

CITY COUNCIL AGENDA STAFF REPORT

DATE: **January 18, 2023**

TO: Honorable Mayor and Members of the City Council

FROM: Susan Scarlett, Finance Officer

MEETING: **January 25, 2023**

SUBJECT: Mid-year financial update 2022-2023 and draft budget schedule

Attached you will find reports to review for the 22-23 year to date:

Attachment #1 -Cash and Receivables report comparison for the fiscal year end 2020, 2021 and 2022.

Attachment #2-Spread sheets with the summary of the City finances through December 31, 2022. 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

Attachment #5-Draft 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 additional research.

CITY OF PORTOLA CASH AND RECEIVABLES BALANCES

| | 6/30/2022 | 6/30/2021 | 6/30/2020 |
|---|------------------------|------------------------|------------------------|
| FUND 100-GENERAL FUND - Unrestricted | \$ 2,580,389.28 | \$ 2,472,063.35 | \$ 2,342,438.75 |
| Reserved Grants | | | |
| Woodstove Changeout | \$ 851.12 | \$ 851.12 | \$ 851.12 |
| Traffic Impact Fee | \$ 81,642.00 | \$ 77,931.00 | \$ 77,931.00 |
| Vehicle Abatement | \$ 12,567.54 | \$ 15,152.30 | \$ 48,541.12 |
| Disc Golf Set aside | \$ 7,500.00 | | |
| Total Cash | \$ 2,682,949.94 | \$ 2,565,997.77 | \$ 2,469,761.99 |
| Receivables/State/Plumas County/Other | \$ 247,431.24 | \$ 176,564.71 | \$ 109,724.58 |
| Landfill Closure Loan Due from Solid Waste | | \$ - | \$ 2,922.16 |
| Due from Solid Waste | | | |
| Due from Solid Waste-Transfer Station | | | |
| Note Receivable EPHC | \$ 134,498.78 | \$ 161,412.97 | \$ 186,183.17 |
| Total Receivables | \$ 381,930.02 | \$ 337,977.68 | \$ 298,829.91 |
| Total Cash and Receivables | \$ 3,064,879.96 | \$ 2,903,975.45 | \$ 2,768,591.90 |
| FUND 207-GAS TAX - STREETS | | \$ - | \$ - |
| FUND 208-GAS TAX - SNOW REMOVAL | | \$ 13,177.25 | \$ - |
| FUND 211 RMRA | \$ 85,856.20 | \$ 44,862.09 | \$ 7,016.56 |
| FUND 215-CDBG | \$ 42,521.20 | \$ 89,405.45 | \$ 110,746.63 |
| Notes Receivable - RLF | | | \$ - |
| CDBG Loans | \$ 43,525.40 | \$ 43,525.40 | \$ 51,135.40 |
| FUND 216-STIP PROJECTS | \$ (33,066.50) | \$ (154,483.19) | \$ (229,542.69) |
| Prepaid | \$ 9,331.00 | \$ 69,629.75 | |
| Receivable | \$ 24,024.50 | \$ 79,897.17 | \$ 314,684.20 |
| FUND 710-WATER | \$ 1,540,970.67 | \$ 1,412,973.30 | \$ 1,347,752.32 |
| Debt Service Reserve | \$ 68,362.00 | \$ 68,362.00 | \$ 68,362.00 |
| Facility Fee Reserve | \$ 306,721.00 | \$ 302,706.00 | \$ 302,706.00 |
| Infrastructure Maintenance account | \$ 225,994.65 | \$ 202,861.71 | \$ 185,027.43 |
| WTP Maintenance account | \$ 504,185.00 | \$ 458,350.00 | \$ 412,515.00 |
| Total Cash | \$ 2,646,233.32 | \$ 2,445,253.01 | \$ 2,316,362.75 |
| FUND 720-SEWER | \$ 1,397,604.71 | \$ 1,285,253.55 | \$ 1,180,435.52 |
| Wastewater Capital Reserve | \$ 211,715.70 | \$ 209,903.72 | \$ 208,734.81 |
| Infrastructure Maintenance account | \$ 292,077.93 | \$ 252,913.93 | \$ 197,394.23 |
| Facility Fee Reserve | \$ 273,756.50 | \$ 268,432.50 | \$ 268,432.50 |
| Total Cash | \$ 2,175,154.84 | \$ 2,016,503.70 | \$ 1,854,997.06 |
| FUND 730-SOLID WASTE | \$ 326,810.54 | \$ 236,568.86 | \$ 180,570.49 |
| Landfill Closure Maintenance Account | \$ 230,663.29 | \$ 118,739.92 | |

| CITY OF PORTOLA | | | | | | | | | | | | | | | |
|--|--------------|--------------|-------|------------|-------------|---------|------------|--------------|-----------|-------------|-----------|----------|-------------|------------|---------|
| 2022-2023 BUDGET VERSUS YTD AS OF 12-31-2022 (Preliminary, coding changes may apply) | | | | | | | | | | | | | | | |
| | | YEAR | % YTD | YEAR | % YTD | YEAR | % YTD | YEAR | % YTD | | YEAR | % YTD | ECONOMIC | YEAR | % YTD |
| | | TO DATE | | TO DATE | | TO DATE | | TO DATE | | RMRA | TO DATE | | DEVELOPMENT | TO DATE | |
| | GENERAL FUND | | | GAS TAX | | GAS TAX | | | | | | | CDBG | | |
| ACCOUNT/FUND | 100 | | | Streets | | Snow | | | | 211 | | | 215 | | |
| REVENUE | 1,045,400.00 | 438,376.00 | 42% | 55,053.00 | 25,018.29 | 45% | 120,000.00 | 0% | 48,010.00 | 23,048.77 | 48% | 80.00 | 112.76 | 141% | |
| INTERFUND TRANSFERS | | | | 121,266.68 | - | 0% | 110,583.57 | - | 0% | | | | | | |
| PERSONNEL | 238,655.31 | 143,653.60 | 60% | 76,109.68 | 43,115.85 | 57% | 86,006.55 | 73,314.15 | 85% | | | | 10,366.08 | 5,649.87 | 55% |
| POSTAGE | 5,500.00 | 2,062.88 | 38% | | | | | | | | | | | | |
| BOOKS & SUBS | | | | | | | | | | | | | | | |
| GAS & ELECTRIC | 37,000.00 | 15,871.03 | 43% | | | | 3,500.00 | 1,455.36 | 42% | | | | | | |
| TELEPHONE | 8,900.00 | 4,051.24 | 46% | | | | | | | | | | | | |
| MATERIALS AND SUPPLIES | 26,700.00 | 8,510.81 | 32% | 8,000.00 | 3,002.21 | 38% | 12,000.00 | 6,438.92 | 54% | | | | | | |
| EQUIP REPAIR/MAINT | 7,500.00 | 2,755.42 | 37% | 7,000.00 | 2,953.67 | 42% | 20,000.00 | 3,035.96 | 15% | | | | | | |
| VEHICLE REPAIR/MAINT | 3,500.00 | 858.93 | 25% | 1,500.00 | - | 0% | 15,000.00 | 1,112.03 | 7% | | | | | | |
| VEHICLE FUEL | 3,500.00 | 2,468.02 | 71% | 8,000.00 | 4,177.09 | 52% | 10,000.00 | 2,716.56 | 27% | | | | | | |
| LEGAL FEES | 75,600.00 | 12,253.76 | 16% | | | | | | | | | | 5,600.00 | - | |
| INSURANCE | 38,805.48 | 44,301.00 | 114% | | | | 16,066.90 | 15,122.71 | 94% | | | | | | |
| PROFESSIONAL SVSC | 139,500.00 | 71,915.40 | 52% | 1,500.00 | | | | | | 866.25 | | 5,000.00 | 15.00 | | |
| ADVERTISING/NOTICES | 1,400.00 | - | 0% | | | | | | | | | | | | |
| CODE REFERENCE UPDATE | 4,700.00 | 2,324.00 | 49% | - | | | | | | | | | | | |
| CIVIC PROMO & MARKETING | 500.00 | 412.04 | 82% | | | | | | | | | | | | #DIV/0! |
| CONFERENCE/TRAVEL | 4,500.00 | 208.13 | 5% | | | | | | | | | | | | |
| DUES/MEMBERSHIPS | 3,600.00 | 57.00 | 2% | | | | | | | | | | | | |
| BUILDING EXPENSE | 12,450.00 | 2,378.64 | 19% | 250.00 | - | 0% | 250.00 | - | 0% | | | | | | |
| STREET REPAIR | | | | 30,000.00 | 5,978.77 | 20% | 30,000.00 | 747.52 | 2% | 84,000.00 | 0% | | | | |
| ACCOUNTING FEES | 14,400.15 | 7,200.00 | 50% | 3,850.00 | 2,700.00 | 70% | 5,650.12 | 1,800.00 | 32% | | | 3,000.04 | 1,500.00 | 50% | |
| AUDITING FEES | 8,640.00 | 8,640.00 | 100% | 1,110.00 | 1,210.00 | 109% | 1,110.00 | 890.00 | 80% | | | 1,600.00 | 1,600.00 | 100% | |
| TRAINING/EDUCATION | | | | | | | | | | | | | | | |
| WATER AND SEWER | 56,350.00 | 52,836.65 | 94% | | | | | | | | | | | | |
| COMMUNICATION EXPENSE | 300.00 | 189.57 | 63% | | | | | | | | | | | | |
| OTHER EXPENSE/SEE ATTACHED | 321,544.10 | 216,428.87 | 67% | 39,000.00 | 15,837.75 | 41% | 31,000.00 | | 0% | | | | | | |
| EQUIPMENT LEASE/RENTAL | 2,800.00 | 1,539.92 | 55% | | | | | | | | | | | | |
| CAPITAL OUTLAY/OTHER | - | 27,704.95 | | - | - | | - | - | | | | | | | |
| INTEREST | | | | | | | | | | | | | | | |
| TRANSFERS OUT | 241,850.25 | | 0% | | | | | | | | | | | | |
| TOTAL EXPENSES | 1,258,195.29 | 628,621.86 | 50% | 176,319.68 | 78,975.34 | 45% | 230,583.57 | 106,633.21 | 46% | 84,000.00 | 866.25 | 1% | 25,566.12 | 8,764.87 | 34% |
| REVENUE | 1,045,400.00 | 438,376.00 | 42% | 176,319.68 | 25,018.29 | 14% | 230,583.57 | - | 0% | 48,010.00 | 23,048.77 | 48% | 80.00 | 112.76 | 141% |
| EXPENDITURES | 1,258,195.29 | 628,621.86 | 50% | 176,319.68 | 78,975.34 | 45% | 230,583.57 | 106,633.21 | 46% | 84,000.00 | 866.25 | 1% | 25,566.12 | 8,764.87 | 34% |
| PRINCIPAL PAYMENTS | | | | | | | | | | | | | | | |
| FACILITY FEE/SINKING FUND/LANDFILL CLOSURE FUND | | | | | | | | | | | | | | | |
| (USE OF) OR INCREASE IN FUND BALANCE | (212,795.29) | (190,245.86) | | - | (53,957.05) | | 0.00 | (106,633.21) | | (35,990.00) | 22,182.52 | | (25,486.12) | (8,652.11) | |

| CITY OF PORTOLA | | | | | | | | | | | |
|--|--------------|------------|-------|------------|------------|-------|------------|------------|-------|--------------|--------------|
| 2022-2023 BUDGET VERSUS YTD AS OF 12-31-2022 (Preliminary, coding changes may apply) | | | | | | | | | | | |
| | | YEAR | % YTD | | YEAR | % YTD | | YEAR | % YTD | | |
| | | TO DATE | | | TO DATE | | SOLID | TO DATE | | YEAR | |
| | WATER | | | SEWER | | | WASTE | | | TO DATE | |
| ACCOUNT/FUND | 710 | | | 720 | | | 730 | | | TOTAL | |
| | | | | | | | | | | TOTAL | |
| REVENUE | 908,000.00 | 478,044.64 | 53% | 707,200.00 | 308,608.32 | 44% | 293,958.00 | 115,170.00 | 39% | 3,177,701.00 | 1,388,378.78 |
| INTERFUND TRANSFERS | | | | | | | | | | 231,850.25 | - |
| | | | | | | | | | | - | - |
| PERSONNEL | 388,595.50 | 169,242.07 | 44% | 302,201.73 | 140,509.58 | 46% | 33,127.41 | 16,107.16 | 49% | 1,135,062.26 | 591,592.28 |
| POSTAGE | 4,000.00 | 2,043.96 | 51% | 4,000.00 | 2,043.96 | 51% | 1,700.00 | 556.88 | 33% | 15,200.00 | 6,707.68 |
| BOOKS & SUBS | | | | | | | | | | - | - |
| GAS & ELECTRIC | 6,000.00 | 1,495.57 | 25% | 20,000.00 | 5,353.44 | 27% | | | | 66,500.00 | 24,175.40 |
| TELEPHONE | 5,000.00 | 2,074.25 | 41% | 4,000.00 | 1,754.86 | 44% | | | | 17,900.00 | 7,880.35 |
| MATERIALS AND SUPPLIES | 20,000.00 | 7,614.44 | 38% | 25,000.00 | 6,376.09 | 26% | 5,000.00 | 1,012.15 | 20% | 96,700.00 | 32,954.62 |
| EQUIP REPAIR/MAINT | 10,000.00 | 4,305.57 | 43% | 20,000.00 | 6,603.71 | 33% | 1,000.00 | 678.03 | 68% | 65,500.00 | 20,332.36 |
| VEHICLE REPAIR/MAINT | 5,000.00 | 152.17 | 3% | 5,000.00 | 112.19 | 2% | 200.00 | | | 30,200.00 | 2,235.32 |
| VEHICLE FUEL | 9,000.00 | 5,987.95 | 67% | 7,000.00 | 3,750.13 | 54% | | | | 37,500.00 | 19,099.75 |
| LEGAL FEES | 13,104.00 | 2,270.82 | 17% | 13,104.00 | 2,270.82 | 17% | 1,120.00 | 6,465.20 | | 108,528.00 | 23,260.60 |
| INSURANCE | 18,027.07 | 21,771.50 | 121% | 34,359.50 | 36,059.93 | 105% | 4,666.96 | 4,347.56 | 93% | 111,925.91 | 121,602.70 |
| PROFESSIONAL SVSC | 50,000.00 | 1,153.33 | 2% | 80,000.00 | 9,693.33 | 12% | 10,000.00 | 8,579.97 | 86% | 286,000.00 | 92,223.28 |
| ADVERTISING/NOTICES | | | | | | | | | | 1,400.00 | - |
| CODE REFERENCE UPDATE | 1,700.00 | 300.00 | 18% | 1,500.00 | 300.00 | 20% | | | | 7,900.00 | 2,924.00 |
| CIVIC PROMO & MARKETING | | | | | | | | | | 500.00 | 412.04 |
| CONFERENCE/TRAVEL | | | | | | | | | | 4,500.00 | 208.13 |
| DUES/MEMBERSHIPS | 3,500.00 | 2,617.00 | 75% | 1,200.00 | 162.00 | 14% | | | | 8,300.00 | 2,836.00 |
| BUILDING EXPENSE | 3,000.00 | 777.21 | 26% | 1,500.00 | 777.26 | 52% | 250.00 | - | | 17,700.00 | 3,933.11 |
| STREET REPAIR | | | | | | | | | | 144,000.00 | 6,726.29 |
| ACCOUNTING FEES | 15,599.83 | 7,800.00 | 50% | 13,200.00 | 6,600.00 | 50% | 4,800.00 | 2,400.00 | 50% | 60,500.14 | 30,000.00 |
| AUDITING FEES | 8,640.00 | 8,614.64 | 100% | 8,640.00 | 8,640.00 | 100% | 2,880.00 | 2,880.00 | 100% | 32,620.00 | 32,474.64 |
| TRAINING/EDUCATION | 1,200.00 | | 0% | 800.00 | | 0% | | | | 2,000.00 | - |
| WATER AND SEWER | 750.00 | 302.81 | 40% | 750.00 | 302.87 | 40% | | | | 57,850.00 | 52,836.65 |
| COMMUNICATION EXPENSE | 400.00 | 189.57 | 47% | | | | | | | 700.00 | 379.14 |
| OTHER EXPENSE/SEE ATTACHED | 318,500.00 | 106,217.99 | 33% | 108,000.00 | 20,280.06 | 19% | 87,000.00 | 33,999.88 | 39% | 905,044.10 | 392,764.55 |
| EQUIPMENT LEASE/RENTAL | 2,500.00 | 513.35 | 21% | 15,000.00 | 513.35 | 3% | | | | 20,300.00 | 2,566.62 |
| CAPITAL OUTLAY/OTHER | 16,400.00 | 7,937.07 | 48% | 34,500.00 | 47,748.91 | 138% | | | | 50,900.00 | 83,390.93 |
| INTEREST | 35,550.00 | 17,770.70 | 50% | | | | | | | 35,550.00 | 17,770.70 |
| TRANSFERS OUT | | | | | | | | | | 241,850.25 | - |
| | | | | | | | | | | - | - |
| TOTAL EXPENSES | 936,466.40 | 371,151.97 | 40% | 699,755.23 | 299,852.49 | 43% | 151,744.37 | 77,026.83 | 51% | 3,562,630.66 | 1,571,892.82 |
| REVENUE | 908,000.00 | 478,044.64 | 53% | 707,200.00 | 308,608.32 | 44% | 293,958.00 | 115,170.00 | 39% | 3,409,551.25 | 1,388,378.78 |
| EXPENDITURES | 936,466.40 | 371,151.97 | 40% | 699,755.23 | 299,852.49 | 43% | 151,744.37 | 77,026.83 | 51% | 3,562,630.66 | 1,571,287.14 |
| PRINCIPAL PAYMENTS | 33,000.00 | | | | | | 100,000.00 | | | 133,000.00 | - |
| | | | | | | | | | | - | - |
| | | | | | | | | | | | |
| FACILITY FEE/SINKING FUND/LANDFILL CLOSURE FUND | 45,835.00 | | | | | | | | | 45,835.00 | - |
| (USE OF) OR INCREASE IN FUND BALANCE | (107,301.40) | 106,892.67 | | 7,444.77 | 8,755.83 | | 42,213.63 | 38,143.17 | | (331,914.41) | (183,514.04) |

**CITY OF PORTOLA
2022-2023
OTHER EXPENSES**

| OTHER EXPENSE | AMENDED | AS OF 12-31 | % |
|---|-------------------|--------------------|------------|
| GENERAL FUND (100) | | | |
| ANIMAL CONTROL | 4,000.00 | - | 0% |
| ARPA - COMMUNITY CLEANUP | | 60,536.46 | |
| BANK CHARGES | 2,000.00 | 1,350.02 | 68% |
| CITY PARK IMPROVEMENTS - CLOCK PARK CLOCKS | 1,000.00 | | 0% |
| CITY WEB PAGE | 3,400.00 | 203.52 | 6% |
| WILLIAMS HOUSE WEB PAGE | 400.00 | 203.58 | 51% |
| CODE ENFORCEMENT - PROFESSIONAL SERVICES | 20,000.00 | 26,710.00 | 134% |
| ELECTRIC CHARGING STATION | 500.00 | | 0% |
| ELECTION SUPPLIES | 8,000.00 | 500.00 | 6% |
| EVENTS (9,000 MUSIC IN PARK, 20,000 GRAVEL GRINDER) | 29,000.00 | 8,500.00 | 29% |
| GRANT SB2 AND LEAP | | 39,774.70 | |
| LAFCO | 49,464.10 | 49,464.10 | 100% |
| LESSG | 20,000.00 | 7,021.25 | 35% |
| MEDICAL AND PHYSICALS | | 120.00 | |
| PG&E SETTLEMENT- FIRE | 35,000.00 | 4,937.73 | 14% |
| POOL CONCESSION SUPPLIES | 2,500.00 | 654.74 | 26% |
| PUBLIC RECORDS REQUESTS | | 8,894.10 | |
| REFUSE COLLECTION | 3,780.00 | 1,646.79 | 44% |
| SHERIFF CONTRACT | 130,000.00 | - | 0% |
| SHERIFF SUB-STATION | | 1,926.00 | |
| TAX ADMINISTRATION FEES | 7,000.00 | 3,501.66 | 50% |
| TECHNICAL SUPPORT | 3,000.00 | 122.50 | 4% |
| WILLIAMS HOUSE REPAIR | 2,500.00 | | 0% |
| WOODSTOVE CHANGEOUT | | 361.72 | |
| TOTAL | 321,544.10 | 216,428.87 | 67% |
| | | | |
| | | | |
| | | | |
| GAS TAX SECTION 2107/2107.5 (FUND 207) | | | |
| STREET LIGHTING | 39,000.00 | 15,837.75 | 41% |
| TOTAL | 39,000.00 | 15,837.75 | 41% |
| | | | |
| SNOW REMOVAL (FUND 208) | | | |
| PRIVATE CONTRACTORS | 30,000.00 | | 0% |
| PROPERTY DAMAGE | 1,000.00 | | 0% |
| TOTAL | 31,000.00 | - | 0% |

**CITY OF PORTOLA
2022-2023
OTHER EXPENSES**

| OTHER EXPENSE | AMENDED | AS OF 12-31 | % |
|----------------------------|-------------------|--------------------|------------|
| STIP (216) | | | |
| UNDERGROUND TANK | 10,000.00 | 952.88 | |
| NORTH LOOP | | 44,567.10 | |
| WATER FUND (710) | | | |
| LAKE DAVIS WTP | 86,200.00 | 40,364.77 | 47% |
| PERMIT FEES | 6,000.00 | 693.91 | 12% |
| REFUSE COLLECTION | 3,300.00 | 593.74 | 18% |
| TECH SUPPORT | 5,000.00 | - | 0% |
| TESTING WATER | 18,000.00 | 3,212.37 | 18% |
| WATER LINE REPAIRS | 30,000.00 | 13,815.29 | 46% |
| WATER METERS | 30,000.00 | 217.18 | 1% |
| WATER PURCHASE | 140,000.00 | 47,320.73 | 34% |
| | - | - | |
| TOTAL | 318,500.00 | 106,217.99 | 33% |
| SEWER FUND (720) | | | |
| | - | | |
| PERMIT FEES | 15,000.00 | 9,885.00 | 66% |
| REFUSE COLLECTION | 3,000.00 | 593.74 | 20% |
| SEWER LINE REPAIRS | 10,000.00 | 1,983.44 | 20% |
| SYSTEM MAINT/SEWER POND | 50,000.00 | 1,258.98 | 3% |
| TECH SUPPORT | 5,000.00 | - | 0% |
| TESTING SEWER | 25,000.00 | 6,099.90 | 24% |
| MEDICAL PHYSICALS | | 459.00 | |
| TOTAL | 108,000.00 | 20,280.06 | 19% |
| SOLID WASTE (730) | | | |
| PERMIT FEES | 30,000.00 | 28,290.00 | 94% |
| POST-CLOSURE CARE COSTS | 20,000.00 | 4,211.00 | 21% |
| TESTING LANDFILL | 25,000.00 | - | 0% |
| SB 1383 GRANT EXPENDITURES | 12,000.00 | 1,498.88 | |
| | | - | |
| TOTAL | 87,000.00 | 33,999.88 | 39% |

**CITY OF PORTOLA
2022-2023
OTHER EXPENSES**

| CAPITAL OUTLAY/ OTHER | AMENDED | AS OF 12-31 | % |
|---------------------------------|------------------|--------------------|----------|
| GENERAL FUND (100) | | | |
| RIVERWALK | | 27,704.95 | |
| WILLIAMS HOUSE | | | |
| | | | |
| TOTAL | - | 27,704.95 | |
| | | | |
| SPECIAL REVENUE FUNDS | | | |
| | | | |
| TOTAL | - | - | |
| | | | |
| WATER FUND | | | |
| REPLACE TANK TO TOWN FLOW METER | 4,500.00 | | |
| HYDRANTS | 7,900.00 | | |
| UPGRADE POWER FOR JOY WAY PRV | 4,000.00 | - | 0% |
| | | | |
| TOTAL | 16,400.00 | 7,937.07 | 48% |
| | | | |
| SEWER FUND | | | |
| PORTABLE PUMP | 4,500.00 | - | |
| CLEAN OUT SEWER PONDS | 30,000.00 | | |
| | | | |
| TOTAL | 34,500.00 | 47,075.67 | 136% |
| | | | |
| SOLID WASTE FUND | | | |
| MACHINERY & EQUIPMENT | | | |
| | | | |
| RESERVES | | | |
| | | | |
| GENERAL FUND | | | |
| TRAFFIC IMPACT FEES | | | |
| | | | |
| WATER FUND | | | |
| FACILITY FEES RESERVE | | | |
| LD WTP MAINTENANCE RESERVE | 45,835.00 | | |
| | | | |
| SEWER FUND | | | |
| WASTEWATER CAPITAL RESERVE FUND | | | |
| FACILITY FEES RESERVE | | | |
| | | | |

CITY OF PORTOLA

General Fund Major Revenue Sources

6 Year Comparison and Year to Date

| DESCRIPTION | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2022-2023 |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | ACTUAL | BUDGET | YTD 12-31-2022 |
| Property Taxes - Secured | 213,283.43 | 226,305.27 | 235,170.26 | 246,268.84 | 239,206.47 | 247,512.97 | 250,000.00 | 12,962.69 |
| Property Taxes - Unsecured | 5,605.46 | 6,010.22 | 6,015.41 | 6,544.47 | 6,725.40 | 7,229.80 | 7,000.00 | 44.21 |
| Home Owners Tax Relief | 1,816.82 | 1,822.41 | 1,702.09 | 1,688.33 | 731.44 | 2,265.78 | 1,700.00 | 261.17 |
| Transfer Tax | 2,382.56 | 3,903.81 | 7,152.54 | 5,947.93 | 4,855.88 | 9,488.78 | 6,000.00 | 1,190.74 |
| Fire Assessment | 20,375.66 | 18,362.04 | 19,274.38 | 17,708.06 | 16,983.09 | 18,075.92 | 17,000.00 | 1,867.33 |
| Supplemental Taxes | 4,999.14 | 6,912.07 | 5,093.56 | 7,677.15 | 2,936.73 | 5,130.02 | 3,600.00 | |
| Property Tax Interest | 373.75 | 601.65 | 713.62 | 1,478.64 | 1,199.36 | 356.59 | 500.00 | 33.37 |
| VLF in lieu | 142,517.18 | 148,024.30 | 154,657.92 | 163,071.17 | 167,969.71 | 175,085.88 | 177,000.00 | |
| COPS Funding | 135,176.88 | 139,416.40 | 148,746.51 | 155,947.62 | 154,787.91 | 163,223.55 | 155,000.00 | |
| Vehicle Abatement | | - | - | | | | | |
| Fines & Forfeitures | 344.97 | 735.92 | 520.59 | 408.58 | 282.64 | 199.52 | 200.00 | |
| Prop 172 | 4,759.74 | 5,623.96 | 6,211.62 | 5,717.11 | 5,158.23 | 8,615.13 | 5,700.00 | 1,596.43 |
| Administrative Fee | | | | | | (3,501.66) | | |
| Total through Plumas County | 531,635.59 | 557,718.05 | 585,258.50 | 612,457.90 | 600,836.86 | 633,682.28 | 623,700.00 | 17,955.94 |
| Sales Tax | 266,883.69 | 300,809.49 | 277,219.00 | 301,529.73 | 367,472.52 | 322,531.87 | 290,000.00 | 108,050.32 |
| Transient Occupancy Tax | 29,342.97 | 30,412.32 | 29,754.10 | 33,348.38 | 37,005.61 | 43,578.93 | 40,000.00 | 12,732.53 |

DRAFT 2023-2024 Budget Schedule

| | |
|---|--------------------------|
| Council-Staff Goals Discussion during Council meeting | ** February 22 |
| Budget Worksheets to staff | February 22 |
| Current Level of service Budgets due from staff | March 22 |
| Finance Department - Evaluation of Current Level of Service Budget | March 23- April 24 |
| New Project – Capital Project Requests due from City Staff | April 5 |
| Public Comment to City Council re: Budget Preparation | ** March 22 |
| Public Comment to City Council re: Budget Preparation | ** April 12 |
| Finance Department Delivers Proposed Budget to City Manager | May 3 |
| Draft of Year 2023-2024 Budget Delivered to City Council For Review | May 10 |
| City Council Budget Work Sessions/Presentations by Staff | ** May 17 3:00 pm |
| City Council Budget Work Session (if needed) | ** May 24 |
| Proposed 2023-2024 FY Budget Submitted to City Council And Filed with City Clerk for Public Review | June 2 |
| 2023-2024 FY Proposed Budget, Public Hearing | ** June 7 |
| City Council Adopts Final 2023-2024 FY Budget | ** June 21 |

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