



Meeting Date: 01/12/10

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: James Cameron

Agenda Item No. 0-1

Reviewed By: City Manager *[Signature]*

City Attorney *[Signature]*

Finance *[Signature]*

Other (Specify) _____

DATE: December 16, 2009

TO: City Council

FROM: James Cameron *[Signature]*
Chief Financial Officer

SUBJECT: Year-end Financial Report for Fiscal Year 2008-2009

RECOMMENDATION

That City Council:

1. Receive and file the City of Oxnard Comprehensive Annual Financial Report (CAFR) for FY 2008-2009.
2. Approve year end capital improvement project adjustments to reflect available funds.

DISCUSSION

The CAFR contains basic financial statements audited by the independent certified public accounting firm, Mayer Hoffman McCann P.C. The purpose of the audit is to ensure that the financial statements present fairly, in all material respects, the financial position and the results of operations of the City. The data is presented in a manner to ensure understanding of the City's financial activities and operations.

As part of the year-end closing, various capital funds were evaluated in terms of expenditures and available balances, including opportunities to conserve fund balances based on the economy and actions by the State to balance the State budget. The following funds are recommended for adjustment as indicated below (see attached special budget appropriation for additional detail).

- Capital Outlay Fund (301) – transfer \$ 844,022 to General Fund balance
- Gas Tax Fund (181) – transfer \$ 18,162 to fund balance
- TDA Fund (212) – transfer \$ 896,655 to fund balance
- Gas Tax COP (304) – transfer \$2,848,081 to fund balance.
- Circulation System Improvement Fees (354) – transfer \$1,043,388 to fund balance

- Capital Growth Fees – Nonresidential (356) – transfer \$2,773 to fund balance
- Wastewater Funds (623) – transfer \$500,000 to fund balance
- Environmental Resources Fund (631) – transfer \$2,078,138 to fund balance
- Golf Course Fund (651)– transfer \$1,529,309 million to fund balances.

FINANCIAL IMPACT

Special Budget Appropriations are recommended in response to available fund balances and expenditure requirements for funds 301, 181, 212, 304, 354, 356, 623, 631 and 651.

JC:tr

- Attachment 1 - Special Budget Appropriation (Fund 301)
- Attachment 2 - Special Budget Appropriation (Fund 181)
- Attachment 3 - Special Budget Appropriation (Fund 212)
- Attachment 4 - Special Budget Appropriation (Fund 304)
- Attachment 5 - Special Budget Appropriation (Fund 354)
- Attachment 6 - Special Budget Appropriation (Fund 356)
- Attachment 7 - Special Budget Appropriation (Fund 623)
- Attachment 8 - Special Budget Appropriation (Fund 631)
- Attachment 9 - Special Budget Appropriation (Fund 651)
- Attachment 10 - FY 2008-2009 Comprehensive Annual Financial Report

Note: The CAFR has been provided to City Council under separate cover. Copies for review are available at the Help Desk in the Library.

CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

1/12/10

Request is hereby made for an appropriation of total

\$ (884,022)

Reason for appropriation: To adjust the budget of Fund 301 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
CAPITAL OUTLAY FUND 301	301-1410-801-8209	041401	City's Communication Plan	(29,570)
	301-2252-826-8606	082202	Fuel Tanks	4,107
	301-2261-826-8604	052201	Station Remodelling	(1,353)
	301-3115-826-8604	013109	Hwy 101 - Del Norte Landscng	2,150
	301-3174-826-8104	003110	Restricted Parking Signs	(10,000)
	301-5851-826-8605	995801	Civic Center Upgrade	(156,891)
	301-5715-826-8605	095701	Recreation Court Replacement	(13,891)
	301-5722-826-8606	045702	Parks Equipment Replacement	(90,105)
	301-9773-826-8802	956101	Storm Drain-Various Locations	(50,000)
	301-9811-826-8606	953108	Equip Acqui/Rel-Streets	(50,000)
	301-9889-826-8606	951002	Equip Acqui/Rel-Non/Dept	(10,000)
	301-5407-826-8601	015401	South Oxnard Liabrary -2000	(49,999)
	301-5759-826-8209	035702	Campus Park	(67,477)
	301-5410-826-8606	055401	Public Access PC Rep.	(2,590)
	301-5530-826-8603	065502	Softball Field Lighting	(359)
	301-2036-826-8603	082101	Police Server Room Renovation	(132,460)
	301-2222-826-8606	042201	Fire Engine Replacement	(165,312)
	301-2258-826-8606	082201	Fire Station Generators	42,883
	301-2253-826-8603	082203	Fire Station Roof Repairs	(9,532)
	301-5534-826-8605	085501	Snack Bar Upgrade	(80,000)
	301-9702-826-8606	002101	Upgrade-City's Radio Infr	(1,572)
	301-9788-826-8606	885401	Automated Library Circ System	(3,641)
	301-9727-826-8604	911001	Asbestos Abatement-City Bldgs	(4,910)
301-9865-826-8606	951003	Equip Acqui/Repl-Recreation	(3,500)	

Net Estimated Change to Capital Outlay Fund (301) (884,022)

Beck

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition

Approved

Rejected

Transfer by Journal Voucher

CITY MANAGER

ATTACHMENT NO. 1

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CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

12/15/09

Request is hereby made for an appropriation of total

\$ (18,162)

Reason for appropriation: To adjust the budget of Fund 181 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
STATE GAS TAX	181-3170-826-8201	023113	Hwy 101-DeI Norte Interch	(1,680)
181	181-3017-826-8201	073107	Sea Air Resurf	(1,680)
	181-9713-826-8802	873109	Street Mnt Program/Unappr	(14,802)
Net Estimated Change to State Gas Tax Fund (181)				<u>(18,162)</u>

Betz

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition		
	Approved	
	Rejected	
Transfer by Journal Voucher		
		CITY MANAGER

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CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

12/15/09

Request is hereby made for an appropriation of total

\$ (896,655)

Reason for appropriation: To adjust the budget of Fund 212 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
TDA/LTF8 212	212-3020-826-8201	063127	E Ventura Sidewalk	(11,580)
	212-3022-826-8605	073111	Pavement Deflection Test	(88,692)
	212-3044-826-8201	083125	Wooley Rd Arterial Resurf	(689)
	212-3069-826-8201	093107	Victoria Ave Convey Proj	(40,260)
	212-3128-826-8201	043117	Stripping Marking Maint,	(10,591)
	212-3129-826-8201	043118	Sign Maintenance Install	(61,814)
	212-3147-826-8201	033115	Bartolo Sq,Neighborhood	(28,988)
	212-3197-826-8605	043108	Saviors Road Median Improv	(300,000)
	212-9713-826-8802	873109	Street Mnt Program/Unappr	(354,051)
Net Estimated Change to TDA/LTF8 Fund (212)				<u>(896,665)</u>

Beck

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition

Approved

Rejected

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CITY MANAGER

ATTACHMENT NO. 3
PAGE 1 OF 1

CITY OF OXNARD
REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

1/12/10

Request is hereby made for an appropriation of total

\$ (2,848,081)

Reason for appropriation: To adjust the budget of Fund 304 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
GAS TAX COP FUNDED PROJS. 304	304-3149-826-8605	043111	Tierra Vista Resid. Resurf	(2,848,081)

Net Estimated Change to Gas Tax COP Fund (304) (2,848,081)



 Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER



Disposition	Approved	_____
	Rejected	_____
Transfer by Journal Voucher	_____	_____
	_____	CITY MANAGER

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CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

12/15/09

Request is hereby made for an appropriation of total

\$ (1,043,388)

Reason for appropriation: To adjust the budget of Fund 354 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
CIRCULATION SYSTEM IMPROVEMENT 354	354-3032-826-8601	083113	St. Improv -Gonzales/Oxn. B	(250,000)
	354-5773-826-8605	045704	Median Improvements - Ctwid	(793,388)

Net Estimated Change to Circulation System Improvement Fund (354) (1,043,388)

Betz

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition

Approved

Rejected

Transfer by Journal Voucher

CITY MANAGER

ATTACHMENT NO. 5
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CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

1/12/10

Request is hereby made for an appropriation of total

\$ (2,773)

Reason for appropriation:

To adjust the budget of Fund 356 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
CAP GROWTH FEES-NONRESID 356	356-5851-826-8605	995801	Civic Center Upgrade	(2,773)

Net Estimated Change to CAP Growth Fees-Nonresid Fund (356) (2,773)

Bell

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition	Approved	
	Rejected	
Transfer by Journal Voucher		
		CITY MANAGER

ATTACHMENT NO. 6
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CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

12/15/09

Request is hereby made for an appropriation of total

\$ (500,000)

Reason for appropriation: To adjust the budget of Fund 623 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
Wastewater Fund 623	623-6708-822-8605	986204	WW Equipment Maint	(500,000)
Net Estimated Change to Wastewater Fund (623)				<u> (500,000)</u>

Betz

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition

Approved

Rejected

Transfer by Journal Voucher

CITY MANAGER

CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

12/15/09

Request is hereby made for an appropriation of total

\$ (2,078,138)

Reason for appropriation: To adjust the budget of Fund 631 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
Environmental Resources Fund 631	631-6860-823-8601	036802	Del Norte Blvd. Land Acqui	(60,002)
	631-6804-823-8606	986301	DNRRTS Repl Project	(2,018,136)

Net Estimated Change to Environmental Resources Fund (631) (2,078,138)

Betz

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition

Approved

Rejected

Transfer by Journal Voucher

CITY MANAGER

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CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

12/15/09

Request is hereby made for an appropriation of total

\$ (1,529,309)

Reason for appropriation: To adjust the budget of Fund 651 Capital Improvement Projects based on fund balance availability

<u>FUND</u>	<u>ACCOUNT</u>	<u>Project #</u>	<u>Description</u>	<u>AMOUNT</u>
Golf Course Fund 651	651-6905-824-8604	026901	New Golf Course-Cap. Imprv	(1,529,309)

Net Estimated Change to Golf Course Fund (651) (1,529,309)

Beck

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

James Cameron

Disposition

Approved

Rejected

Transfer by Journal Voucher

CITY MANAGER

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