



Meeting Date: 06 / 13 / 2006

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input checked="" type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Sofia Balderrama Agenda Item No. 0-1

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____

DATE: June 6, 2006

TO: City Council

FROM: Christina Aerenlund, Public Information Officer Christina Aerenlund/BA
City Manager's Office

SUBJECT: Midyear Budget Request for Funding for the Mobile Satellite
City Hall Program in FY 05-06

RECOMMENDATION

That City Council approve the appropriation of funds in the amount of \$ 17,980 from the General Fund Operating Reserve to the Mobile Satellite City Hall Program to meet program costs in FY 05-06.

DISCUSSION

The Mobile Satellite City Hall Program plays a key role in improving the communication between Oxnard residents and City government. Over the past several years, staff has seen an increase in residents' requests to bring the event to their neighborhood. Just last year, the Mobile Satellite City Hall Program participation level at the different neighborhoods ranged from 250 to 600 residents.

For its success in enhancing public trust, ethics, and community involvement, the Mobile Satellite City Hall Program received statewide recognition at the 2005 League of California Cities Conference, earning the Helen Putnam Award for Excellence.

The increase in the level of services of the Mobile Satellite City Hall Program also means an increase in costs. An initial budget in the amount of \$8,500 was created when one or two events were planned. However, with the expansion of the Program the cost to the City reached close to \$ 26,480 in FY 05-06. The costs include equipment rental, facility and storage fees, flyer translation, printing, direct mailing/postage, and food vendor services and supplies.

Accordingly, staff is requesting an appropriation in the amount of \$17,980 to cover the deficit in FY 05-06. Staff has also requested that an annualized appropriation in the amount of \$35,960 for the Program's operating costs be included as part of the FY 06-07 midterm budget process.

Midyear Budget Request for Funding for the Mobile Satellite
City Hall Program in FY 05-06
June 7, 2006
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FINANCIAL IMPACT

The approval of this additional appropriation from the General Fund Operating Reserve in the amount of \$17,980 in FY 05-06 to the Mobile Satellite City Hall Program Account No. 101-5290-804-8209 will cover the increased costs due to the increased level of services.

Currently the General Fund Operating Reserve is \$18,811,138. Pending City Council approval of this action, the General Fund Operating Reserve will be as shown on General Fund Operating Reserve Summary (Attachment #2).

Attachment #1 - Special Budget Appropriation
Attachment #2 - General Fund Operating Reserve Summary

Note: The Midyear Budget Request for Funding for the Mobile Satellite City Hall Program has been provided to the City Council. Copies are available for review at the Circulation Desk in the Library after 6:00 p.m. on Thursday prior to the Council meeting and at the City Clerk's Office after 8:00 a.m. on Friday.

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CITY OF OXNARD
REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

June 13, 2006

Request is hereby made for an appropriation of total \$17,980

Reason for appropriation: Appropriation from the General Fund Operating Reserve to the to Mobile Satellite City Hall Program to meet program costs due to increased level of services in FY 05-06

<u>FUND</u>	<u>ACCOUNT/DESCRIPTION</u>	<u>AMOUNT</u>
General (101)	Satellite City Hall Program 101-5290-804-8209	\$17,980
	Net Estimated Change to General Fund Operating Reserve	<u>(17,980)</u>

Christina Arentsen

 Department Director

[Signature]

 DIRECTOR OF FINANCE

Disposition	Approved _____
Transfer by Journal Voucher _____	Rejected _____
	_____ City Manager

CITY OF OXNARD
2005-2006 PROJECTED GENERAL FUND OPERATING RESERVE
ESTIMATED
06/06/2006

Operating Reserve

Fund Balance June 30, 2005	
Reserved	4,201,090
Unreserved	19,197,335
Total Fund Balance	23,398,425

2005-2006 Estimated Revenues & Transfers	104,500,135
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Est Revenue Adjustments

BLD Consulting Agreement (1)	267,462	
Dev Permit Center Fee\Civic Center (2)	74,500	
Police Services (Parking Fines) (3)	288,073	
Constructions Services (4)	200,000	

		<u>830,035</u>
Net Adjusted Revenues		105,330,170

2005-2006 Appropriations	(104,500,135)
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Appropriation Adjustments

BLD Consulting Agreement (1)	(267,462)	
Dev Permit Center Fee\Civic Center (2)	(74,500)	
Human Resources (3)	(25,000)	
Graffiti Task Force Outreach (3)	(100,000)	
Equipment Mtnc - Fuel/Parts (3)	(261,227)	
Police Services (3)	(288,073)	
Constructions Services (4)	(200,000)	
Mobile Satellite City Hall (4)	(17,980)	
Rainbow House (4)	(18,000)	
Library Services (4)	(117,728)	

		<u>(1,369,970)</u>
Net Adjusted 2005-2006 Appropriations		(105,870,105)

		<u>(539,935)</u>
Net Change to Operating Reserve		

Reserved		4,201,060
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Operating Reserve For Contingencies (18%)		18,810,024
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Reserve Balance		1,114
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Subtotal of available reserve		<u>18,811,138</u>
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Pending Council Action of June 13, 2006		(153,708)
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Estimated Available Operating Reserve 6-30-2006		<u><u>18,657,430</u></u>
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- (1) Council Action 07/26/05
- (2) Council Action 11/22/05
- (3) Council Action 06/06/06
- (4) Pending Council Action 06/13/06

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ATTACHMENT # 2
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