

In-person participation by the public will be permitted.

Submit a written public comment prior to the meeting: Public comments submitted to cityclerk@atwater.org by 2:00 p.m. on the day of the meeting will be distributed to the Audit and Finance Committee and made part of the official minutes but will not be read out loud during the meeting.

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Persons requesting accommodation should contact the City in advance of the meeting, and as soon as possible, at (209) 812-1056.

CITY OF ATWATER

AUDIT AND FINANCE COMMITTEE

AGENDA

Council Chambers
750 Bellevue Road
Atwater, California

March 25, 2024

CALL TO ORDER:



4:30 PM

PLEDGE OF ALLEGIANCE TO THE FLAG:

ROLL CALL:

Ambriz _____, Borba _____, Button _____

SUBSEQUENT NEED ITEMS: (The Chair shall announce any requests for items requiring immediate action subsequent to the posting of the agenda. Subsequent need items require a two-thirds vote of the members of the Audit and Finance Committee present at the meeting.)

APPROVAL OF AGENDA AS POSTED OR AS AMENDED: (This is the time for the Audit and Finance Committee to remove items from the agenda or to change the order of the agenda.)

Staff's Recommendation: Motion to approve agenda as posted or as amended.

MINUTES:

1. February 26, 2024 – Regular Meeting

Staff's Recommendation: Motion to approve minutes as listed.

FUNDING AND BUDGET MATTERS:

2. Treasurer's Report (unaudited) for the months ending January 31, 2024 and February 29, 2024 (City Treasurer Borba)

Staff's Recommendation: Motion to recommend that the City Council accept the Treasurer's Report for the months ending January 31, 2024 and February 29, 2024.

COMMENTS FROM THE PUBLIC:

NOTICE TO THE PUBLIC

At this time any person may comment on any item which is not on the agenda. You may state your name and address for the record; however, it is not required. Action will not be taken on an item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on a future agenda. Please limit comments to a maximum of three (3) minutes.

COMMITTEE MEMBER MATTERS:

Committee Member comments

ADJOURNMENT:

CERTIFICATION:

I, Gisela Peralta, Recording Secretary of the City of Atwater, do hereby certify that a copy of the foregoing agenda was posted at City Hall a minimum of 72 hours prior to the meeting.



Gisela Peralta
Recording Secretary

SB 343 NOTICE

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the office of the City Clerk at City Hall during normal business hours at 750 Bellevue Road.

If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda at 750 Bellevue Road.



In compliance with the federal Americans with Disabilities Act of 1990, upon request, the agenda can be provided in an alternative format to accommodate special needs. If you require special accommodations to participate in a City Council, Commission or Committee meeting due to a disability, please contact the City Clerk's Office a minimum of three (3) business days in advance of the meeting at (209) 812-1056. You may also send the request by email to

cityclerk@atwater.org .



CITY OF ATWATER

REGULAR MEETING AUDIT AND FINANCE COMMITTEE

ACTION MINUTES

February 26, 2024

The City of Atwater Audit and Finance Committee met in Regular Session this date at 4:35 PM in the City Council Chambers located at the Atwater Civic Center, 750 Bellevue Road, Atwater, California; Committee Chair Ambriz presiding.

PLEDGE OF ALLEGIANCE OF THE FLAG: *Deferred to Regular Council Meeting.*

ROLL CALL:

Present: Committee Chair Ambriz, Committee Member Borba
Absent: Committee Vice Chair Button, Interim City Manager Thompson
Staff Present: Finance Director Nicholas, Administrative Assistant Peralta

APPROVAL OF AGENDA AS POSTED OR AS AMENDED:

MOTION: *Committee Member Borba moved to approve the agenda as posted. The motion was seconded by Committee Chair Ambriz and the vote was: Ayes: Borba, Ambriz; Absent: Button; Noes: None. The motion passed.*

SUBSEQUENT NEED ITEMS:

None to report.

MINUTES:

October 23, 2023 – Regular meeting

MOTION: *Committee Member Borba moved to approve the minutes as listed. The motion was seconded by Committee Chair Ambriz and the vote was: Ayes: Borba, Ambriz; Absent: Button; Noes: None. The motion passed.*

FUNDING AND BUDGET MATTERS:

Treasurer's Report for the month ending January 31, 2024 (City Treasurer Borba)

This item was moved to the next scheduled meeting due to lack of a quorum.

REPORTS AND PRESENTATIONS FROM STAFF:

Verbal presentation regarding 3rd Quarter 2023 Report on Sales Tax and Business Activity for the City of Atwater (Finance Director Nicholas)

Finance Director Nicholas updated the Committee on the 3rd Quarter 2023 Report on Sales Tax and Business Activity for the City of Atwater.

No action requested. Informational item only.

Committee Member Borba spoke about wanting to see the City of Atwater grow with businesses.

COMMENTS FROM THE PUBLIC:

No one came forward to speak.

COMMITTEE MEMBER COMMENTS:

Committee Member Borba elaborated on wanting to see the City grow and be prosperous.

Committee Chair Ambriz assured the Committee will have clarification about who the new member will be.

ADJOURNMENT:

Committee Chair Ambriz adjourned the meeting at 4:42 PM.

DANNY AMBRIZ
COMMITTEE CHAIR

By: Gisela Peralta
Recording Secretary


STATEMENT OF CHANGES IN CASH BALANCE, UNAUDITED
BY FUND
AS OF 1/31/2024

FUND	BEG. BALANCE	CASH DEBITS	CASH CREDITS	ENDING BAL.
0001 General Fund	14,629,510.90	5,084,826.98	1,417,144.68	18,297,193.20
0003 General Fund Capital	(967,256.41)	0.00	4,165.00	(971,421.41)
0004 Public Safety Trans & Use Tax	2,006,190.46	424,365.98	303,976.06	2,126,580.38
0005 Ferrari Ranch Project Fund	2,297.54	0.00	0.00	2,297.54
0007 Measure V Fund	4,565,961.59	61,009.43	0.00	4,626,971.02
0008 Measure V 20% Alternative Modes	737,836.33	15,252.36	539.62	752,549.07
0009 Abandoned Veh Abatement Fund	(4,798.87)	0.00	1,641.90	(6,440.77)
0010 Measure V Regional Fund	(113,321.84)	0.00	0.00	(113,321.84)
1005 Police Grants Fund	104,772.40	0.00	44,365.88	60,406.52
1010 ARPA-American Rescue Plan Act	3,745,516.19	0.00	42,692.05	3,702,824.14
1011 Gas Tax/Street Improvement	(393,190.37)	62,938.39	62,094.89	(392,346.87)
1013 Local Transportation Fund	379,864.71	0.00	1,779.38	378,085.33
1015 Traffic Circulation Fund	1,499,300.44	0.00	0.00	1,499,300.44
1016 Applegate Interchange	775,338.71	0.00	0.00	775,338.71
1017 RSTP-Regional Surface Transp Prog	2,663,865.82	0.00	18,355.00	2,645,510.82
1018 SB1-Road Maint & Rehab RMRA	2,216,779.41	57,266.08	19,368.00	2,254,677.49
1019 LPP-Local Partnership Prg Fund	0.00	0.00	0.00	0.00
1020 Parks and Recreation Fund	1,959,870.55	0.00	0.00	1,959,870.55
1021 Parks Grants Fund	(1,571.39)	0.00	0.00	(1,571.39)
1040 General Plan Update-Housing Element	0.00	0.00	10,800.00	(10,800.00)
1041 General Plan Update Fund	1,933,544.44	160,000.00	18,994.50	2,074,549.94
1055 Neighborhood Stabilization	222,040.24	0.00	0.00	222,040.24
1059-80 Housing Grant Funds	782,806.25	32,600.00	0.00	815,406.25
1091 Police Facility Impact Fee	199,581.18	0.00	0.00	199,581.18
1093 Fire Facility Impact Fee	259,519.27	0.00	0.00	259,519.27
1095 Government Building Facility	278,230.46	0.00	0.00	278,230.46
3064-67 Redevelopment/Successor Agency Funds	2,702,505.00	9,766.51	3,199.67	2,709,071.84
4020 Performance Bond Trust	220,733.85	0.00	0.00	220,733.85
4030 Narcotics Program Trust	2,084.79	0.00	0.00	2,084.79
4060 Section 125 Medical	1,654.49	70.00	0.00	1,724.49

STATEMENT OF CHANGES IN CASH BALANCE, UNAUDITED
BY FUND
AS OF 1/31/2024

FUND	BEG. BALANCE	CASH DEBITS	CASH CREDITS	ENDING BAL.
4070 Section 125 Dependent Care	0.00	0.00	0.00	0.00
4080 Pension Rate Stblztn 115 Trust	389,882.55	0.00	15.46	389,867.09
4090 CFD No. 1 Trust	131,617.29	0.00	0.00	131,617.29
5001-55 All Maintenance Districts	1,137,282.14	129,796.44	21,979.63	1,245,098.95
5050 CFD Districts	(181,956.30)	341,020.73	30,850.63	128,213.80
6000 Water Enterprise Fund	12,081,194.76	741,758.15	209,938.43	12,613,014.48
6001 Water Fund Capital Replacement	516,405.37	0.00	37,991.31	478,414.06
6002 DBCP Settlement	20,677.13	0.00	0.00	20,677.13
6004 Water Well- Buhach Colony	184,791.45	0.00	0.00	184,791.45
6005 Water Capital Impact Fees	2,663,288.21	0.00	0.00	2,663,288.21
6006 Water Operating Reserve Fund	181,195.08	0.00	0.00	181,195.08
6007 1,2,3-TCP Fund	13,571,428.76	91,878.17	131,605.50	13,531,701.43
6010 Sewer Enterprise Fund	14,193,700.29	1,120,961.41	814,520.17	14,500,141.53
6011 Sewer Fund Capital Replacement	3,737,943.89	0.00	0.00	3,737,943.89
6020 Sanitation Enterprise	2,555,129.49	323,219.40	262,633.62	2,615,715.27
7000 Internal Service Fund	755,293.74	2,487.29	131,067.83	626,713.20
7001 ISF Equipment/Bldg Replacement	100,664.02	0.00	0.00	100,664.02
7010 Employee Benefits Fund	846,918.82	5,663.54	81,755.02	770,827.34
7020 Risk Management	39,197.78	0.00	4,285.47	34,912.31
7030 Information Technology	497,265.99	0.00	34,676.34	462,589.65
9090 Accrued Interest Fund	1,405,283.34	645,810.94	0.00	2,051,094.28
TOTAL	95,236,869.94	9,310,691.80	3,710,436.04	100,837,125.70


Prepared by: 
 Jared Moua, Accountant I

Approved by: 
 Mark Borba, City Treasurer

**Statement of Changes in Cash Balance
by Bank
As of 1/31/2024**

	Beg. Period Balance	Cash Debits	Cash Credits	End Period Balance
City - LAIF	64,076,860.90	643,725.94		64,720,586.84
City - RMA Long-Term Investment Fund	1,179,468.00	2,085.00		1,181,553.00
City Checking & Investment Accounts	3,612,566.41	7,579,074.01	3,339,249.22	7,852,391.20
Wastewater Checking	3,305,180.49		371,171.36	2,934,009.13
RA Obligation Retirement Fund	0.00	993,928.68		993,928.68
US Bank/Chandler Asset Mgt.	22,672,911.59	91,878.17		22,764,789.76
PARS Post-Employment Benefits Trust	389,882.55		15.46	389,867.09
Totals	<u>95,236,869.94</u>	<u>9,310,691.80</u>	<u>3,710,436.04</u>	<u>100,837,125.70</u>

Prepared by: 
Jared Moua, Accountant I

Approved by: 
Mark Borba, City Treasurer

(The following statements are required by California Govt. Code Section 53646 (b) (2,3))
Investments are made pursuant to the City Council approved Investment Policy and Guidelines.
The City of Atwater has the ability to meet its pooled expenditure requirements for the next six months.

Bank Account Detail			
City LAIF	64,720,586.84	Chase General Checking	4,917,205.33
Chandler Asset Mgt.	1,181,553.00	Chase Wastewater Checking	2,934,009.13
US Bank/Chandler Asset Mgt.	22,764,789.76	Chase Redevelopment Checking	993,928.68
PARS Post-Employment Benefits Trust	389,867.09	Chase Savings Account	0.00

STATEMENT OF CHANGES IN CASH BALANCE, UNAUDITED
BY FUND
AS OF 2/29/2024

FUND	BEG. BALANCE	CASH DEBITS	CASH CREDITS	ENDING BAL.
0001 General Fund	16,988,533.27	1,024,354.33	1,055,247.59	16,957,640.01
0003 General Fund Capital	(675,227.64)	95,065.21	388.76	(580,551.19)
0004 Public Safety Trans & Use Tax	2,130,505.67	972,509.21	1,019,057.72	2,083,957.16
0005 Ferrari Ranch Project Fund	2,306.29	0.00	0.00	2,306.29
0007 Measure V Fund	4,642,715.39	59,664.62	0.00	4,702,380.01
0008 Measure V 20% Alternative Modes	755,291.04	14,916.15	50.37	770,156.82
0009 Abandoned Veh Abatement Fund	(6,901.41)	5,926.52	1,649.88	(2,624.77)
0010 Measure V Regional Fund	(113,321.84)	0.00	3,873.70	(117,195.54)
1005 Police Grants Fund	60,012.25	53,726.00	5,950.00	107,788.25
1010 ARPA-American Rescue Plan Act	3,721,097.92	0.00	177,739.77	3,543,358.15
1011 Gas Tax/Street Improvement	(186,885.52)	66,069.84	65,871.43	(186,687.11)
1013 Local Transportation Fund	379,763.96	0.00	97,282.26	282,481.70
1015 Traffic Circulation Fund	1,505,005.19	0.00	0.00	1,505,005.19
1016 Applegate Interchange	778,294.11	0.00	0.00	778,294.11
1017 RSTP-Regional Surface Transp Prog	2,655,374.89	0.00	0.00	2,655,374.89
1018 SB1-Road Maint & Rehab RMRA	2,261,848.39	77,807.04	74,275.00	2,265,380.43
1019 LPP-Local Partnership Prg Fund	0.00	0.00	0.00	0.00
1020 Parks and Recreation Fund	1,966,916.80	1,707.90	0.00	1,968,624.70
1021 Parks Grants Fund	(1,571.39)	0.00	0.00	(1,571.39)
1040 General Plan Update-Housing Element	(85,406.00)	0.00	0.00	(85,406.00)
1041 General Plan Update Fund	2,157,394.27	0.00	31,323.00	2,126,071.27
1055 Neighborhood Stabilization	222,886.60	0.00	0.00	222,886.60
1059-80 Housing Grant Funds	818,369.14	1,000.00	0.00	819,369.14
1091 Police Facility Impact Fee	200,593.12	0.00	0.00	200,593.12
1093 Fire Facility Impact Fee	260,505.38	0.00	0.00	260,505.38
1095 Government Building Facility	279,287.75	0.00	0.00	279,287.75
3064-67 Redevelopment/Successor Agency Funds	2,665,656.61	875.61	0.00	2,666,532.22
4020 Performance Bond Trust	221,575.23	0.00	0.00	221,575.23
4030 Narcotics Program Trust	2,092.73	0.00	0.00	2,092.73
4060 Section 125 Medical	1,724.49	70.00	0.00	1,794.49

STATEMENT OF CHANGES IN CASH BALANCE, UNAUDITED
BY FUND
AS OF 2/29/2024

FUND	BEG. BALANCE	CASH DEBITS	CASH CREDITS	ENDING BAL.
4070 Section 125 Dependent Care	0.00	0.00	0.00	0.00
4080 Pension Rate Stblztn 115 Trust	389,867.09	9,659.01	0.00	399,526.10
4090 CFD No. 1 Trust	132,118.98	0.00	0.00	132,118.98
5001-55 All Maintenance Districts	1,367,267.22	0.00	40,460.65	1,326,806.57
5050 CFD Districts	120,057.58	0.00	33,761.02	86,296.56
6000 Water Enterprise Fund	12,825,969.52	751,828.67	170,672.12	13,407,126.07
6001 Water Fund Capital Replacement	484,704.02	0.00	37,921.30	446,782.72
6002 DBCP Settlement	20,755.94	0.00	0.00	20,755.94
6004 Water Well- Buhach Colony	185,495.82	0.00	0.00	185,495.82
6005 Water Capital Impact Fees	2,673,370.10	0.00	0.00	2,673,370.10
6006 Water Operating Reserve Fund	181,885.75	0.00	0.00	181,885.75
6007 1,2,3-TCP Fund	13,591,971.16	0.00	87,926.25	13,504,044.91
6010 Sewer Enterprise Fund	14,709,653.05	1,006,923.85	816,184.76	14,900,392.14
6011 Sewer Fund Capital Replacement	3,752,125.28	0.00	0.00	3,752,125.28
6020 Sanitation Enterprise	2,744,650.40	283,531.20	332,579.96	2,695,601.64
7000 Internal Service Fund	621,562.06	212.67	159,660.43	462,114.30
7001 ISF Equipment/Bldg Replacement	201,428.90	0.00	0.00	201,428.90
7010 Employee Benefits Fund	775,584.80	6,467.04	77,903.89	704,147.95
7020 Risk Management	317,775.89	0.00	4,594.50	313,181.39
7030 Information Technology	461,677.49	0.00	44,065.68	417,611.81
9090 Accrued Interest Fund	1,670,767.96	2,116.00	0.00	1,672,883.96
TOTAL	100,837,125.70	4,434,430.87	4,338,440.04	100,933,116.53

Prepared by: _____

Jared Moua, Accountant I


Approved by: _____

Mark Borba, City Treasurer

**Statement of Changes in Cash Balance
by Bank
As of 2/29/2024**

	Beg. Period Balance	Cash Debits	Cash Credits	End Period Balance
City - LAIF	64,720,586.84			64,720,586.84
City - RMA Long-Term Investment Fund	1,181,553.00	2,116.00		1,183,669.00
City Checking & Investment Accounts	7,852,391.20	4,422,648.08	3,885,628.93	8,389,410.35
Wastewater Checking	2,934,009.13		371,171.36	2,562,837.77
RA Obligation Retirement Fund	993,928.68	7.78		993,936.46
US Bank/Chandler Asset Mgt.	22,764,789.76		81,639.75	22,683,150.01
PARS Post-Employment Benefits Trust	389,867.09	9,659.01		399,526.10
Totals	<u>100,837,125.70</u>	<u>4,434,430.87</u>	<u>4,338,440.04</u>	<u>100,933,116.53</u>

Prepared by: 
Jared Moua, Accountant I

Approved by: 
Mark Borba, City Treasurer

(The following statements are required by California Govt. Code Section 53646 (b) (2,3))
Investments are made pursuant to the City Council approved Investment Policy and Guidelines.
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Bank Account Detail			
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US Bank/Chandler Asset Mgt.	22,683,150.01	Chase Redevelopment Checking	993,936.46
PARS Post-Employment Benefits Trust	399,526.10	Chase Savings Account	0.00