



AGENDA

REGULAR MEETING

JOINT CHOWCHILLA CITY COUNCIL / ★ REDEVELOPMENT SUCCESSOR AGENCY

Council Chambers, Chowchilla City Hall
130 S. Second Street, Chowchilla, CA 93610

March 24, 2015

Items denoted with a ★ are Redevelopment Successor Agency items and will be acted upon by the Redevelopment Successor Agency Board. Agendas for all City Council/Redevelopment Successor Agency meetings are posted at least 72 hours prior to the meeting at the Civic Center, 130 S. Second St., Written communications from the public for the agenda must be received by Administrative Services no less than 7 days prior to the meeting date.

Any writing or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter. In addition, most documents will be posted on the city website at www.ci.Chowchilla.CA.US.

The City of Chowchilla complies with the Americans with Disabilities Act (ADA of 1990). The Council Chambers is accessible to the physically disabled. If you need special assistance, please call (559) 665-8615, ext. 102 at least 4 days prior to the meeting.

CALL TO ORDER

ROLL CALL

Mayor/Chairman: John Chavez

Mayor Pro Tem/Vice Chair: Waseem Ahmed

Council/Board Member: Mary Gaumnitz, Dennis Haworth, Richard Walker

City staff and contract employees present at the meeting will be noted in the minutes

OPEN SESSION – 7:00 PM

PLEDGE OF ALLEGIANCE:

INVOCATION:

CEREMONIAL / PRESENTATIONS – Section 1

PUBLIC ADDRESS

This time is reserved for members of the audience to address the City Council/Agency Board on items of interest that are not on the Agenda and that are within the subject matter jurisdiction of the Council/Agency Board.

It is recommended that speakers limit their comments to no more than 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council/Agency Board on items on the Agenda should notify the Mayor/Chairman when that Agenda item is called.

The Council/Agency Board is prohibited by law from taking any action on matters discussed that are not on the Agenda. No adverse conclusions should be drawn if the Council/Agency Board does not respond to public comment at this time.

Speakers are asked to please use the microphone, and provide their name for the record. Prior to addressing the Council/Agency Board, any handouts are to be provided to City Clerk/Board Clerk who will distribute them to the Council/Agency Board and the appropriate staff.

COUNCIL AND STAFF REPORTS – Section 2

2.1 COUNCIL REPORTS

Legislative Items
Oral / Written Reports

2.2 COLLABORATIVE AGENCY COMMITTEE UPDATES

Oral / Written Reports

2.3 STAFF REPORTS

Written/Oral Reports

CONSENT CALENDAR – Section 3

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the City Council or any person in the audience.

3.1 Approval of Council Minutes from the March 10, 2015 Meeting (Lima)

3.2 Approval of Council Minutes from the March 17, 2015 Special Meeting (Lima)

3.3 Acceptance of the Monthly Financial Reports (Pruett)

PUBLIC HEARINGS – Section 4

DEFERRED BUSINESS – Section 5

5.1 Council Resolution # -15, Replace the Key Messaging Point No. 3 in the Approved Chowchilla Communications Plan (Piepenbrok)

NEW BUSINESS – Section 6

6.1 Consideration of Traffic Control Signage at Humboldt Avenue on South Sixth Street and South Seventh Street (Locke)

6.2 Presentation of the City's Mid-Year Budget Adjustments and Highlights (Pruett)

ANNOUNCEMENTS – Section 7

Mar 26 RDA Successor Agency Meeting – Chowchilla City Hall 9:00 AM CANCELLED
Mar 28 Chowchilla Fair Horse Show – Chowchilla Fairgrounds 8:00 AM

Mar 28 Easter Egg Hunt, Sports & Leisure Park, 10:00 AM
April 3 City Offices Closed
April 10 City Offices Closed
April 14 City Council Meeting – Chowchilla City Hall 7:00 PM

ADJOURNMENT

PUBLIC NOTIFICATION

I, Nanci C. O. Lima, City Clerk for the City of Chowchilla, declare under penalty of perjury that I posted the above City Council/ Redevelopment Successor Agency Agenda for the meeting of March 24 2015 at the Chowchilla Civic Center, 130 S Second Street on March 19, 2015 at 8:30 a.m.

/s/

Nanci C. O. Lima, MMC
City Clerk



MINUTES

REGULAR MEETING JOINT CHOWCHILLA CITY COUNCIL / ★ REDEVELOPMENT SUCCESSOR AGENCY

Council Chambers, Chowchilla City Hall
130 S. Second Street, Chowchilla, CA 93610

March 10, 2015

CALL TO ORDER

ROLL CALL:

Mayor/Chairman: John Chavez

Mayor Pro Tem/Vice Chair: Waseem Ahmed

Council/Board Member: Mary Gaumnitz, Dennis Haworth, Richard Walker

City staff and contract employees present: Interim City Administrator Carolyn Lehr, City Attorney Laura Crane, Interim Police Chief David Riviere, Fire Chief Harry Turner, Public Works Director/City Engineer Craig Locke, Finance Director Rod Pruett, and City Clerk Nanci Lima.

OPEN SESSION – 7:00 PM

PLEDGE OF ALLEGIANCE: Council Member Gaumnitz

INVOCATION: Council Member Walker

CEREMONIAL / PRESENTATIONS – Section 1

None

PUBLIC ADDRESS

Debra Haworth – Community Health Fair March 22, 2015

COUNCIL AND STAFF REPORTS – Section 2

2.1 COUNCIL REPORTS

Legislative Items

Oral / Written Reports

Council Members Walker and Gaumnitz and Mayor Chavez attended the March 7 Opening day of Little League.

Council Member Gaumnitz also attended the dedication of Edward Ray Park.

Mayor Pro Tem attended the Rotary Club Crab Feed where Peggy Haupt was honored with the Citizen of the Year award.

2.2 COLLABORATIVE AGENCY COMMITTEE UPDATES

Oral / Written Reports

2.3 STAFF REPORTS

Written/Oral Reports

- **Update on the Non-Performance of Chowchilla Youth Soccer League (City Attorney)**

City Attorney Laura Crane updated the Council on the status of the relationship between the City and the Chowchilla Youth Soccer League.

Public Works Director/City Engineer Craig Locke updated the Council on the proposed Transit Facility and the potential structural demolition.

- **Police Department Update regarding Programs and Initiatives (Riviere)**

Interim Chief David Riviere updated the Council on the initiatives and programs he would like to implement in the city, as released in an article he submitted to the Chowchilla News. His first and foremost priority is the (Police) Department itself and trying to regain the public's trust. He is hoping to quell any rumors and untruths that have been posted on Facebook by answering all questions and concerns. Another strategy is having officers actually walk through the business district patrolling, stopping and talking to people who come up to them. He would like to see the community and council have pride in the Department, as well as pride in the City. Improve the quality of life for ALL in the community. It is impossible to do this overnight, but they will try. Another important initiative is to recruit quality police officers who are trained very well and communicate the importance of public engagement.

He would also like to foster a working relationship with all departments within the organization.

Another Coffee with a Cop will be held at McDonalds on March 17, 8am. There will be an hour where residents can engage an officer. Dates for this event will occur every other Tuesday and locations will alternate between McDonalds and Starbucks. Dave mentioned that the Business Coffee with a Cop went very well. The next Business Coffee with a Cop is scheduled for Wednesday, May 27, 8:00 a.m. at the City Council Chambers.

On March 18 at the Library on Kings, at 6pm, there will be a Neighborhood Watch meeting for the area around Circle Drive and Calaveras.

He is planning a Town Hall Meeting soon. He is reading to second graders; dealt with Greenhills HOA. He would like to put a satisfaction survey on the City's website.

City Clerk Nanci Lima updated the Council on two upcoming Special Meetings. City Clerk Lima requested that the Council add an urgency item to the agenda pursuant to the Government Code 54956(b)2. The item came to staff's attention after the agenda was posted and requires action before the next Council meeting. It was discovered that the vehicle was left off the original list and the auction is Saturday March 14, 2015; delaying the sale of the City surplus equipment could possibly have an economic impact to the City. A two-thirds vote of the Council is required to place the item on the agenda as 6.6 – Approval of Additional Vehicle for Surplus Sale.

Motion by Council Walker, seconded by Council Member Haworth to add urgency item 6.6 Approval of Additional Vehicle for Surplus Sale. Motion passed unanimously by roll call vote.

Public Works Director/City Engineer Craig Locke followed up with Caltrans on a request for a traffic signal at Robertson and third. Caltrans reviewed statistical data where it revealed three collisions of that specific area. This data did not meet the warrant criteria for signal at this time.

CONSENT CALENDAR – Section 3

- 3.1 Approval of Council Minutes from the February 18, 2015 Special Meeting (Lima)**
- 3.2 Approval of Council Minutes from the February 24, 2015 Meeting (Lima)**
- 3.3 Approval of Council Minutes from the March 2, 2015 Special Joint Meeting (Lima)**
- 3.4 Approval of General Payments and Payroll for the Month of February, 2015 (Pruett)**

Motion by Council Member Haworth seconded by Council Member Walker to approve the Consent Calendar as presented. Motion passed unanimously by roll call vote.

PUBLIC HEARINGS – Section 4

DEFERRED BUSINESS – Section 5

NEW BUSINESS – Section 6

6.1 Council Resolution #17-15, Consideration of Appointing and Airport Manager (Lehr)

Motion by Council Member Haworth seconded by Council Member Gaumnitz to approve Resolution # 17-15, Consideration of Appointing and Airport Manager. Motion passed unanimously by roll call vote.

6.2 Council Resolution #18-15, Authorization for the Sale of Potable Water to Madera County (Locke)

Motion by Council Member Ahmed seconded by Council Member Chavez to approve Resolution # 18-15, Authorization for the Sale of Potable Water to Madera County. Motion passed by roll call vote with Council Member Gaumnitz no.

6.3 Consideration of Madera County Economic Development Commission's 2015-2016 Budget (Locke)

Motion by Council Member Walker seconded by Council Member Ahmed to approve Madera County Economic Development Commission's 2015-2016 Budget. Motion passed unanimously by roll call vote.

6.4 Council Resolution #19-15, Approval of Amending the Procurement Policy of the City (Pruett)

Motion by Council Member Haworth seconded by Council Member Walker to approve Resolution # 19-15, Amending the Procurement Policy of the City with correction to Exhibit C Public Works Petty Cash - Sr. Administrative Supervisor. Motion passed unanimously by roll call vote.

6.5 Consideration of the Downtown Beautification Ad Hoc Committee Members (Perkins)

Motion by Council Member Haworth seconded by Council Member Gaumnitz to approve Consideration of the Downtown Beautification Ad Hoc Committee Members. Motion passed unanimously by roll call vote.

6.6 Approval of Additional Vehicle for Surplus Sale (Turner)

Motion by Council Member Walker seconded by Council Member Haworth to approve an Additional Vehicle for Surplus Sale. Motion passed unanimously by roll call vote

ANNOUNCEMENTS – Section 7

Mar 12 Chowchilla Western Stampede Royalty Contest – Chowchilla Fairgrounds 6:00 PM
Mar 13 Chowchilla Western Stampede Cattle Drive – Robertson Boulevard 10:00 AM
Mar 13-15 Chowchilla Western Stampede Roping Events – Chowchilla Fairgrounds 8:00 AM
Mar 14 Chowchilla Girls Softball Opening Day – Edward Ray Park TBD
Mar 14 Redskin Band Booster Spaghetti Dinner - Chowchilla Fairgrounds 5:30 PM
Mar 14 CCWA Crab Feed – Chowchilla Fairgrounds 6:00 PM
Mar 18 Planning Commission Meeting – Chowchilla City Hall 7:00 PM
Mar 20 City Offices Closed
Mar 20-22 Chowchilla Western Stampede Barrel Races – Chowchilla Fairgrounds 9:00 AM
Mar 24 City Council Meeting – Chowchilla City Hall 7:00 PM

ADJOURNMENT

Motion by Council Member Walker to adjourn the March 10, 2015 Joint City Council/ Redevelopment Successor Agency meeting at 8:24 p.m. Motion passed unanimously by voice vote.

ATTEST:

APPROVED:

Nanci C. O. Lima, MMC
City Clerk

Mayor John Chavez



MINUTES
SPECIAL MEETING
JOINT CHOWCHILLA CITY COUNCIL /
★ REDEVELOPMENT SUCCESSOR AGENCY

Council Chambers, Chowchilla City Hall
130 S. Second Street, Chowchilla, CA 93610

March 17, 2015

CALL TO ORDER

ROLL CALL

Mayor/Chairman: John Chavez

Mayor Pro Tem/Vice Chair: Waseem Ahmed

Council/Board Member: Mary Gaumnitz, Dennis Haworth, Richard Walker

City staff and contract employees present: Interim City Administrator Carolyn Lehr, Assistant City Attorney Dennis Cota, Interim Police Chief David Riviere, Fire Chief Harry Turner, Public Works Director/City Engineer Craig Locke, Finance Director Rod Pruett, Community Relations Manager Marty Piepenbrok, and City Clerk Nanci Lima.

OPEN SESSION – 4:30 PM

PLEDGE OF ALLEGIANCE: Mayor John Chavez

INVOCATION: Council Member Richard Walker

PUBLIC ADDRESS

There was no one in the audience.

NEW BUSINESS – Section 1

1.1 Council Resolution # 20-15, Consideration of Agreement between the City of Chowchilla and Ray Sardina for Soccer Usage of City Facilities (Piepenbrok)

Moved by Council Member Walker, seconded by Council Member Haworth to approve Resolution #20-15, Consideration of Agreement between the City of Chowchilla and Ray Sardina for Soccer Usage of City Facilities. Motion passed unanimously by roll call vote.

CLOSED SESSION – Section 2

1. Conference with Legal Counsel – Anticipated Litigation, Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:

Number of Cases: 1

**2. Pursuant to Gov. Code Section 54957
PUBLIC EMPLOYMENT**

TITLE: City Administrator

CLOSED SESSION REPORT: No reportable action.

ADJOURNMENT

Motion by Council Member Walker, seconded by Mayor Pro Tem Ahmed to adjourn the Special Joint Council/Redevelopment Successor Agency meeting of March 17, 2015 at 5:36 p.m.
Motion passed unanimously by voice vote.

ATTEST:

APPROVED:

Nanci C. O. Lima, MMC
City Clerk

Mayor John Chavez



REPORT TO THE CITY COUNCIL

Council Meeting of March 24, 2015

Agenda Section:	<u>Consent</u>
Subject:	Consideration of Monthly Financial Statements
Purpose:	To update Council on the financial status of the City
Prepared By:	<u>Rod Pruett, City Treasure/Finance Director</u>
Approved By:	<u>Carolyn Lehr, Interim City Administrator</u>

RECOMMENDATION:

Accept the February 2015 Financial Statements shown in the attachment

HISTORY / BACKGROUND:

In January 2015 staff began providing Council with monthly financial information as an ongoing financial status update.

DISCUSSION:

The monthly financial statements consist of a Budget vs Actual and a Balance Sheet for the General Fund. The Budget vs Actual shows the current year Revenues and Expenses by Department in summary form compared to the current year budget, as well as the prior year revenues and expenses compared to budget for the same time period. This report presents year-to-date amounts. The Balance Sheet shows the Assets, Liabilities and Fund Balance at the time the report is generated. This provides an overview of cash, amounts owed to the City, amounts the City owes and the fund balance at a specific point in time.

The financial statements are being presented as an overview of the City's finances and are not meant to be a comprehensive in-depth review.

If there are questions regarding the actual amounts or budget vs actual variances, please forward your questions to me in enough time before the meeting for staff to research them to provide accurate answers.

FINANCIAL ANALYSIS:

No significant variances identified that were not addressed in the previous month's discussion.

General Administration:

We received our first distribution of property taxes in February so the General Administration department is looking better. The projection for the 2nd distribution of property taxes and other remaining revenues to be received puts us right in line with budget.

City Attorney:

As discussed last month, there was excess litigation expense that was not budgeted. Per previous Interim-City Administrator Jay Varney, we were going to use the remaining funds from the Solar Project, which are approximately \$276,000, to offset some of the litigation expenses.

The Solar Project expenses were budgeted in the Parks and Facilities department which is in the General Fund, so a transfer of funds is not needed.

ATTACHMENTS:

February 2015 Budget vs Actual and Balance Sheet

	Prior Budget	Prior Actual	Percent	Current Budget	Current Actual	Difference	Percent
GENERAL FUND							
GENERAL ADMINISTRATION							
Total Expenditure:	.00	.00	0%	17,240.00	37,452.72	20,212.72-	217%
Total Revenue:	3,969,300.00	2,208,531.85	56%	4,940,035.00	2,244,881.24	2,695,153.76	45%
CITY COUNCIL							
Total Expenditure:	68,153.00	30,037.76	44%	62,673.33	36,669.07	26,004.26	59%
Total Revenue:	20,634.00	10,316.00	50%	20,634.00	13,756.00	6,878.00	67%
CITY CLERK							
Total Expenditure:	97,390.00	72,033.07	74%	118,902.67	72,355.54	46,547.13	61%
Total Revenue:	75,938.00	37,968.00	50%	75,938.00	51,625.28	24,312.72	68%
CITY ATTORNEY							
Total Expenditure:	135,000.00	158,095.76	117%	212,000.00	568,670.15	356,670.15-	268%
Total Revenue:	44,000.00	17,500.00	40%	44,000.00	23,333.36	20,666.64	53%
GENERAL SERVICES							
Total Expenditure:	548,663.00	391,887.21	71%	633,883.00	430,654.55	203,228.45	68%
Total Revenue:	74,481.00	37,242.00	50%	74,481.00	49,654.00	24,827.00	67%
ADMINISTRATIVE SERVICES							
Total Expenditure:	547,575.00	323,590.23	59%	561,205.00	245,499.49	315,705.51	44%
Total Revenue:	324,109.00	162,066.50	50%	324,109.00	216,072.64	108,036.36	67%
City Property							
Total Expenditure:	4,066.00	1,099.74	27%	3,925.00	7,618.16	3,693.16-	194%
Total Revenue:	82,126.00	54,773.93	67%	92,480.00	74,771.66	17,708.34	81%
FINANCE							
Total Expenditure:	555,337.00	372,861.28	67%	623,181.00	328,441.21	294,739.79	53%
Total Revenue:	418,258.00	209,274.75	50%	418,308.00	278,711.72	139,596.28	67%
PROPERTY TAXES							
Total Expenditure:	9,200.00	2,215.44	24%	.00	539.40	539.40-	0%
INSURANCE							
Total Expenditure:	24,410.00	182,007.00	746%	14,658.00	61,519.00	46,861.00-	420%
POLICE - SWORN							
Total Expenditure:	2,396,387.00	1,563,732.97	65%	2,732,103.00	1,743,247.38	988,855.62	64%
Total Revenue:	329,500.00	185,359.78	56%	310,655.00	191,385.90	119,269.10	62%
POLICE - NET							
Total Expenditure:	137,500.00	222.30	0%	140,280.00	.00	140,280.00	0%
Total Revenue:	137,500.00	.00	0%	141,761.00	.00	141,761.00	0%
SPECIAL INVESTIGATIONS UNIT							
Total Expenditure:	87,707.00	50,940.80	58%	86,145.00	51,598.30	34,546.70	60%
Total Revenue:	64,000.00	13,000.00	20%	60,000.00	18,276.38	41,723.62	30%
POLICE - K-9							
Total Expenditure:	3,800.00	310.54	8%	3,900.00	2,366.11	1,533.89	61%
Total Revenue:	10,000.00	18,162.04	182%	20,000.00	.00	20,000.00	0%
FIRE							
Total Expenditure:	261,402.00	171,204.28	65%	338,108.00	174,854.94	163,253.06	52%
Total Revenue:	80,926.00	40,454.00	50%	80,426.00	54,157.44	26,268.56	67%
ANIMAL CONTROL							
Total Expenditure:	103,823.00	63,206.80	61%	108,943.00	71,196.46	37,746.54	65%
Total Revenue:	7,900.00	4,913.24	62%	8,900.00	3,105.00	5,795.00	35%
STREETS							
Total Revenue:	300.00	.00	0%	.00	125.00	125.00-	0%
GENERAL SERVICES							
Total Expenditure:	13,250.00	8,451.79	64%	.00	.00	.00	0%
PLANNING & ZONING							
Total Expenditure:	285,657.00	159,833.93	56%	283,507.00	157,208.07	126,298.93	55%
Total Revenue:	59,028.00	40,491.31	69%	59,138.00	34,228.74	24,909.26	58%
COMMUNITY & ECONOMIC DVLPMNT							
Total Expenditure:	5,480.00	875.32	16%	4,510.00	378.81	4,131.19	8%

	Prior Budget	Prior Actual	Percent	Current Budget	Current Actual	Difference	Percent
BUILDING & CODE ENFORCEMENT							
Total Expenditure:	124,057.00	68,190.08	55%	119,243.00	74,638.39	44,604.61	63%
Total Revenue:	115,600.00	68,968.34	60%	149,330.00	86,474.20	62,855.80	58%
COMMUNITY PROMOTION							
Total Expenditure:	37,681.00	26,410.75	70%	37,483.00	5,000.00	32,483.00	13%
COMMUNITY POOL							
Total Expenditure:	.00	886.03	0%	.00	.00	.00	0%
SENIOR SERVICES							
Total Expenditure:	33,450.00	12,411.20	37%	31,728.00	18,859.11	12,868.89	59%
Total Revenue:	3,530.00	867.15	25%	5,100.00	6,875.83	1,775.83-	135%
PARKS AND FACILITIES							
Total Expenditure:	310,315.00	183,211.65	59%	614,247.00	177,410.77	436,836.23	29%
Total Revenue:	45,600.00	25,639.47	56%	50,875.00	45,636.16	5,238.84	90%
RECREATION PROGRAMS							
Total Expenditure:	24,077.00	2,812.02	12%	25,530.00	9,770.69	15,759.31	38%
Total Revenue:	3,000.00	1,634.64	54%	6,500.00	4,390.00	2,110.00	68%
GENERAL FUND Revenue Total:	5,865,730.00	3,137,163.00	53%	6,882,670.00	3,397,460.55	3,485,209.45	49%
GENERAL FUND Expenditure Total:	5,814,380.00	3,846,527.95	66%	6,773,395.00	4,275,948.32	2,497,446.68	63%
Net Total GENERAL FUND:	51,350.00	709,364.95-	-1381%	109,275.00	878,487.77-	987,762.77	-804%
Net Grand Totals:	51,350.00	709,364.95-	-1381%	109,275.00	878,487.77-	987,762.77	-804%

CITY OF CHOWCHILLA
BALANCE SHEET
FEBRUARY 28, 2015

GENERAL FUND

ASSETS

100-0100-0000-0200-000	CASH - COMBINED FUND	(5,362,661.32)	
100-0100-0000-0201-000	PETTY CASH	800.00	
100-0100-0000-0201-001	CASH DRAWER	2,400.00	
100-0100-0000-0202-000	PRE-PAID POSTAGE ACCOUNT	1,845.63	
100-0100-0000-0208-000	CASH IN US BANK - RESTRICTED	369,738.52	
100-0100-0000-0209-000	CASH IN LAIF	5,980,954.01	
100-0100-0000-0220-000	ACCOUNTS RECEIVABLE-LEGAL/	(35,865.94)	
100-0100-0000-0221-000	A/R - ACCRUED REVENUES	7,624.08	
100-0100-0000-0224-000	A/R MODULE ONLY RECEIVABLE	45,284.33	
100-0100-0000-0227-000	LIENS RECEIVABLES GENERAL FU	67,855.44	
100-0100-0000-0229-000	A/R BUSINESS LICENSE	9,207.38	
	TOTAL ASSETS		1,087,182.13

LIABILITIES AND EQUITY

LIABILITIES

100-0200-0000-0420-000	TRADE PAYABLES	33,859.56	
100-0200-0000-0421-001	BONDS FOR WORK-REFUNDABLE	1,500.00	
100-0200-0000-0465-000	UNCLAIMED PROP/STALE DATED	525.37	
100-0200-0000-0480-000	DEFERRED REVENUE	(.02)	
	TOTAL LIABILITIES		35,884.91

FUND EQUITY

100-0300-0000-0602-000	RESERVE FOR L/T A/R	30,318.33	
	UNAPPROPRIATED FUND BALANC		
100-0300-0000-0601-000	FUND BALANCE	523,124.24	
100-0300-0000-0601-004	RESERVE FOR CONTINGENCIES	910,223.00	
100-0300-0000-0601-005	DESIGNATED FOR PREPAID ITEM	27,000.00	
100-0300-0000-0601-006	DESIGNATED FOR DEBT SVC RSR	369,737.50	
100-0300-0000-0601-009	PRIOR PERIOD ADJUSTMENTS	69,381.92	
	REVENUE OVER EXPENDITURES -	(878,487.77)	
	BALANCE - CURRENT DATE	1,020,978.89	
	TOTAL FUND EQUITY		1,051,297.22
			1,087,182.13



REPORT TO THE CITY COUNCIL

Council Meeting of March 24, 2015

Agenda Section:	<u>Deferred Business</u>
SUBJECT:	Replace the Key Messaging Point No.3 in the Approved Chowchilla Communications Plan
Prepared By:	<u>D. Martin Piepenbrok, Community Relations Manager</u>
Approved By:	<u>Carolyn Lehr, Interim City Administrator</u>

RECOMMENDATION:

Approve the replacement of the current Key Messaging Point No.3 language in the Chowchilla Communications Plan.

HISTORY / BACKGROUND:

In February 2014 the City Council approved the Chowchilla Communications Plan that prescribed the framework for effective and professional communications through City resources to cohesively strive for an informed and involved community.

A section of the Communications Plan identified five Key Messaging Points that represent themes that consistently and effectively focus the City's messages and guides the communication to "stay on message" through presentation to the public, stakeholders, staff, and appointed and elected officials. One or more of these points when referenced either directly or inferentially reinforces the strengths and values of the overall City organization. These are not City goals or objectives that define a service or task to achieve. Rather they are themes that can help guide the informational intent in communications to identify, often subliminally, why things are being done and as part of the defined mission of the City.

For example, in a past press release about the new well #14 coming online, **Key Messaging Point #2** was employed in the last sentence of the opening paragraph.

"Chowchilla, CA, June 17, 2014 – A new water well is operational and is supplying Chowchilla residents with water to their homes. On Thursday, June 12, city officials dedicated Municipal Well No. 14 with a ribbon cutting. The well is located at Larkin Avenue and Rose Avenue near Santa Cruz Boulevard on the west side of the city. **This important project is another milestone for the City of Chowchilla as it continues to reinvest in the basic infrastructure of the community and improve the overall quality of life for the residents.**"

The following excerpt is page 5 from the Chowchilla Communications Plan that is also included as an attachment to this staff report.

Key Messaging Points

While there are many varied topics and issues the City needs to communicate, the success of the communication needs to be built on strong themes that consistently and effectively focus the messages. These themes are represented by key messaging points. Employing these key messaging points guides the communication to "stay on message" through its presentation to the public, stakeholders, staff, and appointed and

elected officials. One or more of these points when referenced either directly or inferentially in the communications process will reinforce the strengths and values of the City organization they represent.

The City of Chowchilla has identified **FIVE KEY MESSAGING POINTS**.

1. The City of Chowchilla operates within a **STRUCTURALLY BALANCED BUDGET** and provides, subject to the constraints of the budget, quality programs and services while maintaining fiscal resources that can accommodate unanticipated but necessary expenses.
2. The City of Chowchilla has committed to **REINVEST IN BASIC INFRASTRUCTURE** such as roadways, water lines, drainage and sewers, parks, and community events and programs to upgrade system capabilities and enhance the quality of life of its citizens.
3. The City of Chowchilla is **ONE OF THE SAFEST CITIES IN CALIFORNIA**.
4. The City of Chowchilla **CONTINUALLY AND PERSISTENTLY SEEKS GRANT FUNDS TO SUPPLEMENT CITY FUNDING** to augment, replace and institute new programs, equipment, facilities and staffing to thus, improve the capabilities of the organization, and thereby enhance the levels of service to the citizens.
5. The City of Chowchilla seeks to **FORM NEW PARTNERSHIPS AND ENHANCE EXISTING RELATIONSHIPS** in the public and private sectors in order to accomplish desired growth and sustainability for the whole of the community

In recent months it has been recognized that **Key Messaging Point #3** needs to be replaced due to a conflicting representation of known statistical data and public perceptions. It reads, "The City of Chowchilla is **ONE OF THE SAFEST CITIES IN CALIFORNIA**." Unfortunately, this statement is not truly accurate based on reported crime statistics. Further, there can exist a public perception that works counter to this assertion, often times based on residents personal experiences and anecdotal information whether accurate or not.

Staff proposes to replace **Key Messaging Point #3** with the following statement that presents a broad theme that touches a common objective across many City departments.

3. The City of Chowchilla is **BUILDING QUALITY RESOURCES, PROGRAMS AND SERVICE VALUES** to enhance the community livability and strengthen future growth opportunities.

This new Key Messaging Point provides a positive theme of creating an environment that leads to and supports improving the "Quality of Life" in Chowchilla by incorporating desirably achievable community elements from decisions and efforts made by elected officials and staff.

FINANCIAL IMPACT:

None

ATTACHMENTS:

Page 5 – Chowchilla Communications Plan
Resolution

Key Messaging Points

While there are many varied topics and issues the City needs to communicate, the success of the communication needs to be built on strong themes that consistently and effectively focus the messages. These themes are represented by key messaging points. Employing these key messaging points guides the communication to “stay on message” through its presentation to the public, stakeholders, staff, and appointed and elected officials. One or more of these points when referenced either directly or inferentially in the communications process will reinforce the strengths and values of the City organization they represent.

The City of Chowchilla has identified **FIVE KEY MESSAGING POINTS**.

1. The City of Chowchilla operates within a **STRUCTURALLY BALANCED BUDGET** and provides, subject to the constraints of the budget, quality programs and services while maintaining fiscal resources that can accommodate unanticipated but necessary expenses.
2. The City of Chowchilla has committed to **REINVEST IN BASIC INFRASTRUCTURE** such as roadways, water lines, drainage and sewers, parks, and community events and programs to upgrade system capabilities and enhance the quality of life of its citizens.
3. The City of Chowchilla is **ONE OF THE SAFEST CITIES IN CALIFORNIA**.
4. The City of Chowchilla **CONTINUALLY AND PERSISTENTLY SEEKS GRANT FUNDS TO SUPPLEMENT CITY FUNDING** to augment, replace and institute new programs, equipment, facilities and staffing to thus, improve the capabilities of the organization, and thereby enhance the levels of service to the citizens.
5. The City of Chowchilla seeks to **FORM NEW PARTNERSHIPS AND ENHANCE EXISTING RELATIONSHIPS** in the public and private sectors in order to accomplish desired growth and sustainability for the whole of the community.

COUNCIL RESOLUTION # -15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA TO REPLACE
THE KEY MESSAGING POINT NO.3 IN THE APPROVED CITY OF CHOWCHILLA
COMMUNICATIONS PLAN**

WHEREAS, the City Council approved the City of Chowchilla Communications Plan in February 2014; and

WHEREAS, the Chowchilla Communications Plan has five Key Messaging Points that represent strong themes that consistently and effectively focus the City's communications; and

WHEREAS, the current Key Messaging Point No.3 presents a theme that conflicts with both known statistical data and public perceptions; and

WHEREAS, the current Key Messaging Point No.3 language needs to be replaced; and

WHEREAS, a revised Key Messaging Point statement that befits the intention to portray overall appropriate and beneficial values in the City's communications processes has been developed as a replacement;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Chowchilla hereby finds and determines the following:

1. The Chowchilla Communications Plan Key Messaging Point No.3 language shall read, "The City of Chowchilla is **BUILDING QUALITY RESOURCES, PROGRAMS AND SERVICE VALUES** to enhance the community livability and strengthen future growth opportunities," and
2. The City Council authorizes the Interim City Administrator to direct staff to implement the change into the Chowchilla Communications Plan document.

PASSED AND ADOPTED by the City Council of the City of Chowchilla this 24th day of March, 2015 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Chavez, Mayor

ATTEST:

Nanci C. O. Lima, MMC
City Clerk



REPORT TO THE CITY COUNCIL

Council Meeting of March, 24, 2015

Agenda Section:	<u>New Business</u>
SUBJECT:	Consideration of Traffic Control Signage at Humboldt Avenue on South Sixth Street and South Seventh Street.
Prepared By:	<u>Joanne Upton, Administrative Analyst</u>
Authorized By:	<u>Craig Locke, City Engineer/Public Works Director</u>
Approved By:	<u>Carolyn Lehr, Interim City Administrator</u>

RECOMMENDATION:

Staff recommends that the City Council authorize the Public Works Director to install stop signs to control north-south traffic at the intersections of South Sixth Street and Humboldt Avenue. and South Seventh Street and Humboldt Avenue.

HISTORY / BACKGROUND:

Consideration of proposed two (2) stop signs at the intersection of Sixth and Seventh Streets (north and south stop signs totaling 4 signs) at Humboldt Avenue. The police department requested that public works consider placing controls on these intersections.

CURRENT SITUATION/ANALYSIS:

A damage claim precipitated an analysis of roadway geometry at this intersection of South Seventh Avenue and Humboldt Street. Pavement scarring indicates that vehicles have 'bottomed out' after crossing the valley gutter, a condition exacerbated at speeds above the posted limit. At these speeds, variations in suspension loading as vehicles traverse Humboldt Street's cross slope, can increase stopping distance and sometimes bring vehicle structure into contact the roadway. Reducing traffic speed at the valley gutter addresses both problems.

During the analysis, the Chowchilla Police Department expressed support for controlling the north-south traffic at the intersection of South Seventh Street and Humboldt Avenue.

An additional advantage of controlling north-south traffic at these intersections is the improved safety for emergency vehicles using Humboldt as an east-west thoroughfare during responses to calls. Installation of proper signage painted on the street or posted at crosswalks, will make crossings visible and help control traffic causing vehicles to slow when pedestrians are present, reducing chances for collisions, and help warn motorists of upcoming intersections.

Staff will also pay consideration to adding future traffic signage (stop signs) on Humboldt at the intersections of 6th and 7th Streets to make them 4 way stops if deemed necessary to reduce

FINANCIAL IMPACT:

Minimal costs for stop signs, and/or traffic safety signage; and/or painted on the street or posted at crosswalks.



REPORT TO THE CITY COUNCIL

Council Meeting of March 24, 2015

Agenda Section:	<u>New Business</u>
Subject:	Presentation of the City's Mid-Year Financial Review for FY 2014-15
Prepared By:	<u>Rod Pruett, City Treasure/Finance Director</u>
Approved By:	<u>Carolyn Lehr, Interim City Administrator</u>

RECOMMENDATION:

That the City Council, by motion, approves the described recommended budget adjustments shown in attachment B.

HISTORY / BACKGROUND:

In May 2014 Council approved the fiscal year 2014/2015 Operational and Capital Outlay Budget. A budget is an estimate of expenditures and revenues for the upcoming year and is monitored throughout the year for unforeseen activities. Annually, a mid-year review of the budget is performed to identify modifications that need to be made to the budget to reflect year-to-date activity and resulting year-end projections.

DISCUSSION:

The mid-year review for the fiscal year 2014/2015 budget was performed through February 2015. This provides the most up to date and accurate information regarding actual revenue and expenses the City has incurred, which allows for the most accurate year-end projections.

FINANCIAL ANALYSIS:

The Water Fund revenues were budgeted too high and cost allocations (service credits) from other funds were too low, which if not adjusted would result in a deficit. There is not enough fund balance to offset the current year deficit, making it necessary to transfer an amount of \$60,000 from the General Fund. This would be considered a loan to the Water Enterprise Fund, to be repaid in next year's budget.

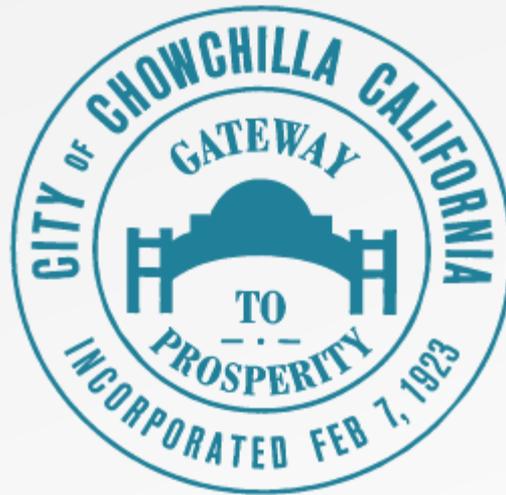
After further investigation into what was causing the deficit, it was discovered that water sales revenue had been relatively constant over the last few years but expenses had increased. There was an increase of roughly \$125,000 in service credit expense that began in fiscal year 13/14. Staff believes this increase in expense is a large part of the current year deficit. The service credit allocations were calculated by the prior administration and supporting documentation is lacking. Staff will be analyzing the allocations and making the necessary adjustments to the expenses for next year's budget.

ATTACHMENTS:

Mid-Year Review Power Point Slides
Proposed Mid-Year Adjustments

Mid Year Review

Fiscal Year 2014-15



**By Rod Pruett,
Finance Director**

Summary of City's Financial Status

- February 28, 2015 -

- ❖ **General Fund:** Is on target with budget estimates. There are variances in departments but the fund as a whole remains balanced.
- ❖ **Enterprise Funds:** Water, Solid Waste, Sewer and Storm Drains expenses are tracking as planned. Water and Sewer revenues were over estimated causing a current year deficit. Water will need a \$60k loan from the General Fund to cover the deficit, while Sewer has enough fund balance to absorb the deficit.
- ❖ **Special Revenues:** Grants and Entitlements are continuously monitored to ensure that expenditures are not exceeding funding levels.

Summary of City's Financial Status

- February 28, 2015 -

- ❖ **Capital Improvement Projects:** Current Capital Improvement Projects are funded by grants, impact fees and fund balances. Some projects will not be completed in the current year and remaining costs will be budgeted for next year. City staff is actively seeking additional grants to ensure sufficient funding is available for future Capital Improvement Projects.
- ❖ **Assessment Districts:** Greenhill's, Pheasant Run, and CFD have less than originally budgeted expenses due to the well and water tank project cost not being fully incurred in the current fiscal year. Staff, with the assistance of NBS and our City Attorney, have remained diligent in maximizing the collection of delinquent fees.
- ❖ **Successors Agency:** The operating funds are established by the ROPS. The agency has not received its fully allocated revenues in the past and has created a deficit that the General Fund has covered. This loan from the GF will be repaid through future ROPS revenues.

General Fund by Department

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
100		General					
	1600	General Admin	4,922,795	4,890,341	(32,454)		
		\$300k in VLF budgeted revenue that is being withheld by the county. Reduced Gen Admin exp trsfr to Successor Agency and other expenses to help offset					
	1605	City Council	(42,039)	(35,137)	6,903		
	1610	City Clerk	(42,965)	(26,318)	16,646		
	1615	City Attorney	(168,000)	(663,670)	(495,670)		
		\$276k of remaining solar project exp budgeted for in Parks was to be used to help offset litigation costs					
	1705	General Services- General Government	(559,402)	(391,429)	167,973		
		\$200k budgeted to trsfr to fund 603. Still evaluating the handling of fund 603					
	1710	Administrative Services	(237,096)	(123,501)	113,595		
		Saved \$100k in pyroll and related items from budget					
	1712	City Property	88,555	70,454	(18,102)		
		Budgeted for sale of property and miscellaneous revenue that most likely will not happen					
	1720	Finance	(204,873)	(170,845)	34,028		
	1730	Insurance	(14,658)	-	14,658		
	2610	Police Sworn	(2,421,448)	(2,495,573)	(74,125)		
		Purchase of police vehicles budgeted for in fund 603. I posted the exp here since this is the dept incurring the exp and there is no money in fund 603 to transfer					

General Fund by Department *(continued)*

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance		
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15	
100		General						
	2615	Police NET	1,481	-	(1,481)			
	2617	Police- Special Investigations	(26,145)	(22,736)	3,409			
	2618	Police- K-9	16,100	6,100	(10,000)			
	2705	Fire	(257,682)	(242,657)	15,025			
	2805	Animal Control	(100,043)	(104,128)	(4,085)			
	4605	Planning & Zoning	(224,369)	(181,505)	42,864			
	4705	Community & Economic Development	(4,510)	(496)	4,014			
	4805	Building & Code Enforcement	30,087	31,288	1,201			
	4905	Community Promotion	(37,483)	(37,483)	0			
	6615	Senior Services	(26,628)	(21,269)	5,359			
	6620	Parks & Facilities	(563,372)	(257,961)	305,411			
		\$276k of remaining solar project budgeted for in Parks that was to be used to help offset litigation costs						
	6625	Recreation Programs	(19,030)	(9,288)	9,742			
		Total General Fund	109,275	214,188	104,913	1,929,785	2,143,973	
		The increase in surplus will be evaluated for use. Many projects/acquisitions were put on hold until the Mid-Year review was completed						

Enterprise Fund

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
Enterprise Funds							
205		Water	10,743	(174,185)	(184,928)	120,546	(53,639)
		Extra \$30k in IT service credit than budgeted for, Salaries and related exp \$65K more than budgeted, City Wide Meter install had \$2M rev and only \$1.85M exp for an excess of \$150k which is not permitted because the loan is a reimbursement of expenses. Need to analyze Service Credits. Will need to get a transfer in from the General Fund to cover fund balance deficit in the meantime					
210		Solid Waste	31,797	33,556	1,759	193,844	227,400
215		Sewer	(17,338)	(354,975)	(337,637)	749,373	394,398
		Budgeted extra \$300k in revenue that is not supported by previous years revenue					
220		Storm Drain	8,665	95,580	86,915	26,363	121,943
		\$80k of bond pymts received that was not budgeted for. Bond was paid off in CY. Need to look into and stop charging					
330		Airport	3,681	18,545	14,864	(65,171)	(46,626)
		Total Enterprise	37,548	(381,480)	(419,028)	1,024,955	643,475

Special Revenue Funds

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
Special Revenue Funds							
101		GasTax	3,910	7,215	3,305	300,658	307,873
300		Regional Surface Transportation Program (RSTP)	1,770	1,763	(7)	226,812	228,575
\$7 too much budgeted in investment earnings							
305		Streets & Roads- LTF	(64,289)	514,707	578,996	(264,824)	249,883
310		Maintenance Assessment District	(2,236)	6,019	8,255	913,706	919,725
320		Measure T	(136,413)	(135,379)	1,034	1,232,359	1,096,980
325		Transit	15,539	37,686	22,147	(117,317)	(79,631)
410		Public Safety Grants	-	593	593	(24,540)	(23,947)
415		Community Development Block Grants (CDBG)	46,050	14,569	(31,481)	472,823	487,392
\$35k too much CDBG Program Income budgeted for							
416		2012 HOME Grant	-	-	-	-	-
425		Economic Development Block Grants (EDBG)	(12,935)	34,824	47,759	(378,108)	(343,284)
Total Special Revenue Funds			(148,604)	481,998	630,602	2,361,569	2,843,567

Capital Projects Funds

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
Capital Projects Funds							
207		City Wide Water Meter Project	-	52,547	52,547	-	52,547
		New fund created to track the city wide water meter project					
500		Police Impact Fees	(543,500)	(211,324)	332,176	526,895	315,571
		\$300k budgeted for purchase of courthouse form County of Madera not paid for. On hold during litigation					
505		Fire Impact Fees	(344,500)	1,755	346,255	531,318	533,073
515		SR99 Ave 26 Interchange	830	15	(815)	13,185	13,200
		More revenue budgeted for in impact fees than actual					
520		SR99 RD 17	1,000	362	(638)	311,725	312,087
		More revenue budgeted for in impact fees than actual					
522		RD 16 1/2 Improvement Fund	7,700	1,725	(5,975)	758,294	760,019
		More revenue budgeted for in impact fees than actual					
525		Storm Drain Capital Reserve	(1,494,600)	119,048	1,613,648	1,702,537	1,821,585
		\$1.5M in capital improvements that will not be incurred. No revenue budgeted from the Utility Module of \$100k					
530		Signalization Impact Fund	(374,200)	662	374,862	375,874	376,536
		Budgeted \$375k for SR99/233 interchange project that will not incur any cost in this FY					

Capital Projects Funds *(continued)*

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
Capital Projects Funds							
545		Waste Water System Capital Reserve	(97,200)	(96,227)	973	674,991	578,764
550		Park Improvements- Soccer	2,180	-	(2,180)	(2,176)	(2,176)
		Budgeted for a transfer in from Fund 560 of \$2,180. No activity being forcasted in this fund since we will be consolidating all park funds together					
555		Park Improvements- Misc	(500)	-	500	(229,985)	(229,985)
560		Park Development	(71,022)	1,502	72,524	47,895	49,397
		Transfer of \$75k to fund 565 budgeted for. All park Capital Project funds should have been combined and there is not \$75k					
565		Park Grants	(216,748)	(52,569)	164,179	161,502	108,933
		Ed Ray net expense of \$215k (\$715k exp-\$500k grant rev) was not incurred. Only approx \$50k incurred.					
570		Water System Capital Reserve	(197,500)	2,344	199,844	185,470	187,814
		\$200k for Well 14 budgeted. This well exp is in the SA since the water loan from the RDA to the water fund was disallowed					
575		Public Building Impact Fees	950	1,345	395	(558,906)	(557,561)
800		Community Facilities District (CFD)	(1,514,123)	(246,235)	1,267,888	4,037,212	3,790,977
		There was \$1.5M for a water storage tank budgeted. This project is only expected to incurr \$500k of exp of which the CFD's					
		Total Capital Projects Funds	(4,841,233)	(425,049)	4,416,184	8,535,831	8,110,782

Internal Service Funds

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance		
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15	
Internal Service Funds								
601	Fleet		-	18,020	18,020	(18,020)	-	
All exp should be allocated out. PY fund balance is being allocated in CY as well as all CY exp								
602	Information Technology		(9,403)	19,961	29,364	(19,961)	-	
All exp should be allocated out. PY fund balance is being allocated in CY as well as all CY exp								
Total Internal Service Funds			(9,403)	37,981	47,384	(37,981)	-	

Debt Service Funds

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
Debt Service Funds							
206		Water	160	124	(36)	(387,395)	(387,271)
		Investment income budgeted more than actual					
216		Sewer	-	-	-	(250,795)	(250,795)
915		Public Facilities Authority Street Bond	-	-	-	(539)	(539)
916		2005 Civic Center Bond	(6,830)	(6,730)	100	73,518	66,788
917		Public Safety Bond	-	-	-	(20)	(20)
		Total Debt Service	(6,670)	(6,606)	64	(565,231)	(571,837)

Trust and Agency Funds

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
Trust & Agency							
540		Greenhills Assessment District	(318,035)	28,835	346,870	581,813	610,648
		There was \$300k for a water storage tank budgeted. This project is only expected to incur \$500k of exp of which the GH's share is \$60k					
542		Pheasant Run Assessment District	(662,098)	139,598	801,696	321,894	461,492
		There was \$700k for a water storage tank budgeted. This project is only expected to incur \$500k of exp of which the PR's share is \$140k					
701		Trust and Agency Equity	40	25	(15)	3,355	3,380
		Investment income budgeted more than actual					
		Total Trust and Agency	(980,093)	168,458	1,148,551	907,062	1,075,520

Successor Agency Funds

Fund	Dept	Fund Name	Budgeted Net	Projected Net	Difference	Fund Balance	
			Surplus/(Defecit)	Surplus/(Defecit)	Positive/(Neg)	13/14	14/15
Successor Agency							
956		Operating Fund	(413,108)	(379,000)	34,108	494,936	115,936
957		Debt Service Fund	(16,070)	(4,000)	12,070	(6,689,570)	(6,693,570)
		Total Successor Agency	(429,178)	(383,000)	46,178	(6,194,634)	(6,577,634)

City of Chowchilla
 Mid-Year Proposed Budget Adjustments
 FY 6/30/15
 3/17/2015

<u>FUND</u>		<u>DR</u>	<u>CR</u>
<u>205 Water</u>			
	205-7605-0602-4999-000	Service Credit Charge- IT	30,081.00
	205-7605-0003-8990-100	Transfer In	60,000.00

NOTE: Not enough in Fund Balance to cover the deficit so we need to transfer money from the General Fund (GF). This will be a loan from the GF and we will record a due to/due from in both funds to keep track of the loan. Service credits need to be increased as well.

<u>100 General</u>			
	100-1705-0205-7000-000	Transfer Out	60,000.00
<u>602 IT</u>			
	602-1715-0205-8990-000	IT Service Charges	30,081.00