



Finance Committee
1st Floor Conference Room Area 'B'
100 W California Ave.
Ridgecrest, CA 93555
(3rd Monday each month)

AGENDA
Tuesday, June 17, 2019
Meeting – 5:00 p.m.

Committee Members – Council Member Hayman, Mayor Breedon

1. CALL TO ORDER

2. ROLL CALL

Present:

Staff:

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES – May 14, 2019 15,2019

5. PUBLIC COMMENT (Items Not on the Agenda)

6. DISCUSSION AND OTHER ACTION ITEMS

A. 3rd Quarter Budget Report

7. COMMITTEE MEMBER COMMENTS

8. SUPPORT STAFF COMMENTS

9. FUTURE AGENDA ITEMS

10. NEXT MEETING July 15, 2019

11. ADJOURNMENT

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(3rd Monday each month)

AGENDA
Tuesday, May 14, 2019
Meeting – 5:00 p.m.

Committee Members – Council Member Mower, Council Member Hayman

1. **CALL TO ORDER @ 5:09 pm**

2. **ROLL CALL**

Present: Mayor Breedon, Council Member Hayman

Staff: Ron Strand, Cheri Freese, Lovette Alligood

3. **APPROVAL OF AGENDA**

4. **APPROVAL OF MINUTES –April 15,2019**

5. **PUBLIC COMMENT (Items Not on the Agenda)**

6. **DISCUSSION AND OTHER ACTION ITEMS**

A. FY20 Budget Discussion

- Strand: Presented the first draft of the FY20 budget

7. **COMMITTEE MEMBER COMMENTS**

8. **SUPPORT STAFF COMMENTS**

9. **FUTURE AGENDA ITEMS**

10. **NEXT MEETING June 17, 2019**

11. **ADJOURNMENT @ 6:40 pm**

City of Ridgecrest – Quarterly Financial Report

Fiscal Year 2018-2019

Third Quarter Ending March 31, 2018

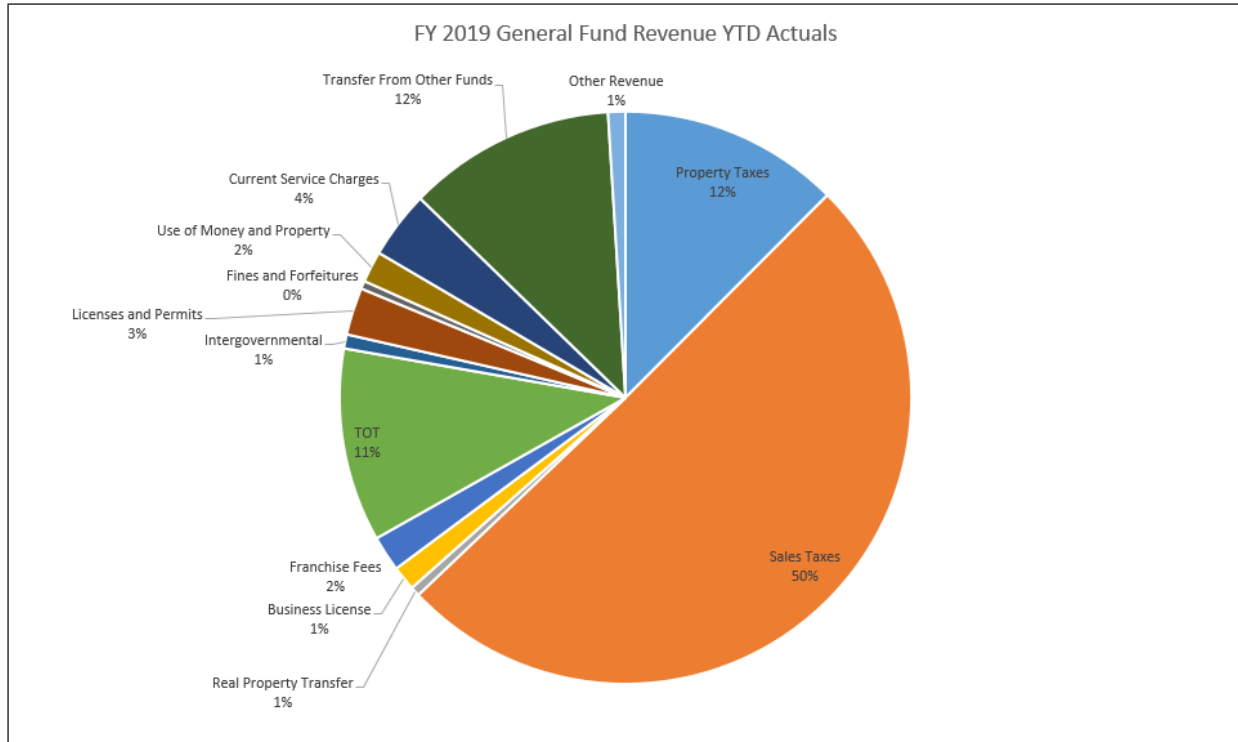
This report summarizes the activities of the major operating funds and is not meant to be inclusive of all finance and accounting transactions and excludes encumbrances. The report is written to provide the Council and the public with an overview of the state of the City’s general fiscal condition. It covers the third quarter of fiscal year 2019.

General Fund Revenues

The table below highlights the amount and percentage of revenues received in each of the major classifications as of March 31, 2018. The third quarter reports show General Fund revenues coming in at 59% of the Amended Budget amount. This amount is consistent with the third quarter of FY 2018, which was 61%.

Revenue Type	FISCAL YEAR 2018-2019			YTD % of Amended Budget
	Adopted Budget	Amended Budget	YTD Actuals	
Property Taxes	2,347,574	2,347,574	1,198,656	51%
Sales Taxes	7,610,922	7,610,922	4,840,994	64%
Real Property Transfer	70,000	70,000	51,689	74%
Business License	165,000	165,000	132,627	80%
Franchise Fees	739,100	739,100	193,004	26%
TOT	1,500,000	1,500,000	1,049,850	70%
Intergovernmental	97,025	107,453	76,208	71%
Licenses and Permits	466,715	466,715	256,686	55%
Fines and Forfeitures	50,500	50,500	43,173	85%
Use of Money and Property	217,350	217,350	169,776	78%
Current Service Charges	573,311	573,311	365,718	64%
Transfer From Other Funds	1,758,237	2,028,535	1,129,608	56%
Other Revenue	300,623	308,564	94,018	30%
TOTAL REVENUES	15,896,357	16,185,024	9,602,007	59%

The pie chart below shows the percentage of each revenue type to the total amount of revenue received for the reporting period. As the chart shows, 50% of the General Fund revenue is coming from sales tax. Our second largest source of revenue after the third quarter is property taxes, which accounts for 12% of the second quarter revenue.

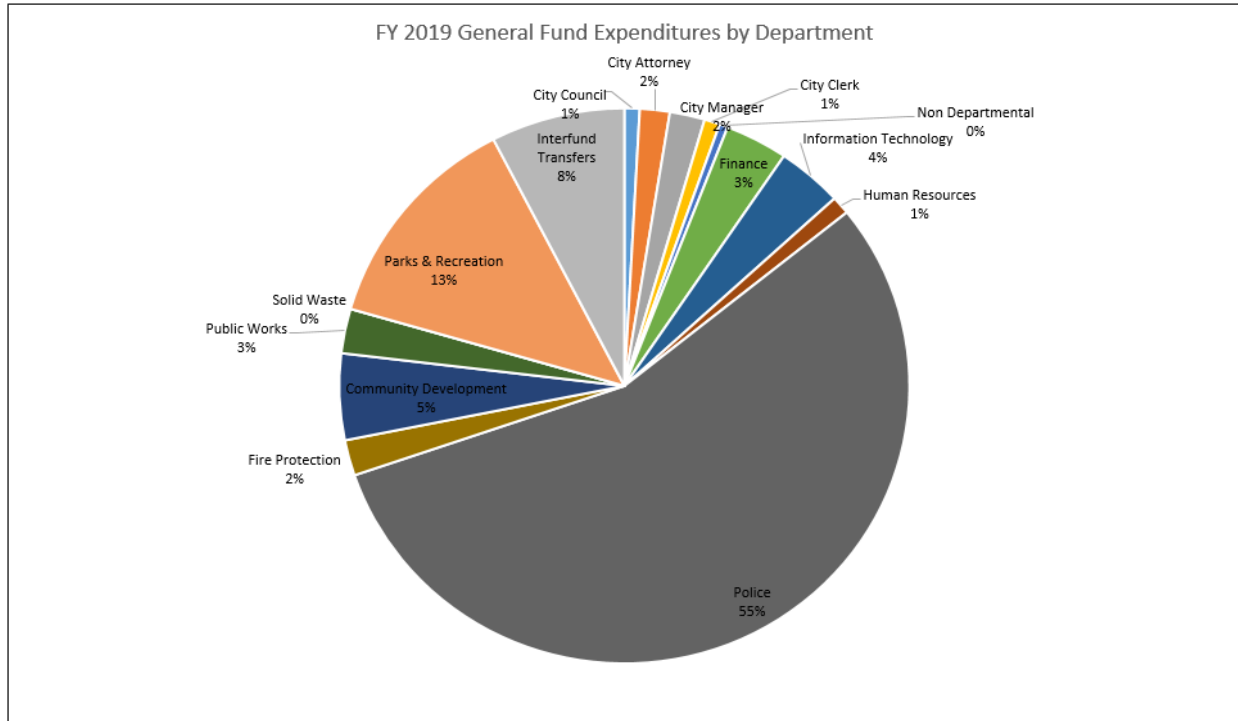


General Fund Expenditures

The third quarter reports show General Fund expenditures at 56% of the Amended Budget amount. This amount is significantly less than the third quarter of FY 2018, which was 69%. A large portion of this difference is due to the canceled public works project.

Expenditure Type	FISCAL YEAR 2018-2019			YTD % of Amended Budget
	Adopted Budget	Amended Budget	YTD Actuals	
Personnel	9,191,681	9,405,771	6,738,359	72%
Services	3,384,127	3,236,777	1,426,915	44%
Materials	262,820	288,255	159,990	56%
Capital	659,638	975,495	147,130	15%
ISF Allocation	218,982	218,982	138,692	63%
Debt Service	152,911	152,911	17,250	11%
Other Financing Uses	2,399,781	2,502,977	709,184	28%
TOTAL EXPENDITURES	16,269,940	16,781,168	9,337,520	56%

The pie chart below shows the percentage of General Fund dollars spent by department or division.



Interfund Transfers – General Fund

Interfund transfers received by General Fund came from the following:

Fund 102 Gas Tax Fund for admin overhead allocation	\$ 190,215
Fund 210 Grant Operations Fund for PD fence project	\$ 61,919
Fund 264 Law Enforcement Impact Fee for PD fence project	\$ 200,000
Fund 300 TDA Transit Fund for admin overhead allocation	\$ 162,531
Fund 310 Wastewater Fund for admin overhead allocation	\$ 232,326
Fund 410 Self Insurance Fund for admin overhead allocation	\$ 119,403
Fund 440 Fleet ISF Fund for admin overhead allocation	\$ 38,214
Fund 939 RDA/Successor Agency for RDA admin allowance	\$ 125,000
	<u>\$ 1,129,608</u>

Interfund transfers made by General Fund to the following funds:

Fund 102 Gas Tax Fund for Streets maintenance	\$ 281,925
Fund 410 Self Insurance Fund for insurance allocation	\$ 419,814
Various Funds for FLSA Retro	\$ 7,445
	<u>\$ 709,184</u>

Fund 102	\$ 269
Fund 103	\$ 144
Fund 300	\$ 6,630
Fund 440	\$ 402

Gas Tax Fund

Gas tax fund has received \$630,506 in revenues through the third quarter of FY 2019. Of that amount 45% came from Measure V Sales tax transfer from General Fund and 55% came from Gas Tax. The fund has spent \$1,465,984 in expenditures. The Gas tax fund revenues for the third quarter of FY 2018 were \$1,988,665 and the expenditures were \$2,339,433. The table below shows the fund's revenue and expenditure budget and actual comparison.

	FISCAL YEAR 2018-2019			YTD % of Amended Budget
	Adopted Budget	Amended Budget	YTD Actuals	
Revenue				
Intergovernmental	656,440	656,440	348,305	53%
Use of property & money	-	-	7	0%
Transfer from other funds	2,666,058	2,676,908	282,194	11%
Other revenue	-	-	-	0%
Total Revenues	3,322,498	3,333,348	630,506	19%
Expenditures				
Personnel	549,595	549,567	378,073	69%
Services	396,350	408,719	209,605	51%
Materials	1,379,608	1,398,677	133,294	10%
Capital	570,000	570,000	436,539	77%
ISF Allocation	69,166	69,166	40,138	58%
Other Financing Uses	357,779	357,779	268,335	75%
Total Expenditures	3,322,498	3,353,908	1,465,984	44%
Revenue over (under) expenditures	-	(20,560)	(835,478)	

Interfund Transfers – Gas Tax Fund

Interfund transfers received by Gas Tax Fund came from the following:

Fund 100 General Fund for the Measure V funding	\$ 281,925
Fund 100 General Fund for FLSA Retro	\$ 269
	<u>\$ 282,194</u>

Interfund transfers made by Gas Tax Fund to the following:

Fund 100 General Fund for the admin overhead allocation	\$ 190,215
Fund 410 Self Insurance Fund for the insurance allocation	\$ 78,120
	<u>\$ 268,335</u>

T.D.A. Transit Fund

The Transit Fund has received \$300,456 in revenue through the third quarter of FY 2019. The third quarter expenditure amount is \$869,922. The Transit Fund revenue for the third quarter of FY 2018 were \$219,439, and the expenditure amount was \$637,720. The table below shows the fund's revenue and expenditure budget and actual comparison.

	FISCAL YEAR 2018-2019			YTD % of Amended Budget
	Adopted Budget	Amended Budget	YTD Actuals	
Revenue				
Taxes	928,439	928,439	-	0%
Intergovernmental	392,631	396,384	128,791	32%
Use of property & money	1,000	1,000	7,614	761%
Current service charges	235,050	235,050	157,421	67%
Transfer from other funds	-	6,630	6,630	100%
Other revenue	-	-	-	0%
Total Revenues	1,557,120	1,567,503	300,456	19%
Expenditures				
Personnel	641,119	651,832	402,425	62%
Services	283,185	288,185	150,929	52%
Materials	19,500	23,253	12,171	52%
Capital	167,684	167,684	-	0%
ISF Allocation	171,598	171,598	98,864	58%
Other financing uses	274,034	274,034	205,533	75%
Total Expenditures	1,557,120	1,576,586	869,922	55%
Revenue over (under) expenditures	-	(9,083)	(569,466)	

Interfund Transfers – T.D.A. Transit Fund

Interfund transfers received by Transit T.D.A. Fund came from the following:

Fund 100 General Fund for FLSA Retro	\$ 6,630
	<u>\$ 6,630</u>

Interfund transfers made by Transit T.D.A. Fund to the following:

Fund 100 General Fund for the admin overhead allocation	\$ 162,531
Fund 410 Self Insurance Fund for the insurance allocation	\$ 43,002
	<u>\$ 205,533</u>

Wastewater Fund

The Wastewater Fund has received \$4,380,211 in revenue through the third quarter of FY 2019. The expenditures through the third quarter were \$1,485,849. The revenues for the third quarter of FY 2018 were \$4,195,876 and the expenditures were \$1,032,642. The table below shows the fund's revenue and expenditure budget and actual comparison.

	FISCAL YEAR 2018-2019			YTD % of Amended Budget
	Adopted Budget	Amended Budget	YTD Actuals	
Revenue				
Intergovernmental	-	-	-	0%
Use of property & money	200,000	200,000	289,768	145%
Current service charges	6,285,000	6,285,000	4,079,536	65%
Other revenue	11,300	11,300	10,907	97%
Total Revenues	6,496,300	6,496,300	4,380,211	67%
Expenditures				
Personnel	1,019,214	1,031,138	644,587	63%
Services	1,446,421	1,928,889	413,816	21%
Materials	157,100	143,857	22,498	16%
Capital	205,000	244,243	45,985	19%
ISF Allocation	81,698	81,698	48,049	59%
Other financing uses	414,544	414,544	310,914	75%
Total Expenditures	3,323,977	3,844,369	1,485,849	39%
Revenue over (under) expenditures	3,172,323	2,651,931	2,894,362	

Interfund Transfers – Waste Water Fund

Interfund transfers made by Waste Water Fund to the following:

Fund 100 General Fund for the admin overhead allocation	\$ 232,326
Fund 410 Self Insurance Fund for the insurance allocation	\$ 78,588
	<u>\$ 310,914</u>

Human Resources/Risk Management ISF

The Human Resources/Risk Management Fund, (also known as the Self-Insurance Fund) has received \$1,358,143 in revenue through the third quarter of FY 2019. The expenditures for the third quarter are \$1,073,975. The revenue through the third quarter of FY 2018 was \$1,192,191 and the expenditures were \$1,608,598. The table below shows the fund's revenue and expenditure budget and actual comparison.

	FISCAL YEAR 2018-2019			YTD % of Amended Budget
	Adopted Budget	Amended Budget	YTD Actuals	
Revenue				
Use of property & money	10,000	10,000	11,532	115%
Current service charges	330,234	330,234	236,518	72%
Transfer from other funds	846,948	846,948	635,220	75%
Other revenue	740,500	740,500	474,873	64%
Total Revenues	1,927,682	1,927,682	1,358,143	70%
Expenditures				
Personnel	352,670	353,170	284,121	80%
Services	623,500	632,092	396,193	63%
Materials	300	300	-	0%
Other financing uses	821,199	821,199	393,661	48%
Total Expenditures	1,797,669	1,806,761	1,073,975	59%
Revenue over (under) expenditures	130,013	120,921	284,168	

Interfund Transfers – Human Resources/Risk Management ISF Fund

Interfund transfers received by the Self Insurance Fund came from the following:

Fund 100 General Fund for insurance allocation	\$ 419,814
Fund 102 Gas Tax Fund for insurance allocation	\$ 78,120
Fund 300 TDA Transit Fund for insurance allocation	\$ 43,002
Fund 310 Waste Water Fund for insurance allocation	\$ 78,588
Fund 440 Fleet Maintenance ISF for insurance allocation	\$ 15,696
	<u>\$ 635,220</u>

Interfund transfers made by the Self Insurance Fund to the following:

Fund 100 General Fund for admin overhead allocation	\$ 119,403
Fund 420 Workers Comp Fund for claims	\$ 274,258
	<u>\$ 393,661</u>

Fleet Maintenance ISF Fund

This fund charges back the fund that uses its services by allocating its actual expenses by mileage/hours driven/used of the fund's vehicles and equipment. Total revenue through the third quarter of FY 2019 is \$328,117, while total expenditures are \$330,730. The revenue through the third quarter of FY 2018 was \$273,929 and the expenditures were \$273,006. The table below shows the fund's revenue and expenditure budget and actual comparison.

	FISCAL YEAR 2018-2019			YTD % of Amended Budget
	Adopted Budget	Amended Budget	YTD Actuals	
Revenue				
Intergovernmental	43,500	43,500	-	0%
Use of property & money	300	300	1,972	657%
Current service charges	541,444	541,444	325,743	60%
Transfer from other funds	-	402	402	0%
Total Revenues	585,244	585,646	328,117	56%
Expenditures				
Personnel	123,317	124,719	89,040	71%
Services	25,550	25,550	16,607	65%
Materials	315,700	387,434	171,173	44%
Capital	48,500	48,500	-	0%
Other financing uses	71,877	71,877	53,910	75%
Total Expenditures	584,944	658,080	330,730	50%
Revenue over (under) expenditures	300	(72,434)	(2,613)	

Interfund Transfers – Fleet Maintenance ISF Fund

Interfund transfers received by the Self Insurance Fund came from the following:

Fund 100 General Fund for FLSA Retro	\$ 402
	<u>\$ 402</u>

Interfund transfers made by the Fleet Maintenance Fund to the following:

Fund 100 General Fund for admin overhead allocation	\$ 38,214
Fund 410 Self Insurance Fund for insurance allocation	<u>\$ 15,696</u>
	<u>\$ 53,910</u>

City of Ridgecrest
Investment Summary Report
 Fiscal Year 2018-2019
 Third Quarter Ending March 31, 2019

Name of Institution	Rate	Maturity	Market Value	% of Portfolio
Union Bank - Checking Account	0.00%	N/A	\$ 3,304,565	7%
Local Agency Investment Funds				
City of Ridgecrest	2.55%	N/A	\$ 40,168,483	
Assessment District	2.55%	N/A	\$ 468,064	
Successor Agency	2.55%	N/A	\$ 2,049,626	
Total LAIF Investment			<u>\$ 42,686,173</u>	93%
			<u>TOTAL CITY INVESTMENTS</u>	<u>100%</u>
			<u><u>\$ 45,990,738</u></u>	

To the best of my knowledge, there are not misstatements of material amounts within this Quarterly Investment Report; or omissions of material accounts to cause this investment report to be misleading.

I certify that this report accurately reflects all City of Ridgecrest investments and complies with the investment policy of the City as approved by the governing board; and there are sufficient funds available to meet the City's expenditure requirements for the next six months.



Cheri Freese
Finance Director