



Agenda Item: 14.E
Date of Meeting: October 23, 2023
Department: Finance

STAFF REPORT

To: City Council
From: Ethan Aukee
Subject: **Budget Adjustment Request, Finance Department, PERS Employee/Employer**
Prepared On: October 12, 2023

Background/History:

Lucila Terrasas worked for the City spanning 2001-2006 as a part-time office assistant and she recently requested service credit for her years with the City. Upon review of her City timesheets, it was discovered that she worked more than 1,000 hours in 2002. Being that she exceeded 1,000 hours, she should have been added to CALPERS and contributions should have started at that time. This did not occur. To correct for this omission, the City has been billed for arrears contributions in the amount of \$8,914.47, along with a \$500 administration fee.

Analysis/Discussion:

The account affected by this arrears contribution invoice was only budgeted for current Finance Department staff expenses during FY 2023-2024. Payment of the arrears contribution invoice will result in expense account 001-012-51027 exceeding the approved budget figure.

Economic Impacts:

No economic impacts.

Budget Impacts:

Increased expenditures in the amount of \$9,414.47 within expense account 001-012-51027.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration to increase the budget figure for expense account 001-012-51027 by \$9,414.47.

Approved By: Ethan Aukee / 10/12/2023

Approved By: Robin Picken / 10/12/2023

Approved By: Nora Gamino 10/16/2023

Approved By: