



MEETING DATE: February 11, 2026

AGENDA ITEM: 5. Mid-Year Financial Update 2025-2026 and 2026-2027 Budget

FROM: Susan Scarlett

RE: Mid-year Financial Update 2025-2026 and 2026-2027 Budget

EXECUTIVE SUMMARY:

Attached you will find reports to review for the 25-26 year to date:

Attachment #1 -Cash and Receivables report comparison for the fiscal year end 2022, 2023, 2024, 2025 and Year to Date 1-31-2026.

Attachment #2-Spread sheets with the summary of the City finances through January 31, 2026. Page one of the spread sheets is the Budget to Actual for the General Fund; the Special Revenue funds and Fund 215 and page 2 has the Enterprise Funds.

Attachment #3-Behind those two spread sheets is the 3-page backup for the “other expenses” and “capital outlay” line items for the summary sheets.

Attachment #4-Major revenue source comparisons, estimates

Attachment #5-2026-2027 Budget schedule for review and discussion.

Please feel free to call me in advance of the meeting with any questions you have that might take research.

ATTACHMENTS:

- A. CASH AND RECEIVABLES
- B. 2025-2026 BUDGET SPREAD SHEET MID YEAR REVIEW
- C. 2025-2026 OTHER EXPENSE BACKUP
- D. 2025-2026 GF TAX REVENUE COMPARISONS
- E. BUDGET SCHEDULE 2026-2027

CITY OF PORTOLA CASH AND RECEIVABLES BALANCES

1/31/2026 6/30/2025 6/30/2024 6/30/2023 6/30/2022

FUND 100-GENERAL FUND - Unrestricted	\$ 2,578,172.72	\$ 2,358,604.65	\$ 2,615,616.62	\$ 2,293,518.04	\$ 2,580,389.28
Reserved Grants					
Woodstove Changeout	\$ 851.12	\$ 851.12	\$ 851.12	\$ 851.12	\$ 851.12
Traffic Impact Fee	\$ 85,353.00	\$ 85,353.00	\$ 81,642.00	\$ 81,642.00	\$ 81,642.00
Vehicle Abatement	\$ -	\$ -	\$ 12,931.66	\$ -	\$ 12,567.54
Disc Golf Set aside	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Total Cash	\$ 2,671,876.84	\$ 2,452,308.77	\$ 2,718,541.40	\$ 2,383,511.16	\$ 2,682,949.94
Receivables/State/Plumas County/Other	\$ 8,435.11	\$ 371,562.87	\$ 149,471.79	\$ 382,207.88	\$ 247,431.24
Landfill Closure Loan Due from Solid Waste					
Note Receivable EPHC	\$ 44,354.80	\$ 44,354.80	\$ 74,558.25	\$ 104,643.12	\$ 134,498.78
Total Receivables	\$ 52,789.91	\$ 415,917.67	\$ 224,030.04	\$ 486,851.00	\$ 381,930.02
Total Cash and Receivables	\$ 2,724,666.75	\$ 2,868,226.44	\$ 2,942,571.44	\$ 2,870,362.16	\$ 3,064,879.96

FUND 207-GAS TAX - STREETS	\$ (99,282.93)	6,838.18
FUND 208-GAS TAX - SNOW REMOVAL	\$ (113,721.20)	2,553.12
FUND 211 RMRA	\$ 146,569.46	229,426.11
		179,678.46
		\$ 124,366.48
		\$ 85,856.20

FUND 215-CDBG	\$ 196.82	\$ 215.41	\$ 9,344.72	\$ 25,284.58	\$ 42,521.20
Notes Receivable - RLF					
CDBG Loans	\$ 43,525.40	\$ 43,525.40	\$ 43,525.40	\$ 43,525.40	\$ 43,525.40

FUND 216-STIP PROJECTS	\$ (17,217.93)	\$ 1,800.23	\$ (295,293.35)	\$ (96,456.90)	\$ (33,066.50)
Prepaid				\$ 3,248.98	\$ 9,331.00
Receivable		-	\$ 306,398.00	\$ 315,331.58	\$ 24,024.50

FUND 710-WATER	\$ 1,567,591.11	\$ 1,625,638.76	\$ 1,632,664.61	\$ 1,714,477.30	\$ 1,540,970.67
Debt Service Reserve	\$ 68,362.00	\$ 68,362.00	\$ 68,362.00	\$ 68,362.00	\$ 68,362.00
Facility Fee Reserve	\$ 318,766.00	\$ 318,766.00	\$ 314,751.00	\$ 310,736.00	\$ 306,721.00
Infrastructure Maintenance account	\$ 225,994.65	\$ 225,994.65	\$ 225,994.65	\$ 225,994.65	\$ 225,994.65
WTP Maintenance account	\$ 641,690.00	\$ 641,690.00	\$ 595,855.00	\$ 550,020.00	\$ 504,185.00
Total Cash	\$ 2,822,403.76	\$ 2,880,451.41	\$ 2,837,627.26	\$ 2,869,589.95	\$ 2,646,233.32

FUND 720-SEWER	\$ 1,388,881.41	\$ 1,556,630.48	\$ 1,564,720.25	\$ 1,490,752.99	\$ 1,397,604.71
Wastewater Capital Reserve	\$ 239,012.11	\$ 239,012.11	\$ 227,653.86	\$ 218,666.66	\$ 211,715.70
Infrastructure Maintenance account	\$ 292,077.93	\$ 292,077.93	\$ 292,077.93	\$ 292,077.93	\$ 292,077.93
Facility Fee Reserve	\$ 284,404.50	\$ 284,404.50	\$ 279,080.50	\$ 279,080.50	\$ 273,756.50
Total Cash	\$ 2,204,375.95	\$ 2,372,125.02	\$ 2,363,532.54	\$ 2,280,578.08	\$ 2,175,154.84

FUND 730-SOLID WASTE	\$ 628,291.38	\$ 550,936.35	\$ 503,491.90	\$ 412,838.74	\$ 326,810.54
Landfill Closure Maintenance Account	\$ 492,512.45	\$ 492,512.45	\$ 409,434.23	\$ 326,290.27	\$ 230,663.29
Total Cash	\$ 1,120,803.83	\$ 1,043,448.80	\$ 912,926.13	\$ 739,129.01	\$ 557,473.83

CITY OF PORTOLA															
2025-2026 BUDGET VERSUS YTD AS OF 1-31-2026 (Preliminary, coding changes may apply)															
ACCOUNT/FUND	GENERAL FUND	YEAR	% YTD	GAS TAX	YEAR	% YTD	GAS TAX	YEAR	% YTD	RMRA	YEAR	% YTD	ECONOMIC	YEAR	% YTD
		TO DATE			Streets			TO DATE			TO DATE		DEVELOPMENT	TO DATE	
		100			207					211			CDBG	215	
REVENUE	1,335,161.15	720,857.49	54%	60,893.00	31,675.38	52%	100,000.00		0%	58,386.00	27,213.05	47%		4.20	
INTERFUND TRANSFERS				236,404.72		0%	214,063.84		0%						
PERSONNEL	337,009.51	215,557.09	64%	138,427.72	74,424.08	54%	158,245.82	71,521.11	45%						
POSTAGE	6,200.00	3,895.80	63%												
CITY WEB PAGE	3,600.00	3,871.55	108%												
GAS & ELECTRIC	49,000.00	17,873.34	36%					10,000.00	1,429.53	14%					
TELEPHONE	7,500.00	3,268.65	44%												
MATERIALS AND SUPPLIES	30,150.00	17,478.29	58%	12,000.00	1,626.44	14%	15,000.00	3,225.05	22%						
EQUIP REPAIR/MAINT	5,500.00	2,697.78	49%	7,000.00	908.77	13%	25,000.00	2,556.99	10%						
VEHICLE REPAIR/MAINT	500.00	373.95	75%	1,500.00		0%	18,000.00	4,748.58	26%						
VEHICLE FUEL	5,000.00	2,892.59	58%	9,000.00	3,943.57	44%	10,000.00	499.82	5%						
LEGAL FEES	68,077.68	28,561.40	42%												
INSURANCE	45,820.73	44,327.99	97%					15,948.02	15,758.02	99%					
PROFESSIONAL SVSC	95,360.00	26,612.61	28%	1,500.00		0%									
ADVERTISING/NOTICES	850.00	-	0%												
CODE REFERENCE UPDATE	4,400.00	315.00	7%	-											
CIVIC PROMO & MARKETING	750.00	455.54	61%												
CONFERENCE/TRAVEL	10,000.00	-	0%												
DUES/MEMBERSHIPS	4,150.00	2,471.51	60%												
BUILDING EXPENSE	7,500.00	3,654.12	49%					250.00		0%					
STREET REPAIR		-		10,000.00	2,435.38	24%	20,000.00	2,861.47	14%	168,000.00	91,719.73	55%			
ACCOUNTING FEES	13,200.00	7,700.00	58%	6,190.00	3,715.00	60%	6,190.00	3,715.00	60%						
AUDITING FEES	11,340.00	11,340.00	100%	1,680.00	1,470.00	88%	1,680.00	1,260.00	75%						
TRAINING/EDUCATION	500.00	622.38	124%												
WATER AND SEWER	69,750.00	28,470.12	41%												
TECH SUPPORT - INCODE	7,271.34	7,271.34	100%												
OTHER EXPENSE/SEE ATTACHED	359,740.95	174,501.46	49%	110,000.00	41,751.59	38%	30,000.00	140.00	0%						
EQUIPMENT LEASE/RENTAL	4,700.00	2,316.60	49%												
CAPITAL OUTLAY/OTHER	6,700.00	5,202.20	78%	-				3,750.00	5,378.64	143%					
INTEREST															
TRANSFERS OUT	450,468.56		0%												
TOTAL EXPENSES	1,605,038.77	611,731.31	38%	297,297.72	130,274.83	44%	314,063.84	113,094.21	36%	168,000.00	91,719.73	55%	-	-	
REVENUE	1,335,161.15	720,857.49	54%	297,297.72	31,675.38	11%	314,063.84	-	0%	58,386.00	27,213.05	47%	-	4.20	
EXPENDITURES	1,605,038.77	611,731.31	38%	297,297.72	130,274.83	44%	314,063.84	113,094.21	36%	168,000.00	91,719.73	55%	-	-	
PRINCIPAL PAYMENTS															
FACILITY FEE/SINKING FUND/LANDFILL CLOSURE FUND															
(USE OF) OR INCREASE IN FUND BALANCE	(269,877.62)	109,126.18	-	(98,599.45)	-	-	(113,094.21)			(109,614.00)	(64,506.68)	-		4.20	

CITY OF PORTOLA											
2025-2026 BUDGET VERSUS YTD AS OF 1-31-2026 (Preliminary, coding changes may apply)											
ACCOUNT/FUND	710	YEAR	% YTD	720	YEAR	% YTD	730	YEAR	% YTD	TOTAL	YEAR
		TO DATE			TO DATE			TO DATE			TO DATE
	WATER			SEWER			SOLID WASTE			TOTAL	TOTAL
REVENUE	1,192,500.00	607,552.30	51%	832,000.00	430,421.30	52%	301,000.00	157,635.82	52%	3,879,940.15	1,975,359.54
INTERFUND TRANSFERS										450,468.56	-
PERSONNEL	452,069.41	285,068.42	63%	319,985.73	202,227.92	63%	75,167.37	35,215.91	47%	1,480,905.56	884,014.53
POSTAGE	4,500.00	1,947.91	43%	4,200.00	1,947.90	46%	2,800.00	1,927.79	69%	17,700.00	9,719.40
CITY WEB PAGE	1,500.00	1,370.78	91%	1,200.00	1,096.61	91%				6,300.00	-
GAS & ELECTRIC	13,000.00	5,627.58	43%	45,000.00	10,581.35	24%				117,000.00	35,511.80
TELEPHONE	5,500.00	2,342.75	43%	4,500.00	2,179.79	48%				17,500.00	7,791.19
MATERIALS AND SUPPLIES	22,000.00	13,758.73	63%	30,000.00	13,214.24	44%	3,000.00	1,596.05	53%	112,150.00	50,898.80
EQUIP REPAIR/MAINT	20,000.00	7,381.01	37%	25,000.00	11,368.33	45%	1,500.00		0%	84,000.00	24,912.88
VEHICLE REPAIR/MAINT	7,500.00	4,218.48	56%	7,500.00	3,637.99	49%				35,000.00	12,979.00
VEHICLE FUEL	12,000.00	5,279.95	44%	8,000.00	3,224.71	40%				44,000.00	15,840.64
LEGAL FEES	12,377.76	6,120.30	49%	12,377.76	6,120.30	49%	10,314.80		0%	103,148.00	40,802.00
INSURANCE	32,009.63	32,703.77	102%	41,280.96	41,122.71	100%	7,544.73	7,520.63	100%	142,604.07	141,433.12
PROFESSIONAL SVSC	50,000.00	20,288.24	41%	160,000.00	20,472.25	13%	10,000.00	5,040.00	50%	316,860.00	72,413.10
ADVERTISING/NOTICES										850.00	-
CODE REFERENCE UPDATE	1,700.00	315.00	19%	1,500.00	315.00	21%				7,600.00	945.00
CIVIC PROMO & MARKETING										750.00	455.54
CONFERENCE/TRAVEL										10,000.00	-
DUES/MEMBERSHIPS	4,000.00	2,354.26	59%	2,000.00	1,362.27	68%				10,150.00	6,188.04
BUILDING EXPENSE	5,000.00	933.32	19%	9,500.00	933.37	10%				22,250.00	5,520.81
STREET REPAIR										198,000.00	97,016.58
ACCOUNTING FEES	17,160.00	10,010.00	58%	17,160.00	10,010.00	58%	6,600.00	3,850.00	58%	66,500.00	39,000.00
AUDITING FEES	11,760.00	11,970.00	102%	11,760.00	11,970.00	102%	3,780.00	3,990.00	106%	42,000.00	42,000.00
TRAINING/EDUCATION	1,200.00	360.00	30%	1,500.00		0%				3,200.00	982.38
WATER AND SEWER	850.00	426.19	50%	800.00	200.02	25%				71,400.00	28,470.12
TECH SUPPORT - INCODE	11,596.75	13,222.24	114%	9,940.00	9,940.00	100%	3,976.00	3,976.00	100%	32,784.09	34,409.58
OTHER EXPENSE/SEE ATTACHED	490,646.10	234,668.81	48%	293,000.00	205,388.12	70%	100,050.00	36,150.30	36%	1,383,437.05	692,600.28
EQUIPMENT LEASE/RENTAL	6,000.00	3,040.86	51%	2,500.00	772.17	31%				13,200.00	6,129.63
CAPITAL OUTLAY/OTHER	66,675.00	47,063.47	71%	182,875.00	80,022.79	44%	1,400.00	966.07	69%	261,400.00	138,633.17
INTEREST	32,150.00	15,145.72	47%							32,150.00	15,145.72
TRANSFERS OUT										450,468.56	-
TOTAL EXPENSES	1,281,194.65	725,617.79	57%	1,191,579.45	638,107.84	54%	226,132.90	100,232.75	44%	5,083,307.33	2,410,778.46
REVENUE	1,192,500.00	607,552.30	51%	832,000.00	430,421.30	52%	301,000.00	157,635.82	52%	4,330,408.71	1,975,359.54
EXPENDITURES	1,281,194.65	725,617.79	57%	1,191,579.45	638,107.84	54%	226,132.90	100,232.75	44%	5,083,307.33	2,403,813.31
PRINCIPAL PAYMENTS	38,000.00									38,000.00	-
										-	-
FACILITY FEE/SINKING FUND/LANDFILL CLOSURE FUND	45,835.00									128,835.00	-
(USE OF) OR INCREASE IN FUND BALANCE	(172,529.65)	(118,065.49)		(359,579.45)	(207,686.54)		(8,132.90)	15,629.52		(919,733.62)	(435,418.92)

CITY OF PORTOLA
2025-2026
OTHER EXPENSES

OTHER EXPENSE	ADOPTED	AS OF 1-31	%
GENERAL FUND (100)			
ARPA PROJECTS	28,417.95	4,376.25	15%
BANK CHARGES	2,200.00	695.90	32%
BRIDGE	62,000.00	60,899.08	98%
CODE ENFORCEMENT - AVA	20,000.00	15,615.37	78%
ELECTION SUPPLIES	-		
EMERGENCY MANAGEMENT			
EVENTS - MISC			
LAFCO	50,123.00	50,123.46	100%
LEGAL - OTHER	31,000.00	32,543.51	105%
MEDICAL AND PHYSICALS			
MUSIC IN THE PARK	10,000.00	5,050.00	51%
POOL CONCESSION SUPPLIES	750.00	1,776.73	237%
PUBLIC RECORDS REQUESTS	10,000.00	-	
REFUSE COLLECTION	3,350.00	2,267.77	68%
SHERIFF CONTRACT	130,000.00		0%
TAX ADMINISTRATION FEES	8,000.00	749.39	9%
UNIFORMS	250.00	-	
WILLIAMS HOUSE REPAIR	3,000.00	-	
WILLIAMS HOUSE WEB PAGE	650.00	404.00	62%
WOODSTOVE CHANGEOUT			
TOTAL	359,740.95	174,501.46	49%
GAS TAX SECTION 2107/2107.5 (FUND 207)			
STREET LIGHTING	110,000.00	41,751.59	38%
TOTAL	110,000.00	41,751.59	38%
SNOW REMOVAL (FUND 208)			
PRIVATE CONTRACTORS	30,000.00	140.00	0%
PROPERTY DAMAGE			
TOTAL	30,000.00	140.00	0%

CITY OF PORTOLA
2025-2026
OTHER EXPENSES

OTHER EXPENSE	AMENDED	AS OF 1-31	%
STIP (216)			
RIO GRANDE		10,184.83	
WATER FUND (710)			
COMMUNICATION EXPENSE	400.00		0%
LAKE DAVIS WTP	173,246.10	95,373.86	55%
PERMIT FEES	7,000.00	5,201.75	74%
REFUSE COLLECTION	3,000.00	1,023.30	34%
TESTING WATER	12,000.00	9,172.42	76%
WATER CHEMICALS	20,000.00	789.00	4%
WATER LINE REPAIRS	95,000.00	29,586.34	31%
WATER METERS	30,000.00	27,827.43	93%
WATER PURCHASE	150,000.00	59,348.69	40%
LEGAL - OTHER	-	6,346.02	
TOTAL	490,646.10	234,668.81	48%
SEWER FUND (720)			
MEDICAL PHYSICALS			0%
PERMIT FEES	25,000.00	11,066.00	44%
REFUSE COLLECTION	3,000.00	2,457.76	82%
SEWER CHEMICALS	65,000.00	240.76	0%
SEWER LINE REPAIRS	20,000.00	8,008.24	40%
SYSTEM MAINT/SEWER POND	130,000.00	150,254.84	116%
TESTING SEWER	50,000.00	29,114.52	58%
LEGAL OTHER		4,246.00	
TOTAL	293,000.00	205,388.12	70%
SOLID WASTE (730)			
PERMIT FEES	35,000.00	28,864.00	82%
POST-CLOSURE CARE COSTS	20,000.00	3,150.00	16%
TESTING AND REPORTING LANDFILL	45,050.00	4,136.30	9%
TOTAL	100,050.00	36,150.30	36%

CITY OF PORTOLA
2025-2026
OTHER EXPENSES

CAPITAL OUTLAY/ OTHER	ADOPTED	AS OF 1-31	%
GENERAL FUND (100)			
CITY HALL ROOF	6,700.00	5,502.20	82%
TOTAL	6,700.00	5,502.20	82%
SPECIAL REVENUE FUNDS			
FUND 208			
BACKHOE BLADE - SNOW	3,750.00	5,378.64	143%
TOTAL	3,750.00	5,378.64	143%
WATER FUND			
SCADA SYSTEM UPGRADE	54,000.00	39,588.70	73%
CITY HALL ROOF	6,000.00	4,785.45	80%
BACKHOE BLADE	1,875.00	2,689.32	143%
CLEAN NORTH SIDE TANK	4,800.00		0%
TOTAL	66,675.00	47,063.47	71%
SEWER FUND			
SCADA SYSTEM UPGRADE	30,000.00	14,245.55	47%
SEWER BYPASS PUMP	20,000.00		0%
CITY HALL ROOF	6,000.00	4,788.47	80%
BACKHOE BLADE	1,875.00	2,689.32	143%
AUXILIARY PUMP FOR SEWER SYSTEM	15,000.00		0%
SEWER 6 ACRE BYPASS	110,000.00	54,053.45	49%
LEGAL - OTHER		4,246.00	
TOTAL	182,875.00	80,022.79	44%
SOLID WASTE FUND			
CITY HALL ROOF	1,400.00	966.07	69%
RESERVES			
GENERAL FUND			
TRAFFIC IMPACT FEES			
WATER FUND			
FACILITY FEES RESERVE			
LD WTP MAINTENANCE RESERVE	45,835.00		0%
SEWER FUND			
WASTEWATER CAPITAL RESERVE FUND			
FACILITY FEES RESERVE			

CITY OF PORTOLA
MAJOR GENERAL FUND REVENUE SOURCES

DESCRIPTION	2022-2023	2023-2024	2024-2025	2025-2026	2025-2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	AS OF 1-31-26
					Incomplete
Property Taxes - Secured	287,766.53	327,792.77	321,162.52	310,000.00	172,392.00
Property Taxes - Unsecured	7,174.23	10,569.96	8,395.54	9,000.00	
Home Owners Tax Relief	1,974.38	2,078.42	593.45	2,500.00	
Transfer Tax	8,482.59	6,104.42	5,876.17	5,000.00	5,656.00
Fire Assessment	19,118.31	19,426.52	-	-	
Supplemental Taxes	4,148.85	9,628.61	2,092.00	4,000.00	
VLF in lieu	186,049.71	204,357.85	244,729.74	220,000.00	128,432.00
COPS Funding	100,000.19	251,430.23	194,663.47	175,000.00	154,733.00
Vehicle Abatement		12,931.66	3,200.69	12,000.00	
Prop 172	10,849.13	8,952.00	7,201.67	8,000.00	4,405.00
APPORTIONMENTS	625,563.92	853,272.44	787,915.25	745,500.00	465,618.00
Sales Tax	330,510.77	364,140.22	364,449.65	320,000.00	136,575.00
Transient Occupancy Tax	36,621.14	60,199.38	65,909.58	60,000.00	29,070.00

The COPS 2023-2024 represents the growth funds from 2021-2022 that would have been in 2022-2023

2026-2027 Budget Schedule

Council-Staff Goal Setting	** March 4 3:30
Budget Worksheets to staff	March 4
Current Level of service Budgets due from staff	March 25
Staff - Evaluation of Current Level of Service Budget	March 26- April 22
New Project – Capital Project Requests due from City Staff	April 1
Public Comment to City Council re: Budget Preparation	** March 25
Public Comment to City Council re: Budget Preparation	** April 8
Draft of Year 2026-2027 Budget Delivered to City Council for Review	May 4
City Council Budget Work Sessions/Presentations by Staff	** May 6 3:30 pm
Proposed 2026-2027 FY Budget Submitted to City Council And Filed with City Clerk for Public Review	June 4
2026-2027 FY Proposed Budget, Public Hearing	** June 10
City Council Adopts Final 2026-2027 FY Budget	** June 24

Note: (**) denotes City Council involvement in budget review process