



Fiscal Year 2024/25 First Quarter Budget Update

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Fiscal Year 2024/25 First Quarter Budget Update

Overview of Presentation

- 2nd Year of the Biennial (two-year) Budget
- Summary of Prior Actions for Fiscal Year 2024/25
- First Quarter Updates (July - Sept)
 - Citywide and Major Funds Overview
- Overview of Unassigned Fund and Reserve Balances
- Changes in the Schedule of Authorized Positions
- Future Budget Updates
- Recommended Actions

Fiscal Year 2024/25 First Quarter Budget Update

Summary of Prior Actions for Fiscal Year 2024/25

- August 20 Council Action
 - Revenues adjusted in line with historical collections
 - Personnel costs adjusted for approved labor agreements
 - Departments identified 10% budgetary savings
 - Overtime budgets reduced by 10% citywide
 - Removed New FY25 Approved Positions from Budget
 - Vacant positions require approval by the City Manager prior to recruitment

Fiscal Year 2024/25 First Quarter Budget Update

CITYWIDE					
	FY 2024/25 Amended Budget	FY25 YTD thru 09/30/2024	% of Budget Used thru 09/30/2024	Proposed Adjustments	FY 2024/25 Proposed Amended Budget
Revenues					
Taxes-Sales Tax	\$ 55,668,067	\$ 4,345,292	8%	\$ -	\$ 55,668,067
Taxes-Property	30,682,583	-	0%	1,984,975	32,667,558
Taxes-VLF/Property Tax Comp	10,227,948	-	0%	887,027	11,114,975
Charges for Services	24,145,153	5,119,562	21%	21,000	24,166,153
Other Misc Revenue	19,932,956	8,894,086	45%	3,594,396	23,527,352
Special Assessments	11,907,560	-	0%	-	11,907,560
Tax-Special Tax	9,387,543	12,561	0%	-	9,387,543
Taxes-Franchises	4,710,000	1,800	0%	92,800	4,802,800
Taxes-Other	3,003,380	577,912	19%	-	3,003,380
Taxes-Transient Occupancy Tax	2,580,000	324,743	13%	-	2,580,000
License/Permit Fees	1,834,575	395,277	22%	-	1,834,575
Taxes-Business Licenses	1,065,400	326,933	31%	21,308	1,086,708
Taxes-Property Transfer	550,000	174,201	32%	25,000	575,000
Loan/Bond/Lease Proceeds	-	3,430	0%	-	-
Total Revenue	\$ 175,695,164	\$ 20,175,797	11%	\$ 6,626,506	\$ 182,321,671
Expenditures					
Personnel Costs	\$ 102,219,296	\$ 18,559,059	18%	\$ (1,695,014)	\$ 100,524,282
Operations & Maintenance	58,438,469	12,103,613	21%	229,521	58,667,990
Capital Outlay	1,993,720	1,914,702	96%	-	1,993,720
Allocations	11,522,578	3,065,431	27%	-	11,522,578
Total Expenditures	\$ 174,174,063	\$ 35,642,805	20%	\$ (1,465,493)	\$ 172,708,570
Contributions to Unassigned					
Fund Balance	\$ 1,521,101				\$ 9,613,101
Total Expenditures Sources	\$ 175,695,164				\$ 182,321,671
Transfers					
Transfer In	13,308,786	3,327,197	25%	(2,185,117)	11,123,669
Transfer Out	13,308,786	3,327,197	25%	(2,185,117)	11,123,669
Net Transfers	\$ -	\$ -	0%	\$ -	\$ -

Fiscal Year 2024/25 First Quarter Budget Update

General Fund Overview- Year-to-Date Comparison

GENERAL FUND					
	FY 2024/25 Amended Budget	YTD thru 09/30/2024	% of Budget Used thru 09/30/2024	Proposed Adjustments	FY 2024/25 Proposed Amended Budget
Revenues					
Taxes-Sales Tax	\$ 26,590,074	\$ 2,095,665	8%	\$ -	\$ 26,590,074
Taxes-VLF/Property Tax Comp	10,227,948	-	0%	887,027	11,114,975
Taxes-Property	10,113,634	-	0%	787,283	10,900,917
Other Misc Revenue	7,580,503	3,761,374	50%	620,000	8,200,503
Taxes-Franchises	4,652,000	1,800	0%	92,800	4,744,800
Charges for Services	4,360,660	1,644,746	38%	-	4,360,660
License/Permit Fees	1,824,075	392,880	22%	-	1,824,075
Special Assessments	21,306	-	0%	-	21,306
Taxes-Transient Occupancy Tax	2,580,000	324,743	13%	-	2,580,000
Taxes-Business Licenses	1,065,400	326,933	31%	21,308	1,086,708
Taxes-Property Transfer	550,000	174,201	32%	25,000	575,000
Total Revenue	\$ 69,565,600	\$ 8,722,342	13%	\$ 2,433,417	\$ 71,999,017
Use of Unassigned Fund Balance	7,901,506				4,426,304
Total Revenue Sources	\$ 77,467,106				\$ 76,425,321
	FY 2024/25 Amended Budget	YTD thru 09/30/2024	% Expended thru 09/30/2024	Proposed Adjustments	FY 2024/25 Proposed Amended Budget
Expenditures					
Personnel Costs	\$ 54,554,230	\$ 8,969,678	16%	\$ (1,100,000)	\$ 53,454,230
Operations & Maintenance	12,890,580	2,036,606	16%	79,521	12,970,101
Capital Outlay	1,255,782	459,637	37%	-	1,255,782
Allocations	7,594,685	1,898,671	25%	-	7,594,685
Transfer Out	1,150,523	287,631	25%	-	1,150,523
Total Expenditures	\$ 77,445,800	\$ 13,652,223	18%	\$ (1,020,479)	\$ 76,425,321

Fiscal Year 2024/25 First Quarter Budget Update

Fire Fund Overview- Year-to-Date Comparison

FIRE DISTRICT					
	FY 2024/25 Amended Budget	YTD thru 09/30/2024	% of Budget Used thru 09/30/2024	Proposed Adjustments	FY 2024/25 Proposed Amended Budget
Revenue					
Taxes-Property	\$ 15,062,995	\$ -	0%	\$ 1,016,773	\$ 16,079,768
Other Misc Revenue	1,106,649	240,656	22%	64,905	1,171,554
Charges for Services	440,876	140,767	32%	20,000	460,876
Special Assessments	1,577,711	-	0%	-	1,577,711
License/Permit Fees	10,500	2,397	23%	-	10,500
Transfer In	7,368,265	1,842,066	25%	(1,209,666)	6,158,599
Total Revenue	\$ 25,566,996	\$ 2,225,887	9%	\$ (107,988)	\$ 25,459,008
Use of Unassigned Fund Balance	864,733	-			867,721
Total Revenue Sources	\$ 26,431,729				\$ 26,326,729
Expenditures					
Personnel Costs	\$ 21,961,130	\$ 4,810,347	22%	\$ (255,000)	\$ 21,706,130
Operations & Maintenance	2,326,009	517,145	22%	150,000	2,476,009
Allocations	2,144,590	536,147	25%	-	2,144,590
Total Expenditures	\$ 26,431,729	\$ 5,863,639	22%	(105,000)	\$ 26,326,729

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Community Services District (CSD) Fund Overview- Year-to-Date Comparison

COMMUNITY SERVICES DISTRICT					
	FY 2024/25 Amended Budget	YTD thru 09/30/2024	% of Budget Used thru 09/30/2024	Proposed Adjustments	FY 2024/25 Proposed Amended Budget
Revenue					
Special Assessments	\$ 1,965,302	\$ -	0%	\$ -	\$ 1,965,302
Charges for Services	521,775	256,414	49%	1,000	522,775
Other Misc Revenue	151,142	59,509	39%	20,000	171,142
Transfer In	2,830,175	707,544	25%	(360,560)	2,469,615
Total Revenue	\$ 5,468,394	\$ 1,023,466	19%	\$ (339,560)	\$ 5,128,834
Use of Unassigned Fund Balance	336,042	-			435,602
Total Revenue Sources	\$ 5,804,436				\$ 5,564,436
Expenditures					
Personnel Costs	\$ 2,586,993	\$ 736,350	28%	\$ (240,000)	\$ 2,346,993
Operations & Maintenance	3,190,250	704,040	22%	-	3,190,250
Capital Outlay	50,000	43,661	87%	-	50,000
Allocations	(22,807)	179,085	-785%	-	(22,807)
Total Expenditures	\$ 5,804,436	\$ 1,663,137	29%	\$ (240,000)	\$ 5,564,436

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Library Fund Overview- Year-to-Date Comparison

LIBRARY					
	FY 2024/25 Amended Budget	YTD thru 09/30/2024	% of Budget Used thru 09/30/2024	Proposed Adjustments	FY 2024/25 Proposed Amended Budget
Revenue					
Taxes-Property	\$ 2,564,384	\$ -	0%	\$ 180,920	\$ 2,745,304
Other Misc Revenue	124,700	71,209	57%	17,500	142,200
Charges for Services	20,900	6,936	33%	-	20,900
Transfer In	806,496	201,624	25%	(614,891)	191,605
Total Revenue	\$ 3,516,480	\$ 279,769	8%	\$ (416,471)	\$ 3,100,009
Use of Unassigned Fund Balance	101,213	-			517,684
Total Revenue Sources	\$ 3,617,693				\$ 3,617,693
Expenditures					
Personnel Costs	\$ 2,329,210	\$ 407,810	18%	\$ -	\$ 2,329,210
Operations & Maintenance	789,783	127,316	16%	-	789,783
Allocations	498,700	124,675	25%	-	498,700
Total Expenditures	\$ 3,617,693	\$ 659,801	18%	\$ -	\$ 3,617,693

Fiscal Year 2024/25 First Quarter Budget Update

Measure T Overview- Year-to-Date Comparison

MEASURE T						
	FY 2024/25				FY 2024/25	
	Amended	YTD thru	% Received	Proposed	Proposed	Amended
	Budget	09/30/2024	thru 09/30/2024	Adjustments	Budget	Budget
Revenue						
Taxes-Sales Tax	\$ 29,077,993	\$ 2,249,628	8%	\$ -	\$	29,077,993
Total Revenue	\$ 29,077,993	\$ 2,249,628	8%	\$ -	\$	29,077,993
Expenditures						
Personnel Costs	\$ 13,462,574	\$ 2,751,484	20%	\$ -	\$	13,462,574
Operations & Maintenance	2,167,030	355,617	16%	-		2,167,030
Capital Outlay	648,117	435,023	67%	-		648,117
Allocations	928,500	232,125	25%	-		928,500
Transfer Out	11,004,936	2,751,234	25%	(2,185,117)		8,819,819
Total Expenditures	\$ 28,211,157	\$ 6,525,483	23%	\$ (2,185,117)	\$	26,026,040
Contributions to Unassigned						
Fund Balance	\$ 866,836				\$	3,051,953
Total Expenditures Uses	\$ 29,077,993				\$	29,077,993

Fiscal Year 2024/25 First Quarter Budget Update

Unassigned Fund Balance

- **Definition**
- **Impact to Unassigned Fund Balance**
 - Operating Surplus or Deficit
 - Contribution to reserves
 - Changes in other fund balance categories
 - Non-spendable
 - Assigned (Budget Carryover, CIP commitment)
 - Restricted (debt service reserve)
 - Committed (Operating Reserve)
- **When is best time to report Unassigned Fund Balance?**
 - After completion of audit and Financial Statements
 - Reconciliation of Unassigned Fund Balance
 - All other instances = Estimate

FY 2023/24 Unassigned Fund Balance

General Fund \$34.4 Million

Measure T Fund \$14.4 Million

- Reconciliation of prior years CIP Commitments
- Upward Retroactive Adjustment
- Year-End Report

Fiscal Year 2024/25 First Quarter Budget Update

Impacts on Unassigned Fund Balance Update

Fiscal Year 2023/24										
Fund	Beg. Unassigned Fund Bal., 7/1/23	Actuals Revenues	Actuals Transfers In	Actuals Expenditures	Actuals Transfers Out	Actuals Capital Outlay	Adjustment to Balance to ACFR	Use of Reserves	Transfer to Reserves	End. Unassigned Fund Bal., 6/30/24
General Fund	37,055,337	77,671,286	2,584	(65,815,141)	(965,374)	(121,097)	1,392,842	4,000,000	(18,737,018)	34,483,419
Measure T	31,212,827	28,226,552	239,040	(17,382,210)	(5,950,395)	(7,053,528)	(983,740)	533,000	(14,367,705)	14,473,840
Fire District Fund	(52,575)	20,239,044	3,954,583	(23,275,622)	-	-	-	-	-	865,430
CSD Fund	99,506	2,992,458	2,166,490	(4,822,853)	-	-	-	-	-	435,602
Library Fund	640,303	3,006,938	783	(3,130,340)	-	-	-	-	-	517,683
Total	68,955,399	132,136,277	6,363,480	(114,426,167)	(6,915,768)	(7,174,625)	409,102	4,533,000	(33,104,723)	50,775,974

Fiscal Year 2024/25										
Fund	Beg. Unassigned Fund Bal., 7/1/24	Proposed Amended Revenues	Proposed Amended Transfers In	Proposed Amended Expenditures	Proposed Amended Transfers Out	Proposed Amended Capital Outlay	Proposed Rollovers	Use of Reserves	Transfer to Reserves	Est. End. Unassigned Fund Bal., 6/30/25
General Fund	34,483,419	71,999,017	-	(75,274,798)	(1,150,523)	(2,044,966)	-	-	(833,670)	27,178,479
Measure T	14,473,840	29,077,993	-	(17,206,221)	(8,819,819)	217,249	-	-	(626,487)	17,116,555
Fire District Fund	865,430	19,300,409	6,158,599	(26,326,729)	-	2,291	-	-	-	0
CSD Fund	435,602	2,659,219	2,469,615	(5,564,436)	-	-	-	-	-	0
Library Fund	517,683	2,908,404	191,605	(3,617,693)	-	-	-	-	-	(0)
Total	50,775,974	125,945,043	8,819,819	(127,989,877)	(9,970,342)	(1,825,426)	-	-	(1,460,157)	44,295,034

Fiscal Year 2024/25 First Quarter Budget Update

Operating Reserves – FY 2024/25 Ending Balances

Policy 100-11

- Fund Balance and Reserve Policy
- Established Reserves
 - 25% Operating Reserve

Operating Reserve Balance

	FY 2024/25	
	Reserve Balance	Reserve Level
General Fund	21,250,000	28.2%
Measure T Fund	5,275,784	30.7%
Fire District Fund	7,425,024	28.2%
CSD Fund	1,631,039	29.3%
Library District Fund	1,016,788	28.1%
Total	\$ 36,598,634	



Fiscal Year 2024/25 First Quarter Budget Update

Sustainability Reserves – FY 2024/25 Ending Balances

Policy 100-11

- **Fund Balance and Reserve Policy**
- **Sustainability Reserves**
 - Economic Contingency
 - Information Technology
 - Fleet Replacement
 - Facilities Repairs
 - Continuing Operations

Sustainability Reserve Balance

FY 2024/25

Reserve Balance

Economic Contingency	8,382,884
Fleet Replacement	4,539,815
Fire Fleet Replacement	3,815,443
Information Services	1,282,000
Citywide Facility Repairs	1,367,000
CSD Facility Repairs	7,605,850
Fire Facility Repairs	1,935,000
Pension Rate Stabilization	9,000,000
Continuing Operations	6,025,000
Total	43,952,992



Fiscal Year 2024/25 First Quarter Budget Update

Schedule of Authorized Positions

- Currently 468 Full-Time Equivalent Positions
- Classification update for HR/Risk positions.
- Temporary Positions
 - Fire Captain
 - Fire Battalion Chief
- Net Impact: 2 FTE
- Vacancies

Proposed FY 2024/25 First Quarter Updates		
Dept.	Title	FY 25 Changes
ASD / HR & Risk		
	SR HUMAN RESOURCES ANALYST	1
	HUMAN RESOURCES TECHNICIAN	-1
	HUMAN RESOURCES ANALYST	1
	SR HUMAN RESOURCES ANALYST	-1
Fire Operations		
	FIRE INVESTIGATOR CAPTAIN	1
	FIRE BATTALION CHIEF 56 (Temp.)	1
		2

Fiscal Year 2024/25 First Quarter Budget Update

Future Budget Updates

- December 2024 Fiscal Year 2023/24 Year-End (4th Quarter) Budget Update
- February 2025 Fiscal Year 2024/25 Mid-Year (2nd Quarter) Budget Update
- May 2025 Fiscal Year 2024/25 3rd Quarter Budget Update
- December 2025 Fiscal Year 2025 Year-End (4th Quarter) Budget Update

Biennial Budget Development for FY 2025/26 and 2026/27

- Nov/Dec 2024 Budget Development Process
- April/May 205 Budget Workshop
- June 2025 Adoption of proposed Budget



Fiscal Year 2024/25 First Quarter Budget Update

Recommended Actions

- Accept the report;
- Adjust the Fiscal Year 2024/25 Operating Budget as defined in the Fiscal Year 2024/25 First Quarter Proposed Budget Amendments;
- Approve the Updated Schedule of Authorized Positions List.

