

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

AGENDA

WEDNESDAY, JULY 29, 2015 6:00 PM

CALL TO ORDER: CHAIR ARLENE FIGUEROA

**ROLL CALL: Chair Arlene Figueroa
Vice Chair Anthony McKinney
Committee Member Cindy Fosi
Committee Member Evelyn Halbert
Council Member Leanne Jones Cruz**

There is currently one (1) Committee Vacancy

CONFLICT OF INTEREST

Declaration by Committee Members who would have a direct Conflict of Interest on any scheduled item to be considered should be stated at this time.

1. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken.)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Committee.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Approval of the March 18, 2015 Meeting Minutes
(This item was continued from the April 15, 2015 meeting)

Recommendation: Motion to move approval of minutes by Roll Call vote.

Item 2.2: Approval of the April 15, 2015 Meeting Minutes

Recommendation: Motion to move approval of minutes by Roll Call vote.

Item 2.3: Approval of the May 20, 2015 Meeting Minutes

Recommendation: Motion to move approval of minutes by Roll Call vote.

Item 2.4: Fiscal Year 2015-16 Budget Status

Recommendation: Committee to Review the FY 2015-16 Budget.

Item 2.5: 2015 Budget Advisory Committee Recommendations

Recommendation: Discuss and Reach Consensus on proposed recommendations to the City Council.

3. INFORMATIONAL ITEMS (Informational Only – No action to be taken)

Item 3.1: Next Meeting - TBD: Discussion regarding Water & Sewer Rate Increase Public Hearing scheduled for August 25, 2015

4. COMMENTS (Informational Only – No action to be taken)

Item 4.1: Staff Comments.

Item 4.2: Council Liaison Comments.

Item 4.3: Committee Member Comments.

5. ADJOURNMENT



AFFIDAVIT OF POSTING			
DATE:	July 24, 2015	TIME:	12:00 PM
NAME:	Marisela H. Garcia	TITLE:	Director of Finance

Notice Regarding Americans with Disabilities Act:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (209) 863-7122. Notification 48-hours before the meeting will enable the Committee to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102.35.104 ADA Title II].

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the Budget Advisory Committee shall be in English and anyone wishing to address the Committee is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

Any documents, not privileged or of a closed session, produced by Budget Advisory Committee staff and distributed to a majority of the Budget Advisory Committee regarding any item on this agenda will be made available at South City Hall, 6617 Third Street, Riverbank, CA.

AGENDA ITEM 2.1

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

MINUTES

WEDNESDAY, MARCH 18, 2015 6:00 PM

CALL TO ORDER: *The meeting was called to order by Chair Figueroa at 6:00 pm*

ROLL CALL: *Present: Chair Arlene Figueroa, Vice Chair Anthony McKinney, Committee Members Cindy Fosi and Evelyn Halbert.
Absent: Council Member Leanne Jones Cruz*

There is currently one (1) Committee Vacancy

CONFLICT OF INTEREST

No conflict of interest was declared.

1. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken.)

No public business from the floor was presented.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Approval of the February 26, 2015 Meeting Minutes

*Motion by Committee Member Fosi to approve the February 26, 2015 Minutes.
Motion was seconded by Vice Chair McKinney.*

Ayes: 4 Noes: 0 Abstentions: 0 Motion Passed 4-0

Item 2.2: Review of Fiscal Year 2015-16 Base Budgets

- (a) Finance Department
- (b) Administrative Services
- (c) Code Compliance/Animal Control
- (d) Economic Development

Marisela Garcia, Director of Finance introduced this item to the Committee. Mrs. Garcia introduced Dawndi Morrell, Accounting Manager, who provided an overview of the operating expenses of the Finance Department. Mrs. Garcia provided overviews of the Administrative Services, Code Compliance/Animal Control, and Economic Development budgets.

AGENDA ITEM 2.1

Item 2.3: Review of Fiscal Year 2015-16 General Fund Revenue Projections

Marisela Garcia, Director of Finance, presented the Fiscal Year 2015-16 General Fund Revenue projections.

3. INFORMATIONAL ITEMS (Informational Only – No action to be taken)

Item 3.1: Update on Outstanding Items Affecting the City Budget

Marisela Garcia, Director of Finance, discussed several outstanding items that will affect the City's budget in the upcoming year. These items included the continuing labor contract negotiations with the Miscellaneous Bargaining Group and the Sheriff's Contract negotiations.

4. COMMENTS (Informational Only – No action to be taken)

Item 4.1: Staff Comments.

Marisela Garcia, Director of Finance, commented that the next meeting would be held on April 15, 2015 where the Committee will be reviewing the Parks & Recreation Budget.

Item 4.2: Council Liaison Comments. *No comments.*

Item 4.3: Committee Member Comments. *No Comments*

5. ADJOURNMENT: *There being no other business, Chair Figueroa adjourned the meeting at 7:13 pm.*

Agenda Item 2.2

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

MINUTES

WEDNESDAY, APRIL 15, 2015 6:00 PM

CALL TO ORDER: *Vice Chair McKinney called the meeting to order at 6:02 pm*

ROLL CALL: *Present: Vice Chair Anthony McKinney, Committee Members Cindy Fosi and Evelyn Halbert, Council Member Leanne Jones Cruz.*

Absent: Chair Arlene Figueroa

There is currently one (1) Committee Vacancy

CONFLICT OF INTEREST

No conflict of Interest was declared.

1. PUBLIC BUSINESS FROM THE FLOOR

No public business from the floor was received.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Approval of the March 18, 2015 Meeting Minutes

An error in the minutes for March 18, 2015 (Item 2.1) was found. This item will be corrected and presented at a subsequent meeting for approval.

Item 2.2: Landscape Maintenance Contract Discussion

Sue Fitzpatrick, Director of Parks and Recreation provided an overview of the services offered by Grover Landscaping to the City. She discussed the pro's and con's of issuing a Request for Proposal for landscaping services.

The Committee will be considering a recommendation for the City Council to issue a Request for Proposal in the fall and should be programmed every five years.

Item 2.3: Review of Fiscal Year 2015-16 Base Budgets

(a) Building Maintenance

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Agenda Item 2.2

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee.

(b) Parks

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee. She shared that Verizon was interested in placing a cell tower at the Sports Complex that would provide approximately \$14,000 in annual revenue to the General Fund.

(c) Recreation Subsidy Account

Marisela Garcia, Director of Finance, provided an overview of the subsidy requests that will be issued to other funds such as the Recreation Fund, the Community Center Fund, and Cheese & Wine.

(d) Community Center (Enterprise) Fund

Marisela Garcia, Director of Finance, provided an overview of the status of the Community Center Fund as of June 30, 2016.

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee.

A correction will be made to the General Personnel Part-Time Account as the part-time costs were allocated based on programs.

(e) Recreation Fund

Marisela Garcia, Director of Finance, provided an overview of the status of the Community Center Fund as of June 30, 2016.

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee.

A discussion was held regarding the use of the Gym and its expenditures. Vice Chair McKinney suggested that the City Council should review the current fees charged in order to break even.

A recommendation by the Committee will be discussed that a review of all Recreation Fees should be reviewed to reflect seasonal adjustments.

Agenda Item 2.2

Item 2.4: Review of Fiscal Year 2015-16 General Fund Reserve Status

Marisela Garcia, Director of Finance provided the Committee with an update regarding the status of the General Fund as of the issuance of the agenda. Increases in pension costs, Sheriff's Department Contract, and a final payment for the Economic Development Bank Loan to Stanislaus County have caused increases in expenditures. Mrs. Garcia explained to the Committee that the County Assessor's Office has not yet released its property value projections which will have an effect on Property Tax Revenues. In addition, final projections for Sales Tax Revenues has not yet been received.

3. INFORMATIONAL ITEMS

Marisela Garcia, Director of Finance, announced that the next Committee meeting was scheduled for May 20, 2015 and will be discussing Development Services.

4. COMMENTS

Item 4.1: Staff Comments. *No comments were made.*

Item 4.2: Council Liaison Comments.

Council member Leanne Jones Cruz expressed her appreciation to the Committee for their time spent in reviewing the budgets.

Item 4.3: Committee Member Comments. *No comments were made.*

5. *Vice Chair Anthony McKinney adjourned the meeting at 7:45 pm*

Agenda Item 2.3

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

AGENDA

WEDNESDAY, MAY 20, 2015 6:00 PM

CALL TO ORDER: *Chair Figueroa called the meeting to order at 6:00 pm*

ROLL CALL: *Present: Chair Arlene Figueroa, Vice Chair Anthony McKinney, Committee Members Cindy Fosi and Evelyn Halbert, Council Member Leanne Jones Cruz.*

There is currently one (1) Committee Vacancy

CONFLICT OF INTEREST

No conflict of Interest was declared.

1. PUBLIC BUSINESS FROM THE FLOOR

No public business from the floor was received.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Request to Move Approval of the April 15, 2015 Meeting Minutes to the June 17, 2015 Meeting

Motion to move the approval of the April 15, 2015 meeting minutes to the June 17, 2015 meeting by Committee Member Fosi, 2nd by Committee Member Halbert.

Ayes: 4 Noes: 0 Abstentions: 0 Motion Passed 4-0

Item 2.2: Review of Fiscal Year 2015-16 Base Budgets

(a) Planning

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Kathleen Cleek, Development Services Administration Manager, provided an overview of the operating costs and responded to questions from the Committee. Mrs. Cleek advised the Committee that a reduction of \$1,300 was made to the Conference and Meetings account.

Agenda Item 2.3

(b) Building

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Kathleen Cleek, Development Services Administration Manager, provided an overview of the operating costs and responded to questions from the Committee.

(c) Development Services Administration

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Kathleen Cleek, Development Services Administration Manager, provided an overview of the operating costs and responded to questions from the Committee. Mrs. Cleek provided the Committee with information regarding upcoming Stormwater Mandates and the funding (or lack thereof) necessary to comply with all of the new regulations.

(d) Neighborhood Improvement

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Kathleen Cleek, Development Services Administration Manager, provided an overview of the operating costs and responded to questions from the Committee. Mrs. Cleek advised the Committee that a reduction of \$2,000 was made to the Weed and Rubbish account.

(e) Street Maintenance

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Michael Riddell, Public Works Superintendent, provided an overview of the operating costs and responded to questions from the Committee. Mr. Riddell informed the Committee of the status of the emergency work performed on the 7th Street Storm Outfall. The Geo-Tech work has been completed and a design is being prepared. The General Fund will need to allocate funds for this project.

(f) Gas Tax Fund

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Michael Riddell, Public Works Superintendent, provided an overview of the operating costs and responded to questions from the Committee.

Agenda Item 2.3

(g) Sewer Fund

Marisela Garcia, Director of Finance, provided an overview of the Sewer Fund and explained that this fund has been running a deficit for the past five fiscal years. A draft rate study was presented to the City Council who has directed staff to prepare rates that would smooth the initial increase over the five year period so that the rate payer is not impacted. Mrs. Garcia provided the Committee with an overview of the Proposition 218 process.

Vice Chair McKinney excused himself from the meeting at 6:45 pm.

Mrs. Garcia provided an overview of the personnel expenses.

Michael Riddell, Public Works Superintendent, provided an overview of the operating costs and responded to questions from the Committee. Mr. Riddell advised the Committee that a reduction was made to the Professional Services account of \$8,000 in Sewer Collection.

(h) Water Fund

Marisela Garcia, Director of Finance, provided an overview of the Water Fund revenues. Mrs. Garcia explained that a rate study is currently being prepared. She also provided an overview of the personnel costs, including the transfer of water conservation program funds from operating expenses to personnel costs for the hiring of a Water Conservation Coordinator.

Michael Riddell, Public Works Superintendent, provided an overview of the operating costs and responded to questions from the Committee.

(i) Vehicle/Equipment Maintenance Fund

Marisela Garcia, Director of Finance, provided an overview of the revenues for the Equipment Maintenance Fund and an overview of the Personnel Costs.

Michael Riddell, Public Works Superintendent, provided an overview of the operating costs and responded to questions from the Committee.

Item 2.3: Review of Fiscal Year 2015-16 General Fund Reserve Status

Marisela Garcia, Director of Finance, provided an overview of the status of the General Fund to date. The Sheriff's contract budget was received with an increase of \$60,000. Final figures from the County Assessor's Office for property values have not been released.

Agenda Item 2.3

3. INFORMATIONAL ITEMS (Informational Only – No action to be taken)

Item 3.1: *Marisela Garcia, Director of Finance, announced that the next Committee meeting was scheduled for June 17, 2015 and will be discussing Development Services.*

An invitation for the City Council Budget Workshop scheduled for June 2, 2015 was given to the Committee.

4. COMMENTS (Informational Only – No action to be taken)

Item 4.1: Staff Comments. *No comments were made.*

Item 4.2: Council Liaison Comments.

Council Member Jones Cruz stated she would not be present at the June 2, 2015 Budget Workshop and thanked the Committee for their work.

Item 4.3: Committee Member Comments.

Chair Figueroa thanked the staff and stated how informative the meeting was.

5. *Chair Figueroa adjourned the meeting at 7:17 pm*



City of Riverbank
Annual Operating Budget -- Fiscal Year 2015-2016

Fund 101: General Fund

Projected Reserve @ July 1, 2015 **9.9%** **\$857,450**

Add:
Projected FY 2015-2016 Revenues **\$8,431,700**

Less:
Requested Appropriations by Department

CITY COUNCIL	401	\$97,150
CITY MANAGER	402	240,100
FINANCE	403	700,400
LEGAL	404	217,300
PLANNING	405	376,800
BUILDING	406	250,500
BUILDING MAINTENANCE	407	160,900
ADMINISTRATIVE SERVICES	408	684,100
POLICE	409	3,808,800
CODE COMPLIANCE	411	228,700
DEVELOP. SERVICES ADMIN.	412	672,350
STREET MAINTENANCE	413	25,800
PARKS	414	683,000
ECONOMIC DEVELOPMENT	439	134,900
RECREATION	459	373,300

Total Appropriations **\$8,654,100**

Projected Reserve @ June 30, 2016 **\$635,050**

% of Reserve To Revenues **7.5%**

10% Reserve Requirement **\$843,170**

Surplus/(Deficit) to Reserve Requirement **(\$208,120)**

Structural Surplus/(Deficit) [Rev vs. Exp] **(\$222,400)**

ED Bank Loan Payoff 125,000

One-Time Capital Expense 23,500

On-Going Deficit **(\$73,900)**

AGENDA ITEM 2.4



**CITY OF RIVERBANK
FUND SUMMARIES
2015-2016 ANNUAL OPERATING BUDGET**

FUND NO.	FUND NAME	ESTIMATED REVENUES	TRANSFERS IN	ESTIMATED TOTAL REVENUES	TRANSFERS OUT	SALARIES AND BENEFITS	OPERATIONS AND MAINTENANCE	CAPITAL OUTLAY	DEBT SERVICE	ESTIMATED TOTAL EXPENDITURES	STRUCTURAL SURPLUS (DEFICIT)	FUND BALANCE 6/30/2015	FUND BALANCE 6/30/2016	RESERVE %	FUND NO.
101	GENERAL FUND	6,904,700	1,527,000	8,431,700	443,000	2,974,850	5,075,850	35,500	124,900	8,654,100	(222,400)	857,450	635,050	7.5%	101
SPECIAL REVENUE FUNDS															
102	Gas Tax Fund	488,000	178,100	666,100	33,800	403,800	343,600	58,800	0	840,000	(173,900)	404,800	230,900	35%	102
103	Storm Drain Fund	0	0	0	0	0	1,900	0	0	1,900	(1,900)	3,989	2,089	0%	103
104	Prop 1B Fund	0	0	0	0	0	0	0	0	0	0	0	0	0%	104
117	Code Enforcement Fund	17,500	69,700	87,200	0	82,500	4,700	0	0	87,200	0	0	0	0%	117
118	Community Center Fund	136,250	15,000	151,250	0	46,000	92,450	0	0	138,450	12,800	0	12,800	8%	118
119	Equipment Pool Fund	309,500	0	309,500	0	97,400	212,100	0	0	309,500	0	0	0	0%	119
125	Special Projects Fund	80,100	0	80,100	0	0	0	0	0	0	80,100	83,949	164,049	205%	125
126	Vehicle Tow Fund/Grants	9,000	0	9,000	0	0	17,100	0	0	17,100	(8,100)	37,400	29,300	326%	126
132	Weed Abatement Fund	2,600	0	2,600	0	0	7,000	0	0	7,000	(4,400)	46,218	41,818	1608%	132
134	Recreation & Park Develop.	37,100	353,300	390,400	0	357,600	32,800	0	0	390,400	0	0	0	0%	134
137	Worker's Comp Liability	278,100	0	278,100	0	0	277,900	0	0	277,900	200	231,581	231,781	83%	137
138	General Liability	205,000	0	205,000	0	0	195,000	10,000	0	205,000	0	83,400	83,400	41%	138
162	Quimby Fees	100	0	100	0	0	0	0	0	0	100	108,387	108,487	108487%	162
176	P.S. Augmentation Fund	90,000	0	90,000	90,000	0	0	0	0	90,000	0	0	0	0%	176
196	Teen Center Fund	2,500	0	2,500	0	0	0	5,000	0	5,000	(2,500)	3,699	1,199	48%	196
SYSTEM DEVELOPMENT FUNDS															
140	Sys Dev. Fees - Bridges/Roads	40	0	40	0	0	0	0	0	0	40	33,653	33,693	84233%	140
145	Sys Dev. Fees - Overpasses	400	0	400	0	0	0	0	0	0	400	175,671	176,071	44018%	145
146	Sys Dev. Fees - RR Crossing	0	0	0	0	0	0	0	0	0	0	398	398	0%	146
205	Sys Dev. Fees-Streets/PW	106,844	0	106,844	22,800	0	0	453,542	0	476,342	(369,498)	2,834,653	2,465,155	2307%	205
208	Sys Dev. Storm Drainage	3,946	0	3,946	0	0	0	53,537	0	53,537	(49,591)	289,232	239,641	6073%	208
209	Sys Dev. Parks & Recreation	125,618	0	125,618	0	0	0	53,454	0	53,454	72,164	300,839	373,003	297%	209
210	Sys Dev. Police/General Gov.	103,784	0	103,784	0	0	0	0	0	0	103,784	244,445	348,229	336%	210
211	System Admin. Fees	0	0	0	0	2,900	0	0	0	2,900	(2,900)	2,969	69	0%	211
212	Sys Dev. Imaging Fee	7,100	0	7,100	0	0	3,000	0	0	3,000	4,100	4,319	8,419	119%	212
222	Crossroads Undergrouting	13,500	0	13,500	0	0	0	0	0	0	13,500	1,393,371	1,406,871	10421%	222

AGENDA ITEM 2.4



**CITY OF RIVERBANK
FUND SUMMARIES
2015-2016 ANNUAL OPERATING BUDGET**

FUND NO.	FUND NAME	ESTIMATED REVENUES	TRANSFERS IN	ESTIMATED TOTAL REVENUES	TRANSFERS OUT	SALARIES AND BENEFITS	OPERATIONS AND MAINTENANCE	CAPITAL OUTLAY	DEBT SERVICE	ESTIMATED TOTAL EXPENDITURES	STRUCTURAL SURPLUS (DEFICIT)	FUND BALANCE 6/30/2015	FUND BALANCE 6/30/2016	RESERVE %	FUND NO.
HOUSING FUNDS															
139	HCD Old Program Income	1,000	0	1,000	0	20,000	300	0	0	20,300	(19,300)	42,991	23,691	2369%	139
153	HCD CDBG Fund	27,700	0	27,700	0	40,000	1,700	0	0	41,700	(14,000)	194,162	180,162	650%	153
154	HCD HOME Fund	0	0	0	0	0	20,200	0	0	20,200	(20,200)	314,050	293,850	0%	154
155	HCD CAL-HOME Fund	100	0	100	0	0	0	0	0	0	100	88,557	88,657	88657%	155
168	LMI Housing Asset Fund	100	0	100	0	0	0	0	0	0	100	81,258	81,358	81358%	168
213	Federal & State Grants	107,300	0	107,300	0	107,300	0	0	0	107,300	0	0	0	0%	213
SEWER ENTERPRISE FUNDS															
106	Sewer Fund	2,028,700	119,600	2,148,300	1,124,200	486,600	693,000	17,600	9,900	2,331,300	(183,000)	570,100	387,100	18%	106
107	Sewer Debt Service	2,000	499,800	501,800	65,600	0	8,200	0	643,400	717,200	(215,400)	557,758	350,558	70%	107
108	Sewer Capital Imp. Fund	200	37,000	37,200	0	0	0	975,035	0	975,035	(937,835)	1,370,126	432,291	1162%	108
124	S.W. Sewer Fund	0	0	0	0	0	0	0	0	0	0	0	0	0%	124
158	Sewer Connection Fund	17,000	0	17,000	0	0	0	0	0	0	17,000	253,728	270,728	1593%	158
207	System Development-WW	133,398	0	133,398	0	0	0	0	0	0	133,398	273,701	407,099	305%	207
WATER ENTERPRISE FUNDS															
114	Water Fund	1,756,700	0	1,756,700	616,300	481,800	591,800	63,800	0	1,753,700	3,000	1,158,900	1,161,900	66%	114
116	Water Capital Imp. Fund	1,000	51,000	52,000	0	0	0	73,500	0	73,500	(21,500)	397,175	375,675	722%	116
157	Water Connection Fund	21,980	0	21,980	0	0	0	972,750	0	972,750	(950,770)	996,061	45,291	206%	157
161	Water Master Plan Preparation	200	0	200	0	0	0	0	0	0	200	32,275	32,475	16238%	161
206	Sys. Development-Water	9,275	0	9,275	0	0	0	101,898	0	101,898	(92,623)	584,907	492,284	5308%	206
GRAND TOTAL ALL FUNDS		13,028,335	2,850,500	15,878,835	2,395,700	5,100,750	7,578,600	2,874,416	778,200	18,727,666	(2,848,831)	14,056,172	11,215,541		

BUDGET ADVISORY COMMITTEE
AGENDA ITEM NO. 2.5

Meeting Date:	July 29, 2015
Subject/ Title:	2015 Budget Advisory Committee Recommendations
Submitted by:	Marisela H. Garcia, Director of Finance

SUMMARY:

Over the course of the past several months, the Budget Advisory Committee has had the opportunity to gauge the status of the General Fund, including revenue projections as well as recommended expenditures from all major funds, including enterprise funds such as Water & Sewer.

A vital component to the duties of the Budget Advisory Committee is the formulation of recommendations that are made directly to the City Council. These recommendations should serve to provide the Council information on potential revenue sources that are currently not being taken advantage of or methods in which expenditures could be decreased.

In the past, the Committees have focused on expenditure reductions that could provide both short-term and long-term savings to the City. These expenditure-savings recommendations ranged from personnel savings to utility savings to specific line item reductions in individual budgets or the delay of equipment and projects that have been requested.

This 2015 Budget Advisory Committee has reached a point where recommendations can begin to be formulated. A consensus should be reached on these recommendations and the results will be presented to the City Council at the Annual Budget Adoption to be held on June 23, 2015.

Several recommendations that have been brought up in past meetings include the following:

1. A review of all Recreation Fees should be reviewed to reflect seasonal adjustments.
2. A recommendation for the City Council to issue a Request for Proposal in the fall and should be programmed every five years.