



City of Biggs

Agenda Item Staff Report for the Regular City Council Meeting: August 16, 2010 6:00PM

DATE: August 12, 2010
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator
SUBJECT: Budget and Finance Update (Information)

City Administrator/Finance Director is providing monthly update information to Council.

Recent Budget Highlights

Final payment received for FY09-10 COPS grant, fully funding \$100,000 annual police services grant as budgeted.

City received \$157,000 reimbursement for funds invested in Lodi Energy Center (LEC) now that bonds are sold. Funds were re-deposited to our General Operating Reserve (GOR) account at NCPA.

Ongoing internal Audit of Budget Records and Fund Balances

It appears that commercial and industrial customer "Meter Charge" revenue should be received by the Electric Fund (Fund account 010-3180-2100), not the General Fund as is presently the practice (Fund account 010-3180-2100). The current practice appears to have been established in FY05-06, while it had for many previous years been an Electric Fund revenue. Staff intends to direct Meter Charge revenue to the Electric Fund as part of closing out FY09-10. The revenue is approximately \$25,000 annually.

Analysis of fund balances continues. This is a demanding and collaborative effort involving contract consultants and in-house staff.

- Numerous funds are carrying negative balances; plans are being formulated to correct this with recommended transfers from appropriate positive funds.
- Many funds are being more thoroughly investigated for historical process, verification of expenses, and confirmation of grant reimbursements.
- Until fund balance analysis is complete it would be premature to provide a summary of committed vs uncommitted funds. We anticipate this project will be complete this month and reported to Council promptly.