Fiscal Year 2024-25 Proposed Budget

May 16, 2024



Budget Summary

Local economy showing signs of leveling off

Property tax growth remains above avg.

Estimated \$228,000 of additional ongoing revenue

 Anticipate impact from ongoing labor negotiations

Approximately \$1.2 million expenditures reduction

Due to use of one-time funding in prior year

\$2.3 million programed for City Council Goals (includes all funding sources)

Includes \$239,000 general fund

Budget Summary (cont.)

Proposed General Fund budget structurally balanced

- Estimated fund balance June 30, 2024 \$727,000
 - Additional \$100,000 set aside employee downpayment assistance program
 - Ongoing labor negotiations anticipated to impact est. balance

Ongoing PERS costs remain a major threat to City resources

- Estimated PERS Contingency reserve balance \$1.5 million
- Unfunded Actuarial Liability (UAL) increased from \$21 to \$33 million
- Annual payment increased from \$2.1 to \$2.5 million

Heavy reliance on Sales & Transient Occupancy Tax

Measure F expiring in 2027

Reserves below target balances

Anticipate storm damage reimbursements

Multiyear Budget Projection

. — — — — — .						
REVENUE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Property Tax (%)	6.00%	6.00%	6.00%	5.00%	5.00%	5.00%
Sales Tax (%)	2.30%	2.90%	2.50%	2.50%	2.50%	2.50%
TOT (%)	1.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Business License (%)	2.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Building Permits (%)	22.00%	0.00%	2.00%	2.00%	2.00%	2.00%
Cannabis Business Tax	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Parking (%)	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Mall Redevop Impact	-	-	-			
New Revenue / Hotel (\$)	-	-	200,000	200,000	200,000	200,000

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
	Proposed	Planned	Forecast	Forecast	Forecast	Forecast
Revenue	19,168,066	19,700,538	20,195,098	20,071,465	19,933,856	20,412,734
Expenditures	18,939,557	19,498,615	20,157,104	20,869,779	21,724,183	22,228,690
Net Impact Fund Balance	228,509	201,923	37,995	(798,314)	(1,790,328)	(1,815,956)

Multiyear Budget Projection

REVENUE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Property Tax (%)	6.00%	6.00%	6.00%	5.00%	5.00%	5.00%
Sales Tax (%)	2.30%	2.90%	2.50%	2.50%	2.50%	2.50%
TOT (%)	1.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Business License (%)	2.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Building Permits (%)	22.00%	0.00%	2.00%	2.00%	2.00%	2.00%
Cannabis Business Tax	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%
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	Proposed	Planned	Forecast	Forecast	Forecast	Forecast
	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030

General Fund Summary

	FY	21/22		FY 22/23		FY 23/24		FY 23/24		FY 24/25	F	Y 25/26
Major Categories		tual		Actual		Amended		stimated		Proposed		Planned
Revenues												
Taxes	\$ 14	1,514,218	\$	14,709,173	\$	14,643,970	\$	14,521,871	\$	15,106,270	\$	15,632,013
Licenses and permits		718,935		650,188		664,159		695,854		710,409		713,597
Intergovernmental revenues	1	,350,001		351,671		89,700		105,700		121,360		93,053
Charges for services	1	,894,868		1,817,637		2,187,937		1,912,013		2,306,127		2,336,127
Fines and forfeitures		588,832		566,907		607,500		648,000		607,500		607,500
Use of money & property		31,722		70,527		198,495		183,200		199,195		199,195
Other revenues		891,204		240,413		115,403		135,953		117,206		119,053
Revenues Totals	\$19	,989,781		\$18,406,515		\$18,507,164		\$18,202,591		\$19,168,066	,	19,700,538
Expenditures												
Personnel	\$10),273,249		\$11,793,722		\$11,793,722		\$11,766,171		\$12,646,585	5	313,114,816
Contract services	3	3,018,482		3,336,801		3,483,368		3,483,368		3,442,981		3,381,956
Training & Memberships		101,501		113,320		178,936		144,018		166,650		166,900
Supplies		671,950		768,110		631,975		779,626		817,050		780,000
Grants and Subsidies		43,650		101,650		125,000		125,000		125,000		125,000
Internal service fund charges	1	,196,204		1,444,499		1,617,841		1,617,841		1,453,723		1,642,599
Other financing uses		3,608,343		3,271,324		2,288,788		2,288,788		287,568		287,344
Expenditures Totals	\$18	3,913,379		\$20,829,427		\$20,119,630		\$20,204,812		\$18,939,557	•	19,498,615
Impact on Fund Balance		,076,402		(2,422,912)		(1,612,466)		(2,002,221)		\$228,509	\$	201,923
Budgetary Fund Balance	\$ 5	5,224,050	\$	2,801,138	\$	988,672	\$	598,917	\$ 7	827,426	\$	1,029,349
Designations										(400 000)	_	(400,000)
Employee Downpayment	•		•		\$		•		\$	(100,000)	•	(100,000)
nfrastructure	\$,	\$		Φ		a			1	\leftarrow	
Revised Budgetary Fund Balance	\$ 5.	,224,050	\$	2,601,138	\$	988,672	\$	598,917/	\$	727,426	s	929,349
		-				•						
	Balar	nced B	uc	lget		Employ				TFS	tim	ated End
						Downp	ay	ment				
						Assista	an	ce		Fui	nd	Balance

Revenue Forecast

Key Revenue Sources	Budget Change \$	Notes
Property Tax	\$185,000	County estimate
Sales Tax (1%)	141,000	Consistent with HdL
Sales Tax (District)	51,000	Measure O & F
TOT	22,000	1% increase
Charges for Services	148,000	Increased parking revenue
Other revenues	<u>114,000</u>	Licenses/Permit/Franchise Tax
Total	\$661,000	

Revenue Notes

Total General Fund revenues

Expected to increase \$661,000 from prior year

TOT projected to end FY 23-24 at \$2.1 million

- Slightly above prior year receipts
- TOT remains strong in the village

Sales tax (44%) & TOT (12%) represent approximately 56% of general fund revenues

- Top 25 sales tax generators represent 70% of total
- Top 5 generators represent 38% of total
- Village represents 6.2% of total

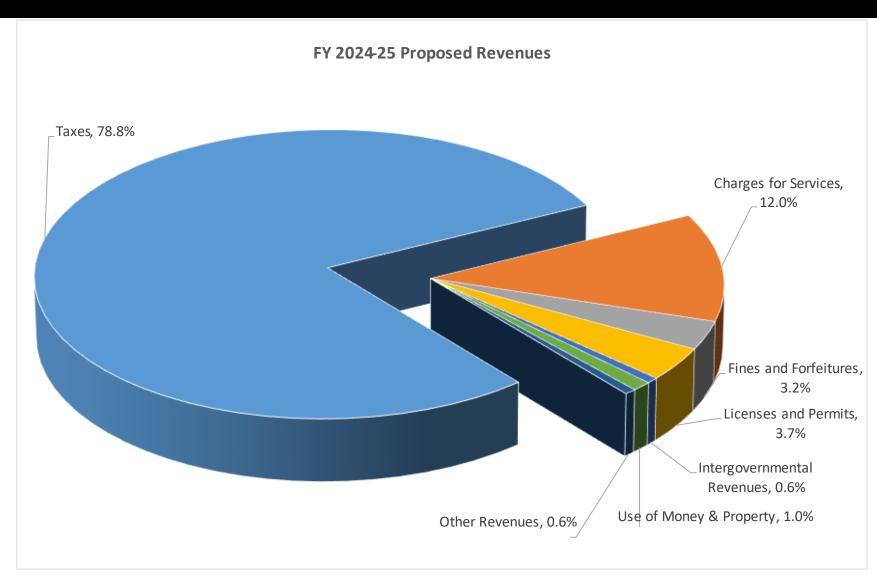
Property tax

• 6% growth rate due to increased property prices

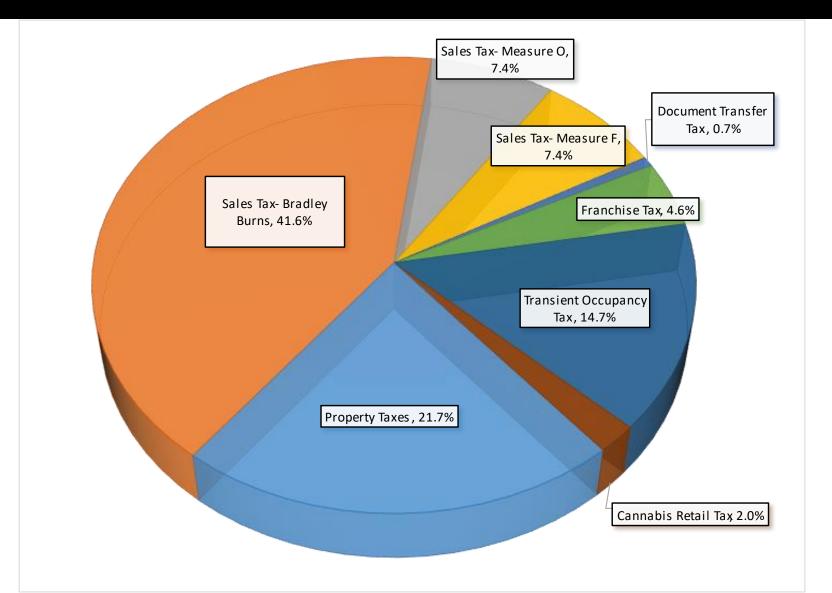
Charges for Services

1st full year with new parking rates

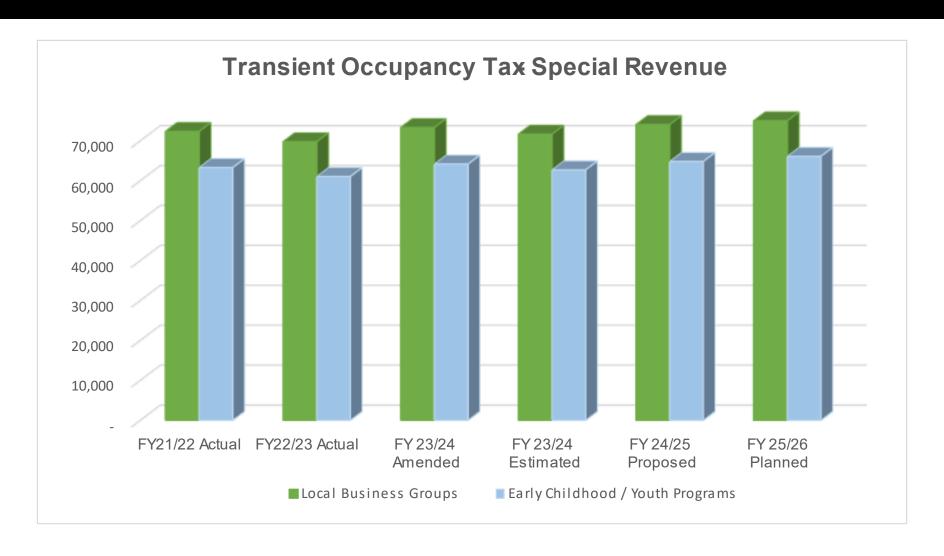
Revenues by Category



Proposed Tax Revenues



Restricted TOT



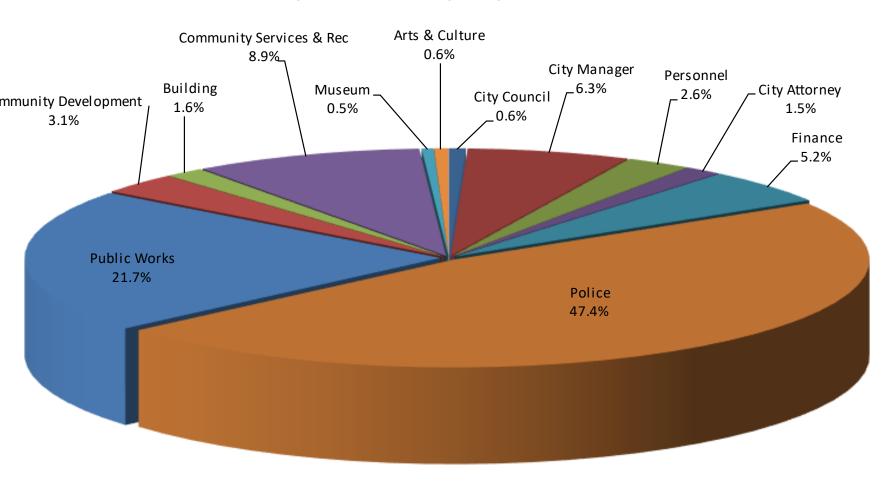
Expenditure Forecast

Expenditure	Budget Change \$	Notes
Personnel	\$843,000	COLA's, step increases, CalPERS UAL, Rec Reorg
All others	(32,000)	
Total	\$811,000	

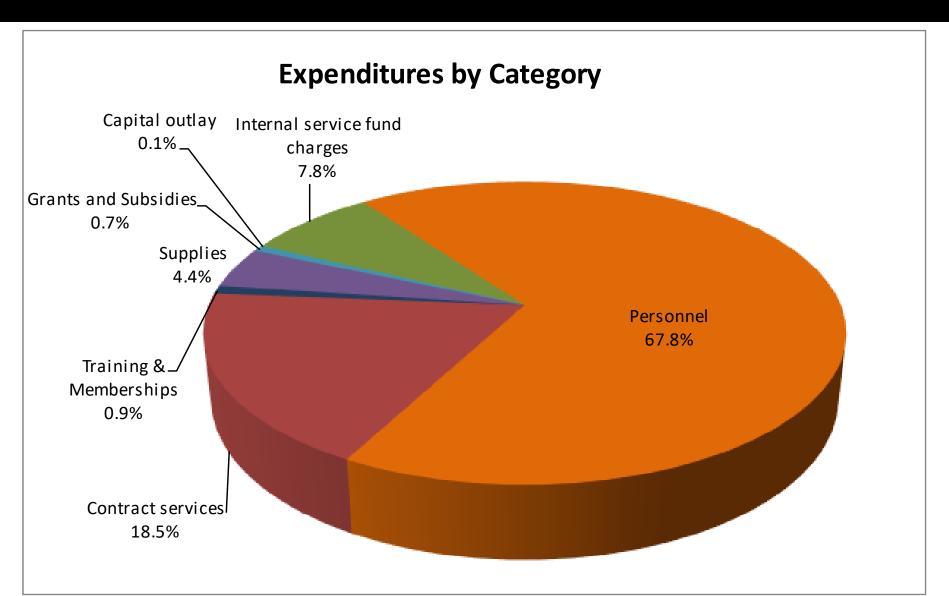
- Personnel \$843,000
 - Salary full-time \$415,000
 - Including \$69,000 for Recreation reorganization
 - Salary part-time/seasonal \$41,000
 - Overtime reduced \$92,000
 - Specialty pay \$88,000
 - Benefits \$381,000
 - Due to increase in CalPERS UAL

Expenditure Summary (cont.)

Expenditures by Department



Expenditure Summary (cont.)



Staffing

General Fund	FY 00/01 Actual	FY13/14 Actual	FY14/15 Actual	FY15/16 Actual	FY16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Adopted	FY 24/25 Proposed
Elected													
City Council	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Treasurer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Elected - Total FTE's	6.00	6.00	6.00	6.00	6.00	6.00	6.00	5.00	5.00	5.00	5.00	5.00	5.00
Fully Benefited by Dept													
City Attorney	1	-	-	-	-	-	-	-	-	-	-	-	-
Finance	5.25	4.33	3.91	4.50	4.50	4.50	3.75	2.75	2.75	2.75	3.00	4.00	4.00
City Manager	5.50	7.00	6.90	6.00	7.00	6.00	6.00	7.00	5.00	5.50	5.50	6.50	6.50
Museum	0.75	0.75	0.75	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Police	31.30	27.59	30.65	31.50	31.65	31.50	30.50	30.50	29.50	30.50	30.50	31.00	31.00
CDD	6.67	3.12	4.50	5.00	5.00	5.00	6.00	6.00	5.00	5.50	5.75	5.00	5.00
Public Works	14.33	12.33	13.00	14.00	15.00	16.00	16.00	15.50	14.00	16.00	16.00	16.00	16.00
Community Services & Rec	4.50	2.75	2.75	3.75	3.75	3.75	3.75	4.50	3.75	5.50	5.50	5.50	5.50
Dept - Total FTEs	69.30	57.87	62.46	65.25	67.40	67.25	66.50	66.75	60.50	66.25	66.75	68.50	68.50
Change from prior year			4.59	2.79	2.15	(0.15)	(0.75)	0.25	(6.25)	5.75	0.50	1.75	-

Estimated revenue \$65,000

 \$60,000 programed for ECYP community grants

Early Childhood & Youth Program (ECYP) Restricted Funds

Scholarships

 Approximately \$13,500 previously designated for scholarships

Enrichment Programs

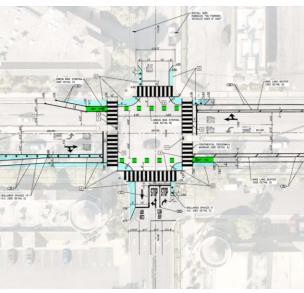
- \$8,600
 - Inc. \$1,300 for YAN

June 30, 2025 estimated balance

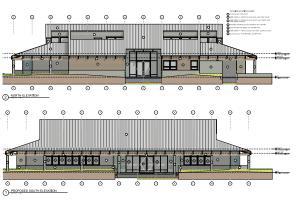
\$5,000

FY2024-25 Capital Improvement Program









Proposed FY 2024-25 Capital Improvement Program

Prior Year Appropriations

- 10 Projects
- \$16.6M

Recommended 24/25 Appropriations

- 1 Project
- \$621k

Not Inclusive of

- Storm Damage Repairs
 - 2 Individual Projects \$400k
- Council Goals
 - 2 Projects FY24-25 \$110k

Capital Improvements Program FY2023-2024 Completed Projects



Project	Status	Project Costs
Emergency Power at City Hall Complex		¢200 000
Conitale Read Rehabilitation	NOC Issued	\$390,000
Capitola Road Rehabilitation	NOC Issued	\$2,100,000
Kennedy Drive Sidewalk		\$220,000
Bay Avenue and Hill Street Quick Build	Completion in June 2024	\$50,000
Storm Damage Repairs	8 Individual Projects	\$120,000
	TOTAL	\$2,880,000

Capital Improvements Program



Prior Year Appropriations — Priority Projects

Project	Status	Total Prior Year Appropriations
Capitola Wharf Improvements	Under Construction	\$10,650,000
Rispin Park	Under Construction	\$990,000
Jade Street Park UA Playground	Under Final Design	\$475,000
Community Center Renovation	Construction Fall 2023	\$1,800,000
Cliff Drive Resiliency	In Design	\$1,200,000
	TOTAL	\$15,115,000

Capital Improvements Program





Project	Status	Total Prior Year Appropriations
Stockton Bridge Protection Project	In Design	\$850,000
Monterey & Park Pedestrian Pathway	Out to bid	\$250,000
Bay Avenue Corridor Study	In Design	\$180,000
Utility Undergrounding	Coordination with PG&E and other Utilities	\$140,000
Park Avenue Traffic Calming	In Final Design	\$100,000
	TOTAL	\$1,520,000

Capital Improvements Program FY2025-2026 Recommended Appropriations



Project	Status	Recommended Appropriations
Pavement Management	Construction Spring '25 with Park Avenue Traffic Calming	\$621,000
	TOTAL	\$621,000

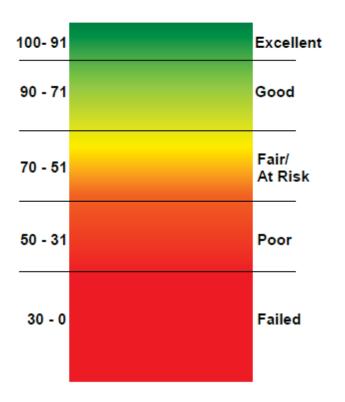
Capital Improvements Program

OF CAPITION AND CORPORATED IN

Pavement Management Program Overview

- What is PCI?
- Pavement Deterioration Curve
- Pavement Management Strategies
- Adopted Pavement Management Program
- 2024-2025 Pavement Management Project

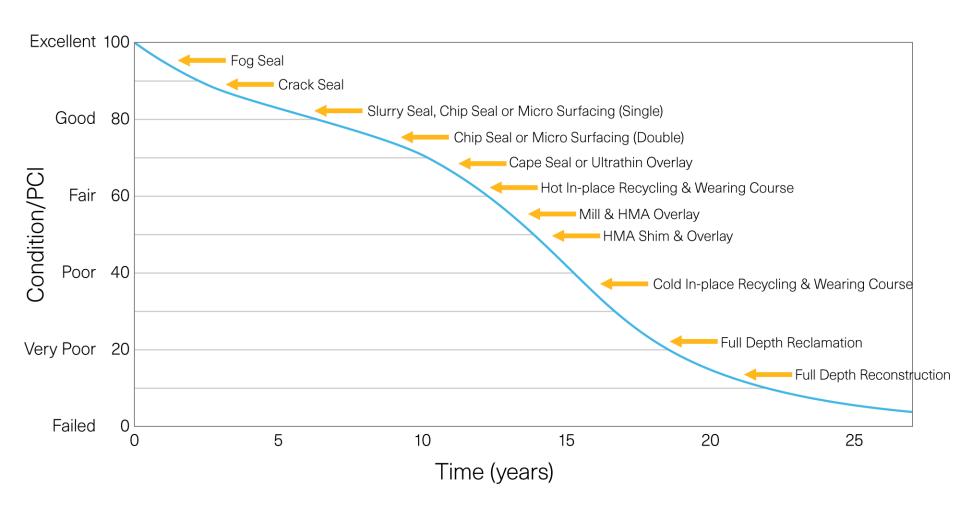
PMP Overview – Pavement Condition Index





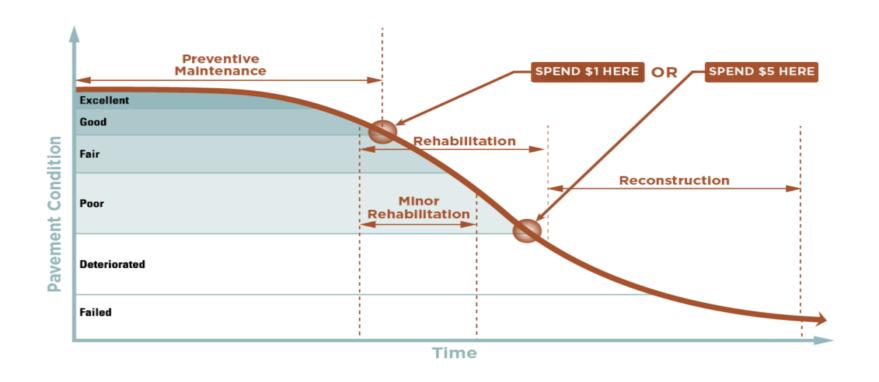


Deterioration Curve



PMP Overview -Management Strategies

- Best-First "Top Down" Management
- Worst-First "Bottom Up" Management
- Critical-Point Management



Adopted June 2022 Pavement Management Program

- Evaluated all public streets
 - PCI 51
- Adopted Critical-Point Management
- Utilizes budget from SB1 and Measure D restricted funding
- Details a 5-year plan of specific street segments to address
- Maintains PCI in lowmid 50s

City of Capitola





2022 PMP Update Final Report May 2022



Capital Improvements Program 2024-2025 Pavement Management



Street segments from 2022 adopted PMP

- Generally preventive maintenance
- Removed Cliff Drive

Modify bid cycle to late winter 2025

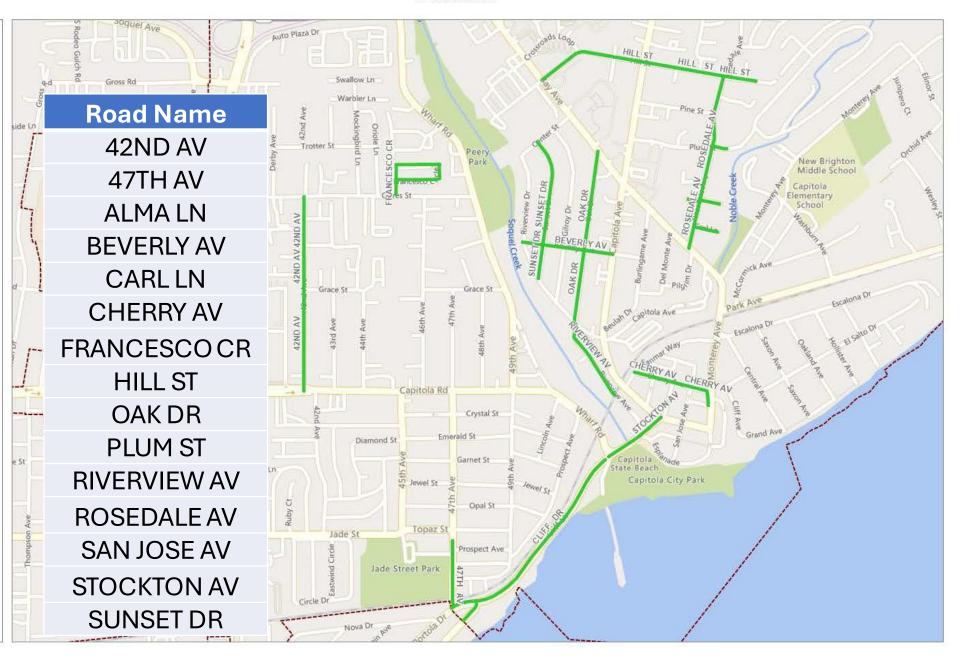
- Better bid prices
- Spring and summer construction

Immediate rehabilitation work summer 2024

- San Jose Avenue (Cherry to Capitola)
- Reposa Avenue at 38th

Plan Year 2024

Printed: 5/26/2022



Recently completed street projects

- FY 2020
 - Park Ave. sidewalk \$978,000
- FY 2021
 - Brommer Street \$666,000
- FY 2022
 - Pavement management \$194,000
 - Park Ave. storm damage repair -\$377,000
- FY 2023
 - Kennedy sidewalk \$181,000
 - Clares \$1,312,000
 - Pavement management \$444,000
- FY 2024
 - Capitola Rd. \$1,695,000



City Council Goals

FY 2024-25 City Council Goals General Fund

Project	Funding
Employee Downpayment Assistance Program	\$ 100,000
Lifeguard Equipment Storage	25,000
PD Facility Improvements	65,000
Crosswalk Daylighting Citywide	10,000
Citywide digital applications	5,000
Employee engagement	6,000
Elections Outreach	4,000
Translation services	5,000
Website updates	7,000
Portable stage for events	7,000
Art & Cultural for PW to maintain art	5,000 ¹
Total	\$ 239,000

^{1 -} Draft budget includes \$13,000 for Art & Cultural which will be corrected in next draft.













Public Works Department

Stewarding Capitola's public infrastructure to ensure safety, functionality, and sustainability

Ongoing and Upcoming Potential Projects Public Works

Project	Staff Requirement	FY 24-25 General Fund	Notes
Wharf Resiliency Project	Very High		Multiple sub-projects: CWEP, interpretive panels
Jade Street UA Playground Project	Very High		Fundraising through 2024, potentially short ~\$300k
Community Center Renovation Project	Very High		Other projects to be deferred if granted. \$2.65m secured \$3.2m pending CDBG
Update Climate Action Plan	High	\$50,000	Heavy public process
Stockton Bridge Debris Mitigation Project	High	Funded	Prior Council goal \$350k \$500k from State
Cliff Drive Resiliency Project	High	Funded	On a tight timeline by FHWA

Ongoing and Upcoming Potential Projects Public Works

Project	Staff Requirement	FY 24-25 General Fund	Notes
41st Ave Median Improvements	Medium	Funded	Lower 41 st Ave
Complete/Additional Peery Bridge Repairs	Medium	Funded	Currently evaluating
2023 FEMA Projects (Stockton Bridge, Soquel Creek, Hooper's Stairs)	Medium	Funded	Construction dependent on site conditions and final approvals
Upper lot eastern access pedestrian path	Medium	Funded	RTC Funding
Bay Avenue Corridor Traffic Study	Medium	Funded	Will identify future major CIP
Finish the Park at Rispin Mansion Project	Medium	Funded	Phase I funded Construction Spring 2024

Ongoing and Upcoming Potential Projects Public Works

Project	Staff Requirement	FY 24-25 General Fund	Notes
41st Ave Improvements (Clares to N City Limits)	Medium		Design FY24/25 Construction in FY 25/26. External funding \$1M
Complete Streets Safety Assessments	Medium		Grant resources secured
Lifeguard Equipment Storage	Medium	\$25,000	Significant need; current infrastructure failure.
PD facility improvements	Medium	\$65,000	Improvements to locker room/restrooms
Daylighting Citywide	Medium	\$10,000	State law requires removing parking within 20' of intersections/crosswalks

Ongoing and Upcoming Potential Projects Public Works

Project	Staff Requirement	FY 24-25 General Fund	Notes
Noble Gulch Pipeline Repairs	Low	Funded	Repairs identified in assessment
Park Avenue Traffic Calming	Low	Funded	Council approval FY23/24 Construction FY24/25
2025 Pavement Maintenance Project	Low		Streets as identified in PMP. External funding \$500,000
Pump Track Renovation Project	Low	Partially funded	\$30k Monte donation

McGregor Pump Track

- Current a dirt pump track constructed around 2016
- Requires consistent maintenance
- Asphalt pump track require less maintenance, all weather.



Excluded Projects Public Works

Project	Staff Requirement	FY 24-25 General Fund	Notes
Review Parking around new development	High	Unfunded	PC requested project
Depot Hill Pathway Encroachments	Very High	Untunded	CIP once encroachments are removed
Village Resiliency Study circulation and sea level rise	Very High	\$500,000	Potential grant funding
Esplanade Park Improvements	Medium	Intundad	\$50k allocated FY23/24 moved to 41 st Ave. medians
Softball Storage at Jade Street Park	Low	\$10,000	Current structure failed
PD Motor Shed	Low	\$20,000	

Community Development Department

Building & Planning

Providing economic vitality while preserving Capitola's unique history, culture, and natural setting.





Ongoing and Upcoming Potential Projects

Community Development						
Project	Staff Requirement	FY 24-25	Notes			
Wharf Re-Envisioning Plan & Public Outreach process & temporary structure CDPs	Very High	\$75,000	Special revenue (Wharf fund)			
Complete Housing Element	Very High	Funded	In progress			
Undata 41 st Avanua Visioning Plan	Vory High	\$100,000	Special revenue			

Very High

Very High

High

High

\$100,000

\$225,000

\$65,000

\$150,000

(General Plan fund)

(RDA Successor Agency)

(RDA Successor Agency)

Special revenue

Special revenue

Special revenue

(REAP 2.0)

Update 41st Avenue Visioning Plan

Create Housing Rehab Grant/Loan

Code Update – Housing Element

Create Homebuyer Assistance

Program

action item

Program

Excluded Projects Community Development

Project	Staff Requirement	FY 24-25 General Fund	Notes
City Hall Phase 2 – goal setting & alternatives analysis	Very High	\$67,000	Not currently funded
Update tree ordinance	High		\$30,000 Special revenue (Tree fund)
Historical guidelines	High	\$75,000	









City Manager Department

Serving the City
Council and the
community by
bringing together
resources to meet
needs while
prioritizing customer
service.

Ongoing and Upcoming Potential Projects

City Manager Department				
Project	Staff Requirement	FY 24-25 General Fund	Notes	
5-Year Strategic Plan Project	Very High	Funded	Deferred till Fall	

Very High

High

Medium

Medium

Medium

Management

coordination

Updates

Employee Contract Negotiations

Citywide digital applications

UA Playground fundraising

Risk Management & HR Policy

Revenue Tax Measure – polling

research & public information

Unknown

\$5,000

Funded

Cost will be incurred FY

\$2,000 in external

funding (ERMA)

In progress

23-24

Ongoing and Upcoming Potential Projects City Manager Department

Project	Staff Requirement	FY 24-25 General Fund	Notes
Update Employee Downpayment Assistance Program	Low	\$100,000 from last FY	Interest from employees & need to modernize program
Employee Engagement	Low	\$6,000	
Elections Outreach	Low	\$4,000	
Increased Outreach and Translation services	Low	\$10,000	
Website Updates	Low	\$7,000	
Technology updates to improve hybrid meetings	Medium	Funded	PEG funding \$15k

Excluded Projects City Manager Department

Project	Staff Requirement	FY 24-25 General Fund	Notes
Annexation/City Sphere Study	High	Funded	\$15,000 additional from LAFCO
Memorial Plaque Program Update	High	Unknown	





Ongoing and Upcoming Projects

Recreation Division

Project	Staff Requirement	FY 24-25 General Fund	Notes
Pilot Rapid Wedding Event	High		
Equity Swim and Public Safety Outreach Program	Medium	Funded	\$20k Special revenue fund (EYCP)
Implementation of Park Use Permit program	Medium		
Purchase portable stage for events	Low	\$7,000	
Lifeguard Equipment (PWC)	Low	\$10,000	
Pickleball Courts	Very High	\$1,000-\$500,000	Public Works co-project. Community engagement necessary. Range of options.

Ongoing and Upcoming Projects Recreation Division – Art & Cultural

Project	Staff Requirement	FY 24-25 General Fund	Notes
Public Art Maintenance: 41 st Avenue median art & utility box murals	Medium	\$5,000	A&C Goals, in PW Budget
Banners for Village Streetlights	Low	Funded	\$3k Special revenue (Public Art fund)
SUESD Park Ave & Washburn Student Art Project	Low		Will be completed in the FY 23/24 Budget
No change in programs provided	Low	Funded	12 Concerts, 2 Movies, 4 Art Fairs, Plein Air
No change in Public Art projects	Low	Funded	Begonia Commemorative Art Project Monterey Railing Art Project















Police Department

Providing the highest level of safety and service to enhance our community's quality of life.

Ongoing and Upcoming Projects Police Department

Project	Staff Requirement	FY 24-25 Funding	Notes
FLOCK Cameras	High	\$35,000	Special Revenue Fund (SLESF)
High Surf Thresholds/Response Checklist	Medium		Coordination with NOAA, Potential grant funding
Electronic/online Police reporting	Medium	\$25,000	Special Revenue Fund (SLESF)
E-Citations	Medium	\$10,000	Special Revenue Fund (SLESF)

Key Points

- Creation of Community Services and Recreation Department
 - Establishes sustainability
 - Delineates clear chain of command
 - Establishes Director of Community Services & Recreation
 - Expands roles of Recreation Coordinators
 - Centralize Art & Cultural operations
 - Estimated personnel cost increase \$69,000

Key Points

- LAFCO Sphere of Influence study
 - \$30,000 funded in 2024, was postponed until fall 2024
 - City has since received \$15,000 from LAFCO to assist
 - Council agreed to defer long-range strategic planning project till Fall, potentially freeing up staff resources for Sphere Study
- McGregor Pump Track
 - Asphalt track cost estimate \$80,000
 - Private donations of \$50,000 committed
 - Staff seeking additional funds
- Phase 2 of City Hall Needs Assessment
 - Estimated cost \$67,000, unfunded due to both funding constraints and workload challenges in Community Development

Additional Items

- Pavement Management
 - \$621,000 special revenue (SB1 & RTC)
 - Road repairs on Raposa & San Jose between Capitola Ave. and Cherry Ave. prior to winter
 - Estimated cost \$50,000
 - Late summer/ fall 2024
 - Remaining \$571,000
 - Bid in Jan. 2025
 - Better pricing, less weather
- Question at FAC about "Eviction Defense Collaborative Contribution"
 - \$5,000 \$10,000
 - Staff to follow-up with more info next hearing



Recommendations

Identify:

- Budget questions
- Additional details for presentation at next hearing

Preliminary feedback on:

- Draft Budget
- Key points

Next Steps:

- Special meeting May 30th
- Minor budget adjustments
- Response to any questions or requestions for additional detail

Wharf Re-Envisioning Plan

Public Outreach & Temporary Use/	Structures
	FILDILAT

Spring

Publish Request for Proposal

Use of Wharf

Community Meeting

Temporary Permits

of Capitola Wharf

Public Outreach Results

Activate Temporary Use

Community Survey on Temporary

Recommendation on long-term use

Fall

Summer

Winter