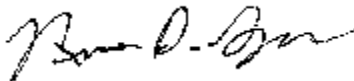


City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Gloria Leon, Administrative Services Director
DATE: June 19, 2012
SUBJECT: Fiscal Year 2011-12 Year End Budget Adjustments

APPROVAL FOR FORWARDING:



Richard D. Spitler, City Manager

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ISSUE: To adopt 2011-12 Year End Operating and Capital Budget adjustments.

RECOMMENDATION: Adopt Resolution Approving Operating and Capital Improvement Budget Adjustments for Fiscal Year 2011-12

BACKGROUND:

On June 21 2011, the Fiscal Year 2011-12 budget was adopted by the City Council. This budget contained significant reductions in expenditures to achieve a balanced budget.

On March 20, 2012 staff presented at the regular Council meeting several budget adjustments for Fiscal Year 2011-12 based on the determination by the City Manager that these adjustments were essential to the City's operations. The City Council approved the budget adjustments to the City of Calistoga's Operating and Capital Improvement Budget for Fiscal year 2011-12.

When the Wastewater Operations Fund Balance was presented to Council on March 20, 2012 it was noted the Wastewater Operation Fund balance would end on June 30, 2012 in a deficit. However, in the staff report the transfer of general fund reserves to the wastewater fund balance was not included as the exact dollar amount was not known.

24 Staff is recommending a transfer of \$131,605 from the General Fund reserves to the
25 Wastewater Operations Fund to cover the deficit fund balance at June 30, 2012. This is
26 a loan to be paid back should revenues be sufficient in the future.
27 City staff is also recommending a transfer budget adjustment from the police department
28 to the Fire department of \$51,500 for salaries and \$3,940 for FICA and Medicare for
29 Fiscal Year 2011-12.

30

31 **ATTACHMENTS**

32

33 1. Resolution Adopting the Fiscal Year 2011-12 Budget Adjustments

RESOLUTION NO. 2012-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, APPROVING ADJUSTMENTS TO THE CITY’S OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2011-12

1 **WHEREAS**, the City Council of the City of Calistoga adopted an Operating
2 Budget and Capital Improvement Program for Fiscal Year 2011-12 on June 21,
3 2011; and
4

5 **WHEREAS**, the City Council of the City of Calistoga adopted budget
6 adjustments on March 20, 2012 for Fiscal Year 2011-12 based on the
7 determination by the Department Directors that these adjustments were essential
8 to the City’s operations; and
9

10 **WHEREAS**, the City Council has reviewed the proposed budget
11 adjustments for the period of July 1, 2011 through June 30, 2012 and does
12 hereby find the recommendation to be necessary and in the City’s best interest.
13

14 **NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City
15 of Calistoga hereby approves the budget adjustments to the City of Calistoga
16 Operating and Capital Improvement Budget for Fiscal Year 2011-12 as follows:
17

- 18 1. 01-4700-4799 (\$131,605) General Fund Reserves Transfer out to
- 19 Wastewater Operations Fund.
- 20 2. 03-3299 \$131,605 Wastewater Transfer in from the General Fund
- 21 3. 01-4116-4301 (\$51,000) Police Full time Salaries Transfer Out
- 22 4. 01-4116-4303 (\$3,950) Police FICA/Medicare Transfer out
- 23 5. 01-4117-4301 \$51,000 Fire Full Time Salaries Transfer In
- 24 6. 01-4117-4303 \$3,950 Fire FICA/Medicare Transfer In
- 25

26 **PASSED, APPROVED AND ADOPTED** by the City Council of the City of
27 Calistoga at a regular meeting held this 19th **day of June, 2012**, by the following
28 vote:

29 **AYES:**

30 **NOES:**

31 **ABSTAIN/ABSENT:**

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JACK GINGLES, Mayor

36 **ATTEST:**

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39 _____
AMANDA DAVIS, Deputy City Clerk