



ITEM SUMMARY

MEETING DATE: September 03, 2025

FROM: Teri Lea Beiriger, Director of Finance

SUBJECT: Ord. No. 2025-16 Budget Adjustment – 105 Youth Program and 303 Parks and Recreation.

BACKGROUND

Council Policy No. 6 requires City Council action to authorize budget adjustments between cost centers, departments, and funds. A budget adjustment is required to account for the under-budget of the Youth Program (105) fund and Parks and Recreation (303) fund.

Youth Program (105) fund requires an interfund transfer from general fund in the amount of \$87,000. Revenue for 2025 is forecasted to be lower than expected. The Youth Program Building should be completed within the calendar year. Along with the standard funds transfer each year and the potential increase in enrollment, this fund should be able to maintain a positive balance in future budget years. With the fund balance transfer of \$87,000, the ending fund balance for 2025 is estimated to be \$5,892.

The Parks and Recreation (303) fund requires an interfund transfer fund from the general fund in the amount of \$400,000. A forecast shows a delay in impact fee revenue will cause a negative fund balance. The impact fees are expected to be received in the budget year 2026. With the fund balance transfer of \$400,000, the ending fund balance for 2025 is estimated to be \$38,156.

ANAYSIS

Ordinance 2025-16 is to authorize the net budget adjustment for the total amount of \$487,000 that documents the movement of the funds from the general funds to two CIP funds to cover the fund balance short fall.

FINANCIAL INFORMATION

The proposed ordinance increases the fund balance in Youth Program (105) fund and increased the fund balance Parks and Recreation (303) fund for the Fiscal year ending FY 2025, with the combined amount of \$487,000.

LEGAL

The proposed Budget Amendment has been prepared in accordance with the applicable State Statues and City Code Requirements

STAFF RECOMMENDATION

Approval of Ordinance 2025-16.