



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: FY 2024-25 Citywide Budget Adoption

- 1) Resolution Adopting the FY 2024-25 City of Glendale Budget
- 2) Resolution Establishing Certain Fees, and Increasing, Decreasing, Modifying Certain Fees for Various Services Provided by the City and Adopting Changes to the Comprehensive Citywide Fee Schedule for FY 2024-25
- 3) Resolution Establishing Certain Fees, and Increasing, Decreasing, Modifying Certain Existing Fees for Public Works, Community Development, and Fire Related Services, Permits, and Certificates
- 4) Resolution of Appropriation for FY 2023-24 to transfer funds in the amount of \$10.0 million from the General Fund to the Capital Improvement Fund

COUNCIL ACTION

Item Type: Action Item

Approved for June 25, 2024 **calendar**

EXECUTIVE SUMMARY

The total appropriation proposed for FY 2024-25 citywide budget is \$1.2 billion of which \$325.7 million is in the General Fund. For the General Fund, based on the FY 2024-25 proposed revenues and appropriations, staff has prepared a balanced budget with a projected surplus of \$591 thousand and a reserve of 38.0% of the 2024-25 proposed budget. The City Council's current General Fund Reserve policy is a minimum of 25% of the annual operating budget, with a target of 35%.

In addition, the City completed a citywide user fee study and is presenting the results and recommendations for adoption of the amendments to the Citywide fee schedule.

Lastly, staff is seeking authorization for a resolution of appropriation to transfer \$10 million in anticipated FY 2023-24 year-end surplus from the General Fund to the Capital Improvement Fund for the Central Park project to secure grant funding.

RECOMMENDATION

It is recommended for the City Council adopt the FY 2024-25 Proposed Citywide Budget and Changes to the Citywide Fee Schedule. In addition, it is recommended for the City Council to approve the attached resolution of appropriation to transfer funds in the amount of \$10.0 million from the General Fund to the Capital Improvement Fund.

ANALYSIS

FY 2024-25 PROPOSED CITYWIDE BUDGET

The total proposed appropriation for FY 2024-25 citywide budget is \$1.2 billion. A summary of revenue estimates and appropriations for all funds can be found in Exhibits 1 and 2 respectively. The following table is a summary of citywide appropriations by fund type as adopted for FY 2023-24 and as proposed for FY 2024-25.

Fund Type (In Thousands)	Adopted FY 2023-24	Proposed FY 2024-25	Increase / (Decrease)	% Change
General Fund	\$ 314,485	\$ 325,660	\$ 11,175	3.6%
Special Revenue Funds	145,322	152,242	6,920	4.8%
Debt Service Funds	2,993	2,995	2	0.1%
Capital Improvement Funds	21,390	33,282	11,892	55.6%
Enterprise Funds	543,524	544,159	635	0.1%
Internal Service Funds	145,064	146,048	984	0.7%
Citywide Total	\$1,172,779	\$1,204,386	\$ 31,608	2.7%

GENERAL FUND

The General Fund provides the majority of ongoing governmental services that are not funded through restricted special revenue funds. These services include Fire, Police, Library, Arts & Culture, Community Services and Parks, Community Development, Public Works, and central support service departments that include Finance, City Clerk, City Treasurer, City Attorney, Management Services, and Human Resources. The General Fund is supported by general taxes including property, sales, utility users, and other taxes, in addition to various fees and a transfer from Electric operating revenue funds. Based on the FY 2024-25 proposed revenues and appropriations, the City has prepared a balanced General Fund budget.

Revenues

The following table reflects the revenue estimates for FY 2023-24 and FY 2024-25 General Fund revenues by major category.

General Fund Revenues (In Thousands)

Category	Projected FY 2023-24	Proposed FY 2024-25	Variance	% Change
Property Taxes	\$ 81,422	\$ 84,012	\$ 2,590	3.2%
Sales Taxes	89,246	91,088	1,842	2.1%
Utility Users Taxes	30,653	32,677	2,024	6.6%
Occupancy Taxes	10,270	10,784	514	5.0%
Licenses & Permits	10,091	11,339	1,248	12.4%
Revenue from Other Agencies	604	385	(219)	(36.3%)
Charges for Services	35,437	38,957	3,520	9.9%
Interfund Revenue	19,058	19,722	664	3.5%
Fines and Forfeitures	3,225	3,300	75	2.3%
Use of Money and Property	4,388	3,845	(543)	(12.4%)
Miscellaneous Revenue	1,024	1,171	147	14.4%
Transfers from Other Funds	24,305	28,971	4,666	19.2%
Total Revenues	\$ 309,722	\$326,251	\$16,529	5.3%

Revenue changes for the proposed FY 2024-25 budget are described in detail below.

- Property Tax: This category is estimated to be approximately \$84.0 million, or 3.2% increase compared to prior year. The City continues to experience modest growth in its property tax revenues, however, has seen an overall flattening of home sale prices and a decrease in the number of home sales in calendar year 2023 compared to 2022, mainly due to high interest rates, impacting supply.

Sales Tax: This category is estimated to be approximately \$91.1 million, or 2.1% increase compared to prior year. This modest growth is due to an overall shift of consumer behavior from luxury purchases to discount retail.

- Utility Users Tax (UUT): This category is estimated to be approximately \$32.7 million, which is a projected growth of 6.6% compared to prior year. The majority of the projected increase is for the Electric UUT as staff has accounted for the recently adopted increases in Electric Service rates.
- Occupancy Taxes: This category is estimated to be approximately \$10.8 million, which is a 5.0% increase from the FY 2023-24 estimate. Since the pandemic, hotel services have seen significant recovery, and this is expected to continue for FY 2024-25.
- Licenses & Permits: This category is estimated to be approximately \$11.3 million, which is a 12.4% increase from the FY 2023-24 estimate. The projected growth is

due to increased revenue in Building and Planning permits as a result of the citywide user fee study, which is discussed later in this report.

- Charges for Services: This category is estimated to be approximately \$39.0 million, which is a 9.9% increase from the FY 2023-24 revenue estimate. The projected increase is a result of the citywide user fee study, which is adjusting the fees charged for various services and programs.
- Transfers from Other Funds: This category is estimated to be approximately \$29.0 million for FY 2024-25. The estimated Electric Works Revenue Fund transfer remains at 10.0% of total electric operating revenues.

Appropriations

The following table shows the appropriations for the General Fund for FY 2023-24 and FY 2024-25 by category.

General Fund Appropriations (In Thousands)

Category	Adopted FY 2023-24	Proposed FY 2024-25	Increase/ Decrease	% Change
Salaries & Benefits	\$223,396	\$231,091	\$ 7,695	3.4%
Maintenance & Operation	75,056	79,991	4,935	6.6%
Capital Outlay	45	145	100	222.2%
Transfers Out	15,988	14,433	(1,555)	(9.7%)
Total appropriations	\$314,485	\$325,660	\$11,174	3.6%

As indicated above, the General Fund budget is forecasted to increase by approximately \$11.2 million, or 3.6% compared to the Adopted FY 2023-24 budget. This increase is mainly attributable to the following:

- Salaries & Benefits: The total net increase in the Salaries & Benefits category is approximately \$7.7 million. The increase is mainly a result of various approved Memorandum of Understanding Cost of Living Adjustments, normal step progression and reallocation of employees. These costs are inclusive of \$8.0 million in estimated vacancy savings.
- Maintenance & Operation: The total net increase of approximately \$4.9 million is mainly due to increases in Utilities, Technology, and Liability Insurance.
- Capital Outlay: The total net increase of approximately \$100 thousand is due to additional planned equipment purchases by the Fire department this year compared to prior year.
- Transfers Out: The total net decrease of approximately \$1.6 million is due to a lower transfer amount to Internal Service Funds compared to prior year. The

transfers are comprised of the following: \$10.0 million for Capital Improvement Fund for various projects, \$1.5 million to the Debt Service Fund, \$133 thousand for Senior Nutritional Meals, \$2.0 million to the Fleet Management Fund and \$0.8 million to the Building Maintenance Fund.

General Fund Projected Ending Fund Balance & Reserve Percentage, June 30, 2025

Based on the FY 2024-25 proposed revenues and appropriations, the General Fund budget is balanced for FY 2024-25, with an anticipated surplus of \$591 thousand. The City's projected ending General Fund unassigned & charter reserve fund balance as of June 30, 2025, is \$123.9 million, a reserve of 38.0% of the FY 2024-25 proposed appropriation of \$325.7 million. The City Council's current General Fund Reserve policy is a minimum of 25% of the annual operating budget, with a target of 35%.

Category (In Thousands)	Proposed FY 2024-25
Total Resources	\$326,251
Total Appropriations	\$325,660
Net Surplus	\$591
Projected Ending Reserve	\$123,860
Reserve %	38.0%

OTHER FUNDS

Special Revenue Funds

The approximately \$6.9 million increase in the *Special Revenue Funds* is primarily due to the following:

- *CDBG Fund 2010* – The net increase of approximately \$435 thousand is mainly due to an increase in funding for capital projects, Pacific Natural Grass and Pacific/Edison Artificial Turf Replacement.
- *Housing Assistance Fund 2020* – The net decrease of approximately \$1.0 million is primarily due to a decrease in anticipated revenues to be used towards contractual services and Portable Voucher HAP expense, offset by an increase in direct assistance.
- *Home Grant Fund 2030* – The net decrease of approximately \$329 thousand is due to a decrease in federal grant revenue.
- *Workforce Fund 2060* – The net increase of approximately \$2.3 million is based on increases in direct assistance and personnel costs, partially offset by a decrease in contractual services.

- Affordable Housing Trust Fund 2090 – The increase of approximately \$78 thousand is in personnel costs.
- Glendale Youth Alliance Fund 2110 – The net increase of approximately \$517 thousand is primarily due to increases in personnel costs, cost allocation charge, and technology costs.
- Low & Mod Income Housing Asset Fund 2130 – The net decrease of approximately \$18 thousand is primarily due to decreases in contractual services and utilities, partially offset by an increase in personnel costs.
- Miscellaneous Grant Fund 2160 – The decrease of approximately \$5.5 million is due to a decrease in project appropriation. There is new project appropriation for LA Impact Grant, Open Streets Grant, Homeless Housing, Assistance and Prevention Round 4, Prop A, Summer Concerts Grant, SCAN Grant, and Canopy Improvement Project Grant.
- Hazardous Disposal Fund 2190 – The decrease of approximately \$86 thousand is due to decreases in personnel costs, partially offset by an increase in technology costs.
- Parking Fund 2210 – The increase of approximately \$2.9 million is primarily due to increases in personnel costs, contractual services, repairs to building and grounds, and regulatory costs. The proposed FY 2024-25 project appropriations in this fund include the following: Parking Lot & Meter improvements, Downtown parking improvements, parking structure improvements, and ADA improvements.
- Measure M Local Return Fund 2220 – The increase of approximately \$1.3 million is due to an increase in construction for Pedestrian & Bike Plan Implementation.
- Measure H Fund 2240 – The increase of approximately \$256 thousand is due to increased revenue from the regular Measure H allocation used towards direct assistance and Measure H VJC allocation used towards direct assistance and contractual services.
- Measure W Fund 2260 – The net decrease of approximately \$95 thousand is primarily due to less project appropriation during FY 2024-25. New project appropriation in this fund includes a project to capture and treat stormwater.
- Permanent Local Housing Allocation Fund 2280 – The increase of approximately \$74 thousand is due to personnel costs.
- Air Quality Improvement Fund 2510 – The increase of approximately \$825 thousand is primarily due to increases in rideshare, and contractual services for various activities such as charging stations and e-bikes for employees.

- Measure R Local Return Fund 2540 – The increase of approximately \$6 million is due to increases in capital outlay, and new project appropriation for Parking Deck/Electrification Infrastructure for Beeline Facility.
- Transit Prop A Local Return Fund 2560 – The decrease of approximately \$1.4 million is primarily due to a decrease in project appropriations compared to the prior year. This is slightly offset by an increase in contractual services. New project appropriation includes Bus Technologies.
- Transit Prop C Local Return Fund 2570 – The decrease of approximately \$47 thousand is due to decreases in membership and dues, and contractual services.
- Transit Utility Fund 2580 – The increase of approximately \$512 thousand is primarily due to increases in contractual services.
- Asset Forfeiture Fund 2600 – The decrease of approximately \$1.6 million is primarily due to decreases in capital outlay and furniture and equipment.
- Police Fund 2610 – The net increase of \$22 thousand is in personnel costs.
- Supplemental Law Enforcement Fund 2620 – The increase of \$55 thousand is due to higher projected revenue used towards personnel costs.
- Fire Mutual Aid Fund 2660 – The increase of approximately \$99 thousand is due to increases in personnel costs, travel, and general supplies.
- Nutritional Meals Grant Fund 2700 – The increase of approximately \$13 thousand is due to increases in charges to other departments and miscellaneous, partially offset by decreases in contractual services and general supplies.
- Library Fund 2750 – The net increase of approximately \$470 thousand is primarily due to increases in personnel costs, books, digital resources, and general supplies.
- Cable Access Fund 2800 – The decrease of \$76 thousand is due to decreases in furniture and equipment.
- Electric Public Benefit Fund 2910 – The net increase of approximately \$1.2 million is primarily due to increases in personnel costs and public benefit programs.

Debt Service Funds

There is only one Debt Service Fund with an appropriation for FY 2024-25: The Police Building 2019 Lease Revenue Refunding Bonds (Fund 3031). The net increase in this fund of approximately \$2 thousand is mainly due to decreases in interest costs on the bond, offset by an increase in the principal payment.

Capital Improvement Program Funds

The approximately \$11.9 million net increase in the *Capital Improvement Program* funds is primarily due to the following:

- General Fund Capital Improvement– The net increase of \$2.7 million is due to an overall increase in new project appropriations relative to last fiscal year. Some of the proposed projects include the following: Alex Theatre Improvement Phase I, Glorietta Field Lighting Improvements, Pavement Condition Improvement, Doctors House Restoration and Preservation, Fire Stations 23, 27, 28 and 29 remodels, and Casa Adobe Roof Renovations.
- State Gas Tax Fund 4020 – The decrease of approximately \$7.1 million is a result of less project appropriation than the prior year. Major projects appropriated include Street Tree Maintenance, As Needed Engineering Services, and Capital Improvement Support.
- Parks Mitigation Fee Fund 4050 – There is no variance in proposed appropriations in this fund for FY 2024-25. The appropriation for FY 2024-25 is additional funding for future land acquisition for a new park.
- Library Mitigation Fee Fund 4070 – The decrease of \$350 thousand is due to less appropriation added towards the purchase of books.
- CIP Reimbursement Fund 4090 – The increase of approximately \$17.1 million is due to new project appropriation for Parking Deck/Electrification Infrastructure for Beeline Facility.
- Measure A Fund 4130 – The decrease of \$500 thousand is due to less project appropriation compared to the prior year. New project appropriation is for Babe Herman Restroom Renovation.

Enterprise Funds

The approximately \$635 thousand net increase in the *Enterprise Funds* is primarily due to the following:

- *Sewer Fund 5250* – The net increase of approximately \$1.3 million is due to an increase in personnel costs, contractual services, capital outlay, technology costs and other improvements. These are offset by decreases in capital project appropriation. Some of the major proposed project appropriations for FY 2024-25 within this fund include: Sewer Reconstruction Program, Wastewater Capacity Improvement, Hyperion Wastewater System, Los Angeles/Glendale Water Reclamation Plant, On-Call Sewer & Storm Drain Repair Services, and Citywide Sewer CCTV Inspection.
- *Refuse Disposal Fund 5300* – The net decrease of approximately \$3.1 million is primarily due to decreases in contractual services, capital outlay, fleet equipment rental charge, and general supplies, offset by increases in personnel costs, depreciation, other improvements, and equipment.
- *Fiber Optic Fund 5400* – The increase of approximately \$303 thousand is primarily due to an increase in personnel costs, small tools, and technology costs.
- *Verdugo Fire Communication Fund 5800* – The net increase of approximately \$1.5 million is due to increases in contractual services and capital outlay, slightly offset by decreases in personnel costs and amortization expense.
- *Electric Utility Funds 5820, 5830, 5850 & 5880* – The net decrease of approximately \$11.1 million is mainly due to decreases in fuel natural gas, carbon allowances, purchased power, depreciation, and gas depletion. These are offset by increases in personnel costs, contractual services, capital outlay and other miscellaneous costs. Some of the major proposed project appropriations for FY 2024-25 include: 4kV to 12kV Feeder Upgrade Program, GWP Solar Design Built Program, Grayson Wartsila, Transmission & Distribution Inspection Program, Grayson Repower Services, Fiber Plan, Upgrade/Replace 9,000 Electric Meters, and Low Carbon Fuel Standard Program Infrastructure.
- *Water Utility Funds 5920, 5930, 5950 & 5980* – The increase of approximately \$11.7 million is mainly attributable to increases in personnel costs, contractual services, capital outlay, fleet, utilities, technology costs, and building maintenance. The increase is offset by decreases in hourly wages and purchased water. Some of the major proposed project appropriations for FY 2024-25 include: New Pipeline Replacement, Water AMI Endpoint Replacement, New Tank & Reservoir Maintenance, Water Quality Enhancement Program, New Well Maintenance Project, and New Pump Station Improvements.

Internal Service Funds

The approximately \$984 thousand net increase in the *Internal Service Funds* is primarily due to the following:

- *Fleet Management Fund 6010* – The net decrease of approximately \$6.1 million is primarily due to decreases in capital outlay, slightly offset by increases in personnel costs, vehicle maintenance, cost allocation charge, and technology costs.
- *Joint Air Support Fund 6020* – The increase of approximately \$310 thousand is due to increases in vehicle maintenance costs.
- *ITD Infrastructure Fund 6030* – The net increase of approximately \$3.3 million is primarily due to increases in personnel costs, contractual services, computer hardware, and capital outlay.
- *ITD Applications Fund 6040* – The net increase of approximately \$1.9 million is primarily due to increases in personnel costs, contractual services, amortization expense, and various projects.
- *Building Maintenance Fund 6070* – The decrease of approximately \$27 thousand is primarily due to less project appropriation. This is partially offset by increases in personnel costs, furniture and equipment, general supplies, utilities, technology costs, rent, and cost allocation charge.
- *Unemployment Insurance Fund 6100* – The increase of approximately \$15 thousand is due to an increase in claims.
- *Liability Insurance Fund 6120* – The net increase of approximately \$1.7 million is primarily due to increases in claims, excess insurance premium, contractual services, and cost allocation charge, slightly offset by decreases in personnel costs.
- *Workers Comp Insurance Fund 6140* – The net increase of approximately \$3.5 million is primarily due to increases in claim payments, contractual services, and general supplies, slightly offset by decreases in personnel costs.
- *Dental Insurance Fund 6150* – The decrease of approximately \$35 thousand is due to decreases in claims, administration costs, and cost allocation charge.
- *Medical Insurance Fund 6160* – The decrease of approximately \$2.0 million is due to a net decrease in claims and premiums, offset by increases in contractual services.

- Vision Insurance Fund 6170 – The increase of approximately \$12 thousand is due to new premiums, partially offset by a decrease in claims.
- Employee Benefits Fund 6400 – The decrease of approximately \$309 thousand is due to decreases in separation and vacation payout, offset by increases in compensation time payouts.
- RHSP Benefits Fund 6410 – The increase of approximately \$32 thousand is primarily due to an increase in separation payout.
- Post-Employment Benefits Fund 6420 – The decrease of approximately \$194 thousand is due to decreases in retiree Medicare Part A reimbursement and medical benefits for survivors of deceased employees.
- Wireless Fund 6600 – The decrease of approximately \$1.1 million is primarily due to decreases in capital outlay and technology costs, partially offset by increases in depreciation.

AUTHORIZED FULL-TIME SALARIED POSITIONS

For FY 2024-25, there are no additional salaried positions being proposed to be added. The table below provides a summary of the authorized full-time salaried position count for FY 2023-24 and FY 2024-25.

	Current FY 2023-24	Proposed FY 2024-25
All Funds	1,620.0	1,620.0
General Fund	942.2	943.3

PROPOSED CHANGES TO THE CITYWIDE FEE SCHEDULE BASED ON 2024 USER FEE STUDY

The Finance Department established as one of its goals to conduct a comprehensive citywide user fee study and contracted with the Matrix Consulting Group to conduct the study. The purpose of the study is to revisit the cost rollups used in the various fee calculations, staff time estimates and assumptions, and to account for any major shifts in costs or organizational structures that have occurred since the City's previous citywide fee study.

Fees are commonly adopted by public agencies to recover costs associated with the provision of specific services benefiting the user, thereby reducing the use of General Fund (and other funds) resources for such purposes. Actual costs to provide services include the direct cost of labor to process and perform each service, as well as associated support costs (indirect costs). Indirect costs include departmental and central service overhead costs. The City may charge fees, up to the full cost recovery, provided that those fees do not exceed the maximum limits as may be established under state law.

Fee Study Results and Recommendations

The Matrix Consulting Group analyzed the cost-of-service relationships that exist between fees for service activities across the City's departments utilizing the "bottom up" approach, where time spent per unit of fee activity is determined for each position within a department or a program. Once time spent for a fee activity is determined, all applicable City costs are then considered for calculation of the "full" cost of providing each service. Each City Department made its own recommendations for fee levels based upon careful consideration of the results of the cost analysis, current service levels, historical cost recovery levels, fees assessed for similar services in the region and the market demand unique to each department's services. A summary of recommendations is below:

Department	New	New (Existing Service)	Increase	Decrease	Modify	No Changes	Total	Deletions
(City Clerk, Filming & Special Event, Misc.)	2	3	33	4	3	22	67	13
Community Development	18	4	251	86	72	31	462	67
Community Services & Parks	-	-	133	2	3	123	261	279
Fire	7	23	113	20	15	14	192	6
GWP	1	6	75	6	27	2	117	6
Library	13	-	43	5	11	20	92	33
Police	-	-	18	-	1	3	22	3
Public Works	8	8	39	19	4	4	82	25
Grand Total	49	44	705	142	136	219	1,295	432

Based on the updated fee calculations, achieving full cost recovery would increase Citywide revenues by \$9.3 million: \$7.6 million for the General Fund and \$1.7 million for Non-General Funds. However, after careful consideration, staff recommends continuing to subsidize fees for several reasons, including historical subsidy levels, comparable fees in other cities, and the unique market demand for each department's services. Therefore, adopting the proposed fee schedule will result in an additional Citywide revenue of \$5.4 million: \$4 million for the General Fund and \$1.4 million for Non-General Funds.

The consultant's Fee Study Report (Exhibit 3) as well as the proposed revised Citywide Fee Schedule (Attachment 1 to the Fees Resolutions) is included for reference.

Proposed FY 2023-24 Budget Transfer to Capital Improvement Fund

For FY 2023-24, based on the projected revenues and expenditures, staff is anticipating ending the fiscal year with a surplus of \$10.0 million. Thus, staff is requesting to transfer \$10.0 million from the General Fund to the Capital Improvement Fund for the funding of the Central Park Renovation project to secure grant funding.

STAKEHOLDERS/OUTREACH

Not Applicable

FISCAL IMPACT

FY 2024-25 Proposed Budget

The table below depicts the total City appropriations by fund type as adopted for FY 2023-24 and as proposed for FY 2024-25.

Total Appropriations

Fund Type (In Thousands)	Adopted FY 2023-24	Proposed FY 2024-25	Increase / (Decrease)	% Change
General Fund	\$ 314,485	\$ 325,660	\$ 11,175	3.6%
Special Revenue Funds	145,322	152,242	6,920	4.8%
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Internal Service Funds	145,064	146,048	984	0.7%
Citywide Total	\$ 1,172,779	\$1,204,386	\$ 31,608	2.7%

A summary of revenues and appropriations for all funds can be found in Exhibits 1 and 2 respectively.

FY 2023-24 Resolution of Appropriation

The proposed transfer of the projected FY 2023-24 General fund year-end surplus to the Capital Improvement Fund for the Central Park Renovation project was not included as part of the FY 2023-24 budget. The appropriation request is outlined below:

Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source
\$10,000,000	GL: 25300-1010-000	GL: 51200-4010-CSP-0020 PL: PWD01169AN	General Fund Undesignated Fund Balance

Amendment to the Citywide Fee Schedule

If City Council approves to adopt the changes to the fee schedule based on the comprehensive citywide fee study findings and staff recommendations, the estimated potential revenue impact would be the following:

	Potential Revenue Impact
General Fund	\$4.0 million
Non-General Fund	\$1.4 million
Total	\$5.4 million

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This item is considered a ministerial activity and therefore, not subject to CEQA review.

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: The City Council may consider any other alternative not proposed by staff

ADMINISTRATIVE ACTION

Submitted by:

Jason Bradford, Director of Finance/Information Technology

Prepared by:

Shu-Jun Li, Assistant Director of Finance

Mari Karamyan, Budget Manager

Karina Cervantes, Sr. Budget Analyst

Nayiri Moumdjian, Sr. Budget Analyst

Adrine Gdakian, Budget Associate

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Exhibit 1: Summary of Revenues by Fund

Exhibit 2: Summary of Appropriations by Fund

Exhibit 3: Comprehensive Citywide User Fee Study Report