



**CITY OF PACIFIC GROVE**  
300 Forest Avenue, Pacific Grove, California 93950

**AGENDA REPORT**

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Patty Maitland, Finance Director  
**MEETING DATE:** February 3, 2016  
**SUBJECT:** Quarterly Budget Report – 2nd Quarter Fiscal Year 2015-16  
**CEQA:** Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines

**RECOMMENDATION**

Receive the report.

**DISCUSSION**

The following charts provide an overview of the revenues and expenditures for the 2nd quarter of the FY 2015-16 budget (major funds), and a departmental status of expenditures through the reporting period ending December 31, 2015.

**Overall Fund Revenues and Expenditures.** This 2<sup>nd</sup> quarter budget report reflects the City’s receipt of the December property taxes. With the exception of the Sewer Fund, the City’s forecasted revenues are on target, exceeding the expected 50% of revenue for the fiscal year. Sewer service surcharges lag by approximately two months and the revenues reflected in the table below are through November. Additionally, the Local Water Project Fund (established by the Council in October, 2015) is now reported as a major fund instead of as a division of the General Fund. The \$7.9 million State Revolving Fund loan budgeted for the Local Water Project has not yet been received by the City.

Quarterly Budget Status 2Q FY 2015-16 - Major Funds				
		Budget	Revenues	% Budget
01	General Fund	\$ 18,304,000	\$ 9,687,261	52.92%
74	Local Water Project	\$ 7,907,000	\$ -	0.00%
75	Cemetery	\$ 266,000	\$ 133,208	50.08%
76	Sewer Fund	\$ 2,100,000	\$ 655,122	31.20%
77	Golf	\$ 300,000	\$ 204,551	68.18%
		Budget	Expenditures/ Encumbrances	% Budget
01	General Fund	\$ 19,045,888	\$ 10,312,120	54.14%
74	Local Water Project	\$ 349,000	\$ 4,920	1.41%
75	Cemetery	\$ 247,839	\$ 141,700	57.17%
76	Sewer Fund	\$ 4,805,277	\$ 1,013,437	21.09%
77	Golf	\$ 293,000	\$ 143,229	48.88%

General Fund expenditures reflect the interfund transfers that occur at the beginning of the fiscal year to fund internal service funds and to cover indirect service charges as set forth in the adopted budget.

**Departmental and Program Expenditures.** The following table provides the status of the various program budgets and expenditures through the 2<sup>nd</sup> quarter of the fiscal year. Fire and Museum expenditures exceed budget, however, these programs reflect the interfund transfers that occur at the beginning of the fiscal year. The Local Water Project reflects those expenditures that occurred in the General Fund prior to the Local Water Project Fund being established as an enterprise fund.

2nd Quarter 2015-16 Budget Status - Departmental Status				
Department	Budget	Expenditures	Under/(Over) Budget	% of Budget
CITY COUNCIL	\$ 397,211	\$ 137,796	\$ 259,415	34.69%
CITY ATTORNEY	\$ 291,838	\$ 82,102	\$ 209,736	28.13%
CITY MANAGER	\$ 769,345	\$ 342,285	\$ 427,060	44.49%
FINANCE	\$ 997,982	\$ 497,389	\$ 500,593	49.84%
INFORMATION SERVICES	\$ 182,500	\$ 83,556	\$ 98,944	45.78%
COMMUNITY & ECONOMIC DEVELOPMENT	\$ 1,356,469	\$ 715,071	\$ 641,398	52.72%
POLICE	\$ 6,517,830	\$ 3,651,167	\$ 2,866,663	56.02%
FIRE	\$ 3,369,840	\$ 2,285,488	\$ 1,084,352	67.82%
LIBRARY	\$ 954,841	\$ 452,627	\$ 502,214	47.40%
MUSEUM	\$ 200,032	\$ 121,143	\$ 78,889	60.56%
RECREATION	\$ 487,840	\$ 245,909	\$ 241,931	50.41%
PUBLIC WORKS	\$ 3,432,160	\$ 1,607,677	\$ (251,208)	46.84%
Local Water Project*	\$ 88,000	\$ 89,879	\$ (1,879)	102.13%
	\$ 19,045,888	\$ 10,312,120	\$ 8,733,768	54.14%

\*Pursuant to Council action on October 21, 2015, beginning in November 2015, the Local Water Project is now reported as an enterprise fund. The expenditures reflected in the General Fund are those that occurred in the current fiscal year prior to the creation of the enterprise fund.

**FISCAL IMPACT**

None.

RESPECTFULLY SUBMITTED:

*Patty Maitland*

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Patty Maitland  
Finance Director

REVIEWED BY:

*Ben Harvey*

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Ben Harvey  
Interim City Manager