

REPORT TO CITY COUNCIL AND REDEVELOPMENT AGENCY

DATE: SEPTEMBER 23, 2009

TO: HONORABLE MAYOR/CHAIR AND MEMBERS OF THE CITY COUNCIL/REDEVELOPMENT AGENCY

FROM: GREG RAMIREZ, CITY MANAGER/EXECUTIVE DIRECTOR

BY: CHRISTY PINUELAS, DIRECTOR OF FINANCE

SUBJECT: APPROVE AMENDMENTS TO FISCAL YEAR 2008-09 CITY OF AGOURA HILLS AND AGOURA HILLS REDEVELOPMENT AGENCY BUDGETS

The request before the City Council and Agoura Hills Redevelopment Agency is to consider amending the Fiscal Year 2008-09 City of Agoura Hills and Agoura Hills Redevelopment Agency budgets as shown on Exhibit 'A'.

At fiscal year end, several adjustments are needed to the Fiscal Year 2008-09 budget, therefore these amendments are being brought before the City Council and Redevelopment Agency as a part of the closing process.

The City's efforts to continue its sound fiscal management practice led to the majority of the City's total operational expenditures coming within the budgeted amounts. Certain departments exceeded their total appropriations limit and need to be reviewed in consideration of amending their budgets.

General Fund

The General Fund is the primary fund of the City. It is in this fund that most discretionary monies are received. After carrying forward several operational items from 2008-09 to 2009-10, the amended budget for the General Fund for Fiscal Year 2008-09 is shown below:

General Fund	Unaudited Actual	Amended Budget	(Over)/Under Budget
Operational Expenses	\$12,554,261	\$13,145,750	\$591,489
Transfers	723,438	723,438	0
Total	\$13,277,699	\$13,869,188	\$591,489

While the total operational expenses and transfers came in under budget, the departments that exceeded their appropriation are shown below:

Public Facilities

The Public Facilities Division is used to pay for the costs of maintaining the civic center. Utility costs were 3% greater than anticipated and the unanticipated installation of a new air conditioning unit for the computer room, coupled with electrical work in the parking lot for safety concerns and new batteries for the alarm system, led to the overage within the maintenance account. These costs created an overage of \$16,582 in the Public Facilities Division.

Street and Landscape Maintenance

Safety concerns blocking pedestrian right-of-way led to an unanticipated \$6,088 special street sidewalk repair on Agoura Road. The installation of more drought tolerant landscaping led to an overage of \$11,663 in the areas of general landscape throughout the city. There was also an additional \$2,585 in unanticipated landscape expenses within the Proposition A Fund for maintenance of the Park and Ride Lot.

Other Improvements

The tennis courts were anticipated to be completed in the prior fiscal year. However, several outstanding bills for electrical work led to an unanticipated payment of \$7,382.

The total of the aforementioned General Fund adjustments is \$25,133, or less than 2% of budgeted expenditures. It is important to remember that the General Fund did not go over budget in total and that these adjustments only reflect unanticipated overages for special circumstances.

Traffic Safety

The Traffic Safety Fund is where the City receives traffic related fines and pays for maintenance of traffic signals. Signal maintenance, which is performed by the Los Angeles County Public Works Department, exceeded the estimate by \$17,100.

Redevelopment Agency Pass-Throughs

The Redevelopment Agency received a slightly higher amount than originally anticipated. The result is that the Agoura Hills Redevelopment Agency (RDA) passed through more tax increment than anticipated. Therefore, staff is recommending an adjustment to the Fiscal Year 2008-09 Budget of \$155,346 to pay for these pass-throughs. Furthermore, since all of the revenue is received into the RDA Debt Service Fund, the remaining tax increment needs to be transferred to the Capital Projects Funds, and Housing Set-Aside Funds should be increased by \$114,894. On the attached exhibit, these transfers are broken down between transfers in/out and actual expense line-items.

Traffic Congestion Relief

The City receives Traffic Congestion Relief Monies to pay for street related expenses. Because we paid for some of those expenses out of the General Fund, a transfer in the amount of \$7,609 is being recommended from the Traffic Congestion Relief Fund to the General Fund. This transfer will offset some of the street related project costs.

Grant Funding

The City requests grant monies from various sources. While the budget anticipates receiving grant monies, we are sometimes awarded additional grants to pay expenditures. This year the City successfully garnered an additional \$199,171 in grants. These grants were not included in the original budget because we were unsure they would be awarded to us. The additional grants included \$139,840 in METRO grant reimbursement for the Signal Synchronization Project, a \$34,800 grant for DUI check points, and a \$23,793 grant for recycled asphalt. Offsetting these expenses are revenues from various grants. These grants reduced expenditures in the Proposition C Fund, and the General Fund.

RECOMMENDATION

Staff respectfully recommends the City Council and Redevelopment Agency move to amend the Fiscal Year 2008-09 Budget for the amounts shown in Exhibit "A".

Attachment: Exhibit 'A'

City of Agoura Hills
Agoura Hills Redevelopment Agency
Fiscal Year 2008/09 Budget Amendments and Carryforward amounts
Exhibit 'A'

Project/Fund	Account	Account Number	Amendment	Reason
Public Facilities				
General Fund	Utilities	010-4180-5428.00	3,276	Utility expenses over
General Fund	Maintenance building/grounds	010-4180-5430.00	13,506	Exterior painting of City Hall
Street Maintenance				
General Fund	Special Street projects	010-4515-5520.28	6,088	Roadwork on Agoura Road
Landscape Maintenance				
General Fund	Contract Services	010-4520-5520.00	11,663	Contracted landscaping expenses
Proposition A	Park & Ride Lot Maintenance	060-4520-5520.36	2,585	Contracted landscaping expenses
Other Improvements				
General Fund	Tennis Courts	010-4610-6004.00	7,382	Outstanding bills for electrical work
Traffic safety				
Traffic Safety	Signal Maintenance	040-4510-5520.13	17,100	LA County public works expense on signals
Redevelopment Agency Pass Throughs				
RDA Debt Service	Pass Thru to Other Agencies	390-4600-5520.90	151,856	RDA Tax Increment greater than anticipated
RDA Debt Service	Las Virgenes USD Pass Thru	390-4600-5520.91	412	RDA Tax Increment greater than anticipated
RDA Debt Service	Community College Pass Thru	390-4600-5520-92	3,078	RDA Tax Increment greater than anticipated
RDA Debt Service	Transfer Out	390-4600-5900.00	114,894	RDA Tax Increment greater than anticipated
RDA Capital Projects	Transfer In	400-0000-3961.00	59,362	RDA Tax Increment greater than anticipated
RDA Housing Set-Aside	Transfer In	410-0000-3961.00	55,532	RDA Tax Increment greater than anticipated
Traffic Congestion Relief				
Traffic Congestion Relief	Transfer Out	021-4900-5900.00	7,609	Transfer TCRG funds to General Fund
General Fund	Transfer In	010-0000-3961.00	7,609	Transfer TCRG funds to General Fund
Grant Funding				
Miscellaneous Grants	Oil Grant	260-4120-5510.40	69	Grant monies greater than anticipated
Miscellaneous Grants	Beverage Grant	260-4120-5510.41	644	Grant monies greater than anticipated
Miscellaneous Grants	Sheriff Special Events	260-4210-5520.52	34,800	DUI check pnt grant greater than anticipated
Miscellaneous Grants	Annual Overlay	260-4640-6305.00	23,793	Recycled Asphalt Grant received
Miscellaneous Grants	Signal Synchron	260-4640-6310.00	139,865	METRO Grant greater than anticipated