

Audit – Part IV

See Part V

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF AGOURA HILLS
PERS Schedule Funding Progress
June 30, 2004

Public Safety Employees Retirement System
Schedule of Funding Progress (\$ Amount in Thousands)

Actuarial Valuation Date	Actuarial Asset Value (a)	Entry Age Actuarial Accrued Liability (b)	Unfunded AAL/ (Excess Assets) [(b) - (a)]	Funded Ratio [(a)/(b)]	Covered Payroll (e)	UAAL as a % of Covered Payroll {[(b)-(a)]/(e)}
6/30/01: Misc.	\$ 3,675	\$ 3,078	\$ (597)	119.4%	\$ 1,547	(38.59%)
6/30/02: Misc.	3,579	3,413	(166)	104.9%	1,532	(10.84%)
6/30/03: Misc.	3,778	4,257	479	88.7%	1,847	25.93%

CITY OF AGOURA HILLS
General Fund
Budgetary Comparison Schedule
For the Year Ended June 30, 2004

	Budgeted Amounts		Actual	Variance Over (Under)
	Original	Final		
Revenues:				
Sales tax	\$ 3,081,773	\$ 3,081,773	\$ 3,160,807	\$ 79,034
Other taxes:				
Property taxes	1,704,000	1,704,000	1,754,965	50,965
Property transfer tax	120,000	120,000	213,701	93,701
MVL-low property tax	54,117	54,117	81,442	27,325
Transient occupancy tax	1,100,000	1,100,000	1,334,165	234,165
Franchise fee	630,000	630,000	547,266	(82,734)
Total other taxes	3,608,117	3,608,117	3,931,539	323,422
Licenses and permits:				
Business registration	58,700	58,700	56,630	(2,070)
Building permits	400,000	400,000	304,840	(95,160)
Other licences and fees	11,000	11,000	9,633	(1,367)
Total licenses and permits	469,700	469,700	371,103	(98,597)
Intergovernmental:				
Motor vehicle in lieu	1,246,400	894,943	954,457	59,514
Charges for services:				
Planning fees	120,000	120,000	136,956	16,956
Engineer plan check/inspection	25,000	25,000	22,803	(2,197)
Grading plan check	10,000	10,000	8,392	(1,608)
Building plan check	250,000	250,000	148,682	(101,318)
Encroachment permits	15,000	15,000	11,595	(3,405)
Park and recreation fees	370,200	370,200	340,062	(30,138)
Special event fees	4,500	4,500	11,813	7,313
Sale of maps and copies	2,500	2,500	4,274	1,774
SCACQ administrative service charges	1,200	1,200	1,200	
Waste hauling administrative charges	26,947	26,947	26,947	
SIMP administrative fee			153	153
Housing set-aside administrative charges			36,772	36,772
Off highway motor vehicle fee	650	650	638	(12)
Total charges for services	825,997	825,997	750,287	(75,710)
Fines and penalties:				
Parking fines	40,000	40,000	49,301	9,301
Municipal court fines	7,000	7,000	24,023	17,023
CE restitution	1,000	1,000	400	(600)
Total fines and penalties	48,000	48,000	73,724	25,724

(Continued)

See Accompanying Note to Required Supplementary Information.

CITY OF AGOURA HILLS
General Fund
Budgetary Comparison Schedule
For the Year Ended June 30, 2004 (Continued)

	Budgeted Amounts		Actual	Variance Over (Under)
	Original	Final		
Use of money and property:				
Interest earnings	200,000	200,000	143,652	(56,348)
Rental income	11,400	11,400	19,998	8,598
Total use of money and property	<u>211,400</u>	<u>211,400</u>	<u>163,650</u>	<u>(47,750)</u>
Miscellaneous:				
Contributions	96,800	96,800	41,676	(55,124)
Library reimbursements	26,000	26,000	32,039	6,039
Other reimbursements	1,600	1,600	1,985	385
Regional occupational center	3,200	3,200	404	(2,796)
Other revenue	46,000	687,353	49,841	(637,512)
Total miscellaneous	<u>173,600</u>	<u>814,953</u>	<u>125,945</u>	<u>(689,008)</u>
Total Revenues	<u>9,664,987</u>	<u>9,954,883</u>	<u>9,531,512</u>	<u>(423,371)</u>
Expenditures:				
General government:				
City council	67,110	67,110	76,160	9,050
City manager	312,237	312,237	304,787	(7,450)
City clerk	236,628	236,628	214,255	(22,373)
City attorney	215,000	215,000	302,343	87,343
Finance	327,112	327,112	304,334	(22,778)
Public facilities	267,500	267,500	273,592	6,092
Non-departmental	594,802	594,802	561,069	(33,733)
Automated office systems	131,646	163,146	164,044	898
Total general government	<u>2,152,035</u>	<u>2,183,535</u>	<u>2,200,584</u>	<u>17,049</u>
Public safety:				
L.A. County sheriff	2,260,053	2,260,053	2,231,816	(28,237)
Disaster response team	4,000	4,000	236	(3,764)
Animal control	22,000	22,000	23,588	1,588
Total public safety	<u>2,286,053</u>	<u>2,286,053</u>	<u>2,255,640</u>	<u>(30,413)</u>
Community development:				
Planning and administration	993,889	993,889	691,138	(302,751)
Zoning enforcement				
Building and safety	649,684	649,684	406,380	(243,304)
Total community development	<u>1,643,573</u>	<u>1,643,573</u>	<u>1,097,518</u>	<u>(546,055)</u>
Community services:				
Recreation	432,800	432,800	349,879	(82,921)
Community services administration	521,863	521,863	415,809	(106,054)
Total community services	<u>954,663</u>	<u>954,663</u>	<u>765,688</u>	<u>(188,975)</u>

(Continued)

See Accompanying Note to Required Supplementary Information.

CITY OF AGOURA HILLS
General Fund
Budgetary Comparison Schedule
For the Year Ended June 30, 2004 (Continued)

	Budgeted Amounts		Actual	Variance Over (Under)
	Original	Final		
Public works:				
Administration	507,114	507,114	484,275	(22,839)
Street maintenance	30,000	30,000	13,140	(16,860)
Landscape maintenance	435,500	435,500	430,904	(4,596)
Park improvements	150,000	179,634	134,234	(45,400)
Drain and flood maintenance	145,000	145,000	84,032	(60,968)
Total public works	<u>1,267,614</u>	<u>1,297,248</u>	<u>1,146,585</u>	<u>(150,663)</u>
Capital outlay	<u>250,000</u>	<u>250,000</u>	<u>245,721</u>	<u>(4,279)</u>
Total Expenditures	<u>8,553,938</u>	<u>8,615,072</u>	<u>7,711,736</u>	<u>(903,336)</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>1,111,049</u>	<u>1,339,811</u>	<u>1,819,776</u>	<u>479,965</u>
Other Financing Sources (Uses):				
Transfers out	<u>(1,161,049)</u>	<u>(1,531,949)</u>	<u>(1,739,011)</u>	<u>(207,062)</u>
Total Other Financing Sources (Uses)	<u>(1,161,049)</u>	<u>(1,531,949)</u>	<u>(1,739,011)</u>	<u>(207,062)</u>
Net Change in Fund Balance	(50,000)	(192,138)	80,765	272,903
Fund Balance, July 1	<u>10,274,641</u>	<u>10,274,641</u>	<u>10,274,641</u>	
Fund Balance, June 30	<u>\$ 10,224,641</u>	<u>\$ 10,082,503</u>	<u>\$ 10,355,406</u>	<u>\$ 272,903</u>

See Accompanying Note to Required Supplementary Information.

CITY OF AGOURA HILLS
Traffic Improvement Fund
Budgetary Comparison Schedule
For the Year Ended June 30, 2004

	Budgeted Amounts		Actual	Variance
	Original	Final		Over (Under)
Revenues:				
Intergovernmental revenues			\$ 4,003,417	\$ 4,003,417
Charges for services	\$ 195,000	\$ 195,000	328,415	133,415
Use of money and property	100,000	100,000	117,239	17,239
Total Revenues	295,000	295,000	4,449,071	4,154,071
Expenditures:				
Capital outlay	3,000,000	3,044,854	1,355,449	(1,689,405)
Excess (Deficiency) of Revenues Over Expenditures	(2,705,000)	(2,749,854)	3,093,622	5,843,476
Other Financing Sources (Uses):				
Transfers in	845,000	493,453	493,543	
Net Change in Fund Balance	(1,860,000)	(2,256,401)	3,587,165	5,843,566
Fund Balance, July 1	6,169,827	6,169,827	6,169,827	
Fund Balance, June 30	<u>\$ 4,309,827</u>	<u>\$ 3,913,426</u>	<u>\$ 9,756,992</u>	<u>\$ 5,843,566</u>

See Accompanying Note to Required Supplementary Information.

CITY OF AGOURA HILLS
Other Grants
Budgetary Comparison Schedule
For the Year Ended June 30, 2004

	Budgeted Amounts		Actual	Variance
	Original	Final		Over (Under)
Revenues:				
Intergovernmental revenues	\$ 1,738,037	\$ 2,002,756	\$ 1,078,982	\$ (923,774)
Use of money and property	1,000	1,000	5,844	4,844
Total Revenues	<u>1,739,037</u>	<u>2,003,756</u>	<u>1,084,826</u>	<u>(917,930)</u>
Expenditures:				
Current:				
Public safety	50,740	36,969	33,471	(3,498)
Community development			12,610	12,610
Capital outlay	<u>2,196,000</u>	<u>2,474,490</u>	<u>1,038,745</u>	<u>(1,435,745)</u>
Total Expenditures	<u>2,246,740</u>	<u>2,511,459</u>	<u>1,084,826</u>	<u>(1,426,633)</u>
Net Change in Fund Balance	(508,703)	(508,703)		508,703
Fund Balance, July 1				
Fund Balance (Deficit), June 30	<u>\$ (508,703)</u>	<u>\$ (508,703)</u>	<u>\$ -</u>	<u>\$ 508,703</u>

See Accompanying Note to Required Supplementary Information.

**CITY OF AGOURA HILLS
Highway Construction Fund
Budgetary Comparison Schedule
For the Year Ended June 30, 2004**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Over (Under)</u>
	<u>Original</u>	<u>Final</u>		
Revenues:				
Intergovernmental revenues	_____	_____	_____	_____
Net Change in Fund Balance	_____	_____	_____	_____
Fund Balance (Deficit), July 1	<u>\$ (91,383)</u>	<u>\$ (91,383)</u>	<u>\$ (91,383)</u>	_____
Fund Balance (Deficit), June 30	<u><u>\$ (91,383)</u></u>	<u><u>\$ (91,383)</u></u>	<u><u>\$ (91,383)</u></u>	<u><u>\$ -</u></u>

See Accompanying Note to Required Supplementary Information.

CITY OF AGOURA HILLS
Note to Required Supplementary Information
June 30, 2004

I. Stewardship, Compliance and Accountability

A. Budgetary Data

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. The City is required to adopt an annual budget resolution for the General Fund and Special Revenue Funds. All annual appropriations lapse at year end.

The budget is prepared by fund, function and activity, and includes actual information for the past year, current year estimates and requested appropriations for the next fiscal year. The budget is a statement of the goals and objectives of the City for that fiscal year. The budget provides management control at the functional departmental level. The City Manager may authorize the transfer of funds within the same department. Responsible individuals review progress against their budget each month. The City Council considers supplemental budget amendment requests during the year and reviews changes at mid year and year end.

B. Excess of Expenditures over Appropriations

For the year ended June 30, 2004, certain General Fund departments/functions expenditures exceeded final budget estimates.

	<u>Final Budget</u>	<u>Expenditures</u>	<u>Expenditures Over Budget</u>
General Fund Department/Function:			
General Government -			
City council	\$ 67,110	\$ 76,160	\$ 9,050
City attorney	215,000	302,343	87,343
Public facilities	267,500	273,592	6,092
Automated office systems	163,146	164,044	898
Public Safety -			
Animal control	22,000	23,588	1,588

SUPPLEMENTARY INFORMATION

CITY OF AGOURA HILLS
Redevelopment Capital Projects Fund
Budgetary Comparison Schedule
For the Year Ended June 30, 2004

	Budgeted Amounts		Actual	Variance Over (Under)
	Original	Final		
Revenues:				
Tax increment	\$ 1,900,000	\$ 1,900,000	\$ 1,649,330	\$ (250,670)
Use of money and property	7,000	7,000	9,150	2,150
Total Revenues	<u>1,907,000</u>	<u>1,907,000</u>	<u>1,658,480</u>	<u>(248,520)</u>
Expenditures:				
Current:				
Pass through to other agencies	1,181,000	1,521,925	1,505,779	(16,146)
Community development	276,049	276,049	248,167	(27,882)
Total Expenditures	<u>1,457,049</u>	<u>1,797,974</u>	<u>1,753,946</u>	<u>(44,028)</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>449,951</u>	<u>109,026</u>	<u>(95,466)</u>	<u>(204,492)</u>
Other Financing Sources (Uses):				
Transfers in	523,111	523,111	523,111	
Transfers out	<u>(380,000)</u>	<u>(380,000)</u>	<u>(292,376)</u>	<u>87,624</u>
Total Other Financing Sources (Uses)	<u>143,111</u>	<u>143,111</u>	<u>230,735</u>	<u>87,624</u>
Net Change in Fund Balance	593,062	252,137	135,269	(116,868)
Fund Balance July 1	<u>737,326</u>	<u>737,326</u>	<u>737,326</u>	
Fund Balance June 30	<u>\$ 1,330,388</u>	<u>\$ 989,463</u>	<u>\$ 872,595</u>	<u>\$ (116,868)</u>

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DESCRIPTION OF NONMAJOR GOVERNMENTAL FUNDS

Nonmajor Special Revenue Funds

Traffic Safety- To account of traffic fines which may only be used for traffic safety purposes

Transit Tax- To account for Proposition A funds received from the County of Los Angeles which may only be used to provide transportation services

Public Transit- To account for Proposition C funds received from the County of Los Angeles which may only be used to provide transportation services

Air Quality Management- To account for funds received from the South Coast Air Quality Management District which may only be used for air quality improvement

Supplemental Law Enforcement- To account for Brulte funds received from the state for the use of Public Safety (COPS) programs

Community Development Block Grant- To account for federal Housing and Community Development Act funds received through the County of Los Angeles Community Development Commission

Solid Waste Management- To account for the funds relating to collection, transportation and recycling of refuse materials for City residents and businesses

Traffic Congestion Relief- To account for funds allocated to the City by the State (AB2928) which may only be used for street road maintenance or reconstruction. Cities are required to maintain their existing commitment of general funds for streets or road works

State Gas Tax- To account for funds allocated to the City by the State which may only be used for street maintenance, construction, right of way acquisition and/or reconstruction.

Nonmajor Debt Service Fund

Debt Service- To account for the accumulation of resources for payment of interest and principal on long-term liabilities

Nonmajor Capital Projects Funds

Redevelopment Set-Aside- To account for tax increment revenue and related interest income required to be used for low and moderate income housing and related expenditure

Inclusionary Housing in Lieu- To account for in lieu fees to be used for the development or maintenance of housing affordable to low to moderate income households

CITY OF AGOURA HILLS
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2004

	Special Revenue		
	Traffic Safety	Transit Tax	Public Transit
<u>Assets</u>			
Cash and investments	\$ 586,959	\$ 621,979	\$ 530,379
Receivables:			
Interest	2,123	2,072	1,850
Due from other governments	9,978	164,382	
Total Assets	\$ 599,060	\$ 788,433	\$ 532,229
 <u>Liabilities and Fund Balances</u>			
Liabilities:			
Accounts payable and accrued expenditures	\$ 1,427	\$ 71,844	
Due to other funds			
Total Liabilities	1,427	71,844	
 Fund Balances:			
Fund Balances:			
Reserved for low/moderate income housing			
Reserved for inclusionary housing in lieu			
Unreserved:			
Undesignated	597,633	716,589	\$ 532,229
Total Fund Balances	597,633	716,589	532,229
Total Liabilities and Fund Balances	\$ 599,060	\$ 788,433	\$ 532,229

<u>Air Quality Management</u>	<u>Special Revenue</u>					<u>Debt Service</u>
	<u>Supplemental Law Enforcement</u>	<u>Community Development Block Grant</u>	<u>Solid Waste Management</u>	<u>Traffic Congestion Relief</u>	<u>State Gas Tax</u>	<u>Debt Service</u>
\$ 38,688	\$ 92,978		\$ 96,498	\$ 33,545	\$ 188,655	\$ 1,668,064
124	354		345	121	496	4,817
6,915		\$ 7,074	24,904		41,149	
<u>\$ 45,727</u>	<u>\$ 93,332</u>	<u>\$ 7,074</u>	<u>\$ 121,747</u>	<u>\$ 33,666</u>	<u>\$ 230,300</u>	<u>\$ 1,672,881</u>
	\$ 15,828	\$ 6,916	\$ 16,181		\$ 95,948	
		158				
	<u>15,828</u>	<u>7,074</u>	<u>16,181</u>		<u>95,948</u>	
\$ 45,727	77,504		105,566	\$ 33,666	134,352	\$ 1,672,881
45,727	77,504		105,566	33,666	134,352	1,672,881
<u>\$ 45,727</u>	<u>\$ 93,332</u>	<u>\$ 7,074</u>	<u>\$ 121,747</u>	<u>\$ 33,666</u>	<u>\$ 230,300</u>	<u>\$ 1,672,881</u>

(Continued)

CITY OF AGOURA HILLS
Combining Balance Sheet
Nonmajor Governmental Funds (Continued)
June 30, 2004

	<u>Capital Projects</u>		Total Nonmajor Governmental Funds
	<u>Redevelopment Set-Aside</u>	<u>Inclusionary Housing In Lieu</u>	
<u>Assets</u>			
Cash and investments	\$ 1,336,950	\$ 1,674,043	\$ 6,868,738
Receivables:			
Interest	5,045	6,070	23,417
Due from other governments			254,402
			<u>254,402</u>
Total Assets	<u>\$ 1,341,995</u>	<u>\$ 1,680,113</u>	<u>\$ 7,146,557</u>
<u>Liabilities and Fund Balances</u>			
Liabilities:			
Accounts payable and accrued expenditures		\$ 1,521	\$ 209,665
Due to other funds			158
			<u>158</u>
Total Liabilities		<u>1,521</u>	<u>209,823</u>
Fund Balances:			
Fund Balances:			
Reserved for low/moderate income housing	\$ 1,341,995		1,341,995
Reserved for inclusionary housing in lieu		1,678,592	1,678,592
Unreserved:			
Undesignated			3,916,147
			<u>3,916,147</u>
Total Fund Balances	<u>1,341,995</u>	<u>1,678,592</u>	<u>6,936,734</u>
Total Liabilities and Fund Balances	<u>\$ 1,341,995</u>	<u>\$ 1,680,113</u>	<u>\$ 7,146,557</u>

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