



**Department:** Finance  
**Cost Center:** 2002  
**For Agenda of:** 11/4/2025  
**Placement:** Business  
**Estimated Time:** 90 Minutes

**FROM:** Emily Jackson, Finance Director  
**Prepared By:** Riley Kuhn, Principal Budget Analyst

**SUBJECT:** FISCAL YEAR 2024-25 YEAR END BUDGET REPORT

## RECOMMENDATION

Receive and file the FY 2024-25 Year End Budget Report.

## POLICY CONTEXT

The City's Budget Policies require that the City Council review the City's budget and financial condition through periodic reports. This year end report satisfies the requirement for the fourth of four quarterly budget updates to Council under Financial Management Manual Section 560.

## DISCUSSION

### Background

The Fiscal Year 2024-25 Year End Budget Report (Attachment A), Major City Goal Summary (Attachment B), and Federal Funding Summary (Attachment C) are attached to this Council Agenda Report. A brief summary of each attachment includes:

**Attachment A: FY 2024-25 Year End Budget Report.** This report is based on unaudited financial information that is presented to Council as a good faith effort to timely communicate year-end results. Because the audit is ongoing, these results are highly preliminary and subject to change.

The General Fund realized savings of \$5.4M from its operating expenditures budget, primarily driven by staffing savings from vacancies. Revenue came in \$1.0M below budget driven by under-realization of reimbursement revenue from Winter 2023 storms. While certain individual line items including sales tax and development fees also underperformed budget, all major categories including tax revenue and user fees exceeded budget.

All other funds finished the year in good standing and within their operating budget appropriations.

**Attachment B: Major City Goals Summary.** This attachment provides an update on the status of all Major City Goal tasks within the 2023-25 Financial Plan. Of the 145 tasks expected to be completed during the Financial Plan, 129 or 89% were either completed or ongoing. The report includes a brief summary of how each task was completed, or a longer description of the reason for any delay.

**Attachment C: Federal Funding Summary.** This report was prepared in response to the shutdown of the Federal Government on October 1, 2025 and details the City's exposure to federal funding.

**Previous Council or Advisory Body Action**

The FY 2024-25 budget was adopted by Council on June 4<sup>th</sup>, 2024. Mid-year changes were approved by Council on February 18, 2025. The Revenue Enhancement Oversight Commission has concurred with all budgeted uses of Local Revenue Measure funds.

**Public Engagement**

Public comment on this item can be provided to the City Council through written correspondence prior to the meeting and through public testimony at the meeting. The FY 2024-25 Year End Budget Report will also be posted to the City's website for public review.

**CONCURRENCE**

All departments were involved in the preparation of the year-end budget report. Department Heads and Fiscal Officers were given ample time to review their results and collaborate with the Finance Department to complete their sections and review the report as a whole.

**ENVIRONMENTAL REVIEW**

The California Environmental Quality Act (CEQA) does not apply to the recommended action in this report, because this action does not constitute a (Project" under CEQA Guidelines Section. 15378.

**FISCAL IMPACT**

Budgeted: N/A  
Funding Identified: N/A

Budget Year: 2024-25

**Fiscal Analysis:**

<b>Funding Sources</b>	<b>Total Budget Available</b>	<b>Current Funding Request</b>	<b>Remaining Balance</b>	<b>Annual Ongoing Cost</b>
General Fund	\$0	\$0	\$0	\$0
State				
Federal				
Fees				
Other:				
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

This budget report provides important information on current revenue and expenditures trends to keep the Council and community informed about the City’s financial standing and program efforts.

There is no fiscal impact associated with the recommendation to receive and file the budget report.

**ALTERNATIVES**

***The City Council could choose to make appropriations of unassigned fund balance.*** As noted in the report, the FY 2024-25 annual audit is still underway and the information included in this report (including the amount of unassigned fund balance available) is preliminary and subject to change. Should Council pursue this option, staff will make a good faith effort to estimate fund balance available prior to the completion of the audit, however, any appropriation in excess of actual fund balance available would reduce operating reserves below policy levels.

**ATTACHMENTS**

- A - Fiscal Year 2024-25 Year End Budget Report
- B - Major City Goals Summary
- C - Federal Funding Summary