



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Consideration of Adoption of the 3rd Amendment to the FY 2024-25 Budget (Resolution 2024-30) for Mid-Year Adjustments; Resolution No. 2025-08	<b>MEETING DATE:</b> March 6, 2025
<b>SUBMITTED BY:</b> Matt Pressey, Finance Consultant	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:**

The City Council is being asked to adopt resolution 2025-08 Amending the FY 2024-25 Budget to include Mid-Year Adjustments.

**BACKGROUND/DISCUSSION:** Staff has completed a mid-year review of the FY 2024-25 budget.

City departments and the Finance Department have reviewed mid-year budget and actual results. Overall, revenues are coming in as anticipated with a few acceptations and each department’s expenses are coming on budget with a few acceptations. Based on the review of revenues and expenses to date, and in consultation with department heads, below is a list of mid-year adjustments proposed for consideration by the City Council:

Appropriation Adjustments							
Fund	Fund Name	Department	Account	Description	Approved Budget as of 2/28/25	Mid-Year Adjustment	FY 24-25 Amended Budget
100	General Fund	Police Dept	100-2010-xxx-xxxx	Code Enforcement Salary & Ben.	136,384	70,000	206,384
100	General Fund	Police Dept	100-2000-500-106	Overtime	200,000	120,000	320,000
100	General Fund	Admin Serv.	100-1200-800-681	Council Chambers Sound System Upgrades	47,550	20,000	67,550
100	General Fund	Non-Dept	100-1110-750-561	Misc. IT Countract Services	57,500	19,000	76,500
<b>Total General Fund Appropriations Adjustments</b>						<b>\$ 229,000</b>	
Revenue Budget Adjustments							
Fund	Fund Name	Department	Account	Description	Approved Budget as of 2/28/25	Mid-Year Adjustment	FY 24-25 Amended Budget
100	General Fund		100-401-100	PROPERTY TAXES SECURED	1,000,000	350,000	1,350,000
100	General Fund		100-401-125	TRANSIENT OCCUPANCY TAX	450,000	(70,000)	380,000
100	General Fund		100-401-140	SALES TAX	2,239,000	(129,000)	2,110,000
100	General Fund		100-405-805	PENALTIES AND DELINQUENCIES	15,000	78,000	93,000
<b>Total General Fund Revenue Budget Adjustments</b>						<b>\$ 229,000</b>	

**OPTIONS:**

1. Move to adopt Resolution No. 2025-08
2. Provide direction to staff.

**FISCAL IMPACT:**

None       See attached      Budgeted Item?  Yes  No

Budget Adjustment Needed?  Yes  No      If yes, amount of appropriation increase: \$

Affected fund(s):  General Fund  TID Fund  Visitor Center Project Fund  Other: Traffic Impact Fees Fund. and Capital Projects Fund

Comments:

**STRATEGIC PLAN IMPACT:**

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

**SUGGESTED MOTIONS:**

Move to Adopt Resolution 2025-08 Amending the Fiscal Year 2024-25 Budget to include various Mid-Year Adjustments.

- Attachments:** 1) Resolution 2025-08: Resolution Amending the Fiscal Year 2024-25 Adopted Budget to include various Mid-Year Adjustments.