



MEMORANDUM

Agenda Item: 11
Meeting Date: 1/10/2024

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: ELAINE JENG, P.E., CITY MANAGER

BY: ROBERT SAMARIO (CONSULTANT)

SUBJECT: FISCAL YEAR 2023/24 BUDGET ADOPTION

DATE: JANUARY 10, 2024

ACTION REQUIRED

CONSENT

RECEIVE & FILE

RECOMMENDATION

Staff recommends that the City Council adopt Resolution R24-01 approving and adopting the Fiscal Year 2023-24 Budget.

BACKGROUND

In compliance with Section 2.08.050(B)(8) of the Palos Verdes Estates Municipal Code, the City Council adopted the Fiscal Year 2023-24 Budget on June 27, 2023. However, due to staff vacancies in key positions, including the Finance Director and City Manager, the normal process for developing the budget estimates included in the adopted budget was not completed; thus, the City Council adopted a “carryover budget” that essentially matched the fiscal year 2022-23 amended budget to serve as a placeholder. With the City Manager filled in June 2023, the City Council directed staff to complete the analysis necessary to develop more accurate estimates for Council to consider that would ultimately replace the carryover budget as the more official adopted budget for fiscal year 2023-24.

Due to the continued vacancy in the Finance Director position, the City Manager hired a consultant in August to begin the process of developing updated revenue and expenditure estimates across all funds. Once completed, the proposed estimates were presented to both the Finance Advisory Committee (FAC) and City Council for their review. After

adjusting the estimates based on the FAC and City Council recommendations, the budget is now ready for City Council approval and adoption.

DISCUSSION

General Fund

The General Fund is the main operating fund of the City. The General Fund is used to account for traditional services provided by local government, including public safety, community development, planning, building, public works, maintenance, and administration. These services are funded primarily from general taxes, such as property taxes, sales taxes, and in the case of Palos Verdes Estates, a parcel tax approved in 2018 as Measure E for law enforcement services.

	FY 2023/24 Adopted Budget
Total Operating Revenues	\$ 23,666,146
Total Operating Costs	22,955,526
Budgeted Operating Surplus	710,620
Capital Program	(2,018,000)
One-Time Revenue (ARPA)	3,175,184
Total Budgeted Surplus	\$ 1,867,804

A summary of the General Fund is provided in the accompanying table. As shown therein, operating revenues exceed operating expenditures by \$710,620. One-time revenues from the American Rescue Plan (ARPA) Act of 2021, which provided relief to state and local agencies from the fiscal impacts of COVID-19, are being used in fiscal year 2023-24 to pay for a portion of fire service costs provided by contract. These one-time revenues effectively will cover the

costs of the General Fund portion of the capital program of \$2,018,000, leaving a net surplus of \$1,867,804.

GENERAL FUND REVENUES			
	FY 2023/24 Carryover Budget	FY 2023/24 Adopted	% of Total
Property Taxes	\$ 10,166,000	\$ 10,689,996	45.2%
Prop Taxes In Lieu of VLF	1,856,000	1,918,000	8.1%
Law Enforcement Parcel Tax	5,100,000	5,060,000	21.4%
Other Taxes	1,957,550	1,795,575	7.6%
Licenses & Permits	857,000	913,205	3.9%
Charges for Service	1,132,000	971,870	4.1%
Interest and Rent	433,625	406,000	1.7%
Concessions	1,847,750	1,670,000	7.1%
Fines & Forfeitures	173,000	125,000	0.5%
Other Revenues	201,750	116,500	0.5%
TOTALS	\$ 23,724,675	\$ 23,666,146	100.0%

The table to the left details the individual revenues that make up the total operating revenues of \$23,666,146 for the General Fund. By far the largest single revenue, at 45.2%, comes from property taxes. Another 21.4% of the total is the Law

Enforcement Parcel Tax approved by voters as Measure E, estimated at \$5.06 million.

Including Property Taxes In-Lieu of \$1,918,000, property-related tax revenues make up 74.7% of total revenues.

On the expenditure side, the table below summarizes General Fund appropriations by department. The appropriations, totaling \$22.95 million, exclude capital expenditures. As shown in the table, public safety (police and fire) makes up \$15.6 million (63.8%) of total General Fund expenditures. In most communities, public safety makes up a large percent of total General Fund expenditures. While the City directly provides law enforcement services through its own staff, fire services are provided by the County of Los Angeles by contract.

<u>Department</u>	<u>Carryover Budget</u>	<u>Adopted Budget</u>
City Council	\$ 283,839	\$ 283,100
City Attorney	237,000	237,000
City Manager	709,577	892,789
City Support Services	1,772,672	1,631,219
Community Development	1,713,810	2,027,972
Police	7,546,517	7,343,586
Fire	7,305,000	7,305,000
Public Works	3,145,740	3,234,860
Totals	<u>\$ 22,714,155</u>	<u>\$ 22,955,526</u>

Other public-facing departments that provide important services to the community include Community Development and Public Works. As is the case with many small communities, a significant proportion of services out of these two departments is provided by contracts, which include non-professional services for landscape maintenance, tree trimming, weed abatement, and professional services related to building, planning, and construction management.

The other departments, which include City Attorney, City Manager, and City Support Services, make up the administrative part of city operations.

Other Funds

Apart from the General Fund, the City of Palos Verdes Estates has a number of other funds, each accounting for unique revenues streams and activities. Many of them account for revenues that are restricted to a specific purpose, either by contract, enabling legislation, or grant agreement, and are required to be accounted for in separate funds to better demonstrate compliance with the underlying restrictions. Per accounting standards, these restricted funds are called Special Revenue Funds and include the following City funds: Gas Tax, Drug Intervention, SLESF, RMRA, AQMD, Measures R, M, and W, Transit Prop A, Transit Prop C, PVE Law Enforcement Tax, ARPA, and Sewer.

All City funds (except for the General Fund) are presented in the table below, including their estimated inflows and estimated outflows.

FUND NAME	ESTIMATED REVENUES FY 2023/2024	ESTIMATED TRANSFERS IN FY 2023/2024	ESTIMATED EXPENDITURES FY 2023/2024	ESTIMATED TRANSFERS OUT FY 2023/2024
GAS TAX	363,047	-	(37,000)	(125,500)
DRUG INTERVENTION FUND	10,000	-	(433,465)	-
SLESF FUND	180,000	-	(435,035)	-
SPECIAL PROJECTS FUND	18,000	-	(20,900)	-
CORRECTIONS FUND	5,000	-	-	-
RMRA FUND	323,613	-	-	(508,139)
TECHNOLOGY EHNANCEMENT FUND	45,000	-	-	-
AQMD	2,900	-	-	(95,000)
PROP A COUNTY PARKS	-	-	-	-
MEASURE W	265,000	-	(204,300)	(72,000)
PVE LAW ENFORCEMENT	5,060,000	-	-	(5,060,000)
MEASURE M	240,000	-	-	(325,000)
TRANSIT PROP A FUND	355,000	-	(255,688)	-
MEASURE R	230,000	-	-	(326,361)
TRANSIT PROP C FUND	310,000	-	-	(476,000)
CAPITAL IMPROVEMENT	-	4,301,000	(4,301,000)	-
PARKLANDS	-	-	-	-
ARPA FUND	3,175,184	-	-	(3,175,184)
EQUIPMENT REPLACEMENT	121,000	95,000	(1,200,680)	-
SEWER FUND	-	-	(204,300)	(450,000)
RANGE FUND	-	-	(5,000)	-

Note that the schedule includes estimated transfers in and out. In most cases, the transfers out from restricted funds are to fund capital projects accounted for centrally in the Capital Improvement Fund. As shown in the table above, a total of \$4,301,000 is estimated to be transferred to the Capital Improvement Fund from restricted funds and the General Fund for a corresponding amount of planned capital projects. Estimated revenues of \$5,060,000 from the Parcel Tax (Measure E) is recognized in a separate special revenue fund and is then transferred to the General Fund to cover a portion of law enforcement costs. Similarly, ARPA revenues of \$3,175,184 that are being recognized in fiscal year 2023/24 will be transferred to the General Fund to pay for a portion of fire service costs.

FISCAL IMPACT

None.

ATTACHMENT

- A. General Fund Appropriations by Department
- B. General Fund Estimated Revenues
- C. Summary of Sources and Uses of Funds
- D. Resolution R24-01

**General Fund Appropriations by Department
Fiscal Year 2023-24**

<u>Department</u>	<u>Carryover Budget</u>	<u>Adopted Budget</u>
City Council	\$ 283,839	\$ 283,100
City Attorney	237,000	237,000
City Manager	709,577	892,789
City Support Services	1,772,672	1,631,219
Community Development	1,713,810	2,027,972
Police	7,546,517	7,343,586
Fire	7,305,000	7,305,000
Public Works	3,145,740	3,234,860
Totals	<u><u>\$ 22,714,155</u></u>	<u><u>\$ 22,955,526</u></u>

Community Development

6.0 FTE

GENERAL FUND

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 23-24 CARRYOVER BUDGET	FY 23-24 ADOPTED BUDGET
Salaries and Paid Compensation	\$ 368,842	\$ 478,975	\$ 478,975	\$ 323,799	\$ 478,975	\$ 529,428
Overtime	314	2,500	2,500	1,151	2,500	2,500
Retirement	30,236	46,170	46,170	25,198	46,170	42,311
Retirement UAL	40,277	46,090	46,090	43,223	46,090	22,200
Health / Dental / Vision Insurance	71,120	96,425	96,425	76,085	96,425	115,814
Other Employee Benefits and Taxes	4,417	9,535	9,535	5,989	9,535	9,854
Contractual Services	872,521	703,250	1,123,250	1,056,324	1,008,250	1,286,000
Training	390	690	690	108	690	690
Public Communications / Printing	1,556	5,975	5,975	279	5,975	5,975
Travel	-	7,000	7,000	1,061	7,000	7,000
Office / Cleaning / Uniform Supplies	1,955	3,200	3,200	1,714	3,200	3,200
Other Expenses	2,022	3,000	3,000	836	3,000	3,000
	<u>\$ 1,393,650</u>	<u>\$ 1,402,810</u>	<u>\$ 1,822,810</u>	<u>\$ 1,535,767</u>	<u>\$ 1,707,810</u>	<u>\$ 2,027,972</u>

City Manager Department

GENERAL FUND

4.0 FTEs

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 23-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Salaries and Paid Compensation	\$ 335,973	\$ 364,432	\$ 364,432	\$ 371,277	\$ 366,432	\$ 557,321
Retirement	26,768	38,875	38,875	31,002	38,875	54,667
Retirement UAL	43,280	40,460	40,460	38,193	40,460	28,400
Health / Dental / Vision Insurance	23,367	50,610	50,610	44,343	50,610	81,612
Other Employee Benefits and Taxes	12,568	7,255	7,255	10,670	7,255	10,644
Contractual Services	56,334	67,375	67,375	34,453	67,375	90,475
Contractual Services - IT	8,571	24,200	24,200	1,400	24,200	-
Training	14,214	18,600	18,600	19,215	18,600	18,600
Public Communications / Printing	11,949	17,250	17,250	37,269	17,250	30,250
Travel	1,693	4,900	4,900	4,318	4,900	4,900
Office / Cleaning / Uniform Supplies	2,061	2,150	2,150	1,915	2,150	2,150
Other Expenses	5,776	71,470	71,470	47,462	71,470	13,770
	<u>\$ 542,554</u>	<u>\$ 707,577</u>	<u>\$ 707,577</u>	<u>\$ 641,517</u>	<u>\$ 709,577</u>	<u>\$ 892,789</u>

Public Works Department

GENERAL FUND

7.0 FTE

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATE	FY 23-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Salaries and Paid Compensation	\$ 466,535	\$ 578,295	\$ 578,295	\$ 576,459	\$ 578,295	\$ 632,139
Overtime	14,576	19,000	19,000	11,879	19,000	19,000
Retirement	42,920	60,035	60,035	50,611	60,035	59,746
Retirement UAL	57,938	94,660	94,660	90,053	94,660	31,200
Health / Dental / Vision Insurance	106,864	120,525	120,525	121,422	120,525	122,481
Other Employee Benefits and Taxes	10,071	14,350	14,350	11,849	14,350	15,119
Contractual Services	709,235	498,375	498,375	611,825	498,375	612,275
Contractual Services - Public Works	-	96,200	96,200	82,526	96,200	94,200
Contractual Services - Parklands Management	745,914	1,138,400	1,338,400	829,336	1,138,400	1,144,800
Utilities	337,077	341,900	341,900	314,996	341,900	341,900
Automotive Supplies	30,550	50,000	50,000	25,467	50,000	50,000
Building Supplies	23,072	40,000	40,000	37,838	40,000	18,000
Training	-	4,200	4,200	509	4,200	4,200
Public Communications / Printing	543	-	100	909	-	-
Travel	45	1,300	1,300	197	1,300	1,300
Office / Cleaning / Uniform Supplies	8,573	9,650	9,650	8,034	9,650	9,650
Other Expenses	15,561	78,850	78,850	25,148	78,850	78,850
	<u>\$ 2,569,473</u>	<u>\$ 3,145,740</u>	<u>\$ 3,345,840</u>	<u>\$ 2,799,058</u>	<u>\$ 3,145,740</u>	<u>\$ 3,234,860</u>

GAS TAX FUND (02)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Salaries and Paid Compensation	\$ 170,037	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement	31,746					
Health / Dental / Vision Insurance	57,021					
Street Maintenance	4,374	\$ 15,000	\$ 15,000	\$ 14,249	\$ 15,000	\$ 15,000
Street/Traffic Signs	21,350	\$ 22,000	\$ 22,000	\$ 17,136	\$ 22,000	\$ 22,000
Total	\$ 284,528	\$ 37,000	\$ 37,000	\$ 31,385	\$ 37,000	\$ 37,000

SPECIAL PROJECTS FUND (06)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Other Expenses	\$ 1,851	\$ 20,900	\$ 20,900	\$ 2,818	\$ 20,900	\$ 20,900
Total	\$ 1,851	\$ 20,900	\$ 20,900	\$ 2,818	\$ 20,900	\$ 20,900

MEASURE W FUND (21)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
NPDES - MOU Contribution	89,775	25,000	25,000	-	25,000	25,000
Professional Services	1,282	1,300	1,300	-	1,300	1,300
Storm Drain Cleaning	121,169	178,000	178,000	179,430	178,000	178,000
Total	\$ 212,226	\$ 204,300	\$ 204,300	\$ 179,430	\$ 204,300	\$ 204,300

TRANSIT PROP A FUND (26)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Contractual Services	\$ 245,543	\$ 245,543	\$ 245,543	\$ 245,543	\$ 245,543	\$ 245,543
Total	\$ 245,543	\$ 245,543	\$ 245,543	\$ 245,543	\$ 245,543	\$ 245,543

CAPITAL IMPROVEMENT FUND (30)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Contractual Services	\$ 1,412,984	\$ 3,836,708	\$ 3,836,708	\$ 2,027,450	\$ -	\$ 4,301,000
Total	\$ 1,412,984	\$ 3,836,708	\$ 3,836,708	\$ 2,027,450	\$ -	\$ 4,301,000

EQUIPMENT REPLACEMENT FUND (60)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Other Expenses	\$ -	\$ 82,150	\$ 82,150	\$ 67,088	\$ 82,150	\$ 2,150
Total	\$ -	\$ 82,150	\$ 82,150	\$ 67,088	\$ 82,150	\$ 2,150

SEWER FUND (62)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
NPDES - MOU Contribution	89,775	25,000	25,000	-	25,000	25,000
Professional Services	1,282	1,300	1,300	-	1,300	1,300
Storm Drain Cleaning	121,169	178,000	178,000	179,430	178,000	178,000
Total	\$ 212,226	\$ 204,300	\$ 204,300	\$ 179,430	\$ 204,300	\$ 204,300

Police Department

33.5

GENERAL FUND

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 23-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Salaries and Paid Compensation	\$ 2,811,730	\$ 3,173,010	\$ 3,173,010	\$ 3,504,771	\$ 3,424,010	\$ 3,233,238
Overtime	728,727	325,000	707,315	465,412	410,502	453,400
Retirement	480,447	510,865	510,865	458,553	589,865	624,218
Retirement UAL	1,019,357	1,161,900	1,161,900	1,121,650	1,161,900	1,112,400
Health / Dental / Vision Insurance	410,359	466,665	466,665	453,573	466,665	488,322
Workers' Compensation	288,665	309,900	309,900	309,900	309,900	250,000
Other Employee Benefits and Taxes	72,690	81,795	81,795	109,553	81,795	95,783
Contractual Services	203,172	227,400	227,400	178,741	227,400	229,200
Contractual Services - IT	63,180	65,950	65,950	88,358	65,950	65,950
Liability / Property Insurance	538,343	383,655	383,655	383,654	383,655	373,000
Utilities	38,282	35,000	35,000	33,127	35,000	35,000
Automotive Supplies	101,664	110,000	110,000	99,198	110,000	110,000
Building Supplies	99	1,000	1,000	477	1,000	1,000
Training	23,866	32,500	32,500	32,458	32,500	32,500
Public Communications / Printing	7,872	5,400	5,400	7,199	5,400	5,400
Travel	1,027	1,500	1,500	1,269	1,500	1,500
Office / Cleaning / Uniform Supplies	20,120	25,900	25,900	30,230	25,900	25,900
Other Expenses	99,058	116,575	116,575	141,243	116,575	109,775
Equipment Replacement Fund Charges	-	97,000	97,000	97,000	97,000	97,000
Total	\$ 6,908,659	\$ 7,131,015	\$ 7,513,330	\$ 7,516,366	\$ 7,546,517	\$ 7,343,586

EQUITABLE SHARING FUND (03)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Other Expenses	\$ -	\$ 525,000	\$ 525,000	\$ 91,535	\$ 525,000	\$ 433,465
	<u>\$ -</u>	<u>\$ 525,000</u>	<u>\$ 525,000</u>	<u>\$ 91,535</u>	<u>\$ 525,000</u>	<u>\$ 433,465</u>

COPS FUND (05)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Contractual Services	\$ 51,500	\$ 7,400	\$ 7,400	\$ -	\$ 7,400	\$ 7,400
Contractual Services - IT	7,270	7,600	7,600	-	17,350	7,600
Other Expenses	17,537	529,100	529,100	107,155	529,100	420,035
Total	<u>\$ 76,307</u>	<u>\$ 544,100</u>	<u>\$ 544,100</u>	<u>\$ 107,155</u>	<u>\$ 553,850</u>	<u>\$ 435,035</u>

CORRECTIONS FUND (07)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Other Expenses	\$ 3,069	\$ 3,069	\$ 3,069	\$ -	\$ -	\$ -
Total	<u>\$ 3,069</u>	<u>\$ 3,069</u>	<u>\$ 3,069</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

EQUIPMENT REPLACEMENT FUND (60)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Other Expenses	\$ -	\$ 158,092	\$ 1,013,500	\$ 134,115	\$ 1,013,500	\$ 923,530
Total	\$ -	\$ 158,092	\$ 1,013,500	\$ 134,115	\$ 1,013,500	\$ 923,530

RANGE FUND (75)

	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Contractual Services	\$ -	\$ 12,000	\$ 60,000	\$ 2,104	\$ 6,000	\$ 5,000
Total	\$ -	\$ 12,000	\$ 60,000	\$ 2,104	\$ 6,000	\$ 5,000

CITY SUPPORT SERVICES

GENERAL FUND

4.5 FTEs

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Salaries and Paid Compensation	\$ 398,089	\$ 510,107	\$ 510,107	\$ 396,609	\$ 510,107	\$ 467,728
Overtime	2,999	12,500	12,500	8,290	12,500	12,500
Retirement	36,744	51,485	51,485	29,491	51,485	43,414
Retirement UAL	50,613	58,940	58,940	55,014	58,940	22,800
Health / Dental / Vision Insurance	55,307	64,810	64,810	52,040	64,810	60,828
Workers' Compensation	127,713	137,100	137,100	28,837	137,100	111,000
Other Employee Benefits and Taxes	5,691	12,870	12,870	12,575	12,870	10,284
Contractual Services	218,507	346,820	346,820	329,742	346,820	294,500
Contractual Services - IT	138,528	105,500	172,110	159,326	172,110	204,000
Liability / Property Insurance	318,951	258,975	258,975	366,433	258,975	273,210
Utilities	-	7,500	7,500	7,149	7,500	7,500
Training	1,590	3,500	3,500	1,228	3,500	3,500
Public Communications / Printing	8,488	13,350	13,350	10,534	29,350	13,350
Travel	-	8,100	8,100	1,287	8,100	8,100
Office / Cleaning / Uniform Supplies	4,160	3,950	3,950	4,114	3,950	3,950
Other Expenses	51,105	79,080	79,080	42,637	79,080	79,080
Equipment Replacement Fund Charges	-	15,475	15,475	15,475	15,475	15,475
	<u>\$ 1,418,485</u>	<u>\$ 1,674,587</u>	<u>\$ 1,741,197</u>	<u>\$ 1,505,305</u>	<u>\$ 1,757,197</u>	<u>\$ 1,631,219</u>

EQUIPMENT REPLACEMENT FUND (60)

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Contractual Services	\$ -	\$ 10,000	\$ 10,000	\$ 8,370	\$ 10,000	\$ 10,000
Other Expenses	-	265,000	265,000	-	265,000	265,000
	<u>\$ -</u>	<u>\$ 275,000</u>	<u>\$ 275,000</u>	<u>\$ 8,370</u>	<u>\$ 275,000</u>	<u>\$ 275,000</u>

City Attorney

0 FTEs

ACCOUNT DESCR	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 2023-24 CARRYOVER BUDGET	FY 2023-24 ADOPTED BUDGET
Contractual Services	<u>\$ 270,316</u>	<u>\$ 237,000</u>	<u>\$ 237,000</u>	<u>\$ 210,493</u>	<u>\$ 237,000</u>	<u>\$ 237,000</u>

Fire Department

0.0 FTEs

ACCOUNT GROUP	FY 21-22 ACTUAL	FY 22-23 ADOPTED BUDGET	FY 22-23 ADJUSTED BUDGET	FY 22-23 YEAR END ESTIMATED EXPENDITURES	FY 23-24 CARRY OVER EXPENDITURE BUDGET	FY 23-24 ADOPTED BUDGET
Contractual Services - Fire	<u>\$ 6,372,042</u>	<u>\$ 6,325,000</u>	<u>\$ 6,325,000</u>	<u>\$ 6,324,163</u>	<u>\$ 7,305,000</u>	<u>\$ 7,305,000</u>
Total	<u><u>\$ 6,372,042</u></u>	<u><u>\$ 6,325,000</u></u>	<u><u>\$ 6,325,000</u></u>	<u><u>\$ 6,324,163</u></u>	<u><u>\$ 7,305,000</u></u>	<u><u>\$ 7,305,000</u></u>

General Fund Estimated Revenues
Fiscal Year 2023/24

Account Number		FY 2024 Adopted
30100	Secured	\$ 10,364,996
30200	Unsecured	340,000
30600	Prior Year	(40,000)
30900	Penalties & Delinquencies	25,000
35316	Property Taxes In Lieu	1,918,000
31100	Sales Tax	391,750
31300	Franchise Tax - Water	218,725
31310	Franchise Tax - Gas	70,100
31320	Franchise Tax - Electric	170,000
31330	Franchise Tax - Cable	245,000
31400	Business Lic Tax	250,000
31500	Property Transfer Tax	250,000
31810	ALS Fees	75,000
32100	Animal Licenses	5,000
32500	Filming Permit	20,000
33100	Vehicle Code Fines	50,000
33400	Court Fines - Parking ONL	60,000
33410	Parking Fines - CH	15,000
34100	Interest	350,000
34300	Concessions - Golf Course	1,250,000
34400	Concessions - Tennis Club	180,000
34500	Concessions - Beach & Ath Club	240,000
34700	Miscellaneous Rent	56,000
35300	PSAF	200,000
36100	Police Services	3,000
36121	Admin Citations	8,000
36130	Copy Sales, Certifications	1,500
36146	Vehicle Impound fees	10,000
36155	Mailing Matrix	10,000
36160	Special Events	7,500
37100	Construction Permits	692,689
37101	Re-Issued Bldg. Permits	1,236
37110	Misc Public Works Permits	194,280
37111	Tree Topping/Removal	6,791
37210	Residential Resale Report	25,512
37220	Grading/Filling	72,633
37230	Miscellaneous Planning Fees	162,355
37240	Plan Check Fees	333,282
37250	Neighborhood Comp Review	124,812
37260	Site Plan Review	45,062
37270	Geo-Technical Fees	(310)
37275	Community Planning Fees	86,732
38010	Misc Revenues	50,000
38075	SCJPIA Ins Refund	66,500
39923	Transfers In - Parcel Tax	5,060,000
39932	Transfers In - ARPA	3,175,184
	Totals	<u>\$ 26,841,330</u>

CITY OF PALOS VERDES ESTATES
SUMMARY OF SOURCES AND USES OF FUNDS
FISCAL YEAR 2023/2024

FUND NUMBER	FUND NAME	ESTIMATED FUND BALANCE ON JUNE 30, 2023	ESTIMATED REVENUES FY 2023/2024	ESTIMATED TRANSFERS IN FY 2023/2024	ESTIMATED EXPENDITURES FY 2023/2024	ESTIMATED TRANSFERS OUT FY 2023/2024	ESTIMATED FUND BALANCE JUNE 30, 2024
01	GENERAL FUND	\$ 27,703,981	\$ 18,606,146	\$ 8,235,184	\$ (22,955,526)	\$ (2,018,000)	\$ 29,571,785
02	GAS TAX	690,696	363,047	-	(37,000)	(125,500)	891,243
03	DRUG INTERVENTION FUND	597,745	10,000	-	(433,465)	-	174,280
05	SLESF FUND	948,550	180,000	-	(435,035)	-	693,515
06	SPECIAL PROJECTS FUND	1,023,358	18,000	-	(20,900)	-	1,020,458
07	CORRECTIONS FUND	159,314	5,000	-	-	-	164,314
08	RMRA FUND	1,224,573	323,613	-	-	(508,139)	1,040,047
11	TECHNOLOGY EHNANCEMENT FUND	49,360	45,000	-	-	-	94,360
14	AQMD	158,902	2,900	-	-	(95,000)	66,802
15	PROP A COUNTY PARKS	-	-	-	-	-	-
21	MEASURE W	131,485	265,000	-	(204,300)	(72,000)	120,185
23	PVE LAW ENFORCEMENT	39,343	5,060,000	-	-	(5,060,000)	39,343
25	MEASURE M	539,102	240,000	-	-	(325,000)	454,102
26	TRANSIT PROP A FUND	300,712	355,000	-	(255,688)	-	400,024
27	MEASURE R	609,829	230,000	-	-	(326,361)	513,468
28	TRANSIT PROP C FUND	1,020,876	310,000	-	-	(476,000)	854,876
30	CAPITAL IMPROVEMENT	1,364,132	-	4,301,000	(4,301,000)	-	1,364,132
31	PARKLANDS	105,674	-	-	-	-	105,674
32	ARPA FUND	-	3,175,184	-	-	(3,175,184)	-
60	EQUIPMENT REPLACEMENT	1,411,183	121,000	95,000	(1,200,680)	-	426,503
62	SEWER FUND	1,650,692	-	-	(204,300)	(450,000)	996,392
75	RANGE FUND	5,867	-	-	(5,000)	-	867
TOTALS:		\$ 39,735,374	\$ 29,309,890	\$ 12,631,184	\$ (30,052,894)	\$ (12,631,184)	\$ 38,992,370

RESOLUTION R24-01**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALOS VERDES ESTATES, CALIFORNIA, SUPERSEDING RESOLUTION 23-20 AND APPROVING AND ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2023-24, MAKING APPROPRIATIONS FROM THE VARIOUS FUNDS OF THE CITY AND FOR EXPENSES IN THE VARIOUS DEPARTMENTS OF THE CITY, AND FIXING THE LIMITATION OF EXPENDITURES FOR THE LISTED PURPOSES, FUNCTIONS, FUNDS AND ACTIVITIES**

WHEREAS, on June 27, 2023, the City Council adopted Resolution 23-20 which approved a carryover budget for fiscal year 2023-24 as a result of staff vacancies in key management positions,

WHEREAS, City Council directed the newly appointed City Manager to further evaluate the City's finances and prepared an updated budget for Council's review and consideration, and,

WHEREAS, City staff has analyzed City revenues and expenditures and has prepared a draft proposed budget that was reviewed by the Finance Advisory Committee and City Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Palos Verdes Estates, California, does hereby DETERMINE AND ORDER:

Section 1. The annual budget of expenditures duly submitted and considered, is hereby approved, adopted and fixed as the City Council Adopted Budget of the City of Palos Verdes Estates for Fiscal Year 2023-24 which shall be effective on July 1, 2023 and conclude on June 30, 2024 and in the amount, and for the purposes, functions, funds and activities set forth in Exhibits A (Expenditures), B (Revenues), and C (Summary of Sources and Uses of Funds);

Section 2. The fund appropriations set forth in Exhibit A shall constitute the maximum expenditures authorized for those funds; the City Manager is hereby authorized to make budgetary revisions between budget categories and departments within fund level appropriations as she may deem necessary and proper provided the City Manager reports such budgetary revisions to the City Council as part of the periodic financial reporting process; and,

Section 3. The City Manager is hereby authorized to transfer an amount not to exceed \$10,000 per transfer between budget categories and departments within fund level appropriation as she may deem necessary and proper provided the City Manager reports such budget transfers to the City Council as part of the periodic financial reporting process; and,

Section 4. Notwithstanding Section 3 hereof, the City Manager and the City Financial Services Director are hereby authorized to make budgetary revisions and associated budget transfers related to Capital Improvement Projects as they may deem necessary and proper to allow for appropriations to be transferred to appropriate project categories as such projects progress through different project phases subject to the limitation of the appropriations for each project as approved by the City Council; and,

