Line? NA

PRIOR ACTION/REVIEW

None

BACKGROUND INFORMATION

There are four line items funds that require a mid-year adjustment to reflect updated expectations. Each of the expenditures was approved previously by City Council, and the proposed amendments help provide clarity in the budget document, as well as to properly reflect spending and the year in which it occurred.

Requested Appropriations

1. City Manager – Wages (001-1600-519-51-01) Budgeted Amount: $116,004 Proposed Amount: $127,004
   - Total amendment amount: $11,000
   - This amendment is necessary for adjustment to the overall compensation package.
   - Funds will be offset from General Fund Balance.

2. City Manager – Medical (001-1600-519-51-25) Budgeted Amount: $10,851 Proposed Amount: $10,941
   - Total amendment amount: $90
   - This amendment is necessary for adjustment to the overall compensation package.
   - Funds will be offset from General Fund Balance.

3. City Manager – Prof Svc (001-1600-519-52-70) Budgeted Amount: $9,000 Proposed Amount: $14,000
   - Total amendment amount : $5,000
   - This amendment is necessary for adjustment to the overall compensation package.
   - Funds will be offset from General Fund Balance.

Revenue Adjustments

4. Fire – IGT –(320-0000-435-01-09) Budgeted Amount: $829,574 Proposed Amount: $754,158
   - Total amendment amount: ($75,416)
   - The adjustment is to reflect adjustment on the projected amount to be received for IGT.
   - Funds will be used to offset IGT deposit expense and ambulance related expenditures.

City of Kingsburg

Accounting Use Only
Budget Adjustment Number: 10

Resolution Number: 2016-

Date: 2/25/2016

Reason for change in appropriation: To adjust City Manager compensation package

Estimated Additional Appropriations:

Fund Name	Fund No.	Dept. No.	Prgm No.	Object No.	Appropriation Amount
General Fund-City Manager Wages	001	1600	519	51-01	$ 11,000.00
General Fund-City Manager Medical	001	1600	519	51-25	$ 90.00
General Fund-City Manager Professional Services	001	1600	519	52-70	$ 5,000.00
		Total Requested Appropriation:			$ 16,090.00
		Adjusted Total Appropriation:			$ 16,090.00

Estimated Revenues Available:

Fund Name	Fund No.	Dept. No.	Prgm No.	Object No.	Est. Revenue Amount
General Fund Balance	001	0000	341	00-00	$ 16,090.00
					$ -
		Total Estimated Additional Revenue:			$ 16,090.00
		Adjusted Total Estimated Revenue:			$ 16,090.00
			Net difference (deficit)		$ -

City of Kingsburg

Accounting Use Only
Budget Adjustment Number: 11

Resolution Number: 2016-

Date: 2/25/2016

Reason for change in appropriation: To record the adjusted projected amount received for IGT.

Estimated Additional Appropriations:

Fund Name	Fund No.	Dept. No.	Prgm No.	Object No.	Appropriation Amount
		Total Requested Appropriation:			$ -
		Adjusted Total Appropriation:			$ -

Estimated Revenues Available:

Fund Name	Fund No.	Dept. No.	Prgm No.	Object No.	Est. Revenue Amount
Ambulance IGT	320	0000	435	01-09	$ (75,416.00)
		Total Estimated Additional Revenue:			$ (75,416.00)
		Adjusted Total Estimated Revenue:			$ (75,416.00)
		Net difference (deficit)			$ 75,416.00