



# CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Adopt 1996-97 Operating and Capital Improvement Budgets

**MEETING DATE:** June 19, 1996

**PREPARED BY:** Finance Director

**RECOMMENDED ACTION:** Adopt Resolution 96-86 to adopt the 1996-97 operating and capital improvement budgets.

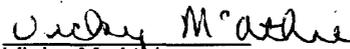
**BACKGROUND INFORMATION:** The City Manager presented the 1996-97 Operating and Capital Improvement Budget to the City Council on February 6, 1996 at a Shirtsleeve Session. Additional meetings were held on February 13, March 26, May 14, May 29 and June 11.

City staff reviewed the City's budget assumptions, objectives, Council goals, financial trends and the electric utility budget on February 6. As discussed, the Electric Utility budget was reviewed separately at meetings held November 29, 1995, February 7, and April 23, 1996. The City Council adopted the Electric Utility budget on May 1, 1996, Resolution # 96-46.

Based on Council guidance during budget hearings, adjustments have been made to annual budgets. A summary of financial adjustments made during budget hearings is provided in Schedule C of the appropriation resolution. Those adjustments and the adopted Electric Utility Budget adjustments are reflected in the Changes in Fund Balance - All Funds Combined (Schedule A).

As adopted in the City Council's Budget Policies, the annual appropriation for capital projects based on the projects designated by the City Council. The adoption of the projects listed in the 1996-97 Capital Improvement Budget (Schedule F) does not automatically allocate funding for a specific project or equipment purchase. The appropriation is made to a capital control account and held there pending specific authorization to release and appropriate funds to a project account.

The final schedules to the appropriation resolution will be submitted to the City Council at the regular scheduled Council meeting on June 19, 1996.

  
Vicky McAthie  
Finance Director

Attachments

**APPROVED:** \_\_\_\_\_

  
H. Dixon Flynn - City Manager

**RESOLUTION NO: 96-86**

**A RESOLUTION OF THE LODI CITY COUNCIL  
ADOPTING THE 1996-97 OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR THE FISCAL  
YEAR BEGINNING JULY 1, 1996 AND ENDING JUNE 30, 1997**

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**WHEREAS**, the City Manager submitted the 1996-97 Financial Plan and Budget to the City Council on June 11, 1996; and

**WHEREAS**, the 1996-97 Financial Plan and Budget was prepared in accordance with the City Council's goals, budget assumptions and policies; and

**WHEREAS**, the City Council conducted budget hearings on February 6, February 13, March 26, May 14, May 29, and June 11, 1996 at the Carnegie Forum; and

**WHEREAS**, the 1996-97 budget is balanced and does not require additional taxes or fees.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LODI, AS  
FOLLOWS:**

1. That the 1996-97 Financial Plan and Budget as proposed by the City Manager and amended by the City Council is adopted.

2. That the funds and regular staffing for the 1996-97 operating budget are appropriated as summarized in Schedule A (Changes in Fund Balance - All Funds Combined), Schedule B (Revenue Adjustments), Schedule C (Summary of Expenditure Adjustment), Schedule D (Expenditures), and Schedule E (Staffing).

3. That the funds for the 1996-97 Capital Improvement Budget are appropriated to a Capital Control Account for further allocation by the City Council on a project by project and purchase by purchase action.

Dated: June 19, 1996

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I hereby certify that Resolution No. 96-86 was passed and adopted by the Lodi City Council in a regular meeting held June 19, 1996 by the following vote:

Ayes: Council Members - Davenport, Mann, Pennino, Sieglock and Warner (Mayor)

Noes: Council Members - None

Absent: Council Members - None

  
Jennifer M. Perrin  
City Clerk

SCHEDULE A

1996-98 FINANCIAL PLAN AND BUDGET

CHANGES IN FUND BALANCE - ALL FUND COMBINED

	1993-94	1994-95	1995-96	1996-97
	Actual	Actual	Adopted Budget	Requested
<b>Revenues</b>				
Tax Revenues	16,245,478	16,668,278	17,630,100	17,754,500
Licenses and Permits	410,954	464,761	369,300	369,300
Fines and Forfeitures	100,550	84,736	94,400	94,900
Investment/Property Revenues	1,505,218	1,965,278	1,991,200	2,015,200
Revenue from Others	5,337,358	6,581,118	6,757,440	6,254,240
Service Charges	44,811,263	46,859,002	47,183,455	47,314,565
Other Revenue	484,843	706,093	332,479	154,850
<b>Total Revenue</b>	<b>68,895,664</b>	<b>73,329,266</b>	<b>74,358,374</b>	<b>73,957,555</b>
<b>Expenditures</b>				
<b>Operating Programs</b>				
Public Safety	9,646,101	10,308,188	10,173,730	10,267,415
Public Utilities	10,572,366	12,423,422	12,787,160	12,958,725
Transportation	2,626,932	2,752,672	3,020,635	3,014,810
Leisure, Cultural and Social Services	3,732,720	3,892,874	4,199,310	4,355,925
Community and Economic Development	1,582,958	1,741,452	2,097,175	2,131,365
General Government	6,054,137	8,669,279	8,508,121	8,578,459
<b>Total Operating Programs</b>	<b>34,215,213</b>	<b>39,787,887</b>	<b>40,786,131</b>	<b>41,306,699</b>
<b>Bulk Power Purchase</b>	<b>26,559,666</b>	<b>23,533,461</b>	<b>24,749,300</b>	<b>25,574,600</b>
<b>Other Purchases</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Projects</b>	<b>4,205,645</b>	<b>6,490,717</b>	<b>14,264,285</b>	<b>13,417,742</b>
<b>Debt Service</b>	<b>1,176,035</b>	<b>1,117,499</b>	<b>1,378,397</b>	<b>2,214,930</b>
<b>Total Expenditures</b>	<b>66,156,559</b>	<b>70,929,563</b>	<b>81,178,113</b>	<b>82,513,971</b>
<b>Revenues/Expenditures (Over/Under)</b>	<b>2,739,105</b>	<b>2,399,703</b>	<b>(6,819,739)</b>	<b>(8,556,416)</b>
<b>Other Sources (Uses)</b>				
Operating Transfers In	18,605,369	11,485,671	6,821,867	7,186,902
Operating Transfers Out	(18,605,369)	(11,485,671)	(6,821,867)	(7,186,902)
Other Sources (Uses)	456,084	227,766	160,652	937,810
Proceeds from Debt Financing	0	0	8,600,000	5,499,415
<b>Total Other Sources (Uses)</b>	<b>456,084</b>	<b>227,766</b>	<b>8,760,652</b>	<b>6,437,225</b>
<b>Fund Balance Beginning of the Year</b>	<b>23,482,656</b>	<b>26,677,844</b>	<b>29,305,314</b>	<b>31,246,227</b>
<b>Fund Balance End of the Year</b>				
Reserved for Debt Service	254,528	263,015	264,964	266,864
Designated Reserve	17,003,780	19,447,808	21,464,705	19,477,879
Unreserved	9,419,536	9,594,491	9,516,557	9,382,292
<b>Total Fund Balance</b>	<b>26,677,844</b>	<b>29,305,314</b>	<b>31,246,227</b>	<b>29,127,036</b>

**SCHEDULE B**

**RECOMMENDED ADJUSTMENTS TO  
ESTIMATED REVENUES  
Does Not Include Electric Utility Budget**

	<u>95-96</u>	<u>96-97</u>
Property Tax	67,000	75,000
Business License	(100,000)	(150,000)
Animal License	(12,000)	(12,000)
Motor Veh In- Lieu		35,500
False Alarm Penalty	1,000	1,500
PD Towing	34,000	40,000
Animal Shelter	5,000	5,000
PD other fees	3,000	3,000
PD record fees	2,000	2,000
	<u>-</u>	<u>-</u>

**Revenue Adjustments to Offset Expenditures**

Skate Park	39,500
Community Center	10,000

**SCHEDULE C**

**SUMMARY OF RECOMMENDED BUDGET ADJUSTMENTS**

**Does Not Include Electric Utility Budget**

	<b>REQUESTED</b>		<b>RECOMMENDED</b>	
	<b>FTE's</b>		<b>FTE's</b>	
<b>SIGNIFICANT EXPENDITURES (Schedule D)</b>				
<b>Funding:</b>				
General Fund	159,145.00		88,685.00	
Equipment Fund	8,000.00		8,000.00	
Water Fund	4,475.00			
Wastewater Fund	55,525.00		55,525.00	
	<u>227,145.00</u>		<u>152,210.00</u>	
 <b>STAFFING - FTE's (Schedule E)</b>				
<b>Funding:</b>				
General Fund	14.1	384,315.00	8.0	204,490.00
Water Fund	1	52,955.00	1.0	52,955.00
Transit Fund	1.5	98,355.00	1.5	66,250.00
	<u>16.6</u>	<u>535,625.00</u>	<u>10.5</u>	<u>323,695.00</u>
 <b>CAPITAL (Schedule F)</b>				
<b>Funding:</b>				
General Fund - CIP		220,845.00		207,845.00
P & R part of CIP		268,235.00		83,500.00
PD Mitigation Impact		168,000.00		168,000.00
Equipment Fund		291,925.00		
Water Fund		55,925.00		33,375.00
Transit Fund		189,000.00		189,000.00
		<u>1,193,930.00</u>		<u>681,720.00</u>

**SCHEDULE D**

**1995-97 FINANCIAL PLAN AND SUMMARY**

**SUMMARY OF SIGNIFICANT EXPENDITURES**

	Cost	City Manager Carry over	City Manager Approved	City Council Approved	Comment
<b>Public Safety</b>					
Police Protection					
Police Administration					
Maintenance Contract - Roark Corp	22,025		22,025		
Fire Safety					
Fire Administration					
Replace copy machine	8,505	8,505			
Modification of Station #1 Lobby	10,900	10,900			
Fire Special Services					
Hazardous Waste Cleanup	5,000				fund from contingency as needed
Fire Training					
Increase training account	7,420	7,420			
<b>Total Public Safety</b>	<b>53,850</b>	<b>26,825</b>	<b>22,025</b>		
<b>Public Utilities</b>					
Water Utility Services					
Other equip	4,475	4,475			
Wastewater Utility Services					
Funding for consultant - corrosion	12,000		12,000		one time funding
Other equip	8,525		8,525		
increase in elec use & natural gas	20,000		20,000		
consultant for PSM document	15,000		15,000		one time funding
<b>Total Public Utilities</b>	<b>60,000</b>	<b>4,475</b>	<b>55,525</b>	<b>-</b>	
<b>Leisure, Cultural &amp; Social Services</b>					
Parks & Recreation					
Indoor/Outdoor Activities					
Late nite basketball league	4,650	4,650			
Skate park					\$39,500 offset by revenue
Cultural Services					
Community Center					
Community Center Commissions					
Increase funding - Arts grants	8,860		8,860		
After school program	37,800		37,800	37,800	Council approved at 3/20 meet
Community Center					
Purchase lawn mower	8,000		8,000		
<b>Total Leisure, Cultural &amp; Social Ser</b>	<b>59,310</b>	<b>4,650</b>	<b>54,660</b>	<b>37,800</b>	
<b>Community &amp; Economic Development</b>					
Construction Development					
Building and Safety					
Personal Computer (3)	10,200	10,200			
Code Enforcement					
add operating costs	4,080	4,080			
Repair and Demolition funds					\$20,000 set aside
<b>Community &amp; Econ Dev</b>	<b>14,280</b>	<b>14,280</b>	<b>-</b>	<b>-</b>	
<b>General Government</b>					
Administrative Services					
Finance Administration					
MIS name & modular furnishings	5,000		5,000		

SCHEDULE D

1995-97 FINANCIAL PLAN AND SUMMARY

SUMMARY OF SIGNIFICANT EXPENDITURES

	Cost	City Manager		City Council	Comment
		Carry over	Approved	Approved	
Organizational Support Services					
Building Maintenance					
Repairs to Fire Dept facilities	25,000		15,000		increase annual base to \$40,000
Equipment Maintenance & Motor Pool					
upgrade fleet management system	9,705	9,705			
<b>Total General Government</b>	<u>39,705</u>	<u>9,705</u>	<u>20,000</u>	<u>-</u>	
<b>TOTAL OPERATING BUDGET</b>	<u><u>227,145</u></u>	<u><u>59,935</u></u>	<u><u>152,210</u></u>	<u><u>37,800</u></u>	

FUNDING:

General Fund -	88,685
Library Fund	-
Equipment Fund	8,000
Wastewater Fund	55,525
	<u><u>152,210</u></u>

## SCHEDULE E

### 1995-97 FINANCIAL PLAN AND SUMMARY

#### SUMMARY OF STAFFING CHANGES

	Requested		City Manager		City Council	Comment
	FTE	Cost	FTE	Approved	Approved	
<b>Public Safety</b>						
Police Protection						
Police Operations						
Dispatcher/Jailer	2.0	62,390	2.0	62,390		NET( \$ 17,724 saving in ot)
Fire Safety						
Fire Prevention						
Fire Inspector			(1.0)	(34,905)		pending policy of inspections
Other Safety						
Graffiti Abatement Coordinator	1.0	15,170				
<b>Total Public Safety</b>	<b>3.0</b>	<b>77,560</b>	<b>1.0</b>	<b>27,485</b>		
<b>Public Utilities</b>						
Water Utility Services						
Plant & Equip mechanic	1.0	52,955	1.0	52,955		anticipated funding - settlement DBCP
<b>Total Public Utilities</b>	<b>1.0</b>	<b>52,955</b>	<b>1.0</b>	<b>52,955</b>	-	
<b>Transportation</b>						
Streets and Flood Control						
Tree Operations Supervisor	1.0		1.0			\$52,500 part of tree contract
Add laborer for Downtown cleanup	1.0	28,480				
Transit						
Transportation Coordinator	1.0	56,250	1.0	56,250		
Add benefits for Transit employees		32,105		-		pending RFP outcome
Part time clerical staff	0.5	10,000	0.5	10,000		
<b>Total Transportation</b>	<b>3.5</b>	<b>126,835</b>	<b>2.5</b>	<b>66,250</b>	-	
<b>Leisure, Cultural &amp; Social Services</b>						
Parks & Recreation						
Seasonal Labor	0.5	7,160				can use carry over
Parks Naturalist	0.5	10,535	0.5	10,535		fund full time position
Part time Lodi Lake	0.5	7,160				can use carry over
Community Center						
Study Reclass of Admin Clerk		2,070		2,070		
Study Reclass of Build Maint Worker		2,725		2,725		
Arts Coordinator - part time	(0.5)		(0.5)			
Arts Coordinator - full time	1.0	28,000	1.0	28,000		net cost (\$38,000 less \$10,000 rev)
<b>Total Leisure, Cultural &amp; Social Ser</b>	<b>2.0</b>	<b>57,650</b>	<b>1.0</b>	<b>43,330</b>	-	
<b>Community &amp; Economic Development</b>						
Construction Development						
Building and Safety						
Admin Clerk II - part time	(0.6)		(0.6)			
Admin Clerk II - full time	1.0	8,000	1.0	8,000		approved 3/20 CC meet
Code Enforcement						
Community Improve Officer full time	1.0	27,400	1.0	27,400		
part time Admin Clerk II - add hrs	0.8	10,950				
Engineering						
Part time hours - intern program	1.5	31,125	1.5	31,125		
<b>Community &amp; Econ Dev</b>	<b>3.7</b>	<b>77,475</b>	<b>2.9</b>	<b>66,525</b>	-	
<b>General Government</b>						
Administrative Services						
City Manager						
Parking Hearing Tech - part time	0.5	8,150	0.5	8,150		
Downtown Coordinator	1.0	50,000	1.0	50,000		3 year contract employee - FTE

SCHEDULE E

1995-97 FINANCIAL PLAN AND SUMMARY

SUMMARY OF STAFFING CHANGES

	Requested		City Manager		City Council	Comment
	FTE	Cost	FTE	Approved	Approved	
Human Resources						
Part time clerical	0.9	15,000	0.6	9,000		
Finance Administration						
MIS Analyst - contract employee	(1.0)		(1.0)			
MIS Analyst -full time	1.0	none	1.0	none		authorize position - no additional cost
MIS Manager	1.0	70,000				bring forward with master plan
<b>Total General Government</b>	<u>3.4</u>	<u>143,150</u>	<u>2.1</u>	<u>67,150</u>	<u>-</u>	
<b>TOTAL OPERATING BUDGET</b>	<u><b>16.6</b></u>	<u><b>535,625</b></u>	<u><b>10.5</b></u>	<u><b>323,695</b></u>	<u><b>-</b></u>	

FUNDING:

General Fund -	204,490
Water Fund	52,955
Transit Fund	66,250
Library Fund	-
	<u><u>323,695</u></u>

## 1995-97 FINANCIAL PLAN AND SUMMARY

## CAPITAL BUDGET DETAIL BY MISSION

PAGE #		Requested Cost	City Manager Carry over	City Manager Approved	City Council Approved	Comments
	<b>Public Safety</b>					
	Police Protection					
	Police Investigations					
	Construction & move into Forum	168,000		168,000	168,000	approved May 15, 1996
	Police Operations					
59	Replacement of Motorola Radios	32,965				21,400 funded w/95-97 budget
60	match to City match - grant	157,845		157,845		
	Fire Safety					
	Fire Administration					
61	Refurbish Fire Engines	83,000				no vehicles til policy approved
	<b>Total Public Safety</b>	<u>441,810</u>		<u>325,845</u>	<u>168,000</u>	
	<b>Public Utilities</b>					
	Water Utility Services					
	Water					
63	3/4 ton utility body truck (1/2 by sewer)	22,550				no vehicles til policy approved
64	one ton pickup	33,375		33,375		ties to new mechanic position
	<b>Total Public Utilities</b>	<u>55,925</u>		<u>33,375</u>		
	<b>Transportation</b>					
	Streets and Flood Control					
	Street Maintenance					
65	Purchase one ton utility body truck	27,910				no vehicles til policy approved
68	Purchase one ton dump truck	31,050				no vehicles til policy approved
	Transit					
71	Transit buses	189,000		189,000		
	<b>Total Transportation</b>	<u>247,960</u>		<u>189,000</u>		
	<b>Leisure, Cultural &amp; Social Services</b>					
	Parks and Recreation					
	Parks and Recreation Administration					
74	City wide computerized irrigation & light syst	55,000				
75	Basketball backboards & Scoreboard	12,700		50,000		additional CIP funds given for 1 if not used, return to fund balance
	Parks Division					
	Lodi Lake Park					
76	Irrigation System Northside	20,000				
77	Design Phase Southeast section dev	25,000				
	Adult Sports					
78	Purchase of portable fence	15,035				
	Park Maintenance					
79	Tennis courts resurfacing	30,000				
80	Legion Park basketball court	30,000				
81	Sidewalk installation - Grape Bowl	32,000				
82	Fence Improvements	15,000				
83	Legion Park Retrofit	33,500		33,500	33,500	Approved at 3/20 Council meet
84	School Playground	50,000		50,000		
	Equipment Maintenance					
85	Turf vehicles	30,000				no vehicles til policy approved
86	Replace flat bed dump truck	30,000				no vehicles til policy approved
	<b>Total Leisure, Cultural &amp; Social Service</b>	<u>378,235</u>		<u>133,500</u>	<u>33,500</u>	

CAPITAL BUDGET DETAIL BY MISSION

PAGE #		Requested Cost	City Manager Carry over	City Council Approved	Comments
	<b>Community &amp; Economic Development</b>				
	Construction Development				
	Building and Safety				
87	Network server	13,000	13,000		already funded
	Code Enforcement				
88	4 door sedan	17,000			no vehicles til policy approved
	<b>Total Community &amp; Economic Develop</b>	<u>30,000</u>	<u>13,000</u>		
	<b>General Government</b>				
	Organizational Support Services				
	Building Maintenance				
	Equipment Maintenance & Motor Pool				
89	Motor pool vehicle replacement	40,000			no vehicles til policy approved
	<b>Total General Government</b>	<u>40,000</u>			
	<b>TOTAL OPERATING BUDGET</b>	<u><u>1,193,930</u></u>	<u><u>13,000</u></u>	<u><u>681,720</u></u>	<u><u>201,500</u></u>

FUNDING:

General Fund - CIP	207,845
P & R part of CIP Fund	83,500
PD Mitigation Impact Fund	168,000
Water Fund	33,375
Transit Fund	189,000
	<u><u>681,720</u></u>