



STAFF REPORT

MEETING DATE: November 9, 2022

PRESENTER: Josefina Alvarez, Interim Finance Director

SUBJECT: Budget Adjustments for 1st Quarter Fiscal Year 2022-2023

RECOMMENDATION: Council review and adopt resolution amending Fiscal Year 2022-2023 Budget.

EXECUTIVE SUMMARY:

The Fiscal Year 2022-2023 annual budget was adopted on June 22, 2022 with a General Fund deficit of \$3,741,109 when considering Measure M capital projects. Staff has decided to conduct a quarterly budget review and bring to Council any necessary adjustments to the budget.

Staff is recommending some budget adjustments to the General Fund and other funds due to unforeseen operational expenses and revenues.

The list below has General Fund revenues that need to be adjusted/increased for Fiscal Year 2022-2023.

Account Number	Description	Budget Amount	New Amount	Increase/Decrease	Notes
100-0000-321-10-00	Business License Penalty	0.00	600.00	600.00	Started implementing penalties in 2022
100-0000-334-00-95	Kerckhoff Park ATT Storage Bld	0.00	45,427.00	45,427.00	One time payment agreement with AT&T
100-0000-342-99-00	Miscellaneous Police Rev.	0.00	160.00	160.00	
100-3999-334-30-14	CA Animal Welfare Funders Coll	0.00	10,000.01	10,000.01	
Total General Fund Revenues				56,187.01	

The list below has General Fund expenditures that need to be adjusted/increased for Fiscal Year 2022-2023.

Account Number	Description	Budget Amount	New Amount	Increase/Decrease	Notes
100-1042-555-00-00	Dues/Subscriptions	100.00	150.00	50.00	
100-2002-555-00-00	Dues/Subscriptions	975.00	3,387.00	2,412.00	Adobe Licenses & CPRS Memberships
100-2002-600-04-00	Capital Outlay/Equipment	0.00	1,273.92	1,273.92	Desk for Community Services Director
100-2044-410-30-00	Overtime	0.00	100.00	100.00	
100-2044-521-02-00	General Supplies & Postage	320.00	100.00	(220.00)	
100-2044-555-00-00	Dues/Subscriptions	180.00	816.55	636.55	Adobe License
100-2044-565-00-00	Internal Service Fund	3,691.57	4,544.78	853.21	Internal Service Fund not covered by 730 Grant

Account Number	Description	Budget Amount	New Amount	Increase/ Decrease	Notes
100-2069-410-30-00	Overtime	0.00	100.00	100.00	
100-2069-510-01-00	Contract Services -Maintenance	5,600.00	4,460.00	(1,140.00)	New Copier Machine at Community Center- Coded to wrong account
100-2069-540-02-00	Equipment Rental - Lease	0.00	1,140.00	1,140.00	New Copier Machine at Community Center- Coded to wrong account
100-3011-555-00-00	Dues/Subscriptions	0.00	3,900.00	3,900.00	Updating Account #
100-3011-555-02-00	Professional Dues	3,900.00	(3,900.00)	(3,900.00)	Updating Account #
100-3015-410-30-00	Overtime	0.00	12,000.00	12,000.00	Covered by Grant
100-3016-410-30-00	Overtime	0.00	4,000.00	4,000.00	Originally Included with OT for 100-3011
100-3050-410-30-00	Overtime	0.00	4,000.00	4,000.00	
100-3999-520-00-14	CA Animal Welfare Funders Grnt	0.00	10,000.01	10,000.01	
100-5005-555-00-00	Dues/Subscriptions	300.00	400.00	100.00	Liebert Cassidy Withmore Invoice-Split Cost with All Depts
100-6004-555-00-00	Dues/Subscriptions	500.00	1,020.00	520.00	Adobe License
Total General Fund Expenditures				35,825.69	

The General Fund will have an overall increase of \$20,361.32 based on revenues of \$56,187.01 and expenditures of \$35,025.69.

The list below has Enterprise Fund revenues that need to be adjusted/increased for Fiscal Year 2022-2023.

Account Number	Description	Budget Amount	New Amount	Increase/ Decrease	Notes
425-0000-344-50-00	Del Norte Sewer Trunk	0.00	2,500.00	2,500.00	
Total Enterprise Funds Revenues				2,500.00	

The list below has Enterprise Fund expenditures that need to be adjusted/increased for Fiscal Year 2022-2023.

Account Number	Description	Budget Amount	New Amount	Increase/ Decrease	Notes
410-4041-555-00-00	Dues/Subscriptions	0.00	500.00	500.00	Liebert Cassidy Withmore Invoice-Split Cost with All Depts
410-5005-410-30-00	Overtime	200.00	600.00	400.00	
410-5005-555-00-00	Dues/Subscriptions	0.00	400.00	400.00	Liebert Cassidy Withmore Invoice-Split Cost with All Depts
410-5005-565-00-00	Internal Service Fund	4,624.63	6,251.76	1,627.13	Formula Incorrect in Budget
410-8000-600-04-43	Fire Hydrant Replacements	0.00	10,000.00	10,000.00	
420-4042-555-00-00	Dues/Subscriptions	0.00	500.00	500.00	Liebert Cassidy Withmore Invoice-Split Cost with All Depts

Account Number	Description	Budget Amount	New Amount	Increase/Decrease	Notes
420-5005-410-30-00	Overtime	200.00	600.00	400.00	
420-5005-555-00-00	Dues/Subscriptions	0.00	50.00	50.00	
420-8000-600-03-62	Goldenrod/CA Lift Station Pump	0.00	16,524.00	16,524.00	Emergency Repair
420-8000-600-03-63	WWTP Biolac System Rebuild	0.00	166,192.97	166,192.97	Carried over from last FY
430-5005-555-00-00	Dues/Subscriptions	0.00	50.00	50.00	
Total Enterprise Funds Expenditures				196,644.10	

The Enterprise Funds will have an overall decrease of \$194,144.10 based on revenues of \$2,500.00 and expenditures of \$196,644.10.

The list below has Internal Service Fund expenditures that need to be adjusted/increased for Fiscal Year 2022-2023.

Account Number	Description	Budget Amount	New Amount	Increase/Decrease	Notes
500-8000-600-04-53	Pickups (2) Reg Long Bed 1WW	0.00	85,743.52	85,743.52	Carried over from last FY
Total Internal Service Funds Expenditures				85,743.52	

The list below has revenues from other funds that need to be adjusted/increased for Fiscal Year 2022-2023.

Account Number	Description	Budget Amount	New Amount	Increase/Decrease	Notes
110-0000-344-50-00	Development Impact Fees	15,966.67	60,000.00	44,033.33	Crown Development deferred DIF are being paid
140-0000-344-50-00	Development Impact Fees	73,981.99	147,000.00	73,018.01	Crown Development deferred DIF are being paid
170-0000-344-50-00	General Plan Impact Fee	14,447.70	40,000.00	25,552.30	Crown Development deferred DIF are being paid
180-0000-344-50-00	Development Impact Fees	26,995.28	84,000.00	57,004.72	Crown Development deferred DIF are being paid
590-0000-344-50-00	Development Impact Fees Quimb	24,515.33	40,000.00	15,484.67	
780-0000-334-10-02	Zoning Code Update (SB2)	0.00	67,052.81	67,052.81	Final Grant Amount
870-0000-369-01-00	Miscellaneous	0.00	600.00	600.00	
890-0000-334-00-01	COVID19-ARPA	0.00	1,827,890.00	1,827,890.00	
920-0000-344-50-00	Development Impact Fees	22,140.00	25,000.00	2,860.00	Crown Development deferred DIF are being paid
Total Other Funds Revenues				2,113,495.84	

The list below has expenditures from other funds that need to be adjusted/increased for Fiscal Year 2022-2023.

Account Number	Description	Budget Amount	New Amount	Increase/Decrease	Notes
130-5005-700-01-00	Debt Service-Principal	0.00	64,369.60	64,369.60	Principal Payment for PFA
130-5005-700-02-00	Interest Expense	0.00	69,877.50	69,877.50	Interest Payment for PFA
730-2046-565-00-00	Internal Service Fund	853.21	(853.21)	(853.21)	Internal Service Fund not covered by 730 Grant
780-8000-600-10-02	Zoning Code Update (SB2)	0.00	67,052.81	67,052.81	
870-4087-600-03-19	Street Sign Replacement	5,000.00	10,646.34	5,646.34	Added a couple to keep in stock
Total Other Funds Expenditures				206,093.04	

Other funds will have an overall increase of \$1,907,402.80 based on revenues of \$2,113,495.84 and expenditures of \$206,093.04. This increase is primarily due to the grant money received from ARPA at \$1,827,890.00.

FISCAL IMPACT:

The overall fiscal impact will be based on the budget adjustments listed above will reduce the General Fund deficit of \$3,741,109 down to \$1,892,857.68, if the ARPA money is included. The overall fiscal impact on the Enterprise Funds would reduce the combined surplus of \$199,742 down to \$5,597.90.

ATTACHMENTS:

A-Resolution